

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

Monday, February 13, 2023, 6:00 p.m.

Council Chamber

3720 County Road 34

Alexandria, On. K0C 1A0

THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

- 1. CALL TO ORDER**
- 2. DECLARATIONS OF PECUNIARY INTEREST**
- 3. ACCEPT THE AGENDA (Additions/Deletions)**
- 4. ADOPTION OF PREVIOUS MINUTES**
 - a. Regular Meeting of Council - January 30,2023
- 5. DELEGATION(S)**
- 6. STAFF REPORTS**
 - a. Administrative Department
 1. Community Outdoor Rink Project
 - b. Community Services Department
 1. Update to 2023 Community Grants
 2. CIP extension request - 101 Centre Street, Alexandria
 - c. Treasury Department
 1. Borrowing By-law for two tandem trucks
 - d. Fire Department
 1. Station 1 - Pick-Up - Procurement
 - e. Public Works Department
 1. PW-2023-07 Drinking Water Reaccreditation Audit
 2. Sole Sourcing Report – Historic Items
 3. Joint Tendering Report
 4. Detailed Roads Needs Study Workplan for 2023
- 7. UNFINISHED BUSINESS**
- 8. CONSENT AGENDA**

9. NEW BUSINESS

10. NOTICE OF MOTION

Next Regular Public Meeting of Council

Monday February 27, 2023 at 6:00 p.m. in the Council Chamber, 3720 County Rd 34, Alexandria, Ontario.

Note: Meeting are subject to change or cancellation.

11. QUESTION PERIOD

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

12. CLOSED SESSION BUSINESS

13. CONFIRMING BY-LAW

- a. By-law 07-2023

14. ADJOURN

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

Monday, January 30, 2023, 6:00 p.m.

Council Chamber

3720 County Road 34

Alexandria, On. K0C 1A0

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

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

- 1. CALL TO ORDER
- 2. DECLARATIONS OF PECUNIARY INTEREST

Brian Caddell declared a conflict of interest with item 6(a) appointment of members to Committee of Council.
- 3. ACCEPT THE AGENDA (Additions/Deletions)

Resolution No. 1

Moved by: Carma Williams
Seconded by: Jacques Massie

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday January 30, 2023

Carried

4. ADOPTION OF PREVIOUS MINUTES

Resolution No. 2

Moved by: Jacques Massie
Seconded by: Brian Caddell

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

Regular Meeting of Council - January 9,2023

Special Meeting of Council - January 26,2023

Carried

5. DELEGATION(S)

- a. Peter Young - SDG Counties - Bill 23 Implications
Peter Young from Stormont, Dundas & Glengarry Counties spoke about Bill 23.

6. STAFF REPORTS

- a. Administrative Department
 - 1. Appointment of members to Committees of Council
Resolution No. 3
Moved by: Michael Madden
Seconded by: Jeff Manley
THAT Council receives staff report AD-2023-01;
THAT Council approves the appointments of Council Representatives and members of the public to the Committees of Council as listed below:

Arts, Culture and Heritage Committee

Jeff Manley	Council representative
Carma Williams	Council representative
Elizabeth Caddell	Lay Person
Laura Eustace-Lorimer	Lay Person
Sharon McRae	Lay Person
Nicole Nadeau	Lay Person
Deirdre Hill	Lay Person

Community Development Committee

Jamie MacDonald	Council representative
Michael Madden	Council representative
Carma Williams	Council representative
Gina Dragone	Lay Person
Rory Levert	Lay Person

Dean MacGillivray	Lay Person
Chris McPherson	Lay Person
Joanne Pratt	Lay Person

Rural Affairs Committee

Brian Caddell	Council representative
Jeff Manley	Council representative
Jacques Massie	Council representative
Pete Bock	Lay person
Duncan Ferguson	Lay person
Jack Fraser	Lay person
Andrew MacMillan	Lay person
Craig MacMillan	Lay person
Ken Turnbull	Lay person

AND that Council approves the appointments of Council Representatives to the following organizations:

Organization	Council Representative(s)
Friends of the Glengarry Trails	Jeff Manley
Glengarry Archives Board	Rita Denobriga, Jamie MacDonald, Michael Madden
Glengarry Pioneer Museum Board	Gary Martin
Maxville Manor Board	Gary Martin
Municipal Recreation Association Committee	Brian Caddell and Gary Martin
Raisin River Conservation Authority	Jacques Massie
United Counties of Stormont Dundas and Glengarry Council Alternate	Jeff Manley

Carried

b. Treasury Department

1. By-law 05-2023 amending Users' Fees and Charges By-law

Resolution No. 4

Moved by: Jeff Manley

Seconded by: Michael Madden

THAT the Council of the Township of North Glengarry receives staff report TR2023-04; and

THAT the Council of the Township of North Glengarry receives By-law 05-2023 being a By-law to amend the Users' Fees and Charges for the Township; and

THAT By-law 05-2023 be read a first, second and third time in open Council this 30th day of January 2023.

Carried

2. 2023 Operating and Capital Budgets

Resolution No. 5

Moved by: Carma Williams

Seconded by: Jeff Manley

THAT the Council of the Township of North Glengarry receives staff report TR2023-05; and

THAT the Council of the Township of North Glengarry adopts the 2023 Operating and Capital Budgets, as amended at the January 26, 2023 budget meeting, with a net municipal tax levy requirement of \$6,523,845 as noted in the attached document.

Carried

- c. Planning/Building & By-law Enforcement Department

1. By-law No. 03-2023 Exemption from Part Lot Control

Resolution No. 6

Moved by: Jeff Manley

Seconded by: Michael Madden

THAT the Council of the Township of North Glengarry adopt By-law No. 03-2023; and

THAT By-law 03-2023 be read a first, second and third time and enacted in Open Council this 30th day of January 2023.

Carried

2. Zoning By-law Amendment No. Z-12-2022

Resolution No. 7

Moved by: Michael Madden

Seconded by: Gary Martin

THAT the Council of the Township of North Glengarry adopt Zoning By-Law No. Z-12-2022; and

THAT By-law Z-12-2022 be read a first, second and third time and enacted in Open Council this 30th day of January 2023.

