

Agenda  
Cornwall City Council

**Meeting #:** 2021-30  
**Date:** October 25, 2021, 7:00 PM  
**Location:** Cornwall Civic Complex, 100 Water Street East, Cornwall, Ontario, K6H 6G4, Salon B, Lower Level  
**Chair:** Glen G. Grant, Mayor  
**Prepared By:** Debbie Caskenette, Deputy Clerk

---

Pages

**In-Camera Session / Rise and Report from the In-Camera Meeting of  
Monday, October 25, 2021**

There is no In-Camera Session for Monday, October 25, 2021.

**Moment of Personal Reflection**

Réflexion personnelle

**National Anthem**

Hymne national

The Acting Mayor for this month is Councillor Carilyne Hébert.

**Opening**

Ouverture

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

**Roll Call**

Appel nominal

**Additions, Deletions or Amendments**

Ajouts, retraites ou modifications

All matters listed under General Consent, save and except "Delegations" are considered to be routine and will be enacted by one motion. Should a Council Member wish an alternative action from the proposed

recommendation, the Council Member shall request that this matter be moved to “Communications” at this time.

## **Adoption of Agenda**

Ratification de l'Ordre du jour

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

## **Disclosures of Interest**

Déclarations d'intérêts pécuniaires

## **Committee of the Whole**

Séance de commission étendue à la chambre entire

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

## **Adoption of Minutes**

1

Ratification des procès-verbaux

The following Minutes are being presented for adoption:

Tuesday, October 12, 2021

## **Presentations**

Présentations

## **Delegations**

Délégations

## **Consent Reports**

Rapports sur le consentement

### **1. Proclamation – Dress Purple Day, 2021-133-Corporate Services**

8

Action Recommended

That Council proclaim October 27, 2021, as “Dress Purple Day” in the City of Cornwall.

### **2. CPPEG October 116 Pitt Street, 8 Second Street East, 71 and 26**

15

## **Ninth Street West, 2021-157-Planning, Development and Recreation**

### **Action Recommended**

That Council approve the following items:

- a. 116 Pitt St. Inc at 116 Pitt Street for HOTC funding under: Program 2 Building Restoration and Improvement in the amount of \$30,000.

Program 3 Project Design Grant in the amount of \$1,000.

Program 4 Façade Improvement Grant in the amount of \$10,000.

Program 5 Municipal Planning/Development Fees Grant based on actual costs for the permit.

Program 6 Discretionary Municipal Tipping Fees Grant based on 50% of actual weigh bill receipts.

- b. 8587248 Canada Inc at 8 Second Street East for HOTC funding under:

Program 2 Building Restoration and Improvement in the amount of \$1,350 as a forgivable loan.

Program 5 Municipal Planning/Development Fees Grant based on actual costs for the permit.

Program 6 Discretionary Municipal Tipping Fees Grant based on 50% of actual weigh bill receipts.

- c. Lingeswaran Somasundaram In Trust at 71 Ninth Street West for Brownfield funding under:

Program 2 Environmental Site Assessment (ESA) Grant in the amount of \$15,000

- d. Lingeswaran Somasundaram In Trust at 26 Ninth Street West for Brownfield funding under:

Program 2 Environmental Site Assessment (ESA) Grant in the amount of \$15,000

### **3. Tender 21-T31 Snow Clearing and Ice Control – Housing Services Division, 2021-91-Financial Services**

19

### **Action Recommended**

That Tender 21-T31 be awarded to H. Moise Jr. Trucking, from Cornwall, Ontario, at the total bid price of \$9,898.80 per occurrence

(net cost to the Corporation - \$8,914.17 per occurrence) being the best bid meeting the tender specifications.

**4. RFP Terms of Reference for 21-P09 New Transit Fare System, 2021-92-Financial Services** 22

Action Recommended

That Council receive Report 2021-92 Financial Services.

**5. RFP Terms of Reference for 21-P14 Archaeological Management Plan, 2021-93-Financial Services** 31

Action Recommended

That Council receive Report 2021-93-Financial Services.

**Resolutions**

**Résolutions**

**1. Removal of Testing Requirements for Canadians for US Land Border, 2021-136-Corporate Services** 39

Whereas the communities of Cornwall and Massena, New York enjoy a close longstanding history that goes back centuries and includes many ties of friendship and family across the world's longest undefended border; and

Whereas the nations of Canada and the United States enjoy bonds and alliances that include a shared history, supporting one another through challenging times, world wars, and the aftermath of 9/11, both here at home when hosting stranded American air travelers in September 2001, and abroad during the shared mission to Afghanistan that cost many Canadian lives; and

Whereas Canadian citizens have endured necessary hardships during the Covid-19 pandemic that have included extra difficulties locally due to the unprecedented extended closure of the land border between Canada and the United States; and

Whereas many local citizens have strong ties of friendship and family in the United States, thanks to the aforementioned history that has seen us look across the St. Lawrence River for over two hundred years at neighbours, not at the shores of a foreign nation; and

Whereas the United States government will be opening the land borders to Canadian travelers as of November 8, 2021, following the opening of our border to American travelers as of August 9,

2021; and

Whereas the Canadian government is continuing to insist that Canadian travelers to the United States pay for a costly and difficult to source molecular Covid-19 test in order to return home after crossing the land border; and

Whereas this test will make travel into the United States from Canada prohibitive due to its high cost and availability, especially for day travelers who make up the vast majority of local visitors using the Seaway International Bridge and the majority of all land travelers crossing between Canada and the United States; and

Whereas air travelers traveling between the United States and Canada are still allowed use of the much cheaper, more readily available antigen Covid-19 rapid test.

Therefore be it resolved that the Corporation of the City of Cornwall requests that the federal government remove the requirement for Canadian travelers to be tested for Covid-19 when using a land crossing into the United States after the November 8, 2021 reopening; and

That copies of this resolution be sent to the Right Honourable Justin Trudeau, Prime Minister of Canada; the Honourable Bill Blair, Minister of Public Safety and Emergency Preparedness; Eric Duncan, MP for Stormont, Dundas and South Glengarry; the Honourable Doug Ford, Premier of Ontario; Jim McDonell, MPP for Stormont, Dundas and South Glengarry; the members of the Ontario Border Mayors' Committee (City of Cornwall, Town of Fort Erie, Town of Fort Frances, Town of Gananoque, Township of Leeds and the Thousand Islands, City of Niagara Falls, Town of Niagara on the Lake, Village of Point Edward, Town of Rainy River, City of Sarnia, City of Sault Ste Marie, City of Windsor); Senator Chuck Schumer, New York; Senator Kristen Gillibrand, New York; Representative Elise Stefanik, 21st Congressional District (Northern New York); Representative Brian Higgins, 26th Congressional District (Western New York); New York State Senator Patty Ritchie, 48th District (Northern New York), and the City of Massena, New York.

## **Reports from Unfinished Business and Unfinished Business Listing**

Rapports des affaires incomplètes

The Unfinished Business Listing for Monday, October 25, 2021, is being presented to Council to receive.

### **1. Unfinished Business Listing for October 25, 2021, 2021-135-**

## **Corporate Services**

Action Recommended

That Council receive the Unfinished Business Listing for October 25, 2021.

## **Communication Reports**

Communications et rapports

## **New Business Motions**

Nouvelles affaires

## **By-laws**

Règlements municipaux

By-laws 2021-118 to 2021-121 inclusive, listed on the Agenda, are being presented to Council for adoption.

