

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

Monday May 11, 2020 at 7:00 p.m. – via zoom

Draft Agenda

1. **CALL TO ORDER**
2. **DECLARATIONS OF PECUNIARY INTEREST**
3. **ACCEPT THE AGENDA (Additions/Deletions)**
4. **ADOPTION OF PREVIOUS MINUTES**
 - a) Regular Meeting of Council – April 27, 2020
 - b) Special Meeting of Council May 6, 2020
5. **DELEGATION(S)**
6. **STAFF REPORTS**
 - Clerk's Department**
 - a) Glengarry County Archives Request
 - Community Services Department**
 - b) Renaming of the Glengarry Sports Palace Community Hall
 - c) Grotto Concerts
 - Treasury Department**
 - d) Use of Federal Gas tax Funds Policy
 - e) Release of Tax Information Policy
 - Planning/Building & By-law Enforcement Department**
 - f) Zoning Amendment – Z-02-2020
 - Public Works Department**
 - g) Award Tender – Supply of Granular
7. **UNFINISHED BUSINESS**
8. **CONSENT AGENDA**
 - a) Community Development Committee Minutes – March 3, 2020
 - b) Arts, Culture and Heritage Committee Minutes – April 6, 2020
9. **NEW BUSINESS**
10. **NOTICE OF MOTION**

Next Regular Public Meeting of Council
Monday May 25, 2020 at 7:00 p.m.
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**
13. **CONFIRMING BY-LAW**
 - a) By-law 22-2020
14. **ADJOURN**

Section 1

CALL TO ORDER

Section 2

DECLARATIONS OF PECUNIARY INTEREST

Section 3

ACCEPT THE AGENDA

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 11, 2020

MOVED BY: Brenda Noble

SECONDED BY: Johanne Wensink

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday May 11, 2020.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 3

Section 4

ADOPTION OF PREVIOUS MINUTES

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 11, 2020

MOVED BY: Carma Williams

SECONDED BY: Jeff Manley

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

Regular Meeting of Council – April 27, 2020
Special Meeting of Council – May 6, 2020

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

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

Section 4

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

Monday April 27, 2020 at 7:00 p.m.

A Regular meeting of the Municipal Council was held on April 27, 2020 at 7:00 p.m., with Mayor Jamie MacDonald presiding.

The Regular Meeting of Council was conducted via zoom.

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

ALSO, PRESENT: **CAO/Clerk** - Sarah Huskinson
Director of Community Services – Anne Leduc
Director of Finance/Treasurer – Kimberley Goyette
Director of Building Planning and By-law – Jacob Rhéaume
Director of Public Works – Doug Sitland
North Glengarry Fire Chief – Matthew Roy

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

Resolution No. 1

Moved by: Brenda Noble

Seconded by: Johanne Wensink

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

Carried

4. **ADOPTION OF PREVIOUS MINUTES**

Resolution No. 2

Moved by: Carma Williams

Seconded by: Jeff Manley

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

Regular Meeting of Council – April 14, 2020

Carried

5. **DELEGATIONS**

6. STAFF REPORTS

Clerk`s Department

a) Reappointment of member on the RRCA Board

Resolution No. 3

Moved by: Carma Williams

Seconded by: Johanne Wensink

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2020-07;

And THAT Council of the Township of North Glengarry hereby appoints Council Member Jacques Massie to the Board Management for the Raisin Region Conservation Authority for the remainder of the term of Council.

Carried

Community Services Department

b) Community Services Department – Workplan Update

Resolution No. 4

Moved by: Brenda Noble

Seconded by: Jeff Manley

THAT the Council of the Township of North Glengarry receives Staff Report No. CS-2020-05 - Community Services Department Workplan Update.

Carried

Treasury Reports

c) 2020 Capital Budget Deferrals

Resolution No. 5

Moved by: Carma Williams

Seconded by: Brenda Noble

THAT the Council of the Township of North Glengarry receives Staff Report No. TR-2020-12 – the Director of Finance/Treasurer Capital Deferrals 2020 for information purposes only.

Carried

Planning/Bldg. & By-law Enforcement Department

d) Closing and Sale of an abandoned part of Lakeshore Road

Resolution No. 6

Moved by: Johanne Wensink

Seconded by: Carma Williams

THAT the THAT the Council of the Township of North Glengarry receives Staff Report No. BP-2020-05; and

THAT Council of the Township of North Glengarry accepts the proposal for the closing and sale of an abandoned part of Lakeshore Road for a lot addition to an existing residential lot.

Carried

e) By-law 19-2020 – Appointment of Building Officials

Resolution No. 7

Moved by: Carma Williams

Seconded by: Jacques Massie

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

THAT Council of the Township of North Glengarry appoints Building Inspectors for the enforcement of the Ontario Building Code Act, within the municipal jurisdiction of the Township of North Glengarry; and

THAT By-law 19-2020 be read a first, second and third time and enacted in open Council, this 27th day of April, 2020.

Carried

f) By-law 20-2020 – Civic Number

Resolution No. 8

Moved by: Jeff Manley

Seconded by: Brenda Noble

THAT the Council of the Township of North Glengarry receives Staff Report No. BP-2020-11; and

THAT Council of the Township of North Glengarry adopts the proposed By-law to provide for the assignment and maintenance of municipal address “civic” numbers; and

THAT By-law 20-2020 be read a first, second and third time and enacted in open Council, this 27th day of April, 2020.

Carried

g) Planning/Building & By-law Enforcement Dept. – Workplan Update

Resolution No. 9

Moved by: Johanne Wensink

Seconded by: Carma Williams

THAT the Council of the Township of North Glengarry receives Staff Report No. BP-2020-12 – the Director of Building, By-law & Planning 2020 Workplan Update.

Carried

Public Works Department

h) Public Works Department – Workplan Update

Resolution No. 10

Moved by: Brenda Noble

Seconded by: Jacques Massie

THAT the Council of the Township of North Glengarry receives Staff Report No. BP-2020-12 – the Director of Building, By-law & Planning 2020 Workplan Update.

Carried

Fire Department

i) Pumper/Tanker Station 2 – RFP award

Resolution No. 11

Moved by: Jeff Manley

Seconded by: Jacques Massie

That the Council of the Township of North Glengarry receives staff report FD-2020-03;

AND further that the Council of the Township of North Glengarry authorizes the purchase of the Station 2 Pumper/Tanker truck to Battleshield Industries for \$420,000.

