

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

**Monday May 8, 2017 at 7:00 p.m. – Council Chambers
102 Derby Street West, Alexandria, Ontario K0C 1A0**

Draft Agenda

THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

1. ACCEPT THE AGENDA (Additions/Deletions) ® (Carma)
2. DECLARATIONS OF CONFLICTS OF INTEREST
3. ADOPTION OF PREVIOUS MINUTES ® (Jamie)
 - a) Regular Meeting of Council – April 24, 2017
 - b) Special Meeting of Council – May 1, 2017
4. DELEGATION(S)
 - a) Lorne Franklin from Robinson Consultants Inc. re. Chenier – Jeurond Municipal Drain
5. COMMITTEE RECOMMENDATIONS
6. CAO/CLERK'S DEPARTMENT - Daniel Gagnon, CAO/Clerk
 - a) Fire Department Standing Committee (Report to be circulated Monday May 8th) ® (Carma)
 - b) Verbal update – Open Air Burning By-law
7. RECREATION DEPARTMENT / COMMUNITY SERVICES DEPARTMENT –
Anne Leduc, Director of Recreation/Community Services
 - a) Verbal update – County Road 34 Crosswalk
8. FINANCE DEPARTMENT - Johanna Levac, Treasurer
 - a) Investment Policy – Quarterly Report - January to March 2017 ® (Jamie)
 - b) Tax Rate By-law #19-2017 ® (Michel)
9. PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT -
Gerry Murphy, CBO/Senior By-law Enforcement Officer/Planning Manager
10. PUBLIC WORKS DEPARTMENT – Ryan Morton, Director of Public Works
 - a) By-law 21-2017–First & Second Reading re. Chenier–Jeurond Municipal Drain ® (Brian)
11. CORRESPONDENCE
 - a) Art, Culture and Heritage Advisory Committee Minutes – March 22, 2017
12. NEW BUSINESS
13. NOTICE OF MOTION
Next Regular Public Meeting of Council Tuesday May 23, 2017 at 7:00 p.m. at the Centre Sandfield Centre, 102 Derby Street West, Alexandria, Ontario.
Note: Meeting are subject to change or cancellation.

14. QUESTION PERIOD (limit of one question per person and subsequent question will be at the discretion of the Mayor/Chair).
15. CLOSED SESSION BUSINESS
16. CONFIRMING BY-LAW
 - a) By-law 22-2017 ® (Jeff)
17. ADJOURN ® (Jacques)

Section 1

ACCEPT THE AGENDA

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 8, 2017

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday May 8, 2017.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

Section 1

Section 2

DECLARATIONS OF CONFLICTS OF INTEREST

Section 3

ADOPTION OF PREVIOUS MINUTES

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 8, 2017

MOVED BY: _____

SECONDED BY: _____

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

Regular Meeting of Council – April 24, 2017
Special Meeting of Council – May 1, 2017

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

Section 3

3(a)

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

REGULAR MEETING OF COUNCIL

**Monday April 24, 2017 at 7:00 p.m. – Council Chambers
102 Derby Street West, Alexandria, On K0C 1A0**

A Regular meeting of the Municipal Council was held on April 24, 2017 at 7:00 p.m., with Mayor Chris McDonnell presiding.

PRESENT: **Deputy Mayor** - Jamie MacDonald
Councillor at Large – Jacques Massie
Councillor (Lochiel Ward) – Brian Caddell
Councillor (Kenyon Ward) – Jeff Manley
Councillor (Alexandria Ward) – Michel Depratto
Councillor (Maxville Ward) – Carma Williams

ALSO PRESENT: **CAO** – Daniel Gagnon
Treasurer – Annie Levac
Building & Planning Administrative Clerk – Chantal Lapierre
Director of Public Works – Ryan Morton

1. DECLARATIONS OF CONFLICTS OF INTEREST

2. ACCEPT THE AGENDA

Resolution No. 1

Moved by: Carma Williams

Seconded by: Michel Depratto

That the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday April 24, 2017.

Carried

3. ADOPTION OF PREVIOUS MINUTES

Resolution No. 2

Moved by: Jamie MacDonald

Seconded by: Carma Williams

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

Regular Meeting of Council – April 10, 2017

Carried

4. DELEGATION(S)

5. COMMITTEE RECOMMENDATIONS

6. CAO/CLERK'S DEPARTMENT - Daniel Gagnon, CAO/Clerk

7. RECREATION DEPARTMENT / COMMUNITY SERVICES DEPARTMENT - Anne Leduc, Director – Community Services

8. FINANCE DEPARTMENT – Johanna Levac, Treasurer

a) Proposed 2017 Municipal Budget

Resolution No. 3

Moved by: Jacques Massie

Seconded by: Jeff Manley

That the Council of the Township of North Glengarry receive the Staff Report re: Proposed 2017 Municipal Budget; and

That Council adopt the proposed 2017 Municipal Budget as presented.

Carried

Action – AL

b) Proposed 2017 Waterworks Budget

That the Council of the Township of North Glengarry receive the Staff Report re: Proposed 2017 Budget - Waterworks Department; and

That Council adopt the proposed 2017 Budget for the Waterworks Department and that the following new flat rates be approved.

Flat Rate – Water	\$58.95/month
Flat Rate – Sewer	\$32.16/month

Carried

Action – AL/SM

9. PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT -

Gerry Murphy Chief Building Official/Senior By-law Enforcement Officer/Planning Manager

a) By-law 04-2017 - OP Repeal Adoption

Resolution No. 5

Moved by: Jeff Manley

Seconded by: Jacques Massie

That the Council of the Township of North Glengarry receives By-law 04-2017; and

That the Council adopt by-law 04-2017 being a by-law to repeal the Official Plan of the Township of North Glengarry and that by-law 04-2017 be read a first, second and third time and enacted in Open Council this 24th day of April, 2017.

Carried

Action – GM

b) Z-01-2017 – Zoning Amendment

Resolution No. 6

Moved by: Michel Depratto

Seconded by: Carma Williams

That the Council of the Township of North Glengarry approve by-law Z-01-2017 and that the By-law be read a first, second and third time in Open Council this 24th day of April, 2017.

Carried

Action – GM

c) Z-02-2017 – Zoning Amendment

Resolution No. 7

Moved by: Carma Williams

Seconded by: Michel Depratto

That the Council of the Township of North Glengarry approve by-law Z-02-2017 and that the By-law be read a first, second and third time in Open Council this 24th day of April, 2017.

Carried

Action – GM

d) Z-03-2017 – Zoning Amendment

Resolution No. 8

Moved by: Jamie MacDonald

Seconded by: Carma Williams

That the Council of the Township of North Glengarry approve by-law Z-03-2017 and that the By-law be read a first, second and third time in Open Council this 24th day of April, 2017.

Carried

Action - GM

10. PUBLIC WORKS DEPARTMENT – Ryan Morton, Director of Public Works

a) East Boundary Rd Culvert Purchase

Resolution No. 9

Moved by: Jacques Massie

Seconded by: Jeff Manley

That the Council of the Township of North Glengarry authorize the Public Works Department to purchase a 2.8mm gauge culvert from AIL. Industries in the amount of \$27,547.08.

Carried

Action – RM/AL

b) By-law 17-2017 – St Paul Street Traffic Flow & Parking

Resolution No. 10

Moved by: Brian Caddell

Seconded by: Jeff Manley

That the Council of the Township of North Glengarry approve by-law 17-2017 eliminating parking from both sides of St Paul St. between Dominion St. and Highway 34;

AND FURTHER, that the section of St. Paul St. between Dominion St. and Highway 34 be designated a westbound one-way street; and

That the By-law 17-2017 be read a first, second and third time in Open Council this 24th day of April, 2017.

