

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

Monday, February 26, 2024, 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 - February 12 2024
- 5. DELEGATION(S)**
- 6. STAFF REPORTS**
 - a. Administrative Department
 1. Sponsorship Request 75th edition Glengarry Highland Games
 2. Amending of Integrity Commissioner Agreement
 - b. Community Services Department
 1. Ontario Trillium Foundation Grant – Glengarry Sports Palace
 2. Opening of HGMH Pool to the public
 - c. Planning/Building & By-law Enforcement Department
 1. Zoning By-law Amendment No. Z-18-2023
 2. Official Plan Amendment No. 21 and Zoning Amendment Z-19-2023
 3. Road Widening By-law No. 11-2024 – Bureau Road, Alexandria
 4. Road Widening By-law No. 12-2024 – Mechanic Street East, Maxville
 - d. Fire Department
 - e. Public Works Department
 1. Annual Drinking Water Systems Reports for Alexandria and Glen Robertson
- 7. UNFINISHED BUSINESS**
- 8. CONSENT AGENDA**

9. NEW BUSINESS

10. NOTICE OF MOTION

Next Regular Public Meeting of Council

Monday March 11, 2024 at 6:00 p.m. in the Council Chambers, 3720 County Road 34, Alexandria, Ontario.

Note: Meetings are subject to change or cancellation.

11. QUESTION PERIOD

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

12. CLOSED SESSION BUSINESS

As this matter deals with a proposed or pending acquisition or disposition of land by the municipality or local board they may be discussed in closed session under sections 239 (2)(c) of the *Ontario Municipal Act*;

And adopt the minutes of the Municipal Council Closed Session meeting of February 12th 2024

13. CONFIRMING BY-LAW

- a. By-law No. 14-2024

14. ADJOURN

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

Monday, February 12, 2024, 6:00 p.m.

Council Chamber

3720 County Road 34

Alexandria, On. K0C 1A0

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

REGRETS: Deputy Mayor: Carma Williams
Councillor: Jacques Massie

ALSO PRESENT: CAO/Clerk: Sarah Huskinson
Deputy Clerk: Jena Doonan
Director of Community Services: Anne Leduc
Director of Public Works: Timothy Wright

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

Resolution No. 1

Moved by: Brian Caddell

Seconded by: Gary Martin

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday February 12th, 2024

Carried

- 4. ADOPTION OF PREVIOUS MINUTES**

Resolution No. 2

Moved by: Gary Martin

Seconded by: Jeff Manley

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

Special Meeting of Council - January 29th, 2024

Regular Meeting of Council - January 29th, 2024

Carried

5. **DELEGATION(S)**

6. **STAFF REPORTS**

a. Administrative Department

1. By-law 09-2024 to delegate signing authority for the Community Emergency Preparedness Grant

Resolution No. 3

Moved by: Jeff Manley

Seconded by: Michael Madden

THAT the Council of the Township of North Glengarry receives staff report AD-2024-02; and

THAT the Council of the Township of North Glengarry approves By-law 09-2024, being a by-law to delegate signing authority to the Chief Administrative Officer to authorize the signing of the Community Emergency Preparedness Grant (CEPG) application and other documents related to grant which binds the municipality to the Province, and that By-law 09-2024 be read a first, second, third time and enacted in Open Council this 12th day of February 2024.

Carried

b. Community Services Department

1. CIP Application – 69 St Paul Street, Alexandria ON

Resolution No. 4

Moved by: Michael Madden

Seconded by: Brian Caddell

THAT the Council of the Township of North Glengarry receives Staff Report CS-2024-05; and

THAT the Council Township of North Glengarry approves the Community Improvement Plan Project at 69 St Paul Street Alexandria, Ontario, as submitted by the Executive Director, Diane Dupuis, delegated signing authority.

- Program B – Building Improvement Grant representing a matching grant of 50% up to a maximum of \$7,500.00 for two façades visible from the street.
- Program E – Building Permit Grant representing a grant equal to 100% of the eligible building permit fees to a maximum of \$713.87.

Total Grants: \$8,213.87

Carried

c. Public Works Department

1. Patching Hot Box Trailer

Resolution No. 5

Moved by: Brian Caddell

Seconded by: Gary Martin

THAT the Council of the Township of North Glengarry receives staff report PW-2024-05; and

THAT the Council of the Township of North Glengarry authorizes the purchase of a Patching Hot Box Trailer from INSTA-MIX in the amount of \$51,790.00 + HST

Carried

2. Waterworks 2024 Planning

Resolution No. 6

Moved by: Brian Caddell

Seconded by: Jeff Manley

THAT the Council of the Township of North Glengarry accepts staff report PW-2024-04 Waterworks Planning; and

THAT the Council of the Township of North Glengarry approves the budget transfers in table one (1)

Carried

3. Award of Public Works Unit Replacements

Resolution No. 7

Moved by: Jeff Manley

Seconded by: Michael Madden

THAT the Council of the Township of North Glengarry receives staff report PW-2024-06; and

THAT the Council of the Township of North Glengarry authorizes the purchase of three (3) unit replacements from Surgenor Ottawa in the amount of \$49,880 + HST each

Carried

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

Resolution No. 8

Moved by: Michael Madden

Seconded by: Brian Caddell

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

Carried

9. NEW BUSINESS

10. NOTICE OF MOTION

11. QUESTION PERIOD

12. CLOSED SESSION BUSINESS

Resolution No. 9

Moved by: Brian Caddell

Seconded by: Gary Martin

Proceed "In Closed Session",

As this matter deals with personal matters about an identifiable individual, including municipal or local board employees they may be discussed in closed session under sections 239 (2)(b) of the *Ontario Municipal Act*);and

As this matter deals with a proposed or pending acquisition or disposition of land by the municipality or local board they may be discussed in closed session under sections 239 (2)(c) of the *Ontario Municipal Act*); and

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*);

Carried

Resolution No. 10

Moved by: Michael Madden

Seconded by: Brian Caddell

THAT we return to the Regular Meeting of Council at 7:39 p.m

Carried

13. CONFIRMING BY-LAW

Resolution No. 11

Moved by: Gary Martin

Seconded by: Jeff Manley

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

THAT By-law 10-2024 be read a first, second, third time and enacted in Open Council this 12th day of February 2024.

Carried

14. ADJOURN

Resolution No. 12

Moved by: Jeff Manley

Seconded by: Michael Madden

THERE being no further business to discuss, the meeting was adjourned at 7:41 p.m.

Carried

CAO/Clerk

Mayor/Deputy Mayor



STAFF REPORT TO COUNCIL

Report No: AD-2024-03

February 12, 2024

From: Sarah Huskinson – Chief Administrative Officer

RE: Sponsorship Request 75th edition Glengarry Highland Games

Recommended Motion:

THAT Council receives staff report AD-2024-03; and

THAT Council approves a one-time additional sponsorship amount of \$7,000 to support the 75th edition of the Glengarry Highland Games in addition to the already approved 2024 contribution of \$3,000 from GL 1-4-7000-5249 – Contribution to Highland Games. If required, the amount of \$7,000 would be funded through the Working Reserves during the closing exercises for the 2024 budget.

Background / Analysis:

On January 29, 2024, the Township of North Glengarry approved a contribution of \$3,000 towards the Glengarry Highland Games under GL 1-4-7000-5249 in its 2024 Operating Budget. Staff received a request from the Glengarry Highland Games asking Council to consider increasing this contribution to \$10,000 to support enhanced festivities this year as they are celebrating the 75th edition of the Games. Some of these enhanced festivities would include:

- New 75th Games logo
- Guinness World Record for largest drumming fanfare
- Heavyweights World's Championship
- Greetings from around the world video
- New cycling event
- Enhanced Tattoo headliner
- Replace village banners
- Instal onsite signage & directional mapping
- Replace Tattoo castle
- Invite World Drum Major
- Return of skydivers
- Enlarge Wee Bairns area
- Enhance printed program to highlight historic items/stories
- Enhance parking lot shuttles

Staff has received confirmation that this same request from the Glengarry Highland Games for \$10,000 in increased funding was forwarded to the Township of South Glengarry and approved at their Council meeting on February 5th, 2024.

Given the economic impact resulting from the Glengarry Highland Games, staff recommends that Council approves a one-time increased donation from \$3,000 to \$10,000. This total amount would be recorded under GL 1-4-7000-5249 – Contribution to Highland Games and, if required, the additional one-time \$7,000 sponsorship would be funded through the Township's Working Reserves at the close-out of the 2024 budget.

Alternatives:

Option No 1 – Recommended – THAT Council approves a one-time increase in sponsorship from \$3,000 to \$10,000 to the Glengarry Highland Games for their 75th edition of the Games;

OR

Option No 2 – Not Recommended – THAT Council declines the additional one-time sponsorship of \$7,000.

Financial Implications:

Council has approved \$3,000 in GL 1-4-7000-5249 – Contribution to Highland Games in its 2024 Operating Budget which was passed on January 29, 2024.

The one-time additional sponsorship of \$7,000 would be recorded under GL-1-4-7000-5249 and, if required, funded through the Working Reserves during the closing exercises for the 2024 budget.

Attachments & Relevant Legislation:

Attached - Letter from the Glengarry Highland Games

Others Consulted:

Anne Leduc – Director of Community Services
Zoe Bougie – Director of Finance

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk



STAFF REPORT TO COUNCIL

Report No: AD-2024-04

February 26, 2024

From: Sarah Huskinson, Chief Administrative Officer

RE: Amending of Integrity Commissioner Agreement

Recommended Motion:

THAT Council approves the amending agreement for integrity commissioner services with Cunningham Swan Carty Little & Bonham LLP,

And THAT Bylaw 13-2024, being a by-law for an Amending Agreement – Integrity Commissioner, be read a first, second and third time and adopted in open Council.

Background / Analysis:

Section 223.3 of the Municipal Act, enables a municipality to appoint an "Integrity Commissioner" to address the application of the Code of Conduct for elected officials. In addition, the legislation provides that the Integrity Commissioner can be delegated any or all of the policy matters surrounding the enforcement of Codes of Conduct for elected officials. In addition, section 223.4, an Integrity Commissioner has the power to deal with requests to investigate suspected contraventions of the Code of Conduct and the Municipal Conflict of Interest Act, has the right of free access to all records of a municipality, or a Councillor.

In 2019, Council approved a contract with Cunningham Swan Carty Little & Bonham LLP for the services of the Integrity Commissioner. Tony Fleming, of this firm, has been utilized in this capacity over the last number of years, by North Glengarry and also the lower and upper tier municipalities in SDG.

The Clerks in SDG have been discussing the renewal of the agreement, which expires at the end of this month. The group is recommending their individual Councils' renewal of the agreement with Mr Fleming and his firm.

Alternatives:

Option 1: That Council approves the amending agreement with Cunningham Swan Carty Little & Bonham LLP.

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

Financial Implications:

There is no annual cost to this agreement, as the services are on an as-needed basis. The cost per hour is \$295 per hour, which is consistent with the original contract.

Attachments & Relevant Legislation:

By-law 13-2024 Amending Integrity Commissioner Agreement

Others Consulted:

Upper and Lower Tier Clerks in SDG

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk

AMENDING AGREEMENT - INTEGRITY COMMISSIONER SERVICES

This Agreement dated this ____ day of _____, 2024.

BETWEEN:

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
(hereinafter referred to as the “the Township”)**

- and -

**CUNNINGHAM SWAN CARTY LITTLE & BONHAM LLP
(hereinafter referred to as “the Consultant”)**

WHEREAS, the Township and the Consultant (together the “Parties”) did enter into an agreement for the Consultant to provide independent integrity commissioner services to the Township commencing March 1st, 2019 (the “Original Agreement”) and concluding February 28th 2024;

AND WHEREAS, the Parties wish to renew the Agreement on the same terms and conditions as the Original Agreement subject only to the express amendments set out in this Agreement.

NOW THEREFORE, in consideration of the covenants, terms and conditions contained herein, the Township and the Consultant agree to amend the Original Agreement by deleting section 3 and section 5 of the Original Agreement and replacing those provisions with the following new section 3 and section 5:

Term of the Agreement

3. The Consultant’s appointment pursuant to this Amending Agreement is extended for a further five years, unless terminated earlier in accordance with this clause:
 - a. The Township may be released from the Agreement at any time, with thirty (30) days written notice.
 - b. The Consultant shall provide thirty (30) days written notice to the Township of his

intention to resign as the Township's Integrity Commissioner and his resignation shall only be effective at the expiry of the notice period.

Renewal

- 5. The Consultant's appointment pursuant to the Amending Agreement may be renewed for a further five (5) years, on the same terms as on the mutual agreement of the Parties.

The Parties have executed this Amending Agreement this _____ day of _____, 2024.

THE TOWN

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Name:
Title:

Name: Sarah Huskinson
Title: Clerk

We have the authority to bind the corporation.

CONSULTANT

CUNNINGHAM, SWAN, CARTY, LITTLE & BONHAM LLP

Tony Fleming

"I have the authority to bind the Corporation."

**THE CORPORATION
OF THE TOWNSHIP OF NORTH GLENGARRY**

BY-LAW No. 13-2024

BEING a by-law to assign the duties of the Integrity Commissioner of the Township of North Glengarry for a five year term commencing March 1 2024.

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

AND WHEREAS the Municipal Act, 2001, as amended, requires the Municipality to appoint an Integrity Commissioner or to assign the duties of Integrity Commissioner to an Integrity Commissioner of another municipality.

AND WHEREAS the United Counties of Stormont, Dundas and Glengarry have entered into an agreement with Cunningham, Swan, Carty, Little & Bonham LLP, and specifically Tony Fleming to be the Integrity Commissioner for the County;

NOW THEREFORE the Council of the Corporation of the Municipality of North Glengarry enacts as follows:

1. That the duties and responsibilities of the Integrity Commissioner be assigned to the Integrity Commissioner of the United Counties of Stormont, Dundas and Glengarry, being Tony Fleming of Cunningham, Swan, Carty, Little & Bonham LLP.
2. That upon assignment of duties and responsibilities, Tony Fleming, of, Cunningham, Swan, Carty, Little & Bonham LLP will have all the functions, powers and duties of an Integrity Commissioner as set out in the Municipal Act, and in addition such functions, powers and duties as may be assigned by Council from time to time.
3. That the Municipality of North Glengarry hereby indemnifies and save harmless the Integrity Commissioner or any person acting under the instructions of the Integrity Commissioner for costs reasonably incurred in connection with the defense of a proceeding, if the proceeding relates to an act done in good faith in the performance or intended performance of a function, duty or authority of the Municipal Act, or a By-law passed thereunder, or an alleged neglect or default in the performance in good faith of the function, duty or authority.
4. That all actions taken and required to be taken by the Mayor and Clerk to complete this matter, including the execution of an Agreement and any other associated documentation are hereby authorized, confirmed and ratified.

AND that By-law No.33-2019 be Rescinded.

READ a first, second and third time and enacted in open Council, this 26th day of February 2024.

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify this to be a true copy of By-law No. 13-2024 and that such by-law is in full force and effect.

Date Certified

CAO/Clerk / Deputy Clerk



STAFF REPORT TO COUNCIL

Report No: CS-2024-06

February 26, 2024

From: Anne Leduc – Director of Community Services

RE: Ontario Trillium Foundation Grant – Glengarry Sports Palace

Recommended Motion:

THAT Council receives the Staff Report No. CS-2024-06; and

THAT Council directs staff to apply to the Ontario Trillium Foundation Capital Grant Stream for the refurbishment of the Glengarry Sports Palace's Community Hall Bathrooms up to a maximum amount of \$200,000.00; and

THAT Council approves funding \$48,000.00 through the Working Reserves.

Background / Analysis:

The Ontario Trillium Foundation announced the intake of the Capital Grant Stream as of February 7, 2024, with an application deadline of March 6, 2024, at 5 PM ET.

In the Capital grant stream, the Ontario Trillium Foundation funds projects that update buildings, enhance spaces, and purchase fixed and non-fixed equipment so people and communities can thrive.

The project objectives include the following:

- Maintain or increase access to a program or service;
- Extend the life of a facility or space;
- Improve a facility or space to make it more accessible;

Funding requests for projects is a minimum of \$10,000 but cannot exceed \$200,000 and projects must be completed prior to March 31, 2025.

In 2022, the Glengarry Sports Palace underwent a large refurbishment which, due to financial constraints, excluded the second-floor bathrooms adjacent to the Community Hall, and the players change rooms.

At the end of the construction project, Council directed staff to bring forward grant opportunities to continue with the renovations in the facility.

Using the Class A estimates that BBA Engineering supplied back in 2021, the cost to refurbish the players' change rooms was \$873,000.00 which, even with a \$200,000.00 grant from the Ontario Trillium Foundation, would be unsustainable for the municipality.

Using the same estimates, the cost for the second-floor bathroom reconstruction came to \$273,000.00 which better aligns with the Ontario Trillium Foundation Capital Grant. We acknowledge that BBA's prices were slightly high back in 2021 but do know that contractors have increased their labor and material costs since that time.

Staff discussed a strategy to bring costs down on the front end of the project which would involve contracting the asbestos abatement locally, and demolishing the steel bathroom partitions and counters ourselves. Staff would rent a dumpster from Mayer to dispose of the construction waste.

Based on that, we estimate that the initial cost for the project can be reduced by \$25,000.00 to \$248,000.00. The Ontario Trillium Foundation Grant covers up to a maximum of \$200,000.00 leaving \$48,000.00 as the portion to be paid by the municipality.

This project is shovel ready since the municipality had the foresight to contract BBA in 2022 to move forward with the engineering designs for bathrooms on the second floor. In addition, this type of construction can be accomplished in a short period of time, well ahead of the March 31, 2025 deadline, so therefore well poised to be a successful application.

The municipality also has a successful track record completing OTF projects in the past.

Alternatives:

Option 1 – Recommended – That Council directs staff to apply to the Ontario Trillium Foundation Capital Grant Stream.

Or

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

Financial Implications:

The estimates for the bathroom refurbishment are \$248,000.00. The Ontario Trillium Foundation Capital Grant funds up to a maximum of \$200,000.00 leaving \$48,000.00 to be funded by the municipality through the Working Reserves.

Attachments & Relevant Legislation:

Relevant Information - Ontario Trillium Foundation Capital Grant Stream - <https://otf.ca/our-grants/community-investments-grants/capital-grant#what-we-fund>

Others Consulted:

Zoe Bougie – Director of Finance
Nicholas Hansen – Facilities Lead Hand

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk



STAFF REPORT TO COUNCIL

Report No: CS-2024-07

February 26, 2024

From: Anne Leduc – Director of Community Services

RE: Opening of HGMH Pool to the public

Recommended Motion:

THAT Council receives staff report CS-2024-07 for information purposes only.

Background / Analysis:

During the summer of 2023, the Township of North Glengarry (“Township”) and the Hôpital Glengarry Memorial Hospital (“HGMH”) announced a partnership to work on the reopening of the HGMH Pool to the public.

Over the last months, staff from both organizations worked closely together on admission specifications and lifeguarding requirements to conform with the Eastern Ontario Health Unit’s regulations.

As part of a gradual start, the pool will open for public swimming as of March 5th, 2024, on two weekday evenings, Tuesdays, and Fridays, and on Saturdays.

DAY	HOURS	TYPE
Tuesday	4 pm – 5:30 pm	Senior Swim
	6 pm – 7:30 pm	Public Swim
Friday	4 pm – 5:30 pm	Public Swim
	6 pm – 7:30 pm	Senior Swim
Saturday	9 am – 10:30 am	Senior Swim
	10:30 am – 12 pm	Public Swim
	12:30 pm – 2 pm	Parents & Tots
	2 pm – 3:30 pm	Public Swim

Due to the limited availability of lifeguards, swimming lessons are not offered at this time, but Staff is continuing to explore different options for the future.

Registration options:

- ON-LINE - Individuals interested in using the Pool must register and pay ahead of time using the Township's Reservations Calendar software at <https://app.univerusrec.com/northglengarrypub/courses/index.asp>.
- IN-PERSON - Payments in cash can be made at the Tim Hortons Dome located at 202 St-George Street West in Alexandria.
- Participants are asked to note that cash payments or walk-ins will **NOT** be accepted at the Pool.

Costs are as follows:

- Adults - \$6 HST included
- Seniors - \$5.50 HST included
- Child under the ages of 13 - \$5 HST included

On-line and In-person registration will open on February 29, 2024.

