

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

Monday January 27, 2020 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** (Brenda)
 - a) Regular Meeting of Council - January 13, 2020
 - b) Special Meeting of Council -Budget – January 23, 2020
5. **DELEGATION(S)**
6. **STAFF REPORTS**

CAO/Clerk's Department

- a) Clerk's Dept. Workplan Update (Jeff)
- b) ROMA delegations (Michel)
- c) Bell Letter of request for support (Johanne)

Community Services Department

- d) Community Services Dept. Workplan Update (Jacques)

Treasury Department

- e) Treasury's Dept. Workplan Update (Brenda)
- f) 2020 Operating and Capital Budgets (Jeff)

Planning/Building & By-law Enforcement Department

- g) Planning/Bldg. & By-law Enforcement Dept. Workplan Update (Michel)

7. **UNFINISHED BUSINESS**

Raisin Region Conservation Authority Update by Councillor Michel Depratto – Minutes of November 21, 2019.

Maxville Manor Update by Councillor Jacques Massie

Glengarry Pioneer Museum Update by Councillor Brenda Noble

Glengarry Archives Update by Mayor Jamie MacDonald

Arts, Culture & Heritage Update by Councillor Jeff Manley

County Council Update by Deputy Mayor Carma Williams – Minutes of November 18, 2019.

Friends of the Trails Update by Councillor Johanne Wensink

Community Development Committee by Deputy Mayor Carma Williams

8. **CONSENT AGENDA**

9. **NEW BUSINESS**

10. **NOTICE OF MOTION**

Next Regular Public Meeting of Council

Monday February 10, 2020 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**
13. **CONFIRMING BY-LAW**
 - a) By-law 05-2020 (Brenda)
14. **ADJOURN** (Jacques)

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: January 27, 2020

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday January 27, 2020.

Carried

Defeated

Deferred

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

Section 3

Section 4

ADOPTION OF PREVIOUS MINUTES

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: January 27, 2020

MOVED BY: _____

SECONDED BY: _____

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

Regular Meeting of Council – January 13, 2020
Special Meeting of Council – Budget – January 23, 2020

Carried

Defeated

Deferred

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

Section 4

6. STAFF REPORTS

Treasury Department

a) By-law 01-2020 – Fees and Charges By-law

Resolution No. 3

Moved by: Jeff Manley

Seconded by: Johanne Wensink

THAT the Council of the Township of North Glengarry receives Staff Report No. TR-2019-38 regarding the 2020 Fees and Charges By-law; and

THAT the Council of the Township of North Glengarry adopts By-law 01-2020 and that by-law be read a first, second, third time and enacted in Open Council this 13th day of January 2020.

Carried

b) Tile Drainage Loan Application and By-law 02-2020 – Rating By-law under the *Tile Drainage Act*

Resolution No. 4

Moved by: Michel Depratto

Seconded by: Brenda Noble

THAT the Council of the Township of North Glengarry approve the application for a tile drainage loan roll number 0111-016-007-08500-0000 in the amount of \$9,800.00; and

THAT the Council of the Township of North Glengarry adopts by-law 02-2020 being a by-law to impose special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act*; and

THAT by-law 02-2020 be read a first, second, third time and enacted in Open Council, this 13th day of January 2020.

Carried

c) Bu-law 03-2020 – Temporary Borrowing By-law

Resolution No. 5

Moved by: Johanne Wensink

Seconded by: Jeff Manley

THAT the Council of the Township of North Glengarry receives the Staff Report No. TR-2020-01; and

THAT Council of the Township of North Glengarry adopts By-law 03-2020, being a by-law to authorize temporary borrowing from time to time during the fiscal year ending December 31, 2020 and that By-law be read a first, second, third time and enacted in Open Council, this 13th day of January 2020.

Carried

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

9. NEW BUSINESS

10. NOTICE OF MOTION – Next Meeting of Council, Monday January 27, 2020

11. QUESTION PERIOD

12. CLOSED SESSION BUSINESS

Resolution No. 6

Moved by: Johanne Wensink

Seconded by: Jeff Manley

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*);

Union negotiations (as this matter deals with labour relations or employee negotiations they may be discussed in closed session under sections 239 (2)(d) of the *Ontario Municipal Act*);

Legal (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 December 9, 2019.

Carried

Resolution No. 7

Moved by: Carma Williams

Seconded by: Michel Depratto

That we return to the Regular Meeting of Council at 8:01 p.m.

Carried

Resolution No. 8

Moved by: Brenda Noble

Seconded by: Michel Depratto

THAT the Council of the Township of North Glengarry authorizes the Mayor and CAO/Clerk to enter into an agreement with SEUI Local 2 to ratify the collective bargaining agreement as negotiated by staff and the local.

Carried

13. CONFIRMING BY-LAW

a) By-law 04-2020

Resolution No. 9

Moved by: Carma Williams

Seconded by: Michel Depratto

That the Council of the Township of North Glengarry receive By-law 04-2020; and

That Council adopt by-law 04-2020 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 04-2020 be read a first, second, third time and enacted in Open Council this 13th day of January 2020.

Carried

14. ADJOURN

Resolution No. 10

Moved by: Michel Depratto

Seconded by: Brenda Noble

There being no further business to discuss, the meeting was adjourned at 8:02 p.m.

Carried

CAO/Clerk/ Deputy Clerk

Mayor / Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
SPECIAL MEETING OF COUNCIL

Thursday January 23, 2020 at 9:00 a.m. – Glengarry Sports Palace
170 MacDonald Blvd, Alexandria, On K0C 1A0

A Special meeting of the Municipal Council was held on January 23, 2020 at 9:00 a.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
Director of Finance – Kimberley Goyette
Administration Assistant – Jena Doonan
Director of Building Planning and By-law – Jacob Rhéaume
Director of Community Services – Anne Leduc
North Glengarry Fire Chief – Matthew Roy
Director of Transportation – Roch Lajoie
Public Work's Assistant – Zoé Bougie

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

Resolution No. 1

Moved by: Jacques Massie

Seconded by: Jeff Manley

That the Council of the Township of North Glengarry accepts the agenda of the Special Meeting of Council on Thursday January 23, 2020.

Carried

- 4. ADOPTION OF PREVIOUS MINUTES**
- 5. DELEGATIONS**

a) Gord Buchanan re: Township's forests

Mr. Gord Buchanan on behalf of the Glengarry Neighbours voiced his opinion on the Conservation Education/Tree Planting in the Township, the By-law Management and the Township Tree Canopy assessment.

6. STAFF REPORTS

Treasury Department

a) Proposed 2020 Operating & Capital Budgets

The Council of the Township of North Glengarry received the 2020 Proposed Operating and Capital Budget for review and consideration. The Treasurer of the Township, Kim Goyette, presented the opening statements of the overall budget, and each department head presented their budget to Council. Based on the direction of Council, changes were made to the proposed 2020 Budget. The revised budget will be brought forward to the January 27th, 2020 Regular Meeting of Council for approval.

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

9. NEW BUSINESS

10. NOTICE OF MOTION – Next Meeting of Council, Monday January 27, 2020

11. QUESTION PERIOD

12. CLOSED SESSION BUSINESS

13. CONFIRMING BY-LAW

14. ADJOURN

Resolution No. 2

Moved by: Jeff Manley

Seconded by: Jacques Massie

There being no further business to discuss, the meeting was adjourned at 1:57 p.m.

Carried

CAO/Clerk/ Deputy Clerk

Mayor / Deputy Mayor

Section 5

DELEGATIONS

Section 6

STAFF REPORTS

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: January 27, 2020

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2020-01 CAO/Clerk 2019 Workplan for information purposes only

Carried

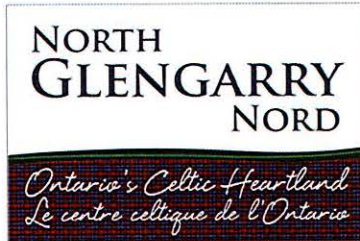
Defeated

Deferred

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	_____	_____

Section 6 Item a



STAFF REPORT TO COUNCIL

Report No: AD-2020-01

January 22, 2020

From: Sarah Huskinson – Chief Administrative Officer/ Clerk

RE: Workplan Report

Recommended Motion:

THAT the Committee of the Whole receives Staff Report No. AD-2020-01

Background / Analysis:

The CAO/Clerk's Department is presenting Council's with their workplan for 2020. There are more policies to develop and quite a bit of work to be done on Strategic Plan items. Dealing with legal matters in the first quarter of 2020 will take a substantial amount of time due to preparations for mediations and court dates. Details and timelines are attached for Council's review.

Alternatives:

None.

Financial Implications:

None.

Attachments & Relevant Legislation:

None.

Others Consulted:

None.

Sarah Huskinson
Chief Administrative Officer/ Clerk

CAO/Clerks Department Tasks		Deliverable	Involvement	2020				2020	Progress
				Q1	Q2	Q3	Q4		
Strat Plan	Review of Municipally Owned Land	Report to Council	SH, JR						
	Communications Plan	Report to Council	SH, TK, AL						
	Customer Service Training	Ongoing	SMT						
	EORN - Broadband and cell gap coverage	Ongoing	SH						
Policies	Code of Conduct for Council	Report to Council	SH, Council						
	Complaints Protocol Policy	Internal Document	SH, Council						
	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						
	E-Scribe Meeting Management	Program	SH, LL, JD						Training to re-do due to new platform
	HR filing system	Internal Document	SH, JD						
	Information Technology Replacement Plan	Internal Document	SH, RE						
	Investigation	Ongoing	SH						Ongoing
	Legal Matters	Ongoing	SH						Ongoing
	Wellness Program	Program	SH, JD						Ongoing

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: January 27, 2020

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry receives Staff Report No. AD-2020-02 – ROMA Delegations.

Carried

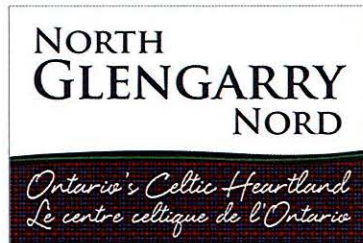
Defeated

Deferred

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	_____	_____

Section 6 Item b



STAFF REPORT TO COUNCIL

Report No: AD-2020-02

January 27, 2020

From: Sarah Huskinson – Chief Administrative Officer/ Clerk

RE: ROMA Delegations

Recommended Motion:

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2020-02

Background / Analysis:

Staff and Council attended three delegations at the 2020 ROMA Conference. They met with the Ministry of Education to discuss important rural education concerns, the Ministry of Infrastructure to discuss funding the lagoon upgrades, and the Ministry of the Environment to discuss concerns with recycling and the new Blue Box Program changes. Copies of the delegations are attached to this report.

Staff and Council also attended many workshops. Of interest, the Blue Box Program update session was informative yet concerning. It was a great pre-cursor to the delegation with the Ministry. With the new Blue Box Program changes, Council will need to make some important choices around implementation of the new program with regard to timing and levels of adoption. Staff will be conducting research in the next few weeks, with plans to bring a report to Council in February or March regarding the future of recycling in North Glengarry and the Blue Box Program. Attached to this report are the memo from AMO and the draft resolution.

Alternatives:

None.

Financial Implications:

None.

Attachments & Relevant Legislation:

Ministry of Education Briefing Note

Ministry of Infrastructure Briefing Note

Ministry of Environment Briefing Note

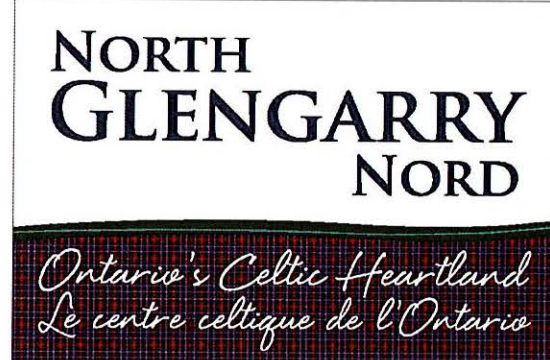
Background on Transition to Full Producer Responsibility

Example Resolution on Transition to Full Producer Responsibility

Others Consulted:

None.

Sarah Huskinson
Chief Administrative Officer/ Clerk



Improving Rural Education

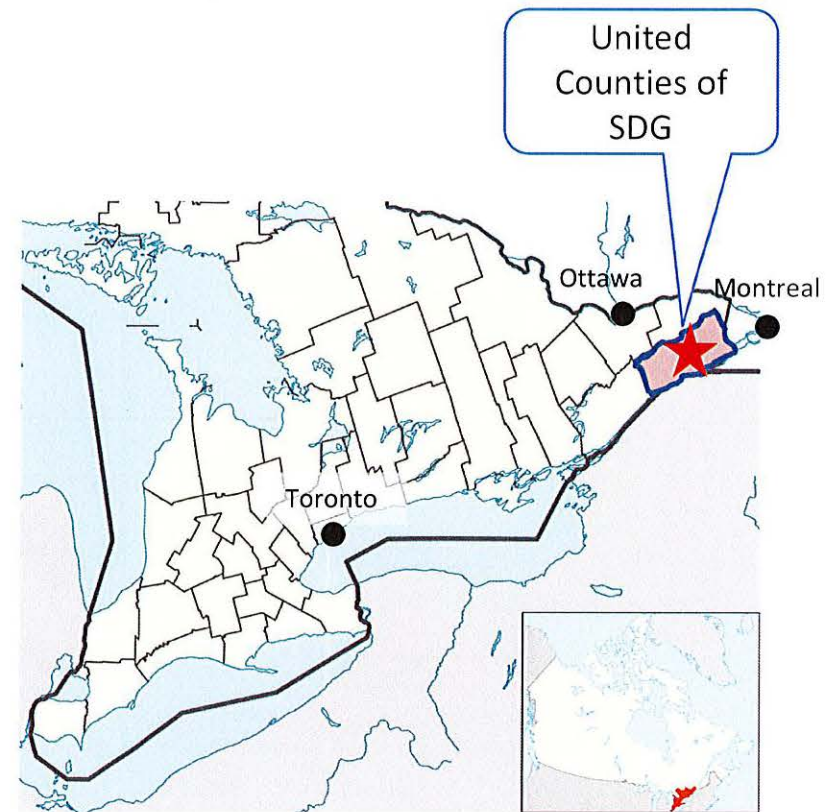
**United Counties of Stormont, Dundas and Glengarry
Township of North Glengarry**

Monday, January 20, 2020

Who are we?

