

Agenda

Cornwall City Council

Meeting #:	2021-10
Date:	Monday, March 22, 2021, 7:00 PM
Location:	Cornwall Civic Complex, 100 Water Street East, Cornwall, Ontario, K6H 6G4, Salon B, Lower Level
Chair: Prepared By:	Bernadette Clement, Mayor Debbie Caskenette, Deputy Clerk

Pages

In-Camera Session / Rise and Report from the In-Camera Meeting of Monday, March 22, 2020

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 2021-28-Corporate Services, Lay Appointments to Cornwall Public Library Board

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

Item #2 2021-31-Corporate Services, Arbitration

d) labour relations or employee negotiations

e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board

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

Item #3 2021-35-Corporate Services, Negotiations d) labour relations or employee negotiations

Moment of Personal Reflection

Réflexion personelle

National Anthem

Hymne national

The Acting Mayor for this month is Councillor Elaine MacDonald.

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

Ajoûts, retraits 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.

Disclosures of Interest

Déclarations d'intérêts pécuniaires

Committee of the Whole

Comité plénir

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.

1

Adoption of Minutes

Ratification des procès-verbaux

The following Minutes are being presented for adoption:

Monday, February 22, 2021 Monday, March 8, 2021 Monday, March 15, 2021

Presentations

Présentations

Delegations

Délégations

Consent Reports

Rapports sur le consentement

1.	Proclamation – Parkinson Awareness Month, 2021-32-Corporate Services	17
	Action Recommended That Council proclaim April 2021 as 'Parkinson's Awareness Month' in the City of Cornwall.	
2.	2020 Annual Remuneration and Expense Statement - Elected Officials, 2021-18-Financial Services	21
	Action Recommended That Council receive the 2020 statement of remuneration and expenses paid to members of Council in accordance with Section 284 of the <i>Municipal Act, 2001</i> .	
3.	Community Paramedics Funding to Assist Seniors on Long Term Care Wait List to Remain Safely at Home, 2021-02-Cornwall SDG Paramedic Services	28
	Action Recommended That Council receive Report 2021-02-Cornwall SDG Paramedic Services.	
4.	February PAC 150 Pitt 134 Montreal Road 217 Pitt Street and 780 Sydney, 2021-33-Planning, Development and Recreation	31
	Action Recommended That Council approve the following items:	
	 a. 1727846 Ontario Inc at 150 Pitt St for Program 2 Building Restoration & Improvement Program in the amount of \$41,250, Program 3 Project Design Grant in the amount of 	

\$7,500, Program 4 Façade Improvement & Sign grant in the amount of \$12,000, Program 5 Municipal Planning/Development Fees grant based on actual costs and Program 6 Discretionary Municipal Tipping Fees grant based on actual weigh bill receipts.

- b. Sarah Irwin & Shawn Smith at 134 Montreal Rd. for Program 2 – Building Restoration & Improvement in the amount of \$3,000 Program 5 Municipal Planning/Development Fees grant based on actual costs and Program 6 Discretionary Municipal Tipping Fees grant based on actual weigh bill receipts.
- c. Marc and Christine Champagne at 213-217 Pitt St Program 3 Project Design grant in the amount of \$3,000 Program 5 Municipal Planning/Development Fees grant based on actual costs and Program 6 Discretionary Municipal Tipping Fees grant based on actual weigh bill receipts.
- d. Wesleyan Church of Canada at 780 Sydney St for Program 3 Project Design grant in the amount of \$2,000 (located outside the Priority Area, therefore 50% of the allowable amount in the community improvement plan) Program 5 Municipal Planning/Development Fees grant based on actual costs and Program 6 Discretionary Municipal Tipping Fees grant based on actual weigh bill receipts.

5. Non-Competitive Procurement Cornwall Civic Complex – Refrigeration Plant Condenser, 2021-24-Financial Services

Action Recommended

That Council approves the non-competitive procurement for the replacement of the refrigeration plant condenser at the Civic Complex with CIMCO Refrigeration, A Division of Toromont Industries Limited, from Ottawa, Ontario, for a total of \$233,800 excluding HST (approximate net cost to Corporation - \$237,609.60).

6. RFP Terms of Reference for Physiotherapy Services at GSDL, 2021-19-Financial Services

Action Recommended That Council receive Report 2021-19-Financial Services.

Tender 21-T03 Watermain CIPP Relining on Various Streets, 2021-17-Financial Services

Action Recommended That Tender 21-T03 be awarded to Foraction Incorporated from 37

44

Mont-Saint-Hilaire, Quebec, for Parts A-E and H, at the total bid price of \$920,510.50 without HST (net cost to the Corporation - \$936.711.48) being the best bid meeting the tender specifications. Provisional items Part F and G will not be awarded at this time.

8. Tender 21-T06 Grass Cutting and Trimming Various Locations, 2021-22-Financial Services

48

52

56

Action Recommended That Tender 21-T06 be awarded, as follows:

Schedule 1EC Works Limited, Long Sault, Ontario

Schedule 2VS Landscape Group, Winchester, Ontario

Schedule 3VS Landscape Group, Winchester, Ontario

Schedule 4VS Landscape Group, Winchester, Ontario

Schedule 5Servicemaster by Fox, Cornwall, Ontario

Schedule 6Servicemaster by Fox, Cornwall, Ontario

Schedule 7Servicemaster by Fox, Cornwall, Ontario

Schedule 8Servicemaster by Fox, Cornwall, Ontario

These recommendations represent the low bidder meeting tender specifications, pending equipment review and documentation submission.

9. Tender 21-T08 Curbside Collection of Leaves, Yard Waste and Branches, 2021-23-Financial Services

Action Recommended

That Tender 21-T08 be awarded to HGC Management Incorporated from Brantford, Ontario, at the total bid price of \$259,900.00 annually (net cost to the Corporation \$234,048.00 annually), for a two-year period, with the option to renew for two additional one-year periods, as being the best bid meeting the tender specifications.

Tender 21-T05 Grass Cutting and Trimming Various Parks, 2021-21-Financial Services

Action Recommended That Tender 21-T05 be awarded as follows:

Schedule 1EC Works Limited, Long Sault, Ontario

Schedule 2EC Works Limited, Long Sault, Ontario

Schedule 3EC Works Limited, Long Sault, Ontario

Schedule 4EC Works Limited, Long Sault, Ontario

Schedule 5Roger Salmon & Sons, Chesterville, Ontario

Schedule 6Superior Group, Williamsburg, Ontario

Schedule 7No Mow Worries and Snow Services, Martintown, Ontario

These recommendations represent the low bidder meeting tender specifications, pending equipment review and documentation submission.

There was a tied bid for Schedule 6 with No Mow Worries and Snow Services and Superior Group. Policy #FI-2019-09-09-2 section 5.10 was enacted to determine the award.

Resolutions

Résolutions

Reports from Unfinished Business and Unfinished Business Listing

Rapports des affaires incompletes

The Unfinished Business Listing for Monday, March 22, 2021, is being presented to Council to receive.

1. Unfinished Business Listing for March 22, 2021, 2021-29-Corporate 61 Services

Action Recommended That Council receive the Unfinished Business Listing for March 22, 2021.

Communication Reports

Communications et rapports

1. Integrity Commissioner Report 2020-01(Complaint of June 11, 2020, 2021-33-Corporate Services

Action Recommended That Council decide on how the report is to be made public, and whether to adopt the recommendations contained within the report.

2. Integrity Commissioner Report 2020-02 (Complaint of June 9,

64

2020), 2021-34-Corporate Services

Action Recommended

That Council decide on how the report is to be made public, and whether to adopt the recommendation contained within the report.

3.	Water Purification Plant Annual Report, 2021-08-Infrastructure and ^G Municipal Works		92
		Recommended ouncil receive Report 2021-08-Infrastructure and Municipal	
4.	Agreer Recrea	ment with OSPCA, 2021-21-Planning, Development and ation	130
	Action a.	Recommended That Council receive Report 2021-21-Planning, Development and Recreation; and	
	b.	That Council direct Administration to prepare the appropriate By-Law to enter into an agreement with the OSPCA to provide Pound Services for the City of Cornwall.	
5.		rial Park – Lot 2 Plan 52M-51 – Part Lot Control Exemption, 1-Planning, Development and Recreation	143
	Action a.	Recommended That Part Lot Control be removed from Lot 2 on Registered Plan 52M - 51, City of Cornwall; and	
	b.	That Part Lot Control be reinstated on the townhouse lots in the Memorial Park Subdivision, once the subject lots have been created by the appropriate procedure.	
6.		rial Park – Lot 3 Plan 52M-51 – Part Lot Control Exemption, 2-Planning, Development and Recreation	152
	Action a.	Recommended That Part Lot Control be removed from Lot 3 on Registered Plan 52M - 51, City of Cornwall; and	
	b.	That Part Lot Control be reinstated on the townhouse lots in the Memorial Park Subdivision, once the subject lots have been created by the appropriate procedure.	
New E	Busines	s Motions	

Nouvelles affaires

1. Special Meetings of Council for Operation Review, 2021-11-Council Members

Proposed By: Councillor Dean Hollingsworth

Seconded By:

Whereas budgeting is an ongoing responsibility of Council.

Whereas operating budgets represent a significant portion of the municipal tax levy.

And whereas Council may wish to review levels of service and allow appropriate time to plan for possible changes prior to the 2022 Budget deliberations.

Now therefore be it resolved that Council request a report from Administration on the following items:

- 1. Scheduling two Special Council Meetings during the month of May
- 2. Having Departments provide an operational review which would include:
 - 1. Budgets
 - 2. Levels of Service
 - 3. Organizational Charts

By-laws

Règlements municipaux

By-laws 2021-018 to 2021-036 inclusive, listed on the Agenda, are being presented to Council for adoption.

- 1. By-law 2018-018 HOTC 150 Pitt and 134 Montreal Road, 2021-36-162Planning, Development and Recreation, 2021-37-Planning,
Development and Recreation162
- 2. By-law 2021-019 Renaissance 17-21 Edward, 2021-34-Planning, 167 Development and Recreation, 2021-35-Planning, Development and Recreation
- By-law 2021-020 Part Lot Control, Lot 2 Plan 52M-51, 2021-43 Planning, Development and Recreation, 2021-45-Planning, Development and Recreation
- 4. By-law 2021-021- Part Lot Control, Lot 3 Plan 52M-51, 2021-44-

	Planning, Development and Recreation, 2021-46-Planning, Development and Recreation	
5.	By-law 2021-022 – Renewal of Lease Agreement No. 64-0671 with St. Lawrence Seaway Authority Management Corporation, 2021-38- Planning, Development and Recreation	183
6.	By-law 2021-023 – Renewal of Lease Agreement No. 64-0672 with the St. Lawrence Seaway Management Corporation, 2021-39- Planning, Development and Recreation	186
7.	By-law 2021-024 - Lease Agreement with the Federal Department of Fisheries and Oceans Canada for Marina 200, 2021-47-Planning, Development and Recreation, 2021-54-Planning, Development and Recreation	189
8.	By-law 2021-025 - Service Agreement Glen Stor Dun Lodge and the Royal Ottawa Hospital , 2021-01-Glen Stor Dun Lodge, 2021-02-Glen Stor Dun Lodge	194
9.	By-law 2021-026 - Community Paramedics Funding to Assist Seniors on Long Term Care Wait List, 2021-03-Cornwall SDG Paramedic Services	201
10.	By-law 2021-027 - Agreement with Eastern Ontario Health Unit for the Distribution of Naxolone Kits, 2021-04-Cornwall SDG Paramedic Services, 2021-05-Cornwall SDG Paramedic Services	204
11.	By-law 2021-028 - Transfer Payment Agreement with Ministry of Transportation – Restart Funding – Phase 2, 2021-21-Infrastructure and Municipal Works, 2021-22-Infrastructure and Municipal Works	209
12.	By-law 2021-029 - South Branch Road Water and Sewer Service Extension Agreement, 2021-12-Infrastructure and Municipal Works, 2021-13-Infrastructure and Municipal Works	214
13.	By-law 2021-030 - Surplus Land on Pitt Street, 2021-20- Infrastructure and Municipal Works	221
14.	By-law 2021-031 - Amendment to the Waste Management By-Law, 2021-11-Infrastructure and Municipal Works	224
15.	By-law 2021-032 - Amendment to the Traffic & Parking By-law 069- 89, Schedule XXIX, Community Safety Zones, Riverdale Avenue, 2021-23-Infrastructure and Municipal Works, 2021-25-Infrastructure	228

and Municipal Works

16.	By-law 2021-033 - Appointment of James Morin as Deputy Chief Building Official, 2021-48-Planning, Development and Recreation, 2021-49-Planning, Development and Recreation	234
17.	By-Law 2021-034 - Amendment to By-law 112-1998, the Animal Control By-Law for Recovery of Expenses, 2021-50-Planning, Development and Recreation, 2021-51-Planning, Development and Recreation	239
18.	By-law 2021-035 - Agreement with OSPCA, 2021-19-Planning, Development and Recreation	245
19.	By-law 2021-036 - Appointment of Matthew Stephenson as Deputy Fire Chief and to Repeal By-law 2019-035, 2021-01-Fire Services	248
Repo Coun	rts from Standing, Advisory, Special and Ad Hoc Committees of cil	
Rapp	orts des comités permanents, consultatifs, spéciaus et ad hocl	

Notices of Motion

Avis de motion

1. Mission Statement, 2021-10-Council Members

Proposed By: Councillor Elaine MacDonald

Proposed By: Councillor Syd Gardiner

Whereas, currently, our Strategic Plan mission statement is "To provide services that enable a financially and environmentally sustainable community which will care and provide for the needs and values of its residents".

Whereas the goal of all we do is a sustainable community; and

Whereas, universally, sustainability has been acknowledged as resting on the three pillars of the environment, economy and society. Sometimes called the "triple bottom line" a balance among the policies affecting the environment, the people and the economy is recognized as the formula for sustainability.

Therefore, given that sustainability is our goal, let us add the word socially to financially and environmentally in the expression of the Mission Statement in our Strategic Plan. The Mission Statement 250

would then read "To provide services that enable a financially, socially and environmentally sustainable community which will care and provide for the needs and values of its residents".

The addition of this word does not imply a change in direction or emphasis, or tasks as outlined in the Strategic Plan but it makes a clear acknowledgement of the importance of people in all we do.

Confirming By-law

Règlement municipal de ratification

By-law 2021-037, 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, March 22, 2021, is being presented to Council for adoption.

1. Confirming By-law for the Meeting of March 22, 2021, 2021-27-Corporate Services

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Adjournment and Next Regular Meeting of Council

Ajournement et prochaine séance ordinaire du Conseil

The next Regular Public Meeting of Council will be held on Monday, April 12, 2021.



Minutes

Cornwall City Council

Meeting #: Date: Location: Chair: Prepared By:	2021-07 Monday, February 22, 2021, 7:00 PM Cornwall Civic Complex, 100 Water Street East, Cornwall, Ontario, K6H 6G4, Salon B, Lower Level Bernadette Clement, Mayor 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 (via Zoom), Councillor, Glen Grant, Councillor, Todd Bennett, Councillor, Justin Towndale, Councillor (via Zoom)
Regrets:	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, Mellissa Morgan, Manager, Social and Housing Services, Carl Goodwin, Division Manager, Environment, Michael Fawthrop, Division Manager, Infrastructure, Enrique Kamm, Transportation Engineer, Katherine Wells, Strategic Planning Coordinator

1. In-Camera Session / Rise and Report from the In-Camera Meeting of Monday, February 22, 2020

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 2021-16-Financial Services - Litigation

e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board

f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose

Action Taken: Council received the report and provided direction to Administration.

Item #2 2021-14-Social and Housing Services - Lease Agreements

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 provided direction to Administration.

Item #3 - 2021-06-Infrastructure and Municipal Works - Sale of Land

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

Action Taken: Council provided direction to Administration.

2. Moment of Personal Reflection

3. National Anthem

The Acting Mayor for this month is Councillor Dean Hollingsworth.

4. Opening

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

Mayor Clement reminded the residents of Cornwall to continue to follow the health protocols in place now that the region has moved from the Stay-at-Home Order into the Orange zone.

5. Roll Call

6. Additions, Deletions or Amendments

1. Addition of By-law 2021-015, Housing Provider Operating Agreement with Finch & District Seniors Housing Corporation.

2. Addition of By-law 2021-016, Housing Provider Operating Agreement with J.W. MacIntosh Community Support Services amending Confirming By-law to Number 2021-017.

7. Adoption of Agenda

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

Motion to adopt the Agenda as amended.

Motion Carried

8. Disclosures of Interest

1. Carilyne Hébert, Councillor - Disclosures of Interest

Councillor Carilyne Hebert disclosed a conflict of interest on Communication Item #2, Ontario's Vision for Social Assistance Transformation, as her employer the Social Development Council receives funding from Social and Housing Services and the potential budget implications.

9. Committee of the Whole

Moved By: Syd Gardiner, Councillor Seconded By: Glen Grant, Councillor

Motion to go into the Committee of the Whole.

Motion Carried

10. Adoption of Minutes

Moved By: Elaine MacDonald, Councillor Seconded By: Maurice Dupelle, Councillor

Motion to approve the following Minutes as presented:

- Budget Meeting of February 1, 2021
- Budget Meeting of February 2, 2021
- Budget Meeting of February 3, 2021
- Regular Meeting of February 8, 2021

11. Presentations

1. Traffic on Riverdale Avenue, 2021-10-Infrastructure and Municipal Works

Michael Fawthrop, Division Manager, Infrastructure Planning and Enrique Kamm, Transportation Engineer, outlined the construction and traffic related matters from two petitions received in relation to Parkwood Estates - Phases 3 and 4 (Grant Avenue and Riverdale Avenue North). Mr. Fawthrop explained the municipal regulations that the developer is required to follow and presented the traffic findings from two recent speed surveys in addition to the historical data used.

12. Delegations

There were no Delegations.

13. Consent Reports

Moved By: Maurice Dupelle, Councillor Seconded By: Dean Hollingsworth, Councillor

Motion to adopt the Consent Items as listed.

Motion Carried

1. Proclamation – Purple Day for Epilepsy Awareness, 2021-22-Corporate Services

Motion to proclaim March 26, 2021, as "Purple Day for Epilepsy Awareness" in the City of Cornwall and allow its flag to be flown at 340 Pitt Street from March 26 to March 28, 2021.

2. Request for Quotation 21-Q06 Supply and Delivery of Two Ice Resurface Machines, 2021-14-Financial Services

Motion to award quotation 21-Q06 to Resurfice Corporation, from Elmira, Ontario, at the total bid price of \$236,260.40 (net cost to the Corporation - \$208,180.60) including provisional items, being the best bid meeting the quotation specifications.

3. Tender 20-T40 Supply and Delivery of a New Tandem Axle Truck with Attachments, 2021-13-Financial Services

Motion to award Tender 20-T40 to Cornwall Freightliner, from Cornwall, Ontario, at the total bid price of \$316,707.36 (net cost to the Corporation -\$285,204.79) being the best bid meeting the tender specifications.

14. Resolutions

There were no Resolutions.

15. Reports from Unfinished Business and Unfinished Business Listing

1. Cost Analysis Cornwall Greenhouse Gas Emissions, 2021-07-Infrastructure and Municipal Works

Moved By: Dean Hollingsworth, Councillor Seconded By: Carilyne Hébert, Councillor

Motion to defer this matter until a full cost analysis is available for Cornwall's greenhouse gas emissions.

Motion to Defer Defeated for Want of Majority

Moved By: Glen Grant, Councillor Seconded By: Elaine MacDonald, Councillor

- a. Motion to receive Report 2021-07-Infrastructure and Municipal Works.
- b. Motion to direct Administration to develop a Zero Carbon Roadmap.

Motion Carried

2. Riverdale Avenue Petition- Traffic and Safety Concerns, 2021-09-Infrastructure and Municipal Works

Moved By: Glen Grant, Councillor Seconded By: Todd Bennett, Councillor

Motion to approve the following:

- The installation of all-way stop signs at the intersection of Riverdale Avenue and Grant Avenue not be considered due to Provincial 'ALL-WAY STOP' Warrants not being met;
- b. The results of this report be forwarded to the Cornwall Police Services for consideration of regular enforcement of the speed limit and other rules of the road in the area;
- c. The City continue to install speed board radars along Riverdale Avenue from time to time to raise motorists awareness and to support police enforcement;

- d. The existing 'Community Safety Zone' along Riverdale Avenue be extended north to Dorney Avenue; and
- e. The City continue to monitor the area in order to identify potential issues and to assess the need for future traffic calming measures or pedestrian and cyclists infrastructure.

Motion Carried

3. Vacant Property Levy Program, 2021-15-Financial Services

Moved By: Carilyne Hébert, Councillor Seconded By: Syd Gardiner, Councillor

- a. Motion to receive Report 2021-15-Financial Services.
- b. Motion to not proceed with a Vacant Property Levy Program.

Motion Carried

4. Unfinished Business Listing for February 22, 2021, 2021-21-Corporate Services

Moved By: Todd Bennett, Councillor Seconded By: Glen Grant, Councillor

Motion to receive the Unfinished Business Listing for February 22, 2021.

Motion Carried

16. Communication Reports

1. Mayor's Task Force on Housing Update, 2021-04-CAO

Moved By: Todd Bennett, Councillor Seconded By: Carilyne Hébert, Councillor

Motion to receive Report 2021-04-CAO

2. Ontario's Vision for Social Assistance Transformation, 2021-15-Social and Housing Services

Having declared a conflict, Councillor Carilyne Hébert stepped away from the table.

Moved By: Syd Gardiner, Councillor Seconded By: Claude E. McIntosh, Councillor

Motion to receive Report 2021-15-Social and Housing Services.

Motion Carried

17. New Business Motions

1. Domtar Properties, 2021-06-Council Members

Moved By: Syd Gardiner, Councillor Seconded By: Elaine MacDonald, Councillor

Motion to direct Administration to prepare a report providing an update on the property located along Second Street and known as the Domtar property.

Motion Carried

2. CIL Property, 2021-07-Council Members

Moved By: Syd Gardiner, Councillor Seconded By: Elaine MacDonald, Councillor

Motion to direct Administration to prepare a report providing an update on the property located on the corner of Second Street and Brookdale Avenue known as the CIL property.

Motion Carried

3. Corner of Second and Pitt Streets Property, 2021-08-Council Members

Moved By: Syd Gardiner, Councillor Seconded By: Elaine MacDonald, Councillor

Motion to direct Administration to prepare a report providing an update on the property located on the corner of Second and Pitt Streets.

18. By-laws

Moved By: Maurice Dupelle, Councillor Seconded By: Elaine MacDonald, Councillor

Motion to adopt By-laws 2021-015 and 2021-016 as listed on the Agenda.

Motion Carried

- By-law 2021-015 Housing Provider Operating Agreement with Finch & District Seniors Housing Corporation, 2021-16-Social and Housing Services
- By-law 2021-016 Housing Provider Operating Agreement with J.W. MacIntosh Community Support Services, 2021-17-Social and Housing Services

19. Reports from Standing, Advisory, Special and Ad Hoc Committees of Council

1. Councillor Elaine MacDonald announced that \$837,000 has been raised to date for the Arts and Culture Centre. The fundraising committee, Be the Link, will be holding an on-line auction from April 9 to April 16, 2021.

Councillor MacDonald also announced that GRC Architects, the architectural firm will be making a presentation to Council on March 8, 2021 on the proposed design for the centre. Images of the design will be on display at the Cornwall Square following the Council presentation.

20. Notices of Motion

There were no Notices of Motion.

21. Confirming By-law

1. Confirming By-law for the Meeting of February 22, 2021, 2021-23-Corporate Services

Moved By: Elaine MacDonald, Councillor Seconded By: Glen Grant, Councillor

Motion to adopt the Confirming By-law 2021-017.

22. Adjournment and Next Regular Meeting of Council

The next Special Public Meeting of Council will be held on Monday, March 8, 2021.

The next Regular Public Meeting of Council will be held on Monday, March 22, 2021.

Moved By: Syd Gardiner, Councillor Seconded By: Claude E. McIntosh, Councillor

Motion to adjourn the Meeting of Monday, February 22, 2021 at 10:30 p.m.

Motion Carried

Manon L. Levesque, City Clerk

Bernadette Clement, Mayor



Minutes

Cornwall City Council

Meeting #: Date: Location: Chair: Prepared By:	2021-08 Monday, March 8, 2021, 5:00 PM Cornwall Civic Complex, 100 Water Street East, Cornwall, Ontario, K6H 6G4, Salon B, Lower Level Bernadette Clement, Mayor 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 (Zoom – left meeting at 7:10 p.m.), Glen Grant, Councillor, Todd Bennett, Councillor, Justin Towndale, Councillor (Zoom), Eric Bergeron, Councillor (Zoom)
Attendance Administration:	Maureen Adams, CAO, Manon L. Levesque, City Clerk, Geoffrey Clarke, General Manager, Corporate Services, Mark Boileau, General Manager, Planning Development Recreation, Tracey Bailey, General Manager, Financial Services, Bill de Wit, Acting General Manager, Infrastructure and Municipal Works, Jeff Weber, Fire Chief, Bill Lister, EMS Chief, Mellissa Morgan, Manager, Social and Housing Services, James Fawthrop, Manager, Recreation and Facilities, Katherine Wells, Strategic Planning Coordinator

1. Roll Call

2. Opening

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

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3. Adoption of Agenda

Moved By: Syd Gardiner, Councillor Seconded By: Glen Grant, Councillor

Motion to adopt the Agenda as presented.

Motion Carried

4. Disclosures of Interest

1. Carilyne Hébert, Councillor - Disclosures of Interest

Councillor Carilyne Hébert disclosed that the Social Development Council is involved in two of the projects mentioned as ongoing initiatives outlined in Pillar 2 - Employment of the Strategic Planning Report.

5. Committee of the Whole

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

Motion to go into the Committee of the Whole.

Motion Carried

6. Presentations and Reports

1. Arts and Culture Centre Preliminary Design Presentation, 2021-40-Planning, Development and Recreation

Mark Boileau, General Manager, Planning Development and Recreation introduced Martin Tite, Principal, and Jennifer Heaney, Associate, from GRC Architects who would be presenting the preliminary design for the future Arts and Culture Centre.

Mr. Boileau thanked the Arts Centre Steering Committee that assisted GRC Architects with the different features. Mr. Boileau also extended the City's appreciation to the Arts Centre Be the Link Fundraising Committee and their commitment to raise \$1 million towards the project. The Committee has raised \$875,076 to date. Ms. Jennifer Heaney provided a brief overview of the virtual engagement session that was held in the summer of 2020 and the 8 guiding principles that resulted for the Arts Centre. Ms. Heaney presented the pre-design (Class C) drawings which included a number of recommendations for renovating the space as well as an estimated cost of \$7,388,600 for construction.

Mr. Jamie Fawthrop, Manager, Recreation and Facilities, indicated that the City will be looking at the salvaged Capitol Theatre's artifacts to see how they may be incorporated within the Art Centre. Mr. Fawthrop also presented a proposed business plan and operating budget for the Centre.

2. Strategic Priorities 2019-2022 Update, 2021-05-CAO

Katherine Wells, Strategic Planning Coordinator, provided an update on the progress of the Strategic Priorities since its inception in 2019.

Moved By: Todd Bennett, Councillor Seconded By: Elaine MacDonald, Councillor

Motion to receive Report 2021-05-CAO.

Motion Carried

7. Adjournment

The next Regular Public Meeting of Council will be held on Monday, March 22, 2021.

Moved By: Todd Bennett, Councillor Seconded By: Elaine MacDonald, Councillor

Motion to adjourn the Special Meeting of Council of March 8, 2021 at 9:40 p.m.

Motion Carried

Manon L. Levesque, City Clerk

Bernadette Clement, Mayor



Minutes

Cornwall City Council

Meeting #:	2021-09
Date:	Monday, March 15, 2021, 5:00 PM
Location:	Zoom
Chair	Bernadette Clement, Mayor
Prepared By:	Debbie Caskenette, Deputy Clerk
Attendance	Bernadette Clement, Mayor, Claude E. McIntosh,
Committee Members:	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 Administration:	Maureen Adams, CAO, Manon L. Levesque, City 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, Mellissa Morgan, Manager, Social and Housing Services, Jeff Weber, Fire Chief

1. Roll Call

2. Opening

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

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3. Adoption of Agenda

Moved By: Syd Gardiner, Councillor Seconded By: Todd Bennett, Councillor

Motion to adopt the Agenda as presented.

Motion Carried

4. Disclosures of Interest

There were no Disclosures of Interest.

5. Committee of the Whole

Moved By: Carilyne Hébert, Councillor Seconded By: Glen Grant, Councillor

Motion to go into the Committee of the Whole.

Motion Carried

6. Presentations and Reports

1. COVID-19 Update by Dr. Paul Roumeliotis Medical Offer of Health, 2021-05-CAO

Dr. Paul Roumeliotis, Medical Officer of Health, provided an update on the number of current cases in the EOHU region, half of which were in the Cornwall area mostly related to workplaces. Dr. Paul stated that, overall, the numbers in the region are staying within the Orange zone.

Dr. Paul outlined the EOHU's vaccination goals stating that Phase 1 should be completed by the end of March and Phase 2 to begin by April. To date, 18,000 people have been vaccinated with all residents of long term care homes fully vaccinated.

7. Adjournment

The next Regular Public Meeting of Council will be held on Monday, March 22, 2021.

Moved By: Syd Gardiner, Councillor Seconded By: Carilyne Hébert, Councillor

Motion to adjourn the Special Meeting of Council of March 15, 2021 at 6:05 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 ServicesDivision:Clerk's DivisionReport Number:2021-32-Corporate ServicesPrepared By:Debbie Caskenette, Deputy ClerkMeeting Date:March 22, 2021Subject:Proclamation – Parkinson Awareness Month

Purpose

To proclaim the month of April 2021, as "Parkinson's Awareness Month" in the City of Cornwall.

Recommendation

That Council proclaim April 2021 as 'Parkinson's Awareness Month' in the City of Cornwall.

Background / Discussion

A request was received from Parkinson's Canada to proclaim April 2021 as "Parkinson's Awareness Month", in an effort to increase public awareness of this devastating neurological disorder and the struggle for those with Parkinson's to maintain and manage daily activities.



Document Title:	Proclamation - Parkinson Awareness Month - 2021-32- Corporate Services.docx
Attachments:	- Parkinson's Awareness_Month_2021_Letter ProcImation_Final.doc
Final Approval Date:	Mar 17, 2021

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

Manon L. Levesque - Mar 17, 2021 - 1:57 PM

Geoffrey Clarke - Mar 17, 2021 - 2:07 PM

Maureen Adams - Mar 17, 2021 - 4:45 PM



Mayor Bernadette Clement City of Cornwall 360 Pitt Street Cornwall ON K6H 5T9

April 2021

Dear Mayor Clement:

As we work our way through these challenging times we sometimes put special-needs organizations in the background. These organizations depend on public support, awareness and individual support. In particular, the support that is necessary to maintain a healthy way of life for people in our community who suffer from Parkinson's is critical.

April is internationally recognized as **Parkinson Awareness Month. A public statement from our leaders will go a long way towards raising public awareness** of the struggle for those with Parkinson's to maintain and manage daily activities for as long as possible.

A Proclamation from your office would assist us with one of our major goals; to increase public awareness of this devastating neurological disorder. Parkinson can affect individuals of both genders and all ages, - including those in their early 20s - those with young children and some at the height of their careers. The debilitating effects of Parkinson's are felt not only by the person with the disease, but their entire family and the broader community. Unfortunately, there is currently no known cure.

In the Cornwall catchment area, it is estimated that there are 300 people currently living with Parkinson's. This number is expected to double in ten years.

As agreed in conversation with Mayor Clement on March 4th the city is willing to entertain proclamations this year. We have taken the liberty of including an outline for a proclamation regarding Parkinson's Awareness. Adjust as needed for City Protocols. Thank you.