Discounted parking:

- HGMH will be offering a reduced package for parking passes for pool users only. A 10 pack of passes will be available for \$40.00 and can be purchased directly at the HGMH's Welcome Desk, accessible through the door located on the east side of the facility.

Alternatives:

Option 1 – Recommended – That Council receives staff report CS-2024-07 for information purposes only.

Financial Implications:

A new General Ledger category, GL 7600, has been created by the Finance Department but no projected monetary values were posted to either the revenue or the expenses category for the 2024 budget. Staff expects that the registrations for public swimming will in large part cover the cost of staffing and start-up expenses (Regulatory signage, safety vests, lifeguarding equipment, etc.).

Financial reporting will be done regularly through the 2024 Quarterly Variance Reports.

Attachments & Relevant Legislation:

None

Others Consulted:

Zoe Bougie – Director of Finance

Samantha Dexter – Program Coordinator

Melissa Dubeau – Community Services Assistant

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk



STAFF REPORT TO COUNCIL

Report No: BP-2024-04

February 26, 2024

From: Jacob Rheume, Director of Building, By-law & Planning

RE: **ZONING BY-LAW AMENDMENT No. Z-18-2023**

Owner: Bassima EL ZAHABI & Maged KASSIS

Location: 64 Lochiel Street East, Alexandria, ON
Plan 2 Part Lots 11 & 12; RP14R3317, Parts 1 & 4

Recommended Motion:

THAT the Council of the Township of North Glengarry adopt Zoning By-Law No. Z-18-2023.

Background / Analysis:

A zoning amendment application was presented during a public meeting of planning on January 29, 2023.

The purpose of application was to re-zone the property from Residential Fourth Density Special Exception (R4-7) to Residential Fourth Density Special Exception (R4-8) to permit a five-unit apartment building with four parking spaces, a reduction of one space from the required five parking spaces.

The application was circulated as per the planning act, being by regular mail, posted on the property and posted on the Township website. No questions or concerns from the public or other agencies have been brought forward.

The application is being presented this evening to the Council of The Township of North Glengarry for further discussion and adoption.

Alternatives: Option #1 That Council adopt the by-law as presented

OR

Option #2 Council does not adopt the by-law

Financial Implications:

No financial implications to the Township

Attachments & Relevant Legislation:

- By-Law Z-18-2023
- Public Meeting of Planning Staff report from January 29, 2024

Others Consulted:

n/a

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NO. Z-18-2023

BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 39-2000

WHEREAS By-Law No. 39-2000 regulates the use of land and erection of buildings and structures within the Township of North Glengarry, United Counties of Stormont, Dundas & Glengarry;

AND WHEREAS the Council of the Corporation of the Township of North Glengarry deems it advisable to amend By-Law 39-2000 as hereinafter set forth;

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

1. Notwithstanding the provisions of Section 5.4 to the contrary, on the lands described as being PLAN 2 PT LOTS 11, 12 RP14R3317 PARTS 1, 4 (64 Lochiel St. E, Alexandria, ON) of North Glengarry zoned Residential Fourth Density Special Exception 8(R4-8) on Schedule "A" attached hereto, the following provisions shall apply:
 - i) R4-8 To permit a five-unit apartment building with four parking spaces.
2. That Schedule "C" of By-Law 39-2000 is hereby amended by changing the "R4-7" Zone Symbol on the subject lands to "R4-8" on the Schedule "C" hereto.
3. That Schedule "A" attached hereto is hereby made fully part of the By-Law.

This By-Law shall come into effect on the date of passing hereof subject to the provisions of the Planning Act.

READ a first, second, third time and enacted in Open Council, this 26th day of February 2024.

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

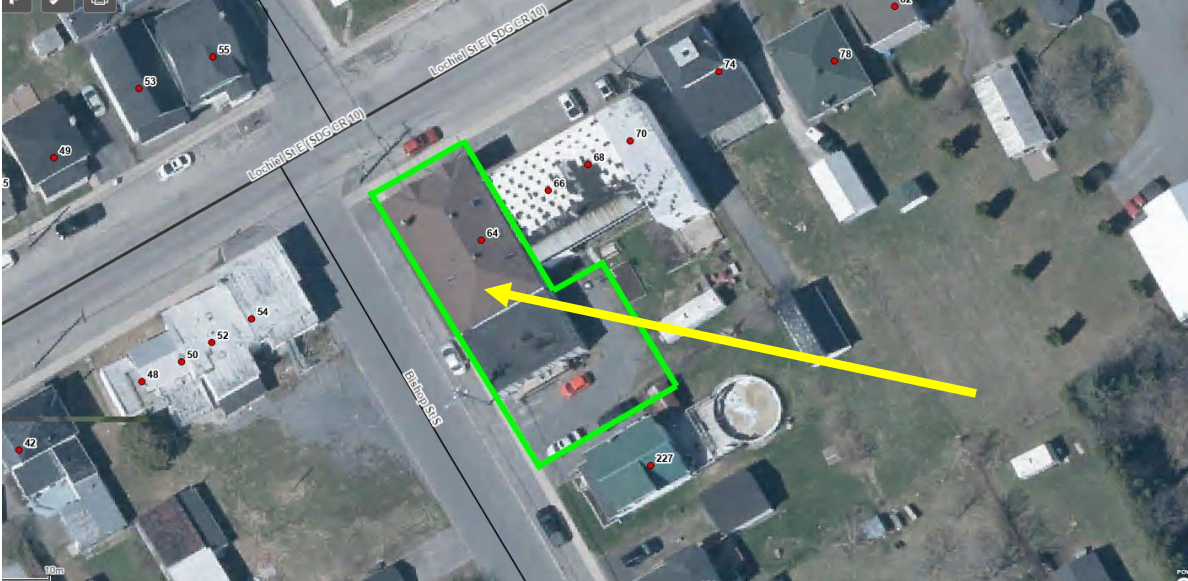
I, hereby certify that the forgoing is a true copy of By-Law No. Z-18-2023, duly adopted by the Council of the Township of North Glengarry, on the 26th day of February, 2024.

Date Certified

Clerk / Deputy Clerk

**SCHEDULE "A"
TO BY-LAW NUMBER Z-18-2023**

**Legend
Subject Lands
Zone Change from "R4-7" to "R4-8"**



**PLAN 2 PT LOTS 11, 12 RP14R3317 PARTS 1, 4 (64 Lochiel St. E, Alexandria, ON)
Township of North Glengarry
United Counties of Stormont, Dundas & Glengarry**

**This is Schedule "A" to By-Law Z-18-2023.
Passed this 26th day of February 2024.**

Mayor/Deputy Mayor

CAO/Clerk/Deputy Clerk



**STAFF REPORT
PUBLIC MEETING OF PLANNING**

January 29, 2024

TO: Mayor and Council Members

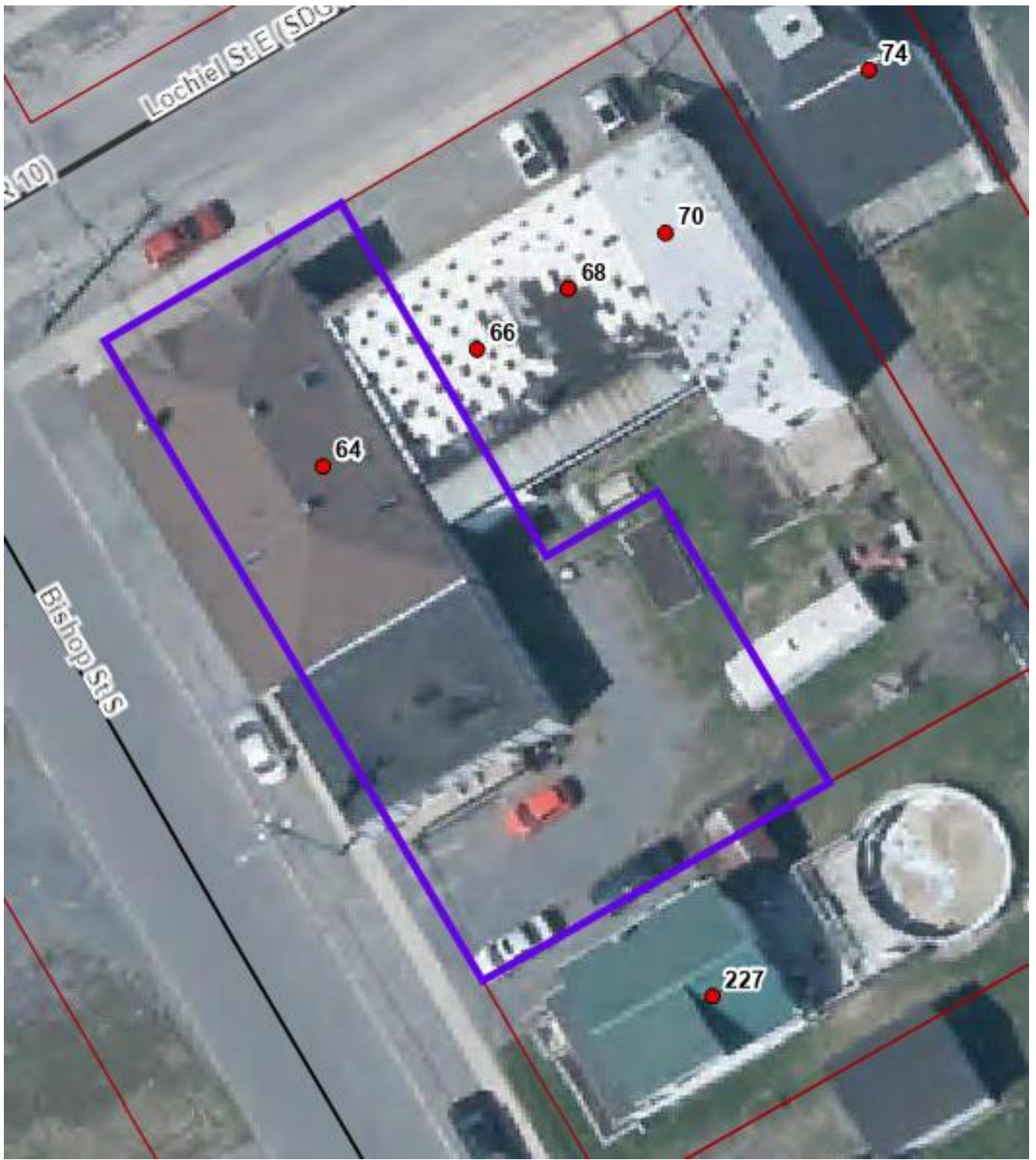
FROM: Jacob Rheame, Director of Building, By-law & Planning

RE: Z-18-2023 Public Meeting Staff Report - Bassiman EL ZAHABI.docx

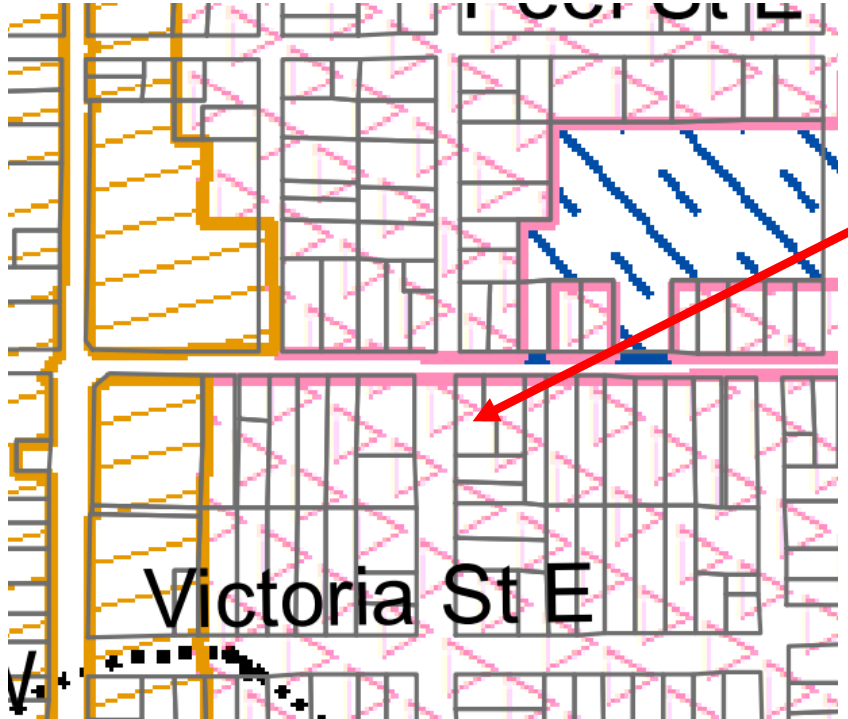
Owner: Bassima EL ZAHABI & Maged KASSIS

Location: 64 Lochiel Street East, Alexandria, ON
Plan 2 Part Lots 11 & 12; RP14R3317, Parts 1 & 4





Official Plan designation: Urban Settlement Area (Alexandria) - Residential District



Zoning designation: Residential Fourth Density Special Exception (R4-7)



Purpose of application:

To re-zone the property from Residential Fourth Density Special Exception (R4-7) to Residential Fourth Density Special Exception (R4-8) to permit a five-unit apartment building with four parking spaces, a reduction of one space from the required five parking spaces.

Discussion: The property in question has 4 existing apartments, all rentals, distributed on the entire main floor and second floor. The apartment on the second floor makes up for the entire floor. The property is approximately 0.18 acre of irregular shape, located on the South-East corner of Bishop Street South and Lochiel Street East (County Road 10). The owners, Bassima EL ZAHABI & Maged KASSIS, now wish to split the second-floor apartment into two, resulting in an additional apartment. The previous Zoning By-law Amendment was to allow for a maximum of 4 apartments to prevent issues with parking, therefore, the owners had to reapply for a Zoning By-law Amendment for the proposed additional residential suite.

The proposed new 5-unit residential building would consist of the exact same existing building footprint and structure, no additions are proposed at this time. The proposed building renovation would be below 4 storeys and under 600m2 (2,152ft2) per floor (*Note: Basement level does not count as a floor) so that it falls under Part 9 of the OBC not requiring sprinkler system and passenger elevator. The building would not require fire alarm system.

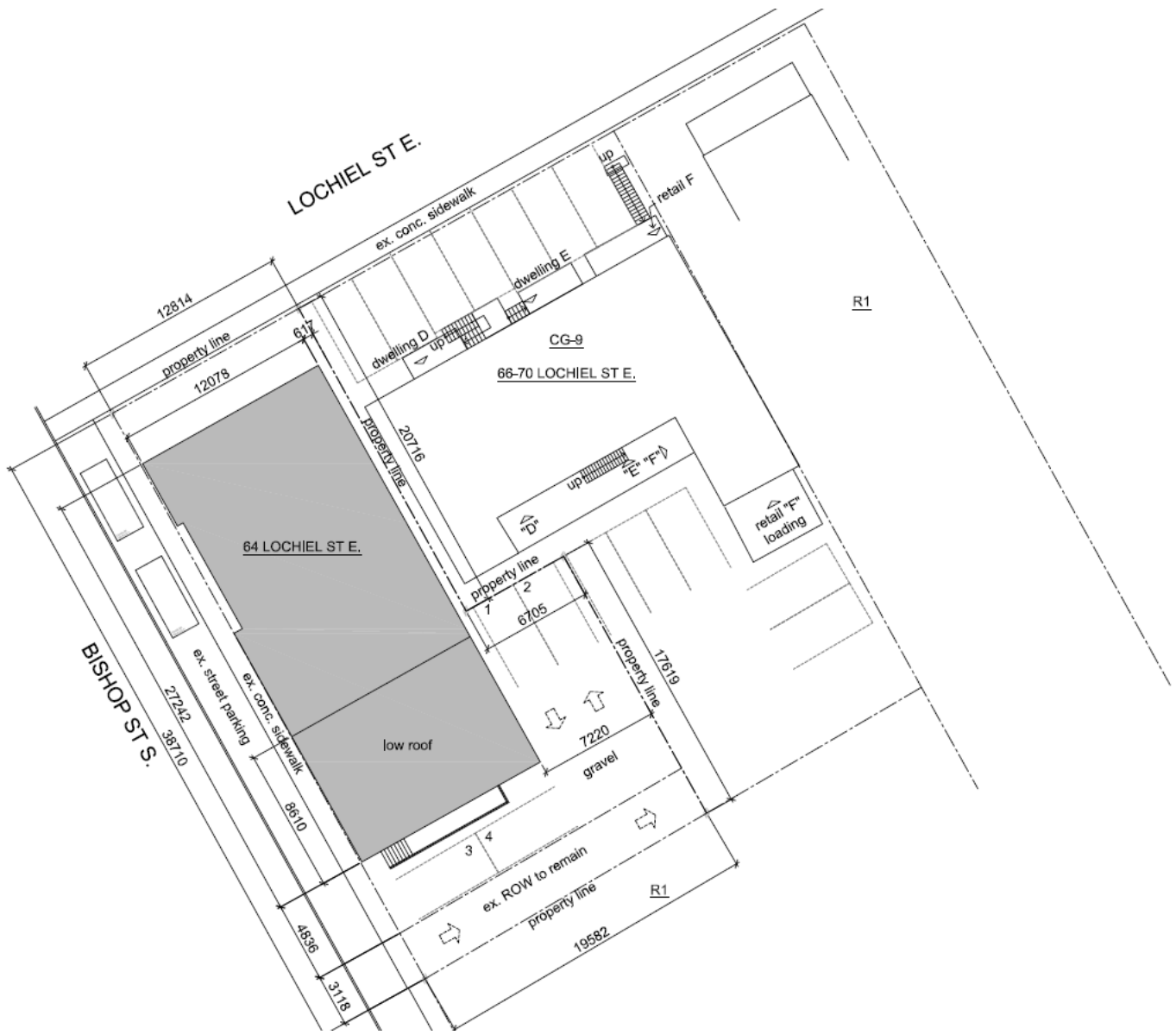
FLOOR AREAS:

BUILDING AREA:	3,540 ft ² (329m ²)
GROUND FLOOR AREA:	6,020 ft ² (560m ²)
2-BEDROOM UNIT #1:	884 ft ² (82m ²)
2-BEDROOM UNIT #2:	848 ft ² (79m ²)
2-BEDROOM UNIT #3:	983 ft ² (91m ²)
3-BEDROOM UNIT #4:	1,360 ft ² (126m ²)
1-BEDROOM UNIT #5:	670 ft ² (62m ²)

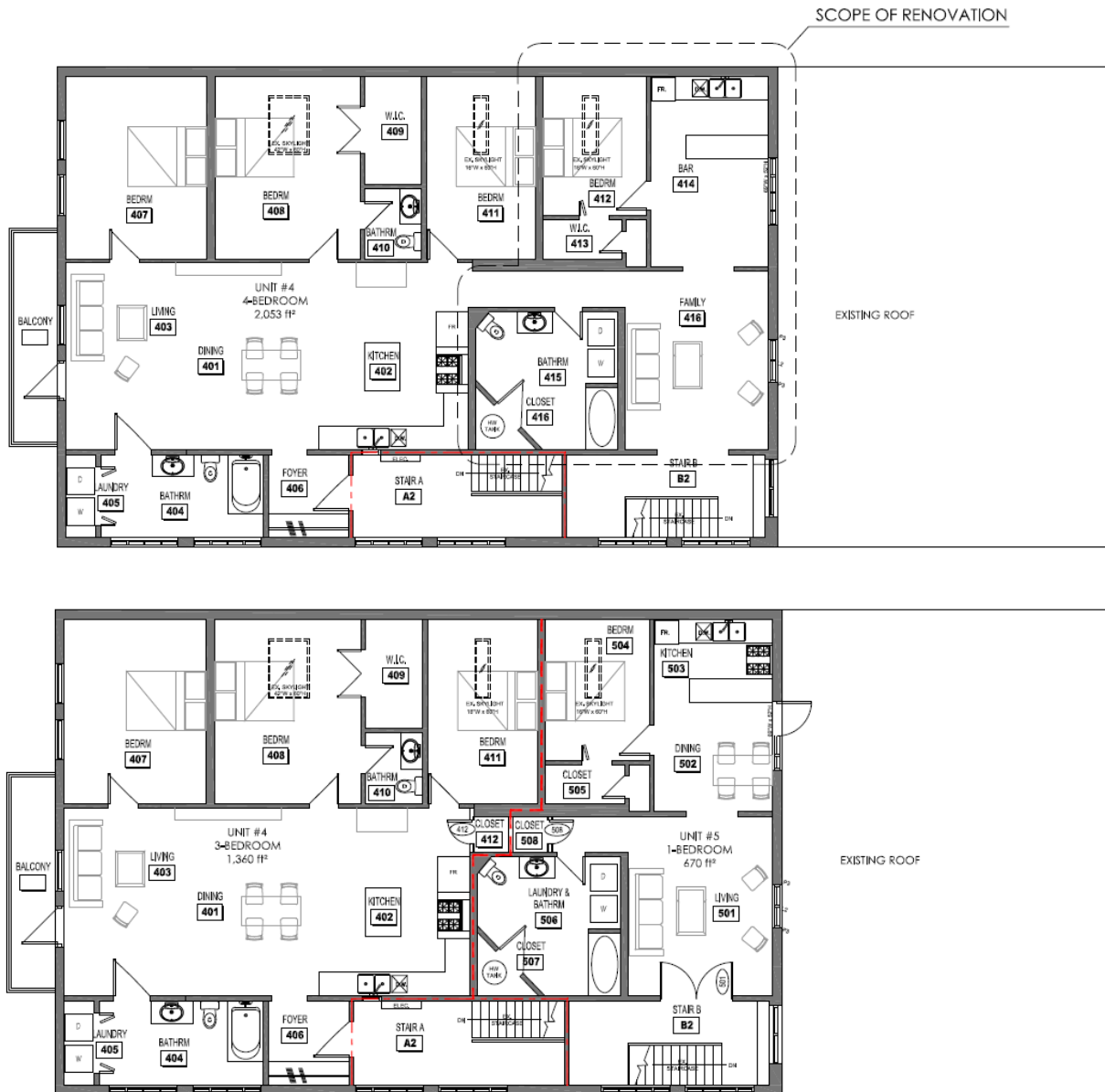
The proposed building footprint, setbacks, lot area, frontage, etc. is all considered compliant as per zoning designation R4-7. The proposed site plan is strategically designed to allow for as much parking as possible. This Zoning By-law Amendment is also for parking space reduction, the rest of the Zoning By-law requirements are all being met.

