

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

Monday July 27, 2020 at 7:00 p.m. – Council Chambers
102 Derby Street West, Alexandria, Ontario K0C 1A0

Draft Agenda

1. CALL TO ORDER

2. DECLARATIONS OF PECUNIARY INTEREST

3. ACCEPT THE AGENDA (Additions/Deletions)

4. ADOPTION OF PREVIOUS MINUTES

- a) Regular Meeting of Council – July 13, 2020
- b) Committee of the Whole Meeting – July 22, 2020

5. DELEGATION(S)

6. STAFF REPORTS

CAO/Clerk's Department

- a) By-Law 34-2020 – Mandatory Use of Masks Policy

Treasury Department

- b) Penalty Forgiveness

Public Works Department

- c) Waste Collection Contract Negotiation
- d) Award tender - Replacement of Creek Road Bridge

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

Community Services Dept. Workplan Update
Treasury's Dept. Workplan Update
Planning/Bldg. & By-law Enforcement Dept. Workplan Update
Public Works Dept. Workplan Update
Public Meeting Minutes - January 13, 2020
Planning Minutes - January 13, 2020
Planning Minutes - March 9, 2020
Update on Creek Road Bridge

9. NEW BUSINESS

10. NOTICE OF MOTION

Next Regular Public Meeting of Council
Monday August 10, 2020 at 7:00 p.m. at the Centre Sandfield Centre, 102 Derby Street West, Alexandria, Ontario.
Note: Meeting are subject to change or cancellation.

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

12. CLOSED SESSION BUSINESS

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

And adopt the minutes of the Municipal Council Closed Session meeting of July 13, 2020.

13. CONFIRMING BY-LAW

a) By-law No. 35-2020

14. ADJOURN

Section 1

CALL TO ORDER

Section 2

DECLARATIONS OF

PECUNIARY

INTEREST

Section 3

ACCEPT THE AGENDA

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: July 27, 2020

MOVED BY: Brenda Noble

SECONDED BY: Johanne Wensink

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday July 27, 2020.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 3

Section 4

ADOPTION OF PREVIOUS MINUTES

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: July 27, 2020

MOVED BY: Carma Williams

SECONDED BY: Jeff Manley

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

Regular Meeting of Council – July 13, 2020
Committee of the Whole Meeting – July 22, 2020

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

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

Section 4

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

Monday July 13, 2020 at 7:00 p.m.

A Regular meeting of the Municipal Council was held on July 13, 2020 at 7:00 p.m., with Mayor Jamie MacDonald presiding.

The Regular Meeting of Council was conducted via zoom.

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

ALSO, PRESENT: **CAO/Clerk** - Sarah Huskinson
Planner – Kasia Olszewska
Director of Public Works – Doug Sitland

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

Resolution No. 1

Moved by: Brenda Noble **Seconded by:** Johanne Wensink

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday July 13, 2020.

Carried

4. **ADOPTION OF PREVIOUS MINUTES**

Resolution No. 2

Moved by: Carma Williams **Seconded by:** Jeff Manley

THAT the minutes of the following meeting be adopted as amended.

Regular Meeting of Council – June 22, 2020

Carried

5. **DELEGATIONS**

6. STAFF REPORTS

CAO/Clerk's Department

a) By-law 31-2020 – By-Election

Resolution No. 3

Moved by: Johanne Wensink

Seconded by: Carma Williams

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2020-13;

And THAT a by-election be held to fill the vacancy for the office of Councillor representing Ward 3 in the Township of North Glengarry;

And THAT the by-election be administered via in-person voting only;

And THAT Voting Day be Friday, September 25, 2020.

And THAT Council adopt by-law 31-2020, being a by-law to require a by-election to fill the vacancy for the office of Township Councillor representing Ward 3;

AND THAT by-law 31-2020 be read a first, second and third time and enacted in Open Council this 13th day of July, 2020.

Carried

b) Rental of Apple Hill Medical Centre Building

Resolution No. 4

Moved by: Carma Williams

Seconded by: Johanne Wensink

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2020-14;

AND THAT the Council of the Township of North Glengarry authorizes the Mayor and CAO to enter into a lease agreement with CEBEM Catering,

And THAT Council adopt by-law 32-2020, being a by-law to authorize the Mayor and Clerk to enter into a lease agreement with CEBEM Catering for a portion of the property known as the 3749 Old Orchard Street;

AND THAT by-law 32-2020 be read a first, second and third time and enacted in Open Council this 13th day of July 2020.

Carried

Planning/Bldg. & By-law Enforcement Department

c) By-law 30-2020 – Cannabis Related Development Housekeeping

Resolution No. 5

Moved by: Brenda Noble

Seconded by: Jeff Manley

THAT the Council of the Township of North Glengarry approve the Cannabis Related Development Housekeeping By-law 30-2020, the housekeeping zoning by-law was approved by the Planning Committee on June 22nd, 2020: and.

THAT Council adopt By-law 30-2020 and that by-law be read a first, second, third time and enacted in Open Council, this 13th day of July 2020.

Carried

Public Works Department

d) Concession Road 6 Update

Resolution No. 6

Moved by: Carma Williams

Seconded by: Brenda Noble

That Report PW 2020-14, Concession Road 6 Update be received for information; and further;

That Council authorize a “Cold in Place” option for Concession Road 6.

Carried

e) Road in Need Update

Resolution No. 7

Moved by: Carma Williams

Seconded by: Brenda Noble

That Report PW 2020-15, Roads in Need Update be received for information; and further;

That Council authorize staff to proceed with the reconstruction (including culverts) of Front Street East from East Boundary Road to approximately 300 m west at an estimated cost of \$93 K, the removal and replacement of asphalt on River Road from East Boundary Road to the bridge (approximately 2000 m) at an estimated cost of \$206 K and geotechnical investigations at a number of locations across the Township to an upset limit of \$34 K.

Carried

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

9. NEW BUSINESS

Public Work Manager Doug Sitland gave an update on the Maxville water (Boil Advisory).

10. NOTICE OF MOTION – Next Meeting of Council, Monday July 27, 2020

11. QUESTION PERIOD

12. CLOSED SESSION BUSINESS

Resolution No. 8

Moved by: Carma Williams

Seconded by: Brenda Noble

Proceed "In Closed Session",

Solicitor-client privilege (as this matter deals with advice that is subject to solicitor-client privilege, including communications necessary for that purpose they may be discussed in closed session under sections 239 (2)(f) of the *Ontario Municipal Act*);

And adopt the minutes of the Municipal Council Closed Session meeting of June 22, 2020.

Carried

Resolution No. 9

Moved by: Johanne Wensink

Seconded by: Carma Williams

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

Carried

13. CONFIRMING BY-LAW

a) By-law 33-2020

Resolution No. 10

Moved by: Jeff Manley

Seconded by: Brenda Noble

That the Council of the Township of North Glengarry receive By-law 33-2020; and

That Council adopt by-law 33-2020 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 33-2020 be read a first, second, third time and enacted in Open Council this 13th day of July, 2020.

Carried

14. ADJOURN

Resolution No. 11

Moved by: Brenda Noble

Seconded by: Johanne Wensink

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

Carried

CAO/Clerk/ Deputy Clerk

Mayor / Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Committee of the Whole Meeting

Wednesday July 22, 2020 at 3:00 p.m. – Via zoom

A Committee of the Whole Meeting was held on July 22, 2020 at 3:00 p.m., with Mayor – Jamie MacDonald presiding.

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

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

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

Resolution No. 1

Moved by: Carma Williams

Seconded by: Brenda Noble

The Committee Members accepts the agenda of the Committee of the Whole on Wednesday July 22, 2020.

Carried

4. **DELEGATIONS**

5. STAFF REPORTS

Community Services Department

a) Community Services Department Workplan Update

Resolution No. 3

Moved by: Johanne Wensink

Seconded by: Jeff Manley

THAT the Committee of the Whole receives Staff Report No. CS-2020-09 Community Services Department Workplan Update.

Carried

Treasury Department

b) Treasury's Dept Workplan Update

Resolution No. 3

Moved by: Carma Williams

Seconded by: Jeff Manley

THAT the Committee of the Whole receives Staff Report TR2020-25 – the Director of Finance/Treasurer 2020 Workplan updated as of July 13, 2020.

Carried

Planning/Building & By-law Enforcement Department

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

Resolution No. 4

Moved by: Brenda Noble

Seconded by: Carma Williams

THAT the Committee of the Whole receives Staff Report No. BP-2020-22 – the Director of Building, By-law & Planning 2020 Work Plan.

Carried

d) Draft Clear-Cutting By-law (verbal)

Council discussed the Clear-Cutting by-law

Public Works Department

e) Public Works Dept. Workplan Update

Resolution No. 5

Moved by: Brenda Noble

Seconded by: Jeff Noble

THAT the Committee of the Whole receives Staff Report No. PW-2020-16– the Director of Public Works 2020 Work Plan.

Carried

f) Update on Creek Road Bridge – July 2020

Resolution No. 6

Moved by: Brenda Noble

Seconded by: Jeff Manley

THAT the Committee of the Whole receives Staff Report No. PW-2020-17– Update on Creek Road Bridge – July 2020 for information purposes only.

Carried

g) Extend Solid Waste Collection Contract

Resolution No. 7

Moved by: Brenda Noble

Seconded by: Jeff Manley

That Report – PW-18-2020, Public Works – Waste Collection Contract be received; and further

That Council approve at extension to the Waste Collection Contract to GRS Sanitation at an annual price increase of 1.75 % over the current contract price; and further

That Council approve a 2-year contract extension from August 1, 2020 to July 31, 2022 to be confirmed and renewed each year with the possibility of extending based on circumstances at the time; and further

That Council direct staff to incorporate stipulations into the contract that are flexible to accommodate the Regional Waste Management Study and the transition to full producer responsibility for Blue Box.

Defeated

Fire Department

h) Fire Department Workplan update

Resolution No. 8

Moved by: Brenda Noble

Seconded by: Jeff Manley

That the Committee of the Whole receives Staff Report No. FD 2020-07 the Fire Chief's 2020 Work Plan update.

Carried

6. UNFINISHED BUSINESS

7. OTHER BUSINESS

8. MATTERS ARISING FROM STANDING COMMITTEES

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

Councillor Jacques Massie gave an update on the Maxville Manor

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

Mayor Jamie MacDonald gave an update on the Glengarry Archives.

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

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

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

Deputy Mayor Carma Williams gave an update on the Community Development

9. NOTICE OF MOTION – Next Committee of the Whole Meeting, September 23, 2020

10. CLOSED SESSION BUSINESS

11. ADJOURNMENT

Resolution No. 9

Moved by Johanne Wensink

Seconded by: Brenda Noble

There being no further business to discuss, the meeting was adjourned at 4:35 pm.

Carried

CAO/Clerk/ Deputy Clerk

Mayor – Jamie MacDonald

Section 5

DELEGATIONS

Section 6

STAFF REPORTS

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: July 27, 2020

MOVED BY: Johanne Wensink

SECONDED BY: Carma Williams

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2020-15;

AND THAT the Council of the Township of North Glengarry approves the mandatory use of masks policy,

And THAT Council adopt by-law 34-2020, being a by-law adopt a Mandatory Use of Masks Policy.;

AND THAT by-law 34-2020 be read a first, second and third time and enacted in Open Council this 27th day of July 2020

Carried

Defeated

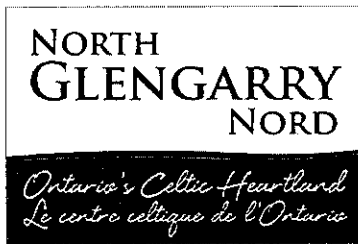
Deferred

MAYOR / DEPUTY MAYOR

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

YEA	NEA
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_____	_____

Section 6 Item a



STAFF REPORT TO COUNCIL

Report No: AD-2020-15

July 27, 2020

From: Sarah Huskinson – Chief Administrative Officer/ Clerk

RE: Mandatory Use of Masks Policy

Recommended Motion:

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2020-15;

AND THAT the Council of the Township of North Glengarry approves the mandatory use of masks policy,

And THAT Council adopt by-law 34-2020, being a by-law adopt a Mandatory Use of Masks Policy.;

AND THAT by-law 34-2020 be read a first, second and third time and enacted in Open Council this 27th day of July 2020

Background / Analysis:

Effective July 7, 2020, the Eastern Ontario Health Unit issued a directive requiring the wearing of a mask in any indoor public space. Staff received a letter from the EOHU this week stating that “pursuant to O. Reg 263/20, every operator of an enclosed space shall adopt a policy to ensure that no member of the public is permitted to enter or remain in the public areas of the enclosed public space unless he or she is wearing a mask in a manner that covers their nose, mouth and chin”.

