

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

**Tuesday February 21, 2017 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 – February 6, 2017
 - b) Special Meeting of Council – February 13, 2017
 - c) Amend Regular Meeting of Council Minutes of January 24, 2017
4. DELEGATION(S)
5. COMMITTEE RECOMMENDATIONS
6. CAO/CLERK'S DEPARTMENT - Daniel Gagnon, CAO/Clerk
 - a) Fire Department Human Resources (report to be distributed Tuesday Feb 21st) ® (Michel)
7. RECREATION DEPARTMENT / COMMUNITY SERVICES DEPARTMENT –
Anne Leduc, Director of Recreation/Community Services
 - a) CIP Amendment for 44 Main Street North ® (Brian)
 - b) Facilities Cancellation Policy ® (Jacques)
 - c) Alexandria Farmers Market ® (Jeff)
 - d) Transfer Glengarry Sports Palace 2016 surplus to 2017 budget ® (Michel)
 - e) Key Information Report – Capital expenditures pre-approval
 - f) Key Information Report – Township of North Glengarry Logos
 - g) Key Information Report – Township of North Glengarry Mobile Platform for Website
 - h) Key Information Report – Mill Square Interpretive Panel
8. FINANCE DEPARTMENT - Johanna Levac, Treasurer
9. PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT -
Gerry Murphy, CBO/Senior By-law Enforcement Officer/Planning Manager
10. PUBLIC WORKS DEPARTMENT – Ryan Morton, Director of Public Works
 - a) By-law 09-2017 -Dust Suppressant ® (Jamie)
 - b) Landfill Operating Schedule ® (Jeff)
 - c) Public Works Committee Vice-Chair ® (Jacques)
11. CORRESPONDENCE
 - a) Planning Committee Meeting Minutes – October 24, 2016
 - b) North Glengarry Schools Advisory Committee Minutes – January 26, 2017
 - c) Glengarry Sports Palace Minutes January 10, 2017
 - d) Recreation Advisory Committee Minutes January 10, 2017

12. NEW BUSINESS

13. NOTICE OF MOTION

Next Regular Public Meeting of Council
Monday March 13, 2017 at 7:00 p.m. at the Centre Sandfield Centre, 102 Derby Street West,
Alexandria, Ontario.

Note: Meeting are subject to change or cancellation.

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

15. CLOSED SESSION BUSINESS

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

16. CONFIRMING BY-LAW

a) By-law No. 10-2017 ® (Carma)

17. ADJOURN ® (Jacques)

Section 1

ACCEPT THE AGENDA

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: February 21 2017

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Tuesday February 21, 2017.

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: February 21, 2017

MOVED BY: _____

SECONDED BY: _____

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

Regular Meeting of Council – February 6, 2017
Special Meeting of Council – February 13, 2017
Amend Regular Meeting of Council of January 24, 2017

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 February 6, 2017 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 February 6, 2017 at 7:00 p.m., with Deputy Mayor Jamie MacDonald presiding.

**PRESENT: Councillor at Large – Jacques Massie
Councillor (Kenyon Ward) – Jeff Manley
Councillor (Alexandria Ward) – Michel Depratto
Councillor (Maxville Ward) – Carma Williams**

**ALSO PRESENT: CAO – Daniel Gagnon
Director of Public Works – Ryan Morton
Treasurer – Annie Levac
North Glengarry Fire Chief – Patrick Gauthier**

**REGRETS: Mayor – Chris McDonell
Councillor (Lochiel Ward) – Brian Caddell**

- 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 February 6, 2017 as amended.