AND further that the replaced equipment is declared surplus upon receipt of the new vehicle,

AND further that the Fire Department is authorized to tender the sale of the surplus equipment via auction, local tender, online auction or other means as deemed most beneficial to the township.

Carried

j) Fleet – Aerial Truck

Resolution No. 12

Moved by: Jeff Manley

Seconded by: Jacques Massie

That the Council of the Township of North Glengarry receives staff report FD-2020-04;

AND further that the Council of the Township of North Glengarry authorizes the purchase of a 1990 Pierce Lance Sky Arm 100' aerial truck from Brindlee Mountain Fire Apparatus LLC to an upset limit of \$40,000.

Carried

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

- a) Clerk's Department – Workplan Update
- b) Treasury Department – Workplan Update
- c) Fire Department – Workplan Update
- d) RRCA Board Meeting Minutes of April 20, 2020
- e) Arts, Culture and Heritage Committee Minutes – Feb 3, 2020

Resolution No. 13

Moved by: Carma Williams

Seconded by: Brenda Noble

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 May 11, 2020

11. QUESTION PERIOD

12. CLOSED SESSION BUSINESS

13. CONFIRMING BY-LAW

a) By-law 21-2020

Resolution No. 14

Moved by: Jeff Manley

Seconded by: Brenda Noble

That the Council of the Township of North Glengarry receive By-law 21-2020; and

That Council adopt by-law 21-2020 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 21-2020 be read a first, second, third time and enacted in Open Council this 27th day of April 2020.

Carried

14. ADJOURN

Resolution No. 15

Moved by: Brenda Noble

Seconded by: Johanne Wensink

There being no further business to discuss, the meeting was adjourned at 9:34 p.m.

Carried

CAO/Clerk/ Deputy Clerk

Mayor / Deputy Mayor

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

Wednesday, May 6, 2020 at 3:00 p.m. – Via Zoom

A Special meeting of the Municipal Council was held on May 6, 2020 at 3:00 p.m., with Mayor Jamie MacDonald presiding.

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

ALSO, PRESENT: **CAO/Clerk** - Sarah Huskinson
Director of Finance – Kimberley Goyette
Director of Building Planning and By-law – Jacob Rhéaume
Director of Community Services – Anne Leduc
North Glengarry Fire Chief – Matthew Roy
Director of Public Works – Douglas Sitland

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

Resolution No. 1

Moved by: Brenda Noble

Seconded by: Johanne Wensink

That the Council of the Township of North Glengarry accepts the agenda of the Special Meeting of Council on Wednesday May 6, 2020.

Carried

4. **ADOPTION OF PREVIOUS MINUTES**
5. **DELEGATIONS**
6. **STAFF REPORTS**

Treasury Department

a) 2020 Budget Review

Resolution No. 2

Moved by: Carma Williams

Seconded by: Johanne Wensink

THAT the Council of the Township of North Glengarry accepts report TR2020-13 – the Director of Finance/Treasurer for discussion purposes only;

AND THAT the Council of the Township of North Glengarry approves the deferral of the capital projects listed in the attached appendix to be used to offset any deficit caused by COVID-19 with the residual to go to reserves.

Carried

7. UNFINISHED BUSINESS
8. CONSENT AGENDA
9. NEW BUSINESS
10. NOTICE OF MOTION – Next Meeting of Council, Monday May 11, 2020
11. QUESTION PERIOD
12. CLOSED SESSION BUSINESS
13. CONFIRMING BY-LAW
14. ADJOURN

Resolution No. 3

Moved by: Brenda Noble

Seconded by: Johanne Wensink

There being no further business to discuss, the meeting was adjourned at 3:22 p.m.

Carried

CAO/Clerk/ Deputy Clerk

Mayor / Deputy Mayor

Section 5

DELEGATIONS

Section 6

STAFF REPORTS

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 11, 2020

MOVED BY: Johanne Wensink

SECONDED BY: Carma Williams

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2020-08;

AND THAT the Council of the Township of North Glengarry approves a loan of \$21,000 to the Glengarry County Archives to be repaid by the end of the year.

Carried

Defeated

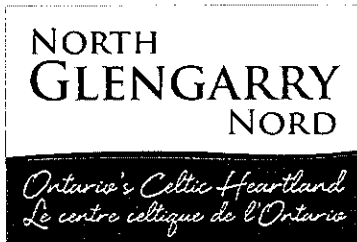
Deferred

MAYOR / DEPUTY MAYOR

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

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

Section 6 Item a



STAFF REPORT TO COUNCIL

Report No: AD-2020-08

May 11, 2020

From: Sarah Huskinson – Chief Administrative Officer/ Clerk

RE: Glengarry County Archives Request

Recommended Motion:

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2020-08;

AND THAT the Council of the Township of North Glengarry approves a loan of \$21,000 to the Glengarry County Archives to be repaid by the end of the year.

Background / Analysis:

Staff received the attached request from the Glengarry County Archives requesting additional funding and a loan for the Macdonell House Renovations for the future site of the archives.

Alternatives:

Option 1: THAT Council approves the loan to the Glengarry County Archives.

Option 2: THAT Council does not approve the loan to the Glengarry County Archives.

Financial Implications:

The loan will be repaid by the end of the Fiscal Year so will not have an impact on the budget.

Attachments & Relevant Legislation:

Letter from the Glengarry County Archives

Others Consulted:

Director of Finance/ Treasurer.

Signed by Sarah Huskinson
Chief Administrative Officer/ Clerk

Macdonell House Renovation, What Remains – May 1, 2020

Background:

The Townships of South and North Glengarry purchased Macdonell House for the Glengarry County Archives in 2019 for \$140.0k. Since then, \$240.0k has been raised in the community in support of the renovation project. Renovation work began on January 6th of this year. All structural work is completed (under budget) and the stone work is a day or two from completion. It is anticipated that most of the renovation will be completed by the end of next month. The overall projected cost of the renovation is \$410.0k.

Upcoming:

(1) Trillium grant of \$32.4k will address accessibility requirements including a ramp and entrance power door, WC power door, EVB ramp plans and associated costs.

(2) SG and NG have each allocated \$35.0k in this year’s budget to the renovation project. The \$70k will cover window, siding, roofing and drywalling costs.

(3) Remaining Costs

Include labour, electrical, remaining stone work, flooring, ceiling tiles, doors, trim, security, and miscellaneous. These costs amount to **\$93.0k** (tax incl) with an offset in the archives’ bank account of **\$19.0k**.

