

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council Agenda

Tuesday, October 15, 2024, at 6:00 p.m.
Council Chambers
3720 County Road 34
Alexandria, Ontario K0C 1A0

THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

- 1. CALL TO ORDER**
- 2. DECLARATION OF PECUNIARY INTEREST**
- 3. ACCEPT THE AGENDA (Additions/Deletions)**
- 4. ADOPTION OF PREVIOUS MINUTES**

Regular Meeting of Council Minutes – Monday September 30, 2024.

5. DELEGATION(S)

6. STAFF REPORTS

a. Community Services Department

1. CS 2024- 20Adoption of Parks and Recreation Master Plan
2. CS 2024-24 Application to Community Sport and Recreation Infrastructure Fund
3. CS 2024-27 Changes to Community Improvement Plan
4. By-law 42-2024 to designate 1996 County Road 20 in Maxville -St Elmo Presbyterian Church.
5. By-law 43-2024 to designate 18191 Kenyon Concession 19 in Maxville – St. Elmo Congregational Church
6. By-law 44-2024 to designate 6 Church Street in Maxville
7. By-law 45-2024 to designate 101 Centre St North in Alexandria
8. By-law 46-2024 to designate 53 Dominion St North in Alexandria
9. By-law 47-2024 to designate 209-215 Main St North in Alexandria
10. Appointment of a Representative to the Glengarry Soccer League.

b. Public Works Department

1. PW 2024-28 Provincial Grant for Roads and Bridges to Support Housing.

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

Community Development Committee Minutes – February 28, 2024

Community Development Committee Minutes – May 29, 2024

Public Meeting of Planning – September 30, 2024

Art, Culture & Heritage Committee – September 3, 2024

9. NEW BUSINESS

10. NOTICE OF MOTION

Next Regular Meeting of Council

October 28, 2024, at 6:00 p.m. in the Council Chambers, 3720 County Road 34, Alexandria, Ontario.

NOTE: Meetings are subject to change or cancellation.

11. QUESTION PERIOD

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

12. CLOSED SESSION BUSINESS

13. CONFIRMING BY-LAW

- a. By-law 49-2024

14. ADJOURN

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
REGULAR MEETING OF COUNCIL**

**Monday, September 30,2024
Council Chambers
3720 County Road 34
Alexandria, Ontario**

PRESENT: Mayor - Jamie MacDonald
Deputy Mayor - Carma Williams
Councillor at Large – Jacques Massie
Councillor - Jeff Manley
Councillor – Brian Caddell
Councillor - Michael Madden
Councillor– Gary Martin

ALSO PRESENT: CAO/CLERK – Sarah Huskinson
Deputy Clerk – Jena Doonan
Director of Community Services – Anne Leduc
Director of Finance – Zoe Bougie
Director of Building, Planning & By-Law – Jacob Rheume
Director of Public Works – Timothy Wright

1.CALL TO ORDER

2.DECLARATIONS OF CONFLICTS OF INTEREST

3.ACCEPT THE AGENDA

Resolution No. 1

Moved by: Carma Williams
Seconded by: Jacques Massie

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday, September 30, 2024.

Carried

4.ADOPTION OF PREVIOUS MINUTES

Resolution No. 2

Moved by: Jacques Massie
Seconded by: Jeff Manley

THAT the minutes of the following meetings be adopted as circulated.
Regular Meeting of Council Minutes – September 9,2024

Carried

5.DELEGATION

6.STAFF REPORTS

- a. Community Services Department
SDG Library Lease Agreement Between SDG Counties and North Glengarry.

Resolution No. 3

Moved by: Jeff Manely
Seconded by: Brian Caddell

THAT the Council of the Township of North Glengarry receives staff report CS-2024-25; SDG Library Lease Agreement between SDG Counties and North Glengarry; and

THAT the Council of the Township of North Glengarry authorizes the Mayor and Chief Administrative Officer to enter into a five-year SDG Library Lease agreement, retroactive to January 1, 2024, between the United Counties of Stormont, Dundas and Glengarry and the Corporation of the Township of North Glengarry.

Carried

- b. Jean-Guy Levert Plaque

Resolution No. 4

Moved by: Brian Caddell
Seconded by: Jeff Manley

THAT the Council of the Township of North Glengarry receives staff report 2024-26; Jean- Guy Levert Plaque; and

THAT the Council of the Township of North Glengarry approves the plaque in honour of former Roads Superintendent and community member Jean-Guy Levert at Mill Square.

Carried

- b. Building, Planning & By-law Department

Site Development Plan Agreement – MacEwen’s Agricentre Inc.

Resolution No. 5

Moved by: Carma Williams
Seconded by: Gary Martin

THAT Council of the Township of North Glengarry adopt Site Plan Development Agreement By-law No. 40-2024 with MacEwen Agricentre Inc. (Jim MacEwen), owner of the lands described as Concession 17 Indian Lands, Parts of 10 to 15 on Plan 32, Block F and Lots 4 to 7, being Parts 1 to 5 on Reference Plan 14R-1585 and Parts 1 to 3 on Reference Plan 14R-2661 in the geographic Township of Kenyon, in the now Township of North Glengarry, County of Glengarry; (also known as 40 Catherine Street West, Maxville, ON); and

THAT by-law 40-2024 be read a first, second and third time and enacted in Open Council this 30th day of September 2024.

Carried

c. Public Works Department

Centre Street Bridge Replacement Detailed Design.

Resolution No. 6

Moved by: Gary martin

Seconded by: Carma Williams

THAT the Council of the Township of North Glengarry receives staff report PW2024-27; Centre Street Bridge Replacement Detailed Design; and

THAT the Council of the Township of North Glengarry council authorizes the Mayor and CAO to enter into a contract for detailed design with HP Engineering for \$26,641.40

Carried

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

Resolution No. 7

Moved by: Carma Williams

Seconded by: Jacques Massie

THAT the Council of the Township of North Glengarry receives the item(s) from the consent agenda for informational purposes only.

Carried

9. NEW BUSINESS

10. MATTERS OF STANDING COMMITTEES

- a. Councillor Jacques Massie had no update on the Raisin Region Conservation Authority.
- b. Councillor Gary Martin gave an update on the Maxville Manor.
- c. Councillor Gary Martin gave an update on the Glengarry Pioneer

Museum.

d. Councillor Michael Madden gave an update on the Glengarry Archives.

e. Mayor Jamie MacDonald on behalf of Councillor Jeff Manely gave an update on the Arts, Culture & Heritage.

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

g. Mayor Jamie MacDonald had no update on the Friends of the Trails.

h. Mayor Jamie MacDonald had no update on the Community Development Committee

i. Councillor Jacques Massie gave an update on the Rural Affairs Committee

11. NOTICE OF MOTION

12. QUESTION PERIARD

13. CLOSED SESSION BUSINESS

Resolution No. 8

Moved by: Brian Caddell

Seconded by: Jacques Massie

Proceed "In Closed Session",

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*);

Carried

Resolution No. 9

Moved by: Jeff Manley

Seconded by: Gary Martin

THAT we return to the regular Meeting of Council at 7:09 p.m

Carried

13. CONFIRMING BY-LAW

Resolution No. 10

Moved by: Brian Caddell

Seconded by: Jeff Manley

THAT the Council of the Township of North Glengarry adopts by-law 41-2024 being a by-law to adopt, confirm and ratify matters dealt with by Resolution; and

THAT By-law 41-2024 be read a first, second, third time and enacted in Open Council this 30th day of September 2024.

Carried

14. ADJOURNMENT

Resolution No. 11

Moved by: Jeff Manley

Seconded by: Gary Martin

THERE being no further business to discuss, the meeting was adjourned at 7:11 p.m.

Carried

CAO/Clerk

Mayor/Deputy Mayor



STAFF REPORT TO COUNCIL

Report No: CS-2024-20

October 15, 2024

From: Anne Leduc – Director of Community Services

RE: Adoption of Parks and Recreation Master Plan

Recommended Motion:

THAT Council receives Staff Report CS-2024-20; and

THAT Council adopts the Parks and Recreation Action Plan.

Background / Analysis:

The Draft Parks and Recreation Action Plan was brought to the March 20, 2024, Committee of the Whole meeting for review by Council.

At that time, staff recommended that the Draft Parks and Recreation Action Plan be posted to the Township's website and circulated to community stakeholders for comments and feedback. This was done and the community had the opportunity to comment until April 19, 2024.

Three (3) responses were received including one (1) response by email. Staff reviewed the comments along with the Chief Administrative Officer and it was the opinion of staff that the comments are already integral parts of the proposed Action Plan.

To ensure that the plan offered a broad vision of North Glengarry's Parks and Recreation installations and future requirements, two new sections were added to the document:

Section 3 – Recreation Facilities

- Sports Complexes / Flex Spaces
- Swimming
- Hamlets Buildings and Installations
- Parks / Open Spaces

Section 4 – Service Delivery

- User fees
- Programming
- Partnerships
- Funding requirements

Staff propose that Council adopts the Parks and Recreation Action Plan and that the Recreation Department staff implements the action items in the Parks and Recreation Action Plan. Information will be reported to Council regularly on its progress through quarterly reports to the Committee of the Whole and during a yearly review of the Plan.

Alternatives:

Option 1 – Recommended – THAT Council adopts the Parks and Recreation Action Plan.

OR

Option 2 – Not Recommended – THAT Council declines this recommendation.

Financial Implications:

The Recreation Department participates in yearly budgetary exercises. Capital projects require approval by Council.

Attachments & Relevant Legislation:

- Parks and Recreation Action Plan
- Comments on Draft Parks and Recreation Action Plan (available on request)

Others Consulted:

Recreation Staff

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk

NORTH GLENGARRY NORD

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



Parks and Recreation Action Plan

Township of North Glengarry

October 15, 2024

For an alternate format of this document, please contact us at 613-525-1110 or by email at info@northglengarry.ca

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***Sports serve society by providing vivid
examples of excellence.”***

George F. Will

1. Introduction

Township of North Glengarry Parks and Recreation Action Plan

The Township of North Glengarry's Parks and Recreation Action Plan identifies three pillars with corresponding actionables from now until 2027.

Pillars



Grow Recreation Capacity

- To increase sustainable programming in response to current demands and trends.



Foster Community Partnerships

- To support physical and social environments that build strong, caring communities.



Champion Active Living, Inclusion and Accessibility

- To increase access to recreation opportunities for all residents.

The actionables under each pillar were derived from the Parks and Recreation Action Plan survey community responses, the 2023 Corporate Strategic Plan adopted by Council in March 2023, and today's economic reality.

The Action Plan sets priorities for the Township to provide:

- Welcoming, accessible, and safe environments for everyone
- Opportunities for healthy and active lifestyles
- Quality customer experiences
- Diverse, inclusive, and affordable programming
- An environment that promotes community engagement and collaboration

Staff will report back to Council annually on the Action Plan and the Performance Indicators.

Guiding Framework

The Corporate Strategic Plan for the Township of North Glengarry identifies key pillars for the current term of Council – Grow, Foster and Champion. To ensure that the Parks and Recreation Action Plan is aligned with the community needs, input was received from the public and stakeholders, and research was performed into service gaps and trends.

The following tools were used during the process:

- Parks and Recreation Survey
- Framework for Recreation in Canada
- Building Condition Assessments for the Township’s facilities

Impacts on Action Plan



Over the years, the Township has strived to maintain a balance between its financial and recreational objectives, while providing programming that responds to its users. It is clear that balancing the needs of the community with today’s financial realities and aging infrastructure will be of paramount importance to successfully implementing the goals of the action plan.

From the responses received through the survey, the priority is on maintaining existing facilities, increasing access to programming, and removing financial barriers to participation in existing programs and services. There were several comments about the lack of access to a pool, the need for swimming lessons, and improvements and the addition of lights to fields.

Community partnerships have always been an important component in North Glengarry that allows for a broader range of services for the community. It is foreseeable that there will need for an increased focus on partnerships to grow programming and services.

Population trends impact both revenues and participation in programming. They will serve as indicators for the amount and types of services that should be provided.

2. Demographics at a Glance¹

Population

In 2021, the Canadian Census Profile reported that the Township of North Glengarry had 10,144 residents, which is a slight increase of 0.3% when compared to 2016. The population is forecasted to remain stable between now and 2026.

Income



In 2021, the average total income per individual in North Glengarry was

\$44,720

Age

The average age of the population has increased in 2021 to 47.3 years old from 46.5 in 2016. The trend towards an aging population is consistent with information from previous census data.

Children
0 to 9



880

Youth
10 to 19



1035

Young Adults
20 to 34



1400

Mature Adults
35 to 54



2245

Older Adults
55 to 69



2675

Senior
Ages 70+



1910

¹ Census Profile, 2021 Census of Population North Glengarry - <https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/prof/details/page.cfm?Lang=E&SearchText=North%20Glengarry&DGUIDlist=2021A00053501050&GENDERlist=1,2,3&STATISTIClist=1&HEADERlist=0>

3. Recreation Facilities

This section examines major recreation facilities and establishes recommendations for their renewal and development. Information provided in this report is based on the Building Condition Assessments prepared by UL Business Solutions Canada Inc. (“UL”) and approved by Council in December 2021 in combination with the responses received from the public.



Capital Renewal Criteria for Recreation Facilities

As noted in the survey summary in Appendix A, the community is supportive of maintaining and upgrading existing recreation facilities. Based on UL’s Building Condition Assessments and projected funding levels required to maintain the facilities the ability to upgrade or expand existing facilities may be restricted by the municipality’s financial capacity.

It is suggested that Council considers the following criteria as a starting point in prioritizing renewal projects:

- a) The facility’s age, rising lifecycle replacement costs and deteriorating condition;
- b) Is There sustained demand for existing and/or expanded programs including community support through funding or in-kind contributions for revitalization or replacement;
- c) Are there suitable alternatives in the vicinity and taking into account existing space availability;
- d) Is the overall user experience negatively affected by shortcomings in the facility’s design (including lack of barrier-free access), functionality and/or quality of space;
- e) Does the facility serve one or more high needs areas and can it be supported by the current and projected future population or does it have the potential to leverage value-added opportunities (partnerships, grants, revenue increase, etc.); and
- f) Is the proposed project financially viable.

Sports Complexes / Flex Spaces

The Township’s Sports Complexes / flex spaces are the foundation of its recreation system. They are facilities that accommodate a wide variety of registered and drop-in programming, rentals, programming created through community partnerships, and events that reflect the specific needs of North Glengarry’s residents. In addition, these complexes play a vital role as designated facilities during emergencies that provide safe and inclusive spaces for individuals of all backgrounds.

The Township of North Glengarry has the following sports complexes / flex spaces:

- Glengarry Indoor Sports Complex (Tim Hortons Dome) located at 202 St-George Street West in Alexandria
- Glengarry Sports Palace located at 170 MacDonald Boulevard in Alexandria
- Island Park located at 102 Derby Street West in Alexandria
- Maxville & District Sports Complex located at 25 Fair Street in Alexandria

These facilities contain the following components:

Glengarry Indoor Sports Complex (Tim Hortons Dome)

- Indoor walking / running track
- Indoor field with sports turf lined for one soccer but flexes as volleyball field, play area, indoor theatre, etc.
- Indoor court lined for one tennis court overlaid with one pickleball court
- Small outdoor micro-sized grassed field that can be used for soccer partially lighted through streetlights

Glengarry Sports Palace

- Cement pad measuring 180 ft x 80 ft for ice in the fall, winter and spring and flexes as a sports pad / event space in the warmer months
- 5 Players change Rooms
- 1 Referee room
- Accessible bleachers for over 750 individuals
- Community Hall with maximum occupancy for 443 persons (theatre style setup)
- 1 outdoor ball field with flood lights
- 1 outdoor field that is convertible between a ball field and a soccer field with flood lights

Island Park

- Gary Shepherd Hall with maximum occupancy for 46 persons (theatre style setup)
- Sandfield Hall with maximum occupancy for 90 persons (theatre style setup)
- 2 full-size outdoor soccer fields with flood lights
- 2 mini outdoor soccer fields with partial lighting
- 1 junior outdoor basketball court partially lighted through streetlights
- 2 outdoor tennis courts with flood lights
- 1 outdoor skate park partially lighted through tennis flood lights
- 1 outdoor volleyball court
- 1 splash pad with flood lights
- 1 boat launch with flood lights
- 1 dock with kayak launch with flood lights
- 1 fishing dock from beach to small island with flood lights
- Playground equipment with flood lights
- Commemorative Tree area

Maxville & District Sports Complex

- Cement pad measuring 200 ft x 85 ft for ice in the fall, winter and spring and flexes as a sports pad / event space in the warmer months
- 4 Players change rooms
- 1 multi-use change room
- 1 Referee room
- Accessible bleachers for 400 individuals
- Community Hall with maximum occupancy for 380 persons (theatre style setup)
- 1 outdoor ball field
- 1 full sized outdoor soccer field with 2 mini outdoor soccer fields overlaid

-
- 2 micro outdoor soccer fields (on KAS property but maintained by Township)
 - 2 playgrounds
 - 1 outdoor asphalt pad with junior basketball court, three pickleball courts, with a cement portion containing 2 shuffleboards a four-square and hopscotch section
 - It is important to note that the Maxville & District Sports Complex and its surrounding property is used yearly during the Maxville Fair and the Glengarry Highland Games through a long-standing agreement with the Kenyon Agricultural Society

Renewal of Sports Complexes / Flex Spaces

The Glengarry Indoor Sports Complex (Tim Hortons Dome) has undergone upgrades due to damages. The first was in January 2019 when the sprinkler system failed in the lobby, office and change room portions of the Dome. A restoration crew removed insulation, ceiling tiles, gypsum board as well as the vinyl composite tiles that had lifted. Repairs were made to the sprinkler system and new insulation, ceiling tiles, gypsum board were reinstalled. The VCT was replaced ceramic tiles. The tennis court has cracked in several locations and in 2024 staff contracted to have a roller smooth out the surface. This was in large part successful but staff will continue to monitor the cracks to see if the shifting reappears after the winter months.

In February 2024, a severe storm with winds up to 90 kilometers per hour affected the Glengarry Indoor Sports Complex, ripping the membrane from its foundation, snapping tension cabling, damaging suspended LED lights, bending an emergency exit door, and damaging the lobby structure. At the time of the report, the membrane, door, LED lights, and tension cabling were repaired. The insurance is obtaining a quote for the repairs in the lobby.

The Glengarry Sports Palace was built in 1976 and underwent a \$2.2 million refurbishment in 2021 which included amongst others, the replacement of the cement slab, boards, glass, players benches, timekeepers boxes, the installation of a lift to the bleachers to ensure accessibility to this space, the creation of a universal bathroom, upgrading of the main floor bathrooms in the lobby, conversion of the metal halide lighting to LED, upgrading the fire protection system up to code to include horns and strobes.

At Island Park, several play structures were replaced in 2018 or moved to a suitable location over the years. This equipment is extremely well used and therefore yearly repairs or replacement of components are necessary. During the Spring of 2024, the Splash Pad had extensive work done to replace valves and solenoids which should extend its life expectancy. The Sandfield Centre's siding was replaced in 2023 which resolved the water infiltration between the siding and the brick. That same year the existing skatepark was expanded from 3,600 sq ft to 10,000 sq ft. In 2022, a new outdoor volleyball court was installed at the west portion of the park. In 2018, a junior basketball court was installed at the southern end of the park. Over the years, improvements have been made such as the replacement of asphalt singles with tin roofing on the gazebos, the paving of the walkways through the park, the installation of outdoor training equipment in partnership with Community Living, the installation of outdoor water fountains with water bottle filling stations in partnership with Community Living Glengarry and the Lions Club, as well as many other upgrades.

The Maxville & District Sports Complex was built in 1977 and at the time of this report, Council had commissioned engineering designs for the replacement of the cement slab, boards, glass, upgrades to the fire protection system to include horns and strobes, reconfiguration of the staircase to the gondola, the installation of a new accessible viewing area and ramp, the replacement of tiles and rubber matting in the lobby, lobby bathrooms, players change rooms and the hall leading to these spaces. The refrigeration plant is in good working condition since the township has continuously invested in its maintenance. In 2024, a new walkway leading to the lobby was poured and the parking area was resurfaced and new lines painted. This project was led by the Public Works Department. In 2023, the referee change room was remodeled and in 2022 the multi-use change room was remodeled. Both rooms now have vinyl on the walls instead of gypsum. In 2021 and 2022 VCT floor tiles and ceiling tiles were replaced in the staff spaces. The flex/girls change room was remodeled and vinyl was used as a wall covering. In 2018, the Community Hall's VCT floor files were replaced and a waterproof membrane was added prior to the installation of the new flooring. The hall was repainted and the ceiling tiles were replaced.

Local participation in the indoor and outdoor soccer programs has been increasing since the pandemic. It is suspected that this is due to people wanting to return to sport and trying to find lower cost activities for themselves and their family members. A similar trend has been noted for baseball at all fields. There is currently capacity within the Township's existing field inventory to respond to an even greater increase in demand for outdoor sports.

The Township replaced the majority of its playgrounds in 2018 and 2019 but well used sites – such as those at Island Park and the Maxville & District Sports Complex wear out faster and require greater maintenance.

Staff has seen a marked interest in tennis since the pandemic. Indoor reservations are difficult to come by and the tennis courts at Island Park are used extensively even though their condition has deteriorated greatly. Staff has proposed the replacement of the tennis courts at Island Park as part of the 2025 Capital projects.

Pickleball is an emerging sport that will continue to be accommodated on shared tennis courts. In consultation with the tennis users at Island Park, the plan would propose 1 tennis court and 2 pickleball courts. This acknowledges the continued increase participation in pickleball. This is a low cost and accessible sport for users of all ages.

Swimming

Mill Pond Beach at Island Park

The Mill Pond Beach is a refreshing and well used area in Island Park. Even though the beach is not monitored by lifeguards, signage containing information and education promoting waterfront safety is installed on location.

Pool at Hôpital Glengarry Memorial Hospital

In 2024, the Township of North Glengarry, in partnership with the Hôpital Glengarry Memorial Hospital, reopened the pool, which had been closed to the public since 2019. The gradual reopening started with public swimming sessions for the general public, seniors and parents and

tots. In the summer of 2024, the Township expanded programming to offer Parents and Tots, Toddlers and Swimmer 1 level swimming lessons and Aquafit classes. Due to the size of the pool, swimming classes are capped to the first three levels but the evening and weekend Aquafit classes were expanded to offer Aquafit Bootcamp and Yoga. Staff is hopeful that they will be able to expand programming Aquafit classes to the weekdays in January 2025.

Renewal of Swimming Spaces

The beach area at Island Park is maintained regularly and water sampling is performed by the Eastern Ontario Health Unit and posted to their website - <https://eohu.ca/en/my-environment/public-beach-water-advisories>. In addition, Township Staff remove noxious weeds in Mill Pond under a Letter of Agreement with the Department of Fisheries and Oceans Canada which has greatly enhanced this portion of the park. Staff does not expect any renewal costs for this space.

The agreement for the pool between the Township and the Hôpital Glengarry Memorial Hospital stipulates that the Township will pay for programming and staffing costs and the pool maintenance costs are absorbed by the Hospital. Staff does not expect any renewal costs for this space.

Hamlets Buildings and Installations

The Township has several volunteer Recreation Associations or other groups in the hamlets that maintain Community Halls owned by the Township, various sports fields, and play structures with support from the Township in the form of Operating and Capital funds.

Alexandria Recreation Association

- No physical assets but support recreational infrastructure and activities in Alexandria

Apple Hill Recreation Association

- The Apple Hill Community Centre was built in 1992 and is located at 3749 Old Orchard Street in Apple Hill with a maximum occupancy of 150 individuals (theatre style seating)
- 1 outdoor soccer field with flood lights*
- 1 outdoor ball field with flood lights*
- 1 playground partially lighted*

* property owned by the St. Anthony's Parish – Roman Catholic Episcopal but maintained by the Apple Hill Recreation Association

Dalkeith Recreation Association

- The Dalkeith Community Hall was built originally in the 1940s and is located at 1865 County Road 23 in Dalkeith with a maximum occupancy of 250 individuals (theatre style seating)
- 1 outdoor asphalt pad used for ice skating in the winter months and as flex / event space in the warmer months with flood lights

Dalkeith Plus Library Volunteer Organization

-
- The Dalkeith Plus Library was built in the 1960s and is located at 1835 County Road 23 in Dalkeith with a maximum occupancy of 90 people (flex style seating)
 - Playground
 - 1 outdoor ball field

Dunvegan Recreation Association

- The Dunvegan Recreation Centre was built in 1919 and is located at 19053 County Road 24 in Dunvegan with a maximum occupancy of 200 individuals (theatre style seating)
- 1 outdoor full size soccer field lined with minis or micros according to Glengarry Soccer League's requirements with flood lights
- Playground partially lighted with streetlights

Father Gauthier Recreation Association

- 1 outdoor full size soccer field lined with minis or micros according to Glengarry Soccer League's requirements (under trusteeship to the Father Gauthier Recreation & Association)

Glen Robertson Recreation Association

- The Glen Robertson Social Centre was built in 1984 and is located at 22015 Glen Robertson Road in Glen Robertson with a maximum occupancy of 250 individuals (theatre style seating)
- 1 outdoor cement pad used for ice skating in the winter months and as sports pad in the summer months with flood lights
- Playground partially lighted with flood lights from rink
- 1 outdoor multi use field partially lighted with flood lights

Glen Sandfield Recreation Association

- No physical assets but support recreational infrastructure and activities in Glen Sandfield and area

Greenfield Recreation Association

- 1 outdoor soccer field with flood lights (property owned by the Roman Catholic Episcopal Corporation for the Diocese of Alexandria-Cornwall but maintained by the Greenfield Recreation Association)

Laggan Recreation Association

- 1 full size outdoor soccer field lined with minis or micros according to Glengarry Soccer League's requirements (property owned by the Upper Canada District School Board but maintained by the Laggan Recreation Association)

Maxville Recreation Association

- Supports outdoor infrastructure at the Maxville & District Sports Complex through fundraising and refurbishment activities
- Manages community activities in Maxville

Renewal of Hamlets Buildings and Installations

The Associations that manage buildings have seen an increase in costs for the upkeep of their facilities. With the exception of the Apple Hill and Glen Robertson building, none can be called “recent builds”.

Recently, the Apple Hill building received a new roof and the posts holding the canopy above the entrance were redone. A generator was installed this year to offer an additional space in the event of an emergency.

The Dalkeith Community Hall has been concentrating on a large project which is renovating the outdoor asphalt pad that is used for ice skating in the winter and event space in the summer.

In 2024 the Dalkeith Plus Library had repairs done to replace bricks and mortar, parging of the foundation, the replacement of a door and a few windows, conversion of traditional lighting to LED and the replacement of a ramp at the back entrance.

A few years ago the Dunvegan Recreation Association updated a bathroom to conform to accessibility requirements, performed driveway and parking lot repairs in 2023 and this year worked on the roof and painting of the exterior of the building.

The Glen Robertson Recreation Association worked on both bathrooms in the building to increase accessibility, performed repairs to the bar area and replaced ceiling tiles. They built a new outdoor rink and replaced the wood divider between the grass and the playground area with plastic bollards. In 2023, the parking lot was resurfaced and new lines were painted. This project was managed by Public Works.

The Recreation Associations fundraise to have the funds required to operate their buildings. For many years now, the Township has provided Capital funds through the yearly budget to support the repairs proposed by the Recreation Associations. It is expected that the cost of materials and labour will impact maintenance projects in the future.

Parks / Open Spaces

Alexandria Cenotaph

- The Cenotaph is located at 248 Main Street North in Alexandria and measures approximately 34,000 sq ft with benches along uni-stone walkway to Cenotaph. The space is partially lighted through streetlights.

Apple Hill Cenotaph

- The Apple Hill Cenotaph is located on a property 3789 Old Orchard Street in Apple Hill.

Centennial Park

- This treed parkette is located at the north end of Maxville. The usable space contains picnic tables and garbage / recycling cans and measures approximately 15,000 sq ft.

Community Garden Parkette

- Located at 199 Main Street North, the property measures approximately 8,000 sq ft. It has compacted gravel path, benches, picnic tables, and 10 wooden raised boxes for gardening.

King George Park

- Located at 4 Main Street South in Maxville, the park measures nearly 13,000 sq ft and has compacted gravel paths, benches, flowerpots, and is home to the Maxville Mural.

Maxville Cenotaph

- Located at 43 Mechanic Street West in Maxville, the Maxville Cenotaph space measures over 17,000 sq ft and has a uni-stone path leading from the sidewalk to the Cenotaph.

Mill Square Parkette

- Located at 15 Mill Square in Alexandria, the parkette measures 4,400 sq ft. The front portion giving on Main Street has a uni-stone patio, concrete flower boxes, and electrical outlets. The parkette is lighted through streetlights.
- There is an empty lot across from the Mill Square Parkette measuring 4,400 sq ft that is presently unused at this time.

Renewal of Parks and Open Spaces

The Township maintains these highly visible parks and open spaces with the exception of the Apple Hill Cenotaph which is maintained by the business that occupies the building at that location.

Some have benefited from grants over the years such as the King George Park which was transformed through a Friends of the Environment Grant from the TD Bank and Centennial Park which received funding through Trees Canada. The latest collaboration in the Fall of 2024 was for the Community Garden Parkette on Main Street North in Alexandria where trees were planted through a collaboration with Home Hardware and Tree Canada.

The Alexandria Cenotaph received Capital Funding to regrade a portion of the back lot, remove trees and clean up the stone fence along the north side of the property.

In general, these properties have a low maintenance cost given that permanent nature of the infrastructure.

4. Service Delivery

User fees

The Township of North Glengarry approves increases to user fees and charges which cover the costs for rentals in its facilities. This schedule is then posted to the website as per the legislated requirements for all municipal departments.

Programming

Access to affordable and high-quality recreation, parks and cultural programs is an essential component of a healthy community. The goal for the Township's recreation department is to manage and introduce various programs that promote physical activity and sports. Pricing must be attractive to encourage people to try new activities and reap the benefits of participation.

The survey demonstrated that there is a broad range of activities and opportunities for people of all ages and abilities, offered either by the municipality or through community groups and organizations.

Program fees are reviewed annually and when needed, compared to surrounding areas to ensure that it establishes affordable rates which allow as many residents as possible to participate in sports and recreational opportunities.

Even though the cost to run programs has increased, the Township has in many instances only slightly increased the cost (for example fees at the Glengarry Indoors Sports Complex have only risen by 1.87% for the last 2 years and at 0% increase during the pandemic).

Partnerships

Staff and Council are regularly approached by the community or local organizations to consider requests for existing or perceived service or infrastructure gaps. One way that the Recreation Department has addressed these requests has been through partnering with community organizations to develop programming or expand infrastructure offerings. Based on experience, these arrangements have been highly successful in leveraging resources and maximizing recreation opportunities for the community.

As part of the evaluation process regarding service of infrastructure gaps the following questions should be asked:

- Would it provide benefits to the general public and that make appropriate use of funds and viable?
- Does the new program complement or enhance the current programming?
- Does the program / infrastructure support the interests of the community at large?
- Is there an established organization already providing this service / infrastructure?

Staff regularly work with community partners to ensure that programming meets the needs of the community.

Funding Requirements

Access to sufficient funding to construct, revitalize, and renew recreation and parks infrastructure is a challenge for most municipalities. This is also true for North Glengarry which has many facilities approaching – or beyond – the end of their lifecycle. Not only must the Township invest in its existing assets but its ability to generate and sustain sufficient levels of funding to support infrastructure has been severely impacted with the assessment freeze.

Capital planning is performed on a rolling 10-year basis but it is fluid and funding amounts and sources are confirmed annually through the budget exercise.

The table below shows the level of capital funding for the Township’s recreational facilities. To note that buildings managed by the local Recreation Associations are funded through the allocation to the Municipal Recreation Associations which has remained at the same level for the past 9 years. The funding in the municipal Capital Budget also supports infrastructure other than the buildings. For example, repairs to a splash pad, replacement of an asphalt pad to create multi-sports opportunities.

Capital Funding (tax base or municipal reserves only)					
	2020	2021	2022	2023	2024
Municipal Recreation Assoc. ‡	63 500.00	63 500.00	63 500.00	83 500.00	63 500.00
Maxville Sports Complex †	17 000.00	85 000.00		25 000.00	431 526.78
Island Park	31 500.00	7 500.00	20 000.00	91 000.00	50 000.00
Glengarry Sports Palace *	106 000.00	719 553.04	120 000.00	45 000.00	68 000.00
Tim Hortons Dome	17 000.00	2 000.00	-	-	39 000.00
TOTAL	\$235 000.00	\$877 553.04	\$203 500.00	\$244 500.00	\$652 026.78
‡ 2023 asphalt pad project in Maxville funded in part through MRA reserve					
† 2024 MSC includes 2025 pre-purchase of Ice Resurfacer to arrive in November 2024					
* 2021 GSP arena refurbish - Funded through reserves and operating surplus + Ice Resurfacer					

The Building Condition Assessments prepared by UL plan for capital expenditures until 2051. The information in the reports is strictly limited to the buildings and does not include any complementary infrastructure. For example at Island Park, the Building Condition Assessment contains information on the Sandfield Centre but does not include repair or replacement costs for the play structures, splashpad, tennis courts, etc.

Building Condition Assessments	2027-2031	2032-2041	2042-2051	TOTAL
Apple Hill Community Centre	56 000	320 500	28 000	404 500
Dalkeith Community Hall	69 900	146 000	81 000	296 900
Dalkeith Plus Library	144 400	76 000	86 000	306 400
Dunvegan Recreation Centre	60 000	224 000	75 000	359 000
Glen Robertson Social Centre	102 400	233 000	166 000	501 400
Glengarry Indoor Sports Complex	43 500	968 000	116 400	1 127 900
Glengarry Sports Complex	1 130 100	962 700	4 481 600	6 574 400
Maxville & District Sports Complex	801 700	1 377 800	966 100	3 145 600
Sandfield Centre	24 000	591 000	574 600	1 189 600
	\$ 2 432 000	\$ 4 899 000	\$ 6 574 700	\$ 13 905 700

The costs in the table above do not take into account the nearly 50 other recreational infrastructures or open spaces in the Township that will require repairs or replacement during this same timeframe.

**Summary of facilities
owned or operated by the
municipality**

	Location								TOTAL	
	Alexandria	Apple Hill	Dalkeith & Dalkeith Plus	Dunvegan	Glen Robertson	Greenfield	Laggan	Lochiel / Father Gauthier		Maxville
Ball Field Outdoor	2	1	1						1	5
Basketball Court Indoor*									1	1
Basketball Court Outdoor	1								1	2
Beach area	1									1
Boat Launch	1									1
Cenotaph	1	1							1	3
Community Hall	3	1	2	1	1				1	9
Exercise Equipment Outdoor	1									
Fishing Dock	1									1
Flex Field					1					1
Kayak Launch	1									1
Park/Parkette	3								2	5
Play Structure	3	1	1	1	1				3	10
Pool	1									1
Rink Indoor	1								1	2
Rink Outdoor			1		1					2
Shuffleboard									2	2
Skate park	1									1
Soccer Field Indoor	1									1
Soccer Field Outdoor	6	1		1		1	1	1	4	15
Splash Pad	1									1
Tennis / Pickleball Court Indoor*	1								1	2
Tennis / Pickleball Court Outdoor	2								3	5
Volleyball Court	1									1
Walking Path Outdoor	1									1
Walking Track Indoor*	1								1	2

*Maxville Sports Complex Summer only

5. Action Plan



Pillar 1 – GROW Recreation Capacity

- To increase sustainable programming in response to current demands and trends.

ACTIONS:

PERFORMANCE INDICATORS:

Programming:

- Monitor program trends and interests in the recreation and parks sector and adjust programming accordingly.
- Identify services offered by neighbouring communities and private providers to determine areas where program duplication can be avoided and where the Township may be able to fill program gaps.
- Optimize program offerings based on needs and satisfaction rates (e.g. adjusting program schedules to meet areas of greatest need).
- Test demand for innovative/alternative program choices (pilot programs), including within underused facilities, parks, or non-peak times.
-

- Customer Satisfaction Surveys
- Track program participation and fill rates
- Facility utilization data
- Facility foot traffic
- Analyze data for pilot programs

Facilities Improvements:

- Continue to implement Council priorities and asset management plan to guide short and long-term investments in facilities to ensure that recreation and parks infrastructure is maintained to the quality that residents expect and need.

- Proposed capital investments in recreation facilities are brought to Council for inclusion in budget
- Identify grant opportunities that align with priorities are brought to Council

Recreation Software:

- Expand on-line registration offerings.

- Number of programs added to software for on-line registration

Customer Satisfaction:

- Create positive and memorable user experiences.

- Survey program / facility users regularly for improvements and comments
- Customer Service Training for new staff and refreshers for existing staff



Pillar 2 – FOSTER Community Partnerships

- To support physical and social environments that build strong, caring communities.

ACTIONS:

Partnerships:

- Work collaboratively with support organizations to identify, attract, and intentionally include participants from populations facing constraints accessing recreation and parks services.
- Establish new or strengthen existing partnerships to share existing resources to reduce the financial risks for all partners.
- Identify programming gaps or existing opportunities that respond to underserved segments of the population.

Community:

- Focus on Community-building activities /events that promote partnerships within those communities.
- Support community-based activities – Community Breakfasts, Carnivals, Canada Day, etc.

PERFORMANCE INDICATORS:

- Canvas community partners regularly on opportunities to collaborate on programming or use of facilities.
- Collaborate on grant opportunities to support facilities / programming.
- Number of new programs of programs that were enlarged / modified to include underserved population.
- Number of new participants affiliated with community partners.
- Participation and renewals in programming.
- Extend activities such as Meet Me on Main Street to surrounding areas.
- Usage of municipal facilities at no cost for community activities.
- In-kind for Community Grants recipients.



Pillar 3 – CHAMPION Active Living, Inclusion and Accessibility

- To increase awareness and access to recreation opportunities for all residents.

ACTIONS:

PERFORMANCE INDICATORS:

Awareness:

- Ensure consistent and coordinated messaging.
- Use social media and apps to enhance the dissemination of programming to the public and partners.
- Connect with community organizations to share their information on programming and resources that are available throughout the Township.

- Number of web page visits / social media followers
- Number of positive social interactions
- Correlation between traffic and program registrations

Active Living:

- Explore Active Living Charter with Eastern Ontario Health Unit

- Create Active Living Charter for North Glengarry to promote a healthy and active community.
- Council adopts Active Living Charter

Inclusion and Accessibility:

- Identify existing barriers to access/participation along with ways to remove them.
- Identify funding sources for participants (Jumpstart, etc.).
- Ensure that programming is promoted as inclusive for people of all abilities.

- Ensure programming cost remains accessible and affordable while being sustainable
- Number of subsidy recipients
- Population segments that access programs and services through the subsidy
- Number of new participants

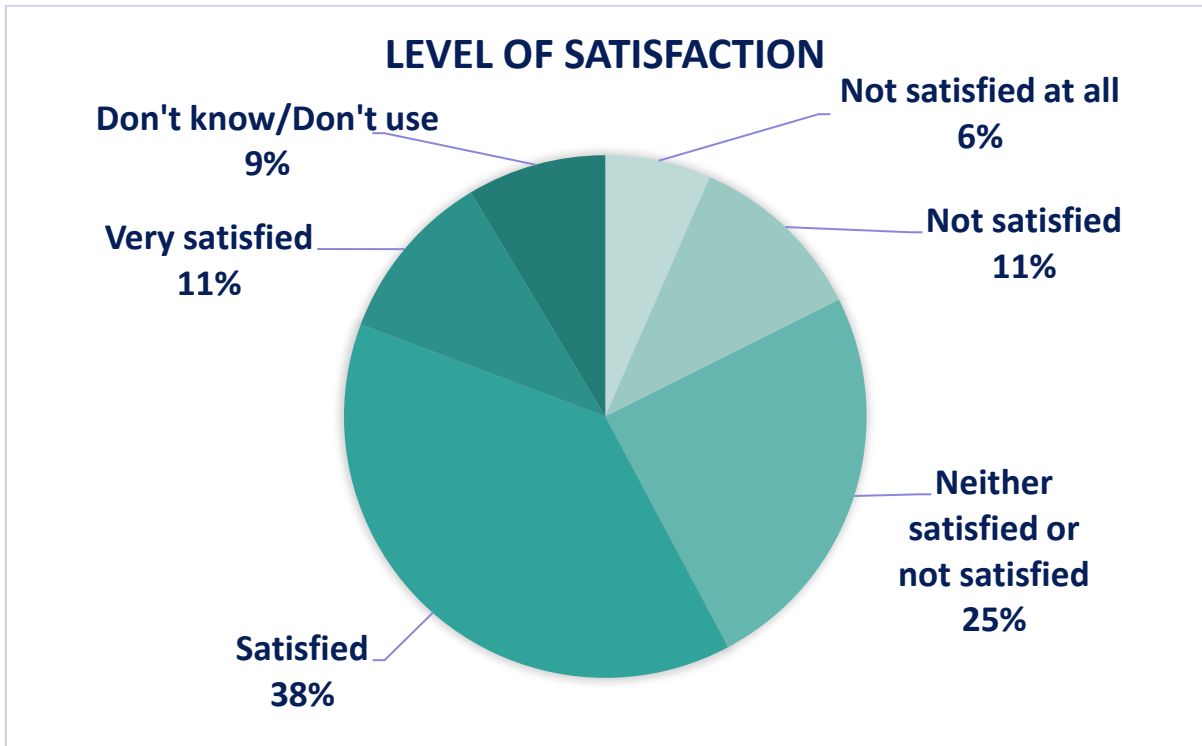


6. Summary of Survey Results*

* Complete responses to the Survey can be found in the Appendix to this document.

Level of satisfaction

49% of respondents indicated that they were Very Satisfied or Satisfied parks and recreation opportunities. 25% of respondents indicated that they were neutral, and 17% indicated that they were not satisfied or not satisfied at all.



Community Profile

287 individual responses from persons living the following communities:

Township of North Glengarry	249
Township of South Glengarry	20
Township of Champlain	2
City of Cornwall	2
Municipality of Casselman	1
Town of Hawkesbury	0
<i>Other</i>	13
TOTAL	287

For North Glengarry, respondents indicated that:

- 131 lived in Alexandria
- 65 in Maxville
- 18 in Apple Hill
- 8 in Glen Robertson
- 7 in Dalkeith
- 7 in Dunvegan
- 6 in Lochiel
- 5 in Laggan
- 3 in Greenfield
- 2 in Glen Sandfield
- 1 in Dominionville

The top reasons people have moved to North Glengarry in recent years are:

- affordable residential real estate (21)
- desire for non-urban lifestyle (18)
- a good place to raise a family (18)
- lower cost of living (15)
- proximity to urban areas (8)

They have lived in North Glengarry for:

Less than 1 year	2
1 to 5 years	33
6 to 10 years	26
11 to 15 years	17
15 to 20 years	27
More than 20 years	153
TOTAL	258

Households



- 124 couples with children
- 82 couples with dependent children
- 28 single adults
- 28 multiple adults sharing a residence
- 19 single parents with dependent children
- 6 multi-generational families
- 1 family with dependent child or adult

Participation in Programming, Municipal and Community Events

Participation Levels (Top Answers):

Recreation Program	Municipal Events	Community Events
Frequently (1/week or more):	Rarely (2-3 times per year)	Rarely (2-3 times per year):
<ul style="list-style-type: none"> ▪ Past 36 months - 128 ▪ Presently – 110 ▪ Within 24 months – 116 	<ul style="list-style-type: none"> ▪ Past 36 months - 97 ▪ Presently – 90 ▪ Within 24 months – 83 	<ul style="list-style-type: none"> ▪ Past 36 months - 84 ▪ Presently – 83 ▪ Within 24 months – 81

Present participation per age group

	Active Sport or Fitness	Non-sport	Both
Elementary School age 5 - 12 years	40	4	17
Adults 35 - 54 years	35	19	18
High School age 13 - 19 years	33	7	12
Older Adults 55 - 64 years	20	15	16
Young Adults 20 - 34 years	15	7	16
Seniors 65 - 74 years	11	9	11
Preschoolers 0-4 years	6	6	3
Seniors 75 years and older	1	5	2
TOTAL	161	72	95

Top Activities & Facility Usage

The following are some of the top activity requests that were identified during the consultation process.