Carried

Action – RM

c) Hardtop Maintenance Tender Awards

Resolution No. 11

Moved by: Jeff Manley

Seconded by: Jacques Massie

That the Council of the Township of North Glengarry authorize the CAO/Clerk and the Mayor to enter into an agreement with Duncor Enterprises in the amount of \$561,590 excluding HST for the resurfacing of various failed roads throughout the Township of North Glengarry;

AND FURTHER, that the Director of Public Works is authorized to award an additional \$42,210 in pulverizing work under this contract for the rehabilitation of Valance Rd. and Kenyon Concession 8, which funds shall be paid out of the gravel resurfacing budget for 2017;

AND FURTHER, that the Public Works Department is authorized to direct the County to proceed with the asphalt works as specified in their annual tender on behalf of the Township;

AND FURTHER, that the Director of Public Works is authorized to issue any and all change orders, alter the scope of the project and spend additional funds as required from time to time in order to prevent delays and claims against the Township.

Carried

Action - RM

11. CORRESPONDENCE

- a) Township of Madawaska Valley – Support Resolution

Resolution No. 12

Moved by: Jamie MacDonald

Seconded by: Michel Depratto

WHEREAS the Ministry of Municipal Affairs has proposed change number B-08-09-03 to the 2012 Building Code O. Reg. 332/12 as amended;

AND WHEREAS the proposed change requires septic tanks and other treatment units to be pumped out at least every five years, and records to be kept by the operator of the sewage system for submission to the chief building official upon request;

AND WHEREAS the proposed change identifies enforcement implications on principal authorities such as chief building officials due to the need for managing this program across their area of jurisdiction;

AND WHEREAS the cost/benefit implications of the proposed change fail to identify and include Municipal costs resulting from the enforcement implications for chief building officials;

AND WHEREAS the proposed change also fails to identify new provincial funding to offset these additional Municipal costs;

AND WHEREAS homeowners with septic systems are already responsible for the negative impacts of poor septic system maintenance;

AND WHEREAS the justification/explanation for the proposed change provides no evidence that mandatory pump outs every five years will enhance the maintenance of conventional systems;

AND WHEREAS the *Building Code Act* could bestow sufficient authority to the council of a Municipality to pass by-laws establishing and governing septic system maintenance inspection programs on an as needed – where needed basis to address local concerns;

THEREFORE BE IT RESOLVED THAT the Council of the Township of North Glengarry requests that the Ministry of Municipal Affairs defer implementation of proposed change number

B-08-09-03 to the 2012 Building Code O. Reg. 332/12 as amended until such time as Municipal consultations are undertaken to determine the true cost/benefit implications for municipalities and sufficient evidence is provided to justify the need for a province-wide mandatory septic system maintenance program.

AND FURTHER THAT this resolution be sent to the Honourable Kathleen Wynne, Premier of Ontario, the Honourable Bill Mauro, Minister of Municipal Affairs, Mr. Patrick Brown, Leader of the Progressive Conservative Party, Mr. Andrea Horwath, Leader of the New Democratic Party, Mr. John Yakabuski, MPP for Glengarry – Prescott – Russell, the Rural Ontario Municipal Association (ROMA), the Federation of Northern Ontario Municipalities (FONOM) and all rural and northern Ontario municipalities for support.

Carried

Action – LL

- b) East Ferris Municipality re. Building Code B 08-09-03
- c) Public Works Committee Minutes – February 13, 2017
- d) Public Works Committee Minutes – March 20, 2017

12. NEW BUSINESS

13. NOTICE OF MOTION - Next Meeting of Council, May 8, 2017.

14. QUESTION PERIOD

15. CLOSED SESSION BUSINESS

Resolution No. 13

Moved by: Jeff Manley

Seconded by: Brian Caddell

Proceed "In Camera" Session,

That the Council of the Township of North Glengarry proceeds in Camera under Section 239 (2) of the *Ontario Municipal Act* at 7:41 p.m., in order to address,

Staffing levels and succession planning in various municipal departments. (as this matter deal 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);

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

Taxation Discrepancies corrections (as this matter deal 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 “In Camera” session meeting of March 27, 2017, April 6, 2017 and April 10, 2017.

Carried

Resolution No. 14

Moved by: Jeff Manley

Seconded by: Brian Caddell

That we return to the Regular Meeting of Council at 9:02 p.m.

Carried

16. CONFIRMING BY-LAW

a) By-law No. 18-2017

Resolution No. 15

Moved by: Michel Depratto

Seconded by: Carma Williams

That the Council of the Township of North Glengarry receive By-law 18-2017; and

That Council adopt by-law 18-2017 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 18-2017 be read a first, second, third time and enacted in Open Council this 24th day of April, 2017.

Carried

17. ADJOURNMENT

Resolution No. 16

Moved by: Jacques Massie

Seconded by: Jeff Manley

There being no further business to discuss, the meeting was adjourned at 9:03 p.m.

Carried

Daniel Gagnon – CAO/Clerk

Mayor / Deputy Mayor

3(b)

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

SPECIAL MEETING OF COUNCIL

Monday May 1, 2017 – Gary Shepherd Hall
102 Derby Street West, Alexandria, On K0C 1A0

A Special meeting of the Municipal Council was held on May 1, 2017 at 3:00 p.m., with Mayor Chris McDonell presiding.

PRESENT: Deputy Mayor – Jamie MacDonald
Councillor at Large – Jacques Massie
Councillor (Lochiel Ward) – Brian Caddell
Councillor (Alexandria Ward) – Michel Depratto
Councillor (Maxville Ward) – Carma Williams

ALSO PRESENT: CAO – Daniel Gagnon
Director of Public Works – Ryan Morton

ABSENT: Councillor (Kenyon Ward) – Jeff Manley

1. DECLARATIONS OF CONFLICTS OF INTEREST

2. ACCEPT THE AGENDA

Resolution No. 1

Moved by: Jacques Massie

Seconded by: Jamie MacDonald

That the Council of the Township of North Glengarry accepts the agenda of the Special Meeting of Council on Monday May 1, 2017.

Carried

3. ADOPTION OF PREVIOUS MINUTES

4. DELEGATION (S)

5. COMMITTEE RECOMMENDATIONS

6. CAO/CLERK'S DEPARTMENT - Daniel Gagnon, CAO/Clerk

a) Verbal update – 2017 Organizational Review Project

Resolution No. 2

Moved by: Carma Williams

Seconded by: Jacques Massie

That the CAO's verbal report re. the need for an organizational review be received and that

The CAO be directed to use the negotiation method of the township's procurement policy to sole source the organizational review to Fournier Consulting Services Inc. at an upset limit of \$7,500 plus applicable taxes and that

The funds be taken from the township 2017 contingency fund and that

The Mayor and CAO be authorized to execute any documents needed to implement this direction.

Carried

Action – DG

b) Report re: Succession planning in Building/Planning/By-law Enforcement Dept.

Resolution No. 3

Moved by: Jamie MacDonald

Seconded by: Jacques Massie

That Council of the Township of North Glengarry receive the CAO / Clerk's report regarding acquiring building inspection services from the Township of North Stormont be received and

That the CAO and Mayor be authorized to enter an agreement for the provision of building inspection services from the Township of North Stormont.

Carried

Action – DG

c) By-law 20-2017 to repeal by-law 10-2015 and appoint a Deputy Chief Building Official

Resolution No. 4

Moved by: Brian Caddell

Seconded by: Michel Depratto

That the Council of the Township of North Glengarry receives By-law 20-2017; and

That the Council adopt by-law 20-2017 being a by-law to appoint a Deputy Chief Building Official, for the Township of North Glengarry and that by-law 20-2017 be read a first, second and third time and enacted in Open Council this 1st day of May, 2017.

