

Corporation de la ville de

Corporation of the Town of



Vision du conseil municipal

Hawkesbury, par son emplacement stratégique et son bilinguisme, sera le pôle d'attraction industrielle, commerciale, culturelle et récréo-touristique qui, par l'essor de cette synergie, fera de Hawkesbury un attrait à découvrir dans l'Est ontarien.

Vision of the municipal council

Given its strategic location and bilingual status, Hawkesbury will be known as the core area for industrial, commercial, cultural, tourism and recreation activities, whose emerging synergy will characterize Hawkesbury as a place to discover in Eastern Ontario.

ORDRE DU JOUR

Réunion ordinaire du conseil

Le lundi 15 avril 2019

19h00

AGENDA

Regular meeting of Council

Monday, April 15, 2019

7:00 p.m.



Mise en garde / Warning

Les documents faisant partie de l'ordre du jour ci-joint ont force de loi que s'ils ont été entérinés par le Conseil municipal.

Prière de vérifier auprès de l'administration si des modifications et/ou des retraits de sujets ont été effectués.

Merci

The documents attached to the following agenda have a legal binding only if they have been confirmed by the municipal council.

Please check with the administration to find out if any modification and/or withdrawals of subjects have been made.

Thank you

**Corporation de la ville de
Hawkesbury**

Réunion ordinaire du conseil

Le lundi 15 avril 2019

19h00

**Corporation of the Town of
Hawkesbury**

Regular Meeting of Council

Monday, April 15, 2019

7:00 p.m.

PAGES

1.	<u>Réflexion et ouverture de la réunion</u>	<u>Reflection and opening of the meeting</u>	
2.	<u>Adoption de l'ordre du jour</u>	<u>Adoption of the agenda</u>	
3.	<u>Divulgations de conflits d'intérêts</u>	<u>Disclosures of conflicts of interest</u>	
4.	<u>Adoption des procès-verbaux</u>	<u>Adoption of the minutes</u>	
	Aucun.	None.	
5.	<u>Rapports du maire et des conseillers</u>	<u>Reports of the Mayor and Councillors</u>	
6.	<u>Présentations</u>	<u>Presentations</u>	
	Aucune.	None.	
7.	<u>Délégations</u>	<u>Delegations</u>	
	Aucune.	None.	
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12.	<u>Rapports des services et demandes d'appui</u>	<u>Services reports and requests for support</u>
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13.	<u>Période de questions des membres du conseil</u>	<u>Question period from Council members</u>
14.	<u>Réunion à huis clos</u>	<u>Closed meeting</u>
14.1	Révision de l'organigramme du service des loisirs et du tourisme sous l'article 11(1) (d)	Review of the organization chart for the Recreation and Tourism department under Section 11(1) (d)
14.2	Nomination d'un greffier-adjoint sous l'article 11(1) (b) (remis séparément)	Appointment of a Deputy Clerk under Section 11(1) (b) (under separate cover)
14.3	Adoption des procès-verbaux des réunions à huis clos du 11 mars 2019 à 16 et 19 heures (sous pli séparé)	Adoption of minutes of in-camera meetings held on March 11, 2019 at 4:00 p.m. and 7:00 p.m. (under separate cover)
15.	<u>Règlement de confirmation</u>	<u>Confirming by-law</u>
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Corporation de la ville de Hawkesbury

Recommandation au conseil

N° REC-2019-25

N° de dossier:

Date de la réunion : 15 avril 2019

Objet :

Recommandation

ATTENDU que les Hawks de Hawkesbury Junior aimerait soumissionner afin d'accueillir la coupe Fred Page, du 27 avril au 2 mai 2021, au Complexe sportif Robert Hartley;

ATTENDU que la Coupe Fred Page est un tournoi annuel de hockey entre les champions de la Ligue centrale de hockey, de la Ligue maritime de hockey, de la Ligue de hockey junior du Québec et de l'équipe de la ville hôte, organisée par la Ligue canadienne de hockey Junior;

ATTENDU que le vainqueur de la Coupe Fred Page disputera la Coupe de la Banque Royale, le championnat national Junior A;

Considérant que le tournoi aura lieu après la saison régulière de la patinoire du Complexe sportif Robert Hartley et n'affectera en aucun cas les autres locataires;

ATTENDU que l'afflux des joueurs, entraîneurs et supporteurs sera bénéfique économiquement pour les commerçants locaux;

ATTENDU que la tenue d'un évènement sportif de cette envergure rehausse le prestige de la ville hôte;

Et ATTENDU que la tenue d'un évènement sportif de cette envergure peut faire augmenter la participation bénévole et l'inscription à des sports et ainsi améliorer la santé de notre communauté;

Il est donc recommandé au conseil municipal de réduire les coûts de location pour le tournoi de 9 600 \$ à 4 800\$.

Note explicative, historique, mise en situation

La coupe Fred Page est un tournoi annuel de hockey sur glace organisée par la Ligue canadienne de hockey junior A. La coupe Fred Page est une épreuve composée d'un tournoi puis de séries éliminatoires. Il oppose les champions de la coupe Bogart de la

Ligue centrale de hockey junior A, de la coupe Kent champions de la Ligue maritime de hockey junior A, et de la coupe NAPA champions de la Ligue de hockey junior AAA du Québec, et l'équipe de la ville hôte. Le vainqueur de la coupe Fred Page dispute la coupe de la Banque royale, le championnat national Junior A. Les équipes des divisions mentionnées ci-haut peuvent soumissionner afin d'être l'équipe-hôte et ainsi assurer leur participation au tournoi.

Accueillir un évènement de l'envergure de la Coupe Fred Page présente un grand nombre d'avantages. Cet évènement permettra de mettre en valeur la communauté de Hawkesbury devant l'Est Canadien et laissera un héritage durable à notre collectivité et nos citoyens pour les années futures.

Tourisme

La Coupe Fred Page attire des joueurs, familles et supporters de tout l'est du Canada. En tant que ville-hôte, Hawkesbury sera mis en valeur dans tout le Canada et permettra de mettre en valeur les sites et attraits touristiques de la région. Cet évènement sera clairement bénéfique pour l'industrie touristique de Hawkesbury et les environs.

Retombée économique

Accueillir un évènement de cette envergure aura un impact économique non négligeable sur les entreprises des environs qui profiteront de l'achalandage et des allées et venues de la patinoire et de la région.

Futurs évènements

Le fait d'accueillir un évènement de l'envergure de la Coupe Fred Page permettra à la ville de Hawkesbury de prouver que celle-ci est équipé pour recevoir de grands évènements, sportifs ou autres. Cette opportunité augmenterait les chances de recevoir d'autres évènements à grande envergure qui auraient des retombées positives dans la communauté. De plus, ces opportunités faciliteraient l'obtention de subventions reliées aux rénovations d'infrastructures récréatives.

Responsabilités de l'équipe hôte (Hawks Junior A)

Si le contrat est attribué à l'équipe Hawks de Hawkesbury Junior A suite à leur offre, ils seront responsables des dépenses suivantes pour toutes les équipes participantes, le personnel entraîneurs et arbitres :

- Hébergement
- Frais de déplacement
- Allocation pour les repas
- Frais de location des installations

Incluant aussi:

- Toutes dépenses reliées au marketing, à la publicité et la promotion, aux relations publiques et aux commanditaires de l'évènement
- La planification et production des cérémonies d'ouverture et autres évènements et cérémonies connexes
- La couverture d'assurances pour la durée de l'évènement

- Le banquet de remise de prix et tous les coûts reliés au banquet
- Le recrutement, la formation et la supervision de tous les bénévoles, incluant le comité organisateur

Responsabilités de la Ville hôte (ville de Hawkesbury)

- Support du comité organisateur pour la planification, l'organisation et le déroulement de l'évènement
- Organisation et exécution de tous les besoins opérationnels de l'évènement (comme pour tout autre contrat de location)

Frais de location et réductions

	Sous-Total	Rabais (50%)	Total
Frais de location			
Patinoire	6 489,74 \$	3 244,87 \$	3 244,87 \$
Salle multi-fonctionnelle	2 852,00 \$	1 426,00 \$	1 426,00 \$
Piscine	180,00 \$	90,00 \$	90,00 \$
Total des frais de location	9 521,74 \$	4 760,87 \$	4 760,87 \$
Revenus autres			
Bar	4 875,00 \$	0,00 \$	4 875,00 \$
Coûts supplémentaires			
Employés	3 594,70 \$	0,00 \$	3 594,70 \$
Total			6 041,17 \$

Autre option : Ne pas offrir de réduction de frais de location des installations

Incidence au budget

Pertes de revenus dans Location – Patinoire (GL 1-5-72-3206): 4 760 \$

Frais additionnels dans Administration (GL 1-6-72-1201 / 1-6-34-1203): \$3,594

Revenus additionnels dans Service de bar (GL 1-6-73-2769): \$4,875

Études concernées

Aucune

Documents de support

Service(s) impliqué(s)

Loisirs et tourisme

Entretien des bâtisses

Soumis et recommandé par



Nicole Trudeau, directrice des loisirs et du tourisme, 20 mars 2019

Commentaires du directeur général

Je supporte cette recommandation. Cet évènement est positif pour notre communauté et on devrait encourager des évènements de cette nature qui tombe bien dans la promotion de notre municipalité au niveau régionale, provinciale et nationale.

Daniel Gatien, directeur général

Corporation of the Town of Hawkesbury

Recommendation to Council

N° REC-2019-25

File N°:

Date of meeting: April 15, 2019

Subject: Fred Page Cup Facilities Fee Reduction

Recommendation

WHEREAS the Hawkesbury Hawks Junior A team wish to put in a bid to host the Fred Page Cup at the Robert Hartley Sports Complex from April 27 to May 2, 2021;

WHEREAS the Fred Page Cup is a Canadian Junior Hockey League championship hockey tournament between the champions of the Central Canada Hockey League, the Maritime Junior Hockey League, the Quebec Junior Hockey League, and a pre-determined host team;

WHEREAS the winner of the Fred Page Cup moves on to the Junior "A" National Championship known as the Royal Bank Cup;

WHEREAS the tournament would take place after the regular ice rental season at the Robert Hartley Sports Complex and would not affect any other renters;

WHEREAS the Town of Hawkesbury's merchants would benefit economically from the influx of players, coaches and supporters over the five day tournament;

WHEREAS hosting a major sporting event raises the prestige of the host municipality;

WHEREAS hosting a major sporting event can promote uptake of sport, which has lasting benefits for the health of a community and can lead to a rise in volunteerism;

THEREFORE, it is recommended to council to reduce the rental fees for the tournament from \$9,600 to \$4,800.

Explanation, history, context

The Fred Page Cup is a championship ice hockey trophy, won by tournament, conducted by the Canadian Junior Hockey League. The award is given to the winner of a round-robin and playoff between the Bogart Cup champions of the Central Canada Hockey League, the Kent Cup champions of the Maritime Junior Hockey League, La

Coupe NAPA Champions of the Quebec Junior Hockey League, and a pre-determined host team. The winner of the Fred Page Cup moves on to the Junior "A" National Championship known as the Royal Bank Cup. Teams from the three-abovementioned regions may bid to be the host team, and therefore guarantee their participation in the tournament.

There are a number of advantages to hosting a major event such as the Fred Page Cup. Hosting will give Hawkesbury the opportunity to showcase our community in front of Eastern Canada, and will leave a lasting legacy that will impact our community and citizens for years to come.

Tourism

The Fred Page Cup draws players, families and fans from all over Eastern Canada. As a host community, Hawkesbury will be in the national spotlight, and will also create a unique opportunity to showcase landmarks and tourism attractions in the area. This will surely give a boost to the tourism industry in and around Hawkesbury for the duration of the event.

Economic Impact

There is also a significant economic impact that results from hosting a major event, as surrounding businesses will profit from the increase of traffic in and out of the arena and area.

Future Events

Hosting a major event like the Fred Page Cup will allow the Town of Hawkesbury to demonstrate that we are equipped to host a major event, sporting or other. This may increase Hawkesbury's chances of being offered other major events that will have a positive impact on the community. In addition, it may also help secure future infrastructure grants for recreational facilities renovations.

Host Team Responsibilities (Hawks Junior A)

Should the Hawkesbury Hawks Junior A team be awarded the bid, they will be responsible for the following for all participating teams, coaching staff and officials:

- Accommodations
- Travel expenses
- Meal allowances
- Facilities rental fees

Other host-team responsibilities include:

- All marketing, advertising, promotion, public relations and related sponsor servicing expenses

- The production of opening ceremonies, ancillary events and other in game ceremonies
- Insurance coverage for the length of the event
- Awards banquet and any costs associated with the hosting of the banquet
- The recruitment, training and supervision of all volunteers, including the host committee

Host Town Responsibilities (Town of Hawkesbury)

- Support to the host committee for the planning and execution of the event
- Organization and execution of all operational needs for event (as per any other rental contract)

Rental Fees and Discounts

	Sub-Total	Discount (50%)	Total
Rental Fees			
Ice	\$6,489.74	\$3,244.87	\$3,244.87
Multi Room	\$2,852.00	\$1,426.00	\$1,426.00
Pool	\$180.00	\$90.00	\$90.00
Total Rental Fees	\$9,521.74	\$4,760.87	\$4,760.87
Misc. Revenues			
Bar	\$4,875.00	\$0.00	\$4,875.00
Additional Costs			
Employees	\$3,594.70	\$0.00	\$3,594.70
Total			\$6,041.17

Other Options: Do not offer a discount on the Facilities Rental Fees

Impact on budget

Loss of revenues in ice rental (GL 1-5-72-3206): \$4,760

Additional expenses in administration (GL 1-6-72-1201 / 1-6-34-1203): \$3,594

Additional revenues in bar service (GL 1-6-73-2769): \$4,875

Relevant studies

None

Supporting document**Department(s) involved**

Recreation and Tourism

Building Maintenance

Submitted and recommended by

Nicole Trudeau, Recreation and Tourism Director, March 20, 2019

Comments of the Chief Administrative Officer

I support this recommendation and these types of events for our municipality. This event falls perfectly in the promotion of our community at the regional, provincial and national levels.