Recreational Activities Top Ten responses:

Presently participating	
IN North Glengarry	OUTSIDE North Glengarry
56 - Walking outdoor	27 - Swimming (Recreational)
51 - Golf outdoor	26 - Walking outdoor
43 - Indoor Skating	25 - Skiing or Snowboarding
42 - Soccer outdoor	21 - Golf outdoor
40 - Hiking	21 - Hiking
36 - Cross-Country Skiing or Snowshoeing	16 - Weight Training
36 - Curling	15 - Playground equipment
35 - Playground equipment	13 - Boating (sailing, canoeing, powerboating, etc.)
33 - Dog Walking (on leash)	13 - Hockey (Youth)
31 - Cycling or Mountain Biking	13 - Swimming (instructional)

Within 24 months	
IN North Glengarry	OUTSIDE North Glengarry
25 - Swimming (Recreational)	23 - Hiking
23 - Walking outdoor	23 - Swimming (Recreational)
20 - Boating (sailing, canoeing, powerboating, etc.)	22 - Walking outdoor
20 - Weight Training	20 - Golf outdoor
19 - Hiking	16 - Cycling or Mountain Biking
19 - Swimming (instructional)	15 - Boating (sailing, canoeing, powerboating, etc.)
17 - Cycling or Mountain Biking	15 - Skiing or Snowboarding
17 - Golf outdoor	14 - Cross-Country Skiing or Snowshoeing
14 - Hockey (Youth)	14 - Swimming (instructional)
14 - Playground equipment	13 - Hockey (Youth)

Municipal Activities Responses:

Presently participating
IN North Glengarry
57 - Meet Me on Main Street
20 - December Holiday Public Skating, Parents & Tots, and Shinny Hockey
17 - Family Day
15 - Festival of Lights (in partnership with the Alexandria Lions Club)
8 - March Break Sports Camp (Dome)
2 - Kilt Skate

Within 24 months	
IN North Glengarry	
64	- Meet Me on Main Street
62	- December Holiday Public Skating, Parents & Tots, and Shiny Hockey
60	- Festival of Lights (in partnership with the Alexandria Lions Club)
45	- Family Day
19	- Kilt Skate
18	- March Break Sports Camp (Dome)

Community Activities Responses:

Presently participating			
IN North Glengarry			
53	- Glengarry Highland Games	10	- CommUNITY Run
36	- Alexandria Canada Day	9	- Recreation Associations' Community Breakfasts
36	- Maxville Fair	6	- Dalkeith Carnival
34	- Maxville Community Market	6	- Glen Robertson Canada Day
31	- Alexandria Santa Claus Parade	6	- K9 Fest
28	- Maxville Canada Day	6	- Polar Bear Dip
25	- Maxville Santa Claus Parade	5	- Lobsterfest (Community Living Glengarry)
22	- WOW (Glengarry Artists Collective	4	- Community Bingo
19	- Alexandria Remembrance Day	4	- Summer Camp at Island Park
19	- Grotto Music Series	3	- Apple Hill Canada Day
17	- Firefighters' Community Breakfasts	3	- Light Up North Glengarry Contest
17	- Women's Day	3	- Youth Unlimited Summer Camp at Maxville & District Sports Complex
15	- Alexandria "Baby Please Come Home" (Shop Local)	2	- Apple Hill Remembrance Day
14	- Maxville Tree Lighting	1	- Jubilee (Fondation Hôpital Glengarry Memorial Hospital Foundation)
11	- Alexandria Tree Lighting	1	- Dalkeith Remembrance Day
11	- Maxville Remembrance Day	1	- Maxville Craft Fair
10	- Alexandria Fishing Derby		

Within 24 months			
IN North Glengarry			
88	- Glengarry Highland Games	20	- Maxville Remembrance Day
73	- Alexandria Canada Day	18	- CommUNITY Run
68	- Alexandria Santa Claus Parade	18	- Dalkeith Carnival
47	- Grotto Music Series	16	- Polar Bear Dip
44	- Alexandria "Baby Please Come Home" (Shop Local)	15	- Alexandria Fishing Derby
44	- Maxville Community Market	15	- Light Up North Glengarry Contest
43	- Alexandria Tree Lighting	13	- WOW (Glengarry Artists Collective)
43	- Maxville Fair	11	- Community Bingo
40	- Firefighters' Community Breakfasts	11	- Summer Camp at Island Park
39	- Women's Day	10	- Apple Hill Canada Day
38	- Maxville Santa Claus Parade	8	- Jubilee (Fondation Hôpital Glengarry Memorial Hospital Foundation)
35	- Alexandria Remembrance Day	7	- Glen Robertson Canada Day
34	- Maxville Canada Day	7	- Youth Unlimited Summer Camp at Maxville & District Sports Complex
24	- Recreation Associations' Community Breakfasts	5	- Apple Hill Remembrance Day
21	- Lobsterfest (Community Living Glengarry)	1	- Dalkeith Remembrance Day
21	- Maxville Tree Lighting	0	- Maxville Craft Fair
20	- K9 Fest		

Township Facilities Usage

Participants indicated which facilities they used:

490	- Island Park (Alexandria)
293	- Maxville & District Sports Complex (Maxville)
220	- Glengarry Sports Palace (Alexandria)
125	- Tim Hortons Dome (Glengarry Indoor Sports Complex) (Alexandria)
52	- Apple Blossom Park (Apple Hill)
41	- Father Gauthier (Lochiel)
40	- Centennial Park (Maxville)
37	- King George Park (Maxville)
37	- Laggan Public School (Laggan)
36	- Clark-MacIntosh Park (Dunvegan)
34	- Dalkeith
20	- Greenfield
19	- Glen Robertson

Activities in other facilities

The following are activities taking place in facilities IN North Glengarry not owned or operated by the Township.

5 - Golf	1 - Hiking
4 - Church worship service	1 - Hockey
4 - Reading newspapers/books	1 - Information
2 - Art shows	1 - Legion
2 - Glengarry Pioneer Museum	1 - Lions Club breakfasts
2 - Soccer	1 - Lochiel Centre
2 - Yoga	1 - Minor Hockey and Minor Baseball
1 - Canada Day festivities	1 - Paint Class
1 - Card games	1 - Performing Music & Mayhem shows
1 - Community Events	1 - Running
1 - Concerts	1 - Sand bag
1 - Crossfit	1 - Senior group exercise program
1 - Evening suppers	1 - taking out books and using activities at the library
1 - Festivals	1 - Volleyball, Off Ice hockey training
1 - Fund raisers, rink,	1 - Walking at Maxville Fairgrounds

Reasons people use recreational activities outside North Glengarry

Responders advised that they participated in recreational outside North Glengarry because specific activities were not available in the Township (e.g., skiing, boating or swimming lessons). Others had activities planned alongside trips to shops. Some indicated that the facilities or programming were better at other locations or that their leagues operated outside North Glengarry. We note that several respondents indicated that they did not know what was available in North Glengarry.

The top activities accessed in other communities are:

14	- Soccer
12	- Hockey
11	- Walking / Hiking trails
10	- Pools for swimming and lessons

From the time the survey closed to when this report was finalized, the Hôpital Glengarry Memorial Hospital's pool is now available for public swimming and the plan is to expand programming in the future.

Programming Opportunities

Active sport/fitness programming	
Water-Based Activities (e.g., Canoe, Kayak, Swimming, etc.)	61
Group Fitness Classes (e.g., Aerobics, Zumba, Yoga, etc.)	45
Court Sports (e.g., Tennis, Pickleball, Badminton, etc.)	37
Arena Ice Activities (e.g., Hockey, Figure Skating, Broomball, etc.)	30
Field Sports (e.g., Soccer, Lacrosse, Ultimate Frisbee, etc.)	27
Arena Non-ice Activities (e.g., Floor Hockey, Box Lacrosse, Roller Derby, etc.)	26
Martial Arts (e.g., Karate, Tae Kwon Do, Jiu Jitsu, MMA, etc.)	20
Gymnasium sports (e.g., Basketball, Volleyball, etc.)	19
Outdoor Ice Activities (e.g., Learn to Skate, Shinny, etc.)	19
Wheel Sports (e.g., BMX, Fat biking, Skateboarding, etc.)	15
None of the above	9
Other	18

From the table above, there are opportunities within the Township’s existing infrastructure to expand programming if not in all, then in most of the categories listed. The activities could be directly led by the Township or in partnership with community or private organizations.

Non-sport or recreational programming	
Wellness programs (e.g., Tai Chi, Mental Health, etc.)	47
Artisanal (e.g., Quilting, Handmade food, Sculpting, etc.)	41
Visual Arts (e.g., Painting, Photography, Digital Media, etc.)	38
Learning/Self-improvement (e.g., Local heritage, Nutrition, Computer, etc.)	34
Social/Club Activities (e.g., Youth Drop-ins, Seniors, New Parents, etc.)	33
Environmental (e.g., Pollinator Gardens, xeriscape gardening, etc.)	26
Performing Arts (e.g., Drama, Choral, etc.)	26
Seniors’ Programs	23
Camps (e.g., Day, Summer Break, Winter Break, etc.)	21
None of the above	17
Before and after school programs	14
Play programs for preschooler	13
Other	2

For non-sport or recreational programming opportunities, several community partners are already offering activities in most of these categories.

Glengarry Trails Usage

Walking or Dog Walking	126	Cross Country Skiing	18
Running	12	Cycling - Biking	20
Snowshoeing	38	Other	5

Activities listed under “Other” on the Glengarry Trails included ATVing, Geotagging, snowmobile, and swimming.

Improvements to Parks, Facilities & Trails

Participants indicated that improvements should be made to the following. Information has been added under the Status and Comment column:

#	IMPROVEMENT TO PARKS & FACILITIES	Status	Comment
52	Washrooms	Yearly improvements	Assume Island Park
47	More shade, seating, lighting, etc.	Yearly additions / Budget dependant	Assume Island Park
45	Improved access to beach / water for swimming, kayaking, canoeing, etc.	Yearly additions / Budget dependant	Assume Island Park
44	Arena repairs Maxville		
42	More water play features	Approved repairs 2024 Capital Budget	Island Park
40	Water fountains	2 to be installed in 2024 Paid for in partnership with Lions Club	GSP & Island Park
38	Better playing fields for soccer	Ongoing	Various fields across NG
36	Outdoor gym/fitness stations	2 double stations already installed	Island Park
35	Food gardens	Possibly 2024	Funding application – waiting on results
31	Increased maintenance/clean up	Ongoing	
30	More walking paths to within/parks		No location identified
27	Covered areas (gazebos)		No location identified
24	Multi-purpose play court		Maxville outdoor court + MSC + GSP arena in summer
20	Better playing fields for baseball/softball	Ongoing	GSP & MSC fields
15	New/improved play equipment	Continuous	Play equipment replaced in majority in 2018/2019
11	Arena repairs Alexandria	2022 Refurbishment	Grant application – waiting on results
8	Better playing fields for other turf sports	Sod fields already used for football/flag football	Sport not identified
7	AODA accessibility improvements	Continuous	
7	Concrete pads for wheel sports	Community project - expansion completed in 2023	Alexandria Skate park
25	Other		

Other:	Status	Comment
<ul style="list-style-type: none"> Swimming Pool 	Reopened Spring 2024	Partnership HGMH
<ul style="list-style-type: none"> Bike paths/lanes, safe bike areas 	Continuous	Included in PW road planning
<ul style="list-style-type: none"> Lights for Maxville soccer field 	Capital project	Funding or grant dependant
<ul style="list-style-type: none"> Dog park 		
<ul style="list-style-type: none"> Splash pad for Maxville!! 		
<ul style="list-style-type: none"> Swimming Lessons at HGMH 	Ongoing	Application for courses with Lifesaving Society
<ul style="list-style-type: none"> Indoor pool and a outdoor pool for the ones who do not enjoy refreshing in the islands water. 	Indoor pool available as of Spring 2024	
<ul style="list-style-type: none"> Larger library spaces 		Responsibility - SDG Libraries
<ul style="list-style-type: none"> Maxville outdoor basketball court with lights 	Project completed in Fall 2023	Maxville asphalt pad
<ul style="list-style-type: none"> More garbage cans, picnic tables, better hours at library and public washrooms 	Outdoor equipment added or repaired yearly	Library – responsibility SDG Libraries
<ul style="list-style-type: none"> More shaded seating areas in Maxville 		
<ul style="list-style-type: none"> No improvements needed in Maxville. There is already too much focus on recreation and not enough on other civic matters and issues. Maxville would benefit greatly from more attention being paid to issues such as speeding on Main Street. 		
<ul style="list-style-type: none"> Outdoor track. The track at Glengarry District High School is in rough shape. This is a space that is used by students as well as members of the 		Responsibility - UCDSB

community in the evenings, weekends, holidays, etc.		
<ul style="list-style-type: none"> Tennis court repair at the Dome 	Repairs & cracks filled Spring 2024	
<ul style="list-style-type: none"> Tennis courts 	Part of future Capital Budgets	Assume Island Park
<ul style="list-style-type: none"> The washrooms are not open all season near the play structures. As part of a large homeschooling community, this is not convenient. 	Bathrooms available from May to October	
<ul style="list-style-type: none"> Water Fountain at Maxville Soccer Fields 		

#	IMPROVEMENTS TO GLENGARRY TRAILS
40	Amenities along trail (e.g., washrooms, benches, picnic spots)
25	More/improved trail heads (e.g., parking, trail maps/details, washrooms)
22	Signage and wayfinding along trail
20	Better trail maintenance
11	More patrols/monitoring
7	Educational/stewardship initiatives
3	Better AODA accessible segments
4	Other

Trends show that walking is the activity with one of the highest participation rates, and other activities such as jogging and cycling continue to be some of the most popular and accessible activities.

The Glengarry Trails are a highly valued amenity in North Glengarry, which is not surprising given the trend toward individual, flexible, informal recreation. Overall, trails offer a great deal of value for a relatively low amount of investment and maintenance costs.

Complete survey results are available through the Township. Contact recreation@northglengarry.ca



STAFF REPORT TO COUNCIL

Report No: CS-2024-24

September 9, 2024

From: Anne Leduc – Director of Community Services

RE: Application to Community Sport and Recreation Infrastructure Fund

Recommended Motion:

THAT Council receives the Staff Report No. CS-2024-24; and

THAT Council directs staff to apply to the Community Sport and Recreation Infrastructure Fund (CSRIF) for the replacement of the Maxville & District Sports Complex arena slab and related components for the maximum allowable of \$1,000,000.00.

Background / Analysis:

On August 12, 2024, the Government of Canada announced the intake for the Community Sport and Recreation Infrastructure Fund (CSRIF) with an application deadline of October 29, 2024, at 12 PM ET. There is only one application intake for this program and the replacement of the arena slab at the Maxville & District Sports Complex qualifies under Stream 1: Repair and Rehabilitation for up to a maximum of \$1,000,000.00 for the project.

The CSRIF aims to meet community need and improve the capacity of municipalities, local services boards, not-for-profit organizations and Indigenous organizations and communities in Ontario that support the delivery of community sport and recreation programming.

The municipality meets the eligibility criteria which are:

- Operate or manage a sport or recreation facility/space or other community facility/space that offers sport or recreation programming.
- Own the community facility/ space and has the necessary authority or permission to undertake the project.
- Are a municipality in Ontario;

Eligible projects for Stream 1 may include projects that:

- Extend the lifespan of existing community sport and recreation facilities/spaces;
- Maximize the use of existing facilities (e.g., use of space, increasing hours of operation, enhancing functionality and/or participation rates); or
- Improve health and safety, accessibility and environmental standards of existing facilities (e.g., access to facility/field of play, lower operating costs, improved energy efficiency, etc.).

Eligible project expenses include:

- Development costs associated with construction, such as the development of plans or permits for the project; note, however, that these costs are limited to 20 per cent of the total CSRIF grant;
- Project management costs, such as project-related fees paid to professionals, technical personnel, consultants, and contractors specifically engaged to undertake the project;
- Transportation and delivery costs;
- Fixed equipment and technology costs, such as large-scale equipment for installation (e.g., furnaces, boilers, sound equipment);
- Construction and/or renovation costs, including costs for project materials, labour for construction and/or installation;
- Ontario Builds signage costs to purchase, produce and install an Ontario Builds sign at the project site, which is a requirement for all approved projects.

Cost-Sharing Program:

- The CSRIF is a cost-sharing program where eligible applicants can request up to 50 per cent of eligible project costs.
- Successful recipients (and their partners, if applicable) must cover the remaining project expenses.
- No other Ontario provincial funding can be used towards the project.

Timeline and Costs:

- Approved projects must be completed with all eligible project expenses incurred within 24 months of the successful applicant (recipient) entering into a Transfer Payment Agreement with the Ministry in respect of the project.
- Staff has been working with EVB Engineering Inc. on the engineering designs for the replacement of the cement slab at the Maxville & District Sports Complex. At the time of the report, the designs are at 66% completion with 100% completion expected at the end of September 2024.
- EVB prepared Class A estimates in September based on the updated user requirements, general description of the end-built works, preliminary site information and existing conditions, and production, which estimate the project cost at \$1,948,000.00.
- Project Management for the construction are estimated at \$60,000.00 which brings the total price of the project to \$2,008,000.00.

- The Request for Tender document is being prepared by EVB and will be available at the end of September 2024.

It is staff’s opinion that this project is ideal for Stream 1 of the CSRIF since it is shovel ready and can be accomplished within the specified funding timeline:

- The municipality had the foresight to contract EVB earlier in the year to prepare the engineering designs for the replacement of the arena slab.
- The Request for Tender is ready to be issued once the funding has been approved.
- The municipality can demonstrate that it has the staff and track record to successfully complete this type of large construction project.

With the timing of this grant, staff expects to hear back in the spring of 2025 which would then initiate the Request for Tender Process, review of the RFT and awarding of the contract with construction to start in Spring 2026.

ITEM	TIMING
Grant Deadline	October 29, 2024
Response to municipality	Spring 2025
Request for Tender issued	Minimum 45 days for bids (Early Summer 2025)
Evaluation & report to Council	15 - 30 days (Early Summer 2025)
Signature of contract	15 – 30 days (Summer 2025)
Construction window following ice removal	Mid-April to September 2026

Alternatives:

Option 1 – Recommended – That Council directs staff to apply to the Community Sport and Recreation Infrastructure Fund (CSRIF), Stream 1: Repair and Rehabilitation for up to a maximum of \$1,000,000.00 for the replacement of the Maxville & District Sports Complex’ arena slab and related components.

Or

Option 2 – Not recommended – That Council does not approve this resolution

Financial Implications:

The estimated cost of construction for this project would be \$2,008,000. There is currently \$55,000 in the Maxville Sports Complex Reserve and an estimated \$185,000 that could be transferred into reserves at year end. If North Glengarry was a recipient of the CSRIF grant in the amount of \$1,000,000, an additional \$768,000 would be required for this project.

Due to anticipated low capital requirements in the coming two years, staff feel that it would be feasible to allocate \$250,000 to reserves in 2025 and 2026. The remaining balance of \$268,000 would be funded through long-term debt or future capital savings.

Maxville Sports Complex Reserve	\$55,000
Estimated Transfers into Reserve at Year end	\$185,000
2025 Transfer to Reserve	\$250,000
2026 Transfer to Reserve	\$250,000
Community Sport and Recreation Infrastructure Fund	\$1,000,000
Outstanding Balance	\$268,000
Estimated Project Cost	\$2,008,000

Attachments & Relevant Legislation:

Relevant Information – Community Sport and Recreation Infrastructure Fund, Stream 1: Repair and Rehabilitation - https://forms.mgcs.gov.on.ca/dataset/1e786e72-84b2-4603-8059-e5cef86e83ad/resource/5ad489fb-dc74-4691-8aee-60e1a84b392b/download/csrif-stream-1-guidelines_en.pdf

Others Consulted:

Zoe Bougie – Director of Finance
Nicholas Hansen – Facilities Lead Hand

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk



STAFF REPORT TO COUNCIL

Report No: CS-2024-27

October 15, 2024

From: Anne Leduc – Director of Community Services

RE: Changes to the North Glengarry Community Improvement Plan

Recommended Motion:

THAT Council receives staff report CS-2024-27; and

THAT Council accepts the changes to Programs A, B and G of the North Glengarry Community Improvement Plan and directs staff to proceed with public consultations

Background / Analysis:

An annual review of the Community Improvement Plan is performed by the Arts, Culture and Heritage Committee. The information is brought to Council as part of the changes to the Community Improvement Plan along with a request to move to public consultations.

Modifications to:

- Section 4.3
- Section 5 & 5.1 points “n” and “u”
 - Programs A & B under the Financial Incentives portion of North Glengarry’s Community Improvement Plan
 - Addition of Program G under the Financial Incentives portion to address Tax Increment Grant for brownfields.

To facilitate the reivew, proposed changes are made in red.

Section 4.3 PHASE III: COMMERCIAL FRINGE AREAS, INDUSTRIAL ZONES, AND BUILDINGS DESIGNATED TO THE NORTH GLENGARRY HERITAGE REGISTER (YEARS 2019 – ONWARDS)

Goal: To beautify the commercial fringe areas that service the Township, to encourage the physical enhancement of the industrial park, and to preserve and restore residential and non-residential buildings that have been designated to the North Glengarry Heritage Register as being of important heritage significance to the region.

- All non-residential buildings, as well as buildings that have been designated to the North Glengarry Heritage Register as being of significant heritage interest. Priority will always be given to projects located in the Phase I and II zones, followed by commercial establishments. Applications from residential, institutional, industrial and agricultural establishments will be considered for funding as resources permit.

Section 5 INCENTIVE PROGRAMS

The following Financial Incentive Programs are intended to promote and support the goals of the CIP and encourage long-term private sector actions to enhance and rehabilitate properties and stimulate development. Any property owner seeking to access the incentive measures may only do so contingent on meeting the necessary eligibility requirements under each program, as well as the general eligibility requirements indicated in Section 5.1 below.

An application for any financial incentive program contained within the CIP must include plans, estimates, contracts, reports and other details as required by the Township to satisfy the ACHC and Council.

Financial Incentive Program

- A. Planning and Design Grant Program
- B. Building Improvement and Infill Grant Program
- C. Commercial Signage, Civic Address Signage and Commercial Awning Grant Program
- D. Landscaping and Public Art Grant Program
- E. Building Permit and Planning Fee Grant Program
- F. Municipal Loan Program
- G. Environmental Rehabilitation (Brownfield) Tax Increment Grant

Section 5.1 points “n” and “u”

- n) Applicants must be building owners or tenants of the buildings within the designated CIP areas.
 - i. Applicants for the following Grant Programs: Program A - Planning and Design Grant Program, Program B - Building Improvement and Infill Grant Program, Program C - Commercial Signage, Civic Address Signage and Commercial Awning Grant Program, Program D - Landscaping and Public Art Grant Program and Program E - Building Permit and Planning Fee Grant Program may be Tenants of a property with written authorization from the Owner.
 - ii. Applicants for **Program F - CIP Municipal Loan Program** must be the Owner of the property.
 - iii. Applicants for the Program G - Environmental Rehabilitation (Brownfield) Tax Increment Grant must be the Owner of the property.
- u) Grant payments for the Financial Incentive Programs will be allocated upon completion of the Program works, final inspection and approval and/or issuance of any required certificates, all to the satisfaction of the Township and as follows:

- i. Program A (Planning & Design Grant) - The grant is payable in two (2) equal installments, the first upon approval of the final design renderings and the second installment upon completion of the approved works.
- ii. Program B (Building Improvement and Infill Grant Program), Program C (Commercial Signage, Civic Address Signage and Commercial Awning Grant Program), Program D (Landscaping and Public Art Grant Program) - The grant is payable upon completion of the works in each Program Phase, as set out in the Agreement and upon submission by the Applicant of proof of payment for the works performed, photographs of the completed work, and a site visit by the ACHCor their representative, to inspect the completed works.
- iii. Program E (Building Permit & Planning Fee Grant Program) - The grant is payable upon completion of the final inspection by the Building Department for any works covered by the building permit fee.
- iv. Program G (Environmental Rehabilitation (Brownfield) Tax Increment Grant) – Grants will be paid over a five-year period with Year 1 of the program being the first full calendar year in which taxes are paid after the project has been completed and re-assessed (e.g. If an eligible property or construction is completed in 2026, Year 1 of the grant schedule would commence in 2027, with the first annual grant to be provided at the end of 2027).

This section addresses the funding levels for the properties that are designated to the North Glengarry Heritage Register and the Tax Increment Grant for properties that undergo environmental rehabilitation (brownfields).

Program A & B

The information regarding the increased levels of funding was brought to the Arts, Culture and Heritage Committee on April 2, 2024. Staff proposes that the funding levels increase as they have noted that heritage properties cost significantly more to rehabilitate / renovate.

Program A - Planning and Design Grant Program

Objective	Intended to offset the professional fees associated with preparing the necessary plans and renderings that will illustrate the extent of the improvements subject to the application (e.g.: dimensions, materials, setbacks, etc.).
Grant Amount	The Township will provide a one-time grant of 50% up to a maximum of \$1,500 toward the cost of preparing architectural and/or site plans for building facade improvements, infill projects, commercial signage, commercial awnings, landscaping improvements and public art. <u>Properties designated on the North Glengarry Heritage Register will be provided a one-time grant of 50% up to a maximum of \$2,000 toward the cost of preparing architectural and/or site plans for building façade</u>

<p>Program Specifics</p>	<p><u>improvements, infill projects, commercial signage, commercial awnings, landscaping improvements and public art.</u></p> <p>The grant is payable in two (2) equal installments, the first upon approval of the final design renderings and the second installment upon completion of the approved works.</p>
<p>Examples of Eligible Costs</p>	<p>Plans and renderings must be prepared by an Architect, Technologist, Urban Designer, Land Surveyor, Engineer or other professional qualified to produce detailed plans.</p> <p>Plans must illustrate the dimensions, materials, setbacks, foundations, implantation, or any other details that are relevant to the project. The ACHC may request additional information or plan revisions, as necessary</p>
<p>Ineligible Costs</p>	<ul style="list-style-type: none"> Professional fees associated with the preparation of architectural renderings or a public art model that clearly illustrate the dimensions, materials, setbacks, foundations, implantation or any other details that are relevant to the project HST

Program B - Building Improvement and Infill Grant Program

<p>Objective</p>	<p>Intended to encourage property owners to implement aesthetic improvements to their building facades by providing financial assistance toward the restoration, renovation and improvement of facades that are visible from the street, in order to augment the attractiveness of the building and stimulate revitalization.</p> <p>The purpose is also to encourage targeted infill projects that aesthetically harmonize with neighbouring buildings and reflect the existing architectural characteristics found along streetscape.</p>
<p>Grant Amount</p>	<p>B1 - The Township will provide a matching grant of 50% up to:</p> <ol style="list-style-type: none"> A maximum of \$5,000 toward the cost of facade improvements to the principal facade that is visible from the street. A maximum of \$2,500 for a secondary facade visible from the street, to a total maximum Building Improvement Grant of \$7,500. A maximum of \$5,000 toward the cost of an infill project. <p><u>B2 - Properties designated on the North Glengarry Heritage Register will be provided a matching grant of 50% up to:</u></p> <ol style="list-style-type: none"> <u>A maximum of \$7,000 toward the cost of facade improvements to the principal facade that is visible from the street.</u>

2. A maximum of \$4,000 for a secondary facade visible from the street, to a total maximum Building Improvement Grant of \$11,000.

Program Specifics

The grant is available to both building owners and tenants, with written consent from the owner; however, no grant can be issued to two separate parties for the same project.

An Owner/Tenant of a property may carry out the proposed work for any portion of a project, however, the Township will not grant funds for labour performed by the Owner/Tenant (e.g. Owner/Tenant performs their own work or is a contractor who contracts their business to perform the labour for any portion of the project).

The project must respect the Design Guidelines in Section 6.0 of this document.

Eligible facades include both the front facade and lateral facades that face a street, or a public park or public gathering space. Rear facade improvement is excluded except in the case where the rear of the property is facing a street, or public park or public gathering space.

The work must be completed within 18 months of the date of the Agreement, or a written request for an extension must be submitted to the ACHC.

The grant is payable upon completion of the works in Program B, as set out in the Agreement and upon submission by the Applicant of proof of payment for the works performed, photographs of the completed work, and a site visit by the ACHC, or their representative, to inspect the completed works.

Examples of Eligible Costs

- Costs associated with materials and third-party labour.
- Repairs and restoration of existing facades and original architectural elements such as facing material, doors, windows, cornices, porches and verandas.
- Painting of original woodwork and non-clay brick.
- Repairs and maintenance of non-authentic architectural elements such as cleaning and re-pointing masonry.
- Infill projects that comprise of an architectural typology found on Main Street.

Ineligible Costs

- HST

Program G

The information regarding the incentivization for property owners to rehabilitate brownfields was brought to the Arts, Culture and Heritage Committee on September 9, 2024. The same information was then shared with the Community Development Committee at the September 25, 2024, meeting. Both committees were in agreement that a Tax Increment Grant would be a positive incentive for property owners that wished to proceed with an environmental rehabilitation.

The proposed Program G is at no risk to the Township. In order to apply, the owner must supply documentation that demonstrates that the property does not meet the standards of the *Ontario Environmental Protection Act* to permit a Record of Site Condition to be filed in the Ontario Ministry of the Environment's Environmental Site Registry.

After the works are completed, the Tax Increment Grant would only be paid once MPAC has determined the increase in municipal assessment due to the approved CIP works.

Program G – Environmental Rehabilitation (Brownfield) Tax Increment Grant

<u>Objective</u>	<p><u>Program G is a property tax increase cancellation for eligible properties as an incentive to environmental rehabilitation.</u></p> <p><u>It leverages the increased assessment and property taxation of properties that qualify as brownfields by assuming a portion of the municipal taxes attributable to the increased property assessment over a five-year period.</u></p> <p><u>It is specific to private sector landowners who are actively seeking redevelopment or re-use of the property which, as of the date of site assessment, does not meet the standards of the <i>Ontario Environmental Protection Act</i> to permit a Record of Site Condition to be filed in the Ontario Ministry of the Environment's Environmental Site Registry (i.e. a contaminated site in need of remediation or risk management to enable an RSC to be acknowledged by the Ontario Ministry of the Environment to permit the intended use of the property). Regulation: Section 365.1 of the <i>Municipal Act, 2001</i> and Ontario Regulation 274/04 (under subsection 365.1 (11) of the <i>Municipal Act, 2001</i>) that is the enabling Legislation for municipalities to apply for the Brownfields Financial Tax Incentive Program (BFTIP)</u></p>
<u>Grant Amount</u>	<p><u>The Township will provide reimbursement of the annual municipal tax increment over the agreed base assessment and property tax liability as per the table below.</u></p>
<u>Program Specifics</u>	<p><u>Only the property owner is eligible for this grant.</u></p> <p><u>This grant is only available where the property and building improvements undertaken were on an identified brownfield and the project was processed through other Community Improvement grant programs results</u></p>

in an increase in the municipal share of the increased taxes (excluding Education Portion) of at least \$200 per year.

Once a grant is approved under this program, the property to which it applies will not be eligible for another grant under the same program.

- This grant is applicable to infill projects.
- Program includes cancellation of tax increase resulting from the environmental remediation and redevelopment of eligible properties.
- Assistance is limited to the increase in property tax over an established “base” tax.
- At all times, total tax assistance is limited to the eligible costs defined in this Plan.

Calculation and terms of the grant:

1. The grant will be provided in accordance with a grant schedule to the registered owner(s) of the property on an annual basis;
2. The grant is calculated based on the increased assessment value after the renovation/construction (as determined by the Municipal Property Assessment Corporation MPAC) at the tax rate that was applicable in the year the renovation/construction was completed; the annual grant is based upon changes in property taxes as a result of construction and improvement. The annual rate is not based upon occupancy or changes in occupancy;
3. The grant represents a percentage of the increase in municipal taxes (excluding the Education Portion) payable as a result of the improvements;
4. The grant will be provided for approved projects on a declining basis over a five-year period as specified below: (Note: Assessment is fixed from Year 1 and the change in assessment is to be determined by MPAC only):

<u>Year of Increased Assessment Value</u>	<u>Grant as a percentage of Year 1 of the Municipal portion on the increased assessment value</u>
<u>Year 1</u>	<u>100%</u>
<u>Year 2</u>	<u>80%</u>
<u>Year 3</u>	<u>60%</u>
<u>Year 4</u>	<u>40%</u>
<u>Year 5</u>	<u>20%</u>
<u>Year 6</u>	<u>0%</u>

5. All property tax installments owing for each year must be fully paid for the entire year prior to the provision of any annual grant amount under this program. If a property tax installment is missed, or payment is late, the Township will have the option, without notice and at its own discretion, to terminate all future grant payments;
6. The Township will not pay an annual grant which exceeds the Township's portion of the property tax collected in any year on the increased assessed value;
7. Tax increases resulting from general re-assessments, changes in tax legislation or increases in the tax rate are not eligible to be considered for the purposes of calculating this grant;
8. If the property is sold, in whole or in part, before the grant period expires, the subsequent owner(s) is not entitled to any future grant payments;
9. The amount of the grants over the life of the program shall not exceed Eligible Costs as per the CIP or the Planning Act, as amended.

The Township may at any time discontinue the grant program, however, any existing participants in the program will continue to receive the grants as determined for their properties until the conclusion of their approved schedule.

Grants will be paid over a five-year period with Year 1 of the program being the first full calendar year in which taxes are paid after the project has been completed and re-assessed (ex: If an eligible building is completed in 2026 and reassessed in 2027, Year 1 of the grant schedule would commence in 2027, with the first annual grant to be provided at the end of 2027).

This grant requires approval from Council.

It is the responsibility of the property owner to:

- supply documentation that indicates that the property does not meet the standards of the *Ontario Environmental Protection Act* to permit a Record of Site Condition to be filed in the Ontario Ministry of the Environment's Environmental Site Registry
- determine with MPAC the increase in municipal assessment due to the approved CIP works.

- N/A

Examples of Eligible Costs

Next Steps

If Council is in agreement with the spirit of the changes the next steps would be to:

- October 15, 2024 – Public consultation starts - Minimum notice period of a 20 days prior to adoption by Council between consultation and approval.
- November 5 to 15, 2024 – Staff to collate comments from the public on the proposed changes.
- December 2, 2024 – ACHC Meeting – Present information from public consultation to Arts, Culture and Heritage Committee.
- December 9, 2024– Council Meeting – Present report recommending changes to Community Improvement Plan and passing By-law. Following approval, another 20-day period is open to allow residents to appeal this decision to the Ontario Land Tribunal.
- January 3, 2025 – Revised Community Improvement Plan is now implemented.

Option A – Recommended – THAT Council accepts the changes to Programs A, B and G and directs staff to proceed with public consultations.

OR

Option B – Not Recommended – THAT Council declines the proposed changes.

FINANCIAL IMPLICATIONS:

Council approves funding for the Community Improvement Plan during its yearly budget. Applications to the plan have decreased over the years. There is a possibility that new projects would arise with the proposed changes for properties designated to the North Glengarry Heritage Register and the rehabilitation and possible development of brownfield properties.

Attachments & Relevant Legislation:

Draft Community Improvement Plan (Attached)

Others Consulted:

Arts, Culture and Heritage Committee
Community Development Committee
Ainsley Hunt – Economic Development Officer

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk



Township of North Glengarry Community Improvement Plan



COMMUNITY • BEAUTIFICATION • PRESERVATION • REVITALIZATION

Prepared by the Township of North Glengarry

Adopted on February 5, 2016

Amended on July 9, 2018

Amended October 26, 2020

Amended October 12, 2021

Amended December XX, 2024

“Our true destiny...is a world built from the bottom up by competent citizens living in solid communities, engaged in and by their places.” - David W. Orr

PREAMBLE

The Township of North Glengarry is pleased to offer an initiative that aims to enhance the appeal of our community by offering property owners within the designated Community Improvement Areas, the opportunity to access funding to improve their buildings through the use of grants and loans made available for restoring and rehabilitating exterior facades, installing new signage, and improving landscaping features.

This Community Improvement Plan is a guide for property owners when considering funding options for their projects. The Plan outlines the eligibility criteria and the general guidelines to consider when undertaking an improvement project.

Applications for this program are available through the Township office, as well as on the Township website. The Arts, Culture and Heritage Committee (ACHC) was appointed by Council to review each application and recommend the awarding of financial incentives to Council. Each grant allocation and repayable loan is subject to Council approval.

ACKNOWLEDGMENTS

We gratefully acknowledge the following individuals and organizations for their contribution and assistance in the development of the North Glengarry Community Improvement Plan. We also wish to acknowledge the countless members of the community who committed their time, historical materials, and other resources during the course of the study and public consultations. Finally, we would like to highlight the contributions of Cecile Baird, Architect and Urban Designer, whose professional expertise and guidance was invaluable to the CIP process.

The Council of North Glengarry would like to recognize the efforts and involvement of community members, former committee members, and stakeholders in the creation and review of the Community Improvement Plan.

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SECTION 1: NORTH GLENGARRY INCENTIVES

1. INTRODUCTION

The Township of North Glengarry is a unique and vibrant community situated in a strategic location between the major urban centres of Montreal and Ottawa, with an unsurpassed quality of life reflected in the rural and small town character and enhanced by a commitment to preserving agricultural and natural resources, historical and cultural heritage and quality municipal services.



Mill Square Park, July 2017

1.1 BACKGROUND

The former and updated *Township of North Glengarry Strategic Plan* was developed by Council, with input from various stakeholders including senior officials, key business people and the general public, with the goal of addressing the various challenges and issues facing the Township, while emphasizing and building upon the strengths and opportunities of the community. Through the proactive engagement of the population, a series of objectives was set forth to establish a vision for North Glengarry based upon its natural environment, its recreational and cultural assets, its historical roots and its enviable proximity to major urban centres.

The implementation plan includes in its priorities, economic development interventions to promote an “Open for Business” corporate culture, while supporting cultural tourism opportunities, the arts, and heritage as methods of stimulating local economic development. The community also identified the need to revitalize the downtown cores, augment visibility, improve communications and address investment readiness.

In winter 2016, Township Council, under the auspices of the Official Plan, approved the implementation of a Community Improvement Plan (CIP) using the knowledge and perceptions not only of professionals, but also of the residents, interested associations, local entrepreneurs and workers, as well as the clientele who frequent the Community Improvement Project Areas. The North Glengarry Community Improvement Plan provides a framework to guide the community improvements within the Township moving forward.

1.2 OFFICIAL PLAN PROVISIONS FOR A COMMUNITY IMPROVEMENT PLAN

Only municipalities with community improvement policies in their Official Plans have the authority under the Ontario *Planning Act* to designate a Community Improvement Project Area (CIPA) and to develop a Community Improvement Plan (CIP). The Official Plan for the United Counties of Stormont, Dundas and Glengarry articulates the provisions for a CIP.

2. COMMUNITY IMPROVEMENT PLAN POLICIES

2.1 OVERVIEW AND PURPOSE

A Community Improvement Plan (CIP) is shaped by local needs and community priorities. It is a flexible, comprehensive and strategic planning tool that allows municipalities to direct funds and to implement physical, social, economic or environmental policy initiatives in a specifically defined project area.

The purpose of a CIP is to create incentive-based programs aimed at physical improvements to a building envelope, and/or signage, and/or visible landscaping features, the preservation and adaptive reuse of buildings of heritage value, and to space conversion projects that permit more mixed-use properties within the designated area while promoting ground-floor commercial occupancy. Though the primary goal of the CIP incentive-based program relates to facade and signage enhancements, Council, within the Community Improvement Project Areas may also acquire land for expanding public space.

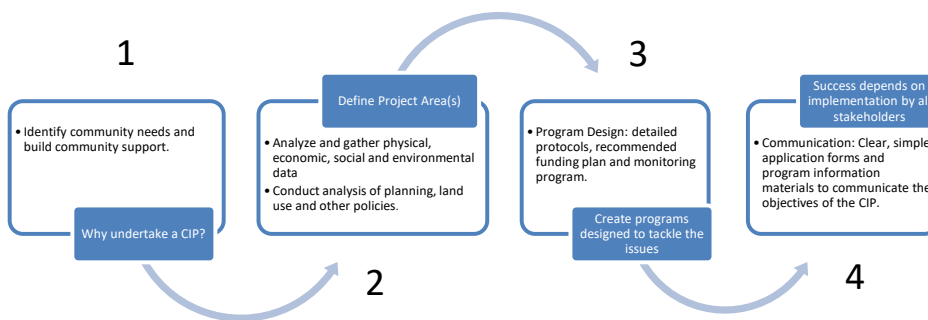


Maxville Main Street, c. 2012



Alexandria Main Street, c. 2015

2.2 THE CIP PROCESS



To ensure the Community Improvement Plan would be endorsed by the largest number of people involved, the Township of North Glengarry conscientiously worked on gathering information from the general public and diverse stakeholders, and on conducting a professional analysis of the varied contextual factors: physical, economic, social, environmental, and policy data.

In February 2015, a working group comprised of local stakeholders from Maxville and Alexandria was formed and meetings were held to develop the basic CIP framework. The scope, phasing and timeframe set forth by the working group were approved in principle by Council at a public meeting held on March 9, 2015, with the adoption of By-Law 65-2015 on December 14, 2015, formally designating the CIP Project Areas. By-Law 65-2015 can be found in Appendix 2.

In March and April 2015, a photographic catalogue of the Maxville and Alexandria Phase I CIP areas was carried-out, in order to have a snapshot in time of the physical characteristics that comprise the two downtowns. In addition, a comprehensive inventory of the architectural features and history of the buildings was undertaken by the Arts, Culture and Heritage Advisory Committee (ACHC) and an appeal to the population was put forth to gather historical photos of both Main Streets.

In May 2015, a qualitative survey was conducted to obtain a diagnostic of the commercial sector from the perspective of the business community. A questionnaire was also put forth to the public at large during the Home & Trade Show in Alexandria and the annual sidewalk sale in Maxville, by means of a short poll on the strengths of Main Street and recommendations for improvements to the area.

On June 23 and 24, 2015, the general population was invited to the *Town Hall: Re-Imagining Main Street* sessions held in Alexandria and in Maxville. During these public consultations more than 120 members of the community were informed of the steps that the Township was undertaking to develop a CIP. Through the use of historic and current photographs, participants were guided through an analysis the downtown environment and discussed the elements which give Main Street its unique charm and flavour. They then broke into working groups to collectively brainstorm how they would re-imagine Main Street of the future. A summary of the Re-Imagining Main Street visioning exercise can be found in Appendix 1.



Following the publication of a Notice of a Public Meeting, town hall consultations were held on February 3 and 4, 2016, and the general population was once again encouraged to participate in

the Community Improvement Plan process by providing their feedback, prior to the adoption of CIP By-Law 05-2016 on February 8, 2016.

The Community Improvement Plan was developed in a transparent, open and inclusive manner with the population remaining engaged and informed throughout the process through the use of communication tools such as the designated Downtown Renewal webpage, Facebook posts, a newsletter inserted with the tax bill, press communiqués and verbal updates at Chamber of Commerce and Council meetings.