The 4 parking spaces on the South side of the building are accessible via Bishop Street, and an existing right-of-way for 66-70 Lochiel Street East provides for entranceway, which was also recognized through Minor Variance by the Committee of Adjustment for that property. That existing right-of-way is only 3.1m, narrower than the required 6m for 2-way traffic. The site plan is strategically designed to allow for as much room as possible to access the driveway from each parking space for both properties.

As per Section 3.21 (a) (ii), the parking requirements for any building containing more than 2 dwellings is 1.5 parking space per dwelling unit but new Provincial Legislation (Bill 23) came into effect allowing for only a minimum of one parking space per residential unit. The site plan proposes 4 parking spaces, a reduction of 1 space is required to be recognized. During the previous Zoning By-law Amendment, Council discussed the parking spaces along Bishop Street as they are maintained, and used by the owner, to be used for the units as there are at least 4 spaces on the West side of the building, on the road shoulder. The By-law Enforcement Department never had issues with the parking spaces. The previous Zoning By-law Amendment allowed for 3 on-site parking spaces (plus 4 roadside parking spaces) and 4 apartments; the owner is currently proposing 4 on-site parking spaces (plus 4 roadside parking spaces) for 5 apartments.



The property will not be subject to Site Plan Control, items such as site plan, building location, servicing, driveway, entrance, parking, lighting, garbage, access, storm water management, lot grading, soil conditions, etc. are all existing and will not be majorly altered. This Zoning By-law Amendment application is to permit an additional apartment unit and the parking space reduction. The owners would then be able to proceed with architectural drawings to apply for a building permit issued under Section 8 of the Ontario Building Code Act.



The building surrounding uses includes mostly residential uses to the north, west, and south, and a commercial use to the east, with the following zoning: Residential (R1) to the south and north, Residential (R4) to the west, and General Commercial (CG-9) to the east, a building with a commercial unit and accessory apartments for which the Committee of Adjustment just approved a minor variance as required for the addition residential suites.

Preliminary discussions with Public Works Department, Water Works Department and Fire Department shows no major issues with the proposed development, and parking. No issues are anticipated throughout the process.

We have also not received any comments or concerns from any members of the public or any other agencies regarding the Zoning By-law Amendment.





Planning Act

The Ontario Planning Act gives municipal Councils the authority to pass zoning by-laws, and make amendments to existing zoning by-laws, under Section 34 of the Act. The Planning Act also requires that in making planning decisions Council must have regard for matters of Provincial Interest. The Planning Act requires that Council's decisions must be consistent with the Provincial Policy Statement, and conforms with the Stormont, Dundas and Glengarry Official Plan which apply to the lands.

Provincial Policy Statement (2020)

The Provincial Policy Statement, also known as the “PPS”, provides policy directions on matters of provincial interest related to land use planning and development. It aims to provide for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural and built environment.

It should be noted that within the PPS framework, the subject property is considered to be within a settlement area (Alexandria). Within the PPS, Settlement Areas are those built-up areas where development is concentrated and have a mix of land uses and designated in an official plan for development over the long-term planning horizon. Settlement areas can be in urban or rural settings. Settlement areas shall be the focus of growth and development in the province.

Section 1.1.1 supports Healthy, livable and safe communities by promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term, accommodate an appropriate affordable and market-based range and mix of residential types, (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons) and avoiding development and land use patterns which may cause environmental or public health and safety concerns.

Policy 1.1.3.2 - Land use patterns within “Settlement Areas” shall be based on densities and a mix of land uses which:

- 1. efficiently use land and resources, and*
- 2. are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available.*

The proposed zoning amendment promotes the efficient use of land and is appropriate for the surroundings. It would also make efficient use of infrastructure such as the municipal water and wastewater services.

Within Section 1.1.3 Land use patterns within settlement areas shall be based on densities and a mix of land uses which efficiently uses land and resources, appropriate infrastructure and public services, and supports active transportation. Appropriate municipal development standards should promote intensification, redevelopment and compact form, while avoiding or mitigating risks to public health and safety. New development taking place in designated growth areas should occur adjacent to the existing built-up area and should have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities.

Policy 1.1.3.2 - A range of uses and opportunities for intensification and redevelopment in accordance with the criteria in policy 1.1.3.3, where this can be accommodated.

SDG Counties Official Plan (2018)

The SDG Counties Official Plan Policy (Table 3.1) permits, promotes and encourages residential uses, including a full range of low, medium and high density housing types within the Urban Settlement (Alexandria) – Residential District. Within this designation single, semi-detached dwellings, townhouse, row-house and low-rise multiple units are permitted residential dwelling types.

The Official Plan contains a number of goals and strategic objectives; growth is the goal to direct most forms of development to areas where full municipal wastewater and water services are available and to support the efficient use of land in these areas. The strategic objective is to encourage infilling, intensification, and development in appropriate locations and with appropriate built form and design.

The Official Plan also seeks to protect and enhance the character of existing urban areas and the stability of existing and well-established residential neighborhoods by ensuring that development and redevelopment is compatible with the scale and density of existing development.

Based on the existing and proposed uses, it was recommended that Council consider authorizing staff to submit an Official Plan Amendment to adjust the Employment Area designation boundary to facilitate additional uses on these properties. The application is currently being reviewed by the United Counties of SDG.

In conclusion, based on the criteria above, the proposed zoning amendment is compliant with the Township's Zoning By-law and with the intent and purpose of the United Counties of Stormont Dundas and Glengarry's Official Plan. It is also consistent with Provincial Policy Statement, it promotes the efficient use of land, and it is deemed appropriate for urban settlement areas, such as Alexandria.



STAFF REPORT TO COUNCIL

Report No: BP-2024-05

February 26, 2024

From: Chantal Lapierre – Planning Department

RE: Road Widening By-law No. 11-2024 – Bureau Road, Alexandria

Recommended Motion:

THAT the Council of the Township of North Glengarry adopt by-law # 11-2024 being a by-law to acquire and dedicate a portion of a property for road widening purposes.

Background / Analysis: This office has received a request from the Law office of Paul D. Syrduk Professional Corporation regarding a road widening by-law and adoption of same by the Township on the property known as being Lochiel Concession 1, Part of Lot 24 on Reference Plan number 14R-6769 Part 1, Bureau Road, Alexandria in the Township of North Glengarry.

The request relates to severance applications B-62-23. The application was conditionally approved on June 22nd, 2023. One of the conditions was to allow for a widening of Bureau Road where the applicant was to dedicate a portion of the road frontage to be transferred to the Township for this purpose.

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

To correct this on title, a by-law to confirm the acquisition of certain lands and to dedicate the same as part of the public highways is being presented to Council for consideration and adoption.

Alternatives: Option #1 That Council adopt the by-law as presented

OR

Option #2 Council does not adopt the by-law

Financial Implications:

No financial implications to the Township

Attachments & Relevant Legislation:

By-Law No. 11-2024

Plan 14R-6769

Others consulted:

The office of Paul D. Syrduk Professional Corporation

Reviewed and Approved by
Sarah Huskinson – CAO/Clerk

Distances shown on this plan are ground distances and can be converted to grid distances by multiplying by the combined scale factor of 0.999975.

Bearings are grid, derived from Can-Net Real Time Network GPS observations and are referred to the Central Meridian of MTM Zone 8 NAD-83 (CSRS) (2010.0).

For bearing comparisons, a rotation of 0°48'20" clockwise was applied to bearings on Plan (P1).

For bearing comparisons, a rotation of 0°41'30" clockwise was applied to bearings on Plan (P2).

Coordinates are derived from Can-Net Real Time Network GPS observations and are referred to the Central Meridian of MTM Zone 8 NAD-83 (CSRS) (2010.0).

Coordinate values are to urban accuracy in accordance with O. Reg. 216/10.

Point A Northing 5021477.79 Easting 220394.20
Point B Northing 5020119.30 Easting 221192.46

Caution: Coordinates cannot, in themselves, be used to re-establish corners or boundaries shown on this plan.

Notes & Legend

- Denotes Survey Monument Planted
- Denotes Survey Monument Found
- SSIB Standard Iron Bar
- SSIB Short Standard Iron Bar
- IB Iron Bar
- (WIT) Witness
- (AOG) Annis, O'Sullivan, Vollebek Ltd.
- Mess. Measured
- (P1) Plan 14R-3788
- (P2) Plan 14R-4133
- UP Utility Pole
- AN Guy Wire Anchor

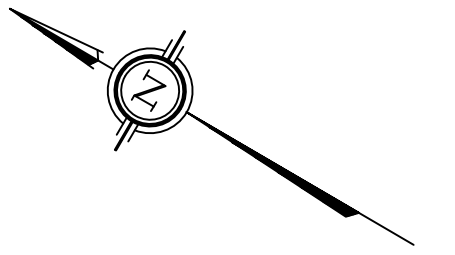
Surveyor's Certificate

I CERTIFY THAT:

- This survey and plan are correct and in accordance with the Surveys Act, the Surveyors Act, the Land Titles Act and the regulations made under them.
- The survey was completed on January 25, 2024.

January 26, 2024 Date
Tyler J. Allison Ontario Land Surveyor

This plan of survey relates to AOLS Plan Submission form number V-59859.



SCHEDULE			
PART	LOT	CONCESSION	PIN
1	Part of 24	1	Part of 67151-0152
2			

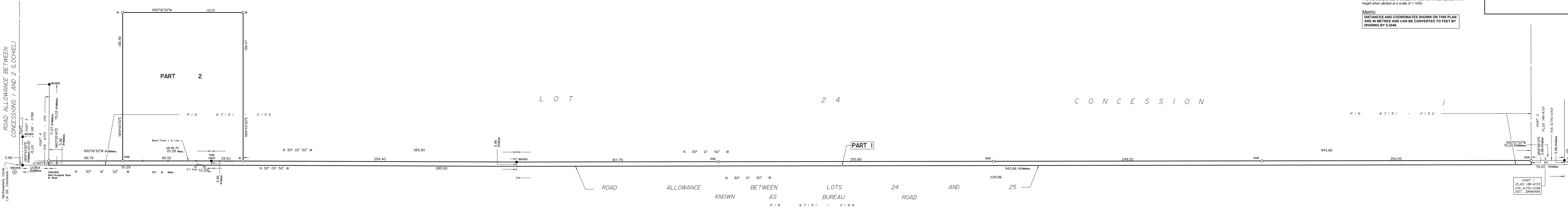
**PLAN OF SURVEY OF
PART OF LOT 24
CONCESSION 1
(Geographic Township of Lochiel)
TOWNSHIP OF NORTH GLENGARRY
COUNTY OF GLENGARRY**
Surveyed by Annis, O'Sullivan, Vollebek Ltd.

PLAN 14R-6769
Received and deposited
January 29th, 2024
Erin Noble
Representative for the
Land Registrar for the
Land Titles Division of
Glengarry (No.14)

Scale 1 : 1000

The intended plot size of the plan is 1500 mm in width by 356 mm in height when plotted at a scale of 1:1000.

Metric
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.



PART 1
PLAN 14R-4133
PIN 67151-0199
INST. AR96495

ANNIS, O'SULLIVAN, VOLLEBEK LTD.
165 Bay Street
Embun, Ont. K0A 1W7
Phone: (613) 443-3364
Email: Embun@aowl.com

Ontario Land Surveyors
Reg. No. E-3333-23

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW No. 11-2024

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

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

WHEREAS the Corporation deems it expedient to acquire those parts of PIN 67151-0152 being Lochiel Concession 1, Part of lot 24 on Reference Plan number 14R-6769 Part 1 for the purpose of future widening of Bureau Road.

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

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

That the acquisition by The Corporation of the Township of North Glengarry of those parts of PIN 67151-0152 being Lochiel Concession 1, Part of lot 24 on Reference Plan number 14R-6769 Part 1 for the purpose of future widening of Bureau Road is hereby authorized and confirmed.

- 1) That the said lands acquired, more particularly described in paragraph (1) of this By-Law be and are hereby dedicated as parts of the public highway to be known as Bureau Road.
- 2) That the Mayor and Clerk of the Corporation of the Township of North Glengarry be and they are hereby authorized to execute all documents and take whatever steps Council for the said Corporation may advise and as may be required to give effect to these presents.

READ A First, Second and Third Time and duly enacted this 26th day of February 2024.

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 11-2024, duly adopted by the Council of the Township of North Glengarry on the 26th day of February, 2024.

Date Certified

CAO/Clerk / Deputy Clerk



STAFF REPORT TO COUNCIL

Report No: BP-2024-06

February 26, 2024

From: Chantal Lapierre – Planning Department

RE: Road Widening By-law No. 12-2024 – Mechanic Street East, Maxville

Recommended Motion:

THAT the Council of the Township of North Glengarry adopt by-law No. 12-2024 being a by-law to acquire and dedicate a portion of a property for road widening purposes.

Background / Analysis: This office has received a request from the Law office of Aubry/Campbell/MacLean regarding a road widening by-law and adoption of same by the Township on the property known as being Concession 18 Indian Lands, Part of Lot 7 on Reference Plan number 14R-6770 Part 1, Mechanic Street East, Maxville in the Township of North Glengarry.

The request relates to severance applications B-133-23, B-134-23 & B-135-23. These applications were conditionally approved on December 7th, 2023. One of the conditions was to allow for a widening of Mechanic Street East, where the applicant was to dedicate a portion of the road frontage to be transferred to the Township for this purpose.

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

To correct this on title, a by-law to confirm the acquisition of certain lands and to dedicate the same as part of the public highways is being presented to Council for consideration and adoption.

Alternatives: Option #1 That Council adopt the by-law as presented

OR

Option #2 Council does not adopt the by-law

Financial Implications:

No financial implications to the Township

Attachments & Relevant Legislation:

By-Law No. 12-2024

Plan 14R-6770

Others consulted:

The office of Aubry/Campbell/MacLean

Reviewed and Approved by
Sarah Huskinson – CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW No. 12-2024

A BY-LAW TO CONFIRM THE ACQUISITION OF CERTAIN LANDS AND TO DEDICATE THE SAME AS PART OF THE PUBLIC HIGHWAYS TO BE KNOWN AS MECHANIC STREET EAST.

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

WHEREAS the Corporation deems it expedient to acquire those parts of PIN 67103-0167 being Concession 18 Indian Lands, Part of lot 7 on Reference Plan number 14R-6770 Part 1 for the purpose of future widening of Mechanic Street East .

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

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

That the acquisition by The Corporation of the Township of North Glengarry of those parts of PIN 67103-0167 being Concession 18 Indian Lands, Part of lot 7 on Reference Plan number 14R-6770 Part 1 for the purpose of future widening of Mechanic Street East is hereby authorized and confirmed.

- 1) That the said lands acquired, more particularly described in paragraph (1) of this By-Law be and are hereby dedicated as parts of the public highway to be known as Mechanic Street East.
- 2) That the Mayor and Clerk of the Corporation of the Township of North Glengarry be and they are hereby authorized to execute all documents and take whatever steps Council for the said Corporation may advise and as may be required to give effect to these presents.

READ A First, Second and Third Time and duly enacted this 26th day of February 2024.

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 12-2024, duly adopted by the Council of the Township of North Glengarry on the 26th day of February, 2024.

Date Certified

CAO/Clerk / Deputy Clerk

PLAN
OF SURVEY OF
PART OF LOT 7
CONCESSION 18 (INDIAN LANDS)
GEOGRAPHIC TOWNSHIP OF KENYON
FORMERLY THE VILLAGE OF MAXVILLE
NOW THE TOWNSHIP OF NORTH GLENGARRY
COUNTY OF GLENGARRY, ONTARIO
K. ADAMS SURVEYING LTD., 2024

Scale 1:300
12 9 6 3 0 6 12 Metres

METRIC:
DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.

Jan 30 2024

KIM C. ADAMS
ONTARIO LAND SURVEYOR

PLAN 14R-6770

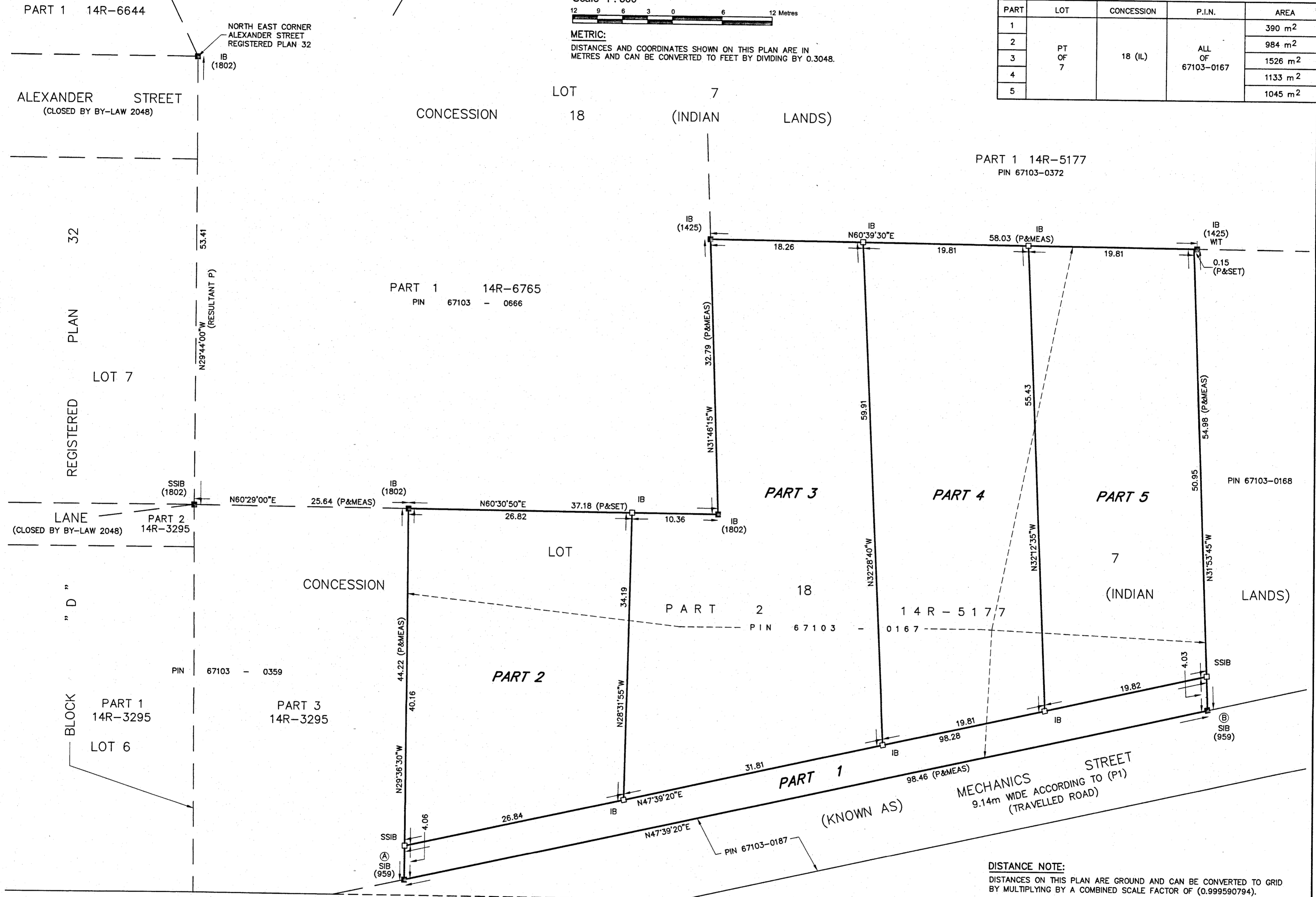
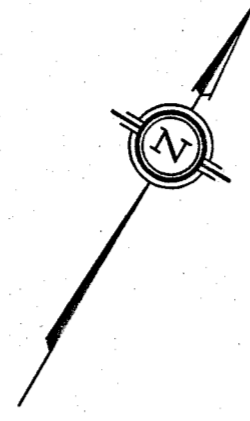
RECEIVED AND DEPOSITED

January 31 2024

Yang Liu
REPRESENTATIVE FOR
LAND REGISTRAR FOR THE
LAND TITLES DIVISION OF
GLENGARRY No. 14

SCHEDULE

PART	LOT	CONCESSION	P.I.N.	AREA
1				390 m ²
2				984 m ²
3	PT OF 7	18 (IL)	ALL OF 67103-0167	1526 m ²
4				1133 m ²
5				1045 m ²



DISTANCE NOTE:
DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY A COMBINED SCALE FACTOR OF (0.999590794).