Carried

7. RECREATION DEPARTMENT / COMMUNITY SERVICES DEPARTMENT

8. FINANCE DEPARTMENT – Johanna Levac, Treasurer

9. PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT -
Gerry Murphy Chief Building Official/Senior By-law Enforcement Officer/Planning Manager

10. PUBLIC WORKS DEPARTMENT – Ryan Morton, Director of Public Works

a) Award tender – 2017 Granular aggregate

Resolution No. 5

Moved by: Michel Depratto

Seconded by: Jamie MacDonald

That the Council of the Township of North Glengarry authorize the CAO/Clerk and the Mayor to enter into an agreement with Cruickshank Construction in the amount of \$257,500 excluding HST;

AND FURTHER, that the Director of Public Works is authorized to issue any and all change orders or alter the scope of the project in order to prevent delays or claims against the Township as a result of changes in the scope of work completed.

Carried

Action – RM

b) Award tender – pickup truck replacement

Resolution No. 6

Moved by: Jamie MacDonald

Seconded by: Jacques Massie

That the Council Township of North Glengarry pass a resolution authorizing the Public Works Department and the Community Services Department to award the purchase of the tendered fleet equipment to Laplante GMC for the respective amounts identified in the tender submissions,

AND FURTHER, that the existing units are declared surplus upon receipt of the new vehicles;

AND FURTHER, that the Public Works Department is authorized to tender the sale of the surplus equipment via auction, local tender, online auction or other means as be deemed most beneficial to the Township.

Carried

Action - RM

11. CORRESPONDENCE

12. NEW BUSINESS

134. NOTICE OF MOTION - Next Meeting of Council, May 8, 2017.

14. QUESTION PERIOD

15. CLOSED SESSION BUSINESS

Resolution No. 7

Moved by: Carma Williams

Seconded by: Brian Caddell

That the Council of the Township of North Glengarry proceeds in Camera under Section 239 (2) of the *Ontario Municipal Act* at 3:37 p.m., in order to address,

Senior Management Performance Objectives and Working Conditions (as this matter deal 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);

Carried

Resolution No. 8

Moved by: Carma Williams

Seconded by: Brian Caddell

That we return to the Special Meeting of Council at 4:20 p.m.

Carried

16. CONFIRMING BY-LAW

17. ADJOURN

Resolution No. 9

Moved by: Jacques Massie

Seconded by: Jamie MacDonald

There being no further business to discuss, the meeting was adjourned at 4:21 p.m.

Carried

Daniel Gagnon – CAO/Clerk

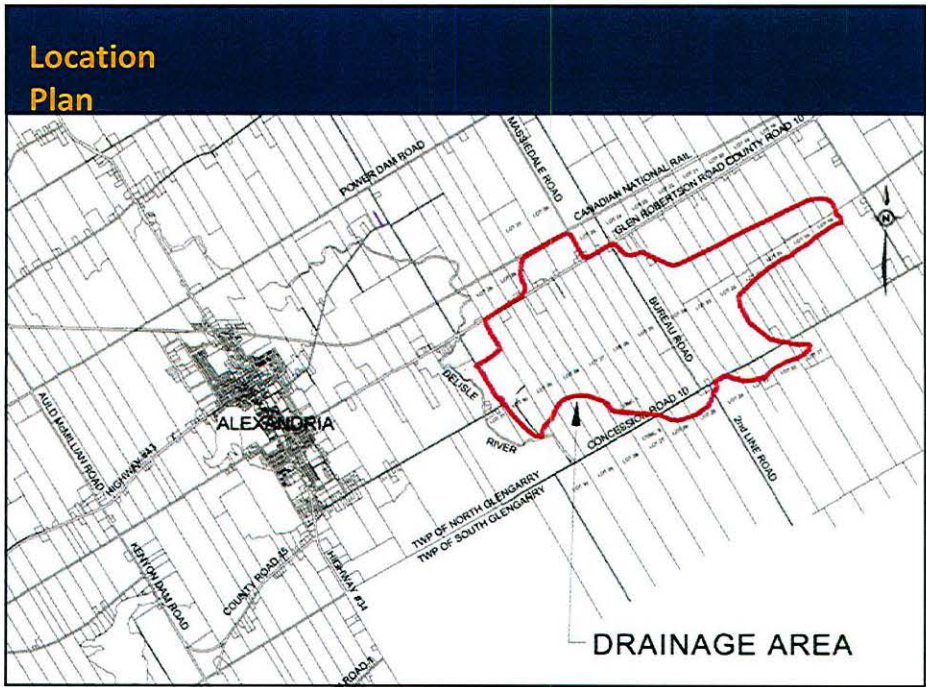
Chris McDonell - Mayor

Section 4

DELEGATION

CHENIER-JEAUROND MUNICIPAL DRAIN
MEETING TO CONSIDER THE ENGINEER'S REPORT
MAY 8TH, 2017

Presented by:
Lorne Franklin, C.E.T.
Andy Robinson, P.Eng.
Robinson Consultants Inc.



INTRODUCTION

■ HISTORY – EXISTING DRAINAGE

- The Chenier-Jeurond Municipal Drain is formed from the existing watercourse/privately constructed drain historically know as the Chenier-Jeurond Drain and by the area determined by this report to be draining to the watercourse, ultimately outletting to the Delise River.



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INTRODUCTION

HISTORY -- THE NEW ENGINEER'S REPORT

- Robinson Consultants Inc. was appointed by the Township of North Glengarry on April 13, 2015 to prepare a report for the construction of the Chenier-Jeurond Municipal Drain under Sec. 4 of the Drainage Act, RSO 1990, by petition of the affected landowners in the Township of North Glengarry.
- The preparation of the new Engineer's Report follows the review and approval of the Preliminary Engineer's Report prepared by The Ainley Group.



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INTRODUCTION

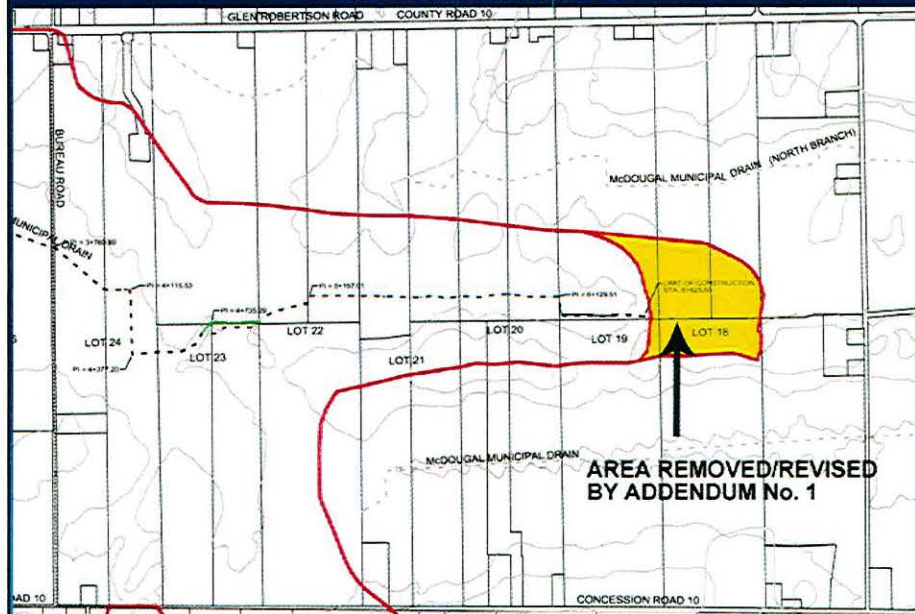
HISTORY – ADDENDUM No. 1

- Subsequent to the submission of the Engineer's Report for the Chenier-Jeaurond Municipal Drain a discrepancy in the drainage area was noted by landowners. An on-site review was completed on April 18th, 2017 and confirmed that there was a discrepancy.
- "Addendum No. 1" addresses this discrepancy and makes the required revisions to the plans, estimates and assessment schedules.