(5) Projected Shortfall	NG	SG
Remaining costs	37k	37k
Contingencies	10k	10k
	<hr/>	<hr/>
	47k	47k

Request of Council

(1) The archives is requesting a loan of **\$21k** from each Township which will be repaid before the end of current fiscal year. Repayment will come from the following sources: HST refund; a committed pledge; and UCDSB's current rent forgiveness/upcoming lease cancellation.

(2) The archives is also requesting **\$26k** from each Twp. which together with a \$21k short-term loan will make up the projected shortfall.

Note: renovation work continues with the approval of NG's building inspector.

Allan J. MacDonald
Project Manager

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 11, 2020

MOVED BY: Carma Williams

SECONDED BY: Johanne Wensink

THAT the Council of the Township of North Glengarry accepts report CS-2020-10 ; and

THAT Council endorses the renaming of the Glengarry Sports Palace's Community Hall to "Salle Communautaire Michel Depratto Community Hall"

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 6 Item b

STAFF REPORT TO COUNCIL

Report No: CS-2020-10

May 11, 2020

From: Anne Leduc – Director of Community Services

RE: Renaming of the Glengarry Sports Palace Community Hall

Recommended Motion:

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2020-10; and

THAT Council endorses the renaming of the Glengarry Sports Palace's Community Hall to "Salle Communautaire Michel Depratto Community Hall"

Background / Analysis:

At the last Council Meeting, Councillor Jacques Massie proposed the renaming of the Glengarry Sports Palace's Community Hall to honour long-time community member and Councillor Michel Depratto.

Staff suggests adding or modify signage at these locations:

- Outside exterior south-facing door – signage on exterior doorway
- 1st Floor Lobby area – directional signage at the doorway leading to the Community Hall
- 2nd Floor Community Hall – signage above the door

The new signs would modify the current wording "Community Hall / Salle Communautaire" to the following:

Salle Communautaire Michel Depratto Community Hall

Alternatives:

Option 1 – Recommended – That Council approves the renaming of the Glengarry Sports Palace Community Hall.

Or

Option 2 – Not recommended – That Council declines the renaming of the Glengarry Sports Palace Community Hall.

Financial Implications:

The cost to produce a sign above the Community Hall doorway on the 2nd floor, to add signage to the outside south-facing door and to reprint directional signage on the 1st floor is estimated to be less than \$500.

Attachments & Relevant Legislation:

None

Others consulted:

Kim Goyette – Director of Finance / Treasurer

Signed by Sarah Huskinson – Chief Administrative Officer / Clerk

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 11, 2020

MOVED BY: Brenda Noble

SECONDED BY: Jeff Manley

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2020-11; and

THAT Council approves the disbursement of \$3,500 in funds from the Economic Development Sponsorship GL 1-4-1950-2034 for the 2020 Grotto Virtual Concert Series.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 6 Item c

STAFF REPORT TO COUNCIL

Report No: CS-2020-11

May 11, 2020

From: Anne Leduc – Director of Community Services

RE: Grotto Concerts

Recommended Motion:

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2020-11; and

THAT Council approves the disbursement of \$3,500 in funds from the Economic Development Sponsorship GL 1-4-1950-2034 for the 2020 Grotto Virtual Concert Series.

Background / Analysis:

The organizers of the Grotto Concerts have contacted the Arts, Culture and Heritage Committee to determine if exceptionally, given the COVID-19 situation, there would be funding to support a series of nine virtual concerts that would be filmed and aired starting Wednesday, July 1, 2020 to celebrate Canada Day through to the end of August. Their costs are \$400 for musicians and \$250 for equipment and the sound technician for each concert. The total cost for the series is \$5850. With a virtual format, there will be no passing of the hat which has been the traditional method used by the Friends of the Grotto to fundraise for the next series of concerts and to support the upkeep of the Grotto.

At its May 4th meeting, the Arts, Culture and Heritage Committee supported the allocation of \$3,500 from the Economic Development Sponsorship Budget for the 2020 Grotto Virtual Concert series and that a report be prepared for Council for this request.

Council has approved \$10,000 in funds for the Sponsorship Fund as part of its 2020 Budget exercise which has a balance of \$9,000.

If Council approves this request, the Friends of the Grotto would be advised that these funds are to be used solely to support the Friends of the Grotto's concert activities and not as part of a donation to a not-for-profit organization.

Alternatives:

Option 1 – Recommended – That Council approves the disbursement of \$3,500 in funds from the Economic Development Sponsorship GL 1-4-1950-2034 for the 2020 Grotto Virtual Concert Series.

Or

Option 2 – Not recommended – That Council declines the disbursement of funds.

Financial Implications:

The funds are available in the Economic Development Sponsorship Budget GL 1-4-1950-2034.

In respect to funding that subsidized activities in the Township, staff has been advised that \$3,500 in funds will be returned to the Community Grants Program with the cancellation of the Maxville Fair and \$3,000 will be returned to the Township's Operating Budget with the cancellation of the Glengarry Highland Games.

Attachments & Relevant Legislation:

None

Others consulted:

Kim Goyette – Director of Finance / Treasurer

Signed by Sarah Huskinson – Chief Administrative Officer / Clerk

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 11, 2020

MOVED BY: Carma Williams

SECONDED BY: Brenda Noble

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

THAT Council approves the Use of Federal Gas Tax Funds Policy dated April 12, 2020.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

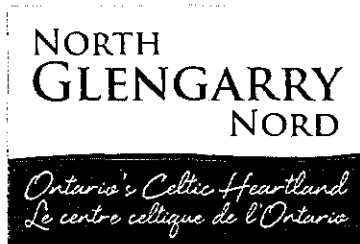
Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 6 Item d



STAFF REPORT TO COUNCIL

Report No: TR2020-14

May 6, 2020

From: Kim Goyette - Director of Finance/Treasurer

RE: Use of Federal Gas Tax Funds Policy

Recommended Motion:

THAT Council approves the Use of Federal Gas Tax Funds Policy dated April 12, 2020.

Background / Analysis:

The Federal Gas Tax Fund provides permanent and stable federal funding for local infrastructure projects. It can be used flexibly to address local priorities to assist the Township in the construction, enhancement or renewal of local infrastructure. Eligible project categories include broadband connectivity, local roads and bridges, Brownfield redevelopment, drinking water, solid waste, wastewater, culture, recreation, sport and tourism.