- |    |   |           |
|----|---|-----------|
| 1. | <b>By-law 2021-118 HOTC 116 Pitt Street and 8 Second Street East Program 2, 2021-158-Planning, Development and Recreation, 2021-159-Planning, Development and Recreation</b>                      | <b>46</b> |
| 2. | <b>By-law 2021-119 Renaissance Housing Rehabilitation Program 149 St. Felix Street, 2021-160-Planning, Development and Recreation, 2021-161-Planning, Development and Recreation</b>              | <b>51</b> |
| 3. | <b>By-Law 2021-120 To Amend Sections of Traffic and Parking By-law - Parking Permit And Fee Schedule , 2021-89-Infrastructure and Municipal Works, 2021-90-Infrastructure and Municipal Works</b> | <b>55</b> |

## **Reports from Standing, Advisory, Special and Ad Hoc Committees of Council**

Rapports des comités permanents, consultatifs, spéciaux et ad hoc

## **Notices of Motion**

Avis de motion

## **Confirming By-law**

Règlement municipal de ratification

By-law 2021-122, 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, October 25, 2021, is being presented to Council for adoption.

1. **Confirming By-law for the Meeting of October 25, 2021, 2021-134-Corporate Services**

61

**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, November 8, 2021.



**Minutes**  
**Cornwall City Council**

Meeting #: 2021-29  
Date: Tuesday, October 12, 2021, 7:00 PM  
Location: Cornwall Civic Complex, 100 Water Street East, Cornwall,  
Ontario, K6H 6G4, Salon B, Lower Level  
Chair: Glen G. Grant, Mayor  
Prepared By: Debbie Caskenette, Deputy Clerk

---

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

Attendance Administration: Maureen Adams, CAO, Manon L. Levesque, City Clerk, , Debbie Caskenette, Deputy Clerk, Geoffrey Clarke, General Manager, Corporate Services, Mark A. Boileau, General Manager, Planning, Development and Recreation, Tracey Bailey, General Manager, Financial Services, Mellissa Morgan, Administrator, Social and Housing Services, Emma Meldrum, Public Information Coordinator, Katherine Wells, Strategic Planning Coordinator

**1. In-Camera Session / Rise and Report from the In-Camera Meeting of Tuesday, October 12, 2021**

There was no In-Camera session for Tuesday, October 12, 2021.

**2. Moment of Personal Reflection**

**3. National Anthem**

The Acting Mayor for this month is Councillor Carilyne Hebert.

**4. Opening**

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

**5. Roll Call**

**6. Additions, Deletions or Amendments**

1. Consent Item #13.5, Third Quarter Non-Competitive Procurement Report 2021, was moved to Communication Reports as Item #16.3 for discussion.

2. A revised Agenda was published due to changes in wording in Resolution 2021-17, Cornwall Regional Airport Commission.

**7. Adoption of Agenda**

Moved By: Maurice Dupelle, Councillor

Seconded By: Todd Bennett, Councillor

Motion to adopt the Agenda as amended.

Motion Carried

**8. Disclosures of Interest**

Councillor Carilyne Hébert disclosed that the Social Development Council (her employer) is involved in two of the projects mentioned as ongoing initiatives outlined in Pillar 2 - Attracting, Enhancing Workforce that Meets Demands of Local Employers of the Strategic Planning Update.

**9. Committee of the Whole**

Moved By: Todd Bennett, Councillor

Seconded By: Justin Towndale, Councillor

Motion to go into the Committee of the Whole.

Motion Carried

**10. Adoption of Minutes**

Moved By: Elaine MacDonald, Councillor

Seconded By: Syd Gardiner, Councillor

Motion to adopt the Minutes of September 21, 2021, and September 27, 2021, as presented.

Motion Carried

**11. Presentations**

There were no Presentations.

**12. Delegations**

There were no Delegations.

**13. Consent Reports**

Moved By: Claude E. McIntosh, Councillor

Seconded By: Todd Bennett, Councillor

Motion to approve the Consent Items as listed on the Agenda.

Motion Carried

**1. Proclamation – Annual Child Care Worker and Early Childhood Educator Appreciation Day, 2021-100-Corporate Services**

Motion to proclaim October 21, 2021, as “Annual Child Care Worker and Early Childhood Educator Appreciation Day” in the City of Cornwall.

**2. Proclamation – Pregnancy and Infant Loss Awareness Day, 2021-124-Corporate Services**

Motion to proclaim Friday, October 15, 2021, as "Pregnancy and Infant Loss Awareness Day" in the City of Cornwall.

**3. Proclamation – World Polio Day, 2021-125-Corporate Services**

Motion to proclaim October 24, 2021, as "World Polio Day" in the City of Cornwall and approve the End Polio Flag to be flown at 340 Pitt Street from Monday, October 18 to Sunday, October 24, 2021.

**4. 2021 Poppy Campaign – Royal Canadian Legion, 2021-130-Corporate Services**

Motion to approve the Royal Canadian Legion's request to hold its annual Poppy Drive the weekends of October 29 to 31, 2021, November 4 to 7 and November 10, 2021 in the City of Cornwall and to allow its flag to be flown at 340 Pitt Street on Friday, October 29, 2021.

**5. Third Quarter Non-Competitive Procurement Report 2021, 2021-90-Financial Services**

This item was moved to Communication Reports as Item #16.3 for discussion.

**14. Resolutions**

**1. Resolution 2021-17 Cornwall Regional Airport Commission, 2021-28-CAO**

Moved By: Denis Carr, Councillor

Seconded By: Todd Bennett, Councillor

Motion to notify the Township of South Glengarry that the City of Cornwall plans to terminate the Agreement for the Cornwall Regional Airport.

A recorded vote on the Motion resulted as follows:

	<b>For</b>	<b>Against</b>	<b>Abstain</b>
Claude E. McIntosh, Councillor	X		
Elaine MacDonald, Councillor	X		
Syd Gardiner, Councillor	X		
Dean Hollingsworth, Councillor		X	
Carilyne Hébert, Councillor	X		
Maurice Dupelle, Councillor	X		
Glen Grant, Mayor	X		
Todd Bennett, Councillor	X		
Justin Towndale, Councillor		X	
Eric Bergeron, Councillor		X	
Denis Carr, Councillor	X		
<b>Results</b>	<b>8</b>	<b>3</b>	<b>0</b>

Motion Carried (8 to 3)

## **15. Reports from Unfinished Business and Unfinished Business Listing**

### **1. Unfinished Business Listing for October 12, 2021, 2021-132- Corporate Services**

Moved By: Maurice Dupelle, Councillor

Seconded By: Justin Towndale, Councillor

Motion to receive the Unfinished Business Listing for October 12, 2021.

Motion Carried

**16. Communication Reports**

**1. Strategic Priorities Update, 2021-21-CAO**

Moved By: Syd Gardiner, Councillor

Seconded By: Todd Bennett, Councillor

Motion to receive Report 2021-21 CAO.

Motion Carried

**2. Mayor's Task Force on Housing Update, 2021-22-CAO**

Moved By: Syd Gardiner, Councillor

Seconded By: Dean Hollingsworth, Councillor

Motion to receive Report 2021-22-CAO.

Motion Carried

**3. Third Quarter Non-Competitive Procurement Report 2021, 2021-90-Financial Services**

This item was moved from Consent Item #13.5 for discussion.

Moved By: Justin Towndale, Councillor

Seconded By: Todd Bennett, Councillor

Motion to receive the Third Quarter Non-Competitive Procurement Report for the period ending September 30, 2021.

Motion Carried

**17. New Business Motions**

There were no New Business Motions.

**18. By-laws**

There were no By-laws presented to Council for adoption.

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

1. Councillor Syd Gardiner, on behalf of Council, congratulated Dr. Paul Roumeliotis on winning the Outstanding Community Builder Award from the United Way East.

**20. Notices of Motion**

There were no Notices of Motion.

**21. Confirming By-law**

**1. Confirming By-law for the Meeting of October 12, 2021, 2021-131-Corporate Services**

Moved By: Carilyne Hébert, Councillor

Seconded By: Maurice Dupelle, Councillor

Motion to adopt the Confirming By-law for the Meeting of October 12, 2021.

Motion Carried

**22. Adjournment and Next Regular Meeting of Council**

The next Regular Public Meeting of Council will be held on Monday, October 25, 2021.

