

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
Regular Meeting of Council
Agenda

Monday, September 25, 2023, 6:00 p.m.

Council Chamber

3720 County Road 34

Alexandria, On. K0C 1A0

THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

- 1. CALL TO ORDER**
- 2. DECLARATIONS OF PECUNIARY INTEREST**
- 3. ACCEPT THE AGENDA (Additions/Deletions)**
- 4. ADOPTION OF PREVIOUS MINUTES**
 - a. Regular Meeting of Council - September 11th, 2023
 - b. Special Joint Meeting of Council North Glengarry & South Glengarry - September 19th, 2023
 - c. Committee of the Whole - September 20th, 2023
 - d. Special Closed Session Meeting - September 20, 2023
- 5. DELEGATION(S)**
 - a. Compass Energy Consulting - James Marotto, Associate Director, Development
 - b. OPP Update-Inspector Mark Hemmerick
- 6. STAFF REPORTS**
 - a. Administrative Department
 1. Glengarry Trails Zoning Change
 - b. Community Services Department
 1. Confirmation of North Glengarry representative and alternate for the SDG Accessibility Advisory Committee
 - c. Treasury Department
 1. 2024 Borrowing for Fleet
 - d. Planning/Building & By-law Enforcement Department
 1. Road Widening By-law 24-2023 McCormick Road Glen Robertson
 - e. Public Works Department
 1. Multiyear Retro Reflectivity Agreement – Sole Source

2. Non-Budgeted Expenditure Maxville Sewage Station Pump Failure

3. Award of Stone dust Tender

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

- a. Committee of Adjustment Hearing - April 11,2023
- b. Public Meeting of Planning - May 23, 2023
- c. Committee of Adjustment Hearing - June 26, 2023
- d. Committee of Adjustment Hearing - July 10,2023
- e. Presentation from The United Counties of SDG
- f. QMS Review Summaries and Communications

9. NEW BUSINESS

10. NOTICE OF MOTION

Next Regular Public Meeting of Council

Tuesday October 10, 2023 at 6:00 p.m. in the Council Chambers, 3720 County Road 34, Alexandria, Ontario.

Note: Meetings are subject to change or cancellation.

11. QUESTION PERIOD

(limit of one question per person and subsequent question will be at the discretion of the Mayor/Chair).

12. CLOSED SESSION BUSINESS

13. CONFIRMING BY-LAW

- a. By-Law 25-2023

14. ADJOURN

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

Monday, September 11, 2023, 6:00 p.m.

Council Chamber

3720 County Road 34

Alexandria, On. K0C 1A0

PRESENT: Mayor: Jamie MacDonald
Councillor: Jacques Massie
Councillor: Jeff Manley
Councillor: Michael Madden
Councillor: Brian Caddell
Councillor: Gary Martin

REGRETS: Deputy Mayor: Carma Williams

ALSO PRESENT: CAO/Clerk: Sarah Huskinson
Deputy Clerk: Jena Doonan
Director of Community Services: Anne Leduc
Treasurer & Director of Finance: Kimberley Goyette
Director of the Building/By-law & Planning Services: Jacob Rhéaume
North Glengarry Fire Chief: Matthew Roy

- 1. CALL TO ORDER**
- 2. DECLARATIONS OF PECUNIARY INTEREST**
- 3. ACCEPT THE AGENDA (Additions/Deletions)**

Resolution No. 1

Moved by: Jacques Massie

Seconded by: Brian Caddell

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday September 11, 2023.

Carried

- 4. ADOPTION OF PREVIOUS MINUTES**

Resolution No. 2

Moved by: Brian Caddell

Seconded by: Jeff Manley

THAT the minutes of the following meetings be adopted as circulated.

Regular Meeting of Council - July 10, 2023

Special Meeting of Council - July 24, 2023

Carried

- a. Regular Meeting of Council - July 10, 2023
- b. Special Meeting of Council - July 24, 2023

5. **DELEGATION(S)**

- a. CommUNITY RUN - Sophie Ranger and Danielle Duranceau

Sophie Ranger and Danielle Duranceau from Glengarry Community Living presented a video from last year's CommUNITY RUN and invited the community to participate again this year.
- b. Burning Permit - Denise Bourcier

Ms. Denise Bourcier explained the concern that she has regarding her burning permit.

6. **STAFF REPORTS**

- a. Community Services Department
 - 1. 2023 North Glengarry Accessibility Plan

Resolution No. 3

Moved by: Jeff Manley
Seconded by: Michael Madden

THAT Council of the Township of North Glengarry receives Staff Report No. CS-2023-16; and

THAT Council of the Township of North Glengarry adopts the Multi-Year Accessibility Plan for the Township of North Glengarry.

Carried

- b. Treasury Department
 - 1. Tile Drainage Loan Application

Resolution No. 4

Moved by: Michael Madden
Seconded by: Gary Martin

THAT Council of the Township of North Glengarry approves the application for a tile drainage loan for roll number 0111 011 01197000.0000 in the estimated amount of \$36,300.

Carried

- c. Planning/Building & By-law Enforcement Department
 - 1. Zoning By-law Amendment No. Z-11-2023

Resolution No. 5

Moved by: Gary Martin
Seconded by: Jacques Massie

THAT the Council of the Township of North Glengarry adopt Zoning By-Law No. Z-11-2023; and

THAT By-law Z-11-2023 be read a first, second, third time and enacted in Open Council, this 11th day of September 2023.

Carried

2. Zoning By-law Amendment No. Z-13-2023

Resolution No. 6

Moved by: Jacques Massie

Seconded by: Brian Caddell

THAT the Council of the Township of North Glengarry adopt Zoning By-Law No. Z-13-2023; and

THAT By-law Z-13-2023 be read a first, second, third time and enacted in Open Council, this 11th day of September 2023.

Carried

7. **UNFINISHED BUSINESS**

8. **CONSENT AGENDA**

Resolution No. 7

Moved by: Brian Caddell

Seconded by: Jeff Manley

THAT the Council of the Township of North Glengarry receives the item from the consent agenda for information purposes only.

Carried

a. Community Development Committee - May 31, 2023

9. **NEW BUSINESS**

10. **NOTICE OF MOTION**

11. **QUESTION PERIOD**

12. **CLOSED SESSION BUSINESS**

13. **CONFIRMING BY-LAW**

Resolution No. 8

Moved by: Jeff Manley

Seconded by: Michael Madden

THAT the Council of the Township of North Glengarry adopts by-law 23-2023 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 23-2023 be read a first, second, third time and enacted in Open Council this 11th day September 2023.

Carried

a. By-law 23, 2023

14. **ADJOURN**

Moved by: Michael Madden

Seconded by: Gary Martin

There being no further business to discuss, the meeting was adjourned at 6:51 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Special Meeting of Council

North Glengarry and South Glengarry
Thursday, September 14, 2023, 5:00 p.m.
Council Chamber
3720 County Road 34
Alexandria, On. K0C 1A0

PRESENT: Mayor: Jamie MacDonald
Councillor: Jacques Massie
Councillor: Jeff Manley
Councillor: Michael Madden
Councillor: Brian Caddell
Councillor: Gary Martin

ALSO PRESENT: CAO/Clerk: Sarah Huskinson

Others Present South Glengarry Council Members & Clerk

- 1. CALL TO ORDER**
- 2. DECLARATIONS OF PECUNIARY INTEREST**
- 3. ACCEPT THE AGENDA(Additions/Deletions)**

Resolution No. 1

Moved By Michael Madden

Seconded By Jeff Manley

THAT the Council of the Township of North Glengarry accepts the agenda of the Special Meeting of Council Thursday September 14th 2023

Carried

- 4. ADOPTION OF PREVIOUS MINUTES**
- 5. DELEGATION(S)**
- 6. STAFF REPORTS**
- 7. UNFINISHED BUSINESS**
- 8. CONSENT AGENDA**
- 9. NEW BUSINESS**
- 10. NOTICE OF MOTION**
- 11. QUESTION PERIOD**

12. CLOSED SESSION BUSINESS

Resolution No. 2

Moved By Michael Madden

Seconded By Brian Caddell

Proceed "In Closed Session",

As this matter deals with a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26. they may be discussed in closed session under sections 239 (2)(k) of the *Ontario Municipal Act*);

Carried

Resolution No. 3

Moved By Jeff Manley

Seconded By Gary Martin

THAT we return to the special Meeting of Council at 5:43pm.

Carried

13. CONFIRMING BY-LAW

14. ADJOURN

Resolution No. 4

Moved By Gary Martin

Seconded By Michael Madden

THERE being no further business to discuss, the meeting was adjourned at 5:43pm

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Committee of the Whole Meeting

Wednesday, September 20, 2023, 3:00 pm

Council Chamber

3720 County Road 34

Alexandria, On. K0C 1A0

PRESENT

Mayor: Jamie MacDonald
Deputy Mayor: Carma Williams
Councillor: Jacques Massie
Councillor: Michael Madden
Councillor: Jeff Manley
Councillor: Brian Caddell
Councillor: Gary Martin

ALSO PRESENT

CAO/Clerk: Sarah Huskinson
Deputy Clerk: Jena Doonan
Director of Community Services: Anne Leduc
Director of the Building/By-law & Planning Services: Jacob Rhéaume
North Glengarry Fire Chief: Matthew Roy
Director of Public Works: Timothy Wright

- 1. CALL TO ORDER**
- 2. DECLARATION OF PECUNIARY INTEREST**
- 3. ACCEPT THE AGENDA(Additions/Deletions)**

Resolution No. 1

Moved By Carma Williams

Seconded By Jacques Massie

THAT the Committee Members accepts the agenda of the Committee of the Whole on Wednesday September 20, 2023, as amended.

Delete item # 5 a 1 - 2024 Borrowing for Fleet.

Carried

4. DELEGATIONS

a. Collectif d'artistes de Glengarry Artists' Collective - Yvonne Callaway

Ms. Yvonne Callaway from Collectif d'artistes de Glengarry Artists' Collective presented a painting to Council.

5. STAFF REPORTS

a. Treasury Department

5.a.1 2024 Borrowing for Fleet

This item was Deleted.

b. Building/Planning & By-law Department

- 5.b.1 Presentation from The United Counties of Stormont, Dundas and Glengarry - Peter Young, Director of Planning & Economic Development

Resolution No. 2

Moved By Jacques Massie

Seconded By Brian Caddell

That the Committee of the Whole receives the presentation from the Counties of SD& G for information purposes.

Carried

c. Public Work's Department

- 5.c.1 QMS Review Summaries and Communication

Resolution No. 3

Moved By Brian Caddell

Seconded By Gary Martin

THAT the Committee of the Whole receives report PW-2023-29 Water QMS 3rd Quarter update for information purposes only.

Carried

6. CONSENT AGENDA

Resolution No. 4

Moved By Michael Madden

Seconded By Carma Williams

THAT the Committee of the Whole of the Township of North Glengarry receives the items from the consent agenda for information purposes only.

Carried

a. Departmental Workplan Update - Community Services Dept.

b. 3rd Quarter Public Works Update

c. Departmental Workplan Update – Fire Dept.

7. UNFINISHED BUSINESS

8. OTHER BUSINESS

9. MATTERS ARISING FROM STANDING COMMITTEES

- a. Councillor Jacques Massie had no update on the Raisin Region Conservation Authority.
- b. Councillor Gary Martin gave an update on the Maxville Manor.
- c. Councillor Gary Martin gave an update on the Glengarry Pioneer Museum.
- d. Mayor Jamie MacDonald had no update on the Glengarry Archives.
- e. Councillor Jeff Manley gave an update on the Arts, Culture & Heritage.
- f. Deputy Mayor Carma Williams gave an update on the County Council.

- g. Councillor Jeff Manley gave an update on the Friends of the Trails.
- h. Deputy Mayor Carma Williams had no update on the Community Development Committee
- I. Councillor Brian Caddell had no update on Rural Affairs

10. NOTICE OF MOTION

11. ADJOURNMENT

Resolution No. 5

Moved By Gary Martin

Seconded By Jacques Massie

There being no further business to discuss, the meeting was adjourned at 3:45 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
Special Meeting of Council

Wednesday, September 20, 2023, 4:00 p.m.
Council Chamber
3720 County Road 34
Alexandria, On. K0C 1A0

PRESENT: Mayor: Jamie MacDonald
Deputy Mayor: Carma Williams
Councillor: Jacques Massie
Councillor: Jeff Manley
Councillor: Michael Madden
Councillor: Brian Caddell
Councillor: Gary Martin

ALSO PRESENT: CAO/Clerk: Sarah Huskinson

- 1. CALL TO ORDER**
- 2. DECLARATIONS OF PECUNIARY INTEREST**
- 3. ACCEPT THE AGENDA(Additions/Deletions)**

Resolution No. 1

Moved By Carma Williams
Seconded By Jacques Massie

THAT the Council of the Township of North Glengarry accepts the agenda of the Special Meeting of Council on Wednesday, September 20th, 2023.

Carried

- 4. ADOPTION OF PREVIOUS MINUTES**
- 5. DELEGATION(S)**
- 6. STAFF REPORTS**
- 7. UNFINISHED BUSINESS**
- 8. CONSENT AGENDA**
- 9. NEW BUSINESS**
- 10. NOTICE OF MOTION**
- 11. QUESTION PERIOD**
- 12. CLOSED SESSION BUSINESS**

Resolution No. 2

Moved By Jeff Manley
Seconded By Michael Madden

Proceed "In Closed Session",

(As this matter deals with a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. 2001, c. 25, s. 239 (2); 2017, c. 10, Sched. 1, s. 26. they may be discussed in closed session under sections 239 (2)(k) of the *Ontario Municipal Act*);

Carried

Resolution No. 3

Moved By Michael Madden

Seconded By Gary Martin

THAT we return to the Special Meeting of Council at 4:04 p.m.

Carried

13. CONFIRMING BY-LAW

14. ADJOURN

Resolution No. 4

Moved By Gary Martin

Seconded By Brian Caddell

There being no further business to discuss, the meeting was adjourned at 4:04 p.m.

Carried

CAO/Clerk/Deputy Clerk

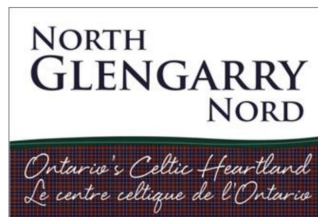
Mayor/Deputy Mayor

Municipal Council Support Resolution Request for Battery Energy Storage System



September 20, 2023

Prepared for – Township of North Glengarry



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3. Provincial Need for Power / Capacity
4. Why Battery Storage?
5. Why Your Municipality?
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7. About the Project
8. Local Benefits
9. Municipal Council Support Resolution Request
10. Appendices
 - Development Timeline
 - Safety
 - Overview of Battery Storage Systems
 - Service Commitment
 - Decommissioning

Executive Summary

Compass Renewable Energy Consulting Inc. (“Compass”) is developing a battery storage project in your municipality located at **Parcel Number 67101-0176 (Mainville Road/Skye Road), North Glengarry, Ontario** and is requesting a Municipal Council Support Resolution in support of this project.

Why the request for a municipal council support resolution?

- The Independent Electricity System Operator (“IESO”) is running its second procurement for new capacity projects in the province, the Long-Term 1 RFP, for which proposals will be due on December 12, 2023.
- Wahgoshig Solar FIT5 LP, a Compass-affiliate, is a Qualified Applicant for this procurement.
- Based on IESO’s guidance, grid infrastructure in Township of North Glengarry can support new electricity capacity.
- Compass has secured a lease on behalf of **North Glengarry BESS Limited Partnership**, the special purpose vehicle (SPV) developing the project located at **Parcel Number 67101-0176, North Glengarry, ON K0C 2B0**.
- This infrastructure project will bring significant investment and local benefits including employment, lease payments and spending in the local economy.
- Your support will mean our project will have the best opportunity to get built in your community, as opposed to in another municipality.

Introduction to Compass Energy Consulting

Compass has been consulting and developing renewable and clean energy projects in Ontario for over 10 years. We have experience across the development lifecycle from pre-screening, contracting, construction, commissioning and operations.

Over a Decade of Energy Development in Ontario

- An industry leader in renewable and clean energy development across Ontario, having achieved a 100% success rate in conversion of submissions to Contract awards in the recently concluded first procurement round, the Expedited Long-Term 1 RFP.
- We have developed over 100 renewable energy projects in Canada representing over 100 megawatts (MW) in the last 6 years and supported the development of over 2,000 MWs for our clients.
- Track record of success with principles that designed and launched Ontario's renewable and clean energy procurements in the public sector.
- Our projects provide clean, renewable energy to communities while offering land-owners long-term, guaranteed passive income through lease payments.

Compass Battery Energy Storage Systems – In Development

An industry leader in renewable and clean energy development across Ontario, Compass achieved a 100% success rate in conversion of submissions to Contract awards in the recently concluded first procurement round, the Expedited Long-Term 1 RFP.

Success in the previous IESO Procurement

- On behalf of Wahgoshig Solar FIT5 LP, Compass submitted four (4) battery energy storage system proposals into the Expedited Long Term 1 (E-LTI) procurement, **all of which were contracted.**
- The list of Compass' E-LTI project is below:

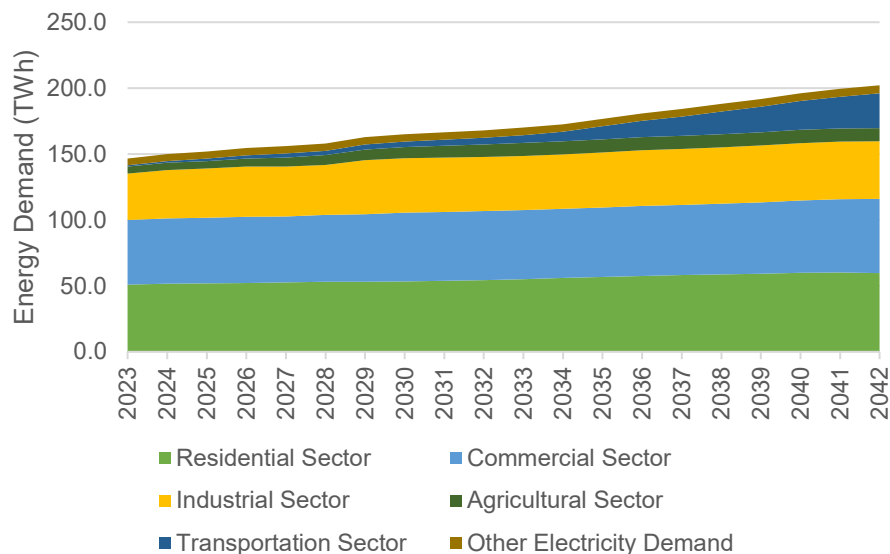
Project Name	Project Size (MW)	Project Status	Project Location	Project Website
Walker BESS 4	4.999	Contracted	Windsor, Ontario	www.walkerenergystorage4.com
Walker BESS 5	4.999	Contracted	Windsor, Ontario	www.walkerenergystorage5.com
Walker BESS 6	4.999	Contracted	Windsor, Ontario	www.walkerenergystorage6.com
Almonte BESS	4.999	Contracted	Mississippi Mills, Ontario	www.almonteenergystorage.com

Provincial Need for Power / Capacity

Ontario's Independent Electricity System Operator (IESO) identified the urgent need to bring 4,000 megawatts (MW) of new supply onto the electricity grid by 2030 as energy demand is expected to grow 30% over 20 years.



Ontario's Forecast Demand Growth



Where is this supply gap coming from?

- **Provincial Growth** – residential and commercial sectors are growing, so does their electrical demand
- **Electrification of Transport** – transition from internal combustion to electric vehicles and buses
- **Agricultural Sector** – increased in greenhouse sector (food and cannabis)
- **Retirement of Generation** - the Pickering Nuclear Generating Station along with other expiring natural gas and other contracts has left a material supply gap in Ontario.

To close this supply gap by 2030, the IESO planned two major procurement cycles over 2023-24 – the Expedited Long-Term 1 (E-LTI) RFP and the Long-Term 1 (LTI) RFP.

Wahgoshig Solar FIT5 LP, a Compass-affiliate, is recognized as a Qualified Applicant for both procurements, having the experience and capability to construct new projects in the Province.

Why Battery Storage?

Battery storage projects provide flexibility to electricity systems by storing low-cost power and providing it during peak periods when the grid needs it the most. Battery storage has been procured by the IESO since 2014.

Battery Storage Project Characteristics

- **Small Footprint Size:** 1 – 5 acres
- **Secure:** Project is fenced in and locked.
- **Operations:**
 - Project is 24/7 remote monitored and controlled. Operations and maintenance contractors are locally based in Ontario.
 - Scheduled site visits occur 4 times a year.
- **Noise:** Each container or battery storage cabinet will have its own HVAC system and meet provincial sound limits.
- **Design:** Battery does not power onsite operations directly; it flows to the grid.

Look and Feel

- The project will consist of painted, 20 ft containers, electrical equipment and a transformer.
- The containers will rest on a concrete pad and be interconnected.
- The containers will then connect to the transformer before going out to the grid.



Why your municipality?

The IESO has identified that the grid infrastructure in the North Glengarry region can support the addition of new capacity resources to take on the growing power demand in the province.

St. Isidore TS



Local Electrical Benefits

- Our proposed project is located opposite the St. Isidore Transformer station. We propose a connection to the distribution feeder M5.
- The Project has been submitted into the IESO's Long-Term 1 Deliverability Test which confirmed it can connect to the M5 feeder.

Regulatory Oversight

Compass has made careful note of the regulatory bodies that it must engage to secure the permits and approvals.

Authorities Having Jurisdiction

- ✓Township of North Glengarry
- ✓**North Glengarry Fire Department**
- ✓Hydro One
- ✓Ontario Ministry of Energy
- ✓Independent Electricity System Operator
- ✓Ontario Ministry of Environment
- ✓Local Conservation Authorities
- ✓Electrical Safety Authority

Compass will consult with North Glengarry Fire Department to ensure the preparedness of the Emergency Response Plan and adequate National Fire Protection Association (NFPA) compliance training for Fire Stations.

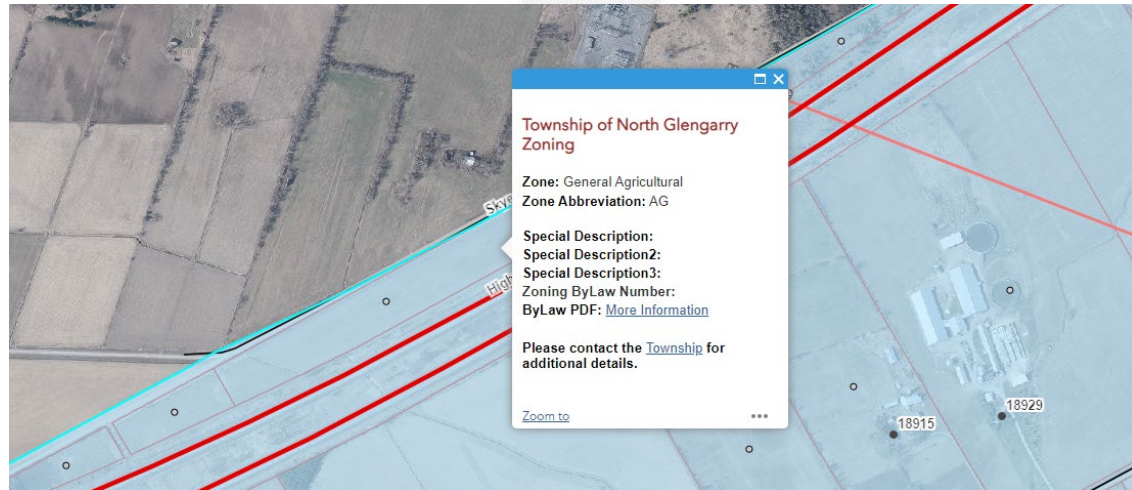
About The Project

The project will be located on Parcel Number 67101-0176, North Glengarry, ON K0C 2B0. It will take advantage of connecting to the Hydro One power lines on Skye Road running along the north of the property.

North Glengarry BESS



Zoning



- Zoning of the property is General Agricultural (AG).
- Per Zoning By-Law No. 39-2000, the AG zoning allows for grain drying, sawmill, tile drainage, wayside quarry, communications facility, maple sugar operation, etc.

Local Benefits

Local benefits associated with the project are key infrastructure within the Township to provide power to meet growing demand, provide additional revenues for landowners, property taxes for the Township of North Glengarry and economic activity within the Township.

Local Benefits

- **Employment** - High skill, 'green' collar jobs in construction – civil works, mechanical installation, electrical connection, landscaping.
- **Financial** – Property tax benefits, diversified income stream for rural landowners, especially on underutilized land.
- **Industrial Growth and Diversification** - Needed energy capacity allows for increased development in your municipality.
- **Natural Gas and Transmission Line Offset** - Distributed energy provides electrical grid support, intelligence, and resilience.

Municipal Council Support Resolution

Compass, on behalf of North Glengarry BESS Limited Partnership, is requesting a municipal council support resolution to support this project in obtaining rated criteria points in the IESO procurement.

Why provide a municipal council support resolution?

- The IESO's Long Term 1 procurement provides rated criteria points for Municipal Council Support Resolutions, which will help ensure your municipality benefits from the investment in a battery storage project.
- The Township of North Glengarry is a priority area of growing electrical demand and requires additional supply resources during peak demand times that will be provided for by this battery storage project.
- North Glengarry BESS Limited Partnership will provide economic and tax benefits to the Township of North Glengarry for 20 plus years.
- North Glengarry BESS Limited Partnership supports a variety of your municipal plans and objectives by supporting greater adoption of renewable energy and sustainability.
- North Glengarry BESS Limited Partnership needs the council support resolution passed before November 2023 to allow us to prepare our full proposal in advance of the IESO submission date of December 12, 2023.

