

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

Agenda

Monday April 14, 2025 at 6 p.m.

Council Chambers

3720 County Road 34

Alexandria, Ontario K0C 1A0

THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. ACCEPT THE AGENDA (Additions/Deletions)

4. ADOPTION OF PREVIOUS MINUTES

Regular Meeting of Council Minutes – Monday March 24, 2025

5. DELEGATIONS

6. STAFF REPORTS

a. Administrative Department

i. AD 2025-01: Expansion of Strong Mayors Powers

b. Community Services Department

i. CS 2025-06: Maxville Sign

c. Treasury Department

i. TR 2025-07: Tangible Capital Asset Policy Update

d. Public Works Department

i. PW 2025-06: Award of 2025 Sidewalk Rehabilitation Program and Five-Year Agreement

ii. PW 2025-07: Drinking Water Quality Management System Update Management Review 2024

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

- a. Eastern Ontario Wardens' Caucus Newsletter – April 2025

9. NEW BUSINESS

- a. Community Living Month – May

10. NOTICE OF MOTION

Next Regular Meeting of Council

Monday May 12, 2025, at 6 pm. in the Council Chambers, 3720
County Road 34, Alexandria, Ontario

Note: Meetings are subject to change and cancellation

11. QUESTION PERIOD

- a. (Limit of one question per person and subsequent questions will be at the discretion of the Mayor/Chair)

12. CLOSED SESSION

As this matter deals with labour relations or employee negotiations they may be discussed in closed session under sections 239 (2)(d) of the *Ontario Municipal Act*)

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*)

And to adopt the Municipal Closed Session of Council Meeting for Monday March 10, 2025

13. CONFIRMATION BY-LAW

- a. By-law 12-2025

14. ADJOURNMENT

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

Monday March 24 2025 at 6 p.m.
Council Chambers
3720 County Road 34
Alexandria, Ontario K0C 1A0

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

ALSO PRESENT: CAO/Clerk: Sarah Huskinson
Deputy Clerk: Jena Doonan
Director of Community Services: Stephanie MacRae
Director of Finance/Treasurer: Zoe Bougie
Director of Building, Planning & By-law: Jacob Rheaume
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: Jacques Massie

Seconded by: Carma Williams

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday March 24 2025

Carried

- 4. ADOPTION OF PREVIOUS MINUTES**

Resolution No. 2

Moved by: Carma Williams

Seconded by: Brian Caddell

THAT the minutes of the following meeting(s) be adopted as circulated.

-Regular Meeting of Council Minutes - Monday March 10 2025

Carried

5. DELEGATIONS

- a. United Counties of SDG – Planning Legislation updates: Director of Planning, Economic and Development Peter Young and Senior Planner Lindsay Parisien
- b. gmad - Zoning By-law Amendment Ladouceur Subdivision: Landscape Architect Camille J Rivard
- c. EVB – Lagoon Upgrade Work Plan: Vice President Marco Vincelli

6. STAFF REPORTS

- a. Community Services Department

Resolution No. 3

MOVED BY: Brain Caddell

SECONDED BY: Jeff Manley

THAT the Council of the Township of North Glengarry receives Staff Report CS-2025-04, North Glengarry Stage; and

THAT Council approves the purchase of the mobile stage trailer identified in Staff Report CS-2025-04 for sole source procurement.

AND THAT Staff be authorized to purchase the mobile stage trailer in the amount of \$44,774 through the current capital budget allotment, contributions from the Alexandria Lions Club and recreation reserve

Carried

Resolution No. 4

MOVED BY: Jeff Manley

SECONDED BY: Michael Madden

THAT the Council of the Township of North Glengarry receives Staff Report CS-2025-05, 2025 Community Grants – Second intake; and

THAT Council approves the following grants:

Name of Organization	Amount Approved	In-Kind Approved	TOTAL
2025			
Centre Lochiel Centre	\$3,500.00		\$3,500.00
La Fondation de l’Hôpital Glengarry Memorial Hospital Foundation		\$1,584.00	\$1,584.00
TOTAL	\$3,500.00	\$1,584.00	\$5,084.00

Carried

b. Treasury Department

Resolution No. 5

MOVED BY: Michael Madden

SECONDED BY: Gary Martin

THAT the Council of the Township of North Glengarry receives Staff Report No. TR-2025-06, 2024 Statement of Remuneration and Expenses for information purposes.

Carried

c. Building, Planning & By-law Department

Resolution No. 6

MOVED BY: Gary Martin

SECONDED BY: Carma Williams

THAT the Council of the Township of North Glengarry adopt Zoning By-Law No. Z-02- 2025; and

THAT By-law No. Z-02-2025 be read a first second and third time and enacted in open Council this 24th day of March 2025.

Carried

Resolution No. 7

MOVED BY: Carma Williams

SECONDED BY: Jacques Massie

THAT Council of the Township of North Glengarry adopt Site Plan Development Agreement By-law No. 09-2025 with MAXVILLE MANOR, owner of the lands described as Con 17 IL, Part Lots 12 & 13; Plan 32 Blk I; Lot 4 & Part Lots 3, 5 & 6; in the now Township of NORTH GLENGARRY, County of GLENGARRY; Roll No. 0111 014 000 66000; PIN 67103-0377; also known as 80 Mechanic Street West, Maxville, ON; and

THAT By-law No. 09-2025 be read a first second and third time and enacted in open Council this 24th day of March 2025.

Carried

d. Public Works Department

Resolution No. 8

MOVED BY: Jacques Massie

SECONDED BY: Jeff Massie

THAT the Council of the Township of North Glengarry receives report PW-2025-01, Crack Sealing equipment rate for information purposes only;

AND THAT Council authorizes the rate of \$75 an hour for rental of crack sealing equipment and \$35 for a mandatory operator or a combined rate of \$110.

Carried

Resolution No. 9

MOVED BY: Jeff Manley

SECONDED BY: Michael Madden

THAT the Council of the Township of North Glengarry receives report PW-2025-02, Leased Wheel Loaders; and

THAT Council authorizes the buyout of the lease for one WL32/WO303 wheel loader from lease 64776;

AND THAT Council authorizes the Director of Public Works to retain one of the loaders for Township operations.

Carried

Resolution No. 10

MOVED BY: Michael Madden

SECONDED BY: Gary Martin

THAT the Council of the Township of North Glengarry receives report PW-2025-03 2025 Gravel Tender Award; and

THAT Council authorizes the award of the 2025 Gravel Tender to GIP Paving for \$384,540.00 + HST

Carried

Resolution No. 11

MOVED BY: Carma Williams

SECONDED BY: Jeff Manley

THAT the Council of the Township of North Glengarry receives report PW-2025-04 Cancellation of Alexandria EV Charger Project and Reallocation of Funds to Glengarry Sports Palace Parking Lot Refurbishment; and

THAT the Council of the Township of North Glengarry approves the cancellation of the previously approved Electric Vehicle (EV) Charger Project at the Alexandria Main Municipal Carpark and authorizes staff to formally notify the Ministry of Transportation regarding withdrawal from the EV ChargeON Program.

AND THAT Council approves the reallocation of municipal funds originally budgeted for this project to support the refurbishment and necessary improvements to the Glengarry Sports Palace parking lot as part of 2025's resurfacing projects.

Carried

Resolution No. 12

MOVED BY: Jeff Manley

SECONDED BY: Jacques Massie

THAT the Council of the Township of North Glengarry receives report PW-2025-05 Award of Centre Street Bridge Replacement Contract to Clearwater Structures Inc; and

THAT Council approves awarding Contract PW-1281 – Centre Street Bridge Replacement to Clearwater Structures Inc. as procurement by negotiation under Section 21(f) of the Township's Procurement Policy.

AND THAT Council Authorizes the Mayor and CAO to enter into an agreement for the construction of Centre Street Bridge with Clearwater Structures in the total amount of \$854,587.00 (+ HST)

Carried

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

9. NEW BUSINESS

10. NOTICE OF MOTION

Next Regular Meeting of Council

Monday April 14, 2025, at 6 pm. in the Council Chambers, 3720 County Road 34, Alexandria, Ontario

Note: Meeting are subject to change and cancellation

11. QUESTION PERIOD

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

12. CLOSED SESSION

13. CONFIRMATION BY-LAW

Resolution No. 13

Moved by: Gary Martin

Seconded by: Carma Williams

THAT the Council of the Township of North Glengarry adopts by-law 10-2024, being a by-law to adopt, confirm, and ratify the matters dealt with by Resolution; and

THAT by-law 10-2024 be read a first, second and third time and enacted in Open Council this 24th day of March 2025.

Carried

14. ADJOURMENT

Resolution No. 14

Moved by: Jacques Massie

Seconded by: Michael Madden

THERE being no further business to discuss, the meeting was adjourned at 8:39 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor



STAFF REPORT TO COUNCIL

Report No: AD-2025-01

March 24, 2025

From: Sarah Huskinson, Chief Administrative Officer

RE: Expansion of Strong Mayor Powers

Recommended Motion:

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2025-01 Expansion of Strong Mayor Powers for information purposes.

Background / Analysis:

On April 9th, the Provincial Government announced a proposed expansion of strong mayors powers to an additional 169 municipalities across Ontario effective May 1, 2025. Strong mayor powers were previously granted in 2022 and 2023 to 47 municipalities, generally based on larger areas and cities. The Township of North Glengarry was sent notification of the government's intention to expand strong mayor powers to our municipality.

Strong mayor powers grants heads of council the ability to:

- Choosing to appoint the municipality's Chief Administrative Officer.
- Hiring certain municipal department heads and establishing and re-organizing departments.
- Creating committees of council, assigning their functions and appointing the chairs and vice-chairs of committees of council.
- Proposing the municipal budget, which would be subject to council amendments and a separate head of council veto and council override process.
- Proposing certain municipal by-laws if the mayor is of the opinion that the proposed by-law could potentially advance a provincial priority identified in regulation. Council can pass these by-laws if more than one-third of all council members vote in favour.
- Vetoing certain by-laws if the head of council is of the opinion that all or part of the by-law could potentially interfere with a provincial priority.
- Bringing forward matters for council consideration if the head of council is of the opinion that considering the matter could potentially advance a provincial priority.

The purpose of the powers are to “support provincial priorities that will help our province and our communities grow. These priorities include supporting the construction of new homes, economic development and building infrastructure that supports community growth, including housing enabling infrastructure like water and wastewater infrastructure, as well as roads, highways, transit and more”.

The proposal for expansion of strong mayor powers is posted on the Ontario Regulatory Registry until April 16th and as mentioned, would be effective May 1st.

Alternatives:

N/A

Financial Implications:

None

Attachments & Relevant Legislation:

[Ontario Proposing to Expand Strong Mayor Powers to 169 Additional Municipalities | Ontario Newsroom](#)

Others Consulted:

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk



STAFF REPORT TO COUNCIL

Report No: CS-2025-06

April 14, 2025

From: Stephanie MacRae – Director of Community Services

RE: Maxville Sign

Recommended Motion:

THAT Council receives Staff Report CS-2025-06; and

THAT Council approves the addition of \$5,000 towards the purchase of the Maxville LED sign, in partnership with the Kenyon Agricultural Society and Maxville & District Lion's Club.

Background / Analysis:

In 2017, the Township of North Glengarry passed a motion for the Director of Community Services to contact the Kenyon Agricultural Society and any other interested parties surrounding a partnership for replacing the existing sign, located at the corner of Main Street and Fair Street in Maxville.

Since that time, the Community Services Department has had multiple meetings and correspondence with the Kenyon Agricultural Society and Maxville & District Lion's Club to coordinate the design and obtain quotes for a new LED sign. Of the quotes obtained, the partners have agreed upon a design from the supplier, Dave's Reliable Signs, which meets all of the desired elements sought for this sign, inclusive of a functional LED screen.

The sign would feature LED illuminated lettering for the "Maxville" text. The remainder of the sign would be a vinyl wrap, featuring a digital LED screen that can be programmed to display images and text on a rotating basis, as well as pre-scheduled to display content during specific timeframes.

During the 2025 Budget deliberations, the Township approved the carry-over of \$10,000.00 of unspent 2024 capital funding allocated for the sign project into 2025.

At this time, despite efforts to seek additional funds, the partners remain short a total of \$5,000.00 for the purchase of the sign.

Upon further consultation with the partners involved, it was agreed that the LED sign could be used as a revenue source for the Township of North Glengarry, with the ability to sell digital advertising space through the sign board. As such, should the Township of North Glengarry approve adding the additional funds towards this project, it is highly likely that the funds would be recuperated through future advertising revenue.

In addition, the Township of North Glengarry values projects which promote the visibility of our community assets to visitors and residents. The installation of the Fair Street sign will increase the visibility of events and activities to our area, which in turn will increase tourism and the corresponding economic benefits.

Alternatives:

Option 1 – Recommended – That Council approves this resolution

Or

Option 2 – Not recommended – That Council does not approve this resolution

Financial Implications:

As noted above, Council had previously approved \$10,000 in capital funding towards this initiative. If approved, the additional \$5,000.00 would be taken from the Maxville & District Sports Complex operating budget, to be offset by future revenue.

Attachments & Relevant Legislation:

Others Consulted:

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk



Attachment: Maxville Sign Design Proof

Report No: CS-2025-06

April 14, 2025

From: Stephanie MacRae – Director of Community Services

RE: Maxville Sign

Pictured below is a proof of the design of the Maxville Sign. As mentioned in CS-2025-06, the Maxville lettering would be illuminated, while the rest of the sign would be a flat vinyl graphic. The proof illustrates an example of potential advertising space on the LED board.





STAFF REPORT TO COUNCIL

Report No: TR-2025-07

April 14, 2025

From: Zoe Bougie – Director of Finance/Treasurer

RE: Tangible Capital Asset Policy Update

Recommended Motion:

THAT the Council of the Township of North Glengarry receives Staff Report No. TR-2025-07, Tangible Capital Asset Policy Update;

AND THAT Council repeals By-Law 09-2019 and adopt By-Law 11-2025, being a by-law to approve the revisions to the Tangible Capital Asset Policy;

AND THAT By-Law 11-2025 be read a first, second, and third time and enacted in Open Council this 14th day of April 2025.