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ADDENDUM No. 1



FINDINGS OF THE ENGINEER

Through the process implemented by the Preliminary Engineer's Report and the official Drainage Act process for this Engineer's Report it was determined that a constructed drain which serves the area requiring drainage for three (3) petitions received should be constructed. The constructed drain will provide the following:

- Improved drainage for lands and roads.
- Improved drainage for tile outlets.
- Conveyance of flows to an adequate outlet.
- Fair and equitable distribution of costs for construction and future maintenance.



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REQUIRED WORKS

The following works will be implemented by the construction of the Chenier-Jeaurond Municipal Drain:

- Replacement and proper sizing of culverts at roads, farm lanes and access roads.
- Provision for a minimum freeboard for tile outlets
- Conveyance of flows to an adequate outlet.



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ASSESSMENTS

■ General

- The Drainage Act requires that the total estimated cost be assessed against the affected lands and roads under the categories of benefit (Section 22), outlet liability (Section 23), injuring liability (Section 23), special benefit (Section 24) and special assessment of public utility or road authority (Section 26). On this project there is no assessment for injuring liability.



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ASSESSMENTS

■ Benefit

- Benefit by definition under the Drainage Act, RSO is the “advantages to any lands, roads, building or other structures from the construction, improvement, repair or maintenance of a drainage works such as will result in a higher market value or increased crop production or improved appearance or better control of surface or subsurface water, or any other advantages relating to the betterment of lands, roads, buildings, or other structures”.
- Where lands that are located immediately adjacent to the drain are determined to receive a “benefit”, a benefit assessment is charged. Benefit assessments (for construction or maintenance) are only charged against properties in the section where work is being completed.



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ASSESSMENTS

■ Outlet

- Lands and roads that may be assessable for outlet liability are those lands that use a drainage works as an outlet or for which after construction or improvement of the drainage works an improved outlet is provided. The outlet or improved outlet may be provided either directly or indirectly through any drainage works, overland flow, swale, ravine, creek or watercourse. Assessment for outlet is based on location, area and rate of flow.
- Each parcel of land that lies within the drainage basin and is upstream of the location where construction or maintenance is being undertaken pays for a portion of the cost of the construction or maintenance through an outlet assessment.



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ASSESSMENTS

■ Special Benefit/Special Assessments

- "Special Benefit" is any additional work or feature included in the construction, repair or improvement of a drainage works that results in additional work beyond the mandated design standards.
- Special Benefit is governed by Section 24 and Section 26 of the Ontario Drainage Act. This allows for an assessment against any lands for which a special benefit has been provided based on the actual cost of the special benefit or the increased cost of drainage works due to the special benefit (Road Authority(s) - related to culverts)
- Special Assessment is charged where special engineering/design and construction is required to ensure adequate outlet downstream of the property (None on this drain)



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SPECIAL BENEFITS

■ Township/County Road Authority

- Section 24 of the Drainage Act provides a special benefit assessment for any lands for which a special benefit has been provided. Section 26 also makes provision to assess a public utility or road authority for the increased cost of drainage works caused by the existence of the works of the public utility or road authority.
- Engineering and "Other" costs associated with the Road Crossing are charged to the Road Authority of the Township of North Glengarry and the Road Authority of the County of Stormont Dundas and Glengarry respectively as a Special Benefit/Special Assessment.



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COST ESTIMATE

- The total cost to complete all works associated with the Chenier-Jeaurond Municipal Drain, including Engineering, Administration, Construction, Mitigation, Allowances and Permit Fees is estimated to be \$542,985.



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COST ESTIMATE – DETAILS

■ The estimated \$534,580 includes the following associated costs:

■ Construction	\$ 315,740.
■ Engineering/Administration	\$ 116,200.
■ Allowances and Carrying Costs	\$ 72,640.
■ Contingency	\$ 30,000.



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COST ESTIMATE – ASSESSMENTS

■ Of the estimated \$534,580, assessments are distributed to general categories as follows:

■ Township of North Glengarry – Roads and Lands	\$ 10,960
■ Township of North Glengarry – Special Benefit	\$ 5,990
■ Township of South Glengarry – Roads and Lands	\$ 2,890
■ County of Stormont Dundas and Glengarry – Roads and Lands	\$ 1,090
■ County of Stormont Dundas and Glengarry – Special Benefit	\$ 2,410
■ Individual Landowners (as per Schedule of Assessment)	\$ 511,240

In addition to the Township and County assessments, the respective Road Authorities are responsible for the total cost related to the replacement of culverts under Bureau Road and Glen Robertson Road. No replacement of the County Road culvert is required at this time.



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FACTORS AFFECTING ASSESSMENT

- Land Use Factor.
- Distance Factor.
- Sub-Section Factor.
- Agricultural Drainage Infrastructure Program (ADIP) Eligibility – 1/3 Grants.



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FACTORS AFFECTING ASSESSMENT

- **Land Use Factor**
 - A land use factor is included in the assessment calculation in order to account for the volume of runoff from lands that are used for different purposes. A numeric value of 1.0 is given to all agricultural land. A value of 2.0 is given to small, non-agricultural lots (residential) that are 5 acres (2.0 Ha) or less, and a value of 4.0 is given to land that is classified as institutional, commercial or is a road right-of-way.



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FACTORS AFFECTING ASSESSMENT

■ Distance Factor

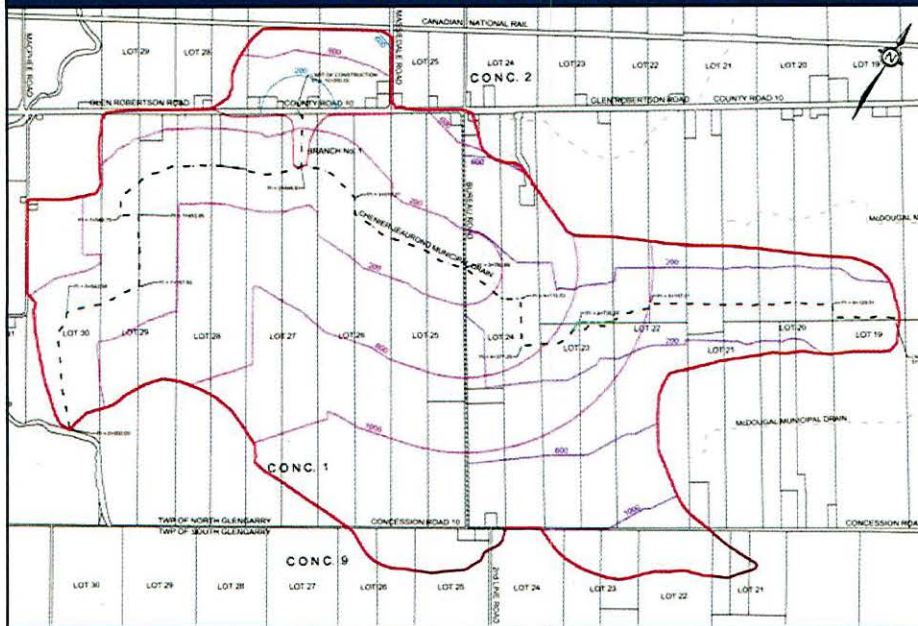
- A distance factor was developed to take into account the proximity of land to the drain and the relative amount of water that will enter the drain. A band is drawn on each side of the drain at a distance of approximately 200 meters, a second band is drawn at a distance of approximately 600 metres from the drain, and a third at 1000 meters from the drain. A property that is included entirely within the first band is given a distance factor of 1.0. A property that falls entirely within the second band is given a distance factor of 0.75. A property that falls entirely within the third band is given a distance factor of 0.50 and the land that is located beyond 1000 metres from the drain (outside the third band), is given a distance factor of 0.30.