United Counties of Stormont, Dundas & Glengarry (SDG)

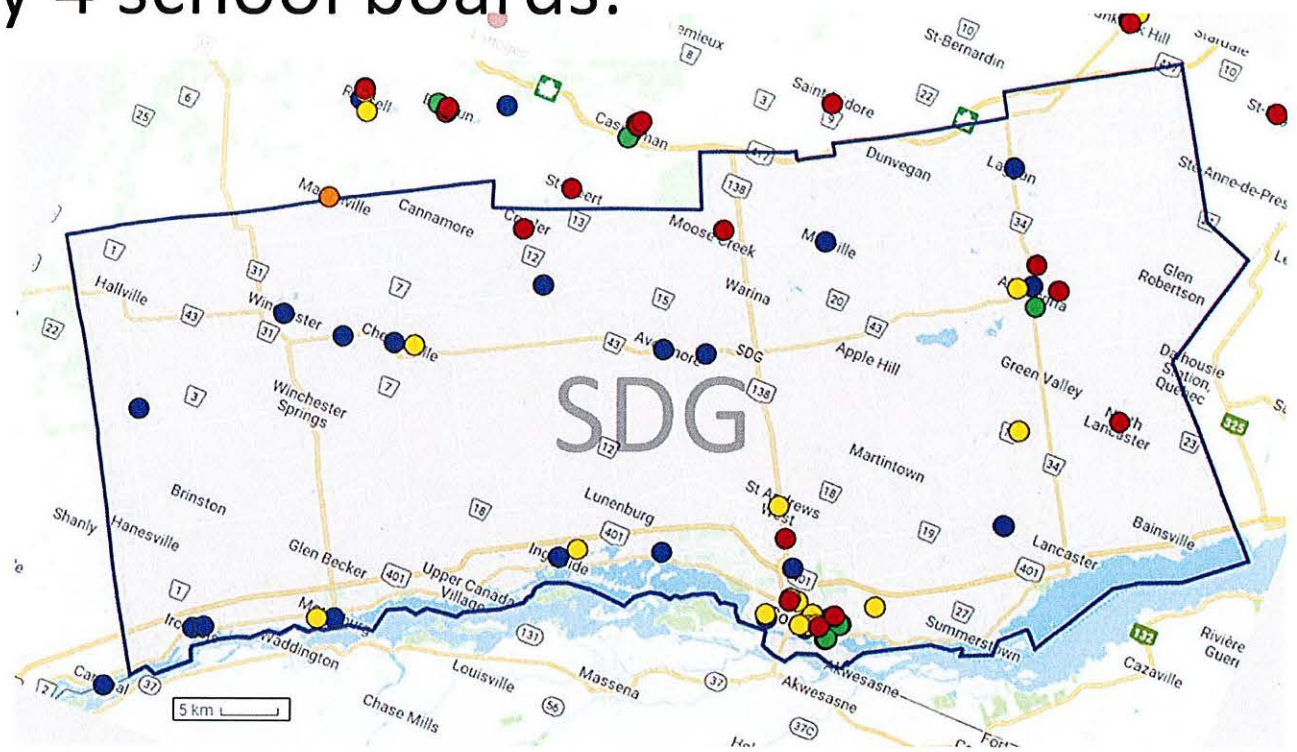
- Six (6) local municipalities, incl. North Glengarry in North East quadrant
- Population: ~66k (does not include City of Cornwall ~45k)
- Primarily rural and agricultural
 - Over 1500 farm families
- Rich in heritage
 - Franco-Ontarien
 - Scottish Highlanders
 - United Empire Loyalist
 - 6 National Historical Sites
- Rich in tradition and culture
 - Canada's Longest Running Annual fair
 - Largest Highland Games outside of Scotland
- Along the busiest transport corridor in Canada



Halfway between Montreal and Ottawa

SDG is served by 4 school boards:

- Upper Canada District School Board (UCDSB)
- Catholic District School Board of Eastern Ontario
- Conseil des écoles publiques de l'Est de l'Ontario (CEPEO)
- Conseil scolaire de district catholique de l'Est ontarien (CSDCEO)



- School boards compete regularly for students, using public funds
- The UCDSB undertook a Pupil Accommodation Review (PAR) in 2016/2017, resulting in the closure of several schools throughout our region
- It is acknowledged that schools must be closed from time to time - however, the guiding principles must not disadvantage schools in rural areas

Pupil Accommodation Review Process

Maintain the current moratorium on school closures until the 2018 PAR Guidelines are complete

– *Economic Impact Study template still pending*

- School closures in rural areas can lead to the ruin of communities
 - What is the draw for a community with no school?
- The removal, in 2015, of the consideration of community/economic impacts of school closures was misguided
- We are pleased that the revised 2018 PAR Guidelines include consideration of the impact of a closure on the local economy, if a school qualifies for the Rural and Northern Education Fund (RNEF)
- *We would be pleased to participate in any consultation on the Economic Impact Study template or on the PAR in general*

PAR Process cont'd

Educating students in their communities should be a guiding principle

- Cooperation between co-terminus school boards must be encouraged
 - Co-terminus boards should be required to clearly demonstrate they have considered all options for housing students, including sharing underutilized schools, before closing schools
- School location should be considered in view of programming
 - A large school located in a sparsely populated area between communities does not promote access to experiential learning.

PAR Process cont'd

Educating students in their communities should be a guiding principle

- Bussing distances must be kept to a minimum
 - Studies show that long bus rides negatively impact student achievement, reduce sleep time, recreational time and extracurricular participation – Ontario School Bus Association
 - Significantly disadvantages farm families and students who work on farms
 - Parents become unavailable to provide late transport
 - Bussing students out of their communities negatively impacts the community as well
 - Students have less time to contribute to their communities: volunteering, working, assisting family

School Board Governance

School Board decisions are too far removed from communities they affect:

- Trustees are ill-equipped to represent large areas
 - Large distances and limited affordable options of communicating with their electorate
 - Voter participation rate much lower for school boards than municipal councils
 - Decisions are made by trustees who sometimes lack familiarity with local communities
- Programming changes, boundary changes dramatically impact the sustainability of a school
 - Stakeholders have no input on these changes
- Ongoing dialogue and communication between school boards and municipalities should be mandated
 - The current once per year Community Planning & Partnership (CPP) Meetings are of little value to encourage shared use of underutilized school facilities.

North Glengarry, a case study

Do four (4) school boards make sense in rural areas?

North Glengarry – pop. approx. 10,000

Alexandria, North Glengarry - pop. approx. 2800

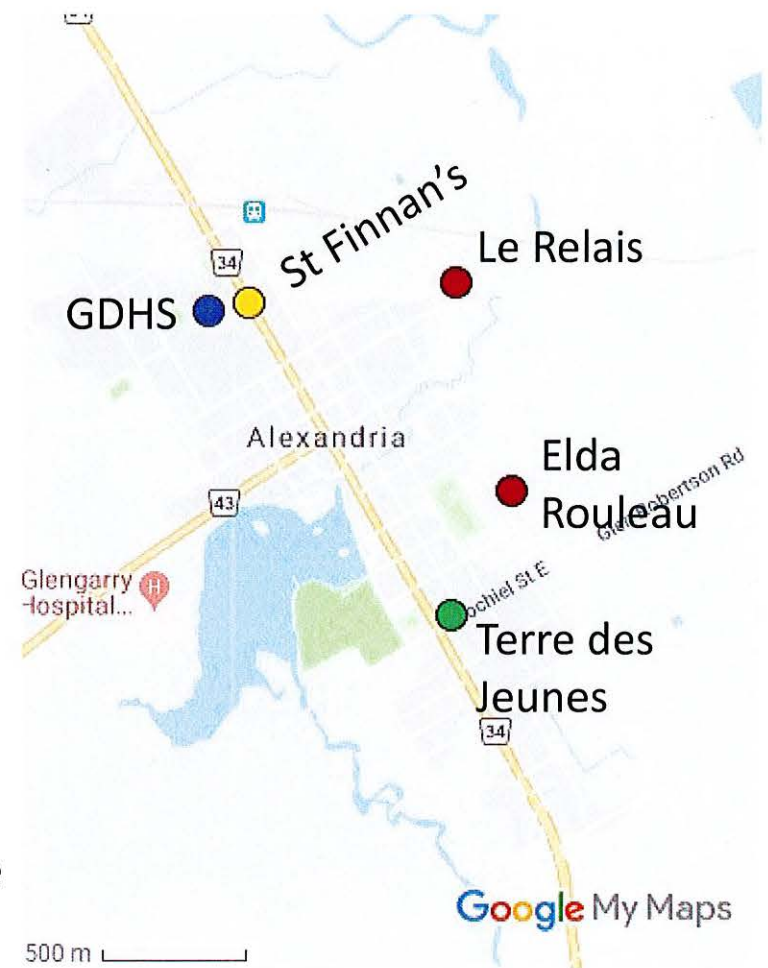
Capital infrastructure:

Alexandria has 5 schools, **all at or below 50% capacity:**

- St-Finnan's (English Catholic Elem.), 44%
- Elda Rouleau (French Catholic Elem.), 50%
- Terre des Jeunes (French Public Elem.), 34%
- Le Relais (French Catholic HS), 39%
- GDHS (English Public HS), 33%

GDHS and Le Relais shared the GDHS building until the late 90s.

- Le Relais was built at a cost of over 10M\$



North Glengarry, a case study

Do four (4) school boards make sense in rural areas?

Bussing:

- In SDG, each school board uses separate busses
 - A minimum of 4 separate busses travel on each rural road
- Students in Alexandria choosing English Catholic HS are bused 41km+ to the outskirts of Cornwall
- Students in Alexandria choosing French Public HS are bused 39km+ to Hawkesbury Ontario



Rural Funding Model

- **We Need a Funding Model that works for Rural Ontario**
 - One-size-fits-all approach does not work
- Four (4) boards must be forced to work together in rural areas
 - 4 underutilized schools within the same community does not make sense
 - 4 school busses going down rural roads does not make sense
- Municipalities must be acknowledged as key stakeholders to School Boards
 - School board decisions have serious ramifications to the sustainability of a community
 - Value to community must remain in the Accommodation Review Process
- Ontario Ministry of Education needs to study rural education funding to seek a long-term solution

“We want our students educated in our communities and we want to save the government money.”

NORTH
GLENGARRY
NORD



Supporting Rural Infrastructure

Township of North Glengarry

January 20th, 2020
2020 ROMA Conference, Toronto

Minister Laurie Scott:

Thank-you for meeting with us today to discuss these important matters. By way of background, the Township of North Glengarry is a lower tier municipality located in the north-eastern quadrant of the United Counties of Stormont, Dundas and Glengarry, bordering Quebec and Prescott Russell. The Township of North Glengarry offers to its over 10,000 residents and 6,000 households a mix of rural lifestyle with access to larger centres. The Town of Alexandria, which is the main urban centre of the Township, is home to just 3,300 residents and 1,400 households.

PURPOSE

The purpose of our delegation today is to request continued provincial support for our infrastructure projects, namely the Alexandria Lagoon Upgrade.

CONTEXT

Alexandria Lagoon Upgrades

Currently, the Town of Alexandria, which is the largest urban centre in the Township of North Glengarry, is under a growth freeze due to insufficient lagoon capacity. There is potential and interest for significant residential and commercial development within the Town, which would benefit not only the Town of Alexandria and Township of North Glengarry but also the region.

The Alexandria lagoon system is currently at 130% of its approved capacity and cannot accept any additional sewage capacity as per our Environmental Compliance Approval (ECA). The lagoon requires an upgrade to comply with the Federal and Provincial effluent standards, and to improve treatment capabilities and efficiencies.

The Township Council, like many rural municipalities, face tough financial decisions when it comes to funding and prioritizing capital projects within the municipality. The aging infrastructure assets, including those which have direct health and safety impacts, have significant weight when they consider all capital projects within the Township. Over the past number of years, Council has been aware of the lagoon capacity however, they made the crucial decision to invest in providing clean drinking water to the village of Maxville, and the lagoon project had to fall in the list of priorities. With the Maxville Water Project nearing completion in the next few months, Council is now turning their attention to the lagoon capacity in Alexandria. With the burden of the Maxville water project debt, the water ratepayers cannot bear the cost of the lagoon upgrades in its entirety, and the Township is looking to the Federal and Provincial governments to lessen the burden on the ratepayers.

Given the capacity constraints and Ministry of the Environment orders, no new residential development has been possible on any significant scale for years. The Township has been approached by residential developers, as well as industrial clients, to invest in the Town of Alexandria, but we have had to turn them away with the current capacity constraints. Just

recently we were approached by two developers interested in creating seniors housing on land owned by the Township. The feedback we received was that if our lagoon was fixed and we had capacity, they would be ready to break ground within a year. However, due to the lack of capacity, the developer walked away. From this interest, we know the Township will see immediate economic growth as soon as the lagoon is upgraded.

The Township has been fortunate enough to receive a CWWF grant for the design and engineering of the Lagoon upgrade. We have been working with the engineering firm over the past few years on ensuring that the costs related to the upgrades were reasonable and financially sound. The original estimate for the lagoon upgrade came in at \$23 million but with careful review and consideration of necessary priorities, the project budget has now been reduced to \$15 million. The engineering firm completed their design work in August of 2019, including tender ready documents, with pressure placed on them to complete the work as we had been told the Green Fund was being introduced and this was our best chance at funding. We were very disappointed to read the maximum funding of the green fund fell short of our overall project budget, even at the \$15 million.

The federal and provincial government have recognized the importance of this project, through the funding of the design and engineering. We have worked with the engineering firm to ensure that the design met the requirements of the MOE to give us our much needed capacity while watching the bottom line. With the Green Fund not having the funding envelope we so desperately need and our ratepayers already paying debt for clean water, we now are left wondering how we will move forward with this shovel ready project.

NORTH
GLENGARRY
NORD



Recycling: Have we reached a tipping point?

Ministry of Environment, Conservation and Parks

Township of North Glengarry

January 21th, 2020
2020 ROMA Conference, Toronto

Parliamentary Assistant Khanjin:

Thank-you for meeting with us today to discuss these important matters. By way of background, the Township of North Glengarry is a lower tier municipality located in the north-eastern quadrant of the United Counties of Stormont, Dundas and Glengarry, bordering Quebec and Prescott Russell. The Township of North Glengarry offers to its over 10,000 residents and 6,000 households a mix of rural lifestyle with access to larger centres. The Town of Alexandria, which is the main urban centre of the Township, is home to just 3,300 residents and 1,400 households.

PURPOSE

The purpose of our delegation today is to discuss the current and potential impact that recycling and blue box programs have on small rural municipalities such as North Glengarry.

CONTEXT

RARE – Recyclage Alexandria Recycling (Équipe)

The Township of North Glengarry currently operates a Recycling Processing Plant whereby we collect, sort, and market recyclable materials for our municipality, as well as other neighbouring municipalities. With the market for plastics, steel and paper disappearing and fluctuating year over year, the financial burden and risk to recycle for small lower tier municipalities, such as North Glengarry, has risen at an alarming rate. The Council and residents of the Township of North Glengarry feel strongly about protecting the environment. However, as financial stewards for the Township, they also have to consider the financial impact of business decisions. The Township's Corporate Strategic Plan identifies environmental stewardship as a strategic priority with the deliberate goal of investigating ways to increase waste diversion.