Thank you

Contact

James Marzotto

Associate Director, Development

Email: james@compassenergyconsulting.ca

Phone: 1-905-650-3682

Rishabh Mundhra

Senior Consultant

Email: rishabh@compassenergyconsulting.ca

Phone: +1 (647) 574-2195

Compass Renewable Energy Consulting

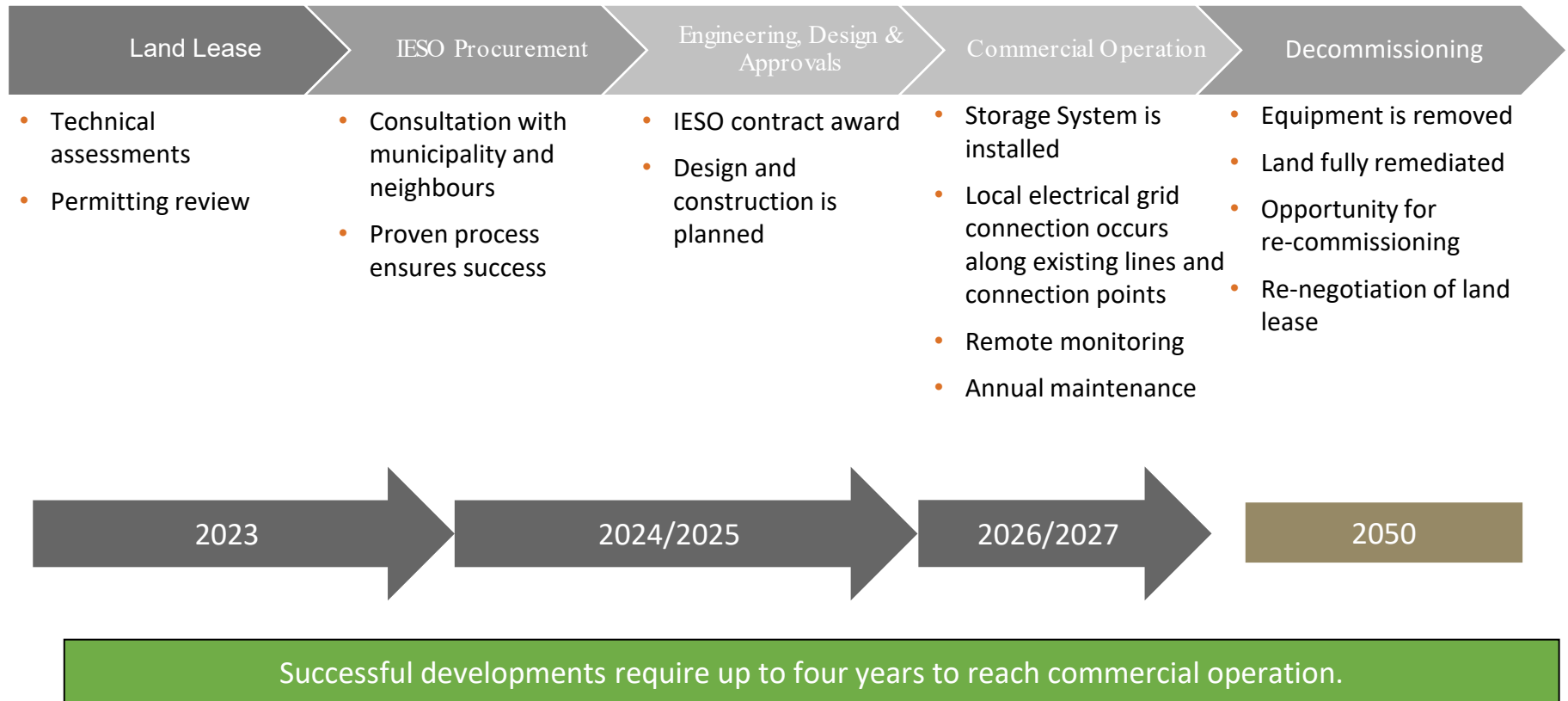
192 Spadina Ave., Suite 506, Toronto, ON, M5T 2C2



Appendices

1. Development Timeline
2. Safety
3. Service Commitment
4. Decommissioning

1. Development Timeline



2. Safety - BESS Safety Systems

Battery energy storage systems are subject to a number of third-party standards to ensure safe operation and prevent damage to the BESS and land.

Codes and Standards that apply to BESS

- National Building Code
- National Fire Code Canada
- UL 9540 Energy Storage Safety Systems
- UL9540A Standard for Test Method for Evaluating Thermal Runaway Fire Propagation in BESS
- NFPA 855 - Installation of Stationary Energy Storage Systems
 - NFPA - Standard on Explosion Prevention Systems
- UL 1973 Batteries for use in Stationary and Motive Auxiliary Power Applications
- UL 1741 - Inverters, Converters Controllers and Interconnection System Equipment
- Ontario Electrical Safety Code
- Ontario Distribution System Code

2. BESS Safety Questions and Answers

Question	Answer
What if there is a fire in the BESS?	Avoiding a fire starts with battery chemistry. Lithium Iron Phosphate (LFP) have a lower energy density and no cobalt so are less likely to overheat. In addition, BESS enclosures have built in fire suppression system (FSS) solutions. The FSS system is composed of temperature sensors, smoke detectors and gas detectors, whose main function is to prevent fire spread in time when any open flame signal or gas signal appears in the battery system and sent out fire signal to EMS system. BESS are certified to UL 9540 and 9540 A standards to prevent fire spread and suppression at the cell and the BESS system level. The selected battery chemistry LFP releases less gas during thermal runaway meaning less possibility of a fire.
Can the batteries leak and impact the ground / ground water?	<p>These BESS do not use lead acid batteries, and therefore do not leak.</p> <p>Mechanical failures include physical damage could create heat or a fire. Hazards associated with lithium-ion battery energy storage systems are centered on the flammable organic electrolyte and its highly reactive electrodes. However, if the batteries are punctured, there is a risk of electrolyte to be exposed to air, which will result in chemical reaction, leading to thermal runaway and combustion.</p> <p>Other potentially hazardous wastes would include fire residue, fire debris, fire extinguishing agents leading to contamination of soil and underground water via leaching, burying, dissolution, infiltration and run off. The management of these risks starts at the cell level, with selection of battery chemistry, and compliance with local AHJs and global certifications. This is where UL9540A certification becomes critical to BESS projects. Any other hazardous leaks will be contained in the enclosure.</p>
What other assurances that BESS meet these standards?	BESS systems are subject to third party certification to ensure they comply with all of the required codes and standards. For example, third party Evaluation Services performs an assessment on the sites to ensure compliance with relevant codes.

3. Service Commitment

We believe in the importance of transparency when communicating with all stakeholders and tying our success to their success.

System Design Consultation

- Design adapted to site requirements and local building by-laws
- Layout review and consultation with landowner
- Engineered construction plan accepted by local building department
- Long-term, dependable designs

Risk Mitigation & Minimal System Impact

- Scheduled Operation & Maintenance
- System insurance and liability insurance.
- Physical security measures, and live performance monitoring

Updates & Transparency

- Compass provides regular project updates during the development and construction of the project
- Clarity for stakeholders to understand project progress



4. Decommissioning

BESS facilities have an expected lifespan of 20 + years, or more, with equipment replacement and repowering. At the time of decommissioning, the installed components will be removed and reused/recycled, where possible, and the site restored. All removal of equipment will be done in accordance with the applicable regulations and manufacturer recommendations. **The below summarizes the decommissioning procedure that would be enacted at end of project life .**

BESS - Disconnect all above ground wirings. Remove all BESS enclosures and support structures.

Medium Voltage (MV) Stations, Substation – Disconnect and remove all electrical equipment. Remove inverter and associated equipment. Remove high-voltage substation transformer. Remove concrete foundations for MV Stations and substation components.

Access roads and other components – Consult with the landowner to determine if access roads should be left in place for their continued use. If roads are to be removed, the aggregate materials will be excavated by a backhoe/front-end loader, along with any underlying geotextile fabric. Compacted areas restored.

Underground cables - Underground electrical lines running between inverters and the substation will be removed. All foundation materials removed.



STAFF REPORT TO COUNCIL

Report No: AD 2023-06

September 21, 2023

From: Sarah Huskinson, Chief Administrative Officer

RE: Glengarry Trails Zoning Change

Recommended Motion:

THAT Council of the Township of North Glengarry directs staff to proceed with changing the Official Plan designation on Kenyon Concession 2, Lots 14, 15, 16 & 17, Part of lots 7 to 12 to Major Open Space from Rural to preserve the North Glengarry Trails system.

Background / Analysis:

In May of this year, Richard Kerr from the Friends of the Glengarry Trails Association attended a Council meeting as a delegation to voice his concerns regarding preserving the North Glengarry Trails system, located west of Alexandria. His concerns were that current or future Councils may decide to sell the land where the current trails are located, thereby closing off the trail network. The Friends of the Glengarry have a vested interest, as do local residents, and Council, in safeguarding the trail systems and keeping them open to public access.

Following the meeting, Staff met internally and contacted the County of SDG Planning Director, Peter Young, to discuss the matter. The current Official Plan (and zoning) for the Township owned land used by the trail network is Rural. In discussions it was determined that the only option for the Township at this time to assist in preserving the trail network would be to change the Official Plan to Major Open Space. This type of OP designation prohibits residential development, which would reduce the probability of the land being sold for development.

Alternatives:

Option 1: Council directs staff to move forward with changing the Official Plan designation on the land owned by the Township which is currently used for the Glengarry Trails network.

Option 2: Council does not direct staff and leaves the Official Plan designation as rural.

Financial Implications:

None

Attachments & Relevant Legislation:

Trails Mapping and Official Plan Designation

Others Consulted:

Richard Kerr, Friends of the Glengarry Trails Association

Peter Young, Director of Planning and Economic Development Services for SDG Counties

Jacob Rheaume, Director of Planning, Building and By-law

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk

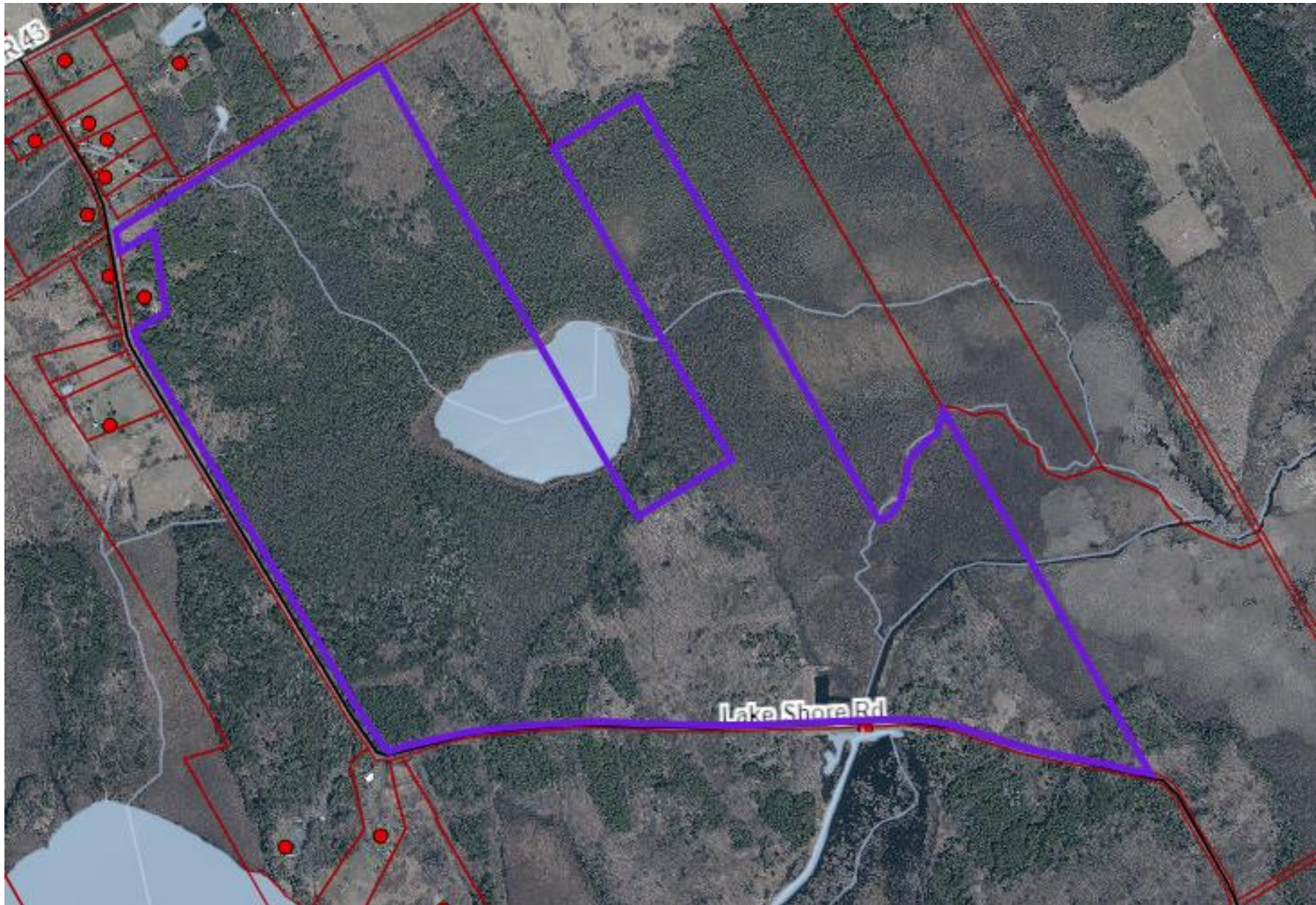
Zoning – Rural (Green), Floodplain (blue hatch), Wetlands (green grass hatch)



OP Designation – Rural District (grey) & Provincially Significant Wetlands (green grass hatch)











STAFF REPORT TO COUNCIL

Report No: CS-2023-18

September 25, 2023

From: Anne Leduc – Director of Community Services

RE: Confirmation of North Glengarry representative and alternate for the SDG Accessibility Advisory Committee

Recommended Motion:

THAT Council receives Staff Report No. CS-2023-18; and

That Council authorizes staff to advise the United Counties of Stormont, Dundas and Glengarry that Mrs. Melissa Dubeau from Alexandria will serve as representative and that Mrs. Brenda Palmer from Alexandria will serve as alternate representative for the Township of North Glengarry on the SDG Accessibility Advisory Committee, replacing Mr. Roderick Tyo.

Background / Analysis:

The purpose of the *Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11* (ODA) is to improve opportunities for people with disabilities and to provide for their involvement in the identification, removal, and prevention of barriers to allow their full participation in life.

To this end, the ODA mandates that each municipality prepares an accessibility plan. The plan and updates outline the history of initiatives to:

- identify, remove, and prevent barriers;
- operational and decision making reviews;
- completed initiatives and the targets; and
- actions to be taken by the municipality.

The municipality recently filed its AODA compliance report after Council approved the North Glengarry 2023 Multi-year Accessibility Plan during its meeting on August 14, 2023.

In order to ensure quorum for the SDG Accessibility Advisory Committee, the Council for the United Counties of Stormont, Dundas and Glengarry approved the appointment of alternates for the SDG Accessibility Advisory Committee at their August 28, 2023 meeting.

As a result, the Committee will now consist of one representative and one alternate representative from each of the lower tier municipalities within Stormont, Dundas and Glengarry, with the majority of the Committee experiencing some form of disability. Renewal of the Committee members usually occurs after each municipal election.

During the July 2023 SDG Accessibility Advisory Committee, it was suggested to find individuals with a non-visible disability or someone who represents an individual with a non-visible disability as this is becoming a more prevalent clientele.

Coincidentally, North Glengarry's representative, Mr. Roderick Tyo, has advised Township staff that he would like to retire as North Glengarry's representative on the SDG Accessibility Advisory Committee.

With this information in hand, the municipality is proposing that two individuals be appointed as representative and alternate representative to the SDG Accessibility Advisory Committee. Mrs. Melissa Dubeau has a family member that suffers from a rare genetic condition that affects her physically and intellectually. Mrs. Brenda Palmer has a family member with autism. Both have extensive experience navigating government services and advocating for individuals with non-visible disabilities.

Staff would like to thank Mr. Tyo for his long-standing position as the Township's representative on the SDG Accessibility Advisory Committee and his contributions to ensure that the municipality continually strived towards being more accessible.

Alternatives:

Option 1 – Recommended – That Council authorizes staff to advise the United Counties of Stormont, Dundas and Glengarry that Mrs. Melissa Dubeau from Alexandria will serve as representative and that Mrs. Brenda Palmer from Alexandria will serve as alternate representative for the Township of North Glengarry on the SDG Accessibility Committee, replacing Mr. Roderick Tyo.

Or

Option 2 – Not recommended – That Council directs staff to propose another individual(s) as North Glengarry's representative or alternate representative on the SDG Accessibility Committee.

Financial Implications:

Accessibility improvements are funded through the Township's Operating Budget GL 1-4-1200-6450. This year the proposed 2023 Operating Budget contains \$20,000 for targeted repairs or renovations that improve accessibility in its facilities.

Notwithstanding the \$20,000 in targeted accessibility funding, the Township's staff uses every opportunity available to incorporate improvements for accessibility whenever they undertake renovations, repairs, or construction projects. Accessibility improvements far surpass \$20,000 in value as the costs for these additional improvements are absorbed under each project's budget.

Attachments & Relevant Legislation:

Relevant Legislation - *Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c. 11* - <https://www.ontario.ca/laws/statute/05a11>

SDG Council Staff Report – Annual Update to the County's Multi-Year Accessibility Plan - <https://pub-sdgcounities.escribemeetings.com/filestream.ashx?DocumentId=3398>

North Glengarry 2023 Multi-Year Accessibility Plan - <https://www.northglengarry.ca/en/town-hall/resources/Accessibility/2023-Multi-Year-North-Glengarry-Accessibility-Plan-Update-FINAL.pdf>

Others Consulted:

Kimberley Goyette – Director of Finance

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk



STAFF REPORT TO COUNCIL

Report No: TR2023-16

September 12, 2023

From: Kimberley Goyette – Director of Finance/Treasurer

RE: 2024 Borrowing for Fleet

Recommended Motion:

THAT the Council of the Township of North Glengarry recommends borrowing for the pumper truck from the Royal Bank of Canada for an amortization term of 15 years with a financing term of 5 years totaling \$80,000.

Background / Analysis:

Council has preapproved the funding for two tandem trucks for Public Works and a Pumper for the Fire Department for the 2024 budget. The total of all these fleet vehicles equates to \$1,560,000.

With the uncertainty of interest rates there arises two options:

1. Borrow from the Royal Bank of Canada with a current interest rate of 5.8% over a 15 year amortization term with a borrowing term of 5 years. The term is shorter in hopes that interest rates would be lower upon renewal in 5 years. There are no additional fees and the funds could be provided in as little as two days. The annual cost of borrowing would be approximately \$155,954 for the first 5 years with the hopes of renewing at a lower interest rate.

OR

2. Borrow from Infrastructure Ontario with an interest rate provided at 4.92% over a 15 year amortization term, but the term of the loan would also have to be 15 years locking that interest rate in for the full 15 years. Additional legal and administrative fees would be charged at approximately \$2,000 in the first year. Funds can only be provided on the 1st and 15th of the month and it takes approximately one month to obtain funding. The annual cost of borrowing would be approximately \$147,257 annually for the full 15 years.

The pumper is expected late December or early January. Since obtaining funds takes time if Infrastructure Ontario is the chosen option, the Treasury Department is requesting direction from Council at this time.

With the tandems not arriving until October 2024, there is still hope that the bank rate will drop a little bit by then, however the interest rates provided in this report cannot be guaranteed in future months and predictions of the economy are unknown.

Alternatives:

1. Recommend obtaining funding from the Royal Bank of Canada
2. Recommend obtaining funding from Infrastructure Ontario.

Financial Implications:

The difference in funding is approximately \$8,700 annually (full impact in 2025). Approximately \$13,718 will be freed up in February as the loan for the rescue equipment will be paid in full. Furthermore, the tandem trucks are not expected until October of 2024.

The total impact for the two options for 2024 are:

Financial Impacts for 2024		
Infrastructure Ontario		
Pumper	75,516.72	
Tandems	17,935.22	(3 months)
Legal	2,000.00	
Rescue vehicle paid off	(13,718.00)	
	<u>81,733.94</u>	
Royal Bank of Canada		
Pumper	79,976.63	
Tandems	18,994.45	(3 months)
Legal	-	
Rescue vehicle paid off	(13,718.00)	
	<u>85,253.08</u>	

Attachments & Relevant Legislation:

Section 401(1) of the *Municipal Act, 2001*, c.25 provides authority for a municipal to incur debt for the purposes of the municipality, whether through borrowing or in any other manner.

Others Consulted:

Infrastructure Ontario
Royal Bank of Canada
Director of Public Works

Reviewed and approved by:
Sarah Huskinson, CAO/Clerk



STAFF REPORT TO COUNCIL

Report No: BP-2023-25

September 25, 2023

From: Chantal Lapierre – Planning Department

RE: ROAD WIDENING BY-LAW 24-2023 MCCORMICK ROAD GLEN ROBERTSON

Recommended Motion:

THAT the Council of the Township of North Glengarry adopts By Law # 24-2023 being a by law to acquire and dedicate a portion of a property for road widening purposes; and

THAT By Law 24-2023 be read a first, second and third time and enacted this 25th day of September 2023.

Background / Analysis: This office has received a request from the Law office of Aubry Campbell MacLean regarding a road widening by law and adoption of same by the Township on the property known as Lochiel Concession 3 South, Part Lot 16, Plan RP14R2609; Part 2, McCormick Road in the Township of North Glengarry.

The request relates to a road dedication by-law from 1986 that was never registered on title. Now that the home is being sold, Wilcox Law office discovered this information and is requesting a road widening by-law be brought to Council for adoption prior to the sales transaction which takes place on September 28th. The Planning Department believes this was a condition on a previous consent application from the previous owner to allow for the widening of McCormick Road where the applicant was to dedicate a portion of the road frontage to be transferred to the Township.

The requirement for road widening is often imposed where the adjacent road does not meet the minimum width standard.

In order to correct this on title, a By Law to confirm the acquisition of certain lands and to dedicate the same as part of the public highways is being presented to Council for consideration.

Alternatives: Option #1 That Council adopt the By Law as presented

OR

Option #2 Council does not adopt the By Law

Financial Implications: No financial implications to the Township

Attachments & Relevant Legislation:

By-Law 24-2023
Plan RP14R2609

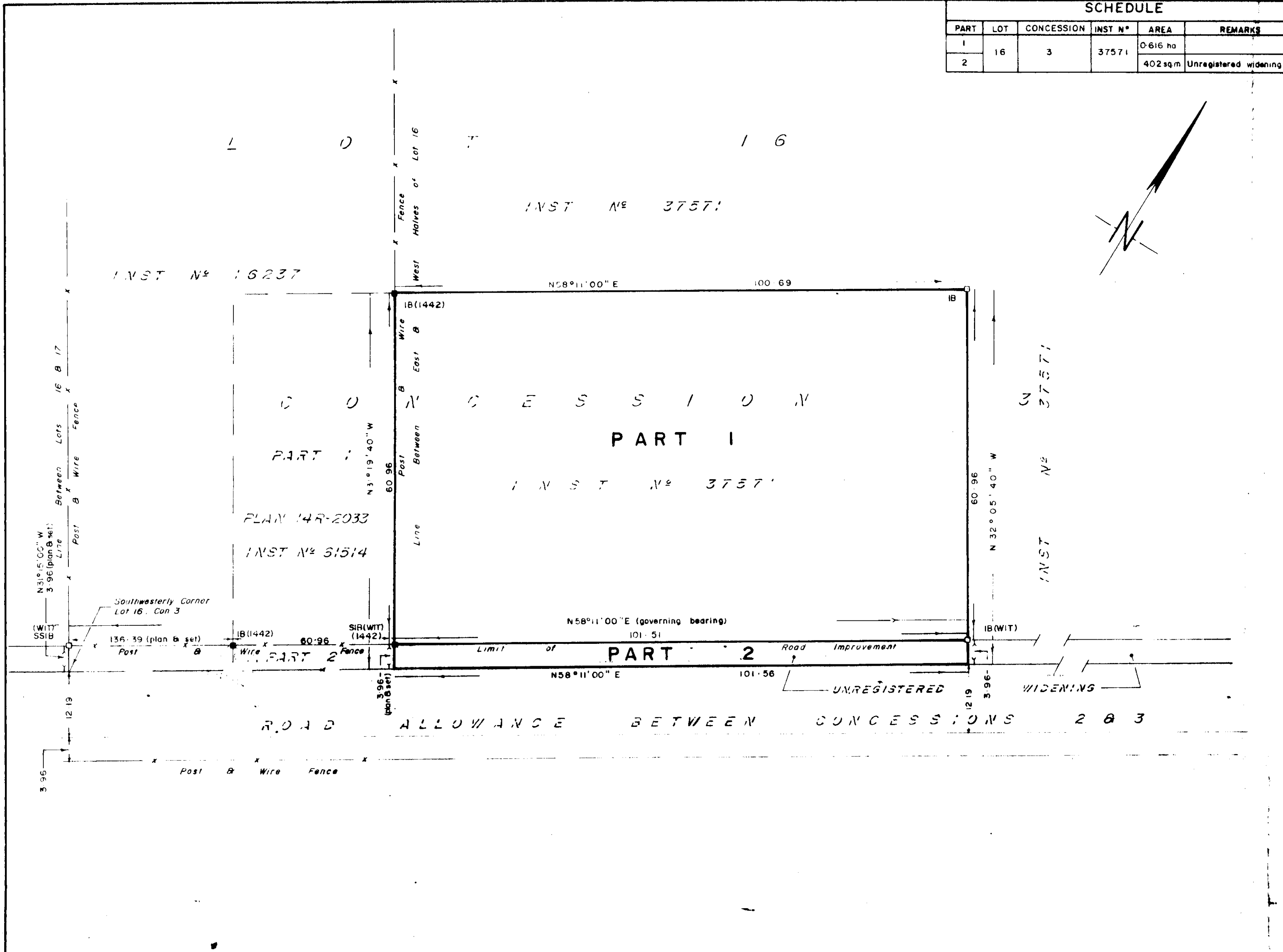
Others consulted:

- Wilcox Law Office
- Aubry Campbell MacLean Law Office

Reviewed by and approved by:
Sarah Huskinson – CAO/Clerk

SCHEDULE					
PART	LOT	CONCESSION	INST N°	AREA	REMARKS
1	16	3	37571	0.616 ha	
2				402 sq.m	Unregistered widening

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE REGISTRY ACT.
 DATE May 13, 1986
R.M. Jason
 RON M. JASON
 LAND REGISTRAR FOR THE REGISTRY DIVISION OF GLENGARRY (N° 14).
 PLAN 14 R-2609
 RECEIVED AND DEPOSITED
 DATE Aug 6th 1986
[Signature]
 METRIC DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048



PLAN OF SURVEY OF
PART OF LOT 16
CONCESSION 3
 TOWNSHIP OF LOCHIEL
 COUNTY OF GLENGARRY
 SCALE 1 : 500
 0 5 10 15 20 30 40 50 metres
 RON M. JASON, O.L.S.
 1986.

NOTES
 BEARINGS SHOWN HEREON ARE ASTRONOMIC, DERIVED FROM THE BEARING N58°11'00\"E AS SHOWN FOR THE NORTHERLY WIDENED LIMIT OF THE ROAD ALLOWANCE BETWEEN CONCESSIONS 2 & 3 ON PLAN 14R-2033.

- 1442 DENOTES J.H. KENNEDY, O.L.S.
- Plan DENOTES PLAN 14R-2033
- (SU) DENOTES SOURCE UNKNOWN
- DENOTES SURVEY MONUMENT FOUND
- DENOTES SURVEY MONUMENT PLANNED
- SI8 DENOTES STANDARD IRON BAR
- SSI8 DENOTES SHORT STANDARD IRON BAR
- IB DENOTES IRON BAR
- DENOTES ROUND
- CC DENOTES CUT CROSS
- WIT DENOTES WITNESS
- Acc DENOTES ACCEPTED
- Meas DENOTES MEASURED
- INST DENOTES INSTRUMENT
- F-2 DENOTES FENCE

SURVEYOR'S CERTIFICATE
 I CERTIFY THAT
 1 THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT AND THE REGISTRY ACT AND THE REGULATIONS MADE THEREUNDER
 2 THE SURVEY WAS COMPLETED ON THE 21st DAY OF APRIL, 1986.

