

# THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

## Regular Meeting of Council

**Tuesday April 23, 2019 at 7:00 p.m. – Council Chambers  
102 Derby Street West, Alexandria, Ontario K0C 1A0**

## Draft Agenda

### THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

1. CALL TO ORDER
2. DECLARATIONS OF PECUNIARY INTEREST
3. ACCEPT THE AGENDA (Additions/Deletions) (Jacques)
4. ADOPTION OF PREVIOUS MINUTES (Carma)
  - a) Regular Meeting of Council April 8, 2019
  - b) Special Meeting of Council April 9, 2019 – Strategic
  - c) Special Meeting of Council April 9, 2019 with Township of South Glengarry
  - d) Committee of the Whole April 17, 2019

5. DELEGATION(S)

6. STAFF REPORTS

#### **Community Services Department**

- a) 2018 Recreation Invoices (Brenda)

#### **Treasury Department**

- b) By-law 15-2019 – Tax Rate By-law (Jeff)

#### **Public Works Department**

- c) Maxville Water Project (Michel)

7. UNFINISHED BUSINESS

8. CONSENT AGENDA (Johanne)

Strategic Plan Update  
CAO/Clerk - 2019 Workplan  
Community Services 2019 Workplan  
Funding Update  
Treasury 2019 Workplan  
Planning/Building & By-law Enforcement 2019 Workplan  
Fire 2019 Workplan  
Art, Culture and Heritage Committee – Mar 4, 2019

9. NEW BUSINESS

10. NOTICE OF MOTION

Next Regular Public Meeting of Council  
Monday May 13, 2019 at 7:00 p.m. at the Centre Sandfield Centre, 102 Derby Street West,  
Alexandria, Ontario.

Note: Meeting are subject to change or cancellation.

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

12. **CLOSED SESSION BUSINESS**

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

**Potential litigation** (as this matter deals with litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board they may be discussed in closed session under sections 239 (2)(e) of the *Ontario Municipal Act*);

And adopt the minutes of the Municipal Council Closed Session meeting of April 8, 2019 and April 9, 2019.

13. **CONFIRMING BY-LAW**

a) By-law 16-2019 (Carma)

14. **ADJOURN** (Michel)

# **Section 1**

**CALL TO ORDER**



## **Section 2**

**DECLARATIONS OF**

**PECUNIARY**

**INTEREST**

## **Section 3**

**ACCEPT THE AGENDA**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** April 23, 2019

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Tuesday April 23, 2019.

**Carried**  
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**Defeated**  
\_\_\_\_\_

**Deferred**  
\_\_\_\_\_

\_\_\_\_\_  
**MAYOR / DEPUTY MAYOR**

	<b>YEA</b>	<b>NEA</b>
<b>Deputy Mayor:</b> Carma Williams	_____	_____
<b>Councillor:</b> Jacques Massie	_____	_____
<b>Councillor:</b> Brenda Noble	_____	_____
<b>Councillor:</b> Jeff Manley	_____	_____
<b>Councillor:</b> Michel Depratto	_____	_____
<b>Councillor:</b> Johanne Wensink	_____	_____
<b>Mayor:</b> Jamie MacDonald	_____	_____

**Section 3**



## **Section 4**

# **ADOPTION OF PREVIOUS MINUTES**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** April 23, 2019

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

THAT the minutes of the following meetings be adopted as circulated.

Regular Meeting of Council – April 8, 2019  
Special Meeting of Council – April 9, 2019 –Strategic  
Special Meeting of Council – April 9, 2019 with Township of South Glengarry  
Committee of the Whole – April 17, 2019

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

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**Section 4**



# THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

## REGULAR MEETING OF COUNCIL

**Monday April 8, 2019 at 7:00 p.m. – Council Chambers  
102 Derby Street West, Alexandria, On K0C 1A0**

A Regular meeting of the Municipal Council was held on April 8, 2019 at 7:00 p.m., with Mayor Jamie MacDonald presiding.

**PRESENT:** **Deputy Mayor** – Carma Williams  
**Councillor at Large** – Jacques Massie  
**Councillor (Lochiel Ward)** – Brenda Noble  
**Councillor (Kenyon Ward)** – Jeff Manley  
**Councillor (Alexandria Ward)** – Michel Depratto  
**Councillor (Maxville Ward)** – Johanne Wensink

**ALSO PRESENT:** **CAO/Clerk** - Sarah Huskinson  
**Deputy Clerk** – Lise Lavigne  
**Treasurer & Director of Finance** – Kimberley Champigny  
**Director of Community Services** – Anne Leduc  
**Director of Public Works** – Dave Malcolm

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

### **Resolution No. 1**

**Moved by:** Jeff Manley

**Seconded by:** Johanne Wensink

That the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday April 8, 2019.

**Carried**

4. **ADOPTION OF PREVIOUS MINUTES**

### **Resolution No. 2**

**Moved by:** Carma Williams

**Seconded by:** Brenda Noble

That the minutes of the following meeting be adopted as circulated.

Regular Meeting of Council – March 25, 2019

**Carried**

5. **DELEGATIONS**

#### **a) SD&G Library – Susan Wallwork**

Susan Wallwork from the SD&G Library presented the services, activities and events that the Libraries are offering.

**6. STAFF REPORTS**

**Community Services Department**

**a) Community Development Committee Terms of Reference**

**Resolution No. 3**

**Moved by:** Brenda Noble

**Seconded by:** Johanne Wensink

THAT the Council of the Township of North Glengarry receives Staff Report No. CS 2019-11; and

THAT the Council endorses the Terms of Reference for the Community Development Committee.

**Carried**

**Action – AL**

**b) Transfer of used funds**

**Resolution No. 4**

**Moved by:** Jacques Massie

**Seconded by:** Jeff Manley

THAT the Council for the Township of North Glengarry receives Staff Report No. CS-2019-12; and

THAT Council approves the transfer of use of funds in an upset amount of \$9693.09 plus HST from the Tim Hortons Dome Floor Replace Capital Budget towards the restoration of the dry sprinkler system at the Tim Hortons Dome; and

THAT the Director of Community Services and Chief Administrative Officer be authorized to execute any documents to implement this direction.

**Carried**

**Action – AL/KC**

**Treasury Department**

**c) Investing in Canada Infrastructure Program**

**Resolution No. 5**

**Moved by:** Carma Williams

**Seconded by:** Brenda Noble

THAT the Council of the Township of North Glengarry authorizes the Director of Finance/Treasurer to apply for funding under the Investing in Canada Infrastructure Program (ICIP) for the Creek Road Bridge Project in the amount of \$2,278,650.

**Carried**

**Action - KC**

**d) Water/Wastewater Budget Changes**

**Resolution No. 6**

**Moved by:** Johanne Wensink

**Seconded by:** Jeff Manley

THAT the Council of the Township of North Glengarry approves a scope change in the approved 2019 budget by moving funding from the HVAC system (\$16,000) and pump replacement (\$50,000) to the main station control system upgrade.

FURTHERMORE, the Council of the Township of North Glengarry approves taking \$25,000 from the North Glengarry Water Reserve Fund to fund the Water Tower Mixing System.

**Carried**

**Action – KC**

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

**a) Community Development Committee March 6, 2019 Minutes**

**Resolution No. 7**

**Moved by:** Brenda Noble

**Seconded by:** Johanne Wensink

THAT the Council of the Township of North Glengarry receives the Community Development Committee Minutes from the consent agenda for information purposes only.

**Carried**

9. NEW BUSINESS

10. NOTICE OF MOTION – Next Meeting of Council, April 23, 2019

11. QUESTION PERIOD

12. CLOSED SESSION BUSINESS

**Resolution No. 8**

**Moved by:** Jeff Manley

**Seconded by:** Johanne Wensink

**Proceed "In Closed Session",**

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

Potential litigation (as this matter deals with litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board they may be discussed in closed session under sections 239 (2)(e) of the *Ontario Municipal Act*);

And adopt the minutes of the Municipal Council Closed Session meeting of March 25, 2019

**Carried**



**Resolution No. 9**

**Moved by:** Johanne Wensink

**Seconded by:** Jeff Manley

That we return to the Regular Meeting of Council at 8:17 p.m.

**Carried**

**13. CONFIRMING BY-LAW**

**a) By-law 14-2019**

**Resolution No. 10**

**Moved by:** Johanne Wensink

**Seconded by:** Jeff Manley

That the Council of the Township of North Glengarry receive By-law 14-2019; and

That Council adopt by-law 14-2019 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 14-2019 be read a first, second, third time and enacted in Open Council this 8<sup>th</sup> day of April, 2019.

**Carried**

**14. ADJOURN**

**Resolution No. 11**

**Moved by:** Jacques Massie

**Seconded by:** Jeff Manley

There being no further business to discuss, the meeting was adjourned at 8:18 p.m.

**Carried**

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**CAO/Clerk/ Deputy Clerk**

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**Mayor / Deputy Mayor**

# THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

## SPECIAL MEETING OF COUNCIL

**Tuesday April 9, 2019 at 5:00 p.m. – Gary Shepherd Hall  
102 Derby Street West, Alexandria, On K0C 1A0**

A Special meeting of the Municipal Council was held on April 9, 2019 at 5:00 p.m., with Mayor Jamie MacDonald presiding.

