

Meeting #: 2019-32
Date: Monday, December 9, 2019, 7:00 PM
Location: City Hall, Council Chambers, 360 Pitt Street, Cornwall, Ontario, K6J 3P9
Chair: Bernadette Clement, Mayor
Prepared By: Manon L. Levesque, City Clerk

Pages

**In-Camera Session / Rise and Report from the In-Camera Meeting of
Monday, December 9, 2019**

Motion to move into a Closed Meeting at 5:00 p.m. to address matters pertaining to Section 239 (2) and (3.1) of the Municipal Act, 2001.

A meeting or part of a meeting may be closed to the public if the subject matter being considered is:

Item #1, Bargaining Update, Report 2019-246-Corporate Services

d) labour relations or employee negotiations

Item #2, Purchase of Land, 2019-203-Fire Services

c) a proposed or pending acquisition or disposition of land by the municipality or local board

Item #3, Sale of Land, 2019-225-Financial Services

c) a proposed or pending acquisition or disposition of land by the municipality or local board

Moment of Personal Reflection

Réflexion personnelle

National Anthem

Hymne national

Acting Mayor

The Acting Mayor for this month is Councillor Maurice Dupelle.

Opening

Ouverture

We acknowledge that we are gathering on the traditional territory of the Mohawk people of Akwesasne.

Roll Call

Appel nominal

Additions, Deletions or Amendments

Ajouts, retraites ou modifications

All matters listed under General Consent, save and except “Delegations” are considered to be routine and will be enacted by one motion. Should a Council Member wish an alternative action from the proposed recommendation, the Council Member shall request that this matter be moved to “Communications” at this time.

Adoption of Agenda

Ratification de l'Ordre du jour

The following Agenda is being presented for adoption as presented / amended.

Disclosure of Interest

Déclarations d'intérêts pécuniaires

Committee of the Whole

Séance de commission étendue à la chambre entire

We will now go into Committee of the Whole and that all Minutes, Presentations, Delegations, Consent/Correspondence, Resolutions, Reports and By-laws shall be considered and referred to that Committee.

Adoption of Minutes

Ratification des procès-verbaux

The following Minutes are being presented for adoption:

- Special Meeting of Council of Monday, November 25, 2019 (Procedural By-law)
- Regular Meeting of Council of Monday, November 25, 2019
- Special Meeting of Council of Monday, December 2, 2019 (Water and Sewer Budget)

Presentations

Présentations

- | | | |
|-------------|---|-----------|
| 12.1 | Community Safety and Well-Being Plan by Carmen Cousineau and Inspector Dave Michaud, 2019-242-Corporate Services | 16 |
|-------------|---|-----------|

Action Recommended

That Council adopt the Stormont, Dundas, Glengarry, Cornwall and Akwesasne (SDGCA): Vibrant Communities – Our Safety and Well-Being Plan, Version 1, dated December, 2019.

Delegations

Délégations

Consent/Correspondence

Consentement et correspondance

Action Recommended

Motion to approve all recommendations presented in the Consent portion of the Agenda of Monday, December 9, 2019.

- | | | |
|-------------|---|-----------|
| 14.1 | Army, Navy and Air Force Veterans Tax Exemption Request, 2019-243-Corporate Services | 74 |
|-------------|---|-----------|

Action Recommended

That Council refer this request to Administration for a report.

- | | | |
|-------------|---|-----------|
| 14.2 | Proclamation – Children's Christmas Fund Week, 2019-236-Corporate Services | 78 |
|-------------|---|-----------|

Action Recommended

That Council proclaim the week of December 15 to 21, 2019, as "Children's Christmas Fund Week" in the City of Cornwall and allow its flag to be flown at 340 Pitt Street for the duration of that

period.

- | | | |
|-------------|--|-----------|
| 14.3 | Proclamation – Alzheimer Awareness Month, 2019-241-Corporate Services | 81 |
|-------------|--|-----------|

Action Recommended

That Council proclaim January, 2020, as "Alzheimer Awareness Month" in the City of Cornwall.

Resolutions / Business Arising from Notice of Motion

To be considered by separate motion.

Résolutions et affaires émanant des avis de motions / Pour être considéré par une motion séparé.

- | | | |
|-------------|--|-----------|
| 15.1 | Bill 132 Safe Drinking Water Act and Aggregate Resources Act, 2019-05-Council Members | 84 |
|-------------|--|-----------|

Mover: Councillor Syd Gardiner

Seconder: Councillor Elaine MacDonald

Now therefore be it resolved that the City of Cornwall lobby the provincial government to amend the Safe Drinking Water Act to indemnify municipal Council Members where drinking water sources are contaminated due to a provincial decision, such as an aggregate exaction permit.

Now therefore be it further resolved that this Resolution be forwarded to Stormont-Dundas-South Glengarry's MPP and MP, for their support.

Now therefore be it further resolved that this Resolution be forwarded to AMO requesting that it send it to all municipalities in Ontario for their support.

Unfinished Business Reports

Rapports des affaires incompletes

- | | | |
|-------------|--|-----------|
| 16.1 | Request to Designate the Waterfront Trail as a Smoke-Free Zone, 2019-233-Planning, Development and Recreation | 86 |
|-------------|--|-----------|

Action Recommended

(a) Designate the entire length of the Waterfront Trail and all areas

within 20m of the Trail, within the City's limits as smoke-free

(b) Designate all of Lamoureux Park and Legion Park as smoke-free, with an exemption for RCAF Wing patio,

(c) Designate all City parks as smoke-free.

16.2 Rotary Circle Decorative Lighting, 2019-234-Planning, Development and Recreation 101

Action Recommended

That Council receive this report and direct Administration to proceed with items 1, 2, 3, 5, and 6, at an estimated cost of \$14,520.

Communications / Reports

Communications et rapports

17.1 2019 Carry Forwards - Capital, 2019-219-Financial Services 104

Action Recommended

That Council approve the carry forward of the capital projects listed on Schedule 1 of Report 2019-219-Financial Services.

17.2 2019 Carry Forwards - Operations, 2019-220-Financial Services 110

Action Recommended

That Council approve the carry forward of 2019 operations to 2020.

17.3 Transfer Payments to City Partners, 2019-218-Financial Services 114

Action Recommended

That Council authorize Administration to continue monthly transfer payments for operating costs to the identified City Partners listed below.

17.4 Update on Blue Box Transition to Full Producer Responsibility, 2019-236-Infrastructure and Municipal Works 117

Action Recommended

That Council receive Report 2019-236-Infrastructure and Municipal Works for information.

17.5 Falcon Homes - Part Lot Control, 2019-227-Planning, 189

Development and Recreation

Action Recommended

That Council approve the following:

- (a) That Part Lot Control be removed from Lot(s) 6, 8, 9 and 10 on Registered Plan 52M-43, City of Cornwall; and
- (b) That Part Lot Control be reinstated on the semi-detached lots in the Belfort Estates Subdivision, once the subject lots have been created by the appropriate procedure.

Tenders and Requests for Proposals

Soumissions et demandes de propositions

New Business

Nouvelles affaires

Passing of By-laws

Adoption des règlements municipaux

By-laws By-laws 2019-150 to 2019-164 inclusive, listed on the Agenda, are being presented to Council for adoption.

20.1	2019-150 By-law Annual Remuneration and Expenses to Members of Council, 2019-245-Corporate Services	218
20.2	2019-151 A By-law to authorize the borrowing of funds to provide financing for capital works and vehicles, 2019-221-Financial Services	221
20.3	2019-152 A By-law directing and enacting the manner in which the 2020 interim levy authorized by Section 317 of the Municipal Act, 2001 to be collected, 2019-214-Financial Services	225
20.4	2019-153 A By-law to provide for the supply and distribution of water and the collection of rates for the use of water and water-related services, 2019-224-Financial Services	229
20.5	2019-154 A By-law to authorize temporary borrowing until taxes are collected and other revenues are received for the current year, 2019-215-Financial Services	233

20.6	2019-155 A By-law to establish Sewage Service Rate, 2019-223-Financial Services	236
20.7	2019-156 A By-law to authorize the spending of expenditures in the current year prior to the adoption of the operational budget, 2019-216-Financial Services	239
20.8	2019-157 A By-law to amend Sub-Section 15 (1) of the Traffic & Parking By-law 069-89, 2019-240-Infrastructure and Municipal Works	242
20.9	2019-158 By-law, Agreement with EOHU for the Distribution of Naloxone Kits, 2019-202-Fire Services	245
20.10	2019-159 By-law to amend By-law 2019-002 which is to appoint Members of Council to Boards, Committees and Commissions (Environment and Climate Change Committee), 2019-239-Corporate Services	247
20.11	2019-160 A By-law to amend By-law 2019-017 lay members to various Boards, Commissions and Committees (Cornwall Public Library Board) (Municipal Accessibility and Advisory Committee) (Environment and Climate Change Committee), 2019-237-Corporate Services	250
20.12	2019-161 Part Lot Control, Lot 10 - By-law, 2019-231-Planning, Development and Recreation	253
20.13	2019-162 Part Lot Control, Lot 6 - By-law, 2019-228-Planning, Development and Recreation	256
20.14	2019-163 Part Lot Control, Lot 8 - By-law, 2019-232-Planning, Development and Recreation	259
20.15	2019-164 Part Lot Control, Lot 9 - By-law, 2019-229-Planning, Development and Recreation, 2019-230-Planning, Development and Recreation	262

Reports from Standing / Special Committees of Council

Rapports des comités du Conseil

Notice of Motion

Avis de motion

Pending Business Listing

Liste des dossiers incomplets

The Pending Business Listing of Monday, December 9, 2019, is being presented to Council to receive.

23.1 Unfinished Business Listing for December 9, 2019, 2019-238- Corporate Services 268

Action Recommended

That Council receive the Unfinished Business Listing for December 9, 2019.

Confirming By-law

Règlement municipal de ratification

By-law 2019-165 is a By-law to confirm the proceedings of the Council of The Corporation of the City of Cornwall at its meetings held on Monday, December 9, 2019.

24.1 2019-165 Confirming By-law for the Meeting of December 9, 2019, 2019-240-Corporate Services 272

Adjournment

Ajournement

The next regular public meeting of Council will be held on Monday, January 13, 2020.



Minutes

Cornwall City Council

Meeting #: 2019-29
Date: Monday, November 25, 2019, 4:00 PM
Location: Council Chambers
Chair: Bernadette Clement, Mayor
Prepared By: Debbie Caskenette, Deputy Clerk

Attendance Bernadette Clement, Mayor
Committee Members: Claude E. McIntosh, Councillor
Elaine MacDonald, Councillor
Syd Gardiner, Councillor
Dean Hollingsworth, Councillor
Carilyne Hébert, Councillor
Maurice Dupelle, Councillor
Glen Grant, Councillor
Todd Bennett, Councillor
Justin Towndale, Councillor
Eric Bergeron, Councillor

Attendance Maureen Adams, CAO
Administration: Manon L. Levesque, City Clerk
Debbie Caskenette, Deputy Clerk
Bill de Wit, Acting General Manager, Infrastructure & Municipal Works
Geoffrey Clarke, General Manager, Corporate Services
Mark A. Boileau, General Manager, Planning, Development and Recreation
Tracey Bailey, General Manager, Financial Services
Pierre Voisine, Fire Chief
Stacey Ferguson, Administrator, Social and Housing Services

1. Roll Call

2. Adoption of Agenda

Moved By: Syd Gardiner, Councillor

Seconded By: Elaine MacDonald, Councillor

Motion to adopt the Agenda as presented.

Motion Carried

3. Disclosure of Interest

There were no Disclosures of Interest.

4. Presentation(s) and/or Report(s)

1. Procedural By-law by Tony Flemming, 2019-233-Corporate Services

Tony Flemming, Integrity Commissioner presented the draft Procedural By-law to Council for consideration. A list of items was created for further review, clarification or debate.

5. Adjournment

Moved By: Carilyne Hébert, Councillor

Seconded By: Dean Hollingsworth, Councillor

Motion to adjourn the Special Meeting of Council at 5:50 p.m.

Motion Carried

Manon L. Levesque, City Clerk

Bernadette Clement, Mayor



Minutes

Cornwall City Council

Meeting #: 2019-39
Date: Monday, November 25, 2019, 7:00 PM
Location: Council Chambers
Chair: Bernadette Clement, Mayor
Prepared By: Debbie Caskenette, Deputy Clerk

Attendance Committee Members: Bernadette Clement, Mayor
Claude E. McIntosh, Councillor
Elaine MacDonald, Councillor
Syd Gardiner, Councillor
Dean Hollingsworth, Councillor
Carilyne Hébert, Councillor
Maurice Dupelle, Councillor
Glen Grant, Councillor
Todd Bennett, Councillor
Justin Towndale, Councillor
Eric Bergeron, Councillor

Attendance Administration: Maureen Adams, CAO
Manon L. Levesque, City Clerk
Debbie Caskenette, Deputy Clerk
Geoffrey Clarke, General Manager,
Corporate Services
Bill de Wit, Acting General Manager,
Infrastructure and Municipal Works
Mark A. Boileau, General Manager,
Planning, Development and Recreation
Tracey Bailey, General Manager,
Financial Services
Bill Lister, EMS Chief
Pierre Voisine, Fire Chief
Stacey Ferguson, Administrator, Social
and Housing Services
Steven Golden, Administrator, Glen Stor

Dun Lodge
James Fawthrop, Manager, Recreation
and Facilities
Michael Fawthrop, Division Manager,
Infrastructure Services
Len Tapp, Division Manager, Transit
Services
Scott Porter, Supervisor, Parks and
Landscaping
Emma Meldrum, Public Information
Coordinator

**1. In-Camera Session / Rise and Report from the In-Camera Meeting of
Monday, November 25, 2019**

**Item #1, Report #2019-235-CS, Lay Appointments to the Cornwall Public
Library Board, Municipal Accessibility Advisory Committee and
Environment and Climate Change Committee**

b) personal matters about an identifiable individual, including municipal or local
board employees

Action Taken: Council received Report 2019-235-CS and provided direction to
Administration.

Item #2, Report #2019-238-IMW, Property Development

(k) a position, plan, procedure, criteria or instruction to be applied to any
negotiations carried on or to be carried on by or on behalf of the municipality or
local board

Action Taken: Council received Report 2019-238-IMW and provided direction to
Administration.

2. Moment of Personal Reflection

3. National Anthem

4. Acting Mayor

5. Opening

The Mayor acknowledged that we gather on the traditional territory of the
Mohawk people of Akwesasne.

6. Roll Call

7. Additions, Deletions or Amendments

There were no Additions, Deletions or Amendments.

8. Adoption of Agenda

Moved By: Maurice Dupelle, Councillor

Seconded By: Elaine MacDonald, Councillor

Motion to adopt the Agenda as presented.

Motion Carried

9. Disclosure of Interest

1. Councillor Carilyne Hébert declared a conflict of interest on Presentation Item #12.1 and Unfinished Business Item #16.1, Protection and Enhancement of Tree Canopy and Natural Vegetation as Cornwall Transition + receives funding from her employer, the Social Development Council.

10. Committee of the Whole

Moved By: Todd Bennett, Councillor

Seconded By: Glen Grant, Councillor

Motion to go into Committee of the Whole and to consider and refer all Minutes, Presentations, Delegations, Consent/Correspondence, Resolutions, Reports and By-laws to that Committee.

Motion Carried

11. Adoption of Minutes

Moved By: Syd Gardiner, Councillor

Seconded By: Elaine MacDonald, Councillor

Motion to endorse the Minutes of November 12, 2019 as presented.

Motion Carried

12. Presentations

Having declared a conflict of interest on this matter, Councillor Carilyne Hébert stepped away from the table.

1. Protection and Enhancement of Tree Canopy and Natural Vegetation by Susan Towndrow, Cornwall Transition +, 2019-231-Corporate Services

Susan Towndrow, Cornwall Transition + and Michael Rosen, President-Tree Canada provided an overview of the benefits of managing urban trees together with the protection and enhancement of a tree canopy and natural vegetation.

Moved By: Todd Bennett, Councillor

Seconded By: Maurice Dupelle, Councillor

Motion to receive the presentation and refer the presentation to the Environment and Climate Change Committee for recommendations on actionable items to enhance the tree canopy.

Motion Carried

13. Delegations

There were no Delegations.

14. Consent/Correspondence

Councillor Carilyne Hébert returned to the ongoing meeting.

1. Proclamation – 100th Anniversary of Amalgamated Transit Union Local 946, 2019-234-Corporate Services

Moved By: Elaine MacDonald, Councillor

Seconded By: Carilyne Hébert, Councillor

Motion to proclaim December 3, 2019, as Amalgamated Transit Union Lot 946 Day in the City of Cornwall.

Motion Carried

15. Resolutions / Business Arising from Notice of Motion

There were no Resolutions.

16. Unfinished Business Reports

Having declared a conflict of interest on this matter, Councillor Carilyne Hébert stepped away from the table.

1. Corporate Policy – Protection and Enhancement of Tree Canopy and Natural Vegetation, 2019-223-Planning, Development and Recreation

Moved By: Eric Bergeron, Councillor

Seconded By: Todd Bennett, Councillor

Motion to receive Report 2019-223-PDR and refer the policy to the Environment and Climate Change Committee for review and recommendations.

Motion Carried

2. Electoral System Review, 2019-203-Corporate Services

Councillor Carilyne Hébert returned to the ongoing meeting.

Moved By: Justin Towndale, Councillor

Seconded By: Todd Bennett, Councillor

Motion to receive Report 2019-203-CS.

Motion Carried

Moved By: Eric Bergeron, Councillor

Seconded By: Todd Bennett, Councillor

Motion to engage in public consultation on introducing wards and changing Council size and to direct Administration to prepare a report on costing and timelines of the consultation.

Motion Carried

3. Follow-Up to Compensation for the Mayor, 2019-201-CAO

Mayor Clement stepped down from the chair to speak to the matter and Acting Mayor Eric Bergeron chaired the meeting.

Moved By: Syd Gardiner, Councillor

Seconded By: Justin Towndale, Councillor

Motion to receive Report 2019-201-CAO and refer the matter to the 2020 Budget process.

Motion Defeated

Moved By: Elaine MacDonald, Councillor
Seconded By: Claude E. McIntosh, Councillor

Motion to endorse Option 2 - a one-time increase of \$8,000 to the Mayor's annual salary resulting in the same net pay prior to the elimination of the tax free exemption.

Recorded	For	Against	Abstain
Bernadette Clement, Mayor		N	
Claude E. McIntosh, Councillor	Y		
Elaine MacDonald, Councillor	Y		
Syd Gardiner, Councillor		N	
Dean Hollingsworth, Councillor		N	
Carilyne Hébert, Councillor		N	
Maurice Dupelle, Councillor		N	
Glen Grant, Councillor	Y		
Todd Bennett, Councillor		N	
Justin Towndale, Councillor		N	
Eric Bergeron, Councillor	Y		
Results	4	7	0

Motion Defeated

17. Communications / Reports

1. Cornwall and Area Chamber of Commerce Request to Provide Limited Complimentary Parking in December, 2019-226-Planning, Development and Recreation

Mayor Clement returned to chair the meeting.

Moved By: Justin Towndale, Councillor
Seconded By: Claude E. McIntosh, Councillor

(a) Motion to receive Report 2019-226-PDR.

(b) Motion to provide free parking at all metered parking stalls and parking lots between 4:00 pm and 6:00 p.m. daily during the month of December 2019 and to suspend the parking enforcement.

Motion Carried

18. Tenders and Requests for Proposals

1. Municipal Works Two-Way Radio, 2019-210-Financial Services

Moved By: Glen Grant, Councillor

Seconded By: Justin Towndale, Councillor

Motion to approve a non-competitive procurement for the lease and installation of a two-way radio communication system from BearCom for a term of five years for a total of \$233,740.50 (net cost to Corporation - \$210,490.56

Motion Carried

19. New Business

1. Lighting at the Rotary Traffic Circle

Moved By: Eric Bergeron, Councillor

Seconded By: Justin Towndale, Councillor

Motion to direct Administration to prepare a report on the cost of improving the lighting display at the Rotary Traffic Circle for the next regular Council meeting of December 9, 2019.

Motion Carried

2. Lighting in Lamoureux Park

Moved By: Eric Bergeron, Councillor

Seconded By: Justin Towndale, Councillor

Motion to direct Administration to prepare a report for the 2020 budget process on the cost of re-implementing the Canada 150 display at Lamoureux Park on a permanent basis.

Motion Carried

20. Passing of By-laws

Moved By: Carilyne Hébert, Councillor

Seconded By: Maurice Dupelle, Councillor

Motion to approve By-laws 209-144 and By-laws 2019-146 to 2019-148 inclusive as listed on the Agenda.

Motion Carried

Moved By: Elaine MacDonald, Councillor

Seconded By: Carilyne Hébert, Councillor

Motion to approve By-law 2019-145.

Motion Carried

- 1. 2019-144 By-law, Agreements with Schools, 2019-202-Glen Stor Dun Lodge, 2019-201-Glen Stor Dun Lodge**
- 2. 2019-145 Annual Renewal of Service Contracts for Child Care, 2019-202-Social and Housing Services, 2019-203-Social and Housing Services**
- 3. 2019-146 A By-law to amend By-laws 001-2005, 063-2009 and 2017-045 and to appoint Deborah Caskenette to officiate Civil Marriage Solemnization for the City of Cornwall, 2019-228-Corporate Services**
- 4. 2019-147 By-law, New Service Fee for Ambulance Call Reports, 2019-205-Cornwall SDG Paramedic Services, 2019-206-Cornwall SDG Paramedic Services**
- 5. 2019-148 A By-law to amend Sections of the Traffic & Parking By-law 069-89, 2019-237-Infrastructure and Municipal Works**

21. Reports from Standing / Special Committees of Council

There were no reports from Standing / Special Committees of Council.

22. Notice of Motion

There were no Notices of Motion.

23. Pending Business Listing

1. Unfinished Business Listing for November 25, 2019, 2019-224-Corporate Services

Moved By: Maurice Dupelle, Councillor

Seconded By: Todd Bennett, Councillor

Motion to receive the Unfinished Business Listing for November 25, 2019.

Motion Carried

24. Confirming By-law

1. Confirming By-law for the Meeting of November 25, 2019, 2019-227-Corporate Services

Moved By: Claude E. McIntosh, Councillor

Seconded By: Glen Grant, Councillor

Motion to endorse By-law 2019-149, being a By-law to confirm the proceedings of the Council of The Corporation of the City of Cornwall at its meetings held on Monday, November 25, 2019.

Motion Carried

25. Adjournment

The next Special Public Meeting of Council will be held on Monday, December 2, 2019 (Water and Sewer Budget).

The next Regular Public Meeting of Council will be held on Monday, December 9, 2019.

Moved By: Claude E. McIntosh, Councillor

Seconded By: Carilyne Hébert, Councillor

Motion to adjourn the meeting of Monday, November 25, 2019 at 9:30 p.m.

Motion Carried

Manon L. Levesque, City Clerk

Bernadette Clement, Mayor



Minutes

Cornwall City Council

Meeting #: 2019-31
Date: Monday, December 2, 2019, 5:00 PM
Location: Council Chambers
Chair: Bernadette Clement, Mayor
Prepared By: Debbie Caskenette, Deputy Clerk

Attendance Bernadette Clement, Mayor
Committee Members: Claude E. McIntosh, Councillor
Elaine MacDonald, Councillor
Syd Gardiner, Councillor
Dean Hollingsworth, Councillor
Carilyne Hébert, Councillor
Glen Grant, Councillor
Todd Bennett, Councillor
Justin Towndale, Councillor
Eric Bergeron, Councillor

Regrets: Maurice Dupelle, Councillor

Attendance Maureen Adams, CAO
Administration: Manon L. Levesque, City Clerk
Debbie Caskenette, Deputy Clerk
Geoffrey Clarke, General Manager, Corporate Services
Tracey Bailey, General Manager, Financial Services
Bill de Wit, Acting General Manager, Infrastructure and
Municipal Works
Michael Fawthrop, Division Manager, Infrastructure & Planning
Carl Goodwin, Division Manager, Environmental
Paul Scrimshaw, Accounting Manager & Deputy Treasurer
Justin Cordell, Budget Co-ordinator
Emma Meldrum, Public Information Coordinator

1. Roll Call

2. Adoption of Agenda

Moved By: Todd Bennett, Councillor

Seconded By: Glen Grant, Councillor

Motion to adopt the agenda as presented.

Motion Carried

3. Disclosure of Interest

There were no Disclosures of Interest.

4. Presentation(s) and/or Report(s)

1. 2020 Water & Wastewater Budget, 2019-211-Financial Services

Bill de Wit, Acting GM Infrastructure and Municipal Works and Tracey Bailey, Chief Financial Officer made a joint presentation on the 2020 Water and Wastewater Budget.

Michael Fawthrop, Division Manager-Infrastructure Planning, and Carl Goodwin, Division Manager-Environmental, outlined the water infrastructure and wastewater components of the budget together with the proposed 2020 capital projects. Tracey Bailey presented the financial and management framework of the 2020 budget.

Ms. Bailey indicated that the 2020 Water and Wastewater Budget was prepared with an overall increase of 3.79% to the utility bill. The increase on the average residential water bill will range between \$25 to \$35.

Moved By: Eric Bergeron, Councillor

Seconded By: Dean Hollingsworth, Councillor

Motion to remove the amount of \$80,000 for the Pumphouse Brick Wall Replacement from the 2020 Budget.

Motion Defeated

Moved By: Carilyne Hébert, Councillor

Seconded By: Todd Bennett, Councillor

Motion to receive the 2020 Water and Wastewater Budget and to approve the rates for 2020 at an increase of 3.79%.

Motion Carried

5. Adjournment

The next regular public meeting of Council will be held on Monday, December 9, 2019.

Moved By: Carilyne Hébert, Councillor

Seconded By: Syd Gardiner, Councillor

Motion to adjourn the Special Meeting of Council at 7:40 p.m.

Motion Carried

Manon L. Levesque, City Clerk

Bernadette Clement, Mayor

The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
Division: Clerk's Division
Report Number: 2019-242-Corporate Services
Prepared By: Manon Levesque, City Clerk
Meeting Date: December 9, 2019
Subject: Community Safety and Well-Being Plan by Carmen Cousineau and Inspector Dave Michaud

Purpose

To present the Community Safety and Well-Being Plan.

Recommendation

That Council adopt the Stormont, Dundas, Glengarry, Cornwall and Akwesasne (SDGCA): Vibrant Communities – Our Safety and Well-Being Plan, Version 1, dated December, 2019.

Financial Implications

There is an opportunity for up to three years' of funding to implement the Plan if it is approved or adopted as Version 1 on or before December 16.

Background / Discussion

On February 11, 2019, Carmen Cousineau, Project Coordinator, and Staff Sergeant David Michaud outlined how the Cornwall Police Services would create and implement the Community Safety and Well-Being Plan (CSWB) which the provincial government mandated municipalities to adopt by December 31, 2020.

Document Title:	Community Safety and Well-Being Plan by Carmen Cousineau and Insp. Dave Michaud .docx
Attachments:	<ul style="list-style-type: none">- VC SWB Council Presentation Cornwall Council Dec 9, 2019.pptx- Vibrant Communities - Our Safety and Well-Being Plan SDGCA.pdf
Final Approval Date:	Dec 3, 2019

This report and all of its attachments were approved and signed as outlined below:

Maureen Adams - Dec 3, 2019 - 3:27 PM



lonkwanatiio
SKEN:NEN AKENIN

**Carmen Cousineau, Project Coordinator
& Insp. Dave Michaud**

December 2019
Version 1

Background

- New legislative requirement for Community Safety and Well-Being planning came into force January 1, 2019, and municipalities have two years from this date to prepare & adopt a plan (Dec 31, 2020).
- In February 2019 Council accepted our prop establish the prescribed multi-sectoral Proje Committee and undertake the planning fram

Our Regional Approach

It was decided at the first Advisory Committee meeting, that the most effective planning would be to work collaboratively as a region – The City of Cornwall, the United Counties of Stormont, Dundas and Glengarry as well as the Mohawk Territory of Akwesasne (SDGCA).

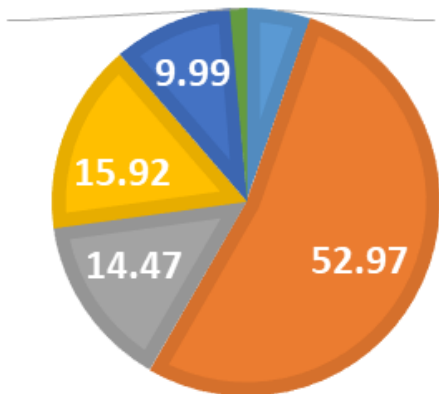


Framework



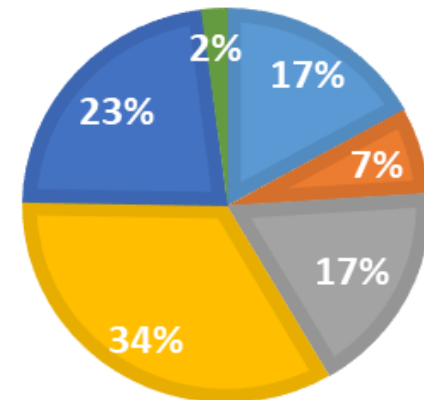
Public Engagement Process

- Vibrant Communities – Social Development Council started a series of Public Engagement events in Feb. 2018 to discuss collaborating on the implementation of a large scale initiative to reduce poverty and build a vibrant community.



■ Akwesasne
■ Cornwall
■ Dundas
■ Glengarry
■ Stormont
■ Non-Response

■ Business
■ Government
■ Health Care
■ Lived-Experience
■ Non-Profit
■ Non-Response



Top 4 Risk Factors - 701 Participants

Issue	%
Mental Health	13.36
Access to Health Services	11.37
Poverty – Financial Stability	10.06
Education	10.12
Access to Food	7.70
Environment	6.78
Access to Services	6.73
Safe Housing	6.39
Addictions	5.61
Community Safety – Policing	4.60
Transportation	4.40
Abuse	4.26
Early Childhood Development	4.26
Support Networks	3.82

April 2019 Establish Partnerships and continue public engagement on the top 4 risk factors!

Location	Population	% of Pop.	Goal	Actual
Akwesasne	12,000	9.86%	68	81
Cornwall	46,589	37.59%	264	537
North Dundas	11,278	9.10%	64	117
South Dundas	10,833	8.74%	62	75
North Stormont	6,873	5.55%	39	47
South Stormont	13,110	10.58%	74	111
North Glengarry	10,109	8.16%	57	76
South Glengarry	13,150	10.61%	74	84
TOTAL	123,942	100%	702	1128

Supporting Data and Community Assets

- Accurate data/information was collected and reviewed from various sources (Federal, Provincial and local) that allowed for analysis leading to informed decision making.
- Throughout our region we have identified numerous organizations and programs to support our residents. That comprehensive list is located on the City of Cornwall website – visit:

www.cornwall.ca/resources

- In addition, the plan lists some key Action Tables/Netw are currently collaborating to address challenges in eac identified pillars.



- ACTION PLANS: Each of the four risk factors identified have 9 to 10 associated themes. Each theme in turn has an average of 4 strategies - action items. In total the Plan contains 160 strategies to implement to make our region more vibrant, safe and healthier.

Next Steps



- The Social Development Council of Cornwall and Area has agreed, in partnership with the Vibrant Communities - working group members and subject matter experts to:
 - Create and translate an executive summary.
 - Take the lead to review, refine or reaffirm the action plans.
 - Begin implementation of the strategies and measures within the Plan.
 - Provide to Council an updated Version 2 of the Plan on or before December 2020.

Resolution:

- That the City of Cornwall adopt the Stormont, Dundas, Glengarry, Cornwall and Akwesasne (SDGCA): Vibrant Communities – Our Safety and Well-Being Plan, Version 1, dated December, 2019.

Questions?



Collectivités dynamiques

NOTRE PLAN DE SÉCURITÉ ET DE BIEN ÊTRE

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SKEN:NEN AKENHNA:KE ONKWATONHNETSHE:RA

Vibrant Communities

OUR SAFETY AND WELL-BEING PLAN



Stormont
Dundas
Glengarry
Cornwall
Akwesasne
(SDGCA)

December
2019

Version 1

A Joint Message from our Municipal Leaders:

The creation of our joint “*Vibrant Communities – Our Safety and Well-Being Plan v.1*” (VC-SWB) was a true collaboration between our neighbouring communities. As Municipal Governments, we are committed to poverty reduction and our shared vision of a safer, healthier and more vibrant region. However, we cannot do this alone. We need all residents and sectors working together to ensure our success!

This Plan came together through the efforts of our project team members and volunteers. They were able to achieve significant regional public engagement by hosting focus group meetings, providing presentations and conducting surveys. This feedback, combined with the collection and dissemination of local, regional and provincial data, was used to identify and prioritize our regional risk factors. We are proud of our numerous community strengths, resources and assets but are also committed to addressing any gaps in services or programming.

We acknowledge the importance and long-term benefits of social development and prevention, while concurrently addressing immediate and short-term risks. Implementing this Plan is our first step in achieving our goal.

We would like to thank all the members of the multi-sectoral VC-SWB Advisory Committee; these knowledgeable community leaders provided guidance and remain committed to championing this cause. A special thanks to our respective municipal representatives and the Cornwall Police Services for taking the initiative and contributing resources towards this important project.



Jamie MacDonald,
Warden, United Counties
of Stormont, Dundas &
Glengarry (SDG)



Bernadette Clement,
Mayor
City of Cornwall



Abram Benedict
Grand Chief
Mohawk Council of
Akwesasne

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Plan prepared by Carmen Cousineau, Project Coordinator

MANDATE

New legislative requirement for Community Safety and Well-Being planning came into force

January 1, 2019, and municipalities have two years from this date to prepare & adopt a plan (Dec 31, 2020).

Part XI, Section 143 Police Services Act (1990)

Acknowledgements:

Vibrant Communities – Our Safety and Well-Being (VC-SWB) Plan (v. 1) was developed under the leadership and guidance of the multi-sectoral Advisory Committee and in partnership with the Social Development Council of Cornwall and Area's – Vibrant Communities Initiative. We also acknowledge the support and assistance received from our partner municipalities and community organizations.

Together, we thank all the many individuals and organizations that participated in our surveys, presentations and focus groups. The insights and advice you provided in addressing this complex issue was greatly appreciated.

Goal:

“The ultimate goal of this type of community safety and well-being planning is to achieve sustainable communities where everyone is safe, has a sense of belonging, opportunities to participate, and where individuals and families are able to meet their needs for education, health care, food, housing, income, and social and cultural expression. The success of society is linked to the well-being of each and every individual.”ⁱ

This initial **Version 1** will be updated and enhanced regularly in order to respond to the ever-changing environment. The Social Development Council with the assistance of the working groups in partnership with subject matter experts (content and context) will undertake a review of assumptions, activities, deadlines, milestones and tasks. An annual update will be provided to each municipal council and will be published electronically.

No single government, agency, or even handful of agencies, can achieve this alone. Implementation will require commitment, leadership, patience, creativity, and above all, interest in learning new ways of working together on behalf of the whole community.

COLLABORATION

Map courtesy of Sabina Ade, GIS Data Coordinator, United Counties – SDG

Municipalities have the flexibility to engage in planning individually or in partnership with neighbouring municipalities and/or First Nation communities to develop a joint plan.

The median age in the region at 47.1 in SDG is older than in the province where the median age is 41.3.

Stats Canada 2016 Census

Our Regional Approach:



It was decided at the first Advisory Committee meeting, that the most effective planning would be to work collaboratively as a region – The City of Cornwall, the United Counties of Stormont, Dundas and Glengarry as well as the Mohawk Territory of Akwesasne (SDGCA).

The joint process encouraged cooperation, created new partnerships, while making possible accomplishments that ordinarily might not have been attainable individually. Our regional inter-municipal approach will improve the viability and long-term sustainability to respond to our local priorities.

The population in Stormont, Dundas and Glengarry (SDG) increased by 2% between 2011 and 2016 at the same time, the population in Ontario grew by 4.6%.

Regional Population Projection:

2011	2016	2018	2021	2026	2031	2036	2041	2046
115.6	116.5	117.5	119.8	122.2	123.9	125.5	126.9	128.3

(*note the chart refers to thousands and that only a small percentage of Akwesasne is within the census area)

Source: Statistic Canada Estimates - Ontario Ministry of Finance Projections
<https://www.fin.gov.on.ca/en/economy/demographics/projections/table4.html>



Cornwall is one of the largest cities in Eastern Ontario. It is also one of the oldest settlements in Canada, which today boasts a modern economy led by forward-

thinking companies. The City's location on the St. Lawrence River and its numerous parks and recreational facilities make the City an excellent place to raise a family.

The City of Cornwall is governed by an elected 11-member City Council comprised of the mayor and ten councillors representing the city as a whole. The Mayor and city councillors serve four-year terms.

POPULATION
46,589

www.cornwall.ca

Strategic Plan:

<https://www.cornwall.ca/en/city-hall/strategic-plan.aspx>

The City of Cornwall has a unique geographical location at the convergence of the Ontario, Quebec and New York State borders. It shares its southern border with the Mohawk Territory of Akwesasne. Cornwall is one of 14 Ontario border crossings between Canada and the United States.

Situated along Highway 401, Cornwall is well serviced by road and railway transportation and is only an hour's drive from the metropolitan cities of Ottawa and Montreal.

Cornwall continues to evolve as revitalization projects, environmental initiatives and new business activities combine to improve local economy.

Mission: To provide services that enable a financially and environmentally sustainable community which will care and provide for the needs and values of its residents.

Vision: The City of Cornwall is recognized as a welcoming and healthy community with a strong municipal government providing effective services and infrastructure.

Values:

Accessibility,
bilingualism,
collaboration,
inclusiveness,
innovation, integrity,
leadership,
transparency and
respect.





The Council of the United Counties of Stormont, Dundas and Glengarry is comprised of the Mayors and Deputy-Mayors of each of the six local municipalities within the County.

Strategic Plan:

<https://www.sdgcounties.ca/sites/default/files/documents/SDG%20Strategic%20Plan%202019.pdf>



Situated on the St. Lawrence River, SDG is largely rural and agricultural. SDG is home to beautiful beaches, marinas, recreation trails and provincial parklands. Three hospitals, long-term health care facilities, excellent schools and clean safe communities contribute to a high standard of living. County Council is responsible for the delivery of a variety of services to the residents of SDG and to represent the constituents of both the County and 6 local municipalities.

County Council Strategic Priorities:

- Service Delivery – A Smarter Approach
- Rural Schools – Educating Children in Their Communities
- Leveraging Partnerships to Improve Healthcare – Supporting Equitable Access
- Community Sustainability – A Place Where you Want to Be
- Communication – The Foundation of Success

Municipalities	Population	Website
Township of North Dundas	11,225	www.northdundas.com
Municipality of South Dundas	10,794	www.southdundas.com
Township of North Stormont	6,775	www.northstormont.ca
Township of South Stormont	13,110	www.southstormont.ca
Township of North Glengarry	10,251	www.northglengarry.ca
Township of South Glengarry	12,617	www.southglengarry.com
United Counties Total	64,824	www.sdgcounties.ca

The Mohawk Council of Akwesasne (MCA) is the elected system through Custom Law of government. There are a total of twelve District Chiefs and one Grand Chief. Together, the Chiefs constitute the Mohawk Council (MCA).

Population 12,000
www.akwesasne.ca

Strategic Plan:
<http://www.akwesasne.ca/mohawk-council/council-strategic-plan/>

No other First Nation community in Canada has these unique jurisdiction and geographic features.

Akwesasne (Ahkwesáhsne):

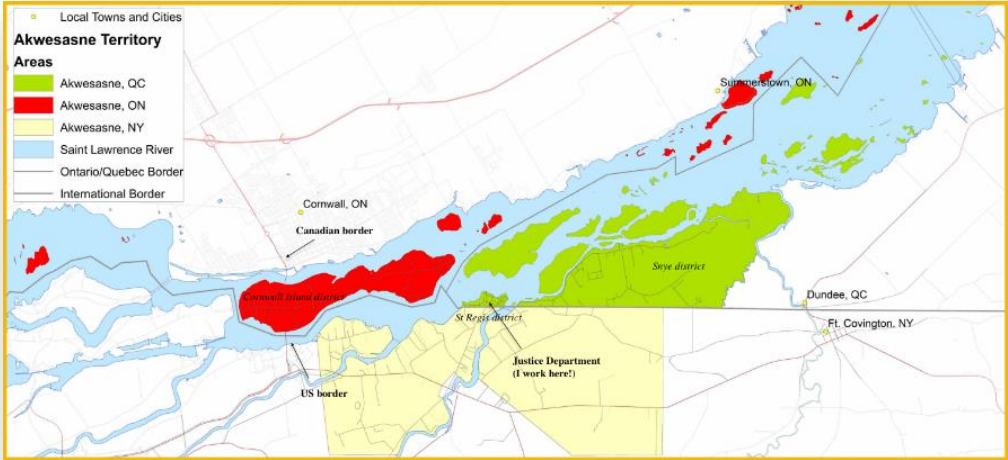
The Mohawk Territory of Akwesasne is geographically unique, having an International Border running through the Territory and having the two provinces of Quebec and Ontario within the Canadian side of Akwesasne.

Community Pillars:

- Self Determination
- Modernization
- Sustainability
- Well Being

Community Goals:

1. Become a Self-Sufficient Nation	8. Increase fluency in our Mohawk Language
2. Live in a Safe Community	9. Take pride in our history and culture
3. Monitor and Protect our Environment	10. Settle land claims
4. Have better management of our lands	11. Increase access to sufficient and affordable housing
5. Improve Community Infrastructure	12. Expand our education services
6. Create more jobs and business opportunities	13. Improve our health and well-being
7. Take care of the vulnerable members in our community	14. Support our community's recreational needs

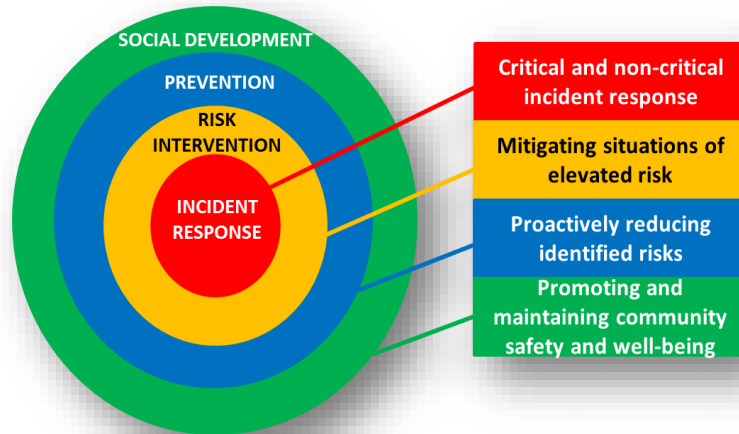


The plan was created by combining the results from the Public Engagement activities with information and data gathered and analyzed to support the identified local priorities.

Methodology

Vibrant Communities – Our Safety and Well-Being Plan (VC-SWB) v. 1

We followed the process and principles contained in the “Community Safety and Well-Being Planning Framework – “A Shared Commitment in Ontario”ⁱⁱ. This booklet outlined the Ontario Government’s introduction to a long-term strategy to make safety and well-being a reality for vulnerable individuals, families, groups, and locations. Our VC-SWB Plan v.1 includes strategies for our regional safety and well-being at four levels of intervention: social development, prevention, risk intervention, and emergency response.



To support the regional municipalities, the Cornwall Police Service successfully submitted a request for funding to hire a part-time project coordinator and assigned internal police resources to support the project.



Identifying Local Risk Factors:

Public Engagement Process:

STEP 1.

The survey was used as a tool to establish communication and to engage a cross representation of citizens from our diverse communities.

See Appendix C for a copy of the survey.

A total of 701 residents completed the Vibrant Community Survey.

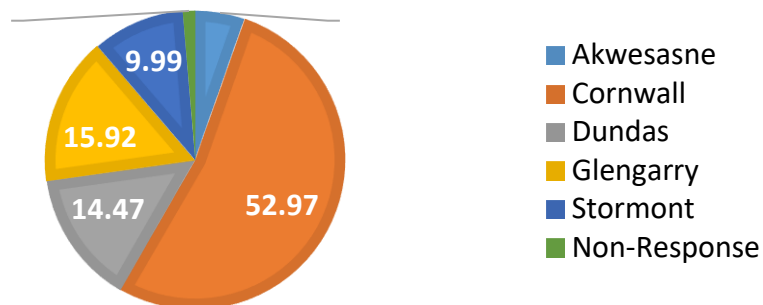
February 7, 2018 – Inaugural Meeting of Vibrant Communities (VC): “Building Community Vibrancy through Collective Impact Approach”. The Social Development Council of Cornwall and Area in partnership with the Tamarack Institute and the Eastern Ontario Health Unit, brought together community members and leaders to discuss collaborating to implement large-scale initiatives to reduce poverty and build a more equitable, prosperous and peaceful society.