The market fluctuations for certain commodities, along with the uncertainty of funding as well as other municipal partners not renewing their material contracts, all have made RARE a regular topic at the Council table over the last ten years. With the risks increasing year over year, the discussion of what to do with our recyclable products, as well as our recycling plant, has come to a breaking point. Although we are very committed to our stewardship responsibility to recycle what we can, the economic and financial factors are forcing us to take a hard look at alternatives.

In the next few months, we will be bringing this sensitive topic to the public forum - the possibility of closing our recycling plant. As part of our 2020 budget exercise, we completed a full review of our revenues, and expenditures. Based on market trends in commodity revenues along with the rising cost of fuel, hydro, and wages, our net loss has hit an all time high of almost \$400 per tonne. Our closest other option is the City of Cornwall, whose cost is over \$300 per tonne and would mean trucking our material further, meaning more financial burden on our taxpayers. Our recycling plant is also in dire need of capital upgrades, which we have postponed over the past number of years due to financial constraints and waiting on promises for changes to the blue box program.

We have been closely monitoring the news and progress on Ontario's Blue Box Program and recycling in general. We have attended and participated in many meetings and workshops, to ensure that small rural municipalities, such as North Glengarry, struggles are heard. Recently, we read and reviewed the report from David Lindsay, the Special Advisor on Recycling and Plastic Waste. Although the timeframe for transition and implementation within 5 years is reasonable based on the magnitude of the project, it does nothing to assist us in the short term with the difficult decisions we need to make, regarding our recycling plant. Also, the transitioning of municipal assets to producers is years away, which leaves decisions on capital investments up in the air and could leave North Glengarry with an unmarketable asset following the transition.

The recycling plant in North Glengarry is at a tipping point. Two local municipalities who ended their contracts in 2019 are now wanting to come back to North Glengarry and other municipalities have requested contracts as well. We need to make a decision in 2020 regarding the future of, not only our RARE plant, but also our commitment to the Blue Box Program, and we need guidance as to how best to proceed.

Attachment 1: Background on Transition to Full Producer Responsibility

Municipal governments have been advocating for over a decade for producers to have full fiscal and operational responsibility for end of life management of their packaging, printed paper and paper products. Producers are best positioned to reduce waste, increase the resources that are recovered and reincorporated into the economy and enable a consistent province-wide system that makes recycling easier and more accessible.

In August 2019, Minister Yurek announced that municipal Blue Box programs will be transitioned to full producer responsibility over a three-year period based on the recommendations from the Special Advisor’s report titled, “Renewing the Blue Box: Final report on the blue box mediation process.” Municipal governments played a key role in helping to develop the recommendations within this report. These recommendations broadly reflected the positions advocated by AMO and there was also a great deal of alignment with producers on how the Blue Box should be transitioned.

The municipal transition is proposed to occur between 2023 and the end of 2025, as shown in the table below:

Date	Description
Sept. 2019 → Dec. 2020	Blue Box wind-up plan developed for Stewardship Ontario
	Development of a Regulation under the <i>Resource Recovery and Circular Economy Act</i> , 2016
Jan. 2021 → Dec. 2022	Producers prepare to assume control and operation of system and work with municipal governments and service providers
Jan. 1, 2023 → Dec. 31, 2025	Transition of individual municipal Blue Box programs to full producer responsibility. Occurs in phases over three years with a rolling total of up to one-third of the Provincial program transitioning annually

The Minister wants to ensure that the transitioned Blue Box system is affordable for producers, workable for the waste processing sector, and effective and accessible for residents. AMO and municipal representatives are involved in the consultation process to develop a new regulation for the Blue Box. The Province’s intent is to finalize a Regulation by the end of 2020.

AMO staff held in-person workshops on the Blue Box transition across the Province through October and November 2019 to discuss this topic with municipal waste management staff. Over 165 staff and elected officials attended the sessions in Vaughan, London, Smiths Falls, North Bay and Dryden. The workshops provided an opportunity to engage directly with our sector to build understanding about this transition process and the level of engagement from attendees was excellent.

We also began the discussion about what municipal governments should take into consideration about how to prepare for this change and what factors might be considered as to when a Council might want to transition.

HOW YOUR RESOLUTION WILL HELP INFORM THE DISCUSSION:

The resolutions will be used to map out an ideal transition timeline, and determine whether there are years that are over or under subscribed, as it has been dictated that a rolling total of up to one-third of Blue Box programs can transition each year. This information will also allow AMO and the Province to better understand whether there are conflicts. If there are too many conflicts, the Province may still need to retain a third-party expert to develop a methodology as to how municipal Blue Box programs will transition.

However, rather than deferring to the Province to retain an expert immediately, we think this information would provide a good basis for a more informed decision to be made.

Attachment 2: Sample Resolution

Your Council's stated preference may not be the final determination of your transition date, nor are you obligated in any way by the date that is specified. The resolution will be used to map out an ideal transition timeline, and determine whether there are years that are over or under subscribed, as it has been dictated that a rolling total of up to one-third of Blue Box programs can transition each year. This information will also allow AMO and the Province to better understand whether there are conflicts. If there are too many conflicts, the Province may still need to retain a third-party expert to develop a methodology as to how municipal Blue Box programs will transition.

Resolution on Transition to Full Producer Responsibility

WHEREAS the amount of single-use plastics leaking into our lakes, rivers, waterways is a growing area of public concern;

WHEREAS reducing the waste we generate and reincorporating valuable resources from our waste stream into new goods can reduce GHGs significantly;

WHEREAS the transition to full producer responsibility for packaging, paper and paper products is a critical to reducing waste, improving recycling and driving better economic and environmental outcomes;

WHEREAS the move to a circular economy is a global movement, and that the transition of Blue Box programs would go a long way toward this outcome;

WHEREAS the **Municipality of X** is supportive of a timely, seamless and successful transition of Blue Box programs to full financial and operational responsibility by producers of packaging, paper and paper products;

AND WHEREAS the Association of Municipalities of Ontario has requested municipal governments with Blue Box programs to provide an indication of the best date to transition our Blue Box program to full producer responsibility;

THEREFORE BE IT RESOLVED:

THAT the **Municipality of X** would like to transition their Blue Box program to full producer responsibility **[month] [date], [year] (between January 1, 2023 and December 31, 2025).**

AND THAT this decision is based on the following rationale:

1. **Insert rationale based on analysis of contracts, assets, integrated waste management system or other considerations (e.g., our collection contract for Blue Box material expires December 31, 2024 and our processing contract for Blue Box material also expires December 31, 2024.)**

AND THAT the **Municipality of X** would be interested in providing collection services to Producers should we be able to arrive at mutually agreeable commercial terms.

AND FURTHER THAT any questions regarding this resolution can be directed to **Jane Doe, City Manager at xxx-xxx-xxxx or jane.doe@municipalityx.ca**

AND FURTHER THAT the resolution be forwarded to the Association of Municipalities of Ontario and the Ontario Ministry of the Environment, Conservation and Parks.

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: January 27, 2020

MOVED BY: _____

SECONDED BY: _____

“That the Council of the Township of North Glengarry authorizes the CAO to send a letter of support regarding improving access to high speed internet to the Telecommunications and Internet Policy Branch of the Government of Canada”

Carried

Defeated

Deferred

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

Section 6 Item c

[ADDRESS]

[MONTH/DAY] 2020

Director General
Telecommunications and Internet Policy Branch
Innovation, Science and Economic Development Canada
235 Queen Street, 10th Floor
Ottawa, Ontario K1A 0H5
Filed electronically: ic.telecomsubmission-soumissionstelecom.ic@canada.ca

Re: *Canada Gazette*, Part I, December 14, 2019, Volume 153, Number 10: Notice No. TIPB-002-2019 — Petitions to the Governor in Council concerning Telecom Order CRTC 2019-288

On behalf of the municipality of I writing today regarding the above noted matter.

Improving access to high speed internet services for the residents and businesses of our communities continues to be one of our highest priorities. We know that better connectivity is the foundational tool for growing our local and regional economies. With the assistance of the Eastern Ontario Wardens' Caucus (EOWC), the Eastern Ontario Mayors' Caucus (EOMC) and the Eastern Ontario Regional Network (EORN) along with EORN's private sector partners, significant strides have been made to better connect our residents and businesses.

Our communities should have the same kind of access to improved public services, employment, health care and educational opportunities provided by improved broadband networks as our urban neighbours. We also recognize that in rural and difficult to serve areas it will continue to be necessary for private sector and government investments to be made for physical and other infrastructure in order to meet our connectivity needs going forward.

While we are not privy to details of submissions being made relative to the Notice No. TIPB-002-2019 we strongly encourage the Government of Canada to take the concerns of all the relevant parties into consideration and find an approach that ensures continued private sector investment in broadband infrastructure.

Yours truly,

Mayor / Reeve

CC:

The Hon. Navdeep Bains, PC, MP, Minister of Innovation, Science and Economic Development
ised.minister-ministre.isde@canada.ca

[Also CC local Member of Parliament and provincial representative]

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: January 27, 2020

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry receives Staff Report No. CS-2020-01 Community Services Department Workplan for information purposes only.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

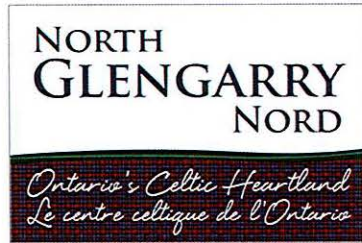
Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 6 Item d



COMMITTEE OF THE WHOLE

KEY INFORMATION REPORT

Report No: CS-2020-01

January 22, 2020

From: Anne Leduc – Director of Community Services

RE: Community Services Department 2020 Work Plan – January Update

Recommended Motion:

THAT the Committee of the Whole receives Staff Report No. CS-2020-01.

Background / Analysis:

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

ADMINISTRATION

Geese Mitigation Program – The application to renew our permit was submitted on November 29th, 2019 and the Ministry of the Environment and Climate Change has issued our permit valid until December 31, 2022.

Removal of Aquatic Vegetation – The application to the Department of Fisheries and Oceans was submitted on November 1, 2019. A follow-up email was sent on January 15, 2020. According to the DFO's timelines, the regulatory team reviewing our application should respond within 60 days of the submission of the request (so by early February).

Revenue Comparison – A revenue comparison has been provided further to the figures presented in the August and September Committee of the Whole Reports. At that time, the revenue projections were based on contracts signed with the various user groups for both facilities. As noted in the previous reports, there was an expectation that associations would be returning ice at both facilities for the 2019 Sept-Dec and 2020 Jan-April periods (staff had noted an overestimation by AMHA and NGS in the amount of ice required in large part caused by a late registration period, just prior to the start-up of the season).

- At the GSP from August to December 2019 there have been adjustments made to the projections in the value of \$19,601.78.
- At the MSC from August to December 2019 there have been adjustments made to the projections in the value of \$10,267.99.
- At the GSP from January to April 2020 there have been adjustments made to the projections in the value of \$7,633.31.
- At the MSC from January to April 2020 there have been adjustments made to the projections in the value of \$11,651.32.

In respect to the MSC, staff expects the 2019-2020 revenues at \$144,969.30 to be approximately 11% lower than the 2018-2019 revenues at \$162,887.50.

At this moment, staff expects the GSP 2019-2020 revenues at \$190,223.45 to be slightly higher than the 2018-2019 revenues at \$176,000.33.

Detailed tables are available at the end of this report.

EVENTS AND ACTIVITIES

Alexandria Bright Nights – The lights will be left on until spring.

Boys and Girls Club Activities – These activities are on-going. The group is now using the kitchen at the Sandfield Centre for cooking classes for the youth.

Community Kitchen – We will be hosting an Open House on February 5th from 2:30 to 4:30 pm at the Maxville Community Kitchen in partnership with the EOHU.

Family Day – Activities have been finalized for Family Day. Once again, we will be offering horse-drawn wagon rides in Island Park, skating and shinny hockey at the Glengarry Sports Palace and in Maxville, and youth activities at the Dome.

Flag Football – Activities are resuming on January 26th for the winter Flag Football group with three teams registered.

Golf – Staff is working on developing a drop-in program allowing individuals to practice their golf swing and putting at the Tim Hortons Dome. We would offer a bucket of balls and the individuals would supply their golf clubs. A golf cage has been ordered and staff will test it to ensure robustness prior to launching the program.

March Break – Programming is almost finalized for the Spring School break and will be launched imminently.

Nordic Pole Walking Program – Registration for this daytime program was launched in early January with a start date of February 4th. Depending on interest, we may also offer this program in the evenings come Fall.

Sportball Program – The activities started on January 18th at the Dome with 14 registered in the 2 to 4 age group and 1 in the 4 to 6 age group. 9 children are registered to attend the open house was held on that day to attract higher registration in the 4 to 6 age group.

Swimming Lessons at Island Park – Our Program Coordinator is looking into the steps to certify our beach.

Volleyball – The 2019 / 2020 Women's Volleyball session started on November 6th and will run to April with the playoffs. 6 teams registered in total.

Yoga – The Winter Yoga Session will start on January 27, 2020 with sessions taking place at the Glengarry Sports Palace and at Island Park.

Youth Broomball – We are in contact with various broomball organizations to inquire about equipment subsidies to start a youth broomball group next Fall.

FACILITIES

Dalkeith Recreation Centre – The submersible pump failed during the Christmas holidays. The pump and sundry parts have been replaced at the cost of \$2015.86 (plus HST) and will be absorbed as part of the 2020 MRAC Capital Budget.

Island Park – Due to a water leak, one of the two hot water tanks was replaced prior to the

COMMENTS

This report is presented for information purposes only.