**PRESENT:** Deputy Mayor – Carma Williams  
Councillor at Large – Jacques Massie  
Councillor (Lochiel Ward) – Brenda Noble  
Councillor (Kenyon Ward) – Jeff Manley  
Councillor (Alexandria Ward) – Michel Depratto  
Councillor (Maxville Ward) – Johanne Wensink

**ALSO PRESENT:** CAO/Clerk - Sarah Huskinson  
Treasurer & Director of Finance – Kimberley Champigny  
Director of Community Services – Anne Leduc

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

### Resolution No. 1

**Moved by:** Carma Williams

**Seconded by:** Brenda Noble

That the Council of the Township of North Glengarry accepts the agenda of the Special Meeting of Council on Tuesday April 9, 2019.

**Carried**

4. ADOPTION OF PREVIOUS MINUTES
5. DELEGATIONS

#### a) Strategic Planning – McSweeney Inspiring Economic Sustainability

Ian Duff from McSweeney and Associates presented to Council the results of the community consultations.

6. STAFF REPORTS
7. UNFINISHED BUSINESS
8. CONSENT AGENDA
9. NEW BUSINESS
10. NOTICE OF MOTION – Next Meeting of Council, April 23, 2019
11. QUESTION PERIOD

12. CLOSED SESSION BUSINESS

13. CONFIRMING BY-LAW

14. ADJOURN

**Resolution No. 2**

**Moved by:** Michel Depratto

**Seconded by:** Jeff Manley

There being no further business to discuss, the meeting was adjourned at 6:20 p.m.

**Carried**

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**CAO/Clerk/ Deputy Clerk**

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**Mayor / Deputy Mayor**



# THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

## SPECIAL MEETING OF COUNCIL

**Tuesday April 9, 2019 at 7:00 p.m. – Council Chambers  
102 Derby Street West, Alexandria, On K0C 1A0**

A Special meeting of the Municipal Council was held on April 9, 2019 at 7:00 p.m., with Mayor Jamie MacDonald presiding.

**PRESENT:** Deputy Mayor – Carma Williams  
Councillor at Large – Jacques Massie  
Councillor (Lochiel Ward) – Brenda Noble  
Councillor (Kenyon Ward) – Jeff Manley  
Councillor (Alexandria Ward) – Michel Depratto  
Councillor (Maxville Ward) – Johanne Wensink

**ALSO PRESENT:** CAO/Clerk - Sarah Huskinson

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

### Resolution No. 1

**Moved by:** Carma Williams

**Seconded by:** Michel Depratto

That the Council of the Township of North Glengarry accepts the agenda of the Special Meeting of Council on Tuesday April 9, 2019 as amended.

**Carried**

### Additions to the Agenda

12 - (as this matter deals with litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board they may be discussed in closed session under sections 239 (2)(e) of the *Ontario Municipal Act*);

4. ADOPTION OF PREVIOUS MINUTES
5. DELEGATIONS
6. STAFF REPORTS
7. UNFINISHED BUSINESS
8. CONSENT AGENDA
9. NEW BUSINESS

#### a) Joint Infrastructure Overview

Mayor Prevost, on behalf of the Director of Public Works from South Glengarry, presented the joint infrastructure report outlining common road work and projects.

10. NOTICE OF MOTION – Next Meeting of Council, April 23, 2019

11. QUESTION PERIOD

12. CLOSED SESSION BUSINESS

**Resolution No. 2**

**Moved by:** Johanne Wensink

**Seconded by:** Jeff Manley

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

Litigation (as this matter deals with litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board they may be discussed in closed session under sections 239 (2)(e) of the *Ontario Municipal Act*);

**Carried**

**Resolution No. 3**

**Moved by:** Jeff Manley

**Seconded by:** Johanne Wensink

That we return to the Regular Meeting of Council at 8:32 p.m.

**Carried**

13. CONFIRMING BY-LAW

14. ADJOURN

**Resolution No. 4**

**Moved by:** Michel Depratto

**Seconded by:** Carma Williams

There being no further business to discuss, the meeting was adjourned at 8:34 p.m.

**Carried**

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CAO/Clerk/ Deputy Clerk

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Mayor / Deputy Mayor

# THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

## Committee of the Whole Meeting

Wednesday April 17, 2019 at 3:00 p.m. – Council Chambers  
102 Derby Street West, Alexandria, On K0C 1A0

A Committee of the Whole Meeting was held on April 17, 2019 at 3:00 p.m., with Deputy Mayor Carma Williams presiding.

**PRESENT:** **Councillor at Large** – Jacques Massie  
**Councillor (Lochiel Ward)** – Brenda Noble  
**Councillor (Kenyon Ward)** – Jeff Manley  
**Councillor (Alexandria Ward)** – Michel Depratto  
**Councillor (Maxville Ward)** – Johanne Wensink

**ALSO PRESENT:** **CAO/Clerk** - Sarah Huskinson  
**Deputy Clerk** – Lise Lavigne  
**Administrative Assistant** – Jena Doonan  
**Treasurer/Finance Director** – Kimberley Champigny  
**Director of Community Services** – Anne Leduc  
**North Glengarry Fire Chief** – Patrick Gauthier  
**Building/Planning & By-law Manager** – Jacob Rhéaume

**REGRETS:** **Mayor** – Jamie MacDonald

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

### **Resolution No. 1**

**Moved by:** Michel Depratto

**Seconded by:** Brenda Noble

The Committee Members accepts the agenda of the Committee of the Whole on Wednesday April 17, 2019.

**Carried**



4. DELEGATIONS

5. STAFF REPORTS

**CAO/Clerk's Department**

a) **Strategic Plan Update**

**Resolution No. 2**

**Moved by:** Jacques Massie

**Seconded by:** Michel Depratto

THAT the Committee of the Whole receives Staff Report No. AD-2019-08 – Strategic Plan Update for information purposes.

**Carried**

b) **Hourly Preferred Vendor Listing**

CAO/Clerk, Sarah Huskinson explained to the Committee of the Whole that staff is compiling a list of Hourly Preferred Vendors.

c) **CAO/Clerk – 2019 Workplan**

**Resolution No. 3**

**Moved by:** Brenda Noble

**Seconded by:** Michel Depratto

THAT the Committee of the Whole receives Staff Report No. AD-2019-07 – CAO/Clerk 2019 Workplan.

**Carried**

**Community Services Department**

d) **2018 Recreation Invoices**

**Resolution No. 4**

**Moved by:** Jeff Manley

**Seconded by:** Johanne Wensink

THAT the Committee of the Whole receives Staff Report No. COTW CS-2019-05; and

THAT the Committee of the Whole recommends that Council approve the transfer of \$23,159.00 from the Recreation Reserve Fund to the 2019 Recreation Island Park Capital Budget for the payment of two outstanding invoices from 2018.

**Carried**

**e) Community Services 2019 Workplan**

**Resolution No. 5**

**Moved by:** Michel Depratto

**Seconded by:** Brenda Noble

THAT the Committee of the Whole receives Staff Report No. COTW CS-2019-06 – Director of Community Services 2019 Workplan.

**Carried**

**Treasury Department**

**f) Funding update**

**Resolution No. 6**

**Moved by:** Johanne Wensink

**Seconded by:** Jeff Manley

THAT the Committee of the Whole receives Staff Report No. COW TR2019-13 - Funding Update for information purposes only.

**Carried**

**g) 2019 Tax Rate By-law**

**Resolution No. 7**

**Moved by:** Brenda Noble

**Seconded by:** Michel Depratto

THAT the Committee of the Whole receives by-law #15-2019 being a by-law to adopt the tax rates for the year 2019.

**Carried**

**h) Treasury 2019 Workplan**

**Resolution No. 8**

**Moved by:** Brenda Noble

**Seconded by:** Michel Depratto

THAT the Committee of the Whole receives Staff Report No. COW TR2019-12 – the Director of Finance/Treasurer 2019 Workplan.

**Carried**

**Planning/Building & By-law Enforcement Department**

**i) Planning/Building & By-law Enforcement 2019 Workplan**

**Resolution No. 9**

**Moved by:** Jeff Manley

**Seconded by:** Johanne Wensink

THAT the Committee of the Whole receives Staff Report No. BP-2019-06 – Chief Building Official 2019 Workplan.

**Carried**

**Fire Department**

**j) Fire 2019 Workplan**

**Resolution No. 10**

**Moved by:** Michel Depratto

**Seconded by:** Brenda Noble

THAT the Committee of the Whole receives Staff Report No. FS-COW-2019-02 – Fire Department 2019 Workplan.

**Carried**

**Public Works Department**

**k) Maxville Water Project**

**Resolution No. 11**

**Moved by:** Jeff Manley

**Seconded by:** Johanne Wensink

THAT, the Committee of the Whole of the Township of North Glengarry receives the additional roadwork report,

AND FURTHER, that the Committee of the Whole of the Township of North Glengarry directs staff to proceed with the additional roadwork as indicated in the attached table,

AND FURTHER, that the \$488,082 identified in the attached table be funded through the project budget.

**Carried**



**l) Public Works 2019 Workplan**

**Resolution No. 12**

**Moved by:** Johanne Wensink

**Seconded by:** Jeff Manley

THAT the Committee of the Whole receives Verbal Staff Report – Public Works Department 2019 Workplan.

**Carried**

6. UNFINISHED BUSINESS

7. OTHER BUSINESS

8. MATTERS ARISING FROM STANDING COMMITTEES

9. NOTICE OF MOTION – Next Committee of the Whole Meeting, May 22, 2019

10. ADJOURNMENT

**Resolution No. 13**

**Moved by** Jacques Massie

**Seconded by:** Michel Depratto

There being no further business to discuss, the meeting was adjourned at 4:28 p.m.