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DISTANCE FACTORS



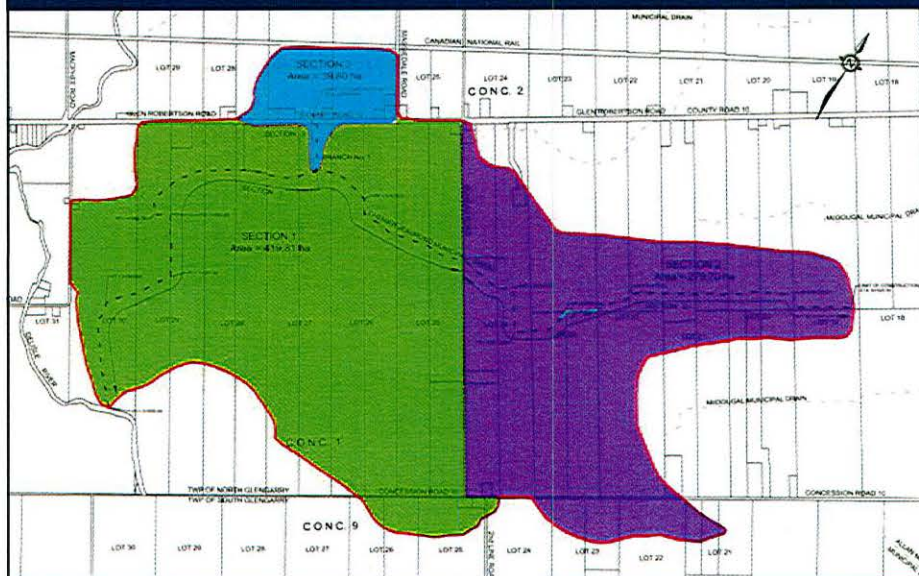
FACTORS AFFECTING ASSESSMENT

- **Maintenance Sections (Section and Sub-Section Factors)**
 - In order to develop schedules for future maintenance charges, the Chenier-Jeaurond Municipal Drain has been divided into two (2) sections and one (1) Branch.
 - Each section is further divided into three parts. The upstream part is assigned a factor of one, the middle part is assigned a factor of 0.67 and the downstream part is assigned a factor of 0.33. Each individual property is assigned a subsection factor corresponding to the location where the drainage from the property enters the drain. All properties upstream of the section where maintenance is being undertaken are assigned a factor of 1.00.



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MAINTENANCE SECTIONS



GRANT ELIGIBILITY

- The Ontario Ministry of Agriculture, Foods and Rural Affairs (OMAFRA) outlines the policies and procedures with regard to the 1/3 grant available to properties determined to be “Agricultural Lands” under the Agricultural Drainage Infrastructure Program (ADIP).
- In general, to be eligible for a grant, the property must be eligible for the Farm Tax Class (FTC).



Robinson
Consultants 27

FARM TAX CLASS (FTC)

To be eligible for the FTC a property must:

- Be assessed as farmland by the Municipal Property Assessment Corporation.
- Used as part of an ongoing farming operation generating at least \$7,000 in annual revenue.
- Hold a valid Farm Business Registration Number, and be registered with AgriCorp.
- Have more than 50% Canadian ownership.



Robinson
Consultants 28

ALLOWANCES

Allowances are paid to affected lands based on the following three factors:

- Additional lands lost due to the construction (widening) of the drain.
- Crop loss on agricultural lands where excavated material is spread at 100% for the first year, 60% for the second year, and 40% for the third year. Crop values are based on an average of typical area crop(s), at OMAFRA reported yields, and 2015 prices.



Robinson
Consultants

COURT OF REVISION

A Court of Revision (COR) hearing will be scheduled following the Meeting to Consider. An owner of land assessed for the drainage works may appeal to the COR on any of the following grounds (S.52(1) – Ontario Drainage Act):

- 1. Any land or road has been assessed an amount that is too high or too low.
- 2. Any land or road that should have been assessed has not been assessed.
- 3. Due consideration has not been given to the use being made of the land.

Where any landowner is making an appeal to the COR, written notification along with supporting documentation must be received by the Municipality 10 days in advance of the sitting of the COR.



Robinson
Consultants

MAINTENANCE

- Future maintenance of the project shall be the responsibility of the Township of North Glengarry, although the individual owners shall be responsible for periodic inspection of the drain and reporting maintenance problems to the Township.
- The cost of future maintenance is to be assessed in the same proportion as the Schedule(s) of Assessment for Construction and Future Maintenance, excluding the Road Authority Special Assessment and allowances as provided in the Engineer's Report for the Chenier-Jeaurond Municipal Drain.
- Therefore, maintenance costs are to be levied against the lands upstream from the location of the maintenance work pro-rata with the assessments for Benefit and Outlet in the Report, all of which is in accordance with the Drainage Act.



Robinson
Consultants 31

Questions?



Robinson
Consultants 32

Section 5

COMMITTEE

RECOMMENDATIONS

Section 6

CAO/CLERK'S DEPARTMENT

Daniel Gagnon

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 8, 2017

MOVED BY: _____

SECONDED BY: _____

That the CAO's report re. changes needed to procedural bylaw to update the District Fire Chief's Committee membership and terms of reference be received and that

the procedural bylaw be amended to update membership and terms of reference as outlined in the CAO's report including changing the name of the committee to the North Glengarry Fire Department Standing Committee.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

YEA

NEA

Section 6 Item a

6(a)

TOWNSHIP OF NORTH GLENGARRY

STAFF REPORT

Date: May 5, 2017
To: Council
From: _____
Daniel Gagnon
CAO/Clerk

Re: Updating the Fire Dept Standing Committee

Discussion:

Considering recent changes to the structure of the North Glengarry Fire Department (NGFD) and the number of important projects being undertaken by the department, changes to the Council fire committee are necessary. Those changes are highlighted below. Once approved by Council an updated procedural bylaw will return to the next Council meeting for adoption.

- Change name to: Fire Services Committee
- Update membership to include all of Council (from the past practice of 2 councillors).
- Allow the Fire Chief the discretion of who would attend meetings from the NGFD. (similar to what occurs in Public Works Dept. / Committee). In essence the committee will be Council (with voting rights), the CAO and Fire Chief (non-voting resources).
- Amend references to positions in light of recent restructuring.
- No changes are planned to the terms of reference at this time. However, the terms of reference are generic to all standing committees and may need to be customized to the fire service at some point in the future)

Committee meetings will resume as soon as practical.

Recommendation:

That Council of the Township of North Glengarry receive the CAO / Clerk's report regarding updating the fire department standing committee be received

and that the recommended changes to the Fire Services Committee be approved and implemented as soon as possible.

Public Works Committee:

A Public Services standing committee is hereby established and shall be composed of all 7 members of Council and 2 lay person appointed by Council resolution for the term of Council.

The Director of Public Works (or his/her designate) shall serve the committee as a non-voting member of the committee.

The terms of reference for the committee are as follows:

- to report on matters referred to it by Council
- to process matters referred by the Chief Administrative Officer
- to assist the municipal administration in the development of recommendations concerning Council policy
- to assist municipal administration, when requested, to develop administrative policies
- to assist the municipal administration to prepare long-range plans
- to assist the municipal administration in identifying, developing and prioritizing capital projects
- to work with the municipal administration to analyze and make recommendations concerning the levels of service in the Public Works department.

Excerpt of current procedural bylaw re. committees.

Part 14: COMMITTEES:

14.1 Committees may be appointed by Council from time to time to consider specific matters or to serve in an advisory capacity. Those committees can be for a specified time (i.e. ad hoc nature) or the Standing Committees outlined below.

14.2 The following applies to all committees:

- a) All committees are governed by this procedural bylaw, the Municipal Act and Roberts Rules.
- b) Committees shall appoint a chair from among its members for the term of Council.
- c) Unless authorized by bylaw, no committee or member of a committee shall incur any expense or liability in the name of the Corporation.
- d) The CAO/Clerk is a non-voting resource to all committees and may delegate staff to act as resources to any committee at his/her discretion.