Daniel Gatien, CAO

Corporation de la ville de Hawkesbury

Recommandation au conseil

N° 2019-REC-27

N° de dossier: F11-93

Date de la réunion: 15 avril 2019

Objet: Programme « L'Ontario revitalise les rues principales »

Recommandation

ATTENDU que la Ville a reçu une subvention de 46 724.72\$ dans le cadre du programme « L'Ontario revitalise les rues principales » en 2018, et;

ATTENDU que la Commission de la zone d'amélioration commerciale de Hawkesbury (ComZac) a soumis des projets qui répondent aux critères dudit programme, et;

ATTENDU qu'un de ces projets est l'installation d'un système de son sur la rue Main puisque le système en place n'est plus fonctionnel, et;

ATTENDU qu'après maintes rencontres et discussions avec des gens qualifiés à la matière, la ComZac suggère de retarder ce projet au moment où les lampadaires seront changés, et;

ATTENDU que la ComZac a fait l'installation d'un enseigne à l'intersection de la rue Main et du boulevard du Chenail en 2018 et que la vente de publicité augmenterait considérablement par l'installation d'un second écran DEL qui serait visible pour les automobilistes en direction sud sur le boulevard du Chenail, et;

ATTENDU que la ComZac avait demandé des soumissions à trois compagnies distinctes en 2017 lors de l'installation initiale de l'enseigne et que ce deuxième écran doit être installé par la même compagnie, et;

ATTENDU que les articles 2.2 et 6.1.1 de la politique d'achat prévoient l'utilisation la plus rentable et efficace des fonds de la Ville lors du processus d'achat et que le conseil municipal peut ordonner qu'un achat spécifique soit d'un bien ou d'un service soit effectué d'une autre façon que celle prévue à ladite politique.

Par conséquent, il est recommandé au conseil de déroger à la politique d'achat afin d'octroyer le contrat pour la fourniture et l'installation du deuxième écran DEL à la compagnie Ray Neon Signs Inc.

Il est de plus recommandé de partager le coût pour la fourniture et l'installation de cet écran DEL au montant de 53 833.42\$ plus TVH selon le barème suivant :

- 31 724.00\$ de la subvention « L'Ontario revitalise les rues principales », et;
- 22 109.42\$ plus TVH défrayé par la ComZac.

Note explicative, historique, mise en situation

Suite à la subvention reçue par la Ville dans le cadre du programme « L'Ontario revitalise les rues principales », la ComZac avait soumis les projets suivants au conseil :

- Système de son d'un montant de 22 500\$;
- Achat de poubelles d'un montant de 16 800\$, et;
- Graphisme de vitrine d'un montant de 4 500\$.

Depuis l'été dernier, plusieurs rencontres ont eu lieu pour trouver la meilleure solution quant au système de son à être installé. Le système actuel n'est plus fonctionnel puisque le câblage électrique qui branche les haut-parleurs sur les lampadaires est brisé. Plusieurs options ont été étudiées de l'installation d'une tour pouvant diffuser une fréquence FM jusqu'à des systèmes indépendants installés à l'extérieur de différents bâtiments le long de la rue Main.

Puisque les lampadaires sur la rue Main sont désuets et brisés et qu'ils doivent être changés dans un avenir rapproché, la ComZac a décidé de reporter le projet de système de son au moment où lesdits lampadaires seront changés. À ce moment, nous pourrons étudier les différentes options et choisir la technologie qui répond à nos besoins.

En conséquence, la ComZac a décidé de procéder immédiatement à la phase 2 de son projet d'enseigne à l'intersection de la rue Main et le boulevard du Chenail, soit l'installation du second écran DEL qui sera visible par les automobilistes en direction sud sur le boulevard du Chenail. Ce deuxième écran permettra d'augmenter les revenus générés par la ComZac lors de la vente de publicité. La ComZac avait demandé des soumissions pour l'enseigne original en 2017 à trois compagnies différentes. Il est alors raisonnable de vouloir retenir les services de la compagnie qui a fourni et installé cet enseigne en 2018. L'article 2.2 de la politique d'achat prévoit l'utilisation la plus rentable et efficace des fonds de la Ville et l'article 6.1.1 permet au conseil de dicter une façon autre d'octroyer un contrat d'achat que celle normalement prévue à cette politique. Donc, dans ce cas précis, la dérogation à la politique d'achat est une décision d'affaires justifiée et rentable.

Incidence au budget

La Ville a déjà dans ses coffres la somme de 46 724.00\$. De cette somme, 31 724.00\$ seront utilisés pour défrayer la partie du coût du second écran, la balance sera

assumée par la ComZac. Il restera une somme de 15 000\$ pour défrayer le coût d'achat des poubelles.

Études concernées

s/o

Documents de support

s/o

Service(s) impliqué(s)

s/o

Soumis et recommandé par



Christine Groux, greffière – le 25 mars 2019

Commentaires du directeur général

Daniel Gatien, directeur général

Corporation of the Town of Hawkesbury

Recommendation to Council

N° 2019-REC-27

File N°: F11-93

Date of meeting: April 15, 2019

Subject: "Ontario Revitalizing Main Streets" Program

Recommendation

WHEREAS the Town received in 2018 a grant in the amount of \$46,724.72 under the "Ontario Revitalizing Main Streets" Program, and;

WHEREAS the Downtown Business Improvement Association (BIA) submitted projects that meet the criteria of this program, and;

WHEREAS one of these projects is the installation of a sound system on Main Street since the existing one is no longer functional, and;

WHEREAS after many meetings and discussions with qualified people in the field, the BIA proposed to delay this project until the streetlights are replaced, and;

WHEREAS the BIA installed a sign in 2018 at the intersection of Main Street and Chenail Boulevard and that the sale of advertising would increase considerably by the installation of a second LED screen that would be visible for motorists heading south on Chenail Boulevard, and;

WHEREAS the BIA requested bids in 2017 from three different companies for the installation of the sign and that this second sign should be installed by the same company, and;

WHEREAS sections 2.2 and 6.1.1 of the procurement policy provide the most efficient and effective use of the Town's funds during a purchase process and the municipal council may order a specific purchase of a good or a service that be made in a manner other than that provided in the policy.

Therefore, it is recommended that council deviates from the procurement policy to grant the contract for the supply and the installation of the second LED screen to Ray Neon Signs Inc.

It is also recommended that the cost for the supply and the installation of the LED screen for an amount of \$53,833.42 plus HST be divided as follows according to:

- \$31,724.00 from the grant of "Ontario Revitalizing Main Streets", and;

- \$22,109.42 plus HST paid by the BIA.

Explanation, history, context

Following the grant received by the Town under the “Ontario Revitalizing Main Streets” Program, the BIA submitted the following projects to Council:

- Sound system for an amount of \$22,500.00;
- Purchase of garbage bins for an amount of \$16,800.00, and;
- Graphic designs for showcases for an amount of \$4,500.00.

Since last summer, several meetings were held to find the best solution for the sound system. The current system is no longer functional since the electrical wiring that connects the speakers to the streetlights is broken. Several options have been investigated from the installation of a tower to broadcast a FM frequency to an independent systems installed outside different buildings along Main Street.

Since the streetlights on Main Street are obsolete and broken and need to be replaced in a near future, the BIA decided to postpone the sound system project until the streetlights are replaced. At that time, we will be able to study different options available and choose the technology that meets our needs.

Therefore, the BIA decided to proceed with the phase 2 of its sign project by installing a second LED screen at the intersection of Main Street and Chenail Boulevard that will be visible for motorists heading south on Chenail Boulevard. This second screen will increase the revenue generated by the BIA when selling advertising. BIA's requested three bids from different companies for the initial sign in 2017. It is reasonable to retain the services of the company that supplied and installed the first screen in 2018. Section 2.2 of the procurement policy provides the most efficient and effective use of the Town's funds and Section 6.6 provides that the municipal council may order a specific purchase of a good or a service be made in a manner other than that provided in the policy. Therefore, in this matter, the deviation from the procurement policy is a justified and profitable business decision.

Impact on budget

The Town already has \$46,724.00 in its coffers. From this amount, \$31,724.00 will be used to pay the cost of the second LED screen, the balance will be paid by the BIA. The remaining amount of \$15,000.00 will cover the cost of garbage bins.

Relevant studies

n/a

Supporting document

n/a

Department(s) involved

n/a

Submitted and recommended by

Christine Groulx, Clerk – March 25, 2019

Comments of the Chief Administrative Officer

Daniel Gatien, CAO

Corporation de la ville de Hawkesbury

Recommandation au conseil

N° 2019-REC-28

N° de dossier:

Date de la réunion: 15 avril 2019

Objet: Politique d'investissement

Recommandation

Il est recommandé au conseil d'adopter la politique d'investissement présentée ci-joint.

Note explicative, historique, mise en situation

La ville de Hawkesbury s'efforce d'optimiser l'utilisation de ses liquidités dans les limites légales et afin de protéger et de préserver son capital, tout en maintenant sa solvabilité et ses liquidités pour faire face aux besoins financiers constants.

La gestion financière des flux de trésoreries deviendra un enjeu important avec l'implantation d'un plan financier à long-terme. Une bonne planification financière autant au niveau des liquidités que des dépenses permettra d'optimiser les ressources financières de la municipalité.

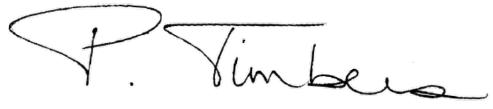
Incidence au budget

Études concernées

Documents de support

Service(s) impliqué(s)

Soumis et recommandé par



Philippe Timbers, trésorier

Commentaires du directeur général

Cette politique fait partie du plan d'affaires du service de finance. La politique proposé est une bonne base pour accorder la délégation au trésorier pour nos investissements futurs. Aussi, cette politique peut-être plus élaboré avec le temps.

Daniel Gatien, directeur général

Corporation of the Town of Hawkesbury

Recommendation to Council

N° 2019-REC-28

File N°:

Date of meeting: April 15th, 2019

Subject: Investment Policy

Recommendation

It is recommended to Council to adopt the following Investment Policy.

Explanation, history, context

The Corporation of the Town of Hawkesbury strives for the best utilization of its cash resources within statutory limitations and the basic need to protect and preserve capital, while maintaining solvency and liquidity to meet on-going financial requirements.

The financial management of cash flow will become an important issue with the implementation of a long-term financial plan. Good financial planning in term of both cash flow and expenses will optimize the financial resources of the municipality.

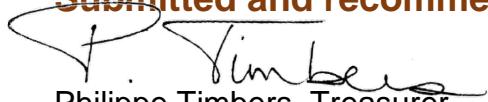
Impact on budget

Relevant studies

Supporting document

Department(s) involved

Submitted and recommended by



Philippe Timbers, Treasurer

Comments of the Chief Administrative Officer

Daniel Gatien, CAO



**Corporation of the
Town of Hawkesbury**

Policy N° :	SP-F-2019-XX
Subject :	Investment Policy
Service :	Finance

Policy Statement

The Corporation of the Town of Hawkesbury strives for the best utilization of its cash resources within statutory limitations and the basic need to protect and preserve capital, while maintaining solvency and liquidity to meet on-going financial requirements.

Purpose

The goal of the investment policy shall be to set out the guiding principals and establish a statement of the investment policies and goals for the purpose of investing public funds while meeting the related statutory requirements. This investment policy applies to all investments made on behalf of the Town including, but not limited to, operating funds, reserves and reserve funds, trusts funds and any new funds created by the Town unless otherwise specifically exempted. This Policy is not applicable to the Town's investment in business enterprise entities, such as Hawkesbury Hydro Inc.

Legislative and Administrative Authorities

- Section 418 of the Municipal Act, 2001
- Ontario Regulation 438/97, Eligible Investments and Related Financial Agreements, as amended

Guiding Principles

The municipality shall adhere to the following guiding principles in the consideration, purchase, disposal and administration of any municipality held investments:

Prepared by : Finance Department	By-law\Resolution N° : R-XX-19
Responsible : Treasurer	
Effective date : April 15th, 2019	
Replaces : N/A	

Page 1 de 6



**Corporation of the
Town of Hawkesbury**

Policy N° :	SP-F-2019-XX
Subject :	Investment Policy
Service :	Finance

a) Adhere to statutory requirements

All investment activities shall be in compliance with the relevant sections of any applicable legislation and related regulations.

b) Preservation of capital

Safety of principal is a primary objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

c) Liquidity

The investment portfolio shall remain sufficiently liquid to meet all operating or cash flow requirements and limit temporary borrowing requirements. Furthermore, since all possible cash demands cannot be anticipated, the portfolio shall consist largely of securities with active secondary or resale markets. A portion of the portfolio may also be placed in local government investment pools that offer liquidity for short-term funds.

d) Diversification

The portfolio shall be diversified by asset class, issuer type, credit rating and by term to the extent possible, given legal and regulatory constraints.

e) Yield

The municipality shall maximize the net rate of return earned on the investment portfolio, without compromising the other objectives listed previously. Investments are generally limited to relatively low risk securities in anticipation of earning a fair return relative to the assumed risk.