Carried

d. Public Works Department

1. Regional Waste Management Working Group Commitment

Resolution No. 8

Moved by: Gary Martin

Seconded by: Jacques Massie

THAT the Council of the Township of North Glengarry receives Staff Report No. PW 2023-02; and

THAT the Council of the Township of North Glengarry endorses the actions identified in the Executive Summary of the Regional Waste Management Executive Summary; and

THAT the Council of the Township of North Glengarry directs the Director of Public Works to represent the Township of North Glengarry, by participating wholly, as part of the Regional Waste Management Working Group.

Carried

2. Hazardous Waste Materials Update

Resolution No. 9

Moved by: Jacques Massie

Seconded by: Brian Caddell

THAT the Council of the Township of North Glengarry receives report PW 2023-03 Hazardous Waste Materials Update for information purposes only.

Carried

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

Resolution No. 10

Moved by: Brian Caddell

Seconded by: Gary Martin

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

Carried

9. NEW BUSINESS

- a. South Nation Conservation Storm Recovery Proposal

Resolution No. 11

Moved by: Jeff Manley

Seconded by: Michael Madden

THAT the Council of the Township of North Glengarry supports South Nation Conservation Authority's Storm Recovery Proposal and directs staff to draft a letter of support to be signed by the Mayor.

Carried

10. NOTICE OF MOTION

11. QUESTION PERIOD

12. CLOSED SESSION BUSINESS

13. CONFIRMING BY-LAW

- a. By-Law 06-2023

Resolution No. 12

Moved by: Gary Martin

Seconded by: Carma Williams

THAT the Council of the Township of North Glengarry receive By-law 06-2023; and

THAT Council adopt By-law 06-2023 being a By-law to adopt, confirm and ratify matters dealt with by Resolution; and

THAT By-law 06-2023 be read a first, second, third time and enacted in Open Council this 30th day of January 2023.

Carried

14. ADJOURN

Resolution No. 13

Moved by: Jacques Massie

Seconded by: Brian Caddell

THERE being no further business to discuss, the meeting was adjourned at 7:08pm

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor



STAFF REPORT TO COUNCIL

Report No: AD-2023-02

February 13, 2023

From: Sarah Huskinson, Chief Administrative Officer

RE: Community Outdoor Rink Project

Recommended Motion:

THAT the Council of the Township of North Glengarry approves the proposed location of the Community Outdoor Rink Project on the Glengarry Sports Palace parking lot.

Background / Analysis:

At the May 24, 2022 meeting, a delegation came to Council on a proposed Community Outdoor Rink Project in honour of Alain Larocque. Council was in support of the project at the time and instructed staff to begin conversations with the group.

Staff have continued to discuss the project with the group over the past several months regarding scope, location and funding. As a result, the group most recently approached Staff to discuss the possibility of a community organized and run outdoor rink on a township owned site. A location was proposed, attached to this report, in the parking of the Glengarry Sports Palace. Staff discussed the site and agreed its location to other community assets and the indoor arena complex was ideal. The group has raised over \$32,000 and with an approved site, intend to ramp up their fundraising efforts. The funding and construction of the rink, plus the maintenance will all be facilitated by the group. The commitment from the Township at this time would be the location only.

Alternatives:

Option 1: That Council approves the proposed location of the Community Outdoor Rink Project on the Glengarry Sports Palace parking lot.

Option 2 (not recommended): That Council does not approve the proposed location.

Financial Implications:

None.

Attachments & Relevant Legislation:

Proposed Outdoor Rink Location

Others Consulted:

Richard Decoste

Martin Savard

Reviewed and Approved by:

Sarah Huskinson, CAO/Clerk



STAFF REPORT TO COUNCIL

Report No: CS-2023-03

February 13, 2023

From: Anne Leduc – Director of Community Services

RE: Update to 2023 Community Grants

Recommended Motion:

THAT Council receives Staff Report No. CS-2023-02; and

THAT Council approves the Community Grant to the Glengarry Curling Club in the amount of \$1,850.00 payable through the Community Grant Program funding in the 2023 municipal budget.

Background / Analysis:

On December 12, 2022 Council approved \$17,860.00 to six organization under the Community Grant Program. Staff inadvertently omitted one application that was received within the application deadline by the Glengarry Curling Club. This organization is organizing celebrations under the “100 years of Curling and Community Engagement” banner. The major event is an indoor curling event in October 2023 at the Glengarry Curling Club, followed by a catered supper and band. This event is open to all and encourages individuals to discover curling’s heritage.

The request was reviewed by the Arts, Culture and Heritage Committee (ACHC) on February 6, 2023, and the members determined that the application met the requirements set out in the Community Grants Program selection criteria. The ACHC recommends to Council that this grant of \$1,850.00 be allocated to the Glengarry Curling Club which brings the total ask under the Community Grants Program to \$19,710.00. This amount remains within the \$25,000 funding envelope that was approved by Council on January 30, 2023 for the 2023 Community Grant Program.

Alternatives:

Option 1 – Recommended – That Council approves this resolution.

Or

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

Financial Implications:

Prior to the disbursement of any funds, community groups are required to sign a “Letter of Agreement” that will specify the terms and conditions of the Community Grants.

Funds would be disbursed through the 2023 Operating Budget - Community Grants GL 1-4-7000-5236.

Attachments & Relevant Legislation:

N/A

Others Consulted:

Kimberley Goyette – Director of Finance

Natalie Charette – Economic Development and Communications Officer
Arts, Culture and Heritage Committee

Reviewed and approved by:
Sarah Huskinson, CAO/Clerk



STAFF REPORT TO COUNCIL

Report No: CS-2023-04

February 13, 2023

From: Anne Leduc – Director of Community Services

RE: CIP extension request - 101 Centre Street, Alexandria

Recommended Motion:

THAT Council receives report CS-2023-04; and

THAT Council approves a six (6) month extension from February 9, 2023 to August 9, 2023 for Program B – Building Improvement Grant representing a matching grant of 50% up to a maximum of \$4,501.00 for two facades visible from the street, and for Program E – Building Permit Grant representing a grant equal to 100% of the eligible building permit fees to a maximum of \$213.00 for the Community Improvement Plan Project located at 101 Centre Street in Alexandria.