Moved By: Elaine MacDonald, Councillor

Seconded By: Eric Bergeron, Councillor

Motion to adjourn the Regular Meeting of Council of Tuesday, October 12, 2021, at 7:30 p.m.

Motion Carried

---

Manon L. Levesque, City Clerk

---

Glen G. Grant, Mayor

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

Department: Corporate Services  
Division: Clerk's Division  
Report Number: 2021-133-Corporate Services  
Prepared By: Debbie Caskenette, Deputy Clerk  
Meeting Date: October 25, 2021  
Subject: Proclamation – Dress Purple Day

**Purpose**

To proclaim October 27, 2021, as "Dress Purple Day" in the City of Cornwall.

**Recommendation**

That Council proclaim October 27, 2021, as "Dress Purple Day" in the City of Cornwall.

**Background / Discussion**

Every October, Children's Aid Societies across Ontario raise awareness about the important role that individuals and communities play in supporting vulnerable children, youth, and families through the provincial Dress Purple Day campaign.

This year, the Association of Municipalities of Ontario is supporting the Ontario Association of Children's Aid Society (OACAS) and the campaign, to show that municipalities are integral to the safety and well-being of our province's children, youth, and families.

The lights of the fountains at 340 Pitt Street and the Cenotaph will be colored purple to show commitment to this very important campaign. October 27, 2021 will be "Dress Purple Day" in the City and Council invites City staff and residents to dress in purple in order to share the message that help is available and no one is ever alone.

Document Title:	Proclamation - Dress Purple Day - 2021-133-Corporate Services.docx
Attachments:	<ul style="list-style-type: none"> <li>- FW_ Join us for Dress Purple Day 2021 on October 27!.pdf</li> <li>- Ontario Dress Purple Day and Child Youth Safety and Wellbeing Proclamation.pdf</li> </ul>
Final Approval Date:	Oct 19, 2021

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

**Manon L. Levesque - Oct 19, 2021 - 1:34 PM**

**Geoffrey Clarke - Oct 19, 2021 - 3:23 PM**

**Maureen Adams - Oct 19, 2021 - 4:41 PM**

AMO Update not displaying correctly? [View the online version](#)  
Add Communicate@amo.on.ca to your safe list



September 28, 2021

## Join us for Dress Purple Day 2021 on October 27!

Every October, Children's Aid Societies across Ontario raise awareness about the important role that individuals and communities play in supporting vulnerable children, youth, and families through the provincial [Dress Purple Day](#) campaign.

This year, the Association of Municipalities of Ontario is supporting the Ontario Association of Children's Aid Society (OACAS) and the campaign, to show that municipalities are integral to the safety and well-being of our province's children, youth, and families.

Join us on October 27, 2021!

### How to Get Involved

- **Make a video** using the [video toolkit](#) and [sample script](#) telling your constituents how you and your municipality support the children, youth, and families in your community. Share your video with OACAS to be uploaded to their [YouTube channel](#), and then share it broadly on social media on October 27. Check out their [2020 playlist](#) for some inspiration!
- **Participate on social media throughout October.** Participate on social media throughout the month of October 1 using the social media messages in the [toolkit](#) and include the hashtag #IDressPurpleBecause. Encourage your partners, stakeholders, and community to get involved too!
- **Dress purple on October 27** and share your photo on social media. Use the hashtag #IDressPurpleBecause or #DressPurpleDay2021.
- **Visit the OACAS's [Dress Purple Day webpage](#)** for more information about the campaign and other ways you can participate, like sharing their [brochure](#) and [video](#) to better understand child welfare, updating your social media profile pictures using their [Twibbon campaign filter](#), or [contacting your local Children's Aid Society](#) and/or Indigenous Child and Family Well-Being Agency to learn more about the important work they do in your community.

We encourage members to consider participating in this year's Dress Purple Day campaign in some way or another. We know that Ontario families have continued to

face additional stressors this year. We want all children, youth, and families across our province to know that help is available no matter the challenge they are facing. If you have any questions about the campaign and how you can get involved, contact campaign lead Brynn Clarke at [bclarke@oacas.org](mailto:bclarke@oacas.org).

Thank you for your consideration.

### **Additional Campaign Resources**

[Dress Purple Day - Social Media Sample Posts - Public - 2021](#)

[Community Partner Engagement Toolkit - 2021 Dress Purple Day](#)

---

\*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.



Please consider the environment  
before printing this.

Association of Municipalities of Ontario  
200 University Ave. Suite 801, Toronto ON Canada M5H 3C6

Wish to Adjust your AMO Communication Preferences ? [Click Here](#)





**The Children's Aid Society**  
**La Société de l'aide à l'enfance**  
of the United Counties of | des Comtés unis de  
**Stormont, Dundas & Glengarry**

October 1, 2021

Mayor Glen Grant  
City of Cornwall  
360 Pitt Street  
Cornwall, ON K6J 3P9

Dear Mr. Grant,

Every October Children's Aid Societies across the province raise awareness about the role that adults and communities play in supporting vulnerable children, youth, and families. Dress purple day focus' on raising awareness about the important role that individuals and community play in supporting vulnerable children, youth and families.

The awareness campaign brings attention to our community to remind everyone to speak up for children and youth's right to safety and well-being in all spaces. The campaign also promotes that children and youth know of their right to physical, emotional and cultural safety and to speak to an adult if they are worried.

***This year Ontario Dress Purple Day will take place on Tuesday, October 27, 2020.***

The Children's Aid Society of S. D. & G. wishes to highlight the month of October in order to bring greater awareness in our communities. One way that the City of Cornwall can help support this important campaign is to help paint our town **purple**. We are making a formal request to the City to have any spaces in the City of Cornwall lit up **purple** for the month of October to show your commitment and support to this very important campaign. During the month of October, we will also be promoting our "**Dress Purple Day**" on October 27<sup>th</sup>. We invite you and the staff at the City to **dress purple to unite in keeping kids safe**. You will be in good company with the rest of Ontario as the campaign is now province wide. Please feel free to include any communication regarding this campaign on your internal Info Site, Calendars or Facebook page.

On behalf of the Children's Aid Society of the United Counties of Stormont, Dundas and Glengarry, I would like to request your support for our campaign through an official proclamation recognizing

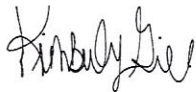
.../2

**We are here to help.  
On est ici pour aider.**

**October as Child and Youth Safety and Well-Being Month.** I have attached a template proclamation for your review.

Thank you in advance for your support and kind attention to this matter.

Sincerely,



Kimberly Gill  
Privacy, Quality and Community Manager  
613-937-2549  
kimberly.gill@cwcas.ca

## **CHILD AND YOUTH SAFETY AND WELL-BEING PROCLAMATION**

Whereas, The Children's Aid Society of the United Counties of Stormont, Dundas & Glengarry is mandated to protect every child and youth and their right to safety and well-being, the Society invites all citizens to join in a collective effort to help protect our children; and

Whereas, it is a community problem and finding solutions depends on involvement among people throughout the community; and

Whereas, the effects are felt by whole communities, and need to be addressed by the entire community; and

Whereas, effective awareness prevention programs succeed because of partnerships created among social service agencies, schools, religious and civic organizations, law enforcement agencies, and the business community; and

Whereas, all citizens should become more aware of the negative effects on our children and youth when safety and well-being is compromised its prevention lies within the community, and become involved in supporting parents to raise their children in a safe, nurturing environment; and

Now Therefore Be It Resolve That, I, Glen Grant, Mayor of the City of Cornwall, do hereby proclaim October 2021 as "*Child and Youth Safety and Well-Being Month*" in the City of Cornwall and call upon all citizens, community agencies, religious organizations, medical facilities, and businesses to increase their participation in our efforts to protect children and youth, thereby strengthening the community in which we live.