A sample policy from the EOHU was supplied and was used in the drafting of the attached policy/by-law. The policy was created in compliance with the Directive issued by the Medical Officer of Health under the authority of the Emergency Management and Civil Protection Act Ontario Regulation 263/20. As such, the policy will no longer be valid upon the rescinding of the directive, and as a result, this policy and by-law will need to be rescinded at that time.

Alternatives:

Option 1: THAT the Council of the Township of North Glengarry approves the Mandatory Use of Masks Policy.

Option 2: (not recommended) THAT the Council of the Township of North Glengarry does not approve the Mandatory Use of Masks Policy.

Financial Implications:

None

Attachments & Relevant Legislation:

By-law 34-2020 Mandatory Use of Masks Policy

Others Consulted:

Eastern Ontario Health Unit

Signed by: Sarah Huskinson, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BYLAW NO. 34-2020

BEING a by-law to adopt a Mandatory Use of Masks Policy.

WHEREAS the Municipal Act, 2001. Section 5.3, provides that the powers of a municipality shall be exercised by by-law unless the municipality is specifically authorized to do so otherwise;

AND WHEREAS the Council of the Corporation of the Township of North Glengarry deems it desirable to adopt a mandatory use of masks policy as per the requirements of the Eastern Ontario Health Unit directive issued on July 7, 2020;

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

1. **THAT:** Council adopts a Mandatory Use of Masks Policy, attached to this by-law as Schedule A.
2. **THAT:** This bylaw 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 27th day of July, 2020.

Clerk/Deputy Clerk

Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 34-2020, duly adopted by the Council of the Township of North Glengarry on the 27th day of July, 2020.

Date Certified

CAO/Clerk / Deputy Clerk

SCHEDULE A



MANDATORY USE OF MASKS POLICY

1. PURPOSE

The Medical Officer of Health pursuant to O. Reg 263/20 s(42) issued a directive effective July 7, 2020 requiring the use of masks in indoor public spaces. Also pursuant to that directive, every operator of an enclosed public space shall adopt a policy to ensure that no member of the public is permitted to enter or remain in public areas of the enclosed public space unless he or she is wearing a mask in a manner that covers either nose, mouth and chin.

2. DEFINITIONS

“Enclosed Public Space” means indoor public spaces of businesses or organizations, accessed by the public (eg. Township Main Office, Arenas)

“Mask” means a face covering that can filter respiratory droplets, and that securely covers the nose, mouth and chin without gapping. A mask may be a non-medical mask, medical mask, or other face covering (eg. Bandana, scarf or cloth face covering)

3. POLICY APPLICATION AND EXCLUSIONS

3.1 General Provisions

All staff, visitors and customers are required to wear a mask (or face covering) upon entering and remaining within areas of buildings owned by the Township of North Glengarry that are considered to be enclosed public spaces. The mask must securely cover the nose, mouth and chin.

The following persons are exempted from the requirement to wear a mask and will not be required to provide proof of such exemption. Any person who:

- is younger than 2 years of age, or under the age of 5 and cannot be persuaded to wear a mask;
- has an underlying health condition that prevents them from safely wearing a mask;
- is unable to put on or remove their mask without the assistance of another person;
- is reasonably accommodated by not wearing a mask under the Accessibility for Ontarians with Disabilities Act (AODA) or the Ontario Human Rights Code, R.S.O. 1990, c.H.19, as amended;
- is an employee or an agent of the Township of North Glengarry, and:
 - is in an area of the premises that is not designated for public access (i.e. areas closed to the public, lunchroom, etc.), or
 - is engaged in a physically demanding task, or
 - is within or behind a physical barrier (e.g., Plexiglass).

Staff must be trained on the policy, including how to respond in various circumstances:

- customer arrived without a mask because they forgot or don't have one;
- customer who is exempt from wearing a mask;
- customer who removes their mask, without reason, for extended periods of time within the enclosed space;
- customer wanting more information about the policy;
- customer who becomes aggressive about the new requirement;
- customer wanting information about the importance of wearing a mask or the science on the use of masks;
- customer asking about the availability of alcohol-based hand sanitizer (65-90% alcohol concentration);

- customer who wants to know if they can be fined.

Staff will be able to demonstrate understanding of the policy and of their responsibility to educate the public and colleagues about the need to wear a mask.

Signage on the requirement must be posted and visible to the public.

This policy has been created in compliance with the directive of the Medical Officer of Health under the authority of the Emergency Management and Civil Protection Act (EMCPA) Ontario Regulation 263/20.

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: July 27, 2020

MOVED BY: Carma Williams

SECONDED BY: Johanne Wensink

THAT Council of the Township of North Glengarry accept report TR2020-24 – the Director of Finance/Treasurer for penalty forgiveness and recommends that penalty and interest charges for taxes and water works arrears resume as normal.

Carried

Defeated

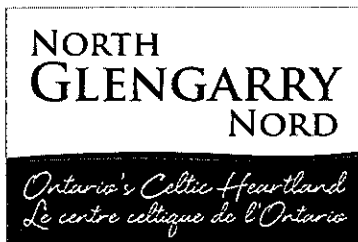
Deferred

MAYOR / DEPUTY MAYOR

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

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

Section 6 Item b



STAFF REPORT TO COUNCIL

Report No: TR2020-24

July 13, 2020

From: Kim Goyette – Director of Finance/Treasurer

RE: Penalty Forgiveness

Recommended Motion:

THAT Council of the Township of North Glengarry accept report TR2020-24 – the Director of Finance/Treasurer for penalty forgiveness and recommends that penalty and interest charges for taxes and water works arrears resume as normal.

Background / Analysis:

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

With COVID restrictions being lifted and businesses being reopened to the public, it is recommended that the Township resumes the normal practice of charging interest and penalties on tax and water works arrears.

Alternatives:

1. Penalties and interest to resume as normal starting August 1st, 2020 for tax and water works accounts.
2. No interest or penalties for taxes and water works accounts for the month of August 2020.

Financial Implications:

Penalty and interest charges to resume at approximately \$24,000 per month for taxes and \$1,500 per month for water works arrears.

Attachments & Relevant Legislation:

Others Consulted:

Signed by: Sarah Huskinson, CAO/Clerk

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: July 27, 2020

MOVED BY: Brenda Noble

SECONDED BY: Jeff Manley

THAT Council receive Report PW – 20 – 2020 – Public Works – Waste Collection Contract Negotiation; and further

THAT Council approve an extension to the Waste Collection Contract to GRS Sanitation at an annual price increase of 1.5% over the current contract price; and further

THAT Council approve a 3 year contract extension from August 1, 2020 to July 31, 2023 to be confirmed and renewed each year with the possibility of extending based on circumstances at the time; and further

THAT Council direct staff to incorporate stipulations into the contract renewal that are flexible to accommodate the Regional Waste Management Study and the transition to full producer responsibility for the Blue Box; and further

THAT Council delegate the authority to execute the finalized contract to the Chief Administrative Officer and Mayor.

Carried

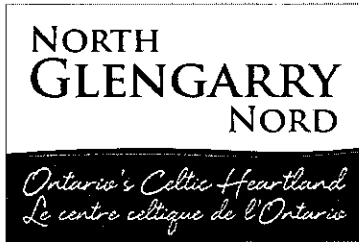
Defeated

Deferred

MAYOR / DEPUTY MAYOR

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

Section 6 Item c



STAFF REPORT TO COUNCIL

Report No: PW – 20 - 2020

July 27, 2020

From: Doug Sitland, Director of Public Works

RE: Public Works – Waste Collection Contract Negotiation

Recommended Motion:

THAT Council receive Report PW – 20 – 2020 – Public Works – Waste Collection Contract Negotiation; and further

THAT Council approve an extension to the Waste Collection Contract to GRS Sanitation at an annual price increase of 1.5% over the current contract price; and further

THAT Council approve a 3 year contract extension from August 1, 2020 to July 31, 2023 to be confirmed and renewed each year with the possibility of extending based on circumstances at the time; and further

THAT Council direct staff to incorporate stipulations into the contract renewal that are flexible to accommodate the Regional Waste Management Study and the transition to full producer responsibility for the Blue Box; and further

THAT Council delegate the authority to execute the finalized contract to the Chief Administrative Officer and Mayor.

Background / Analysis:

On July 22, 2020, members of Council considered Committee of the Whole Report PW – 18 – 2020, Public Works – Waste Collection Contract. That report recommended a 1.75 % annual increase over a 2 year extension. Council wished to reduce the increase to 1.5 % per year.

In discussion with the contractor, they are prepared to accept an annual 1.5% increase but would like the term extended for 3 years.

The contractor is still somewhat un-informed about the Regional Waste Management Study and the transition to full producer responsibility for Blue Box. However, it is the Township's objective to include no cost/no penalty provisions that give the Municipality full flexibility to respond to

these issues. Options could include notice of change provisions, transfer of contract authority provisions, etc..

A three year extension would fit with the currently selected transition for blue box (2024) and may still require a further 1 year extension.

Alternatives:

Should Council/staff not be able to come to mutually acceptable terms on a contract extension, a new Tender could be issued, reviewed and awarded by late September/early October, but there are substantial risks associated with this course of action. Interim services could be provided by GRS Sanitation or another contractor.

Financial Implications:

The value of waste collection contract (waste and recycling) for the period August 1, 2019 to July 31, 2020 was \$414, 570.13 plus HST. Assuming a 1.5% increase, subsequent year contract values will be \$420,788.68, \$427,100.51 and \$433,507.02 respectively.

Attachments & Relevant Legislation:

N/A

Others Consulted:

Linda Andrushkoff, RARE Manager
Sarah Huskinson, CAO
Pier-Luc Sauve, GRS Sanitation

Signed by Sarah Huskinson, CAO/Clerk

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: July 27, 2020

MOVED BY: Carma Williams

SECONDED BY: Brenda Noble

THAT Council approve the award of Tender 2020-BR-26 for the Replacement of the Creek Road Bridge to Clearview Structures Inc., being the lowest responsive and responsible bidder in the amount of \$1,698,271.00 plus HST; and further

That Council approve the allocation of \$170,000 as a 10% Contingency allowance for the project to address unforeseen or additional work related to the project; and further

That Council approve an additional \$92,050 to the existing BT Engineering contract as an allowance for additional engineering services and an allowance of \$20,000 for materials testing.

Carried

Defeated

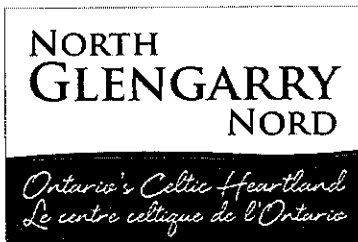
Deferred

MAYOR / DEPUTY MAYOR

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

YEA	NEA
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_____	_____
_____	_____
_____	_____

Section 6 Item d



STAFF REPORT TO COUNCIL

Report No: PW – 19 - 2020

July 27, 2020

From: Doug Sitland, Director of Public Works

RE: Creek Road Bridge Tender Award

Recommended Motion:

THAT Council approve the award of Tender 2020-BR-26 for the Replacement of the Creek Road Bridge to Clearview Structures Inc., being the lowest responsive and responsible bidder in the amount of \$1,698,271.00 plus HST; and further

That Council approve the allocation of \$170,000 as a 10% Contingency allowance for the project to address unforeseen or additional work related to the project; and further

That Council approve an additional \$92,050 to the existing BT Engineering contract as an allowance for additional engineering services and an allowance of \$20,000 for materials testing.