As outlined in Section 6.4 of the current Municipal Funding Agreement for the Transfer of Federal Gas Tax Revenues authorized by By-law 29-2014, the Corporation of the Township of North Glengarry acknowledges and agrees that the funds are intended for and shall be used for Eligible Expenditures in respect of Eligible Projects.

This policy provides an operating procedure for the use of Federal Gas Tax Funds.

Alternatives:

Option 1: Approve the Use of Federal Gas Tax Funds Policy.

Option 2: Do not approve Use of Federal Gas Tax Funds Policy.

Financial Implications:

N/A

Attachments & Relevant Legislation

Section 6.4 of the Municipal Funding Agreement for Transfer of Federal Gas Tax Revenues.

Others Consulted:

None

Signed by Sarah Huskinson, CAO/Clerk



USE OF FEDERAL GAS TAX FUNDS POLICY

BACKGROUND

The Federal Gas Tax Fund provides permanent and stable federal funding for local infrastructure projects. It can be used flexibly to address local priorities to assist the Township in the construction, enhancement or renewal of local infrastructure. Eligible project categories include broadband connectivity, local roads and bridges, Brownfield redevelopment, drinking water, solid waste, wastewater, culture, recreation, sport and tourism.

As outlined in Section 6.4 of the current Municipal Funding Agreement for the Transfer of Federal Gas Tax Revenues authorized by By-law 29-2014, the Corporation of the Township of North Glengarry acknowledges and agrees that the funds are intended for and shall be used for Eligible Expenditures in respect of Eligible Projects.

1. PURPOSE

To implement an Operating Procedure for the use of Federal Gas Tax Funds.

2. DEFINITIONS

AMO – Association of Municipalities Ontario.

CAO/Clerk – Chief Executive Officer of the Township.

Council – refers to the Mayor and Council members of the Township of North Glengarry

Director – Department Heads for Public Works; Finance; Building, Bylaw and Planning; and Community Services.

Township: Indicates the Corporation of the Township of North Glengarry.

3. PROCEDURE

- a. The Director of Finance/Treasurer reviews the annual amount to be received under the agreement in accordance to Schedule A of the Agreement and the Estimated AMO Allocations of the Federal Gas Tax Fund.
- b. The Director of Finance/Treasurer reviews the Eligible Project Categories as outline in Schedule B of the Agreement.

- c. The Director of Finance/Treasurer reviews the Eligible and Ineligible Expenditures as outlined in Schedule C of the Agreement.
- d. The Director of Finance/Treasurer meets with other Directors to review projects included in the Township's draft capital budget.
- e. The Director of Finance/Treasurer reviews and evaluates projects in conjunction with the Funding Agreement criteria as outlined above to determine which potential projects meet the requirements.
- f. The Director of finance/Treasurer determines which projects meet the criteria and those projects are included in the budget for Council approval.
- g. Once the budget is approved, the projects proceed with Directors monitoring the project costs until complete.
- h. The Director of Finance/Treasurer and applicable Director compile a statement outlining the costs to be funded from the Federal Gas Tax Fund each year.
- i. The Director of Finance/Treasurer ensures that the Gas Tax for the current year is recorded as a revenue and applied to the applicable projects. Excess funds are transferred to the Gas Tax Reserve Fund and any shortfalls are taken from the Gas Tax Reserve fund (if there are any funds available).
- j. The Director of Finance/Treasurer completes the Annual Gas Tax Reporting requirements to AMO.
- k. The external auditor reviews the annual Gas Tax expenditures and Annual Reporting as part of the year end audit.

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 11, 2020

MOVED BY: _____ Johanne Wensink _____

SECONDED BY: _____ Carma Williams _____

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

THAT Council approves the Release of Tax Information Policy dated April 20, 2020.

Carried

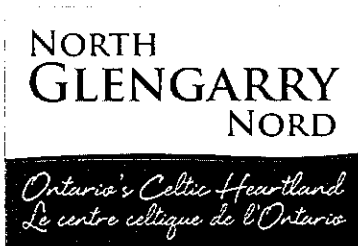
Defeated

Deferred

MAYOR / DEPUTY MAYOR

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

Section 6 Item e



STAFF REPORT TO COUNCIL

Report No: TR2020-15

May 6, 2020

From: Kim Goyette - Director of Finance/Treasurer

RE: Release of Tax Information Policy

Recommended Motion:

THAT Council approves the Release of Tax Information Policy dated April 20, 2020.

Background / Analysis:

Every year, as required by the Assessment Act section 39(1) the Municipal Property Assessment Corporation (MPAC), produces an assessment roll for each Ontario municipality. The municipal Clerk is subsequently required to make the roll "available for inspection by the public during office hours".

Once delivered, these assessment rolls belong to the Township and the Township has the jurisdiction to determine how to make the tax roll "available for inspection" as required by the Assessment Act section 39(2).

The purpose of this Policy is to establish procedures for public access to information found in the Tax Assessment Roll of the Township.

Alternatives:

Option 1: Approve the Release of Tax Information Policy.

Option 2: Do not approve the Release of Tax Information Policy.

Financial Implications:

N/A

Attachments & Relevant Legislation

Assessment Act RSO 1990

Municipal Freedom of Information and Protection of Privacy Act, RSO 1990

Others Consulted:

None

Signed by Sarah Huskinson, CAO/Clerk



BACKGROUND

Every year, as required by the Assessment Act section 39(1) the Municipal Property Assessment Corporation (MPAC), produces an assessment roll for each Ontario municipality. The municipal Clerk is subsequently required to make the roll "available for inspection by the public during office hours".

Once delivered, these assessment rolls belong to the Township and the Township has the jurisdiction to determine how to make the tax roll "available for inspection" as required by the Assessment Act section 39(2).

1. PURPOSE

The purpose of this Policy is to establish procedures for public access to information found in the Tax Assessment Roll of the Township as per the Assessment Act, RSO 1990 and the Municipal Freedom of Information and Protection of Privacy Act, RSO, 1990

2. DEFINITIONS

Clerk – means the Chief Executive Officer/Clerk of the Township.

Township - Indicates the Corporation of the Township of North Glengarry.

Staff – Refers to the employees of the Corporation of the Township of North Glengarry.

Tax Assessment Roll – refers to the document produced and distributed to the Township by MPAC.

