

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

**Monday September 24, 2018 at 7:00 p.m. – Council Chambers
102 Derby Street West, Alexandria, Ontario K0C 1A0**

Draft Agenda

THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

1. ACCEPT THE AGENDA (Additions/Deletions) ® (Carma)
2. DECLARATIONS OF CONFLICTS OF INTEREST
3. ADOPTION OF PREVIOUS MINUTES ® (Jamie)
 - a) Regular Meeting of Council – September 10, 2018
 - b) Special Meeting of Council – September 17, 2018
4. DELEGATION(S)
 - a) CEO Hôpital Glengarry Memorial Hospital – Micheal Cohen
5. COMMITTEE RECOMMENDATIONS
6. CAO/CLERK'S DEPARTMENT – Sarah Huskinson - CAO/Clerk
 - a) By-law 53-2018 – Lease Agreement with NHXT Inc. ® (Brian)
7. COMMUNITY SERVICES DEPARTMENT –
Anne Leduc, Director of Recreation/Community Services
8. TREASURY DEPARTMENT – Kimberley Champigny – Treasurer & Director of Finance
9. PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT -
Jacob Rhéaume – Director of Building, By-law & Planning / CBO
 - a) Recruitment and hiring of a Planner and a By-law Enforcement Officer ® (Jeff)
10. FIRE DEPARTMENT – Patrick Gauthier, North Glengarry Fire Chief
 - a) Training Facility ® (Michel)
11. PUBLIC WORKS DEPARTMENT – Ryan Morton, Director of Public Works
 - a) Maxville Tower Logo Approval ® (Carma)
 - b) Hope Ouimet Rd. Culvert ® (Jacques)
12. CORRESPONDENCE
 - a) Child and Youth Safety and well-being Proclamation ® (Mayor)
13. NEW BUSINESS
14. NOTICE OF MOTION
Next Regular Public Meeting of Council
Monday October 9, 2018 at 7:00 p.m. at the Centre Sandfield Centre, 102 Derby Street West,
Alexandria, Ontario.
Note: Meeting are subject to change or cancellation.

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

16. **CLOSED SESSION BUSINESS**

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

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

And adopt the minutes of the Municipal Council Closed Session meeting of August 27, 2018 and September 17, 2018

17. **CONFIRMING BY-LAW**

a) By-law 54-2018 ® (Brian)

18. **ADJOURN** ® (Jacques)

Section 1

ACCEPT THE AGENDA

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 24, 2018

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday September 24, 2018.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

Section 1

Section 2

DECLARATIONS OF CONFLICTS OF INTEREST

Section 3

ADOPTION OF PREVIOUS MINUTES

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 24, 2018

MOVED BY: _____

SECONDED BY: _____

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

Regular Meeting of Council – September 10, 2018

Special Meeting of Council – September 17, 2018

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

Section 3

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

REGULAR MEETING OF COUNCIL

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

A Regular meeting of the Municipal Council was held on September 10, 2018 at 7:00 p.m., with Mayor Chris McDonnell presiding.

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

ALSO PRESENT: **CAO/Clerk** - Sarah Huskinson
Deputy Clerk – Lise Lavigne

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

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

Resolution No. 1

Moved by: Carma Williams

Seconded by: Michel Depratto

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

Carried

3. **ADOPTION OF PREVIOUS MINUTES**

Resolution No. 2

Moved by: Jamie MacDonald

Seconded by: Carma Williams

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

Regular Meeting of Council – August 27, 2018

Carried

4. **DELEGATION(S)**

a) Financial Statement – Auditor Welch LLP – Ken Fraser

Resolution No. 3

Moved by: Brian Caddell

Seconded by: Jeff Manley

THAT Council receive and adopt the 2017 Financial Statements as presented by Ken Fraser, CPA, CA, Welch LLP – Chartered Professional Accountants.

Carried

b) Possible impacts of marijuana legalization – Ben Anson

Ben Anson made a presentation about the impacts of marijuana legalization.

5. COMMITTEE RECOMMENDATIONS

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

a) Enbridge Franchise Agreement – Renewal

Resolution No. 4

Moved by: Brian Caddell

Seconded by: Jeff Manley

THAT Council for the Township of North Glengarry receives Staff Report No. AD-2018-05;

AND THAT Council approves the form of Franchise Agreement and draft by-law attached hereto and authorizes the submission thereof to the Ontario Energy Board for approval pursuant to the provisions of Section 9 of the Municipal Franchises Act;

AND THAT Council requests the Ontario Energy Board to make an order dispensing with the assent of the municipal electors of the attached draft by-law, pursuant to the provisions of Section 9(4) of the Municipal Franchises Act;

AND FURTHER THAT the Mayor and Clerk be authorized to enter into the Franchise Agreement with Enbridge Gas Distribution Inc. upon receipt of notice of a Decision and Order from the Ontario Energy Board and subsequent passing of the by-law.

Carried

Action – SH

b) Community RUNning Event

Resolution No. 5

Moved by: Jeff Manley

Seconded by: Brian Caddell

THAT Council for the Township of North Glengarry receives Staff Report No. AD-2018-06 for information.

Carried

c) By-law 51-2018 – Audit Committee

Resolution No. 6

Moved by: Michel Depratto

Seconded by: Carma Williams

THAT Council for the Township of North Glengarry receives Staff Report No. AD-2018-05;

AND THAT Council adopt by-law 51-2018, being a by-law to appoint members to the Stormont Dundas and Glengarry Compliance Audit Committee and the attached Terms of Reference for that Committee;

AND THAT by-law 51-2018 be read a first, second and third time and enacted in Open Council this 10th day of September, 2018.

Carried

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

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

a) **Verbal Report – FCM Grant**

The CAO/Clerk Sarah Huskinson updated Council on the FCM Grant that Treasurer & Director of Finance has applied for.

9. **PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT -**
Jacob Rhéaume – Director of the Building/By-law & Planning Services

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

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

12. **CORRESPONDENCE**

a) Planning Committee Minutes – May 28, 2018

13. **NEW BUSINESS**

14. **NOTICE OF MOTION** - Next Meeting of Council, Sept 24, 2018.

15. **QUESTION PERIOD**

16. **CLOSED SESSION BUSINESS**

17. **CONFIRMING BY-LAW**

a) **By-law 52-2018**

Resolution No. 7

Moved by: Carma Williams

Seconded by: Michel Depratto

That the Council of the Township of North Glengarry receive By-law 51-2018; and

That Council adopt by-law 51-2018 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 51-2018 be read a first, second, third time and enacted in Open Council this 10th day of September, 2018.

Carried

18. **ADJOURNMENT**

Resolution No. 8

Moved by: Jeff Manley

Seconded by: Brian Caddell

There being no further business to discuss, the meeting was adjourned at 7:43 p.m.