---

Mayor Glen Grant

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

Department: Planning, Development and Recreation  
Division: Planning  
Report Number: 2021-157-Planning, Development and Recreation  
Prepared By: Dana McLean, Development Coordinator  
Meeting Date: October 25, 2021  
Subject: CPPEG October 116 Pitt Street, 8 Second Street East, 71 and  
26 Ninth Street West

**Purpose**

To approve the four (4) hereafter mentioned items under the Heart of the City and Brownfields Community Improvement Plans recommended for approval at the October CPPEG meeting.

Addendum applications for HOTC# 2021-10 116 Pitt Street and HOTC#2006-16 8 Second St E and Brownfield applications BR#2021-02 71 Ninth St W and BR#2021-03 26 Ninth St W.

**Recommendation**

That Council approve the following items:

- a. 116 Pitt St. Inc at 116 Pitt Street for HOTC funding under:  
Program 2 Building Restoration and Improvement in the amount of \$30,000.  
Program 3 Project Design Grant in the amount of \$1,000.  
Program 4 Façade Improvement Grant in the amount of \$10,000.  
Program 5 Municipal Planning/Development Fees Grant based on actual costs for the permit.  
Program 6 Discretionary Municipal Tipping Fees Grant based on 50% of actual weigh bill receipts.

- b. 8587248 Canada Inc at 8 Second Street East for HOTC funding under:  
Program 2 Building Restoration and Improvement in the amount of \$1,350 as a forgivable loan.  
Program 5 Municipal Planning/Development Fees Grant based on actual costs for the permit.  
Program 6 Discretionary Municipal Tipping Fees Grant based on 50% of actual weigh bill receipts.
- c. Lingeswaran Somasundaram In Trust at 71 Ninth Street West for Brownfield funding under:  
Program 2 Environmental Site Assessment (ESA) Grant in the amount of \$15,000
- d. Lingeswaran Somasundaram In Trust at 26 Ninth Street West for Brownfield funding under:  
Program 2 Environmental Site Assessment (ESA) Grant in the amount of \$15,000

### **Financial Implications**

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

### **Strategic Priority Implications**

The City's Community Improvement Plan (CIP) programs support local property owners looking to redevelop their properties. We are seeing new businesses move to Cornwall, the continuing efforts of original applicants to finish upgrading of the façade and a change of use and possible new development after an environmental investigation through the Brownfields programs.

116 Pitt St is the new location for the Carrots~N~Dates restaurant, a new business to Cornwall with their original location in Windsor, applying for the funding for renovations.

The owners at 8 Second Street East are continuing with the renovations of the facade and accessing the remaining portion of the grant from their original application in 2006.



The Brownfields applications for 71 and 26 Ninth Street West (Olympia Bowl), as there is historical data indicating possibility of storage of electrical equipment that may have resulted in contamination in the southern portion of the parking area.

### **Background / Discussion**

The CPPEG meeting held was October 6th and there was no PAC meeting for the month of October, and due to construction scheduling was forwarded directly to Council.

Document Title:	CPPEG October 116 Pitt 8 Second St E 71 and 26 Ninth St W - 2021-157-PDR.docx
Attachments:	
Final Approval Date:	Oct 19, 2021

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

**Mary Joyce-Smith - Oct 12, 2021 - 3:54 PM**

**Mark A. Boileau - Oct 12, 2021 - 7:31 PM**

**Maureen Adams - Oct 19, 2021 - 4:52 PM**



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

Department: Financial Services  
Division: Purchasing  
Report Number: 2021-91-Financial Services  
Prepared By: Wendy Johnsen, Buyer  
Meeting Date: October 25, 2021  
Subject: Tender 21-T31 Snow Clearing and Ice Control – Housing Services Division

**Purpose**

To obtain costing to perform snow clearing and ice control, on a per occurrence basis, for Cornwall S.D. & G. Human Services Department - Housing Services Division (formerly known as Cornwall & Area Housing Corporation) sites for one winter season 2021/2022, with the option to renew for one additional year.

**Recommendation**

That Tender 21-T31 be awarded to H. Moise Jr. Trucking, from Cornwall, Ontario, at the total bid price of \$9,898.80 per occurrence (net cost to the Corporation - \$8,914.17 per occurrence) being the best bid meeting the tender specifications.

**Financial Implications**

The Corporation had budgeted \$199,600 in the 2021/2022 Budget.

**Strategic Priority Implications**

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

## **Background / Discussion**

This Tender is for the supply of all labour, material and equipment necessary to perform snow clearing and ice control for Cornwall S.D. & G. Human Services Department - Housing Services Division sites for one winter season 2021/2022, in accordance with the terms, conditions and specifications of the locations listed in the tender document. The services will be required from approximately November 1, 2021 through to and including April 30, 2022, with the option to renew for one additional year.

The Corporation reserves the right to initiate the services covered under this agreement before November 1 and/or extend them beyond April 30, each year, if either situation is deemed necessary at the tendered rates. Additionally, the Corporation has the right to delay service start date or initiate early completion of services due to anticipated lack of snow events.

The following tenders were received and opened by Purchasing Services on October 18, 2021:

### **H. Moise Jr. Trucking, Cornwall, Ontario**

Bid Price:	\$8,760.00
HST:	\$1,138.80
Total Bid Price:	\$9,898.80

### **C & D Excavating Inc., St. Andrews West, Ontario**

Bid Price:	\$9,215.00
HST:	\$1,197.95
Total Bid Price:	\$10,412.95

Bid received from Truserve Groundscare Inc. was deemed non-compliant for failing to meet mandatory requirements / tender specifications.

Document Title:	Tender 21-T31 Snow Clearing and Ice Control – Housing Services Division - 2021-91-Financial Services.docx
Attachments:	
Final Approval Date:	Oct 21, 2021

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

**Nicole Robertson - Oct 19, 2021 - 4:20 PM**

**Mellissa Morgan - Oct 20, 2021 - 6:50 PM**

**Tracey Bailey - Oct 21, 2021 - 7:01 AM**

**Maureen Adams - Oct 21, 2021 - 10:59 AM**

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

Department: Financial Services  
Division: Purchasing  
Report Number: 2021-92-Financial Services  
Prepared By: Nicole Robertson, Supervisor, Purchasing  
Meeting Date: October 25, 2021  
Subject: RFP Terms of Reference for 21-P09 New Transit Fare System

**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 an 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 2021-92 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-P09 invites Proposals from qualified suppliers of a fare collection solution that will satisfy the requirements set forth in this RFP. The successful proponent will furnish necessary hardware and software and perform all installations, testing, training, repairs, technical support, and other services necessary for the timely and satisfactory completion of the implementation of the Fare Collection System. While continuing to accept the current forms of payment, the Fare Collection System will accept other commonly used payment media including debit, traditional credit cards and mobile devices. The system should include features designed to support a safer onboard environment during the outbreak of communicable disease. Example of such features include contactless fare processing.

### *Background*

Cornwall Transit operates 25 buses which provided over 850,000 rides in 2019. Ridership includes high percentage of membership-based programs which are managed as groups e.g.: (Seniors, Adults, Students). The current fareboxes were installed in 2020 and fare payments options at the moment includes cash and bar-coded paper transfers

The objective of this RFP is to acquire a supplier of a fare collection solution that will satisfy the requirements set forth in this RFP. The successful Proponent will furnish necessary hardware and software and perform all installations, testing, training, repairs, technical support, and other services necessary for the timely and satisfactory completion of the implementation of the Fare Collection System. While continuing to accept the current forms of payment, the Fare Collection System will accept other commonly used payment media including debit, traditional credit cards and mobile devices. The system should include features designed to support a safer onboard environment during the outbreak of communicable disease. Example of such features include contactless fare processing.

The approximate timetable for the RFP is as follows

<b>Item</b>	<b>Date</b>
Issue of RFP	October 27, 2021
Deadline for Questions	November 9, 2021
Deadline for Submission	November 23, 2021
Interview and Demonstration	week of December 13, 2021
Award of RFP	January 10, 2022
Project Commencement	January 17, 2022
Project Completion	January, 2023

Appendix A – Terms of Reference for 21-P09 is attached to this report.