3. PROCEDURES

- a. A member of the public may view the Tax Assessment Roll for the Township. The information provided in this document provides:
 - Name
 - Address and 911 address, if applicable
 - Property Roll Number
 - Legal Description
 - Assessment
 - Classification
 - School support

- b. "Inspection" means "viewing only" and only copying by hand or keying information into a laptop or other electronic device is permitted.
- c. The Tax Assessment Roll for the Township shall not be photocopied.
- d. The Tax Assessment Roll for the Township shall not be reproduced by mean of a scanner.
- e. The Tax Assessment Roll for the Township may not be reproduced by means of a camera or cell phone.
- f. Staff are not responsible for the correctness of the Tax Assessment of the Township.
- g. Staff shall not provide any information additional to what is on the Tax Assessment Roll for the Township.
- h. Personal information contained in the Tax Assessment Roll for the Township shall not be provided by staff via the phone. Property information only shall be provided.
- i. The tax status of a property in the Township shall not be released by staff to any person except the property owner. Release of this information to another party can only be upon the written consent of the property owner or their legal representative.

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 11, 2020

MOVED BY: Carma Williams

SECONDED BY: Jacques Massie

THAT the Council of the Township of North Glengarry receives Staff Report No. BP-2020-15, and

THAT Council of the Township of North Glengarry adopt Zoning By-law Z-02-2020 and that by-law Z-02-2020 be read a first, second, third time and enacted in Open Council this 11th day of May, 2020.

Carried

Defeated

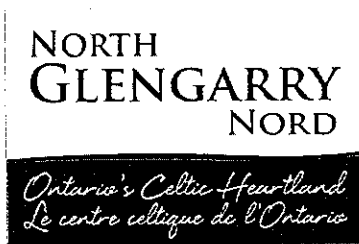
Deferred

MAYOR / DEPUTY MAYOR

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

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

Section 6 Item f



STAFF REPORT TO COUNCIL

Report No: BP-2020-15

May 11th, 2020

From: Kasia Olszewska, Planner

RE: ZONING AMENDMENT Z-02-2020
LOCATION – CON 7 PART LOT 11 (21755 Laggan-Glenelg, Dalkeith)
OWNER – David MacDonald

Recommended Motion: That the Council of the Township of North Glengarry adopt Zoning By-Law # Z-02-2020

Background / Analysis: An application for a Zoning By-law amendment was presented to the Planning Committee on April 27th, 2020. 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 April 27th, 2020, 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-02-2020
- Resolution of April 27th, 2020
- Planning Committee Report from April 27th, 2020

Signed by Sarah Huskinson – CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NO. Z-02-2020

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 7 Part Lot 11 (21755 Laggan-Glenelg, Dalkeith) Township of North Glengarry zoned General Agricultural Special Exception (AG-183) and General Agricultural Special Exception (AG-PR) on Schedule "A" attached hereto, the following provisions shall apply:
 - i) Special Exception AG-PR: No residential uses shall be permitted on the retained lands.
 - i) Special Exception AG-183: to prohibit agricultural uses on the severed portion of the lands, recognize a barn as an accessory building and not a livestock facility, and allow an accessory building height of over 5m, by rezoning the severed lands to AG-183.
2. That Schedule "B" of By-Law 39-2000 is hereby amended by changing the AG zone Symbol of the lands to "AG-PR and AG-183" 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 11th day of May, 2020

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. Z-02-2020, duly adopted by the Council of the Township of North Glengarry, on the 11th day of May, 2020

Date Certified

Clerk / Deputy Clerk

SCHEDULE "A"
TO BY-LAW NUMBER Z-02-2020

Legend
Subject Property
Zone Change to "AG-PR and AG-183"



Concession 7 Part Lot 11
Township of North Glengarry
United Counties of Stormont, Dundas & Glengarry

This is Schedule "A" to By-Law Z-02-2020
Passed this 11th day of May, 2020

Mayor/Deputy Mayor

CAO/Clerk/Deputy Clerk

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

Date: April 27th, 2019

To: Planning Committee Members

From: _____
Kasia Olszewska, Planner

Sarah Huskinson - CAO/Clerk

Re: Zoning Amendment Z-02-2020

Owner: David MacDonald

Property Location: CON 7 PART LOT 11 (21755 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-8/20:

- To prohibit residential development on the retained portion of lands by rezoning the retained lands to AG-PR; and,
- To prohibit agricultural uses on the severed portion of the lands, recognize a barn as an accessory building and not a livestock facility, and allow an accessory building height of over 5m, by rezoning the severed lands to AG-183.

Discussion: The subject land area is 211.5 acres. The applicant received conditional approval from the Counties of SD&G on March 24th, 2020 to sever 3.68 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-02-2020 be forwarded to the Council of the Township of North Glengarry for further consideration and approval.

**CORPORATION
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 11, 2020

MOVED BY: Jeff Manley

SECONDED BY: Brenda Noble

That Council accept Public Works Report PW 2020-24 – Award of Tender 2020-04
Aggregates; and further

That Council award the Tender to A.L. Blair at a unit price of \$9.69 per tonne for Granular
“M”, excluding HST.

Carried

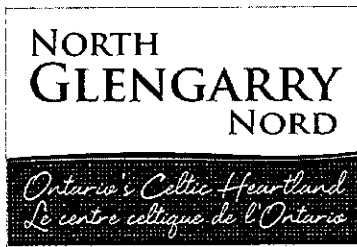
Defeated

Deferred

MAYOR / DEPUTY MAYOR

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

Section 6 Item g



Report – PW 2020-04

STAFF REPORT TO COUNCIL

Date: May 11, 2020, 2020

From: Doug Sitland, Director of Public Works

RE: Award of Tender 2020-05 Aggregates

Recommended Motion:

That Council accept Public Works Report PW 2020-24 – Award of Tender 2020-04 Aggregates; and further

That Council award the Tender to A.L. Blair at a unit price of \$9.69 per tonne for Granular “M”, excluding HST.

Background / Analysis:

On an annual basis, the Township tenders for Granular materials it uses. Granular “M” is the material that is placed on all gravel roads in the spring to freshen up the road surface, however the Township does use other type of materials throughout the course of the year.