Update on Ice Rentals – GSP and MSC

	GSP					
	2018	2019		2020		
	Aug - Dec	Jan - Apr	Aug - Dec*	Aug - Dec Actual	Jan - Apr* Projected	Jan - Apr Adjusted as of Dec 19, 2019
A.R. Goaltending		820.35	1,300.88	1,377.87	1,207.96	1,207.96
AJK Adult Hockey						
Alexandria Jr B Glens	13,651.07	7,205.21	15,999.83	17,373.29	8,936.43	11,145.27
Alexandria Men's League	5,652.83	5,017.56	6,711.52	6,711.52	5,097.36	5,097.36
Alexandria Minor Hockey	42,243.48	27,679.17	52,854.00	32,644.91	37,077.21	29,478.75
Applehilton						
Ballbroomers						
Bill Morris						
Brittany MacLennan						
Broomball Regionals		5,182.40			4,858.41	4,858.51
Casselman Embrum Icedogs						
Casselman Hockey School						
Charlie McKeown						
Cornwall Girls Hockey Assoc.						
Cornwall Midget A Typhoons						
Crybaby Cup						
Cynthia Weaver						
D.A. MacMillan	3,846.96	4,186.06	3,628.25	3,653.03	3,773.38	3,773.38
Daniel Brisson						
Decoer Broomball	2,915.10	1,700.48	2,429.25	2,429.25	2,105.35	2,105.35
Doug Howes						
Ecole La Source						
Ecole Sec Plantagenet						
Elda Rouleau		247.36		169.91		
Eric Leroux				339.82		
Eric Major						
Flames						
GDHS	75.22	456.66		190.28		
Glengarry Girls Hockey Assoc.	14,894.00	14,588.18	25,327.80	25,286.65	22,654.31	19,769.77
Hawkesbury Hawks Jr A	4,348.56					
Hubert Gauthier	1,050.00	675.00				
Josee Lafleche						143.36
Kevin Roy						
Kurt Zollinger Hockey						
Laggan Devils Men's Hockey						
Le Relais	649.55	541.41		1,312.90		837.21
Le Relais Sports Etude						
Leftovers						
Little Sens	1,672.60		778.80			
Luc Duval Hockey School	1,093.80		1,672.56	1,672.56		
Major Pee wee Icedogs						
Martin Pascoe				254.87		
Matthew Bellsmith						
Maxville Millionaires						
Maxville Public School						
Montreal Canadians Alumni	669.00					
McDonald's Electric						
NG Broomball League						
NGS Minor Hockey						
Picard Hockey	2,508.80	3,010.56	2,803.57		3,568.18	3,568.18
Poirier Hockey	3,512.32	2,759.68	3,568.18	3,568.18	3,058.44	3,058.44
Ranger Tournament						
Rene Fleury Tournament				1,218.56		
Roadrunners Senior A Hockey				509.73		
Shana Lajoie				169.91		
Shelley Debue						
Seaway Valley Minor Hockey				169.91		
Steve St-Louis				169.91		
Terre des Jeunes	1,200.00	608.88	570.83	570.83		
Vipers Broomball				288.72		
Wild Cobra AAA		1,338.08	5,097.30	3,058.38	2,378.74	2,038.92
	\$ 99,983.29	\$ 76,017.04	\$ 122,742.77	\$ 103,140.99	\$ 94,715.77	\$ 87,082.46

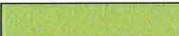
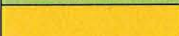

	MSC					
	2018	2019		2020		
	Aug - Dec	Jan - Apr	Aug - Dec* Projected	Aug - Dec Actual	Jan - Apr* Projected	Jan - Apr Adjusted as of Dec 19, 2019
A.R. Goaltending	1,184.95					
AJK Adult Hockey	3,596.10	4,558.49	3,653.13	3,653.13	4,635.40	4,890.27
Alexandria Jr B Glens				270.80		
Alexandria Men's League						
Alexandria Minor Hockey				703.55		1,266.39
Applehilton	3,010.56	2,508.80	3,058.44	3,058.44	3,058.44	3,058.44
Ballbroomers	647.80		485.85			
Bill Morris				217.70		
Brittany MacLennan				145.13		
Broomball Regionals						
Casselman Emburum Icedogs	1,505.28	501.75	1,784.09	1,784.09	509.74	509.74
Casselman Hockey School			2,054.97	1,065.49		
Charlie McKeown		145.13				
Cornwall Girls Hockey Assoc.	1,969.97		1,146.88			
Cornwall Midget A Typhoons				211.07		
Crybaby Cup		1,253.54				1,606.22
Cynthia Weaver		427.44		145.13		
D.A. MacMillan						
Daniel Brisson		2,759.68				
Decoeur Broomball						
Doug Howes						
Ecole La Source		152.22				
Ecole Sec Plantagenet				228.34		
Elda Rouleau						
Eric Leroux						
Eric Major						
Flames	2,759.68	2,508.80	1,359.28	3,058.44	2,038.92	3,058.44
GDHS						
Glengarry Girls Hockey Assoc.	5,957.60	7,498.56	3,939.88	3,939.88	12,101.06	6,754.08
Hawkesbury Hawks Jr A						
Hubert Gauthier						
Josee Lafleche						
Kevin Roy						
Kurt Zollinger Hockey	2,508.50	1,338.00	2,378.74	3,475.22	1,359.28	1,529.19
Laggan Devils Men's Hockey		2,759.68	3,313.31	3,058.44	3,058.44	2,548.70
Le Relais						
Le Relais Sports Etude						
Leftovers	2,759.68	2,759.68	3,313.31	3,058.44	3,568.18	3,568.18
Little Sens						
Luc Duval Hockey School						
Major Pee wee Icedogs				254.87		
Martin Pascoe		145.13				
Matthew Bellsmith						
Maxville Millionaires			4,587.57	4,077.84	1,019.46	1,019.46
Maxville Public School		152.22				
Montreal Canadians Alumni						
McDonald's Electric		211.07		140.71		
NG Broomball League		2,429.25	7,773.60	5,830.20	5,344.35	2,429.25
NGS Minor Hockey	13,900.56	10,518.60	20,051.33	12,904.19	14,422.88	10,693.96
Picard Hockey						
Poirier Hockey						
Ranger Tournament		20,610.52				
Rene Fleury Tournament						
Roadrunners Senior A Hockey		836.25	1,699.10	1,359.28	1,699.10	849.55
Shana Lajoie						
Shelley Debue						
Seaway Valley Minor Hockey	28,014.56	9,784.20	24,810.51	21,068.99	10,561.49	7,221.24
Steve St-Louis						
Terre des Jeunes						
Vipers Broomball		389.38		501.76		215.04
Wild Cobra AAA	14,635.25	6,188.62	10,708.18	11,639.05	7,393.70	7,900.97
	\$82,450.49	\$ 80,437.01	\$ 96,118.17	\$ 85,850.18	\$ 70,770.44	\$ 59,119.12

Table 2b shows the adjusted revenues (in comparison to Table 2a) as of January 23, 2020.

TABLE 2a - ICE REVENUE TOTALS (as of August 2019)		
	GSP	MSC
Aug 2018-Apr 2019	<u>\$ 176,000.33</u>	<u>\$ 162,887.50</u>
Aug 2019-Apr 2020*	<u>\$ 217,458.54</u>	<u>\$ 166,888.61</u>
	<u>\$ 393,458.87</u>	<u>\$ 329,776.11</u>
*Revenues based on Actuals Aug-Dec 2019 and Adjusted Jan-Apr 2020.		
TABLE 2b - ICE REVENUE TOTALS (Updated January 23, 2020)		
	GSP	MSC
Aug 2018-Apr 2019	<u>\$ 176,000.33</u>	<u>\$ 162,887.50</u>
Aug 2019-Apr 2020*	<u>\$ 190,223.45</u>	<u>\$ 144,969.30</u>
	<u>\$ 366,223.78</u>	<u>\$ 307,856.80</u>
*Revenues based on Projected Aug-2019 to Apr 2020.		
Variance	\$ (27,235.09)	\$ (21,919.31)

	Community Services Tasks	Deliverable	Involvement	2020				2021	Progress
				Q1	Q2	Q3	Q4		
Strat Plan									
Capital Projects	EcDev - Interpretive Panels	Ongoing	TK						
	Glen Robertson Playground Equipment	Ongoing	AL					Equipment purchases and to be installed in the spring	
	KingGpk - Electrical Panel	Ongoing	JD					Carry-over from 2019	
	Millsq - Architectural Design	Ongoing	AL						
	MSC - Water lateral Connection	Completed	AL, JA						
Other	Admin - Business & Community Awards Gala	Ongoing	AL, MD					September 24, 2019 (GSP)	
	Admin - Grants - Celebrate Canada - Application 2020	Ongoing	AL					Waiting on response	
	Admin - Grants - Seniors	Ongoing	AL						
	Admin - Recreation Policies and Procedures	Ongoing	AL, JA, JD, RW						
	Admin - Staff Regulatory Training	Ongoing	AL, JA, JD, RW						
	Dome - Membrane repairs	Spring 2020	JD						
	Dome - Programming - 2019/2020 Women's Volleyball	Ongoing	AL, MD, JD, SD						
	Dome - Programming - 2020 Flag Football	Ongoing	SD, JD						
	Dome - Programming - 2020 Winter Boys & Girls Club	Ongoing	AL						
	Dome - Programming - 2020 Youth Floor Hockey	Ongoing	JA, SD						
	Dome - Programming - Competitive Soccer League	Ongoing	SD, JD						

Dome - Programming - Golf	Ongoing	SD, JD	Preparation					
Dome - Programming - Nordic Track for Seniors	Ongoing	AL, JD	Execution					
Dome - Programming - Running Prog 2020 Winter Session	Ongoing	AL, JD	Execution					
Dome - Programming - Sportball	Ongoing	SD	Execution					
Dome, GSP, MSC, IP - Programming - 2020 Family Day	Ongoing	Rec Dept	Execution					
Dome, GSP, MSC, IP - Programming - 2020 March Break	Ongoing	Rec Dept	Execution					
GSP - Audit	Ongoing	AL, MD	Execution					April/May
GSP - Programming - 4 on 4	Ongoing	MD, SD, RW	Preparation					
GSP - Programming - Little Sens-type Programming	Ongoing	AL, MD	Preparation					
GSP - Programming - Yoga 2020 Winter Session	Ongoing	MD, SD	Execution					
GSP - Programming - Youth Broomball	Ongoing	MD, SD, RW	Preparation					
GSP, MSC - Refrigeration Plant Certification TSSA	Ongoing	AL, RW, JA	Preparation					
IP - Aquatic Vegetation Removal Permit	Ongoing	AL	Execution					
IP - Geese Mitigation Program Permit	Ongoing	AL	Execution					
IP - Programming - 2020 Swimming Lessons	Ongoing	SD	Preparation					
IP - Programming - 2020 Winter Boys & Girls Club	Ongoing	AL	Execution					
IP - Programming - Summer Camp Boys & Girls Club	Ongoing	AL, SD, MD	Preparation					
MSC - Community Kitchen Program	Ongoing	AL, TK, SD	Execution					
MSC - Programming - Floor Hockey	Ongoing	MD, SD	Preparation					
MSC - Programming - Kilt Skate	Ongoing	AL, TK & Others	Execution					South Glengarry

Preparation 
Execution 
Complete 

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: January 27, 2020

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry receives Staff Report No. TR-2020-02 the Director of Finance/Treasurer 2019 Workplan updated for December 2019 for information purposes only.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

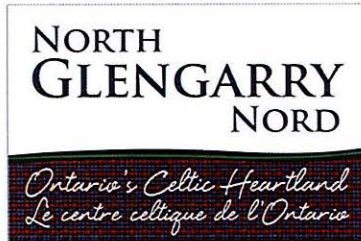
Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 6 Item e



STAFF REPORT TO COUNCIL

Report No: COW TR2020-02

January 15th, 2020

From: Kim Goyette – Director of Finance/Treasurer

RE: 2019 Workplan – Updated for December

Recommended Motion:

THAT the Committee of the Whole receives Staff Report No. COW TR2020-02 – the Director of Finance/Treasurer 2019 Workplan updated for December 2019.

Background / Analysis:

The Treasury Department is presenting to the Committee of the Whole their workplan updated as of December 2019. There remains policy work to be done to ensure transparency and consistency. Policies planned included: water/wastewater billing and collection policy; accounts receivable policy; and current policies that need updating. These will be moved to Q1 2020.

Training has been completed and there is still financial information that needs to be input. We are past the deadline for completing the deliverables for this grant as there are little resources and this really is a full-time position until the data is all collected and input. I am in conversations with FCM (Federation of Canadian Municipalities) to see if we can get an extension to possibly November 30, 2020. I have not heard back from them to date.

The tax department continues to be diligent in collecting arrears. Sixteen properties that were registered for tax sale were paid in full for a total of just under \$300,000. The department is moving forward with proceedings to sell two properties in February and tentatively four for March of 2020.

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

The 2020 proposed budget will be presented to Council on January 23, 2020 with the hopes of approving it at the regular Council Meeting scheduled on January 27, 2020.

Year end is underway with finalization of year end numbers. Adjustments still are required so a variance report is not being presented at this time.

The year end audit is later this year (May 2020) due to staffing changes with the Auditor. The hope is that the year will be closed by the end of May.

Alternatives:

None.

Financial Implications:

None.




Attachments & Relevant Legislation:

None.

Others Consulted:

Signed by Sarah Huskinson, CAO/Clerk

Treasury Department Tasks		Deliverable	Involvement	2019				2020	Progress
				Q1	Q2	Q3	Q4		
Strat Plan	Update provided to CAO	Template Completed	KC						
Policies	Accounts Receivable Policy	Policy approved by Council	SM,KC						
	Utility Billing Policy	Policy approved by Council	SM,KC						
	Travel Policy	Policy approved by Council	KC, SH						Approved by council
	Review Records Retention Policy	Policy approved by Council	KC, SH						
	New Check Pro procedures have been documented	Procedure created	SM,KC						
Other	Asset Management Software Implementation	Software installed and staff trained resulting in a usable product	Dept						Resources to complete could be an issue. FCM asked for another extension
	Council Remuneration Bylaw	Bylaw Approved	KC, SH						
	Review Tax Arrears, more letters, and tax collection	Increased Collections, reduced arrears and increased cash flow	LL, KC						
	Sale of 2018 registered tax sale property	Cash for sale of property	KC, RM, SH						Potential of over 9 properties for sale in early 2020
	Water rates Maxville	Confirmed water rates approved for Maxville	KC, RM, SH						
	10 year capital plan template to directors	Plan sent and completed by Directors for 2020 budget	KC, Directors						
	Rescind FGT bylaw for bridges only	Rescind Bylaw	KC						
	Variance reports - Monthly to Directors	Variance reports delivered to Directors	KC						
	2020 Budget	Budget complete	KC, Directors						
	A/R and Utility training for backup	Trainee completes A/R	KC, SM, JD						
	A/P training for backup	Trainee completes A/P	KC, RK, JD						
	Payroll training for backup	Trainee completes payroll	KC, RK, JD						
	RBC Form 349	Form submitted to RBC	KC						
	Hire New Tax Collector	Tax Collector Hired	KC, LL, RK						
	Municipal Audit	Audit Complete	KC, RK, SM, LL, LL						
	Maxville Water Project Funding	Funding from grants or LTD complete	KC, RK						Funding approved by Infrastructure Ontario
	Checkpro Automatic Deposit	Automatic Cheque Deposits	KC, SM, LL						Great, efficient tool with backup staff positions.
	Employee BBQ	BBQ complete	All employees						Sarah set it for June
	Year End Financial Processing	Audited financial statements	SM, RK, KC						
	CWWF Claim Jan 1 - Mar 31/19	Claim submitted	KC						Claim is \$1,241,080
	CWWF Claim Apr 1/19 - Jun 30/19	Claim submitted	KC						Claim is \$1,592,944
	CWWF Claim Jul 1/19 - Sep 30/19	Claim submitted	KC						Claim is \$1,696,626
	ICIP Grant application Creek Road Bridge	Claim submitted	KC						Approved
	OCIF Annual Reporting	Claim submitted	KC						
	Main Street Revitalization Grant reporting	Claim submitted	KC						Submitted May 2019
	Creation of new building permit deposit tracking form	Balances to GL monthly	KC, JR, CL						Tracking is much more accurate
	Creation of cost centres for capital	Cost centres complete	KC, SMT						
	Creation of Tax Bill Inserts	inserts	KC, TK, SH						
	Variance reports - Quarterly to council		KC						
	Tax Arrears Collection reports - Quarterly to Council								

Preparation 
Execution 
Complete 

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: January 27, 2020

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry receives Staff Report No. TR2020-03 regarding the 2020 Operating and Capital Budgets; and

THAT the Council of the Township of North Glengarry adopts the 2020 Operating and Capital Budgets, as amended from the January 23, 2020 meeting with a net municipal tax levy requirement of \$6,136,519 as summarized in Appendix "A" attached; and

FURTHER THAT the Council of the Township of North adopts the 2020 Water Works Budget with net expenditures and capital of \$6,789,367 as noted in Appendix "B" attached.