INTEGRATION DATA:

COORDINATES WERE DERIVED FROM REAL TIME NETWORK OBSERVATIONS (USING THE CAN-NET) NETWORK UTM, ZONE 18, NAD83 (CSRS), (2010.0) COORDINATES TO URBAN ACCURACY PER SEC 14(2) OF O.REG 216/10

ORP	NORTHING	EASTING
(A)	5015169.69	511568.86
(B)	5015235.97	511641.59

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

NOTE:
FOR BEARING COMPARISONS, A ROTATION OF 00°15'00" COUNTERCLOCKWISE WAS APPLIED TO P1.

BEARING NOTE:
BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE (POINTS) A AND B, SHOWN HEREON, BY REAL TIME NETWORK (RTN) (OBSERVATIONS AND) REFERRED TO THE CENTRAL MERIDIAN OF UTM ZONE 18 (75° WEST LONGITUDE) NAD 83 (CSRS), (2010.0).

(KNOWN AS) MECHANICS STREET
ROAD ALLOWANCE BETWEEN CONCESSIONS 17 AND 18 (INDIAN LANDS)

LEGEND & NOTES : (IF APPLICABLE)

■	DENOTES FOUND MONUMENTS	ORP	DENOTES OBSERVED REFERENCE POINT
□	DENOTES SET MONUMENTS	NTS	DENOTES NOT TO SCALE
IB	DENOTES IRON BAR	MEAS.	DENOTES MEASURED
SIB	DENOTES STANDARD IRON BAR	PROP.	DENOTES PROPORTIONED
SSIB	DENOTES SHORT STANDARD IRON BAR	CP	DENOTES CONCRETE PIN
⊙	DENOTES ROUND IRON BAR	P	DENOTES PLAN 14R-6765
⊛	DENOTES CUT CROSS	P1	DENOTES PLAN 14R-5177
N&W	DENOTES NAIL & WASHER		
WT	DENOTES WITNESS		

SURVEYOR'S CERTIFICATE:
I HEREBY CERTIFY THAT:
1. THIS PLAN AND SURVEY ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE 3RD DAY OF JANUARY 2024
DATED : Jan 30 2024
KIM C. ADAMS, ONTARIO LAND SURVEYOR

FROM THE OFFICE OF
K. ADAMS SURVEYING LTD.
INGLESIDE, ONTARIO
TEL: (613) 537-9898 E mail : kcadams@bell.net

SCALE: 1:300	DRAWN: Y.B.	FIELD: K.A.	CHECKED: K.A.	FIELD: MAX-18-7 JOB: 23-1943-2
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STAFF REPORT TO COUNCIL

Report No: PW 2024-07

February 26, 2024

From: Angela Cullen, Water Works Compliance Coordinator

RE: Annual Drinking Water Systems Reports for Alexandria and Glen Robertson

Recommended Motion:

THAT Council receives Staff Report No. PW 2024-07 for information purposes.

Background / Analysis:

Staff have prepared the annual reports for the Alexandria Drinking Water System and the Glen Robertson Drinking Water System, as per the requirements under Ontario Regulation 170/03 for each system.

The attached annual reports will be sent to the Ministry of the Environment and posted to the Township of North Glengarry's website for public access, as part of the Township's obligation.

Alternatives:

N/A

Financial Implications:

N/A

Attachments & Relevant Legislation:

- 2023 Alexandria Drinking Water System Annual and Summary Report
- 2023 Glen Robertson Drinking Water System Annual and Summary Report
- 2023 Annual Drinking Water Systems Annual Report to Council

Others Consulted:

Dean McDonald, Environmental Services Manager

Tim Wright, Director of Public Works

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk

The Township of North Glengarry

Alexandria Drinking Water System

2023 Annual and Summary Report

In compliance with O. Reg 170/03, section 11 and O. Reg 170/03 schedule 22

Contents

Section 1: Introduction

Section 2: System Description

Section 3: Process and Equipment Description

Section 4: Flow Summary

Section 5: Sampling and Laboratory Analysis Summary

Section 6: Significant Expenses Incurred

Section 7: Compliance with Licenses, Permits, Approvals and Orders

Section 8: Non-Compliance with Licenses, Permits, Approvals and Orders

Section 9: Township of North Glengarry Endorsement of Summary

Section 10: Contacts

Appendix A: Alexandria Daily Treated Flows

Appendix B: Alexandria Maximum Instantaneous Treated Flows

Appendix C: Comparison of Average and Maximum Monthly Treated Flow Rates

Appendix D: Public Works Committee Motion

Section 1: Introduction

This report is an annual summary of water quantity, quality system information, system operations and major expenditures for the Alexandria water treatment plant and distribution system during the reporting period of January 1, 2023 to December 31, 2023. It was prepared in accordance with section 11 and schedule 22 of the of Ontario's Drinking Water Systems Regulation O. Regulation 170/03.

Section 2: System Description

The Alexandria Drinking Water System is categorized as a large municipal residential system and is made up of the following components: Alexandria Water Treatment plant, 2 elevated storage towers, and 2 separate distribution systems connected via a transmission main and booster station.

The water treatment plant is located on Gernish St West within the town of Alexandria and is rated as a class 3 facility. The raw source water for the treatment plant is taken from The Alexandria Mill Pond, which is characterized as surface water. The treatment facility has a rated capacity to produce 8,014m³/day of treated water, but is only permitted to intake 5,616m³/day from the Mill Pond.

The distribution system is comprised of 58.8kms of water pipes of varying sizes, isolation valves, pressure reducing valves, service connections and fire hydrants. The distribution system is located within the town boundaries of Alexandria and within the village limits of Maxville, with a transmission main that runs 20.4kms to connect the two systems together.

The treatment and distribution systems will be further discussed in section 3.

Section 3: Process and Equipment Description

Raw Water Intake

Located in Mill Pond, approximately 425m southwest of the water treatment plant, the intake is comprised of a precast concrete pipe, placed on top of a concrete slab housed in timber crib with screening.

A 350mm concrete pipe runs from the intake, east through the Island Park, then heads north on Park Avenue, before turning east again to enter the water plant in the low lift chamber.

The water flow from Mill Pond to the water plant is gravity based, and therefore is heavily influenced by water depth in the Mill Pond. The Mill Pond is part of a dam system controlled by the Raisin Region Conservation Authority, and as such the levels are monitored to ensure levels will be sufficient to supply the raw water demands.

Low Lift Chamber/Raw Water Well

The chamber/well is located in the southwest corner of the water treatment plant. There are two coarse screens, located between the raw well entry and the low lift chamber to provide a coarse screening prior to pumping.

The low lift pumps consist of two vertical turbine pumps, rated at 6,200m³/day at 14.6m total dynamic head (TDH). Each pump is equipped with auto, manual and stop capability through the SCADA control system and at the electrical panel. A flow meter and electric valve are used to control flows from the low lift pumps, as the valve will modulate based on flocculation tank levels. At any time if the flows are near the Permit to Take Water (PTTW) restrictions, alarms will notify operational staff, the valve can be manually operated to ensure the limits are not exceeded.

Potassium permanganate is typically added to the raw well during winter and spring months, in order to oxidize manganese, which generally only increases when the Mill Pond under ice cover. Chemical addition ceases when the water temperature reaches 13°C or higher, to avoid the potential of oxidation of harmful algae and the release of microcystins and other cyanobacterial toxins. The chemical dosing is only applied as needed, based on raw/treated monitoring as compared to the aesthetic guideline limit.

Coagulation/Flocculation/Sedimentation

Coagulant and polymer feed systems are in place at the water treatment plant to aid in the sediment removal from the raw water. The coagulant feed enters the process just before the in-line static mixer, which ensure the required flash-mixing is achieved. The polymer feed enters the process between the in-line mixer and the raw water meter, which is used to monitor the raw flow taken into the water treatment plant. The raw meter is also followed by an isolation valve, which is used to control the flows as described below.

The water is pumped from the raw well into flocculation tank 4, after which all flows through the treatment processes are based on elevation and gravity. The water travels through all four tanks, currently in series, finishing in tank 2 before being directed into the next process. The water velocity is reduced during this step, and constant gentle mixing is achieved through in-line agitators in each tank, which promotes floc development and stability. Level monitoring equipment is located at the outlet of tanks 2 and 4, which are also used to control flow from the low lift pumps and monitor settling basin levels.

Process water from the flocculation tank is directed into a common header and then into one of four settling basins, which are run in parallel. These basins are utilized to reduce the flow velocity even further in order to allow sediment and floc to fall out of suspension. Each settling basin is comprised of a concrete tank contain a baffle wall, a carriage mounted sludge collection system, tube settlers, collection pipe for effluent water and drain valves. The sludge removal program is run through the SCADA system and is based on amount of water treated through the filters, which can be adjusted to optimize the process.

Filtration

The filtration system consists of four filters operating in parallel, each having a surface area of 11.3m² and the capability of filtering a maximum flow of 2003m³/day. The filters contain a surface wash system mounted above the filter media, which is composed of GAC and silicate sand. All filters are so equipped with loss or head monitoring, turbidity monitoring and water level monitoring. Below the media a stainless-steel underdrain system collects all filtrate effluent water and directs it towards the process piping. The effluent flow from all the filters is directed to the clearwell for disinfection through a main header pipe.

The backwash system is comprised of 2 pumps, duty and standby, controlled by variable frequency drives, a SCADA program for process control, valves, surface wash systems and all associated piping. The SCADA program monitors for various trigger points which would initiate an automatic backwash process, including time in operation, turbidity, and filter loss of head. Although the system is mainly run automatically, manual operations can be completed, or process points can be adjusted if required. All backwash effluent water is directed to the sludge holding tank, and then directed to the sanitary sewer system, of which flows are controlled by a manual gate valve.

Disinfection

Chlorine gas is used as the only disinfectant in the water treatment process and is injected into the header pipe from the filters prior to entering the clearwell. The actual chlorination system consists of two vacuum regulated chlorinators, chemical lines, water piping, isolation valves, weight scales, cylinder selection switch, and four 68lbs chlorine cylinders, with two in service at a time. Chlorine cylinders are manually switched over by operational staff using all PPE and safety processes required.

The clearwell is divided into two wells (east and west) and each well is divided into smaller sections, which are labelled 1-4. The wells are interconnected through piping or sluice gate opening, controlled through manual valve operations. Influent water enters clearwell 4 and travels towards clearwell 1 before, which allows for the appropriate contact time for disinfection requirements.

After disinfection as the water is headed to the distribution ammonia sulfate is added to the chlorinated water to create a combined chlorine residual, which is a more stable and longer lasting disinfectant with reduced potential for disinfect by-product. The treated water is then metered, and chlorine residual are verified as it enters the distribution.

High Lift Pumps

Three vertical turbine pumps are used to move the water from the clearwell to the distribution. The pumps are operated as duty and standby, with No. 1 and No. 3 located in clearwell 1; and No. 2 located in clearwell 4. Pump No. 2 is not to be run unless under an emergency scenario or if all the disinfection requirements are met, as per the Procedure for Disinfection of Drinking Water in Ontario as released by the Ministry of Environment.

Distribution

The Alexandria distribution system is categorized as a class 2 distribution system. It is comprised of distribution piping in within Alexandria and Maxville.

The section within Alexandria contains 28.2kms of water mains of varying sizes, a 3,000m³ capacity elevated storage tank, located in the northwest section of Alexandria, 145 fire hydrants and approximately 1,500 service connections. The Maxville distribution system is made up of 10.2kms of water mains, a 1,500m³ capacity elevated storage tank, located on the southern boundary of Maxville, 82 fire hydrants and approximately 450 service connections. The two elevated storage are utilized for pressure monitoring, water storage, water supply and are both equipped with flow metering and residual monitoring equipment.

A 20.4 kms transmission main ties the 2 distribution systems together. The transmission main contains 17 fires hydrants, 32 air relief valves and a booster station, which is used to supply water to the Maxville Water Tower and to boost chloramine residuals.

Automated Monitoring and Control

A fully automated SCADA system was installed in 2011 and in 2020 it the system was upgraded and expanded to include the Maxville Booster Station and Maxville Water Tower. This system is capable of monitoring, controlling, and recording all the plant processes and data, such as flows, filter backwash, chemical dosing and parameter monitoring. The system is also fully alarmed with multiple alarm set points, so that if any parameter is exceeded an alarm will be triggered on the SCADA desktop and through the auto dialer system. The on-call operator is then notified by the monitoring centre, which operates 24 hours a day, 365 days a year.

Emergency Power

Multiple generators are in place at key locations throughout the drinking water system to ensure operations are always sustained and treatment is provided. An 175kW diesel powered generator is located at the Alexandria water treatment plant and is equipped with automatic transfer switch, for transition during the event of utility power fail. This generator is also utilized to power 90 Main St South, through manual transfer procedures if needed. An 85kW propane generator is in place at the Maxville Booster Station and is equipped with automatic transfer switch to ensure water delivery and secondary disinfection is provided to Maxville Water Distribution. An 18kW propane generator is in place at each water tower and both are

equipped with automatic transfer switch to ensure key water monitoring points and storage are always available.

Additional Equipment.

All piping, valves, controls, and appurtenances along with associated mechanical and electrical equipment not mentioned in the description but are utilized to make up the system.

Section 4: Flow Summary

In accordance with License #181-101, the Alexandria Drinking Water System was not operated to exceed the rated capacities of the treatment system. The permit to take water allows for a maximum daily raw flow of 5,616 m³/day and the water works license allows for a maximum treated water flow of 8,014m³.

In order to assess the rated capacity of the WTP in terms of meeting existing and planned uses of the system, a summary of the treated flow rates of water supplied during this period covered by this report was prepared and is presented in the chart below. The 2023 average daily treated flow was calculated to be 1,687m³ and the maximum treated daily flow for the year was reported to be 2,960m³. This represents 21.1% of the total plant rated capacity. Refer to the appendices for full 2023 data summary.

2023 Treated Flow Summary	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Maximum Daily Flow (m ³)	1,841	2,067	2,029	2,057	2,398	2,663	2,844	2,119	2,142	1,888	2,960	1,915
Monthly Average Flow (m ³)	1,590	1,640	1,653	1,686	1,795	2,146	1,839	1,579	1,589	1,555	1,575	1,602
Monthly Average Daily Maximum Instantaneous Flow (m ³ /sec)	0.041	0.041	0.041	0.041	0.041	0.042	0.041	0.042	0.041	0.041	0.042	0.042
Rated Maximum Daily Flow for the approved system										8014 m ³ /day		
Rated Maximum Instantaneous Flow										0.093 L/s		

Section 5: Sampling and Laboratory Analysis Summary

The Township of North Glengarry uses Caduceon Laboratories as the primary provider for all sample analysis. Caduceon Laboratories is an accredited laboratory under the Ministry of the Environment, Conservation and Parks requirements. Refer to table below for all results as required.

2023 Microbiological Testing Completed as per Schedule 10, 11 and/or 12 of O. Reg 170/03					
Location	Number of Bacti Samples	Range of E. Coli or Fecal Results (#-#)	Range of Total Coliform Results (#-#)	Number of HPC Samples	Range of HPC Results (#-#)
Raw Water	52	1 - 100	10 - 2400	0	
Treated Water	52	0 - 0	0 - 0	51	< 2 - 2
Distribution Water	209	0 - 0	0 - 0	209	< 2 - 224

2023 Operational Testing as per Schedule 7, 8 and or 9 of O. Reg 170/03		
Parameter	Number of Samples	Range of Results (#-#)
Raw Turbidity	248	0.46 - 5.83
Free Chlorine	Continuous	0.76 - 3.57
Distribution Free Chlorine	Continuous	1.17 - 2.78
Fluoride (If the DWS provides fluoridation)	n/a	

Additional Sampling or Testing in Accordance with System Approval Requirement or Order				
Date of Order or Approval Amendment	Parameter	Date Sampled	Result	Unit of Measure
March 16, 2021	NDMA	16-Jan-2023	0.0030	µg/L
		17-Apr-2023	0.0028	µg/L
		17-Jul-2023	0.0063	µg/L
		16-Oct-2023	0.0046	µg/L

Summary of 2023 Inorganic Sampling Results (1ppm = 1mg/L)					
Parameter	Sample Date	Standard (maximum concentration)	Result Value	Unit of Measure	Exceedance
<i>Antimony</i>	26-Sep-2023	0.006 mg/L	< 0.0001	mg/L	No
<i>Arsenic</i>	26-Sep-2023	0.01 mg/L	0.0003	mg/L	No
<i>Barium</i>	26-Sep-2023	1.0 mg/L	0.014	mg/L	No
<i>Boron</i>	26-Sep-2023	5.0 mg/L	0.012	mg/L	No
<i>Cadmium</i>	26-Sep-2023	0.005 mg/L	< 0.000015	mg/L	No
<i>Chromium</i>	26-Sep-2023	0.05 mg/L	< 0.0010	mg/L	No
<i>Lead</i>	12-Sep-2023	0.01mg/L	0.00550	mg/L	No
<i>Mercury</i>	26-Sep-2023	0.001mg/L	< 0.00002	mg/L	No
<i>Selenium</i>	26-Sep-2023	0.01 mg/L	< 0.001	mg/L	No
<i>Sodium</i>	12-Jan-2022	20 mg/L	12.9	mg/L	No
<i>Uranium</i>	26-Sep-2023	0.02 mg/L	< 0.00005	mg/L	No
<i>Fluoride</i>	26-Sep-2022	1.5 mg/L	< 0.1	mg/L	No
<i>Nitrite</i>	15-Jan-2024	1.0 mg/L	< 0.05	mg/L	No
<i>Nitrate</i>	15-Jan-2024	10.0 mg/L	0.07	mg/L	No

Summary of 2023 Lead Sampling results (1ppm = 1mg/L)							
Location & Type	Number of Samples	Lead Range (#-#)	Unit of Measure	Alkalinity Range (#-#)	Unit of Measure	Average pH	Exceedance
Residential Plumbing	0						