A tender was placed with 4 bids being received. While the opening was intended to be “public”, given COVID-19 restrictions, it was not open to the public, but the results were communicated to the interested parties as soon as practical after the opening. The results are as follows:

Company Name	Address	Deposit	Unit Price**	Total Price**
A.L. Blair	PO Box 220, Moose Creek, ON	Yes	\$ 9.69	\$290,700.00
DSQuard Aggregates	6906 McKeown Dr, Greely, ON	Yes	\$ 10.90	\$327,000.00
Coco Paving Inc.	12520 Cty Rd 2, Morrisburg, ON	Yes	\$ 11.20	\$336,000.00
Cornwall Gravel	390 Eleventh St, Cornwall, ON	Yes	\$ 14.00	\$420,000.00

**All prices noted do not include GST

The bid by A.L. Blair is the lowest responsive and responsible bid.

Alternatives:

N/A

Financial Implications:

Through the Capital budget, the Township budgets for Gravel Resurfacing. The total 2020 budget is \$266,936. Based on the estimated quantity for 2020 and the quoted unit price, the estimated total cost for 2020 is \$290,700, a difference of about 8.9 %.

Several options exist for Council to consider as follows:

- Proceed with re-surfacing all of the roads contemplated with the amount contemplated within the tender, meaning the expenses will exceed the available budget
- Proceed with re-surfacing all of the roads contemplated, but reduce the amounts so as to match the available budget
- Eliminate road-sections scheduled to receive an overlay

Should Council wish to proceed with resurfacing all the roads contemplated with the amounts contemplated, the expenses will exceed the available budget. At a Special Meeting of Council, dated May 6, 2020, Council deferred a number of Capital projects in an effort to identify savings as a contingency relate Weed Harvester Engine Replacement with a budget of \$20,000. Recently, in discussion with the manufacturer, the issues with the engine during operation were found to be a "maintenance" issue. The Department is hopeful that a change in the maintenance practices will alleviate the problem, meaning the \$20,000 is a further surplus. This budget item is funded from the tax-base and would be sufficient to cover expected cost over-runs for gravel

Others consulted:

Sarah Huskinson, Chief Administrative Officer
Kim Goyette, Director of Finance/Treasurer

Attachments:

N/A

Signed by Sarah Huskinson - CAO/Clerk

Section 7

UNFINISHED

BUSINESS

Section 8

CONSENT AGENDA

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 11, 2020

MOVED BY: Jacques Massie

SECONDED BY: Johanne Wensink

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

Carried

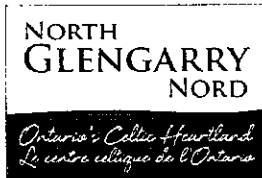
Defeated

Deferred

MAYOR / DEPUTY MAYOR

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

Section 8



Community Development Committee

MINUTES

Tuesday, March 3, 2020 at 3:00 pm
Glengarry Sports Palace, 170 MacDonald Blvd., Alexandria

PRESENT: Carma Williams, Chair
Jeff Manley, Councillor
Brenda Noble, Councillor
Gina Dragone, Community Representative
Dean MacGillivray, Community Representative
Rory Levert, Community Representative
Michael Madden, Community Representative
Anne Leduc, Director – Community Services / Recording Secretary

REGRETS: Sarah Huskinson, CAO
David Filion, Community Representative

1) CALL TO ORDER

The meeting was called to order at 3:05 pm by Carma Williams.

2) DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest by the members present.

3) ADDITIONS, DELETIONS OR AMENDMENTS

Remove item 8c) Electoral Boundaries

4) ADOPTION OF THE AGENDA

Moved by: Mike Madden

Seconded by: Jeff Manley

THAT the agenda for the Community Development Committee for March 3, 2020 be adopted as amended.

Carried.

5) ADOPTION OF THE PREVIOUS MINUTES

Moved by: Michael Madden

Seconded by: Gina Dragone

THAT the minutes of the January 29, 2020 Community Development Committee meeting be accepted as presented.

Carried.

6) BUSINESS ARISING FROM THE MINUTES

There was no new business arising from the minutes.

7) DELEGATIONS

None

8) AGENDA ITEMS

a. Marketing Plan Working Group – Update

- i) Draft RFP for the Development and Marketing Strategy

The Committee members reviewed the RFP and refined certain points. The Chair asked that questions on the RFP received from consultants be circulated to the Community Development Committee Members.

The RFP which is now ready for release.

b. Educational Reform / School Boundary Working Group – Verbal Update

Mr. Jeff Manley spoke to the fact that Mr. Dawes interviewed parents, board members, SOS members and gave a summary of the results of the interviews. There are two options: 1) maintain existing boundaries but offer courtesy busing to the few that request it; 2) offer a flexible boundary for both GDHS and Tagwi. The proposed boundary would extend past Apple Hill.

Jeff sent an email to Mr. John Danaher indicating that the proposed flexible boundary would be the 1st choice and Mr. Danaher indicated that this proposal is the one that makes sense. The option should be discussed at the next Board Meeting and voted on at the following meeting.

c. Electoral Boundaries – Verbal Update

This item will be removed from the agenda until advised otherwise.

d. Activities / Events – Verbal Update

- Staff has advised that a Tourism Grants Café will be held on September 22nd at Island Park.

- The Teeny Tiny Summit will most likely be held the week of June 15th at the Glengarry Sports Palace.
- The members of the Community Development Committee are invited to attend the SDG Main Street Public Consultation on March 25th at the Sandfield Centre at 6 pm.

e. Population and Maintenance of Community Assets Listing

The information is presented as a placeholder.

9) PENDING BUSINESS

None

10) CORRESPONDENCE/INFORMATION ITEMS

a. Key Information Report – Economic Development Update

Staff gave an update on the Altech closure and advised that most of the staff has been hired by local businesses. The operations will unwind over a period of 6 months and Economic Development will contact the owners if they receive any interest on a property similar to theirs.

The Committee members were invited to contact staff regarding any issues, comments or concerns on the information provided in the Economic Development Update.

11) NEXT MEETING

The next Community Development Committee will take place on April 1, 2020 at 3 pm at the Sandfield Centre (102 Derby Street W., Alexandria).

12) ADJOURNMENT

The meeting was adjourned at 5:35 pm by Dean MacGillivray.

Carma Williams
Chair



COMMUNITY DEVELOPMENT COMMITTEE

KEY INFORMATION REPORT

Report No: CD-2020-02

February 20, 2020

From: Tara Kirkpatrick, Economic Development & Communications Officer and
Anne Leduc – Director of Community Services

RE: Economic Development Update

The following is a summary of activities from January 17, 2020 onwards.