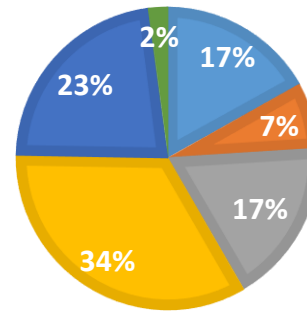
May 29, 2018 – The group was re-united to discuss strategies on building a Common Agenda. It was decided to create a survey that would determine the shared priorities of our communities.

November 29, 2018 – Community Meeting held called “Deepening the Common Agenda” to review the survey results and discuss next steps.

Survey Demographics:



- Business
- Government
- Health Care
- Lived-Experience
- Non-Profit
- Non-Response



Respondents identified their risk factors in order of priority that need to be addressed in order to build a more vibrant community.

RISK FACTORS

Issue	Votes	%
Mental Health	276	13.36
Access to Health Services	235	11.37
Poverty – Financial Stability	219	10.06
Education	209	10.12
Access to Food	159	7.70
Environment	140	6.78
Access to Services	139	6.73
Safe Housing	132	6.39
Addictions	116	5.61
Community Safety – Policing	95	4.60
Transportation	91	4.40
Abuse	88	4.26
Early Childhood Development	88	4.26
Support Networks	79	3.82

AGREEMENT

The Community Safety and Well-Being Advisory Committee formed a partnership the Vibrant Communities (VC) Initiative – Social Development Council of Cornwall and Area.

United Counties of Stormont, Dundas and Glengarry and Mohawk Council of Akwesasne agreed to work together to create one regional Plan called:

Vibrant Communities
OUR SAFETY AND WELL-BEING PLAN

lonkwanatiionskats
SHUNEN AGOWANNAH OONAWONNETHENAA

Collectivités dynamiques
NOTRE PLAN DE SÉCURITÉ ET DE BIEN ÊTRE

May 1, 2019:

First joint Vibrant Communities – Our Community Safety and Well-Being Plan Focus Group Meeting. Partners commit to the project goals and agree to collaborate going forward.



July 10, 2019: The

Social Development Council hosted a full day of focus groups on the 4 priorities – Mental Health, Health Services, Poverty Reduction and Community Safety. This was the kick-off of the summer public engagement events conducted in partnership with focus group members, students and volunteers who attended many public events to meet and speak to people directly about their concerns, ideas and suggestions.

Public Engagement Locations included:

- the Benson Center
- Alexandria Park
- Backyard Food Day
- Center 105
- Green Food Box Dundas
- Salvation Army
- Cornwall Public Library
- Touch a truck event
- Winchester Kids Park Day
- Long Sault Farmer Market
- Alexandria Farmers Marker
- Akwesasne Powwow
- Team Cornwall Golf Day
- Crysler Bingo
- House of Lazarus
- St-Lawrence College
- Morrisburg and Winchester grocery stores
- Martintown Farmers Market



October 24, 2019: Presentation of Public Engagement Results



The Vibrant Communities – Our Safety and Well-Being Plan was reviewed and approved by the Advisory Committee for presentation to municipal councils.

Participation – Public Engagement Demographics:

The goal was to reach out to approximately 700 residents from the Region to collect their thoughts on risk factors and suggestions for action items.

Location	Population	% of Pop.	Goal	Actual
Akwesasne	12,000	9.86%	68	81
Cornwall	46,589	37.59%	264	537
North Dundas	11,278	9.10%	64	117
South Dundas	10,833	8.74%	62	75
North Stormont	6,873	5.55%	39	47
South Stormont	13,110	10.58%	74	111
North Glengarry	10,109	8.16%	57	76
South Glengarry	13,150	10.61%	74	84
TOTAL	123,942	100%	702	1128

STEP 2.

Data Collection/Research:

Accurate data/information was collected, reviewed and incorporated from various sources and are referenced throughout the document. Sources reviewed included local data from our community partners as well as provincial and federal sources:

Statistics Canada – 2016 Census Data
Community Safety and Well-Being Planning Framework

Shared Commitment in Ontario – Booklet 3
Suicide Prevention: A Resource Guide for Agency, Personnel and Management – Champlain East Suicide Prevention Coalition
Eastern Ontario Health Unit - Mental Health Status Report
Canadian Mental Health Association Mental Health Factsheet
Ten Year Housing Plan-City of Cornwall and the United Counties of Stormont, Dundas & Glengarry January 2014
The Cost of Poverty in Ontario – 10 Years Later Oct. 2019
Eastern Ontario Training Board Local Labour Force Report 2018-2020
LHIN Sub-Region Report
<i>Taking Stock</i> – Report on the quality of mental health and addiction services in Ontario
Situation Table CSDG Annual and Data Report

Community Assets and Action Tables/Networks:

Throughout our region we have identified numerous organizations and programs to support our residents. That comprehensive list is located on the City of Cornwall website – visit:

www.cornwall.ca/resources

In addition, we have listed some key Action Tables/Networks who are currently collaborating to address challenges in each of the identified pillars.

Risk Identification:

Our planning was based on the concept that it is more effective, efficient and beneficial to our quality of life to prevent something bad from happening rather than trying to find a “cure” after the fact. That is why we focused on identifying risks and targeted the circumstances, people and places that are most vulnerable. Our long-term prevention strategy is to continue to focus on **why** something is happening rather than on **what** is happening. Risks were identified by the 1128 participants based on their knowledge, and experience. This combined with the local data from community members and partners, we were able to highlight the issues that are most significant and prevalent in our region.

STEP 3.

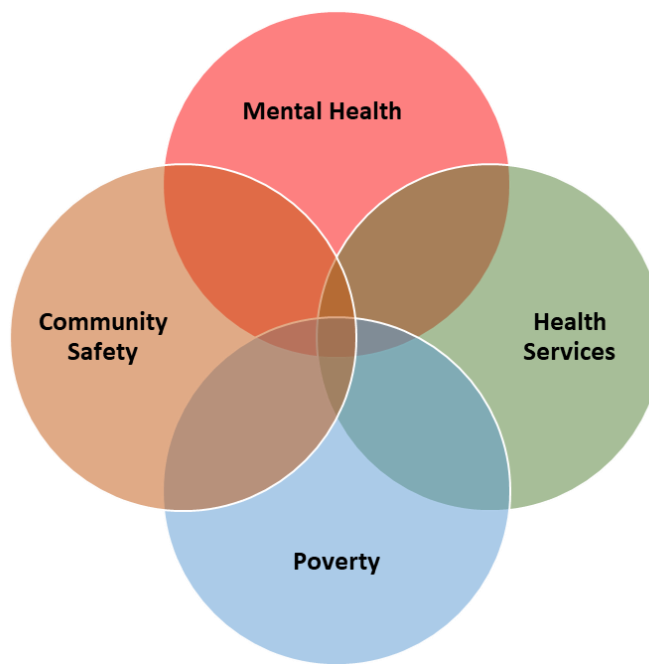
PRIORITIES

The Canadian Mental Health Association fact sheets states that approximately **1 in 5** children/youth in Ontario have a mental health challenge.

According to Statistics Canada, Canadians in the lowest income bracket are **3-4** times more likely than those in the highest income bracket to say that their mental health is fair to poor.

Each Priority Pillar below includes important supporting data elements, an Action Plan and a few key Local Community Assets/Action Tables.

Priority Pillars:



Mental Health:

Mental health includes our emotional, psychological, and social well-being. It affects how we think, feel, and act. It also helps determine how we handle stress, relate to others, and make choices. Mental health is important at every stage of life. Mental health challenges are common but with the right supports people can improve and many recover completely. About two million Ontarians are affected by a wide variety of mental illnesses and addictions each yearⁱⁱⁱ.

The social determinants of health are life factors that can impact our mental health both positively and negatively. These factors can include a person's education history, early life experiences, employment and working conditions, housing, race, sexual orientation, among many others. The social determinants of health can support us in living with positive mental health.

SUPPORTING DATA

Approximately 5% of male youth and 12% of female youth, age 12 to 19, have experienced a major depressive episode.

In Canada, only 1 out of 5 children who require mental health services receives them.

The social determinants of health such as food insecurity, poor working conditions or unemployment, and discrimination because of race or disability may also negatively impact our mental health. Approximately 21.4% of the working population in Canada currently experience negative mental health conditions, which can affect their productivity.

Mental health conditions account for approximately 30% of short-term and long-term disability claims and are rated one of the top three drivers of such claims by more than 80% of Canadian employers.

If unaddressed, the impact of negative mental health conditions on lost productivity will cost Canadian businesses \$198 billion over the next 30 years.

Local service providers of Mental Health – Addiction Programs each have different waiting lists. However, those experiencing an urgent mental health needs or crisis, normally can be seen the same day the call is received.

Youth and Mental Health:

Mental illness is increasingly threatening the lives of our children; with Canada's youth suicide rated the third highest in the industrialized world. This is especially true of children that have mental health needs and are disabled as they cannot be truly serviced locally due to a lack of support and programs.

Suicide is among the leading causes of death in 15-24 year old Canadians, second only to accidents; 4,000 people die prematurely each year by suicide.

Housing and Mental Health: people with serious mental health conditions are disproportionately affected by homelessness. Housing designed for people with mental health conditions can contribute to significant cost savings for the health system. It costs 6 times more to keep a person in a psychiatric hospital, compared to housing a person in the community and providing supports.



MENTAL HEALTH ACTION PLAN

THEMES & STRATEGIES:

1. Offer training and education to help identify, raise awareness and break the stigma of mental illness.
 - Create a local wellness app that provides information on community services, activities, group sessions and more.
 - Establish a program with a focus on mental health in the farming community.
 - Expand the education on dementia and continue working on becoming a dementia friendly community.
 - Provide “Mental Health 101” workshops to the general public with a goal to break the stigma. Subjects could include “recognizing the signs and symptoms of mental illness,” “how to recognize trauma or abuse” and “how trauma affects brain development”.
 - Provide knowledge and tools to employers on mental health and mental illness in the workplace.
 - Provide more opportunities to teach and learn Mental Health First Aid.
 - Run an advocacy campaign, which includes testimonials and personal stories.
2. Expand the current offering of free counseling for families and individuals.
 - Promote existing services offered at no cost to the individual.
 - Identify gaps in service and create a multi-agency plan to address them.
3. Increase availability and access to services that exist. (Hours, transportation, affordability, mobile services, online services, etc.)
 - Evaluate the feasibility of offering online and phone services such as telemedicine, e-Counseling, services by text or social media and online support groups.
 - Explore mobile services and home visits to provide better accessibility in rural communities.
 - Work with local service providers to identify opportunities to ensure their services are more accessible such as flexible hours, free or affordable transportation and more rural service offering.
4. Organize theme-specific support groups. (PTSD, postpartum depression, anxiety, etc.)
 - Create programs dedicated to children and youth such as mentorship opportunities for youth with mental illness and counselling in schools.
 - Create programs that have a focus on early intervention, prevention and that promote healthy childhood development. (Prenatal, parenting, postpartum depression)
 - Create specialty supports for PTSD including exposure therapy (Virtual Reality)
 - Initiate peer mentorship or support group programs in person and online around specific themes.
 - Provide opportunities to teach coping and resilience skills to all ages.
5. Provide more caregiver and frontline support for well-being, education, and

	respite.
	Promote existing services for caregivers and frontline staff.
	Identify possible gaps in services and create a plan to address them.
6.	Broaden the number of support groups and workshops focused on prevention and intervention. (Life skills, stress management, healthy childhood development, etc.)
	Create wellness groups that help develop hobbies, confidence, builds identity, self-worth and internal strength.
	Identify opportunities to teach healthy habits and life skills to youth and adults. (Cooking, nutrition, exercise, gardening, self-care, stress management, meditation, work life balance, media and digital literacy, healthy relationships, parenting classes.)
7.	Create a Community Hub with multiple services under one roof.
	Engage multiple community agencies to create a one stop shop with a diverse offering of services.
8.	Enhance awareness and navigation of existing services.
	Create a central community telephone line, app and/or website that can provide information and navigation on all services offered in the region.
	Provide better awareness of the many existing local resources to ensure residents are accessing the services they need.
9.	Provide opportunities to connect and gather. (Feel part of a community and break the feeling of isolation.)
	Create more programs for seniors living in isolation such as home visits, a call-a-day, aging in place, and supportive home care programs.
	Encourage and create group activities, outdoor gatherings and block parties that give people the opportunity for share a meal and socialize.
	Plan free or affordable outdoor activities for youth, families and adults like recreation programs, summer camps etc.
	Work with municipalities to create and enhance public infrastructure and green space that support a healthy community that is friendly for all including youth and seniors.
	Work with municipalities to create bicycle friendly and walkable communities for all ages and abilities.
10.	Prevent the duplication of service and coordinate better care for our community.
	Create a community hub: Engage multiple community agencies to create a one-stop shop with a diverse offering of services.
	Limit duplication of services and support more community partnerships with a cohesive communication strategy that encourages better links between programs and services.
	Provide system navigation services that includes more effective triage and referral process that will ensure individuals are accessing the right services.

Mental Health – Community Assets/Action Tables:

Regional Mental Health Promotion and Substance Use Prevention Strategy:

This is a coordinated approach of cross-sector alignment that will help bring competing and complementary priorities to the forefront, ensuring effective actions to address complex issues. There are 11 Core Member Organizations and an additional 22 Supportive Organizations from Eastern Ontario on this committee. Collectively, they will inform how cross-sector partners can align to enhance mental health promotion efforts aim to enhance wellbeing. Though related, it is distinct from promoting mental health services. Concurrently, the committee will also inform substance use prevention efforts aim to prevent, or delay, use of substances. Though related, it is distinct from promoting addictions services (substances include tobacco, e-cigarettes, alcohol, cannabis, opioids, illicit, other substances and emerging products).

Youth Wellness Hub:



This is an integrated service hub under development in Cornwall to address gaps in the youth service system. The goal is to serve as fully integrated “one-stop-shops” for youth aged 12-25, to address their needs related to mental health, substance use, primary care, education/employment/training, housing and other community and social services. The hub will also include peer services, outreach, and system navigation services. Services will emphasize quality and will be timely, integrated and co-located.

Champlain East Suicide Prevention Coalition:

The Champlain East Suicide Prevention Coalition works in partnership with the community of Stormont, Dundas, Glengarry, Prescott, Russell and Akwesasne to develop and support comprehensive strategies to prevent suicide. Goals are:

To maintain the integrity of the Coalition and plan its progress.

HOSPITALS

To find out more information regarding Health Care Wait Times visit:

<https://www.ontario.ca/page/wait-times-ontario>

Many Ontario hospitals are operating at or above 100-per-cent capacity.

To provide a forum for sharing concerns and gathering information regarding suicide.

To facilitate the development of strategies to meet the needs for suicide prevention, intervention, and post-intervention.

To inform and educate the public about suicide, and its prevention.

Health Services:

Residents are concerned about our local health-care services. Surgeries are being postponed or cancelled at the last minute due to a patient backlog; patients are placed on stretchers in hallways for hours or even days at a time; and Emergency Room wards are filled with patients waiting hours for care.

Data from the Ontario Hospital Association suggests that roughly 16 per cent of the total beds are filled by patients not requiring urgent care, but for whom there is no bed in the overloaded rehab or long-term care systems.

The Ontario health care system struggles to satisfy public's needs despite its lean financial allotment. Given the province's challenging fiscal situation, enthusiasm for new large expenditures will be limited.

The Fraser Institute has stated that "Canada's doctor shortage will only worsen in the coming decade even with government imposed restrictions on the number of doctors being trained in are immediately removed, it won't have an impact for much of the next decade given the time it takes to train a new doctor."^{iv}

ACCESS TO HEALTH SERVICES ACTION PLAN	
THEMES & STRATEGIES:	
1. Attract more medical professionals to our regions. (Doctors, Nurse Practitioners, Psychiatrists, etc.)	
	Work with municipalities, medical institutions and universities to attract and retain the medical professionals necessary to ensure no one in our communities is left without the health care they need.
2. Increase availability and access to health services. (Hours, transportation, affordability, mobile services, online services, etc.)	
	Advocate for extended health coverage for new Canadians.
	Develop programs through social services for essential medical care for those unable to work.
	Evaluate the feasibility of offering online and phone services such as telemedicine, e-Counselling, video consultation, by text or social media, and online support groups.
	Explore mobile services and home visits to provide better accessibility in rural communities.
	Train a volunteer base to assist with appointments and transportation.
	Work with local service providers to identify opportunities to ensure their services are more accessible such as flexible hours, free or affordable transportation, and more rural service offering.
3. Advocate for affordable health care. (Optometrist, Dentist, Medical supplies, etc.)	
	Create an advocacy campaign and lobby different levels of government for services such as free eye and dental care.
	Work with existing services to provide the necessary medical supplies for low-income families at no cost.
4. Expand prevention and early intervention programs. (Free access to exercise classes, healthy eating workshops, etc.)	
	Create workshops and classes dedicated to prevention such as nutrition, healthy lifestyles etc.
	Offer more support for Allied Health Services.
	Provide opportunities for free access to indoor and outdoor exercise equipment and exercise classes.
5. Provide more caregiver and frontline support for well-being, education and respite.	
	Promote existing services for caregivers and frontline staff.
	Identify possible gaps in services and create a plan to address them.
6. Facilitate transportation to health services. (Shuttle service, better bus service, etc.)	
	Advocate for free parking at medical facilities.
	Coordinate a volunteer led service that provides rides to and from appointments.

	Work with existing transportation providers such as transit, taxi and more to expand shuttle service for seniors and/or those with a disability.
7. Create a Community Hub with multiple services under one roof.	
	Engage multiple community agencies to create a one-stop shop with a diverse offering of services.
8. Enhance awareness and navigation of existing services.	
	Create a central community telephone line, app and/or website that can provide information and navigation on all services offered in the region.
	Implement a centralized coordination of care that includes more of the necessary professionals in the circle of care.
	Provide better awareness of the many existing local resources to ensure residents are accessing the services they need.
9. Prevent the duplication of service and coordinate better care for our community.	
	Create a community hub: Engage multiple community agencies to create a one-stop shop with a diverse offering of services.
	Limit duplication of services and support more community partnerships with a cohesive communication strategy that encourages better links between programs and services.
	Provide system navigation services that includes better triage and referral that will ensure individuals are accessing the right services.
10. Offer education and support for new technologies used in health care. (Personal care devices, clinic check-in computers, etc.)	
	Create educational opportunities to teach individuals about new technologies now being used in health care.

ONTARIO HEALTH

Recently, the Ontario Government has announced a transformation of the health care system which will include a merger of LHINs into a new super agency called Ontario Health.

This restructuring is not to negatively impact patient care.

Health Services – Community Assets/Action Tables

Eastern Champlain Sub-Region Local Health Integration Network (LHIN)

Currently, Champlain East LHIN provides a coordinated, integrated and accountable health system for residents of Akwesane, Alexandria, Casselman, Hawkesbury, Rockland, Winchester, and the City of Cornwall.

Regional Health Teams:

The Cornwall Community Hospital is in the process of forming an Ontario Health Team for the region of Cornwall, Glengarry, Stormont and Akwesasne that will be based on primary care/speciality care referral patterns and patient flow. This group will represent approximately 20 health care organizations in this area.

Poverty:

Poverty is much more than not having enough money to meet basic needs such as food, clothing and shelter.

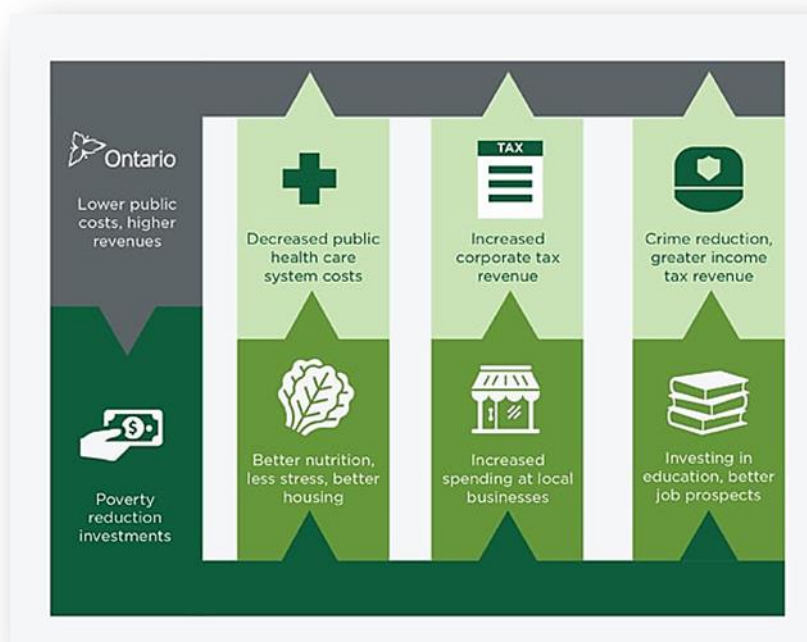
Poverty is hunger, lack of safe and affordable housing, fear for the future and living one day at a time. Lack of money is about not being able to participate in recreational activities; not being able to send children on a day trip with their schoolmates or to a birthday party; not being able to pay for medications for an illness or dental bills.

Poverty is a call to action so that many more may have enough to eat, have adequate shelter, have access to education and health care, are protected from violence and have a say in what happens in our communities.

The local Cornwall Food Bank (Agape Centre) serves approximately 1200 people monthly.

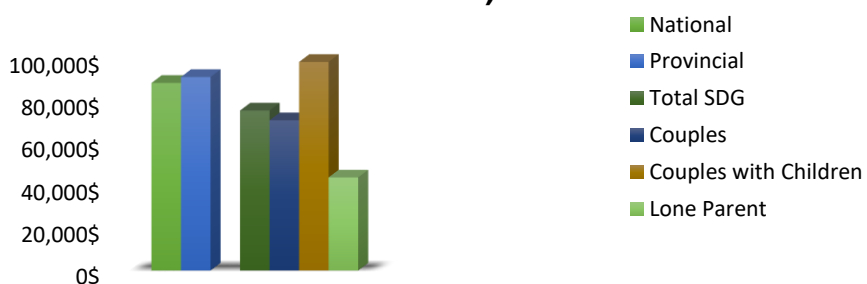
The soup kitchen provides an average of 165 lunches, Monday to Friday. About 38% of the people served are children. While 10% are senior citizens.

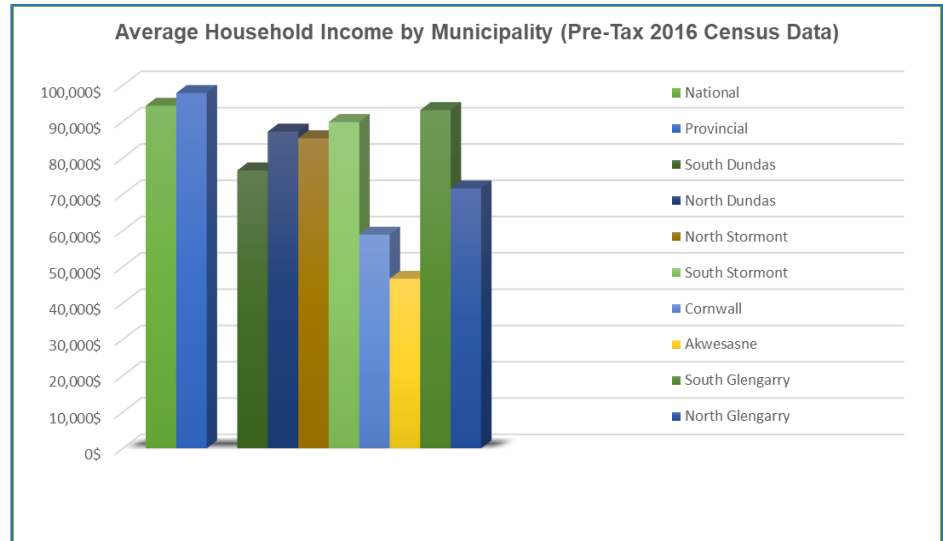
According to the analysis conducted by Feed Ontario – Cost of Poverty in 2019 is conservatively estimated at **\$27-\$33 Billion** per year. This report looks at program costs associated with low income individuals and includes the loss of tax revenue and the increased health and justice system expenses incurred by maintaining people in poverty.



Statistics Canada's Low Income Cut-Off (LICO) is most often used to measure poverty. This is unofficially referred to as "the poverty line." The LICO defines an income threshold below which a family is likely to spend significantly more of its income on food, shelter and clothing than the average family.

Average Family Income Stats Can 2016 Census Data)





Many people with low income and/or disabilities rely on social assistance as their primary source of income yet rates are significantly lower than what is needed to cover the cost of basic necessities, such as food, clothing, and housing.

Canadian Mental Health Association Poverty Stats and Facts^v

<ul style="list-style-type: none"> 1 in 5 Ontarians within a given year experience mental illness (<i>Offord, 1996</i>)
<ul style="list-style-type: none"> 35% of ODSP clients have a mental illness (<i>Ontario, Ministry of Community and Social Services, 2006</i>)
<ul style="list-style-type: none"> 21% of persons with disabilities in Ontario live in poverty (<i>Canadian Council on Social Development, Urban Poverty Data</i>)
<ul style="list-style-type: none"> Ontario is the province with the largest share of food bank recipients: 330,491 (<i>Hunger Counts, 2006</i>)
<ul style="list-style-type: none"> 1 in 5 people with a disability work for low pay (<i>Statistics Canada, 2001 Census</i>)

POVERTY ACTION PLAN

THEMES & STRATEGIES:

1. Advocate for changes within the system. (Living wages, affordable tuition, personalized social services, etc.)

Advocate for free or affordable tuition and basic needs such as transportation and nutritious food.

Advocate for the ability to save and build equity while on social assistance and for more discretion or flexibility for case workers.

Create a campaign that encourages employers to pay a living wage.

Create a client-centered service which respects and appreciates individual differences.

2. Promote continued and adult education. (Literacy, skills training, career navigation, etc.)

Advocate for affordable education and trades training.

Create a community with a culture of volunteerism and giving back.

Volunteering provides more opportunity for people to build qualifications and experiences for work.

Encourage more interactive and accessible education that meet people's needs and is offered in diverse learning styles.

Explore creating an education resource list. One location that promotes all adult education options from literacy to university.

Offer adult guidance counselling and mentorship to support educational goals and career changes.

Promote and expand existing literacy training and employment preparation programs.

3. Create support programs for the working poor.

Engage with existing agencies and people with lived experience to identify the gaps of services offered to working people living in poverty.

Work as a collective to find solutions to these gaps

4. Increase in initiatives for prevention, specifically focused on children and youth.

Create and deliver life skills workshops. (Food prep, budget, laundry, sex education, independence, financial literacy, good consumer practices, resiliency etc.)

Create prevention and mentorship programs that can break the cycle of poverty. (Employment preparation, career navigation, labour market etc)

Encourage more supports to children in school with homework help, breakfast/snack programs and more

5. Address issues related to housing and homelessness.

Advocate for more supportive housing for those with mental health illnesses, disabilities or other health needs.

Ensure we have adequate social housing for low-income families and individuals and ensure no one is without a home.

6. Establish opportunities to connect and gather. (Feel part of a community)
Encourage and create group activities, outdoor gathering and block parties that give people the opportunity to share a meal and socialize.
Plan free or affordable outdoor activities for youth, families and adults like recreation programs, summer camps etc.
Work with municipalities to create and enhance public infrastructure and green space that supports a healthy community that is friendly for all including youth and seniors.
Work with municipalities to create bicycle friendly and walkable communities for all ages and abilities.
7. Offer training and education on the reality of poverty. (Break the stigma, link to mental health, etc.)
Offer workshops on the reality of poverty to remove the stigma that is often associated with living below the poverty line.
Provide information to employers on the reality of poverty and the barriers it may cause employees.
8. Expand availability and access to services. (Free internet access, more rural services, online services, etc.)
Evaluate the feasibility of offering online and phone services such as telemedicine, e-Counselling, video consultation, services by text or social media, and online support groups.
Work with local service providers to identify opportunities to ensure their services are more accessible such as flexible hours, free or affordable transportation, and more rural service offering.
Encourage municipalities and institutions to provide free internet access to ensure there are no barriers to accessing services.
9. Enhance awareness and navigation of existing services including volunteer opportunities.
Create a central community telephone line, app and/or website that can provide information and navigation on all services offered in the region.
Create a community with a culture of volunteerism and giving back.
Implement a centralized coordination of care that includes more of the necessary people in the circle of care.
Provide better awareness of the many existing local resources to ensure residents are accessing the services they need.
10. Prevent the duplication of service and coordinate better care for our community.
Create a community hub: Engage multiple community agencies to create a one-stop shop with a diverse offering of services.
Limit duplication of services and support more community partnerships with a cohesive communication strategy that encourages better links between programs and services.

Provide system navigation services that includes better triage and referral that will ensure individuals are accessing the right services.

Vibrant Communities has begun the process of providing a program called Circles® which is a supportive, intentional, reciprocal, befriending relationship comprised of a Circle Leader, a family working to get out of poverty, and two to four community Allies, middle class people who are willing to befriend the family and support their way out of poverty.

Poverty – Community Assets/Action Tables

Vibrant Communities:

Vibrant Communities (VC) is a collective impact process led by The Social Development Council of Cornwall and Area which is a poverty reduction strategy. It uses the Tamarack model for Collective Impact. In early 2018 the SDC began engaging 100 policy makers, healthcare workers, non-profit professionals, business owners, people with lived experience and many more from across SDG, Akwesasne and Cornwall. VC has now grown to over 270 people from diverse backgrounds committed to creating more vibrant communities. The group is to assess the risks and find the main issues facing our communities. They will then take action collectively and address those major societal issues with a strong focus on prevention. Their 4 pillars determined by the community are Mental Health, Health Services, Poverty and Community Safety.

Employability Network:

The Employability Network (EN) consists of members from several community agencies and institutions representing a cross-section of social, economic, educational and training sectors in the SD&G area. The EN's goal is to focus on bridging the gap to obtaining gainful and sustainable employment for the unemployed or working poor individuals and families in the community and surrounding areas. The Employability Network has also been working on Employer Education and has hosted several Employer Breakfasts focused on the local untapped workforce.

Since 2011, the Eastern Ontario Training Board (EOTB) has issued an annual report on the region's strategic activities promoting workforce development. Each year, community partners identify actions they will be undertaking to address five priorities focused on building a workforce that supports secure employment and economic growth. The release of Statistics Canada Census 2016 data provides the opportunity to assess our progress to date. Below is information from the *"EOTB Labour Market Report 2018-2020"*

LABOUR MARKET STATS

The included labour market supply and demand summary highlights statistical data from the 2016 Census, Canadian Taxfiler data (2016) and Statistics Canada Business Counts data released in June 2017.

Labour Market Supply and Demand Highlights^{vi}

- Labour force participation in SDG fell below 60%. In Ontario, 64.7%.
- In SDG, more than 46% of the population age 25 to 64 do not have post-secondary education. Fewer than 15% do not have a secondary school diploma.
- Throughout the region, a greater percentage of the population age 25 to 64 has a College diploma or Trades Certificate as compared to Ontario. Fewer than 20% has a university credential compared to 34.3% in Ontario.
- During the period from June 2016 and June 2017, the number of businesses operating in SDG grew by 128 with the greatest increase in the Financial, Insurance, Real Estate sector and Repair and Household Services.
- There is a greater proportion of businesses operating in the Agriculture, Construction and Warehousing and Storage sectors regionally as compared to Ontario. There is also a greater percentage of the population working in these sectors locally as compared to Ontario.
- Occupationally, there are a greater percentage of individuals working in the Trades, Transport and Equipment Operators group as well as Natural Resources; Agriculture and Related Production Occupations as compared to Ontario.
- Employers are becoming increasingly concerned with the availability of workers locally. The number of local employers ranking worker availability as either "Excellent" or "Good" has fallen from 66.7% of respondents in 2015 to 34.8% in 2017.

Prevention is recognized as the key focus area for the overall well-being and safety of our community.

Community safety and wellness is everyone's responsibility.

Community Safety:

Police enforcement and crime suppression are vital components to restore community safety. We need a coordinated effort from many partners to ensure a safe, healthy and vibrant community.

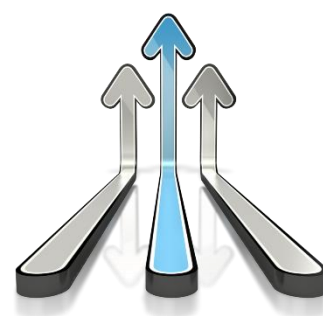
It will take more than policy and policing to promote safety and reduce crime over time. It must include a collaborative approach to education, prevention, and intervention. Successful prevention strategies complemented with enforcement measures toward this safety goal. Our communities working together to identify and meet our needs in each of these identified focus areas is how we hope to reach our vision of community safety.

Police-reported crime in Canada, as measured by the Crime Severity Index (CSI), increased for the fourth consecutive year in 2018. The CSI increased 2% from 73.6 in 2017 to 75.0 in 2018, but the index was 17% lower in 2018 than a decade earlier in 2008.

Locally we are seeing similar increases in crime rates.

Ontario Total Criminal Code violations (excluding traffic)

Statistics	2014	2015	2016	2017	2018
Actual incidents	483,294	489,753	508,169	542,245	589,074
% change in rate	-3.72	+0.67	+2.50	+5.22	+6.73



Ontario's
Mobilization &
Engagement Model
for Community
Policing emphasizes
having all
community
members and
human services
agencies to
contribute through
social development
to keep
neighbourhoods
safe, secure, and
healthy.

Excellent work in regards to community safety is already underway in our region with its unique geographical challenges. We need to maximize these efficiencies and the impact of that work.

Many have proposed a Hub or network as a way to efficiently bring together a group of agencies including police, social workers, educators, public health workers and others to tackle crime before it occurs.

Funding to meet increasing community safety needs is limited, and like many communities, are being called upon to be creative and resourceful in our approach to meet community safety challenges.



COMMUNITY SAFETY

THEMES & STRATEGIES:

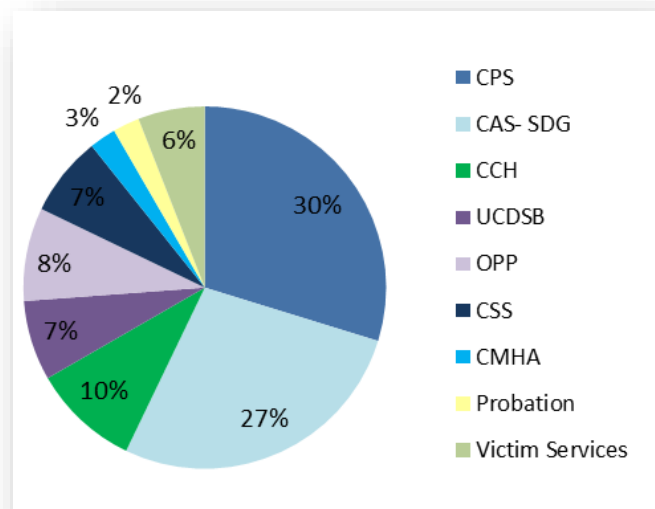
1. Expand prevention and early intervention programs that address crime, abuse, drug use and other community safety issues especially for at-risk youth.
Create and implement crime and abuse prevention program for those at risk of offending.
Promote health and wellness activities.
Revive the neighbourhood watch programs.
Run a safety education campaign for social media.
2. Examine property standards to address abandoned properties and poor housing conditions.
Work with municipalities to focus on increasing the stock of safe and adequate housing.
3. Provide opportunities to connect and gather, break the feeling of isolation, and feel safe in your neighbourhood.
Create a community with a culture of volunteerism and giving back.
Create more programs for seniors living in isolation such as home visits and check-ins, a call-a-day, aging in place, and supportive home care programs.
Encourage and create group activities, outdoor gathering and block parties that give people the opportunity to share a meal and socialize.
Plan free or affordable outdoor activities for youth, families and adults like recreation programs, summer camps etc.
Work with municipalities to create and enhance public infrastructure and green space that supports a healthy community that is friendly for all including youth and seniors.
Work with municipalities to create/enhance bicycle friendly and walkable communities for all ages and abilities.
4. Enhance awareness and promote existing service within the Police, Fire, Paramedic services.
Create a central community telephone line, app and/or website that can provide information and navigation on all services offered in the region.
Organize community events to engage residents and youth to meet our emergency teams and build trust for public safety agencies.
Provide better awareness of the many existing local resources to ensure residents are accessing the services they need.
5. Initiate a Community Emergency Resource Fund to support families in financial crisis.
Create a community fund that would be distributed by our emergency services when a family or an individual is in crisis. (Fire, theft, etc).
6. Build community pride and foster personal responsibility.
Create positive communication strategy about our communities that foster pride and personal responsibility.

	Find community Champions to lead positivity campaigns that spotlight programs and people in our community.
7.	Encourage more public input into the new development or re-development of infrastructure. (Parks, buildings, bicycle paths, pedestrian-friendly space, etc.)
	Ensure municipalities are engaging in public input for all levels of development be it to build infrastructure or green space.
	Work with municipalities to create/enhance bicycle friendly and walkable communities for all ages and abilities.
8.	Offer education and awareness of online risks.
	Create educational material on cyber-crime.
	Educate parents and guardians on the reality and the risks of social media.
9.	Prevent the duplication of service and coordinate better care for our community.
	Continue to collect good and usable statistics and data for our region.
	Create a community hub: Engage multiple community agencies to create a one-stop shop with a diverse offering of services.
	Limit duplication of services and support more community partnerships with a cohesive communication strategy that encourages better links between programs and services.
	Provide system navigation services that includes better triage and referral that will ensure individuals are accessing the right services.
	Support firefighters home visit assessments to identify households in need.

Community Safety Assets/Action Tables

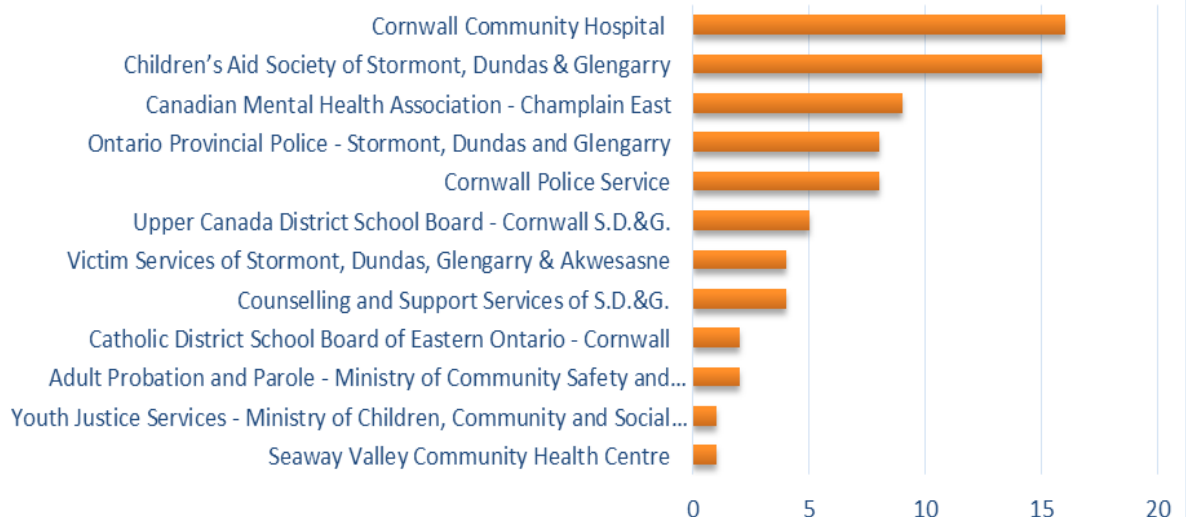
The CSDG (Cornwall, Stormont, Dundas and Glengarry) Situation Table:

Launched in May 2017 is composed of 33 frontline, acute care and social service agencies that meet weekly and work collaboratively to provide wrap-around support for individuals/families who meet a defined threshold of “acutely elevated risk”. The CSDG Situation Table works to mitigate the risks rather than wait for a harmful incident that would require an emergency response, all while protecting the privacy of the people being assisted. Most “situations” concern a single individual, a family, or a group of people affected by multiple risk factors, including mental health issues, domestic conflict, addictions and homelessness.

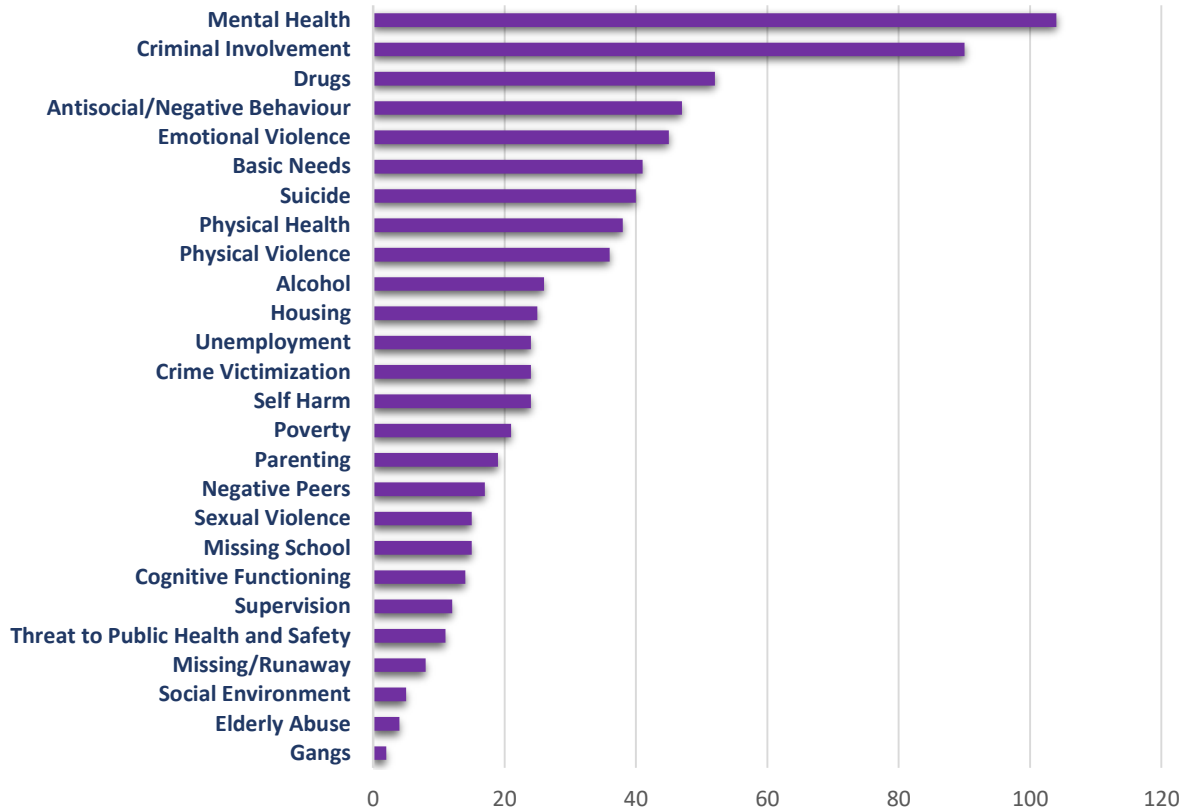


While the originating agency is responsible for planning the referral and bringing the situation(s) to the table, it is the responsibility of one of the participating agencies to act as a lead.

The lead agency will ensure the intervention/plan is being met and followed, communicate with the other agencies involved in the intervention, and report back to the Situation Table at the following meeting.