DATE May 13, 1986
R.M. Jason
 RON M. JASON
 ONTARIO LAND SURVEYOR

CAUTION THIS PLAN IS NOT A PLAN OF SUBDIVISION WITHIN THE MEANING OF THE PLANNING ACT

Arnold, Kennedy, Riddell & Jason Surveying Ltd.
 OTTAWA ONTARIO & CANADA LAND SURVEYORS KEMPTVILLE BROCKVILLE
 REG 88-10-113

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW No. 24-2023

A BY-LAW TO CONFIRM THE ACQUISITION OF CERTAIN LANDS AND TO DEDICATE THE SAME AS PART OF THE PUBLIC HIGHWAYS TO BE KNOWN AS MCCORMICK ROAD

REF.: a) *The Municipal Act 2001, S.O. 2001, c. 25 Section 31 and amendments thereto;*
b) *The Public Transportation and Highway Improvement Act, R.S.O. 1990, Chapter P. 50, Section 44, Subsection 4 and amendments thereto;*

WHEREAS the Corporation deems it expedient to acquire those parts of PIN 67155-0199 being Lochiel Concession 3 South, Part of Lot 16, Township of North Glengarry, designated as Part 2 on Plan 14R2609 for the purpose of future widening of McCormick Road.

AND WHEREAS the Corporation of the Township of North Glengarry deems it expedient that the acquisition be confirmed and that the said lands be assumed and dedicated as part of the public highway.

NOW THEREFORE the Council of the Corporation of the Township of North Glengarry **HEREBY ENACTS AS FOLLOWS:**

- 1) That the acquisition by The Corporation of the Township of North Glengarry of those parts of PIN 67155-0199 being Lochiel Concession 3 South, Part of Lot 16, Township of North Glengarry, designated as Part 2 on Plan 14R2609 for the purpose of future widening of McCormick Road is hereby authorized and confirmed.
- 2) That the said lands acquired, more particularly described in paragraph (1) of this By-Law be and are hereby dedicated as parts of the public highway to be known as McCormick Road.
- 3) That the Mayor and Clerk of the Corporation of the Township of North Glengarry be and they are hereby authorized to execute all documents and take whatever steps Council for the said Corporation may advise and as may be required to give effect to these presents.

READ A First, Second and Third Time and duly enacted this 25th day of September 2023.

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 24-2023, duly adopted by the Council of the Township of North Glengarry on the 25th day of September, 2023.

Date Certified

CAO/Clerk / Deputy Clerk



STAFF REPORT TO COUNCIL

Report No: PW2023-31

September 25, 2023

From: Timothy Wright, Director of Public Works

RE: Multiyear Retro Reflectivity Agreement – Sole Source

Recommended Motion:

THAT Council of the Township of North Glengarry receives report PW2023-31 and permits the CAO to enter the Township into an agreement with Advantage Data for a five-year agreement for retro reflectivity inspections to meet the Highway Traffic Act Requirements.

Background / Analysis:

To comply with the *Highway Traffic Act* each municipality is required to complete yearly retro reflectivity inspections. Advantage Data has completed the retro reflectivity inspections for the Township for the previous two years and we can secure a better yearly rate if we are able to commit to a longer agreement with them.

There are only two companies that we were able to find who provide this type of service, and both were asked to submit pricing. Unfortunately, the Township didn't receive a response from the second company within the timeframe needed.

Also, as we have been using Advantage Data for two years already to ensure we meet our legislative requirements, there is now a high degree of compatibility between our systems. As such we wish to retain Advantage Data to maintain that compatibility and ensure that our records and inspections are kept accurately year over year. The information gathered from the inspections has allowed us to be able to identify deficiencies that were reducing our overall signage lifecycle cost and save the Township more money in the long run.

Alternatives:

ITEM	QUANTITY	UNIT PRICE	TOTAL PRICE (Including Per Diem)	INITIAL
Option 1 - 1 Year Agreement – Retro-reflectivity Inspection and Inventory Update of Regulatory and Warning Signs	1313 Signs	\$6.45	\$9,868.85	
Option 2 - 3 Year Agreement – Retro-reflectivity Inspection and Inventory Update of Regulatory and Warning Signs	1313 Signs	\$5.95	\$9,212.35	
Option 3 - 5 Year Agreement – Retro-reflectivity Inspection and Inventory Update of Regulatory and Warning Signs	1313 Signs	\$5.45	\$8,555.85	
Per Diem – This is to cover lodging and other travel related expenses. This project will take 1 technician, approximately 7 days to complete dependent on good weather	7 days	\$200 (per technician)	\$1400	

Financial Implications:

\$9,955.85 will be carried for the next five years under contracted services. This will see us save \$1,313 per year as we were previously going with the one-year option.

Attachments & Relevant Legislation:

Highway Traffic Act

Others Consulted:

Michel Currier, Manager of Transportation

Reviewed and approved by:
Sarah Huskinson, CAO/Clerk



STAFF REPORT TO COUNCIL

Report No: PW2023-32

September 25, 2023

From: Timothy Wright Director of Public Works

RE: Non-Budgeted Expenditure Maxville Sewage Station Pump Failure

Recommended Motion:

THAT Council of the Township of North Glengarry receives staff report PW202332,

And that Council approves the transfer of \$16,264 plus HST from the wastewater reserve for the purchase of a new pump for the Maxville sewage pumping station as an emergency expenditure as per the procurement policy.

Background / Analysis:

At around 23:00 on August 17th waterworks staff received a call for high level at the pumping station outside of the Maxville Manor. Staff found the breaker for one pump had tripped and the second pump running but not keeping up with flows. They tried resetting the breaker but it tripped immediately which likely indicated a short in the pump. The Foreman responded to assist the first operator on scene to help to pull out the second pump to clean out. They were then unable to reseat the pump in the proper position.

The Foreman called the Environment Manager to advise him at about 1:15. He made the decision to take the response vac trailer out with a pump to avoid a bypass. They hooked up the pump and bypassed the station. Staff were then able to go in and reseat pump 2 in its proper position. The pump was then tested pump and found to be pumping correctly and was able to keep up with flows.

The following morning an electrician came out to test the pump and confirmed the short. They disconnected the pump and it was brought into Cornwall for diagnostics where it was determined that the cost to rebuild the pump would not be worth the expense. The Environmental Manager procured three quotes and we were able to procure a pump through Surgeson for \$16,264.00 + HST.

Quotation Summary

Surgeson	\$16,264.00 + HST
Eastern Welding	\$17,806.00 + HST
Marleau	\$17,750.00 + HST

The best way to mitigate these failures going forward is to ensure that we have spare pumps ready to be placed into service. This however requires us to standardize our sewage pumps across the system. There is no benefit to early replacement as generally there is not a progressive failure and only a sudden stoppage. Having a replacement pump ready to go and temporarily bypassing with our response trailer is the best option. This brings other factors into play including storage which we are currently short on.

Alternatives:

N/A

Financial Implications:

\$16,264.00+HST to be taken from wastewater reserves as an unbudgeted capital expense.

Attachments & Relevant Legislation:

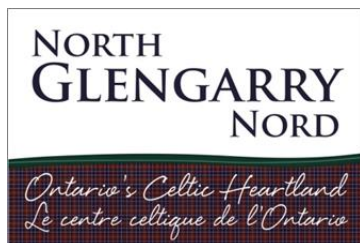
None.

Others Consulted:

Dean McDonald – Environmental Manager

Kimberly Goyette – Director of Finance/ Treasurer

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk



STAFF REPORT TO COUNCIL

Report No: PW2023-33

September 25, 2023

From: Timothy Wright, Director of Public Works

RE: Award of Stone dust Tender

Recommended Motion:

THAT Council of the Township of North Glengarry receives staff report PW2023-33 and authorizes the Mayor and CAO to enter into a multiyear contract with AL Blair for \$98,780.00.

Background / Analysis:

The Township requires stone dust for winter maintenance. Our previous three-year tender expired last year and so it has been tendered for the next three years. AL Blair came in with the lowest price. Previously we had been budgeting \$25,000 per year for stone dust. This will move our budget going forward to \$33,000 per year. This price increase is no surprise as we have been seeing increases across the board this year.

Alternatives:

Company	2023-2024 Unit Price	2024-2025 Unit Price	2025-2026 Unit Price	Total Tender Price
A.L. Blair Construction	\$15.98	\$16.46	\$16.95	\$98,780
GIP Paving	\$16.46	\$16.89	\$17.30	\$101,180.00

Financial Implications:

The increased price is reflective of pricing throughout the industry at the moment.

Attachments & Relevant Legislation:

N/A

Others Consulted:

Zoe Bougie, Public Works Specialist

Michel Currier - Manager of Transportation

Reviewed and approved by:
Sarah Huskinson, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Committee of Adjustment Hearing

**Tuesday, April 11th 2023
Council Chambers
Township of North Glengarry
3720 County Road 34, Alexandria, ON**

A Committee of Adjustment Hearing was held in the Council Chamber on Tuesday, April 11th 2023 at 5:30pm.

COUNCIL MEMBERS PRESENT: Mayor – Jamie MacDonald
Deputy Mayor – Carma Williams
Councillor (Lochiel Ward) – Brian Caddell
Councillor (Maxville Ward) – Gary Martin
Councillor (At Large) – Jacques Massie
Councillor (Kenyon Ward) – Jeff Manley
Councillor (Alexandria Ward) – Michael Madden

MUNICIPAL STAFF PRESENT: CAO/Clerk – Sarah Huskinson
Director of Building, By-law & Planning – Jacob Rhéaume
Planning Department – Chantal Lapierre

COMMITTEE OF ADJUSTMENT HEARING CALLED TO ORDER

The chair of the Committee called the Meeting to order at 5:30pm.

1. DISCLOSURE OF CONFLICT INTEREST

- There were no declarations of interest.

2. ACCEPT THE AGENDA (Additions/Deletions)

Resolution No. 1

Moved By: Michael Madden

Seconded By: Brian Caddell

That the Council of the Township of North Glengarry accepts the Committee of Adjustment Hearing agenda of Tuesday, April 11th/2023.

Carried

3. RATIFY MINUTES

Resolution No. 2

Moved By: Jacques Massie

Seconded By: Jeff Manley

That the Council of the Township of North Glengarry accepts the minutes of the Committee of Adjustment Hearing of Monday, November 28th, 2022.

Carried

**The meeting was then turned over to the Planning Department
- Director of Building, By-law & Planning – Jacob Rhéaume**

4. MINOR VARIANCES

MV-04-2023

Owner: Lynn Gallant-Whipp & David Whipp

Location: 19217 Fist St., Apple Hill

Purpose of application: To seek relief from the Comprehensive Zoning By-law 39-2000 requirements;

- For a reduction of the interior side yard width setback from the required 1.5m to the proposed 0.6m and;
- For an increase in the lot coverage from the maximum permitted 10% to the proposed 20%, to permit the construction of an accessory storage building for residential use.

Resolution No. 3

Moved by: Jeff Manley

Seconded by: Gary Martin

It is the recommendation of the Planning Department that the Committee of Adjustment approve Minor Variance application MV-04-2023 as submitted.

The clerk asked three times for comments from the public in attendance and from members of Council.

No comments were received.

Carried

5. OLD BUSINESS

6. NEW BUSINESS

7. NOTICE OF MOTION

8. ADJOURNMENT

Resolution No. 4

Moved by: Brian Caddell

Seconded by: Michael Madden

There being no further business to discuss, the Committee of Adjustment Hearing was adjourned at 5:38pm.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Public Meeting of Planning

Tuesday, May 23rd 2023

Council Chambers

Township of North Glengarry

3720 County Road 34, Alexandria, ON

A Public Meeting of Planning was held in the Council Chamber on Tuesday, May 23rd 2023 at 5:30pm.

COUNCIL MEMBERS PRESENT: Mayor – Jamie MacDonald
Deputy Mayor – Carma Williams
Councillor (Lochiel Ward) – Brian Caddell
Councillor (Maxville Ward) – Gary Martin
Councillor (At Large) – Jacques Massie
Councillor (Kenyon Ward) – Jeff Manley
Councillor (Alexandria Ward) – Michael Madden

MUNICIPAL STAFF PRESENT: CAO/Clerk – Sarah Huskinson
Director of Building, By-law & Planning – Jacob Rhéaume
Planning Department – Chantal Lapierre

PUBLIC MEETING OF PLANNING CALLED TO ORDER

The chair of the Committee called the Meeting to order at 5:30pm.

1. DISCLOSURE OF CONFLICT INTEREST

- There were no declarations of interest.

2. ACCEPT THE AGENDA (Additions/Deletions)

Resolution No. 1

Moved By: Michael Madden

Seconded By: Brian Caddell

That the Council of the Township of North Glengarry accepts the Public Meeting of Planning agenda of Tuesday, May 23rd/2023.

Carried

3. RATIFY MINUTES

Resolution No. 2

Moved By: Jeff Manley

Seconded By: Gary Martin

That the Council of the Township of North Glengarry accepts the minutes of the Public Meeting of Planning of Monday, March 27th/2023.

Carried

Resolution No. 3

Moved By: Jacques Massie

Seconded By: Carma Williams

That the Council of the Township of North Glengarry accepts the minutes of the Public Meeting of Planning of Tuesday, April 11th/2023.

Carried

The meeting was then turned over to the Planning Department

- **Director of Building, By-law & Planning – Jacob Rhéaume**

4. ZONING AMENDMENTS

a) Z-07-2023

Owner: Cyril & Myriam Schneider

Location: 21991 Emma Lane, Glen Robertson

Purpose of applications: To re-zone the retained portion of the subject lands from General Agricultural (AG) to General Agricultural Special Exception 227 (AG-227) to prohibit residential development.

The clerk asked for comments from the public in attendance and from members of Council.

Councillor (At Large) – Jacques Massie – Was asking if every severance has a survey?

Director of Building, By-law & Planning – Jacob Rhéaume – Responded by explaining that it's a condition on all consent applications to have the land surveyed.

Deputy Mayor – Carma Williams – Wanted to know if we were limiting the use of this land? And is it good planning practice?

Director of Building, By-law & Planning – Jacob Rhéaume – Explained that it is up to the property owners. Other ideas were provided but they decided that the land division that they were proposing suited their needs best. It may not be the best option for future development but the owners are aware.

Councillor (Kenyon Ward) – Jeff Manley – Was inquiring if any new future potential owners could build on that land?

Director of Building, By-law & Planning – Jacob Rhéaume – Clarified that no, future owners would not be permitted to build. Should the Township decide to open the road, we could pass another amendment to approve the new development.

The clerk asked two additional times for comments from the public and from members of Council.

No other comments were received.

b) Z-08-2023

Owner: Michelle & Mario Longtin

Location: 1610 McMaster Rd., Dunvegan

Purpose of applications: To re-zone both the severed and retained portion subject to consent application B-32-23 condition No. 2 & 3 as follows:

The **retained** portion of the property (49.94 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-228) to:

- prohibit residential development and;

The **severed** portion of the property (1.98 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-229) to:

- prohibit agricultural uses.

The clerk asked two additional times for comments from the public and from members of Council.

No other comments were received.

c) Z-09-2023

Owner: Benjamin Lavigne

Location: 2825 Hope Ouimet Rd., Glen Robertson

Purpose of applications: To re-zone both the severed and retained portion subject to consent application B-104-22 condition No. 4 & 5 as follows:

The **retained** portion of the property (48.52 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-230) to:

- prohibit residential development and;

The **severed** portion of the property (2.81 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-231) to:

- prohibit agricultural uses and;
- acknowledge the interior yard setback deficiency from the required 6m to the proposed 1m for the accessory storage building higher than 5m.

The clerk asked two additional times for comments from the public and from members of Council.

No other comments were received.

d) Z-10-2023

Owner: Benjamin Lavigne
Location: 22285 Ste Anne Rd., Glen Robertson

Purpose of applications: To re-zone both the severed and retained portion subject to consent application B-105-22 condition No. 4 & 5 as follows:

The **retained** portion of the property (102.26 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-232) to:

- prohibit residential development and;

The **severed** portion of the property (2.82 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-233) to:

- prohibit agricultural uses.
- acknowledge the rear yard setback deficiency from the required 15m to the proposed 3.11m for the accessory storage building higher than 5m and;
- acknowledge the interior yard setback deficiency from the required 6m to the proposed 3m for the accessory storage building higher than 5m.

The clerk asked two additional times for comments from the public and from members of Council.

No other comments were received.

- 5. OLD BUSINESS**
- 6. NEW BUSINESS**
- 7. NOTICE OF MOTION**
- 8. ADJOURNMENT**

Resolution No. 3
Moved by: Gary Martin
Seconded by: Jeff Manley

There being no further business to discuss, the **Public Meeting of Planning** was adjourned at 5:55pm.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Committee of Adjustment Hearing

**Monday, June 26th 2023
Council Chambers
Township of North Glengarry
3720 County Road 34, Alexandria, ON**

A Committee of Adjustment Hearing was held in the Council Chamber on Monday, June 26th 2023 at 5:30pm.

COUNCIL MEMBERS PRESENT: Mayor – Jamie MacDonald
Deputy Mayor – Carma Williams
Councillor (Lochiel Ward) – Brian Caddell
Councillor (Maxville Ward) – Gary Martin
Councillor (Kenyon Ward) – Jeff Manley
Councillor (Alexandria Ward) – Michael Madden

REGRETS: Councillor (At Large) – Jacques Massie

MUNICIPAL STAFF PRESENT: CAO/Clerk – Sarah Huskinson
Director of Building, By-law & Planning – Jacob Rhéaume
Planning Department – Chantal Lapierre

COMMITTEE OF ADJUSTMENT HEARING CALLED TO ORDER

The chair of the Committee called the Meeting to order at 5:30pm.

1. DISCLOSURE OF CONFLICT INTEREST

- There were no declarations of interest.

2. ACCEPT THE AGENDA (Additions/Deletions)

Resolution No. 1

Moved By: Gary Martin

Seconded By: Jeff Manley

That the Council of the Township of North Glengarry accepts the Committee of Adjustment Hearing agenda of Monday, June 26th/2023.

Carried

3. RATIFY MINUTES

Resolution No. 2

Moved By: Jeff Manley

Seconded By: Gary Martin

That the Council of the Township of North Glengarry accepts the minutes of the Committee of Adjustment Hearing of Monday, February 27th, 2023.

Carried

The meeting was then turned over to the Planning Department
- **Director of Building, By-law & Planning – Jacob Rhéaume**

4. MINOR VARIANCES

MV-05-2023

Owner: Joanne & Mario Nadeau

Location: 25 Jacques St., Alexandria

Purpose of application: To seek relief from the Comprehensive Zoning By-law 39-2000 requirements;

- For a reduction in the rear yard depth setback from the required 4.5m (6m-1.5m as per 3.33 (b)) to the proposed 0.3m to permit the construction of an exterior 2-storey deck attached to the existing apartment building.

Resolution No. 3

Moved by: Michael Madden

Seconded by: Brian Caddell

It is the recommendation of the Planning Department that the Committee of Adjustment approve Minor Variance application MV-05-2023 as submitted.

The clerk asked for comments from the public in attendance and from members of Council.

Councillor (Lochiel Ward) – Brian Caddell – Inquired about the width of the deck.

Director of Building, By-law & Planning – Jacob Rhéaume – Responded by saying 16ft deep going north by 26ft in width.

The clerk asked two additional times for comments from the public and from members of Council.

No other comments were received.

Carried

5. OLD BUSINESS

6. NEW BUSINESS

7. NOTICE OF MOTION

8. ADJOURNMENT

Resolution No. 4

Moved by: Brian Caddell

Seconded by: Michael Madden

There being no further business to discuss, the Committee of Adjustment Hearing was adjourned at 5:42pm.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Committee of Adjustment Hearing

Monday, July 10th 2023
Council Chambers
Township of North Glengarry
3720 County Road 34, Alexandria, ON

A Committee of Adjustment Hearing was held in the Council Chamber on Monday, July 10th 2023 at 5:45pm.

COUNCIL MEMBERS PRESENT: Mayor – Jamie MacDonald
Deputy Mayor – Carma Williams
Councillor (Lochiel Ward) – Brian Caddell
Councillor (Maxville Ward) – Gary Martin
Councillor (At Large) – Jacques Massie
Councillor (Kenyon Ward) – Jeff Manley
Councillor (Alexandria Ward) – Michael Madden

MUNICIPAL STAFF PRESENT: CAO/Clerk – Sarah Huskinson
Director of Building, By-law & Planning – Jacob Rhéaume
Planning Department – Chantal Lapierre

COMMITTEE OF ADJUSTMENT HEARING CALLED TO ORDER

The chair of the Committee called the Meeting to order at 5:45pm.

1. DISCLOSURE OF CONFLICT INTEREST

- There were no declarations of interest.

2. ACCEPT THE AGENDA (Additions/Deletions)

Resolution No. 1

Moved By: Gary Martin

Seconded By: Jeff Manley

That the Council of the Township of North Glengarry accepts the Committee of Adjustment Hearing agenda of Monday, July 10th/2023.

Carried

3. RATIFY MINUTES

Resolution No. 2

Moved By: Jacques Massie

Seconded By: Carma Williams

That the Council of the Township of North Glengarry accepts the minutes of the Committee of Adjustment Hearing of Tuesday, April 11th, 2023.

Carried

The meeting was then turned over to the Planning Department
- Director of Building, By-law & Planning – Jacob Rhéaume

4. MINOR VARIANCES

MV-06-2023

Owner: Ron Theoret

Location: 307-309 East Boundary Rd., Alexandria

Purpose of application: To seek relief from the Comprehensive Zoning By-law 39-2000 requirements;

- For a reduction in the lot frontage from the required 30m to the proposed 10m for the retained portion as per condition No. 3 on severance application B-48/23.

Resolution No. 3

Moved by: Michael Madden

Seconded by: Brian Caddell

It is the recommendation of the Planning Department that the Committee of Adjustment approve Minor Variance application MV-06-2023 as submitted.

The clerk asked for comments from the public in attendance and from members of Council.

Mayor – Jamie MacDonald – Was asking if the owner planned on developing/building soon? And wanted to know if maybe the owner should wait on the master plan?

Director of Building, By-law & Planning – Jacob Rhéaume – Explained that there has been some talk on selling the land but feels that the current owner will develop. There is no definite yes or no answer at this time. As for the master plan, that's a question for the owner. However, if the owner wants to proceed with the development, a resolution from Council would be required to approve the septic system that would be installed. Same procedure as last time. The owner will have to determine if it's worth it or not to invest in a septic system.

Deputy Mayor – Carma Williams – Wanted to know why the current apartment buildings weren't able to connect to municipal services?

Mayor – Jamie MacDonald – Answered by saying due to sewer capacity and that a pumping station would be required.

Deputy Mayor – Carma Williams – Which portion would be developed?

Director of Building, By-law & Planning – Jacob Rhéaume – Responded by saying that you couldn't put another apartment building on the severed portion as the septic systems are maxed out. Development would be on the retained portion.

Councillor (Kenyon Ward) – Jeff Manley – Wanted to know if we do get a pumping station, can there be more apartments?

Director of Building, By-law & Planning – Jacob Rhéaume – Yes, there could be more but the septic systems would have to be removed.

The clerk asked two additional times for comments from the public and from members of Council.

No other comments were received.

Carried

- 5. OLD BUSINESS
- 6. NEW BUSINESS
- 7. NOTICE OF MOTION
- 8. ADJOURNMENT

Resolution No. 4
Moved by: Jeff Manley
Seconded by: Gary Martin

There being no further business to discuss, the Committee of Adjustment Hearing was adjourned at 6:03pm.

Carried

CAO/Clerk/Deputy Clerk

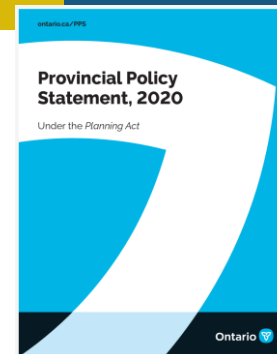
Mayor/Deputy Mayor



Population and Growth Management Study Update

September 20, 2023

Population and Employment Projections



1.2.4 Where planning is conducted by an upper-tier municipality, the upper-tier municipality in consultation with lower-tier municipalities shall:

- a) identify and allocate population, housing and employment projections for lower-tier municipalities. Allocations and projections by upper-tier municipalities shall be based on and reflect provincial plans where these exist and informed by provincial guidelines;
- b) identify areas where growth or development will be directed, including the identification of nodes and the corridors linking these nodes;
- c) identify targets for intensification and redevelopment within all or any of the lower-tier municipalities, including minimum targets that should be met before expansion of the boundaries of settlement areas is permitted in accordance with policy 1.1.3.8;
- d) where major transit corridors exist or are to be developed, identify density targets for areas adjacent or in proximity to these corridors and stations, including minimum targets that should be met before expansion of the boundaries of settlement areas is permitted in accordance with policy 1.1.3.8; and
- e) provide policy direction for the lower-tier municipalities on matters that cross municipal boundaries.

