

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

Monday June 22, 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**

Regular Meeting of Council – June 8, 2020
Committee of the Whole Meeting – June 17, 2020

5. **DELEGATION(S)**

Steve Van Groningen - Xplornet Communications Inc.

6. **STAFF REPORTS**

Treasury Department

- a) Penalty Forgiveness
- b) Municipal Modernization and Efficiency Funding
- c) By-law 25-2020 - Amend fees and charged by-law 01-2020

Planning/Building & By-law Enforcement Department

- d) By-law 27-2020 – Removal of Holding Housekeeping Zoning By-law

Public Works Department

- e) Winter Maintenance Agreement – United Counties of S, D & G.
- f) Transition of the Blue Box to Full Producer Responsibility
- g) Concession Road 6 Construction
- h) By-law 28-2020 – Appoint Drainage Superintendent

7. **UNFINISHED BUSINESS**

8. **CONSENT AGENDA**

Clerk's Dept Workplan Update
Treasury's Dept Workplan Update
Community Services Dept. Workplan Update
Planning/Bldg. & By-law Enforcement Dept. Workplan Update
Regional Waste Management Study
Public Works Dept. Workplan Update
Fire Dept Workplan Update
Public Meeting – October 15, 2019
Public Meeting – November 25, 2020
Planning Committee Meeting – November 25, 2020

9. **NEW BUSINESS**

10. **NOTICE OF MOTION**

Next Regular Public Meeting of Council
July 13, 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, March 9, 2020 and June 8, 2020.

13. CONFIRMING BY-LAW

By-law 29-2020

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 22, 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 22, 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 22, 2020

MOVED BY: Carma Williams

SECONDED BY: Jeff Manley

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

Regular Meeting of Council – June 8, 2020
Committee of the Whole Meeting – June 17, 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 June 8, 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
Fire Chief – Matthew Roy

- 1. CALL TO ORDER**
- 2. DECLARATIONS OF PECUNIARY INTEREST**
- 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 June 8, 2020.

Carried

- 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

Carried

- 5. DELEGATIONS**

Mr. Andrew Vallance inquired about the approval of the burning by-law, Fire Chief Matthew Roy explained that it was brought to the Committee of the Whole and than Council Members approved it at the November 25th, 2019 Regular Council Meeting. The Council will revisit the Burning by-law in the Fall of this year.

- 6. STAFF REPORTS**

Community Services Department

a) Communications Plan

Resolution No. 3

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

b) Social Media Policy

Resolution No. 4

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

c) Flexible School Boundary Letter

Resolution No. 5

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

d) CIP Application – KMAC Electric

Resolution No. 6

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

Treasury Reports

e) By-law 24-2020 – Borrowing By-law Pumper Tanker Fire Truck

Resolution No. 7

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

f) By-law 25-2020 – Amend Fees and Charges by-law

Resolution No. 8

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

Planning/Bldg. & By-law Enforcement Department

g) Clear Cutting By-law

Resolution No. 9

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

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

Resolution No. 10

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 22, 2020

11. QUESTION PERIOD

12. CLOSED SESSION BUSINESS

Resolution No. 11

Moved by: Carma Williams

Seconded by: Brenda Noble

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*);

Carried

Resolution No. 12

Moved by: Johanne Wensink

Seconded by: Carma Williams

That we return to the Regular Meeting of Council at 8:14 p.m.

Carried

13. CONFIRMING BY-LAW

Resolution No. 13

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

14. ADJOURN

Resolution No. 14

Moved by: Brenda Noble

Seconded by: Johanne Wensink

There being no further business to discuss, the meeting was adjourned at 8:15 p.m.

Carried

CAO/Clerk/ Deputy Clerk

Mayor / Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Committee of the Whole Meeting

Wednesday June 17, 2020 at 3:00 p.m. – Via zoom

A Committee of the Whole Meeting was held on June 17, 2020 at 3:00 p.m., with Mayor – Jamie MacDonald presiding.

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

ALSO PRESENT: **CAO/Clerk** - Sarah Huskinson
Director of Community Services – Anne Leduc
Director of Finance / Treasurer – Kimberley Goyette
Planning/Building & By-law Enforcement Manager – Jacob Rhéaume
Planner - Kasia Olszewska
Public Work Manager – Douglas Sitland
Fire Chief – Matthew Roy

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

Resolution No. 1

Moved by: Carma Williams

Seconded by: Brenda Noble

The Committee Members accepts the agenda of the Committee of the Whole on Wednesday June 17, 2020.

Carried

4. **DELEGATIONS**

5. STAFF REPORTS

CAO/Clerk's Department

a) Clerk's Dept. Workplan Update

Resolution No. 2

Moved by: Carma Williams

Seconded by: Jeff Manley

THAT the Committee of the Whole receives Staff Report No. AD-2020-12 Clerk's Department Workplan Update.

Carried

Treasury Department

b) Treasury's Dept Workplan Update

Resolution No. 3

Moved by; Carma Williams

Seconded by: Jeff Manley

THAT the Committee of the Whole receives Staff Report TR2020-20 – the Director of Finance/Treasurer 2020 Workplan updated as of June 11, 2020.

Carried

Community Services Department

c) Community Services Department Workplan Update

Resolution No. 3

Moved by: Johanne Wensink

Seconded by: Jeff Manley

THAT the Committee of the Whole receives Staff Report No. CS-2020-08 Community Services Department Workplan Update.

Carried

Planning/Building & By-law Enforcement Department

d) Planning/Bldg. & By-law Enforcement Dept. Workplan Update

Resolution No. 4

Moved by: Brenda Noble

Seconded by: Carma Williams

THAT the Committee of the Whole receives Staff Report No. BP-2020-16 – the Director of Building, By-law & Planning 2020 Work Plan.

Carried

Public Works Department

e) Winter Maintenance Agreement – United Counties of S D & G

Resolution No. 5

Moved by: Jeff Manley

Seconded by: Carma Williams

That Committee of the Whole receive Report – PW – 06-2020, Winter Maintenance Agreement – United Counties of Stormont, Dundas and Glengarry; and further

That Committee of the Whole recommends to Council to accept and approve the Winter Maintenance Agreement and authorize the Mayor and CAO/Clerk to sign on behalf of the Township of North Glengarry; and further

That Committee of the Whole recommends to Council to authorize the CAO to make minor amendments as they relate to the winter maintenance of the section of County Road 43 between County Road 46 and County Road 34.

Carried

f) Winter Maintenance Policy Update

Resolution No. 6

Moved by: Jeff Manley

Seconded by: Brenda Noble

That Report PW-07-2020, Update to Winter Maintenance Policy be received for information; and further

That Council authorize staff to proceed with updates to the Winter Maintenance Policy as generally outlined in the report.

Deferred

g) Concession Road 6 Construction

Resolution No. 7

Moved by: Johanne Wensink

Seconded by: Carma Williams

That Report PW-08-2020, Concession Road 6 Construction be received for information; and further

That Council authorize staff to proceed with the Reconstruction of Concession Road 6 over a 2 year period, being Option 3, Phase 2 in 2020 and Phase 3 at a point in the future to be decided by Council as part of future Budget deliberations.

Defeated

h) Various Roads in Need

Resolution No. 8

Moved by: Brenda Noble

Seconded by: Jeff Manley

That Report PW-09-2020, Various Roads in Need be received for information; and further

That Council authorize staff to proceed with the Reconstruction (including culverts) Front Street East from East Boundary Road to approximately 300 m west at an estimated cost of \$110 K, Remove and Replace Asphalt on River Road from East Boundary Road to the Bridge (approximately 2000 m) at an estimated cost of \$160 K, Geotechnical Investigations at a number of locations across the Township at an estimated cost of \$40 K and Isolated Overlays to address severe potholing at an estimated cost of \$20 K.

Deferred

i) Transition of the Blue Box to Full Producer Responsibility

Resolution No. 9

Moved by: Brenda Noble

Seconded by: Jeff Manley

That Report PW-10-2020, Transition of the Blue Box to Full Producer Responsibility be received; and further

That Council provide a resolution that indicates that the Township of North Glengarry elects to have 2024 as its' ideal transition date for Transition of the Blue Box to Full Producer Responsibility; and further

That the aforementioned resolution be forwarded to the Association of Municipalities of Ontario indicating the transition date of 2024 is for informational purposes only, and in

no way is legally binding. The Township will retain its right to amend as proposed transition date as additional information becomes available.

Carried

j) Regional Waste Management Study

Resolution No. 10

Moved by: Brenda Noble

Seconded by: Jeff Manley

That Report PW-11-2020, Regional Waste Management Study be received for information only.

Carried

k) Public Works Dept. Workplan Update

Resolution No. 11

Moved by: Brenda Noble

Seconded by: Jeff Manley

THAT the Committee of the Whole receives Staff Report No. PW-2020-12– the Director of Public Works 2020 Work Plan.

Carried

Fire Department

l) Fire Department Workplan update

Resolution No. 12

Moved by: Brenda Noble

Seconded by: Jeff Manley

That the Committee of the Whole receives Staff Report No. FD 2020-06 the Fire Chief's 2020 Work Plan update.

Carried

6. UNFINISHED BUSINESS

7. OTHER BUSINESS

8. MATTERS ARISING FROM STANDING COMMITTEES

Councillor Jacques Massie gave an update on the Raisin Region Conservation Authority.

Councillor Jacques Massie gave an update on the Maxville Manor

Councillor Brenda Noble gave an update on the Glengarry Pioneer Museum.

Mayor Jamie MacDonald gave an update on the Glengarry Archives.

Councillor Jeff Manley gave an update on the Arts, Culture & Heritage.

Deputy Mayor Carma Williams gave an update on the County Council.

Councillor Johanne Wensink gave an update on the Friends of the Trails.

Deputy Mayor Carma Williams gave an update on the Community Development

9. **NOTICE OF MOTION** – Next Committee of the Whole Meeting, July 22, 2020

10. **CLOSED SESSION BUSINESS**

11. **ADJOURNMENT**

Resolution No. 13

Moved by Johanne Wensink

Seconded by: Brenda Noble

There being no further business to discuss, the meeting was adjourned at 4:57 pm.

Carried

CAO/Clerk/ Deputy Clerk

Mayor – Jamie MacDonald

Section 5

DELEGATIONS

XPLORNET

North Glengarry Council

June 2020



Xplornet Communications Inc.

Steve Van Groningen, Manager, Corporate Affairs
steve.vangroningen@corp.xplornet.com

613-816-7149

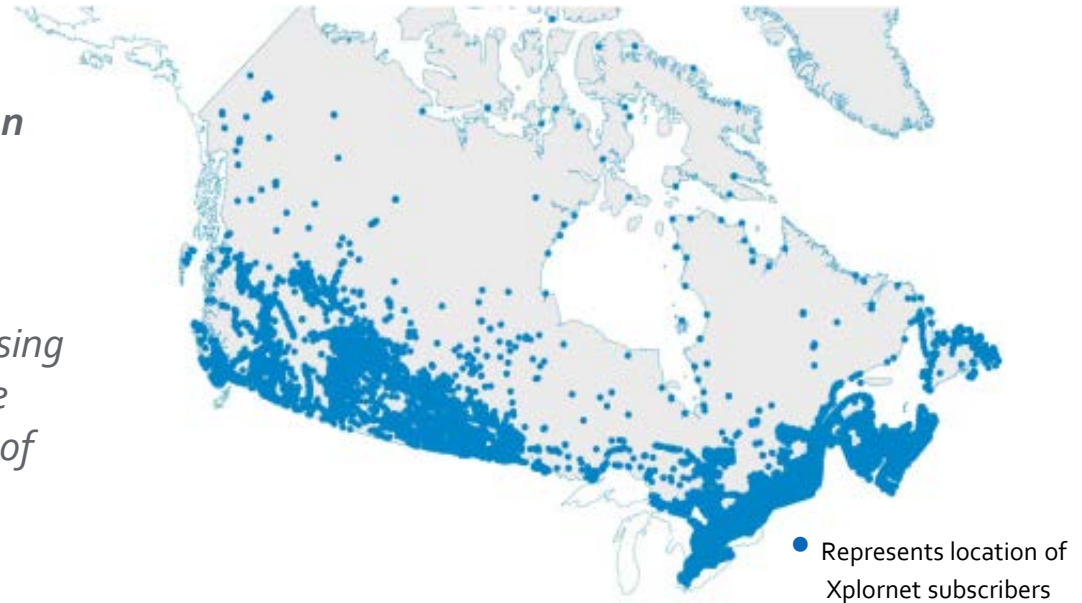
Xplornet: Canada's Largest Rural-focused Service Provider

Our mission:

We make **fast, affordable and reliable** broadband available to every **rural Canadian home and business**

How we do it:

We have built our **own national network**, using a mixture of fibre, fixed wireless and satellite technologies to extend service to all regions of Canada



Today, we serve over **148,000 rural Ontario homes**,
representing almost **370,000 Ontarians**
Connecting 400,000 Canadian homes in June 2020

Xplornet Communications Inc.