Carried

Defeated

Deferred

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	_____	_____

Section 6 Item f



Report – TR2020-03

STAFF REPORT TO COUNCIL

Date: January 24, 2020

From: Kim Goyette, Director of Finance/Treasurer

RE: 2020 Operating and Capital Budgets

Recommended Motion: THAT the Council of the Township of North Glengarry receives Staff Report No. TR2020-03 regarding the 2020 Operating and Capital Budgets; and

THAT the Council of the Township of North Glengarry adopts the 2020 Operating and Capital Budgets, as amended from the January 23, 2020 meeting with a net municipal tax levy requirement of \$6,136,519 as summarized in Appendix "A" attached; and

FURTHER THAT the Council of the Township of North adopts the 2020 Water Works Budget with net expenditures and capital of \$6,789,367 as noted in Appendix "B" attached.

Background / Analysis:

A special budget meeting of Council was held on January 23, 2020. During the discussion the following items came up:

- \$500 would be earmarked for tree replanting under Economic Development Sponsorship fund
- The Murals and Panels noted in the Economic Development capital budget would be further discussed at the Arts and Culture Committee
- Council requested further information on Storm Sewer Materials and Supplies that was significantly over budget to date for 2019. This was due to MacDonald Blvd Storm Sewers having an unplanned culvert failure that needed to be fixed.
- More information is required for the cost of upgrading the railway grade crossings within the Township in 2021.
- The fire permit revenues will now go to the Fire Department (currently they are recorded under the CBO Department)

The following adjustments were made the proposed budget:

Account	Name	Change
1-4-1200-9990	Admin - Contingency Fund	(10,000)
1-4-2100-2021	CBO - Work Boots and Clothing	(1,000)
1-4-2100-2025	CBO - Mileage and Travel	(1,000)
1-4-2100-2125	CBO - Materials and Supplies	1,000
1-4-2100-2210	CBO - Legal Fees	(2,000)
1-3-2250-7210	Animal Control - Dog Licenses	(2,000)
1-4-1900-8005	Econ Dev - Committee	5,000
1-4-7000-5251	Contribution to Festival of Lights	(8,000)
1-4-1950-2300	Econ Dev - Advertising	(3,500)
1-5-2000-8000	Fire Department Capital	(75,000)
1-5-3000-8000	Corporate Fleet Capital	(15,000)
1-4-4010-2223	Waste - Consulting - SDG Regional Waste Program	10,000
1-3-4010-8001	Waste - Transfer from Reserves	(10,000)
1-4-3012-2125	Road Maintenance - Materials and Supplies	(5,000)
1-4-3046-5194	Hardtop Maint - Sweeping and Cleaning	(10,000)
1-4-3065-2050	PWB - Telephone	(1,000)
1-4-3065-2366	PWB - Building Maint Supplies	(1,000)
1-4-4020-2056	Landfill - Hydro	(1,000)
1-4-4020-2400	Landfill - Gas/Diesel/Oil	(1,000)
1-4-7300-5120	Dome - Snow Removal	(5,000)
1-4-2000-1500	Fire - Loan Payments Vehicles	(3,526)
		<u>(139,026)</u>

Alternatives:

Option 1: THAT the Council of the Township of North Glengarry approves the 2020 budgets.

Option 2: (not recommended) THAT the Council of the Township of North Glengarry does not approve the 2020 budgets.

Financial Implications:

The results of these changes provide a 0% tax rate increase to the municipal rate. County and Education rates still need to be confirmed in order to pass the Tax Rate Bylaw.

The total change in the tax levy of \$305,486 is due solely from property assessment changes made through the Municipal Property Assessment Corporation.

Others consulted:

Council
All Department Directors

Attachments:

2020 Operating and Capital Budgets Schedule "A" and "B".

Signed by Sarah Huskinson - CAO/Clerk

Budget
Fiscal Year 2020

Schedule "A"

DEPARTMENT SUMMARY

DEPARTMENT	AREA	2018 - ACTUAL VALUES	2019 - FINAL BUDGET	2019 - ACTUAL VALUES	2020 - MANAGEMENT REVIEW	VARIANCE
Governance		161,700	186,156	178,387	188,951	2,795
Administration		(1,740,840)	(1,855,054)	(2,288,370)	(1,752,874)	102,180
Community Services	Community Development	12,815	46,600	44,043	28,600	(18,000)
	Other Contributions	457,740	484,582	428,101	247,480	(237,102)
	Recreation Building Water	26,320	10,000	8,221	10,000	-
	Library	16,294	16,000	3,289	(1,159)	(17,159)
Economic Development		239,282	254,854	196,571	260,285	5,431
Fire Services	Fire Department	1,210,475	860,821	811,564	945,158	84,337
	CEMC	7,330	7,000	5,908	10,189	3,189
Building, Bylaw & Planning	Building	49,849	58,333	80,055	62,921	4,588
	Bylaw	19,369	66,039	75,574	75,574	9,718
	Septic Systems	(4,388)	(1,000)	(7,020)	(1,000)	-
	Animal Control	(5,631)	(16,500)	(35,229)	(18,500)	(2,000)
	Planning	141,923	107,692	81,064	135,216	27,524
Other Services	Crossing Guards	-	7,368	5,949	7,022	(346)
	Ambulance	(20,003)	(21,315)	(27,705)	(21,315)	-
	Conservation Authorities	107,984	107,642	115,544	111,547	3,905
	Livestock	281	2,000	(2,528)	2,000	-
Fleet		415,022	486,000	504,767	171,395	(314,605)
Public Works	Roads Administration	3,050,091	3,178,098	1,629,501	3,122,840	(55,258)
	Bridges and Culverts	66,869	35,000	67,309	37,000	2,000
	Roadside Maintenance	381,853	25,500	402,877	45,500	20,000
	Sidewalk Maintenance	4,737	6,000	13,138	6,000	-
	Loose top Maintenance	163,178	141,000	192,757	141,000	-
	Hard Top Maintenance	87,196	75,000	76,672	65,000	(10,000)
	Plowing and Sanding	395,719	107,000	349,811	168,000	61,000
	Snow Removal	48,557	61,000	97,822	71,000	10,000
	Septic Sewers	16,993	22,500	47,543	22,500	-
	Safety Devices	45,999	50,000	42,561	50,000	-
	Street Lighting	76,221	80,000	61,365	80,000	-
	Public Works Building - 6	18,293	23,888	14,552	22,488	(1,400)
	Public Works Building - 9	36,662	20,500	22,043	20,500	-
	Garbage Collection	449,637	484,000	384,871	426,000	(58,000)
Landfill		(227,556)	(279,141)	(377,816)	(288,769)	(9,628)
RARE		803,795	180,186	477,011	417,889	237,703
Recreation	Maxville Sports Complex	422,271	340,949	287,862	313,999	(26,950)
	Island Park	659,996	293,611	324,179	331,699	38,088
	Dome - Glengarry Indoor	137,948	180,611	112,728	158,111	(22,500)
	Glengarry Sports Palace	(2,869)	-	8,004	464,740	464,740
Drainage	Municipal Drainage	6,791	(1,887)	19,489	(651)	1,236
	Tile Drainage	19,298	-	28,518	-	-
Water Distribution		2,224,531	18,397	(1,844,271)	-	(18,397)
Waste Water		164,278	(18,397)	(46,984)	-	18,397
TOTAL TAX LEVY COUNCIL		10,146,010	5,831,033	2,569,727	6,136,519	305,486

Proposed Budget
Fiscal Year 2020

OPERATING BUDGET BY FUNCTION

DEPARTMENT	2019 Approved Budget	2020 Proposed	Variance
Governance	186,156	188,951	2,795
Administration	(1,855,054)	(1,752,874)	102,180
Community Services	557,182	284,921	(272,261)
Economic Development	254,854	260,285	5,431
Fire Services	867,821	955,347	87,526
Building, Bylaw & Planning	214,564	254,394	39,830
Other Services	95,695	99,254	3,559
Fleet	486,000	171,395	(314,605)
Public Works	3,823,599	3,851,177	27,578
Waste, Landfill, RARE	385,045	555,120	170,075
Recreation	815,171	1,268,549	453,378
Water Works	-	-	-
	\$ 5,831,033	\$ 6,136,519	\$ 305,486

10 YR CAPITAL BUDGET - 2020
TOWNSHIP OF NORTH GLENGARRY SUMMARY

AREA	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Administration	77,500	-	-	-	-	-	-	-	-	-
Bridges	2,623,711	257,671	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Dome	17,000	-	-	-	275,000	-	-	-	-	-
Economic Development	78,500	5,000	20,000	5,000	20,000	5,000	-	-	-	-
Fire	295,000	-	-	-	-	-	-	-	-	-
Fleet	931,395	1,001,692	550,000	1,153,000	551,000	925,035	615,000	661,735	385,000	340,000
Glengarry Sports Palace	106,000	20,000	125,000	10,000	-	-	10,000	100,000	10,000	65,000
Hard Top Maintenance	774,875	400,936	348,215	379,558	-	-	-	-	-	-
Island Park	31,500	45,000	30,000	130,000	150,000	-	-	-	-	-
Landfill	137,671	103,839	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Maxville Water Project	3,567,883	-	-	-	-	-	-	-	-	-
Municipal Recreation Associations	63,500	-	-	-	-	-	-	-	-	-
Maxville Sports Complex	17,000	-	-	250,000	-	-	-	-	-	-
Other Road Projects	604,671	500,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
RARE	25,582	-	-	-	-	-	-	-	-	-
Waste Water	169,000	317,162	85,000	115,000	65,000	115,000	115,000	50,000	100,000	50,000
Water Distribution	270,161	150,195	40,000	115,000	40,000	115,000	40,000	40,000	40,000	40,000
Water Treatment	67,000	10,000	-	-	-	-	-	-	-	-

Total Before Inflation	9,857,950	2,811,495	1,303,215	2,262,558	1,206,000	1,265,035	885,000	956,735	640,000	600,000
Inflation	1.00	1.04	1.06	1.08	1.10	1.13	1.15	1.17	1.19	1.22
Total with Inflation	9,857,950	2,923,955	1,382,451	2,448,124	1,331,010	1,424,087	1,016,196	1,120,537	764,565	731,115

Funding Sources	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Reserves	916,253	551,169	395,907	437,738	27,591	28,143	28,706	29,280	29,866	30,463
Grants	3,707,292	70,000	-	125,000	-	-	-	-	-	-
Tax Base	1,644,121	949,178	853,944	743,453	718,481	595,687	809,512	985,848	567,451	590,985
Long Term Debt	3,049,122	883,360	-	893,068	469,053	541,339	-	-	-	-
Water/Waste Water Rates	541,161	470,248	132,600	248,864	115,884	258,918	177,978	105,408	167,248	109,667
Total Funding	9,857,949	2,923,955	1,382,451	2,448,123	1,331,009	1,424,087	1,016,195	1,120,536	764,565	731,115