Sincerely,

Earle DePass, Coordinator, Cornwall SuperWalk 2021 Dr. Tom Olien 2021 Awareness Initiative

cc: Mr. Alan Muir, Manager, Resource Development – Ottawa Office Parkinson Canada, <u>Alan.Muir@Parkinson.ca</u> 1-200 Colonnade Rd, Ottawa, ON K2E 7M1



Parkinson Awareness Month – 2021

Proclamation

WHEREAS	Parkinson's disease, for which there is no known cause or cure, is a progressive, degenerative neurological disorder which causes tremors or trembling of the arms and legs, muscular rigidity, slowness of movement and difficulty with speaking, swallowing, eating, drinking. sleeping, mood and cognition; and,
WHEREAS	Parkinson's is a progressive chronic disease that results in a loss of independence and premature death; and,
WHEREAS	Parkinson's affects approximately 4,000 adults in the Champlain Region, with approximately 300 in Cornwall catchment area; and,
WHEREAS	Parkinson Canada is providing information, consultation, support services and educational seminars for people with Parkinson's and their families; and is promoting a better understanding of this disorder; and,
WHEREAS	It takes a community to educate and support people affected by Parkinson's disease and April is Awareness Month World Wide:
NOW, THEREFORE	I, Mayor of the City of
	DO HEREBY PROCLAIM the month of April 2021 as "PARKINSON'S AWARENESS MONTH", and Sunday April 11 as "World Parkinson's Day" and urge all citizens of our community to become more educated and aware of the far-reaching effects of Parkinson's disease.



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

Department:	Financial Services
Division:	Finance
Report Number:	2021-18-Financial Services
Prepared By:	Paul Scrimshaw, Accounting Manager and Deputy Treasurer
Meeting Date:	March 22, 2021
Subject:	2020 Annual Remuneration and Expense Statement - Elected Officials

Purpose

To comply with the Provincial legislation requiring municipalities to submit an annual statement of remuneration and expenses paid in the previous year to each member of Council.

Recommendation

That Council receive the 2020 statement of remuneration and expenses paid to members of Council in accordance with Section 284 of the *Municipal Act, 2001*.

Financial Implications

All remuneration and expenses incurred are in compliance with the approved Council remuneration, corporate policies, accounting and reporting procedures, and the 2020 Budget.



Strategic Priority Implications

This report achieves the Strategic Plan of corporate excellence ensuring financial accountability by exercising prudent financial stewardship, managing public funds, and compliance with statutory reporting requirements.

Background / Discussion

Section 284 (2) of the *Municipal Act, 2001* requires that the Treasurer report to Council by the 31st of March, a statement of total remuneration and expenses paid in the previous year to any member of Council or its committees in respect of his/her services as a member of Council or committees. In addition, Section 284(2) of the *Act* also specifies that the statement should identify the By-law or Council resolution under which the remuneration and expenses were authorized to be paid. The Municipal Freedom of Information and Protection of Privacy Act provides that these statements be public records.

Members of Council receive an annual salary that is set by By-law (2019-150) which outlines annual provisions for cost of living adjustments.

Only members of local boards and committees that received payment in the form of remuneration and/or expenses in 2020 are listed in this report. All other committee or board members not in receipt of compensation are excluded.

The expense component is comprised of costs related to such areas as corporate travel; public relations as an individual member of Council or on behalf of Council as a whole; city souvenirs; and miscellaneous expenses necessary to fulfill the duties of office.

Appendix A summarizes the remuneration and expenses of the Mayor, each Councillor and committee members. All Council and committee's expenses have been made in accordance with By-law No. 2019-150 and Council policies. Reporting on these items meets the requirements under Section 284 of the *Municipal Act.*



Document Title:	2020 Annual Remuneration and Expense Statements - 2021-18-Financial Services.docx
Attachments:	- Appendix A - 2020 Annual Report Summary.pdf
Final Approval Date:	Mar 16, 2021

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

Tracey Bailey - Mar 16, 2021 - 8:34 AM

Maureen Adams - Mar 16, 2021 - 2:45 PM

image: constraint of the constr	SUMMARY OF REMUNERATION AND EXPENSES OF ELECTED OFFICIALS for the year ended December 31, 2020 as per Section 284 (1) of the Municipal Act, 2001 and By-law No. 2019-150											
Clement, B. Mayor Signature Signature <ths< th=""><th>Member of Council</th><th>Remuneration</th><th></th><th></th><th></th><th></th><th></th><th></th></ths<>	Member of Council	Remuneration										
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SUMMARY OF REMUNERATION AND EXPENSES OF ELECTED OFFICIALS for the year ended December 31, 2020											
	as per Sect	ion 284 (1) of the Mur			50						
Member of Council	Remuneration	Boards / Commissions	Corporate Travel	Public Relations	Miscellaneous Expenses	TOTAL (excludes Prom. Gifts)	Promotional Gifts *				
Grant, G.		Commissions	Haver	Relations	Expenses	(excludes from. dires)	Giits				
Councillor											
City Remuneration	\$19,954.90					\$19,954.90					
Municipal Expenses					\$170.70						
						\$20,125.60	\$0.00				
Cornwall Police Services Board		¢2,000,00				¢2,000,00					
Honorarium Board Expenses		\$3,000.00				\$3,000.00 \$0.00					
Board Expenses						\$0.00 \$3,000.00					
Hébert, C.						\$3,000.00					
Councillor											
City Remuneration	\$19,954.90					\$19,954.90					
Municipal Expenses						\$0.00					
						\$19,954.90					
Raisin Region Conservation Authority											
Honorarium paid directly to City		\$489.60				\$489.60					
Board Expenses						\$0.00 \$489.60	\$0.00				
Hellingewerth D						\$465.00	\$0.00				
Hollingsworth, D. Councillor											
City Remuneration	\$19,954.90					\$19,954.90					
Municipal Expenses	<i>\</i> 23,300			\$50.00		\$50.00					
						\$20,004.90	\$0.00				
MacDonald, E.											
Councillor											
City Remuneration	\$19,954.90					\$19,954.90					
Municipal Expenses			\$95.41			\$95.41					
						\$20,050.31	\$0.00				
McIntosh, C.											
Councillor City Remuneration	\$19,954.90					\$19,954.90					
Municipal Expenses	\$15,554.50			\$148.55		\$19,954.90					
Municipal Expenses				Ş140.55		\$20,103.45	\$0.00				
Raisin Region Conservation Authority						,	,				
Honorarium paid directly to City		\$571.20				\$571.20					
Board Expenses						\$0.00					
						\$571.20					
Towndale, J.											
Councillor	A										
City Remuneration Municipal Expenses	\$15,943.24					\$15,943.24					
						\$0.00 \$15,943.24	\$0.00				
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	ARY OF REMUNERATION for the year en ection 284 (1) of the Mur	ded December 31, 20	020								
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	Food Provisions	Office Supplies	Public Relations	Memberships / Association Fees	Cellular Phone	TOTAL					
Council (As a Whole)	\$3,195.86	\$1,242.08	\$8,155.88	\$35,118.16	\$7,131.43	\$54,843.41					
Memberships /				Corporate							
Association Fees				Expenses							
Association of Municipalities of Ontario				\$13,660.61							
Federation of Canadian Municipalities				\$9,540.20							
Great Lakes and St. Lawrence Cities Initiative				\$3,300.00							
Cornwall and Area Chamber of Commerce				\$447.74							
Association française des municipalités de l'Ontario AMO - Municipal Employer Pension Centre of Ontario				\$2,934.06 \$4,060.22							
The Municipal Information Network				\$4,000.22		\$35,118.16					
				\$1,175.55		<i>333,</i> 110.10					
Conference / Professional	Corporate		Conference / Profe	essional		Corporate					
Development	Expenses		Development			Expenses					
Mayor B. Clément			Councillor S. Gardin								
AMO Annual Conference	\$610.56		AMO Annual Confe	erence		\$610.56					
Councillor C. Hébert			Councillor C. McIn	tosh							
AMO Annual Conference	\$610.56		None			\$0.00					
Councillor E. MacDonald			Councillor J. Town	dale							
AMO Annual Conference	\$610.56		None			\$0.00					
Councillor E. Bergeron			Councillor T. Benn	ett							
None	\$0.00		None			\$0.00					
Councillor G. Grant			Council as a Whole	2							
None	\$0.00		None			\$0.00					

	SUMMARY OF REMUNERATIO for the year e as per Section 284 (1) of the Mu	nded December 31, 20	020
Boards / Commissions	Honorarium	Expenses	
Committee of Adjustment			
Steven Alexander	\$795.60		
Raymond Contant	\$810.00		
Benjamin de Hann	\$795.60		
Cornwall Police Services Board			
Martha Woods	\$3,000.00		
Mike Payette	\$3,000.00		
William Beattie	\$3,000.00		



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

Department:	Cornwall & SD&G Paramedic Services
Report Number:	2021-02-Cornwall SDG Paramedic Services
Prepared By:	Bill Lister, Chief
Meeting Date:	March 22, 2021
Subject:	Community Paramedics Funding to Assist Seniors on Long Term Care Wait List to Remain Safely at Home

Purpose:

To enter into an Agreement with the Ministry of Health so that Community Paramedics can assist seniors who are on Long Term Care wait lists, or soon to be, remain safely in their homes for as long as possible.

Recommendation

That Council receive Report 2021-02-Cornwall SDG Paramedic Services.

Financial Implications

The Ministry of Health will provide up to \$2,815,200 in one time funding for a four-year transfer payment agreement between 2020 and 2025 to support seniors on the provincial long-term care wait list, or soon to be eligible for long term care, with community paramedicine services in the comfort of their own homes. This initiative is 100% funded by the Province. There is no municipal contribution.



Background / Discussion

Over 38,000 seniors are currently on the provincial wait list for Long Term Care bed placements.

Seniors and their caregivers struggle to remain safely at home and often end up in emergency departments for non-emergency conditions. Many are admitted to hospital as it is not safe to return them to home without support.

The goal of this program is to work in coordination with other home and health care providers to keep individuals in their homes for as long as possible. Community paramedics work with primary care providers to do wellness assessments to regularly check on individuals who struggle to remain independent. The program is for those who live in Cornwall and the surrounding counties of Stormont, Dundas, and Glengarry. Community paramedics work outside of the traditional 911 system when assisting these individuals.

This impacts caregivers, who gain peace of mind knowing their family members are safe. The program is also significant as it reduces the number of hospital admissions to those individuals who can be assisted in another way.

Individuals are introduced to the program through referrals primarily through the LHIN who will coordinate the entire support team, so everyone is aware of the individual's progression. It is a "whatever it takes" approach to keep individuals safely at home. Paramedics are perfectly suited to be adaptable and resourceful in-home care environments.

This funding enhances the already existing Community Paramedic (CP) Program which has done similar work identifying and assisting individuals who use the emergency department as an access point for non-emergency conditions.

To support this initiative, there is a requirement to add one vehicle to the Service's fleet. This vehicle is estimated to cost \$105,000 and would be funded through the Land Ambulance Reserve and charged back to the CP Program through annual amortization over the life of the vehicle. In the event that the CP Program comes to an end prior to the vehicle being fully amortized, the Service will incorporate this vehicle as part of its current vehicle replacement schedule.

A By-law authorizing The Corporation of the City of Cornwall to enter into an Agreement with the Ministry of Health is included on this Agenda for Council's approval.

Accessibility Impact

This program brings services to the clients in their own homes.



Document Title:	Community Paramedics - Long Term Care Initiative - 2021- 02-Cornwall SDG Paramedic Services.docx
Attachments:	
Final Approval Date:	Mar 15, 2021

Bill Lister - Mar 8, 2021 - 10:28 AM

Tracey Bailey - Mar 14, 2021 - 2:57 PM

Maureen Adams - Mar 15, 2021 - 4:44 PM



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

Department:	Planning, Development and Recreation
Division:	Planning
Report Number:	2021-33-Planning, Development and Recreation
Prepared By:	Dana McLean, Development Coordinator
Meeting Date:	March 22, 2021
Subject:	February PAC 150 Pitt 134 Montreal Road 217 Pitt Street and 780 Sydney Street

Purpose

To approve the hereafter four (4) mentioned items, under the Heart of the City Community Improvement Plan, recommended for approval at the February CPPEG.

HOTC#2021-03 150 Pitt St, HOTC#2021-04 134 Montreal Rd, HOTC#2007-08 Addendum 213-217 Pitt St and HOTC#2020-02 780 Sydney St.

Recommendation

That Council approve the following items:

 a. 1727846 Ontario Inc at 150 Pitt St for Program 2 Building Restoration & Improvement Program in the amount of \$41,250, Program 3 Project Design Grant in the amount of \$7,500, Program 4 Façade Improvement & Sign grant in the amount of \$12,000, Program 5 Municipal Planning/Development Fees grant based on actual costs and Program 6 Discretionary Municipal Tipping Fees grant based on actual weigh bill receipts.



- b. Sarah Irwin & Shawn Smith at 134 Montreal Rd. for Program 2 Building Restoration & Improvement in the amount of \$3,000 Program 5 Municipal Planning/Development Fees grant based on actual costs and Program 6 Discretionary Municipal Tipping Fees grant based on actual weigh bill receipts.
- c. Marc and Christine Champagne at 213-217 Pitt St Program 3 Project Design grant in the amount of \$3,000 Program 5 Municipal Planning/Development Fees grant based on actual costs and Program 6 Discretionary Municipal Tipping Fees grant based on actual weigh bill receipts.
- d. Wesleyan Church of Canada at 780 Sydney St for Program 3 Project Design grant in the amount of \$2,000 (located outside the Priority Area, therefore 50% of the allowable amount in the community improvement plan) Program 5 Municipal Planning/Development Fees grant based on actual costs and Program 6 Discretionary Municipal Tipping Fees grant based on actual weigh bill receipts.

Financial Implications

Funding for the Heart of the City applications are sourced from the Heart of the City Reserve and therefore does not have any immediate impact on the 2021 operating budget.

Background / Discussion

Motion to endorse the PAC recommendation as presented. Moved by: Maurice Dupelle, Councillor Seconded by: Amanda Brisson, Lay member Carried



Document Title:	February PAC 150 Pitt 134 Montreal 217 Pitt and 780 Sydney - 2021-33-PDR.docx
Attachments:	
Final Approval Date:	Feb 24, 2021

Mary Joyce-Smith - Feb 22, 2021 - 2:12 PM

Mark A. Boileau - Feb 24, 2021 - 2:35 PM

Maureen Adams - Feb 24, 2021 - 2:45 PM



The Corporation of the City of Cornwall Regular Meeting of Council

Report

Department:	Financial Services
Division:	Purchasing
Report Number:	2021-24-Financial Services
Prepared By:	Nicole Robertson, Supervisor
Meeting Date:	March 22, 2021
Subject:	Non-Competitive Procurement Cornwall Civic Complex – Refrigeration Plant Condenser

Purpose

To obtain Council approval to award a contract for the replacement of the refrigeration plant condenser at the Cornwall Civic Complex.

Recommendation

That Council approves the non-competitive procurement for the replacement of the refrigeration plant condenser at the Civic Complex with CIMCO Refrigeration, A Division of Toromont Industries Limited, from Ottawa, Ontario, for a total of \$233,800 excluding HST (approximate net cost to Corporation - \$237,609.60).

Financial Implications

The Corporation had budgeted \$250,000 in the Capital Budget for this project. This project is funded from the Recreation Facilities and Equipment Reserve.



Strategic Priority Implications

This report addresses Council's accountability and transparency to the ratepayers of the City of Cornwall. The proposed project also aligns with item 2, "Sports and recreation opportunities" under the pillar "Developing waterfront through ownership, partnerships for business, and recreational opportunities." in the 2019-2022 Strategic Plan, as the purpose of the project is to ensure the ongoing operation of a City owned recreation facility located on the waterfront.

Background / Discussion

The arena floor at the Civic Complex is cooled by a piping system under the concrete slab. The cooling medium is ammonia which is the most efficient heat transfer fluid available. Unfortunately, there are dangers with utilizing ammonia, so any reduction of the quantity of ammonia in the system reduces the risk of exposure. There are numerous safety devices built into the plant to ensure the safe operation of the plant which have been installed and are maintained by the current contractor.

Currently, ammonia travels from inside the ice plant room, through the building for approximately 100 feet, exits the building and rises to the exterior mounted refrigeration plant condenser. The project will not only replace the condenser, which has exceeded its useful life, but will also install a plate heat exchanger in the plant room, allowing only the glycol to travel from the plant room to the condenser rather than ammonia. The result will be eliminating approximately 90% of the total ammonia charge in the entire refrigeration system.

In order to maintain consistency with the existing equipment, and the fact that our existing ice plant maintenance contractor has successfully maintained the equipment for the last 25+ years and are familiar with the specific operations of the refrigeration plant, the recommendation is to award to the current ice plant maintenance contractor.



Document Title:	Non-Competitive - Cornwall Civic Complex - Refrigeration Plant Condenser - 2021-24-Financial Services.docx
Attachments:	
Final Approval Date:	Mar 17, 2021

Mark A. Boileau - Mar 16, 2021 - 4:28 PM

Tracey Bailey - Mar 16, 2021 - 7:53 PM

Maureen Adams - Mar 17, 2021 - 9:32 AM



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

Department:Financial ServicesDivision:Glen-Stor-Dun LodgeReport Number:2021-19-Financial ServicesPrepared By:Diane Leduc, Senior BuyerMeeting Date:March 22, 2021Subject:RFP Terms of Reference for Physiotherapy Services for the
Glen Stor Dun Lodge

Purpose

Pursuant to Council Report 2019-207 Financial Services, the purpose of this report is to provide Council with the Terms of Reference of a Request for Proposal (RFP) prior to the issuance of a RFP document where the following criteria is met:

- 1. The contract is estimated at \$150,000.01 or more; and/or
- 2. A change in level of services is being considered.

Recommendation

That Council receive Report 2021-19-Financial Services.

Strategic Priority Implications

This report addresses Council's accountability and transparency to the ratepayers of the City of Cornwall.



Background / Discussion

Project Overview

RFP 21-P05 invites Proposals from qualified proponents to provide professional services for Physiotherapy Services for a term of three years with an option to extend two additional one-year terms.

Background

The successful Proponent is required to provide elective physiotherapy services to the residents at the Glen Stor Dun Lodge. As described in the Terms of Reference, the primary responsibilities for the Physiotherapist are as follows:

- Adherence to the Ministry of Health and Long Term Care standards, the Regulated Health Professions Act 1991, Health Insurance Act 1990, Occupational Health and Safety Act, Canadian Physiotherapy Association and College of Physiotherapists of Ontario standards of practice, and pertinent policies of the Glen Stor Dun Lodge.
- Active participant on relevant committees, as determined by the Corporation, including, but not limited to Fall and Least Restraint Program, Wound Care, Nursing Rehab, Pain Management, Restorative Care, Professional Advisory Committee, Continuous Quality Improvement, Accreditation, and other professional practice.
- 3. Available at a minimum, 32 hours monthly for Physiotherapy and/or consultations/assessments at the Lodge with resident/family and as required by the Corporation.
- 4. Participate in the Homes' quality management programs as required by the Corporation, including, but not limited to, a monthly service utilization record.
- 5. Assess educational needs of Lodge staff and conduct education programs to PSW, RN/RPN, Physiotherapy staff, and Recreation staff to enhance program function (safe lifting, transfer, back care, etc.)
- 6. Provide wheelchair and 4-wheel walker assessment, application to Assistive Devices Program (ADP), liaise with family and suppliers for equipment needs.



The approximate timetable for the RFP is as follows:

Item	Date
Issue of RFP	March 23, 2021
Deadline for Questions	April 6, 2021
Deadline for Submission	April 19, 2021
Award of RFP	May 25, 2021
Contract Commencement	July 1, 2021

Appendix A – Terms of Reference for RFP 21-P05 is attached to this report.



Document Title:	RFP Terms of Reference for Physiotherapy Services at GSDL - 2021-19-Financial Services.docx
Attachments:	- 21-P05 RFP Terms of Reference.pdf
Final Approval Date:	Mar 17, 2021

Steven Golden - Mar 16, 2021 - 3:35 PM

Tracey Bailey - Mar 16, 2021 - 7:43 PM

Maureen Adams - Mar 17, 2021 - 9:32 AM

THE CORPORATION OF THE CITY OF CORNWALL

Request for Proposal 21-P05 Physiotherapy Services for the Glen Stor Dun Lodge

Appendix A – Terms of Reference

Background

The City of Cornwall invites Proposals from qualified Proponents to provide Physiotherapy Services for the Glen Stor Dun Lodge, 1900 Montreal Road, Cornwall, Ontario.

The Glen Stor Dun Lodge is a home for the aged for 132 residents overlooking the banks of the St. Lawrence River.

Primary Responsibilities

The primary responsibilities for the Physiotherapist are as follows:

- Adherence to the Ministry of Health and Long Term Care standards, the Regulated Health Professions Act 1991, Health Insurance Act 1990, Occupational Health and Safety Act, Canadian Physiotherapy Association and College of Physiotherapists of Ontario standards of practice, and pertinent policies of the Glen Stor Dun Lodge.
- Active participant on relevant committees, as determined by the Corporation, including, but not limited to Fall and Least Restraint Program, Wound Care, Nursing Rehab, Pain Management, Restorative Care, Professional Advisory Committee, Continuous Quality Improvement, Accreditation and other professional practice.
- 3. Available at a minimum, 32 hours monthly for Physiotherapy and/or consultations/assessments at the Lodge with resident/family and as required by the Corporation.
- 4. Participate in the Homes' quality management programs as required by the Corporation, including, but not limited to, a monthly service utilization record.
- 5. Assess educational needs of Lodge staff and conduct education program to PSW, RN/RPN, Physiotherapy staff and Recreation staff to enhance program function. (safe lifting, transfer, back care, etc.)
- 6. Provide wheelchair and 4-wheel walker assessment, application to ADP, liaise with family and suppliers for equipment needs.

The Physiotherapy Scope of Service: (see attached MOHLTC LTCH Physiotherapy Funding Policy, section 3)

- 1. Provide elective Physiotherapy services (s. 9 of the LTCHA 2007) to the residents of the Glen Stor Dun Lodge;
- 2. Provide organized program of rehabilitation services that includes but not limited to admission assessment, care planning, implementation and evaluation. All programs are coordinated with the in-house physiotherapy/restorative service and conducted by Physiotherapy Assistants and in-house staff;
- 3. Document in Point Click Care (PCC) all assessments, progress notes and care plans, quarterly and annual reviews and other incidental events such as change in health status according to RAI-MDS process and timeline;
 - a) Review referrals in Point Click Care.
 - b) Complete progress notes on weekly update of resident program.
 - c) Review and document in PCC, bi-annually, therapy progress of resident with POA.
 - d) Participate in 6 week's admission and annual care conferences.
- 4. Provide equipment and supplies necessary to carry out prescribed activities. This includes but not limited to:
 - a) Clinical supplies such as musculoskeletal supports, tapes, gym balls, exercise band & tubing, weights, braces, hot wax, cold compress, hydroculator and hot packs.
 - b) Electrotherapy such as ultrasound and TENS.
 - c) Exercise equipment such as recumbent bikes (3), multi-gym, Platform walker, portable stationary bike. All pieces of equipment are to be maintained to a high standard by the Proponent, and are to be inspected on a regular basis.
 - d) Maintain wheelchair and walker inventory.
- Conduct an annual satisfaction survey with RNs, RPNs, nursing supervisors, physicians and Supervisor of Resident Services and provide summary results as well as a follow up action plan to the Glen Stor Dun Lodge;
- The successful Proponent must ensure that each qualified Physiotherapist(s), Occupational Therapist and Physiotherapist Assistants and their replacements thereafter prior to the

commencement of work must:

- a) have a current Police Reference Check and Vulnerable Sector Screen (within the last three months)
- b) have a current Tuberculosis Testing (in last year) and
- c) be in good standing with their governing colleges;
- d) have annual flu shot/
- e) Covid-19 vaccine
- f) be mask fit tested for N95
- g) Receive training on Infection Prevention and Control
- h) Must attend annual mandatory education and training as per the Ministry of Health and Long Term Care Act.
- 7. The Proponent will be required to provide qualified Physiotherapist(s), Occupational Therapist and Physiotherapist Assistants to cover periods of vacation and absences beyond five working days;
- 8. On commencement, the Proponent will provide general orientation and information to the Lodge regarding service to be provided and schedule of working hours.
- 9. Must have a company provided uniform with name tag.

Proposed Project Schedule

Item	Date
Issue of RFP	March 23, 2021
Deadline for Questions	April 6, 2021
Deadline for Submission	April 19, 2021
Award of RFP	May 25, 2021
Contract Commencement	July 1, 2021

Note: although every attempt will be made to meet dates as listed, the Corporation reserves the right to modify any or all dates at its sole discretion.



The Corporation of the City of Cornwall Regular Meeting of Council

Report

Department:	Financial Services
Division:	Purchasing
Report Number:	2021-17-Financial Services
Prepared By:	Melissa Sterling, Buyer
Meeting Date:	March 22, 2021
Subject:	Tender 21-T03 Watermain CIPP Relining on Various Streets

Purpose

To obtain costing for the relining of cast iron pipe with cured-in-place pipe (CIPP) including all surface restoration on various City streets.

Recommendation

That Tender 21-T03 be awarded to Foraction Incorporated from Mont-Saint-Hilaire, Quebec, for Parts A-E and H, at the total bid price of \$920,510.50 without HST (net cost to the Corporation - \$936.711.48) being the best bid meeting the tender specifications. Provisional items Part F and G will not be awarded at this time.

Financial Implications

The Corporation has budgeted \$1,000,000 in the 2021 Water Works budget for this project.

Strategic Priority Implications

This report addresses Council's accountability and transparency to the ratepayers of the City of Cornwall.



Background / Discussion

The objectives of the watermain rehabilitation program are to improve water quality and system reliability. Numerous cast iron watermains throughout the City require rehabilitation in order to maximize water quality in the distribution system. Tuberculation build-up on the inside of the watermain leads to challenges in maintaining minimum chlorine residual levels; it also reduces available fire flow as the inside diameter of the pipe is reduced and has a rough texture which increases energy loss. In addition, some portions of the system are prone to leakage and breaks which, if reduced, will decrease operational costs. This tender continues to address the backlog of watermain repairs identified in the Asset Management Plan.

The City of Cornwall watermain relining program aims to complete watermain rehabilitation using trenchless technologies. Instead of excavating the road along the entire length of the watermain, the Contractor will excavate 'pits' to access the main at strategic locations and work from there.

The relining process involves cleaning inside the existing watermains to remove any tuberculation followed by the insertion of the liner. The liner is then cured-inplace with steam to form what is essentially a 'new pipe within a pipe'.

The work for this project involves the lining of approximately 1,220m (excluding provisional parts) of the water distribution network at the following locations:

- Part A Peter Street from Powerdam Drive to Riverdale Avenue
- Part B Peter Street from Pescod Avenue to East Limit
- Part C James Street from Jane Street to Queen Street
- Part D Queen Street from Second Street to Riverdale Avenue
- Part E Pescod Avenue from Jane Street to Peter Street

Part F – Provisional: Surgenor Street from Charles Street to Boyd Street (removed)

Part G – Provisional: Boyd Street from Surgenor Street to Joyce Street (removed)

Part H - Miscellaneous



The following tenders were received and opened by Purchasing Services on March 5, 2021:

Fer-Pal Construction Limited, Toronto, Ontario

Bid Price Part A-E and H:	\$1,266,645.00
Provisional Items Part F and G	\$288,590.00
HST:	\$202,180.55
Total Bid Price:	\$1,757,415.55

Foraction Incorporated, Mont-Saint-Hilaire, Quebec

Bid Price Part A-E and H:	\$920,510.50
Provisional Items Part F and G	\$229,578.00
HST:	\$149,511.50
Total Bid Price:	\$1,299,600.00



Document Title:	Tender 21-T03 - Watermain CIPP Relining - 2021-17- Financial Services.docx
Attachments:	
Final Approval Date:	Mar 18, 2021

Nicole Robertson - Mar 15, 2021 - 2:23 PM

Bill de Wit - Mar 17, 2021 - 4:30 PM

Tracey Bailey - Mar 17, 2021 - 6:11 PM

Maureen Adams - Mar 18, 2021 - 7:53 AM



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

Department:Financial ServicesDivision:PurchasingReport Number:2021-22-Financial ServicesPrepared By:Melissa Sterling, BuyerMeeting Date:March 22, 2021Subject:Tender 21-T06 Grass Cutting and Trimming Various Locations

Purpose

To obtain costing for the supply of labour, equipment and all things necessary to perform cutting and trimming of grass in the City of Cornwall.

Recommendation

That Tender 21-T06 be awarded, as follows:		
Schedule 1	EC Works Limited, Long Sault, Ontario	
Schedule 2	VS Landscape Group, Winchester, Ontario	
Schedule 3	VS Landscape Group, Winchester, Ontario	
Schedule 4	VS Landscape Group, Winchester, Ontario	
Schedule 5	Servicemaster by Fox, Cornwall, Ontario	
Schedule 6	Servicemaster by Fox, Cornwall, Ontario	
Schedule 7	Servicemaster by Fox, Cornwall, Ontario	
Schedule 8	Servicemaster by Fox, Cornwall, Ontario	

These recommendations represent the low bidder meeting tender specifications, pending equipment review and documentation submission.



Financial Implications

The Municipal Works - Parks Division has budgeted \$329,698 in the 2021 budget for grass cutting. The Division will endeavor to stay within budget for all grass cutting operations.

Strategic Priority Implications

This report addresses Council's accountability and transparency to the ratepayers of the City of Cornwall.

Background / Discussion

This tender called for the supply of labour, equipment and all things necessary to perform cutting and trimming of grass on City owned or controlled properties and buildings, on a per cut basis. The term of contract is for the 2021 grass cutting season. Designated areas included in the tender were:

- Schedule 1 21 Downtown Locations
- Schedule 2 29 North West Locations
- Schedule 3 28 North East Locations
- Schedule 4 58 East Locations
- Schedule 5 Benson Centre
- Schedule 6 12 Brookdale Locations
- Schedule 7 2 Water Street Locations
- Schedule 8 Nick Kaneb Drive

The following tenders were received and opened by Purchasing Services on March 15, 2021:

EC Works Limited, Long Sault, Ontario

Total Price Schedule 1:	\$11,400.00
Total Price Schedule 2:	\$36,000.00
Total Price Schedule 3:	\$45,000.00
Total Price Schedule 4:	\$2,400.00
Total Price Schedule 5:	\$24,000.00
Total Price Schedule 6:	\$4,200.00
Total Price Schedule 7:	\$4,200.00
Total Price Schedule 8:	\$7,200.00



Servicemaster by Fox, Cornwall, Ontario

Total Price Schedule 1:	No Bid
Total Price Schedule 2:	No Bid
Total Price Schedule 3:	No Bid
Total Price Schedule 4:	No Bid
Total Price Schedule 5:	\$2,160.00
Total Price Schedule 6:	\$20,400.00
Total Price Schedule 7:	\$1,300.00
Total Price Schedule 8:	\$6,000.00

Superior Group, Williamsburg, Ontario

Total Price Schedule 1:	\$16,080.00
Total Price Schedule 2:	\$33,480.00
Total Price Schedule 3:	\$30,720.00
Total Price Schedule 4:	No Bid
Total Price Schedule 5:	\$3,720.00
Total Price Schedule 6:	\$25080.00
Total Price Schedule 7:	\$7,200.00
Total Price Schedule 8:	\$7,200.00

VS Landscape Group, Winchester, Ontario

Total Price Schedule 1:	\$15,500.00
Total Price Schedule 2:	\$31,920.00
Total Price Schedule 3:	\$17,160.00
Total Price Schedule 4:	\$23,880.00
Total Price Schedule 5:	\$2,880.00
Total Price Schedule 6:	\$24,480.00
Total Price Schedule 7:	\$2,880.00
Total Price Schedule 8:	\$8,640.00



Document Title:	Tender 21-T06 Grass Cutting and Trimming Various Locations - 2021-22-Financial Services.docx
Attachments:	
Final Approval Date:	Mar 17, 2021

No Signature - Task assigned to Nicole Robertson was completed by delegate Diane Leduc

Nicole Robertson - Mar 16, 2021 - 4:07 PM

Bill de Wit - Mar 17, 2021 - 9:19 AM

Tracey Bailey - Mar 17, 2021 - 5:09 PM

Maureen Adams - Mar 17, 2021 - 5:12 PM



The Corporation of the City of Cornwall Regular Meeting of Council

Report

Department:	Financial Services
Division:	Purchasing
Report Number:	2021-23-Financial Services
Prepared By:	Melissa Sterling, Buyer
Meeting Date:	March 22, 2021
Subject:	Tender 21-T08 Curbside Collection of Leaves, Yard Waste and Branches

Purpose

To obtain costing for the collection of residential curbside leaf, yard waste, and branches and transportation to the Corporation's Composting Facility and Recycled Wood Area.