Carried

CAO/Clerk/ Deputy Clerk

Mayor / Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

SPECIAL MEETING OF COUNCIL

**Monday September 17, 2018 at 1:30 p.m. – Gary Shepherd Hall
102 Derby Street West, Alexandria, On K0C 1A0**

A Special meeting of the Municipal Council was held on September 17, 2018 at 1:30 p.m., with Mayor Chris McDonell presiding.

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

ALSO PRESENT: **CAO/Clerk** - Sarah Huskinson
Director Community Services – Anne Leduc
Economic Development Coordinator – Tara Kirkpatrick
Director of Public Works – Ryan Morton

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

Resolution No. 1

Moved by: Jeff Manley

Seconded by: Jamie MacDonald

That the Council of the Township of North Glengarry accepts the agenda of the Special Meeting of Council on Monday September 17, 2018.

Carried

3. **ADOPTION OF PREVIOUS MINUTES**
4. **DELEGATION(S)**
5. **COMMITTEE RECOMMENDATIONS**
6. **CAO/CLERK'S DEPARTMENT** – Sarah Huskinson - CAO/Clerk
7. **COMMUNITY SERVICES DEPARTMENT** - Anne Leduc, Director Community Services
8. **TREASURY DEPARTMENT** – Kimberley Champigny, Treasurer & Director of Finance
9. **PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT** -
Jacob Rhéaume – Director of the Building/By-law & Planning Services
10. **FIRE DEPARTMENT** – Patrick Gauthier, North Glengarry Fire Chief
11. **PUBLIC WORKS DEPARTMENT** – Ryan Morton, Director of Public Works
12. **CORRESPONDENCE**

13. NEW BUSINESS

14. NOTICE OF MOTION - Next Meeting of Council, Sept 24, 2018.

15. QUESTION PERIOD

16. CLOSED SESSION BUSINESS

Resolution No. 2

Moved by: Brian Caddell

Seconded by: Jeff Manley

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

Carried

Resolution No. 3

Moved by: Michel Depratto

Seconded by: Jeff Manley

That we return to the Special Meeting of Council at 2:17 p.m.

Carried

Resolution No. 4

Moved by: Jeff Manley

Seconded by: Brian Caddell

That Council direct Staff to draft a lease with NHXT for 95 Lochiel Street East, Alexandria to be presented to Council at the September 24th Council meeting.

Carried

17. CONFIRMING BY-LAW

18. ADJOURNMENT

Resolution No. 5

Moved by: Jacques Massie

Seconded by: Brian Caddell

There being no further business to discuss, the meeting was adjourned at 2:18 p.m.

Carried

CAO/Clerk/ Deputy Clerk

Mayor / Deputy Mayor

Section 4

DELEGATION

Section 5

COMMITTEE

RECOMMENDATIONS

Section 6

CAO/CLERK'S

DEPARTMENT

Sarah Huskinson

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 24, 2018

MOVED BY: _____

SECONDED BY: _____

THAT Council for the Township of North Glengarry receives Staff Report No. AD-2018-09;

AND THAT Council adopt by-law 53-2018, being a by-law to authorize the Mayor and Clerk to enter into a lease agreement with NHXT Inc. for a portion of the property known as 95 Lochiel Street East, Alexandria;

AND THAT by-law 53-2018 be read a first, second and third time and enacted in open Council this 24th day of September, 2018.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

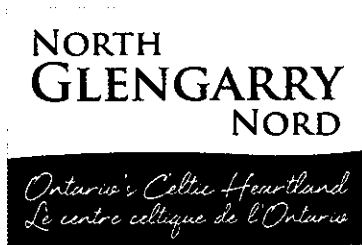
Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

Section 6 Item a



(a)

STAFF REPORT TO COUNCIL

Report No: AD-2018-09

September 24, 2018

From: Sarah Huskinson – Chief Administrative Officer/ Clerk

RE: 95 Lochiel Street East

Recommended Motion:

THAT Council for the Township of North Glengarry receives Staff Report No. AD-2018-09;

AND THAT Council adopt by-law 53-2018, being a by-law to authorize the Mayor and Clerk to enter into a lease agreement with NHXT Inc. for a portion of the property known as 95 Lochiel Street East, Alexandria;

AND THAT by-law 53-2018 be read a first, second and third time and enacted in open Council this 24th day of September, 2018.

Background / Analysis:

The Township was approached by the owner of NHXT Inc. regarding the possibility of leasing space at one of the Township's properties for commercial/ industrial use. A proposal was put forward and Council directed Staff at the Special Council meeting September 17th to draft a lease agreement with NHXT Inc. NHXT Inc. is proposing to lease the majority of the building, allowing a portion to be used by the Township for storage of Public Works equipment.

Alternatives:

Option 1: THAT Council adopts the lease by-law

Option 2: Not recommended – THAT Council does not adopt the lease by-law.

Financial Implications:

Staff are recommending the \$5,000 per month be put in a reserve for future building plans.

Attachments & Relevant Legislation:

By-law and lease agreement.

Others Consulted:



Sarah Huskinson
Chief Administrative Officer/ Clerk

Section 7

COMMUNITY SERVICES

DEPARTMENT

Anne Leduc

Section 8

TREASURY DEPARTMENT

KIMBERLEY CHAMPIGNY

Section 9

**PLANNING/BUILDING
BY-LAW
DEPARTMENT**

Jacob Rhéaume

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 24, 2018

MOVED BY: _____

SECONDED BY: _____

THAT the Council for the Township of North Glengarry authorize staff to proceed with the recruitment and hiring of a Planner and a By-law Enforcement Officer on a permanent full-time basis.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

YEA

NEA

Section 9 Item a



9 (a)

STAFF REPORT TO COUNCIL

Report No: BP-2018-14

September 24, 2018.

From: Jacob Rheume – Director of Building, By-law & Planning Services

RE: Recruitment and hiring of a Planner and a By-law Enforcement Officer

Recommended Motion:

THAT the Council for the Township of North Glengarry authorize staff to proceed with the recruitment and hiring of a Planner and a By-law Enforcement Officer on a permanent full-time basis.

Background / Analysis:

Planning

Gerry Murphy, the current Advisor to the Director of Building, By-law & Planning Services, is responsible for the entire Planning aspect for the department. With his contract coming to an end, the department will not be capable of processing planning applications, such as Zoning Amendments, Minor Variances, Severances, Site Plan Agreements, etc. in a timely manner. Currently at approximately 2 days a week, a great deal of workload is being assigned to the Administrative Assistant of Building, By-law & Planning Services bringing their workload to a high level. There is also oversight required of the Administrative Assistant's work by the Advisor to the Director of Building, By-law & Planning Services.

With the imminent departure of the Advisor to the Director of Building, By-law & Planning Services, there is an urgency to address the staffing capacity in the Building, By-law & Planning Services Department to ensure that development proposals are advanced through the planning process in a timely manner. The development industry, as well as residents, are reliant upon the Township providing predictable and reasonable approval timelines to bring their products to the market, and the Township is required by the Planning Act to meet certain deadlines for review and approval of applications.