Summary of 2023 Lead Sampling results (1ppm = 1mg/L)							
Location & Type	Number of Samples	Lead Range (#-#)	Unit of Measure	Alkalinity Range (#-#)	Unit of Measure	Average pH	Exceedance
Non-Residential Plumbing	0						
Distribution	8	< 0.00002 - 0.00550	mg/L	53 - 89	mg/L (as CaCO ₃)	6.62	No

Summary of 2023 Organic Sampling Results (1µg/L = 0.001mg/L)					
Parameter	Sample Date	Standard (maximum concentration)	Result Value	Unit of Measure	Exceedance
<i>Alachlor</i>	26-Sep-2023	0.005 mg/L	< 0.3	µg/L	No
<i>Atrazine + N-dealkylated metabolites</i>	26-Sep-2023	0.005 mg/L	< 0.5	µg/L	No
<i>Azinphos-methyl</i>	26-Sep-2023	0.02 mg/L	< 1	µg/L	No
<i>Benzene</i>	26-Sep-2023	0.001 mg/L	< 0.5	µg/L	No
<i>Benzo(a)pyrene</i>	26-Sep-2023	0.00001 mg/L	< 0.006	µg/L	No
<i>Bromoxynil</i>	26-Sep-2023	0.005 mg/L	< 0.5	µg/L	No
<i>Carbaryl</i>	26-Sep-2023	0.09 mg/L	< 3	µg/L	No
<i>Carbofuran</i>	26-Sep-2023	0.09 mg/L	< 1	µg/L	No
<i>Carbon Tetrachloride</i>	26-Sep-2023	0.002 mg/L	< 0.2	µg/L	No
<i>Chlorpyrifos</i>	26-Sep-2023	0.09 mg/L	< 0.5	µg/L	No
<i>Diazinon</i>	26-Sep-2023	0.02 mg/L	< 1	µg/L	No
<i>Dicamba</i>	26-Sep-2023	0.12 mg/L	< 1	µg/L	No
<i>1,2-Dichlorobenzene</i>	26-Sep-2023	0.2 mg/L	< 0.5	µg/L	No
<i>1,4-Dichlorobenzene</i>	26-Sep-2023	0.005 mg/L	< 0.5	µg/L	No
<i>1,2-Dichloroethane</i>	26-Sep-2023	0.005 mg/L	< 0.5	µg/L	No
<i>1,1-Dichloroethylene (vinylidene chloride)</i>	26-Sep-2023	0.014 mg/L	< 0.5	µg/L	No
<i>Dichloromethane</i>	26-Sep-2023	0.05 mg/L	< 5	µg/L	No
<i>2-4 Dichlorophenol</i>	26-Sep-2023	0.9 mg/L	< 0.2	µg/L	No
<i>2,4-Dichlorophenoxy acetic acid (2,4-D)</i>	26-Sep-2023	0.1 mg/L	< 1	µg/L	No
<i>Diclofop-methyl</i>	26-Sep-2023	0.009 mg/L	< 0.9	µg/L	No
<i>Dimethoate</i>	26-Sep-2023	0.02 mg/L	< 1	µg/L	No
<i>Diquat</i>	26-Sep-2023	0.07 mg/L	< 5	µg/L	No
<i>Diuron</i>	26-Sep-2023	0.15 mg/L	< 5	µg/L	No
<i>Glyphosate</i>	26-Sep-2023	0.28 mg/L	< 25	ug/L	No
<i>Haloacetic Acid (Rolling Average)</i>	15-Jan-2024	0.08 mg/L	35.2	ug/L	No
<i>Malathion</i>	26-Sep-2023	0.19 mg/L	< 5	ug/L	No

Summary of 2023 Organic Sampling Results (1µg/L = 0.001mg/L)					
Parameter	Sample Date	Standard (maximum concentration)	Result Value	Unit of Measure	Exceedance
2 Methyl-4 Chlorophenoxyacetic (MCPA)	26-Sep-2023	0.1 mg/L	< 10	ug/L	No
Metolachlor	26-Sep-2023	0.05 mg/L	< 3	ug/L	No
Metribuzin	26-Sep-2023	0.08 mg/L	< 3	ug/L	No
Monochlorobenzene	26-Sep-2023	0.08 mg/L	< 0.5	ug/L	No
Paraquat	26-Sep-2023	0.01 mg/L	< 1	ug/L	No
Pentachlorophenol	26-Sep-2023	0.06mg/L	< 0.2	ug/L	No
Phorate	26-Sep-2023	0.002 mg/L	< 0.3	ug/L	No
Picloram	26-Sep-2023	0.19 mg/L	< 5	ug/L	No
Polychlorinated Biphenyls (PCB)	26-Sep-2023	0.003 mg/L	< 0.05	ug/L	No
Prometryne	26-Sep-2023	0.001 mg/L	< 0.1	ug/L	No
Simazine	26-Sep-2023	0.01 mg/L	< 0.5	ug/L	No
THM (Rolling Average)	15-Jan-2024	0.100 mg/L	50.13	ug/L	No
Terbufos	26-Sep-2023	0.001 mg/L	< 0.5	ug/L	No
Tetrachloroethylene	26-Sep-2023	0.03 mg/L	< 0.5	ug/L	No
2,3,4,6-Tetrachlorophenol	26-Sep-2023	0.1 mg/L	< 0.2	ug/L	No
Triallate	26-Sep-2023	0.23 mg/L	< 10	ug/L	No
Trichloroethylene	26-Sep-2023	0.005 mg/L	< 0.5	ug/L	No
2,4,6-Trichlorophenol	26-Sep-2023	0.005 mg/L	< 0.2	ug/L	No
Trifluralin	26-Sep-2023	0.045 mg/L	< 0.5	ug/L	No
Vinyl Chloride	26-Sep-2023	0.002 mg/L	< 0.2	ug/L	No

Inorganic or Organic Parameters that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards			
Parameter	Result Value	Unit of Measure	Date of Sample
n/a			

Section 6: Significant Expenses Incurred

Significant expenses included,

- Install required equipment.
- Repair required equipment.
- Replace required equipment.
- None during this period.

Briefly Describe Incident and/or Expenses Incurred:

No.	Project Name	Description	Cost
1	North Glengarry Master Plan	<ul style="list-style-type: none"> • Engineering report for infrastructure maintenance and planned refurbishments 	\$35,585
2	VFD Replacement	<ul style="list-style-type: none"> • Multiple communication issues with SCADA • Various repairs completed, opted to change unit due to age and on-going issues 	\$21,000
3	WTP Intake Refurbishment	<ul style="list-style-type: none"> • Installation of dyke around intake crib to divert sedimentation due to on-going issues with deposit build-up on and around intake crib 	\$39,000
4	Proactive Valve Replacement	<ul style="list-style-type: none"> • 8 valves replaced along Dominion St in preparation for future watermain replacement 	\$12,000
5	Water Audit	<ul style="list-style-type: none"> • Due to high estimated water loss, hires third party contractor to complete a water audit and on-sight distribution step testing 	\$4,000

Section 7: Compliance with Licenses, Permits, Approvals and Orders

The operating authority strives to remain compliant with the Drinking Water Quality Management Standard 2.0, the Safe Drinking Water Act and all associated regulations, procedures, and guidelines. This approach is utilized to maintain a multi-barrier water treatment and distribution approach to ensure safeguarding of the drinking water.

The following table is a listing of all permits and or licenses that apply to this system:

Description	Number	Issue	Issue Date	Expiry Date
Municipal Drinking Water License	181-101	3	March 16, 2021	March 16, 2026
Water Works Permit	181-201	4	March 16, 2021	March 16, 2026
Permit to Take Water	2285-CEDRDN		May 26, 2022	May 14, 2032

The Township of North Glengarry and the Operating Authority upholds the accreditation certification by maintaining and promoting the current Quality Management currently in place. The Operational Staff actively participates in all system auditing requirements, and the annual system inspections as conducted through the Ministry of the Environment. All conformance and compliance issues identified throughout these systems reviews have been addressed and are in the process of being corrected.

During this period, all raw water flows were compliant with all permits to take water and are currently at 33.3% of the allowable limit, which is a 5% decrease from the previous year. All treated flows were well within the rated capacity for the system and as previously stated the system is currently only at 21.1% of the rated capacity.

All disinfection equipment was operated in such a manner that all license requirements were met at all times. The treatment system was operated at all times to ensure compliance with the Procedure for Disinfection of Drinking Water in Ontario.

All equipment was maintained as per operations manuals and/or calibrated annually by a certified technician.

Section 8: Non-Compliance with Licenses, Permits, Approvals and Orders

There was 1 instances of minor non-conformances identified during the annual external surveillance audit during this report period, and once reported, the compliance coordinator reviewed all documentation and completed updates as required.

Parameter	Regulatory Document	Requirement	Date of Correction
Documentation Currency and not adhering to the Ministry's Director Direction.	-The Operational Plan shall document a procedure for document and records control - Director's Directions, Safe Drinking Water Act, 2002: Minimum Requirements for Operational Plans Municipal Drinking Water Systems, May 2021.	-(a) documents required by the QMS are (i) kept current -(3.3) all plans shall contain the following: (3) a completed copy of the subject system description form.	06-Dec-2023

There were 1 instances of non-compliance in association to regulatory requirements, municipal license requirements and sampling during this period.

2023 Reported Incident in accordance to subsection 18(1) of the Safe Drinking Water Act or Schedule 16 of O. Reg 170/03					
Incident Date	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date
22-Dec-2023	Combined Cl ₂	0.19	mg/L	• Flushing to restore residual.	22-Dec-2023

Section 9: Township of North Glengarry Endorsement of Summary Report

A copy of the report was presented to all members of the municipal council through the Public Council meeting held on February 26, 2024, see appendix D for motion. The report was also made available to the public through the Township of North Glengarry website or upon individual request at the Main office, located at 3720 County Road 34, south of Alexandria.

This report has been endorsed by Tim Wright, Director of Public Works on behalf of Township of North Glengarry Council.

Section 10: Contact

All efforts have been made to provide accurate and up to date information in a relevant format. In the event that additional information is required please submit all verbal requests by phone at 613-525-3087; in writing by mail to 3720 County Road 34, RR2, Alexandria Ontario, K0C 1A0; or in writing by email to enviro@northglengarry.ca

Appendix A: Alexandria DWS 2023 Daily Treated Flows (m³/day)

	January	February	March	April	May	June	July	August	September	October	November	December
1	1,570	1,891	1,601	1,436	1,459	2,333	2,163	1,311	1,735	1,798	1,532	1,503
2	1,404	1,656	1,656	1,636	1,670	2,476	2,250	2,119	1,318	1,337	1,554	1,542
3	1,620	1,495	1,709	2,002	1,671	1,670	2,536	1,477	1,383	1,865	1,494	1,885
4	1,599	1,921	1,680	1,831	1,685	1,866	2,508	1,577	1,997	1,557	1,653	1,006
5	1,533	1,402	1,665	1,664	1,802	2,579	2,844	1,749	1,370	1,724	1,466	1,558
6	1,748	1,519	1,507	1,659	1,846	1,764	2,176	1,456	2,142	1,497	1,339	1,467
7	1,541	1,601	1,625	1,703	1,532	2,264	2,191	1,507	1,576	1,319	1,481	1,801
8	1,528	1,598	1,926	1,614	1,822	2,351	2,628	1,744	1,558	1,756	1,602	1,523
9	1,533	2,067	1,318	1,661	1,950	1,581	2,198	1,653	1,624	1,475	1,553	1,669
10	1,605	1,288	1,624	1,792	1,428	2,138	1,528	1,506	1,574	1,358	1,331	1,607
11	1,573	1,766	1,733	1,852	1,966	1,749	1,511	1,169	1,385	1,888	1,556	1,379
12	1,791	1,700	1,620	1,515	1,711	2,372	1,527	1,763	1,696	1,578	1,622	1,625
13	1,361	1,597	1,498	1,657	1,839	1,917	1,420	1,343	1,469	1,344	2,960	1,417
14	1,601	1,587	1,908	1,704	2,067	2,173	1,614	1,974	1,715	1,544	1,655	1,671
15	1,659	1,910	1,459	1,754	1,502	2,663	2,031	1,463	1,514	1,540	1,583	1,674
16	1,841	1,546	1,700	1,722	2,025	1,458	1,310	1,717	1,356	1,524	1,208	1,807
17	1,631	1,507	1,661	1,727	1,753	1,622	1,895	1,134	1,739	1,855	1,578	1,587
18	1,410	1,619	1,566	1,641	1,618	2,013	1,550	1,938	1,472	1,188	1,514	1,339
19	1,471	1,783	1,715	1,849	161	2,527	1,561	1,306	1,834	1,858	1,812	1,914
20	1,824	1,597	1,549	1,498	1,600	2,289	1,863	1,478	1,670	1,832	1,153	1,548
21	1,555	1,409	1,520	1,592	1,711	2,389	1,282	1,678	1,562	1,286	1,451	1,568
22	1,673	1,761	1,532	2,057	2,031	2,085	1,897	1,919	1,229	1,504	1,682	1,877
23	1,481	1,418	1,836	1,374	1,823	2,049	1,733	1,834	1,499	1,430	1,704	1,877
24	1,721	1,806	1,818	1,883	2,280	2,045	1,659	1,252	1,621	1,747	1,327	1,608
25	1,667	1,678	1,454	1,515	1,711	2,239	1,863	1,776	1,963	1,525	1,637	1,367
26	1,629	1,665	1,556	1,547	2,279	2,182	1,667	1,627	1,293	1,461	1,574	1,718
27	1,351	1,489	1,424	1,746	1,648	2,448	1,271	1,223	1,782	1,594	1,550	1,310
28	1,662	1,633	1,635	1,804	2,281	2,084	1,830	1,998	1,308	1,507	1,428	1,823
29	1,640		1,986	1,561	2,104	2,486	1,193	1,181	1,912	1,540	1,451	1,915
30	1,483		1,725	1,586	2,270	2,565	1,669	1,685	1,364	1,282	1,793	1,350
31	1,597		2,029		2,398		1,653	1,396		1,503		1,721
Minimum	1,351	1,288	1,318	1,374	161	1,458	1,193	1,134	1,229	1,188	1,153	1,006
Average	1,590	1,640	1,653	1,686	1,795	2,146	1,839	1,579	1,589	1,555	1,575	1,602
Maximum	1,841	2,067	2,029	2,057	2,398	2,663	2,844	2,119	2,142	1,888	2,960	1,915
Total	49,304	45,908	51,234	50,583	55,643	64,375	57,023	48,952	47,662	48,220	47,244	49,658

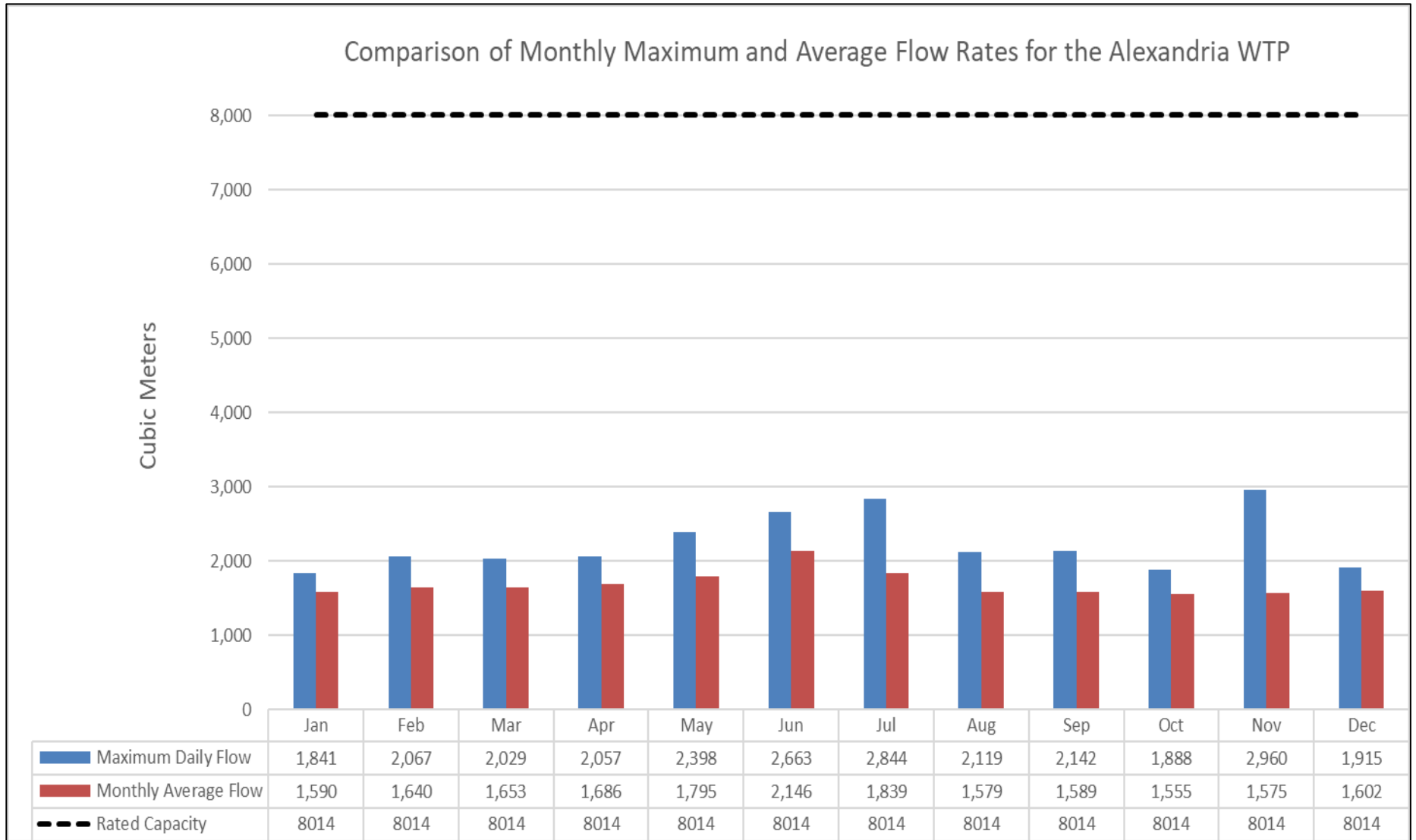
Annual Flows Summary
161
1,687
2,960
615,806

Appendix B: Alexandria DWS 2023 Maximum Instantaneous Treated Flows (m³/sec)

	January	February	March	April	May	June	July	August	September	October	November	December	
1	0.041	0.041	0.041	0.041	0.041	0.041	0.042	0.042	0.041	0.042	0.041	0.042	
2	0.041	0.042	0.040	0.041	0.041	0.041	0.041	0.040	0.041	0.042	0.041	0.041	
3	0.041	0.041	0.041	0.041	0.042	0.041	0.042	0.040	0.041	0.041	0.041	0.042	
4	0.040	0.041	0.040	0.045	0.041	0.041	0.041	0.040	0.041	0.041	0.041	0.042	
5	0.041	0.041	0.040	0.042	0.042	0.042	0.042	0.041	0.044	0.041	0.042	0.041	
6	0.041	0.041	0.041	0.041	0.041	0.042	0.041	0.041	0.041	0.041	0.041	0.041	
7	0.041	0.041	0.041	0.041	0.042	0.042	0.041	0.041	0.041	0.041	0.041	0.042	
8	0.042	0.041	0.040	0.041	0.041	0.042	0.041	0.040	0.041	0.041	0.041	0.041	
9	0.042	0.041	0.040	0.042	0.041	0.041	0.041	0.041	0.041	0.041	0.041	0.041	
10	0.041	0.041	0.041	0.042	0.042	0.041	0.041	0.041	0.041	0.041	0.060	0.042	
11	0.041	0.041	0.041	0.041	0.041	0.041	0.045	0.041	0.041	0.042	0.041	0.042	
12	0.042	0.040	0.041	0.041	0.042	0.042	0.040	0.041	0.042	0.044	0.041	0.042	
13	0.041	0.040	0.042	0.041	0.041	0.052	0.040	0.041	0.041	0.042	0.041	0.041	
14	0.041	0.040	0.042	0.042	0.041	0.042	0.040	0.041	0.042	0.041	0.041	0.041	
15	0.041	0.040	0.041	0.042	0.042	0.044	0.040	0.041	0.041	0.041	0.041	0.041	
16	0.042	0.041	0.040	0.041	0.041	0.041	0.041	0.041	0.042	0.041	0.041	0.042	
17	0.042	0.041	0.041	0.041	0.042	0.042	0.041	0.041	0.041	0.042	0.041	0.042	
18	0.041	0.041	0.041	0.041	0.041	0.041	0.041	0.043	0.041	0.042	0.041	0.041	
19	0.041	0.041	0.041	0.040	0.041	0.041	0.042	0.041	0.041	0.042	0.041	0.042	
20	0.041	0.041	0.040	0.041	0.042	0.041	0.042	0.042	0.041	0.041	0.041	0.042	
21	0.041	0.040	0.041	0.041	0.041	0.041	0.041	0.041	0.042	0.041	0.041	0.041	
22	0.041	0.041	0.041	0.040	0.041	0.041	0.041	0.043	0.041	0.042	0.042	0.041	
23	0.041	0.041	0.041	0.041	0.044	0.041	0.043	0.055	0.041	0.041	0.042	0.041	
24	0.043	0.041	0.040	0.040	0.042	0.041	0.042	0.044	0.041	0.043	0.041	0.041	
25	0.042	0.040	0.041	0.040	0.041	0.043	0.042	0.041	0.041	0.041	0.041	0.041	
26	0.041	0.044	0.041	0.041	0.042	0.043	0.044	0.041	0.041	0.041	0.041	0.041	
27	0.042	0.041	0.040	0.043	0.042	0.042	0.041	0.042	0.041	0.041	0.041	0.041	
28	0.041	0.040	0.041	0.040	0.041	0.042	0.042	0.041	0.041	0.041	0.041	0.041	
29	0.041		0.041	0.041	0.040	0.042	0.042	0.044	0.042	0.041	0.041	0.049	
30	0.041		0.041	0.040	0.041	0.041	0.042	0.041	0.042	0.041	0.041	0.041	
31	0.041		0.042		0.041		0.041	0.041		0.041		0.041	
Minimum	0.040	0.040	0.040	0.040	0.040	0.041	0.040	0.040	0.041	0.041	0.041	0.041	0.040
Average	0.041	0.041	0.041	0.041	0.041	0.042	0.041	0.042	0.041	0.041	0.042	0.042	0.041
Maximum	0.043	0.044	0.042	0.045	0.044	0.052	0.045	0.055	0.044	0.044	0.060	0.049	0.060

Annual
Flows
Summary

Appendix C: Comparison of Average and Maximum Monthly Treated Flow Rates



Appendix D: Council Meeting Staff Report

Township of North Glengarry
Public Works Committee
MOTION

Moved by: Mike Sopratto

Seconded by: Janie MacDonald

Date: Feb 20/18

Subject: 2017 Annual and Summary Reports

Be it resolved;

THAT the Public Works Committee of the Township of North Glengarry, hereby receives the Water Works Alexandria and Glen Robertson 2017 Annual and Summary Reports presented by Angela Cullen.