Document Title:	RFP Terms of Reference for 21-P09 New Transit Fare System - 2021-92-Financial Services.docx
Attachments:	- Terms of Reference 21-P09 Transit New Fare System.pdf
Final Approval Date:	Oct 21, 2021

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

**Bill de Wit - Oct 21, 2021 - 1:19 PM**

**Tracey Bailey - Oct 21, 2021 - 1:24 PM**

**Maureen Adams - Oct 21, 2021 - 1:59 PM**

# THE CORPORATION OF THE CITY OF CORNWALL

## Request for Proposal 21-P09 New Transit Fare System

### ***Appendix A – Terms of Reference***

---

The City of Cornwall invites Proposals from qualified perspective proponents for a Fare Collection System.

#### **1. BACKGROUND**

Cornwall Transit operates 25 buses which provided over 850,000 rides in 2019. Ridership includes high percentage of membership-based programs which are managed as groups e.g.: (Seniors, Adults, Students). The current fareboxes were installed in 2020 and fare payments options at the moment includes cash and bar-coded paper transfers. The fareboxes are Canadian Odyssey Farebox with the following specs:

- 31" Height
- OCU
- Canadian Coin Validator
- Smart Card Reader
- 2D Barcode Printer and Reader

#### **2. PROJECT DEFINITION**

The objective of this RFP is to acquire a supplier of a fare collection solution that will satisfy the requirements set forth in this RFP. The successful Proponent will furnish necessary hardware and software and perform all installations, testing, training, repairs, technical support, and other services necessary for the timely and satisfactory completion of the implementation of the Fare Collection System. While continuing to accept the current forms of payment, the Fare Collection System will accept other commonly used

---

payment media including debit, traditional credit cards and mobile devices. The system should include features designed to support a safer onboard environment during the outbreak of communicable disease. Example of such features include contactless fare processing.

### **3. SCOPE OF WORK**

The scope includes the following primary deliverables:

- Supply and installation of a central software system to allow for the management of all aspects of the fare collection system including a data repository and reporting solution. As the city is moving towards de-centralizing its solutions, proponents are encouraged to propose cloud-based solutions rather than on-premise solutions. Preference will be given to the former. On-premise solutions will also be evaluated, however, assigned a lower score during the RFP evaluation process.
- A customer web portal to allow for self-service account management and managed by the proponent.
- Payment processor, accepting online payment, setting up payments with a third payment service provider.
- Mobile ticketing and implementation compatible with all mobile devices.
- Administrative Point of Sale hardware and software for in-person smart card sales and reloading.
- Card printer for reloadable and disposable cards.
- Supply and installation of onboard contactless validators with bar code scanner and interactive display for Cornwall Transit fleet size of 25 buses. Validators will include visual and audio indicators when validating passes.
- Reloadable and disposable contactless smart cards.

- 
- Systems documentation and training on all aspects of hardware and software supplied as part of the solution.
  - Hardware and software licenses (3 years plus 2 additional 1-year extensions), hosting, support, maintenance and warranties.
  - A "No Lemon Policy" must be implemented during the warranty period such that after three consecutive attempts to repair a recurring malfunction in the equipment, the Corporation can direct the vendor to replace the equipment on a "like for like" basis, at no additional cost to the Corporation.

#### **4. PROJECT SCHEDULE AND QUALITY CONTROL**

Installation Location: The successful Proponent will be required to deliver and install the equipment and software at Cornwall Transit's office building located at 863 Second St W, Cornwall, ON. The City will provide an indoor climate-controlled location for the proponent to complete installations.

Installation Work Time: The Proponent is permitted to perform installations 5 days per week, at a minimum, from Monday to Friday (except holidays) from 08:30am – 4:30pm. The City may be able to conduct installation acceptance at other times if requested by the successful proponent.

Inspection: The City will be available to complete acceptance inspection of the installation, at a minimum, from Monday to Friday (except holidays) from 8:30am-4:30pm. The City may be able to conduct installation acceptance at other times if requested by the successful proponent.

Covid-19 Protocols: At all times while on City property, the Proponent will adhere to all City facility and local health authority protocols (including pre-screening) and procedures pertaining to Covid-19.

COVID-19 Vaccination Policy: On October 1, 2021, the Corporation implemented a COVID-19 vaccination policy that would require all employees, volunteers, contractors and students be fully vaccinated plus 14 days by

---

November 15, 2021. This applies to all Suppliers doing work in City facilities. Suppliers must submit the Supplier Attestation form prior to award. The policy and attestation form has been posted on the Bids&Tenders Website.

If applicable, the successful proponent will ensure that any deliverables resulting from this RFP that are in electronic format and that are required or intended to be posted as content to any of the City's websites will be in an accessible format. The format must, at a minimum, meet and be in compliance with the current requirements set out in the Accessibility for Ontarians with Disabilities Act (AODA).

## **5. PROJECT ROLES AND RESPONSIBILITIES**

Technical Description: Proponents should describe how their Proposal meets or exceeds the technical and functional requirements of the City as listed in Appendix G. Proponents must include a detailed description of each piece of software and each piece of equipment to be supplied together with a description of its functional performance clearly demonstrating its suitability for the technical and functional requirements of the City including compliances with the AODA and Applicable Laws.

Operating and Support Services: The Proposal will include a recommended preventative maintenance procedures for the equipment and software proposed and an estimate of the time to perform them must be included. The Proponent must list the spare parts that it recommends the City to purchase and retain. The price of these services and parts must be included in the Appendix E1.

Project Management: The Proposal shall include:

- A profile of the proposed project manager and project team.
- A description of the project management methodology, project plan, project risks and project schedule.

- 
- A detailed work plan, showing installation timelines and work hours.
  - Training and documentation approach.
  - Testing plans and procedures.
  - A plan for the transition from the City's current fare collection system and promote the new system.
  - An identification of resource requirements required by the City to support the implementation.

### **Proposed Project Schedule**

<b>Item</b>	<b>Date</b>
Issue of RFP	October 27, 2021
Deadline for Questions	November 9, 2021
Deadline for Submission	November 23, 2021
Interview and Demonstration	week of December 13, 2021
Award of RFP	January 10, 2022
Project Commencement	January 17, 2022
Project Completion	May 21, 2022

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: 2021-93-Financial Services  
Prepared By: Diane Leduc, Senior Buyer  
Meeting Date: October 25, 2021  
Subject: RFP Terms of Reference for 21-P14 Archaeological  
Management Plan

**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 an 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 2021-93-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-P14 invites prospective qualified consultants to submit a proposal to support the City of Cornwall through the preparation and implementation of an Archaeological Management Plan (AMP).

An AMP will provide a management framework to ensure the identification, evaluation, and conservation of the City of Cornwall's archaeological resources by reflecting current best practices in archaeological management and ensures compliance with relevant provincial legislation and municipal plans. Specifically, the AMP shall provide:

- a) comprehensive mapping and inventories of significant built heritage resources, significant cultural heritage landscapes, and areas of archaeological potential;
- b) identification and evaluation of cultural heritage and archaeological resources;
- c) strategies for conserving and enhancing these identified resources;
- d) programs to foster interpretation and promotion; and
- e) education and public participation in cultural heritage conservation.

While adopting a city-wide scope, the AMP is to focus on the archaeological site potential of the City's waterfront and Business Park. Additionally, the AMP shall include the preparation of an engagement framework that includes protocols for engagement with relevant First Nations, particularly the Mohawk Nation at Akwesasne. The AMP shall be used to guide land use planning decisions, particularly requirements for Archaeological Assessments for new developments.

The approximate timetable for the RFP is as follows

Item	Date
Issue of RFP	October 26, 2021
Deadline for Questions	November 12, 2021
Deadline for Submission	November 26, 2021
Interviews	December, 2021
Award of RFP	January, 2022
Project Commencement	January, 2022
Project Completion	January, 2023

Appendix A – Terms of Reference for 21-P14 is attached to this report.