Prepared by : Finance Department	By-law\Resolution N° : R-XX-19
Responsible : Treasurer	
Effective date : April 15th, 2019	
Replaces : N/A	Page 2 de 6



**Corporation of the
Town of Hawkesbury**

Policy N° :	SP-F-2019-XX
Subject :	Investment Policy
Service :	Finance

f) Prudence

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, direction and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of capital as well as the probable income to be derived. Authorized employees acting in accordance with this policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes.

g) Delegation of Authority

The Treasurer has overall responsibility for the prudent investment of the municipality's portfolio.

h) Eligible Investments

In accordance with Ontario's Eligible Investments and Related Financial Agreements Regulation, the municipality is not authorized to invest in securities other than those listed in the Regulation.

i) Authorized Investment Dealers and Financial Institutions

The municipality will only enter into agreement with the following parties:

- i. Banks listed in Schedule I, II or III of the Bank Act (Canada);
- ii. A loan corporation or trust corporation registered under the Loan and Trust Corporations Act;
- iii. Federally or provincially regulated Credit Unions;
- iv. Investment Dealers members of the Responsible Investment Association ("RIA").

Prepared by : Finance Department	By-law\Resolution N° : R-XX-19
Responsible : Treasurer	
Effective date : April 15th, 2019	
Replaces : N/A	Page 3 de 6



Policy N° :	SP-F-2019-XX
Subject :	Investment Policy
Service :	Finance

j) Reporting

The Treasurer or designate shall submit an annual investment report to Council, together with the annual audited municipality financial statements. The investment report should include the following:

- i. A listing of investment portfolios held at the end of the reporting period;
- ii. A statement about the performance of the portfolio of investments of the municipality during the period covered by the report;
- iii. A statement by the Treasurer or designate as to whether or not, in his or her opinion, all investments were made in accordance with the investment policies and goals adopted by the municipality;
- iv. A record of the date of each portfolio transaction;
- v. Such other information that the Council may required or that, in the opinion of the Treasurer or designate, should be included.

The Treasurer or designate shall present in his monthly report to council, a summarized listing of all current and previous month investments portfolios.

k) Performance Benchmarks

The investment portfolio will be manage in accordance with the parameters specified within this policy. The portfolio should obtain a market average rate of return throughout budgetary and economic cycles that is commensurate with the investment risk constraints and cash flow needs of the municipality. Market yields should be higher than the rate given by the municipality's bank for the various bank accounts.

l) Market Value

The market value of the portfolio shall be calculated at least annually as at December 31st.

Prepared by : Finance Department	By-law\Resolution N° : R-XX-19
Responsible : Treasurer	
Effective date : April 15th, 2019	
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Policy N° :	SP-F-2019-XX
Subject :	Investment Policy
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m) Signing Authority

Transactions related to investments made by the municipality require staff approval by the Treasurer or designate. In the absence of that individual, staff approval may be given by the Deputy Treasurer or the CAO.

n) Maximum Maturities

To the extent possible, the municipality shall attempt to match investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the municipality will not directly invest in securities maturing more than ten (10) years from the date of purchase. Reserve and Trust funds with longer-term horizons may be invested in securities exceeding ten (10) years if the maturities of such investments are made to coincide as nearly as practicable with the expected use of the funds.

Roles and Responsibilities

Council

- Approve Investment Policy and subsequent amendments;
- Approve delegations to the Treasurer in relation to the investment activities;
- Ensure that all investments are made in accordance with this Policy and any legislated requirements.

Treasurer or designate

- Report investment activities to Council.

Prepared by : Finance Department	By-law\Resolution N° : R-XX-19
Responsible : Treasurer	
Effective date : April 15th, 2019	
Replaces : N/A	

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**Corporation of the
Town of Hawkesbury**

Policy N° :	SP-F-2019-XX
Subject :	Investment Policy
Service :	Finance

- The Treasurer is responsible for administering the prudent investment of the Municipality's portfolio and to ensure that all investments are made in accordance with this Policy and any legislated requirements;
- Establish appropriate systems of internal control, procedures, and reporting practices to support investment activities;
- Executes and signs documents on behalf of the municipality and supervise all other related acts in the day-to-day operation of the investment and cash management program;

Prepared by : Finance Department	By-law\Resolution N° : R-XX-19
Responsible : Treasurer	
Effective date : April 15th, 2019	
Replaces : N/A	

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Corporation de la ville de Hawkesbury

Recommandation au conseil

N° REC-2019-29

N° de dossier :

Date de la réunion : 15 avril 2019

Objet : Création d'un comité citoyen loisirs et évènements

Recommandation

ATTENDU qu'aucun comité de consultation en matière de loisirs et évènements n'est mis en place présentement

ATTENDU qui n'y a aucun autre moyen de consultation auprès des citoyens en matière des activités récréatives et des événements.

ET ATTENDU que le comité citoyen loisirs et évènements interviendrait à titre de comité consultatif et en n'aucun cas à titre de comité décisionnel.

Il est recommandé au Conseil de créer un comité citoyen de consultation en matière de loisirs et évènements.

Note explicative, historique, mise en situation

Lors du 150^e anniversaire du Canada, une invitation a été lancée aux citoyens afin de créer un comité de consultation pour les festivités entourant la Fête du Canada. Suite à plusieurs invitations et publications, il n'y a eu aucune participation citoyenne.

Lors de la fête du Canada 2018, l'administration a sondé la population via Facebook afin de savoir quels artistes la population aimerait-elle voir performer le 1^{er} juillet. Les citoyens ont fait part de leur satisfaction d'avoir été consulté et les plaintes ont été moins nombreuses étant donné que c'était une décision citoyenne.

Suite à ces témoignages de satisfaction, le Service de loisirs et du tourisme croit qu'un comité citoyen en matière de loisirs et évènements pourrait améliorer la vision qu'ont les citoyens de la prise de décisions municipales et l'implication bénévole.

Les objectifs de ce comité seraient de :

- Améliorer la santé physique, mentale et spirituelle des résidents à travers la mise en place d'activités adaptées aux intérêts de la population;
- Reconnaître et promouvoir le bénévolat communautaire;
- Mettre en place un groupe de discussion et un moyen de communication efficace entre les organisations, les citoyens et la Ville;
- Identifier des nouvelles activités et évènements qui répondent aux besoins des citoyens.

La mission de ce comité serait d'apporter une perspective différente et des idées à l'attention du Conseil et de l'administration. De plus, le comité citoyen serait appelé à aider et prêter main forte lors des activités en tant que bénévoles.

Le Comité Citoyen Loisirs et Évènements serait invité à se rencontrer 4 fois par année et serait composé de 7 à 9 membres de la communauté incluant un conseiller municipal et un ou deux membres du Service des loisirs et du tourisme.

Autres options à la recommandation :

- Que la population ne soit sondée que via Facebook
- Que la population ne soit pas sondée du tout

Incidence au budget

Aucune

Études concernées

Aucune

Documents de support

Aucun

Service(s) impliqué(s)

Loisirs et tourisme

Soumis et recommandé par



Nicole Trudeau, directrice des loisirs et du tourisme – 29 mars 2019

Commentaires du directeur général

Daniel Gatien, directeur général

Corporation of the Town of Hawkesbury

Recommendation to Council

N° REC-2019-29

File N°:

Date of meeting: April 15, 2019

Subject: Creation of a Recreation and Events Citizens' Committee

Recommendation

WHEREAS the Town of Hawkesbury currently does not have a consultative committee in regards to Recreation and Events;

WHEREAS there are no other means to consult citizens regarding recreational activities and events;

AND WHEREAS the Recreation and Events Citizens' Committee would act in a consultative matter and would not be a decision-making committee;

It is recommended to Council to create a Recreation and Events Citizens' Committee.

Explanation, history, context

During Canada's 150th Anniversary, we invited citizens to create a consultative committee for Canada Day Celebrations. Although there were multiple invitations and public advertisements made, there was no citizen involvement.

For Canada Day 2018, the Recreation and Tourism Department surveyed the population regarding the choice of artists for the July 1st performances. Citizens were pleased to be consulted and there were fewer complaints given that they were given some decision-making power.

Given the positive results of the informal citizen consultation, the Recreation and Tourism Department believes that a citizens' committee will help improve the vision citizens currently have regarding municipal decision-making and also have a positive impact on volunteerism.

The goals of the committee are the following:

- Improve the physical, mental and spiritual health of citizens through the implementation of activities that respond to the population's interests.

- Acknowledge and promote community volunteerism.
- Set-up a discussion groups and an effective means of communication between the organizations, the citizens and the Town.
- Identify new activities and events that respond to the citizens' needs.

The committee's mission will be to bring a new perspective and ideas to the Council and the administration of the Town of Hawkesbury. In addition, the citizens' committee will be called upon to volunteer during activities.

The Recreation and Events Citizens' Committee will meet four (4) times a year and will be composed of 7 to 9 members of the community, including one municipal councillor and one or two Recreation and Tourism Department members.

Other options :

- That the citizens only be surveyed through Facebook
- That the citizens not be surveyed at all

Impact on budget

None

Relevant studies

None

Supporting document

None

Department(s) involved

Recreation and Tourism

Submitted and recommended by

 Nicole Trudeau, Recreation and Tourism Director – March 29, 2019

Comments of the Chief Administrative Officer

Daniel Gatien, CAO

Corporation de la ville de Hawkesbury

Recommandation au conseil

N° 2019-REC-32

N° de dossier: F11-94

Date de la réunion: Le 25 avril 2019

Objet: Programme d'Infrastructure Investir dans le Canada : Volets rural et nordique

Recommandation

ATTENDU que le 14 mars dernier, les gouvernements du Canada et de l'Ontario annonçaient la signature d'une entente bilatérale qui prévoit plus de 11,8 milliards de dollars à des projets d'infrastructure au cours des 10 prochaines années; et

ATTENDU que les fonds seront répartis entre les quatre volets, soient :

- Transport en commun
- Infrastructures vertes
- Infrastructures communautaires, culturelles et récréatives
- Collectivité rurale et nordique. et

ATTENDU que le volet Collectivité rurale et nordique est ouvert pour la première fois du 18 mars au 14 mai 2019 à recevoir des demandes pour l'année 2019; et

ATTENDU que le programme a récemment été déployé par le gouvernement du Canada et de l'Ontario et que certains des aspects de la demande nous sont encore peu familiers; et

ATTENDU que l'administration souhaite maximiser le temps disponible avant la fermeture du programme;

Il est recommandé au conseil qu'il soit laissé à l'administration le soin de choisir le projet cadrant le mieux avec les critères d'admissibilités du programme et que celui-ci soit soumis pour financement; entre autres :

1. La réhabilitation du pont Cécile situé à l'intersection des rues Main et McGill;
2. L'installation d'un feu de circulation ou la construction d'un carrefour giratoire à l'intersection des rues Cameron, Amoco et Siversky.

Note explicative, historique, mise en situation

Mise en situation

Par l'entremise du Programme d'infrastructure Investir dans le Canada (PIIC), le gouvernement fédéral offre 11,8 milliards de dollars de financement fédéral en infrastructures pour des projets à frais partagés dans l'un des quatre volets suivants :

- Transport en commun
- Infrastructures vertes
- Infrastructures communautaires, culturelles et récréatives
- Collectivités rurales et nordiques

La province de l'Ontario est partie prenante à ces programmes dans le cadre d'un partage des coûts. L'Ontario privilégie les priorités des collectivités petites, rurales et du Nord en matière de transport dans l'examen des demandes soumises cette année.

Le volet Infrastructures des collectivités rurales et nordiques appuie des projets qui améliorent la qualité de vie dans des collectivités rurales et nordiques en répondant aux priorités en matière d'infrastructures rurales et nordiques. Environ 250 millions de dollars en financement fédéral seront disponibles sur 10 ans à compter de 2018-2019. La province déployera le financement par vagues successives.

L'objectif privilégié actuellement dans l'examen des demandes est d'accomplir ce qui suit :

- Appuyer l'amélioration et/ou la fiabilisation de routes
- Appuyer l'amélioration et/ou la fiabilisation de ponts
- Appuyer l'amélioration et/ou la fiabilisation d'infrastructures aériennes
- Appuyer l'amélioration et/ou la fiabilisation d'infrastructures maritimes

De plus, l'objectif privilégié actuellement dans l'examen des demandes visées des projets d'amélioration des transports à court terme.

Finalement, il est à noter que le financement offert par les deux paliers gouvernementaux est un processus concurrentiel.

Projets admissibles

Tout projet admissible doit inclure un volet d'immobilisation. De plus, un projet peut inclure des travaux de planification et de conception à condition que ceux-ci soient directement reliés au projet en questions.

Les types d'actifs admissibles sont les suivants :

- Routes;
- Ponts;
- Infrastructures aériennes;
- Infrastructures maritimes.

Les types de projets admissibles sont les suivants :

- Nouvelles constructions;
- Remises à neuf;
- Travaux de remplacement.

Le projet soumis peut également inclure d'autres travaux d'immobilisation. Par exemple, des travaux au système d'eau potable, d'eaux usées ou pluviales. Cependant, les coûts associés à ces travaux ne seront pas admissibles pour le financement puisqu'ils ne rencontrent pas les exigences fédérales.

Les participants éligibles à soumettre une demande de financement sont limités à une seule soumission de projet.

Les projets sont évalués par la province et désignés pour l'évaluation et l'approbation du gouvernement fédéral. La désignation des projets par le gouvernement provincial ne garantit pas l'approbation du financement par le gouvernement fédéral.