The Township's Planning Department is currently staffed with an Advisor to the Director of Building, By-law & Planning Services, who acts as the Planner, and an Administrative Assistant for Building, By-law and Planning, who spends more than 75% of her time on Planning related work.

In the past, the Planning Department was almost entirely dedicated to the processing of development applications. In today's planning environment, the amount of planning policy work being performed by the department is equivalent, if not in excess of what was being

done before. Today's workload environment has also increased from that of a decade ago with the need to create new planning policy to satisfy new Provincial legislative requirements.

As shown in Appendix A, there are two "half staff" dedicated to processing development applications within the Planning Department. And now with one of them leaving, the Department has lost its effective ability to process development applications in a timely manner so the need for a Planner is imminent. Also, in the previous structure, the "Director" role was staffed with a planner and the building role was staffed separately. Now the Director role is staffed with a building person, thus leaving the planning role vacant.

By-Law

The By-law Department of the Township of North Glengarry is currently being staffed by a Part Time By-law Enforcement Officer. All complaints received (such as complaints for dogs, yard maintenance, livestock, nuisance) are sent to By-Law Enforcement through a process handled by the Administrative Assistant for Building, By-law and Planning.

In the past, the Township had two "half staff" dedicated to By-law enforcement, one being a part time employee and the other one being the previous Building Inspector, as shown in Appendix A. With the changes, there is an urgency to address the staffing capacity in the Building, By-law & Planning Services Department to ensure that the complaints are being dealt with, that follow-ups are being done and that paperwork/filing is in order. The current situation with one part-time employee is not sufficient and complaints are simply dealt with in a reactive manner. The future of the department needs to shift to be more pro-active system with better communication for land owners and the Township, in a timely manner.

Animal Control also requires review, including all by-laws, policies, work processes and expenses such as dog catcher needs, dog catcher expenses, dog impoundment, loose livestock handling, clean yards follow-ups, property standards complaint process/follow ups.

Property Standards and all associated work would also be reviewed and be under the responsibilities of the by-law officer. As well, a need has been identified for a better presence for Health and Safety, and the By-law Enforcement would also act as the Health and Safety Officer and take part in all the Joint Health and Safety Committee meetings.

Based on all the duties outlined above, and as shown in Appendix A, a full time By-Law Enforcement Officer would be required to fulfill the current and future needs of the Township.

Alternatives:

Option #1 THAT Council authorize staff to proceed with the recruitment and hiring of a Planner and a By-law Enforcement Officer on a permanent full-time basis.

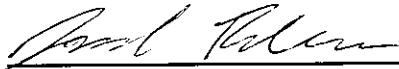
Option #2 THAT Council does not authorize staff to proceed with the recruitment and hiring of a Planner and a By-law Enforcement Officer on a permanent full-time basis.

Financial Implications:

Being that the recruitment, selection and hiring process for the Full Time Planner and By-Law Enforcement Officer will be lengthy, the hiring will not impact the 2018 budget. The impact on the 2019 budget will be approximately an additional \$30,000 of expenditures.

Attachments & Relevant Legislation:

1. Appendix A – Current and proposed departmental structures
2. Planner – Job description
3. By-law Enforcement/Health & Safety Officer – Job description

Submitted by:

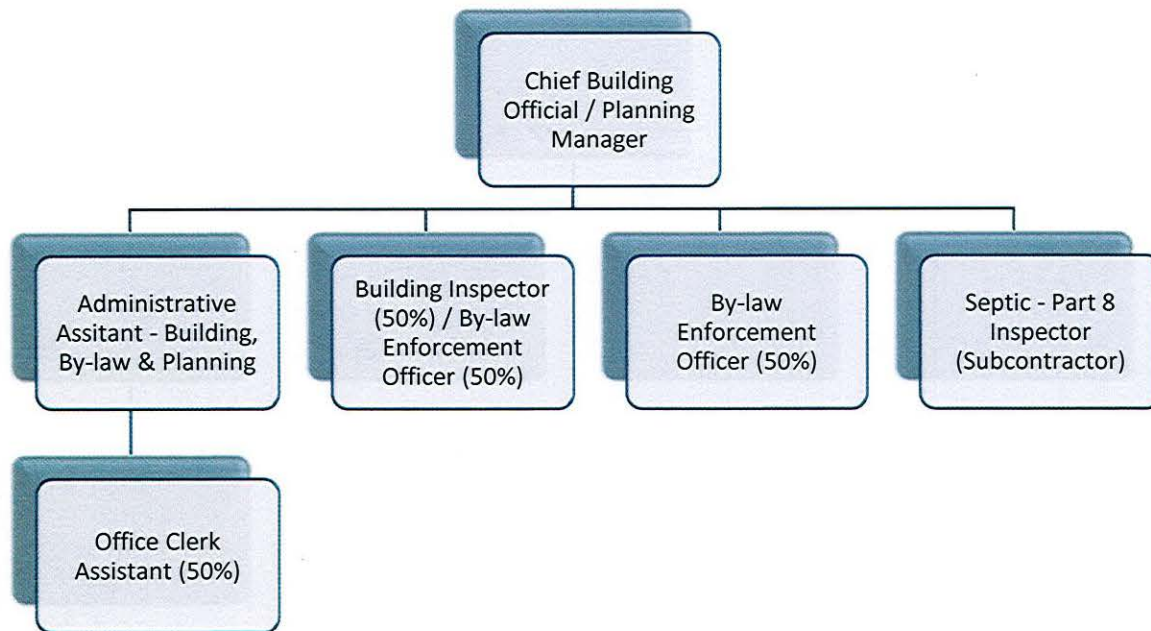
Jacob Rheume – Director of Building, By-law and Planning Services

Others consulted:

Sarah Huskinson – Chief Administrative Officer / Clerk

Appendix A

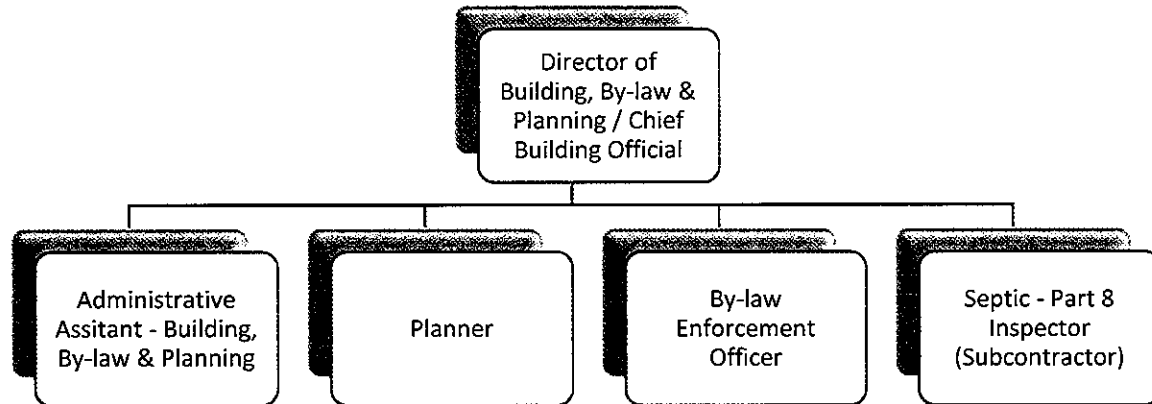
This is the Department structure that was in effect for years before some changes occurred in the past year;