WATER WORKS

Account Code	Account Description	2018 - ACTUAL VALUES	2019 - FINAL BUDGET	2019 - ACTUAL VALUES	2020 - MANAGEMENT REVIEW	VARIANCE
Water Distribution						
EXPENDITURES						
1-4-9200-1010	NGWD-WAGES	9,650	135,181	2,004	139,038	3,857
1-4-9200-1035	NGWD - OVERTIME	-	2,000	719	-	(2,000)
1-4-9200-1110	NGWD-BENEFITS	1,889	38,763	715	41,683	2,920
1-4-9200-1210	NGWD-WSIB CLAIMS PAID	241	500	44	500	-
1-4-9200-1225	NGWD-INSURANCE	21,576	21,576	22,381	23,734	2,158
1-4-9200-1505	NGWD-LTD PAYMENTS	95,010	101,350	96,775	556,297	454,947
1-4-9200-1506	NGWD-INTEREST PAYMENTS	-	180,000	-	-	(180,000)
1-4-9200-2015	NGWD-MUNICIPAL TAXES	360	1,200	352	1,200	-
1-4-9200-2017	NGWD - BRIDGE LOAN INTEREST	9,942	-	-	-	-
1-4-9200-2020	NGWD-HEALTH & SAFETY	846	1,200	1,003	1,200	-
1-4-9200-2021	NGWD-WORK BOOTS & CLOTHING ALLOWANCE	870	1,200	192	1,200	-
1-4-9200-2023	NGWD-BILLING OPERATING COSTS	2,452	2,500	2,574	2,500	-
1-4-9200-2025	NGWD-MILEAGE & TRAVEL	-	-	100	-	-
1-4-9200-2035	NGWD-CONFERENCE & WORKSHOPS	6,732	9,000	5,719	9,000	-
1-4-9200-2037	NGWD-CERTIFICATE RENEWAL	145	500	145	1,000	500
1-4-9200-2049	NGWD-CELL PHONES	1,760	2,500	2,018	2,500	-
1-4-9200-2050	NGWD-TELEPHONE	3,482	3,200	3,090	3,200	-
1-4-9200-2051	NGWD-COURIER	1,089	1,200	534	1,200	-
1-4-9200-2055	NGWD-ENBRIDGE	7,748	5,500	-	-	(5,500)
1-4-9200-2056	NGWD-HYDRO	842	1,100	1,733	1,100	-
1-4-9200-2057	NGWD-WATER/SEWER	32	200	-	200	-
1-4-9200-2110	NGWD-TOOLS	907	1,000	2,457	1,000	-
1-4-9200-2114	NGWD-CHEMICALS	3,980	2,000	1,669	2,500	500
1-4-9200-2116	NGWD-CHLORINE	1,106	500	613	1,000	500
1-4-9200-2120	NGWD-OFFICE SUPPLIES	1,151	1,000	1,160	500	(500)
1-4-9200-2125	NGWD-MATERIALS & SUPPLIES	5,036	8,000	5,597	6,000	(2,000)
1-4-9200-2130	NGWD - COMPUTER SUPPLIES	118	1,500	360	1,500	-
1-4-9200-2140	NGWD - PHOTOCOPIER EXPENSES	94	-	653	-	-
1-4-9200-2162	NGWD-NEW WATER METER /REPAIRS	3,576	5,000	590	2,500	(2,500)
1-4-9200-2164	NGWD-WATER MAIN REPAIRS	73,965	100,000	143,426	125,000	25,000
1-4-9200-2166	NGWD-FROZEN LINES SERVICES	-	-	841	1,000	1,000
1-4-9200-2200	NGWD-ACCOUNTING/AUDIT FEES	-	1,500	-	1,500	-
1-4-9200-2201	NGWD-QMS AUDITING	3,568	2,400	1,145	3,500	1,100
1-4-9200-2210	NGWD-LEGAL FEES	1,273	5,000	2,000	5,000	-
1-4-9200-2223	NGWD-CONSULTING FEES	14,541	5,000	-	5,000	-
1-4-9200-2300	NGWD-ADVERTISING	136	1,000	374	1,000	-
1-4-9200-2366	NGWD-BUILDING MTCE/SUPPLIES	404	1,000	279	1,000	-
1-4-9200-2368	NGWD-EQUIPMENT MTCE	14,400	4,500	4,653	4,500	-
1-4-9200-2370	NGWD-TRUCK LICENCING	144	1,000	-	1,000	-
1-4-9200-2399	NGWD-VEHICLE MTCE	1,671	2,000	3,774	2,500	500
1-4-9200-2400	NGWD-GAS/OIL/DIESEL	6,070	7,000	7,391	5,000	(2,000)
1-4-9200-2410	NGWD-ASSOC. & MEMBERSHIP FEES	697	500	1,061	500	-
1-4-9200-2540	NGWD-SAMPLING	-	1,500	769	1,500	-
1-4-9200-3010	NGWD-EQUIPMENT RENTAL	-	250	-	250	-
1-4-9200-3753	NGWD-METER READING	13,219	13,000	10,928	15,000	2,000
1-4-9200-3782	NGWD-CONTRACTED SERVICE RRCA	-	12,000	-	12,000	-
1-4-9200-4010	NGWD-CONTRACTS/CONTRACTED SERVICES	1,812	10,000	7,706	10,000	-
1-4-9200-4100	NGWD-GRASS CUTTING	-	500	-	500	-
1-4-9200-4114	NGWD - LOCATES	-	-	-	15,000	15,000
1-4-9200-5010	NGWD-GENERAL EXPENSES	-	-	25	-	-
1-4-9200-5020	NGWD-BAD DEBT EXPENSE	-	-	10	-	-
1-4-9200-5120	NGWD - SNOW REMOVAL	-	-	-	2,500	2,500
1-4-9200-7850	NGWD-AMORTIZATION EXPENSE	456,225	-	-	-	-
1-4-9200-7912	NGWD-DEFICIT/OPERAQTING REPAY 4 YRS	-	7,500	-	7,500	-
1-4-9200-7997	NGWD-EMERGENCY PHONE SERVICE	-	1,500	-	1,500	-
1-4-9200-7999	NGWD-BOIL WATER ADVISORY	-	500	-	500	-
	TOTAL EXPENDITURES	768,759	705,320	337,579	1,023,302	317,982
CAPITAL EXPENDITURES						
1-5-9200-8000	CAPITAL - NGWD - WATER DISTRIBUTION	45,027	3,066,383	9,716	270,161	(2,796,222)
	TOTAL CAPITAL EXPENDITURES	45,027	3,066,383	9,716	270,161	(2,796,222)
	Total Water Distribution	813,786	3,771,703	347,295	1,293,463	(2,478,240)

Water Treatment						
REVENUES						
1-3-9300-4900	WATER - DOMESTIC - ALEXANDRIA	(1,102,226)	(1,092,420)	(1,123,906)	(1,328,186)	(235,766)
1-3-9300-4902	WATER-COMMERCIAL-ALEXANDRIA	(584,002)	(624,240)	(585,428)	(678,923)	(54,683)
1-3-9300-4903	WATER-GLEN ROBERTSON	(36,790)	(40,576)	(37,214)	(40,576)	-
1-3-9300-4904	WATER-CHARGEBACKS	(114)	-	-	-	-
1-3-9300-4905	WATER - PENALTY & INTEREST	(15,079)	(20,000)	(15,583)	(20,000)	-
1-3-9300-4906	WATER-OTHER INCOME	(117,347)	(10,000)	(704,783)	(10,000)	-
1-3-9300-4907	WATER - NSF CHEQUE CHARGE	(400)	-	(400)	-	-

1-3-9300-4961	USER FEES - WETLANDS CAPITAL RECOVERY	(15,468)	(15,000)	(15,236)	(15,000)	-
1-3-9300-4971	WATER - HYDRANT RENTAL	-	(15,000)	-	(20,000)	(5,000)
1-3-9300-7161	WATER - WATER ADJ. OVER/SHORT	(670)	-	-	-	-
1-3-9300-8000	WATER - TRANSFER FROM RESERVES	(44,800)	-	-	-	-
1-3-9300-8001	TRANSFER FROM WATER RESERVES	-	-	(70,000)	-	-
	TOTAL REVENUES	(1,916,896)	(1,817,236)	(2,552,550)	(2,112,685)	(295,449)
	EXPENDITURES					
1-4-9300-1010	NGWT-WAGES	302,145	135,182	303,701	139,038	3,856
1-4-9300-1015	NGWT - PART TIME WAGES	-	-	8,714	-	-
1-4-9300-1035	NGWT - OVERTIME	4,172	2,000	54,067	40,000	38,000
1-4-9300-1110	NGWT-BENEFITS	79,568	38,763	86,651	41,683	2,920
1-4-9300-1210	NGWT-WSIB CLAIMS PAID	241	-	44	-	-
1-4-9300-1225	NGWT-INSURANCE	21,576	21,576	21,620	23,734	2,158
1-4-9300-1505	NGWT-LTD PAYMENTS	(85,182)	43,436	41,475	40,501	(2,935)
1-4-9300-1506	NGWT-LTD INTEREST PAYMENTS	635	-	-	-	-
1-4-9300-2015	NGWT-MUNICIPAL TAXES	7,358	8,800	7,195	8,798	(2)
1-4-9300-2020	NGWT-HEALTH & SAFETY	956	1,200	877	1,200	-
1-4-9300-2021	NGWT-WORK BOOTS & CLOTHING	783	1,200	153	1,200	-
1-4-9300-2023	NGWT-BILLING OPERATING COSTS	2,417	2,500	3,444	2,500	-
1-4-9300-2025	NGWT-MILEAGE & TRAVEL	-	-	199	-	-
1-4-9300-2035	NGWT-CONFERENCES & WORKSHOPS	7,566	9,000	5,626	9,000	-
1-4-9300-2037	NGWT-CERTIFICATE RENEWAL	140	500	(140)	2,000	1,500
1-4-9300-2049	NGWT-CELL PHONES	1,769	2,500	1,770	2,500	-
1-4-9300-2050	NGWT-TELEPHONE	645	1,000	944	1,000	-
1-4-9300-2051	NGWT-COURIER	1,013	1,000	728	1,000	-
1-4-9300-2055	NGWT-ENBRIDGE	2,440	2,500	8,887	8,000	5,500
1-4-9300-2056	NGWT-HYDRO	75,038	65,000	69,172	65,000	-
1-4-9300-2110	NGWT-TOOLS	305	500	878	500	-
1-4-9300-2114	NGWT-CHEMICALS	30,700	40,000	23,081	30,000	(10,000)
1-4-9300-2115	NGWT-COAGULENT	61,638	55,000	58,267	55,000	-
1-4-9300-2116	NGWT-CHLORINE	16,194	22,000	39,865	30,000	8,000
1-4-9300-2120	NGWT-OFFICE SUPPLIES	660	1,000	819	1,000	-
1-4-9300-2125	NGWT-MATERIALS & SUPPLIES	7,416	10,000	7,015	10,000	-
1-4-9300-2130	NGWT-COMPUTER SUPPLIES	56	1,000	899	1,000	-
1-4-9300-2140	NGWT - PHOTOCOPIER EXPENSE	94	-	663	-	-
1-4-9300-2200	NGWT-ACCOUNTING/AUDIT FEES	-	2,500	-	2,500	-
1-4-9300-2201	NGWT-QMS AUDITING	2,322	2,400	1,145	2,400	-
1-4-9300-2210	NGWT-LEGAL FEES	601	5,000	-	5,000	-
1-4-9300-2223	NGWT-CONSULTING FEES	29,805	5,000	50,371	5,000	-
1-4-9300-2300	NGWT-ADVERTISING	28	1,000	254	500	(500)
1-4-9300-2366	NGWT-BUILDING MTCE/SUPPLIES	9,355	10,000	2,266	5,000	(5,000)
1-4-9300-2368	NGWT-EQUIPMENT MTCE	76,531	50,000	28,737	40,000	(10,000)
1-4-9300-2370	NGWT - TRUCK LICENSING	144	-	288	-	-
1-4-9300-2400	NGWT-GAS/OIL/DIESEL	669	1,000	-	500	(500)
1-4-9300-2410	NGWT-ASSOC. & MEMBERSHIP FEES	366	500	2,246	1,000	500
1-4-9300-2540	NGWT-SAMPLING	17,717	19,000	15,535	19,000	-
1-4-9300-3010	NGWT-EQUIPMENT RENTAL	127	250	-	250	-
1-4-9300-3782	NGWT-CONTRACTED SERVICE RRCA	1,526	18,000	1,722	18,000	-
1-4-9300-4010	NGWT-CONTRACTS/CONTRACTED SERVICES	1,709	2,500	95,987	2,500	-
1-4-9300-4013	NGWT-OPERATING MONITORING/ANALYSIS COSTS	-	1,000	-	1,000	-
1-4-9300-4100	NGWT-GRASS CUTTING	-	500	-	500	-
1-4-9300-5010	NGWT-GENERAL EXPENSES	-	-	60	-	-
1-4-9300-5020	NGWT-BAD DEBT EXPENSE	13,949	-	4,078	-	-
1-4-9300-7912	NGWT-DEFICIT/OPERATING REPAY 4 YRS	-	7,500	-	7,500	-
1-4-9300-9000	NGWT-TRANSFER TO RESERVES	235,129	92,869	-	126,918	34,049
	TOTAL EXPENDITURES	930,321	684,676	949,303	752,222	67,546
	CAPITAL EXPENDITURES					
1-5-9300-2065	NGWT - PERMITS & APPROVALS	-	15,264	3,200	-	(15,264)
1-5-9300-2223	NWWT - PROJECT ENGINEERING	-	-	170,613	-	-
1-5-9300-8000	CAPITAL - NGWT - WATER TREATMENT	121,998	82,610	194,781	67,000	(15,610)
	TOTAL CAPITAL EXPENDITURES	121,998	97,874	368,594	67,000	(30,874)
	Total Water Treatment	(864,577)	(1,034,686)	(1,234,653)	(1,293,463)	(258,777)
	Maxville Water Project					
	CAPITAL REVENUES					
1-3-9500-1000	MAXVILLE - WATER (INFRASTR. ONT)	(7,099,255)	-	-	-	-
1-3-9500-1001	MAXVILLE - CWWF FUNDING	(7,897,481)	(7,800,000)	(10,731,506)	(1,243,761)	6,556,239
1-3-9500-1002	TRF FROM DEBT - MAXVILLE	-	(7,500,000)	-	(2,324,122)	5,175,878
	CAPITAL REVENUES	(14,996,736)	(15,300,000)	(10,731,506)	(3,567,883)	11,732,117
	CAPITAL EXPENDITURES					
1-5-9500-1506	MDS - BRIDGE LOAN INTEREST	3,990	-	79,437	-	-
1-5-9500-2065	MDS - PERMITS & APPROVALS	-	21,633	-	-	(21,633)
1-5-9500-2125	MDS - MATERIAL & SUPPLIES	-	-	81	-	-
1-5-9500-2210	MDS - LEGAL FEES	-	-	700	-	-
1-5-9500-2223	MDS - PROJECT ENGINEERING	349,157	322,914	159,886	-	(322,914)
1-5-9500-2300	MDS - ADV	483	-	65	-	-
1-5-9500-2540	MDS - SAMPLING & TESTING	9,777	-	814	-	-
1-5-9500-4010	MDS - CONTRACTED SERVICES	10,055,329	4,953,831	2,426,438	-	(4,953,831)
1-5-9300-4010	NGWT - CONTRACTED SERVICES	-	-	63,747	3,567,883	3,567,883

1-5-9550-2060	MWT - INSPECTIONS	5,861	-	2,646	-	-
1-5-9550-2065	MWT - PERMITS & APPROVALS	-	30,330	-	-	(30,330)
1-5-9550-2095	MWT - APPROVALS	-	-	11,248	-	-
1-5-9550-2125	MWT - MATERIALS & SUPPLIES	-	-	188	-	-
1-5-9550-2223	MWT - PROJECT ENGINEERING	227,841	-	86,680	-	-
1-5-9550-4010	MWT - CONTRACTED SERVICES	2,385,221	-	476,171	-	-
1-5-9600-2065	AMTM - PERMITS & APPROVALS	-	41,552	-	-	(41,552)
1-5-9600-2223	AMTM - PROJECT ENGINEERING	370,691	524,325	226,923	-	(524,325)
1-5-9600-2540	AMTM - SAMPLING & TESTING	686	-	1,635	-	-
1-5-9600-4010	AMTM - CONTRACTED SERVICES	3,787,652	5,031,404	4,650,429	-	(5,031,404)
1-5-9650-2065	BS - PERMITS & APPROVALS	-	6,660	2,267	-	(6,660)
1-5-9650-2223	BS - PROJECT ENGINEERING	46,512	79,610	176,052	-	(79,610)
1-5-9650-4010	BS - CONTRACTED SERVICES	4,324	1,594,121	1,392,954	-	(1,594,121)
1-5-9700-2223	AWPU - PROJECT ENGINEERING	24,534	-	16,232	-	-
						-
	CAPITAL EXPENDITURES	17,272,058	12,606,380	9,774,593	3,567,883	(9,038,497)
	Total Maxville Water Project	2,275,322	(2,693,620)	(956,913)	-	2,693,620
	TOTAL TAX LEVY WATER WORKS	2,224,531	18,397	(1,844,271)	-	(18,397)

