

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

**Monday December 10, 2018 at 7:00 p.m. – Council Chambers
102 Derby Street West, Alexandria, Ontario K0C 1A0**

Draft Agenda

THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

1. ACCEPT THE AGENDA (Additions/Deletions) (Jacques)
2. DECLARATIONS OF CONFLICTS OF INTEREST
3. ADOPTION OF PREVIOUS MINUTES (Carma)
 - a) Regular Meeting of Council – November 26, 2018
 - b) Inauguration Meeting of Council – December 3, 2018
 - c) Special Meeting of Council – December 6, 2018
4. DELEGATION(S)
5. COMMITTEE RECOMMENDATIONS
6. CAO/CLERK'S DEPARTMENT – Sarah Huskinson - CAO/Clerk
 - a) Schedule of Meetings and Discussion of Committees (Brenda)
 - b) Strategic Planning (Jeff)
7. COMMUNITY SERVICES DEPARTMENT –
Anne Leduc, Director of Recreation/Community Services
8. TREASURY DEPARTMENT – Kimberley Champigny – Treasurer & Director of Finance
 - a) By-law 61-2018 - Reserves and Reserve Funds Policy and Consolidation (Johanne)
 - b) Request for Proposal (RFP) Supply of Banking Services (Carma)
 - c) Transfer from Reserves (Jeff)
9. PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT -
Jacob Rhéaume – Director of Building, By-law & Planning / CBO
10. FIRE DEPARTMENT – Patrick Gauthier, North Glengarry Fire Chief
11. PUBLIC WORKS DEPARTMENT – Ryan Morton, Director of Public Works
12. CORRESPONDENCE
13. NEW BUSINESS
14. NOTICE OF MOTION
Next Regular Public Meeting of Council
Monday January 14, 2019 at 7:00 p.m. at the Centre Sandfield Centre, 102 Derby Street West,
Alexandria, Ontario.
Note: Meeting are subject to change or cancellation.
15. QUESTION PERIOD (limit of one question per person and subsequent question will be at the discretion of the Mayor/Chair).
16. CLOSED SESSION BUSINESS

Identifiable Individual (as this matter deals with personal matters about an identifiable individual, including municipal or local board employees they may be discussed in closed session under sections 239 (2)(b) of the *Ontario Municipal Act*);

Land (as this matter deals with a proposed or pending acquisition or disposition of land by the municipality or local board they may be discussed in closed session under sections 239 (2)(c) of the *Ontario Municipal Act*);

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

And adopt the minutes of the Municipal Council Closed Session meeting of September 24, 2018, October 9, 2018 and October 30, 2018.

17. **CONFIRMING BY-LAW**

a) By-law No. 62-2018 (Michel)

18. **ADJOURN** (Jacques)

Section 1

ACCEPT THE AGENDA

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: December 10, 2018

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday December 10, 2018.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 1

Section 2

DECLARATIONS OF CONFLICTS OF INTEREST

Section 3

ADOPTION OF PREVIOUS

MINUTES

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: December 10, 2018

MOVED BY: _____

SECONDED BY: _____

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

Regular Meeting of Council – November 26, 2018
Inaugural Meeting of Council – December 3, 2018
Special Meeting of Council – December 6, 2018

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 3

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

REGULAR MEETING OF COUNCIL

**Monday November 26, 2018 at 7:00 p.m. – Council Chambers
102 Derby Street West, Alexandria, On K0C 1A0**

A Regular meeting of the Municipal Council was held on November 26, 2018 at 7:00 p.m., with Mayor Chris McDonell presiding.

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

ALSO PRESENT: CAO/Clerk - Sarah Huskinson
Deputy Clerk – Lise Lavigne
Treasurer & Director of Finance – Kimberley Champigny
Director of the Building/By-law & Planning Services – Jacob Rhéaume
Building & Planning Assistant – Chantal Lapierre
North Glengarry Fire Chief – Patrick Gauthier

1. DECLARATIONS OF CONFLICTS OF INTEREST
2. ACCEPT THE AGENDA

Resolution No. 1

Moved by: Carma Williams **Seconded by:** Michel Depratto

That the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday November 26, 2018 as amended.

Carried

Addition to the Agenda

- 4(a) OPP –Update
- 13(a) Mayor's discretionary fund

Deletions from the Agenda

- 9(c) Z-09-2018 – Zoning Amendment

3. ADOPTION OF PREVIOUS MINUTES

Resolution No. 2

Moved by: Jamie MacDonald **Seconded by:** Carma Williams

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

- Regular Meeting of Council –October 9, 2018
- Special Meeting of Council – October 30, 2018

Carried

4. DELEGATION(S)

a) **OPP Update – Constable MacPherson**

Constable MacPherson provided relevant statistics to Council from the OPP detachment.

5. COMMITTEE RECOMMENDATIONS

6. CAO/CLERK'S DEPARTMENT – Sarah Huskinson - CAO/Clerk

a) **By-law 57-2018 to rescind by-law 57-2007 re: Dominion St. N.**

Resolution No. 3

Moved by: Jacques Massie

Seconded by: Jeff Manley

THAT Council for the Township of North Glengarry receives Staff Report No. AD-2018-11;

AND THAT by-law 57-2007 being a by-law to impose a charge on those who will benefit from the extension of water and sanitary sewer services on Dominion Street North, in the Town of Alexandria is hereby rescinded;

AND THAT by-law 57-2018 be read a first, second and third time and enacted in open Council this 26th day of November, 2018.

Carried

Action - LL

b) **By-law 58-2018 – Enbridge Franchise Agreement**

Resolution No. 4

Moved by: Brian Caddell

Seconded by: Jeff Manley

THAT Council for the Township of North Glengarry receives Staff Report No. AD-2018-10;

AND THAT the attached Franchise Agreement between the Corporation of the Township of North Glengarry and Enbridge Gas Distribution Inc. is hereby authorized, and the franchise agreement provided for therein is hereby granted;

AND THAT the Mayor and Clerk be hereby authorized and instructed on behalf of the Corporation of the Township of North Glengarry to enter into the franchise agreement;

AND THAT by-law 58-2018 be read a first, second and third time and enacted in open Council this 26th day of November, 2018.

