

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

Monday June 8, 2020 at 7:00 p.m. – via zoom

Draft Agenda

1. CALL TO ORDER

2. DECLARATIONS OF PECUNIARY INTEREST

3. ACCEPT THE AGENDA (Additions/Deletions)

4. ADOPTION OF PREVIOUS MINUTES

- a) Regular Meeting of Council – May 25, 2020

5. DELEGATION(S)

Mr. Andrew Vallance regarding burn by-law

6. STAFF REPORTS

Community Services Department

- a) Communications Plan
- b) Social Media Policy
- c) Flexible School Boundary Letter
- d) CIP Application – KMAC Electric

Treasury Department

- e) By-law 24-2020 - Borrowing By-law Pumper Tanker Fire Truck
- f) By-law 25-2020 – Amend Fees and Charges by-law

Planning/Building & By-law Enforcement Department

- g) Clear Cutting By-law

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

Community Development Committee Minutes – April 29, 2020
Art, Culture and Heritage Committee Minutes – May 4, 2020
GDHS Graduation Celebration

9. NEW BUSINESS

10. NOTICE OF MOTION

Next Regular Public Meeting of Council
Monday June 22, 2020 at 7:00 p.m. via zoom
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

Identifiable Individual (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*);

Solicitor-client privilege (as this matter deals with advice that is subject to solicitor-client privilege, including communications necessary for that purpose they may be discussed in closed session under sections 239 (2)(f) of the *Ontario Municipal Act*);

And adopt the minutes of the Municipal Council Closed Session meeting of January 13, 2020 and March 9, 2020.

13. CONFIRMING BY-LAW

- a) By-law 26-2020

14. ADJOURN

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: June 8, 2020

MOVED BY: Brenda Noble

SECONDED BY: Johanne Wensink

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday June 8, 2020.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams
Councillor: Jacques Massie
Councillor: Brenda Noble
Councillor: Jeff Manley
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: June 8, 2020

MOVED BY: Carma Williams

SECONDED BY: Jeff Manley

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

Regular Meeting of Council – May 25, 2020

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 4

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

REGULAR MEETING OF COUNCIL

Monday May 25, 2020 at 7:00 p.m.

A Regular meeting of the Municipal Council was held on May 25, 2020 at 7:00 p.m., with Mayor Jamie MacDonald presiding.

The Regular Meeting of Council was conducted via zoom.

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

ALSO, PRESENT: CAO/Clerk - Sarah Huskinson
Director of Community Services – Anne Leduc
Director of Finance/Treasurer – Kimberley Goyette
Planning/Bldg & By-law Enforcement Manager– Jacob Rhéaume
Planner – Kasia Olszewska

1. CALL TO ORDER

2. DECLARATIONS OF PECUNIARY INTEREST

Councillor Johanne Wensink declared pecuniary interest for the item 6(d) Zoning Amendment – Z-03-2020.

3. ACCEPT THE AGENDA (Additions/Deletions)

Resolution No. 1

Moved by: Brenda Noble

Seconded by: Johanne Wensink

That the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday May 25, 2020 as amended.

Carried

Deletions to the Agenda

6(e) Garbage pickup
12 Closed Session

4. ADOPTION OF PREVIOUS MINUTES

Resolution No. 2

Moved by: Carma Williams

Seconded by: Jeff Manley

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

Regular Meeting of Council – May 11, 2020
Special Meeting of Council – May 20, 2020

Carried

5. DELEGATIONS

6. STAFF REPORTS

Clerk`s Department

a) Glengarry County Archives

Resolution No. 3

Moved by: Johanne Wensink

Seconded by: Carma Williams

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2020-10;

AND THAT the Council of the Township of North Glengarry approves the additional funding to the Glengarry County Archives renovations project of \$26,000 to be funded from the working fund reserve.

Carried

b) Front Office Renovations

Resolution No. 4

Moved by: Carma Williams

Seconded by: Johanne Wensink

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2020-11;

AND THAT the Council of the Township of North Glengarry approves the renovations at the Township Office in the amount of \$63,550 to be funded through the Social Services Relief Fund and the Working Fund Reserve.

Carried

Treasury Reports

c) Penalty Forgiveness

Resolution No. 5

Moved by: Brenda Noble

Seconded by: Jeff Manley

That the Council of the Township of North Glengarry accept report TR2020-17 – the Director of Finance/Treasurer for penalty forgiveness and accept that penalty and interest charges for taxes and water works arrears be extended for the month of June 2020.

Carried

Planning/Bldg. & By-law Enforcement Department

d) By-law Z-03-2020 – Zoning Amendment

Resolution No. 6

Moved by: Carma Williams

Seconded by: Brenda Noble

THAT the Council of the Township of North Glengarry receives Staff Report No. BP-2020-18, and

THAT Council of the Township of North Glengarry adopt Zoning By-law Z-03-2020 and that by-law Z-03-2020 be read a first, second, third time and enacted in Open Council this 25th day of May, 2020.

Carried

Public Works Department

e) Garbage Pickup

The Director of Public Work gave an update on the garbage pickup for the last few months. The Director of Public Work was seeking direction from Council if we continue or return to normal. Council agreed that June 5th will be the last day to pick up more than two bags without tags.

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

Resolution No. 7

Moved by: Jacques Massie

Seconded by: Johanne Wensink

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

Carried

9. NEW BUSINESS

10. NOTICE OF MOTION – Next Meeting of Council, Monday June 8, 2020

11. QUESTION PERIOD

12. CLOSED SESSION BUSINESS

Identifiable Individual (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*);

Solicitor-client privilege (as this matter deals with advice that is subject to solicitor-client privilege, including communications necessary for that purpose they may be discussed in closed session under sections 239 (2)(f) of the *Ontario Municipal Act*);

And adopt the minutes of the Municipal Council Closed Session meeting of January 13, 2020 and March 9, 2020. **DELETED FROM THE AGENDA**

13. CONFIRMING BY-LAW

Resolution No. 8

Moved by: Jeff Manley

Seconded by: Brenda Noble

That the Council of the Township of North Glengarry receive By-law 23-2020; and

That Council adopt by-law 23-2020 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 23-2020 be read a first, second, third time and enacted in Open Council this 25th day of May, 2020.

Carried

14. ADJOURN

Resolution No. 9

Moved by: Brenda Noble

Seconded by: Johanne Wensink

There being no further business to discuss, the meeting was adjourned at 7:35 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: June 8, 2020

MOVED BY: **Johanne Wensink**

SECONDED BY: **Carma Williams**

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2020-12; and

THAT Council adopts the Township of North Glengarry Corporate Communications Plan.

Carried

Defeated

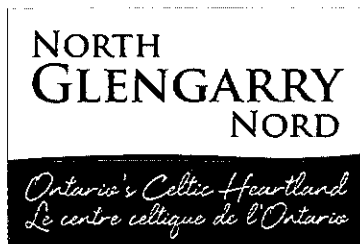
Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams
Councillor: Jacques Massie
Councillor: Brenda Noble
Councillor: Jeff Manley
Councillor: Johanne Wensink
Mayor: Jamie MacDonald

YEA	NEA
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Section 6 Item a



STAFF REPORT TO COUNCIL

Report No: CS-2020-12

June 8, 2020

From: Anne Leduc – Director of Community Services

RE: Township of North Glengarry Corporate Communications Plan

Recommended Motion:

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2020-12; and

THAT Council adopts the Township of North Glengarry Corporate Communications Plan.

Background / Analysis:

The creation of a Corporate Communications Plan was identified as a priority item under the Township of North Glengarry's Corporate Strategic Plan. The Plan will serve as a guiding document to support external and internal communications practices through the implementation of a defined Communications Management Strategy.

The Plan also addresses public engagement and planned external communications actions and metrics.

This document was presented to the Committee of the Whole on May 20, 2020.

Alternatives:

Option 1 – Recommended – That Council adopts the Township of North Glengarry Communications Plan

Or

Option 2 – Not recommended – That Council declines the adoption of this document.

Financial Implications:

None

Attachments & Relevant Legislation:

Township of North Glengarry Corporate Communications Plan

Others consulted:

Kim Goyette – Director of Finance / Treasurer

Jacob Rheaume – Director of Building, By-law & Planning/CBO

Matthew Roy – Fire Chief

Doug Sitland – Director of Public Works

Signed by Sarah Huskinson – Chief Administrative Officer / Clerk

Township of
NORTH GLENGARRY

**CORPORATE
COMMUNICATIONS PLAN**

CREATED MAY 2020

**NORTH
GLENGARRY**

Ontario's Celtic Heartland



Township of North Glengarry

90 Main Street South

Alexandria Ontario

K0C 1A0

www.northglengarry.ca

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Township of North Glengarry Corporate Communications Plan

(1.0) Overview

The purpose of the Township of North Glengarry Corporate Communications Plan is to provide a guiding document to support corporate communications practices. It will be used as a tool to help identify, develop and implement communications-related policies and procedures.

The Corporate Communications Plan will ensure that the Township of North Glengarry's communications practices are consistent, transparent and effective. Our residents, staff, volunteers, businesses and visitors all have very different communications needs. This document will serve as a guide to ensure that their respective needs are met.

This communication plan was identified as part of the Township's Corporate Strategic Plan as being a key component to ensure that information is more accessible. As a municipality, staff will best accomplish this by outlining a clear vision, goals, strategic objectives and actions to guide and enhance our future communications. This document will also account for the transformative nature of communications tools at staff's disposal, so that tactics can be adapted and adjusted as needed.

This plan applies to several forms of communications with the public, as well as internal communications within the Municipality.

(2.0) Definitions

External Communication: the transmission of information between an organization and another person or entity in the Municipality's external environment.

Internal Communication: the transmission of information between organizational members or parts of the organization. It takes place across all levels and units of a Municipality.

Media: includes traditional news media (print, radio and television), online (websites) and social media (blogs, Facebook, Twitter, YouTube, LinkedIn and other sites where content is generated by users).

Social Media: online communication channels in which the objective is to publicly share information and create interaction between two parties (e.g., the corporation and a resident, or a councillor and a resident). These channels can include Twitter, Facebook, YouTube, LinkedIn, as well as blogs, mobile applications, websites, photo boards, discussion boards or any other online location where commentary is publicly shared.

Stakeholder: an individual, organization or group that has interest in an issue, or has the ability to affect a decision or outcome. Organizations include, but are not limited to, non-governmental organizations, government, institutions and businesses.

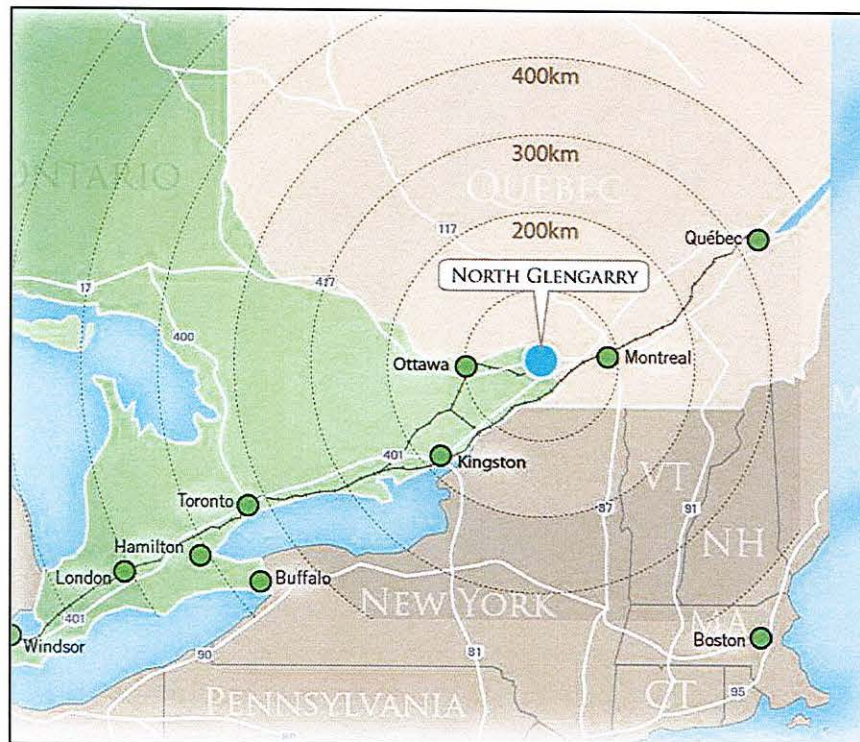
(3.0) Background

The Township of North Glengarry is located in eastern Ontario, roughly half way between Ottawa and Montreal, just south of the Highway 417 that links those two major urban centres.

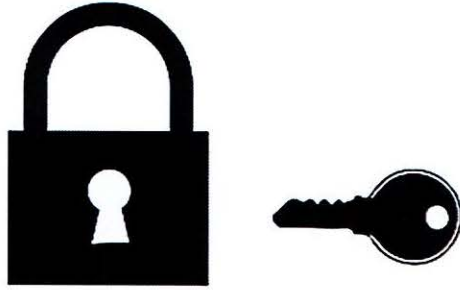
North Glengarry is one of the six townships in the United Counties of Stormont, Dundas and Glengarry, located just north of the City of Cornwall. The Township of North Glengarry traces its rich historical roots to the second half of the 18th Century. The area was first settled by Scottish Highlanders who emigrated from Scotland and later Loyalists who fled the American Revolution. French-Canadian farmers entered the mix and both Canada’s founding cultures are seen and heard all over the township.

With its unique and vibrant community, the Township of North Glengarry possesses an enviable quality of life, which is reflected in its rural and small-town character. The Township is committed to preserving its agricultural and natural resources, its historical and cultural heritage, and its quality municipal services. The Council of the Township of North Glengarry is united in their desire to do what is right for the Township by building a foundation for a great future; and working with committed staff who are dedicated to making a difference.

The Township faces several challenges, but also has many exciting opportunities. We need to ensure the Township remains viable and sustainable in the future. This requires continued investment in our municipal assets and infrastructure, to ensure that we continue to offer exemplary services to the residents of North Glengarry. It also means that we need to work hard to ensure that our lines of communication are open and accessible to all.

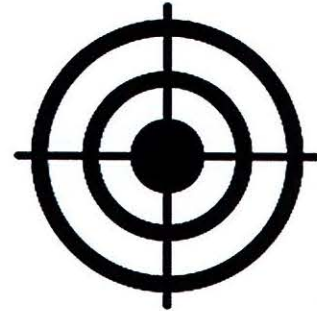


Communications Principles



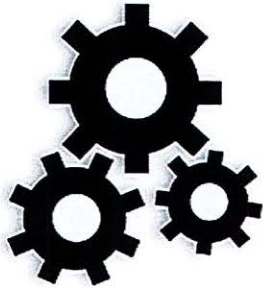
Accessible

Information will be easy to find and understand; and it will be readily available.



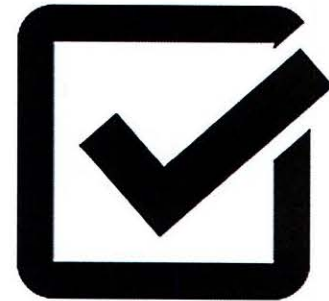
Accurate

Communications will always be based on facts. No matter what.



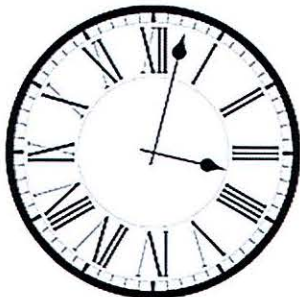
Consistent

Messaging stays on point, time and again, across all platforms and departments.



Relevant

Information that has direct impact to residents and stakeholders.



Timely

Quick responses without compromising facts.



Understandable

Plain language in all areas of the communication process.

(4.0) Communications Plans

(4.1) Categories of Communications Plans

Communications Plans will vary depending on the circumstances. They typically fall into three categories:

- A planned event, activity or service change/interruption.
- A response to an emergent situation requiring immediate action.
- An emergency. In a situation where a “State of Emergency” is declared, or may be imminently declared, this document is superseded by the Township of North Glengarry’s Emergency Response Plan.

(4.2) Emergency Response Plan

In the event of an Emergency, the Communications Plan is superseded by the North Glengarry Emergency Response Plan. A copy of this plan is available online at <https://www.northglengarry.ca/en/community-info/resources/2020-Emergency-Plan-North-Glengarry.pdf>

(5.0) Communications Management Process

A key challenge of communication management is to address communications matters efficiently and to resolve problems quickly. This communication management process provides a structure for analyzing the issue and taking action to ensure a successful outcome.

It is also important to implement strategies that enable the improvement of the Township’s communications process to ensure that a robust system is in place in the event that the issue, or a similar issue, occurs again.

An additional benefit of a Communications Management Strategy is that it will assist staff in identifying issues that might be part of a risk pattern which can be proactively identified and managed through early risk assessment.



(5.1) Communications Management Strategy (CMS)

Front Line Staff

- Monitors and receives information of public and media interest and forwards it to the appropriate department. Basic information requests will be handled by each department and items of importance will be reported to Council in the monthly departmental work plans.
- More complex matters will be immediately reported to the Chief Administrative Officer (CAO). If immediate action is required, the CAO establishes a Communications Management Team (CMT).

Senior Management Team (SMT)

- The SMT meets regularly and strategically reviews upcoming projects and issues. The SMT establishes a CMT for each project / issue identified

The CAO notifies Council and Staff of the issue within 24 hours and asks them to refer questions from the public and media back to the CAO or to a designate of their choosing. This could include the Communications Officer or one or more of the members of Senior Management.

CMT defines the issue and analyses:

- The lifecycle from both an internal and external perspective
- Predicts areas of public and media interest;
- Considers risk exposure; and
- Opportunities and core strengths to leverage.

CMT defines:

- Those who have an interest in the issue's outcome;
- The desired outcome of managing the issue (operational objectives / reputation);
- Specific communications actions (methods of dissemination of information);
- Considers whether public participation will be required.

CMT creates a Communications Plan showing actions, responsible party(ies) and timelines.

CAO approves the Communications Plan for non-recurrent communications



CAO sends Council the Communications Plan for feedback

CAO approves the Communications Plan for recurrent communications

OR



CAO sends Council the Communications Plan for information

CAO issues (or authorizes the issue of) information through identified dissemination methods



Spokesperson makes key position statements structured as follows:

- Empathy for the situation;
- What the municipality has done;
- What the municipality will do;
- Expected timeline (if applicable).

CMT monitors the situation and makes appropriate adjustments or changes if required. The process may be repeated if necessary, depending on outcome.

(6.0) External Communications

(6.1) Guiding Principles of External Communications

- Provides information in a clear, accessible and responsive manner.
- Provides information in multiple formats to respond to diverse needs.
- Ensures all departments work collaboratively to achieve effective communications with the public about policies, programs, services and initiatives.
- Supports opportunities to engage with the public and strive to achieve a culture of open communications.
- Respects the access to information and privacy rights of residents and employees.

(6.2) External Communications Methods

Communication Method	Details	Responsibility
Access E-11 Complaint Reporting Tool	<p>Access-E11 is a work management system used internally by the Public Works Department to track complaints and work that is being done, or needs to be done. The system is currently being used as a call-in system. Residents call the Public Works Administrator who enters their complaint into the system. The managers, foremen and administrator can also enter cases if necessary. The Public Works Administrative Assistant looks after the system, but the users have access to the data (past and present) and can monitor their own cases.</p> <p>There are additional tools available within the system that would allow a resident to log information directly in Access E11 which may be deployed in the future.</p> <p>Paper complaint forms are also available at the Township Office.</p>	Public Works Assistant
Brochures	<p>Brochures are used by various departments to help simplify complex data and/or to promote services.</p> <p>Brochures are printed out and placed on the bulletin board at the Township Office and at appropriate satellite locations. Pdf versions are also available online.</p>	<p>Each Department</p> <p>Design assistance provided by Communications Officer</p>
Community Events Calendar, "What's New in North Glengarry"	<p>"What's New in North Glengarry" is a half-page advertisement listing North Glengarry Community Events (for community groups and not-for-profits only). This ad typically appears in the Glengarry News on the first Wednesday of each month and is also posted on the North Glengarry Facebook Page. The listing is also printed out and placed on the bulletin board at the Township Office.</p>	Public inputs information but entry is approved by Communications Officer
Emails	<p>Emails are sent as required in response to information requests, complaints, etc.</p>	All

Letters	Letters are issued as needed by various departments to address issues. Letters may also be sent by Council to communicate with upper tiers of government. Letters may be sent directly to individuals or as mass mailings.	Each Department
Municipal Newsletter / Tax Insert Information document	The Community Newsletter is mailed annually with the final tax bills. Newsletters have also been used to provide updates on special municipal projects (For example: construction newsletters regarding capital projects). Newsletters are printed out and placed on the bulletin board at the Township Office and at appropriate satellite locations. Newsletters are posted to the Township’s website and is also posted on the North Glengarry Facebook Page.	Each Department Design assistance provided by Communications Officer
Municipal website www.northglengarry.ca	The main source for information on municipal departments, services and programs. Includes pages for fire department burn permits, recycling, building permits, tax information, council reports and more.	Department Assistants
Newspaper	Advertisements placed in local newspaper to announce , open houses, public notices, employment opportunities, etc. Newspaper reporters commonly attend Council meetings and other Municipal events and report to the public.	Each Department
Phone Call-Out Tool “Call-em-all”	The subscription-based program called “call-em-all” is used for major advisories by the Public Works Department and is available for use in an emergency situation. It is primarily used to relay information such as a boil water advisory, or major construction event.	Public Works Assistant
Press releases & Public Notices	Brief articles/announcements are released for various media to utilize and are shared with local newspapers and credible new agencies. Press releases and public notices are also posted to the Municipal website and social media accounts.	Each Department Assistance provided by Communications Officer
Hand-held Radio Communications	Used internally by the Fire Department and by the Public Works Department to communicate internally with staff and externally to other Emergency Services providers, including dispatch. The Fire Department Radio Communication technology is “Digital DMR Tier 2 Simulcast System.	Fire Department and Public Works
Social Media	<p>The Township of North Glengarry has a Corporate Facebook page and YouTube channel. Social Media is used to get information out to a wide population quickly. The North Glengarry Fire Department has a dedicated Facebook Page and a Twitter Account.</p> <p>Questions and inquiries posted by residents to these forums are responded to in the same manner as any other communication. It is a particularly important tool for Emergency Management scenarios.</p> <p>North Glengarry’s YouTube channel was launched in late 2019 and is used largely as a venue to store videos created for Facebook and other platforms. Staff is exploring additional opportunities to take further advantage of the YouTube channel.</p> <p>Information posted to the Township’s social media page has to be appropriate and pertinent to Township business.</p>	Township Social Media – Communications Officer Fire Department Social Media – Fire Admin Assistant

(7.0) Internal Communications

Internal Communications is an essential component to maintaining engagement and keeping employees at all levels informed and focused on municipal priorities and matters of importance.