Budget
Fiscal Year 2020

WASTE WATER

Account Code	Account Description	2018 - ACTUAL VALUES	2019 - FINAL BUDGET	2019 - ACTUAL VALUES	2020 - MANAGEMENT REVIEW	VARIANCE
REVENUES						
1-3-9300-1001	LAGOON - CWWF FUNDING	(120,822)	-	(120,822)	-	-
1-3-9300-4940	SEWER FEES - ALEXANDRIA	(925,032)	(905,148)	(939,246)	(923,251)	(18,103)
1-3-9300-4941	SEWER FEES - MAXVILLE	(166,586)	(162,302)	(168,379)	(165,548)	(3,246)
1-3-9300-4951	WATER/SEWER CONNECTION FEES	(17,500)	(15,000)	(14,000)	(20,000)	(5,000)
1-3-9400-8001	NGS - TRANSFER FROM RESERVES	44,800	-	-	-	-
	TOTAL REVENUES	(1,185,140)	(1,082,450)	(1,242,447)	(1,108,799)	(26,349)
EXPENDITURES						
1-4-9400-1010	NGS - WAGES	155,936	180,242	149,874	185,384	5,142
1-4-9400-1015	NGS - PART-TIME WAGES	-	-	5,897	-	-
1-4-9400-1035	NGS - OVERTIME	1,503	2,000	19,867	20,000	18,000
1-4-9400-1110	NGS - BENEFITS	46,118	51,685	47,888	83,366	31,681
1-4-9400-1210	NGS - WSIB CLAIMS PAID	321	-	59	-	-
1-4-9400-1225	NGS - INSURANCE	28,768	28,768	28,826	28,768	-
1-4-9400-1505	NGS - LTD PAYMENTS	11,145	124,005	113,671	124,005	-
1-4-9400-1511	NGS - LTD MAXVILLE LAGOONS	-	18,100	-	-	(18,100)
1-4-9400-1515	NGS - LTD WETLANDS	6,365	26,640	23,480	26,640	-
1-4-9400-2015	NGS - MUNICIPAL TAXES	15,161	13,000	15,709	13,000	-
1-4-9400-2020	NGS - HEALTH & SAFETY	4,205	4,500	733	3,000	(1,500)
1-4-9400-2021	NGS - WORK BOOTS & CLOTHING	1,607	2,100	1,206	2,100	-
1-4-9400-2023	NGS - BILLING OPERATING COSTS	3,223	3,200	3,858	3,200	-
1-4-9400-2025	NGS - MILEAGE & TRAVEL	-	-	133	-	-
1-4-9400-2027	NGS - INSURANCE CLAIMS	-	10,000	7,837	10,000	-
1-4-9400-2035	NGS - CONFERENCE & WORKSHOPS	6,850	9,000	6,681	9,000	-
1-4-9400-2037	NGS - LICENSE RENEWAL	145	500	781	500	-
1-4-9400-2038	NGS - CERT OF APPROV & PERMITS	-	-	12,900	-	-
1-4-9400-2049	NGS - CELL PHONES	2,358	2,500	2,341	2,500	-
1-4-9400-2050	NGS - TELEPHONE	3,426	3,500	3,521	3,000	(500)
1-4-9400-2051	NGS - COURIER	569	700	508	700	-
1-4-9400-2056	NGS - HYDRO	86,507	90,000	80,134	90,000	-
1-4-9400-2110	NGS - TOOLS	242	1,000	1,083	1,000	-
1-4-9400-2114	NGS - CHEMICALS	4,435	7,500	3,402	5,000	(2,500)
1-4-9400-2115	NGS - COAGULENT	13,279	20,000	10,719	20,000	-
1-4-9400-2116	NGS - CHLORINE	25,980	31,000	48,154	45,000	14,000
1-4-9400-2120	NGS - OFFICE SUPPLIES	1,033	400	-	400	-
1-4-9400-2125	NGS - MATERIALS/SUPPLIES	26,319	7,500	3,310	7,500	-
1-4-9400-2130	NGS - COMPUTER SUPPLIES	63	1,000	1,019	1,000	-
1-4-9400-2140	NGS - PHOTOCOPIER EXPENSE	125	-	921	-	-
1-4-9400-2163	NGS - SEWER LINE REPAIRS	40,210	40,000	31,287	40,000	-
1-4-9400-2200	NGS - ACCOUNTING/AUDIT FEES	-	1,900	-	1,900	-
1-4-9400-2210	NGS - LEGAL FEES	802	10,000	-	10,000	-
1-4-9400-2223	NGS - CONSULTING FEES	4,352	20,000	41,576	20,000	-
1-4-9400-2300	NGS-ADVERTISING	247	500	121	500	-
1-4-9400-2366	NGS-BUILDING MTCE/SUPPLIES	16,097	15,000	5,416	10,000	(5,000)
1-4-9400-2368	NGS-EQUIPMENT MTCE	31,379	55,000	29,179	40,000	(15,000)
1-4-9400-2369	NGS-LAGOON MTCE	14,043	5,000	8,988	5,000	-
1-4-9400-2370	NGS-TRUCK LICENCING	192	250	192	250	-
1-4-9400-2399	NGS-VEHICLE MTCE	2,113	3,000	1,484	3,000	-
1-4-9400-2400	NGS-GAS/DIESEL/OIL	10,742	10,000	8,957	10,000	-
1-4-9400-2410	NGS-ASSOC. & MEMBERSHIP FEES	320	500	-	500	-
1-4-9400-2540	NGS-SAMPLING	20,286	20,000	19,446	20,000	-
1-4-9400-3010	NGS-EQUIPMENT RENTAL- EOS RENTAL	-	250	465	250	-
1-4-9400-4010	NGS-CONTRACTS/CONTRACTED SERVICES	5,718	10,000	7,654	10,000	-
1-4-9400-4016	NGS-SUMP PUMP PROGRAM	-	20,000	-	20,000	-
1-4-9400-4100	NGS-GRASS CUTTING	-	2,000	-	2,000	-
1-4-9400-4114	NGS - LOCATES	-	-	-	15,000	15,000
1-4-9400-5010	NGS-GENERAL EXPENSES	-	1,000	53	1,000	-
1-4-9400-5020	NGS-BAD DEBT EXPENSE	8,050	-	2,534	-	-
1-4-9400-5120	NGS - SNOW REMOVAL	-	-	-	4,500	4,500
1-4-9400-7850	NGS-AMORTIZATION EXENSE	109,787	-	-	-	-
1-4-9400-7911	NGS-RECOVERABLE SERVICES & REPAIRS	2,848	-	(1)	-	-
1-4-9400-9000	NGS-TRANSFER TO RESERVES	169,610	-	-	40,836	40,836

	TOTAL EXPENDITURES	882,479	853,240	751,863	939,799	86,559
IPITAL EXPENDITURES						-
1-5-9400-8000	CAPITAL - NGS - SEWAGE	381,155	210,813	486,416	169,000	(41,813)
1-5-9401-8000	CAPITAL - ANNUAL SEWER LINING	85,784	-	(42,816)	-	-
	TOTAL CAPITAL EXPENDITURES	466,939	210,813	443,600	169,000	(41,813)
	TOTAL TAX LEVY WASTE WATER	164,278	(18,397)	(46,984)	-	18,397

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: January 27, 2020

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry receives Staff Report No. BP-2020-01 Planning/Building & By-law Enforcement update – 2020 Workplan for information purposes only.

Carried

Defeated

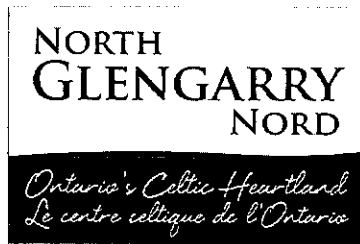
Deferred

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 g



STAFF REPORT TO COMMITTEE OF THE WHOLE

Report No: BP-2020-01

January 22, 2020

From: Jacob Rheume – Chief Building Official / Director of Building, By-law & Planning

RE: 2020 Work Plan

Recommended Motion:

THAT the Committee of the Whole receives Staff Report No. BP-2020-01 – the Director of Building, By-law & Planning 2020 Work Plan.

Background / Analysis:

The Building, By- Law & Planning Department is presenting the Committee of the Whole with their work plan update for 2020.

BUILDING

Maxville Water Project

Approximately 150 buildings have their curb stop connection completed and are now ready to have water turned on by the Township/plumber. These properties are still on well water but as soon as the meter is installed and the water is turned on, they will be supplied by the municipal water system. The CBO and the Technician from Water Works, a licensed plumber started to do some scheduled inspections for turning on the municipal water, about 15 are supplied by municipal water at this time.

Building Permit Application & Tracking Software

The Department is working alongside IT to create newer software for Building Permit Applications & tracking system being linked with Zoning and to assess all cost to make right decisions for future. The Township's decision to transfer VADIM data to the United Counties will limit the options available to the Department for the software. There are many software available but usually very costly and have a similarity to a "sophisticated" excel spreadsheet. The new IT/GIS technician will help greatly with this matter.

Review of Sign By-law

The sign By-law will be reviewed in 2020. Location, size, temporary or permanent, fees, will be some if the reviewed items.

Review of Civic Number By-law

The Civic Numbering By-law is currently being updated. The application for a civic number is also being updated as it has been in the past, but it's not attached to the By-law, and does not have the same information. The By-law needs a review also as it must include the new Farm 911/Emily civic numbering system, which will allow any entrance to have a civic number, even if there is no building on the property, which was not permitted before. This will require us to keep track of which properties are vacant, with a civic number to avoid buildings being built without a permit and will also be a challenge to try to make all civic numbers to match the Counties grid. A new process will also be put in place to purchase the civic number signs and posts which will require the civic application to be approved by the Department prior to it being produced.

Building Permits

In 2019, 238 Building Permits were issued. A little more than 2018 where 222 permits were issued. That includes SFD, decks, pools, livestock facilities, demolitions, etc. The value of construction for the 2019 building permits is \$12,034,123.00, which is less than in 2018, where the value of construction was \$15,274,920.00.

BY-LAW ENFORCEMENT

Creation of Animal Control By-law & Review Dog Catcher Duties

The By-law Enforcement Officer and the Department are currently working on a new Animal Control By-law, which would include dogs and an Exotic/Prohibited Animal By-law. We already have a Dog Control By-law but as the dog catcher's contract is coming to an end on the 31 of March and is not being renewed, that By-law will also need to be updated. We currently do not have an Exotic/Prohibited Animal By-law. We are now equipped for catching and keeping dogs that are found be running at large, and we are in the process of making arrangements with local vet clinics and local dog kennels for other options.

Review of Garage Sale By-law

The sign By-law will be reviewed in 2020. The location, free weekends, setbacks, articles to be sold, will be some if the reviewed items.

Ongoing Complaints

The By-law is also working on several files to achieve compliance with municipal By-laws in a timely manner and to avoid any additional costs.

PLANNING

Draft Zoning By-law Review (2020)

The detailed logs of past Minor Variances and Zoning By-law Amendments have been completed. The Zoning By-law schedules have been aligned with the SDG Official Plan designations in the GIS system. The planner held a conference call with JL Richards. The next steps will be to identify sections of the Comprehensive Zoning By-law (2000) that need to be aligned with the SDG Official Plan (2018), identify gaps, obtain municipal land use codes from MPAC for a legal non-conformity exercise and moving forward.

Cannabis use - Zoning By-law Amendment

The Planning Department completed Cannabis Zoning By-law Amendment and Cannabis Retail Application Review Policy documents. The documents are currently being reviewed and will then submit for approval.

Town Core & Rural Cycling Project & Main Street Renewal Project

The Planner attended the Annual Active Transportation Summit in South Stormont, useful materials and ideas were collected. The ideas were also discussed ideas with the Economic Development Officer. Both will be collaborating with the public works department and the recreation department on the project to create a more bike friendly town core and expand/improve the recreational trails network. A discussion on the status of Main Street Renewal Project is currently planned to follow up on the United Counties report that was completed in December.

Forest Conservation By-law

The draft documents for the Forest Conservation By-law and application are completed. We received a lawyers' review of the By-law and we are now working on implementing the comments in the By-law. It will be made available to public soon for comments and concerns. The By-law will then be reviewed and implemented with the public's comments. The plan is to also assign Set Fines to the By-law for an easier way to enforce it.

LPAT Official Plan Appeal

The Planning Department is working together with SDG Counties and Township planners, attending bi-monthly half day meetings for discussing the process and moving forward in the appeal.

Ongoing Zoning By-law Amendments, Consent Applications, Minor Variances

Also working on several files with applicants that will be forwarded to Council in due time. The meetings with customers are daily for pre-consultations, review of applications. Discussing possibilities in English and French.

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*

Signed by Sarah Huskinson – CAO/Clerk

Building, Planning, By-Law Department Tasks		Deliverable	Involvement	2020				2021	Progress
				Q1	Q2	Q3	Q4		
Strat Plan	Create a list of all municipally owned land and properties. Evaluate each of the properties for municipal use vs land sale or development. Present the report and recommendations to Council for approval.	Approved by Council	KO	Preparation					
	Create a Tree Canopy by-law and permitting system.	Approved by Council	KO, JR, SH	Preparation					
	Develop a plan to attract development across all demographics in Maxville and Alexandria following the completion of the infrastructure projects.	Approved by Council	KO	Preparation					
	Complete a development charges feasibility study.	Approved by Council	JR	Preparation					
	Review current by-laws for enforcement.	Approved by Council	JR, TM	Preparation					
	Provide training to all departments on excellence in customer service.	Approved by Council	JR, TM, KO, CL	Preparation					
Policies	Draft Zoning By-law Review (2017)	Approved by Council	KO, JR	Execution	Preparation	Execution	Execution		
	Cannabis use - Zoning By-law Amendment	Approved by Council	KO	Preparation	Execution	Execution	Complete		
	Review of Civic Number By-law	Approved by Council	JR	Preparation	Execution	Complete			
	Creation of Animal Control By-law (SDG)	Approved by Council	TM, JR	Execution	Complete				
	Review of Garage Sale By-law	Approved by Council	TK, JR		Preparation	Execution	Complete		
	Review of Sign By-law	Approved by Council	JR		Preparation	Execution	Complete		
	Creation of Tree Canopy By-law	Approved by Council	KO, JR, SH	Execution	Complete				
Other	Main Street Renewal Project	Ongoing Planning/ Public Works/ SDG project	KO, RM, TK	Preparation	Execution	Execution	Execution		
	Town Core & Rural Cycling Project	Ongoing Planning/ Ec. Dev./ SDG project	KO, TK	Preparation	Execution	Execution	Execution		
	Ongoing ZBA, MV	Ongoing Planning	KO	Execution	Execution	Execution	Execution		
	Ongoing Consent Applications	Ongoing Planning	KO	Execution	Execution	Execution	Execution		
	Ongoing OP Appeal (SDG)	Ongoing Planning/ Township and SDG Appeal	KO	Execution	Execution	Execution	Execution		
	Building Permit Application & Tracking Software	IT building a new software for building permits and zoning references and tracking	RE, JR	Execution	Complete				
	Dog tags tracking	By-law Officer to overlook the entered date	TM, CL	Execution	Complete				
	By-law/Complaint Software	Easier and simpler tracking software for complaints	TM, CL	Execution	Execution	Execution	Complete		
	Review Dog Catcher Duties	Current contract to expire	TM, JR	Execution	Complete				
	Ongoing By-law Complaints	Ongoing By-law	TM	Execution	Execution	Execution	Execution		
	Ongoing Building Permit Applications	Ongoing Building	JR	Execution	Execution	Execution	Execution		
	Maxville Water Connections	Ongoing Building	JR	Execution	Execution	Execution	Complete		

Preparation 
Execution 
Complete 

Section 7

UNFINISHED

BUSINESS



Raisin Region Conservation Authority

Board of Directors Meeting Agenda

November 21, 2019

3:00 p.m.