Canada's Largest Rural-Focused Broadband Service – serving 1 million Canadians:

- Founded 10+ years ago; proudly headquartered in Woodstock, NB
- 900+ employees across Canada, with offices in Markham and Cornwall, ON

Xplornet's goal is to provide:

- Internet service that is fast, reliable and affordable
- Customer service 24 x 7 with local dealer support
- Coverage that reaches you – wherever you choose to live

Made in Canada Story

- Built with private capital – over \$1B investment
- Over 60% of investors are Canadians
- *Focused on providing quality, high-speed internet to rural Canadians*



Network Expansion: North Glengarry



Xplornet has been upgrading its network in eastern Ontario through 2020
Unlimited data downloads now available to all customers

Network Overview

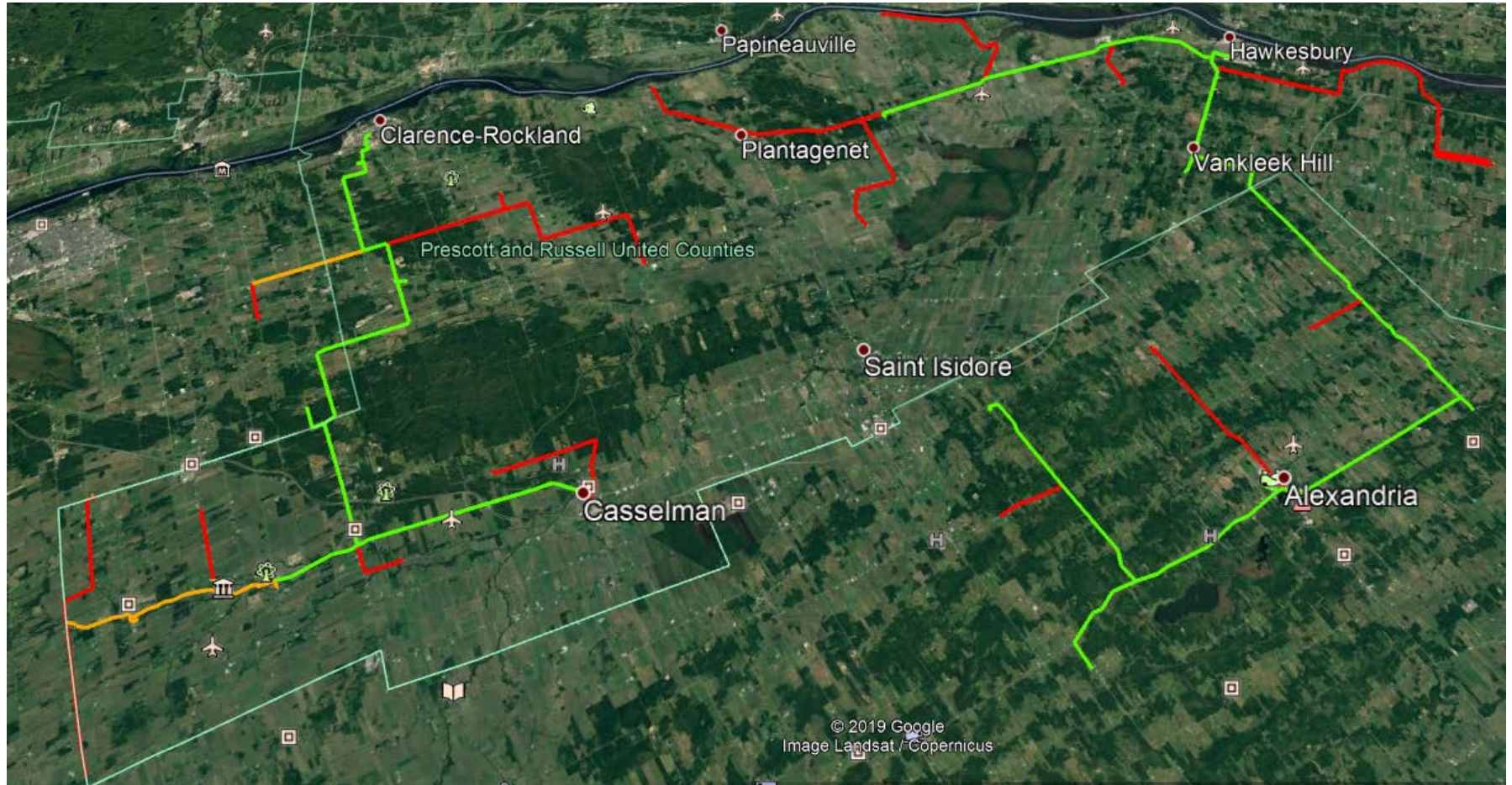
Our Plan

- With support from the federal Connect to Innovate program, Xplornet will construct a hybrid fibre-wireless network to deliver high-speed rural Internet service throughout the United Counties of Prescott and Russell, along with a portion of North Glengarry.
- This project will enable Xplornet to offer download speeds of up to 100 Mbps and unlimited data to rural residents – more than 38,000 households in the project area.
 - Fibre-to-the-home service will be available to 10-15% of homes in the project area.

Key Facts and Figures

Fibre Route	366 km
Wireless Small Cells Installed	18
Towers Upgraded and Installed	32
Homes with access to 100 Mbps download speeds	38,000
Total Xplornet Investment	\$19.07M (78%)
Total Federal Investment	\$5.51M (22%)

Fibre Network Route Map



**Note: Green lines indicate segments eligible for CTI; red indicate ineligible. All segments will be constructed within the scope of the project.

Broadcast Tower Upgrades – Scope of Work



- Upgrades to 26 existing broadcast tower sites:
 - Upgraded electronics to latest pre-5G technology
 - Tower upgrades where appropriate
 - Connection to fibre backbone
- Work carried out on private property covered by existing leases.

Small Cell Additions – Scope of Work



- 24 new small cells added to the network:
 - Install latest pre-5G technology
 - New utility pole installation
 - Connection to fibre backbone
- Small cells will utilize wooden utility poles either in the public right of way or immediately adjacent.

Municipal Engagement

- A typical fibre project entails construction of fibre infrastructure within highways, streets, road allowances, lanes, bridges, poles, and ducts which are under the jurisdiction of the Municipality.
- Xplornet is committed to establishing a long-term partnership with Municipalities by:
 - Closely adhering to conditions of Consent to use the Right-of-Way.
 - Fully understanding our obligations under the Consent to use the Right-of-Way.
 - Using reasonable efforts to schedule and share alignments and support structure to minimize overall construction impact.
 - Use construction techniques that reduce surface impact and restoration (i.e. aerial fibre deployment, daylighting, trenchless technology)
 - Offering an acceptable warranty period after project completion.
- How can Municipalities help?
 - Sharing Municipal data to aid in design activities (i.e. block profiles, land use, civic address information).
 - Providing expeditious feedback and Municipal Consent to allow Xplornet to perform work within the Right-of-Way.
 - Applying reasonable permit application and permit change fees.
 - Defining an effective process to obtain final Municipal signoff upon project completion.
 - Defining a practical procedure around the relocation or repair of plant infrastructure after project completion.
 - Becoming an advocate for the project as Xplornet interfaces with other approval agencies.



Merci Thank You

Section 6

STAFF REPORTS

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 22, 2020

MOVED BY: Johanne Wensink

SECONDED BY: Carma Williams

That the Council of the Township of North Glengarry accept report TR-2020-21 – the Director of Finance/Treasurer for penalty forgiveness and recommends that penalty and interest charges for taxes and water works arrears be extended for the month of July 2020.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

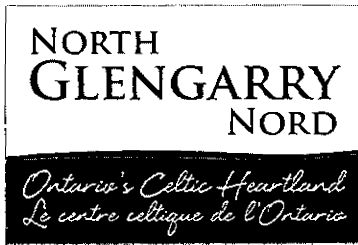
Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 6 Item a



STAFF REPORT TO COUNCIL

Report No: TR2020-21

June 12, 2020

From: Kim Goyette – Director of Finance/Treasurer

RE: Penalty Forgiveness

Recommended Motion:

That the Council of the Township of North Glengarry accept report TR2020-21 – the Director of Finance/Treasurer for penalty forgiveness and recommends that penalty and interest charges for taxes and water works arrears be extended for the month of July 2020.

Background / Analysis:

During the COVID-19 Pandemic, the Council of the Township of North Glengarry agreed to not place penalties or interest on outstanding tax and water works accounts for the months of April, May, and June.

In June, the final tax bills are run with the first installment due at the end of July. In order for the amounts owing to be correct, interest is added just prior to running the bills so that the installment amount at the end of July is correct for those who have arrears. This has no effect on those who are paid in full.

The Treasury Department needs direction on if Council wishes to forgive penalty and interest amounts for the month of July for both the Tax and Water Works departments.

Alternatives:

1. No interest or penalties for taxes and water works accounts for the month of July (or longer should Council decide)
2. Penalties and interest to resume as normal starting July 1st, 2020 for tax and water works accounts.

Financial Implications:

Loss of interest averages about \$24,000 per month for taxes. Loss of interest for water works accounts are about \$1,500 per month.

Losses for April, May and June equate to approximately \$76,500.

Attachments & Relevant Legislation:

None.

Others Consulted:

Signed by Sarah Huskinson, CAO/Clerk

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 822 2020

MOVED BY: Carma Williams

SECONDED BY: Johanne Wensink

THAT the Council of the Township of North Glengarry accepts report TR-2020-22 Director of Finance/Treasurer and approves a transfer from the Modernization and Efficiency Reserve to fund the following:

- CGIS Building/by-law software;
- Intranet implementation;
- Roads Needs Study; and
- Future facilities efficiencies

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

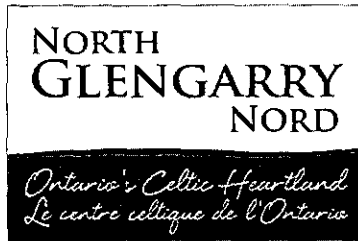
Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 6 Item b



STAFF REPORT TO COUNCIL

Report No: TR2020-22

June 12, 2020

From: Kim Goyette – Director of Finance/Treasurer

RE: Municipal Modernization and Efficiency Funding

Recommended Motion:

THAT the Council of the Township of North Glengarry accepts report TR2020-22 Director of Finance/Treasurer and approves a transfer from the Modernization and Efficiency Reserve to fund the following:

- CGIS Building/by-law software;
- Intranet implementation;
- Roads Needs Study; and
- Future facilities efficiencies

Background / Analysis:

In March of 2019, the Township received notification that they would be receiving a one-time payment to support small and rural municipalities' effort to become more efficient and reduce expenditure growth in the long term. The Township received \$598,861. Since there was not time to complete any projects in 2019, Council approved that these funds be put into a reserve in October of 2019.

The Ministry of Municipal Affairs and Housing has indicated that this is a one-time payment and no reporting would be required. However, they are interested in how we spend it. Since we have had these funds for over a year now, there is a need to identify how we are going to spend it.

During budget deliberations, \$27,651 was approved to fund the GIS/IT Coordinator position. These leaves \$571,210 to be used.

Software is needed for the Building/Bylaw department. This software provides building permit creation and tracking that links data to the property tax roll number and mapping systems. It will also be used by the bylaw department. The price is estimated at \$30,000.

As per the approved Communications Plan, there was an action item to implement an intranet site as a resource for council and staff to have shared access to information. This would involve adding another component to our current website through eSolutions. The cost is estimated at \$15,000.

In order to provide information to ensure efficient road work is being done, a Roads Needs Study needs to be done. Current information is outdated. The estimated cost of this \$40,000.

Throughout the Township of North Glengarry, our recreation facilities are aging. There are much newer technologies that would make running these facilities more efficient and reduce expenditures in the long term. The request is to use the remainder of these funds for future facilities efficiencies. This would leave approximately \$486,000 to be used for this purpose.

Alternatives:

1. Council approves the use of the Modernization and Efficiency Reserve Fund.
2. Council disapproves the use of the Modernization and Efficiency Reserve Fund.

Financial Implications:

The noted projects would be funded from the already received grant funds.

Attachments & Relevant Legislation:

None.

Others Consulted:

Matthew Roy, Fire Chief
Anne Leduc, Director of Community Services
Doug Sitland, Director of Public Works
Jacob Rheame, Director of Building, Planning and Bylaw

Signed by Sarah Huskinson, CAO/Clerk

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 22, 2020

MOVED BY: **Brenda Noble**

SECONDED BY: **Jeff Manley**

THAT the Council for the Township of North Glengarry receives the Staff Report No. TR-2020-23 regarding the 2020 Fees and Charges By-law; and

THAT Council adopt By-law 25-2020 and that by-law be read a first, second, third time and enacted in Open Council, this 22nd day of June 2020.

Carried

Defeated

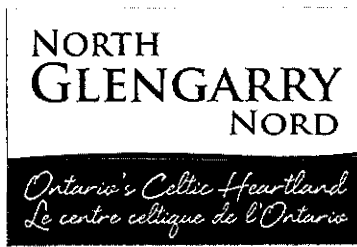
Deferred

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 c



Report – TR2020-23

STAFF REPORT TO COUNCIL

Date: June 19, 2020

From: Kim Goyette, Director of Finance/Treasurer

RE: Fees and charges by-law 2020-25

Recommended Motion: THAT the Council of the Township of North Glengarry receives Staff Report No. TR2020-23 regarding the 2020 Fees and Charges By-law; and

THAT By-law 25-2020 be read a first, second, third time and enacted in Open Council, this 22nd day of June 2020.

Background / Analysis: After a review of the current fees and charges, the departments of the Township of North Glengarry are recommending changes for 2020 respecting rates in Recreation and Municipal Civic addressing.

On June 8th, 2020, Council instructed the Clerk's department to start the notification process regarding these changes. The notification period is now complete, and the bylaw needs to be passed by Council to adopt the new fees.

Alternatives:

Option 1: THAT the Council of the Township of North Glengarry approves Bylaw 25-2020.

Option 2: (not recommended) THAT the Council of the Township of North Glengarry does not accept Bylaw 25-2020.

Financial Implications:

Others consulted:

Director of Finance Kimberley Goyette
CBO Manager Jacob Rhéaume
By-law Enforcement Officer Todd McDonell
Director of Public Works Michel Riberdy
Waterworks' Manager Dean McDonald

Attachments:

Signed by Sarah Huskinson - CAO/Clerk

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 22nd day of June, 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 Notice	no charge Notice
Second false alarm -	advising of possible charges	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
Advertising 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		
Max of 5 rentals all facilities combined /yrs	N/C	N/C
(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
-------------	------	------

SCHEDULE "E"

DESCRIPTION	2020	2021
-------------	------	------

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 below) & 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 22, 2020

MOVED BY: Carma Williams

SECONDED BY: Brenda Noble

THAT Council of the Township of North Glengarry approve the Removal of Holding Housekeeping Zoning By-law Amendment; and

That Council adopt by-law 27-2020 and that By-law be read a first, second, third time and enacted in Open Council this 22nd day of June, 2020.