Background / Analysis:

Award of Tender

The tender for the Replacement of the Creek Road Bridge was publicly advertised and closed at 2 pm on Thursday July 23, 2020. Tenders were publicly opened shortly thereafter. The result of the tender are summarized in Appendix 1 attached.

The low bidder was Clearview Structures Inc at a total bid price of \$1,698,271.00 plus HST. The details of their unit price tender (plus all other bidders) is included in Appendix 1 attached.

The bids were reviewed by BT Engineering, the design consultant. A copy of their review letter is attached as Appendix 1. Each bidder had minor errors in the tabulation of their unit prices, but it did not affect their ranking. Given the number of bidders and the relativity of their bids, the bids reflect a fair market price for the project despite the Engineers Estimate of Probable Cost

Engineering Services

The Request for Proposal from 2019 only requested hourly rates for Contract Administration Services. The value was not included in the design contract award. The scope of Contract

Administration will be full administration and part time inspection services generally planned to coincide with major milestones. A \$20,000 allowance for Material Testing is also included. The total value of Contract Administration is 99,740

The original Request for Proposal did not include any allowance for legal surveys and associated costs related to land transfers. This requirement came to light with the decision to improve the S-curve alignment and the decision to keep the original structure in place while the new structure was being built. This cost amounts to \$12,310

Alternatives:

There is the request to partially salvage the existing railing. Staff will work with the adjacent property owners and the contractor and return with options for Council consideration.

Financial Implications:

This project is substantially funded through the Investing in Canada Infrastructure Program (ICIP) – Rural and Northern Stream. The total budget available is \$2279K. Assuming Council approves of the extras for Contract Administration (including inspection and material testing) and the incremental design costs related to the various land transfers, commitments for design services total \$190,455.00 plus HST, commitments for construction are \$1,698,271.00 plus HST and a contingency of \$170,000 for a total commitment of \$2,058,726 plus HST.

Attachments & Relevant Legislation:

Appendix 1 – Letter from BTE Engineering

Others Consulted:

Kim Goyette, Treasurer

Signed by Sarah Huskinson, CAO/Clerk

Contract # 2020-BR 26
Creek Road Bridge Replacement
Bridge Replacement and Roadwork

SECTION A - General

Item No.	Spec No.	Description	Quantity	Unit	Unit Price	Total
A1	SP	Mobilization/Demobilization	1	LS	\$50,000.00	\$50,000.00
A2	180, 206, 510, 928, SP	Site Preparation and Removals	1	LS	\$40,000.00	\$40,000.00
A3	SP	As-Built Drawings and Data	1	LS	\$8,000.00	\$8,000.00
A4	SP	Contractor Layout	1	LS	\$10,000.00	\$10,000.00
A5	SP	Field Office for Contract Administrator	1	LS	\$10,000.00	\$10,000.00
A6	SP	Informational Sign	1	LS	\$2,000.00	\$2,000.00
A7	SP	Contingency Allowance	1	LS	\$50,000.00	\$50,000.00
Total Section A (Carried to Summary)						\$170,000.00

Contract # 2020-BR 26
Creek Road Bridge Replacement
Bridge Replacement and Roadwork

SECTION B - Civil

Item No.	Spec No.	Description	Quantity	Unit	Unit Price	Total
B1	206, 510, SP	Earth Excavation (Grading, including all removals)	620	m ³	\$20.00	\$12,400.00
B2	206, 212 SP	Imported Earth Borrow	1,250	t	\$15.00	\$18,750.00
B3	206, 209, 212, 703, SP	Rock Protection including Geotextile	160	t	\$25.00	\$4,000.00
B4	206, SP	Ditch Cleanout	100	m	\$30.00	\$3,000.00
B5	310, 313, SP	HL3 Variable Depth	70	t	\$100.00	\$7,000.00
B6	314, 501, SP	Granular A	460	t	\$20.00	\$9,200.00
B7	314, 501, SP	Granular B Type II	840	t	\$18.00	\$15,120.00
B8	405, SP	150mm Perforated Pipe Subdrain per OPSD 216.021	80	m	\$40.00	\$3,200.00
B9	411, SP	Culvert Cleanout	55	m	\$20.00	\$1,100.00
B10	421, 1801, SP	450 mm CSP Culvert	12	m	\$500.00	\$6,000.00
B11	721, SP	Steel Beam Guide Rail	61	m	\$200.00	\$12,200.00
B12	732, SP	Steel Beam Guide Rail End Treatment per OPSD 912.255	4	ea	\$3,000.00	\$12,000.00
B13	771, SP	Highway Fence	128	m	\$40.00	\$5,120.00
B14	802, 803, 804, SP	Topsoil, Seeding and Mulching	850	m ²	\$13.00	\$11,050.00
Total Section B (Carried to Summary)						\$120,140.00

**Contract # 2020-BR 26
Creek Road Bridge Replacement
Bridge Replacement and Roadwork**

SECTION C - Structural

Item No.	Spec No.	Description	Quantity	Unit	Unit Price	Total
C1	314, 501, 902, SP	Structural Backfill	1	LS	\$15,000.00	\$15,000.00
C2	510, SP	Removal of Existing Structure	1	LS	\$75,000.00	\$75,000.00
C3	517, SP	Dewatering	1	LS	\$30,000.00	\$30,000.00
C4	902, SP	Earth Excavation for Structure Foundations	1	LS	\$15,000.00	\$15,000.00
C5	904, 905, 914, 929 SP	Concrete in Deck	78	m ³	\$1,500.00	\$117,000.00
C6	904, 905 SP	Concrete in Abutments	63	m ³	\$1,200.00	\$75,600.00
C7	904, 905 SP	Concrete in Footings	49	m ³	\$800.00	\$39,200.00
C8	904, 905 SP	Concrete in Approach Slab	17	m ³	\$800.00	\$13,600.00
C9	904, 905 SP	Concrete in Wingwalls	59	m ³	\$1,200.00	\$70,800.00
C10	905, SP	Reinforcing Steel	28	t	\$3,000.00	\$84,000.00
C11	908, SP	Three Tube Railing	76	m	\$800.00	\$60,800.00
C12	909, 904, SP	Prestressed Concrete Girders	75	m	\$1,900.00	\$142,500.00
C13	914, SP	Asphalt Membrane Waterproofing	206	m ²	\$50.00	\$10,300.00
C14	904	Mass Concrete	5	m ³	\$800.00	\$4,000.00
C15	539, SP	Roadway Protection	1	LS	\$50,000.00	\$50,000.00
Total Section C (Carried to Summary)						\$802,800.00

Contract # 2020-BR 26
Creek Road Bridge Replacement
Bridge Replacement and Roadwork

SECTION D - Electrical

Item No.	Spec No.	Description	Quantity	Unit	Unit Price	Total
D1	602, SP	Supply and Install Utility Handwells	2	ea	\$1,000.00	\$2,000.00
D2	603, SP	Supply and Install Rigid Ducts Direct-Buried 78mm	50	m	\$65.00	\$3,250.00
D3	SP	Embedded Duct	40	m	\$65.00	\$2,600.00
D4	SP	Coordination with Bell Canada	1	LS	\$5,000.00	\$5,000.00
Total Section D (Carried to Summary)						\$12,850.00

**Contract # 2020-BR 26
Creek Road Bridge Replacement
Bridge Replacement and Roadwork**

SECTION E - Environmental

Item No.	Spec No.	Description	Quantity	Unit	Unit Price	Total
E1	805, SP	Environmental Plan	1	LS	\$20,000.00	\$20,000.00
E2	SP	Allowance for DFO Submission	1	LS	\$25,000.00	\$25,000.00
Total Section E (Carried to Summary)						\$45,000.00

**Contract # 2020-BR 26
Creek Road Bridge Replacement
Bridge Replacement and Roadwork**

Summary		
SECTION	Description	Cost
A	General	\$170,000.00
B	Civil	\$120,140.00
C	Structural	\$802,800.00
D	Electrical	\$12,850.00
E	Environmental	\$45,000.00
GRAND TOTAL (excluding HST)		\$1,150,790.00

Section 7

UNFINISHED

BUSINESS

Section 8

CONSENT AGENDA

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: July 27, 2020

MOVED BY: **Jacques Massie**

SECONDED BY: **Johanne Wensink**

THAT the Council of the Township of North Glengarry receives the items from the consent agenda for information purposes only.

Carried

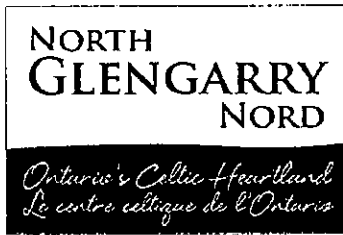
Defeated

Deferred

MAYOR / DEPUTY MAYOR

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

Section 8



STAFF REPORT TO THE COMMITTEE OF THE WHOLE

CS-2020-09

July 22, 2020

From: Anne Leduc – Director of Community Services

RE: Community Services Department 2020 Work Plan – July Update

Recommended Motion:

THAT the Committee of the Whole receives Staff Report No. CS-2020-09.

Background / Analysis:

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

ADMINISTRATION

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

Following the Stage 3 announcement by the Provincial government, the EOHU will be participating in the SDG Recreation Working Group virtual meeting scheduled for July 28th.

Staff members are also expecting to speak with the various minor and adult sports leagues over the next few weeks to discuss the reopening requirements implemented by the oversight organizations. Staff expects to have more information on the timing of the reopening of municipal facilities further to these meetings.

In the meantime, we have met with the By-law officer to discuss areas which will require modifications to ensure safety of staff (e.g. plexiglass at desks in Dome).

COVID-19 related forms have been created for staff use:

- Employee Self-Assessment Form
- Splash Pad Cleaning and Disinfection Procedure/Checklist
- Bathroom Cleaning and Disinfection Procedure/Checklist

Staff is also being trained on various Health and Safety COVID-19 related components:

- Employees in contact with the public.

- Proper way to wear a mask.
- Handwashing with Soap and Water.
- Hand Sanitizer.
- Cough and Sneeze into Your Shoulder or Elbow.

Health and Safety – Training and monitoring continues with staff on the following:

- Weekly vehicle inspections.
- Daily work logs.
- Proper use of ATV.
- Training on Lawn-care equipment.
- Training on generator start-up and monitoring at the Tim Hortons Dome.
- Training on daily pressure readings at the Tim Hortons Dome.

Removal of Aquatic Vegetation – This process has started and staff is monitoring the species captured and released as well as the vegetation tonnage removed from Mill Pond.

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

Recreation administrative staff is back to normal work hours in their respective facilities.

COMMITTEE AND WORKING GROUP ACTIVITIES

Alexandria Lagoon Working Group

- Participated in the Alexandria Lagoon Working Group.

Community Development Committee

- GIS information was reviewed regarding vacant properties.
- Launched the on-line survey for the Development and Marketing Strategy.
- The Committee members participated in the Development & Marketing Strategy workshop conducted by MDB Insight.
- The initial three public workshops were combined into one workshop on Thursday, June 25th due to low registration. An in-person workshop will be held in late August / early September.

TAC3 Alexandria Main Street

- Participated in the TAC3 Alexandria Main Street Meeting to review renderings for the upcoming Public Meeting.
- Participated in the Mill Square Redesign Meeting with consultants.

EVENTS AND ACTIVITIES

Boys and Girls Club Activities – Summer Camp kickoff occurred on July 13th. Presently the youth are divided in two groups with a maximum of 8 individuals in each group. Each group occupies their own space (Gary Shepherd Hall and Sandfield Centre).

Canada Day Activities – Township staff will be meeting with the organizers of the Canada Day Parade and activities to discuss logistics for the February 2021 date.

Drive-in Movie – A drive-in movie was offered by the Club Optimist on Saturday. A total of 7 cars participated. The organizers have reached out to the Lochiel Centre and have confirmed that the next movie will be shown at that location.