Échéanciers

Les demandes et toute la documentation de soutien doivent être envoyées par l'intermédiaire du portail de Subventions Ontario au plus tard à 23 h 59 (HAE) le 14 mai 2019.

La province avertira les demandeurs si leur projet a été retenu pour être soumis au gouvernement fédéral, en vue de son évaluation et d'une approbation à l'été 2019 (approximativement).

Les demandeurs seront avisés de la décision du gouvernement fédéral durant l'été ou l'automne 2019 (approximativement).

Les projets doivent être terminés au plus tard le 31 octobre 2026.

Critères d'évaluation

La province évaluera les projets et les classera par ordre de priorité aux fins de nomination et de financement par le gouvernement fédéral, selon les critères suivants :

- Critère 1 : Gravité du risque pour la santé et/ou la sécurité
- Critère 2 : Qualité technique du projet proposé
- Critère 3 : Besoins financiers pour le projet proposé
- Critère 4 : Économies résultant de projets conjoints

Liste de projets

La Ville compte une longue liste de projet d'envergure. Cependant, la majorité de ces projets implique des travaux associés à l'eau potable et/ou aux eaux usées et pluviales. Ceux-ci ne sont pas admissibles pour le financement.

En ce qui a trait aux routes, encore une fois, la Ville a une longue liste de projets de réfection. Toutefois, ceux-ci ne sont pas reliés à des problèmes de collision et/ou de sécurité automobile, mais bien à la condition de la chaussé ce qui ne rencontre pas les exigences du programme.

Cependant, de ces listes exhaustives, deux projets rencontrent en majorité les critères d'admissibilité :

1. La réhabilitation du pont Cécile situé à l'intersection des rues Main et McGill;
2. La construction signalisation (feu de circulation) ou la construction d'un carrefour giratoire à l'intersection des rues Cameron, Amoco et Siversky.

Description des projets

1. La réhabilitation du pont Cécile situé à l'intersection des rues Main et McGill :

Suite aux inspections bisannuelles « OSIM » il a été déterminé en 2015 que des travaux de réhabilitation du pont sont nécessaires. Par ailleurs, un relevé détaillé du pont, complété lui aussi en 2015 révèle l'envergure des travaux.

- Réhabilitation des barres d'armatures;
- Réhabilitation du béton à une profondeur partielle;
- Imperméabilisation du tablier du pont;
- Reconstruction des trottoirs; et
- Mise à niveau des glissières de sécurité nord et sud.

2. L'installation d'un feu de circulation ou la construction d'un carrefour giratoire à l'intersection des rues Cameron, Amoco et Siversky.

En 2018, la Ville a mandaté la firme Castleglenn pour effectuer une évaluation d'impact de la circulation de l'intersection des rues Cameron, Amoco et Siversky. Cette étude récemment complétée conclut qu'un feu de circulation est requis à cette intersection. Le consultant propose aussi la construction d'un carrefour giratoire comme autre option. Le carrefour giratoire permet d'assurer un niveau de service plus élevé qu'un feu de circulation et permet aussi de réduire les coûts d'entretien et de remplacement associés avec un l'installation d'un feu de circulation.

Afin que ce projet voit le jour, d'autres études et consultations publiques sont nécessaires puisque celui-ci rencontre les exigences pour compléter un « Municipal Class Environmental Assessment » « Schedule B » ou « Schedule C ». Ces études dispendieuses sont admissibles selon le programme PIIC.

Soumission de la demande

Puisque le programme a récemment été déployé par le gouvernement du Canada et de l'Ontario et que certains des aspects de la demande nous sont encore peu familiers. Et dans le but de maximiser le temps disponible avant la fermeture du programme. Nous recommandons au Conseil qu'il soit laissé à l'administration le soin de choisir le projet entre les deux présenté à l'intérieur de cette recommandation, cadrent le mieux avec les critères d'admissibilités du programme et que celui-ci soit soumis.

Incidence au budget

Financement

Le coût total maximal admissible pour chaque projet présenté par un demandeur est de 5 millions de dollars.

Le partage des coûts basé sur la taille de la population de la ville de Hawkesbury et le maximum du financement alloué est comme suit :

- Gouvernement fédéral : 50,00%
- Gouvernement provincial : 33,33%
- Municipalité : 16,67%

Budget

Il est encore tôt dans le processus de planification pour pouvoir clairement identifier des budgets pour les deux projets présentés ci-haut. Cependant, il est facilement envisageable que ces projets requièrent un budget de 1 à 2 millions de dollars chacun.

Incidence au budget

Tel que décrit dans le document des lignes directrices du programme de financement des collectivités rurales et nordiques, le financement maximal qu'une municipalité puisse faire demande est de 83,33%. Ceci signifie que la Ville serait responsable pour financer au minimum 166,700 \$ à 333,400 \$ en se basant sur les budgets mentionnés à la section précédente.

Études concernées

- Relevé détailler du pont Cécile - 2015
- Évaluation d'impact de la circulation de l'intersection des rues Cameron, Amoco et Siversky - 2018

Documents de support

s/o

Service(s) impliqué(s)

- Services techniques;
- Services des finances.

Soumis et recommandé par



Guillaume Boudrias, Gestionnaire de projets, génie civil

4 avril 2019

Commentaires du directeur général

Daniel Gatien, directeur général

Corporation of the Town of Hawkesbury

Recommendation to Council

N° 2019-REC-32

File N°: F11-94

Date of meeting: April 25, 2019

Subject: Investing in Canada Infrastructure Program: Rural & Northern Stream

Recommendation

WHEREAS on March 14, the governments of Canada and Ontario announced the signing of a bilateral agreement that provides more than \$ 11.8 billion towards infrastructure projects over the next 10 years; and

WHEREAS the funds will be divided between the four components, namely:

- Public Transit
- Green Infrastructure
- Community, Culture and Recreation
- Rural and Northern Communities, and

WHEREAS the Rural and Northern Communities Component is open for the first time from March 18 to May 14, 2019 to receive applications for the year 2019; and

WHEREAS the program was recently announced by the Government of Canada and Ontario and some aspects of the application are still unfamiliar to us; and

WHEREAS the administration wishes to maximize the time available before the program deadline;

It is recommended to Council that it be to the discretion of the administration to select the project that best fits the eligibility criteria of the program and that the preferred project be submitted for funding; namely :

1. Rehabilitation of Cécile Bridge located at the intersection of Main and McGill Streets;
2. The installation of a traffic light or the construction of a roundabout at the intersection of Cameron, Amoco and Siversky Streets.

Explanation, history, context

Context

Through the Invest in Canada Infrastructure Program (ICIP), the federal government is providing \$ 11.8 billion in federal infrastructure funding to cost-share projects under the following four streams:

- Public Transit
- Green Infrastructure
- Community, Culture and Recreation
- Rural and Northern Communities

The Province of Ontario is a cost-sharing partner in these programs. Under this intake of the Rural and Northern Communities Funding Stream, Ontario is supporting transportation priorities of small, rural and northern communities.

The Rural and Northern Communities Infrastructure Funding Stream supports projects that improve the quality of life in rural and northern communities by responding to rural and northern infrastructure priorities. Approximately \$250 million in federal funding will be available over 10 years beginning in 2018-19. The province will roll out the funding through multiple intakes.

The objective of the current intake is to:

- Support improved and / or more reliable road assets
- Support improved and / or more reliable bridge assets
- Support improved and / or more reliable air infrastructure assets
- Support improved and / or more reliable of maritime infrastructure assets

In addition, the current intake targets near-term transportation improvement projects.

Finally, it should be noted that the funding offered by both levels of government is a competitive process.

Eligible projects

All eligible projects must include a capital component. In addition, a project may include pre-construction planning and design work provided that it is directly related to the project in question.

Eligible asset type:

- Roads;
- Bridges;
- Air infrastructure;
- Marine infrastructure.

Eligible project types:

- New constructions;
- Rehabilitation; or
- Replacement work.

The submitted project may also include other capital works. For example, work on drinking water, wastewater or stormwater systems. However, costs associated with ineligible asset work will not be eligible for funding, as it does not meet the federal requirements.

Each eligible applicant can submit a maximum of one project submission.

Projects will be assessed by the province and nominated for federal review and approval. The nomination to the federal government does not guarantee the funding approval.

Timelines

Applications and all supporting documentation must be submitted through Grants Ontario portal no later than 11:59 pm (EDT) on May 14th, 2019.

The province will notify applicants if their project has been selected for nomination to the federal government for review and approval in the summer of 2019 (approximately).

Applicants will be notified of the federal government's decision in the summer or fall of 2019 (approximately).

Projects must be completed by October 31, 2026.

Evaluation criteria

The Province will evaluate and prioritize projects for nomination and funding by the federal government based on the following criteria:

- Criterion 1: Criticality of health and / or safety risk
- Criterion 2: Technical merit of the proposed project
- Criterion 3: Funding need for the Proposed Project
- Criterion 4: Savings from Joint Projects

List of projects

The Town has a long list of major projects. However, the majority of these projects involve works related to drinking water and / or wastewater and stormwater. These assets are not eligible for funding.

Regarding the road network, the Town has a long list of rehabilitation projects. However, these are not related to collision problems and / or road safety but to the condition of the pavement, which does not meet the requirements of the program.

However, of these exhaustive lists, two projects meet most of the eligibility criteria:

1. Rehabilitation of the Cécile Bridge located at the intersection of Main and McGill Streets;
2. Installation of a traffic light or construction of a roundabout at the intersection of Cameron, Amoco and Siversky Streets.

Project Descriptions

1. The rehabilitation of the Cécile Bridge located at the intersection of Main and McGill streets:

Following the biannual OSIM inspection, it was determined in 2015 that bridge rehabilitation works are needed. In addition, a detailed report of the bridge, also completed in 2015 reveals the required scope of work.

- Rehabilitation of reinforcing steel;
- Partial depth concrete repairs;
- Deck overlay;
- Reconstruction of sidewalks; and
- North and South guardrail upgrades.

2. The installation of a traffic light or the construction of a roundabout at the intersection of Cameron, Amoco and Siversky Streets.

In 2018, the Town mandated Castleglenn to conduct a traffic impact assessment of the intersection of Cameron, Amoco and Siversky Streets. This recently completed study concludes that a traffic light is required at this intersection. The consultant also proposes the construction of a roundabout as another option. The roundabout provides a higher level of service than a traffic light and also reduces maintenance and replacement costs associated with the installation of a traffic light.

In order to make this project a reality, further studies and public consultations are necessary since it meets the requirements to complete a Municipal Class Environmental Assessment - Schedule B or Schedule C. These expensive studies are eligible to be funded under the ICIP.

Submission of the application

Since the program has recently been rolled-out by the Government of Canada and Ontario and some aspects of the application are still unfamiliar to us, we recommend to Council that it be left to the administration to choose the project between the two

presented within this recommendation, which best fits the eligibility criteria of the program and be submitted.

Impact on budget

Funding

The maximum total eligible cost per project for a single applicant is \$ 5 million.

The cost sharing between all three parties based on the population size of the Town of Hawkesbury and the maximum funding allocated is as follows:

- Federal Government: 50.00%
- Provincial Government: 33.33%
- Municipality: 16.67%

Budget

It is still early in the planning process to be able to clearly identify budgets for the two projects presented above. However, it is easily conceivable that these projects require a budget of 1 to 2 million dollars each.

Budget impact

As outlined in the Rural and Northern Communities Funding Program Guidelines, the maximum funding a municipality can request is 83.33%. This means that the Town would be responsible for funding at least \$ 166,700 to \$ 333,400 based on the budgets mentioned in the previous section.

Relevant studies

- Detailed Bridge Condition Survey of the Cécile Bridge - 2015
- Traffic Impact Assessment of Cameron, Amoco and Siversky Streets - 2018

Supporting document

N/A

Department(s) involved

Finance and Technical services

Submitted and recommended byA handwritten signature in blue ink, appearing to read "Boudrias".

Guillaume Boudrias, Project Manager, Civil Engineering

April 4, 2019

Comments of the Chief Administrative Officer

Daniel Gatien, CAO

Corporation de la ville de Hawkesbury

Recommandation au conseil

N° 2019-REC-30

N° de dossier :

Date de la réunion : 15 avril 2019

Objet : Rapport Sommaire & Annuel sur la qualité de l'eau pour 2018

Recommandation

ATTENDU tel qu'exigé par la réglementation sur la Salubrité de l'Eau Potable de l'Ontario 170/03;

Qu'il soit résolu que le Conseil reçoive le rapport sommaire et le rapport annuel sur la qualité de l'eau pour l'année 2018.

Note explicative, historique, mise en situation

Conformément à la réglementation no 170/03, la municipalité doit procéder à la préparation d'un rapport sommaire et d'un rapport annuel sur la qualité de l'eau pour l'année 2018. Ce rapport doit être soumis au Conseil municipal de la Ville de Hawkesbury.

Le rapport sommaire doit comprendre l'information suivante :

1. Une liste des exigences de la loi, des règlements et des autorisations et toute ordonnance émise pendant l'année concernant le système d'eau;
2. Une liste de toute mesure corrective entreprise;
3. Un rapport sur les quantités et les taux d'écoulement d'eau, incluant la moyenne mensuelle et les taux maximum par jour;
4. une comparaison de la capacité nominale et des taux d'écoulement approuvés dans l'autorisation pour le système.

Le Service de l'environnement a donc procédé à la préparation du rapport sommaire et du rapport annuel sur la qualité de l'eau pour l'année 2018 tel que demandé par la réglementation 170/03 et une copie a été soumise au Ministère de l'environnement.