(7.1) Guiding Principles of Internal Communications

- To ensure consistency in communication
- To provide a forum to strategize and plan communications (internal and external)
- To provide channels for feedback and ideas
- To encourage cross-departmental communication and collaboration
- To avoid communication overload
- To maintain transparency

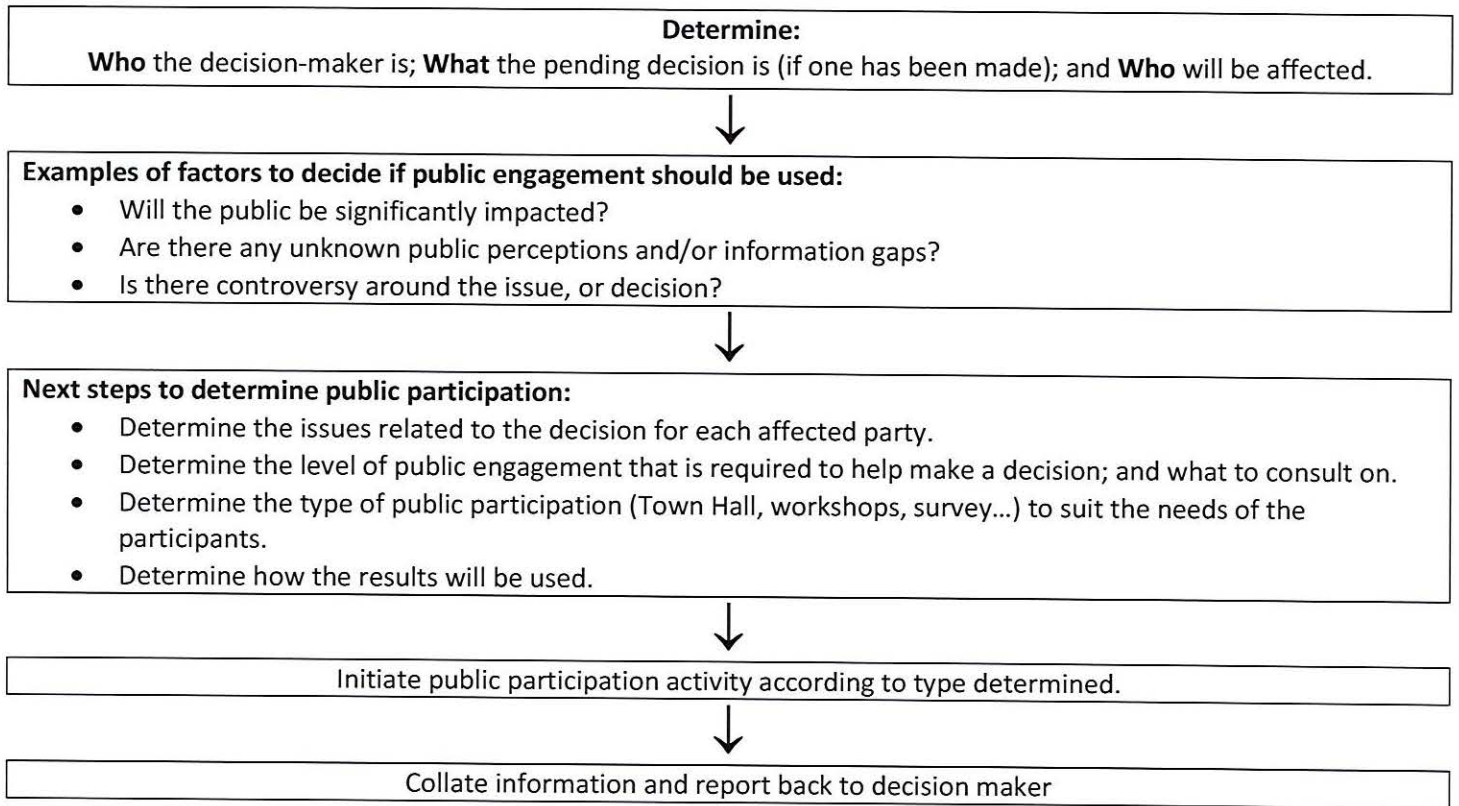
(7.2) Internal Communications Methods

Communication Method	Details	Responsibility
Emails	Internal emails are critical for effective information sharing.	All
Staff E-News	Inform staff about important initiatives and issues in a timely manner (print copies for staff members who work in the field and don't have access to a computer and/or place on notice boards).	CAO / Administrative Assistant
Information Boards	Health and Safety Board, Community Board, etc.	All
Meetings	<p><u>Council Meetings</u></p> <ul style="list-style-type: none"> • Staff reports are prepared for Council Meetings. Reports are remitted to the CAO for the Council Agenda. Staff responds to questions from Council during Council Meeting. These meetings are scheduled as per the Procedural By-law. <p><u>Committee Meetings</u></p> <ul style="list-style-type: none"> • Committee Reports are remitted to the Chair of the Committee for the respective Committee Agenda. Staff responds to questions from the Committee Members. Minutes are prepared and submitted for the Council Agenda. These meetings are scheduled as per the Procedural By-law. <p><u>Township Staff Meetings</u></p> <ul style="list-style-type: none"> • Township Staff Meetings are organized by the CAO and are used to discuss Council decisions, new initiatives / projects, health and safety updates, etc. These meetings are held as needed. <p><u>Senior Management Meetings</u></p> <ul style="list-style-type: none"> • The CAO provides information on meeting organizational goals/Council directives and Senior Managers have an opportunity to share information on department activities. These meetings are held as needed. 	<p>Clerk</p> <p>Committee Chairs</p> <p>CAO</p> <p>CAO / Senior Management</p>

- Public participation is based on the belief that those who are affected by a decision have a right to be involved in the decision-making process.
- Public participation seeks out and facilitates the involvement of those potentially affected by, or interested in, a decision by being inclusive in nature and provides the information that is necessary to participate in a meaningful way.
- Public participation is designed to respect the opinions of all those who are involved.
- Public participation includes the promise that the public's contribution will be considered in the decision.
- Public participation communicates to participants how their input has affected the decision.

(8.2) Public Engagement Process

Public engagement should be used, like all communications tools, based on criteria that makes it the most effective means of transmitting a message and resolving an issue. Once it is decided that public participation should take place, staff will need to determine how to do so in a way that considers the needs of Council, residents and other interested parties.



(9.0) Planned Communications Actions and Metrics

Action	Responsibility	Metric
Council Communications <ul style="list-style-type: none"> • Weekly regular updates from Department heads through the CAO to Council 	CAO with input from Senior Management	<ul style="list-style-type: none"> • Continuous • Monitor response from Council
Internal calendar <ul style="list-style-type: none"> • Populated by the various department heads, highlighting annual events and activities, such as: <ul style="list-style-type: none"> ○ Water main flushing ○ Recycling/Garbage changes ○ Household Hazardous Waste Day ○ Leaf & Yard Waste Collection ○ Family Day ○ Tax Insert ○ Winter Parking Restrictions ○ Council meetings, Committee meetings and changes to scheduled dates ○ All others as identified by staff. 	Initial set-up: All Departments Afterwards: Department Assistants	Successful implementation by Summer 2020
Intranet site <ul style="list-style-type: none"> • Resource for Council and staff Accessible through website portal 	CAO / Communications Officer	<ul style="list-style-type: none"> • Implementation of intranet software by Fall 2020
Regular video updates <ul style="list-style-type: none"> • Featuring the Mayor or a member of staff, possibly on a bi-weekly or monthly basis. <ul style="list-style-type: none"> ○ Video updates should be created and produced with the assistance of the Communications Officer and approved by the CAO. • Updates would be posted to social media and should be 30 seconds to 2 minutes in length. 	Communications Officer	<ul style="list-style-type: none"> • Number of Council Videos • Number of views on social media
Streaming of Council Meetings & other Public Meetings. <ul style="list-style-type: none"> • Use of eSCRIBE to stream Council Meetings and other public meetings. 	Clerk	<ul style="list-style-type: none"> • Implementation of eSCRIBE software by Fall 2020
Website <ul style="list-style-type: none"> • Promote site as an information resource • 2020 - Update website to streamline information • 2021 – New website design costs as part of Capital Budget 	Communications Officer	<ul style="list-style-type: none"> • Continuous • Monitor analytics and use Facebook to promote number of hits on site

(10.0) Appendix A – Examples and Excerpts

(10.1) Example of a Communications Plan related to a planned event, activity or service change / interruption

Scenario: The Public Works Department is preparing for the annual flushing of the municipal hydrants.

As an annual event, this activity should be indicated in the shared municipal calendar of events, so that affected staff, including the Public Works Administrative Assistant, and Communications Officer, can prepare prior to the event occurring. In the case of annual events, this process should begin a minimum of 60 days before the commencement of the event or activity.

A **press release** is created or updated relating to the annual flushing of the hydrants.

- Wherever possible, all press releases should be translated into French.
- They should be posted on the website and sent to media one week before the event.

A **poster** detailing the imminent start of the flushing is created and shared on Facebook a few days prior to the commencement of flushing

- A reminder may be posted to Facebook the day flushing starts. This could include a photo/video of the work being conducted; or a re-share of the original poster.

A small **newspaper ad** will appear in a local newspaper (typically in The Glengarry News) the week that the flushing is scheduled to take place.

- This ad may be identical to the poster created for social media, or it may be a variation sized to fit traditional print media.


What happens if the start of the annual flushing is delayed due to weather or circumstances?

The delay may only be posted to social media, unless the event is being rescheduled to take place at a significantly later date, in which case additional follow-up ads might be utilized.

(10.2) Examples of ads created to promote planned activities

I. Ads created for social media and/or to be shared with media




North Glengarry Water Works Department to begin Flushing & Maintenance Program on April 20





NORTH GLENGARRY NORD
*Ontario's Celtic Heartland
Le centre celtique de l'Ontario*

The Township will be flushing and cleaning the municipal water lines in Alexandria and Glen Robertson starting on April 20, 2020. Flushing will take 4 to 6 weeks to complete.

How Will Residents be Impacted?

-  Your water may become cloudy or discoloured.
-  Your water supply may be interrupted for short periods of time.
-  You may experience lower than normal water pressure.



Concerned about your water? Contact our Public Works Department
pwadmin@northglengarry.ca
T. 613.525.3087

www.northglengarry.ca

This same ad would be duplicated in French and would be used online and for newspaper ads.

Important Water Announcement

On Monday, December 23, 2019 from 8 am to 8 pm, Alexandria Residents are asked to conserve water.



On Monday, December 23, 2019 the Township of North Glengarry will be temporarily shutting down the Alexandria Water Treatment Plant so that upgrades can be made to the equipment and infrastructure. This is part of an ongoing project to overhaul this facility. Work on this particular component of the project began on December 19, but was hindered by extremely cold weather. We apologize for any inconvenience this may cause.

Water will still be available to residents during this time, but we do ask that residents make a concerted effort to conserve water during this period. Normal water operations will resume following completion of this work, which is expected to be done by 8 pm.

Have questions? Contact Public Works at T.613-525-3087

Canton de
GLENGARRY NORD

90 rue Main S., P.O. Box 700
Alexandria, Ontario, K0C 1A0
T: 613-525-1110
F: 613-525-1649
www.northglengarry.ca

Fermeture de chemin : Rue Alexandria Main Sud (Rue de Comté 34), le mardi 11 juin 2019 à 7 h du matin jusqu'à le vendredi 14 juin 2019

Veuillez noter que commencement le mardi 11 juin 2019 à 7 :00 h du matin jusqu'à le vendredi 14 juin 2019 (ou jusqu'à la fin de travaux), une section de rue Alexandria main sud entre chemin Gernish et chemin Centre sera fermé pour l'installations d'une canalisation d'eau. Rue main sud sera circulation locale uniquement entre chemin Kenyon et chemin Centre.

Un détour sera en place, s'il vous plaît, s'attendre à des délais pendant ce temps.

Le Canton de Glengarry nord vous remercie de votre compréhension. Si vous avez des soucis où des questions, s'il vous plaît composez le 613-525-3087.



II. Ad used to promote Emergency Preparedness Week (annual event, not a declared emergency)

These ads are created for the Fire Dept. and approved by the Fire Chief and CAO.



Emergencies can happen anytime.

Are you Ready?

Emergency Preparedness Week
May 3-9, 2020
www.getprepared.gc.ca

Know the risks – Although the consequences of disasters can be similar, knowing the risks specific to our community and our region can help you better prepare.

Make a plan – It will help you and your family know what to do.

Get an emergency kit – During an emergency, we will all need some basic supplies. We may need to get by without power or tap water. Be prepared to be self-sufficient for at least 72 hours in an emergency.

North Glengarry Fire Department
fireadmin@northglengarry.ca / www.northglengarry.ca



III. Public Notice to be circulated in the newspaper

**NORTH
GLENGARRY
NORD**

*Ontario's Celtic Heartland
Le centre celte de l'Ontario*

Township of North Glengarry WINTER PARKING RESTRICTIONS

Notice is hereby given that no vehicle will be permitted to park on highways or part of a highway in the following areas of the Township, between the hours of 1 a.m. and 7 a.m. commencing November 15, 2017 and ending April 15, 2018.

**TOWN of ALEXANDRIA
VILLAGES of APPLE HILL, GLEN ROBERTSON and MAXVILLE
HAMLETS of DALKEITH, DUNVEGAN and GREENFIELD**

Any person contravening the provisions of the bylaw may be subject to fines of not more than \$60.00 and any vehicle parked during the prohibited time period may be towed at the owner's expense without notice. If a person has received a parking infraction notice, alleging that the parking provision of the bylaw has been contravened, that person may, within 15 days, present the parking infraction notice at the Township of North Glengarry municipal office located at 90 Main Street South, Alexandria between the hours of 8 a.m. to 4 p.m., and make payment of \$40.00 in which case the parking infraction will be deemed to be paid in full.

By order of Council
Bylaw Enforcement Department

**NORTH
GLENGARRY
NORD**

*Ontario's Celtic Heartland
Le centre celte de l'Ontario*

Canton de Glengarry Nord RESTRICTIONS RELATIVES AU STATIONNEMENT D'HIVER

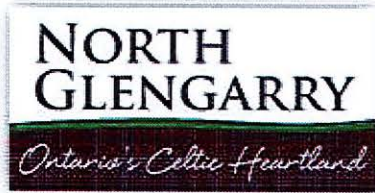
Avis est donné qu'il est interdit de stationner tout véhicule sur les voies publiques ou une partie de celles-ci entre 1 h et 7 h pour la période du 15 novembre 2017 au 15 avril 2018, aux endroits suivants :

**VILLE D'ALEXANDRIA
VILLAGES de APPLE HILL, GLEN ROBERTSON et MAXVILLE
HAMEAUX de DALKEITH, DUNVEGAN et GREENFIELD**

N'importe quelle personne qui va à l'encontre du règlement municipal pourrait recevoir une amende maximale de 60.00\$ et les véhicules stationnés durant ces heures pourront être remorqués aux frais du propriétaire sans aucun avis. La personne qui reçoit une contravention pour stationnement illégal peut dans les 15 jours suivants présenter le constat d'infraction au bureau municipal du canton de Glengarry nord située au 90 rue main sud, Alexandria et faire un paiement de 40.00 \$ qui fera en sorte que le billet est payé au complet.

Par ordre du conseil municipal
Département des règlements municipaux

IV. Excerpt of a press release detailing the commencement of the annual flushing of the municipal hydrants



For immediate release

North Glengarry Water Works Department:
Water mains and why we need to flush them?



ALEXANDRIA, April 20, 2020 – Delivering high quality drinking water to our residents remains a priority for the Township of North Glengarry. This means that we need to carry out a variety of maintenance jobs designed to keep our water works system in top shape. Regular maintenance also helps us to identify any problems that might need to be resolved during our summer construction projects.

One of these jobs is to periodically flush some of our water mains, particularly if we believe that natural sediments may have built up inside of the pipes.

On April 20, the Water Works Department is going to commence a comprehensive flush of the water mains located in Alexandria and in Glen Robertson. Crews will begin by flushing the water near the Alexandria Water Treatment Plant, which is located at 22 Gernish Street, in Alexandria. A similar process was completed in Maxville earlier this year, when that system became operational.

"We always start from where the water is cleanest and we push the water outwards. We are flushing out the system. Our team will be working in a very systematic order to get this done as quickly as possible," said Dean McDonald, Water Works Manager for the Township of North Glengarry.

Flushing of the water system is expected to take between four and six weeks to complete. A crew of two water specialists will be tasked with performing maintenance on more than 140 hydrants and close to 500 water valves.

During this process, residents can expect to see water running down affected streets. There may also be periodic dips in water pressure. In some cases, affected homeowners may find that their tap water is cloudy, or yellow in colour.

If your water clarity is affected, you are advised to turn on all of the taps in your residence and to allow your water to run for five to ten minutes. This will help to remove the sediment from your pipes. If after 20 minutes, you do not see an improvement in your water clarity, please notify the Water Works Department of the Township of North Glengarry.

(10.3) Example of a response to an emergent situation requiring immediate action

Scenario: A water main unexpectedly ruptures. Water must be cut off to affected residents.

Public Works Director or designate notifies CAO, who then notifies Council.

Public Works Director or designate notifies the Communications Officer for assistance communicating this emergency to the public.

With input provided by the Public Works Director, or designate, the Communications Officer or designate :

- Prepares a short briefing to appear on Facebook. This is first vetted by the Public Works contact for accuracy. CAO approval may be required, if the situation has been deemed sensitive in nature.
- Where warranted, the Communications Officer may then go to the site of the incident to take photos. In some cases, photos will be provided by Public Works crews, or others, on scene.
- Where warranted, the Communications Officer may produce a video interview of a public works staff member or director, as identified and approved by the affected director and/or CAO.
- In some scenarios, videos are posted for educational purposes. Such as to showcase a particular technique being used, or a tool being utilized.
- Information is posted to social media and, depending on the severity, may be posted to the Township's Alert Banner on its website.
- Time permitting, a poster might be created and posted to social media. Otherwise it might be posted just as a text update, with a supplied, or stock photo.
- An English version will be posted immediately, to ensure residents are protected and aware of the situation. A translated version, when available, will be posted a short while later, but will not prevent the posting of the English version. The situation may change and require multiple, short updates. The Public Works contact or CAO may approve multiple messaging to appear throughout the situation, to ensure expediency, while also being careful to maintain accuracy.

After the situation has been resolved, an advisory will be issued on Facebook and, depending on the event, a press release might be created and sent out to the media. It will also be posted to the municipal website.

(10.4) Examples of social media posts advising of unexpected emergency situations, that would not require a declaration of a State of Emergency

I. Gas Leak



Friday, October 4, 2019 (1:27 pm update) – At approximately 10 am today a gas leak was reported in Alexandria's downtown core. Emergency services and Enbridge Gas responded to the incident.


An area between Kenyon Street and Gernish Street was closed to traffic and people were asked to avoid the area.


The situation is under control and the leak has been fixed.

We have reopened Main Street to traffic and apologize for any inconvenience. Anyone displaced by this emergency can now return to the area.




II. Water Break




 **North Glengarry**







Posted by Tara Kirkpatrick
May 3, 2019 · 

Water break update: effective at around 10 pm tonight, our crews managed to repair the main intake for the Alexandria Water Plant. The line was damaged yesterday, launching the municipalities Emergency Protocols and Procedures.

The system is now fully operational and the repairs have been completed. We thank everyone for their patience and we applaud the work of our employees for getting the system up and running again so quickly.



 Write a comment...  

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 8, 2020

MOVED BY: Carma Williams

SECONDED BY: Johanne Wensink

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2020-13; and

THAT Council adopts the Township of North Glengarry Social Media Policy.

Carried

Defeated

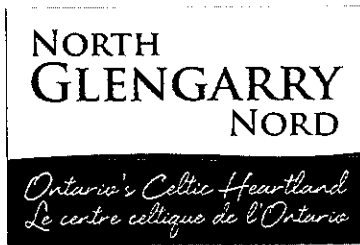
Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams
Councillor: Jacques Massie
Councillor: Brenda Noble
Councillor: Jeff Manley
Councillor: Johanne Wensink
Mayor: Jamie MacDonald

YEA	NEA
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Section 6 Item b



STAFF REPORT TO COUNCIL

Report No: CS-2020-13

June 8, 2020

From: Anne Leduc – Director of Community Services

RE: Township of North Glengarry Social Media Policy

Recommended Motion:

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2020-13; and

THAT Council adopts the Township of North Glengarry Social Media Policy.

Background / Analysis:

The Township of North Glengarry recognizes the popularity of Social Media sites and/or networks as powerful tools to share information and communicate with residents and stakeholders quickly and effectively.

The Social Media Policy provides guidelines and standards to ensure the Township is represented accurately, professionally, and in a transparent manner at all times when using Social Media. This policy also allows the Township to be at the forefront of new and emerging Social Media channels, sites and/or networks, with the ongoing goal of finding new ways to engage residents as new technologies emerge.

Alternatives:

Option 1 – Recommended – That Council adopts the Township of North Glengarry Social Media Policy

Or

Option 2 – Not recommended – That Council declines the adoption of this document.

Financial Implications:

None

Attachments & Relevant Legislation:

Township of North Glengarry Social Media Policy

Others consulted:

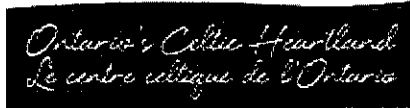
Kim Goyette – Director of Finance / Treasurer

Jacob Rheaume – Director of Building, By-law & Planning/CBO

Matthew Roy – Fire Chief

Doug Sitland – Director of Public Works

Signed by Sarah Huskinson – Chief Administrative Officer / Clerk



BACKGROUND

The Township of North Glengarry is committed to ensure accountability, accuracy, accessibility, timeliness and transparency in its communications with the general public. The Township is committed to distributing information in a range of formats to reach a variety of stakeholders.

1. DEFINITIONS

- 1.1. Media: traditional news media (print, radio and television), online sites (websites) and social media sites (blogs, Facebook, Twitter, YouTube, LinkedIn and other sites where content is generated by users).
- 1.2. Social Media: online communication channels in which the objective is to publicly share information and create interaction between two parties (e.g., the corporation and a citizen, or a councillor and a constituent). These channels can include Twitter, Facebook, YouTube, LinkedIn, as well as blogs, mobile applications, websites, photo boards, discussion boards or any other online location where commentary is publicly shared.

2. PURPOSE

The purpose of the Township of North Glengarry's Social Media Policy is to provide a guiding document to support corporate social media communications practices. This Policy is used in combination with the Township of North Glengarry's Corporate Communications Plan.

- 2.1. This policy governs the use of corporate social media sites to further the business purposes of the Township of North Glengarry, while protecting and promoting the image of the Township.
- 2.2. The primary goals of the Township's use of social media are to:
 - (a) Provide an additional method through which the Township can quickly disseminate information and receive feedback regarding the municipality; including during emergency situations.
 - (b) Develop trust and open lines of communication with the members of the community.
 - (c) Collaborate with the public and other municipalities on mutually beneficial programs and initiatives.
 - (d) Increase awareness of municipal services and community events.
 - (e) Utilize social media analytic tools to help monitor, track and evaluate the Township's communications and marketing efforts.

3. POLICY

- 3.1. The Township of North Glengarry is committed to open and transparent communication. The Township communicates with its constituents using a variety of media platforms, including social media.
- 3.2. The Township will authorize specific individuals to utilize social media in an official capacity to ensure that communications through social media channels are accurate, consistent and professional.
- 3.3. Employees found in violation of this policy may be subject to disciplinary action, up to and including termination of employment.