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

FACILITIES

Community Centres

- Emails have been sent to the Recreation Associations and Dalkeith Plus advising that Community Centres can accommodate larger groups following on the Provincial and Public Health directives issued July 12th.

Glengarry Sports Palace

- Closed circuit cameras installation is completed at the Glengarry Sports Palace.
- Parking lot lights timer was replaced.

Island Park

- Old flower boxes were removed from the small pathway leading to the soccer fields. The path remains and the earth was graded.
- Since the last report, the bathrooms are now open to the public.
- Cleaning and disinfection is done on an “as needed” basis by staff for the Splash Pad, bathrooms and interior spaces occupied by the Summer Camp.
- Enbridge meter was replaced.
- Beach monitoring results:

Geometric Mean of 5 samples E.coli (cfu/100 mL) *		
Date	Result	Comment
09-Jun-20	56	* CFU stands for 'Colony Forming Units' and refers to the number of viable bacterial cells in a sample per unit of volume ± E. coli guidelines for fresh water beaches between 100 and 200 cfu/100 mL varying depending on the swimming-associated risk level deemed acceptable
16-Jun-20	33	
07-Jul-20	113	

Maxville & District Sports Complex

- Earth was spread and seed sown where the old swing sets were in the front of the building.
- Plumbing work to replace taps.

Tim Hortons Dome

- A defective thermostat was changed in the lobby.

OTHER

Community Improvement Plan

- Staff finalized the CIP contract for KMAC Electric (19506 County Road 43, in Alexandria following approval by Council on June 8, 2020.
- Staff is working with the property owner at 88 St. Paul Street on components of their CIP project.
- Staff is working with the property owners at:
 - 88 St. Paul Street Alexandria;
 - 169 Main Street North Alexandria;
 - 209-215 Main Street North Alexandria.
- Staff has had virtual/phone meetings with:
 - A new industrial tenant and provided information on CIP and the Regional Incentives Program;
 - A prominent Main Street business regarding a renovation project.
- Staff took pictures of Maxville and Alexandria CIP properties to update the Community Improvement Plan.

Farmers Markets

- Staff worked with Maxville Farmers Market has reopened.
- The Eastern Ontario Agri-Food Network has launched its Virtual Farmers' Market.

Meetings (virtual or otherwise) – Staff has::

- Attended the COVID-19 Communicators Series Virtual Meeting to Share Information.
- Attended the ORFA and Ontario Hockey Federation Virtual Meeting.
- Attended the COVID-19 Impact on Eastern Ontario Economy hosted by the Eastern Ontario Leadership Council.
- Attended the Small Business, Big Impact: How SMEs are Pivoting During COVID-19 hosted by the Ontario Chamber of Commerce.
- Participated in the SDG EDOs Working Group Virtual Meeting.
- Participated in the SDG Communications Working Group Virtual Meeting.
- Attended the Global Economic Outlook with Peter Hall webinar hosted by Export Development Canada.
- Attended the Ministry of Tourism, Sports and Culture's Town Hall.
- Attended the Maintaining Business Continuity through COVID-19 and beyond webinar.
- Participated in the SDG EDO bi-weekly calls.
- Participated in the SDG Communications calls.
- Translated the Township Office's reopening documents.
- Attended the Profit from technology: Digital tools to drive efficiency and revenue webinar.
- Attended the Municipalities in a Post-COVID World webinar hosted by the Ontario Chamber of Commerce.
- Attended the Small Business, Bit Impact: How SMEs are Pivoting during COVID-19 hosted by the Ontario Chamber of Commerce.

Other Economic Development Activities – Staff:

- Assisted in the transition of ownership for the Quirky Carrot restaurant.
- Consulted with several restaurant owners who are looking at expanding or creating patios.

- Finalized the “Bingo” promotion with both the Maxville and Alexandria Chambers of Commerce, which is intended to serve as a buy local campaign. The launch occurred in early July.
- Finalized the North Glengarry Business Directory.
- Met by telephone with a representative from a large agricultural business to discuss various elements of a major expansion project (strategies related to grants, loans and employment). Followed up with emails to two government ministries and further consulted with Township staff regarding project. Also reached out to the Eastern Ontario Training Board to assist with a recruitment request for workforce labour.
- Assisted Alexandria Moulding with the promotion of their recruitment campaign and their HR rep with the Eastern Ontario Training Board (EOTBs recently launched a manufacturing course). The EOTB was able to send one candidate’s CV immediately and is expected to assist further.
- Spoke with representatives of the Glengarry Pioneer Museum about their intent to reopen in early July.
- Consulted with a representative from the Ministry of Economic Development on an application from a local business for the “Eastern Ontario Development Fund”. Provided them with information on how the proposed project would positively impact our local economy.
- Shared information regarding numerous grants and funding opportunities with local businesses and community groups.

Press Releases / Videos

- Prepared the Digital Main Street ShopHERE Press Release
- Prepared scripts and shot videos for the Mayor for the Graduating Class 2020, the Development and Marketing Strategy Workshop, and Pride Month.
- Prepared the Farm 911 – The Emily Project Press Release.

Website, Social Media and traditional media.

- Created new Draft Clear Cutting By-law webpage and link to showcase buttons.
- Prepared ads for various activities (e.g. Canada Day).
- Posted information to Facebook.
- Updated website as needed.

Search Tool on Website – A search tool will be included in the Township’s website to facilitate navigation. A timeline of approximately 3 weeks is required for the integration of the search tool.

Alternatives:

Not applicable

Financial Implications:

Not applicable

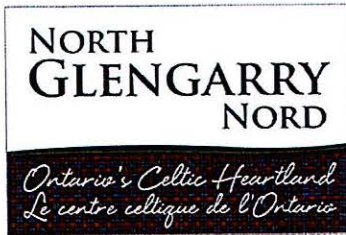
Attachments & Relevant Legislation: July Community Services Workplan Chart

Others Consulted:

Signed by Sarah Huskinson, CAO/Clerk

	Community Services Tasks	Deliverable	Involvement	2020				2021	Progress
				Q1	Q2	Q3	Q4		
Strat Plan	Maximize the use of recreation facilities by identifying opportunities and gaps in current usage of facility times.	Ongoing	Rec Dept						
	Provide training to all departments on excellence in customer service.	Ongoing	All Departments						
	Development and Marketing Strategy	Ongoing	AL						Fall 2020
	Communications plan	Completed	TK, AL, SH						Approved by Council
	Integration of Search Tool in Website	Ongoing	AL, SH						3 week timeline
Capital Projects	EcDev - Interpretive Panels	Ongoing	TK						On hold - Impacted by COVID-19
	Dome - Membrane repairs	Completed	JD						Completed
	EcDev - Remembrance Day Banners	Ongoing	TK						
	Glen Robertson Playground Equipment	Completed	AL						Completed
	KingGpk - Electrical Panel	Ongoing	JD						On hold - Impacted by COVID-19
	Millsq - Architectural Design	Ongoing	AL						Meeting held July 15, 2020
	MSC - Water lateral Connection	Completed	AL, JA						Completed
	Admin - Business & Community Awards Gala	Cancelled	AL, MD						Cancelled - Impacted by COVID-19
	Admin - Grants - Celebrate Canada - Application 2020	Ongoing	AL						Date moved to Family Day Weekend
	Admin - Grants - Seniors	Cancelled	AL						Cancelled - Impacted by COVID-19. Reimbursement of funds to Ministry Report filed May 5th.
	Admin - Main Street Revitalization Grant	Completed	AL						
	Admin - Recreation Policies and Procedures	Ongoing	AL, JA, JD, RW						
	Admin - Social Media Policy	Completed	SH, TA, AL						Approved by Council
	Admin - Staff Regulatory Training	Ongoing	AL, JA, JD, RW						
	Dome - Programming - 2019/2020 Women's Volleyball		AL, MD, JD, SD						Impacted by COVID-19
	Dome - Programming - 2020 Flag Football		SD, JD						Impacted by COVID-19
	Dome - Programming - 2020 Winter Boys & Girls Club		AL						Waiting for Public Health Directives
	Dome - Programming - 2020 Youth Floor Hockey		JA, SD						Waiting for Public Health Directives
	Dome - Programming - Competitive Soccer League		SD, JD						Waiting for Public Health Directives
	Dome - Programming - Golf		SD, JD						Waiting for Public Health Directives
	Dome - Programming - Nordic Track for Seniors		AL, JD						Waiting for Public Health Directives
	Dome - Programming - Running Prog 2020 Winter Session		AL, JD						Waiting for Public Health Directives
	Dome - Programming - Sportball		SD						Waiting for Public Health Directives
	Dome - Programming - Virtual Soccer Skills Workshop	Completed	SD						37 participants
	Dome, GSP, MSC, IP - Programming - 2020 Family Day	Completed	Rec Dept						
Dome, GSP, MSC, IP - Programming - 2020 March Break		Rec Dept						Cancelled - Impacted by COVID-19	
EcDev - Arts, Culture & Heritage Committee Support	Ongoing	AL, TK							
EcDev - COVID-19 Response - Facebook Postings & Website updates	Ongoing	AL, TK						Sharing of information on Facebook & Website	
EcDev - COVID-19 Response - Business Support	Ongoing	AL, TK						Working with Maxville & Alexandria Chambers to support local businesses	
EcDev - COVID-19 Response - Employer Support	Ongoing	AL, TK						Working with various ministries & SDG EcDev to ensure that needs of business owners are heard at various government levels and shared back with owners	
EcDev - COVID-19 Response - Ministry of Tourism, Culture and Heritage	Ongoing	AL, TK						Coordinating with Ministry to support organizations in North Glengarry that have received funding under the grant (reporting requirements & additional funding)	
EcDev - Blue Plaques Program Review	Ongoing	AL, TK							
EcDev - Community Grants Review	Ongoing	AL, TK						To be presented to Council	
EcDev - Community Improvement Plan Public Consultation and Review	Ongoing	AL, TK						Late Summer 2020	
EcDev - Community Grants Events	Ongoing	AL, TK						Adjustments to events impacted by COVID-19	
EcDev - Glengarry Routes Tour	Ongoing	TK						Cancelled - Impacted by COVID-19	
EcDev - NG Community Grants Café	Completed	AL, TK						February 20th	
EcDev - NG Tourism Grants Café (September)	Ongoing	AL, TK						September 22nd	
EcDev - Regional Incentives Program	Ongoing	TK							
EcDev - Teeny Tiny Summit (June)		AL, TK						On hold - Impacted by COVID-19	
GSP - Audit	Completed	AL, MD							
GSP - Programming - 4 on 4		MD, SD, RW						Cancelled - Impacted by COVID-19	
GSP - Programming - Little Sens-type Programming		AL, MD						On hold - Impacted by COVID-19	
GSP - Programming - Yoga 2020 Winter Session		MD, SD						Waiting for Public Health Directives	
GSP - Programming - Youth Broomball		MD, SD, RW						Waiting for Public Health Directives	
GSP, MSC - Refrigeration Plant Certification TSSA	Com	AL, RW, JA						Certificat obtained	
IP - Aquatic Vegetation Removal Permit	Completed	AL						Permit obtained - to start no later than June 15th	
IP - Aquatic Vegetation Removal Report	Ongoing	AL						Will be completed after July 15th	
IP - Geese Mitigation Program Permit	Completed	AL						Permit obtained and report filed	
IP - Geese Mitigation Program Report	Completed	AL						Completed in May 2020	
IP - Programming - 2020 Swimming Lessons	Completed	SD						Report to Council April 14, 2020	
IP - Programming - 2020 Winter Boys & Girls Club		AL, SD, MD						Working with B&G Club on offering program	
IP - Programming - Summer Camp Boys & Girls Club		AL, SD, MD						Summer Camp started July 13, 2020	
MSC - Community Kitchen Program		AL, TK, SD						Waiting for Public Health Directives	
MSC - Programming - Floor Hockey		MD, SD						Cancelled - Impacted by COVID-19	
MSC - Glengarry Sports Hall of Fame		JA							
MSC - Programming - Kilt Skate 2021	Ongoing	AL, TK & Others						South Glengarry March 1, 2020	

Preparation
Execution
Complete



STAFF REPORT TO THE COMMITTEE OF THE WHOLE Report No: TR2020-25

July 13, 2020

From: Kim Goyette, Director of Finance/Treasurer

RE: 2020 Workplan – Updated for July

Recommended Motion:

THAT the Committee of the Whole accepts report TR2020-25 – the Director of Finance/Treasurer 2020 Workplan updated as of July 13, 2020 for information purposes.