Document Title:	RFP Terms of Reference for 21-P14 Archaeological Management Plan - 2021-93-Financial Services.docx
Attachments:	- RFP Terms of Reference 21-P14 Archaeological Plan.pdf
Final Approval Date:	Oct 21, 2021

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

**Nicole Robertson - Oct 20, 2021 - 9:39 AM**

**Mark A. Boileau - Oct 20, 2021 - 4:36 PM**

**Tracey Bailey - Oct 20, 2021 - 5:21 PM**

**Maureen Adams - Oct 21, 2021 - 10:57 AM**

# THE CORPORATION OF THE CITY OF CORNWALL

## Request for Proposal 21-P14 Archaeological Management Plan

### ***Appendix A – Terms of Reference***

---

#### **1. BACKGROUND**

The City of Cornwall invites Proposals from qualified consultants to support the City of Cornwall through the preparation and implementation of an Archaeological Management Plan (AMP).

#### **2. PROJECT DEFINITION**

An AMP will provide a management framework to ensure the identification, evaluation and conservation of the City of Cornwall's archaeological resources by reflecting current best practices in archaeological management and ensures compliance with relevant provincial legislation and municipal plans. Specifically, the AMP shall provide:

- a) comprehensive mapping and inventories of significant built heritage resources, significant cultural heritage landscapes, and areas of archaeological potential;
- b) identification and evaluation of cultural heritage and archaeological resources;
- c) strategies for conserving and enhancing these identified resources;
- d) programs to foster interpretation and promotion; and
- e) education and public participation in cultural heritage conservation.

While adopting a city-wide scope, the AMP is to focus on the archaeological site potential of the City's waterfront and Business Park. Additionally, the AMP shall include the preparation of an engagement framework that includes protocols for engagement with relevant First Nations, particularly the Mohawk Nation at Akwesasne. The AMP shall be used to guide land use planning decisions, particularly requirements for Archaeological Assessments for new developments.

---

### **3. SCOPE OF WORK**

#### **A. Work Plan with Consultation Strategy**

The proponent shall prepare a detailed work plan with a consultation strategy as part of the proposal. It is expected that the work plan will be finalized by the successful proponent through consultations with City of Cornwall staff prior to the project commencing.

The work plan shall provide a strategic course of action and shall cover the following:

- The work plan shall include detailed timelines for deliverables/project outputs and shall align with the project phasing, methodology and budget.
- The work plan should include regular check-ins with City of Cornwall staff and a monthly status report delivered to City staff.
- A consultation strategy employing a variety of methods that acts as a means to communicate/receive feedback from interested parties/groups and provides sufficient opportunity for input from relevant organizations, Indigenous communities, municipal staff and the public.
- The consultation strategy shall complete a scan of other possible stakeholders to ensure all interested parties are provided opportunities for participation.
- The successful proponent shall facilitate and lead the points of consultation detailed in the consultation strategy and shall prepare all agendas, meeting notes, presentations, sign-in sheets, draft notices and any other administrative notices as required.

#### **B. Project Methodology**

The following methodology is proposed for this project. It is expected that through the proposal the proponent will supplement or modify the proposed

---

methodology based on their experience with archaeological management work plans and frameworks.

### **Phase 1 – Project Initiation/Consultation – Point of Engagement**

Project initiation will include proponent led and facilitated early outreach and consultation with municipal staff. Consultation shall be completed in accordance with the approved consultation strategy. Agendas are to be prepared and circulated to municipal staff one week before all meetings led by the proponent.

### **Phase 2 – Research and Background Paper**

The purpose of this phase is to conduct research and prepare a background paper that covers, but is not limited to the following:

- Broad historical context and legislative framework governing archaeology in Ontario.
- Gap analysis and identification of specific deficiencies with the current City of Cornwall development planning review process specific to archaeological resource management.
- Develop options for roles and responsibilities of municipal staff based on best practice findings related to development plan review.
- Recommend best practices with respect to municipal roles and responsibilities in the development planning process.
- Provide best practices and a jurisdictional scan of indigenous engagement and consultation protocols.
- Options for visual depictions of the archaeological model, such as Official Plan Schedule mapping or GIS layers.

---

### **Phase 3 – Consultation – Point of Engagement**

Consultation shall be conducted as set out in the consultation strategy approved as part of the work plan. The proponent shall submit all materials to City Staff for consideration and approval prior to stakeholder outreach, which must include opportunities for input from the public, heritage and historical organization, and relevant First Nations.

City of Cornwall staff will participate in the consultation and engagement process.

### **Phase 4 – Consultation Report**

A summary report detailing the feedback/input received during the consultation process shall be prepared by the proponent.

### **Phase 5 – Draft Archaeological Management Plan**

In this phase, the proponent will provide a draft AMP for review by City staff, identified stakeholders and relevant First Nations. The draft shall include the archaeological site potential model, geospatial data layers, proposed planning protocols, and a First Nations engagement and consultation protocol.

The draft shall also include a draft of the archaeological resource mapping data for review and commentary.

It is expected that the successful proponent will have at least one meeting with City staff to review the draft and outline potential changes.

### **Phase 6 – Final AMP and Presentation of Council**

The phase shall involve the completion of the Archaeological Management Plan that covers at a minimum:

- Historical context
- Threats to archaeological resources
- Relevant provincial legislation governing archaeology.
- Technical component: GIS based archaeological model

- 
- An inventory of registered and unregistered archaeological sites
  - An integrated planning protocol and procedures for archaeological resource conservation to be used by City staff and external planning consultants
  - Recommendations for enhanced archaeological policies that could be incorporated into the City's Official Plan that reflect current best practices.
  - An integrated First Nations engagement and consultation protocol
  - Recommendations, procedures and policies to guide development approvals procedures.
  - Standard wording of archaeological conditions for planning applications

### **Phase 7 – Training Sessions**

The final phase of the project shall be training sessions with municipal staff to successfully implement the AMP. The training may include interested stakeholders if needed. Training may take place in person or online as required by Health regulations.

### **Proposed Project Schedule**

<b>Item</b>	<b>Date</b>
Issue of RFP	October 26, 2021
Deadline for Questions	November 12, 2021
Deadline for Submission	November 26, 2021
Interviews	December, 2021
Award of RFP	January, 2022
Project Commencement	January, 2022
Project Completion	January, 2023

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**  
**Resolution**

Department: Corporate Services  
Division: Clerk's Division  
Resolution Number: 2021-18  
Report Number: 2021-136-Corporate Services  
Meeting Date: October 25, 2021  
Subject: Removal of Testing Requirement for Canadians for US  
Land Border

Whereas the communities of Cornwall and Massena, New York enjoy a close longstanding history that goes back centuries and includes many ties of friendship and family across the world's longest undefended border; and

Whereas the nations of Canada and the United States enjoy bonds and alliances that include a shared history, supporting one another through challenging times, world wars, and the aftermath of 9/11, both here at home when hosting stranded American air travelers in September 2001, and abroad during the shared mission to Afghanistan that cost many Canadian lives; and

Whereas Canadian citizens have endured necessary hardships during the Covid-19 pandemic that have included extra difficulties locally due to the unprecedented extended closure of the land border between Canada and the United States; and

Whereas many local citizens have strong ties of friendship and family in the United States, thanks to the aforementioned history that has seen us look across the St. Lawrence River for over two hundred years at neighbours, not at the shores of a foreign nation; and

Whereas the United States government will be opening the land borders to Canadian travelers as of November 8, 2021, following the opening of our border to American travelers as of August 9, 2021; and

Whereas the Canadian government is continuing to insist that Canadian travelers to the United States pay for a costly and difficult to source molecular Covid-19 test in order to return home after crossing the land border; and

Whereas this test will make travel into the United States from Canada prohibitive due to its high cost and availability, especially for day travelers who make up the vast majority of local visitors using the Seaway International Bridge and the majority of all land travelers crossing between Canada and the United States; and

Whereas air travelers traveling between the United States and Canada are still allowed use of the much cheaper, more readily available antigen Covid-19 rapid test.