De plus, les rapports sommaire et annuel ont été publiés sur le site web, à la bibliothèque, et au bureau des services techniques de la municipalité, un avis a été placé dans les journaux locaux pour informer la population de la disponibilité des rapports et une copie des rapports a été envoyée au Canton de Champlain.

Incidence au budget

aucune

Études concernées

aucune

Documents de support

Rapport Sommaire et rapport Annuel sur la qualité de l'eau pour 2018.

Service(s) impliqué(s)

Services environnementaux

Soumis et recommandé par

Martin Perron

Martin Perron, Surintendant service de l'environnement – 3 avril, 2019

Commentaires du directeur général

Aucun

Corporation of the Town of Hawkesbury

Recommendation to Council

N° 2019-REC-30

File N°:

Date of meeting: April 15th, 2019

Subject: 2018 Waterworks Summary and Annual report

Recommendation

WHEREAS as required by the Ontario 170/03 Safe Drinking Water Act regulation
Be it resolved that the municipal council receive the 2018 Waterworks Summary and
Annual report.

Explanation, history, context

Under O.Reg. 170/03, the municipality must prepare a Waterworks Summary Report and a Waterworks Annual Report for the year 2018. Said reports must be presented to the Municipal Council of the Town of Hawkesbury.

The summary report must contain the following information:

1. A list of the requirements of the act, the regulations and approvals and any other order issued during the year concerning the waterworks system;
2. A list of any corrective measure taken;
3. A report on the capacities and flow rates, including monthly averages and maximum daily rates.
4. A comparison of the rated capacities and flow rates approved in the system's approval.

The Waterworks Department has prepared the 2018 Waterworks Summary and Annual reports as required under O.Reg. 170/03 and a copy was submitted to the Ministry of the Environment.

In addition, the summary and annual reports were published on the municipality's web site, the library and technical services office, a notice was published in the local newspapers to advise the population of the availability of said reports and a copy of the reports was forwarded to the Township of Champlain.

Impact on budget

none

Relevant studies

none

Supporting document

2018 Waterworks Summary and Annual report.

Department(s) involved

Environmental service

Submitted and recommended by

Martin Perron

Martin Perron, Environmental Service Superintendent, April 3rd, 2019

Comments of the Chief Administrative Officer

No comment.

RAPPORT ANNUEL 2018

Numéro du réseau d'eau potable :

Numéro du réseau d'eau potable :	220002832 (OAP-177)
Nom du réseau d'eau potable :	HAWKESBURY DRINKING WATER SYSTEM
Propriétaire du réseau d'eau potable :	LA CORPORATION DE LA VILLE D'HAWKESBURY
Catégorie du réseau d'eau potable :	Gros Réseaux Résidentiels Municipaux
Période visée :	1 ER JANVIER 2018 AU 31 DÉCEMBRE 2018

Remplissez les cases si votre catégorie est celle d'un gros réseau résidentiel municipal ou d'un petit réseau résidentiel municipal.

Votre réseau d'eau potable dessert-il plus de 10 000 personnes? Oui [✓] Non []

Votre rapport annuel est-il accessible sans frais au public, sur un site Web de l'Internet?

Oui [✓] Non []

Lieu où l'on pourra accéder, aux fins d'inspection, au rapport sommaire requis en vertu de l'annexe 22 du Règl. de l'Ont. 170/03.

-SERVICES TECHNIQUES

-LIBRAIRIE PUBLIQUE D'HAWKESBURY

-SITE WEB : WWW.HAWKESBURY.CA

-CANTON DE CHAMPLAIN

Remplissez les cases pour toutes les autres catégories.

Nombre d'établissements désignés desservis :

--

Avez-vous fourni un exemplaire de votre rapport annuel à tous les établissements désignés que vous desservez?

Oui [] Non []

Nombre d'autorités compétentes dont vous relevez :

--

Avez-vous fourni un exemplaire de votre rapport annuel à tous les établissements compétents dont vous relevez pour chacun des établissements désignés?

Oui [] Non []

Énumérez tous les réseaux d'eau potable (le cas échéant) qui reçoivent de votre réseau toute leur eau potable :

Nom du réseau d'eau potable	Numéro du réseau d'eau potable
Canton de Champlain (l'Orignal)	260037102
Canton de Champlain (Parc Laurentien)	260002395
Canton de Champlain (Vankleek Hill)	260090012



Avez-vous fourni un exemplaire de votre rapport annuel à tous les propriétaires de réseaux d'eau potable qui sont raccordés à votre installation et à qui vous fournissez toute leur eau potable?

Oui Non

Indiquez comment vous avez informé les usagers du réseau que votre rapport était disponible :

- Accès public/avis communiqué par le Web
 Accès public/avis communiqué par un bureau du gouvernement
 Accès public/avis communiqué par journal
 Accès public/avis communiqué par demande de renseignements du public
 Accès public/avis communiqué par une bibliothèque publique
 Accès public/avis communiqué par une autre méthode _____

Décrivez votre réseau d'eau potable :

Notre usine d'eau potable dessert actuellement une population de 10 854 dans Hawkesbury et une population approximativement de 3 400 dans le Canton de Champlain. Selon son plan officiel, tout le développement de la ville est équipé de services municipaux d'eau potable et d'égout. L'eau potable est fournie par l'usine de filtration, qui est opéré par la municipalité, et les eaux usées sont traitées à l'usine d'épuration qui est également opéré par la municipalité.

Notre usine de filtration d'eau potable est située au 670 Main Ouest à Hawkesbury, Ontario. L'usine a été construite en 1953 et a été amélioré en 1996-1997. La mise à niveau et l'expansion du système ont consisté principalement aux travaux suivants :

- Construction et intégration d'une deuxième unité de sédimentation avec la tuyauterie, les commandes, etc.....
- Construction et intégration d'un deuxième réservoir de stockage souterrain de l'eau potable (2760 m³) avec la tuyauterie, les commandes, etc.....
- Construction d'un nouveau réservoir de décantation pour les boues.
- Installation d'une nouvelle pompe Hi-lift.
- Installation d'un nouveau système de commande (SCADA).

Nous avons également un réservoir (château d'eau) de 5.454 m³ dans notre système de distribution situé sur la rue Spence dans Hawkesbury.

Énumérez tous les produits chimiques de traitement des eaux utilisés pendant la période visée :

- Sulfate d'aluminium (Pas-8)
- Alun
- Chlore gazeux
- Silicate de Sodium
- Aluminate de Sodium
- Acide Fluosilique (Fluor)
- Chaux
- Zinc Orthophosphate

Y a-t-il eu d'importantes dépenses engagées pour :

- [] installer l'équipement requis?
 [] réparer l'équipement requis?
 [v] remplacer l'équipement requis?

Veuillez fournir une brève description et la répartition des dépenses pécuniaires engagées.

PRINCIPALES DÉPENSES DE L'USINE DE FILTRATION D'EAU	
Description	Coût
Variateur électronique de vitesse pour pompe à eau à haute pression	8,609.64 \$
Débitmètre portatif	3,294.00\$
Boîtier de commande pour 3 moteurs diesel	20,000.00\$
Remplacement de contrôleur logique programmable (CLP)	9,809.08 \$

PRINCIPALES DÉPENSES - DISTRIBUTION DE L'EAU	
Rue Cécile : Nouveau service d'eau résidentiel	
Rue Regent : Nouvelle installation de canalisation d'eau principale et nouveau service d'eau résidentiel	
Rue Bon Pasteur : Nouvelle installation de canalisation d'eau principale	

Donnez des détails sur les avis soumis conformément au paragraphe 18(1) de la *Loi sur la salubrité de l'eau potable* ou à l'article 16-4 de l'annexe 16 du Règl. de l'Ont.170/03 et signalés au Centre d'intervention en cas de déversement :

Date de l'incident	Paramètre	Résultat	Unité de mesure	Mesure corrective	Date de la mesure corrective
Aucun					

Analyse microbiologique effectuée pendant la période visée en vertu des annexes 10, 11 ou 12 du règlement 170/03 :

	Nombre d'échantillons	Gamme de résultats avec E. Coli ou matières fécales (n ^{bre} min) - (n ^{bre} max)	Gamme de résultats des coliformes totaux (n ^{bre} min) - (n ^{bre} max)	Nombre d'échantillons soumis à la NBH (numération des bactéries hétérotrophes)	Gamme de résultats touchant la NBH (n ^{bre} min) - (n ^{bre} max)
Brute	51	(0) – (62)	(2) – (1680)	51	(16) – (2040)
Traitée	51	(0) – (0)	(0) – (0)	49	(2) – (16)
Distribution	350	(0) – (0)	(0) – (0)	144	(2) - (118)

Analyse d'exploitation effectuée en vertu de l'annexe 7, 8 ou 9 du règlement 170/03 pendant la période visée par le présent rapport annuel :

	Nombre d'échantillons instantanés	Gamme de résultats (n ^{bre} min) - (n ^{bre} max)
Turbidité	8760	(0.09) – (0.32) NTU
Chlore	8760	(0.54) – (1.29)
Fluorure	8760	(0.01) – (0.82)

Résumé des analyses et échantillonnages additionnels effectués conformément aux exigences d'un agrément, d'une ordonnance ou d'un autre instrument légal :

Date en vigueur	Paramètre	Date d'échantillonage	Résultat	Unité de mesure
25 avril 2005	Solide total en suspension	1 /mois	(3) – (10)	mg/L

Résumé des paramètres inorganiques analysés pendant la présente période visée ou résultats d'échantillonnage les plus récents :

Paramètre	Date d'échantillon	Valeur résultats	Unité de mesure	Dépassement
Antimoine	11 septembre 2018	< 0.0001	mg/L	Non
Arsenic	11 septembre 2018	0.0003	mg/L	Non
Baryum	11 septembre 2018	0.010	mg/L	Non
Bore	11 septembre 2018	0.005	mg/L	Non
Cadmium	11 septembre 2018	< 0.000015	mg/L	Non
Chrome	11 septembre 2018	< 0.002	mg/L	Non
Mercure	11 septembre 2018	< 0.00002	mg/L	Non
Sélénium	11 septembre 2018	< 0.001	mg/L	Non
Sodium	29 Mars 2016	7.5	mg/L	Non
Uranium	11 septembre 2018	< 0.00005	mg/L	Non
Nitrite	1 octobre 2018	< 0.1	mg/L	Non
Nitrate	1 octobre 2018	0.2	mg/L	Non

* s'applique seulement aux réseaux d'eau potable en vertu d'annexe 15.2 : les gros réseaux non résidentiels municipaux; les petits réseaux non résidentiels municipaux; les réseaux résidentiels saisonniers non municipaux; les gros réseaux non résidentiels et non municipaux; les petits réseaux non résidentiels et non municipaux.

Résumé d'analyse de plomb effectuée pendant la période visée en vertu d'annexe 15.1.

(L'annexe 15.1 s'applique aux réseaux d'eau potable suivants : les gros réseaux résidentiels municipaux; les petits réseaux résidentiels municipaux; les réseaux résidentiels toutes saisons non municipaux)

Location	Nombre d'échantillons	Gamme de résultats (n ^{bre} min) - (n ^{bre} max)	Nombre de dépassements
Plomberie	6	(< 0.00002) – (0.00407)	aucun
Distribution	8	(< 0.00003) – (0.00019)	aucun

Résumé des paramètres organiques prélevés pendant la période visée ou résultats d'échantillonnage les plus récents :

Paramètre	Date d'échantillon	Valeur résultats	Unité de mesure	Dépassement
Alachlore	11 septembre 2018	< 0.3	µg /L	Non
Atrazine + métabolites N-déalkylés	11 septembre 2018	< 0.5	µg /L	Non
Azinphos-méthyl	11 septembre 2018	< 1	µg /L	Non
Benzène	11 septembre 2018	< 0.5	µg /L	Non
Benzo(a)pyrène	11 septembre 2018	< 0.005	µg /L	Non
Bromoxynil	11 septembre 2018	< 0.3	µg /L	Non
Carbaryl	11 septembre 2018	< 3	µg /L	Non
Carbofurane	11 septembre 2018	< 1	µg /L	Non
Tétrachlorure de carbone	11 septembre 2018	< 0.2	µg /L	Non
Chlorpyrifos	11 septembre 2018	< 0.5	µg /L	Non
Diazinon	11 septembre 2018	< 1	µg /L	Non
Dicamba	11 septembre 2018	< 5	µg /L	Non
Dichloro-1,2-benzène	11 septembre 2018	< 0.1	µg /L	Non
Dichloro-1,4-benzène	11 septembre 2018	< 0.2	µg /L	Non
Dichloro-1,2 éthane	11 septembre 2018	< 0.1	µg /L	Non
Dichloro-1,1 éthylène (chlorure de vinylidène)	11 septembre 2018	< 0.1	µg /L	Non
Dichlorométhane	11 septembre 2018	< 0.3	µg /L	Non
2-4 Dichlorophénol	11 septembre 2018	< 0.1	µg /L	Non
Acide dichloro-2,4 phénoxyacétique (2,4-D)	11 septembre 2018	< 5	µg /L	Non
Diclofop-méthyl	11 septembre 2018	< 0.5	µg /L	Non
Diméthoate	11 septembre 2018	< 1	µg /L	Non
Diquat	11 septembre 2018	< 5	µg /L	Non
Diuron	11 septembre 2018	< 5	µg /L	Non
Glyphosate	11 septembre 2018	< 25	µg /L	Non