**Carried**

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**CAO/Clerk/ Deputy Clerk**

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**Mayor – Jamie MacDonald**

# **Section 5**

## **DELEGATIONS**

## **Section 6**

# **STAFF REPORTS**



**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** April 23, 2019

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

THAT Council receives Staff Report No. CS-2019-13; and

THAT Council approves the transfer of \$23,159.00 from the Recreation Reserve Fund to the 2019 Recreation Island Park Capital Budget for the payment of two outstanding invoices from 2018.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

**YEA**

**NEA**

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**Section 6 Item a**

## STAFF REPORT TO COUNCIL

Report No: CS-2019-13

April 23, 2019

From: Anne Leduc – Director of Community Services

RE: 2018 Recreation Invoices

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### Recommended Motion:

THAT Council receives Staff Report No. CS-2019-13; and

THAT Council approves the transfer of \$23,159.00 from the Recreation Reserve Fund to the 2019 Recreation Island Park Capital Budget for the payment of two outstanding invoices from 2018.

### Background / Analysis:

Two invoices that were part of Island Park Capital Projects were not captured in the 2018 year. Staff is requesting that funds from the Recreation Reserve be used to pay the invoices through this year's 2019 Island Park Capital Budget. The invoices are as follows:

Indik – Tennis Court repairs	\$17,915.00
St. Lawrence Testing – Asphalt Testing for walkway at Island Park	\$5,244.00
Total (Plus HST)	\$23,159.00

### Alternatives:

Option 1 – Recommended – That Council approves the transfer of \$23,159.00 from the Recreation Reserve Fund to the 2019 Recreation Island Park Capital Budget.

Or

Option 2 – Not recommended – That Council not recommend this transfer of funds.

**Financial Implications:**

The Recreation Reserve contains approximately \$80,000, a sum remaining from Recreation budgets that was transferred at the end of the 2018 fiscal year.

The Island Park Capital Budget for 2019 will be increased by \$23,159.00 to offset these expenses.

**Attachments & Relevant Legislation:**

N/A

**Others consulted:**

Kimberley Champigny – Director of Finance / Treasurer



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Sarah Huskinson – CAO / Clerk



**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** April 23, 2019

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

THAT the Council of the Township of North Glengarry receives by-law 15-2019 being a by-law to adopt the tax rates for the year 2019; and

THAT By-law 15-2019 be read a first, second and third time and enact in Open Council this 23rd day of April 2019.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

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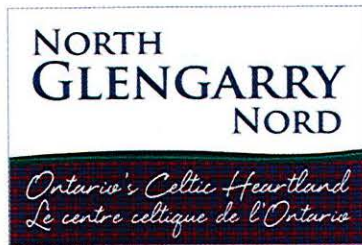
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**Section 6 Item b**



## STAFF REPORT TO COUNCIL

Report No: TR-2019-17

April 23, 2019

From: Kim Champigny, Director of Finance/Treasurer

RE: 2019 Tax Rates

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### Recommended Motion:

THAT Council of The Township of North Glengarry adopt by-law #15-2019 being a by-law to adopt the tax rates for the year 2019.

### Background / Analysis:

The 2019 Operating and Capital Budgets were approved by Council on February 11<sup>th</sup>, 2019 for which \$5,831,033 in municipal tax dollars is required to be raised. Annually, a tax rate by-law is required to authorize tax rates that are sufficient to generate property taxes required to support the municipal budget, as well education and county tax rates.

There are many consideration and components to the property tax system: assessment value; tax ratios; tax rates; capping; and, the annual operating budget amount. The Township tax rates have a municipal, county and education rate component. Of the total tax rate, 39% of the dollars are sent to the County, 26% are sent to the Province for the Education Tax and 35% of the dollars remain in the Township.

The assessment for each property in the Township is set by MPAC, the Municipal Property Assessment Corporation. All properties are assessed by MPAC every four years. The 2017 taxation year was the first year of the new assessment cycle, which is based on a valuation date of January 1, 2016, and therefore, we are in the third year of the assessment cycle. All increases to properties, due to the reevaluation in 2016, are phased in over the period of the four year assessment cycle. Any decreases in valuation, as a result of the 2016 valuation, were applied in 2017. The 2018 assessment roll, used in the 2019 taxation calculation, includes all of the phased in values, as well as any assessment growth due to new construction.

Section 308 of the Municipal Act requires that Municipal Council establish tax ratios by passing a by-law each year. Tax ratios distribute the tax burden amongst property classes and therefore, must be set prior to establishing the annual tax rates. The Township is a lower tier municipality and as such, the County sets the tax ratios for the Township to utilize. These tax ratios have been set for the 2019 taxation year, as well as the County rates. The Provincial Government sets the Education tax rates annually which

are sent to the Township to include in the total tax rate to levy to residents. The Township tax rate is calculated by dividing the net requirement, or the \$5,831,033, by the total weighted assessment.

The original estimation presented to Council earlier this year suggested a 0% increase in the overall tax rate. Based on the education rate, the adopted county rate and the approved municipal levy, as predicted, there will be a 0% increase to the total tax rate.

**Alternatives:**

Option 1: Adopt the 2019 tax rates

Option 2: Do not adopt the 2019 tax rates.

**Financial Implications:**

The adoption of tax rates does not change the overall taxation revenue of the municipality.

**Attachments & Relevant Legislation:**

**Others Consulted:**

N/A



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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk



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

**BY-LAW NO. 15-2019**

**BEING A BY-LAW TO ADOPT THE ESTIMATES OF ALL SUMS REQUIRED DURING THE YEAR AND TO ADOPT TAX RATES FOR THE YEAR 2019**

**WHEREAS** Section 290 of the Municipal Act, 2001, as amended, provides that a local municipality shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality;

**AND WHEREAS** Section 312 (2) of the Municipal Act, 2001, as amended, provides that a local municipality shall, each year, pass a by-law levying a separate tax rate, as specified in the by-law, on the assessment in each property class in the local municipality rateable for local municipality purposes;

**AND WHEREAS** Section 312 (4) of the Municipal Act, 2001, as amended, authorizes municipalities to pass by-laws for purposes of raising a special local municipality levy, a local municipality shall, each year, pass a by-law levying a separate tax rate, as specified in the by-law, on all or part of the assessment, as specified in the bylaw, in each property class in the local municipality rateable for local municipality purposes;

**AND WHEREAS** Section 312 (5) of the Municipal Act, 2001, as amended, indicates the assessment in each property class includes any adjustments made under section 32, 33, 34, 39.1 or 40 of the Assessment Act, R.S.O. 1990 Chapter A.31, as amended, to the assessments on the assessment roll as returned for the taxation year if the adjustments are made on the tax roll before the by-law mentioned in subsection (4) is passed for the taxation year;

**AND WHEREAS** Section 208 (1) of the Municipal Act, 2001, as amended, states that a municipality shall annually raise the amount required for the purposes of a board of management, including any interest payable on money borrowed by it for the purposes of the board of management;

**AND WHEREAS** Section 326 (1)(a)(e) of the Municipal Act, 2001, as amended, states that a municipality may by by-law identify a prescribed special service and determine whether all or a specified portion of the additional costs determined in clause (d) shall be raised under subsection (4) of Section 326;

**AND WHEREAS** the United Counties of Stormont, Dundas and Glengarry, has, under By-Law No. 5145 directed each lower-tier Municipality to levy Tax Ratio's;

**AND WHEREAS** the United Counties of Stormont, Dundas and Glengarry, has, under By-Law No. 5146 directed each lower-tier Municipality to levy specified tax rates for the purpose of raising the general upper-tier levy;

**AND WHEREAS** the United Counties of Stormont, Dundas and Glengarry, has, under By-Law 5144, adopted optional tools for the purposes of administering limits for the Commercial, Industrial and Multi-Residential Property Classes;

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

1. That the Council of the Corporation of the Township of North Glengarry has considered the estimates of the Municipality and deems it necessary that the amount of \$5,831,033 be adopted as its requirements for the year 2019.
2. That for the year 2019, the tax rates as shown on Schedule "A" to this by-law, shall be levied upon the whole of the assessment in each property class.
3. That the rate of \$165.00 per Residential Unit (RU), and Farm Residential Unit (FRU) and Seasonal Dwelling (RDU) as defined and classed as such in the Collector's Roll from the Assessment Office be charged annually on the tax roll for Garbage and Recycling Fees.

4. That any amounts received by the interim instalments for 2019 shall be deducted from the amounts levied by this by-law. The amount for Interim Instalments were calculated by using the current Assessment Roll times 50% of the 2018 Tax Rate.
5. That for Payments-In-Lieu of taxes and railway right-of-ways due to the Corporation of the Township of North Glengarry, the actual amount due shall be based on the assessment roll and the tax rates for the year 2019.
6. That taxes shall be payable in two instalments (July 31<sup>st</sup>, 2019 and September 30<sup>th</sup>, 2019) for the uncapped classes.
7. That the due dates and instalments for the final taxes for the capped classes will be the same as in Item 6.
8. That the due dates for all Supplementary and Omitted assessments will be payable in two instalments.
9. That penalties for late payment shall be charged at 1.25% per month or 15% per annum charged on the first day of each month on the unpaid balance.
10. That the Treasurer is authorized to mail or cause to be mailed notice of taxes due to the address of the residence of the landowner or commercial property owner or to the address of the person to whom notice is required to be given.
11. That taxes shall be payable at the Township Office in Alexandria, at most Financial Institutions in Canada or by mail.
12. Taxpayers have the option of paying Realty and or Commercial taxes through pre-authorized payments, based on ten monthly payments per year electronically transferred from their bank accounts, through equalized monthly payments from January to and including October in each year. The tax account of the property owner must be up to date in order to enroll in this plan.
13. Taxpayers enrolled in the pre-authorized monthly payment plan who are making all their payments on the scheduled dates will not be subject to penalty for non payment of taxes on any outstanding balances on the due dates. The following exceptions will apply:
  - A) In the event of an "Insufficient Funds" notice the resident will be charged the appropriate NSF charge as well as penalty and interest for non-payment .
  - B) Two instances of "Insufficient Funds" notices by a taxpayer, in the course of the monthly update, will result in the removal of the subject taxpayer from the payment plan.
14. The Treasurer is empowered to accept part of the payment of taxes from time to time on account of taxes due.
15. The Treasurer is hereby authorized to place any outstanding amounts owed to the Municipality as a sum on the appropriate tax account to be collected in like manner as taxes.
16. That any remaining operating surpluses be transferred to the specific departments' working fund reserves (fire, roads, recreation, RARE and water/sewer departments) and any deficits incurred by these same departments be funded from their specific working fund reserve or capital expenditure reserves at year-end of the same fiscal year.
17. That any remaining operating surpluses for all other departments be transferred to the working fund reserve account and any operating deficits for all other departments be transferred from the working fund reserve account at year-end of the same fiscal year.
18. This By-Law replaces By-Law #27-2018 which is hereby repealed.