4. SCOPE

- 4.1. This policy shall apply to all Township employees and others who are authorized to post information on corporate social media sites in an official capacity, on behalf of the Township. It does not apply to personal use of social media conducted on personal equipment.
- 4.2. Township employees who utilize social media sites for personal use, whether the sites are official Township sites, or otherwise, must comply with the Township Code of Conduct and all other relevant policies, procedures and guidelines. Employees are responsible to ensure that they are aware of all Township policies, procedures and guidelines that may impact their posts.
- 4.3. Communication through social media and the use of associated technology must comply with all other relevant corporate policies, procedures and guidelines, as well as provincial and federal legislation.

5. RESPONSIBILITY

5.1. Chief Administrative Officer (CAO)

- (a) Directs compliance with the Social Media Policy and directs an annual review of the policy.
- (b) Designates the Social Media Administrator and/or employees to utilize social media in an official capacity, as required.

5.2. Social Media Administrator

- (c) Monitors the policy, provides training and ongoing guidance to Township departments, and suggests revisions for the Chief Administrative Officer's consideration.
- (d) Reviews the Social Media Policy annually from the date it becomes effective, or sooner, at the direction of the Chief Administrative Officer.
- (e) Oversees social media sites and tools for official corporate use.
- (f) Ensures consistent messaging and imaging for all corporate social media sites.
- (g) Reviews requests for new social media sites and forwards recommendations to the Chief Administrative Officer.

- (h) Generates, monitors, updates, edits, responds to and/or removes content within corporate social media sites to ensure accuracy and adherence to this policy. As directed by the Chief Administrative Officer, bans social media commentators, or “hides” inappropriate or offensive commentary on Township social media sites.
- (i) Provides access to official users as designated by the Chief Administrative Officer.
- (j) Oversees all Township social media accounts, including their creation and destruction at the Chief Administrative Officer’s discretion.
- (k) Maintains a list of domain names and social media accounts, including login, password information and approved administrators.
- (l) Ensures corporate social media sites comply with applicable Township policies.
- (m) Makes recommendations to the Chief Administrative Officer for methods to improve the Township’s Social Media Program and for the addition of official users who will have authority to access or implement social media tools for official corporate use.
- (n) Ensures employees and others working on behalf of the Township are informed of, and abide by, the Social Media Policy and any other applicable policies.

5.3. Employees and Authorized Users

Ensure that their use of social media is in accordance with this policy and other related policies, procedures, guidelines and legislation.

6. RULES, REGULATIONS AND BEST PRACTICES

- 6.1. The Township’s website, www.northglengarry.ca, will remain the Township’s online source of information. Social media will be used to complement the website’s information and broaden the reach of corporate messages through multiple channels. Whenever possible, all social media sites should link users back to www.northglengarry.ca for further information.
- 6.2. Social networking accounts will clearly indicate that they are maintained by the Township and will contain appropriate contact information.
- 6.3. All branding on Township social media profiles should include the Township of North Glengarry logo and branding.
- 6.4. Authorized employees will always post to official Township of North Glengarry social media sites as Township of North Glengarry employees and, where relevant, disclose their role at the Township of North Glengarry.
- 6.5. Authorized users shall only post within their area of subject matter expertise or they will consult with another member of the municipality who has the required expertise. Best practices suggest that you stay within your legal framework of subject expertise and be aware that libel, defamation, copyright and data protection laws apply. Authorized users will not

disclose information, make comments, or engage in activity on behalf of the Township until authorized to do so.

- 6.6. If residents make references to the Mayor or Council, or ask questions directed at these office holders, authorized users will acknowledge the comment and forward the message to the appropriate contact.
- 6.7. No confidential information will be posted to any social media platform – under any circumstances.
- 6.8. The Township reserves the right to restrict, or remove content that is deemed in violation of this policy, or any applicable law. Content, comments, tags, or links containing any of the following will not be allowed on Township social media sites and may be removed by the Social Media Administrator, or the Chief Administrative Officer, including but not limited to:
 - (a) Comments not topically related to the particular site or article being commented on.
 - (b) Profane language, or content.
 - (c) Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, colour, age, religion, gender, marital status, national origin, physical or mental disability, or sexual orientation.
 - (d) Sexual content, or links to sexual content.
 - (e) Conduct, or encouragement of illegal activity.
 - (f) Content related to non-Township related sales, advertising or promotions.
 - (g) Comments determined by the Township to be specific attacks on groups or individuals, or to be inherently political in nature or cause.
 - (h) Information that may tend to compromise the safety or security of the public, or public systems.
 - (i) Content that reveals personal, or private information, about any particular person; or which is otherwise protected under the *Municipal Freedom of Information and Protection of Privacy Act*, or any other applicable legislation.
 - (j) Content that violates a legal ownership interest of any other party.
 - (k) Content that violates any Township policy.
 - (l) Content that is deemed inappropriate by, and at the discretion of, the Social Media Administrator, or the Chief Administrative Officer.

7. RECORDS

- 7.1. All records or other personal information collected through social media are protected under the *Municipal Act* and the *Freedom of Information and Protection of Privacy Act*.
- 7.2. All Township of North Glengarry social media sites shall adhere to applicable provincial, federal and local laws, regulations, policies and by-laws, including all Information Technology and Records Management policies and other applicable Township policies.

8. REFERENCES

- 8.1. Township of North Glengarry Corporate Communications Plan
- 8.2. Township of North Glengarry Code of Conduct
- 8.3. Township of North Glengarry Information Technology Policy
- 8.4. Township of North Glengarry Records By-Law
- 8.5. Ontario Municipal Act
- 8.6. Municipal Freedom of Information and Protection of Privacy Act
- 8.7. Ontario Human Rights Code
- 8.8. Accessibility for Ontarians with Disabilities Act

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 8, 2020

MOVED BY: Brenda Noble

SECONDED BY: Jeff Manley

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2020-14; and

THAT Council supports the sending of a letter to residents located in the flexible boundary area informing them that transportation is available to students in grades 7 to 12 to attend either Glengarry District High School or Tagwi Secondary School.

Carried

Defeated

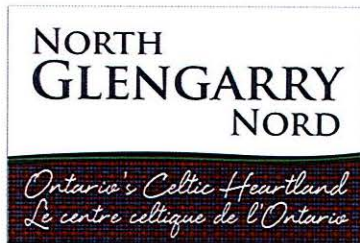
Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams
Councillor: Jacques Massie
Councillor: Brenda Noble
Councillor: Jeff Manley
Councillor: Johanne Wensink
Mayor: Jamie MacDonald

YEA	NEA
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Section 6 Item c



STAFF REPORT TO COUNCIL

Report No: CS-2020-14

June 8, 2020

From: Anne Leduc – Director of Community Services

RE: Letter to residents located in the Upper Canada District School Board flexible boundary area

Recommended Motion:

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2020-14; and

THAT Council supports the sending of a letter to residents located in the flexible boundary area informing them that transportation is available to students in grades 7 to 12 to attend either Glengarry District High School or Tagwi Secondary School.

Background / Analysis:

From 2016 onwards, the Township of North Glengarry, in partnership with the North Glengarry Support our Students group, has worked to suggest ways that the province and local school boards can better support students and schools in rural areas, by developing a rural education strategy and improving the PAR and CPPG processes.

The North Glengarry Support our Students is a working group under the Community Development Committee, which is a committee of Council.

In the spring of 2020, the Upper Canada District School Board announced its decision to accept the recommendations presented in the study on the Maxville School Attendance Area Boundaries to establish a flexible boundary area in which students could attend either Glengarry District High School or Tagwi Secondary School.

The Community Development Committee recommends that the enclosed letter be signed by the Mayor on behalf of the Township's Council and sent to residents located in the flexible boundary to advise them that students in grades 7 to 12 are eligible to receive transportation to either school. This includes students that are presently registered at Tagwi but may have preferred to attend Glengarry District High School..

The attached map delineates the flexible boundary area.

Alternatives:

Option 1 – Recommended – That Council supports the sending of a letter to residents located in the flexible boundary area informing them that transportation is available to students in grades 7 to 12 to attend either Glengarry District High School or Tagwi Secondary School.

Or

Option 2 – Not recommended – That Council declines the sending of this document.

Financial Implications:

The mailing would involve minimal photocopying and postage costs which would be assigned to the Economic Department's GL 1-4-1950-2100.

Attachments & Relevant Legislation:

Letter to North Glengarry residents of flexible boundary area and map

Others consulted:

Kim Goyette – Director of Finance / Treasurer

Signed by Sarah Huskinson – Chief Administrative Officer / Clerk

Corporation of the Township of North Glengarry
90 Main Street South
P.O. Box 700
Alexandria, ON K0C 1A0
Tel: (613) 525-1110
Fax: (613) 525-1649



Municipalité du canton de Glengarry nord
90 rue Main sud
C.P.700
Alexandria, ON K0C 1A0
Tel: (613) 525-1110
Télécopieur: (613) 525-1649

www.northglengarry.ca

June 9, 2020

Dear North Glengarry Residents:

RE: Flexible Boundary Area

As you may have read or heard in our local media, the Upper Canada District School Board passed a resolution to accept the recommendations of a study on the Maxville School Attendance Area Boundaries.

The recommendation of the study, which was passed unanimously by the Board on March 11, 2020 was that the board would establish a flexible boundary area in which students could attend either Glengarry District High School or Tagwi Secondary School from grades 7 – 12.

This means that if you live within the flexible boundary area (see map) you can receive transportation to either school.

If you would like more information regarding this new boundary, please reach out to the principal at either GDHS or Tagwi for more information.

Contact information for each school can be found at the UCDSB website - www.ucdsb.on.ca.

A map of the new flex boundary area has been attached to this letter.

Thank you for your time.

Jamie MacDonald
Mayor

Corporation of the Township of North Glengarry
90 Main Street South
P.O. Box 700
Alexandria, ON K0C 1A0
Tel: (613) 525-1110
Fax: (613) 525-1649



Municipalité du canton de Glengarry nord
90 rue Main sud
C.P.700
Alexandria, ON K0C 1A0
Tel: (613) 525-1110
Télécopieur: (613) 525-1649

www.northglengarry.ca

le 9 juin 2020

Chères Résidentes, Chers Résidents du canton de Glengarry nord,

RE: Zone scolaire souple

Vous êtes probablement au courant, par l'entremise des médias locaux, que le conseil scolaire Upper Canada District School Board a adopté une résolution acceptant les recommandations de l'étude « *Maxville School Attendance Area Boundaries* ».

Cette recommandation, adoptée à l'unanimité par les membres du conseil scolaire le 11 mars dernier, établit une zone scolaire souple qui permettrait aux élèves de la 7e à la 12e année de fréquenter soit l'école Glengarry District High School, soit l'école Tagwi Secondary School.

Donc, si vous habitez dans la zone scolaire souple (voir la carte ci-jointe), l'élève aura accès au transport scolaire vers l'une ou l'autre de ces écoles.

Pour de plus amples renseignements à ce sujet, nous vous prions de vous adresser directement aux directeurs des écoles Glengarry District High School et Tagwi.

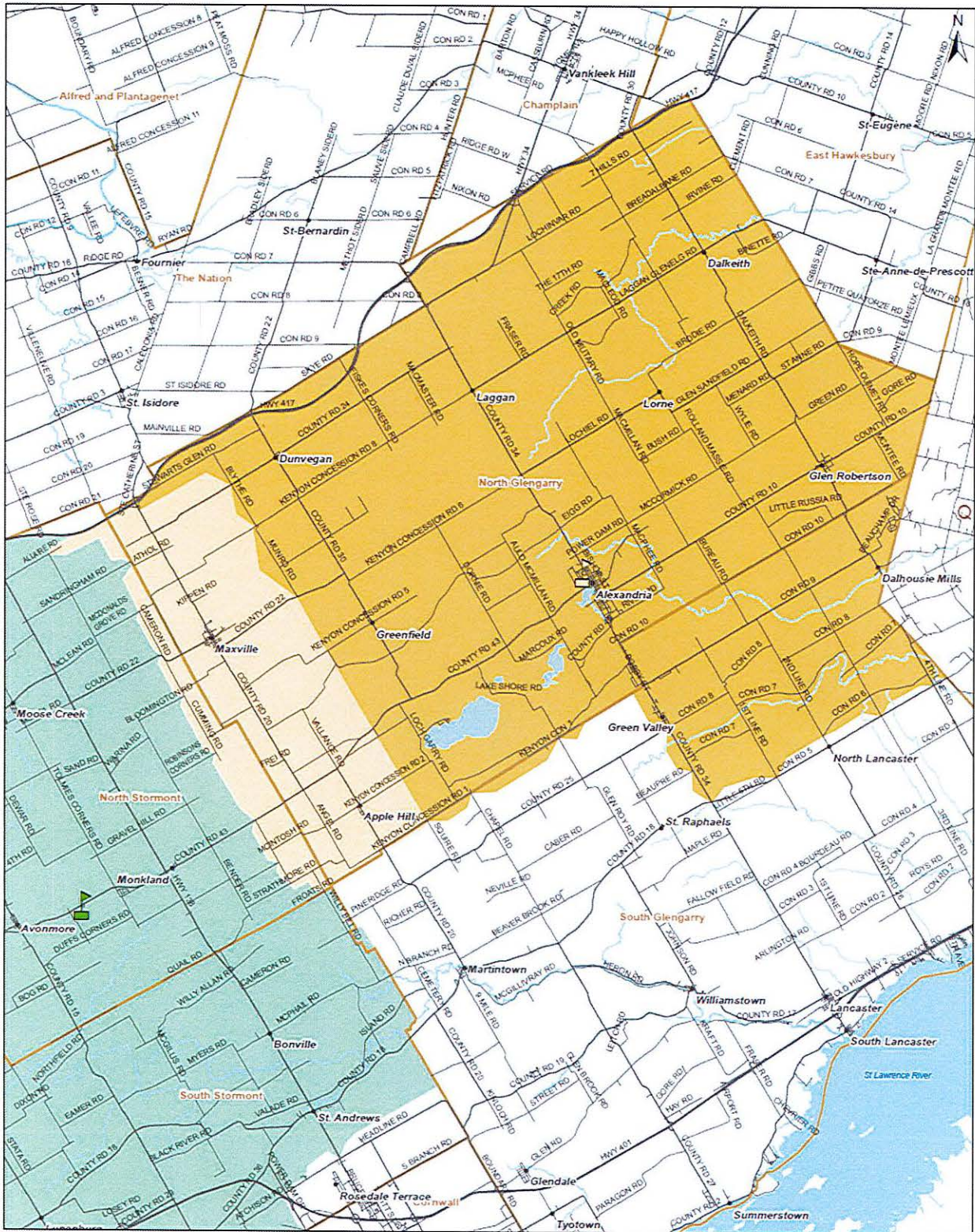
Des renseignements pour chaque école sous la gouverne de la commission scolaire Upper Canada District School Board sont affichés sur le site Internet www.ucdsb.on.ca.


Une carte démontrant la zone scolaire souple est en pièce jointe à cette lettre.


Nous vous remercions pour votre attention à ce sujet.

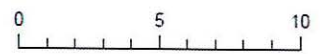
Maire du canton de Glengarry nord,

Jamie MacDonald



 Glengarry District High School
Grade 7-12 attendance boundary

 Glengarry District High School



 Tagwi Secondary School
Grade 7-12 attendance boundary

 Tagwi Secondary School

 Glengarry District High School and
Tagwi Secondary School Grade 7-12

 Municipal Boundary

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 8, 2020

MOVED BY: Carma Williams

SECONDED BY: Brenda Noble

THAT Council receives the Staff Report No. CS-2020-15; and

THAT Council approves the recommendation from the Arts, Culture and Heritage Committee for Community Improvement Plan Project at 19506 County Road 43, as submitted by Ryan MacMillan and Kirk MacMillan, signing authorities for KMAC Electric Ltd.

- Program C – Civic Address Grant representing one civic sign provided by the municipality as part of its civic sign program;
- Program C – Commercial Signage grant representing a matching grant of 50% up to a maximum of \$1,518.03.
- Program E: Building Permit Fee Grant representing a matching grant of 100% up to maximum of \$150.00

Total Grants: \$1,668.03

Carried

Defeated

Deferred

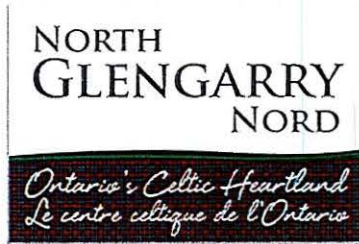
MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams
Councillor: Jacques Massie
Councillor: Brenda Noble
Councillor: Jeff Manley
Councillor: Johanne Wensink
Mayor: Jamie MacDonald

YEA

NEA

Section 6 Item d



STAFF REPORT TO COUNCIL

Report No: CS-2020-15

June 8, 2020

From: Anne Leduc – Director of Community Services

RE: New CIP Application – 19506 County Road 43, Alexandria (KMAC Electric)

RECOMMENDED MOTION:

THAT Council receives the Staff Report No. CS-2020-15; and

THAT Council approves the recommendation from the Arts, Culture and Heritage Committee for Community Improvement Plan Project at 19506 County Road 43, as submitted by Ryan MacMillan and Kirk MacMillan, signing authorities for KMAC Electric Ltd.

- Program C – Civic Address Grant representing one civic sign provided by the municipality as part of its civic sign program;
- Program C – Commercial Signage grant representing a matching grant of 50% up to a maximum of \$1,518.03.
- Program E: Building Permit Fee Grant representing a matching grant of 100% up to maximum of \$150.00

Total Grants: \$1,668.03

BACKGROUND

Program C – Commercial Signage Grant – Program C provides a matching grant of 50%, up to a maximum of \$2,000.00 for the installation of commercial signs and improvement of signage lighting

As part of their proposed Community Improvement Plan (“CIP”) project at 19506 County Road 43, in Alexandria, the applicants are requesting funding to do the following works:

(1) Install one (1), 3' x 6' aluminum composite (full-colour) commercial sign on their building. The sign will be offset by one (1), black, gooseneck light fixture.

- The installation costs for the lighting are not eligible components of the project, as the work will be done by the property owners.

(2) Install one (1), double-sided road sign (approximately 3' x 6') with black metal caps and posts at the entry to the commercial property. The property owner is not installing electricity to the road sign at this point, but has indicated that he does have future intentions of adding gooseneck lighting to the road sign.

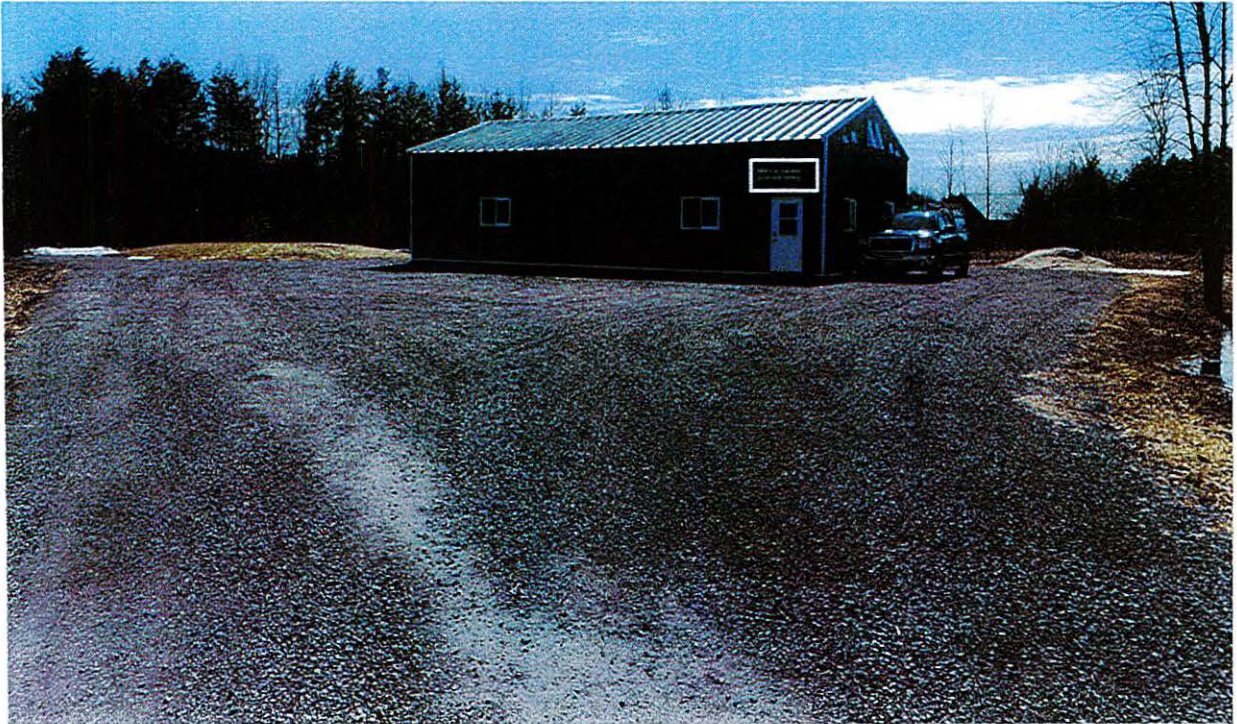
Estimated value of the improvements

Contractors	Element	\$ before tax	50%	Eligible
Signs				
Significo	3' x 6' composite aluminum sign for building	\$354.95	\$177.48	
	Installation on building wall	\$225.00	\$112.50	
	Double-sided 3' x 6' aluminum composite road sign	\$709.90	\$354.95	
	Installation of road sign	\$675.00	\$337.50	
	Posts, caps & road sign hardware	\$613.95	\$306.98	
	Design of signs	\$288.00	\$144.00	
	Sub-total for Significo: *This is the lowest quote	\$2,866.80	\$1,433.40	Yes
Kelly Signs	Sign for building	\$375.00	\$187.50	
	Installation on building wall	\$249.00	\$124.50	
	Double-sided road sign (\$375 x 2)	\$750.00	\$375.00	
	Installation of road sign	\$725.00	\$362.50	
	Posts, caps & road sign hardware	\$645.25	\$322.63	
	Design for signs	\$325.00	\$162.50	
	Sub-Total for Kelly Signs *This is the highest quote	\$3,069.25	\$1,534.63	No
Gooseneck Lighting				
Amazon	1 gooseneck light fixture *This is the lowest quote	\$169.26	\$84.63	Yes
Wayfair	1 gooseneck light fixture	\$173.99	\$87.00	No
KMAC	Installation of lights by property owner	N/A	N/A	N/A
	TOTAL Eligible Expenses	\$3,036.06	\$1,518.03	\$1,518.03

The estimated total cost of the project is \$ 3,036.06

Program C – total eligible expenses are \$1,518.03

Current photo of the property.
Showcasing the placement of proposed signage



Sample of the gooseneck lighting to be used



CANARM BL10WACBK
Outdoor Aluminum Barn
Light
by Canarm

CDN\$ 169.26
& FREE Shipping. Details

Only 3 left in stock (more on the way).

Quantity: 1 ▾

Add to Cart

Buy Now

Your transaction is secure
Ships from and sold by Amazon.ca
in certified Frustration-Free
Packaging.

Item arrives in packaging that
reveals what's inside. To hide it,
choose Ship in Amazon
packaging at checkout.