Recommendation

That Tender 21-T08 be awarded to HGC Management Incorporated from Brantford, Ontario, at the total bid price of \$259,900.00 annually (net cost to the Corporation \$234,048.00 annually), for a two-year period, with the option to renew for two additional one-year periods, as being the best bid meeting the tender specifications.

Financial Implications

The Corporation has included \$184,000 in the 2021 budget for these services. Administration will manage this variance to budget corporately, and the department will budget accordingly for subsequent years.

Strategic Priority Implications

This report addresses Council's accountability and transparency to the ratepayers of the City of Cornwall.



Background / Discussion

The Corporation of the City of Cornwall currently offers its residents a seasonal curbside leaf and yard waste collection program. Leaf and yard waste is currently collected once a week for a period of 13 weeks, 5 weeks occurring in the Spring from mid-April until the end of May and, 8 weeks occurring in the Fall from mid-September until the end of November. In 2020, the Corporation began a bi-weekly collection during the summer months for 9 collection weeks, between May-September (between Spring/Fall collections). The Corporation also offers one week of residential curbside Christmas tree collection which occurs the second week in January.

This tender called for all labour and material required for the collection of residential curbside leaf, yard waste, and branches and transportation to the Corporation's Composting Facility and Recycled Wood Area commencing on April 15, 2021 to April 14, 2023 with the option to renew for two additional one-year periods.

Currently, residents are required to contain leaf and yard waste in compostable paper bags and/or returnable containers to be set out at the curb on the same day as their regular solid waste collection. The collected leaf and yard waste is then delivered to the Corporation's composting facility located at the Waste Disposal Site. Residents are also permitted to set out branches in bundles not exceeding one meter in any dimension. The branches are considered recycled wood waste and collected as such under the leaf and yard waste contract. Branches will be kept separate from leaf and yard waste, weighed, and taken to the Wood Waste Recycling Pad, also located at the Waste Disposal Site.

The Corporation is currently updating its Solid Waste Management Master Plan and evaluating the various measures it can employ to reduce waste. As a part of this update the Corporation has also banned all leaves, yard waste, and branches from disposal, therefore making curbside leaf, yard waste, and branch collection the only method of curbside management for the resident. Residents may also bring to the landfill site their leaf and yard waste for composting and branches and wood waste for recycling.

The Corporation will continue to promote maximum diversion of leaf, yard waste, and branches by encouraging residents to utilize mulching and backyard composting techniques in order to manage these waste types at home.



The following tenders were received and opened March 15, 2021:

Environmental 360 Solutions, Aurora, Ontario

Annual Bid Price:	\$353,845.80
HST:	\$49,999.95
Total Annual Bid Price:	\$399,845.75

HGC Management Incorporated, Brantford, Ontario

Annual Bid Price:	\$230,000.00
HST:	\$29,900.00
Total Annual Bid Price:	\$259,900.00

Waste Management Canada, Kitchener, Ontario

Annual Bid Price:	\$449,001.63
HST:	\$58,370.21
Total Annual Bid Price:	\$507,371.84



Document Title:	Tender 21-T08 Curbside Collection of Leaves, Yard Waste and Branches - 2021-23-Financial Services.docx
Attachments:	
Final Approval Date:	Mar 17, 2021

No Signature - Task assigned to Nicole Robertson was completed by delegate Diane Leduc

Nicole Robertson - Mar 16, 2021 - 4:08 PM

Bill de Wit - Mar 17, 2021 - 4:01 PM

Tracey Bailey - Mar 17, 2021 - 5:03 PM

Maureen Adams - Mar 17, 2021 - 5:11 PM



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

Department:	Financial Services	
Division:	Purchasing	
Report Number:	2021-21-Financial Services	
Prepared By:	Melissa Sterling, Buyer	
Meeting Date:	March 22, 2021	
Subject:	Tender 21-T05 Grass Cutting and Trimming Various Parks	

Purpose

To obtain costing for grass cutting of various Parks within the City of Cornwall.

Recommendation

That Tender 21-T05 be awarded as follows:			
Schedule 1 EC Works Limited, Long Sault, Ontario			
Schedule 2 EC Works Limited, Long Sault, Ontario			
Schedule 3 EC Works Limited, Long Sault, Ontario			
Schedule 4 EC Works Limited, Long Sault, Ontario			
Schedule 5 Roger Salmon & Sons, Chesterville, Ontario			
Schedule 6 Superior Group, Williamsburg, Ontario			
Schedule 7 No Mow Worries and Snow Services, Martintown, Ontario			

These recommendations represent the low bidder meeting tender specifications, pending equipment review and documentation submission.

There was a tied bid for Schedule 6 with No Mow Worries and Snow Services and Superior Group. Policy #FI-2019-09-09-2 section 5.10 was enacted to determine the award.



Financial Implications

The Municipal Work - Parks Division has budgeted \$329,698 in the 2021 Budget for grass cutting. The Division will endeavor to stay within budget for all grass cutting operations.

Strategic Priority Implications

This report addresses Council's accountability and transparency to the ratepayers of the City of Cornwall.

Background / Discussion

This tender called for the supply of labour and machinery to perform grass cutting and, litter and rubbish pick up at various City owned parks, on a per cut basis. The term of contract is for the 2021 grass cutting season. Designated areas included in the tender were:

- Schedule 1 Parks Locations in the East
- Schedule 2 Parks Locations in the Downtown
- Schedule 3 Parks Locations in the North East
- Schedule 4 Parks Locations in the North West
- Schedule 5 Guindon Park
- Schedule 6 Lamoureux Park & Maligne Point
- Schedule 7 Sports Fields

The following tenders were received and opened by Purchasing Services on March 15, 2021:

EC Works Limited, Long Sault, Ontario

Total Price Schedule 1:	\$9,315.00
Total Price Schedule 2:	\$8,740.00
Total Price Schedule 3:	\$8,625.00
Total Price Schedule 4:	\$12,880.00
Total Price Schedule 5:	\$22,540.00
Total Price Schedule 6:	\$49,795.00
Total Price Schedule 7:	\$12,295.00



No Mow Worries and Snow Services, Martintown, Ontario

Total Price Schedule 1:\$11,845.00Total Price Schedule 2:\$9,545.00Total Price Schedule 3:\$12,880.00Total Price Schedule 4:\$15,065.00Total Price Schedule 5:\$33.925.00Total Price Schedule 6:\$47,150.00Total Price Schedule 7:\$12,420.00

Roger Salmon & Sons, Chesterville, Ontario

Total Price Schedule 1:	\$13,340.00
Total Price Schedule 2:	\$16,100.00
Total Price Schedule 3:	\$18,745.00
Total Price Schedule 4:	No Bid
Total Price Schedule 5:	\$18,975.00
Total Price Schedule 6:	\$87,400.00
Total Price Schedule 7:	\$40,825.00

Servicemaster by Fox, Cornwall, Ontario

	-
Total Price Schedule 1:	No Bid
Total Price Schedule 2:	No Bid
Total Price Schedule 3:	\$11,500.00
Total Price Schedule 4:	\$13,225.00
Total Price Schedule 5:	\$20,700.00
Total Price Schedule 6:	No Bid
Total Price Schedule 7:	No Bid

Superior Group, Cornwall, Ontario

Total Price Schedule 1:	\$17,250.00
Total Price Schedule 2:	\$11,040.00
Total Price Schedule 3:	\$12,190.00
Total Price Schedule 4:	\$13,268.00
Total Price Schedule 5:	\$19,780.00
Total Price Schedule 6:	\$47,150.00
Total Price Schedule 7:	\$24,012.00



VS Landscape Group, Winchester, Ontario

Total Price Schedule 1:	\$22,780.00
Total Price Schedule 2:	\$15,500.00
Total Price Schedule 3:	\$14,830.00
Total Price Schedule 4:	\$28,200.00
Total Price Schedule 5:	\$25,300.00
Total Price Schedule 6:	\$59,800.00
Total Price Schedule 7:	\$24,570.00

Minor mathematical adjustments were required on the submission from No Mow Worries and Snow Services and EC Works Limited.



Document Title:	Tender 21-T05 Grass Cutting and Trimming Various Parks - 2021-21-Financial Services.docx
Attachments:	
Final Approval Date:	Mar 18, 2021

No Signature - Task assigned to Nicole Robertson was completed by delegate Diane Leduc

Nicole Robertson - Mar 16, 2021 - 4:05 PM

Bill de Wit - Mar 17, 2021 - 9:20 AM

Tracey Bailey - Mar 17, 2021 - 5:19 PM

Maureen Adams - Mar 18, 2021 - 7:49 AM



The Corporation of the City of Cornwall Regular Meeting of Council

Report

Department:	Corporate Services	
Division:	Clerk's Division	
Report Number:	2021-29-Corporate Services	
Prepared By:	Manon Levesque, City Clerk	
Meeting Date:	March 22, 2021	
Subject:	Unfinished Business Listing for March 22, 2021	

Recommendation

That Council receive the Unfinished Business Listing for March 22, 2021.

Title	Department	Date
Proxy Voting	Corporate Services – Clerk's	April 12, 2021
November 23, 2020	Division	
Outdoor Gardening – COVID-19	Planning, Development and	April 12, 2021
- May 11, 2020	Recreation	
June 22, 2020		
Creation of Remote Worker	Working Group	April 12, 2021
Attraction Strategy		
- January 10, 2020		
Urban Campground in Guindon	Planning, Development and	April 2021
Park	Recreation	
- November 9, 2020		
Electoral System Review –	Corporate Services	April 26, 2021
Comparison to Other		
Municipalities		
- November 25, 2019		
- January 13, 2020		
- September 28, 2020		


Petition for Crosswalk on Second Street West (Riverdale Terrace) - February 24, 2020 - January 22, 2021	Infrastructure and Municipal Work	Spring 2021
Residential Rental Licensing Public Consultation and Survey Results - November 13, 2018 - June 8, 2020 - October 13, 2020	Fire Services, Social Services and Planning, Development and Recreation	TBD
Electoral System Review – Public Consultation - November 25, 2029 - January 13, 2020 - September 28, 2020	Town Hall	TBD
Newspaper Digitization Project - November 9, 2020	CAO	TBD
Parking During Pandemic and Parking Program Working Group Recommendations - May 11, 2020 - June 8, 2020 - September 13, 2020 - January 11, 2020 - January 25, 2021	Parking Program Working Group	TBD
Actionable Items from Environment and Climate Change Committee	Infrastructure and Municipal Works	TBD
Domtar Properties	CAO	TBD
CIL Property	CAO	TBD
Corner of Second and Pitt Streets Property	CAO	TBD



Document Title:	Unfinished Business Listing for March 22, 2021 - 2021-29- Corporate Services.docx
Attachments:	
Final Approval Date:	Mar 17, 2021

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

Geoffrey Clarke - Mar 17, 2021 - 10:37 AM

Maureen Adams - Mar 17, 2021 - 1:55 PM



The Corporation of the City of Cornwall Regular Meeting of Council

Report

Department:	Corporate Services
Division:	Human Resources
Report Number:	2021-33-Corporate Services
Prepared By:	Geoffrey Clarke, General Manager
Meeting Date:	March 22, 2021
Subject:	Integrity Commissioner Report 2020-01(Complaint of June 11, 2020)

Purpose

To have Council receive the information in the report. Mr. Fleming will also be in attendance virtually at the Regular Meeting of Council of March 22, 2021, to answer any questions regarding the report.

Recommendation

That Council decide on how the report is to be made public, and whether to adopt the recommendations contained within the report.

Background / Discussion

On June 11, 2020, a complaint was filed with the City's Integrity Commissioner regarding the conduct of a member of Council. Tony Fleming, the Integrity Commissioner for the City of Cornwall, received the report and as per our Code of Conduct and Staff Relations policy, and after a preliminary review of the complaint, determined there was sufficient information to warrant a formal investigation.



Regular Meeting of Council Requirement

The report is provided for discussion in a regular council meeting as there is no basis under section 239 of the Municipal Act to consider this matter in a closed session of Council. Mr. Fleming's report is presented in his role as the Integrity Commissioner, not as legal counsel for the City, and therefore it is not subject to solicitor client privilege.

While it does name the Member of Council who is the subject of the complaint, that is not information about an identifiable individual that qualifies for an exemption under section 239 as the identity of the Member of Council must be disclosed in order to comply with the Municipal Act requirement that the report be made available to the public. The identity of the Member of Council who is the subject of the complaint is a critical element of the report.

No other category under section 239 applies to this report that would allow it to be considered in closed session.

Council Decisions Required

Making the Report Public:

In accordance with the Municipal Act, Council will need to decide on how it will make the Integrity Commissioners Report public beyond the agenda of the March 22, 2021 meeting.

In consideration of making this report publicly available Council may choose to have this report electronically available on the City's website, as well as having physical copies available should the public wish to obtain a hard copy of this report.

Likewise, Council may also decide that having this report and discussion on the agenda of the regular meeting of March 22, 2021 is sufficient in making the report available to the public.

Whether to Adopt the Recommendations of the Report:

After receiving the report, Council will then need to decide as to whether to adopt the recommendations that appear at the end of the report.



Document Title:	Integrity Commissioner Report 2020-01 (Complaint of June 11) - 2021-33-CS.docx
Attachments:	- February 24 2021 Report to Council (00313039xA46D1) (June 11, 2020).pdf
Final Approval Date:	Mar 17, 2021

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

Geoffrey Clarke - Mar 17, 2021 - 10:46 AM



Tony E. Fleming Direct Line: 613.546.8096 E-mail: <u>tfleming@cswan.com</u>

CONFIDENTIAL

February 24, 2021

BY E-MAIL: MLevesque@cornwall.ca

Mayor and Council Members – City of Cornwall c/o Manon Levesque, Clerk City of Cornwall 360 Pitt Street Cornwall, ON K6J 3P9

Dear Mayor and Members of Council:

RE: Code of Conduct Complaint to Integrity Commissioner re Councillor Justin Towndale Our File No.: 28637-6

This public report of our investigation is being provided to Council in accordance with Section 223.6(1) of the *Municipal Act*. We note that Section 223.6(3) of the *Municipal Act* requires that Council make the report public. The Clerk should identify on the agenda for the next open session Council meeting that this report will be discussed. Staff should consider whether it is appropriate to place the full report on the agenda in advance of Council deciding how the report should otherwise be made public.

Should Council desire, the Integrity Commissioner is prepared to virtually attend at the open session meeting to present the report and answer any questions from Council.

At the meeting, Council must first receive the report for information. The only decision Council is afforded under the *Municipal Act* is to decide how the report will be made public, and whether to adopt any recommendations made by the Integrity Commissioner. Council does not have the authority to alter the findings of the report, only consider the recommendations.

00313006.DOCX:



The Integrity Commissioner has included only the information in this report that is necessary to understand the findings. In making decisions about what information to include, the Integrity Commissioner is guided by the duties set out in the *Municipal Act*. Members of Council are also reminded that Council has assigned to the Integrity Commissioner the duty to conduct investigations in response to complaints under the Code of Conduct, and that the Integrity Commissioner is bound by the statutory framework to undertake a thorough process in an independent manner. The findings of this report represent the Integrity Commissioner's final decision in this matter.

PRELIMINARY REVIEW

On June 11, 2020, a complaint under the Code of Conduct (the "Complaint") was forwarded to our attention alleging that Councillor Justin Towndale, (the "Member") had breached the Code of Conduct of the City of Cornwall (the "City") as a result of public posts made on social media about the resignation of a City employee.

The City's Code of Conduct and the *Municipal Act* provide the Integrity Commissioner with powers which include the ability to interview witnesses and review documents deemed relevant to the investigation process. In conducting the preliminary review, our process included:

- Reviewing the City's complaint protocol;
- Reviewing the relevant provisions of the *Municipal Act*;
- Providing a copy of the request for inquiry and supporting materials to the Member, with a request for any written response to be provided within 10 days. Due to a previous commitment, the Member was on a work assignment and was therefore given an extension until late September to provide his comments;
- Providing a copy of the Member's response to the complainant, with a request for any written response to be provided within 10 days;
- Providing a copy of the complainant's response to the Member with a request for any written response to be provided within 10 days;
- Reviewing all submissions and analyzing the merit of the request for an investigation.

During the preliminary review we assume that the facts as set out in the complaint are true. We do this not for purposes of finding a breach, but to test the merit of the complaint. In other words, if the alleged behaviour in fact occurred, would that amount to a breach of the Code of Conduct? If the behaviour would constitute a breach, we undertake a full investigation to determine whether the allegations are true. If the behaviour, even if true, would not constitute a breach there is no reason to undertake a full investigation. It is important to understand that we make no finding of fact during the preliminary review - we simply assume the facts are true as a method to assess the merit of the complaint at this stage. After conducting the preliminary review, the Integrity Commissioner found that the complaint warranted an investigation. During the investigation, the Integrity Commissioner interviewed witnesses, gathered and examined evidence relevant to the complaints and made findings of fact that are set out below.

ANALYSIS

Facts:

After undertaking an investigation, the Integrity Commissioner finds:

- 1. Fire Chief Pierre Voisine interviewed for the position of Director of Protective Services at the City of Clarence-Rockland. Mr. Voisine was successful and at a public meeting on May 20, 2020, at 8:20 P.M., Council for the City of Clarence-Rockland ratified the hiring of Mr. Voisine.
- 2. At 8:26 P.M. on the same night, Mr. Voisine sent a letter of resignation to the City of Cornwall's Chief Administrative Officer.
- 3. At 9:35 P.M. on the same night the City of Clarence-Rockland announced that it had hired Mr. Voisine via a post on Facebook.
- 4. Councillor Towndale operates a Facebook and Twitter account under his name. Between 10:13-10:15 P.M. on May 20, 2020, he posted the following to his Facebook page:

Just found out our Fire Chief is leaving for the same job in Clarence-Rockland. Know how I found out? Someone sent me a screenshot of the press release from Clarence-Rockland. I would have expected this sort of news from our administration, or Chief himself, first.

Mind you, I guess I learned about our previous Manager of Environmental Services leaving for another municipality through the media, and not administration or herself, first. So I'm not exactly surprised. #cwlpoli

- 5. The Member posted the same text simultaneously to his Twitter account.
- 6. The posts on both platforms were shared publicly, meaning they were accessible to any member of the public who visited the Member's Facebook or Twitter pages.
- 7. Twenty-five members of the public made comments in the "Comments" section of the Member's Facebook post. Some comments were critical of the Fire Chief, his job performance and his character. It is not necessary to reproduce those comments in this Report.

- 8. The Member did not respond to or otherwise interact with these comments.
- 9. At 7:36 A.M. on May 21, 2020, the CAO sent an email advising Council of the Fire Chief's resignation. She sent a second email an hour later in which she identified the Member's social media posts as "unacceptable" and "outrageous". She noted that she had only received confirmation of the Fire Chief's resignation the previous night.
- 10. At 10:00 A.M., the Member sent an email response to the CAO, Mayor and Council. The Member expressed concern that the CAO had not notified Council before the City of Clarence-Rockland's public announcement. In his email, the Member stated: "What's truly unacceptable and outrageous is how this keeps happening", referring to a past incident where the Member had learned that another employee had resigned via a media article. He also cited past incidents where he deemed there had been unacceptable delays in Council receiving notice. The Member stated that he held the CAO "responsible for the lack of information being passed on".
- 11. The Mayor responded via email to the Member. She stated her view that the CAO had advised Council in a timely way and in an appropriate manner. She also encouraged the Member to communicate his concerns to staff directly in-person or by telephone.
- 12. In an email response sent at 6:04 P.M. to the Mayor, the Member stated he disagreed that the notification was timely and appropriate. He also stated:

"Quite frankly, and bluntly, I don't trust our administration enough to simply have verbal conversations. I still stick to email so that I have a written record."

- 13. The Integrity Commissioner considered allegations that the foregoing incidents followed a history of the Member criticizing the communication abilities of staff. This history was provided in the complaint, but most examples pre-dated the adoption of the Code of Conduct. It is important to state that none of the following incidents were subject to an investigation or finding of fact. The Integrity Commissioner considered the following alleged incidents as background only:
 - a. On September 9, 2016, a fire started in a wood chipper at a City-owned landfill area. The City's Fire Department responded and extinguished the fire. There was some damage to the wood chipper, which was the property of a private contractor.

On September 19, 2016, the Member emailed Councillors stating that the fire had come to his attention via a public Facebook post. In his email he stated, in part:

"The reasons I am raising this issue, is because again, there was an incident at a City owned facility, and there was no notification to Council about it whatsoever.

Council is essentially the Board of Directors for the Corporation of the City of Cornwall. All liability lies with us at the end of the day.

I've raised this issue before and I'm tired of it. Two fires at the dump, an evacuation at the Aquatic Centre and no communication.

I'm looking for some feedback on this issue. I can't be the only one who feels frustrated about this."

On September 22, 2016 the Member forwarded his email to the CAO, asking:

"After sending this to Council, I am now sending it to you for comment. Why was Council not informed immediately? Thanks, Justin"

In a response the same day, the CAO explained the fire was not a major event and was quickly and appropriately handled by the contractor and the Fire Department. She explained there were no City staff at the facility, whose operation was contracted out privately, and that there was no damage to City property.

In his response on September 29th, 2016, the Member wrote:

"I understand that the scope of the incident might not be considered serious, however, it was still a fire at a City owned and operated facility. As Councillors, we serve as the Board of Directors for the Corporation of the City of Cornwall. As such, I strongly believe that we should be made aware of such incidents.

This falls in line with a previous fire at the dump, and the issue with the HVAC system at the Aquatic Centre. In both instances, Council found out from the media. This isn't acceptable.

Council should be made aware of any incidents at City facilities that result in fire, equipment failure, and/or injuries to persons. Being that this isn't the first instance, I feel compelled to bring forward a motion to ensure that this happens going forward. I will be tabling it for our next meeting.

I am involved with three Boards, and own two businesses in town now. I expect the same level of notification in these other roles, and it is

provided, just not for Council.

- b. On October 26, 2016, the Member brought a motion for a resolution that staff notify Council of incidents at City facilities within one hour of the incident. The motion was defeated by a vote of 8-3.
- c. In an email sent November 15, 2016 to the CAO, Council and then-Mayor Leslie O'Shaughnessy, the Member alleged that he had not been notified of a grant award to the City airport prior to the story becoming public. He asked for an explanation why he was not notified and stated: "...when it comes to sharing information with me, it does not seem to happen. This should be a two way street. I find it very frustrating it is not. I would appreciate an answer for the second time."

In a responding email, Mayor O'Shaughnessy advised the Member that the CAO notified the Member via an email to Council on May 30, 2016. In response the Member apologized for missing this email and noted that he had been deployed on Canadian Forces basic training at the time it was sent.

d. On May 7th, 2017, the City was notified it had been named a respondent in an application to the Human Rights Tribunal of Ontario. The CAO was notified of this development on June 8, 2017. The CAO arranged for a notification to be prepared and sent to Council on June 9, 2017. After receiving this notification, the Member sent an email to Council and the CAO in which he expressed disappointment with the delay in learning about the application, and stated:

"I feel like this information was withheld. I feel like my trust of administration is being eroded. And I think that my feeling this way is not only sad, but serious as well. Again, maybe I'm the only Councillor who feels this way, but I am going to voice my feelings on the way that this matter has been handled so far. To me, there is a pattern of information not getting passed along."

e. On April 1st, 2020, a suspected outbreak of COVID-19 was identified at a City-run facility. The outbreak was reported by public media that day. At 5:14 P.M., City staff sent an email notifying Council of the outbreak. At 5:15 P.M., the Member sent an email to the CAO referring to a media article about the outbreak, and stating: "Why am I finding out about this from the media? Regardless of whether or not it's COVID-19 or not, this is unacceptable."

In the ensuing email exchange between the CAO and Member, the Member stated: "This isn't about criticizing the administration. At least it wasn't at first."

The same day, the Member posted a public comment on his Facebook account that stated, in part:

"I was only informed of this outbreak via the media, and not from our own administration... When asked why, I wasn't given what I would call an acceptable answer. I was told that Council isn't usually informed of serious incidents like this (Side note – based on my history this sadly seems true)..."

- 14. The City of Cornwall does not have any policy that requires a staff member to advise Council of their resignation.
- 15. The City of Cornwall does not have any policy that requires Administration staff to advise Council of the resignation of any member of staff, or to do so within any prescribed period of time.

Code of Conduct:

6.0 GENERAL CONDUCT

6.1 Every Member has the duty and responsibility to treat members of the public, Staff and each other in a respectful manner, without abuse, bullying, Harassment or intimidation.

6.3 Every Member shall abide by the following principles:

c) Members shall comply with all applicable legislation, by-laws and Municipal policies, including this Code of Conduct;

11.0 INTERACTION WITH STAFF

11.1

The Corporation of the City of Cornwall will promote a respectful, tolerant, harassment-free relationship and workplace between members of Council, and the officers and employees of the corporation.

11.2

Members shall not:

a) maliciously or falsely injure the professional or ethical reputation of Staff

Council-Staff Relations Policy

1. Guiding Principles

(d) Respect

- The relationship between Staff and Members and their defined roles must be respected to ensure that all members of Staff and Members are treated fairly;
- Members and Staff shall foster a climate of mutual respect, recognizing the role that they play in serving the Municipality;
- In order to promote respect in the workplace, Staff and Members shall listen to the ideas of each other without judgment, seek to understand the unique challenges to each other's roles in serving the Municipality, provide constructive feedback when necessary, and encourage a collaborative relationship based on trust, kindness, and respect for individual skillsets.

2. Clarifying the Role of Council and the Role of Staff

1. Role of Council

(d) Members shall work with the CAO and Senior Management in a collaborative and supportive manner and not seek to usurp the administrative function of the CAO and Senior Management

(e) Individual Members shall not direct Staff or intimidate Staff in the performance of their duties;

(j) Members shall respect the role of the Municipality as an employer and provide direction and support for Staff that adheres to all legal obligations of an employer;

(l) Members shall be respectful of Staff in the workplace and shall not denigrate Staff in public or on social media;

(m) Members shall refrain from any behaviour that the Staff member knows, or should reasonably know, is offensive and/or unwelcome.

Determination:

For ease of reading, we set out below the social media post by Councillor Towndale which forms the basis for the complaint:

Just found out our Fire Chief is leaving for the same job in Clarence-Rockland. Know how I found out? Someone sent me a screenshot of the press release from Clarence-Rockland. I would have expected this sort of news from our administration, or Chief himself, first.

Mind you, I guess I learned about our previous Manager of Environmental Services leaving for another municipality through the media, and not administration or herself, first. So I'm not exactly surprised. #cwlpoli

The complaint alleges that the Member deliberately posted the comment to be critical of senior administration and to create an image of the administration that was negative in the eyes of the public. This comment was viewed by the complainant as an attempt to injure the reputation of senior staff. This type of negative social media post was also seen as unsupportive and an attempt to usurp the administrative function of staff, contrary to the Council-Staff relations Policy.

The historical examples cited above were provided to demonstrate what the complainant considered a long-standing pattern of similar behaviour by the Member. As stated above, the Integrity Commissioner cannot find fault with historical behaviour and those incidents have been considered only to assess the motivation of the Member. The historical incidents were supported by emails and the fact that the incidents occurred is not in dispute.

What the historical incidents reveal is that Councillor Towndale has consistently advocated for greater and more timely reporting by staff of any incident involving the City that might be of interest to Council. Council however disagreed with Councillor Towndale and did not support his motion in 2016 to broaden the reporting responsibilities of staff. Despite this clear direction from Council the Member continued to advocate for greater reporting and was unapologetic that he would continue to demand more timely reporting. The incident that forms the core of this investigation is one example of the Councillor's continued campaign to force senior staff to do what he thinks is necessary.

Councillor Towndale is entitled to have strong beliefs, and to advocate for policy change. The Councillor is not however entitled to elevate that campaign to the point that staff are publicly criticized and privately chastised. Councillor Towndale has taken his personal campaign for more timely reporting to an unacceptable level and has now breached the City's Code of Conduct.

The Integrity Commissioner is satisfied that Councillor Towndale did not intend to injure the professional reputation of Pierre Voisine, nor did he intend to incite members of the public to post negative comments about former Chief Voisine. The report of the Integrity Commissioner dealing with the complaint brought by former Chief Voisine speaks to this aspect of the investigation and it need not be repeated here.

What is clear is that the post was intended to be critical of senior staff, and particularly the CAO.

In the Member's written response to the complaint he stated, "any negative image of administration was created by themselves ... we are all responsible for our own actions ... if

administration believes there is a negative image of themselves in the public realm it is the result of their own actions." Councillor Towndale further suggested in his written reply to the complaint that his comments were entirely factual and therefore he cannot be accused of injuring the reputation of staff – again, as staff must be held accountable for their own actions.

While it may be true that Councillor Towndale personally would have expected the information that Chief Voisine had resigned to come from staff first, stating that in a social media post is a direct criticism of staff and it is made in a forum and in a context where it cannot be interpreted by any third party as anything other than a criticism. Councillor Towndale cannot hide behind the fact that his post was factual. While it is true that he did not receive the information from staff, his commentary and the tone of the post are clearly critical and are intended to publicly denigrate the CAO for what he personally feels is inadequate performance.

In his written response, Councillor Towndale confirmed that, "The intent of my post was to make the general public aware of how I became aware of the news that the head of the Cornwall Fire Service had accepted a new position. This is because of the ongoing issue of information not being passed onto Council in an appropriate time frame. I have raised this issue numerous times over numerous years in the public sphere." Given Councillor Towndale's consistent criticism of staff for inadequately reporting to Council, it is clear that this post was intended as a public condemnation of staff, particularly the CAO.

In fact, the Member went on in his written response to state that he believed his criticism of administration was in fact warranted; an admission that his intent was to criticize.

A theme throughout the Member's defence of his actions is his personal view that he is entitled to criticize staff for what he views as a failure to inform Council of incidents. What the Member fails to appreciate is that the complaint is not about whether Council has the right to be informed or the timing of such information. The compliant is also not about whether there should be a new policy to require more robust reporting.

The complaint is about the public manner in which Councillor Towndale chose to criticize staff. The Councillor's defence is that because he believes the criticism is valid, it is appropriate to make that public.

This is not the standard of behaviour expected of a member of Council and it falls well below the standard the City sets for its elected officials.

Section 6(c) of the Code of Conduct incorporates by reference the Council-Staff relations Policy. The Policy states:

3. Clarifying the Role of Council and the Role of Staff

2. Role of Council

(l) Members shall be respectful of Staff in the workplace and shall not denigrate Staff in public or on social media;

(m) Members shall refrain from any behaviour that the Staff member knows, or should reasonably know, is offensive and/or unwelcome.

Member Towndale knew that his public criticisms of administration were unwelcome. He admitted in his written response to the complaint that he was being critical of staff in social media, but he attempts to justify his behaviour by claiming that he is reporting the truth. This is not a valid defence and the Integrity Commissioner finds that Councillor Towndale deliberately used social media to denigrate the reputation of senior staff, particularly the CAO, to further his personal agenda to correct what he perceives as inadequate reporting of certain incidents by staff. This, despite having no formal policy and despite losing a motion in 2016 to enact such a policy.

If any Member of Council has an issue with staff performance, there is an appropriate way to address that issue – it is not by publicly criticizing staff on social media. The Mayor requested that Member Towndale talk with staff to work out his concerns. Rather than engaging in a dialogue, Councillor Towndale stated that he would only correspond with staff in writing. Further, he stated that he did not trust staff and therefore refused to communicate with staff in person. In his interview Councillor Towndale stated that this view stemmed from an interaction with the previous interim City Manager.