Carried

- Additions to the Agenda**
- 6(b) **Daisy Group’s lobbying & communication**
 - 6(c) **Backup Generators for Emergency Management**

- 3. **ADOPTION OF PREVIOUS MINUTES**

Resolution No. 2

Moved by: Jacques Massie **Seconded by:** Jeff Manley

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

- Regular Meeting of Council – January 24, 2017
- Special Meeting of Council – January 26, 2017

Carried

- 4. **DELEGATION(S)**
- 5. **COMMITTEE RECOMMENDATIONS**

6. CAO/CLERK'S DEPARTMENT - Daniel Gagnon, CAO/Clerk

a) Verbal update – Taxation inconsistencies

The CAO briefed Council on ongoing process to identify and correct discrepancies in some tax accounts.

b) Daisy Group's lobbying & communication

Resolution No. 3

Moved by: Carma Williams

Seconded by: Jacques Massie

That the CAO's verbal report re. the Daisy Group's lobbying and communication efforts be received and that

The existing Daisy Group Inc contract be extended under the same terms for a further 60 days until April 18, 2017 at an upset cost of \$12,000 plus taxes and that

The required funds be taken from the 2017 water and waste water budgets established for that purpose and that

The Mayor and CAO be authorized to execute any documents needed to implement this direction.

Carried

Action – AL/DG

c) Backup Generators for Emergency Management

Councillor Massie inquired into the process of planning for backup power in the event of an extended power outage in winter (or summer heat wave). The CAO suggested that some research has begun with the Community Emergency Management Coordinator (CEMC) but that more information will be forthcoming to Council, likely during the budget process.

7. RECREATION DEPARTMENT / COMMUNITY SERVICES DEPARTMENT -

Anne Leduc, Director – Community Services

8. FINANCE DEPARTMENT – Johanna Levac, Treasurer

a) By-law 05-2017 Refinance terms of 2006 loan for Wetlands Project – Engineering Fees

Resolution No. 4

Moved by: Michel Depratto

Seconded by: Carma Williams

That Council hereby authorizes By-law 05-2017 being a by-law to amend By-law 53-2006 which was to authorize a loan from the Royal Bank of Canada to finance the preliminary engineering and misc. costs leading up to the tender award for the construction of the new sewage treatment facility to service the Town of Alexandria; and

That By-law 05-2017 be read a first, second and third time and passed in Open Council this 6th day of February, 2017.

Carried

Action - AL

9. PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT -

Gerry Murphy Chief Building Official/Senior By-law Enforcement Officer/Planning Manager

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

a) Road Needs Study

Resolution No. 5

Moved by: Jeff Manley

Seconded by: Jacques Massie

THAT the Council of the Township of North Glengarry adopts the Road Needs Study and capital plan as presented on January 11, 2017;

AND FURTHER, that the Public Works Department is directed to carry out the plan through the budget process.

Carried

Action – RM/AL

b) Lagoon EA Support

Resolution No. 6

Moved by: Jeff Manley

Seconded by: Jacques Massie

THAT the Council of the Township of North Glengarry supports the findings of the Environmental Study Report prepared by McIntosh Perry and agrees with the preferred solution as presented on January 11, 2017.

Carried

Action - RM

11. CORRESPONDENCE

- a) Arts, Culture and Heritage Advisory Committee – October 26, 2016
- b) North Glengarry Schools Advisory Committee – November 17, 2016
- c) North Glengarry Schools Advisory Committee – December 8, 2016

12. NEW BUSINESS

13. NOTICE OF MOTION - Next Meeting of Council, February 6, 2017.

14. QUESTION PERIOD

15. CLOSED SESSION BUSINESS

Resolution No. 7

Moved by: Carma Williams

Seconded by: Jacques Massie

Proceed "In Camera" Session,

That the Council of the Township of North Glengarry proceeds in Camera under Section 239 (2) of the *Ontario Municipal Act* at 7:30 p.m., in order to address,

Fire Department – Human Resources (as this matter deal with labour relations or employee negotiations they may be discussed in closed session under sections 239 (2)(d) of the *Ontario Municipal Act*);

Treasury Department - Human Resources (as this matter deal with labour relations or employee negotiations they may be discussed in closed session under sections 239 (2)(d) of the *Ontario Municipal Act*);

Vacant land in Alexandria (as this matter deal 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*);

South Glengarry contributions to GSP operations (as this matter deal with advice that is subject to solicitor-client privilege, including communications necessary for that purpose they may be discussed in closed session under sections 239(2)(f) on the *Ontario Municipal Act*);

and adopt the minutes of the Municipal Council “In Camera” session meeting of January 24, 2017 and January 26, 2017.