- Yes, I want free delivery with Amazon Prime
- Add gift options

Sample style for the proposed road sign

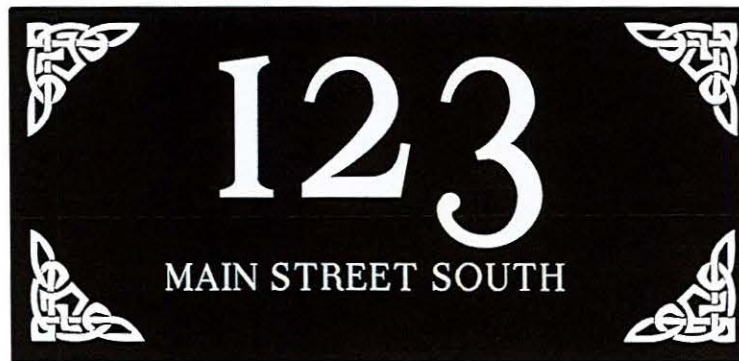


Preliminary design for the signage



Program C – Commercial Signage Grant – The Civic Address Grant Program provides a matching grant of 75% up to \$75 for a civic number sign in conformity with the established guidelines, or a pre-approved CIP civic address plaque.

The property owner has opted for one pre-approved CIP civic address plaque in the model illustrated below.



Program E – Building Permit Fee Grant – A grant equal to 100% of the eligible building permit fees, up to a maximum of \$150.00.

Program E – Grant of 100% up to \$150 with no deposit required.

Planning Fees are not required for this project.

ALTERNATIVES:

Option 1: Recommended – THAT Council approves the recommendation from the Arts, Culture and Heritage Committee for Community Improvement Plan Project at 19506 County Road 43, as submitted by Ryan MacMillan and Kirk MacMillan, signing authorities for KMAC Electric Ltd.

- Program C – Civic Address Grant representing one civic sign provided by the municipality as part of its civic sign program;
- Program C – Commercial Signage grant representing a matching grant of 50% up to a maximum of \$1,518.03.
- Program E: Building Permit Fee Grant representing a matching grant of 100% up to maximum of \$150.00

Total Grants: \$1,668.03

Or

Option 2: Not recommended – THAT Council does not approve this project.

FINANCIAL IMPLICATIONS:

Council has approved the 2020 budget which allocates funds for the Community Improvement Plan Program.

A \$1,668.03 grant derived from GL 1-4-1950-3702 would be attributed to the Community Improvement Plan project for the property located at 19506 County Road 43, in Alexandria.

ATTACHMENTS / RELEVANT LEGISLATION:

Relevant Legislation - Township of North Glengarry Community Improvement Plan

Others consulted:

Kim Goyette – Director of Finance

Approved by: Sarah Huskinson – Chief Administrative Officer / Clerk

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 8, 2020

MOVED BY: Carma Williams

SECONDED BY: Brenda Noble

THAT Council receives the Staff Report No. TR-2020-18; and

That By-Law No. 24-2020, being a by-law to authorize the borrowing of funds for financing of capital (pumper tanker fire truck); be read a first, second and third time and adopted in open Council this 8th day of June, 2020.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 6 Item e



STAFF REPORT TO COUNCIL

Report No: TR2020-18

May 29, 2020

From: Kim Goyette - Director of Finance/Treasurer

RE: Borrowing Bylaw Pumper Tanker Fire Truck

Recommended Motion:

That By-Law #24-2020, being a bylaw to authorize the borrowing of funds for financing of capital (pumper tanker fire truck); be read a first, second and third time and adopted in open Council.

Background / Analysis:

During the 2020 budget, Council approved the purchase of a pumper tanker fire truck for the North Glengarry Fire Department in the upset amount of \$450,000 financed by long term debt.

The successful bidder of the tender came in with a bid of \$420,000 plus HST. With the HST rebate allowed for the municipality, the Township needs to borrow \$430,000 to finance this capital item.

The Royal Bank of Canada was contacted rather than Infrastructure Ontario to arrange financing as they could accommodate cash flow as soon as the truck came in (roughly a week turn around time) with no administrative and legal costs associated.

This loan is amortized over a 20-year period with an interest term of 10 years at an interest rate not to exceed 3%. Currently the interest rate is 2.85% but is subject to change prior to the reading of the bylaw. Council will be provided the actual rate at the time of passing the bylaw.

The attached Bylaw 24-2020 authorizes such borrowing.

Alternatives:

N/A

Financial Implications:

At an interest rate of 3%, annual loan payments will be \$28,617. In 2020 \$36,500 was added to accommodate the fire truck loan payments in the budget.

Attachments & Relevant Legislation:

Section 401(1) of the Municipal Act, 2001, c.25 provides authority for a municipality to incur debt for the purposes of the municipality, whether through borrowing or in any other manner.

By-Law #24-2020 is attached.

Others Consulted:

Signed by Sarah Huskinson, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NO. 24-2020

BEING a By-Law of the Corporation of the Township of North Glengarry to authorize the financing of capital (pumper tanker fire truck);

WHEREAS the Municipal Act, 2001, c. 25, Section 401(1) authorizes that a municipality may incur debt for the purposes of the municipality, whether by borrowing money or in any other way;

AND WHEREAS the council of the Township of North Glengarry authorized the purchase of a fire truck in their 2020 capital budget;

AND WHEREAS the council of the Township of North Glengarry has authorized that financing be obtained to purchase the fire truck for the North Glengarry Fire Department;

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

- 1) That the financing of the capital project be financed for a 2020 Freightliner 108SD chassis pumper tanker truck with the Royal Bank of Canada. Interest rate for this loan shall be not exceed 3% for a ten (10) year interest term amortized over twenty (20) years.
- 2) That the Mayor and the Director of Finance/Treasurer be authorized to sign all documentation required to complete this transaction.

READ a first, second and third time and passed in Open Council this 8th day of June 2020.

CAO/Clerk, Sarah Huskinson

Mayor, Jamie MacDonald

I, hereby certify that the foregoing is a true copy of By-law No. 24-2020, duly adopted by the Council of the Township of North Glengarry, on the 8th day of June 2020.

Deputy Clerk

Date Certified

LOAN AMORTIZATION SCHEDULE

ENTER VALUES

Loan amount	\$430,000.00
Annual interest rate	3.00%
Loan period in years	20
Number of payments per year	12
Start date of loan	09/06/2020
Optional extra payments	

LOAN SUMMARY

Scheduled payment	\$2,384.77
Scheduled number of payments	240
Actual number of payments	240
Total early payments	\$0.00
Total interest	\$142,344.72
LENDER NAME	RBC - Pumper Tanker Fire Truck

PMT NO	PAYMENT DATE	BEGINNING BALANCE	SCHEDULE D PAYMENT	EXTRA PAYMENT	TOTAL PAYMENT	PRINCIPAL	INTEREST	ENDING BALANCE	CUMULATIVE INTEREST
1	09/06/2020	\$430,000.00	\$2,384.77	\$0.00	\$2,384.77	\$1,309.77	\$1,075.00	\$428,690.23	\$1,075.00
2	09/07/2020	\$428,690.23	\$2,384.77	\$0.00	\$2,384.77	\$1,313.04	\$1,071.73	\$427,377.19	\$2,146.73
3	09/08/2020	\$427,377.19	\$2,384.77	\$0.00	\$2,384.77	\$1,316.33	\$1,068.44	\$426,060.86	\$3,215.17
4	09/09/2020	\$426,060.86	\$2,384.77	\$0.00	\$2,384.77	\$1,319.62	\$1,065.15	\$424,741.24	\$4,280.32
5	09/10/2020	\$424,741.24	\$2,384.77	\$0.00	\$2,384.77	\$1,322.92	\$1,061.85	\$423,418.33	\$5,342.17
6	09/11/2020	\$423,418.33	\$2,384.77	\$0.00	\$2,384.77	\$1,326.22	\$1,058.55	\$422,092.10	\$6,400.72
7	09/12/2020	\$422,092.10	\$2,384.77	\$0.00	\$2,384.77	\$1,329.54	\$1,055.23	\$420,762.56	\$7,455.95
8	09/01/2021	\$420,762.56	\$2,384.77	\$0.00	\$2,384.77	\$1,332.86	\$1,051.91	\$419,429.70	\$8,507.86
9	09/02/2021	\$419,429.70	\$2,384.77	\$0.00	\$2,384.77	\$1,336.20	\$1,048.57	\$418,093.50	\$9,556.43
10	09/03/2021	\$418,093.50	\$2,384.77	\$0.00	\$2,384.77	\$1,339.54	\$1,045.23	\$416,753.97	\$10,601.66
11	09/04/2021	\$416,753.97	\$2,384.77	\$0.00	\$2,384.77	\$1,342.88	\$1,041.88	\$415,411.08	\$11,643.55
12	09/05/2021	\$415,411.08	\$2,384.77	\$0.00	\$2,384.77	\$1,346.24	\$1,038.53	\$414,064.84	\$12,682.08
13	09/06/2021	\$414,064.84	\$2,384.77	\$0.00	\$2,384.77	\$1,349.61	\$1,035.16	\$412,715.23	\$13,717.24
14	09/07/2021	\$412,715.23	\$2,384.77	\$0.00	\$2,384.77	\$1,352.98	\$1,031.79	\$411,362.25	\$14,749.03
15	09/08/2021	\$411,362.25	\$2,384.77	\$0.00	\$2,384.77	\$1,356.36	\$1,028.41	\$410,005.89	\$15,777.43
16	09/09/2021	\$410,005.89	\$2,384.77	\$0.00	\$2,384.77	\$1,359.75	\$1,025.01	\$408,646.13	\$16,802.45
17	09/10/2021	\$408,646.13	\$2,384.77	\$0.00	\$2,384.77	\$1,363.15	\$1,021.62	\$407,282.98	\$17,824.06
18	09/11/2021	\$407,282.98	\$2,384.77	\$0.00	\$2,384.77	\$1,366.56	\$1,018.21	\$405,916.42	\$18,842.27
19	09/12/2021	\$405,916.42	\$2,384.77	\$0.00	\$2,384.77	\$1,369.98	\$1,014.79	\$404,546.44	\$19,857.06
20	09/01/2022	\$404,546.44	\$2,384.77	\$0.00	\$2,384.77	\$1,373.40	\$1,011.37	\$403,173.03	\$20,868.43
21	09/02/2022	\$403,173.03	\$2,384.77	\$0.00	\$2,384.77	\$1,376.84	\$1,007.93	\$401,796.20	\$21,876.36
22	09/03/2022	\$401,796.20	\$2,384.77	\$0.00	\$2,384.77	\$1,380.28	\$1,004.49	\$400,415.92	\$22,880.85
23	09/04/2022	\$400,415.92	\$2,384.77	\$0.00	\$2,384.77	\$1,383.73	\$1,001.04	\$399,032.19	\$23,881.89
24	09/05/2022	\$399,032.19	\$2,384.77	\$0.00	\$2,384.77	\$1,387.19	\$997.58	\$397,645.00	\$24,879.47
25	09/06/2022	\$397,645.00	\$2,384.77	\$0.00	\$2,384.77	\$1,390.66	\$994.11	\$396,254.34	\$25,873.58
26	09/07/2022	\$396,254.34	\$2,384.77	\$0.00	\$2,384.77	\$1,394.13	\$990.64	\$394,860.21	\$26,864.22
27	09/08/2022	\$394,860.21	\$2,384.77	\$0.00	\$2,384.77	\$1,397.62	\$987.15	\$393,462.59	\$27,851.37
28	09/09/2022	\$393,462.59	\$2,384.77	\$0.00	\$2,384.77	\$1,401.11	\$983.66	\$392,061.48	\$28,835.03
29	09/10/2022	\$392,061.48	\$2,384.77	\$0.00	\$2,384.77	\$1,404.62	\$980.15	\$390,656.86	\$29,815.18
30	09/11/2022	\$390,656.86	\$2,384.77	\$0.00	\$2,384.77	\$1,408.13	\$976.64	\$389,248.73	\$30,791.82
31	09/12/2022	\$389,248.73	\$2,384.77	\$0.00	\$2,384.77	\$1,411.65	\$973.12	\$387,837.08	\$31,764.94
32	09/01/2023	\$387,837.08	\$2,384.77	\$0.00	\$2,384.77	\$1,415.18	\$969.59	\$386,421.91	\$32,734.54
33	09/02/2023	\$386,421.91	\$2,384.77	\$0.00	\$2,384.77	\$1,418.71	\$966.05	\$385,003.19	\$33,700.59
34	09/03/2023	\$385,003.19	\$2,384.77	\$0.00	\$2,384.77	\$1,422.26	\$962.51	\$383,580.93	\$34,663.10
35	09/04/2023	\$383,580.93	\$2,384.77	\$0.00	\$2,384.77	\$1,425.82	\$958.95	\$382,155.11	\$35,622.05
36	09/05/2023	\$382,155.11	\$2,384.77	\$0.00	\$2,384.77	\$1,429.38	\$955.39	\$380,725.73	\$36,577.44

PMT NO	PAYMENT DATE	BEGINNING BALANCE	SCHEDULE D PAYMENT	EXTRA PAYMENT	TOTAL PAYMENT	PRINCIPAL	INTEREST	ENDING BALANCE	CUMULATIVE INTEREST
37	09/06/2023	\$380,725.73	\$2,384.77	\$0.00	\$2,384.77	\$1,432.96	\$951.81	\$379,292.78	\$37,529.25
38	09/07/2023	\$379,292.78	\$2,384.77	\$0.00	\$2,384.77	\$1,436.54	\$948.23	\$377,856.24	\$38,477.49
39	09/08/2023	\$377,856.24	\$2,384.77	\$0.00	\$2,384.77	\$1,440.13	\$944.64	\$376,416.11	\$39,422.13
40	09/09/2023	\$376,416.11	\$2,384.77	\$0.00	\$2,384.77	\$1,443.73	\$941.04	\$374,972.38	\$40,363.17
41	09/10/2023	\$374,972.38	\$2,384.77	\$0.00	\$2,384.77	\$1,447.34	\$937.43	\$373,525.04	\$41,300.60
42	09/11/2023	\$373,525.04	\$2,384.77	\$0.00	\$2,384.77	\$1,450.96	\$933.81	\$372,074.08	\$42,234.41
43	09/12/2023	\$372,074.08	\$2,384.77	\$0.00	\$2,384.77	\$1,454.58	\$930.19	\$370,619.50	\$43,164.60
44	09/01/2024	\$370,619.50	\$2,384.77	\$0.00	\$2,384.77	\$1,458.22	\$926.55	\$369,161.28	\$44,091.14
45	09/02/2024	\$369,161.28	\$2,384.77	\$0.00	\$2,384.77	\$1,461.87	\$922.90	\$367,699.41	\$45,014.05
46	09/03/2024	\$367,699.41	\$2,384.77	\$0.00	\$2,384.77	\$1,465.52	\$919.25	\$366,233.89	\$45,933.30
47	09/04/2024	\$366,233.89	\$2,384.77	\$0.00	\$2,384.77	\$1,469.18	\$915.58	\$364,764.71	\$46,848.88
48	09/05/2024	\$364,764.71	\$2,384.77	\$0.00	\$2,384.77	\$1,472.86	\$911.91	\$363,291.85	\$47,760.79
49	09/06/2024	\$363,291.85	\$2,384.77	\$0.00	\$2,384.77	\$1,476.54	\$908.23	\$361,815.31	\$48,669.02
50	09/07/2024	\$361,815.31	\$2,384.77	\$0.00	\$2,384.77	\$1,480.23	\$904.54	\$360,335.08	\$49,573.56
51	09/08/2024	\$360,335.08	\$2,384.77	\$0.00	\$2,384.77	\$1,483.93	\$900.84	\$358,851.14	\$50,474.40
52	09/09/2024	\$358,851.14	\$2,384.77	\$0.00	\$2,384.77	\$1,487.64	\$897.13	\$357,363.50	\$51,371.53
53	09/10/2024	\$357,363.50	\$2,384.77	\$0.00	\$2,384.77	\$1,491.36	\$893.41	\$355,872.14	\$52,264.93
54	09/11/2024	\$355,872.14	\$2,384.77	\$0.00	\$2,384.77	\$1,495.09	\$889.68	\$354,377.05	\$53,154.61
55	09/12/2024	\$354,377.05	\$2,384.77	\$0.00	\$2,384.77	\$1,498.83	\$885.94	\$352,878.23	\$54,040.56
56	09/01/2025	\$352,878.23	\$2,384.77	\$0.00	\$2,384.77	\$1,502.57	\$882.20	\$351,375.65	\$54,922.75
57	09/02/2025	\$351,375.65	\$2,384.77	\$0.00	\$2,384.77	\$1,506.33	\$878.44	\$349,869.32	\$55,801.19
58	09/03/2025	\$349,869.32	\$2,384.77	\$0.00	\$2,384.77	\$1,510.10	\$874.67	\$348,359.22	\$56,675.87
59	09/04/2025	\$348,359.22	\$2,384.77	\$0.00	\$2,384.77	\$1,513.87	\$870.90	\$346,845.35	\$57,546.76
60	09/05/2025	\$346,845.35	\$2,384.77	\$0.00	\$2,384.77	\$1,517.66	\$867.11	\$345,327.70	\$58,413.88
61	09/06/2025	\$345,327.70	\$2,384.77	\$0.00	\$2,384.77	\$1,521.45	\$863.32	\$343,806.25	\$59,277.20
62	09/07/2025	\$343,806.25	\$2,384.77	\$0.00	\$2,384.77	\$1,525.25	\$859.52	\$342,280.99	\$60,136.71
63	09/08/2025	\$342,280.99	\$2,384.77	\$0.00	\$2,384.77	\$1,529.07	\$855.70	\$340,751.92	\$60,992.41
64	09/09/2025	\$340,751.92	\$2,384.77	\$0.00	\$2,384.77	\$1,532.89	\$851.88	\$339,219.03	\$61,844.29
65	09/10/2025	\$339,219.03	\$2,384.77	\$0.00	\$2,384.77	\$1,536.72	\$848.05	\$337,682.31	\$62,692.34
66	09/11/2025	\$337,682.31	\$2,384.77	\$0.00	\$2,384.77	\$1,540.56	\$844.21	\$336,141.75	\$63,536.55
67	09/12/2025	\$336,141.75	\$2,384.77	\$0.00	\$2,384.77	\$1,544.42	\$840.35	\$334,597.33	\$64,376.90
68	09/01/2026	\$334,597.33	\$2,384.77	\$0.00	\$2,384.77	\$1,548.28	\$836.49	\$333,049.06	\$65,213.39
69	09/02/2026	\$333,049.06	\$2,384.77	\$0.00	\$2,384.77	\$1,552.15	\$832.62	\$331,496.91	\$66,046.02
70	09/03/2026	\$331,496.91	\$2,384.77	\$0.00	\$2,384.77	\$1,556.03	\$828.74	\$329,940.88	\$66,874.76
71	09/04/2026	\$329,940.88	\$2,384.77	\$0.00	\$2,384.77	\$1,559.92	\$824.85	\$328,380.97	\$67,699.61
72	09/05/2026	\$328,380.97	\$2,384.77	\$0.00	\$2,384.77	\$1,563.82	\$820.95	\$326,817.15	\$68,520.56
73	09/06/2026	\$326,817.15	\$2,384.77	\$0.00	\$2,384.77	\$1,567.73	\$817.04	\$325,249.42	\$69,337.61
74	09/07/2026	\$325,249.42	\$2,384.77	\$0.00	\$2,384.77	\$1,571.65	\$813.12	\$323,677.78	\$70,150.73
75	09/08/2026	\$323,677.78	\$2,384.77	\$0.00	\$2,384.77	\$1,575.58	\$809.19	\$322,102.20	\$70,959.93
76	09/09/2026	\$322,102.20	\$2,384.77	\$0.00	\$2,384.77	\$1,579.51	\$805.26	\$320,522.69	\$71,765.18
77	09/10/2026	\$320,522.69	\$2,384.77	\$0.00	\$2,384.77	\$1,583.46	\$801.31	\$318,939.22	\$72,566.49
78	09/11/2026	\$318,939.22	\$2,384.77	\$0.00	\$2,384.77	\$1,587.42	\$797.35	\$317,351.80	\$73,363.84
79	09/12/2026	\$317,351.80	\$2,384.77	\$0.00	\$2,384.77	\$1,591.39	\$793.38	\$315,760.41	\$74,157.22
80	09/01/2027	\$315,760.41	\$2,384.77	\$0.00	\$2,384.77	\$1,595.37	\$789.40	\$314,165.04	\$74,946.62
81	09/02/2027	\$314,165.04	\$2,384.77	\$0.00	\$2,384.77	\$1,599.36	\$785.41	\$312,565.69	\$75,732.03
82	09/03/2027	\$312,565.69	\$2,384.77	\$0.00	\$2,384.77	\$1,603.36	\$781.41	\$310,962.33	\$76,513.44
83	09/04/2027	\$310,962.33	\$2,384.77	\$0.00	\$2,384.77	\$1,607.36	\$777.41	\$309,354.97	\$77,290.85
84	09/05/2027	\$309,354.97	\$2,384.77	\$0.00	\$2,384.77	\$1,611.38	\$773.39	\$307,743.58	\$78,064.24