Background / Analysis:

On August 9, 2021, Council approved the following Community Improvement Plan Application for the property located at 101 Centre Street, in Alexandria:

- Program B – Building Improvement Grant representing a matching grant of 50%, up to a maximum of \$4,501.00 towards works on two (2) facades;
- Program C – Civic Address Grant representing one (1) civic sign provided by the municipality as part of its civic sign program;
- Program E – Building Permit Fee Grant representing a matching grant up to a maximum of \$213.00.

The property owners require the additional time to complete the painting of the porch and to close the building permit. At this time, the majority of the porch has been painted but a minor section needs to be completed. Afterwards, the Township will perform the final inspection to close out the building permit. Given that work will only be performed in the spring, the applicants have requested a six (6) month extension to complete the project. The estimated value of the project is \$9,215.00.

Alternatives:

Option 1: Recommended – THAT Council approves this resolution.

Or

Option 2: Not recommended – THAT Council declines this resolution.

Financial Implications:

The sum of \$4,714.00 was allocated by resolution of Council on August 9, 2021, for the property located at 101 Centre Street in Alexandria. There is no impact on the Community Improvement Plan Budget as allocated funds are kept aside from year to year.

Attachments & Relevant Legislation:

Staff Report CS-2021-19 CIP Application – 101 Centre Street, Alexandria ON, K0C 1A0, dated August 9, 2021 - <https://pub-northglengarry.escribemeetings.com/filestream.ashx?DocumentId=1289>

Others Consulted:

Kimberley Goyette – Director of Finance

Natalie Charette – Economic Development and Communications Officer
Arts, Culture and Heritage Committee

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk



STAFF REPORT TO COUNCIL

Report No: TR-2023-06

February 2, 2023

From: Kimberley Goyette – Director of Finance/Treasurer

RE: Borrowing Bylaw for two tandem trucks

Recommended Motion:

THAT Bylaw 02-2023, being a bylaw to authorize the borrowing of funds for financing capital (two tandem trucks); and

THAT By-law 02-2023 be read a first, second and third time and adopted in open Council.

Background / Analysis:

During the 2022 budget, Council approved the purchase of two tandem trucks for the North Glengarry Public Works Department in the upset amount of \$680,000, financed by long term debt.

The successful bidder of the tender came in with a bid of \$639,208.75 plus HST. The Township needs to borrow \$638,000 to finance these capital items. The remaining small balance will be absorbed in the operating budget.

At the Council meeting of January 9, 2023, passing of this bylaw was deferred pending further information. Administration has reviewed the sources of borrowing.

Royal Bank of Canada provides an interest rate of 5.2% over a 15 year amortization term with a term of 5 years. The term is shorter in hopes that interest rates would be lower upon renewal in 5 years. There are no additional fees and the funds could be provided in as little as two days. The annual cost of borrowing would be approximately \$61,000.

Infrastructure Ontario could provide funding as well. The interest rate provided would be 4.39% over a 15 year amortization term, but the term of the loan would also have to be 15 years locking that interest rate in for 15 years. Additional legal and administrative fees would be charged at approximately \$2,000. Funds can only be provided on the 1st and 15th of the month and it takes approximately one month to get the funding. The annual cost of borrowing would be approximately \$58,000, plus the \$2,000 in fees for a total of \$60,000 in year one.

Borrowing from reserves was considered, but these reserves are used for cash flow purposes. They provide funds in between the timing of expenses and timing of receipt of tax revenues and other grant funding.

Based on the alternatives considered, it is recommended that Council pass the borrowing bylaw to authorize borrowing from the Royal Bank of Canada.

Alternatives:

1. Council approves the attached borrowing bylaw. - Recommended
2. Council does not approve the attached borrowing bylaw. – Not recommended

Financial Implications:

At the beginning of 2023, three current borrowing agreements were paid in full freeing up approximately \$90,000 in long term debt payments. The addition of the \$61,000 annual fees for the tandem trucks still leaves the Township with less debt payments than in 2022.

Attachments & Relevant Legislation:

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

Bylaw 02-2023 is attached.

Others Consulted:

Royal Bank of Canada
Infrastructure Ontario
Welch LLP

Reviewed and approved by:
Sarah Huskinson, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
BYLAW NO. 02-2023

BEING A Bylaw of the Corporation of the Township of North Glengarry to authorize the financing of capital (two tandem trucks).

WHEREAS the *Municipal Act, 2001, c. 25*, Section 401(1) authorizes that a municipality may incur debt for the purposes of the municipality, whether by borrowing money or in any other way;

AND WHEREAS the Council of the Township of North Glengarry authorized the purchase of two tandem trucks in their 2022 capital budget;

AND WHEREAS the Council of the Township of North Glengarry has authorized that financing be obtained to purchase the tandem trucks for the North Glengarry Public Works Department;

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

- 1) That the financing of the capital project be financed for two A2023 Western Star 4700SF tandem trucks with the Royal Bank of Canada. The interest rate for this loan is estimated at 4.92% for a five (5) year interest term amortized over fifteen (15) years.
- 2) That the Mayor and Director of finance/Treasurer be authorized to sign all documentation to complete this transaction.

READ a first, second and third time and passed in Open Council this 13th day of February, 2023.

CAO/Clerk, Sarah Huskinson

Mayor, Jamie MacDonald

I hereby certify that the foregoing is a true copy of By-Law No. 02-2023, duly adopted by the Council of the Township of North Glengarry, on the 13th day of February, 2023.

Deputy Clerk

Date Certified



STAFF REPORT TO COUNCIL

Report No: FD 2023-01

February 13, 2023

From: Matthew Roy – Fire Chief

RE: Station 1 - Pick-Up - Procurement

Recommended Motion:

THAT Council of the Township of North Glengarry receives Staff Report No. FD 2023-01; and

THAT Council approves the purchase of a pick-up truck for Station 1 to an upset limit of \$65,000; and

FURTHER that Council authorizes Staff to single source the purchase of the pick-up from Edmonds Chevrolet GMC as per Section 21.1 of the Procurement Policy.