Carried

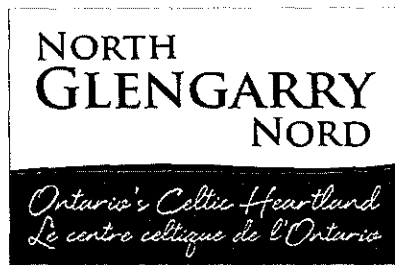
Defeated

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 6 Item d



Report No: BP-2020-18

June 22, 2020

From: Kasia Olszewska, Planner

RE: Removal of Holding Housekeeping Zoning By-law Amendment

Recommended Motion:

THAT the Council of the Township of North Glengarry approve the Removal of Holding Housekeeping Zoning By-law Amendment.

Background / Analysis:

The Removal of Holding Housekeeping Zoning By-law Amendment was approved by the Planning Committee on June 8th, 2020. The attached report is presented to Council for consideration and approval.

Alternatives:

Option #1 That Council approve the Removal of Holding Housekeeping Zoning By-law Amendment.

OR

Option #2 That Council does not approve Removal of Holding Housekeeping Zoning By-law Amendment.

Attachments:

- Planning Committee Staff Report of June 8th, 2020
- Planning Committee Resolution of June 8th, 2020
- Removal of Holding By-law document

Financial Implications:

No financial implications to the Township.

Others consulted:

Jacob Rheaume, CBO

Signed by Sarah Huskinson – CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NO. 27-2020

BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 39-2000

WHEREAS By-Law No. 39-2000 regulates the use of land and erection of buildings and structures within the Township of North Glengarry, County of SD & G;

AND WHEREAS the Council of the Corporation of the Township of North Glengarry deems it advisable to amend By-Law 39-2000 as hereinafter set forth;

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

1. Notwithstanding the provisions of Section 5.1 to the contrary, the properties listed below being within Township of North Glengarry in the urban settlement area of Maxville, zoned Residential First Density Holding (R1-H) shall be re-zoned to Residential First Density (R1), thereby removing the Holding (H) provision.

2. That Schedule "D" of By-Law 39-2000 is hereby amended by changing the "R1-H" Zone Symbols on the properties listed below to "R1."

Roll #	Address	Previous Zoning	New Zoning
11101400047000	55 MECHANIC ST W	R1-H	R1
11101400021500	28 ALEXANDER ST W	R1-H	R1
11101400034400	31 MECHANIC ST E	R1-H	R1
11101400031600	35 MECHANIC ST E	R1-H	R1
11101400030600	39 MECHANIC ST E	R1-H	R1
11101400030200	41 MECHANIC ST E	R1-H	R1
11101400029800	43 MECHANIC ST E	R1-H	R1
11101400029400	45 MECHANIC ST E	R1-H	R1
11101400028400	47 MECHANIC ST E	R1-H	R1
11101400028000	51 MECHANIC ST E	R1-H	R1
11101400027600	53 MECHANIC ST E	R1-H	R1
11101400027000	57 MECHANIC ST E	R1-H	R1
11101400118600	10 HIGHLAND DR	R1-H	R1
11101400033600	43 CARR ST E	R1-H	R1
11101400033200	49 CARR ST E	R1-H	R1
11101400032900	55 CARR ST E	R1-H	R1
11101400032800	61 CARR ST E	R1-H	R1
11101400032400	63 CARR ST E	R1-H	R1
11101400032002	67 CARR ST E	R1-H	R1

This By-Law shall come into effect on the date of passing hereof subject to the provisions of the Planning Act.

READ a first, second, third time and enacted in Open Council, this 22nd 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. 27-2020, duly adopted by the Council of the Township of North Glengarry, on the 22nd day of June, 2020.

Date Certified

Clerk / Deputy Clerk

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

DATE: June 8th, 2020

RESOLUTION # _____

MOVED BY: Jeff Manley

SECONDED BY: Johanne Wensink

That the Planning Committee recommend approval of the Removal of the Holding Housekeeping Zoning By-Law and that the By-Law be forwarded to the Council of the Township of North Glengarry for further consideration and approval.

Carried

_____ Defeated

_____ Deferred


MAYOR / DEPUTY MAYOR

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

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

**TOWNSHIP OF NORTH GLENGARRY
STAFF REPORT
PLANNING COMMITTEE MEETING**

Date: June 8th, 2020

To: Planning Committee Members

From: _____
Kasia Olszewska, Planner

Sarah Huskinson - CAO/Clerk

Re: Removal of Holding Housekeeping Zoning By-law Amendment

Background: Municipal water servicing in Maxville has been available since the project was finalized, and the property owners can connect to the new service. Holding provisions are often applied to lands to delay development until local municipal servicing, such as roads, water, or sanitary servicing are in place.

A Holding (H) provision was applied to a number of lots in the Urban Settlement Area of Maxville within the North Glengarry Zoning By-law 39-2000. This was required in order to comply with the SDG Official Plan Policies (2018), and the Provincial Policy Statement (2014 and 2020).

In this case, municipal water servicing became available in certain areas of Maxville. This prompted an update to the Township of North Glengarry Zoning By-law, through a housekeeping by-law amendment, to remove the holding provision from several lots, where this provision is no longer necessary. This is a common municipal planning practice in cases where a new municipal service is constructed.

In total nineteen (19) lots zoned Residential First Density-Holding (R1-H) are part of the removal of holding housekeeping by-law amendment in Maxville. After the removal of holding the lots will be zoned Residential First Density.

The removal of the holding effectively permits the lands to be developed for residential uses listed within the R1 zone without additional planning permissions, given the development proposal complies with the setback provisions and any other applicable provisions within the zoning by-law.

With the removal of holding, the nineteen lots are 'ready to build.' Development on these lots will not create any nuisance for any of the existing developed lots of businesses. However, there are some cases where the holding was not removed from the property despite water servicing being

available. This is the case for two lots zoned R1 adjacent to Industrial (MG) zoned MacEwen lands. The holding was retained on these lots due to the potential negative impact of any new development on the existing industrial use.

Below is a key map that provides the general location of lands where the holding provision is proposed to be removed:

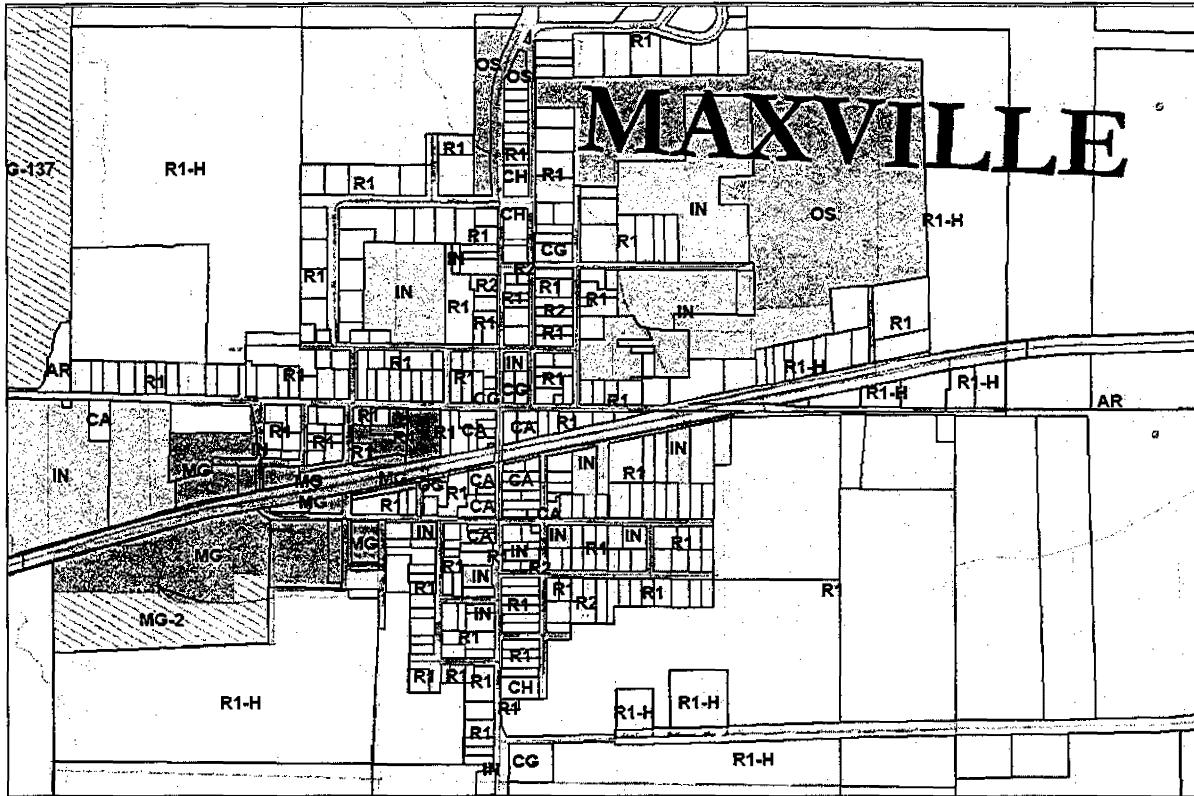


Figure 1. Lands where the removal of holding (H) is proposed are coloured in yellow.

List of properties part of the amendment:

Roll #	Address	Current Zoning	Proposed Amended Zoning
11101400047000	55 MECHANIC ST W	R1-H	R1
11101400021500	28 ALEXANDER ST W	R1-H	R1
11101400034400	31 MECHANIC ST E	R1-H	R1
11101400031600	35 MECHANIC ST E	R1-H	R1
11101400030600	39 MECHANIC ST E	R1-H	R1
11101400030200	41 MECHANIC ST E	R1-H	R1
11101400029800	43 MECHANIC ST E	R1-H	R1
11101400029400	45 MECHANIC ST E	R1-H	R1
11101400028400	47 MECHANIC ST E	R1-H	R1
11101400028000	51 MECHANIC ST E	R1-H	R1
11101400027600	53 MECHANIC ST E	R1-H	R1

11101400027000	57 MECHANIC ST E	R1-H	R1
11101400118600	10 HIGHLAND DR	R1-H	R1
11101400033600	43 CARR ST E	R1-H	R1
11101400033200	49 CARR ST E	R1-H	R1
11101400032900	55 CARR ST E	R1-H	R1
11101400032800	61 CARR ST E	R1-H	R1
11101400032400	63 CARR ST E	R1-H	R1
11101400032002	67 CARR ST E	R1-H	R1

Provincial Policy Statement (2020):

Policy 1.6.6.2 Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. Within settlement areas with existing municipal sewage services and municipal water services, intensification and redevelopment shall be promoted wherever feasible to optimize the use of the services

Stormont, Dundas and Glengarry Counties Official Plan (2018):

4.3.3 Water Supply and Sewage Disposal Systems

Full water and sewage disposal services are the preferred servicing for urban settlement development. Private Communal sewage and water servicing shall be strongly discouraged for any development. Individual on-site water supply and sewage disposal systems may be used if the site is suitable for the long-term provision of such services with no negative impacts. In settlement areas, these services may be used for infilling and minor rounding out of existing development.

Partial services (piped water or piped sewer) are recognized where they currently exist in the County. Development on partial services shall only be permitted in the following circumstances:

- 1. Where necessary to address failed individual on-site sewage or water services in existing development, or*
- 2. To allow for infilling or minor rounding out of existing development on partial services in settlement areas where:*
 - a. The development is within the reserve sewage or water system capacity; and*
 - b. Site conditions are suitable for the long-term provision of such services with no negative impacts.*

Full water and sewage services are preferred for urban settlement development in the PPS 2020 and the SDG Official Plan, this is why the holding provisions were in place, to consider whether development on partial servicing can be an option on a given lot of land, or to delay development until full municipal servicing is available, as is the case in Maxville.

Recommendation: It is the recommendation of the Planning Department that the Removal of Holding Housekeeping Zoning By-law Amendment be forwarded to the Council of the Township of North Glengarry for further consideration and approval.

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 22, 2020

MOVED BY: Carma Williams

SECONDED BY: Brenda Noble

That Council of the Township of North Glengarry receive Report – PW – 06-2020, Winter Maintenance Agreement – United Counties of Stormont, Dundas and Glengarry; and further

That Council of the Township of North Glengarry accept and approve the Winter Maintenance Agreement and authorize the Mayor and CAO/Clerk to sign on behalf of the Township of North Glengarry; and further

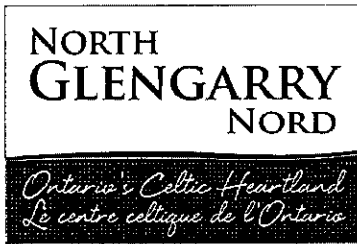
That Council of the Township of North Glengarry authorize the CAO to make minor amendments as they relate to the winter maintenance of the section of County Road 43 between County Road 46 and County Road 34.

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 e



Report – PW-06-2020

STAFF REPORT COUNCIL

Date: June 17, 2020

From: Doug Sitland, Director of Public Works

RE: Winter Maintenance Agreement – United Counties of Stormont, Dundas and Glengarry

Recommended Motion:

That Council of the Township of North Glengarry receive Report – PW – 06-2020, Winter Maintenance Agreement – United Counties of Stormont, Dundas and Glengarry; and further

That Council of the Township of North Glengarry accept and approve the Winter Maintenance Agreement and authorize the Mayor and CAO/Clerk to sign on behalf of the Township of North Glengarry; and further

That Council of the Township of North Glengarry authorize the CAO to make minor amendments as they relate to the winter maintenance of the section of County Road 43 between County Road 46 and County Road 34.

Background / Analysis:

The United Counties of Stormont, Dundas and Glengarry (the “County” or “SDG”) has presented the Township of North Glengarry (the “Township” of “NG”) with an agreement to provide certain winter maintenance activities on certain County Roads within the geographical boundary of the Township. The agreement references the following County road sections that would be maintained by the Township:

- County Road 30 from County Road 43 to Skye Road
- County Road 43 from County Road 46 to County Road 34
- County Road 46 from County Road 43 to County Road 34

The maintenance to be performed by the Township is limited to:

- Routine Winter Patrol
- Plowing
- Application of Anti-Icing Materials

Drainage, deficiencies like signage and washouts and road surface repair (including potholes) would remain the responsibility of the County and that the Township would report deficiencies as a result of the Routine Winter Patrol.