RRCA Administration Office

	Page
1. Call to Order	
2. Approval of Agenda	
3. Declaration of Conflict of Interest	
4. Delegations / Presentations	
a) RRCA Project Update – PowerPoint Presentation (Staff)	
5. Approval of Minutes	
a) Minutes of October 17, 2019	1-4
6. Business Arising from the Minutes	
7. New Business	
a) Meeting with MECP - verbal (Richard)	5-8
b) Environment & Climate Change Committee Appointment (Richard)	9-10
c) Grant Submissions (Lisa)	11
d) 2019 Grant Applications Summary (Lisa)	12
e) 2020 Gray's Creek Marina Slip Rental Rates (Josianne)	13
f) Municipal Freedom of Information (Kim)	14-18
g) CMC Meeting Minutes of November 7, 2019 (Lissa)	19
h) Office Closure – Christmas Holidays (Josianne)	20-21
i) Monthly Activity Summary (Josianne)	
8. Financial Reports	
a) Statement of Operations as of September 30, 2019 (Sandy)	22-23
9. Future Meetings	
RRCA Board of Directors starting at 3:00 p.m. – Jan 16 th , Feb 20 th , Mar 19 th	
10. Closed Session	
a) Litigation or Potential Litigation Matter (Lissa / Phil)	

11. Adjournment

A handwritten signature in black ink, appearing to be 'R. Pilon', with a long horizontal stroke extending to the right.

Richard Pilon
General Manager / Secretary-Treasurer

RAISIN REGION CONSERVATION AUTHORITY
BOARD OF DIRECTORS
MINUTES
OCTOBER 17, 2019 – 3:00 pm
RRCA ADMINISTRATION BUILDING

PRESENT: Frank Prevost, South Glengarry, Chair
Bryan McGillis, South Stormont, Vice-Chair
David Smith, South Stormont
Claude McIntosh, City of Cornwall
Carilyne Hebert, City of Cornwall
Martin Lang, South Glengarry
Michael Depratto, North Glengarry

STAFF: Richard Pilon, General Manager / Secretary-Treasurer
Josianne Sabourin, Administrative Assistant
Phil Barnes, Project Manager
Britney Bourdages, Environmental Technician
Sandy Crites, Manager of Finance
Lissa Deslandes, Regulations Officer / Community Liaison
Jessica Herrington, Environmental Technician
Matthew Levac, Resource Technician
Kim MacDonald, Watershed Planner
Pete Sabourin, Manager of Field Operations
Lisa Van De Ligt, Communications Specialist

REGRETS: Roxane Villeneuve, North Stormont

CALL TO ORDER

Frank Prevost, Chair, called the meeting to order at 3:00 pm

APPROVAL OF AGENDA

RESOLUTION #75/19:

Moved by: Michel Depratto
Seconded by: Bryan McGillis

THAT the agenda be approved.

CARRIED

DECLARATION OF CONFLICT OF INTEREST

None

DELEGATIONS / PRESENTATIONS

- a. Staff presented project and program updates

APPROVAL OF MINUTES

RESOLUTION #76/19:

Moved by: Claude McIntosh
Seconded by: Cariyne Hebert

THAT the minutes of the September 19, 2019 meeting of the Raisin Region Conservation Authority be approved.

CARRIED

BUSINESS ARISING FROM THE MINUTES

None

NEW BUSINESS

CONSERVATION ONTARIO COUNCIL MEETING UPDATE

Richard provided an update on topics discussed at the Conservation Ontario Council Meeting held in Toronto on September 30, 2019.

TREE PLANTING PROGRAM UPDATE

RESOLUTION #77/19:

Moved by: Claude McIntosh
Seconded by: Martin Lang

THAT the Board of Directors approve entering into an agreement with Forests Ontario as a Program Delivery Agent under the 50 Million Tree Program;

AND FURTHER, that the Board of Directors approve offering tree planting subsidies to landowners;

AND FURTHER, that the Board of Directors approve charging a 10% Administration Fee to landowners for tree planting project coordination.

CARRIED

COOPER MARSH CONSERVATORS LOAN

RESOLUTION #78/19:

Moved by: Michel Depratto
Seconded by: David Smith

THAT the Board of Directors approve a \$10,000 temporary cash advance to the Cooper Marsh Conservators for the securement of funding for replacing the windows at the Visitors Centre, as presented.

CARRIED

2020 CHARLOTTENBURGH PARK CAMPING RATES

RESOLUTION #79/19:

Moved by: Martin Lang
Seconded by: David Smith

THAT the Board of Directors approve the 2020 Charlottenburgh Park camping rates, as presented.

CARRIED

GRAY'S CREEK CONSERVATION AREA GAZEBO

RESOLUTION #80/19:

Moved by: Carilyne Hebert
Seconded by: Bryan McGillis

THAT the Board of Directors approve the over expenditure for the repairs to the Gray's Creek Conservation Area gazebo, as presented.

CARRIED

O.REG. 175/06 PERMIT SIGNING AUTHORITY AND ENFORCEMENT

RESOLUTION #81/19:

Moved by: David Smith
Seconded by: Martin Lang

THAT the Board of Directors approve the revised list of staff members with designated permit signing authority and enforcement of Ontario Regulation 175/06 under the Conservation Authorities Act, as presented.

CARRIED

COOPER MARSH CONSERVATORS MEETING MINUTES OF OCTOBER 3, 2019

RESOLUTION #82/19:

Moved by: Michel Depratto
Seconded by: Martin Lang

THAT the Board of Directors receive the Cooper Marsh Conservators meeting minutes of October 3, 2019, as presented.

CARRIED

MONTHLY ACTIVITY SUMMARY

RESOLUTION #83/19:

Moved by: Carilyne Hebert
Seconded by: David Smith

THAT the Board of Directors receive the Monthly Activity Summary report, as presented.

CARRIED

STATEMENT OF OPERATIONS AS OF AUGUST 31, 2019

RESOLUTION #84/19:

Moved by: Bryan McGillis
Seconded by: Claude McIntosh

THAT the Board of Directors receive the Statement of Operations report, as presented.

CARRIED

CLOSED SESSION

RESOLUTION #85/19:

Moved by: Michel Depratto
Seconded by: Claude McIntosh

THAT the Full Authority Meeting move into Closed Session to discuss property matters.

CARRIED

RESOLUTION #86/19:

Moved by: Michel Depratto
Seconded by: David Smith

THAT the Full Authority Meeting move to Open Session.

CARRIED

RESOLUTION #87/19:

Moved by: Martin Lang
Seconded by: Bryan McGillis

THAT the Board of Directors authorize staff to pursue items of action dealing with the property matter discussed in the Closed Session.

CARRIED

ADJOURNMENT

RESOLUTION #88/19:

Moved by: Martin Lang
Seconded by: Bryan McGillis

THAT the Board of Directors meeting of October 17, 2019 be adjourned at 4:00 pm

Frank Prevost
Chair

Richard Pilon
General Manager / Secretary-Treasurer

MINUTES

A meeting of the Council of the Corporation of the United Counties of Stormont, Dundas and Glengarry was held in Council Chambers at 9:00 a.m., November 18, 2019 with Warden MacDonald in the Chair.

Present: Warden: MacDonald

Councillors: Armstrong, Byvelde, Fraser, Gardner, Landry, McGillis
Prevost, Smith, Wert, Williams

Alternate: Jaworski

CAO: Simpson

Clerk: Thomson

1. Call Meeting to Order by Resolution
Resolution No. 2019-185

Moved by Councillor Wert

Seconded by Councillor Armstrong

THAT the meeting of the Council of the United Counties of Stormont, Dundas and Glengarry be hereby called to order.

CARRIED

2. Adoption of Agenda
Resolution No. 2019-186

Moved by Councillor Armstrong

Seconded by Councillor Smith

THAT Council approve the agenda as amended.

CARRIED

Delegation on The Great Waterway was removed from the agenda.

3. Disclosure of Pecuniary Interest and General Nature Thereof

4. Adoption of Minutes
Resolution No. 2019-187

Moved by Councillor Prevost

Seconded by Councillor Gardner

THAT the minutes of the meeting of the Council of the United Counties of Stormont, Dundas and Glengarry, held October 21, 2019, be adopted as circulated.

CARRIED

5. Delegations

Various organizations presented information for budget consideration:

- Tish Humphries and Josh Harrison - Beyond 21 - assistance with capital project
- Eric Duncan—digitalization of County newspapers—\$100,000.
- Maxville Manor - \$1,406,323. capital and \$300,000 annually for 10 years
- St. Lawrence River Institute - \$10,000.
- OPP - RN for Mobile Crisis Response Team - \$120,000/annually
- Bill Smirle, Morewood Cenotaph - \$7,000.

All financial requests will be considered as part of the formal budget process.

6. Action Requests

a) Corporate Services

Resolution No. 2019-188

Moved by Councillor Fraser

Seconded by Councillor Armstrong

That the Council of the United Counties of Stormont, Dundas and Glengarry adopt the attached document entitled “United Counties of Stormont, Dundas and Glengarry Strategic Plan”.

CARRIED

Resolution No. 2019-189

Moved by Councillor Gardner

Seconded by Councillor Wert

THAT County Council approve the three (3) attached job descriptions and salary classifications (Job Class) for the new positions of:

1. Director of Planning;
2. Manager of Economic Development;
3. Corporate Communications Coordinator.

AND THAT the County Organizational Chart, Schedule 'A' to By-law No. 5038 (a By-law to set remuneration for non-union staff), and any other relevant documents be and are hereby amended to reflect the above changes.

CARRIED

b) Financial Services

c) Transportation and Planning

Resolution No. 2019-190

Moved by Councillor Smith

Seconded by Councillor Armstrong

THAT Council of the United Counties of Stormont, Dundas and Glengarry approve a side yard setback of 14 metres from the centerline of County Road 38 for the proposed construction of a new residential dwelling at 2 Wintonia Drive and authorize the Director of Transportation and Planning, to issue a setback permit to recognize the same.

AND THAT Council authorize the Director to waive the minor variance fee per the County's User Fee By-law.

CARRIED

Resolution No. 2019-191

Moved by Councillor Prevost

Seconded by Councillor Gardner

THAT Council of the United Counties of Stormont, Dundas and Glengarry endorses the agreed-to wording for Modification 6 as proposed in the Action Request entitled 'LPAT Settlement Modification 6, Watercourse Setbacks' dated November 18, 2019, and directs staff to present the proposed settlement to the Local Planning Appeals Tribunal

CARRIED

d) Planning

e) Court Services

f) County Library

g) IT Services

7. Tenders and Quotations

Resolution No. 2019-192

Moved by Councillor Wert

Seconded by Councillor Prevost

THAT Council accept the proposal from Cellcom Communications to renew the cell phone contract with Bell Mobility for a period of 48 months and authorize the County Directors to sign all necessary documents related to cell phones within their respective Departments for the duration of the contract.

CARRIED

8. By-laws

Resolution No. 2019-193

Moved by Councillor Gardner

Seconded by Councillor Smith

THAT By-law No. 5215, being a by-law to adopt Official Plan Amendment No. 3 to the Official Plan for the United Counties of Stormont, Dundas and Glengarry, respecting the proposed adjustment of the Long Sault Urban Settlement Area Boundary, be read and passed in Open Council, signed and sealed.

CARRIED

9. Consent Agenda

Resolution No. 2019-194

Moved by Councillor Fraser

Seconded by Councillor Wert

THAT all items listed under the Consent Agenda section of the Agenda be approved as recommended.

CARRIED

10. Boards and Committees

Various members provided update on Committee activities.

11. Key Information

Director of Finance Russell provided public notice of budget meeting for December 11, 2019.

Director of Information Technology St. Onge provided information on the radio communication and paging network. Council decided to table the information with no further action thereon.

12. Motions and Notices of Motions

13. Petitions

14. Miscellaneous Business

15. Unfinished Business Summary

16. Closed Session

Resolution No. 2019-195

Moved by Councillor Armstrong

Seconded by Councillor Smith

THAT Council proceed in Camera pursuant to Section 239 (2) (d) and (k) of *The Municipal Act S.O. 2001*, labour relations or employee negotiations; and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried out on behalf of the municipality or local board.

CARRIED

Resolution No. 2019-196

Moved by Councillor Landry
Seconded by Councillor Wert

THAT Council now rise and reconvene and report as follows:

That Council direct staff to negotiate with CUPE 1715 within the parameters set out in confidential In Camera report dated November 18, 2019.

CARRIED

Resolution No. 2019-197

Moved by Councillor Armstrong
Seconded by Councillor Fraser

THAT Council further report as follows:

THAT Council direct staff to proceed with Proposal No. 1 on the Official Plan Appeal as set out in confidential In Camera report dated November 18, 2019.

CARRIED

17. Ratification By-law

Resolution No. 2019-198

Moved by Councillor Armstrong
Seconded by Councillor Wert

THAT By-law No. 5216, being a by-law to adopt, confirm and ratify matters dealt with by resolution, be read and passed in Open Council, signed and sealed.

CARRIED

18. Adjournment by Resolution

Resolution No. 2019-199

Moved by Councillor Wert
Seconded by Councillor Fraser

THAT Council adjourn to the call of the chair.

CARRIED

Warden

Clerk

Section 8

CONSENT AGENDA

Section 9

NEW BUSINESS

Section 10

NOTICE OF MOTION

Section 11

QUESTION PERIOD

Section 12

CLOSED SESSION

BUSINESS

Section 13

CONFIRMING BY-LAW

**INCORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: January 27, 2020

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry receive By-law 05-2020; and

That Council adopt by-law 05-2020 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 05-2020 be read a first, second, third time and enacted in Open Council this 27th day of January 2020.

Carried

Defeated

Deferred

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
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Section 13 Item a

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 05-2020
FOR THE YEAR 2020**

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 January 27, 2020 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 27th day of January 2020

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 05-2020, duly adopted by the Council of the Township of North Glengarry on the 27th day of January 2020.

Date Certified

CAO/Clerk / Deputy Clerk

Section 14

ADJOURN

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: January 27, 2020

MOVED BY: _____

SECONDED BY: _____

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

Carried

Defeated

Deferred

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
	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____
	_____	_____

Section 14