Background / Analysis:

During the 2023 budget deliberations, Council approved the purchase of a ½ ton truck for Station 1 – Alexandria in the amount of \$70,000. Staff initiated a search for the specific red ½ ton work pick-up truck from various manufactures. Vendors are experiencing high shortages in fleet pick-ups. Should staff undertake procuring through a request for tender, the delay would extend the delivery date of the vehicle to close to a year.

Staff have located a red 2023 Chev 1500 Work Truck (base model) from Edmonds Chevrolet GMC. Should staff undertake a request for tender, the only bidder would be Edmonds, as they are the only vendor with the pickup with the vehicle specifications which are required. As such, Staff are requesting that Council approve, as per Section 21.1 of the Procurement Policy, single sourcing the purchase of the pick-up to Edmonds. Sections 21.1 (a) and (c) are relevant to this report, from the procurement policy:

21.1 Where a Department Head deems it appropriate or in the best interest of the Township to acquire goods or services from a particular source or by negotiation with one or more vendors, the formal purchasing process may be waived by Council under the following conditions:

- a) The good or service is only available from a sole source.
- b) Extension of an existing contract would prove more cost-efficient or beneficial.
- c) When the required item is in short supply due to market conditions.

- d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.
- e) When two or more identical bids have been received.
- f) When no compliant or viable bids are received in a competitive process.

Alternatives:

1. Council approves the single source to Edmonds for the purchase of the pick-up to the upset amount of \$65,000.
2. Council denies the request and staff undertake a request for tender.

Financial Implications:

Council approved the purchase of a pickup in the amount of \$70,000 in the 2023 capital fleet budget and this purchase falls within these limits. Staff are requesting single source purchasing of the pick-up from Edmonds to an upset limit of \$65,000. The remainder of the budget will be utilized to equip the vehicle with emergency lighting.

Attachments & Relevant Legislation:

Procurement Policy

Others Consulted:

Kim Goyette – Director of Finance/Treasurer

Reviewed and approved by:
Sarah Huskinson, CAO/Clerk



STAFF REPORT TO COUNCIL

Report No: PW-202307

February 13, 2023

From: Timothy Wright Director of Public Works

RE: PW-202307 Drinking Water Reaccreditation Audit

Recommended Motion:

THAT Council of the Township of North Glengarry receives report PW-202307 for information purposes only.

Background / Analysis:

The purpose of the reaccreditation audit is to summarize the degree of compliance with North Glengarry's Drinking Water Quality Management System. It considers the Township's policies, objectives, and continual improvement processes. Comments include how suitable the objectives selected by North Glengarry appear to be in regard to maintaining customer satisfaction levels and providing other benefits with respect to policy and other external and internal needs. It also comments on the measurable progress we have made in reaching these targets for improvement.

The Township's external auditor was SAI Global who's audits are carried out within the requirements of SAI Global procedures. It also reflects the requirements and guidance provided in the international standards relating to audit practice such as ISO/IEC 17021-1, ISO 19011 and other normative criteria. SAI Global Auditors are assigned to audits according to industry, standard or technical competencies appropriate to the organization being audited.

The audit showed there was one minor non-conformance and two opportunities for improvement, as listed below:

- Minor Non-Conformance: incomplete construction reports. During construction the team would sometimes not complete the documentation correctly. Corrections noted were retraining on the paperwork which was documented and sent to the auditor.
- Opportunity for Improvement: streamline forms used to capture issues such as action items, best management practices and continual improvements; and streamline forms used to capture communication and review items, if possible to prevent duplication of work.
- Opportunity for Improvement: ensure ideas captured during emergency training tabletop exercises (debrief items) are documented as improvements or preventative actions to help track and implement items discussed, which will help demonstrate continual improvements.

For the Minor Non-Conformance, the Township sent a reply back to the auditors on Thursday, January 12th 2023.00We received a reply back from the auditors that our steps to correct the minor nonconformance are acceptable and they are recommending us for continued accreditation.

The opportunities for improvement have been taken into account and will be implemented in the documentation of the upcoming emergency management exercise.

Alternatives:

N/A

Financial Implications:

N/A

Attachments & Relevant Legislation:

2022 Audit Report

Others Consulted:

Angela Cullen, Waterworks Compliance Officer
Dean McDonald Environmental Services Manager

Reviewed and approved by:
Sarah Huskinson, CAO/Clerk

January 31, 2023

Project No.: 1631626-02

Mr. Dean McDonald
Environmental Services Manager
The Corporation of the Township of North Glengarry
3720 Country Road 34
RR2
Alexandria, ON
CAN K0C 1A0

SUBJECT: NONCONFORMANCE REPORT(S)

Dear Mr. McDonald,

Please find below the status of the non-conformance report(s) identified during the audit of your management system on 12/08/2022.

NCR No.	Clause	Description	Status
2022-01	5	Document and Records Control	Closed

Corrective actions taken to resolve the non-conformance(s) have been reviewed and found to be fully satisfactory in meeting the requirements of DRINKING WATER QUALITY MANAGEMENT STANDARD VERSION 2 - 2017. As a result your organization will be recommended for (continued) registration.

Thank you for your cooperation in this matter.

Sincerely,



Janet McKenzie
Team Leader



STAFF REPORT TO COUNCIL

Report No: PW202304

February 13, 2023

From: Timothy Wright Director of Public Works

RE: Sole Sourcing Report – Historic Items

Recommended Motion:

THAT Council of the Township of North Glengarry approves the purchasing process for the sole sourcing of the suppliers listed in appendix B subject to section 21 of the procurement policy for a total upset amount of \$ 558,058, as approved in the 2023 budget.

Background / Analysis:

North Glengarry maintains a procurement policy in order to maintain compliance with the Municipal Act, S.O. 2001, c. 25, Part VI, s. 270 to allow for an open transparent and accountable purchasing process that is fair and impartial while also obtaining the highest quality goods, services, or construction works in the most cost-effective manner.

Single-source purchasing is permitted under the procurement policy under certain circumstances specified under section twenty-one point one.