Carried

Resolution No. 8

Moved by: Jacques Massie

Seconded by: Carma Williams

That we return to the Regular Meeting of Council at 9:15 p.m.

Carried

16. CONFIRMING BY-LAW

Resolution No. 9

Moved by: Carma Williams

Seconded by: Michel Depratto

That the Council of the Township of North Glengarry receive By-law 06-2017; and

That Council adopt by-law 06-2017 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 06-2017 be read a first, second, third time and enacted in Open Council this 6th day of February, 2017.

Carried

17. ADJOURNMENT

Resolution No. 10

Moved by: Jacques Massie

Seconded by: Jeff Manley

There being no further business to discuss, the meeting was adjourned at 9:17 p.m.

Carried

Daniel Gagnon – CAO/Clerk

Mayor / Deputy Mayor

3(b)

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

SPECIAL MEETING OF COUNCIL

**Monday February 13, 2017 at 4:00 p.m. – Council Chambers
102 Derby Street West, Alexandria, On K0C 1A0**

A Special meeting of the Municipal Council was held on February 13, 2017 at 4:00 p.m., with Mayor Chris McDonell presiding.

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

**ALSO PRESENT: CAO – Daniel Gagnon
Treasurer – Annie Levac
Municipal Auditor CKDM – Jamie Pollock
Cunningham Swan LLP –David Munday**

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

Resolution No. 1

Moved by: Jamie MacDonald

Seconded by: Carma Williams

That the Council of the Township of North Glengarry accepts the agenda of the Special Meeting of Council on Monday February 13, 2017.

Carried

3. ADOPTION OF PREVIOUS MINUTES
4. DELEGATION(S)
5. COMMITTEE RECOMMENDATIONS
6. CAO/CLERK'S DEPARTMENT - Daniel Gagnon, CAO/Clerk
 - a) Update: Tax Account Discrepancies
 - Daniel Gagnon, Chief Administrative Officer
 - Annie Levac, Treasurer
 - Jamie Pollock, Municipal Auditor, CKDM Inc. Chartered Professional Accountants
 - David Munday, Cunningham Swan LLP

The CAO outlined the process in place to date to deal with discrepancies identified in numerous tax accounts and the need for Council to review options in closed session to receive legal advice.

Jamie Pollock from the Township independent auditors CKMD LLP explained their role in investigating the taxation issues.

7. RECREATION DEPARTMENT / COMMUNITY SERVICES DEPARTMENT -
Anne Leduc, Director – Community Services
8. FINANCE DEPARTMENT – Johanna Levac, Treasurer

9. PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT -
Gerry Murphy Chief Building Official/Senior By-law Enforcement Officer/Planning Manager
10. PUBLIC WORKS DEPARTMENT – Ryan Morton, Director of Public Works
11. CORRESPONDENCE
12. NEW BUSINESS
13. NOTICE OF MOTION - Next Meeting of Council, February 21, 2017.
14. QUESTION PERIOD
15. CLOSED SESSION BUSINESS

Resolution No. 2

Moved by: Carma Williams

Seconded by: Jamie MacDonald

Proceed "In Camera" Session,

That the Council of the Township of North Glengarry proceeds in Camera under Section 239 (2) of the *Ontario Municipal Act* at 4:10 p.m., in order to address,

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

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

Carried

Resolution No. 3

Moved by: Jacques Massie

Seconded by: Jeff Manley

That we return to the Special Meeting of Council at 5:30 p.m.

Carried

16. CONFIRMING BY-LAW

17. ADJOURNMENT

Resolution No. 4

Moved by: Jeff Manley

Seconded by: Jacques Massie

There being no further business to discuss, the meeting was adjourned at 5:31 p.m.