The time spent on each function are the following;

Branch	"Half-time" employee	"Full-time" employee	Total employee
<i>Building</i>	1 (Chief Building Official) 1 (Building Inspector)		1 "Full Time"
<i>By-law</i>	1 (Building Inspector) 1 (By-law Officer)		1 "Full Time"
<i>Planning</i>	1 (Admin. Assistant) 1 (Planning Manager)		1 "Full Time"
<i>Septic</i>		1 (Inspector)	1 "Full Time"
<i>Administration</i>	1 (Admin. Assistant) 1 (Office Clerk Assist.)		1 "Full Time"
Total	4 "Full-time"	1 "Full-time"	5 "Full-time"

This is the proposed Department structure;



The time spent on each function are the following;

Branch	"Half-time" employee	"Full-time" employee	Total employee
<i>Building</i>		1 (<i>Chief Building Official</i>)	1 "Full Time"
<i>By-law</i>		1 (<i>By-law Officer</i>)	1 "Full Time"
<i>Planning</i>		1 (<i>Planner</i>)	1 "Full Time"
<i>Septic</i>		1 (<i>Inspector</i>)	1 "Full Time"
<i>Administration</i>		1 (<i>Admin. Assistant</i>)	1 "Full Time"
Total		5 "Full-time"	5 "Full-time"

NORTH GLENGARRY

Ontario's Celtic Heartland

Job Title:	By-law Enforcement/Health & Safety Officer (Full-Time 37.5 hrs per week)
Last Revised:	August 21, 2018
Department:	Building, By-law & Planning Services
Reports to:	Director of Building, By-law & Planning Services

PURPOSE OF THE POSITION:

The By-law Enforcement Officer is responsible to identify and investigate alleged municipal by-law violations; negotiate compliance through verbal and written communication and proceed with legal action in accordance with applicable legislation and regulations.

KEY DUTIES AND RESPONSIBILITIES:

1. BY-LAW ENFORCEMENT OFFICER

- Investigate and track complaints and manage files to compliance with municipal By-laws.
- Schedule and co-ordinate inspection schedules with property owners.
- Inspect properties to determine compliance/non-compliance with all municipal by-laws, including the Municipality's Clean Yards By-law and Animal Control By-law.
- Prepare letters, notices and orders and conducting follow up re-inspections to ensure compliance.
- Provide customer service including telephone and counter enquiries relating to By-law enforcement.
- To enforce the Maintenance and Occupancy Standards By-law, upon receiving a written complaint including inspections, preparation of letters, notices and orders and conducting follow up re-inspections to ensure compliance.
- To be in charge of the dog tags issuance and filing/tracking system.
- Responsible for animal control in the municipality and to pick up dogs without tags and transport them to an animal shelter designated by the municipality.
- Must have a system in place to directly receive complaints as they shall be forwarded directly to the By-Law Enforcement Officer.
- Prepare correspondence, reports and resolutions to the Director of Building, By-law & Planning Services Department, as required.
- To provide advice and assistance to the Township's Planner in policy formulation including the development and maintenance of the Township's By-laws.
- Ensure documentation within each application file is completed prior to review.
- Assist with the maintenance of files and property filing system, both hard copy and electronic versions.
- Research and prepare correspondence, including Orders to Comply and court materials as well as reports pertaining to investigations.
- To assist in the preparation of and give evidence with respect to prosecutions and hearings.
- Reviews all applicable By-Laws, agreements, regulations prior to issuance of permits.

- To become qualified and registered with the Ministry of Municipal Affairs and Housing and obtain Building Code Identification Number (BCIN).
- Knowledge and understanding of the Building Code Act, Ontario Building Code, municipal by-laws, other legislations and applicable Municipal, Provincial and Federal Laws.
- To become qualified for Membership in the Ontario Building Officials Association, Municipal Law Enforcement Officers Association and Ontario Association of Property Standards Officers.
- To promote good public relations and to provide information to the public with respect to various municipal By-law for the Township.
- Maintains effective and co-operative liaison with other department staff and deals with all contacts in a courteous, friendly and efficient manner to promote a high standard of customer service and public relations at all times.

2. HEALTH & SAFETY OFFICER

- Ensure a safe workplace environment without risk to health.
- Ensure that all Health & Safety policies, procedures, rules and regulations are adhered to and are regularly reviewed, updated and communicated.
- Be a member of the Joint Health and Safety Committee.
- Assists in carrying out inspections of workplaces and takes necessary action to ensure compliance.
- Ensure that all accidents are documented, investigated and recommended improvements implemented.
- Assists in investigating accidents or injuries that occur in the workplace.
- Assists in responding to and investigating concerns/complaints from workers/employers and assists in taking appropriate action.
- Assists Fire Chief and Fire Department with respect to Fire Code, inspections and enforcement.
- Ensure that safety inspections are carried out, fire drills and fire alarms are correctly reported, safety inspections, risk assessments and lone working procedures are managed and employees are aware of their responsibilities.
- Ensure full and accurate health and safety and training records are maintained.
- Be a member of the Emergency Management Committee.

POSITION QUALIFICATIONS:

- Completion of a Municipal Law Enforcement Officer Program or a college diploma in the field of law enforcement; graduate of the Ontario Police College or other recognized police training facility.
- Ability to work as part of a team, manage time effectively in order to work on a number of projects and tasks simultaneously, and prioritizing accordingly.
- MLEO certification through the Municipal Law Enforcement Officers' Association of Ontario is considered an asset.
- CPSO certification through the Ontario Association of Property Standards Officer is considered an asset.
- Familiarity with municipal zoning by-laws and other legislations pertaining to By-law Enforcement.
- Ability to interact effectively and courteously with all levels of staff and property owners thorough the Township.
- Ability to exercise discretion and tact and to maintain a high degree of confidentiality.

OTHER REQUIREMENTS:

- Willingness to work flexible hours as required including some evenings.
- Working environment contains moderate risk involved with entry onto private property, dealing with angry or upset residents, properties in contravention to standards and animal control.
- Work may involve physically draining and exhausting activities which may include providing assistance in emergency response situations and be involved in physically dangerous and confrontational situations.
- It is not unusual to have significant issues arise unexpectedly requiring immediate turn-around times by senior staff.
- Must be able to work with minimal supervision.
- French and English oral and written.
- Must provide a current Police Record Check.
- Valid class G driver's license & access to a personal vehicle.