The maintenance activities are to be performed pursuant to the most current version of Ontario Regulation 239/02, the Minimum Maintenance Standards.

The period to perform winter maintenance is from the third Monday of November through to the third Monday of April. The agreement proposes a fixed fee, indexed at the CPI, payable at December 31 and April 30 to cover labour and equipment. The cost of materials is pro-rated based on total lane kilometers.

The agreement requires that the Township have insurance and that the County be named as third party insured as follows:

- Municipal General Liability Insurance \$25,000,000 per occurrence
- Automobile Liability Insurance limit of \$25,000,000
- Environmental Impairment Liability \$2,500,000 per occurrence

While this Agreement is a “renewal” of a previous agreement, Township staff indicated that they do not maintain County Road 43 from County Road 46 to County Road 34.

Alternatives:

The Township undertaking these winter maintenance activities allows the County to optimize their resources and provide maintenance services that meet the MMS and provide for a Level of Service common across the County.

The Agreement provides compensation to the Municipality. While maintaining the County Road segments is incremental work, it does not require the municipality to hire additional plow operators.

County Road 30 has historically been a source of complaint for the Township. As the County has committed resources to meet the Minimum Maintenance Standards on all of its roads, they have incremental capacity, including a “second shift” for plow operations. As such, the County has the capacity to address relatively minor winter control issues outside of a normal 8 hours workday. In other words, the County has the capacity to provide a higher level of service.

The Insurance requirements outlined in the Agreement have been reviewed by our Insurance Broker and are appropriate.

The term of the Agreement is for five (5) years, ending April 2025, but may be terminated by either party during the period of May to August by giving 30 days written notice.

The County is currently reviewing the winter maintenance of the short section of County Road 43 from County Road 46 to County Road 34. The County plows have to go over this section of road as they loop between other County roads in the area. As this is a high volume road section, the Township would prefer that the County maintain it. Upon ultimate resolution as to who is going to winter maintain this section, the Agreement

would be amended to reflect reality. Accordingly, Council Could approve of the Agreement now and authorize the CAO to make those minor amendments if required.

Financial Implications:

The County would compensate the Township on an annual basis for labour and equipment, indexed at CPI for the 12 month period May to May. The County also compensates for winter materials (salt and grit) on a pro-rated basis based on lane-kilometers. While the Level of Service on a County Road is higher (typically higher application rate for salt or grit) as the Township does not hire additional staff or equipment, there is minimal incremental cost.

Others consulted:

Ben de Hann, Director Transportation and Planning, SDG
Carolyn Corkery, Halpenny Insurance Brokers
Sarah Huskinson, CAO
Kimberley Goyette, Director of Finance/Treasurer
Michel Cuerrier, Manager of Transportation

Attachments:

Draft Agreement to be executed

Signed by Sarah Huskinson - CAO/Clerk

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 22, 2020

MOVED BY: **Jacques Massie**

SECONDED BY: **Jeff Manley**

BEING a Resolution to define the current preferred transition date for the Blue Box Program to full producer responsibility.

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

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

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

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

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

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

THEREFORE, BE IT RESOLVED:

THAT the Township of North Glengarry would like to transition their Blue Box program to full producer responsibility July 1, 2024;

AND THAT this decision is based on the following rationale:

1. The decision is in no way binding on the Township of North Glengarry.
2. The Township of North Glengarry may at its' sole discretion choose a different transition day, month or year.
3. The decision is intended to allow coordinate transition with all local municipalities within the United Counties of Stormont, Dundas and Glengarry.

AND THAT the Municipality of North Glengarry would be interested in providing collection and processing services to Producers should we be able to arrive at mutually agreeable commercial terms;

AND THAT any questions regarding this resolution can be directed to Sarah Huskinson, Chief Administrative Officer at 613-525-1110;

AND THAT the resolution be forwarded to the United Counties of Stormont, Dundas and Glengarry, Local Municipalities within the United County, the Association of Municipalities of Ontario and the Ontario Ministry of the Environment, Conservation and Parks.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

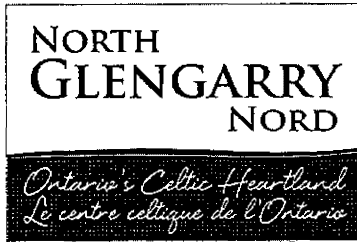
Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 6 Item f



Report – PW-10-2020

STAFF REPORT TO COMMITTEE OF THE WHOLE

Date: June 17, 2020

From: Doug Sitland, Director of Public Works

RE: Transition of the Blue Box to Full Producer Responsibility

Recommended Motion:

That Report PW-10-2020, Transition of the Blue Box to Full Producer Responsibility be received; and further

That Council provide a resolution that indicates that the Township of North Glengarry elects to have 2024 as its' ideal transition date for Transition of the Blue Box to Full Producer Responsibility; and further

That the aforementioned resolution be forwarded to the Association of Municipalities of Ontario indicating the transition date of 2024 is for informational purposes only, and in no way is legally binding. The Township will retain its right to amend as proposed transition date as additional information becomes available.

Background / Analysis:

For some time, municipalities across Ontario have been advocating for producers to have full (fiscal and operational) for end of life management of packaging and paper products. Producers are best positioned to reduce waste and increase the resources that are recovered and re-incorporated into the economy. A single system, run by the producers, will enable a consistent Province wide system that makes recycling easier and more accessible.

In August of 2019, The Minister of the Environment, Conservation and Parks (MECP) announced that municipal blue box programs will be transitioned to full producer responsibility over a three year period, based upon recommendations from the Special Advisor's report entitled "Renewing the Blue Box: Final Report on the Blue Box Mediation Process" (relevant information from the MECP website attached for information).

The municipal transition is proposed to occur between the beginning of 2023 and the end of 2025. The MECP wants to ensure that the transitioned Blue Box system is affordable for producers, workable for the waste processing sector, and effective and accessible for residents.

As Council is aware, there is a County wide (County plus all local municipalities) study on-going to look at Regional Waste Management issues and opportunities/options (refer to Information Report PW-11-2020). As each local municipality has their own local circumstances as it relates to collection and processing of Blue Box materials, all local municipalities have agreed to establish 2024 as the transition date. This will afford all local municipalities (and the County) time to consider the recommendations and options from the study. In addition, the City of Cornwall has already indicated their transition date is 2024 and as the City may be part of Regional solutions, it is important to consider their circumstances.

As for the Township of North Glengarry, own local circumstances likely provide the greatest flexibility. Our collection contract expires July 2020. The Collection Contractor has indicated his willingness to extend with only Cost of Living Allowance (COLA) increases. Our processing facility is owned and operated by the Township and thus there are no restrictions for transition.

Alternatives:

The final Blue Box regulation has not yet been approved by the Province. A draft policy is to be posted on the Environmental Registry sometime in the summer of 2020. The selected transition dates of municipalities is expected to form a schedule to this policy.

While Council may have different thought or ideas as to a transition date, the resolution to be provided will indicate that the selected date is for informational purposes and that the Township retains the right to change the transition date.

Financial Implications:

If the Township decided not to transition in 2023 (the earliest option available), the Blue Box grant provided by the Resource Productivity and Recovery Authority will continue to be available. This grant pays for 50% of the eligible costs for collection and processing.

Others consulted:

Sarah Huskinson, CAO
Linda Andrushkoff, RARE Manager
SDG and Local Municipalities Waste Officials

Attachments:

N/A

Signed by Sarah Huskinson - CAO/Clerk

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 22, 2020

MOVED BY: **Brenda Noble**

SECONDED BY: **Jacques Massie**

BEING a Resolution to define the scope of work for the repairs to Concession Road 6, including additional budget allocations for 2020

WHEREAS the Committee of the Whole for the Township of North Glengarry, at its meeting of June 17, 2020, directed that Concession Road 6 from municipal address 19963 westerly to County Road 30 be repaired by way of a pulverize and pave a single lift of asphalt at an estimated cost of \$714,450 plus HST;

THEREFORE BE IT RESOLVED:

THAT the existing 2020 budget allocation for Concession Road of \$409,936 be used for that purpose;

AND THAT the 2020 shortfall estimated to be \$304,514 be funded from the Federal Gas Tax Reserve Fund;

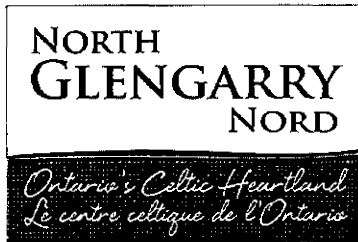
AND THAT the Dominion Bridge Structure 59 with an allocated budget of \$315,061 which was to be funded out of the Federal Gas Tax Reserve Fund be deferred to a future year.

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



Report – PW-08-2020

STAFF REPORT COUNCIL

Date: June 22, 2020

From: Doug Sitland, Director of Public Works

RE: Concession Road 6 Construction

Recommended Motion:

BEING a Resolution to define the scope of work for the repairs to Concession Road 6, including additional budget allocations for 2020

WHEREAS the Committee of the Whole for the Township of North Glengarry, at its meeting of June 17, 2020, directed that Concession Road 6 from municipal address 19963 westerly to County Road 30 be repaired by way of a pulverize and pave a single lift of asphalt at an estimated cost of \$714,450 plus HST;

Background / Analysis:

As part of the 2020 budget, Council allocated \$401 K for Hard Top Maintenance on Concession Road 6. The road has been improved from County Road 34 westerly to municipal address 19963 for a total of approximately 2700m. That project involved a pulverize of existing and paving of 1 lift of asphalt. The remainder of the road from municipal address 19963 to Dornie Road (1700 m - referred to as Phase 2) and from Dornie Road to County Road 30 (4600 m - referred to as Phase 3), the road surface is exhibiting cracking and rutting indicative of base (granular) failure.

The purpose of this report is to provide life-cycle options and cost estimates for Council to consider.

There are three basic options to consider as follows:

1. Pad and Pave - The existing asphalt would be kept, asphalt padding would be added to "fill in" ruts and other defects and a single lift of asphalt would be added. The benefit of this is a hardened base for the new road which would slightly improve the life of the asphalt. It is estimated that the life of this treatment would be approximately 10 years until the road returns to its current condition (cracked and rutted). Furthermore, the road will experience "reflective" cracking which will lead to premature pot holing. Estimates for this approach are:

	Phase 2	Phase 3
Mobilization, etc	5000	5000
Padding	26000	70400
Single Lift	130000	352000
10% Contingency	16100	42740
Total	\$177,100	\$470,140

An allowance for culverts to improve drainage could be added, but as the asphalt base treatment will be different from existing conditions, there is a high probability of differential heaving over the life of the road (similar to the new road cuts associated with the Water Line project). In addition, this will result in the finished grade of the road coming up. Staff have not conducted a survey, but it is expected that driveway tie ins can be accommodated with minor grading.

2. Pulverize and Pave – The existing asphalt would be pulverized and incorporated into the existing road base. The road would be graded and paved with a single lift of asphalt. The benefit of this approach is a marginally improved base for the new road. It is estimated that the life of this treatment would be approximately 8 years until the road returns to its existing condition (cracked and rutted). However an added benefit is that this treatment, over time and several cycles, may improve the road base, meaning future rutting and cracking will not be as severe. Estimates for this approach are:

	Phase 2	Phase 3
Mobilization, etc.	5000	5000
Pulverize	42500	115000
Single Lift	130000	352000
10% Contingency	17750	47200
Total	\$195,250	\$519,200

Similar to option 1, an allowance for culverts could be made and the finished grade of the road will come up.

3. Reconstruction – The existing asphalt and granulars would be removed and replaced with geotextile, 405 mm Granular B, 150 mm of Granular A and a single lift of asphalt. This is a permanent solution and the asphalt would have an 18 year life. At this point in time, typical lifecycle treatments could occur, including mid-life maintenance, micro-surfacing, cold in place recycling, etc. The road base would be stable and have a life of in excess of 50 years.

	Phase 2	Phase 3
Mobilization, etc.	15000	15000
Removals	22000	60000
Geotextile	43000	117000
Granular B	221000	597000
Granular A	74000	200000
Compaction	30000	80000
Asphalt	130000	352000

10% Contingency	53500	142100
Total	\$588,500	\$1,563,100

While Option 3 has a higher initial capital cost, it is a permanent solution which addresses the base failure problem. As such, Option 3 has the **lowest lifecycle cost** and it is the staff recommended solution.

Phase 2 would proceed in 2020 and Phase 3 would be proposed for 2021 for discussion by Council during the 2021 Budget deliberations.

Alternatives:

Assuming Council concurs that Option 3 is the recommended solution, it is proposed that this work be tendered in two phases, with Phase 2 being the section from municipal address 19963 to Dornie Road in 2020 and from Dornie Road to County Road 30 in 2021.

Financial Implications:

The 2020 budget of \$401 K is insufficient to complete the road under any of the three options, but there an option available to Council is as follows:

Dominion Bridge Structure 59 – \$315 K - As previously reported, the replacement cost for this structure is approximately \$815 K. Council previously decided to defer this project until at least 2021. This project could be deferred even longer and staff would recommend a simple asphalt overlay to improve rideability at a nominal cost. This project is funded from the Gas Tax. Combined with the approved budget, this would be sufficient to complete Option 3 Phase 2 in 2020 or Options 1 and 2 for both Phases.

Others consulted:

Sarah Huskinson, CAO
 Kimberley Goyette, Director of Finance/Treasurer
 Michel Cuerrier, Manager of Transportation

Attachments:

N/A

Signed by Sarah Huskinson - CAO/Clerk

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 22, 2020

MOVED BY: Johanne Wensink

SECONDED BY: Jeff Manley

THAT Report – PW-13-2020 Appointment of Drainage Superintendent be received; and further

THAT Council consider a By-Law to appoint Dean McDonald as Drainage Superintendent for the Township of North Glengarry; and

That By-law 28-2020 be read a first, second, third time and enacted in Open Council this 22nd day of June, 2020.