Therefore, be it resolved that the Corporation of the City of Cornwall requests that the federal government remove the requirement for Canadian travelers to be tested for Covid-19 when using a land crossing into the United States after the November 8, 2021 reopening; and

That copies of this resolution be sent to the Right Honourable Justin Trudeau, Prime Minister of Canada; the Honourable Bill Blair, Minister of Public Safety and Emergency Preparedness; Eric Duncan, MP for Stormont, Dundas and South Glengarry; the Honourable Doug Ford, Premier of Ontario; Jim McDonnell, MPP for Stormont, Dundas and South Glengarry; the members of the Ontario Border Mayors' Committee (City of Cornwall, Town of Fort Erie, Town of Fort Frances, Town of Gananoque, Township of Leeds and the Thousand Islands, City of Niagara Falls, Town of Niagara on the Lake, Village of Point Edward, Town of Rainy River, City of Sarnia, City of Sault Ste Marie, City of Windsor); Senator Chuck Schumer, New York; Senator Kristen Gillibrand, New York; Representative Elise Stefanik, 21st Congressional District (Northern New York); Representative Brian Higgins, 26th Congressional District (Western New York); New York State Senator Patty Ritchie, 48th District (Northern New York), and the City of Massena, New York.



I, Manon L. Levesque, City Clerk for The Corporation of the City of Cornwall, do hereby certify that the above is a true copy of Resolution Number 2021-18 enacted by Council on Monday, October 25, 2021.

---

Manon L. Levesque  
City Clerk

### Report Approval Details

Document Title:	Removal of Testing Requirement for Canadians for US Land Border - 2021-136-Corporate Services.docx
Attachments:	
Final Approval Date:	Oct 21, 2021

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

**Manon L. Levesque - Oct 21, 2021 - 1:52 PM**

**No Signature - Task assigned to Geoffrey Clarke was completed by workflow administrator Manon L. Levesque**

**Geoffrey Clarke - Oct 21, 2021 - 1:53 PM**

**Maureen Adams - Oct 21, 2021 - 2:03 PM**

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

Department: Corporate Services  
Division: Clerk's Division  
Report Number: 2021-135-Corporate Services  
Prepared By: Manon Levesque, City Clerk  
Meeting Date: October 25, 2021  
Subject: Unfinished Business Listing for October 25, 2021

**Recommendation**

That Council receive the Unfinished Business Listing for October 25, 2021.

Title	Department	Date
Petition for Removal of Sidewalk on Dunkirk Street - August 9, 2021	Infrastructure and Municipal Works	November 2021
Intersection of Vincent Massey Drive and Tollgate Road West - June 14, 2021	Infrastructure and Municipal Works	November 2021
Newspaper Digitization Project - November 9, 2020	CAO	November 2021
Residential Rental Licensing Public Consultation Results - November 13, 2018 - June 8, 2020 - October 13, 2020 - April 26, 2021	Fire Services, Social Services and Planning, Development and Recreation	November 2021
Urban Agriculture and Outdoor Gardening – COVID-19 - May 11, 2020 - June 22, 2020 - April 26, 2021	Planning, Development and Recreation	Zoning By-law
Creation of Remote Worker Attraction Strategy - January 13, 2020	Working Group	TBD

Actionable Items from Environment and Climate Change Committee - November 9, 2020	Infrastructure and Municipal Works	TBD
Domtar Properties - February 22, 2021	CAO	TBD
CIL Property - February 22, 2021	CAO	TBD
Social Media Policy - March 22, 2021	Council Working Group	TBD
Remediation of Gas Stations Upon Closing - April 12, 2021	Infrastructure and Municipal Works and Planning, Development and Recreation	TBD
Grading By-law - April 26, 2021	Planning, Development and Recreation	TBD
Use of Surveillance Cameras on Private Property - May 10, 2021	Planning, Development and Recreation	TBD
Aultsville Theatre - September 13, 2021	CAO	TBD

Document Title:	Unfinished Business Listing for October 25, 2021 - 2021-135-Corporate Services.docx
Attachments:	
Final Approval Date:	Oct 21, 2021

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

**No Signature - Task assigned to Geoffrey Clarke was completed by workflow administrator Manon L. Levesque**

**Geoffrey Clarke - Oct 21, 2021 - 3:31 PM**

**No Signature - Task assigned to Maureen Adams was completed by workflow administrator Manon L. Levesque**

**Maureen Adams - Oct 21, 2021 - 3:31 PM**

**The Corporation of the City of Cornwall**  
**Regular Meeting of Council**  
**By-law 2021-118**

Department: Planning, Development and Recreation  
Division: Planning  
By-law Number: 2021-118  
Report Number: 2021-158-Planning, Development and Recreation  
Meeting Date: October 25, 2021  
Subject: HOTC 116 Pitt Street and 8 Second Street East Program 2

Whereas the Council of The Corporation of the City of Cornwall has approved the 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 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#2021-10 116 Pitt Street and HOTC#2006-16 8 Second Street East); and

Whereas Pursuant to the said programs(s), certain eligible applicants have applied for a loan/grant to improve their properties under the rules of the applicable HOTC program(s).

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 funding Loan Agreement to the following person(s) or their authorized Signing Officer(s) for the following properties be approved:
  - a) HOTC#2021-10 – 116 Pitt St Inc 116 Pitt Street being Pt Lt 16 N/S First St Plan Cornwall Part 4 on RP 52R-611, together with a Right Of Way, In the City of Cornwall, as described in PIN#60167-0169 (LT) in the amount of \$30,000 pursuant to a Program 2 HOTC Funding (Loan) Agreement.
  - b) HOTC#2006-16 – 8587248 Canada Inc 8 Second Street East being PT LT 15 S/S Second St Plan Cornwall Pt 2, 3, 10, 11, 13 52R4667; S/T S321475; S/T & T/W S251014; Cornwall as described in PIN#60167-0193(LT) in the amount of \$1,350 pursuant to a Program 2 HOTC Funding (Loan) Agreement.
2. That the Mayor and Clerk be and are hereby authorized to execute all documents to complete this matter.
3. That this Bylaw take effect on the day of passing by City Council.

Read, signed, and sealed in open Council this 25th day of October, 2021.

---

Manon L. Levesque  
City Clerk

---

Glen G. Grant  
Mayor

### Report Approval Details

Document Title:	By-law 2021-118 HOTC 116 Pitt St 8 Second St E Prog 2 - 2021-158-PDR.docx
Attachments:	
Final Approval Date:	Oct 19, 2021

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

**Mary Joyce-Smith - Oct 12, 2021 - 4:15 PM**

**Mark A. Boileau - Oct 12, 2021 - 7:32 PM**

**Maureen Adams - Oct 19, 2021 - 4:47 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: 2021-159-Planning, Development and Recreation  
Prepared By: Dana McLean, Development Coordinator  
Meeting Date: October 25, 2021  
Subject: HOTC 116 Pitt St and 8 Second St E Prog 2

**Purpose**

Explanation of Purpose and Effect for HOTC Application Program 2 – Building Restoration and Improvement Agreement to By-law for application HOTC#2021-10 116 Pitt Street and HOTC#2006-16 8 Second Street East.

**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 116 Pitt St 8 Second St E Prog 2 - 2021-159-PDR.docx
Attachments:	
Final Approval Date:	Oct 19, 2021

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

**Mary Joyce-Smith - Oct 12, 2021 - 4:16 PM**

**Mark A. Boileau - Oct 13, 2021 - 10:48 AM**

**Maureen Adams - Oct 19, 2021 - 4:44 PM**

**The Corporation of the City of Cornwall**

**Regular Meeting of Council**

**By-law 2021-119**

Department: Planning, Development and Recreation  
Division: Planning  
By-law Number: 2021-119  
Report Number: 2021-160-Planning, Development and Recreation  
Meeting Date: October 25, 2021  
Subject: Renaissance Housing Rehabilitation Program 149 St. Felix 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:

1. That the Council hereby authorizes the following loan – RHRP#2021-11 Micheline and Ronald McDonald being Part Lot 359 Plan 79 As in S176780; Cornwall PIN#60157-0050 (LT) pursuant to a loan Agreement. (Municipal Address of 149 St. Felix);
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 25th day of October, 2021.