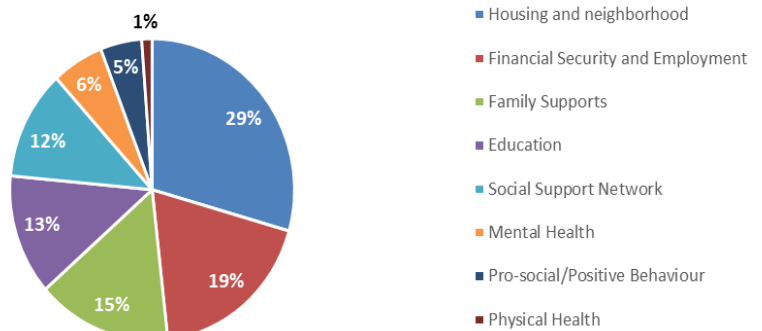
Top 3 Risk Categories May 2017-Sept 2018



PROTECTIVE FACTORS:



Protective factors are defined as positive characteristics or conditions that can moderate the negative effects of risk factors and foster healthier individuals, families and communities, thereby increasing personal and/or community safety and well-being. The following protective factor groupings have been identified in situations. As indicated below, housing and neighborhood is a protective factor that is most frequently seen in cases brought forward to the table.



CANAA's mission is to take action against abuse by networking and proactive community engagement. Their values are: Respect, Trust, Honesty, Integrity, and Diversity.

Community Action Network Against Abuse (CANAA):

The Community Action Network Against Abuse is a network of service providers and people from the communities of Stormont, Dundas, Glengarry and Akwesasne who work together to end abuse. They meet regularly to discuss and plan community initiatives against abuse. Their vision is of a community taking action against abuse.

VSMART (Vulnerable Sector Mobile Acute Response Team)

The Cornwall Police Service is working in partnership with the Cornwall Community Hospital Mental Health Crisis Team to provide specialized rapid response to individuals in distress during crisis situations. The goal is to increase effectiveness, provide early intervention, to reduce admission/incarceration whenever possible and to facilitate the most optimal outcome of the situation.

Next Steps: Implementation:

STEP 4

Social Development Council
of Cornwall & area
"building stronger communities"



Conseil de développement social
de Cornwall et de la région
"renforcer les communautés"

The Social Development Council of Cornwall and Area has agreed to take the lead on developing an implementation plan in partnership with the Vibrant Communities working group members from each of the four pillars – Mental Health, Health Services, Poverty and Community Safety. Their next steps will be to:

- Develop an executive summary for translation.
- Research funding sources to support implementation strategies for operational support and resources.
- Working group members will review, refine or reaffirm the outcomes, strategies and measures within the Plan while keeping a focus on Social Development, Prevention, Risk Intervention and Incident Response.

Appendix A – Advisory Committee Terms of Reference

BACKGROUND:

On January 1, 2019, the Government of Ontario mandated municipalities to prepare and adopt a Community Safety and Well-Being plan (CSWB) by December 31, 2020.

As part of these legislative changes, municipalities are required to work in partnership with police services, health/mental health, education, community/social services and children/youth services as they undertake the planning process.

GOAL:

To achieve the ideal state of a sustainable community where everyone is safe, has a sense of belonging, access to services and where individuals and families are able to meet their needs for education, health care, food, housing, income and social and cultural expression.

RESPONSIBILITIES OF THE ADVISORY COMMITTEE:

The main role of the advisory committee is to bring various sectors' perspectives together to provide strategic advice and direction to the municipality on the development and implementation of their CSWB plan.

Multi-sectoral collaboration is a key factor to successful CSWB planning, as it ensures an integrated approach to identifying and addressing local priorities. An ideal committee member should have enough knowledge about their respective sector to identify where potential gaps or duplication in services exist and where linkages could occur with other sectors. The committee member(s) should have knowledge and understanding of the other agencies and organizations within their sector, and be able to leverage their expertise if required.

MEMBERSHIP:

Member agencies/organizations and community members recruited to the advisory committee should be reflective of the diverse make-up of the community and should have:

- Knowledge/information about the risks and vulnerable populations in the community;
- Lived experience with risk factors or part of a vulnerable group in the community;
- Understanding of protective factors needed to address those risks;
- Experience developing effective partnerships in the community;
- Experience with ensuring equity, inclusion and accessibility in their initiatives; and
- A proven track record advocating for the interests of vulnerable populations.

Individual members will ideally have the authority to make decisions on behalf of their respective agencies/organizations regarding resources and priorities, or will be empowered to do so for the purposes of developing the plan.

Advisory committees should, at a minimum, consist of the following representation:

- An employee of the municipality or First Nations community;
- A person who represents the education sector;
- A person who represents the health/mental health sector;
- A person who represents the community/social services sector;
- A person who represents the children/youth services sector;
- A person who represents an entity that provides custodial services to children/youth;
- A person who represents the police service board or a Police Chief or Detachment Commander.

As this is the minimum requirement, municipalities have the discretion to include additional representatives from key agencies/organizations on the advisory committee if needed. The term of appointment is not fixed, it is based on the date that Cornwall Council approves the developed Community Safety and Well-Being Plan. The Chair will be selected from the members of the Advisory Committee.

RESPONSIBILITIES OF THE CHAIR – VICE CHAIR:

- Sets the agenda with the Project Coordinator for each meeting.
- Clarifies and summarizes what is happening throughout each meeting.
- Keeps the meeting moving by putting time limits on agenda items and tries to keep all meetings to two hours.
- Encourages broad participation from members in discussion by calling on different people.
- Ends each meeting with a summary of decisions and assignments.
- Follows up with consistently absent members to determine if they wish to discontinue membership.

- Finds replacements for members who discontinue participation.

Should the Chair be unable to attend a meeting, the Vice Chair will serve as Committee Chair.

RESPONSIBILITIES OF ADVISORY COMMITTEE MEMBERS:

- Understands the goals, objectives and desired outcomes of the project.
- Understands and represents the interests of their respective departments, organizations or reference groups.
- Acts on opportunities to communicate positively about the project.
- Checks that the project is aligned with the Project Goal.
- Actively participates in meetings through attendance, discussion, and review of minutes, papers and other documents.
- Supports open discussion and debate, and encourages fellow Committee members to voice their insights.

RESPONSIBILITIES OF THE COORDINATOR:

- Recruiting the appropriate agencies/organizations and individuals to become members of an advisory committee. This should include multi-sectoral representation and people with knowledge and experience in responding to the needs of community members.
- Planning and coordinating advisory committee meetings.
- Participating on the advisory committee and ensuring the advisory committee decisions are acted upon.
- Creating the Project Identity and Communications Plan.
- Coordinating and hosting community engagement events to confirm draft priorities and to enhance collaboration and 'ownership' amongst stakeholders.
- Identifying risks based on statistical data and information collected through multiple sources including public interviews/focus groups.
- Preparing documents for the advisory committee (e.g., terms of reference, logic model(s), and the plan).
- Receiving and responding to requests for information about the plan.
- Ensuring the plan is made publicly available.
- Preparing and reviewing draft Community Safety and Well-Being Plan with stakeholders.
- Submitting the final CSWB Plan to the city of Cornwall Council for adoption, distribution and implementation.
- Performing related administrative tasks such as report preparation and other tasks as agreed upon.

QUORUM AND DECISION-MAKING – ADVISORY COMMITTEE & WORKING GROUP

Quorum:

A minimum number of **50%** of the Members is required for decision-making purposes.

Decision-making Process:

If a vote is requested then it requires support from the majority (50%+1) of members who attend the meeting.

Frequency of Meetings:

Meetings will be held bi-monthly on a regular schedule or as required by the call of the Chair.

Agenda, Minutes, and Decision Papers:

A package will be sent to members electronically via email three to five business days in advance of a meeting. This package will include the following:

- Agenda for upcoming meeting
- Minutes of previous meeting
- A progress report for the project
- Any other documents/information to be considered at the meeting

Appendix B – Advisory Committee Membership List

SECTOR	MEMBER
Municipal reps & First Nations community;	Syd Gardiner, Cornwall City Councillor (Chair) sgardiner55@cogeco.ca Tel: 343-370-6251
	Chief Abram Benedict, Grand Chief Mohawk Council of Akwesasne; abram.benedict@akwesasne.ca Chief Darryl Lazore alternate
	Carma Williams United Counties Representative - North Glengarry Township Deputy Mayor (Vice-Chair) carmawilliams@northglengarry.ca
Education sector:	Todd Lalonde Chair - Catholic District School Board of Eastern Ontario Todd.Lalonde@cdsbeo.on.ca
	Don Lewis, Upper Canada Dist. School Board Principal of Safe Schools 1-800-267-7131, ext. 1225 don.lewis@ucdsb.on.ca
	Yvan Pilon, Chef en sécurité, CSDCEO (alt. Sandra Barette) 613-443-7373 yvan.pilon@csdceo.org
Health/mental health sector:	Joanne Ledoux-Moshonas Canadian Mental Health Assoc. Executive Director 613-933-5845 ext 223 moshonasj@cmha-east.on.ca
	Christine Penney, VP Community Programs Cornwall Community Hospital (613) 938-4240 Christine.penney@cornwallhospital.ca
	Patti Gauley, Director of Health Promotion and Prevention Eastern Ontario Health Unit, (613) 933-1375 pgauley@eohu.ca
Community/social services sector & children/youth services sector:	Stacey Ferguson Municipal Manager, Social and Housing Services Tel: 613-933-6282 x 3208 sferguson@cornwall.ca
	Farhana Meghji, Director of Community Support & Clinical Services, Counselling and Support Services fmeghji@css-sdg.ca 613-932-4610 ext. 147
Custodial services to children/youth:	Rachel Daigneault Children's Aid Society SDG Telephone: 613-938-5200 Rachel.daigneault@cwcas.ca
	Dan O'Rourke, Executive Director, Laurencrest dan.orourke@laurencrest.ca 613-933-6362

Cornwall Police Services Board:	Ms. Martha Woods Eastern Ontario Training Board Work: 613-932-0210 Cell: 613-936-3790 Email: martha@eotb-cfeo.on.ca
Cornwall Police Service:	Danny Aikman M.O.M. Chief of Cornwall Police Service aikman.d@cornwallpolice.com office (613)933-5000 x 2421
	Shawna Spowart, Deputy Chief Cornwall Police Service Spowart.s@cornwallpolice.com office (613)933-5000 x 2753
Ontario Provincial Police:	Mike Mulhearn (alt. Charlene Davidson), OPP Detachment Commander SDG michael.mulhearn@opp.ca
Community	Juliette Labossiere, Executive Director, United Way SDG juliette@unitedwaysdg.com

Resource Members:

Community Safety and Well-Being Project	Carmen Cousineau, Project Coordinator Cousineau.c@cornwallpolice.com 613-330-7213
	Insp. David Michaud, Cornwall Police Service Michaud.d@cornwallpolice.com 613-933-5000 ext. 2740
Vibrant Communities	Carilyne Hébert, Executive Director Social Development Council of Cornwall and Area chebert@sdccornwall.ca 613-930-0211
	Karen Roundpoint, Public Health Nurse Eastern Ontario Health Unit, kroundpoint@eohu.ca 613-933-1375

Appendix C – Vibrant Community Roundtable Survey

The Vibrant Community Roundtable is a project that brings together various community members from all walks of life representing Akwesasne, Cornwall and the United Counties of Stormont, Dundas and Glengarry. Community members include government representatives, individuals from business, non-profit and interfaith sectors along with individual community members who have lived experience dealing with poverty or have faced adversity.

Our purpose is to engage in discussion regarding how to address complex societal issues like poverty and community livability. The ultimate goal is to form a group that will work together to build a healthier and more vibrant community for all.

We are asking for your help in developing our Common Agenda and determining our main focus. This survey is the next step in building a vibrant community. If you would like to join the Vibrant Community Roundtable please contact Carilyne Hebert at chebert@sdccornwall.ca / 613-703-7563 or Karen Roundpoint at kroundpoint@eohu.ca / 613-933-1375 ext. 249

What option below best represents your situation?

I am a business owner or work in the for-profit industry.
I work or volunteer in the non-profit sector.
I work in the health care sector.
I am a government representative.
I am an individual member of this community with lived experience. (I have faced challenges such as poverty, injustice, or abuse etc)
Other

What community do you live in?

Akwesasne
Cornwall
Stormont
Dundas
Glengarry
Other

What 3 issues from the list below are most important to you?

Abuse
Access to Food (Including Food literacy)
Access to Health Services

Access to Services (ex: Counselling, Legal Aid, Literacy, Etc)
Addictions
Community Safety (Policing)
Early Childhood Development
Education
Environment
Poverty - Financial Stability
Safe Housing
Support Networks
Transportation
Mental Health
Other

Reflecting on your community, what 2 areas should be the focus to build a more vibrant community?

Access to Physical Activity
Reducing Social Isolation
Focus on Environment/Green Space
Increase Arts & Culture
Development of Children and Youth
Jobs & Poverty Issues
Other

ⁱ Community Safety and Well-Being Planning Framework – A Shared Commitment in Ontario, Queen's Printer for Ontario 2019

ⁱⁱ Community Safety and Well-Being Planning Framework – A Shared Commitment in Ontario, Queen's Printer for Ontario 2019

ⁱⁱⁱ "Taking Stock" - Report on the quality of mental health and addictions services in Ontario Brien S, Grenier L, Kapral M.E., Kurdyak P, Vigod S. Taking Stock: A Report on the Quality of Mental Health and Addictions Services in Ontario. An HQO/ICES Report. Toronto, Health Quality Ontario and Institute for Clinical Evaluative Sciences; 2015.

^{iv} <https://www.fraserinstitute.org/article/canadas-doctor-shortage-will-only-worsen-in-the-coming-decade>, Nadeem Esmail, Senior Fellow, Fraser Institute

^v <https://ontario.cmha.ca/documents/poverty-and-mental-illness/> - Fast Facts

^{vi} Eastern Ontario Training Board – Local Labour Market Report 2018-2020 <https://eotb-cfeo.on.ca/projects/>

The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
Division: Clerk's Division
Report Number: 2019-243-Corporate Services
Prepared By: Manon Levesque, City Clerk
Meeting Date: December 9, 2019
Subject: Army, Navy and Air Force Veterans Tax Exemption Request

Purpose

To refer a request for a municipal tax exemption from Army, Navy and Air Force Veterans to Administration for a report.

Recommendation

That Council refer this request to Administration for a report.

Background / Discussion

Army, Navy and Air Force Veterans are requesting a municipal tax exemption.

Document Title:	Army, Navy and Air Force Veterans Tax Exemption Request - 2019-243-Corporate Services.docx
Attachments:	- Army, Navy and Air Force Veterans.pdf
Final Approval Date:	Dec 3, 2019

This report and all of its attachments were approved and signed as outlined below:

Maureen Adams - Dec 3, 2019 - 3:24 PM



c. CAO
J. Bailey
B. Melroy

**ARMY, NAVY AND AIR FORCE VETERANS
IN CANADA UNIT #342
14 MARLBOROUGH ST. NORTH
CORNWALL, ON. K6H 3Z7
613-938-5020**

November 18, 2019

Council Members,
City of Cornwall
360 Pitt Street,
Cornwall, Ontario K6J 3P9

It has come to our attention that other Veteran organizations in our city are municipal tax exempt.

If there is any truth to this, then it would be highly unfair and discriminatory if we have not been provided with the same treatment.

The Army, Navy & Air Force Veterans' of Canada was created by legislation in 1840 (see history attached). The Cornwall Unit #342 opened in 1960.

Unit #342 benefits the Community by providing free hall space for Celebrations of Life and Fundraisers of all types. More than twice a week the St. Lawrence Seniors Club provides a place for seniors to meet, play bingo and euchre. Without a well - maintained hall these seniors would lose out on important parts of their well-being - "socializing" and "exercise".

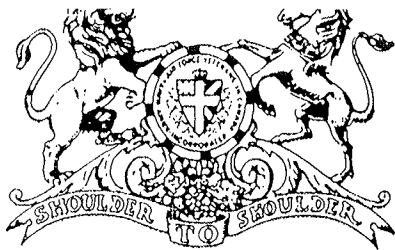
As a Non-For-Profit Organization, no one including Board Members are paid for their volunteer hours.

Because, we are a positive factor to this community, we ask that you exempt us from municipal taxes, which other Units in other places in Ontario benefit.

Thank you for your time, and we look forward to hearing from you.

Lucille Foubert - President

Army, Navy & Air Force Veterans of Canada Unit #342



History of Army Navy Air Force in Canada



The Army, Navy and Air Force Veterans in Canada hold the proud distinction of being the oldest veterans organization in this country. The Association's history is closely identified with the Canadian tradition.

Documentary evidence shows that the organization was in existence in 1840 under the title of Army and Navy Veterans, and it is reasonable to believe that units of the association were active before that date. Membership in the earliest units was recruited from the ranks of veterans of the War of 1812-14 and migrating veterans of the Navy and Wellington's Army. So it is possible to assume that some form of organization was in existence even as early as 1812. The first actual record of the Army and Navy Veterans in Canada indicates its existence in the city of Montreal in 1840 and that date is arbitrarily accepted as the time of its founding. In consequence, the Association celebrated its 100th birthday in 1940.

From 1812 to 1871 the Imperial Government kept a garrison in Canada for defence against the possibility of an American invasion. Many of these soldiers left the service to become settlers but retained affiliation with the Army and Navy veterans. Similarly, many young Canadians took commissions in the Imperial Army and served as a connecting link between the service of Canada and England.

Soldiers who served in various campaigns abroad, such as the India Mutiny in 1858, the Fenian raids of 1866 and 1870, the Red River Rebellion of 1869-70, and the North West Rebellion of 1885 produced not only pride in the military achievements of Canadians but a sense of comradeship born of dangers faced together. And from this comradeship grew always increasing membership in the oldest of all Canadian Veteran organizations.

During the South African War, Canada had in service nearly 9,000 men, probably half of whom served in South Africa, but most of whom comprised the bulk of membership of the Army and Navy veterans up to the time of World War I. In that grave crisis members of the organization were foremost in volunteering their services in recruiting activities. From the ranks of those who served in 1914-18 came strength of purpose and achievement and the greatest increase in numerical strength in the organization's history.

The activities of the Association in World War II are of recent memory. Added to the numbers of those who served in the Army and Navy and from the outbreak of hostilities to the eventual collapse of Germany and Japan, was the very large contingent which fought in the R.C.A.F. By Act of Parliament passed in 1946 the name of the association was changed to Army, Navy and Air Force Veterans in Canada.

The change in name, the vast increase in numbers, a wide range of action and a national influence and outlook have in no way changed the character of the aims of the Army, Navy and Air Force Veterans in Canada. That has always been, is and will always continue to be a deep concern for the welfare of all veterans and the furtherance of best interests of all Canadians.

OVER A CENTURY AGO OUR COMRADES
BEGAN SOMETHING THAT WE OUGHT TO BE PROUD OF
GIVE YOUR BEST TO BUILD A BIGGER AND BETTER ORGANIZATION
THE ARMY, NAVY AND AIRFORCE VETERANS ASSOCIATION IN CANADA

The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
Division: Clerk's Division
Report Number: 2019-236-Corporate Services
Prepared By: Debbie Caskenette, Deputy Clerk
Meeting Date: December 9, 2019
Subject: Proclamation – Children's Christmas Fund Week

Purpose

To proclaim the week of December 15 to 21, 2019, as "Children's Christmas Fund Week" in the City of Cornwall and to allow its flag to be flown at 340 Pitt Street for the duration of that period.

Recommendation

That Council proclaim the week of December 15 to 21, 2019, as "Children's Christmas Fund Week" in the City of Cornwall and allow its flag to be flown at 340 Pitt Street for the duration of that period.

Background / Discussion

The Board of Directors of the Children's Christmas Fund is requesting that Council declare the week of December 15 to 21, 2019, as "Children's Christmas Fund Week" in the City of Cornwall and that its flag be flown at 340 Pitt Street for the duration of that period.

Document Title:	Proclamation - Children's Christmas Fund Week - 2019-236-Corporate Services.docx
Attachments:	- Childrens Christmas Fund.pdf
Final Approval Date:	Nov 29, 2019

This report and all of its attachments were approved and signed as outlined below:

Manon L. Levesque - Nov 28, 2019 - 4:32 PM

Maureen Adams - Nov 29, 2019 - 8:57 AM



SERVICE CLUB COUNCIL
P.O. BOX 2002
CORNWALL, ON K6H 5V2
CONSEIL DES CLUBS SOCIAUX



Help us to Help Others • Aidez-nous à aider les autres

26 November 2019.

Her Worship
Ms. Bernadette Clement,
Mayor of the City of CORNWALL
P.O. Box 877
Cornwall, Ontario.

Dear Madam Mayor:

The Board of Directors of the **Children's Christmas Fund** request you and City Council declare the week of Sunday December 15th **Children's Christmas Fund Week**, and that our flag be raised for that that period.

It has been over ninety (90) years, since a Service Club of the Cornwall has helped the less fortunate of the City, at Christmas.

The Children's Christmas Fund is continuing to promote the "Spirit of Christmas" by helping to making Christmas Day, **for CHILDREN**, different from any other day.

Since then, it we estimated that the **Fund** and the **Citizens** of Cornwall have raised over \$1,100,000.00 and helped over 30,000 families.

The **Fund** with the help of The Salvation Army and Agape Centre are pleased to present **Community Christmas 2019**.

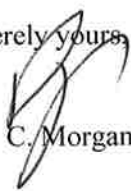
Last Christmas season we assisted 1,075 family units.

We are planning that **Community Christmas 2019** will help an anticipated 1,150 family units. We will be distribution food to these families on Friday December 20, from the Cornwall Civic Complex.

The Community Christmas 2019 Committee wishes you, Mayor Bernadette Clement, City Council and its staff a Very Merry Christmas.

Thank-you.

Sincerely yours,


Peter C. Morgan, Chairman.

Army, Navy & Air Force
Veterans in Canada
Unit 342 Inc.

Catholic Women's League

Cornwall Lions Club

Cornwall Optimist Club

Club Richelieu

Kinette Club of Cornwall

Kinsmen Club of Cornwall

Kiwanis Club of Cornwall

Knights of Columbus
Councils 755,
7229, 9929

Moose Lodge

Optimist Club of Lancaster

R.C.A.F. Assoc. - Wing 424

Rotary Club of Cornwall

Rotary Club of Cornwall
Sunrise - Inc.

Royal Canadian Legion
Branch 297

The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
Division: Clerk's Division
Report Number: 2019-241-Corporate Services
Prepared By: Debbie Caskenette, Deputy Clerk
Meeting Date: December 9, 2019
Subject: Proclamation – Alzheimer Awareness Month

Purpose

To proclaim January, 2020, as "Alzheimer Awareness Month" in the City of Cornwall.

Recommendation

That Council proclaim January, 2020, as "Alzheimer Awareness Month" in the City of Cornwall.

Background / Discussion

Société Alzheimer Society - Cornwall & District is requesting that Council proclaim January, 2020, as "Alzheimer Awareness Month" in the City of Cornwall.

Document Title:	Proclamation - Alzheimer Awareness Month - 2019-241-Corporate Services.docx
Attachments:	- Alzheimer Proclamation 2020.docx
Final Approval Date:	Nov 29, 2019

This report and all of its attachments were approved and signed as outlined below:

Manon L. Levesque - Nov 28, 2019 - 4:30 PM

Maureen Adams - Nov 29, 2019 - 8:56 AM

Société Alzheimer Society
CORNWALL ET RÉGION
CORNWALL & DISTRICT

ALZHEIMER SOCIETY

**PROCLAMATION OF JANUARY 2020 AS
ALZHEIMER'S AWARENESS MONTH**

WHEREAS people living with Alzheimer's disease and other forms of dementia are sharing their personal stories to help us better understand dementia and erase the negative stereotypes and misconceptions surrounding the disease.

WHEREAS by learning more about dementia, we can all do things to lessen the impact of Alzheimer's disease and other dementias; and

WHEREAS by becoming dementia friends, we can turn that understanding into simple actions that will make our community a safe and inclusive place for every person living with dementia.

NOW, THEREFORE, I,

_____ of _____

hereby proclaim the month of January, as Alzheimer's Awareness Month and encourage all members of our community to join me in reading these personal stories at **ilivewithdementia.ca** to create more awareness and understanding of Alzheimer's disease and other dementias and to show our willingness to be aware of the impact of dementia and to provide supports within our community.

Société Alzheimer Society

The Corporation of the City of Cornwall
Regular Meeting of Council
Resolution

Department: Council
Resolution Number: 2019-17
Report Number: 2019-05-Council Members
Meeting Date: December 9, 2019
Subject: Bill 132 Safe Drinking Water Act and Aggregate
Resources Act

Mover: Councillor Syd Gardiner

Seconder: Councillor Elaine MacDonald

Whereas the government has introduced Bill 132, Better for People, Smarter for Business Act, 2019, which aims to simplify and modernize regulations to lower the costs of doing business and make it easier to interact with the government; and

Whereas there are a total of 80 proposed changes, both legislative and regulatory, that will result in changes across 14 ministries if passed; and

Whereas, of importance is the opportunity to rectify a shortcoming relating to both the Safe Drinking Water Act and the Aggregate Resources Act; and

Whereas, while the proposed amendments to the Aggregate Resources Act raise the bar by requiring an application process where below water table extraction is proposed, this still leaves municipal council members vulnerable. The Safe Drinking Water Act identifies a duty of care for owners of drinking water sources; and

Whereas, without a concurrent amendment to the Safe Drinking Water Act, Council members will be responsible for decisions on applications that the province makes; and

Whereas Council Members need to be indemnified where contamination results from a provincial approval process; and

Whereas, if this Bill is not amended to assure municipal governments that there will be no below water table extraction without municipal agreement, or provide indemnification, municipal governments will have no alternative but to appeal applications to the Local Planning Appeal Tribunal (LPAT) to demonstrate due diligence at a minimum; and

Whereas this will greatly increase red tape and administrative burden for the LPAT and municipal governments, not to mention delay decisions for aggregate businesses which would risk new investment in the industry; and

Whereas a provincial approval for below water table extraction conflicts with Drinking Water Source Protection.

Now therefore be it resolved that the City of Cornwall lobby the provincial government to amend the Safe Drinking Water Act to indemnify municipal Council Members where drinking water sources are contaminated due to a provincial decision, such as an aggregate exaction permit.

Now therefore be it further resolved that this Resolution be forwarded to Stormont-Dundas-South Glengarry's MPP and MP, for their support.

Now therefore be it further resolved that this Resolution be forwarded to AMO requesting that it send it to all municipalities in Ontario for their support.

I, Manon L. Levesque, City Clerk for The Corporation of the City of Cornwall, do hereby certify that the above is a true copy of Resolution Number 2019-17 enacted by Council on Monday, December 9, 2019.

Manon L. Levesque
City Clerk

The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Planning, Development and Recreation
Division: Parks and Recreation
Report Number: 2019-233-Planning, Development and Recreation
Prepared By: James Fawthrop, Manager of Recreation and Facilities
Meeting Date: December 9, 2019
Subject: Request to Designate the Waterfront Trail as a Smoke-Free Zone

Purpose

To report to Council on the request to designate the Waterfront Trail as a smoke-free zone.

Recommendation

Whereas the Smoke-Free Ontario Act currently prohibits smoking and vaporizing on the grounds or within 20m of any Community Recreational Facility (area shown on the attached sketch), that Council receive this report and provide Administration with direction on the following additional specified items for inclusion/omission into a bylaw to regulate smoking and vaping:

1. Designate the entire length of the Waterfront Trail and all areas within 20m of the Trail, within the City's limits as smoke-free
2. Designate all of Lamoureux Park and Legion Park as smoke-free, with an exemption for RCAF Wing patio,
3. Designate all City parks as smoke-free.

It is estimated that the cost to supply and install the necessary signage along the Waterfront Trail within the City of Cornwall to be approximately \$20,000.

Background / Discussion

At the Council meeting of July 22nd, the Great River Network (formally known as the Upper St Lawrence Protection Network / USRPN) submitted a request to Council requesting that the Waterfront Trail, from the Power Dam to Boundary Road, be designated as a smoke-free zone and that no smoking signs be installed along the path. The group cites concerns regarding litter (cigarette butts) along the trail as the main reason for the request.

At the Council meeting of September 28th, Administration presented a report to Council in response to the request to designate the Waterfront Trail as a smoke-free zone. The report from Administration recommended that the Waterfront Trail not be designated as a smoke-free zone and that ash urns be installed at specific areas along the trail where discarded cigarette butts are problematic. The report also recommended that if Council decides to designate the Waterfront Trail as a smoke-free zone, that they also designate Lamoureux Park as a smoke-free zone in order to avoid public confusion regarding which trails/paths in Lamoureux Park are smoke-free and which trails/paths aren't. Council passed a motion to defer the matter until after members of the Great River Network have an opportunity to make a presentation to Council.

At the Council meeting of November 12th, Patricia O'Hare and Karen Cooper of the Great River Network, made a presentation to Council regarding the request to designate the Waterfront Trail as a smoke-free zone. Council received the presentation and made a motion to refer the matter to Administration for a report.

Administration has subsequently met with staff at the Eastern Ontario Health Unit (EOHU) to discuss recent changes made to the Smoke-Free Ontario Act, which came into effect in 2019, and to provide clarification regarding the limits of the smoke-free areas as specified by the Act. The EOHU confirmed that the recent changes to the Smoke-Free Ontario Act now restrict smoking within 20m of the grounds of community recreational facilities, where previously the restriction only designated areas within 9m of building entrances as smoke-free.

Administration and EOHU staff reviewed the property fabric of the City's community recreational facilities (ie. Benson Centre, Civic Complex, Aquatic Centre, Curling Club, etc) to determine the extents of the smoke-free designated

areas as stipulated by the Act. The property parcels that contain the Civic Complex, Aquatic Centre and Curling Club are irregularly shaped and include large portions of Lamoureux Park as well as the Legion Park baseball fields. Please find attached a map of Lamoureux Park where the properties that house the Civic Complex, Aquatic Centre, and Curling Club are identified. EOHU confirmed that based on the recent changes to the Act, the properties identified on the attached sketch are now designated as smoke-free because they share the same property as a community recreational facility.

Considering the irregular shapes of the properties that house the Civic Complex, Curling Club, and Aquatic Centre, staff are concerned that a smoke-free designation for these irregular properties, would cause public confusion as not all portions of Lamoureux Park are included. Therefore Administration recommends that all of Lamoureux Park, including Legion Park (baseball fields) also be designated as smoke-free zones, in addition to the entire Waterfront Trail and any areas within 20m of the Waterfront Trail within the City's limits. It is recommended that the RCAF Wing patio be exempted from any smoke-free designation, as the RCAF Wing building is subject to a lease between the RCAF and Federal Government, and should be considered a private establishment and not part of Lamoureux Park. The EOHU has confirmed that the RCAF Wing patio is currently not subject to any smoking restrictions under the Smoke-Free Ontario Act.

During the discussion between Council and members of the Great River Network, it was mentioned that the City of Brockville has a good bylaw to regulate smoking and vaporizing in public place. Please find attached a copy of the City of Brockville's bylaw. Section 4.1 of the bylaw lists the public places designated as smoke-free. Included in the list of designated spaces are all City parks. Council may consider designating all City of Cornwall parks as smoke-free. Currently, the Smoke-Free Ontario Act stipulates that no smoking shall occur within 20m of playground structures, sportsfields (including spectator areas), splashpads, outdoor pools, tennis courts, etc. Considering that the amenities listed are located within City Parks, and the specified 20m setback, it may be less confusing for the public to simply designate all City Parks as smoke-free, instead of trying to determine the extents of the areas within parks that are outside the 20m setback. Other local municipalities that have declared their municipal parks as smoke-free include Russell Township and The Nation Municipality.

Document Title:	Request to Designate the Waterfront Trail as a Smoke Free Zone - 2019-233-Planning, Development and Recreation.docx
Attachments:	<ul style="list-style-type: none"> - BrockvilleBylaw.pdf - SmokeFreeOntarioActAreas.pdf
Final Approval Date:	Dec 4, 2019

This report and all of its attachments were approved and signed as outlined below:

Mark A. Boileau - Dec 4, 2019 - 3:23 PM

Maureen Adams - Dec 4, 2019 - 3:29 PM

THE CORPORATION OF THE CITY OF BROCKVILLE
By-Law Number 053-2019

*A By-Law to Regulate Smoking and Vaporizing in Public
Places and Enclosed Workplaces in the City of Brockville,
and repeal By-Law Number 093-2003, as amended*

WHEREAS Section 115 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a municipality may pass By-Laws to prohibit or regulate the smoking of tobacco or cannabis in public places and workplaces within the municipality; and

WHEREAS Section 10 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a municipality may pass by-laws respecting the economic, social and environmental well-being of the municipality, the health, safety and well-being of persons, and the protection of persons and property; and

WHEREAS it has been determined that second-hand smoke and vapour are a health hazard or discomfort for many inhabitants of and visitors to the City of Brockville; and

WHEREAS Section 18 of the *Smoke-Free Ontario Act, 2017*, S.O. 2017, c. 26, as amended, provides that if there is a conflict between a provision of that Act and a provision of another Act, a regulation or a municipal By-Law that deals with a matter to which that Act applies, the provision that is more restrictive of the matter to which the Act applies prevails; and

WHEREAS Section 425 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a municipality may pass By-Laws providing that a person who contravenes a By-Law of the municipality passed under that Act is guilty of an offence; and

WHEREAS Section 429 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a municipality may establish a system of fines for offences under a By-Law of the municipality passed under that Act;

NOW THEREFORE the Council of the Corporation of the City of Brockville enacts as follows:

1. Definitions

- 1.1 "Cannabis" has the same meaning as in Subsection 2 (1) of the *Cannabis Act* (Canada);
- 1.2 "City" means The Corporation of the City of Brockville;
- 1.3 "Council" means the Council of the City;
- 1.4 "Designated Public Place" means a Public Place designated pursuant to Section 4.1 of this By-Law;
- 1.5 "Electronic Cigarette" or "E-Cigarette" means a Vaporizer or inhalant-type device, whether called an Electronic Cigarette or any other name, that contains a power source and heating element designed to heat a nicotine-based liquid substance or e-substance to produce a vapour intended to be inhaled by the user of the device directly through the mouth;
- 1.6 "Employee" includes a Person who:
 - 1.7 performs any work for or supplies any service to an employer;
 - 1.8 receives any instructions or training in the activity, business, work, trade, occupation or profession of the employer;
 - 1.9 receives remuneration for services provided; or
 - 1.10 is self-employed.
- 1.11 "Employer" includes any Person who is the owner, proprietor, manager, superintendent, or overseer of any activity, business, work, trade, occupation or profession, has control over the direction of, or is directly or indirectly responsible for the employment of a Person therein;
- 1.12 "Enclosed Public and/or Workplace" means an enclosed workplace as defined in the *Smoke- Free Ontario Act, 2017*, S.O. 2017 c. 26, Schedule 3;
- 1.13 "E-substance" means a substance that is manufactured or sold to be used in an Electronic Cigarette, whether or not the substance contains nicotine;

- 1.14 "Highway" means any provincial or municipal highway within the geographic limits of the City of Brockville, and includes the sidewalks and all other lands within the lateral boundaries of the highway;
- 1.15 "Inspector" means a person appointed by Council whether it be a police officer, a designated inspector under the Smoke-Free Ontario Act 2017, or a municipal law enforcement officer to enforce this By-Law;
- 1.16 "Local board" includes a health unit, a police services commission, a conservation authority, and a district school board;
- 1.17 "Municipal Building" means any building owned, leased or controlled by the City;
- 1.18 "Nicotine" means a toxic colourless substance found in tobacco that people can become addicted to.
- 1.19 "Outdoor Community Meeting Area" means the whole or part of any outdoor area owned, leased or controlled by the City to which the public has access by right or invitation, expressed or implied, whether by payment of money or not;
- 1.20 "Park" means any land, owned or leased or controlled by the City, designed or used for public recreation, including but not limited to: trails, gardens, playgrounds, Sports Fields, playing fields and beach areas;
- 1.21 "Parking Lot means an area of land controlled by the City which has been arranged, laid out or improved to provide for the parking of motor vehicles;
- 1.22 "Person" means a corporation as well as an individual;
- 1.23 "Proprietor or Other Person in Charge" means the Person who owns, occupies or operates a Designated Public Place or an Enclosed Workplace to which this By-Law applies, or the person who controls, governs, or directs the activities that are carried on in the place, and includes the person who is actually in charge at any particular time;

- 1.24 "Public Place" means the whole or part of any building, place or area to which members of the general public are invited or permitted access but does not include any area located on a Highway;
- 1.25 "Smoke" and "Smoking" include the carrying, holding or inhaling of lighted cannabis, a lighted cigar, cigarette, water-pipe, pipe, or any other lighted smoking equipment;
- 1.26 "Transfer Point" means that part of the Brockville Transit passenger transportation system including shelters used by, or intended for the use of, passengers boarding or exiting from a transit vehicle and which is not located on a Highway;
- 1.27 "Transit Shelter" means a fully enclosed or partially enclosed waiting area which is intended for use by passengers waiting to use the passenger transportation system and which is located at a Brockville Transit Transfer Point;
- 1.28 "Vaporizer" means an inhalant-type device that contains a power source and heating element designed to heat a substance and produce a vapour intended to be inhaled by the user of the device directly through the mouth, whether or not the vapour contains Nicotine, Cannabis or any other substance;
- 1.29 "Vaporizing," "Vape" and "Vaping" mean the act of heating and converting Cannabis, an E-substance or any other substance through a Vaporizer or an Electronic Cigarette, for the purpose of simulating the inhalation of smoke.

2. Interpretation

- 2.1 This By-Law applies to the Smoking and Vaporizing of Tobacco, Cannabis, E- Substance, shisha, whether or not it contains Tobacco, and other plant material or oils intended for inhalation in every designated Public Place and in every Enclosed Workplace within the geographic limits of the City of Brockville.

3. Administration

- 3.1 The City and Brockville and the Leeds, Grenville and Lanark District Health Unit are responsible for the administration and enforcement of this By-Law.

4. Regulations

Public Places

4.1 The following are Designated Public Places for the purposes of this By-Law:

- a. every place as set out in Section 12 (2) of the *Smoke-Free Ontario Act, 2017*, S.O. 2017 c. 26, Schedule 3;
- b. a Park;
- c. a Parking Lot
- d. an Outdoor Community Meeting Area;
- e. within nine (9) metres of any entrance or exit of a Municipal Building;
- f. within nine (9) metres of a Transit Shelter/Transfer Point
- g. within three (3) metres of any entrance or exit of an Enclosed Workplace or Enclosed Public Place;

4.2 No Person shall Smoke or Vape in any Designated Public Place, whether or not a "No Smoking" sign or a "No Vaping" sign is posted.

Enclosed Workplaces

4.3 For greater clarity, no Person shall Smoke or Vape in any Enclosed Workplace, whether or not a "No Smoking" sign or a "No Vaping" sign is posted.

Duties

4.4 Every Proprietor or Other Person in Charge of a Designated Public Place or an Enclosed Workplace in which Smoking or Vaporizing are prohibited shall ensure compliance with this By-Law.

5. Signs

- 5.1 Signs shall be posted and maintained in accordance with the *Smoke-Free Ontario Act, 2017*.
- 5.2 A "No Smoking" sign shall also mean the prohibition of cannabis and electronic cigarettes.
- 5.3 Every Proprietor or Other Person in Charge of an Enclosed Workplace or any Enclosed Public Place must ensure that signs, as prescribed by Section 5.1 of this By-Law, are posted and maintained in a sufficient number of conspicuous places so as to identify clearly that Smoking and Vaporizing are prohibited within three (3) metres of any entrance or exit, within nine (9) metres of any entrance or exit of a Municipal Building, and, where applicable, within nine (9) metres of a Transit Shelter/Transfer Point.
- 5.4 Notwithstanding Section 5.1 of this By-Law, the requirement for signs does not apply to the following Designated Public Places:
 - a. a Park; and
 - b. an Outdoor Community Meeting Area.

6. Enforcement

- 6.1 The provisions of this By-Law respecting the prohibition of Smoking and Vaporizing in Designated Public Places and in Enclosed Workplaces, the posting of signs, and the duties imposed on Proprietors or Other Persons in Charge of Designated Public Places and of Enclosed Workplaces will be enforced by police and by designated inspectors under the *Smoke-Free Ontario Act 2017* as well as appointed municipal by-law enforcement officers.
- 6.2 An Inspector may, at any time, enter any Designated Public Place or any Enclosed Workplace in which Smoking and Vaporizing are prohibited to determine whether this By-Law is being complied with and, for this purpose, may make such examinations, investigations and inquiries as are necessary.
- 6.3 No Person shall obstruct or hinder or attempt to obstruct or hinder an Inspector or other authorized employee or agent of the City in the exercise of a power or the performance of a duty under this

By-Law.

- 6.4 Where an Inspector has reasonable grounds to believe that an offence under this By-Law has been committed by a Person, the Inspector may require the name, address and proof of identity of that Person.
- 6.5 Failure to provide proof of identification satisfactory to an Inspector when requested to do so pursuant to Section 6.4 of this By-Law shall constitute obstruction of an Inspector under Section 6.3 of this By-Law.

7. Offence and Penalty Provisions

- 7.1 Every Person, other than a corporation, who contravenes any provision of this By-Law is guilty of an offence and on conviction is liable to a fine of not more than \$10,000 for a first offence and \$25,000 for any subsequent offence.
- 7.2 Every corporation that contravenes any provision of this By-Law and every officer or director of a corporation who knowingly concurs in such contravention is guilty of an offence and on conviction is liable to a fine of not more than \$50,000 for a first offence and \$100,000 for any subsequent offence.
- 7.3 If this By-Law is contravened and a conviction entered, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may, in addition to any other remedy and to any penalty that is imposed, make an order prohibiting the continuation or repetition of the offence by the person convicted.

8. Validity

- 8.1 If there is a conflict between a provision of any Act, regulation or By-Law and a provision of this By-Law, the provision that is the most restrictive of Smoking or Vaporizing of tobacco and/or Cannabis and the use of Electronic Cigarettes shall prevail.
- 8.2 If a court of competent jurisdiction declares any provision, or any part of a provision, of this By-Law to be invalid, or to be of no force and effect, it is the intention of Council in enacting this By-Law that each and every provision of this By-Law authorized by

law be applied and enforced in accordance with the terms to the extent possible according to law.

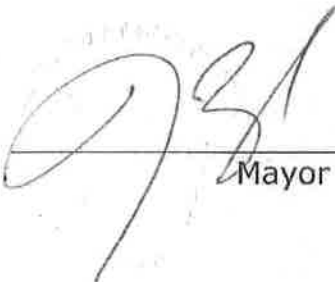
9. Short Title

9.1 This By-law may be referred to as the "Smoking By-law".

10. Repeal

10.1 By-law number 093-2003, as amended, of the Corporation of the City of Brockville entitled "A By-Law to Regulate Smoking in Public Places" is hereby repealed.

Given under the Seal of the Corporation of
the City of Brockville and passed
this 25th day of June, 2019



Mayor

City Clerk

PROVINCIAL OFFENCES ACT

Part I

IT IS ORDERED pursuant to the provisions of the *Provincial Offences Act* and the rules for the Ontario Court of Justice, that the amount set opposite each of the offences in the schedule of offences under the Provincial Statutes and Regulations thereunder and Municipal By-law No.053-2019 of the Corporation of the City of Brockville, attached hereto is the set fine for that offence. This Order is to take effect on August 28th, 2019.

Dated at Ottawa this 28th day of August 2019.

A handwritten signature in black ink, appearing to read 'Jean G. Legault', with a long horizontal flourish extending to the right.

.....
Jean G. Legault, Regional Senior Justice
Ontario Court of Justice
East Region

City of Brockville
Part 1 Provincial Offences Act
By-law 053-2019, To Regulate Smoking and Vaping

Item	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	COLUMN 3 Set Fine
1.	Smoke or Vape in any designated public place	Section 4.2	\$250.00
2.	Smoke or Vape in any enclosed workplace	Section 4.3	\$250.00

✓
✓

Approved


AUG 28 2019

Note: The general penalty provision for the offences listed above is section 7 of bylaw 053-2019, a certified copy of which has been filed.

Areas of Lamoureux Park and Legion Park Affected by Smoke-Free Ontario Act



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Planning, Development and Recreation
Division: Parks and Recreation
Report Number: 2019-234-Planning, Development and Recreation
Prepared By: James Fawthrop, Manager of Recreation and Facilities
Meeting Date: December 9, 2019
Subject: Rotary Circle Decorative Lighting

Purpose

To provide Council with information on how to improve the decorative lighting at the Rotary Circle.

Recommendation

That Council receive this report and direct Administration to proceed with items 1, 2, 3, 5, and 6, at an estimated cost of \$14,520.

Financial Implications

The estimated cost to implement the recommended lighting improvements is \$14,520. The estimated cost to implement all of the potential lighting improvements listed below is \$29,120.

