

# THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

## Regular Meeting of Council

**Monday October 28, 2019 at 7:00 p.m. – Council Chambers  
102 Derby Street West, Alexandria, Ontario K0C 1A0**

### Draft Agenda

THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

1. CALL TO ORDER
2. DECLARATIONS OF PECUNIARY INTEREST
3. ACCEPT THE AGENDA (Additions/Deletions) (Jacques)
4. ADOPTION OF PREVIOUS MINUTES (Carma)
  - a) Regular Meeting of Council – October 15, 2019
  - b) Committee of the Whole – October 23, 2019
5. DELEGATION(S)
6. STAFF REPORTS
  - CAO/Clerk's Department**
    - a) Strategic Plan (Brenda)
  - Community Services Department**
    - b) CIP Application – 20107 Kenyon Concession Road 4, Alexandria (Michel)
  - Treasury Department**
    - c) One-time Municipal Modernization Funding (Jeff)
    - d) By-law 42-2019 – Debentures for Maxville Water Project (Johanne)
  - Planning/Building & By-law Enforcement Department**
    - e) Housekeeping by-law (Agricultural Re-zonings) (Carma)
    - f) Roger Tower (Jacques)
    - g) By-law 44-2019 - Road Allowance (Brenda)
    - h) Zoning Amendment - Z-11-2019 (Jacques)
    - i) Zoning Amendment – Z-12-2019 (Johanne)
  - Public Works Department**
    - j) By-law 43-2019 – DWQMS Endorsement By-law (Michel)
7. UNFINISHED BUSINESS
8. CONSENT AGENDA (Johanne)
  - a) 2020 Conferences
  - b) CAO/Clerk's Department 2019 Workplan
  - c) Community Services Department 2019 Workplan – Aug/Sept update
  - d) Treasury Department 2019 Workplan – August update
  - e) Planning/Bldg. & By-law Enforcement Dept. 2019 Workplan update
  - f) The Severance Process
  - g) Public Works Department - 2019 Workplan - October update
  - h) Maxville water Project Update
  - i) RARE Dept – October update

9. NEW BUSINESS

MATTERS ARISING FROM STANDING COMMITTEES

Raisin Region Conservation Authority Update by Councillor Michel Depratto  
Maxville Manor Update by Councillor Jacques Massie  
Glengarry Pioneer Museum Update by Councillor Brenda Noble  
Glengarry Archives Update by Mayor Jamie MacDonald  
Arts, Culture & Heritage Update by Councillor Jeff Manley  
County Council Update by Deputy Mayor Carma Williams  
Friends of the Trails Update by Councillor Johanne Wensink  
Community Development Committee Update by Deputy Mayor Carma

10. NOTICE OF MOTION

Next Regular Public Meeting of Council  
Tuesday November 12, 2019 at 7:00 p.m. at the Centre Sandfield Centre, 102 Derby Street  
West, Alexandria, Ontario.

Note: Meeting are subject to change or cancellation.

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

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

And adopt the minutes of the Municipal Council Closed Session meeting of October 15, 2019.

13. CONFIRMING BY-LAW

a) By-law 45-2019 (Carma)

14. ADJOURN (Michel)

# **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:** October 28, 2019

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

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

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday October 28, 2019.

**Carried**  
\_\_\_\_\_

**Defeated**  
\_\_\_\_\_

**Deferred**  
\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

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

**Section 3**

## **Section 4**

# **ADOPTION OF PREVIOUS MINUTES**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 28, 2019

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

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

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

Regular Meeting of Council – October 15, 2019  
Committee of the Whole – October 23, 2019

<b>Carried</b>	<b>Defeated</b>	<b>Deferred</b>
_____	_____	_____

---

**MAYOR / DEPUTY MAYOR**

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

**Section 4**



# THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

## REGULAR MEETING OF COUNCIL

**Tuesday October 15, 2019 at 7:00 p.m. – Council Chambers  
102 Derby Street West, Alexandria, On K0C 1A0**

A Regular meeting of the Municipal Council was held on October 15, 2019 at 7:00 p.m., with Mayor Jamie MacDonald presiding.

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

**ALSO, PRESENT:** **CAO/Clerk** - Sarah Huskinson  
**Deputy Clerk** – Lise Lavigne  
**Planner** - Kasia Olszewska  
**Director of Planning/Bldg. & Bylaw Enforcement** – Jacob Rhéaume

**REGRETS:** **Councillor at Large** – Jacques Massie

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

### **Resolution No. 1**

**Moved by:** Brenda Noble

**Seconded by:** Michel Depratto

That the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Tuesday October 15, 2019 as amended.

**Carried**

### **Additions to the Agenda**

5a) **OPP update**

4. **ADOPTION OF PREVIOUS MINUTES**

### **Resolution No. 2**

**Moved by:** Carma Williams

**Seconded by:** Michel Depratto

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

Regular Meeting of Council – September 23, 2019

**Carried**

## 5. DELEGATIONS

### a) OPP update

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

## 6. STAFF REPORTS

### CAO/Clerk's Department

#### a) AMO Report on Joint and Several Liability

##### Resolution No. 3

**Moved by:** Brenda Noble

**Seconded by:** Michel Depratto

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2019-15

And THAT the Council of the Township of North Glengarry endorses the AMO report "A Reasonable Balance: Addressing growing municipal liability and insurance costs" and the recommendations contained with regard to joint and several liability.

**Carried**

#### b) By-law 40-2019 – Indemnification By-law

##### Resolution No. 4

**Moved by:** Carma Williams

**Seconded by:** Michel Depratto

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2019-16

And THAT the Council of the Township of North Glengarry adopts by-law 40-2019 being a by-law to provide for the indemnity and defense of Council and employees, both present and former, of the Township of North Glengarry against liability incurred while acting on behalf of the Township of North Glengarry.

AND THAT by-law 40-2019 be read a first, second and third time and enacted in open Council this 15<sup>th</sup> day of October 2019.

**Carried**

### Treasurer's Department

#### c) Tile Drainage Loan Application

##### Resolution No. 5

**Moved by:** Jeff Manley

**Seconded by:** Johanne Wensink

THAT Council receives Staff Report No. TR-2019-28; and

THAT Council of the Township of North Glengarry approve the application for a tile drainage, roll number 0111-016-007-25000, in the amount of \$27,900.

**Carried**

**Planning/Building & By-law Enforcement Department**

**d) Proposed Settlement – SDG Official Plan Modifications**

**Resolution No. 6**

**Moved by:** Brenda Noble

**Seconded by:** Michel Depratto

THAT Council of the Township of North Glengarry endorses the agreed-to wording for Modifications 8, 10b, 18a, and 23b as contained within Table 1, of United Counties of Stormont Dundas and Glengarry TPS staff report dated August 22, 2019 and directs staff to present the proposed settlements to the Local Planning Appeals Tribunal.

**Carried**

**e) By-law 39-2019 – Site Plan Agreement – Butchers To Go**

**Resolution No. 7**

**Moved by:** Johanne Wensink

**Seconded by:** Jeff Manley

THAT the Council of the Township of North Glengarry adopt Site Plan Agreement By-law 39-2019 – Butchers To Go; and

THAT by-law 39-2019 be read a first, second, third time and enacted in Open Council this 15<sup>th</sup> day of October 2019.

**Carried**

**f) Bell's Tower – Alexandria**

**Resolution No. 8**

**Moved by:** Michel Depratto

**Seconded by:** Brenda Noble

THAT the Council of the Township of North Glengarry receives the Public Notice regarding the proposed Bell Mobility 91 Meter Telecommunications Guyed Tower for Alexandria for information purposes only.

**Carried**

**g) Roger's Tower – Maxville**

**Resolution No. 9**

**Moved by:** Johanne Wensink

**Seconded by:** Jeff Manley

THAT the Council of the Township of North Glengarry receives the Public Consultation Package regarding the Rogers Site C8186 Maxville Tower for information purposes only.

**Carried**

**h) Roger's Tower Greenfield**

**Resolution No. 10**

**Moved by:** Carma Williams

**Seconded by:** Michel Depratto

THAT the Council of the Township of North Glengarry receives the Public Consultation Package regarding the Rogers Site C8185 Greenfield Tower for information purposes only.

**Carried**

i) **Roger's Tower – Glen Robertson**

**Resolution No. 11**

**Moved by:** Michel Depratto

**Seconded by:** Brenda Noble

THAT the Council of the Township of North Glengarry receives the Public Consultation Package regarding the Rogers Site C8184 Glen Robertson Tower for information purposes only.

**Carried**

**7. UNFINISHED BUSINESS**

**8. CONSENT AGENDA**

Community Development Committee Minutes – August 28, 2019

**Resolution No. 12**

**Moved by:** Jeff Manley

**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**

**9. NEW BUSINESS**

**10. NOTICE OF MOTION – Next Meeting of Council, Monday October 28, 2019**

**11. QUESTION PERIOD**

**12. CLOSED SESSION BUSINESS**

**Resolution No. 13**

**Moved by:** Jeff Manley

**Seconded by:** Johanne Wensink

**Proceed "In Closed Session",**

**Taxation Discrepancies corrections** (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*);

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

And adopt the minutes of the Municipal Council Closed Session meeting of September 9, 2019, September 23, 2019 and Committee of the Whole meeting of September 18, 2019.

**Carried**



**Resolution No. 14**

**Moved by:** Carma Williams

**Seconded by:** Michel Depratto

That we return to the Regular Meeting of Council at 8:18 pm.

**Carried**

**13. CONFIRMING BY-LAW**

**a) By-law 41-2019**

**Resolution No. 15**

**Moved by:** Jeff Manley

**Seconded by:** Johanne Wensink

That the Council of the Township of North Glengarry receive By-law 41-2019; and

That Council adopt by-law 41-2019 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 41-2019 be read a first, second, third time and enacted in Open Council this 15<sup>th</sup> day of October 2019.

**Carried**

**14. ADJOURN**

**Resolution No. 16**

**Moved by:** Michel Depratto

**Seconded by:** Brenda Noble

There being no further business to discuss, the meeting was adjourned at 8:20 pm.

**Carried**

---

**CAO/Clerk/ Deputy Clerk**

---

**Mayor / Deputy Mayor**

# THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

## Committee of the Whole Meeting

**Wednesday October 23, 2019 at 3:00 p.m. – Council Chambers  
102 Derby Street West, Alexandria, On K0C 1A0**

A Committee of the Whole Meeting was held on September 18, 2019 at 3:00 p.m., with Mayor – Jamie MacDonald presiding.

**PRESENT:** **Deputy Mayor** Carma Williams **Chaired the remaining of the meeting at 4:47**  
**Councillor at Large** – Jacques Massie  
**Councillor (Lochiel Ward)** – Brenda Noble  
**Councillor (Kenyon Ward)** – Jeff Manley  
**Councillor (Alexandria Ward)** – Michel Depratto  
**Councillor (Maxville Ward)** – Johanne Wensink

**ALSO PRESENT:** **CAO/Clerk** - Sarah Huskinson  
**Deputy Clerk** – Lise Lavigne  
**Director of Community Services** – Anne Leduc  
**Director of Finance / Treasurer** – Kimberley Champigny  
**Planner** – Kasia Olszewska  
**Public Work Manager** – Michel Riberdy  
**Project Manager** - Dave Malcolm  
**General Manager – RARE** – Linda Andrushkoff  
**Director of Transportation** – Roch Lajoie

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

### **Resolution No. 1**

**Moved by:** Carma Williams

**Seconded by:** Michel Depratto

The Committee Members accepts the agenda of the Committee of the Whole on Wednesday October 23, 2019 as amended.

**Carried**

### **Deletion from the Agenda**

**5(b) Glengarry County Archives purchases**

#### 4. DELEGATIONS

##### a) United Way Centraide of SDG – Stephanie Lalonde

David and Steven from United Way Centraide of SDG presented Council their program called UNIGNORABLE.

#### 5. STAFF REPORTS

##### CAO/Clerk's Department

##### a) 2020 Conference

##### Resolution No. 2

**Moved by:** Brenda Noble

**Seconded by:** Michel Depratto

THAT the Committee of the Whole receives Staff Report No. AD-2019-17,

AND that the Committee of the Whole recommends that Council approves the following attendees for the 2020 conferences as stated:

ROMA – Jamie MacDonald, Brenda Noble, Carma Williams

OGRA - Jeff Manley, Jacques Massie, Carma Williams, Jamie MacDonald

AMO – Jacques Massie, Jamie MacDonald, Carma Williams

OEMC – Jeff Manley, Michel Depratto, Brenda Noble, Jamie MacDonald and Carma Williams

**Carried**

##### b) Glengarry County Archives purchases

##### DELETED FROM THE AGENDA

##### c) CAO/Clerk's Department 2019 Workplan

##### Resolution No. 3

**Moved by:** Johanne Wensink

**Seconded by:** Jeff Manley

THAT the Committee of the Whole receives Staff Report No. AD-2019-19 CAO/Clerk 2019 Workplan.

**Carried**

**d) Strategic Plan**

**Resolution No. 4**

**Moved by:** Jeff Manley

**Seconded by:** Johanne Wensink

THAT the Committee of the Whole receives Staff Report No. AD-2019-20

And THAT the Committee of the Whole recommends to Council to adopt the Corporate Strategic Plan.

**Carried**

**Community Services Department**

**e) Community Services Department Update – Workplan**

**Resolution No. 5**

**Moved by:** Michel Depratto

**Seconded by:** Brenda Noble

THAT the Committee of the Whole receives Staff Report No. CS-2019-13 Community Services Department 2019 Workplan – October update.

**Carried**

**Treasury Department**

**f) Treasurer Update – Workplan**

**Resolution No. 6**

**Moved by:** Johanne Wensink

**Seconded by:** Jeff Manley

THAT the Committee of the Whole receives Staff Report No. COW-TR-2019-29 the Director of Finance/Treasurer 2019 Workplan updated for September.

**Carried**

**Planning/Building & By-law Enforcement Department**

**g) Planning/Building & By-law Enforcement 2019 Workplan**

**Resolution No. 7**

**Moved by:** Michel Depratto

**Seconded by:** Brenda Noble

THAT the Committee of the Whole receives Staff Report No. BP-2019-32 – Planning/Building & By-law Enforcement update – 2019 Workplan.

**Carried**



**h) The Severance Process**

**Resolution No. 8**

**Moved by:** Brenda Noble

**Seconded by:** Michel Depratto

That the Committee of the Whole receives Staff Report No. BP-2019-30 – the Severance Process for information purposes.

**Carried**

**i) Housekeeping by-law (Agricultural Re-zonings)**

**Resolution No. 9**

**Moved by:** Jeff Manley

**Seconded by:** Johanne Wensink

That the Committee of the Whole receives Staff Report BP-2019-31 – Housekeeping By-law (Agricultural Re-zonings) to direct Staff to update the planning process for AG-PA and AG-PR zoning amendments.

**Carried**

**Public Works Department**

**j) Public Works Update - Workplan**

**Resolution No. 10**

**Moved by:** Johanne Wensink

**Seconded by:** Jeff Manley

THAT the Committee of the Whole receives Staff Report No. PW 2019-18 - Public Works update – 2019 Workplan.

**Carried**

**k) Maxville Water Project Update**

**Resolution No. 11**

**Moved by:** Carma Williams

**Seconded by:** Michel Depratto

THAT the Committee of the Whole receives Staff Report PW 2019-17 – Maxville Water Project for information purposes only.

**Carried**

**I) RARE Dept – October update**

**Resolution No. 12**

**Moved by:** Jeff Manley

**Seconded by:** Johanne Wensink

THAT the Committee of the Whole receives Staff Report PW-2019-19 – RARE Department – October Update for information purposes only

**Carried**

6. UNFINISHED BUSINESS

7. OTHER BUSINESS

8. MATTERS ARISING FROM STANDING COMMITTEES

**WAS DEFERRED TO THE NEXT COUNCIL MEETING OCT 28, 2019**

Raisin Region Conservation Authority Update by Councillor Michel Depratto  
Maxville Manor Update by Councillor Jacques Massie  
Glengarry Pioneer Museum Update by Councillor Brenda Noble  
Glengarry Archives Update by Mayor Jamie MacDonald  
Arts, Culture & Heritage Update by Councillor Jeff Manley  
County Council Update by Deputy Mayor Carma Williams  
Friends of the Trails Update by Councillor Johanne Wensink  
Community Development Committee by Deputy Mayor Carma

9. NOTICE OF MOTION – Next Committee of the Whole Meeting, November 20, 2019

10. CLOSED SESSION BUSINESS

11. ADJOURNMENT

**Resolution No. 13**

**Moved by:** Brenda Noble

**Seconded by:** Michel Depratto

There being no further business to discuss, the meeting was adjourned at 5:22 p.m.

**Carried**

---

**CAO/Clerk/ Deputy Clerk**

---

**Mayor – Jamie MacDonald**

# **Section 5**

## **DELEGATIONS**

## **Section 6**

# **STAFF REPORTS**



**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 28, 2019

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

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

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2019-20

And THAT the Council of the Township of North Glengarry recommends to Council to adopt the Corporate Strategic Plan.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

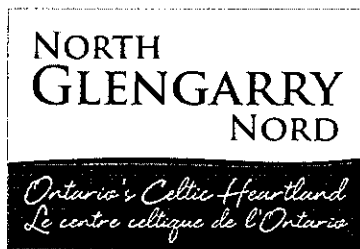
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 6 Item a**



## **STAFF REPORT TO COUNCIL**

Report No: AD-2019-20

October 15, 2019

From: Sarah Huskinson – Chief Administrative Officer/ Clerk

RE: Corporate Strategic Plan

---

### **Recommended Motion:**

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2019-20

And THAT the Council of the Township of North Glengarry recommends to Council to adopt the Corporate Strategic Plan.

### **Background / Analysis:**

In the Spring, community consultations took place with the assistance of a consultant, as well as a Council visioning session. Staff are pleased to present to Council the Corporate Strategic Plan. This plan focuses on three main priorities: assets, infrastructure and services, with goals and objectives and subsequent action items associated with each main priority. The action items and goals are achievable and measurable, and will serve as a guideline for Staff and Council over the next several years.

### **Alternatives:**

Option 1: THAT the Committee of the Whole recommends to Council to adopt the Corporate Strategic Plan.

Option 2: (not recommended) THAT the Committee of the Whole does not recommend to Council to adopt the Corporate Strategic Plan.

### **Financial Implications:**

None.

### **Attachments & Relevant Legislation:**

Corporate Strategic Plan

### **Others Consulted:**

Sarah Huskinson  
Chief Administrative Officer/ Clerk

*Township of*  
**NORTH GLENGARRY**

**CORPORATE STRATEGIC PLAN  
(DRAFT) 2019-2023**

**AUGUST 2019**

**NORTH  
GLENGARRY**

*Ontario's Celtic Heartland*



**Contents**

- 1. Executive Summary.....2
- 2. Message from the Mayor and CAO.....3
- 3. Plan Implementation.....4
- 4. Strategic Goals and Objectives.....5
- 5. Strategic Focus: Infrastructure.....6
- 6. Strategic Focus: Assets.....7
- 7. Strategic Focus: Services.....8





## Executive Summary

With its unique and vibrant community, the Township of North Glengarry possesses an enviable quality of life, which is reflected in its rural and small-town character. The Township is committed to preserving its agricultural and natural resources, its historical and cultural heritage, and its quality municipal services. The Council of the Township of North Glengarry is united in their desire to do what is right for the Township by building a foundation for a great future and working with committed staff who are dedicated to making a difference.

The Township faces several challenges, but also has many exciting opportunities. We need to ensure our communities and the Township remain viable and sustainable in the future. This requires continued investment in our municipal assets and infrastructure, to ensure that we continue to offer exemplary services to the residents of North Glengarry.

The purpose of developing a Corporate Strategic Plan is to establish where a community, as a whole, wants to be in the future and what actions will be taken to get there. The strategic priorities included in this plan are in addition to the ongoing critical work that is carried out by the Township Staff in each of its departments.

We asked five questions of our residents and stakeholders to gather information on: Strengths, Challenges, Values, Vision and Priorities. We gathered this information from multiple sources: online and hard copy surveys, one-on-one interviews, focus groups, and strategic planning sessions. We received 464 survey responses, completed 10 one-on-one interviews, conducted 4 focus groups with a variety of groups from the community, and held a Council and Staff Strategic Visioning Session.

From our Community Consultations and Strategic Planning Session, the result was that North Glengarry is a great place to live! The strengths and values that were identified were: the people, our location, community assets, the natural environment, our culture and rich history. This Strategic Plan is focused on those values and sets achievable goals grouped into three main strategic focus areas: Infrastructure; Assets; and, Services.

The strategic goals and objectives and related action plan are detailed in this Corporate Strategic Plan. The actions were formulated as a result of council priorities and community feedback. Staff are committed to achieving these goals through the action plan.





## **Message from the Mayor and CAO**

On behalf of the Council and Staff of the Township of North Glengarry, we are pleased to present our 2019 Corporate Strategic Plan.

This document will serve as a compass to the future and reflects Council's commitment to action. This Strategic Plan will act as a guide for the decisions of Council and the actions of Staff for the allocation of both human and fiscal resources to ensure the objectives contained in this plan are achieved.

The Corporate Strategic Plan focuses on three main areas: Infrastructure, Assets and Services. Within each of these focus areas, there are a series of goals and objectives. Throughout the implementation of the plan, the Senior Management Team and all staff will work to ensure that departmental policies, procedures and plans align with the goals and objectives contained in this document.

We wish to thank Council, the community, and staff for their input into this strategic plan. The consultation process has given us a clear direction and provided insight into the Township's opportunities and challenges, which formulated the goals and objectives.



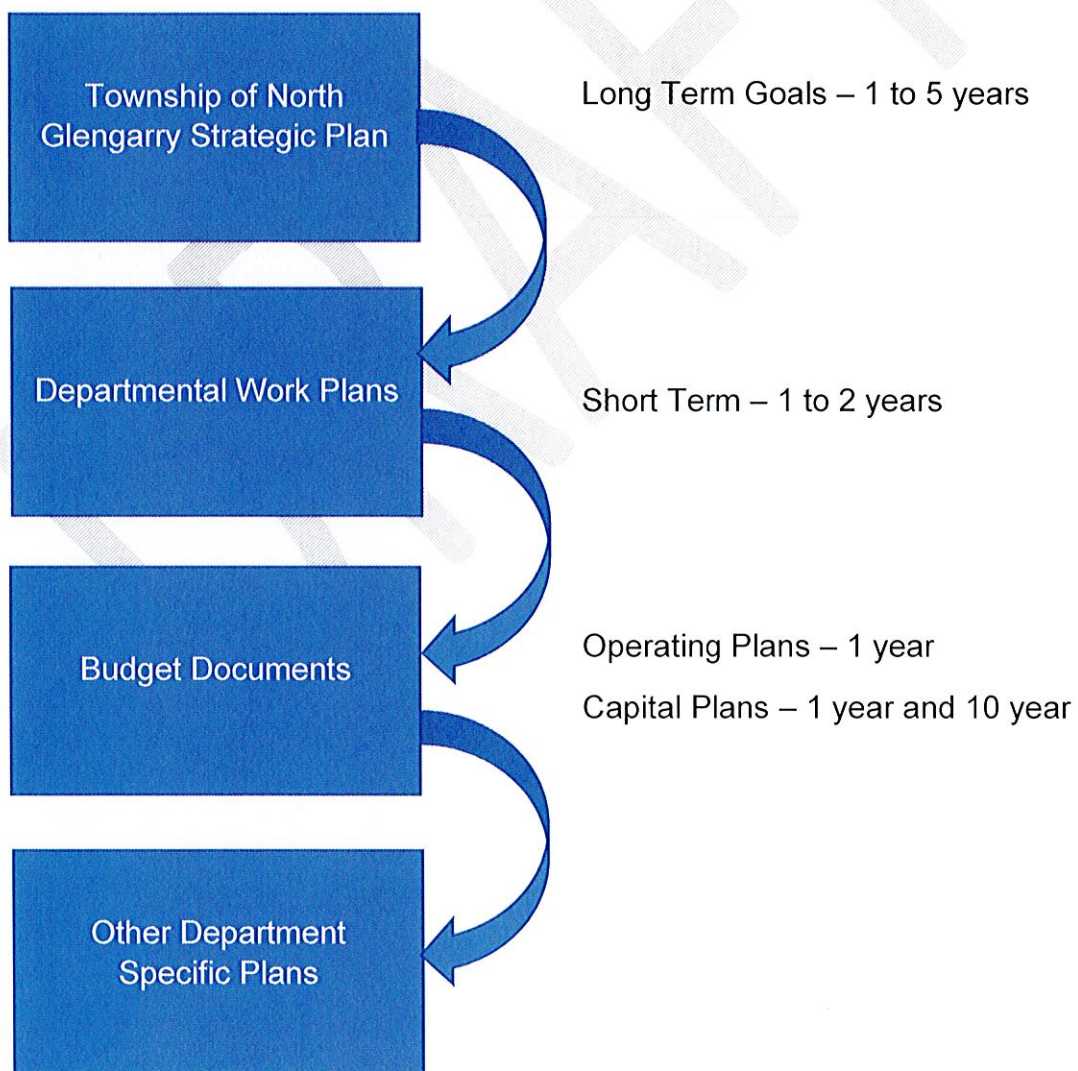


## Plan Implementation

A Strategic Plan is an important document for any municipality, but it is only the first step. The real measure of success lies in the implementation and adherence to the initiatives and priorities that are contained in this document. The Strategic Plan will be a living document which will be reviewed annually, at minimum.

Dedication to this Corporate Strategic Plan is important, and both Staff and Council are committed to the implementation of this Plan. The Plan will be integrated into the departmental workplans, budgeting process, and performance management.

Progress reports on the Strategic Plan will be presented to Council on a quarterly basis. In these reports, Staff will update Council on progress and identify any changes to the scope or the timelines for achievement of the plan.



## **Strategic Goals and Objectives**

### **Strategic Focus: Infrastructure**

To improve the infrastructure in the Township's settlement areas.

Improve the quality of Township's road network.

Divert heavy truck traffic from County and Township roads.

### **Strategic Focus: Assets**

Optimize the service and costs of the waste management practices in the Township.

Maximize taxation revenue and good land usage practices for municipally owned land.

Ensure Township facilities are used in an efficient manner.

### **Strategic Focus: Services**

Ensure the Township is ready for business development and residential growth

Timely and relevant communications in the appropriate medium in a predictable and understandable way.

Establish a strong corporate culture of customer service.

To be corporately responsible by ensuring the Township has the proper policies.





## Strategic Focus: Infrastructure

### Strategic Objective: To enhance the critical infrastructure in the Township's settlement areas

Actions	Department(s)	Timeline
Provide safe potable water to the residents of Maxville.	Public Works	End of 2020
Upgrade the lagoons in Alexandria to improve the process of removing toxins and meeting MOE guidelines.	Public Works	Contingent on Funding

### Strategic Objective: Improve the quality of Township's road network

Actions	Department(s)	Timeline
Provide a cost benefit analysis of road types for each Township road.	Public Works	End of 2020

### Strategic Objective: Divert heavy truck traffic from County and Township roads

Actions	Department(s)	Timeline
Develop a plan in collaboration with the County to redesign specific roads for diverting heavy truck traffic.	Public Works	Ongoing

## Strategic Focus: Assets

### Strategic Objective: Optimize the service and costs of the waste management practices in the Township.

Actions	Department(s)	Timeline
Conduct a cost benefit analysis for the RARE plant. Investigate ways to increase the waste diversion rate.	Public Works	Spring 2020
Review the curbside collection program for the feasibility and costs savings by collecting the garbage internally or contracting the services to a private company.	Public Works	Spring 2020

### Strategic Objective: Maximize taxation revenue and good land usage practices for municipally owned land.

Actions	Department(s)	Timeline
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.	Clerk's Department/ Planning Department	Spring 2020

### Strategic Objective: Ensure Township facilities are used an efficient manner.

Actions	Department(s)	Timeline
Maximize use of recreation facilities by identifying opportunities and gaps in current usage of facility times.	Community Services	End of 2020

## Strategic Focus: Services



**Strategic Objective: Ensure the Township is ready for business development and residential growth**

<b>Actions</b>	<b>Department(s)</b>	<b>Timeline</b>
Develop a plan to attract development across all demographics in Maxville and Alexandria following the completion of the infrastructure projects.	Economic Development/ Planning/ Building	Spring 2020
Continue to be an active partner in the Eastern Ontario Regional Network advocating for improved broadband and cell gap coverage.	Economic Development/ CAO	Ongoing
Showcase the Township's readiness for industrial and commercial business through a marketing plan.	Economic Development	Spring 2020

**Strategic Objective: Timely and relevant communications in the appropriate medium in a predictable and understandable way.**

<b>Actions</b>	<b>Department(s)</b>	<b>Timeline</b>
Develop a communications plan to improve communications with residents and stakeholders.	Economic Development/ CAO	End of 2019

**Strategic Objective: Establish a strong corporate culture of customer service.**

<b>Actions</b>	<b>Department(s)</b>	<b>Timeline</b>
Provide training to all departments on customer service, document processes, cross train staff.	All Departments	Ongoing

**Strategic Objective: To be corporately responsible by ensuring the Township has the proper policies.**

<b>Actions</b>	<b>Department(s)</b>	<b>Timeline</b>
Complete a development charges feasibility study.	Building/ Planning	Spring 2020
Create a Tree Canopy by-law and permitting system.	Planning	End of 2019
Review current by-laws for enforcement.	Building/ By-law	End of 2020

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 28, 2019

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

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

THAT Council receives Staff Report No. CS-2019-29; and

THAT Council approves funding under the Community Improvement Plan Program for the project at 20107 Kenyon Concession Road 4, in Alexandria, as submitted by the applicant, Donald McDougald Morris:

- Program B - Building Improvement Grant representing a matching grant of 50%, up to a maximum of \$815.00 towards work on two façades; and
- Program C - Civic Address Grant representing one civic sign provided by the municipality.

With the requirement

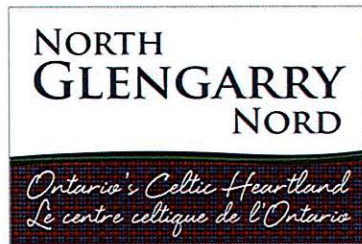
THAT work on this property is considered finalized only when sanding, painting and restoration of all four facades of the building has been completed.

<b>Carried</b>	<b>Defeated</b>	<b>Deferred</b>
_____	_____	_____

---

**MAYOR / DEPUTY MAYOR**

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



## STAFF REPORT TO COUNCIL

Report No: CS-2019-29

October 28, 2019

From: Anne Leduc – Director of Community Services

RE: New CIP Application – 20107 Kenyon Concession Road 4, Alexandria

---

### RECOMMENDED MOTION

THAT Council receives Staff Report No. CS-2019-29; and

THAT Council approves funding under the Community Improvement Plan Program for the project at 20107 Kenyon Concession Road 4, in Alexandria, as submitted by the applicant, Donald McDougald Morris:

- Program B - Building Improvement Grant representing a matching grant of 50%, up to a maximum of \$815.00 towards work on two façades; and
- Program C - Civic Address Grant representing one civic sign provided by the municipality.

With the requirement

THAT work on this property is considered finalized only when sanding, painting and restoration of all four facades of the building has been completed.

### BACKGROUND

On September 9, 2019 Council passed a resolution to include the property located at 20107 Kenyon Concession Road 4, Alexandria on the Municipal Register as a non-designated property of cultural heritage value and/or interest.

The Arts, Culture and Heritage Committee reviewed a Community Improvement Plan (CIP) application at the October 7<sup>th</sup> meeting and passed a resolution recommending that Council approved the funding as per the recommended motion.



**Program B – Building Improvement and Infill Grant** – Program B provides a matching grant up to 50% to a maximum of \$5,000.00 for one façade and \$7,500.00 for two façades.

As part of their proposed CIP project located at 20107 Kenyon Concession Road 4, in Alexandria, the applicants are asking for funding to paint and restore the house. The property owner will be painting all four sides of the structure, but only two facades (South and West) are eligible for the CIP program. Work includes:

- Cleaning, stripping and sanding all four facades of the house and re-staining it in solid white stain.

Estimated value of the improvements (Quotes obtained with recommended amount(s) highlighted in yellow)

<b>Contractor</b>	<b>Element</b>	<b>Amount</b>	<b>50%</b>	<b>Eligible</b>
Neil McGregor Painting	Complete Project (4 sides)	3,630.00		
	Eligible – South and West façade	1,630.00	815.00	815.00
Raymond Quesnel Painting	Complete Project (4 sides)	11,600.00		
	Eligible – South and West façade	5,800.00	2900.00	N/A
<b>Maximum for two (2) façades</b>				<b>\$815.00</b>

Program B total eligible expenses for the two façades is \$815.00.

**Program C – Civic Signage Grant** – Program C provides a matching grant of 75% up to \$75 for the installation of one civic number sign OR one pre-approved CIP civic address plaque



**Program E – Building Permit Fee Grant** – A grant equal to 100% of the eligible building permit fees, up to a maximum of \$750.00.