Malathion	11 septembre 2018	< 5	µg /L	Non
MCPA	11 septembre 2018	< 0.00012	mg/L	Non
Métolachlore	11 septembre 2018	< 3	µg /L	Non
Métribuzine	11 septembre 2018	< 3	µg /L	Non
Monochlorobenzène	11 septembre 2018	< 0.2	µg /L	Non
Paraquat	11 septembre 2018	< 1	µg /L	Non
Pentachlorophénol	11 septembre 2018	< 0.1	µg /L	Non
Phorate	11 septembre 2018	< 0.3	µg /L	Non
Piclorame	11 septembre 2018	< 5	µg /L	Non
Biphényles polychlorés (BPC)	11 septembre 2018	< 0.05	µg /L	Non
Prométryne	11 septembre 2018	< 0.1	µg /L	Non
Simazine	11 septembre 2018	< 0.5	µg /L	Non
THM	19 Novembre 2018	46.3	µg /L	Non
Terbufos	11 septembre 2018	< 0.3	µg /L	Non
Tetrachloroéthylène	11 septembre 2018	< 0.2	µg /L	Non
2,3,4,6-tétrachlorophénol	11 septembre 2018	< 0.1	µg /L	Non
Triallate	11 septembre 2018	< 10	µg /L	Non
Trichloroéthylène	11 septembre 2018	< 0.1	µg /L	Non
2,4,6-trichlorophénol	11 septembre 2018	< 0.1	µg /L	Non
Trifluraline	11 septembre 2018	< 0.5	µg /L	Non
Chlorure de vinyle	11 septembre 2018	< 0.2	µg /L	Non

Énumérez tous paramètres inorganiques ou organiques qui ont dépassé la moitié de la norme prescrite dans l'annexe 2 des normes de qualité de l'eau potable de l'Ontario :

Paramètre	Valeur du résultat	Unité de mesure	Date d'échantillon
Aucun			

Martin Perron
Préparé par Martin Perron

2018 ANNUAL REPORT
Drinking-Water System Licence:
220002832 (OAP 177)
Drinking-Water System Name:
HAWKESBURY DRINKING WATER SYSTEM
Drinking-Water System Owner:
**CORPORATION OF THE TOWN OF
HAWKESBURY**
Drinking-Water System Category:
Large Municipal Residential System
Period being reported:
JANUARY 1ST, 2018 TO DECEMBER 31ST, 2018

Complete if your Category is Large Municipal Residential or Small Municipal Residential

Does your Drinking-Water System serve more than 10,000 people? Yes [] No []

**Is your annual report available to the public at no charge on a web site on the Internet?
Yes [] No []**

Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.

- TECHNICAL SERVICES DEPARTMENT
- HAWKESBURY PUBLIC LIBRARY
- WEB SITE: WWW.HAWKESBURY.CA
- TOWNSHIP OF CHAMPLAIN

Complete for all other Categories.

Number of Designated Facilities served:

Did you provide a copy of your annual report to all Designated Facilities you serve?

Yes [] No []

Number of Interested Authorities you report to:

Did you provide a copy of your annual report 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
Township of Champlain (L'Original)	260037102
Township of Champlain (Vankleek Hill)	260002395
Township of Champlain (Park Laurentien)	260090012

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 No

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

- Public access/notice via the web
 Public access/notice via Government Office
 Public access/notice via a newspaper
 Public access/notice via Public Request
 Public access/notice via a Public Library
 Public access/notice via other method _____

Describe your Drinking-Water System:

Our waterworks currently serves a population of 10,854 in Hawkesbury and a population of approximately 3,400 in the township of Champlain. In accordance with its Official Plan, all development in the town has been provided with municipal water and sewer services. Water is supplied by the Water Filtration Plant, which is owned and operated by the municipality, and sewage is treated at the Water Pollution Control Plant which is also owned and operated by the municipality.

Our Water Filtration Plant is located at 670 Main Street West in Hawkesbury, Ontario. The plant was constructed in 1953 and upgraded and expanded in 1996-1997. The system's upgrade and expansion consisted mainly of the following works:

- Construction and integration of a second clarifier unit in the treatment process complete with related piping, controls, etc...
- Construction and integration of a second potable water underground storage tank (2760 m³) with related piping, controls, etc...
- Construction of a new settling and decanting tank for clarifier sludge and backwash wastewater.
- Supply and Installation of a new high lift pumping equipment.
- Supply and Installation of a new SCADA control system.
- Replacement and/or relocation of yard piping.

We also have a 5,454 m³ elevated storage reservoir in our distribution system located on Spence Av. in Hawkesbury.

List all water treatment chemicals used over this reporting period:

- Liquid Poly Hydroxy Aluminum Sulphate (PAS-8)
- Alum
- Liquid Chlorine (Compressed gas)
- Sodium Silicate
- Sodium Aluminate
- Hydro Fluosilicic Acid
- Hydrated Lime
- Zinc Orthophosphate

Were any significant expenses incurred to?

- Install required equipment
 Repair required equipment
 Replace required equipment

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

WATER TREATMENT PLANT MAIN EXPENSES	
Description	Cost
High lift Drive Pump	8,609.64 \$
Flow meter clamp on	3,294.00\$
Control box for 3 diesel engines	20,000.00\$
Programmable Logic Controller (PLC) replacement	9,809.08 \$

WATER DISTRIBUTION MAIN EXPENSES	
Cecile street: New homeowner water service	
Regent street: New water main installation and new homeowner water service	
Bon Pasteur Street: New water main installation	

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
None					

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	51	(0) – (62)	(2) – (1680)	51	(16) – (2040)
Treated	51	(0) – (0)	(0) – (0)	49	(2) – (16)
Distribution	350	(0) – (0)	(0) – (0)	144	(2) – (118)

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	(0.09) – (0.32) NTU
Chlorine	8760	(0.54) – (1.29)
Fluoride	8760	(0.01) – (0.82)

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
April 25, 2005	TSS Creek discharge	1/ month	(3) – (10)	mg/L

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

Parameter	Sample Date	Result Value	Unit of Measure	Exceedances
Antimony	September 11 th , 2018	< 0.0001	mg/L	No
Arsenic	September 11 th , 2018	0.0003	mg/L	No
Barium	September 11 th , 2018	0.010	mg/L	No
Boron	September 11 th , 2018	0.005	mg/L	No
Cadmium	September 11 th , 2018	< 0.000015	mg/L	No
Chromium	September 11 th , 2018	< 0.002	mg/L	No
Mercury	September 11 th , 2018	< 0.00002	mg/L	No
Selenium	September 11 th , 2018	< 0.001	mg/L	No
Sodium	March 29 th , 2016	7.5	mg/L	No
Uranium	September 11 th , 2018	< 0.00005	mg/L	No
Nitrite	October 1 st , 2018	< 0.1	mg/L	No
Nitrate	October 1 st , 2018	0.2	mg/L	No

*only for drinking water systems testing under Schedule 15.2; this includes large municipal non-residential systems, small municipal non-residential systems, non-municipal seasonal residential systems, large non-municipal non-residential systems, and small non-municipal non-residential systems



Ontario Drinking-Water Systems Regulation O. Reg. 170/03

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	6	(< 0.00002) – (0.00407)	none
Distribution	8	(< 0.00003) – (0.00019)	none

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

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Alachlor	September 11 th , 2018	< 0.3	µg /L	No
Atrazine + N-dealkylated metabolites	September 11 th , 2018	< 0.5	µg /L	No
Azinphos-methyl	September 11 th , 2018	< 1	µg /L	No
Benzene	September 11 th , 2018	< 0.5	µg /L	No
Benzo(a)pyrene	September 11 th , 2018	< 0.005	µg /L	No
Bromoxynil	September 11 th , 2018	< 0.3	µg /L	No
Carbaryl	September 11 th , 2018	< 3	µg /L	No
Carbofuran	September 11 th , 2018	< 1	µg /L	No
Carbon Tetrachloride	September 11 th , 2018	< 0.2	µg /L	No
Chlorpyrifos	September 11 th , 2018	< 0.5	µg /L	No
Diazinon	September 11 th , 2018	< 1	µg /L	No
Dicamba	September 11 th , 2018	< 5	µg /L	No
1,2-Dichlorobenzene	September 11 th , 2018	< 0.1	µg /L	No
1,4-Dichlorobenzene	September 11 th , 2018	< 0.2	µg /L	No
1,2-Dichloroethane	September 11 th , 2018	< 0.1	µg /L	No
1,1-Dichloroethylene (vinylidene chloride)	September 11 th , 2018	< 0.1	µg /L	No
Dichloromethane	September 11 th , 2018	< 0.3	µg /L	No
2-4 Dichlorophenol 2,4	September 11 th , 2018	< 0.1	µg /L	No
2,4-Dichlorophenoxy acetic acid (2,4-D)	September 11 th , 2018	< 5	µg /L	No
Diclofop-methyl	September 11 th , 2018	< 0.5	µg /L	No
Dimethoate	September 11 th , 2018	< 1	µg /L	No
Diquat	September 11 th , 2018	< 5	µg /L	No
Diuron	September 11 th , 2018	< 5	µg /L	No
Glyphosate	September 11 th , 2018	< 25	µg /L	No
Malathion	September 11 th , 2018	< 5	µg /L	No
MCPA	September 11 th , 2018	< 0.00012	mg/L	No
Metolachlor	September 11 th , 2018	< 3	µg /L	No
Metribuzin	September 11 th , 2018	< 3	µg /L	No
Monochlorobenzene	September 11 th , 2018	< 0.2	µg /L	No
Paraquat	September 11 th , 2018	< 1	µg /L	No
Pentachlorophenol	September 11 th , 2018	< 0.1	µg /L	No

Phorate	September 11th, 2018	< 0.3	µg /L	No
Picloram	September 11th, 2018	< 5	µg /L	No
Polychlorinated Biphenyls(PCB)	September 11th, 2018	< 0.05	µg /L	No
Prometryne	September 11th, 2018	< 0.1	µg /L	No
Simazine	September 11th, 2018	< 0.5	µg /L	No
THM	November 19th, 2018	46.3	µg /L	No
Terbufos	September 11th, 2018	< 0.3	µg /L	No
Tetrachloroethylene	September 11th, 2018	< 0.2	µg /L	No
2,3,4,6-Tetrachlorophenol	September 11th, 2018	< 0.1	µg /L	No
Triallate	September 11th, 2018	< 10	µg /L	No
Trichloroethylene	September 11th, 2018	< 0.1	µg /L	No
2,4,6-Trichlorophenol	September 11th, 2018	< 0.1	µg /L	No
Trifluralin	September 11th, 2018	< 0.5	µg /L	No
Vinyl Chloride	September 11th, 2018	< 0.2	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			

Martin Perron
Prepared by Martin Perron



2018
WATERWORKS
SUMMARY REPORT
(January 1, 2018 to December 31, 2018)

PREPARED BY:

TOWN OF HAWKESBURY
Environmental service
600 Higginson Street
Hawkesbury, Ontario
K6A 1H1
Tel. (613) 632-3112
Fax (613) 632-5861

SUBMITTED ON:

March 31, 2019

2018
WATERWORKS
SUMMARY REPORT
(Period from January 1, 2018 to December 31, 2018)

TABLE OF CONTENTS

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2. REQUIREMENTS OF THE DRINKING WATER SYSTEMS REGULATION (O.REG. 170/03).....	1
3. REQUIREMENTS OF THE SYSTEM'S APPROVAL.....	1
4. RATED CAPACITY AND FLOW RATES.....	2
5. AVAILABILITY OF REPORT.....	3

APPENDIX "A" - WATERWORKS DATA 2018

CORPORATION OF THE TOWN OF HAWKESBURY

2018 WATERWORKS SUMMARY REPORT

(January 1, 2018 to December 31, 2018)

1. REQUIREMENTS OF THE SAFE DRINKING WATER ACT, 2002

Under the new Drinking Water Systems Regulation 170/03, the Town of Hawkesbury's water system has been classified as a *Municipal Large Residential System*. This category is based on the fact that the Hawkesbury's water system serves a major residential development and serves more than 100 private residences.

There are 3932 water services in the Town of Hawkesbury. Furthermore, the Town of Hawkesbury's water system serves three wards in the Township of Champlain, being the Town of Vankleek Hill with 765 water services, the Village of l'Orignal with 560 water services and Laurentian Park with 40 water services for a total of 1,365 water services.

2. REQUIREMENTS OF THE DRINKING WATER SYSTEMS REGULATION (ONTARIO REGULATION 170/03)

The new Drinking Water Systems Regulation 170/03, made under the Safe Drinking Water Act, 2002, provides more detailed regulatory requirements in conjunction with the Safe Drinking Water Act, 2002.

3. REQUIREMENTS OF THE SYSTEM'S APPROVAL

The Town of Hawkesbury's drinking water system operates under the new program for Municipal Drinking Water Licensing (MDWL) OAP 177. We have been assessed by NSF-ISR and found to be in conformity with Ontario's Drinking Water Quality Management Standard. The scope of registration for the DWQMS is Entire Full Scope Accreditation. We had renew our MDWL on 2018-02-12 and the Licence Expiry Date is 2021-02-10.

We also have a Permit to Take Water # 6624-9KBRAJ,

Reference Number: 0288-9GHSSQ, issued on May 22, 2018 in accordance with Section 34 of the Ontario Water Resources Act. This permit is valid until May 21, 2024.

4. RATED CAPACITY AND FLOW RATES

- a) Under Schedule C section 1 of the Municipal Drinking Water License #177-101, the rated capacity at the Hawkesbury Water Filtration Plant is as follows:

Maximum Daily Volume of Treated water = $27,275 \text{ m}^3/\text{day}$ as per the 1996 design.