---

Manon L. Levesque  
City Clerk

---

Glen G. Grant  
Mayor

### Report Approval Details

Document Title:	Bylaw 2021-119 Renaissance 149 St. Felix - 2021-160-PDR.docx
Attachments:	
Final Approval Date:	Oct 19, 2021

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

**Mary Joyce-Smith - Oct 12, 2021 - 4:22 PM**

**Mark A. Boileau - Oct 13, 2021 - 10:49 AM**

**Maureen Adams - Oct 19, 2021 - 4:55 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: 2021-161-Planning, Development and Recreation  
Prepared By: Dana McLean, Development Coordinator  
Meeting Date: October 25, 2021  
Subject: Renaissance Housing Rehabilitation Program 149 St. Felix

**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#2021-11 149 St. Felix).

**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.

### Report Approval Details

Document Title:	Note - Renaissance 149 St. Felix - 2021-161-PDR.docx
Attachments:	
Final Approval Date:	Oct 19, 2021

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

**Mary Joyce-Smith - Oct 12, 2021 - 4:23 PM**

**Mark A. Boileau - Oct 13, 2021 - 10:50 AM**

**Maureen Adams - Oct 19, 2021 - 4:48 PM**

**The Corporation of the City of Cornwall**  
**Regular Meeting of Council**  
**By-law 2021-120**

Department: Infrastructure and Municipal Works  
Division: Infrastructure Planning  
By-law Number: 2021-120  
Report Number: 2021-89-Infrastructure and Municipal Works  
Meeting Date: October 25, 2021  
Subject: By-Law to Amend Section 22 of the Traffic and Parking By-Law 069-1989

Whereas Sections 8, 9 and 11(3) of the Municipal Act, 2001, S.O. 2001, c. 25, and Section 195 of the Highway Traffic Act, 1990, R.S.O. 1990, c.H.8 as amended, authorizes Council to pass By-Laws to regulate municipal parking and traffic; and

Whereas the Parking Working Group has proposed multiple recommendations to ensure that municipal parking services continue to be financially and environmentally sustainable, and the Council deems it desirable to adopt these recommendations; and

Whereas new types of parking fees and permits were introduced through By-Law 2021-116; and

Whereas in order to introduce the aforementioned, it is desirous to amend the Traffic and Parking By-Law 069-1989;

Now therefore be it resolved that the Council of The Corporation of the City of Cornwall enacts as follows:

1. That the Traffic and Parking By-Law 069-1989 is amended by **adding** thereto the following sections:

Section 22

(3) No person shall park a vehicle or permit a vehicle to remain parked within an off-street parking meter zone in such a way as to interfere with the plowing or removing of snow or any other maintenance work undertaken by or on behalf of the Corporation.

(4) Notwithstanding section 22(3), if the person has a valid Overnight Parking registration they shall be exempt.

(5) Notwithstanding section 22(3), if the person has a Valid 24-Hour Parking Permit they shall be exempt subject to the conditions of the permit agreement.

2. That the Traffic & Parking By-Law 069-1989 is amended by **repealing** thereto the following sections and subsections:

Section 22

(3) No person shall park a vehicle or permit a vehicle to remain parked within a municipal parking lot in such a way as to interfere with the plowing or removing of snow or any other maintenance work undertaken by or on behalf of the Corporation except in those parking areas designated for 'overnight parking only'.

(4) 24-hour permit holders may not park in a designated space for the period of up to two (2) consecutive hours as required for snow removal undertaken by or on behalf of the Corporation during snow events as stipulated in Section 13 and in the 24-hour permit agreement.

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 25th day of October, 2021.

---

Manon L. Levesque  
City Clerk

---

Glen G. Grant  
Mayor

### Report Approval Details

Document Title:	By-Law 2021-120 To Amend Sections of Traffic and Parking By-Law - 2021-89-IMW.docx
Attachments:	
Final Approval Date:	Oct 21, 2021

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

**Michael Fawthrop - Oct 21, 2021 - 9:55 AM**

**Bill de Wit - Oct 21, 2021 - 11:32 AM**

**Maureen Adams - Oct 21, 2021 - 12:14 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: 2021-90-Infrastructure and Municipal Works  
Prepared By: Michael Fawthrop, Manager, Infrastructure  
Meeting Date: October 25, 2021  
Subject: Note for By-Law 2021-120 to Amend Section 22 of Traffic and  
Parking By-Law 069-1989

**Purpose**

To provide Council with background information on the amendments to Traffic and Parking By-Law 069-1989, Section 22.

**Background / Discussion**

Sections of the Traffic and Parking By-Law 069-1989 were amended on September 27<sup>th</sup>, 2021 to allow for several service changes to the parking program, as recommended by the Parking Working Group and approved by Council on August 9, 2021.

After further consideration of the winter snow removal services for overnight and 24-permit parking stalls, Section 22 requires further amendment to ensure understanding by the permit holders and departments involved, and to account for the specific needs of the Attorney General's Office.

### Report Approval Details

Document Title:	Note - By-Law To Amend Sections Of Traffic and Parking By-Law - 2021-90-IMW.docx
Attachments:	
Final Approval Date:	Oct 21, 2021

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

**Michael Fawthrop - Oct 21, 2021 - 9:55 AM**

**Bill de Wit - Oct 21, 2021 - 11:30 AM**

**Maureen Adams - Oct 21, 2021 - 12:13 PM**

**The Corporation of the City of Cornwall**  
**Regular Meeting of Council**  
**Confirming By-law 2021-122**

Department: Corporate Services  
Division: Clerk's Division  
By-law Number: 2021-122  
Report Number 2021-134-Corporate Services  
Meeting Date: October 25, 2021  
Subject: Confirming By-law for the Meeting of October 25, 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, October 25, 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 #2021-29 of Tuesday, October 12, 2021

(b) That the actions of the Council at its meetings held on Monday, , 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;

(c) That the above-mentioned actions shall not include any actions required By-law to be taken by resolutions.

2. That where no By-law has been or is passed with respect to the taking of any action authorized in or by the above mentioned Minutes or with respect to the exercise of any powers by the Council in the above mentioned Minutes, then this By-law shall be deemed for all purposes to be the By-law required for approving and authorizing and taking of any action authorized therein or thereby, or required for the exercise of any powers therein by the Council.

3. The Mayor and proper officials of The Corporation of the City of Cornwall are hereby authorized and directed to do all things necessary to give effect to the above-mentioned actions and to obtain approvals where required.

4. Unless otherwise provided, the Mayor and Clerk are hereby authorized and directed to execute and the Clerk to affix the seal of The Corporation of the City of Cornwall to all documents necessary to give effect to the above mentioned actions.

5. It is declared that notwithstanding that any section or sections of this By-law or parts thereof, may be found by any court of law to be bad or illegal or beyond the power of the Council to enact, such section(s) or part(s) hereof shall be deemed to be severable and that all other sections or parts of this By-law are separate and independent there from and enacts as such.

Read, signed and sealed in open Council this 25th day of October, 2021.

---

Manon L. Levesque  
City Clerk

---

Glen G. Grant  
Mayor

## Report Approval Details

Document Title:	Confirming By-law for the Meeting of October 25, 2021 - 2021-134-Corporate Services.docx
Attachments:	
Final Approval Date:	Oct 21, 2021

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

**Manon L. Levesque - Oct 21, 2021 - 11:49 AM**

**No Signature - Task assigned to Geoffrey Clarke was completed by workflow administrator Manon L. Levesque**

**Geoffrey Clarke - Oct 21, 2021 - 1:48 PM**

**Maureen Adams - Oct 21, 2021 - 2:04 PM**