- Program E – Buildings Permits and Planning fees are NOT required for this project

## **ALTERNATIVES:**

THAT Council approves funding under the Community Improvement Plan Program for the project at 20107 Kenyon Concession Road 4, in Alexandria, as submitted by the applicant, Donald McDougald Morris:

- Program B - Building Improvement Grant representing a matching grant of 50%, up to a maximum of \$815.00 towards work on two façades; and
- Program C - Civic Address Grant representing one civic sign provided by the municipality.

With the requirement

THAT work on this property is considered finalized only when sanding, painting and restoration of all four facades of the building has been completed.

**Or**

**Option 2: Not recommended** – THAT Council does not approved the funding for this application.

## **FINANCIAL IMPLICATIONS:**

Council has approved the 2019 budget which allocates funds for the Community Improvement Plan Program.

A \$815.00 grant derived from GL 1-4-1950-3702 would be attributed to the Community Improvement Plan project for the property located at 20107 Kenyon Concession Road 4, in Alexandria.

## **Others Consulted:**

Kim Champigny – Director of Finance / Treasurer

Signed by Sarah Huskinson – CAO/Clerk



**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 28, 2019

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

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

THAT the Council of the Township of North Glengarry directs the Director of Finance/Treasurer to place the One -Time Modernization Funding in the amount of \$598,861 into a reserve fund for future use.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

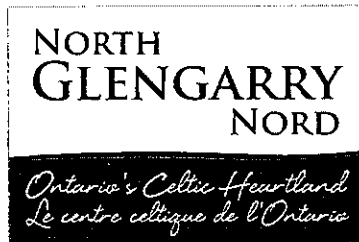
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 6 Item c**



**STAFF REPORT TO COUNCIL**

**Report No: TR2019-30**

**October 21, 2019**

From: Kim Champigny – Director of Finance/Treasurer

RE: One-time Municipal Modernization Funding

---

**Recommended Motion:**

THAT the Council of the Township of North Glengarry directs the Director of Finance/Treasurer to place the One -Time Modernization Funding in the amount of \$598,861 into a reserve fund for future use.

**Background / Analysis:**

In March of 2019, the Township received notification that they would be receiving a one-time payment to support small and rural municipalities' effort to become more efficient and reduce expenditure growth in the long term. The Township's amount was \$598,861.

There were several options discussed about how to use these funds, however, there is not time to complete any projects by the end of 2019.

I am requesting that these funds be put into a reserve for use in the future.

**Alternatives:**

None.

**Financial Implications:**

None.

**Attachments & Relevant Legislation:**

None.

**Others Consulted:**

CAO/Clerk

Signed by Sarah Huskinson, CAO/Clerk

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 28, 2019

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

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

THAT the Council of the Township of North Glengarry adopt By-Law 42-2019, being a bylaw to authorize the borrowing upon serial debentures in the principal amount of \$7,500,000.00 towards the cost of the Maxville Water Project

And THAT by-law 42-2019 be read a first, second, third time and enacted in Open Council this 28<sup>th</sup> day of October 2019.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

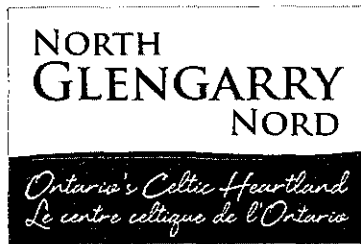
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 6 Item d**



**STAFF REPORT TO COUNCIL**

**Report No: TR2019-31**

**October 22, 2019**

From: Kim Champigny – Director of Finance/Treasurer

RE: By-Law Authorizing Borrowing of Serial Debentures for the Maxville Water Project

---

**Recommended Motion:**

That By-Law #42-2019, being a bylaw to authorize the borrowing upon serial debentures in the principal amount of \$7,500,000.00 towards the cost of the Maxville Water Project be read a first, second and third time and adopted in open Council.

**Background / Analysis:**

On August 22, 2019 Council approved borrowing from Infrastructure Ontario for the Maxville Water project in the amount of \$7,500,000.00. The documents have all been provided to Infrastructure Ontario and the debenture has been approved.

This bylaw will authorize the borrowing through debenture for a 30-year term at an interest rate of 2.84%. Final documents will be completed by November 15<sup>th</sup>, 2019 and funds provided shortly afterward.

**Alternatives:**

None.

**Financial Implications:**

An average of approximately \$200,000 will be required annually to pay for this debenture. These funds will be recovered from the water users through the revised rates already approved for 2020. The first year may be challenge as all users will not be hooked up by January 1, 2020.

**Attachments & Relevant Legislation:**

None.



**Others Consulted:**

External legal counsel

CAO/Clerk

Signed by Sarah Huskinson, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NUMBER 42-2019

A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY TO AUTHORIZE THE BORROWING UPON SERIAL DEBENTURES IN THE PRINCIPAL AMOUNT OF \$7,500,000.00 TOWARDS THE COST OF MAXVILLE WATER PROJECT

WHEREAS subsection 401 (1) of the *Municipal Act, 2001*, as amended (the "Act") provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

AND WHEREAS subsection 408 (2.1) of the Act provides that a municipality may issue a debenture or other financial instrument for long-term borrowing only to provide financing for a capital work;

AND WHEREAS the Council of The Corporation of The Township of North Glengarry (the "**Municipality**") has passed the By-law(s) enumerated in column (1) of Schedule "A" attached hereto and forming part of this By-law authorizing the capital work(s) described in column (2) of Schedule "A" (the "**Capital Work(s)**"), and authorizing the entering into of a Financing Agreement dated effective as of September 17, 2019 for the provision of temporary and long-term borrowing from Ontario Infrastructure and Lands Corporation ("**OILC**") in respect of the Capital Work(s) (the "**Financing Agreement**") and the Municipality entered into a Financing Agreement dated effective as of September 17, 2019 for the provision of long-term borrowing from Ontario Infrastructure and Lands Corporation ("**OILC**") in respect of the Capital Work(s) (the "**Financing Agreement**") and desires to issue debentures for the Capital Work(s) in the amount(s) specified in column (5) of Schedule "A";

AND WHEREAS before authorizing the Capital Work(s) and before authorizing any additional cost amount and any additional debenture authority in respect thereof (if any) the Council of the Municipality had its Treasurer calculate an updated limit in respect of its most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing in accordance with the applicable regulation and, prior to the Council of the Municipality authorizing the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), the Treasurer determined that the estimated annual amount payable in respect of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), would not cause the Municipality to exceed the updated limit and that the approval of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), by the Local Planning Appeal Tribunal pursuant to such regulation was not required;

AND WHEREAS the Municipality has submitted an application to OILC for long-term borrowing through the issue of debentures to OILC in respect of the Capital Work(s) (the "**Application**") and the Application has been approved;

AND WHEREAS to provide long-term financing for the Capital Work(s) and to repay certain temporary advances in respect of the Capital Work(s) made by OILC pursuant to the Financing Agreement(if any), it is now deemed to be expedient to borrow money by the issue of serial debentures in the principal amount of \$7,500,000.00 dated November 15, 2019 and maturing on November 15, 2049, and payable in semi-annual instalments of combined principal and interest on the fifteenth day of May and on the fifteenth day of November in each of the years 2020 to 2049, both inclusive on the terms hereinafter set forth;

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

1. The submitting of the Application and the execution and delivery of the Financing Agreement by the Municipality are hereby confirmed, ratified and approved. For the Capital Work(s), the borrowing upon the credit of the Municipality at large of the principal amount of \$7,500,000.00 and the issue of serial debentures therefor to be repaid in semi-annual instalments of combined of principal and interest as hereinafter set forth, are hereby authorized.
2. The Mayor and the Treasurer of the Municipality are hereby authorized to cause any number of serial debentures to be issued for such amounts of money as may be required for the Capital Work(s) in definitive form, not exceeding in total the said aggregate principal amount of \$7,500,000.00 (the "Debentures"). The Debentures shall bear the Municipality's municipal seal and the signatures of the Mayor and the Treasurer of the Municipality, all in accordance with the provisions of the Act. The municipal seal of the Municipality and the signatures referred to in this section may be printed, lithographed, engraved or otherwise mechanically reproduced. The Debentures are sufficiently signed if they bear the required signatures and each person signing has the authority to do so on the date he or she signs.
3. The Debentures shall be in fully registered form as one or more certificates in the aggregate principal amount of \$7,500,000.00, in the name of OILC, or as OILC may otherwise direct, substantially in the form attached as Schedule "B" hereto and forming part of this By-law with provision for payment of principal and interest (other than in respect of the final payment of principal and outstanding interest on maturity upon presentation and surrender) by pre-authorized debit in respect of such principal and interest to the credit of such registered holder on such terms as to which the registered holder and the Municipality may agree.
4. In accordance with the provisions of section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011*, as amended from time to time hereafter, the Municipality is hereby authorized to agree in writing with OILC that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding any amounts that the Municipality fails to pay OILC on account of any unpaid indebtedness of the Municipality to OILC under the Debentures and to pay such amounts to OILC from the Consolidated Revenue Fund.

5. The Debentures shall all be dated November 15, 2019, and as to both principal and interest shall be expressed and be payable in lawful money of Canada. The Debentures shall bear interest at the rate of 2.84% per annum and mature during a period of 30 year(s) from the date thereof payable semi-annually in arrears as described in this section. The Debentures shall be paid in full by November 15, 2049 and be payable in semi-annual instalments of combined equal principal and diminishing interest amounts on the fifteenth day of May and on the fifteenth day of November in each of the years 2020 to 2049, both inclusive, save and except for the last instalment of principal which may vary slightly from the preceding equal instalments, as set forth in Schedule "C" attached hereto and forming part of this By-law ("**Schedule "C"**").
6. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**") and if any date for payment is not a Business Day, payment shall be made on the next following Business Day.
7. Interest shall be payable to the date of maturity of the Debentures and on default shall be payable on any overdue amounts both before and after default and judgment at a rate per annum equal to the greater of the rate specified on the Schedule as attached to and forming part of the Debentures for such amounts plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amounts become overdue for so long as such amounts remain overdue and the Municipality shall pay to the registered holders any and all costs incurred by the registered holders as a result of the overdue payment. Any amounts payable by the Municipality as interest on overdue principal or interest and all costs incurred by the registered holders as a result of the overdue payment in respect of the Debentures shall be paid out of current revenue. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular semi-annual interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.

"**Prime Rate**" means, on any day, the annual rate of interest which is the arithmetic mean of the prime rates announced from time to time by the following five major Canadian Schedule I banks, as of the issue date of the Debentures: Royal Bank of Canada; Canadian Imperial Bank of Commerce; The Bank of Nova Scotia; Bank of Montreal; and The Toronto-Dominion Bank (the "**Reference Banks**") as their reference rates in effect on such day for Canadian dollar commercial loans made in Canada. If fewer than five of the Reference Banks quote a prime rate on such days, the "**Prime Rate**" shall be the arithmetic mean of the rates quoted by those Reference Banks.

8. In each year in which a payment of semi-annual instalments of combined equal principal and diminishing interest amounts becomes due in respect of the Capital Work(s) including the last 'non-equal' instalment of principal, there shall be raised as part of the Municipality's general levy the amounts of principal and interest payable



by the Municipality in each year as set out in Schedule "C" to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality.

9. The Debentures may contain any provision for their registration thereof authorized by any statute relating to municipal debentures in force at the time of the issue thereof.
10. The Municipality shall maintain a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of the cancellations, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.
11. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of the Debentures as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the amount or amounts so paid. When a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.
12. The Debentures will be transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, the Mayor and the Treasurer shall issue and deliver a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.
13. The Mayor and the Treasurer shall issue and deliver new Debentures in exchange or substitution for Debentures outstanding on the registry with the same maturity and of like form which have become mutilated, defaced, lost, subject to a mysterious or unexplainable disappearance, stolen or destroyed, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection

therewith; (b) (in the case when a Debenture is mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and an indemnity in respect thereof satisfactory to the Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.

14. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the provisions of this By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.
15. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange the Treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange; and (d) in the case of a transfer, enter in the registry particulars of the registered holder as directed by the transferor.
16. Reasonable fees in respect of the Debentures, in the normal course of business, other than reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed and for the replacement of any of the principal and interest cheques (if any) that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed may be imposed by the Municipality. When new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
17. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder in accordance with the provisions of the Financing Agreement.
18. The Mayor and the Treasurer are hereby authorized to cause the Debentures to be issued, one or more of the Clerk and Treasurer are hereby authorized to generally do all things and to execute all other documents and other papers in the name of the Municipality in order to carry out the issue of the Debentures and the Treasurer is authorized to affix the Municipality's municipal seal to any of such documents and papers.

19. The money received by the Municipality from the sale of the Debentures to OILC, including any premium, and any earnings derived from the investment of that money, after providing for the expenses related to their issue, if any, shall be apportioned and applied to the Capital Work(s) and to no other purpose except as permitted by the Act.
20. Subject to the Municipality's investment policies and goals, the applicable legislation and the terms and conditions of the Debentures, the Municipality may, if not in default under the Debentures, at any time purchase any of the Debentures in the open market or by tender or by private contract at any price and on such terms and conditions (including, without limitation, the manner by which any tender offer may be communicated or accepted and the persons to whom it may be addressed) as the Municipality may in its discretion determine.
21. This By-law takes effect on the day of passing.

By-law read a first and second time this 28th day of October, 2019.

By-law read a third time and finally passed this 28th day of October, 2019.

---

Jamie MacDonald  
Mayor

---

Sarah Huskinson  
Clerk

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY**

**Schedule "A" to By-law Number 42-2019**

(1)	(2)	(3)	(4)	(5)	(6)
By-law	Project Description	Approved Amount to be Financed Through the Issue of Debentures	Amount of Debentures Previously Issued	Amount of Debentures to be Issued	Term of Years of Debentures
42-2019	Maxville Water Project	\$7,500,000.00	\$0.00	\$7,500,000.00	30 year(s)



Schedule "B" to By-law Number 42-2019

No. 42-2019

\$7,500,000.00

CANADA  
Province of Ontario  
THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

FULLY REGISTERED 2.84% SERIAL DEBENTURE

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY (the "Municipality"),  
for value received, hereby promises to pay to  
ONTARIO INFRASTRUCTURE AND LANDS CORPORATION ("OILC")

or registered assigns, subject to the Conditions attached hereto which form part hereof (the "Conditions"), upon presentation and surrender of this debenture (or as otherwise agreed to by the Municipality and OILC) by the maturity date of this debenture November 15, 2049, the principal amount of

SEVEN MILLION FIVE HUNDRED THOUSAND DOLLARS

----- (\$7,500,000.00) -----

by semi-annual instalments of combined equal principal and diminishing interest amounts on the fifteenth day of May and on the fifteenth day of November in each of the years 2020 to 2049, both inclusive, save and except for the last instalment of principal which may vary slightly from the preceding equal instalments, in the amounts set forth in the attached Serial Debenture Schedule (the "Amortization Schedule") and subject to late payment interest charges pursuant to the Conditions, in lawful money of Canada. Subject to the Conditions: interest shall be paid until the maturity date of this debenture, in like money in semi-annual payments from the closing date (November 15, 2019), or from the last date on which interest has been paid on this debenture, whichever is later, at the rate of 2.84% per annum, in arrears, on the specified dates, as set forth in the Amortization Schedule; and interest shall be paid on default at the applicable rate set out in the Amortization Schedule both before and after default and judgment. The payments of principal and interest and the outstanding amount of principal in each year are shown in the Amortization Schedule.

The Municipality, pursuant to section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011* (the "OILC Act, 2011") hereby irrevocably agrees that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding any amounts that the Municipality fails to pay OILC on account of any unpaid indebtedness under this debenture, and to pay such amounts to OILC from the Consolidated Revenue Fund.

This debenture is subject to the Conditions.

DATED at the The Corporation of The Township of North Glengarry as at the 15th day of November, 2019.

IN TESTIMONY WHEREOF and under the authority of By-law Number 42-2019 of the Municipality duly passed on the 28th day of October, 2019 (the "By-law"), this debenture is sealed with the municipal seal of the Municipality and signed by the Mayor and by the Treasurer thereof.

Date of Registration: November 15, 2019.

\_\_\_\_\_  
Jamie MacDonald, Mayor

(Seal) \_\_\_\_\_  
Kimberley Champigny, Treasurer

OILC hereby agrees that the Minister of Finance is entitled to exercise certain rights of deduction pursuant to section 25 of the OILC Act, 2011 as described in this debenture.

Ontario Infrastructure and Lands Corporation

by: \_\_\_\_\_  
Authorized Signing Officer

by: \_\_\_\_\_  
Authorized Signing Officer

## LEGAL OPINION

We have examined the By-law of the Municipality authorizing the issue of serial debentures in the principal amount of \$7,500,000.00 dated November 15, 2019 and maturing on November 15, 2049 in semi-annual instalments of combined equal principal and diminishing interest amounts on the fifteenth day of May and on the fifteenth day of November in each of the years 2020 to 2049, both inclusive, save and except for the last instalment of principal which may vary slightly from the preceding equal instalments as set out in Schedule "C" to the By-law.

In our opinion, the By-law has been properly passed and is within the legal powers of the Municipality. The debenture issued under the By-law in the within form (the "Debenture") is the direct, general, unsecured and unsubordinated obligation of the Municipality. The Debenture is enforceable against the Municipality subject to the special jurisdiction and powers of the Local Planning Appeal Tribunal over defaulting municipalities under the *Municipal Affairs Act*. This opinion is subject to and incorporates all the assumptions, qualifications and limitations set out in our opinion letter.

November 15, 2019

Aubry Campbell MacLean [no signature required]

## CONDITIONS OF THE DEBENTURE

### Form, Denomination, and Ranking of the Debenture

1. The debentures issued pursuant to the By-law (collectively the “**Debentures**” and individually a “**Debenture**”) are issuable as fully registered Debentures without coupons.
2. The Debentures are direct, general, unsecured and unsubordinated obligations of the Municipality. The Debentures rank concurrently and equally in respect of payment of principal and interest with all other debentures of the Municipality except for the availability of money in a sinking or retirement fund for a particular issue of debentures.
3. This Debenture is one fully registered Debenture registered in the name of OILC and held by OILC.

### Registration

4. The Municipality shall maintain at its designated office a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of cancellations, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.

### Title

5. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of Debentures, including this Debenture, as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the amount or amounts so paid. Where a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.

### Payments of Principal and Interest



6. The record date for purposes of payment of principal of and interest on the Debentures is as of 5:00 p.m. on the sixteenth calendar day preceding any Payment Date including the maturity date. Principal of and interest on the Debentures are payable by the Municipality to the persons registered as holders in the registry on the relevant record date. The Municipality shall not be required to register any transfer, exchange or substitution of Debentures during the period from any record date to the corresponding Payment Date.
7. The Municipality shall make all payments in respect of semi-annual instalments of combined equal principal and diminishing interest amounts on the Debentures on the Payment Dates commencing on May 15, 2020 and ending on November 15, 2049, as set out in Schedule "C" to the By-law, by pre-authorized debit in respect of such interest and principal to the credit of the registered holder on such terms as the Municipality and the registered holder may agree.
8. The Municipality shall pay to the registered holder interest on any overdue amount of principal or interest in respect of any Debenture, both before and after default and judgment, at a rate per annum equal to the greater of the rate specified on the Schedule as attached to and forming part of the Debenture for such amount plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amount becomes overdue for so long as such amount remains overdue and the Municipality shall pay to the registered holder any and all costs incurred by the registered holder as a result of the overdue payment.
9. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular semi-annual interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.
10. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**"), and if any date for payment is not a Business Day, payment shall be made on the next following Business Day as noted on the Amortization Schedule.
11. The Debentures are transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations will be delivered as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.

12. The Municipality shall issue and deliver Debentures in exchange for or in substitution for Debentures outstanding on the registry with the same maturity and of like form in the event of a mutilation, defacement, loss, mysterious or unexplainable disappearance, theft or destruction, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case of a mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed Debenture) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and an indemnity in respect thereof satisfactory to the Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.
13. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the provisions of the By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.
14. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange the Treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange; and (d) in the case of a transfer, enter in the registry particulars of the registered holder as directed by the transferor.
15. Reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed and for the replacement of mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed principal and interest cheques (if any) may be imposed by the Municipality. When new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
16. If OILC elects to terminate its obligations under the financing agreement entered into between the Municipality and OILC, pursuant to which the Debentures are issued, the Municipality shall pay to OILC the Make-Whole Amount on account of the losses that it will incur as a result of the early repayment or early termination.

## Notices

17. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder. If the Municipality or any registered holder is required to give any notice in connection with the Debentures on or before any day and that day is not a Business Day (as defined in section 10 of these Conditions) then such notice may be given on the next following Business Day.

## Time

18. Unless otherwise expressly provided herein, any reference herein to a time shall be considered to be a reference to Toronto time.

## Governing Law

19. The Debentures are governed by and shall be construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable in Ontario.

## Definitions:

- (a) "**Prime Rate**" means, on any day, the annual rate of interest which is the arithmetic mean of the prime rates announced from time to time by the following five major Canadian Schedule I banks, as of the issue date of this Debenture: Royal Bank of Canada; Canadian Imperial Bank of Commerce; The Bank of Nova Scotia; Bank of Montreal; and The Toronto-Dominion Bank (the "**Reference Banks**") as their reference rates in effect on such day for Canadian dollar commercial loans made in Canada. If fewer than five of the Reference Banks quote a prime rate on such days, the "**Prime Rate**" shall be the arithmetic mean of the rates quoted by those Reference Banks.
- (b) "**Make-Whole Amount**" means the amount determined by OILC as of the date of prepayment of the Debenture, by which (i) the present value of the remaining future scheduled payments of principal and interest under the Debenture to be repaid from the prepayment date until maturity of the Debenture discounted at the Ontario Yield exceeds (ii) the principal amount under the Debenture being repaid provided that the Make-Whole Amount shall never be less than zero.
- (c) "**Ontario Yield**" means the yield to maturity on the date of prepayment of the Debenture, assuming semi-annual compounding, which a non-prepayable term loan made by the Province of Ontario would have if advanced on the date of prepayment of the Debenture,

assuming the same principal amount as the Debenture and with a maturity date which is the same as the remaining term to maturity of the Debenture to be repaid minus 100 basis points.



**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY**

**Schedule "C" to By-law Number 42-2019**

Name.....: North Glengarry, The Corporation of The Township o  
 Principal: 7,500,000.00  
 Rate.....: 02.8400  
 Term.....: 360  
 Matures...: 11/15/2049

Pay #	Date	Amount Due	Principal Due	Interest Due	Rem. Principal
1	05/15/2020	231,208.22	125,000.00	106,208.22	7,375,000.00
2	11/15/2020	230,585.75	125,000.00	105,585.75	7,250,000.00
3	05/15/2021	227,103.84	125,000.00	102,103.84	7,125,000.00
4	11/15/2021	227,006.58	125,000.00	102,006.58	7,000,000.00
5	05/15/2022	223,583.01	125,000.00	98,583.01	6,875,000.00
6	11/15/2022	223,427.40	125,000.00	98,427.40	6,750,000.00
7	05/15/2023	220,062.19	125,000.00	95,062.19	6,625,000.00
8	11/15/2023	219,848.22	125,000.00	94,848.22	6,500,000.00
9	05/15/2024	217,047.12	125,000.00	92,047.12	6,375,000.00
10	11/15/2024	216,269.04	125,000.00	91,269.04	6,250,000.00
11	05/15/2025	213,020.55	125,000.00	88,020.55	6,125,000.00
12	11/15/2025	212,689.86	125,000.00	87,689.86	6,000,000.00
13	05/15/2026	209,499.73	125,000.00	84,499.73	5,875,000.00
14	11/15/2026	209,110.68	125,000.00	84,110.68	5,750,000.00
15	05/15/2027	205,978.90	125,000.00	80,978.90	5,625,000.00
16	11/15/2027	205,531.51	125,000.00	80,531.51	5,500,000.00
17	05/15/2028	202,886.03	125,000.00	77,886.03	5,375,000.00
18	11/15/2028	201,952.33	125,000.00	76,952.33	5,250,000.00
19	05/15/2029	198,937.26	125,000.00	73,937.26	5,125,000.00
20	11/15/2029	198,373.15	125,000.00	73,373.15	5,000,000.00
21	05/15/2030	195,416.44	125,000.00	70,416.44	4,875,000.00
22	11/15/2030	194,793.97	125,000.00	69,793.97	4,750,000.00
23	05/15/2031	191,895.62	125,000.00	66,895.62	4,625,000.00
24	11/15/2031	191,214.79	125,000.00	66,214.79	4,500,000.00
25	05/15/2032	188,724.93	125,000.00	63,724.93	4,375,000.00
26	11/15/2032	187,635.62	125,000.00	62,635.62	4,250,000.00
27	05/15/2033	184,853.97	125,000.00	59,853.97	4,125,000.00
28	11/15/2033	184,056.44	125,000.00	59,056.44	4,000,000.00
29	05/15/2034	181,333.15	125,000.00	56,333.15	3,875,000.00
30	11/15/2034	180,477.26	125,000.00	55,477.26	3,750,000.00
31	05/15/2035	177,812.33	125,000.00	52,812.33	3,625,000.00
32	11/15/2035	176,898.08	125,000.00	51,898.08	3,500,000.00
33	05/15/2036	174,563.84	125,000.00	49,563.84	3,375,000.00
34	11/15/2036	173,318.90	125,000.00	48,318.90	3,250,000.00
35	05/15/2037	170,770.68	125,000.00	45,770.68	3,125,000.00

36	11/15/2037	169,739.73	125,000.00	44,739.73	3,000,000.00
37	05/15/2038	167,249.86	125,000.00	42,249.86	2,875,000.00
38	11/15/2038	166,160.55	125,000.00	41,160.55	2,750,000.00
39	05/15/2039	163,729.04	125,000.00	38,729.04	2,625,000.00
40	11/15/2039	162,581.37	125,000.00	37,581.37	2,500,000.00
41	05/15/2040	160,402.74	125,000.00	35,402.74	2,375,000.00
42	11/15/2040	159,002.19	125,000.00	34,002.19	2,250,000.00
43	05/15/2041	156,687.40	125,000.00	31,687.40	2,125,000.00
44	11/15/2041	155,423.01	125,000.00	30,423.01	2,000,000.00
45	05/15/2042	153,166.58	125,000.00	28,166.58	1,875,000.00
46	11/15/2042	151,843.84	125,000.00	26,843.84	1,750,000.00
47	05/15/2043	149,645.75	125,000.00	24,645.75	1,625,000.00
48	11/15/2043	148,264.66	125,000.00	23,264.66	1,500,000.00
49	05/15/2044	146,241.64	125,000.00	21,241.64	1,375,000.00
50	11/15/2044	144,685.48	125,000.00	19,685.48	1,250,000.00
51	05/15/2045	142,604.11	125,000.00	17,604.11	1,125,000.00
52	11/15/2045	141,106.30	125,000.00	16,106.30	1,000,000.00
53	05/15/2046	139,083.29	125,000.00	14,083.29	875,000.00
54	11/15/2046	137,527.12	125,000.00	12,527.12	750,000.00
55	05/15/2047	135,562.47	125,000.00	10,562.47	625,000.00
56	11/15/2047	133,947.95	125,000.00	8,947.95	500,000.00
57	05/15/2048	132,080.55	125,000.00	7,080.55	375,000.00
58	11/15/2048	130,368.77	125,000.00	5,368.77	250,000.00
59	05/15/2049	128,520.82	125,000.00	3,520.82	125,000.00
60	11/15/2049	126,789.59	125,000.00	1,789.59	0.00

-----  
10,750,302.20 7,500,000.00 3,250,302.20

No. 42-2019

\$7,500,000.00

CANADA  
Province of Ontario  
THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

FULLY REGISTERED 2.84% SERIAL DEBENTURE

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY (the "**Municipality**"),  
for value received, hereby promises to pay to

ONTARIO INFRASTRUCTURE AND LANDS CORPORATION ("**OILC**")

or registered assigns, subject to the Conditions attached hereto which form part hereof (the "**Conditions**"), upon presentation and surrender of this debenture (or as otherwise agreed to by the Municipality and OILC) by the maturity date of this debenture (November 15, 2049), the principal amount of

SEVEN MILLION FIVE HUNDRED THOUSAND DOLLARS

----- (\$7,500,000.00) -----

by semi-annual instalments of combined equal principal and diminishing interest amounts on the fifteenth day of May and on the fifteenth day of November in each of the years 2020 to 2049, both inclusive, save and except for the last instalment of principal which may vary slightly from the preceding equal instalments, in the amounts set forth in the attached Serial Debenture Schedule (the "**Amortization Schedule**") and subject to late payment interest charges pursuant to the Conditions, in lawful money of Canada. Subject to the Conditions: interest shall be paid until the maturity date of this debenture, in like money in semi-annual payments from the closing date (November 15, 2019), or from the last date on which interest has been paid on this debenture, whichever is later, at the rate of 2.84% per annum, in arrears, on the specified dates, as set forth in the Amortization Schedule; and interest shall be paid on default at the applicable rate set out in the Amortization Schedule both before and after default and judgment. The payments of principal and interest and the outstanding amount of principal in each year are shown in the Amortization Schedule.

The Municipality, pursuant to section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011* (the "**OILC Act, 2011**") hereby irrevocably agrees that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding any amounts that the Municipality fails to pay OILC on account of any unpaid indebtedness under this debenture, and to pay such amounts to OILC from the Consolidated Revenue Fund.

This debenture is subject to the Conditions.

DATED at the The Corporation of The Township of North Glengarry as at the 15th day of November, 2019.

IN TESTIMONY WHEREOF and under the authority of By-law Number 42-2019 of the Municipality duly passed on the 28th day of October, 2019 (the "**By-law**"), this debenture is sealed with the municipal seal of the Municipality and signed by the Mayor and by the Treasurer thereof.

Date of Registration: November 15, 2019.

\_\_\_\_\_  
Jamie MacDonald, Mayor

(Seal) \_\_\_\_\_  
Kimberley Champigny, Treasurer

OILC hereby agrees that the Minister of Finance is entitled to exercise certain rights of deduction pursuant to section 25 of the OILC Act, 2011 as described in this debenture.

Ontario Infrastructure and Lands Corporation

by: \_\_\_\_\_  
Authorized Signing Officer

by: \_\_\_\_\_  
Authorized Signing Officer



## LEGAL OPINION

We have examined the By-law of the Municipality authorizing the issue of serial debentures in the principal amount of \$7,500,000.00 dated November 15, 2019 and maturing on November 15, 2049 in semi-annual instalments of combined equal principal and diminishing interest amounts on the fifteenth day of May and on the fifteenth day of November in each of the years 2020 to 2049, both inclusive, save and except for the last instalment of principal which may vary slightly from the preceding equal instalments as set out in Schedule "C" to the By-law.

In our opinion, the By-law has been properly passed and is within the legal powers of the Municipality. The debenture issued under the By-law in the within form (the "**Debenture**") is the direct, general, unsecured and unsubordinated obligation of the Municipality. The Debenture is enforceable against the Municipality subject to the special jurisdiction and powers of the Local Planning Appeal Tribunal over defaulting municipalities under the *Municipal Affairs Act*. This opinion is subject to and incorporates all the assumptions, qualifications and limitations set out in our opinion letter.

November 15, 2019

Aubry Campbell MacLean [no signature required]

## CONDITIONS OF THE DEBENTURE

### Form, Denomination, and Ranking of the Debenture

1. The debentures issued pursuant to the By-law (collectively the “**Debentures**” and individually a “**Debenture**”) are issuable as fully registered Debentures without coupons.
2. The Debentures are direct, general, unsecured and unsubordinated obligations of the Municipality. The Debentures rank concurrently and equally in respect of payment of principal and interest with all other debentures of the Municipality except for the availability of money in a sinking or retirement fund for a particular issue of debentures.
3. This Debenture is one fully registered Debenture registered in the name of OILC and held by OILC.

### Registration

4. The Municipality shall maintain at its designated office a registry in respect of the Debentures in which shall be recorded the names and the addresses of the registered holders and particulars of the Debentures held by them respectively and in which particulars of cancellations, exchanges, substitutions and transfers of Debentures, may be recorded and the Municipality is authorized to use electronic, magnetic or other media for records of or related to the Debentures or for copies of them.

### Title

5. The Municipality shall not be bound to see to the execution of any trust affecting the ownership of any Debenture or be affected by notice of any equity that may be subsisting in respect thereof. The Municipality shall deem and treat registered holders of Debentures, including this Debenture, as the absolute owners thereof for all purposes whatsoever notwithstanding any notice to the contrary and all payments to or to the order of registered holders shall be valid and effectual to discharge the liability of the Municipality on the Debentures to the extent of the amount or amounts so paid. Where a Debenture is registered in more than one name, the principal of and interest from time to time payable on such Debenture shall be paid to or to the order of all the joint registered holders thereof, failing written instructions to the contrary from all such joint registered holders, and such payment shall constitute a valid discharge to the Municipality. In the case of the death of one or more joint registered holders, despite the foregoing provisions of this section, the principal of and interest on any Debentures registered in their names may be paid to the survivor or survivors of such holders and such payment shall constitute a valid discharge to the Municipality.