Following a year of successful implementation, during the first half of 2017, a comprehensive review of the North Glengarry Community Improvement Plan was carried out by the municipality to determine whether the incentive programs, phasing, CIP areas and the approvals process were best meeting the needs of the community and the applicants, and whether the municipal actions were achieving the goals set forth in the CIP. Consultations with CIP beneficiaries, the business community and citizens were held both formally through Town Hall meetings on September 20th and 21st, 2017 and informally through in-person discussions, telephone conversations and email exchanges. Through the careful monitoring of the Community Improvement Plan and the extensive community outreach, on October 10, 2017, the North Glengarry CIP was amended to enhance the variety of financial incentive programs offered, to better reflect the needs of the population, and to appropriately target the areas in need of revitalization. These amendments were necessary to encourage projects that may otherwise not have been realisable.

In 2018, the CIP was once again amended to include the United Counties of Stormont, Dundas and Glengarry's Regional Incentives Plan which offers incentives that are stackable with the Township's CIP programs.

In the Spring 2020, the Arts, Culture and Heritage Committee performed a review of the results of the CIP, evaluating the returns on each program. Due to COVID-19, the complete review was postponed. As a result, a public consultation was done in the Summer 2021 and a final version of the CIP was brought to Council on October 12, 2021.

2.3 ONGOING POLICY GOALS AND OBJECTIVES

The goal of the Community Improvement Plan (CIP) should be seen as a broader strategy for the economic development and diversification of the Township. The objectives of the CIP include (but are not limited to):

- a) Encouraging private sector investment and the strengthening of the economic base, while providing a balanced opportunity for growth and settlement resulting in the competitiveness of North Glengarry;

- b) Increasing the tax assessment and revenues for the Township;
- c) Creating and retaining employment, shopping, recreation, tourism and living opportunities within the Township's downtown areas;
- d) Creating an attractive image of the Township that reflects, protects and promotes the local history, culture and heritage;
- e) Improving the appeal and condition of buildings and commercial signage;
- f) Re-appropriation of the downtown by the community through high quality pedestrian-friendly initiatives relating to lighting, way-finding signage, public art, landscaping features and street furniture.
- g) Promotion of Mill Pond through improved access to this shoreline from Main Street and Mill Square.
- h) Preservation, beautification and promotion of key public spaces, such as Mill Square and King George Park and their reinforcement as the heart of their respective downtown areas.
- i) Harmonious cohabitation of pedestrians and vehicles, through improvements to pedestrian crosswalks, sidewalks, parking, and a reduction in the nuisances caused by heavy truck traffic.

3. LEGISLATIVE AND POLICY FRAMEWORK

3.1 MUNICIPAL ACT

Section 106 (1) of the Municipal Act (2001) stipulates that:
“ a municipality shall not assist directly or indirectly any manufacturing business or other industrial or commercial enterprise through the granting of bonuses for that purpose.” 2001, c. 25, s.106 (1).

Section 106 (2) of the Municipal Act further stipulates that:

“Without limiting subsection (1), the municipality shall not grant assistance by:

- a) *giving or lending any property of the municipality, including money;*
- b) *guaranteeing borrowing;*
- c) *leasing or selling any property of the municipality at below fair market value;*
- d) *giving a total or partial exemption from any levy, charge or fee.”* 2001, c.25, s.106 (2).

3.2 PLANNING ACT PROVISIONS FOR COMMUNITY IMPROVEMENT PLANS

Section 28 of the Ontario Planning Act (1990), allows municipalities with provisions in their official plans relating to community improvement to designate by by-law a *“community improvement project area”* and prepare and adopt a *“community improvement plan”* for the community improvement project area.

In accordance with Section 28 of the Planning Act, once a community improvement plan (CIP) has come into effect, a municipality may:

- I. Section 28 (3):
 - (a) acquire land within the community improvement project area;
 - (b) hold land acquired before or after the passing of the by-law within the community improvement project area; and

Definitions under Section 28(1) of the Ontario Planning Act

“Community Improvement” means the planning or replanning, design or redesign, resubdivision, clearance, development or redevelopment, construction, reconstruction and rehabilitation, improvement or energy efficiency, or any of them, of a community improvement project area, and the provision of such residential, commercial, industrial, public, recreational, institutional, religious, charitable or other uses, buildings, structures, works, improvements or facilities, or spaces therefore, as may be appropriate or necessary; (“ameliorations communautaires”)

“Community Improvement Plan” means a plan for the community improvement of a community improvement project area; (“plan d’améliorations communautaires”)

“Community Improvement Project Area” means a municipality or an area within a municipality, the community improvement of which in the opinion of the council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason. (“zone d’améliorations communautaires”)

R.S.O. 1990, c. P.13, s. 28 (1); 2001, c. 17, s. 7 (1, 2); 2006, c.23, s. 14 (1)

(c) clear, grade or otherwise prepare the land for community improvement. R.S.O. 1990, c. P.13, s. 28 (3); 2001, c. 17, s. 7 (3); 2015, c. 26, s. 25.

II. Section 28 (6):

(a) construct, repair, rehabilitate or improve buildings on land acquired or held by it in the community improvement project area in conformity with the community improvement plan, and sell, lease or otherwise dispose of any such buildings and the land appurtenant thereto;

(b) sell, lease or otherwise dispose of any land acquired or held by it in the community improvement project area to any person or governmental authority for use in conformity with the community improvement plan. R.S.O. 1990, c. P.13, s. 28 (6); 2001, c. 17, s. 7 (6).

III. Section 28 (7): For the purpose of carrying out a municipality's community improvement plan that has come into effect, the municipality may make grants or loans, in conformity with the community improvement plan, to registered owners, assessed owners and tenants of lands and buildings within the community improvement project area, and to any person to whom such an owner or tenant has assigned the right to receive a grant or loan, to pay for the whole or any part of the eligible costs of the community improvement plan. 2006, c. 23, s. 14 (8).

Section 28 (7.1) of the Planning Act stipulates that:

"For the purposes of subsection (7), the eligible costs of a community improvement plan may include costs related to environmental site assessment, environmental remediation, development, redevelopment, construction and reconstruction of lands and buildings for rehabilitation purposes or for the provision of energy efficient uses, buildings, structures, works, improvements or facilities. 2006, c. 23, s. 14 (8)."

Section 28 (7.3) of the Planning Act stipulates that:

"The total of the grants and loans made in respect of particular lands and buildings under subsections (7) and (7.2) and the tax assistance as defined in section 365.1 of the Municipal Act, 2001 or section 333 of the City of Toronto Act, 2006, as the case may be, that is provided in respect of the lands and buildings shall not exceed the eligible cost of the community improvement plan with respect to those lands and buildings. 2006, c. 23, s. 14 (8); 2006, c. 32, Sched. C, s. 48 (3)."

3.3 PROVINCIAL POLICY STATEMENT (PPS), 2020

Provincial Policy Statements (PPS) are issued by the Government of Ontario under the Planning Act to provide direction on matters of provincial interest as they relate to planning and development. The latest PPS was issued in 2020 and sets out the government's land use vision for building strong and healthy communities through the three lenses of sustainability: economy, environment and society.

Section 1.1.1 supports the development and maintenance of healthy, liveable and safe communities by:

- a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
- b) accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;
- c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;
- d) avoiding development and land use patterns that would prevent the efficient expansion of settlement areas in those areas which are adjacent or close to settlement areas;
- e) promoting the integration of land use planning, growth management, transit-supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to minimize land consumption and servicing costs;
- f) improving accessibility for persons with disabilities and older persons by addressing land use barriers which restrict their full participation in society;
- g) ensuring that necessary infrastructure and public service facilities are or will be available to meet current and projected needs;
- h) promoting development and land use patterns that conserve biodiversity; and i) preparing for the regional and local impacts of a changing climate.

Specifically as it relates to community development in Settlement Areas, Section 1.1.3 states that:

“Planning authorities shall establish and implement minimum targets for intensification and redevelopment within built-up areas, based on local conditions. However, where provincial targets are established through provincial plans, the

provincial target shall represent the minimum target for affected areas. (Provincial Policy Statement 1.1.3.5).”

Section 1.5.1 stipulates that healthy, active communities should be promoted by:

“a) planning public streets, spaces and facilities to be safe, meet the needs of pedestrians, foster social interaction and facilitate active transportation and community connectivity;

c) providing opportunities for public access to shorelines.”

Section 1.7.1 of the PPS further supports the goals of this CIP whereby long-term economic prosperity should be supported by:

d) maintaining and, where possible, enhancing the vitality and viability of downtowns and mainstreets;

e) encouraging a sense of place, by promoting well-designed built form and cultural planning, and by conserving features that help define character, including built heritage resources and cultural heritage landscapes;

f) promoting the redevelopment of brownfield sites;

3.4 UNITED COUNTIES OF STORMONT, DUNDAS AND GLENGARRY OFFICIAL PLAN

The Official Plan for the United Counties of Stormont, Dundas and Glengarry contains policies that allow the municipality to engage in the development of a Community Improvement Plan.

The following excerpts from the Official Plan relate to Community Improvement:

Beginning of excerpts - 8.12.5. - Community Improvement – Section 28

1. A Local municipality may, subject to the provisions of the Planning Act, carry out physical improvements within the community. In establishing a Community Improvement Area, consideration shall be given to the following matters:
 - a. The extent or deficiencies in public services, public service facilities or infrastructure;
 - b. Building stock, including municipal buildings, which do not meet a Local Municipality’s Property Standards By-law;
 - c. The presence of vacant buildings/lands that could be developed, redeveloped or converted to another use;
 - d. The opportunity to expand the supply of housing;
 - e. The need to improve the streetscape or aesthetics of an area;
 - f. The presence of incompatible land uses; and
 - g. The presence of older industrial lands (e.g. brownfields) that exhibit deficiencies but provide opportunities for **redevelopment**.

2. All Settlement Areas including areas immediately adjacent shall be considered Community Improvement Areas. Outside of Urban Settlement Areas and Rural Settlement Areas, all existing industrial, commercial, institutional sites, extractive resource operations, salvage yards, public service facilities, waste disposal sites and County Road frontages shall be considered Community Improvement Areas. Additional Community Improvement Areas may be designated on the Land Use Schedules by amendment to this Plan. All Community Improvement Areas shall be eligible for the establishment of one or more Community Improvement Project Areas.

A Local municipality may implement measures for community improvement including, but not limited to:

- a. The designation of Community Improvement Project Areas by By-law and the preparation of Community Improvement Plans for one or more project areas.
- b. Scheduling community improvement projects in accordance with municipal budgets.
- c. Enforcement of the Property Standards By-law.
- d. Utilizing senior government funding programs and/or partnering or soliciting financial support or contributions in kind from the public or private sector.
- e. Supporting, through the development of land use and design criteria, proposals for conversion, infill, redevelopment or intensification of land or buildings.
- f. Pursuant to Section 28 (3) of the Planning Act, a Local municipality may acquire and clear land for the purposes of implementing a program of community improvement.
- g. Preparing appropriate policies and guidelines to direct streetscape improvements in residential, commercial and industrial areas.
- h. Providing and encouraging buffering techniques to reduce the impact of incompatible land uses using mechanisms such as site plan control and development permits.
- i. Considering the use of property tax or other financial incentives for the redevelopment of 'Brownfield', older industrial areas, commercial areas, or other areas considered suitable for redevelopment.
- j. Supporting Municipal Heritage Committee and heritage conservation initiatives as set out in the heritage policies of this Plan.
- k. Providing grants or loans to the registered owners or assessed owners of lands and buildings within a community improvement project area to pay for the whole or any part of the cost of rehabilitating such lands, or in undertaking other measures which conform to the community improvement plan.
- l. To reduce flooding in hazard or flood prone lands by encouraging the conservation authorities to develop and identify a two-zone concept for flood plain management in areas of historical development.

Also in 6.3.5 related to brownfield development:

Local Municipalities are encouraged and may provide for the reuse or redevelopment of brownfield sites by using any of a variety of tools including:

The preparation of community improvement plans under Section 28 of the Planning Act of which a component may be a program to issue grants or loans for rehabilitation;

End of excerpts

4 COMMUNITY IMPROVEMENT AREAS

Pursuant to Section 28 (2) of the *Planning Act*, R.S.O. 1999, as amended, By-Law 65-2015 was adopted by Council on December 14, 2015, amended on October 10, 2017, further amended on August 8, 2018 through By-law 39-2018, and again on October 22, 2020 through By-law 41-2020 designating the Community Improvement Project Areas described below (See Appendices 2 and 3).

4.1 PHASE I: URBAN VILLAGE AREAS (YEARS 2015 - 2017)

Goal: To create and preserve a traditional “main street” where people can stroll, relax, participate in various activities and shop in a charming and secure atmosphere that is highlighted through its architecture and physical setting;

a) Alexandria

The Community Improvement Area for the downtown of Alexandria is situated along the main North-South corridor of SDG Highway 34 / Main Street, between Lochiel and St. George Streets, including the area of Mill Square.

Desired Role

A multi-functional street integrated into an important ground transportation network, Alexandria Main Street offers a wide array of products and professional services to North Glengarry residents, regional consumers and visitors while accentuating the importance of arts and culture.

Desired Image

Administrative and commercial centre, gateway and window to the township of North Glengarry, Alexandria Main Street presents itself as a grand commercial street that is diverse, attractive, clean and secure and inviting to both motorists and pedestrians with its public amenities, its dynamic appearance and its high quality signage.

b) Maxville Village

The Community Improvement Area for the Village of Maxville is situated along the main North-South corridor of County Road 20/Main Street, between County Road 22 and Grant Avenue.

Desired Role

A pleasant and friendly street in the heart of a quaint and vibrant neighbourhood offering a collection of specialized products and services to satisfy foremost the needs of Maxville’s residents, as well as its visitors, and where one finds a variety of leisure activities and events that characterize the neighbourhood and its Celtic roots.

Desired Image

A traditional Main Street where people can stroll, relax, enjoy a variety of activities and leisure pursuits and shop in a charming village atmosphere that is highlighted through its physical setting, its architecture and its history.

4.2 PHASE II: RURAL HAMLETS (YEAR 2018)

Goal: To sustain and embellish the properties that house, serve and employ the local rural population while preserving the built heritage of these settlement areas.

- Properties situated in the rural hamlets of Dalkeith, Glen Robertson, Dunvegan, Apple Hill, Glen Sandfield, Dominionville, Lochiel and Greenfield as designated under the Community Improvement Plan Project Areas for each hamlet.

4.3 PHASE III: COMMERCIAL FRINGE AREAS, INDUSTRIAL ZONES, AND IDENTIFIED BUILDINGS ~~OF SIGNIFICANT HERITAGE INTERES DESIGNATED TO THE NORTH GLENGARRY HERITAGE REGISTER~~ (YEARS 2019 - ~~ONWARDS~~2026)

Goal: To beautify the commercial fringe areas that service the Township, to encourage the physical enhancement of the industrial park, and to preserve and restore residential and non-residential buildings that have been ~~identified-indesignated to~~ the North Glengarry Heritage Register as being of important heritage significance to the region.

- All non-residential buildings, as well as buildings that have been ~~identified-on-designated to~~ the North Glengarry Heritage Register as being of significant heritage interest. Priority will always be given to projects located in the Phase I and II zones, followed by commercial establishments. Applications from residential, institutional, industrial and agricultural establishments will be considered for funding as resources permit.

5 INCENTIVE PROGRAMS

The following Financial Incentive Programs are intended to promote and support the goals of the CIP and encourage long-term private sector actions to enhance and rehabilitate properties and stimulate development. Any property owner seeking to access the incentive measures may only do so contingent on meeting the necessary eligibility requirements under each program, as well as the general eligibility requirements indicated in Section 5.1 below.

An application for any financial incentive program contained within the CIP must include plans, estimates, contracts, reports and other details as required by the Township to satisfy the ACHC and Council.

Financial Incentive Program

- A. Planning and Design Grant Program
- B. Building Improvement and Infill Grant Program
- C. Commercial Signage, Civic Address Signage and Commercial Awning Grant Program
- D. Landscaping and Public Art Grant Program
- E. Building Permit and Planning Fee Grant Program
- F. Municipal Loan Program
- F-G. [Environmental Rehabilitation \(Brownfield\) Tax Increment Grant](#)

5.1 GENERAL PROGRAM REQUIREMENTS AND ELIGIBILITY

All of the financial incentive programs contained within this Community Improvement Plan are subject to general program requirements, as well as to the individual requirements of each selected program.

The following general conditions guide the administrative implementation of the CIP:

To qualify for the CIP Financial Incentive Program, the project must be situated in one of the CIP areas identified in Section 4.0 above, and must meet a specific set of eligibility criteria, including, but not limited to:

- a) All proposed projects must result in some level of visible improvement or rehabilitation over the existing conditions and not simply represent a life cycle replacement.

- b) An application for the CIP Financial Incentive Program (grant and/or loan) must be consistent with the Official Plan and the goals and objectives of the Community Improvement Plan.
- c) Conformity with Municipal by-laws and Provincial regulations, as well as any other applicable law or regulation identified by the Township of North Glengarry.
- d) Properties under application must be in good standing with respect to the payment of property taxes, water and sewer, or any other municipal accounts receivable and must remain in good standing throughout the duration of the work.
- e) All outstanding property standards orders and/or building permits must be completed to the satisfaction of the Chief Building Officer.
- f) Applications received for properties in each CIP area shall be prioritized for funding, in part, according to the CIP areas – Phase I, followed by Phase II and subsequently Phase III.
- g) In the Phase I and Phase II CIP areas, commercial and residential applications **will be considered equally**. Within the Phase III CIP areas, applications for commercial establishments will take precedence and will be followed by residential, institutional, industrial, and by agricultural establishments as resources permit.
- h) Where grant amounts requested exceed the Township’s available budget for a given year, the Applicant may proceed with the CIP request with final approval conditional to the adoption of the municipal budget. Alternately, applicants may opt to defer the grant application to a subsequent year when funds are available.
- i) The Applicant is required to enter into an Agreement with the Township of North Glengarry that specifies the terms of the grant and/or loan.
- j) With the exception of the Planning and Design Grant Program described in Section 5.2 below, applications for any financial incentive program contained with the CIP must be submitted to, and approved by the Township of North Glengarry prior to the commencement of any works to which the financial incentive program will apply and prior to the application for a building permit. **Works completed prior to approval by the Township are not eligible.**
- k) Funding requests are calculated on quotes received excluding the HST.

- l) Costs in excess of the Agreement are the responsibility of the Owner/Applicant.
- m) Successful Applicants/properties may not reapply for the same grant/loan if they have achieved the maximum allowable grant/loan. Unsuccessful applicants may re-apply.
- n) Applicants must be building owners or tenants of the buildings within the designated CIP areas.
 - i. Applicants for the following CIP-Grant Programs: Program A - Planning and Design Grant Program, Program B - Building Improvement and Infill Grant Program, Program C - Commercial Signage, Civic Address Signage and Commercial Awning Grant Program, Program D - Landscaping and Public Art Grant Program and Program E - Building Permit and Planning Fee Grant Program –may be Tenants of a property with written authorization from the Owner.
 - ii. Applicants for ~~the~~ Program F - CIP Municipal Loan Program must be the Owner of the property.
 - ~~iii.~~ Applicants for the Program G - Environmental Rehabilitation (Brownfield) Tax Increment Grant must be the Owner of the property.
- o) If the Applicant is not the Owner of the property, the Applicant must provide written consent from the Owner of the property authorizing the Applicant to apply to the CIP Financial Incentive Program.
- p) Applications will be received on an ongoing basis subject to the availability of funds, as approved by Council. The ACHC will meet on a regular basis to review the applications received, with their recommendations submitted to Council during a public meeting for a final decision.
- q) Eligible Applicants can apply for one or more of the incentive programs contained within this CIP; however, the total value of all grants and loans offered under the CIP Financial Incentive Program cannot exceed the value of the work completed.
- r) Stacking of grants is allowed. Funding provided through the CIP may be used in combination with other private, Provincial or Federal funding, provided the total value of all grants received does not exceed the total value of the work.
- s) Applicants may apply for both the grant and the loan programs; however, the loan program is only applicable to projects that include the Financial Incentive Program B (facade improvements or infill projects).

- t) An Owner/Tenant of a property may carry out the proposed work for any portion of a project, however, the Township will not grant funds for labour performed by the Owner/Tenant (e.g. Owner/Tenant performs their own work or is a contractor who contracts their business to perform the labour for any portion of the project).
- u) Grant payments for the Financial Incentive Programs will be allocated upon completion of the Program works, final inspection and approval and/or issuance of any required certificates, all to the satisfaction of the Township and as follows:
 - i. Program A (Planning & Design Grant) - The grant is payable in two (2) equal installments, the first upon approval of the final design renderings and the second installment upon completion of the approved works.
 - ii. Program B (Building Improvement and Infill Grant Program), Program C (Commercial Signage, Civic Address Signage and Commercial Awning Grant Program), Program D (Landscaping and Public Art Grant Program) - The grant is payable upon completion of the works in each Program Phase, as set out in the Agreement and upon submission by the Applicant of proof of payment for the works performed, photographs of the completed work, and a site visit by the ACHC or their representative, to inspect the completed works.
 - iii. Program E (Building Permit & Planning Fee Grant Program) - The grant is payable upon completion of the final inspection by the Building Department for any works covered by the building permit fee.
 - iv. Program G (Environmental Rehabilitation (Brownfield) Tax Increment Grant) – Grants will be paid over a five-year period with Year 1 of the program being the first full calendar year in which taxes are paid after the project has been completed and re-assessed (e.g. If an eligible property or construction is completed in 2026, Year 1 of the grant schedule would commence in 2027, with the first annual grant to be provided at the end of 2027).

All grants require the approval of Council.

- v) For programs involving the granting back of fees, any municipal fees or taxes must be paid in full, and the eligible amount will be granted back to the applicant.
- w) The approval of a CIP Building Improvement & Infill Grant will expire if work is not completed within 18 months from the execution of the agreement between the Applicant and the Township of North Glengarry. Any request for an extension beyond this time period must be made in writing and is subject to the approval of the ACHC.

- x) If the Applicant is in default of any of the general or program specific requirements, or any other requirements of the Township of North Glengarry, the Township may delay, reduce or cancel the approved grant/loan and require repayment of the approved grant/loan.
- y) Grants are not to be a part of any third party agreement (e.g. between the owner/operator and subcontractor).
- z) Approved grants are allocated to a specific property and are not transferable to any other property; however, grants may be transferred to a new Owner/Tenant of an approved property by submitting a written request that is subject to approval by the Township of North Glengarry.
- aa) As the CIP progresses through its implementation, funding allowances may be changed from time to time. Once approved, funding allowances will **NOT** be retroactive.
- bb) The Township of North Glengarry reserves the right to discontinue any of the programs contained in this CIP at any time, but applicants with approved grants/loans will still receive said grant/loan, subject to meeting the general and program specific requirements.
- cc) Photographs of the properties/buildings that receive a grant and/or loan may be used by the Township of North Glengarry for the purposes of monitoring and marketing the CIP and/or the municipality.

5.2 OVERVIEW OF FINANCIAL INCENTIVE PROGRAM

Program A - Planning and Design Grant Program

Objective	Intended to offset the professional fees associated with preparing the necessary plans and renderings that will illustrate the extent of the improvements subject to the application (e.g.: dimensions, materials, setbacks, etc.).
Grant Amount	<p>A1 - The Township will provide a one-time grant of 50% up to a maximum of \$1,500 toward the cost of preparing architectural and/or site plans for building facade improvements, infill projects, commercial signage, commercial awnings, landscaping improvements and public art.</p> <p>A2 - <u>Properties designated on the North Glengarry Heritage Register will be provided a one-time grant of 50% up to a maximum of \$2,000 toward the cost of preparing architectural and/or site plans for building facade improvements, infill projects, commercial signage, commercial awnings, landscaping improvements and public art.</u></p>
Program Specifics	<p>The grant is payable in two (2) equal installments, the first upon approval of the final design renderings and the second installment upon completion of the approved works.</p> <p>Plans and renderings must be prepared by an Architect, Technologist, Urban Designer, Land Surveyor, Engineer or other professional qualified to produce detailed plans.</p> <p>Plans must illustrate the dimensions, materials, setbacks, foundations, implantation, or any other details that are relevant to the project. The ACHC may request additional information or plan revisions, as necessary</p>
Examples of Eligible Costs	<ul style="list-style-type: none"> Professional fees associated with the preparation of architectural renderings or a public art model that clearly illustrate the dimensions, materials, setbacks, foundations, implantation or any other details that are relevant to the project
Ineligible Costs	<ul style="list-style-type: none"> HST

Program B - Building Improvement and Infill Grant Program

Objective	<p>Intended to encourage property owners to implement aesthetic improvements to their building facades by providing financial assistance toward the restoration, renovation and improvement of facades that are visible from the street, in order to augment the attractiveness of the building and stimulate revitalization.</p> <p>The purpose is also to encourage targeted infill projects that aesthetically harmonize with neighbouring buildings and reflect the existing architectural characteristics found along streetscape.</p>
Grant Amount	<p>B1 – The Township will provide a matching grant of 50% up to:</p> <ol style="list-style-type: none">1. A maximum of \$5,000 toward the cost of facade improvements to the principal facade that is visible from the street.2. A maximum of \$2,500 for a secondary facade visible from the street, to a total maximum Building Improvement Grant of \$7,500.3. A maximum of \$5,000 toward the cost of an infill project. <p>B2 – <u>For properties designated on the North Glengarry Heritage Register, the Township will provide a matching grant of 50% up to:</u></p> <ol style="list-style-type: none"><u>1. A maximum of \$7,000 toward the cost of facade improvements to the principal facade that is visible from the street.</u><u>2. A maximum of \$4,000 for a secondary facade visible from the street, to a total maximum Building Improvement Grant of \$11,000.</u>
Program Specifics	<p>The grant is available to both building owners and tenants, with written consent from the owner; however, no grant can be issued to two separate parties for the same project.</p> <p>An Owner/Tenant of a property may carry out the proposed work for any portion of a project, however, the Township will not grant funds for labour performed by the Owner/Tenant (e.g. Owner/Tenant performs their own work or is a contractor who contracts their business to perform the labour for any portion of the project).</p> <p>The project must respect the Design Guidelines in Section 6.0 of this document.</p>

Eligible facades include both the front facade and lateral facades that face a street, or a public park or public gathering space. Rear facade improvement is excluded except in the case where the rear of the property is facing a street, or public park or public gathering space.

The work must be completed within 18 months of the date of the Agreement, or a written request for an extension must be submitted to the ACHC.

The grant is payable upon completion of the works in Program B, as set out in the Agreement and upon submission by the Applicant of proof of payment for the works performed, photographs of the completed work, and a site visit by the ACHC, or their representative, to inspect the completed works.

Examples of Eligible Costs

- Costs associated with materials and third-party labour.
- Repairs and restoration of existing facades and original architectural elements such as facing material, doors, windows, cornices, porches and verandas.
- Painting of original woodwork and non-clay brick.
- Repairs and maintenance of non-authentic architectural elements such as cleaning and re-pointing masonry.
- Infill projects that comprise of an architectural typology found on Main Street.

Ineligible Costs

- HST

Program C - Commercial Signage, Civic Address Signage and Commercial Awning Grant Program

<p>Objective</p>	<p>Intended to assist Applicants with the replacement and updating of existing signage, and to encourage the replacement or addition of awnings, with or without commercial lettering. Commercial signage must be representative of the business' activities.</p> <p>The purpose is also to improve the visibility of civic number signs, in order to encourage a consistent aesthetic that reflects the desired image and ensures public safety.</p>
<p>Grant Amount</p>	<p>C1 - Signage With a minimum eligible project cost of \$750, the Township will provide a matching grant of 50%, up to a maximum of \$2,000, for the following projects:</p> <ul style="list-style-type: none"> • Removal of inappropriate, older or obsolete signs • Installation of commercial signs in conformity with the design guidelines • Lighting improvement associated with the signage <p>C2 - Commercial awning The Township will provide a matching grant of 50% up to a maximum of \$2,500 for the installation of a commercial awning in conformity with the design guidelines.</p> <p>C3 - Civic Address The Township will provide a maximum of two (2) Civic Address plaques selected among the four (4) pre-approved designs as per Appendix 4. Notwithstanding, the property owner may purchase additional civic address signs at their own expense.</p>
<p>Program Specifics</p>	<p>The grant is available to both building owners and tenants, with written consent of the owner; however, no grant can be issued to two separate parties for the same project.</p> <p>The project must respect the Design Guidelines stipulated in Section 6.0 below.</p> <p>The extent of the grant will be outlined in the Agreement between the Township of North Glengarry and the Applicant.</p> <p>Where applicable, projects may be subject to an encroachment permit from the Township.</p>

An Owner/Tenant of a property may carry out the proposed work for any portion of a project, however, the Township will not grant funds for labour performed by the Owner/Tenant (e.g. Owner/Tenant performs their own work or is a contractor who contracts their business to perform the labour for any portion of the project).

The grant is available initially as a onetime grant for a property; however a grant may be provided for a subsequent replacement sign by a new owner/tenant, at 50% up to a maximum of \$1000.

- a) Works must be completed within six (6) months of the approved Agreement. Any request for an extension beyond six (6) months must be made in writing and is subject to the approval of the ACHC; unless
- b) Works approved under this Program are performed in conjunction with works approved under the Building Improvement and Infill Grant Program then works must be completed within 18 months of the date of the Agreement, or a written request for an extension must be submitted to the ACHC.

The grant is payable upon completion of the works in Program C, as set out in the Agreement and upon submission by the Applicant of proof of payment for the works performed, photographs of the completed work, and a site visit by the ACHC, or their representative, to inspect the completed works.

Examples of Eligible Costs

- Costs associated with the production and installation of signage.
- The installation of decorative goose neck or sconce lighting.
- The removal of abandoned or obsolete signs.

Ineligible Costs

- HST

Program D - Landscaping and Public Art Grant Program

<p>Objective</p>	<p>Landscaping - Intended to provide assistance for the upgrading of the property, including green, infiltrative parking areas (no asphalt, concrete or similar type products), planting of trees visible from the street and other landscaping features between the building facade and municipal property with a goal to improving aesthetics. This program is also intended for the beautification of vacant storefront windows.</p> <p>Public Art - The purpose is also to promote North Glengarry as a destination for arts and culture by encouraging the installation of visible public art (exterior public art such as Blue Plaques, historical or representative murals) on interior public art such as stained-glass windows visible from the municipal or public property) on private property in order to embellish and animate the streetscape. The addition of visible, public artwork to a property must promote local culture and heritage.</p>
<p>Grant Amount</p>	<p>A grant of 50% up to a maximum of \$2,000 is available for the following:</p> <ol style="list-style-type: none"> 1. Improving the landscaping between the private property and the municipal infrastructure. 2. Improving and greening the parking areas visible from the street. <p>A grant of 50% up to a maximum of \$1,000 is available for the installation of public art or window displays in vacant storefronts visible from the street.</p> <p>A grant of 100% up to a maximum of \$1,000 is available for the installation of a Blue Plaque that meets the requirement of that program. Blue Plaques are funded through the Township's budgetary process at the discretion of Council.</p>
<p>Program Specifics</p>	<p>The grant is available to both property owners and tenants, with written consent from the owner.</p> <p>Repaving of private parking areas is subject to the submission of a landscaping plan that provides for the addition of a low-lying hedge surrounding the parking area and/or the addition of landscaped and treed medians.</p> <p>Public art projects shall be non-commercial and non-political in content, and are subject to a legal agreement with the Township, or subject to the conditions of the Blue Plaque Program, or historical plaque program. The addition of visible, public artwork to a property must promote local culture and heritage.</p>

For exterior public art, works must be completed within 12 months of the approved Agreement, or a written request for an extension must be submitted to the ACHC.

For window displays in vacant storefronts visible from the street, works must be completed within six (6) months of the signed Agreement, or a written request for an extension must be submitted to the ACHC.

The grant is payable upon completion of the works in Program D, as set out in the Agreement and upon submission by the Applicant of proof of payment for the works performed, photographs of the completed work, and a site visit by the CIP ACHC, or their representative, to inspect the completed works.

Examples of Eligible Costs

- Costs associated with material and labour.
- Creation of approved sidewalk terraces, excluding furnishings.
- Hard landscape improvements such as flower boxes.
- Tree or hedge planting within specific parameters (species, planting specifications).
- The addition of greenery to parking lots.
- Stained glass windows which should be an accompaniment to Program B.
- Painting of an outdoor public mural, subject to municipal approval.

Ineligible Costs

- HST

Program E - Building Permit & Planning Fee Grant Program

Objective	Intended to offset the costs associated with the applicable building permit and planning fees for minor variances relating to encroachments into the front and secondary-front setbacks only.
Grant Amount	The Township will provide a grant equal to 100% of the eligible building permit fees to a maximum of \$750.
Program Specifics	<p>The Township will provide a grant equal to 100% of the minor variance fee as approved under the Township’s User Fees and Charges By-law for an encroachment into a front or secondary front setback.</p> <p>A property owner or a tenant, with written consent from the owner, is eligible for this program.</p> <p>This grant applies only to fees that are related to projects approved in other grant programs within this Community Improvement Plan.</p> <p>This is a one-time grant to the applicant and represents an amount equivalent to the fees outlined in the Tariff and Fees By-law of the Township of North Glengarry.</p> <p>All fees are to be paid at the time of application for approvals, with the grant payable upon completion of the final inspection by the Building Department for any works covered by the building permit fee</p> <p>This grant is transferable to a new owner/tenant, provided the new owner/tenant enters into an agreement with the Township.</p>
Examples of Eligible Costs	<ul style="list-style-type: none"> • Building permit fees for eligible works. • Minor variance fees for the encroachment of a porch into the front setback.
Ineligible Costs	<ul style="list-style-type: none"> • HST

Program F - CIP Municipal Loan Program

Objective	Intended to provide an interest-free loan to property owners to help finance the restoration, repair or renovation of the facade of a building that faces a street, park or public gathering space, or the construction of an infill project.
Grant Amount	The Township will provide an interest-free loan up to a maximum of \$10,000 (minimum loan of \$2,000), amortized in equal payments over a five-year period subject to the review and recommendation of the ACHC.
Program Specifics	<p>Only the Owner of a property may apply for the CIP Municipal Loan Program.</p> <p>This loan applies only to eligible projects that are receiving grant funding under Grant Program B (Building Improvement and Infill Grant Programs). The work must be completed within 18 months of the date of the Agreement, or a written request for an extension must be submitted to the ACHC.</p> <p>An Owner of a property may conduct the proposed work themselves, however, the Township will not grant funding for labour by the Owner. Applications will be accepted as per Section 7.2, however, the availability of loans cannot be guaranteed.</p> <p>Where the property is sold, or interest in the property is transferred to another entity within the 5-year interest-free loan repayment period, the remaining principal of the loan is immediately repayable to the Township based on the approved loan repayment agreement signed by both the Township and the Applicant.</p> <p>This program requires approval from Council.</p>
Examples of Eligible Costs	<ul style="list-style-type: none"> • Costs associated with materials and labour. • Repairs and restoration of existing facades and original architectural elements such as facing material, doors, windows, cornices, porches and verandas. • Infill projects that are comprised of an architectural typology found on Main Street.

Program G – Environmental Rehabilitation (Brownfield) Tax Increment Grant

<u>Objective</u>	<p><u>Program G is a property tax increase cancellation for eligible properties as an incentive to environmental rehabilitation.</u></p> <p><u>It leverages the increased assessment and property taxation of properties that qualify as brownfields by assuming a portion of the municipal taxes attributable to the increased property assessment over a five-year period.</u></p> <p><u>It is specific to private sector landowners who are actively seeking redevelopment or re-use of the property which, as of the date of site assessment, does not meet the standards of the <i>Ontario Environmental Protection Act</i> to permit a Record of Site Condition to be filed in the Ontario Ministry of the Environment’s Environmental Site Registry (i.e. a contaminated site in need of remediation or risk management to enable an RSC to be acknowledged by the Ontario Ministry of the Environment to permit the intended use of the property). Regulation: Section 365.1 of the Municipal Act, 2001 and Ontario Regulation 274/04 (under subsection 365.1 (11) of the Municipal Act, 2001) that is the enabling Legislation for municipalities to apply for the Brownfields Financial Tax Incentive Program (BFTIP).</u></p>
<u>Grant Amount</u>	<p><u>The Township will provide reimbursement of the annual municipal tax increment over the agreed base assessment and property tax liability as per the table below.</u></p>
<u>Program Specifics</u>	<p><u>Only the property owner is eligible for this grant.</u></p> <p><u>This grant is only available where the property and building improvements undertaken were on an identified brownfield and the project was processed through other Community Improvement grant programs results in an increase in the municipal share of the increased taxes (excluding Education Portion) of at least \$200 per year.</u></p> <p><u>Once a grant is approved under this program, the property to which it applies will not be eligible for another grant under the same program.</u></p> <ul style="list-style-type: none"><u>• This grant is applicable to infill projects.</u><u>• Program includes cancellation of tax increase resulting from the environmental remediation and redevelopment of eligible properties.</u><u>• Assistance is limited to the increase in property tax over an established “base” tax.</u><u>• At all times, total tax assistance is limited to the eligible costs defined in this Plan.</u>

Calculation and terms of the grant:

1. The grant will be provided in accordance with a grant schedule to the registered owner(s) of the property on an annual basis;
2. The grant is calculated based on the increased assessment value after the renovation/construction (as determined by the Municipal Property Assessment Corporation MPAC) at the tax rate that was applicable in the year the renovation/construction was completed; the annual grant is based upon changes in property taxes as a result of construction and improvement. The annual rate is not based upon occupancy or changes in occupancy;
3. The grant represents a percentage of the increase in municipal taxes (excluding the Education Portion) payable as a result of the improvements;
4. The grant will be provided for approved projects on a declining basis over a five-year period as specified below: (Note: Assessment is fixed from Year 1 and the change in assessment is to be determined by MPAC only):

<u>Year of Increased Assessment Value</u>	<u>Grant as a percentage of Year 1 of the Municipal portion on the increased assessment value</u>
<u>Year 1</u>	<u>100%</u>
<u>Year 2</u>	<u>80%</u>
<u>Year 3</u>	<u>60%</u>
<u>Year 4</u>	<u>40%</u>
<u>Year 5</u>	<u>20%</u>
<u>Year 6</u>	<u>0%</u>

5. All property tax installments owing for each year must be fully paid for the entire year prior to the provision of any annual grant amount under this program. If a property tax installment is missed, or payment is late, the Township will have the option, without notice and at its own discretion, to terminate all future grant payments;
6. The Township will not pay an annual grant which exceeds the Township's portion of the property tax collected in any year on the increased assessed value;

7. Tax increases resulting from general re-assessments, changes in tax legislation or increases in the tax rate are not eligible to be considered for the purposes of calculating this grant;

8. If the property is sold, in whole or in part, before the grant period expires, the subsequent owner(s) is not entitled to any future grant payments;

9. The amount of the grants over the life of the program shall not exceed Eligible Costs as per CIP or the Planning Act, as amended.

The Township may at any time discontinue the grant program, however, any existing participants in the program will continue to receive the grants as determined for their properties until the conclusion of their approved schedule.

Grants will be paid over a five-year period with Year 1 of the program being the first full calendar year in which taxes are paid after the project has been completed and re-assessed (ex: If an eligible building is completed in 2026 and reassessed in 2027, Year 1 of the grant schedule would commence in 2027, with the first annual grant to be provided at the end of 2027).

This grant requires approval from Council.

It is the responsibility of the property owner to:

- supply documentation that indicates that the property does not meet the standards of the *Ontario Environmental Protection Act* to permit a Record of Site Condition to be filed in the Ontario Ministry of the Environment's Environmental Site Registry
- determine with MPAC the increase in municipal assessment due to the approved CIP works.

- N/A

Examples of Eligible Costs

Commented [AL1]: Clarification on responsibility of owner to provide information for Tax Increment Program.

6 DESIGN GUIDELINES

Throughout the various consultations with members of the North Glengarry community, one of the underlying desires was the need for consistent and clear design guidelines - guidelines that assist property owners and help to preserve and highlight built heritage, but that also allow for a certain degree of flexibility and creativity.

The following design guidelines will assist applicants with their restoration or improvement projects as they relate to signage, commercial awnings, facade renovations, infill projects, landscaping and public art, and serve as an overview of what the ACHC will be evaluating during their analysis of each CIP proposal.

6.1 DESIGN GUIDELINES GOAL & OBJECTIVES

Goal: The Design Guidelines aim to assist property owners and stakeholders with their initiatives to improve the physical environment of the downtown cores, the commercial zones situated within the rural hamlets and the commercial fringe areas, and to preserve and restore buildings of significant heritage interest that contribute to the enhancement of the community.

Objectives:

- 1) To preserve the special character of Main Street, and its "villagesmall town charm" character in particular.
- 2) To protect and enhance the buildings and ensembles of architectural, historic, or heritage interest together with typical architectural elements.
- 3) To preserve and enhance the visual unity of the streetscape.
- 4) To favour architectural design quality for restorations, renovations and repairs to existing buildings and for new infill buildings.
- 5) To improve the appeal and attractiveness of commercial signage.
- 6) To encourage the creation of convivial, animated outdoor spaces conducive to leisure and entertainment.

6.2 SIGNAGE GUIDELINES

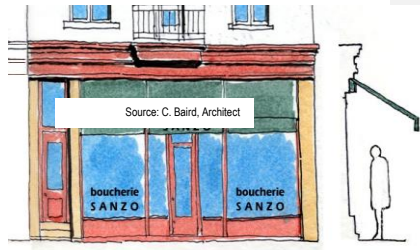
Signage and lighting play a significant role in the overall quality and character of a commercial area and are an important element in improving the facade of a building. Signage must be representative of the business' activities. Signage and integrated lighting can make a positive

contribution to the safety and security of pedestrians while helping to identify the location of a business and attract clientele.

a) Quantity

i) Other than in the case of agricultural properties, apart from a sign that identifies civic addresses, signage shall be limited in number. A maximum of two signs is permitted per commercial enterprise and is limited to a combination of two (2) of the following: one (1) wall sign, one (1) sign attached to a wall bracket so that it projects perpendicular to the building, or a sign on an awning. Independent stand-alone signage will be permitted for agricultural properties with a farm-gate or commercial operation subject to the approval of the ACHC.

ii) Signage shall only be permitted for businesses with an independent direct entrance from the outdoors. Upper-floor businesses shall not be permitted a separate exterior sign.



b) Materials

With the exception of signs on awnings, only permanent signs that are constructed of rigid, durable, quality material are permitted.

c) Lighting

Signage shall be externally lit through the use of gooseneck or sconce lighting, or other similarly shielded light source, attached to the building. No backlit or light box signage is permitted.

- i) Lighting shall be designed to prevent or limit light scatter or pollution.
- ii) The use of LED or other energy saving lighting is encouraged.
- iii) In instances where signage location is not feasible on the building (flat or perpendicular), the Committee will consider the request on a case by case basis.



d) Installation

Signs are limited to wall signs, signs hanging perpendicularly from a bracket attached to the wall of a building, or signs on awnings.

- i) Signs on posts are prohibited within the areas designated in Section 4.1 (Urban Village Areas) above.



ii) All commercial signage shall be installed at the ground-floor level. For buildings that are two-storeys or greater in height, signage shall be installed below the windows of the second storey.

iii) In multi-tenant buildings, signs attached to the same building shall be located at a similar height.

iv) Signs shall not cover any decorative, architectural and/or heritage features on a building.

v) Signs shall be installed in accordance with the applicable Township and United Counties of SD&G By-laws.



Manulife Building, Alexandria

e) Type

i) Representational and iconic images are encouraged to supplement conventional textual signs to help establish a special character.

ii) Signs comprised of detached letters affixed to the wall are encouraged.

f) Dimensions:

i) The dimensions of a sign shall be limited to the following:

a) The maximum area of a **sign affixed flat on a wall** is 10% of the area of the facade that corresponds to the location occupied by the establishment, up to a maximum of 18.6 square metres (200 square feet). This area is measured on the elevation of the building as seen from the property line.

b) The maximum area of a sign attached to a wall bracket so that it **projects perpendicular to the building** is 0.56 square metres (6.0 square feet)

c) The maximum area of a **sign printed on an awning** is 1.5 square metres (16.1 square feet)

ii) In the case of irregularly shaped signs or signs made up of detached letters, or of several elements, the area which shall be considered is that of the smallest rectangle within which the entire sign can fit.