Background / Discussion

At the Council meeting of November 25th, a motion was passed directing Administration to prepare a report for the December 9th Council meeting regarding potential improvements to the Rotary Circle decorative lighting.

Historically the Parks Dept. has erected decorative lighting from the large centre flag pole in the Rotary Circle. Staff used the flag pole's lift mechanism to raise

numerous strings of lights to the top of the flag pole, which created a Christmas tree like effect.

In 2018, when staff were attempting to raise the same decorative lights up the flag pole, the pulley at the top of the flag pole broke and the decorative lights fell to the ground, damaging most of the lights. A flag pole contractor was called to repair the damaged pulley. The contractor informed staff that the pulley was not capable of supporting the weight of the decorative lights and advised against continuing that practice.

Staff have reviewed various alternatives to improve the decorative light display at the Rotary Circle and have compiled the following list of potential decorative lighting improvements:

1. Install 12 pre-lit decorative deer/moose/snowmen around the Rotary Circle between the trees and flag poles. ($\$150/\text{per} \times 12 = \$1,800$),
2. Install 12 pre-lit 6' artificial Christmas trees around the Rotary Circle between the trees and flag poles ($\$300/\text{per} \times 12 = \$3,600$),
3. Wrap the centre flag pole with red and white lights (600' total). (24 boxes of lights $\times \$30/\text{box} = \720 , bucket truck to install and remove = $\$1,200$, total = $\$1,920$)
4. Install lights on the evergreen trees around the circle. (400 boxes of lights $\times \$30/\text{box} = \$12,000$, bucket truck for two days for install and removal = $\$3,200$, total = $\$15,200$)
5. Install additional lights on shrubs (200 boxes of lights $\times \$30/\text{box} = \$6,000$)

Document Title:	Rotary Circle Decorative Lighting - 2019-234-Planning, Development and Recreation.docx
Attachments:	
Final Approval Date:	Dec 4, 2019

This report and all of its attachments were approved and signed as outlined below:

Mark A. Boileau - Dec 4, 2019 - 3:31 PM

Maureen Adams - Dec 4, 2019 - 3:34 PM

The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Financial Services
Division: Finance
Report Number: 2019-219-Financial Services
Prepared By: Paul Scrimshaw, Accounting Manager and Deputy Treasurer
Meeting Date: December 9, 2019
Subject: **2019 Carry Forwards - Capital**

Purpose

To obtain Council approval to carry forward funds towards the completion of capital projects to the 2020 fiscal year.

Recommendation

That Council approve the carry forward of the capital projects listed on the following Schedule 1.

Financial Implications

Corporate Policy FI.acc 02-01 defines the process of closing of capital projects. A summary is as follows:

1. Each department prior to December 15th are required to review all capital projects to determine which, if any, should be carried forward to the next fiscal year.
2. General guidelines will provide for the closing of all projects to surplus unless the following conditions exist:

- a) the project is in process and will not be completed prior to the end of the current year;
 - b) construction projects subject to holdbacks;
 - c) project not yet started, but where tenders, RFP's or quotations have been issued;
 - d) projects not yet started but where Council has approved the carry forward to a future year.
3. Projects not meeting any of the above criteria will be closed to surplus. Should departments require these projects in a subsequent year, three methods for future capital expenditure approvals are as follows:
- a) if a project has not commenced prior to the last Council meeting of the year, a recommendation requesting carrying the project to a subsequent year must be approved by Council;
 - b) if the appropriate approval has not been received prior to year-end and the project is closed, the department can request for funding in a subsequent year come from reserves;
 - c) the required funding will be budgeted in a subsequent year.

Respective departments along with Financial Services have reviewed the status of capital projects and have agreed that a number of capital projects will be closed to their respective surpluses and reserves. Any capital projects that exceeded approved budgets will be financed through savings from underspent projects with the net being closed to operations.

Schedule 1 is a summary of projects to be carried forward into 2020 as provided in the above noted policy.

All projects meeting the provisions as identified in policy FI.acc 02-01 will be closed in 2019 and those meeting conditions for carry forward as identified in this same policy be carried forward to 2020.

Document Title:	Carry Forward of Capital - 2019-219-Financial Services.docx
Attachments:	- Capital Carry Forward Schedule.pdf
Final Approval Date:	Dec 3, 2019

This report and all of its attachments were approved and signed as outlined below:

No Signature found

Paul Scrimshaw - Dec 2, 2019 - 3:43 PM

Tracey Bailey - Dec 2, 2019 - 3:55 PM

Maureen Adams - Dec 3, 2019 - 3:23 PM

PROJECTS TO BE CARRIED FORWARD				
Project Name	Approved Budget/ Funding	Spent to Date/ Committed	Balance to Carry Forward	Comments
ROADWAYS AND STRUCTURES				
'18 N. Kaneb Dr Ext - Marleau to Tenth	2,400,000	113,826	2,286,174	design stage, tender scheduled for winter 2019
'19 Centertown - Water St / Montreal Rd	30,000	0	30,000	funding being built up for future intersections
'18 -'19 Lemay St Extension	1,040,000	660,066	379,934	partially funded by OMAFRA, RFP will be issued shortly
'18 Asphalt Resurfacing Various City Streets	3,000,000	2,101,482	898,518	partially funded by Gas Tax; construction underway
'19 Asphalt Resurfacing Various City Streets	3,000,000	2,392,978	607,022	partially funded by Gas Tax & OCIF; construction underway
'19 Bikepath Retaining Wall Structure Replacement	1,000,000	0	1,000,000	financing, design stage, to be tendered with 2020 asphalt resurfacing tender
'15-'18 Brookdale Ave /CN Overpass	4,898,000	4,842,661	55,339	Federal Gas Tax \$338k, \$3M Provincial grant, nearing completion
'18 Structure Improvements - Water St Retaining Wall	600,000	94,907	505,093	funded from the Road Infrastructure Reserve, issuing tender
'18 Culvert Replacement - McConnell to Raisin River	866,000	60,500	805,500	financing, design stage complete, construction starting in Spring 2020. Postponed due to MTO overpass replacement at Pitt St.
'19 Small Diameter Culvert Replacement	75,000	51,376	23,624	project underway
'18 Structure Improvements - Boundary/CN Overpass EA	300,000	0	300,000	partially funded by CN, Transport Canada
'19 Culvert Replacement - Fly Creek & Mack Dr	350,000	25,400	324,600	design stage
'19 Traffic Analysis - Brookdale Ave & Ninth St	75,000	0	75,000	funded from the Road Infrastructure Reserve
WASTE MANAGEMENT				
'16-'17 Landfill Expansion / Alternate ECA	130,000	61,493	68,507	developing RFP
'16-'19 Landfill Site Public Service Area	120,000	71,373	48,627	partially funded by WDO
'18 Diversion Facilities	50,000	0	50,000	assessing needs
'18 Flare replacement	1,290,000	153,016	1,136,984	financing, awaiting Ministry approval
'19 Landfill Site-Gas Collection	693,037	252,841	440,196	partially funded by Gas Tax; construction underway, multi year project
'19 Waste Management Diversion Review	170,480	9,443	161,037	developing RFP
WATER AND WASTEWATER				
Sewer Collection Program				
'17 Sewer Separation	335,000	85,014	249,986	project underway
'18 Sewer Separation	675,000	90,481	584,519	project underway
'19 Sewer Separation	470,000	0	470,000	tender to be issued
'19 Sewer Network Improvements	1,280,000	400,092	879,908	project underway
'18 Brookdale North Sanitary Sewer	7,000,000	881,451	6,118,549	design underway
'14-'15 Culvert Replacement	400,000	121,291	278,709	project underway
'14-'16 Infiltration/Inflow Reduction Project	500,000	309,444	190,556	project underway
Flood Reduction Initiative (financing)				
'16-'19 Fennel Crescent Pumping Station Upgrade	3,052,000	2,642,917	409,083	financing, tender awarded
'17-'19 Flood Reduction/Management	584,600	440,677	143,923	project underway
Wastewater Treatment				
'17 Wastewater Treatment System Upgrades	802,283	32,023	770,260	project underway
'18 Wastewater Treatment System Upgrades	890,000	839,547	50,453	partially funded by Wastewater Reserve, nearing completion
'19 Wastewater Treatment System Upgrades	660,000	0	660,000	partially funded by Wastewater Reserve, design stage
Water Distribution				
'18 Watermain Rehabilitation Improvements	1,700,000	1,603,511	96,489	project ongoing
'19 Watermain Rehabilitation Improvements	1,780,000	934,229	845,771	project ongoing
'18-'19 Critical Looping - New Watermain	900,000	209,895	690,105	funded from Water Works Reserve, multi year project
Water Treatment				
'17-'19 Water Meters/Backflow Prevention	466,800	17,138	449,662	multi-year project
'16-'17 Water Purification Plant Upgrades	911,650	905,628	6,022	project nearing completion
'18 Water Purification Plant Upgrades	287,682	220,826	66,856	project nearing completion
'19 Water Purification Plant Upgrades	1,947,043	1,175,936	771,107	partially funded from Water Works Reserve, design stage

Project Name	Approved Budget/ Funding	Spent to Date/ Committed	Balance to Carry Forward	Comments
Joint Infrastructure Projects				
'05-'18 Asset Management	2,281,792	2,234,675	47,117	multi-year project
'18-'19 York St. (Fifth to Seventh)	1,500,000	1,228,589	271,411	multi-year project
TRANSIT SERVICES				
'19 Transit Vehicle Hoist	50,000	0	50,000	financing, tender issued
'19 Purchase of 2 Conventional Buses	1,160,000	0	1,160,000	ICIP funding, Provincial funding approved, awaiting Federal approval
'19 Purchase of 1 Handi Transit Bus	200,000	0	200,000	ICIP funding, Provincial funding approved, awaiting Federal approval
'19 Transit Cube Van Replacement	80,000	57,490	57,490	financing, PO issued
'19 Passenger Counter / Web Applications	100,000	0	100,000	ICIP funding, Provincial funding approved, awaiting Federal approval
MW FACILITIES/EQUIPMENT				
'19 Municipal Works Fleet Renewal	1,812,940	1,795,747	17,193	tenders awarded
'19 EMS Headquarters Roof (rpt #2019-54-PU)	732,621	732,621	0	
'16-'19 Municipal Works Yard Redevelopment	7,385,000	1,941,842	5,443,158	multi-year project
'14-'17 Emerald Ash Borer Project	2,064,724	1,901,608	163,116	multi-year project
PARKS/PLAYGROUNDS				
'19 Outdoor Pool Filter System	55,000	0	55,000	developing specifications
'18 King George Park Washroom	50,000	13,271	36,729	multi-year project
'18-'19 Docks at RCAF and Guindon Park	160,000	0	160,000	design stage
'18 Way Finding Signage	46,600	8,955	37,645	work on-going
'19 Brian Tardiff Field Netting and Lighting	140,000	0	140,000	design stage
'19 Bicycle Path Repairs	50,000	46,395	3,605	tender awarded
'19 Gateway Signage and Landscaping	38,750	2,544	36,206	spring installation
RECREATION SERVICES				
'16-'18 Arc Flash Risk Analysis	409,000	309,204	99,796	project ongoing
'17 Justice Building Courtyard	395,000	336,432	58,568	partially funded from reserves, nearing completion
'17 Locomotive Stabilization Initiative	100,000	0	100,000	funded from reserves
'18 Justice Building HVAC	530,000	132,830	397,170	funded from reserves, multi-year project, continues in 2020
'18 Justice Building Interior Repairs	30,000	19,085	10,915	funded from reserves
'18 Renovations at Various Municipal Buildings	107,000	28,591	78,409	funded from reserves, work tendered
'18-'19 Renovations at Various Municipal Buildings	82,000	5,000	77,000	work on-going
'11 Decommissioning - Si Miller	0	629,641	0	funded from Working Reserves. Sale of land in 2015 \$280,000
'18 Complex Parking Lot, Ext Stairs & Walkway Improvements	125,000	0	125,000	funded from reserves, will be tendered in 2020
'18 Complex Main Concourse Renovations	75,000	23,713	51,287	funded from reserves, project on-going
'18-'19 Arts and Culture Centre	784,800	490,118	294,682	In 2018 the City purchased the building for \$485k. The 2019 budget includes \$300k for the design of the Arts and Culture facility, RFP has been issued.
'19 Aquatic Centre Ventilation and UV Disinfection	500,000	0	500,000	financing, RFP being prepared
'19 Complex LED Arena Lighting	250,000	0	250,000	financing, to be tendered by year-end
'19 Benson Centre LED Arena Lighting	300,000	0	300,000	financing, to be tendered by year-end
'19 Benson Centre Arena Duct Work	80,000	0	80,000	funded from reserves, reviewing system requirements
'19 Recreation Master Plan Update	60,000	0	60,000	partially funded from development charges, drafting RFP
'19 Complex Spectator Seat Replacement	55,000	0	55,000	funded from reserves, reviewing seating options, continues in 2020
FIRE SERVICES				
'19 Fire HQ and Training Ctr	2,900,000	40,971	2,859,029	multi year project, continues in 2020
EMERGENCY MEDICAL SERVICES				
'18 Defibrillators (PAD)	158,000	0	30,000	less units will be purchased, balance to reserves
'19 Toughbook Computers	58,000	0	58,000	funded from reserves, reviewing specifications
'19 PAD Vehicle Replacement	86,216	86,216	0	funded from reserves, tender awarded
POLICE SERVICES				
'19 Police Capital	158,200	80,998	77,202	project ongoing

Project Name	Approved Budget/ Funding	Spent to Date/ Committed	Balance to Carry Forward	Comments
GLEN-STOR-DUN LODGE (cost shared with Counties)				
'17-'19 Flooring Replacement	271,499	4,000	267,499	multi year project, continues in 2020
'16 Building Requirements	65,000	47,714	17,286	tenders awarded
'17-'18 Furniture Replacement	65,000	26,810	38,190	project nearing completion
'18-'19 Building Requirements	330,000	130,955	199,045	project ongoing
'19 Resident Equipment	20,000	14,377	5,623	project ongoing
'19 Building Requirements	85,362	12,362	73,000	project ongoing
'19 Building Requirements - Elevators	60,000	0	60,000	multi year project, continues in 2020
OTHER				
'16-'17 Upgrade Corporate phone system	1,030,000	27,767	230,600	awaiting final report
'17-'19 Accounting System Upgrade	863,788	728,081	135,707	two-year project
'18 Sharepoint and Corporate Email Replacement	428,000	13,890	414,110	project ongoing
'18 Desktop Virtualization	340,000	0	340,000	project ongoing
'19 CityView Software Upgrade	50,000	30,426	19,574	project ongoing
'19 Woodhouse Museum Repairs	50,000	1,210	48,790	design stage

The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Financial Services
Division: Finance
Report Number: [Report Number]
Prepared By: Paul Scrimshaw, Accounting Manager and Deputy Treasurer
Meeting Date: December 9, 2019
Subject: **2019 Carry Forwards - Operations**

Purpose

To obtain Council approval to carry over funds to the next fiscal year to continue with ongoing projects.

Recommendation

That Council approve the carry forward of 2019 operations to 2020.

Financial Implications

The projects to be carried forward will become an appropriation from reserves in the 2020 Budget.

Background / Discussion

Standard City practice has been to allow for the carry forward of certain operational items not completely spent during any given calendar year. (Similar to corporate policy FI.acc 02-01).

Respective departments along with Financial Services have reviewed the status of operations and have agreed that a number of 2019 budget approvals meet current practice for carry forward to the 2020 fiscal period. In some cases, these projects have been started and have not yet been completed. Any unspent funds will be allocated to working reserves and will be appropriated from reserves in 2020 to finance the remaining expenditures. Other projects may not have begun due to time constraints but have been identified as important to their respective departments and will be undertaken in 2020.

The attached is a summary of projects to be carried forward into 2020.

Document Title:	Carry Forward of Operations - 2019-220-Financial Services.docx
Attachments:	- 2019 Operating Carry Forward Schedule.pdf
Final Approval Date:	Dec 3, 2019

This report and all of its attachments were approved and signed as outlined below:

No Signature found

Paul Scrimshaw - Dec 3, 2019 - 1:10 PM

Tracey Bailey - Dec 3, 2019 - 5:43 PM

Maureen Adams - Dec 3, 2019 - 8:37 PM

2019 PROJECTS TO BE CARRIED FORWARD	
Project	Carry Forward
Clerk's Department: Council Chamber Camera Upgrade	\$10,000
GSDL Resource Materials	\$25,000
Infrastructure Planning Biannual Structure Inspections	\$30,000
Fire Services Bunker Gear	\$16,630
Planning Department Zoning Bylaw Review	\$240,000
Parks & Recreation:	
Recreation Booking Software Upgrade	\$39,000
Recreation Booking Software Upgrade (Hardware)	\$20,000
Benson Centre New Flooring Automotive Room	\$25,000
ITT Services:	
SharePoint Applications	\$31,000
IT Infrastructure (Servers)	\$60,000
Total Operating Carry Forwards	\$496,630

The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Financial Services
Division: Finance
Report Number: 2019-218-Financial Services
Prepared By: Paul Scrimshaw, Accounting Manager and Deputy Treasurer
Meeting Date: December 9, 2019
Subject: **Transfer Payments to City Partners**

Purpose

To seek Council's approval to continue monthly transfer payments for operating costs to City's Partners prior to the approval of the 2020 budget.

Recommendation

That Council authorize Administration to continue monthly transfer payments for operating costs to the identified City Partners listed below.

Background / Discussion

The City has financial obligations with its City Partners where mandatory funding obligations or Agreements/Memorandums of Understanding are in place. City Partners support local initiatives and provide programs and services to our community.

The monthly transfer payments assist our Partners with their operating costs until their 2020 funding requests have been formally approved by Council. The amounts indicated below represent the 2019 annual operating budget. Over the past several years, funding commitments have been paid out as monthly payments to our City Partners starting in January. With Council's approval, monthly transfers in the amount of 1/12th will be made until the 2020 budget is approved.

	<u>2019 Approved Operating Budget</u>
Cornwall Public Library	\$2,132,288
Eastern Ontario Health Unit	\$749,661
Raison River Conservation Authority	\$508,666
SDG Historical Society	\$70,000

Transfer of funds to the remaining City Partners and successful grant application recipients will occur once the 2020 budget has been approved by Council.

Document Title:	Transfer Payments to City Partners - 2019-218-Financial Services.docx
Attachments:	
Final Approval Date:	Dec 2, 2019

This report and all of its attachments were approved and signed as outlined below:

No Signature found

Paul Scrimshaw - Dec 2, 2019 - 7:51 AM

Tracey Bailey - Dec 2, 2019 - 9:20 AM

Maureen Adams - Dec 2, 2019 - 1:24 PM

The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Infrastructure and Municipal Works
Division: Environment
Report Number: 2019-236-Infrastructure and Municipal Works
Prepared By: Danielle Watson, Waste Management Supervisor
Meeting Date: December 9, 2019
Subject: Update on Blue Box Transition to Full Producer Responsibility

Purpose

The purpose of this report is to explain recent developments of the Provincial blue box program and to highlight the changes proposed by the Ministry of Environment, Conservation, and Parks (MECP), as well as material producers that may affect the City of Cornwall's current blue box program. Administration prepared this report in order to prepare Council for consultation sessions anticipated from the MECP, as well as the Association of Municipalities of Ontario (AMO) in 2020.

Recommendation

That Council receive this report for information.

Financial Implications

Currently the blue box program in Ontario is funded through a formula created by the Resource Productivity and Recovery Authority (RPRA), which determines how much producers of specific products are required to pay each municipality for the blue box program. The City of Cornwall currently receives 50% of costs associated with the collection and processing of blue box material in the form of a grant each year from the RPRA.

The financial implications of the transition of the blue box program to producer responsibility are not yet known. Three levels of producer responsibility are expected to be established in new diversion based regulations, which will dictate who is responsible for certain aspects of a products life. The first is *Extended Producer Responsibility (EPR)*, the second is *Full Producer Responsibility (FPR)*, and the third is *Individual Producer Responsibility (IPR)*. These levels are further defined in the glossary. The regulation(s) will determine the level of service producers will be required to provide and what, if any, costs may remain with municipalities. Administration will continue to monitor the developing regulations to determine any financial implications to the City of Cornwall.

Strategic Priority Implications

This report aligns with the Cornwall Strategic Plan 2019-2022 mission statement to being leaders in sustainability and climate change impact.

Background / Discussion

Ontario is in the midst of a fundamental transition of its waste diversion programs. The existing framework, which provides industry funding to reimburse a portion of municipalities' diversion related costs, will move to a FPR model where industry will be wholly responsible for the cost and operations of designated diversion programs.

This change in framework will affect the hazardous waste, electronic waste, scrap tires, and Blue Box recycling programs. These programs are currently in varying stages of transition and Administration is ensuring service levels continue to be maintained. To date, the tire-recycling program, offered at the City's Landfill site, has transitioned to FPR.

Recently, the MECP has announced transition plans for the Blue Box program in a news release dated August 15, 2019. While in-line with the transition of other diversion programs, the Blue Box program is a larger and more complex program that involves EPR, FPR, and IPR transitioning. The complexity is due to the variety of different stakeholders, levels of service, acceptable materials, and processing methodologies, existing across Ontario. Over the coming year, the MECP will develop and consult on regulation(s) to support the transition of the Blue Box program to appropriate producer responsibility.



Administration has attended a series of pre-consultation information sessions in 2019. Most recently, the City of Cornwall has been asked to be one of twenty-eight other Ontario municipalities in the Municipal Stakeholder Working Group.

The role of the Municipal Stakeholder Working Group is to represent municipal interests in the MECP's four key aspects for the new blue box regulation. The four aspects and their various components require consultation from municipalities, producers of the materials, and industries that are essential to the MECP's proposed circular economy. The MECP's goal is to post a policy paper for public comment in May 2020.

The four key elements and their potential impact on the City of Cornwall are as follows:

1. Definition and scope of the designated materials:

The City of Cornwall currently operates a single stream recycling program, meaning it co-collects paper and containers in one bin. Under the new regulation(s), producers are expected to have the autonomy to re-design and make changes to the blue box program to ensure they can meet their regulatory obligations. The MECP has clearly stated that the transition must not negatively impact recycling services, but the specifics of this goal will be determined by the regulation(s), as they are developed in the coming months.

The development of the producer responsibility model is based on the idea that the companies that design, create and market products and packaging are in the best position to reduce waste or increase recovered resources from their products. This would alleviate the complications that Municipalities have faced over the last two decades. Over time, the mix of printed-paper and packaging that goes into the blue box has evolved and the economics of recycling are more challenging than ever before. As a result, Ontario's recycling rates have stalled while costs continue to escalate. It is anticipated that due to these challenges recycling methods will change, as producers work to create a common system across the province.

2. Collection and accessibility requirements:

Under the existing Blue Box Program Plan, municipalities with a population over 5,000 are required to provide blue box services, with the new regulation(s) this is not anticipated to change. In Cornwall, recycling is collected once a week for residential, multi-residential, and industrial, commercial, and institutional (IC&I) properties. The City also has a recycling depot located at its landfill site.

The MECP has been clear that transitioning the blue box to producer responsibility must not negatively impact the recycling services the people of Ontario use every day. It is expected that the regulation(s) being developed will maintain curbside blue box collection as an essential part of the system, but also allow producers the flexibility to collect some packaging through other methods. Other means of collection, such as regional depots or return-to-retailer, could be possible for some materials in the future and could impact existing service levels. Administration will continue to monitor this particular aspect of the regulation(s) carefully and provide comment where appropriate.

As part of this transition process, Administration has been made aware that it is anticipated that most IC&I sources of recycling will not be part of the producer operated blue box system. If, after the regulation is developed, a blue box program is not offered for IC&I, Administration will make Council aware, and Council may decide if it would like to continue to offer a blue box program for these customers at the City's cost. Administration will continue to advocate the importance of a seamless transition to the new program, which includes collection of recyclable materials from all current curbside sources.

3. Management requirements:

Producers are the brand owners, first importers or franchisors of printed paper and packaging. In the current blue box program, producers are represented by a single umbrella organization called Stewardship Ontario, which is a Producer Responsibility Organization (PRO). After the Blue Box program transitions, producers will no longer be required to organize under a single organization and each producer will be responsible for meeting their own obligations under producer responsibility.

Under this framework producers may choose to organize under one or multiple PRO's depending on their products. For example, under the tire program there are five PROs that compete to represent tire producers in the province. Regardless of how the producers organize, they will continue to be responsible for delivering blue box services across Ontario in a way that meets the requirements of the new regulation(s). Under the regulation(s), it is expected that they will have the right to determine all aspects of the blue box program, such as who provides collection service, the containers that are used for collection, the frequency in which they are collected, the materials that are accepted, and where the materials are sent for processing.

With producers being able to manage a new program, Administration, as part of the working group, will consult with the MECP regarding capture rate for specific

materials, materials that should be included in the blue box, residual waste management, and methods of recycling processing. Administration shall also advocate that the MECP require producers to recognize and encourage waste reduction throughout their product creation process, an example of this would be increasing recycled content required in their new products.

4. Transition Approach:

The City of Cornwall currently has a blue box collection and processing contract with Environmental 360 Solutions until March 31st 2026. The timeline announced recently by the Province indicates that the regulation(s) will be developed between now and May 2020. Once the regulation is approved, producers and municipalities will have two years to prepare before responsibility of the program will transfer from municipalities to producers between January 1, 2023 and December 31, 2025.

Within this time period, the transfer of responsibility is expected to happen in phases, with approximately one-third of total blue box tonnage being transitioned each transition year (i.e., 2023 to 2025 inclusive). Municipalities are expected have the opportunity to identify their preferred transition year, although there are many other factors that will be considered. Municipalities could be selected based on clusters of geographic proximity, cost-effectiveness, operational logistics, or readiness for transition (e.g., expiry of contracts or ability to end contracts early).

Although the City's existing contract goes until March 31st 2026, Administration has incorporated early termination, extension, and contract assignment clauses in the existing contract to accommodate the potential transition timeline. The City of Cornwall's Material Recovery Facility is also in a strategic position, as it currently operates a single stream facility that processes 5,200 tonnes of recycling per year for itself and five other eastern Ontario municipalities, making it operationally advantageous for Producers to determine readiness for transition should Council choose to do so.

Based on current information, it is expected that producers will not be obligated to contract the City of Cornwall for collection or processing services. However, it is expected that the City may be approached by producers to continue to provide services under contract. Under this contract, instead of receiving 50% funding, the City would be paid a set fee to provide required services. Should Council choose to enter into a contract with producers, it is suggested that in 2020 Administration approach Council to begin examining a strategy to determine costs associated with the collection and processing of blue box materials and the

life cycle replacement costs associated with the material recycling facility. This strategy, once developed, would assist Council in determining if they would be interested in providing services to producers once the program transitions.

Next Steps

In the coming months, the regulation(s) that will determine many details of transition to a producer responsibility framework will be developed and consulted on. It will be important that the concerns of the City of Cornwall as well as other local municipalities are heard during this time. Currently, Administration recommends not communicating any anticipated changes to the blue box program to the public until new regulation(s) and timelines for transition are completed. However, all members of the public are permitted and encouraged to participate in the public consultation relating to the development of a new blue box regulation.

Along with Administration's comments, Council is encouraged to engage in this process and provide comments on aspects of the regulation(s), such as diversion targets, accessibility to the program, and service levels, to a seamless transition to the City's residents and to protect the City's landfill capacity. Administration will continue to provide updates to Council regarding the transition of the blue box program as they become available.

Appendix A: The Ontario Blue Box Program

Timeline

- 1981** The world's first curbside recycling program debuted in Kitchener, Ontario.
- 1992** Cornwall implemented its curbside recycling collection and processing program.
- 1994** Ontario Regulation 101/94 under the Environmental Protection Act set out requirements for municipalities with a population of at least 5,000 to establish and operate curbside Blue Box programs.
- 2002** The Waste Diversion Act (WDA) formalized financial support by requiring producers of printed paper and packaging managed by the Blue Box program to fund up to 50% of municipal net operating costs. **Waste Diversion Ontario (WDO)** was established as a non-crown corporation to develop, implement and operate waste diversion programs, including Blue Box. **Stewardship Ontario (SO)**, was created as an industry organization to represent producers and to develop the Blue Box Program Plan.
- 2003-17** Changes in packaging of consumer goods, including the use of less glass, lighter plastics and more difficult to recycle plastics, as well as a decrease in newspapers distributed, has impacted the Blue Box program. According to a report from the Special Advisor on Recycling and Plastic Waste, adjusting for inflation, the average cost of recycling a tonne of Blue Box materials increased by 50 percent from 2003 to 2017.
- 2016** The Waste-Free Ontario Act is passed and repeals the former WDA and enacted the Resource Recovery and Circular Economy Act (RRCEA) and the Waste Diversion Transition Act (WDTA). The RRCEA introduces a framework where producers are given full responsibility for the management of post-consumer waste from their packaging. Under this act, the WDO is replaced by a new organization, **Resource Productivity and Recovery Authority** (the Authority).
- The legislation also affects existing diversion programs for tires, electronics and hazardous waste, all of which are at varying degrees of transition and allows for the creation of new programs.

- 2017** The Minister of the Environment and Climate Change directed the Authority and SO to jointly develop a proposal for an amended Blue Box Program Plan (a-BBPP). A draft was developed and two phases of consultations were completed. A final proposal was never submitted to the ministry.
- 2019** In June, the Province appointed a Special Advisor on Recycling and Plastic Waste, David Lindsay, to provide advice on how to improve recycling through the Blue Box Program and better manage plastic pollution. Mr. Lindsay facilitated meetings between representatives of the municipal and producer sector to provide input. In July, the report was released, titled “Renewing the Blue Box: Final Report on the blue box mediation process”.
- In August, the Ministry announced that it provided SO direction to begin planning to transition Ontario’s Blue Box Program to full producer responsibility.
- In November, the City of Cornwall was asked by the Ministry of Environment Climate Change and Parks to be a part of the Municipal Working group, responsible for helping develop the new regulations for the Amended Blue Box Program Plan. The first set of working group discussions is set to occur December 17th 2019 in Toronto.
- 2020** The Province shall submit a policy paper for public comment based off of Working Group Discussion May 2020. A Draft Regulation is anticipated to be released by Fall 2020. Stewardship Ontario is to submit a plan to the Authority by June 30, 2020. It is expected that the Authority will approve the plan by December 31, 2020.
- 2021** Final Blue Box regulation(s) released in early 2021. Stewardship Ontario will implements their approved plan, and blue box program funding will continue for to municipalities until they transition to a full Producer Responsibility Framework.
- 2023-25** The first communities will be transitioned beginning January 1, 2023, with the entire province operating under the new framework by December 31, 2025.

Ministry of Environment, Conservation and Parks (MECP) is the ministry responsible for administering all the relevant legislation, including the Waste Diversion Transition Act, and the Resource Recovery and Circular Economy Act.

Producer Responsibility means producers are responsible for managing and paying for the life cycle of their products and packaging. Producer responsibility is based on the idea that the companies that design, create and market products and packaging are in the best position to reduce waste or increase resources that can be recovered from their products.

Extended Producer Responsibility (EPR) refers to expanding the portion of program costs that producers are required to fund.

Full Producer Responsibility (FPR) refers to producers being responsible for both funding and operating.

Individual Producer Responsibility (IPR) refers to producers having a choice in how they meet requirements. They can collect and recycling products and packaging themselves, or contract with producer responsibility organizations (PROs), to help them meet their requirements.

Resource Productivity and Recovery Authority (RPRA or the Authority) is a regulatory body that is playing a critical role in supporting the transition towards a circular economy and a waste-free Ontario. RPRA receives authority from the Waste Diversion Transition Act, 2016 (WDTA) to oversee the current waste diversion programs and their eventual wind up. RPRA also receives authority from the Resource Recovery and Circular Economy Act, 2016 (RRCEA) to enforce individual producer responsibility requirements for managing waste associated with products and packaging.

Stewardship Ontario (SO) is a Producer Responsibility Organization (PRO), funded and governed by the industries that are the brand owners, first importers or franchisors of the products and packaging materials managed under the Blue Box and Orange Drop program. SO collects fees from industry stewards, which help to pay for the costs of collecting, transporting, recycling and safely disposing of waste across the province. Stewardship Ontario operates under the authority in the Waste-Free Ontario Act, 2016 and is accountable to RPRA.

The Continuous Improvement Fund (CIF) is a partnership between the Association of Municipalities of Ontario (AMO), the City of Toronto, Stewardship Ontario (SO), and the Resource Productivity and Recovery Authority (RPRA). The CIF's mandate is to improve the effectiveness and



efficiency of Ontario's municipal Blue Box program, through the provision of funding, technical support and training to aid municipalities and program stakeholders in the identification and development of best practices and technological and market-based solutions.

Waste Diversion Ontario (WDO) was a non-crown corporation, established by the Waste Diversion Act in 2002, with a mandate to develop, implement and operate recyclable waste diversion programs by establishing industry funding organizations and overseeing the development and operation of waste diversion programs. It has now been replaced by the RPRA.

Document Title:	Update on Blue Box Transition - 2019-236-Infrastructure and Municipal Works.docx
Attachments:	<ul style="list-style-type: none"> - 20190815-Blue-Box-Direction-to-SO-signed.pdf - Renewing the Blue Box.pdf - 20190815-Blue-Box-Direction-to-RPRA-signed.pdf
Final Approval Date:	Dec 4, 2019

This report and all of its attachments were approved and signed as outlined below:

Danielle Watson - Dec 3, 2019 - 8:13 AM

Carl Goodwin - Dec 3, 2019 - 9:25 AM

Bill de Wit - Dec 3, 2019 - 11:28 AM

Tracey Bailey - Dec 4, 2019 - 9:14 AM

Maureen Adams - Dec 4, 2019 - 10:06 AM

Ministry of the Environment,
Conservation and Parks

Office of the Minister

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Ministère de l'Environnement,
de la Protection de la nature et des
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August 15, 2019

Mr. John Coyne
Chair
Stewardship Ontario
1 St Clair Ave. West, 7th Floor
Toronto, ON M4V 1K6

Dear Mr. Coyne:

The Blue Box program has been providing Ontarians with a convenient option for collecting and recycling printed paper and packaging for many years. In recent years, it has become apparent that the growing challenges in delivering and funding the program must be addressed. After hearing from many interested parties, I believe the time has come to modernize and improve Ontario's Blue Box services by transitioning from the existing program that provides industry funding to reimburse a portion of municipalities' costs to a full producer responsibility model where industry will be responsible for both funding and operations. The transition to producer responsibility will ensure Ontarians' experience and access to existing Blue Box services will not be negatively impacted and that there are province-wide services available, including for Northern, rural and Indigenous communities.

As a necessary complementary step to transitioning to a producer responsibility model, pursuant to Section 14 of the Waste Diversion Transition Act, 2016 (WDTA) I am directing Stewardship Ontario (SO), to develop a plan in respect of the funding program for blue box materials under the WDTA (the SO Program) and for SO itself. SO must submit the plan to the Resource Productivity and Recovery Authority (the Authority) for approval no later than June 30, 2020.

This direction will begin the process by which Ontario will implement a modern, producer-operated system that will provide consistent province-wide recovery of Blue Box materials under the Resource Recovery and Circular Economy Act, 2016, and ensure there is no disruption to Blue Box services.

The development of the plan must be conducted in accordance with this direction as well as the provisions of the WDTA and its regulations, including O. Reg. 357/17.

I am directing that the plan describe a mechanism for determining the steward fees necessary to provide for payments to municipalities and First Nation communities until the time they transfer responsibility for providing Blue Box services to producers. The plan will establish criteria for a three year period in which municipalities and First Nation communities will no longer be eligible to receive funding under the SO Program, starting on January 1, 2023 and ending on December 31, 2025, which is the date that SO Program will end and the new producer responsibility framework will be fully implemented.

It is in the public interest that the plan is consistent with the following principles:

Demonstrate transparent communications and meaningful consultation

- Parties affected by the transition should be consulted and have opportunities for meaningful engagement during the development and implementation of the plan.
- The public, Indigenous peoples and affected stakeholders, including stewards, municipalities and service providers (e.g. collectors, haulers, processors, recycled product manufacturers) will receive transparent and clear communications from SO on a regular basis during development and implementation of the plan.

Support competition and prevent conflict of interest

- The plan shall support competition in, and not adversely affect, Ontario's current and future marketplace for the collection and recovery of paper products and packaging. The plan shall not provide for unfair or preferential treatment of the public or any affected parties, or barrier to competition during or following the transition of the program.
- SO shall take all necessary steps to ensure there is no real, potential or apparent conflict of interest when developing and implementing the plan.
- SO's sharing of data and information to parties other than the Resource Productivity and Recovery Authority (the Authority) must be done through a fair, open and transparent process that does not result in preferential treatment of one person or group over another or release of any confidential information.

Demonstrate Fairness to Stewards and Protect Consumers

- The assets, liabilities, rights and obligations of SO related to the SO Program must be dealt with in a fair, open and transparent process in accordance with applicable law.
- All monies held in trust by SO related to the SO Program shall be treated appropriately in accordance with the WDTA and its regulations.

Maintain Program Performance

- There shall be no disruption in payments made by SO to a municipality or First Nation community under the SO Program until the time when that municipality or

First Nation community is no longer eligible to receive funding based on criteria established in the plan.

- Ontarians' access to and experience with the Blue Box program shall not be negatively impacted. It is my expectation that, while allowing for natural growth of Blue Box services to new residential development or redevelopment, municipalities and First Nation communities shall not reduce or expand existing levels of Blue Box services that are eligible for funding under the SO Program.

An addendum to this letter provides specific direction related to the details that SO must include in its plan for the SO Program and for SO.

The implementation of the plan shall begin on the date on which the Authority approves the plan. It is my expectation that the Authority will approve the plan no later than December 31, 2020.

It is expected that SO will engage and work cooperatively with the Authority in implementing any policy direction issued to the Authority pursuant to Section 29 of the *Resource Recovery and Circular Economy Act, 2016* (RRCEA). This includes ensuring that real, potential or apparent conflict of interest concerns have been addressed prior to and during the development of the plan.

If it is in the public interest to do so, I will provide further direction or clarification at a later date related to the matters set out in this direction.

Lastly, SO shall make publicly available on SO's website this direction letter, as well as the complementary policy direction letter issued to the Authority.

Sincerely,



Jeff Yurek
Minister

c: Mr. Serge Imbrogno, Deputy Minister, Ministry of the Environment, Conservation and Parks
Ms. Glenda Gies, Chair, Resource Productivity and Recovery Authority

Addendum to the Minister's Direction Letter for the Blue Box Waste Diversion Program and Stewardship Ontario

Stewardship Ontario (SO) is directed to develop a plan for the funding program for blue box materials (the SO Program) under the Waste Diversion Transition Act, 2016 (WDTA) and for SO itself that includes the following:

- A description of the designated wastes that are covered in the Blue Box program.
- A description of how the SO Program will be operated while the plan is being implemented, acknowledging the following:
 - The funding for municipalities and First Nation communities to participate in the SO Program shall end over a three-year period between January 1, 2023 and December 31, 2025.
 - SO's role in transferring payments to a municipality or First Nation community under the SO Program shall end on the date that obligated producers have assumed full responsibility for the collection and management of blue box materials from that municipality or First Nations community.
 - The plan shall recognize, and be responsive to, the fact that a future regulation under the *Resource Recovery and Circular Economy Act, 2016* will set the criteria and process by which municipalities and First Nation communities will transfer to full producer responsibility.
 - The calculation of the funds due to be paid to each municipality and First Nation community under the SO Program shall be proportional to the number of months in a calendar year in which the municipality or First Nation community remains under the SO Program.
 - The Continuous Improvement Fund shall receive no additional contributions and shall end as soon as practical prior to December 31, 2025.
- A proposed timeline according to which key aspects of the plan will be implemented.
- A description of and a proposal for dealing with the assets, liabilities, rights and obligations of SO in relation to the SO Program including:
 - All monies held in trust by SO related to the SO Program pursuant to Section 35 of the WDTA.
 - An approach that outlines how SO will deal with any information technology systems related to the SO Program to ensure fair and equitable access to all users, as an alternative to disposing of these assets for fair market value.
 - Any other assets of SO related to the SO Program, including, and without limitation, any intellectual property, physical assets or real property.

- Any liabilities incurred by SO during the development and implementation of the SO Program and anticipated to be incurred during the development and implementation of the plan.
 - A detailed account of anticipated costs arising from the plan, and a detailed account of how SO will finance these costs.
 - A detailed account of how SO proposes to equitably apportion its assets, liabilities, rights and obligations among stewards of Blue Box materials.
 - The plan shall set out a proposal to deal with any residual funds after the SO Program has ended and SO has finished its final financial reconciliations for the program and organization.
- A description of all data and information that is within SO's custody or control and that is related to the operation of the SO Program since the Minister's program request letter of September 23, 2002, and a proposal for transferring all data and information to the Resource Productivity and Recovery Authority (the Authority), including:
 - The process for transferring all the data and information to the Authority within any timeframes specified by the Authority.
 - The data and information that is to be transferred to the Authority, including, but not limited to:
 - A list of all registered stewards, including their business addresses and contact information; the nature of each steward's designation under the WDTA (e.g. whether designated because the steward is a brand holder, a first importer, or other person); the type and amount of Blue Box materials supplied by the steward into the Ontario marketplace; and,
 - Other additional data and information requested by the Authority.
 - Data and information related to the SO Program that is in SO's custody or control shall not be for sale.
- A proposal for identifying confidential or personal data and information and indicating how such data and information will be supplied in confidence when transferring it to the Authority, which will assist the Authority in determining its treatment of such data and information based on applicable law and policies.
- Demonstration and documentation that any party currently having access to SO data and information only retain data that is equivalent to the information that will be shared through a fair, open and transparent process
- The procedures that SO is putting in place to ensure there is no real, potential or apparent conflict of interest in respect of the plan's development, contents or implementation. Without limiting the scope of these procedures, the plan should address:
 - Any real, potential or apparent conflict of interest in respect to SO's relationship with the Canadian Stewardship Services Alliance (CSSA)

- Any necessary steps to ensure that the CSSA does not receive preferential treatment over other potential market participants in respect of Blue Box resource recovery markets that may be created under the RRCEA.
- A description of changes to the SO Program that are anticipated to be necessary to implement the plan.

I am further directing that the plan include the following:

- A detailed report of SO's communications with affected parties and the public during the development of the plan.
- A detailed proposal for a communications plan for all affected parties and the public during the implementation of the plan, if approved, including:
 - The process by which SO will provide information to the affected parties and the public on a regular basis.
 - A description of the key steps that will be taken related to the plan and show how affected parties and the public will be affected by the transition.
- A detailed report of how SO has met the consultation requirements of subsection 14(13) of the WDTA during the development of the plan, including:
 - A list of the stewards, municipalities, Indigenous peoples, service providers and other affected parties that were consulted during the development of the plan.
 - A summary of comments received by SO from affected parties.
 - A report of how the comments were considered by SO in the development of the plan.

Renewing the Blue Box: Final report on the blue box mediation process

The Special Advisor on Recycling and Plastic Waste report outlines recommendations for transitioning the management of Ontario's Blue Box Program to producers of plastic and other packaging. The report, written by advisor David Lindsay, includes results from consultations with municipal and industry stakeholders and offers ways to improve recycling and increase the number of products that

Letter of transmittal

Minister Yurek:

In a mandate letter I received from Minister Phillips on June 8, 2019 (Appendix A) I was asked to provide the government with advice and recommendations by July 20, 2019 on how to improve recycling through the Blue Box Program and better manage plastic pollution.

This report is a product of a series of meetings I had the honour to facilitate between representatives of the municipal sector and the producer sector over a period of six weeks during the months of June and July 2019.

This report is designed to assist you in developing a path forward. This public policy journey will require careful implementation over a reasonable timeline to ensure continuity of service for residents and effective and efficient delivery of sound economic and environmental outcomes.

I was not able to meet with all those who asked but did receive valuable input from a broad range of stakeholders. Some of that input is reflected in the body of this report but ministry staff have a complete record of the submissions received and I know they will draw upon that input as they work with you to develop the next steps in this process.

This is a very complex issue and I thank all those who participated in this process for helping to identify areas of consensus and areas which will require further work. I particularly want to thank the staff of the Resource Policy Recovery Branch who helped gather the background information, worked tirelessly to help prepare the meeting materials and put in the extra effort to deliver this report on time.

This report, and the six-week mediation process that preceded it, is only one small step in a complex process which will require the co-operation and input of literally hundreds of municipalities, Indigenous communities, producers, haulers and processors. But, based on the participation of those involved in this process, and others with whom I spoke, I believe there is a strong momentum and genuine will to succeed.