The forgoing description reflects the key duties, responsibilities and qualifications for the position and shall not be construed to be all of the work requirements of the position.

ACCESSIBILITY:

The Township of North Glengarry is committed to providing quality goods and service that are accessible to all persons that we serve. Documents are available in various accessible formats upon request. Individuals' are advised to contact the Township Office and the Township will work with the individuals to provide a format that meets their needs.

NORTH GLENGARRY

Ontario's Celtic Heartland

Job Title:	Planner (Full-Time 37.5 hrs per week)
Last Revised:	August 21, 2018
Department:	Building, By-law & Planning Services
Reports to:	Director of Building, By-law & Planning Services

PURPOSE OF THE POSITION:

Under the direction of the Director of Building, By-law and Planning, the Planner will be responsible in dealing with zoning request, site plan and subdivision inquires and all relevant planning development analysis. The incumbent will ensure that safety, quality and efficiency are considered in the planning process, and ensure follow up on on-going projects. The Township's Planner also manages and enforces the land use and community improvement planning programs administered under the Planning Act. The planner will make long and short term plans/goals about the use of land in Township while keeping in mind the future needs of the Township's population and determining the best way to use the Township's land and resources.

KEY DUTIES AND RESPONSIBILITIES:

- Processes applications for zoning by-law amendments, official plan amendments and minor variances.
- Prepares appropriate circulation lists or newspaper/website advertisements for planning applications and ensures that proper notices are forwarded within the specified time frames under the Planning Act.
- Prepares studies and reports on planning related issues for Council's consideration.
- Provides planning information related to land use planning matters and pertinent legislation to the Director, Committees, Council, staff and the general public.
- Attend meetings, Planning Advisory Committees, and other committees as required to develop and present reports and recommendations, make observations and respond to questions on behalf of the Department.
- Represents the Township on provincial committees dealing with planning matters as required
- Completes site inspections, when necessary, of any property that is the subject of planning applications.
- Resource person for all severance inquiries and applications which involves:
 - a. evaluating the proposal and suggesting possible actions,
 - b. preparing reports on the applications,
 - c. forwarding applications to Council with recommendations,
 - d. forwarding suggested responses to the United Counties of Stormont, Dundas & Glengarry.
- Provides liaison between developers, their agents and ministry officials and Council.
- Prepares site plan control agreements and coordinates the review of site plans with internal departments and outside agencies.
- Administers all subdivision agreements which involves:
 - a. guiding through pre-consultation process at municipal level,
 - b. coordinating responses from Township staff and consultants and forwarding a recommendation to Council outlining probable conditions of approval,

- c. coordinating public meetings as required under the Planning Act,
 - d. prepares Notice of Public Meetings,
 - e. forwarding municipal response and all necessary documentation to the United Counties of Stormont, Dundas & Glengarry,
 - f. when draft conditions are received:
 - i. prepares draft subdivision agreement incorporating the requirements of the draft condition,
 - ii. revises the draft agreement as required to reflect issues as agreed by the developer and Council,
 - iii. when all conditions of draft approval have been met, all agencies have responded indicating agreement is in order, and Council has approved the final subdivision agreement, forwards a letter to the United Counties of Stormont, Dundas & Glengarry outlining how all of the conditions are met,
 - iv. forwards the subdivision agreement to the Township's solicitor for registration immediately after the Plan of Subdivision is registered.
- Responsible with the Chief Building Official, for completion of Compliance reports for zoning and building matters.
 - Administers and enforces land use planning procedures and policies.
 - Key staff resource to the Director, Council and Committee of Adjustment on planning matters which may involve the preparation of agendas, minutes and staff reports and attends Council meetings as required.
 - Represents Council before the Courts, the Ontario Municipal Board and other hearings pertaining to land use development.
 - Administers, monitors and enforces the Township's Official Plan, Zoning By-law, site plan control and subdivision agreements, including the processing of complaints, violations and court appearances.
 - Responsible for leading the development review of the new Official Plan and Zoning By-law for the Township.
 - Along with the Chief Building Official, be in charge of the civic number distribution system by updating the GIS and other agencies of new issued civic numbers as per the United Counties of Stormont, Dundas & Glengarry grid system.
 - Updating the GIS system for all Severances, Zoning Amendments, and other changes.
 - Perform other related duties as assigned by the Director when required.

POSITION QUALIFICATIONS:

- A post-secondary education in Planning or Geography or other related field.
- Must have a minimum of 3 years of related experience.
- Member or eligible to become a member of the Canadian Institute of Planners and the Ontario Professional Planners Institute.
- Advance knowledge and understanding of the Planning Act and related legislation and regulations as they apply to the Planning Department.
- Advanced knowledge of office software, including, Word, PowerPoint, Excel and Outlook.
- Experience with GIS is an asset.
- Ability to analyze planning matters, identify potential problems and problem solve and respond appropriately in pressure situations with a calm demeanor.
- Ability to work as part of a team, manage time effectively in order to work on a number of projects and tasks simultaneously, and prioritizing accordingly.

- Experience in a municipal environment preferred with a working knowledge of the administrative requirements of the planning regulations.
- Ability to interact effectively and courteously with all levels of staff and contacts in a customer service focused environment; build cooperative, collaborative working relationships with internal and external customers.

OTHER REQUIREMENTS:

- Willingness to work flexible hours as required including some evenings.
- Constant internal and external deadlines with peak period demands and constant deadlines for providing notices to the public.
- It is not unusual to have significant issues arise unexpectedly requiring immediate turn-around times by senior staff.
- Excellent communication skills and research and report writing skills.
- Demonstrate interpersonal skills to interact with management, staff, committee members, and the general public.
- Ability to speak in public and conduct presentations.
- Positive, inclusive approach to project development and implementation;
- High level of integrity, confidentiality and accountability.
- Must be able to work with minimal supervision.
- French and English oral and written.
- Must provide a current Police Record Check.

The forgoing description reflects the key duties, responsibilities and qualifications for the position and shall not be construed to be all of the work requirements of the position.

ACCESSIBILITY:

The Township of North Glengarry is committed to providing quality goods and service that are accessible to all persons that we serve. Documents are available in various accessible formats upon request. Individuals' are advised to contact the Township Office and the Township will work with the individuals to provide a format that meets their needs.

Section 10

FIRE DEPARTMENT

Patrick Gauthier

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 24, 2018

MOVED BY: _____

SECONDED BY: _____

Council approves the new area for a Firefighter Training facility on 18535 Diverson Rd.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

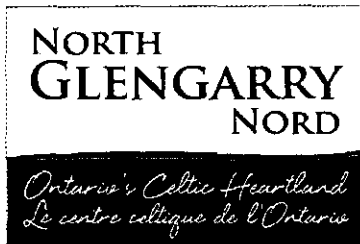
Councillor: Carma Williams

Mayor: Chris McDonell

YEA

NEA

Section 10 Item a



STAFF REPORT TO COUNCIL

FD-2018-06

10(a)

From: Fire Chief Pat Gauthier

RE: Training Facility

Recommended Motion:

THAT Council approves the new area for a Firefighter Training facility on 18535 Diversion Rd.