6.2.1 SPECIAL PROVISIONS APPLICABLE TO SIGNAGE IN MAXVILLE

A Celtic theme shall be favoured in the imagery and design of commercial signage, directional signs and civic address signs in the area defined in Section 4.1 b) above, as Maxville Village.



Example of signage

6.3 COMMERCIAL AWNINGS GUIDELINES

Commercial awnings can enhance a facade and provide a decorative and historic touch to a storefront while improving the overall appearance and character of a pedestrian-oriented shopping area. Awnings also provide comfort for pedestrians by acting as protective canopies from the weather while advertising the presence of a building or store.

a) Material

- i) No rigid permanent canopies shall be permitted under Program C. Rigid awnings can be funded under the maximum amount allowable under Program B.

b) Installation

- i) Awnings are limited to retractable canopies, affixed to a building, to balance weather protection with daylight penetration and night-time storefront transparency. Retractable awnings also allow the covering to be open and closed according to the weather.
- ii) Awnings shall be installed only on the ground floor over shop windows or doorways.
- iii) Awnings shall not consume the full length of a facade.
- iv) Awnings shall be installed at a consistent height and projection in order to harmonize their effect on the streetscape.
- v) Awnings must be affixed to the building and suspended without stations, legs, or supports.
- vi) The minimum permitted height of the lowest point of the awning is 2.35 metres (7.7 feet) and the awning shall be installed so as not to interfere with pedestrian traffic.
- vii) Awnings shall not cover decorative, architectural and/or heritage features of a building.
- viii) Awnings must comply with the Ontario Building Code and may be subject to an Encroachment Permit from the North Glengarry Public Works Department.



Example of awnings in Alexandria

c) Design

- i) The awning should be sober in design and colour.
- ii) Any commercial signage printed on an awning is subject to the provisions of Section 6.2 (Signage Guidelines)

6.4 FACADE RESTORATION, RENOVATION AND IMPROVEMENT

High quality building design is a vital component of attractive streetscapes and the facade of a building is the most significant aspect from a design standpoint. The importance of a community's architectural heritage and unique physical character play an increasingly important role in helping to create energy and economic vitality.

a) Repairs and/or Restoration of Original Architectural Elements

- i) Repairs and/or restoration of the **original** architectural elements, such as facing materials, doors, windows, cornices, parapets, keystones, balconies and verandas shall be favoured.
- ii) Where possible, the components of the original facade and materials shall be repaired rather than replaced.
- iii) If the replacement of materials is necessary, original components of the facade shall be replicated with like materials, or, if necessary, substituted with approved engineered wood or cement board that are similar in colour, texture, dimension, proportion and design.
- iv) If original architectural elements are concealed, the removal of the concealing materials and the restoration of the original elements are encouraged.
- v) Painting of original woodwork, stucco and non-clay brick is eligible.
- vi) Colour palette shall be sober and uniform and reflect the typical heritage colours traditionally found in the area.
- vii) Maximizing the transparency of storefront windows is encouraged.



b) Repairs, Improvement and Maintenance of Non-Authentic Architectural Elements

- i) Repairs, improvements and maintenance of non-authentic architectural elements are eligible.



- ii) Installation of architectural LED or other energy saving lighting or the repair of existing architectural lighting features on the facade of a building visible from municipal property is encouraged, provided the lighting is designed to prevent light scattering or visual pollution.
- iii) Maximizing the transparency of storefront windows is encouraged.
- iv) Colour palette shall be sober and uniform and reflect the typical heritage colours traditionally found in the area.
- v) The addition of non-authentic and inappropriate detailing shall not be funded.

6.5 LANDSCAPING AND PUBLIC ART GUIDELINES

Landscaping and culture-based initiatives, such as public art, are essential to revitalization programs and are an innovative approach to sustainable development. Public art beautifies an area and helps to ensure that a community’s surroundings reflect who they are and how they live, while landscaping features help to embellish the streetscape and create a vibrant and healthy environment.

a) Landscaping

- i) The planting of trees on private property should be encouraged within the following parameters:
 - a) Trees shall be planted with sufficient space to allow for root expansion and in accordance with the specifications provided by the Township of North Glengarry.
 - b) Trees shall be planted in accordance with the provisions stipulated by Hydro One.
- ii) The planting of hedges to delineate private property from the public-right-of-way is encouraged, but shall not conflict with pedestrian-oriented street activity.
- iii) In order to improve the private parking areas, parking lot project shall include a typical surrounding low-lying hedge and/or green medians.



Source: Google Images, Dec 2015

b) Hard Landscape

The addition of seasonal commercial terraces in the front setback, where possible, is encouraged.

- i) Commercial terraces shall be installed entirely on private property unless an encroachment permit has been obtained from the Township of North Glengarry.
- ii) Appropriate heritage style materials (ex:



wrought iron, wood) shall be used to define and embellish the outdoor space (ex: terrace railings, flower boxes).

c) Public Art

The addition of visible, public artwork to a property must promote local culture and heritage, and improve aesthetics.



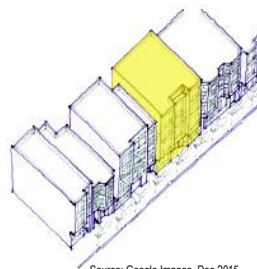
- i) Public art, such as murals and stained glass, shall have a communal appeal and should clearly demonstrate a positive contribution to the community and to the surrounding environment.
- ii) Public art shall be non-commercial and non-political in content.
- iii) Public art shall be installed entirely on private property unless an encroachment permit has been obtained from the Township of North Glengarry.
- iv) Public art, such as the Blue Plaques and heritage plaque program, may be subject to a legal agreement with the municipality.

6.6 INFILL PROJECTS

Within an established area, the character of the neighbourhood has been forged through the evolution of the built environment and streetscape elements. Undeveloped sites have the potential to strengthen and improve the existing character, while encouraging growth through well-designed developments. Infill projects must be given careful consideration so that they enhance the existing streetscape and complement the existing buildings.

a) Design

- i) The architectural treatment of the building shall evoke the architectural characteristics of the building typology found on Main Street (roof type, porches, alignment of openings).
- ii) The architectural treatment of the building shall evoke the architectural characteristics of the building typology found on Main Street (roof type, porches, alignment of openings).
- iii) New buildings shall be scaled to existing adjacent structures and existing setbacks and building heights should be respected.



- iv) Facing materials shall be selected from the variety of traditional heritage cladding materials found within the existing neighbourhood.
- v) To be sympathetic to the existing neighbourhood character, the relationship of the storefront with the upper facade must be maintained or improved with respect to compositional strategies: vertical alignment of openings, maintenance of symmetry, difference of materials between floors, presence of horizontal signage, etc.

7 IMPLEMENTATION

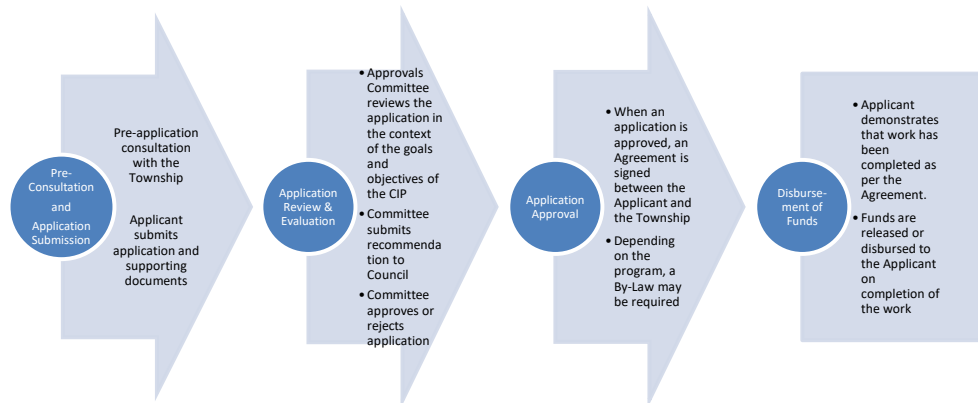
7.1 APPROVALS COMMITTEE COMPOSITION

The ACHC for the North Glengarry CIP is to be comprised at minimum of the following:

- CAO/Clerk, Township of North Glengarry, or Deputy-Clerk
- Chief Building Official, Township of North Glengarry, or their designate
- Economic Development Officer, Township of North Glengarry or their designate
- Two (2) members of Council
- One (1) representative of the Alexandria and District Chamber of Commerce, or their designate
- One (1) representative of the Maxville and District Chamber of Commerce, or their designate
- Two (2) to four (4) members at large from the community.

The ACHC will be coordinated by the Economic Development Officer or their designate, whose mandate is to manage the implementation of the CIP and coordinate the activities of the ACHC

7.2 APPLICATION INTAKE PROCESS



All applications will be accepted, evaluated and determined on a “first-come first-served” basis, with Phase I and Phase II projects taking precedence over those of Phase III. All funds committed

in any one (1) year (based on calendar years) will be assumed to be drawn from the annual funding limit for the CIP as a whole during the year of approval for funding, even where funds are disbursed in the following calendar year. Applications are encouraged for projects that are eligible for funding under more than one program.

In spite of the latter, Council reserves the right to limit access to funding from multiple programs if, in its determination, there is a degree of overlap of funding that is not an appropriate use of scarce resources or the value of the individual project funding is deemed to unduly limit the availability of community improvement funding to other projects in the municipality.

Application intake will take place on a rolling, open-ended basis without deadline, over the five (5) year plan period to help facilitate development intentions on the part of property owners in a timely fashion. The ACHC will meet regularly and will forward recommendations to Council via a staff report. Council will make the final decision on all applications. The approvals process may take up to an estimated period of three (3) months.

- a) Prior to submitting an application applicants are required to have a pre-application consultation meeting with Township staff to evaluate the project's eligibility to access the financial programs. At this meeting, the Applicant should present the details of the work to be completed, an estimate of the associated costs, a timeline for completion of the work(s), and any preliminary renderings that illustrate the details of the project.
- b) Applicants are required to complete the application form.
- c) Applicants are required to submit supporting documentation such as the specifications of the proposed project, including plans, drawings, samples for colour and texture, photographs of the existing building, any historical photos or drawings, and any other relevant documentation. A business plan may be a requirement of the ACHC.
- d) A minimum of **two (2) estimates** of the requested work is required. Personal labour is not an eligible cost under this program (refer to Section 5.1).
- e) Applicants are required to obtain all the necessary building, encroachment and/or work permits.
- f) Applications may be circulated to any internal municipal departments for review and comment.
- g) If the application meets all the relevant criteria, the ACHC will recommend approval of the application to Council.

- h)** Final decisions on applications and allocation of funds shall be made by Council. Requests for extensions shall be decided by the ACHC.
- i)** Upon approval by Council, the applicant will be required to sign a site specific Agreement with the Township of North Glengarry.
 - a.** The Council for the Township of North Glengarry will approve or refuse any incentive or combination of incentives that fall under the North Glengarry Community Improvement Plan Program.
 - b.** The SDG Regional Incentives Approvals Committee will approve or refuse any incentive or combination of incentives that fall under the SDG Regional Incentives Program.
- j)** Upon completion of the works, as set out in the Agreement, and upon payment by the Applicant for the works performed, the Applicant must submit proof of payment to the Township along with photographs of the completed work.
- k)** The ACHC, or their delegate, will review the proof of payment and photos and conduct a site visit to inspect the completed work(s).
- l)** If the ACHC or their delegate is satisfied with the completed work(s) as outlined in the Agreement, a cheque requisition will be submitted as set out in the Agreement.
- m)** Facade restoration, renovation and improvement projects shall be completed within 18 months of the date of the Agreement or the Agreement shall be rendered null and void.
- n)** Landscaping and public art projects shall be completed within the approved time limits (refer to Section 5.2 D) as stated in the Agreement or the Agreement shall be rendered null and void.
- o)** Commercial signage, civic address signage and commercial awning projects shall be completed within the approved time limits (refer to Section 5.2 C) as stated in the Agreement or the Agreement shall be rendered null and void.

8 MARKETING TOOLS

The marketing of the CIP programs should be a comprehensive multi-media campaign to inform, educate, sensitize and advertise the Community Improvement Plan and its success stories. The following tools are recommended to implement the marketing strategy:

- a) A brochure outlining the financial incentive programs available and the general program requirements;
- b) Enhancement of the municipal website via the addition of a direct access to CIP information via the home page;
- c) Media releases and profiles of successful projects to local and outside media (ex: The Glengarry News, Facebook, The Review, Tax Newsletter, etc.);
- d) Periodic presentations to target audiences (ex: Chambers of Commerce, Town Hall meetings, Council meetings) regarding the CIP success stories and available incentives;
- e) Posters/signage installed on properties benefitting from the CIP financial incentive programs;
- f) Letters targeting new property and/or business owners in the designated CIP areas.

9 MONITORING PROGRAM

The Community Improvement Plan is intended to provide a proactive approach to the enhancement and renewal of properties within the Township of North Glengarry. It represents an opportunity for employment retention and creation, private investment, increased tax assessment and physical beautification.

The program will be monitored for effectiveness on an annual basis and a detailed review will be undertaken in Year 5 to determine whether each program has met the goals of the North Glengarry Community Improvement Plan. The overall CIP will be monitored both qualitatively and quantitatively through the following indicators:

- a) Approved applications;
- b) Refused applications, including the reasons for refusal;
- c) Augmentation in municipal property tax;
- d) Increase in property values, using a baseline to compare the growth in property assessment;
- e) Growth in land/property development using a baseline vacant land/premises inventory;
- f) Monitoring the visual appearance of the community;
- g) Compiling participant comments;
- h) Ongoing consultation with the broader community through continued town hall meetings.

10 AMENDMENTS TO THE COMMUNITY IMPROVEMENT PLAN

As the Township of North Glengarry reviews the programs and activities relating to the Community Improvement Plan to determine its effectiveness and relevance, the CIP may be refined to better meet the goals and objectives outlined.

CIP programs may be activated, discontinued, reduced or altered at any time without an amendment to the plan; however, changes to the provisions of this CIP which are considered to represent a material change that necessitates a formal amendment to the CIP in accordance with Section 28 of the *Planning Act* include the following:

1. Changes to the boundaries of the geographic areas subject to the CIP;
2. The addition of new programs of financial assistance not currently offered in this CIP;
3. An extension to the approved 5-year term of the CIP;
4. A significant increase in the maximum amount of financial assistance offered as part of the guidelines for funding contained in this plan;
5. A significant change in the eligibility criteria to access financial support under this CIP.

Minor changes or the discontinuation of programs will be provided to the Ministry of Municipal Affairs for information purposes only.

APPENDIX 1: CIVIC ADDRESS SIGNAGE

0123456789



0123456789



APPENDIX 2: GLOSSARY OF TERMS

Agreement: Terms, duration, conditions and default provisions of the grant/loan program between the property owner and the Township of North Glengarry

Applicant: The registered owner, assessed owner or tenants of lands and buildings within the Community Improvement Project Area and any person to whom such an owner or tenant has assigned the right to receive a grant of loan

Brownfield Site: Undeveloped or previously developed properties that may be contaminated. They are usually, but not exclusively, former industrial or commercial properties that may be underutilized, derelict or vacant (Provincial Policy Statement 2014)

Building Permits: Issued by the local body responsible for enforcing Ontario's Building Code and are required for the construction, renovation, demolition and certain changes of use of buildings

Community Improvement: The planning or replanning, design or redesign, resubdivision, clearance, development or redevelopment, construction, reconstruction and rehabilitation, improvement or energy efficiency, or any of them, of a community improvement project area, and the provision of such residential, commercial, industrial, public, recreational, institutional, religious, charitable or other uses, buildings, structures, works, improvements or facilities, or spaces therefore, as may be appropriate or necessary

Community Improvement Plan (CIP): A plan for the community improvement of a community improvement project area

Community Improvement Project Area (CIPA): A municipality or an area within a municipality, the community improvement of which in the opinion of the council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social, or community economic development reason

Education Portion: Taxes arising from that element of the total tax rate set annually, which is collected by the Township of North Glengarry on behalf of the local school boards

Eligible Costs: The cost as detailed under each financial incentive program in Section 5 of this CIP. These include all capital cost categories for which the Owner is entitled to Program Assistance for the Township, as may be approved and may be provided for in the CIP and further specified in any Agreement that may be required to execute funding. Eligible costs do not equate to the maximum levels of financial assistance under individual programs

Encroachment: Any object or material, including a building, structure, sign, apparatus, equipment, facility, fence, hedge, earth or rock, which is wholly or partly upon municipal property

Final Completion (i.e. project completion): The conclusion of proposed building/construction/landscaping or public art work in its entirety, as well as subsequent final payments on all aspects of the project for which proof of payment may be provided by the applicant to the Township of North Glengarry

Infill Projects: New development that is sited on vacant or undeveloped land within an existing community, and that is enclosed by other types of development (Sustainable Cities Institute)

LED (Light-emitting diode): A semi-conductor device that emits light when a voltage is applied across it. The colour of the light depends on the semiconductor material used

MPAC: Municipal Property Assessment Corporation

Municipal Portion: Taxes arising from that element of the total tax rate, set annually, which supports expenditures by the Township of North Glengarry

Municipal Property: Common and public property including a highway, roadway or portion of common and public property under the ownership, control or authority of the Township of North Glengarry and includes any street, lane, road allowance, bridge, trestle, viaduct or structure that forms part of property or lands inclusive and all area between the lateral boundaries of lands owned or under control or authority of the Township of North Glengarry and includes the space from the ground to the sky within the lateral boundary of any highway or property

Owner (Property Owner): The registered Owner of the Lands and includes any successors, assignees, agents, partners and any affiliated corporation. Financial assistance through tax-based funding is provided to the registered Owner of the property irrespective of any assignment of those funds to another party by the Owner under separate agreement between the Owner and a third party

Tenant: A person who occupies land or property rented from an owner

TIG: Tax Increment Grant as provided for under *Section 28(7)* of the *Ontario Planning Act*

Township: The Corporation of the Township of North Glengarry

APPENDIX 3: RE-IMAGINING MAIN STREET SUMMARY REPORTS



Town Hall: Re-Imagining Main Street Alexandria

June 23, 2015



Re-Imagining Main Street Alexandria – Township of North Glengarry

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Exploring our past for a better tomorrow

The image of any municipality, downtown, or commercial street is the result of an evolution that defines its characteristics and its uniqueness. The various elements that comprise the image of a street or district influence the perception of its users and passers-by. These unique characteristics leave residents, consumers and visitors with impressions that can attract, seduce, leave them indifferent, or even repel them.

We are attracted by the distinctiveness of towns that are traversed by a river, are nestled in a valley, or crossed by a patchwork of streets bordered by picturesque architecture. We appreciate the welcoming nature of a commercial street where the signage and window displays create a special ambiance that is complemented by the appeal of its architecture. Similarly, the presence of vegetation and eye-catching street furniture that favours strolling, shopping and relaxing are desired elements. However, the image of an area can be easily compromised by neglect or the loss of identifying characteristics that provide the area with its uniqueness.

Embarking on a revitalisation process causes us to reflect on the image that the community projects and the measures that should be undertaken to reinforce, enhance or even modify the area, with the goal of improving the quality of life of residents, piquing the curiosity and interest of visitors and encouraging the establishment of businesses that subscribe to the vision of development.

Promoting the elements that distinguish downtown Alexandria from other surrounding communities was the focal point of the *Re-Imagining Main Street Alexandria* public consultation. *Re-Imagining Main Street Alexandria*, will provide the foundation for a common vision that will ensure that the planning of physical improvements are largely supported by the community.

Report on the Town Hall: Re-Imagining Main Street Alexandria

What features typify the image of downtown Alexandria? What are the elements that should be conserved or highlighted? What are the means that should be undertaken to reinforce the characteristics of Main Street?

As part of the revitalization process of Alexandria Main Street, the Township of North Glengarry invited the general population to a *Re-Imagining Main Street* special Town Hall meeting on June 23, 2015 in the Old Alexandria Post Office on Main Street.



Re-Imagining Main Street used historic and current photographs to provide an overview of the history and physical evolution of the commercial core (see Annex 1). More than sixty participants were guided through an analysis of the downtown environment and the elements that give Main Street Alexandria its distinctive charm and flavour. They then broke into working groups to brainstorm assigned questions pertaining to how they would re-imagine Main Street in the future.

Elements that forge identity

The following themes were used in the collective analysis of Main Street Alexandria. These themes were specifically chosen as they represent the elements that forge the identity and image of any milieu, such as a downtown or a main street.



Human Environment:

The “human environment” is defined as the relationship of people with their environment, including the physical, biological, cultural, social and economic factors of a given area.ⁱ

Natural Environment

The « natural environment » is an environment that is not influenced by people. It refers to all living and non-living things that are naturally on earth.ⁱⁱ

Built Environment

The “built environment” is defined as the human-made space in which people live, work and recreate on a day-to-day basis.ⁱⁱⁱ

Observations Based Upon Analysis of “Then” Photographs

Human Environment

- Main Street was the primary retail and service centre of the community, but it also served as the official gathering place for a variety of celebrations, special events and processions.
- Mill Pond was an important element not only as a source of potable water, but as a community recreational venue for activities such as swimming, canoeing and fishing.



Natural Environment

- The Town of Alexandria was surrounded by extensive agricultural lands.
- The flora, fauna and hydrographic system were prime features of the rural landscape.
- Mill Pond was a vital body of water in the heart of downtown, with Main Street developing adjacent to it and to the Priest's Mill.



Built Environment

- The Canadian Atlantic Railway played a large role in the industrial development of Alexandria. These industries contributed to economic growth, the creation of employment, the expansion of the population and to the reinforcement of downtown Main Street as a commercial hub.
- The streetscape of Main Street at beginning of the 20th Century was typically comprised of two and three story buildings constructed right up to the sidewalk with a commercial use on the ground floor.
- Signage, which was oriented toward the pedestrian, was discretely affixed to the wall or painted behind the shop windows and was occasionally hung perpendicular to the commercial facade.
- On-street parking of horse-drawn carriages, and later vehicles, was permitted on both sides of the street.
- Decorative elements such as flag posts and town clocks livened the aesthetic of the street.
- The electrical poles had a strong visual presence, particularly given their placement in the public right-of-way.



- The sidewalks along certain segments of Main Street appeared wider at the turn of last century.

Buildings and Architecture

- Buildings were constructed primarily of red brick, though wood clapboard and, to a lesser extent, stone could also be found at the turn of the last century.
- Roofs tended to be flat, though there was the occasional, more modest gabled-roof structure along Main Street that likely pre-dated many of the other constructions.
- Front porches and second-floor balconies extended the buildings into the public domain and enlivened the street.
- Windows were typically symmetrical and either rectangular or arched. The openings were generally taller than they were wide and tended to open guillotine-style.
- Shop windows were large and principal facades often adorned with commercial awnings to shade the displays and to provide shelter to customers.
- Building ornamentation was subtle and typically consisted of decorative cornices and mill worked columns. Keystones and ornamental brickwork was also present on more monumental structures. Two prominent buildings did possess imposing steeple-like towers adorned with windows.



Landscaping

- There was a modest tree canopy visible at the downtown extremities.
- A few isolated trees grew along Main Street; most were planted on the East side of the street in close proximity to the road.



Comparative Observations between the Past And Present

Human Environment



- Main Street, while still used for civic events and parades such as the Canada Day Parade and the celebration of the Franco-Ontarian flag, is no longer the central venue for the major activities that take place in Alexandria. Most of the recreational and cultural events now occur on Island Park and the cultural and social role of the traditional downtown has been diminished.
- Mill Square Park, strategically located in the heart of Main Street and in proximity to the historic Mill Pond dam, is a public space that has become fatigued, somewhat neglected, and does not invite people to linger or engage in recreation in the downtown area.
- The downtown has lost several key neighbourhood businesses to the periphery, including the pharmacy, hardware store and butcher shop. These businesses traditionally drew people to the commercial centre and also served as important community gathering places. However, the presence of important public institutions along Main Street, such as the Township Hall, Paroisse de Sacre-Coeur Church and the local schools, are important assets.

Natural Environment

- The surrounding agricultural lands form an intrinsic part of the rural identity of Alexandria. The presence of open, rolling topography surrounding the town allows for impressive and expansive vistas.



- The presence of Mill Pond in the centre of Alexandria and in proximity to the downtown core is a significant natural asset with a strong year-round recreo-tourism potential.

Built Environment



- County Road 34, a major North-South axis route connecting Highways 401 and 417, becomes Main Street as it enters Alexandria. In addition, Alexandria Railway Station remains an important stop along the Montreal-Ottawa Via Rail corridor, receiving ten train per day.

- The streetscape of Main Street remains fairly compact with only a few significant breaks punctuating the urban fabric. There is a concentration of commercial and mixed-use buildings towards the centre of the downtown core. Strictly residential buildings tend to be located toward the fringes of the Community Improvement Plan area, while institutional/public properties are concentrated toward the southern end. There are several private and municipally-owned vacant lots toward the centre of Main Street, with two Township properties strategically-located on through-lots providing direct access to Mill Pond from Main Street and Mill Square. A large public parking lot is also centrally-located in the downtown core (see Annex 2 - Plan of Alexandria).

- The width of the road, speed of the traffic, vehicular-scale street lights, inadequate crosswalks, and the strong presence of large transports trucks impacts pedestrian comfort and sense of security.
- The high volume of litter and other refuse along Main Street gives the impression of a devitalized and neglected commercial area.
- On-street parking, typically 2-hours in duration, is located on the western side of the street. There is additional off-street parking in one large municipally-owned, paved parking area and in a second municipally-leased, poorly-maintained and difficult to access lot at the corner of St-Paul Street.
- There is a strong visual presence of electrical posts and overhead wires.

Buildings and Architecture



- Alexandria has a rich history dating back to the establishment of the mill in 1815, around which the settlement grew. Many existing buildings are a testament to the different phases of development and prosperity of the region.
- Architectural styles along Main Street are quite diverse. Several heritage buildings have been replaced or transformed over time with more contemporary, utilitarian architecture that does not necessarily subscribe to the architectural character of the milieu; nevertheless, a number of exceptional architectural examples remain from the turn of the last century that are in varying states of preservation, but still possess a strong restoration potential.
- Red brick and horizontal clapboard are the most common facing materials employed, though other materials, such as acrylic and varying colours of brick have been introduced in more recent years.
- The level and quality of building maintenance is variable, with several buildings showing signs of serious neglect.
- Many of the traditional second-floor balconies have been lost over time, though traces of these structures can still be seen.
- Most of the arched windows that were once commonplace on Main Street and added to the decorative aesthetic of the building have been replaced and the arches filled-in. Additionally, many of the more ornate front entrances have been replaced with more modern and plain single-entry doors.
- Commercial windows are inadequately exploited. Many are not well maintained and others are vacant and neglected.

Open Spaces



- The lack of landscaping features, trees and green spaces has a negative impact on the appeal of the streetscape.
 - Open spaces that allow for views on Mill Pond are not sufficiently landscaped to permit areas of relaxation and visual obstruction is created by overgrown vegetation or inappropriately-located structures and/or containers.
- Mill Square Park, in the heart of downtown Alexandria, is an underutilized asset in need of embellishment and a vision.
 - The unmaintained open space between the buildings combined with the poorly-structured parking areas cause discontinuity which lessens the interest of pedestrians.

Street Furniture



- Street furniture is limited along Main Street and consists of a handful of awkwardly-positioned benches and garbage cans, which while consistent in style lack an overall inviting aesthetic. There are no bicycle racks.
 - The location and number of waste receptacles has led to an abundance of litter. There are no public recycle bins.
 - Lampposts are affixed on high posts, possess a highway aesthetic and are oriented toward fast-moving vehicular traffic.
- Main Street is devoid of street trees in the commercial core other than those growing in Mill Square Park, though there are a few trees planted on private residential, or public properties such as Ecole Terre-de-Jeunes.
 - There are few landscaping features in front of commercial or mixed-use properties and few public planters to provide colour and greenery to Main Street.

Public Art



- Public art in Alexandria is limited to two public murals portraying the history of the community. One mural is strategically-positioned and highly visible as it conceals a vacant lot on Main Street. The second mural, in questionable condition, is somewhat concealed from view on the lateral wall of a privately-owned building.

Signage



- Commercial, way-finding and municipal signs are of varying styles and lack uniformity.
 - Private commercial signage is abundant and competes for attention.
 - Many of the signs are poorly maintained, or abandoned. Other signs are not clearly visible due to their placement, or obstruction. Still others are overwhelmed by large commercial billboards or temporary mobile signage.
- There is a lack of signage identifying points of interest, parks, services and public places.
 - There is an abundance of temporary or mobile signage, often installed on neighbouring properties.

Re-Imagining Main Street Alexandria

The nine (9) questions outlined below were formulated to address overarching issues and themes that emerged from a series of surveys. Said surveys include: a public survey undertaken during the Alexandria Home & Trade Show, a site survey conducted by an Urban Planner, several site visits, meetings with the CIP Working Group, informal discussions with members of the community, an analysis of Alexandria Main Street then and now photographs, and historical research.

After exploring Alexandria past and present through a series of photographs, participants were given 20-minutes to brainstorm two-to-three of the pre-assigned questions. The responses jointly developed and publicly presented by the participants are enumerated below:

Question 1: What should be Alexandria Main Street's overall character?

- Historic-chic and consistent
- Pedestrian-friendly with level sidewalks, benches, perennial plantings, metal sculpture, trees.
- More open, bright, peaceful and stimulating
- Pedestrian-friendly
- Historic feel

Question 2a: What measures could render the street pedestrian friendly (sidewalk to street)?

- Connecting Island Park to Mill Square with a walking path. People could park in the large Island Park parking facility and access the downtown by foot
- Pedestrian street crossings
- Bring flower baskets lower as they are too high
- Stop skateboarders on Main Street sidewalks
- Cement corner curb-extensions ("bulb-out")
- Pedestrian crosswalk with lights
- Remove parking from Main Street to widen sidewalks
- Create a bike lane
- Ban truck traffic

Question 2b: What measures could render the street pedestrian friendly (sidewalk to shops)?

- Slowly replace street lights to era-appropriate, pedestrian lights.
- Ban on-street parking entirely, place "Free Parking" signage at every intersection and expand the sidewalks.

- Enforce the truck bypass and improve bypass signage
- Standardize business signs
- Add hand supports for seniors
- Awnings

Question 3: What relationship should Main Street have with Mill Pond?

- Make pond people (not goose) friendly. Follow conservationists' suggestions of tall grasses to keep geese away. Small boats will remove weeds.
- Consider a boardwalk from Priest's Mill to Island Park.
- "Gaetan Park" to be civilized (*Note: reference is to the municipally-owned vacant property Opposite the municipal parking lot*)
- Mill Pond community path with benches

Question 4: What importance should be given to heritage buildings?

- Heritage buildings should be protected
- Professional services (architect, designer) should be provided to the owners of heritage buildings to get them started with their projects
- Heritage buildings should be preserved and alterations should be regulated to conform to the era in which they were built
- Heritage buildings should be restored, retained and enhanced
- Signs should be installed on buildings outlining their history

Question 5: What would improve the ambiance in Mill Square?

- Remove the parking and create alternatives
- Encourage business-fill storefronts

- Pedestrian crosswalks
- More landscaping
- Township should lease the overpriced land behind Mill Square Park
- New lighting

Question 6: What types of street furniture would be an asset?

- More greenery (trees, plants)
- More benches
- Add support rails along the storefronts for bikes.

Question 7: Should Main Street have more types of public art – suggestions?

- There should be more murals by high school students and local artists.
- Art should be displayed in empty storefronts until they are occupied.
- Existing murals should be maintained.

Questions 8: What types of signage should be displayed?

- Signs should be uniform, tasteful
- Not too many signs together in a bunch
- There should be one (1) street-facing sign per business.
- No temporary signage should be permitted
- No neon signs should be permitted
- Possibly permit seasonal signage and/or flags.

Question 9: How can access to Main Street be improved?

- Detour the trucks and transport vans away from Main Street.
- Enforce the truck detour. Make them use Country Road Bypass near the railway and MacDonald Boulevard.
- Trucks to use Bypass. Enforce with fines to generate revenues for improvements (request to county)
- More crossings for pedestrians
- More green space with benches
- Promote the history and heritage of our community in one of the buildings.
- Put historic signs on buildings (ex: This building was first used as a clothes store, etc.)
- Develop decent parking. Pave and paint lines.
- Designated parking spaces for handicapped people.
- Textured sidewalks

Other suggestions and comments:

- Need to attract customers to mitigate high rental costs.
- Establishment of an ice creme parlour to attract people who live within walking distance.

Conclusion

Re-Imagining Main Street Alexandria provided an opportunity to reflect on the image and characteristics of the physical environment of downtown Alexandria and to engage the population in a discussion on their vision of the future.

Several areas for potential actions were proposed to enhance and highlight the assets of the area and a general consensus was achieved with respect to the desired image of Alexandria Main Street, which features:

- The re-appropriation of the downtown by the community through pedestrian-friendly initiatives relating to lighting, way-finding signage, public art, landscaping features and street furniture.
- The promotion of Mill Pond, through improved access to this recreational space from Main Street and Mill Square.
- The reinforcement of Mill Square as a key public space and the heart of downtown Alexandria.
- Improving the appeal and condition of buildings and commercial signage.
- The harmonious cohabitation of pedestrians and vehicles, through improvements to pedestrian crosswalks, sidewalks, parking, and a reduction in the nuisances caused by heavy truck traffic.
- The promotion of local history and heritage.

This public session was a critical step in the preparation of the Community Improvement Plan (CIP) and will help identify opportunities and design solutions, in the goal of creating a Main Street which is a remarkable place to shop, live and do business.

In the months that follow, the Township of North Glengarry and the CIP Working Group will be working on the development of design guidelines, the creation of the framework for an incentive program and the preparation of an architectural rendering that will be presented to the community during a subsequent Town Hall meeting.

A special thank you is extended to the various individuals and organizations for their invaluable contributions to the Re-Imagining Main Street Alexandria Town Hall and to the inventory of historic photographs that was gathered for this visioning exercise, including:

The Glengarry Archives and Archivist, Alan MacDonald
The Alexandria Chamber of Commerce and its President Michael Madden
The dedicated members of Arts, Culture and Heritage Advisory Committee
Le Centre Culturel les Trois p'tits points and its Director, Nicole Geoffrion
The Pioneer Museum
Mr. Dane Lanken
M. Norman Lalonde
Ms. Colleen Shepherd
Mme Celine Martin
Mr. & Mrs Bornstein
The members of North Glengarry Township Council

ⁱ Ecologydictionary.org. http://www.ecologydictionary.org/HUMAN_ENVIRONMENT (June 11, 2015)

ⁱⁱ Simple English Wikipedia. https://simple.wikipedia.org/wiki/Natural_environment (June 11, 2015)

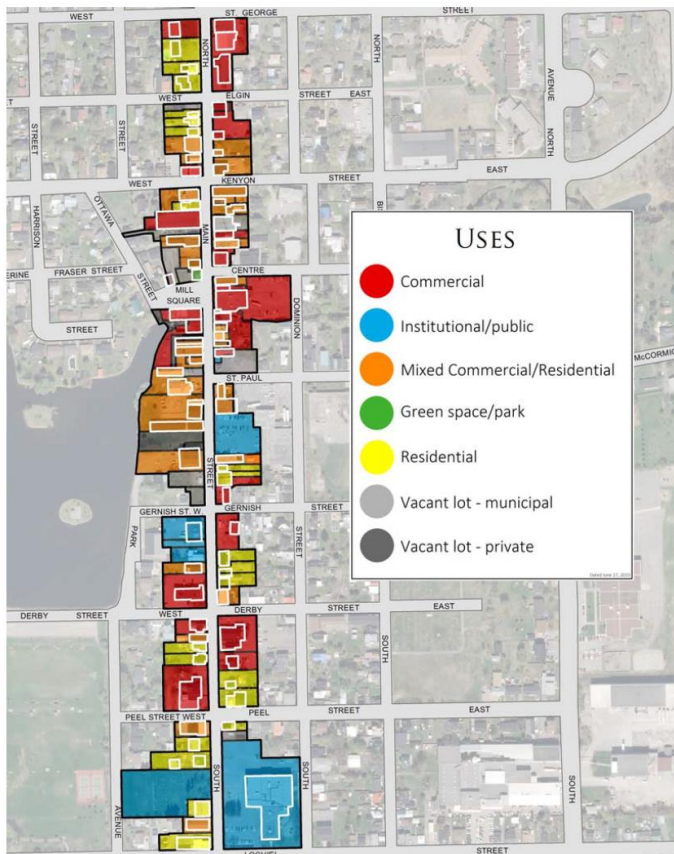
ⁱⁱⁱ Wikipedia. The Free Encyclopedia. https://en.wikipedia.org/wiki/Built_environment (June 11, 2015)

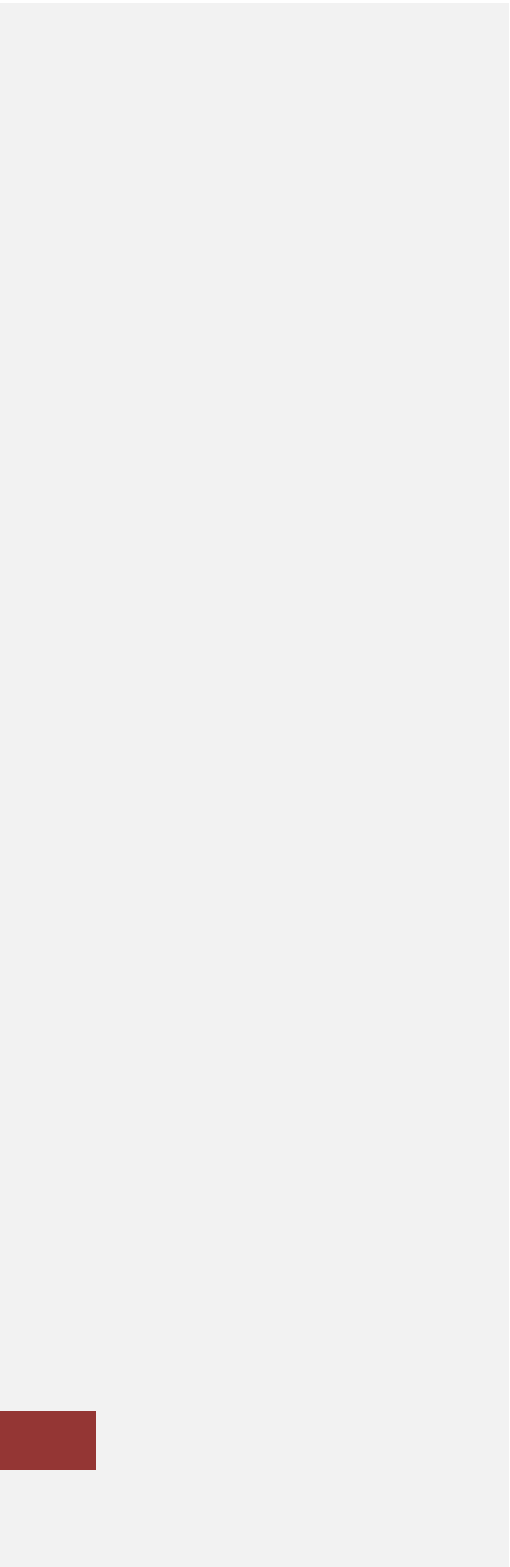
Annex 1

Power Point Presentation: Re-Imagining Main Street Alexandria - June 23, 2015

Annex 2

Uses on Main Street Alexandria - June 2015







Town Hall: Re-Imagining Main Street Maxville

June 24, 2015



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Exploring our past for a better tomorrow

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Embarking on a revitalisation process causes us to reflect on the image that the community projects and the measures that should be undertaken to reinforce, enhance or even modify the area, with the goal of improving the quality of life of residents, piquing the curiosity and interest of visitors and encouraging the establishment of businesses that subscribe to the vision of development.

Promoting the elements that distinguish downtown Maxville from other surrounding communities was the focal point of the *Re-Imagining Main Street Maxville* public consultation. *Re-Imagining Main Street Maxville* will provide the foundation for a common vision that will ensure that the planning of physical improvements are largely supported by the community.

Report on the Town Hall: Re-Imagining Main Street Maxville

What features typify the image of downtown Maxville? What are the elements that should be conserved or highlighted? What are the means that should be undertaken to reinforce the characteristics of Main Street?

As part of the revitalization process of Maxville Main Street, the Township of North Glengarry invited the general population to a *Re-Imagining Main Street* special Town Hall meeting on June 24, 2015 at the Maxville & District Curling Club.



Re-Imagining Main Street used historic and current photographs to provide an overview of the history and physical evolution of the commercial core (see Annex 1). More than fifty participants were guided through an analysis of the downtown environment and the elements that give Main Street Maxville its unique charm and flavour. They then broke into working groups to brainstorm

assigned questions pertaining to how they would re-imagine Main Street in the future.

Elements that forge identity

The following themes were used in the collective analysis of Main Street Maxville. These themes were specifically chosen as they represent the elements that forge the identity and image of any milieu, such as a downtown or a main street.



Human Environment:

The “human environment” is defined as the relationship of people with their environment, including the physical, biological, cultural, social and economic factors of a given area.ⁱ

Natural Environment

The « natural environment » is an environment that is not influenced by people. It refers to all living and non-living things that are naturally on earth.ⁱⁱ

Built Environment

The “built environment” is defined as the human-made space in which people live, work and recreate on a day-to-day basis.ⁱⁱⁱ

Observations Based Upon Analysis of “Then” Photographs

Human Environment

- Main Street was the primary retail and service centre of Maxville. It also served as the official community gathering place for a variety of celebrations, special events and parades.



Natural Environment

- The Town of Maxville was surrounded by sprawling agricultural lands.
- The flora and fauna were core features of the rural landscape.



Built Environment

- The arrival of the Canadian Atlantic Railway in 1882, played a large role in the development of Maxville's commercial operations. The railroad contributed to local economic growth, the creation of employment, the expansion of the population and to the reinforcement of Main Street as a commercial hub.
- The streetscape of Main Street at beginning of the 20th Century was typically comprised of two-storey buildings constructed right up to the sidewalk with a commercial use on the ground floor. Many of the structures erected subsequent to the disastrous fire of 1921 maintained their original street alignment and volume.
- Signage was discretely affixed to the wall or, in later years, hung perpendicular to the building and was typically oriented toward the pedestrian.
- On-street parking of horse-drawn carriages, and later vehicles, was permitted on both sides of the street.
- Decorative elements tended to be reflected in the architecture of the buildings, rather than in the public space; however, the modest, low-level street lights and the occasional bollard added embellishment to the village without compromising function.
- The electrical poles had a strong visual presence, particularly given their placement in the public right-of-way.
- The sidewalks, whether constructed of wood or later of concrete, only appeared wide-enough to allow for the passage of two people walking side-by-side.



Buildings and Architecture

- Buildings were constructed primarily of red brick, though wood clapboard and concrete block with stone finish could also be found, particularly post-1921.
- Front porches and second-floor balconies extended the buildings into the public domain and helped to enliven the street.
- Window openings were typically symmetrical, either rectangular or arched, and usually taller than wide. Most entrance doors were adorned with a transom window and the second floor windows tended to be guillotine-style.
- Shop windows were large and principal facades often adorned with commercial awnings to shade the displays and to provide shelter to customers.
- Building ornamentation was subtle and typically consisted of decorative cornices and mill worked columns and railings.



Landscaping

- There was a pronounced tree canopy visible at the residential extremities of Main Street,
- Several stand alone trees sheltered the sidewalks in the commercial area.



