

# THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

## Special Meeting of Council

**Monday June 4th, 2018 at 9:00 a.m. – Gary Shepherd Hall  
102 Derby Street West, Alexandria, Ontario K0C 1A0**

### Draft Agenda

#### THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

1. ACCEPT THE AGENDA (Additions/Deletions) ® (Carma)
  2. DECLARATIONS OF CONFLICTS OF INTEREST
  3. ADOPTION OF PREVIOUS MINUTES
  4. DELEGATION(S)
  5. COMMITTEE RECOMMENDATIONS
  6. CAO/CLERK'S DEPARTMENT – Sarah Huskinson - CAO/Clerk
    - a) Sound System for Council Chamber ® (Brian)
  7. COMMUNITY SERVICES DEPARTMENT – Anne Leduc, Director of Recreation/Community Services
    - a) Maxville Community Hall Floor Replacement ® (Michel)
  8. TREASURY DEPARTMENT – Kimberly Champigny – Treasurer & Director of Finance
  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 June 11, 2018 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**

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

17. **CONFIRMING BY-LAW**

18. **ADJOURN** ® (Jacques)

# **Section 1**

**ACCEPT THE AGENDA**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** June 4, 2018

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

That the Council of the Township of North Glengarry accepts the agenda of the Special Meeting of Council on Monday June 4, 2018.

**Carried**  
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**Defeated**  
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**Deferred**  
\_\_\_\_\_

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**MAYOR / DEPUTY MAYOR**

	<b>YEA</b>	<b>NEA</b>
<b>Deputy Mayor:</b> Jamie MacDonald	_____	_____
<b>Councillor:</b> Jacques Massie	_____	_____
<b>Councillor:</b> Brian Caddell	_____	_____
<b>Councillor:</b> Jeff Manley	_____	_____
<b>Councillor:</b> Michel Depratto	_____	_____
<b>Councillor:</b> Carma Williams	_____	_____
<b>Mayor:</b> Chris McDonell	_____	_____

**Section 1**

## **Section 2**

# **DECLARATIONS OF CONFLICTS OF INTEREST**

## **Section 3**

# **ADOPTION OF PREVIOUS MINUTES**

## **Section 4**

# **DELEGATION**

# **Section 5**

## **COMMITTEE**

## **RECOMMENDATIONS**



# **Section 6**

**CAO/CLERK'S**

**DEPARTMENT**

**Sarah Huskinson**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** June 4, 2018

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

THAT Council for the Township of North Glengarry receives Staff Report No. AD-2018-04, and

THAT Council approves purchase of a Sound System and Microphones to an upset limit of \$20,000 to be funded \$10,000 from Unfinanced Capital carried forward from the 2017 budget and \$10,000 from the General Capital Fund.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

**YEA**

**NEA**

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**Section 6 Item a**

## STAFF REPORT TO COUNCIL

Report No: AD-2018-04

June 4, 2018

From: Sarah Huskinson – Chief Administrative Officer/ Clerk

RE: Sound System and Microphones

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### Recommended Motion:

THAT Council for the Township of North Glengarry receives Staff Report No. AD-2018-04, and

THAT Council approves purchase of a Sound System and Microphones to an upset limit of \$20,000 to be funded \$10,000 from Unfinanced Capital carried forward from the 2017 budget and \$10,000 from the General Capital Fund.

### Background / Analysis:

The 2017 Capital Budget had \$10,000 budgeted for the replacement of the sound system and microphones. This amount was carried forward into 2018 in the Unfinanced Capital Account. Staff have researched the cost of upgrading the sound system and purchasing new microphones and have estimated the cost to be approximately \$20,000. Due to ongoing issues with the current system, Staff are requesting that Council approve the request for additional funds to allow for the necessary work to start as soon as possible.

### Alternatives:

Option 1: THAT Council approves the purchase of the sound system and microphones to be funded from the Unfinanced Capital and General Capital Fund

Option 2: Not recommended – THAT Council declines the purchase of the sound system and microphones.

### Financial Implications:

There are sufficient funds in the General Capital Fund for this initiative.

### Attachments & Relevant Legislation:

None.

**Others Consulted:**

A handwritten signature in black ink, appearing to read "Sarah Huskinson". The signature is written in a cursive, flowing style.