Unanimous Carried Defeated Ayes Nays

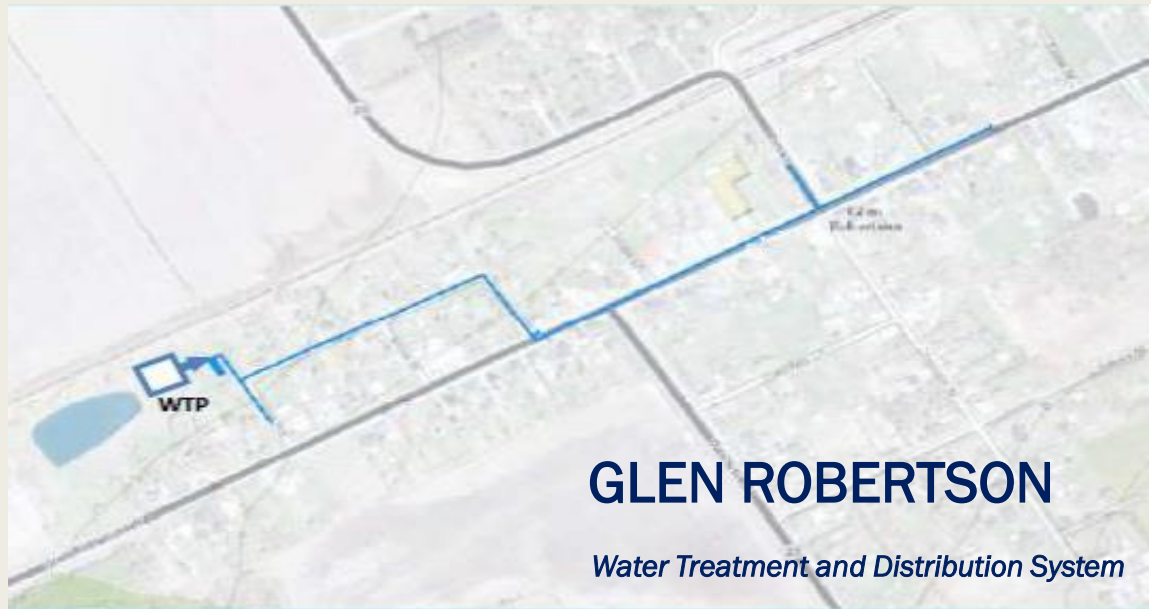
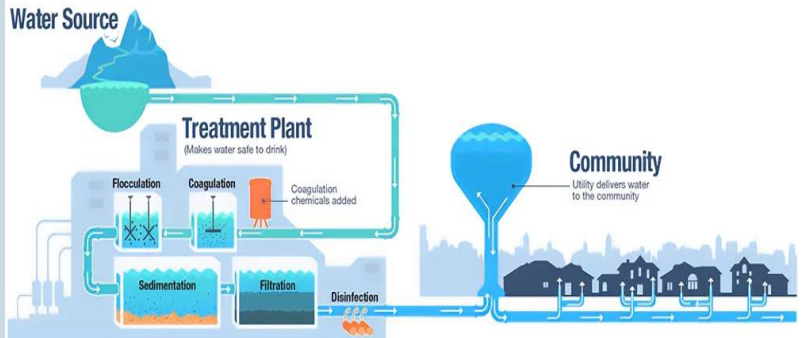
Motion number: 2018 - 08

Brian Caddell, Committee Chair

Brian Caddell

ANNUAL DRINKING WATER SYSTEMS REPORT TO COUNCIL

- Glen Robertson DWS
- Alexandria DWS (including Maxville)

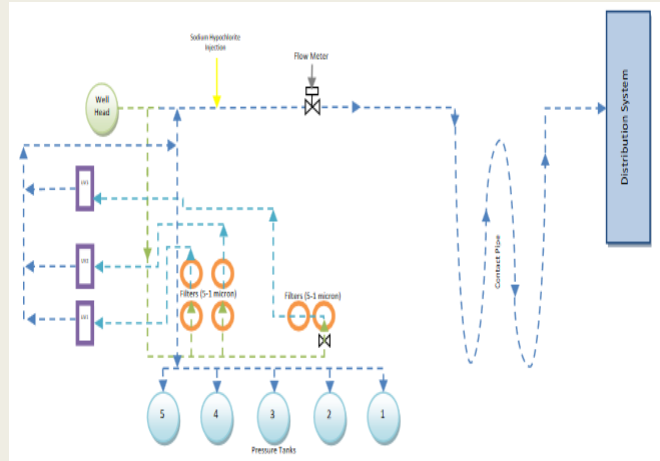


GLEN ROBERTSON

Water Treatment and Distribution System

Glen Robertson Drinking Water System

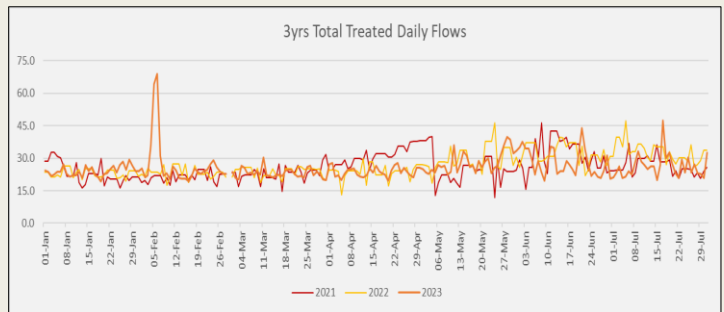
- **Small Municipal Residential Drinking Water System**
 - Always believed to be a Class 1 Distribution & Supply Subsystem
 - OWWCO: Limited Groundwater System
 - Reclassification was never submitted after 2010 upgrades
 - Reclassification submitted in December 2023, which may change some requirements.
- **Permits/Licenses**
 - Municipal Drinking Water License and Drinking Water Works Permit (valid until March 2026)
 - Permit to Take Water (valid until March 2025)
- **Treatment Includes**
 - Groundwater (Under Direct Influence of Surface Water)
 - In-line Particle filters
 - UV Disinfection
 - Chlorine Disinfection and Monitoring
 - Back-Up Natural Gas Generator
 - No Secondary Storage
- **Service Area**
 - 45-50 service connection



Flow Summary

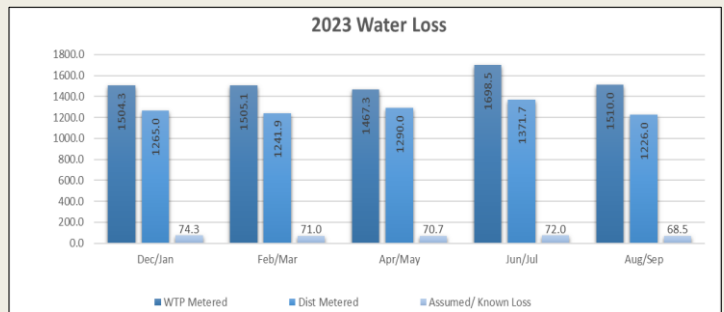
Water Usage Summary

- Daily Allowable (PTTW) 224m³/day
- WTP Maximum Daily Flow: 69.1m³
- WTP Average Daily Flow: 24.6m³
- Current System Capacity: 10.9% (decrease of 1.2% from previous year)
- No major flow or water quality deviations



Water Loss

- Water loss attributed to water leaks in distribution before customer meters or faulty meters (caused by age, damage or tampering)
- Calculated loss is about 10%, so within the 5%-20% industry standard.



Sampling and Analysis



OPERATIONAL MONITORING



ROUTINE SAMPLING



QUARTERLY SAMPLING



ANNUAL/ADDITIONAL SAMPLING

Raw & Treated Quality		No Adverse Samples		No Adverse Samples		Organic/Inorganic (3yrs)
Raw Water		Raw Water		Treated Nitrate/Nitrite		<ul style="list-style-type: none"> Last sample 2021 <ul style="list-style-type: none"> No issues noted Next Sample 2024
<ul style="list-style-type: none"> Values are stable, as compared to previous years. Minor increased in turbidity during Spring/Summer 	<ul style="list-style-type: none"> e. coli range total coliform 	0 - 0 0 - 10	<ul style="list-style-type: none"> Sampling completed as required results well below limits 			
Treated Water		Treated Water		Distribution THM		
<ul style="list-style-type: none"> Values are stable, as compared to previous years. Minor increases noted in pH, turbidity and minimum chlorine residuals 	<ul style="list-style-type: none"> e. coli range total coliform HPC 	0 - 0 0 - 0 <2 - 4	<ul style="list-style-type: none"> All samples well below limits Rolling Average 16 (Jan-2024) 			Lead Program (3yrs) <ul style="list-style-type: none"> Sampling 2023 <ul style="list-style-type: none"> No issues noted Bi-annual monitoring <ul style="list-style-type: none"> No issues noted Next Sample 2026/2024
Distribution		Distribution		Distribution HAA		Fluoride/Sodium (5yrs) <ul style="list-style-type: none"> Last sample 2022 <ul style="list-style-type: none"> Sodium Exceedance (historical) Next Sample 2027
<ul style="list-style-type: none"> Alkalinity values are consistent with previous observations and are stable. Minor increase in turbidity between May-Sep 	<ul style="list-style-type: none"> e. coli range total coliform HPC 	0 - 0 0 - 0 <2 - 6	<ul style="list-style-type: none"> All samples non-detect Rolling Average 7.4 (Jan 2024) 			Upcoming Changes <ul style="list-style-type: none"> pending system classification no regulatory changes

Significant Expenses

Meter Change Program

- meters have life expectancy is 15-20yrs based on metering accuracy.
- Replacement program started in 2023
 - Tendered/Contracted to 1 plumber
 - Reliant on residential scheduling with plumber
 - Appx. 77% complete to date

Flushing/Sampling Station

- Purchased
- Installed by operational staff at end of the distribution

WTP Building Expansion

- Engineering and design was contracted to EVB

Operational Issues

Treatment Failures

- UV Unit Failure
 - Faulty lamps caused multiple unit failures (repaired)
 - Solenoid malfunction impacting flows/well pump amperage and chemical dosing (repaired)
 - Unit communication failure (repaired)
- NaCl₂ Pump/Injection
 - operation/dosing issues noted during low flows
 - working with supplier to resolve on-going issues

Equipment Failures

- UV Isolation Solenoid Malfunctions
 - replaced all units, including defective unit
- Singer Valve/Well Coupling Leak
 - temporary mitigation measures put into place to prevent issue reoccurrence
 - contractor brought into to determine scope of work
 - to create work plan and schedule repair



Internal Audit

- Completed by Ewen MacDonald (Oct)
- Minor Non-Conformance
 - documentation currency
 - documentation protection
- Opportunities for Improvement
 - 6 items identified
 - each element evaluated for impact/feasibility
 - relevant elements were implemented



Maintained System Accreditation

- Third-Party Surveillance Audit completed (Nov)
- Minor Non-Conformance
 - required form, schedule C, missing from Operational Plan
 - documentation currency issued
- Opportunities for Improvement
 - 3 items identified
- System Accreditation maintained
 - after all non-conformances were closed (Dec)



Compliance with Provincial Water Quality Legislation, Guideline, Practices

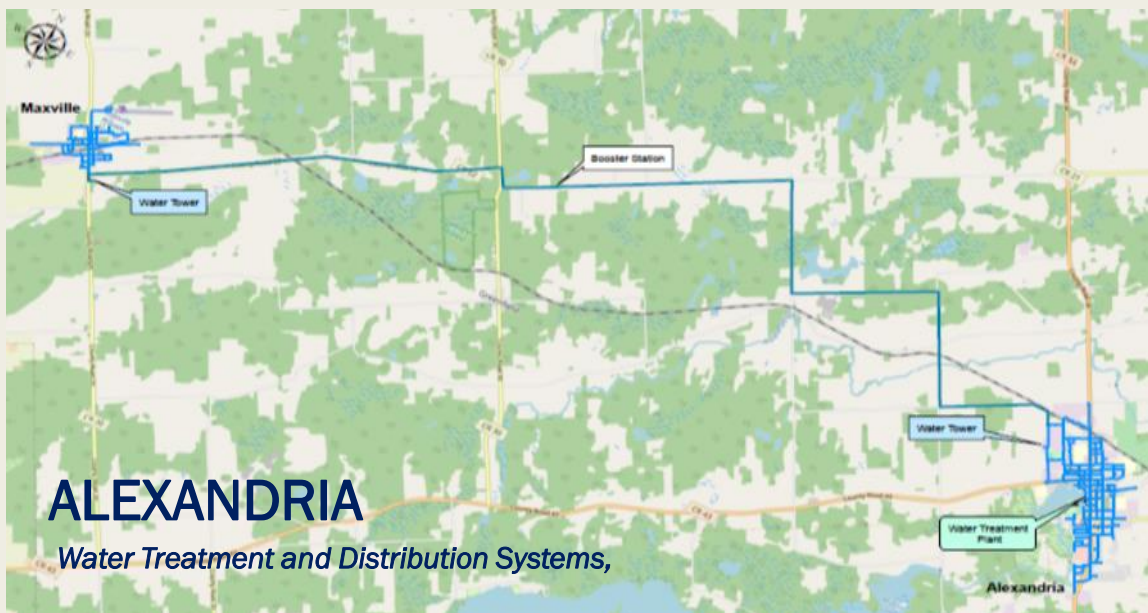
- Annual Inspection (Oct)
 - 98.8% risk ranking
 - 1 Non-Compliance (system reclassification after an alteration or upgrade)
- System re-classification was submitted to OWWCO
- 0 AWQI reports



Multi-Barrier Approach to Water Treatment and Distribution

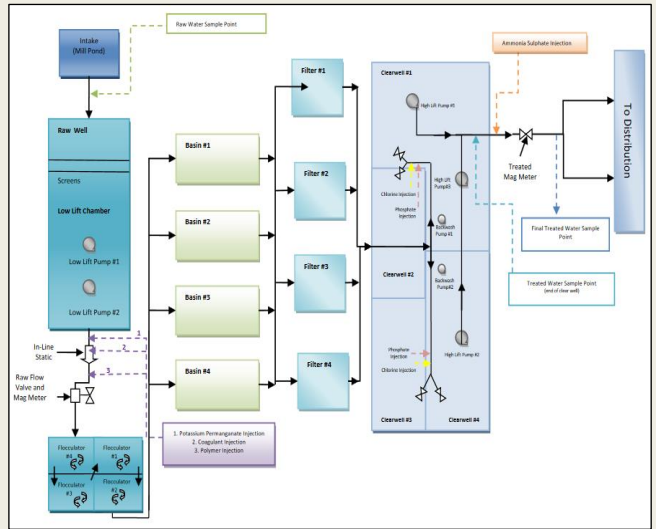
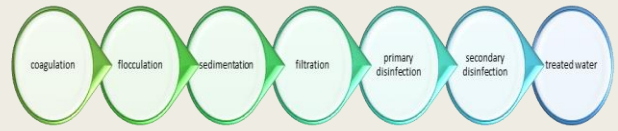
- 36month Risk Assessment (Mar)
 - Scheduled 2025
 - To use new QMS Risk Assessment
- Annual Risk Review (Jul)
 - minor changes required to O&M Manual
- Better integration of QMS into Management
- Timelines for reviews and impacts were better managed throughout this year

Compliance-Licenses-Permit-Approval-Orders



Alexandria Drinking Water System

- Large Municipal Residential Drinking Water System
 - Class 3 Treatment / Class 2 Distribution
- Permits/Licenses
 - Municipal Drinking Water License and Drinking Water Works Permit (valid until March 2026)
 - Permit to Take Water (valid until May 2032)
- Treatment Includes
 - Surface water (Mill Pond)
 - Coagulation/Flocculation/Sedimentation
 - Chlorine Disinfection, Corrosion Control and Monitoring
 - Chloramination
 - Transmission Main with Chloramine Boosting
 - 2 Water Towers (Alexandria & Maxville)
 - Back Up Generators at all facilities (WTP & Water Towers)
- Service Area
 - Alexandria Town Limits and Maxville Village Limits
 - 1800 service connection



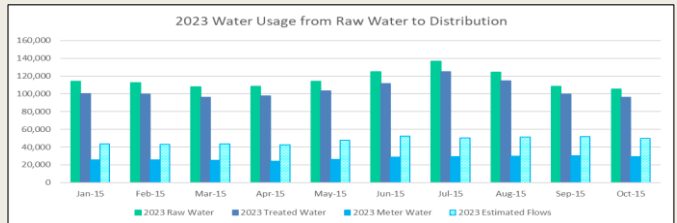
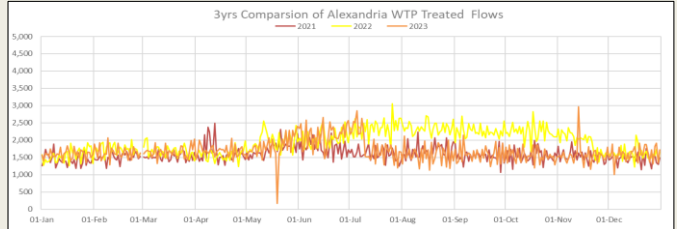
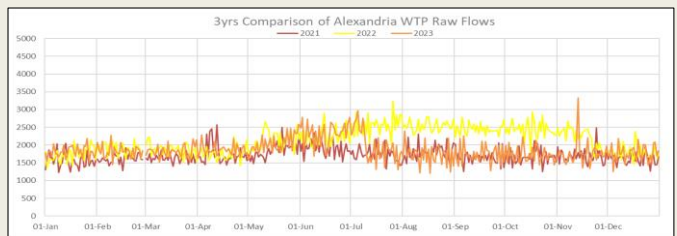
Flow Summary

Water Usage Summary

- Daily Allowable Raw Water (PTTW) 5,616 m³/day
 - WTP Maximum Daily Raw Flow: 3,329m³
 - WTP Average Daily Raw Flow: 1,866m³
 - Current System Capacity: 33.2% (decrease of 4.9% from previous year)
- Daily Allowable Treated Water (8,014 m³/day)
 - WTP Maximum Daily Treated Flow: 2,960m³
 - WTP Average Daily Raw Flow: 1,687m³
 - Current System Capacity: 21.1% (decrease of 3.2% from previous year)

Water Loss

- Water loss attributed to water leaks in distribution before customer meters, hydrant usage with/without permission (no reported total) or faulty meters (caused by age, damage or tampering)
- Calculated loss is about 54%, which is decreased 14%
 - Believed to be a significant amount of water is lost through small leaks throughout system
 - Water Audit was completed but did not yield substantial results.