Comparative Observations between the Past and Present

Human Environment



- Main Street is still used for occasional civic events such as the annual Village Sidewalk Sale and the Santa Claus Parade; however, many of the major activities take place in and around the Maxville Fairground and the cultural and social role of the traditional core area has been diminished.
- The property of the former King George Hotel, demolished in 2014, and now referred to locally as “King George Park”, has been recently appropriated by the community as a recreational space and the site of the weekly farmers market from May through October.
- Main Street has lost several key neighbourhood businesses such as its grocery store and its barber shop, which also served as important community gathering places.

Natural Environment



- The surrounding agricultural lands form an intrinsic part of the identity of Maxville. The natural and rural environment in which Maxville developed is important to its identity and is discernible by the presence of rolling hills and fields which create impressive vistas.
- The northernmost entrance to Maxville is marked by the presence of a small wooded park with a stand of mature conifers.

Built Environment



- County Road 20, a major North-South axis route connecting Highways 417 and County Road 43, becomes Main Street as it enters Maxville Village. In addition, while the train station was demolished long ago, the rails are still functional and cut Main Street in two. Via Rail trains still traverse Maxville at regular intervals and high speeds connecting Montreal and Ottawa.
- The streetscape of Main Street remains fairly compact, with a concentration of commercial and mixed-use buildings toward the centre of the village, institutional uses just south of the commercial core, and residential uses on the fringes of Main Street. As a result of the buildings being destroyed by fire, there are two large privately-owned, developable vacant lots at the two extremities of the village. There is also a large municipally-owned vacant lot that was created through the demolition, of the neglected King George Hotel (see Annex 2 – Plan of Maxville).
- The presence of three well-maintained churches in the heart of Main Street with a fourth church on an adjacent street, attract people to the commercial sector.
- The width of the road, speed of the traffic, lack of crosswalks, lighting of the street and the presence of large transport trucks impacts pedestrian comfort and sense of security.
- On-street parking is interspersed on both sides of Main Street with one large privately-owned, semi-paved and poorly-maintained parking area next to the LCBO building.
- The presence of residential properties on the fringes of Main Street provides greenery and is where the majority of the tree canopy is found. Green space is notably absent in the commercial portion of the street, however, there are spaces between buildings in which small islands of greenery could be created.
- There is a strong visual presence of electrical posts and overhead wires.

Buildings and Architecture

- Maxville has a long and vibrant history; many existing buildings are a testament to this rich past.
- Architectural styles along Main Street are relatively similar and tend to subscribe to the vernacular and boomtown styles.

- Red brick and horizontal clapboard are the most common facing material employed.



- Vertically-oriented windows with upper arches are characteristic of many of the residential homes, while windows on commercial buildings tend to be angular.

- The level and quality of building maintenance is variable, but most have not lost their restoration potential and many have preserved their original architectural features, though there have been some modifications.

- Many traditional second-floor balconies have been lost over time, though remnants of these structures can still be seen.
- Commercial windows are inadequately exploited. Some are not well maintained and others are vacant and neglected.
- The majority of buildings along Main Street are two-storey structures with a few single-storey, boomtown-style constructions interspersed.
- There have been a few new buildings or transformations that have been inserted into the urban fabric of Main Street that do not necessarily subscribe to the traditional architectural character of the sector, for example, the current Maxville Post-Office.

Open Spaces



- The only municipally-designated recreational area on Main Street is situated at a roadside location at the northernmost extremity of Maxville (a significant distance from the activities of the commercial centre).

- The vacant lot formerly occupied by the King George Hotel, has been transformed and maintained by the Township and community volunteers as a public gathering space. The seasonal farmers' market, previously established in the LCBO parking lot across the street, has been relocated to the King George property, further reinforcing its value as a public park.

- Two large, privately-owned open spaces, the former John Deere Dealership and the former Toyota Dealership, are situated at each extremity of Main Street, in residential settings, and are conducive to development projects.

Street Furniture



- Street furniture is limited along Main Street and what exists is typically concentrated on the King George property.
- There is no consistency in the style of benches, tables and garbage cans.
- The location and number of waste receptacles has led to the existing planters doubling as trash bins.
- Lampposts are affixed high on the electric poles and possess a highway aesthetic designed for fast-moving vehicular traffic.
- The presence of residential and church properties provides greenery in the front setbacks at the peripheries of the commercial core; however there is little in the way of landscaping or street trees in the central commercial area.
- The seasonal tourism kiosk is placed in the LCBO parking abutted against an adjacent building and can be easily overlooked by passers-by.

Public Art



- Public art in Maxville is limited in scope, but is strategically visible.
- The seasonal installation of banners representing clan tartans embellishes the streetscape while promoting the strong Scottish heritage of the community.
- A modest Celtic-themed mural has been created on the side of a privately-owned commercial building that reflects both the nature of the shop and the roots of the community.
- A large painted wood statue of a Highland Piper greets people as they arrive in Maxville and reinforces the Celtic roots and pride of the community.

Signage



- Commercial, way-finding and municipal signs are of varying styles and lack uniformity.
- Private commercial signage is not overwhelmingly abundant and apart from a few exceptions, is reasonable in terms of quantity, colour and dimensions.
- Some signage is poorly maintained, or abandoned. Other signs are not clearly visible due to their placement or obstruction, and still others overwhelmed by large commercial billboards.
- There is a lack of signage identifying points of interest, parks, services and public places.

Re-Imagining Main Street Maxville

The eight (8) questions outlined below were formulated to address overarching issues and themes that emerged from a series of surveys. Said surveys include: a public survey undertaken during the annual Maxville Village Sidewalk Sale, a site survey conducted by an Urban Planner, several site visits, meetings with the Community Improvement Plan (CIP) Working Group, informal discussions with members of the community, an analysis of Maxville Main Street then and now photographs, and historical research.

After exploring Maxville past and present through a series of photographs, participants were given 20 minutes to brainstorm two-to-three of the pre-assigned questions. The responses jointly developed and publicly presented by the participants are outlined below:

Question 1: What should be Maxville Main Street's overall character?

- Family-friendly
- Historical turn-of-the-century, small town charm
- Green with edible landscaping features

- Emphasize Scottish pride (Bilingual English/Gaelic signs)
- Reflect and embrace our cultural and built heritage
- Small town flavour with development (full stores, not box stores. More housing to increase the population)

Question 2: What measures could render the street pedestrian friendly?

- Reduced on-street parking
- Visible crosswalks at the Post Office, Home Hardware and between the LCBO and King George property
- Replace existing lampposts with shorter ones
- Reduce the speed limit
- Add transport toll booth
- More Stop Signs
- Move Chamber of Commerce Kiosk to the King George property
- Create a community gathering space at the “King George Park”
- Mobile-friendly sidewalks (accessible, strollers)
- Clean streets
- Improve the quality of the sidewalks
- More benches, especially for seniors
- Make the park on the north side more obvious with signage and a clean-up
- Add more benches and a skating rink to the “King George Park”

Question 3: What relationship should Main Street have with the frontage of its churches?

- Remain the same as it is with green frontage and well-maintained
- Plant trees, where possible
- Maintain frontage
- Fine as they are

Question 4: What importance should be given to heritage buildings?

- Try to maintain original heritage look
- Restore/rebuild verandahs
- Informative plaques explaining the history and significance of the buildings
- Funding for improvement and maintenance of heritage buildings
- “Soul of the Village” modelled on the Cornwall example “Heart of the City”
- Beautification of vacant buildings’ windows

Question 5: What would improve the ambiance on the King George property?

- More landscaping, flower bins, or raised flower beds, but leave room for the market
- Small tables and chairs
- More benches
- Heritage mural
- Bandstand or small gazebo
- Stately trees, larger tree canopy
- Skating rink

- Swings/gliders for seniors
- Quaint lighting (LED or solar)
- Flower beds
- Shaded sitting areas
- Use blank walls (ex: screen movie nights)
- Monument and lighting for ambiance
- Seasonal decorations
- More activities
- Public washrooms
- Move kiosk

Question 6: What types of street furniture would be an asset?

- More benches with built-in planters, which would also increase foliage
- Bury the wires and get rid of the poles
- Lower the streetlights which should be for pedestrians, not vehicles
- Add fence/trellis along the Muir wall in "King George Park" with a garden alongside.
- Add canopies on businesses of a similar style and colour with a choice of 3 or 4 types
- Plaques on the historical buildings explaining the building's historical significance
- Planters in front of commercial buildings
- Same benches down Main Street
- Similar garbage receptacles
- Historic lampposts with decrease light intensity in the core commercial zone

Question 7: Should Main Street have more types of public art – suggestions?

- King George mural on Muir’s building
- Should have art displays in the storefronts
- Murals with proper materials
- When Main Street is repaved, “fancify” the crosswalks

Questions 8: What types of signage should be displayed?

- Commercial buildings should have perpendicular signs standardized size and brackets.
- No sandwich signs on sidewalks
- Street name signs should have larger print, be “antiquey”, visible and recessed
- Remove signs not be used (ex: Pronto, John Deere)
- Remove excess wiring – some are “rat nests”
- Improve signage at Main and Mechanic Street and lower the shrubs at the corner for better visibility.
- Lighting on signage
- Don’t be too strict, allow both wall and hanging signs
- Decrease busy signage
- Remove empty, vacant signs
- Install signage linked to walking tour (ex: four churches of Maxville, expand tour)
- Village signs and banners
- Improve Fairgrounds signage and character (importance of the games)
- Signs outside the Village should use “Celtic Heartland” branding

- Use tartans on signs

Other suggestions and comments submitted by participants:

- Public washrooms possible in the “King George Park” area.
- Add more parking lots
- Have a “Clean the Town Day” and encourage students do their community hours.
- Have music or community events at “King George Park” (movies, concerts, etc.)
- Do some “weed” control
- More frequent street cleaning by the Township
- Hold guided tours during festivals

Conclusion

Re-Imagining Main Street Maxville provided an opportunity to reflect on the image and characteristics of the physical environment of downtown Maxville and to engage the community in a discussion on their vision of the future.

Several areas for potential actions were proposed to enhance and highlight the assets of the area and a general consensus was achieved with respect to the desired image of Maxville Main Street, which features:

- The re-appropriation of the downtown by the community through pedestrian-friendly initiatives relating to lighting, way-finding signage, public art and street furniture.
- The preservation, beautification and promotion of the recreational space on the former King George Hotel property, which is locally-known as “King George Park”, and its reinforcement as a key public space in the heart of Main Street Maxville.
- Improving the appeal and condition of buildings and commercial signage.
- Harmonious cohabitation of pedestrians and vehicles, through improvements to pedestrian crosswalks, sidewalks, parking, reduced driving speed and a reduction in the nuisances caused by heavy truck traffic.

- The promotion of local history, heritage and Scottish culture.

This public session was a critical step in the preparation of the Community Improvement Plan (CIP) and will help identify opportunities and design solutions, in the goal of creating a Main Street which is a remarkable place to shop, live and do business.

In the months that follow, the Township of North Glengarry and the CIP Working Group will be working on the development of design guidelines, the creation of the framework for an incentive program and the preparation of an architectural rendering that will be presented to the community during a subsequent Town Hall meeting.

A special thank you is extended to the various individuals and organizations for their invaluable contribution to the Re-Imagining Main Street Maxville Town Hall and to the inventory of historic photographs that was gathered for this visioning exercise, including:

The Glengarry Archives and Archivist, Alan MacDonald
The Maxville & District Chamber of Commerce
The dedicated members of Arts, Culture and Heritage Advisory Committee
Le Centre Culturel les Trois p'tits points and its Director, Nicole Geoffrion
The Pioneer Museum
Maxville Manor
Dane Lanken
The members of North Glengarry Township Council

ⁱ Ecologydictionary.org. http://www.ecologydictionary.org/HUMAN_ENVIRONMENT (June 11, 2015)

ⁱⁱ Simple English Wikipedia. https://simple.wikipedia.org/wiki/Natural_environment (June 11, 2015)

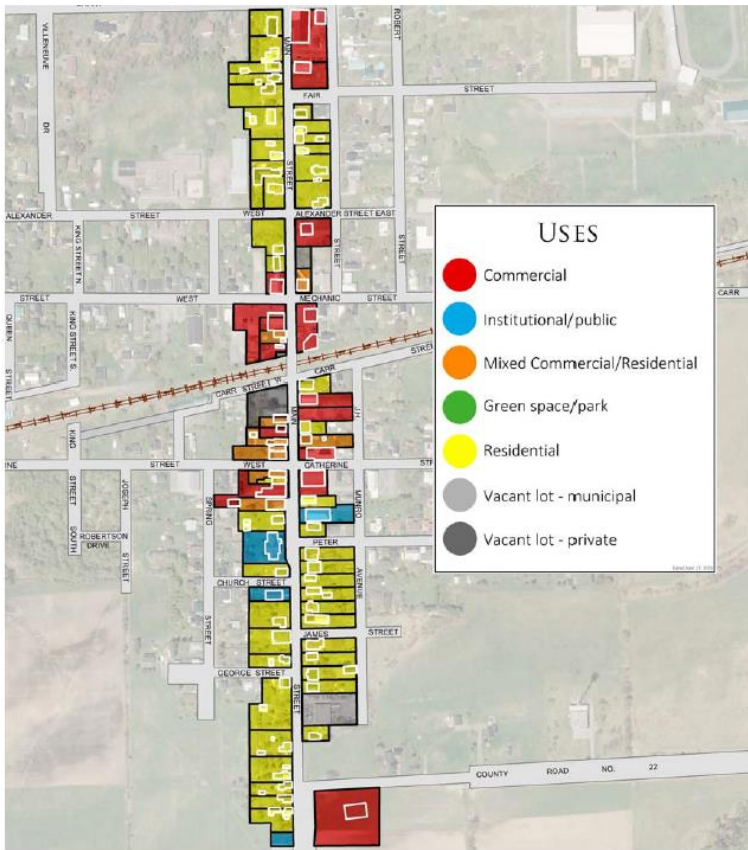
ⁱⁱⁱ Wikipedia. The Free Encyclopedia. https://en.wikipedia.org/wiki/Built_environment (June 11, 2015)

Annex 1

Power Point Presentation: Re-Imagining Main Street Maxville – June 24, 2015

Annex 2

Uses on Main Street Maxville – June 2015



APPENDIX 4: BY-LAW 32-2018 DESIGNATING THE CIP PROJECT AREAS

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW No. 32-2018

A By-law to Designate Community Improvement Project Areas within the Corporation of the Township of North Glengarry.

WHEREAS the Council of the Corporation of the Township of North Glengarry has an Official Plan that contains provisions relating to community improvement;

AND WHEREAS the lands hereinafter described are part of that area covered by the Official Plan of the Township of North Glengarry;

AND WHEREAS Section 28 (2) the *Planning Act*, R.S.O. 1990, Chapter P. 13, as amended, states that where there is an Official Plan in effect in a local municipality that contains provisions relating to community improvement in the municipality, the council of the municipality may, by By-law, designate the whole or any part of an area covered by such an official plan as a community improvement project area for the purpose of preparing a Community Improvement Plan;

AND WHEREAS Section 28(1) of the *Planning Act* defines a ‘community improvement project area’ as a “municipality or an area within a municipality, the community improvement of which in the opinion of the council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason”;

AND WHEREAS the Council of the Township of North Glengarry deems it expedient and in the interest of the municipality to designate the lands hereinafter described as the Township of North Glengarry Community Improvement Project Areas;

AND WHEREAS the Municipality did adopt By-law No. 33-2017 on August 8th, 2017;

AND WHEREAS the Municipality wishes to amend By-law No. 33-2018 as it pertains to the designation of lands;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY HEREBY ENACTS AS FOLLOWS:

1. Pursuant to Section 28 (2) of the *Planning Act*, R.S.O. 1990, as amended, the following lands are hereby designated as Community Improvement Project Areas and that these areas of land and premises situated, being in the Township of North Glengarry and being composed of those areas of land which are shown on Schedules “A-1, A-2, B-1, B-2, B-3, B-4, B-5, B-6, B-7, B-8 and C” attached and referred to hereto as the Township of North Glengarry Community Improvement Project Areas, be more particularly describe as follows:
 - A. That the Community Improvement Project Areas, as illustrated by “Schedule A-1” and “Schedule A-2”, are hereby designated as the Urban Village Areas; and,
 - B. That the Community Improvement Project Areas, as illustrated by “Schedule B-1”, “Schedule B-2”, “Schedule B-3”, “Schedule B-4”, “Schedule B-5”, “Schedule B-6”, “Schedule B-7”, and “Schedule B-8”, are hereby designated as the Rural Hamlets Areas; and,
 - C. That the Community Improvement Project Area, as illustrated by “Schedule C” is hereby designated as the Commercial Fringe Areas, Industrial Zones, and Identified Buildings of Significant Heritage Interest.
 - D. That the Community Improvement Project Area, as illustrated by “Schedule D” is hereby designated as the Regional Incentives Area.

2. That this By-law shall come into full force and take effect on the final passage thereof.

READ a first, second, third time and enacted in Open Council this 25th day of June, 2018.

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

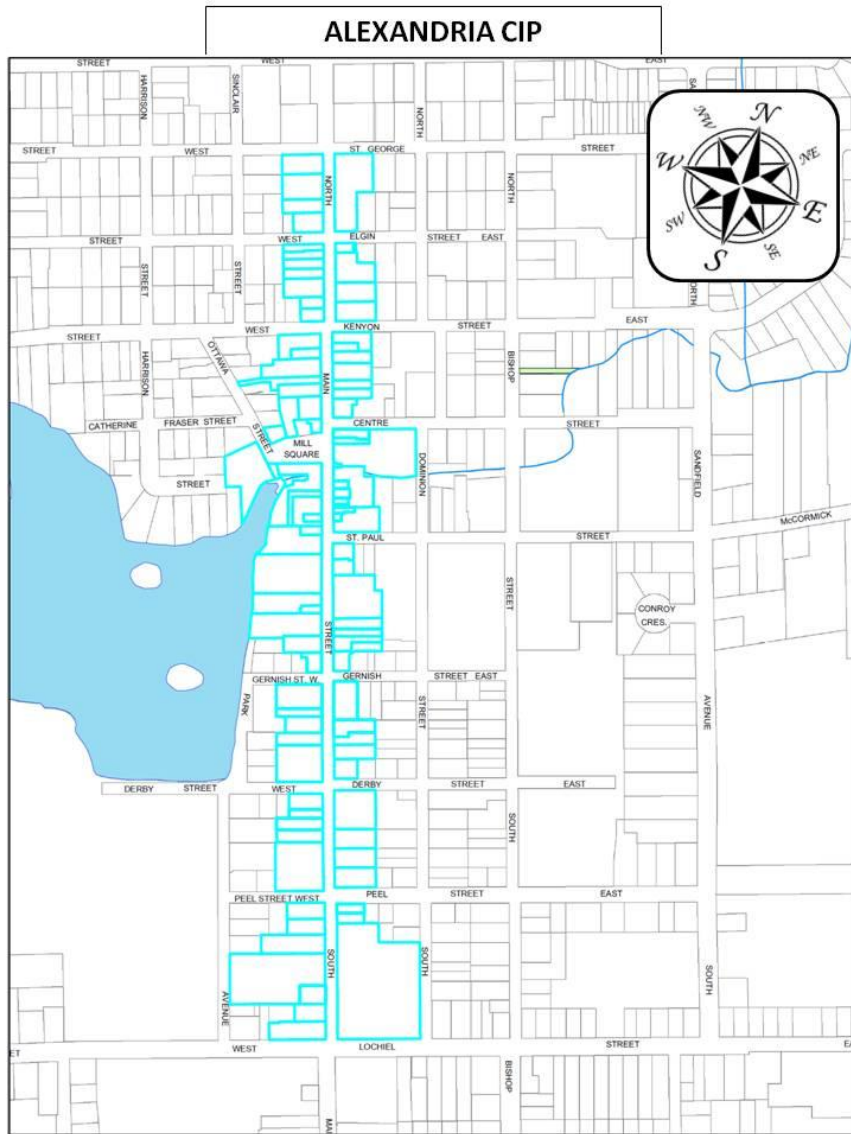
I hereby certify this to be a true copy of By-law No. 32-2018, and that such by-law is in full force and effect.

Date Certified

CAO/Clerk / Deputy Clerk

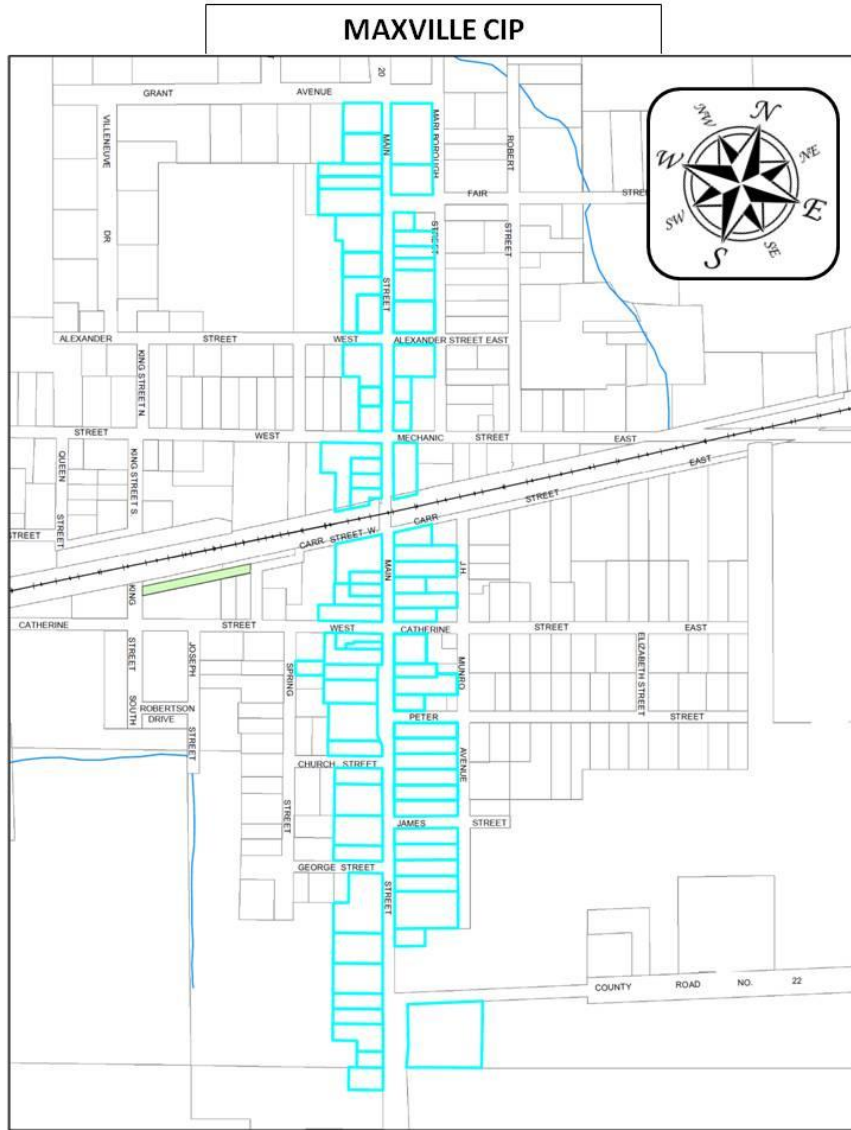
Schedule "A-1" to By-Law 32-2018

"URBAN VILLAGE AREAS"



Schedule "A-2" to By-Law 32-2018

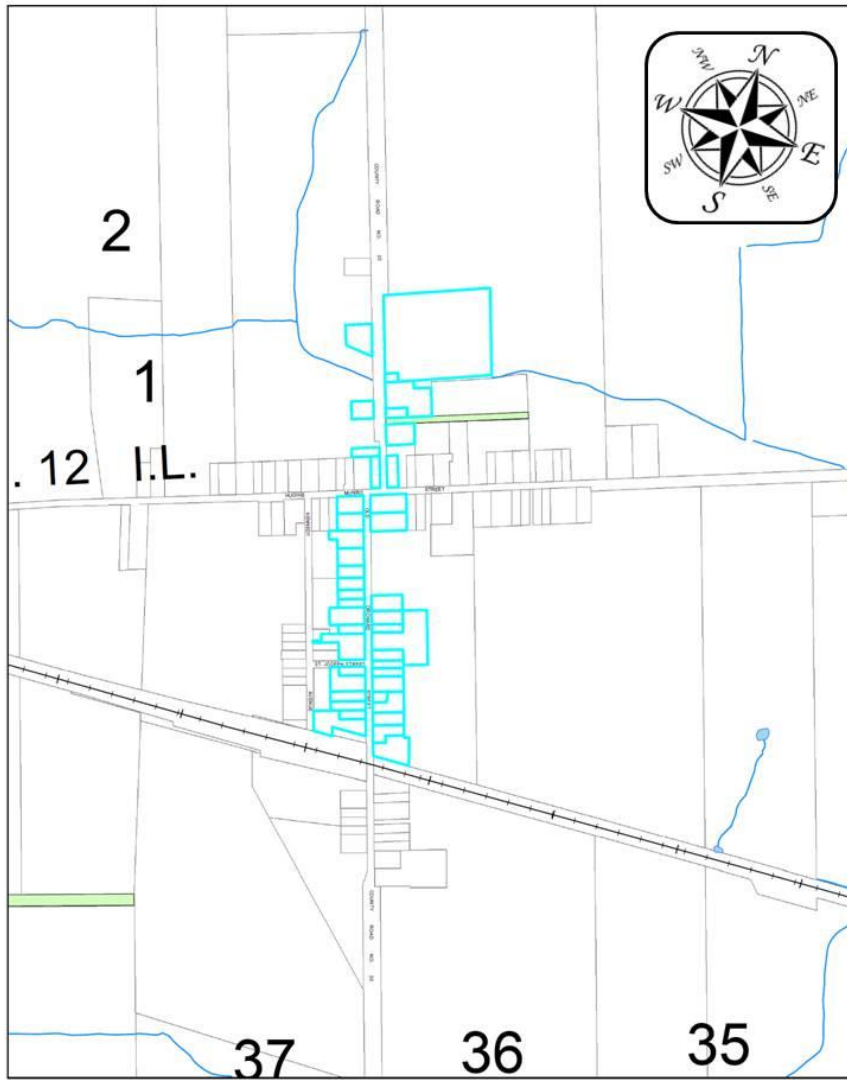
"URBAN VILLAGE AREAS"



Schedule "B-1" to By-Law 32-2018

"RURAL HAMLETS AREAS"

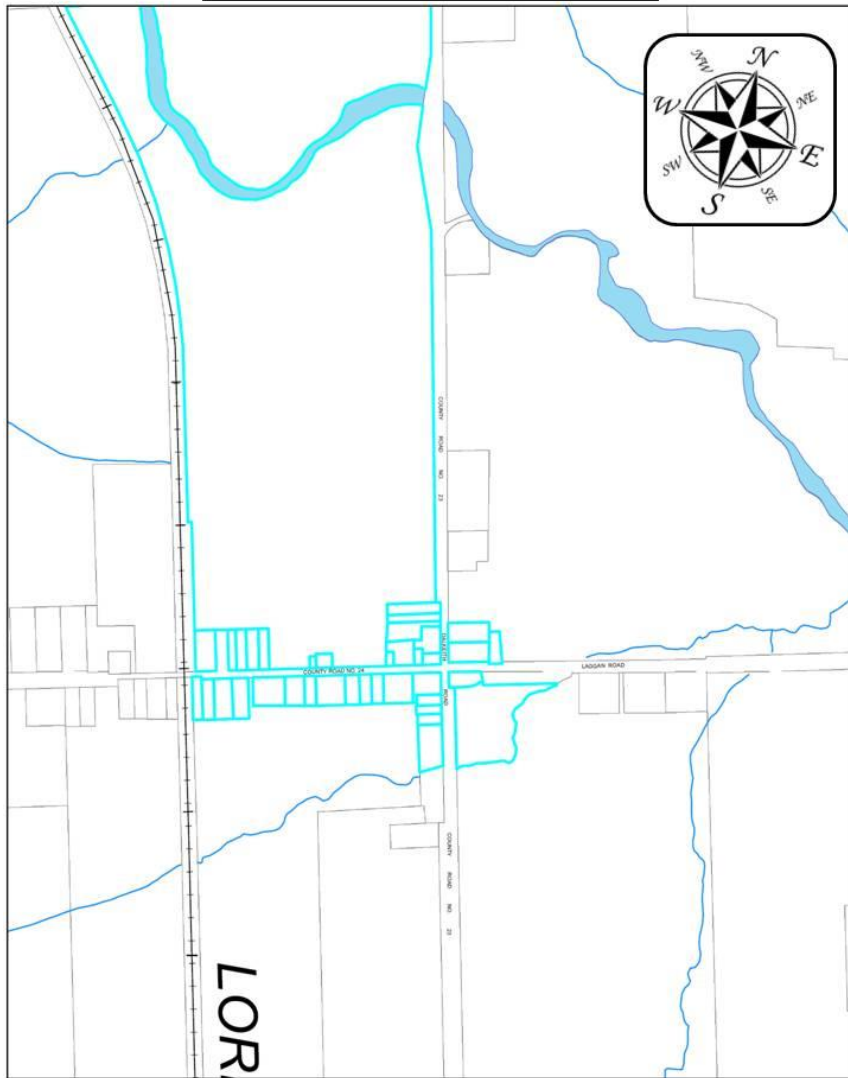
APPLE HILL CIP



Schedule "B-2" to By-Law 32-2018

"RURAL HAMLETS AREAS"

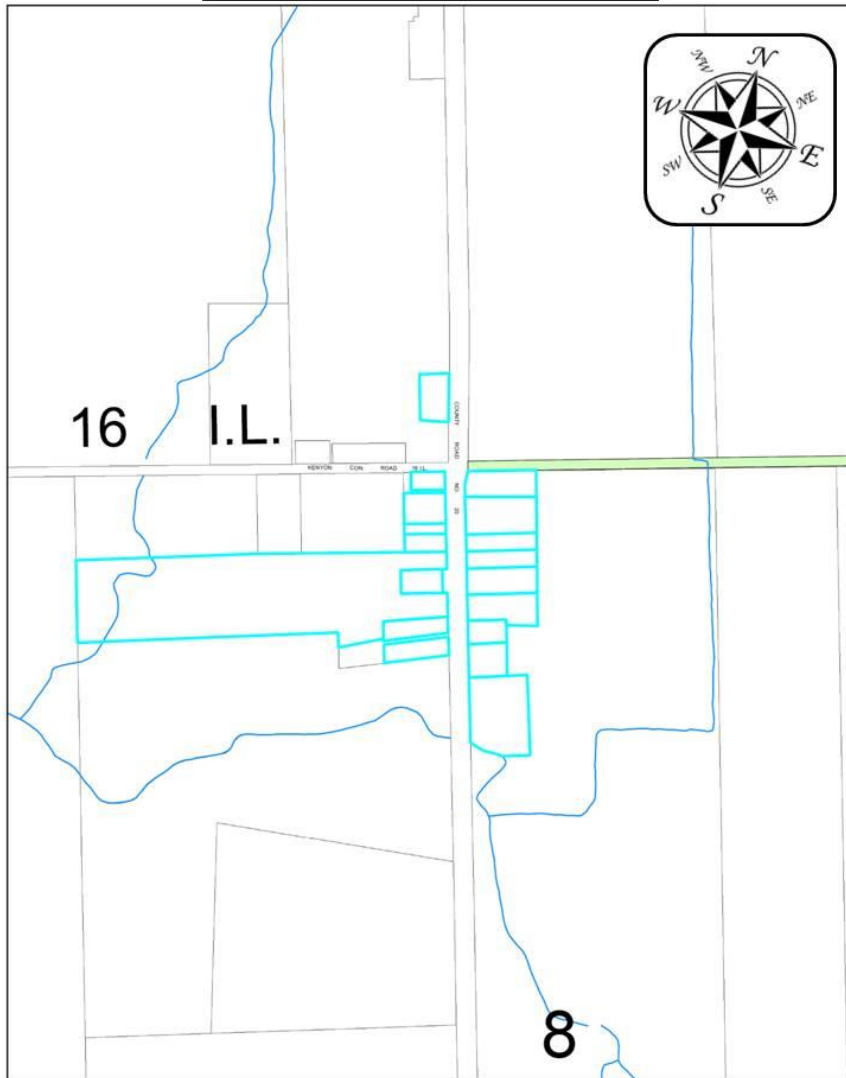
DALKEITH CIP



Schedule "B-3" to By-Law 32-2018

"RURAL HAMLETS AREAS"

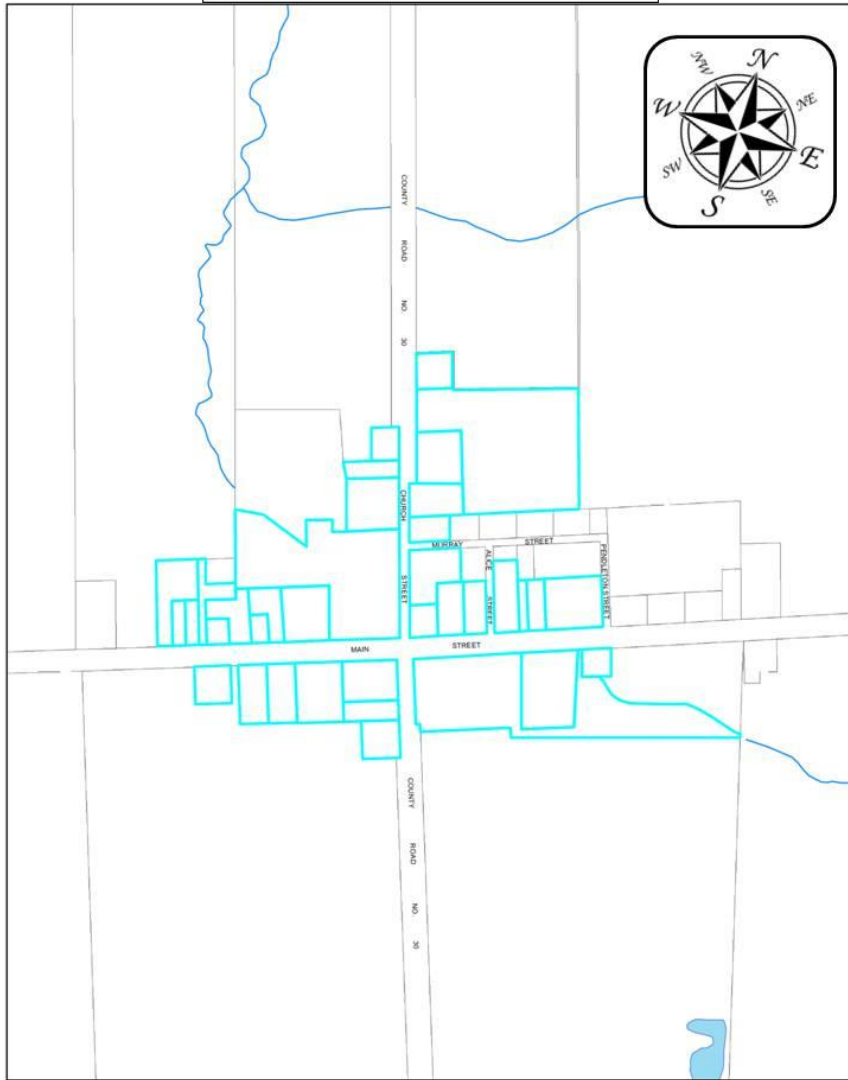
DOMINIONVILLE CIP



Schedule "B-4" to By-Law 32-2018

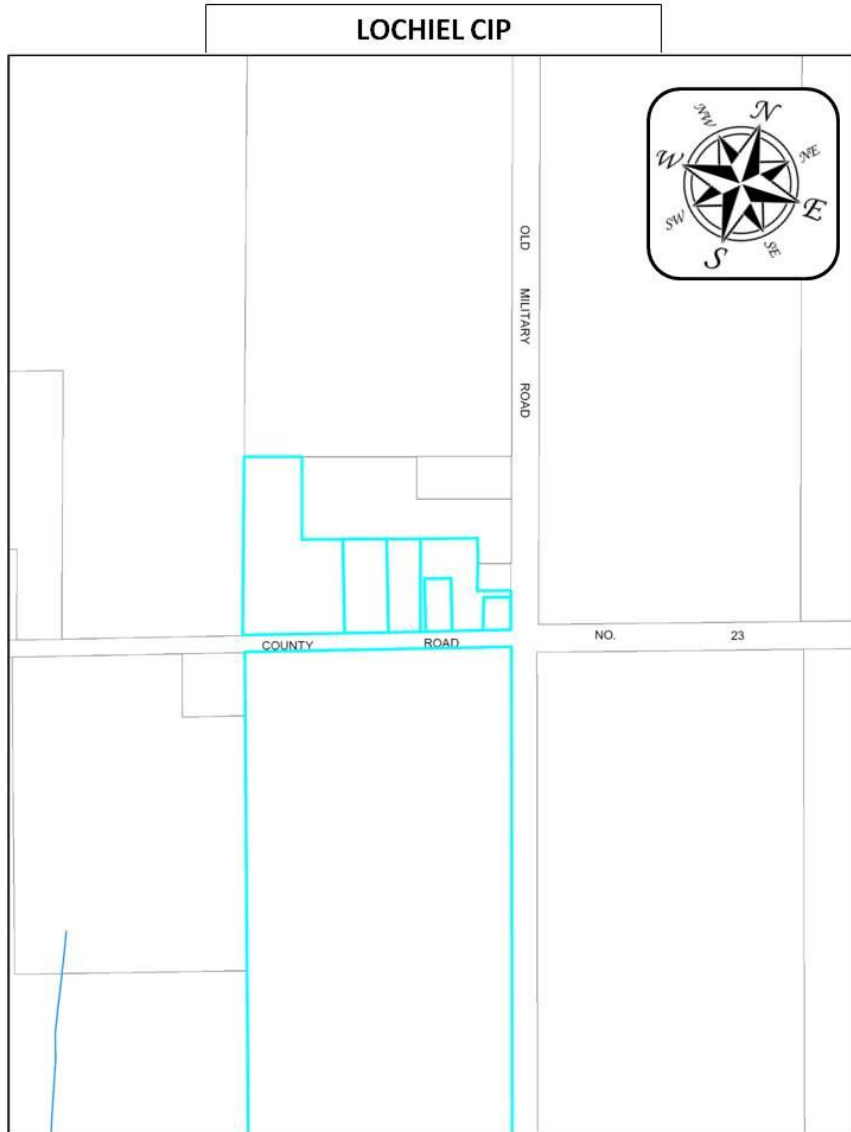
"RURAL HAMLETS AREAS"

DUNVEGAN CIP



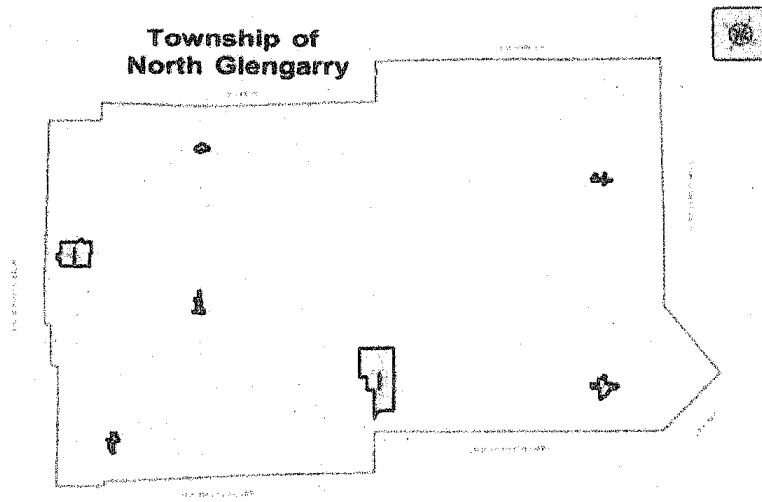
Schedule "B-8" to By-Law 32-2018

"RURAL HAMLETS AREAS"



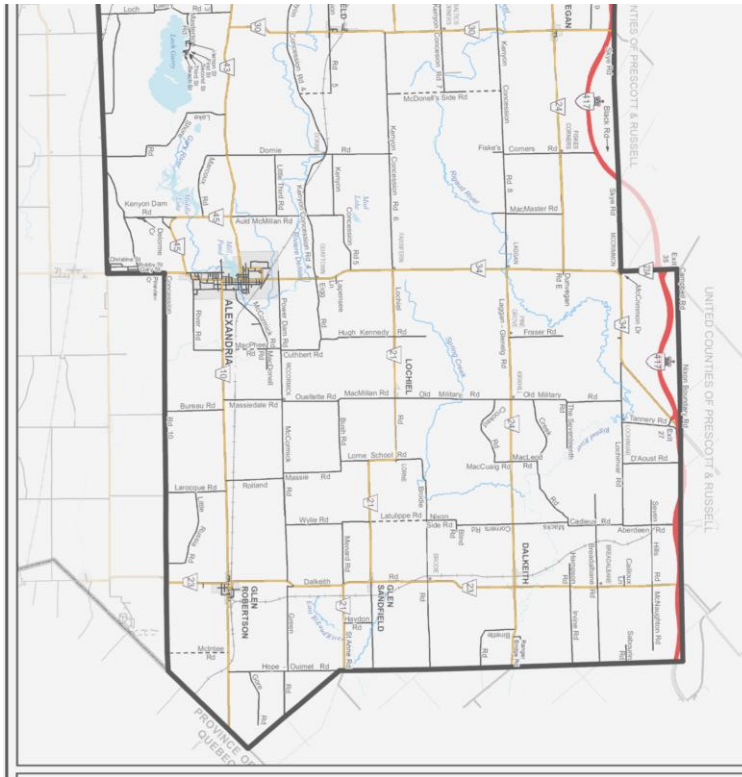
Schedule "C" to By-Law 32-2018

COMMERCIAL FRINGE AREAS, INDUSTRIAL ZONES AND
IDENTIFIED BUILDINGS OF SIGNIFICANT HERITAGE INTEREST



Schedule "D" to By-Law 32-2018

"REGIONAL INCENTIVES AREA"

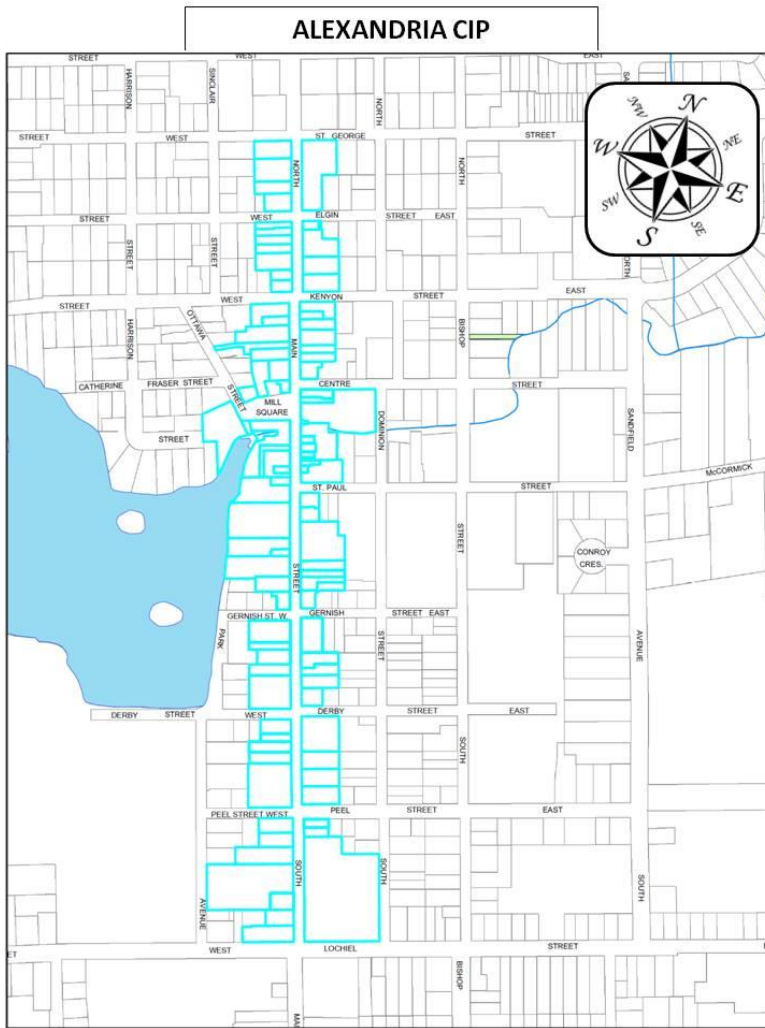


APPENDIX 5: CIP PROJECT AREA DESCRIPTIONS

Phase One (Year 1 – 2)

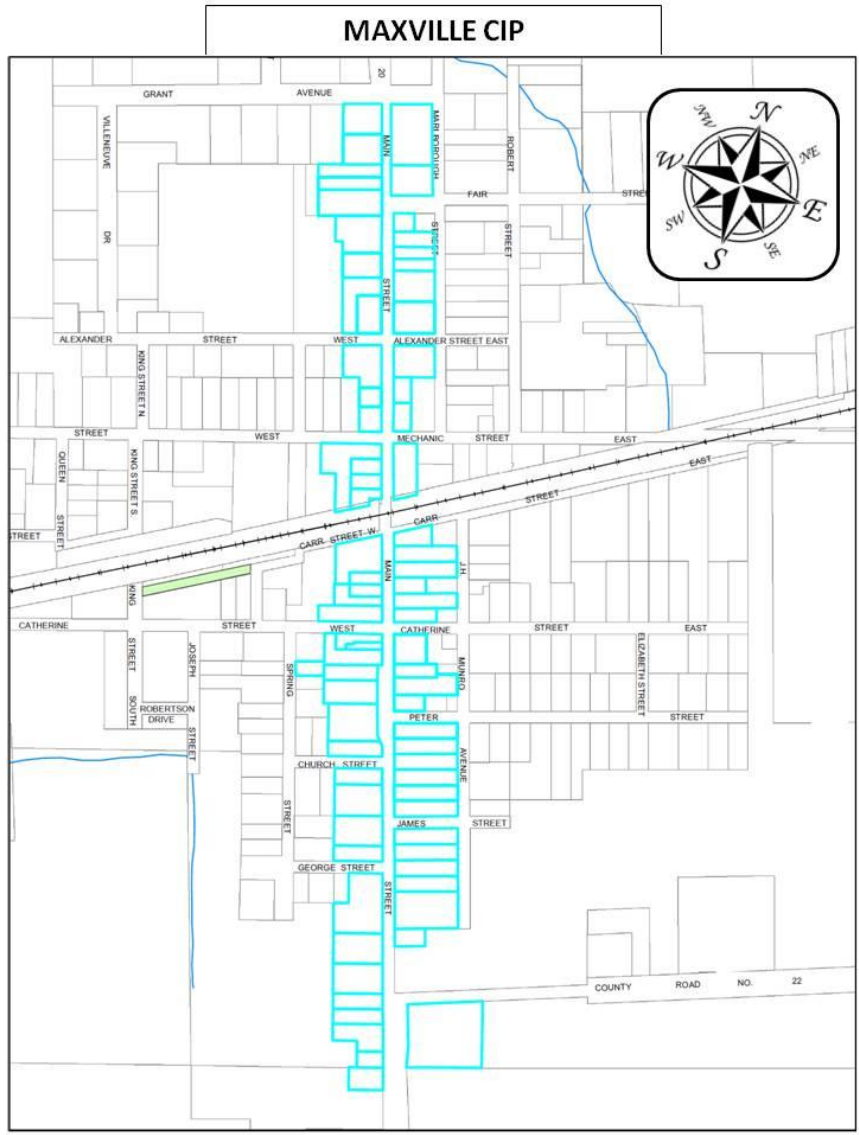
Alexandria

The Community Improvement Area for the downtown of Alexandria is situated along the main North-South corridor of SDG Highway 34 / Main Street, between Lochiel and St. George Streets, including the area of Mill Square.