Current Projections (2016)

Table 2.4 - PROJECTED TOTAL POPULATION GROWTH, 2016-2036

Municipality	2016	2021	2026	2031	2036	Net change	Compound Annual Growth (%)
South Glengarry	13,565	13,564	13,723	13,812	13,763	197	0.1
North Glengarry	10,528	10,365	10,391	10,366	10,292	-236	-0.1
South Stormont	13,431	13,493	13,706	13,839	13,815	384	0.1
North Stormont	7,222	7,200	7,282	7,323	7,295	72	0.1
South Dundas	11,173	11,252	11,489	11,654	11,657	484	0.2
North Dundas	11,715	12,107	12,640	13,099	13,236	1,522	0.6
Total	67,634	67,981	69,231	70,093	70,058	2,423	0.2

Based on 2011 Census

Current Projections (2016)

Table 2.6 - PROJECTED EMPLOYMENT GROWTH, 2016-2036

Municipality	2016	2021	2026	2031	2036	Net Change	Compound Annual Growth (%)
South Glengarry	4,837	4,704	4,570	4,452	4,432	-405	-0.4
North Glengarry	3,567	3,488	3,438	3,496	3,475	-92	-0.1
South Stormont	2,187	2,056	1,911	1,783	1,717	-470	-1.2
North Stormont	1,333	1,284	1,243	1,215	1,240	-93	-0.3
South Dundas	4,097	3,968	3,810	3,673	3,562	-534	-0.7
North Dundas	4,356	4,230	4,027	3,878	3,577	-779	-1.0
Total	20,377	19,730	18,999	18,497	18,003	-2,373	-0.6

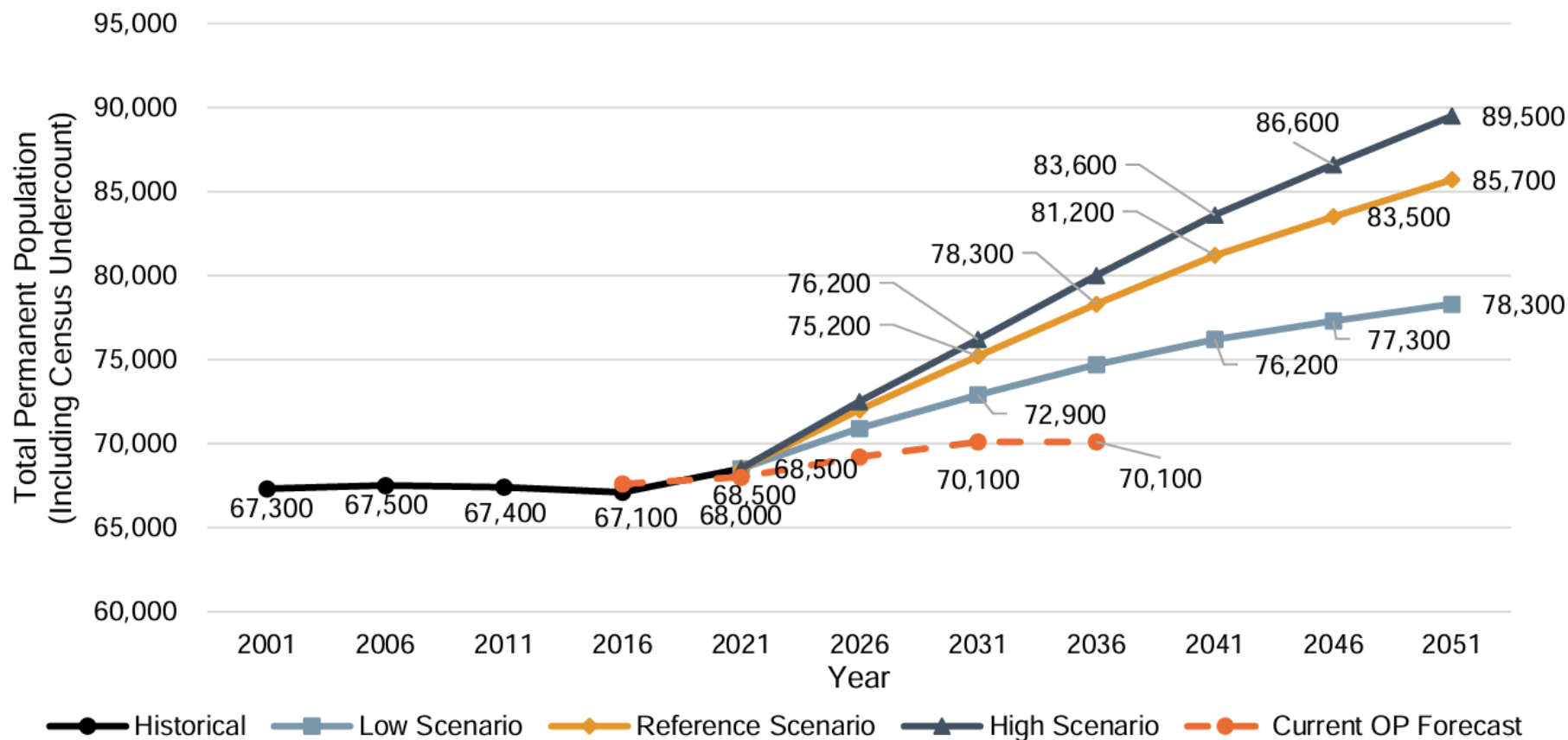
Based on 2011 Census



What's Changed?

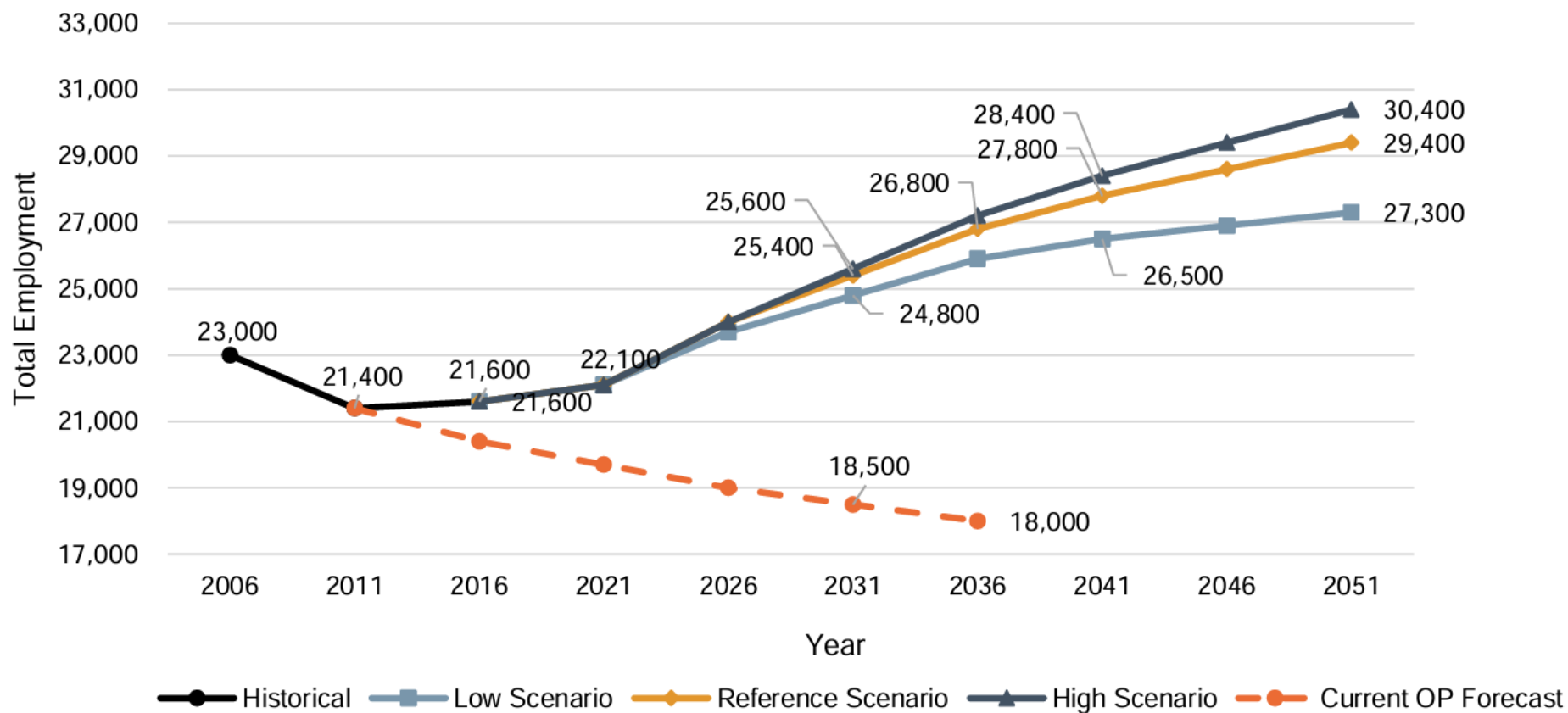
- Official Plan approved in 2022 by OLT
- Census 2021 data vs 2011
- Draft 2023 PPS requires enough land to accommodate 25+ years of growth
- Ontario and SDG growing faster than previously projected
- Higher than historical housing demand
- Growth in logistics sector and some recovery in manufacturing post 2011
- Growth in work from home

Figure 4-5
United Counties of Stormont, Dundas and Glengarry
Long-term Forecast Population Scenarios, 2021 to 2051



Source: Historical from Statistics Canada Census 2006 to 2021, Current OP Forecast from United Counties of Stormont, Dundas and Glengarry Official Plan (2018). Low, Reference, and High Scenario forecasts by Watson & Associates Economists Ltd.
Note: Population includes net Census undercount.

United Counties of Stormont, Dundas and Glengarry Long-Term Total Employment Forecast Scenarios, 2021 to 2051





United Counties of Stormont, Dundas and Glengarry

Summary of Historical and Forecast Population by Area Municipality, 2001 to 2051

Ref.	North Dundas	North Glengarry	North Stormont	South Dundas	South Glengarry	South Stormont
Population 2001	11,014	10,589	6,855	10,783	12,700	11,941
Population 2021	11,304	10,144	7,400	11,044	13,330	13,570
Population Share 2021	17%	15%	11%	17%	20%	20%
Population 2051	15,200	11,800	9,500	12,800	16,400	17,800
Population Share 2051	18%	14%	11%	15%	20%	21%
Population Growth 21-51	3,896	1,656	2,100	1,756	3,070	4,230
Population Growth Rate 21-51	1.0%	0.5%	0.8%	0.5%	0.7%	0.9%
Population Growth Rate 01-21	0.1%	-0.2%	0.4%	0.1%	0.2%	0.6%

Source: 2001 to 2021 from Statistics Canada; forecast by Watson & Associates Economists Ltd., 2022.



United Counties of Stormont, Dundas and Glengarry
Share of Permanent Housing Growth by Area Municipality by Structure Type,
2021 to 2051

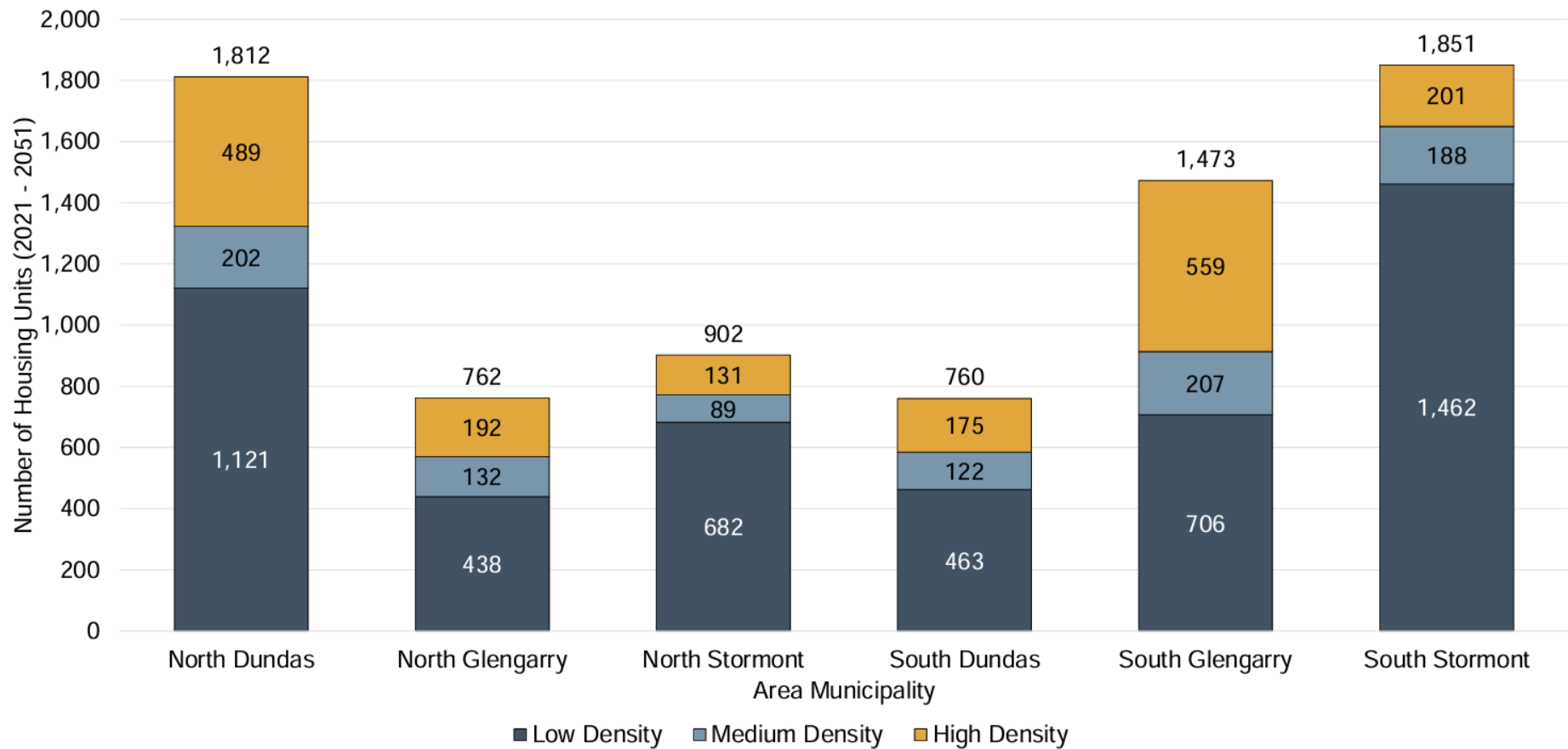
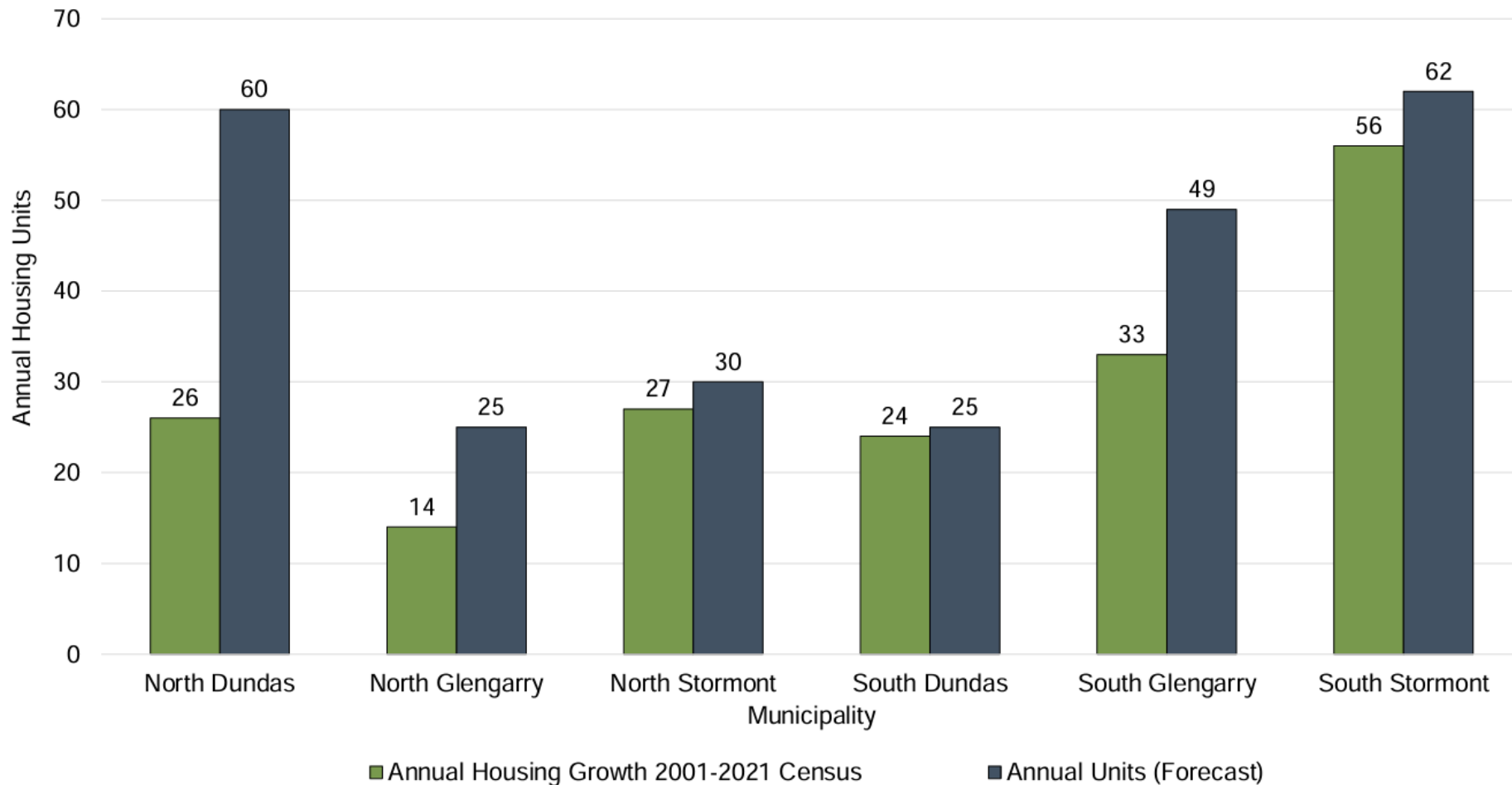




Figure 5-2

United Counties of Stormont, Dundas and Glengarry Annual Housing Growth by ARea Municipality, 2001 to 2021 and 2021 to 2051



North Glengarry Population

North Glengarry

Year	Population (Excluding Census Undercount)	Population (Including Census Undercount) ¹	Households				Persons Per Unit (PPU)
			Low Density ²	Medium Density ³	High Density ⁴	Total	
2016	10,109	10,410	3,735	240	345	4,320	2.34
2021	10,144	10,446	3,635	325	465	4,425	2.29
2026	10,388	10,697	3,697	334	494	4,526	2.30
2031	10,796	11,118	3,812	368	529	4,709	2.29
2036	11,106	11,437	3,886	390	561	4,837	2.30
2041	11,406	11,745	3,955	412	595	4,962	2.30
2046	11,617	11,964	4,018	435	627	5,080	2.29
2051	11,836	12,189	4,073	457	657	5,187	2.28
2021-2051	1,692	1,743	438	132	192	762	

Municipality	Settlement Area	Low Density	Medium Density	High Density	Total	Population
North Glengarry	Alexandria	290	80	120	480	1,060
	Maxville	110	50	70	240	520
	Rural	40	0	0	40	110
	Total	440	130	190	760	1,690

North Glengarry Employment

Timing	Primary	Work at Home	Industrial	Commercial/ Population Related	Institutional	N.F.P.O.W. ¹	Total
2021 Base	150	670	1,010	1,070	930	900	4,730
2021 - 2026	10	10	30	70	20	20	170
2021 - 2031	10	30	70	90	40	40	290
2021 - 2036	20	60	80	120	60	70	410
2021 - 2041	30	80	100	140	70	90	510
2021 - 2046	30	100	110	160	90	100	580
2021 - 2051	40	110	120	180	100	120	660

Commercial Demand

Figure 7-1
United Counties of Stormont, Dundas and Glengarry
Retail and Commercial Service Space by Urban Area, G.L.A., as of 2022

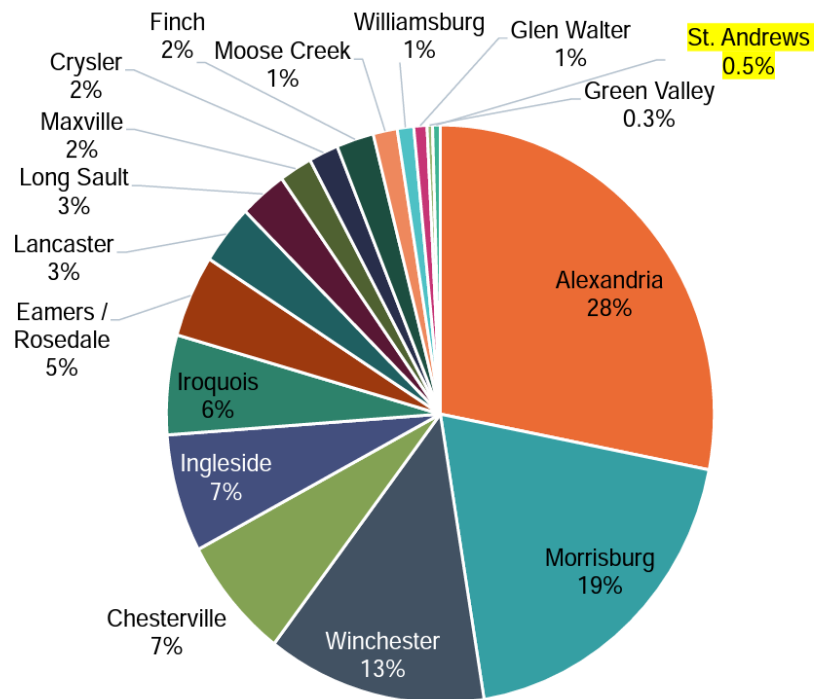
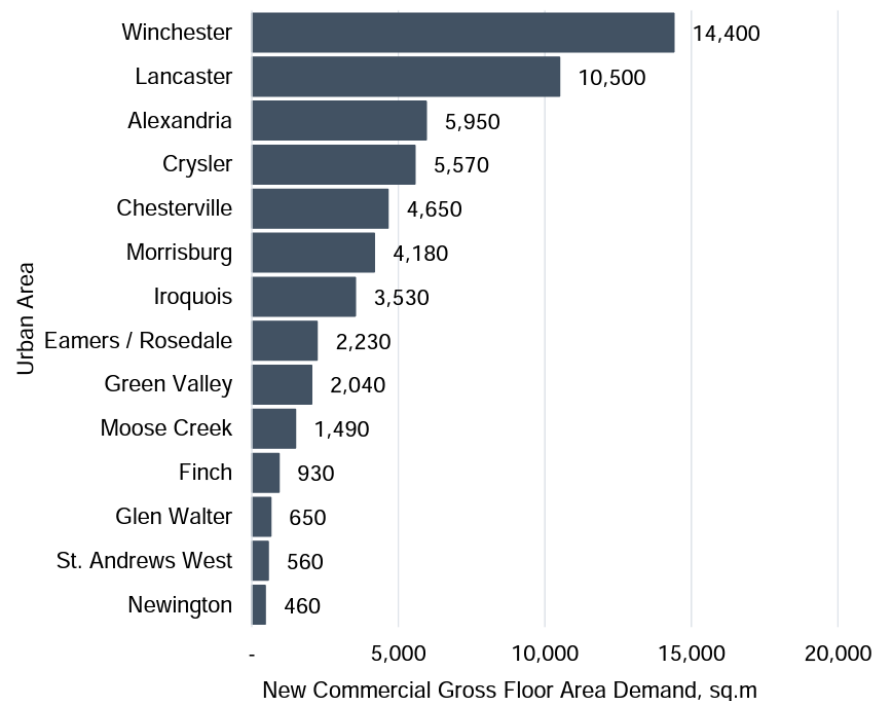


Figure 7-6
United Counties of Stormont, Dundas and Glengarry
Urban Areas
25-Year Commercial Floor Area Space Demand, Sq.m



Source: Watson & Associates Economists Ltd. based on a desktop review and third-party data source, Data Axle, 2022.

Source: Watson & Associates Economists Ltd., 2023.



Land Supply

Figure 6-2
United Counties of Stormont, Dundas and Glengarry
15-Year Urban Housing Supply

Area Municipality	Settlement Area	Total Supply of Draft Approved and Registered Units	Total Supply on Vacant Lands	Total Supply of Housing Units	Long-Term Average Demand	Intensification Demand	Annual Average Demand Excluding Intensification	Years of Supply
North Dundas	Chesterville	130	471	601	16	2	14	42
	Winchester	1,227	581	1,808	52	5	47	39
North Glengarry	Alexandria	312	578	890	18	2	16	55
	Maxville	36	501	537	11	1	10	54
North Stormont	Crysler	-	373	373	19	2	17	22
	Finch	-	1,039	1,039	5	1	5	231
	Moose Creek	-	429	429	9	1	8	53
South Dundas	Iroquois	108	1,016	1,124	11	1	10	114
	Morrisburg	264	655	919	14	1	13	73
	Williamsburg	10	121	131	3	0	3	49
South Glengarry	Glen Walter	459	-	459	14	1	13	36
	Green Valley	8	28	36	2	0	2	20
	Lancaster	246	12	258	39	4	35	7
South Stormont	Eamers / Rosedale	71	1,183	1,254	104	10	94	13
	Ingleside	237	626	863	16	2	14	60
	Long Sault	824	1,215	2,039	49	5	44	46
	Newington	-	268	268	97	10	87	3
	St. Andrews	15	167	182	3	0	3	67
Total SDG		3,947	9,200	13,147	482	48	145	91



Past trends vs new forecast

- While current development proposals and projects are considered, historical growth patterns, employment base, and building permit rates are key factors to growth forecasting models
- New projections forecast stronger housing, employment and population growth than previous projections
- As development projects move forward towards completion, the population projections can be updated and revised
- Aging population in SDG overall, and North Glengarry has the oldest average age (47) in the region with the share over 65% increasing from 24.3% in 2016 to 27.2% in 2021.
- Some older housing may also be demolished

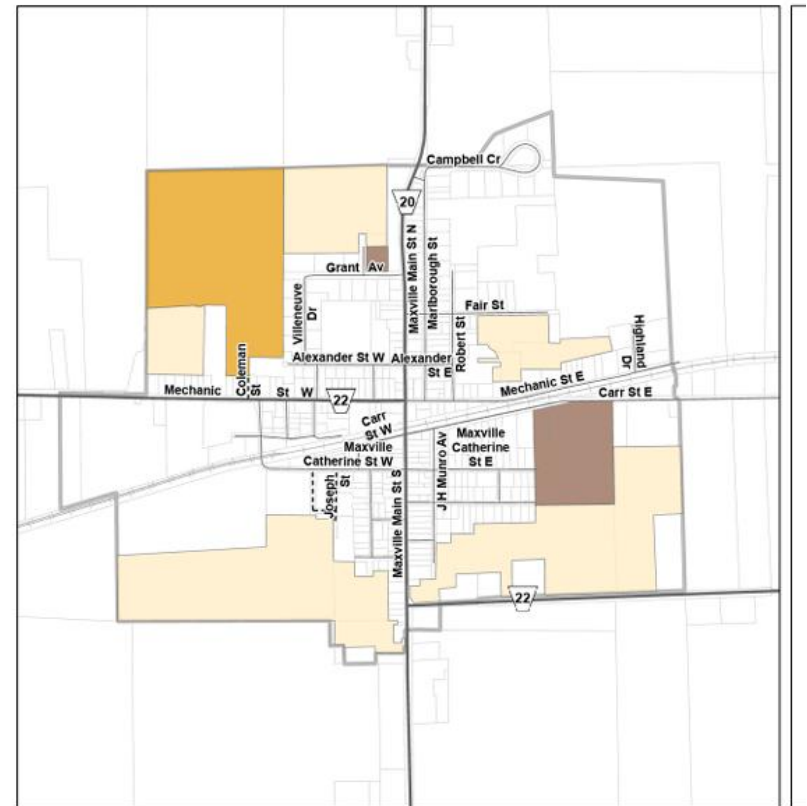
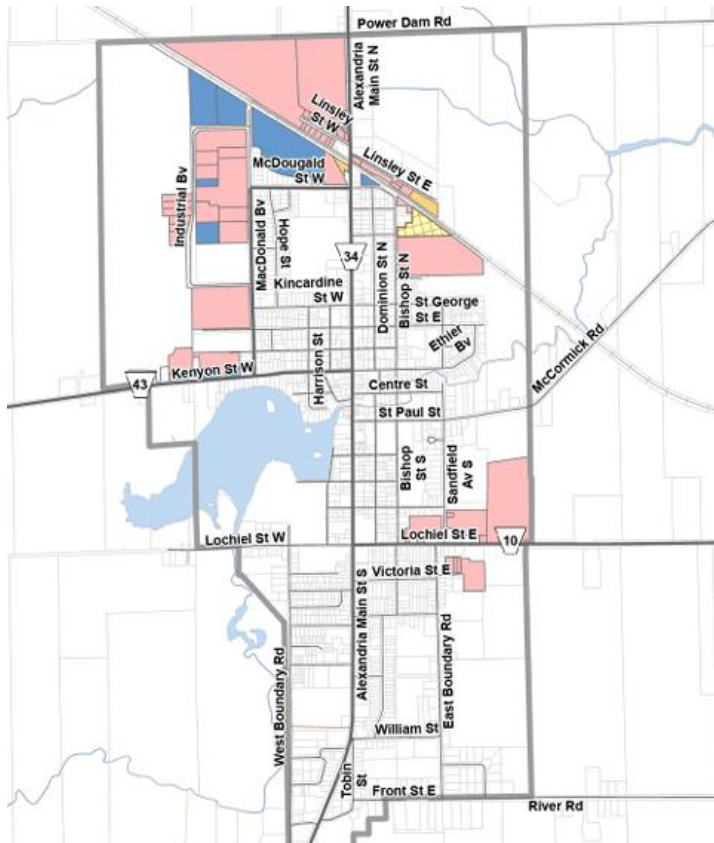


Next Steps

- Provincial Planning Statement anticipated to be finalized Fall 2023 by Ministry of Municipal Affairs and Housing
- New flexibility to allow for land to be planned and designated beyond 25 years provided the following matters are considered:
 - a) sufficient capacity in existing or planned infrastructure/facilities
 - b) the applicable lands do not comprise specialty crop areas;
 - c) the new or expanded settlement area complies with the minimum distance separation formulae;
 - d) impacts on agricultural lands and operations which are adjacent or close to the settlement area are avoided, or where avoidance is not possible, minimized and mitigated to the extent feasible
 - e) the new or expanded settlement area provides for the phased progression of urban development.