Background / Analysis:

In August, Council approved the location of a Fire Training Facility to be located in Alexandria. However, in early 2019, new regulations will prohibit fire training facilities from being inside or near urban settlement boundaries.

The new location for the Firefighter Training Facility would be located on 7 acre site on Diversion Road with 6 shipping containers. Future plans are to have a classroom of sorts (possibly a used portable) with washroom facilities. The zoning application will take into account any future plans for the site. Discussions have already begun with the planning department to ensure compliance.

Verbal approval had been received from the property owner. A formal land use agreement will be presented to council for approval.

A gate will be installed at the road.

Assistance from Public Works would be required for clearing the brush, grading the lot, and finally installing a dry hydrant near the pond.

Alternatives:

Option 1 That Council approve the Training Area

Option 2 That Council doesn't approve the Training Area

Financial Implications:

There is \$40,000 in the approved 2018 budget for the following costs:

- The purchase of 6 Shipping Container,
- Retro fitting the containers into a fire training facility,
- Clearing Land, grading, installing dry hydrant

- Security gate at the road.
- Future purchase of a classroom (portable) – washrooms

Others consulted:

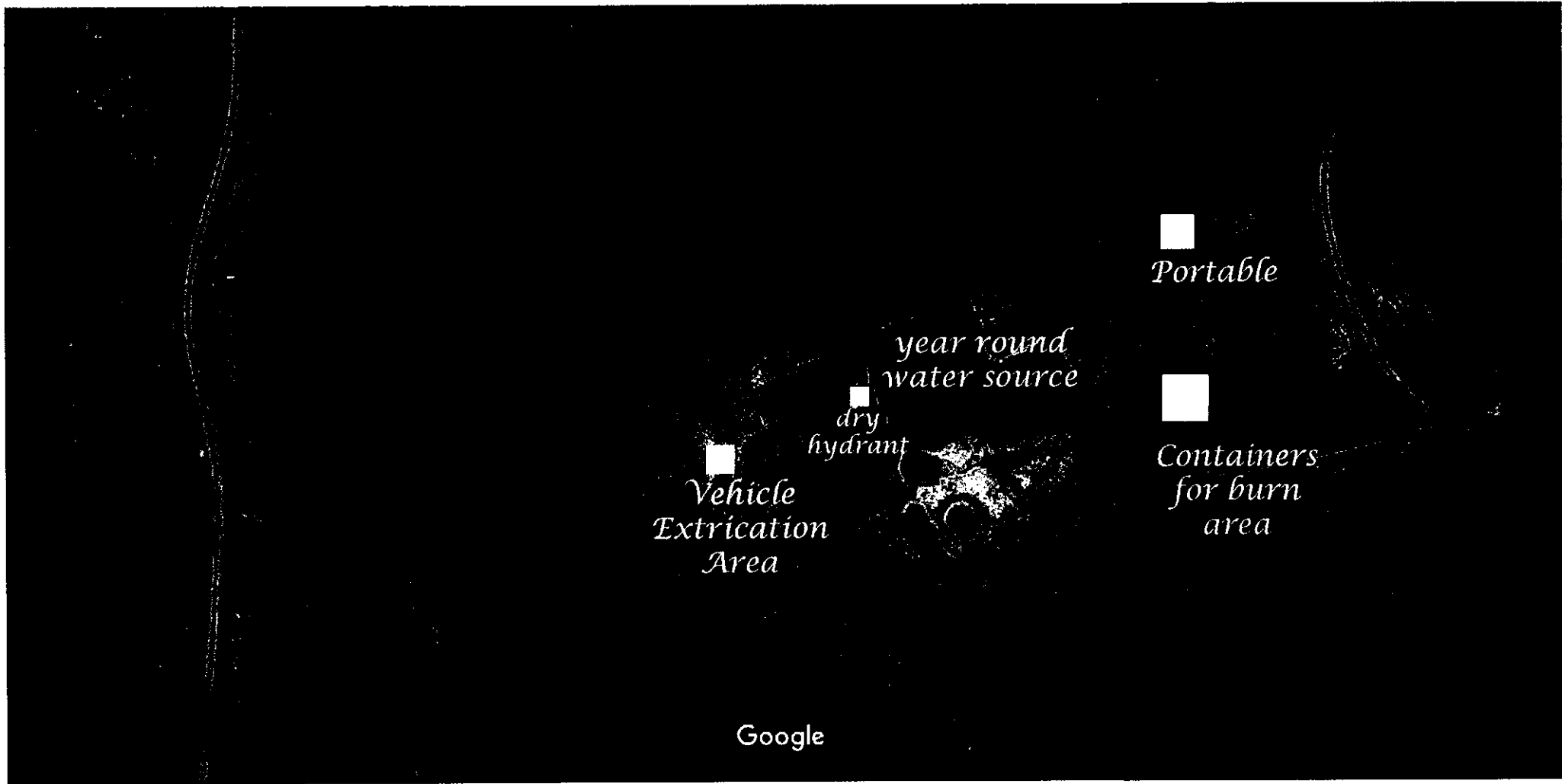
CAO Sarah Huskinson

Attachments:

- [Full Training lot](#)



Reviewed by Sarah Huskinson-CAO



Vehicle
Extrication
Area

dry
hydrant

year round
water source

Portable

Containers
for burn
area

Google

Section 11

PUBLIC WORKS

DEPARTMENT

Ryan Morton

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 24, 2018

MOVED BY: _____

SECONDED BY: _____

THAT, the Council of the Township of North Glengarry selects option 2, presented in this report for the Maxville water Tower;

AND FURTHER, that “Ontario’s Celtic Heartland” wording is removed from the graphic;

AND FURTHER, that the Director of Public Works is authorized to issue a change order to Landmark Structures Inc. for the work as proposed in the amount of \$75,000 excluding HST.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

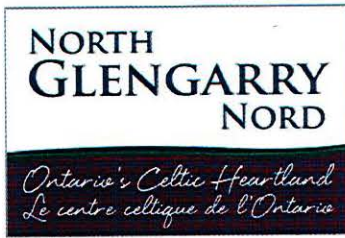
Councillor: Carma Williams

Mayor: Chris McDonell

YEA

NEA

Section 11 Item a



1(a)

WT-2018-09

STAFF REPORT TO COUNCIL

August 27th, 2018

From: Ryan C. Morton MPM, CIPM
Director of Public Works

RE: Tower Logo Approval

Recommended Motion:

THAT, the Council of the Township of North Glengarry selects option 2, presented in this report for the Maxville water Tower;

AND FURTHER, that "Ontario's Celtic Heartland" wording is removed from the graphic;

AND FURTHER, that the Director of Public Works is authorized to issue a change order to Landmark Structures Inc. for the work as proposed in the amount of \$75,000 excluding HST.