This By-Law shall come into force and effect upon the date of the final reading thereof.

**READ** a first, second and third time and passed in Open Council this 23<sup>rd</sup> day of April, 2019.

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**CAO/Clerk /Deputy Clerk**

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**Mayor / Deputy Mayor**

I hereby certify this to be a true copy of By-Law No. 15-2019, and that such By-Law is in full force and effect.

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**Date Certified**

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**CAO/Clerk / Deputy Clerk**

The Corporation of the Township of North Glengarry  
2019 Final Tax Rates

Schedule "A" to Bylaw 15-2019

Property Class		Current Value	Tax Rate	Municipal	%	Upper Tier	Upper Tier	%	Education	Education	%	2019	
												Assessment	Municipal
Residential & Farm	RT	818,354,016	0.5212773	4,265,894	0.00%	0.5790	4,738,270	-2.41%	0.1610	1,317,550	-10.06%	1.26127730	10,321,713
Residential - Education Only - EP	RD	211,400	0.0000000	0	0.00%				0.1610	340		0.16100000	340
Multi-Residential	MT	9,622,350	0.5212773	50,159	0.00%	0.5790	55,713	-45.48%	0.1610	15,492	-10.06%	1.26127730	121,365
New Multi-Residential	NT	1,104,000	0.5212773	5,755	100.00%	0.5790	6,392	-76.45%	0.1610	1,777	-88.42%	1.26127730	13,925
Large Industrial	LT	0	2.1597812	0	0.00%	2.3988	0	-2.42%	1.2900	0	-7.19%	5.84858120	0
Farmlands	FT	421,629,123	0.1303193	549,464	0.00%	0.1447	610,097	-2.43%	0.0403	169,706	-10.06%	0.31526930	1,329,267
Commercial	CT	61,156,231	0.8517812	520,917	0.00%	0.9460	578,538	-2.42%	1.2900	788,915	-7.19%	3.08778120	1,888,371
<i>Commercial Construction (New)</i>	XT	18,986,478	0.8517812	161,723	0.00%	0.9460	179,612	-2.42%	1.0300	195,561	-9.65%	2.82778120	536,896
Industrial	IT	11,405,651	1.0756208	122,682	0.00%	1.1946	136,252	-2.43%	1.2900	147,133	-7.19%	3.56022080	406,066
<i>Industrial Construction (New)</i>	JT	5,136,545	1.0756208	55,250	0.00%	1.1946	61,361	-2.43%	1.0300	52,906	-9.65%	3.30022080	169,517
Pipeline	PT	4,990,532	0.7130375	35,584	0.00%	0.7919	39,520	-2.43%	1.0300	51,402	-6.12%	2.53493750	126,507
Managed Forest	TT	4,991,755	0.1303193	6,505	0.00%	0.1447	7,223	-2.43%	0.0403	2,009	-10.06%	0.31526930	15,737
Parking Lot	GT	35,875	0.8517812	306	0.00%	0.9460	339	-2.42%	1.2900	463	-7.19%	3.08778120	1,108
Shopping Centre	ST		0.8517812	0	0.00%	0.9460	0	-2.42%	1.2900	0	-7.19%	3.08778120	0
<i>Construction Shopping Centre (NEW)</i>	ZT	4,225,443	0.8517812	35,992	0.00%	0.9460	39,973	-2.42%	1.0300	43,522	-9.65%	2.82778120	119,486
Commercial Excess Vacant Unit	CU	599,527	0.5962469	3,575	0.00%	0.6622	3,970	-2.43%	1.0965	6,574	12.69%	2.35494690	14,119
Commercial Vacant Land	CX	2,217,546	0.5962469	13,222	0.00%	0.6622	14,685	-2.43%	1.0965	24,315	12.69%	2.35494690	52,222
<i>Commercial Excess Vacant (New Construction)</i>	XU	313,747	0.5962469	1,871	0.00%	0.6622	2,078	-2.43%	0.7210	2,262	-9.65%	1.97944690	6,210
Shopping Centre Excess Land	SU		0.5962469	0	0.00%	0.6622	0	-2.43%	1.0965	0	12.69%	2.35494690	0
Industrial Excess Land	IU	95,950	0.7529345	722	0.00%	0.8362	802	-2.43%	1.0965	1,052	12.69%	2.68563450	2,577
Industrial Vacant Land	IX	187,601	0.7529345	1,413	0.00%	0.8362	1,569	-2.43%	1.0965	2,057	12.69%	2.68563450	5,038
<i>Industrial Excess (New Construction)</i>	JU		0.7529345	0	0.00%	0.8362	0	-2.43%	0.7210	0	-9.65%	2.31013450	0
Large Industrial Vacant Unit Excess Land	LU	0	1.5118470	0	0.00%	1.6791	0	-2.42%	1.0965	0	12.69%	4.28744700	0
		<b>1,365,263,770</b>		<b>5,831,033</b>			<b>6,476,394</b>			<b>2,823,038</b>			<b>15,130,465</b>
				39%			43%			19%			



**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** April 23, 2019

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

THAT, the Council of the Township of North Glengarry receives the additional roadwork report,

AND FURTHER, that the Council of the Township of North Glengarry directs staff to proceed with the additional roadwork as indicated in the attached table,

AND FURTHER, that the \$488,082 identified in the attached table be funded through the project budget.

**Carried**  
\_\_\_\_\_

**Defeated**  
\_\_\_\_\_

**Deferred**  
\_\_\_\_\_

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

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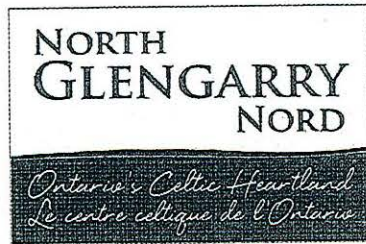
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**Section 6 Item c**



RDS-2019-05

## STAFF REPORT TO COMMITTEE OF THE WHOLE

March 20, 2019

From: Sarah Huskinson  
On behalf of Dave Malcolm, Interim Director of Public Works

RE: Additional roadwork in Maxville

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### **Recommended Motion:**

THAT, the Committee of the Whole of the Township of North Glengarry receives the additional roadwork report,

AND FURTHER, that the Committee of the Whole of the Township of North Glengarry directs staff to proceed with the additional roadwork as indicated in the attached table,

AND FURTHER, that the \$488,082 identified in the attached table be funded through the project budget.

### **Background / Analysis:**

The Maxville Water Project is moving along very well; under budget and on schedule. The distribution system in the village is 88% complete, the water tower is 90% complete, the transmission main is 88% complete, the booster station construction contract has been awarded and the tender for the water plant upgrades is scheduled to be out by the end of June.

Staff have received an updated budget from EVB Engineering which indicates that the project is projected to under budget by approximately \$600,000. This projection includes contingency allowances and projections for the booster station and water plant upgrades.

Attached to this report is a map of Maxville indicating which streets will have trench restoration only and which will have full asphalt. This gives Council a good visual of which streets have been completed and those which will be done in the next few months. It also shows which streets will not have full asphalt and will only have the "trench" which was dug for the water main reinstated, leaving the remainder of the street "as is".

Also attached to this report is a proposed budget for additional work to convert the "trench restoration" streets to full asphalt. The total cost of this work is \$488,082. Staff

are recommending that the \$600,000 surplus be used to fund additional roadwork that is required in Maxville as part of the reinstatement.

Staff, with the assistance of EVB, are also working on additional sidewalk work that may be required. This information will be coming to Council in the near future.

**Alternatives:**

N/A

**Financial Implications:**

The additional roadwork of \$488,082 can be covered by the current budget for the Maxville Water Project.