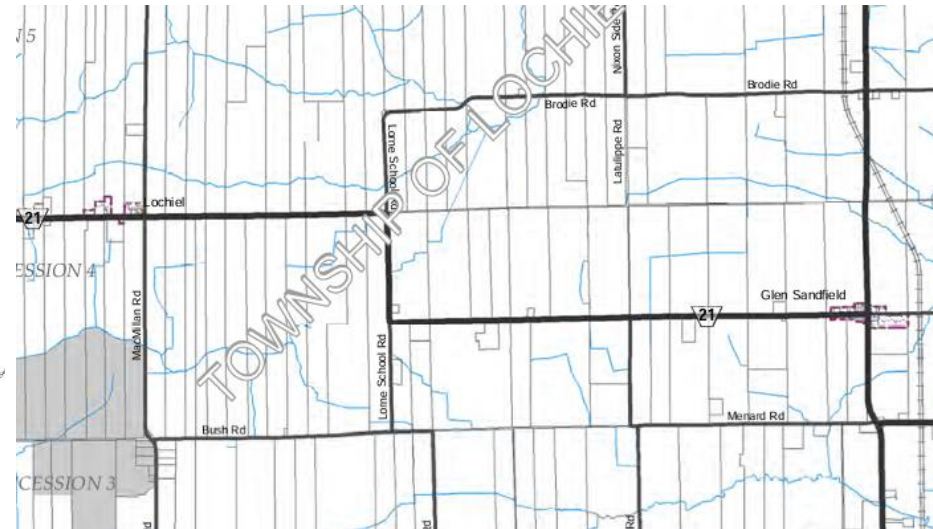
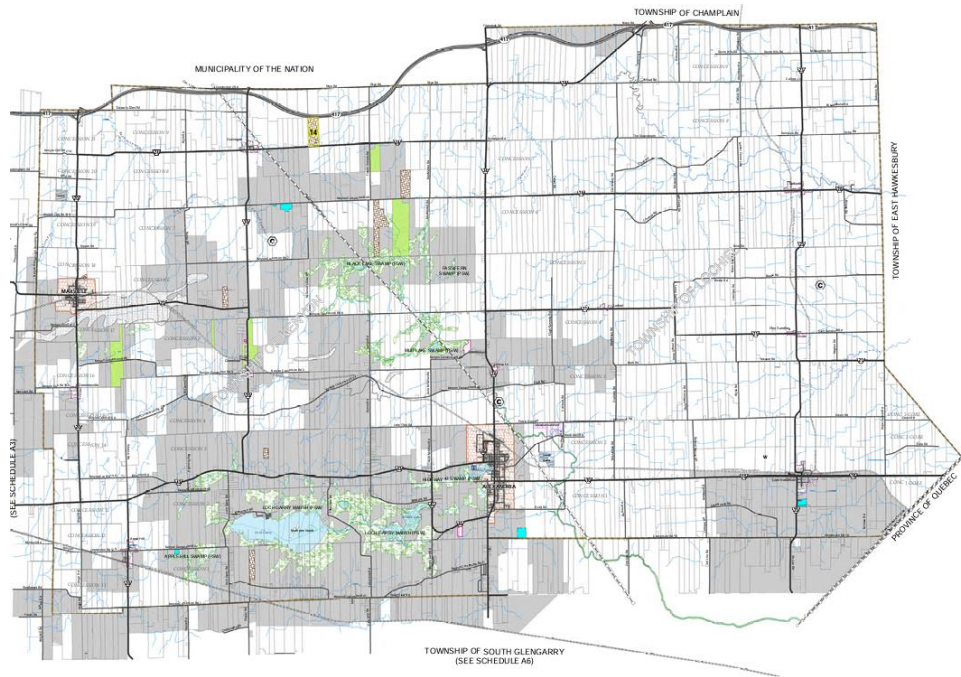
Next Steps

- Official Plan Amendments for new growth areas anticipated Fall 2023/Winter 2024



Next Steps

- Rural hamlet boundaries and severance limits per property also being reviewed



Thank you

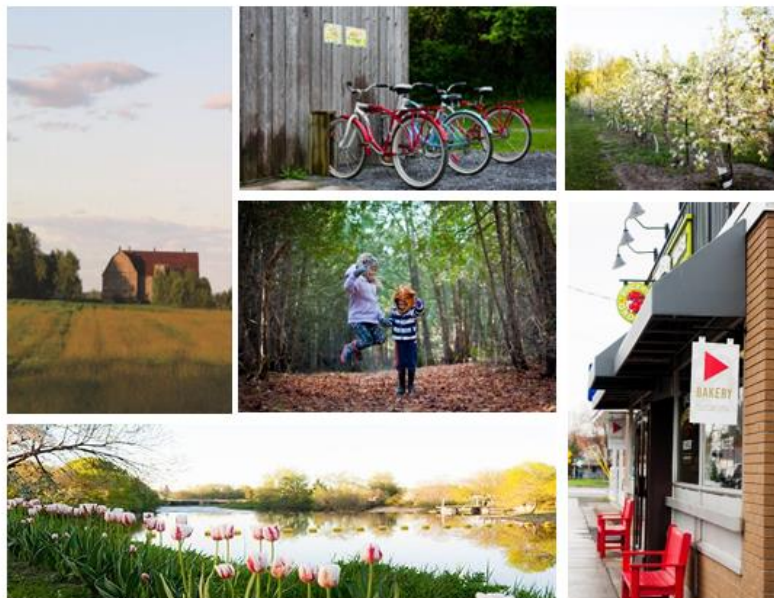
United Counties of Stormont,
Dundas and Glengarry



Official Plan

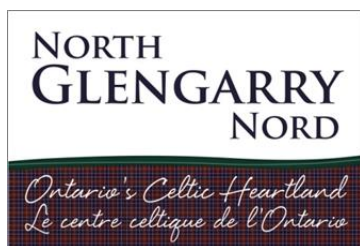
Adopted July 17, 2017

Approved Feb 4, 2018



June 2021 Consolidation

Where Ontario Began
Page 84 of 129



STAFF REPORT TO THE COMMITTEE OF THE WHOLE Report No: PW202329

September 20, 2023

From: Timothy Wright – Director of Public Works

RE: QMS Review Summaries and Communication

Recommended Motion:

THAT the Committee of the Whole receives report 202329 Water QMS 3rd Quarter update for information purposes only

Background / Analysis:

As per the Drinking Water Quality Management System requirements, system reviews are completed annually to effectively communicate the current conditions, operational status, maintenance needs, system risks and system capacity of the drinking water systems that are owned and operated by the Water Works Department. These results are to be communicated to the owner through the Director of Public Works.

- **Infrastructure, Maintenance Rehabilitation and Renewal Review:** This occurred on June 26, 2023, and the results indicated that maintenance programs are in place. There were concerns discussed in regard to staff change over, time for new operators to gain skills and equipment deficiency follow-up. Improvements were discussed in regard to equipment indexing, finding elevated water loss (Alexandria), ensuring the completion of documentation, and mitigating equipment failures. These resulted in investigations to be discussed in the final quarter review.
- **Annual Risk Assessment:** This was completed for both system in July 2023, with no new or increased risk was identified.
- **Provision of Infrastructure Review:** This occurred August 28, 2023 and the results indicated that the maintenance programs are in place and on-going and operations are being maintained despite staff change over. There were no source shortfalls, capacity issues or changes to system risks identified and future growth projection was minor and limited due to factors outside of the Drinking Water Systems. The Water Works

Department has planned infrastructure renewal/replacement programs for equipment and piping, as well as on-going work to reduce water loss across all systems.

Alternatives:

N/A

Financial Implications:

N/A. This is covered through the water works operational budget.

Attachments & Relevant Legislation:

- Infrastructure, Maintenance Rehabilitation and Renewal Review
- Provision of Infrastructure Review


Others Consulted:

Angela Cullen – Waterworks Compliance Coordinator

Dean McDonald – Environmental Manager



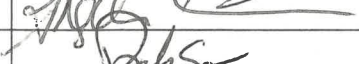


Roch Seguin – Waterworks Foreperson


Reviewed and approved by:
Sarah Huskinson, CAO/Clerk

		The Township of North Glengarry Drinking Water Quality Management System
Document Title: QMS Review and Provision of Infrastructure Report		QMS Form Number: QMS SYS-F3
		Revision Number: v4
Authorized By: Angela Cullen	Issued Date: August 10, 2010	Revision Date: August 14, 2023

QMS Review and Provision of Infrastructure Report


A copy of this report, once completed, is to be forwarded to the Owner.

Date of Review	Tuesday August 29, 2023
Review Cycle	Sep 2022-Aug 2023
Drinking Water Systems Included	<input checked="" type="checkbox"/> Alexandria DWS <input checked="" type="checkbox"/> Glen Robertson DWS
Infrastructure Review Participants	
Name	Signature
Tim Wright	
Dean McDonald	
Angela Cullen	
Roch Seguin	
Jacob Rheume	
Conclusions and Recommendations <i>(attach any supporting documents and records)</i>	
<ul style="list-style-type: none"> ➤ No source shortfalls or capacity issues at this point for both Glen Robertson and Alexandria ➤ No major changes to risk or processes for both systems ➤ System growth <ul style="list-style-type: none"> • No major expansion to system planned in the next year • Processes and standards being created at County Level, to add additional TWP requirements • Other limiting factors such as wastewater system capacities and servicing areas shortfall ➤ Infrastructure refurbish/replacement in WTP/Distribution <ul style="list-style-type: none"> • Planned equipment repair/refurbishment • Planned watermain replacement program in Alexandria • Planned future work towards Alexandria on-going water loss • Maxville Water Project follow-up requirements (to be determined) 	

	<i>The Township of North Glengarry</i> Drinking Water Quality Management System
Document Title: QMS Review and Provision of Infrastructure Report	QMS Form Number: QMS SYS-F3

Discussion Item	Notes, Comments
1. Purpose Review	<ul style="list-style-type: none"> • discuss rational and reasons for review
2. Agenda	<ul style="list-style-type: none"> • review topics to be discussed
3. Growth	<ul style="list-style-type: none"> • Limited to no growth in DWS to date <ul style="list-style-type: none"> – EVB mapping for future development, Alx done/Max being developed. <ul style="list-style-type: none"> ▪ but no service agreements to date – Alx limiting factors: pump stns needs, force main limitations, lagoon capacity, treatment decline under ice cover; lack of industry/opportunities, – Max limiting factors: pump stn needs, lagoon capacity; lack of industry/opportunities – Gln limiting factors: well capacity; lack of industry/opportunities • Maxville Water <ul style="list-style-type: none"> – 34 residents still on flat rate and not inspected to date <ul style="list-style-type: none"> ▪ to determine next steps on connections <ul style="list-style-type: none"> • as unconfirmed connections are paying flat rate, proposed to submit listing of residences to Building Department to monitor for sale of residence • a TWP condition of residence sale is meter connection through lawyers report/inquiry which can be tracked through Building/Planning • Growth Tools/Mechanisms/Processes <ul style="list-style-type: none"> – To be formalized on management side, currently large developer submits engineering plans with hydraulic calculations which is reviewed through third-party consulting hydraulic model <ul style="list-style-type: none"> ▪ results of modelling and comments from environmental service manager are discussed with contractor and all issues must be addressed before service agreements are approved – Counties are working on standardized construction specs for all municipalities for large scale project or multi-residential <ul style="list-style-type: none"> ▪ to ensure ECA requirements are added as an appendix or as a condition to any applicable projects
4. Input from Public Planning Departments	<ul style="list-style-type: none"> • Population Growth: <ul style="list-style-type: none"> – SDG Study Draft complete (growth forecasting) <ul style="list-style-type: none"> ▪ projected 0.5% increase annually (includes pre-planned development) ▪ expect steady employment and population growth ▪ North Glengarry does not have any deficient land needs to support or promote growth – No specific area targeted for expansion at this time <ul style="list-style-type: none"> ▪ limiting factors include current sewage infrastructure/lagoon capacity ▪ not all areas within village boundaries are serviceable • Projects in Planning Stages <ul style="list-style-type: none"> – IHA development: no movement due to sanitary connection, but they have submitted plans for which are currently under review.

Discussion Item	Notes, Comments
	<ul style="list-style-type: none"> – Maxville Subdivision: no movement all preliminary discussions layout development – McDougald St Muti-Residential: site development only, no service agreement to date (drawings are being peer reviewed) – Other multi-phase projects or large residential: no movement <ul style="list-style-type: none"> ▪ East Boundary/St James Multi-unit: no service agreement to date ▪ Cnty 22/Carr St East: inquiry for sub-division development, land sales required so no imminent project expected ▪ Elgin St West: inquiry for low-income apartment/multi-story ▪ Bishop/Maple: inquiry for development ▪ West Boundary/Front: inquiry for multi-storey building
5. Previous Outcomes from last Review and Provision of Infrastructure Report	<ul style="list-style-type: none"> • No source shortfalls or capacity issues to not in Alexandria and Glen Roberston <ul style="list-style-type: none"> – reviewed various studies from 2003-2011 • No major changes to risk levels in Alexandria and Glen Robertson • System Growth <ul style="list-style-type: none"> – No major expansion to system planned in the next year – Other limiting factors such as wastewater system capacities • Plans are in place to maintain or refurbish areas in WTP/Distribution <ul style="list-style-type: none"> – Equipment in need of repair/refurbishment – Watermain relining program – Water meter replacement (Glen Robertson) – Capital or Major Projects • Concerns <ul style="list-style-type: none"> – questions if Management Meeting can incorporate items from various reviews to ensure more communication – to work at delegating tasks to ensure task completion – previous budgeting forecasting model to be evaluating for usefulness • Outstanding Issues <ul style="list-style-type: none"> – To create processes for large expansion where Waterworks Dept not installing water mains (eg: subdivision) but as per chief building inspector counties are working on county wide plan – questions about adjusting the management meeting structure to include QMS elements
6. Maintenance records (and outcomes of QMS SYS-P4)	<ul style="list-style-type: none"> • Maintenance programs are intact as per design <ul style="list-style-type: none"> – schedules and tracking forms are in good shape – Determined Roch is now in control of updates and version codes • To ensure work is completed as per schedule <ul style="list-style-type: none"> – issues with staff change over, new operators are gaining experience which should alleviate some of issues (time/knowledge) – to ensure deficiency follow-up (Roch) – external contracted maintenance work drifting from original dates, this may be a concern for achieving annual requirements • Documentation <ul style="list-style-type: none"> – some duplication of work form eRIS and Access E11 <ul style="list-style-type: none"> ✓ Roch determined proper work flow, to ensure operational continue to follow processes

	<i>The Township of North Glengarry</i> Drinking Water Quality Management System
Document Title: QMS Review and Provision of Infrastructure Report	QMS Form Number: QMS SYS-F3

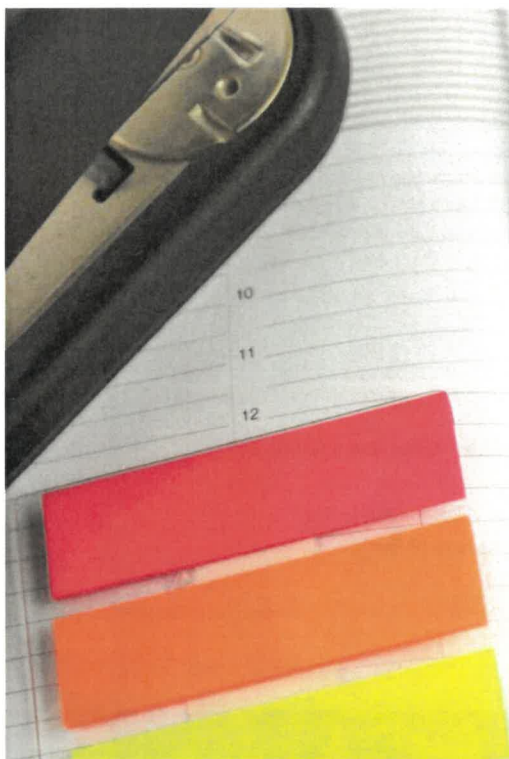
Discussion Item	Notes, Comments
	<ul style="list-style-type: none"> Concerns <ul style="list-style-type: none"> Alx: to start equipment indexing; pro-active equipment replacement; elevated water loss; concern about completed construction documentation; unresolved equipment deficiencies Gln: coupling leak on piping; mineral deposits in well and potential impact on well pump; intermittent chlorine pump operating issues (P2); intermittent system flows
7. New regulatory requirements	No regulatory changes to note
8. Compliance inspection reports	<ul style="list-style-type: none"> MECP Inspections (September 8, 2022) <ul style="list-style-type: none"> Alx DWS: 100%, no issues identified Gln DWS: 100%, no issues identified QMS Audits & Conformance Status <ul style="list-style-type: none"> Internal: Oct 28, 2022 <ul style="list-style-type: none"> 1 Non-Conformance (internal audit) 10 OFI (transferred to Action Item Tracking QMS SYS-T3) Next scheduled Sep 21/Oct 10 External: Oct 6, 2022 / Dec 1, 2022 <ul style="list-style-type: none"> Surveillance: Mj Non-Conformance (Multiple Issues-Resolved Dec 1) Re-Accreditation: Mn Non-Conformance (Construction Reports-Resolved Jan 31) Next scheduled Nov 28, 2023
9. Staff input	<ul style="list-style-type: none"> 2023 Capital Program Update (Tim/Dean/Roch to summarize) <ul style="list-style-type: none"> Alx Intake Dyke: Completed August, <ul style="list-style-type: none"> waiting for final report and CCTV footage Alx WTP VFD Replacement: <ul style="list-style-type: none"> ETA for receipt was cahgned from Sept 2023 to Feb 2024 Other option would be to source new equipment from different manufacturer Alx WTP Cl2 Gas Switch Replacement <ul style="list-style-type: none"> moved to 2024, complete system refurbishment no planned versus minor equipment replacement Valve and Hydrant Replacement: <ul style="list-style-type: none"> Dominion St S/Peel St E completed for future main replacement (4) construction planned for Thursday Aug 31 for remaining valves Glen Meter Replacement: 21 changed, 17 outstanding Glen WTP Building Expansion: engineering/design to be completed (2023); to add well casing cleaning to project specs North Glengarry Master Plan (10yr Capital Plan) <ul style="list-style-type: none"> EVB project, progressing, report due Oct 31, 2023 Cancelled Project: funds re-allocated (Flow metering and Watermain relining)

Discussion Item	Notes, Comments
	<ul style="list-style-type: none"> 2024 Proposed Capital Projects (Tim/Dean/Roch to summarize) <ul style="list-style-type: none"> – Dominion St Watermain Replacement 4" to 6" – Chlorine Switch Over Replacement (from 2023) – Infrastructure Locating Equipment <ul style="list-style-type: none"> ▪ to replace older equipment with more advanced, easier to use – Leak Survey in regard to water audit <ul style="list-style-type: none"> ▪ to discuss need in Water Trending ▪ triggered from elevated water loss through internal tracking, External Contractor report identified need for next step – Bulk Water Fill for contractors 2024 Proposed Budget Requests (Operations Water Related Only) <ul style="list-style-type: none"> Water Treatment <ul style="list-style-type: none"> – chlorine analyzer replacement – electronic logbook expansion to performance logbooks (Alx WTP/Booster/Gln WTP/Water Towers) – DR3900 replacement (lab equipment day to day ops) – system certificate replacement (Gln DWS) Water Distribution <ul style="list-style-type: none"> – line post locating and indexing (Alx/Max) – electric submersible pump for construction sites – electronic hydrant meter – hydrant meter calibration program (to send in current meter) – signage/numbering for all hydrants and chambers (transmission main/Max) Other Items/Multi-System <ul style="list-style-type: none"> – vac trailer drum relining/refurbishment – vac trailer water pump – portable snow blower and trailer for remote station cleaning <ul style="list-style-type: none"> ▪ Max hydrant cleaning possibly working with Rds dept, Dean to reach out to Robbie (Tim to determine feasibility)
10. Flow data and trends	<p>Flow Data and Trends</p> <ul style="list-style-type: none"> Alx/Max <ul style="list-style-type: none"> – Raw Water: <ul style="list-style-type: none"> ▪ slight drop in overall flows ▪ noted drop in daily flow after main break ▪ algae still visible in source water, microcystin sample on-going increases noted in raw water after Jun 27 but levels have started to drop ▪ dkye installation to help with sedimentation issues ▪ no significant changes in raw water noted <ul style="list-style-type: none"> → quality findings from various reports, → no major changes noted from operational monitoring – Treated Water: <ul style="list-style-type: none"> ▪ decrease in flows from previous years ▪ observed drop after main break repair ▪ process water slightly increased from previous year <ul style="list-style-type: none"> → no major changes noted from operational monitoring

Discussion Item	Notes, Comments
	<ul style="list-style-type: none"> – Distribution: <ul style="list-style-type: none"> ▪ water loss/water audit results and next steps ▪ quality discussion and trends <ul style="list-style-type: none"> → similar to previous years, degradation not as severe due to proactive flushing and monitoring techniques → noted minor increase in distribution turbidity May/Jun but levels leaving the WTP have decreased; no significant impact to date levels are still well below limits • Gln <ul style="list-style-type: none"> – Raw Water: <ul style="list-style-type: none"> ▪ flows are consistent with previous years and seasonal variations, minor increase observed ▪ improved trending and monitoring due to SCADA ▪ minor fluctuations in TDS/UVT – Treated Water: <ul style="list-style-type: none"> ▪ improved trending and monitoring due to SCADA ▪ minor fluctuations in CT/pH – Distribution: <ul style="list-style-type: none"> ▪ Water loss/water audit results ▪ quality discussion and trends <ul style="list-style-type: none"> → similar to previous year trending, degradation not as severe → consumption minor increase from year to year
11. Other items (describe)	<p>Risk Assessments:</p> <ul style="list-style-type: none"> • 36mth: completed 2022; next review 2025 • Annual: completed July 2023, no issues identified <p>Action Items:</p> <ul style="list-style-type: none"> • Open Items: highlights to open items <ul style="list-style-type: none"> ▪ Bst Stn generator, new contractor looking into repair of possible leak ▪ Easten Welding looking at Gln WTP leak and singer valve replacement options ▪ noted that basin 1 effluent valve defective not drain valve ▪ hydrant maintenance 25 hydrants completed to date (19 Max/6 Alx)
<p>Other Notes</p> <ul style="list-style-type: none"> • Comments/Questions/Concerns <ul style="list-style-type: none"> – Request to look into water loss for Alx and Maxville <ul style="list-style-type: none"> ▪ Angela to compare dist flow vs sewage flows ▪ to report showed non-revenu loss to determine if that included flushing values ▪ request to send Tim graphs for 2023 WTP Flows and Water Loss tracking – Angela to send draft Council Report for council update • Additional Source Information <ul style="list-style-type: none"> – Raisin Region Conservation Authority: 2022 Annual Report – Garry River Watershed Report: 2007 	



1



2

Purpose

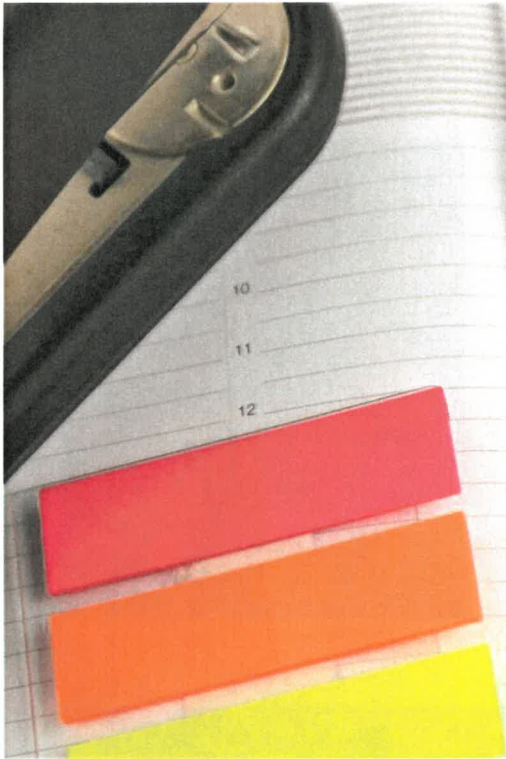
Ensure effective communication in regard to operations and maintenance of drinking water system

Ensures a consistent and regular review of the drinking water systems conditions and capacities

To be used as a tool for budgeting and planning

- Report should be communicated to council through staff report by Director of Public Works
- to give council understanding and advanced warning of potential budget requests

Results should be discussed during annual budget reviews



Agenda



3



Growth

- No planned system expansion for 2024 for Alexandria/Maxville and Glen Robertson
 - EVB [mapping](#) for future development for Alx but no service agreement in place
 - EVB mapping for future development for Maxville is being developed
 - Limiting Growth Factors
 - Pump station issues/needs (SE Alx/NE Max)
 - Forcemain limitations (Bishop PS)
 - Lagoon capacity issues (Alx/Max)
 - Poor treatment under ice cover (Alx)
 - No connections on Transmission Main due to residual degradation
 - Lack of system redundancy/storage (Gln)
 - Lack of industry and opportunity, area more targeted for retirement vs working class
- Maxville Water
 - 34 residents on flat rate and not confirmed on water meter to date
 - 332 connection completed and inspected to date; 16 Exemptions
 - To determine next step to enforce connection
- Growth Tools/Mechanisms/Processes