Maxville

The Community Improvement Area for the Village of Maxville is situated along the main North-South corridor of County Road 20/Main Street, between County Road 22 and Grant Avenue.

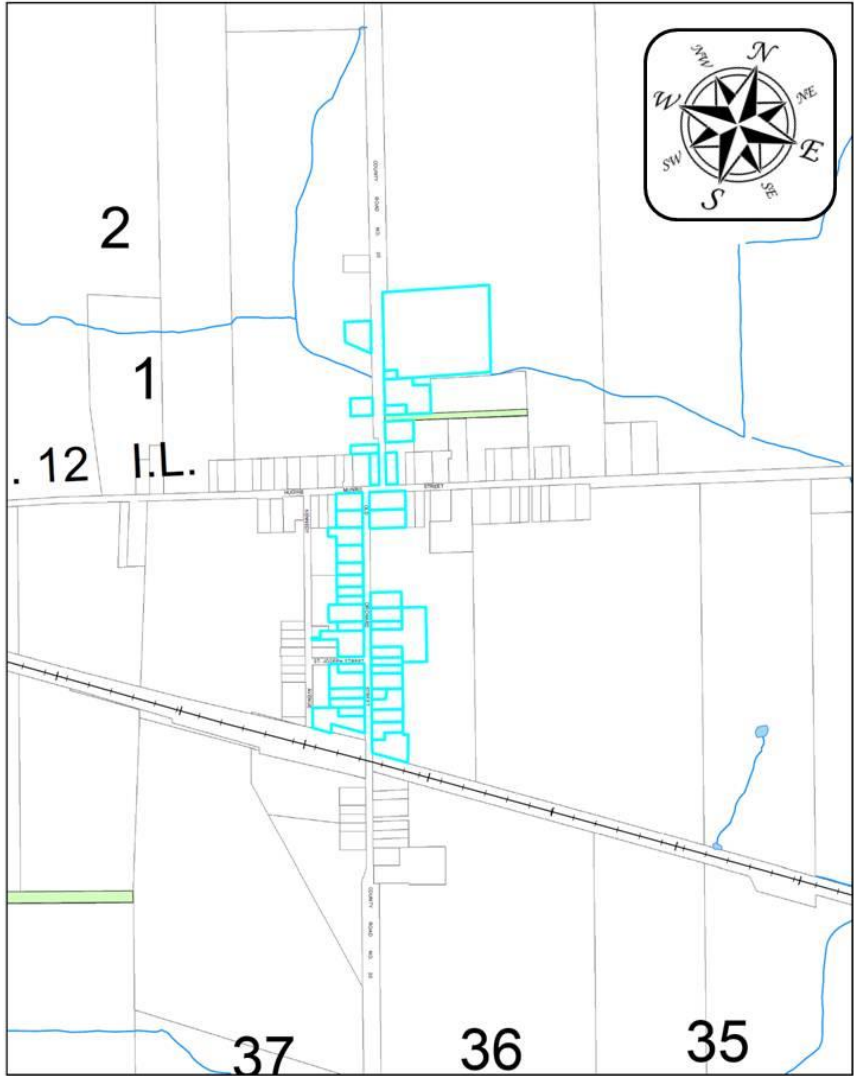


Phase Two (Year 3)

Rural Hamlet – Apple Hill

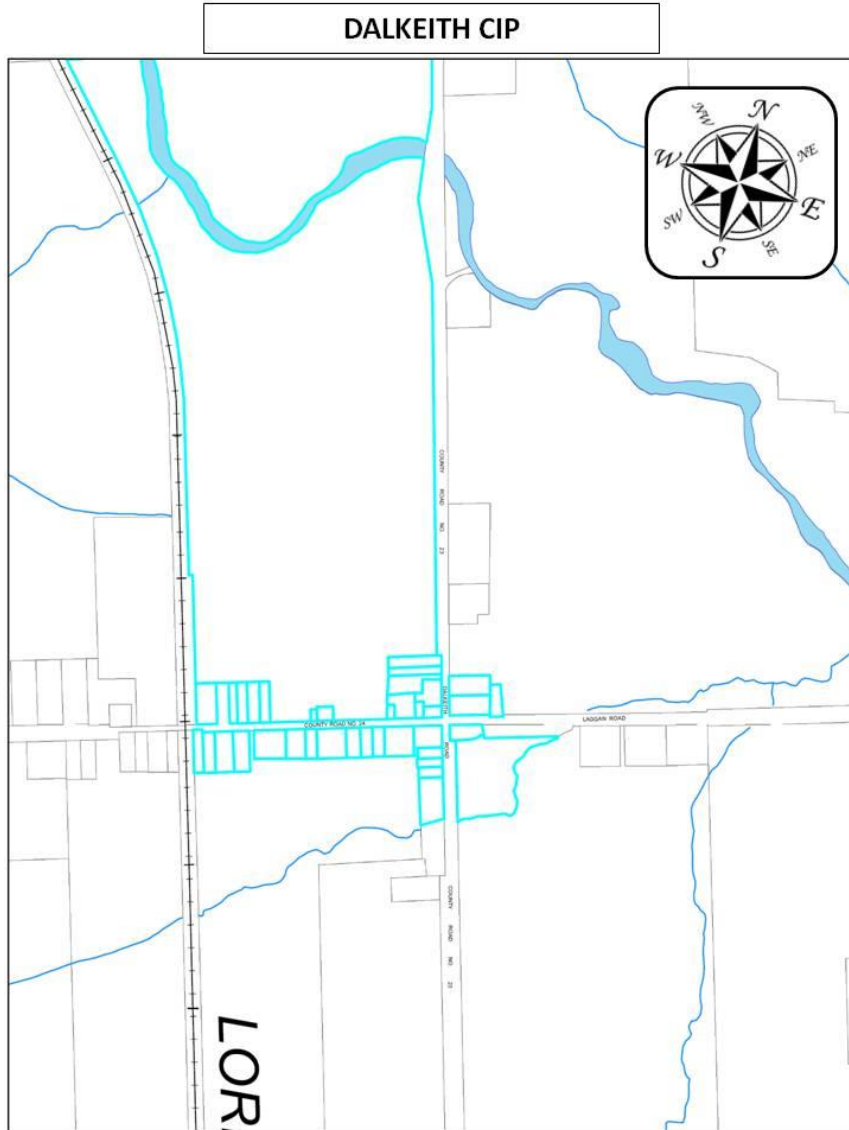
The Community Improvement Area for the Hamlet of Apple Hill is situated between the civic addresses of 3685 and 3771 situated along the main North-South corridor of County Road 20

APPLE HILL CIP



Rural Hamlet – Dalkeith

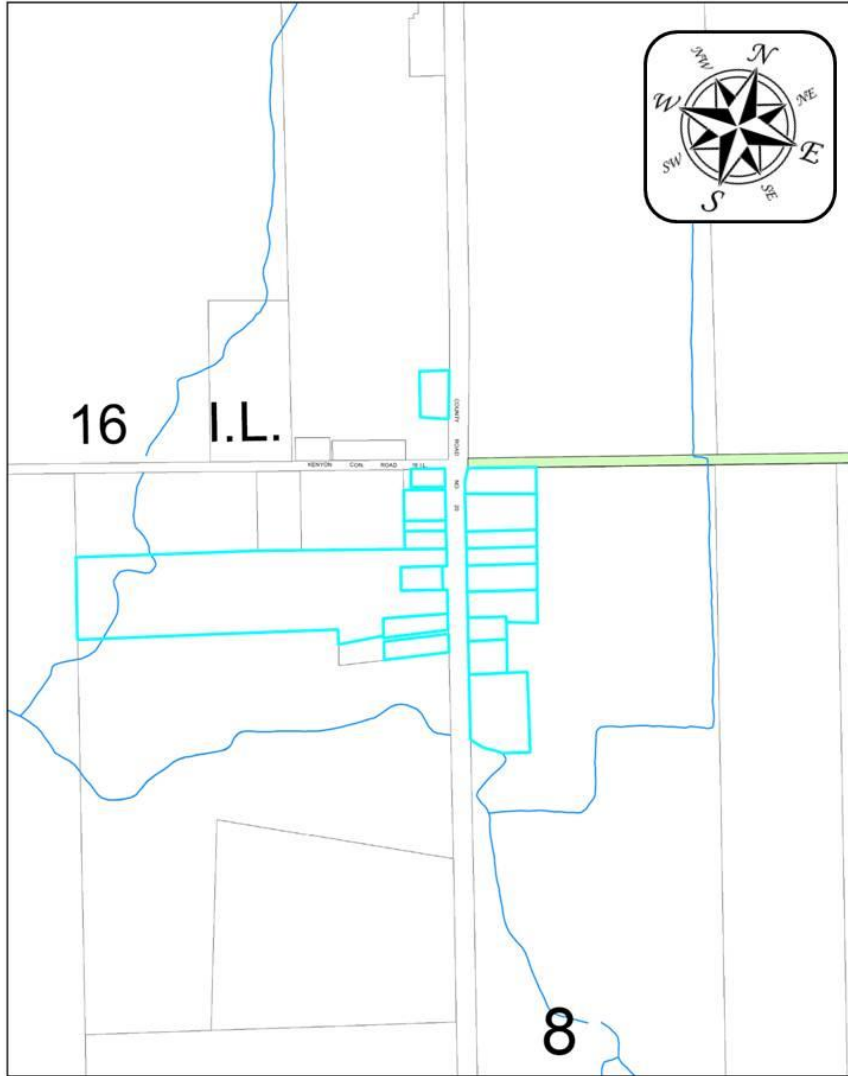
The Community Improvement Area for the Hamlet of Dalkeith is situated between the civic addresses of 1860 and 1886 situated along the main North-South corridor of County Road 23 and the civic addresses of 21892 and 21965 situated along the main East-West corridor of County Road 24



Rural Hamlet – Dominionville

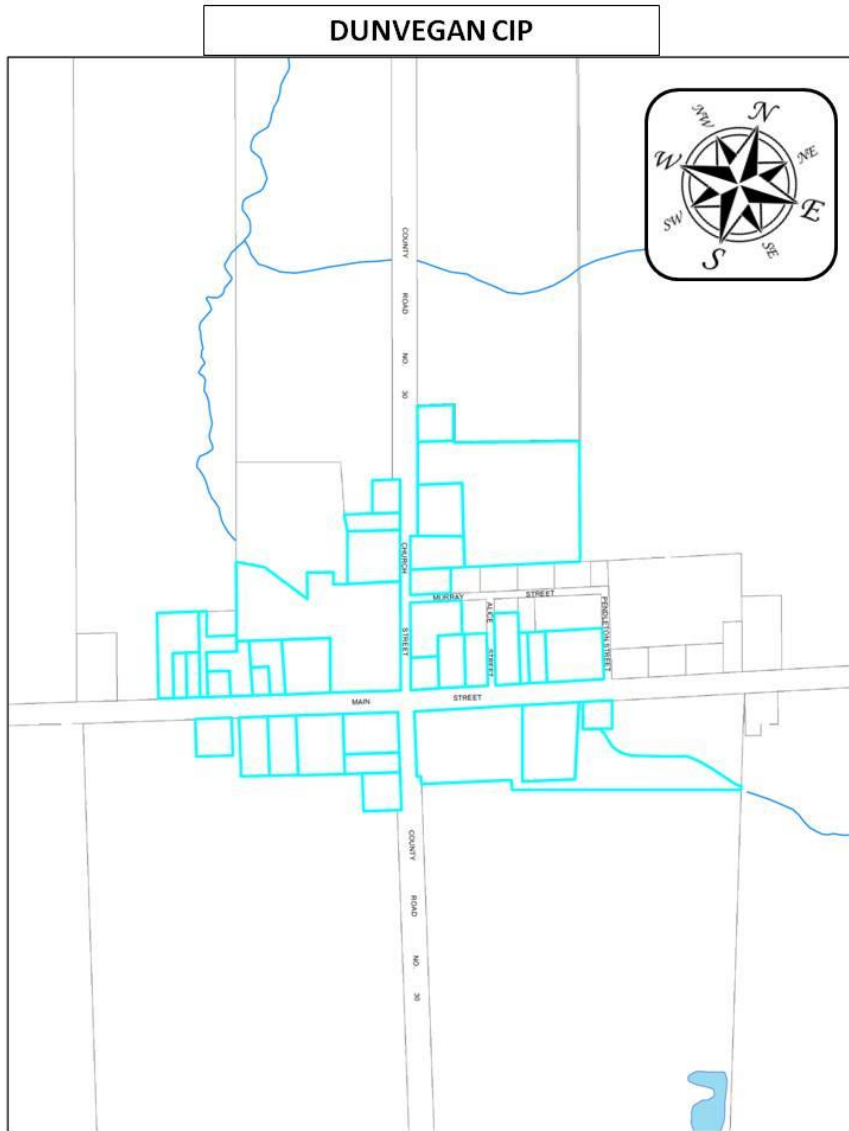
The Community Improvement Area for the Hamlet of Dominionville is situated between the civic addresses of 2862 and 2926 situated along the main North-South corridor of County Road 20.

DOMINIONVILLE CIP



Rural Hamlet – Dunvegan

The Community Improvement Area for the Hamlet of Dunvegan is situated between the civic addresses of 1595 and 1654 situated along the main North-South corridor of County Road 30 and the civic addresses of 19041 and 19110 situated along the main East-West corridor of County Road 24.



Rural Hamlet – Glen Robertson

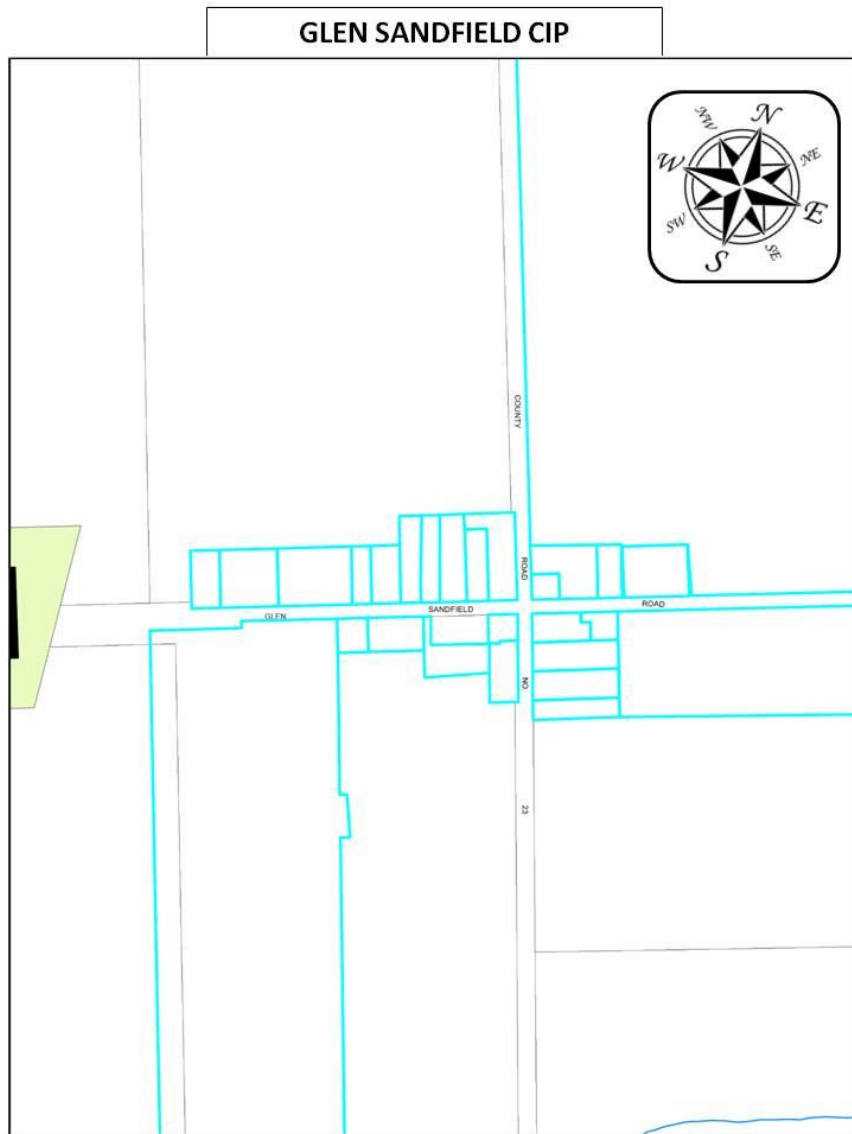
The Community Improvement Area for the Hamlet of Glen Robertson is situated between the civic addresses of 21994 and 21875 along the main East-West corridor of County Road 10.

GLEN ROBERTSON CIP



Rural Hamlet – Glen Sandfield

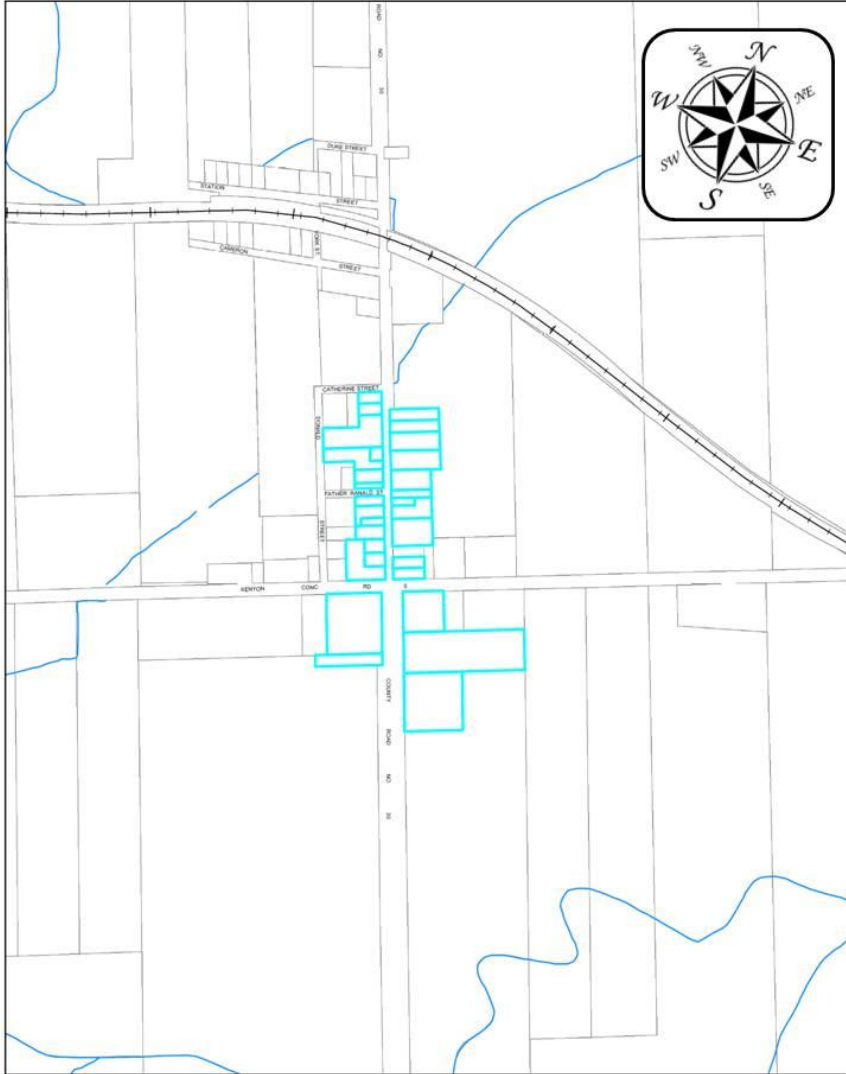
The Community Improvement Area for the Hamlet of Glen Sandfield is situated between the civic addresses of 2601 and 2631 along the main North-South corridor of County Road 23 and the civic addresses of 21881 and 21945 along the main East-West corridor of County Road 21.



Rural Hamlet – Greenfield

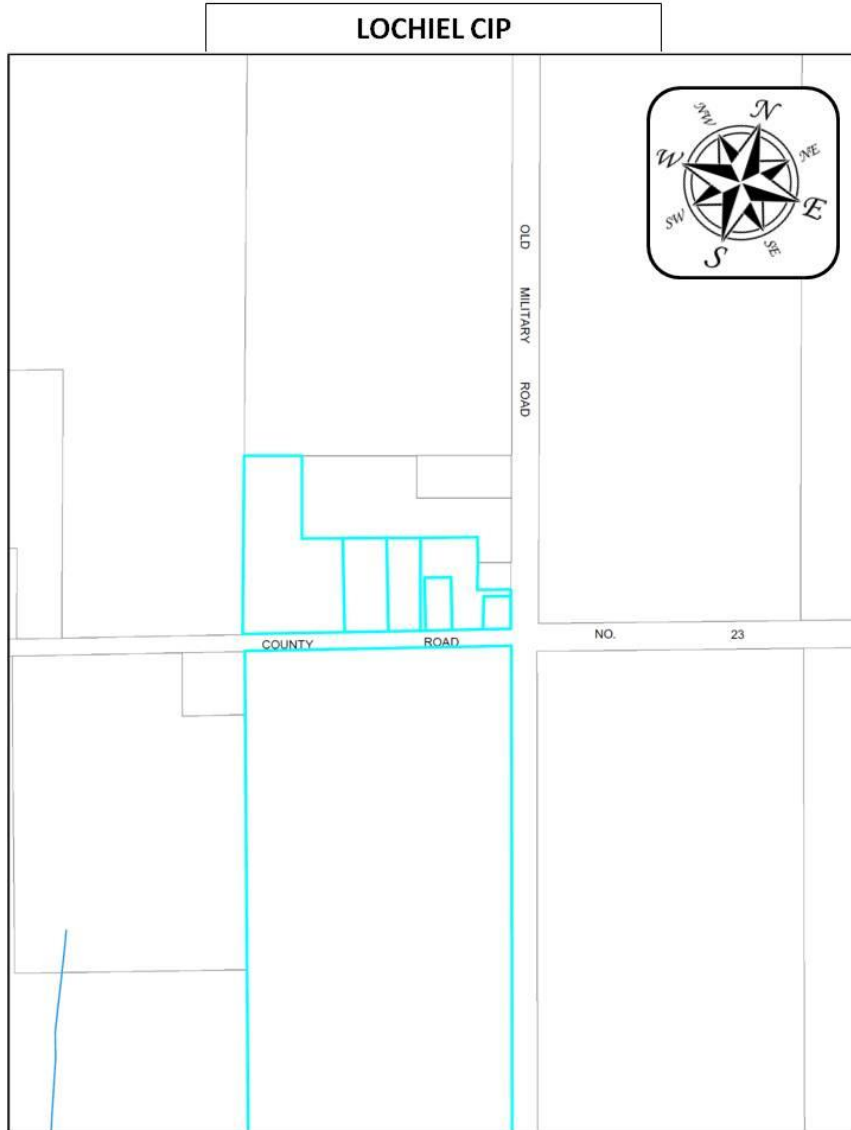
The Community Improvement Area for the Hamlet of Greenfield is situated between the civic addresses of 2776 and 2833 along the main North-South corridor of County Road 30.

GREENFIELD CIP



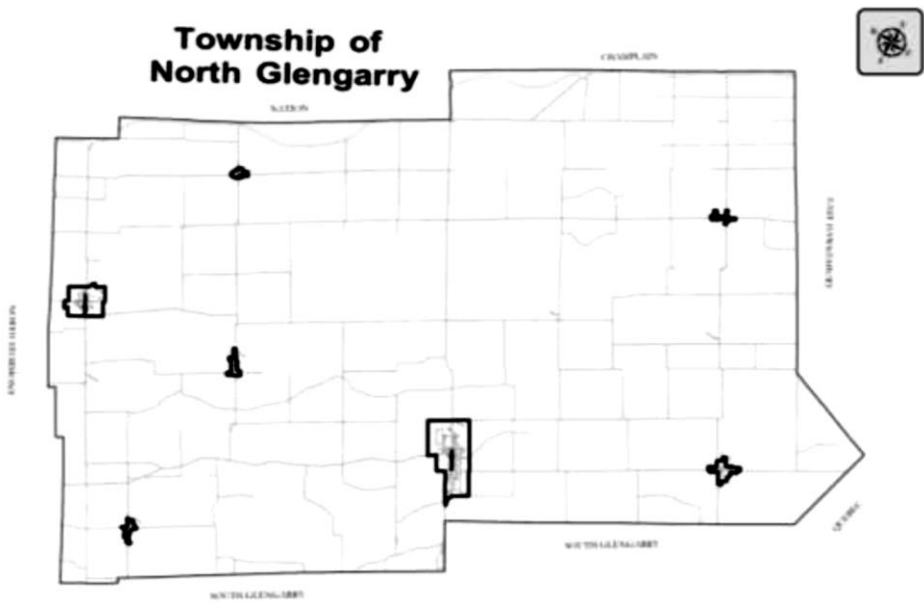
Rural Hamlet – Lochiel

The Community Improvement Area for the Hamlet of Lochiel is situated between the civic addresses of 20963 and 20981 along the main East-West corridor of County Road 23.



Phase Three (Year 4 -5)

All non-residential buildings, as well as buildings that have been identified on the North Glengarry Heritage Register as being of significant heritage interest.



11 SECTION REGIONAL INCENTIVES PROGRAM



REGIONAL INCENTIVES PROGRAM

– March 2021



Where Ontario Began



1 INTRODUCTION AND CONTEXT

1.0 PURPOSE

This section of the Community Improvement Plan (CIP) is supported and funded by the United Counties of Stormont, Dundas and Glengarry (SDG or the County). The County developed these regional incentives as part of a progressive framework to support broad economic development goals. As an upper-tier municipality with six unique local municipalities, SDG provides regional funding through this Program to advance economic priorities with demonstrable County-wide benefits.

Regional economic initiatives focus on projects linked to **agriculture-related uses**, Adaptive re-use of **commercial, industrial, and institutional buildings/structures**, and the development of **roofed accommodations** across the County. The County offers customized financial programs within these areas based on the annual priorities of County Council.

1.1 AUTHORITY UNDER THE *PLANNING ACT*

Section 28 of the *Planning Act* permits local municipalities to adopt CIPs to encourage revitalization, redevelopment, and to advance local economic priorities. These programs help address community planning issues, breathe life into downtowns, and support key sectors within the region.

The *Planning Act* allows upper-tier municipalities to participate in local CIPs through Section 28 (7.2), as follows:

Grants or loans between upper and lower-tier municipalities

The Council of an upper-tier municipality may make grants or loans to the council of a lower-tier municipality and the council of a lower-tier municipality may make grants or loans to the council of the upper-tier municipality, for the purposes of carrying out a community improvement plan that has come into effect, on such terms as to security, and otherwise, as the council considers appropriate. This can only be done if the official plan of the municipality making the grant or loan contains provisions relating to the making of such grants or loans.

1.1.1 SDG OFFICIAL PLAN

The SDG Official Plan serves as the Official Plan for the entire region. This Plan includes two key policies that support the County's participation in local CIP programs:

3.5.1.10 Community Improvement

Local municipalities may undertake community improvement projects as authorized under Section 28 of the *Planning Act* (see Section 8.12.5). County Council may also make grants or loans to the Council of a lower tier municipality for the purpose of carrying out a community improvement plan, on such terms as Council considers appropriate.

8.12.5 Community Improvement

1. A Local municipality may, subject to the provisions of the *Planning Act*, carry out physical improvements within the community. The County may also make grants or loans to the Council of a local municipality for the purpose of carrying out a community improvement plan, on such terms as Council considers appropriate. In establishing a Community Improvement Area, consideration shall be

given to the following matters:

- a. The extent or deficiencies in public services, public service facilities or infrastructure;
 - b. Building stock, including municipal buildings, which do not meet a Local Municipality's Property Standards By-law;
 - c. The presence of vacant buildings/lands that could be developed, re-developed or converted to another use;
 - d. The opportunity to expand the supply of housing;
 - e. The need to improve the streetscape or aesthetics of an area;
 - f. The presence of incompatible land uses;
 - g. The presence of older industrial lands (e.g. brownfields) that exhibit deficiencies but provide opportunities for redevelopment;
2. The intent of this Plan is to recognize the entire County as a Community Improvement Area eligible for the establishment of one or more Community Improvement Project Areas. A local Municipality may implement measures for Community Improvement including, but not limited to:
- a. The designation of Community Improvement Project Areas by By-law and the preparation of Community Improvement Plans for one or more project areas.
 - b. Scheduling community improvement projects in accordance with municipal budgets.
 - c. Enforcement of the Property Standards By-law.
 - d. Utilizing senior government funding programs and/or partnering or soliciting financial support or contributions in kind from the public or private sector.
 - e. Supporting, through the development of land use and design criteria, proposals for conversion, infill, redevelopment or intensification of land or buildings.
 - f. Pursuant to Section 28 (3) of the Planning Act, a Local municipality may acquire and clear land for the purposes of implementing a program of community improvement.
 - g. Preparing appropriate policies and guidelines to direct streetscape improvements in residential, commercial and industrial areas.
 - h. Providing and encouraging buffering techniques to reduce the impact of incompatible land uses using mechanisms such as site plan control and development permits.
 - i. Considering the use of property tax or other financial incentives for the redevelopment of 'Brownfield', older industrial areas, commercial areas, or other areas considered suitable for redevelopment.
 - j. Supporting Municipal Heritage Committee and heritage conservation initiatives as set out in the heritage policies of this Plan.
 - k. Providing grants or loans to the registered Owners or assessed Owners of lands and buildings within a community improvement project area to pay for the whole or any part of the cost of rehabilitating such lands, or in undertaking other measures which conform to the community improvement plan.
 - l. To reduce flooding in hazard or flood prone lands by encouraging the conservation authorities to develop and identify a two-zone concept for flood plain management in areas of historical development.

1.2 REGIONAL CONTEXT

The SDG Regional Incentives Program and Action Plan was implemented in 2018 after a year of review and public consultations. The program supports strategic economic development initiatives in the following areas:

- Tourism, agriculture-related, agri-tourism uses, and facility improvement projects.
- Adaptive re-use of commercial, institutional, and industrial buildings.
- Development of permanent, roofed accommodations.

Regional financial incentives are available in the following municipalities:

- The Township of North Dundas
- The Municipality of South Dundas
- The Township of North Stormont
- The Township of South Stormont
- The Township of North Glengarry
- The Township of South Glengarry

The SDG Regional Incentives Program is incorporated into each local municipal Community Improvement Plan (CIP) and offers additional economic development tools. In some cases, different components of a project may be eligible for both local and County funding, subject to the general criteria outlined in Section 2.2.

1.3 SDG REGIONAL ECONOMIC GOALS

1. Stimulate investment in tourism and in the agricultural sector by funding diverse, on-farm expansions and agri-tourism.
2. Encourage redevelopment and private sector investment in existing building stock within the County to support employment, reduce the number of vacant commercial, institutional and industrial buildings, and increase the assessment base.
3. Increase the amount of permanent roofed accommodations within the County to specifically accommodate for an increase in tourism establishments that cater to short-term accommodations.

1.4 SDG REGIONAL INCENTIVES PROGRAM AREA

The approved Program area includes all lands within the local municipality. These lands have been designated by Municipal By-law.

The financial incentives included in this plan may be available to registered **Owners** or **Tenants** (upon written consent of the **Owner**) of land or buildings within the Program area.

2. FINANCIAL INCENTIVES

2.0 GENERAL

The County believes that providing 50% matching grant funding is one of the most direct, predictable, and simplest ways to stimulate private sector investment; attract and retain businesses; and increase taxable assessment within the region. These grants are available to eligible property **Owners** and authorized **Tenants**, including bona fide non-profit organizations. While some bona fide non-profit organizations are eligible for funding, **local municipalities and other governmental or quasi-governmental organizations; including**

conservation authorities, schools, hospitals, libraries, etc., are not eligible for funding.

See Section 2.2 for further details.

Where a property is eligible for local municipal funding through one element of the local CIP (e.g. Façade improvement), Regional Incentives Program funding will generally not be available for the same improvement. *However*, the County may fund a different type of improvement on the same property (e.g. landscaping), as part of the overall project.

An application for any financial incentive program contained within the Regional Incentives Program must include plans, estimates, contracts, reports and other details, as required to satisfy the **Regional Incentives Program Approvals Committee and Council**.

Funding under the Regional Incentives Program will flow to the local municipality where the successful application is situated and not to the applicant. Eligible grants will then be dispersed from the municipality to the applicant(s).

Grant payments will be allocated upon completion of the Program works, final inspection and approval, and/or issuance of any required certificates.

2.1 REGIONAL FINANCIAL GRANTS

The following grants are available under this Program, subject to the availability of County resources:

1. Façade, Signage, and Property Improvement Grant.
2. Building Improvement/Restoration Grant.
3. Building Conversion/Expansion Grant.
4. Feasibility, Design, and Study Grant.
5. Planning Application and Permit Fees Grant.

The Regional Incentives Program is a collaborative effort between the County and its local municipalities. Applications will generally be received and initially reviewed by staff of the local municipality. Subsequently, applications will be reviewed by County staff and forwarded to the Regional Incentives Program Approvals Committee. The Regional Incentives Approvals Committee shall be responsible for recommending the approval of Regional Tourism grants to County Council. Final approval for all grants shall rest with County Council, who shall receive a summary report of all recommended grants as soon as reasonably possible after each Committee meeting. Subsequent to Council approval, the Regional Incentives Program Approvals Committee shall advise applicants of the success of their applications.

The composition of the Regional Incentives Program Approvals Committee is as follows:

- Three (3) members of County Council (must include the Warden or Warden's designate), appointed by County Council for a 2-year term. One of the members of County Council will act as Committee Chair.
- Two lay members, who are residents of SDG, appointed by County Council for a 2-year term.

County staff members may from time to time be asked to participate in the proceedings of a Committee meeting to provide clarification, support, or guidance. Under no circumstances shall non-Committee members vote on matters before the Committee.

Meetings will be subject to the protocols followed by Committees of Council.

Detailed information about each type of incentive is found in Section 2.3. Each year, the Regional Incentives Program Approvals Committee will determine specific intake dates and amounts available for each intake date.

2.2 GENERAL CRITERIA

- a) Eligible **Owners** and authorized **Tenants** of lands and buildings within the area designated within the local By-law may for funding under the Regional Incentives Program
- b) The type of property or use subject to an application must be clearly identified as eligible. Generally, this includes properties with a full or partial commercial designation, or properties designated as agricultural, outdoor/recreational, etc.
- c) To be eligible for funding, proposed projects must demonstrate some level of improvement over the existing conditions and not simply represent a **Life-cycle replacement**.
- d) All projects must demonstrate consistency with one or more of the SDG Regional Economic Goals identified in Section 1.3.
- e) All proposals must demonstrate conformity with the Official Plan and local Zoning By-law.
- f) To be eligible for funding, non-profit organizations must be incorporated.
- g) Non-profit organizations, whose annual budgets are comprised of greater than 50% funding from the County or a local municipality, are ineligible under this Program.
- h) Local municipalities, other governmental or quasi-governmental organizations are ineligible under this Program.
- i) **All applicants are required to disclose all project funding sources.** This Program will not fund the portion of a project being funded by a local CIP. However, complementary aspects of the same project may be eligible for funding.
- j) Successful applicants are required to enter into an Agreement with the County and the local municipality.
- k) A property may be eligible for multiple grants (See Section 2.1), however **the total combined value of all grants approved for a single project will not exceed \$50,000 per property.**
- l) Successful applicants are ineligible to participate in the Program again for two (2) calendar years.
 - o *By exception, applicants who received funding for phased projects prior to 2021, will be eligible to apply during the 2021 intake period, for additional phases of their ongoing projects. All eligible applications will be considered on a competitive basis. There is no guarantee of funding for any of the applicants.
- m) With the exception of the *Feasibility, Design, & Study Grant* and the *Planning Application and Building Fee Grant*, grants will not be applied retroactively to works started prior to the application intake date.
- n) For grant programs involving the reimbursement of fees, said fees must be paid in full by the applicant prior to being reimbursed. Proof of payment will be required during the final reporting processes.
- o) At the time of application, applicants must demonstrate that there are no outstanding building

permit(s), property standards orders, property tax arrears, or any other outstanding municipal/County accounts receivable.

- p) All outstanding building permits, property standards orders, property tax arrears, or any other outstanding municipal/County accounts receivable on the subject property must be rectified before grant money will be distributed to an Applicant.
- q) All works approved under this Program shall comply with all relevant municipal policies and standards, including zoning, design guidelines (if any) and will be subject to planning and development approvals and building permits pursuant to the Ontario Building Code.
- r) All works approved for funding under this Program must be completed within twelve (12) months from the execution of the Agreement between the applicant, the County and the local municipality.
- s) Applicants may apply in writing to the Review Committee for an extension to complete their projects however the maximum extension is six (6) months (i.e. 18-months from the date of execution of the funding Agreement).
- t) The County reserves the right to discontinue any of the grant programs at any time. Notwithstanding, Applicants with approved grants will receive funding, provided they complete their project in accordance with their funding Agreement.
- u) Funding will not be provided for any labour supplied by the Applicant, either personally or via a company or person associated with the Applicant.
- v) Applicants must submit at least (2) written estimates for all work.
- w) Final grant totals will be determined according to the following:
 - 50% of the total invoices up to the maximum established within the funding Agreement.
 - Taxes are not eligible for reimbursement.
 - Additional expenditures incurred by Applicants exceeding the amounts specified in the funding Agreement do not qualify for funding.
 - Final grant totals will be adjusted to reflect 50% of amount established within the funding Agreement or final invoice, **whichever is lower**.

2.3 Regional Financial Grants Details

2.3.1 Façade, Signage, and Property Improvement Grant

Objective

To assist with improvements to a building's Façade or signage, or to assist with other eligible improvements to private property (i.e., parking and landscaping).

Grant Amount and Details

3B Façade Improvement Project – may cover 50% of eligible costs to a maximum of \$10,000.

Maximum value may increase to \$12,500 if outdoor art (i.e. murals) is a component of the project; and/or if the building has more than one street address and/or storefront, more than one wall visible from a public street, or fronts onto a laneway or parking lot.

Eligible Façade Improvement costs may include:

- 1) Enhancements or improvements to exterior building treatments such as brickwork,

cladding, siding, cornices, eaves, parapets, windows, doors, lighting, and awnings.

- 2) Exterior painting where a clear enhancement is made.
- 3) Chemical or façade cleaning.
- 4) The installation of permanent Outdoor Art; including items such as murals; sculptures; paintings; local heritage-based art pieces and displays; and other types of artwork that will promote local heritage, improve aesthetics and enhance tourism.
- 5) Redesign of entrances including changes to improve accessibility.
- 6) Other similar improvements or repairs required to enhance a building **Façade**.

Signage improvement project – For a signage improvement project, improvements to the main storefront sign of buildings are eligible. A grant may cover 50% of eligible costs to a maximum of \$2,500. The maximum value may increase to \$5,000 if the building has more than one street address and/or storefront; more than one wall visible from a public street; or fronts onto a laneway or parking lot.

Signage Improvement grants are intended to assist applicants with the replacement and updating of existing commercial signage and to help new business owners to implement new commercial signage elements. Commercial signage must be representative of the business’ activities; and must comply with all respective municipal requirements and Building Code Standards.

5BProperty improvement project - may cover 50% of eligible costs to a maximum of \$10,000.

Eligible Property Improvement costs may include:

- 1) Addition of landscaping features such as plants, sod, trees, and vegetation.
- 2) Addition of permanent landscaping elements such as fencing, benches, planters, and lighting.
- 3) *Addition of new parking/upgrades to existing parking areas.
- 4) *Improvements to rear building entrances and rear parking areas.
- 5) Addition of walkways.
- 6) Such other similar improvements and repairs that may be necessary to improve a property.
- 7) Property Improvements to facilitate new build construction, for the purpose of business expansion, including such elements as excavation work, land clearing and private water and waste-water installation (wells, septic tanks).