The Council-Staff Relations Policy provides:

4. Clarifying the Role of Council and the Role of Staff

3. <u>Role of Council</u>

(d) Members shall work with the CAO and Senior Management in a collaborative and supportive manner and not seek to usurp the administrative function of the CAO and Senior Management

Refusing to speak with staff and expressing personal mistrust of staff is contrary to the policy and counter-productive to an effective working relationship.

The Code of Conduct requires that Councillors be respectful of staff (sections 6.1 and 11.1) and that Councillors not, "maliciously or falsely injure the professional or ethical reputation of Staff" (section 11.2(b)). The Integrity Commissioner finds that Councillor Towndale was not respectful and that he falsely injured the professional reputation of staff. Councillor Towndale advanced a false narrative that staff were obliged to make reports to Council about the departure of Pierre Voisine, despite knowing that there was no such policy and

despite the knowledge that Council had voted against imposing a higher reporting obligation on staff.

The Integrity Commissioner further finds that Councillor Towndale created the social media post with the intent of publicly shaming staff for what he perceived as inadequate reporting to Council. This is consistent with his pattern of advocating for a higher reporting obligation and being publicly critical of staff when they do not live up to his personal standards.

CONCLUSIONS/RECOMMENDATIONS

The Integrity Commissioner finds that Member Towndale breached the Code of Conduct with respect to sections 6.1 and 11.1 as well as the Council-Staff Relations Policy, section 3(2)(l).

Councillor Towndale has shown no remorse or even understanding of why his behaviour is not appropriate. In addition, when asked by the Mayor to engage with staff to try to resolve his concerns his response is to refuse to speak with staff.

There are limitations to what an Integrity Commissioner can do to resolve interpersonal problems. Councillor Towndale clearly feels very passionately about the need for greater communication on certain matters. Unfortunately for Councillor Towndale, Council does not agree with him. At this point, Councillor Towndale needs to temper his passion and demonstrate his respect for both Council and staff.

The Integrity Commissioner recommends that Council issue a public reprimand to Councillor Towndale to show that it supports its staff and does not condone Councillor Towndale's behaviour.

The Integrity Commissioner further recommends that Council direct Councillor Towndale to cease referring to staff of the City in any social media activity.

This concludes the investigation and report in this matter.

Sincerely,

Cunningham, Swan, Carty, Little & Bonham LLP

Tony E. Fleming, C.S. LSO Certified Specialist in Municipal Law (Local Government / Land Use Planning) Anthony Fleming Professional Corporation TEF:am



The Corporation of the City of Cornwall Regular Meeting of Council

Report

Department:	Corporate Services
Division:	Human Resources
Report Number:	2021-34-Corporate Services
Prepared By:	Geoffrey Clarke, General Manager
Meeting Date:	March 22, 2021
Subject:	Integrity Commissioner Report 2020-02 (Complaint of June 9, 2020)

Purpose

To have Council receive the information in the report. Mr. Fleming will also be in attendance virtually at the Regular Meeting of Council of March 22, 2021, to answer any questions regarding the report.

Recommendation

That Council decide on how the report is to be made public, and whether to adopt the recommendation contained within the report.

Background / Discussion

On June 9, 2020, a complaint was filed with the City's Integrity Commissioner regarding the conduct of a member of Council. Mr. Fleming, the Integrity Commissioner for the City of Cornwall, received the report and as per our Code of Conduct and Staff Relations policy, and after a preliminary review of the complaint, determined there was sufficient information to warrant a formal investigation.

Regular Meeting of Council Requirement

The report is provided for discussion in a regular council meeting as there is no basis under section 239 of the Municipal Act to consider this matter in a closed



session of Council. Mr. Fleming's report is presented in his role as the Integrity Commissioner, not as legal counsel for the City, and therefore it is not subject to solicitor client privilege.

While it does name the Member of Council who is the subject of the complaint, that is not information about an identifiable individual that qualifies for an exemption under section 239 as the identity of the Member of Council must be disclosed in order to comply with the Municipal Act requirement that the report be made available to the public. The identity of the Member of Council who is the subject of the complaint is a critical element of the report.

No other category under section 239 applies to this report that would allow it to be considered in closed session.

Council Decisions Required

Making the Report Public:

In accordance with the Municipal Act, Council will need to decide on how it will make the Integrity Commissioners Report public beyond the agenda of the March 22, 2021 meeting.

In consideration of making this report publicly available Council may choose to have this report electronically available on the City's website, as well as having physical copies available should the public wish to obtain a hard copy of this report.

Likewise, Council may also decide that having this report and discussion on the agenda of the regular meeting of March 22, 2021 is sufficient in making the report available to the public.

Whether to Adopt the Recommendation of the Report:

After receiving the report, Council will then need to decide as to whether to adopt the recommendation that appears at the end of the report.



Document Title:	Integrity Commissioner Report 2020-02 (Complaint of June 9) - 2021-34-CS.docx
Attachments:	- February 24 2021 Report to Council (00313039xA46D1) (June 9, 2020).PDF
Final Approval Date:	Mar 17, 2021

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

Geoffrey Clarke - Mar 17, 2021 - 4:44 PM



Tony E. Fleming Direct Line: 613.546.8096 E-mail: <u>tfleming@cswan.com</u>

CONFIDENTIAL

February 24, 2021

BY E-MAIL: MLevesque@cornwall.ca

Mayor and Council Members – City of Cornwall c/o Manon Levesque, Clerk City of Cornwall 360 Pitt Street Cornwall, ON K6J 3P9

Dear Mayor and Members of Council:

RE: Code of Conduct Complaint to Integrity Commissioner re Councillor Justin Towndale Our File No.: 28637-5

This public report of our investigation is being provided to Council in accordance with Section 223.6(1) of the *Municipal Act*. We note that Section 223.6(3) of the *Municipal Act* requires that Council make the report public. The Clerk should identify on the agenda for the next open session Council meeting that this report will be discussed. Staff should consider whether it is appropriate to place the full report on the agenda in advance of Council deciding how the report should otherwise be made public.

Should Council desire, the Integrity Commissioner is prepared to attend virtually at the open session meeting to present the report and answer any questions from Council.

At the meeting, Council must first receive the report for information. The only decision Council is afforded under the *Municipal Act* is to decide how the report will be made public, and whether to adopt any recommendations made by the Integrity Commissioner. Council does not have the authority to alter the findings of the report, only consider the recommendations.

00312619.DOCX:



The Integrity Commissioner has included only the information in this report that is necessary to understand the findings. In making decisions about what information to include, the Integrity Commissioner is guided by the duties set out in the *Municipal Act*. Members of Council are also reminded that Council has assigned to the Integrity Commissioner the duty to conduct investigations in response to complaints under the Code of Conduct, and that the Integrity Commissioner is bound by the statutory framework to undertake a thorough process in an independent manner. The findings of this report represent the Integrity Commissioner's final decision in this matter.

PRELIMINARY REVIEW

On June 9, 2020, a complaint under the Code of Conduct (the "Complaint") was forwarded to our attention alleging that Councillor Justin Towndale, (the "Member") had breached the Code of Conduct of the City of Cornwall (the "City") as a result of public posts made on social media about the resignation of Pierre Voisine, the City's Fire Chief.

The City's Code of Conduct and the *Municipal Act* provide the Integrity Commissioner with powers which include the ability to interview witnesses and review documents deemed relevant to the investigation process. In conducting the preliminary review, our process included:

- Reviewing the City's complaint protocol;
- Reviewing the relevant provisions of the *Municipal Act*;
- Providing a copy of the request for inquiry and supporting materials to the Member, with a request for any written response to be provided within 10 days. Due to previous commitments the Member was given an extension of time until late September to provide comments;
- Providing a copy of the Member's response to the complainant, with a request for any written response to be provided within 10 days;
- Providing a copy of the complainant's response to the Member with a request for any written response to be provided within 10 days; and
- Reviewing all submissions and analyzing the merit of the request for an investigation.

During the preliminary review we assume that the facts as set out in the complaint are true. We do this not for purposes of finding a breach, but to test the merit of the complaint. In other words, if the alleged behaviour in fact occurred, would that amount to a breach of the Code of Conduct? If the behaviour would constitute a breach, we undertake a full investigation to determine whether the allegations are true. If the behaviour, even if true, would not constitute a breach there is no reason to undertake a full investigation. It is important to understand that we make no finding of fact during the preliminary review - we simply assume the facts are true as a method to assess the merit of the complaint at this stage. After conducting the preliminary review, the Integrity Commissioner found that the complaint warranted an investigation. During the investigation, the Integrity Commissioner interviewed witnesses, gathered and examined evidence relevant to the complaints and made findings of fact that are set out below.

ANALYSIS

Facts:

After undertaking an investigation, the Integrity Commissioner finds:

- 1. Throughout 2019, the City undertook a review of its Open Air Burning By-law to identify a way to reduce the incidence of complaints about smoke from outdoor fires. Pierre Voisine, who was the City's Fire Chief at the time, recommended to Council that the By-Law be amended to ban open air burning in the City.
- 2. On September 9, 2019, City Council adopted this recommendation by a vote of 8-3 in favour of repealing the City's Open Air Burning By-law. As a result of this repeal outdoor burning was regulated solely by the provisions of the *Fire Protection and Prevention Act*, 1997, S.O. 1997, c. 4, which prohibits outdoor burning. The Member voted against the repeal of the By-Law.
- 3. Some members of the public opposed this ban. Throughout 2019 and early 2020, some members of the public made critical social media posts about the Fire Chief's involvement in the ban.
- 4. Throughout February and March 2020, Pierre Voisine interviewed for the position of Director of Protective Services at the City of Clarence-Rockland. Mr. Voisine was successful in his application. At a public meeting on May 20, 2020, at 8:20 P.M., Council for the City of Clarence-Rockland ratified the hiring of Mr. Voisine.
- 5. At 8:26 P.M. on the same night, Mr. Voisine sent a letter of resignation to the City of Cornwall's Chief Administrative Officer.
- 6. At 9:35 P.M. that night the City of Clarence-Rockland announced that it had hired Mr. Voisine via a post on Facebook.
- 7. The Member operates a Facebook and Twitter account under his name. Between 10:13-10:15 P.M. on May 20, 2020, the Member posted the following to his Facebook page:

Just found out our Fire Chief is leaving for the same job in Clarence-Rockland. Know how I found out? Someone sent me a screenshot of the press release from Clarence-Rockland. I would have expected this sort of news from our administration, or Chief himself, first.

Mind you, I guess I learned about our previous Manager of Environmental Services leaving for another municipality through the media, and not administration or herself, first. So I'm not exactly surprised. #cwlpoli

- 8. The Member posted the same text simultaneously to his Twitter account.
- 9. The posts on both platforms were shared publicly, meaning they were accessible to any member of the public who visited the Member's Facebook or Twitter pages.
- 10. Twenty-five members of the public made comments in the "Comments" section of the Member's Facebook post. Some comments were critical of the Fire Chief, his job performance and his character. It is not necessary to reproduce those comments in this Report.
- 11. The Member did not respond to or otherwise interact with these comments.
- 12. The CAO advised Council of Mr. Voisine's resignation at 7:36 A.M. on May 21, 2020.
- 13. The City of Cornwall does not have any policy that requires a staff member to advise Council of their resignation.
- 14. The City of Cornwall does not have any policy that requires Administrative staff to advise Council of the resignation of any member of staff, or to do so within any prescribed period of time.

Determination:

This complaint raises the complicated issue of the proper use of social media as a Member of Council. The Integrity Commissioner understands the power of social media and the many benefits it provides to Members of Council and residents. The ability to communicate with citizens is very important, but also poses its own challenges. Social media simultaneously allows instant communications and enfranchises large portions of the population, but also creates a forum where, unchecked, much harm can be done by thoughtless people.

For Members of Council the ethical dilemma is whether and to what extent should they censor or comment on posts from the public where those posts are disrespectful, or worse.

When the Integrity Commissioner interviewed Mr. Voisine, he was upset with the commentary and disappointed that Member Towndale did nothing to control the very hurtful comments made by the public. As the victim of this on-line harassment, Mr. Voisine expected that Member Towndale would step in to protect him – as he could not protect himself in this forum.

There are two issues that arise for the Integrity Commissioner to consider to determine if the Code of Conduct was breached by the Member:

- 1. Was the post itself a breach of the Code?
- 2. Should Councillor Towndale have censored the comments or removed the negative and inappropriate comments from his social media page?

1. Was the Post a Breach of the Code of Conduct?

The Post suggests that Pierre Voisine had a positive obligation to give notice of his resignation to Council. It also suggests that Senior Administration had a positive obligation to notify Council.

The post is a breach of the Code of Conduct.

The relevant sections of the Code of Conduct are as follows:

Code of Conduct 6.0 GENERAL CONDUCT

6.1 Every Member has the duty and responsibility to treat members of the public, Staff and each other in a respectful manner, without abuse, bullying, Harassment or intimidation.

6.3 Every Member shall abide by the following principles:

c) Members shall comply with all applicable legislation, by-laws and Municipal policies, including this Code of Conduct;

Council-Staff Relations Policy

1. Guiding Principles

(d) Respect

- Members and Staff shall foster a climate of mutual respect, recognizing the role that they play in serving the Municipality;
- In order to promote respect in the workplace, Staff and Members shall listen to the ideas of each other without judgment, seek to understand the unique challenges to each other's roles in serving the Municipality, provide constructive feedback when necessary, and encourage a collaborative relationship based on trust, kindness, and respect for individual skillsets.

2. Clarifying the Role of Council and the Role of Staff

(l) Members shall be respectful of Staff in the workplace and shall not denigrate Staff in public or on social media;(m) Members shall refrain from any behaviour that the [council] member knows, or should reasonably know, is offensive and/or unwelcome

The Code of Conduct clearly establishes the expectation that Members of Council will treat staff with respect. In addition, the Code requires Members to comply with other policies of the City of Cornwall. The Council-Staff Relations Policy provides more depth to the general direction to treat staff with respect.

Members of Council must, "foster a climate of mutual respect". Councillors must also foster a "collaborative relationship based on trust, kindness …". Members are directed not to denigrate staff on social media and to refrain from behaviour that is offensive or unwelcome.

There is no policy of the City that obligated Mr. Voisine to communicate directly with Council when he resigned, and we were not advised of any past practice whereby this was an informal expectation. Mr. Voisine submitted a letter of resignation to the Chief Administrative Officer immediately after his hiring was ratified by the Council of Clarence-Rockland. Until Council of Clarence-Rockland made its decision, Mr. Voisine had not been hired and the appointment was not final.

Mr. Voisine did nothing wrong in these circumstances and it was inappropriate for Councillor Towndale to suggest on social media that he had.

There is also no policy of the City that obligates the Chief Administrative Officer or other senior staff to communicate any staff member's resignation to Council. In fact, the Chief Administrative Officer did communicate with Council at 7:36 A.M. the day after she received Mr. Voisine's resignation (once it was ratified by Council for Clarence-Rockland).

The Chief Administrative Officer did nothing wrong in these circumstances and it was inappropriate for Councillor Towndale to suggest on social media that she had. A second complaint was received related to the same social media post and that complaint is dealt with in a separate report that considers the comments related to senior staff.

The post implicitly suggests that Mr. Voisine acted improperly by not communicating immediately with Council. This comment does not "foster a climate of mutual respect", nor does it foster a, "collaborative relationship based on trust and kindness". The Integrity Commissioner finds that the comment was a negative comment that reflected poorly on Mr. Voisine for what Councillor Towndale perceived as neglect in his duties to the City. This was Councillor Towndale's personal opinion and not that of Council.

Councillor Towndale knew that there was no policy in place or obligation on Mr. Voisine to provide this information to Council immediately. Councillor Towndale conceded that he did not consider the impact of his post on staff; his concern was to make it publicly known that Council had not been advised of the resignation. Based on the written response provided by the Councillor and his responses to our interview questions the Integrity Commissioner finds that Councillor Towndale intended to publicly berate staff for what he perceived as a failure on their part to inform him in a timely fashion. This behaviour should have been known to be unwelcome and is disrespectful of staff.

Members of Council must appreciate the disparity in power between them and staff, even the Chief Administrative Officer. Council have the power to affect staff professionally and personally when they chose to use social media to vent their frustrations. Staff have no power to voice their viewpoint or defend themselves when Members of Council chose to air their displeasure publicly on social media.

No Member of Council should ever disrespect staff on social media, for any reason. The City has robust employment policies in place to address any perceived short-comings of staff and Council must follow those policies.

The Integrity Commissioner finds that the social media post was a breach of the Code of Conduct.

2. Should Councillor Towndale have censored the comments or removed the negative and inappropriate comments from his social media page?

The second issue to address is more nuanced. Certainly Mr. Voisine was upset with the public comments that were in response to the social media post from Councillor Towndale. The Integrity Commissioner believes Councillor Towndale did not expect the negative comments about Mr. Voisine, nor did he encourage such comments. Councillor Towndale was only expressing his displeasure at the lack of communication about the resignation.

The question for the Integrity Commissioner is to determine whether the Councillor had an obligation under the Code of Conduct to monitor and manage his social media to ensure that inappropriate comments from the public were not introduced onto his platform?

This question is relevant because the Council-Staff Relations Policy provides:

1. Guiding Principles

(d) Respect

• Members and Staff shall foster a climate of mutual respect, recognizing the role that they play in serving the Municipality;

• In order to promote respect in the workplace, Staff and Members shall listen to the ideas of each other without judgment, seek to understand the unique challenges to each other's roles in serving the Municipality, provide constructive feedback when necessary, and encourage a collaborative relationship based on trust, kindness, and respect for individual skillsets.

3. Clarifying the Role of Council and the Role of Staff

(l) Members shall be respectful of Staff in the workplace and shall not denigrate Staff in public or on social media;(m) Members shall refrain from any behaviour that the [council] member knows, or should reasonably know, is offensive and/or unwelcome

If negative comments about staff are made on a Member's social media page, that has the ability to destroy the "climate of mutual respect" between staff and Council and does not foster a "collaborative relationship based on trust and kindness".

The difficulty is that the Members of Council do not control what the public post on their sites and there is an argument that freedom of expression is robust enough to allow the public to make comments, within certain limits prescribed by law. The question is not whether the public comments were disrespectful and inappropriate – they were. Rather, the question is whether the Code of Conduct requires any Member of Council to censor public comments on their social media?

Councillor Towndale is of the view that it is not reasonable to expect a Member of Council to censor or police their social media. Councillor Towndale is of the opinion that people are entitled to express themselves on social media and if they use that forum to be offensive they must take personal responsibility for their actions. Councillor Towndale stated that he does not have the time or resources to police his social media. Councillor Towndale also expressed reluctance to engage in that type of censorship as it could be seen to be self-serving – he would rather let the comments be expressed (even when they are negative comments directed at him) so that freedom of expression is protected.

Integrity Commissioner Guy Giorno in the report of *Greatrix v. Williams* considered a similar circumstance where the Mayor of Orangeville made a social media post that resulted in a number of negative comments by members of the public directed at by-law enforcement staff. The Integrity Commissioner found that the Mayor was not responsible for the public comments, stating, "it is not reasonable to blame elected representatives for the comments of members of the public. Further, elected representatives are not required to refrain from public communication on issues, including controversial issues, because of what a small number of individuals might say." (paragraph 187)

In addition, Integrity Commissioner Giorno found that nowhere in the Orangeville Code of Conduct did it obligate a Member to, "correct, contradict or engage in debate with members of the public" on social media. (paragraph 205). The most applicable finding is as follows:

"It is a fact of public, political discussion that an elected representative will hear, read or receive numerous comments that might benefit from correction, clarification, additional information or contradiction, or sometimes, that deserve condemnation. It is no exaggeration that an elected representative could spend all day addressing inaccurate, uninformed or offensive comments and have no time left for anything else. It is a matter of political judgement whether, when and how often an elected representative should decide to ignore a comment." (paragraph 206)

I adopt the reasoning of Integrity Commissioner Giorno in this case. I find that Councillor Towndale was not obligated by the Cornwall Code of Conduct to censor the public comments on his social media sites.

There may however be circumstances where I would find a Member had such an obligation regardless of a direction in the Code of Conduct; where for example discriminatory or hateful comments were being made. Councillors have, in my opinion, an obligation to ensure that they do not preside over a site that condones hatred or racism.

That is not the case in this circumstance, and I find that Member Towndale did not breach the Code of Conduct for allowing the public comments to remain on his social media site. Similarly, the Member had no obligation under the Code of Conduct to correct the public or censor their comments.

CONCLUSIONS/RECOMMENDATIONS

The Integrity Commissioner finds that Member Towndale breached the Code of Conduct for criticizing former Fire Chief Voisine and senior staff for not advising Council of Mr. Voisine's resignation in a time that Councillor Towndale felt was appropriate. Staff had no such obligation and Councillor Towndale's post denigrated their professional reputations.

The Integrity Commissioner recommends that Council issue a public reprimand to Councillor Towndale to show that it supports its staff and does not condone Councillor Towndale's behaviour. This concludes the investigation and report in this matter.

Sincerely,

Cunningham, Swan, Carty, Little & Bonham LLP

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Tony E. Fleming, C.S. LSO Certified Specialist in Municipal Law (Local Government / Land Use Planning) Anthony Fleming Professional Corporation TEF:am



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

Department:	Infrastructure and Municipal Works
Division:	Environment
Report Number:	2021-08-Infrastructure and Municipal Works
Prepared By:	Carl Goodwin, Division Manager
Meeting Date:	February 22, 2021
Subject:	Water Purification Plant Annual Report

Purpose

To share with Council the Water Purification Plant's annual report as part of our Standard Duty of Care.

Recommendation

That Council receive Report 2021-08-Infrastructure and Municipal Works.

Financial Implications

None

Strategic Priority Implications

Being leaders in sustainability and climate change impact.

Background / Discussion

The Water Purification plant and Water Distribution system continues its path of excellence having achieved another 100% rating from the Ministry of Environment, Conservation and Parks.

The attached report describes the activities completed and the safe water quality maintained by the licenced team within the City of Cornwall.



The visual quality of the annual report is a testament to the quality of the water and the quality of the work being done within that system. The team that enables that work is larger than the group within the Municipal Works divisions it includes the Financial group and the residents of Cornwall.

Accessibility Impact

The report includes accessibility elements.



Document Title:	2020 Water Purification Plant Annual Report - 2021-08- IMW.docx
Attachments:	- 2020 Drinking Water Quality Report.pdf
Final Approval Date:	Mar 18, 2021

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

Carl Goodwin - Mar 18, 2021 - 10:15 AM

Bill de Wit - Mar 18, 2021 - 10:18 AM

Maureen Adams - Mar 18, 2021 - 10:41 AM

TWENTY TWENTY DRINKING WATER QUALITY REPORT

City of Cornwall, Ontario





In accordance with Section 11 and Schedule 22 of Ontario Drinking Water Regulation 170/03 under the Safe Drinking Water Act, the Environmental Services Division of the City of Cornwall is pleased to present the 2020 Drinking Water Quality Report.

We're happy to report that we've continuously delivered **CLEAN** and **SAFE** drinking water to the residents and businesses of Cornwall, and that there were no Corrective Actions for our system from January 1st to December 31st, 2020.

The quality of our drinking water is continuously monitored and tested by advanced on-line instrumentation and a modern and secure Supervisory Control and Data Acquisition (SCADA) system. Additionally, the system is operated and maintained by highly qualified City staff members who have successfully completed rigorous training and testing to become certified Drinking Water Treatment and Distribution System Operators.

Department of Infrastructure and Municipal Works Environmental Services Division 861 Second Street West Cornwall, Ontario, Canada Phone: 613-932-2235 Fax: 613-932-4506 FEBRUARY 2021

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written and prepared by: Daniel G. DROUIN, A.Sc.T. SCADA and Instrumentation Technologist Environmental Services Division Water Purification Plant

photos by: Vitaliy ZHYDKYKH cover, I, II, 1, 2, 3, 4, 8, 9, 10, 17, 18, 19, 20, 21, 22, 23, 24

Did You Know? Though it may look clean, untreated water could contain microscopic contaminants that might be harmful or possibly even deadly if consumed.

Micro-organisms like viruses, bacteria and parasites can be impossible to see with the naked eye. That's why **we treat every single drop** of water in our system and continuously **sample** and **test** it to make sure there's nothing harmful hiding in your taps.
message

It's my pleasure once again to present you with the **Cornwall Drinking** Water Quality Report for the year 2020.

The theme of this year's report centres around the **sustainability** of our drinking water source, the mighty St. Lawrence River and its tributaries. In the following pages you'll notice many striking images which were captured and generously donated by the talented local photographer **Vitaliy Zhydkykh**. These pictures truly reflect the stunning beauty and majesty of the St. Lawrence River and all of the life that depends on it.

The river provides us with the water that **we use everyday** for healthcare, cleaning, cooking, and drinking. It's the water that keeps our many local businesses going, the water firefighters use to protect our homes and families, and so much more.

I encourage everyone to do their part to help protect our **most precious resource** by being "water wise" and actively learning about and participating in **water conservation** and **protection** activities, and if you're looking for a place to start, keep reading this report!

Here, we'll be going through all the steps that the water takes to get from the river to your taps, all of the work that goes into making sure that the water we're providing is as safe as we can possibly make it, and all of the steps we take to ensure our water is properly tested and protected.

I hope that the beauty of this report helps to illustrate why we should all do what we can to keep the St. Lawrence River clean and healthy.

Thank you and enjoy!

- Carl GOODWIN, P.Eng. M.Sc. DIVISION MANAGER OF ENVIRONMENTAL SERVICES





system

The Corporation of the City of Cornwall owns and operates the **Cornwall Drinking Water System**, a Large Municipal Residential system.

It's made up of the Raw Water Intake and Zebra Mussel Control Facilities located at the base of the R.H. Saunders Power Generating Station Dam; the Water Purification Plant, a **class III water treatment facility**, located at 861 Second St. West; the Boundary Road Reservoir, the Elevated Storage Tank located on Tollgate Rd. and we operate the City's **Distribution System** which is also classified **class III**.

We take water from the *St. Lawrence River* and treat it according to **standard surface water treatment** methods before it's distributed to your homes and businesses.

"Our entire water distribution network is a critical piece of infrastructure that we are proud to maintain 24 hours a day, 7 days a week. Providing clean and safe drinking water is our priority."

-Shawn O'BRIEN SUPERVISOR of the WATER DISTRIBUTION and WASTE WATER COLLECTION SYSTEMS "Although 2020 was a challenging year due to the global pandemic, residents and business can be assured that our staff worked **diligently** throughout to ensure the **quality** of drinking water was **never compromised**."

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-Owen O'KEEFE, C.Tech SUPERVISOR of the WATER PURIFICATION PLANT

LICENSE #: 176-101, issue 2 PERMIT #: 176-201, issue 5 SYSTEM #: 220001049

The Water Purification Plant uses chemically assisted coagulation and flocculation to remove particles suspended in the raw water. The water is then filtered and treated with UV light and chlorine for disinfection.

Our system is rigorously inspected annually and in January 2020 earned its **12th CONSECUTIVE 100% COMPLIANCE RATING** from the Ontario Ministry of the Environment. Conservation and Parks (MECP).



MIN. AVG. MAX. Turbidity 0.03 0.60 20.00 pH 7.15 7.97 8.46 colour <2 <2 2

EXAMPLES OF TURBIDITY:

0 NTU

2 NTU

10 NTU

40 NTU

80 NTU

source quality

Lake St. Lawrence is a stable and reliable source of water that is part of the St. Lawrence River system. The lake was formed on July 1st, 1958 through the intentional flooding of the area known as "The Lost Villages".

On June 17, 2013, the Ontario MECP issued us our most recent *Permit to Take Water* (PTTW) from *Lake St. Lawrence*. This permit stipulates that the we are allowed to take a **maximum** of **100,000,000 litres** of water **per day**. We removed an average of 38,331,000 litres per day and reached a maximum of 67,678,000 litres per day.

RAW WATER

The turbidity (or amount of solids suspended) in Cornwall's raw water averaged 0.60 Nephelometric Turbidity Units (NTU) and reached a maximum of 20.0 NTU on July 27th.

A total of **52** regularly scheduled raw water samples were taken and submitted to an MECP accredited laboratory for *E. coli* and *Total Coliform* testing and analysis, as directed by the Ontario Drinking Water Regulation 170/03.

100

Testing results indicated that an average of 9 Colony-Forming Units (CFU) of E. coli and 19 CFU of total coliform were found per every 100 ml of raw untreated water taken from Lake St. Lawrence in 2020.

The raw water enters into the purification system through the Raw Water Intake and Bar Screen that is built into the west side of the *R.H. Saunders Generating Station Dam*, **15 metres below the surface** of *Lake St. Lawrence*.

raw water volume

Our permit to take water stipulates that we can remove up to **100,000,000 litres** of water per day.

average daily volume

In 2020, the City withdrew an average of **38,331,000 litres of water per day**.

maximum daily volume

On June 22nd we withdrew **67,678,000 litres** of water. This was the highest daily volume of water we removed in 2020. Note how the water becomes "cloudier" as the NTU increases.

average turbidity before treatment

2020 CITY OF CORNWALL DRINKING WATER QUALITY REPORT - 3



An Assessment Report and Source Water Protection Plan was Source Protection Area includes two Intake Protection Zones obligations under the Ontario Clean Water Act. developed by the Raisin - South Nation Source Protection (IPZ #1, IPZ #2 below) that are classified by their distance from Committee and implemented in 2015 to keep contaminants our raw water intake, and the time it would take for Protecting our source water is the most important away from our raw water intake.

As mentioned, our source water comes from the St. Lawrence This Assessment Report identifies our Source Protection Area We've also developed a Source Water Protection contaminated water to travel to it.

River System, and to keep it as clean as possible a plan has and the various activities that could potentially pose a threat Implementation Guide back in 2015, to help us ensure we been put into place through the Ontario Clean Water Act. to either the quality or quantity of our raw water supply. Our have the tools we need to meet or exceed all of our

> thing we can do to keep our drinking water clean and safe!

raw water flow

Our permit to take water states that we can remove water from the St. Lawrence River up to a maximum flow rate of 125,000 litres per minute.

unused capacity average flow rate

In 2020, we withdrew water at an average rate of 26,613 litres per minute.

peak flow rate

On November 18th we withdrew water at a rate of 105,120 litres per minute for approximately 10 minutes. This was the highest raw water flow rate we experienced in 2020.

IPZ #2

IPZ #

INTAK

source protection

conservation

Water is essential to our daily lives, and there is a potential for water conservation both inside and outside of your home whenever it's used. Sensible water use can reduce the amount of stress that is placed on our major resources such as the water and wastewater treatment plants, and the distribution system that delivers water to you.

Here are a few tips that should help you conserve water:

INDOOR WATER CONSERVATION TIPS	OUTDOOR WATER CONSERVATION TIPS
Install aerator attachments on sink faucets.	 Use a broom to clean a driveway or a sidewalk rather than spraying it down with water.
 Replace or adapt older, less water efficient fixtures or appliances. 	 Watering outdoor greenery in the spring isn't always a good practice. The less it is watered early in the growing
 Take short showers. Replace your showerhead with a water saving device such as an ultra-low-flow version. 	season, the deeper the roots will grow. This creates a greater natural reservoir.
 When bathing, be careful not to overfill the tub. A ¼ full tub is usually sufficient. 	• For lawn and garden watering use an appropriate sprinkler with an automatic shut-off nozzle that best suits your needs. Lawns should be watered no more than once every 3 to 5
 Don't let water run while shaving, washing your face or brushing your teeth. 	days. Remember, evaporation rates are lower in the morning or early evening. At times when there are water shortages, lawns should not be watered at all.
• Avoid flushing the toilet unnecessarily. Dispose of tissues and other similar waste in the trash rather than the toilet.	 Ask your local gardener about drought resistant plants and ground coverings that will save upkeep time and water.
• When replacing a toilet, consider a low-flush toilet that uses a smaller water tank. Or you can install a water saving device in your present toilet to reduce the amount of water used during a flushing cycle.	 Install moisture-holding mulch around trees and shrubs and keep weeds under control. Weeds can prevent much needed water from reaching other plants.
 Operate automatic dishwashers and washing machines only when they are fully loaded. 	 Rainwater can be collected in large containers and used to water outdoor plants.
 If something requires cleaning fill the sink instead of running a steady stream of water. 	 When washing your car use a bucket and sponge, then quickly rinse with a trigger nozzle equipped hose.
• When boiling vegetables use just enough water to cover them or consider steaming, which uses less water and also conserves the natural nutrients.	• By not overfilling your swimming pool you can prevent water loss due to splashing. Swimming pool covers can also be used to prevent evaporation.
• Do not use running water to thaw meat or other frozen foods. Instead consider defrosting food overnight in the refrigerator or using the defrost setting on your microwave.	