4

Input from Public Planning Department

Population Growth

- SDG Growth Forecasting Study (draft)
 - Projected annual 0.5% increase
 - Expected steady employment and population growth
 - North Glengarry does not show any deficiencies in land needs to support/promote growth

Future Project Update

- IHA Development
- Maxville Subdivision
- McDougald St West Multi-Residential
- East Boundary Rd Multi-Residential

5

Review and Provision of Infrastructure Previous Outcomes

PREVIOUS REVIEW DATE: SEPTEMBER 2022

- No raw water shortfalls or capacity issues identified in Alexandria and Glen Robertson
 - Review various studies RRCA/South Nation
- No major changes to system risk identified
 - 36mth & Annual Review
- No DWS system expansion planned or targeted areas
- No significant growth/development identified
 - Some potential future projects IHA/Maxville Subdivision
 - Limiting factors include wastewater system capacities
- Infrastructure maintenance is covered through various planning methods
 - Operational Budget/Capital Planning/Replacement Programs
- Concern about task delegation to ensure system coverage and task completion, minor changes to roles/responsibilities

OUTSTANDING ISSUES IDENTIFIED

- To create process/contractor package for large scale expansion where WW not installing works but will be handed back to WW for management.
 - As per Chief Building Inspector: Counties are creating set of county wide construction standards
- Suggested that management meeting structure change to incorporate other elements to ensure communication
 - No changes to date, can review structure to determine what can be included

6

Maintenance and Infrastructure Review Previous Outcomes

REVIEW DATE: JUNE 2023

- Maintenance Programs are intact and operating as per design
 - Schedules and tracking forms are up to date
 - Rock to head changes and document control processes
- To ensure work is being completed as scheduled
 - Staff changeover not as frequent as previous cycles
 - Ensure equipment deficiencies followed-up is completed
 - External contractors annual targets are starting to drift, may cause issues with maintaining "annual" requirements
- Documentation
 - Some noted duplication of work, Operational staff prefer to record work in eRIS and Access E11 (flushing) as completed

OUTSTANDING ISSUES

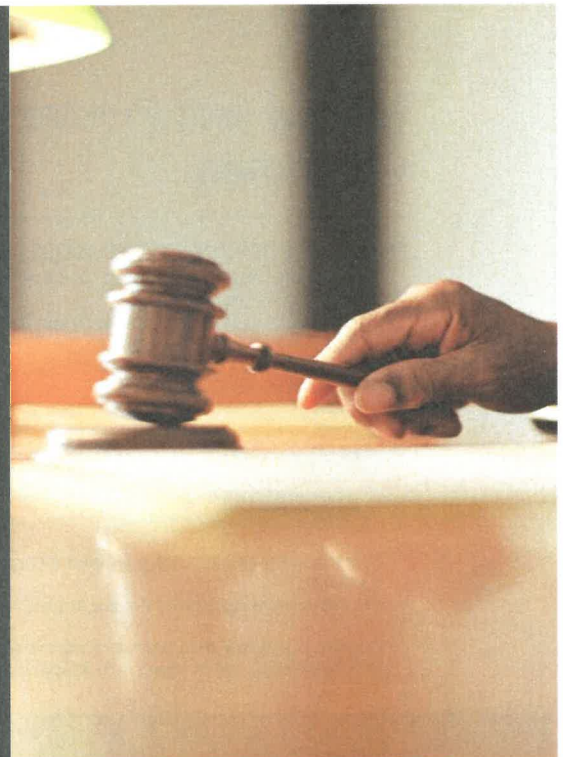
- Alx DWS
 - Proactive equipment indexing and replacement scheduling
 - Elevated water loss/water audit
 - Construction documentation
 - Open defective equipment
- Gln DWS
 - Coupling leak on main discharge line
 - Mineral deposits in well casing and potential impacts on well pump operation
 - SHP2 intermittent dosing issues
 - Intermittent high flow issues

7

New Regulatory Requirements

Drinking Water

No regulatory changes that impact the system during this time frame



8

Inspection/Audit Reports

MECP COMPLIANCE INSPECTION

- Alexandria DWS
 - September 8, 2022
 - 0 Non-Compliance or Best management Practices
 - 100% Risk Ranking
 - 2023: to be scheduled by Ministry Staff (assume Sep/Oct)
- Glen Robertson DWS
 - September 8, 2022
 - 0 Non-Compliance or Best management Practices
 - 100% Risk Ranking
 - 2023: to be scheduled by Ministry Staff (assume Sep/Oct)

DWQMS CONFORMANCE AUDITS

Internal Auditor: Ewen McDonald

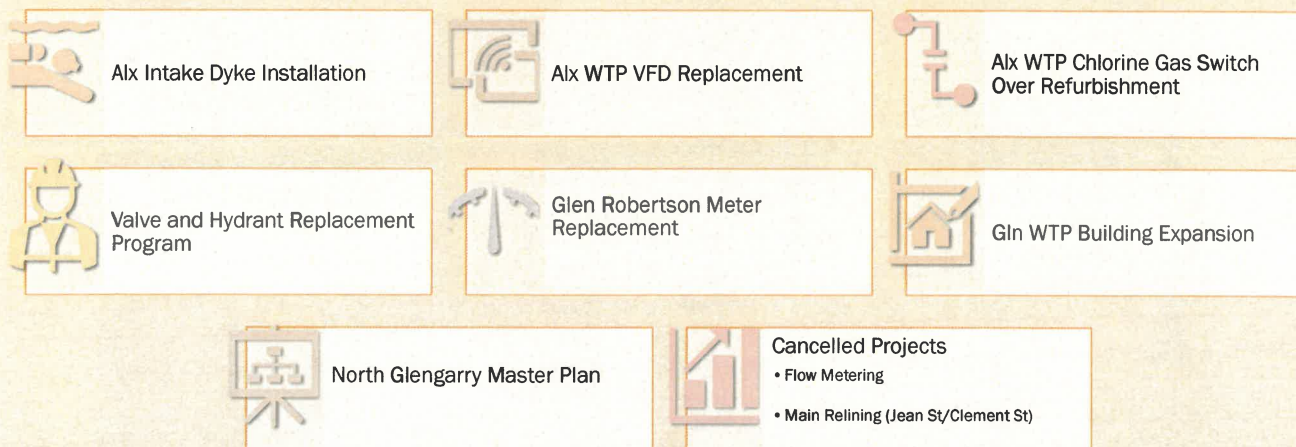
- Oct 28, 2022: Internal Audit
 - 10 OFI (added to Best management Practices Listing) &
 - Non-Conformance (Internal Audit)
- 2023: Scheduled Oct 10

External Auditor: SAI Global

- Oct 6, 2022: Surveillance Audit
 - Mj Non-Conformance (Multiple Elements/Management Review/Internal Audits-Resolved Dec 1, 2022)
- Dec 1, 2022: Re-Accreditation Audit
 - Mn Non-Conformance (Construction Reports-Resolved Jan 31, 2023)
 - Re-Accreditation Jan 2023/Certificate June 2023
- 2023: Scheduled Nov 28, 2023

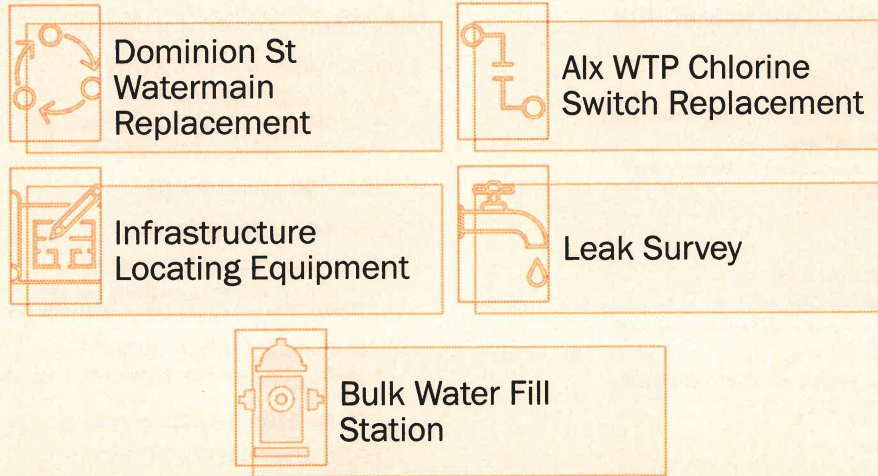
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Staff Input: 2023 Budget Summary



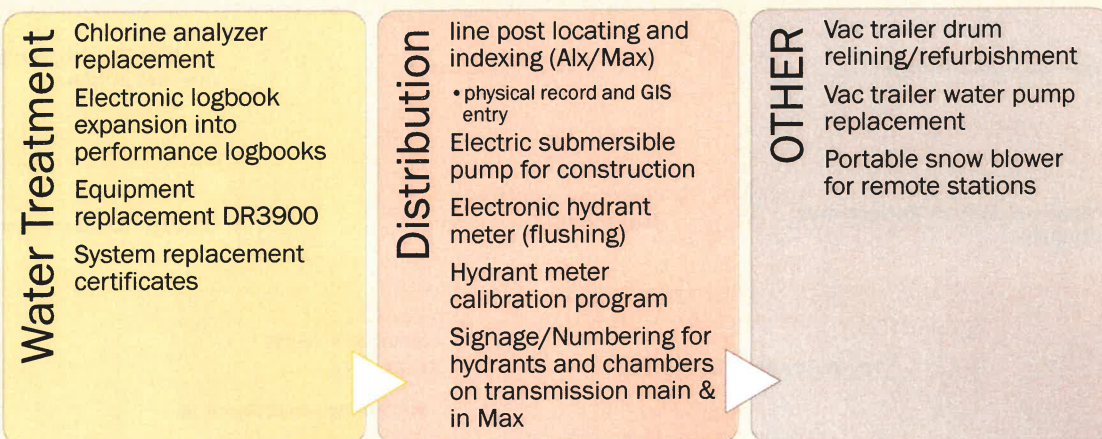
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Staff Input: 2024 Proposed Capital Projects



11

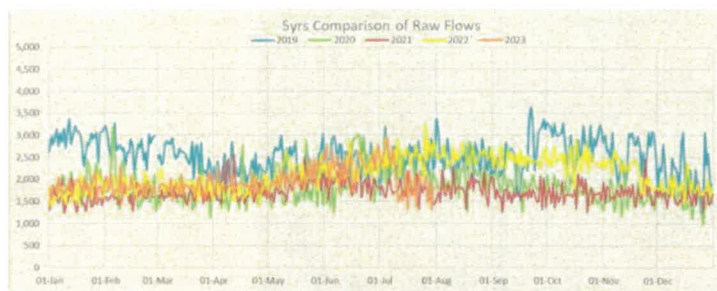
Staff Input: 2024 Proposed Budget (Operations)



12

Alexandria WTP Raw Flows and Trending

- Flows slightly decreased from previous year
 - 2019 increased due to commissioning
 - 2022 increased due to increased flushing for quality
 - 2023: noted flow reduction after main break repair (Jul)
- Rated Capacity 5,616m³/day
 - 2021: 30.4% (Jan-Dec)
 - 2022: 38.1% (Jan-Dec)
 - 2023: 34.7% (Jan-Jul)
- Algal growth still occurring in raw water
- Dyke was installed around intake (Jul) to prevent mounding and sediment issues
- No additional treatment measures or process changes required at this time



Total Monthly Flows					
Total	2019	2020	2021	2022	2023
Jan	90,594	57,549	48,388	53,925	56,126
Feb	76,382	53,566	45,142	52,876	51,074
Mar	77,822	51,813	50,688	57,829	56,729
Apr	66,505	50,254	52,432	53,171	55,816
May	76,524	57,317	57,300	66,755	63,258
Jun	73,216	63,082	57,374	67,773	69,882
Jul	75,240	64,099	53,799	79,067	61,672
Aug	76,929	62,926	55,819	78,665	
Sep	76,589	56,567	49,419	73,567	
Oct	88,817	53,996	51,727	75,471	
Nov	78,249	48,009	50,964	66,218	
Dec	64,644	48,899	49,889	56,456	
Annual	921,510	668,079	622,942	781,773	414,557

Average Monthly Flows					
Avg	2019	2020	2021	2022	2023
Jan	2,922	1,856	1,561	1,740	1,811
Feb	2,728	1,847	1,612	1,888	1,824
Mar	2,551	1,693	1,637	1,874	1,815
Apr	2,217	1,675	1,748	1,772	1,861
May	2,469	1,849	1,848	2,153	2,041
Jun	2,441	2,103	1,912	2,259	2,329
Jul	2,427	2,068	1,735	2,551	1,989
Aug	2,482	2,030	1,801	2,538	
Sep	2,553	1,886	1,647	2,452	
Oct	2,865	1,741	1,669	2,435	
Nov	2,608	1,600	1,699	2,207	
Dec	2,085	1,577	1,609	1,821	
Annual	2,529	1,827	1,707	2,141	1,953

13

Alexandria Raw Water Quality/Quantity

Source Protection: 2022 Annual Progress Report

- 99.5% of activities identified as a significant drinking water threat in the assessment have been mitigated or removed through risk management measures
- All policies and risk management plans that address significant threats have been implemented
- No issues identified in the local assessment reports regarding quality of the source water

RRCA: 2022 Annual Report (Watershed Management)

- 9 groundwater monitoring wells/9 surface water quality monitoring sites
- no low water level warnings issued
- Detailed structural inspection of Mill Pond Dam & annual inspection of upstream dams

2019 Canada Changing Climate Report

- Seasonal timings of spring peak streamflow has shifted earlier due to warming temperatures
- Reduced summer flows in some area, but projected increase in extreme precipitation events/impacts
- No indication of long-term changes to lake and wetland levels, but potential for increased evaporation which may exceed precipitation levels

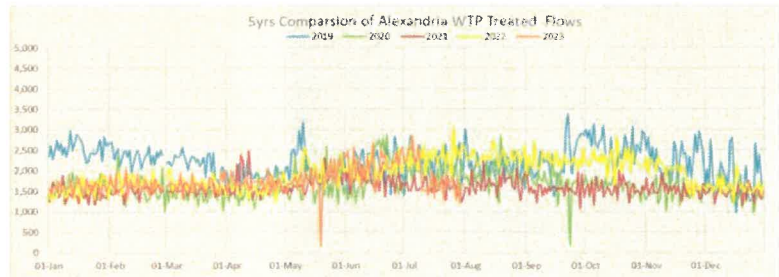


14

Alexandria WTP Treated Flows and Trending

Alexandria Water Treatment

- Flows decreased from previous year
 - 2019 increased due to commissioning
 - 2022 increased due to increased flushing for quality
 - 2023: noted flow reduction after main break repair (Jul)
- Rated Capacity 8,014m³/day
 - 2021: 19.8% (Jan-Dec)
 - 2022: 24.3% (Jan-Dec)
 - 2023: 22.0% (Jan-Jul)
- Process Water Used
 - 2021: 7.2% of raw water
 - 2022: 9.1% of raw water
 - 2023: 9.8% of raw water
- No treatment shortfalls or capacity issues observed during this period



Total Treated Water Monthly Flows					
Total	2019	2020	2021	2022	2023
Jan	79,124	49,850	44,216	48,391	49,304
Feb	65,997	44,786	42,250	48,714	45,908
Mar	67,307	45,665	47,417	52,259	51,234
Apr	56,326	44,538	48,912	47,442	50,583
May	65,851	51,059	53,742	60,837	55,643
Jun	63,195	57,287	53,513	61,894	64,375
Jul	66,901	59,623	49,424	73,015	57,023
Aug	66,157	59,324	52,581	72,921	
Sep	66,611	51,464	46,280	67,411	
Oct	80,110	50,259	48,227	69,521	
Nov	68,470	44,840	46,136	58,328	
Dec	56,636	46,343	45,357	49,839	
Annual	802,684	604,837	578,057	710,571	374,071

Total WTP Process Water Monthly Flows					
Total	2019	2020	2021	2022	2023
Jan	11,470	7,899	4,172	5,534	6,823
Feb	10,385	8,780	2,892	4,162	5,166
Mar	10,516	6,148	3,271	5,570	5,495
Apr	10,180	5,717	3,519	5,729	5,232
May	10,674	6,259	3,558	5,918	7,615
Jun	10,021	5,795	3,861	5,879	5,507
Jul	8,339	4,476	4,374	6,052	4,648
Aug	10,772	3,602	3,238	5,744	
Sep	9,978	5,103	3,138	6,156	
Oct	8,707	3,738	3,500	5,950	
Nov	9,778	3,170	4,829	7,890	
Dec	8,007	7,556	4,532	6,617	
Annual	118,826	63,241	44,885	71,202	40,486

Average Treated Water Monthly Flows					
Avg	2019	2020	2021	2022	2023
Jan	2,552	1,602	1,426	1,561	1,590
Feb	2,357	1,544	1,509	1,740	1,640
Mar	2,171	1,473	1,530	1,686	1,637
Apr	1,878	1,485	1,630	1,581	1,686
May	2,124	1,647	1,734	1,962	1,795
Jun	2,107	1,910	1,784	2,063	2,146
Jul	2,158	1,923	1,594	2,355	1,839
Aug	2,134	1,914	1,696	2,352	
Sep	2,220	1,715	1,543	2,247	
Oct	2,584	1,621	1,556	2,243	
Nov	2,282	1,495	1,538	1,944	
Dec	1,877	1,495	1,463	1,608	
Annual	2,200	1,652	1,584	1,945	1,762

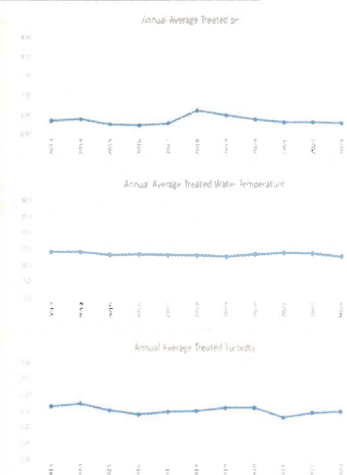
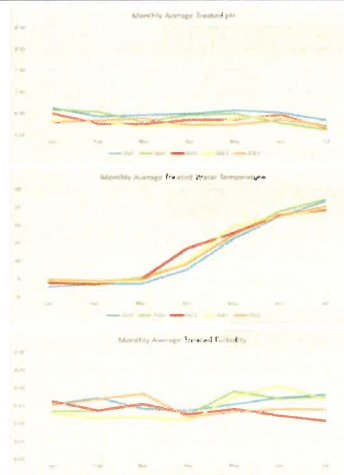
Average WTP Process Water Monthly Flows					
Avg	2019	2020	2021	2022	2023
Jan	370	255	135	179	220
Feb	371	303	103	149	184
Mar	352	202	107	180	178
Apr	339	191	117	191	174
May	344	202	115	191	246
Jun	334	193	129	196	184
Jul	269	144	141	195	150
Aug	347	116	104	185	
Sep	333	170	105	205	
Oct	281	121	113	192	
Nov	326	106	161	263	
Dec	258	87	146	213	
Annual	327	174	123	195	191

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Alexandria Treated Water Quality/Quantity



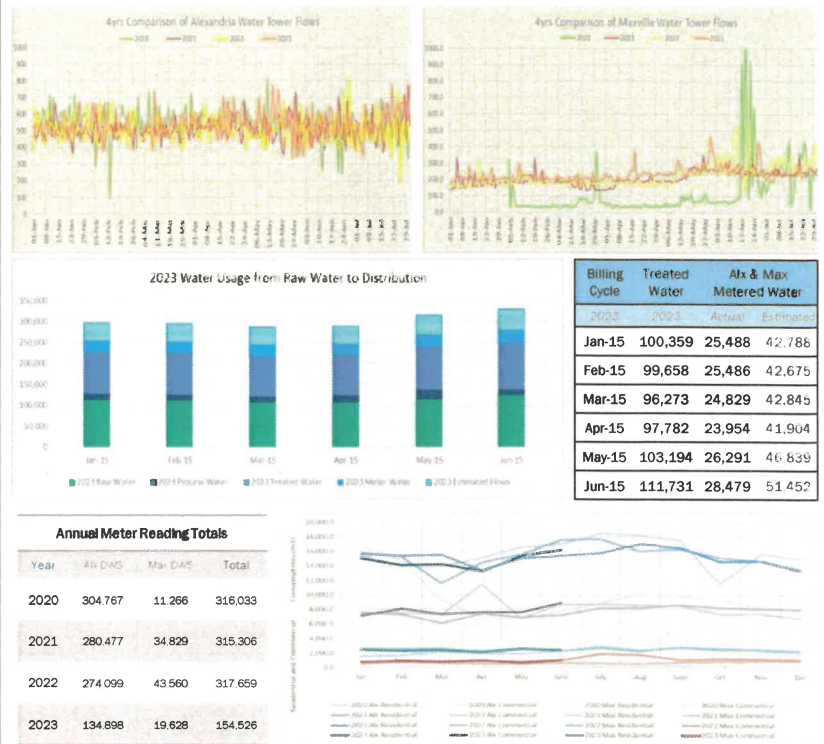
- No significant changes in the average pH, temperature, alkalinity, or turbidity
 - average filter effluent turbidity below 0.05ntu
 - chlorine consumption consistent with previous years
 - no changes to phosphate dosing program, contractor on site quarterly to check system
- Monochloramine increased since 2019 avg 1.8mg/L
 - Average from 1.5mg/L to 1.8mg/L



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Alexandria/Maxville Distribution Flows Trending

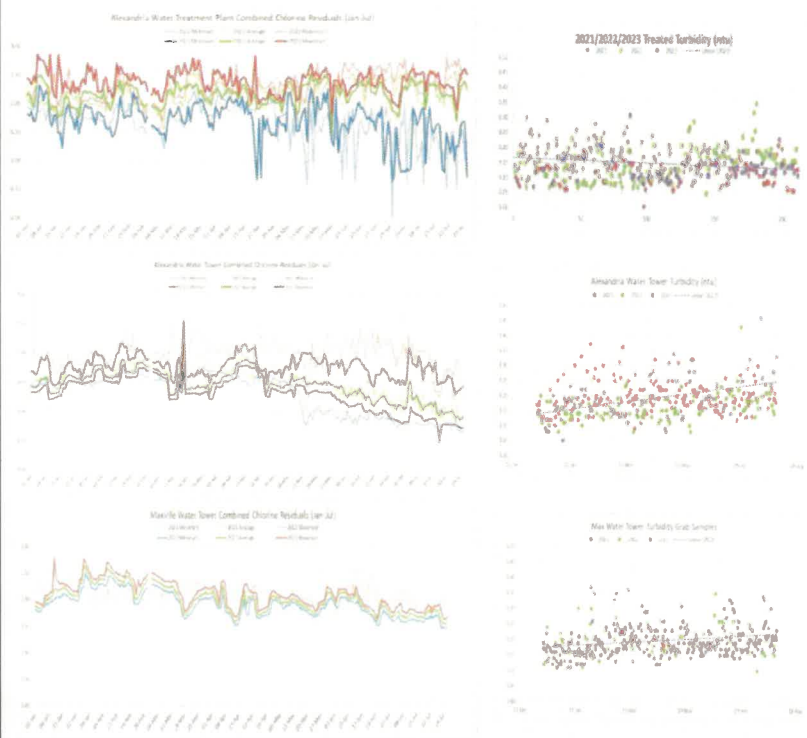
- Flows in distribution up slightly but metered values appear to be slightly decreasing from year to year
 - Overall Water Consumption (2023)
 - Alexandria 87%
 - Maxville 13%
- Water Audit was undertaken due to increasing water loss observations
 - Draft report received
 - Alx Non-Revenue Water (NRW): 55%
 - Non-Revenue Water Max: 49%
 - Flushing values are included in NRW, please note this is not considered water loss
 - Next steps
 - Discovered multiple contractors taking water without approval or notification
 - Budget for Bulk Fill Station (2024)
 - Hydrant Use By-Law Creation
 - Bottom-Up night flow analysis to try to find system leaks
 - Improve various water data inputs from review of data



17

Alexandria/Maxville Distribution Trending

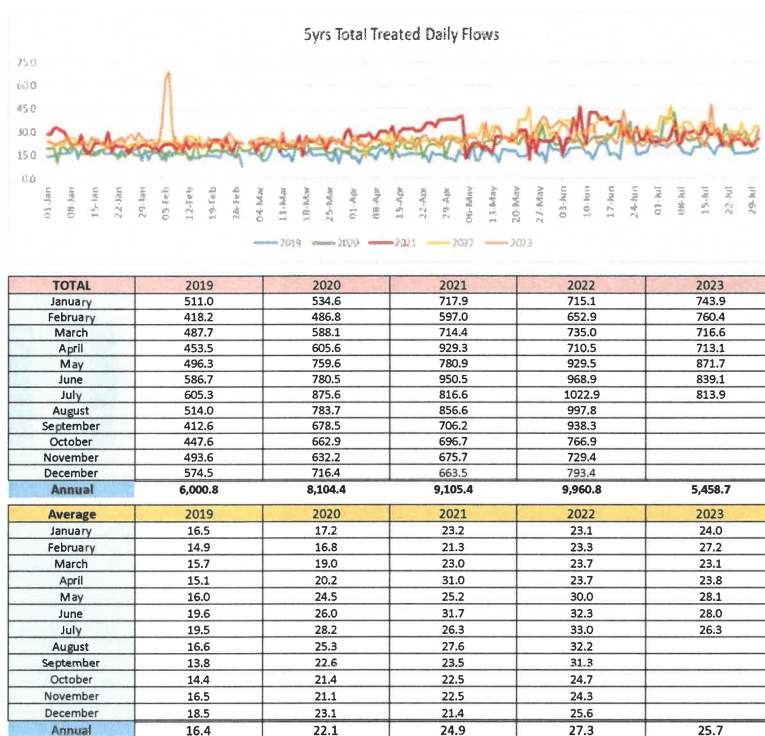
- Chlorine Residual
 - Distribution residual monitoring has improved due to closer tracking on WTP residuals, inputting operational objectives
 - Observing typical drops, adjusting processes to help turn over water
- Turbidity
 - overall from WTP levels are decreased as treatment improves
 - minor increases noted in distribution monitoring
- Dead End Check
 - Being completed (as scheduled or intermittently?)
 - Auto flushers installed ensure residuals
 - Maxville: 4 units (May)
 - Alexandria: 3 units (July)
 - Residuals around 1mg/L as per most recent testing



18

Glen Robertson Flows and Trending

- Flows are slightly elevated from previous year,
 - consistent with seasonal fluctuation
 - Gradual increase in annual total flows
- Rated Capacity 224m³/day
 - 2021: 11.1% (Jan-Dec)
 - 2022: 12.2% (Jan-Dec)
 - 2023: 11.5% (Jan-Jul)
- SCADA system was installed and commissioned in Sep 2022
 - Improved trending and data collection
 - UV trending is now compliant with Permit conditions
- No treatment shortfalls or capacity issues at this point