Carried

Action - SH

7. **COMMUNITY SERVICES DEPARTMENT** - Anne Leduc, Director Community Services

8. TREASURY DEPARTMENT – Kimberley Champigny, Treasurer & Director of Finance

a) Federation of Canadian Municipalities Grant Agreement

Resolution No. 5

Moved by: Jeff Manley

Seconded by: Brian Caddell

THAT the Council of the Township of North Glengarry approves entering into an agreement with the Federation of Canadian Municipalities (FCM) for the Municipal Asset Management Program (MAMP) grant.

Carried

Action - KC

b) Application for Tile Drainage Loan

Resolution No. 6

Moved by: Michel Depratto

Seconded by: Carma Williams

THAT the Council of the Township of North Glengarry accepts and approves the application for Tile Drainage Loan for Lot N ½ 10 Concession 1 Lochiel Ward Roll # 011101600173000 for the amount of \$ 28,400.00.

Carried

Action - KC

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

Jacob Rhéaume – Director of the Building/By-law & Planning Services

a) Z-07-2018 – Zoning Amendment

Resolution No. 7

Moved by: Carma Williams

Seconded by: Michel Depratto

That the Council of the Township of North Glengarry adopt Zoning By-Law # Z-07-2018; and

That by-law Z-07-2018 be read a first, second and third time and enacted in Open Council this 26th day of November, 2018.

Carried

All in favour except for Councillor Michel Depratto.

Action - JR

b) Z-08-2018 – Zoning Amendment

Resolution No. 8

Moved by: Jamie MacDonald

Seconded by: Carma Williams

That the Council of the Township of North Glengarry adopt Zoning By-Law # Z-08-2018; and

That by-law Z-08-2018 be read a first, second and third time and enacted in Open Council this 26th day of November, 2018.

Carried

Action - JR

Deletions from the Agenda

9(c) Z-09-2018 – Zoning Amendment

10. FIRE DEPARTMENT – Patrick Gauthier, North Glengarry Fire Chief

a) Training Facility Lease

Resolution No. 9

Moved by: Jeff Manley

Seconded by: Brian Caddell

THAT Council for the Township of North Glengarry receives Staff Report No. FD-2018-07;

AND THAT Council adopt by-law 59-2018, being a by-law to authorize the Mayor and Clerk to enter into a lease agreement with Sonja Jensen for the property known as 18535 Diversion Road, Apple Hill, Ontario;

AND THAT by-law 59-2018 be read a first, second and third time and enacted in open Council this 26th day of November, 2018.

Deferred

Action - PG

b) Emergency Management Compliance

Resolution No. 10

Moved by: Jacques Massie

Seconded by: Jeff Manley

THAT Council for the Township of North Glengarry receives Staff Report No. FD-2018-08 for information purposes only.

Carried

Council congratulated Lindsay McIntosh-Mainville on the work well done as a CEMC.

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

12. CORRESPONDENCE

13. NEW BUSINESS

a) Mayor's discretionary fund

Resolution No. 11

Moved by: Jamie MacDonald

Seconded by: Carma Williams

That Council of the Township of North Glengarry authorizes; \$2,000.00 to be paid to the Grotto, and \$400.00 to be paid to the Alexandria Santa Claus Parade; from the Mayors discretionary fund.

Carried

Action - KC

14. NOTICE OF MOTION - Next Meeting of Council, December 10, 2018.

15. QUESTION PERIOD

16. CLOSED SESSION BUSINESS

17. CONFIRMING BY-LAW

Resolution No. 12

Moved by: Carma Williams

Seconded by: Michel Depratto

That the Council of the Township of North Glengarry receive By-law 60-2018; and

That Council adopt by-law 60-2018 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 60-2018 be read a first, second, third time and enacted in Open Council this 26th day of November, 2018.

Carried

Deputy Mayor Jamie MacDonald spoke on behalf of Council wishing the outgoing Mayor good wishes in his retirement.

18. ADJOURNMENT

Resolution No. 13

Moved by: Jacques Massie

Seconded by: Jeff Manley

There being no further business to discuss, the meeting was adjourned at 7:44 p.m.

Carried

CAO/Clerk/ Deputy Clerk

Mayor / Deputy Mayor

INAUGURAL MEETING OF COUNCIL

OF THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Monday, December 3, 2018
Council Chambers
"Centre Sandfield Centre"
102 Derby Street West, Alexandria

An Inaugural meeting of the Municipal Council was held in the Council Chambers on Monday, December 3, 2018 at 7:00 p.m., with Mayor Jamie MacDonald presiding.

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

ALSO PRESENT: **CAO/Clerk** – Sarah Huskinson
Deputy Clerk - Lise Lavigne
Treasurer – Kimberley Champigny
Deputy Treasurer – Rachel Kitchen
Director of Community Services – Anne Leduc
Economic Development & Communications Officer – Tara Kirkpatrick

1. OPENING

The newly elected Council was piped in by Piper Chris McPherson

2. CANADIAN NATIONAL ANTHEM

Followed by the playing of O' Canada in both official languages.

3. BLESSING/INVOCATION

CAO/Clerk Sarah Huskinson called upon the Father Ernest Leger to give his blessing for the new Council.

4. OATHS OF OFFICE

The CAO-Clerk proceeded with the newly elected Council Members who took the declaration of Office Oath of Allegiance.

5. MAYOR'S INAUGURAL ADDRESS

The Mayor, Jamie MacDonald delivered his inaugural address.

6. CLERK'S CERTIFICATE - UPPER -TIER COUNCIL

The CAO/Clerk certified the Mayor Jamie MacDonald and Deputy Mayor Carma Williams as appointed members for the Upper-Tier Council in Stormont, Dundas and Glengarry.

7. NEXT MEETING

The CAO/Clerk informed the members of Council and the Public that the first business meeting is scheduled for December 10, 2018.

8. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 7:30 p.m.

Sara Huskinson – CAO/Clerk

Jamie MacDonald – Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

SPECIAL MEETING OF COUNCIL

**Thursday December 6, 2018 at 3:00 p.m. – Gary Shepherd Hall
102 Derby Street West, Alexandria, On K0C 1A0**

A Special meeting of the Municipal Council was held on December 6, 2018 at 3:00 p.m., with Mayor Jamie MacDonald presiding.