Daniel Gagnon – CAO/Clerk

Mayor / Deputy Mayor

3(c)

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

REGULAR MEETING OF COUNCIL

**Tuesday January 24, 2017 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 January 24, 2017 at 7:00 p.m., with Mayor Chris McDonell presiding.

PRESENT: Councillor at Large – Jacques Massie
Councillor (Kenyon Ward) – Jeff Manley
Councillor (Lochiel Ward) – Brian Caddell
Councillor (Alexandria Ward) – Michel Depratto
Councillor (Maxville Ward) – Carma Williams

ALSO PRESENT: CAO – Daniel Gagnon
Director – Community Services – Anne Leduc
Director of Public Works – Ryan Morton

REGRETS: Deputy Mayor – Jamie MacDonald

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 Tuesday January 24, 2017 as amended.

Carried

Additions to the Agenda

- 7(d) Award contract to MMM Group Inc.
- 7(e) Community Services Department
- 7 (f) Pre-approve the purchase of the Weather Pro 2000 Desiccant

3. ADOPTION OF PREVIOUS MINUTES

Resolution No. 2

Moved by: Brian Caddell

Seconded by: Jeff Manley

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

- Regular Meeting of Council – January 9, 2017
- Special Meeting of Council – January 11, 2017
- Special Meeting of Council – January 17, 2017

Carried

4. DELEGATION(S)

a) Update of the Dalkeith Little Library – Brenda Noble

Brenda Noble updated Council re. the volunteer community effort to operate the former SDG Library branch in Dalkeith as a meeting space and small volunteer driven library. She also thanked Council and staff for the ongoing support.

5. COMMITTEE RECOMMENDATIONS

6. CAO/CLERK'S DEPARTMENT - Daniel Gagnon, CAO/Clerk

a) 2017 Capital Pre-approval items

Resolution No. 3

Moved by: Carma Williams

Seconded by: Michel Depratto

THAT the Council of the Township of North Glengarry pre-approve the following projects for the 2017 capital budget in order to secure beneficial costs and/or maximize operational efficiencies and that

the Mayor and CAO be authorized to execute any documents needed to implementing this direction.

Dept / Area	Project	Cost Estimate	APPROVED	Defer to Budget Exercise
DOMES				
	Pavement around south facing portion of the dome	\$25,000		X
MAXVILLE & DISTRICT SPORTS COMPLEX				
	Condenser with glycol loop	\$90,000	X	
ISLAND PARK				
	Main Walkway to Sandfield Centre	\$65,000		X
	New bleachers for Soccer Fields	\$5,000		X
	Goals for Soccer Field	\$10,000		X
	Goals for Soccer Field	\$6,600		X
ECONOMIC DEVELOPMENT				
	Mill Square Furniture / Landscaping / Signage	\$40,000	X	
	Island Park Master Plan (+ King George Park Design)	\$25,000	X	
	Christmas Lights (Snowflakes)	\$15,000		X
	Hydro for Hamlet Poles	\$19,000		X
	Website - mobile friendly	\$6,000	X	
	Total Rec / Ec Dev:	\$350,600	\$161,000	
PUBLIC WORKS				
	East Boundary Rd Culvert	\$156,700	X	
	Frasier Rd Bridge	\$211,600	X	
	Hope Ouimet Rd Culvert	\$23,000	X	
	Road Resurfacing (failed roads using OCIF grants)	\$422,300	X	
	Alexandria Lagoon Design	\$750,000	X	
	Hardtop Road Maintenance	\$414,900	X	
	Total PWS:	\$1,978,500	\$1,978,500	

Carried

Action – AL/RM

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

a) Community Improvement Plan Reserve

Resolution No. 4

Moved by: Jeff Manley

Seconded by: Jacques Massie

That the Council of the Township of North Glengarry authorizes the transfer of \$57,331.77 from the Economic Development Operating Budget to a dedicated Community Improvement Plan reserve for availability and disbursement when the Community Improvement Plan projects approved in 2016 come to completion.