While engaged in these consultations I was also pleased to hear the commitment and interest of family, friends and work colleagues when they learned of my involvement in this project. Many people told me stories of going on trips to some states south of the border and being surprised that there is not an option to recycle waste. They spoke with pride about the Ontario blue box. I also heard from other Ontarians that the Europeans have strong targets for waste diversion that could be considered in Ontario. The culture of wanting to do good for the environment is strong in Ontario and this sense of pride and commitment to the Ontario Blue Box program by all citizens will be important for the ongoing success of our recycling efforts.

We have a unique opportunity to help rebuild the blue box. Citizens value the blue box program and want to do their part to reduce waste. Producers embrace responsibility for the packaging they produce. Municipalities are ready to transition blue box programs. People of goodwill are ready to take the next steps. I hope you find this report helpful.

Thank you for the opportunity to make a contribution.

David Lindsay
July 20, 2019

Executive summary

The people of Ontario are committed to doing their part to keep our communities clean and protect our environment and wildlife. They recognize that we create too much waste and don't recycle enough. They want products and packaging that result in less waste, and they want to do their part in diverting waste from landfill. They believe that every time they put something in the blue box, they are reducing litter and waste and improving the environment.

However, with the rapidly evolving mix of printed paper and packaging, the materials that go into the blue box have changed. The economics of blue box recycling are more challenging than ever before. As a result, Ontario's recycling rates have been stalled for 15 years and up to 30 percent of what is put into the blue box can sometimes be sent to landfill. Ontario's blue box system needs creative and sustainable solutions if it is to continue to have Ontarians' confidence and pride as a world-leading recycling system.

Making producers responsible for the waste generated from their products and packaging is a key commitment of this government's [Made-in-Ontario Environment Plan](#). Municipalities and producers agree that producers are best suited to find innovative and cost-effective ways to divert the printed paper and packaging they use.

New regulations are needed to move the blue box program to producer responsibility, however, some outstanding issues need to be addressed before the province can set the stage for an effective transition.

This mediation process was established to help the municipalities and producers see past prior disputes and re-focus on solutions for a successful transition to producer responsibility.

Seven key issues were identified for discussion by the parties:

- A measured timeframe for transition
- Ensuring a common collection system
- Transitioning municipal assets
- Standardizing what's in the blue box
- Determining eligible sources for blue box materials
- Setting effective diversion targets
- Promoting increased diversion from landfill

Parties were able to achieve consensus in many areas, and some topics will need more time than was available to reach agreement. Based on the consensus achieved, and on the conversations and perspectives shared by all participants in this mediation process, I am providing the province with recommendations that will help inform a planned, successful transition to producer-run recycling services for Ontarians.

Transitioning the blue box program will be a multi-stage process that will involve many opportunities for stakeholder and public input. This mediation process is only the first step to identify and develop a common understanding of key operational issues that need to be addressed to provide a clear path forward for transition. After this mediation process, the province will need to consider the advice given and chart a path for blue box transition that will include further public consultation.

A measured timeframe for transition

A clear and consistent timeline is needed to make it easier for all parties to effectively manage change.

Recommendations

- Transition should occur over a six-year period according to the following approximate timelines (i.e., from 2019 through 2025):
 - Before the end of 2019: Minister issues transition direction to Stewardship Ontario outlining the timeline for transition.
 - Over a one to one-and-a-half-year period (e.g., 2019-2020): Government consults on, and finalizes, regulations that specify how the blue box will move to producer responsibility.
 - Over a two-year period (e.g., 2021-2022): Producers prepare to assume responsibility for the blue box and engage all parties, including municipalities and service providers.
 - Over a three-year period (e.g., 2023-2025): Phased transfer of responsibility from municipalities to producers that transitions a similar amount of waste over each year.
- The province should provide transition direction and begin gathering the necessary information as early as possible to help all parties plan for the new producer responsibility framework.
- The province should issue a consultation document to provide additional information and clarification when consulting on the draft regulations.
- To provide the certainty needed to kick-start planning for transition, the timeline should provide early notification of the government's plan for producer responsibility, expedited development of producer responsibility regulations, and sufficient time for municipalities and producers to prepare.

Ensuring a common collection system

The province has been clear that transitioning the blue box to full producer responsibility must not negatively impact the recycling services that the people of Ontario use every day.

Recommendations

- Regulations should maintain blue box collection as an essential part of any collection system, but also allow producers the flexibility to collect some packaging through other methods.
- Taken together, the blue box and other methods will create a common collection system that will give producers access to the materials they need to recycle and will ensure that the people of Ontario have uninterrupted service across the province during the transition period.

- The regulation-making process will determine how this collection system is to be established. The complexity of doing so should not be underestimated, which is why I recommend that the first step must be to collect and analyse the information on the existing blue box and recycling system in Ontario. This information could include:
 - Programs and collection methods operated by municipalities.
 - Populations serviced by blue box programs.
 - Expiry of municipal collection contracts and lifespan of waste facilities.
 - Municipal readiness to transition.
 - Location of waste transfer, sorting and processing facilities.
 - The volumes and flows of collected printed paper and packaging.
- The province should consider retaining expert advice to analyse the collected information and provide a recommendation on how best to proceed with transitioning services. This information will inform regulation development and facilitate producer preparation.

Transitioning municipal assets

Municipalities have made significant investments in facilities and equipment to collect, sort, transfer and process blue box materials. As producers develop an efficient province-wide collection system, some municipal infrastructure may no longer be needed. The certainty on timing and the ability for municipalities to fairly bid in a competitive process on future services for producers was key to achieving consensus on how to deal with transitioning municipal assets.

Recommendations

- Parties agreed that if producers are given full responsibility and accountability, they must have control to decide which assets will be used in a future collection and management system. Producers should not be forced to use, or pay for, municipal assets they do not need.
- Parties agreed that municipalities must be able to bid fairly on future services for producers, and municipalities may decide whether, and how, their existing assets may be part of their bids.

Standardizing what's in the blue box

It should be easier for Ontarians to understand what's recyclable and what's not. A common collection system should have a standard list of materials.

Recommendations

- Regulations should make producers responsible for all printed paper and packaging they put into the market by setting clear goals for diversion from landfill, but they should provide flexibility for producers to identify the best way to achieve these goals.
- Regulations should establish a standard list of blue box materials that must be collected through blue boxes across Ontario, and also allow producers to use other methods to meet or supplement diversion requirements.
- Regulations should establish a transparent process that will allow producers to change which materials are collected in the blue box versus other methods.
- Producers should be encouraged to use other methods to divert materials that cannot be recycled by the blue box or that might contaminate collected materials.

Determining eligible sources for blue box materials

Ontarians generally associate blue boxes with curbside or depot collection, but in most communities the blue box program extends to multi-residential buildings, some businesses, and sometimes parks and other public spaces. Transition must consider whether and when it makes sense for producers to be responsible for blue box services beyond curbside or depot collection.

Recommendations

- Producers should provide blue box collection wherever it was provided by municipalities or Indigenous communities as of a specified date, and going forward they will provide blue box service for new residential developments.
- After completing transition, producers should gradually expand collection in multi-residential buildings, as well as parks and public spaces where municipalities provide waste collection.
- Blue box services should not be expanded to industrial, commercial and institutional establishments as these facilities already have their own waste servicing arrangements and existing contracts for diversion. In addition, recycling in these facilities is covered by a different regulatory framework at this time.
- It is important that Ontarians have similar opportunities to recycle whether they are at home, work or out in public. The province should review and modernize the regulatory framework for industrial, commercial and institutional facilities to improve overall diversion rates in Ontario and to better align the kinds of materials recycled in this sector with the materials that are recycled through the blue box.

Setting effective diversion targets

Regulated and enforceable targets are necessary to set a level playing-field and ensure that the blue box system strives to achieve meaningful environmental outcomes.

Recommendations

- A single, overall blue box target is neither workable nor effective. The province should consult to identify specific targets for different types of printed paper and packaging material.
- The categories should be specific enough that they can be used to identify materials that have low diversion rates, so that action can be taken to improve diversion.
- The province should set targets that will drive diversion and challenge the ingenuity of Ontario's industry to innovate and find new efficiencies and cost-savings.
- Targets should progressively increase over time to ensure that Ontario's recycling services continue to innovate and evolve.

Promoting increased diversion from landfill

What goes in the blue box should be reused or recycled – and not go to landfill. A producer-run blue box system must motivate producers to maximize reuse and recycling, while leaving room for innovative ways to divert emerging and problematic materials from landfill.

Recommendations

- Reduce, reuse, recycle should count as diversion. That is, processes that continue to make materials available as a resource for new products or packaging should be considered diversion.
- Incineration and energy-from-waste should not count as diversion.
- Don't lose sight of the first R – reduction. Where feasible, producer responsibility regulations should recognize and reward producers for reducing waste and improving their environmental performance.

Thinking bigger than the blue box

The transition of the blue box to producer responsibility is an opportunity for additional actions to increase waste diversion, reduce litter, and build a recycling economy in Ontario.

Recommendations

- Co-ordinated, province-wide promotion and education is critical to build upon our blue box culture, reduce litter, and make waste reduction a part of everyday life.
 - Ontario should take strong action to reduce plastic pollution and be a voice for decisive, focused, and co-ordinated action at both the national and international level. All parties must not lose sight of the fact that packaging is only one part of our plastics problem.
 - The province should ensure that all ministries work together to develop a collaborative plan for Ontario to become a leading jurisdiction for innovation and economic growth in the recycling industry.
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1. Introduction

The people of Ontario are concerned about waste.

Ontarians take great pride in their natural environment and are dismayed when they find litter and plastic waste polluting our parks and waterways.

Residents want to create less waste and see the waste they do create recycled into new products. But the goods they use every day often can't be reused, are confusing to recycle, or end up in the environment or a landfill. Ontarians want to take meaningful action to keep plastic and litter out of our environment, and they want those responsible for the products and packaging to take real steps to help them do this. They believe that recycling should be convenient, accessible, and understandable. I think they're right.

The people of Ontario are not alone. Global momentum is building as governments, businesses, and citizens look to reduce waste, increase diversion, and improve how we recycle.

Major multi-national corporations have adopted strong commitments to make their products more recyclable and make the use of plastics more sustainable. Governments around the world are looking at ways to drive permanent shifts in behavior that make recycling systems self-sustaining and our economies more competitive.

Producer responsibility is an essential tool for changing waste into a resource that can be reused and recycled into new and valuable products.

Making producers responsible for the waste generated from their products and packaging is a key commitment of this government's Made-in-Ontario Environment Plan.

When producers – the companies that design, create, and market products and packaging – are responsible for diverting the waste from their goods, they have incentives to redesign their products, make them easier to recycle, and use more recyclable materials. Producers can reintegrate these wastes into new products from reliable streams of recovered materials.

Ontario is home to the world's first curbside recycling systems. The blue box program began in Kitchener in 1981 and over the last 38 years the program has become a source of pride for Ontarians. Municipalities and Indigenous communities across Ontario deliver the blue box services, funding 50 percent of the program costs. Producers fund the other half.

All parties agree that it is time to transition the blue box to producer responsibility. This way, producers can build on our history of curbside recycling to make services more efficient, return materials back into the economy, and reach our common goals to reduce waste and increase recycling. Municipalities and Indigenous communities will continue to have access to recycling programs that help residents send less to landfill.

New regulations are needed to move the blue box program to producer responsibility, however, some outstanding issues need to be addressed before the province can set the stage for an effective transition.

I was retained by the province to act as an impartial mediator to foster discussion and help producers, municipalities and other stakeholders move closer to or reach agreement on key issues. I was also tasked with providing advice on how these issues may be best addressed to ensure our recycling system is more consistent, reliable and cost-effective for Ontarians. This report contains my findings and recommendations on both the blue box mediation and broader improvements to recycling in Ontario.

Over the course of these discussions it became clear that improving the blue box program is bigger than landing the next steps for the transition to producer responsibility. It is an economic opportunity for our province. All participants agreed that the waste generated here in Ontario has the makings of an important economic resource. When we do it right, the transition of the blue box program will support innovation, job growth, and a strong recycling economy in Ontario.

The people of our province want to do their part in finding solutions to some of our most pressing environmental concerns, including the issue of plastic litter and waste, and they believe that optimizing the blue box program is a part of the solution.

They believe that every time they put something in the blue box they are reducing litter and waste and improving the environment. I think these expectations are reasonable and commendable. Ontario's government, municipalities and industry are committed to doing more with waste and demonstrating leadership in recycling.

We must recognize the complexity of transitioning the blue box to producer responsibility.

Municipalities, producers and residents all want to make sure that this transition not only maintains continuous blue box service, but also sets up the system to create better recycling outcomes and divert more materials from landfill.

2. Where Ontario is now – background on the blue box

I was proud to learn that the blue box is an Ontario innovation. Throughout the mediation process, I was impressed at the ingenuity and commitment of municipalities and businesses in pioneering recycling in Ontario.

Ontario's municipalities set up the world's first curbside recycling systems, beginning in Kitchener in 1981. This sparked demand for curbside recycling across the province and other municipalities followed suit. In 1994, the province issued [Ontario Regulation 101/94](#) which requires municipalities with a population of at least 5,000 to operate blue box services.

Curbside collection in Ontario

Ontario Regulation 101/94 under the [Environmental Protection Act](#) sets out requirements for municipalities to establish and operate curbside blue box programs to collect five standard materials including newspapers, glass bottles/jars, steel cans, aluminium cans, plastic PET bottles as well as a minimum of two other materials e.g., boxboard, cardboard, fine paper, plastic film, rigid plastic). In 2017 the Blue Box Program recovered 61.3 percent of blue box materials.

Financial support was formalized through the *Waste Diversion Act, 2002*, which required producers of printed paper and packaging managed by the blue box to fund up to 50 percent of municipal net operating costs. This arrangement, operationalized by the Blue Box Program Plan, remains in effect to this day under the [Waste Diversion Transition Act, 2016](#). The producers' funding obligation for 2019 is \$126.4 million.

At the mediation table, I heard strong agreement that the time is right for the blue box to evolve. Participants agreed that recycling has changed since these systems began in the early 1980s. The blue box needs to be modernized to address today's demands and challenges, and to set the stage for this province to benefit from the resources in our waste.

Our diversion rates have stalled

The people of Ontario expect the blue box program to keep printed paper and packaging out of their communities and environment.

Ontario's blue box program used to be a world leader. But blue box diversion rates have stalled around 60 percent for more than a decade. That's a system-wide number averaged across all materials collected. For some hard-to-recycle materials, the diversion rate can be less than 10 percent of what was supplied into Ontario; for these materials, a lot of this packaging is ending up in our landfills or our environment.

Printed paper and packaging materials have evolved

Ontario Regulation 101/94 – the regulation that sets the minimum collection list – hasn't changed since 1994, but the materials we want to divert every day have evolved. For many items, glass or steel containers have been replaced by plastics. And as packaging has evolved, much of it has become harder to recycle by traditional methods.

From collection to contaminant: Materials that cause problems for blue box systems

Black Plastic: Many recycling systems cannot sort and remove black plastics.

Plastic Films: Films, wraps, and bags can disrupt recycling equipment and are costly to recycle.

Laminates: Packaging made up of multiple layers of different materials is difficult to recycle.

Polystyrene: Foam-based food packaging is often too lightweight and too soiled for cost-effective recycling.

The economics of recycling have changed

Selling collected materials was supposed to cover the costs of recycling. Changes in markets for collected materials, however, make this a challenge. Whereas newspaper was once the mainstay of blue boxes across the province, the digital revolution has vastly reduced the volumes and markets for newspaper in North America. Plastic films are expensive to recycle and revenues do not cover costs. Adjusting for inflation, the average cost of recycling a tonne of blue box materials increased by 50 percent from 2003 to 2017.

Today, materials are sent across the world for processing. This means that municipalities are affected by the ups and downs of economic events well beyond their borders.

Some countries are restricting the import of recyclables. China banned 24 materials from being imported for recycling, effective January 1, 2018. As China represents the largest end-market for the world's scrap materials, this ban has created cost pressures for blue box programs as municipalities have limited options for processing their collected materials. As part of the ban, China also announced a new 0.5 percent contamination rate standard for materials which it will accept. Contamination rate refers to the percentage of non-grade or resin-specific materials that are contained in the bale or container of materials.

When foreign jurisdictions restrict imports of collected materials or require higher-quality materials, as was recently done in China, municipalities can be left with materials they can't sell. One oily pizza box can make a bale of paper too contaminated to recycle. If Ontario is going to continue to run the blue box system, it needs to be cleaned up so that the materials it collects can go back into our economy.

Price Drop: Impact of import restrictions on prices for recyclables

Price Changes for Blue Box Materials 2017-2019	
Material	Price Change
Plastic film	-62%
Newspaper	-53%
Corrugated cardboard	-52%
Aluminum cans	-21%

The people of Ontario want to do more

Building confidence in recycling is about building a better blue box. Participants in the mediation recognized that the people of Ontario want to recycle as wide a range of printed paper and packaging as possible – not only the materials they grew up recycling but also the ones they generate today. But in some cases, up to 30 percent of what's collected in some blue boxes can be sent to landfill.

Citizens are confused as to why they can't use the blue box to recycle the same materials in different communities. Residents want to know that what goes in the blue box gets recycled. They want their recycling efforts to have environmental benefits and economic value. We need to clean up the blue box so that the people of Ontario can be confident that when they recycle they are diverting waste from landfill.

Consistency is key: Managing a take-out coffee cup in Ontario

Municipality	Paper Cup	Plastic Lid
Hamilton	Green bin	Garbage
Burlington	Green bin	Blue box
Mississauga	Garbage	Garbage
Toronto	Garbage	Blue box (black plastic not accepted)
Markham	Blue box	Garbage

Both municipalities and producers recognize the opportunity to create new markets for recyclables here in Ontario. By collecting higher quality materials – with less contamination – we can make recyclables more valuable. As collected materials become worth more, recyclers will invest in the infrastructure needed to recycle more right here in Ontario.

3. Where Ontario wants to go – producer responsibility

Producer responsibility

Making producers responsible for diverting waste is based on the idea that the companies that design, create, and market products and packaging are in the best position to divert these materials when they become waste. By diverting products and packaging, producers keep materials in the economy to be used in new products or processes – rather than landfill.

Ontario has the legislation needed to make producer responsibility a reality. Both municipalities and producers support the province's policy direction to transition the blue box to producer responsibility under the [*Resource Recovery and Circular Economy Act, 2016*](#). This act allows for the province to revitalize the blue box by creating regulations that specify how producers must manage the printed paper and packaging they sell or distribute in Ontario.

Producers can help people keep waste out of their environment and their landfills

Most residents want to recycle more and send less to landfill. When producers are responsible for diverting their products and packaging, residents benefit from more opportunities to recycle. Producer responsibility will make producers legally responsible for providing consistent, convenient, and accessible recycling options for the residents that use their products and packaging.

The people of Ontario understand that they have a big role to play in diverting the right materials and keeping recycling streams clean. Producer responsibility would harmonize what can be recycled across different communities, so producers can have consistent, reliable, and clean streams of recyclable materials. A more co-ordinated and integrated province wide system will allow for better education and awareness, so Ontarians can more easily understand what materials to put in the blue box.

Municipalities recognize that producers can control costs and deliver good services

Municipalities want to see more waste diverted from landfill. They recognize, however, that costs are increasing, and they have no control over the materials that end up in the blue box. Municipalities support shifting responsibility to those that can control how packaging is designed and maintain the consistent, high-quality services their citizens have come to expect.

Producers see more responsibility as a strategic economic shift

Producers accept that taking on more responsibility means they will pay more to recycle their printed paper and packaging. Producers support this shift, however, because it gives them full control, from design and production all the way through to collection and recycling.

Producers are willing to take on new responsibilities and costs because this full control is part of a long-term strategy that allows them to innovate, compete, and reduce costs. They want producer responsibility applied broadly and fairly, to create a level playing-field where innovators are rewarded for their efficiencies and free-riders are penalized for not following the rules.

Making producers responsible for blue box materials can help drive changes in packaging design, use and recycling. When producers are responsible for collection, sorting, and diversion, they have the financial incentive to make their products as efficient to manage as possible.

This can result in producers designing packaging that uses fewer problem materials, that is easier to recycle, and that contains more recyclable content – because when packaging is easier to recycle, it saves them money. Taking control of how their products and packaging are managed when they become waste can drive them to make collection and processing more efficient.

Improving product design: producers facilitating recycling

In the past, the composition of different resin types contained in Unilever's deodorant sticks prevented them from being recycled. The company worked with the Association of Plastic Recyclers to modify the packaging for its deodorant sticks in order to make them

recyclable. By adjusting the proportion of polypropylene to other plastic resins, deodorant sticks can now be recycled in Canadian recycling programs.

Producer responsibility will help producers meet their national and international commitments

The mediation sessions revealed that many producers have adopted international commitments to reduce problem plastics, increase plastic recycling, and use more recycled plastics in new products.

Producers and businesses associations, such as Unilever, PepsiCo, Nestlé, Procter and Gamble, and the Food and Consumer Products of Canada have endorsed the Ellen MacArthur Foundation's New Plastics Economy Initiative that sets broad goals for reducing plastic waste and increasing recycling. Many also have their own strategies, such as Walmart Canada's Charter on Plastics and Loblaw's commitments to achieve national diversion rates of 80 percent at corporate stores and 95 percent at distribution centres by 2030.

The blue box program reaches 95 percent of Ontario's households. This coverage is a competitive advantage for companies that need to recover their printed paper and packaging waste and makes Ontario an attractive place to meet their diversion needs.

Global momentum: the new plastics economy initiative

The Ellen MacArthur Foundation launched the New Plastics Economy Global Commitment in 2018 to create "a new normal" for plastic packaging. The targets, to be reviewed every 18 months, include:

- Eliminating problematic or unnecessary plastic packaging and moving from single-use to reusable packaging models.
- Innovating to ensure 100 percent of plastic packaging can be easily and safely reused, recycled, or composted by 2025.
- Circulating the plastic produced, by significantly increasing the amounts of plastics reused or recycled and made into new packaging or product.

4. Mediation process

Producers and municipalities have a long history of working together to deliver and fund blue box services. While participants recognized that this relationship has its ups and downs, there is strong consensus from all sides about the need to move the blue box program to producer responsibility and to do so in a timely manner – it is time for change.

Unfortunately, annual disputes over blue box costs led to tensions between producers and municipalities that stood in the way of moving to producer responsibility. In the past, this made it difficult to resolve some of the key issues about when and how to transition the blue box.

This mediation process was established to help the parties see past their disputes and re-focus toward solutions for a successful transition to producer responsibility. In the brief consultation, I asked municipal and producer representatives to help us address seven broad questions and reach consensus on as many subjects as possible. [footnote 111](#) Their participation and ongoing engagement will help ensure that transferring responsibility for blue box recycling from municipalities to producers is as smooth as possible.

At the same time, it was equally important that the consultation process be transparent and clear to all. At the onset of this process, I hosted an open webinar for all interested stakeholders to attend and learn about the scope of the mediation and the seven questions that would be discussed. Additionally, although it was not possible to accommodate everyone around the mediation table, I was pleased to meet with individual municipalities, producers, haulers, processors, and other stakeholders, to ask for their perspectives and advice. I welcomed and invited written submissions from any stakeholders that wished to provide feedback and suggestions. Their input has been invaluable in helping to frame the discussions at the mediation table and to inform my final recommendations.

As I facilitated the mediation sessions, it was apparent that producers and municipalities have made significant progress in finding common ground on transition. By and large, producers and municipalities are not far off and share more items of agreement than disagreement. Mediation was required to build consensus on a few outstanding issues needed to start the process of writing the regulations that will be the next big step in moving towards producer responsibility.

Key issues addressed by mediation

Transition concern	Desired outcomes
A measured timeframe for transition	A clear and consistent timeline is needed to make it easier for all parties to effectively manage change. The transition process must provide for sufficient time and certainty for producers to prepare for their new responsibilities and for municipalities to transfer their recycling services to producers.
Ensuring a common collection system	The province has been clear that transitioning the blue box must not negatively impact the recycling services that the people of Ontario use every day. Municipalities and producers require certainty to ensure the transition avoids a patchwork of services, and that it creates an efficient and effective province-wide collection system.

Transition concern	Desired outcomes
Transitioning municipal assets	Municipalities have made significant investments in facilities and equipment to collect, sort, transfer and process blue box materials. The transition process must allow producers to make decisions on whether they will use some of these assets to deliver efficient services while allowing municipalities time to repurpose them or develop other strategies that minimize impacts on municipal budgets.
Standardizing what's in the blue box	It should be easier for Ontarians to understand what's recyclable and what's not. Blue boxes across the province should collect a more consistent set of materials to make recycling easier for citizens, make more efficient for processors, and more cost-effective for producers.
Determining eligible sources for blue box materials	We generally associate blue boxes with curbside or depot collection, but in most communities the blue box program extends to multi-residential buildings, some businesses, and sometimes parks and other public spaces. Transition must consider whether and when it makes sense for producers to be responsible for blue box services beyond curbside or depot collection. In a new producer-led system, producers may also identify innovative ways to collect materials.
Setting effective diversion targets	Regulated and enforceable targets are necessary to set a level playing-field and ensure the blue box achieves meaningful environmental outcomes. Targets must be measurable and achievable, striking a balance between the need to reflect existing diversion rates while driving real improvements.
Promoting increased diversion from landfill	What goes in the blue box should get recycled – and not go to landfill. A producer-run blue box system must motivate producers to maximize reduction, reuse and recycling, while leaving room for innovative ways to divert emerging and problematic materials from landfill.

This intensive six-week process is only one step in a complex transition. To paraphrase the words of Winston Churchill, I would advise that this report should not be viewed as the beginning of the end. It is not even the end of the beginning. It is the beginning of the beginning.

Transitioning the blue box program will be a multi-stage process that will involve many opportunities for stakeholder and public input. This mediation process is only the first step to identify and develop a common understanding of key operational issues that need to be addressed to provide a clear path for transition. After this mediation process, the province will consider the advice given and chart a path for blue box transition that will include further public consultation.

Although my role as Special Advisor ends with the submission of this report, there will be many more opportunities for conversations to inform future decision-making. The transition will rely on stakeholder contributions at every stage to ensure its success.

The challenge in this transition will be for the province to provide enough clarity and certainty of direction through regulations that will allow the municipalities and the producers to make informed decisions, but the process cannot be so prescriptive that it precludes flexibility and opportunity for innovation. We cannot make the blue box recycling program better if we don't make room for process change and continuous improvement.

5. Mediation results

The mediation process identified a number of considerations and issues, some of which were touched upon in my mandate letter and others which were identified in submissions, through individual meetings, or during the course of the mediated sessions. The results of this consultation process are outlined in the following pages of this report.

For each of the seven mediation topics, this section identifies the considerations discussed, areas where the parties agreed, and areas where consensus was not achieved. My recommendations are presented in section 6.

5.1 A measured timeframe for transition

A clear and consistent timeline is needed to make it easier for all parties to effectively manage change.

The transition process must provide for sufficient time and certainty for producers to prepare for their new responsibilities and for municipalities to transfer their recycling services to producers.

A measured and orderly transition will help ensure a balance between the need for comprehensive planning and sufficient progress so that Ontario's producer responsibility approach has a solid foundation for an effective, competitive future.

Considerations

Transition is about producers taking operational control of delivering blue box services, and municipalities ending or transferring existing contractual relationships.

Transition should be done in a way that does not disrupt blue box services. All parties need sufficient time to understand their regulatory obligations and their options for establishing contracts in an orderly manner.

Transition should strike a balance to mitigate costs for all parties. A gradual handover of blue box operations to producers over a number of years, while at the same time steadily eliminating the existing shared funding program, can help producers better manage the take-up of these new costs.

Areas of consensus

The first major step would be Ministerial direction that sets out clear transition dates, and the beginning of the regulation development process.

This regulation-development period would begin when the Minister issues direction to Stewardship Ontario and the Resource Productivity and Recovery Authority signaling when municipalities can start transferring responsibility to producers and when responsibility from all municipalities should be fully transferred. To achieve this transfer of responsibility two concurrent actions must occur:

- Stewardship Ontario must develop a plan to gradually eliminate the shared funding program for blue box materials under the [*Waste Diversion Transition Act, 2016*](#).
- The province must put in place producer responsibility regulations for the blue box materials under the [*Resource Recovery and Circular Economy Act, 2016*](#).

The Minister has full discretion when to issue direction to Stewardship Ontario and the Resource Productivity and Recovery Authority.

After the Minister has issued direction and set clear timelines, the regulation development process can begin. Parties would like to see finalized regulations by late 2020/early 2021. Although approval of final regulations is a government decision and is subject to several factors, parties agree that regulation-development should aim for completion by the end of 2020.

Parties agree on actions that would be required to prepare to transition after finalizing the regulations; some actions may be concurrent with others:

- Producers and service providers must register with the Resource Productivity and Recovery Authority.

- Municipal Councils need to review the final blue box regulations and indicate they will be ready to transition.
- There is a need to align municipalities' transition timing with the goals of having approximately one-third of the total blue box tonnage transition each transition year.
- Although municipalities will identify when they prefer to transition, there are many factors to consider. What is crucial is providing certainty of timing.
- Municipalities that did not get allocated to their preferred transition year will need to reconsider and re-plan their transition for the year they are allocated.
- Producers will establish contracts to assume responsibility and:
 - allow municipalities to bid to provide collection services;
 - where not working with municipalities, arrange for collection services; and
 - arrange for post-collection services (producers may or may not work with municipalities for material management services).

Parties agree that transition to the new producer responsibility framework should be staggered over three years, with approximately one-third of total blue box tonnage to transition in each of the three years. Parties agreed that determining which municipalities would transition in each 'third' would be a complex task and would require further consideration. Parties agreed that municipalities that have transitioned would no longer be bound by mandatory blue box program requirements under Ontario Regulation 101/94 under the [*Environmental Protection Act*](#) that requires them to run curbside recycling programs. As producers take over municipal programs they would have full responsibility for blue box materials under the [*Resource Recovery and Circular Economy Act, 2016*](#).

Areas without consensus

Parties did not agree on the time required to prepare for transition, i.e., after finalizing the regulations but before producers begin to take responsibility. Perspectives ranged from one to three years. Several key concerns prevented consensus on this point:

- There were differing opinions on how much preparatory work could overlap with regulatory development. It was noted that conversations would continue between producers and municipalities to assist producers' preparations, but it was not known how concrete those conversations could be until details of the regulations were finalized and all parties understood the framework they would be operating in.
- Similarly, there were differing expectations over the degree that producers would utilize existing municipal assets after transition, and the extent to which producers would need time to establish and contract new capacity.

Although the parties agreed that approximately one-third of Ontario's total blue box tonnage would transition in each year, parties did not agree on what criteria would be used to select the municipalities that would transition in each year. Municipalities could be selected based on clusters of geographic proximity, cost-effectiveness of operational logistics, readiness for transition e.g., expiry of waste management contracts, or municipal ability to end those contracts early), or other factors. The criteria used must result in transition groupings that are cost-effective and efficient to run.

5.2 Ensuring a common collection system

The province has been clear that transitioning the blue box must not negatively impact the recycling services that the people of Ontario use every day.

Both municipalities and producers require certainty in the collection requirements that the regulations may set. Municipalities want to ensure there will be continuity of service for residents and how to communicate these expectations to residents; producers need certainty on their obligations in order to establish the collection system and provide the required service. This will help create an efficient and effective province-wide collection system.

Considerations

Producer responsibility should result in a convenient and effective collection system for collecting materials for recycling. This system would include a combination of the existing blue box collection and other collection methods, depending on future regulations.

Regulations need to allow for competitive procurement of collection services so that producers can find the most efficient way to organize the collection system. Regulations must also contain sufficient requirements so that accessibility for residents is maintained. The ability for municipalities and others to compete to offer collection and processing services is key to achieving a cost-effective system; this competition should occur in the context of regulated requirements that result in a common level of collection services for Ontarians.

Regulations need to ensure that residents who currently receive municipal blue box services will continue to receive collection services once transition occurs. It must be clear who will provide collection services and who procures the service for each municipality. The regulations would identify basic collection requirements across the province and outcomes that must be met.

To meet their regulatory obligations, it is anticipated that producers will contract with producer responsibility organizations that will contract out services and fulfill producer regulatory obligations. There may be one or more producer responsibility organizations.

As noted earlier, a staggered transition, based on producers accepting responsibility for collecting a proportional quantity of waste each year, reduces risk of service disruption by spreading the procurements over more time. Consolidating municipalities into collection clusters could improve efficiency and reduce costs – clusters could be geographically based, arranged by municipal readiness or a combination of other factors.

Areas of consensus

Parties agreed that a common collection system can result from clear regulatory requirements.

Mediation participants recognize that Ontario’s producer responsibility framework enables more than one producer responsibility organization to exist for printed paper and packaging.

There was concern around the table that the entrance of more than one producer responsibility organization could make transition complicated. Producers expressed concern that having too many moving parts during the transition phase could increase the complexity of taking on blue box services. Regulations would need to specify the outcomes – a common collection system – and the producer responsibility organizations would need to work together to achieve that goal without duplication or gaps in service.

There was extensive discussion how duplication or gaps would be avoided; all parties agreed this was a complicated issue that required further time to identify a clear path forward.

Areas without consensus

While mediation participants agreed that blue box collection should be a common system, there was less certainty about what rules are needed to make it happen. Participants did not agree which clearly regulated outcomes would be required to allow stakeholders to self-organize, or whether there would need to be more prescriptive regulated roles during the transition.

Some participants strongly believe in allowing producers to self-organize with appropriate regulatory direction and incentives to deliver on outcomes.

Some participants thought that a more directive approach would be needed. Without a body to direct collection or oversee the system, transitioning from a municipally-run blue box system to a cohesive and accessible producer-run system could be a challenge. The parties discussed whether, to facilitate this challenge, government should mandate a single producer responsibility organization for the duration of the transition period.

5.3 Transitioning municipal assets

Municipalities have made significant investments in facilities and equipment to collect, sort, transfer and process blue box materials.

As producers develop an efficient province-wide collection system, some municipal infrastructure may no longer be needed.

The transition process must allow producers to make the decisions they need to deliver an efficient service while promoting strategies that minimize stranded collection and recycling infrastructure.

Effectively dealing with stranded assets is critical to ensuring a competitive and efficient market for diversion services that helps producers meet their obligations at the lowest cost and positions Ontario to be a North American leader in collection and recycling.

Considerations

Producers need choice in how they meet their obligations – they may choose to use some existing municipal facilities, while others may be unsuitable or unnecessary for producers to use in a larger, more regionalized recycling system.

Transition should be undertaken in manner that mitigates municipal stranded assets since the remaining value of assets declines each year. For example, timing can help mitigate lost value for municipal assets, as wear and tear and general use over time means that the remaining value of these assets decline each year.

Allowing municipalities to continue existing contracts or establish collection or management contracts on behalf of producers (if producers want) can reduce the risk of stranded assets.

Areas of consensus

Parties agreed that if producers are given full responsibility and accountability, they must have control to decide which assets will be used in a future collection and management system for blue box materials.

Producers should be free to optimally design the future system, and should not be forced to use, or pay for, municipal assets they do not need.

Parties agreed that municipalities must be able to bid fairly on future collection or processing services for producers, and municipalities may decide whether, and how, their existing assets may be part of their bids.

A predictable and measured transition will provide clarity to both producers and municipalities. Clear timelines will help parties determine which assets may be needed or useful and will help mitigate the risk of stranded assets.

5.4 Standardizing what's in the blue box

It should be easier for Ontarians to understand what's recyclable and what's not. Ontarians are given a different list of recyclable materials almost everywhere: at home, in the office, in schools, shopping malls, parks, and public spaces.

Recycling across the province should be made consistent with a standard list of blue box materials that can be collected. This would make recycling easier for Ontarians, more efficient for processors, and more cost-effective for producers.

Consistent, high-quality, high-volume streams get top dollar and attract recyclers. Standardizing what's collected in the blue box can make Ontario's waste streams more valuable and recyclers more efficient. This can foster economic opportunities and make Ontario a global leader in recycling.

Considerations

Residents expect a standardized list that is easy to understand and that maintains or expands upon the materials they already recycle today.

Collecting the same materials across the province can reduce contamination, improve sorting and support end-markets. Processors need sufficient and reliable volumes of specific waste materials to make investments in recycling technology cost-effective. Standardizing blue box materials helps them anticipate waste flows and plan for investments.

Areas of consensus

There should be a broad list defining all the printed paper and packaging materials that producers put into the Ontario market for which they should have responsibility. This list will likely be defined in regulations.

The regulations will identify which materials on the list must be accepted for collection in blue boxes at home, regardless of whether they currently receive their blue box services curbside, in a multi-residential building, or at a depot. This standard list of blue box materials would be the same across Ontario so residents in every community that has blue box services would be able to recycle the same material.

The standard list of blue box materials would likely exclude packaging materials that cannot be cost-effectively recycled through the blue box without potentially contaminating other collected materials. For these excluded materials, and to provide flexibility for producers, there should be the option for materials to be included in other collection channels. The regulations should not be too prescriptive or constrain producers in determining how to fulfil their obligations. For example, producers may set up a take-back system for their material instead of, or in addition to, participating in the blue box system.

It is expected that the standard list of blue box materials should be adaptive as products, markets and technology change. Materials that currently may not be effectively managed under blue box may be considered in the future as collection and processing methods improve. The following principles should be considered when establishing the review process:

- Regulations should set criteria for timing, and basis of mandatory reviews, instead of leaving it open and undetermined.
- The standard list of blue box materials should be reviewed on a regular, frequent, and transparent basis.
- Outcomes and decisions of the review should be clearly communicated to residents, governments and stakeholders.
- Responsibility for undertaking the review should be clearly assigned; producer input should be a significant driver of the review process.

The following are potential criteria that may be used when determining whether to change the standard list of blue box materials:

- Clarity and ease of understanding for residents
- Increasing the total amount of material recycled
- Ease of recyclability for processors
- Cost to manage
- Availability of alternate recovery options
- Reducing litter

Notwithstanding the standard list of blue box materials, producers should have the opportunity for pilot projects to trial new collection and management approaches for other materials.

Areas without consensus

Although parties agreed that producers should have significant input and the freedom to innovate in reviewing the standard list of blue box materials and how those materials are managed, parties did not reach agreement on how the review process would be defined or what level of input or oversight there should be from other bodies. Producers want control over deciding what materials are collected via blue box, as part of their rationale for being made responsible for these materials. Municipalities expressed a desire for some third-party oversight in list decisions.

Getting it back: alternate collection methods

In Ontario, Nespresso provides a red bag to allow customers to return used coffee capsules. Red bags can be returned via Canada Post.

5.5 Determining eligible sources for blue box materials

We generally associate blue boxes with curbside or depot collection, but in most communities the blue box program extends to multi-residential buildings, some businesses, and sometimes parks and other public spaces.

Transition must consider whether and when it makes sense for producers to be responsible for blue box services beyond curbside or depot collection. In a new producer-led system, producers may also identify innovative ways to collect materials.

Considerations

Many blue box materials are also generated by residents in privately-serviced residential buildings, municipal parks, public spaces, offices, and other sources.

Expanding sources eligible for blue box collection could help improve diversion rates but also could result in an increase in program costs.

Areas of consensus

During the three-year staggered transition period, as producers assume responsibility from municipalities, producers would be required to provide blue box services to every place that received municipal blue box services prior to transition.

For clarity – this means there would be no expansion of blue box services during the three-year staggered transition period.

Once the three-year staggered transition is complete, blue box collection should gradually expand in multi-residential buildings, parks, and additional public spaces. This would expand access to recycling as well as provide producers with more freedom to optimize their blue box system and achieve economies of scale.

Parties agreed that further discussions are needed to identify the right approach to implement producer responsibility for collection from these areas, to make sure efforts target the right materials for collection and limit the contamination of recyclables.

Offices, institutions and other commercial sectors should not be included in a producer responsibility framework.

Recycling in industrial, commercial and institutional facilities is governed by Ontario's 3Rs Regulations under the [*Environmental Protection Act*](#). Ontario Regulations 102/94, 103/94, and 104/94 require facilities to identify the amount and types of waste they generate, develop plans to reduce waste (and sometimes packaging), separate certain wastes at source and make reasonable effort to ensure that separated wastes are sent for reuse or recycling. In these sectors, waste generators - facility owners and operators - are responsible for source separating.

Generator responsibility in the 3Rs Regulations could be an effective way to ensure recycling and diversion from these sectors; those regulations should be reviewed to ensure they align with and support the materials being diverted under the producer responsibility framework.

Areas without consensus

Parties have not landed on a timeframe for expanding producer responsibility to blue box materials from other sources.

From bottle to bottle: Ontario's recycling industry

Keeping collected materials in Ontario creates jobs and adds value to our economy. Ice River Springs, one of the largest water bottling companies in North America, has 5 facilities in Ontario employing 400 staff. The company currently purchases approximately 85 percent of all polyethylene terephthalate (PET) captured through the blue box program in Ontario and can take even more. Ice River Springs turns material that was once discarded as waste into a renewed plastic bottle, manufactured using 100 percent post-consumer recycled content, which can be recycled repeatedly. Their in-house recycling system can maximize recovery rates and contributes to the development of recycled content products.

5.6 Setting effective diversion targets

Regulated and enforceable targets are necessary to set a level playing-field and ensure that the blue box achieves meaningful outcomes. Targets must be measurable, achievable, and inspirational, striking a balance between the need to reflect existing diversion rates while driving real improvements.

Considerations

Targets should incent changes in packaging to improve recyclability and help address the broad problem of plastic waste and litter.

Some materials (e.g., multi-layer packaging, some plastics) are more difficult to recover. Targets should drive achievable and meaningful environmental outcomes for problematic, hard-to-recycle materials, and push producers to improve recycling of, or make changes to, packaging materials over time.

Areas of consensus

A single overall target for all blue box materials was not seen as desirable or workable in an individual producer responsibility framework. There need to be material-specific targets to drive environmental outcomes, and these targets should progressively increase over time while continuing to pose an achievable challenge.

Regulations will need to define how targets are measured and what material classes should be used.

Areas without consensus

Parties did not reach consensus on how to define or set the targets, or which specific materials or material classes should have targets.

Parties suggested a variety of different ways to measure targets to show meaningful diversion. Weight is the most straightforward way of measuring diversion but may not necessarily be the ideal metric in the future. Defining the outcomes by emissions or energy may be viable metrics. Parties did not agree on a particular metric or combination of metrics.

Other jurisdictions worldwide have already implemented, or committed to, high material-specific diversion targets.

British Columbia: Overall target of 78% by 2022		
Materials	Target <small>footnote 2[2]</small>	Year
Paper	90%	2020
Plastic	50%	2025
Rigid Plastic	55%	2022
Flexible Plastic	20%	2022
Metal	67%	2020
Glass	75%	2020
European Union		
Materials	2025 Target	2030 Target
Paper/Cardboard	75%	85%
Ferrous Metals	70%	80%
Glass	70%	75%
Aluminum	50%	60%
Plastic	50%	55%
Wood	25%	30%

5.7 Promoting increased diversion from landfill

What goes in the blue box should stay in the recycling stream – and not go to landfill. A producer-run blue box system must motivate producers to maximize reduction, reuse and recycling, while leaving room for innovative ways to divert emerging and problematic materials from landfill.

Getting the most recycling from materials collected in Ontario not only helps us reduce landfilling, but also sets the foundation for a cost-effective and efficient recycling industry that drives continual improvement.

Considerations

Ontario's limited landfill capacity and the impact of waste and litter on the environment is driving a need for innovative waste and recycling solutions.

Some chemical recycling or thermal treatment technologies provide a commodity that can be used in other products or packaging. These technologies should be viewed as recycling, as opposed to other approaches which use waste to create energy.

Once recycling has been maximized, including chemical recycling, there may be a role for energy recovery using thermal treatment technologies.

Reduction, reuse, and recycling should remain priorities over energy recovery.

Public acceptance of many energy recovery technologies and facilities is a challenge and requires a robust and transparent framework and standards to build trust.

Allowing waste to be used to create energy may be perceived as a reduced incentive to recycle – there may need to be limits placed on what materials, or how much, can be managed in this way.

Areas of consensus

Regulations should make reduction, reuse, and recycling the only activities that count towards diversion.

Regulations should use the principle of "keeping the molecule in play". "Keeping the molecule in play" is about extending the life and use of materials as long as possible. Technologies and processes that "keep the molecule in play" to create new products should be recognized as diversion.