21. SINGLE SOURCE PURCHASING OR PURCHASING BY NEGOTIATION

21.1 Where a Department Head deems it appropriate or in the best interest of the Township to acquire goods or services from a particular source or by negotiation with one or more vendors, the formal purchasing process may be waived by Council under the following conditions:

- a) The good or service is only available from a sole source.
- b) Extension of an existing contract would prove more cost-efficient or beneficial.
- c) When the required item is in short supply due to market conditions.
- d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.
- e) When two or more identical bids have been received.
- f) When no compliant or viable bids are received in a competitive process.

Historically the items presented in this report have been sole-sourced, as the reasons were obvious. For example, changing the supplier of our chlorine gas could put the final treated water at risk. The purpose of this report is to formalize those sole sourcing arrangements to satisfy our procurement policy.

Alternatives:

N/A

Financial Implications:

All items identified in this report were approved in the 2023 budget process.

Attachments & Relevant Legislation:

Appendix A Sole Sourcing Budgets

Appendix B Sole Sourcing Items

Others Consulted:

Reviewed and approved by:
Sarah Huskinson, CAO/Clerk

Appendix A

Township of North Glengarry

Sole sourcing line items

Description	GL Code	Cost
NGWD-CHEMICALS	1-4-9200-2114	\$ 22,000.00
NGWT-CHEMICALS	1-4-9300-2114	\$ 30,000.00
NGS - CHEMICALS	1-4-9400-2114	\$ 5,000.00
NGWD-CHLORINE	1-4-9200-2116	\$ 2,500.00
NGWT-CHLORINE	1-4-9300-2116	\$ 25,000.00
NGS - CHLORINE	1-4-9400-2116	\$ 30,000.00
NGWT-COAGULENT	1-4-9300-2115	\$ 60,000.00
NGS - COAGULENT	1-4-9400-2115	\$ 47,000.00
NGWD-QMS AUDITING	1-4-9200-2201	\$ 3,500.00
NGWT-QMS AUDITING	1-4-9300-2201	\$ 2,400.00
NGWD-SAMPLING	1-4-9200-2540	\$ 500.00
NGWD - LOCATES	1-4-9200-4114	\$ 12,000.00
NGS - LOCATES	1-4-9400-4114	\$ 10,000.00
NGWT-EQUIPMENT MTCE	1-4-9300-2368	\$ 40,000.00
NGWD-GAS/OIL/DIESEL	1-4-9200-2400	\$ 10,000.00
RARE - GAS/OIL/DIESEL	1-4-4030-2400	\$ 4,500.00
ROADS-GAS/OIL/DIESEL	1-4-3101-2400	\$ 221,658.00
RARE - EQUIPMENT RENTAL/LEASING	1-4-4030-3010	\$ 32,000.00



Single Source Purchasing or Purchasing by Negotiation

Item Name: Lethality Wastewater Testing Service

Item GL: 1-4-9400-2540 Sampling

Supplier: AGAT Laboratories

Budget: \$7000

Sole Source Reasoning: 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

Explanation: This laboratory is the only lab in the area that is able to perform lethality wastewater testing. This testing is mandated by the MECP as well as the Federal legislation.

Possible Adverse Conditions: If unable to have the lethality testing completed, the Township would be out of compliance as per the ECA and federal legislation.



Single Source Purchasing or Purchasing by Negotiation

Item Name: Chlorine Gas

Item GL: 1-4-9300-2116, 1-4-9200-2116, 1-4-9200-2116 Chlorine

Supplier: Brenntag

Budget: \$57,500.00

Sole Source Reasoning: 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

Explanation: This product is used as the sole disinfectant for the Township's treated water. There has never been a supply issue with this supplier.

Possible Adverse Conditions: Switching suppliers for a like product would put the final treated water at risk. Shortage of product would prevent the Township from producing safe potable water and put user's health at risk.



Single Source Purchasing or Purchasing by Negotiation

Item Name: Water Testing Services

Item GL: 1-4-9300-2540 Sampling

Supplier: Caduceon

Budget: \$48,000

Sole Source 21.1 b) Extension of an existing contract would prove more cost-efficient or beneficial.

Reasoning: d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

Explanation: Caduceon is one of three accredited laboratories in the area that provide water/wastewater sampling. The laboratory provides a pickup service at the office. The laboratory is also within an hour drive if immediate sampling is required. There is a long-standing relationship with this laboratory and the Township has never received false negative results. Sample results are always returned promptly. We find these services beneficial and advise extending the existing contract.

Possible Adverse Conditions: Switching laboratory services could result in lengthier sample times putting water users at risk if contaminants are found to be present.



Single Source Purchasing or Purchasing by Negotiation

Item Name: Automation

Item GL: 1-4-9400-2368 Equipment Maintenance
1-4-9300-2368 Equipment Maintenance

Supplier: Capital Controls

Budget: \$45000

Sole Source Reasoning: 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

Explanation: All the Township's SCADA systems were installed by Capital Controls for ease of control. Capital Control have all the logistical and programming details required to control the Township's system if ever necessary.

Possible Adverse Conditions: Other contractors would need to dissect the programming to understand the logistics. They would be unfamiliar with how the system is currently programmed. There is a possibility of losing the ability to produce water or control pumps at the pumping stations if the SCADA system fails.



Single Source Purchasing or Purchasing by Negotiation

Item Name: Potassium Permanganate

Item GL: 1-4-9200-2114, 1-4-9300-2114, 1-4-9400-2114 Chemicals

Supplier: Cleartech

Budget: \$57,000.00

Sole Source Reasoning: 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

Explanation: This product is added to the raw water to control the manganese levels during winter months. It was determined that this product reduces the manganese levels to an acceptable level for the Township's water characteristics and flows.

Possible Adverse Conditions: Switching suppliers for a like product would put the final treated water at risk. Product shortages or supply chain issues could prevent the Township from producing safe water and put the user's health at risk.



Single Source Purchasing or Purchasing by Negotiation

Item Name: GeoTab

Item GL: 1-4-3101-2130

Supplier: DiCan

Budget: \$ 20,000

Sole Source Reasoning: 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

Explanation: The Township participated in a County-wide tender for AVL services in 2020. This included the installation of hardware into Township vehicles as well as software. To ensure compatibility with the existing software, the same hardware must continue to be installed in new vehicles.