**Others consulted:**

EVB Engineering

**Attachments:**



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Reviewed by Sarah Huskinson – CAO/Clerk

# North Glengarry Regional Water Project

## 2019 Budgetary Forecasting for Roadway Reconstruction and Rehabilitation

Road	From	To	Rating	Priority	Km	Width	Cost
Fair St	Robert St	Fairgrounds	4	B	0.25	7.8	\$73,408
King St S	County Road 22 (Mechanic St)	Prince St	4	C	0.1	6.7	\$16,393
Adelaide St	King St S	Queen St	4	C	0.07	7.2	\$12,840
Queen St	Mechanic St W	Adelaide St	4	C	0.1	6.7	\$16,393
Carr St E	County Road 20 (Main St)	0.07 km E of Main Street	5	C	0.07	7.4	\$29,429
Carr St E	0.07 km E of Main Street	0.7 km E of Main Street	5	C	0.76	5.4	\$93,073
Robert St	Mechanic St	Fair Street	5	C	0.2	7	\$35,125
Alexander St E	Main Street	Marlborough St	5	C	0.03	7.7	\$8,668
Alexander St E	Marlborough St	Robert St	6	C	0.09	6.6	\$14,402
Fair St	County Road 20 (Main St)	Robert St	7	B	0.15	7.8	\$31,024
Marlborough St	Mechanic St	Campbell Crescent		C	0.64	8.8	\$157,328

2.46

\$488,082



**Section 7**

**UNFINISHED**

**BUSINESS**

# **Section 8**

# **CONSENT AGENDA**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** April 23, 2019

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

THAT the Council of the Township of North Glengarry receives the Staff Reports from the consent agenda for information purposes only.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

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**Section 8**



## STAFF REPORT TO COUNCIL

Report No: AD-2019-08

April 17, 2019

From: Sarah Huskinson – Chief Administrative Officer/ Clerk

RE: Strategic Plan Update

---

### Recommended Motion:

THAT the Committee of the Whole receives Staff Report No. AD-2019-08.

### Background / Analysis:

Ian Duff from McSweeney and Associates presented the results of the community consultations at a Special Council meeting on April 9, 2019. The community consultations consisted of 10 individual stakeholder interviews, 4 stakeholder sessions, and over 460 online surveys. McSweeney compiled and analyzed the information to be presented to Council and Staff.

The results of the community consultations identified many of North Glengarry's strengths: the people who live here, the small town feel, the natural environment, and community/business assets within the Township. The main challenges were identified as the: expansion of the lagoon, better internet, school closures, roads, property standards, and more growth in residential/businesses.

The three potential themes identified were:

- Priority Infrastructure
- Priority Community Assets
- People

McSweeney has provided to Staff the detailed results of the surveys, a situational analysis, and also the soft copy of the presentation to Council. Staff will take these results, the notes from the Council visioning session, and also Staff workplans for the next few years, and begin to compile a draft plan for Council's approval.

### Alternatives:

None.



**Financial Implications:**

None.

**Attachments & Relevant Legislation:**

None.

**Others Consulted:**

None.

A handwritten signature in black ink, appearing to read "Sarah Huskinson". The signature is written in a cursive style with a large initial 'S' and 'H'.

Sarah Huskinson  
Chief Administrative Officer/ Clerk

## STAFF REPORT TO COUNCIL

Report No: AD-2019-07

April 17, 2019

From: Sarah Huskinson – Chief Administrative Officer/ Clerk

RE: 2019 Workplan

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### **Recommended Motion:**

THAT the Committee of the Whole receives Staff Report No. AD-2019-07.

### **Background / Analysis:**

The CAO/Clerk's Department is presenting Council's with their workplan for 2019. There is a great deal of policy work to be done. The community consultation portion of the Strategic Plan is complete and training on the meeting management software has begun. Both of these projects are on schedule. Details and timelines are attached for Council's review for the remainder of the work to be done in the CAO/Clerk's Department.

### **Alternatives:**

None.

### **Financial Implications:**

None.

### **Attachments & Relevant Legislation:**

None.

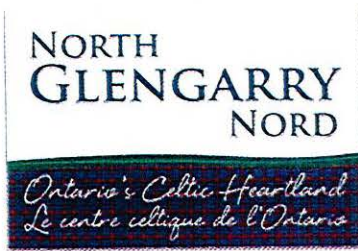
### **Others Consulted:**

None.



Sarah Huskinson  
Chief Administrative Officer/ Clerk

CAO/Clerks Department Tasks		Deliverable	Involvement	2019				2020	Progress
				Q1	Q2	Q3	Q4		
Strat Plan									
Policies	Code of Conduct for Council	Report to Council	SH, Council	■	■				
	Communications Plan	Internal Document	SMT	■	■				
	Complaints Protocol Policy				■	■			
	Council Staff Relations Policy	Report to Council	SMT, Council						
	Delegation of Authority By-Law	Report to Council	SH, LL						
	HR Policy	Report to Council	SMT	■	■				
	Records Management Policy	Report to Council	SH, LL		■	■			
Other	Accountabilty and Transparency Policy	Ongoing	SH	■					Complete in March 2019
	Appointment of Integrity Commissioner	Report to Council	SH		■				
	Customer Service Training	Training	All Staff		■		■		
	Emergency Management Training	Training	EMC		■				
	E-Scribe Meeting Management	Program	SH, LL, JD	■	■				Training has started
	HR filing system	Internal Document	SH, JD	■	■				
	Information Technology Replacement Plan	Internal Document	SH, RE		■	■			
	Investigation	Ongoing	SH	■	■				
	Legal Matters	Ongoing	SH						
	Review of Municipally Owned Land	Internal Document	SMT		■	■			
	Strategic Plan	Report to Council	Staff, Council	■	■				Community Consultation Complete
	Wellness Program	Program	SH, JD	■	■				



## **COMMITTEE OF THE WHOLE**

### **KEY INFORMATION REPORT**

**Report No: COTW CS-2019-06**

April 17, 2019

From: Anne Leduc – Director of Community Services

RE: Community Services Department

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The table enclosed at the end of this report shows the progress on the various projects undertaken by the Community Services Department.

### **FACILITIES**

#### **Removal of Aquatic Vegetation from Mill Pond**

The Township has received approval to remove aquatic vegetation from Mill Pond conditional on ensuring that the same mitigation procedures in place in 2018 are in place for 2019. An advisory must be issued to the Department of Fisheries and Oceans 10 days prior to start. Target date is the week of June 17<sup>th</sup> at the latest (depending on weather and activities in fish nests).

### **COMMENTS**

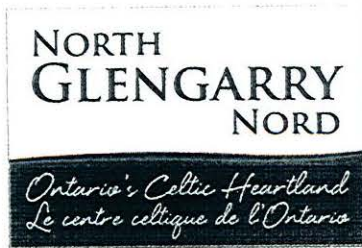
This report is presented for information purposes only.



	Community Services Tasks	Deliverable	Involvement	2019				2020	Progress
				Q1	Q2	Q3	Q4		
Strat Plan									
Capital Projects	IP - Removal of Band Shell	Report to COTW	JD	█					
	IP - Outdoor Exercise Equipment	Report to COTW	AL, JD	█	█	█	█	Glengarry Community Living	
	IP - Soccer Benches & Cement Work	Report to COTW	JD	█	█				
	Dome - Counter Reno	Ongoing	AL, JD	█	█				
	Dome - Floor Reno	Ongoing	AL, JD	█	█				
	EcDev - Branding Signage	Ongoing	TK	█	█	█			
	EcDev - Interpretive Panels	Ongoing	TK	█	█	█			
	GSP - Condenser Water Supply Tank	Ongoing	RW	█	█				
	GSP - Stove for Community Kitchen	Ongoing	RW	█	█	█			
	IP - Change Tables & Sink	Ongoing	AL, JD	█	█				
	IP - Micro Nets	Ongoing	AL, JD	█	█				
	KingGpk - Electrical Panel	Ongoing	JD	█	█				
	Millsq - Architectural Design	Ongoing	AL	█	█	█			
	MSC - Counters Bathrooms	Ongoing	JA	█	█				
	MSC - QEL Amonia Detector	Ongoing	JA	█	█				
	MSC - Water lateral Connection	Ongoing	AL, JA	█	█	█	█		
	Other	Admin - Business & Community Awards Gala	Event	AL, TK, MD	█	█	█		
Admin - Hiring Program Coordinator		Report to COTW	AL, SH	█					
Admin - Ice Contract Forms - 2019 Fall Pre-Ice Season		Report to COTW	AL, MD	█					
Admin - Ice Contract Forms 2019 / 2020 Season		Ongoing	AL, MD	█	█				
Admin - Lighting of Island Park		Event	AL, JD & Others	█	█	█	█		
Admin - Recreation Policies and Procedures		Ongoing	AL, JA, JD, RW	█	█	█	█		
Admin - Staff Regulatory Training		Ongoing	AL, JA, JD, RW	█	█	█	█		
ComDevCttee - Terms of Reference		Report to Council	AL	█	█				
Dome - Programming - Flag Football		Report to COTW	AL, JD	█					
Dome - Programming - Running Program 2019 Session 1		Report to COTW	AL, JD	█					
Dome - Programming - Running Program 2019 Session 2		Ongoing	AL, JD	█	█				
Dome - Programming - Track for Seniors		Ongoing	AL, JD	█	█	█			
Dome - Programming - Women's Volleyball		Report to COTW	AL, MD, JD	█					
Dome - Programming - Youth Floor Hockey		Ongoing	AL, MD, JA, RW	█	█	█			
Dome - Reinstatement of flood damages		Ongoing	AL, JD	█	█				
Dome, GSP, MSC, IP - Programming - 2019 Family Day		Report to COTW	Rec Dept	█					
Dome, GSP, MSC, IP - Programming - 2019 March Break		Report to COTW	Rec Dept	█					
GSP - Audit		Ongoing	AL, MD	█	█				
GSP - Debt recovery - Glengarry Highlanders		Report to COTW	AL, Finance	█					
GSP - Programming - Yoga 2019 Session 1		Report to COTW	AL, MD	█					
GSP - Programming - Yoga 2019 Session 2		Ongoing	AL, MD	█	█				
GSP, IP - Soccer Fields (Preparation & Closures)		Ongoing	AL, JD, RW	█	█				
GSP, MSC - Programming - Floor Hockey		Ongoing	AL, MD, JA, RW	█	█	█			
IP - Aquatic Vegetation Removal Permit		Ongoing	AL	█	█				
IP - Programming - 2019 Swimming Lessons		Ongoing	AL	█	█				
IP - Programming - Summer Camp		Ongoing	AL	█	█				
MSC - Heating renovations		Ongoing	AL, JA	█	█				
MSC - Programming - Kilt Skate		Report to COTW	AL, TK & Others	█					

Preparation █  
Execution █  
Complete █





## STAFF REPORT TO COUNCIL

Report No: COW TR2019-13

March 22, 2019

From: Kim Champigny – Director of Finance/Treasurer

RE: Funding Update

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### **Recommended Motion:**

THAT the Committee of the Whole receives Staff Report No. COW TR2019-13 for information purposes only.