100% If we created a moon If we did the same Now, if the moon was all of Earth's with Earth's only made with all of with all of water, it would have FRESH water, it would Earth's ACCESSIBLE a diameter of 1,385 FRESH water, it would have a diameter of 272 km. only have a diameter km. of **56 km**.

While nearly **70%** of the Earth is covered by water, only **2.5%** of it is fresh. The rest is saline and ocean-based. Even then, **less than 1% of our freshwater is easily accessible**, with much of it trapped in glaciers and snowfields. (SOURCE: National Geographic Society)



1.



raw water

purification system through a water prevents the formation of coated steel Bar equipped with 10 cm spacing inside of pipes and equipment, designed to prevent logs or other and cause severe clogging or large objects from entering the jamming problems with the intake pipe and clogging it. The special coating helps to prevent gate valve. the formation of any frazil ice that could potentially clog or jam the bar screen.

and certified SCUBA Divers are completed on the intake system annually. The system was last inspected on May 20th, 2020 and both the Bar Screen and Raw Water Intake were again found to be in excellent operating condition.

Once through the Bar Screen the raw water is pre-chlorinated by the Zebra Mussel Control System then passes through a normally open gate valve.

The raw water enters the The pre-chlorination of the raw Screen Zebra Mussels that can arow intake system, bar screen and

The Zebra Mussel Control System is enclosed in a small facility located near the east side of R.H. **Inspections** by specially trained Saunders Generating Station Dam.

> The Zebra Mussel Control Facility consists of a raw water recirculation pumping system, a raw water supply line, and gas chlorination equipment which include: chlorine gas cylinders, a weight scale, a chlorine gas feeder, monitoring instrumentation, and an automated chlorine injection control system.

The chlorine gas is mixed with the raw water to create a hypochlorous acid solution which is effective in reducing the growth of zebra mussels.

After being pre-chlorinated, the One motorized valve and one raw water is fed by hydraulic flow meter is installed on a pressure through nearly 3.7 600mm diameter flow control line kilometres of concrete pipe; then finally arrives normal operating conditions. Water Cornwall at the Purification Plant (WPP) to begin the treatment process.

separate flow control lines which motorized valves located in the WPP Flow Control Chamber.

These motorized valves modulate their position to adjust the flow of raw water streaming into the injected against the flowing raw WPP. The valve positions are controlled by the level signal provided by the WPP Settling and begin the coagulation, Tank ultrasonic level sensors. This control is done in order to maintain a constant water level in the Settling Tanks.

magnetic flow meters and indicating transmitters which are used to continuously monitor and record the raw water flows.

reinforced that is generally used during

The other motorized valve and flow meter are installed on a 900mm diameter line which is Just before entering the plant the used in situations where the City's concrete pipe divides into two water demands are significantly higher than usual or during the are individually controlled by shut-down and maintenance of the 600mm flow control line.

> Once the flow has been measured and recorded a chemical coagulant solution is water in order to "flash mix" the coagulant solution with the water flocculation and settling processes.

The water then flows through a new Motorized Traveling Screen Also installed with the valves are where weeds, sticks, plastic bags, and other forms of debris which were able to pass through the Raw Water Intake's Bar Screen are removed from the water.

Month Month average pre-treatment free chlorine residual

average zebra mussel control chlorine dose

filtration

Once past the Motorized Traveling Screen the flowing raw water and coagulant mixture enters the Premix Chamber then divides into two separate, yet identical hydraulic flocculation Mixing Chamber systems (North and South) which operate in parallel.

Each Mixing Chamber system consists of three compartments. The raw water and coagulant mixture enters a center compartment where additional mixing is achieved. The water is then directed the outer to two compartments for final gentle mixing and to complete the flocculation process.

The water then flows from the flocculation compartments to one of two corresponding **Settling Tanks** which also operate in parallel (North and South). The Settling Tanks are equipped with baffles to ensure that the proper **settling** of all **flocculation particles** before filtration. In 2020, the Cornwall Water Purification Plan used an **aluminum based coagulant solution** to assist in the flocculation process at an average dosage of **12.2 mg/l**.

The effectiveness of the coagulant solutions can vary (sometimes significantly) depending on the **temperature** of the water in which it is injected, particularly in low turbidity waters like those of Lake St. Lawrence. Cornwall's raw water temperature varied between **0.6°** and **25.4°** Celsius in 2020.

compartments for final gentle mixing and to complete the flocculation process. The water then flows from the flocculation compartments to one of two corresponding Settling Tanks

During these cleanings the wastewater and accumulated sludge that's created by the settling process is directed to the sanitary sewer system.

After passing through the Settling Tanks the two separate water streams (North and South) recombine into a single **Settled Water Conduit** which directs the water to the Filter Bed System.

The **Filter Bed System** is comprised of four (4) conventional Filters Beds that have a surface area of **82m²** each, and which operate completely independently from one another.

The settled water enters the Filter Beds through horizontal troughs that run across the filters.

The water then travels down into the filter and through **porous anthracite** to trap and remove any remaining particulate matter that may still be suspended in the water. In 2020, coagulation, settling and filtration reduced the average turbidity in the water from 0.60NTU to 0.04 NTU.

All four of the Filter Beds have been upgraded in recent years and are equipped with anthracite media, improved lateral under-drain systems, and **air-scouring capabilities** which significantly increases the effectiveness of the **backwash cleaning process**.



FILTER EFFECTIVENESS

maximum raw water turbidity before filtration

average turbidity after filtration

The individual filters are cleaned after every 24 hours of operation by means of air scouring and backwashing with treated water.

DID YOU KNC

Ultra Violet light at wavelengths between 200 and 300 nm (nanometers) and delivered in doses over 40mJ/cm² (millijoules per square centimeter) are proven to be extremely effective at inactivating dangerous waterborne pathogens including viruses, bacteria, and parasites without creating any known harmful by-products. UV light is particularly effective at disinfecting micro-organisms that are resistant to chlorine.

OmJ/cm² average UV disinfection

Once the water has passed through In addition to U.V. light, the Water a filter it's discharged into a Purification Plant also uses chlorine corresponding Filter Header (#1, #2, in the form of Sodium Hypochlorite #3, or #4) located in the Water Purification Plant's Pipe Gallery.

The Filter Headers direct the water to either the Clearwell, the Reservoir, or to waste (the sewer system), and each header is equipped with multiple sensing devices designed to monitor the performance of the filter and the quality and quantity of water (i.e. turbidimeters, differential pressure transmitters, magnetic flow meters, and UV transmittance sensors).

The Filter Headers are also where the water is disinfected with Ultra Violet (UV) radiation at an average dose of **176mJ/cm²** in 2020.

(NaOCI) for primary chlorination and to provide secondary disinfection.

Sheeton

The state of the same design and the same

Primary chlorination and U.V. disinfection ensure the destruction or inactivation of harmful pathogens which are too small to be removed by coagulation, settling and filtration.

Secondary chlorine disinfection provides residual concentration of free chlorine in the City's Distribution System in order to prevent bacterial re-growth and to provide a measurable way to quickly detect **unexpected changes** in the Distribution System's water quality.

Once the has traveled water through the Filter Headers it is (under normal operating conditions) directed to the Clearwell where the water is injected with an average dose of approximately 1.07 mg (milligrams) of chlorine per liter of filtered water.

The Clearwell is a 1,515,000 litre baffled water storage chamber which allows the chlorine to come into contact with the filtered water for a period of time.

The chlorine contact time in conjunction with the water's pH, temperature, and free chlorine residual allow plant operators to accurately predict the effectiveness of the chlorine disinfection process in a concept known as CT.

The treated water then moves from the Clearwell to a baffled 3,030,000 litre buried Reservoir where additional chlorine contact time is achieved before the water is allowed to be discharged into the Distribution System by the High Lift Pumping System.

Chlorine residual levels at the Water Purification Plant are continuously monitored and recorded by five (5) chlorine analyzers which constantly sample and test water from strategic locations within the plant's process stream.

The data collected by the analyzers is securely stored in the plant's Supervisory Control and Data Acquisition (SCADA) System and on backup data storage devices.

nin.mg/l

On November 17th we recorded a minimum free chlorine residual of 0.22 milligrams per litre. This brief dip was recorded during the recalibration of a component in the chlorine monitoring system.

Weile Vi de

Harmful Algal Blooms (HABs) occur when blue-green algae, grow rapidly in water forming large visible patches. These HABs may produce **biotoxins** like *microcystin* that can be harmful to humans, plants and animals.

Our monitoring plan for HABs includes weekly sampling and testing (June-October) of the raw and treated water for microcystin. Average and maximum (<0.15-0.31µg/l) microcystin levels were well below concentrations that are believed to cause adverse health effects (1.50 µg/l).

advanced treatment

During the late summer, these and other non-harmful algae begin to die off. Their *decomposition* releases compounds that cause even treated drinking water to taste and smell **earthy** or **musty**.

To help control the problem, we inject a small dose of **Hydrogen Peroxide** (H₂O₂) into the filtered water and then ramp up the Water Purification Plant's **UV reactors** to full power.

This **Advanced Oxidation** treatment process reduced the levels of *Taste and Odour* compounds in the filtered water to below their detectable limits.





This graph demonstrates the effectiveness of our **advanced oxidation process** (AOP) on *Geosmin* (a taste and odour causing compound). 57 samples were taken at our water purification plant between 2009 and 2020.

The system is typically only activated when *Taste and Odour* events have been detected by sampling activities and/or reported by the public. Despite regular and repeated testing, no events have been detected or reported since 2018 therefore the system has remained offline.



high lift pumping

Once the water's been treated and is ready to be consumed, it's lifted from a water conduit that's fed from the Reservoir and pumped into a common **Discharge Ring Main header** located in the basement of the Water Purification Plant. The conduit can also be fed from the Clearwell when required. This pumping is done by one or more of the Water Purification Plant's five (5) **High Lift Discharge pumps** which can be powered by the plant's **Emergency Stand-By Generator** should there be an interruption in utility power.

From the ring main, the water is directed to the **East** and **South Discharge Lines** where the individual flows are **monitored and recorded** as the water is discharged into the **Distribution System**. Other discharge water quality parameters are continuously monitored and recorded such as:

- the discharge water pressure;
- the discharge turbidity;
- and the post (or secondary) free chlorine residuals.

In 2020 the Water Purification Plant discharged a total of **11,145,303,000 litres of water** at an average rate of **30,429,000 litres of treated water per day**. Average post chlorine residuals of **1.07 mg/l** were also maintained.



Higher **peak flows** in May, June and July can be attributed to the hot and dry weather conditions experienced during those months and an issue that was discovered and subsequently rectified in the City's Water Distribution System.

111BILLON litres 111BILLON pumped in 2020

Control of the prime of the prime of prime in prime many solution of the prime of the prime prime in the many many solution of the

Cornwall distribution system

CITY of CORNWALL, ONTARIO, CANADA

CLASS III WATER TREATMENT & DISTRIBUTION SYSTEM

ONTARIO DRINKING WATER SYSTEM#

City's Municipal The Department has implemented a supplied by a connection in an Distribution System Flushing Program which ensures that chlorine residual levels in the Distribution System are Cornwall Centre Road and Highway being adequately maintained. This is accomplished by allowing distribution water to be discharged from fire hydrants and blow-offs for new unit in 2020. a specific amount of time then testing the water for free chlorine residual levels.

000-30

000-25

000-20

000-05

000-05

- 000-10

- 000-15

- 000-20

FCC-01

out by Municipal Works staff and automated flushing systems in regularly scheduled intervals at strategic locations throughout the City.

SPS-01

ZMC-01

EST-01

SPS-03

SPS-05

Works The community of St. Andrews is underground chamber valve located at the intersection of 138 (FCC-02). The flow meter that measures the flow through the connection was replaced with a

FCC-02

Rosedale Terrace is supplied by a connection located beneath the intersection of Mack Street and The flushing activities are carried Cornwall Centre Road (FCC-01).

SPS-02

Holy Trinity Catholic School in the Township of South Glengarry is also SPS-04 connected to the Cornwall Distribution System.

WPP-01

LEGEND



000-15 000-20

000-35

000-30

000-25

000-20

000-15

000-10

000-05

- 000-05

000-10

220001049

BRR-01

WWTP-01

SPS-06

RWI-01



elevated storage tank

22.7 meters tank diameter



base height

41.7 meters

total height

litres of storage

The drinking water pumped from the Water Purification Plant enters the Distribution System and flows to **the Elevated Storage Tank** located at 401 Tollgate Road, between McConnell Avenue and Pitt Street in Cornwall.

The Elevated Storage Tank is a composite tower comprised of a 15.4-metre-tall **steel bell** with the capacity to hold **4,545,000 litres** of treated water, secured to the top of a 26.3-metre-tall concrete base.

The City commissioned the Elevated Storage Tank in 1991 to act as an **emergency reservoir**, and to help **maintain and balance the pressure** in all areas of the City's Distribution System. Many safety features were upgraded and its exterior and portions of the interior were recoated in 2015.

The tank's **water level** is monitored and recorded by 2 separate Level Indicating Transmitters. The level varies during the day depending on the City's **demand**; however, a

minimum operating level is maintained and additional High Lift Pumps are automatically activated at the Water Purification Plant if the level drops too low.

Cornwall. Pressure Indicating Transmitters monitor and record the Distribution The Elevated Storage Tank is a System water **pressure** in the north composite tower comprised of a end of the City.

> Free chlorine residual levels are constantly monitored by a newly upgraded Elevated Tank Chlorine Injection and Monitoring System comprised of a combination of pH and chlorine analyzing probes, a transmitter, and an automated Sodium Hypochlorite injection system which maintains the free chlorine residuals at approximately 1.00 mg/l.

> To maintain uniform free chlorine residuals and prevent freezing in the winter months, the water in the Elevated Storage Tank is in **constant circulation** with the help of a recirculation pumping and flow monitoring system.

Cornwall



boundary road reservoir

Water from the Distribution System is also stored in the **Boundary Road Reservoir** located at 560 Boundary Road in Cornwall.

The reservoir was commissioned in 1973 to act as an additional water storage facility in the event of fire related emergencies and to augment the Distribution System's water pressure in the eastern portion of the City.

The reservoir has the capacity to store **9,100,000 litres** of water in two separate underground chambers.

It also serves as a water pressure booster pumping station equipped with three centrifugal Booster Pumps each capable of transferring approximately 110 litres of water per second from the reservoir and into the Distribution System.

To maintain **free chlorine residuals**, the water in the reservoir is "**turnedover**" daily. Turning-over involves two steps:

First, is an automated process that occurs at nighttime and which **deactivates the Booster Pumps** and **opens the Inlet Valve** to allow water from the Distribution System to fill the reservoir.

The second step occurs during the daytime when the Inlet Valve allowing water into the reservoir is closed and one or more Booster Pumps are activated to reduce the volume of water stored in the Boundary Road Reservoir.

The constant draining and re-filling of the reservoir ensures that the free chlorine residuals are sufficient to prevent the growth of algae or bacteria.

Free chlorine residual levels in the Boundary Road Reservoir are also **constantly monitored** by the newly upgraded Boundary Road Chlorine Injection and Monitoring System. The system is comprised of one combination pH and chlorine analyzing transmitter which samples and monitors the free chlorine residuals of the Distribution System water as it enters the reservoir, another combination pH and chlorine analyzing transmitter which samples and monitors the water as it is pumped out of the reservoir, and an automated chlorine injection system which maintains the chlorine residuals of the water discharged from the reservoir at approximately **1.00 mg/l**.

In the event of a utility power failure, the Boundary Road Reservoir is equipped with a **300-kW diesel generator** set which provides emergency power. The generator set was installed in 2010.



1973
commissioned9.1 MILLION
litres of storage1.00mg/l
free cl²residual



In order to ensure Cornwall's water is **clean** and **safe**, distribution samples are regularly taken and laboratory tested for various parameters. Cuality The sampling and testing parameters which apply to Cornwall's Drinking Water System are outlined in **Schedules 10, 13, 15, 23**, and **24** of O.Reg. 170/03 under the Safe Drinking Water Act of 2002.

Regulation 170/03 Schedule 10-2 (1) by the Ministry of the Environment, Conservation and Parks (MECP) reducing the number of distribution microbiological samples required each Month by 25% because of facility access limitations put in place due to Covid-19.

The temporary regulatory relief was lowered to a 10% reduction in August and remained in place through December.

Schedule 10 normally requires that one (1) raw water sample and one (1) treated water sample be tested per week for **Escherichia coli** (E. coli) and total coliforms, and that a minimum of 55 samples per month be taken from at least 8 different locations in the Distribution System and be tested for the same parameters.

In April, The Cornwall Drinking Water Water Purification Plant staff System was granted temporary collected weekly samples from 15 regulatory relief of Ontario different locations throughout the City in 2020 and submitted them to an **accredited laboratory** for testing.

> The testing results of 52 treated water samples, and all 664 distribution water samples collected in 2020 indicated that there was no trace of total coliforms or E. coli in the City's drinking water.

> Schedule 10 also requires that the general bacteria population of one treated water sample and 25% of the weekly distribution samples be and expressed tested Heterotrophic Plate Count (HPC).

> In 2020, 52 treated water samples and 265 Distribution System water samples were submitted to an accredited laboratory for HPC testing.

All HPC testing results indicated that Cornwall's drinking water is of



Satellite view of the City of Cornwall with pushpins representing our various sampling locations.

excellent quality and is safe for tested annually. consumption.

trihalomethane (THM), haloacetic limits. acid (HAA), nitrate and nitrite levels once every three months, and that

sodium levels be sampled and

Laboratory results for 2020 indicate Schedule 13 of O.Reg. 170/03 that the concentration levels of all requires that the City's drinking parameters listed were below their water be sampled and tested for respective allowable concentration drinking water we produce

> that the concentration levels of all parameters listed under Schedules

13 were well below their respective allowable concentration limits.

Simply put, independent laboratory results confirm that the treated exceeds all quality standards, is clean, safe and taste areat!

112

sampling

WEEKLY BACTERIOLOGICAL SAMPLING and TESTING (Schedule Total Coliforms and E. coli (Escherichia coli)

Background Heterotrophic Plate Count

52 treated water samples – No Unsafe Samples 265 distribution water samples – No Unsafe Samples

QUARTERLY DISTRIBUTION DISINFEC	CTION BY-PRODUCT and CHEMI	CALS SAMPLING and TE	STING (Schedule 13)
Total Trihalomethanes	Maximum Result	>	Provincial Standard
Chloroform			
Bromodichloromethane			
Dibromochloromethane			
Bromoform			
Nitrites			
Nitrates			
Nitrates + Nitrites			
Total Haloacetic Acids			
Chloroacetic Acid *			
Bromoacetic Acid *	244 M 2014 M 2019		
Dichloroacetic Acid *			
Dibromoacetic Acid *			
Trichloroacetic Acid *			
			ALANGE BEAM

* <u>No Provincial Standa</u>rds exist for these parameters; therefore, they have been scaled to 100µg/l

BI-ANNUAL DISTRIBUTION LEAD SAMPLING and TESTING (Schedule 15.1)



** The City is entitled to operate a reduced lead sampling program as prescribed under schedule 15.1-5 of Ontario Regulation 170/03.





Total Coliforms Monthly Average: 19 cfu/100ml E. coli Monthly Average: 9cfu/100ml

TREATED RESULTS No Total Coliforms detected No E, coli detected

TREATED WATER



ANNUAL TREATED WATER CHEMICAL SAMPLING and TESTING (Schedule 13, 15.2, 23, 24)

Alachlor • Antimony • Aresnic • Atrazine + N-dealkylated metabolites • Azinphos-Methyl • Barium • Benzene • Benzo(a)pyrene • Boron • Bromoxynil • Cadmium • Carbaryl • Carbofuran • Carbon Tetrachloride • Chlorpyrifos • Chromium • Diazinon • Dicamba • 1,2-Dichlorobenzene • 1,4-Dichlorobenzene • 1,2-Dichloroethane • 1,1-Dichloroethylene • Dichloromethane • 2,4-Dichlorophenol • 2,4-Dichlorophenoxy Acetic Acid • Diclofop-methyl • Dimethoate • Diquat • Diuron • Fluoride • Glyphosate • Lead • Malathion • Mercury • 2-Methyl-4-chlorophenoxyacetic Acid • Metolachlor • Metribuzin • Monochlorobenzene • Paraquat • Pentachlorophenol • Phorate • Picloram • Polychlorinated Biphenyls • Prometryne • Selenium • Simazine • Sodium • Terbufos • Tetrachloroethylene • 2,3,4,6-Tetrachlorophenol • Triallate • Trichloroethylene • 2,4,6-Trichlorophenol • Trifluralin • Uranium • Vinyl chloride

The results of the annual samples indicated that the concentration levels of <u>all of the</u> <u>parameters</u> listed under Schedule 13, 23 and 24 of O.Reg.170/03 were <u>below one-half of their respective allowable limits</u> set out in the Provincial Standards.



Our water travels to your homes and businesses through a vast network of **underground water mains**. If we connected all the water main pipes end-toend, it would be long enough to reach from **downtown Cornwall** all the way to **Albany**, **New York**!

WATER MAIN BREAKS	
2005	▶ 100
2006	
2007	
2008	
2009	
2010	
2011	
2012	
2013	
2014	
2015	
2016	
2017	
2018	

We invested over to \$3.75 million on our distribution infrastructure this year. This

consisted of many projects including the *replacements, repairs,* and *rehabilitations* of pipes throughout various portions of our water distribution network.

attend in	STREET	FROM	то	DIAMETER/LENGTH
\$2,755,390	Thirteenth Street	Fatima Street	Chruchill Street	150-300mm/410m
	Jane Street	Power Dam Drive	Surgenor Street	150mm/670m
RELINING	Robertson Avenue	Second Street	Princess Street	150mm/541m
25500 000000	Susan Avenue	Leonard Avenue	Osborne Avenue	150mm/108m
The second states	Osborne Avenue	Westmooreland Avenue	Robertson Avenue	150mm/243m
	Joyce Street	Dover Road	Surgenor Street	150mm/395m
	Queen Street	Riverdale Avenue	Susan Avenue	150mm/660m
	Princess Street	Robertson Avenue	Riverdale Avenue	150mm/825m
No	Pescod Avenue	Dover Road	Queen Street	150mm/224m
\$ 007 //0	Louisa Street	Montreal Road	First Street East	150mm/240m
\$ 997,440	Alice Street	Montreal Road	First Street East	150mm/55m
REPLACEMENTS	Baldwin Avenue	First Street East	Second Street East	200mm/160m
	Sydney Street	Fourth Street	Fifth Street	150mm/200m
	Fifth Street	Amelia Street	Sydney Street	450mm/175m
All and a second second	York Street	Seventh Street	Ninth Street West	150mm/375m
	ANNU	AL INVESTMENTS IN WA	TER DISTRIBUTION	INFRASTRUCTURE
\$0 —				► \$4 MILLION
2012				
2013				

2018 2019 2020



THOUSAND nvestments Improvements

We invested close to \$900,000 in 5 capital upgrade projects related to the Water Purification System which were completed in 2020, including:

PROJECT #1

Monitoring Systems at the Intake Valve located at the base Boundary Road Reservoir and in the Elevated Storage Tank to maintain secondary disinfection free chlorine levels in the distribution system. These systems are a critical component of our system and have been replaced with new and upgraded units featuring enhanced monitoring and control capabilities.

PROJECT #2

We use Chlorine Injection and In use since 1958, our Raw Water of the R.H. Saunders Dam was inspected and found to require some rehabilitation work and repairs to the external hardware and its fasteners. This project also included the reconditioning of the valve chamber itself, the decommissioning of a drain valve, and some additional minor repairs.

PROJECT #3

providing electrical control of various portions of the Water Purification Plant including the Filter Area, Pipe Gallery, and the SCADA Operations Centre, had reached the end of their respective functional lifecycles and were replaced with new MCCs that provide enhanced power isolation, monitoring and safety features.

PROJECT #4

The Motor Control Centres The need for new Emergency Intake Connections was Identified as a priority during one of our Quality Management System Annual Risk Assessments and Emergency Management Exercises. These Emergency Intake Connections will ensure we have the ability to continue to deliver safe drinking water in the event of a catastrophic failure of our existing intake.

PROJECT #5

The old Raw Water Motorized Traveling Screen at the Water Purification Plant was installed in 1998 and recently underwent a thorough inspection. It was determined that the functional lifecycle of the old screen had been reached and the unit was replaced with a new model featuring upgraded components and enhanced control and monitoring capabilities.

\$144,000 \$40,000 \$187,000 \$148,000 \$375,000

Safe Drinking Water Act

We operate our Water Treatment and Distribution Systems under the laws and regulations created under the Province of Ontario's **Safe Drinking Water Act** of 2002.

The Act clearly recognizes that **people are entitled to expect safe drinking wate**r, and provides for the **protection** of human health from drinking water health hazards through **controls**, **testing**, and **regulations**.

O.Reg. 128/04

Ensures that the **operators** working on Ontario's drinking water systems are **competent** and **licensed** to perform their duties. It establishes the ongoing training requirements, details the different types of licenses, reissuance and transferability, overall and operator in charge responsibilities, record keeping, and operations and maintenance manual requirements.

O.Reg. 169/03

Sets out the **drinking water quality standards** that we operate under, including the testing parameters of the various contaminants and their acceptable concentration limits.

O.Reg.170/03

Applies to **municipal** and private water systems that provide water to residential areas year-round. It stipulates the **treatment methods**, operational checks, chemical and microbiological sampling and testing requirements, corrective actions, and the **reporting requirements**.

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KEEPING ONTARIO'S DRINKING WATER SAFE!

O.Reg. 287/07

Applies to municipalities within **Source Water Protection Areas** and stipulates the requirements for coordination with Source Water Protection Committees, and the study and creation of specific area protection zones and plans.

O.Reg. 435/93

Sets out water treatment, water distribution, and waste water collection and treatment system **Operating Standards**. It defines the various classifications of facilities, operator licensing fees and other general operating standards.

O.Reg. 453/07

Stipulates the need to prepare a **Financial Plan** that forecasts our financial requirements for at **least six years into the future**. The plan must be approved by a resolution of *City Council* and is required to be updated regularly before we can apply to renew our Operating License. Our most recent Financial Plan was completed in November of 2020.

sustainability

Under the guidance of Cornwall City Council, our administration, in coordination with Watson and Associates Economists Ltd and the St. Lawrence River Institute of Environmental Sciences, are working on a Water Conservation and Servicing Master Plan which will be completed in 2021.

Demand management, water conservation and **sustainability** will be key components to our plan, and as part of this effort, we've implemented a volunteer residential water meter program.

Although the "flat rate" water billing framework hasn't changed, our administration is currently reviewing the policies, consumptions and financial aspects of water metering, as part of the **Blueprint** to our Demand Management approach.



To date, we've installed **1,897** water meters **free-of-charge** in single and multi-residential units. This provides residents with an opportunity to **monitor** and **adapt** to more water conserving habits.

treated

The average daily demand from our Water Purification Plant in 2020 averaged **30.2% of our rated capacity** of 100,000m³ of water per day.



y	TOTAL VOLUME	MAXIMUM FLOW	MINIMUM FLOW	AVERAGE FLOW	RATED CAPACITY
JANUARY	785,801 m³	18,278 l/m	16,386 l/m	17,603 l/m	25.3 %
FEBRUARY	729,417 m³	19,594 l/m	16,152 l/m	17,467 l/m	25.2 %
MARCH	769,010 m³	19,513 l/m	16,031 l/m	17,227 l/m	24.8 %
APRIL	722,374 m ³	18,049 l/m	15,741 l/m	16,721 l/m	24.0 %
MAY	1,012,910 m³	31,227 l/m	16,944 l/m	22,961 l/m	32.6 %
JUNE	1,203,928 m³	37,379 l/m	21,594 l/m	27,869 l/m	40.1 %
JULY	1,278,752 m ³	38,309 l/m	23,853 l/m	28,090 l/m	40.3 %
AUGUST	1,078,504 m³	28,716 l/m	19,833 l/m	24,159 l/m	34.8 %
SEPTEMBER	940,375 m³	23,035 l/m	19,885 l/m	21,768 l/m	31.3 %
OCTOBER	918,800 m³	21,375 l/m	19,303 l/m	20,582 l/m	29.6 %
NOVEMBER	851,408 m³	22,036 l/m	18,676 l/m	19,708 l/m	28.4 %
DECEMBER	878,848 m³	20,828 l/m	18,210 l/m	19,688 l/m	28.4 %
TOTAL:	11,145,303 m²		AVERAGE:	21,131 l/m	or 30.4%

Our Water Purification Plant has the rated capacity to produce and distribute a maximum volume of 100,000 cubic meters per day (m³) at a maximum flow rate of 70,000 litres per minute (I/m).

people

GENERAL MANAGER of INFRASTRUCTURE and MUNICIPAL WORKS (Acting): Bill de WIT

 DIVISION MANAGER of ENVIRONMENTAL SERVICES:
 Carl GOODWIN

 ASSET MANAGEMENT COORDINATOR:
 Hafiz REHMAN

 SUPERVISOR of WATER PURIFICATION PLANT:
 Owen O'KEEFE

 SUPERVISORY CONTROL, DATA AQUISITION & INSTRUMENTATION TECHNOLOGIST:
 Dan DROUIN

 WATER PURIFICATION PLANT OPERATORS:
 Julien CHARTRAND

 Steve GIRARD
 Steve GIRARD

WATER PURIFICATION PLANT MAINTENANCE TECHNICIANS:

WATER METER TECHNICIAN: Jason GADBOIS

Michael FAWTHROP Emma VANIER

Jennifer MARJERRISON

Gordon STIDWILL

Tracy GORDON

Denis LALONDE

Kevin PILON

Steve JODOIN

Rob LAMARCHE Jean MAINVILLE

MUNICIPAL ENGINEER: PROJECT and ASSET MANAGEMENT SUPERVISOR: DESIGN TECHNOLOGIST: INFRASTRUCTURE TECHNOLOGIST: GEOGRAPHIC INFORMATION SYSTEM TECHNOLOGIST: PLANS and RECORDS CLERK:

DIVISION MANAGER of INFRASTRUCTURE:

DIVISION MANAGER of MUNICIPAL WORKS (Acting): PUBLIC WORKS DISPATCHER: MUNICIPAL WORKS TECHNOLOGIST: SAFETY and TRAINING SUPERVISOR: SUPERVISOR of WATER DISTRIBUTION and WASTEWATER COLLECTION: WATER DISTRIBUTION SUB-FOREMAN: WATER DISTRIBUTION OPERATORS:

Paul ROCHON Sharon MILLER **Robert RATHBUN** Tommy SAUVE Kevin DUCHESNE Shawn O'BRIEN Scott CAIN Bryan DELAGE Jason CROWE Pat DECOSTE Paul DEJONG **Kim DELORME** Kevin DREW Shawn HAMEL **Robert LAUZON** Jason LIDDLE Gary LEDUC Duncan MCDONALD Tim MORGAN Tony PICOTTE

"Our **people** provide the services that are foundational to the extraordinary **quality** of drinking water produced everyday. This is the result of **hard work, ingenuity** and **resilience**. The team performs this service **24 hours a day, 7 days a week** in all kinds of weather.