PMT NO	PAYMENT DATE	BEGINNING BALANCE	SCHEDULE D PAYMENT	EXTRA PAYMENT	TOTAL PAYMENT	PRINCIPAL	INTEREST	ENDING BALANCE	CUMULATIVE INTEREST
85	09/06/2027	\$307,743.58	\$2,384.77	\$0.00	\$2,384.77	\$1,615.41	\$769.36	\$306,128.17	\$78,833.60
86	09/07/2027	\$306,128.17	\$2,384.77	\$0.00	\$2,384.77	\$1,619.45	\$765.32	\$304,508.72	\$79,598.92
87	09/08/2027	\$304,508.72	\$2,384.77	\$0.00	\$2,384.77	\$1,623.50	\$761.27	\$302,885.23	\$80,360.19
88	09/09/2027	\$302,885.23	\$2,384.77	\$0.00	\$2,384.77	\$1,627.56	\$757.21	\$301,257.67	\$81,117.40
89	09/10/2027	\$301,257.67	\$2,384.77	\$0.00	\$2,384.77	\$1,631.63	\$753.14	\$299,626.04	\$81,870.54
90	09/11/2027	\$299,626.04	\$2,384.77	\$0.00	\$2,384.77	\$1,635.70	\$749.07	\$297,990.34	\$82,619.61
91	09/12/2027	\$297,990.34	\$2,384.77	\$0.00	\$2,384.77	\$1,639.79	\$744.98	\$296,350.55	\$83,364.59
92	09/01/2028	\$296,350.55	\$2,384.77	\$0.00	\$2,384.77	\$1,643.89	\$740.88	\$294,706.65	\$84,105.46
93	09/02/2028	\$294,706.65	\$2,384.77	\$0.00	\$2,384.77	\$1,648.00	\$736.77	\$293,058.65	\$84,842.23
94	09/03/2028	\$293,058.65	\$2,384.77	\$0.00	\$2,384.77	\$1,652.12	\$732.65	\$291,406.53	\$85,574.88
95	09/04/2028	\$291,406.53	\$2,384.77	\$0.00	\$2,384.77	\$1,656.25	\$728.52	\$289,750.27	\$86,303.39
96	09/05/2028	\$289,750.27	\$2,384.77	\$0.00	\$2,384.77	\$1,660.39	\$724.38	\$288,089.88	\$87,027.77
97	09/06/2028	\$288,089.88	\$2,384.77	\$0.00	\$2,384.77	\$1,664.54	\$720.22	\$286,425.33	\$87,747.99
98	09/07/2028	\$286,425.33	\$2,384.77	\$0.00	\$2,384.77	\$1,668.71	\$716.06	\$284,756.63	\$88,464.06
99	09/08/2028	\$284,756.63	\$2,384.77	\$0.00	\$2,384.77	\$1,672.88	\$711.89	\$283,083.75	\$89,175.95
100	09/09/2028	\$283,083.75	\$2,384.77	\$0.00	\$2,384.77	\$1,677.06	\$707.71	\$281,406.69	\$89,883.66
101	09/10/2028	\$281,406.69	\$2,384.77	\$0.00	\$2,384.77	\$1,681.25	\$703.52	\$279,725.44	\$90,587.17
102	09/11/2028	\$279,725.44	\$2,384.77	\$0.00	\$2,384.77	\$1,685.46	\$699.31	\$278,039.98	\$91,286.49
103	09/12/2028	\$278,039.98	\$2,384.77	\$0.00	\$2,384.77	\$1,689.67	\$695.10	\$276,350.31	\$91,981.59
104	09/01/2029	\$276,350.31	\$2,384.77	\$0.00	\$2,384.77	\$1,693.89	\$690.88	\$274,656.42	\$92,672.46
105	09/02/2029	\$274,656.42	\$2,384.77	\$0.00	\$2,384.77	\$1,698.13	\$686.64	\$272,958.29	\$93,359.10
106	09/03/2029	\$272,958.29	\$2,384.77	\$0.00	\$2,384.77	\$1,702.37	\$682.40	\$271,255.91	\$94,041.50
107	09/04/2029	\$271,255.91	\$2,384.77	\$0.00	\$2,384.77	\$1,706.63	\$678.14	\$269,549.28	\$94,719.64
108	09/05/2029	\$269,549.28	\$2,384.77	\$0.00	\$2,384.77	\$1,710.90	\$673.87	\$267,838.39	\$95,393.51
109	09/06/2029	\$267,838.39	\$2,384.77	\$0.00	\$2,384.77	\$1,715.17	\$669.60	\$266,123.21	\$96,063.11
110	09/07/2029	\$266,123.21	\$2,384.77	\$0.00	\$2,384.77	\$1,719.46	\$665.31	\$264,403.75	\$96,728.42
111	09/08/2029	\$264,403.75	\$2,384.77	\$0.00	\$2,384.77	\$1,723.76	\$661.01	\$262,679.99	\$97,389.43
112	09/09/2029	\$262,679.99	\$2,384.77	\$0.00	\$2,384.77	\$1,728.07	\$656.70	\$260,951.92	\$98,046.13
113	09/10/2029	\$260,951.92	\$2,384.77	\$0.00	\$2,384.77	\$1,732.39	\$652.38	\$259,219.53	\$98,698.51
114	09/11/2029	\$259,219.53	\$2,384.77	\$0.00	\$2,384.77	\$1,736.72	\$648.05	\$257,482.81	\$99,346.55
115	09/12/2029	\$257,482.81	\$2,384.77	\$0.00	\$2,384.77	\$1,741.06	\$643.71	\$255,741.75	\$99,990.26
116	09/01/2030	\$255,741.75	\$2,384.77	\$0.00	\$2,384.77	\$1,745.42	\$639.35	\$253,996.33	\$100,629.62
117	09/02/2030	\$253,996.33	\$2,384.77	\$0.00	\$2,384.77	\$1,749.78	\$634.99	\$252,246.55	\$101,264.61
118	09/03/2030	\$252,246.55	\$2,384.77	\$0.00	\$2,384.77	\$1,754.15	\$630.62	\$250,492.40	\$101,895.22
119	09/04/2030	\$250,492.40	\$2,384.77	\$0.00	\$2,384.77	\$1,758.54	\$626.23	\$248,733.86	\$102,521.45
120	09/05/2030	\$248,733.86	\$2,384.77	\$0.00	\$2,384.77	\$1,762.94	\$621.83	\$246,970.93	\$103,143.29
121	09/06/2030	\$246,970.93	\$2,384.77	\$0.00	\$2,384.77	\$1,767.34	\$617.43	\$245,203.59	\$103,760.72
122	09/07/2030	\$245,203.59	\$2,384.77	\$0.00	\$2,384.77	\$1,771.76	\$613.01	\$243,431.82	\$104,373.72
123	09/08/2030	\$243,431.82	\$2,384.77	\$0.00	\$2,384.77	\$1,776.19	\$608.58	\$241,655.63	\$104,982.30
124	09/09/2030	\$241,655.63	\$2,384.77	\$0.00	\$2,384.77	\$1,780.63	\$604.14	\$239,875.00	\$105,586.44
125	09/10/2030	\$239,875.00	\$2,384.77	\$0.00	\$2,384.77	\$1,785.08	\$599.69	\$238,089.92	\$106,186.13
126	09/11/2030	\$238,089.92	\$2,384.77	\$0.00	\$2,384.77	\$1,789.54	\$595.22	\$236,300.38	\$106,781.36
127	09/12/2030	\$236,300.38	\$2,384.77	\$0.00	\$2,384.77	\$1,794.02	\$590.75	\$234,506.36	\$107,372.11
128	09/01/2031	\$234,506.36	\$2,384.77	\$0.00	\$2,384.77	\$1,798.50	\$586.27	\$232,707.85	\$107,958.37
129	09/02/2031	\$232,707.85	\$2,384.77	\$0.00	\$2,384.77	\$1,803.00	\$581.77	\$230,904.85	\$108,540.14
130	09/03/2031	\$230,904.85	\$2,384.77	\$0.00	\$2,384.77	\$1,807.51	\$577.26	\$229,097.35	\$109,117.40
131	09/04/2031	\$229,097.35	\$2,384.77	\$0.00	\$2,384.77	\$1,812.03	\$572.74	\$227,285.32	\$109,690.15
132	09/05/2031	\$227,285.32	\$2,384.77	\$0.00	\$2,384.77	\$1,816.56	\$568.21	\$225,468.76	\$110,258.36

PMT NO	PAYMENT DATE	BEGINNING BALANCE	SCHEDULE D PAYMENT	EXTRA PAYMENT	TOTAL PAYMENT	PRINCIPAL	INTEREST	ENDING BALANCE	CUMULATIVE INTEREST
133	09/06/2031	\$225,468.76	\$2,384.77	\$0.00	\$2,384.77	\$1,821.10	\$563.67	\$223,647.67	\$110,822.03
134	09/07/2031	\$223,647.67	\$2,384.77	\$0.00	\$2,384.77	\$1,825.65	\$559.12	\$221,822.02	\$111,381.15
135	09/08/2031	\$221,822.02	\$2,384.77	\$0.00	\$2,384.77	\$1,830.21	\$554.56	\$219,991.80	\$111,935.71
136	09/09/2031	\$219,991.80	\$2,384.77	\$0.00	\$2,384.77	\$1,834.79	\$549.98	\$218,157.01	\$112,485.69
137	09/10/2031	\$218,157.01	\$2,384.77	\$0.00	\$2,384.77	\$1,839.38	\$545.39	\$216,317.63	\$113,031.08
138	09/11/2031	\$216,317.63	\$2,384.77	\$0.00	\$2,384.77	\$1,843.98	\$540.79	\$214,473.66	\$113,571.87
139	09/12/2031	\$214,473.66	\$2,384.77	\$0.00	\$2,384.77	\$1,848.59	\$536.18	\$212,625.07	\$114,108.06
140	09/01/2032	\$212,625.07	\$2,384.77	\$0.00	\$2,384.77	\$1,853.21	\$531.56	\$210,771.87	\$114,639.62
141	09/02/2032	\$210,771.87	\$2,384.77	\$0.00	\$2,384.77	\$1,857.84	\$526.93	\$208,914.03	\$115,166.55
142	09/03/2032	\$208,914.03	\$2,384.77	\$0.00	\$2,384.77	\$1,862.48	\$522.29	\$207,051.54	\$115,688.83
143	09/04/2032	\$207,051.54	\$2,384.77	\$0.00	\$2,384.77	\$1,867.14	\$517.63	\$205,184.40	\$116,206.46
144	09/05/2032	\$205,184.40	\$2,384.77	\$0.00	\$2,384.77	\$1,871.81	\$512.96	\$203,312.59	\$116,719.42
145	09/06/2032	\$203,312.59	\$2,384.77	\$0.00	\$2,384.77	\$1,876.49	\$508.28	\$201,436.10	\$117,227.71
146	09/07/2032	\$201,436.10	\$2,384.77	\$0.00	\$2,384.77	\$1,881.18	\$503.59	\$199,554.92	\$117,731.30
147	09/08/2032	\$199,554.92	\$2,384.77	\$0.00	\$2,384.77	\$1,885.88	\$498.89	\$197,669.04	\$118,230.18
148	09/09/2032	\$197,669.04	\$2,384.77	\$0.00	\$2,384.77	\$1,890.60	\$494.17	\$195,778.44	\$118,724.36
149	09/10/2032	\$195,778.44	\$2,384.77	\$0.00	\$2,384.77	\$1,895.32	\$489.45	\$193,883.12	\$119,213.80
150	09/11/2032	\$193,883.12	\$2,384.77	\$0.00	\$2,384.77	\$1,900.06	\$484.71	\$191,983.06	\$119,698.51
151	09/12/2032	\$191,983.06	\$2,384.77	\$0.00	\$2,384.77	\$1,904.81	\$479.96	\$190,078.25	\$120,178.47
152	09/01/2033	\$190,078.25	\$2,384.77	\$0.00	\$2,384.77	\$1,909.57	\$475.20	\$188,168.67	\$120,653.66
153	09/02/2033	\$188,168.67	\$2,384.77	\$0.00	\$2,384.77	\$1,914.35	\$470.42	\$186,254.33	\$121,124.08
154	09/03/2033	\$186,254.33	\$2,384.77	\$0.00	\$2,384.77	\$1,919.13	\$465.64	\$184,335.19	\$121,589.72
155	09/04/2033	\$184,335.19	\$2,384.77	\$0.00	\$2,384.77	\$1,923.93	\$460.84	\$182,411.26	\$122,050.56
156	09/05/2033	\$182,411.26	\$2,384.77	\$0.00	\$2,384.77	\$1,928.74	\$456.03	\$180,482.52	\$122,506.59
157	09/06/2033	\$180,482.52	\$2,384.77	\$0.00	\$2,384.77	\$1,933.56	\$451.21	\$178,548.95	\$122,957.79
158	09/07/2033	\$178,548.95	\$2,384.77	\$0.00	\$2,384.77	\$1,938.40	\$446.37	\$176,610.56	\$123,404.17
159	09/08/2033	\$176,610.56	\$2,384.77	\$0.00	\$2,384.77	\$1,943.24	\$441.53	\$174,667.31	\$123,845.69
160	09/09/2033	\$174,667.31	\$2,384.77	\$0.00	\$2,384.77	\$1,948.10	\$436.67	\$172,719.21	\$124,282.36
161	09/10/2033	\$172,719.21	\$2,384.77	\$0.00	\$2,384.77	\$1,952.97	\$431.80	\$170,766.24	\$124,714.16
162	09/11/2033	\$170,766.24	\$2,384.77	\$0.00	\$2,384.77	\$1,957.85	\$426.92	\$168,808.39	\$125,141.07
163	09/12/2033	\$168,808.39	\$2,384.77	\$0.00	\$2,384.77	\$1,962.75	\$422.02	\$166,845.64	\$125,563.09
164	09/01/2034	\$166,845.64	\$2,384.77	\$0.00	\$2,384.77	\$1,967.66	\$417.11	\$164,877.98	\$125,980.21
165	09/02/2034	\$164,877.98	\$2,384.77	\$0.00	\$2,384.77	\$1,972.57	\$412.19	\$162,905.41	\$126,392.40
166	09/03/2034	\$162,905.41	\$2,384.77	\$0.00	\$2,384.77	\$1,977.51	\$407.26	\$160,927.90	\$126,799.67
167	09/04/2034	\$160,927.90	\$2,384.77	\$0.00	\$2,384.77	\$1,982.45	\$402.32	\$158,945.45	\$127,201.99
168	09/05/2034	\$158,945.45	\$2,384.77	\$0.00	\$2,384.77	\$1,987.41	\$397.36	\$156,958.05	\$127,599.35
169	09/06/2034	\$156,958.05	\$2,384.77	\$0.00	\$2,384.77	\$1,992.37	\$392.40	\$154,965.67	\$127,991.75
170	09/07/2034	\$154,965.67	\$2,384.77	\$0.00	\$2,384.77	\$1,997.36	\$387.41	\$152,968.32	\$128,379.16
171	09/08/2034	\$152,968.32	\$2,384.77	\$0.00	\$2,384.77	\$2,002.35	\$382.42	\$150,965.97	\$128,761.58
172	09/09/2034	\$150,965.97	\$2,384.77	\$0.00	\$2,384.77	\$2,007.35	\$377.41	\$148,958.61	\$129,139.00
173	09/10/2034	\$148,958.61	\$2,384.77	\$0.00	\$2,384.77	\$2,012.37	\$372.40	\$146,946.24	\$129,511.39
174	09/11/2034	\$146,946.24	\$2,384.77	\$0.00	\$2,384.77	\$2,017.40	\$367.37	\$144,928.84	\$129,878.76
175	09/12/2034	\$144,928.84	\$2,384.77	\$0.00	\$2,384.77	\$2,022.45	\$362.32	\$142,906.39	\$130,241.08
176	09/01/2035	\$142,906.39	\$2,384.77	\$0.00	\$2,384.77	\$2,027.50	\$357.27	\$140,878.88	\$130,598.35
177	09/02/2035	\$140,878.88	\$2,384.77	\$0.00	\$2,384.77	\$2,032.57	\$352.20	\$138,846.31	\$130,950.54
178	09/03/2035	\$138,846.31	\$2,384.77	\$0.00	\$2,384.77	\$2,037.65	\$347.12	\$136,808.66	\$131,297.66
179	09/04/2035	\$136,808.66	\$2,384.77	\$0.00	\$2,384.77	\$2,042.75	\$342.02	\$134,765.91	\$131,639.68
180	09/05/2035	\$134,765.91	\$2,384.77	\$0.00	\$2,384.77	\$2,047.85	\$336.91	\$132,718.05	\$131,976.60

PMT NO	PAYMENT DATE	BEGINNING BALANCE	SCHEDULE D PAYMENT	EXTRA PAYMENT	TOTAL PAYMENT	PRINCIPAL	INTEREST	ENDING BALANCE	CUMULATIVE INTEREST
181	09/06/2035	\$132,718.05	\$2,384.77	\$0.00	\$2,384.77	\$2,052.97	\$331.80	\$130,665.08	\$132,308.39
182	09/07/2035	\$130,665.08	\$2,384.77	\$0.00	\$2,384.77	\$2,058.11	\$326.66	\$128,606.97	\$132,635.05
183	09/08/2035	\$128,606.97	\$2,384.77	\$0.00	\$2,384.77	\$2,063.25	\$321.52	\$126,543.72	\$132,956.57
184	09/09/2035	\$126,543.72	\$2,384.77	\$0.00	\$2,384.77	\$2,068.41	\$316.36	\$124,475.31	\$133,272.93
185	09/10/2035	\$124,475.31	\$2,384.77	\$0.00	\$2,384.77	\$2,073.58	\$311.19	\$122,401.73	\$133,584.12
186	09/11/2035	\$122,401.73	\$2,384.77	\$0.00	\$2,384.77	\$2,078.77	\$306.00	\$120,322.96	\$133,890.12
187	09/12/2035	\$120,322.96	\$2,384.77	\$0.00	\$2,384.77	\$2,083.96	\$300.81	\$118,239.00	\$134,190.93
188	09/01/2036	\$118,239.00	\$2,384.77	\$0.00	\$2,384.77	\$2,089.17	\$295.60	\$116,149.83	\$134,486.53
189	09/02/2036	\$116,149.83	\$2,384.77	\$0.00	\$2,384.77	\$2,094.40	\$290.37	\$114,055.43	\$134,776.90
190	09/03/2036	\$114,055.43	\$2,384.77	\$0.00	\$2,384.77	\$2,099.63	\$285.14	\$111,955.80	\$135,062.04
191	09/04/2036	\$111,955.80	\$2,384.77	\$0.00	\$2,384.77	\$2,104.88	\$279.89	\$109,850.92	\$135,341.93
192	09/05/2036	\$109,850.92	\$2,384.77	\$0.00	\$2,384.77	\$2,110.14	\$274.63	\$107,740.78	\$135,616.56
193	09/06/2036	\$107,740.78	\$2,384.77	\$0.00	\$2,384.77	\$2,115.42	\$269.35	\$105,625.36	\$135,885.91
194	09/07/2036	\$105,625.36	\$2,384.77	\$0.00	\$2,384.77	\$2,120.71	\$264.06	\$103,504.66	\$136,149.97
195	09/08/2036	\$103,504.66	\$2,384.77	\$0.00	\$2,384.77	\$2,126.01	\$258.76	\$101,378.65	\$136,408.73
196	09/09/2036	\$101,378.65	\$2,384.77	\$0.00	\$2,384.77	\$2,131.32	\$253.45	\$99,247.33	\$136,662.18
197	09/10/2036	\$99,247.33	\$2,384.77	\$0.00	\$2,384.77	\$2,136.65	\$248.12	\$97,110.67	\$136,910.30
198	09/11/2036	\$97,110.67	\$2,384.77	\$0.00	\$2,384.77	\$2,141.99	\$242.78	\$94,968.68	\$137,153.08
199	09/12/2036	\$94,968.68	\$2,384.77	\$0.00	\$2,384.77	\$2,147.35	\$237.42	\$92,821.33	\$137,390.50
200	09/01/2037	\$92,821.33	\$2,384.77	\$0.00	\$2,384.77	\$2,152.72	\$232.05	\$90,668.62	\$137,622.55
201	09/02/2037	\$90,668.62	\$2,384.77	\$0.00	\$2,384.77	\$2,158.10	\$226.67	\$88,510.52	\$137,849.22
202	09/03/2037	\$88,510.52	\$2,384.77	\$0.00	\$2,384.77	\$2,163.49	\$221.28	\$86,347.03	\$138,070.50
203	09/04/2037	\$86,347.03	\$2,384.77	\$0.00	\$2,384.77	\$2,168.90	\$215.87	\$84,178.12	\$138,286.37
204	09/05/2037	\$84,178.12	\$2,384.77	\$0.00	\$2,384.77	\$2,174.32	\$210.45	\$82,003.80	\$138,496.81
205	09/06/2037	\$82,003.80	\$2,384.77	\$0.00	\$2,384.77	\$2,179.76	\$205.01	\$79,824.04	\$138,701.82
206	09/07/2037	\$79,824.04	\$2,384.77	\$0.00	\$2,384.77	\$2,185.21	\$199.56	\$77,638.83	\$138,901.38
207	09/08/2037	\$77,638.83	\$2,384.77	\$0.00	\$2,384.77	\$2,190.67	\$194.10	\$75,448.16	\$139,095.48
208	09/09/2037	\$75,448.16	\$2,384.77	\$0.00	\$2,384.77	\$2,196.15	\$188.62	\$73,252.01	\$139,284.10
209	09/10/2037	\$73,252.01	\$2,384.77	\$0.00	\$2,384.77	\$2,201.64	\$183.13	\$71,050.37	\$139,467.23
210	09/11/2037	\$71,050.37	\$2,384.77	\$0.00	\$2,384.77	\$2,207.14	\$177.63	\$68,843.22	\$139,644.85
211	09/12/2037	\$68,843.22	\$2,384.77	\$0.00	\$2,384.77	\$2,212.66	\$172.11	\$66,630.56	\$139,816.96
212	09/01/2038	\$66,630.56	\$2,384.77	\$0.00	\$2,384.77	\$2,218.19	\$166.58	\$64,412.37	\$139,983.54
213	09/02/2038	\$64,412.37	\$2,384.77	\$0.00	\$2,384.77	\$2,223.74	\$161.03	\$62,188.63	\$140,144.57
214	09/03/2038	\$62,188.63	\$2,384.77	\$0.00	\$2,384.77	\$2,229.30	\$155.47	\$59,959.33	\$140,300.04
215	09/04/2038	\$59,959.33	\$2,384.77	\$0.00	\$2,384.77	\$2,234.87	\$149.90	\$57,724.46	\$140,449.94
216	09/05/2038	\$57,724.46	\$2,384.77	\$0.00	\$2,384.77	\$2,240.46	\$144.31	\$55,484.00	\$140,594.25
217	09/06/2038	\$55,484.00	\$2,384.77	\$0.00	\$2,384.77	\$2,246.06	\$138.71	\$53,237.94	\$140,732.96
218	09/07/2038	\$53,237.94	\$2,384.77	\$0.00	\$2,384.77	\$2,251.67	\$133.09	\$50,986.27	\$140,866.06
219	09/08/2038	\$50,986.27	\$2,384.77	\$0.00	\$2,384.77	\$2,257.30	\$127.47	\$48,728.96	\$140,993.52
220	09/09/2038	\$48,728.96	\$2,384.77	\$0.00	\$2,384.77	\$2,262.95	\$121.82	\$46,466.02	\$141,115.34
221	09/10/2038	\$46,466.02	\$2,384.77	\$0.00	\$2,384.77	\$2,268.60	\$116.17	\$44,197.41	\$141,231.51
222	09/11/2038	\$44,197.41	\$2,384.77	\$0.00	\$2,384.77	\$2,274.28	\$110.49	\$41,923.14	\$141,342.00
223	09/12/2038	\$41,923.14	\$2,384.77	\$0.00	\$2,384.77	\$2,279.96	\$104.81	\$39,643.17	\$141,446.81
224	09/01/2039	\$39,643.17	\$2,384.77	\$0.00	\$2,384.77	\$2,285.66	\$99.11	\$37,357.51	\$141,545.92
225	09/02/2039	\$37,357.51	\$2,384.77	\$0.00	\$2,384.77	\$2,291.38	\$93.39	\$35,066.14	\$141,639.31
226	09/03/2039	\$35,066.14	\$2,384.77	\$0.00	\$2,384.77	\$2,297.10	\$87.67	\$32,769.03	\$141,726.98
227	09/04/2039	\$32,769.03	\$2,384.77	\$0.00	\$2,384.77	\$2,302.85	\$81.92	\$30,466.19	\$141,808.90
228	09/05/2039	\$30,466.19	\$2,384.77	\$0.00	\$2,384.77	\$2,308.60	\$76.17	\$28,157.58	\$141,885.07

PMT NO	PAYMENT DATE	BEGINNING BALANCE	SCHEDULE D PAYMENT	EXTRA PAYMENT	TOTAL PAYMENT	PRINCIPAL	INTEREST	ENDING BALANCE	CUMULATIVE INTEREST
229	09/06/2039	\$28,157.58	\$2,384.77	\$0.00	\$2,384.77	\$2,314.38	\$70.39	\$25,843.21	\$141,955.46
230	09/07/2039	\$25,843.21	\$2,384.77	\$0.00	\$2,384.77	\$2,320.16	\$64.61	\$23,523.04	\$142,020.07
231	09/08/2039	\$23,523.04	\$2,384.77	\$0.00	\$2,384.77	\$2,325.96	\$58.81	\$21,197.08	\$142,078.88
232	09/09/2039	\$21,197.08	\$2,384.77	\$0.00	\$2,384.77	\$2,331.78	\$52.99	\$18,865.30	\$142,131.87
233	09/10/2039	\$18,865.30	\$2,384.77	\$0.00	\$2,384.77	\$2,337.61	\$47.16	\$16,527.70	\$142,179.03
234	09/11/2039	\$16,527.70	\$2,384.77	\$0.00	\$2,384.77	\$2,343.45	\$41.32	\$14,184.25	\$142,220.35
235	09/12/2039	\$14,184.25	\$2,384.77	\$0.00	\$2,384.77	\$2,349.31	\$35.46	\$11,834.94	\$142,255.81
236	09/01/2040	\$11,834.94	\$2,384.77	\$0.00	\$2,384.77	\$2,355.18	\$29.59	\$9,479.76	\$142,285.40
237	09/02/2040	\$9,479.76	\$2,384.77	\$0.00	\$2,384.77	\$2,361.07	\$23.70	\$7,118.69	\$142,309.10
238	09/03/2040	\$7,118.69	\$2,384.77	\$0.00	\$2,384.77	\$2,366.97	\$17.80	\$4,751.71	\$142,326.89
239	09/04/2040	\$4,751.71	\$2,384.77	\$0.00	\$2,384.77	\$2,372.89	\$11.88	\$2,378.82	\$142,338.77
240	09/05/2040	\$2,378.82	\$2,384.77	\$0.00	\$2,378.82	\$2,372.88	\$5.95	\$0.00	\$142,344.72

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 8, 2020

MOVED BY: **Jacques Massie**

SECONDED BY: **Jeff Manley**

THAT the Council for the Township of North Glengarry receives the Staff Report No. TR2020-19; and

THAT the Council for the Township of North Glengarry receives By-law 25-2020 being a by-law to amend the User Fees and Charges for the Township of North Glengarry and that said by-law be adopted; and

THAT the Council instructs the Clerk's department to start the notification process regarding the changes.