Carried

Defeated

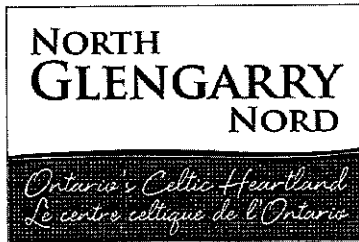
Deferred

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 h



Report – PW-13-2020

STAFF REPORT TO COMMITTEE OF THE WHOLE

Date: June 22, 2020

From: Doug Sitland, Director of Public Works

RE: Appointment of Drainage Superintendent

Recommended Motion:

THAT Report – PW-13-2020 Appointment of Drainage Superintendent be received; and further

THAT Council consider a By-Law to appoint Dean McDonald as Drainage Superintendent for the Township of North Glengarry

Background / Analysis:

As Council is aware, our current Drainage Superintendent, Manson Barton, is retiring effective June 30, 2020. Mr. Barton will continue to work with the municipality on a contract basis. This will help ensure continuity, transfer of knowledge and overlap.

Dean McDonald has completed the requisite training and is prepared and capable of performing the duties of the Drainage Superintendent.

While the Drainage Act stipulates that only one Drainage Superintendent is permitted without the approval of the Minister, that is for funding purposes only.

Alternatives:

The Township has historically held Drainage Superintendent functions in house. It will still be necessary to obtain the services of consultants from time to time.

Financial Implications:

None.

Others consulted:

Sarah Huskinson, CAO
Kim Goyette, Treasurer

Attachments:

N/A

Signed by Sarah Huskinson - CAO/Clerk

The CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW No. 28-2020

Being a By-Law to Amend By-Law No. 34-2003, pursuant to the Drainage Act 1990

WHEREAS, Section 93 of the Drainage Act, R.S.O. 1990, authorizes the Council of a local municipality to appoint a drainage superintendent and provide for his remuneration for the service performed by him in carrying out the provisions of this Act as set out therein;

AND WHEREAS Section 224 (d) of the Municipal Act, RSO 2001 provides for officers and employees of the municipality to implement and carry out Council's decisions, to establish administrative practices and procedures, to provide advice to Council on Municipal policies and programs, and to carry out duties required by legislation;

NOW THEREFORE, pursuant to the Drainage Act, R.S.O. 1990 and the Municipal Act, the Council of the Township of North Glengarry enacts as follows:

1. That Dean McDonald is hereby appointed Drainage Superintendent for the Township of North Glengarry.
2. The Drainage Superintendent appointed hereunder shall hold office until such time as deemed appropriate by Council.
3. The Drainage Superintendent shall carry out the duties imposed upon him pursuant to the Drainage Act, R.S.O. 1990 and shall submit such reports and carry out such duties as may be required of him by Council from time to time
4. That By-Law 34-2003 shall also remain in effect.
5. This By-law comes into force on the passing thereof

READ a first, second, third time and enacted in Open Council, this 22nd day of June, 2020

CAO /Clerk/ Deputy Clerk

Mayor / Deputy Mayor

I hereby certify this to be a true copy of By-law No. 28-2020 and that such by-law is in full force and effect.

Date Certified

CAO /Clerk/ Deputy Clerk

Section 7

UNFINISHED

BUSINESS

Section 8

CONSENT AGENDA

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 22, 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

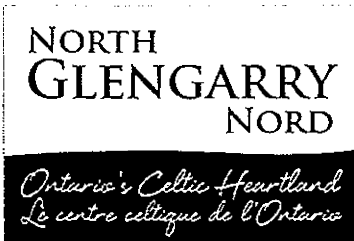
Defeated

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



STAFF REPORT TO COUNCIL

Report No: AD-2020-12

June 17, 2020

From: Sarah Huskinson – Chief Administrative Officer/ Clerk

RE: Workplan Report – June 2020

Recommended Motion:

THAT the Committee of the Whole receives Staff Report No. AD-2020-12

Background / Analysis:

The CAO/Clerk's Department is presenting Council's with their workplan for 2020. There are more policies to develop and quite a bit of work to be done on Strategic Plan items. Dealing with legal matters in 2020 has taken a substantial amount of time due to preparations for mediations and court dates. COVID and the implications of provincial and municipal changes have taken up substantial time in the CAO department.

Alternatives:

None.

Financial Implications:

None.

Attachments & Relevant Legislation:




None.

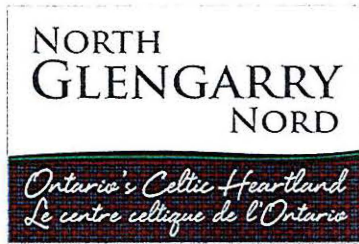
Others Consulted:

None.

Sarah Huskinson
Chief Administrative Officer/ Clerk

CAO/Clerks Department Tasks		Deliverable	Involvement	2020				2021	Progress
				Q1	Q2	Q3	Q4		
Strat Plan	Review of Municipally Owned Land	Report to Council	SH, JR						Included in the Marketing Strategy
	Communications Plan	Report to Council	SH, TK, AL						Complete - approved at the June Council meeting
	Customer Service Training	Ongoing	SMT						
	EORN - broadband and cell gap coverage	Ongoing	SH						
Policies	Code of Conduct for Council	Report to Council	SH, Council						
	Complaints Protocol Policy	Internal Document	SH, Council						
	Delegation of Authority By-Law	Report to Council	SH, LL						
	HR Policy	Report to Council	SMT						
	Records Management Policy	Report to Council	SH, LL						
	Emergency Management Training	Training	EMC						TBD - delayed due to COVID
	E-Scribe Meeting Management	Program	SH, LL, JD						Training to re-do due to new platform
	HR filing system	Internal Document	SH, JD						
	Information Technology Replacement Plan	Internal Document	SH, RE						
	Investigation	Ongoing	SH						TBD - delayed due to COVID
	Legal Matters	Ongoing	SH						Ongoing
	Wellness Program	Program	SH, JD						Ongoing

Preparation 
Execution 
Complete 



STAFF REPORT TO COUNCIL

Report No: TR2020-20

June 11, 2020

From: Kim Goyette – Director of Finance/Treasurer

RE: 2020 Workplan – Updated for June 2020

Recommended Motion:

THAT the Council of the Township of North Glengarry accepts report TR2020-20 – the Director of Finance/Treasurer 2020 Workplan updated as of June 11, 2020 for information purposes.

Background / Analysis:

The Treasury Department is presenting to Council their workplan updated as of May 13, 2020. There remains policy work to be done to ensure transparency and consistency. Policies that are in draft form include: water/wastewater billing and collections; accounts receivable; tax water relief. Due to the pandemic, these have been deferred for presentation to Council until Q3.

Asset Management Software needs to have the financial information regarding depreciation, asset values, etc. match the financial statements. Currently there is a gap. This will be balanced by December 31, 2020.

The tax department will continue to be diligent with tax sales and arrears collections, once business gets back to normal.

The year-end audit is currently underway. Staff is scanning documents or having the auditor pick up boxes of documentation for this to take place. The audit is taking longer than anticipated and hopefully it will be complete by the end of June with presentation to Council taking place in July.

There will be new tax bills created for the final billing. They will now be printed on 8 ½ x 11" paper with details noted for extra charges. They will be going out the week of June 22nd, 2020.

A variance report for the period ending May 31, 2020 is also attached with comments. At this point, the actual figures compared to the budget should provide a year end figure very close to what was budgeted.

Under Ontario Regulation 453/07 a six-year financial plan is required for licensing the drinking water system. In conjunction with the Water Works department a draft plan has been compiled which will be coming to Council for approval soon.

Staff continue to safely distance themselves by arranging alternating times in the office.

Alternatives:

None.

Financial Implications:

None.

Attachments & Relevant Legislation:

None.

Others Consulted:

Signed by Sarah Huskinson, CAO/Clerk

	Treasury Department Tasks	Deliverable	Involvement	2020				2021	Progress
				Q1	Q2	Q3	Q4		
Strat Plan	Assist Department with financial information as needed							As required	
Policies	Accounts Receivable Policy	Policy approved by Council	SM,KG						
	Utility Billing Policy	Policy approved by Council	SM,KG						
	Review Records Retention Policy	Policy approved by Council	KG, SH						
	Cash Handling Policy	Policy approved by Council	KG						
	Water Relief Policy	Policy approved by Council	KG						
	Release of Tax Information Policy	Policy approved by Council	KG						
	Use of Federal Gas Tax Funds Policy	Council	KG						
Other	Asset Management Software - Balance to Financials	Financial match software balances	KG						
	RFP for Facility Assessments for Asset Management	Award of RFP	KG, DC						
	Merge of GSP to North Glengarry financials	Successful transfer	KG, RK, AL						
	2020 Budget	Approved budget	Council, KG						
	Review Tax Arrears, more letters, and tax collection	Increased Collections, reduced arrears and increased cash flow	KG, VT						
	Sale of 2020 registered tax sale properties	Cash for sale of property	KG, VT						
	Register 2020 properties for tax sale		KG, VT						
	Vest Property to the Township		KG						
	Variance reports - Monthly to Directors	Variance reports delivered to Directors	KG						
	Temporary Borrowing Bylaw	Bylaw passed and sent to RBC	Council, KG						
	RBC Form 349	Form submitted to RBC	KG						
	Long Term Debt loan for fleet	Financing confirmed	KG						
	Final Tax Rates for 2020	Bylaw passed	KG						
	Municipal Audit	Audit Complete	KG, RK, SM, VT						
	Year End Financial Processing	Audited financial statements	SM, RK, KG						
	CWWF Claim Jan 1, 2020 to Mar 31, 2020	Claim submitted	KG					Last Claim	
	Annual Gas Tax reporting	Report sent	KG						
	OCIF Annual Reporting	Claim submitted	KG						
	Main Street Revitalization Grant reporting	Claim submitted	KG						
	Creation of cost centres for capital	Cost centres complete	KG, SMT						
	Creation of Tax Bill Inserts	inserts	KG, TK, SH						
	Variance reports - Quarterly to council	Variance reports delivered to Council	KG						
	Accounts Payable Procedures	Documented Procedures	RK, KG						
	Get rid of Vacancy rebates for taxes	Rebates eliminated	County						
	Tax Arrears Collection reports - Quarterly to Council	Variance reports delivered to Council	KG						
	Tile Drainage grant for Superintendent	Grant submitted	KG						
	Emergency Management ICS250 training	Certificate obtained	KG					Unknown at this time	
GL Account Descriptions and what to charge where	Finalized list	KG							
Ensure TD1's for all employees	TD1's complete	KG, RK							
Create shared files for Vadim Procedures	Procedures complete	KG, SDG Treasurers							
Get Debit Machines for Dome, GSP	Debit machine in place	KG, AL							
Water Financial Plan 2021-2027	Plan approved by Council	AC, KG							

Preparation 
Execution 
Complete 



COMMITTEE OF THE WHOLE

KEY INFORMATION REPORT

Report No: CS-2020-08

June 17, 2020

From: Anne Leduc – Director of Community Services

RE: Community Services Department 2020 Work Plan – June Update

Recommended Motion:

THAT the Committee of the Whole receives Staff Report No. CS-2020-08.

Background / Analysis:

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

ADMINISTRATION

COVID-19 – Staff has been keeping abreast of the information forwarded by the different ministries and Public Health regarding the reopening of certain municipal installations.

GIS System – Staff worked on the SDG GIS system to identify missing Parks & Recreation information. Staff collaborated with the Counties to remediate missing information.

Glengarry Sports Palace Audit – Staff has submitted the required documentation to Welch LLP and is awaiting the results of the audit. This will be the last separate audit for the Glengarry Sports Palace as this asset was transferred to the Township as of January 1, 2020.

Staffing – There has been a readjustment of staffing hours as additional installations (beach, splash pad) are reopening following on Provincial and Public Health directives. The rotation between the 3 park employees ensures that there is someone working in the park every day during the week during daytime hours.

Recreation administrative staff is back to normal work hours working between municipal facilities and from home.

Removal of Aquatic Vegetation – This process has started and staff will be monitoring the species that are captured and released as well as the vegetation tonnage removed from Mill Pond. A Press Release was prepared and issued to the Glengarry News about this work and a reminder was posted to Facebook.

COMMITTEE AND WORKING GROUP ACTIVITIES

Alexandria Lagoon Working Group

- Participated in the Alexandria Lagoon Working Group on Wednesday.

Arts, Culture and Heritage

- Prepared the Flexible Boundary Mailing
- A review of the Blue Plaques program was done by staff further to the comments received from the ACHC members at the May meeting.
- The Community Grants Program was revised further to the May meeting.
- Performed the near final editing and formatting review of the Alexandria Walking Tour and returned changes to designer in preparation for distribution to the Arts, Culture and Heritage Committee.

Community Development Committee

- Prepared Press Release and translation for the Development & Marketing Strategy was issued to the media regarding the upcoming virtual workshops.
- As part of the Development and Marketing Strategy, staff worked with the Committee Members and MDB Insight to prepare a North Glengarry Perceptions Survey. The survey is now live and the link to the Development and Marketing Strategy survey was posted on the Township's website on a page created especially for this project.

EVENTS AND ACTIVITIES

Boys and Girls Club Activities – Several meetings have been held with the B&G Club regarding the Summer Day Camp. Staff has confirmed that Island Park meets the conditions and requirements of Public Health to receive 16 youth. The facility would be dedicated to this activity over the 8 weeks of camp. We are expecting a decision from the B&G Club on the viability of the camp on June 17th given the low numbers that can attend and the lack of subsidies to offset the loss of revenue.

Canada Day Activities – Celebrate Canada has approved the plan to move Canada Day to the Family Day weekend. Activities would occur outside (weather permitting) and would respect all public health and provincial directives in force at that moment.

Ice Rental Reservation Forms – Ice rental reservations have been received from most associations and staff is creating the reservation calendars for the Maxville and Alexandria arena.