*Note that standalone parking lot improvement (e.g. asphaltting) will not be approved. Applications involving parking lot improvements must be part of an application involving other property improvements.

2.3.2 Building Improvement/Restoration Grant

Objective:

To assist with the improvement of existing buildings to improve aesthetics, bring buildings up to current Building or Fire Code standards, and/or improve accessibility.

Grant Amount and Details

Building Improvement/Restoration project - may cover 50% of the eligible cost to a maximum of \$10,000. The following projects may be eligible. Note that project elements deemed to be **Life-cycle replacements** will not be funded.

Eligible Building Improvement costs may include:

- 1) Structural repairs to walls, ceilings, floors, and foundations.
- 2) Interior restoration and design.
- 3) Repair/replacement/installation of building infrastructure, such as roofing, windows, and doors.
- 4) Repair/replacement/installation of plumbing, electrical, HVAC, and fire protection systems.
- 5) Weatherproofing.
- 6) Accessibility improvements.
- 7) Any other improvements that may bring a building up to code, or address health, safety, or risk management issues.
- 8) The services of a professional engineer, architect or planner to design and implement the project.

2.3.3 Building Conversion/Expansion Grant

Objective

To assist with the large-scale conversion, or expansion, of existing vacant space into new commercial, industrial, or mixed-use, agricultural-related uses, etc.

Grant Amount and Details

- a) **Projects under 5,000 square feet** are eligible for reimbursement of 50% of eligible costs to a maximum amount of \$20,000.
- b) **Projects over 5,000 square feet** are eligible for reimbursement of 50% of eligible costs to a maximum amount of \$50,000.

Eligible Building Conversion and Expansion costs may include:

- 1) Conversion of upper-storey space (whether vacant, office, commercial or other non-residential use) into new residential units.
- 2) Conversion of a building or a unit in a building into a hotel, inn or bed and breakfast.
- 3) Expansion of existing eligible uses to increase the gross floor area.
- 4) Environmental studies which are related to the conversion.
- 5) The services of a professional engineer, architect or planner to assist with the design and implementation of the project.

2.3.4 Feasibility, Design, and Study Grant

Objective

To financially assist with the completion of studies and plans to support a new business or development project.

Grant Amount and Details

50% of eligible costs to a maximum of \$2,000 for the following types of plans or studies:

Eligible Feasibility, Design and Study costs may include:

- 1) Concept plans.
- 2) Site plan drawings.
- 3) Feasibility studies.

- 4) Environmental studies.
- 5) Structural analyses.
- 6) Evaluation of existing and proposed mechanical, electrical and other building systems.
- 7) Traffic Impact Assessments.
- 8) Market analyses.
- 9) Business plans.
- 10) Any other study or plan as approved.

2.3.5 Planning Application and Building Permit Fee Grant

Objective

To assist with a portion of the fees required for planning applications or building permits in relation to an improvement project.

Grant Amount and Details

This grant may cover 50% of the municipal and/or County portion of the eligible cost to a maximum of \$2,500 including:

- Municipal and County planning application fees, including minor variances, site plans, zoning by-law amendments or Official Plan amendments.
- Municipal building permit fees or change of use permits.

3 MONITORING, TERM, AND AMENDMENTS

A variety of materials have been developed to assist with the implementation of the Regional Incentives Program, including marketing and promotional aids, information and guidelines for applicants, etc. While these documents are an integral part of the Program, they are not included here, do not form part of this document, and may from time to time be amended by the County without the need for an amendment to this document.

The SDG Regional Incentives Program follows the term and review cycle detailed in the local CIP. Technical amendments will be permitted at the discretion of the local municipality. Any change to the SDG Regional Incentive Program area or to the value or type of financial programs will require consultation and approval by the County and will require an amendment to the local CIP in accordance with Section 28 of the *Planning Act*.

4 DEFINITIONS

Agriculture-related uses are farm related commercial and industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity, in accordance with the Provincial Policy Statement.

Agri-tourism include farm-related tourism uses, including limited accommodations such as a bed and breakfast establishments, that promote the enjoyment, education or activities related to the farm operation, in accordance with the Provincial Policy Statement.

Façade refers to the front of a building and/or other exterior walls that are exposed to the public. Refers to the overall or multiple design element(s) of a building, not a single aspect.

Life-cycle replacement refers to a change to a building or property that is not a material improvement. Put another way, replacing “like for like” is considered a life-cycle replacement. Examples include:

2.3.5.1.1 Replacing worn-out windows is a life-cycle replacement. However, restyling, returning heritage features, or making the windows more attractive can be considered a material property improvement.

2.3.5.1.2 Replacing worn-out shingles is a life-cycle replacement. However, changing a roofline or covering an extension or remodel could be considered a material property improvement.

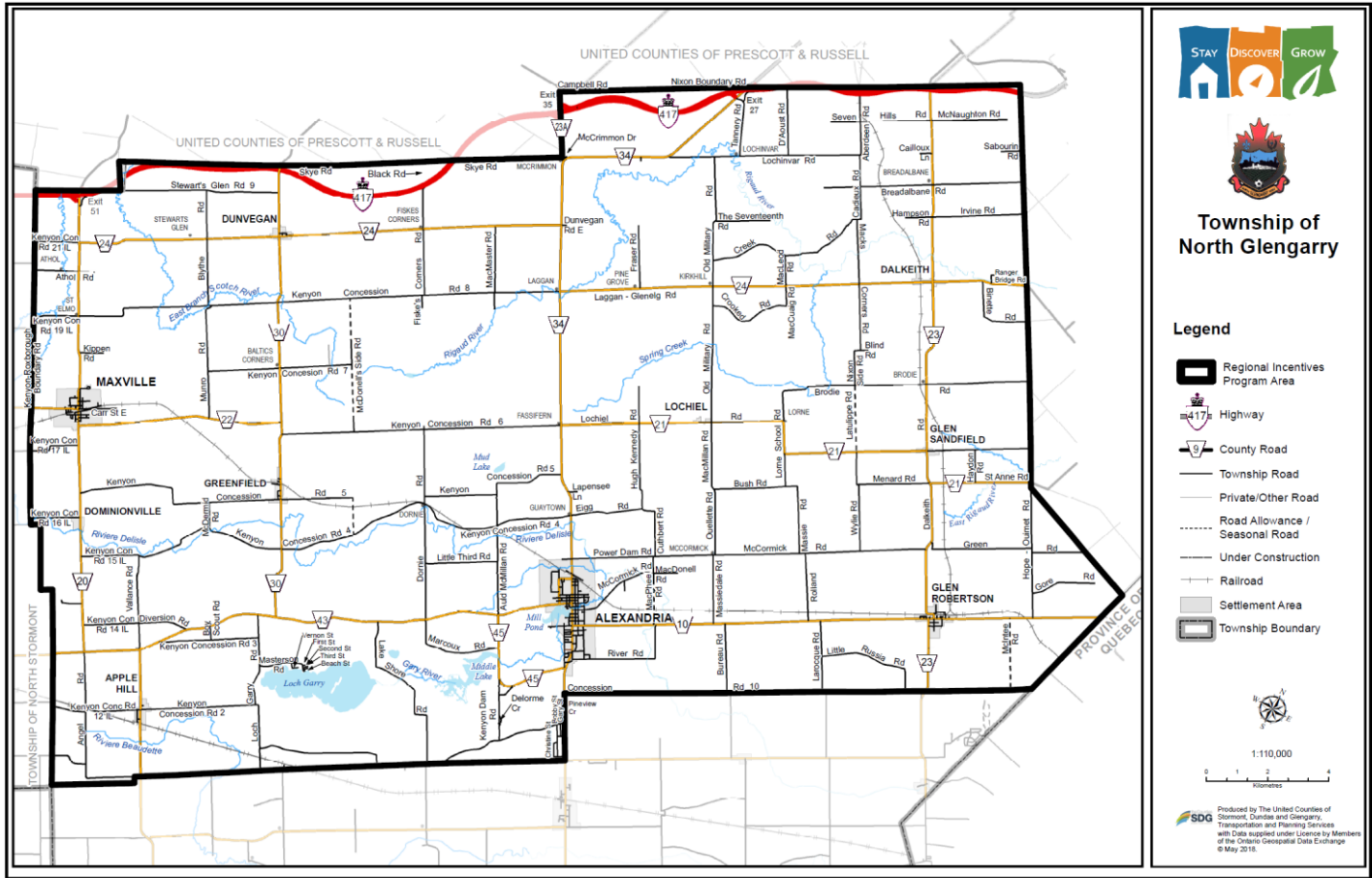
What is a life-cycle replacement is strictly within the purview of the Regional Incentives Program Approvals Committee.

Roofed Accommodations are defined as four-season short term, permanent fixed roof accommodations within or as an extension to existing buildings and includes premises such as hotels, motels, and Bed and Breakfast establishments.

Owner refers to the registered owner of the lands and includes any successors, assignees, agents, partners or affiliated corporations.

Tenant refers to the person(s) or entity who legally occupies or possesses a property under lease from the **Owner**.

APPENDIX 6: REGIONAL INCENTIVES PROGRAM AREA FOR THE TOWNSHIP OF NORTH GLENGARRY



**Township of
North Glengarry**

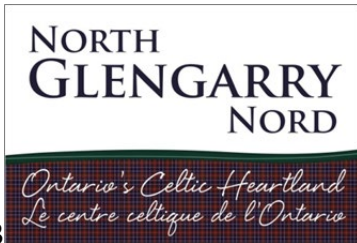
Legend

- Regional Incentives Program Area
- Highway
- County Road
- Township Road
- Private/Other Road
- Road Allowance / Seasonal Road
- Under Construction
- Railroad
- Settlement Area
- Township Boundary



1:110,000
0 1 2 3 4
Kilometers

Produced by The United Counties of Stormont, Dundas and Glengarry, Transportation and Planning Services with Data supplied under Licence by Members of the Ontario Geospatial Data Exchange © May 2018.



STAFF REPORT TO COUNCIL

Report No: CS-2024-32

October 15, 2024

From: Anne Leduc – Director of Community Services

RE: By-law 42-2024 to designate 1996 County Road 20 in Maxville - Saint Elmo Presbyterian Church

Recommended Motion:

THAT Council receives staff report CS-2024-32;

THAT Council receives By-law 42-2024, being a by-law to designate the property at 1996 County Road 20 in Maxville (Saint Elmo Presbyterian Church) as a property of cultural heritage value or interest;

AND THAT By-law 42-2024 be read a first, second, and third time in open Council this 15th day of October 2024.

Background / Analysis:

Over the years, the Township of North Glengarry's commitment to heritage conservation has been well documented through its Corporate Strategic Plan and its Community Improvement Plan.

On September 9, 2024, staff presented a report recommending that Council proceed with the designation process for the property listed above. A report containing the same recommendation was previously presented to the Arts, Culture and Heritage Committee on September 3, 2024, at which time the Committee supported the designation process for the property.

In both reports, documented research demonstrated that the property met at least two criteria of the Ontario Regulation 9/06, in accordance with the *Ontario Heritage Act*, R.S.O. 1990, c. 0.18, and it therefore merited designation under Section 29, Part IV of the OHA.

A Draft Notice of Intention to Designate was included with the reports and it provided a clear outline of the property's cultural heritage value and the heritage attributes recommended for protection and conservation through a future designation by-law.

The steps below were completed in accordance with Section 29(3) of the OHA:

- The Notice of Intent to Designate dated September 11, 2024, was sent to the property owner(s);
- The information was posted to the Township's website advising that there was a 30-day period to receive comments and objections;

- An ad was placed with the information regarding the Notice in the September 11, 2024, edition of The Review newspaper advising that there was a 30-day period to receive comments and objections; and
- The Ontario Heritage Trust was formally advised that the designation process was started for this property.

The last day to file a Notice of Objection was Friday, October 11, 2024, at which time, no comments or objections were received.

If Council endorses this By-law:

- A letter will be sent to the property owner(s) confirming that the By-law was passed by Council;
- A Notice of Heritage Designation will be posted to the website;
- The Ontario Heritage Trust will be informed that the By-law was passed by Council;

In accordance with Section 29(8) of the Act, any person who objects to the By-law may appeal to the Ontario Land Tribunal by forwarding to the Tribunal and the Clerk (at the Township of North Glengarry – Attention: Sarah Huskinson, COA / Clerk, 3720 County Road 34, Alexandria ON K0C 1A0 or at cao@northglengarry.ca) within 30 days after the date of publication on the Township’s Website, a notice of appeal setting out the objection to the By-law and the reasons in support of the objection, accompanied by the fee charged by the Tribunal. A copy of the appeal form is available from the Ontario Land Tribunal website - <https://olt.gov.on.ca/forms-submissions/>. The last date to appeal this By-law is November 14, 2024.

Alternatives:

Option 1 – Recommended - THAT Council receives By-law 42-2024, being a by-law to designate 1996 County Road 20 in Maxville - Saint Elmo Presbyterian Church as a property of cultural heritage value or interest

AND THAT By-law 42-2024 be read a first, second, and third time in open Council this 15th day of October 2024.

OR

Option 2 – Not Recommended – THAT Council declines this recommendation

Financial Implications:

There are minimal costs associated with the designation process of properties on the Township’s Municipal Register. Those costs include fees for the SDG Planner and advertising costs. Staff is confident that once the initial group of properties is designated, they will have the ability to continue the process with minimal assistance from the SDG Planner, thus additionally reducing the cost.

Attachments & Relevant Legislation:

By-law 42-2024 - Designate 1996 County Road 20 in Maxville - Saint Elmo Presbyterian Church
 Schedule A to By-law 42-2024
 Schedule B to By-law 42-2024

Others Consulted:

Arts, Culture and Heritage Committee

Lindsay Parisien – Planner for the United Counties of Stormont Dundas and Glengarry

Ainsley Hunt – Economic Development Officer

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NO. 42-2024

A by-law to designate the Saint Elmo Presbyterian Church at 1996 County Road 20 in Maxville as a property of cultural heritage value or interest.

WHEREAS pursuant to Section 29, Part IV of the *Ontario Heritage Act*, R.S.O. 1990, chapter O.18, the council of a municipality is authorized to enact by-laws to designate a real property, including all buildings and structures thereon, to be of cultural heritage value or interest;

WHEREAS the property described in Schedule “A” to this By-law (“the Property”) contains the cultural heritage resource known as the Saint Elmo Presbyterian Church;

WHEREAS the Council of the Corporation of the Township of North Glengarry, by resolution passed on September 9, 2024, has caused to be served on the owner of the lands and premises at 1996 County Road 20, Maxville, ON and upon the Ontario Heritage Trust, notice of intention to designate the Saint Elmo Presbyterian Church at 1996 County Road 20 in Maxville as a property of cultural heritage value or interest, and further, has caused the notice of intention to be published on the township’s website and in *The Review* newspaper in accordance with Section 29(3) of the *Ontario Heritage Act*;

WHEREAS no Notices of Objection to the proposed designation were served on the municipality by October 11, 2024, being the last date for filing an objection;

AND WHEREAS the Council for the Township of North Glengarry has described the property, set out the statement of cultural heritage value or interest for the Property, and described the heritage attributes of the Property in Schedule “B” to this By-law, which forms part of this By-law;

COUNCIL ENACTS AS FOLLOWS:

1. That the real property legally described in Schedule “A” to this By-law, is hereby designated to be of cultural heritage value or interest under Section 29 of the *Ontario Heritage Act*.
2. That the attached Schedules form part of the By-law.
3. And that the Township’s Clerk be authorized to cause a copy of this by-law to be registered against the property described in Schedule “A” at the Land Registry Office.

READ a first, second, third time and enacted in Open council this 15th day of October, 2024

Clerk/Deputy Clerk

Mayor

SCHEDULE "A" TO BY-LAW 42-2024

In the Township of North Glengarry in the United Counties of Stormont, Dundas and Glengarry, property description as follows:

Saint Elmo Presbyterian Church
1996 County Road 20, Indian Lands, Maxville ON K0C 1T0

CON 19 IL, Part Lot 9; Village of Maxville

SCHEDULE "B" TO BY-LAW 42-2024

STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST

Description of the Property

The subject property is a single-detached dwelling which is situated southwest of Kenyon Concession 19 Indian Lands and has frontage along SDG County Road 20. The property is located at 1996 County Road 20, Indian Lands, on the west side, northwest of the village of Maxville.

Statement of Cultural Heritage Value or Interest

Design and Physical Value

Saint Elmo Presbyterian Church has design and physical value as it is a rare and early example of a place of worship that was established within this region. It is a representation of the traditional Church of English brick design with a central Palladian window, returned eaves and gothic windows. The building is indicative of how churches were constructed in Ontario during the 1830s.

Historical and Associative Value

In the mid-19th century, the Saint Elmo Congregationalists became embroiled in the long-running dispute between the official Church of Scotland and the breakaway Free Church of Scotland. Reverend Daniel Gordon, minister of the Free Church, was barred from their customary place of practice in the Congregational Church. As a result, The Free Church constructed their red-brick church across the road in 1864, which is the Saint Elmo Presbyterian Church.

Reverend Gordon's son, Charles Gordon, born at Saint Elmo, became an internationally renowned novelist under the pseudonym Ralph Connor. Some of his novels were based in the Saint Elmo area, such as *The Man from Glengarry* [1901] and *Glengarry School Days* [1902].

Contextual Value

Saint Elmo Presbyterian Church has contextual value because it is physically, visually and historically linked to its surroundings. The building has cultural heritage value as a physical reminder of the settlers to the area. It has an important physical connection to the past. The property's location, set relatively close to Kenyon Concession 19 Indian Lands and its proximity to the Saint Elmo Congregational Church has meant that it is a familiar and noticeable site along SDG County Road 20, acting as a signal to the area's past.

Therefore, in addition to the design and physical value, and the historical and associative value, the Saint Elmo Presbyterian Church possesses associated contextual value.

Description of Heritage Attributes

Key attributes of the property that exemplify its cultural heritage value include the following:

- Victorian red brick;
- Arched gothic style glass windows;
- Central Palladian window;
- Eave return roofline;
- Erected in 1864;
- The former place of worship of Canadian author Charles Gordon, more commonly known by Ralph Connor.



STAFF REPORT TO COUNCIL

Report No: CS-2024-33

October 15, 2024

From: Anne Leduc – Director of Community Services

RE: By-law 43-2024 to designate 18191 Kenyon Concession 19 Indian Lands in Maxville - Saint Elmo Congregational Church

Recommended Motion:

THAT Council receives staff report CS-2024-33;

THAT Council receives By-law 43-2024, being a by-law to designate the property at 18191 Kenyon Concession 19 Indian Lands in Maxville (Saint Elmo Congregational Church) as a property of cultural heritage value or interest;

AND THAT By-law 43-2024 be read a first, second, and third time in open Council this 15th day of October 2024.

Background / Analysis:

Over the years, the Township of North Glengarry's commitment to heritage conservation has been well documented through its Corporate Strategic Plan and its Community Improvement Plan.

On September 9, 2024, staff presented a report recommending that Council proceed with the designation process for the property listed above. A report containing the same recommendation was previously presented to the Arts, Culture and Heritage Committee on September 3, 2024, at which time the Committee supported the designation process for the property.

In both reports, documented research demonstrated that the property met at least two criteria of the Ontario Regulation 9/06, in accordance with the *Ontario Heritage Act*, R.S.O. 1990, c. 0.18, and it therefore merited designation under Section 29, Part IV of the OHA.

A Draft Notice of Intention to Designate was included with the reports and it provided a clear outline of the property's cultural heritage value and the heritage attributes recommended for protection and conservation through a future designation by-law.

The steps below were completed in accordance with Section 29(3) of the OHA:

- The Notice of Intent to Designate dated September 11, 2024, was sent to the property owner(s);
- The information was posted to the Township's website advising that there was a 30-day period to receive comments and objections;

- An ad was placed with the information regarding the Notice in the September 11, 2024, edition of The Review newspaper advising that there was a 30-day period to receive comments and objections; and
- The Ontario Heritage Trust was formally advised that the designation process was started for this property.

The last day to file a Notice of Objection was Friday, October 11, 2024, at which time, no comments or objections were received.

If Council endorses this By-law:

- A letter will be sent to the property owner(s) confirming that the By-law was passed by Council;
- A Notice of Heritage Designation will be posted to the website;
- The Ontario Heritage Trust will be informed that the By-law was passed by Council;

In accordance with Section 29(8) of the Act, any person who objects to the By-law may appeal to the Ontario Land Tribunal by forwarding to the Tribunal and the Clerk (at the Township of North Glengarry – Attention: Sarah Huskinson, COA / Clerk, 3720 County Road 34, Alexandria ON K0C 1A0 or at cao@northglengarry.ca) within 30 days after the date of publication on the Township’s Website, a notice of appeal setting out the objection to the By-law and the reasons in support of the objection, accompanied by the fee charged by the Tribunal. A copy of the appeal form is available from the Ontario Land Tribunal website - <https://olt.gov.on.ca/forms-submissions/>. The last date to appeal this By-law is November 14, 2024.

Alternatives:

Option 1 – Recommended - THAT Council receives By-law 43-2024, being a by-law to designate 18191 Kenyon Concession 19 Indian Lands in Maxville - Saint Elmo Congregational Church as a property of cultural heritage value or interest

AND THAT By-law 43-2024 be read a first, second, and third time in open Council this 15th day of October 2024.

OR

Option 2 – Not Recommended – THAT Council declines this recommendation

Financial Implications:

There are minimal costs associated with the designation process of properties on the Township’s Municipal Register. Those costs include fees for the SDG Planner and advertising costs. Staff is confident that once the initial group of properties is designated, they will have the ability to continue the process with minimal assistance from the SDG Planner, thus additionally reducing the cost.

Attachments & Relevant Legislation:

By-law 43-2024 - Designate 18191 Kenyon Concession 19 Indian Lands in Maxville - Saint Elmo Congregational Church

Schedule A to By-law 43-2024

Schedule B to By-law 43-2024

Others Consulted:

Arts, Culture and Heritage Committee

Lindsay Parisien – Planner for the United Counties of Stormont Dundas and Glengarry

Ainsley Hunt – Economic Development Officer

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NO. 43-2024

A by-law to designate the Saint Elmo Congregational Church at 18191 Kenyon Concession 19 Indian Lands in Maxville as a property of cultural heritage value or interest.

WHEREAS pursuant to Section 29, Part IV of the *Ontario Heritage Act*, R.S.O. 1990, chapter O.18, the council of a municipality is authorized to enact by-laws to designate a real property, including all buildings and structures thereon, to be of cultural heritage value or interest;

WHEREAS the property described in Schedule “A” to this By-law (“the Property”) contains the cultural heritage resource known as the Saint Elmo Congregational Church;

WHEREAS the Council of the Corporation of the Township of North Glengarry, by resolution passed on September 9, 2024, has caused to be served on the owner of the lands and premises at 18191 Kenyon Concession 19 Indian Lands, Maxville, ON and upon the Ontario Heritage Trust, notice of intention to designate the Saint Elmo Congregational Church at 18191 Kenyon Concession 19 Indian Lands in Maxville as a property of cultural heritage value or interest, and further, has caused the notice of intention to be published on the township’s website and in The Review newspaper in accordance with Section 29(3) of the *Ontario Heritage Act*;

WHEREAS no Notices of Objection to the proposed designation were served on the municipality by October 11, 2024, being the last date for filing an objection;

AND WHEREAS the Council for the Township of North Glengarry has described the property, set out the statement of cultural heritage value or interest for the Property, and described the heritage attributes of the Property in Schedule “B” to this By-law, which forms part of this By-law;

COUNCIL ENACTS AS FOLLOWS:

1. That the real property legally described in Schedule “A” to this By-law, is hereby designated to be of cultural heritage value or interest under Section 29 of the *Ontario Heritage Act*.
2. That the attached Schedules form part of the By-law.
3. And that the Township’s Clerk be authorized to cause a copy of this by-law to be registered against the property described in Schedule “A” at the Land Registry Office.

READ a first, second, third time and enacted in Open council this 15th day of October, 2024

Clerk/Deputy Clerk

Mayor

SCHEDULE "A" TO BY-LAW 43-2024

In the Township of North Glengarry in the United Counties of Stormont, Dundas and Glengarry, property description as follows:

Saint Elmo Congregational Church
18191 Kenyon Concession 19 Indian Lands, Maxville ON K0C 1T0

Part Lot 9, being Parts 1 & 2 on Reference Plan 14R-4358; Village of Maxville

SCHEDULE “B” TO BY-LAW 43-2024

STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST

Description of the Property

The subject property is a single-detached dwelling which is situated west of SDG County Road 20 and has frontage along Kenyon Concession 19 Indian Lands. The ecclesiastical property is located at 18191 Kenyon Concession 19 Indian Lands on the northwest side, northwest of the village of Maxville.

Statement of Cultural Heritage Value or Interest

Design and Physical Value

Saint Elmo Congregational Church has design and physical value as it is a rare and early example of a place of worship that was established within this region. The Austere log cabin, enclosed lean-to-porch, single entrance, single sash wooden windows, and low hipped roof was built to be representative of how Chapels were constructed in Ontario during the 1830s.

Historical and Associative Value

Reverend William McKillican emigrated to Canada in 1816 and established one of the earliest congregations of his denomination which contributes to an understanding of this community. From 1870-1875, Reverend William Peacock served as the full-time minister of the Saint Elmo Congregationalists. Reverend Peacock was the father of Sir Edward Peacock, who was born in Saint Elmo. Sir Edward Peacock became the first non-British director of the Bank of England from 1921-1924 and 1929-1946. He served as a trusted advisor to the British Royal Family and was knighted in 1934 for his services.

Contextual Value

Saint Elmo Congregational Church has contextual value because it is physically, visually and historically linked to its surroundings. The building has cultural heritage value as a physical reminder of the settlers to the area. It has an important physical connection to the past. The property’s location, set relatively close to SDG County Road 20 and the Saint Elmo Presbyterian Church has meant that it is a familiar and noticeable site along Kenyon Concession 19 Indian Lands, acting as a signal to the area’s past.

Therefore, in addition to the design and physical value, and the historical and associative value, the Saint Elmo Congregational Church possesses associated contextual value.

Description of Heritage Attributes

Key attributes of the property that exemplify its cultural heritage value include the following:

- Austere log cabin with rough hewn cedar logs;
- Sing sash wooden windows;
- Single entrance through enclosed lean-to-porch;

- Low hipped roof;
- Oldest remaining chapel in Ontario built by Congregationalists;
- Erected in 1837;
- The former congregational building attended by Sir Edward Robert Peacock.



STAFF REPORT TO COUNCIL

Report No: CS-2024-28

October 15, 2024

From: Anne Leduc – Director of Community Services

RE: By-law 44-2024 to designate 6 Church Street in Maxville

Recommended Motion:

THAT Council receives staff report CS-2024-28;

THAT Council receives By-law 44-2024, being a by-law to designate the property at 6 Church Street in Maxville as a property of cultural heritage value or interest;

AND THAT By-law 44-2024 be read a first, second, and third time in open Council this 15th day of October 2024.

Background / Analysis:

Over the years, the Township of North Glengarry's commitment to heritage conservation has been well documented through its Corporate Strategic Plan and its Community Improvement Plan.

On September 9, 2024, staff presented a report recommending that Council proceed with the designation process for the property listed above. A report containing the same recommendation was previously presented to the Arts, Culture and Heritage Committee on September 3, 2024, at which time the Committee supported the designation process for the property.

In both reports, documented research demonstrated that the property met at least two criteria of the Ontario Regulation 9/06, in accordance with the *Ontario Heritage Act*, R.S.O. 1990, c. 0.18, and it therefore merited designation under Section 29, Part IV of the OHA.

A Draft Notice of Intention to Designate was included with the reports and it provided a clear outline of the property's cultural heritage value and the heritage attributes recommended for protection and conservation through a future designation by-law.

The steps below were completed in accordance with Section 29(3) of the OHA:

- The Notice of Intent to Designate dated September 11, 2024, was sent to the property owner(s);
- The information was posted to the Township's website advising that there was a 30-day period to receive comments and objections;
- An ad was placed with the information regarding the Notice in the September 11, 2024, edition of The Review newspaper advising that there was a 30-day period to receive comments and objections; and

- The Ontario Heritage Trust was formally advised that the designation process was started for this property.

The last day to file a Notice of Objection was Friday, October 11, 2024, at which time, no comments or objections were received.

If Council endorses this By-law:

- A letter will be sent to the property owner(s) confirming that the By-law was passed by Council;
- A Notice of Heritage Designation will be posted to the website;
- The Ontario Heritage Trust will be informed that the By-law was passed by Council;

In accordance with Section 29(8) of the Act, any person who objects to the By-law may appeal to the Ontario Land Tribunal by forwarding to the Tribunal and the Clerk (at the Township of North Glengarry – Attention: Sarah Huskinson, COA / Clerk, 3720 County Road 34, Alexandria ON K0C 1A0 or at cao@northglengarry.ca) within 30 days after the date of publication on the Township’s Website, a notice of appeal setting out the objection to the By-law and the reasons in support of the objection, accompanied by the fee charged by the Tribunal. A copy of the appeal form is available from the Ontario Land Tribunal website - <https://olt.gov.on.ca/forms-submissions/>. The last date to appeal this By-law is November 14, 2024.

Alternatives:

Option 1 – Recommended - THAT Council receives By-law 44-2024, being a by-law to designate the property at 6 Church Street in Maxville as a property of cultural heritage value or interest

AND THAT By-law 44-2024 be read a first, second, and third time in open Council this 15th day of October 2024.

OR

Option 2 – Not Recommended – THAT Council declines this recommendation

Financial Implications:

There are minimal costs associated with the designation process of properties on the Township’s Municipal Register. Those costs include fees for the SDG Planner and advertising costs. Staff is confident that once the initial group of properties is designated, they will have the ability to continue the process with minimal assistance from the SDG Planner, thus additionally reducing the cost.

Attachments & Relevant Legislation:

By-law 44-2024 - Designate 6 Church Street in Maxville

Schedule A to By-law 44-2024

Schedule B to By-law 44-2024

Others Consulted:

Arts, Culture and Heritage Committee

Lindsay Parisien – Planner for the United Counties of Stormont Dundas and Glengarry

Ainsley Hunt – Economic Development Officer

Reviewed and Approved by:

Sarah Huskinson, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NO. 44-2024

A by-law to designate the property at 6 Church Street in Maxville as a property of cultural heritage value or interest.

WHEREAS pursuant to Section 29, Part IV of the *Ontario Heritage Act*, R.S.O. 1990, chapter O.18, the council of a municipality is authorized to enact by-laws to designate a real property, including all buildings and structures thereon, to be of cultural heritage value or interest;

WHEREAS the property described in Schedule “A” to this By-law (“the Property”) contains the cultural heritage resource located at 6 Church Street in Maxville Ontario;

WHEREAS the Council of the Corporation of the Township of North Glengarry, by resolution passed on September 9, 2024, has caused to be served on the owner of the lands and premises at 6 Church Street in Maxville, ON and upon the Ontario Heritage Trust, notice of intention to designate the property at 6 Church Street in Maxville as a property of cultural heritage value or interest, and further, has caused the notice of intention to be published on the township’s website and in *The Review* newspaper in accordance with Section 29(3) of the *Ontario Heritage Act*;

WHEREAS no Notices of Objection to the proposed designation were served on the municipality by October 11, 2024, being the last date for filing an objection;

AND WHEREAS the Council for the Township of North Glengarry has described the property, set out the statement of cultural heritage value or interest for the Property, and described the heritage attributes of the Property in Schedule “B” to this By-law, which forms part of this By-law;

COUNCIL ENACTS AS FOLLOWS:

1. That the real property legally described in Schedule “A” to this By-law, is hereby designated to be of cultural heritage value or interest under Section 29 of the *Ontario Heritage Act*.
2. That the attached Schedules form part of the By-law.
3. And that the Township’s Clerk be authorized to cause a copy of this by-law to be registered against the property described in Schedule “A” at the Land Registry Office.

READ a first, second, third time and enacted in Open council this 15th day of October, 2024

Clerk/Deputy Clerk

Mayor

SCHEDULE "A" TO BY-LAW 44-2024

In the Township of North Glengarry in the United Counties of Stormont, Dundas and Glengarry, property description as follows:

6 Church Steet, Maxville ON K0C 1T0

Plan 32, Block G, Part Lot 1; Village of Maxville.

SCHEDULE "B" TO BY-LAW 44-2024

STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST

Description of the Property

The subject property is a single-detached dwelling which is situated east of Spring Street and West of Maxville Main Street South (County Road 20) and has frontage along Church Street. The private residence is located at 6 Church Street on the south side, in the village of Maxville.

Statement of Cultural Heritage Value or Interest

Design and Physical Value

6 Church Street in Maxville has design and physical value that represents early examples of the late American Foursquare design due to its rectangular imprint, cinder block cladding (Boyd Block), and intricate roof line with unique trim work including narrow cornices. The two-storey home was constructed in 1912 and contains a large covered front porch on the main floor that is supported by cinder block pillars. The building exemplifies a type of material and construction that represents this design.

Historical and Associative Value

This property has historical value and potential to yield information that contributes to an understanding of Maxville and supports the character of the area. 6 Church Street in Maxville has associated value of being the former property of John McEwen who served as Maxville's first postmaster and was known to have conveyed her Majesty's mail over the county trails from Alexandria.

Contextual Value

The property has contextual value because it is physically, visually and historically linked to its surroundings. The house has cultural heritage value as a physical reminder of the settlers to Maxville. It has an important physical connection to the past. The property's location, set relatively close to the village's Main Street has meant that it is a familiar and noticeable site along Church Street, acting as a signal to the area's past.

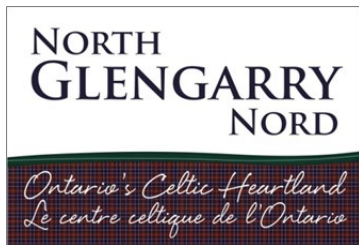
Therefore, in addition to the design and physical value, and the historical and associative value, 6 Church Street in Maxville possesses associated contextual value.

Description of Heritage Attributes

Key attributes of the property that exemplify its cultural heritage value include the following:

- Two-story American Foursquare style single detached dwelling;
- Cinder block cladding (Boyd Block);
- Intricate roofline including narrow cornices in cement;
- The residence was constructed in 1912.

- The property was owned by Maxville's first postmaster, John McEwen.



STAFF REPORT TO COUNCIL

Report No: CS-2024-29

October 15, 2024

From: Anne Leduc – Director of Community Services

RE: By-law 45-2024 to designate 101 Centre Street in Alexandria

Recommended Motion:

THAT Council receives staff report CS-2024-29;

THAT Council receives By-law 45-2024, being a by-law to designate the property at 101 Centre Street in Alexandria as a property of cultural heritage value or interest;

AND THAT By-law 45-2024 be read a first, second, and third time in open Council this 15th day of October 2024.

Background / Analysis:

Over the years, the Township of North Glengarry's commitment to heritage conservation has been well documented through its Corporate Strategic Plan and its Community Improvement Plan.

On September 9, 2024, staff presented a report recommending that Council proceed with the designation process for the property listed above. A report containing the same recommendation was previously presented to the Arts, Culture and Heritage Committee on September 3, 2024, at which time the Committee supported the designation process for the property.

In both reports, documented research demonstrated that the property met at least two criteria of the Ontario Regulation 9/06, in accordance with the *Ontario Heritage Act*, R.S.O. 1990, c. 0.18, and it therefore merited designation under Section 29, Part IV of the OHA.

A Draft Notice of Intention to Designate was included with the reports and it provided a clear outline of the property's cultural heritage value and the heritage attributes recommended for protection and conservation through a future designation by-law.

The steps below were completed in accordance with Section 29(3) of the OHA:

- The Notice of Intent to Designate dated September 11, 2024, was sent to the property owner(s);
- The information was posted to the Township's website advising that there was a 30-day period to receive comments and objections;
- An ad was placed with the information regarding the Notice in the September 11, 2024, edition of The Review newspaper advising that there was a 30-day period to receive comments and objections; and

- The Ontario Heritage Trust was formally advised that the designation process was started for this property.

The last day to file a Notice of Objection was Friday, October 11, 2024, at which time, no comments or objections were received.

If Council endorses this By-law:

- A letter will be sent to the property owner(s) confirming that the By-law was passed by Council;
- A Notice of Heritage Designation will be posted to the website;
- The Ontario Heritage Trust will be informed that the By-law was passed by Council;

In accordance with Section 29(8) of the Act, any person who objects to the By-law may appeal to the Ontario Land Tribunal by forwarding to the Tribunal and the Clerk (at the Township of North Glengarry – Attention: Sarah Huskinson, COA / Clerk, 3720 County Road 34, Alexandria ON K0C 1A0 or at cao@northglengarry.ca) within 30 days after the date of publication on the Township’s Website, a notice of appeal setting out the objection to the By-law and the reasons in support of the objection, accompanied by the fee charged by the Tribunal. A copy of the appeal form is available from the Ontario Land Tribunal website - <https://olt.gov.on.ca/forms-submissions/>. The last date to appeal this By-law is November 14, 2024.

Alternatives:

Option 1 – Recommended - THAT Council receives By-law 45-2024, being a by-law to designate the property at 101 Centre Street in Alexandria as a property of cultural heritage value or interest

AND THAT By-law 45-2024 be read a first, second, and third time in open Council this 15th day of October 2024.

OR

Option 2 – Not Recommended – THAT Council declines this recommendation

Financial Implications:

There are minimal costs associated with the designation process of properties on the Township’s Municipal Register. Those costs include fees for the SDG Planner and advertising costs. Staff is confident that once the initial group of properties is designated, they will have the ability to continue the process with minimal assistance from the SDG Planner, thus additionally reducing the cost.

Attachments & Relevant Legislation:

By-law 45-2024 - Designate 101 Centre Street in Alexandria
Schedule A to By-law 45-2024
Schedule B to By-law 45-2024

Others Consulted:

Arts, Culture and Heritage Committee
Lindsay Parisien – Planner for the United Counties of Stormont Dundas and Glengarry
Ainsley Hunt – Economic Development Officer

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NO. 45-2024

A by-law to designate the property at 101 Centre Street in Alexandria as a property of cultural heritage value or interest.

WHEREAS pursuant to Section 29, Part IV of the *Ontario Heritage Act*, R.S.O. 1990, chapter O.18, the council of a municipality is authorized to enact by-laws to designate a real property, including all buildings and structures thereon, to be of cultural heritage value or interest;

WHEREAS the property described in Schedule “A” to this By-law (“the Property”) contains the cultural heritage resource located at 101 Centre Street in Alexandria Ontario;

WHEREAS the Council of the Corporation of the Township of North Glengarry, by resolution passed on September 9, 2024, has caused to be served on the owner of the lands and premises at 101 Centre Street in Alexandria, ON and upon the Ontario Heritage Trust, notice of intention to designate the property at 101 Centre Street in Alexandria as a property of cultural heritage value or interest, and further, has caused the notice of intention to be published on the township’s website and in *The Review* newspaper in accordance with Section 29(3) of the *Ontario Heritage Act*;

WHEREAS no Notices of Objection to the proposed designation were served on the municipality by October 11, 2024, being the last date for filing an objection;

AND WHEREAS the Council for the Township of North Glengarry has described the property, set out the statement of cultural heritage value or interest for the Property, and described the heritage attributes of the Property in Schedule “B” to this By-law, which forms part of this By-law;

COUNCIL ENACTS AS FOLLOWS:

1. That the real property legally described in Schedule “A” to this By-law, is hereby designated to be of cultural heritage value or interest under Section 29 of the *Ontario Heritage Act*.
2. That the attached Schedules form part of the By-law.
3. And that the Township’s Clerk be authorized to cause a copy of this by-law to be registered against the property described in Schedule “A” at the Land Registry Office.

READ a first, second, third time and enacted in Open council this 15th day of October, 2024

Clerk/Deputy Clerk

Mayor

SCHEDULE "A" TO BY-LAW 45-2024

In the Township of North Glengarry in the United Counties of Stormont, Dundas and Glengarry, property description as follows:

101 Centre Street, Alexandria ON K0C 1A0

Plan 8 Lot 14 Part Lot 15 RCP 127 Lot 7, being Parts 1, 2,3 on Reference Plan 14R-4372;
Village of Alexandria

SCHEDULE “B” TO BY-LAW 45-2024

STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST

Description of the Property

The subject property is a single-detached dwelling which is situated west of Sandfield Avenue South and has frontage along Centre Street. The private residence is located at 101 Centre Street on the north side, in the village of Alexandria.

Statement of Cultural Heritage Value or Interest

Design and Physical Value

101 Centre Street in Alexandria has design and physical value that represents early examples of the late Victorian style homes due to its red brick, stain-glass windows, and ornate woodwork along the porch with beadboard on its roof. The two-storey home was constructed in 1906 and contains a wrap-around porch on the main floor as well as a porch on the second floor. The porch roof is constructed from beadboard.

Historical and Associative Value

The high school was across the street from 101 Centre Street. The house was occupied by the principal J.T. Smith and his wife was Dorothy Dumbrille who is a recognized the authoress and poetess. She was the Author of *Deep Doorways* [1941] and *All This Difference* [1945] as well as several books of poetry. Dorothy Dumbrille resided at this property between 1925 – 1981. The house was the recipient of the Township of North Glengarry’s “Blue Plaque Program” in 2019 through efforts of the Arts, Culture and Heritage Committee.

Contextual Value

The property has contextual value because it is physically, visually and historically linked to its surroundings. The house has cultural heritage value as a physical reminder of the settlers to Alexandria. It has an important physical connection to the past. The property’s location, set relatively close to the village’s Main Street has meant that it is a familiar and noticeable site along Centre Street, acting as a signal to the area’s past.

Therefore, in addition to the design and physical value, and the historical and associative value, 101 Centre Street in Alexandria possesses associated contextual value.

Description of Heritage Attributes

Key attributes of the property that exemplify its cultural heritage value include the following:

- Two-story late Victorian style single detached dwelling with tin roof;
- Typical red double brick cladding;
- Wrap-around porch on lower level;
- Second level porch of the front façade of the dwelling;
- Ornate woodwork on the porch with beadboard on the porch roof;

- Stain glass windows;
- The dwelling was the residence of Dorothy Dumbrille, authoress and poetess between 1925 and 1981.



STAFF REPORT TO COUNCIL

Report No: CS-2024-30

October 15, 2024

From: Anne Leduc – Director of Community Services

RE: By-law 46-2024 to designate 53 Dominion Street North in Alexandria

Recommended Motion:

THAT Council receives staff report CS-2024-30;

THAT Council receives By-law 46-2024, being a by-law to designate the property at 53 Dominion Street North in Alexandria as a property of cultural heritage value or interest;

AND THAT By-law 46-2024 be read a first, second, and third time in open Council this 15th day of October 2024.

Background / Analysis:

Over the years, the Township of North Glengarry's commitment to heritage conservation has been well documented through its Corporate Strategic Plan and its Community Improvement Plan.

On September 9, 2024, staff presented a report recommending that Council proceed with the designation process for the property listed above. A report containing the same recommendation was previously presented to the Arts, Culture and Heritage Committee on September 3, 2024, at which time the Committee supported the designation process for the property.

In both reports, documented research demonstrated that the property met at least two criteria of the Ontario Regulation 9/06, in accordance with the *Ontario Heritage Act*, R.S.O. 1990, c. 0.18, and it therefore merited designation under Section 29, Part IV of the OHA.

A Draft Notice of Intention to Designate was included with the reports and it provided a clear outline of the property's cultural heritage value and the heritage attributes recommended for protection and conservation through a future designation by-law.