Background / Analysis:

This report is being provided to Council in order to obtain approval of the tartan option 2 as identified in the attached renderings.

Staff has received a formal proposal to complete the attached graphic installation on the Maxville Water Tower. The tartan will be installed and wrapped around the tower along with the text "MAXVILLE" on 2 sides facing relative North and South in a best fit scenario.

This has been discussed previously; however both options are brought forward once again to show the difference in the pattern and the reason for adopting the more simplistic option.

The costs remain the same for both options and the recommendation will be to proceed with the more simplistic option for visual reasons.

After consultation with the Public Works Committee, their recommendation was to remove "Ontario's Celtic Heartland" from the tartan and that will be reflected in the resolution and the change order.

Alternatives:

- 1) Option 1 as presented – Not recommended as the level of detail in the tartan will make it hard to see from a distance.

Financial Implications:

\$75,000 – See proposal.

Others consulted:

- Public Works Committee
- Sarah Huskinson, CAO/Clerk
- Anne Leduc, Director of Community Services

Attachments:

- Proposal
- Recommendation

Reviewed by Sarah Huskinson – CAO/Clerk



Landmark Structures

3091 Harrison Court
Burlington, ON L7M 0W4
905.319.7700 Phone
905.319.1373 Fax

www.teamlandmark.com

August 24, 2018

EVB Engineering
208 Pitt Street
Cornwall, ON
K9J 3P6

Phone #: 613-935-3775

Attention: Ian McLeod, P. Eng.

**Re: Maxville Elevated Tower Contract #GR-093013-5
New Elevated Water Storage Tank
CCN #3 – Tank Logo Upgrade - Extra**

Dear Ian:

With regards to the request per CCN #3 dated June 18, 2018 please find below the two (2) cost proposals for the supply and installation of the detailed tartan logo as requested.

Proposal #1 – Tartan Logo in Original Pattern Size Requested:

Equipment:	\$ 10,000.00
Material:	\$ 12,500.00
Labour:	<u>\$ 102,500.00</u>
Lump Sum Total:	\$ 125,000.00 + HST

Proposal #2 – Tartan Logo in Larger Scale Pattern:

Equipment:	\$ 6,000.00
Material:	\$ 7,500.00
Labour:	<u>\$ 61,500.00</u>
Lump Sum Total:	\$ 75,000.00 + HST

Notes:

1. Each of the above noted two proposals are reflective of the credit from the original logo in the bid tender.
2. Schedule;
 - a. Proposal #1 will add 25 working days to the project schedule and is not recommended as it will derail the tank in air phase of work.
 - b. Proposal #2 will add 15 working days to the project schedule which has been captured in the recently approved contract extension completion date of December 14, 2018.
3. In proceeding with either of the above noted proposals the tank interior and roof exterior coatings will be postponed until spring 2019.
4. Mockup of each proposal is attached.

Please contact the undersigned should you require any further information.

Yours very truly,

LANDMARK STRUCTURES CO.

A handwritten signature in blue ink, appearing to read 'P. DiPelino', with a long horizontal flourish extending to the right.

Paul DiPelino
Project Manager

Enclosures
cc: 8881 / Job File
Via: Email

Proposal #1



MAXVILLE 6' x 35.5'

Ontario's 5' x 46'

Colors to match branding standards. (no info provided)

Proposal #2

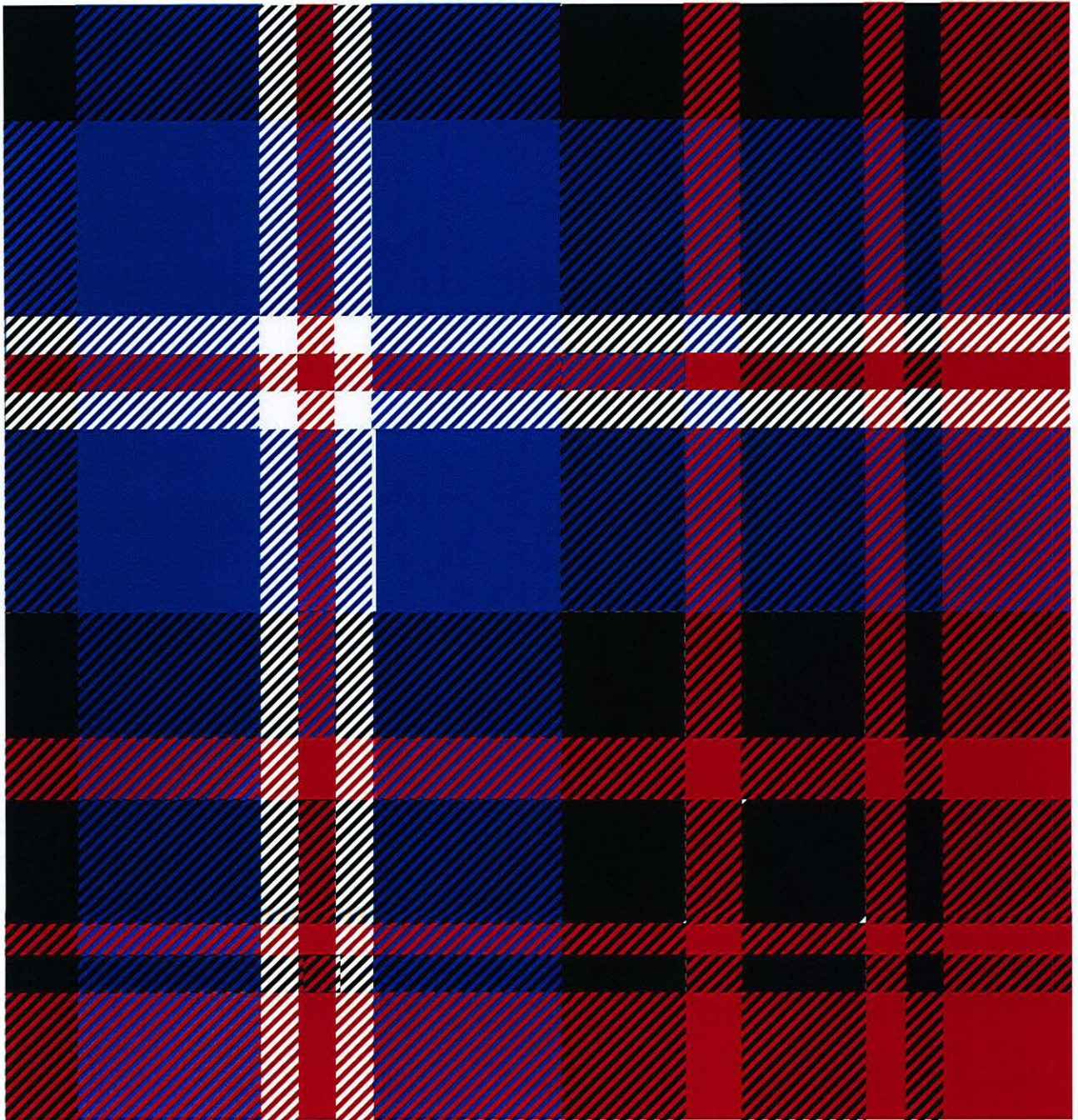


MAXVILLE 6' x 35.5'