Based on the 2018 Total water production data, the maximum daily water production was in August 7, 2018 at $7885 \text{ m}^3/\text{day}$. This is well under the Maximum Daily Volume rate allowed.

See Appendix "A" for Waterworks Data 2018.

- b) Under the Permit to Take Water no. 6624-9KBRAJ, the rate of taking for the Town of Hawkesbury is as follows:

$$\begin{aligned}\text{Maximum Rate of Taking} &= 25,003 \text{ L/min} = 25 \text{ m}^3/\text{min} \\ \text{Maximum Rate of Taking} &= 20,000,000 \text{ L/day} = 20,000 \text{ m}^3/\text{day}\end{aligned}$$

Based on the 2018 raw water consumption data, the highest rate of taking water (peak) was February 03, 2018 for $18,468 \text{ m}^3/\text{day}$ for 2 minute. The total water production for that day was $5,672 \text{ m}^3$.

See Appendix "A" for Waterworks Data 2018.

5. AVAILABILITY OF REPORT

The Town of Hawkesbury will be advising the users of water from the system, through local newspapers, that the Summary Report will be available for review and inspection, free of charge, at the following locations:

1. *Technical Services Department*

Town of Hawkesbury
600 Higinson Street
Hawkesbury, Ontario
K6A 1H1
Tel. (613) 632-0106, ext. 2020

2. *Hawkesbury Public Library*

550 Higinson Street
Hawkesbury, Ontario
K6A 1H1

3. *Town's website* www.hawkesbury.ca

Furthermore, a copy of the Summary Report will also be forwarded to the Township of Champlain.

This 2018 Summary Report has been prepared on March 31, 2019 and will be submitted to the Municipal Council of the Corporation of the Town of Hawkesbury within the next three months.

Martin Perron

Prepared & Approved by
Martin Perron
Environmental Service Superintendent
600 Higinson Street
Hawkesbury, Ontario K6A 1H1
Tel. (613) 632-0106 x 2020

APPENDIX “A”

WATERWORKS DATA 2018

Excel file

LA CORPORATION DE LA VILLE DE HAWKESBURY

Règlement N° 21-2019

Un règlement pour adopter une politique d'investissements

ATTENDU que le paragraphe 9 de la *Loi de 2001 sur les municipalités*, L.O. 2001, Chap. 25, telle que modifiée (la Loi), prévoit qu'une municipalité a la capacité ainsi que les droits, pouvoirs et priviléges d'une personne physique aux fins de l'exercice des pouvoirs que lui confère la présente loi ou une autre loi, et;

ATTENDU que le paragraphe 418 (1) de la Loi une municipalité peut placer dans les valeurs mobilières prescrites, conformément aux règles prescrites, les sommes dont elle n'a pas besoin immédiatement.

PAR CONSÉQUENT, le conseil de la Corporation de la ville de Hawkesbury décrète ce qui suit :

1. Que la politique d'investissements telle que décrit à l'Annexe « A » ci-jointe et faisant partie intégrante du présent règlement soit adoptée.
2. Que ce règlement entre en vigueur à la date de son adoption.

**LU EN PREMIÈRE, DEUXIÈME ET ADOPTÉ EN TROISIÈME
LECTURE CE 15^e JOUR D'AVRIL 2019.**

Paula Assaly, Maire

Christine Groulx, Greffière

La version anglaise de ce règlement prévaut quant à son interprétation.

**Règlement N° 21-2019
Annexe “A”**

Politique d'investissements

CORPORATION OF THE TOWN OF HAWKESBURY

By-law N° 21-2019

By-law to establish an Investment Policy

WHEREAS section 9 of the *Municipal Act, 2001* S.O. 2001, c.25, as amended (the Act) provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act, and;

WHEREAS section 418 (1) of the Act provides that a municipality may invest in prescribed securities, in accordance with the prescribed rules, money that it does not require immediately.

NOW THEREFORE, the Council of the Corporation of the Town of Hawkesbury enacts as follows:

1. That the Investment Policy, attached hereto as Schedule “A” and forming part of this By-law be adopted.
2. That this By-law shall come into full force and effect upon its passing.

**READ A FIRST, SECOND AND ADOPTED UPON THIRD READING
THIS 15th DAY OF APRIL 2019.**

Paula Assaly, Mayor

Christine Groulx, Clerk

By-law N° 21-2019
Schedule “A”

JOINT RECYCLING COMMITTEE
March 25th, 2019
HAWKESBURY TOWN HALL

PRESENT: Normand Riopel, Chairperson, Mayor, Township of Champlain
Robert Kirby, Mayor, Township of East Hawkesbury
André Chamaillard, Councillor, Town of Hawkesbury
Paula Knudsen, Chief Administrator Officer, Township of Champlain
Luc Lalonde, Administrator Clerk-Treasurer, Township of East Hawkesbury
Daniel Gatien, Chief Administrative Officer, Town of Hawkesbury
Guillaume Boudrias, Technical Services Director, Town of Hawkesbury
Robert Lefebvre, Recycling Coordinator

Chairperson Normand Riopel called the meeting to order at 8:30 am

Declaration – Conflict of Interest

Robert Lefebvre declared a pecuniary interest on page 27 of the Agenda being an amount for his consulting services for the month of December 2018. Robert Lefebvre also mentioned that he would withdraw from the meeting room during the presentation of the accounts and requested Paula Knudsen to act as recording secretary during his absence.

Recycle Action Inc.

Robert Lefebvre indicated that Robert Lessard had advised that he could not be present today for the purpose of updating the Committee Members as to the operations of the recycling facility.

Robert Lefebvre also mentioned that he had an earlier meeting with Robert Lessard several weeks ago regarding the processing agreement for the recyclable material which is scheduled to expire on October 31, 2019. Robert Lefebvre stated that Robert Lessard was awaiting a decision from his Board of Directors as to the terms and conditions for a new Agreement.

Robert Lefebvre stated to the Committee Members that the current Agreement provides for a cancellation clause by providing a three (3) months' notice and that the same should remain considering the current uncertainty as to the future of the blue box recycling program which will eventually be converted to a full Producer Responsibility.

Paula Knudsen also inquired if the \$1.00 per tonne fee from the tipping fee was being used to support environmental activities by Recycle Action Inc. as provided for in the Agreement. Robert Lefebvre mentioned that it was being completed and the amount is normally granted to a school for an environmental project(s).

Robert Lefebvre mentioned that he will be meeting again with Robert Lessard to further discuss the terms and conditions of a new Agreement and will report back to the Committee.

**JOINT RECYCLING COMMITTEE
March 25th, 2019
HAWKESBURY TOWN HALL**

Adoption of minutes – February 19th, 2019

After a brief discussion as to the minutes of the meeting of February 19th, 2019 it was subsequently

Moved by: **André Chamaillard**
Seconded by: **Paula Knudsen**

THAT the minutes of the meeting of February 19th, 2019 be adopted as presented.

CARRIED

Tonnage Reports

The Recycling Coordinator stated that the material collected for the months of January and February 2019 was 255.79 tonnes in comparison to 252.50 tonnes for the same period the previous year, being an increase of 3.29 tonnes or 1.31%.

The Recycling Coordinator also stated that the tonnage of the electrical and electronic waste diverted from landfill sites by Recycle Action Inc. for the months of January and February 2019 was 8.65 tonnes in comparison to 13.24 for the same period the previous year, being a decrease of 4.59 tonnes.

Update – Recycling Vehicles

Luc Lalonde mentioned that the recycling vehicles are currently operating without any issues.

JOINT RECYCLING COMMITTEE
March 25th, 2019
HAWKESBURY TOWN HALL

2018 Financial Report

Robert Lefebvre provided to the Members of the Committee with a copy of the 2018 audited Financial Statement regarding the operations of the Hawkesbury and Area Joint Recycling Committee.

Robert Lefebvre indicated that during the presentation of the 2019 Budget Estimates he had provided an unaudited report as to the revenues and expenditures of the 2018 operations with a projected surplus of \$ 5,424.10. Robert Lefebvre mentioned that subsequent to the final audit the final surplus is in the amount of \$ 13,633.79 and is mainly due to an over-estimate of accounts payables.

Robert Lefebvre proceeded to present the statement of operations (profit and loss statement) for the year including the balance sheet and cash flow reports with the following general comments:

- A majority of the expenditures were below the budgeted estimates explaining part of the 2018 surplus in the operations;
- Due to our increases in the equipment reserve fund including increases in the rate of interest for investment purposes the return on investments are higher than budgeted for the year;
- Regarding vehicle operations the costs for the year 2018 was \$57,710 in comparison to the budgeted amount of \$35,000;
- The original purchase of both recycling vehicles were \$ 579,617, being a 2015 and 2016 model, and the accumulated amortization (depreciation) as of December 31, 2018 is \$305,480 leaving a net book value of \$274,137. Robert Lefebvre indicated that the recycling vehicles are amortized over a seven (7) year period and that this amortization expense is subsidized annually by Stewardship Ontario;
- The contribution to reserve for the year 2018 was \$254,000 leaving an accumulated balance of \$659,133;
- The Financial Statement also indicates the legal contractual commitments by the Committee, being three (3) agreements in total, which are as follows with their respective expiry date:
 - Recycle Action Inc. expiring October 31, 2019;
 - Vehicle Storage Agreement with the Township of East Hawkesbury expiring October 31, 2019; and
 - Collection Service Agreement with Mike's Waste Disposal Inc. expiring March 31, 2020.

**JOINT RECYCLING COMMITTEE
March 25th, 2019
HAWKESBURY TOWN HALL**

2018 Financial Report (continuation)

After responding to questions as to the 2018 Audited Financial Report it was

Moved by: **Paula Knudsen**
Seconded by: **Luc Lalonde**

THAT the 2018 Financial Statement, as prepared by Deloitte and presented by Robert Lefebvre, be and is hereby adopted.

CARRIED

Accounts

Robert Lefebvre withdrew from the meeting room further to the declaration of a pecuniary interest and Paula Knudsen acted as Recording Secretary.

The accounts were presented to the Members of the Committee and it was

Moved by: **Robert Kirby**
Seconded by: **André Chamaillard**

BE IT RESOLVED THAT the accounts paid, as per Schedule “A” attached hereto and forming part of these minutes, be approved as presented to the Committee.

CARRIED

Robert Lefebvre return to the meeting room and assumed the duties as recording secretary.

Household Hazardous Waste Day Activities

Robert Lefebvre reminded the Members of the Committee that the first household hazardous waste day activity will be held on May 4th, 2019 at the Hawkesbury Wastewater Treatment Facility and that students from the Hawkesbury District High School will be invited to participate. Robert Lefebvre stated that the school “Le Sommet” will be invited for the October 5th, 2019 event.

JOINT RECYCLING COMMITTEE
March 25th, 2019
HAWKESBURY TOWN HALL

WASTE-FREE ONTARIO ACT 2016

Robert Lefebvre stated that the Ministry of the Environment, Conservation and Parks had issued a discussion paper entitled “***Reducing Litter and Waste in Our Communities***” under their strategic document “***Delivering on the Made-in-Ontario Environment Plan***”. Robert Lefebvre mentioned that this document has now been filed on the Environmental Registry and that comments will be received until April 20, 2019. The Association of Municipal of Ontario (AMO) including the group known as “M3Rc” which is a group representing various municipal associations including the City of Toronto, will be providing comments.

Robert Lefebvre proceeded to give an outline and various highlights of this document which questions have been posited by the Ministry for the purpose of soliciting public response. These areas of comments for discussions are as follows:

- Prevent and reduce litter; a DAY of action on litter; raise awareness through education; strong action on illegal dumping;
- Increase opportunities to reduce waste; harmonize blue box materials; increase business and institutional regulations on waste reduction;
- Producer responsibility for their waste; initiate and continue with transition diversion programs (*tires, electronics, special hazardous waste, blue box material*) to producer responsibility;
- Reduce and divert food and organic waste; raise awareness on food waste; develop guidance for safe food donation; expand green bin programs; develop a proposal to ban food waste from landfill sites;
- Reduce plastic waste; develop a national plastics action plan; continue monitoring and research of micro-plastic pollution;
- Enable greater recovery of materials; reduce/eliminate “red tape” for innovative projects; give municipalities more “say” in landfill approvals.

Robert Lefebvre reported that AMO and M3Rc were presently working on comments on this Discussion Paper and that the same would be presented on April 5, 2019.

JOINT RECYCLING COMMITTEE
March 25th, 2019
HAWKESBURY TOWN HALL

WASTE-FREE ONTARIO ACT 2016 (continuation)

Robert Lefebvre continued by stating that he would be attending four (4) webinars that have been scheduled in the early part of April 2019 concerning all waste diversion activities, being for municipal household or special waste, on the Discussion Paper “*Reducing Litter and Waste in Our Communities*”, including the winding-up of the electronic stewardship program. In addition, Robert Lefebvre stated that he would also be attending a full-day seminar in Smith Falls next month regarding the annual DataCall for funding and statistical requirements including any updates and changes regarding the producer responsibility and ministerial action.

Robert Lefebvre also presented to the Members of the Committee a letter from the President of AMO addressed to the Minister of the Environment, Conservation and Parks, requesting his support to move the responsibility of the blue box program to full producer responsibility.