PRESENT: **Councillor at Large** – Jacques Massie
Councillor (Lochiel Ward) – Brenda Noble
Councillor (Kenyon Ward) – Jeff Manley
Councillor (Alexandria Ward) – Michel Depratto

ALSO PRESENT: **Deputy Clerk** – Lise Lavigne
Treasurer & Director of Finance – Kimberley Champigny
Deputy Treasurer – Rachel Kitchen

REGRETS: **Deputy Mayor** - Carma Williams
Councillor (Maxville Ward) –
CAO/Clerk - Sarah Huskinson

1. **DECLARATIONS OF CONFLICTS OF INTEREST**
2. **ACCEPT THE AGENDA**

Resolution No. 1

Moved by: Jacques Massie

Seconded by: Jeff Manley

That the Council of the Township of North Glengarry accepts the agenda of the Special Meeting of Council on Thursday December 6, 2018.

Carried

3. **ADOPTION OF PREVIOUS MINUTES**
4. **DELEGATION(S)**
5. **COMMITTEE RECOMMENDATIONS**
6. **CAO/CLERK'S DEPARTMENT** – Sarah Huskinson - CAO/Clerk
7. **COMMUNITY SERVICES DEPARTMENT** - Anne Leduc, Director Community Services
8. **TREASURY DEPARTMENT** – Kimberley Champigny, Treasurer & Director of Finance
 - a) **By-law 56-2018 - Borrowing Agreement RBC Royal Bank**

Resolution No. 2

Moved by: Jeff Manley

Seconded by: Michel Depratto

THAT the Council of the Township of North Glengarry acknowledges and accepts the terms and conditions of the November 5th, 2018 borrowing letter agreement which replaces the April 7, 2010 agreement;

AND THAT the Council of the Township of North Glengarry directs the Director of Finance/Treasurer to submit a borrowing by-law for short term bridge financing to a maximum of \$11,000,000;

AND FURTHERMORE, the Council of the Township of North Glengarry delegates authority to the Mayor and the Director of Finance to execute any required documentation to access the short term bridge financing to a maximum of \$11,000,000.

AND THAT by-law 56-2018 be read a first, second and third time and enacted in open Council this 6th day of December, 2018.

Carried

9. **PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT -**
Jacob Rhéaume – Director of the Building/By-law & Planning Services
10. **FIRE DEPARTMENT** – Patrick Gauthier, North Glengarry Fire Chief
11. **PUBLIC WORKS DEPARTMENT** – Ryan Morton, Director of Public Works
12. **CORRESPONDENCE**
13. **NEW BUSINESS**
14. **NOTICE OF MOTION** - Next Meeting of Council, December 10, 2018.
15. **QUESTION PERIOD**
16. **CLOSED SESSION BUSINESS**
17. **CONFIRMING BY-LAW**
18. **ADJOURNMENT**

Resolution No. 3

Moved by: Michel Depratto

Seconded by: Jeff Manley

There being no further business to discuss, the meeting was adjourned at 3:08 p.m.

Carried

CAO/Clerk/ Deputy Clerk

Mayor / Deputy Mayor

Section 4

DELEGATION

Section 5

COMMITTEE

RECOMMENDATIONS

Section 6

CAO/CLERK'S

DEPARTMENT

Sarah Huskinson

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: December 10, 2018

MOVED BY: _____

SECONDED BY: _____

THAT Council for the Township of North Glengarry receives Staff Report No. AD-2018-12;

AND THAT Council for the Township of North Glengarry adopts the proposed schedule of meetings for January 2019;

And THAT Council for the Township of North Glengarry directs staff to prepare a revised Procedural By-law based on a Committee of the Whole structure and a draft schedule of meetings for the remainder of 2019.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 6 Item a



STAFF REPORT TO COUNCIL

Report No: AD-2018-12

December 4, 2018

From: Sarah Huskinson – Chief Administrative Officer/ Clerk

RE: Schedule of Meetings and Discussion of Committees

Recommended Motion:

THAT Council for the Township of North Glengarry receives Staff Report No. AD-2018-12;

AND THAT Council for the Township of North Glengarry adopts the proposed schedule of meetings for January 2019;

And THAT Council for the Township of North Glengarry directs staff to prepare a revised Procedural By-law based on a Committee of the Whole structure and a draft schedule of meetings for the remainder of 2019.

Background / Analysis:

As per the current procedural by-law, Council meetings are held the second and fourth Monday of each month at 7:00 pm and a meeting calendar is to be presented to Council for approval at the first meeting in December each year.

Currently, the Township has many committees as listed below:

- Recreation Committee
- Fire Committee
- Arts, Culture and Heritage Advisory Committee
- CIP Approvals Committee
- Public Works Committee
- Property Standards Committee
- Committee of Adjustment
- Planning Committee

There has been interest expressed to change the format of the Council and committee meetings to include a Committee of the Whole. The Committee of the Whole meeting would replace many of the committees named above to include sections for each department and would be held one day a month during the day. The two Council

meetings per month would remain. A Committee of the Whole would consolidate many of the current committees and save time for both Staff and Council.

If the Committee of the Whole and Council meeting structure and schedule is desirable to Council, the procedural by-law would need to be updated to include the new Committee of the Whole structure and remove some of the individual committees detailed in the current by-law.

A change to Committee of the Whole and Council Meeting structure would then leave the following committees:

COMMITTEE OF THE WHOLE	REMAINING COMMITTEES
Inclusive of:	Separate:
Finance Committee	Arts, Culture and Heritage/ CIPAC
Recreation Committee	Committee of Adjustment
Fire Committee	
Public Works Committee	
Planning Committee	

Also, there are Council representatives on other community committees/boards. Appointments to these committees are for the term of Council and are appointed by Council resolution:

- Glengarry Archives Board – two representatives
- Maxville Manor Board – one representative
- Friends of Glengarry Trail – one representative
- Raisin Region Conservation Authority – one representative
- Glengarry Pioneer Museum Board – one representative
- Glengarry Sports Palace Board – three representatives

Alternatives:

Option 1: THAT Council adopts the proposed schedule for January 2019 and direct staff to prepare a revised procedural by-law.