The standing committees, membership and terms of reference are outlined below.

District Fire Chiefs Committee:

A District Fire Chiefs Committee is hereby established and shall be composed of 2 members of Council, the North Glengarry Fire Chief, the Fire Service Administrator and the fire stations Chiefs and Deputy Chiefs. For the purposes of quorum, a majority of members must be present and a minimum of representation from the 3 fire stations and 1 councillor will be required (Apple Hill, Alexandria, Maxville).

The Fire Service Administrator shall serve the committee as a non-voting member of the committee.

The terms of reference for the committee are as follows:

- to report on matters referred to it by Council
- to process matters referred by the Chief Administrative Officer
- to assist the municipal administration in the development of recommendations concerning Council policy
- to assist municipal administration, when requested, to develop administrative policies
- to assist the municipal administration to prepare long-range plans
- to assist the municipal administration in identifying, developing and prioritizing capital projects
- to work with the municipal administration to analyze and make recommendations concerning the levels of service in the North Glengarry Fire Department
- to coordinate operational issues between the three fire stations to improve communication and coordination of human resources, equipment and financial matters.

Section 7

**RECREATION
DEPARTMENT**

Anne Leduc

Section 8

FINANCE DEPARTMENT

Johanna Levac, Treasurer

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 8, 2017

MOVED BY: _____

SECONDED BY: _____

That the “Investment Policy – Quarterly Report – January – March 2017” be accepted by Council for information purposes only.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Jamie MacDonald
Councillor: Jacques Massie
Councillor: Brian Caddell
Councillor: Jeff Manley
Councillor: Michel Depratto
Councillor: Carma Williams
Mayor: Chris McDonell

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

Section 8 Item a

8(a)

TOWNSHIP OF NORTH GLENGARRY

STAFF REPORT

Date: May 8, 2017
To: Mayor and Council Members
From: Johanna Levac
Johanna Levac (Annie) Treasurer

Daniel Gagnon
CAO/Clerk

Re: Investment Policy – Quarterly Report – January to March 2017

Discussion: On November 26th, 2007 an Investment Policy was authorized by council. The policy states that additional cash remain in the current account with the Royal Bank until such times as the rate of interest earned in an investment account is higher than what is earned on our operating account. We earn prime (2.700) less 1.700%. Please be advised of the following:

Month	Interest Rate	Amount Earned
January	1.000	634.35
February	1.000	1,142.30
March	1.000	3,032.06
		4,808.71

In view of the interest rate offered external investments were not made for this quarter.

Recommendation: That the “Investment Policy – Quarterly Report – January - March 2017” be accepted by council for information purposes only.

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 8, 2017

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry hereby adopts By-law No. 19-2017 being a by-law to adopt the estimates of all of the sums required during the year and to adopt the tax rates for the year 2017; and

That by-law 19-2017 be read a first, second and third time in Open Council this 8th day of May, 2017.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams


Mayor: Chris McDonell

Section **8** **Item b**

8(b)

TOWNSHIP OF NORTH GLENGARRY

STAFF REPORT

Date: May 8, 2017
To: Mayor and Council Members
From: 
Johanna Levac (Annie) Treasurer

Daniel Gagnon
CAO/Clerk

Re: Tax Rate By-Law #19-2017

Discussion: The 2017 municipal budget was adopted on April 24th, 2017 and as we have received the rates for the upper tier as well as the education portion we are now able to adopt the 2017 tax rates for the Township of North Glengarry including the upper tier and the education portion.

The breakdown of the 2017 taxes are as follows:

Municipal Portion:	36.88 %
Upper Tier Portion:	43.16 %
Education Portion:	19.96 %

This results in an overall tax rate decrease of -0.12% for a residential property.

Recommendation: That the Council of the Township of North Glengarry hereby adopts By-Law #19-2017 being a by-law to adopt the estimates of all of the sums required during the year and to adopt the tax rates for the year 2017.

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NO. 19-2017

BEING A BY-LAW TO ADOPT THE ESTIMATES OF ALL SUMS REQUIRED DURING THE YEAR AND TO ADOPT TAX RATES FOR THE YEAR 2017

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

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

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

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

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

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

AND WHEREAS the United Counties of Stormont, Dundas and Glengarry, has, under By-Law No. 5104 directed each lower-tier Municipality to levy Tax Ratio's;

AND WHEREAS the United Counties of Stormont, Dundas and Glengarry, has, under By-Law No. 5105 directed each lower-tier Municipality to levy specified tax rates for the purpose of raising the general upper-tier levy;

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

1. That the Council of the Corporation of the Township of North Glengarry has considered the estimates of the Municipality and deems it necessary that the amount of \$5,134,940 be adopted as its requirements for the year 2017.
2. That for the year 2017, the tax rates as shown on Schedule "A" to this by-law, shall be levied upon the whole of the assessment in each property class.
3. That the rate of 165.00 per Residential Unit (RU), and Farm Residential Unit (FRU) and Seasonal Dwelling (RDU) as defined and classed as such in the Collector's Roll from the Assessment Office be charged annually on the tax roll for Garbage and Recycling Fees.
4. That any amounts received by the interim instalments for 2017 shall be deducted from the amounts levied by this by-law. The amount for Interim Instalments were calculated by using the current Assessment Roll times 50% of the 2016 Tax Rate.
5. That for Payments-In-Lieu of taxes and railway right-of-ways due to the Corporation of the Township of North Glengarry, the actual amount due shall be based on the assessment roll and the tax rates for the year 2017.
6. That the final taxes shall be payable in two instalments (July 31st, 2017 and September 29th, 2017) for the uncapped classes.
7. That the due dates and instalments for the final taxes for the capped classes will be the same as in Item 6.
8. That the due dates for all Supplementary and Omitted assessments will be payable in two instalments. (Example: end of September and end of November)
9. That penalties for late payment shall be charged at 1.25% per month charged on the first day of each month on the unpaid balance.
10. That the Treasurer is authorized to mail or cause to be mailed notice of taxes due to the address of the residence of the landowner or commercial property owner or to the address of the person to whom notice is required to be given.
11. That taxes shall be payable at the Township Office in Alexandria, at most Financial Institutions in Canada or by mail.
12. Taxpayers have the option of paying Realty and or Commercial taxes through pre-authorized payments, based on ten monthly payments per year electronically transferred from their bank accounts, through equalized monthly payments from January to and including October in each year. The tax account of the property owner must be up to date in order to enroll in this plan.

13. Taxpayers enrolled in the pre-authorized monthly payment plan who are making all their payments on the scheduled dates will not be subject to penalty for non payment of taxes on any outstanding balances on the due dates. The following exceptions will apply:
 - A) In the event of an “Insufficient Funds” notice the resident will be charged the appropriate NSF charge as well as penalty and interest for non-payment .
 - B) Two instances of “Insufficient Funds” notices by a taxpayer, in the course of the monthly update, will result in the removal of the subject taxpayer from the payment plan.
14. The Treasurer is empowered to accept part of the payment of taxes from time to time on account of taxes due.
15. The Treasurer is hereby authorized to place any outstanding amounts owed to the Municipality as a sum on the appropriate tax account to be collected in like manner as taxes.
16. That any remaining operating surpluses be transferred to the specific departments’ working fund reserves (fire, roads, recreation, RARE and water/sewer departments) and any deficits incurred by these same departments be funded from their specific working fund reserve or capital expenditure reserves at year-end of the same fiscal year.
17. That any remaining operating surpluses for all other departments be transferred to the working fund reserve account and any operating deficits for all other departments be transferred from the working fund reserve account at year-end of the same fiscal year.
18. This By-Law replaces By-Law #23-2016 which is hereby repealed.

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

READ a first, second and third time and passed in Open Council this 8th day of May, 2017.