## Payments of Principal and Interest

6. The record date for purposes of payment of principal of and interest on the Debentures is as of 5:00 p.m. on the sixteenth calendar day preceding any Payment Date including the maturity date. Principal of and interest on the Debentures are payable by the Municipality to the persons registered as holders in the registry on the relevant record date. The Municipality shall not be required to register any transfer, exchange or substitution of Debentures during the period from any record date to the corresponding Payment Date.
7. The Municipality shall make all payments in respect of semi-annual instalments of combined equal principal and diminishing interest amounts on the Debentures on the Payment Dates commencing on May 15, 2020 and ending on November 15, 2049, as set out in Schedule "C" to the By-law, by pre-authorized debit in respect of such interest and principal to the credit of the registered holder on such terms as the Municipality and the registered holder may agree.
8. The Municipality shall pay to the registered holder interest on any overdue amount of principal or interest in respect of any Debenture, both before and after default and judgment, at a rate per annum equal to the greater of the rate specified on the Schedule as attached to and forming part of the Debenture for such amount plus 200 basis points or Prime Rate (as defined below) plus 200 basis points, calculated on a daily basis from the date such amount becomes overdue for so long as such amount remains overdue and the Municipality shall pay to the registered holder any and all costs incurred by the registered holder as a result of the overdue payment.
9. Whenever it is necessary to compute any amount of interest in respect of the Debentures for a period of less than one full year, other than with respect to regular semi-annual interest payments, such interest shall be calculated on the basis of the actual number of days in the period and a year of 365 days or 366 days as appropriate.
10. Payments in respect of principal of and interest on the Debentures shall be made only on a day, other than Saturday or Sunday, on which banking institutions in Toronto, Ontario, Canada and the Municipality are not authorized or obligated by law or executive order to be closed (a "**Business Day**"), and if any date for payment is not a Business Day, payment shall be made on the next following Business Day as noted on the Amortization Schedule.
11. The Debentures are transferable or exchangeable at the office of the Treasurer of the Municipality upon presentation for such purpose accompanied by an instrument of transfer or exchange in a form approved by the Municipality and which form is in accordance with the prevailing Canadian transfer legislation and practices, executed by the registered holder thereof or such holder's duly authorized attorney or legal personal representative, whereupon and upon registration of such transfer or exchange and cancellation of the Debenture or Debentures presented, a new Debenture or Debentures of an equal aggregate principal amount in any authorized denomination or denominations will be delivered as directed by the transferor, in the case of a transfer or as directed by the registered holder in the case of an exchange.

12. The Municipality shall issue and deliver Debentures in exchange for or in substitution for Debentures outstanding on the registry with the same maturity and of like form in the event of a mutilation, defacement, loss, mysterious or unexplainable disappearance, theft or destruction, provided that the applicant therefor shall have: (a) paid such costs as may have been incurred in connection therewith; (b) (in the case of a mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed Debenture) furnished the Municipality with such evidence (including evidence as to the certificate number of the Debenture in question) and an indemnity in respect thereof satisfactory to the Municipality in its discretion; and (c) surrendered to the Municipality any mutilated or defaced Debentures in respect of which new Debentures are to be issued in substitution.
13. The Debentures issued upon any registration of transfer or exchange or in substitution for any Debentures or part thereof shall carry all the rights to interest if any, accrued and unpaid which were carried by such Debentures or part thereof and shall be so dated and shall bear the same maturity date and, subject to the provisions of the By-law, shall be subject to the same terms and conditions as the Debentures in respect of which the transfer, exchange or substitution is effected.
14. The cost of all transfers and exchanges, including the printing of authorized denominations of the new Debentures, shall be borne by the Municipality. When any of the Debentures are surrendered for transfer or exchange the Treasurer of the Municipality shall: (a) in the case of an exchange, cancel and destroy the Debentures surrendered for exchange; (b) in the case of an exchange, certify the cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debenture or Debentures issued in exchange; and (d) in the case of a transfer, enter in the registry particulars of the registered holder as directed by the transferor.
15. Reasonable fees for the substitution of a new Debenture or new Debentures for any of the Debentures that are mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed and for the replacement of mutilated, defaced, lost, mysteriously or unexplainably missing, stolen or destroyed principal and interest cheques (if any) may be imposed by the Municipality. When new Debentures are issued in substitution in these circumstances the Municipality shall: (a) treat as cancelled and destroyed the Debentures in respect of which new Debentures will be issued in substitution; (b) certify the deemed cancellation and destruction in the registry; (c) enter in the registry particulars of the new Debentures issued in substitution; and (d) make a notation of any indemnities provided.
16. If OILC elects to terminate its obligations under the financing agreement entered into between the Municipality and OILC, pursuant to which the Debentures are issued, the Municipality shall pay to OILC the Make-Whole Amount on account of the losses that it will incur as a result of the early repayment or early termination.



## Notices

17. Except as otherwise expressly provided herein, any notice required to be given to a registered holder of one or more of the Debentures will be sufficiently given if a copy of such notice is mailed or otherwise delivered to the registered address of such registered holder. If the Municipality or any registered holder is required to give any notice in connection with the Debentures on or before any day and that day is not a Business Day (as defined in section 10 of these Conditions) then such notice may be given on the next following Business Day.

## Time

18. Unless otherwise expressly provided herein, any reference herein to a time shall be considered to be a reference to Toronto time.

## Governing Law

19. The Debentures are governed by and shall be construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable in Ontario.

## Definitions:

- (a) "**Prime Rate**" means, on any day, the annual rate of interest which is the arithmetic mean of the prime rates announced from time to time by the following five major Canadian Schedule I banks, as of the issue date of this Debenture: Royal Bank of Canada; Canadian Imperial Bank of Commerce; The Bank of Nova Scotia; Bank of Montreal; and The Toronto-Dominion Bank (the "**Reference Banks**") as their reference rates in effect on such day for Canadian dollar commercial loans made in Canada. If fewer than five of the Reference Banks quote a prime rate on such days, the "**Prime Rate**" shall be the arithmetic mean of the rates quoted by those Reference Banks.
- (b) "**Make-Whole Amount**" means the amount determined by OILC as of the date of prepayment of the Debenture, by which (i) the present value of the remaining future scheduled payments of principal and interest under the Debenture to be repaid from the prepayment date until maturity of the Debenture discounted at the Ontario Yield exceeds (ii) the principal amount under the Debenture being repaid provided that the Make-Whole Amount shall never be less than zero.
- (c) "**Ontario Yield**" means the yield to maturity on the date of prepayment of the Debenture, assuming semi-annual compounding, which a non-prepayable term loan made by the Province of Ontario would have if advanced on the date of prepayment of the Debenture, assuming the same principal amount as the Debenture and with a maturity date which

is the same as the remaining term to maturity of the Debenture to be repaid minus 100 basis points.

Name.....: North Glengarry, The Corporation of The Township o  
Principal: 7,500,000.00  
Rate.....: 02.8400  
Term.....: 360  
Matures...: 11/15/2049

Pay #	Date	Amount Due	Principal Due	Interest Due	Rem. Principal
1	05/15/2020	231,208.22	125,000.00	106,208.22	7,375,000.00
2	11/15/2020	230,585.75	125,000.00	105,585.75	7,250,000.00
3	05/15/2021	227,103.84	125,000.00	102,103.84	7,125,000.00
4	11/15/2021	227,006.58	125,000.00	102,006.58	7,000,000.00
5	05/15/2022	223,583.01	125,000.00	98,583.01	6,875,000.00
6	11/15/2022	223,427.40	125,000.00	98,427.40	6,750,000.00
7	05/15/2023	220,062.19	125,000.00	95,062.19	6,625,000.00
8	11/15/2023	219,848.22	125,000.00	94,848.22	6,500,000.00
9	05/15/2024	217,047.12	125,000.00	92,047.12	6,375,000.00
10	11/15/2024	216,269.04	125,000.00	91,269.04	6,250,000.00
11	05/15/2025	213,020.55	125,000.00	88,020.55	6,125,000.00
12	11/15/2025	212,689.86	125,000.00	87,689.86	6,000,000.00
13	05/15/2026	209,499.73	125,000.00	84,499.73	5,875,000.00
14	11/15/2026	209,110.68	125,000.00	84,110.68	5,750,000.00
15	05/15/2027	205,978.90	125,000.00	80,978.90	5,625,000.00
16	11/15/2027	205,531.51	125,000.00	80,531.51	5,500,000.00
17	05/15/2028	202,886.03	125,000.00	77,886.03	5,375,000.00
18	11/15/2028	201,952.33	125,000.00	76,952.33	5,250,000.00
19	05/15/2029	198,937.26	125,000.00	73,937.26	5,125,000.00
20	11/15/2029	198,373.15	125,000.00	73,373.15	5,000,000.00
21	05/15/2030	195,416.44	125,000.00	70,416.44	4,875,000.00
22	11/15/2030	194,793.97	125,000.00	69,793.97	4,750,000.00
23	05/15/2031	191,895.62	125,000.00	66,895.62	4,625,000.00
24	11/15/2031	191,214.79	125,000.00	66,214.79	4,500,000.00
25	05/15/2032	188,724.93	125,000.00	63,724.93	4,375,000.00
26	11/15/2032	187,635.62	125,000.00	62,635.62	4,250,000.00
27	05/15/2033	184,853.97	125,000.00	59,853.97	4,125,000.00
28	11/15/2033	184,056.44	125,000.00	59,056.44	4,000,000.00
29	05/15/2034	181,333.15	125,000.00	56,333.15	3,875,000.00
30	11/15/2034	180,477.26	125,000.00	55,477.26	3,750,000.00
31	05/15/2035	177,812.33	125,000.00	52,812.33	3,625,000.00
32	11/15/2035	176,898.08	125,000.00	51,898.08	3,500,000.00
33	05/15/2036	174,563.84	125,000.00	49,563.84	3,375,000.00
34	11/15/2036	173,318.90	125,000.00	48,318.90	3,250,000.00
35	05/15/2037	170,770.68	125,000.00	45,770.68	3,125,000.00
36	11/15/2037	169,739.73	125,000.00	44,739.73	3,000,000.00
37	05/15/2038	167,249.86	125,000.00	42,249.86	2,875,000.00
38	11/15/2038	166,160.55	125,000.00	41,160.55	2,750,000.00
39	05/15/2039	163,729.04	125,000.00	38,729.04	2,625,000.00
40	11/15/2039	162,581.37	125,000.00	37,581.37	2,500,000.00
41	05/15/2040	160,402.74	125,000.00	35,402.74	2,375,000.00

42	11/15/2040	159,002.19	125,000.00	34,002.19	2,250,000.00
43	05/15/2041	156,687.40	125,000.00	31,687.40	2,125,000.00
44	11/15/2041	155,423.01	125,000.00	30,423.01	2,000,000.00
45	05/15/2042	153,166.58	125,000.00	28,166.58	1,875,000.00
46	11/15/2042	151,843.84	125,000.00	26,843.84	1,750,000.00
47	05/15/2043	149,645.75	125,000.00	24,645.75	1,625,000.00
48	11/15/2043	148,264.66	125,000.00	23,264.66	1,500,000.00
49	05/15/2044	146,241.64	125,000.00	21,241.64	1,375,000.00
50	11/15/2044	144,685.48	125,000.00	19,685.48	1,250,000.00
51	05/15/2045	142,604.11	125,000.00	17,604.11	1,125,000.00
52	11/15/2045	141,106.30	125,000.00	16,106.30	1,000,000.00
53	05/15/2046	139,083.29	125,000.00	14,083.29	875,000.00
54	11/15/2046	137,527.12	125,000.00	12,527.12	750,000.00
55	05/15/2047	135,562.47	125,000.00	10,562.47	625,000.00
56	11/15/2047	133,947.95	125,000.00	8,947.95	500,000.00
57	05/15/2048	132,080.55	125,000.00	7,080.55	375,000.00
58	11/15/2048	130,368.77	125,000.00	5,368.77	250,000.00
59	05/15/2049	128,520.82	125,000.00	3,520.82	125,000.00
60	11/15/2049	126,789.59	125,000.00	1,789.59	0.00

-----

10,750,302.20 7,500,000.00 3,250,302.20



## CERTIFICATE OF THE CLERK

To:           **Aubry Campbell MacLean**

And To:       **OILC**

IN THE MATTER OF an issue of a 30 year(s), 2.84% serial debenture of The Corporation of The Township of North Glengarry (the "**Municipality**") in the principal amount of \$7,500,000.00 for the capital work(s) of the Municipality in Currency, authorized by Debenture By-law Number 42-2019 (the "**Debenture By-law**");

AND IN THE MATTER OF authorizing by-law(s) of the Municipality enumerated in Schedule "A" to the Debenture By-law.

I, Sarah Huskinson, Clerk of the Municipality, **DO HEREBY CERTIFY THAT:**

1.           The Debenture By-law was finally passed and enacted by the Council of the Municipality on October 28, 2019 in full compliance with the *Municipal Act, 2001*, as amended (the "**Act**") at a duly called meeting at which a quorum was present. Forthwith after the passage of the Debenture By-law, the same was signed by the Mayor and the Clerk and sealed with the municipal seal of the Municipality.
2.           The authorizing by-law(s) referred to in Schedule "A" to the Debenture By-law (the "**Authorizing By-law(s)**") have been enacted and passed by the Council of the Municipality in full compliance with the Act at meeting(s) at which a quorum was present. Forthwith after the passage of the Authorizing By-law(s) the same were signed by the Mayor and by the Clerk and sealed with the municipal seal of the Municipality.
3.           With respect to the undertaking of the capital work(s) described in the Debenture By-law (the "**Capital Work(s)**"), before the Council of the Municipality exercised any of its powers in respect of the Capital Work(s), and before authorizing any additional cost amount and any additional debenture authority in respect thereof (if any), the Council of the Municipality had its Treasurer complete the required calculation set out in the relevant debt and financial obligation limits regulation (the "**Regulation**"). Accordingly, based on the Treasurer's calculation and determination under the Regulation, the Council of the Municipality authorized the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), without the approval of the Local Planning Appeal Tribunal pursuant to the Regulation.
4.           No application has been made or action brought to quash, set aside or declare invalid the Debenture By-law or the Authorizing By-law(s) nor have the same been in any way repealed, altered or amended, except insofar as some of the Authorizing By-law(s) may have been amended by any of the Authorizing By-law(s) set forth in Schedule "A" (if any), and the Debenture By-law and the Authorizing By-law(s) are now in full force and effect.

5. All of the recitals contained in the Debenture By-law and the Authorizing By-law(s) are true in substance and fact.

6. To the extent that the public notice provisions of the Act are applicable, the Authorizing By-law(s) and the Debenture By-law have been enacted and passed by the Council of the Municipality in full compliance with the applicable public notice provisions of the Act.

7. None of the debentures authorized to be issued by the Authorizing By-law(s) have been previously issued.

8. The Municipality is not subject to any restructuring order under part V of the Act or other statutory authority, accordingly, no approval of the Authorizing By-law(s) and of the Debenture By-law and/or of the issue of the OILC Debentures is required by any transition board or commission appointed in respect of the restructuring of the municipality.

9. The Authorizing By-law(s) and the Debenture By-law and the transactions contemplated thereby do not conflict with, or result in a breach or violation of any statutory provisions which apply to the Municipality or any agreement to which the Municipality is a party or under which the Municipality or any of its property is or may be bound, or, to the best of my knowledge, violate any order, award, judgment, determination, writ, injunction or decree applicable to the Municipality of any regulatory, administrative or other government or public body or authority, arbitrator or court.

**DATED** at the Corporation of The Township of North Glengarry as at the 15th day of November, 2019.

[AFFIX SEAL]

\_\_\_\_\_  
Sarah Huskinson, Clerk

**CERTIFICATE OF THE TREASURER**

**To: Aubry Campbell MacLean**

**And To: OILC**

IN THE MATTER OF an issue of a 30 year(s), 2.84% serial debenture of The Corporation of The Township of North Glengarry (the "**Municipality**") in the principal amount of \$7,500,000.00 for Capital Work(s) of the Municipality authorized by Debenture By-law Number 42-2019 (the "**Debenture By-law**");

AND IN THE MATTER OF authorizing by-laws of the Municipality enumerated in Schedule "A" to the Debenture By-law.

This Certificate is issued pursuant to the financing agreement between OILC and the Municipality effective September 17, 2019 (the "**Financing Agreement**"). Capitalized terms used herein and defined in the Financing Agreement have the meanings ascribed to them in the Financing Agreement.

I, Kimberley Champigny, Treasurer of the Municipality, **DO HEREBY CERTIFY THAT:**

1. The Municipality has received from the Ministry of Municipal Affairs and Housing its annual debt and financial obligation limit for the relevant years.
2. With respect to the undertaking of the capital work(s) described in the Debenture By-law (the "**Capital Work(s)**"), before the Council of the Municipality authorized the Capital Work(s), and before authorizing any additional cost amount and any additional debenture authority in respect thereof (if any), the Treasurer calculated the updated relevant debt and financial obligation limit in accordance with the applicable debt and financial obligation limits regulation (the "**Regulation**"). The Treasurer thereafter determined that the estimated annual amount payable in respect of the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), would not cause the Municipality to reach or to exceed the relevant updated debt and financial obligation limit as at the date of the Council's approval. Based on the Treasurer's determination, the Council of the Municipality authorized the Capital Work(s), each such additional cost amount and each such additional debenture authority (if any), without the approval of the Local Planning Appeal Tribunal pursuant to the Regulation.
3. As at the date hereof the Municipality has not reached or exceeded its updated annual debt and financial obligation limit for 2018<sup>1</sup>.

---

<sup>1</sup> Year of the most recent limit (ARL) received from MMA

4. In updating the relevant debt and financial obligation limit(s), the estimated annual amounts payable described in the Regulation were determined based on current interest rates and amortization periods which do not, in any case, exceed the lifetime of any of the purposes of the Municipality described in such section, all in accordance with generally accepted accounting principles for local governments as recommended, from time to time, by the relevant Public Sector Accounting Board.
5. Any issues that were raised in any audit conducted under paragraph 16 (a) of the Financing Agreement have been resolved to the satisfaction of OILC in its sole discretion and/or OILC has not required an audit under paragraph 16 (a) of the Financing Agreement or such audit is not ongoing.
6. The term within which the debentures to be issued for the Municipality in respect of the Capital Work(s) pursuant to the Debenture By-law are made payable does not exceed the lifetime of such Capital Work(s).
7. The principal amount now being financed through the issue of debentures pursuant to the Debenture By-law in respect of the Capital Work(s) does not exceed the net cost of each such Capital Work and does not exceed the Committed Amount for such Capital Work(s).
8. Expenditures on the Capital Work(s) have been made or will be made in an amount that does not exceed the Committed Amount for such Capital Work(s), if OILC, in its sole discretion, has agreed to purchase the debentures to be issued pursuant to the Debenture By-law prior to making any Advance or prior to the expenditure of all or any portion of the Committed Amount on the Capital Work(s).
9. The money received by the Municipality from the sale of the debentures issued pursuant to the Debenture By-law, including any premium, and any earnings derived from the investment of that money after providing for the expenses related to their issue, if any, shall be apportioned and applied to the Capital Work(s), and to no other purpose except as permitted by the *Municipal Act, 2001*.
10. As of the date hereof none of the events specified in paragraph 12(c) of the Financing Agreement have occurred or are continuing.
11. On or before November 15, 2019, I as Treasurer signed the fully registered serial debenture numbered 42-2019 in the principal amount of \$7,500,000.00 dated November 15, 2019, registered in the name of Ontario Infrastructure and Lands Corporation and authorized by the Debenture By-law (the "**OILC Debenture**").
12. On or before November 15, 2019, the OILC Debenture was signed by Jamie MacDonald, Mayor of the Municipality at the date of the execution and issue of the OILC Debenture, the OILC Debenture was sealed with the seal of the Municipality, the OILC Debenture is in all respects in accordance with the Debenture By-law and in issuing the OILC Debenture the Municipality is not exceeding its borrowing powers.
13. The said Jamie MacDonald, is the duly elected Mayor of the Municipality and that I am the duly appointed Treasurer of the Municipality and that we were severally authorized under

the Debenture By-law to execute the OILC Debenture in the manner aforesaid and that the OILC Debenture is entitled to full faith and credence.

14. No litigation or proceedings of any nature are now pending or threatened, attacking or in any way attempting to restrain or enjoin the issue and delivery of the OILC Debenture or in any manner questioning the proceedings and the authority under which the same is issued, or affecting the validity thereof, or contesting the title or official capacity of the said Mayor or myself as Treasurer of the Municipality, and no Mayor or proceedings for the issuance of the OILC Debenture or any part of it has been repealed, revoked or rescinded in whole or in part.

15. The representations and warranties of the Municipality set out in paragraph 2 of the Financing Agreement were true and correct as of the date of the request to purchase the debentures in respect of the Capital Work(s) pursuant to the Debenture By-law and are true and correct as of the date hereof and the Municipality is not in material default of any of its obligations under such Financing Agreement.

**DATED** at the Corporation of The Township of North Glengarry as at the 15th day of November, 2019.

[AFFIX SEAL]

\_\_\_\_\_  
Kimberley Champigny, Treasurer

I, Sarah Huskinson, Clerk of the Municipality do hereby certify that the signature of Kimberley Champigny, Treasurer of the Municipality described above, is true and genuine.

[AFFIX SEAL]

\_\_\_\_\_  
Sarah Huskinson, Clerk



**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 28, 2019

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

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

THAT the Council of the Township of North Glengarry receives Staff Report No. BP-2019-31 – Housekeeping By-law (Agricultural Re-zonings) to direct Staff to update the planning process for AG-PA and AG-PR zoning amendments.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

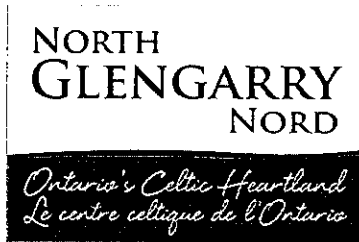
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 6 Item e**



**STAFF REPORT TO COMMITTEE OF THE WHOLE**

**Report No: BP-2019-31**

**October 28, 2019**

**From:** Kasia Olszewska, Planner

**RE:** Housekeeping By-law (Agricultural Re-zonings)

---

**Recommended Motion:**

THAT the Council of the Township of North Glengarry receives Staff Report No. BP-2019-31 – Housekeeping By-law (Agricultural Re-zonings) to direct Staff to update the planning process for AG-PA and AG-PR zoning amendments.

**Background / Analysis:**

The Planning Department is presenting the Committee of the Whole with a process change for repetitive zoning by-law amendments that are required by the SDG Official Plan (Section 8.12.13.3(7)), as part of the conditions of a severance application, this occurs to prohibit residential uses on a portion of the lands (AG-PR) and prohibit agricultural uses on the other portion of the lands (AG-PA).

Annually, the Township receives about six (6) of these types of amendments. The type of amendment is nearly the same, except for the location of the subject lands, which varies with each application. Due to the highly repetitive nature of this type of amendment, many municipalities such as the Township of North Dundas, use a simplified, more time efficient process to pass the zoning amendments. The Township of North Dundas uses an annual housekeeping by-law to address the repetitive agricultural rezoning at one annual public and planning meeting. The attached documents are provided as a reference example. Other municipalities that have adopted a simplified process for these types of amendments include the Township of Southwold and the Township of North Huron.

The process change has been fully discussed and is supported by the Township Chief Administrative Officer, Chief Building Official, and the SDG County Acting Planner. It also complies with all applicable planning legislation including the Planning Act, the Provincial Policy Statement (2014), and the SDG Official Plan.

The process change will include the statutory Public Meeting of Planning, and the Planning Committee meeting for approval of the housekeeping by-law. The main difference is that these types of applications will be grouped together and presented on an annual basis.

Given the process will be time saving in terms of the number of hours required by Staff to work through the simplified process, it is recommended to decrease the applicant fee for AG-PA and AG-PA zoning amendments, from the standard fee of \$1,500 for a zoning amendment to \$1,000. North Dundas, as an example has a fee that is much lower for this type of amendment, at \$300.

**Alternatives:**

None.

**Financial Implications:**

No financial implications to the Township.

**Attachments & Relevant Legislation:**

Housekeeping By-law Information Package (example from North Dundas)

**Others consulted:**

Sarah Huskinson, CAO

Jacob Rheaume, CBO

Paul Hicks, Acting Planner, SDG County

Signed by Sarah Huskinson – CAO/Clerk

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 28, 2019

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

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

**THAT** the Council of the Township of North Glengarry receives Staff Report No. BP-2019-34 for the formal request that ROGERS COMMUNICATIONS INC. proposal be considered complete and that the Township of North Glengarry approves the assessment of the process Rogers has undertaken to date for the construction of three wireless towers in North Glengarry to improve cellular call quality and wireless data transfer speeds.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

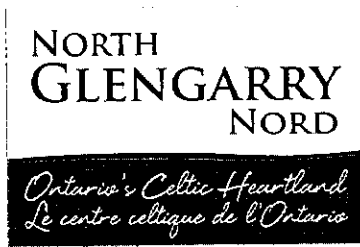
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 6 Item f**



**ROGERS COMMUNICATIONS**  
**Report No: BP-2019-34**

**October 28, 2019**

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

**RE:** Rogers Communications – Wireless Towers

---

**Recommended Motion:**

**THAT** the Council of the Township of North Glengarry receives Staff Report No. BP-2019-34 for the formal request that ROGERS COMMUNICATIONS INC. proposal be considered complete and that the Township of North Glengarry approves the assessment of the process Rogers has undertaken to date for the construction of three wireless towers in North Glengarry to improve cellular call quality and wireless data transfer speeds.

**Background / Analysis:**

Rogers is proposing to erect three wireless towers in North Glengarry to improve cellular call quality and wireless data transfer speeds in the areas of Glen Robertson, Greenfield and Maxville, as well as along the railway corridor.

Rogers is regulated and licensed by Industry Canada to provide inter-provincial wireless voice and data services. As a federal undertaking, Rogers is required by Industry Canada to consult with land-use authorities in siting tower locations. The consultation process established under Industry Canada's authority is intended to allow the local land-use authorities the opportunity to address land-use concerns while respecting the federal government's exclusive jurisdiction in the siting and operation of wireless and data systems.

The provisions of the Ontario Building Code, the Ontario Planning Act and other municipal by-laws and regulations do not apply to federal undertakings. Rogers is however required to follow established and documented wireless protocols or processes set forth by land-use authorities.

The Township of North Glengarry has not developed a protocol relevant for establishing telecommunication facilities in the Township, so Rogers has followed Innovation, Science and Economic Development Canada's (formerly Industry Canada) default protocol as it pertains to the Public Notification and Consultation required.



Rogers provided the attached Public Notification Package to the property owners within the required radius of the proposed installations as provided by the Township. These notices were issued by regular mail on September 19th, 2019. The notice described the proposal and invited comments by mail, electronic mail, or phone by the close of business on October 23rd, 2019.

An ad was also published in the Glengarry News community newspaper which ran on September 18th, 2019, notifying the public of the proposal and inviting residents to provide comments within 30 days of the notice.

Rogers has followed all the necessary steps in accordance with ISED's guidelines by:

- consulting with the municipality;
- advising the public of our proposal;
- addressing all reasonable and relevant concerns pertaining to our proposal; and
- keeping and producing all associated communications to Industry Canada and the municipality.

Rogers takes concerns or suggestions expressed by the public as important elements to their proposals. They feel that the proposed sites are well located to provide improved wireless voice and data services in the targeted area. The proposed sites are also situated and designed to have minimal impact on surrounding land uses.

The three towers would be located as followed;

1. C8184 Glen Robertson (75m self-support tower)  
- to be located at 21525 County Road 10, Glen Robertson, Ontario
2. C8185 Greenfield (100m guyed tower)  
- to be located at 19319 Kenyon Concession 5 Road, Greenfield, Ontario
3. C8186 Maxville (75m self-support tower)  
- to be located on County Road 22, Maxville, Ontario

During the 30-day comment period, Rogers received no comments via email or regular mail regarding the proposed tower installation in Glen Robertson. Rogers received one phone call, from a resident, in support of the tower and requesting information about its completion date.

During the 30-day comment period, Rogers received no comments via phone, email or regular mail regarding the proposed tower installation in Greenfield.

During the 30-day comment period, Rogers received one email comment regarding the proposed tower installation from a resident of the Township. The resident had concerns about the tower being erected approximately 5km from his airstrip. Rogers indicated that they had consulted with a closer airstrip and were advised that it is best to site new towers near existing towers, which is what Rogers has done. Rogers also assured the resident that they had notified Transport Canada and NAV Canada of the proposed tower and attested to the fact that the tower installation would follow all the TC and NAV Canada requirements. Rogers was also contacted by John Ainsworth of Air Navigation Data on the resident's behalf. After reviewing the details of the proposed installation, Mr. Ainsworth concluded that the tower would not interfere with the airstrip approach.

Rogers has now fulfilled all the requirements under ISED's protocol as they pertain to all three proposed new telecommunications sites. In order to conclude this land-use consultation and meet Industry Canada's requirements, Rogers Communications Inc. are requesting that their proposal be considered complete and that the Township of North Glengarry move forward with the assessment of the process Rogers has undertaken to date.

Rogers also requests that the Township issue a formal Letter of Concurrence to Rogers with a copy to ISED in order to permit Rogers to move forward with the installation of the proposed wireless communication site.

**Alternatives:**

No alternatives.

**Financial Implications:**

No financial implications.

**Attachments & Relevant Legislation:**

- C8184 (Glen Robertson) "Proposed Site Public Consultation Package"
- C8185 (Greenfield) "Proposed Site Public Consultation Package"
- C8186 (Maxville) "Proposed Site Public Consultation Package"
- C8184 (Glen Robertson) "Consultation Summary and Letter request"
- C8185 (Greenfield) "Consultation Summary and Letter request"
- C8186 (Maxville) "Consultation Summary and Letter request"

**Others consulted:**

N/A

Signed by Sarah Huskinson – CAO/Clerk



Rogers Communications Inc.  
8200 Dixie Rd.  
Brampton, ON  
L6T 0C1

September 19, 2019

To Whom It May Concern:

**Re: Rogers Site C8185 Greenfield  
PIN: 671050137  
PT LT 18 CON 4 KENYON AS IN AR142704; NORTH GLENGARRY**

Like many areas of the province, your community is experiencing a growing demand for wireless services. As people rely more on wireless devices such as smartphones, tablets and laptops for business and personal use, network improvements are required to ensure high quality voice and data services are available. In response to this growing demand for wireless services, Rogers Communications Inc. (Rogers) has been working to find a suitable location for a new telecommunications structure in efforts to provide improved coverage in the North Glengarry area.

The site location proposed is at 19319 Kenyon Concession 5 Road, Greenfield. The location will provide much relied upon communication services in the area such as EMS Response, Police and Fire, and will also improve wireless signal quality for the local residents, those traveling along the major roads, as well provide local subscribers with Rogers' 3.5G wireless network coverage and capacity for products and services such as iPhones, Smartphones, Tablets and wireless internet through the Rogers Rocket Stick technology in the surrounding area.

As part of the public consultation process, you are invited to comment in writing about the proposed Rogers site before October 23, 2019. Since the Township of North Glengarry does not have its own protocol relevant to wireless communications site placement, Rogers will be following ISED's (formerly Industry Canada) default protocol which requires that all residents and businesses within 300m of the leased property area will receive this notification package (the height of the proposed site is 100m).

This package contains detailed information about the proposed structure, the consultation and approval process, as well as contact information available to you during the consultation process.

Rogers is committed to working with your community to integrate the proposed telecommunications facility to continue providing dependable and reliable wireless service. Your questions and comments are an important part of the consultation process.

Please know you may provide your comments by contacting a Rogers representative. All written comments are to be directed to:

**Rogers Communications Inc.**  
Daryl Rancourt, Wireless Site Specialist  
Eric Belchamber & Associates  
666 Kirkwood Ave., Suite B100, Ottawa, ON, K1Z 5X9  
Telephone: (613) 983-6456

Included on the following page is a comment form, for you to provide your comments pertaining to the proposal.

Thank you,  
Rogers Communications Inc.



**Public Consultation for Proposed Wireless Structure**

Location: PT LT 18 CON 4 KENYON AS IN AR142704; NORTH GLENGARRY

Rogers Site: C8185 Greenfield

Please submit your comments by **October 23, 2019** to:

**Rogers Communications Inc.**  
ATTN: Daryl Rancourt, Wireless Site Specialist  
666 Kirkwood Ave., Suite B100, Ottawa, ON K1Z 5X9  
E-mail: [drancourt@rogers.com](mailto:drancourt@rogers.com)

**COMMENTS**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Please provide your comments, suggestions or requests for additional information about the proposed wireless structure below:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Thank you for your comments. Your feedback is appreciated.*







## Notice of Proposed Wireless Site: C8185 Greenfield

### Facility Proposal:

#### *Location and Site Context*

Rogers Communications Inc. (Rogers) is proposing a new 100m guyed tower telecommunications facility and an ancillary equipment structure surrounded by chainlink fencing, to be located at 19319 Kenyon Concession 5 Road, Greenfield.

The coordinates for this facility are:

Latitude (NAD83) N 45°18'19.7"

Longitude (NAD 83) W 74°44'10.8"

#### *Proposed Facility Map*

Due to increased demand for improved wireless service, it is necessary to improve wireless coverage across the community. The site selected, shown on the below map, fits the necessary criteria to maximize and improve network coverage for wireless users in the Greenfield area.