Option 2: Not recommended – THAT Council does not adopt the proposed schedule for January 2019 and direct staff to prepare a revised procedural by-law.

Financial Implications:

None.

Attachments & Relevant Legislation:

Proposed meeting schedule for January 2019

Others Consulted:



Sarah Huskinson
Chief Administrative Officer/ Clerk

January 2019 Council Meeting Schedule

Monday, January 14, 2019	7:00pm	Regular Council Meeting
Tuesday, January 22, 2019	9:00am	Special Council Meeting - Budget
Monday, January 28, 2019	7:00pm	Regular Council Meeting

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: December 10, 2018

MOVED BY: _____

SECONDED BY: _____

THAT Council for the Township of North Glengarry receives Staff Report No. AD-2018-13;

AND THAT the Council for the Township of North Glengarry approve the proposed strategic plan process as detailed in the appendix;

AND FURTHER THAT Council direct staff to request quotations for community consultations as part of the strategic planning process.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

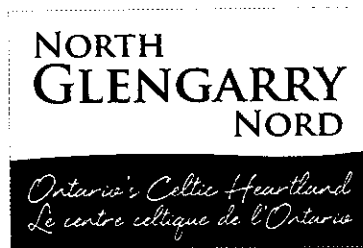
Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

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

Section 6 Item b



STAFF REPORT TO COUNCIL

Report No: AD-2018-13

December 4, 2018

From: Sarah Huskinson – Chief Administrative Officer/ Clerk

RE: Strategic Planning

Recommended Motion:

THAT Council for the Township of North Glengarry receives Staff Report No. AD-2018-13;

AND THAT the Council for the Township of North Glengarry approve the proposed strategic plan process as detailed in the appendix;

AND FURTHER THAT Council direct staff to request quotations for community consultations as part of the strategic planning process.

Background / Analysis:

Strategic planning is an important tool which municipalities can utilize to proactively plan for the future. The municipality's strategic plan defines Council's goals and objectives and ensures that resources can be allocated to achieve the desired outcomes. For staff, the identification of common goals enables administration to proactively focus on meeting the collective priorities of Council and in turn, the community. A strategic plan is one of the most important documents for any municipality, only second to the annual budget. The strategic plan impacts and influences the workplans of each of the departments, the annual budget, official plan, by-laws and policies.

There are various approaches to the strategic plan, however, most involve the following steps:

1. Organizational Analysis – Strengths, Weaknesses, Opportunities and Threats
2. Establishing a mission and objectives (what is important and how you are going to achieve it)
3. Strategy formulation (who, what, when, how)
4. Strategy implementation
5. Evaluation and updating

The strategy plan process can involve using consultants to various degrees; from no consultants being used to consultants being used during the entire process. Staff are

recommending that a consultant be hired to assist with community consultations, and with the remainder of the strategic plan process being completed by staff.

Alternatives:

Option 1: THAT Council approves the proposed strategic plan process.

Option 2: Not recommended – THAT Council does not approve the proposed strategic plan process.

Financial Implications:

None. The community consultations will be covered by the consulting budget line in the admin department.

Attachments & Relevant Legislation:

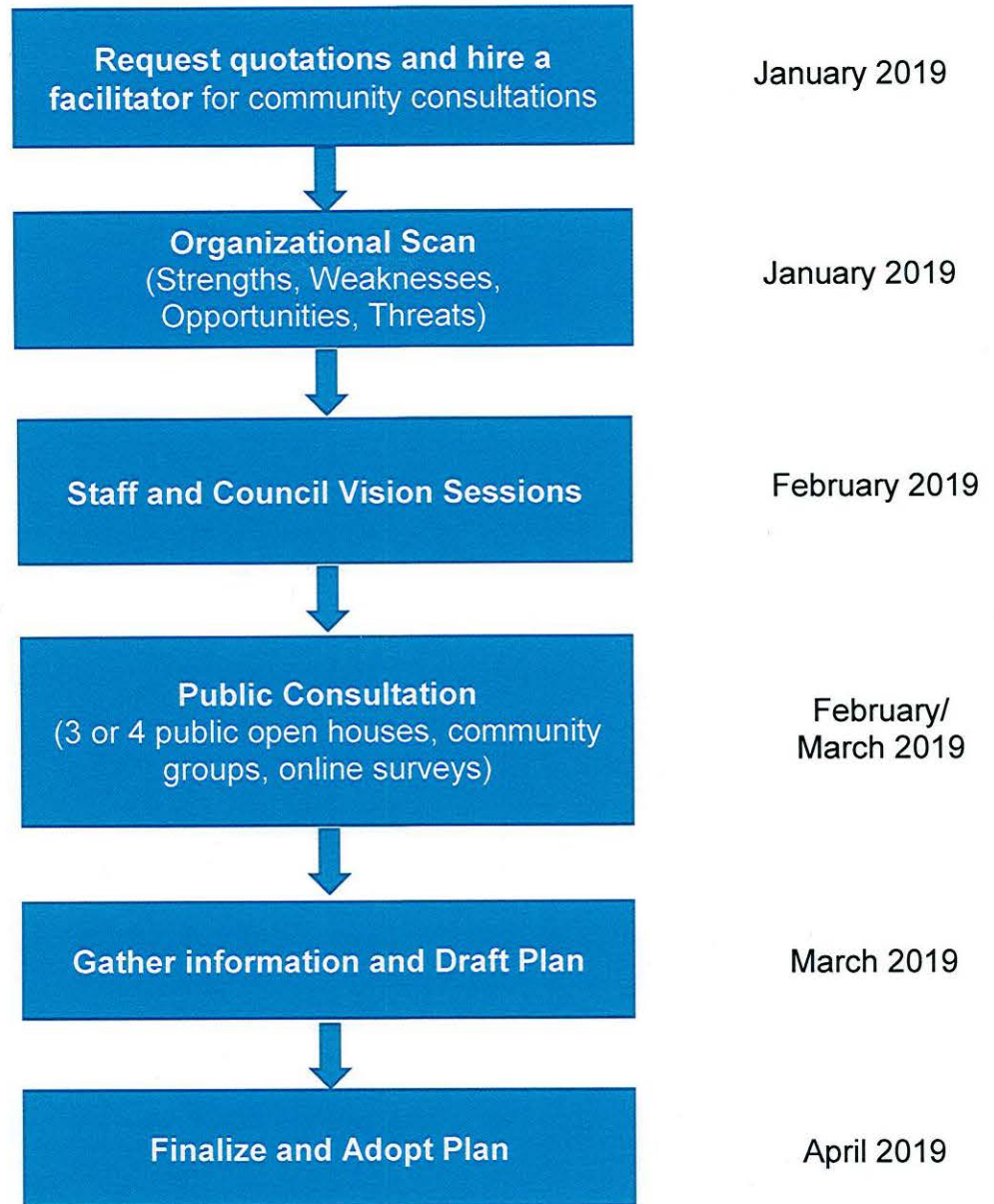
Proposed Schedule

Others Consulted:



Sarah Huskinson
Chief Administrative Officer/ Clerk

Proposed Strategic Plan Process



Section 7

COMMUNITY SERVICES

DEPARTMENT

Anne Leduc

Section 8

TREASURY DEPARTMENT

KIMBERLEY CHAMPIGNY

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: December 10, 2018

MOVED BY: _____

SECONDED BY: _____

THAT Council of the Township of North Glengarry approves the redistribution of reserves as noted in Appendix A;

And THAT Council of the Township of North Glengarry approves the Reserve and Reserve Funds Policy;

AND THAT by-law 61-2018 be read a first, second and third time and enacted in open Council this 10th day of December, 2018.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

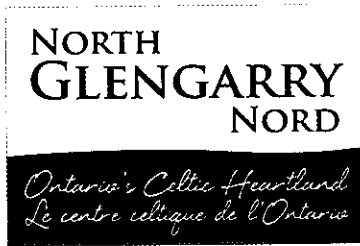
Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 8 Item a



STAFF REPORT TO COUNCIL

Report No: TR2018-18

November 6, 2018

From: Kim Champigny - Director of Finance/Treasurer

RE: Reserves and Reserve Funds Policy and Consolidation

Recommended Motion:

THAT Council of the Township of North Glengarry approves the redistribution of reserves as noted in Appendix A;

And THAT Council of the Township of North Glengarry approves the Reserve and Reserve Funds Policy;

AND THAT by-law 61-2018 be read a first, second and third time and enacted in open Council this 10th day of December, 2018.

Background / Analysis:

The Township maintains reserves and reserve funds for planned future capital expenditures, unexpected or unpredicted events, or extraordinary expenditures which would otherwise cause fluctuations in the operating or capital budgets. This policy is required to provide direction to manage reserves, reserve funds, and deferred revenue in a responsible manner and to use reserves, reserve funds, and deferred revenue solely for the specific purpose determined.

The Township currently has 38 active reserve funds, but many have been duplicated, have similar uses (i.e. there are 5 specifically for water/sewer) or their uses have been combined (Elections/Zoning/OP). Attachment "A", shows the current reserves and the suggested changes which will provide clarity for each reserve.

Alternatives:

Option 1: Approve the Reserve and Reserve Funds Policy and restructuring of the reserve accounts.

Option 2: Do not approve the Reserve and Reserve Funds Policy and restructuring of the reserve accounts.

Option 3: Only approve either the Policy or the restructuring of the reserve accounts.

Financial Implications:

There are no financial implications other than to clarify the managing of the reserves and their uses.

Attachments & Relevant Legislation:

Others Consulted:

Deputy Treasurer

A handwritten signature in black ink, appearing to read "Sarah Huskinson". The signature is written in a cursive style with a large initial 'S'.

Reviewed and Approved by:
Sarah Huskinson, CAO/C

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NO. 61-2018

BEING a by-law to approve a Reserves and Reserve Funds Policy for the Township of North Glengarry.

WHEREAS the Council of The Corporation of the Township of North Glengarry deems it important to establish a Reserves and Reserve Funds Policy;

AND WHEREAS the Municipal Act, 2001. c. 25, s 417 (1) provides for the establishment and maintenance of a reserve fund for any purpose for which it has authority to spend;

AND WHEREAS the Municipal Act, 2001 c. 25, s 147 (2) indicates that municipal approval is required to provide for a reserve fund;

AND WHEREAS the Municipal Act, 2001 c. 25, s 417 (4) indicates that a municipality by by-law may provide money raised for a reserve fund established under s 417 (1) may be applied to a purpose other than that for which the fund was established;

NOW THEREFORE BE IT ENACTED BY THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY AS FOLLOWS:

1. **THAT:** The Reserves and Reserve Fund Policy attached to and forming part of this by-law be approved;
2. **THAT:** This by-law shall come into force and effect on the date of its final passage.

READ a first, second, third time and enacted in Open council this 10th day of December 2018.

Clerk/Deputy Clerk

Mayor/Deputy Mayor

I hereby certify this to be a true copy of By-law 61-2018, and that such by-law is in full force and effect.

Date Certified

Clerk/Deputy Clerk

NORTH GLENGARRY NORD



RESERVES AND RESERVE FUNDS POLICY

BACKGROUND

The Township maintains reserves and reserve funds for planned future capital expenditures, unexpected or unpredicted events, or extraordinary expenditures which would otherwise cause fluctuations in the operating or capital budgets. This policy is required to provide direction to manage reserves, reserve funds, and deferred revenue in a responsible manner and to use reserves, reserve funds, and deferred revenue solely for the specific purpose determined.

1. PURPOSE

The purpose of the Reserve and Reserve Funds Policy is to establish long term funding strategies for the Township and to ensure good financial and cash management for ongoing financial stability. This policy will support decisions relating to long-range financial planning for operations and capital projects to maximize both debt servicing costs and significant annual budget impacts by allocating costs over many years through the prudent use of reserves and reserve funds.

2. DEFINITIONS

“Deferred Revenue” means revenue that is considered a liability on the Municipality’s financial statements, until such time it becomes relevant to current operations. Deferred revenue is set aside as an obligatory reserve fund for specific purpose by legislation, regulation, or agreement. Federal gas tax is an example of a deferred revenue.