Robert Lefebvre indicated that the letter from the President of the AMO is to ensure that a “timeline” is established for actual transition, being the implementation of Ontario regulations coming into force by the third quarter of 2020; that municipal governments begin transitioning to full producer responsibility by the fourth quarter of 2021; and that all municipal Blue Box programs are fully transitioned by the end of the third year (2024). Robert Lefebvre mentioned that the strategy is to ensure the commencement of transitioning to occur in 2021 in order that the process is not changed or postponed due to provincial elections scheduled for the year 2022.

Robert Lefebvre mentioned that he will continue to follow and monitor all activities as they relate to waste diversion and how they will affect municipalities.

Current Collection Operations / Recycling Vehicles / Roll-out Containers

The Members of the Committee had an open discussion on all three (3) matters and how they will affect future operations as a result of the principle of “**Full Producer Responsibility**”.

Robert Lefebvre mentioned that subsequent to the last meeting of the Committee with respect to the prospect of acquiring a new recycling vehicle including the purchase of rollout containers, that he had communicated with two (2) senior policy advisors from the Association of Municipalities of Ontario (AMO) including the Executive Director of the Continuous Improvement Fund (CIF), for the purpose of discussing the Committee’s proposal and in obtaining comments as to our proposal. Robert Lefebvre stated that the CIF is an organization committed in advancing the blue box program including other waste diversion initiatives.

Robert Lefebvre stated that as a result of these conversations he had organized a telephone conversation with Paula Knudsen, Luc Lalonde and Guillaume Boudrias with the Executive Director of the CIF for the purpose of obtaining his comments and providing “first-hand” information in order that each appointed municipal official may properly informed their municipal council.

JOINT RECYCLING COMMITTEE
March 25th, 2019
HAWKESBURY TOWN HALL

Current Collection Operations / Recycling Vehicles / Roll-out Containers (continuation)

It was stated and recognized that the comments obtained from the Executive Director of the CIF were very direct regarding the principle of full Producer Responsibility, being it mentioned that the Producer is fully responsible for all costs if they should decide to manage directly the program. However, should a municipality wish to continue being involved in the recycling process that the producer would only pay a competitive rate and, as such, municipalities run the risk of having to contribute financially to the operations of the blue box program.

With respect to the purchase of rollout containers the Executive Director of CIF was very clear in not recommending the purchase of such rollout containers since their use has the effect of increasing substantially the contamination level (up to 25% of non-recyclable material) within a rollout container. As such, severe penalties would be imposed upon the municipality should contamination levels are higher than possibly 5%. In addition, should a producer decide to operate their own collection program they would not use such rollout containers because of these contamination levels and therefore these rollout containers would become obsolete. Since the Ministry proposes to make the producer responsible it will also provide them with greater discretion with only goals or objectives being enumerated in the rules or regulations. The Ministry's proposal is to provide greater flexibility to the producer to operate.

Discussion followed with respect to the possibility of the purchase of a third (3rd) recycling vehicle, however as a result of the current uncertainty, the comments of the Executive Director of the CIF and the ever-changing developments on producer responsibility, it was agreed to table any further discussion on acquiring an additional vehicle.

Luc Lalonde commented to the Committee that the collection of recyclable material is occasionally occurring into the evening as a result of "breakdowns" of a recycling vehicle thereby requiring collection to continue late into the evening. This matter was discussed with the possibility that collections should not occur past the hour of five (5) in the afternoon in order to reduce overtime costs. Therefore, should collections not be completed by 5:00pm it would indicate that recycling pickup is cancelled for that week. Luc Lalonde mentioned that pick-up of material past five (5) pm in the winter season is also dangerous due to the lack of daylight or visibility during winter conditions. After further discussion on this matter it was agreed to obtain the opinion of each respective municipality and that the same be resubmitted to the Committee for further deliberation.

JOINT RECYCLING COMMITTEE
March 25th, 2019
HAWKESBURY TOWN HALL

Leasing Agreement – Township of East Hawkesbury

Robert Lefebvre advised that the Agreement with the Township of East Hawkesbury for the leasing of a heated-garage for the housing of the two (2) recycling vehicles is scheduled to expire on October 31, 2019.

Robert Lefebvre indicated, however, that there is an automatic annual renewal clause in the Agreement which also permits the cancellation of the Agreement ninety (90) days prior to a renewal year. As such, Robert Lefebvre mentioned that there is no need for a new Agreement with this automatic renewal clause including this notification period for cancellation.

Service Agreement – Mike's Waste Disposal Inc. - Collection – Part of Ward 4 – Champlain

Robert Lefebvre stated that the service agreement with Mike's Waste Disposal Inc. for the collection of recyclable material within a portion of Ward 4 – Township of Champlain, is scheduled to expire on March 31, 2020.

Robert Lefebvre further indicated that there is no automatic renewal clause nor is there any cancellation clause within the existing Agreement. Robert Lefebvre also stated that any new Agreement would require a possible shorter time period with an annual renewal clause including a notification period for cancellation due to the current uncertainty in transitioning of the blue box program. Robert Lefebvre also mentioned that the Agreement provides that negotiations may commence one (1) year prior to expiry of the current Agreement.

A brief discussion ensued on this matter and it was the consensus that this item be re-submitted at the next meeting of the Committee.

Next Meeting

The next meeting of the Hawkesbury and Area Joint Recycling Committee is scheduled for May 6th, 2019 at 8:30 am.

Adjournment

This meeting of the Recycling Committee was adjourned at 9:24 a.m. on a motion by André Chamaillard and seconded by Robert Kirby.



**NORMAND RIOPEL
CHAIRPERSON**

**ROBERT LEFEBVRE
RECYCLING COORDINATOR**

Schedule "A" to the minutes of the Recycling Committee dated March 25th, 2019

CANTON DE CHAMPLAIN TOWNSHIP
Cheque Release List - Summary

Bank Code : 2 - HAWK. REGIONAL BOARD OF WASTE M



AP4020

Page : 1

Date : Jan 24, 2019

Time : 10:04 am

Supplier Code & Name

Invoice No.	Batch No.	Batch Description	Invoice AMT	Released AMT	Cheque AMT
AGRI04 AGRI-HOSE CORP					
248	391	MISCELLANEOUS-RECYCLING	2.71	2.71	
272	391	TRUCK # 17 - MAINTENANCE - VAL	340.81	340.81	
Supplier Inv. Total :			343.52	343.52	343.52
 DUPL04 DUPLANTIE STEPHANE					
20181226/BOOTS	391	REIMBURSEMENT BOOTS ALLOW/	181.92	181.92	
Supplier Inv. Total :			181.92	181.92	181.92
Grand Total : 3 Invoice(s) 2 Cheque(s)			525.44	525.44	525.44

CANTON DE CHAMPLAIN TOWNSHIP
Cheque Release List - Summary

Bank Code : 2 - HAWK. REGIONAL BOARD OF WASTE M



AP4020

Page : 1

Date : Feb 26, 2019

Time : 12:14 pm

Supplier Code & Name

Invoice No.	Batch No.	Batch Description	Invoice AMT	Released AMT	Cheque AMT
1443ONTINC 1443635 ONTARIO INC					
616495	396	MULTI COMPLEX / ATF 33 (19L)	185.38	185.38	
617290	396	CLEAR DIESEL-873.40 LITRES	950.83	950.83	
618171	396	CLEAR DIESEL-1277.5 LITRES	1,365.62	1,365.62	
		Supplier Inv. Total :	2,501.83	2,501.83	2,501.83
BENS03 BENSON					
11580194	396	TRUCK #16 - #17- MAINTENANCE 5	100.60	100.60	
11581716	396	TRUCK #16 -#17 - MAINTENANCE F	113.45	113.45	
		Supplier Inv. Total :	214.05	214.05	214.05
GILL01 GILLES R. MAYER SANITATION LTD					
52104	396	COLLECTION RECYCLABLE-HOLID	2,226.10	2,226.10	
		Supplier Inv. Total :	2,226.10	2,226.10	2,226.10
HAWK03 HAWKESBURY AUTO PARTS INC					
074-618751	396	TOOLS-RATCHET	141.09	141.09	
		Supplier Inv. Total :	141.09	141.09	141.09
JOEJ01 JOE JOHNSON EQUIPMENT INC					
S18956	396	MAINTENANCE AND REPAIR TRUC	6,502.93	6,502.93	
		Supplier Inv. Total :	6,502.93	6,502.93	6,502.93
KING01 KING GARAGE					
111909	396	TRUCK #16 - FLAT TIRE REPARATI	45.20	45.20	
112438	396	2 TIRES RECYCLING TRUCK #16	1,102.77	1,102.77	
		Supplier Inv. Total :	1,147.97	1,147.97	1,147.97
LEFE01 LEFEBVRE ROBERT					
13-2018	396	ADMIN FEES-AS PER 2018 BUDGE	2,344.75	2,344.75	
		Supplier Inv. Total :	2,344.75	2,344.75	2,344.75
MIKE01 MIKE'S WASTE DISPOSAL INC.					
31359	396	COLLECTION BLUE BOX HOLIDAY	847.50	847.50	
31367	396	RECYCLING COLLECTION OF BLUI	135.00	135.00	
		Supplier Inv. Total :	982.50	982.50	982.50
PIEC02 PIECES HYDRAULIQUES MENARD INC					
838465	396	TRUCK #16 - MAINTENANCE TROU	73.44	73.44	
		Supplier Inv. Total :	73.44	73.44	73.44
RECY01 RECYCLE ACTION					
RA-9803	396	PROCESSING RECYCLABLES - 3	2,204.86	2,204.86	
RA-9811	396	PROCESSING RECYCLABLES - 28,	1,907.21	1,907.21	
RA-9816	396	PROCESSING RECYCLABLES - 3	2,045.53	2,045.53	
RA-9819	396	PROCESSING RECYCLABLES - 21	1,462.45	1,462.45	
		Supplier Inv. Total :	1,677.80	1,677.80	

CANTON DE CHAMPLAIN TOWNSHIP

Cheque Release List - Summary

Bank Code : 2 - HAWK. REGIONAL BOARD OF WASTE M



AP4020

Page : 2

Date : Feb 26, 2019

Time : 12:14 pm

Supplier Code & Name

Invoice No.	Batch No.	Batch Description	Invoice AMT	Released AMT	Cheque AMT
TOWN05 TOWNSHIP OF CHAMPLAIN					
971	396	RECYCLING SERVICES-WEST HAV	418.72	418.72	
		Supplier Inv. Total :	418.72	418.72	418.72
TOWN06 TOWNSHIP OF EAST HAWKESBURY					
REC10	396	CREDIT FOR HST CHARGED ON IN	-226.48	-226.48	
REC12	396	SAL/BEN/SUPER/HOUSING/PLAQU	24,238.72	24,238.72	
REC2CREDIT	396	CREDIT BENEFICES PAYÉS EN DO	-3,738.35	-3,738.35	
		Supplier Inv. Total :	20,273.89	20,273.89	20,273.89
Grand Total : 23 Invoice(s) 12 Cheque(s)			44,915.14	44,915.14	44,915.14

LA CORPORATION DE LA VILLE DE HAWKESBURY

RÈGLEMENT N° 25-2019

Un règlement pour confirmer les délibérations du conseil

ATTENDU QUE l'article 238 de *la Loi de 2001 sur les municipalités*, S. O. 2001, c. 25, autorise le conseil à adopter des règlements pour régir les délibérations du conseil, et;

ATTENDU QUE le conseil de la Corporation de la ville de Hawkesbury juge pertinent de confirmer les délibérations du conseil à sa réunion tenue le 15^e jour du mois d'avril 2019.

PAR CONSÉQUENT, le conseil de la Corporation de la ville de Hawkesbury décrète ce qui suit:

1. Les actions du conseil à sa réunion tenue le 15^e jour du mois d'avril 2019 en ce qui concerne chaque motion et résolution acceptée et toute autre décision prise par le conseil à cette dite réunion, sont par le présent confirmées et adoptées.
2. La mairesse et les fonctionnaires compétents de la corporation sont, par le présent, autorisés et requis d'entreprendre toutes les démarches nécessaires pour donner suite auxdites actions, la mairesse et la greffière sont autorisées et ordonnées à exécuter tout document nécessaire à cet effet et la greffière est autorisée à apposer le sceau de la corporation à tous ces dits documents.

**LU EN PREMIÈRE, DEUXIÈME ET ADOPTÉ EN TROISIÈME LECTURE CE
15^e JOUR DU MOIS D'AVRIL 2019.**

Paula Assaly, maire

Christine Groulx, greffière

La version anglaise de ce règlement prévaut quant à son interprétation.

THE CORPORATION OF THE TOWN OF HAWKESBURY

BY-LAW N° 25-2019

A by-law to confirm the proceedings of Council

WHEREAS section 238 of the *Municipal Act, 2001*, S.O. 2001, c.25 authorizes council to pass by-laws to govern the proceedings of the council, and;

WHEREAS the Council of the Corporation of the Town of Hawkesbury deems it expedient to confirm the proceedings of the Council at its meeting held on the 15th day of April, 2019.

THEREFORE the Council of the Corporation of the Town of Hawkesbury enacts as follows:

1. The actions of the Council at its meeting held on the 15th day of April, 2019 in respect of each motion and resolution passed and other action taken by the Council at its said meeting are hereby confirmed and adopted.
2. The Mayor and the proper officials of the Corporation are hereby authorized and directed to do all things necessary to give effect of the said actions, the Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf, and the clerk is authorized and directed to affix the seal of the corporation to all such documents.

**READ A FIRST, SECOND AND THIRD TIME AND PASSED IN OPEN COUNCIL
THIS 15th DAY OF APRIL 2019.**

Paula Assaly, Mayor

Christine Groulx, Clerk