### **Background / Analysis:**

This report is to provide Council with some information on four different funding streams – the Ontario Municipal Partnership Fund (OMPF), a one-time payment to support small and rural municipalities, the Ontario Community Infrastructure Fund (OCIF), and the Investing in Canada Infrastructure (ICIP) program.

In a letter dated March 14<sup>th</sup>, 2019, it was indicated that OMPF allocations would be reduced by 4% (\$98,800) for 2019. Since there was no information at budget time for this reduction, the 2019 budget reflects the non-reduced amount of \$2,258,500. Although it may be prudent to revise the budget, I feel that we should see where Township's financial position falls at year end and possibly take from reserves to cover the shortfall. OMPF funding is based on three items, an Assessment Equalization Grant, a Rural Communities grant and a Northern and Rural Fiscal Circumstance Grant – all using total households in the Township in their calculations.

On March 20<sup>th</sup>, 2019 we received a letter from the Minister of Municipal Affairs and Housing indicating that the Township would be receiving a one-time payment to support small and rural municipalities in the amount of \$598,861. This has solved the issue of revising the budget. This funding is based on the number of rural and urban households within the Township.

The exact use for these funds has not been determined, but I am suggesting that these funds be put to reserves and used to help offset costs in the 2020 budget. Due to already stretched resources based on the projects planned for 2019, I think it is better to plan for future items rather than rush to spend these funds.

Also, on March 14<sup>th</sup>, 2019 we received a letter from the Ministry of Infrastructure and Ministry of Agriculture, Food and Rural Affairs indicating the 2018 Top Up Applications and 2019 OCIF Top-Up intake had been cancelled. The Township applied to this program in 2017 and was not successful. It was again applied for in 2018 which has now been cancelled. Both times, the Township applied for the replacement of the Creek Road Bridge. The 2018 OCIF Top Up application indicated the cost of the project to be just over \$2.2 million with grant funding available as just under \$1.6 million. This project was not placed in the 2019 budget as we were unsure if funding would be approved.

There is a new program being initiated in 2019 called Investing in Canada Infrastructure (ICIP). This program commits up to \$30 billion in combined federal and provincial funding to support public transit, green infrastructure, community, culture and recreation, and rural and northern infrastructure investments (roads, bridges, air and marine needs). This grant is competitive in nature and for our Township, the shared costs for approved projects would be 50% federal, 33.33% provincial and 16.67% municipal. The ICIP program launched on March 18<sup>th</sup>, with an early intake submission deadline of April 14<sup>th</sup>, 2019. A previous Council report suggested applying for the Creek Road Bridge as the information is ready for the grant submission.

For information purposes.

**Alternatives:**

None.

**Financial Implications:**

None.

**Attachments & Relevant Legislation:**

None.

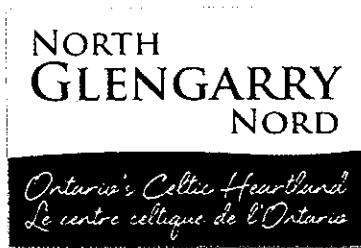
**Others Consulted:**

CAO/clerk



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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk



## STAFF REPORT TO COUNCIL

Report No: COW TR2019-16

April 4, 2019

From: Kim Champigny – Director of Finance/Treasurer

RE: 2019 Workplan – Updated for April

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### **Recommended Motion:**

THAT the Committee of the Whole receives Staff Report No. COW TR2019-16 – the Director of Finance/Treasurer 2019 Workplan updated for April 2019.

### **Background / Analysis:**

The Treasury Department is presenting Council with their workplan for 2019. There is a great deal of policy work to be done to ensure transparency and consistency.

The Asset Management Software implementation will be a large project with tight deadlines due to the deadline for completion to be eligible for funding.

A big focus for the Department will be continued tax collection to reduce arrears. The new Tax Collector will be starting April 23, 2019 so you will see a change in the configuration of the office as another desk is added to Linda Lancaster's area.

The first quarter CWWF federal portion of the Maxville water project claim has been submitted.

After discussion with SMT, new cost centres will be added to capital accounts to streamline capital asset cost recording.

To reduce risk, the Accounts Receivable/Utility Billing, Accounts Payable, and Payroll functions will all have alternate backup staff trained to do these functions. Jena Doonan has been learning the Accounts Receivable/Utility billing process as a backup to that position.

### **Alternatives:**

None.

**Financial Implications:**

None.

**Attachments & Relevant Legislation:**

None.

**Others Consulted:**

A handwritten signature in cursive script, appearing to read "Sarah Huskinson".

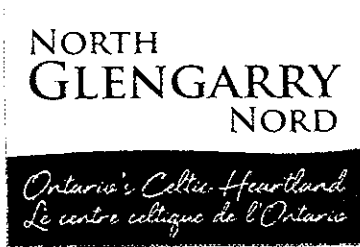
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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk

Treasury Department Tasks	Deliverable	Involvement	2019				2020	Progress
			Q1	Q2	Q3	Q4		
Accounts Receivable Policy	Policy approved by Council	SM,KC		Green				
Utility Billing Policy	Policy approved by Council	SM,KC		Green				
Travel Policy	Policy approved by Council	KC, SH	Blue					Approved by council
Review Records Retention Policy	Policy approved by Council	KC, SH		Green				
Credit Card Policy	Council	KC, SH		Green				
New Check Pro procedures have been documented	Procedure created	SM,KC	Blue					
Asset Management Software Implementatin	Software installed and staff trained resulting in a usable product	Dept		Green	Yellow			Resources to complete could be an issue
Council Remuneration Bylaw	Bylaw Approved	KC, SH	Blue					
Review Tax Arrears, more letters, and tax collection	Increased Collections, reduced arrears and increased cash flow	LL, KC	Blue		Green			
Sale of 2018 registered tax sale property	Cash for sale of property	KC, RM, SH				Yellow		Potential of over 20 properties for sale in the fall.
Water rates Maxville	Confirmed water rates approved for Maxville	KC, RM, SH			Green			
10 year capital plan template to directors	Plan sent and completed by Directors for 2020 budget	KC, Directors				Yellow		
Rescind FGT bylaw for bridges only	Rescind Bylaw	KC			Green			
Variance reports - Monthly to Directors	Variance reports delivered to Directors	KC	Blue					
2020 Budget	Budget complete	KC, Directors			Green			
A/R and Utility training for backup	Trainee completes A/R	KC, SM, JD	Yellow	Blue				
A/P training for backup	Trainee completes A/P	KC, RK, JD	Green	Yellow				
Payroll training for backup	Trainee completes payroll	KC, RK, JD		Yellow				
RBC Form 349	Form submitted to RBC	KC	Blue					
Hire New Tax Collector	Tax Collector Hired	KC, LL, RK		Blue				
Municipal Audit	Audit Complete	KC, RK, SM, LL, LL	Green	Yellow				
Maxville Water Project Funding	Funding from grants or LTD complete	KC, RK	Yellow	Yellow				Continue review for bridge financing. Awaiting confirmation from province
Checkpro Automatic Deposit	Automatic Cheque Deposits	KC, SM, LL	Blue					Great, efficient tool with backup staff positions.
Employee BBQ	BBQ complete	All employees		Green				Sarah set it for June
Year End Financial Processing	Audited financial statements	SM, RK, KC	Yellow	Yellow				
CWWF Claim Jan 1 - Mar 31/19	Claim submitted	KC		Blue				Claim is \$1,241,080
Creation of new building permit deposit tracking form	Balances to GL monthly	KC, JR, CL		Yellow				Procedures clarified. Hopefully perfect for Q2
Creation of cost centres for capital	Cost centres complete	KC, SMT		Yellow				

Preparation   
Execution   
Complete 





**STAFF REPORT TO COUNCIL**

**Report No: BP-2019-06**

**April 17, 2019**

**From:** Jacob Rheume – Chief Building Official

**RE:** 2019 Work Plan

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**Recommended Motion:**

THAT the Committee of the Whole receives Staff Report No. BP-2019-05 – the Director of Building, By-law & Planning 2019 Work Plan.

**Background / Analysis:**

The Building, By- Law & Planning Department is presenting the Committee of the Whole with their work plan for 2019.

The Planning department is required to update the Comprehensive Zoning By-law, although part of the work has started prior to 2019, it still needs to be reviewed and implemented to include new cannabis regulations, which we are working on. Our Planner has already started to work with JL Richards to update the Comprehensive Zoning By-law. We are still in the process of reviewing what was done and what will need to be done, while trying to save consultation costs. A new Site Plan Control By-law will also be put in place for an easier process for the land owners and developers. We will also discuss a Sub-Division application process for the future, our Planner also has started to do some research on what would be required from developers in order to get the Ministry's approval for new subdivisions within the Urban Settlement Area of Alexandria. Also note that there is still the LPAT appeal for the Official Plan in progress.