### ***Site Selection and Co-Location***

Many factors are considered in selecting an appropriate site, such as the level of use of wireless service in the area, local terrain, interaction with existing radio base stations, and line-of-sight requirements for high-quality communications. Each site that is investigated is subject to a comprehensive review process by radio frequency, transmission and civil engineering groups for it to be qualified as an optimal site for the community.

Before proposing a new antenna-supporting structure, Rogers first explores the following options, which are required by Innovation, Science and Economic Development (ISED) Canada:

- consider sharing an existing antenna system, modifying or replacing the structure if necessary;
- locate, analyze and attempt to use any feasible existing infrastructure such as rooftops, water towers or other tall infrastructure

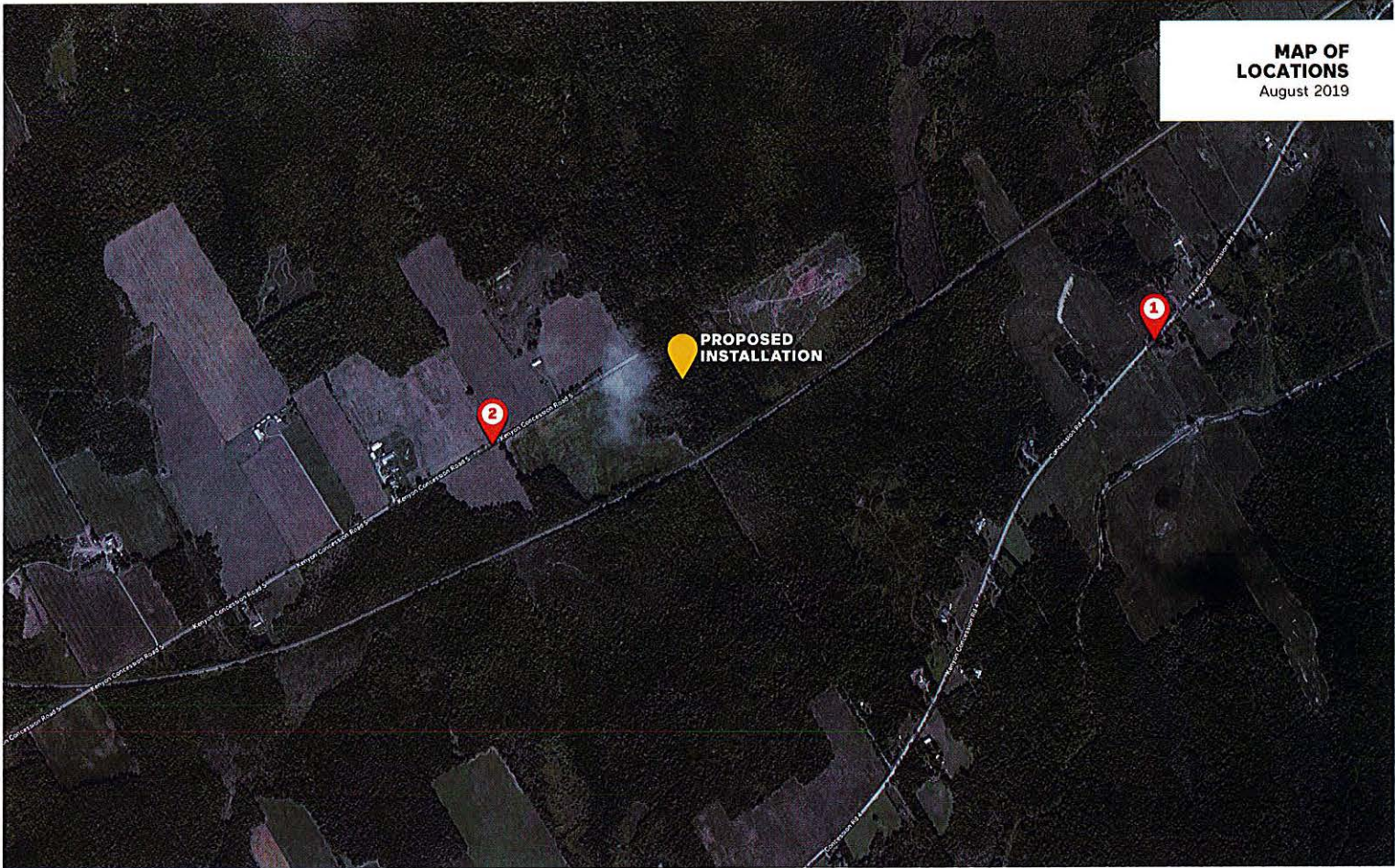
During the site selection process for this proposed, Rogers determined that no other existing infrastructure opportunity was available in our target area that was suitable for our network. The nearest site that was evaluated was an existing 79m guyed tower located approximately 85.7km east of the proposed site. However, the site is located too far from our target area, therefore, is not sufficient for our coverage. Unfortunately, there are no other closer structures available near the area requiring coverage that offers the necessary height. Thus, the proposed location is a suitable available property that will allow Rogers to provide improved coverage for the community and the traveling public.

In consideration of Rogers' technical requirements, the setting of the subject lands makes the proposed location ideal for our site. The proposed site is within the search radius which will result in optimal coverage. The site is set toward the east of the property, at the end of a dead-end road, over 2.3km from Greenfield Road, so as to minimize the visibility of the compound from the road. The tower footprint will be using only a small fraction of a large wooded lot. The access road is also being built over top of an existing road so it will not disturb the land-owner's operations or affect traffic flow.

The design proposed is a 100m guyed tower which will have ample space to provide for future co-location opportunities, as well as assist in minimizing tower proliferation in the Greenfield area. Rogers welcomes future site sharing opportunities on this proposed location, as per Innovation, Science and Economic Development Canada's guidelines. At the time of this notification, Rogers anticipates having space available for future sharing proponents. Rogers will respond to a request to share in a timely fashion and will negotiate in good faith to facilitate sharing where feasible following standard co-location procedures.

A copy of Rogers' surveyed site plan has been attached for your reference and information. Please also refer to page 6, 7 and 8 for a photo simulation of the site proposed. The viewscape simulations simulate the view of the proposed installation from major visible intersections. The process of simulating the proposed facility into the existing conditions of the viewscape was done by superimposing an image of the proposed structure on the photographs taken for those viewscape.





**MAP OF LOCATIONS**  
August 2019

**PROPOSED INSTALLATION**

**2**

**1**

**C8185 GREENFIELD**

Photo Simulations

**ROGERS™**

**ROGERS™**

Simulations by **Futil**. [www.futildesign.com](http://www.futildesign.com)





**SIMULATION 1**  
August 2019

PROPOSED  
INSTALLATION

**ROGERS™**

**C8185 GREENFIELD**  
APPROXIMATE DISTANCE BETWEEN THE PROPOSED INSTALLATION AND THE VIEWPOINT : 1140 METRES

\* This illustration is a visual simulation. The end result, upon construction of this telecommunications tower, could differ from the illustration.

**ROGERS™**

Simulations by **Futill**. [www.futilldesign.com](http://www.futilldesign.com)





**SIMULATION 2**  
August 2019

PROPOSED  
INSTALLATION

**ROGERS**<sup>TM</sup>

**C8185 GREENFIELD**

APPROXIMATE DISTANCE BETWEEN THE PROPOSED INSTALLATION AND THE VIEWPOINT : 495 METRES

\* This illustration is a visual simulation. The end result, upon construction of this telecommunications tower, could differ from the illustration.

**ROGERS**<sup>TM</sup>  
Simulations by **Futtl**. [www.futtl.com](http://www.futtl.com)





### ***Construction and Maintenance***

Construction of the proposed facility will take approximately 30 to 45 days. The facility will remain unoccupied, and the only traffic generated at this site after construction will be for routine monthly maintenance visits.

Rogers attests that the radio antenna system as proposed for this location will be constructed in compliance with the National Building Code and The Canadian Standard Association and comply with good engineering practices including structural adequacy.

### ***Aeronautical Approvals***

Aerodrome safety is under the exclusive jurisdiction of NAV Canada and Transport Canada. An important obligation of Rogers' installations is to comply with Transport Canada / NAV CANADA aeronautical safety requirements. Transport Canada perform an assessment of the proposal with respect to the potential hazard to air navigation and notify Rogers of any painting and/or lighting requirements for the antenna system. Rogers has submitted the appropriate applications and does not expect this tower to require lighting or marking.

Rogers Communications Inc. attests that the radio antenna system described in this notification package will comply with Transport Canada / NAV Canada aeronautical safety requirements. For additional detailed information, please consult Transport Canada<sup>1</sup>.

### ***Environmental Health Standards/Safety Code 6 Guidelines***

ISED requires that the installation and modification of antenna systems be done in a manner that complies with appropriate environmental legislation. This includes the Canadian Environmental Assessment Act (CEAA)<sup>2</sup> and local environmental assessment requirements where required by the CEAA.

Rogers attests that the radio antenna system described in this notification does not qualify as a Designated Project under the Canadian Environmental Assessment Act and is excluded from environmental assessment under the Canadian Environmental Assessment Act.

ISED also manages the radio communications spectrum in Canada and requires that all cellular telecommunications facilities comply with guidelines established by Health Canada in order to protect people who live or work near these facilities.

These Health Canada safety guidelines are outlined in their 'Safety Code 6' document and are among the most stringent in the world. All Rogers' facilities meet or exceed these standards. Rogers attests that the radio installation described in this notification package, will be installed and operated on an ongoing basis so as to comply with Health Canada's Safety Code 6, as may be amended from time to time, for the protection of the general public including any combined effects of nearby installations within the local radio environment.

---

<sup>1</sup> <http://www.tc.gc.ca/eng/civilaviation/regserv/cars/part6-standards-standard621-3808.htm>

<sup>2</sup> <http://laws-lois.justice.gc.ca/eng/acts/C-15.21/>



### **Public Consultation**

ISED has developed a protocol for establishing telecommunication facilities. The protocol outlines the land use consultation process relevant to evaluating wireless communication installation proposals (<http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08777.html#sec4.2>). In accordance with ISED's Policy, proponents must provide a notification package to the local public (including nearby residences, community gathering areas, public institutions, schools, etc.), neighbouring land-use authorities, businesses, and property owners, etc. located within a radius of 300m from subject property. A notice is also being provided to the Township Council and Director of Planning.

Rogers Communications Inc. is committed to effective public consultation. The public is invited to provide comments to Rogers about this proposal by mail, electronic mail, or phone.

Innovation, Science and Economic Development Canada's policy contains requirements for timely response to all questions, comments or concerns. Rogers will acknowledge receipt of all communication within **14 days** and will provide a formal response to the Township and those members of the public who communicate to Rogers, within **60 days**. The members of the public who communicated with Rogers will then have **21 days** to review and reply to Rogers a final response. Rogers will keep record of all correspondence during the consultation process, which will be included in the summary report to the Township of North Glengarry and the regional Innovation, Science and Economic Development Canada office.

Rogers is requesting any written public comments be returned within 30 days of receipt of this package. Upon receiving any comments from the public, Rogers will respond accordingly. At the close of the public consultation process, a summary of comments received and their corresponding responses will be provided to the Township of North Glengarry and Innovation, Science and Economic Development Canada. Subsequently, a formal package requesting concurrence will also be provided to the Township.

Residents may contact our office and discuss the proposed facility:

#### **Rogers Communications Inc.**

Daryl Rancourt, Wireless Site Specialist  
Eric Belchamber & Associates  
666 Kirkwood Ave., Suite B100, Ottawa, ON, K1Z 5X9  
Phone: (613) 983-6456  
E-mail: [drancourt@rogers.com](mailto:drancourt@rogers.com)

Residents may contact the Township's office and discuss the proposed facility:

Jacob Rhéaume  
Director of Building, By-law & Planning/CBO  
Township of North Glengarry  
90 Main St. South  
Alexandria, ON, K0C 1A0  
Phone: (613) 525-1116  
Email:





For more information on ISED's public consultation guidelines including CPC-2-0-03, Issue 5<sup>3</sup>, Spectrum Management and Telecommunications you may contact your local Innovation, Science and Economic Development Canada Office at the address noted on the following page.

**Innovation, Science and Economic Development Canada  
Spectrum Management**

Eastern Ontario District Office

2 Queen Street East, Sault Ste. Marie, ON, P6A 1Y3

Telephone: 1-855-465-6307

Fax: 705-941-4607

Email: [spectrum.ottawa@ic.gc.ca](mailto:spectrum.ottawa@ic.gc.ca)

Web: [http://www.ic.gc.ca/eic/site/smt-gst.nsf/fra/h\\_sf01702.html](http://www.ic.gc.ca/eic/site/smt-gst.nsf/fra/h_sf01702.html)

General information relating to antenna systems is available on ISED's Spectrum Management and Telecommunications website<sup>4</sup>. Other resources relevant to regulations and adherence obligations can also be found on provided Government of Canada websites<sup>5</sup>.

### **Conclusion**

Access to reliable wireless communications services is of great importance to residents' and travelers' safety and well-being in today's society. Wireless technology has fast become the preferred method of conducting business and personal communications among a large part of the population.

The trend of future telecom is to become truly "wireless", that is the delivery of the voice and data communications via conventional telephone lines, such as telephone poles along streets and roads, will be virtually obsolete. The current wireless infrastructure will be able to meet this trend and still provide a reliable system. Reliable wireless communication services are a key element of economic development across Canada. It facilitates the growth of local economies by providing easy access to information, and connectivity for residents and business alike. The infrastructure proposed is suitable for the development over the long term and protects public health and safety, and is a powerful economic enabler that promotes home occupations, teleworking, telecommuting and improved community networking.

In addition to meeting consumer needs, technological upgrades are also critical to ensuring the accessibility of emergency services such as fire, police and ambulance. Wireless communications products and services, used daily by police, EMS, firefighters and other first responders, are an integral part of Canada's safety infrastructure.

---

<sup>3</sup> [http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/h\\_sf06136.html](http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/h_sf06136.html)

<sup>4</sup> <http://strategis.ic.gc.ca/antenna>

<sup>5</sup> <http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08792.html>

<https://www.canada.ca/en/health-canada/services/environmental-workplace-health/reports-publications/radiation/safety-code-6-health-canada-radiofrequency-exposure-guidelines-environmental-workplace-health-health-canada.html>

<http://cwta.ca/home/>



The proposed site location is well located to provide improved wireless voice and data services in the targeted area in North Glengarry and the traveling public.

Rogers looks forward to working with the Township of North Glengarry in providing improved wireless services to the community.

Sincerely,

Daryl Rancourt

Wireless Site Specialist  
Eric Belchamber & Associates  
666 Kirkwood Ave., Suite B100  
Ottawa, ON, K1Z 5X9



Rogers Communications Inc.  
8200 Dixie Rd.  
Brampton, ON  
L6T 0C1

September 19, 2019

To Whom It May Concern:

**Re: Rogers Site C8184 Glen Roberston  
PIN: 671520063  
PT LT 14-15 CON 2 LOCHIEL AS IN AR128772 LYING N OF PT 1 14R4683; NORTH GLENGARRY**

Like many areas of the province, your community is experiencing a growing demand for wireless services. As people rely more on wireless devices such as smartphones, tablets and laptops for business and personal use, network improvements are required to ensure high quality voice and data services are available. In response to this growing demand for wireless services, Rogers Communications Inc. (Rogers) has been working to find a suitable location for a new telecommunications structure in efforts to provide improved coverage in the North Glengarry area.

The site location proposed is at 21525 Chemin Compté 10, Glen Robertson. The location will provide much relied upon communication services in the area such as EMS Response, Police and Fire, and will also improve wireless signal quality for the local residents, those traveling along the major roads, as well provide local subscribers with Rogers' 3.5G wireless network coverage and capacity for products and services such as iPhones, Smartphones, Tablets and wireless internet through the Rogers Rocket Stick technology in the surrounding area.

As part of the public consultation process, you are invited to comment in writing about the proposed Rogers site before October 23, 2019. Since the Township of North Glengarry does not have its own protocol relevant to wireless communications site placement, Rogers will be following ISED's (formerly Industry Canada) default protocol which requires that all residents and businesses within 225m of the leased property area will receive this notification package (the height of the proposed site is 75m).

This package contains detailed information about the proposed structure, the consultation and approval process, as well as contact information available to you during the consultation process.

Rogers is committed to working with your community to integrate the proposed telecommunications facility to continue providing dependable and reliable wireless service. Your questions and comments are an important part of the consultation process.

Please know you may provide your comments by contacting a Rogers representative. All written comments are to be directed to:

**Rogers Communications Inc.**  
Daryl Rancourt, Wireless Site Specialist  
Eric Belchamber & Associates  
666 Kirkwood Ave., Suite B100, Ottawa, ON, K1Z 5X9  
Telephone: (613) 983-6456

Included on the following page is a comment form, for you to provide your comments pertaining to the proposal.

Thank you,  
Rogers Communications Inc.



**Public Consultation for Proposed Wireless Structure**

Location: PT LT 14-15 CON 2 LOCHIEL AS IN AR128772 LYING N OF PT 1 14R4683; NORTH GLENGARRY

Rogers Site: C8184 Glen Robertson

Please submit your comments by **October 23, 2019** to:

**Rogers Communications Inc.**  
ATTN: Daryl Rancourt, Wireless Site Specialist  
666 Kirkwood Ave., Suite B100, Ottawa, ON K1Z 5X9  
E-mail: [drancourt@rogers.com](mailto:drancourt@rogers.com)

**COMMENTS**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Please provide your comments, suggestions or requests for additional information about the proposed wireless structure below:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Thank you for your comments. Your feedback is appreciated.*









## Notice of Proposed Wireless Site: C8184 Glen Robertson

### Facility Proposal:

#### *Location and Site Context*

Rogers Communications Inc. (Rogers) is proposing a new 75m self-support tower telecommunications facility and an ancillary equipment structure surrounded by chainlink fencing, to be located at 21525 Chemin Compté 10, Glen Robertson.

The coordinates for this facility are:

Latitude (NAD83) N 45°20'56.4"

Longitude (NAD 83) W 74°32'22.0"

#### *Proposed Facility Map*

Due to increased demand for improved wireless service, it is necessary to improve wireless coverage across the community. The site selected, shown on the below map, fits the necessary criteria to maximize and improve network coverage for wireless users in the Glen Robertson area.







### ***Site Selection and Co-Location***

Many factors are considered in selecting an appropriate site, such as the level of use of wireless service in the area, local terrain, interaction with existing radio base stations, and line-of-sight requirements for high-quality communications. Each site that is investigated is subject to a comprehensive review process by radio frequency, transmission and civil engineering groups for it to be qualified as an optimal site for the community.

Before proposing a new antenna-supporting structure, Rogers first explores the following options, which are required by Innovation, Science and Economic Development (ISED) Canada:

- consider sharing an existing antenna system, modifying or replacing the structure if necessary;
- locate, analyze and attempt to use any feasible existing infrastructure such as rooftops, water towers or other tall infrastructure

During the site selection process for this proposed, Rogers determined that no other existing infrastructure opportunity was available in our target area that was suitable for our network. The nearest site that was evaluated was an existing 24m rooftop located approximately 8.5km west of the proposed site. However, the site is located too far from our target area, therefore, is not sufficient for our coverage. Unfortunately, there are no other structures available near the area requiring coverage that offers the necessary height. Thus, the proposed location is a suitable available property that will allow Rogers to provide improved coverage for the community and the traveling public.

In consideration of Rogers' technical requirements, the setting of the subject lands makes the proposed location ideal for our site. The proposed site is within the search radius which will result in optimal coverage. The site is set toward the center of the property, over 230m from Chemin Compté 10, so as to minimize the visibility of the compound from the road. The tower footprint will be using only a small fraction of the large agricultural lot. The access road is also being built over top of an existing road so it will not disturb the land-owner's agricultural operations or affect traffic flow.

The design proposed is a 75m self-support tower which will have ample space to provide for future co-location opportunities, as well as assist in minimizing tower proliferation in the Glen Robertson area. Rogers welcomes future site sharing opportunities on this proposed location, as per Innovation, Science and Economic Development Canada's guidelines. At the time of this notification, Rogers anticipates having space available for future sharing proponents. Rogers will respond to a request to share in a timely fashion and will negotiate in good faith to facilitate sharing where feasible following standard co-location procedures.

A copy of Rogers' surveyed site plan has been attached for your reference and information. Please also refer to page 6, 7 and 8 for a photo simulation of the site proposed. The viewscape simulations simulate the view of the proposed installation from major visible intersections. The process of simulating the proposed facility into the existing conditions of the viewscape was done by superimposing an image of the proposed structure on the photographs taken for those viewscape.



### ***Construction and Maintenance***

Construction of the proposed facility will take approximately 30 to 45 days. The facility will remain unoccupied, and the only traffic generated at this site after construction will be for routine monthly maintenance visits.

Rogers attests that the radio antenna system as proposed for this location will be constructed in compliance with the National Building Code and The Canadian Standard Association and comply with good engineering practices including structural adequacy.

### ***Aeronautical Approvals***

Aerodrome safety is under the exclusive jurisdiction of NAV Canada and Transport Canada. An important obligation of Rogers' installations is to comply with Transport Canada / NAV CANADA aeronautical safety requirements. Transport Canada perform an assessment of the proposal with respect to the potential hazard to air navigation and notify Rogers of any painting and/or lighting requirements for the antenna system. Rogers has submitted the appropriate applications.

Rogers Communications Inc. attests that the radio antenna system described in this notification package will comply with Transport Canada / NAV Canada aeronautical safety requirements. For additional detailed information, please consult Transport Canada<sup>1</sup>.

### ***Environmental Health Standards/Safety Code 6 Guidelines***

ISED requires that the installation and modification of antenna systems be done in a manner that complies with appropriate environmental legislation. This includes the Canadian Environmental Assessment Act (CEAA)<sup>2</sup> and local environmental assessment requirements where required by the CEAA.

Rogers attests that the radio antenna system described in this notification does not qualify as a Designated Project under the Canadian Environmental Assessment Act and is excluded from environmental assessment under the Canadian Environmental Assessment Act.

ISED also manages the radio communications spectrum in Canada and requires that all cellular telecommunications facilities comply with guidelines established by Health Canada in order to protect people who live or work near these facilities.

---

<sup>1</sup> <http://www.tc.gc.ca/eng/civilaviation/regserv/cars/part6-standards-standard621-3808.htm>

<sup>2</sup> <http://laws-lois.justice.gc.ca/eng/acts/C-15.21/>





These Health Canada safety guidelines are outlined in their 'Safety Code 6' document and are among the most stringent in the world. All Rogers' facilities meet or exceed these standards. Rogers attests that the radio installation described in this notification package, will be installed and operated on an ongoing basis so as to comply with Health Canada's Safety Code 6, as may be amended from time to time, for the protection of the general public including any combined effects of nearby installations within the local radio environment.

### ***Public Consultation***

ISED has developed a protocol for establishing telecommunication facilities. The protocol outlines the land use consultation process relevant to evaluating wireless communication installation proposals (<http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08777.html#sec4.2>). In accordance with ISED's Policy, proponents must provide a notification package to the local public (including nearby residences, community gathering areas, public institutions, schools, etc.), neighbouring land-use authorities, businesses, and property owners, etc. located within a radius of 225m from subject property. A notice is also being provided to the Township Council and Director of Planning.

Rogers Communications Inc. is committed to effective public consultation. The public is invited to provide comments to Rogers about this proposal by mail, electronic mail, or phone.

Innovation, Science and Economic Development Canada's policy contains requirements for timely response to all questions, comments or concerns. Rogers will acknowledge receipt of all communication within **14 days** and will provide a formal response to the Township and those members of the public who communicate to Rogers, within **60 days**. The members of the public who communicated with Rogers will then have **21 days** to review and reply to Rogers a final response. Rogers will keep record of all correspondence during the consultation process, which will be included in the summary report to the Township of North Glengarry and the regional Innovation, Science and Economic Development Canada office.

Rogers is requesting any written public comments be returned within 30 days of receipt of this package. Upon receiving any comments from the public, Rogers will respond accordingly. At the close of the public consultation process, a summary of comments received and their corresponding responses will be provided to the Township of North Glengarry and Innovation, Science and Economic Development Canada. Subsequently, a formal package requesting concurrence will also be provided to the Township.

Residents may contact our office and discuss the proposed facility:

**Rogers Communications Inc.**  
Daryl Rancourt, Wireless Site Specialist  
Eric Belchamber & Associates  
666 Kirkwood Ave., Suite B100, Ottawa, ON, K1Z 5X9  
E-mail: [drancourt@rogers.com](mailto:drancourt@rogers.com)

Residents may contact the Township's office and discuss the proposed facility:

Jacob Rhéaume  
Director of Building, By-law & Planning/CBO  
Township of North Glengarry  
90 Main St. South



Alexandria, ON, K0C 1A0  
P: (613) 525-1116

For more information on ISED's public consultation guidelines including CPC-2-0-03, Issue 5<sup>3</sup>, Spectrum Management and Telecommunications you may contact your local Innovation, Science and Economic Development Canada Office at the address noted on the following page.

**Innovation, Science and Economic Development Canada  
Spectrum Management**

Eastern Ontario District Office  
2 Queen Street East, Sault Ste. Marie, ON, P6A 1Y3  
Telephone: 1-855-465-6307  
Fax: 705-941-4607

Email: [spectrum.ottawa@ic.gc.ca](mailto:spectrum.ottawa@ic.gc.ca) Web: [http://www.ic.gc.ca/eic/site/smt-gst.nsf/fra/h\\_sf01702.html](http://www.ic.gc.ca/eic/site/smt-gst.nsf/fra/h_sf01702.html)

General information relating to antenna systems is available on ISED's Spectrum Management and Telecommunications website<sup>4</sup>. Other resources relevant to regulations and adherence obligations can also be found on provided Government of Canada websites<sup>5</sup>.

**Conclusion**

Access to reliable wireless communications services is of great importance to residents' and travelers' safety and well-being in today's society. Wireless technology has fast become the preferred method of conducting business and personal communications among a large part of the population.

The trend of future telecom is to become truly "wireless", that is the delivery of the voice and data communications via conventional telephone lines, such as telephone poles along streets and roads, will be virtually obsolete. The current wireless infrastructure will be able to meet this trend and still provide a reliable system. Reliable wireless communication services are a key element of economic development across Canada. It facilitates the growth of local economies by providing easy access to information, and connectivity for residents and business alike. The infrastructure proposed is suitable for the development over the long term and protects public health and safety, and is a powerful economic enabler that promotes home occupations, teleworking, telecommuting and improved community networking.

---

<sup>3</sup> [http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/h\\_sf06136.html](http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/h_sf06136.html)

<sup>4</sup> <http://strategis.ic.gc.ca/antenna>

<sup>5</sup> <http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08792.html>

<https://www.canada.ca/en/health-canada/services/environmental-workplace-health/reports-publications/radiation/safety-code-6-health-canada-radiofrequency-exposure-guidelines-environmental-workplace-health-health-canada.html>

<http://cwta.ca/home/>





In addition to meeting consumer needs, technological upgrades are also critical to ensuring the accessibility of emergency services such as fire, police and ambulance. Wireless communications products and services, used daily by police, EMS, firefighters and other first responders, are an integral part of Canada's safety infrastructure.

The proposed site location is well located to provide improved wireless voice and data services in the targeted area in North Glengarry and the traveling public.

Rogers looks forward to working with the Township of North Glengarry in providing improved wireless services to the community.

Sincerely,

Daryl Rancourt

Wireless Site Specialist  
Eric Belchamber & Associates  
666 Kirkwood Ave., Suite B100  
Ottawa, ON, K1Z 5X9



Rogers Communications Inc.  
8200 Dixie Rd.  
Brampton, ON  
L6T 0C1

September 19, 2019

To Whom It May Concern:

**Re: Rogers Site C8186 Maxville  
PIN: 671030654  
PART LOTS 6-8 CONCESSION 17 INDIAN LANDS KENYON AS IN AR127938 (FIRSTLY); EXCEPT PTS 1, 2 AND 3 ON  
14R5833 & PARTS 2,3, 4 & 5, PLAN 14R6344 & PARTS 1 & 2, PLAN 14R6377 TOWNSHIP OF NORTH GLENGARRY**

Like many areas of the province, your community is experiencing a growing demand for wireless services. As people rely more on wireless devices such as smartphones, tablets and laptops for business and personal use, network improvements are required to ensure high quality voice and data services are available. In response to this growing demand for wireless services, Rogers Communications Inc. (Rogers) has been working to find a suitable location for a new telecommunications structure in efforts to provide improved coverage in the North Glengarry area.

The site location proposed is on County Road 22, Maxville. The location will provide much relied upon communication services in the area such as EMS Response, Police and Fire, and will also improve wireless signal quality for the local residents, those traveling along the major roads, as well provide local subscribers with Rogers' 3.5G wireless network coverage and capacity for products and services such as iPhones, Smartphones, Tablets and wireless internet through the Rogers Rocket Stick technology in the surrounding area.

As part of the public consultation process, you are invited to comment in writing about the proposed Rogers site before October 23, 2019. Since the Township of North Glengarry does not have its own protocol relevant to wireless communications site placement, Rogers will be following ISED's (formerly Industry Canada) default protocol which requires that all residents and businesses within 225m of the leased property area will receive this notification package (the height of the proposed site is 75m).

This package contains detailed information about the proposed structure, the consultation and approval process, as well as contact information available to you during the consultation process.

Rogers is committed to working with your community to integrate the proposed telecommunications facility to continue providing dependable and reliable wireless service. Your questions and comments are an important part of the consultation process.

Please know you may provide your comments by contacting a Rogers representative. All written comments are to be directed to:

**Rogers Communications Inc.**  
Daryl Rancourt, Wireless Site Specialist  
Eric Belchamber & Associates  
666 Kirkwood Ave., Suite B100, Ottawa, ON, K1Z 5X9  
Telephone: (613) 983-6456

Included on the following page is a comment form, for you to provide your comments pertaining to the proposal.

Thank you,  
Rogers Communications Inc.



**Public Consultation for Proposed Wireless Structure**

Location: PART LOTS 6-8 CONCESSION 17 INDIAN LANDS KENYON AS IN AR127938 (FIRSTLY); EXCEPT PTS 1, 2 AND 3 ON 14R5833 & PARTS 2,3, 4 & 5, PLAN 14R6344 & PARTS 1 & 2, PLAN 14R6377 TOWNSHIP OF NORTH GLENGARRY

Rogers Site: C8186 Maxville

Please submit your comments by **October 23, 2019** to:

**Rogers Communications Inc.**  
ATTN: Daryl Rancourt, Wireless Site Specialist  
666 Kirkwood Ave., Suite B100, Ottawa, ON K1Z 5X9  
E-mail: [drancourt@rogers.com](mailto:drancourt@rogers.com)

**COMMENTS**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Please provide your comments, suggestions or requests for additional information about the proposed wireless structure below:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_







## Notice of Proposed Wireless Site: C8186 Maxville

### Facility Proposal:

#### *Location and Site Context*

Rogers Communications Inc. (Rogers) is proposing a new 75m self-support tower telecommunications facility and an ancillary equipment structure surrounded by chainlink fencing, to be located on County Road 22, Maxville.

The coordinates for this facility are:

Latitude (NAD83) N 45°17'10.7"

Longitude (NAD 83) W 74°50'52.3"

#### *Proposed Facility Map*

Due to increased demand for improved wireless service, it is necessary to improve wireless coverage across the community. The site selected, shown on the below map, fits the necessary criteria to maximize and improve network coverage for wireless users in the Maxville area.





### ***Site Selection and Co-Location***

Many factors are considered in selecting an appropriate site, such as the level of use of wireless service in the area, local terrain, interaction with existing radio base stations, and line-of-sight requirements for high-quality communications. Each site that is investigated is subject to a comprehensive review process by radio frequency, transmission and civil engineering groups for it to be qualified as an optimal site for the community.