- Bill de WIT, C.E.T. GENERAL MANAGER of INFRASTRUCTURE and MUNICIPAL WORKS (Acting)

www.cornwall.ca

Corporation of the City of Cornwall

Department of Infrastructure and Municipal Works Environmental Services Division 861 Second Street West Cornwall, Ontario, Canada Phone: 613-932-2235 Fax: 613-932-4506

inquiries

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SUPERVISOR of WATER DISTRIBUTION and WASTEWATER COLLECTION Shawn O'BRIEN 613-930-2787 ext. 2226 sobrien@cornwall.ca

> SOURCE WATER PROTECTION RISK ASSESSMENT OFFICIAL Tracy GORDON, C.Tech 613-930-2787 ext. 2271 tgordon@cornwall.ca

SCADA & INSTRUMENTATION TECHNOLOGIST and REPORT AUTHOR Dan DROUIN, A.sc.T. 613-930-2787 ext. 2518 ddrouin@cornwall.ca

Unless otherwise specifically stated, the information contained herein is made available to the public by the *Environmental Services Department of the City of Cornwall* for use as general information only. The intent of this annual report is to inform the public of the performance of the **City of Cornwall's Drinking Water System** for the year **2020**.

Reference herein to any specific commercial product, process, service by trade name, trademark, manufacturer, or otherwise, does not constitute or imply its endorsement, recommendation, or favoring by the *Corporation of the City of Cornwall* or any entities thereof.

The views and opinions of the originators expressed therein do not necessarily state or reflect those of the Corporation of the City of Cornwall or any agency or entities thereof.

2020 DRINKING WATER QUALITY REPORT







USE THINGS MORE THAN ONCE REPAIR

REGIFT!

RECYCLE

SEPARATE WASTE MATERIALS COMPOST

CHOOSE RECYCLABLE!

> BUY LESS CONSERVE WATER

AVOID WASTE!





TWENTY TWENTY DRINKING WATER QUALITY SUMMARY REPORT

Corporation of the City of Cornwall Department of Infrastructure & Municipal Works Environmental Services Division

Drinking-Water System Number: Drinking-Water System Name: Drinking-Water System Owner: Drinking-Water System Category: Period being reported:

22001049
Cornwall Water Treatment Plant
Corporation Of The City Of Cornwall
Large Municipal Residential
January 1, 2020 – December 31, 2020

Complete if your Category is Large Municipal Residential or Small Municipal Residential	Complete for all other Categories.
Does your Drinking-Water System serve more than 10,000 people? Yes [×] No []	Number of Designated Facilities served:
Is your annual report available to the public at no charge on a web site on the Internet? Yes [X] No []	Did you provide a copy of your annual report to all Designated Facilities you serve? Yes [] No []
Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.	Number of Interested Authorities you report to: Did you provide a copy of your annual report
City of Cornwall Water Purification Plant 861 Second Street West Cornwall, Ontario Telephone: (613) 932-2235	to all Interested Authorities you report to for each Designated Facility? Yes [] No []

List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:

Drinking Water System Name	Drinking Water System Number
St. Andrews West/Rosedale Distribution	260001250
System	

Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?

Yes [X] No []

Indicate how you notified system users that your annual report is available, and is free of charge.

- [X] Public access/notice via the web
- [] Public access/notice via Government Office
- [] Public access/notice via a newspaper
- [X] Public access/notice via Public Request
- [] Public access/notice via a Public Library
- [] Public access/notice via other method __

Describe your Drinking-Water System

Source water is Lake St. Lawrence with pre-chlorination for zebra mussel control. Water Purification Plant is a conventional water treatment plant with chemically assisted filtration, Ultra-Violet disinfection, sodium hypochlorite disinfection, and advanced oxidation with hydrogen peroxide. The Water Purification Plant has a capacity of 100, 000 cubic metres per day, treats and distributes approximately 11 million cubic metres annually of potable water through 275 kilometres of distribution pipes.

List all water treatment chemicals used over this reporting period

Chlorine Liquefied Gas, Polyaluminum Chloride Coagulant, Sodium Hypochlorite,

Were any significant expenses incurred to?

- [X] Install required equipment
- [X] Repair required equipment
- [X] Replace required equipment

Please provide a brief description and a breakdown of monetary expenses incurred

- Water Main Relining (\$2,750,000)
- Water Main Replacement (\$1,000,000)
- Raw Water Traveling Screen Replacement (\$375,000)
- Motor Control Centre Replacement (\$187,000)
- Raw Water Line Connections (\$148,000)
- Chemical Feed System Replacement at Booster Stations (\$144,000)
- Raw Water Isolation Valve Room Piping Upgrades (\$40,000)

Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre

Incident Date	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date
02/07/2019	Distribution Total Coliform	1	cfu/100ml	Re-sampled	04/07/2019

Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period.

	Number of Samples	Range of E.Coli Or Fecal Results (min #)-(max #)	Range of Total Coliform Results (min #)-(max #)	Number of HPC Samples	Range of HPC Results (min #)-(max #)
Raw	52	0 - 64	0 – 142	N/A	N/A
Treated	52	0 - 0	0 - 0	52	<2 - 36
Distribution	664	0 - 0	0 - 0	265	<2-12

Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report.

	Number of Grab Samples	Range of Results (min #)-(max #)
Turbidity	8760	0.02 - 0.59 NTU
Chlorine	8760	0.22– 3.59 mg/L
Fluoride (If the DWS provides fluoridation)	N/A	N/A

NOTE: For continuous monitors use 8760 as the number of samples.

Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument.

Date of legal instrument issued	Parameter	Date Sampled	Result	Unit of Measure
None				

Summary of parameters tested during this reporting period or the most recent sample results

Parameter	Sample Date	Result Value	Unit of	Exceedance
			Measure	
Antimony	13/01/20	0.0001	mg/L	no
Arsenic	13/01/20	0.0003	mg/L	no
Barium	13/01/20	0.023	mg/L	no
Boron	13/01/20	0.017	mg/L	no
Cadmium	13/01/20	< 0.000015	mg/L	no
Chromium	13/01/20	< 0.002	mg/L	no
Mercury	13/01/20	<0.0002	mg/L	no
Selenium	13/01/20	< 0.001	mg/L	no
Sodium	13/01/20	14.5	mg/L	no
Uranium	13/01/20	<0.00005	mg/L	no
Fluoride	20/01/20	<0.1	mg/L	no

Nitrite	20/01/20	<0.1	mg/L	no
	14/04/20	<0.1	mg/L	no
	13/07/20	<0.1	mg/L	no
	19/10/20	<0.1	mg/L	no
Nitrate	20/01/20	0.3	mg/L	no
	14/04/20	<0.1	mg/L	no
	13/07/20	0.2	mg/L	no
	19/10/20	0.2	mg/L	no

Summary of lead testing under Schedule 15.1 during this reporting period

(applicable to the following drinking water systems; large municipal residential systems, small

municipal residential systems, and non-municipal year-round residential systems)

Location Type	Number of Samples	Range of Lead Results (min#) – (max #)	Number of Exceedances
Plumbing	N/A	N/A	0
Distribution	N/A	N/A	0

* On reduced monitoring schedule as per Schedule 15.1 distribution samples collected for pH and alkalinity only in 2019.

Summary of parameters sampled during this reporting period or the most recent sample results

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Alachlor	13/01/20	< 0.3	µg/L	no
Atrazine + N-dealkylated metobolites	13/01/20	< 0.5	µg/L	no
Azinphos-methyl	13/01/20	<1	µg/L	no
Benzene	13/01/20	< 0.5	µg/L	no
Benzo(a)pyrene	13/01/20	< 0.005	µg/L	no
Bromoxynil	13/01/20	< 0.5	µg/L	no
Carbaryl	13/01/20	<3	µg/L	no
Carbofuran	13/01/20	<1	µg/L	no
Carbon Tetrachloride	13/01/20	< 0.2	µg/L	no
Chlorpyrifos	13/01/20	< 0.5	µg/L	no
Diazinon	13/01/20	<1	µg/L	no
Dicamba	13/01/20	<10	µg/L	no
1,2-Dichlorobenzene	13/01/20	< 0.5	µg/L	no
1,4-Dichlorobenzene	13/01/20	< 0.5	µg/L	no
1,2-Dichloroethane	13/01/20	< 0.5	µg/L	no
1,1-Dichloroethylene (vinylidene chloride)	13/01/20	< 0.5	µg/L	no
Dichloromethane	13/01/20	<5	µg/L	no
2-4 Dichlorophenol	13/01/20	< 0.1	µg/L	no
2,4-Dichlorophenoxy acetic acid (2,4-D)	13/01/20	<10	µg/L	no
Diclofop-methyl	13/01/20	<0.9	µg/L	no

Drinking Water Systems Regulations

Dimethoate	13/01/20	<1		na
Diquat	13/01/20 13/01/20	<1 <5	µg/L	no
Diuron	13/01/20	<5	µg/L	no
Glyphosate	13/01/20	<25	µg/L	no
Malathion		<23	µg/L	no
2 methyl-4-chlorophenoxyacetic acid (MCPA)	13/01/20		µg/L	no
Metolachlor	13/01/20	<10	µg/L	no
Metribuzin	13/01/20	<3 <3	µg/L	no
Monochlorobenzene	13/01/20		µg/L	no
	13/01/20	<0.5	µg/L	no
Paraquat Pentachlorophenol	13/01/20	<1	µg/L	no
-	13/01/20	<0.1	µg/L	no
Phorate Distance	13/01/20	< 0.3	µg/L	no
Picloram	13/01/20	<15	µg/L	no
Polychlorinated Biphenyls(PCB)	13/01/20	< 0.05	µg/L	no
Prometryne	13/01/20	<0.1	µg/L	no
Simazine	13/01/20	< 0.5	µg/L	no
тнм	13/01/20	29.0	µg/L	no
	14/04/20	42.0	µg/L	no
	13/07/20	48.0	µg/L	no
(NOTE: show latest annual average)	19/10/20	40.0	µg/L	no
	2020 Avg	39.8	µg/L	no
Terbufos	13/01/20	< 0.5	µg/L	no
Tetrachloroethylene	13/01/20	< 0.5	µg/L	no
2,3,4,6-Tetrachlorophenol	13/01/20	<0.1	µg/L	no
Triallate	13/01/20	<10	µg/L	no
Trichloroethylene	13/01/20	< 0.5	µg/L	no
2,4,6-Trichlorophenol	13/01/20	<0.1	µg/L	no
Trifluralin	13/01/20	< 0.5	µg/L	no
Vinyl Chloride	13/01/20	<0.2	µg/L	no
Chloroform (Distribution)	13/01/20	17.0	µg/L	no
	14/04/20	27.0	µg/L	no
	13/07/20	29.0 24.0	µg/L	no
	19/10/20		µg/L	no
Bromoform (Distribution)	13/01/20	<5.0	µg/L	no
	14/04/20	<5.0	µg/L	no
	13/07/20	<5.0 <5.0	µg/L	no
	19/10/20		µg/L	no
Dibromochloromethane (Distribution)	13/01/20	4.0	µg/L	no
	14/04/20	4.0	µg/L	no
	13/07/20	6.0 5.0	µg/L	no
	19/10/20		µg/L	no
Bromodichloromethane (Distribution)	13/01/20	9.0	µg/L	no
	14/04/20	12.0	µg/L	no
	13/07/20	13.0 11.0	µg/L	no
	19/10/20	11.0	µg/L	no

				[]
Total Haloacetic Acids (Distribution)	13/01/20	14.1	µg/L	no
	14/04/20	20.7	µg/L	no
	13/07/20	23.4	µg/L	no
(NOTE: show latest annual average)	19/10/20	17.9	µg/L	no
	2020 Avg	19.0	µg/L	no
Chloroacetic Acids (Distribution)	13/01/20	<4.7	µg/L	no
	14/04/20	<4.7	µg/L	no
	13/07/20	<4.7	µg/L	no
	19/10/20	<4.7	µg/L	no
Bromoacetic Acid (Distribution)	13/01/20	<2.0	µg/L	no
	14/04/20	<2.9	µg/L	no
	13/07/20	<2.9	µg/L	no
	19/10/20	<2.9	µg/L	no
Dichloroacetic Acid (Distribution)	13/01/20	8.1	µg/L	no
	14/04/20	11.3	µg/L	no
	13/07/20	14.3	µg/L	no
	19/10/20	11.1	µg/L	no
Dibromoacetic Acid (Distribution)	13/01/20	<2.0	µg/L	no
	14/04/20	<2.0	µg/L	no
	13/07/20	<2.0	µg/L	no
	19/10/20	<2.0	µg/L	no
Trichloroacetic Acid (Distribution)	13/01/20	6.0	µg/L	no
	14/04/20	9.5	µg/L	no
	13/07/20	9.7	µg/L	no
	19/10/20	6.9	µg/L	no

List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards.

Parameter	Result Value	Unit of Measure	Date of Sample
None			



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

Department:	Planning, Development and Recreation
Division:	Building and By-law
Report Number:	2021-21-Planning, Development and Recreation
Prepared By:	Charles Bray, Acting Chief Building Official
Meeting Date:	March 22, 2021
Subject:	OSPCA Agreement

Purpose

To enter into an agreement with Ontario Society for Prevention to Cruelty to Animals (OSPCA) to provide Pound Services for the City of Cornwall. The new proposed agreement will adopt a fee for service model that is consistent with the City's approach towards agreements.

Recommendation

- a. That Council receive Report 2021-21-Planning, Development and Recreation; and
- b. That Council direct Administration to prepare the appropriate By-Law to enter into an agreement with the OSPCA to provide Pound Services for the City of Cornwall.

Background / Discussion

The City of Cornwall has had an agreement with the OSPCA to provide Pound Services for well over 10 years. Pursuant to Section 7 of the City's Animal Control By-Law, any dogs that are captured running at large shall be impounded in a facility that meets the regulations established under the *Research for Animals Act*.



Dogs are typically held in the pound for a redemption period of up to three days, as established under the Act, allowing an owner to claim their dog. Unclaimed dogs become the property of the OSPCA for their disposal, preferable by means of adoption into the community.

Historically this agreement has been a lump sum amount that was paid in monthly installments. The previous agreement commenced on January 1, 2016 and came to end on December 31, 2020. The amount of this agreement for the final year of the agreement was approximately \$96,000.

A "Fee for Service" model has been adopted with this agreement to more accurately reflect the actual costs incurred by the City for Pound Services. The fee structure is based on a monthly retainer fee of \$1,000 and a cost of \$450 per dog. When an owner claims their dog, they will be subject to an \$80.00 impound fee and a \$25.00 per day boarding fee. These amounts are payable directly to the OSPCA by the owner. Therefore, the City encourages responsible dog owners to obtain a dog license to avoid these costs. The City is then able to track the owner of the dog and contact them for the safe return of their pet if they are wearing their dog tag. The agreement also has some ancillary fees, such as a premium fee of \$100.00 per day for the handling of an aggressive dog.

The annual average of dogs in the past five years has been calculated as fiftysix (56) dogs. Understanding that there was a low of 37 and a high of 96 dogs in 2019 and 2020 respectively. However, based on the annual average for the past five years it is anticipated that there will be a significant cost saving of approximately \$58,000 annually to the City. This would of course be dependent on the actual number of dogs that are brought to the Pound in a given year.



Document Title:	OSPCA Agreement - 2021-21-Planning, Development and Recreation.docx
Attachments:	
Final Approval Date:	Jan 21, 2021

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

Charles Bray - Jan 20, 2021 - 3:51 PM

- Mark A. Boileau Jan 20, 2021 4:20 PM
- Tracey Bailey Jan 20, 2021 7:44 PM

Maureen Adams - Jan 21, 2021 - 10:20 AM

POUND SERVICE AGREEMENT

THIS AGREEMENT, effective as of the _____ day of _____, 2021 (the "Agreement"), is made:

BETWEEN

THE CORPORATION OF THE CITY OF CORNWALL

(hereinafter referred to as the "City")

And

THE ONTARIO SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS (hereinafter called the "Society")

(collectively the "Parties" and each a "Party")

WHEREAS Section 7(i) of the City's *Animal Control By-Law*, 112-1998, as may be amended from time to time (the "**By-Law**") requires the City to establish a Pound (as such term is defined in the *Animal for Research Act*, R.S.O. 1990, Chapter A.22, and any regulations made thereunder, in each case as may be amended from time to time (the "**Act**"));

AND WHEREAS the Society has agreed to provide certain services to the City in relation to the establishment and operation of the City's Pound and other ancillary services;

AND WHEREAS the Society and the City wish to enter into this Agreement to set out the terms pursuant to which the Society will provide such services to the City.

NOW THEREFORE the Parties agree as follows:

1. APPOINTMENT

- 1.1 The City hereby appoints the Society to serve as a Pound for the City with the duties of such Pound to be exercised by the Society to impound dogs, in accordance with the provisions of the By-Law and the Act.
- 1.2 The City hereby grants to the Society the right to dispose of all dogs impounded which have become the property of the City, at no cost to the City, after the expiry of the required Redemption Period (as defined below). Pursuant to Section 20(1) of the Act and Section 7(j) of the By-Law, the Redemption Period for dogs is seventy two (72) hours from the time of impounding, exclusive of holidays and the day of impoundment (the "**Redemption Period**").
1.3 The City hereby grants to the Society the right to collect and retain all pound fees, from individuals that are claiming their dog during the Redemption Period, as prescribed in Schedule "A".

2. POUND

- 2.1 The Society agrees to provide, at its expense an animal shelter capable of providing adequate accommodation for all dogs impounded by the City (the "**Pound Services**"), such Pound to be designed and operated in accordance with the Act and, in particular, Regulation 23 (Pounds) thereunder.
- 2.2 The Society agrees to receive, impound and hold, during the Redemption Period, for claiming by the owners, any dog delivered to the Society's animal shelter, being utilized as the City's Pound, by a Municipal Law Enforcement Officer (as such term is defined in the By-Law), a resident of Cornwall or other duly authorized individuals.
- 2.3 The Society agrees to provide and install all the equipment necessary for the proper operation of a pound.
- 2.4 The Society agrees to deliver to the City on a quarterly basis, a written report of the operations of the Pound up to the last day of the preceding month, showing the number of impounded dogs received at the Pound, the length of time spent in the Pound and details regarding the disposal of dogs.
- 2.5 In providing the Pound Services and Disposal Services (as defined below), the Society shall carry out such services in a professional manner, at a level that is consistent with industry standards, all in accordance with applicable laws, including but not limited to the Act and the By-Law.

3. DISPOSAL OF ANIMALS

- 3.1 The Society agrees to dispose of unclaimed dogs, after the expiry of the Redemption Period, by either sale or euthanasia (the "**Disposal Services**").
- 3.2 The Society agrees to be responsible for providing and paying for all veterinary fees for any euthanasia services required after the Redemption period. During the redemption period all veterinary fees, as prescribed in Section 6 of this Agreement, including euthanasia are the responsibility of the City.

4. SALE OF MUNICIPAL DOG - TAGS

4.1 The Society agrees to sell municipal dog tags on behalf of the City, only to those owners who are claiming their dog and do not already have a tag, and to retain 100% of those

fees. For all other residents, the society shall promote and encourage the licensing of animals through other approved animal tag vendors in the City.

4.2 The Society shall provide the City with a report and receipts detailing the individuals who have purchased their annual dog tag from the Society on a bi-monthly basis.

5. **REMUNERATION FOR SERVICES**

- 5.1 In consideration of the provision of the Services, the City will pay the Society the service fee in the amounts set out in Schedule "A" attached hereto (the "**Service Fees**").
- 5.2 The City agrees that any aggressive dog delivered to the Society by a Municipal Law Enforcement Officer (as such term as defined in the By-Law), or other duly authorized individuals, shall be subject to an additional fee, as prescribed in Schedule A for an aggressive dog.
- 5.3 For the purposes of this Agreement, an aggressive dog shall mean a dog that is transported to the Society by a Municipal Law Enforcement Officer or their designate, following a documented investigation where it has been determined that the dog has bitten, attacked or attempted to bite or attack a person or domestic animal as determined by the City ("Aggressive Dog"), and such designation shall apply only for the Redemption Period.
- 5.4 The City and the Society agrees that after the Redemption Period an Aggressive Dog that remains unclaimed will be disposed of in accordance with Sections 1 and 3 of this Agreement.
- 5.5 The City and the Society agree that no Aggressive Dogs delivered to the Society shall require to be impounded for a period longer than the Redemption Period.
- 5.6 Notwithstanding Section 5.5, In the event the City advises the Society to hold any dog, longer than the redemption period, due to a quarantine or other reason, the dog shall incur an extended stay fee ("**Extended Stay Fee**") for the duration of its stay as prescribed in Schedule "A". In addition, any veterinarian fees as prescribed in Section 6 of this Agreement, during the extended stay, shall also be the responsibility of the City. For greater clarity the Aggressive Dog Fee and Extended Stay Fee shall not be charged by the Society on the same day.
- 5.7 The Society shall provide the City with an invoice for the Service Fees on a monthly basis.The City shall pay the amount of any undisputed invoices in full to the Society within thirty (30) days of receipt of such invoice.
- 5.8 The Society agrees to provide a detailed invoice to the City describing the name, complete address including postal code and phone number of each individual that drops off a dog

to the society, in order for the City to determine proper residency within the geographical boundaries of the City of Cornwall.

6. ANIMAL CARE

- 6.1 The City shall promptly transport injured dogs to a veterinarian, if the owner of the animal is unknown or cannot be located in a timely fashion. The City will be responsible for the payment of veterinary fees to keep the animal comfortable. Once the animal has been treated and released from the veterinary clinic, the City may transport the dog to the Society.
- 6.2 In the event that the Society is required to comply with a Public Health Ontario mandate for rabies vaccination pursuant to Regulation 567 or the Health Protection and Promotion Act of Ontario, the City shall reimburse the Society for the cost of vaccinating all dogs brought into the Pound under this agreement, with exception of unclaimed dogs which are adopted after the expiry of the Redemption Period, pursuant to Section 3.1 and dogs brought to the Pound as a result of a dog bite quarantine by a Municipal Law Enforcement Officer or their designate. Owner's claiming their dog during the Redemption Period shall be required to pay restitution to the Society for such vaccination alleviating the City of any financial obligation. If the Owner fails to pay restitution to the Society, the Society shall contact the City for further directives prior to releasing any dog. In the event that the Society fails to contact the City prior to releasing a dog, the Society acknowledges that the City will not be responsible for any additional costs.
- 6.3 Subject to the following, if the owner of a dog is unknown or cannot be located in a timely fashion, the City agrees to pay, for medical care required to keep a sick or injured dog comfortable while in the care of the Society but still the property of the City (the "**Veterinary Fees**" and together with the "**Service Fees**", the "**Fees**"). If the dog owner is identified and pays restitution to the Society for such Veterinary Fees, the City shall not be responsible to pay the Society shall contact the City for further directives prior to releasing any dog. In the event that the Society fails to contact the City prior to releasing a dog, the Society acknowledges that the City will not be responsible for any additional costs.
- 6.4 The City agrees that this Agreement only addresses dogs impounded under the authority of the By-Law.
- 6.5 The City agrees that this Agreement does not include cats, exotic animals, wildlife, roadkill, deadstock or deceased dogs.
- 6.6 The City agrees to provide ample advanced notice, where possible, prior to the delivery of any dog considered aggressive so the Society may prepare and staff for the additional handling requirements.

6.7 The Society shall provide the City with an invoice for any outstanding Veterinary Fees on a monthly basis. The City shall pay the amount of any undisputed invoices in full to the Society within thirty (30) days of receipt of such invoice.

7. CONFIDENTIALITY

- 7.1 All processes, documents, data, plans, material, policies or information including but not limited to information, knowledge or data of a personal, intellectual, technical, scientific, commercial or industrial nature, or relating to the operations of a Party, that is obtained by the other Party ("**Receiving Party**") or furnished to the Receiving Party in connection with this Agreement, including the terms of this Agreement ("**Confidential Information**"), shall be maintained by the Receiving Party in strict confidence and shall not be disclosed to any person or entity for any reason or used by the Receiving Party except as necessary for it to perform its obligations under this Agreement.
- 7.2 The limitations contained in this section shall not apply to (a) Confidential Information which is in the public domain at the time of disclosure; (b) Confidential Information that becomes part of the public domain after disclosure through no fault of the Receiving Party; (c) Confidential Information that the Receiving Party can prove was known by the Receiving Party at the time of disclosure; (d) Confidential Information that the Receiving Party can prove was supplied to the Receiving Party by a third party or was independently developed by the Receiving Party; or (e) Confidential Information required to be disclosed pursuant to judicial process.
- 7.3 The Society acknowledges that the City is subject to and shall comply with the *Municipal Freedom of Information and Protection of Privacy Act* (Ontario).

8. INSURANCE

- 8.1 During the Term of this Agreement, the Society will maintain in full force and effect (at its sole expense), such insurance as would be maintained by a prudent person in the position of the Society, including but not limited to commercial general liability insurance with a limit of not less than five million dollars (\$5,000,000) for any one occurrence. Such insurance shall include but not be limited to public liability and property damage, erroneous death or injury to an animal, contractual liability, cross and several liability and voluntary medical expenses.
- 8.2 The Society's insurance shall name the City as an additional insured for purposes of this Agreement. The Society shall provide evidence of such insurance to the City on an annual basis and shall provide the City with thirty (30) days' prior written notice of any material change to, cancellation or non-renewal of its insurance coverage.

9. INDEMNIFICATION

9.1 The Society agrees to indemnify and hold harmless the City, its elected officials, officers, employees and all of their successors and assigns (the "Indemnified Parties"), from and against any and all liability, loss, costs, damages and expenses (including legal, expert and consultant fees), causes of action, actions, claims, demands, lawsuits or other proceedings, by whomever made, sustained, incurred, brought or prosecuted, in any way arising out of or in connection with the Services or otherwise in connection with this Agreement, except to the extent caused by the negligence or wilful misconduct of the Indemnified Parties.

10. TERM AND TERMINATION

- 10.1 This Agreement shall commence on the 1st of January, 2021 and shall continue in full force effect until December 31, 2025 (the "**Term**").
- 10.2 This Agreement shall be automatically renewed for subsequent periods of twelve (12) months each unless one of the Parties provide the other Party with written notice at least ninety (90) days' prior to the end of the then current Term that it does not wish to renew this Agreement.
- 10.3 This Agreement may be terminated prior to the end of the Term by either Party in the event that, in carrying out their obligations hereunder, as applicable:
 - a. the other Party breaches any term or condition of this Agreement, and fails to remedy such breach upon the expiry of thirty (30) days' written notice from the non-breaching Party of such breach or, with respect to a breach that cannot be remedied with the thirty (30) day period, such longer period of time as may be required to remedy the breach in the circumstances, provided the breaching Party has commenced to remedy the breach within the thirty (30) day period and is actively and diligently taking appropriate measures to remedy the breach; or
 - b. the other Party becomes insolvent and/or proceedings have been commenced under any legislation or otherwise for its dissolution, liquidation or winding-up, or bankruptcy, insolvency or creditors' arrangement proceedings have been commenced by or against such Party.
- 10.4 Either Party may terminate this Agreement at any time for any reason upon ninety (90) days' prior written notice to the other Party.
- 10.5 Each Party acknowledges that, on any termination of this Agreement, the Society shall be entitled to payment of any Fees accrued and payable pursuant to the terms of this Agreement, as is applicable, as of the effective date of termination.

10.6 Upon termination of this Agreement, each Party shall immediately return to the other Party all records, files, lists, documents, equipment and any other property in its possession or control belonging to the other Party.

11. NOTICE

- 11.1 Any notice, document or other communication required to be given under this Agreement shall be in writing and shall be sufficiently given if sent by personal delivery/courier, registered mail or email to the other Party at is address indicated below:
 - a. If to the City:

100 Water Street East, Cornwall, ON K6H 6G4		
Attention:	Charles Bray	
Telephone:	613-930-2787	
Email:	cbray@cornwall.ca	

b. If to the Society:

16586 Woodbine Ave, Stouffville, L4A 3W2		
Attention:	Tom Stephenson	
Telephone:	905-898-7122	
Email:	tstephenson@ontariospca.ca	

Or to such other address, email address or person that the Party designates in writing to the other Party. The notice shall be deemed to have been delivered on the day of personal delivery, on the day received by email (as evidenced by a transmission confirmation), or on the fifth day following mailing.

12. GENERAL

- 12.1 **Relationship of the Parties**: This is an agreement for the performance of services and does not and shall not be deemed to create a joint venture, partnership, and fiduciary or agency relationship between the Parties for any purpose. The Society is engaged as an independent contractor for the sole purpose of providing services. Neither the Society, nor any of its personnel are engaged as an employee, servant or agent of the City. The Society further agrees to be solely responsible for any and all payments and/or deductions required to be made respecting Employment Insurance, Canada Pension Plan, Québec Pension Plan, Workers' Compensation, Income Tax or such payment deductions falling within this particular category.
- 12.2 **Entire Agreement:** This Agreement and any agreements and documents to be delivered pursuant to the terms of this Agreement, constitute the entire agreement between the Parties relating to the subject matter of this Agreement.

- 12.3 **Survival:** Except as otherwise provided in this Agreement, those terms and conditions that ought reasonably to survive the termination of this Agreement, shall survive termination.
- 12.4 **Amendments:** No amendment of this Agreement will be effective unless set out in writing and signed by both Parties.
- 12.5 **Assignment:** This Agreement cannot be assigned by either of the Parties without the prior written consent of the other Party, such consent not to be unreasonably withheld or delayed.
- 12.6 **Governing Law and Jurisdiction:** This Agreement shall be governed by and construed in accordance with the law of the Province of Ontario and the federal laws of Canada applicable in the Province of Ontario. Each Party irrevocably and unconditionally attorns to the exclusive jurisdiction of the Courts of the Province of Ontario.
- 12.7 **Severability:** If any provision of the Agreement is declared by a court of competent jurisdiction to be invalid, illegal or unenforceable, such provision shall be severed from the Agreement and all other provisions of the Agreement shall remain in full force and effect.
- 12.8 **Waivers:** The waiver by a Party of a breach of any term or condition of the Agreement shall not prevent the enforcement of that term or condition by that Party in the case of a subsequent breach, and shall not be deemed or construed a waiver of any subsequent breach.
- 12.9 **Execution and Delivery:** This Agreement may be executed in counterparts, including counterparts by facsimile transmission or scanned emailed copies. Each of such counterparts will constitute an original document and such counterparts, taken together, will constitute one and the same instrument.
- 12.10 **Independent Legal Advice:** Each of the Parties acknowledge having read and understood this Agreement, having had the opportunity to obtain independent legal advice regarding this Agreement and having done so or refused to do so of their own volition.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF the Parties have executed this Agreement the date set out above.

THE CORPORATION OF THE CITY OF CORNWALL

Per: _____ Name: Bernadette Clement Title: Mayor

Per: _____ Name: Manon L. Levesque Title: City Clerk

I have the authority to bind the City

ONTARIO SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS

Per:

Name: Tom Stephenson Title: Chief Financial Officer

I have the authority to bind the Society

SCHEDULE "A"

Service Fees

In consideration of the provision of the Services, the City agrees to pay the Society the following Service Fees:

- Pound Name:Ontario SPCA Stormont, Dundas & Glengarry Animal Centre
550 Boundary Road
Cornwall, Ontario
K6H 5S3
(613) 936-0072
- 1. The City agrees to pay the Society a monthly retainer fee in the amount of one thousand dollars (\$ 1,000) for its services for providing a Pound (the "**Retainer Fee**").
- 2. The City agrees to pay an amount of four hundred and fifty dollars (\$ 450) for each dog that is impounded by a Municipal Law Enforcement Officer (as such term as defined in the By-Law), a resident of Cornwall or other duly authorized individuals.
- 3. The City agrees that the fee described in paragraph 1 and 2, above shall increase annually on the anniversary date of the contract by an amount equal to the CPI for the preceding twelve month period per the Government of Canada website www.statscan.gc.ca for the term of the contract.