19

Raw Water Quality/Quantity



- Minor increase in average TDS
- Minor decrease in average UVT readings and average turbidity
- All readings well below objectives

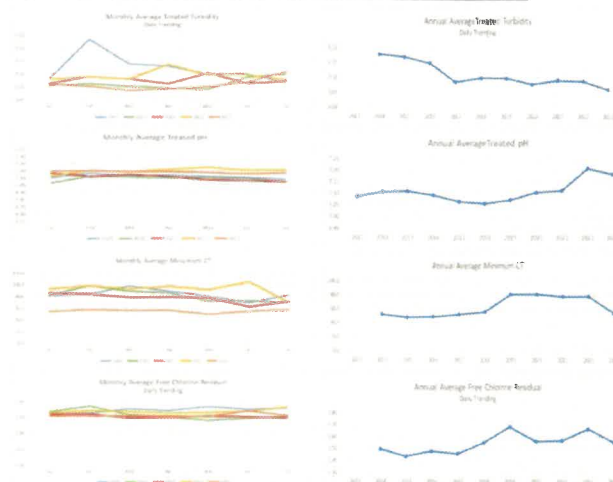


20

Treated Water Quality/Quantity



- Minor increase in average turbidities
- Minor decrease in average pH, average CT and free chlorine residuals at end of treatment process

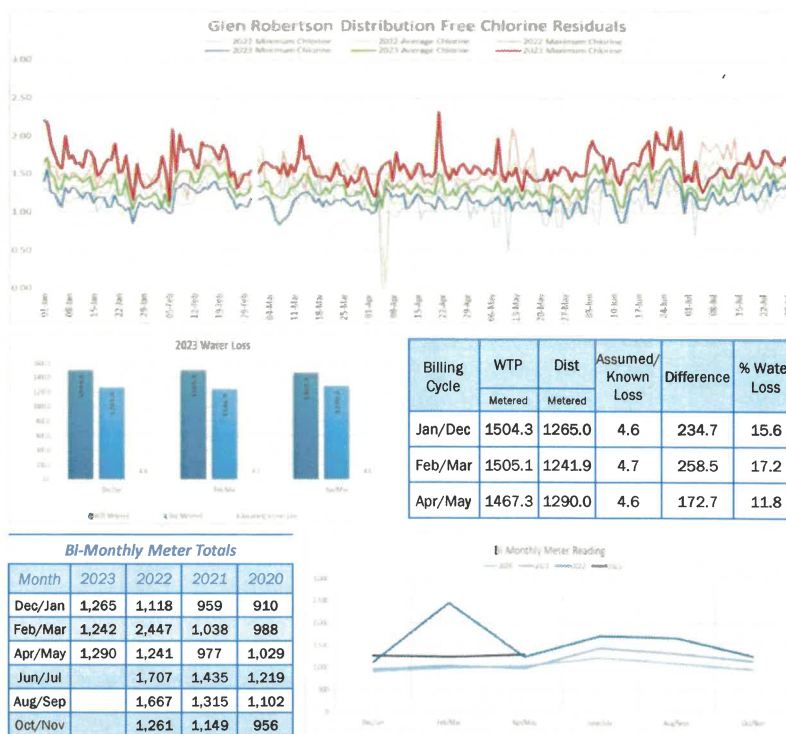


21

Glen Robertson Distribution Trending

Glen Robertson

- Residual Degradation
 - Distribution residual has improved, lowest point is well above previous observations
- Water Loss
 - 2021 Annual Average: 19.6%
 - 2022 Annual Average: 16.7%
 - 2023 Annual Average: 14.8%
 - External Water Audit showed system was too small to get accurate data
 - Small amount of loss, water breaks easily detectible
 - No potential for water taking from other departments



22

DWS Risk Assessment

3yr System Re-Evaluation

- Alx DWS
 - Last version: November 2022
 - No change to risk level or major system changes
 - Next review: due November 2025
- Glen DWS
 - Last version: March 2022
 - No change to risk level or major system changes
 - Next review: due September 2025

Annual Tabletop Exercise

- Alx DWS
 - Last version: Jul 2023
 - No change to risk, system/process, or documentation
- Glen DWS
 - Last version: Jul 2023
 - No change to risk, system/process, or documentation

23

Action Items

Equipment Deficiencies

- Capital Project
 - Alx WTP: HLP1630 VFD Replacement
 - Bst Stn Generator
 - Gln WTP: Singer Valve/Man Pipe Coupling
- Operational Projects
 - Alx WTP: F3 Surface Wash Repair
 - Clearwell Level Transmitter
 - Defective Valves (floc tank drain, coagulant tank, basin 1&4 drain)
 - Bleeder lines (water loss)

Asset Management Plan

- Indexing Equipment
 - No action to date
- Hydrant Maintenance Program
 - Target is 50 per year
 - Work on-going, staffing change limited ability to reach target

Documentation: OM/SOP/CAP

- Various Documents Required
 - no action to date, once OM manuals are updates work on SOP development can begin

By-Laws

- Hydrant Usage
 - no action to date
- Backflow Devices
 - draft bylaw

24







Conclusions

- No source shortfalls or capacity issues at this point for both Glen Robertson and Alexandria
- No major changes to risk or processes for both systems
- System growth
 - No major expansion to system planned in the next year
 - Processes and standards being created at County Level, to add additional TWP requirements
 - Other limiting factors such as wastewater system capacities and servicing areas shortfall
- Infrastructure refurbish/replacement in WTP/Distribution
 - Planned equipment repair/refurbishment
 - Planned watermain replacement program in Alexandria
 - Planned future work towards Alexandria on-going water loss
 - Maxville Water Project follow-up requirements (to be determined)

Document Title: QMS Infrastructure Maintenance, Rehabilitation & Renewal Review Form		QMS Form Number: QMS SYS-F11
Authorized By: Angela Cullen		Revision Number: v4
Issued Date: August 30, 2010		Revision Date: June 7, 2023

QMS Infrastructure Maintenance, Rehabilitation & Renewal Review Form

A copy of this report is to be completed annually, and any time that maintenance programs change.

Date of Review	Wednesday June 26, 2023	
Review Cycle	August 2022-June 2023	
Drinking Water Systems Included	<input checked="" type="checkbox"/> Alexandria DWS	<input checked="" type="checkbox"/> Glen Robertson DWS
Review Participants Record		
Name	Signature	
Tim Wright		
Dean McDonald		
Angela Cullen		
Roch Seguin		
Eric Massia		
Chris Raymond		
Cameron Besner		

Conclusions and Recommendations (attach any supporting documents and records)

-Maintenance Programs are intact and operating as per design,

- schedules and tracking forms are in good shape,
 - to determine who is in control or ensure staff understand document control and how to update version codes
- to ensure work is being completed as scheduled
 - staff changeover has been a recent concern, but as new operators gain experience should alleviate some time constraints
 - to ensure follow-up in internal equipment deficiencies for repair or replacement asap, to prevent further potential issues
 - external contractors dates are starting to drift from annual targets, to ensure booking is completed earlier or alternate source is used to ensure work is completed in timely fashion
- Documentation
 - duplication of recording work in eRIS and E11 to determine a better work flow so no duplication of work (Flushing)

-Areas of concern

- Alx DWS: pro-active equipment indexing and replacement program, elevated water loss / water audit, construction documentation, open equipment deficiencies and preventative maintenance vs reactive maintenance
- Gln DWS: coupling leak on main discharge piping, mineral deposits in well casing, and potential impacts on well pump, intermittent chlorine pump operation and dosing issues and intermittent high system flows

	The Township of North Glengarry Drinking Water Quality Management System
Document Title: QMS Infrastructure Maintenance, Rehabilitation & Renewal Review Form	QMS Form Number: QMS SYS-F11

Discussion Item	Notes, Comments												
a. Outcomes of previous maintenance reviews	<p>-Systems operating as per design and maintenance appears to be scheduled and completed as per operational expectations.</p> <ul style="list-style-type: none">Programs in good shape, to ensure work is on-going among all staff.To ensure all equipment calibrated as per requirements (external contractors) <p>-Discuss different budget ideas with operational staff</p> <ul style="list-style-type: none">Issues with generator annual maintenance (Dean Follow-Up) <p>-Areas of concern</p> <ul style="list-style-type: none">Alx DWS: Intake sediment build-up, pro-active equipment replacement; older equipment and potential for breakdown; distribution degradation and operational requirements to maintain adequate levels; hydrant maintenance program to be recreated.Gln DWS: mineral deposits in well casing; intermittent dosing issues with P2; SCADA integrations; on-going well pump/pressure issues												
b. Currency and accuracy of maintenance summaries in QMS Operational Plan	Alexandria <ul style="list-style-type: none">All equipment incorporated into scheduling<ul style="list-style-type: none">No new or missing equipment identifiedNo new programs identifiedAreas of Concern:<ul style="list-style-type: none">noted issues with some versions of specific maintenance forms, to check current versions in maintenance binders to ensure currency. Let Angela know, if more forms are found so they can be updated to reflect current version. Original update used incorrect forms.Roch assigned to upkeep the forms going forward												
	Glen Robertson <ul style="list-style-type: none">All equipment incorporated into scheduling<ul style="list-style-type: none">No new or missing equipment identifiedNO new programs identifiedAreas of concern:<ul style="list-style-type: none">noted issues with some versions of specific maintenance forms, to check current versions in maintenance binders to ensure currency. Let Angela know, if more forms are found so they can be updated to reflect current version. Original update used incorrect forms.Roch assigned to upkeep the forms going forward												
c. Frequency and duration of service interruptions	<p>Alexandria</p> <ul style="list-style-type: none">Alarms: 90<table><tr><th>Location</th><th>Total</th><th>Aug 2022-Dec 2022</th><th>Jan 2023-Jun 2023</th></tr><tr><td>WTP</td><td>51</td><td>14</td><td>37</td></tr><tr><td>Dist</td><td>39</td><td>24</td><td>15</td></tr></table><p>reduced number of call out on average from previous review 13.5/mth to 9/mth</p>Mill Pond fuels spill (Oct)<ul style="list-style-type: none">no affect to intake, precautionary shut down for 12 hrs3 Extended Outage<ul style="list-style-type: none">BST: Jan-Hydro Issue (4.05hrs)	Location	Total	Aug 2022-Dec 2022	Jan 2023-Jun 2023	WTP	51	14	37	Dist	39	24	15
Location	Total	Aug 2022-Dec 2022	Jan 2023-Jun 2023										
WTP	51	14	37										
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Discussion Item	Notes, Comments												
	<ul style="list-style-type: none">WTP: Mar-Hydro Issue (0.65hrs)WTP/Bst/WTs: Apr-Freezing Rain (15.46hrs)Alarm Call Out Issues (on-going)<ul style="list-style-type: none">panel replaced (Aug)panel communicator failure, replaced (Apr)issues with delayed calls and non-reported alarms (central). Roch has reached out multiple times to try to correct issues.Access E11 cases: 144 (slightly increased from previous years, avg 91 cases per year)<ul style="list-style-type: none">88(Aug-Dec) 56(Jan-Jun)18 Open Cases (3 Aug-Dec/15 Jan-Jun)Construction<ul style="list-style-type: none">2022: 20 sites recorded<ul style="list-style-type: none">6 Watermain Break; 1 FH Replacement; 1 Valve Repair, 5 Service Line Repairs7 Planned (4 Tobin St, 1 Kincardine, 1 Bishop, 1 Derby)2023: 1 site<ul style="list-style-type: none">Planned (service install) <div>Glen Robertson</div> <ul style="list-style-type: none">Alarms: 80<table><tr><th>Location</th><th>Total</th><th>Aug 2022-Dec 2022</th><th>Jan 2023-Jun 2023</th></tr><tr><td>WTP</td><td>70</td><td>36</td><td>34</td></tr><tr><td>Dist</td><td>10</td><td>4</td><td>6</td></tr></table><div>increased number of call out on average from previous review 3.75/mth to 8/mth</div>4 Extended Outages<ul style="list-style-type: none">WTP: Dec (17:11-##)WTP/Chr: Jan-freezing rain (0.5hrs)WTP/Chr: Feb (11:04-##)WTP/Chr: Apr-freezing rain (15.5hrs)Alarm Call Out Issues (on-going)<ul style="list-style-type: none">issues with delayed calls and non-reported alarms (central). Roch has reached out multiple times to try to correct issuesAccess E11 cases: 11 (increased form previous years, avg 7 cases per year)<ul style="list-style-type: none">5(Aug-Dec) 6(Jan-Jun)0 Open CasesConstruction: 0	Location	Total	Aug 2022-Dec 2022	Jan 2023-Jun 2023	WTP	70	36	34	Dist	10	4	6
Location	Total	Aug 2022-Dec 2022	Jan 2023-Jun 2023										
WTP	70	36	34										
Dist	10	4	6										
d. Maintenance costs and trends	<div>Water Treatment & Distribution</div> <ul style="list-style-type: none">has base budgets have slightly increased each year since 2021significant overage in 2022<ul style="list-style-type: none">significant overages noted in administrative cost, chemical costs, building maintenance and equipment maintenance,currently trending for all GLs are at 55% for forecasted values <div>Noted Trends</div> <ul style="list-style-type: none">Due to economy significant cost increases in many areas, but significant impacts to chemical costs and deliveryLead time on products are slow on certain												

	<p style="text-align: right;"><i>The Township of North Glengarry</i> Drinking Water Quality Management System</p>
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Discussion Item	Notes, Comments
<p>e. Occurrences of and trends relating to unplanned maintenance</p>	<p>Alexandria</p> <p>Outstanding Equipment Breakdowns</p> <ul style="list-style-type: none"> ▪ F3 surface wash (Dec/Feb) <ul style="list-style-type: none"> – repaired Feb; issue reoccurred (Feb/Mar) – priced out new components as per recommendations, but only need mechanism to be repaired. – Roch assigned to following up on issue and to recommend repair or replacement option, as replacement cost was quoted over \$10,000 (to add to T3 to ensure tracking) ▪ SCADA failure (Aug/Sep/Oct/Dec/Jan/Feb) <ul style="list-style-type: none"> – computer unresponsive; reboot to restart – faulty card; remove/reset to reboot <ul style="list-style-type: none"> → recommended to have spare unit (possibly 1 on-site, unknown location). → To find refurbished cards that were previously purchased to determine in above mention replacement card is required. Roch assigned to find cards. Were in grey cabinet before office was moved. (to add to T3 to ensure tracking) ▪ (CCP) Increased Turbidity <ul style="list-style-type: none"> – transition to warmer waters, unable to drop dosing; increased spiking after start-up (Aug/May) – Kemira on-site to test different coagulants/jar testing (Nov) – attempt to shut down polymer, to determine if chemical overdosing is causing issues (Jun) – to monitor and keep trying different dosing options to optimize treatment and reduce spiking. – Coagulant Tank isolation valve seized; to be repaired or replaced, unable to separate tanks currently. Operational staff to schedule work. (to add to T3 to ensure tracking) ▪ HLP1610 fault (Aug/Sep/Jan) <ul style="list-style-type: none"> – able to run manual but in auto, communication issues with SCADA – keypad replaced Aug; cables replaced Sep; T-COM board replaced (Dec) – replacement ordered, lead time not provided, but Capital Control confirmed no word yet on delivery (to add to T3 to ensure tracking) ▪ Basin 1 Effluent Valve V-941 (Aug) <ul style="list-style-type: none"> – not operational, threaded stem is stripped – balloon in place (Aug) action was not completed as found in eRIS, possibly confused with another repair. – lead time dependant on repair by Mike Lalond, once valve is removed and dropped off <ul style="list-style-type: none"> → Also mentioned that floc tank drain valve was also in need of repair. Delegated to Eric to set up schedule for repair (to add to T3 to ensure tracking) ▪ Monochloramine Analyzer <ul style="list-style-type: none"> – unable to get parts in normal lead time – no longer operating properly after large repair, value in operation? – Determined to decommission analyzer, as repairs are not possible based on repair history with HACH/ClearTech ▪ Bst Stn Generator Oil Loss Issues <ul style="list-style-type: none"> – Operator monitoring and top up after run time (possibly burning oil) <ul style="list-style-type: none"> → Feb 1, Apr 8, Apr 9, Apr 13

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Discussion Item	Notes, Comments
	<ul style="list-style-type: none"> – Dean in process of contacting JC Cayer for repair options (to add to T3 to ensure tracking) <ul style="list-style-type: none"> → Discussion about contracted maintenance, but due to cost plan was not purchased at time of commissioning ▪ BST SHP1 & SHP2 pump issues <ul style="list-style-type: none"> – air lock/primed unit and restarted transfer (Aug/Sep/Oct/Nov/Feb) – fitting/connection issues (Apr), repaired – issues do not seem to be occurring at the moment, to monitor operations. ▪ Filter Backwash Issues (Aug/Sep/Oct/Feb/Apr/May) <ul style="list-style-type: none"> – F4 valve torque limits reset (Sep) – issues with multiple filters valve failures during program steps <ul style="list-style-type: none"> → Cause of issues determined to be caused by faulty clearwell level monitor → Until equipment repair/replacement occurs, clearwell 4 (1602) now operating program to prevent future issues ▪ Clearwell 1 Level Transmitter (Jun) <ul style="list-style-type: none"> – Issues occurring 25-Jun-2023, contacted Capital Controls and able to determine that false low readings causing issues with filter backwashes and HLP operations – Levels fluctuations impact HLP operations, filter operations, CT calculations – Equipment only 3yrs old, to monitor operation, as unit must be in fault mode to diagnose cause of issue (controller vs probe). To have KMAC look into on-going issues, if needed can reach out to Greyline. (to add to T3 to ensure tracking) <p>Completed Equipment Repairs</p> <ul style="list-style-type: none"> ▪ Loss trending/communication <ul style="list-style-type: none"> – WTP/Bst/WT (Aug/Oct/Jan) <ul style="list-style-type: none"> → repair in Aug, eliminated the majority of previous issues → minor issues (weather related) – caused by internet transfer by IT Tech (2x Jan) ▪ Structural Repair in Filter Influent Channel <ul style="list-style-type: none"> – caused multiple issues prior to Aug, repaired (Aug) ▪ Generator failure due to low temperatures <ul style="list-style-type: none"> – caused by louvre failure; replaced (Feb) <ul style="list-style-type: none"> → motor connection; repaired (Mar) – issues with testing caused by program settings; resolved by KMAC (Feb) ▪ LLP210 (Jan) <ul style="list-style-type: none"> – pump fault, no cause determined ▪ (CCP) P610 failure, no switch over (Aug/Jan) <ul style="list-style-type: none"> – no alarm notification, caused by control box on panel – partial basin drain; to remove untreated water – noted F1 turbidity increase/AT1606 residual drop ▪ (CCP) Chlorine Gas Dosage (May) <ul style="list-style-type: none"> – noted drop in residual, found crack in dosing lines; replaced defective section ▪ BWP reinstallation <ul style="list-style-type: none"> – from previous breakdown, re-installed (Aug) ▪ V1410 motor replacement <ul style="list-style-type: none"> – multiple issues and unable to set torque limits (Oct)

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Discussion Item	Notes, Comments
	<ul style="list-style-type: none"> — valve motor replaced Nov ▪ V697 Campbell Cres <ul style="list-style-type: none"> — rock jamming operation, repaired (Jan) ▪ H635 found frozen, repaired back in service within 24hrs ▪ Cl2 Gas Detector <ul style="list-style-type: none"> — Cl2 sensor failure, unit was calibrated 8 days later <p>Noted Trends (one-time occurrence vs on-going issues)</p> <ul style="list-style-type: none"> ▪ most issues are one time occurrence, or noted deficiency that takes time to repair due to time or part availability ▪ SCADA computer appears to need a reboot roughly once per month, unit was upgraded in 2022 <ul style="list-style-type: none"> — operator office computer slow to but lab computer good (difference between nodes) ▪ Gas Monitors appear to fail consistently about 1 month before servicing <ul style="list-style-type: none"> — Noted during discussion that alarm was disabled in SCADA, when enabled alarm is active but sensor not in alarm mode — Eric to reach out to Capital Controls look into signal/communication (to add to T3 to ensure tracking) ▪ Booster Stn SHP pump air lock appear to happen intermittently, no further action at this time ▪ Booster Station generator appear to be losing oil during operation, Dean working on issues ▪ Duplication of recording work in eRIS and E11 to determine a better work flow so no duplication of work (Flushing). <ul style="list-style-type: none"> — To continue work flow as per discussion. Ensure all staff on same page <p>Glen Robertson</p> <p>Outstanding Equipment Breakdowns</p> <ul style="list-style-type: none"> ▪ (CCP) Sodium Hypo Pump Issues <ul style="list-style-type: none"> — SHP1 failure, possible air lock (Sep/Dec/Jan/Mar) — SHP1 flow sensor adjustment (May) — SHP2 cracked fitting causing air/leakage (Aug/Sep/Oct/Jan), repaired — SHP2 replaced due to on-going dosing issues (Nov) <ul style="list-style-type: none"> → Discuss possible repair or replacement options for SHP2. Communications with Prominent lead to pumps not sized properly, causing issues, but Prominent sized dosing system for installation. → To look into different type of pump, possibly peristaltic pump. (to add to T3 to ensure tracking) ▪ (CCP) Header Cl2 residual <ul style="list-style-type: none"> — cleaned/change injection point/prime SHP (Aug/Oct/Nov/Dec/Jan/Mar) — reset SurFeed/low flows (01:00-05:00) (Aug/Feb/Mar/May) ▪ Singer Valve Malfunction <ul style="list-style-type: none"> — temporarily by-pass (pre-Aug) <ul style="list-style-type: none"> → released pressure on singer valve, and dist pressure have not reoccurred to date → Removal of singer valve suggested by technician as it is no longer needed due to pressure tanks.

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Discussion Item	Notes, Comments
	<ul style="list-style-type: none"> → Removal requires a full system shut down and isolation of WTP. Future Project (to add to T3 to ensure tracking) → Discussion noted that since UV#3 solenoid replacement, pressure on well side is noticeably more stable and bypass on well pump before UV (PRV) always running since last well pump replacement. → To monitor system operation when UV# taken out of service to determine if solenoid replacement on UV1 & UV2 should be completed to help potential flow/pressure issues. Rough cost estimate per unit is \$530/unit based on most recent invoice. <ul style="list-style-type: none"> ▪ Coupling Leak on Main Piping (Apr) <ul style="list-style-type: none"> – temporary sealant tape installed – Replacement requires full system shut down and WTP isolation and current replacement options will only lead to same issue, due to available coupling and pipe offset. – Roch looked into different options, as coupling is only current option, possibly using exterior lining to seal leak (to add to T3 to ensure tracking) ▪ Eric noted the spare well pump was dropped off by Adrien on 27-Jun-2023 (located in Shop, beside grey cabinet). <p>Completed Equipment Repairs</p> <ul style="list-style-type: none"> ▪ SCADA system placed on-line (Sep/Oct) ▪ Well Pump Pitless Adaptor O-Ring Replacement (Sep) ▪ UV3 solenoid failure (Feb/May) <ul style="list-style-type: none"> – causing decreased flows, possible Cl2 dosing issues (changed Jun) – unit back in service and no issues noted to date ▪ Filter Bank Leak (Aug/Sep) <ul style="list-style-type: none"> – UV3 5micron bank replaced (Sep) – UV1 & UV2 bank replaced (Sep) ▪ Hydro Meter exchange by Hydro One (Mar) <ul style="list-style-type: none"> – no impact, power out less than 5 mins ▪ High distribution Flows (May) <ul style="list-style-type: none"> – area canvas, letters distributed, <p>Noted Trends (one-time occurrence vs on-going issues)</p> <ul style="list-style-type: none"> ▪ On-going intermittent issues with chlorine residuals during low flow period <ul style="list-style-type: none"> – multiple issues with injection point blockage, pump operations, reduced flows due to UV operations – no smoking gun or clear indication of cause ▪ On-going issues with SHP2 operating issues <ul style="list-style-type: none"> – attempted multiple repairs, replacement pumps – pumps only work for short periods of time but cannot sustain continuous operation ▪ On-going operating issues with solenoid valve malfunction reducing flows <ul style="list-style-type: none"> – multiple equipment repairs, may be a partial cause to low residual issues – replacing unit to see if operation improves (Jun) was replaced ▪ Distribution pressure issues determined to be caused by singer valve malfunction

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Discussion Item	Notes, Comments
	<ul style="list-style-type: none"> — unit by-passed, to remove from system as it is no longer required as per technical advisement
f. Adequacy of maintenance scheduling and recording systems	<p>Operational Input</p> <ul style="list-style-type: none"> ▪ internal schedule <ul style="list-style-type: none"> — Monthly Schedule (facilities) — Spring Flushing (Hydrant Only) <ul style="list-style-type: none"> → 2022: 32 days (17 Alx/3 TM/13 Max /1 Gln) → 2023: started a month later, 38 days (21 Alx/3 TM/13 Max/1 Gln) <ul style="list-style-type: none"> • Confirmed that all system flushing was completed today. • Although flushing appears to have taken slightly longer, it was interrupted by training and time off. No concern about timelines • All defects were to be inputted into E11 for follow-up and tracking of issues — Distribution Valve Exercising <ul style="list-style-type: none"> → 671(Alx/Max/TM) + 3(Gln) valves in total → 2022: 56 days (42 Alx/14 Max; TM/Gln not completed) <ul style="list-style-type: none"> • 51 defects notes in program <ul style="list-style-type: none"> ○ 17 repaired/tested; 4 outstanding; 32 not input into Access ○ 26 other repairs completed ○ List was given to Roch with potential defects not reported in E11. Follow up to be completed as required • F-26 to be updated → 2023: all work to start after flushing completed. To ensure areas not operated last year are completed this year. — Fall Flushing <ul style="list-style-type: none"> → 18% hydrants in Alx only → 8 days (6 days north/5 days south) → need to include Maxville? — Hydrant Winterizing <ul style="list-style-type: none"> → 2022: 56 days (42 Alx/ 14 Max) → 4 rechecks; 1 not completed (H-165) — Hydrant Maintenance <ul style="list-style-type: none"> → target 50/year → starting with reported deficiencies → spot repair working towards preventative replacement program. <ul style="list-style-type: none"> • To come up with how operators are going to document repairs (electronic form/paper form). Need to know what information is required. (to add to T3 to ensure tracking)