“Discretionary Reserve Fund” means a reserve fund under the Municipal Act when Council wishes to earmark revenue to finance a future expenditure for which it has the authority to spend money, and to set aside a certain portion of any year’s revenues so that the funds are available as required.

“Obligatory Reserve Fund” means a reserve fund when a provincial or federal statute requires that the revenue received for specific purposes be segregated from the general revenues of the municipality. Obligatory reserve funds are to be used solely for the purpose prescribed for them by the statute.

“Reserve” is an allocation of accumulated net revenue with no reference to any specific asset and does not require segregation as in the case of a reserve fund.

“Reserve Fund” means a fund with assets which are segregated and restricted to meet the purpose of the reserve fund. It is based on a statutory requirement, defined liability, or planned capital expenditure. There are two types of reserve funds: obligatory reserve funds and discretionary reserve funds.

“Township” means the Corporation of the Township of North Glengarry.

3. PROCEDURE

The use of reserves is one way of maintaining a sound financial position. However, cash flow changes, risk management, or other considerations may affect reserve requirements. Reserves must be supported by financial evidence indicating the extent of the reserves required. Reserves and discretionary reserve funds help to stabilize the general municipal tax levy and reduce the need for debt. The assets of the reserve funds can be invested to earn income, thus helping to reduce the amount of money to be set aside. Investments are subject to the Municipal Act and the Investment Policy adopted by Council.

All reserve and reserve funds must be established, maintained and used for a specified purpose mandated by this policy, or by-law. Reserves and reserve funds are created by specific motions of Council or as part of other motions, such as annual budgets or gas tax. The annual budget shall set out the estimated portion of revenues considered necessary to be paid into the reserve and reserve funds. The annual operating surpluses are to be transferred to the Working Fund Reserve up to a maximum of 75% the Taxes Receivable with any excess being transferred to the Contingency Reserve. Money in a reserve or reserve fund shall be spent only for the predetermined purpose(s) of the reserve or reserve fund.

Forecasts will be developed for each reserve and reserve fund and will be updated at least annually as part of the budget process. The adequacy of the reserve and reserve fund shall be determined on a case-by-case basis using an estimate of inflows and outflows.

Debt repayment is not normally funded through a reserve. Instead, debt shall be incurred and repaid through the operating fund with corresponding transfers to and from reserves. Any funding of debt costs shall be identified in the Township’s annual operating budgets.

Reserve and reserve fund balances, projected contributions, and planned expenditure withdrawals shall be presented with the annual budget. Balances of reserves, discretionary reserve funds, and deferred revenue with comparative figures shall be disclosed by way of note to the financial statements, with specific reference made on the financial statements to the note, in conformity with the requirements of the Public Sector Accounting Standards.

Temporary inter-fund borrowing to cover a reserve fund shortfall is permitted and encouraged to avoid external debt charges. However, borrowing from a reserve or reserve fund may occur only when an analysis of the reserve has determined that excess funds are available and that the use of these funds will not adversely affect the intended purpose of the reserve. Any inter-fund borrowing would require Council approval.

4. WORKING OR FISCAL RESERVES

The Fiscal reserves were established to maintain the financial health and fund future fiscal obligations, known and unknown, of the municipality. They are often referred to as “rainy day funds”. Any remaining operating surpluses shall be transferred at year end to the specific department working funds (i.e. Recreation, R.A.R.E, CEMC, etc.) and any deficits incurred by these departments shall be funded from their specific working fund. All other operating surpluses/deficits from other departments shall be transferred to/from the Working Fund North Glengarry.

Currently, the Township has established the following fiscal reserves:

CEMC Contingency – This reserve was established to provide funding for any unplanned emergency management expenses that should occur. It is funded as required through contributions from the tax levy on an as needed basis.

Elections – This reserve was established to stabilize the impacts of operating cost increases that occur every four years due to election expenses. There is an annual contribution of \$12,500 through the approved budget process to provide funding for election year expenses. Transfers from this reserve occur through the budget process in election years.

Library: – This reserve was established to stabilize the impacts of cyclical revenue downturns and operating cost increases that are largely temporary and not within the Township’s ability to adjust in the short term for the library.

North Glengarry Working – This reserve fund was established to ensure the Township meets cash flow requirements and provide contingencies for unpredictable revenue sources. This reserve is funded through the annual surpluses of the Township with the target balance of 10% of the annual operations; however, it also funds any year end deficits that the Township may have.

Library: – This reserve was established to stabilize the impacts of cyclical revenue downturns and operating cost increases that are largely temporary and not within the Township’s ability to adjust in the short term for the library.

Planning – This reserve was established to provide funding for planning related items, specifically the costs associated with the Official Plan of the Township.

Recreation: – This reserve was established to stabilize the impacts of downturns and operating cost increases that are largely temporary and not within the Township’s ability to adjust in the short term for recreation. Transfers to and from this reserve are based on annual approved budgets.

WSIB Insurance – This reserve was established to cover any insurance claims that may occur for certain classes of employees while the Township was a Schedule 2 employer.

5. CAPITAL RESERVES

The Capital Reserve Funds are established to create a funding source for infrastructure, equipment, and facilities and landfill closure sites. Any remaining surpluses on approved expenditures funded through one of these capital reserves, shall be returned to the specific reserve at year end. The Township has established Capital Reserve Funds for the following purposes:

Fire– This reserve is to fund the replacement and purchase of fire equipment and vehicles. Transfers to and from these reserves are based on annual approved budgets.

Infrastructure – This reserve was established to provide funds to refurbish, replace and maintain Township infrastructure such as roads, sidewalks and bridges. Transfers to and from this reserve are based on annual approved budgets.

North Glengarry Capital – This reserve was established to provide a source of revenue for unexpected increased costs to capital items. This can include infrastructure, legal affairs, natural disasters, etc. Transfers to and from this reserve are based on annual approved budgets.

Soccer Dome – This reserve was established to provide a source of funds to properly maintain the Soccer Dome. This reserve is funded by unspent capital approved for the Glengarry Indoor Soccer Complex.

Waste Disposal Sites – This reserve was established to cover closure and post closure costs associated with the waste disposal sites located in the Township. Transfers to and from this reserve are based on annual approved budgets.