Background / Analysis:

The purpose of the Tangible Capital Asset (TCA) Policy is to help guide staff in identifying which types of expenses are deemed capital and should therefore be capitalized and amortized. In 2019, the Township of North Glengarry implemented a Tangible Capital Asset (TCA) Policy. In 2022, the policy was updated to provide clarification.

The attached TCA Policy has been updated to reflect changes in both the capital threshold and the estimated useful lives of certain asset categories. These updates were necessary to align with current operational practices and improve the accuracy of financial reporting. The proposed revisions are in Appendix "A".

Alternatives:

N/A

Financial Implications:

There will be minimal impact to the Township's budget and financial statements as the funding model of capital expenditures will not change. Historically, many of these items have been

capitalized due to grouped expenses and the overall cost of a project. The existing TCA Policy allows for a standard for consistent amortization of the Township's assets.

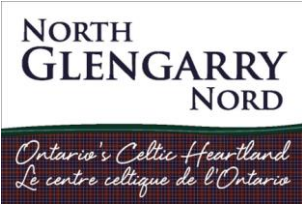
Attachments & Relevant Legislation:

Tangible Capital Asset Policy
By-Law 11-2025

Others Consulted:

Sarah Huskinson, CAO

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk

Township of North Glengarry Tangible Capital Asset Policy		
Policy Number:	A19-POLICY-1v.3	
Effective Date:	April 14, 2025	

Policy Title: **Tangible Capital Asset Policy**

Policy Number: **A19-POLICY-1v.3**

Policy Type: Council Policy
Policy Owner: Finance Department
Approval Authority: Council

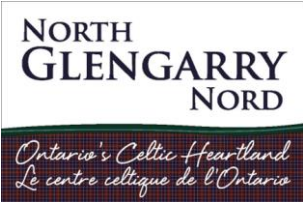
Administration			
Effective Date:	April 14, 2025	Last Review Date:	April 14, 2025
Related Policy(ies):	A19-POLICY-1v.1, A19-POLICY-1v.2		
Related By-Law(s):	09-2019, 11-2025		
Procedural Document:	N/A		

1. Policy Statement

The adoption of a Tangible Capital Asset Policy is a prudent business practice that will strengthen corporate decision making through improved capital asset management and will provide increased reporting transparency to Council and the public.

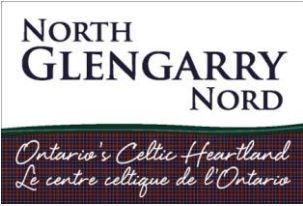
2. Purpose

The purpose of this policy is to ensure that tangible capital assets are recorded accurately and appropriately, and that their amortization is accounted for in a consistent manner. It aims to support the proper planning, acquisition, and financing of capital assets in a timely and appropriate way, while ensuring that disposals or write-downs are documented promptly. This policy provides a structural framework for the annual capital budget review and approval process and enhances organization management by promoting long-term planning, prioritization and effective control of capital expenditures.

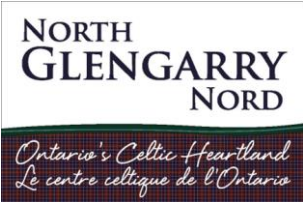
Township of North Glengarry Tangible Capital Asset Policy		
Policy Number:	A19-POLICY-1v.3	
Effective Date:	April 14, 2025	

3. Definitions

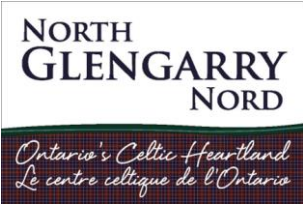
- i. **Asset:** an economic resource within the control of the Township resulting from past transactions or events and from which future economic benefits may be obtained.
- ii. **Asset Retirement Obligation:** a legal obligation to remove, dismantle or restore a tangible capital asset at the end of its useful life.
- iii. **Amortization:** is the reduction in the value of an asset due to usage, passage of time, wear and tear, technological outdateding or obsolescence, depletion or other such factors. Sometimes known as depreciation, it is the method of attributing the historical or purchase cost of an asset across its useful life, roughly corresponding to normal wear and tear.
- iv. **Betterment:** is an expenditure that improves a tangible capital asset beyond its original condition or extends the useful life, capacity or efficiency. These expenditures would be included in the tangible asset's cost.
- v. **Capital Lease:** is a lease, with contractual terms, that transfers substantially all the benefits and risks inherent in ownership of property to the Township. For substantially all the benefits and risks of ownership to be transferred, one or more of the following conditions must be met:
 - a. There is reasonable assurance that the Township will obtain ownership of the lease's property by the end of the lease term.
 - b. The lease term is of such duration that the Township will receive substantially all the economic benefits expected to be derived from the use of the leased property over its life span.
 - c. The lessor is assured of recovering the investment in the leased property and of earning a return on the investment because of the lease agreement.
- vi. **Capitalization Threshold:** is the value above which tangible capital assets are capitalized and reported in the financial statements.
- vii. **Component:** is a part of an asset with a cost that is significant in relation to the total cost of that asset.

Township of North Glengarry Tangible Capital Asset Policy		
Policy Number:	A19-POLICY-1v.3	
Effective Date:	April 14, 2025	

- viii. **Contributed (Donated) Asset:** is a tangible capital asset received at no or nominal cost. The cost of a contributed tangible capital asset is considered to be equal to its fair value at the date of contribution. If the determination of the fair value is not feasible, the asset should be recorded at the nominal amount of \$1.00.
- ix. **Constructed Asset:** is a tangible capital asset that was acquired, constructed or developed.
- x. **Equipment:** is defined as an apparatus, tool, device, machine, implement or instrument utilized to facilitate a process, function or completion of a task. Equipment also includes furniture and fixtures. It may be installed within a building but could be moved and reinstalled at a different location, if required.
- xi. **Fair Value:** is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction who are under no compulsion to act.
- xii. **Historical Cost:** is the gross amount of consideration originally given up to acquire, construct, develop or better a tangible capital asset, and includes all costs directly attributable to the asset's acquisition, construction, development or betterment, including installing the asset at the location and in the condition necessary for its intended use. Capital grants or any other consideration would not be netted against the cost of the related tangible capital asset.
- xiii. **Intangible Capital Asset:** is a non-financial asset that has no substance, such as copyrights, trademarks, patents and goodwill. Intangible capital assets are separate and distinct from tangible capital assets.
- xiv. **Land:** is defined as real property in the form of a plot, lot or area. Includes all expenditures made to acquire land and to ready it for use where the improvements are considered permanent in nature and includes purchase price, closing costs, grading, filling, draining and clearing, removal of old buildings (net of salvage), assumption of liens or mortgages, and any additional land improvements that have an indefinite life. Land is valued separately from buildings which may be erected upon it.

Township of North Glengarry Tangible Capital Asset Policy		
Policy Number:	A19-POLICY-1v.3	
Effective Date:	April 14, 2025	

- xv. **Land Improvements:** consist of betterments, site preparation and site improvements (other than buildings) that ready land for its intended use, and which generally decay or break down over time (i.e. have a defined useful life).
- xvi. **Linear Assets:** are assets generally constructed or arranged in a continuous and connected network. They are usually defined in terms of details such as length, unit of measure and geographic reference (start and end points).
- xvii. **Market Value:** is the estimated amount for which a property would be exchanged on the date of valuation between a willing buyer and a willing seller in an arm's length transaction wherein the parties acted knowledgeably, prudently and without compulsion. See also Fair Value.
- xviii. **Net Book Value:** is the cost of a tangible capital asset plus betterments, less accumulated amortization and the amount of any write-downs.
- xix. **Pooled Assets:** are a group of assets having a similar expected useful life, of a similar type and value. These assets may have a value below the materiality threshold when considered on an individual basis but collectively exceed the threshold level (i.e. computers, office furniture, library collections, etc.).
- xx. **Residual value:** is the estimated net realizable value of a tangible capital asset at the end of its useful life.
- xxi. **Responsible Department:** is the department that is responsible for an asset is the department that controls either:
 - a. the use of the asset in the delivery of internal services to other Township departments; or
 - b. the use of the asset in the delivery of Township services to external parties.
- xxii. **Service Potential:** is the tangible capital asset's output or service capacity, normally determined by reference to attributes such as physical output capacity, quality of output, associated operating costs and useful life.

Township of North Glengarry Tangible Capital Asset Policy		
Policy Number:	A19-POLICY-1v.3	
Effective Date:	April 14, 2025	

- xxiii. **Tangible Capital Assets** is the non-financial assets having physical substance that:
- are held for use in the production or supply of goods and services, for rental to others, for administrative purposes or for the development, construction, maintenance or repair of other tangible capital assets;
 - have useful economic lives extending beyond an accounting period;
 - are to be used on a continuing basis; and
 - are not for sale in the ordinary course of operations.
- xxiv. **Useful Life:** is the estimate of either the period over which the Township expects to use a tangible capital asset or the number of production or similar units that it can obtain from the tangible capital asset. The life of a tangible capital asset may extend beyond its useful life. The life of a tangible capital asset, other than land, is finite, and is normally the shortest of the physical, technological, commercial and legal life.
- xxv. **Write-down:** is the reduction in the cost of a tangible capital asset to reflect the decrease in the quality or quantity of its service potential due to a permanent impairment, and the Township still owns the asset written down. A write-down should not be confused with a "write off", which is treated as a disposal.

4. Procedures

4.1 Asset Definitions & Classification

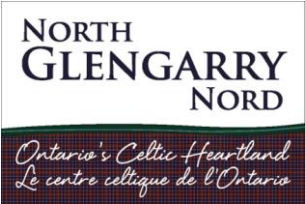
Capitalization

Tangible capital assets that have an acquisition value per individual item or unit that exceeds the capitalization thresholds by asset type will be capitalized. Thresholds and estimated useful life are noted in Appendix "A" of this policy.

Classification

Tangible capital assets will be classified in the following major categories:

- Land
- Land Improvements

Township of North Glengarry Tangible Capital Asset Policy		
Policy Number:	A19-POLICY-1v.3	
Effective Date:	April 14, 2025	

- Bridges
- Buildings
- Computer Hardware/Software
- Culverts
- Hydrants
- Machinery and Equipment
- Paths and Trails
- Pooled Assets
- Roads
- Sidewalks
- Street Lighting/Signal Lights
- Vehicles
- Water/Wastewater Infrastructure

The following assets will not be capitalized:

- land (or other assets) acquired by right, such as Crown lands, forests, water and mineral resources.
- works of art and historical treasures; and
- intangible assets such as patents, copyrights and trademarks.

Assets will be transferred to the applicable category once it goes into service. Amortization will also begin when the asset goes into services.

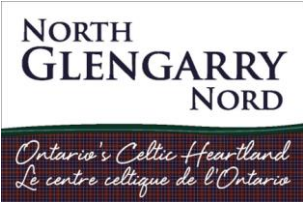
Capital Leases

The Township will account for a capital lease as an acquisition of a tangible capital asset and incurrence of a liability.

4.2 Recording Assets

When to Record Tangible Capital Assets

A physical asset will be recorded as a tangible capital asset in the Township financial statements as of the date it meets the definition of a tangible capital asset. Control of the asset's economic benefit or liability is a key concept in determining when to record a tangible capital asset for the Township.

Township of North Glengarry Tangible Capital Asset Policy		
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Betterments vs. Maintenance

Betterments which exceed the capitalization threshold of the applicable capital asset class will be included in the tangible capital asset's cost. Any other expenditure would be considered a repair or maintenance and expensed in the period.

Single Asset versus Asset Division into Components and/or Segments

Tangible capital assets may be accounted as a single asset or by components. A linear asset may also be accounted for by segments or a combination of segments and components. Whether the component and/or segment approach is to be used will be determined by the usefulness of the information versus the cost of collecting and maintaining information at the more detailed component or segment level.

Grouped/Pooled Assets

Assets that have an individual unit value less than the corresponding capitalization threshold (on their own) but have a material value as a group can be 'grouped' as a single asset with one combined value in the asset accounting records. The asset must be similar in nature and function (i.e. office desks) and have a useful life greater than one year. Grouped/pooled assets must be inventoried on an annual basis to confirm that amounts are correct, and dispositions/acquisitions have been noted

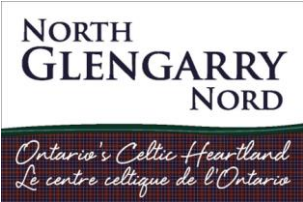
5. Asset Valuation

5.1 Definition of Cost

Tangible capital assets should be recorded at cost plus all ancillary charges necessary to place, prepare, and install the asset in its intended location and condition for use. Cost includes all non-refundable taxes and is net of any trade discounts or rebates. Capital grants or donations towards a purchase or construction or betterment of a tangible capital asset are not netted against the cost of the related tangible asset.

5.2 Donated or Contributed Assets

For donated or contributed assets that meet the criteria for recognition as tangible capital assets, cost is equal to the fair value at the date of donation or contribution. Fair value may be determined using market or appraisal values. If it is not practical to determine the fair market or appraised value, a reasonable

Township of North Glengarry Tangible Capital Asset Policy		
Policy Number:	A19-POLICY-1v.3	
Effective Date:	April 14, 2025	

estimated cost shall be used. Ancillary costs necessary to place, prepare, and install the donated asset in its intended location and condition for use should be capitalized.

6. Amortization Methods and Estimated Useful Life

6.1 Amortization

The cost, less any residual value, of a tangible capital asset with a limited life should be amortized over its useful life using the straight-line amortization method and will be calculated on a yearly basis. Land has an unlimited useful life and should not be amortized. No amortization should be recorded on tangible capital assets which have been removed from service but not yet physically disposed of either through sale, demolition/dismantling, trade-in or transfer.