Before proposing a new antenna-supporting structure, Rogers first explores the following options, which are required by Innovation, Science and Economic Development (ISED) Canada:

- consider sharing an existing antenna system, modifying or replacing the structure if necessary;
- locate, analyze and attempt to use any feasible existing infrastructure such as rooftops, water towers or other tall infrastructure

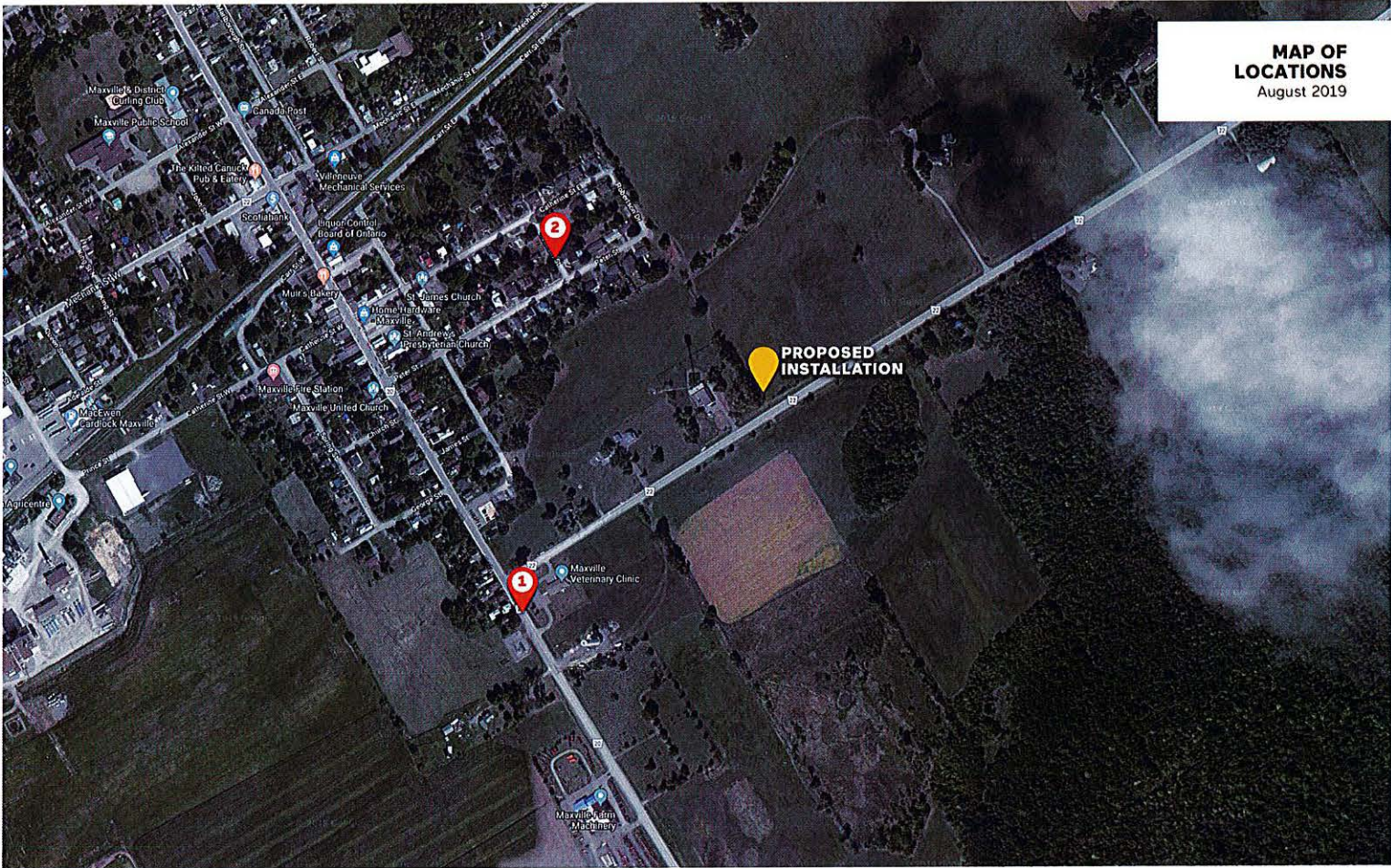
During the site selection process for this proposed, Rogers determined that no other existing cellular infrastructure opportunity was available in our target area that was suitable for our network. The nearest site that was evaluated was an existing 82m guyed tower located approximately 1km south-east of the proposed site. However, the site is located too far from our target area, therefore, is not sufficient for our coverage. Unfortunately, there are no other closer cellular structures available near the area requiring coverage that offers the necessary height. Thus, the proposed location is a suitable available property that will allow Rogers to provide improved coverage for the community and the traveling public.

In consideration of Rogers' technical requirements, the setting of the subject lands makes the proposed location ideal for our site. The proposed site is within the search radius which will result in optimal coverage. The site is set on a western edge of the property line, on the sparsely populated County Road 22. The tower footprint will be using only a small fraction of the massive lot.

The design proposed is a 75m self-support tower which will have ample space to provide for future co-location opportunities, as well as assist in minimizing tower proliferation in the Maxville area. Rogers welcomes future site sharing opportunities on this proposed location, as per Innovation, Science and Economic Development Canada's guidelines. At the time of this notification, Rogers anticipates having space available for future sharing proponents. Rogers will respond to a request to share in a timely fashion and will negotiate in good faith to facilitate sharing where feasible following standard co-location procedures.

A copy of Rogers' surveyed site plan has been attached for your reference and information. Please also refer to page 6, 7 and 8 for a photo simulation of the site proposed. The viewscape simulations simulate the view of the proposed installation from major visible intersections. The process of simulating the proposed facility into the existing conditions of the viewscape was done by superimposing an image of the proposed structure on the photographs taken for those viewscape.





**MAP OF LOCATIONS**  
August 2019

Photo Simulations

**ROGERS™**

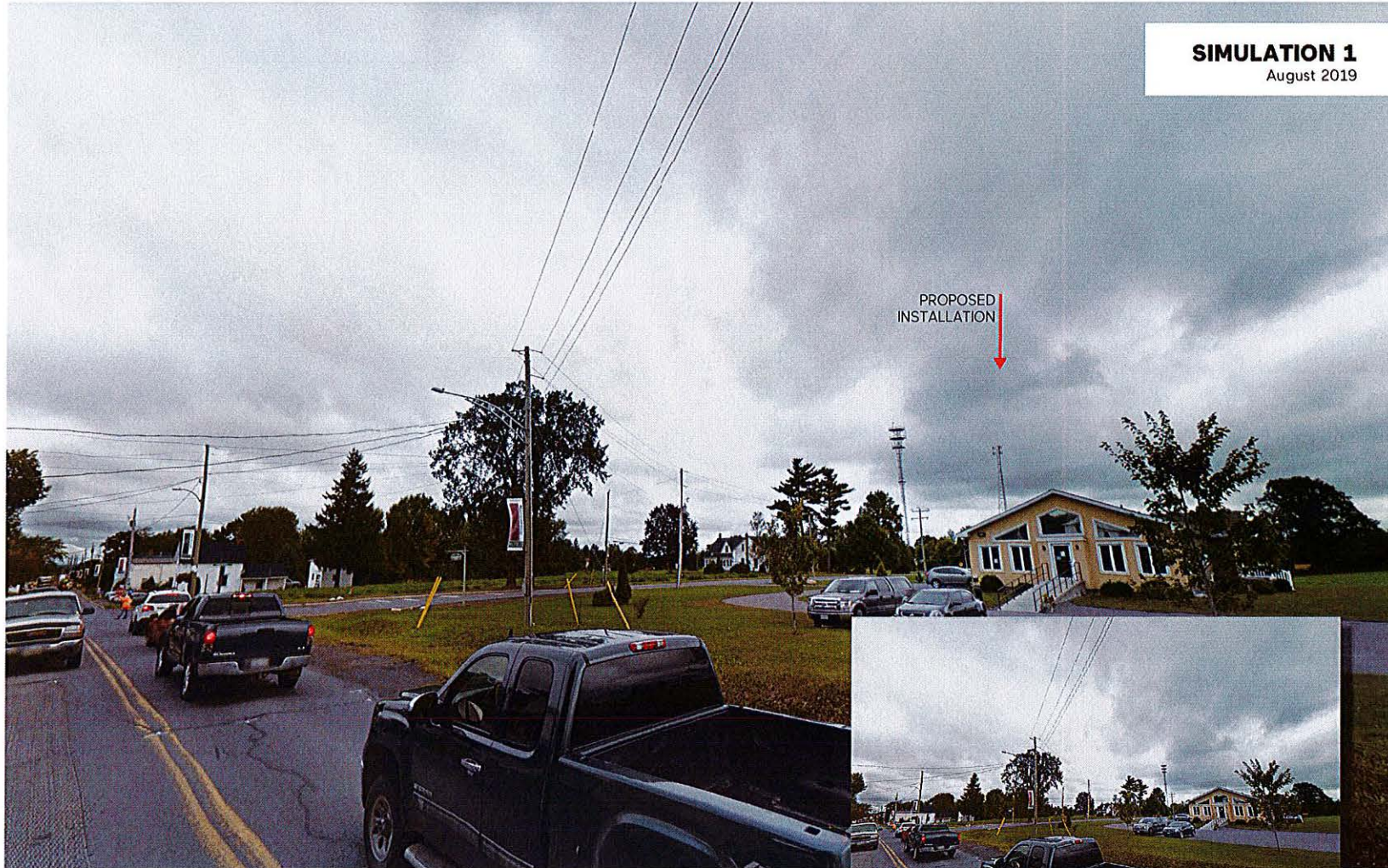
**C8186 MAXVILLE**

**ROGERS™**

Simulations by **Futil**. [www.futildesign.com](http://www.futildesign.com)



**SIMULATION 1**  
August 2019



**ROGERS**<sup>TM</sup>

**C8186 MAXVILLE**

APPROXIMATE DISTANCE BETWEEN THE PROPOSED INSTALLATION AND THE VIEWPOINT : 412 METRES

\* This illustration is a visual simulation. The end result, upon construction of this telecommunications tower, could differ from the illustration.

**ROGERS**<sup>TM</sup>  
Simulations by **Futil**. [www.futildesign.com](http://www.futildesign.com)



**SIMULATION 2**  
August 2019



**C8186 MAXVILLE**

APPROXIMATE DISTANCE BETWEEN THE PROPOSED INSTALLATION AND THE VIEWPOINT : 309 METRES

**ROGERS**<sup>TM</sup>

\* This illustration is a visual simulation. The end result, upon construction of this telecommunications tower, could differ from the illustration.

**ROGERS**<sup>TM</sup>  
Simulations by **Futill**. [www.futilldesign.com](http://www.futilldesign.com)





### ***Construction and Maintenance***

Construction of the proposed facility will take approximately 30 to 45 days. The facility will remain unoccupied, and the only traffic generated at this site after construction will be for routine monthly maintenance visits.

Rogers attests that the radio antenna system as proposed for this location will be constructed in compliance with the National Building Code and The Canadian Standard Association and comply with good engineering practices including structural adequacy.

### ***Aeronautical Approvals***

Aerodrome safety is under the exclusive jurisdiction of NAV Canada and Transport Canada. An important obligation of Rogers' installations is to comply with Transport Canada / NAV CANADA aeronautical safety requirements. Transport Canada perform an assessment of the proposal with respect to the potential hazard to air navigation and notify Rogers of any painting and/or lighting requirements for the antenna system. Rogers has submitted the appropriate applications and does not expect this site to require lighting or marking.

Rogers Communications Inc. attests that the radio antenna system described in this notification package will comply with Transport Canada / NAV Canada aeronautical safety requirements. For additional detailed information, please consult Transport Canada<sup>1</sup>.

### ***Environmental Health Standards/Safety Code 6 Guidelines***

ISED requires that the installation and modification of antenna systems be done in a manner that complies with appropriate environmental legislation. This includes the Canadian Environmental Assessment Act (CEAA)<sup>2</sup> and local environmental assessment requirements where required by the CEAA.

Rogers attests that the radio antenna system described in this notification does not qualify as a Designated Project under the Canadian Environmental Assessment Act and is excluded from environmental assessment under the Canadian Environmental Assessment Act.

ISED also manages the radio communications spectrum in Canada and requires that all cellular telecommunications facilities comply with guidelines established by Health Canada in order to protect people who live or work near these facilities.

These Health Canada safety guidelines are outlined in their 'Safety Code 6' document and are among the most stringent in the world. All Rogers' facilities meet or exceed these standards. Rogers attests that the radio installation described in this notification package, will be installed and operated on an ongoing basis so as to comply with Health Canada's Safety Code 6, as may be amended from time to time, for the protection of the general public including any combined effects of nearby installations within the local radio environment.

---

<sup>1</sup> <http://www.tc.gc.ca/eng/civilaviation/regserv/cars/part6-standards-standard621-3808.htm>

<sup>2</sup> <http://laws-lois.justice.gc.ca/eng/acts/C-15.21/>



### **Public Consultation**

ISED has developed a protocol for establishing telecommunication facilities. The protocol outlines the land use consultation process relevant to evaluating wireless communication installation proposals (<http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08777.html#sec4.2>). In accordance with ISED's Policy, proponents must provide a notification package to the local public (including nearby residences, community gathering areas, public institutions, schools, etc.), neighbouring land-use authorities, businesses, and property owners, etc. located within a radius of 225m from subject property. A notice is also being provided to the Township Council and Director of Planning.

Rogers Communications Inc. is committed to effective public consultation. The public is invited to provide comments to Rogers about this proposal by mail, electronic mail, or phone.

Innovation, Science and Economic Development Canada's policy contains requirements for timely response to all questions, comments or concerns. Rogers will acknowledge receipt of all communication within **14 days** and will provide a formal response to the Township and those members of the public who communicate to Rogers, within **60 days**. The members of the public who communicated with Rogers will then have **21 days** to review and reply to Rogers a final response. Rogers will keep record of all correspondence during the consultation process, which will be included in the summary report to the Township of North Glengarry and the regional Innovation, Science and Economic Development Canada office.

Rogers is requesting any written public comments be returned within 30 days of receipt of this package. Upon receiving any comments from the public, Rogers will respond accordingly. At the close of the public consultation process, a summary of comments received and their corresponding responses will be provided to the Township of North Glengarry and Innovation, Science and Economic Development Canada. Subsequently, a formal package requesting concurrence will also be provided to the Township.

Residents may contact our office and discuss the proposed facility:

#### **Rogers Communications Inc.**

Daryl Rancourt, Wireless Site Specialist  
Eric Belchamber & Associates  
666 Kirkwood Ave., Suite B100, Ottawa, ON, K1Z 5X9  
Phone: (613) 983-6456  
E-mail: [drancourt@rogers.com](mailto:drancourt@rogers.com)

Residents may contact the Township's office and discuss the proposed facility:

Jacob Rhéaume  
Director of Building, By-law & Planning/CBO  
Township of North Glengarry  
90 Main St. South  
Alexandria, ON, K0C 1A0  
Phone: (613) 525-1116  
E-mail:





For more information on ISED's public consultation guidelines including CPC-2-0-03, Issue 5<sup>3</sup>, Spectrum Management and Telecommunications you may contact your local Innovation, Science and Economic Development Canada Office at the address noted on the following page.

**Innovation, Science and Economic Development Canada  
Spectrum Management**

Eastern Ontario District Office

2 Queen Street East, Sault Ste. Marie, ON, P6A 1Y3

Telephone: 1-855-465-6307

Fax: 705-941-4607

Email: [spectrum.ottawa@ic.gc.ca](mailto:spectrum.ottawa@ic.gc.ca)

Web: [http://www.ic.gc.ca/eic/site/smt-gst.nsf/fra/h\\_sf01702.html](http://www.ic.gc.ca/eic/site/smt-gst.nsf/fra/h_sf01702.html)

General information relating to antenna systems is available on ISED's Spectrum Management and Telecommunications website<sup>4</sup>. Other resources relevant to regulations and adherence obligations can also be found on provided Government of Canada websites<sup>5</sup>.

**Conclusion**

Access to reliable wireless communications services is of great importance to residents' and travelers' safety and well-being in today's society. Wireless technology has fast become the preferred method of conducting business and personal communications among a large part of the population.

The trend of future telecom is to become truly "wireless", that is the delivery of the voice and data communications via conventional telephone lines, such as telephone poles along streets and roads, will be virtually obsolete. The current wireless infrastructure will be able to meet this trend and still provide a reliable system. Reliable wireless communication services are a key element of economic development across Canada. It facilitates the growth of local economies by providing easy access to information, and connectivity for residents and business alike. The infrastructure proposed is suitable for the development over the long term and protects public health and safety, and is a powerful economic enabler that promotes home occupations, teleworking, telecommuting and improved community networking.

In addition to meeting consumer needs, technological upgrades are also critical to ensuring the accessibility of emergency services such as fire, police and ambulance. Wireless communications products and services, used daily by police, EMS, firefighters and other first responders, are an integral part of Canada's safety infrastructure.

---

<sup>3</sup> [http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/h\\_sf06136.html](http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/h_sf06136.html)

<sup>4</sup> <http://strategis.ic.gc.ca/antenna>

<sup>5</sup> <http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08792.html>

<https://www.canada.ca/en/health-canada/services/environmental-workplace-health/reports-publications/radiation/safety-code-6-health-canada-radiofrequency-exposure-guidelines-environmental-workplace-health-health-canada.html>

<http://cwta.ca/home/>



The proposed site location is well located to provide improved wireless voice and data services in the targeted area in North Glengarry and the traveling public.

Rogers looks forward to working with the Township of North Glengarry in providing improved wireless services to the community.

Sincerely,

Daryl Rancourt

Wireless Site Specialist  
Eric Belchamber & Associates  
666 Kirkwood Ave., Suite B100  
Ottawa, ON, K1Z 5X9



October 23, 2019

Township of North Glengarry  
90 Main Street P.O. Box 700  
Alexandria, ON K0C 1A0

Attention: Jacob Rhéaume, Director of Building, By-law & Planning/CBO

Dear Mr. Rhéaume,

**Re: Proposed Wireless Communication Site: C8184 Glen Robertson**

On behalf of Rogers Communication Inc. (“Rogers”), I would like to submit for your review and consideration a summary of the municipal and public consultation process for the purpose of issuing a statement of concurrence concerning a proposed wireless communication site to be located at **21525 Chemin Comté 10, Glen Robertson, Ontario**.

**Project Description & Proposed Location**

Rogers is constantly improving and expanding its infrastructure to meet the ever-growing demand for high-quality reliable wireless voice and data services. The proposed site is needed to improve our wireless voice and data services within the community.

The proposed wireless communication installation consists of a 75m self-support tower and (1) walk-in equipment cabinet located within a compound toward the center of the property.

**Municipal & Public Consultation Process**

Rogers is regulated and licensed by Industry Canada to provide inter-provincial wireless voice and data services. As a federal undertaking, Rogers is required by Industry Canada to consult with land-use authorities in siting tower locations. The consultation process established under Industry Canada’s authority is intended to allow the local land-use authorities the opportunity to address land-use concerns while respecting the federal government’s exclusive jurisdiction in the siting and operation of wireless and data systems.

The provisions of the Ontario Planning Act and other municipal by-laws and regulations do not apply to federal undertakings. Rogers is however required to follow established and documented wireless protocols or processes set forth by land-use authorities.

Rogers discussed receiving Municipal Review and Concurrence of an Antenna System with you on August 15<sup>th</sup>, 2019 for a wireless communications installation to be located at 21525 Chemin Comté 10, Glen Robertson, Ontario.

The Township of North Glengarry has not developed a protocol relevant for establishing telecommunication facilities in the Township, so Rogers has followed Innovation, Science and Economic Development Canada's (formerly Industry Canada) default protocol as it pertains to the Public Notification and Consultation required.

Rogers provided the attached Public Notification Package to the property owners within the required 225m radius of the proposed installation as provided by the Township. These notices were issued by regular mail on September 19<sup>th</sup>, 2019. The notice described the proposal and invited comments by mail, electronic mail, or phone by the close of business on October 23<sup>rd</sup>, 2019.

An ad was also published in the Glengarry News community newspaper which ran on September 18<sup>th</sup>, 2019, notifying the public of the proposal and inviting residents to provide comments within 30 days of the notice.

During the 30-day comment period, Rogers received no comments via email or regular mail regarding the proposed tower installation. Rogers received one phone call, from resident Sylvie Gagnon, in support of the tower and requesting information about its completion date.

Rogers has followed all the necessary steps in accordance with ISED's guidelines by:

- consulting with the municipality;
- advising the public of our proposal;
- addressing all reasonable and relevant concerns pertaining to our proposal; and
- keeping and producing all associated communications to Industry Canada and the municipality.

## **Conclusion**

As a result of the consultation process, one comment showing support was received from members of the public. Rogers takes concerns or suggestions expressed by the public as important elements to our proposal.

Rogers feels that the proposed site is well located to provide improved wireless voice and data services in the targeted area. The proposed site is also situated and designed so as to have minimal impact on surrounding land uses.

## **Request for Concurrence**

Rogers has now fulfilled all the requirements under ISED's protocol as they pertain to the proposed new telecommunications site at 21525 Chemin Comté 10.

In order to conclude this land-use consultation and meet Industry Canada's requirements, Rogers Communications Inc. respectfully requests that our proposal be considered complete and that the Township of North Glengarry move forward with the assessment of the process Rogers has undertaken to date. Rogers also requests that the Township issue a formal Letter of Concurrence to Rogers with a copy

to ISED in order to permit Rogers to move forward with the installation of the proposed wireless communication site.

Yours Truly,

Daryl Rancourt, Site Acquisition Specialist  
On behalf of Rogers Communications Inc., Network Implementation  
(613) 983-6456

October 23, 2019

Township of North Glengarry  
90 Main Street P.O. Box 700  
Alexandria, ON K0C 1A0

Attention: Jacob Rhéaume, Director of Building, By-law & Planning/CBO

Dear Mr. Rhéaume,

**Re: Proposed Wireless Communication Site: C8185 Greenfield**

On behalf of Rogers Communication Inc. (“Rogers”), I would like to submit for your review and consideration a summary of the municipal and public consultation process for the purpose of issuing a statement of concurrence concerning a proposed wireless communication site to be located at **19319 Kenyon Concession 5 Road, Greenfield, Ontario.**

**Project Description & Proposed Location**

Rogers is constantly improving and expanding its infrastructure to meet the ever-growing demand for high-quality reliable wireless voice and data services. The proposed site is needed to improve our wireless voice and data services within the community.

The proposed wireless communication installation consists of a 100m guyed tower and (1) walk-in equipment cabinet located within a compound toward the eastern part of the property.

**Municipal & Public Consultation Process**

Rogers is regulated and licensed by Industry Canada to provide inter-provincial wireless voice and data services. As a federal undertaking, Rogers is required by Industry Canada to consult with land-use authorities in siting tower locations. The consultation process established under Industry Canada’s authority is intended to allow the local land-use authorities the opportunity to address land-use concerns while respecting the federal government’s exclusive jurisdiction in the siting and operation of wireless and data systems.

The provisions of the Ontario Planning Act and other municipal by-laws and regulations do not apply to federal undertakings. Rogers is however required to follow established and documented wireless protocols or processes set forth by land-use authorities.

Rogers discussed receiving Municipal Review and Concurrence of an Antenna System with you on August 15<sup>th</sup>, 2019 for a wireless communications installation to be located at 19319 Kenyon Concession 5 Road, Greenfield, Ontario.



The Township of North Glengarry has not developed a protocol relevant for establishing telecommunication facilities in the Township, so Rogers has followed Innovation, Science and Economic Development Canada's (formerly Industry Canada) default protocol as it pertains to the Public Notification and Consultation required.

Rogers provided the attached Public Notification Package to the property owners within the required 300m radius of the proposed installation as provided by the Township. These notices were issued by regular mail on September 19<sup>th</sup>, 2019. The notice described the proposal and invited comments by mail, electronic mail, or phone by the close of business on October 23<sup>rd</sup>, 2019.

An ad was also published in the Glengarry News community newspaper which ran on September 18<sup>th</sup>, 2019, notifying the public of the proposal and inviting residents to provide comments within 30 days of the notice.

During the 30-day comment period, Rogers received no comments via phone, email or regular mail regarding the proposed tower installation.

Rogers has followed all the necessary steps in accordance with ISED's guidelines by:

- consulting with the municipality;
- advising the public of our proposal;
- addressing all reasonable and relevant concerns pertaining to our proposal; and
- keeping and producing all associated communications to Industry Canada and the municipality.

### **Conclusion**

As a result of the consultation process, no comments were received from members of the public. Rogers takes concerns or suggestions expressed by the public as important elements to our proposal.

Rogers feels that the proposed site is well located to provide improved wireless voice and data services in the targeted area. The proposed site is also situated and designed so as to have minimal impact on surrounding land uses.

### **Request for Concurrence**

Rogers has now fulfilled all the requirements under ISED's protocol as they pertain to the proposed new telecommunications site at 19319 Kenyon Concession 5 Road.

In order to conclude this land-use consultation and meet Industry Canada's requirements, Rogers Communications Inc. respectfully requests that our proposal be considered complete and that the Township of North Glengarry move forward with the assessment of the process Rogers has undertaken to date. Rogers also requests that the Township issue a formal Letter of Concurrence to Rogers with a copy to ISED in order to permit Rogers to move forward with the installation of the proposed wireless communication site.

Yours Truly,

Daryl Rancourt, Site Acquisition Specialist  
On behalf of Rogers Communications Inc., Network Implementation  
(613) 983-6456

October 23, 2019

Township of North Glengarry  
90 Main Street P.O. Box 700  
Alexandria, ON K0C 1A0

Attention: Jacob Rhéaume, Director of Building, By-law & Planning/CBO

Dear Mr. Rhéaume,

**Re: Proposed Wireless Communication Site: C8186 Maxville**

On behalf of Rogers Communication Inc. (“Rogers”), I would like to submit for your review and consideration a summary of the municipal and public consultation process for the purpose of issuing a statement of concurrence concerning a proposed wireless communication site to be located on **County Road 22, Maxville, Ontario.**

**Project Description & Proposed Location**

Rogers is constantly improving and expanding its infrastructure to meet the ever-growing demand for high-quality reliable wireless voice and data services. The proposed site is needed to improve our wireless voice and data services within the community.

The proposed wireless communication installation consists of a 75m self-support tower and (1) walk-in equipment cabinet located within a compound toward the eastern part of the property.

**Municipal & Public Consultation Process**

Rogers is regulated and licensed by Industry Canada to provide inter-provincial wireless voice and data services. As a federal undertaking, Rogers is required by Industry Canada to consult with land-use authorities in siting tower locations. The consultation process established under Industry Canada’s authority is intended to allow the local land-use authorities the opportunity to address land-use concerns while respecting the federal government’s exclusive jurisdiction in the siting and operation of wireless and data systems.

The provisions of the Ontario Planning Act and other municipal by-laws and regulations do not apply to federal undertakings. Rogers is however required to follow established and documented wireless protocols or processes set forth by land-use authorities.

Rogers discussed receiving Municipal Review and Concurrence of an Antenna System with you on August 15<sup>th</sup>, 2019 for a wireless communications installation to be located at County Road 22, Maxville, Ontario.

The Township of North Glengarry has not developed a protocol relevant for establishing telecommunication facilities in the Township, so Rogers has followed Innovation, Science and Economic Development Canada's (formerly Industry Canada) default protocol as it pertains to the Public Notification and Consultation required.

Rogers provided the attached Public Notification Package to the property owners within the required 225m radius of the proposed installation as provided by the Township. These notices were issued by regular mail on September 19<sup>th</sup>, 2019. The notice described the proposal and invited comments by mail, electronic mail, or phone by the close of business on October 23<sup>rd</sup>, 2019.

An ad was also published in the Glengarry News community newspaper which ran on September 18<sup>th</sup>, 2019, notifying the public of the proposal and inviting residents to provide comments within 30 days of the notice.

During the 30-day comment period, Rogers received one email comment regarding the proposed tower installation from Marc Bourdon. Mr. Bourdon had concerns about the tower being erected approximately 5km from his airstrip. Rogers indicated that they had consulted with a closer airstrip and were advised that it is best to site new towers near existing towers, which is what Rogers has done. Rogers also assured Mr. Bourdon that Rogers had notified Transport Canada and NAV Canada of the proposed tower and attested to the fact that the tower installation would follow all of the TC and NAV Canada requirements. Rogers was also contacted by John Ainsworth of Air Navigation Data on Mr. Bourdon's behalf. After reviewing the details of the proposed installation, Mr. Ainsworth concluded that the tower would not interfere with the airstrip approach.

Rogers has followed all the necessary steps in accordance with ISED's guidelines by:

- consulting with the municipality;
- advising the public of our proposal;
- addressing all reasonable and relevant concerns pertaining to our proposal; and
- keeping and producing all associated communications to Industry Canada and the municipality.

## **Conclusion**

As a result of the consultation process, one comment was received from a member of the public and Rogers addressed their reasonable and relevant concerns. Rogers takes concerns or suggestions expressed by the public as important elements to our proposal.

Rogers feels that the proposed site is well located to provide improved wireless voice and data services in the targeted area. The proposed site is also situated and designed so as to have minimal impact on surrounding land uses.



**Request for Concurrence**

Rogers has now fulfilled all the requirements under ISED's protocol as they pertain to the proposed new telecommunications site on County Road 22, Maxville.

In order to conclude this land-use consultation and meet Industry Canada's requirements, Rogers Communications Inc. respectfully requests that our proposal be considered complete and that the Township of North Glengarry move forward with the assessment of the process Rogers has undertaken to date. Rogers also requests that the Township issue a formal Letter of Concurrence to Rogers with a copy to ISED in order to permit Rogers to move forward with the installation of the proposed wireless communication site.

Yours Truly,

Daryl Rancourt, Site Acquisition Specialist  
On behalf of Rogers Communications Inc., Network Implementation  
(613) 983-6456

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 28, 2019

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

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

THAT the Council of the Township of North Glengarry receives Staff Report No. BP-2019-33 to create a By-law for the dedication of a parcel as public highway.

And THAT by-law 44-2019 be read a first, second, third time and enacted in Open Council this 28<sup>th</sup> day of October 2019.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

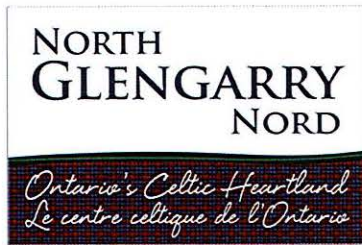
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 6 Item g**



## **KENYON CONCESSION ROAD 1 ROAD WIDENING OWNERSHIP**

### **Report No: BP-2019-33**

**October 28, 2019**

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

**RE:** The ownership of part of Kenyon Concession Road 1 Road Allowance (Road Widening)

---

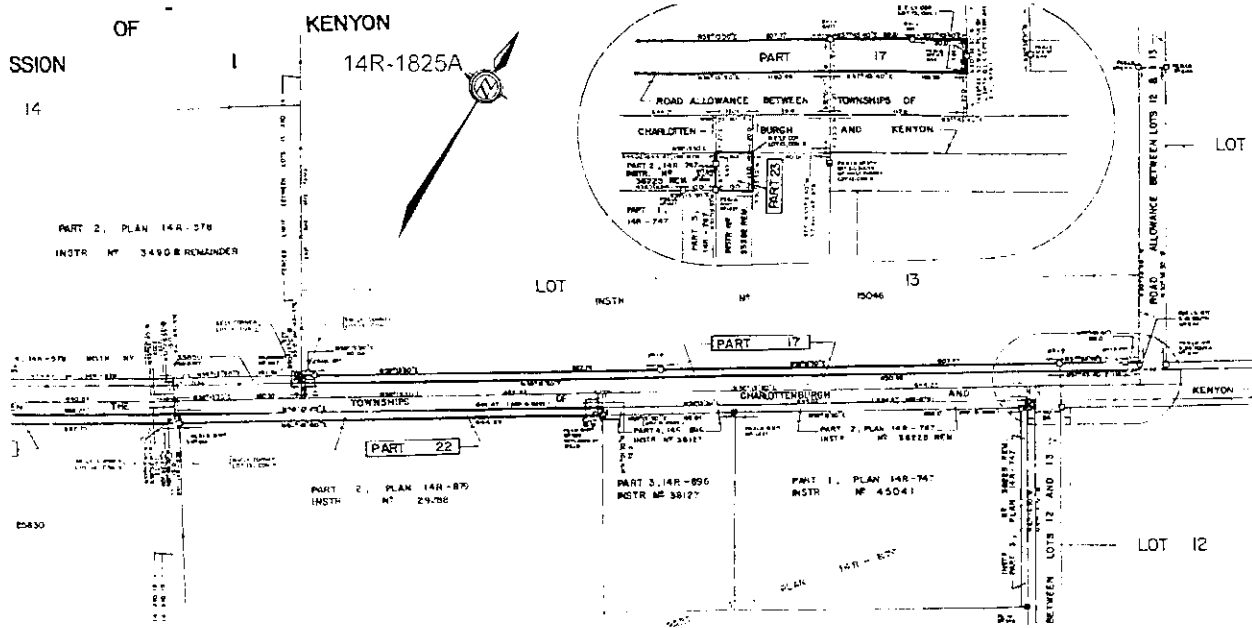
#### **Recommended Motion:**

**THAT** the Council of the Township of North Glengarry receives Staff Report No. BP-2019-33 to create a By-law for the dedication of a parcel as public highway.

#### **Background / Analysis:**

Earlier this year, Council passed a By-law for the Lakeshore Road ownership on the property located at 3792 Lakeshore Road that was sold earlier this year. When the survey was conducted, it showed that Instrument No. AR82500 – also known as R-Plan No. 14R1825 Part 17 which is a Road Widening for Kenyon Concession Road 1 (Lot 13, Conc 1 former Kenyon Township) between former Kenyon Township and Charlottenburgh Township, the widening being on North Glengarry's side of the Road, the North side; the road widening was never deeded to the Township. The survey is already done (R Plan 14R1825), and the legal description already exists, this is simply a change in ownership for that parcel.





The Municipal Act, Section 44 imposes a statutory duty of care for road maintenance on the road authority, in this case a Township Road. The Planning Act also states that the primary function of Township Roads is to provide direct access to abutting properties.

In this case, this is a land ownership, or title registration issue that occurred in the past and was never noticed. As per the Municipal Act, the Township was just as liable for that section of the road, as any other maintained road in the Township because of maintenance and public access.

The parcel now must be dedicated for "Road Purposes" by By-law.

**Alternatives:**

No alternatives.

**Financial Implications:**

No financial implications, surveyors and lawyers fees were paid the Transferor.