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Sarah Huskinson  
Chief Administrative Officer/ Clerk

**Section 7**

**COMMUNITY SERVICES**

**DEPARTMENT**

**Anne Leduc**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** June 4, 2018

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2018-20; and

THAT Council approves the transfer of use in an upset amount of \$10,825.23 plus HST from the Maxville & District Sports Complex' Capital Budget towards the purchase and installation of a liquid membrane prior to the installation of the vinyl composite tiles in the Community Hall; and

THAT the Chief Administrative Officer and the Director of Community Services are hereby authorized to execute the documentation relevant to this project.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

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**Councillor:** Jacques Massie

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**Councillor:** Brian Caddell

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**Councillor:** Jeff Manley

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**Councillor:** Michel Depratto

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**Councillor:** Carma Williams

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**Mayor:** Chris McDonell

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**Section 7 Item a**

## STAFF REPORT TO COUNCIL

Report No: CS-2018-20

June 4, 2018

From: Anne Leduc – Director of Community Services

RE: Maxville Community Hall Floor Replacement

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### Recommended Motion:

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2018-20; and

THAT Council approves the transfer of use in an upset amount of \$10,825.23 plus HST from the Maxville & District Sports Complex' Capital Budget towards the purchase and installation of a liquid membrane prior to the installation of the vinyl composite tiles in the Community Hall; and

THAT the Chief Administrative Officer and the Director of Community Services are hereby authorized to execute the documentation relevant to this project.

### Background / Analysis:

Council awarded the tender CS-2018-03 for the replacement of the flooring in the Community Hall in the Maxville & District Sports Complex as per the Staff Report CS-2018-18 presented on May 14, 2018. Testing, as required under this tender, revealed over recommended limits of moisture in the flooring. Staff has repaired masonry around the facility which in the past was largely responsible for the deterioration and lifting of the existing vinyl composite tiles but installation of new tiles with these high levels of moisture would nullify the manufacturer's warranty as well as the guarantee for the installer's labour.

In order to properly install the new vinyl composite tiles, the existing concrete floor must be prepped and a liquid membrane applied. The total cost for this work, including the product and labour, is \$10,825.23 plus HST as quoted by Les Couvre-planchers Clément.

Staff proposes using remaining funds from another Capital Project initially estimated at \$17,000 – the Replacement of Parking Lot Lighting which came in under \$5,000 since only the LED heads required replacement leaving \$12,000 in this account. Staff suggests a transfer of use for these funds towards the flooring project to ensure a proper and durable installation.

**Alternatives:**

Option 1 – Recommended – That Council approves the transfer of use of Capital Funds towards this purchase.

Or

Option 2 – Not recommended – That Council declines this additional component to the flooring project for the Community Hall at the Maxville & District Sports Complex.

**Financial Implications:**

The remaining \$12,000 from the Replacement of Parking Lot Lighting project more than offsets the requested transfer of funding in the amount of \$10,825.23 plus HST that would be applied towards the preparation of the floor and the purchase and install of the liquid membrane prior to the installation of the vinyl composite tiles.

The funds remain within the same Capital Budget envelope and do not increase nor decrease the whole of the Capital funding for the Maxville & District Sports Complex as allocated by Council.

**Attachments & Relevant Legislation:**

- None

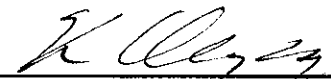
**Submitted by:**



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Anne Leduc – Director of Community Services

**Others consulted:**



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Kim Champigny – Director of Finance / Treasurer



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Sarah Huskinson – Chief Administrative Officer / Clerk



## **Section 8**

**TREASURY DEPARTMENT**

**KIMBERLEY CHAMPIGNY**

**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:** June 4, 2018

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**Proceed "In Closed Session",**

That the Council of the Township of North Glengarry proceeds in Closed session under Section 239 (2) of the *Ontario Municipal Act* at \_\_\_\_\_, in order to address,

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

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

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**Councillor:** Jacques Massie

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**Councillor:** Brian Caddell

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**Councillor:** Jeff Manley

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**Councillor:** Michel Depratto

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**Councillor:** Carma Williams

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**Mayor:** Chris McDonell

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**Section 16 Item a**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** June 4, 2018

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

That we return to the Special Meeting of Council at \_\_\_\_\_.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

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**Section 16 Item c**

## **Section 17**

# **CONFIRMING BY-LAW**

**Section 18**

**ADJOURN**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**RESOLUTION #** \_\_\_\_\_

**DATE:** June 4, 2018

**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

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

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

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**Mayor:** Chris McDonell

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**Section 18**