6. SPECIFIC PURPOSE RESERVES

The specific purpose reserves are discretionary reserve funds created by Council to allocate money to specific projects or purposes.

Dunvegan Recreation Association Accessibility – This reserve has been established for capital and major infrastructure work for the Dunvegan Recreation Association to meet accessibility requirements.

Island Park – This reserve has been established for capital and major infrastructure repairs to the Alexandria Island Park recreation area. Transfers to and from this reserve are based on annual approved budgets.

Glen Robertson Rink Reserve – This reserve has been established for capital requirements dedicated to the Glen Robertson outdoor rink project.

Maxville Soccer Lights Reserve – This reserve has been established for capital requirements and minor infrastructure repairs dedicated to the Maxville Soccer Lights.

North Glengarry Sewer – This reserve has been established for waste water infrastructure expansions and repairs. This reserve is funded or used as a funding source based on the approved budget from the sewer rates. The general tax levy is not considered as a funding source.

North Glengarry Water – This reserve has been established for water infrastructure expansions and repairs. This reserve is funded or used as a funding source based on the approved budget from the water rates. The general tax levy is not considered as a funding source.

Water Meters – This reserve was established to fund the replacement of water meters. Interest is earned on an annual basis as the only contribution; however, contributions can be adjusted based on the approved budget process and is funded only through the water rates. The general tax levy is not considered as a funding source.

7. OBLIGATORY RESERVES

Obligatory reserves are established whenever legislation requires revenue received for special purposes to be separated from the general revenues of the municipality.

Cash-in-lieu of Parkland – This reserve was established to receive and hold cash payments received in lieu of the conveyance of parklands otherwise required in respect of the development or redevelopment of lands as set out in the Planning Act. This reserve shall only be used for the following: acquisition of land for public park purposes; capital projects for the development of new public parks; capital projects to increase capacity of existing public parks; and, capital projects for repair, renewal or replacement of fixed recreation and park assets. Reallocation to other purposes or reserve funds from this account is not permissible.

Federal Gas Tax – This reserve was established as a permanent source of funding from Infrastructure Canada for local roads, bridges, waste water infrastructure, and drinking water. The Township primarily uses this fund for bridges. This reserve is funded twice a year through a set allocation from Infrastructure Canada.

Township of North Glengarry		Attachment "A"	
Reserve and Reserve Fund Balance			
Estimated Ending Balance 2018			
Reserve Name	Ending Balance 2018	New Reserve Name	After Restructuring Amount
Working Funds			
CEMC Contingency Fund	-50,000.00	CEMC Contingency Fund	-50,000.00
Library	-5,633.00	Library Contingency Fund	-5,633.00
North Glengarry General Fund	-343,804.72	North Glengarry Working Fund	-344,125.44
OP/Zoning/Election Reserve	-65,000.00	Elections Fund	-50,000.00
RARE	36,522.53	RARE Contingency Fund	36,522.53
Recreation	-127,598.00	Recreation Contingency Fund	-127,598.00
Staff Development Fund	-320.72		
WSIB Insurance	-54,442.57	WSIB Insurance Contingency Fund	-54,442.57
		Planning Fund	-15,000.00
Total Working Funds	-610,276.48		-610,276.48
Capital Funds			
Fire Department	-324,560.47	Fire Department Capital Reserve	-324,560.47
		Facilities Reserve	0.00
		Fleet Reserve	0.00
North Glengarry General Fund	-28,316.33	North Glengarry Capital Reserve	-28,316.33
Roads Department	-541,416.51	Infrastructure Capital Reserve	-541,416.51
Soccer Dome	-7,000.00	Soccer Dome Capital Reserve	-7,000.00
Waste disposal site	-901,280.47	Waste Disposal Sites Reserve	-1,002,843.15
Waste disposal site - Kenyon Ward	-7,005.07		
Reserve Fund - Apple Hill landfill	-94,557.61		
Total Capital Funds	-1,904,136.46		-1,904,136.46
Specific Purpose Reserves			
Reserves Alexandria Water/Sewer	-316,241.00		
Reserve Fund - Lagoon/Sewage	-4,150.80		
Reserve - Sanitary Sewer Upgrade	-471,260.95		
		Dunvegan Recreation Assoc Accessibility Reserve	0.00
Alexandria Island Park	-9,821.21	Island Park Reserve	-9,821.21
		Glen Robertson Rink Reserve	0.00
		Maxville Soccer Lights Reserve	0.00
North Glengarry Sewer	-989,118.10	North Glengarry Sewer Reserve	-1,622,650.35
North Glengarry Water	-713,156.42	North Glengarry Water Reserve	-871,276.92
Reserve Fund Water Meters	-44,360.01	Water Meters Reserve	-44,360.01
Total Specific Purpose	-2,503,748.48		-2,503,748.48
Obligatory Reserves			
Reserve - Cash in Lieu of Parkland	-12,219.33	Reserve - Cash in Lieu of Parkland	-12,219.33
Bridges (Federal Gas Tax)	-174,926.66	Federal Gas Tax Reserve	-174,926.66
Total Specific Purpose	-187,145.99		-187,145.99
Total Reserve and Reserve Funds	-5,018,161.42		-5,018,161.42

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: December 10, 2018

MOVED BY: _____

SECONDED BY: _____

THAT Council awards the Request for Proposal for Banking Services to the RBC Royal Bank for a term of five (5) years commencing January 1st, 2019.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

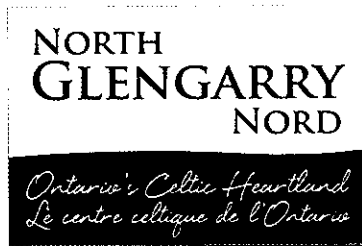
Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 8 Item b



STAFF REPORT TO COUNCIL

Report No: TR2018-20

November 6, 2018

From: Kim Champigny - Director of Finance/Treasurer

RE: Request for Proposal (RFP) Supply of Banking Services

Recommended Motion:

THAT Council awards the Request for Proposal for Banking Services to the RBC Royal Bank for a term of five (5) years commencing January 1st, 2019.

Background / Analysis:

An RFP was advertised for banking services for the Township for a five year period. Four proposals were received for these services.