Ontario's 5' x 46'

Colors to match branding standards. (no info provided)

Repeating Tartan Pattern



Township of North Glengarry
Public Works Committee
MOTION

Moved by: Jeff Manley

Seconded by: Michel Depratto

Date: Monday September 17th 2018

Subject: Water Tower Logo

Be it resolved;

THAT, the Public Works Committee of the Township of North Glengarry recommends to the Council of the Township of North Glengarry;

THAT, option 2 be selected for the Maxville Water Tower;

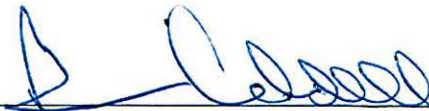
AND FURTHER, that the Director of Public Works is authorized to issue a change order for the work as proposed in the amount of \$75, 000 not including HST.

Amendment to motion: remove white lettering "Ontario's Celtic Heartland".

Unanimous Carried Defeated Ayes Nays

Motion number: 2018 – 30

Brian Caddell, Committee Chair



**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 24, 2018

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry approves the excess funds from the Brodie Road bridge project be used for the Hope Quimet Culvert, originally scheduled for 2019, funded through the Federal Gas Tax.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

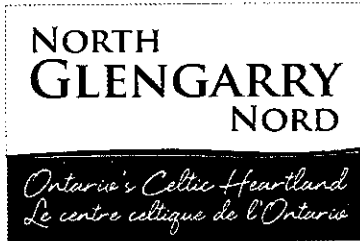
Councillor: Carma Williams

Mayor: Chris McDonell

YEA

NEA

Section 11 Item b



11(b)

RDS-2018-14

STAFF REPORT TO COUNCIL

September 24th, 2018

From: Ryan C. Morton MPM, CIPM
Director of Public Works

RE: Hope Ouimet Rd. Culvert

Recommended Motion:

THAT the Council of the Township of North Glengarry approves the excess funds from the Brodie Road bridge project be used for the Hope Ouimet Culvert, originally scheduled for 2019, funded through the Federal Gas Tax.

Background / Analysis:

As with any previous year, should there be surplus funds available from bridge projects completed under budget; staff proceeded with the Hope Ouimet Rd. Culvert replacement that was scheduled for 2019. This is also highlighted in the bridge strategy.

Based on updated cost estimates and actual construction costs for Brodie Rd. bridge replacement and a balance of just over \$400K in the gas tax reserve designated for bridgework, staff proceeded with the replacement of this structure.

Alternatives:

N/A

Financial Implications:

The financial implications are negligible.

The final invoices are not yet in for the various bridge projects, but staff are confident that these projects were completed at a minimum of 50% of their budget cost based on materials and contracted service requirements. The projects were completed in-house.

The Hope Ouimet Rd. Culvert is expected to cost less than \$30,000.

Staff will prepare a full summary report for bridge projects completed, an updated bridge plan and financial needs assessment once all of the invoices are in for 2018.

Others consulted:

- Kimberley Champigny, Treasurer
- Sarah Huskinson, CAO/Clerk

Attachments:

A handwritten signature in black ink, appearing to read "Sarah Huskinson".

Reviewed by Sarah Huskinson – CAO/Clerk

Section 12

CORRESPONDENCE

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 24, 2018

MOVED BY: _____

SECONDED BY: _____

CHILD AND YOUTH SAFETY AND WELL-BEING PROCLAMATION

Whereas, The Children’s Aid Society of the United Counties of Stormont, Dundas & Glengarry is mandated to protect every child and youth and their right to safety and well-being, the Society invites all citizens to join in a collective effort to help protect our children; and

Whereas, it is a community problem and finding solutions depends on involvement among people throughout the community; and

Whereas, the effects are felt by whole communities, and need to be addressed by the entire community; and

Whereas, effective awareness prevention programs succeed because of partnerships created among social service agencies, schools, religious and civic organizations, law enforcement agencies, and the business community; and

Whereas, all citizens should become more aware of the negative effects on our children and youth when safety and well-being is compromised its prevention lies within the community, and become involved in supporting parents to raise their children in a safe, nurturing environment; and

Now Therefore Be It Resolve That, I Chris McDonell, Mayor of North Glengarry, do hereby proclaim October 2018 as “Child and Youth Safety and Well-Being Month” in the township of North Glengarry and call upon all citizens, community agencies, religious organizations, medical facilities, and businesses to increase their participation in our efforts to protect children and youth, thereby strengthening the community in which we live.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Jamie MacDonald
Councillor: Jacques Massie
Councillor: Brian Caddell
Councillor: Jeff Manley
Councillor: Michel Depratto
Councillor: Carma Williams
Mayor: Chris McDonell

YEA

NEA

Section 12 Item a

Section 13

NEW BUSINESS

Section 14

NOTICE OF MOTION

Section 15

QUESTION PERIOD

Section 16

CLOSED SESSION

BUSINESS

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 24, 2018

MOVED BY: _____

SECONDED BY: _____

Proceed "In Closed Session",

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

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

And adopt the minutes of the Municipal Council Closed Session meeting of August 27, 2018 and September 17, 2018

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

YEA

NEA

Section 16 Item a

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 24, 2018

MOVED BY: _____

SECONDED BY: _____

Adopt Minutes of "In Camera" Session

That the minutes of the Municipal Council "In Camera" session meeting August 27, 2018 and September 17, 2018 be adopted as printed.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

Section 16 Item b

Section 17

CONFIRMING BY-LAW

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 24, 2018

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry receive By-law 54-2018; and

That Council adopt by-law 54-2018 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 54-2018 be read a first, second, third time and enacted in Open Council this 24th day of September, 2018.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

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

Section 17 Item a

17(a)

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 54-2018
FOR THE YEAR 2018**

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

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

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

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

1. **THAT** the action of the Council at its regular meeting of September 24, 2018 in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law; and;
2. **THAT** the Mayor and the proper officers of the Township of North Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.
4. **THAT** where a "Confirming By-law" conflicts with other by-laws the other by-laws shall take precedence. Where a "Confirming By-Law" conflicts with another "Confirming By-law" the most recent by-law shall take precedence.

READ a first, second and third time, passed, signed and sealed in Open Council this 24th day of September, 2018.

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 54-2018, duly adopted by the Council of the Township of North Glengarry on the 24th day of September, 2018.

Date Certified

CAO/Clerk / Deputy Clerk

Section 18

ADJOURN

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 24, 2018

MOVED BY: _____

SECONDED BY: _____

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

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

Section 18