**Attachments & Relevant Legislation:**

- R-plan/survey
- By-law
- Lawyer request

**Others consulted:**

N/A

Signed by Sarah Huskinson – CAO/Clerk

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY**

**BY-LAW NO. 44-2019**

**BEING** a by-law to dedicate certain lands for Road Dedication Purposes.

**REFERENCE:** Section 31 (2) of the Municipal Act, 2001.

**WHEREAS,** Instrument No. AR82500 – also known as R-Plan No. 14R1825 Part 17 which is a Road Widening for Kenyon Concession Road 1 (Lot 13, Conc 1 Former Kenyon Township) North Glengarry, was deeded to the Municipality for Road dedication purposes;

**AND WHEREAS,** The Municipality wishes to dedicate these lands for Road Dedication purposes;

**NOW THEREFORE,** The Corporation of the Township of North Glengarry hereby enacts as follows:

1. Instrument No. AR82500 – also known as R-Plan No. 14R1825 Part 17 which is a Road Widening for Kenyon Concession Road 1 (Lot 13, Conc 1 Former Kenyon Township) North Glengarry, be and is hereby dedicated for Road Purposes and be known as part of Kenyon Conc 1.
2. That the Mayor and the CAO/Clerk be and they are hereby authorized to execute all documents and take whatever steps Council may advise and may be required to give effect to this transaction.

**Read** a first, second, third time and enacted, in Open Council, this 28<sup>th</sup> day of October 2019.

\_\_\_\_\_  
**CAO/ Clerk / Deputy Clerk**

\_\_\_\_\_  
**Mayor / Deputy Mayor**

I hereby certify that the foregoing is a true copy of By-law No. 44-2019, duly passed by the Council of the Corporation of the Township of North Glengarry, on the 28<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
**Date Certified**

\_\_\_\_\_  
**CAO/Clerk / Deputy Clerk**

# BOURGON LAW

PROFESSIONAL CORPORATION

BARRISTERS & SOLICITORS • AVOCATS ET NOTAIRES

ST. LAWRENCE CENTRE, SUITE 1, 614 SECOND STREET EAST, CORNWALL ONTARIO, CANADA K6H 1Z8

TEL: 613-933-0059 • FAX: 613-933-1159

July 20, 2019

**By Fax Only To: 613-525-1649**

The Township of North Glengarry  
90 Main Street, P.O. Box 700  
Alexandria, Ontario  
K0C 1A0

**Attention: Jacob Rheume**

Dear Sir:

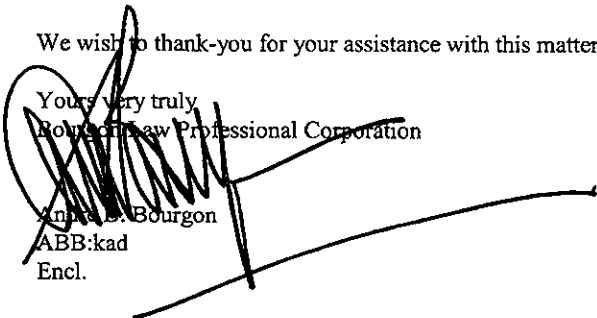
**RE: Request for By-Law - Transfer No: AR82500 - Part 17 on 14R-1825  
Open Road Allowance between Kenyon Township and Charlotteburgh Township  
Our File No: 18-3002 (Szabo Estate)**

Pursuant to Instrument No. AR82500 the above noted lands were transferred to The Corporation of the Township of North Glengarry being the open road allowance between Kenyon Township and Charlottenburgh Township. No By-law dedicating the lands as a public highway in Instrument No. AR82500 has been registered on title. See copy of transfer attached.

Accordingly, would you kindly provide us with certified copies of the relevant Township By-Law dedicating the lands in the aforesaid transfer in order that we may attend upon its registration on title.

We wish to thank-you for your assistance with this matter, and remain,

Yours very truly,  
Bourgon Law Professional Corporation

  
André B. Bourgon  
ABB:kad  
Encl.



# Transfer/Deed of Land

Form 1 — Land Registration Reform Act, 1984

**A**

<p>Number/Numéro <b>82500</b></p> <p>Certificate of Registration Certificat d'enregistrement</p> <p><b>90 NOV 21 AIO: H</b></p> <p><b>BERGARRY #14</b> <b>ALEXANDRIA</b></p> <p><i>[Signature]</i> Land Registrar</p> <p>New Property Identifiers <input type="checkbox"/> Additional See Schedule <input type="checkbox"/></p> <p>Executions <input type="checkbox"/> Additional See Schedule <input type="checkbox"/></p>	<p>(1) Registry <input checked="" type="checkbox"/> Land Titles <input type="checkbox"/> (2) Page 1 of 2X pages</p> <p>(3) Property Identifier(s) Block Property Additional See Schedule <input type="checkbox"/></p> <p>(4) Consideration ONE ----- 00/100 Dollars \$1.00</p> <p>(5) Description This is a: Property Division <input type="checkbox"/> Property Consolidation <input type="checkbox"/> Part of Lot 13, Concession 1, in the Township of Kenyon, County of Glengarry, designated as Part 17 on Reference Plan 14R-1825.</p>												
<p>(6) This Document Contains: (a) Redescription <input type="checkbox"/> (b) Schedule for: Description <input type="checkbox"/> Additional Parties <input type="checkbox"/> Other <input type="checkbox"/> (7) Interest/Estate Transferred Fee Simple <input type="checkbox"/></p>													
<p>(8) Transferor(s) The transferor hereby transfers the land to the transferee and certifies that the transferor is at least eighteen years old and that we are spouses of one another.</p> <table style="width:100%; border-collapse: collapse;"> <tr> <th style="width:50%;">Name(s)</th> <th style="width:20%;">Signature(s)</th> <th style="width:30%;">Date of Signature Y M D</th> </tr> <tr> <td>SZABO, Sandor</td> <td><i>[Signature]</i></td> <td>1990 10 30</td> </tr> <tr> <td>SZABO, Maria</td> <td><i>[Signature]</i></td> <td>1990 10 30</td> </tr> <tr> <td colspan="3">as joint tenants</td> </tr> </table>		Name(s)	Signature(s)	Date of Signature Y M D	SZABO, Sandor	<i>[Signature]</i>	1990 10 30	SZABO, Maria	<i>[Signature]</i>	1990 10 30	as joint tenants		
Name(s)	Signature(s)	Date of Signature Y M D											
SZABO, Sandor	<i>[Signature]</i>	1990 10 30											
SZABO, Maria	<i>[Signature]</i>	1990 10 30											
as joint tenants													
<p>(9) Spouse(s) of Transferor(s) I hereby consent to this transaction</p> <table style="width:100%; border-collapse: collapse;"> <tr> <th style="width:50%;">Name(s)</th> <th style="width:20%;">Signature(s)</th> <th style="width:30%;">Date of Signature Y M D</th> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table>		Name(s)	Signature(s)	Date of Signature Y M D									
Name(s)	Signature(s)	Date of Signature Y M D											
<p>(10) Transferor(s) Address for Service: <b>R. R. # 3 Alexandria, Ontario K0C 1A0</b></p>													
<p>(11) Transferee(s)</p> <p><b>THE CORPORATION OF THE TOWNSHIP OF KENYON</b></p> <table style="width:100%; border-collapse: collapse;"> <tr> <th style="width:70%;">Name(s)</th> <th style="width:30%;">Date of Birth Y M D</th> </tr> <tr> <td> </td> <td> </td> </tr> </table>		Name(s)	Date of Birth Y M D										
Name(s)	Date of Birth Y M D												
<p>(12) Transferee(s) Address for Service: <b>R. R. # 5, Box 11, Alexandria, Ontario K0C 1A0</b></p>													
<p>(13) Transferor(s) The transferor verifies that to the best of the transferor's knowledge and belief, this transfer does not contravene section 49 of the Planning Act, 1963.</p> <table style="width:100%; border-collapse: collapse;"> <tr> <th style="width:50%;">Signature</th> <th style="width:50%;">Date of Signature Y M D</th> </tr> <tr> <td> </td> <td> </td> </tr> </table> <p>Solicitor for Transferor(s) I have explained the effect of section 49 of the Planning Act, 1963 to the transferor and I have made inquiries of the transferor to determine that this transfer does not contravene that section and based on the information supplied by the transferor, to the best of my knowledge and belief, this transfer does not contravene that section. I am an Ontario solicitor in good standing.</p> <table style="width:100%; border-collapse: collapse;"> <tr> <th style="width:50%;">Name and Address of Solicitor</th> <th style="width:50%;">Date of Signature Y M D</th> </tr> <tr> <td> </td> <td> </td> </tr> </table>		Signature	Date of Signature Y M D			Name and Address of Solicitor	Date of Signature Y M D						
Signature	Date of Signature Y M D												
Name and Address of Solicitor	Date of Signature Y M D												
<p>(14) Solicitor for Transferee(s) I have investigated the title to this land and to adjoining land where relevant and I am satisfied that the title records reveal no contravention as set out in subclause 49 (21a) (c) (i) of the Planning Act, 1963 and that to the best of my knowledge and belief this transfer does not contravene section 49 of the Planning Act 1963. I act independently of the solicitor for the transferor(s) and I am an Ontario solicitor in good standing.</p> <table style="width:100%; border-collapse: collapse;"> <tr> <th style="width:50%;">Name and Address of Solicitor</th> <th style="width:50%;">Date of Signature Y M D</th> </tr> <tr> <td> </td> <td> </td> </tr> </table>		Name and Address of Solicitor	Date of Signature Y M D										
Name and Address of Solicitor	Date of Signature Y M D												
<p>(15) Assessment Roll Number of Property: <b>Not assigned</b></p>													
<p>(16) Municipal Address of Property: <b>Not assigned</b></p>													
<p>(17) Document Prepared by: <b>Fennell, Rudden, Campbell &amp; Stevenson Barristers &amp; Solicitors 35 Second St. E.,</b></p>													
<p>FOR OFFICE USE ONLY</p>	<p>Fees and Tax</p> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;">Registration Fee</td> <td style="width:50%; text-align: right;">25.00</td> </tr> <tr> <td>Land Transfer Tax</td> <td style="text-align: right;">1.00</td> </tr> </table>	Registration Fee	25.00	Land Transfer Tax	1.00								
Registration Fee	25.00												
Land Transfer Tax	1.00												



Form 1 - Land Transfer Tax Act  
 Affidavit of Residence and of Value of the Consideration  
 Refer to all instructions on reverse side.

ONE & DUMAS CO. LIMITED  
 Form No. 601  
 (Amended Aug. 7, 1989)

2.

IN THE MATTER OF THE CONVEYANCE OF (Insert brief description of land) Part of Lot 13, Concession 1,  
in the Township of Kenyon, County of Glengarry,  
being Part 17 on 14R-1825.  
 BY (Insert names of all transferors in full) SANDOR SZABO and MARIA SZABO  
 TO (See instruction 1 and print names of all transferees in full) THE CORPORATION OF THE TOWNSHIP OF KENYON  
 I, (See instruction 2 and print name(s) in full) MARY McCUAIG

MAKE OATH AND SAY THAT:

1. I am (place a clear mark within the square opposite that one of the following paragraphs that describes the capacity of the deponent(s)): (See instruction 2)
- (a) A person in trust for whom the land conveyed in the above-described conveyance is being conveyed;
  - (b) A trustee named in the above-described conveyance to whom the land is being conveyed;
  - (c) A transferee named in the above-described conveyance;
  - (d) The authorized agent or solicitor acting in this transaction for (Insert name(s) of principal(s))

(e) The Receiver, Treasurer or Clerk of the Corporation (Insert name(s) of corporation) THE CORPORATION OF THE TOWNSHIP OF KENYON  
 described in paragraph(s) (a), (b), (c) above; (delete out references to inapplicable paragraph(s))

(f) A transferee described in paragraph ( ) (Insert only one of paragraph (a), (b) or (c) above, as applicable) and am making this affidavit on my own behalf and on behalf of (Insert name(s) of spouse) who is my spouse described in paragraph ( ) (Insert only one of paragraph (a), (b) or (c) above, as applicable) and at such, I have personal knowledge of the facts herein deposed to.

2. (To be completed where the value of the consideration for the conveyance exceeds \$250,000.)  
 I have read and considered the definition of "single family residence" set out in clause 1(1)(a) of the Act. The land conveyed in the above-described conveyance  
 contains at least one and not more than two single family residences. Note: Clause 2(1) (d) imposes an additional tax at the rate of one-half of one per cent upon the value of consideration in excess of \$250,000 where the conveyance contains at least one and not more than two single family residences.  
 does not contain a single family residence.  
 contains more than two single family residences. (See instruction 2)

3. I have read and considered the definitions of "non-resident corporation" and "non-resident person" set out respectively in clauses 1(1)(f) and (g) of the Act and each of the following persons to whom or in trust for whom the land is being conveyed in the above-described conveyance is a "non-resident corporation" or a "non-resident person" as set out in the Act. (See instruction 4 and 5)  
None

4. THE TOTAL CONSIDERATION FOR THIS TRANSACTION IS ALLOCATED AS FOLLOWS:

(a) Monies paid or to be paid in cash	\$ 1.00	
(b) Mortgages: (i) Assumed (show principal and interest to be credited against purchase price)	\$ nil	
(ii) Given back to vendor	\$ nil	
(c) Property transferred in exchange (detail below)	\$ nil	
(d) Securities transferred to the value of (detail below)	\$ nil	
(e) Liens, legacies, annuities and maintenance charges to which transfer is subject	\$ nil	
(f) Other valuable consideration subject to land transfer tax (detail below)	\$ nil	
(g) VALUE OF LAND, BUILDING, FIXTURES AND GOODWILL SUBJECT TO LAND TRANSFER TAX (Total of (a) to (f))	\$ 1.00	\$ 1.00
(h) VALUE OF ALL CHATTELS - Items of tangible personal property (Partial Sales Tax is payable on the value of all chattels unless exempt under the provisions of the "Partial Sales Tax Act", R.S.O. 1990, c.104, as amended)	\$ nil	
(i) Other consideration for transaction not included in (g) or (h) above	\$ nil	
(j) TOTAL CONSIDERATION	\$ 1.00	\$ 1.00

All Items Must Be Filled In, Even "Nil" Where Applicable.

5. If consideration is nominal, describe relationship between transferor and transferee and state purpose of conveyance. (See instruction 6) Transfer to Municipality for public road purposes.  
 6. If the consideration is nominal, is the land subject to any encumbrance? NO  
 7. Other remarks and explanations, if necessary. None

Sworn before me at the Township of Kenyon  
 in the County of Glengarry  
 this 15 day of November 1990.  
Lindsay McDonald  
 Commissioner for taking Affidavits, etc.

Mary McCuaig  
 Signature

Property Information Record

- A. Describe nature of instrument: Transfer/Deed of Land  
 B. (i) Address of property being conveyed (if available) Not assigned  
 (ii) Assessment Roll No. (if available) Not assigned  
 C. Mailing address(es) for future Notices of Assessment under the Assessment Act for property being conveyed (see instruction 7) R. R. #5, Box 11, Alexandria, Ontario K0C 1A0  
 D. (i) Registration number for last conveyance of property being conveyed (if available) 15046  
 (ii) Legal description of property conveyed: Same as in D.(i) above. Yes  No  Not known   
 E. Name(s) and address(es) of each transferee's solicitor

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 28, 2019

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

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

THAT the Council of the Township of North Glengarry adopt the Zoning Amendment by-law Z-11-2019; and

That By-law Z-11-2019 be read a first, second, third time and enacted in Open Council this 28<sup>th</sup> day of October 2019.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

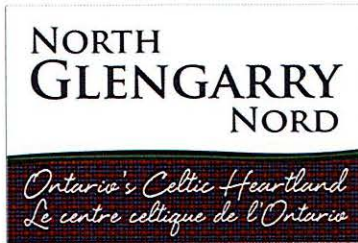
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 6 Item h**



## STAFF REPORT TO COUNCIL

Report No: BP-2019-35

October 25, 2019

From: Kasia Olszewska, Planner

RE: ZONING AMENDMENT Z-11-2019  
LOCATION – 22601 Gore Road, Glen Robertson, ON  
OWNER – Martin Campbell

---

**Recommended Motion:** That the Council of the Township of North Glengarry adopt Zoning By-Law # Z-11-2019.

**Background / Analysis:** An application for a zoning amendment request was presented to the Planning Committee on October 15<sup>th</sup>, 2019. It was recommended that the application be forwarded to the Council of The Township of North Glengarry for further consideration and approval. As per the planning resolution of October 15<sup>th</sup>, 2019, the application is being presented to Council this evening for adoption.

**Alternatives:** Option #1 That Council adopt the by-law as presented

OR

Option #2 Council does not adopt the by-law

**Financial Implications:** No financial implications to the Township

**Attachments & Relevant Legislation:**

- By-Law Z-11-2019
- Resolution of October 15<sup>th</sup>, 2019
- Planning Committee Report from October 15<sup>th</sup>, 2019

**Others consulted:**

Signed by Sarah Huskinson – CAO/Clerk

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY**

**BY-LAW NO. Z-11-2019**

**BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 39-2000**

**WHEREAS** By-Law No. 39-2000 regulates the use of land and erection of buildings and structures within the Township of North Glengarry, County of SD & G;

**AND WHEREAS** the Council of the Corporation of the Township of North Glengarry deems it advisable to amend By-Law 39-2000 as hereinafter set forth;

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

1. Notwithstanding the provisions of Section 11.2 to the contrary, on the lands described as being Concession 2 Part Lots 4&5 (22601 Gore Road, Glen Robertson) Township of North Glengarry zoned General Agricultural Special Exception (AG-PA) and General Agricultural Special Exception (AG-PR) on Schedule "A" attached hereto, the following provisions shall apply:
  - i) Special Exception AG-PA: No agricultural uses shall be permitted on the severed lands.
  - ii) Special Exception AG-PR: No residential uses shall be permitted on the retained lands.
2. That Schedule "B" of By-Law 39-2000 is hereby amended by changing the AG zone Symbol of the lands to "AG-PA and AG-PR" on the Schedule "A" hereto.
3. That Schedule "A" attached hereto is hereby made fully part of the By-Law.

This By-Law shall come into effect on the date of passing hereof subject to the provisions of the Planning Act.

**READ** a first, second, third time and enacted in Open Council, this 28<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
CAO/Clerk/Deputy Clerk

\_\_\_\_\_  
Mayor/Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. Z-11-2019, duly adopted by the Council of the Township of North Glengarry, on the 28<sup>th</sup> day of October, 2019.

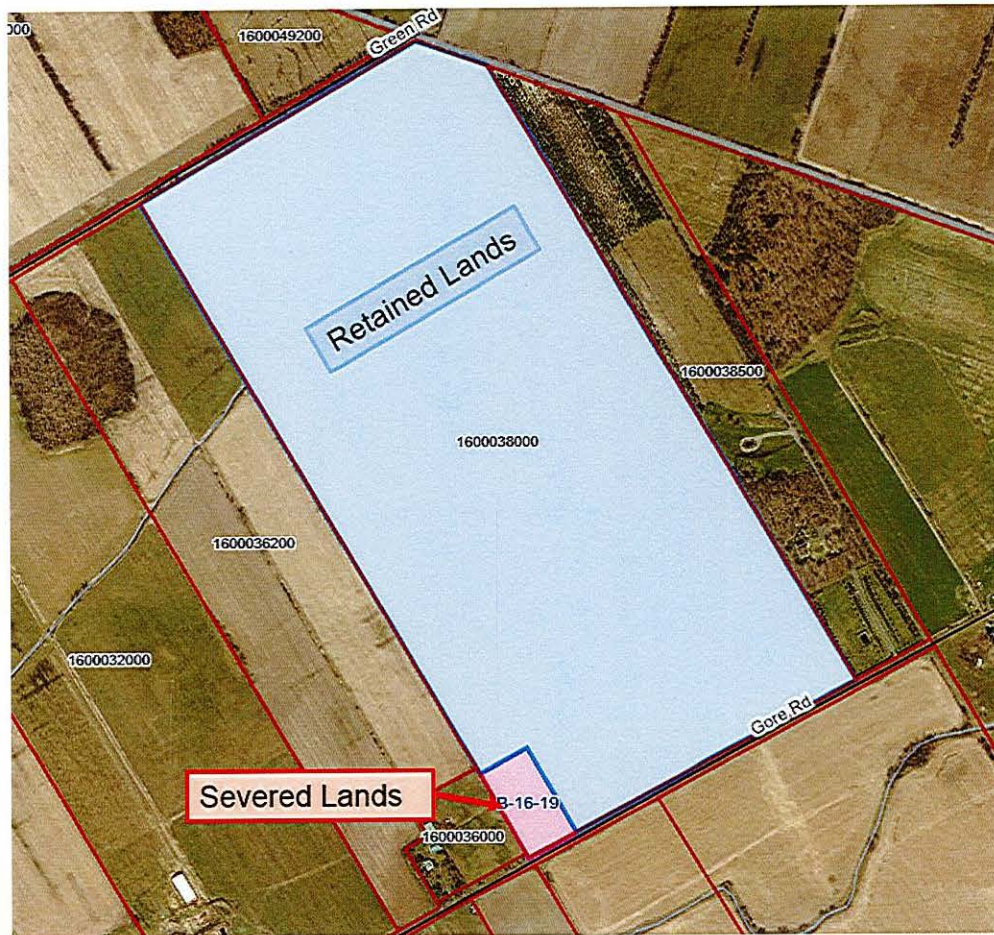
\_\_\_\_\_  
Date Certified

\_\_\_\_\_  
Clerk / Deputy Clerk



**SCHEDULE "A"  
TO BY-LAW NUMBER Z-11-2019**

**Legend  
Subject Property  
Zone Change to "AG-PA and AG-PR"**



**Concession 2 Part Lots 4 & 5  
Township of North Glengarry  
United Counties of Stormont, Dundas & Glengarry**

**This is Schedule "A" to By-Law Z-11-2019  
Passed this 28<sup>th</sup> day of October, 2019**

\_\_\_\_\_  
**Mayor/Deputy Mayor**

\_\_\_\_\_  
**CAO/Clerk/Deputy Clerk**

Michel

CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY

DATE: October 15th, 2019

RESOLUTION # \_\_\_\_\_  
MOVED BY: Michel Depratto  
SECONDED BY: Brenda Noble

That the Planning Committee recommend approval of zoning amendment Z-11-2019 and that the application be forwarded to the Council of The Township of North Glengarry for further consideration and approval.

Carried                      Defeated                      Deferred

JA  
MAYOR / DEPUTY MAYOR

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

**TOWNSHIP OF NORTH GLENGARRY  
STAFF REPORT  
PLANNING COMMITTEE MEETING**

**Date:** October 15th, 2019

**To:** Planning Committee Members

**From:** \_\_\_\_\_  
Kasia Olszewska, Planner

\_\_\_\_\_

Sarah Huskinson - CAO/Clerk

---

***Re: Zoning Amendment Z-11-2019***

**Owner:** Martin Campbell

**Property Location:** CON 2 PART LOTS 4 & 5 (22601 Gore Road, Glen Robertson)

**Official Plan designation:** Agricultural Resource Lands

**Zoning designation:** General Agricultural (AG)

**Purpose of application:** to re-zone both the severed and retained lands subject to Consent Application B-16/19. The severed lot is to be re-zoned from Agricultural (AG) to AG-PA to prohibit agricultural uses, and the retained lot is to be re-zoned from Agricultural (AG) to AG-PR to prohibit residential development.

**Discussion:** The subject land area is 46.5 hectares. The applicant received conditional approval from the Counties of SD&G on April 11<sup>th</sup>, 2019 to sever two (2) acres of land deemed surplus to the needs of the farm.

According to the Provincial Policy Statement (2014) lot creation in prime agricultural areas is discouraged and may only be permitted in certain circumstances. A residence surplus to a farming operation is the most common reason and is applicable to this application provided that:

The new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services, and the planning authority ensures that new residential dwellings are prohibited on any remnant parcel or farmland created by the severance.

The SDG Official Plan Policy (8.12.13.3(7)) permits lot creation in agricultural lands for a residence surplus to a farming operation if the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services, and the municipality prohibits further dwellings on the vacant retained lands created by the subject consent.

**Recommendation:** It is the recommendation of the planning department that the application Z-11-2019 be forwarded to the Council of the Township of North Glengarry for further consideration and approval.



**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 28, 2019

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

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

THAT the Council of the Township of North Glengarry adopt the Zoning Amendment by-law Z-12-2019; and

That By-law Z-12-2019 be read a first, second, third time and enacted in Open Council this 28<sup>th</sup> day of October 2019.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

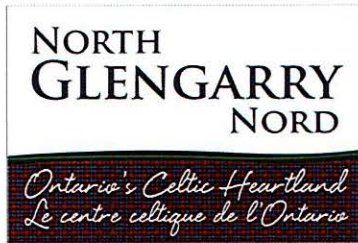
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 6 Item i**



## STAFF REPORT TO COUNCIL

Report No: BP-2019-36

October 28, 2019

From: Kasia Olszewska, Planner

RE: ZONING AMENDMENT Z-12-2019  
LOCATION – 20430 Laggan-Glenelg Road, Dalkeith  
OWNER – Carl Campbell

---

**Recommended Motion:** That the Council of the Township of North Glengarry adopt Zoning By-Law # Z-12-2019.

**Background / Analysis:** An application for a zoning amendment request was presented to the Planning Committee on October 15<sup>th</sup>, 2019. It was recommended that the application be forwarded to the Council of The Township of North Glengarry for further consideration and approval. As per the planning resolution of October 15<sup>th</sup>, 2019, the application is being presented to Council this evening for adoption.

**Alternatives:** Option #1 That Council adopt the by-law as presented

OR

Option #2 Council does not adopt the by-law

**Financial Implications:** No financial implications to the Township

**Attachments & Relevant Legislation:**

- By-Law Z-12-2019
- Resolution of October 15<sup>th</sup>, 2019
- Planning Committee Report from October 15<sup>th</sup>, 2019

**Others consulted:**

Signed by Sarah Huskinson – CAO/Clerk

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY**

**BY-LAW NO. Z-12-2019**

**BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 39-2000**

**WHEREAS** By-Law No. 39-2000 regulates the use of land and erection of buildings and structures within the Township of North Glengarry, County of SD & G;

**AND WHEREAS** the Council of the Corporation of the Township of North Glengarry deems it advisable to amend By-Law 39-2000 as hereinafter set forth;

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

1. Notwithstanding the provisions of Section 11.2 to the contrary, on the lands described as being Concession 6, Part Lot 36 (20430 Laggan-Glenelg Road, Dalkeith) Township of North Glengarry zoned General Agricultural Special Exception 180 (AG-180) and General Agricultural Special Exception (AG-PR) on Schedule "A" attached hereto, the following provisions shall apply:
  - i) Special Exception AG-180: no agricultural uses shall be permitted on the severed lands, to permit a lot frontage of 10m, to recognize the existing barn as an accessory building and not a livestock facility, and to permit an accessory building taller than 5m.
  - ii) Special Exception AG-PR: no residential uses shall be permitted on the retained lands.
2. That Schedule "B" of By-Law 39-2000 is hereby amended by changing the "AG" Zone Symbol on the severed lands to "AG-180" on the Schedule "A" hereto.
3. That Schedule "B" of By-Law 39-2000 is hereby amended by changing the "AG" Zone Symbol on the retained lands to "AG-PR" on the Schedule "A" hereto.
4. That Schedule "A" attached hereto is hereby made fully part of the By-Law.

This By-Law shall come into effect on the date of passing hereof subject to the provisions of the Planning Act.

**READ** a first, second, third time and enacted in Open Council, this 28<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
CAO/Clerk/Deputy Clerk

\_\_\_\_\_  
Mayor/Deputy Mayor

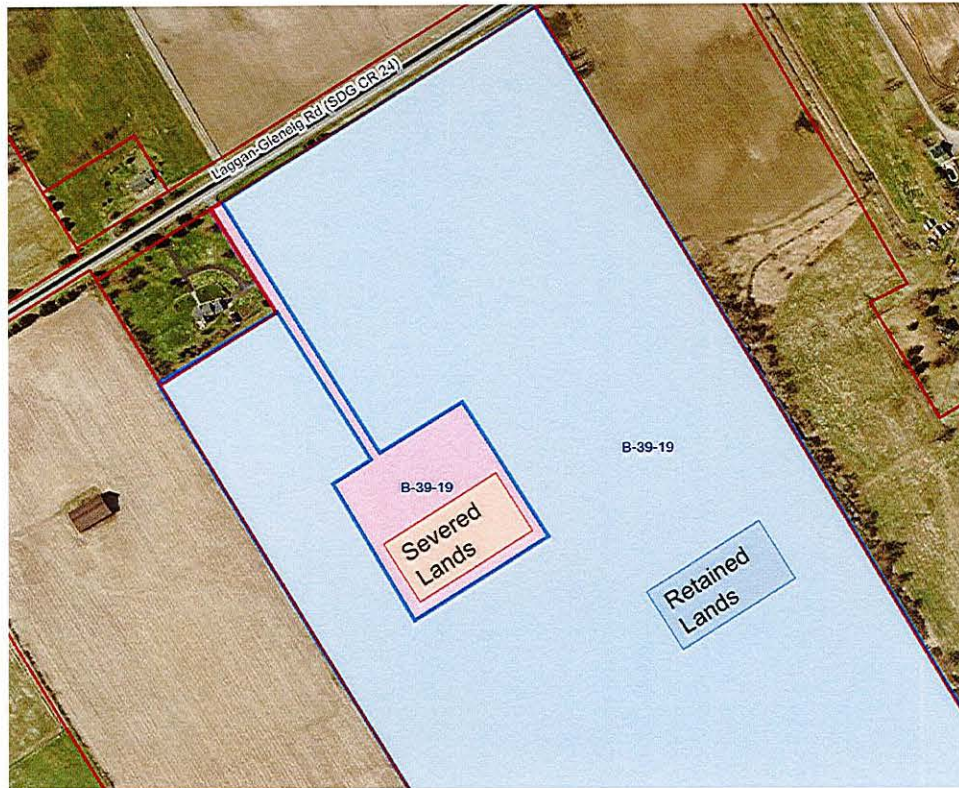
I, hereby certify that the forgoing is a true copy of By-Law No. Z-12-2019, duly adopted by the Council of the Township of North Glengarry, on the 28<sup>th</sup> day of October, 2019.

\_\_\_\_\_  
Date Certified

\_\_\_\_\_  
Clerk / Deputy Clerk

**SCHEDULE "A"  
TO BY-LAW NUMBER Z-12-2019**

**Legend  
Subject Property  
Zone Change to "AG-180 and AG-PR"**



**Concession 6, Part Lot 36  
Township of North Glengarry  
United Counties of Stormont, Dundas & Glengarry**

**This is Schedule "A" to By-Law Z-12-2019  
Passed this 28<sup>th</sup> day of October, 2019**

---

**Mayor/Deputy Mayor**

---

**CAO/Clerk/Deputy Clerk**





Jacques

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

**DATE: October 15th, 2019**

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

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

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

**That the Planning Committee recommend approval of zoning amendment Z-12-2019 and that the application be forwarded to the Council of The Township of North Glengarry for further consideration and approval.**

**Carried**  
\_\_\_\_\_

**Defeated**  
\_\_\_\_\_

**Deferred**  
\_\_\_\_\_

  
\_\_\_\_\_  
**MAYOR / DEPUTY MAYOR**

**YEA                      NEA**

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

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

**TOWNSHIP OF NORTH GLENGARRY  
STAFF REPORT  
PLANNING COMMITTEE MEETING**

**Date:** October 15th, 2019

**To:** Planning Committee Members

**From:** \_\_\_\_\_  
Kasia Olszewska, Planner

\_\_\_\_\_  
Sarah Huskinson - CAO/Clerk

---

***Re: Zoning Amendment Z-12-2019***

**Owner:** Carl Campbell

**Property Location:** CON 6 PART LOT 36 (20430 Laggan-Glenelg, Dalkeith)

**Official Plan designation:** Agricultural Resource Lands

**Zoning designation:** General Agricultural (AG)

**Purpose of application:** To re-zone both the severed and retained lands subject to Consent Application B-36/19.

The severed lot is to be re-zoned from Agricultural (AG) to Agricultural special exception (AG-180) to prohibit agricultural uses, to acknowledge the shortage of the required minimum lot frontage (45m is required and 10m is proposed), to recognize the existing barn as an accessory building and not a livestock facility, and to permit an accessory building taller than 5m.

The retained lot is to be re-zoned from Agricultural (AG) to special exception AG-PR to prohibit residential development.

**Discussion:** The subject land area is 211 acres. The applicant received conditional approval from the Counties of SD&G on August 7th, 2019 to sever 3.7 acres of land deemed surplus to the needs of the farm.

According to the Provincial Policy Statement (2014) lot creation in prime agricultural areas is discouraged and may only be permitted in certain circumstances. A residence surplus to a farming operation is the most common reason and is applicable to this application provided that:

The new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services, and the planning authority ensures that new residential dwellings are prohibited on any remnant parcel or farmland created by the severance.

The SDG Official Plan (Policy 8.12.13.3(7)) permits lot creation in agricultural lands for a residence surplus to a farming operation if the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services, and the municipality prohibits further dwellings on the vacant retained lands created by the subject consent.

**Recommendation:** It is the recommendation of the planning department that the application Z-12-2019 be forwarded to the Council of the Township of North Glengarry for further consideration and approval.