Possible Adverse Conditions: Replacing the hardware with a like product may result in compatibility issues.



Single Source Purchasing or Purchasing by Negotiation

Item Name: Phosphate ENV24P10

Item GL: 1-4-9200-2114, 1-4-9300-2114, 1-4-9400-2114 Chemicals

Supplier: EnviroNord

Budget: \$57,000.00

Sole Source Reasoning: 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

Explanation: This product is added to the chlorinated water to control the phosphate levels in our aging distribution system. This product is proprietary to the firm doing the phosphate testing in the Township's distribution system. This chemical has been proven to be compatible through use with the current systems.

Possible Adverse Conditions: Switching suppliers for a like product would put the final treated water at risk. Shortage of product could prevent the Township from producing safe water and put the user's health at risk.



Single Source Purchasing or Purchasing by Negotiation

Item Name: DWQMS External Auditing

Item GL: 1-4-9200-2201 QMS Auditing
1-4-9300-2201 QMS Auditing

Supplier: Ewen MacDonald

Budget: \$5,900

Sole Source 21.1 b) Extension of an existing contract would prove more cost-efficient or beneficial.

Reasoning: d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

Explanation: There is a requirement for internal auditing as per the Drinking Water Quality Management Standard (DWQMS). The Township has tried various internal auditing options, without success. Recently the Township engaged Ewen MacDonald, a retired Director of Infrastructure, who is local to the area, qualified and cost effective. As Mr. MacDonald is retired, his schedule is more flexible and his rates are cost effective for a small municipality, we find these services beneficial and advise extending the existing contract.

Possible Adverse Conditions: If an auditor is not retained by the Township, the Township may not receive the water treatment accreditation. This would inhibit provincial licensing for producing and distributing drinking water, which would also have a negative cost effect, as a third party would need to be retained to operate the facilities. Using Mr. MacDonald's services on an annual basis would ensure the audits are being completed as per the requirements and would allow for accountability to ensure all items are being completed as per internal timelines.



Single Source Purchasing or Purchasing by Negotiation

Item Name: Ammonium Sulphate 41%

Item GL: 1-4-9200-2114, 1-4-9300-2114, 1-4-9400-2114 Chemicals

Supplier: FloChem

Budget: \$57,000.00

Sole Source Reasoning: 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

Explanation: This product is added to the chlorinated water to create a combined chlorine residual. This creates a more stable and longer lasting disinfectant with reduced potential for disinfectant by-product. The combination of the chlorine and this particular ammonium sulphate product has been very efficient to ensure a long-lasting disinfectant in our aging water distribution system.

Possible Adverse Conditions: Switching suppliers for a like product would put the final treated water at risk. Shortage of product would prevent the Township from producing safe potable water and put user's health at risk.



Single Source Purchasing or Purchasing by Negotiation

Item Name: Generac Generator Maintenance

Item GL: 1-4-9400-2368 Equipment Maintenance

Supplier: JC Cayer Enterprises

Budget: \$40000

Sole Source 21.1 d) When it is necessary to ensure compatibility with existing products or to

Reasoning: avoid violating warranty/guarantee requirements when service is provided.

Explanation: In the past, the Township made the decision to exclusively install Generac generators at all locations where standby power is required. This was in part due to the dependability of the units and the service provided. The only local authorized dealer is JC Cayer Enterprises.

Possible Adverse If a non-authorized dealer works on the unit during the warranty period, it may
Conditions: void the warranty. Other dealers may not be able to access the proper parts required for repairs or replacement. This could result in delays when repairs are required. Prolonged loss of power could result in sewage overflow into the environment.



Single Source Purchasing or Purchasing by Negotiation

Item Name: Spot Repairs

Item GL: 1-4-9400-2163 Sewer Line Repairs

Supplier: Hydrocam

Budget: \$24,000

Sole Source Reasoning: 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

Explanation: The Township often engages the services of a local contractor to CCTV sanitary lines. During these videos, if any major deficiencies are found, Hydrocam has the capability to dispatch a crew to repair them immediately. This is ideal as they are aware of the issues and the necessary equipment is already on site.

Possible Adverse Conditions: If a major break or collapse is found and repairs are not completed immediately, there is the possibility of a sewage backup in residents' basements.



Single Source Purchasing or Purchasing by Negotiation

Item Name: PAX XL-6

Item GL: 1-4-9300-2115 Coagulant

Supplier: Kemira

Budget: \$57,000

Sole Source Reasoning: 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

Explanation: This product is used as the main coagulant for the Township's treated water. Years of adjusting dosages to maximize efficiency at different temperatures and conditions has led to the optimum dosages for water conditions and water plant design. The supplier has been on site over the years, to ensure products are being used at the proper dosages. There has never been a supply issue with this supplier.

Possible Adverse Conditions: Switching suppliers for a like product would put the final effluent treated water at risk, if the product does not react similarly with our coagulant aid, water plant design and flows. Shortage of product would prevent the Township from producing safe potable water and put user's health at risk.



Single Source Purchasing or Purchasing by Negotiation

Item Name: PAX XL-8

Item GL: 1-4-9400-2115 Coagulant

Supplier: Kemira

Budget: \$50,000

Sole Source Reasoning: 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

Explanation: This product is used as the main coagulant for the Township's treated wastewater. Years of adjusting dosages to maximize efficiency at different temperatures and conditions has led to the optimum dosages for water conditions and lagoon plant design. The supplier has been on site over the years, to ensure products are being used at the proper dosages. There has never been a supply issue with this supplier.

Possible Adverse Conditions: Switching suppliers for a like product would put the final effluent treated wastewater at risk of not meeting set effluent limits dictated by the Township's ECA. Product shortages or supply chain issues could prevent the Township from meeting the parameters for discharging wastewater and could negatively affect downstream water users.



Single Source Purchasing or Purchasing by Negotiation

Item Name: Clear and coloured fuel

Item GL: 1-4-9200-2400, 1-4-3101-2400, 1-4030-3101 Gas/Oil/Diesel

Supplier: MacEwan Petroleum

Budget: \$236,158.00

Sole Source 21.1 b) Extension of an existing contract would prove more cost-efficient or beneficial.