6.2 Estimated Useful Life

An asset's useful life is based on the Township's planned use of that asset and experience with other similar assets

6.3 Residual Values

In most cases, the Township will hold a tangible capital asset for an extended period and as a result, the residual/salvage value will be immaterial for most asset classes. A residual value may be recorded for a tangible capital asset when the responsible department believes that the asset will have a significant value beyond its useful life to the Township.

7. Review and Write-Downs


7.1 Revising Amortization Methods and Estimated Useful Life

The estimated remaining useful life and residual value should be reviewed on a regular basis by the responsible department with assistance from the Director of Finance/Treasurer and revised when the appropriateness of a change can be clearly demonstrated.

The effect of a change in the estimated useful life of a tangible capital asset and its associated effect on amortization expense are allocated to the period of revision and applicable future periods.

7.2 Write-down for Impairment

A write-down for impairment of a tangible capital asset is required when either:

Township of North Glengarry Tangible Capital Asset Policy		
Policy Number:	A19-POLICY-1v.3	
Effective Date:	April 14, 2025	

- service potential is impaired (i.e. the asset no longer contributes to the Township's ability to deliver goods or services); or
- future economic benefits are impaired (i.e. the net book value of the tangible capital asset is more than the future economic benefits expected from its use and this excess is expected to be permanent).

Write-downs of tangible capital assets should be recorded as a current period expense in the period that the decrease can be measured and is expected to be permanent. Both conditions are required to write down the asset. Write-downs are permanent and cannot be reversed in subsequent periods even if circumstances change.

8. Maintaining Records

The responsible department will notify the Director of Finance/Treasurer of the related asset description, details of the asset, and the date in use when tangible capital assets are purchased, acquired, developed, improved, constructed, or donated.

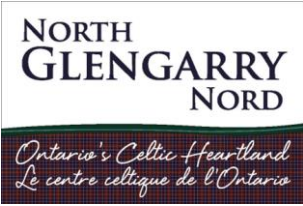
The Director of Finance/Treasurer is responsible for ensuring the accounting records are adjusted based on the information provided by the responsible department.

The responsible department will periodically review the accounting records to ensure that they are current, accurate, and complete. The Director of Finance/Treasurer is responsible to ensure that periodic asset inventories are performed and documented.

9. Asset Disposal

When tangible capital assets are taken out of service, destroyed, replaced due to obsolescence, scrapped, abandoned, dismantled or otherwise written off, the responsible department will notify the Director of Finance/Treasurer of the related asset description, details of the asset disposal (i.e. proceeds on sale or transfer or trade-in), and the effective date of the change in the use of the asset. Any gain or loss on the disposal will be recorded as a revenue or expense, respectively, in the period of the disposal.

10. Financial Reporting and Budgeting

Township of North Glengarry Tangible Capital Asset Policy		
Policy Number:	A19-POLICY-1v.3	
Effective Date:	April 14, 2025	

10.1 Amortization

Amortization is accounted for as an expense in the statement of operations and reported on other financial schedules. All assets acquired during the current year shall be amortized for a six-month period initially and then on an annual basis.

10.2 Disclosure Required

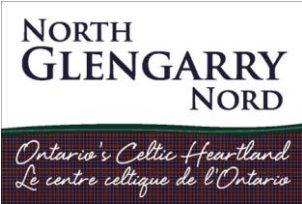
In total and for each major category of capital assets, the Township will disclose the following in the annual financial statements:

- a. Cost at the beginning and end of the period;
- b. Additions in the period;
- c. Disposals in the period;
- d. The amount of any write-downs in the period;
- e. The amount of amortization for the period;
- f. Accumulated amortization at the beginning and end of the period;
- g. Net carrying amount at the beginning and end of the period.

10.3 Budgeting and Approvals

Expenditures for tangible capital assets will be included in the Township's budget process and approved by Council.

A recommendation to change the funding, or substantially change the scope or expected outcome of an approved capital project (with or without a financial impact) must be reviewed and approved in advance by Council.

Township of North Glengarry Tangible Capital Asset Policy		
Policy Number:	A19-POLICY-1v.3	
Effective Date:	April 14, 2025	

Appendix “A”

Capital Threshold and Useful Life

Asset Type	Capital Threshold (Dollars)	Useful Life (Years)
All land	None	Indefinite
Land improvements (parking lots, sprinkler systems, retaining walls, fencing, etc.)	10,000	10-25
Bridges*	10,000	40-100
Buildings	10,000	40
Computer Hardware/Software*	5,000	5-10
Culverts	10,000	35
Hydrants	5,000	50
Machinery and Equipment*	5,000	5-20
Paths and Trails	25,000	10
Pooled Assets*	5,000	5-20
Roads (includes base, surface, etc.)*	10,000	5-40
Sidewalks/Curbs	10,000	50
Street Lighting/Signal Lights	10,000	15
Vehicles*	10,000	10-25
Water/Wastewater Infrastructure*	20,000	40-100

*Due to the variety of assets within these categories, the useful life will be provided by the Director of Finance/Treasurer or the Director of Public Works based on the specifications of the tangible asset being capitalized.

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BYLAW NO. 11-2025

BEING a by-law to approve the Tangible Capital Asset Policy for the Township of North Glengarry.

WHEREAS the Council of The Corporation of the Township of North Glengarry deems it important to revise the current Tangible Capital Asset Policy;

AND WHEREAS the Municipal Act, 2001. c. 25, s 5(1) provides that the powers of a municipality shall be exercised by its council;

AND WHEREAS the Municipal Act, 2001 c. 25, s 5 (3) that municipal power, including a municipality's capacity, rights, powers and privileges shall be exercised by by-law;

AND WHEREAS the Public Sector Accounting Board (PSAB) has approved the reporting of all tangible capital assets for municipalities;

AND WHEREAS Council is required to pass a policy to deal with the treatment for tangible capital assets;

AND WHEREAS the Canadian Institute of Chartered Accountants (CICA) has developed guidelines to assist municipalities in the creation of a policy;

AND WHEREAS this policy prescribes the accounting and financial reporting treatment of tangible capital assets for all departments of the Township of North Glengarry;

NOW THEREFORE BE IT ENACTED BY THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY AS FOLLOWS:

- 1. **THAT:** The revised Tangible Capital Asset Policy attached to and forming part of this by-law be approved;
- 2. **THAT** by-law No. 09-2019 be and is hereby repealed;
- 3. **THAT** this by-law shall come into force and effect on the date of its final passage.

READ a first, second, third time and enacted in Open council this 14th day of April 2025

CAO/Clerk/Deputy Clerk

Mayor

I hereby certify this to be a true copy of By-law 11-2025, and that such by-law is in full force and effect.

Date Certified

Clerk/Deputy Clerk



STAFF REPORT TO COUNCIL

Report No: PW-2025-06

April 14, 2025

From: Timothy Wright, Director of Public Works

RE: Award of 2025 Sidewalk Rehabilitation Program

Recommended Motion:

THAT Council receives report PW-2025-06;

AND THAT Council authorizes the award of the 2025 sidewalk work to Malyon Construction as procurement by negotiation under Section 21(f) of the Township's Procurement Policy.

Background / Analysis:

In 2024, Malyon Construction successfully completed sidewalk rehabilitation work for the Township of North Glengarry to an excellent standard. Completing four sections of sidewalk and installing tactile indicator warning strips at intersections. Their work demonstrated high-quality craftsmanship, adherence to project timelines, and compliance with specifications. Additionally, Malyon has agreed to hold their rates for 2025 at a level below the 2024 bidders, ensuring cost efficiency for the Township.

The Township's annual sidewalk renewal program allocates approximately \$150,000 per year for rehabilitation projects. Based on previous years' rates and projected increases, the financial implications align with the Township's budget forecasts.

2025 work

The sidewalk work is done every year based on the condition assessment of the year before and is essential to bringing up the standards of the Townships sidewalks to a basic level of utility for the community. In 2025 the plan is to rehabilitate the sidewalks on main St that are not within SDG Counties Main Street project area.

Malyon has agreed to complete the work for 2025 if they can bring their unit rate up to \$159 which is just below that of the next lowest bidder in the 2024 tender.

2024 Sidewalk Tender Results				
Company Name	per m2	Total	TWSI	Provisional per m2
Malyon	\$124.00	\$82,832.00	\$195.00	\$144.00
Timpson Paving & Concrete Inc	\$160.00	\$106,880.00	\$300.00	\$160.00
Excel Forming Inc	\$162.08	\$108,269.44	\$350.00	\$149.02
Le Parisien Construction Ltd	\$178.00	\$118,904.00	\$175.00	\$178.00
Strada Construction Group	\$183.00	\$122,244.00	\$550.00	\$125.00
dsq Construction	\$197.00	\$131,596.00	\$650.00	\$170.00
Torus Construction Corp	\$239.00	\$159,652.00	\$460.00	\$239.00
Gaucher Excavation Ltd	\$309.83	\$206,966.44	\$400.00	\$329.17

Considering the current environment, the excellent work done by the installation crew in 2024 and the good working relationship that we now have with the contractor we are recommending continuing the working relationship for 2025 considering that \$159 per square meter is still under the average rate for the area.

Alternatives:

Retender the sidewalk program for 2025

Financial Implications:

N/A

Attachments & Relevant Legislation:

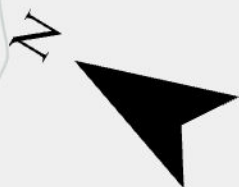
Roads
OPSS.PROV 127 – 2024

Others Consulted:

- Michel Currier – Manager of Transportation

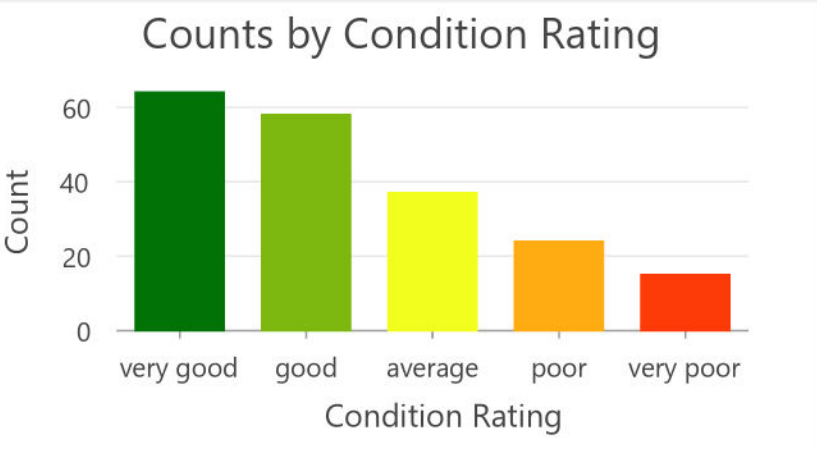
Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk

Sidewalk Condition Ratings (2024 Data)



NG_Sidewalk
Condition Rating

- very good
- good
- average
- poor
- very poor
- <all other values>





STAFF REPORT TO COUNCIL

Report No: PW-2025-07

April 14, 2025

From: Timothy Wright, Director of Public Works

RE: Management Review Report for the North Glengarry Drinking Water System

Recommended Motion:

THAT Council receives report PW-2025-07 for information purposes only;

Background / Analysis:

This report provides an update on the management review of the North Glengarry Drinking Water System (DWS) as required by the Township's Drinking Water Quality Management System (DWQMS). The review evaluates regulatory compliance, system performance, operational challenges, and opportunities for improvement across Alexandria (ALX), Maxville (MAX), and Glen Robertson (GLN) systems.

Regulatory Compliance and Adverse Water Quality Incidents

The Alexandria DWS experienced two Adverse Water Quality Incidents (AWQI) in late 2023 and early 2024. These included a low chlorine residual incident and a sample mislabeling issue, both resolved promptly through corrective actions. Additionally, three preventative boil water advisories were issued during watermain replacements on Dominion Street South in May and June 2024. Ministry of Environment, Conservation and Parks (MECP) inspections identified two non-compliance issues related to chlorine residuals and disinfection procedures during watermain replacement projects. Glen Robertson DWS reported no incidents of non-compliance or adverse water quality events during the review period.

External Inspections and Audits

MECP inspections conducted in August 2024 revealed minor issues for Alexandria DWS, including documentation gaps and training deficiencies. Glen Robertson DWS received a perfect inspection rating with no non-compliance issues. Internal audits identified minor non-conformances, such as outdated emergency contact lists and operator station documentation, which were resolved prior to final meetings.

Water Quality and Quantity Trends

For Alexandria DWS, raw water trends showed slight increases in temperature, alkalinity, pH, and turbidity due to seasonal variations. Treated water mirrored these trends but remained within compliance limits. Chemical consumption increased slightly for coagulants and polymers. Glen Robertson DWS observed minor decreases in UV transmittance (UVT) and increases in turbidity, but all values remained within operational norms. Water loss was estimated at 10.1% for Glen Robertson, while Alexandria reported higher losses at 44%, requiring further investigation.

Critical Control Points (CCP) and Equipment Issues

Alexandria DWS faced several critical control point challenges, including coagulant tank cleaning delays, sample line leaks, generator repairs, and SCADA system freezing. While most issues were resolved promptly, unresolved concerns such as low lift pump flow irregularities persist. Glen Robertson DWS reported near-miss incidents related to secondary disinfection equipment but resolved them efficiently.

Infrastructure Maintenance Review

Infrastructure maintenance schedules are up to date with improved task completion timelines. However, gaps remain in logging information consistently into electronic systems like e-log and eRIS. Equipment deficiencies require follow-up actions to ensure long-term reliability.

Consumer Feedback

Public access to case reporting has improved transparency. Most cases are resolved within one month of reporting, with service requests dominating consumer feedback categories.

Recommendations for Improvement

- Enhance water audit processes to address high water loss percentages in Alexandria and Maxville systems.
- Update financial plans to support long-term sustainability goals while reviewing billing structures for potential improvements.
- Strengthen communication between management and operational staff to address minor documentation gaps within QMS processes.
- Incorporate MECP's Potential Hazardous Events list into risk assessments while considering cybersecurity measures for future reviews.