Carried

Action – AL

b) Reinstatement of Recreation Advisory Committee Chair

Resolution No. 5

Moved by: Michel Depratto

Seconded by: Carma Williams

THAT the Council of the Township of North Glengarry reinstate Deputy Mayor Jamie MacDonald to the position of Chair for the Recreation Advisory Committee.

Carried

Action – AL

c) Key Information Report – GSP Chair

The Director of Community Services updated Council that the new chair of the GSP Management Board is Charlie Sangster.

d) Award contract to MMM Group Inc.

The CAO briefed *Council* on the recommendation to award a contract to the MMM group for a landscape plans for Island Park and the King George Park.

Resolution No. 6

Moved by: Jeff Manley

Seconded by: Brian Caddell

That Council authorize use of the Negotiation Method in the Township procurement policy to award a contract for the development of a master plan for the Island Park and landscape plans for the King George Park to the MMM Group Inc. at an upset cost of \$25,000 to be funded using the 2016 unexpended capital in the Recreation and Economic Development Dept. budgets and that

The Mayor and CAO be authorized to execute any documents necessary to implement this direction.

Carried

Action – AL/DG

e) Community Services Department

Resolution No. 7

Moved by: Brian Caddell

Seconded by: Jeff Manley

That the Council of the Township of North Glengarry accept the organizational structure of the Community Services Department as proposed in this report.

Carried

Action – AL

Resolution No. 8

Moved by: Jeff Manley

Seconded by: Brian Caddell

That the Director of Community Services report re. Human Resources in the Recreation and Community Services Dept be received and that

The position of Community Services Assistant be hereby approved and created and that

a job posting for the non-union position be approved for immediate circulation and that

the salary for the position be posted as approx. \$40,000 to \$49,000 / year commensurate with experience and that the required funds for this position be taken from the Recreation and Community Services 2017 budget for human resources

and that the revised non-union position of Economic Development and Communications Officer be posted and advertised at the annual salary of \$55,394 to 65,130 (2016 values) as soon as practical and that

the CAO and Director of Community Services be authorized to execute any documents needed to implement this direction.

Carried

Action – AL/DG

f) Pre-approve the purchase of the Weather Pro 2000 Desiccant

Resolution No. 14

Moved by: Jacques Massie

Seconded by: Carma Williams

That the Council of the Township of North Glengarry pre-approve the purchase of the Weather Pro 2000 Desiccant at the cost of \$28,887.00 conditional on the approval by the Glengarry Sports Palace Board; and that the CAO and the Director of Community Services be authorized to execute any documents needed to implement this direction.

Carried

Action - AL

8. **FINANCE DEPARTMENT** – Johanna Levac, Treasurer
9. **PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT** -
Gerry Murphy Chief Building Official/Senior By-law Enforcement Officer/Planning Manager
10. **PUBLIC WORKS DEPARTMENT** – Ryan Morton, Director of Public Works
11. **CORRESPONDENCE**
 - a) Glengarry Sports Palace Board Minutes – November 29, 2016

- b) Recreation Advisory Committee Minutes – December 19, 2016
- c) Notice of Study – Hwy 417 Eastbound Ramps/Hwy 34 Intersection Improvements
- d) Proclamation – Heart and Stroke Foundation

Resolution No. 9

Moved by: Brian Caddell

Seconded by: Jeff Manley

WHEREAS: Heart disease or stroke takes a Canadian life every 7 minutes.

AND WHEREAS: Heart & Strokes’s mission is to prevent disease, save lives and promote recovery. As a volunteer-based health charity, we strive to tangibly improve the health of every Canadian family, every day.

AND WHEREAS: February is Heart Month in Canada, during which Heart & Stroke Canvassing Campaign takes place, to support on-going heart disease and stroke life-saving research, health promotion and advocacy;

AND WHEREAS: We applaud and commend the thousands of volunteers, staff and researchers of Heart & Stroke for their dedication and commitment and wish them continued success;

I THEREFORE: proclaim that the month of February be observed as “Heart Month” in the Township of North Glengarry I further urge all citizens to open their heart to Heart & Stroke Canvassing Campaign, and all civic, social organizations and business establishments to give this campaign the greatest possible support.