Community Improvement Plan (CIP) and SDG Regional Incentives Plan

The Economic Development Officer is working with a number of property owners on potential CIP applications. At the next Council meeting, Council will be asked to approve a submission for a Public Art Grant from the St. Colomba Presbyterian Church, asking for funding for a bronze plaque to commemorate the 200th anniversary of Kirk Hill.

Numerous clients are working on their applications for the United Counties of SDG's Regional Incentives Program. Seven applicants from North Glengarry are expected to apply for the first round of applications is February 21, 2020. The program has an anticipated budget of \$250,000 for 2020. Every application requires a pre-application meeting and a vetting of the completed application by the Economic Development and Communications Officer prior to submission to the Program.

Business Retention & Expansion

- Assisted an industrial client seeking tenants.
- Assisted Alexandria Moulding in coming to an agreement with the Township of North Glengarry to rent surplus space at a municipal facility on Lochiel. A 2,000 square-foot section of the facility will be used to store equipment for the next 3-6 months, based on local rental rates for this type of storage.
- Following the February 13th announcement of Alltech's closure, it was imperative to meet with Alltech representatives as soon as possible to discuss next steps. After the municipality was informed at 9 am of this closure, the EDO was in a meeting with the Operations Manager by 9:30 am. As a result of this meeting, the EDO reached out to the Glengarry Inter Agency Group and the Eastern Ontario Training Board to assist with an employee meeting on February 20 to counsel them on their employment options. The EDO also requested that MP Francis

Drouin send a staff member to assist the employees with questions relating to their government pension plans and unemployment insurance. The EDO suggested to Alltech that they contact their insurance company to inquire if a crisis counsellor might also be available.

- The EDO prepared a “cheat sheet” of local employers, employment service agencies and crisis counselling hot lines that was given by Alltech, to their employees, on February 14th.
 - The EDO arranged for North Glengarry to partner with GIAG to host an emergency job fair on February 27th at Island Park. She also reached out directly to the four largest employers to extend an invitation with them to attend this event and to request that the information for their human resources departments be included on the information flyer given to employers on February 14th.
 - By the end of February 13th, the EDO had met with the United Counties of SDG to appraise them of the situation. Council had been updated by email. The Ontario Ministry of Economic Development and OMAFRA were also made aware of the situation, to ensure that they could assist with the process by looking for future leads for this facility. The MP was also informed in case he was approached by press and questioned on the departure of this company to the U.S.
 - The EDO will continue to work with Alltech on their shut down and plans for the future.
- Organized a “Grants Café” to take place on February 20, at the Glengarry Sports Palace. The focus of this seminar is on industrial and commercial grants available for businesses. Guest speakers will discuss the SDG Regional Incentives Program, the Rural Innovation Initiative, the Ontario Ministry of Economic Development Fund and the North Glengarry Community Improvement Plan.
 - The EDO organized a “Tourism Grant Café” to take place in September. It will feature the North Glengarry Community Grants, the SDG Tourism Grants, RT09 Partnership Fund the Celebrate Ontario Grants. This event will be held at the Sandfield Centre on September 22.

Youth Retention

- Consultations with partners (Eastern Ontario Training Board (EOTB), St-Lawrence College, Glengarry Inter-Agency Group (GIAG) on strategies to retain youth.

Workforce Development

- Working with the Eastern Ontario Training Board and Glengarry Inter-Agency Group to collect statistics related to wages and job retention that has been requested by an industrial client.

Branding Initiatives

- Coordinated a variety of regional tourism ads that promote the Ontario Celtic Heartland banner. These ads represent a joint branding campaign shared between the Township of North Glengarry and the Township of South Glengarry. The traditional branding was updated this year to be more focused. SDG Tourism will also be participating in these shared campaigns which are being used to better promote the wider region to bigger audiences.

Conferences, Training and Networking

- Participated in various Economic Development workshops and forums such as the Stormont, Dundas & Glengarry Economic Development Working Group, and the North Glengarry Emergency Preparedness Group.
- Met with local EDOs and representatives from the United Counties of SDG to strategize about ways to improve our local websites and ways to partner for some of these future initiatives.

Communications

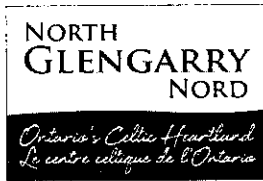
- Postings on Facebook – has reached over 3,560 Likes. This is up from about 900 followers in 2017.
- Recent press releases include
- Arranged for translation and prepared the French version of the new Planning Department brochure.
- Responded to numerous information requests from the public, including questions related to volunteer opportunities, housing developments and internet access.
- Took photos of municipal assets, including Alexandria Island Park and at the Tim Hortons Dome. Attended and photographed numerous local activities, including the Alexandria Fishing Derby, Family Day activities and of local walking groups.
- Designed a variety of posters for Township events. In most instances, ads were created and shared with local newspapers on this topic.
- Posted a variety of Township jobs to the website and social media.
- Prepared the monthly ad “What’s New in North Glengarry,” which appeared in the Glengarry News.
- Attended and photographed numerous events.

Varia

- Working with OMAFRA to organize a Teeny Tiny Summit to take place in Alexandria in 2020.

COMMENTS

This report is presented for information purposes only.



Arts, Culture and Heritage Committee

MINUTES

Monday, April 6, 2020 at 4:30 pm
Through Teleconference

PRESENT: Jeff Manley, Chair
Carma Williams, Deputy Mayor
Karen Davison Wood, Member at Large
Deirdre Hill, Member at Large
Dane Lanken, Member at Large
Sharon McRae, Member at Large
Michael Madden, Member at Large
Nicole Nadeau, Member at Large
Kasia Olszewska, Municipal Planner
Tara Kirkpatrick, Ec. Dev & Communications Officer
Anne Leduc, Director – Community Services / Recording Secretary

REGRETS: Sarah Huskinson, CAO

1. CALL TO ORDER

The meeting was called to order at 4:31 p.m.

2. DECLARATIONS OF PECUNIARY INTEREST

None

3. ADDITIONS, DELETIONS OR AMENDMENTS

8 a) iii. Extension to CIP 1645 County Road 30, Greenfield ON

4. ADOPTION OF THE AGENDA

Moved by: Michael Madden **Seconded by:** Carma Williams

THAT the agenda for the Arts, Culture and Heritage Meeting of April 6, 2020 be adopted as amended.

Carried.

5. ADOPTION OF PREVIOUS MINUTES

Moved by: Dane Lankin **Seconded by:** Michael Madden

THAT the minutes for the Arts, Culture and Heritage Meeting of February 3, 2020 be adopted as presented.