Background / Analysis:

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

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

Recommendations are coming forward to resume penalties and interest charges on taxes and water works arrears.

Information is being sent to RealTax to start tax sale registrations on additional properties when they reopen in September. Tax sales that were cancelled due to COVID in early April will again be advertised for tender in September as well.

The year-end audit is currently underway. Staff is scanning documents or having the auditor pick up boxes of documentation for this to take place. The audit is taking longer than anticipated. I am awaiting information on when this will be complete.

New tax bills were created for the final billing with issues in the perforation causing some printing and folding issues. We will be looking for another supplier but have heard no complaints from the public.

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

Alternatives:

None.

Financial Implications:

None.

Attachments & Relevant Legislation:




None.

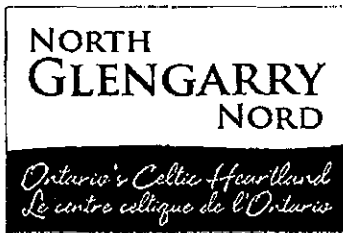
Others Consulted:

None.

Signed by Sarah Huskinson, CAO/Clerk

	Treasury Department Tasks	Deliverable	Involvement	2020				2021	Progress
				Q1	Q2	Q3	Q4		
Strat Plan	Assist Department with financial information as needed							As required	
Policies	Accounts Receivable Policy	Policy approved by Council	SM,KG			Yellow			
	Utility Billing Policy	Policy approved by Council	SM,KG			Yellow			
	Review Records Retention Policy	Policy approved by Council	KG, SH				Green		
	Cash Handling Policy	Policy approved by Council	KG			Yellow			
	Water Relief Policy	Policy approved by Council	KG			Yellow			
	Release of Tax Information Policy	Policy approved by Council	KG		Blue				
	Use of Federal Gas Tax Funds Policy	Council	KG		Blue				
Other	Asset Management Software - Balance to Financials	Financial match software balances	KG			Green			
	RFP for Facility Assessments for Asset Management	Award of RFP	KG, DC				Green		
	Merge of GSP to North Glengarry financials	Successful transfer	KG, RK, AL	Blue					
	2020 Budget	Approved budget	Council, KG	Blue					
	Review Tax Arrears, more letters, and tax collection	Increased Collections, reduced arrears and increased cash flow	KG, VT						
	Sale of 2020 registered tax sale properties	Cash for sale of property	KG, VT			Green			
	Register 2020 properties for tax sale		KG, VT			Green			
	Vest Property to the Township		KG		Yellow				
	Variance reports - Monthly to Directors	Variance reports delivered to Directors	KG		Blue				
	Temporary Borrowing Bylaw	Bylaw passed and sent to RBC	Council, KG	Blue					
	RBC Form 349	Form submitted to RBC	KG	Blue					
	Long Term Debt loan for fleet	Financing confirmed	KG	Blue					
	Final Tax Rates for 2020	Bylaw passed	KG	Blue					
	Municipal Audit	Audit Complete	KG, RK, SM, VT			Yellow			
	Year End Financial Processing	Audited financial statements	SM, RK, KG			Green			
	CWWF Claim Jan 1, 2020 to Mar 31, 2020	Claim submitted	KG	Blue				Last Claim	
	Annual Gas Tax reporting	Report sent	KG	Blue					
	OCIF Annual Reporting	Claim submitted	KG	Blue					
	Main Street Revitalization Grant reporting	Claim submitted	KG	Blue					
	Creation of cost centres for capital	Cost centres complete	KG, SMT						
Creation of Tax Bill Inserts	inserts	KG, TK, SH					Cancelled - no inserts		
Variance reports - Quarterly to council	Variance reports delivered to Council	KG							
Accounts Payable Procedures	Documented Procedures	RK, KG			Yellow				
Get rid of Vacancy rebates for taxes	Rebates eliminated	County				Green			
Tax Arrears Collection reports - Quarterly to Council	Variance reports delivered to Council	KG							
Tile Drainage grant for Superintendent	Grant submitted	KG	Blue						
Emergency Management ICS250 training	Certificate obtained	KG					Unknown at this time		
GL Account Descriptions and what to charge where	Finalized list	KG			Green				
Ensure TD1's for all employees	TD1's complete	KG, RK			Green				
Create shared files for Vadim Procedures	Procedures complete	KG, SDG Treasurers			Green				
Get Debit Machines for Dome, GSP	Debit machine in place	KG, AL			Green				
Water Financial Plan 2021-2027	Plan approved by Council	AC, KG			Yellow				

Preparation 
Execution 
Complete 



STAFF REPORT TO THE COMMITTEE OF THE WHOLE
Report No: BP-2020-22

July 22, 2020

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

RE: 2020 Work Plan

Recommended Motion:

THAT the Council of the Township of North Glengarry receives Staff Report No. BP-2020-22 – the Director of Building, By-law & Planning 2020 Work Plan.

Background / Analysis:

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

BUILDING

Maxville Water Project

The CBO and the Technician from Water Works, a licensed plumber started to do some scheduled inspections for turning on the municipal water, about 30 are supplied by municipal water at this time and have been inspected. During this COVID-19 crisis, the Township has suspended all inspections on water meter and installation inside any dwelling units. About 100 properties now have water but have not been inspected at this time. When their meter installation gets inspected, the Township does a reading of the meter and provides the information to the Water and Sewer Collector, so the Township can back charge the owners. We will start back inspections in private homes in late July.

Building Permit Application & Tracking Software

The Department is working alongside IT to create newer software for Building Permit Applications & tracking system being linked with Zoning and to assess all cost to make right

decisions for future. The Township's decision to transfer VADIM data to the United Counties will limit the options available to the Department for the software. The new IT/GIS technician will help greatly with this matter. We are currently looking into a software called CGIS already used by 3 Townships in SDG.

Review of Sign By-law

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

Building Permits

The Building Department received about 130 building permit applications in 2020, to compare this number with 2019, we had issued our 130th permit in 2019 on July 9. The numbers are very similar to last year numbers.

Office Desks

The renovation at the Township office has started. The existing main reception desk is now completely moved upstairs. To be able to open the office to the public, we installed some temporary Plexiglas protective panels in front of the 2 reception desks, and some at Public Works Office and in our conference room, where we now meet with public. We blocked the access to the office with a temporary door. We have signs with instructions at the front, hand sanitizer and stickers on the floor for social distancing, very similar to what you would see in any other commercial space available to public. We will of course evaluate how things go and see what we can do to enhance the safety of both staff and public.

Restaurant Patios

As you all know, last week the Ontario Government announced that it has moved into Phase 2 using a regional approach for the reopening of businesses in the province. One of the new measures permits licensed establishments to create a patio adjacent to their premise or increase the size of their patio to welcome patrons on-site. Owners or operators of restaurants and bars in North Glengarry are required to contact the Township's Building Department at 613-525-1116 to verify that they meet all provincial, public health and municipal directives to prior to opening to the public. We are requiring the restaurant owners or operators to provide us with a plan showing all safety measures, access, existing, lighting, fencing, PPE, social distancing, occupancy, any structural component, encroachment, etc. to ensure public's safety. As we will now be moving into Phase 3, we will have to re-evaluate on a case-by-case basis if necessary, to ensure restaurants are compliant with all safety measures.

BY-LAW ENFORCEMENT

Review of Garage Sale By-law

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

Ongoing Complaints

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

The By-law Enforcement had been very busy during the COVID-19 crisis to comply with all Provincial and Federal implementations regarding many restrictions/recommendations such as limiting distances and gatherings of people. He has also been disinfecting the main office daily to ensure our safety.

PLANNING

Draft Zoning By-law Review (2020)

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

IHA Projects

The planning department is working closely with the SDG Counties planning and engineering departments on the IHA projects for assisted living south of County Road 43 on the hospital lands, and the senior village project north of County Road 43 across from the hospital lands. The next step is a professional meeting to discuss the servicing options for the project and provide guidance to the applicants.

Cannabis Related Development Zoning By-law

Council adopted the by-law on July 13th, 2020. The information is being shared with prospective developers.

Clear Cutting By-law

The Planning Department will be moving forward through the online public consultation process, as agreed during the June 8th Council Meeting. A very large volume of comments received need to be reviewed by Council and Staff. A second round of public consultation will take place when very large public gatherings are permitted.

LPAT Official Plan Appeal

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

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

The Planning Department is working on several files with applicants that will be forwarded to Council in due time. Pre-consultation meetings are still conducted via phone for safety reasons. The volume of files and requests has increased significantly in the last month.

Inventory of vacant lands in Alexandria and Maxville

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

Alternatives:

None.

Financial Implications:

No financial implications to the Township.

Attachments & Relevant Legislation:




BP-2020-22 - Work Plan 2020 Chart Spreadsheet.

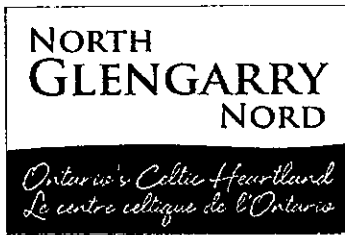
Others Consulted:

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

Signed by Sarah Huskinson, CAO/Clerk

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

Preparation 
Execution 
Complete 



STAFF REPORT TO THE COMMITTEE OF THE WHOLE Report No: PW-16-2020

July 22, 2020

From: Doug Sitland, Director of Public Works

RE: Public Works - Work Plan Update – July 2020

Recommended Motion:

THAT the Committee of the Whole receive Staff Report PW-16-2020 – the Public Works workplan update for information purposes.

Background / Analysis:

COVID – 19

All staff have returned to the work place, five days a week. As of July 16, offices are open to the public with appropriate distancing measures in place.

Roads and Fleet

Work related to the 2020 capital program has started. This includes large culvert replacements on various road sections.

A new motor was purchased for the Weed Harvester while the existing motor was being repaired. On a go forward basis, when an engine repair is required, have 2 engines available will reduce the down time.

One of the backhoes operating out of Kenyon suffered a major engine failure. While this is an older backhoe, it is still required for winter operations as the primary backhoe is tasked on a snow control route in Maxville. This highlights the need for a comprehensive fleet management “policy” which is a 2020 work plan objective.

Water and Sewer

In late June/early July both local Conservation Authorities issued a "Level 1 Low Water Condition". A Level 1 condition is declared when flows are less than 70 percent of their normal summer low flow and/or precipitation has been less than 80 per cent of average. Water users are asked to voluntarily reduce consumption by 10 per cent. This voluntary reduction is most relevant to well water users. The piped water system, while drawing water from Mill Pond, has not been impacted and there are no issues with quantity or quality.

Have experimented with a "side launch" camera to video sewer laterals. The side launch camera is launched from the main camera which is already in the sewer main. Associated with this technology, the Township is looking at trenchless technology solutions for sewer lateral rehabilitation.

A Boil Water Advisory for the Maxville Water System was issued on June 16, 2020 in response to a positive test for E.Coli.. Staff took the initial step of flushing at the sample point and resampling, only to have the test result return with E. Coli. Again. A comprehensive flushing program was initiated and re-sampling, only to have the results return with E. Coli. The section of water main that is problematic was valved off and super-chlorinated and again tests positive for E. Coli. Eventually the watermain was excavated and physically separated from the system. The remained of the system tested clean and the Boil Water Advisory was lifted on June 28, 2020.

The isolated section of main remains physically separated from the system. Two valves have been installed to permit directional flushing. The isolated section of main has been swabbed. Super chlorination has (will be) completed and as with any "new" water main, the procedures for connecting to the active main will be followed.

In response to the incident, staff have reviewed operational procedures related to water transfers (into Maxville Tank), tank levels and turn over inside the tank.