Conclusion

The North Glengarry Drinking Water System remains compliant with regulatory requirements despite minor areas requiring improvement. Continued focus on infrastructure maintenance, operational efficiency, financial planning, and risk management will ensure the system's sustainability for years to come.

Alternatives:

N/A

Financial Implications:

N/A

Attachments & Relevant Legislation:**Acts**

- Safe Drinking Water Act, 2002
- Clean Water Act, 2006
- Ontario Water Resources Act
- Environmental Protection Act
- Health Promotion and Protection Act

Regulations

- O. Reg. 169/03: Ontario Drinking Water Quality Standards
- O. Reg. 170/03: Drinking Water Systems
- O. Reg. 319/08: Small Drinking Water Systems
- O. Reg. 242/05: Compliance and Enforcement
- O. Reg. 248/03: Drinking Water Testing Services
- O. Reg. 128/04: Certification of Drinking-Water System Operators and Analysts
- O. Reg. 188/07: Licensing of Municipal Drinking Water Systems

Others Consulted:

- Dean McDonald – Environmental Manager
- Angela Cullen – Waterworks Compliance Officer

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk



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Incidents of Regulatory Non-Compliance & Adverse Testing Results

Alexandria & Maxville

- **2 AWQI**
 - distribution Low Cl₂ residual
 - adverse sample results
- **3 Preventative BWA**
 - Dominion St S watermain replacement
- **2 Non-Compliance**
 - Distribution low Cl₂ Residual
 - Failure to disinfect as per MECP procedure

Glen Robertson

- **No incidents of non-compliance**

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External Inspections for Compliance and Conformance (DWQMS)

Alexandria DWS

- Aug 21, 2024
- Draft Report (Nov)
 - 2 BMP Identified
 - DWSPi update
 - Form 2
- 2 Non-Compliance events
 - discussed previously

Compliance: MECP

Glen Robertson DWS

- Aug 21, 2024
- Final Report
 - 100% risk ranking
 - No non-compliance or SMP identified

Compliance: MECP

All DW Systems

- Oct 30, 2024
- 2 Mn Non-Conformance
 - operators' information station currency
 - emergency contact list currency
- 5 OFIs
 - QMS policy communication
 - Bylaws currency
 - Communication to council for more impact
 - Asset management link to QMS for continuity
 - Inclusion of OFI in review

Conformance: Ewen MacDonald

All DW Systems

- Nov 4, 2024
- 1 OFI
 - Reference to MECP potential hazardous events in QMS risk assessment procedure (36mth)

Conformance: SAI Global

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Alx DWS: Raw Water Supply and Water Quality Trends



Source/Raw Water Quality

Observed Trending

- No major quality changes noted through operational parameter testing or monitoring
 - minor increase noted in annual average temperature, alkalinity, pH and colour
 - minor fluctuations may have seasonal treatment process impacts
 - No concern for meeting or exceeding compliance requirements

Chemical Consumption

- Coagulant and Polymer dosage slightly increased from previous year
- No Potassium Permanganate usage



Source/Raw Water Quantity

Water Taking

- Minor increase in taking from previous year
 - well within compliance limits
 - process water accounts for 11% usage
- No intake shortfalls to note
 - Minor LLP issues TBD

Report Period	Total	Annual Average m ³	Daily Average	Rated Capacity %
(Nov-Nov)				
2023-2024	704,283	58,690	1,924	34.3
2022-2023	683,337	56,945	1,872	33.3
2021-2022	775,206	64,601	2,122	37.8
2020-2021	621,952	51,829	1,704	30.3
2019-2020	683,823	56,985	1,868	33.3

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Alx DWS: Treated Water Supply and Water Quality Trends



Treated Water Quality

Observed Trending

- No major quality changes noted through operational parameter testing or monitoring
- minor increase noted in treated water annual average temperature, pH, turbidity, and alkalinity
- minor fluctuations in-line with seasonal trending
- No concern for meeting or exceeding compliance requirements
- No major trending abnormalities in distribution monitoring

Chemical Consumption

- Chlorine dosage slightly increased from previous year
- Corrosion control chemical is similar to previous year



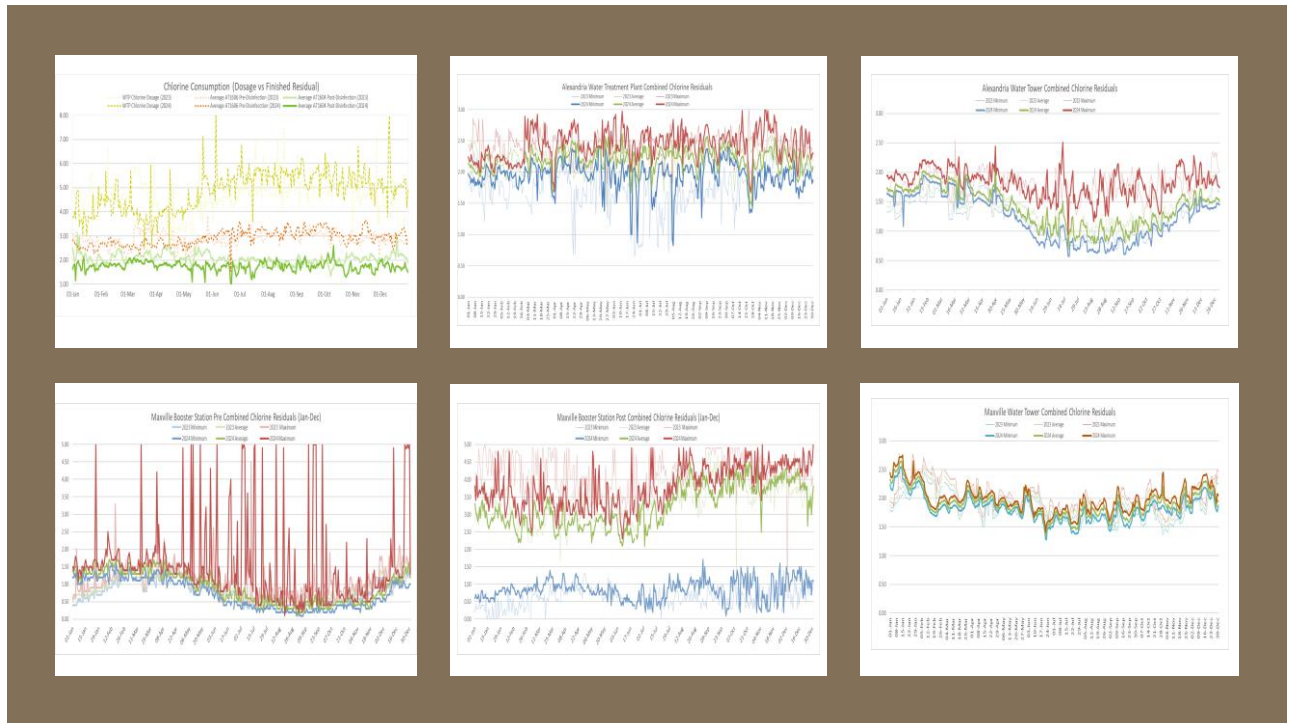
Treated Water Quantity

Water Production

- Minor-Moderate process issues causing minimal WTP production disruptions
- Minimal increase in production from previous year
- well within compliance limits

Report Period	Total	Annual Average m ³	Daily Average	Rated Capacity %
(Nov-Nov)				
2023-2024	627,485	52,290	1,714	21.4
2022-2023	615,987	51,332	1,688	21.1
2021-2022	706,089	58,841	1,933	24.1
2020-2021	579,043	48,254	1,586	19.8
2019-2020	615,131	51,261	1,680	21.0

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Water Loss

- At end of November 2024 water loss was estimated to be at 49%, which is decreased from annual average (2024: 53%)

- Watermain Break: 6
- Service Breaks: 2

Water Audit

- External completed in 2022
- Included distribution step testing
- Final report indicated 55.7% loss
- 2023 not completed
 - information request to billing was not possible as per clerk
 - suggested to send request in February (2025)
- 2024 Water Audit was completed
 - minor information gaps

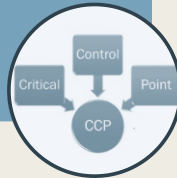


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Alx DWS CCP and Equipment Defects

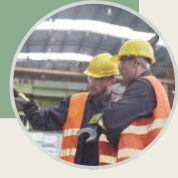
- Coagulant Dosing
 - Chemical Tank Issue
 - Improper Dosage
 - Dosage Loss
- Primary Disinfection and Monitoring
 - Dosage Loss
 - Dosing Equipment Failure
- Near-Miss Incidents
 - Residual Boosting Equipment Issues
- No Issues in Processes
 - Polymer Dosing
 - Primary Disinfection Dosing Monitoring
 - Distribution Residual Monitoring

CCP Issues



- Unresolved Issues:
 - LLP
 - SCADA
- Resolved Issues:
 - HLP1610
 - V1320
 - Sample Line Leak
 - Alx Generator Screen
 - Max Tower Generator Communication
 - Bst Stn Hydro Meter
 - Coagulant Tank cleaning

Equipment Issues



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GIn DWS: Raw Water Supply and Water Quality Trends



Source/Raw Water Quality-Quantity

Observed Trending

- No major quality changes noted through operational parameter testing or monitoring
- minor decrease note in UVT
- minor increase in average turbidity from May-Nov
- No concern for meeting or exceeding compliance requirements

Water Taking

- No Intake shortfalls noted
- Minor decrease in water taking form previous year

Report Period	Total	Annual Average	Rated Capacity
(Nov-Nov)		m ³	%
2023-2024	8,825	24.1	10.8
2022-2023	9,048	24.8	11.1
2021-2022	9,831	26.9	12.0
2020-2021	9,158	25.1	11.2
2019-2020	7,962	21.7	9.7



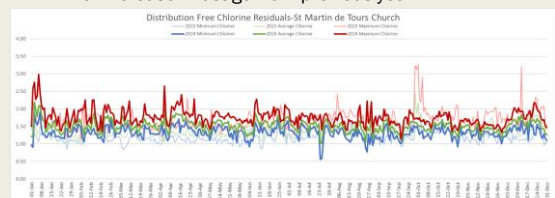
Treated Water Quantity

Observed Trending

- No major quality changes noted through operational parameter testing or monitoring
- Minor increase in turbidity in May then again mid-Dec
- pH noted to be slightly lower than normal
- Distribution monitoring within normal ranges at monitoring points

Chemical Usage

- Minor increase in usage from previous year

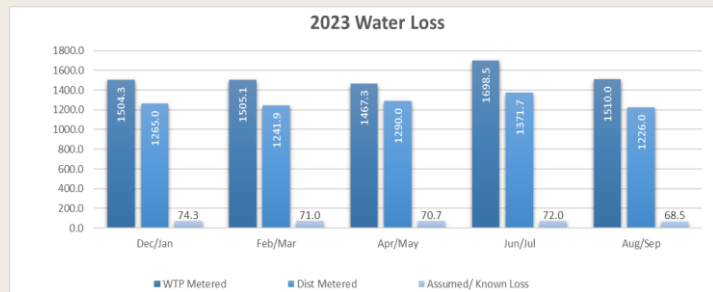
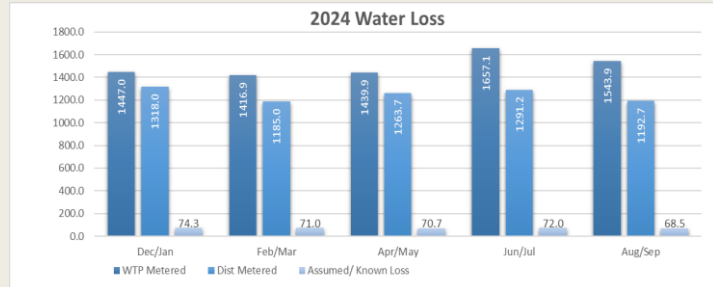


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Water Loss

- Loss estimated 10.1% (period avg)
 - in general, 10-20% loss is normal within the industry,
 - no actions required in regard to water loss at this point
 - System is too small to complete system wide audit
 - No construction during this period

2024	WTP (metered)	Dist. (metered)	Tracked Usage	Difference	% Water Loss
Jan/Dec	1447.0	1318.0	75.7	53.3	3.7
Feb/Mar	1416.9	1185.0	71.5	160.4	11.3
Apr/May	1439.9	1263.7	75.8	100.4	7.0
Jun/Jul	1657.1	1291.2	80.5	285.4	17.2
Aug/Sep	1543.9	1192.7	100.4	250.8	16.2



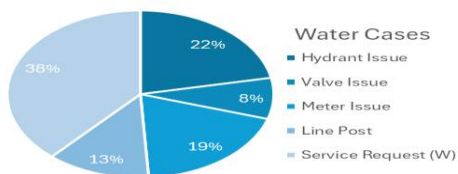
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Case Count by Category

TOTAL CASES	148	(%)
Hydrant Issues (Damage-Low Flow-Winterize Request)	33	22
Valve Issues (Damage-Access)	12	8
Meter Issues (Billing Issue-Damage-Replacement)	29	19
Line Post Issue (Adjustment-Access-Damage-Locate)	19	13
Service Request (Consumption Issue-Close/Open-Resident Complaint-Reported Damage)	58	38

Case Count by Location

TOTAL	148	(%)
ALX	130	88
MAX	13	9
GLN	5	3



Consumer Feedback

- Access is now available to public for case creation
- Follow-up on reported issues is good
 - Cases closed within 1 month of report
 - Roch is continuing to monitoring and assigning all cases
 - majority of cases are in Alexandria
 - majority of cases are related to service requests

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Internal Review Results



Infrastructure Maintenance, Rehabilitation and Renewal Review

- Conclusion
- Scheduled and forms are current, all equipment is accounted for and timelines for task completion have improved
- Outstanding/Open Issues
- Consistency with logging information through e-log/eRIS
- Equipment deficiency follow-up
- SOP creation and delegation to incorporate operational staff

Provision of Infrastructure Review

- Conclusion
- No shortfalls, capacity issues or major changes to note in DWS
- No major growth or expansion planned in next year
- Budget includes planning, refurbishments and repairs elements
- Auditing
- Internal (sole source)
- External Auditing
- New contract (3yrs)
- Reaccreditation Audit

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SEVERE THUNDERSTORM WATCH
POTENTIALLY FOR SEVERE WEATHER TO HAPPEN. STAY ALERT!