CAO/Clerk, Daniel Gagnon

Mayor, Chris McDonell

I hereby certify this to be a true copy of By-Law No. 19-2017, and that such By-Law is in full force and effect.

Date Certified

CAO/Clerk / Deputy Clerk

Section 9

PLANNING/BUILDING BY-LAW ENFORCEMENT DEPARTMENT

Gerry Murphy

Section 10

PUBLIC WORKS

DEPARTMENT

Ryan Morton

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 8, 2017

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry receive by-law No. 21-2017; and

That Council adopt by-law 21-2017 being a by-law to provide drainage works in the Township of North Glengarry in the County of Stormont Dundas and Glengarry and that By-law 21-2017 be read a first and second, in Open Council this 8th day of May, 2017.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

Section 10 Item a

CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW No. 21-2017

Chenier-Jeurond Municipal Drain

BEING a by-law to provide drainage works in the Township of North Glengarry in the County of Stormont Dundas and Glengarry.

WHEREAS the requisite number of owners have petitioned the Council of the township of North Glengarry in the County of Stormont Dundas and Glengarry in accordance with the Drainage Act, requesting that the following lands and roads may be drained by drainage works: This Municipal drain combines three petition submitted to form the “Chenier-Jeurond Municipal Drain”

The new drain commences within Lot 19, Concession 1 (Station 6+525.5). The channel continues in a generally south-westerly direction, crossing under Bureau Road (between Lot 24/25, Concession 1), outletting to the Delisle River in Lot 30 Concession 1.

AND WHEREAS the Council of the township of North Glengarry in the County of Stormont Dundas and Glengarry has procured a report made by Robinson Consultants Inc. dated February 2017 which were delivered April 3, 2017, and subsequently amended by Addendum No. 1, delivered April 25, and which the said report and addendum form part of this by-law.

AND WHEREAS estimated cost of constructing the drainage works is \$ 542,985.09

AND WHEREAS \$ 522,621.87 is being assessed in the Township of North Glengarry in the county of Stormont Dundas and Glengarry.

AND WHEREAS \$ 14,452.77 is being assessed in the Township of South Glengarry in the county of Stormont Dundas and Glengarry.

AND WHEREAS \$ 5,910.45 is being assessed to the county of Stormont Dundas and Glengarry.

THEREFORE The Council of the Corporation of the Township of North Glengarry pursuant to The Drainage Act, RSO 1990, enacts the following:

1. (1) The report dated February 2017 with revised drainage area and assessment schedule dated April 2017 attached is hereby adopted, and the drainage works as therein indicated and set forth is hereby authorized and shall be completed in accordance therewith.
2. The Corporation of the Township of North Glengarry may borrow on the credit of the Corporation the amount of \$ 542,985.09 being the amount necessary for the construction of the drainage works.
- 3 This By-Law comes into force on the passing thereof, and may be cited as the CHENIER-JEAUROND MUNICIPAL DRAIN.

READ a first and second time this 8th day of May 2017

READ a third time and enacted in Open Council the

Clerk/Deputy Clerk

Mayor/Deputy Mayor

I hereby certify this to be a true copy of By-law 21-2017 and that such by-law is in full force and effect.

Date Certified

Clerk/Deputy Clerk

Section 11

CORRESPONDENCE

11(a)



MINUTES OF THE MARCH 22, 2017 MEETING OF
THE ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE

A meeting of the Arts, Culture, and Heritage Advisory Committee held on Wednesday, March 22, 2017, at 5:00 p.m. at the North Glengarry Township Office, 90 Main Street S., Alexandria.

PRESENT: Carma Williams, Chairperson
Nathalie-Anne Bussière, Member at Large (arrived at 5:21pm)
Jeff Manley, Provisional Chairperson
Karen Davison Wood, Member at Large
Nicole Geoffrion, Member at Large
Dane Lanken, Member at Large (arrived at 5:06pm)
Nicole Nadeau, Member at Large
Kerri Strotmann, EDO, Recording Secretary

GUEST: Michelle Daprato, Citizen

REGRETS: Daniel Gagnon, CAO

1. CALL TO ORDER

The meeting was called to order at 5:04p.m.

2. ACCEPT AGENDA

Moved by: Nicole Geoffrion

Seconded by: Jeff Manley

That the Agenda of the Arts, Culture and Heritage Advisory Committee meeting of March 22, 2017 be accepted with the following additions:

- Item 6 i) (New Business): St-Elmo Congregational Church
- Item 6 ii) (New Business): Festival of Small Halls

Carried.

3. DECLARATIONS OF CONFLICT OF INTEREST

There were no conflicts of interest declared.

Dane Lanken arrived at 5:06pm

4. RATIFY THE MINUTES OF FEBRUARY 22, 2017

Moved by: Karen Davison Wood

Seconded by: Nicole Nadeau

That the minutes of the February 22, 2017, Arts, Culture, and Heritage Advisory Committee meeting be accepted as presented.

Carried.

5. AGENDA ITEMS

Nathalie-Anne Bussière arrived at 5:21pm

a. 200th Anniversary of the foundation of Alexandria (2019)

Carma Williams welcomed guest, Michelle Daprato, to the meeting and explained to the committee that Michelle had expressed an interest in spearheading the Alexandria 200 celebrations.

Michelle confirmed her willingness to take on the presidency of the Alexandria 200 event(s) and presented some of her wonderful ideas to the committee:

- An outdoor display of heritage photos of Alexandria to create a heritage walk of the historic sites and buildings;
- Involving local school children in a sidewalk chalk art project to create the logo;
- Teen dance under the stars in Mill Square with live bands, while parents enjoy softer music at The Grotto;
- Old Time Christmas Parade, with the street lights turned off for the event followed by activities at Island Park;
- A scavenger hunt and log cutting contest;
- Gardening been to landscape the municipality;
- A commemorative book of old photos which can be sold (ex: Montreal 375 magazine);

Carma briefly explained how the Maxville 125 celebrations were organized and how a proposal was presented to Council requesting a budget to carry-out the activities. She also cautioned that fundraising would be required, particularly if an annual calendar of events is being considered.

Carma confirmed that the Arts Culture & Heritage Advisory Committee would not act as the organizing committee but would be there to support the Alexandria 200 committee. Various names were put forth by the committee of individuals who may be interested in working on the celebrations.

Carma offered to prepare and send a press release on behalf of the Arts, Culture & Heritage Committee, announcing Michelle as the Alexandria 200 organizer and inviting people to volunteer for the committee. Michelle will confirm whether she would like a communique sent.

Carma and Jeff will meet with Michelle to provide additional information and tips based on their experience with the Maxville 125 festivities.

b. Community Grant Program (Update)

Kerri circulated Resolution #6, adopted by Council on March 13, 2017, approving the modifications to the 2018 Community Grant policy and forms.

Kerri will work on the policy translation to ensure that the document is available in both languages by the summer.

c. Tourism Grant Program

Kerri informed the committee of the new SDG Tourism Grant Program to enhance regional tourism and circulated the documents received from Shauna Baggs, SDG Tourism Coordinator.

The Tourism Grant Program was developed using the policies of the North Glengarry Community Grant Program.

d. CIP Approvals Committee (CIPAC) Update

Kerri provided a brief update to the committee on the projects that were reviewed at the March 6, 2017, meeting of the CIP Approvals Committee (CIPAC) and presented to Council on March 13, 2017, for the properties situated at 3 Main Street South, Maxville and 7-7a Main Street South, Maxville.

e. North Glengarry Heritage Tour – Update

- Kerri updated the committee on the ground-proofing tour of the Maxville route and confirmed that subsequent to the last ACH meeting, all the comments/corrections received were sent to the consultants. In addition, Matthew Collard, drove both routes to verify the addresses. The revised map should be ready in the coming days for one last edit of the copy.

- Maxville & Alexandria Walking Tour updates

It was decided to add a reference regarding the availability of historic walking tours of Alexandria and Maxville to the Glengarry Routes heritage tour.