The By-law Enforcement Officer will be taking on more dog enforcement and animal control; most of the By-law creation/review relates to animal control, including dogs and livestock, poundkeeping, etc. There is currently an agreement in place for all Townships of SDG for a dog catcher until the end of 2019 but we are looking into some other options for after, along with the other Townships. We recently decided that it was of best interest for North Glengarry to pull out of a joint kennel for animal control throughout the United Counties. The By-law Enforcement Officer and the Department are currently working on a new Animal Control By-law, a Poundkeeper By-law and an Exotic/Prohibited Animal By-law. The Clean Yards is also

being implemented for better enforcement coverage and a first draft will be presented to Council soon. The By-law Enforcement Officer will be going ahead with the same complaint tracking system software as the Public Works Department.

The Building Department is in the middle of the process for two new developments; Site Plan Control will be in effect for both so Council will be made aware with them when they go through; SPDA will be presented to Council in the next month. The Department is working alongside IT to create a newer software for Building Permit Applications & tracking system being linked with Zoning. Some updates like civic numbers, severances and ZBA need to be done prior. The sign By-law is also being reviewed.

**Alternatives:**

None.

**Financial Implications:**

No financial implications to the Township

**Attachments & Relevant Legislation:**

None.

**Others consulted:**

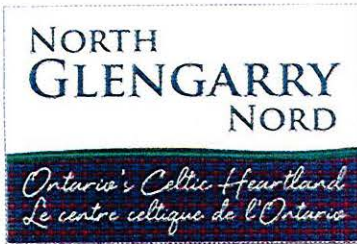
Todd McDonell, *By-law Enforcement Officer*  
Kasia Olszewska, *Planner*



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Reviewed by  
Sarah Huskinson – CAO/Clerk

Building, Planning, By-Law Department Tasks		Deliverable	Involvement	2019				2020
				Q1	Q2	Q3	Q4	
Strat Plan								
Policies	Draft Zoning By-law Review (2017)	Approved by Council	KO, JR					
	Cannabis use - Zoning By-law Amendment	Approved by Council	KO					
	Creation of Site Plan Control By-law	Approved by Council	KO					
	Creation of Animal Control By-law (SDG)	Approved by Council	TM, JR					
	Creation of Livestock/Poundkeeper By-law	Approved by Council	TM, JR					
	Review of Clean Yards By-law	Approved by Council	TM, JR					
	Review of Garage Sale By-law	Approved by Council	TK, JR					
	Review of Sign By-law	Approved by Council	JR					
Other	Main Street Renewal Project	Ongoing Planning/ Public Works/ SDG project	KO, RM, TK					
	Town Core & Rural Cycling Project	Ongoing Planning/ Ec. Dev./ SDG project	KO, TK					
	Update of current GIS	IT building a new software for building permits and zoning references and tracking	KO, JR					
	Ongoing ZBA, MV	Ongoing Planning	KO					
	Ongoing Consent Applications	Ongoing Planning	KO					
	Ongoing OP Appeal (SDG)	Ongoing Planning/ Township and SDG Appeal	KO					
	2 large scale project Building/Site Plan	New development in the Township	KO, JR					
	Building Permit Application & Tracking Software	IT building a new software for building permits and zoning references and tracking	RE, JR					
	Dog tags tracking	By-law Officer to overlook the entered date	TM, CL					
	By-law/Complaint Software	Easier and simpler tracking software for complaints	TM, CL					
	Nutrient Management Plan training/update	New training required to ensure OMAFRA compliance	JR					
	Review Dog Catcher Duties	Current contract to expire	TM, JR					
	Ongoing By-law Complaints	Ongoing By-law	TM					
	Ongoing Building Permit Applications	Ongoing Building	JR					
	Outstanding Building Permits (Hospital/Schools)	Hospital and Schools have some outstanding building permits and needs to be closed	CL, JR					
Office Painting	All Township offices to be repainted	JR						



## STAFF REPORT TO COUNCIL

Report No: COW FS 2019-02

April 17th, 2019

From: Pat Gauthier - Fire Chief

RE: 2019 Work plan

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### **Recommended Motion:**

That the Committee of the Whole receives Staff Report No. COW FS-2019-02 the Fire Chief's 2019 Work plan update.

### **Background / Analysis:**

The work plan update shall serve as a progress report for Council. As previously stated in the original work plan report last month, the Fire Department's goal for 2019 is to bring together the standardization work that has been done since 2016 by conducting a full review of all departmental policies and foundational documents. It is our hope that the successful completion of the Capital Projects for 2019 will tie up all loose ends.

### **COMMUNICATIONS**

The communications project is a complex undertaking involving many agencies. This project will require intense management of time and quality of work in order to ensure its success.

**UPDATE:** The project is moving along at the expected pace with infrastructure installation beginning this month. We are now looking at adding an antenna site in Maxville (water tower) immediately as opposed to waiting after troubleshooting the system. Also, in order to ensure our new equipment is properly maintained, we are currently looking at the cost of building 2 climate controlled rooms to house our communications equipment. A report will be prepared for the next Council meeting.

### **TRAINING FACILITY**

The training facility project is an ambitious undertaking. No project of its kind has ever been attempted in SD&G. The work required for this project to succeed will mostly be done by fire department and township staff.



**UPDATE:** There is no update on this project yet as we were waiting for the snow to melt in order to access the site with Raisin Region Conservation Authority staff to address their concerns. This meeting will occur before the end of April. We are confident that all environmental concerns will be addressed satisfactorily and that the construction phase will begin sometime during Q2.

### **FIREWELLS**

The firewells project will continue to move ahead this year. The main focus of this project is to establish the year-round water source at the training facility. This water source will also serve the south-east portion of our township and address the constant critical shortage of reliable water for firefighting in that area.

**UPDATE:** The firewells project has not moved ahead yet this year as it is centered around the training facility project and will follow the same progress timelines.

### **STATION RENOVATIONS**

This year, we will continue focusing on renovating our fire stations. These buildings are in need of updates in the truck bay areas.

**UPDATE:** We are currently designing an office area for station 1. This area will include a stock room to be used for storing extra personal protective equipment storage (replacement gloves, flash hoods, rubber boots...). Updates to the truck bay areas will occur later this year as budget permits.

### **POLICIES AND PROCEDURES**

Preparation work on policies and procedures updates will begin this month.

### **RECORDS MANAGEMENT SYSTEM (BeeOn)**

This system will be live this month. A data entry, troubleshooting and training period will precede full implementation.

### **TRAINING**

The current training program (phase 1), although established as policy, will require 6 months to be established in practice. It is our expectation that the program will be set once the training facility is fully operational. Phase 2, which will encompass full Fire Dynamics training, will be the next step in training and will begin, in earnest, in January 2020.

### **PPE MAINTENANCE, AIR MANAGEMENT**

These projects are completed. They are expected to be revised and fully operational by May 1st.

### **AID AGREEMENTS, F.D. REVIEW/RISK ASSESSMENT, BY-LAW REVIEW**



Drafts are expected to be completed in August and available for full review by OFM Field Advisors in September.

**Alternatives:**

None.

**Financial Implications:**

Addition of an extra Communications Repeater and antenna at the Maxville water tower is estimated to cost up to \$50,000. Construction of 2 rooms for communications equipment will cost up to \$20,000. The Fire Department is proposing using reserves to funds for these projects.

**Attachments & Relevant Legislation:**

None.

**Others Consulted:**

Deputy Fire Chief



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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk









THAT the 2019 Meeting Calendar be accepted as modified and that the Arts, Culture and Heritage Committee meetings start at 4:30 pm.

**Carried.**

**b. Orientation Document (cursory overview)**

For each member to review at their leisure.

**c. Municipal Register**

The municipality has four designated properties on the Municipal Register as well as listed properties. The North Glengarry CIP allows properties on the Municipal Heritage Listings to apply for CIP funding. A request has been received from the owner of the 67 Carr Street East Maxville ON property to be listed on the Municipal Register.

**i. Request for listing – 67 Carr Street East, Maxville**

**Moved by: Karen Davison Wood**

**Seconded by: Dane Lanken**

THAT the ACHC Committee recommends to Council that the property located at 67 Carr Street East, Maxville, be included as a listing on the Municipal Registry.

**Carried.**

**d. Main Street Revitalization Program**

**i. Housekeeping Resolution - 9 Main Street South, Maxville (Villeneuve Quesnel)**

**Moved by: Deirdre Hill**

**Seconded by: Michael Madden**

THAT the Arts, Culture and Heritage Committee receives the report to modify the account allocation for payment for the property located at 9 Main Street South, Maxville; and

THAT the resolution passed by the Community Improvement Plan Advisory Committee on November 5, 2018 be modified to add TOTAL \$9750 with \$4875 (50%) paid from the Main Street Revitalization account and \$4875 (50%) from the Community Improvement Plan account.

**Carried.**

**ii. Housekeeping Resolution – 8 Main Street North, Maxville (Home Hardware)**

**Moved by: Nicole Nadeau**

**Seconded by: Carma Williams**

THAT the Arts, Culture and Heritage Committee receives the report to modify the account allocation for payment for the property located at 8 Main Street North, Maxville; and

THAT the resolution passed by the Community Improvement Plan Advisory Committee on November 5, 2018 be modified to add TOTAL \$3,097.00 with \$1548.50 (50%) paid from the Main Street Revitalization account and \$1548.50 (50%) from the Community Improvement Plan account.

**Carried.**

**e. Community Improvement Projects**

**i. Extension request for 17 Main Street, Alexandria (Decoste)**

**Moved by: Karen Davison Wood**

**Seconded by: Michael Madden**

THAT the Arts, Culture and Heritage Committee receives the report on the extension request for the property located at 17-19 Main Street South, in Alexandria; and

THAT the Arts, Culture and Heritage Committee recommends that Council approves the 90-day extension from March 11, 2019 to June 11, 2019 for the Community Improvement Plan project at 17-19 Main Street South, in Alexandria.