SEVERE THUNDERSTORM WARNING
SEVERE WEATHER IS HAPPENING IN YOUR AREA. IT'S TIME TO ACT.

Incoming Call...

INCIDENT

- June 15th at 22:15, On-Call Operator receives call from alarm central for multiple alarms at 22 Gensh St West
 - Pump Fail, AC Power Fail, Low Level Basin, PLC Hardware Fail, General Supervisory, Gas Leak, etc.
 - A sever but short-lived thunderstorm just occurred in area but is now dissipating.
- Operator tried to log onto LogMeIn system, but ALXSCD node is displayed as offline and not responsive when selected
- Operator raises 15mins to arrive at WTP to respond to alarm. Upon arrival he finds the following
 - Utility power is on
 - SCADA computer screens are active, but all numbers are replaced with ###.
 - No pumps are in service
 - HLP, LLP, BWP
 - Chemical Pumps (P610, P710, P1310, P1710)
 - Oxidant (P1010)
 - Filter 1 drain valve is open, but all other valves closed, 3 other filters appear to be operating normally.

Occurred on
27-Feb-2024

- Generated good operator discussion
- Step by Step Operator Response
- Very helpful to newer employees for system understanding

Noted Issues

- Identified shortfalls for SOP
- communication/coordination for WTP operation
- understanding priority tasks

Next Planned
Training

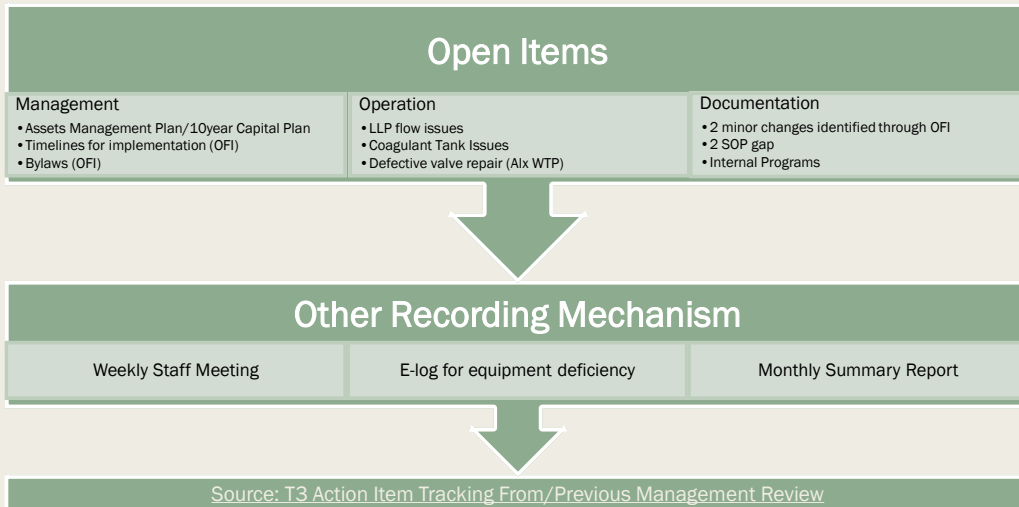
- March 2025
- Topic to be determined

Emergency Response Testing

Alx WTP SCADA Failure

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Action Items-All Systems



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Risk Assessment Effectiveness

ALX DWS

Annual Tabletop Review

Completed September 2024

no risk issues noted

no water quality or quantity issues

36-month Risk Assessment

Completed November 2022

no new CCP identified

Next review 2025

review process and CCP

GLN DWS

Annual Tabletop Review

completed September 2024

no risk issues noted

no water quality or quantity issues

updated required for OM (OFI)

36-month Risk Assessment

Completed March 2022

no new CCP identified

Next review 2025

review process and CPP
to include Potential Hazardous Event listing
To include Cyber Security

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Changes that Affect System

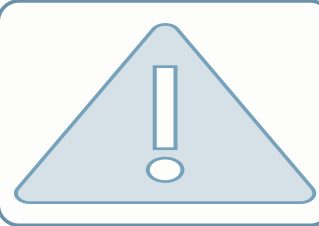

Internal	Regulatory	Suppliers
<ul style="list-style-type: none"> • Facility (RaRE) 	<ul style="list-style-type: none"> • Gln PTTW <ul style="list-style-type: none"> • Expired March 2025 • Application submitted December 2024 (+90day) • Alx & Gln MDLW Renewal <ul style="list-style-type: none"> • Expires Mar 2026 • Application due in Sep 2025 • Operator Certification 	<ul style="list-style-type: none"> • To ensure contact information up to date

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OPERATIONAL PLAN

- Operational manual revision 8 released November 24, 2022
 - Plan still meets requirements and is applicable to systems included
 - Minor changed to Appendices but not to Operational Plan
 - *No significant changes to critical components*
 - *To be completed internally*



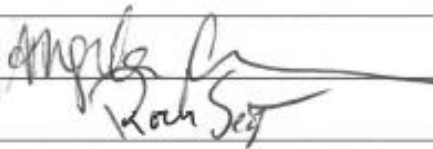
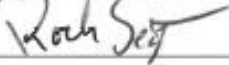
18

		<h2>Conclusion & Comments</h2>
<h3>QMS System</h3> <ul style="list-style-type: none"> • System is in place • Due to staffing issues caused delay on timelines for review • Review timing not as impactful for pre-budget season • Slowly improving on planning • Minor concerns around internal communication 	<h3>WTP/DIS,</h3> <ul style="list-style-type: none"> • Basic system in place • CCP identified and sufficient • Impactful reviews to be completed in 2025 • Monitoring is sufficient to show potential issues. • Minor deficiencies noted, to ensure follow-up completed. 	

Document Title: QMS Management Review		QMS Form Number: QMS SYS-F12
		Revision Number: v5
Authorized By: Angela Cullen	Issue Date: 30-Aug-2010	Revision Date: 23-Oct-2023

QMS Management Review

A copy of this checklist, once completed, is to be forwarded to the Owner, along with Action Item forms (QMS SYS-F8).

Date of Review	Friday March 21, 2025	
Review Cycle	November 2023-November 2024	
Drinking Water Systems Included	<input checked="" type="checkbox"/> Alexandria DWS	<input checked="" type="checkbox"/> Glen Robertson DWS
Name	Signature	
Sarah Huskinson		
Tim Wright		
Dean McDonald		
Angela Cullen		
Roch Seguin		


Conclusions and Recommendations *(key messages about how the QMS is working)*

QMS SYS


- Timelines for review periods are outside of targeted deadlines
 - due to key staff availability at set time and lack of management engagement
 - minor disconnection with communication between management and operational staff
- Treatment/Distribution
 - Systems in place and operational
 - Key reviews for staff to help incorporate impact of QMS/Risks
 - minor documentation gaps identified
- Overall system is in place and operational, areas for improvement include on up follow-up on open items, overall communication and potential to improve financial planning

Action Items *(complete a QMS SYS-F8 form for each)*


- Water Audit Data Collection
 - Internal water usage (roads & fire department usage)
 - billing information
 - Maxville water services (not registered)
- Alx Water Supply and Treatment studies to ensure long term sustainability
- Water Financing
 - Update financial plan for the renewal process
 - Looking into billing current billing structure


	<i>The Township of North Glengarry</i> Drinking Water Quality Management System
Document Title: QMS Management Review Checklist	QMS Form Number: QMS SYS-F12


Discussion Item	Notes, Comments
a. Incidents of regulatory non-compliance and adverse water tests	<p>Alx DWS</p> <ul style="list-style-type: none"> • 2 AWQI <ul style="list-style-type: none"> ▪ (164250) Dec 2023: Low Combined Cl₂ (non-report) <ul style="list-style-type: none"> – corrected through sampling – not reported as per O. Reg 170/03 ▪ (164433) Jan 2024: Adverse Treated Sample Results <ul style="list-style-type: none"> – found to be mislabelling of samples (raw/treated) – corrected through sampling • 3 Preventative BWA <ul style="list-style-type: none"> ▪ due to Dominion St South watermain replacement <ul style="list-style-type: none"> – May 2024-Dominion St: Gernish St to Derby St – Jun 2024: Dominion St: Derby St – Jun 2024: Dominion St: Derby St to Peel & Peel to Lochiel ▪ temporary overland servicing ▪ closed through sampling • 2 Non-Compliance (MECP Inspection) <ul style="list-style-type: none"> ▪ Low Cl₂ AWQI <ul style="list-style-type: none"> – update F38 as per MECP requirement – follow-up training as per MECP requirement ▪ Failure to disinfect as per MECP Procedure (Dominion St South) <ul style="list-style-type: none"> – follow-up training as per MECP requirement – review internal documentation and SOP <p>GLN DWS</p> <ul style="list-style-type: none"> • No incidents of non-compliance
b. External inspection and third-party audit results	<p>Regulatory Compliance Inspection: MECP</p> <ul style="list-style-type: none"> • <u>ALX DWS</u> <ul style="list-style-type: none"> ▪ On-site inspection: August 21, 2024 ▪ No draft or final report to date, (final received Dec 2024) <ul style="list-style-type: none"> – DWSPI update (Dean contact) – Identified missing Form 2 <ul style="list-style-type: none"> • covered through repair and maintenance exemption – issues around chlorine testing during watermain installation and flushing were identified – issues with AWQI 164250 and training • <u>GLN DWS</u> <ul style="list-style-type: none"> ▪ On-site inspection: August 21, 2024 <ul style="list-style-type: none"> – DWSPI update (Dean contact) ▪ No Non-Compliance Issues or Best Management Practices identified <p>Final Inspection Rating: 100%</p> <p>QMS Internal Conformance Audit: Ewen MacDonald</p> <ul style="list-style-type: none"> • <u>ALX & GLN DWS</u> <ul style="list-style-type: none"> ▪ On-site Audit: October 30, 2024 ▪ 2 Minor Non-Conformance <ul style="list-style-type: none"> – QMS Operators Station not up to date – Emergency Contact List not up to date <p style="text-align: right;">→ Both items have been resolved, prior to final closing meeting</p>


	<p style="text-align: right;"><i>The Township of North Glengarry</i></p> <p style="text-align: center;">Drinking Water Quality Management System</p>
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<p>b. External inspection and third-party audit results</p>	<ul style="list-style-type: none"> ▪ 5 OFI <ul style="list-style-type: none"> – QMS Policy should have higher significance on TWP Water/Sewer webpage – Copies of bylaws in appendices should be certified true copies – Appose to summary of reviews in council meetings, possibly holding separate presentation to council – Ensure asset management consultants reference applicable elements within QMS plan for continuity – Include OFIs in management review power point <p>QMS External Conformance Audit: SAI Global</p> <ul style="list-style-type: none"> • <u>ALX & GLN DWS</u> <ul style="list-style-type: none"> ▪ Off-site Surveillance Audit: November 4, 2024 ▪ 0 Non-Conformance ▪ 1 OFI & 1 Comment <p>OFI: consider referencing the MECP's Potential Hazardous Events for Municipal Residential Drinking Water System to consider in the DWQMS Risk Assessment, April 2022 within the risk assessment procedure [<i>Comment: consider including details on the 36mth cycle to Glen Robertson risk assessment outcomes table</i>]</p> <p>-some items identified through auditing are not as impactful and deemed to not go forward with actions due to limited overall impact</p>
<p>c. Raw water supply, treated water quality trends and operational performance</p>	<p>ALX DWS</p> <ul style="list-style-type: none"> • <u>Source/Raw Water Quality</u> <ul style="list-style-type: none"> ▪ No major changes to quality to as noted through operational testing <ul style="list-style-type: none"> – turbidity trends following seasonal increases (turn over) <ul style="list-style-type: none"> → noted increases May/Jun but returned to normal observed range mid-Jun ▪ Minor fluctuations noted which may have minor seasonal impacts to processes, but all values found to be well within normal trending and compliance limit <ul style="list-style-type: none"> – minor increase in annual average temperature <ul style="list-style-type: none"> → consistent gradual increase since 2019 → 2024 earlier warming noted – minor increase in annual alkalinity <ul style="list-style-type: none"> → consistent gradual increase since 2021 → elevated results from May-Oct (deviation from normal trending) – minor increase in annual average pH – minor increase in annual average colour <ul style="list-style-type: none"> → levels more consistent after Jul • <u>Chemical Consumption</u> <ul style="list-style-type: none"> ▪ slight increase in coagulant and polymer consumption/dosage ▪ no potassium permanganate usage <ul style="list-style-type: none"> – raw manganese levels monitored <ul style="list-style-type: none"> → never consistently elevated → treated levels always below aesthetic guideline • <u>Source/Raw Water Quantity</u> <ul style="list-style-type: none"> ▪ No water shortfalls noted during this period <ul style="list-style-type: none"> – LLP flow issues to be resolved