A water service leak on Lochiel Street (County Road 10) occurred. Examining options to replace the service.

Drainage

Draft Report on the Fowler-Danis Drain has been received. The process to further this file is to have a "Public Meeting" for Council to consider. The "Public Meeting" is on hold until the meeting can occur in person.

RARE and Waste Collection

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

After a staff level analysis related to North Dundas bringing recyclables to North Glengarry, North Dundas has decided to seek other options.

With respect to Electronic recycling, The Electronic Product Recycling Association (EPRA) has now replaced the Ontario Electronic Stewardship (OES) and is now accepting a larger variety of electronic devices, resulting in an incremental improvement in the diversion rate.

Capital

The Alexandria Water Treatment Plant remains on schedule.

Preparation work on the Mill Pond Watermain Relining has begun. Full construction scheduled to start the week of July 22.

The Creek Road Bridge is out to tender with award of construction contract expected at the July 27, 2020 meeting of Council.

Council has finalized the list of Road construction projects for 2020 and they include Front Street East, River Road and Concession Road 6. Staff will be replacing culverts at various locations in advance of construction beginning.

Alternatives:

N/A

Financial Implications:

N/A

Attachments & Relevant Legislation:




Internal Departmental Staff

Others Consulted:

Work Plan Update

Sarah Huskinson - CAO/Clerk

	Public Works Department Tasks	Deliverable	Involvement	2020				2021	Progress
				Q1	Q2	Q3	Q4		
Strat Plan	Provide safe potable water to the residents of Maxville.	Water quality monitoring	PW/WW	Complete	Complete				Project essentially complete. Seasonal Deficiencies and minor items remain. Connections on-going. AWQI requiring a boil water advisory occurred in June 2020
	Upgrade the wastewater treatment system in the Town of Alexandria	Plant upgrade	PW/WW/ENG.	Execution	Execution				Contingent on Funding, Tender document complete. MECP inspection and report to be addressed.
	Cost benefit analysis of road types for each Twp. road.	Report	PW	Execution	Execution				Initial Report to be presented in July 2020. Roads Need Study authorized by Council.
	Develop a plan in collaboration with the County to redesign specific roads for diverting heavy truck traffic.	Engineer Report	PW	Execution	Execution				Ongoing study. PIC scheduled for March 25, 2020 delayed due to COVID-19. County arranging to move forward with "virtual" PIC
	Cost benefit analysis for the RARE plant.	Report	PW	Execution	Execution				County has initiated a study relating to Waste Management. This Strategic Plan item is deferred pending County wide initiative estimated to be complete in Q1 - 2021
	Review the curbside collection program for the feasibility and costs savings by collecting the garbage internally or contracting the services to a private company	Report	PW	Execution	Execution				County has initiated a study relating to Waste Management. This Strategic Plan item is deferred pending County wide initiative estimated to be complete in Q1 - 2021. The existing Collection Contract expires July 31, 2020 and staff will be proposing to extend at least until July 21, 2021.
	Investigate ways to increase the waste diversion rate.	Report	PW/RARE	Execution	Execution				County has initiated a study relating to Waste Management. This Strategic Plan item is deferred pending County wide initiative estimated to be complete in Q1 - 2021
	Pump needs study		EVB/water dept.	Execution	Execution				Part of the master service plan
	Pump Flow testing		EVB/water dept.	Execution	Execution				Part of the master service plan
	Valve and Hydrant replacement	Updated maintenance logbook	all water staff	Execution	Execution				On-going
	Polymer and Coagulant pump		all water staff	Execution	Execution				Forms part of the Alexandria water treatment plant upgrades
	Forcemain air relief valve		all water staff	Execution	Execution				
	Sewage pumps		all water staff	Execution	Execution				Work not complete and no completion date set at this time
	Sewage pumping station roofs		all water staff	Execution	Execution				
	Alexandria water treatment plant upgrade		EVB/WW/Const.	Execution	Execution				Contract awarded to Bourgon Construction, Completion 2020
	Bishop St. Bridge	Deck Cond Survey/Rehab	PW/Eng/Const.	Execution	Execution				Report from Engineer received. Project deferred.
	Concession 8 Bridge	Deck Cond Survey/Rehab	PW/Eng/Const.	Execution	Execution				Report from Engineer received. Project deferred.
	Dominion St. South Bridge	Major Rehab	PW/Eng/Const.	Execution	Execution				Replacement of the structure is recommend solution. Project deferred until at least 2021
	Sidewalk Repair/Replacement	New Sidewalks	PW/Const.	Execution	Execution				Sandfield Sidewalk, Spring 2020
	Skye Road (Phase 1)	Road Section Rehabilitation		Execution	Execution				± 3.2 km road section rehabilitation (pavement to be completed in Spring 2020, road base is soft)
	Creek Road Bridge - RFP Bridge Design	Engineering Services		Execution	Execution				Design on-going. Tender is currently out for bidding. Anticipate award at Council meeting July 27, 2020
	GPS System Upgrade			Execution	Execution				To be reviewed - No budget identified for 2020
	RARE - South Wall and Dock Repairs	Asset Management	RARE	Execution	Execution				On hold - Operation Review
	RARE - New Gate	Regulatory	RARE	Execution	Execution				On hold - Operation Review
	2020 Capital Program		All Staff	Execution	Execution				Projects proceeding except as has already been reported to Council
	Fleet Management Plan - Township	Internal document	PW/Other Depts.	Execution	Execution				2020 Review
	Legal matter - slip and fall		PW/CAO	Execution	Execution				Ongoing
	Update Winter Maintenance Policy	Regulatory	PW	Execution	Execution				Initial report provided June 2020. Council does not wish to incur incremental costs. Options to be provided to Council.
	Bridge Inspections	Internal Document	PW/Eng.	Execution	Execution				2019 Report received. Inspections to be arranged for 2020
	Alexandria Landfill Closure	External document	PW/Eng.	Execution	Execution				Jp2g Engineering study/report
	Gravel Road Convesion Candidates	Internal document	PW	Execution	Execution				Geotechnical work in summer 2020. Initial report to come forward in August 2020. To coordinate with Road Needs
	Road Needs Study Update	Internal document	PW	Execution	Execution				2020 Review
	Municipal Drain Report ARDA	External document	Drainage Eng.	Execution	Execution				Ongoing, Lascelles Eng.
	Monitoring Well Development/Install	Monitoring reports	PW/Eng.	Execution	Execution				Jp2g Consultants Inc. to install monitoring wells on newly purchase property (CAZ) Glen Robertson

Preparation 
Execution 
Complete 

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

PUBLIC MEETING

Monday, January 13th, 2020
Council Chambers
Centre Sandfield Centre
102 Derby Street West, Alexandria, ON

A Public Meeting was held in the Council Chamber on Monday, January 13th, 2020 at 6:30 p.m.

COUNCIL MEMBERS PRESENT:

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

REGRETS: Councillor (At Large) – Jacques Massie

MUNICIPAL STAFF PRESENT:

CAO/Clerk – Sarah Huskinson
Director of Building, By-law & Planning – Jacob Rheume
Administrative Assistant Building, By-Law & Planning – Chantal Lapierre

PUBLIC MEETING CALLED TO ORDER

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

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

- There were no declarations of interest

2. ACCEPT THE AGENDA

Resolution No. 1

Moved by: Michel Depratto

Seconded by: Brenda Noble

That the Council of the Township of North Glengarry accepts the Public meeting agenda of Monday, January 13th, 2020.

Carried

3. ACCEPT THE MINUTES

Resolution No. 2

Moved by: Jeff Manley

Seconded by: Johanne Wensink

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

Carried

The Meeting was then turned over to the Planning Department – Jacob Rheume

4. ZONING AMENDMENTS – GENERAL HOUSEKEEPING BY-LAW

a) No. Z-14-2019

Owner: David Dumouchel

Location: 21795 McCormick Rd., Glen Robertson

No. Z-16-2019

Owner: Estate of Mary Rupp

Location: 18685 County Rd. 24, Dunvegan

No. Z-17-2019

Owner: Randall Ewaschuk

Location: 21710 Menard Rd., Glen Robertson

The purpose of a general housekeeping by-law is to make changes to more than one property in our township at the same time, changes that affect the current Municipal Comprehensive Zoning By-law in North Glengarry.

The purpose of this housekeeping by-law is to re-zone three (3) properties to prohibit residential development on the agricultural portion of the lands by rezoning the lands to AG-PR, and to prohibit agricultural uses on the residential portion of the lands by rezoning the lands to AG-PA, located at 21795 McCormick Road, Glen Robertson; 21710 Menard Road, Glen Robertson & 18685 County Road 24, Dunvegan; and,

To acknowledge the deficiency of the minimum lot frontage on the retained lands as follows:

- From the required 200m to the proposed 137m at 21710 Menard Road, Glen Robertson.
- From the required 45m to the proposed 9.14m at 18685 County Road 24, Dunvegan.

As required by the Provincial Policy Statement (2014) for surplus dwelling consents (severance).

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

4. ZONING AMENDMENT – TEMPORARY USE

a) No. Z-15-2019

Owner: Nicolas & Angelique Dignard

Location: 19360C County Rd. 43, Apple Hill

The purpose of the Temporary Use Zoning By-Law Amendment is to permit a short term rental use (online rental), by rezoning the subject lands from Rural (RU) to Rural Special Exception (RU-16). The proposed use will have a maximum capacity of 4 adults and 3 children. The temporary use would be permitted for a period of two years.

WRITTEN COMMENTS:

Jacques Levesque – January 9th/2020

Objects to the temporary use zoning amendment Z-15-2019, due to the shared laneway, the owner of the proposed Air B & B not residing on site and sees this venture as a commercial business and does not approve.

The clerk asked for comments from the public in attendance.

VERBAL COMMENTS:

Jacques Levesque – This property was not intended for commercial use, this location has been illegally rented out in the past with many issues. These are homes and not cottages. There are too many people coming and going from the private laneway. The right of way is permitted for the home owners only. He is not in agreement with the proposed 8’ fence. This will block the view of the lake.

John Watson – Expressed his displeasure over the verbal and mental abuse his wife and himself had to endure. The drinking began at 11am. He experienced a dog attack. The renters blocked the entrance. The owner was contacted to no avail. The area has a fragile water system with invasive weeds which requires little activity around the lake.

Angelique Dignard (owner) – She wanted to address some of the concerns. She agreed to all the conditions that the Township was recommending. The 8’ fence is not her request but she is willing to work with the neighbors and the Township. The complaints from John Watson are not all air B & B related. The issues that were presented can also happen in long term rentals. She wants to screen all candidates. She is looking for families and couples. She is asking for a 2 year trial period. Her mother lives 2 doors down and can provide additional support.

Francine Dignard (mother of owner) – She’s been there for 30 years. Her son had recently repaired the laneway by adding gravel. She would be helping out by checking on the guests and cleaning the house.

The clerk asked two additional times for comments from the public in attendance. No other comments were made.

5. OLD BUSINESS

6. NEW BUSINESS

7. NOTICE OF MOTION

8. ADJOURNMENT

Resolution No. 3

Moved by: Brenda Noble

Seconded by: Michel Depratto

There being no further business to discuss, the meeting was adjourned at 7:22 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

PLANNING COMMITTEE MEETING

Monday, January 13th, 2020
Council Chambers
Centre Sandfield Centre
102 Derby Street West, Alexandria, ON

A Public Meeting of Planning was held in the Council Chamber on Monday, January 13th, 2020 at 6:30p.m.

COUNCIL MEMBERS PRESENT:

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

MUNICIPAL STAFF PRESENT:

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

PLANNING COMMITTEE MEETING CALLED TO ORDER

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

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

- **There were no declarations of interest**

2. ACCEPT THE AGENDA

Resolution No. 1

Moved by: Johanne Wensink

Seconded by: Jeff Manley

That the Council of the Township of North Glengarry accepts the Planning Committee meeting agenda of Monday, January 13th, 2020.