Other Fees:

Impound Fee:	\$ 80.00/Dog
Boarding Fee:	\$ 25.00/Day
Aggressive Dog:	\$ 100.00/Day (for a maximum of three (3))
Extended Stay Fee:	\$100.00/Day (pursuant to Section 5.6)



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

Department:	Planning, Development and Recreation
Division:	Planning
Report Number:	2021-41-Planning, Development and Recreation
Prepared By:	Lindsay Parisien, Development Planner
Meeting Date:	March 22, 2021
Subject:	Memorial Park – Lot 2 Plan 52M-51 – Part Lot Control Exemption

Purpose

To request Council's approval for the proposed Part Lot Control Exemption application submitted to the Planning Division.

The Planning Division has received an application from Memorial Park Developments Inc. to remove Part Lot Control from Lot 2 on Registered Plan 52M-51 in the Memorial Park Subdivision. This has been confirmed by an application form received from the applicant's agent, Mr. Maurice Gatien (Attachment 1).

It is not always normal practice to show the individual townhouse lots on a Registered Plan of Subdivision, rather, such lots are usually shown as one complete lot and identified as a townhouse 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

- a. That Part Lot Control be removed from Lot 2 on Registered Plan 52M 51, City of Cornwall; and
- b. That Part Lot Control be reinstated on the townhouse lots in the Memorial Park Subdivision, once the subject lots have been created by the appropriate procedure.



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 by-law to remove Part Lot Control from all or part of a Registered Plan of Subdivision. Such a by-law 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 townhouse dwelling unit 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 each townhouse 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. Therefore, 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 2 on Registered Plan 52M-51, City of Cornwall; and
- (b) That Part Lot Control be reinstated on the townhouse lots in the Memorial Park Subdivision, once the subject lots have been created by the appropriate procedure.



Document Title:	Memorial Park Lot 2-Part Lot Control Exemption - 2021-41- PDR.docx
Attachments:	 Attach. 1 - Memorial Park Application - Lot 2.pdf Attach. 2 - Memorial Park - Plan Lot 2.pdf
Final Approval Date:	Mar 16, 2021

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

Mary Joyce-Smith - Mar 16, 2021 - 12:46 PM

Mark A. Boileau - Mar 16, 2021 - 1:47 PM

Maureen Adams - Mar 16, 2021 - 3:20 PM



<u>Www.cornwall.ca</u> 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: OLifting of Part Lot Control OExtension of Part Lot Control

OWNER/APPLICANT/AGENT INFORMATION

Name & Address of Registered Property Owner MEMORIAL PARK DEVELOPMENTS , NC.	Name & Address of Applicant/Agent
CORNWALL ON KG J 162	40 SECOND FT. WEST CORNWALL ON
Phone# & Email Address	Phone# & Email Address
jkooiman@bell.net	Mgaticn@lawcornwall.com
NOTIFICATION	V

All communications should be sent to the following (check those that apply):

OOwner

,

OApplicant

Agent

LOCATION OF SUBJECT LANDS

Description of the subject land:	×.
Lot Concession Municipality Street Address	Registered Plan No. 52 M-51 Lot (s) No. 2 Reference Plan No. 52 R - 8384 Part(s) No. PT5 1-6 DN 52 A8387

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For any and all previously approved or concurrent development applications, please list application numbers:

Application Type	Application#
Plan of Subdivision	PLAN 52M-51
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:

N.A. By-law # Date Passed: N.A.

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 D No If yes, please describe: 1 st Mortgage: Computershare Trust Company of Canada (1525,000.00) 2 nd Mortgage: Emard Bros Lumber Co. Ltd. (1100, 000.00)

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?	WYe:	s 🗆 No	
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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:	THREE (3) SEMI-DETACHED UNITS
Distance from lot lines:	N.A STRUCTURES ARE CONTIGUOUS
Height above grade:	18 feet (5.49 meters
Dimensions (attach sketch):	see skatch
Floor area:	1050 sq. ft. per unit (97.5 sq. meters)

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, <u>MEMORAL MARK DEVELOMMENT INC</u>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 <u>Planning Act</u> for the purpose of processing this application.

Owner's Signature

MARCH 3 2021

Date

AFFIDAVIT
I, JOHN KOOIMAN of the CITY of of OF
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 <u>Canada Evidence Act</u> .
Sworn (or declared) before me at the <u>CITY</u> of <u>CRAWAUL</u> in the <u>COUNTY</u> of <u>STORMONT</u> this <u>3</u> day of <u>MARCH</u> , 2021.
Commissioner of Oaths, etc.
ed .

\$ 2,250°°	Deposit provided by:	Wowner	□Agent	
Applicant's Signature	Johnim	Date:	MARCH	3, 2021
	V			





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

Department:	Planning, Development and Recreation
Division:	Planning
Report Number:	2021-42-Planning, Development and Recreation
Prepared By:	Lindsay Parisien, Development Planner
Meeting Date:	March 22, 2021
Subject:	Memorial Park – Lot 3 Plan 52M-51 – Part Lot Control Exemption

Purpose

To request Council's approval for the proposed Part Lot Control Exemption application submitted to the Planning Division.

The Planning Division has received an application from Memorial Park Developments Inc. to remove Part Lot Control from Lot 3 on Registered Plan 52M-51 in the Memorial Park Subdivision. This has been confirmed by an application form received from the applicant's agent, Mr. Maurice Gatien (Attachment 1).

It is not always normal practice to show the individual townhouse lots on a Registered Plan of Subdivision, rather, such lots are usually shown as one complete lot and identified as a townhouse 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

a. That Part Lot Control be removed from Lot 3 on Registered Plan 52M - 51, City of Cornwall; and



b. That Part Lot Control be reinstated on the townhouse lots in the Memorial Park Subdivision, once the subject lots have been created by the appropriate procedure.

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 by-law to remove Part Lot Control from all or part of a Registered Plan of Subdivision. Such a by-law 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 each townhouse 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. Therefore, 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 3 on Registered Plan 52M-51, City of Cornwall; and
- (b) That Part Lot Control be reinstated on the townhouse lots in the Memorial Park Subdivision, once the subject lots have been created by the appropriate procedure.



Document Title:	Memorial Park Lot 3 - Part Lot Control Exemption - 2021-42- PDR.docx
Attachments:	 Attach. 1 - Memorial Park Application Lot 3.pdf Attach. 2 - Memorial Park Plan Lot 3.pdf
Final Approval Date:	Mar 16, 2021

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

Mary Joyce-Smith - Mar 16, 2021 - 12:46 PM

Mark A. Boileau - Mar 16, 2021 - 1:53 PM

Maureen Adams - Mar 16, 2021 - 3:26 PM



<u>www.cornwall.ca</u> 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: OLifting of Part Lot Control OExtension of Part Lot Control

OWNER/APPLICANT/AGENT INFORMATION

Name & Address of Registered Property Owner MEMORIAL PARK DEVELOPMENTS , NC.	Name & Address of Applicant/Agent
40 40 SECOND ST. WEST	40 SECOND ST. WEST
CORNWALL ON KG J 162	CORNWALL ON
	K6J 162
Phone# & Email Address 514-603-0154	Phone# & Email Address
ikosiman@ bell.net	613-936-2100 mgatica@lawcornwell.com
NOTIFICATION	0

All communications should be sent to the following (check those that apply):

Owner)Owner
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OApplicant

Agent

LOCATION OF SUBJECT LANDS

Description of the subject land:		r.
Lot	negotifed fibilities.	M-51
Concession	Lot (s) No	
Municipality	Reference Plan No	R-8384
Street Address	Part(s) No. PT5 7.	12 ON 52R 8387

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For any and all previously approved or concurrent development applications, please list application numbers:

Application Type	Application#
Plan of Subdivision	PLAN 52M-51
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:

N.A. By-law # Date Passed: N.A.

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: 1 st Mortzage: Computershare Trust Company of Canada (1525,000.00) 2 nd Mortgage: Emard Bros. Lumber Co. Ltd. (1100, 000.00)

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?

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:	THREE (3) SEMI-DETACHED UNITS
Distance from lot lines:	N.A STRUCTURES ARE CONTIGUOUS
Height above grade:	18 feet (5.49 meters
Dimensions (attach sketch):	sec sketch
Floor area:	1050 sq. ft. per unit (97.5 sq. meters)

Are any buildings or structures proposed?
Yes

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. MEMORIAL PARK DEVELOPMENTS INC. I, by its fresident Joth UppIMAN am the owner of the land that is W DOLMAN 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

MARCH 3 2021

Date

AFFIDAVIT		
I, JOHN KOOIMAN of the CITY of		
MONTREAL in the PROVINCE of QUEBEC		
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 <u>Canada Evidence Act</u> .		
Sworn (or declared) before me at the <u>C(TY</u> of <u>CORNWAU</u> in the <u>COUNTY</u> of <u>STORMONT</u> this <u>3</u> day of <u>MALCH</u> , 20 <u>2(</u>		
Commissioner of Oaths, etc.		
\$_2,250 Deposit provided by: Downer Date: March 3 2021		





The Corporation of the City of Cornwall Regular Meeting of Council New Business

Department:	Corporate Services
Division:	Clerk's Division
Report Number:	2021-11-Council Members
Meeting Date:	March 22, 2021
Subject:	Special Meetings of Council for Operation Review

Proposed by: Councillor Dean Hollingsworth

Seconded by: Councillor

Whereas budgeting is an ongoing responsibility of Council.

Whereas operating budgets represent a significant portion of the municipal tax levy.

And whereas Council may wish to review levels of service and allow appropriate time to plan for possible changes prior to the 2022 Budget deliberations.

Now therefore be it resolved that Council request a report from Administration on the following items:

- 1. Scheduling two Special Council Meetings during the month of May
- 2. Having Departments provide an operational review which would include:
 - a. Budgets
 - b. Levels of Service
 - c. Organizational Charts



The Corporation of the City of Cornwall Regular Meeting of Council By-law 2021-018

Department:	Planning, Development and Recreation
Division:	Planning
By-law Number:	2021-018
Report Number:	2021-36-Planning, Development and Recreation
Meeting Date:	March 22, 2021
Subject:	By-law HOTC 150 Pitt and 134 Montreal Road

Whereas the Council of The Corporation of the City of Cornwall has approved the Heart of the City (HOTC) Community Improvement Plan (CIP) under Section 28 of the Planning Act, in November 2005, and associated funding programs to provide for loans/grants for the improvement of primarily commercial and mixed-use properties known as the Heart of the City (HOTC) Funding Programs; and

Whereas the Council has provided, in its Capital Budget, a sufficient level of annual funding to provide for the implementation of such HOTC Funding Programs; and

Whereas these loans are subsequently registered on title as applicable and the said Agreements as Mortgages and to further provide and administer municipal funds to the identified property owners under the HOTC Initiative (HOTC#2021-03 150 Pitt Street and HOTC#2021-04 134 Montreal Road); and

Whereas the Mayor and Clerk execute any and all documentation relative to the completion of this matter.



Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

- 1. That the following specific HOTC Program 2 (Type I or Type II, respectively) to the following person(s) or their authorized Signing Officer(s) for the following properties:
 - a. HOTC#2021-03 1727846 Ontario Inc 150 Pitt Street being Part Lot 16, S/S Second St, 17 S/S Second St, 16 N/S First St Plan Cornwall Pt 1 52R2775; T/W S176335; S/T S310408; Cornwall PIN#60167-0160 (LT) in the amount of \$30,000, pursuant to a Program 2 (Type II) HOTC Funding (Loan) Agreement;
 - b. HOTC#2021-04 Shawn Smith & Sarah Irwin 134 Montreal Road being Pt Lt 212 Plan 16 As In S193701; S/T & T/W S193701; Cornwall PIN #60165-0132 (LT) in the amount of \$3,000, pursuant to a Program 2 (Type II) HOTC Funding (loan) Agreement;
- 2. That the Mayor and Clerk be and are hereby authorized to execute all documents to complete this matter; and
- 3. That this By-law take effect on the day of passing by City Council.

Read, signed, and sealed in open Council this 22nd day of March, 2021.

Manon L. Levesque	Э
City Clerk	

Bernadette Clement Mayor



Report Approval Details

Document Title:	Bylaw HOTC 150 Pitt and 134 Montreal Rd - 2021-36- PDR.docx
Attachments:	
Final Approval Date:	Feb 24, 2021

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

Mary Joyce-Smith - Feb 22, 2021 - 2:44 PM

Mark A. Boileau - Feb 22, 2021 - 2:56 PM

Maureen Adams - Feb 24, 2021 - 2:47 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:	2021-37-Planning, Development and Recreation
Prepared By:	Dana McLean, Development Coordinator
Meeting Date:	March 22, 2021
Subject:	Note - HOTC 150 Pitt Street and 134 Montreal Road

Purpose

Explanation of Purpose and Effect for HOTC Application Program 2 – Building Restoration & Improvement Agreement to Bylaw for application HOTC#2021-03 150 Pitt Street and HOTC#2021-04 134 Montreal Road.

Background / Discussion

This By-law is necessary to allow the City to enter into said Funding Agreements and to subsequently register, on title, as applicable, said Agreements as Mortgages for each stated approved application and to further provide and administer municipal funds to the identified property owners under the HOTC initiative.

The City of Cornwall, under the Planning and Municipal Acts, respectively, administers the HOTC Funding Incentive Programs which, in part, offer Forgivable and or Zero Interest (0%) Free Loans, Grants and Tax-based funding primarily on a matching dollar basis to commercial/mixed use property owners within the designated HOTC Community Improvement Area. The Loans are secured by a mortgage registered against the property for a period of between 5 to 10 years, for example.



Report Approval Details

Document Title:	Note HOTC 150 Pitt and 134 Montreal Road - 2021-37- PDR.docx
Attachments:	
Final Approval Date:	Feb 24, 2021

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

Mary Joyce-Smith - Feb 22, 2021 - 2:49 PM

Mark A. Boileau - Feb 24, 2021 - 2:52 PM

Maureen Adams - Feb 24, 2021 - 2:56 PM



The Corporation of the City of Cornwall

Regular Meeting of Council

By-law 2021-019

Department:	Planning, Development and Recreation
Division:	Planning
By-law Number:	2021-019
Report Number:	2021-34-Planning, Development and Recreation
Meeting Date:	March 22, 2021
Subject:	By-law Renaissance 17-21 Edward Street

Whereas the Council of The Corporation of the City of Cornwall has provided in its Capital Budget monies to provide for loans/grants for the improvement of properties known as the Renaissance Housing Rehabilitation Program; and

Whereas, pursuant to the said Program, certain eligible applicants have applied for a loan/grant to improve their properties under the Rules provided by the Renaissance Program.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

- That the Council hereby authorizes the following loan RHRP#2019-01 Fiona McNaughton & Wesley Parfitt being Lot 131 Plan 16; Pt 2 52R7509; City of Cornwall PIN#60163-0361 (LT) pursuant to a loan Agreement. (Municipal Address of 17-19-21 Edward Street);
- 2. That the Mayor and Clerk be and is hereby authorized to execute all documents to complete this matter; and
- 3. That this By-law take effect on the day of passing by City Council.

Read, signed, and sealed in open Council this 22nd day of March, 2021.

Manon L. Levesque City Clerk Bernadette Clement Mayor



Report Approval Details

Document Title:	By-law 2021-019 Renaissance 17-21 Edward - 2021-34- PDR.docx
Attachments:	
Final Approval Date:	Mar 15, 2021

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

Mary Joyce-Smith - Feb 22, 2021 - 2:01 PM

Mark A. Boileau - Mar 8, 2021 - 11:40 AM

Maureen Adams - Mar 15, 2021 - 5:06 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:	2021-35-Planning, Development and Recreation
Prepared By:	Dana McLean, Development Coordinator
Meeting Date:	March 22, 2021
Subject:	Note - Renaissance 17-21 Edward Street

Purpose

The Purpose and Effect of this By-law is to allow the City Solicitor to register liens against properties approved under the Renaissance Housing Rehabilitation Program (RHRP#2019-01 17-19-21 Edward).

Background / Discussion

The City of Cornwall, under the Planning and Municipal Acts, respectively, administers the Renaissance Housing Rehabilitation Program Funding Incentive Programs which, in part, offer Forgivable Loans, primarily on a matching dollar basis to residential property owners within the designated Renaissance Community Improvement Area. The Loans are secured by a lien registered against the property for a period of 5 years, for example.

This By-law is necessary to allow the City to enter into said Funding Agreements and to subsequently register, on title, as applicable, said Agreements as Mortgages for each stated approved application and to further provide and administer municipal funds to the identified property owners under the RHRP initiative.


Document Title:	Note Renaissance 17-21 Edward - 2021-35-PDR.docx
Attachments:	
Final Approval Date:	Feb 22, 2021

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

Mary Joyce-Smith - Feb 22, 2021 - 2:11 PM

Mark A. Boileau - Feb 22, 2021 - 2:18 PM

Maureen Adams - Feb 22, 2021 - 2:30 PM



Department:	Planning, Development and Recreation
Division:	Planning
By-law Number:	2021-020
Report Number:	2021-43-Planning, Development and Recreation
Meeting Date:	March 22, 2021
Subject:	By-law - Part Lot Control, Lot 2 Plan 52M-51

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 2, on Plan 52M-51, 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 52R8387 being part of Lot 2, on Plan 52M51 (part of PIN 60171-0302 LT), designated for the purpose of this By-law as Parcel "A"; and

(b) Parts 3 and 4 on Plan 52R8387 being part of Lot 2, on Plan 52M51 (part of PIN 60171-0302 LT), designated for the purpose of this By-law as Parcel "B"; and

(c) Parts 5 and 6 on Plan 52R8387 being part of Lot 2, on Plan 52M51 (part of PIN 60171-0302 LT), designated for the purpose of this By-law as Parcel "C"; and

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); and

- 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 Parts "A", "B" and "C", 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 22nd day of March, 2021.

Manon L. Levesque City Clerk



Document Title:	By-law 2021-020 Part Lot Control, Lot 2 Plan 52M-51 - 2021-43-PDR.docx
Attachments:	
Final Approval Date:	Mar 16, 2021

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

Mary Joyce-Smith - Mar 16, 2021 - 12:45 PM

Mark A. Boileau - Mar 16, 2021 - 1:33 PM

Maureen Adams - Mar 16, 2021 - 3:16 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:	2021-45-Planning, Development and Recreation
Prepared By:	Lindsay Parisien, Development Planner
Meeting Date:	March 22, 2021
Subject:	Note – Part Lot Control Lot 2 Plan 52M-51

Purpose

The Purpose and Effect of this By-law is to remove Part Lot Control from certain lots in the Memorial Park Subdivision.

Recommendation

- (a) That Part Lot Control be removed from Lot 2 on Registered Plan 52M 51, City of Cornwall; and
- (b) That Part Lot Control be reinstated on the townhouse lots in the Memorial Park 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 townhouse dwelling units once the structures are built.

However, the surveying to create individual parts for each townhouse 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 each townhouse is correctly placed along the centre line of the demising wall between dwelling units.

Furthermore, any conditions of development are already imposed as part of the Subdivision Agreement. Therefore, 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.



Document Title:	Note - Part Lot Control Lot 2 Plan 52M-51 - 2021-45- PDR.docx
Attachments:	
Final Approval Date:	Mar 16, 2021

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

Mary Joyce-Smith - Mar 16, 2021 - 12:45 PM

Mark A. Boileau - Mar 16, 2021 - 1:35 PM

Maureen Adams - Mar 16, 2021 - 3:14 PM



Department:	Planning, Development and Recreation
Division:	Planning
By-law Number:	2021-021
Report Number:	2021-44-Planning, Development and Recreation
Meeting Date:	March 22, 2021
Subject:	By-law - Part Lot Control, Lot 3 Plan 52M-51

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 3, on Plan 52M-51, 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 7 and 8 on Plan 52R8387 being part of Lot 3, on Plan 52M51 (part of PIN 60171-0303 LT), designated for the purpose of this By-law as Parcel "A"; and



(b) Parts 9 and 10 on Plan 52R8387 being part of Lot 3, on Plan 52M51 (part of PIN 60171-0303 LT), designated for the purpose of this By-law as Parcel "B"; and

(c) Parts 11 and 12 on Plan 52R8387 being part of Lot 3, on Plan 52M51 (part of PIN 60171-0303 LT), designated for the purpose of this Bylaw as Parcel "C"; and

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); and

- 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 Parts "A", "B" and "C", 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 22nd day of March, 2021.

Manon L. Levesque City Clerk



Document Title:	By-law 2021-021 Part Lot Control, Lot 3 Plan 52M-51 - 2021- 44-PDR.docx
Attachments:	
Final Approval Date:	Mar 16, 2021

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

Mary Joyce-Smith - Mar 16, 2021 - 2:11 PM

Mark A. Boileau - Mar 16, 2021 - 2:19 PM

Maureen Adams - Mar 16, 2021 - 3:23 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:	2021-46-Planning, Development and Recreation
Prepared By:	Lindsay Parisien, Development Planner
Meeting Date:	March 22, 2021
Subject:	Note – Part Lot Control Lot 3 Plan 52M-51

Purpose

The Purpose and Effect of this By-law is to remove Part Lot Control from certain lots in the Memorial Park Subdivision.

Recommendation

- (a) That Part Lot Control be removed from Lot 3 on Registered Plan 52M 51, City of Cornwall; and
- (b) That Part Lot Control be reinstated on the townhouse lots in the Memorial Park 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 townhouse dwelling units once the structures are built.

However, the surveying to create individual parts for each townhouse 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 each townhouse is correctly placed along the centre line of the demising wall between dwelling units.



Furthermore, any conditions of development are already imposed as part of the Subdivision Agreement. Therefore, 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.



Document Title:	Note - Part Lot Control Lot 3 Plan 52M-51 - 2021-46- PDR.docx
Attachments:	
Final Approval Date:	Mar 16, 2021

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

Mary Joyce-Smith - Mar 16, 2021 - 1:23 PM

Mark A. Boileau - Mar 16, 2021 - 1:55 PM

Maureen Adams - Mar 16, 2021 - 3:17 PM



Department:	Planning, Development and Recreation
Division:	Parks and Recreation
By-law Number:	2021-022
Report Number:	2021-38-Planning, Development and Recreation
Meeting Date:	March 22, 2021
Subject:	By-law – Renewal of Lease Agreement No. 64-0671 with St. Lawrence Seaway Authority Management Corporation

Whereas The Corporation of the City of Cornwall is desirous of entering into a renewal of Lease Agreement No. 64-0671 for a one year period with the St. Lawrence Seaway Authority Management Corporation for the Corporation's structures located on land legally described as Lock 19, old Lock 19 and pier to Lock 19, the Corporation's Right-of-way leading to said structures as well as a parking area containing 465 m2 more or less.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

 That The Corporation of the City of Cornwall enter into a renewal of Lease Agreement No. 64-0671 with the St. Lawrence Seaway Management Corporation for the Corporation's structures located on land legally described as Lock 19, old Lock 19 and weir to Lock 19, the Corporation's Right-of-Way leading to said structures as well as a parking area;



- 2. That the term of the agreement be from June 1, 2021 to May 31, 2022; and
- 3. 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 22nd day of March, 2021.

Manon L. Levesque City Clerk



Document Title:	By-law 2021-022 Renewal of Lease Agreement No. 64-0671 - 2021-38-PDR.docx
Attachments:	
Final Approval Date:	Mar 15, 2021

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

James Fawthrop - Mar 10, 2021 - 11:51 AM

Mark A. Boileau - Mar 10, 2021 - 1:48 PM

Maureen Adams - Mar 15, 2021 - 4:38 PM



Department:	Planning, Development and Recreation
Division:	Parks and Recreation
By-law Number:	2021-023
Report Number:	2021-39-Planning, Development and Recreation
Meeting Date:	March 22, 2021
Subject:	By-law – Renewal of Lease Agreement No. 64-0672 with the St. Lawrence Seaway Management Corporation

Whereas The Corporation of the City of Cornwall is desirous of entering into a renewal of lease agreement No. 64-0672 for a one year period with the St. Lawrence Seaway Management Corporation for a parcel of Canal Reserve land legally described as Part of Lot 19 and 20, Concession 1, City of Cornwall, County of Stormont, containing an area of 3.88 HA more or less.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

 That The Corporation of the City of Cornwall enter into a one (1) year renewal of lease agreement No. 64-0672 with the St. Lawrence Seaway Management Corporation for a parcel of canal reserve land legally described as Part of Lots 19 and 20, Concession 1, City of Cornwall, County of Stormont containing an area of 3.88 HA more or less;



- 2. That the term of the Agreement be from April 1, 2021 to March 31, 2022;
- 3. 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 22nd day of March, 2021.

Manon L. Levesque City Clerk



Document Title:	By-law 2021-023 Renewal of Lease Agreement No. 64-0672 - 2021-39-PDR.docx
Attachments:	
Final Approval Date:	Mar 15, 2021

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

James Fawthrop - Mar 10, 2021 - 11:51 AM

Mark A. Boileau - Mar 10, 2021 - 1:47 PM

Maureen Adams - Mar 15, 2021 - 4:37 PM



Department:	Planning, Development and Recreation
Division:	Parks and Recreation
By-law Number:	2021-024
Report Number:	2021-47-Planning, Development and Recreation
Meeting Date:	March 22, 2021
Subject:	Lease Agreement with the Federal Department of Fisheries and Oceans Canada for Marina 200

Whereas The Corporation of the City of Cornwall is desirous of entering into a lease agreement with the Federal Department of Fisheries and Oceans Canada to continue the operations of Marina 200.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

- 1. That By-law 2020-100 is hereby repealed.
- 2. That the Corporation of the City of Cornwall enter into a five year lease agreement with the Federal Department of Fisheries and Oceans Canada for the period of January 1, 2020 to December 31, 2024;



- 3. That the Rental fee be established at \$500 per annum or 20% of gross revenue (interpreted as 20% of gross dock revenue); and
- 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 22nd day of March, 2021.

Manon L. Levesque City Clerk



Document Title:	By-law 2021-024 Lease Agreement - Marina 200 - 2021-47- PDR.docx
Attachments:	
Final Approval Date:	Mar 17, 2021

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

James Fawthrop - Mar 17, 2021 - 3:59 PM

Mark A. Boileau - Mar 17, 2021 - 4:36 PM

Maureen Adams - Mar 17, 2021 - 4:54 PM



The Corporation of the City of Cornwall Regular Meeting of Council By-law Explanatory Note

Department:	Planning, Development and Recreation
Division:	Parks and Recreation
Report Number:	2021-54-Planning, Development and Recreation
Prepared By:	James Fawthrop, Division Manager
Meeting Date:	March 22, 2021
Subject:	Note – Marina 200 Lease Agreement Renewal

Purpose

A By-law is required to renew an existing lease agreement between The Department of Fisheries and Oceans and The City of Cornwall which grants the City permission to use the leased land for the operation of Marina 200.

Background / Discussion

The existing lease agreement has been in place since 1984.

It is required to renew the existing lease agreement for a proposed five year term, in order to maintain the operation of Marina 200.

The attached sketch identifies the limits of the leased lands.



Document Title:	Note - Lease Agreement for Marina 200 - 2021-54-Planning, Development and Recreation.docx
Attachments:	
Final Approval Date:	Mar 17, 2021

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

Mark A. Boileau - Mar 17, 2021 - 4:37 PM

Maureen Adams - Mar 17, 2021 - 4:52 PM



Department:	Glen-Stor-Dun Lodge
Division:	Glen-Stor-Dun Lodge
By-law Number:	2021-025
Report Number:	2021-01-Glen Stor Dun Lodge
Meeting Date:	March 22, 2021
Subject:	GSDL – Royal Ottawa Hospital Service Agreement

Whereas The Corporation of the City of Cornwall, on behalf of Glen Stor Dun Lodge, is desirous to enter into a Service Agreement with the Royal Ottawa Health Care Group ("The Royal") to provide services through the Geriatric Psychiatry Outreach-Behaviour Support Services program; and

Whereas the Geriatric Psychiatry Outreach-Behaviour Support Services program will provide on-site or telepractice, resident-centred and staff-centred geriatric psychiatry consultation.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. The Corporation of the City of Cornwall, on behalf of Glen Stor Dun Lodge, is hereby authorized to enter into a Service agreement with the Royal Ottawa Health Care Group.



2. 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 22nd day of March, 2021.

Manon L. Levesque City Clerk



Document Title:	By-law 2021-025 GSDL - Royal Ottawa Hospital Service Agreement - 2021-01-GSDL.docx
Attachments:	
Final Approval Date:	Mar 15, 2021

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

Steven Golden - Mar 4, 2021 - 11:58 AM

Maureen Adams - Mar 15, 2021 - 4:32 PM



The Corporation of the City of Cornwall Regular Meeting of Council By-law Explanatory Note

Department:	Glen-Stor-Dun Lodge
Division:	Glen-Stor-Dun Lodge
Report Number:	2021-02-Glen Stor Dun Lodge
Prepared By:	Steven Golden, Administrator
Meeting Date:	March 22, 2021
Subject:	Note - GSDL – Royal Ottawa Hospital Service Agreement

Purpose

The Geriatric Psychiatry Outreach Team wishes to provide regular, on-site or telepractice, resident-centred and staff-centred geriatric psychiatry consultation (the "Psychiatry Consultation Services") to Glen Stor Dun Lodge and wishes to enter into this Agreement setting out their respective roles and responsibilities in relation to the Psychiatry Consultation Services.

Background / Discussion

Target Population

The target populations for the Geriatric Psychiatry Consultation Services are:

 Older adults (>65 years of age) who suffer from major or minor neurocognitive disorders with behavioural disturbance that interferes with their ability to function independently, seriously affects their feelings of well-being, or that adversely affects their relationship with others, and their ability to receive appropriate care;



- Adults <65 years of age who suffer from major neurocognitive disorders that are age related (I.e. Alzheimer's Disease and Frontal Temporal Dementia) with behavioural disturbance, that interferes with their ability to function independently, seriously affects their feelings of well-being, or that adversely affects their relationship with others, and their ability to receive appropriate care;
- Older adults (>65 years of age) who suffer from mental illness and requiring ongoing psychiatric follow-up due to chronicity, instability of the illness, high risk for relapse, or on complex medications that may require a psychiatrist to follow; and
- Support is provided to the family and caregivers.

Goals

The goals of the Geriatric Psychiatry Consultation Services are to:

- Support the complex mental health needs of the residents at Glen Stor Dun Lodge, including providing assessments and treatment recommendations;
- Foster supportive care environments to optimize quality of life and prevent unnecessary psychiatric admissions and emergency department visits;
- Provide time-limited consultation, treatment and follow-up with residents, family and caregivers;
- Provide support to Glen Stor Dun Lodge's nursing team in the implementation of recommendations;
- Provide education with the aim of building staff capacity within the Lodge; and
- Provide support and education to the resident's caregivers.



Goals of Behavioural Supports (BSO)

The aim of BSO is to realign and enhance the health care system in a manner that both facilitates collaboration and partnerships among like or complementary dementia care programs and services and to leverage existing resources. Staffing enhancements, knowledge exchange and capacity building efforts have been undertaken to establish an integrated service delivery model that spans acute care, long-term care and community care for the region.



Document Title:	Note - Agreement GSDL and the Royal Ottawa Hospital Service - 2021-02-Glen Stor Dun Lodge.docx
Attachments:	
Final Approval Date:	Mar 15, 2021

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

Steven Golden - Mar 4, 2021 - 11:59 AM

Maureen Adams - Mar 15, 2021 - 4:31 PM



Department:	Cornwall & SD&G Paramedic Services
Division:	Paramedics
By-law Number:	2021-026
Report Number:	2021-03-Cornwall SDG Paramedic Services
Meeting Date:	March 22, 2021
Subject:	Community Paramedics Funding to Assist Seniors on Long Term Care Wait List

Whereas over 38,000 seniors are currently on the provincial wait list for Long Term Care bed placements; and

Whereas the Ministry of Health will provide up to \$2,815,200 in one time funding over a four-year transfer payment agreement to support seniors on the provincial wait list with community paramedicine services; and

Whereas the funding will enhance the current existing Community Paramedicine Program to keep seniors in the comfort of their own homes.

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 enter into a four year transfer payment agreement with the Ministry of Health to support seniors on the provincial wait-list.



2. 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 22nd day of March, 2021.