Seniors' Grant – The program approved under the Ministry of Seniors' was cancelled due to COVID-19. The Ministry reached out and requested updated on the viability of continuing with projects. After review, it was decided that the funds allocated would be

reimbursed to the Ministry given that it is doubtful that the Township and the Health Agencies could safely conduct a training and exercise program with seniors in the near future. The reimbursement was authorized and funds were returned to the ministry. No costs, other than staff time, were incurred by the municipality or our partners for this project.

Virtual Soccer Skills Workshop - 35 individuals registered for the Virtual North Glengarry Soccer Skills Workshop which started the first week of June. The workshops are held at 3 pm on Tuesdays and Thursdays and run until June 25th.

FACILITIES

Community Centres

- An email has been sent to the Recreation Associations and Dalkeith Plus advising that Community Centres can reopen (following Provincial and Public Health directives).
- Confirmed the annual inspection for the septic system at the Dalkeith Recreation Facility.

Glengarry Sports Palace

- Closed circuit cameras are being installed at the Glengarry Sports Palace.

Island Park

- Closed circuit cameras were installed at this facility.
- Staff has been briefed staff on opening requirements for the beach and the splash pad at Island Park (signage, etc.).
- Staff installed a highly visible low-level rope along the water to discourage geese from roosting on the cement sidewalk.
- The accessible swing's chains were damaged but the unit was promptly repaired.
- Engineered wood chips were added to bare areas underneath the small play structure at Island Park.
- The Windscreen was installed at the Tennis Courts.
- Staff has identified an issue with the metal halide lights at the Tennis Courts. We are in the process of obtaining a quote for the 2021 Capital Budget to convert this lighting to LED which would be aligned with the Township's Energy Conservation and Demand Management Plan.

Maxville & District Sports Complex

- Repainting of change rooms and lobby should be completed by end of May.
- The propane line feeding the arena has been relocated from the exterior wall of the building to underground after it was damaged in late winter by ice.

Tim Hortons Dome

- Closed circuit cameras were installed at this facility
- The Farley Group were in to assist staff with the changing out of the wood on the Dome's foundation and the repair of the guy-wires that hold the net around the soccer field.

OTHER

Business Reopening Toolkit – Created and translated the Business Reopening Toolkit into French which was launched by the Mayor on June 5th.

Community Improvement Plan

- Staff finalized the CIP contract for KMAC Electric (19506 County Road 43, in Alexandria following approval by Council on June 8, 2020.
- Staff is working with the property owner at 88 St. Paul Street on components of their CIP project.
- Staff has had a virtual meeting with a new industrial tenant and provided information on CIP and the Regional Incentives Program.

Digital Main Street Ontario program – This initiative was created through a partnership between the Government of Canada and the Province of Ontario. Here is a summary of the three programs that they offer:

- The Digital Transformation Grant Program will provide Digital Transformation training and guidance and provide the opportunity for main street businesses to apply for a grant of up to \$2,500.
- ShopHERE is a program that provides independent small businesses and artists with a quick, easy and no-cost way to get selling online right away. Digital Main Street is collaborating with Google, Shopify, Mastercard and Microsoft to build and optimize online stores for small independent businesses and artists in just a matter of days.
- The Future Proof Main Street program delivered in partnership with Communitech and Invest Ottawa helps businesses identify new markets, pivot their business model, and develop and implement a deep digital transformation plan.

Municipalities must be registered for businesses and artists in that municipality to access the Digital Main Street Ontario services. Several municipalities have done so already, including Cornwall, and others in SDG are registering as of now

Farmers Markets

- Staff worked with Maxville Farmers Market on steps towards their re-opening.
- A support letter was supplied to the Eastern Ontario Agri-Food Network to support their application for funding for the Virtual Farmers' Market.

Meetings (virtual or otherwise) – Staff has attended the:

- Tele-Townhall with Minister Lisa MacLeod hosted by the Ontario Chamber of Commerce.
- Virtual Connecting Ontario's Agri-Food Workforce.
- Recovery in the Food Processing Industry Webinar.
- Downtown Revitalization Community of Practice hosted by the Ontario Ministry of Agriculture, Food and Rural Affairs and the Ontario BIA Association.
- Webinar with the Hon. Mary Ng, Minister of Small Business organized by the Ontario Chamber of Commerce.
- Reopening Ontario's Economy Webinar from the Ontario Chamber of Commerce.

- Engaging Customers During Covid-19 webinar from the Regional Tourism Organization 9 (RTO9).
- What's Next? Covid-19 Reopening Guidance for Restaurants, Hotels and Motels webinar from the Regional Tourism Organization 9 (RTO9).
- Virtual Townhall with the Hon. Mélanie Joly organized by the Ontario Chamber of Commerce on Monday.
- Ontario's Tourism and Hospitality Sector - The impact of COVID-19 and what comes next hosted by the Ontario Chamber of Commerce.
- COVID-19 Conference Call with FedDev.
- Mental Health First Aid and The Working Mind webinar organized by the Ontario Recreation Facilities Association.
- Ramping Up as the Curve Flattens webinar from RTO9 on Thursday.

Other Economic Development Activities

- Staff assisted the owner of the Quirky Carrot restaurant as she moved towards the sale of her business.
- Staff consulted with several restaurant owners who are looking at expanding or creating patios.
- Staff worked on a “Bingo” promotion with both the Maxville and Alexandria Chambers of Commerce, which is intended to serve as a buy local campaign. Both Chambers have now decided to incorporate prizes, which are being built into the promotion, which has also been reviewed by Council. Once complete, it will be sent back to Council
- Staff is finalizing the North Glengarry Business Directory.
- The Social Media Policy and Corporate Communications Plan were revised and approved at the June 8th Council Meeting.

Website and Social Media

- Updated the Property Taxes webpage to highlight payment methods during COVID-19 and posted information to Facebook.
- Created a new Development & Marketing Strategy section.
- Posted information to Facebook.
- Updated website as needed.

COMMENTS


This report is presented for information purposes only.


	Community Services Tasks	Deliverable	Involvement	2020				2021	Progress
				Q1	Q2	Q3	Q4		
Strat Plan	Maximize the use of recreation facilities by identifying opportunities and gaps in current usage of facility times.	Ongoing	Rec Dept						
	Provide training to all departments on excellence in customer service.	Ongoing	All Departments						
	Marketing and Development Plan	Ongoing	AL						Fall 2020
	Communications plan	Completed	TK, AL, SH						Approved by Council
Capital Projects	EcDev - Interpretive Panels	Ongoing	TK						On hold - Impacted by COVID-19
	Dome - Membrane repairs	Completed	JD						Completed
	EcDev - Remembrance Day Banners	Ongoing	TK						
	Glen Robertson Playground Equipment	Completed	AL						Completed
	KingGpk - Electrical Panel	Ongoing	JD						On hold - Impacted by COVID-19
	Millsq - Architectural Design	Ongoing	AL						On hold - Impacted by COVID-19
	MSC - Water lateral Connection	Completed	AL, JA						Completed
Other	Admin - Business & Community Awards Gala	Cancelled	AL, MD						Cancelled - Impacted by COVID-19
	Admin - Grants - Celebrate Canada - Application 2020	Ongoing	AL						Date moved to Family Day Weekend
	Admin - Grants - Seniors	Cancelled	AL						Reimbursement of funds to Ministry
	Admin - Main Street Revitalization Grant	Completed	AL						Report filed May 5th.
	Admin - Recreation Policies and Procedures	Ongoing	AL, JA, JD, RW						
	Admin - Social Media Policy	Completed	SH, TA, AL						Approved by Council
	Admin - Staff Regulatory Training	Ongoing	AL, JA, JD, RW						


Dome - Programming - 2019/2020 Women's Volleyball		AL, MD, JD, SD					Impacted by COVID-19
Dome - Programming - 2020 Flag Football		SD, JD					Impacted by COVID-19
Dome - Programming - 2020 Winter Boys & Girls Club		AL					On hold - Impacted by COVID-19
Dome - Programming - 2020 Youth Floor Hockey		JA, SD					On hold - Impacted by COVID-19
Dome - Programming - Competitive Soccer League		SD, JD					On hold - Impacted by COVID-19
Dome - Programming - Golf		SD, JD					On hold - Impacted by COVID-19
Dome - Programming - Nordic Track for Seniors		AL, JD					On hold - Impacted by COVID-19
Dome - Programming - Running Prog 2020 Winter Session		AL, JD					On hold - Impacted by COVID-19
Dome - Programming - Sportball		SD					On hold - Impacted by COVID-19
Dome - Programming - Virtual Soccer Skills Workshop	Ongoing	SD					
Dome, GSP, MSC, IP - Programming - 2020 Family Day	Completed	Rec Dept					
Dome, GSP, MSC, IP - Programming - 2020 March Break		Rec Dept					Cancelled - Impacted by COVID-19
EcDev - Arts, Culture & Heritage Committee Support	Ongoing	AL, TK					
EcDev - COVID-19 Response - Facebook Postings & Website updates	Ongoing	AL, TK					Sharing of information on Facebook & Website
EcDev - COVID-19 Response - Business Support	Ongoing	AL, TK					Working with Maxville & Alexandria Chambers to support local businesses

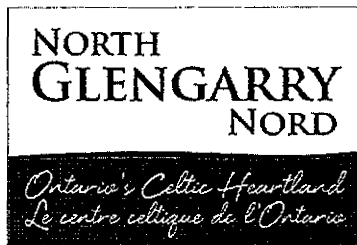
EcDev - COVID-19 Response - Employer Support	Ongoing	AL, TK					Working with various ministries & SDG EcDev to ensure that needs of business owners are heard at various government levels and shared back with owners
EcDev - COVID-19 Response - Ministry of Tourism, Culture and Heritage	Ongoing	AL, TK					Coordinating with Ministry to support organizations in North Glengarry that have received funding under the grant (reporting requirements & additional funding)
EcDev - Blue Plaques Program Review	Ongoing	AL, TK					
EcDev - Community Grants Review	Ongoing	AL, TK					To be presented to Council
EcDev - Community Improvement Plan Public Consultation and Review	Ongoing	AL, TK					Late Summer 2020
EcDev - Community Grants	Ongoing	AL, TK					Adjustments to events impacted by COVID-19
EcDev - Glengarry Routes Tour	Ongoing	TK					September 19th
EcDev - NG Community Grants Café	Ongoing	AL, TK					February 20th
EcDev - NG Tourism Grants Café (September)	Ongoing	AL, TK					September 22nd
EcDev - Regional Incentives Program	Ongoing	TK					
EcDev - Teeny Tiny Summit (June)		AL, TK					On hold - Impacted by COVID-19
GSP - Audit	Ongoing	AL, MD					May/June
GSP - Programming - 4 on 4		MD, SD, RW					Cancelled - Impacted by COVID-19

GSP - Programming - Little Sens-type Programming		AL, MD	Preparation				On hold - Impacted by COVID-19
GSP - Programming - Yoga 2020 Winter Session		MD, SD	Execution				Waiting for Public Health Directives
GSP - Programming - Youth Broomball		MD, SD, RW	Preparation				Waiting for Public Health Directives
GSP, MSC - Refrigeration Plant Certification TSSA	Com	AL, RW, JA	Execution	Complete			Certificat obtained
IP - Aquatic Vegetation Removal Permit	Completed	AL	Complete				Permit obtained - to start no later than June 15th
IP - Geese Mitigation Program Permit	Completed	AL	Complete				Permit obtained and report filed
IP - Programming - 2020 Swimming Lessons	Completed	SD	Complete				Report to Council April 14, 2020
IP - Programming - 2020 Winter Boys & Girls Club		AL	Execution				May require adjustments - Impacted by COVID-19
IP - Programming - Summer Camp Boys & Girls Club		AL, SD, MD	Execution	Execution			Working with B&G Club on offering program
MSC - Community Kitchen Program		AL, TK, SD	Execution				On hold - Impacted by COVID-19
MSC - Programming - Floor Hockey		MD, SD	Execution				On hold - Impacted by COVID-19
MSC - Glengarry Sports Hall of Fame		JA	Preparation				
MSC - Programming - Kilt Skate 2021	Ongoing	AL, TK & Others	Complete			Execution	South Glengarry March 1, 2020

Preparation 

Execution 

Complete 



STAFF REPORT TO COMMITTEE OF THE WHOLE

Report No: BP-2020-19

June 17, 2020

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

RE: 2020 Work Plan

Recommended Motion:

THAT the Council of the Township of North Glengarry receives Staff Report No. BP-2020-19 – the Director of Building, By-law & Planning 2020 Work Plan.

Background / Analysis:

The Building, By- Law & Planning Department is presenting the Council of the Township of North Glengarry with their work plan update for 2020.

BUILDING

Maxville Water Project

The CBO and the Technician from Water Works, a licensed plumber started to do some scheduled inspections for turning on the municipal water, about 40 are supplied by municipal water at this time. During this COVID-19 crisis, the Township has suspended all inspections on water meter and installation inside any dwelling units. About 20 to 30 properties now have water but have not been inspected at this time. When their meter installation gets inspected, the Township does a reading of the meter and provides the information to the Water and Sewer Collector, so the Township can back charge the owners. We have received 5 applications for water connection since COVID-19. When the Emergency Order is lifted by the Province, we will evaluate how to do the inspections safely for both the homeowner and us.

Building Permit Application & Tracking Software

The Department is working alongside IT to create newer software for Building Permit Applications & tracking system being linked with Zoning and to assess all cost to make right decisions for future. The Township's decision to transfer VADIM data to the United Counties will limit the options available to the Department for the software. The new IT/GIS technician

will help greatly with this matter. We are currently looking into a software called CGIS already used by 3 Townships in SDG.

Review of Sign By-law

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

Review of Civic Number By-law

The Civic Numbering By-law is was presented to Council on April 27, 2020 and was passed. The application for a civic number is now in effect and we can now start charging as per the new By-law.

Building Permits

The Building Department is currently processing and reviewing application, issuing permits and inspecting properties in a normal manner. The province has lifted all restrictions for construction. We are currently at a very similar permit issuance pace as the previous years so COVID-19 did not affect North Glengarry, as far as construction goes, which is also the case with neighbouring Townships in Eastern Ontario.