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 28, 2019

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

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

THAT the Council of the Township of North Glengarry rescind By-Law 43-2013 and adopt By-Law 43-2019 to endorse the updated operational plan under the Township of North Glengarry's drinking water quality management system (DWQMS); and

That By-law 43-2019 be read a first, second, third time and enacted in Open Council this 28<sup>th</sup> day of October 2019.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 6 Item j**





## STAFF REPORT TO COUNCIL

October 23, 2019

From: Michel Riberdy – Director of Public Works

RE: DWQMS Endorsement

---

### **Recommended Motion:**

THAT the Council of the Township of North Glengarry rescind By-Law 43-2013 and pass a By-Law to endorse the updated operational plan under the Township of North Glengarry's drinking water quality management system (DWQMS).

### **Background / Analysis:**

As part of the Township of North Glengarry's municipal drinking water license, there is a requirement to develop and maintain an operational plan. A copy of the plan is available on the Township's website. The operational plan required updating due to a change in the management standard and major system description changes, such as the inclusion of the Maxville Drinking Water System and the process changes to the Alexandria Water Treatment Plant.

Commitment and endorsement of this operational plan is an essential element in the implementation and continual maintenance of the quality management system. Without a commitment from top management, the entire system would be at risk of failure on multiple levels.

By committing to and endorsing the operational plan, top management is demonstrating compliance with drinking water legislation and conformance to the Drinking Water Quality Management Standard (DWQMS).

### **Financial Implications:**

N/A

**Others Consulted:**

Angela Cullen, Waterworks Foreperson  
Dean McDonald, Environmental Services Manager

**Attachments:**

By-Law 43-2019  
Endorsement Sign Off

**Comments:**

N/A

Signed by Sarah Huskinson – CAO/Clerk

**CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY**

**BY-LAW No. 43-2019**

**BEING** a by-law of the Township of North Glengarry endorsing the updated operational plan under the Township's drinking water quality management system.

**WHEREAS** Section 5 of the Municipal Act 2001, S.O. 2001, c.25, the powers of a municipal corporation are to be exercised by its Council;

**AND WHEREAS** the Municipal Act 2001 (Ontario), as amended, (the "Act") provides that a municipal power shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

**AND WHEREAS** the Safe Drinking Water Act (2002) requires Owners and Operating Authorities of municipal residential drinking-water systems to have an accredited operating authority;

**AND WHEREAS** an accredited operating authority must establish and maintain a Quality Management System (QMS) consisting of an Operational Plan;

**AND WHEREAS** the Township of North Glengarry deems it expedient to update the endorsement of the Township's operational plan as part of ongoing maintenance of the operational plan,

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

That the Operational Plan dated October 1, 2019 is hereby endorsed by the Mayor and fellow Council members of the Township of North Glengarry;

**AND FURTHER**, as a result of the endorsement, staff shall carry out all components outlined in the plan;

**AND FURTHER**, that the by-law shall come into force on the date of its passing.

**AND FURTHER**, that by-law 43-2013 be rescinded.

**READ** a first, second and third time and duly enacted the 28<sup>th</sup> day of October 2019.

\_\_\_\_\_  
**CAO/ Clerk/ Deputy Clerk**

\_\_\_\_\_  
**Mayor/ Deputy Mayor**

I, hereby certify that the forgoing is a true copy of By-Law No. 43-2019, duly adopted by the Council of the Township of North Glengarry, on the 28<sup>th</sup> day of October 2019.

\_\_\_\_\_  
**Date Certified**

\_\_\_\_\_  
**CAO/Clerk / Deputy Clerk**

Document Title: QMS Commitment and Endorsement Sign-Off	QMS Form Number: QMS SYS-E1
	Revision Number: v1
Authorized By: Angela Cullen	Issue Date: June 28, 2019
	Revision Date: June 28, 2019

## Commitment and Endorsement

The Township of North Glengarry, as the system owner, supports the development, the implementation, and the on-going maintenance of the Drinking Water Quality Management System (DWQMS). Endorsement of this operational plan acknowledges the roles and responsibilities of each party to ensure to on-going operation and improvement of this system.

**The Mayor and Councilors of North Glengarry**, representing the Owner, acknowledges their responsibility to ensure the provision of all necessary resources for the maintenance of:

- The waterworks infrastructure, and
- The Quality Management System.

**Top Management of the Operating Authority**, represented by the Township's CAO, Director of Public Works and the Environmental Services Manager, commits to:

- Ensure a Quality Management System is in place that meets the requirements of the Drinking Water Quality Management Standard,
- Ensure that the Operating Authority is aware of all applicable legislative and regulatory requirements,
- Effectively communicate the Quality Management System according to the communications procedure in this Operational Plan, and
- Determine, obtain or provide the resources needed to maintain and continually improve the Quality Management System.

**The DWQMS Representative**, appointed by Top Management of the Operating Authority, understands and acknowledges the responsibilities inherent to the role, and commits to:

- Administer the Quality Management System by ensuring that processes and procedures needed for the Quality Management System are established and maintained,
- Report to Top Management on the performance of the Quality Management System and any need for improvement,
- Ensure that current versions of documents required by the Quality Management System are being used at all times,
- Ensure that personnel are aware of all applicable legislative and regulatory requirements that pertain to their duties for the operation of the subject system, and
- Promote awareness of the Quality Management System throughout the Operating Authority.

### Signed, on behalf of the Owner

\_\_\_\_\_

Date

\_\_\_\_\_

*Mayor (Owner) Jamie MacDonald*

\_\_\_\_\_

Date

\_\_\_\_\_

*Chief Administrative Officer/Clerk (Top Management) Sarah Huskinson*

### Signed, on behalf of the Operating Authority

\_\_\_\_\_

Date

\_\_\_\_\_

*Director of Public Works (Top Management) Michel Riberdy*

\_\_\_\_\_

Date

\_\_\_\_\_

*Environmental Services Manager (Top Management) Dean McDonald*

\_\_\_\_\_

Date

\_\_\_\_\_

*Water Works Foreman (QMS Representative/Operating Authority) Angela Cullen*



# **Section 7**

**UNFINISHED**

**BUSINESS**

# **Section 8**

## **CONSENT AGENDA**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 28, 2019

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

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

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**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 8**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 23, 2019

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

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

THAT the Committee of the Whole receives Staff Report No. AD-2019-17,

AND that the Committee of the Whole recommends that Council approves the following attendees for the 2020 conferences:

ROMA – \_\_\_\_\_

OGRA – \_\_\_\_\_

AMO – \_\_\_\_\_

OEMC – \_\_\_\_\_

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

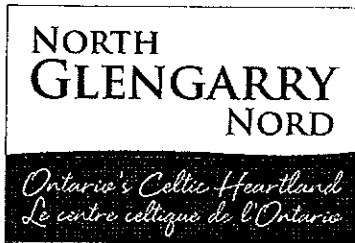
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 5 (a)**



## **STAFF REPORT TO COUNCIL**

Report No: AD-2019-17

October 23, 2019

From: Sarah Huskinson – Chief Administrative Officer/ Clerk

RE: 2020 Conferences

---

### **Recommended Motion:**

THAT the Committee of the Whole receives Staff Report No. AD-2019-17,

AND that the Committee of the Whole recommends that Council approves the following attendees for the 2020 conferences:

ROMA –

OGRA –

AMO –

OEMC –

### **Background / Analysis:**

Each year there are many learning and networking opportunities for Council, including four main conferences: ROMA, OGRA, AMO and OEMC.

- ROMA – Rural Ontario Municipal Association – Toronto – January 19 to 21, 2020
- OGRA – Ontario Good Roads Association – Toronto – February 23 to 26, 2020
- AMO – Association of Municipalities Ontario – Ottawa – August 16 to 19, 2020
- OEMC – Ontario East Municipal Conference – Cornwall – September 16 to 18, 2020

To allow staff to register attendees on time, to take advantage of early registration discounts and premium locations for hotels, we are asking that Council to choose their conferences well in advance. The operating budget for Council attendance at conferences allows for two conferences per year, with the exception of the Mayor and Deputy Mayor whom are allotted additional conferences through the County.



**Alternatives:**

Option 1: THAT Committee of the Whole recommends that Council approves the 2020 conference attendees as listed.

Option 2: THAT the Committee of the Whole recommends Council not to approve the 2020 conference attendees as listed.

**Financial Implications:**

The operating budget includes funds set aside for Council education.

**Attachments & Relevant Legislation:**

None.

**Others Consulted:**

None.

Signed by Sarah Huskinson  
Chief Administrative Officer/ Clerk

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 23, 2019

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

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

THAT the Committee of the Whole receives Staff Report No. AD-2019-19 CAO/Clerk 2019 Workplan.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 5 (c)**



## **STAFF REPORT TO COUNCIL**

Report No: AD-2019-19

October 23, 2019

From: Sarah Huskinson – Chief Administrative Officer/ Clerk

RE: Workplan Report

---

### **Recommended Motion:**

THAT the Committee of the Whole receives Staff Report No. AD-2019-19

### **Background / Analysis:**

The CAO/Clerk's Department is presenting Council's with their workplan for 2019. There is a great deal of policy work to be done, and larger projects like the strategic plan and meeting management software implementation to be completed. Details and timelines are attached for Council's review.

### **Alternatives:**

None.

### **Financial Implications:**

None.

### **Attachments & Relevant Legislation:**

None.

### **Others Consulted:**

None.

Signed by Sarah Huskinson  
Chief Administrative Officer/ Clerk

CAO/Clerks Department Tasks		Deliverable	Involvement	2019				2020	Progress
				Q1	Q2	Q3	Q4		
Strat Plan									
Policies	Code of Conduct for Council	Report to Council	SH, Council			Yellow	Blue		
	Communications Plan	Internal Document	SMT			Yellow	Blue		
	Complaints Protocol Policy	Internal Document	SH, Council			Yellow	Blue		
	Council Staff Relations Policy	Report to Council	SMT, Council			Yellow	Blue		
	Delegation of Authority By-Law	Report to Council	SH, LL			Yellow	Blue		
	HR Policy	Report to Council	SMT			Yellow	Blue		
	Indemnification By-law				Yellow	Blue		Complete October 2019	
	Records Management Policy	Report to Council	SH, LL				Yellow	Blue	
	Workplan Violence and Harrassment Policy	Report to Council	SMT, Council	Yellow	Blue			Complete May 2019	
Other	Accountabilty and Transparency Policy	Ongoing	SH	Blue				Complete in March 2019	
	Appointment of Integrity Commissioner	Report to Council	SH			Blue		Complete in September	
	Customer Service Training	Training	All Staff		Blue		Blue	Ongoing	
	Emergency Management Training	Training	EMC		Blue			Complete in July	
	E-Scribe Meeting Management	Program	SH, LL, JD	Yellow	Blue			Training has started. Implementation in October	
	HR filing system	Internal Document	SH, JD			Yellow	Blue		
	Information Technology Replacement Plan	Internal Document	SH, RE			Yellow	Blue		
	Investigation	Ongoing	SH			Yellow	Blue	Ongoing	
	Legal Matters	Ongoing	SH					Ongoing	
	Review of Municipally Owned Land	Internal Document	SMT		Yellow	Yellow	Blue		
	Strategic Plan	Report to Council	Staff, Council	Yellow	Yellow	Blue		Complete in October 2019	
	Wellness Program	Program	SH, JD	Yellow	Blue			Committee has been established	

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 23, 2019

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

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

THAT the Committee of the Whole receives Staff Report No. CS-2019-13 Community Services Department 2019 Workplan – October update.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

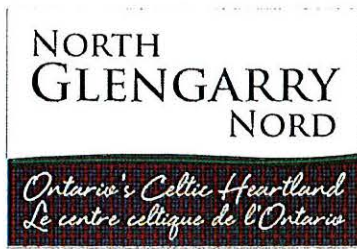
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 5 (e)**





## COMMITTEE OF THE WHOLE

### KEY INFORMATION REPORT

Report No: CS-2019-13

October 23, 2019

From: Anne Leduc – Director of Community Services

RE: Community Services Department 2019 Work Plan – October Update

---

#### **Recommended Motion:**

THAT the Committee of the Whole receives Staff Report No. CS-2019-13.

#### **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

#### **Employment Updates:**

*Program Coordinator* – Ms. Samantha Dexter was hired as the Township's new Program Coordinator and started in that role on October 15<sup>th</sup>. She will be working from the Dome for the most part.

**Business & Community Awards Gala** – The event was held on September 26<sup>th</sup> at the Maxville & District Sports Complex with 146 attendees and was deemed to be a success by all.

#### **Grants:**

*Seniors Community Grant* – In May the Township, in partnership with the Seaway Valley Community Health Centre, the Eastern Ontario Health Unit and the Centre de santé communautaire de l'Estrie applied for the Seniors Community Grant Program for funding to train community-based Senior Fitness Trainers to give Fall Prevention and Exercise sessions in English and in French to seniors in the region. The grant was approved and the parties are working together to develop the program.

Celebrate Canada Grant – The application for funding to Celebrate Canada was submitted on October 16<sup>th</sup>. Successful applicants should hear back by the end of March 2020. These funds are used to support the Canada Day activities in the Township.

## EVENTS AND ACTIVITIES

**Alexandria Bright Nights** – The installation of the LED lights originally planned for October 19<sup>th</sup> has been postponed to November 2<sup>nd</sup> due to the heavy rains.

**Boys and Girls Club Activities** – Township staff has met with the organization which was successful in obtaining a grant to give cooking and nutrition classes to youth. The group toured the Glengarry Sports Palace and Island Park facilities and should confirm which space would be best suited to this program.

**Little Sens Program** – The Little Sens program ran between September 7<sup>th</sup> and October 6<sup>th</sup> at the Glengarry Sports Palace with 45 youth registered. The Alexandria Minor Hockey Association and the Glengarry Highlanders Girls Minor Hockey Association provided coaches to run this program.

This was a highly successful program and we are hopeful that the Senators will consider reinstating it for 2020 given the little uptake by communities to the *National Hockey League Players' Association's* First Shift Program.

**Swimming Lessons at Island Park** – Staff has been working with the personnel from the HGMH but notwithstanding this, we are looking into the conditions and cost to certify the beach on our own.

**Yoga** – The Fall Yoga Session started on September 9<sup>th</sup> and will finish on November 16<sup>th</sup>, 30 individuals have registered for these classes.

## FACILITIES

### Glengarry Sports Palace

Alexandria Library – The renovation of the bathroom in the Alexandria Library is near complete.

Technical Standards & Safety Association – The facility received the visit of the TSSA inspector on October 7<sup>th</sup>. Minor compliance issues (advisories on external doorways, Lock-out procedures, etc.) were cited and staff is working to meet these requirements prior to the November 6<sup>th</sup> deadline.

### Island Park

Sinks – The new stainless sinks were installed in the ladies and men's bathrooms. Painting still remains to be done.

### King George Park

Murale – Mr. Allan MacEwen has graciously given permission to the Township to install a mural on the north side of the building that houses Muir's Bakery. The mural, which is presently in production, is a reproduction of the Main Street postcard. An official unveiling will be organized once the mural is installed.

### **Maxville & District Sports Complex**

Sinks – The sinks are being produced for the facility and should be installed before the end of November.

### **Tim Hortons Dome**

Advertising on Doors – Mr. Jeremy Dubeau has secured advertising on four lobby doors for a period of 3 years. The doors will be “wrapped” in vinyl at the expense of the advertiser.

### **Other**

Glen Robertson Playground Equipment – A new play structure has been received. Staff will be meeting with the installer to determine the best location for the structure.

## **COMMENTS**

This report is presented for information purposes only.



	Community Services Tasks	Deliverable	Involvement	2019				2020	Progress
				Q1	Q2	Q3	Q4		
Strat Plan	Draft Action Plan prepared	Completed	AL						
Capital Projects	Dome - Counter Reno	Ongoing	AL, JD						
	Dome - Floor Reno	Ongoing	AL, JD						
	EcDev - Branding Signage (Parks)	Ongoing	TK						
	EcDev - Interpretive Panels	Ongoing	TK						
	Glen Robertson Playground Equipment	Ongoing	AL					Glen Robertson has not selected equipment to date.	
	GSP - Condenser Water Supply Tank	Completed	RW						
	GSP - Stove for Community Kitchen	Ongoing	RW						
	IP - Change Tables & Sink	Ongoing	AL, JD						
	IP - Micro Nets	Completed	AL, JD						
	IP - Outdoor Exercise Equipment	Report to COTW	AL, JD					Glengarry Community Living	
	IP - Removal of Band Shell	Completed	JD						
	IP - Soccer Benches & Cement Work	Report to COTW	JD						
	KingGpk - Electrical Panel	Ongoing	JD						
	Millsq - Architectural Design	Ongoing	AL						
	MSC - Counters Bathrooms	Ongoing	JA						
	MSC - QEL Amonia Detector	Completed	JA						
MSC - Water lateral Connection	Completed	AL, JA							

	Community Services Tasks	Deliverable	Involvement	2019				2020	Progress
				Q 1	Q 2	Q 3	Q 4		
Other	Admin - Business & Community Awards Gala	Ongoing	AL, TK, MD	Yellow	Yellow	Purple			
	Admin - Hiring Program Coordinator	Ongoing	AL, SH			Purple			
	Admin - Ice Contract Forms - 2019 Fall Pre-Ice Season	Completed	AL, MD	Purple					
	Admin - Ice Contract Forms 2019 / 2020 Season	Completed	AL, MD	Yellow	Purple				
	Admin - Lighting of Island Park	Ongoing	AL, JD & Others	Yellow	Yellow	Yellow	Purple		
	Admin - Recreation Policies and Procedures	Ongoing	AL, JA, JD, RW	Green	Yellow	Yellow	Yellow	Yellow	
	Admin - Staff Regulatory Training	Ongoing	AL, JA, JD, RW	Green	Yellow	Yellow	Yellow	Yellow	
	Admin - Grants - Celebrate Canada - Reporting for 2019	Completed	AL	Yellow	Yellow	Purple			
	Admin - Grants - Celebrate Canada - Application 2020	Completed	AL			Purple			
	Admin - Grants - Seniors	Ongoing	AL	Yellow	Yellow	Yellow			
	Admin - Grants - Young Canada Works	Completed	AL	Yellow	Yellow	Purple			
	Fall Prevention and Exercise Program	Ongoing	AL / EOHU / etc.		Green	Yellow			Partnership EOHU/SWH/CSCE
	ComDevCttee - Terms of Reference	Report to Council	AL	Yellow	Purple				
	Dome - Membrane repairs	Completed	AL, JD			Purple			
	Dome - Programming - Competitive Soccer League	Ongoing	AL, JD, Prog. Coord.	Yellow	Yellow	Yellow			
	Dome - Programming - 2018/2019 Flag Football	Completed	AL, JD	Purple					
	Dome - Programming - Running Program 2019 Session 1	Completed	AL, JD	Purple					



Dome - Programming - Running Program 2019 Session 2	Ongoing	AL, JD	Yellow	Blue				
Dome - Programming - Track for Seniors	Ongoing	AL, JD	Green	Yellow	Blue			
Dome - Programming - 2018/2019 Women's Volleyball	Completed	AL, MD, JD	Blue					
Dome - Programming - 2019/2020 Women's Volleyball	Ongoing	AL, MD, JD, SD		Yellow	Yellow	Yellow	Yellow	Extends into March 2020
Dome - Programming - 2019 Youth Floor Hockey	Ongoing	AL, MD, JA, RW	Yellow	Yellow	Blue			
Dome - Reinstatement of flood damages	Completed	AL, JD	Yellow	Yellow	Blue			
Dome, GSP, MSC, IP - Programming - 2019 Family Day	Completed	Rec Dept	Blue					
Dome, GSP, MSC, IP - Programming - 2019 March Break	Completed	Rec Dept	Blue					
GSP - Audit	Ongoing	AL, MD	Yellow	Blue				Waiting for comments from Welch
GSP - Boardroom renovations	Completed	RW	Blue					
GSP - Door replacement	Completed	AL, RS		Yellow	Blue			
GSP - Debt recovery - Glengarry Highlanders	Completed	AL, Finance	Blue					
GSP - Programming - Yoga 2019 Session 1 Spring	Completed	AL, MD	Blue					
GSP - Programming - Yoga 2019 Session 2 Late Spring	Completed	AL, MD	Yellow	Blue				
GSP - Programming - Yoga 2019 Session 3 Fall	Completed	AL, MD		Yellow	Blue			
GSP - Programming - Kickball 2019	Completed	AL		Blue				Postponed due to lack of registrations
GSP - Programming - Little Sens 2019 Fall	Completed	AL, MD		Yellow	Blue			
GSP - Alexandria Library - Accessible Bathroom	Ongoing	AL, RW		Green	Yellow			Design & quotes / Construction in Sept.
GSP - Accessible sidewalk front of building	Ongoing	AL, RW		Yellow	Yellow			

GSP - Staff hirings	Completed	AL							
GSP, IP - Soccer Fields (Preparation & Closures)	Completed	AL, JD, RW							
GSP, MSC - Plant Lock-out Tag-Out Procedures	Completed	AL, RW, JA							
GSP, MSC - Programming - Floor Hockey	Completed	AL, MD, JA, RW							
GSP, MSC - Refrigeration Plant Certification TSSA	Completed	AL, RW, JA							
GSP, MSC - TSSA Lock-out procedure	Completed	AL, JA, RW							
IP - Aquatic Vegetation Removal Permit	Completed	AL							
IP - Aquatic Vegetation Removal DFO Report	Completed	AL							
IP - Geese Mitigation Program	Completed	AL, Rec Staff							
IP - Geese Mitigation Program Report	Completed	AL							
IP - Programming - 2019 Swimming Lessons	Ongoing	AL							
IP - Programming - Summer Camp	Completed	AL							
IP - Programming - Boys and Girls Club	Ongoing	AL, MD, JD							
IP - Sidewalk Repair	Completed	JD							
IP, GSP, Dome - Fall/Winter Activities Boys & Girls Club	Ongoing	AL							IP - Tuesdays, GSP/Dome - Thursdays
MSC - Community Hall Accessible Door	Completed	AL, JA							
MSC - Heating renovations	Completed	AL, JA							
MSC - Programming - Kilt Skate	Completed	AL, TK & Others							

Preparation  
Execution  
Complete

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 23, 2019

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

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

THAT the Committee of the Whole receives Staff Report No. COW-TR-2019-29 the Director of Finance/Treasurer 2019 Workplan updated for September.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

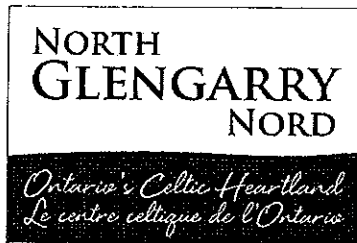
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 5 (f)**



## STAFF REPORT TO COUNCIL

Report No: COW TR2019-29

October 21, 2019

From: Kim Champigny – Director of Finance/Treasurer

RE: 2019 Workplan – Updated for September

---

### Recommended Motion:

THAT the Committee of the Whole receives Staff Report No. COW TR2019-29 – the Director of Finance/Treasurer 2019 Workplan updated for September 2019.

### Background / Analysis:

The Treasury Department is presenting to the Committee of the Whole their workplan updated as of September 2019. There is a great deal of policy work to be done to ensure transparency and consistency. Policies planned include: water/wastewater billing and collection policy; accounts receivable policy; and current policies that need updating.

The Asset Management Software implementation is a large project with tight deadlines due to the deadline for completion to be eligible for funding. Training has been completed and there is still financial information that needs to be input. We are behind schedule but since the consultant has been paid for a significant portion, we will still be applying for the grant portion of this project. Although the data in the software is not perfect, it is a great starting place for moving forward in recording our assets.

The tax department continues to be diligent in collecting arrears. We have 10 registered properties that will be advertised for tax sale starting in December.

The third quarter CWWF federal portion of the Maxville water project claim has been submitted.

Funding has been approved by Infrastructure Ontario for \$7.5 million. The funding should be received by the end of November. Interest rate for this loan is 2.84% over a 30 year term.

The 2020 budget is underway, and departments have submitted their capital requirements. There is still plenty to do for operating, payroll and the summaries for the departments. The CAO and I will be reviewing capital soon.

**Alternatives:**

None.

**Financial Implications:**

None.

**Attachments & Relevant Legislation:**



None.

**Others Consulted:**

Signed by Sarah Huskinson, CAO/Clerk



	Treasury Department Tasks	Deliverable	Involvement	2019				2020	Progress
				Q1	Q2	Q3	Q4		
Strat Plan	Update provided to CAO	Template Completed	KC						
Policies	Accounts Receivable Policy	Policy approved by Council	SM,KC						
	Utility Billing Policy	Policy approved by Council	SM,KC						
	Travel Policy	Policy approved by Council	KC, SH						Approved by council
	Review Records Retention Policy	Policy approved by Council	KC, SH						
	New Check Pro procedures have been documented	Procedure created	SM,KC						
Other	Asset Management Software Implementation	Software installed and staff trained resulting in a usable product	Dept						Resources to complete could be an issue
	Council Remuneration Bylaw	Bylaw Approved	KC, SH						
	Review Tax Arrears, more letters, and tax collection	Increased Collections, reduced arrears and increased cash flow	LL, KC						
	Sale of 2018 registered tax sale property	Cash for sale of property	KC, RM, SH						Potential of over 10 properties for sale in the fall.
	Water rates Maxville	Confirmed water rates approved for Maxville	KC, RM, SH						
	10 year capital plan template to directors	Plan sent and completed by Directors for 2020 budget	KC, Directors						
	Rescind FGT bylaw for bridges only	Rescind Bylaw	KC						
	Variance reports - Monthly to Directors	Variance reports delivered to Directors	KC						
	2020 Budget	Budget complete	KC, Directors						
	A/R and Utility training for backup	Trainee completes A/R	KC, SM, JD						
	A/P training for backup	Trainee completes A/P	KC, RK, JD						
	Payroll training for backup	Trainee completes payroll	KC, RK, JD						
	RBC Form 349	Form submitted to RBC	KC						
	Hire New Tax Collector	Tax Collector Hired	KC, LL, RK						
	Municipal Audit	Audit Complete	KC, RK, SM, LL, LL						
	Maxville Water Project Funding	Funding from grants or LTD complete	KC, RK						Funding approved by Infrastructure Ontario
	Checkpro Automatic Deposit	Automatic Cheque Deposits	KC, SM, LL						Great, efficient tool with backup staff positions.
	Employee BBQ	BBQ complete	All employees						Sarah set it for June
	Year End Financial Processing	Audited financial statements	SM, RK, KC						
	CWWF Claim Jan 1 - Mar 31/19	Claim submitted	KC						Claim is \$1,241,080
	CWWF Claim Apr 1/19 - Jun 30/19	Claim submitted	KC						
	CWWF Claim Jul 1/19 - Sep 30/19	Claim submitted	KC						
	ICIP Grant application Creek Road Bridge	Claim submitted	KC						Application Submitted
	OCIF Annual Reporting	Claim submitted	KC						Due end of June
	Main Street Revitalization Grant reporting	Claim submitted	KC						Submitted Ma/19
	Creation of new building permit deposit tracking form	Balances to GL monthly	KC, JR, CL						Procedures clarified. Hopefully perfect for Q2
	Creation of cost centres for capital	Cost centres complete	KC, SMT						
	Creation of Tax Bill Inserts	inserts	KC, TK, SH						
	Variance reports - Quarterly to council		KC						
	Tax Arrears Collection reports - Quarterly to Council								

Preparation   
Execution   
Complete 

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 23, 2019

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

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

THAT the Committee of the Whole receives Staff Report No. BP-2019-32 – Planning/Building & By-law Enforcement update – 2019 Workplan.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

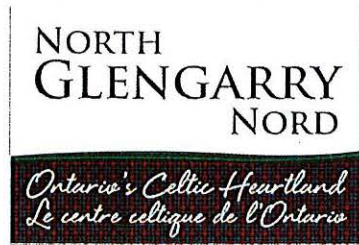
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 5 (g)**



## STAFF REPORT TO COMMITTEE OF THE WHOLE

Report No: BP-2019-32

October 23, 2019

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

**RE:** 2019 Work Plan

---

### **Recommended Motion:**

THAT the Committee of the Whole receives Staff Report No. BP-2019-32 – the Director of Building, By-law & Planning 2019 Work Plan.

### **Background / Analysis:**

The Building, By- Law & Planning Department is presenting the Committee of the Whole with their work plan update for 2019.

## **BUILDING**

### **Maxville Water Project**

An information and checklist is available to the public for better understanding of the process. Permits, regulated by the Building Code Act, will be issued for every connection, and inspections will have to be conducted. A Building Permit Application that is signed by an owner gives the Chief Building Official the right of entry inside a building to inspect, as per Building Code Act. Many applications already have been submitted. Many connections are also already completed, waiting for water to be available to connect to potable water system. Numbers are being compiled by Dave Malcolm.

### **Building Permit Application & Tracking Software**

The IT department and CBO attended a presentation on a software for Building Permits issuance, tracking and inspection. The software appears like it's working well for a building department but is very expensive to buy the software and maintenance/updates also very expensive. 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. We are checking into potentially at By-law and Planning tracking in the same software, which would make it even more useful.

### **Review of Sign By-law**

The sign By-law will be reviewed at the end of 2019, or early 2020. Location, size, temporary or permanent, fees, will be some if the reviewed items.

### **Review of Civic Number By-law**

The sign By-law will be reviewed at the end of 2019, or early 2020. The new Farm 911 will be merged with the civic By-law. We will be reviewing application system, installation guide, etc.

### **Outstanding Building Permits (Hospital/Schools)**

Like most other Townships, North Glengarry has a lot of outstanding Building Permits. Along with the Administrative Assistant, we are trying to close as many as possible, especially in public places like the hospital and the schools. Note that since the "Performance Deposits" have been implemented, we are seeing less and less outstanding permits. Performance Deposits income will start bringing in income in 2020.

### **Building Permits**

We are currently close to 210 Building Permits that have been issued in 2019, a little more than last year. That includes SFD, decks, pools, livestock facilities, demolitions, etc.

## **BY-LAW ENFORCEMENT**

### **Creation of Animal Control By-law**

The By-law Enforcement Officer and the Department are currently working on a new Animal Control By-law, which would include dogs and an Exotic/Prohibited Animal By-law. We already have the Dog By-law but as the dog catcher duties will change, that By-law will also need to be updated. We currently do not have an Exotic/Prohibited Animal By-law.

### **Review Dog Catcher Duties**

There is currently an agreement in place for all Townships of SDG for a dog catcher until the end of March 2020 but we are looking into some other options for after. We recently decided that it was of best interest for North Glengarry to pull out of a joint kennel for animal control throughout the United Counties. We will be looking at veterinary clinics, kennels and local farmers and evaluate what the best process would be.

### **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.

## **PLANNING**

### **Draft Zoning By-law Review (2017)**

The Planner held conference call with JL Richards and was updated on the project status since Gerry's departure from the Township. Currently working on an extensive detailed log of past ZBA and MV applications for analysis to create new 'zones' to accommodate repetitive amendments within new zones. The next step is creating a matrix chart to identify major gaps in the 2000 Comprehensive ZBL, identify parts of the 2017 review that can be incorporated into the current review, and moving forward.

### **Update of current GIS**

A GIS technician was hired to update the GIS planning layers. Currently working with the Planner and IT to update all layers for new updated GIS. The GIS technician contract was extended until the end of 2019 for now. The department is evaluating the value of a GIS/IT technician for a new building permit/by-law application that needs a major upgrade.

### **Cannabis use - Zoning By-law Amendment**

The Planning Department completed Cannabis Zoning By-law Amendment and Cannabis Retail Application Review Policy documents. The documents are currently being reviewed and will then submit for approval.

### **Main Street Renewal Project**

A discussion on the status of Main Street Renewal Project was done with Ryan before his departure. Currently the project is suspended until the new Director commences his work at the Township. County level main street consultations to take place late summer/fall 2019 or spring 2020.

### **Town Core & Rural Cycling Project**

The Planner attended the Annual Active Transportation Summit in South Stormont, useful materials and ideas were collected. The ideas were also discussed with the Economic Development Officer. Both will be collaborating with the public works department and the recreation department on the project to create a more bike friendly town core and expand/improve the recreational trails network.

### **Forest Conservation By-law**

The draft documents for the Forest Conservation By-law and application are completed. We are now waiting some comments from Conservation Authorities to implement the By-law. It will be made available to public soon for comments and concerns. The By-law will then be reviewed and implemented with the public's comments. The plan is to also assign Set Fines to the By-law for a easier way to enforce it. The By-law is currently in review by Township staff to try simplify the entire process and streamline it.



**LPAT Official Plan Appeal**

The Planning Department is working together with SDG Counties and Township planners, attending bi-monthly half day meetings for discussing the process and moving forward in the appeal.

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

Also working on several files with applicants that will be forwarded to Council in due time. The meetings with customers are daily for pre-consultations, review of applications. Discussing possibilities in English and French.

**Severance Process – SDG vs Township**

The Planning Department will put together a short presentation/information session to explain precisely how the process works and who is responsible for what. Also review legislation to know more about the “flag lots” issues.

**Bed & Breakfast – Air B & B**

The Planning Department will put together a short presentation/information session to explain the requirements and when the Township needs to get involved, Planning, Building and By-law all have different sets of rules that all needs to be followed.

**Alternatives:**

None.