Sampling and Analysis



OPERATIONAL MONITORING



ROUTINE SAMPLING



QUARTERLY SAMPLING



ANNUAL/ADDITIONAL SAMPLING

Raw & Treated Quality	No Adverse Samples		No Adverse Samples	Organic/Inorganic (1yrs)
Raw Water <ul style="list-style-type: none"> Values are stable, as compared to previous years. Minor decrease in manganese. 	Raw Water <ul style="list-style-type: none"> e. coli range total coliform 		Treated Nitrate/Nitrite <ul style="list-style-type: none"> within normal ranges results well below limits 	<ul style="list-style-type: none"> Last sample 2023 <ul style="list-style-type: none"> No issues noted Next Sample 2024
Treated Water <ul style="list-style-type: none"> Values are stable, as compared to previous years. Minor increases in average turbidity between Apr-Oct 	Treated Water <ul style="list-style-type: none"> e. coli range total coliform HPC 		Distribution THM & HAA <ul style="list-style-type: none"> All samples well below limits THM Rolling Average 50.1 (Jan) HAA Rolling Average 35.2 (Jan) 	Lead Program (3yrs) <ul style="list-style-type: none"> Sampling 2023 <ul style="list-style-type: none"> No issues noted Bi-annual monitoring <ul style="list-style-type: none"> No issues noted Next Sample 2026/2024
Distribution <ul style="list-style-type: none"> Alkalinity consistent through cycles Minor increase in turbidity from Jul-Oct 	Distribution <ul style="list-style-type: none"> e. coli range total coliform HPC 		Distribution NDMA <ul style="list-style-type: none"> All samples well below limits (0.09) Average 0.004µg/L 	Fluoride/Sodium (5yrs) <ul style="list-style-type: none"> Last sample 2022 <ul style="list-style-type: none"> Sodium Exceedance (historical) Next Sample 2027
				Upcoming Changes <ul style="list-style-type: none"> No regulator changes to note

Significant Expenses

North Glengarry Master Plan

- Engineering report for infrastructure renewal and rehabilitation

Alexandria WTP VFD Replacement

- Caused by multiple communications failure with SCADA and inability to run HLP in automatic.
- Capital Control contracted troubleshoot various issues and completed multiple repairs without success.
- Unit replaced due to unsuccessful repairs and age.

WTP Intake Refurbishment

- Caused by on-going issues with sedimentation build-up and intermittent reduction of influent flows.
- Divers were brought in to install dyke around intake crib to prevent sedimentation build-up.

Proactive Valve Replacement

- 8 valve replaced along Dominion St South, in preparation for planned 2024 watermain replacement.

Water Audit

- Due to high estimated water loss
- Contracted to third party out to guide through process
- Completed tabletop audit and results indicated 55.7% loss for Alexandria and 49.8% loss in Maxville
- Completed bottom-up night flow analysis, results inconclusive due to leaking valves

Operational Issues

Coagulant Fill Piping

- Damaged during chemical deliver.
- Both lines repaired by local plumber.

Desludge Program

- Intermittent operational issues
 - Performed calibration on all units.
- Intermittent operational issue due to valve failure
 - Reset valve and reposition cart to resume operations.

Backwash Process

- Filter 3 Surface Wash Issues
 - Intermittent operational issues, which reduced the backwash efficiency.
 - Contractor was brought in multiple times to repair and troubleshoot on-going issues.
- Program failures due to failed valve operations.
 - Reset faults and manually backwash filters.

Chlorine Cylinder Leak

- Intermittent leak due to faulty yoke connection
 - Replaced defective parts

High Lift Pump Issues

- Faulty card in SCADA PLC Panel
 - Troubleshoot with SCAD technician and reset the faulty card

Generator Issues

- Replace louvres motor.
- Replace defective battery
- Repair oil leak

Alarm Panel Failure

- Issues with alarm advisement due to alarm company procedure changes
 - Spoke to technician to establish minimum requirements.
- Loss in alarm coverage due to defective parts
 - Contractor replaced defective parts

Treatment Failures

- Loss of coagulant dosing due to pump failure
 - Contact SCADA technician to ensure duty/standby switch over programming is in place.
 - Repair pump issues and dump all untreated water, monitored turbidity and chlorine residuals.
- Clearwell Sensor Failure
 - Intermittent issues causing minor issues
 - Adjust SCADA program settings to ensure operations
 - Replace sensor
- Boosting Chemical Pump Failure
 - Prime pump to restore operations.

Water Breaks

- Planned Work
 - 8 valve replacement
 - 1 service installation
 - 1 watch valve repair
- Unplanned Work:
 - 0 water main breaks
 - 2 service line repairs
- All unplanned work contracted out with 1 operator on-site



Internal Audit

- Completed by Ewen MacDonald (Oct)
- Minor Non-Conformance
 - documentation currency
 - documentation protection
- Opportunities for Improvement
 - 6 items identified
 - each element evaluated for impact/feasibility
 - relevant elements were implemented



Maintained System Accreditation

- Third-Party Surveillance Audit completed (Nov)
- Minor Non-Conformance
 - required form, schedule C, missing from Operational Plan
 - documentation currency issued
- Opportunities for Improvement
 - 3 items identified
- System Accreditation maintained
 - after all non-conformances were closed (Dec)



Compliance with Provincial Water Quality Legislation, Guideline, Practices

- Annual Inspection (Oct)
 - 100% risk ranking
 - No non-compliances or recommendations
- 1 AWQI reports
 - Low Distribution Residual
 - Flushing restored residuals
 - Ensure weekly flushing due to low connections
 - Training for staff on adverse limits



Multi-Barrier Approach to Water Treatment and Distribution

- 36month Risk Assessment (Nov)
 - Scheduled 2025
- Annual Risk Review (Jul)
- Better integration of QMS into Management
- Timelines for reviews and impacts were better managed throughout this year

Compliance-Licenses-Permit-Approval-Orders

The Township of North Glengarry

Glen Robertson Well Supply System

2023 Annual and Summary Report

In compliance with O. Reg 170/03, section 11, and O. Reg 170/03 schedule 22

Contents

Section 1: Introduction

Section 2: System Description

Section 3: Process and Equipment Description

Section 4: Flow Summary

Section 5: Sampling and Laboratory Analysis Summary

Section 6: Significant Expenses Incurred

Section 7: Compliance with Licenses, Permits, Approvals and Orders

Section 8: Non-Compliance with Licenses, Permits, Approvals and Orders

Section 9: Township of North Glengarry Endorsement of Summary

Section 10: Contacts

Appendix A: Glen Robertson Daily Treated Flows

Appendix B: Glen Robertson Maximum Instantaneous Flows

Appendix C: Comparison of Average and Maximum Monthly Treated Flow Rates

Appendix D: Council Resolution of Receipt

Section 1: Introduction

This report is an annual summary of water quantity, quality system information, system operations and major expenditures for the Glen Robertson Well Supply during the reporting period of January 1, 2023, to December 31, 2023. It was prepared in accordance with section 11 and schedule 22 of the of Ontario's Drinking Water Systems Regulation O. Regulation 170/03.

Section 2: System Description

The Glen Robertson Well Supply System is located on Irwin St within the hamlet of Glen Robertson, which is approximately 11 kms northeast of the Town of Alexandria. This system uses groundwater as its source to supply the residents with treated water and has a rated capacity of 224 m³/day. It is categorized as a small municipal residential drinking water system, through the Ministry of Environment, Conservation and Parks. In 2010 the source was deemed to be groundwater under the direct influence of surface water (GUDI), and upgrades were implemented to strengthen the treatment processes.

Section 3: Process and Equipment Description

Supply Well

One 300 mm diameter drilled well located on 3342 Irwin St., *UTM Easting: 538506 UTM Northing: 5022689 (NAD 83, accuracy +/- 10m)*. It is equipped with a submersible well pump rated at 5.1L/sec (67 IGPM), attached to a 50mm diameter discharge pipe.

Pumping Station

All equipment is stored within a single-story brick building, approximately 17.4m², (4.7m x 3.7m), located at 3342 Irwin St. The property is enclosed by a chain link fence and the building is monitored by an automated alarm system for security purposes.

Treatment Equipment

The raw water is pumped from the well via a 50 mm pipe and passes through 2 filters, a 5-micron particulate filter followed by a 1-micron particulate filter, prior to entering the ultraviolet light (UV) disinfection system. The filtered water passes through UV units for primary disinfection, with 2 units in service 1 unit in stand-by mode at all times. The systems are equipped with auto-shut down, but manual switch over is required to transfer over operations between units.

The water is then dosed with sodium hypochlorite to ensure primary and secondary disinfection are achieved. The chlorination system utilizes two diaphragm sodium hypochlorite metering pumps, which discharges through the injection point into the discharge piping. The pumps have automatic switchover capabilities and will switch over if a problem develops with the lead pump during operation. There is 1 sodium hypochlorite storage tank, with 30L capacity that feeds both pumps and is contained within a secondary containment vessel.

Located outside the building but within the property boundaries, is an underground chlorine contact chamber consisting of 52m of 300mm piping. It contains a flushing port and a treated water sample line which feeds the on-line analyzers located in the water treatment plant.

Monitoring Equipment

Three free chlorine analyzers are used for regulatory monitoring, one measures chlorine residuals directly after sodium hypochlorite injection point, one measures the residual at the end of the contact chamber as the treated water enters the distribution system and one analyzer is in place in the distribution.

One flow meter is installed directly after the sodium hypochlorite injection on the piping leading to the contact chamber. This unit will record all flows leaving the treatment process and entering the distribution. There is no raw flow meter in this system due to limited access and minimal water taking prior to treatment.

One on-line turbidity analyzer measures the treated water as it leaves the contact chamber and enters the distribution system.

All the instrumentation and equipment described above is tied into the SCADA system which ensures system monitoring, process control and historical trending, however while remote monitoring is possible, there is limited remote control capabilities. The alarm setpoints are enabled through the SCADA system and transferred to an automated alarm/dialler system to alert the on-call operational staff member to any limit exceedances.

System Pressure Equipment

The well pump will start, run, or stop based on pressure limits set within the SCADA system, the system utilizes an automated gauge in the water plant prior to sodium hypochlorite injection to monitor the system pressure. Five 400 L pneumatic pressure tanks are in service to ensure the distribution pressure is maintained between 275 to 400 kPa and alarms are enabled, as previously described.

The pre-existing manual pressure switch now acts as a system back-up and is set to operate if the SCADA system malfunctions.

Emergency Power

A 17-kW natural gas generator, equipped with auto start, is used to provide power to the water treatment building in the event of a utility power outage. The generator is located outside the building on the west facing wall, with the transfer switch located within the water treatment building on the east wall.

Additional Equipment

All piping, valves, controls, and appurtenances along with associated mechanical and electrical equipment not mentioned in the description but are utilized to make up the system.

Monitoring Wells

Two drilled monitoring wells are located on the property where the treatment plant is located. One being located northeast of the building, and one located southwest of the building. These wells were utilized in the past for groundwater level monitoring, but no monitoring is being currently conducted. In December 2022 the well covers were replaced to ensure well integrity is maintained.

Section 4: Flow Summary

In accordance with License #181-102 the Glen Robertson Well Supply shall not be operated to exceed the rated of the treatment system. Both the Permit to Take Water (PTTW) and the License requirements allow for a maximum of 224 m³ total daily for raw and treated water.

In order to assess the rated capacity of the drinking waters system, in terms of meeting existing demands and planned future developments, a summary of the treated flow rates during this period covered by this report was prepared and is presented in the chart below. The 2023 average daily treated flow was calculated to be 24.6m³ and the observed maximum daily flow was reported to be 69.1m³. This represents 10.9% of the total plant rated capacity, please refer to the appendices for full 2023 annual data summary.

<u>2023 Treated Flow Summary</u>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Maximum Daily Flow (m ³)	29.5	69.1	30.5	27.8	39.8	44.1	47.5	33.4	29.6	29.3	29.3	27.1
Monthly Average Flow (m ³)	24.0	27.2	23.1	23.8	28.1	28.0	26.3	24.0	22.4	22.8	22.4	22.9

<u>2023 Treated Flow Summary</u>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Monthly Average Daily Maximum Instantaneous Flow (L/s)	1.67	2.06	1.71	1.71	1.92	2.10	1.72	1.98	1.88	1.65	2.00	1.89
Rated Maximum Daily Treated Flow for the approved system										224 m ³ /day		
Rated Maximum Instantaneous Treated Flow										2.6 L/s		

Section 5: Sampling and Laboratory Analysis Summary

The Township of North Glengarry uses Caduceon Laboratories as the primary provider for all sample analysis. Caduceon Laboratories is an accredited laboratory under the Ministry of the Environment, Conservation and Parks requirements. Refer to table below for all results as required.

2023 Microbiological Testing Completed as per Schedule 10, 11 and/or 12 of O. Reg 170/03					
Location	Number of Samples	Range of E. Coli or Fecal Results (#-#)	Range of Total Coliform Results (#-#)	Number of HPC Samples	Range of HPC Results (#-#)
Raw	52	0 - 0	0 - 0	0	
Treated	52	0 - 0	0 - 0	52	< 2 - 3
Distribution	104	0 - 0	0 - 0	104	< 2 - 500

2023 Operational Testing as per Schedule 7, 8 and or 9 of O. Reg 170/03		
Parameter	Number of Samples	Range of Results <i>unit of measure is mg/L unless otherwise indicated (#-#)</i>
Raw Turbidity	256	0.10 - 1.40
Treated Free Chlorine	Continuous	0.80 – 2.17
Distribution Free Chlorine	Continuous	0.64 - 3.26
Fluoride <i>(If the DWS provides fluoridation)</i>	n/a	

Additional Sampling or Testing in Accordance with Municipal License Requirement or Order				
Date of Order or Approval Amendment	Parameter	Date Sampled	Result	Unit of Measure
n/a				

2023 Summary of Inorganic Parameters Tested <i>(1ug/L = 0.001mg/L; RAA=Rolling Annual Average)</i>					
Parameter	Sample Date	Standard <i>(maximum concentration)</i>	Result Value	Unit of Measure	Exceedance
Antimony	01-Nov-2021	0.006 mg/L	< 0.0001	mg/L	No
Arsenic	01-Nov-2021	0.01 mg/L	0.0002	mg/L	No
Barium	01-Nov-2021	1.0 mg/L	0.176	mg/L	No
Boron	01-Nov-2021	5.0 mg/L	0.033	mg/L	No
Cadmium	01-Nov-2021	0.005 mg/L	< 0.000015	mg/L	No
Chromium	01-Nov-2021	0.05 mg/L	< 0.002	mg/L	No
Lead	11-Sep-2023	0.01mg/L	0.00422	mg/L	No
Mercury	01-Nov-2021	0.001mg/L	< 0.00002	mg/L	No
Selenium	01-Nov-2021	0.05 mg/L	< 0.001	mg/L	No
Sodium	12-Sep-2022	20 mg/L	104	mg/L	Yes

2023 Summary of Inorganic Parameters Tested
(1ug/L = 0.001mg/L; RAA=Rolling Annual Average)

Parameter	Sample Date	Standard (maximum concentration)	Result Value	Unit of Measure	Exceedance
Uranium	01-Nov-2021	0.02 mg/L	0.00042	mg/L	No
Fluoride	12-Sep-2022	1.5 mg/L	< 0.1	mg/L	No
Nitrite	15-Jan-2024	1.0 mg/L	< 0.05	mg/L	No
Nitrate	15-Jan-2024	10.0 mg/L	0.86	mg/L	No

2023 Summary of Lead Testing
(1ppm = 1mg/L)

Location/ Type	Number of Samples	Range of Lead Results (#-#)	Unit of Measure	Range of Alkalinity Results (#-#)	Unit of Measure	Average pH	Exceedance
Residential Plumbing	0						
Non-Residential Plumbing	0						
Distribution	2	0.001 - 0.004	mg/L	334-347	mg/L	7.14	0

2023 Summary of Organic Parameters Tested
(1ug/L = 0.001mg/L; RAA=Rolling Annual Average)

Parameter	Sample Date	Standard (maximum concentration)	Unit of Measure	Result Value	Unit of Measure	Exceedance
Alachlor	01-Nov-2021	0.005	mg/L	< 0.3	ug/L	No
Atrazine + N-dealkylated metabolites	01-Nov-2021	0.005	mg/L	< 0.5	ug/L	No
Azinphos-methyl	01-Nov-2021	0.02	mg/L	< 1	ug/L	No
Benzene	01-Nov-2021	0.001	mg/L	< 0.5	ug/L	No
Benzo(a)pyrene	01-Nov-2021	0.00001	mg/L	< 0.006	ug/L	No
Bromoxynil	01-Nov-2021	0.005	mg/L	< 0.5	ug/L	No
Carbaryl	01-Nov-2021	0.09	mg/L	< 3	ug/L	No
Carbofuran	01-Nov-2021	0.09	mg/L	< 1	ug/L	No
Carbon Tetrachloride	01-Nov-2021	0.002	mg/L	< 0.2	ug/L	No
Chlorpyrifos	01-Nov-2021	0.09	mg/L	< 0.5	ug/L	No
Diazinon	01-Nov-2021	0.02	mg/L	< 1	ug/L	No
Dicamba	01-Nov-2021	0.12	mg/L	< 10	ug/L	No
1,2-Dichlorobenzene	01-Nov-2021	0.2	mg/L	< 0.5	ug/L	No
1,4-Dichlorobenzene	01-Nov-2021	0.005	mg/L	< 0.5	ug/L	No
1,2-Dichloroethane	01-Nov-2021	0.005	mg/L	< 0.5	ug/L	No
1,1-Dichloroethylene (vinylidene chloride)	01-Nov-2021	0.014	mg/L	< 0.5	ug/L	No
Dichloromethane	01-Nov-2021	0.05	mg/L	< 5	ug/L	No
2-4 Dichlorophenol	01-Nov-2021	0.9	mg/L	< 0.2	ug/L	No
2,4-Dichlorophenoxy acetic acid (2,4-D)	01-Nov-2021	0.1	mg/L	< 10	ug/L	No
Diclofop-methyl	01-Nov-2021	0.009	mg/L	< 0.9	ug/L	No

2023 Summary of Organic Parameters Tested (1ug/L = 0.001mg/L; RAA=Rolling Annual Average)						
Parameter	Sample Date	Standard (maximum concentration)	Unit of Measure	Result Value	Unit of Measure	Exceedance
<i>Dimethoate</i>	01-Nov-2021	0.02	mg/L	< 1	ug/L	No
<i>Diquat</i>	01-Nov-2021	0.07	mg/L	< 5	ug/L	No
<i>Diuron</i>	01-Nov-2021	0.15	mg/L	< 5	ug/L	No
<i>Glyphosate</i>	01-Nov-2021	0.28	mg/L	< 25	ug/L	No
<i>Haloacetic Acid (RAA)</i>	15-Jan-2024	0.08	mg/L	7.45	ug/L	No
<i>Malathion</i>	01-Nov-2021	0.19	mg/L	< 5	ug/L	No
<i>2 Methyl-4 Chlorophenoxyacetic (MCPA)</i>	01-Nov-2021	0.1	mg/L	< 10	ug/L	No
<i>Metolachlor</i>	01-Nov-2021	0.05	mg/L	< 3	ug/L	No
<i>Metribuzin</i>	01-Nov-2021	0.08	mg/L	< 3	ug/L	No
<i>Monochlorobenzene</i>	01-Nov-2021	0.08	mg/L	< 0.5	ug/L	No
<i>Paraquat</i>	01-Nov-2021	0.01	mg/L	< 1	ug/L	No
<i>Pentachlorophenol</i>	01-Nov-2021	0.06	mg/L	< 0.2	ug/L	No
<i>Phorate</i>	01-Nov-2021	0.002	mg/L	< 0.3	ug/L	No
<i>Picloram</i>	01-Nov-2021	0.19	mg/L	< 15	ug/L	No
<i>Polychlorinated Biphenyls (PCB)</i>	01-Nov-2021	0.003	mg/L	< 0.05	ug/L	No
<i>Prometryne</i>	01-Nov-2021	0.001	mg/L	< 0.1	ug/L	No
<i>Simazine</i>	01-Nov-2021	0.01	mg/L	< 0.5	ug/L	No
<i>THM (RAA)</i>	15-Jan-2024	0.100	mg/L	16	ug/L	No
<i>Terbufos</i>	01-Nov-2021	0.001	mg/L	< 0.5	ug/L	No
<i>Tetrachloroethylene</i>	01-Nov-2021	0.01	mg/L	< 0.5	ug/L	No
<i>2,3,4,6-Tetrachlorophenol</i>	01-Nov-2021	0.1	mg/L	< 0.2	ug/L	No
<i>Triallate</i>	01-Nov-2021	0.23	mg/L	< 10	ug/L	No
<i>Trichloroethylene</i>	01-Nov-2021	0.005	mg/L	< 0.5	ug/L	No
<i>2,4,6-Trichlorophenol</i>	01-Nov-2021	0.005	mg/L	< 0.2	ug/L	No
<i>Trifluralin</i>	01-Nov-2021	0.045	mg/L	< 0.5	ug/L	No
<i>Vinyl Chloride</i>	01-Nov-2021	0.001	mg/L	< 0.2	ug/L	No

Inorganic or Organic Parameters that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards

Parameter	Result Value	Unit of Measure	Date of Sample
n/a			

Section 6: Significant Expenses Incurred

There were no capital works during the 2023 budgetary period. All significant expenses were regarding maintenance or equipment replacement, as described below.