Office Desks

The renovation at the Township office has started. The existing main reception desk is now completely moved upstairs. The flooring company is scheduled to start during the week of June 15-19, and then the new desk should be installed shortly after. The waiting area is larger than what shown to Council at the last meeting, the desk is installed farther back which gives more room. We will have to evaluate how we accommodate the social distancing in the waiting area once the renovation is completed. There will be some minor touch-ups to be done but the general construction of the desk will be completed. We will need, prior to opening, the protective glass for both desks.

Restaurant Patios

As you all know, last week the Ontario Government announced that it has moved into Phase 2 using a regional approach for the reopening of businesses in the province. One of the new measures permits licensed establishments to create a patio adjacent to their premise or increase the size of their patio to welcome patrons on-site. Owners or operators of restaurants and bars in North Glengarry are required to contact the Township's Building Department at 613-525-1116 to verify that they meet all provincial, public health and municipal directives to prior to opening to the public. We are requiring the restaurant owners or operators to provide us with a plan showing all safety measures, access, existing, lighting, fencing, PPE, social distancing, occupancy, any structural component, encroachment, etc. to ensure public's safety.

BY-LAW ENFORCEMENT

Review of Garage Sale By-law

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

Ongoing Complaints

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

The By-law Enforcement had been very busy during the COVID-19 crisis to comply with all Provincial and Federal implementations regarding many restrictions/recommendations such as limiting distances and gatherings of people. He has also been disinfecting the main office daily to ensure our safety. He is also patrolling all municipal properties to ensure everything is safe and compliant. He is our main link between us and the OPP, trying to get as many people as possible to comply with the “stay home” orders. The By-law Enforcement Officer has placed an order and received some PPE for the Township, which will be required for many things moving forward.

PLANNING

Draft Zoning By-law Review (2020)

The zoning information has been updated until 2019 with the latest zoning by-law amendments and minor variances. The information is available online to the public through the SDG Counties Mapping tool. The Planning department also created a dedicated planning page on the Township of North Glengarry website, it can be accessed by clicking “Planning, Development and Zoning.” On the bottom left hand corner of the Township website main page. The GIS technician has completed the draft 2020 zoning schedules in PDF form, this will be an attachment to the new zoning by-law for public reference. The next steps in the zoning by-law review include conducting site verifications to ensure compliance with zoning compared to actual on the ground uses.

Cannabis Related Development Zoning By-law

The Planning Department is working on the revised housekeeping zoning by-law and Staff Report to address Planning Committee’s comments from the June 8 committee meeting.

Clear Cutting By-law

The Planning Department will be moving forward through the online public consultation process, as agreed during the June 8th Council Meeting.

LPAT Official Plan Appeal

The appeal is ongoing. The process has been further delayed by COVID 19. The SDG Counties received the review of an independent agricultural consultant regarding the proposed revisions to the Agricultural and Rural designations in the Official Plan.

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

The Planning Department is working on several files with applicants that will be forwarded to Council in due time. Pre-consultation meetings are still conducted via phone for safety reasons.

Inventory of vacant lands in Alexandria and Maxville

The GIS Technician is working on a list of vacant lands that may have potential for development in Alexandria and Maxville. This will include a list of lands with a map highlighting the properties.

Planning Meetings, Committee of Adjustment Meetings, Public Meetings

To provide more timely information to the public, the public and planning information packages will be available to the public by 4pm the Wednesday before the scheduled meeting. However, this means that occasionally there will be additions or changes to the information that is posted online, since agency comments tend to be submitted at the last moment in certain cases.

Alternatives:

None.

Financial Implications:

No financial implications to the Township

Attachments & Relevant Legislation:

None.

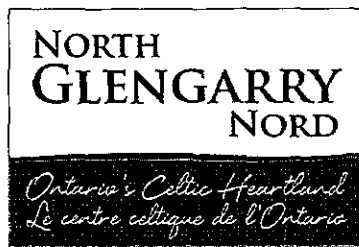
Others consulted:

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

Signed by Sarah Huskinson – CAO/Clerk

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

Preparation 
Execution 
Complete 



Report – PW-11-2020

STAFF REPORT TO COMMITTEE OF THE WHOLE

Date: June 17, 2020

From: Doug Sitland, Director of Public Works

RE: Regional Waste Management Study

Recommended Motion:

That Report PW-11-2020, Regional Waste Management Study be received for information only.

Background / Analysis:

In February of 2020, the United Counties of Stormont, Dundas and Glengarry (the County or SDG) formed a committee to look at the feasibility of regionalizing waste management. Primarily led by the individual local municipalities, due to decreasing landfill capacity, increase in costs, existing contractual issue and demand for services from residents, there is a perceived need and potential opportunity to run efficient and consistent waste management services across the County.

A Request for Proposal (RFP) for consulting services to complete a detailed analysis of waste management practices across the County was issued and awarded by County Council on April 30, 2020. The selected consultant is DFA Infrastructure at a contract price of \$124,530 plus HST. The goal of the study is to provide recommendations to all parties on opportunities to achieve cost, operational and service efficiencies through process change, best practices and greater collaboration amongst partners.

The project and milestones will be governed by a steering committee consisting of County staff and select municipal staff. The Township of North Glengarry is on the steering committee. The project (recommendations and opportunities) is scheduled to be completed early in the first quarter of 2021.

Some of the guiding principles include:

- Support Transition to Full Producer Responsibility and Future Recycling Role – The opportunity should position local municipalities, SDG and the City of Cornwall for transitioning to full producer responsibility including consistency in levels of service and reduced recycling contamination.
- Future Recycling Role – The opportunity should facilitate the future role (s) that the local municipalities, SDG and the City of Cornwall may wish to have in recycling following the transition to full producer responsibility.

- Recycling Processing – This would leverage the current agreements that some local municipalities have with the City of Cornwall and consider whether or not the North Glengarry Material Recovery Facility (MRF – RARE) should have a role.
- Efficiencies – The opportunity should create efficiencies on a regional basis with consideration of a “regional” level of service.
- Cost Reduction – The opportunity should lead to cost reductions to the extent possible for each solid waste program component. It is recognized that an increase in a level of service typically results in an increased cost.
- Disposal Capacity – The opportunity should facilitate maximizing the existing remaining landfill capacity and minimize costs for securing new capacity. Cornwall will be included.
- Landfill Disposal – The opportunity would review of the role of the County in managing landfill sites and seeking new capacity in Partnership with the City of Cornwall, including access to private disposal capacity.
- Management Capacity – The opportunity should provide a robust management structure and adequate staff and resource capacity sufficient to manage the respective solid waste programs and services in a sustainable way
- SDG as agent for other solid waste components – The opportunity would be to review any opportunity for the County to be an agent in other solid waste programming areas such as public education and outreach
- Transfer of Jurisdiction for Solid Waste Site- This opportunity would review the transfer of all solid waste responsibilities (closed landfills for example) to the County
- Inter-Municipal Opportunities – This opportunity would examine to potential for some local municipalities to partner to achieve some or all of the principles.

Currently the project is in the “information gathering stage”. In North Glengarry’s case, we are in the process o gathering the requested information and have had the first “one on one” meeting with the Consultant to explore and document our specific circumstances.

Updates will be provided to Council as required.

Alternatives:

The recommendations will not be available until the first quarter of 2020. As always, there will be nothing binding on individual municipalities.

The contract for waste collection services in North Glengarry is set to expire July 31, 2020. A report will be forthcoming from staff to extend the contract on a year by year basis at the same level of service with COLA increases.

The agreement for disposal at the GFL landfill site in Moose Creek expires in 2021. The Township will seek to secure disposal rights as part of an interim arrangement pending implementation of any of the recommendations from the study.

Financial Implications:

The Township has agreed to provide funding of \$10 K for this initiative and it is included in the 2020 budget. The local municipalities funding commitment is \$10 K each with the County covering the remainder.

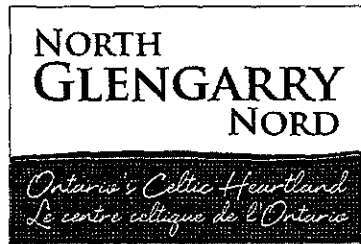
Others consulted:

Sarah Huskinson, CAO
SDG and Local Municipalities Waste Officials

Attachments:

N/A

Signed by Sarah Huskinson - CAO/Clerk



Report – PW- 12

STAFF REPORT TO COMMITTEE OF THE WHOLE

Date: June 17, 2020

From: Doug Sitland, Director of Public Works

RE: Public Works - Work Plan Update – June 2020

Recommended Motion:

That Report – PW - 12, Public Works – Work Plan Update – June 2020 be received for information only.

Background / Analysis:

COVID – 19

All staff have returned to the work place, five days a week. Outside staff are still working alone. When a task requires more than one person, they wear appropriate PPE. Individuals are assigned to a particular truck. Across the County, some municipalities have elected to install plexi-glass barriers in trucks. To date, North Gengarry has not taken that step.

Roads and Fleet

Gravel application is essentially complete for 2020 and Calcium is almost complete.

Weed spraying is complete and every rural road was treated in 2020. In addition, all guide rails were sprayed.

The razor attachment for the excavator has been received and has been used in several locations. The razor is an “aggressive” tool, but thus far no complaints have been received.

Water and Sewer

Operations are proceeding as normal. Regulatory monitoring and reporting is on-going.

Road patches associated with winter work have almost been completed.

A service break on Main Street Alexandria over a weekend required a short term traffic disruption, but the repair was completed in short order and the patch (sidewalk and road) has been completed.

Drainage

The Drainage Superintendent, Manson Barton, has submitted his resignation effective June 30, 2020. In the interim, Zoe Bougie will take on more administrative and technical responsibilities and through a By-Law to be presented at the next regular Council Meeting, Dean MacDonald will be designated a Drainage Superintendent for the Township. Mr. Barton will continue to offer some services as a Consultant.

RARE and Waste Collection

Waste Collection operations have returned to normal with the typical bag limit for road side collection.

North Dundas has formally requested if North Glengarry would be willing to accept recyclables at the RARE facility. A report for decision of Council will be forthcoming at the next Council Meeting.

Capital

The Alexandria Water Treatment Plant remains on schedule. Siding is near complete and work on the basins is on-going. A new flocculation tank is in service. Another filter has been taken out of service for upgrading.

Initial work for the watermain relining project under Mill Pond is underway. Staff will be visiting a site in Kingston to observe a similar project. Not only will this provide valuable insight to our project, it may count towards training credit.

The Creek Road Bridge will go to tender shortly with construction to be completed by the fall. The Dominion Street Bridge has been deferred to at least 2021.

Report on Road construction projects has been prepared and construction activities are scheduled to start soon.

Work with respect to RARE and Work Plan Initiatives with respect to waste collection and RARE are on hold. The Regional Waste Management Study is underway and is expected to be complete around January 2021.

Minor deficiencies associated with the Maxville project remain outstanding.

Alternatives:

N/A

Financial Implications:

N/A

Others consulted:

Internal Departmental Staff

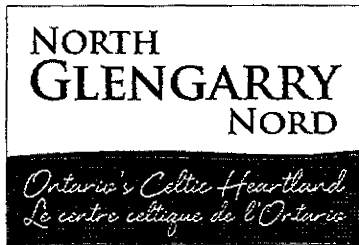
Attachments:

Work Plan Update

Signed by Sarah Huskinson - CAO/Clerk

Public Works Department Tasks		Deliverable	Involvement	2020				2021	Progress
				Q1	Q2	Q3	Q4		
Strat Plan	Provide safe potable water to the residents of Maxville.	Water quality monitoring	PW/WW	Complete	Complete			Project essentially complete. Seasonal Deficiencies and minor items remain. Connections on-going	
	Upgrade the wastewater treatment system in the Town of Alexandria	Plant upgrade	PW/WW/ENG.	Preparation	Preparation			Contingent on Funding, Tender document complete. MECP inspection and report to be addressed.	
	Cost benefit analysis of road types for each Twp. road.	Report	PW	Preparation	Preparation			Initial Report to be presented in July 2020	
	Develop a plan in collaboration with the County to redesign specific roads for diverting heavy truck traffic.	Engineer Report	PW	Preparation	Preparation			Ongoing study. PIC scheduled for March 25, 2020 delayed due to COVID-19. County arranging to move forward with "virtual" PIC	
	Cost benefit analysis for the RARE plant.	Report	PW	Preparation	Preparation			County has initiated a study relating to Waste Management. This Strategic Plan item is deferred pending County wide initiative estimated to be complete in Q1 - 2021	
	Review the curbside collection program for the feasibility and costs savings by collecting the garbage internally or contracting the services to a private company	Report	PW	Preparation	Preparation			County has initiated a study relating to Waste Management. This Strategic Plan item is deferred pending County wide initiative estimated to be complete in Q1 - 2021. The existing Collection Contract expires July 31, 2020 and staff will be proposing to extend at least until July 21, 2021.	
	Investigate ways to increase the waste diversion rate.	Report	PW/RARE	Preparation	Preparation			County has initiated a study relating to Waste Management. This Strategic Plan item is deferred pending County wide initiative estimated to be complete in Q1 - 2021	
Pump needs study		EVB/water dept.	Preparation	Preparation			Part of the master service plan		
Pump Flow testing		EVB/water dept.	Preparation	Preparation			Part of the master service plan		
Valve and Hydrant replacement	Updated maintenance logbook	all water staff	Preparation	Preparation			On-going		
Polymer and Coagulant pump		all water staff	Preparation	Preparation			Forms part of the Alexandria water treatment plant upgrades		
Forcemain air relief valve		all water staff	Preparation	Preparation					
Sewage pumps		all water staff	Preparation	Preparation			Work not complete and no completion date set at this time		
Sewage pumping station roofs		all water staff	Preparation	Preparation					
Alexandria water treatment plant upgrade		EVB/WW/Const.	Preparation	Preparation			Contract awarded to Bourgon Construction, Completion 2020		
Bishop St. Bridge	Deck Cond Survey/Rehab	PW/Eng/Const.	Preparation	Preparation			Report from Engineer received		
Concession 8 Bridge	Deck Cond Survey/Rehab	PW/Eng/Const.	Preparation	Preparation			Report from Engineer received		
Dominion St. South Bridge	Major Rehab	PW/Eng/Const.	Preparation	Preparation			Replacement of the structure is recommend solution. Project deferred until at least 2021		
Sidewalk Repair/Replacement	New Sidewalks	PW/Const.	Preparation	Preparation			Sandfield Sidewalk, Spring 2020		
Skye Road (Phase 1)	Road Section Rehabilitation		Preparation	Preparation			± 3.2 km road section rehabilitation (pavement to be completed in Spring 2020, road base is soft)		
Creek Road Bridge - RFP Bridge Design	Engineering Services		Preparation	Preparation			Design on-going. Tender June 2020		
GPS System Upgrade			Preparation	Preparation			To be reviewed - No budget identified for 2020		
RARE - South Wall and Dock Repairs	Asset Management	RARE	Preparation	Preparation			On hold - Operation Review		
RARE - New Gate	Regulatory	RARE	Preparation	Preparation			On hold - Operation Review		
2020 Capital Program		All Staff	Preparation	Preparation			Projects proceeding except as has already been reported to Council		
Fleet Management Plan - Township	Internal document	PW/Other Depts.	Preparation	Preparation			2020 Review		
Legal matter - slip and fall		PW/CAO	Preparation	Preparation			Ongoing		
Update Winter Maintenance Policy	Regulatory	PW	Preparation	Preparation			Initial report provided June 2020		
Bridge Inspections	Internal Document	PW/Eng.	Preparation	Preparation			2019 Report received. Inspections to be arranged for 2020		
Alexandria Landfill Closure	External document	PW/Eng.	Preparation	Preparation			Jp2g Engineering study/report		
Gravel Road Convesion Candidates	Internal document	PW	Preparation	Preparation			Geotechnical work in summer 2020. Initial report to come forward in July 2020		
Road Needs Study Update	Internal document	PW	Preparation	Preparation			2020 Review		
Municipal Drain Report ARDA	External document	Drainage Eng.	Preparation	Preparation			Ongoing, Lascelles Eng.		
Monitoring Well Development/Install	Monitoring reports	PW/Eng.	Preparation	Preparation			Jp2g Consultants Inc. to install monitoring wells on newly purchase property (CAZ) Glen Robertson		