**Financial Implications:**

No financial implications to the Township

**Attachments & Relevant Legislation:**

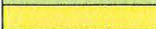

None.

**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	2019				2020	Progress
				Q1	Q2	Q3	Q4		
Strat Plan	Draft Strat Plan for CAO & Council to review								
Policies	Draft Zoning By-law Review (2017)	Approved by Council	KO, JR						
	Cannabis use - Zoning By-law Amendment	Approved by Council	KO						
	Review of Civic Number By-law	Approved by Council	JR						
	Creation of Animal Control By-law (SDG)	Approved by Council	TM, JR						
	Creation of Livestock/Poundkeeper By-law	Approved by Council	TM, JR						
	Review of Clean Yards By-law	Approved by Council	TM, JR						
	Review of Garage Sale By-law	Approved by Council	TK, JR						
	Review of Sign By-law	Approved by Council	JR						
	Creation of Tree Canopy By-law	Approved by Council	KO, JR, SH						
Other	Main Street Renewal Project	Ongoing Planning/ Public Works/ SDG project	KO, RM, TK						
	Town Core & Rural Cycling Project	Ongoing Planning/ Ec. Dev./ SDG project	KO, TK						
	Update of current GIS	IT building a new software for building permits and zoning references and tracking	KO, JR						
	Ongoing ZBA, MV	Ongoing Planning	KO						
	Ongoing Consent Applications	Ongoing Planning	KO						
	Ongoing OP Appeal (SDG)	Ongoing Planning/ Township and SDG Appeal	KO						
	2 large scale project Building/Site Plan	New development in the Township	KO, JR						
	Building Permit Application & Tracking Software	IT building a new software for building permits and zoning references and tracking	RE, JR						
	Dog tags tracking	By-law Officer to overlook the entered date	TM, CL						
	By-law/Complaint Software	Easier and simpler tracking software for complaints	TM, CL						
	Nutrient Management Plan training/update	New training required to ensure OMAFRA compliance	JR						
	Review Dog Catcher Duties	Current contract to expire	TM, JR						
	Ongoing By-law Complaints	Ongoing By-law	TM						
	Ongoing Building Permit Applications	Ongoing Building	JR						
	Outstanding Building Permits (Hospital/Schools)	Hospital and Schools have some outstanding building permits and needs to be closed	CL, JR						
	Maxville Water Connections	Ongoing	JR						
	Severance Process – SDG vs Township	Ongoing	KO, JR						
Bed & Breakfast – Air B & B	Ongoing	KO, JR							

Preparation   
Execution   
Complete 

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 23, 2019

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

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

That the Committee of the Whole receives Staff Report No. BP-2019-30 – the Severance Process for information purposes.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

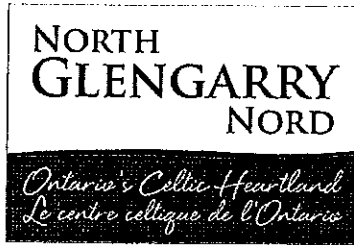
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 5 (h)**



**STAFF REPORT TO COMMITTEE OF THE WHOLE**

**Report No: BP-2019-30**

**October 23, 2019**

**From:** Kasia Olszewska, Planner

**RE:** The Severance Process

---

**Recommended Motion:**

THAT the Committee of the Whole receives Staff Report No. BP-2019-30 – the Severance Process.

**Background / Analysis:**

The Planning Department is presenting the Committee of the Whole with a Guide to Consent Applications (the Severance Process), as requested at the previous Council Meeting of October 15, 2019.

**Alternatives:**

None.

**Financial Implications:**

No financial implications to the Township.

**Attachments & Relevant Legislation:**

A Guide to Consent Applications

**Others consulted:**

Jack Sullivan, SDG County Planning Department

Jacob Rheaume, CBO

Signed by Sarah Huskinson – CAO/Clerk

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 23, 2019

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

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

THAT the Committee of the Whole receives Staff Report No. PW 2019-18 - Public Works update – 2019 Workplan.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Carma Williams

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Jacques Massie

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Brenda Noble

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Jeff Manley

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Michel Depratto

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Johanne Wensink

\_\_\_\_\_

\_\_\_\_\_

**Mayor:** Jamie MacDonald

\_\_\_\_\_

\_\_\_\_\_

**Section 5 (j)**





## STAFF REPORT TO COUNCIL

October 18, 2019

From: Michel Riberdy – Director of Public Works

RE: Public Works Department – October Update

---

### **Recommended Motion:**

THAT the Committee of the Whole receives Staff Report No. PW 2019-18 for information purposes.

### **Background / Analysis:**

The Public Works Department staff have been busy performing a vast amount of work during the month of October.

### **Roads Department:**

#### Bridges

HP Engineering is working on the condition survey/preliminary design reports for Bishop Street Bridge, Concession 8 Road Bridge and Dominion Street Bridge. It has been brought to our attention that the concrete deck of the Dominion Street Bridge is in poor condition. Therefore, a review for rehabilitation is taking place to determine the scope of work as well as the cost and what it would mean in terms of service life extension. The Dominion Street Bridge may be a better candidate for a full replacement (with a pre-cast rigid frame structure). Once the final report is available, we will be in a better position to determine the best course of action to take moving forward.

The Request for Proposal for Engineering Services – Creek Road Bridge Replacement Project was issued on September 24, 2019 with a closing date of October 18, 2019. We received a fair amount of interest through the process and an addendum was issued to respond to questions raised by engineering firms. Furthermore, we received 9 submissions for the RFP.

### Surface Treatment

Smith Construction completed the double surface treatment program on Concession Road 12, Masterson Road, Concession Road 16 and Concession Road 17.

### Hardtop Maintenance

The hot mix HL-3 asphalt placement on Mill Square, Ottawa Street and Catherine Fraser Street is intended to take place within the next few weeks at the same time as Skye Road. Cornwall Gravel Company Limited was the lowest quote of the two bid submissions received.

### Skye Road Reconstruction

The brushing, scarifying and gravel application has been completed, and the road section is scheduled to be paved by Cornwall Gravel Company Ltd. The hot mix asphalt quote was received through The Nation Municipality (P & R overlay contract).

### Culvert

The roads crew replaced the Nixon Road boundary culvert in collaboration with the Champlain Township.

### Ditching

Staff ditched 500 meters on McLeod Road.

### Miscellaneous Activities

Cold patching has been an ongoing activity to address potholes throughout the Township. To date, 87.91 tonnes (metric) of cold patch material has been used for this activity.

Staff cut branches and brush at intersection stop signs and replaced the rotten frame and fixed the electrical outlet of the Alexandria welcome sign at the north end of town. Staff also removed the outside stairway at the old Knights of Columbus Hall.

### **Water Works Department:**

#### Hydrants

Staff flushed and winterized the hydrants in Alexandria. The new water mains on Centre Street, Kenyon Street East, Mill Square and Ottawa Street were flow tested to colour code hydrants for fire flow capability.

#### Sewage Pumping Stations

Staff assisted the contractor to install and replace ageing check valves at the Maxville Main sewage pumping station. The existing check valves were not holding properly and was adding additional wear and power usage on the pumps.

Staff also assisted the contractor to install a standby generator at the Maxville Manor pumping station. This generator will save on overtime for staff, as a temporary generator was hooked up

by staff when there was a power failure. Staff had to remain with the previous unit until power was restored.

Wet wells at various sewage pumping stations were cleaned.

#### Training

Staff attended mandatory QMS training that was provided in-house.

#### Lagoons

Equipment was prepared for the annual sludge level measurements to track the amount of sludge in the lagoon cells.

#### Equipment Replacement/Upgrades

New chlorine injection pumps and panel were installed at the Glen Robertson Well System. This new system has reduced call outs and overtime significantly and will continue to do so. Staff has been working closely with the integrator contractor on setting up a new pump control system at the main pumping station to replace outdated equipment that replacement parts were not longer available for.

#### Sanitary Sewer Collection Repairs

A damaged sewer lateral service on Kenyon Street West was repaired. The damage was due to the age of the material. A sewer main and lateral were also repaired on Ethier Boulevard. This damage was due to an Enbridge contractor hitting infrastructure. An invoice was sent to the contractor responsible for the damage for staff's time and material.

#### Miscellaneous Activities

The Water Works foreperson has been working on mandatory reports and manuals. She has also updated the existing QMS.

Staff prepared and delivered water meters and appurtenances for Maxville. A tracking system was needed and developed. Training was required for the plumbers on how to properly complete the required paperwork.

Regular sampling and maintenance within our systems was performed. Mandatory testing inspections at all recreation centres was performed as well.

A request for quotes for snow removal for 11 sites at Township-owned buildings in Alexandria was issued on September 30, 2019 with a closing date of October 18, 2019. A request for quotes for several capital projects were prepared. A request for quotes for sewer flushing was issued on September 16, 2019 with a closing date of October 10, 2019. Four quotes were received. This work will be performed in 2020.

## **Alexandria Water Treatment Plant Upgrade**

Bourgon Construction is on site performing various work activities for the Alexandria Water Treatment Plant upgrade contract. Water Works staff is coordinating with the contractor to facilitate the ongoing upgrades. Staff is also ensuring that salvageable items are stored away properly.

## **Tnemec Tank of the Year**

The Maxville Water Tower was entered in the Tnemec Tank of the Year contest by staff. Tnemec has hosted the contest since 2006 to celebrate their water coating systems. This year's competition saw over 300 submissions throughout the United States and Canada. The Maxville Water Tower was the only Canadian submission this year.

The voting period opened on October 7, 2019 and closed on October 18, 2019. The tank that receives the most votes during the voting period will win the title of "People's Choice" and will automatically be eligible for Tank of the Year. 11 other tanks will be considered for the official title of Tank of the Year.

Staff promoted the Maxville Water Tank on Facebook and received positive feedback from residents. The Maxville Water Tower had received the most votes when the voting period ended. The official results for People's Choice will be released October 21, 2019 and the Tank of the Year winner will be announced on October 25, 2019.

## **Maxville Water Project**

The Maxville Water Project is nearing completion. Mr. Dave Malcom is overseeing the project activities, addressing deficiencies and dealing with complaints. See report PW 2019-20 for further information on the Maxville Water Project.

## **Drainage Department:**

### Municipal Drains/Beaver Management

A request for quotations (RFQ) for the maintenance of 20 municipal drains was issued on October 18, 2019 with a closing date of November 1, 2019. The scope of work includes cleaning ditches, replacing culverts, removing beaver dams and brushing. This work will take place during the fall and winter months with an anticipated completion date of February 2020.

An application was submitted to the South Nation Conservation Authority for approval to construct a small weir (swale) on a natural watercourse to address an ongoing issue.

## **R.A.R.E.**

See report PW 2019-19 for the R.A.R.E. update.

## **Comments**

This report is presented for information purposes only.



Public Works Department Tasks	Deliverable	Involvement	2019				2020	Progress
			Q1	Q2	Q3	Q4		
Strat Plan								
Pump needs study		EVB/water dept.					Part of the master service plan	
Pump Flow testing		EVB/water dept.					Part of the master service plan	
Harrison/Mill square water main	Watermain upgrade	Roads/water dept					Asphalt placement remaining (Oct. 31/19)	
Valve and Hydrant replacement	Updated maintenance logbook	all water staff					Replace valves and hydrants as required once Harrison Street work is completed	
Watermain air relief valves		all water staff					Work to be completed before winter 2019, supplies just arrived.	
Alexandria Water Tower Mixing System	Installation of mixing system	all water staff					Completed	
Polymer and Coagulant pump		all water staff					Forms part of the Alexandria water treatment plant upgrades	
Glen Robertson Chlorine pump	New Chlorine Pump System	all water staff					Completed	
Watermain Relining							Completed	
Sewer Reline and cctv	New sewer grading report for GIS	all water staff					Completed	
Standby Generator (Maxville Manor pump station)	New service operating procedure (SOP)	all water staff					Generator installed	
Forcemain air relief valve		all water staff					Repairs to be performed before winter of 2019, supplies just arrived	
Main Station controller	New SOP, New pump control system	all water staff					Completed	
Sewage pumps		all water staff					Work not complete and no completion date set at this time	
Sewage pumping station roofs		all water staff					Repairs to be performed before winter of 2019, supplies just arrived	
Alexandria water treatment plant upgrade		EVB/WW/Const.					Contract awarded to Bourgon Construction, Completion 2020	
Maxville distribution system		EVB/WW/Const.					Flushing/disinfecting distribution line, ongoing	
Maxville Water Tower		EVB/WW/Const.					Flushing/disinfecting water tower, ongoing	
Maxville booster station		EVB/WW/Const.					Ongoing	
Maxville transmission main		EVB/WW/Const.					Flushing/disinfecting transmission line, ongoing	
Lagoon Engineering	Upgrade Design	Aecom/PW					Design Completed	
Bishop St. Bridge	Deck Cond Survey/Rehab	PW/Eng/Const.					Deck survey completed, report ongoing	
Concession 8 Bridge	Deck Cond Survey/Rehab	PW/Eng/Const.					Deck survey completed, report ongoing	
Dominion St. South Bridge	Major Rehab	PW/Eng/Const.					Deck survey completed, report ongoing	
Hardtop Rehabilitation Program	Paved roads	PW/Const.					Completed	
Gravel Resurfacing	Gravel application on various Roads	PW					Completed	
Sidewalk Repair/Replacement	New Sidewalks	PW/Const.					Sandfield Sidewalk, Spring 2020	
Surface Treatment Rehabilitation Program	Double Surface Treatment						Completed	
Skye Road	Road Section Rehabilitation						± 3.2 km road section rehabilitation	
Nixon Road Boundary	New Culvert						R/R Culvert	
Snowplowing Parking Lots	2019/2020 Contract							
Creek Road Bridge - RFP Bridge Design	Engineering Services						2020 Bridge Replacement	
GPS System Upgrade							Review	
RARE - AC Units	Unit serviced	RARE					Completed	
RARE - South Wall and Dock Repairs	Asset Management	RARE					On hold - Operation Review	
RARE - New Gate	Regulatory	RARE					On hold - Operation Review	
2020 Capital Program		All Staff					Capital Budget Preparation	
Hydrant flushing and valve exercising	Internal document	All water staff					Completed	
Pump station cleaning	Internal document	all water staff					Completed	
Hydrant maintenance	Internal document	all water staff					Completed	
Manhole inspection	Internal document	all water staff					Completed	
Hydrant Winterizing	Internal document	all water staff					Completed	
QMS Audits	Internal/external document	Angela					Quarterly reports	
MUMPS	Internal/external document	Angela					Quarterly reports	

	Public Works Department Tasks	Deliverable	Involvement	2019				2020	Progress
				Q1	Q2	Q3	Q4		
Other	Land Purchase Landfill	CAZ	PW						Ongoing negotiation with landowner to finalize terms of purchase
	Fleet Management Plan - Township	Internal document	PW/Other Depts.						2020 Review
	Legal matter - slip and fall		PW/CAO						Ongoing
	Update Winter Maintenance Policy	Regulatory	PW						2020 Review/Update
	Union Negotiations - Water	Internal Document	Utilities/PW						Contract Negotiation
	Bridge Inspections	Internal Document	PW/Eng.						Field Inspection Completed, Report submission to follow
	Weed Harvesting		PW						Completed
	Tender for Waste Collection	External document	PW						Operation Review
	Tender for Waste Collection Trucks	External document	PW						Operation Review
	Landfill sampling/monitoring	External document	PW/Eng.						Greer Galloway Group Inc. Annual Reporting
	Landfill Reporting	External document	PW/Eng.						Greer Galloway Group Inc. Annual Reporting
	Alexandria Landfill Closure	External document	PW/Eng.						P2g2 Engineering
	Gravel Road Conversion Candidates	Internal document	PW						2020 Review
	Road Needs Study Update	Internal document	PW						2020 Review
	Municipal Drain Report ARDA	External document	Drainage Eng.						Ongoing, Lascelles Eng.
	RARE Study Update	Results to Council	RARE/PW						2020 Operation Review
	Monitoring Well Development/Install	Monitoring reports	PW/Eng.						Jp2g Consultants Inc.

Preparation   
Execution   
Complete 

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 23, 2019

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

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

THAT the Committee of the Whole receives Staff Report PW 2019-17 – Maxville Water Project 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:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

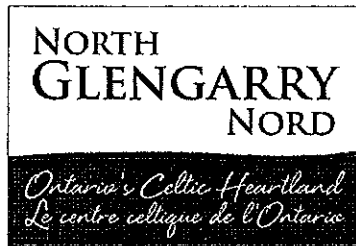
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 5 (k)**



PW 2019-17

## STAFF REPORT TO COUNCIL

October 18<sup>th</sup>, 2019

From: Dave Malcolm  
Project Manager

RE: Maxville Water Project - Update

---

### Introduction

This report is submitted for information purposes only, to provide an update on the progress of the Maxville Water Project.

### Schedule

Delivery of fresh drinking water to Maxville residents is now forecasted for mid-November as described below:

#### 1. Distribution System

- The Maxville Distribution System is approximately 99% complete.
- Hydrostatic Testing is 100% complete.
- Property owners have begun to request permission to start excavation, plumbing & landscaping work on their properties, using the Township's building permit system. Over 100 permits have been issued to date.
- The disinfection of the system will wait until the Booster Station is on line, but should take a few weeks thereafter to complete, beginning with the filling of the tower & then the filling & disinfection of the distribution system.

The final payment has been made, including release of the 10% lien holdback, but excluding a holdback of \$15,000 to cover the cost of a few remaining deficiencies.

## **2. Transmission Main**

- The Transmission Main is approximately 99% complete.
- Pipe installation is 100% complete.
- Hydrostatic Testing is 100% complete.
- Flushing & disinfection of the main is nearly complete, with disinfection & chlorine residual test results due October 22.
- Road repair, landscaping, reinstatement of ditches & driveways, as well as final cleanup along the main, are all nearing completion.

A few deficiencies remain, mostly related to final cleanup. The Contractor is now making a final pass from east to west along the transmission main to address these issues.

The 10% Lien Holdback of \$778,200 will be due for payment by October 22, 2019, once all liens are cleared. However, the Township will retain a Deficiency Holdback of \$10,000 and a Maintenance Security Holdback of \$152,700 for a period of 1 year following substantial completion, to cover the cost of any maintenance-related problems that may arise.

## **3. Water Tower**

- The Maxville Elevated Storage Tank is approximately 99% complete.
- Final Commissioning is forecast for the week of October 21, subject to completion of the Booster Station.

## **4. Booster Station**

- The Booster Station is approximately 85% complete.
- Hydro & Bell are installed.
- Remaining milestones include the testing & commissioning of equipment and controls, including the backup generator, all of which should be complete week of October 21.

## **5. Water Treatment Plant**

- The contract for the Upgrades to the Alexandria Water Treatment Plant has been awarded to Bourgon Construction out of Cornwall.
- The construction site has been mobilised with a construction trailer, signage and fencing.
- The preliminary schedule received from the Contractor runs from September 2019 to June 30, 2020, with Substantial Completion in December 2020, 1 year after water is supplied to Maxville.



## Summary

1. From November 2018 until the present, EVB's total forecast project budget has remained constant at \$29.4M (excl. HST), while still maintaining prudent levels of contingency funding for incomplete contracts. For example, while the winning bid for the WTP contract was very close to the \$3.6M budget amount, we are still carrying a total contingency allowance of \$300k for unforeseen conditions in that contract.
2. With two (2) of the five (5) contracts in the Project now substantially complete, enough funds are being held back to cover the costs of the few deficiencies that remain.

### Others consulted:

- Ian McLeod, Contract Administrator - EVB
- Michel Riberdy, Director of Public Works
- Roch Lajoie, Roads Manager
- Dean McDonald, Water Works Manager
- Sarah Huskinson, CAO/Clerk

### Attachments:

N/A

Signed by Sarah Huskinson – CAO/Clerk

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 23, 2019

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

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

THAT the Committee of the Whole receives Staff Report PW-2019-19 – RARE Department – October Update 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:** Michel Depratto

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Johanne Wensink

\_\_\_\_\_

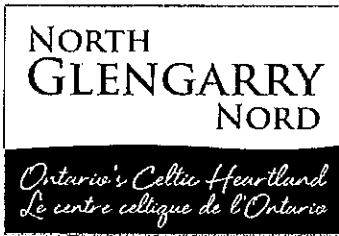
\_\_\_\_\_

**Mayor:** Jamie MacDonald

\_\_\_\_\_

\_\_\_\_\_

**Section 5 (1)**



## STAFF REPORT TO COUNCIL

Report No: PW 2019-19

**Date:** October 18, 2019

**From:** Linda Andrushkoff – General Manager, R.A.R.E.

**RE:** R.A.R.E. Department – October Update

---

### **Recommended Motion:**

That the Council of the Township of North Glengarry receives the Staff Report No. PW 2019-19 for information purposes only.

### **Background / Analysis:**

The R.A.R.E. department is keeping up with the recycling material that is being tipped at the facility.

### **Basis for Calculation of Revenues and Expenses:**

For measurement and comparison purposes I'm calculating expenses and revenues as at 41 weeks (or 78.8%) into the fiscal year.

### **R.A.R.E. Revenues:**

As usual I have removed grants from revenue (actual vs. budget) comparisons because we will only get our 3<sup>rd</sup> and 4<sup>th</sup> remittances in late December 2019 and March 2020. We expect an additional \$94k by the end of the 2018 period (March 2020). Overall, after removing grants from projected and actual revenue, total sales are at 35% of budget.

Old Cardboard (OCC) revenue is 47% of projected total sales for this year. Pricing for this commodity dropped dramatically this year and is only starting to recover this October. We couldn't sell it at all during August as the mills were closed for their usual summer close. The good news is that we have a lot of OCC to sell, and several buyers are clamouring for it. Newspaper quantities have fallen dramatically due to lower readership and residents using paper for other purposes. However, the drop in newspaper is closely correlated to the increase in cardboard.

Old Newspaper (ONP) revenue is extremely poor as quantities have fallen resulting in much less available to sell. However, ONP sales are rising from 1 load per month to almost 2 loads per month. Pricing dropped dramatically this summer, and there were no sales in August as Canadian mills were closed. RARE continues

to be able to find customers as our material is very clean, but the prices are depressed.

Plastic prices are volatile and subject to ups and downs as material becomes needed or not. We have sold most of the material, but continue to have older grocery bag inventory. The last offer received was to charge us approximately \$100/MT to take it away.

Metal prices dropped this summer. This adversely affected our tin can and aluminum revenues.

### **R.A.R.E. Expenses:**

Expenses are at 73% of the base budget, which positively correlates with the number of weeks into the year (78.8%).

R.A.R.E. staff have been endeavoring to hold expenses to the minimum required to ensure best functions of the facility equipment to maintaining its viability for the next 2 years.

### **Attachments:**

Detailed G/L report is attached.

### **Additional information:**

ABC Disposal, which is the contractor for Russell Township, has been in contact with R.A.R.E. to establish the tipping pricing for a 7-year contract. Their contract with Russell Township expires at the end of March 2020.

### **Comments:**

This report is presented for information purposes only.

Signed by Sarah Huskinson – CAO/Clerk

R.A.R.E. 2019 Budget

Account Code	EXPENSES Account Description	Budget	YTD Budget Detail Oct 17
		2019	2019
1-4-4030-1010	Wages (FT, PT & OT)	\$473,024	\$378,779
1-4-4030-1110	Benefits	\$108,466	\$83,336
1-4-4030-1210	WSIB Claims Paid	\$500	\$0
1-4-4030-1215	Bad Debts	\$0	\$0
1-4-4030-1225	Insurance	\$10,796	\$10,818
1-4-4030-1505	Ltd Payments	\$54,500	\$40,814
1-4-4030-2015	Property Taxes	\$12,750	\$12,327
1-4-4030-2020	Health & Safety	\$500	\$1,324
1-4-4030-2021	Work Boots & Clothing	\$3,000	\$974
1-4-4030-2024	Garbage & Snow Removal	\$42,000	\$25,560
1-4-4030-2025	Milage & Travel	\$500	\$262
1-4-4030-2026	Meeting Attendance	\$250	\$0
1-4-4030-2035	Conferences/Workshops/Training	\$3,000	\$190
1-4-4030-2049	Cell Phone	\$1,500	\$1,430
1-4-4030-2050	Telephone	\$850	\$662
1-4-4030-2055	Enbridge	\$4,000	\$2,893
1-4-4030-2056	Hydro	\$40,000	\$22,546
1-4-4030-2057	Water/Sewer	\$1,200	\$852
1-4-4030-2065	Oil Furnace	\$0	\$0
1-4-4030-2100	Postage	\$100	\$0
1-4-4030-2110	Tools (new code taken from 2366)	\$2,000	\$421
1-4-4030-2120	Office Supplies	\$750	\$45
1-4-4030-2124	Housekeeping & Janitorial Supplies	\$1,500	\$388
1-4-4030-2125	Wire Material	\$15,000	\$3,866
1-4-4030-2130	Computer Expense	\$1,000	\$621
1-4-4030-2140	Photocopier Expense	\$0	\$547
1-4-4030-2155	Repairs - Magnetic Separator	\$1,000	\$0
1-4-4030-2156	Repairs - Conveyor	\$2,500	\$330
1-4-4030-2157	Repairs - Bobcat	\$2,500	\$9,860
1-4-4030-2158	Repairs - Recycling Tractor	\$0	\$0
1-4-4030-2159	Repairs - Vans	\$500	\$398
1-4-4030-2160	Repairs - Baler	\$6,000	\$2,160
1-4-4030-2165	Repairs - Ballistic/OCC Separator	\$6,000	\$253
1-4-4030-2210	Legal Fees	\$2,000	\$0
1-4-4030-2223	Consulting Fees	\$3,000	\$0
1-4-4030-2300	Advertising	\$1,000	\$213
1-4-4030-2325	Publicity & Promotion	\$2,500	\$866
1-4-4030-2366	Building/Maintenance/Supplies	\$6,000	\$2,840
1-4-4030-2367	Shop Equipment Inventory (new code tak	\$3,000	\$256
1-4-4030-2370	Truck Licencing	\$150	\$0
1-4-4030-2399	Vehicle Maintenance	\$1,000	\$155
1-4-4030-2400	Gas/Oil/Diesel	\$7,000	\$3,160
1-4-4030-2410	Assoc & Membership Fees	\$1,000	\$530
1-4-4030-2511	Transportation	\$2,000	\$0
1-4-4030-2520	Weighing Charges	\$1,500	\$0
1-4-4030-3010	Equipment Rental	\$20,000	\$20,339
1-4-4030-3020	Equipment Purchases - Plant	\$0	\$15,955
1-4-4030-3021	Equipment Purchases - Office	\$500	\$0
1-4-4030-4011	Recycling Contractor Fee	\$0	\$0
1-4-4030-4025	Tipping Fees	\$0	\$0
1-4-4030-4027	Single Stream Processing	\$0	\$27,563
1-4-4030-5010	General Expenses (Miscellaneous)	\$750	\$2,837
1-4-4030-7424	Purchase - Aluminum	\$20,000	\$0
1-4-4030-7429	Purchase - Single Stream	\$0	\$0
1-4-4030-7430	Purchase - Cardboard	\$75,000	\$20,916
1-4-4030-7431	Purchase - Mixed Plastic	\$4,500	\$790
1-4-4030-7433	Purchase - Office Mix	\$0	\$0
1-4-4030-7435	Purchase - Newsprint	\$7,000	\$815
1-4-4030-7850	Amortization Expense	\$0	\$0
1-4-4030-7900	Refund - Processing Fees	\$0	\$0
1-4-4030-9000	Contribution to Reserves	\$0	\$0
1-5-4030-8000	Capital	\$0	\$0
Total RECYCLING (RARE)		\$953,586	\$698,892



R.A.R.E. 2019 Budget

Account Code	REVENUES Account Description	Budget	YTD Budget Detail Oct 17
		2019	2019
1-3-4030-3000	Wage Subsidy	\$0	\$1,000
1-3-4030-7410	Recycling Fees	\$0	\$0
1-3-4030-7411	Weighing Charges	\$0	\$0
1-3-4030-7419	Recycling - LCBO Bottle Deposit	\$41,000	\$30,745
1-3-4030-7420	Recycling - Farmer Wraps	\$0	\$0
1-3-4030-7421	Recycling - Grocery Bags	\$0	\$0
1-3-4030-7422	Recycling - Tubs & Lids 3 to 7	\$9,400	\$2,143
1-3-4030-7423	Recycling - Other Revenue	\$500	\$0
1-3-4030-7424	Recycling - Aluminum	\$42,000	\$0
1-3-4030-7425	Recycling - Metal	\$21,000	\$13,046
1-3-4030-7426	Recycling - Clear Glass	\$0	\$0
1-3-4030-7427	Recycling - Coloured Glass	\$0	\$0
1-3-4030-7428	Recycling - Plastic HDPE #2	\$17,000	\$4,529
1-3-4030-7429	Recycling - Pet #1	\$25,000	\$17,155
1-3-4030-7430	Recycling - Cardboard	\$175,000	\$82,459
1-3-4030-7431	Recycling - Mixed Plastics 1 to 7	\$3,500	\$8,301
<b>Memo Item:</b>	<b>Total plastic (#1, #2, Tubs &amp; Lids)</b>	<b>\$51,400</b>	<b>\$23,827</b>
<b>Memo Item:</b>	<b>Total Newsprint (#6 + #8)</b>	<b>\$89,000</b>	<b>\$13,489</b>
1-3-4030-7432	Recycling - Newsprint #8	\$89,000	\$13,489
1-3-4030-7433	Recycling - Office Mix	\$4,000	\$0
1-3-4030-7434	Recycling - Used Pallets	\$0	\$0
1-3-4030-7435	Recycling - Newsprint #6	\$0	\$0
1-3-4030-7436	Recycling - Gable Tops	\$0	\$0
1-3-4030-7451	Processing - Casselman	\$0	\$0
1-3-4030-7452	Processing - South Glengarry	\$0	\$0
1-3-4030-7453	Processing - North Stormont	\$0	\$0
1-3-4030-7454	Processing - North Glengarry	\$64,000	\$0
1-3-4030-7455	Processing - Russell/ABC	\$107,000	\$54,714
1-3-4030-7500	Polycoat Containers	\$0	\$0
1-3-4030-7501	Interest Earned	\$0	\$0
1-3-4030-7502	Other Income	\$0	\$0
1-3-4030-7503	Grants *	\$175,000	\$100,316
1-3-4030-7850	Sale of Equipment	\$0	\$0
1-3-4030-8000	Contribution from Reserves	\$73,000	\$0
1-3-4030-8000	Transfer from Reserves	\$0	\$8,000
1-3-4030-8100	Finance Capital Purchases	\$0	\$0
Total RECYCLING (RARE)		\$846,400	\$335,897
<b>Estimated Profit / Loss (Revenues over expenses)</b>		<b>\$107,186</b>	<b>\$362,994</b>

Baled Inventory:	# of Bales	Est. Value
ONP - Newspaper	81	\$ 1,337
OCC - Cardboard	1	\$ 47
Plastic #1 PET	12	\$ 1,656
Plastic #2 HDPE	21	\$ 4,436
Plastic Tubs/Lids	18	\$ 1,287
Plastic MRP	5	\$ 155
Grocery Bags	78	\$ -
Metal - Steel	12	\$ 1,071
Metal - Aluminum	72	\$ 29,225
Metal - Pie Plates	19	\$ 7,315
Gable Tops	0	\$ -
SOP - Shredded Office Paper	8	\$ 552
		\$ 47,080

## **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:** October 28, 2019

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

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

**Proceed "In Closed Session",**

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

And adopt the minutes of the Municipal Council Closed Session meeting of October 15, 2019.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Carma Williams

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Jacques Massie

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Brenda Noble

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Jeff Manley

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Michel Depratto

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Johanne Wensink

\_\_\_\_\_

\_\_\_\_\_

**Mayor:** Jamie MacDonald

\_\_\_\_\_

\_\_\_\_\_

**Section 12**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 28, 2019

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

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

Adopt Minutes of "In Camera" Session

That the minutes of the Municipal Council "In Camera" session meeting of October 15, 2019 be adopted as printed.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 28, 2019

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

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

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

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 12**

# **Section 13**

**CONFIRMING BY-LAW**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 28, 2019

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

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

That the Council of the Township of North Glengarry receive By-law 45-2019; and

That Council adopt by-law 45-2019 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 45-2019 be read a first, second, third time and enacted in Open Council this 28<sup>th</sup> day of October 2019.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 13 Item a**



**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY**

**BY-LAW 45-2019  
FOR THE YEAR 2019**

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

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

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

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

1. **THAT** the action of the Council at its regular meeting of October 28, 2019 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 28<sup>th</sup> day of October 2019.

\_\_\_\_\_  
**CAO/Clerk / Deputy Clerk**

\_\_\_\_\_  
**Mayor / Deputy Mayor**

I, hereby certify that the forgoing is a true copy of By-Law No. 45-2019, duly adopted by the Council of the Township of North Glengarry on the 28th day of October 2019.

\_\_\_\_\_  
**Date Certified**

\_\_\_\_\_  
**CAO/Clerk / Deputy Clerk**

# **Section 14**

**ADJOURN**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** October 28, 2019

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

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

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

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Carma Williams

**Councillor:** Jacques Massie

**Councillor:** Brenda Noble

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Johanne Wensink

**Mayor:** Jamie MacDonald

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 14**