- Install required equipment.
- Repair required equipment.
- Replace required equipment.
- None during this period.

Briefly Describe Incident and/or Expenses Incurred:

No.	Project Name	Description	Cost
1	Meter Change Program	<ul style="list-style-type: none"> • Replacement of meters installed in 2008 to radio read units • 77% system completed 	\$3,300
2	Glen Robertson WTP Building Expansion Engineering	<ul style="list-style-type: none"> • Engineering and design of expansions of building, wet well construction and well casing repairs 	\$8,500
3	Flushing/Sampling Station	<ul style="list-style-type: none"> • Due to limited available sampling areas due to size of system. Installation of a flushing and sampling station at end of distribution. 	\$7,500

Section 7: Compliance with Licenses, Permits, Approvals and Orders

The operating authority strives to remain compliant with the Drinking Water Quality Management Standard 2.0, the Safe Drinking Water Act and all associated regulations, procedures or guidelines. This approach is utilized to maintain a multi-barrier water treatment and distribution approach to ensure safeguarding of the drinking water.

The following table is a listing of all permits and or licenses that apply to this system:

Description	Number	Issue	Issue Date	Expiry Date
Municipal Drinking Water License	181-102	3	March 16, 2021	March 16, 2026
Water Works Permit	181-202	3	March 16, 2021	March 16, 2026
Permit to Take Water	3330-9UNQ2Q		March 20, 2015	March 16, 2025

The Township of North Glengarry and Operating Authority currently upholds the accreditation certification by maintaining and promoting the current Quality Management System currently in place. The Operational Staff actively participates in all system auditing requirements, and the annual system inspections as conducted through the Ministry of the Environment. All conformance and compliance issues identified throughout these system reviews have been addressed and are in the process of being corrected.

During this period, all raw water flows were compliant with the permit to take water and all flows were well within the rated capacity for the system, currently at 10.9% of the allowable limits.

All disinfection equipment was operated in such a manner that all license requirements were met at all times. The treatment system was operated at all times to ensure compliance with the Procedure for Disinfection of Drinking Water in Ontario.

All equipment was maintained as per operations manuals and/or calibrated annually by a certified technician.

Section 8: Non-Conformance and Non-Compliance with Licenses, Permits, Approvals and Orders

There was 1 instances of minor non-conformances identified during the annual external surveillance audit and 1 instance of non-compliance identified during the annual MECP system inspection. Once reported, the compliance coordinator reviewed all documentation and completed updates as required and submitted the reclassification application.

Parameter	Regulatory Document	Requirement	Date of Correction
Documentation Currency and not adhering to the Ministry's Director Direction.	-The Operational Plan shall document a procedure for document and records control - Director's Directions, Safe Drinking Water Act, 2002: Minimum Requirements for Operational Plans Municipal Drinking Water Systems, May 2021.	-(a) documents required by the QMS are (i) kept current -(3.3) all plans shall contain the following: (3) a completed copy of the subject system description form.	06-Dec-2023
System re-classification after replacement or alteration.	O.Reg 128/04	-s3.(3) If a system is to be replaced or altered, the owner of the subsystem shall apply for a redetermination of the type and class of the subsystem when approval of the alteration is applied for under the subsection 32 (1) of the Act	1-Dec-2023

There were no incidents that required reporting under O. Regulation 170/03. All license permit and/or approval requirements were met during this reporting period. Furthermore, there were no orders or additional requirements issued to this system.

2023 Reported Incident in accordance to subsection 18(1) of the Safe Drinking Water Act or Schedule 16 of O. Reg 170/03					
Incident Date	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date
n/a				•	

Section 9: Township of North Glengarry Endorsement of Summary Report

A copy of the report was presented to all members of the municipal Council through the Public Council meeting held on February 26, 2024, see appendix D for motion. The report was also made available to the public through the Township of North Glengarry website or upon request at the Main office, located at 3720 County Road 34, south of Alexandria.

This report has been endorsed by Tim Wright, Director of Public Works on behalf of Township of North Glengarry Council.

Section 10: Contact

All efforts have been made to provide accurate and up to date information in a relevant format. In the event that additional information is required please submit all verbal requests by phone at 613-525-3087; in writing by mail to 3720 County Road 34, RR2, Alexandria Ontario, K0C 1A0; or in writing by email to enviro@northglengarry.ca.

Appendix A: Glen Robertson DWS Daily Treated Flows (m³)

	January	February	March	April	May	June	July	August	September	October	November	December
1	24.2	25.2	23.6	27.1	24.9	35.1	21.1	22.7	19.6	24.4	19.4	20.5
2	23.8	21.3	21.0	27.8	23.4	37.5	23.0	22.3	23.2	21.8	22.5	22.3
3	21.9	22.2	20.2	21.4	22.9	34.6	26.1	21.1	25.1	22.0	19.4	23.7
4	22.5	36.2	26.4	22.2	24.6	34.4	21.0	23.3	24.9	19.4	24.5	22.3
5	23.7	64.2	25.5	19.9	23.5	29.5	21.5	32.7	19.4	20.4	22.0	24.0
6	23.7	69.1	22.8	22.8	26.9	22.5	24.1	28.3	19.5	22.7	22.2	20.9
7	27.3	31.1	23.4	24.7	26.0	28.7	22.4	23.9	18.9	23.7	20.2	25.1
8	22.8	21.8	22.3	24.9	26.7	23.6	27.8	23.5	18.1	24.5	19.4	22.8
9	21.5	23.0	24.1	25.4	22.5	19.7	33.2	21.2	22.2	23.2	19.5	24.1
10	22.1	20.5	22.5	22.3	23.8	28.1	28.4	24.6	23.7	22.5	21.1	24.4
11	22.0	26.3	30.5	21.5	36.2	35.3	26.9	21.3	27.7	21.1	27.5	24.3
12	23.7	24.4	22.2	21.1	23.3	34.9	25.0	23.0	20.1	19.6	22.7	27.1
13	20.7	20.9	21.8	22.1	27.2	22.7	26.1	23.9	20.7	21.1	19.5	21.1
14	26.8	20.4	21.2	25.2	33.2	23.9	26.2	26.4	21.0	23.0	21.5	19.9
15	24.0	20.6	22.2	23.3	31.4	24.0	19.9	21.3	21.5	24.0	24.5	21.4
16	25.8	19.3	22.4	26.4	25.9	28.8	26.8	25.1	22.2	21.6	20.3	22.0
17	22.3	22.1	21.9	24.0	26.6	27.3	47.5	21.1	24.6	20.8	21.5	22.0
18	21.3	25.4	24.4	23.1	23.1	25.0	29.9	24.3	23.5	25.8	22.9	23.4
19	19.4	23.8	24.8	22.4	28.7	22.0	32.5	23.2	19.2	29.3	25.1	21.6
20	22.6	22.8	24.7	19.5	25.9	32.2	27.3	22.7	20.3	23.0	29.3	21.5
21	23.1	23.9	22.9	24.2	28.3	44.1	23.2	28.2	26.3	25.7	28.3	22.7
22	24.9	24.5	21.6	27.0	30.0	34.2	20.9	21.8	21.0	27.3	21.7	24.4
23	26.5	27.2	21.7	27.8	23.1	27.4	29.4	33.4	23.9	21.2	26.7	26.4
24	23.5	29.0	21.1	23.2	25.5	21.7	23.3	22.9	23.7	19.2	19.5	24.7
25	26.9	26.0	25.9	25.5	26.5	23.6	30.5	20.3	27.1	24.1	24.3	22.7
26	28.3	24.0	26.7	23.7	31.6	21.5	23.3	22.9	23.3	24.4	22.8	21.0
27	24.7	22.6	22.2	22.2	36.2	20.9	27.2	23.1	29.6	21.7	19.5	22.9
28	29.5	22.6	23.6	21.2	39.8	24.3	23.1	26.3	19.4	20.7	21.0	22.0
29	26.4		22.9	25.6	38.5	31.2	22.9	23.3	20.5	28.0	22.7	21.1
30	24.0		20.1	25.6	32.1	20.4	20.8	23.3	22.8	21.2	20.0	25.2
31	24.0		20.0		33.4		32.6	23.4		18.8		22.6
Minimum	19.4	19.3	20.0	19.5	22.5	19.7	19.9	20.3	18.1	18.8	19.4	19.9
Maximum	29.5	69.1	30.5	27.8	39.8	44.1	47.5	33.4	29.6	29.3	29.3	27.1
Average	24.0	27.2	23.1	23.8	28.1	28.0	26.3	24.0	22.4	22.8	22.4	22.9
Total	743.9	760.4	716.6	713.1	871.7	839.1	813.9	744.8	673.0	706.2	671.5	710.1

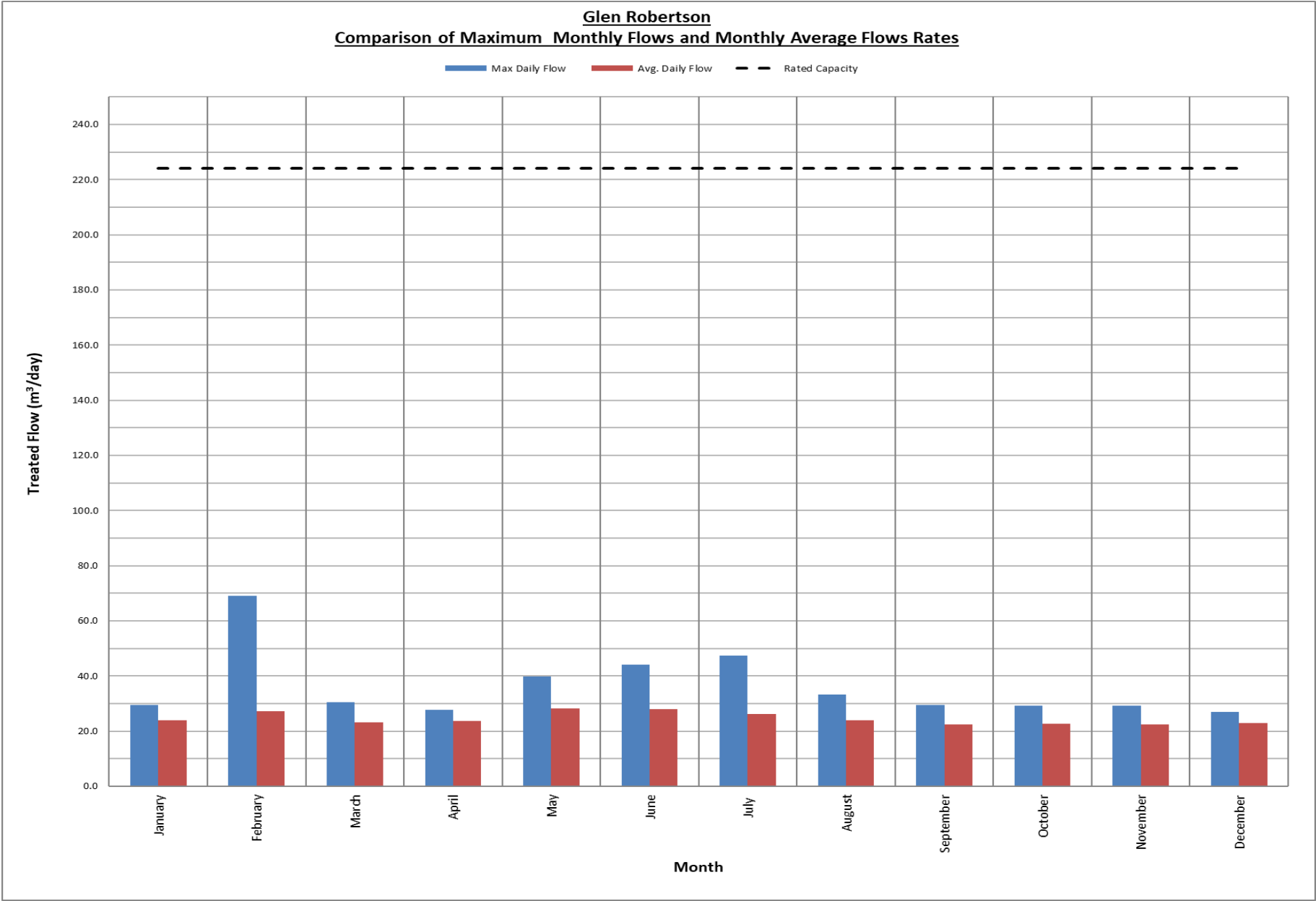
Annual Treated Flows Summary
18.1
69.1
24.6
8964.3

Appendix B: Glen Robertson DWS Treated Maximum Instantaneous Flows (L/s)

	January	February	March	April	May	June	July	August	September	October	November	December
1	1.54	1.47	1.24	1.53	1.41	2.10	1.24	1.20	1.13	1.44	1.26	1.89
2	1.45	1.12	1.71	1.50	1.56	1.68	1.39	1.44	1.36	1.38	1.33	1.28
3	1.42	0.98	1.32	1.25	1.31	1.90	1.48	1.14	1.46	1.45	1.30	1.29
4	1.54	1.59	1.46	1.36	1.62	1.78	1.60	1.32	1.45	1.22	1.26	1.23
5	1.41	1.90	1.59	1.27	1.25	1.63	1.28	1.79	1.30	1.44	1.34	1.20
6	1.28	2.06	1.38	1.38	1.39	1.30	1.39	1.51	1.28	1.31	2.00	1.35
7	1.53	1.55	1.22	1.36	1.39	1.67	1.23	1.47	1.31	1.40	1.32	1.30
8	1.66	1.33	1.37	1.32	1.55	1.83	1.41	1.39	1.14	1.48	1.27	1.57
9	1.31	1.40	1.58	1.43	1.30	1.20	1.56	1.21	1.28	1.52	1.16	1.48
10	1.38	1.53	1.34	1.13	1.18	1.60	1.41	1.22	1.50	1.12	1.29	1.47
11	1.37	1.52	1.55	1.50	1.83	1.88	1.47	1.26	1.46	1.40	1.37	1.38
12	1.31	1.23	1.49	1.22	1.26	2.00	1.42	1.27	1.22	1.27	1.57	1.29
13	1.25	1.25	1.48	1.26	1.53	1.57	1.40	1.27	1.24	1.65	1.32	1.23
14	1.27	1.15	1.29	1.47	1.52	1.28	1.35	1.52	1.18	1.35	1.10	1.28
15	1.48	1.35	1.28	1.43	1.55	1.36	1.37	1.40	1.20	1.29	1.32	1.39
16	1.51	1.19	1.43	1.36	1.55	1.60	1.43	1.81	1.34	1.52	1.10	1.37
17	1.33	1.44	1.27	1.39	1.37	1.43	1.72	1.16	1.56	1.31	1.35	1.48
18	1.61	1.58	1.49	1.65	1.64	1.35	1.54	1.32	1.42	1.47	1.39	1.19
19	1.49	1.43	1.38	1.36	1.51	1.45	1.58	1.50	1.17	1.47	1.67	1.58
20	1.34	1.44	1.37	1.22	1.83	1.45	1.56	1.45	1.41	1.33	1.64	1.26
21	1.33	1.61	1.36	1.71	1.44	1.22	1.31	1.52	1.35	1.35	1.32	1.48
22	1.50	1.39	1.40	1.58	1.65	1.94	1.39	1.28	1.42	1.55	1.29	1.28
23	1.43	1.47	1.64	1.40	1.28	1.44	1.69	1.75	1.46	1.27	1.33	1.37
24	1.40	1.26	1.30	1.63	1.77	1.44	1.41	1.26	1.45	1.64	0.98	1.32
25	1.52	1.41	1.56	1.59	1.55	1.41	1.59	1.21	1.46	1.40	1.47	1.53
26	1.67	1.37	1.67	1.31	1.62	1.54	1.50	1.49	1.48	1.40	1.78	1.19
27	1.51	1.65	1.32	1.25	1.74	1.16	1.30	1.30	1.88	1.25	1.13	1.55
28	1.41	1.28	1.44	1.48	1.80	1.56	1.17	1.40	1.18	1.39	1.96	1.52
29	1.21		1.42	1.24	1.92	1.69	1.33	1.98	1.25	1.60	1.31	1.05
30	1.60		1.22	1.44	1.59	1.25	1.19	1.46	1.88	1.20	1.22	1.31
31	1.55		1.34		1.64		1.62	1.31		1.12		1.34
Maximum	1.67	2.06	1.71	1.71	1.92	2.10	1.72	1.98	1.88	1.65	2.00	1.89
Average	1.44	1.43	1.42	1.40	1.53	1.56	1.43	1.41	1.37	1.39	1.37	1.37

Annual Treated Flows Summary
2.10
1.43

Appendix C: Comparison of Average and Maximum Monthly Treated Flow Rates





STAFF REPORT TO THE COMMITTEE OF THE WHOLE Report No: PW 2021-05

February 17, 2021

From: Angela Cullen – Water Wastewater Compliance Coordinator

RE: 2020 Waterworks Annual Reports

Recommended Motion:

THAT the Committee of the Whole receives Staff Report No. PW 2021-05, 2020 Waterworks Annual Reports for information purposes only.

Background / Analysis:

Staff have prepared the 2020 Drinking Water System Annual Reports for the Glen Robertson Drinking Water Systems and the Maxville Wastewater Systems.

The attached drinking water annual summary reports will be sent to the Ministry of Environment as part of the Township's obligation under Ontario Regulation 170/03., and posted to the Township website for public access.

The attached wastewater annual report will be sent to the Ministry of Environment as part of the Township's obligation within the Environmental Compliance Approval, under the Environmental Protection Act, and posted to the Township website for public access.

Alternatives:

N/A

Financial Implications:

N/A

Attachments & Relevant Legislation:

- Glen Robertson Well Supply Annual and Summary Report
- Glen Robertson Drinking Water System Council Presentation
- Maxville Wastewater System Annual Report
- Maxville Waste Water System Council Presentation

Others Consulted:

Dean McDonald, Acting Director of Public Works

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 14-2024
FOR THE YEAR 2024**

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 26th 2024, 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 26th day of February 2024.

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 14-2024, duly adopted by the Council of the Township of North Glengarry on the 26th day of February 2024.

Date Certified

CAO/Clerk / Deputy Clerk