Carried

Defeated

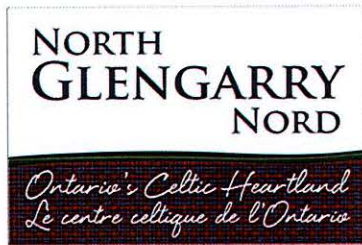
Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams
Councillor: Jacques Massie
Councillor: Brenda Noble
Councillor: Jeff Manley
Councillor: Johanne Wensink
Mayor: Jamie MacDonald

YEA	NEA
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Section 6 Item f



STAFF REPORT TO COUNCIL

Report No: TR2020-19

June 2, 2020

From: Kimberley Goyette – Director of Finance/Treasurer

RE: By-law 25-2020 amending User Fees and Charges By-law

Recommended Motion:

THAT the Council for the Township of North Glengarry receives the Staff Report No. TR2020-19; and

THAT the Council for the Township of North Glengarry receives By-law 25-2020 being a by-law to amend the User Fees and Charges for the Township of North Glengarry and that said by-law be adopted; and

THAT the Council instructs the Clerk's department to start the notification process regarding the changes.

Background / Analysis:

There are two areas of the current By-Law which needs amending. These will be addressed separately as follows:

Recreation:

In order to ensure that the Township's various user groups to have a complete understanding of the fees for the 2020 / 2021 recreation season, the Recreation Department recommends that the presently applicable User Fees and Charges By-Law be amended to reflect the 2021 User Fees and Charges for the Township's Recreation Facilities.

The value of 1.8%, which is equal to the consumer price index for 2020, was used to calculate the rate increase. Certain categories are excluded from that rate increase such as the Old Blades and youth programming for which in large part the fees remain the same as in 2020. Values are rounded up or down to an even dollar amount. The overall average increase to the rates is 1.55%

Municipal Civic Numbers:

A Municipal Civic Number By-law was passed by Council on April 27, 2020. In that By-law, an application for civic number is attached and once the application is submitted and approved, the civic address kit would be paid in full by the applicant at the Township office. The amount shall be set out in the Townships' Fees and Charges By-law as amended. The applicant would then go to Significo with the approved application and receipt from Township and get the civic address kit done. The owner will be responsible for the installation of the civic address in accordance with section 5 of the by-law.

This is the proposed process for getting a civic number;

1. The applicant shall fill out an application and submit it in person at 90 Main Street South, Alexandria or send it via email to the Chief Building Official at jacob@northglengarry.ca.
2. The Chief Building Official will go on site, evaluate, measure, record a GPS point and assign a civic number.
3. The GPS point will then be entered into our GIS System and the United Counties of Stormont, Dundas & Glengarry GIS and Mapping Services Department will be notified.
4. The municipal civic address number will be issued, and the applicant will be contacted via telephone.
5. The civic address kit shall be paid in full by the applicant at the Township office. The amount shall be set out in the Townships' Fees and Charges By-law as amended.
6. The applicant will go to *Significo* at 69 Main Street South, Alexandria (613-525-4776) with the approved application and receipt from Township and get the civic address kit done.
7. The owner shall be responsible for the installation of the civic address in accordance with section 5 of this by-law.

Significo was consulted before and agrees with the new process. They will now be charging the Township directly for the material needed to build the civic number kits only once they have the signed application by the Chief Building Official and receipt that it has been paid. They will also sell the parts separately as needed by homeowners or landowners and charge the Township, notifying us before so we can settle with the application first.

These are the proposed fees to be added to Schedule "E" of the Fees and Charges By-law;

- Civic Number Full Kit - \$180
- White Post Routed 8' - \$103
- Number Blade (white on blue) - \$70
- White Post Cap - \$7

Alternatives:

Option 1 – That Council adopts By-law 25-2020.

Option 2 – That Council declines the adoption of By-law 25-2020.

Financial Implications:

Recreation:

The review of Recreation Rates is a yearly exercise. Costs to operate the facilities have increased over the last year in large part due to utilities. and the minimum wage increase. Staff has aimed to increase pricing by 1.8% and, for the sake of convenience, rounded final numbers once the HST was applied.

In 2017 there were important changes to the rate structure at which time the Township adjusted rates to reflect the addition of HST to categories that were not considered as being part of the Township's programming structure. The Dome's rates were increased on average by 5% due to the extreme low pricing when compared to surrounding facilities. The Township is sensitive though to ensuring that the facilities are accessible by all and as a result several rates have either remained the same or seen minimal increases such as our drop-in activities (Shinny, Turf, Track).

Staff favours regular small annual increases which allow to better plan for the operational and capital needs of the recreational facilities, thus meeting the servicing level expectations of the community.

Municipal Civic Addressing:

The Township will now be charged directly for materials needed to build the civic number kits. The fees for the signs will offset the costs of the materials.

Attachments & Relevant Legislation:

By-law 25-2020
Changes to Recreation fee schedule

Others consulted:

Sarah Huskinson – Chief Administrative Officer / Clerk
Anne Leduc, Director of Community Services
Jacob Rheume, Director of Building, Bylaw and Planning

2020 / 2021 Rates		HST NOT INCLUDED	2020 Rates HST INCLUDED	% INCREASE from 2019 to 2020	HST NOT INCLUDED	2021 Rates HST INCLUDED	% INCREASE from 2020 to 2021
Description	Unit	2020	2020		2021	2021	
(5) ICE RENTAL FEES (GLENGARRY SPORTS PALACE + MAXVILLE & DISTRICT SPORTS)							
Minor Sports within the Township	Prime Time Hour	\$ 143.36	\$ 162.00	1.89%	\$ 146.02	\$ 165.00	1.85%
	Non Prime Time Hour	\$ 120.35	\$ 136.00	1.49%	\$ 122.12	\$ 138.00	1.47%
Regular rates	Prime Time Hour	\$ 172.57	\$ 195.00	1.56%	\$ 176.11	\$ 199.00	2.05%
	Non Prime Time Hour	\$ 147.79	\$ 167.00	1.83%	\$ 150.44	\$ 170.00	1.80%
Tournament	Hour	\$ 146.02	\$ 165.00	1.85%	\$ 148.67	\$ 168.00	1.82%
Summer (August) - Spring (April-May)	Hour	\$ 176.99	\$ 200.00	2.04%	\$ 180.53	\$ 204.00	2.00%
Old Blades	Per Player	\$ 8.85	\$ 10.00	11.11%	\$ 8.85	\$ 10.00	0.00%
Jr. B. Glens	Game	\$ 168.14	\$ 190.00	1.60%	\$ 170.80	\$ 193.00	1.58%
Jr. B. Glens	Practice	\$ 138.05	\$ 156.00	1.96%	\$ 140.71	\$ 159.00	1.92%
Hockey School	Flat Rate	\$ 94.69	\$ 107.00	1.90%	\$ 96.46	\$ 109.00	1.87%
School	Special Rate	\$ 77.88	\$ 88.00	2.33%	\$ 79.65	\$ 90.00	2.27%
Yearly Shinny Pass (No HST)	Yearly	\$ 105.00	\$ 105.00	1.94%	Cancel	Cancel	0.00%
Minor Shinny (No HST)	Player	\$ 5.00	\$ 5.00	0.00%	\$ 5.00	\$ 5.00	0.00%
Broom Ball	Hour	\$ 158.41	\$ 179.00	1.70%	\$ 161.06	\$ 182.00	1.68%
(6) ARENA FLOOR RENTAL FEES (GLENGARRY SPORTS PALACE + MAXVILLE & DISTRICT SPORTS)							
All Sports Programs	Hour	\$ 62.83	\$ 71.00	1.43%	\$ 63.72	\$ 72.00	1.41%
Parties - Receptions - Trade Shows - Auctions	Arena Floor Only	\$ 327.43	\$ 370.00	1.93%	\$ 333.63	\$ 377.00	1.89%
Parties - Receptions - Trade Shows - Auctions	Arena Floor & Hall	\$ 380.53	\$ 430.00	1.90%	\$ 387.61	\$ 438.00	1.86%
(6)(a) ICE & BOARD ADVERTISING (GLENGARRY SPORTS PALACE + MAXVILLE & DISTRICT SPORTS)							
Rink Boards - GSP & Maxville	Yearly	\$ 315.93	\$ 357.00	1.71%	\$ 321.24	\$ 363.00	1.68%
Wall Boards - GSP ONLY	Yearly	\$ 161.06	\$ 182.00	1.68%	\$ 163.72	\$ 185.00	1.65%
Wall Boards - MAXVILLE ONLY	Yearly	\$ 237.17	\$ 268.00	1.90%	\$ 241.59	\$ 273.00	1.87%
In-ice Logo (Sides) (+ one time set-up fee which is the responsibility of the advertiser average of \$350 depending on size) - GSP & Maxville	Yearly	\$ 450.44	\$ 509.00	1.80%	\$ 458.41	\$ 518.00	1.77%
Change-room Door (Per Door) (+ one time set-up fee which is the responsibility of the advertiser) - GSP & Maxville	Yearly	\$ 180.53	\$ 204.00	2.00%	\$ 184.07	\$ 208.00	1.96%
ADVERTISING PACKAGES							
In-ice Logo (Sides) + Change Room Door (5% Discount) - GSP & Maxville	Yearly	\$ 599.12	\$ 677.00	1.80%	\$ 609.73	\$ 689.00	1.77%
In-ice Logo (Sides) + Change Room Door + Rink Board (10% Discount) - GSP ONLY	Yearly	\$ 852.21	\$ 963.00	1.80%	\$ 867.26	\$ 980.00	1.77%
In-ice Logo (Sides) + Change Room Door + Wall Board (10% Discount) - MAXVILLE ONLY	Yearly	\$ 781.42	\$ 883.00	1.85%	\$ 795.58	\$ 899.00	1.81%
Advertizing for both Arenas - In-Ice Logo, Change Room Door, Rink Board (15% Discount) - GSP & Maxville	Yearly	\$ 1,542.48	\$ 1,743.00	1.81%	\$ 1,569.91	\$ 1,774.00	1.78%
(6)(b) RESURFACER ADVERTISING (GLENGARRY SPORTS PALACE + MAXVILLE & DISTRICT SPORTS)							
GSP Resurfacer (set-up is the responsibility of the advertiser)	Complete Unit - Yearly	\$ 1,832.74	\$ 2,071.00	1.82%	\$ 1,865.49	\$ 2,108.00	1.79%
Maxville Resurfacer (set-up is the responsibility of the advertiser)	Per Side - Yearly	\$ 395.58	\$ 447.00	1.82%	\$ 402.65	\$ 455.00	1.79%
(6)(e) COOLER ADVERTISING - GLENGARRY INDOOR SPORTS COMPLEX							
	Yearly	\$ 214.16	\$ 242.00	1.68%	\$ 217.70	\$ 246.00	1.65%
(7) FIELD RENTAL FEES (GLENGARRY SPORTS PALACE + MAXVILLE & DISTRICT SPORTS)							
Baseball Adults	Hour	\$ 16.81	\$ 19.00	2.70%	\$ 16.81	\$ 19.00	0.00%
Baseball Minors (No HST)	Hour	\$ 11.00	\$ 11.00	0.00%	\$ 11.00	\$ 11.00	0.00%
Tournaments for one day	Day	\$ 142.48	\$ 161.00	1.90%	\$ 145.13	\$ 164.00	1.86%
Tournaments for a weekend		\$ 225.66	\$ 255.00	2.00%	\$ 230.09	\$ 260.00	1.96%
Soccerfield Adult	Yearly	\$ 168.14	\$ 190.00	1.60%	\$ 170.80	\$ 193.00	1.58%
Soccerfield Minors	No Charge	N/C	N/C		N/C	N/C	
Soccer Teams outside of GSL	Hour	\$ 15.93	\$ 18.00	0.00%	\$ 15.93	\$ 18.00	0.00%

(8) BOARDROOM RENTAL FEES - GLENGARRY SPORTS PALACE							
All Rentals	Day	\$ 62.83	\$ 71.00	1.43%	\$ 63.72	\$ 72.00	1.41%
Non-Profit Organizations	(Max 5 rentals all facilities combined per year)	N/C	N/C		N/C	N/C	
(9) GONDOLA RENTAL FEES - MAXVILLE & DISTRICT SPORTS COMPLEXE							
All rentals	Per event	\$ 72.57	\$ 82.00	1.23%	\$ 73.45	\$ 83.00	1.22%
(10) BANQUET HALL RENTAL FEES - GLENGARRY SPORTS PALACE + MAXVILLE & DISTRICT SPORTS COMPLEX							
Hall rental with bar		\$ 215.93	\$ 244.00	1.67%	\$ 219.47	\$ 248.00	1.64%
Hall rental without bar		\$ 162.83	\$ 184.00	1.66%	\$ 165.49	\$ 187.00	1.63%
Meeting		\$ 136.28	\$ 154.00	1.99%	\$ 138.94	\$ 157.00	1.95%
Kitchen rental fees		\$ 107.08	\$ 121.00	1.68%	\$ 108.85	\$ 123.00	1.65%
Community Kitchen Program (No HST)		\$ 50.00	\$ 50.00	0.00%	\$ 50.00	\$ 50.00	0.00%
Minor Sports Programs	(1 rental included in max 5 rentals of facilities combined per year)	N/C	N/C		N/C	N/C	
Non-Profit Organizations	(1 rental included in max 5 rentals of facilities combined per year)	N/C	N/C		N/C	N/C	
Classes	Hour	\$ 27.43	\$ 31.00	3.33%	\$ 28.32	\$ 32.00	3.23%
(11) ISLAND PARK COMMUNITY BUILDING							
Non-Profit Organizations	(Max 5 rentals all facilities combined per year)	N/C	N/C		N/C	N/C	
Meeting	Hour	\$ 20.35	\$ 23.00	0.00%	\$ 20.35	\$ 23.00	0.00%
Hall rental with bar	Day	\$ 215.93	\$ 244.00	1.67%	\$ 219.47	\$ 248.00	1.64%
Hall rental without bar	Day	\$ 162.83	\$ 184.00	1.66%	\$ 165.49	\$ 187.00	1.63%
Hall Rental	Hour	\$ 32.74	\$ 37.00	2.78%	\$ 33.63	\$ 38.00	2.70%
Campers	Night	\$ 20.35	\$ 23.00	0.00%	\$ 21.24	\$ 24.00	4.35%
(12) INVESTIGATION SERVICE FEES							
Investigation regarding closed meeting		Cancelled	Cancelled		Cancelled	Cancelled	
(13) GLENGARRY INDOOR SPORTS COMPLEX							
Turf	Prime Time Hour	\$ 98.23	\$ 111.00	1.83%	\$ 100.00	\$ 113.00	1.80%
Turf	Non Prime Time Hour	\$ 74.34	\$ 84.00	1.20%	\$ 76.11	\$ 86.00	2.38%
Turf - School	Prime Time Hour	\$ 69.91	\$ 79.00	1.32%	\$ 70.80	\$ 80.00	1.27%
Turf - School	Non Prime Time Hour	\$ 52.21	\$ 59.00	2.38%	\$ 53.10	\$ 60.00	1.69%
Turf - Summer (May to August)	May to October	\$ 45.13	\$ 51.00	2.00%	\$ 46.02	\$ 52.00	1.96%
Turf - After School (no HST)	Monthly Pass	\$ 46.00	\$ 46.00	2.22%	\$ 47.00	\$ 47.00	2.17%
Turf - After School (no HST)	Daily Pass	\$ 6.00	\$ 6.00	0.00%	\$ 6.00	\$ 6.00	0.00%
Turf - Adult	Daily Pass	\$ 7.08	\$ 8.00	0.00%	\$ 7.08	\$ 8.00	0.00%
Track Adult	Season Pass	\$ 142.48	\$ 161.00	1.90%	\$ 145.13	\$ 164.00	1.86%
Track Senior (60+)	Season Pass	\$ 85.84	\$ 97.00	2.11%	\$ 87.61	\$ 99.00	2.06%
Track Junior (No HST)	Season Pass	\$ 68.00	\$ 68.00	1.49%	\$ 69.00	\$ 69.00	1.47%
Track - Adult Drop In	Daily Pass	\$ 6.19	\$ 7.00	0.00%	\$ 6.19	\$ 7.00	0.00%
Track - Monthly	Month Pass or 8 visit card	\$ 26.55	\$ 30.00	3.45%	\$ 27.43	\$ 31.00	3.33%
Track - Family	Season Pass	\$ 296.46	\$ 335.00	1.82%	\$ 301.77	\$ 341.00	1.79%
Tennis	1 Hour	\$ 23.01	\$ 26.00	0.00%	\$ 23.01	\$ 26.00	0.00%
Tennis	1.5 Hours	\$ 31.86	\$ 36.00	2.86%	\$ 32.74	\$ 37.00	2.78%
Tennis	2 Hours	\$ 36.28	\$ 41.00	2.50%	\$ 37.17	\$ 42.00	2.44%
Tennis Membership	Adult	\$ 353.10	\$ 399.00	1.79%	\$ 359.29	\$ 406.00	1.75%
Tennis Membership (No HST)	Minor	\$ 223.00	\$ 223.00	1.83%	\$ 227.00	\$ 227.00	1.79%
Additional guest	1 Hour	\$ 6.19	\$ 7.00	0.00%	\$ 6.19	\$ 7.00	0.00%
Lawn Bowling	3 Hours	\$ 35.40	\$ 40.00	2.56%	\$ 36.28	\$ 41.00	2.50%
Birthday Parties (No Hst)	12 children	\$ 211.00	\$ 211.00	1.93%	\$ 215.00	\$ 215.00	1.90%
Birthday Parties (No Hst)	Each additional child	\$ 13.00	\$ 13.00	1.96%	\$ 13.00	\$ 13.00	0.00%
				1.75%			1.55%

* 2015 - Auditors advised that pricing was not HST exempt. In 2016, pricing was kept the same but now included HST.

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW No. 25-2020

A by-law to amend By-law No. 01-2020 to establish user fees and charges administrated by the Corporation of the Township of North Glengarry.

WHEREAS Section 391.(1) of the Municipal Act states that despite any Act a municipality and a local board may pass by-laws imposing fees and charges on any class of persons;

AND WHEREAS the Municipality did adopt By-law No. 01-2020 on January 13, 2020;

AND WHEREAS the Municipality wishes to amend By-law No. 01-2020 as it pertains to 2020 fees and charges rate changes.

NOW THEREFORE the Corporation of the Township of North Glengarry, hereby enacts as follows:

1. That Schedule "A" rates structure be changed for Recreation Fees and Schedule "E" rates be added for Municipal Civic Numbers.
2. That By-law No. 01-2020 be amended.

READ a first, second, third time and enacted in Open Council, this day of , 2020

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I hereby certify this to be a true copy of By-law No. 25-2020 and that such by-law is in full force and effect.