Incineration and energy-from-waste should not count as diversion because these technologies involve the destruction of the molecule.

All parties acknowledged that energy recovery will have a role to play in reducing the amount of waste that is sent to landfill after all efforts have been made to achieve reduction, reuse, and recycling.

Targeting the first two Rs: Reduction and Reuse

Loblaw has announced that it will bring Loop to Canada as a pilot in 2020. Loop, a program from Terracycle, partners with retailers and brands to create sustainable, reusable packaging for products in order to reduce packaging waste. The products are delivered in unique, reusable packaging and once they have been used, are returned to Loop for reuse.

6. Mediation recommendations

After a six-week mediation, the message was clear – all participants want to begin the transition process. Producers and municipalities agreed that moving the blue box to producer responsibility is an opportunity to improve recycling, reduce waste going to landfill, and put waste materials back into the economy for productive use.

Through transition, Ontario has the chance to harness the innovation and knowledge of the private sector to create a recycling system that delivers uninterrupted services for residents, more efficient collection and management of materials, and more valuable end products that add value to our economy.

The discussions around the table convinced me of both the need for immediate action and the importance of the task at hand. Producers will be responsible for delivering blue box services across Ontario. More than 240 municipal and Indigenous blue box services need to move to producer responsibility. More than 1,200 producers need to organize and prepare for their obligations. This is a complex process that needs time, a clear path forward, and multiple opportunities for consultation and engagement.

I am confident the province can move quickly to set the wheels in motion and create a process that allows all stakeholders to work together for a successful transition. My recommendations on this path forward are outlined in the sections below.

6.1 A measured timeframe for transition

Clear direction from the province will help producers and municipalities plan for producer responsibility.

I recommend that transition occur over a six-year timeline that includes early notification of the government's plan for producer responsibility, expedited development of producer responsibility regulations, and sufficient time for municipalities and producers to set up the contracts they will need for an orderly transfer of responsibility. This will help provide the certainty needed to kick-start planning for transition.

Phase 1: Minister issues transition direction

Ontario should take clear steps to inform stakeholders of its plans for producer responsibility before the end of 2019.

The Minister should signal Ontario's intent to begin the blue box transition process by instructing Stewardship Ontario to develop a plan to eliminate the shared funding program and begin planning for producer responsibility. The Minister's transition direction can identify key transition principles as well as timelines for the transition process.

This direction will help give producers the certainty they need to start planning for producer responsibility and individual municipalities and Indigenous communities the signal to begin identifying when they would prefer to transition.

Phase 2: Government finalizes regulations

All parties agreed that the province should begin the regulation-drafting process as quickly as possible upon the issuance of the Minister's direction to Stewardship Ontario. Plain language explanations and a clear articulation of government objectives should be included at every stage of the process. The province should issue draft regulations within a year of the Minister's direction. The finalization of the regulations should be complete by early 2021 if not sooner.

During the mediation process it was made clear to me that producers and municipalities need as much information as early as possible to make their decisions. It is imperative the province set legal requirements early so participants have maximum time to consider their roles in the new system.

Regulations are required to set the rules for producer responsibility. These regulations will finalize the nuts and bolts of the producer responsibility system, including materials for collection, collection and recycling targets, environmental outcomes, service standards, and timelines. The province will need to consult widely, both as the regulations are being written and once drafts have been released.

I recognize this timeline is both ambitious and aggressive. It is imperative that the common collection system is established as soon as possible to ensure a smooth transition without service disruption.

Having the regulations complete as early as possible will help municipalities and producers manage complexity and expectations. I have faith in the capability and creativity of our public service to meet these timelines.

Phase 3: Producers prepare for producer responsibility

After regulations are finalized, producers and municipalities should have two years to prepare for when producers first assume responsibility from municipalities by the start of 2023.

This is a very busy phase for producers. They need to decide how to organize themselves and administer responsibility. One or more producer responsibility organizations will have to incorporate and hire staff. Procurement also must occur, to run bid processes and award contracts to municipalities and other service providers. Decisions will need to be made to determine which party undertakes procurement and how all the parties interact. Waste transfer and processing networks need to be created and there may need to be investments in collection infrastructure to make sure producers are ready for producer responsibility.

I recognize that preparing for producer responsibility is a complex process and appreciate calls for more time. With producers preferring three years and municipalities wanting one, this was the only stage where producers and municipalities disagreed on timing. But if the province issues early transition direction, puts regulations in place by 2021, and collects the right information to inform the process, parties should be ready to act decisively to make transition a reality. Some elements of preparation may even begin in 2020.

Producers and municipalities have been discussing the transition for many years. Municipalities and producers will need to continue to work collaboratively for this transition to be successful. My experience as blue box mediator has shown me that Ontario's municipalities and producers have significant common ground and are willing to work together in a spirit of openness and goodwill. I am confident this can continue as transition proceeds.

I also am confident in the flexibility and adaptability of our private sector to learn from experiences implementing producer responsibility in other jurisdictions, such as British Columbia, and prepare for their obligations. I expect producers and municipalities would start preliminary conversations as soon as the Minister issues transition direction in late 2019.

Phase 4: Municipalities transfer responsibility

Municipalities should transition to producer responsibility over a three-year period, by 2025, transferring approximately one-third of Ontario's blue box tonnage each year. Municipalities should hand over their responsibilities in groups to reduce disruption and ensure service continuity.

Municipalities should be grouped to facilitate the creation of a common collection system across the province. These groupings should be determined by criteria set out in regulation, informed by further data and analysis as identified in 6.2 below.

Recommendations

- Transition should occur over a six-year period according to the following approximate timelines (i.e., from 2019 through 2025):

- Before the end of 2019: Minister issues transition direction to Stewardship Ontario outlining the timeline for transition.
- Over a one to one-and-a-half-year period (e.g., 2019-2020): Government consults on, and finalizes, regulations that specify how the blue box will move to producer responsibility.
- Over a two-year period (e.g., 2021-2022): Producers prepare to assume responsibility for the blue box and engage all parties, including municipalities and service providers.
- Over a three-year period (e.g., 2023-2025): Phased transfer of responsibility from municipalities to producers that transitions a similar amount of waste over each year.
- The province should provide transition direction and begin gathering the necessary information as early as possible to help all parties plan for the new producer responsibility framework.
- The province should issue a consultation document to provide additional information and clarification when consulting on the draft regulations.
- To provide the certainty needed to kick-start planning for transition, the timeline should provide early notification of the government's plan for producer responsibility, expedited development of producer responsibility regulations, and sufficient time for municipalities and producers to prepare.

6.2 Ensuring a common collection system

During the mediation, I found that participants were committed to the goal of providing continuous services for residents and fair access to recyclables for producers.

Producers understand that the people of Ontario have come to rely on the blue box and view it as an important service. The transition process must ensure there is no fragmentation or gaps in service as producers take control. All communities must be transitioned fairly, regardless of their size, location, or density, with the result being convenient and accessible services for residents.

Municipalities understand that Ontario has a long history of competition for waste collection. Many blue box services are currently delivered by the private sector. Producer responsibility must build on this market. The transition process must ensure that producers of all sizes can get the recyclables they need to meet their targets.

Producer responsibility regulations should establish a common collection system across the province. This system should include a single blue box collection in each community, with supplementary collection channels or methods developed by producers to collect additional materials.

While both producers and municipalities understood the benefits of establishing a common collection system during the transition period, there was less certainty about what rules are needed to make it happen. Many participants felt that clear rules and strong enforcement could create the legal environment that would ensure a common blue box collection system during transition.

The province will need to make regulations that create the conditions for a common collection system that works in the public interest. This means regulating performance standards, so producers make blue box services convenient and accessible for the people of Ontario, including specifying the type and frequency of service.

These regulations will also need to make blue box services fair for producers. Much like all energy generators use the same wires to get power to consumers, all producers will need access to the blue box to get the materials they need to meet their targets. Where this common blue box collection system is different from the electricity system is that the producers are paying. Producer responsibility is about producer say and producer control. A clear regulatory framework will be necessary to protect the public good of having a common collection system while providing sufficient flexibility and control to respect producers' business needs.

We know that producer responsibility regulations will need to set strong collection and recycling outcomes that drive producers to collect high volumes of material from all corners of the province.

What else is needed is less clear. Regulations could set outcomes relating to providing open access to the blue box collection systems. We may need to consider consolidation and economies of scale during the transition phase. There may be a need to establish outcomes for collaboration, to make sure we don't have multiple producer responsibility organizations operating separate collection services.

The first step in creating the right rules is having the right information. Markets work best when all participants have access to the information they need to make informed choices. Improved data is necessary to help producers plan for blue box services, including ensuring full coverage of services across the province. With transparent information and access to data, most producers believe that they will be better placed to foster competitive markets and fair contracts for collection services.

An orderly and measured transition must consider how much waste we generate and where we generate it to balance costs throughout the process. Knowing when municipal collection contracts expire and where printed paper and packaging go for recycling will help plan for continuity of service. Ontario must allow for time to gather and assess the state and location of waste facilities to make smart decisions on what is needed. Only then can the province know what type of rules are needed to ensure continuous service and access. This information is necessary to decide how municipalities should be grouped for transition and the factors that need to be regulated in a new market for recycling in Ontario.

Information on current blue box operations should be consolidated and made publicly available. The province should also consider retaining experts to provide advice on how best to make blue box a shared public service for recycling printed paper and packaging in Ontario.

The province needs information on how the blue box is working right now to assess the rules needed for an orderly transition.

Producers need transparent and accessible information to make informed investments and business decisions.

These are complex decisions and this six-week mediation process did not allow me to arrive at a recommendation for a best approach. But I do think that when both province and producers have access to the same information they can both make informed decisions on the best way to move forward.

Once this information is assessed, the province will be in a better position to know what type of rules are needed and how to plan transition.

Recommendations

- Regulations should maintain blue box collection as an essential part of any collection system, but also allow producers the flexibility to collect some packaging through other methods.
- Taken together, the blue box and other methods will create a common collection system that will give producers access to the materials they need to recycle and will ensure that the people of Ontario have uninterrupted service across the province during the transition period.
- The regulation-making process will determine how this collection system is to be established. The complexity of doing so should not be underestimated, which is why I recommend that the first step must be to collect and analyse the information on the existing blue box and recycling system in Ontario. This information could include:
 - Programs and collection methods operated by municipalities.
 - Populations serviced by blue box programs.
 - Expiry of municipal collection contracts and lifespan of waste facilities.
 - Municipal readiness to transition.
 - Location of waste transfer, sorting and processing facilities.
 - The volumes and flows of collected printed paper and packaging.

- The province should consider retaining expert advice to analyse the collected information and provide a recommendation on how best to proceed with transitioning services. This information will inform regulation- development and facilitate producer preparation.

6.3 Transitioning municipal assets

While I understand that this issue has raised some tensions and concerns in the past, it was less contentious at the mediation table. The clarity on timing of transition will allow municipalities to make informed decisions which will further reduce this concern.

The parties were in broad agreement on this issue. I recommend that the Minister give considerable weight to this consensus. The certainty on timing and the ability for municipalities to fairly bid in a competitive process on future services for producers was key to achieving consensus on how to deal with transitioning municipal assets.

Recommendations

- Parties agreed that if producers are given full responsibility and accountability, they must have control to decide which assets will be used in a future collection and management system. Producers should not be forced to use, or pay for, municipal assets they do not need.
- Parties agreed that municipalities must be able to bid fairly on future services for producers, and municipalities may decide whether, and how, their existing assets may be part of their bids.

6.4 Standardizing what's in the blue box

Mediation participants agreed that producers should be responsible for the printed paper and packaging they put into Ontario, with flexibility to decide the best way to collect and recycle that material. A common collection system should have a standard list of blue box materials and the flexibility to collect materials through other channels or methods.

This standard list of blue box materials will help ensure that what goes in the blue box can be recycled. The blue box system should be able to produce an uncontaminated, high-quality, high-value stream of recyclables that can find markets and be used in new products, keeping materials in the economy as long as possible. Recycling the same materials everywhere will help build a consistent stream.

Ontario's blue box list should also be adaptable. Producers and municipalities agreed the list should be open to evolution. The standard list of blue box materials should not prevent producers from finding new or innovative ways to fulfil their obligations.

Producers should be allowed to decide the best way to get the recyclables they need to meet their targets. Producers should be allowed to use other channels or methods to collect their printed paper and packaging, where appropriate. Producers should also be able to evolve and change the standard list of blue box materials to reflect changes in packaging and new methods of collection.

Any process that has the potential to change what goes in the blue box must be transparent, accessible, and have oversight. A list of materials set in regulations might not provide the requisite flexibility; I recommend that the regulations establish a flexible, transparent, and predictable listing and review process.

Recommendations

- Regulations should make producers responsible for all printed paper and packaging they put into the market by setting clear goals for diversion from landfill, but they should provide flexibility for producers to identify the best way to achieve these goals.
- Regulations should establish a standard list of blue box materials that must be collected through blue boxes across Ontario, and also allow producers to use other methods to meet or supplement diversion requirements.
- Regulations should establish a transparent process that will allow producers to change which materials are collected in the blue box versus other methods.
- Producers should be encouraged to use other methods to divert materials that cannot be recycled by the blue box or that might contaminate collected materials.

6.5 Determining eligible sources for blue box materials

Municipalities and producers agreed that all communities that have blue box services must continue to have access to recycling during and after transition. This includes Indigenous communities that operate blue box systems. Multi-unit residential buildings, parks, and public spaces that currently receive blue box service should also be included. It was also understood that as new residences are built, these homes will be included in the producer responsibility system.

Over time, the system should gradually expand to more multi-residential buildings, and to parks and public spaces where municipalities collect waste, to increase diversion and take advantage of efficiencies and economies of scale. Ontario needs to have a larger conversation about where and how to improve recycling, particularly in public spaces. Further data is needed to make sure public space diversion targets the right materials and results in viable recycling streams.

Recycling outside the home is important to the people of Ontario. Ontarians get frustrated when offices, shopping malls, or institutions recycle in different ways from what they experience in their homes.

The industrial, commercial and institutional sectors have their own regulations and arrangements for diversion. In these sectors, the 3Rs Regulations make facility owners and operators responsible for source separating wastes. But diversion rates are low, and municipalities and producers agreed that the current rules, which are more than 20 years old, need to be updated.

Ontario has committed to review the 3Rs Regulations and develop a recycling framework that applies low-burden, outcomes-based rules fairly across these sectors.

Changes to the regulations for recycling in the industrial, commercial and institutional sectors should build on existing waste diversion and recycling practices in order to increase recycling rates. The types of industrial, commercial, and institutional facilities vary widely across the different sectors, making a one-size-fits-all approach to recycling unsuitable. The province needs to engage these sectors to develop recycling rules that target the right establishments and materials.

A key objective in updating these rules should be that Ontario citizens see a better alignment between the materials they recycle at home and the materials collected at work, in commercial locations, and at institutions.

Recommendations

- Producers should provide blue box collection wherever it was provided by municipalities or Indigenous communities as of a specified date, and going forward they will provide blue box service for new residential developments.
- After completing transition, producers should gradually expand collection in multi-residential buildings, as well as parks and public spaces where municipalities provide waste collection.
- Blue box services should not be expanded to industrial, commercial and institutional establishments as these facilities already have their own waste servicing arrangements and existing contracts for diversion. In addition, recycling in these facilities is covered by a different regulatory framework at this time.
- It is important that Ontarians have similar opportunities to recycle whether they are at home, work or out in public. The province should review and modernize the regulatory framework for industrial, commercial and institutional facilities to improve overall diversion rates in Ontario and to better align the kinds of materials recycled in this sector with the materials that are recycled through the blue box.

6.6 Setting effective diversion targets

An effective common collection system needs access to large volumes of high-quality materials.

Regulated targets drive high recycling rates and can help create a recycling economy in Ontario. Targets for collection and recycling are important to making sure producer responsibility results in usable materials that can be used in new products and packaging. Regulated targets create competition for innovative and cost-effective collection and processing methods, unleashing the creativity of the private sector.

Ontario's producer responsibility rules need to work in harmony with those in other jurisdictions. This way producers should have a level playing-field and Ontarians can aspire to be a world-class recycling economy. Where possible, producer responsibility rules should include or reward the use of recyclable and recycled materials in packaging to promote recycling.

Leading jurisdictions in Europe and North America have committed to high-level targets and timelines for specific-material types. As I noted earlier in my report, major multinationals have made commitments to sustainability, many of which involve targets for the recyclability of products and packaging. If Ontario is to achieve the best possible diversion outcomes, it should recognize and leverage these commitments in its target-setting.

Our efforts need to be focused. Targets need to reflect the diversity of materials in the blue box system and the differences in how they are managed. For example, a target that includes all plastic packaging would rely on the highly recyclable PET bottles and ignores the low current diversion rates for plastic film or polystyrene. Detailed material-specific targets will help spark action on the materials that need it most.

In determining how targets will be measured (e.g., weight, emissions, or otherwise), the province should consider metrics that will be relevant for years to come and tightly linked to the environmental and economic outcomes that the blue box system will deliver.

Recommendations

- A single, overall blue box target is neither workable nor effective. The province should consult to identify specific targets for different types of printed paper and packaging material.
- The categories should be specific enough that they can be used to identify materials that have low diversion rates, so that action can be taken to improve diversion.
- The province should set targets that will drive diversion and challenge the ingenuity of Ontario's industry to innovate and find new efficiencies and cost-savings.
- Targets should progressively increase over time to ensure that Ontario's recycling services continue to innovate and evolve.

6.7 Promoting increased diversion from landfill

Ontario has a strong history with reducing, reusing, and recycling. Municipalities and producers remain committed to the 3Rs as one of the core principles for producer responsibility.

Participants agreed that the province should make waste reduction a priority. Producers want to be recognized for the work they've done to reduce waste. And municipalities have often led the way in promoting waste reduction to the people of Ontario.

The province should explore options that get the best environmental results. In some cases, reuse may be more energy-efficient and offer greater cost savings compared to recycling and remanufacture. The regulations should consider ways to recognize producers that have innovated to implement reusable packaging, and to incent others to make similar design choices.

Regulations should be responsive to new advances in recycling technology. The province should use the principle of "keeping the molecule in play" when considering which recycling technologies should count as diversion. "Keeping the molecule in play" is about extending the life and use of materials as long as possible. Technologies and processes that go beyond traditional recycling methods to turn materials into new products should be encouraged.

Technologies that involve the destruction of the molecule to create energy-from-waste should not count as diversion. However, there may be a role for this as part of the solution for diverting the amount of waste that is sent to landfills where reduction, reuse, and recycling efforts have been exhausted.

Recommendations

- Reduce, reuse, recycle should count as diversion. That is, processes that continue to make materials available as a resource for new products or packaging should be considered diversion.
- Incineration and energy-from-waste should not count as diversion.
- Don't lose sight of the first R – reduction. Where feasible, producer responsibility regulations should recognize and reward producers for reducing waste and improving their environmental performance.

7. Thinking bigger than the blue box

The blue box helped create a culture of recycling in Ontario. We can build on this to do more to reduce waste, make recycling easier and reduce plastics and litter in our communities.

A responsive, effective and efficient curbside recycling system has the potential to drive investment in new technologies and make Ontario a leader in the recycling industry.

Mediation participants agreed – this transition, if done right, presents a unique opportunity to help clean up our communities, foster innovation, create good jobs and grow our recycling economy at home, in Ontario.

Blue box is only one part of improving recycling in Ontario.

Everyone around the mediation table agreed that Ontario needs to divert more waste from industrial, commercial and institutional facilities. And with diversion rates in our businesses and institutions reported at 17 percent, I agree.

As I identified earlier in my report, these sectors have their own recycling rules, in the 3Rs Regulations. They also have their own networks for recycling waste. Some participants suggested that these factors make applying producer responsibility in these sectors a challenge, however, they all agreed that modernizing the rules for recycling in these sectors is of utmost importance. As noted earlier, these regulations should better align with the materials that go in the blue box to ensure a co-ordinated approach to recycling in Ontario.

Improving recycling is about helping people do the right thing.

Residents have a strong role to play in making the best use of waste materials. Co-ordinated, province-wide promotion and education is critical to build and strengthen upon our blue box culture and make waste reduction a part of everyday life.

It is important that residents put paper and packaging in the right place when they generate waste. As we all know, that doesn't always happen. Governments, producers, and the waste sector all play a part, and so do individuals. We need concerted efforts to change this behaviour.

Residents have a role to play in rebuilding the blue box. When we recycle the right way, we increase diversion, reduce litter, and keep recycling streams clean. Strong producer responsibility targets will help drive producers to maximize diversion and help the public do the right thing. A standardized list of materials will reduce confusion and contamination.

The promotion and education required as part of producer responsibility will raise awareness of where and how we can recycle. These are important steps. But it won't be successful if residents don't do their part. We must all work together to achieve success.

When it comes to litter, we need to change behaviour before and after we generate waste

Understanding why and where litter occurs is fundamental to keeping our communities clean. Municipalities have extensive experience in tackling litter; many have audits and studies that can help us better understand litter behaviour. The province should continue to work with the beverage industry to learn from their litter and public space recycling initiatives and pilot best practices in public spaces and parks.

The province's commitment for a province-wide litter clean-up day is another building block. The producers and municipalities around the mediation table expressed their support for these initiatives. I encourage the province to partner with producers and businesses to promote clean-up days to maximum effect, and co-ordinate with municipalities to build on their existing clean-up efforts.

Recycling on the go: improving diversion in public spaces

Manitoba's producer-funded Recycle Everywhere Program promotes beverage container recycling away from home. More than 60,000 recycling bins have been installed on streets, in parks, community centers, arenas and other public buildings around the province. The program has increased Manitoba's beverage container recovery rate from 42 percent to 70 percent from 2010 to 2016. Coupled with a strong public education campaign, some communities have seen litter reductions as high as 87 percent since the start of the program.

Ontario has a unique opportunity to show leadership on plastics

We've all seen the reports of plastic in our oceans and harming our marine life. Up to 8 million tonnes of plastic enters the world's oceans annually. Closer to home more than 80 percent of litter collected during volunteer shoreline cleanups is plastic waste. An estimated 10,000 tonnes of plastic debris enter the Great Lakes each year.

Governments around the world have recognized the need to act. The European Union has issued a directive that sets a target of recycling 90 percent of all plastic beverage containers by 2029. They intend to mandate the use of more recyclable materials in plastic packaging and ban single-use products where alternatives exist. In 2018, G8 countries agreed to a challenge to address marine plastic pollution by managing plastics more sustainably throughout the whole life-cycle.

Here in Canada, the federal government announced its intent to potentially ban harmful single-use plastics as early as 2021. The Canadian Council of Ministers of the Environment recently released Phase One of their Canada-wide Action Plan on Zero Plastic Waste. This first phase focuses on the design, use, collection, and recycling of plastics along with the development of markets for the recycled products.

I urge the province to take strong action to reduce plastic pollution and to be a voice for decisive, focused, and co-ordinated action at both the national and international level, working co-operatively with the federal government and other Canadian jurisdictions. It is critical that residents and businesses are not faced with competing initiatives that create a confusing patchwork quilt of requirements and commitments.

Improving the recycling of plastic packaging isn't the only answer to our plastics problem, but it is certainly one of the most important solutions. Ontario's blue box program reaches the most people and manages the most materials of any curbside program in Canada. Transitioning the blue box to producer responsibility is not only a chance for Ontario to get things right – it is also a chance to lead the way on recycling in Canada and abroad.

Action on plastics must be comprehensive. We must recognize that packaging is only one part of the plastic problem. Packaging accounts for 47 percent of plastic waste in Canada and is one of the most frequently recycled plastic materials. In fact, plastic packaging makes up 88 percent of the recycled plastic resin that was used to make new products in 2016. This shows that recycling is critical to keeping plastics out of our environment. With the right steps toward producer responsibility, we can recycle even more.

Single-use plastics include a wide variety of items, uses, and materials. Action on single-use plastics must be surgical to ensure these measures target the right product with the right requirements. Studies will help us understand where, when, and how these products are used, and that their alternatives are widely available and beneficial for our environment. The province, where possible, should act as a broker to link our university researchers with producers, the plastics industry, and recyclers to help get innovative and sustainable solutions to problem plastics into the market.

Rethinking recycling: chemical recycling

GreenMantra Technologies of Brantford, Ontario uses a chemical reaction to transform recycled materials, such as certain complex plastics, into higher value polymers. This process drives economic value by opening new applications and additional outlets for waste plastics where conventional recycling cannot provide an adequate solution.

Ontario can reap the economic benefits of being a top recycler – if we have a co-ordinated provincial strategy

Ontario's residential waste collection systems manage literally hundreds of thousands of tonnes of waste. Our first objective should be to reduce that overall amount of waste; our second objective should be to reuse as much as possible; our third objective should be to recycle. It is at this third step – recycling – that we should think of this as mining resources out of the waste stream. Improving diversion from landfill and the efficiency of collection systems over time will create a volume of recyclable material that will be an input into the creation of new products, jobs and economies in Ontario.

One of the things that surprised me was how much blue box plastic is recycled right here in Ontario. Under the right conditions, waste can truly be a resource. Ontario's waste sector has the experience in collecting, managing and processing recyclables.

Feedback from the mediation sessions indicated that Ontario's waste management sector wants to invest in processing facilities and that producers are ready to help support those investments. Ontario can capitalize on the restrictions on the import of recyclables in Asia to become a leading processor for the Great Lakes region. It is imperative that Ontario establish the right conditions to capitalize on producer responsibility for the benefit of our economy.

Building a recycling economy is broader than just producer responsibility. It is through the reclaimed and reused material that we can create increased economic opportunity. Investment in research and innovation to create the jobs from the recycled materials should be an interministerial responsibility. Garbage and recycling are not just an environmental issue – they are also economic opportunities. The province should ensure that ministries collaborate across government to develop a plan for how we as Ontarians might maximize the economic benefits of being a leading recycling jurisdiction.

Recycling at home: keeping materials in the Ontario economy

More than 99 percent of the plastics collected by the city of Toronto are sold to recyclers right here in Ontario, going to facilities in Shelbourne, Sarnia, and Toronto. Steel and glass collected by Toronto's recycling programs are processed in Hamilton and Guelph, respectively. This is a prime example of recycling creating jobs and adding value to Ontario's economy.

Recommendations

- Co-ordinated, province-wide promotion and education is critical to build upon our blue box culture, reduce litter, and make waste reduction a part of everyday life.

- Ontario should take strong action to reduce plastic pollution and be a voice for decisive, focused, and co-ordinated action at both the national and international level. All parties must not lose sight of the fact that packaging is only one part of our plastics problem.
 - The province should ensure that all ministries work together to develop a collaborative plan for Ontario to become a leading jurisdiction for innovation and economic growth in the recycling industry.
-

Conclusion

In closing my report, I want to recognize those that helped me get here. The commitment of Ontario's businesses and municipalities for a transitioned blue box program has been impressive and is highly commendable. Every person that attended the mediation sessions came willing to engage, question, answer, and discuss. The sessions were both collegial and thoughtful. I have enjoyed facilitating sessions and becoming immersed in the complex but fascinating world of waste management over a very intense six weeks.

I know I am not alone when I say that Ontario is on the cusp of a once-in-a-generation opportunity to improve our environment and build our economy. I know this, because this was frequently expressed by the participants in the sessions.

All participants agree that Ontario needs to make producers responsible for diverting their products and packaging. Municipalities are willing to transfer their recycling programs to producers. Some of the world's largest companies are willing to take on the full cost of recycling to help us better control costs and improve products. This is all happening in the midst of a global focus on reducing waste and improving recycling. This is a unique opportunity for Ontario. The conditions are right to rebuild the blue box into a recycling system that will help us reduce waste, protect our environment, and contribute to our economy not only for us, but also for our children.

At every stage of the mediation, I heard that transitioning to producer responsibility is bigger than the blue box.

The people of Ontario expect pristine waterways and wilderness, so wildlife can thrive. They expect parks to be free of litter and garbage. Pride and respect for our natural environment is a part of the fabric of living in Ontario.

It's my opinion, however, that the people of Ontario want more than clean communities. They want a society that recycles more and needs fewer landfills. They want an economy that rewards competitors for avoiding waste and using waste materials to create new

products. They want every opportunity to reduce waste; and where waste is unavoidable, they want products and packaging that are designed to be easier and cheaper to recycle.

I think these expectations are fair and they are within our grasp.

Moving the blue box to producer responsibility is a first step in an important path that will help rebuild the blue box, protect our environment, and build our economy. Landfills bury resources in the ground. Recycling returns them to productive use. I truly believe that, with the right steps to optimize our recycling systems, Ontario can become a leader in recycling. Ontario can be an attractive place for the recycling industry to invest, create jobs and compete nationally and internationally.

Transitioning the blue box is a complex endeavour. The next steps will require considerable additional effort on the part of all participants. Given the commitment I have seen demonstrated by all participants during this process, I am convinced that Ontario's blue box services and the broader waste management system will continue to improve and respond to changing technology and increasing demand by consumers for responsible packaging, enhanced recycling and waste diversion.

Appendix A – Mandate letter

Ministry of the Environment, Conservation and Parks

Office of the Minister
777 Bay Street, 5th Floor
Toronto, ON M7A 2J3

June 7, 2019

Dear Mr. Lindsay,

I would like to express my appreciation to you for agreeing to volunteer as a Special Advisor on Recycling and Plastic Waste to help the people of Ontario and their government tackle the serious problem of plastic pollution, a key commitment in the Made-in-Ontario Environment Plan.

Ontario families take pride in doing their part for the environment. Ontarians are national leaders in reducing greenhouse gas emissions, and our own city of Kitchener was the birthplace of the world's first Blue Box program. Knowing this, I was disappointed to learn that, while Ontario families do their part by diligently sorting their recycling, government and industry are failing them.

Today, Ontario's recycling rates have been stalled for 15 years and up to 30% of what is put into blue boxes is sent to landfill. Some of Ontario's plastic litter and waste is being shipped across the ocean to the Philippines and Malaysia. Meanwhile, plastic and other litter is increasingly plaguing our parks, highways, rivers and lakes.

This is unacceptable—both industry and government must do better.

It is for these reasons I look forward to you providing advice on how to improve recycling through the Blue Box Program and better manage plastic pollution.

In addition, I ask that your work be guided by the following public policy objectives:

- Standardization across the province of what can be recycled in offices, parks, public spaces and homes;
- Improve diversion rates and increase what materials can be recycled;
- Reduce litter and waste in communities and parks;
- Improve Ontario's Blue Box program by requiring producers to pay for the recycling of the products they produce, through achieving producer responsibility; and
- Maintain or improve frequency of blue box collection.

When increasing diversion in the residential sector, consider how these policies can also enable diversion in the institutional, commercial and industrial sector.

Your work will consist of two roles: a mediation role where you, as an impartial mediator, will foster discussion and help producers, municipalities and other stakeholders to move closer to or reach agreement on key issues; and an advisory role, where you will provide me with advice on how these issues may be best addressed to ensure Ontario's recycling system is more consistent, reliable and cost-effective for Ontarians.

To assist you in this work, I have also requested a jurisdictional review on how leading jurisdictions are employing innovative technologies to improve recycling efficiency and diversion rates for you to consider.

The current Blue Box Program has been in place since the 1980s and had great early, world-renowned success in recovering residential printed paper and packaging for recycling. In recent years, however, waste diversion rates have stalled in Ontario and been surpassed in other provinces. Meanwhile the costs to operate the program are rising.

While many countries used to take our recycled material, they are increasingly shutting their doors. In 2018, China launched “National Sword,” a policy which bans the importation of many recycled plastics and other materials – including from Ontario. This has resulted in increased recycling costs, increased material being sent to landfill, and more plastic litter and waste in our communities.

Mandating producer responsibility will obligate producers across Ontario to pay for and manage their materials. It will also enable a single common list of what can be recycled across the province. This system is a cost-effective and accountable way to promote innovation and to make sure Ontarians’ recycling efforts are more effective, resulting in increased recycling and diversion rates.

At the conclusion of your work, please provide me with a report that outlines where the parties reached agreement and your recommendation on how to address any outstanding issues by July 20, 2019.

Thank you again for volunteering your time to help government and industry live up to the expectations of Ontarians when it comes to plastic pollution and recycling.

Regards,

Rod Phillips
Minister

Appendix B – Mediation participants and process

Over June and July 2019, I held consultations with stakeholders from municipal and industry sectors that will be most affected by transitioning the Blue Box Program to producer responsibility, including:

- Association of Municipalities of Ontario
- Canadian Beverage Association
- Canadian Federation of Independent Business
- Canadian Newspaper Association

- City of Toronto
- Food & Consumer Products of Canada
- Loblaw
- Magazines Canada
- Proctor & Gamble
- Regional Public Works Commissioners of Ontario
- Retail Council of Canada
- Unilever Canada
- Walmart

Meeting Date	Session
Wednesday, June 19	Mediation session to discuss a measured timeframe for transition and transitioning blue box assets.
Thursday, June 20	Public webinar to describe the mediation process, timelines, key issues to be discussed, and the process to provide submissions to the mediation process.
Monday, June 24	Mediation session to discuss standardizing the list of materials and determining eligible sources of blue box materials.
Wednesday, July 3	Mediation session to discuss setting effective diversion targets and promoting increased diversion from landfill.
Tuesday, July 9	Mediation session to discuss ensuring a common collection system.
Wednesday, July 17	Mediation session to provide a summary of mediation findings and discuss next steps.

The mediation also received 37 written submissions.

Updated: August 6, 2019
Published: August 6, 2019

Footnotes

- footnote[1] [Back to paragraph^](#) Please see Appendix B for a list of mediation participants and an overview of mediation sessions.

- footnote[2] [Back to paragraph^](#) Recycle BC's 2018 P&PP EPR Plan commits to propose a new target for each category two years after maintaining the existing target.

Ministry of the Environment,
Conservation and Parks

Office of the Minister

777 Bay Street, 5th Floor
Toronto ON M7A 1N3
Tel.: 416-314-6790

Ministère de l'Environnement,
de la Protection de la nature et des
Parcs

Bureau du ministre

777, rue Bay, 5^e étage
Toronto (Ontario) M7A 1N3
Tél. : 416.314.6790



August 15, 2019

Ms. Glenda Gies
Chair
Resource Productivity and Recovery Authority
4711 Yonge Street, Suite 408
Toronto, ON M2N 6K8

Dear Ms. Gies:

The Blue Box program has been providing Ontarians with a convenient option for collecting and recycling paper products and packaging for many years. In recent years, it has become apparent that the growing challenges in delivering and funding the program must be addressed. After hearing from many interested parties, I believe the time has come to modernize and improve Ontario's Blue Box services by transitioning from the existing program that provides industry funding to reimburse a portion of municipalities' costs to a full producer responsibility model where industry will have control of both funding and operations. The transition to producer responsibility will ensure Ontarians' experience and access to existing Blue Box services will not be negatively impacted and that there are province-wide services available, including for Northern, rural and Indigenous communities.

As a necessary complementary step to transitioning to a producer responsibility model, I have issued direction to Stewardship Ontario (SO), pursuant to Section 14 of the Waste Diversion Transition Act, 2016 (WDTA), to develop a plan in respect of the funding program for blue box materials under the WDTA (the SO Program) and for SO itself.

This direction will begin the process by which Ontario will implement a modern, producer-operated system that will provide consistent province-wide recovery of Blue Box materials under the Resource Recovery and Circular Economy Act, 2016 (RRCEA), and ensure there is no disruption to Blue Box services.

Pursuant to Section 29 of the RRCEA, I am issuing policy direction to the Resource Productivity and Recovery Authority (the Authority) with respect to its duties relating to the SO Program under the WDTA.

This policy direction is complementary to my direction letter dated August 15, 2019 to SO issued pursuant to Section 14 of the WDTA to develop a plan in respect of the SO Program and SO.

I am directing the Authority, further to its duties under the WDTA related to its oversight of the SO Program and SO; determine the amount of money required by SO to carry out its responsibilities related to the SO Program under the WDTA; and monitor the effectiveness of SO while the plan is being implemented. To undertake these duties, the Authority should conduct the following activities.

- Ensure that real, potential or apparent conflict of interest concerns have been addressed prior to and during the development of the plan.
- Review the 2020-2025 program budgets for the SO Program jointly with SO to:
 - Develop an approach to ensure sufficient funds are available in relation to the plan.
 - Review SO's proposal to apportion assets, liabilities, rights and obligations among stewards of paper products and packaging and ensure the apportionment is fair and equitable.
- Administer the Datacall, calculate the annual steward obligation, and allocate steward funding to municipalities and First Nation communities including through the administration of the Continuous Improvement Fund in such a way that reflects the following expectations and conditions:
 - While allowing for natural growth of Blue Box services to new residential development or redevelopment, municipalities shall not reduce or expand existing level of Blue Box services that are eligible for funding under the program.
 - The funding for municipalities and First Nation communities to participate in the SO Program shall end over a three-year period between January 1, 2023 and December 31, 2025.
 - SO's role in transferring payments to a municipality or First Nation community under the SO Program shall end on the date that obligated producers have assumed full responsibility for the collection and management of blue box materials from that municipality or First Nation community.
 - The plan shall recognize, and be responsive to, the fact that a future regulation under the RRCEA shall set the criteria and process by which municipalities and First Nation communities will transfer to full producer responsibility.
 - The calculation of the funds due to be paid to each municipality and First Nation community under the SO Program shall be proportional to the number of months in a calendar year in which the municipality or First Nation community remains under the SO Program.
 - The Continuous Improvement Fund shall receive no additional contributions and shall end as soon as practical prior to December 31, 2025.

To facilitate such activities, it is expected that the Authority will obtain quarterly reports from SO within four weeks of the end of each remaining quarter in 2019-2025 regarding SO's revenues and expenditures in order for the Authority to oversee SO's development of the plan and, if approved by the Authority, the implementation of the plan.

When reviewing the plan, the Authority shall assess whether it is consistent with the direction letter issued to SO and its compliance with the WDTA and its regulations.

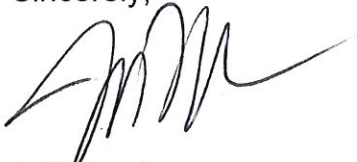
I also expect that the Authority will consult with representatives of municipalities, Indigenous peoples, stewards and other affected parties when assessing SO's proposed plan, as required by subsection 14(14) of the WDTA.

It is my expectation that the Authority shall approve the plan for the SO Program and SO no later than December 31, 2020.

I trust the Authority will engage with SO on an ongoing basis to ensure management of SO's affairs in accordance with the WDTA and its regulations, having regard to the plan for the SO Program and SO.

Lastly, the Authority shall make publicly available on the Authority's website my direction letter to SO as well as this policy direction letter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jeff Yurek', with a stylized, flowing script.

Jeff Yurek
Minister

c: Mr. Serge Imbrogno, Deputy Minister, Ministry of the Environment, Conservation and Parks
Mr. John Coyne, Chair, Stewardship Ontario

The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Planning, Development and Recreation
Division: Planning
Report Number: 2019-227-Planning, Development and Recreation
Prepared By: Karl Doyle, Senior Planner
Meeting Date: December 9, 2019
Subject: Falcon Homes - Part Lot Control

Purpose

The Planning Division has received applications from Falcon Homes Construction Inc. to remove Part Lot Control from Lot(s) 6, 8, 9 and 10 on Registered Plan 52M-43 in the Belfort Estates Subdivision. This has been confirmed by letters received from the applicant's agent, Mr. Mathieu E. Quesnel (Attachment 1).

It is not always normal practice to show the individual semi-detached lots on a Registered Plan of Subdivision, rather, such lots are usually shown as one complete lot and identified as a semi detached lot without the dividing lot line. Reference plans are deposited to indicate the intended division of the said lots to facilitate separate legal description and sale (Attachment 2).

Recommendation

That Council approve the following:

- (a) That Part Lot Control be removed from Lot(s) 6, 8, 9 and 10 on Registered Plan 52M-43, City of Cornwall; and
- (b) That Part Lot Control be reinstated on the semi-detached lots in the Belfort Estates Subdivision, once the subject lots have been created by the appropriate procedure.

Financial Implications

Strategic Priority Implications

Background / Discussion

What is Part Lot Control? Once a Plan of Subdivision has been approved under Section 50 of The Planning Act and registered, a landowner may sell any complete lot on that registered plan even though he may own abutting lots. However, a landowner may not sell a part of his lot or block on a Registered Plan without further consent under Section 50 (5) of The Planning Act. This is referred to as part lot control and has the effect of preventing any division of land in a Registered Plan, other than that allowed for in the approval Plan of Subdivision without approval of the Committee of Adjustment.

The Effect of Removing Part Lot Control: The exception to the above is that Section 50 (7) of The Planning Act enables a municipality to pass a bylaw to remove Part Lot Control from all or part of a Registered Plan of Subdivision. Such a bylaw has the effect of allowing the conveyance of a portion of a lot without requiring the severance approval of the Committee of Adjustment. It is important to note that it has been the traditional practice of developers to use the consent process, as opposed to the removal of Part Lot Control process in further subdividing semis and townhouses once the structures are built. However the surveying to create individual parts for each semi-detached dwelling is essentially the same whether a landowner proceeds with a technical severance or with a Part Lot Control Exemption By-law. It becomes the Surveyor's responsibility to ensure that the dividing line between both dwellings is correctly placed along the centre line of the demising wall between dwelling units. The overriding advantage of the Part Lot Control Exemption By-law is the efficiency it brings to the process. The reason it was created is the overall realization to simplify processes once and only once all the Planning issues have been dealt with. Such is the case with this Subdivision, where the public was notified twice through the Zoning and Subdivision processes. The municipality has exercised its' responsibilities in arriving at a Subdivision Agreement to ensure that all adjacent interests have been addressed. Furthermore, any conditions of development are already imposed as part of the Subdivision Agreement. This is why the Part Lot Control Exemption By-law is more efficient, not only from the builder's point of view but, more importantly, from the municipality's point of view.

Motion to approve the following:

- (a) That Part Lot Control be removed from Lot(s) 6, 8, 9 and 10 on Registered Plan 52M-43, City of Cornwall; and
- (b) That Part Lot Control be reinstated on the semi-detached lots in the Belfort Estates Subdivision, once the subject lots have been created by the appropriate procedure.

Accessibility Impact

Document Title:	Falcon Homes - Part Lot Control - 2019-227-Planning, Development and Recreation.docx
Attachments:	<ul style="list-style-type: none"> - Attachment 1 - Request Letter and Applications.pdf - Attachment 2 Lots 6-8-9-10 RPlans.pdf - Attachment 3 Registered Plan 52M-43.pdf
Final Approval Date:	Dec 3, 2019

This report and all of its attachments were approved and signed as outlined below:

Mary Joyce-Smith - Dec 3, 2019 - 11:51 AM

No Signature - Task assigned to Mark A. Boileau was completed by workflow administrator Manon L. Levesque

Mark A. Boileau - Dec 3, 2019 - 12:02 PM

Maureen Adams - Dec 3, 2019 - 3:29 PM



**Mathieu
Quesnel**
Professional Corporation

Avocats & Notaires ~ Barristers & Solicitors

Mathieu Quesnel, LL.L., LL.B.
Anik Meredith, LL.L., LL.B.
Stéphanie Lalonde, J.D.

November 18, 2019

City of Cornwall
100 Water Street East
Cornwall, ON K6H 5T9

Attention : Karl Doyle

Dear Sir

**RE: FALCON HOME CONSTRUCTION INC.
PART LOT CONTROL
LOT 6, 52M43; CORNWALL**

I am the solicitor acting on behalf of FALCON HOME CONSTRUCTION INC..

Please find enclosed herewith the Application for Removal of Part Lot Control and cheque of \$2,050.00 to cover your administration fee.

Please kindly return to our office three certified copies of the Municipal By-Law approving the Part Lot Control.

We trust the above to be satisfactory and thank you for your cooperation.

Yours very truly,

MATHIEU E QUESNEL.
MQ/cb.
encls.