Carried

3. ACCEPT THE MINUTES

Resolution No. 2

Moved by: Brenda Noble

Seconded by: Michel Depratto

That the Council of the Township of North Glengarry accepts the minutes of the Planning Committee Meeting of Tuesday, November 12th, 2019.

Carried

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

4. ZONING AMENDMENTS

a) **No. Z-14-2019**

Owner: David Dumouchel

Location: 21795 McCormick Rd., Glen Robertson

No. Z-16-2019

Owner: Estate of Mary Rupp

Location: 18685 County Road 24, Dunvegan

No. Z-17-2019

Owner: Randall Ewaschuk

Location: 21710 Menard Rd., Glen Robertson

Resolution No. 3

Moved by: Jeff Manley

Seconded by: Johanne Wensink

That the Planning Committee recommend approval of zoning amendments **Z-14-2019, Z-16-2019 & Z-17-2019** through the general housekeeping By-Law and that the application be forwarded to the Council of the Township of North Glengarry for further consideration and approval.

Carried

b) **No. Z-15-2019**

Owner: Nicolas/Angelique Dignard

Location: 19360C County Road 43, Alexandria

Resolution No. 4

Moved by: Michel Depratto

Seconded by: Brenda Noble

That the Planning Committee recommend approval of zoning amendment **Z-15-2019** and that the application be forwarded to the Council of the Township of North Glengarry for further consideration and approval.

Defeated

5. OLD BUSINESS

6. NEW BUSINESS

7. NOTICE OF MOTION

8. ADJOURNMENT

Resolution No. 5

Moved by: Carma Williams

Seconded by: Michel Depratto

There being no further business to discuss, the meeting was adjourned at 7:27 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

PLANNING COMMITTEE MEETING

Monday, March 9th, 2020
Council Chambers
Centre Sandfield Centre
102 Derby Street West, Alexandria, ON

A Public Meeting of Planning was held in the Council Chamber on Monday, March 9th, 2020 at 6:30p.m.

COUNCIL MEMBERS PRESENT:

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

REGRETS:

Councillor (Alexandria Ward) – Michel Depratto

MUNICIPAL STAFF PRESENT:

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

PLANNING COMMITTEE MEETING CALLED TO ORDER

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

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

Mayor – Jamie MacDonald has declared a conflict of interest with item 4 (1) Z-01-2020, Madeleine Chartrand Forgues, as he is the listing agent for this property that is for sale.

2. ACCEPT THE AGENDA

Resolution No. 1

Moved by: Brenda Noble

Seconded by: Carma Williams

That the Council of the Township of North Glengarry accepts the Planning Committee meeting agenda of Monday, March 9th, 2020.

Carried

3. ACCEPT THE MINUTES

Resolution No. 2

Moved by: Jeff Manley

Seconded by: Jacques Massie

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

Carried

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

4A. ZONING AMENDMENT

- a) **No. Z-01-2020**
Owner: Madeleine Chartrand Forgues
Location: 349-357 Dominion St. S, Alexandria

Resolution No. 3

Moved by: Carma Williams

Seconded by: Brenda Noble

That the Planning Committee recommend approval of zoning amendment **Z-01-2020** and that the application be forwarded to the Council of the Township of North Glengarry for further consideration and approval.

Carried

4B. SEVERANCE

- a) **No. B-08/20**
Owner: David MacDonald
Location: 21755 Laggan-Glenelg Rd., Dalkeith

Resolution No. 4

Moved by: Jeff Manley

Seconded by: Jacques Massie

That the Planning Committee receives severance application **B-08/20** for information purposes only.

Carried

4C. SITE PLAN DEVELOPMENT AGREEMENT

- a) **By-Law No. 12-2020**
Owner: Ronald Theoret
Location: East Boundry Road, Alexandria - CON 1 PT LOT 36 RP14R5045 PART 1

Resolution No. 5

Moved by: Jacques Massie

Seconded by: Jeff Manley

That the Planning Committee recommend approval of a Site Plan Development Agreement (By-Law No. 12-2020) between the Township of North Glengarry and Ronald Theoret and that the application be forwarded to the Council of the Township of North Glengarry for further consideration and approval.

Carried

5. OLD BUSINESS

6. NEW BUSINESS

7. NOTICE OF MOTION

8. ADJOURNMENT

Resolution No. 6

Moved by: Carma Williams

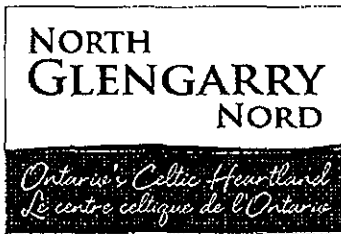
Seconded by: Brenda Noble

There being no further business to discuss, the Planning Committee Meeting was adjourned at 7:01 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor



Report – PW-17-2020

STAFF REPORT TO COMMITTEE OF THE WHOLE

Date: July 22, 2020

From: Doug Sitland, Director of Public Works

RE: Public Works – Update on Creek Road Bridge – July 2020

Recommended Motion:

That Report – PW-17-2020, Public Works – Update on Creek Road Bridge – July 2020 be received for information only.

Background / Analysis:

The Creek Road Bridge (Structure 26) is currently out for tender, using an Electronic Bidding Service (Bidingo). While originally scheduled to close July 16, bidders asked for a 1 week extension. The extension was granted to encourage a large number of bidders and to allow contractors additional time in light of delays caused by COVID 19.

Some information of significant that may be of interest to members of Council includes:

1. General Arrangement and Alignment

The new structure will be a completely new structure located just north of the existing structure. This results in a number of benefits including better alignment to improve the "S curve" on the easterly approach and having the existing structure open during construction allowing access to the farmers fields on the east side of the river.

2. Structure Width

The new structure will be wider, with a 5.5 m clear width plus 0.5 m for the railing on each side. This will allow for easier access for wide agricultural equipment.

3. Railing

The new structure will incorporate a typical Thrie Beam Combination Traffic and Bicycle Railing. This railing allow for agricultural equipment wider that he 5.5 m to go "above" the railing.

4. Land Acquisition and Disposal

At the root of the problematic "S curve" is land ownership and occupancy. The Township has worked with the adjacent land owners to acquire land so as to reduce the severity of the "S curve" and to return "surplus land" back to the adjacent land owners resulting in essentially a net zero land exchange.

5. Utility Relocation

Currently and overhead Bell utility crosses the river adjacent to the existing bridge. The utility will be relocated and attached to the new structure meaning that it will no longer be vulnerable to weather.

6. River Crossing

The existing clear width crossing for the river will be improved, providing greater flood capacity. Furthermore, while details are not available at this time, the actual river bed may be improved subject to the approval and direction from the Raisin River Conservation Authority.

Railing on Existing Structure

Staff are aware of an initiative that would see the salvaging of portions of the existing railing system on the existing structure. Sections of the railing have engravings that indicate the contractor "E BERTRAND CONTR ST EUEGENE ON" and the Reeve at the time of construction "J A MCRIMMON REEVE 7-21-29". While it would be possible to cut and salvage these rail sections, it would come at an incremental cost. Additionally, if it is Council's wish to display these rail sections, this would be at an incremental cost. If it is Council's wish to salvage these rail sections, some "restoration" is likely in order at incremental cost and on-going maintenance. Photos of the railing sections are attached for reference. If it is Council's wish to salvage these rail sections, direction as such is requested. Staff recognize the "historical value" of these components, but the immediate and on-going costs likely exceed the "value" and therefore, staff do not recommend attempting to salvage the rail sections.

Alternatives:

N/A

Financial Implications:

This project is funded through the Investing in Canada Infrastructure Program – Rural and Northern Stream and is some 83% third party (Federal and Provincial) funded. The total budget available is \$2279 K, with commitments for design, contract administration and materials inspections of approximately \$150 K, leaving \$2129 K available for construction.

The Engineer's Estimate of Probable Cost is \$1,150,790.00 plus HST, meaning there is ample contingency.

Others consulted:

Michel Cuerrier, Transportation Manager
Zoe Bougie, Departmental Administrator

Attachments:

Photos of Railing System (2)

Engineers Estimate of Probable Cost

Signed by Sarah Huskinson - CAO/Clerk

**Contract # 2020-BR 26
Creek Road Bridge Replacement
Bridge Replacement and Roadwork**

SECTION A - General

Item No.	Spec No.	Description	Quantity	Unit	Unit Price	Total
A1	SP	Mobilization/Demobilization	1	LS	\$50,000.00	\$50,000.00
A2	180, 206, 510, 928, SP	Site Preparation and Removals	1	LS	\$40,000.00	\$40,000.00
A3	SP	As-Built Drawings and Data	1	LS	\$8,000.00	\$8,000.00
A4	SP	Contractor Layout	1	LS	\$10,000.00	\$10,000.00
A5	SP	Field Office for Contract Administrator	1	LS	\$10,000.00	\$10,000.00
A6	SP	Informational Sign	1	LS	\$2,000.00	\$2,000.00
A7	SP	Contingency Allowance	1	LS	\$50,000.00	\$50,000.00
Total Section A (Carried to Summary)						\$170,000.00

**Contract # 2020-BR 26
Creek Road Bridge Replacement
Bridge Replacement and Roadwork**

SECTION B - Civil

Item No.	Spec No.	Description	Quantity	Unit	Unit Price	Total
B1	206, 510, SP	Earth Excavation (Grading, including all removals)	620	m ³	\$20.00	\$12,400.00
B2	206, 212 SP	Imported Earth Borrow	1,250	t	\$15.00	\$18,750.00
B3	206, 209, 212, 703, SP	Rock Protection including Geotextile	160	t	\$25.00	\$4,000.00
B4	206, SP	Ditch Cleanout	100	m	\$30.00	\$3,000.00
B5	310, 313, SP	HL3 Variable Depth	70	t	\$100.00	\$7,000.00
B6	314, 501, SP	Granular A	460	t	\$20.00	\$9,200.00
B7	314, 501, SP	Granular B Type II	840	t	\$18.00	\$15,120.00
B8	405, SP	150mm Perforated Pipe Subdrain per OPSD 216.021	80	m	\$40.00	\$3,200.00
B9	411, SP	Culvert Cleanout	55	m	\$20.00	\$1,100.00
B10	421, 1801, SP	450 mm CSP Culvert	12	m	\$500.00	\$6,000.00
B11	721, SP	Steel Beam Guide Rail	61	m	\$200.00	\$12,200.00
B12	732, SP	Steel Beam Guide Rail End Treatment per OPSD 912.255	4	ea	\$3,000.00	\$12,000.00
B13	771, SP	Highway Fence	128	m	\$40.00	\$5,120.00
B14	802, 803, 804, SP	Topsoil, Seeding and Mulching	850	m ²	\$13.00	\$11,050.00
Total Section B (Carried to Summary)						\$120,140.00

**Contract # 2020-BR 26
Creek Road Bridge Replacement
Bridge Replacement and Roadwork**

SECTION C - Structural

Item No.	Spec No.	Description	Quantity	Unit	Unit Price	Total
C1	314, 501, 902, SP	Structural Backfill	1	LS	\$15,000.00	\$15,000.00
C2	510, SP	Removal of Existing Structure	1	LS	\$75,000.00	\$75,000.00
C3	517, SP	Dewatering	1	LS	\$30,000.00	\$30,000.00
C4	902, SP	Earth Excavation for Structure Foundations	1	LS	\$15,000.00	\$15,000.00
C5	904, 905, 914, 929 SP	Concrete in Deck	78	m ³	\$1,500.00	\$117,000.00
C6	904, 905 SP	Concrete in Abutments	63	m ³	\$1,200.00	\$75,600.00
C7	904, 905 SP	Concrete in Footings	49	m ³	\$800.00	\$39,200.00
C8	904, 905 SP	Concrete in Approach Slab	17	m ³	\$800.00	\$13,600.00
C9	904, 905 SP	Concrete in Wingwalls	59	m ³	\$1,200.00	\$70,800.00
C10	905, SP	Reinforcing Steel	28	t	\$3,000.00	\$84,000.00
C11	908, SP	Three Tube Railing	76	m	\$800.00	\$60,800.00
C12	909, 904, SP	Prestressed Concrete Girders	75	m	\$1,900.00	\$142,500.00
C13	914, SP	Asphalt Membrane Waterproofing	206	m ²	\$50.00	\$10,300.00
C14	904	Mass Concrete	5	m ³	\$800.00	\$4,000.00
C15	539, SP	Roadway Protection	1	LS	\$50,000.00	\$50,000.00
Total Section C (Carried to Summary)						\$802,800.00