Carried

Action – LL

- e) Support Different Townships re: Hydro One’s Strategy Regarding Hydro Costs

12. NEW BUSINESS

13. NOTICE OF MOTION - Next Meeting of Council, February 6, 2017.

14. QUESTION PERIOD

15. CLOSED SESSION BUSINESS

Resolution No. 10

Moved by: Carma Williams

Seconded by: Jacques Massie

Proceed "In Camera" Session,

That the Council of the Township of North Glengarry proceeds in Camera under Section 239 (2) of the *Ontario Municipal Act* at 7:40 p.m., in order to address,

Offer to purchase municipal land in Alexandria (as this matter deal 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*);

Recreation Dept. Human Resources (as this matter deal with labour relations or employee negotiations they may be discussed in closed session under sections 239 (2)(d) of the *Ontario Municipal Act*);

and adopt the minutes of the Municipal Council “In Camera” session meeting of October 11, 2016, October 27, 2016, November 24, 2016, November 28, 2016 and January 17, 2017.

Carried

Resolution No. 11

Moved by: Michel Depratto

Seconded by: Carma Williams

That we return to the Regular Meeting of Council at 8:53 p.m.

Carried

16. CONFIRMING BY-LAW

Resolution No. 12

Moved by: Carma Williams

Seconded by: Jacques Massie

That the Council of the Township of North Glengarry receive By-law 03-2017; and

That Council adopt by-law 03-2017 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 03-2017 be read a first, second, third time and enacted in Open Council this 24th day of January, 2017.

Carried

17. ADJOURNMENT

Resolution No. 13

Moved by: Jacques Massie

Seconded by: Jeff Manley

There being no further business to discuss, the meeting was adjourned at 8:54 p.m.

Carried

Daniel Gagnon – CAO/Clerk

Mayor / Deputy Mayor

Section 4

DELEGATION

Section 5

COMMITTEE

RECOMMENDATIONS

Section 6

CAO/CLERK'S

DEPARTMENT

Daniel Gagnon

Section 7

**RECREATION
DEPARTMENT**

Anne Leduc

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: February 21, 2017

MOVED BY: _____

SECONDED BY: _____

That Council approves Option 1 authorizing Financial Incentive Program A (Planning & Design Grant) up to a maximum of \$651.16; Program B (Building Improvement and Infill Grant) up to a maximum of \$7,500.00; Program C (Commercial Signage) up to a maximum of \$977.45; Program C (Commercial Awnings) up to a maximum of \$913.04; Program D (Landscaping) up to a maximum of \$2,000.00; Program D (Public Art) up to a maximum of \$1000.00; Program E (Building Permit Fee Grant) up to a maximum of \$750, with the possibility of a Planning Fee Grant of \$500.00 pending Council approval of a future CIP amendment; Program F (Tax Increment Grant), and Program G (CIP Municipal Loan Program) up to a maximum of \$10,000, as submitted by S. Ladas & P. Moularogeorgos for the property situated at 44 Main Street North, Alexandria.

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 7 Item a

7(a)

TOWNSHIP OF NORTH GLENGARRY

STAFF REPORT

Date: February 21, 2017
To: Council
From: Kerri Strotmann on behalf of the CIP Approvals Committee (CIPAC)

Anne Leduc

Approved:
Anne Leduc, Director of Recreation & Community Services



Approved:
Daniel Gagnon, CAO/Clerk

Re: Community Improvement Plan Application Request

Background:

The North Glengarry Community Improvement Plan was adopted by By-Law 05-2016 on February 8, 2016, and came into force on March 1, 2016.

On December 12, 2016, Council adopted Resolution #7, approving the CIP request for the project at 44 Main Street North, Alexandria, with the recommendation that the proposed James Hardie Board facing material be installed on the entire front façade. The owners, wishing to respect the recommendation of Council, contacted their contractor for a revised estimate.