653, rue Principale St., C.P. 250
Casselman, ON K0A 1M0

Tel: 613.764.2225
Fax: 613.764.2229
info@mqlaw.ca
www.mathieuquesnel.ca



www.cornwall.ca

Department of Planning, Development & Recreation
100 Water Street East, P.O. Box 877
Cornwall, ON K6H 5T9

LIFTING PART LOT CONTROL OR PART LOT CONTROL EXTENSION

*Please select which type you are applying for:

☒ Lifting of Part Lot Control ☐ Extension of Part Lot Control

OWNER/APPLICANT/AGENT INFORMATION

Name & Address of Registered Property Owner <u>Falcon Home Construction Inc.</u> <u>P.O. Box 981</u> <u>Casselman, On K0A1M0.</u> <u>613-223-1330.</u>	Name & Address of Applicant/Agent _____ _____ _____
Phone# & Email Address _____	Phone# & Email Address _____

NOTIFICATION

All communications should be sent to the following (check those that apply):

☐ Owner ☐ Applicant ☒ Agent

LOCATION OF SUBJECT LANDS

Description of the subject land:

Lot	<u>6</u>	Registered Plan No.	<u>52443</u>
Concession	_____	Lot (s) No.	_____
Municipality	_____	Reference Plan No.	<u>52R8285</u>
Street Address	_____	Part(s) No.	<u>1, 2, 3</u>

For any and all previously approved or concurrent development applications, please list application numbers:

Application Type	Application#
Plan of Subdivision	
Site Plan Control	
Previously approved Part Lot Control Exemption	
Plan of Condominium	

If you are applying to have the time limit extended on a previous Part Lot Control Exemption, please indicate the By-law number and the date it was passed:

By-law # _____

Date Passed: _____

Why are you applying to lift Part Lot Control? Please check the option that best describes your project:

☒ We are creating new single-detached, semi-detached or townhouse dwellings or lots, all of which front on a public street. We would like to subdivide the property in order to create freehold units or lots.

☐ We are creating new single-detached, semi-detached or townhouse dwellings or lots, some or all of which do not front on a public street. We would like to subdivide the property in order to create freehold units or lots.

☐ This is an application to extend a previous Part Lot Control Exemption.

☐ Other (please describe):

--

ARE THERE ANY ENCUMBRANCES (ex; mortgages, easements, right of way etc...) AFFECTING THE SUBJECT LANDS?

☐ Yes ☒ No

If yes, please describe:

DESCRIPTION OF SUBJECT LANDS

Please attach a scaled sketch of the subject property noting dimensions and existing building footprints.

Are there any buildings or structures on the subject land? ☒ Yes ☐ No

If the answer to above is yes, provide the following information for each building or structure (attach additional pages, if required):

Type of building or structure: Semi-detached
Distance from lot lines: _____
Height above grade: _____
Dimensions (attach sketch): _____
Floor area: _____

Are any buildings or structures proposed? ☐ Yes ☐ No

If the answer to above is yes, provide the following information for each building or structure proposed (attach additional pages, if required):

Type of building or structure: _____
Distance from lot lines: _____
Height above grade: _____
Dimensions (attach sketch): _____
Floor area: _____

CONSENT OF OWNER TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION

If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

I, _____ am the owner of the land that is the subject of this application for consent and for the purpose of the Freedom of Information & Privacy Act, I authorize and consent to the use by, or the disclosure to, any person or public body of any personal information that is collected under the authority of the Planning Act for the purpose of processing this application.

Owner's Signature _____

Date _____

AFFIDAVIT

I, Marc Brisson of the Nation Municipality of _____
in the Province of Ontario.

Make oath and say (or solemnly declare) that all the above information and statements contained in this application are true and that the information contained in documents that accompany this application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Sworn (or declared) before me at the Village of Casselman in the
Province of Ontario this 18 day of Nov, 2019


Commissioner of Oaths, etc.

Marie Chantal Georgette Brisson,
a Commissioner, etc., Province of Ontario,
for Mathieu Quesnel Professional Corporation
Barrister and Solicitor. Expires March 2, 2022

\$ 2050.00

Deposit provided by: ☐ Owner ☒ Agent

Applicant's Signature _____

Date: Nov 18, 2019



Mathieu Quesnel
Professional Corporation
Avocats & Notaires ~ Barristers & Solicitors

Mathieu Quesnel, LL.L., LL.B.
Anik Meredith, LL.L., LL.B.
Stéphanie Lalonde, J.D.

November 18, 2019

City of Cornwall
100 Water Street East
Cornwall, ON K6H 5T9

Attention : Karl Doyle

Dear Sir

**RE: FALCON HOME CONSTRUCTION INC.
PART LOT CONTROL
LOT 8, 52M43; CORNWALL**

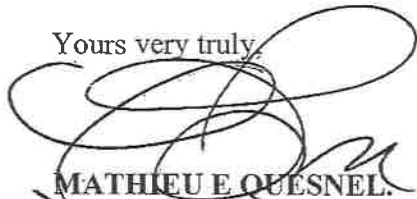
I am the solicitor acting on behalf of FALCON HOME CONSTRUCTION INC..

Please find enclosed herewith the Application for Removal of Part Lot Control and cheque of \$2,050.00 to cover your administration fee.

Please kindly return to our office three certified copies of the Municipal By-Law approving the Part Lot Control.

We trust the above to be satisfactory and thank you for your cooperation.

Yours very truly,


MATHIEU E. QUESNEL
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Department of Planning, Development & Recreation
100 Water Street East, P.O. Box 877
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LIFTING PART LOT CONTROL OR PART LOT CONTROL EXTENSION

*Please select which type you are applying for:

☒ Lifting of Part Lot Control ☐ Extension of Part Lot Control

OWNER/APPLICANT/AGENT INFORMATION

Name & Address of Registered Property Owner

Falcon Home Construction Inc.
PO Box 981
Casselman, On K0A 1M0
613-223-1330

Phone# & Email Address

Name & Address of Applicant/Agent

Mathieu Guesnel
653 Principale
Casselman On
K0A 1M0

Phone# & Email Address

613-764-2225

NOTIFICATION

All communications should be sent to the following (check those that apply):

☐ Owner ☐ Applicant ☒ Agent

DESCRIPTION OF SUBJECT LANDS

Description of the subject land:

Lot 8
Concession _____
Municipality _____
Street Address _____

Registered Plan No. 52M43
Lot (s) No. _____
Reference Plan No. 52R
Part(s) No. 1 2

For any and all previously approved or concurrent development applications, please list application numbers:

Application Type	Application#
Plan of Subdivision	
Site Plan Control	
Previously approved Part Lot Control Exemption	
Plan of Condominium	

If you are applying to have the time limit extended on a previous Part Lot Control Exemption, please indicate the By-law number and the date it was passed:

By-law # _____

Date Passed: _____

Why are you applying to lift Part Lot Control? Please check the option that best describes your project:

☒ We are creating new single-detached, semi-detached or townhouse dwellings or lots, all of which front on a public street. We would like to subdivide the property in order to create freehold units or lots.

☐ We are creating new single-detached, semi-detached or townhouse dwellings or lots, some or all of which do not front on a public street. We would like to subdivide the property in order to create freehold units or lots.

☐ This is an application to extend a previous Part Lot Control Exemption.

☐ Other (please describe):

--

ARE THERE ANY ENCUMBRANCES (ex; mortgages, easements, right of way etc...) AFFECTING THE SUBJECT LANDS?

☐ Yes ☒ No

If yes, please describe:

DESCRIPTION OF SUBJECT LANDS

Please attach a scaled sketch of the subject property noting dimensions and existing building footprints.

Are there any buildings or structures on the subject land? ☒ Yes ☐ No

If the answer to above is yes, provide the following information for each building or structure (attach additional pages, if required):

Type of building or structure: Semi- Detached
Distance from lot lines: _____
Height above grade: _____
Dimensions (attach sketch): _____
Floor area: _____

Are any buildings or structures proposed? ☐ Yes ☐ No

If the answer to above is yes, provide the following information for each building or structure proposed (attach additional pages, if required):

Type of building or structure: _____
Distance from lot lines: _____
Height above grade: _____
Dimensions (attach sketch): _____
Floor area: _____

CONSENT OF OWNER TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION

If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

I, _____ am the owner of the land that is the subject of this application for consent and for the purpose of the Freedom of Information & Privacy Act, I authorize and consent to the use by, or the disclosure to, any person or public body of any personal information that is collected under the authority of the Planning Act for the purpose of processing this application.

Owner's Signature _____


Date _____

AFFIDAVIT

I, Marc Brisson of the Nation Municipality of _____ in the Province of Ontario.

Make oath and say (or solemnly declare) that all the above information and statements contained in this application are true and that the information contained in documents that accompany this application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Sworn (or declared) before me at the Village of Casselman in the Province of Ontario this 18 day of Nov, 2019


Commissioner of Oaths, etc.

Marie Chantal Georgette Brisson,
a Commissioner, etc., Province of Ontario,
for Mathieu Quesnel Professional Corporation
Barrister and Solicitor. Expires March 2, 2022

\$ 2050.00

Deposit provided by: ☐ Owner ☒ Agent

Applicant's Signature _____

Date: Nov 18, 2019



Mathieu Quesnel
Professional Corporation

Avocats & Notaires ~ Barristers & Solicitors

Mathieu Quesnel, LL.L., LL.B.
Anik Meredith, LL.L., LL.B.
Stéphanie Lalonde, J.D.

November 18, 2019

City of Cornwall
100 Water Street East
Cornwall, ON K6H 5T9

Attention : Karl Doyle

Dear Sir

**RE: FALCON HOME CONSTRUCTION INC.
PART LOT CONTROL
LOT 9, 52M43; CORNWALL**

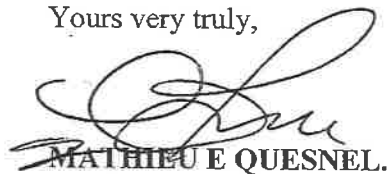
I am the solicitor acting on behalf of FALCON HOME CONSTRUCTION INC..

Please find enclosed herewith the Application for Removal of Part Lot Control and cheque of \$2,050.00 to cover your administration fee.

Please kindly return to our office three certified copies of the Municipal By-Law approving the Part Lot Control.

We trust the above to be satisfactory and thank you for your cooperation.

Yours very truly,



MATHIEU E QUESNEL.

MQ/cb.
encls.

653, rue Principale St., C.P. 250
Casselman, ON K0A 1M0

Tel: 613.764.2225
Fax: 613.764.2229
info@mqlaw.ca
www.mathieuquesnel.ca



www.cornwall.ca

Department of Planning, Development & Recreation

100 Water Street East, P.O. Box 877

Cornwall, ON K6H 5T9

LIFTING PART LOT CONTROL OR PART LOT CONTROL EXTENSION

*Please select which type you are applying for:

☒ Lifting of Part Lot Control ☐ Extension of Part Lot Control

OWNER/APPLICANT/AGENT INFORMATION

Name & Address of Registered Property Owner

Falcon Home Construction Inc.
P.O. Box 981
Casselman, On K0A 1M0

Phone# & Email Address

613-223-1330

Name & Address of Applicant/Agent

Mathieu Guesnel
653 Principale
Casselman, On

Phone# & Email Address

613-964-2225

NOTIFICATION

All communications should be sent to the following (check those that apply):

☐ Owner

☐ Applicant

☒ Agent

LOCATION OF SUBJECT LANDS

Description of the subject land:

Lot

9

Concession

Municipality

Street Address

Registered Plan No.

Lot (s) No.

Reference Plan No.

Part(s) No.

52M43

52R8238

1 and 2

For any and all previously approved or concurrent development applications, please list application numbers:

Application Type	Application#
Plan of Subdivision	
Site Plan Control	
Previously approved Part Lot Control Exemption	
Plan of Condominium	

If you are applying to have the time limit extended on a previous Part Lot Control Exemption, please indicate the By-law number and the date it was passed:

By-law # _____

Date Passed: _____

Why are you applying to lift Part Lot Control? Please check the option that best describes your project:

☒ We are creating new single-detached, semi-detached or townhouse dwellings or lots, all of which front on a public street. We would like to subdivide the property in order to create freehold units or lots.

☐ We are creating new single-detached, semi-detached or townhouse dwellings or lots, some or all of which do not front on a public street. We would like to subdivide the property in order to create freehold units or lots.

☐ This is an application to extend a previous Part Lot Control Exemption.

☐ Other (please describe):

ARE THERE ANY ENCUMBRANCES (ex; mortgages, easements, right of way etc...) AFFECTING THE SUBJECT LANDS?

☐ Yes ☒ No

If yes, please describe:

DESCRIPTION OF SUBJECT LANDS

Please attach a scaled sketch of the subject property noting dimensions and existing building footprints.

Are there any buildings or structures on the subject land? ☒ Yes

If the answer to above is yes, provide the following information for each building or structure (attach additional pages, if required):

Type of building or structure: Semi-detached
Distance from lot lines: _____
Height above grade: _____
Dimensions (attach sketch): _____
Floor area: _____

Are any buildings or structures proposed? ☐ Yes ☐ No

If the answer to above is yes, provide the following information for each building or structure proposed (attach additional pages, if required):

Type of building or structure: _____
Distance from lot lines: _____
Height above grade: _____
Dimensions (attach sketch): _____
Floor area: _____

CONSENT OF OWNER TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION

If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

I, _____ am the owner of the land that is the subject of this application for consent and for the purpose of the Freedom of Information & Privacy Act, I authorize and consent to the use by, or the disclosure to, any person or public body of any personal information that is collected under the authority of the Planning Act for the purpose of processing this application.

Owner's Signature _____

Date _____

AFFIDAVIT

I, Marc Brisson of the Nation Municipality of
_____ in the Province of Ontario.

Make oath and say (or solemnly declare) that all the above information and statements contained in this application are true and that the information contained in documents that accompany this application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Sworn (or declared) before me at the Village of Pasdelman in the
Province of Ontario this 18 day of Nov, 2019


Commissioner of Oaths, etc.

Marie Chantal Georgette Brisson,
a Commissioner, etc., Province of Ontario,
for Mathieu Quesnel Professional Corporation
Barrister and Solicitor. Expires March 2, 2022

\$ 2050.00

Deposit provided by: ☐ Owner ☒ Agent

Applicant's Signature 

Date: Nov 18, 2019



Mathieu Quesnel
Professional Corporation
Avocats & Notaires ~ Barristers & Solicitors

Mathieu Quesnel, LL.L., LL.B.
Anik Meredith, LL.L., LL.B.
Stéphanie Lalonde, J.D.

November 18, 2019

City of Cornwall
100 Water Street East
Cornwall, ON K6H 5T9

Attention : Karl Doyle

Dear Sir

**RE: FALCON HOME CONSTRUCTION INC.
PART LOT CONTROL
LOT 10, 52M43; CORNWALL**

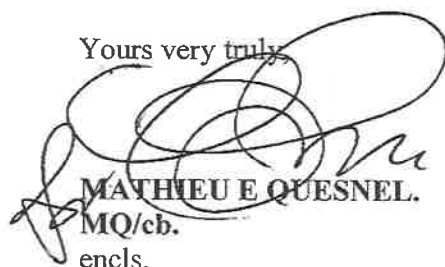
I am the solicitor acting on behalf of FALCON HOME CONSTRUCTION INC..

Please find enclosed herewith the Application for Removal of Part Lot Control and cheque of \$2,050.00 to cover your administration fee.

Please kindly return to our office three certified copies of the Municipal By-Law approving the Part Lot Control.

We trust the above to be satisfactory and thank you for your cooperation.

Yours very truly,


MATHIEU E. QUESNEL.
MQ/cb.
encls.

653, rue Principale St., C.P. 250
Casselman, ON K0A 1M0

Tel: 613.764.2225
Fax: 613.764.2229
info@mqlaw.ca
www.mathieuquesnel.ca



www.cornwall.ca

Department of Planning, Development & Recreation
100 Water Street East, P.O. Box 877
Cornwall, ON K6H 5T9

LIFTING PART LOT CONTROL OR PART LOT CONTROL EXTENSION

*Please select which type you are applying for:

☒ Lifting of Part Lot Control ☐ Extension of Part Lot Control

OWNER/APPLICANT/AGENT INFORMATION

Name & Address of Registered Property Owner <u>Falcon Home Construction Inc.</u> <u>P.O. Box 981</u> <u>Passelman On HORIZON</u>	Name & Address of Applicant/Agent <u>Mathieu Buesnel</u> <u>653 Principale</u> <u>Passelman On</u> <u>HORIZON</u>
Phone# & Email Address <u>(613) 223-1330</u>	Phone# & Email Address <u>(613) 764-2225</u>

NOTIFICATION

All communications should be sent to the following (check those that apply):

☐ Owner ☐ Applicant ☒ Agent

LOCATION OF SUBJECT LANDS

Description of the subject land:	
Lot <u>10</u>	Registered Plan No. <u>52443</u>
Concession _____	Lot (s) No. _____
Municipality _____	Reference Plan No. <u>52R</u>
Street Address _____	Part(s) No. <u>1, 2</u>

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www.cornwall.ca

For any and all previously approved or concurrent development applications; please list application numbers:

Application Type	Application#
Plan of Subdivision	
Site Plan Control	
Previously approved Part Lot Control Exemption	
Plan of Condominium	

If you are applying to have the time limit extended on a previous Part Lot Control Exemption, please indicate the By-law number and the date it was passed:

By-law # _____

Date Passed: _____

Why are you applying to lift Part Lot Control? Please check the option that best describes your project:

☒ We are creating new single-detached, semi-detached or townhouse dwellings or lots, all of which front on a public street. We would like to subdivide the property in order to create freehold units or lots.

☐ We are creating new single-detached, semi-detached or townhouse dwellings or lots, some or all of which do not front on a public street. We would like to subdivide the property in order to create freehold units or lots.

☐ This is an application to extend a previous Part Lot Control Exemption.

☐ Other (please describe):

ARE THERE ANY ENCUMBRANCES (ex; mortgages, easements, right of way etc...) AFFECTING THE SUBJECT LANDS?

☐ Yes ☒ No

If yes, please describe:

DESCRIPTION OF SUBJECT LANDS

Please attach a scaled sketch of the subject property noting dimensions and existing building footprints.

Are there any buildings or structures on the subject land? ☒ Yes ☐ No

If the answer to above is yes, provide the following information for each building or structure (attach additional pages, if required):

Type of building or structure: Semi-Detached
Distance from lot lines: _____
Height above grade: _____
Dimensions (attach sketch): _____
Floor area: _____

Are any buildings or structures proposed? ☐ Yes ☐ No

If the answer to above is yes, provide the following information for each building or structure proposed (attach additional pages, if required):

Type of building or structure: _____
Distance from lot lines: _____
Height above grade: _____
Dimensions (attach sketch): _____
Floor area: _____

CONSENT OF OWNER TO THE USE AND DISCLOSURE OF PERSONAL INFORMATION

If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below.

I, _____ am the owner of the land that is the subject of this application for consent and for the purpose of the Freedom of Information & Privacy Act, I authorize and consent to the use by, or the disclosure to, any person or public body of any personal information that is collected under the authority of the Planning Act for the purpose of processing this application.

Owner's Signature _____

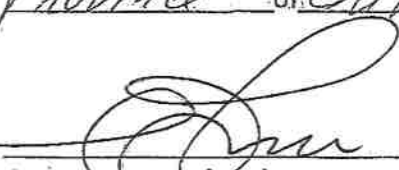
Date _____

AFFIDAVIT

I, Marc Brisson of the Nation Municipality of _____ in the Province of Ontario.

Make oath and say (or solemnly declare) that all the above information and statements contained in this application are true and that the information contained in documents that accompany this application are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Sworn (or declared) before me at the Village of Casselman in the Province of Ontario this 18 day of Nov, 2019


Commissioner of Oaths, etc.

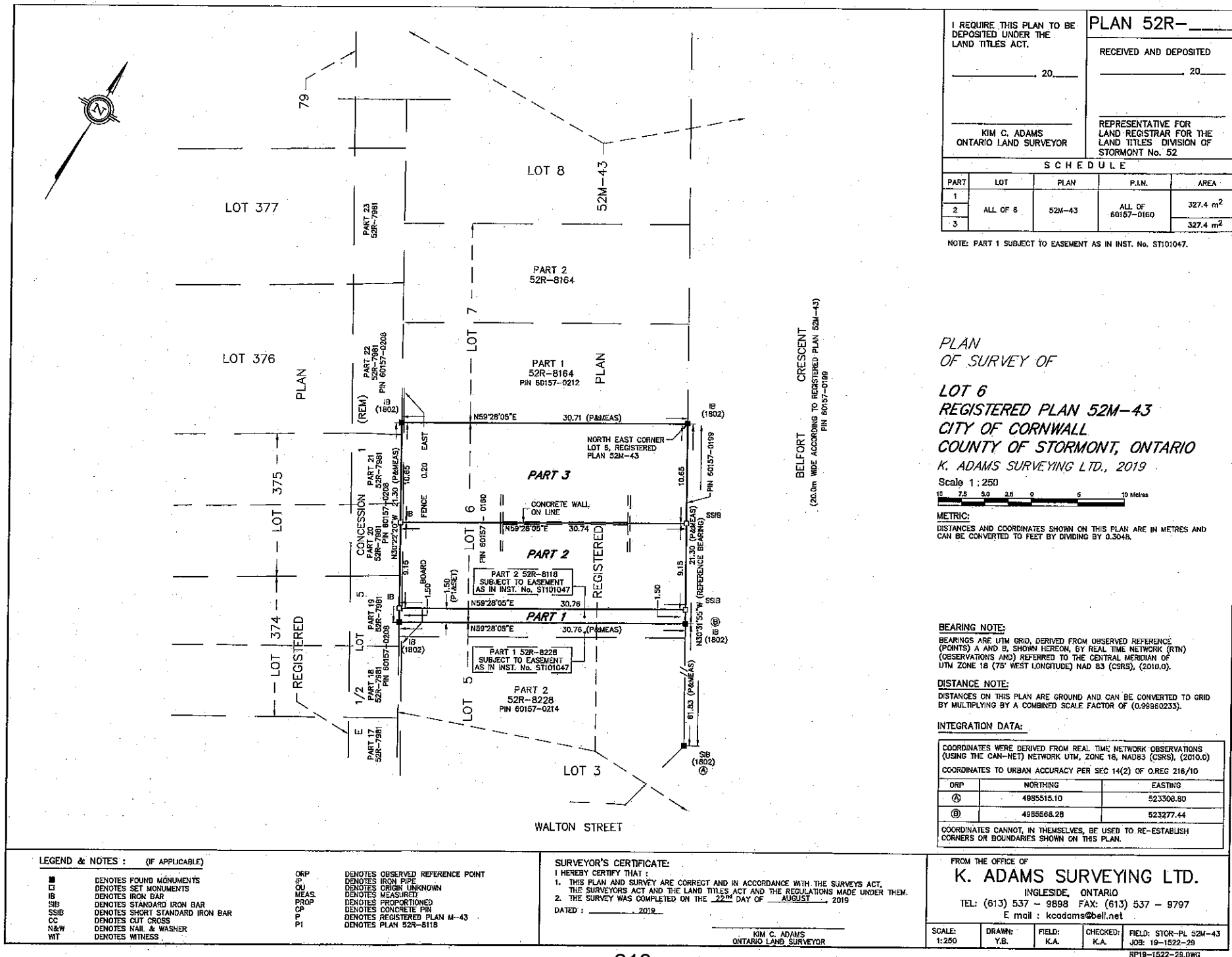
Marie Chantal Georgette Brisson,
a Commissioner, etc., Province of Ontario,
for Mathieu Quesnel Professional Corporation
Barrister and Solicitor. Expires March 2, 2022

\$ 2050.00

Deposit provided by: ☐ Owner ☒ Agent

Applicant's Signature _____

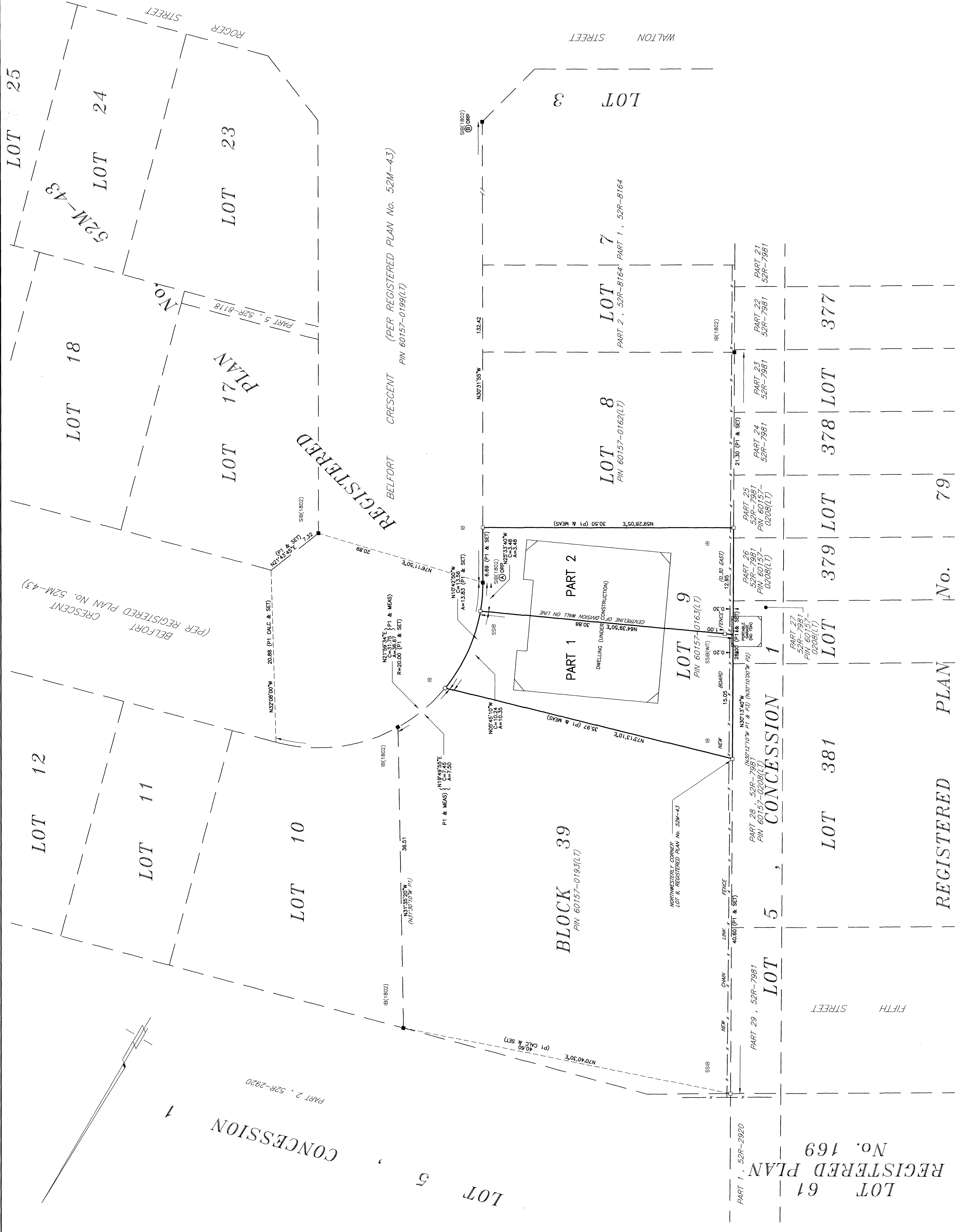
Date: Nov 18, 2019



PLAN 52R-8238
RECEIVED AND DEPOSITED
May 30th 2019

May 29, 2019
Ron M. Jason, O.L.E.
REGISTERAR FOR THE LAND
DIVISION OF STORMONT (No. 52)

SCHEDULE			
PART	LOT	PLAN	PIN
1	ALL OF 9	52M-43	ALL OF 60157-0163(LT)
2			



PLAN OF SURVEY OF
LOT 9
REGISTERED PLAN No. 52M-43
CITY OF CORNWALL
COUNTY OF STORMONT
RON M. JASON O.L.S.
SCALE: 1:200

M E T R I C
DISTANCES AND COORDINATES SHOWN ON
THIS PLAN ARE IN METRES AND CAN BE
CONVERTED TO FEET BY DIVIDING BY 0.3048.

NOTES
DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY
MULTIPLYING THE DISTANCES BY A COMBINED SCALE FACTOR OF 0.9998014.
COORDINATES CANNOT IN THEMSELVES BE USED TO RE-ESTABLISH
CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.
COORDINATE VALUES ARE TO A URBAN ACCURACY IN ACCORDANCE WITH
SECTION 14 (2) OF O. REG. 210/10.
BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS
AND ARE REFERRED TO THE CENTRAL MERIDIAN OF UTM ZONE 18, (75W)
NAD83 (GSR) (2010).
BEARING COMPARISONS SHOWN ARE WITH UNDERLYING PLANS.

COORDINATES WERE DERIVED FROM REAL-TIME
NETWORK OBSERVATIONS USING THE CAN-NET
NETWORK UTM, ZONE 18, NAD83 (GSR) (2010)

STATION	NORTHING	EASTING
A	4985629.110	523241.543
B	4985515.050	523308.633

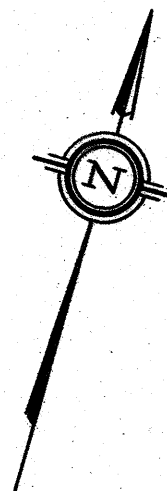
- LEGEND**
- DENOTES PLANTED MONUMENT
 - DENOTES FOUND MONUMENT
 - SB DENOTES STANDARD IRON BAR
 - SSB DENOTES SHORT STANDARD IRON BAR
 - CB DENOTES CONCRETE MONUMENT
 - CC DENOTES CUT CROSS
 - W DENOTES WOOD PIPE
 - WT DENOTES WITNESS
 - AC DENOTES ACCEPTED
 - INST DENOTES INSTRUMENT
 - FB DENOTES FENCE
 - P1 DENOTES REGISTERED PLAN No. 52M-43
 - P2 DENOTES PLAN 52R-7981
 - P3 DENOTES PLAN 52R-8164

SURVEYOR'S CERTIFICATE
I CERTIFY THAT:
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH
THE SURVEY ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT
AND THE SURVEYING REGULATIONS MADE THEREUNDER.
2. THE SURVEY WAS COMPLETED ON THE 18th DAY OF MAY, 2019.

May 29, 2019
Ron M. Jason
ONTARIO LAND SURVEYOR

Ron M. Jason Surveying Ltd.
ONTARIO & CANADA LAND SURVEYORS
PRESCOTT
REF: 18-10-76

E 1/2 LOT 5 CONCESSION 1
PART 2 52R-2920
PIN 60157-0125



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

Nov 26, 2019

K. Adams
KIM C. ADAMS
ONTARIO LAND SURVEYOR

PLAN 52R-8287

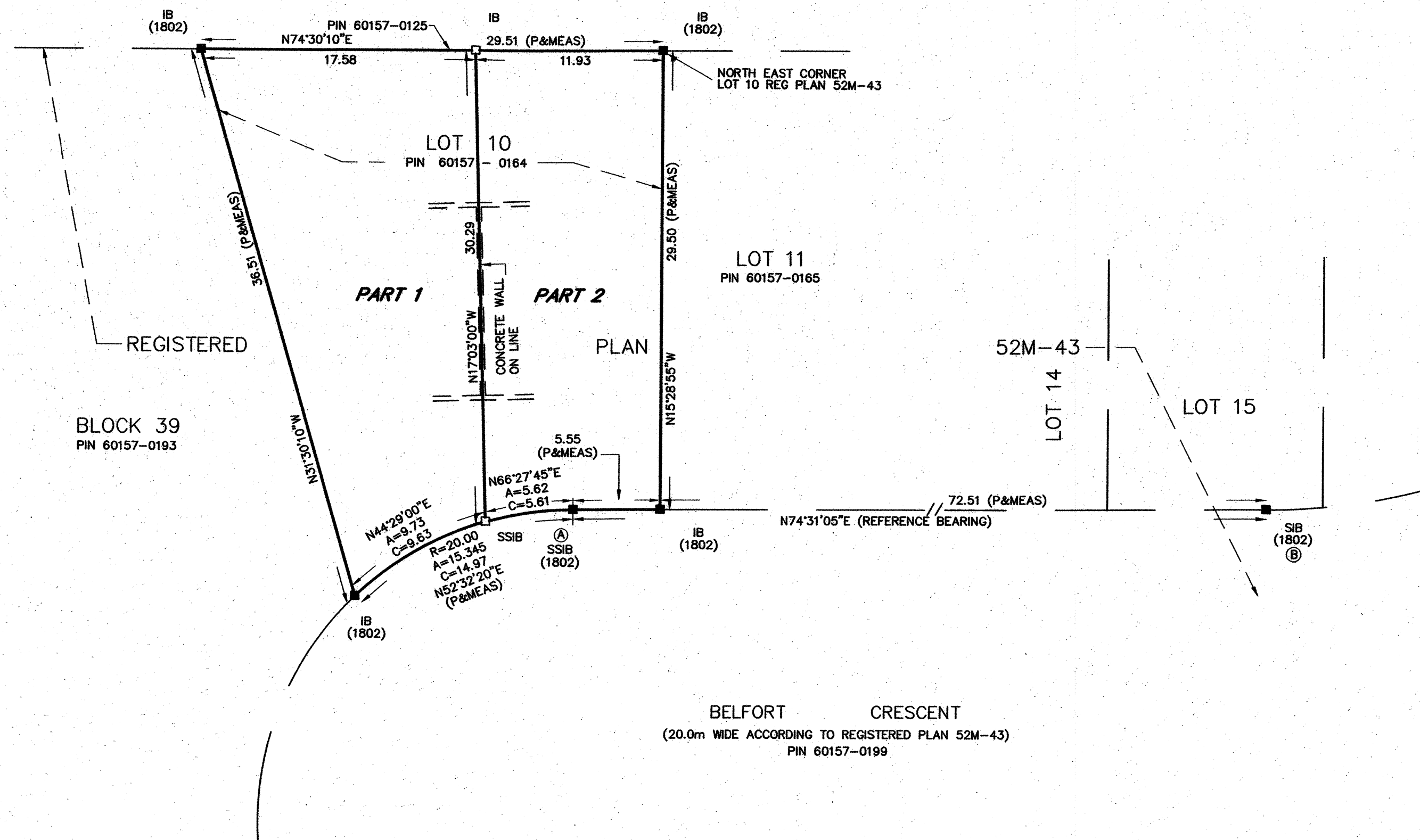
RECEIVED AND DEPOSITED

Nov 26, 2019

Amie M. McDiol
REPRESENTATIVE FOR
LAND REGISTRAR FOR THE
LAND TITLES DIVISION OF
STORMONT No. 52

SCHEDULE

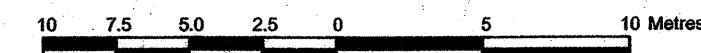
PART	LOT	PLAN	P.I.N.	AREA
1	ALL OF 10	52M-43	ALL OF 60157-0164	433 m ²
2				341 m ²



PLAN
OF SURVEY OF

LOT 10
REGISTERED PLAN 52M-43
CITY OF CORNWALL
COUNTY OF STORMONT, ONTARIO
K. ADAMS SURVEYING LTD., 2019

Scale 1:250



METRIC:

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

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).

DISTANCE NOTE:

DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID
BY MULTIPLYING BY A COMBINED SCALE FACTOR OF (0.99960233).

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)	4985658.54	523253.45
(B)	4985679.37	523328.65

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

LEGEND & NOTES : (IF APPLICABLE)

■ DENOTES FOUND MONUMENTS
□ DENOTES SET MONUMENTS
IB DENOTES IRON BAR
SIB DENOTES STANDARD IRON BAR
SSIB DENOTES SHORT STANDARD IRON BAR
CC DENOTES CUT CROSS
N&W DENOTES NAIL & WASHER
WIT DENOTES WITNESS

ORP DENOTES OBSERVED REFERENCE POINT
IP DENOTES IRON PIPE
OU DENOTES ORIGIN UNKNOWN
MEAS. DENOTES MEASURED
PROP DENOTES PROPORTIONED
CP DENOTES CONCRETE PIN
P DENOTES REGISTERED PLAN M-43

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 20th DAY OF SEPTEMBER, 2019

DATED : Nov 26, 2019

K. Adams
KIM C. ADAMS
ONTARIO LAND SURVEYOR

FROM THE OFFICE OF

K. ADAMS SURVEYING LTD.

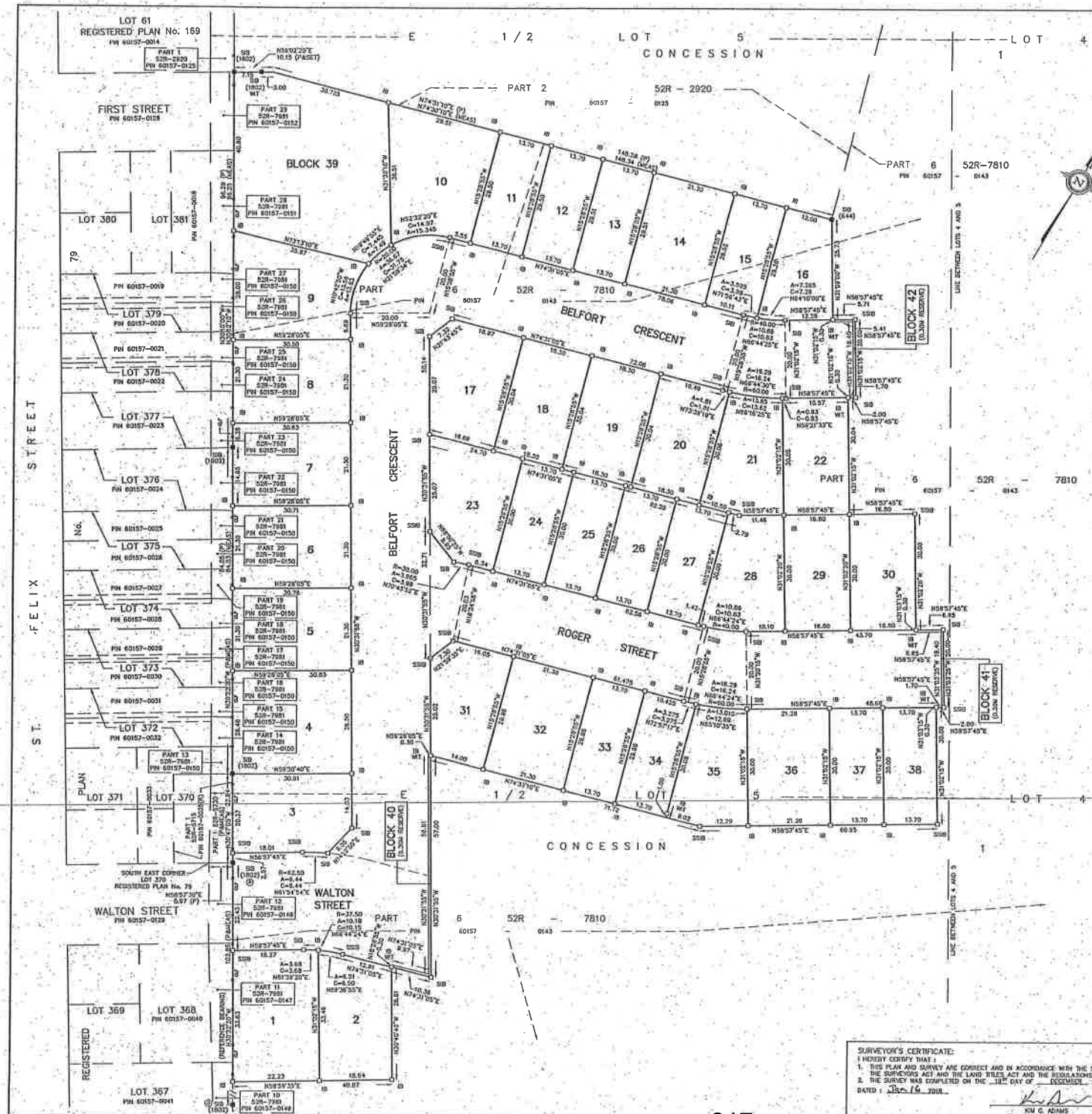
INGLESIDE, ONTARIO

TEL: (613) 537 - 9898 FAX: (613) 537 - 9797

E mail : kcadams@bell.net

SCALE: 1:250	DRAWN: Y.B.	FIELD: K.A.	CHECKED: K.A.	FIELD: STOR-PL 52M-43 JOB: 19-1522-30
-----------------	----------------	----------------	------------------	--

RP19-1522-30.DWG



THIS FINAL PLAN OF SUBDIVISION IS APPROVED UNDER SECTION 51 (5B) OF THE PLANNING ACT, R.S.O. 1990 THIS DAY OF 10th 2018

[Signature]
MAYOR
[Signature]
CLERK

PLAN 52M-73

I CERTIFY THAT THIS PLAN IS REGISTERED IN THE LAND REGISTRY OFFICE FOR THE LAND TITLES DIVISION OF STORMONT NO. 52 AT 11:23 O'CLOCK ON THE 17th DAY OF JANUARY 2018 AND ENTERED IN THE PARCEL REGISTER FOR PART OF PROPERTY IDENTIFIER 60157-0143 AND THE REQUIRED CONSENTS ARE REGISTERED AS PLAN DOCUMENT NUMBER 5195650

[Signature]
REPRESENTATIVE FOR LAND REGISTRAR

THIS PLAN COMPLETES PART OF THE LAND DESCRIBED IN PIN 60157-0143

PLAN OF SUBDIVISION OF
PART OF E 1/2 LOT 5
CONCESSION 1
GEOGRAPHIC TOWNSHIP OF CORNWALL
CITY OF CORNWALL
COUNTY OF STORMONT, ONTARIO
K. ADAMS SURVEYING LTD., 2018

Scale 1:500

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

LEGEND & NOTES: (IF APPLICABLE)

- DENOTES FOUND MONUMENTS
- DENOTES SET MONUMENTS
- DENOTES IRON PIN
- SB DENOTES STANDARD IRON BAR
- SB DENOTES SHORT STANDARD IRON BAR
- CG DENOTES CUT ORIGIN
- N.W. DENOTES NAIL & WASHER
- WT DENOTES WITNESS
- DENOTES IRON PIPE
- DENOTES IRON UPRIGHT
- MEAL DENOTES MEASURED
- PROF DENOTES PROPORTIONED
- CP DENOTES CONCRETE PIN
- CLF DENOTES PLAIN CONCRETE
- ORP DENOTES CHAINLINK FENCE & ON LINE
- ORP DENOTES OBSERVED REFERENCE POINT

BEARING NOTE:
BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS A AND B, SHOWN HEREON BY REAL-TIME NETWORK (RTN) OBSERVATIONS AND ARE REFERRED TO THE CENTRAL MERIDIAN OF UTM ZONE 18 (2° WEST LONGITUDE) HAD 83 (CGSD) (2010.0).

DISTANCE NOTE:
DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY A CORRECTION SCALE FACTOR OF 0.9990233.

INTEGRATION DATA:

COORDINATES WERE DERIVED FROM REAL-TIME NETWORK OBSERVATIONS USING THE CAN-MET NETWORK UTM, ZONE 18, HAD83 (CGSD) (2010.0) COORDINATES TO URBAN ACCURACY PER SEC 14(2) OF OREG 216/10

POINT	NORTHING	EASTING
(1)	4985481.81	523286.78
(2)	4985402.35	523336.55

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

OWNERS CERTIFICATE:
THIS IS TO CERTIFY THAT:
1. LOTS 1 TO 38 BORN HEREIN, BLOCK 39, THE STREETS NAMELY WALTON STREET, ROGER STREET AND BELFORT CRESCENT AND THE 0.3M RESERVES BEING BLOCKS 40, 41 AND 42 HAVE BEEN Laid OUT IN ACCORDANCE WITH OUR INSTRUCTIONS.
2. THE STREETS, WALTON STREET, ROGER STREET AND BELFORT CRESCENT ARE HEREBY DEDICATED TO THE CORPORATION OF THE CITY OF CORNWALL AS PUBLIC HIGHWAYS.

DATED THE 10th DAY OF JAN 2018

[Signature]
KIM C. ADAMS, (PRESIDENT)
1425647 ONTARIO INC.
I HAVE THE AUTHORITY TO SIGN THE CORPORATION

SURVEYOR'S CERTIFICATE:
I HEREBY CERTIFY THAT:
1. THIS PLAN AND SURVEY ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT,
THE SURVEYS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE 10th DAY OF JANUARY 2018.

DATED: 10th JAN 2018

[Signature]
KIM C. ADAMS
ONTARIO LAND SURVEYOR

FROM THE OFFICE OF
K. ADAMS SURVEYING LTD.
INCORPORATED, ONTARIO
TEL: (613) 537-0818 FAX: (613) 537-9797
E mail: k.adams@k-as.net

SCALE:	DRAWN:	FIELD:	DRAWN:	FIELD:
1:500	Y.B.	K.A.	K.A.	K.A.