Contract # 2020-BR 26
Creek Road Bridge Replacement
Bridge Replacement and Roadwork

SECTION D - Electrical

Item No.	Spec No.	Description	Quantity	Unit	Unit Price	Total
D1	602, SP	Supply and Install Utility Handwells	2	ea	\$1,000.00	\$2,000.00
D2	603, SP	Supply and Install Rigid Ducts Direct-Buried 78mm	50	m	\$65.00	\$3,250.00
D3	SP	Embedded Duct	40	m	\$65.00	\$2,600.00
D4	SP	Coordination with Bell Canada	1	LS	\$5,000.00	\$5,000.00
Total Section D (Carried to Summary)						\$12,850.00

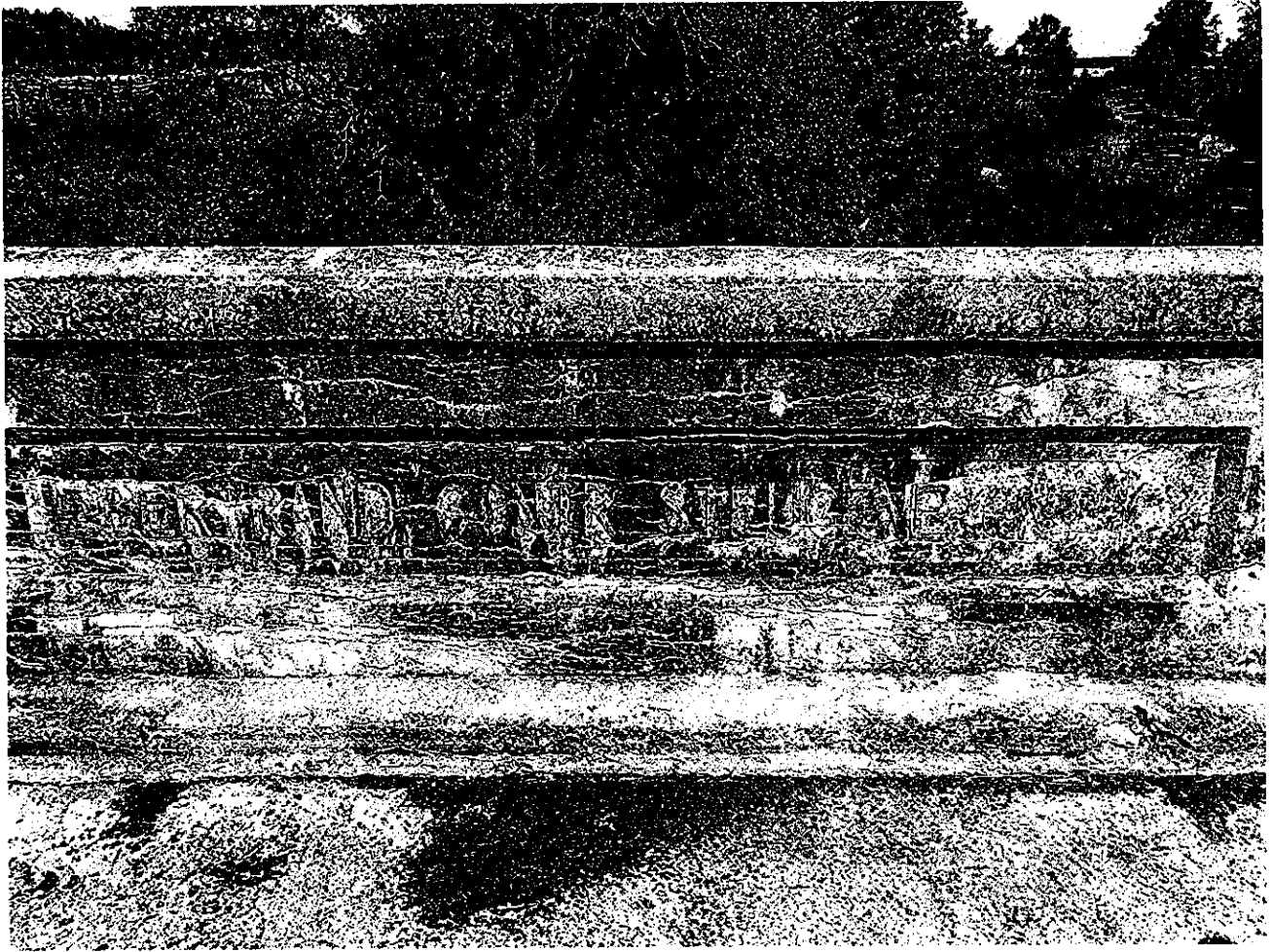
Contract # 2020-BR 26
Creek Road Bridge Replacement
Bridge Replacement and Roadwork

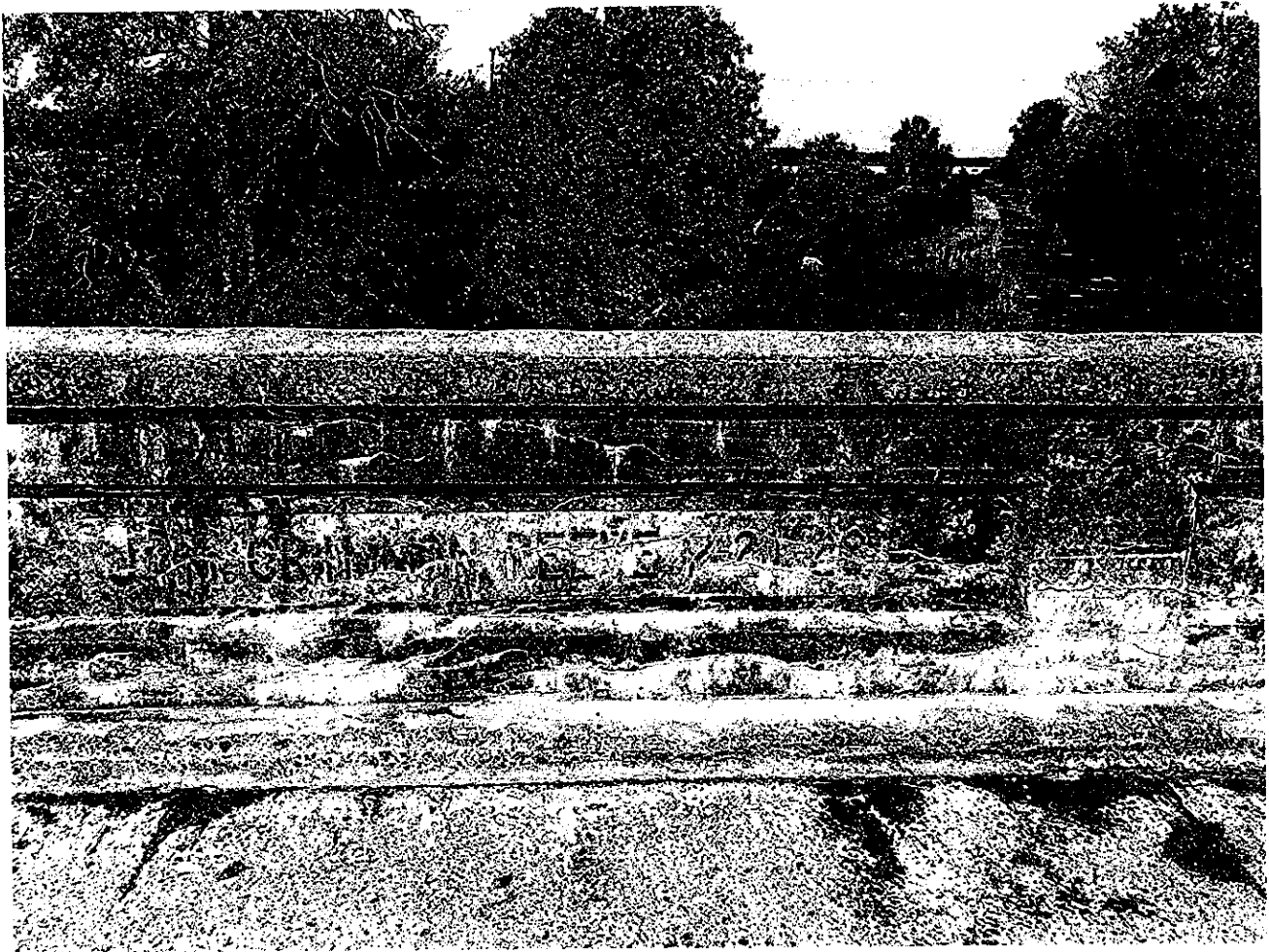
SECTION E - Environmental

Item No.	Spec No.	Description	Quantity	Unit	Unit Price	Total
E1	805, SP	Environmental Plan	1	LS	\$20,000.00	\$20,000.00
E2	SP	Allowance for DFO Submission	1	LS	\$25,000.00	\$25,000.00
Total Section E (Carried to Summary)						\$45,000.00

**Contract # 2020-BR 26
Creek Road Bridge Replacement
Bridge Replacement and Roadwork**

Summary		
SECTION	Description	Cost
A	General	\$170,000.00
B	Civil	\$120,140.00
C	Structural	\$802,800.00
D	Electrical	\$12,850.00
E	Environmental	\$45,000.00
GRAND TOTAL (excluding HST)		\$1,150,790.00





Section 9

NEW BUSINESS

Section 10

NOTICE OF MOTION

Section 11

QUESTION PERIOD

Section 12

CLOSED SESSION

BUSINESS

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: July 27, 2020

MOVED BY: Carma Williams

SECONDED BY: Brenda Noble

Proceed "In Closed Session",

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

And adopt the minutes of the Municipal Council Closed Session meeting of July 13, 2020.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 12

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: July 27, 2020

MOVED BY: **Brenda Noble**

SECONDED BY: **Jeff Manley**

Adopt Minutes of "Closed Session"

That the minutes of the Municipal Council "Closed" session meeting of July 13, 2020 be adopted as printed.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

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

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

Section 12

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: July 27, 2020

MOVED BY: Johanne Wensink

SECONDED BY: Carma Williams

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

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 12

Section 13

CONFIRMING BY-LAW

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: July 27, 2020

MOVED BY: Jeff Manley

SECONDED BY: Brenda Noble

That the Council of the Township of North Glengarry receive By-law 35-2020; and

That Council adopt by-law 35-2020 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 35-2020 be read a first, second, third time and enacted in Open Council this 27th day of July, 2020.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 13 Item a

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 35 - 2020
FOR THE YEAR 2020**

BEING A BY-LAW TO ADOPT, CONFIRM AND RATIFY MATTERS DEALT WITH BY RESOLUTION.

WHEREAS s. 5(3) of the *Municipal Act, 2001*, provides that the powers of municipal corporation are to be exercised by its Council by by-law; and

WHEREAS it is deemed expedient that the proceedings, decisions and votes of the Council of the Corporation of the Township of North Glengarry at this meeting be confirmed and adopted by by-law;

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

1. **THAT** the action of the Council at its regular meeting of July 27, 2020 in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law; and;
2. **THAT** the Mayor and the proper officers of the Township of North Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.
4. **THAT** where a "Confirming By-law" conflicts with other by-laws the other by-laws shall take precedence. Where a "Confirming By-Law" conflicts with another "Confirming By-law" the most recent by-law shall take precedence.

READ a first, second and third time, passed, signed and sealed in Open Council this 27th day of June 2020

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 35-2020, duly adopted by the Council of the Township of North Glengarry on the 27th day of July 2020.

Date Certified

CAO/Clerk / Deputy Clerk

Section 14

ADJOURN

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: July 27, 2020

MOVED BY: Brenda Noble

SECONDED BY: Johanne Wensink

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

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

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

Section 14