<p>c. Raw water supply, treated water quality trends and operational performance</p>	<ul style="list-style-type: none"> → flow sufficient to maintain only process no additional process (backwash) → plan to inspect piping once water temperature increases ▪ Water Taking: slight increase from previous period <ul style="list-style-type: none"> – process water increased by 2% from previous year → only accounts for 11% of raw water total <ul style="list-style-type: none"> – Discussion around future water source study to ensure long-term viability due to potential future growth through infrastructure development – Discussions at consultant levels have already started – Discussed issues around previous work plan to clean area around intake <p>• <u>Treated Water Quality</u></p> <ul style="list-style-type: none"> ▪ No major changes to quality to as noted through operational testing <ul style="list-style-type: none"> – turbidity trends following seasonal trends <ul style="list-style-type: none"> → noted increase of filter influent turbidity starting in Sept, filter effluent not impacted → noted discrepancies between handheld and on-line monitoring ▪ Minor fluctuations noted, which coincide with seasonal changes and annual trending, but all values found to be well within normal trending and compliance limit <ul style="list-style-type: none"> – minor increase in annual average temperature <ul style="list-style-type: none"> → consistent gradual increase since 2019 → 2024 earlier warming noted – minor increase in annual alkalinity <ul style="list-style-type: none"> → consistent gradual increase since 2021 → elevated results from Jun-Oct (deviation from normal trending) – minor increase in annual average pH ▪ Distribution monitoring within normal ranges at monitoring points <ul style="list-style-type: none"> – seasonal degradation observed May-Sep – similar to previous year <p>• <u>Treated Water Quantity</u></p> <ul style="list-style-type: none"> ▪ No major production issues noted <ul style="list-style-type: none"> – moderate equipment failure (CCP) – minor HLP flow issues to be resolved – minor disinfection residuals issues <ul style="list-style-type: none"> → resolved through process adjustment, or HLP shutdown ▪ Water Production: slight increase from previous period ▪ Discussion around WTP ability to achieve the rated design, Roch and Angela agreed that current processes may not be sufficient to sustain major flow increase demands without treatment impacts <ul style="list-style-type: none"> – Topic was also discussed to be incorporated into future study to ensure long-term sustainability with consultants <p>• <u>Water Loss</u></p> <ul style="list-style-type: none"> – Currently using internal tracking monthly to help determine rough estimates
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	<p style="text-align: right;"><i>The Township of North Glengarry</i></p> <p style="text-align: center;">Drinking Water Quality Management System</p>
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<p>c. Raw water supply, treated water quality trends and operational performance</p>	<ul style="list-style-type: none"> – Also began to incorporate annual water audit (Jan-Dec) <ul style="list-style-type: none"> → 2024 audit was completed, reviewed results and discussed some shortfalls for inputs → Currently Alx 44% and Max 50% → Discussed some areas that can be checked and internal reporting that can be strengthened to help reduce value <p>GLN DWS</p> <ul style="list-style-type: none"> • <u>Source/Raw Water Quality</u> <ul style="list-style-type: none"> ▪ No major changes to quality to note <ul style="list-style-type: none"> – all values well within normal trending and compliance limit – minor fluctuations which may have minor impacts to processes <ul style="list-style-type: none"> → gradual slight decrease UVT since 2017 → gradual slight decrease TDS starting in 2022 → slight increase in raw turbidity May-Nov • <u>Source/Raw Water Quantity</u> <ul style="list-style-type: none"> ▪ Minor decrease in water taking from previous year <ul style="list-style-type: none"> – trending decrease since 2022 <hr/> <ul style="list-style-type: none"> • <u>Treated Water Quality</u> <ul style="list-style-type: none"> ▪ No major changes to note <ul style="list-style-type: none"> – all values well within normal trending and compliance limit – minor fluctuations which may have minor impacts to processes <ul style="list-style-type: none"> → minor increase in turbidity starting in May and again in mid-Dec → pH is lower than normally observed values, but still well within guidelines – Distribution monitoring within normal ranges at monitoring points • <u>Chemical Usage</u> <ul style="list-style-type: none"> ▪ minor increase in usage • <u>Water Loss</u> <ul style="list-style-type: none"> ▪ Annual Average 10.1% ▪ system too small to complete formal audit, internal tracking only means to evaluation ▪ internal track shows 10-15%, which is well within operational targets
<p>d. Deviations from critical control point limits, equipment issues and response actions</p>	<p>ALX DWS</p> <ul style="list-style-type: none"> • <u>CCP: Coagulant Dosing</u> <ul style="list-style-type: none"> ▪ Issue noted in chemical tanks capacity, caused by calcification of sediment in both tanks, first noted in June 2024. <ul style="list-style-type: none"> – Issues noted with inoperable valves for tank isolation – Operational level monitoring in place to ensure sufficient chemical – Planned work to clean tank once levels sufficient to complete – Concern that sediment could possibly have impact on sedimentation process ▪ Improper Dosing <ul style="list-style-type: none"> – Noted process upset (May) <ul style="list-style-type: none"> → Jar Testing and dose adjustments → 3 basins cleaned → Issue corrected over 2–3day process adjustments – Pumping irregularities noted between dosing pumps <ul style="list-style-type: none"> → Adjusted pump operations to ensure no process upset


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<p>d. Deviations from critical control point limits, equipment issues and response actions</p>	<ul style="list-style-type: none"> → To follow-up with supplier → On-site calibration helped but P620 does not seem to maintain calibration ▪ Dosing Loss <ul style="list-style-type: none"> – Operational error during maintenance (Oct), valve left closed <ul style="list-style-type: none"> → Basins drained to remove all untreated water, noted elevated turbidity in filters → Issue corrected same day (8.6hrs) • <u>CPP: Polymer Dosing</u> (no issues noted) • <u>CPP: Primary Disinfection</u> <ul style="list-style-type: none"> ▪ Loss of Chlorine Dosing <ul style="list-style-type: none"> – WTP shut down until problem found and repaired (19hrs) – Issue caused by cracked injection line on chlorinator 1 <ul style="list-style-type: none"> → Contractor brought into complete full maintenance on system (23days after event) ▪ Chlorinator 1 Failure (control panel failure) <ul style="list-style-type: none"> – After system maintenance – Secondary unit utilized to maintain operations – Defective chlorinator replaced (29days) • <u>CPP: Primary Disinfection Monitoring</u> (no issues noted) • <u>CPP: Distribution Combined Monitoring</u> <ul style="list-style-type: none"> ▪ (Near Miss) Sample line leak to analyzers AT1680/AT1681 <ul style="list-style-type: none"> – Initially thought to be groundwater leak/foundation issue – Once discovered, line was replaced same day • <u>CPP: Combined Residual Boosting</u> <ul style="list-style-type: none"> ▪ (Near Miss) Dosing issues caused by air lock (4)/ improper dosing (3)/ maintenance required (2) <ul style="list-style-type: none"> – All incidents triggered alarms <ul style="list-style-type: none"> → BP Lock out → backup pump operation – Resolved upon arrival and operations restored (<1hr) – Residuals in transmission main sufficient as observed at Max Tower • <u>Equipment Issues:</u> <ul style="list-style-type: none"> ▪ Unresolved Issues <ul style="list-style-type: none"> – LLP220 low flows (Jun) <ul style="list-style-type: none"> → Troy-Ontor rep on-site, determined issue with LLP turbine, not suspected valve leak – SCADA Operation (Jul) <ul style="list-style-type: none"> → System freezing/reboot → Age (to determine if unit has Windows 10 (no longer supported) ▪ Resolved Issues <ul style="list-style-type: none"> – HLP1610 Control Fail Fault (Jul/Aug) <ul style="list-style-type: none"> → Repaired by Capital Controls – V1320 operational signal loss (Apr/May/Nov) <ul style="list-style-type: none"> → Internal circuit board with used unit (Apr) – Sample Line Leak (Oct)

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<p>d. Deviations from critical control point limits, equipment issues and response actions</p>	<ul style="list-style-type: none"> → Once confirmed line was replaced → Repair cause Backflow Preventer Failure, Claude Bourke brought in to rebuild unit – Alx Generator screen damaged from winter storm (Jan) <ul style="list-style-type: none"> → Defective equipment replaced (Feb) – Max Tower Generator/SCADA Signal (Feb) <ul style="list-style-type: none"> → Internal PLC switch connectors tightened – Bst Electrical Hydro Meter Near Miss (Apr) – Internal arcing discovered inadvertently, all internal components replace/repair <p>GLN DWS</p> <ul style="list-style-type: none"> • <u>Secondary Disinfection</u> <ul style="list-style-type: none"> ▪ (Near Miss) Chlorine Pump Failure <p>Issues caused by air lock (42), pump reset (7), low flows (6), flow sensor/maintenance (6)</p> <ul style="list-style-type: none"> – All incidents triggered alarms <ul style="list-style-type: none"> → incidents required flushing to raise residual (4), residuals never dropped below 0.50mg/L → change in pump operation to prevent low residuals after extended low flows – Resolved upon arrival and operations restored (<3hr) <ul style="list-style-type: none"> • <u>WTP Primary Disinfection</u> <ul style="list-style-type: none"> ▪ (Near Miss) UV Low Dosage/Failure (6) <ul style="list-style-type: none"> – Issues caused by required maintenance (cleaning) • rotate UV Operation to ensure 2 units operating • <u>Equipment Failure</u> <ul style="list-style-type: none"> ▪ Unresolved Issues <ul style="list-style-type: none"> – Stiff Valve Operation (May) <ul style="list-style-type: none"> → Raw well valve, UV isolation valve → Replaced during shutdown? (Jul) ▪ Resolved Issues <ul style="list-style-type: none"> – Internal Piping Leak & Defective Singer Valve <ul style="list-style-type: none"> → Eastern Welding replaced with new piping (Jul) – NaCL₂ Pump Operation on Generator Near Miss (Apr) <ul style="list-style-type: none"> → Noted power loss during generator operation → KMAC replaced UPS to ensure issues don not reoccur
<p>e. The results of the infrastructure review</p>	<p>QMS Infrastructure Maintenance, Rehabilitation & Renewal Review</p> <ul style="list-style-type: none"> • <u>Conclusion:</u> <ul style="list-style-type: none"> ▪ All scheduling and forms are current and up to date ▪ All equipment is accounted for ▪ All work timelines for completion have greatly improved, small gaps in quarterly, bi-annually and annual maintenance • <u>Outstanding/Open Items:</u> <ul style="list-style-type: none"> ▪ Operators need to ensure consistency with logging information through e-log and eRIS ▪ Equipment Deficiencies and Documentation follow-up • Delegate SOP creation for specific equipment identified during Emergency Training (SCADA) & Outstanding Listing

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f. The resources needed to maintain the QMS	QMS Review and Provision of Infrastructure Report <ul style="list-style-type: none"> • <u>Conclusion</u> <ul style="list-style-type: none"> ▪ No shortfalls, capacity issues or major changes noted in both DWS ▪ No major growth or expansion planned within the next year, SDG Draft Standards for development created for large scale projects <ul style="list-style-type: none"> – other limiting factors such as WWS capacity and servicing areas ▪ Budgeting includes planning for refurbishment and repairs of infrastructure • <u>Outstanding/Open Items</u> <ul style="list-style-type: none"> ▪ Updating Capital Planning Targets and Asset Indexing should be a focused effort to bring it up to date and more reflective of planning goals (10yrs Capital Plan) ▪ On-going work for Alx DWS water loss ▪ Equipment Deficiencies and Documentation follow-up
f. The resources needed to maintain the QMS	Auditing <ul style="list-style-type: none"> • <u>Internal</u> <ul style="list-style-type: none"> ▪ Sole Source: Ewen MacDonald <ul style="list-style-type: none"> – 2023: \$1,890 – 2024: \$1,800 – 2025: \$2,000-2,500 (estimated amount) • <u>External</u> <ul style="list-style-type: none"> ▪ Sole Source: Intertek (PW22-0088-AC1) <ul style="list-style-type: none"> – 2023: (Surveillance Audit_S1) – 2024: (Surveillance Audit_S2) – <i>End of Contract Pro-00170935, new contract was sent Mar 21 to be forwarded to Tim/Sarah to be approved</i> – 2025: (Reaccreditation Nov/Dec) ▪ Contract Renewal <ul style="list-style-type: none"> – Only 2 accredited Auditing Bodies (Intertek and NSF) – Next 3-year Audit Period (RA, S1, S2) – Intertek/SAI Global quote was received March 21, 2025, reviewed costing and to be forwarded for approval
g. Consumer feedback	<ul style="list-style-type: none"> • Access E11 is now available to all residents through website • <u>Alx Dist Access E11</u> <ul style="list-style-type: none"> ▪ 143 cases of 170 (84%) <ul style="list-style-type: none"> – Case Summary Review – No major outstanding issues • <u>Gln Dis Access E11</u> <ul style="list-style-type: none"> ▪ 5 cases of 170 (2%) <ul style="list-style-type: none"> – Case Summary Review – no open cases
h. Results of emergency response testing	Topic: SCADA PLC Failure <ul style="list-style-type: none"> • Operators understood all concepts being presented and participated to the best of their knowledge • Identified number of processes needed to run plant and gaps in SOPs for some equipment and need to ensure actions are recorded in e-logs in timely fashion. <ul style="list-style-type: none"> ▪

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	<p style="text-align: right;"><i>The Township of North Glengarry</i></p> <p style="text-align: center;">Drinking Water Quality Management System</p>	
Document Title: QMS Management Review Checklist		QMS Form Number: QMS SYS-F12

	<p>Regulatory Changes</p> <ul style="list-style-type: none"> • Gln PTTW renewal (submitted Dec 2024 received March 2025, but 7 days after expiry, may cause future compliance issues but local inspector is well aware of issue and was very helpful throughout process) • MDWL Renewal (Alx/Gln) • Operator Certificate renewal (1 required renewal but potential for upgrades) <p>Suppliers Changes</p> <ul style="list-style-type: none"> • To ensure lists are updates and reflect current contacts
m. Operational plan currency, content and updates	<p>DWQMS Operational Plan 2.0</p> <ul style="list-style-type: none"> • Currency: version 8 (November 24, 2022) • All elements covered as per requirements of standard <ul style="list-style-type: none"> ▪ Minor updates to procedures to ensure currency
n. Staff suggestions	<p>-no additions from staff</p> <p>-discussions around various improvements within current systems</p>
<p>Other Notes</p> <p>-n/a</p>	

Newsletter

April 2025

EOWC Advocacy Update

EOWC Mobilizes Support Amid U.S. Tariff Threats

U.S. tariffs on key industries could put billions of dollars in Eastern Ontario exports at risk, impacting jobs and economic stability. The EOWC stands with our Federal and Provincial governments to reinforce economic ties with the U.S. and protect regional industries.