The steps below were completed in accordance with Section 29(3) of the OHA:

- The Notice of Intent to Designate dated September 11, 2024, was sent to the property owner(s);
- The information was posted to the Township's website advising that there was a 30-day period to receive comments and objections;
- An ad was placed with the information regarding the Notice in the September 11, 2024, edition of The Review newspaper advising that there was a 30-day period to receive comments and objections; and

- The Ontario Heritage Trust was formally advised that the designation process was started for this property.

The last day to file a Notice of Objection was Friday, October 11, 2024, at which time, no comments or objections were received.

If Council endorses this By-law:

- A letter will be sent to the property owner(s) confirming that the By-law was passed by Council;
- A Notice of Heritage Designation will be posted to the website;
- The Ontario Heritage Trust will be informed that the By-law was passed by Council;

In accordance with Section 29(8) of the Act, any person who objects to the By-law may appeal to the Ontario Land Tribunal by forwarding to the Tribunal and the Clerk (at the Township of North Glengarry – Attention: Sarah Huskinson, COA / Clerk, 3720 County Road 34, Alexandria ON K0C 1A0 or at cao@northglengarry.ca) within 30 days after the date of publication on the Township’s Website, a notice of appeal setting out the objection to the By-law and the reasons in support of the objection, accompanied by the fee charged by the Tribunal. A copy of the appeal form is available from the Ontario Land Tribunal website - <https://olt.gov.on.ca/forms-submissions/>. The last date to appeal this By-law is November 14, 2024.

Alternatives:

Option 1 – Recommended - THAT Council receives By-law 46-2024, being a by-law to designate the property at 53 Dominion Street North in Alexandria as a property of cultural heritage value or interest

AND THAT By-law 46-2024 be read a first, second, and third time in open Council this 15th day of October 2024.

OR

Option 2 – Not Recommended – THAT Council declines this recommendation

Financial Implications:

There are minimal costs associated with the designation process of properties on the Township’s Municipal Register. Those costs include fees for the SDG Planner and advertising costs. Staff is confident that once the initial group of properties is designated, they will have the ability to continue the process with minimal assistance from the SDG Planner, thus additionally reducing the cost.

Attachments & Relevant Legislation:

By-law 46-2024 - Designate 53 Dominion Street North in Alexandria

Schedule A to By-law 46-2024

Schedule B to By-law 46-2024

Others Consulted:

Arts, Culture and Heritage Committee

Lindsay Parisien – Planner for the United Counties of Stormont Dundas and Glengarry

Ainsley Hunt – Economic Development Officer

Reviewed and Approved by:

Sarah Huskinson, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NO. 46-2024

A by-law to designate the property at 53 Dominion Street North in Alexandria as a property of cultural heritage value or interest.

WHEREAS pursuant to Section 29, Part IV of the *Ontario Heritage Act*, R.S.O. 1990, chapter O.18, the council of a municipality is authorized to enact by-laws to designate a real property, including all buildings and structures thereon, to be of cultural heritage value or interest;

WHEREAS the property described in Schedule “A” to this By-law (“the Property”) contains the cultural heritage resource located at 53 Dominion Street North in Alexandria Ontario;

WHEREAS the Council of the Corporation of the Township of North Glengarry, by resolution passed on September 9, 2024, has caused to be served on the owner of the lands and premises at 53 Dominion Street North in Alexandria, ON and upon the Ontario Heritage Trust, notice of intention to designate the property at 53 Dominion Street North in Alexandria as a property of cultural heritage value or interest, and further, has caused the notice of intention to be published on the township’s website and in The Review newspaper in accordance with Section 29(3) of the *Ontario Heritage Act*;

WHEREAS no Notices of Objection to the proposed designation were served on the municipality by October 11, 2024, being the last date for filing an objection;

AND WHEREAS the Council for the Township of North Glengarry has described the property, set out the statement of cultural heritage value or interest for the Property, and described the heritage attributes of the Property in Schedule “B” to this By-law, which forms part of this By-law;

COUNCIL ENACTS AS FOLLOWS:

1. That the real property legally described in Schedule “A” to this By-law, is hereby designated to be of cultural heritage value or interest under Section 29 of the *Ontario Heritage Act*.
2. That the attached Schedules form part of the By-law.
3. And that the Township’s Clerk be authorized to cause a copy of this by-law to be registered against the property described in Schedule “A” at the Land Registry Office.

READ a first, second, third time and enacted in Open council this 15th day of October, 2024

Clerk/Deputy Clerk

Mayor

SCHEDULE "A" TO BY-LAW 46-2024

In the Township of North Glengarry in the United Counties of Stormont, Dundas and Glengarry, property description as follows:

53 Dominion Street North, Alexandria ON K0C 1A0

Plan 5, Part Lots 47, 48, being Part 1 on Reference Plan 14R-3686; Village of Alexandria.

SCHEDULE “B” TO BY-LAW 46-2024

STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST

Description of the Property

The subject property is a single-detached dwelling which is situated at the south-east corner of Elgin Street East and Dominion Street North. The private residence is located at 53 Dominion Street North on the east side, in the village of Alexandria.

Statement of Cultural Heritage Value or Interest

Design and Physical Value

53 Dominion Street North in Alexandria has design and physical value as its exterior façade represents an early example of mansard style homes in Alexandria. The two-storey, red-bricked home contains a mansard style roof with a corbel roof line and a wrap-around porch on both sides of the home with corbels around the porch posts. The building displays a high degree of craftsmanship and artistic merit.

Historical and Associative Value

This property has historical value and potential to yield information that contributes to an understanding of Alexandria and supports the character of the area.

Contextual Value

The property has contextual value because it is physically, visually and historically linked to its surroundings. The house has cultural heritage value as a physical reminder of the settlers to Alexandria. It has an important physical connection to the past. The property’s location, set relatively close to the village’s Main Street has meant that it is a familiar and noticeable site along Dominion Street and Elgin Street, acting as a signal to the area’s past.

Therefore, in addition to the design and physical value, and the historical and associative value, 53 Dominion Street in Alexandria possesses associated contextual value.

Description of Heritage Attributes

Key attributes of the property that exemplify its cultural heritage value include the following:

- Two-story Mansard style single detached dwelling;
- Traditional red-brick structure;
- Wrap-around porch on lower level;
- Corbel porch posts;
- Corbel roof line
- Mansard style roof;
- The residence was constructed in 1851.



STAFF REPORT TO COUNCIL

Report No: CS-2024-31

October 15, 2024

From: Anne Leduc – Director of Community Services

RE: By-law 47-2024 to designate 209-215 Main Street North in Alexandria

Recommended Motion:

THAT Council receives staff report CS-2024-31;

THAT Council receives By-law 47-2024, being a by-law to designate the property at 209-215 Main Street North in Alexandria as a property of cultural heritage value or interest;

AND THAT By-law 47-2024 be read a first, second, and third time in open Council this 15th day of October 2024.

Background / Analysis:

Over the years, the Township of North Glengarry's commitment to heritage conservation has been well documented through its Corporate Strategic Plan and its Community Improvement Plan.

On September 9, 2024, staff presented a report recommending that Council proceed with the designation process for the property listed above. A report containing the same recommendation was previously presented to the Arts, Culture and Heritage Committee on September 3, 2024, at which time the Committee supported the designation process for the property.

In both reports, documented research demonstrated that the property met at least two criteria of the Ontario Regulation 9/06, in accordance with the *Ontario Heritage Act*, R.S.O. 1990, c. 0.18, and it therefore merited designation under Section 29, Part IV of the OHA.

A Draft Notice of Intention to Designate was included with the reports and it provided a clear outline of the property's cultural heritage value and the heritage attributes recommended for protection and conservation through a future designation by-law.

The steps below were completed in accordance with Section 29(3) of the OHA:

- The Notice of Intent to Designate dated September 11, 2024, was sent to the property owner(s);
- The information was posted to the Township's website advising that there was a 30-day period to receive comments and objections;
- An ad was placed with the information regarding the Notice in the September 11, 2024, edition of The Review newspaper advising that there was a 30-day period to receive comments and objections; and

- The Ontario Heritage Trust was formally advised that the designation process was started for this property.

The last day to file a Notice of Objection was Friday, October 11, 2024, at which time, no comments or objections were received.

If Council endorses this By-law:

- A letter will be sent to the property owner(s) confirming that the By-law was passed by Council;
- A Notice of Heritage Designation will be posted to the website;
- The Ontario Heritage Trust will be informed that the By-law was passed by Council;

In accordance with Section 29(8) of the Act, any person who objects to the By-law may appeal to the Ontario Land Tribunal by forwarding to the Tribunal and the Clerk (at the Township of North Glengarry – Attention: Sarah Huskinson, COA / Clerk, 3720 County Road 34, Alexandria ON K0C 1A0 or at cao@northglengarry.ca) within 30 days after the date of publication on the Township’s Website, a notice of appeal setting out the objection to the By-law and the reasons in support of the objection, accompanied by the fee charged by the Tribunal. A copy of the appeal form is available from the Ontario Land Tribunal website - <https://olt.gov.on.ca/forms-submissions/>. The last date to appeal this By-law is November 14, 2024.

Alternatives:

Option 1 – Recommended - THAT Council receives By-law 47-2024, being a by-law to designate the property at 209-215 Main Street North in Alexandria as a property of cultural heritage value or interest

AND THAT By-law 47-2024 be read a first, second, and third time in open Council this 15th day of October 2024.

OR

Option 2 – Not Recommended – THAT Council declines this recommendation

Financial Implications:

There are minimal costs associated with the designation process of properties on the Township’s Municipal Register. Those costs include fees for the SDG Planner and advertising costs. Staff is confident that once the initial group of properties is designated, they will have the ability to continue the process with minimal assistance from the SDG Planner, thus additionally reducing the cost.

Attachments & Relevant Legislation:

By-law 47-2024 - Designate 209-215 Main Street North in Alexandria

Schedule A to By-law 47-2024

Schedule B to By-law 47-2024

Others Consulted:

Arts, Culture and Heritage Committee

Lindsay Parisien – Planner for the United Counties of Stormont Dundas and Glengarry

Ainsley Hunt – Economic Development Officer

Reviewed and Approved by:

Sarah Huskinson, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NO. 47-2024

A By-law to designate the property at 209-215 Main Street North in Alexandria as a property of cultural heritage value or interest.

WHEREAS pursuant to Section 29, Part IV of the *Ontario Heritage Act*, R.S.O. 1990, chapter O.18, the council of a municipality is authorized to enact By-laws to designate a real property, including all buildings and structures thereon, to be of cultural heritage value or interest;

WHEREAS the property described in Schedule “A” to this By-law (“the Property”) contains the cultural heritage resource located at 209-215 Main Street North in Alexandria, Ontario;

WHEREAS the Council of the Corporation of the Township of North Glengarry, by resolution passed on September 9, 2024, has caused to be served on the owner of the lands and premises at 209-215 Main Street North in Alexandria, Ontario and upon the Ontario Heritage Trust, notice of intention to designate the property at 209-215 Main Street North in Alexandria as a property of cultural heritage value or interest, and further, has caused the notice of intention to be published on the township’s website and in *The Review* newspaper in accordance with Section 29(3) of the *Ontario Heritage Act*;

WHEREAS no objection to the proposed designation were served on the municipality by October 11, 2024, being the last date for filing a notice of objection;

AND WHEREAS the Council for the Township of North Glengarry has described the property, set out the statement of cultural heritage value or interest for the property, and described the heritage attributes of the property in Schedule “B” to this By-law, which forms part of this By-law;

COUNCIL ENACTS AS FOLLOWS:

1. That the real property legally described in Schedule “A” to this By-law, is hereby designated to be of cultural heritage value or interest under Section 29 of the *Ontario Heritage Act*.
2. That the attached Schedules form part of the By-law.
3. And that the Township’s Clerk be authorized to cause a copy of this by-law to be registered against the property described in Schedule “A” at the Land Registry Office.

READ a first, second, third time and enacted in Open council this 15th day of October, 2024

Clerk/Deputy Clerk

Mayor

SCHEDULE "A" TO BY-LAW 47-2024

In the Township of North Glengarry in the United Counties of Stormont, Dundas and Glengarry,
property description as follows:

209-215 Main Street North, Alexandria, Ontario K0C 1A0

Plan 120, RCP Lot 1; Village of Alexandria.

SCHEDULE “B” TO BY-LAW 47-2024

STATEMENT OF CULTURAL HERITAGE VALUE OR INTEREST

Description of the Property

The former Alexandria Armoury was erected in 1913 and is known municipally as 209-215 Main Street North. This property is situated east of Main Street North, west of Dominion Street North, and south of Maple Street, and has frontage along all of the aforementioned streets. This property was used as a local military centre and was the only armoury in the region. It was crucial for training and supporting wartime efforts. Beyond its military function, the Armoury became a central social venue, hosting numerous community events.

Statement of Cultural Heritage Value or Interest

Design and Physical Value

The Alexandria Armoury has design and physical value as the building is a good example of a mid-size armoury built to standard Department of National Defence plans from the period of 1910 to 1915. It is a straightforward, utilitarian construction intended for military purposes. With little ornamentation, its purpose was to provide a functional drill space and armoury for local militia. It also exhibits quality craftsmanship as evidenced in the contrast of materials and elaboration of details on its gable ends. a striking red brick façade complemented by detailed corbelling around the roof, reflecting the craftsmanship of the era. The simple gable roof and the decorative brickwork emphasize its traditional military design, which has been meticulously preserved.

Historical and Associative Value

The property has historical value that yields information that contributes to an understanding of the Alexandria community as a military centre built as part of a pre-World War I Armoury building campaign. It is associated with the expansion of militia training facilities reflecting a major federal push towards the growth of the volunteer militia. It was built to house, at various times, the 59th Stormont Glengarry Regiment, the “C” Squadron of the Princess Louise Dragoon Guards, and “D” Company of the Stormont, Dundas and Glengarry Highlanders (Reserve).

Description of Heritage Attributes

Key attributes of the property that exemplify its cultural heritage value include the following:

- Rectangular footprint;
- Symmetrical massing;
- Low-pitched gable roof;

- Brick and masonry walls punctuated and articulated by corbelling;
- Stepped gable parapet walls at the north-east and south-west ends of the building;
- Coping along the roofline;
- Keystone detailing around windows;
- The Alexandria Armoury was constructed in 1913.



STAFF REPORT TO COUNCIL

Report No: CS-2024-34

October 15, 2024

From: Anne Leduc

RE: Appointment of Representative to Glengarry Soccer League

Recommended Motion:

THAT Council endorses the appointment of a member of the Municipal Recreation Association Committee to the Glengarry Soccer League as a representative of the Township of North Glengarry.

Background / Analysis:

The Glengarry Soccer League is in the process of updating its by-law to conform to Ontario's *Not-for-Profit Corporations Act*, 2010, S.O. 2010, c. 15. A draft of the new by-law was proposed to the organization. After discussion, it was recognized that document would require further review, and that the new version had to be inclusive and equitable for the different areas that are under the Glengarry Soccer League's purview.

To ensure that the Township of North Glengarry's interests are well represented during this transition, at their meeting on October 9, 2024, members of the Municipal Recreation Association Committee ("MRCA") brought forward a recommendation asking Council to endorse the appointment of a member of the MRAC to the Glengarry Soccer League. This representative would be a member in full standing with voting rights.

Alternatives:

Option 1 – Recommended – THAT Council endorses the appointment of a member of the Municipal Recreation Association Committee to the Glengarry Soccer League as a representative of the Township of North Glengarry.

OR

Option 2 – Not Recommended – THAT Council declines this request.

Financial Implications:

None

Attachments & Relevant Legislation:

N/A

Others Consulted:

Municipal Recreation Association Committee

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk

NOTE: The contribution to the project from each municipality is yet to be determined, it is not relevant for the application to the province

North Glengarry/SDG Project description

The objective of the project is to complete the design and construction of the realigned arterial road between County Rd 43 and Auld McMillan Rd in the South and County Road 34 and Power Dam Road in the North.

The joint project between the Township of North Glengarry and the United Counties of Stormont Dundas and Glengarry will include the design of a new 2-lane arterial roadway. The project also includes a new grade crossing of the VIA rail tracks at Power Dam Rd.

The project will be guided by the work completed as part of a past Environmental Assessment (EA) study, which involved an extensive study process and included consultation with the public.

- County Road 34 (Main Street) and Mill Square Improvements Municipal Class Environmental Assessment, March 2021

In advance of the preliminary design, an updated functional design will be developed to reflect newer design standards developed since the EA was completed. Land acquisitions requirements vary along the corridor. The exact property requirements will be determined during detailed design in coordination with ongoing development.

Project timing

A general summary of the estimated design timelines are as follows:

- Winter 2024/2025 – Consultant selection and updated functional design start
- Winter/spring 2025 – First public information session
- Summer– Field investigations
- Fall 2025 – Finalize preliminary Design
- Spring 2026 – Finalize detailed design
- 2025/2026 – Property acquisition
- 2026 - Start construction
- 2027 – Construction Completion

The above timelines are estimated and may change as the project progresses.

The full construction timelines are yet to be determined and will be dependent on future budget approval and coordination with other infrastructure projects across the Municipalities. Currently, phased construction is planned to start in 2026 and will depend on future Councils budget deliberations and transit affordability considerations. The construction phase of this project will occur over multiple years.

Alternatives:

Do not apply for funding.

Financial Implications:

The estimated cost of this project is \$15,800,000. If successful, the Township of North Glengarry could receive funding up to \$3.45 million per year over the next three years up to 50% of the total cost of the project. This would be estimated at \$7,900,000. As this is a joint project, an

agreement would be drafted between the United Counties of SD&G and the Township of North Glengarry to apportion the remaining costs.

Attachments & Relevant Legislation:

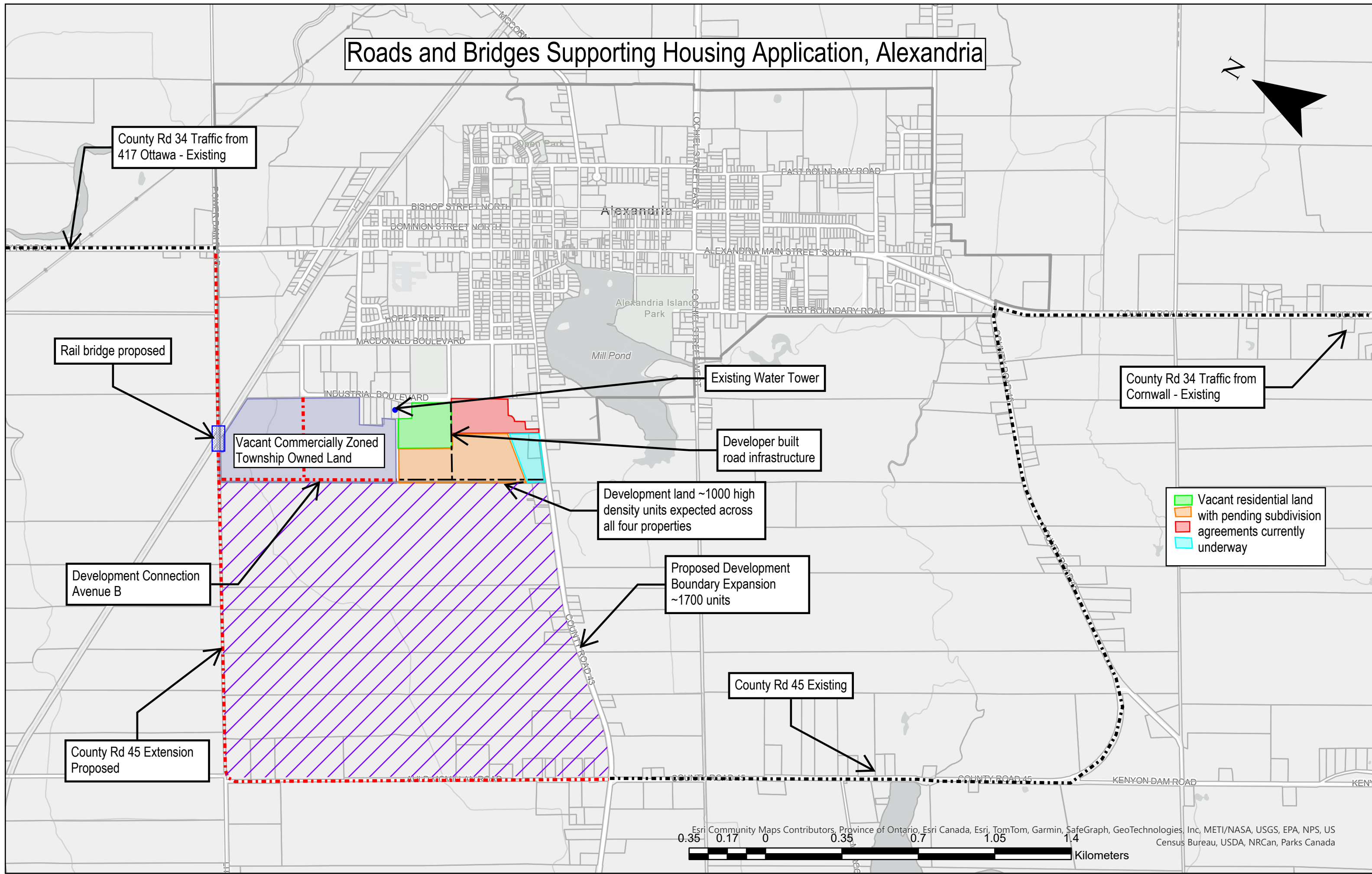
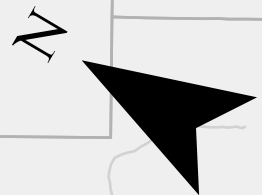
N/A

Others Consulted:

- Sarah Huskinson CAO
- Ben DeHaan – Director of Transportation SD&G
- Peter Young – Planning SD&G
- United Counties of Stormont Dundas and Glengarry

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk

Roads and Bridges Supporting Housing Application, Alexandria



County Rd 34 Traffic from 417 Ottawa - Existing

Rail bridge proposed

Vacant Commercially Zoned Township Owned Land

Existing Water Tower

Developer built road infrastructure

County Rd 34 Traffic from Cornwall - Existing

Development land ~1000 high density units expected across all four properties

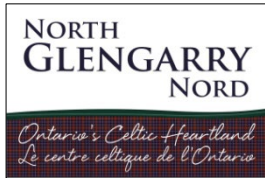
- Vacant residential land
- with pending subdivision
- agreements currently underway
- agreements underway

Development Connection Avenue B

Proposed Development Boundary Expansion ~1700 units

County Rd 45 Extension Proposed

County Rd 45 Existing



Community Development Committee

MINUTES

Wednesday, February 28, 2024 at 3:00 pm
Council Chambers – Township Office
3720 County Road 34
Alexandria ON K0C 1A0

PRESENT: Jamie MacDonald, Mayor & Chair

Michael Madden, Councillor
Gina Dragone, Community Representative
Dean MacGillivray, Community Representative
Chris McPherson, Community Representative
Joanne Pratt, Community Representative
Sarah Huskinson, Chief Administrative Officer / Clerk
Anne Leduc, Director – Community Services / Recording Secretary
Natalie Charette, Economic Development and Communications Coordinator

REGRETS: Carma Williams, Deputy Mayor

1) CALL TO ORDER

The meeting was called to order at 3:00 pm by the Chair.

2) DECLARATIONS OF PECUNIARY INTEREST

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

3) ADDITIONS, DELETIONS OR AMENDMENTS

None

4) ADOPTION OF THE AGENDA

Moved by: Chris McPhearson

Seconded by: Dean MacGillivray

THAT the agenda for the Community Development Committee for February 28, 2024, be adopted as amended.

Carried.

5) ADOPTION OF THE PREVIOUS MINUTES

Moved by: Michael Madden

Seconded by: Rory Levert

THAT the minutes of the November 1, 2023, Community Development Committee meeting be accepted as proposed.

Carried.

6) BUSINESS ARISING FROM THE MINUTES

There was no new business arising from the minutes.

7) DELEGATIONS

None

8) AGENDA ITEMS

a. SDG Rural Education Committee Update

The Chair shared a summary from Mr. Jeff Manley. Jeff advised that he reached out to the chairs of the Catholic and Upper Canada school boards. The Upper Canada school board Chair, Jamie Schoular responded that he would not meet with Jeff unless all Chairs of the four school boards were present. Donna Nielsen, Chair of the City of Cornwall and Glengarry, County Catholic and District School Board of Eastern Ontario attended a meeting with Jeff. Afterwards, Jeff tried to contact the Chair of the Upper Canada District School Board again to set up an informal meeting but was told that a meeting would not take place without the other Chairs.

In the meantime, members of the group will be reaching out to John Danaher and to staff at Upper Canada District School Board to see what can be done to move the file forward. It seems as if the present Chair of the Upper Canada School Board prefers to work in a silo.

Mr. Michael Madden forward an article from the Standard Freeholder speaking to the Upper Canada District School Board still looking for a 23+ acre site in Cornwall for a new school. There is another build for an elementary school in Brockville which will replace a couple of existing schools.

The Upper Canada District School Board was initially looking at building the new school near the Benson Centre. Another option that was considered was turning the existing St-Lawrence College, and a third was to replace Bridgewood which could impact the numbers at CharLan.

Jeff will formally request a meeting at the Upper Canada District School Board. If he gets turned down, a communication regarding this will be sent to Stephen Lecce, the Minister of Education.

b. Community Use of Schools

- i. Letter from Janet MacCrimmon, President Glengarry School of Piping & Drumming
Identification of priorities (4 to 5) by Committee members

Mrs. Gina Dragone indicated that Janet did not receive a response from the Upper Canada District School Board to her letter and that she is looking for support from the Township. Mr. MacDonald suggested putting together a letter of support referring to Janet's letter.

c. Alexandria and Maxville Working Groups – Updates

A meeting of the Alexandria Working Group was held to discuss development and associated issues. EVB has nearly finalized the Master Servicing Plan for Alexandria and a request will be made to have them attend the Community Development Committee meeting. The Trillium Landing development is still on track with excavation occurring weather permitting and infrastructure is moving through the process. The plan is for a Fall 2025 occupancy.

d. CAO Update

i. IHA

An email was received from developers from Casselman which have been hired by the IHA investors to move the project forward. Township staff is putting together information regarding a severance instead of a site plan of subdivision, and servicing options. Their preference would be an owner/purchaser model versus a rental model. Present zoning accommodates commercial on the ground floor. A severance can occur within a month.

Mrs. Sarah Huskinson has indicated that she has reached out several times to IHA staff but has only received non-committal responses.

The Township is hopeful that within the next few months there should be progress at this site. IHA will be invited to come to the Committee once the project starts to move forward visibly.

ii. Housing Enabling Water Systems Fund

This a small \$200,000,000 fund from the Province available to municipalities for water system improvements. Staff will be proposing smaller upgrades (pipes and pumps) for Industrial Blvd in Alexandria which would be subsidized in part through this fund with the remaining by the developer, with no cost to the Township.

Due to the limited amount of funding, the project needs to be relatively small, shovel ready and already have identified the number of units to be built. The Federal Government is being pressured to add to this new fund.

iii. Maxville engineering designs

Engineering designs are moving forward for Maxville.

e. Delegations at Good Roads Conference – April 21-24, 2024

- Due on March 8, 2024
- Two delegations for VQA with OMAFA and the Ministry of Finance.
- Duncan Ferguson – Rural Affairs Committee is looking for a delegation regarding drainage and beavers which will probably go to AMO instead.

f. Delegations at Roma

- Minister of Infrastructure – Requests were made for more funds for water and waste-water projects. Just for Maxville & Alexandria, the Township needs a minimum of \$36,000,000 to move those projects forward.
- Ministry of Finance – OMPF is based on population, assets, etc., and North Glengarry receives one of the highest percentages in SDG. There was an ask for a firmer outlook on the amount of funding to be receive over the next years. Assessment with MPAC was brought up during the discussion. Assessment has been frozen since 2016. One concern is around the Tax Reform and Tax Capping which might be a possibility when MPAC actually performs the reassessment. Requests for reconsiderations could severely impact municipalities. Owners are required to pay their taxes but may have amounts returned back once a ruling has been made.

g. HGMH

Rob Aldred-Hughes will be coming to the Committee in the future and may participate in a delegation to AMO. During an online meeting with HGMH they announced that they have recruited new nurses and have not had a shutdown of the Emergency Room since October. Their Employee Satisfaction Survey reported that 95% of people were very satisfied with their work conditions and environment.

h. Chambers of Commerce

Joint meeting between Maxville & Alexandria in January. Alexandria in not active and Maxville is winding down. They were open to a merger but nothing has moved since. Former members of the Alexandria Chamber were looking for an update. Maybe a survey to the business community to continue to support the possible merger. The Maxville Chamber will have their next meeting in March. Staff will keep reaching out to the groups for updates.

PENDING BUSINESS

None

9) CORRESPONDENCE/INFORMATION ITEMS

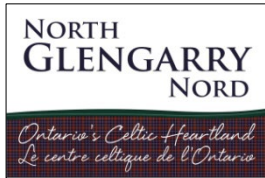
None

10) NEXT MEETING – March 27, 2023, at 3 pm in the Council Chambers at the Township Office.

11) ADJOURNMENT

The meeting was adjourned at 4:01 pm by Mr. Michael Madden.

Jamie MacDonald
Chair



Community Development Committee

MINUTES

Wednesday, May 29, 2024 at 3:00 pm
Council Chambers – Township Office
3720 County Road 34
Alexandria ON K0C 1A0

PRESENT: Jamie MacDonald, Mayor & Chair
Michael Madden, Councillor
David Fillion, Community Representative
Gina Dragone, Community Representative
Rory Levert, Community Representative
Dean MacGillivray, Community Representative
Chris McPherson, Community Representative
Joanne Pratt, Community Representative
Sarah Huskinson, Chief Administrative Officer / Clerk
Anne Leduc, Director of Community Services / Recording Secretary
Ainsley Hunt, Economic Development Officer
Grant Brown – Developer (Guest)

REGRETS:

1) CALL TO ORDER

The meeting was called to order at 3:03 pm by the Chair.

2) DECLARATIONS OF PECUNIARY INTEREST

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

3) ADDITIONS, DELETIONS OR AMENDMENTS

None

4) ADOPTION OF THE AGENDA

Moved by: Michael Madden

Seconded by: Rory Levert

THAT the agenda for the Community Development Committee for May 29, 2024, be adopted as proposed.

Carried.

5) ADOPTION OF THE PREVIOUS MINUTES

Moved by: David Filion

Seconded by: Dean MacGillivray

THAT the minutes of the April 29, 2024, Community Development Committee meeting be accepted as proposed.

Carried.

6) BUSINESS ARISING FROM THE MINUTES

There was no new business arising from the minutes.

7) DELEGATIONS

Mr. Grant Brown, Developer – Chase Meadows in Long Sault, South Stormont

Mr. Brown shared information on his background. Lives in Kemptville and started development with Sandy Woods Estate and Birchwood Estates, which are estate lots subdivisions. Purchased a property in Long Sault and built the first home in 2014. They expanded their land holdings and have built 180 homes since 2014. There will be 1,000 units by the time the property is fully developed.

Mr. Madden asked what his experience was like developing on private services vs on serviced land. Mr. Brown advised that development used to be easier on private services but there are new studies that are required to develop in that manner now. They might affect the development timeline, but it may still be less expensive to develop on private than on serviced lands. Mr. Brown indicated that his company would be interested in doing an estate subdivision if property was available. Mr. Madden asked if there is a ball-park figure to create a privately services estate lot. Mr. Brown indicated that he would have to perform a calculation, probably based on two housing units per acre, the cost of the property, and the time to sell the houses. Ideally, the timeline to sell 100 homes is maximum three years.

Mr. Madden asked about serviced land and the type of development / phasing. Presently they are looking at blocks of 35 units and bringing in the services for that phase. They also will sell off blocks to other developers / builders. In the future they would like to develop 50 to 60 units per year even though the market has slowed down.

Mr. MacGillivray has asked about the densification on rural property and asked what the ideal ratio was. Mr. Brown stated that this depends on the soil conditions but ideally two homes per acre is a reasonable number. Mr. MacGillivray asked what the cost is for a typical two-storey home in the Long Sault development. It's \$480K to \$500K of a 1,100 sq ft unit with a basement and garage, \$750K for a 1,200 - 1,250 sq ft unit and a 1,500 sq ft would be nearer to \$900,000. The size of homes has reduced. A few years ago the average size would be 1,500 to 1,800 sq ft. Homes are still less expensive in the Long Sault area than in the larger urban markets. Mr. Brown thinks that Alexandria is a great location and has lots to offer.

Mr. David Filion asked if 1,200 sq ft properties are semi-detached homes and he was advised that they are. The lots for the semis are 15m x 37m deep. Due to cost increases the lots have been reduced in size. Mr. Brown was asked if semi-detached homes could be built on estate lots but he does not see a market for this type of building on estate lots.

Mr. Brown indicates that capacity has been an issue with all municipalities. Mrs. Sarah Huskinson shared that a large industrial client in Alexandria closed their facility and that the municipality was expecting a larger decrease on the wastewater load than what has been recorded. There is an exercise to redevelop the designs for the lagoon to build out capacity for the next 20 years, as well as increasing the capacity in Maxville.

Mr. MacGillivray asked if 50 to 100 acres were developable. Mr. Brown was of the impression that this would be a good formula and one that was used for the Birchwood Estates that eventually was sold to Mr. Ron Aubin.

Mr. Chris McPherson mentioned that he knows of individuals that are looking to move to the area. Mr. MacDonald states that we need a mix of properties for all types of home buyers.

Mr. Brown asked what North Glengarry's solution is to the lack of capacity. The Township has asked to have the lagoon re-rated six years ago. Mr. Brown states that most developers would need a 200-unit capacity commitment from a municipality.

Long Sault treatment plant - <https://www.southstormont.ca/en/living-here/sanitary-sewage.aspx#Long-Sault>

Birchwood Estate lots are being re-sold before they are being built. Paragon Road is a multi-unit where the septic system takes up the entire back yard. With densification, there is a need for low-rise apartments which would trigger the older population to move to the units and vacate larger homes that could be purchased by single home units.

Developers pay for the infrastructure, and it gets turned over to the municipality. When it comes to utilities, this will be part of the due diligence prior to purchasing property. There could be a discussion with the property owner on what would be used as security for example, holding of lots instead of a letter of security from the bank.

Mr. MacDonald asked if they are having any issues with hiring personnel to build their homes and Mr. Brown said that they have none.

8) AGENDA ITEMS

a. SDG Rural Education Committee Update

To discuss the use of school space by the community at the SDG Rural Education Committee level.

b. Alexandria and Maxville Working Groups

MPP Stephane Sarrazin will be at the Township on May 31, 2024, for lunch. The Committee members will be invited to attend.

Topics:

- What is MMP Sarrazin hearing at the cabinet level? What boxes do we need to tick to get funding? What are the government's pressure points.
- Money for the lagoon expansion in Alexandria. EVB will have plans for Council to review for Alexandria and Maxville's upgrade will be less costly but there may be some upgrades that could be feasible to allow for some development at this time.
 - Have documentation on how many times the Township has applied for funding. Back in 2016 Council had to make a choice between water and wastewater (water for Maxville) but the ask has been there since the 1980s.
 - First phase of the Housing and Enabling Fund has passed but the next intake has not been announced. What is MMP Sarrazin hearing around the table for timing.
- Remind MMP Sarrazin that North Glengarry was pivotal in his winning the election.
- Implications of taxation for the wine industry outside the VQA area. Joanne Pratt to provide information.
- Provincial grants for commercial & industrial still tied to job creation when they privilege automation and technology.
- Education update and the use of school space by the community and the importance of Alexandria to the Upper Canada District School Board.
- Shortage of medical staff for Hospital, and Long-term care homes.
- Synopsis will be provided by Mrs. Sarah Huskinson.

c. HGMH CT Scan

Email is attached giving a positive update on the HGMH CT Scan. Fundraising will be set at \$3.5M.

d. Lobbying

Update will be provided next meeting.

e. CAO Update

Update will be provided next meeting.

f. Economic Development Update

Mrs. Ainsley Hunt provided an update on her activities:

- Attended 3 seminars
 - SD&G Affordable Housing Summit
 - Community Economic Development 101 with OMAFRA
 - Cornwall and SD&G Employer Recruitment and Retention
- Have been meeting with businesses and community stakeholders over the past month and have plans to go more this week with the surveys to collect more data.
- Organized June events with Sarah and Myscha.
- We have a Services for Seniors clinic scheduled for June 10th provided by Service Canada. This aligns with June's Seniors Month, and we now have a contact with Service Canada to host other sessions in the future.

- Was approached by an outside business operator who was looking to potentially expand to Alexandria. At this time, we've looped in our County and Provincial partners to the conversation. An update will be provided should this move forward.

9) PENDING BUSINESS

None

10) CORRESPONDENCE/INFORMATION ITEMS

None

11) NEXT MEETING – July 31, 2024 at 3 pm.

12) ADJOURNMENT

The meeting was adjourned at 4:26 pm by Mr. Michael Madden.

Jamie MacDonald
Chair

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Public Meeting of Planning

Monday September 30, 2024

5:30pm

Council Chamber

3720 County Road 34

Alexandria, On. K0C 1A0

PRESENT: Mayor: Jamie MacDonald
Deputy Mayor: Carma Williams
Councillor (At Large) - Jacques Massie
Councillor (Kenyon Ward) - Jeff Manley
Councillor (Alexandria Ward) - Michael Madden
Councillor: Brian Caddell
Councillor: Gary Martin

ALSO PRESENT: CAO/Clerk - Sarah Huskinson
Director of Building, By-law & Planning - Jacob Rhéaume
Deputy Clerk: Jena Doonan

1. DISCLOSURE OF CONFLICT OF INTEREST

2. ACCEPT THE AGENDA (Additions/Deletions)

Resolution No. 1

Moved By: Gary Martin

Seconded By: Carma Williams

THAT the Council of the Township of North Glengarry accepts the Public Meeting of Planning Agenda of **Monday September 30, 2024.**

Carried

3. RATIFY MINUTES

Resolution No. 2

Moved By: Jacques Massie

Seconded By: Jeff Manley

THAT the Council of the Township of North Glengarry accepts the minutes of the Public Meeting of Planning of **Monday August 12, 2024.**

Carried

4. Site Plan Development Agreement

a. SPDA By-law 40-2024 (MacEwen Agricentre Inc)

5. OLD BUSINESS

6. NEW BUSINESS

7. NOTICE OF MOTION

8. ADJOURNMENT

Resolution No. 3

Moved By: Carma Willams

Seconded By: Brian Caddell

THERE being no further business to discuss, the Public Meeting of Planning was adjourned at 5:59 pm.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

Carried.

6) BUSINESS ARISING FROM THE MINUTES

The blue plaque is now ready to be installed. Anne has spoken with the building owner, Jean Vaillancourt, who has indicated there is ongoing construction on the building and does not want it to get damaged. Once that is completed, the plaque will be installed.

7) DELEGATIONS

None

8) AGENDA ITEMS

a) CIP Housekeeping Item – 117 Main St South, Alexandria – Location of side signage

An email was sent to the members of the Arts, Culture and Heritage Committee on August 16, 2024, with the proof of the proposed changes to the side signage. There was a request for a slight change to the sign that was to be hung perpendicularly from the building. Instead, it was asked to be flat to the building to limit damage that may occur if it was left hanging.

The ACHC members responded with their approval for the artwork to be processed.

b) Heritage Designations

Staff worked closely with The United Counties of SDG in preparing the Heritage Designations. Property owners were visited by Township staff, Lindsay Parisien from the Counties, and ACHC Chair Jeff Manley, to discuss the intent to designate.

When staff met with one of the Private property owners, they were asked if there was a possibility to designate an additional commercial property as well. The property in question is currently occupied by *Fauxmagerie Zengarry* at 209-215 Main Street North in Alexandria. The building's historical significance stems from its use as the Old Armoury in Glengarry. Only the older portion of the building holds heritage significance, however. When staff prepares the By-law to move forward to Council, only the older elements of the building will be specified.

Mrs. Anne Leduc filled out the Request to designate forms for the St-Elmo Presbyterian Church and the St-Elmo Congregational Church. She has spoken with the secretary at the Dioceses and has been informed there is no formal process other than to send them the Notice of Intent to Designate by mail to the head office.

The goal is to bring a report on the Heritage Designations to Council for the September 9th meeting, with the publication of the notice in the Review on September 11th, 2024.

Staff can adjust the By-law should any objections be made prior it being brought forth to Council.

Moved by: Deirdre Hill

Seconded By: Sharon McRae

THAT the Arts, Culture and Heritage Committee recommends that the report for the Heritage Designation Process to the Municipal Register for the following six properties be brought to the Council meeting of September 9, 2024.

- Private Property – St-Elmo Presbyterian Church – 1992 County Rd 20, Maxville
- Private Property – St-Elmo Congregational Church - 18191 Kenyon Conc 19, Maxville
- Private Residence --6 Church St, Maxville
- Private Residence – 101 Centre St, Alexandria
- Private Residence – 53 Dominion St, Alexandria
- Commercial Property – 209-215 Main St N, Alexandria

Carried.

- c) Annual Review of the Community Grants Guidelines

Conditional on budget approval, the first Community Grant intake will be October 31, 2024. If there are any remaining funds, the second will be **February 28, 2025**. No changes have been made to the guidelines from the previous year. Staff is preparing to announce the Community Grants prior to budget approval to allow the community groups time to build their application.

There have been comments received in the past regarding the groups who receive funding are typically the same year over year. While staff encourages new applications, those who continue to apply and receive funding have shown a track record of successfully organizing events. Staff does not wish to discourage them from applying as these groups have continued to host events or activities that benefit the community with the funds from the Community Grant program.

After a formal review, the Committee was comfortable with the guidelines as proposed. The document, with the corrected date, will be brought to Council for their information.

- d) Meet me on Main Street

Council requested that the Meet me on Main Steet events be expanded to include the smaller hamlets this year. Apple Hill, Dunvegan and Glen Robertson hosted these events. There has been tremendously positive feedback from all communities who participated.

The estimated turnout across all events was 1,100 people.

This year, staff asked those who attended to share what they love about North Glengarry. As staff is looking to enhance the event for 2025, they have asked if ACHC members could communicate any ideas to Miss Ainsley Hunt for record keeping.

For 2025, it is proposed that the following dates be reserved for Meet Me on Main Street:

Date	Location
June 14, 2025 (Saturday)	Dunvegan
June 26, 2025 (Thursday)	Maxville
July 10, 2025 (Thursday)	?
July 24, 2025 (Thursday)	Alexandria
Aug 7 or 14, 2025 (Thursday)	?

Mr. Jeff Manley inquired on brewery and vineyard vendors at the events. Mrs. Leduc explained that liquor licensing makes it difficult to attract vineyards and breweries (basically a tax issue), and that they have attempted this in the past. Instead, staff has purchased local products available at the LCBO for the events as a means of encouraging the “Shop Local” programs.

Staff is going to scout local food vendors to attend next year as well.

9) PENDING BUSINESS

ACHC Member at Large, Laura Eustace-Lormier, has expressed in an email to Ms. Hunt that while she would love to be part of the ACHC in the future, the commitments she has at the moment impede her ability to meet with the Committee as scheduled.

The Committee is comfortable moving forward without a member for the meantime but will forward a list of names to Ms. Hunt to keep a record of should the need to replace a member occurs in the future.

10) CORRESPONDENCE/INFORMATION ITEMS

None

11) NEXT MEETING

The next meeting will be held Monday, October 7, 2024 at 1:00 pm in the Council Chambers at the Township Main Office.

12) ADJOURNMENT

The meeting was adjourned at 1:36 pm by Sharon McRae.

Jeff Manley

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 49-2024
FOR THE YEAR 2024**

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 October 15 2024, 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 15th day of October 2024.

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 49-2024, duly adopted by the Council of the Township of North Glengarry on the 15th day of October 2024

Certified CAO/Clerk / Deputy Clerk

Date