Reasoning: d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

Explanation: The Township's various facilities are equipped with MacEwan's fueling tanks and we receive good service in terms of timing and maintenance of the tanks that we find beneficial to our more critical services that rely on diesel

Possible Adverse Conditions: Switching suppliers would necessitate the changing of the fuel tanks and would represent an unknown quantity when it comes to the timing of repair and refilling services for our more critical operations such as snow plowing



Single Source Purchasing or Purchasing by Negotiation

Item Name: SF 50

Item GL: 1-4-9200-2114, 1-4-9300-2114, 1-4-9400-2114 Chemicals

Supplier: Northland

Budget: \$57,000.00

Sole Source Reasoning: 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

Explanation: This product is used as the main polymer for the Township's treated water. Years of adjusting dosages to maximize efficiency at different temperatures and conditions has led to the optimum dosages for water conditions. The supplier has been on site over the years, to ensure products are being used at the proper dosages. There has never been a supply issue with this supplier.

Possible Adverse Conditions: Switching suppliers for a like product would put the final effluent treated water at risk as the chemical charge of certain polymers will not be compatible with the Township's source water.



Single Source Purchasing or Purchasing by Negotiation

Item Name: DWQMS External Auditing

Item GL: 1-4-9200-2201 QMS Auditing
1-4-9300-2201 QMS Auditing

Supplier: SAI Global

Budget: \$3,000

Sole Source Reasoning: 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

Explanation: There is a requirement for external auditing as per the Drinking Water Quality Management Standard (DWQMS). The Township entered a 3-year contract with SAI Global, which covers a full audit cycle of one reaccreditation audit followed by two surveillance audits, based on our historical working relationship. Currently there are only two companies accredited to complete external audits on drinking water systems in Ontario. We find these services beneficial and advise extending the existing contract.

Possible Adverse Conditions: SAI Global has completed external audits for the Township since 2012 and switching contractors could affect the current auditing cycles. This may cause a non-conformance with regulatory requirements. If the contract is broken before the renewal period, there may be an additional cost.



Single Source Purchasing or Purchasing by Negotiation

Item Name: Prominent Pumps

Item GL: 1-4-9400-2368 Equipment Maintenance
1-4-9300-2368 Equipment Maintenance

Supplier: SCG Process

Budget: \$40,000

Sole Source Reasoning: 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

Explanation: In the past, the Township made the decision to exclusively carry Prominent pumps. The Township has since begun to change suppliers to carry different brands of pumps. However, all present Prominent pumps and controls are proprietary to SCG Process and parts cannot be purchased except at a Prominent dealer.

Possible Adverse Conditions: Lack of availability of parts could cause pumps to not perform and result in the improper dosing control of the Township's water system. Improper dosing can cause a health hazard to water users.



STAFF REPORT TO COUNCIL

Report No: PW-2023-05

February 13, 2023

From: Timothy Wright, Director of Public Works

RE: Joint Tendering Report

Recommended Motion:

THAT Council approves the joint tender approach with the United Counties of Stormont Dundas and Glengarry for the items listed in table A,

And THAT Council agrees to the terms and conditions of the joint tender agreement with the County, which does not include an opt-out clause for the items listed.

Background / Analysis:

Increasingly the partnership between our Township and the United Counties of Stormont Dundas and Glengarry (SDG) has been providing more and more opportunities to standardize and collaborate on joint tendering opportunities. North Glengarry historically participates in several of the joint tendering opportunities as we receive the very best pricing when we can combine volumes with the County and other neighbouring municipalities. The procurement requirements of advertising and performing the tender itself are carried out through SDG or one of the lower-tier municipalities that take on the tender.

The joint tendering opportunities are excellent value for the taxpayer dollar as we cannot compete with the vast quantities that the County can put up for bid. Our work also gets the benefit of County staff to assist in supervising and directing the work as well as lending their technical knowledge and industry experience.

The downside is that once we have committed to the joint tender, as a condition of our participation, North Glengarry will not have the option to opt out of the tender once it has been issued and a report will not come back to the Council for final approval unless we have the circumstance that the bids far exceed the estimate and budget.

Table A describes the line items that public works recommend partnering with.

Table A – Joint Tender Items		
<u>Item</u>	<u>GL code</u>	<u>Budget</u>
Bridge Spraying	1-4-3011-2125	\$10,000
Dust Suppressant	1-4-3045-5205	\$145,000.00
Hardtop Sweeping	1-4-3046-5194	\$30,000.00
Salt Supply	1-4-3055-5125	\$91,000.00
Weed Spraying	1-4-3101-4105	\$10,000.00
Hot mix work	1-5-3101-8000 RINEED	\$803,784.77
Culvert Lining	1-5-3101-8000 CULVRT	\$50,000.00
Tandem Truck #72	1-5-3000-8000 RE #72	\$380,000.00
Disc Mowers	1-5-3001-8000 RE #MOWER	\$35,000.00
Stormwater Management Plan (Partial)	1-5-3101-8000 SWPLAN	145,000.00

Alternatives:

N/A

Financial Implications:

No change to the 2023 budget

Attachments & Relevant Legislation:

Others Consulted:

Ben De Haan – Director of Transportation Services
Dana Grant – Construction Supervisor Roads SDG
Michel Cuerrier – Manager of Transportation NG
Zoe Bougie – Public Works Specialist NG

Reviewed and approved by:
Sarah Huskinson, CAO/Clerk



STAFF REPORT TO COUNCIL

Report No: PW-2023-06

February 13, 2023

From: Timothy Wright, Director of Public Works

RE: Detailed Roads Needs Study Workplan for 2023

Recommended Motion:

THAT Council of the Township of North Glengarry approves the Roads Capital Workplan for 2023 as per appendix A.

Background / Analysis:

In general, the roads selected for resurfacing each year are based on a Road Needs Study (RNS). While the study provides an overview and a basis for a maintenance plan, it is only a surface-level inspection and recommends further geotechnical and spatial information gathering as the projects come up.

As such the detailed investigations carried out in 2022 for 2023 revealed the road planned to be rehabilitated for 1.5 million would require another 1.2 million to strengthen the base of the road. As this work is cost-prohibitive, Public Works has explored the alternate roads suggested in the 2021 RNS.