Manon L. Levesque City Clerk



Document Title:	By-law 2021-026 Community Paramedics Funding - 2021- 03-EMS.docx
Attachments:	
Final Approval Date:	Mar 15, 2021

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

Bill Lister - Mar 8, 2021 - 10:48 AM

Tracey Bailey - Mar 14, 2021 - 2:35 PM

Maureen Adams - Mar 15, 2021 - 4:45 PM



Department:	Cornwall & SD&G Paramedic Services
Division:	Paramedics
By-law Number:	2021-027
Report Number:	2021-04-Cornwall SDG Paramedic Services
Meeting Date:	March 22, 2021
Subject:	Agreement with Eastern Ontario Health Unit for the Distribution of Naxolone Kits

Whereas the Eastern Ontario Health Unit wishes Cornwall SDG Paramedic 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 Cornwall SDG Paramedic 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 wish respect to the distribution of Naloxone Kits to Clients.
- 2. That this Agreement is effective starting on April 1, 2021.

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 22nd day of March, 2021.

Manon L. Levesque City Clerk


Document Title:	By-law 2021-027 Agreement with EOHU - 2021-04-Cornwall SDG Paramedic Services.docx
Attachments:	
Final Approval Date:	Mar 18, 2021

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

Bill Lister - Mar 18, 2021 - 8:22 AM

Maureen Adams - Mar 18, 2021 - 9:23 AM



The Corporation of the City of Cornwall Regular Meeting of Council By-law Explanatory Note

Department:	Cornwall & SD&G Paramedic Services
Division:	Paramedics
Report Number:	2021-05-Cornwall SDG Paramedic Services
Prepared By:	Bill Lister, Chief
Meeting Date:	March 22, 2021
Subject:	Note – Agreement with Eastern Ontario Health Unit for the Distribution of Naxolone Kits

Purpose

To enter into an agreement with the Eastern Ontario Health Unit for the distribution of Naxolone kits to clients.

Background / Discussion

The Eastern Ontario Health Unit has approached the Cornwall SDG Paramedic Services to perform certain services with respect to the distribution of Naxolone kits to clients. The Health Unit will provide the kits and training to Paramedic staff who will be responsible for distributing the kits.



Document Title:	Note - Agreement with EOHU - Naxolone Kits - 2021-05- Cornwall SDG Paramedic Services.docx
Attachments:	
Final Approval Date:	Mar 18, 2021

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

Bill Lister - Mar 18, 2021 - 8:23 AM

Maureen Adams - Mar 18, 2021 - 9:12 AM



The Corporation of the City of Cornwall Regular Meeting of Council By-law 2021-028

Department:	Infrastructure and Municipal Works
Division:	Transit
By-law Number:	2021-028
Report Number:	2021-21-Infrastructure and Municipal Works
Meeting Date:	March 22, 2021
Subject:	Transfer Payment Agreement with Ministry of Transportation – Restart Funding – Phase 2

Whereas in response to the COVID-19 pandemic, the Government of Canada committed \$1 billion in federal funding under the Safe Restart Agreement (SRA) to support Ontario municipal transit systems with COVID-19 pandemic related financial pressures; and

Whereas the Province of Ontario has committed up to \$1.15 billion to cost-match the federal funding to support Ontario municipal transit systems with COVID-19 pandemic related financial pressures; and

Whereas The Corporation of the City of Cornwall is desirous to enter into a Transfer Payment Agreement with the Ministry of Transportation to receive provincial funding under the Safe Restart Agreement (SRA) – Phase 2 Municipal Transit Funding.



Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

 That The Corporation of the City of Cornwall enter into a Transfer Payment Agreement with the Province of Ontario for the Safe Restart Agreement (SRA) – Phase 2 Municipal Transit Funding.

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 22nd day of March, 2021.

Manon L. Levesque City Clerk

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Document Title:	By-law 2021-xxx Transfer Payment Agreement - Restart Funding - 2021-21-IMW.docx
Attachments:	
Final Approval Date:	Mar 15, 2021

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

Len Tapp - Mar 9, 2021 - 4:03 PM

Bill de Wit - Mar 9, 2021 - 4:19 PM

Maureen Adams - Mar 15, 2021 - 4:36 PM



The Corporation of the City of Cornwall Regular Meeting of Council By-law Explanatory Note

Department:	Infrastructure and Municipal Works
Division:	Transit
Report Number:	2021-22-Infrastructure and Municipal Works
Prepared By:	Len Tapp, Division Manager
Meeting Date:	March 22, 2021
Subject:	Note – By-law to Transfer Payment Agreement – Safe Restart Funding – Phase 2 for Municipal Transit Funding

Purpose

That The Corporation of the City of Cornwall be authorized to enter into an Agreement with the Ministry of Transportation for the transfer payments under the Safe Restart Agreement - Phase 2 Municipal Transit Funding.

Background / Discussion

In response to the COVID-19 pandemic, the Province of Ontario has committed up to \$1 billion to cost-match the federal funding to support Ontario municipal transit systems with COVID-19 pandemic related financial pressures under the Safe Restart Agreement (SRA) – Municipal Transit Funding.

The funding for Phase 2 is intended to provide the municipality with assistance for the financial impacts that has been incurred during the eligibility period on or before October 1, 2020, ending before March 31, 2021.



Document Title:	Note - By-law for Transfer Payment Agreement - Restart Funding - 2021-22-Infrastructure and Municipal Works.docx
Attachments:	
Final Approval Date:	Mar 15, 2021

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

Len Tapp - Mar 9, 2021 - 1:31 PM

Bill de Wit - Mar 9, 2021 - 2:04 PM

Maureen Adams - Mar 15, 2021 - 4:35 PM



The Corporation of the City of Cornwall Regular Meeting of Council

By-law 2021-029

Department:	Infrastructure and Municipal Works
Division:	Infrastructure Planning
By-law Number:	2021-029
Report Number:	2021-12-Infrastructure and Municipal Works
Meeting Date:	March 22, 2021
Subject:	South Branch Road Water and Sewer Service Extension Agreement

Whereas in 1988, the Township of South Stormont and the City of Cornwall entered into agreements, in which the City agreed to provide potable water to the Township in the areas known as Rosedale Terrace, Headline Road and St. Andrews West, as well as in the Cornwall Centre Road and South Branch Road area, and a sanitary sewer at the western limit of the City boundary on Vincent Massy Drive; and

Whereas in 2009, the Township and the City entered into an agreement for the City to continue supplying potable water and sewer services for a further period of twenty (20) years, with the terms and conditions as set out under By-Law 027-2009; and

Whereas Mr. Mohammad Ibrar Mula has applied to the City to complete a watermain and a sanitary sewer extension on South Branch Road, in accordance with the terms and conditions as set out under the previously approved By-Law 027-2009. The proposed works is required to complete the construction of 60m of 250mm diameter sanitary sewer, 85m of 200mm diameter watermain, a 100mm diameter sanitary lateral, and a 25mm diameter water service, to service the Brothers Auto Mechanic Inc., located at 17397 South Branch Road, Township of South Stormont; and



Whereas a Service Extension Agreement is required with Mr. Mohammad Ibrar Mula, to complete a watermain and a sanitary sewer extension on South Branch Road, in accordance with the terms and conditions set out in the previously approved By-Law 027-2009.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

- 1. The City of Cornwall enter into a Service Extension Agreement with Mohammad Ibrar Mula and
- 2. 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 22nd day of March, 2021.

Manon L. Levesque City Clerk



Document Title:	By-law 2021-029 South Branch Rd Water Sewer Service Agreement - 2021-12-IMW.docx
Attachments:	
Final Approval Date:	Mar 17, 2021

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

Michael Fawthrop - Mar 16, 2021 - 6:04 PM

Bill de Wit - Mar 17, 2021 - 9:04 AM

Maureen Adams - Mar 17, 2021 - 9:30 AM



The Corporation of the City of Cornwall Regular Meeting of Council By-law Explanatory Note

Department:	Infrastructure and Municipal Works
Division:	Infrastructure Planning
Report Number:	2021-13-Infrastructure and Municipal Works
Prepared By:	Emma Vanier, Municipal Engineer
Meeting Date:	March 22, 2021
Subject:	Note - South Branch Road Service Extension Agreement

Purpose

An explanatory note to By-law authorizing the City of Cornwall to enter into a Service Extension Agreement with Mohammad Ibrar Mula, for the purpose of extending the existing sanitary sewer and watermain, to service the existing Brothers Auto Mechanic Inc., located at 17397 South Branch Road, in the Township of South Stormont.

Background / Discussion

In 1988, the Township of South Stormont and the City of Cornwall entered into agreements, in which the City agreed to provide potable water to the Township in the areas known as Rosedale Terrace, Headline Road and St. Andrews West, as well as in the Cornwall Centre Road and South Branch Road area, and a sanitary sewer at the western limit of the City boundary on Vincent Massy Drive. In 2009, the Township and the City entered into an agreement for the City to continue supplying potable water and sewer services for a further period of twenty (20) years, with the terms and conditions as set out under By-Law 027-2009.



As part of the terms of By-Law 027-2009, the City agreed to provide a limited supply of water and sanitary sewer service to properties in the Township, which front directly on Cornwall Centre Road and South Branch Road. Per the By-Law, those properties' services are connected to the City's watermain, and are entitled to receive equivalent service, at an equal rate, as do the properties located in the City of Cornwall. Per the agreement, the City reserves the right, and complete discretion to determine when and where watermain and sewer extensions take place along Cornwall Centre Road and South Branch Road, and to limit the size of service connections thereto and the quantity of water to be withdrawn therefrom or discharged into. The Township agreed to require each property connected to the City water supply, to meter its water supply and for the meter readings to be taken by the City, with billing issued by the City, directly to the affected properties.

Mr. Mohammad Ibrar Mula, the Owner of Brothers Auto Mechanic Inc., has applied for a service extension agreement with the City, to extend the existing 250mm diameter sanitary sewer and 200mm diameter watermain on South Branch Road. The Service Extension Agreement will allow the Owner of Brothers Auto Mechanic Inc., Mr. Mohammad Ibrar Mula, to proceed with the construction of 60m of 250mm diameter sanitary sewer, 85m of 200mm diameter watermain, a 100mm diameter sanitary lateral and a 25mm water service on South Branch Road, from the end of the existing watermain and sanitary sewer on South Branch Road, as shown on the attached sketch. This service extension agreement will allow 17397 South Branch Road, to be serviced by the City's water and sewer, per the terms and conditions of the previously approved By-Law 027-2008.



Document Title:	Note - South Branch Rd Water Sewer Service Agreement - 2021-13-IMW.docx
Attachments:	- 17397 South Branch Rd.pdf
Final Approval Date:	Mar 17, 2021

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

Michael Fawthrop - Mar 17, 2021 - 9:06 AM

Bill de Wit - Mar 17, 2021 - 4:28 PM

Maureen Adams - Mar 17, 2021 - 4:41 PM





The Corporation of the City of Cornwall Regular Meeting of Council By-law 2021-030

- Department: Infrastructure and Municipal Works
- Division: Municipal Works
- By-law Number: 2021-030

Report Number: 2021-20-Infrastructure and Municipal Works

- Meeting Date: March 22, 2021
- Subject: A By-law to declare property as 'Surplus to the Needs of the Municipality" pertaining to a 30 foot by 100 foot section of land within a lot legally described as Part of Lot 25, Plan 156, Parts 4,5,6 and 7 on Reference Plan 52R-2539 on Pitt Street

Whereas pursuant to the Municipal Act, 2001, S.O. 2001, C.25, Section 270 (1) states that a Municipality shall adopt and maintain policies with respect to the following matters:

1. Its sale and other disposition of land; and

Whereas Policy FI.adm07-02 requires that Council shall by By-Law declare the property to be surplus to the needs of the Municipality; and

Whereas it is deemed expedient in the interest of The Corporation of the City of Cornwall that the following property is surplus to the needs of the Municipality: a 30 foot by 100 foot section of land within a lot legally described as Part of Lot 25, Plan 156, Parts 4,5,6 and 7 on Reference Plan 52R-2539 on Pitt Street.



Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

- 1. That a 30 foot by 100 foot section of land within a lot legally described as Part of Lot 25, Plan 156, Parts 4,5,6 and 7 on Reference Plan 52R-2539 on Pitt Street be declared surplus;
- 2. That a Notice of intent to sell and dispose of the property be given to the public; and
- 3. That the Mayor and Clerk are hereby authorized to execute any and all documentation required for the passage of this By-law.

Read, signed and sealed in open Council this 22nd day of March, 2021.

Manon L. Levesque City Clerk



Document Title:	By-law 2021-030 Surplus Land - Pitt Street - 2021-20- IMW.docx
Attachments:	
Final Approval Date:	Mar 16, 2021

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

Bill de Wit - Mar 16, 2021 - 2:19 PM

Maureen Adams - Mar 16, 2021 - 2:28 PM



The Corporation of the City of Cornwall Regular Meeting of Council By-law 2021-031

Department:	Infrastructure and Municipal Works
Division:	Environment
By-law Number:	2021-031
Report Number:	2021-11-Infrastructure and Municipal Works
Meeting Date:	March 22, 2021
Subject:	Waste Management By-Law

Whereas By-law 2021-031 hereby repeals By-law 2019-034 and all of it's appendices to reflect changes to bag limits, acceptable residential waste and recycling carts and new waste exemptions. Whereas By-law 2021-031 hereby repeals By-law 2019-034 and all of its appendices to reflect changes to bag limits, acceptable residential waste and recycling carts and new waste exemptions.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That Section 1.0 'DEFINITIONS' of By-law 034-2019 be amended to add, in alphabetical order:

"Bag Tags" means a tag purchased from the Corporation or one of it's vendors that allows waste with an affixed bag tag to be collected outside of the current bag limit.

"Exemptions" means that waste outside of the current garbage bag limit will be collected if the criteria for the extra bags is met.

2. That Section 4.0 'CONTAINERS' of By-law 2019-034 be amended to add:



The use of rolling garbage carts for residential properties that are no larger than 32 gallons and are equipped with the 'North American' grip and lift bar to be compatible with the lifting mechanisms on collection vehicles.

Residential dwellings may choose to use 120L (32 Gal) charcoal garbage carts and 120L (32 gal), 240L (64 Gal) and 360L (95 Gal) blue recycling carts. Rolling carts must be equipped with a North American style grip and lift bar compatible with the lifting mechanisms on collection vehicles.

- 3. That Section 5.0 'PREPARATION OF WASTE' of By-law 2019-034 be amended to add:
 - f. Garbage bag tags / Additional bags or containers
 - i. Garbage bag tags will be required for each additional garbage bag or container above the current limit as describes in Schedule B.
 - ii. Each additional garbage bag will be affixed with one (1) garbage bag tag. Each additional container shall have the top item contained within be affixed with two (2) tags.
 - g. Exemptions for diapers will be collected if the diapers are contained in a clear bag and placed to the curb for collection with regular waste. The clear bags containing only diapers will not require bag tags for collection. Families will not have to coordinate with the Waste management Department for these exemptions.
 - h. Exemptions for families with member(s) who have medical conditions which require additional bags will not be required to purchase bag tags for additional bags containing medical waste. Families with a member(s) with a medical condition should contact the Waste Management Department to coordinate these exemptions.
- 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 22nd day of March, 2021.

Manon L. Levesque City Clerk



Document Title:	By-law 2021-031 Waste Management By-Law - 2021-11- IMW.docx
Attachments:	
Final Approval Date:	Mar 18, 2021

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

Carl Goodwin - Mar 18, 2021 - 10:16 AM

Bill de Wit - Mar 18, 2021 - 10:36 AM

Maureen Adams - Mar 18, 2021 - 10:44 AM



The Corporation of the City of Cornwall

Regular Meeting of Council

By-law 2021-032

Department:	Infrastructure and Municipal Works
Division:	Infrastructure Planning
By-law Number:	2021-032
Report Number:	2021-23-Infrastructure and Municipal Works
Meeting Date:	March 22, 2021
Subject:	A By-law to amend the Traffic & Parking By-law 069-89, Schedule XXIX, adding Community Safety Zones, Riverdale Avenue between Grant Avenue and Dorney Avenue

Whereas Riverdale Avenue between Grant Avenue and Dorney Avenue, is within a 'route to school' area, where the presence of children walking to and from schools is expected, around the proposed safety zone, and;

Whereas Council at its February 22, 2021, meeting endorsed the enactment of a 'Community Safety Zone' within the proposed area; and

Whereas Community Safety Zones nearby schools help with the enforcement and prevention of moving violations.



Now therefore 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; and Section 214.1 of the Highway Traffic Act., Section XXIX (Community Safety Zones) of the Traffic & Parking By-law No. 069-1989 is amended by adding thereto the following:

Column I	Column II	Column III
Highway	Between	Times, Days and Months
Riverdale Avenue	Grant Avenue and Dorney Avenue	Anytime

2. 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 22nd day of March, 2021.

Manon L. Levesque City Clerk



Document Title:	By-law 2021-032 Traffic Parking By-law, Community Safety Zones - 2021-23-IMW.docx
Attachments:	
Final Approval Date:	Mar 16, 2021

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

Michael Fawthrop - Mar 16, 2021 - 9:59 AM

Bill de Wit - Mar 16, 2021 - 12:16 PM

Maureen Adams - Mar 16, 2021 - 3:13 PM



The Corporation of the City of Cornwall Regular Meeting of Council By-law Explanatory Note

Department:	Infrastructure and Municipal Works
Division:	Infrastructure Planning
Report Number:	2021-25-Infrastructure and Municipal Works
Prepared By:	Enrique Kamm, Transportation Engineer
Meeting Date:	March 22, 2021
Subject:	Note - To amend the Traffic and Parking By-law 069-89, Schedule XXIX, Community Safety Zones, adding, Riverdale Avenue between Grant Avenue and Dorney Avenue

Purpose

To amend the Traffic and Parking By-law 069-89, Schedule XXIX, Community Safety Zones, adding Riverdale Avenue between Grant Avenue and Dorney Avenue.

Background / Discussion

Administration presented a report to Council at the February 22, 2021 meeting, recommending the enactment of a 'Community Safety Zone' within the proposed area in order to help address some traffic related concerns from residents of the area. Council endorsed the proposed safety zone.

Riverdale Avenue between Grant Avenue and Dorney Avenue, is within a 'route to school' area, where the presence of children walking to and from schools is expected, around the proposed safety zone.

Community Safety Zones, nearby schools and parks help with the enforcement and prevention of moving violations, particularly in areas where significant presence of children is expected.



Document Title:	Note - Amend Traffic and Parking By-law 069-89, Schedule XXIX - 2021-25-IMW.docx
Attachments:	- Riverdale_CommunitySafetyZone_withBorder.pdf
Final Approval Date:	Mar 16, 2021

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

Michael Fawthrop - Mar 16, 2021 - 1:14 PM

Bill de Wit - Mar 16, 2021 - 2:16 PM

Maureen Adams - Mar 16, 2021 - 3:33 PM





The Corporation of the City of Cornwall Regular Meeting of Council By-law 2021-033

Department:	Planning, Development and Recreation
Division:	Building and By-law
By-law Number:	2021-033
Report Number:	2021-48-Planning, Development and Recreation
Meeting Date:	March 22, 2021
Subject:	By-Law to Appoint James Morin as Deputy Chief Building Official

Whereas section 3 of the *Building Code Act, 1992* provides for the appointment of a Chief Building Official and Inspectors, and section 77 of the *Legislative Act, 2006* provides for the appointment of Deputies.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

- 1. That James Morin is hereby appointed as Deputy Chief Building Official, for The Corporation of the City of Cornwall.
- 2. That as directed by the Chief Building Official or when the Chief Building Official is absent, the Deputy Chief Building Official shall have all the powers and duties of the Chief Building Official. For the purposes of this section, "absent" includes when the Chief Building Official is on leave or unavailable for any reason, or when the office is vacant.



3. That this By-Law comes into force on the day it is passes, and remains in effect for the duration of James Morin's employment with The Corporation of the City of Cornwall.

Read, signed and sealed in open Council this 22nd day of March, 2021.

Manon L. Levesque City Clerk



Document Title:	By-Law 2021-xxx Appoint James Morin as Deputy Chief Building Official - 2021-48-Planning, Development and Recreation.docx
Attachments:	
Final Approval Date:	Mar 15, 2021

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

Mark A. Boileau - Mar 15, 2021 - 4:08 PM

Maureen Adams - Mar 15, 2021 - 5:05 PM



The Corporation of the City of Cornwall Regular Meeting of Council By-law Explanatory Note

Department:	Planning, Development and Recreation
Division:	Building and By-law
Report Number:	2021-49-Planning, Development and Recreation
Prepared By:	Charles Bray, Deputy Chief Building Official
Meeting Date:	March 22, 2021
Subject:	Appoint a Deputy Chief Building Official

Purpose

To appoint a Deputy Chief Building Official for the City of Cornwall for the administration and enforcement of the *Ontario Building Code*.

Background / Discussion

The *Building Code Act* requires that a municipality appoint a Chief Building Official to administer and enforce the *Ontario Building Code* within the municipality. As the Chief Building Official is a statutory position, a Deputy is appointed to ensure continuity of the office for when in incumbent is on leave.

Due to a recent resignation of the current Deputy Chief Building Official within the Building and By-Law Division, the City needs to appoint another qualified individual to fill this role.



Document Title:	Note - Appointment of a Deputy Chief Building Official - 2021-49-Planning, Development and Recreation.docx
Attachments:	
Final Approval Date:	Mar 15, 2021

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

Mark A. Boileau - Mar 15, 2021 - 4:12 PM

Maureen Adams - Mar 15, 2021 - 5:04 PM



The Corporation of the City of Cornwall Regular Meeting of Council By-law 2021-034

Department:	Planning, Development and Recreation
Division:	Building and By-law
By-law Number:	2021-034
Report Number:	2021-50-Planning, Development and Recreation
Meeting Date:	March 29, 2021
Subject:	By-Law to amend By-law 112-1998, the Animal Control By- Law for recovery of expenses

A by-law to amend Bylaw No. 112-1998 being a by-law of the Corporation of the City of Cornwall respecting municipal parklands, and relating to the licensing and regulating of dogs known as the Animal Control By-law.

Whereas subsection 11(3) of the *Municipal Act*, 2001, S.O. 2001 c. 25, authorizes municipalities to pass By-Laws respecting animals; and

Whereas subsection 8(3) of the *Municipal Act*, 2001, S.O. 2001 c. 25, provides that a By-Law passed under section 11 respecting a matter may:

- a) regulate or prohibit respecting the matter;
- b) require persons to do things respecting the matter; and
- c) provide for a system of licences respecting the matter;

Whereas section 20(5) of the *Animal for Research Act*, R.S.O. 1990, Chapter A.22 permits the operator of a Pound to return a dog to the person who owned it before it came into the operator's possession, subject to the payment of such damages, fines and expenses as required by law; and

Whereas the City of Cornwall intends to enter into an agreement with The Ontario Society for the Prevention of Cruelty to Animals to establish and operate a Pound on the City's behalf;



Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

- 1. That in section 7m) the words "Clean Yards" be removed and replaced with the words "Yard Maintenance";
- That section 9. a) ii) B) be repealed in its entirety and replaced with the following "The owner shall pay for any damages, fines and expenses to the Pound Operator or the City as the case may be, prior to the release of a dog to an owner"; and
- That in Schedule "A" the words "First Occurrence", "Second Occurrence", "Third Occurrence", "Maintenance fee of \$7/day is levied subsequent to the day of seizure" be removed and replaced with the words "Impound Fee: \$80.00/Dog", "Boarding Fee: \$25.00/Day" and "Additional Expenses: Cost + 15% Administrative Fee".

Read, signed, and sealed in open Council this 22nd day of March, 2021.

Manon L. Levesque City Clerk



Document Title:	By-Law 2021-xxx Amendment to the Animal Control By-Law to recover expenses - 2021-50-Planning, Development and Recreation.docx
Attachments:	
Final Approval Date:	Mar 15, 2021

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

Mark A. Boileau - Mar 15, 2021 - 4:14 PM

Maureen Adams - Mar 15, 2021 - 4:42 PM


The Corporation of the City of Cornwall Regular Meeting of Council By-law Explanatory Note

Department:	Planning, Development and Recreation
Division:	Building and By-law
Report Number:	2021-51-Planning, Development and Recreation
Prepared By:	Charles Bray, Deputy Chief Building Official
Meeting Date:	March 22, 2021
Subject:	Note - By-Law To amend the Animal Control By-Law to recover expenses

Purpose

This amendment to the Animal Control By-Law is to coincide with the proposed agreement with The Ontario Society for the Prevention to Cruelty to Animals (OSPCA). The OSPCA is proposing a clause in the agreement that the City absorb the cost to vaccinate dogs that are claimed by their owners during the redemption period. The proposed amendment will allow the City to recuperate these costs directly with the owner.

There is also one small housekeeping item being proposed, the Clean Yards By-Law reference should read Yard Maintenance By-Law. As the Yard Maintenance By-Law replaced the Clean Yards By-Law in 2013.

Background / Discussion

The City is currently renegotiating a previous agreement with the OSPCA to establish and operate a Pound on behalf of the City for purposes of holding stray dogs that have been captured within the City to allow an owner of a dog to claim their dog once brought to the Pound. Owners have three days to claim their dogs from the Pound, any dogs that remain unclaimed are subject to being put up for adoption by the OSPCA to be re-homed.



There may be a requirement in the future to vaccinate all dogs that are taken into the Pound against rabies. The cost to vaccinate all dogs against rabies will either be absorbed by the OSPCA or the City. When a dog remains unclaimed and is eventually put up for adoption by the OSPCA, the cost of the rabies vaccination will be included as part of the adoption fee by the OSPCA. However, if a dog is claimed during the three-day redemption period, the OSPCA will attempt to recover the cost from the owner of the dog. If they are unsuccessful the OSPCA will invoice the City for the cost of the rabies vaccination.

The City does not agree with this approach, however the OSPCA will not enter into an agreement without this clause in place. It is noted that there currently is not a requirement to vaccinate dogs against rabies, however in the future Public Health Ontario may mandate this requirement.

By amending the Animal Control By-Law this will allow the City to recuperate any cost from the OSPCA directly with the owner of the animal, prior to the animal being released.



Document Title:	Note - Amendment the Animal Control By-Law to recover expenses - 2021-51-Planning, Development and Recreation.docx
Attachments:	
Final Approval Date:	Mar 15, 2021

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

Mark A. Boileau - Mar 15, 2021 - 4:17 PM

Maureen Adams - Mar 15, 2021 - 4:40 PM



The Corporation of the City of Cornwall Regular Meeting of Council By-law 2021-035

Department:	Planning, Development and Recreation
Division:	Building and By-law
By-law Number:	2021-035
Report Number:	2021-19-Planning, Development and Recreation
Meeting Date:	March 22, 2021
Subject:	By-law - OSPCA Agreement

Whereas the Animal Control By-Law requires the City to establish a Pound in compliance with the *Animal for Research Act, R.S.O. 1990, Chapter A.22*, and any regulations made thereunder, in each case as may be amended from time to time; and

Whereas the City previously had an agreement with the Ontario Society for Prevention to Cruelty to Animals (OSPCA) that expired on December 31, 2020, for Pound Services; and

Whereas OSPCA has agreed to provide certain services to the City in relation to the establishment and operation of the City's Pound and other ancillary services; and

Whereas Council deems it desirable to enter into an agreement with the OSPCA.



Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

- The Council of The Corporation of the City of Cornwall enter into an agreement with the Ontario Society for Prevention to Cruelty to Animals (OSPCA) to provide Pound Services pursuant to the Animal Control By-Law; and
- 2. That the Mayor and Clerk be hereby authorized to execute all documentation necessary to effectively complete this agreement.

Read, signed, and sealed in open Council this 22nd day of March, 2021.

Manon L. Levesque City Clerk Bernadette Clement Mayor



Document Title:	By-law 2021-011 OSPCA Agreement - 2021-19-Planning, Development and Recreation.docx
Attachments:	- Draft - Pound Agreement 2021 OSPCA.pdf
Final Approval Date:	Jan 21, 2021

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

Mark A. Boileau - Jan 20, 2021 - 1:10 PM

Tracey Bailey - Jan 20, 2021 - 7:39 PM

Maureen Adams - Jan 21, 2021 - 10:22 AM



The Corporation of the City of Cornwall Regular Meeting of Council By-law 2021-036

Department:	Fire Services
By-law Number:	2021-036
Report Number:	2021-01-Fire Services
Meeting Date:	March 22, 2021
Subject:	A By-law to appoint Matthew Stephenson as Deputy Fire Chief and to repeal By-law 2019-035

Whereas Part II, Section 6 (6) of the *Fire Protection and Prevention Act, 1997*states that a Fire Chief may delegate his or her powers or duties as may be prescribed to any firefighter or class of firefighters, subject to such limitations, restrictions or conditions as may be prescribed or set out in the delegation; and

Whereas the Municipal Council of The Corporation of the City of Cornwall enacted By-law 184-1949 to establish a Fire Department.

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

- 1. That Matthew Stephenson be and is hereby appointed as Deputy Fire Chief for The Corporation of the City of Cornwall effective April 6, 2021; and
- 2. That the Deputy Fire Chief shall be charged with the powers or duties as may be prescribed subject to such limitations, restrictions or conditions as may be prescribed or set out in the delegation; and
- 3. That By-law 2019-035 be and is hereby repealed.

Read, signed and sealed in open Council this 22nd day of March, 2021.



Document Title:	By-law 2021-036 Appoint Matthew Stephenson - Deputy Fire Chief - 2021-01-Fire Services.docx
Attachments:	
Final Approval Date:	Mar 18, 2021

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

Geoffrey Clarke - Mar 17, 2021 - 11:45 AM

Jeff Weber - Mar 17, 2021 - 1:56 PM

Tracey Bailey - Mar 17, 2021 - 5:20 PM

Maureen Adams - Mar 18, 2021 - 7:50 AM



The Corporation of the City of Cornwall Regular Meeting of Council Notice of Motion

Department:	Corporate Services
Division:	Clerk's Division
Report Number:	2021-10-Council Members
Meeting Date:	March 22, 2021
Subject:	Mission Statement

Proposed by: Councillor Elaine MacDonald

Seconded by: Councillor Syd Gardiner

Whereas, currently, our Strategic Plan mission statement is "To provide services that enable a financially and environmentally sustainable community which will care and provide for the needs and values of its residents".

Whereas the goal of all we do is a sustainable community; and

Whereas, universally, sustainability has been acknowledged as resting on the three pillars of the environment, economy and society. Sometimes called the "triple bottom line" a balance among the policies affecting the environment, the people and the economy is recognized as the formula for sustainability.

Therefore, given that sustainability is our goal, let us add the word socially to financially and environmentally in the expression of the Mission Statement in our Strategic Plan. The Mission Statement would then read "To provide services that enable a financially, socially and environmentally sustainable community which will care and provide for the needs and values of its residents".

The addition of this word does not imply a change in direction or emphasis, or tasks as outlined in the Strategic Plan but it makes a clear acknowledgement of the importance of people in all we do.



The Corporation of the City of Cornwall Regular Meeting of Council Confirming By-law 2021-037

Department:	Corporate Services
Division:	Clerk's Division
By-law Number:	2021-037
Report Number	2021-27-Corporate Services
Meeting Date:	March 22, 2021
Subject:	Confirming By-law for the Meeting of March 22, 2021

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, March 22, 2021.

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) Regular Public Meeting of Council #2021-07 of Monday, February 22, 2021

(ii) Special Public Meeting of Council #2021-08 of Monday, March 8, 2021

(iii) Special Public Meeting of Council #2021-09 of Monday, March 15, 2021

(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 #2021-04 of Monday, February 22, 2021

(c) That the actions of the Council at its meetings held on Monday, March 22, 2021, 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 Bylaw 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 22nd day of March, 2021.

Manon L. Levesque City Clerk

Bernadette Clement Mayor



Document Title:	Confirming By-law for the Meeting of March 22, 2021 - 2021- 27-Corporate Services.docx
Attachments:	
Final Approval Date:	Mar 17, 2021

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

Geoffrey Clarke - Mar 17, 2021 - 2:06 PM

Maureen Adams - Mar 17, 2021 - 3:49 PM