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Discussion Item	Notes, Comments
	<ul style="list-style-type: none"> – Auto-Flushers <ul style="list-style-type: none"> → Max 3 units installed, Alx not yet installed (after flushing program and school closures) → ensure to input install and any flow adjustments in F38 – Bleeder Lines <ul style="list-style-type: none"> → 2022 12 of 38 locations turned on → 2023 0 of 38 locations → to verify if bleeder lines are turned off (to assign responsibility to operator) (to add to T3 to ensure tracking) – Water Audit <ul style="list-style-type: none"> → new program 2023, due to high water loss → currently on-going – Operations Manuals <ul style="list-style-type: none"> → Alx: revised Oct-2021; no major updates required to date → Glen: revised Sep-2020; update required to include SCADA commissioning – Asset Management <ul style="list-style-type: none"> → TWP Plan approved by Council Jun-2022 → WW Plan 181-301A completed Aug 2020 (tied to QMS renewal cycle; 6yr coverage); next required 2025 before Sep-16 → need for system equipment identification and classification to help with future proactive replacement (plan?); to look at old list (to add to T3 to ensure tracking) ▪ external contracted <ul style="list-style-type: none"> – Monthly Pest Control – Bi-Annual Gas Monitor (Apr/Oct) – Annual Backflow Device (Jul) <ul style="list-style-type: none"> → Claude Bourk (WTP and Construction) – Annual Analyzer/ Flowmeter Calibration (Aug/Nov/Dec) <ul style="list-style-type: none"> → ClearTech (Hach and various Instruments) → St Laurent (Prominent and Flow Meters) – Annual Generator (Aug/Oct) <ul style="list-style-type: none"> → JC Cayer (Generac Units) → Micheal Blais (Other Units); change from GenRep <ul style="list-style-type: none"> • need emergency contact/contractor to change emergency listing and need emergency number Dean to provide information (to add to T3 to ensure tracking) – Annual Pump Vibration Testing (Nov) <ul style="list-style-type: none"> → Discussion determined to continue Hewitt but to only assess every 2yr cycle. To update Maintenance Summary (to add to T3 to ensure tracking)

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<p>Document Title: QMS Infrastructure Maintenance, Rehabilitation & Renewal Review Form</p>	<p>QMS Form Number: QMS SYS-F11</p>

Discussion Item	Notes, Comments
<p>g. Compliance inspection reports</p>	<p>QMS</p> <ul style="list-style-type: none"> ▪ Internal Audit: Sole Source Contractor: Ewen MacDonald <ul style="list-style-type: none"> – completed Oct 2022 – 0 non-conformances – 9 opportunities for improvement <ul style="list-style-type: none"> → 8 implemented /1 to be implemented / 0 no action ▪ External Audit: Sole Source Contractor: SAI Global <ul style="list-style-type: none"> – surveillance audit completed Oct 2022 – 1 major non-conformance <ul style="list-style-type: none"> → closed 6-Dec-2022 – reaccreditation audit completed Dec 2022 – 1 minor non-conformance <ul style="list-style-type: none"> → closed 31-Jan-2023 – 2 opportunities for improvement <ul style="list-style-type: none"> → 1 implemented / 1 to be implemented / 0 no action ▪ Best Management Tracking Form Reviewed some open items but most issues already discussed <p>MECP</p> <ul style="list-style-type: none"> ▪ Alexandria <ul style="list-style-type: none"> – Completed 19-Oct-2022 – 100% risk ranking – no identified compliance or best practices ▪ Glen Robertson: Sep 8 <ul style="list-style-type: none"> – Completed 19-Oct-2022 – 100% risk ranking – no identified compliance or best practices
<p>h. Staffing and training issues as they pertain to maintenance goals</p>	<ul style="list-style-type: none"> ▪ Annual Requirement are being met by most operational staff, <ul style="list-style-type: none"> – staff to self-monitor/request training (on-line or in-class) – training to ensure renewal cycle every 3 years (42hrs CEU + 78hrs OTJ) ▪ Training Data Base Status <ul style="list-style-type: none"> – currently using compliance 365, Dean unhappy with performance/manual input – discussions about using Microsoft Form (created by Zoe) but has not been put into place, (minor form issues/time to complete) – Angela and Dean to discuss options going forward, Roch requested operator access. ▪ Outstanding Required Training <ul style="list-style-type: none"> – Standard of Care for Council and Director – OIT training (Roch to discuss what outstanding) – Lock Out Tag Out – Logbook ▪ Scheduled Training <ul style="list-style-type: none"> – hydrant maintenance (Jul 13)

	<p style="text-align: right;"><i>The Township of North Glengarry</i> Drinking Water Quality Management System</p>
<p>Document Title: QMS Infrastructure Maintenance, Rehabilitation & Renewal Review Form</p>	<p>QMS Form Number: QMS SYS-F11</p>

Discussion Item	Notes, Comments
	<ul style="list-style-type: none"> ▪ Suggested Training <ul style="list-style-type: none"> – live water main tap – maintenancefest (Kingston) – Prominent Training
<p>i. Staff input</p>	<p>2024 Budget Ideas/Potential future Projects</p> <ul style="list-style-type: none"> ▪ To post form in office area for operational staff to add ideas & suggestions for 2024 expense or capital budget <ul style="list-style-type: none"> – Line post inventory in Alexandria for all locations to have better records and locations going forward. Also help to improve mapping in system. – Vac trailer relining/coating inside drum. Concern due to internal abrasion from sediment. To see if repair is possible – Water pump on Vac Trailer, noted operational issues, may need replacing – Snowblower for Booster station, portable unit to help clean around walkways and generator area prior to delivery. With trailer so can be used at multiple sites – New electric submersible for construction, hydraulic pump is good, but required HydroVac trailer to be used. – Alx Wall mount chlorine analyzers (find out oldest and start changing older units) – Glen Prominent Distribution to make units similar and better for SCADA inputs – Magmeter for Hydrants, to look into possibly electronic unit for distribution flushing. – Calibrate meter annually (current hydrant) to ensure accuracy, as value used as input for water usage tracking
<p>j. Other items (describe)</p>	<ul style="list-style-type: none"> ▪ Item removed as not water related, but to be added to potential budget request listing <ul style="list-style-type: none"> → Generator for Leroux at VFD → Sewage pump at sandfield ▪ Twinrix vaccination for new operators <ul style="list-style-type: none"> – Cameron and Chris require for working with sewage – Issues in past due to change in EOHU policies – Dean to look into process
<p>Other Notes</p>	

2023 Alexandria DWS & Glen Robertson DWS Infrastructure Maintenance, Rehabilitation & Renewal Review

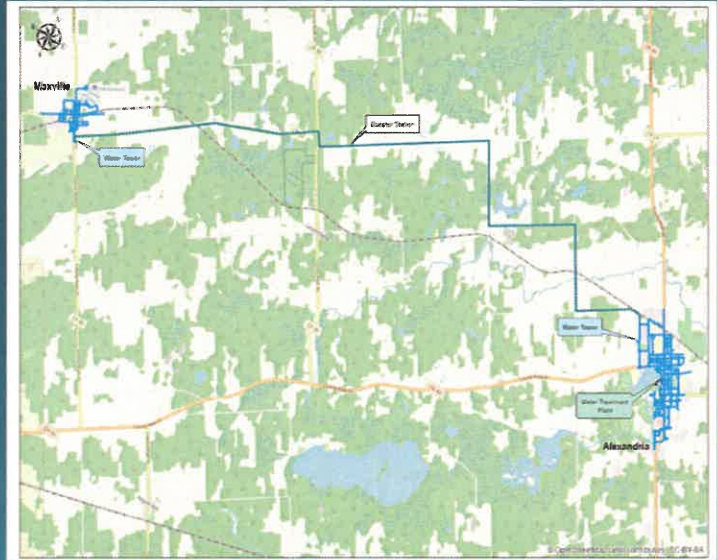


Agenda

- System Summary
 - Alexandria DWS
 - Glen Robertson DWS
- Previous Outcomes
- Maintenance Summaries
 - Internal Maintenance Summaries
 - External Contracted Maintenance
- Trends Related to Frequency and Duration of Service Interruptions
- Maintenance Cost and Trends
 - Water Treatment/Distribution Expense Budget Review
 - Full Operating Expense Budget Review
 - Capital Maintenance Programs
- Occurrence and Trends Related to Unplanned Maintenance
 - Internal Maintenance Programs
- Adequacies of Maintenance Programs
- Compliance and Conformance Inspections
 - QMS Multi System
 - MECP Annual Inspection
- Operator Training
- Staff Input / Other Items

Alexandria System Summary

- Alexandria DWS
 - Alx Water Treatment Plant
 - Alx Water Tower
 - Alx Distribution System
 - 28.1kms mixed piping
 - 1616 services connections
 - 145 fire hydrants
 - 454 valves
 - Max Booster Station
 - Alx-Max Transmission Main
 - 20.4kms 30mm piping
 - 17 fire hydrants
 - 12 valves
 - 32 air relief valves
 - Max Water Tower
 - Max Distribution System
 - 10.2kms of pvc piping
 - 320 services connections
 - 85 fire hydrants
 - 188 valves
 - 2 pressure relief valves



Glen Robertson System Summary

- Glen Robertson DWS
 - Gln Water Treatment Plant
 - No Distribution Water Storage
 - Gln Distribution System
 - 0.8kms of 150mm pvc piping
 - 48 services
 - 3 valves
 - 2 air relief valves
- No Fire Protection
 - fire wells utilized for fire protection
 - no connection to municipal system



Previous Outcomes

- DWS Review Outcomes
 - Systems operating as per design and maintenance appears to be scheduled and completed as per operational expectations.
 - Programs in good shape, to ensure work is on-going among all staff.
 - To ensure all equipment calibrated as per requirements (external contractors)
 - Discuss different budget ideas with operational staff
 - Issues with generator annual maintenance (Dean Follow-Up Required)
- Areas of Concern
 - Alx DWS:
 - Intake sediment build-up
 - pro-active equipment replacement
 - older equipment and potential for breakdown
 - distribution degradation and operational requirements to maintain adequate levels
 - hydrant maintenance program to be recreated
 - Gln DWS:
 - Increased mineral deposits in well casing
 - intermittent dosing issues with P2
 - SCADA integrations
 - on-going well pump/pressure issues

Internal Maintenance Summaries

- QMS Summary
 - QMS SYS OP-Plan Appendix F1_T10A QMS Alexandria Maintenance Summary Table- Alexandria v3 (in QMS Operational Plan)
 - Review by foreman to ensure currency
 - QMS SYS OP-Plan Appendix F2_T10G QMS Glen Robertson Maintenance Summary Table v3 (in QMS Operational Plan)
 - Review by foreman to ensure currency
- Facility Maintenance Schedules
 - Alexandria Scheduled Maintenance, prepared and maintained by (who?)
 - M1 Alx WT Maintenance Schedule_v2
 - M7 Alx WTP Maintenance Schedule_v3
 - M63 Max BST Maintenance Schedule_v4
 - M73 Max WT Maintenance Schedule_v4
 - Glen Robertson Scheduled Maintenance, prepared and maintained by (who?)
 - M45 Gln WTP Maintenance Schedule_v4

External Contracted Maintenance

- External Contracted Maintenance
 - External Analyzer, Sensors and Transmitters Calibration Tracking
 - Updated External Calibrations Tracking Record Jun 19, 2023
 - Completed:
 - Meters, Sensors, Transmitters completed by St Laurent Instrumentation (recalibrating required Nov/Dec 2023)
 - Gas Monitors completed by Hetek (Apr 2023, recalibration required Oct 2023)
 - Maxville Tower Generac generators completed by JC Cayer(Apr)
 - Outstanding:
 - Hach Analyzers and Prominent Analyzers completed by ClearTech
 - Last completed Jun 2023 / scheduled July 17-19
 - outside of the annual completion dates by 1.5 months, due to contractor availability
 - Generators
 - Generac generators: Max Booster Station, Alx Water Tower, Glen Robertson
 - Generator: Alx WTP
 - Hoist & Lifting Devices completed by Corbit & Corbit
 - Last completed Apr 2022
 - currently outside the annual completion by 2 months, waiting for a date from contractor

Trends Related to Frequency and Duration of Service Interruptions

Alexandria

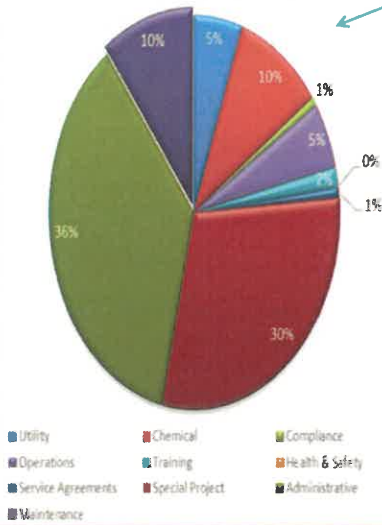
- Alarms
 - 90 Alarms (as per E-logs)
 - 3 Extended Power Outages
 - Mill Pond Minor Fuel Spill
 - Issues with delayed or no alarm notification
 - minor issues with on-site equipment repairs
 - Issues with alarm central protocols or operator capacities
- Access E11
 - 144 cases
 - 18 still open (print outs)
- Construction
 - 2022: 20 jobs completed
 - 7 planned
 - 13 emergency repairs/un-planned
 - 2023: 1 job completed
 - 1 planned

Glen Robertson

- Alarms
 - 80 Alarms (as per E-logs)
 - 4 Extended Power Outages
 - Issues with delayed or no alarm notification
 - minor issues with on-site equipment repairs
 - Issues with alarm central protocols or operator capacities
- Access E11
 - 11 cases
 - 0 open cases
- Construction
 - 0 sites

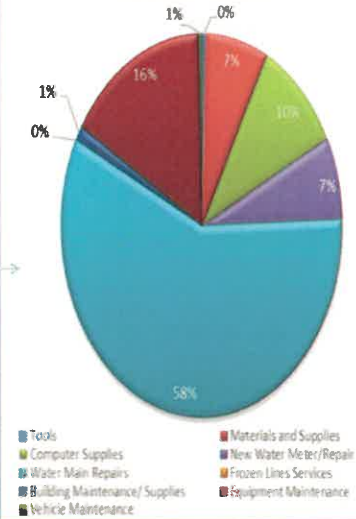
Water Treatment/Distribution Budget Review

2023 Actual Expense Budget



	Water		
	Base Budget	Actual Value	%
Utility	\$ 82,300	\$ 40,349	5.5
Chemical	\$ 139,500	\$ 71,486	9.7
Compliance	\$ 26,400	\$ 5,748	0.8
Operations	\$ 67,700	\$ 40,299	5.4
Training	\$ 21,700	\$ 11,652	1.6
Health & Safety	\$ 5,650	\$ -	0.0
Service Agreements	\$ 15,000	\$ 6,475	0.9
Special Project	\$ 455,110	\$ 220,062	29.8
Administrative	\$ 677,872	\$ 267,798	36.2
Maintenance	\$ 199,900	\$ 75,739	10.2
Tools		\$ 310	0.4
Materials and Supplies		\$ 5,591	7.5
Computer Supplies		\$ 7,463	9.9
New Water Meter/Repair		\$ 5,217	6.9
Water Main Repairs		\$ 43,871	57.9
Frozen Lines Services		\$ -	0.0
Building Maintenance/Supplies		\$ 945	1.2
Equipment Maintenance		\$ 12,066	15.9
Vehicle Maintenance		\$ 335	0.4
		\$ 219,606	

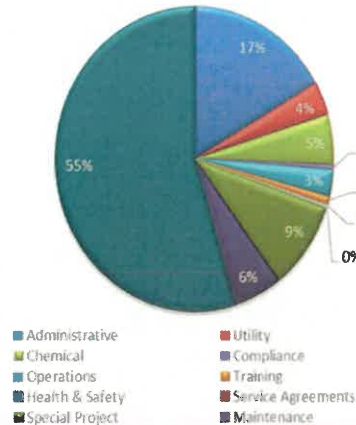
2023 Actual Expense Budget
Maintenance Breakdown



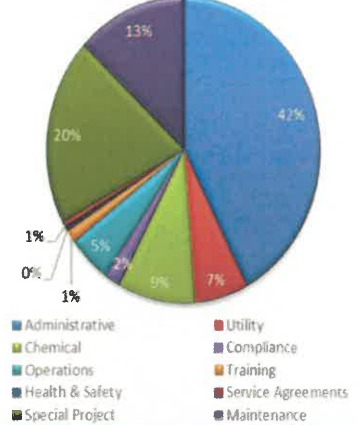
Full Expense Budget (9200-9300-9400)

	Actual Value	%	Base Budget	%
Administrative	\$ 409,147	16.8%	\$ 1,030,746	41.3%
Utility	\$ 86,699	3.6%	\$ 157,300	6.5%
Chemical	\$ 129,177	5.3%	\$ 221,500	9.1%
Compliance	\$ 12,462	0.5%	\$ 46,400	1.9%
Operations	\$ 68,750	2.8%	\$ 123,350	5.1%
Training	\$ 21,731	0.9%	\$ 32,200	1.3%
Health & Safety	\$ 2,802	0.1%	\$ 8,075	0.3%
Service Agreements	\$ 5,711	0.2%	\$ 18,500	0.8%
Special Project	\$ 230,735	9.5%	\$ 481,750	19.8%
Maintenance	\$ 137,396	5.6%	\$ 17,400	13.0%
Actual Total	\$ 1,104,610		\$ 2,437,221	
Remaining Actual	\$ 1,332,611			

2023 Actual Water Works
Expense Budget



2023 Base Water Works Expense
Budget



Capital Maintenance Programs

2022	2023
Water Meter Replacement Program <ul style="list-style-type: none"> Not completed moved to 2023 	Alexandria Intake Upgrades (Dyke Installation) <ul style="list-style-type: none"> Drivers to be on-site within the next few weeks to complete work (July)
Hydraulic Modeling <ul style="list-style-type: none"> EVB contracted to complete work, continued into 2023 	Alexandria WTP VFD Replacement <ul style="list-style-type: none"> Unit ordered, lead time or expected delivery (?)
Meter Stations (Flow Meters) <ul style="list-style-type: none"> Not completed, moved 2023 	Chlorine Gas Cylinder Switch Over Refurbishment <ul style="list-style-type: none"> Roch looking into equipment needs and pricing confirmation
Wall Mounted Analyzer Replacement <ul style="list-style-type: none"> Not completed, units never purchased 	Valve & Hydrant Replacement Program <ul style="list-style-type: none"> Dominion St (north of Lochiel St) in preparation for future projects Park Ave/Lochiel St in preparation for 10" water main relining project
Glen Robertson Well Casing Cleaning <ul style="list-style-type: none"> Moved to 2023 to combine with building expansion 	10" Feeder Water Main Relining (Jean St to Clement St) <ul style="list-style-type: none"> Currently completing flow testing to ensure system integrity prior to isolation
Valve & Hydrant Replacement Program <ul style="list-style-type: none"> Completed (valves on Tobin in preparation for relining project) 	Residential Water Meter Replacement Program <ul style="list-style-type: none"> Maynard plumbing contracted for work Glen Robertson started in June, Alexandria locations to follow
Glen Robertson UV Replacement Program <ul style="list-style-type: none"> Completed February 2022 	Glen Robertson Building Expansion <ul style="list-style-type: none"> Design and engineering possibly to be completed in 2023 To add well casing cleaning to project to scope of work
Electronic Logbook Transition <ul style="list-style-type: none"> Completed, operators/systems transitioned to eRIS April 2022 	North Glengarry Master Plan <ul style="list-style-type: none"> EVB contracted to complete, status?
Tobin St Water Main Relining Program <ul style="list-style-type: none"> completed August 2022 	Meter Stations (Flow Meters) <ul style="list-style-type: none"> Funds being reallocated
Glen Robertson SCADA Installation <ul style="list-style-type: none"> Completed in October 2022 	
Lochiel St Water Main Relining <ul style="list-style-type: none"> Cancelled due to cost increase for project 	

Occurrences and Trends Related to Unplanned Maintenance

Alexandria

Outstanding Equipment Breakdowns

- F3 Surface Wash
- SCADA Hardware Failure
- (CCP) Increased Turbidity in Warmer Weather
- HLP1610 VFD Communication Issues/Replacement
- Alx WTP Basin 1 Drain Valve
- Filter Backwash Issues
- Booster Station Monochloramine Analyzer
- Booster Station Generator Oil Loss Issues
- (CCP) SHP1 & SHP2 Air Lock Issues

Completed Equipment Repairs

- SCADA Trending and Communication Issues
- Structural Issues in Filter Influent Channel
- Alx WTP Generator Louvres Motor
- LLP210 Fault
- (CCP) P610 Pump Failure with No Alarm Call Out
- (CCP) Chlorine Gas Injection Line Crack
- (CCP) AT1606 pH Probe Issues
- Cl2 Gas Room Monitor Sensor Failure
- Alx WTP BWP Refurbishment
- V1410 Motor Replacement
- V697 (Campbell Cres) Seized Valve
- H-635 frozen hydrant

Glen Robertson

Outstanding Equipment Breakdowns

- (CCP) Sodium Hypochlorite Pump Issues
- (CCP) Header Chlorine Residual
- Singer Valve Failure
- Coupling Leak on Main Discharge Piping

Completed Equipment Repairs

- SCADA installed and commissioned
- Well Pump Pitless Adaptor Replacement
- UV3 Solenoid Failure
- Filter Bank Replacements
- Hydro Meter Replacement (Hydro One)
- High Distribution Flows

Internal Maintenance Programs

Spring Flushing <ul style="list-style-type: none"> Alexandria / Maxville / Transmission <ul style="list-style-type: none"> started 23-May-2023; still on-going minor issues noted, captured in Access E11 no issues note in water quality Glen Robertson not yet completed 	Summer Auto-Flushers <ul style="list-style-type: none"> Maxville 3 units installed 13-Apr-2023 Alexandria not yet installed
Distribution Valve Exercising <ul style="list-style-type: none"> Alexandria <ul style="list-style-type: none"> 2022 completed (TM not completed or recorded); 2023 not started to date 51 defective valve, 17 repaired Glen Robertson <ul style="list-style-type: none"> not completed in 2022, to ensure it is completed 2023 	Bleeder Lines <ul style="list-style-type: none"> Turned on as needed (extended cold snaps; or if frost is suspected below 5ft) <ul style="list-style-type: none"> Alexandria were not opened by operational staff in 2023 To verify if lines were shut down from 2022 winter period
Fall Flushing <ul style="list-style-type: none"> Alexandria completed in 8 days (Oct-2022) No issues noted 	Water Auditing <ul style="list-style-type: none"> Due to noted increased water loss Contracted to Kingsley Blease
Hydrant Winterizing <ul style="list-style-type: none"> Alexandria/Maxville completed in 56 days <ul style="list-style-type: none"> Recheck required on 4 hydrants, 1 unit not rechecked (H-165) 	Operations Manuals <ul style="list-style-type: none"> Alexandria OM- Oct 2021 Glen Robertson OM- Sep 2020 <ul style="list-style-type: none"> To be updated to include SCADA system upgrades
Hydrant Maintenance (target 50 units/year) <ul style="list-style-type: none"> Alexandria <ul style="list-style-type: none"> # hydrants issues from Spring Flushing Maxville <ul style="list-style-type: none"> # hydrants issues from Spring Flushing 	Asset Management <ul style="list-style-type: none"> Twp Plan approved by Council Jun 2022 Water Works Plan 181-301A completed by Treasurer Aug 2020 Need to categorize and rank internal equipment in order to determine future equipment refurbishment and to track equipment work life

Adequacy of Maintenance Programs

- Operator Input about Adequacy of Scheduling
- Areas of Concern
 - Alexandria
 - Higher risk of equipment breakdown due to age (Alx only)
 - Elevated Water Loss/Water Audit
 - Construction Documentation (all work sites including contracted work)
 - 10 open equipment deficiencies, to ensure follow-up/repair
 - Transition from reactive maintenance to proactive maintenance (eg Hydrants)
 - Glen Robertson
 - Coupling leak on main effluent pipe, requires system shut down to replace
 - Well Mineral Deposit Build-up, potential for impact on well pump
 - Sodium Hypo Intermittent Dosing Issues (pump and dosing system)
 - Intermittent high flows in Glen (possible usage by residents) and impact on treatment system

Compliance and Conformance Inspections

QMS Multi System

- Internal Audit: Sole Source Contractor: Ewen MacDonald
 - completed Oct 2022
 - 0 non-conformances
 - 9 opportunities for improvement
 - 8 implemented / 1 to be implemented / 0 no action
- External Audit: Sole Source Contractor: SAI Global
 - surveillance audit completed Oct 2022
 - 2 major non-conformance (closed)
 - reaccreditation audit completed Dec 2022
 - 1 minor non-conformance (closed)
 - 2 opportunities for improvement
 - 1 implemented / 1 to be implemented

Compliance and Conformance Inspections

Alexandria

- MECP Inspections
 - Rated at 100%
 - 19-Oct-2022
 - No non-compliance or best practices identified

Glen Robertson

- MECP Inspections
 - Rated at 100%
 - 19-Oct-2022
 - No non-compliance or best practices identified

Operator Training

- Meeting Annual Requirements to maintain licensing
 - Operators can request/are encouraged to request specific training topics
 - Training now available in-class or on-line
 - Training hour are to ensure license/certificate renewal 3 years
 - Hour requirements based on facility license level

	Class 1	Class 2	Class 3	Class 4	Limited	WGA
Director	21	36	42	48	23	61
Approved CEUs						
On-the-Job Hours	64	66	75	108	70	39
Total	90	105	120	150	80	60

- Operators should be self-monitoring to ensure sufficient training is completed before renewal period
 - Compliance 365 vs internal data base (Zoe created MS Form)
- Upcoming/Required Training
- Suggested Training

Staff Input

- Budget Requests/Potential Projects

Conclusions

- Maintenance Programs
 - Schedules and Tracking forms
 - overall are in good shape
 - to determine who is in control or ensure staff understand document control and how to update version codes
 - Work Completion (as scheduled)
 - staff changeover has been a recent concern, but as new operators gain experience this should alleviate itself
 - to ensure follow-up in internal equipment deficiencies for repair or replacement asap, to prevent further potential issues
 - external contractors dates are starting to drift from annual targets, to ensure booking is completed earlier or alternate source is used to ensure work is completed in timely fashion
 - Documentation
 - duplication of recording work in eRIS and E11 to determine a better work flow so no duplication of work (Flushing)
 - streamline expectations

Areas of Concern

- Alexandria DWS
 - Pro-active equipment indexing and replacement program
 - Elevated water loss/water audit results
 - Construction documentation
 - Open equipment deficiencies
 - Maintenance Programs (reactive to preventative)
- Glen Robertson DWS
 - Coupling leak on main discharge pipe
 - Mineral deposits in well casing, and potential impacts on well pump
 - Intermittent on-going issues with sodium hypochlorite pump and dosing system
 - Intermittent high flows and impact on treatment system



Thank You For Your Time & Input

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 25 - 2023
FOR THE YEAR 2023**

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

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

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

THEREFORE, the Council of the Corporation of the Township of North Glengarry enacts as follows:

- 1. **THAT** the action of the Council at its regular meeting of September 25th, 2023, in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law and;
- 2. **THAT** the Mayor and the proper officers of the Township of North Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
- 3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.
- 4. **THAT** where a “Confirming By-law” conflicts with other by-laws the other by-laws shall take precedence. Where a “Confirming By-Law” conflicts with another “Confirming By-law” the most recent by-law shall take precedence.

READ a first, second and third time, passed, signed and sealed in Open Council this 25th day of September 2023.

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 25-2023, duly adopted by the Council of the Township of North Glengarry on the 25th day of September 2023.

Date Certified

CAO/Clerk / Deputy Clerk