Copies of the existing Maxville and Alexandria walking tours were distributed to the committee for consultation. A brochure version of each walking tour will be produced "in-house" for distribution, once the content has been revised.

Dane Lanken will review and condense the Alexandria tour prior to the next ACH meeting on April 26th.

Carma will speak with the Maxville Chamber of Commerce for permission to review and pare down the content of the Maxville walking tour. Once permission is obtained, she and Nathalie-Anne will work on a revised tour prior to the next ACH meeting on April 26th.

f. **North Glengarry Heritage Register**

i. **Listing Criteria**

At the January 25, 2017 meeting, the committee approved the listing criteria that has been set forth in the heritage brochure, based on the Ministry's guidelines.

No further discussion was had, but the committee requested that this item remain on the agenda.

ii. **Listing of buildings**

When weather permits, Karen and Nathalie-Anne will conduct on-site visits to confirm that each of the buildings to list on the North Glengarry Heritage Register is still standing. They will report their findings back to the committee.

iii. **Heritage Listing Pamphlet**

A revised version of the brochure, based on the comments received from the committee on February 22, 2017, was circulated for feedback.

Kerri will present the brochure to Council for information purposes prior to commencing the translation.

iv. **Plaque Program with ACH Budget**

This item is deferred to a subsequent meeting.

v. **Grant application "Young Canada Works"**

No response has been received yet concerning the grant application for a summer student to help work on the heritage register.

g. The Grotto Update

- Jeff confirmed that The Grotto committee has not yet met to discuss the opening event, but should be meeting in the coming weeks and will report back to the ACH.
- In lieu of a temporary photo exhibit, Jeff put forth an idea to create an interpretive panel at The Grotto focussed on its path to restoration. The committee was in favour of pursuing this project and felt that it should be in keeping with the look and feel of the Mill Square Panel.

Jeff presented the committee with a possible text briefly addressing the history and purpose of The Grotto, then focussing on the restoration efforts. The committee was in favour of the content, and requested that it be translated for the purposes of an interpretive panel.

Kerri will contact the designer to request an estimate for a small panel (28"x33") reproducing the same aesthetics as the Mill Square panel.

In order to realize this project and other on-going arts, culture and heritage projects in the coming year, the committee will have to request additional funding from Council.

Moved by: Karen Davison Wood

Seconded by: Nicole Nadeau

That the Arts Culture and Heritage Advisory Committee (ACH) request from Council a renewal of the \$5,000 budget to carry out a variety of on-going projects and activities including The Grotto commemorative panel project, the unveiling of the Mill Square interpretive panel, the launch of the Glengarry Routes heritage tour, and participation in the Ontario Heritage Conference.

Carried.

h. Interpretive Panel for Mill Square (Canada 150 Grant)

i. Production estimates and options

Further to the February 22, 2017, meeting at which the committee had opted for three smaller signs on individual posts, additional information concerning the design and placement was brought to light and the committee was asked to provide their opinion on which of the two models to pursue. The committee opted to leave the final decision to the subcommittee and the designer, who agreed to proceed with the production on one single panel measuring 96"x28" with three sign posts.

The committee received the estimates and a sign pricing comparison by email and was asked to review the content of the bids received from three companies in order to determine which company should be retained for the production of the Mill Square interpretive panel. The committee voted unanimously in favour of *Fontasy Sign & Display*.

Moved by: Nathalie-Anne Bussiere

Seconded by: Karen Davison Wood

That the Arts Culture and Heritage Advisory Committee (ACH), upon careful review of the estimates and accompanying information provided by three sign manufacturing companies for the interpretive panel project, recommends that *Fontasy Sign & Display* be retained for the production and installation of the Mill Square interpretive panel in Mill Square Park, due to the superior quality of the infused resin "Sun Glaze" enamel on aluminium with a 1.75" thick frame around a moulded-metal sign, the inclusion of rounded corners, three powder-coated metal posts, installation with a special patented ground key, which is guaranteed not to shift with frost heave, the company's 20-year experience in producing outdoor panels, and the 10-year guarantee provided.

Carried.

ii. Content: Copy and imagery

➤ Introduction

Dane proposed a draft introductory text, which was approved by the committee. He will work with the designer on incorporating the text into the content.

After considerable discussion, the committee expressed their preference at not referring to the Glengarry Routes or the municipal websites, but rather mentioning that the Glengarry Routes heritage tour is available at the Township Office.

➤ Acknowledgements

The committee was in agreement with the proposed list of acknowledgements. Kerri will finalize the list with the designer.

iii. Official unveiling

This item is deferred to the April 26, 2017 meeting.

6. NEW BUSINESS

i) St-Elmo Congregational Church

Carma advised the committee that the Gordon Church, the Congregational Church, and the adjacent reception hall in St-Elmo will be taken over by the National Church in Toronto as the Presbyterian Church can no longer maintain the three structures. The last service will take place in July 2017.

The committee discussed different possible scenarios and hopes that the Glengarry Pioneer Museum would be willing to take ownership of the Congregational Church and conserve it in-situ.

Carma will speak to the Minister of the Presbyterian Church to see if the decision to transfer ownership could be delayed. Carma will also speak to the executive committee of the Glengarry Pioneer Museum to mention that the Arts Culture & Heritage Advisory Board is aware of this situation and has discussed it at their meeting.

ii) Festival of Small Halls

Carma advised the committee that the Festival of Small Halls, a branch of the Ottawa Blues Festival, will be holding three concerts in North Glengarry.

Carma visited various sites with Kelly Symes, and the preliminary decision is to hold the concerts at La Fraternite, Dunvegan Hall and in one of the Maxville churches.

The concerts will take place in September 2017.

7. CORRESPONDENCE

The following correspondence was distributed to the committee.

- *Heritage Matters Magazine* : Kerri circulated both the French and English version of the February 2017 edition
- *2017 Ontario Heritage Conference*: Kerri provided the committee with the information on the annual conference scheduled for June 8 – 10 in Ottawa. Committee members interested in participating may advise Carma or Kerri by the end of April. The registration fees will be paid from the ACH budget.
- Nicole Geoffrion provided the committee with a copy of the brochure “Celebrons Canada 150”, outlining the week of special events planned through the collaboration of the MCM Music Festival, the Centre Culturel, and ACFO.

8. NEXT MEETING

The next meeting of the Arts Culture and Heritage Advisory Committee will take place on Wednesday April 26, 2017 at 5:00pm.

9. ADJOURNMENT

The meeting was adjourned at 7:25p.m.

Recording Secretary – Kerri Strotmann

Chair – Carma Williams

Section 12

NEW BUSINESS

Section 13

NOTICE OF MOTION

Section 14

QUESTION PERIOD

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

Section 15

CLOSED SESSION

BUSINESS

Section 16

CONFIRMING BY-LAW

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 8, 2017

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry receive By-law 22-2017; and

That Council adopt by-law 22-2017 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 22-2017 be read a first, second, third time and enacted in Open Council this 8th day of May, 2017.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

YEA

NEA

Section 16 Item a

16(a)

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 22-2017
FOR THE YEAR 2017**

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 May 8, 2017 in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law; and;
2. **THAT** the Mayor and the proper officers of the Township of North Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.
4. **THAT** where a "Confirming By-law" conflicts with other by-laws the other by-laws shall take precedence. Where a "Confirming By-Law" conflicts with another "Confirming By-law" the most recent by-law shall take precedence.

READ a first, second and third time, passed, signed and sealed in Open Council this 8th day of May, 2017.

Daniel Gagnon - CAO/Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 22-2017, duly adopted by the Council of the Township of North Glengarry on the 8th day of May, 2017.

Date Certified

Clerk/Deputy Clerk

Section 17

ADJOURN

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 8, 2017

MOVED BY: _____

SECONDED BY: _____

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

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

Section 17