Preparation 
Execution 
Complete 



STAFF REPORT TO COUNCIL Report No: FD 2020-06

June 17, 2020

From: Matthew Roy - Fire Chief

RE: 2020 Work Plan

Recommended Motion:

That the North Glengarry Council receives Staff Report No. FD 2020-06 the Fire Chief's 2020 Work Plan update.

Background / Analysis:

Last Work Plan update: April 2020

COMMUNICATION

Phase 3 of the project paging system and equipment is currently on hold due to the current situation and delivery of equipment from Italy. Currently anticipating delay until September.

TRAINING FACILITY

The training facility project was on hold and were now reassessing outstanding tasks which can be completed within the current environment.

STATION RENOVATIONS

Renovation at Station 1 – Alexandria have been completed which included new office spaces, meeting room and bathroom. Station 3 – Maxville all new interior and exterior lighting have updated.

AID AGREEMENTS, F.D. REVIEW, BY-LAW REVIEW

Currently conducting a review of all by-laws specifically:

Establishing a fire department – under review to new OFM standard.

FIRE PERMITS – OPEN AIR BURN PERMITS

Our new fire permit system has been successful since implementation on Jan 1, 2020. We have issued the following number of permits:

Agricultural – 78

Brush – 267

Recreational – 732

COVID-19 – UPDATE

Cornwall, SD&G Paramedic tiered agreement remains unchanged since March 14, 2020, in order to minimize first responder exposures. Our training program has resumed on June 8, with enhanced protocols to ensure the safety of our members. Our new SCBA face piece have arrived where each member will be issued their own mask which will significantly reduce exposure and contamination. Safety Bulletins continue to be issued to update protocols for incident response, fire prevention, training.

Alternatives:

None.

Financial Implications:

Attachments & Relevant Legislation:

Others Consulted:

Signed by Sarah Huskinson, CAO/Clerk

Fire Department Tasks		Deliverable	Involvement	2020				2021	Progress
				Q1	Q2	Q3	Q4		
Strat Plan									
Capital Projects	Bunker Gear	Project approved by Council	MR	Complete					Completed
	Training Facility	Project approved by Council	MR	Preparation	Preparation	Complete			
	Firewells	Project approved by Council	MR	Preparation	Execution	Execution	Complete		Deferred 2021
	Station Renovations	Project approved by Council	MR	Preparation	Execution	Complete			
	Fleet - Pumper/Tanker	Project approved by Council	MR	Preparation	Complete				Completed
	Fleet - SUV/Pick up	Project approved by Council	MR	Preparation	Complete				Completed
Other	Policies and Procedures	Requires updating	MR	Execution	Execution	Execution	Complete		New SOP created, ongoing
	Record Management System	2018 Capital project	MR	Complete					Completed
	Review By-laws establishing fire department		MR	Execution	Execution	Complete			
	Communication Project	2019 Capital Project	MR	Preparation	Preparation	Complete			Phase 3 - Outstanding
	Fire Permits	Updating	MR						
	COVID-19 - Update	Updating	MR	Execution	Execution				

Preparation 
Execution 
Complete 

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

PUBLIC MEETING

Tuesday, October 15th, 2019
Council Chambers
Centre Sandfield Centre
102 Derby Street West, Alexandria, ON

A Public Meeting was held in the Council Chamber on Tuesday, October 15th, 2019 at 6:30 p.m.

COUNCIL MEMBERS PRESENT:

Mayor – Jamie MacDonald
Deputy Mayor – Carma Williams
Councillor (Lochiel Ward) – Brenda Noble
Councillor (Kenyon Ward) – Jeff Manley
Councillor (Alexandria Ward) – Michel Depratto

REGRETS: Councillor (At Large) – Jacques Massie
Councillor (Maxville Ward) – Johanne Wensink

MUNICIPAL STAFF PRESENT:

CAO/Clerk – Sarah Huskinson
Director of Building, By-law & Planning – Jacob Rheume
Township Planner – Kasia Olszewska

PUBLIC MEETING CALLED TO ORDER

The chair of the Committee called the Meeting to order at 6:30 p.m.

1. DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF

2. ACCEPT THE AGENDA

Resolution No. 1

Moved by: Brenda Noble

Seconded by: Michel Depratto

That the Council of the Township of North Glengarry accepts the Public meeting agenda of Tuesday, October 15th, 2019.

Carried

3. ACCEPT THE MINUTES

- **NO MINUTES TO APPROVE AT THIS TIME**

The Meeting was then turned over to the Planning Department – Kasia Olszewska

4. ZONING AMENDMENTS

a) No. Z-11-2019

Owner: Martin Campbell

Location: 22601 Gore Rd., Glen Robertson

Purpose of application is to re-zone the severed lot from General Agricultural (AG) to Special Exception AG-PA to prohibit agricultural uses, and to re-zone the retained lot from General Agricultural (AG) to Special Exception AG-PR to prohibit residential uses.

WRITTEN COMMENTS:

- **NO WRITTEN COMMENTS**

The clerk asked three times for comments from the public in attendance. No comments were made.

VERBAL COMMENTS:

- **NO VERBAL COMMENTS**

4. ZONING AMENDMENTS

b) No. Z-12-2019

Owner: Carl Campbell

Location: 20430 Laggan-Glenelg Rd., Dalkeith

Purpose of application is to re-zone the severed lot from General Agricultural (AG) to General Agricultural Special Exception AG-180 to prohibit agricultural uses and to acknowledge the shortage of the required minimum lot frontage from the required 45m to the proposed 10m, to recognize the existing barn as an accessory building and not a livestock facility and to permit an accessory building taller than 5m.

The retained lot is to be re-zoned from General Agricultural (AG) to General Agricultural Special Exception AG-PR to prohibit residential development.

WRITTEN COMMENTS:

- **NO WRITTEN COMMENTS**

The clerk asked three times for comments from the public in attendance. No comments were made.

VERBAL COMMENTS:

- **NO VERBAL COMMENTS**

5. OLD BUSINESS

6. NEW BUSINESS

7. NOTICE OF MOTION

8. ADJOURNMENT

Resolution No. 3

Moved by: Jeff Manley

Seconded by: Carma Williams

There being no further business to discuss, the meeting was adjourned at 6:35 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

PUBLIC MEETING

Monday, November 25th, 2019
Council Chambers
Centre Sandfield Centre
102 Derby Street West, Alexandria, ON

A Public Meeting was held in the Council Chamber on Monday, November 25th, 2019 at 6:30 p.m.

COUNCIL MEMBERS PRESENT:

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

REGRETS: Mayor – Jamie MacDonald

MUNICIPAL STAFF PRESENT:

CAO/Clerk – Sarah Huskinson
Director of Building, By-law & Planning – Jacob Rheume
Township Planner – Kasia Olszewska

PUBLIC MEETING CALLED TO ORDER

The chair of the Committee called the Meeting to order at 6:30 p.m.

1. DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF

2. ACCEPT THE AGENDA

Resolution No. 1

Moved by: Johanne Wensink

Seconded by: Jeff Manley

That the Council of the Township of North Glengarry accepts the Public meeting agenda of Monday, November 25th, 2019.

Carried

3. ACCEPT THE MINUTES

Resolution No. 2

Moved by: Jeff Manley

Seconded by: Johanne Wensink

That the Council of the Township of North Glengarry accepts the minutes of the Public Meeting of Monday, September 9th, 2019.

Carried

The Meeting was then turned over to the Planning Department – Kasia Olszewska

4. ZONING AMENDMENT

a) No. Z-13-2019

Owner: Christopher & Elizabeth Nutt

Location: Eigg Rd., Alexandria – Concesion 3 Part Lot 37

Purpose of application is to re-zone the subject lands from Rural (RU) to Rural Special Exception 15 (RU-15) to permit a detached secondary dwelling structure with a ground floor area of 426 square feet which is less than the required 800 square feet.

WRITTEN COMMENTS:

- **NO WRITTEN COMMENTS**

The clerk asked three times for comments from the public in attendance. No comments were made.

5. OLD BUSINESS

6. NEW BUSINESS

7. NOTICE OF MOTION

8. ADJOURNMENT

Resolution No. 3

Moved by: Brenda Noble

Seconded by: Michel Depratto

There being no further business to discuss, the meeting was adjourned at 6:52 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

PLANNING COMMITTEE MEETING

Monday, November 25th, 2019
Council Chambers
Centre Sandfield Centre
102 Derby Street West, Alexandria, ON

A Public Meeting of Planning was held in the Council Chamber on Monday, November 25th, 2019 at 6:30p.m.

COUNCIL MEMBERS PRESENT:

Mayor – Jamie MacDonald
Deputy Mayor – Carma Williams
Councillor (Lochiel Ward) – Brenda Noble
Councillor (At Large) – Jacques Massie
Councillor (Kenyon Ward) – Jeff Manley
Councillor (Maxville Ward) – Johanne Wensink
Councillor (Alexandria Ward) – Michel Depratto

MUNICIPAL STAFF PRESENT:

CAO/Clerk – Sarah Huskinson
Director of Building, By-law & Planning – Jacob Rheume
Township Planner – Kasia Olszewska

PLANNING COMMITTEE MEETING CALLED TO ORDER

The chair of the Committee called the Meeting to order at 6:30 p.m.

1. DISCLOSURE OF CONFLICT OF INTEREST AND THE GENERAL NATURE THEREOF

- There were no declarations of interest

2. ACCEPT THE AGENDA

Resolution No. 1

Moved by: Michel Depratto

Seconded by: Brenda Noble

That the Council of the Township of North Glengarry accepts the Planning Committee meeting agenda of Monday, November 25th, 2019.

Carried

3. ACCEPT THE MINUTES

Resolution No. 2

Moved by: Brenda Noble

Seconded by: Michel Depratto

That the Council of the Township of North Glengarry accepts the minutes of the Planning Committee Meeting of Tuesday, October 15th, 2019.

Carried

The Meeting was then turned over to the Planning Department – Kasia Olszewska

4A. ZONING AMENDMENT

a) No. Z-13-2019

Owner: Christopher/Elizabeth Nutt

Location: Eigg Rd., Alexandria (CONC 3 PART LOT 37)

Resolution No. 3

Moved by: Jeff Manley

Seconded by: Johanne Wensink

That the Planning Committee recommend approval of zoning amendment **Z-13-2019** and that the application be forwarded to the Council of the Township of North Glengarry for further consideration and approval.

Carried

4B. SEVERANCE

a) No. B-93/19

Owner: Kent MacSweyn

Location: 1836 County Rd 34, Dalkeith

Resolution No. 4

Moved by: Jacques Massie

Seconded by: Jeff Manley

That the Planning Committee receives severance application **B-93/19** for information purposes only.

Carried

5. OLD BUSINESS

6. NEW BUSINESS

7. NOTICE OF MOTION

8. ADJOURNMENT

Resolution No. 5

Moved by: Johanne Wensink

Seconded by: Jeff Manley

There being no further business to discuss, the meeting was adjourned at 7:02 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

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 22, 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, March 9, 2020 and 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 12

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 22, 2020

MOVED BY: **Brenda Noble**

SECONDED BY: **Jeff Manley**

Adopt Minutes of "Closed Session"

That the minutes of the Municipal Council "Closed" session meeting of January 13, 2020, March 9, 2020 and June 8, 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	_____	_____

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 22, 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

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

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

Section 12

Section 13

CONFIRMING BY-LAW

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 29 - 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 22, 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 22nd 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. 29-2020, duly adopted by the Council of the Township of North Glengarry on the 22nd day of June 2020.

Date Certified

CAO/Clerk / Deputy Clerk

Section 14

ADJOURN

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: June 22, 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

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

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

Section 14