**Carried.**

**ii. Extension request for 28 Main Street North, Alexandria Project (Decoste)**

**Moved by: Karen Davison Wood**

**Seconded by: Dane Lanken**

THAT the Arts, Culture and Heritage Committee receives the report on the extension request for the property located at 28 Main Street North, in Alexandria; and

THAT the Arts, Culture and Heritage Committee recommends that Council approves the 90-day extension from March 11, 2019 to June 11, 2019 for the Community Improvement Plan project at 28 Main Street North, in Alexandria.

**Carried.**

**iii. Closing request 34 Main Street, Maxville (McLeod)**

**Moved by: Deirdre Hill**

**Seconded by: Carma Williams**

THAT the Arts, Culture and Heritage Committee (ACHC) resolves that the Community Improvement Plan (CIP) Project at 34 Main Street North, Maxville (Township of North Glengarry) has been completed as

per the plans approved by Council on December 11, 2017 and as per the Municipal Financial Incentive (Grant) Program Letter of Agreement signed by the applicant, Jessica McLeod on December 13, 2017; and

THAT a total of \$3,874.10 shall be paid to Jessica McLeod. This payment represents:

- (1) The sum of \$3,781.01 (Three-Thousand, Seven-Hundred and Eighty-One Dollars and One Cent) in the form of a Building Improvement and Infill Grant (Program B) and
- (2) The sum of \$93.09 (Ninety-Three Dollars and Nine Cents) in the form of a Building Permit Grant (Program E).

Carried.

**iv. Closing request 33 Main Street North, Alexandria (Ouellette)**

**Moved by: Deirdre Hill**

**Seconded by: Carma Williams**

THAT the Arts, Culture and Heritage Committee (ACHC) resolves that the Community Improvement Plan (CIP) Project at 33 Main Street North, Alexandria (Township of North Glengarry), has been completed as per the plans approved by Council on September 11, 2017, and as per the Municipal Financial Incentive (Grant) Program Letter of Agreement signed by the applicant, Gerald Ouellette on September 20, 2017; and

THAT a total of \$8,021.64 (Eight-Thousand, Twenty-One Dollars and Sixty-Four Cents) shall be paid to Gerald Ouellette. This payment represents:

- (1) The sum of \$31.64 (Thirty-One Dollars and Sixty-Four Cents) in the form of a Planning and Design Grant (Program A) and
- (2) The sum of \$7,500 (Seven-Thousand, Five-Hundred Dollars) in the form of a Building Improvement and Infill Grant (Program B); and
- (3) The sum of \$490 (Four-Hundred and Ninety Dollars) in the form of a Building Permit (Program E)

Carried

**f. Community Grants Projects**

**i. Glengarry Artists Collective – Tiled mural project.**

The Glengarry Artists Collective are sharing a tile project on which they would like to receive feedback from the Arts, Culture and Heritage Committee in respect to the Community Grants intake for 2019.

ACHC recommends that the Glengarry Artists Collective apply to the next round of Community Grants for this project, as part of the competitive process since this project aligns with the goals of the Community Grants. The ACHC also suggests that the Glengarry Artists Collective seeks out community involvement by looking to private sponsorships to

offset some of their costs. It is important to note that while the ACHC encourages the Glengarry Artists Collective to apply to the Community Grants Program, that this is not a guarantee of funding.

**g. Glengarry Routes Project**

**i. Mural – King George Park**

ACHC recommends that staff speak with the Glengarry Artists' Collective to identify a painter who would be able to reproduce the post card of Maxville Main Street that had previously been proposed for this project.

**ii. Interpretive Panel – King George Park**

The interpretive panel has been sent to the graphic artist, Annie Dalton to be formatted. It will be identical in style to the two panels previously created for Mill Square and the Grotto.

**iii. Interpretive Panel – Kenyon Agricultural Society**

Staff will be investigating the history of the Kenyon Agricultural Society, the Sports Hall of Fame and other community partners.

The Committee members recommend that staff contact Eric Metcalfe with the KAS and that a small committee be organized to determine the content of the panel. Dane Lanken and Jeff Manley have offered their assistance on this project.

**iv. SDG Tourism Grant Application – Glengarry Pioneer Museum**

A letter of support was prepared by staff to accompany the Glengarry Pioneer Museum's grant application. The Museum is applying for two events, the Glengarry Celt Fest and the Battle of Glengarry.

**v. Walking Tours – Alexandria and Maxville**

The Arts, Culture and Heritage Committee recommends that the Alexandria Heritage Tour be launched to coincide with the 200<sup>th</sup> anniversary of Alexandria. In the meantime, Carma Williams will contact former committee member Nathalie Bussière to obtain the draft Maxville Heritage Tour.

**h. SDG Regional Incentives Alternate**

**Moved by: Michael Madden**

**Seconded by: Deirdre Hill**

THAT the Arts, Culture and Heritage Committee recommends that Karen Davison Wood be named as an alternate member to the SDG Regional Incentives Committee. Michael Madden sits as the primary representative on this committee.



**Carried.**

**i. Heritage Coordinators**

Staff has applied for two Heritage Coordinators and one Heritage Intern.

During a telephone conversation, a representative from the Ontario Heritage Trust has advised that the funding for the Heritage Intern could reach \$10,000. Staff is looking to hire back a former Heritage Coordinator as the new Heritage Intern if the funding comes through.

**j. Goals & Projects**

The Chair asked the committee members to reflect on what kind of projects they see the Arts, Culture and Heritage Committee work on over this term of council.

Members are asked to consult the Terms of Reference for the Committee to guide their process.

This item will be added to the April 2<sup>nd</sup>, 2019 agenda.

**9. PENDING BUSINESS**

N/A

**10. CORRESPONDENCE/INFORMATION ITEMS**

- a. Heritage Ontario
- b. North Glengarry Heritage Register Brochure
- c. Community Grants Program documentation and Application Form
- d. Community Grants Council Reports for 2018 and 2019
- e. CIP Grants & Loans Overview Brochure
- f. CIP Grants One page summary

**11. NEXT MEETING**

Tuesday April 2, 2019 at 4:30 pm, at the Sandfield Centre (102 Derby Street West, Alexandria).

**12. ADJOURNMENT**

The meeting was adjourned at 7:15 pm by Michael Madden.

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**Jeff Manley**  
Chair

## **Section 9**

# **NEW BUSINESS**

# **Section 10**

# **NOTICE OF MOTION**



# **Section 11**

**QUESTION PERIOD**



**Section 12**

**CLOSED SESSION**

**BUSINESS**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION # \_\_\_\_\_**

**DATE:** April 23, 2019

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**Proceed "In Closed Session",**

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

**Potential litigation** (as this matter deals with litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board they may be discussed in closed session under sections 239 (2)(e) of the *Ontario Municipal Act*);

And adopt the minutes of the Municipal Council Closed Session meeting of April 8, 2019 and April 9, 2019.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

**YEA**

**NEA**

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**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** April 23, 2019

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

Adopt Minutes of "In Camera" Session

That the minutes of the Municipal Council "In Camera" session meeting April 8, 2019 and April 9, 2019 be adopted as printed.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Carma Williams

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\_\_\_\_\_

**Councillor:** Jacques Massie

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**Councillor:** Brenda Noble

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**Councillor:** Jeff Manley

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**Councillor:** Michel Depratto

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**Councillor:** Johanne Wensink

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**Mayor:** Jamie MacDonald

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**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** April 23, 2019

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

That we return to the Regular Meeting of Council at \_\_\_\_\_.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

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**Section 12**



## **Section 13**

**CONFIRMING BY-LAW**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** April 23, 2019

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

That the Council of the Township of North Glengarry receive By-law 16-2019; and

That Council adopt by-law 16-2019 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 16-2019 be read a first, second, third time and enacted in Open Council this 23<sup>rd</sup> day of April, 2019.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

**YEA**

**NEA**

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**Section 13 Item a**

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

**BY-LAW 16-2019  
FOR THE YEAR 2019**

**BEING A BY-LAW TO ADOPT, CONFIRM AND RATIFY MATTERS DEALT WITH BY RESOLUTION.**

**WHEREAS** s. 5(3) of the *Municipal Act, 2001*, provides that the powers of municipal corporation are to be exercised by its Council by by-law; and

**WHEREAS** it is deemed expedient that the proceedings, decisions and votes of the Council of the Corporation of the Township of North Glengarry at this meeting be confirmed and adopted by by-law;

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

1. **THAT** the action of the Council at its regular meeting of April 23, 2019 in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law; and;
2. **THAT** the Mayor and the proper officers of the Township of North Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.
4. **THAT** where a “Confirming By-law” conflicts with other by-laws the other by-laws shall take precedence. Where a “Confirming By-Law” conflicts with another “Confirming By-law” the most recent by-law shall take precedence.

**READ** a first, second and third time, passed, signed and sealed in Open Council this 23<sup>rd</sup> day of April, 2019.

\_\_\_\_\_  
**CAO/Clerk / Deputy Clerk**

\_\_\_\_\_  
**Mayor / Deputy Mayor**

I, hereby certify that the forgoing is a true copy of By-Law No. 16-2019, duly adopted by the Council of the Township of North Glengarry on the 23<sup>rd</sup> day of April, 2019.

\_\_\_\_\_  
**Date Certified**

\_\_\_\_\_  
**CAO/Clerk / Deputy Clerk**

**Section 14**

**ADJOURN**



**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** April 23, 2019

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

There being no further business to discuss, the meeting was adjourned at \_\_\_\_\_.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

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**Section 14**