With \$42.5 billion in private sector exports at stake, the region's top industries—including agriculture, manufacturing, and chemical production—face significant uncertainty. Municipalities are calling for stronger partnerships with U.S. counterparts, advocating for policies that eliminate trade barriers, invest in infrastructure, and prioritize Canadian businesses.

The EOWC is committed to creating strong cross-border partnerships and advocating for Eastern Ontario throughout the unwanted trade ware and related threats of tariffs.

We have reached out to the [New York Association of Counties](#), the [Great Lakes St. Lawrence Cities Initiative](#), and the [Great Lakes St. Lawrence Governors & Premiers](#), as well as all of our region's Chambers of Commerce.

\$64.6
BILLION/YEAR

Total exports from Eastern Ontario to other jurisdictions outside the region (public and private) ⁽²⁰²¹⁾

\$132.5
BILLION/YEAR

Annual demand within Eastern Ontario for all goods and services (private) ⁽²⁰²¹⁾

\$42.5
BILLION/YEAR

Total private sector exports from Eastern Ontario to other jurisdictions outside the region (commercial and industrial) ⁽²⁰²¹⁾

Top commercial or industrial export by Eastern Ontario Census Division (2021), by dollar volume (at risk in the face of 25% tariffs)

Jurisdiction - Census Division	Largest Commercial or Industrial Export Sector (2021)	\$ Exports - Largest Commercial or Industrial Sector (2021)
Haliburton	Residential building construction	\$63,465,690
Kawartha Lakes	Dairy product manufacturing	\$154,833,089
Northumberland	Basic chemical manufacturing	\$1,740,927,393
Peterborough	Grain and oilseed milling	\$496,953,307
Hastings	Motor vehicle parts manufacturing	\$1,039,614,332
Prince Edward County	Farms	\$271,450,837
Lennox and Addington	Rubber product manufacturing	\$1,027,721,309
Frontenac	Resin, synthetic rubber, artificial and synthetic fibres and filaments manufacturing	\$4,079,336,835
Lanark	Fabric mills	\$194,037,944
Leeds and Grenville	Other electrical equipment and component manufacturing	\$1,076,196,526
Stormont, Dundas and Glengarry	Dairy product manufacturing	\$862,461,728
United Counties of Prescott Russell	Iron and steel mills and ferro-alloy manufacturing	\$1,069,311,571
Renfrew	Scientific research and development services	\$345,258,847

Visit our Web Page on Economic Resilience, Trade and Tariffs

Congratulations to the Ontario Government

The EOWC would like to congratulate Premier Doug Ford and the Progressive Conservative Party on their re-election on February 27, 2025. We look forward to continued collaboration as key partners with the provincial government to address the needs of our 103 communities and build our region.

The EOWC remains 'Ready to Work and Ready to Grow'. We remained focused on economic resilience and growth, infrastructure development and maintenance, housing people across the continuum, and supporting increased health care access.

The EOWC sent letters to the Premier, Ministers, and MPPs outlining key areas of focus and 13 top recommendations for the term ahead including the following:

- ➔ Ensure municipalities are part of Ontario's approach to U.S. tariff threats, and eliminate barriers to enable municipalities to buy local and give preference to Canadian companies
- ➔ Increase investments in municipal infrastructure to fill the deficit, prevent critical infrastructure failures, and support new infrastructure that will create jobs and grow the region's economy

→ Support municipalities to build housing for everyone through capital investments and modernize provincial programs to prevent homelessness

→ Continue provincial funding for community paramedicine programs that are proven to succeed

READY TO WORK READY TO GROW

Read the EOWC's 'Ready to Work, Ready to Grow' priorities [here](#)

The EOWC Signs Partnership Agreement with the Great Lakes St. Lawrence Cities Initiative



Left-to-right: GLSTCI Chief Development Officer, Phillip Murphy-Rhéaume; United Counties of Stormont, Dundas, and Glengarry Warden, Martin Lang; County of Hastings Warden, Bob Mullin;

EOWC Vice-Chair, Steve Ferguson; County of Northumberland Warden, Brian Ostrander; Mayor of City of Kawartha Lakes, Doug Elmslie; County of Lennox and Addington Warden, Nathan Townend; County of Lanark Warden, Toby Randell; United Counties of Leeds and Grenville Warden, Corinna Smith-Gatcke; County of Frontenac Warden, Gerry Lichty; United Counties of Prescott and Russell Warden, Yves Laviolette; Mayor of St. Catharines, Mat Siscoe; and EOWC Chair, Bonnie Clark

With the continuation of the (unwanted) trade war between the U.S. and Canada, the EOWC recognized the urgent need for adaptability and resiliency across our region's communities to support our economy.

Aligning with our focus to strengthen regional and cross-border ties, the EOWC and the [Great Lakes and St. Lawrence Cities Initiative](#) signed a Memorandum of Understanding during our March board meeting. This agreement will promote knowledge sharing across the Canadian and Ontario-Québec borders, further strengthening the EOWC's national and international connections. Our members look forward to attending their conference later this May, and to expand work around our mutual advocacy and priorities.

Read the [EOWC's ongoing Tariff Report](#) and [the EOWC's Strategic Plan](#).



A Snap Federal Election: Prepping for the Polls

As Canadians prepare to head to the polls and choose the next government, protecting and strengthening our local communities is more important than ever. A long-term approach that addresses the unique needs of these communities and sets Canada on a path to a stronger future is essential.

The EOWC stands together with our partners at the [Federation of Canadian Municipalities](#) to call for a [National Prosperity Partnership](#) between Canada's next government and municipal governments across the country. This election is an opportunity to have a national conversation about how Canada funds and enables economic growth.

This partnership will aim to:

- Support local economic growth and resilience
- Invest infrastructure renewal
- Achieve housing affordability
- End homelessness with local solutions
- Keep communities Safe Build Climate resilient communities
- Support Thriving rural, remote and northern communities

[Visit FCM's Stronger Together Election Campaign](#)

Concerns re: Alto High Speed Rail Cutting Through Eastern Ontario

While the EOWC supports improved transportation, the proposed route of the Alto High-Speed Rail Network (between Toronto and Quebec City) cuts through the EOWC region without delivering meaningful benefits to our businesses, residents, or the tourism industry.

The EOWC sent a letter to Alto's CEO, urging both Imbleau and the Government of Canada to reconsider the number of stops the high-speed train would have in Eastern Ontario and ensure it does not negatively impact the trail systems that municipalities own and operate.

Read the [EOWC's letter to Martin Imbleau, President and CEO of Alto, here.](#)



EOWC Statement: High-Speed Rail Cutting Through Eastern Ontario

"On behalf of Eastern Ontario's 103 municipalities, the EOWC remains concerned with the Prime Minister's announcement today regarding the high-speed rail network development plan between Toronto and Québec City.

While we support transit expansion in principle, this project will cut through our region's communities without bringing benefits to local business, trail systems, or residents.

The EOWC will continue to advocate for additional train stop(s) in Eastern Ontario as part of the Alto high-speed rail system to boost local economies, improve access to transit for rural communities, and strengthen regional connections, while ensuring that we retain the integrity of our recreational trail network as an economic driver."

- EOWC Chair, Bonnie Clark (Warden of Peterborough County)

EOWC Advocates for Regional Priorities at ROMA 2025 Conference



Left-to-right: MPP for Leeds-Grenville-Thousand Islands, Steve Clark; United Counties of Leeds and Grenville Warden, Corinna Smith-Gatcke; Northumberland County Warden, Brian Ostrander; Minister of Labour, Immigration, Training and Skills Development, David Piccini; Mayor of City of Kawartha Lakes, Doug Elmslie; Deputy Premier and Minister of Health, Sylvia Jones; EOWC Chair, Bonnie Clark; Minister of Colleges and Universities, Research Excellence and Security / MPP for Stormont Dundas and Glengarry, Nolan Quinn; EOWC Vice-Chair, Steve Ferguson; MPP for Haliburton-Kawartha Lakes-Brock, Laurie Scott; County of Haliburton Warden, Dave Burton; County of Lanark Warden, Toby Randell.

The EOWC made significant progress in advocating for regional priorities at the 2025 Rural Ontario Municipal Association (ROMA) Conference, held in Toronto from January 19 to 21.

With over 2,000 municipal leaders in attendance, The EOWC's Chair, Bonnie Clark, and Vice-Chair, Steve Ferguson, led discussions with key provincial officials, emphasizing the need for strong partnerships to address critical infrastructure, housing, health care, and economic challenges.

"The ROMA Conference was a success in strengthening our relationships to better serve Eastern Ontario's 103 communities," said Chair Clark. Vice-Chair Ferguson echoed this sentiment, highlighting the EOWC's strategic approach. "We came prepared with data and clear recommendations. Our small rural municipalities play a crucial role in shaping Ontario's future, and it is vital that our voices are heard."

The EOWC's advocacy at ROMA had such impact that the Minister of Rural Affairs, Lisa Thompson, thanked the EOWC for their committed support of rural priorities and innovation around trade and tariffs. We were also pleased to support the launch of the new [Ontario's Economic Development Strategy](#).

Read the [EOWC's ROMA 2025 briefing package](#).



Lisa Thompson @LisaThompsonPC · Jan 22



Thank you @EOWC_ON and Bonnie Clark for your kind words & endorsement on our government's new important rural strategy!

#ROMA2025 marks a milestone for Ontario's rural communities with the launch of **Enabling Opportunity: Ontario's Rural Economic Development Strategy**. This strategy will support Eastern Ontario's small-urban and rural communities by creating new pathways for growth, supporting local businesses, and enhancing infrastructure, all while preserving our region's unique character. The Eastern Ontario Wardens' Caucus looks forward to continuing our work together with Minister Thompson to empower small rural Ontario to thrive and ensure that our communities are central to the Ontario Government's economic future.

— Bonnie Clark, Chair, Eastern Ontario Wardens' Caucus

The EOWC Attends Ontario Road Builders' Convention



Left to right: EOWC Director of Government Relations and Policy, Meredith Staveley-Watson, and Ontario's Big City Mayors, Executive Director, Michelle Baker

From February 2-4, the EOWC's Director of Government Relations and Policy, Meredith Staveley-Watson, attended the [Ontario Road Builders' Association](#) Convention, themed "Ready to Build Ontario's Future Together" on behalf of the EOWC.

As part of the EOWC's top priority—municipal infrastructure—roads and

bridges are essential municipal assets that require ongoing maintenance, repair, and expansion. Supporting the Canadian economy includes making continuous investments in municipal infrastructure while ensuring sustainability and community well-being remain at the forefront.

The importance of public-private sector partnerships was highlighted as critical in addressing the economic and social challenges faced by communities, large and small, across Ontario.

EOWC In The Media

EOWC Warden, Corinna Smith-Gatcke Speaks to U.S. Tariff Pressures on Border Towns

WATCH NOW



Border Towns in a Trade War | The Agenda

Left-to-right: Mayor of Sault Ste. Marie, Matthew Shoemaker; Mayor of City of Windsor, Drew Dilkens; Mayor of City of Niagara Falls Jim Diodati; and United Counties of Leeds and Grenville Warden, Corinna Smith-Gatcke.

On March 13, Corinna Smith-Gatcke, Warden of the United Counties of Leeds and Grenville and member of the EOWC, addressed the challenges that her community is facing due to the U.S. government's tariffs on TVO Today.

Watch the [full interview here](#).

EOWC Chair, Bonnie Clark, and Warden, Corinna Smith-Gatcke

On January 20, in an interview with CTV, Chair Bonnie Clark and Warden of the United Counties of Leeds and Grenville, Corinna Smith-Gatcke, emphasized the urgency of the tariff situation, and how alliances are crucial.

Chair Clark highlighted the situation, stating, "It's up to us to reach out to our neighbours to the south and get their support. These tariffs are a two-way street—they will hurt both Ontario and our trade partners in the U.S.". Smith-Gatcke warned of the devastating impact tariffs could have on local businesses and jobs.

"We are starting those critical conversations to ensure these tariffs don't take effect and damage our economies," Chair Clark said. The EOWC remains committed to protecting jobs, businesses, and cross-border partnerships.

Read the [full interview](#).



The EOWC's Chair and Director of Government Relations and Policy Honoured in AMO's International Women's Day News Release

On March 8, the [Association of Municipalities of Ontario](#) (AMO) celebrated a historic milestone for International Women's Day - women now chair all major municipal associations in Ontario. This achievement highlights their dedication and influence in local government.

Among those recognized were Chair Bonnie Clark and the EOWC's Director of Government Relations and Policy, Meredith Staveley-Watson.

Read the [full list](#).

EOWC's Letter to Alto CEO, Martin Imbeau, Recognized in the Cornwall Standard-Freeholder

On March 24, The Cornwall Standard Freeholder released an article about the EOWC's letter to Alto CEO, Martin Imbeau. In the letter, the EOWC urged Alto and the Government of Canada to reconsider the number of stops the high-speed train will make, emphasizing that additional stops in Eastern Ontario communities would ensure the construction benefits the region economically.

Read [the full article here](#) and read [EOWC's Alto Letter here](#).

CBC Article Highlights How Inaccurate Rental Data is Creating Setbacks for Affordable Housing Efforts

A CBC article published on March 29 highlights the challenges Prince Edward County faces in creating affordable housing due to inaccurate rental data from the Canada Mortgage and Housing Corporation (CMHC). Ken How, a retired teacher leading a project to turn the Pinecrest Public School into affordable housing, has had trouble securing funding because CMHC's rent figures are much lower than actual rents in the area.