Carried.

6. BUSINESS ARISING FROM THE MINUTES

None

7. DELEGATIONS

None

8. AGENDA ITEMS

a. Community Improvement Plan Projects

i) **88 St-Paul Street, Alexandria – Trees**

A formal letter was sent to the property owner to ask her to consider replanting trees on the property.

ii) **Funding through Main Street Revitalization Initiative Program**

Moved by: Karen Davison Wood

Seconded by: Carma Williams

THAT the Arts, Culture and Heritage Committee recommends that Council approves that the following Community Improvement Plan Projects obtain 50% funding through the Main Street Revitalization Initiative Program to be applied to approved façade improvements for commercial buildings in designated CIP Areas:

For the property located at 17-19 Main Street South, Alexandria ON (Decoste) that the Arts, Culture and Heritage Committee supports a CIP grant payment of \$2,952.13 with \$1,476.07 (50%) paid from the Main Street Revitalization account and \$1,476.06 (50%) from the Community Improvement Plan account;

For the property located at 20 Main Street South, Maxville ON (Munro Morris) that the Arts, Culture and Heritage Committee supports a CIP grant payment of \$7,441.19 with \$3,720.59 (50%) paid from the Main Street Revitalization account and \$3,720.60 (50%) from the Community Improvement Plan account;

For the property located at 28 Main Street North, Alexandria ON (Decoste) that the Arts, Culture and Heritage Committee supports a CIP grant payment of \$6,638.50 with \$3,319.25 (50%) paid from the Main Street Revitalization account and \$3,319.25 (50%) from the Community Improvement Plan account;

For the property located at 17 Main Street North, Alexandria ON (Bellefeuille) that the Arts, Culture and Heritage Committee supports a CIP grant payment of \$7,514.82 with \$3,757.41 (50%) paid from the Main Street Revitalization account and \$3,757.41 (50%) from the Community Improvement Plan account.

Carried.

iii) **Extension to CIP 1645 County Road 30, Greenfield ON**

Moved by: Deirdre Hall

Seconded by: Karen Davison Wood

THAT the Arts, Culture and Heritage Committee recommends that Council approves an additional six (6) month extension from May 12, 2020 to November 12, 2020 for the Community Improvement Plan project at 1645 County Road 30 in Greenfield.

Carried.

b. **Alexandria Water Treatment Plant**

i) **Updated Colour Choices**

The committee members were informed of the colour scheme and that the materials for the exterior of the building have been ordered.

ii) **Location of Mural Art**

The Glengarry Artists Collective will be asked if they would consider donating the panels back to each school who contributed to making the art.

c. **Glengarry Routes Tour**

At the moment, staff is optimistic that the Glengarry Routes can be held in September 2020. It is one of the only remaining events being considered by the Glengarry Pioneer Museum. The Committee agrees that the Tour should concentrate on Alexandria and be used to increase the use of the Walking Tour. English and French posters have been created and will be circulated to the Committee Members. There has been minimal costs incurred at this time, mostly staff time. The Glengarry Routes Tour will remain on the agenda as a placeholder.

d. **Remembrance Day Banners**

Staff has advised that another 20 banners were ordered and that they were funded at 50% by the Main Street Revitalization Initiative.

e. **Grants to organizations through the Community Grants and Municipal Budget – Staff Report**

Moved by: Dane Lanken

Seconded by: Nicole Nadeau

THAT the Arts, Culture and Heritage Committee recommends to Council that grants allocated through the Community Grants and the North Glengarry Municipal Budget be maintained for organizations that plan to postpone their events to later in 2020 with the understanding that:

- staff will report regularly to Arts, Culture and Heritage Committee during their meetings and to Council through the Committee of the Whole Community Services Workplan Report;
- in the event that an activity is cancelled, sums to be returned to the Township will exclude expenses that have already been incurred;
- organizations funded through the Community Grants that plan to postpone their events to 2021 will be required to reapply to that fund.

Carried.

f. **Review of the Community Improvement Plan – Update**

Staff has confirmed that there is no need for a 5-year review as this condition has been removed in the Planning Act but nonetheless, given the changes propose, it should still be submitted for community input. Timing of the Community consultation was discussed and staff suggests that no consultations be done until the COVID-19 situation has settled and that they will most likely occur in the fall. The document will be brought back at the May ACHC meeting but the link with the document will be sent to the Committee members in the meantime for their review and comments.

9. PENDING BUSINESS

Mr. Dane Lanken has been coordinating the interpretive panel with Ms. Frances Fraser on local Dalkeith history and will be circulated back to the ACHC prior to being finalized.

Staff will find out where the Alexandria 200 banners are stored.

10. CORRESPONDENCE/INFORMATION ITEMS

None

11. NEXT MEETING

The next meeting will be held on May 4, 2020 at 4:30 pm via teleconference.

12. ADJOURNMENT

The meeting was adjourned at 5:35 pm by Deirdre Hall.

Jeff Manley
Chair

Section 9

NEW BUSINESS

Section 10

NOTICE OF MOTION

Section 11

QUESTION PERIOD

Section 12

CLOSED SESSION

BUSINESS

Section 13

CONFIRMING BY-LAW

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 11, 2020

MOVED BY: Jeff Manley

SECONDED BY: Brenda Noble

That the Council of the Township of North Glengarry receive By-law 22-2020; and

That Council adopt by-law 22-2020 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 22-2020 be read a first, second, third time and enacted in Open Council this 11th day of May, 2020.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 13 Item a

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 22 - 2020
FOR THE YEAR 2020**

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

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

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

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

1. **THAT** the action of the Council at its regular meeting of May 11, 2020 in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law; and;
2. **THAT** the Mayor and the proper officers of the Township of North Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.
4. **THAT** where a "Confirming By-law" conflicts with other by-laws the other by-laws shall take precedence. Where a "Confirming By-Law" conflicts with another "Confirming By-law" the most recent by-law shall take precedence.

READ a first, second and third time, passed, signed and sealed in Open Council this 11th day of May 2020

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 22-2020, duly adopted by the Council of the Township of North Glengarry on the 11th day of May 2020.

Date Certified

CAO/Clerk / Deputy Clerk

Section 14

ADJOURN

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 11, 2020

MOVED BY: Brenda Noble

SECONDED BY: Johanne Wensink

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

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

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

Section 14