All four proposals were reviewed and scored by the CAO, Deputy Treasurer and Director of Finance/Treasurer. A matrix was created for scoring as noted below:

Financial Proposal Interest Earned	20 points
Financial Proposal Fees and Charges	15 points
Detailed Transition Plan	10 points
On Line Banking	20 points
Innovative Solutions	10 points
Community Participation	15 points
References	<u>10 points</u>
TOTAL	100 points

The average scores for the evaluations resulted in the following:

RBC Royal Bank	95 points
BMO Financial Group	80 points
Scotiabank	70 points
Desjardins	47 points

Alternatives:

N/A

Financial Implications:

This service is required to provide continuity to banking services for the Township.

Attachments & Relevant Legislation

None

Others Consulted:

CAO/Clerk
Deputy Treasurer



Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: December 10, 2018

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry approves the transfer of funds as follows:

Transfer from Roads Reserve
as follows: \$25,541 for work previously scheduled (2017)
\$326,619 previously identified as funded through debt;

Transfer from Recreation Reserve
as follows: \$6,000 to Glen Robertson Outdoor Rink Reserve
\$20,000 Maxville Soccer Lights Reserve
\$20,000 Dunvegan Association Accessibility Reserve
\$21,380 for playground equipment for Dunvegan
\$59,000 to pay for Sidewalks at Island Park (2017);

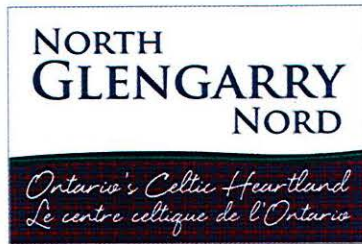
Transfer from Alexandria Island Park
\$9,000 for work previously scheduled (2017)

Carried	Defeated	Deferred
_____	_____	_____

MAYOR / DEPUTY MAYOR

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

Section 8 Item c



STAFF REPORT TO COUNCIL

Report No: TR2018-22

November 6, 2018

From: Kim Champigny - Director of Finance/Treasurer

RE: Transfers from Reserves

Recommended Motion:

THAT the Council of the Township of North Glengarry approves the transfer of funds as follows:

Transfer from Roads Reserve as follows:	\$25,541 for work previously scheduled (2017) \$326,619 previously identified as funded through debt;
Transfer from Recreation Reserve as follows:	\$6,000 to Glen Robertson Outdoor Rink Reserve \$20,000 Maxville Soccer Lights Reserve \$20,000 Dunvegan Association Accessibility Reserve \$21,380 for playground equipment for Dunvegan \$59,000 to pay for Sidewalks at Island Park (2017);
Transfer from Alexandria Island Park	\$9,000 for work previously scheduled (2017)

Background / Analysis:

There were items that were carried forward on work plans from 2017 that were not noted on the 2018 budget. Because we cannot reissue taxes to fund these items, they are being brought forward to council for approval through a transfer from the various reserves.

Frasier Road Bridge work in the amount of \$25,541 was partially complete in 2017 and finished in 2018. The \$326,619 being transferred was for the purchase of the grader which originally was funded through long term debt but now being funded through the reserve.

The sidewalk work at Island Park originally budgeted in 2017 but not included in the 2018 budget is being funded through the Alexandria Island Park Reserve and the Recreation Reserve although this does not totally cover the charges of \$71,000. The playground equipment purchased for the Dunvegan Playground Association also needs to be funded from the Recreation Reserve in the amount of \$21,380 which was

not in the original budget. The other transfers from the Recreation Reserves are for past items noted on council resolutions that did not get separate specific purpose reserves set up for them.

As per the Municipal Act, council is required to approve all spending including transfers to and from reserves. Although this usually happens through the budget process, this is being brought forward to correct past items.

Alternatives:

N/A

Financial Implications:

These transfers will reduce the Roads Reserve by \$352,160 and almost deplete the funds in the general Recreation Reserve and Island Park Reserve.

Attachments & Relevant Legislation

None

Others Consulted:

CAO/Clerk



Reviewed and approved by:
Sarah Huskinson, CAO/clerk

Section 9

**PLANNING/BUILDING
BY-LAW
DEPARTMENT**

Jacob Rhéaume

Section 10

FIRE DEPARTMENT

Patrick Gauthier

Section 11

PUBLIC WORKS

DEPARTMENT

Ryan Morton

Section 12

CORRESPONDENCE

Section 13

NEW BUSINESS

Section 14

NOTICE OF MOTION

Section 15

QUESTION PERIOD

Section 16

CLOSED SESSION

BUSINESS

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: December 10, 2018

MOVED BY: _____

SECONDED BY: _____

Proceed "In Closed Session",

Identifiable Individual (as this matter deals with personal matters about an identifiable individual, including municipal or local board employees they may be discussed in closed session under sections 239 (2)(b) of the *Ontario Municipal Act*);

Land (as this matter deals with a proposed or pending acquisition or disposition of land by the municipality or local board they may be discussed in closed session under sections 239 (2)(c) of the *Ontario Municipal Act*);

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

And adopt the minutes of the Municipal Council Closed Session meeting of September 24, 2018, October 9, 2018 and October 30, 2018.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 16 Item a

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: December 10, 2018

MOVED BY: _____

SECONDED BY: _____

Adopt Minutes of "In Camera" Session

That the minutes of the Municipal Council "In Camera" session meeting September 24, 2018, October 9, 2018 and October 30, 2018 be adopted as printed.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 16 Item b

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: December 10, 2018

MOVED BY: _____

SECONDED BY: _____

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

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 16 Item c

Section 17

CONFIRMING BY-LAW

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: December 10, 2018

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry receive By-law 62-2018; and

That Council adopt by-law 62-2018 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 62-2018 be read a first, second, third time and enacted in Open Council this 10th day of December, 2018.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 17 Item a

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 62-2018
FOR THE YEAR 2018**

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 December 10, 2018 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 10th day of December, 2018.

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 62-2018, duly adopted by the Council of the Township of North Glengarry on the 10th day of December, 2018.

Date Certified

CAO/Clerk / Deputy Clerk

Section 18

ADJOURN

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: December 10, 2018

MOVED BY: _____

SECONDED BY: _____

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

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 18