Due to the small size, and light traffic loading of these alternate roads, the detailed investigations required were able to be performed in partnership with the County. The investigations involved the assessment of the constructed drainage conditions in the project area and concluded that with the addition of some concrete curb work and regarding the work can be performed within acceptable parameters.

Additionally, as a larger strategy to make the expenditure of funds more efficient, any road in the project area that could benefit from a resurfacing was also placed into the project plan even if not on the RNS for a while. This is to minimize mobilization costs from the contractor. The more centralized our work area is, the less the contractor has to carry for travel.

The other departure from the RNS is correlating road rehabilitation with water rehabilitation work. It is a Public Works strategy to have a road resurfaced after a major services rehabilitation has taken place. During a project of that nature, the road surface is left fractured and requires resurfacing, to avoid surface water infiltration and avoid degradation of the sub-base.

Procurement

All of the hot mix items in Appendix A, items 1 to 17 are estimated as part of a joint tender with the United Counties of Stormont Dundas and Glengarry (SDG). The procurement requirements of advertising and performing the tender itself are carried out through SDG.

The joint tendering opportunities are excellent value for the taxpayer dollar as we cannot compete with the vast quantities that the County can put up for bid. Our work also gets the benefit of County staff to assist in supervising and directing the work as well as lending their technical knowledge and industry experience.

The downside is that once we have committed to the joint tender, as a condition of our participation, North Glengarry will not have the option to opt out of the tender once it has been issued and a report will not come back to the Council for final approval unless we have the circumstance that the bids far exceed the estimate and budget.

Items 18, 19 and 20 are for allowances for the investigation of 2024's roads so that at this time next year we have a full set of bid documents to ensure that next year's roads are completed to North Glengarry's standards.

The remainder of the funds, if not required to pay for higher-than-expected asphalt content prices or unexpected conditions, is proposed to be put aside in a reserve for rehabilitation of McCormick Road either as a local road or a County road.

Alternatives:

N/A

Financial Implications:

No change to the 2023 budget

Attachments & Relevant Legislation:

N/A

Others Consulted:

Ben De Haan – Director of Transportation Services

Dana Grant – Construction Supervisor Roads SDG

Michel Cuerrier – Manager of Transportation NG

Zoe Bougie – Public Works Specialist NG

Reviewed and approved by:
Sarah Huskinson, CAO/Clerk

Appendix A

Detailed Road Needs Study Workplan

Township of North Glengarry

Report #: PW-202307

Date: 08-Feb-23

Detailed Road Needs Study Workplan		
No.	Description	Estimate
1	Rigaud Street - From SDG 10 to Sauve Street. (585m)	\$ 81,548.01
2	Sauve Street - From SDG 23 easterly to Chisholm Street (175m)	\$ 24,920.34
3	Dashney Street - From SDG 23 to Chisholm Street. (175m)	\$ 29,754.41
4	Chisholm Street - From SDG 10 to Dead End. (405m)	\$ 127,908.21
5	Hope Lane - From SDG 10 to Dead End. (100m)	\$ 16,573.95
6	Clara Street - From SDG 10 to Seguin Mill Street (75m)	\$ 11,315.89
7	Seguin Mill Street - From Clara Street to Irvine Street (210m)	\$ 27,623.25
8	Irvine Street - From SDG 10 to the Water Treatment Plant (100m)	\$ 15,061.63
9	Annie Street - From SDG 10 to Seguin Mill Street (75m)	\$ 14,216.33
10	Florence Street - From SDG 23 northerly to Dead End (450m)	\$ 62,902.31
11	Emma Lane - From Florence Street easterly to Dead End (280m)	\$ 39,446.00
12	Fox Lane - From SDG 10 northerly to Dead End (100m)	\$ 15,942.79
13	London Lane - From SDG 10 northerly to Dead End (105m)	\$ 16,702.43
14	Community Centre Overlay	\$ 11,894.00
15	Tobin Street - From SDG 34 southerly for 420m	\$ 163,925.70
16	Township Yard effected by Tobin st water project	\$ 62,049.52
17	AC variable	\$ 82,000.00
18	Engineering allowance for 2024 roads	\$ 20,683.00
19	Geotechnical drilling for 2024 roads	\$ 9,887.50
20	Surveying allowance for 2024 roads	\$ 20,000.00
	2023 TOTAL	\$ 854,355.27
	Roads Needs Study Work	\$ 1,416,868.00
	Estimated amount to be transferred to McCormick Road Reserve at the end of 2023	\$ 562,512.73



Hot Mix Scope Identified in RED

	UNIMPROVED ROAD ALLUVIUM
	WATER BODIES
	HIGHWAY
	COUNTY ROADS
	LOCATION WHERE SECTION NUMBER CHANGES ON ROAD
	TOWNSHIP BOUNDARY

The map shows a section of St. John's, Newfoundland, with the Mill Pond to the west. Key streets include Leroy St. (W. 345), McDougal St. (W. 345), Lindsay St. (E. 354), and various residential streets like Trochette St., Margaret St., St. George St., Elm St., Kensington St., and Front St. Lot numbers are provided for many of the properties. A red arrow points to a lot on Front St. near the intersection with Vines St. and the Mill Pond. The map also shows the location of the Mill Pond and the surrounding area, including the West Boundary Rd. and the East Boundary Rd.

[illegible]

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					DATE
					JOB
					ORDERING NO.
No.		REVISIONS		DATE	BY

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 07 - 2023
FOR THE YEAR 2023**

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

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

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

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

1. **THAT** the action of the Council at its regular meeting of February 13, 2023 in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law and;
2. **THAT** the Mayor and the proper officers of the Township of North Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.
4. **THAT** where a “Confirming By-law” conflicts with other by-laws the other by-laws shall take precedence. Where a “Confirming By-Law” conflicts with another “Confirming By-law” the most recent by-law shall take precedence.

READ a first, second and third time, passed, signed and sealed in Open Council this 13 day of February 2023.

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 07-2023, duly adopted by the Council of the Township of North Glengarry on the 13 day of February 2023.

Date Certified

CAO/Clerk / Deputy Clerk