Date Certified

CAO/Clerk / Deputy Clerk

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
FEES AND CHARGES BY-LAW NO. 25-2020**

SCHEDULE "A"

DESCRIPTION	2020	2021
(1) ADMINISTRATIVE SERVICES		
Tax Certificate	\$40.00	\$40.00
Water/Sewer Certificate	\$20.00	\$20.00
Tax and Water/Sewer confirmation previous year's taxes written documents on premises per property	\$10.00	\$10.00
Documents not on premises per property	\$25.00	\$25.00
Interest on tax arrears	1.25%/ month	1.25%/ month
Late Payment Charge Water/Sewer Invoice	5% of the current o/s balance	5% of the current o/s balance
Administration fees for charge back	25% of invoice to a max of \$200.00. All materials charged out are to be at cost	25% of invoice to a max of \$200.00. All materials charged out are to be at cost
Dumping Station on Leroux St. Alexandria	\$2.00	\$2.00
Marriage Licence	\$125.00	\$125.00
NSF cheques	\$20.00	\$20.00
Entrance Application	\$50.00	\$50.00
Agency letter of Approval	\$250.00	\$250.00
Fax Transmission	\$1.00/page	\$1.00/page
First 10 photocopies	\$.50/page	\$.50/page
additional photocopies	\$.15/page	\$.15/page
Fire Fees Inspections	\$150.00 for original visit & inspection for compliance, any additional visits up to compliance \$150.00 per visit	\$150.00 for original visit & inspection for compliance, any additional visits up to compliance \$150.00 per visit
Fire Guard after fire	Full cost recovery	Full cost recovery
False Alarms within (1) year - 1st False alarm	no charge	no charge
Second false alarm -	Notice advising of possible charges	Notice advising of possible charges
Third false alarm	Full cost recovery	Full cost recovery
Garbage - extra garbage tags	\$3.00 each	\$3.00 each
Recycling blue & grey boxes	\$3.00 each for 1 or 2 boxes, \$10.00 each for 3rd and more.	\$3.00 each for 1 or 2 boxes, \$10.00 each for 3rd and more.
Composters	\$40.00 each	\$40.00 each
(2) TIPPING FEES - Policies governing the use of the Municipal landfill Sites		
Large items such as fridges, stoves, furniture	\$10.00 per item	\$10.00 per item
Residential loads (excluding construction, demolition & renovation materials) will be \$25.00/compacted cubic meter.		
(3) ROAD CREW CHARGE OUT RATES		
Operator	35.00/hr	35.00/hr
Foreman	40.00/hr	40.00/hr
Utility Installation Approvals	\$75.00	\$75.00
"Equipment rates will be charged out based on the most recent version of Ontario Provincial Standard Specification #127 as amended from time to time."		
(4) DOGS LICENCE FEES		
Dog licence	\$25.00 per licence/tag	\$25.00 per licence/tag
Replacement licence	\$10.00 per licence/tag	\$10.00 per licence/tag
Guide or Lead dog	no charge	no charge
Kennel licence	\$280.00 per licence	\$280.00 per licence
Boarding Kennel Licence	\$280.00 per licence	\$280.00 per licence
Release fee: first time	actual expenses	actual expenses
Release fee: second time	\$25.00 plus expenses	\$25.00 plus expenses
Release fee: third time	\$100.00 plus expenses	\$100.00 plus expenses
Release fee: fourth time	\$200.00 plus expenses	\$200.00 plus expenses

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
FEES AND CHARGES BY-LAW NO. 25-2020**

SCHEDULE "A"

DESCRIPTION	2020	2021
(5) ICE RENTAL FEES - GLENGARRY SPORTS PALACE & MAXVILLE AND DISTRICT SPORTS COMPLEX		
Minor Sports within the Twp (Prime Time)	\$162.00/hr HST incl.	\$165.00/hr HST incl.
(Non Prime Time)	\$136.00/hr HST incl.	\$138.00/hr HST incl.
Regular Rates (Prime Time)	\$195.00/hr HST incl.	\$199.00/hr HST incl.
(Non Prime Time)	\$167.00/hr HST incl.	\$170.00/hr HST incl.
Tournament	\$165.00/hr HST incl.	\$168.00/hr HST incl.
Spring (April - May)	\$200.00/hr HST incl.	\$204.00/hr HST incl.
Old Blades (50 years +)	\$10.00/player HST incl.	\$10.00/player HST incl.
Jr. B. Glens	\$190.00/hr HST incl.	\$193.00/hr HST incl.
Jr. B. Glens - Practice	\$156.00/hr HST incl.	\$159.00/hr HST incl.
Hockey School Flat Rate	\$107.00/hr HST incl.	\$109.00/hr HST incl.
School Special Rate	\$88.00/hr HST incl.	\$90.00/hr HST incl.
Yearly Shinny Pass (no HST)	\$105.00/player	cancelled
Minor Shinny (no HST)	\$5.00/player	\$5.00/player
Broomball Rates (hour)	\$179.00 per player HST incl.	\$182.00 per player HST incl.
(6) ARENA FLOOR RENTAL FEES - GLENGARRY SPORTS PALACE & MAXVILLE & DISTRICT SPORTS COMPLEX		
All Sports Programs:	\$71.00/hr HST incl.	\$72.00/hr HST incl.
Parties-Receptions-Trade Shows Auctions	Arena floor only - \$370.00 HST incl.	Arena floor only - \$377.00 HST incl.
	Arena floor & Hall - \$430.00 HST incl.	Arena floor & Hall - \$438.00 HST incl.
(6)(a) ICE & BOARD ADVERTISING - GLENGARRY SPORTS PALACE		
Rink boards - Yearly	\$357.00 HST incl.	\$363.00 HST incl.
Wall Boards. Yearly	\$182.00 HST incl.	\$185.00 HST incl.
In-ice Logo (Sides) (+ one time set-up fee which is the responsibility of the advertiser average of \$350 depending on size) Yearly	\$509.00 HST incl.	\$518.00 HST incl.
Change-room Door (Per Door) (+ one time set-up fee which is the responsibility of the advertiser) Yearly	\$204.00 HST incl.	\$208.00 HST incl.
In-ice Logo (Sides) + Change Room Door (5% Discount) Yearly	\$677.00 HST incl.	\$689.00 HST incl.
In-ice Logo (Sides) + Change Room Door + Rink Board (10% Discount) Yearly	\$963.00 HST incl.	\$980.00 HST incl.
Olympia Advertising (set-up is the responsibility of the advertiser. Yearly	\$2071.00 HST incl.	\$2108.00 HST incl.
Advertising for both Arenas - In ice Logo, Change Room Door, Rink Board (15% Discount) Yearly	\$1743.00 HST incl.	\$1774.00 HST incl.
(6)(b) ICE & BOARD ADVERTISING - MAXVILLE & DISTRICT SPORTS COMPLEX		
Rink boards - Yearly	\$357.00 HST incl.	\$363.00 HST incl.
Wall Boards. Yearly	\$268.00 HST incl.	\$273.00 HST incl.
In ice Logo (Sides) (+ one time set-up fee which is the responsibility of the advertiser average of \$350 depending on size) Yearly	\$509.00 HST incl.	\$518.00 HST incl.
Change-room Door (Per Door) (+ one time set-up fee which is the responsibility of the advertiser) Yearly	\$204.00 HST incl.	\$208.00 HST incl.
In-ice Logo (Sides) + Change Room Door (5% Discount) Yearly	\$677.00 HST incl.	\$689.00 HST incl.
In-ice Logo (Sides) + Change Room Door + Wall Board 10% Discount) Yearly	\$883.00 HST incl.	\$899.00 HST incl.

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
FEES AND CHARGES BY-LAW NO. 25-2020**

SCHEDULE "A"

DESCRIPTION	2020	2021
Advertizing for both Arenas - In-ice Logo, Change Room Door, Rink Board (15% Discount) Yearly	\$1743.00 HST incl.	\$1774.00 HST incl.
(6)(c) OLYMPIA ADVERTISING - MAXVILLE & DISTRICT SPORTS COMPLEX		
Olympia Advertising PER SIDE (set-up is the responsibility of the advertiser) Yearly	\$447.00 HST incl.	\$455.00 HST incl.
(6)(d) COOLER ADVERTISING - GLENGARRY INDOOR SPORTS COMPLEX		
Yearly	\$242.00 HST incl.	\$246.00 HST incl.
(7) FIELD RENTAL FEES - GLENGARRY SPORTS PALACE & MAXVILLE & DISTRICT SPORTS COMPLEX		
Baseball Adults	\$19.00/hr HST incl.	\$19.00/hr HST incl.
Baseball Minors (no HST)	\$11.00/hr	\$11.00/hr
Tournaments for one day	\$161.00 HST incl.	\$164.00 HST incl.
Tournaments for a weekend	\$255.00 HST incl.	\$260.00 HST incl.
Soccerfield Adults	\$190.00 HST incl.	\$193.00 HST incl.
Soccerfield Minors	N/C	N/C
Teams outside of GSL (Minor) (no HST)	\$18.00/hr	\$18.00/hr
(8) BOARDROOM RENTAL FEES - GLENGARRY SPORTS PALACE		
All Rentals	\$71.00/day HST incl.	\$72.00/day HST incl.
Non-Profit organizations	N/C	N/C
Max of 5 rentals all facilities combined /yrs		
(9) GONDOLA RENTAL FEES - MAXVILLE & DISTRICT SPORTS COMPLEX		
All Rentals per event	\$82.00 HST incl.	\$83.00 HST incl.
(10) BANQUET HALL RENTAL FEES - GLENGARRY SPORTS PALACE & MAXVILLE & DISTRICT SPORTS COMPLEX		
Hall rental with bar	\$244.00 HST incl.	\$248.00 HST incl.
Hall rental without bar	\$184.00 HST incl.	\$187.00 HST incl.
Meeting	\$154.00 HST incl.	\$157.00 HST incl.
Kitchen rental fees	\$121.00 HST incl.	\$123.00 HST incl.
Community Kitchen Program (No HST)	\$50.00	\$50.00
Minor Sports Programs (Max 5 rentals all facilities combined per year)	N/C	N/C
Non profit organization (Max 5 rentals all facilities combined per year)	N/C	N/C
Classes	\$31.00/hr HST incl.	\$32.00/hr HST incl.
(11) ISLAND PARK COMMUNITY BUILDING		
Non profit organization (Max 5 rentals all facilities combined per year)	N/C	N/C
Meetings	\$23.00/hr. HST incl.	\$23.00/hr. HST incl.
Hall rental with bar	\$244.00/day HST incl.	\$248.00/day HST incl.
Hall rental without bar	\$184.00/day HST incl.	\$187.00/day HST incl.
Hall Rental	\$37.00/hr. HST incl.	\$38.00/hr. HST incl.
Campers	\$23.00/night HST incl.	\$24.00/night HST incl.
(12) INVESTIGATION SERVICES FEE		
Investigation regarding closed meeting	Cancelled	Cancelled

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
FEES AND CHARGES BY-LAW NO. 25-2020**

SCHEDULE "A"

DESCRIPTION	2020	2021
(13) GLENGARRY INDOOR SPORTS COMPLEX		
Turf - Prime Time hourly	\$111.00 HST incl.	\$113.00 HST incl.
Turf - Non Prime Time hour	\$84.00 HST incl.	\$86.00 HST incl.
Turf - School Prime Time Hour	\$79.00 HST incl.	\$80.00 HST incl.
Turf-School-Non Prime Time Hour	\$59.00 HST incl.	\$60.00 HST incl.
Turf - Summer Hourly (May to October)	\$51.00 HST incl.	\$52.00 HST incl.
Turf-Junior After School Monthly pass (no HST)	\$46.00	\$47.00
Turf - Youth Drop In (per time) (No HST)	\$6.00	\$6.00
Turf - Adult Per Time	\$8.00 HST incl.	\$8.00 HST incl.
Track - Adult Season Pass	\$161.00 HST incl.	\$164.00 HST incl.
Track - Senior Season Pass (60 +)	\$97.00 HST incl.	\$99.00 HST incl.
Track - Junior Season Pass (No HST)	\$68.00	\$69.00
Track - Drop in - Daily Pass	\$7.00 HST incl.	\$7.00 HST incl.
Track - Monthly Pass or 8 visit card	\$30.00 HST incl.	\$31.00 HST incl.
Track - Family Season Pass	\$335.00 HST incl.	\$341.00 HST incl.
Tennis - 1 hr	\$26.00 HST incl.	\$26.00 HST incl.
Tennis - 1.5 hr	\$36.00 HST incl.	\$37.00 HST incl.
Tennis - 2 hr	\$41.00 HST incl.	\$42.00 HST incl.
Tennis Membership- Adult	\$399.00 HST incl.	\$406.00 HST incl.
Tennis Membership Minor (No HST)	\$223.00	\$227.00
Additional guest 1 hr	\$7.00 HST incl.	\$7.00 HST incl.
Lawn Bowling 3 hours	\$40.00 HST incl.	\$41.00 HST incl.
Birthday parties for 10 children (No HST)	\$211.00	\$215.00
Each Additional child (No HST)	\$13.00	\$13.00

SCHEDULE "B"

DESCRIPTION	2020	2021
LOTTERY LICENCES		
Lottery Licences	3% of value of prize	3% of value of prize

SCHEDULE "C"

DESCRIPTION	2020	2021
SWIMMING POOL AND FENCES		
Swimming pool & fence	included in schedule "F"	included in schedule "F"

SCHEDULE "D"

DESCRIPTION	2020	2021
DRAINAGE INSPECTION FEES		
Drainage Inspection	\$75.00	\$75.00

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
FEES AND CHARGES BY-LAW NO. 25-2020**

SCHEDULE "A"

DESCRIPTION	2020	2021
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SCHEDULE "E"

DESCRIPTION	2020	2021
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PLANNING FEES

Official Plan Amendment	\$2,500.00	\$2,500.00
Zoning By-law Amendment	\$1,500.00	\$1,500.00
Temporary Use By-Law	\$750.00	\$750.00
Minor Variance or Authorization	\$500.00	\$500.00
Land Severance/Consent (review)	\$500.00	\$500.00
Cash & lieu of Parkland	\$1000.00 per severance	\$1000.00 per severance
Site Plan Agreement - Residential	\$1000.00 + fee of 2%	\$1000.00 + fee of 2%
	of the total estimated cost of	of the total estimated cost of
	constructing the facilities.	constructing the facilities.
Site Plan Agreement - Industrial/ Commercial/Institutional	\$2000.00 + fee of 2%	\$2000.00 + fee of 2%
	of the total estimated cost of	of the total estimated cost of
	constructing the facilities.	constructing the facilities.
Plan of Condominium	\$100.00/unit (+)	\$100.00/unit (+)
Draft Plan of Subdivision Application	\$75.00/residential lot	\$75.00/residential lot
	Minimum of \$1,000.00	Minimum of \$1,000.00
	Maximum of \$2,200.00	Maximum of \$2,200.00
Subdivision Agreement	\$5,000.00 Deposit +/-	\$5,000.00 Deposit +/-
Work Surveillance	2% /estimated cost of works	2% /estimated cost of works
Financial securities	\$75.00	\$75.00
Letter of Compliance	\$60.00	\$60.00
Encroachment	\$200.00 + registration fees	\$200.00 + registration fees
Lifting 0.30 metre reserve	\$150.00 + additional fees	\$150.00 + additional fees
Dedication R.O.W.	\$150.00 + legal eng/survey fees	\$150.00 + legal eng/survey fees
Cash-in-lieu of Parking	\$100.00 + cash-in-lieu	\$100.00 + cash-in-lieu
Cash-in-lieu of Parkland	as per Planning Act	as per Planning Act
Part Lot Control Removal	\$250.00/by-law+legal, eng/survey	\$250.00/by-law+legal, eng/survey
Zoning Compliance	\$40.00	\$40.00
Written replies to inquiries	\$35.00	\$35.00
Consent under Planning Act (if required)	\$150.00	\$500.00
Work Orders	\$50.00	\$50.00
Registered Work Orders & Removal of same	Cost + \$300.00	Cost + \$300.00
Zoning By-law	\$45.00	\$45.00
Official Plan	\$30.00	\$30.00
Signs: Permit application fee	\$30.00 per sq. meter	\$30.00 per sq. meter
Minor Variance application for signs	\$150.00	\$150.00
Civic Number Full Kit	\$180.00	\$180.00
White Post Routed 8'	\$103.00	\$103.00
Number Blade (white and blue)	\$70.00	\$70.00
White Post Cap	\$7.00	\$7.00

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
FEES AND CHARGES BY-LAW NO.25-2020**

SCHEDULE "F"			
DESCRIPTION	2020	2021	
CLASSES OF PERMITS & PERMIT FEES			
	Class of Permit		
Construction			
1	Residential Dwellings Units	\$500. base fee +.65¢/sqft	\$500. base fee +.65¢/sqft
2	Residential Additions	\$100.00 + .67¢/sq.ft.+min.	\$100.00 + .70¢/sq.ft.+min.
3	Residential Renovations and Repairs	\$150.00 +\$ 7.00/ \$1000 of construction value	\$150.00 +\$ 7.00/ \$1000 of construction value
4	New siding and/or exterior foam board insulation	\$100.00	\$100.00
5	Replacement of Insulation only	\$100.00	\$100.00
6	Replacement of roof sheathing	\$125.00	\$125.00
7	Minor Foundation repair	\$125.00	\$125.00
8	Residential Accessory Buildings and Carports	.50¢/sqft min.\$100	.50¢/sqft min.\$100
9	Accessory Apartment and Suites	\$220.00	\$220.00
10	Veranda, Balcony or Gazebo	\$50.00 +.36¢/sqft	\$50.00 +.36¢/sqft
11	Attached or detached deck	\$50.00 +.36¢/sqft	\$50.00 +.36¢/sqft
12	Mobile Home Installation	\$330.00	\$330.00
13	Solid Fuel Burning Appliances	\$100.00	\$100.00
Pools			
14	Private above ground swimming pool	\$110.00	\$110.00
15	Private in-ground swimming pool	\$160.00	\$160.00
16	Deck serving pool	.36¢/sqft	.36¢/sqft
Commercial			
17	Institutional, Commercial and Assembly Buildings & Additions	\$200.00 base fee + .62¢/sq.ft.	\$200.00 base fee + .62¢/sq.ft.
18	Industrial Buildings & Additions	\$200.00 base fee + .59¢/sq.ft.	\$200.00 base fee + .62¢/sq.ft.
19	Accessory Buildings to Commercial/Industrial/Institutional	\$150.00 base fee + .62¢/sq.ft.	\$150.00 base fee + .62¢/sq.ft.
20	Commercial/Industrial/Institutional Renovations/Repairs	\$150.00 +\$13.80/\$1000 of construction value	\$150.00 +\$13.80/\$1000 of construction value
21	Restaurant or Takeout Installation	\$500.00	\$500.00
Farming			
22	Farms Buildings	.33¢/sq.ft.	.33¢/sq.ft.
23	Accessory Farm Buildings (other than those listed bellow) & Additions	.33/sqft min. \$150	.33/sqft min. \$150
24	Fabric Covered Structures	.33¢/sq.ft.	.33¢/sq.ft.
25	Greenhouses	.27¢/sq.ft.	.27¢/sq.ft.
26	Agricultural Renovations/Repairs	\$ 100.00 +\$ 7.00/ \$1000 of construction value	\$ 100.00 +\$ 7.00/ \$1000 of construction value
27	Lagoons /Manure pit	\$ 245.00 per structure	\$ 245.00 per structure
28	Silos	\$ 245.00 per structure	\$ 245.00 per structure
Plumbing			
29	Residential		
	Up to 5 fixtures	\$60.00	\$60.00
	Each additional fixtures	\$12.00	\$12.00
	Building drains	\$25.00	\$25.00
	Stacks	\$20.00	\$20.00
30	Other Building		
	Up to 5 fixtures	\$80.00	\$80.00
	Each additional fixtures	\$14.00	\$14.00
	Building drains	\$30.00	\$30.00
	Stacks	\$25.00	\$25.00
Other Types			
31	Tents greater than 60 meter square	\$55.00	\$55.00
32	Change of Use Permit	\$250.00	\$250.00
33	Transfer of Permit	\$100.00	\$100.00
34	Conditional Permit Agreement	\$265.00	\$265.00
35	Communications Tower	\$500.00	\$500.00
Demolition			
36	Demolition - Residential Accessory Building	\$65.00/structure	\$65.00/structure
37	Demolition - Residential	\$125.00	\$125.00
38	Demolition - Farm	\$65.00/Structure	\$65.00/Structure
39	Demolition - Commercial/Institutional Accessory	\$150.00/structure	\$150.00/structure
40	Demolition - Commercial/Institutional	\$300.00	\$300.00

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
FEES AND CHARGES BY-LAW NO.25-2020**

SCHEDULE "F"			
DESCRIPTION		2020	2021
CLASSES OF PERMITS & PERMIT FEES			
Permit Renewal			
41	Renewal of Residential permit where permit is \$100 or less (no deposit)	\$75.00	\$75.00
42	Renewal of Residential permit where permit is \$100 or more (no deposit)	40% of permit fee min. \$100	40% of permit fee min. \$100
43	Renewal of Agricultural permit where permit is \$100 or less (no deposit)	\$50.00	\$50.00
44	Renewal of Agricultural permit where permit is \$100 or more (no deposit)	35% of permit fee min. \$100	35% of permit fee min. \$100
45	Renewal of other permit (no deposit)	30% of permit fee min. \$200	30% of permit fee min. \$200
46	Renewal of old septic permit	\$185 up to a max. of 2 yrs. renewal	\$185 up to a max. of 2 yrs. renewal
Septic			
New Construction / Replacement			
47	Class 4 & 5 sewage system, less than 4,000 liters/day:	\$810.00	\$810.00
	**System requiring annual maintenance		
	**Other	\$735.00	\$735.00
48	Repeat Class 4 & 5 (less than 4,000 liters) Inspections	\$185.00	\$185.00
49	Class 4 & 5 sewage system, 4,000 liters or more/day:	\$1,180.00	\$1,180.00
	**System requiring annual maintenance		
	**Other	\$1,070.00	\$1,070.00
50	Repeat Class 4 & 5 (4,000 liters or more) Inspections	\$230.00	\$230.00
51	Class 2 (Grey water) & Class 3 (Cesspool) Septic	\$370.00	\$370.00
52	Repeat Class 2 & Class 3 Inspections	\$185.00	\$185.00
Treatment Unit Alterations (no changes to disposal field)			
53	Replacement/Enlargement/Relocation	\$370.00	\$370.00
54	Repeat Inspections	\$185.00	\$185.00
55	Adding Tertiary Treatment	\$370.00	\$370.00
56	Repeat Inspections	\$185.00	\$185.00
57	Tertiary Treatment Unit Repair	\$185.00	\$185.00
Disposal System Alterations			
58	Adding Pumping /Dosing System	\$370.00	\$370.00
59	Repeat Inspections	\$185.00	\$185.00
60	Repair Pumping/Dosing System	\$185.00	\$185.00
61	Material Alteration	\$735.00	\$735.00
62	Minor repair (ie. Level header	\$185.00	\$185.00
63	Installation of Filters/Risers	\$185.00	\$185.00
Permit Revisions (Certificate of Change)			
64	Change of tertiary treatment unit type	\$185.00	\$185.00
65	Pipes and Stone to Chambers (equal area)	\$370.00	\$370.00
66	Chambers to Pipes and Stone (increase)	\$370.00	\$370.00
67	Pipes and Stone to Chambers (reduction)	\$370.00	\$370.00
68	Additional of Fixtures or Living Area (no design flow increase)	\$185.00	\$185.00
69	Increased design flow and/or elevations changes	\$185.00	\$185.00
70	Change in type of system (ie. Conventional to Tertiary)	\$370.00	\$370.00
71	Different locations on property (site evaluation)	\$185.00	\$185.00
72	Repeat Inspections	\$185.00	\$185.00
Permit Cancellation and Transfers			
75	Administrative Revision	\$94.00	\$94.00
76	Owner cancels application (no inspection done)	80%	80%
77	Owner cancels application (no permit done)	50%	50%
	Owner cancels application (permit issued)	33%	33%
78	Owner changes designer or contractor	\$370.00	\$370.00

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
FEES AND CHARGES BY-LAW NO.25-2020**

SCHEDULE "F"			
DESCRIPTION	2020	2021	
CLASSES OF PERMITS & PERMIT FEES			
	Renovations / Change of Use Permit		
79	File Search / Review (no letter provided)	\$50.00	\$50.00
80	File Search / Review (letter provided)	\$160.00	\$160.00
	File Searches		
81	File Searches (images only)	\$50.00	\$50.00
82	Images and Legal report	\$70.00	\$70.00
Additional fees			
83	Building without a permit (single storey deck)	75% cost of permit + % of Order issued - min. \$50	75% cost of permit + % of Order issued - min. \$50
84	Building without a permit	75% cost of permit + % of Order issued - min. \$150	75% cost of permit + % of Order issued - min. \$150
85	Installing a sewage system without a permit	50% cost of permit + % of Order issued - min. \$200	50% cost of permit + % of Order issued - min. \$200
86	Order to comply issued	20%	20%
87	Unsafe Order issued	25%	25%
88	Stop Work Order issued	40%	40%
89	Emergency Order issued	100%	100%
90	Order not to cover issued	\$80.00	\$80.00
91	Order to uncover issued	\$150.00	\$150.00
92	Order Prohibiting Occupancy	\$100.00	\$100.00
93	Property Standards Order Issued	35% additional fee to permit	35% additional fee to permit
94	Property Standards Appeal	\$100.00	\$100.00
95	Repeat Inspection	\$50.00	\$50.00
Labour			
96	Where the Township undertakes to complete to work required to comply with any order	Cost of the work + 30% administrative fee	Cost of the work + 30% administrative fee
97	Where the Township undertakes to complete to work required to comply with a by-law		
Certificates			
98	Register Order on Title	Legal fees plus \$150.00	Legal fees plus \$150.00
98	File search for Certificate of approval and use permit	\$70.00	\$70.00
99	Removal of non-compliance notice registered against property	\$500.00 (plus lawyer fees)	\$500.00 (plus lawyer fees)
100	Miscellaneous Inspections	\$125.00	\$125.00

Schedule "F" to Fees and Charges By-Law 25-2020

Administration Performance Deposit

Class of Permit	Administration Performance
17,18	\$ 3,000.00
1,19	\$ 2,000.00
20, 21, 22	\$1, 500.00
2, 23	\$ 500.00
12, 24, 35	\$ 300.00
8,9,25,26,27,28,30,32	\$ 200.00
3,4,5,6,7,10,11,13,14,15,16,29	\$100.00
31,33,36 to 39	Not applicable

Conditional Permit #34	Bond
Residential	\$1,000.00
Farm	\$1,000.00
Other – Part 9 Building	\$2,000.00
Other – Part 3 Building	\$5,000.00

Notes to Schedule "F"

- 1) The amount of the administration performance deposit will be calculated according to the class of permit as determined by Schedule "F" of this by-law and is payable at the time of the application.