How's non-profit, Pinecrest Housing, plans to offer 56 affordable units, but CMHC's inaccurate data makes it hard to get the necessary loan. The county has started collecting its own rental data, which shows rents are higher than CMHC reports. However, CMHC has refused to accept the county's data, making it harder to address the local housing crisis.

Local officials, including County Councillor Phil St-Jean, are calling on CMHC to adjust its funding formulas to include more accurate, locally-sourced rental data to better reflect the housing needs in rural areas like Prince Edward County.

Read the [full article here](#).

Partner Updates



New EORN Board Member Elected

At the EOWC's board meeting on March 27, 2025, an election was held to appoint a new board member to the Eastern Ontario Regional Network.

The EOWC is pleased to congratulate Toby Randell, Warden of the County of Lanark, on his election to the board. We look forward to his valuable contributions and leadership in advancing the interests of Eastern Ontario.

Update on new sites in Service: 75% of the Network Completed

A total of 121 new builds, 63 colocations, and 311 uplifts have been completed, marking the successful completion of all sites.

Help EORN Improve Internet in Eastern Ontario – Take the Speed Test!

The Eastern Ontario Regional network (EORN), in partnership with the Canadian Internet Registration Authority (CIRA) wants to [measure your internet speeds](#).

Our governments want everyone to have good internet connectivity. They have established internet speed targets of 50 Mbps down and 10 Mbps up. The federal and provincial governments have funding programs available to support broadband projects.

Knowing what speeds citizens currently have available can act as baseline data for the region and show the improvements that are to come from broadband expansion projects underway now or are needed in the future. This is why EORN has partnered with CIRA, to collect the most detailed information relating to eastern Ontario's internet speeds.

Take the test here: <https://performance.cira.ca/eorn>

Regional Updates and News

Government of Canada Gouvernement du Canada

Canada 

Prime Minister Mark Carney Calls for a Snap Federal Election

On March 23, Prime Minister Mark Carney asked Governor Mary Simon to dissolve parliament, triggering a federal election for April 28, 2025.

With Election Day coming up, the EOWC will take a close look at each party's platform, looking for ways to connect their priorities with ours. The EOWC hopes to build a strong partnership with the newly elected government moving forward.

Read what the [EOWC's Strategic Priorities are here](#).

Ontario 

Doug Ford Announces New Cabinet

On March 19, Doug Ford unveiled his cabinet of an experienced team deemed to protect Ontario's economy and workers.

Among his cabinet members are Eastern Ontario's David Piccini, MPP

for Northumberland, named Minister of Labour, Immigration, Training, and Skills Development, and Nolan Quinn, MPP for Stormont, Dundas, and Glengarry, named Minister of Colleges, Universities, Research Excellence, and Security.

See the other members of [Ford's new cabinet here](#).

Ontario Government Increases Support for Farmers

The Ontario government is increasing annual funding for its Risk Management Program from \$150 million to \$250 million to enhance its support to the farmers of Ontario. This investment will help Eastern Ontario's 13,861 agri-food operations, including over 5,000 primary agriculture businesses, navigate market uncertainties and remain competitive.

The funding boost supports local farmers producing cattle, hogs, grains, and horticultural products while protecting 383,000 jobs across Ontario's agri-food supply chain. By enhancing financial security, this initiative ensures the region's agricultural resilience for generations to come.

Learn more about [this initiative here](#).

Ontario Investing in the Success of Rural Communities

The Ontario government has unveiled new measures to support rural communities at the 2025 Rural Ontario Municipal Association (ROMA) conference, including a new Rural Economic Development Strategy and significant infrastructure investments.

These initiatives include the launch of a new Rural Economic Development Strategy by Minister of Rural Affairs Lisa Thompson, featuring \$10 million in annual funding for the Rural Ontario Development Program to drive economic growth, workforce development, and business expansion in rural communities.

Read [Ontario's Rural Economic Development Strategy here](#).

Ontario's Municipal Disaster Recovery Assistance Activated

Following the snow and ice storm that impacted the province from March 28-30, the Ontario government has activated the Municipal Disaster Recovery Assistance (MDRA) program.

The MDRA program helps municipalities cover unexpected costs after a natural disaster, such as a flood or tornado. The program covers:

- Capital Costs: Repairing public infrastructure or property
- Operating Costs: Expenses to protect public health, safety, or essential services

To be eligible, municipalities must:

- Experience a sudden, severe natural disaster
- Have costs beyond their normal budget due to the disaster
- Pass a resolution by the local council

- Submit an initial claim

Municipalities can get the necessary forms and instructions by contacting their local Municipal Services Office.

Find more information about [MDRA](#).

Ontario Acts to Safeguard Workers and Businesses Amid Economic Challenges

Ontario is taking decisive action to protect workers and businesses, providing \$11 billion in relief to strengthen the province's economy. To help businesses weather economic challenges and U.S. tariffs, the government is deferring select provincially administered taxes for six months from April 1, 2025, to October 1, 2025, giving businesses and job creators approximately \$9 billion in cash flow support to approximately 80,000 businesses.

Additionally, a \$2 billion rebate through the Workplace Safety and Insurance Board will further assist safe employers in keeping workers employed. Ontario is also focusing on removing internal trade barriers, expediting development approvals, and diversifying trade partners to build a more resilient economy.

Read more about [Ontario's efforts to protect workers amid economic uncertainty](#).

Upcoming Events



Community Futures Week

FUNDING THE FUTURE. SUPPORTING ENTREPRENEURIAL DREAMS.

Community Features Week

Community Futures Week, happening from April 7-13, 2025, is a special event organized by Community Futures Western Ontario (CFWO) and Community Futures Eastern Ontario (CFEO), with support from their member organizations. This week is all about supporting entrepreneurship, boosting small businesses, and driving economic growth across Southern Ontario.

The week will feature a combination of in-person and virtual activities, including free webinars on important topics such as:

- Preventing Small Business Fraud
- Succession Planning: Buying or Selling a Business
- Future-Proofing Your Marketing Strategy for Small Businesses and Non-profits in 2025

Participants will also hear inspiring stories from local business owners about the valuable support they've received from Community Futures offices and partners throughout the region

[Sign up for Community Features Week](#)



P3s for Municipalities: 6-Part Webinar Series

The EOWC is excited to build its partnership with the [Canadian Council for Public-Private Partnerships](#) (CCPPP). CCPPP is offering the free P3s for municipalities webinar series available for municipal and Indigenous employees and elected officials across Canada.

Designed for those new to or seeking a refresher on P3 infrastructure delivery, the series covers fundamentals, opportunities, challenges, and tools for successful P3 procurement.

CCPPP is also introducing the Council's new municipal P3 recommendations and insights from the updated [Public-Private Partnerships: A Guide for Municipalities](#).

Upcoming webinars: April 8, May 6, June 3, and September 16. Webinars will continue to be available on the CCPPP site.

[Sign up for the webinars](#)



EOWC Queen's Park Day

The EOWC is looking forward to meeting with the Ontario Government at Queen's Park on May 13, 2025 to discuss mutual goals, partnerships and growing the region of Eastern Ontario.

[View the EOWC's 2024-2027 Strategic Plan](#)



OMAA 2025 Spring Workshop

The 2025 Spring Workshop will be held from May 14-16, 2025, at the JW Marriott The Rosseau Muskoka Resort & Spa.

This year's theme, Midterm Check-In: Pause, Reflect, Propel, offers a program filled with educational sessions, quick hits, social events, and sponsored sessions—all designed to equip CAOs and Aspiring CAOs with the tools to enhance their effectiveness.

Find more information about the OMAA Workshop



**GREAT LAKES AND
ST. LAWRENCE**
CITIES INITIATIVE

GLSLCI 2025 Annual Conference

From May 14-16, 2025, the Great Lakes and St. Lawrence Cities Initiative will host its Annual Conference, The Future of Fresh Water: Leading the Way in an Era of Scarcity, in Milwaukee, Wisconsin. Access to clean water is one of the biggest challenges of the 21st century.

As demand rises, public budgets shrink, and threats like pollution and flooding persist, our water supply and quality—and the communities that depend on them—are increasingly at risk. This conference will highlight the critical role local governments, industries, and innovators in the Great Lakes and St. Lawrence Region play in addressing both regional and global water issues.

**Find more information and register for GLSLCI's
conference**



EOWC Attending the Annual FCM Conference

On May 29 and June 1, 2025, the EOWC and our municipal members will be attending the Federation of Canadian Municipalities' 2025 Conference and Trade Show in the City of Ottawa.

[Find more information and register for FCM's conference](#)



EOWC Attending the Annual CAMA Conference

The 51st Annual CAMA Conference and Annual General Meeting will be held in Mont Tremblant, Québec, from May 26, 2025, to May 28, 2025, at the Fairmont Mont Tremblant.

[Find more information about CAMA's conference](#)



AMO Municipal Trade and Tariff Forum

On June 6, 2025, AMO will host a forum to bring together members, stakeholders, and partners to assess the impacts of tariff and trade disruptions on Ontario Municipalities and the business sector. The forum will focus on identifying strategies to address and mitigate these challenges, fostering new alliances and relationships to support effective economic advocacy.

Key topics will include:

- What the trade war means for municipalities
- Building Ontario in uncertain times
- Changing approach to procurement
- seizing opportunities to strengthen Ontario

[Find more information and register for the forum](#)

AMO Rural Healthy Democracy Forum

On June 11, 2025, AMO will host its Rural Healthy Democracy Forum. AMO's Healthy Democracy Project is an initiative aimed at improving local democracy through respectful and diverse civic engagement. It's all about collaboration and working together to strengthen democracy in Ontario.

This full-day event will bring together municipal leaders, experts, and academics to discuss the state of democracy in rural Ontario.

[Find more information and register for the forum](#)



ROMA's Teeny Tiny Summit

On June 17th, 2025, the Ontario Ministry of Rural Affairs and the Rural Ontario Municipal Association (ROMA) will host the Teeny Tiny Summit.

This summit focuses on the challenges and opportunities faced by Ontario's smallest rural communities. With practical tools, examples, and insights from community leaders, the Summit offers valuable economic development strategies tailored for small towns.

[Find more information about ROMA's summit](#)

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About the EOWC

The EOWC is a regional non-profit organization representing 13 upper and single-tier municipalities across Eastern Ontario. The EOWC supports and

advocates on behalf of 103 municipalities and nearly 800,000 residents. The EOWC covers an area of approximately 50,000 square kilometers from Northumberland County to the Québec border.

The EOWC has gained support and momentum by speaking with a united voice to champion regional municipal priorities and work with government, business leaders, the media, and the public.

Visit the EOWC's website at eowc.org.

Connect with the EOWC

2025 Chair, Warden of Peterborough County, Bonnie Clark

2025 Vice-Chair, Mayor of Prince Edward County, Steve Ferguson

Director of Government Relations and Policy, Meredith Staveley-Watson

info@eowc.org



Meredith Staveley-Watson, Director of Government Relations and Policy | 235 Pinnacle Street | Belleville, ON K8N 3A9 CA

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April 10, 2025

Sarah Huskinson, Chief Administrative Officer/Clerk
Township of North Glengarry
3720 County Road 34, R.R.2
Alexandria, ON K0C 1A0

Dear Ms. Sarah Huskinson

May is Community Living Month, an annual celebration of the contributions of people who have an intellectual disability and their families. To help spread awareness, [Community Living Ontario](https://communitylivingontario.ca) is encouraging landmarks across the province, like Toronto's CN Tower, to **Shine a Light on Community Living** by lighting up in **blue** and **green** on **Thursday, May 1st**.

As a member of Glengarry County who believes strongly in the Community Living movement, our organization Community Living Glengarry is inviting North Glengarry Township to recognize this important occasion by:

- changing the exterior lights to **blue** and **green** at the North Glengarry Township Building (we have flood lights for your convenience)
- Displaying **blue** and/or **green** lights at the Alexandria Island Park

We would also greatly appreciate it if Council would bring forward a motion, again this year, to proclaim May as Community Living Month. For your convenience, we have included a Proclamation that could be presented at an upcoming Council meeting. We would also be thrilled if the North Glengarry Township raised our "Community Living" flag on May 1st where we'd have a delegation attend the flag raising.

Together, we can create a powerful example of inclusion that will shine not only in our community, but throughout many others across the province.

We thank you in advance for your time and consideration. For more information, you can visit communitylivingontario.ca/community-living-month or contact me.

Sincerely,



Danielle Duranceau, Executive Director
Community Living Glengarry
613-525-4357 ext. 351
danielle@clglen.on.ca

Founded in 1953, Community Living Ontario is a nonprofit leader providing a provincial voice with people who have an intellectual disability, their families, friends, and support providers across Ontario. Today, it proudly advocates on behalf of more than 250,000 people while championing the inclusion efforts of 120+ member organizations.

Proclamation

Community Living Month "May"

Whereas Community Living Glengarry strives to ensure that all people live in a state of dignity, share in all elements of living in the community and have the opportunity to participate effectively; and

Whereas for fifty five years, Community Living Ontario has worked to bring people and the communities together by supporting individuals as they develop their capacity to live, learn, work and participate in all aspects of living in the community as well as develop its capacity to welcome and support people who have not always had the same opportunities to participate in community life in meaningful productive ways; and

Whereas Community Living Glengarry provides support and services to people with developmental challenges in our area; and

Whereas during the month of May, Community Living Glengarry is promoting public awareness of the physical and social barriers that keep individuals with developmental challenges from participating in the social, recreational and economic world around them;

Now, Therefore, we the Township of North Glengarry do hereby proclaim the month of May as "**Community Living Month**" and encourage all citizens to become more knowledgeable about people with developmental challenges and to welcome them as equal members of our community.

Mayor and Council of Township of North Glengarry

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 12-2025
FOR THE YEAR 2025**

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 Monday April 14 2025, in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law and;
2. **THAT** the Mayor and the proper officers of the Township of 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 14th day of April 2025.

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 12-2025, duly adopted by the Council of the Township of North Glengarry on the 14th day of April 2025

Certified CAO/Clerk / Deputy Clerk

Date