FILE: COT-1-45
JOB: 17-1521-1
SUBDIVISION: 52M-73-1-1-1

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2019-150

Department: Corporate Services
Division: Clerk's Division
By-law Number: 2019-150
Report Number: 2019-245-Corporate Services
Meeting Date: December 9, 2019
Subject: Annual Remuneration and Expenses to Members of Council

Whereas a legislative change to eliminate the one-third tax exemption took effect on January 1, 2019; and

Whereas Council deems it necessary and desirable to enact a By-law to establish the rate of remuneration for Members of Council.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. Mayor's annual remuneration

- a. Effective January 1st, 2019, the Mayor shall be paid an annual indemnity of \$55,020 until December 31st, 2019.
- b. Effective January 1st, 2020 and every January 1st thereafter, the Mayor's annual remuneration shall be adjusted in accordance to the annual rate of inflation as defined by the Consumer Price Index (CPI) by Statistics Canada;
- c. Annual compensation as a Member of the Cornwall Police Services Board in accordance to the established remuneration.
- d. A monthly car allowance at \$160.00 per month.
- e. Benefits shall be paid for Dental, LTD, and Life Insurance.

- f. Compensation for pension benefits as per the established payment rate under the Ontario Municipal Employees Retirement Plan paid out for the purchase of RRSP's.

2. Councillor's Annual Remuneration

- a. Effective January 1st, 2019 the Councillor's base salary for 2018 shall be adjusted by \$1,722.50 resulting in a base salary of \$17,971.72 due to the elimination of the one-third tax exemption.
- b. Effective January 1st, 2020 and every January 1st thereafter, the Councillor's base indemnity shall be adjusted by \$1,342.80 for the years 2020 (\$19,314.52), 2021 (\$20,657.32) and 2022 (\$22,000.12).

Read, signed and sealed in open Council this 9th day of December, 2019.

Manon L. Levesque
City Clerk

Bernadette Clement
Mayor

Report Approval Details

Document Title:	By-law - Council Remuneration - 2019-245-Corporate Services.docx
Attachments:	
Final Approval Date:	Dec 4, 2019

This report and all of its attachments were approved and signed as outlined below:

Manon L. Levesque - Dec 4, 2019 - 9:29 AM

Geoffrey Clarke - Dec 4, 2019 - 10:08 AM

Tracey Bailey - Dec 4, 2019 - 12:14 PM

Maureen Adams - Dec 4, 2019 - 12:34 PM

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2019-151

Department: Financial Services
Division: Finance
By-law Number: 2019-151
Report Number: 2019-221-Financial Services
Meeting Date: December 9, 2019
Subject: A By-law to authorize the borrowing of funds to provide financing for capital works and vehicles

Whereas the Municipal Act 2001, S.O. 2001, Chapter 25, Section 401 authorizes a municipality to incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter into prescribed financial agreements for or in relation to the debt; and

Whereas Ontario Regulation 276/02, as amended, permits a municipality to enter into a bank loan agreement for the purpose of long-term borrowing; and

Whereas the Council of the Corporation of the City of Cornwall endorsed the financing of 2018 MW Fleet, 2019 MW Fleet (Pickup Trucks), 2018/19 Streetlighting and Pole Replacement programs, 2018 Transit Bus and 2019 Transit Equipment; and

Whereas the amount to be loaned is within the debt and financial obligation limit of the Corporation of the City of Cornwall as established by legislation; and

Whereas it is necessary to borrow the sum of \$3,045,000 upon the credit of the Corporation.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That the Corporation of the City of Cornwall is hereby authorized to enter into a Financing Agreement with TD Canada Trust for the sum of \$330,000 (2018 MW Fleet) repayable in equal monthly instalments amortized over 3 years;
2. That the Corporation of the City of Cornwall is hereby authorized to enter into a Financing Agreement with TD Canada Trust for the sum of \$1,160,000 (2019 MW Fleet – Pickup Trucks) repayable in equal monthly instalments amortized over 8 years;
3. That the Corporation of the City of Cornwall is hereby authorized to enter into a Financing Agreement with TD Canada Trust for the sum of \$750,000 (2018/19 Streetlighting and Pole Replacement programs) repayable in equal monthly instalments amortized over 8 years;
4. That the Corporation of the City of Cornwall is hereby authorized to enter into a Financing Agreement with TD Canada Trust for the sum of \$565,000 (2018 Transit Bus) repayable in equal monthly instalments amortized over 5 years;
5. That the Corporation of the City of Cornwall is hereby authorized to enter into a Financing Agreement with TD Canada Trust for the sum of \$240,000 (2019 Transit Equipment) repayable in equal monthly instalments amortized over 3 years;
6. Commencing in January 2020 and thereafter during the specified repayment schedules the required principal and interest shall be levied and raised annually by a rate sufficient therefore over and above all other rates on all the ratable property in the municipality at the same time and in the same manner as other rates.

7. That this by-law shall take effect on the day of the final passing thereof.
8. That the Mayor and Clerk be hereby authorized to sign on behalf of the Corporation of the City of Cornwall all documents necessary to effectively complete the transaction.

Read, signed and sealed in open Council this 9th day of December, 2019.

Manon L. Levesque
City Clerk

Bernadette Clement
Mayor

Report Approval Details

Document Title:	By-law Authorizing Borrowing of Funds - 2019-221-Financial Services.docx
Attachments:	
Final Approval Date:	Dec 3, 2019

This report and all of its attachments were approved and signed as outlined below:

Tracey Bailey - Dec 3, 2019 - 6:09 PM

Maureen Adams - Dec 3, 2019 - 8:42 PM

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2019-152

Department: Financial Services
Division: Finance
By-law Number: 2019-152
Report Number: 2019-214-Financial Services
Meeting Date: December 9, 2019
Subject: A By-law directing and enacting the manner in which the 2020 interim levy authorized by Section 317 of the Municipal Act, 2001 to be collected

Whereas Section 317 (1) provides for the municipality, before the adoption of the estimates for the year under Section 290 of the *Municipal Act, 2001*, to pass an interim levy on the assessment of property rateable for local municipal purposes; and

Whereas Sections 342 (1) and 345 (1) provides for payment of taxes by instalments and penalties for non-payment of taxes to the 31st day of December of the year in which the taxes are levied.

Now, therefore, be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. There shall be levied upon the last revised assessment roll an interim rate of up to 50 percent of the 2019 tax rate for the respective classes as follows:

Residential	0.00813922	Commercial	0.02068352
Multi-Residential	0.01636889	Commercial Vacant	0.01544596
Managed Forest	0.00203480	New Commercial	0.01938352
Famlands	0.00203480	Landfill	0.01970337
Pipelines	0.01761048	New Commercial Vacant	0.01434096
New Office Building	0.01938352	New Shopping Centre	0.01938352
New Office Building Vacant	0.01434096	New Shopping Centre Vacant	0.01434096
Utility Transmissions	495.445	Industrial	0.25739000
Railway Right-of Way	118.69	Industrial Vacant	0.01785910
New Multi-Residential	0.00813922	New Industrial	0.02443900
		New Industrial Vacant	0.01678660

2. The 2020 interim levy as determined in number 1 above shall not exceed the prescribed percentage or 50 percent if no percentage is prescribed, of the total amount of taxes for municipal and school purposes levied on the property for the taxation year 2019. In such cases, the 2020 interim levy shall be equal to 50 percent of the total amount of taxes for municipal and school purposes were levied on a property for only part of the year 2019, because assessment was added to the tax roll during the year, an amount shall be added equal to the additional taxes that would have been levied on the property if the taxes for municipal and school purposes had been levied for the entire year. That the Mayor and Clerk be and is hereby authorized to execute all documents to complete this matter.
3. The 2020 interim levy shall be paid into the office of the Treasurer in two instalments not later than the 31st day of March and the 30th day of April 2020.
4. Upon default of payment of any instalment under paragraph 3, the subsequent instalment or instalments shall forthwith become payable.
5. In accordance with By-law 2019-077 every instalment or part thereof which remains unpaid on the first day after the date on which it is due shall bear as a penalty, a charge of 1 1/4% per calendar month or a fraction until the 31st day of December of the year in which the instalment is due or until paid whichever occurs first.
6. Interest and percentage added to taxes form part of such taxes and shall be collected as taxes.

7. No interest or percentage added to taxes shall be compounded.
8. The Treasurer and the Tax Collector are hereby authorized to accept part payment from time to time on account of any taxes and to give a receipt for such part payment, provided that acceptance of any such part payment does not affect the collection of any percentage charge imposed and collectible under paragraph 7 of this by-law in respect to the non-payment of any taxes or any class of taxes or any instalment thereof.

Read, signed and sealed in open Council this 9th day of December, 2019.

Manon L. Levesque
City Clerk

Bernadette Clement
Mayor

Report Approval Details

Document Title:	By-law Directing and Enacting Manner for 2020 Interim Levy - 2019-214-Financial Services.docx
Attachments:	
Final Approval Date:	Dec 2, 2019

This report and all of its attachments were approved and signed as outlined below:

Tracey Bailey - Dec 2, 2019 - 7:58 AM

Maureen Adams - Dec 2, 2019 - 12:58 PM

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2019-153

Department: Financial Services
Division: Finance
By-law Number: 2019-153
Report Number: 2019-224-Financial Services
Meeting Date: December 9, 2019
Subject: A By-law to provide for the supply and distribution of water and the collection of rates for the use of water and water-related services

Whereas section 391 of the Municipal Act, 2001, S.O. 2001, c.25 authorizes a municipality to pass by-laws imposing fees or charges on persons for services or activities provided or done by or on behalf of it;

Whereas section 398 (2) of the Act, and O.Reg. 581/06 authorizes under that Act for the collection of water and sewer rates and charges in the same manner of municipal taxes;

Whereas the Council of The Corporation of the City of Cornwall deems it necessary and expedient to update the water rates for the year 2020;

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That The Corporation of the City of Cornwall deems it necessary to provide for the setting of rates and charges for the supply of water for the year 2020.
2. That the rates for the supply of water shall be imposed as specified in Schedule A, attached hereto and forming part of this By-law.

3. That By-law 2018-164 and all other by-laws inconsistent hereto are hereby repealed.
4. That this By-law shall come into force and take effect on the date of its passing for all billings.

Read, signed and sealed in open Council this 9th day of December, 2019.

Manon L. Levesque
City Clerk

Bernadette Clement
Mayor

Report Approval Details

Document Title:	By-law Distribution and Collection of Water and Water-Related Services - 2019-224-Financial Services.docx
Attachments:	- SCHEDULE A 2020 WATER RATES.pdf
Final Approval Date:	Dec 3, 2019

This report and all of its attachments were approved and signed as outlined below:

Tracey Bailey - Dec 3, 2019 - 6:00 PM

Maureen Adams - Dec 3, 2019 - 8:40 PM

Schedule A – 2020 Water Rates

<u>Non-Metered</u>	
<u>Residential</u>	<u>Half Year</u> \$
Kitchen Sink	58.16
Toilet	46.29
Extra Toilet	30.47
Bath or Shower	10.46
Extra Bath or Shower	8.99
Bath Basin	5.54
Automatic Washer	10.85
Outside Tap	12.03
Residential Tap	5.54
Swimming Pool, Hot Tub	15.93
Automatic washer in apartment buildings - \$10.85 times the number of apartments each half year.	
<u>Commercial Places</u>	<u>Half Year</u> \$
First Tap Commercial	62.73
Extra Tap Commercial	9.97
Toilet	46.29
Urinal	13.90
Dental Spitoons	15.14
Car Wash	63.18
Fountain	11.99
Shower - Commercial	12.51
Dry Cleaners	244.12
<u>Metered</u>	
<u>Outlet on Meters</u>	<u>Per Billing</u>
Rate (Cubic Meters)	.499 per cubic meter
Minimum Charge for Hotels	\$368.34
<u>Service Charge</u>	
For turning water on or off	\$59.50
<u>Motels</u>	
\$52.17 per half year per unit. If the motel has a restaurant or lunch counter, charge is calculated at the commercial rate.	

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2019-154

Department: Financial Services
Division: Finance
By-law Number: 2019-154
Report Number: 2019-215-Financial Services
Meeting Date: December 9, 2019
Subject: A By-law to authorize temporary borrowing until taxes are collected and other revenues are received for the current year

Whereas Section 407 of the Municipal Act, 2001 authorizes a municipality to temporarily borrow monies until the taxes are collected and other revenues are received of the amounts that the municipality considers necessary to meet the current expenditures for the year 2020 (hereinafter called "the year"); and

Whereas the total amount borrowed at any one time plus any outstanding amount of principal borrowed and accrued interest shall not exceed:

- (a) from January 1 to September 30 in the year, 50 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year and;
- (b) from October 1 to December 31 in the year, 25 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year; and

Whereas the total amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the (next preceding year), not including revenues derivable or derived from the sale of assets, borrowings or issues of debentures or from surplus including proceeds from the sale of assets is \$195,000,000; and

Whereas the amount of uncollected revenues of the Corporation of the year based on the estimated revenues for the (next preceding year) is \$195,000,000;

Now, therefore, be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That the Treasurer is hereby authorized on behalf of the Corporation to borrow monies from time to time, by way of promissory note, from TD Canada Trust, necessary to meet, until the taxes are collected, the current expenditures of the Corporation for the year, provided that the amount that may be borrowed at any one time, together with the total of any similar borrowings that have not been repaid, shall not exceed the period from January 1 to September 30 of the year 50% of the total of the estimated revenues and for the period October 1 to December 31 of the year 25% of the total of the estimated revenues and to give, on behalf of the Corporation, to the said Bank a promissory note or notes, sealed with the corporate seal and signed by Treasurer for the monies so borrowed with interest at the Bank's prime interest rate which rate shall be as notified by the Bank to the Treasurer from time to time.
2. All sums borrowed pursuant to the authority of this by-law as well as all other sums borrowed in the year and all preceding years from the said Bank to meet current expenditures of the Corporation shall, with interest thereon, be a charge upon the whole of the revenues of the Corporation for the year and for all preceding years as and when such revenues are received.

Read, signed and sealed in open Council this 9th day of December, 2019.

Manon L. Levesque
City Clerk

Bernadette Clement
Mayor

Report Approval Details

Document Title:	By-law for Temporary Borrowing until Revenue Received - 2019-215-Financial Services.docx
Attachments:	
Final Approval Date:	Dec 2, 2019

This report and all of its attachments were approved and signed as outlined below:

Tracey Bailey - Dec 2, 2019 - 7:59 AM

Maureen Adams - Dec 2, 2019 - 1:00 PM

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2019-155

Department: Financial Services
Division: Finance
By-law Number: 2019-155
Report Number: 2019-223-Financial Services
Meeting Date: December 9, 2019
Subject: A By-law to establish Sewage Service Rate

Whereas Section 11 of the Municipal Act, 2001, S.O. 2001, c.25 upon the owners or occupants of land who use the sewage works system (a public utility) a sewage service rate sufficient charge for the operation, repair and maintenance of sewage works;

Whereas Section 391 (1) (c) of the Act grants a municipality the authority to pass by-laws imposing fees and charges for services or activities provided or done by or on behalf of it;

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That a sewage rate shall be a charge on the water bill charged or chargeable in respect to such land and shall be computed as 134.01 percent (134.01%) upon the owners or occupants of land from which sewage is received, treated or disposed of by the sewage works system.
2. That By-law 2018-165 and all other by-laws inconsistent hereto are hereby repealed.

3. That this By-law shall come into force and take effect on the date of its passing for all billings levied January 1, 2020.

Read, signed and sealed in open Council this 9th day of December, 2019.

Manon L. Levesque
City Clerk

Bernadette Clement
Mayor

Report Approval Details

Document Title:	By-law Sewage Service Rates - 2019-223-Financial Services.docx
Attachments:	
Final Approval Date:	Dec 3, 2019

This report and all of its attachments were approved and signed as outlined below:

Tracey Bailey - Dec 3, 2019 - 5:55 PM

Maureen Adams - Dec 3, 2019 - 8:38 PM

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2019-156

Department: Financial Services
Division: Finance
By-law Number: 2019-156
Report Number: 2019-216-Financial Services
Meeting Date: December 9, 2019
Subject: A By-law to authorize the spending of expenditures in the current year prior to the adoption of the operational budget

Whereas Financial Policy No. FI.adm 03-08 establishes a policy authorizing the processing of expenditures for payment prior to the pending approval of the current year's operational budget;

Whereas no expenditure shall be incurred until the budget for the current fiscal year has been approved by Council;

Whereas Policy No. FI.adm 03-08 authorizes the appropriation of expenditures that does not exceed 50% of the amount appropriated in the previous year's operational budget;

Whereas every expenditure incurred prior to Council's approval of the operational budget shall be included in the estimates for the fiscal year in which it was expended.

Now, therefore, be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That 50% of the amount appropriated in the previous year's operational budget may be incurred as expenditures arise prior to the adoption of the current fiscal year's operational budget.
2. That expenditures incurred prior to the approval of the operational budget shall be included in the estimates for the fiscal year in which it was expended.

Read, signed and sealed in open Council this 9th day of December, 2019.

Manon L. Levesque
City Clerk

Bernadette Clement
Mayor

Report Approval Details

Document Title:	By-law Spending of Expenditures Prior to Budget - 2019-216-Financial Services.docx
Attachments:	
Final Approval Date:	Dec 2, 2019

This report and all of its attachments were approved and signed as outlined below:

Tracey Bailey - Dec 2, 2019 - 8:01 AM

Maureen Adams - Dec 2, 2019 - 1:01 PM

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2019-157

Department: Infrastructure and Municipal Works
Division: Infrastructure
By-law Number: 2019-157
Report Number: 2019-240-Infrastructure and Municipal Works
Meeting Date: December 9, 2019
Subject: A By-law to amend Sub-Section 15 (1) of the Traffic & Parking
By-law 069-89

Whereas, short term, time limit parking restrictions are in place to improve parking turn over and,

Whereas, in order to better enforce short term parking time limit restrictions, a vehicle re-parking rule is deemed necessary, and

Whereas, in order to introduce the aforementioned, it is desirous to amend the Traffic and Parking by-law, now therefore, be it,

Now be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

Pursuant to Sections 8, 9 & 11 of the Municipal Act. and amendments;

The Traffic & Parking By-law No. 069-1989 is amended by **repealing** thereto the following Sub-Section 15 (1):

Parking Restrictions - Time Limits

15. (1) Where official signs to that effect are displayed, no person shall park a vehicle or permit a vehicle to remain parked on any highway at the side and between the

limits set out respectively in Columns 1, 2, and 3 of Schedule IV to this By-Law during the times or days set out in Column 4 of the said Schedule for a longer period than that set out in Column 5 of the said Schedule.

And, The Traffic & Parking By-law No. 069-1989 is amended by **adding** thereto the following Sub-Section 15 (1):

Parking restrictions - time limits

15. (1) Where official signs to that effect are displayed, no person shall park a vehicle or permit a vehicle to remain parked on any highway at the side and between the limits set out respectively in Columns 1, 2, and 3 of Schedule IV to this By-Law during the times or days set out in Column 4 of the said Schedule for a longer period than that set out in Column 5 of the said Schedule and no person shall re-park a vehicle within the same parking space, where marked, or within 10 metres of the initial parking space, within 2 hours of removing the vehicle from the initial parking space

Read, signed and sealed in open Council this 9th day of December, 2019.

Manon L. Levesque
City Clerk

Bernadette Clement
Mayor

Report Approval Details

Document Title:	By-law Traffic and Parking, Parking Restrictions - 2019-240-IMW.docx
Attachments:	
Final Approval Date:	Dec 3, 2019

This report and all of its attachments were approved and signed as outlined below:

No Signature - Task assigned to Enrique Kamm was completed by workflow administrator Manon L. Levesque

Enrique Kamm - Dec 3, 2019 - 12:07 PM

Michael Fawthrop - Dec 3, 2019 - 12:08 PM

Bill de Wit - Dec 3, 2019 - 12:09 PM

Maureen Adams - Dec 3, 2019 - 3:33 PM

The Corporation of the City of Cornwall

Regular Meeting of Council

By-law 2019-158

Department: Fire Services
Division: Fire
By-law Number: 2019-158
Report Number: 2019-202-Fire Services
Meeting Date: December 9, 2019
Subject: By-law, Agreement with EOHU for the Distribution of Naloxone Kits

Whereas the Eastern Ontario Health Unit wishes Fire Services to perform certain services with respect to the distribution of Naloxone Kits to Clients; and

Whereas the Eastern Ontario Health Unit wishes to provide Naloxone Kits to the Fire Services pursuant to the terms and conditions of this Agreement.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That The Corporation of the City of Cornwall, be and is hereby authorized to enter into an Agreement with the Eastern Ontario Health Unit to perform certain services with respect to the distribution of Naloxone Kits to Clients;
2. That this Agreement is effective starting on May 15, 2018; and
3. That the Fire Chief be and is hereby authorized to execute all documents to complete this matter.

Read, signed and sealed in open Council this 9th day of December, 2019.

Manon L. Levesque
City Clerk

Bernadette Clement
Mayor

Report Approval Details

Document Title:	By-law, Agreement with EOHU for Distribution of Naloxone Kits - 2019-202-Fire Services.docx
Attachments:	
Final Approval Date:	Nov 29, 2019

This report and all of its attachments were approved and signed as outlined below:

Maureen Adams - Nov 29, 2019 - 8:52 AM

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2019-159

Department: Corporate Services
Division: Clerk's Division
By-law Number: 2019-159
Report Number: 2019-239-Corporate Services
Meeting Date: December 9, 2019
Subject: By-law to amend By-law 2019-002 which is to appoint
Members of Council to Boards, Committees and Commissions
(Environment and Climate Change Committee)

Whereas Section 10 (1) of the Municipal Act authorizes the municipality to pass a By-law respecting the governance structure of the municipality and its local boards.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That the following Members of Council be appointed to various Boards, Committees, and Commissions for the duration of the present Council or until such time as the Board, Committee or Commission terminates, if prior to November 14, 2022, as follows:



Environment and Climate Change Committee

Councillor Carilyne Hébert

Councillor Eric Bergeron

Read, signed and sealed in open Council this 9th day of December, 2019.

Manon L. Levesque
City Clerk

Bernadette Clement
Mayor

Report Approval Details

Document Title:	By-law, Appointment of Council Members to ECCC - 2019-239-Corporate Services.docx
Attachments:	
Final Approval Date:	Nov 29, 2019

This report and all of its attachments were approved and signed as outlined below:

Manon L. Levesque - Nov 28, 2019 - 4:17 PM

Maureen Adams - Nov 29, 2019 - 8:54 AM

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2019-160

Department: Corporate Services
Division: Clerk's Division
By-law Number: 2019-160
Report Number: 2019-237-Corporate Services
Meeting Date: December 9, 2019
Subject: A By-law to amend By-law 2019-017 and to appoint lay members of the community to various Boards, Commissions and Committees (Cornwall Public Library Board) (Municipal Accessibility and Advisory Committee) (Environment and Climate Change Committee)

Whereas Section 8 of the Municipal Act, 2001, as amended, grants a municipality the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

Whereas Section 5 (3) of the Municipal Act, 2001 further requires that all municipal powers, including natural person powers, are exercised by By-law; and

Whereas the Council of The Corporation of the City of Cornwall deems it advisable to make appointments to various Boards and Committees; and

Whereas most of these appointments are made every four years to coincide with the term of Council after each Municipal Election and during the term when replacements and new appointments are necessary; and

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That By-law 2019-017 be amended to appoint/remove the following community lay members.

2. That Jane McLaren be appointed to the Cornwall Public Library Board;
3. That Jordan Ann Kevan de Haan be removed from the Cornwall Public Library Board;
4. That Robert Lalonde be appointed to the Municipal Accessibility and Advisory Committee;
5. That Tracey Siegel be removed from the Municipal Accessibility and Advisory Committee; and
6. That Elaine Kennedy, Jesse Good and Praisie Hunter be appointed to the Environment and Climate Change Committee.

Read, signed and sealed in open Council this 9th day of December, 2019.

Manon L. Levesque
City Clerk

Bernadette Clement
Mayor

Report Approval Details

Document Title:	By-law, Lay Appointments to Library Board, MAAC, and ECCC - 2019-237-Corporate Services.docx
Attachments:	
Final Approval Date:	Nov 29, 2019

This report and all of its attachments were approved and signed as outlined below:

Manon L. Levesque - Nov 28, 2019 - 4:28 PM

Maureen Adams - Nov 29, 2019 - 8:55 AM

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2019-161

Department: Planning, Development and Recreation
Division: Planning
By-law Number: 2019-161
Report Number: 2019-231-Planning, Development and Recreation
Meeting Date: December 9, 2019
Subject: Part Lot Control, Lot 10 - By-law

Being a by-law to provide that sub-section 5 of section 50 of the Planning Act, R.S.O. 1990, Chapter p-13, as amended, does not apply for LOT 10, on Plan 52M43, the City of Cornwall, County of Stormont;

Whereas sub-section 5 of section 50 of the Planning Act, R.S.O. 1990, Chapter P-13, as amended, provides that all lands within a plan of subdivision are subject to part lot control; and

Whereas sub-section (7) of section 50 of the Planning Act, R.S.O. 1990, Chapter P-13, as amended, authorizes the Council of the City of Cornwall to enact by-laws which provide that sub-section (5) of section 50 of the Planning Act, R.S.O. 1990, Chapter P-13, as amended, does not apply to land that are within a registered plan of subdivision as are designated in the by-law.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That subject to section 2 hereof, sub-section 5 of section 50 of the Planning Act, R.S.O.1990, Chapter P-13, as amended, does not apply to the following lands:
 - a) Part 1 on Plan 52R8287 being part of Lot 10, on Plan 52M43 (part of Lot 60157-0164 LT), designated for the purpose of this By-Law as Parcel "A"; and

- b) Part 2 on Plan 52R8287 being part of Lot 10, on Plan 52M43 (part of Lot 60157-0164 LT), designated for the purpose of this by-law as Parcel “B”;
All in the City of Cornwall, in the County of Stormont and registered in the Land Titles Office for the Land Titles Division of Stormont (No. 52);
2. That this By-Law shall take effect upon approval thereof by the City of Cornwall and in compliance with the requirements of the *Planning Act*, R.S.O. 1990, Chapter P-13, as amended.
3. That further subdivision or severance of the aforementioned Parcels “A”, “B”, beyond that permitted by paragraph 1 is prohibited. That the Mayor and Clerk be and are hereby authorized to execute all documents to complete this matter.
4. That the Mayor and Clerk be and are hereby authorized to execute all documents to complete this matter.

Read, signed and sealed in open Council this 9th day of December, 2019.

Manon L. Levesque
City Clerk

Bernadette Clement
Mayor

Report Approval Details

Document Title:	Part Lot Control, Lot 10 - By-law - 2019-231-Planning, Development and Recreation.docx
Attachments:	
Final Approval Date:	Dec 3, 2019

This report and all of its attachments were approved and signed as outlined below:

Mary Joyce-Smith - Dec 3, 2019 - 11:51 AM

No Signature - Task assigned to Mark A. Boileau was completed by workflow administrator Manon L. Levesque

Mark A. Boileau - Dec 3, 2019 - 12:09 PM

Maureen Adams - Dec 3, 2019 - 3:30 PM

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2019-162

Department: Planning, Development and Recreation
Division: Planning
By-law Number: 2019-162
Report Number: 2019-228-Planning, Development and Recreation
Meeting Date: December 9, 2019
Subject: Part Lot Control, Lot 6 - By-law

Being a By-law to provide that sub-section 5 of section 50 of the Planning Act, R.S.O. 1990, Chapter p-13, as amended, does not apply for Lot 6, on Plan 52M43, the City of Cornwall, County of Stormont;

Whereas sub-section 5 of section 50 of the Planning Act, R.S.O. 1990, Chapter P-13, as amended, provides that all lands within a plan of subdivision are subject to part lot control; and

Whereas sub-section (7) of section 50 of the Planning Act, R.S.O. 1990, Chapter P-13, as amended, authorizes the Council of the City of Cornwall to enact by-laws which provide that sub-section (5) of section 50 of the Planning Act, R.S.O. 1990, Chapter P-13, as amended, does not apply to lands that are within a registered plan of subdivision as are designated in the by-law.

Now therefore be it resolved, that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That subject to section 2 hereof, sub-section 5 of section 50 of the Planning Act, R.S.O.1990, Chapter P-13, as amended, does not apply to the following lands:
 - a) Parts 1 and 2 on Plan 52R8285 being part of Lot 6, on Plan 52M43 (part of Lot 60157-0160 LT), designated for the purpose of this By-Law as Parcel "A"; and

b) Part 3 on Plan 52R8285 being part of Lot 6, on Plan 52M43 (part of Lot 60157-0160 LT), designated for the purpose of this by-law as Parcel “B”;

All in the City of Cornwall, in the County of Stormont and registered in the Land Titles Office for the Land Titles Division of Stormont (No. 52);

2. That this By-Law shall take effect upon approval thereof by the City of Cornwall and in compliance with the requirements of the Planning Act, R.S.O. 1990, Chapter P-13, as amended.
3. That further subdivision or severance of the aforementioned Parcels “A”, “B”, beyond that permitted by paragraph 1 is prohibited.
4. That the Mayor and Clerk be and are hereby authorized to execute all documents to complete this matter.

Read, signed and sealed in open Council this 9th day of December, 2019.

Manon L. Levesque
City Clerk

Bernadette Clement
Mayor

Report Approval Details

Document Title:	Part Lot Control, Lot 6 - By-law - 2019-228-Planning, Development and Recreation.docx
Attachments:	
Final Approval Date:	Dec 3, 2019

This report and all of its attachments were approved and signed as outlined below:

Mary Joyce-Smith - Dec 3, 2019 - 11:48 AM

No Signature - Task assigned to Mark A. Boileau was completed by workflow administrator Manon L. Levesque

Mark A. Boileau - Dec 3, 2019 - 12:09 PM

Maureen Adams - Dec 3, 2019 - 3:35 PM

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2019-163

Department: Planning, Development and Recreation
Division: Planning
By-law Number: 2019-163
Report Number: 2019-232-Planning, Development and Recreation
Meeting Date: December 9, 2019
Subject: Part Lot Control, Lot 8 - By-law

Being a By-law to provide that sub-section 5 of section 50 of the Planning Act, R.S.O. 1990, Chapter p-13, as amended, does not apply for Lot 8, on Plan 52M43, the City of Cornwall, County of Stormont;

Whereas sub-section 5 of section 50 of the Planning Act, R.S.O. 1990, Chapter P-13, as amended, provides that all lands within a plan of subdivision are subject to part lot control; and

Whereas sub-section (7) of section 50 of the Planning Act, R.S.O. 1990, Chapter P-13, as amended, authorizes the Council of the City of Cornwall to enact by-laws which provide that sub-section (5) of section 50 of the Planning Act, R.S.O. 1990, Chapter P-13, as amended, does not apply to land that are within a registered plan of subdivision as are designated in the by-law.

Now therefore be it resolved, that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That subject to section 2 hereof, sub-section 5 of section 50 of the Planning Act, R.S.O.1990, Chapter P-13, as amended, does not apply to the following lands:
 - a) Part 1 on Plan 52R8286 being part of Lot 8, on Plan 52M43 (part of Lot 60157-0162 LT), designated for the purpose of this By-Law as Parcel "A"; and

- b) Part 2 on Plan 52R8286 being part of Lot 8, on Plan 52M43 (part of Lot 60157-0162 LT), designated for the purpose of this by-law as Parcel “B”;
All in the City of Cornwall, in the County of Stormont and registered in the Land Titles Office for the Land Titles Division of Stormont (No. 52);
- 2. That this By-Law shall take effect upon approval thereof by the City of Cornwall and in compliance with the requirements of the *Planning Act*, R.S.O. 1990, Chapter P-13, as amended.
- 3. That further subdivision or severance of the aforementioned Parcels “A”, “B”, beyond that permitted by paragraph 1 is prohibited.
- 4. That the Mayor and Clerk be and are hereby authorized to execute all documents to complete this matter.

Read, signed and sealed in open Council this 9th day of December, 2019.

Manon L. Levesque
City Clerk

Bernadette Clement
Mayor

Report Approval Details

Document Title:	Part Lot Control, Lot 8 - By-law - 2019-232-Planning, Development and Recreation.docx
Attachments:	
Final Approval Date:	Dec 3, 2019

This report and all of its attachments were approved and signed as outlined below:

Mary Joyce-Smith - Dec 3, 2019 - 11:49 AM

No Signature - Task assigned to Mark A. Boileau was completed by workflow administrator Manon L. Levesque

Mark A. Boileau - Dec 3, 2019 - 12:10 PM

Maureen Adams - Dec 3, 2019 - 3:36 PM

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law 2019-164

Department: Planning, Development and Recreation
Division: Planning
By-law Number: 2019-164
Report Number: 2019-229-Planning, Development and Recreation
Meeting Date: December 9, 2019
Subject: Part Lot Control, Lot 9 - By-law

Being a by-law to provide that sub-section 5 of section 50 of the Planning Act, R.S.O. 1990, Chapter P-13, as amended, does not apply for LOT 9, on Plan 52M43, the City of Cornwall, County of Stormont;

Whereas sub-section 5 of section 50 of the Planning Act, R.S.O. 1990, Chapter P-13, as amended, provides that all lands within a plan of subdivision are subject to part lot control; and

Whereas sub-section (7) of section 50 of the Planning Act, R.S.O. 1990, Chapter P-13, as amended, authorizes the Council of the City of Cornwall to enact by-laws which provide that sub-section (5) of section 50 of the Planning Act, R.S.O. 1990, Chapter P-13, as amended, does not apply to land that are within a registered plan of subdivision as are designated in the by-law.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That subject to section 2 hereof, sub-section 5 of section 50 of the Planning Act, R.S.O. 1990, Chapter P-13, as amended, does not apply to the following lands:
 - a) Part 2 on Plan 52R8238 being part of LOT 9, ON PLAN 52M43 (part of Lot 60157-0163 LT), designated for the purpose of this By-Law as Parcel "A"; and

- b) Part 1 on Plan 52R8238 being part of LOT 9, ON PLAN 52M43 (part of Lot 60157-0163 LT), designated for the purpose of this by-law as Parcel “B”;

All in the City of Cornwall, in the County of Stormont and registered in the Land Titles Office for the Land Titles Division of Stormont (No. 52);

2. That this By-Law shall take effect upon approval thereof by the City of Cornwall and in compliance with the requirements of the *Planning Act*, R.S.O. 1990, Chapter P-13, as amended.
3. That further subdivision or severance of the aforementioned Parcels “A”, “B”, beyond that permitted by paragraph 1 is prohibited. That the Mayor and Clerk be and is hereby authorized to execute all documents to complete this matter.
4. That the Mayor and Clerk be and is hereby authorized to execute all documents to complete this matter.

Read, signed and sealed in open Council this 9th day of December, 2019.

Manon L. Levesque
City Clerk

Bernadette Clement
Mayor

Report Approval Details

Document Title:	Part Lot Control, Lot 9 -By-law - 2019-229-Planning, Development and Recreation.docx
Attachments:	
Final Approval Date:	Dec 3, 2019

This report and all of its attachments were approved and signed as outlined below:

Mary Joyce-Smith - Dec 3, 2019 - 11:49 AM

No Signature - Task assigned to Mark A. Boileau was completed by workflow administrator Manon L. Levesque

Mark A. Boileau - Dec 3, 2019 - 12:10 PM

Maureen Adams - Dec 3, 2019 - 3:36 PM

The Corporation of the City of Cornwall
Regular Meeting of Council
By-law Explanatory Note

Department: Planning, Development and Recreation
Division: Planning
Report Number: 2019-230-Planning, Development and Recreation
Prepared By: Karl Doyle, Senior Planner
Meeting Date: December 9, 2019
Subject: Falcon Homes - Part Lot Control - Note

Purpose

The Purpose and Effect of the four (4) By-laws are to remove Part Lot Control from Lot(s) 6, 8, 9 and 10 on Registered Plan 52M-43 in the Belfort Estates Subdivision.

Recommendation

That Council approve the following:

- (a) That Part Lot Control be removed from Lot(s) 6, 8, 9 and 10 on Registered Plan 52M-43, City of Cornwall; and
- (b) That Part Lot Control be reinstated on the semi-detached lots in the Belfort Estates Subdivision, once the subject lots have been created by the appropriate procedure.

Background / Discussion

It has been the traditional practice of developers to use the consent process, as opposed to the removal of Part Lot Control process in further subdividing semis and townhouses once the structures are built.

However the surveying to create individual parts for each semi-detached dwelling is essentially the same whether a landowner proceeds with a technical severance or with a Part Lot Control Exemption By-law. It becomes the Surveyor's responsibility to ensure that the dividing line between both dwellings is correctly placed along the centre line of the demising wall between dwelling units. The overriding advantage of the Part Lot Control Exemption By-law is the efficiency it brings to the process. The reason it was created is the overall realization to simplify processes once and only once all the Planning issues have been dealt with. Such is the case with this Subdivision, where the public was notified twice through the Zoning and Subdivision processes. The municipality has exercised its' responsibilities in arriving at a Subdivision Agreement to ensure that all adjacent interests have been addressed. Furthermore, any conditions of development are already imposed as part of the Subdivision Agreement. This is why the Part Lot Control Exemption By-law is more efficient, not only from the builder's point of view but, more importantly, from the municipality's point of view.

Report Approval Details

Document Title:	Falcon Homes - Part Lot Control - Note - 2019-230-Planning, Development and Recreation.docx
Attachments:	
Final Approval Date:	Dec 3, 2019

This report and all of its attachments were approved and signed as outlined below:

Mary Joyce-Smith - Dec 3, 2019 - 11:51 AM

No Signature - Task assigned to Mark A. Boileau was completed by workflow administrator Manon L. Levesque

Mark A. Boileau - Dec 3, 2019 - 12:09 PM

Maureen Adams - Dec 3, 2019 - 3:31 PM

The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
Division: Clerk's Division
Report Number: 2019-238-Corporate Services
Prepared By: Manon Levesque, City Clerk
Meeting Date: December 9, 2019
Subject: Unfinished Business Listing for December 9, 2019

Recommendation

That Council receive the Unfinished Business Listing for December 9, 2019.

Number	Title	Department	Date
2019-29	Lighting at the Rotary Circle (Nov 25)	Planning, Development and Recreation	Dec 9/19
2019-20	Great River Network's Request for Cornwall's Waterfront Trail to be designated a Smoke Free Area (Aug 12/19) (Nov 12/19)	Planning, Development and Recreation	Dec 9/19
2019-28	Repeal of Section 01-2-10 (Maximum Height) of the Zoning By-law 751-1969 (Nov 12/19)	Planning Advisory and Hearing Committee Planning, Development and Recreation	Jan 20/20 TBD
2019-04	Procedural By-law Amendments (Mar 26/18) (Feb 11/19) (Feb 11/19) (Nov 25/19)	By-law Corporate Services	Jan/20

2019-13	Waterfront Pop-Up Project (May 27/19) (Oct 15/19)	Development, Planning and Recreation	Jan/20
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2019-24	Review of Parks, Facilities and Street Naming Policy (Sept 9/19)	Corporate Services	Jan/20
2019-02	Electoral System Review Public Consultation Aka: Ward System and Council Composition (Jan 14/19) (Nov 25/19)	Corporate Services	Jan 13/20
2018-23	Future of Licensing and Inspecting of Rental Housing (Nov 13/18)	Development, Fire Services, Social Services	Jan 27/20
2019-27	Open Fire Burning (Sep 16/19)	Fire Services	Feb 10/20
2019-30	Lighting in Lamoureux Park	Planning, Development and Recreation	Budget 2020
2018-19	Protection and Enhancement of Tree Canopy and Natural Vegetation Policy (Aug 13/18) (Mar 25/19) (Apr 23/19) (Nov 25/19)	Environment and Climate Change Committee and Development, Planning and Recreation	TBD
2019-25	Audit Committee's Review of the 2019 Municipal Works Redevelopment Plan Report (Aug 12/19)	Financial Services	TBD
2019-26	Draft Plan of Subdivision for St. Antoine Subdivision - Vehicular Ingress and Egress Solutions (Oct 15/19)	Development, Planning and Recreation and Infrastructure and Municipal Works	TBD

Document Title:	Unfinished Business Listing for December 9, 2019 - 2019-238-Corporate Services.docx
Attachments:	
Final Approval Date:	Dec 4, 2019

This report and all of its attachments were approved and signed as outlined below:

Maureen Adams - Dec 4, 2019 - 3:29 PM

The Corporation of the City of Cornwall
Regular Meeting of Council
Confirming By-law 2019-165

Department: Corporate Services
Division: Clerk's Division
By-law Number: 2019-165
Report Number 2019-240-Corporate Services
Meeting Date: December 9, 2019
Subject: Confirming By-law for the Meeting of December 9, 2019

A By-law to adopt, ratify and confirm the proceedings of the Council of The Corporation of the City of Cornwall at its meetings held on Monday, December 9, 2019.

Whereas Section 5(1) of the Municipal Act, S.O. 2001, c.24 thereto provides that the powers of a municipal Corporation shall be exercised by its Council; and

Whereas Section 5(3) of the Municipal Act, S.O. 2001, c.24 and amendments thereto, provides that the powers of Council are to be exercised by By-law: and

Whereas in many cases action which is taken or authorized to be taken by Council does not lend itself to the passage of an individual By-law; and

Whereas Section 248 provides that if a council passes a comprehensive general by-law that consolidates and includes the provisions of any By-law previously passed by the Council; and it is deemed expedient that a By-law be passed to authorize the execution of agreements and other documents and that the proceedings of the Council of The Corporation of the City of Cornwall at this meeting be confirmed and adopted by By-law.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. (a) That the following Minutes of the Public Meetings of the Municipal Council of The Corporation of the City of Cornwall be and the same are hereby adopted:

(i) Special Public Meeting of Council #2019 – 29 of Monday, November 25, 2019

(ii) Regular Public Meeting of Council #2019 - 30 of Monday, November 25, 2019

(iii) Special Public Meeting of Council #2019 – 31 of Monday, December 2, 2019

(b) That the following Minutes of the In Camera Meeting pertaining to the security or part of the property of the Municipality or Local Board, personal matters about an identifiable individual, including municipal or Local Board employees, a proposed or pending acquisition or disposition of land by the Municipality or Local Board, labour relations or employee negotiations, litigation or potential litigation, including matters before administrative tribunals, affecting the Municipality or Local Board, advice that is subject to solicitor-client privilege, including communications necessary for the purpose, a matter in respect of which a Council, Board, Committee other body may hold a closed meeting under another Act, or for the purpose of educating or training the members and where no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee, be and the same are hereby adopted:

(i) Regular In-Camera Committee of Council #2019 – 17 of Monday, November 25, 2019

(c) That the actions of the Council at its meetings held on Monday, December 9, 2019, in respect of each recommendation contained in all reports of the regular and in-camera meetings and in respect of each motion, resolution and other action taken by the Council at its said meeting is, except where the prior approval of the Ontario Municipal Board or other authority is by law required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in the By-law;

(d) That the above mentioned actions shall not include any actions required By-law to be taken by resolutions.

2. That where no By-law has been or is passed with respect to the taking of any action authorized in or by the above mentioned Minutes or with respect to the exercise of any powers by the Council in the above mentioned Minutes, then this By-law shall be deemed for all purposes to be the By-law required for approving and authorizing and taking of any action authorized therein or thereby, or required for the exercise of any powers therein by the Council.
3. The Mayor and proper officials of The Corporation of the City of Cornwall are hereby authorized and directed to do all things necessary to give effect to the above-mentioned actions and to obtain approvals where required.
4. Unless otherwise provided, the Mayor and Clerk are hereby authorized and directed to execute and the Clerk to affix the seal of The Corporation of the City of Cornwall to all documents necessary to give effect to the above mentioned actions.
5. It is declared that notwithstanding that any section or sections of this By-law or parts thereof, may be found by any court of law to be bad or illegal or beyond the power of the Council to enact, such section(s) or part(s) hereof shall be deemed to be severable and that all other sections or parts of this By-law are separate and independent there from and enacts as such.

Read, signed and sealed in open Council this 9th day of December, 2019.

Manon L. Levesque
City Clerk

Bernadette Clement
Mayor

Report Approval Details

Document Title:	Confirming By-law for the Meeting of December 9, 2019 - 2019-240-Corporate Services.docx
Attachments:	
Final Approval Date:	Dec 3, 2019

This report and all of its attachments were approved and signed as outlined below:

Maureen Adams - Dec 3, 2019 - 3:34 PM