- 2) In the event that the applicant abandons their project the administration performance deposit shall be retained in full by the municipality. Once the permit has been issued therefore by the Chief Building Official the administration performance deposit will be refunded in whole or in part to the permit holder in accordance with the following provisions
 - (a) One hundred (100%) per cent of the administration performance deposit is to be refunded if construction is fully completed within one (1) year of the date of the issuance of the building permit.
 - (b) Seventy five (75%) per cent of the administration performance deposit is to be refunded if construction is fully completed within two (2) years of the date of issuance of the building permit.
 - (c) Fifty (50%) per cent of the administration performance deposit is to be refunded if construction is fully completed within three (3) years of the date of the issuance of the building permit.
 - (d) Twenty five (25%) per cent of the administration performance deposit is to be refunded if construction is fully completed within four (4) years of the date of the issuance of the building permit.

- (e) No refund of the administration performance deposit will be awarded if construction is not fully completed within four (4) years. This will not relieve the permit holder and/or the contractor of obligations under any provisions of any By-Law, the Building Code Act or regulations made thereunder.
- 3. The refund of the whole or part of the administration performance deposit shall not be deemed a waiver of any provisions of any By-Law or requirements of the Building Code Act or regulations made thereunder. Also, the refund should not be construed as a certification or guarantee that the building for which a permit was issued meets all the requirements of the Building Code Act or regulations made thereunder.
- 4. Any project subject to a site plan agreement where securities are imposed, a deposit shall not be required.
- 5. In the event that the permit fee is less than the deposit, at the discretion of the building department, the deposit fee can be rounded up to the nearest one hundred dollar.

CONDITIONAL PERMITS – BOND:

- 6. The bond fee for conditional permits will be calculated according to the use and size of the building as determined by Schedule “F” of this by-law and is payable at the time of the application.
- 7. A conditional permit will require the owner(s) or authorized agent to agree with all of the conditions imposed by the Township. A bond will be required as per the use and building size. In the event that the owner (s), authorized agent, contractor or any person involved in the project does not comply with a term in the agreement, the bond will be automatically forfeited to the Township.
- 8. Where a conditional permit is issued and a term is not complied with, the Chief Building Official may revoke the permit as authorized in 8.(10) of the Ontario Building Code Act,.
- 9. A conditional permit bond fee does not relieve the requirements of submitting an administration performance deposit when the permit is obtained.
- 10. In the event that all terms have been complied with and a full permit is obtained, the bond fee will be reimbursed in full.

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
FEES AND CHARGES BY-LAW NO. 25-2020**

SCHEDULE "G"

DESCRIPTION	2020	2021
1) WATERWORKS MONTHLY RATE STRUCTURE		
WATER RATES		
Residential/Commercial/Large Users	First 15m ³ - \$66.70	First 15m ³ - \$66.70
	Balance \$1.94/m ³	Balance \$1.94/m ³
SANITARY SEWER RATES		
Residential/Commercial/Large Users	First 15m ³ - \$34.13	First 15m ³ - \$34.13
	Balance 1.10/m ³	Balance 1.10/m ³
SANITARY SEWER RATES (for those without meters)		
Residential/Commercial/Large Users	\$34.13 Flat Rate	\$34.13 Flat Rate
2) WATERWORKS FEES ASSOCIATED WITH BILLING		
Re-connection fee due to non payment	during regular hours \$60.00	during regular hours \$60.00
	after regular hours \$150.00	after regular hours \$150.00
Re-connection fee due to plumbing	no charge	no charge
	after regular hours \$150.00	after regular hours \$150.00
deposit w/s for tenants Alex & Maxville	\$250.00	\$250.00
deposit water for tenants Glen Robertson	\$150.00	\$150.00
Large Commercial/Institutional water use	\$500.00	\$500.00
Water works staff charge out rate	\$29.00/hr + 22%	\$35.00/hr
Foreman charge out rate	\$30.00/hr + 22%	\$40.00/hr
Water works Manager charge out rate	\$35.00/hr + 22%	\$55.00/hr
3) SERVICE CONNECTION FEES / Residential - Commercial		
¾" Water serv. connection + meter connection	\$2500.00*	\$2500.00*
1" Water serv. connection + meter connection	\$3000.00*	\$3000.00*
1½" Water serv. connection + meter connection	\$3250.00*	\$3250.00*
2" Water serv. connection + meter connection	\$3500.00*	\$3500.00*
3" Water serv. connection + meter connection	\$4000.00*	\$4000.00*
4" Water serv. connection + meter connection	\$5000.00*	\$5000.00*
6" Water serv. connection + meter connection	\$6000.00*	\$6000.00*
each add residential household equivalent	\$1000.00*	\$1000.00*
*meter connection = meter, back flow preventor, all connection material.		
3) SANITARY SERVICE CONNECTION FEES		
100 mm connection (1 Household equivalent)	\$2,500.00	\$2,500.00
200 mm connection (1 Household equivalent)	\$3,500.00	\$3,500.00
each add residential Unit (household equivalent)	\$1,000.00	\$1,000.00
4) WATER RATES FOR TANKERS		
service charge for fill ups 1-5m;	\$3.38/m ³ + \$10.00 filling time	\$3.38/m ³ + \$10.00 filling time
6m +	\$3.38/m ³ + \$40.00 filling time	\$3.38/m ³ + \$40.00 filling time
After regular hours	\$3.38/m ³ + \$120.00 filling time	\$3.38/m ³ + \$120.00 filling time

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 8, 2020

MOVED BY: **Brenda Noble**

SECONDED BY: **Jacques Massie**

THAT the Council of the Township of North Glengarry approve the Clear-Cutting By-law Public Consultation Process proposed within Staff Report No. BP-2020-18.

Carried

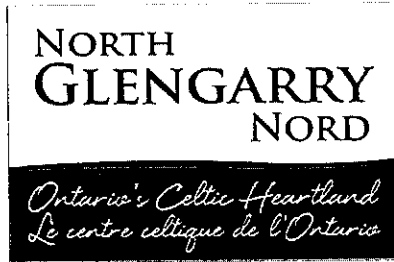
Defeated

Deferred

MAYOR / DEPUTY MAYOR

	YEA	NEA
Deputy Mayor: Carma Williams	_____	_____
Councillor: Jacques Massie	_____	_____
Councillor: Brenda Noble	_____	_____
Councillor: Jeff Manley	_____	_____
Councillor: Johanne Wensink	_____	_____
Mayor: Jamie MacDonald	_____	_____

Section 6 Item g



CLEAR CUTTING BY-LAW PUBLIC CONSULTATION PROCESS

Report No: BP-2020-18

June 8, 2020

From: Kasia Olszewska, Planner

RE: Clear Cutting By-law Public Consultation Process

Recommended Motion:

THAT the Council of the Township of North Glengarry approve the Clear-Cutting By-law Public Consultation Process proposed within Staff Report No. BP-2020-18.

Background / Analysis:

The Planning Department is providing the following report to discuss the online public consultation process for the future Clear Cutting By-law. In order to move forward, public consultation would have to be conducted online using various public engagement tools.

Before the pandemic, Staff agreed that a facilitation/stakeholder meeting to receive comments and discuss the by-law was appropriate. This would have been a guided discussion with the participants broken down into round tables, provided with tools and instructions on how to provide their comments in a constructive manner. However, due to the physical distancing requirements, this option is currently not possible.

The following is the proposed process to proceed with the by-law:

- 1) Once Council agrees that the by-law is ready to be released to the public, the by-law will be published on the Township website, Facebook and the Glengarry news.
- 2) Approximately three weeks after the circulation of the by-law to the public, Staff will organize an online stakeholder engagement meeting with the participation of commenting agencies such as the conservation authorities, as well as representatives from stakeholder groups such as the Ontario Federation of Agriculture.

The meeting will go beyond the traditional presentation and comments format; interactive feedback tools will be used to gather input in an efficient and detailed manner during the online meeting. A survey will also be sent to the participants to complete after the meeting. Staff will gather all received comments for consideration.

3) After the stakeholder meeting, changes will be made to the by-law as agreed with upper management Staff and Council. Council will agree upon these changes during a Committee of the Whole meeting.

4) The final version of the by-law will be presented at the following Regular Council meeting for adoption, via Zoom online meeting. The public will be invited to provide their comments.

Alternatives:

Option #1 That Council approve the Clear-Cutting By-law Public Consultation Process proposed within Staff Report No. BP-2020-18.

OR

Option #2 Council does not approve the Clear-Cutting By-law Public Consultation Process proposed within Staff Report No. BP-2020-18.

Financial Implications:

No financial implications to the Township.

Others consulted:

Sarah Huskinson, CAO

Jacob Rheume, CBO

Signed by Sarah Huskinson – CAO/Clerk

Section 7

UNFINISHED

BUSINESS

Section 8

CONSENT AGENDA

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 8, 2020

MOVED BY: **Jacques Massie**

SECONDED BY: **Johanne Wensink**

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

Carried

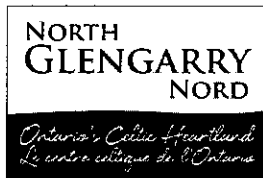
Defeated

Deferred

MAYOR / DEPUTY MAYOR

	YEA	NEA
Deputy Mayor: Carma Williams	_____	_____
Councillor: Jacques Massie	_____	_____
Councillor: Brenda Noble	_____	_____
Councillor: Jeff Manley	_____	_____
Councillor: Johanne Wensink	_____	_____
Mayor: Jamie MacDonald	_____	_____

Section 8



Community Development Committee

MINUTES

Wednesday, April 29, 2020 at 3:00 pm
ZOOM Teleconference

PRESENT: Carma Williams, Chair
Jeff Manley, Councillor
Brenda Noble, Councillor
Gina Dragone, Community Representative
David Filion, Community Representative
Dean MacGillivray, Community Representative
Rory Levert, Community Representative
Michael Madden, Community Representative
Anne Leduc, Director – Community Services / Recording Secretary

GUESTS: Paul Blais, Executive Vice President MDB Insight
Natash Gaudio Harrison, Consultant MDB Insight
Simon Webb, Research Analyst MDB Insight

REGRETS: Sarah Huskinson, CAO

1) CALL TO ORDER

The meeting was called to order at 3:00 pm by Carma Williams.

2) DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest by the members present.

3) ADDITIONS, DELETIONS OR AMENDMENTS

8 g) IHA Project – Township and Glengarry Memorial Hospital Update

4) ADOPTION OF THE AGENDA

Moved by: Jeff Manley

Seconded by: David Filion

THAT the agenda for the Community Development Committee for April 29, 2020 be adopted as amended.

Carried.

5) ADOPTION OF THE PREVIOUS MINUTES

Moved by: Dean MacDonald

Seconded by: David Filion

THAT the minutes of the March 3, 2020 Community Development Committee meeting be accepted as modified.

Carried.

6) BUSINESS ARISING FROM THE MINUTES

There was no new business arising from the minutes.

7) DELEGATIONS

MDB Insight presentation details listed under 8 a. i.

8) AGENDA ITEMS

a. Marketing Plan Working Group – Update

i. Introduction of MDB Insight team for Development & Marketing Strategy

Mr. Paul Blais, co-founder of MDB Insight, Ms. Natasha Gaudio Harrison, Project Manager, and Simon Webb, Research Analyst, were introduced to the Committee and presented on the next steps for the Development and Marketing Strategy. An overview of the initial timeline was performed and the Committee Members provided input on how best to communicate with the population.

- MDB Insight indicated that virtual workshops have attracted a larger than usual level of participation in other projects that they are presently working on. They plan on performing:
 - Four virtual workshops – Community Development Committee, Residents, Businesses, and an “open to all” workshop;
 - One-on-one calls will be done with stakeholders;
 - Pulling information from various data sources including Manifold and Labour Market data sets.
- Ads should be placed in the newspaper advising the community about the workshops and offering anyone who cannot participate the option of a one-on-one call.
- Facebook Live is a good method to allow the community the opportunity to participate or give input through the comments section. The Facebook Live video could be re-posted and the community would be asked to submit any comments or questions to the consultants within a specific timeframe.
- Contact the Chambers of Commerce to get businesses involved in the process.
- Ensure that all background information that the Township has is shared with MDB Insight in order to less duplication.

MDB Insight will adjust the proposed timeline and return this information to staff for distribution to the Committee.

b. Educational Reform / School Boundary Working Group

The fact that residents in the targeted boundary area have the choice to send their child to Glengarry District High School or Tagwi should be communicated to them as soon as possible given that there is no expectation that the school board will do so. It is suggested that the SOS Working Group prepare a mailing to the residences in the targeted boundary area and look at sending a mailing immediately and following up with a second mailing within 6 months.

c. Electoral Boundaries

The information is presented as a placeholder.

d. Shovel-ready projects to boost economy

Information was shared with the Committee regarding the possibility of accessing funding for the Alexandria lagoon. CAO Sarah Huskinson has this as a priority to move forward on with MP Francis Drouin.

e. COVID-19 situation

Staff elaborated on the different strategies that are being used by the municipality during this challenging situation. In addition to the items included in the report, staff is pleased to advise that a 2-3 page spread has been purchased in the May 6th edition of the Glengarry News to support local businesses that are open during this time.

f. Population and Maintenance of Community Assets Listing

The information is presented as a placeholder.

g. IHA Project – Township and Glengarry Memorial Hospital Update

Councillor Jeff Manley advised that the Township has entered into a lease with IHA for approximately 80 acres of land just north of the hospital for a Seniors' Village. The project is expected to start within three to four months in a phases approach.

The Glengarry Memorial Hospital project is scheduled to start at a later date.

9) PENDING BUSINESS

None

10) CORRESPONDENCE/INFORMATION ITEMS

a. Key Information Report – Economic Development Update

Staff updated the Committee on the events and activities including those performed during the COVID-19 situation.

The Committee members were invited to contact staff regarding any issues, comments or concerns on the information provided in the Economic Development Update.

Deputy Mayor Williams indicated that there are regular calls with the municipalities in Stormont, Dundas and Glengarry, in an effort to coordinate the reopening of the Township's services. The goal is to have a consistent approach between the SDG municipalities.

Deputy Mayor Williams also update the Committee on the Society of Saint Vincent de Paul Food Bank which serves North and South Glengarry. Their information has been shared on Facebook in order to inform the community of this service. Saint Vincent de Paul has group purchasing power for the items which are needed at the Food Bank. At present, they are meeting demand but cash donations are always appreciated.

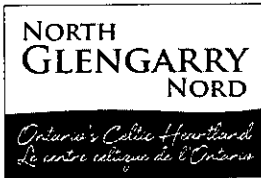
11) NEXT MEETING

The next Community Development Committee will take place on May 27, 2020 at 3 pm at the Sandfield Centre (102 Derby Street W., Alexandria).

12) ADJOURNMENT

The meeting was adjourned at 4:15 pm by Jeff Manley.

Carma Williams
Chair



Arts, Culture and Heritage Committee

MINUTES

Monday, May 4, 2020 at 4:30 pm
Through Teleconference

- PRESENT:** Jeff Manley, Chair
Carma Williams, Deputy Mayor
Karen Davison Wood, Member at Large
Deirdre Hill, Member at Large
Dane Lanken, Member at Large
Sharon McRae, Member at Large
Michael Madden, Member at Large
Nicole Nadeau, Member at Large
Tara Kirkpatrick, Ec. Dev & Communications Officer
Anne Leduc, Director – Community Services / Recording Secretary
- REGRETS:** Sarah Huskinson, CAO
Kasia Olszewska, Municipal Planner

1. CALL TO ORDER

The meeting was called to order at 4:31 p.m.

2. DECLARATIONS OF PECUNIARY INTEREST

None

3. ADDITIONS, DELETIONS OR AMENDMENTS

8 d iii) Other – addition of the Grotto Concerts

4. ADOPTION OF THE AGENDA

Moved by: Michael Madden

Seconded by: Carma Williams

THAT the agenda for the Arts, Culture and Heritage Meeting of May 4, 2020 be adopted as amended.

Carried.

5. ADOPTION OF PREVIOUS MINUTES

Moved by: Karen Davison Woods

Seconded by: Deirdre Hill

THAT the minutes for the Arts, Culture and Heritage Meeting of April 6, 2020 be adopted as presented.

Carried.

Moved by: Carma Williams

Seconded by: Michael Madden

THAT the notes for the meeting of March 2, 2020 be adopted as presented.

Carried.

6. BUSINESS ARISING FROM THE MINUTES

None

7. DELEGATIONS

None

8. AGENDA ITEMS

a. Community Improvement Plan Projects

i. Review of the Community Improvement Plan

Additional changes were made to the CIP by members which will be incorporated by Staff who will format the document and circulate it to the Committee members.

The proposed changes will be sent to MMAH for their review but staff expects that the plan will be accepted by the ministry as is.

Given that there is little change to the CIP, and the impact that COVID-19 is having on the community, staff proposes that the community review be postponed and the plan be brought to Council with a goal of extending it to match the length of the SDG Regional Incentives Plan. Public Meetings to promote the CIP will be held once the Province and Health Authorities have decreed that it is safe to do so.

b. SDG Regional Incentives Plan – Update

A meeting of the SDG Regional Incentives Review Committee was held on April 30th but the Counties has deemed that the applications required a second review. The meeting will be scheduled over the next few weeks.

c. Glengarry Routes – Update

At this time, the project is put on hold until the COVID-19 situation becomes clearer.

d. Grants to organizations through the Community Grants and Municipal Budget – Update

i. A G F Macdonald Heritage Signs

The Committee was advised about the potential closure of the Merrickville Foundry and the impact it will have on the production of the plaques.

ii. Maxville Fair

The Fair has been cancelled and \$3,500 in funds will be returned to the Community Grants Program.

iii. Others

The Glengarry Highland Games - The organizing committee for the Glengarry Highland Games has confirmed the cancellation of this event. \$3,000 in funds will be returned to the Township's budget.

The Grotto Concerts - The organizers of the Grotto Concerts have contacted the ACHC to see if there would be funding to support a series of 9 virtual concerts that would be aired each Wednesday starting July 1, 2020. Their costs are \$400 for musicians and \$250 for equipment and the sound technician. Total costs are \$5850.00 for the series. Unfortunately, with this format, there will be no passing of the hat which has served to fund the next series of concerts as well as the upkeep of the Grotto.

Moved by: Carma Williams

Seconded by: Michael Madden

THAT the Arts, Culture and Heritage Committee supports the allocation of \$3,500 from either the Community Grants Budget or the Sponsorship Budget for the 2020 Grotto Virtual Concert series and that a report be prepared for Council for this request.

Carried.

9. PENDING BUSINESS

None

10. CORRESPONDENCE/INFORMATION ITEMS

None

11. NEXT MEETING

The next meeting will be held on June 1, 2020 at 4:30 pm via teleconference.

12. ADJOURNMENT

The meeting was adjourned at 6:06 pm by Deirdre Hill.

Jeff Manley
Chair

From: MacLachlan, Jennifer
Sent: June 3, 2020 3:31 PM
To: Jeff Manley
Subject: GDHS - Graduate Celebration

Hi Jeff,

As you are probably aware official high school graduation ceremonies, sadly, for this year have been postponed to June 2021. That being said, we are planning a celebration for the graduates, while respecting all of the provincial regulations/laws that exist during this global pandemic.

On Tuesday, June 23 between 12:00-5:00pm. we are holding a "drive thru" celebration for the graduates and their families (scheduled 10 minute intervals). As part of the planning for this event, I wanted to share with the North Glengarry Township our plans to recognize our 2020 graduates.

If you have any questions or concerns, I would be happy to speak with you. Our community OPP officer, Eric Ranger, has also been made aware of the event.

Thanks.
Jenn

Jennifer MacLachlan
Principal
Glengarry District High School
212 Main St.
Alexandria, ON. K0C 1A0
Phone: (613)525-1066



Section 9

NEW BUSINESS

Section 10

NOTICE OF MOTION

Section 11

QUESTION PERIOD

Section 12

CLOSED SESSION

BUSINESS

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 8, 2020

MOVED BY: Carma Williams

SECONDED BY: Brenda Noble

Proceed "In Closed Session",

Identifiable Individual (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*);

Solicitor-client privilege (as this matter deals with advice that is subject to solicitor-client privilege, including communications necessary for that purpose they may be discussed in closed session under sections 239 (2)(f) of the *Ontario Municipal Act*);

And adopt the minutes of the Municipal Council Closed Session meeting of January 13, 2020 and March 9, 2020.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 12

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 8, 2020

MOVED BY: Brenda Noble

SECONDED BY: Jeff Manley

Adopt Minutes of "Closed Session"

That the minutes of the Municipal Council "In Camera" session meeting of January 13, 2020 and March 9, 2020 be adopted as printed.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

	YEA	NEA
Deputy Mayor: Carma Williams	_____	_____
Councillor: Jacques Massie	_____	_____
Councillor: Brenda Noble	_____	_____
Councillor: Jeff Manley	_____	_____
Councillor: Johanne Wensink	_____	_____
Mayor: Jamie MacDonald	_____	_____

Section 12

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 8, 2020

MOVED BY: Johanne Wensink

SECONDED BY: Carma Williams

That we return to the Regular Meeting of Council at _____.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

	YEA	NEA
Deputy Mayor: Carma Williams	_____	_____
Councillor: Jacques Massie	_____	_____
Councillor: Brenda Noble	_____	_____
Councillor: Jeff Manley	_____	_____
Councillor: Johanne Wensink	_____	_____
Mayor: Jamie MacDonald	_____	_____

Section 12

Section 13

CONFIRMING BY-LAW

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 8, 2020

MOVED BY: Jeff Manley

SECONDED BY: Brenda Noble

That the Council of the Township of North Glengarry receive By-law 26-2020; and

That Council adopt by-law 26-2020 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 26-2020 be read a first, second, third time and enacted in Open Council this 8th day of June, 2020.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 13 Item a

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 26 - 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 June 8, 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 8th day of June 2020

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 26-2020, duly adopted by the Council of the Township of North Glengarry on the 8th day of June 2020.

Date Certified

CAO/Clerk / Deputy Clerk

Section 14

ADJOURN

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 8, 2020

MOVED BY: **Brenda Noble**

SECONDED BY: **Johanne Wensink**

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

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

	YEA	NEA
Deputy Mayor: Carma Williams	_____	_____
Councillor: Jacques Massie	_____	_____
Councillor: Brenda Noble	_____	_____
Councillor: Jeff Manley	_____	_____
Councillor: Johanne Wensink	_____	_____
Mayor: Jamie MacDonald	_____	_____

Section 14