Given the additional costs associated with installing the James Hardie Board on the entire front façade (2.5-storeys), the owner submitted a CIP amendment request to the CIPAC on January 30, 2017, requesting that the approved commercial terrace be considered as a landscaping (hardscaping) feature (Program D) for the purposes of the financial incentive program and not a building improvement (Program B). By transferring this portion of the project to Program D, additional grant money could be allocated to the project which would help defray a portion of the additional costs of the James Hardie Board.

Article 7.5 b) (Hard Landscape) of the North Glengarry CIP encourages the addition of seasonal commercial terraces in the front setback and describes them under the Landscaping and Public Art Design Guidelines.

CIP Application: 44 Main Street North, Alexandria
Owner: S. Ladas & P. Moularogeorgos
Projected cost of improvements: \$48,209.76
Grant request: \$13,041+ Building Permit Fee Grant
Interest-Free Loan: \$10,000

The Community Improvement Plan Approvals Committee (CIPAC) recommends to Council the amendment of resolution #7 adopted for the project at 44 Main Street North, Alexandria on December 12, 2016, in order to consider the approved commercial terrace as a landscaping feature under the financial incentive programs offered.

The committees now recommends the approval of the below-listed elements of the project, as they demonstrate the rehabilitation of one of the original downtown buildings in respect of the CIP design guidelines, while adding a more contemporary element to create street animation.

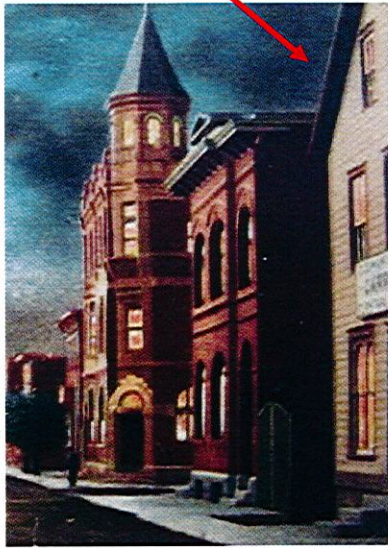
- Preparation and painting of the original metal roof in dark brown or black;
- Removal of the 2nd floor door and replacement of the three 2nd storey openings with matching guillotine windows;
- Replacement of the facing material with horizontally-installed “Tuscan Gold” colour James Hardie board;
- Removal of the obsolete 2nd floor backlit sign;
- Addition of a ground floor perpendicular hanging sign;
- Replacement of the existing retractable awning with a new striped canvass to match the facing material and possessing commercial lettering;
- Replacement of the existing commercial entry door with a new glass entry door;
- Replacement of the existing ground floor commercial windows with sliding glass windows;
- Addition of public art on the front façade above the retractable awning (painted mural on wood panel).
- Construction of a new commercial terrace on the front façade in “Madeira” colour Trex decking with a “Bronze” colour smoked glass railing

The following conditions accompany the favourable recommendation:

- 1) That the owner horizontally-install James Hardie Board on the entire front façade;
- 2) That the final artwork for the painted mural be submitted to the CIP Approvals Committee for review and final approval and that the carriage used in the proposed perpendicular hanging sign be reproduced in the proposed artwork.

The following considerations accompany the favourable recommendation:

- 1) That the owner consider the addition of mullions (grill work) on the proposed 2nd floor windows to match the existing and remaining 3rd floor windows;
- 2) That a new civic address sign, in the style adopted by the municipality for the purposes of the CIP, be incorporated into the project;
- 3) That the owner consider relocating the existing hydro mast to the south lateral façade;
- 4) That the owner consider relocating or eliminating the 2nd floor vent on the front façade, or paint it to match.
- 5) That the owner consider reducing the dimensions or eliminating the proposed signage behind the commercial window so as not to detract from the proposed awning and mural.



Date unknown



March 2015

44 Main Street North, Alexandria

Add either gingerbread trim, a clock – to be confirmed

Horizontally-installed "Tuscan Gold" James Hardie Board to be installed on entire front facade.

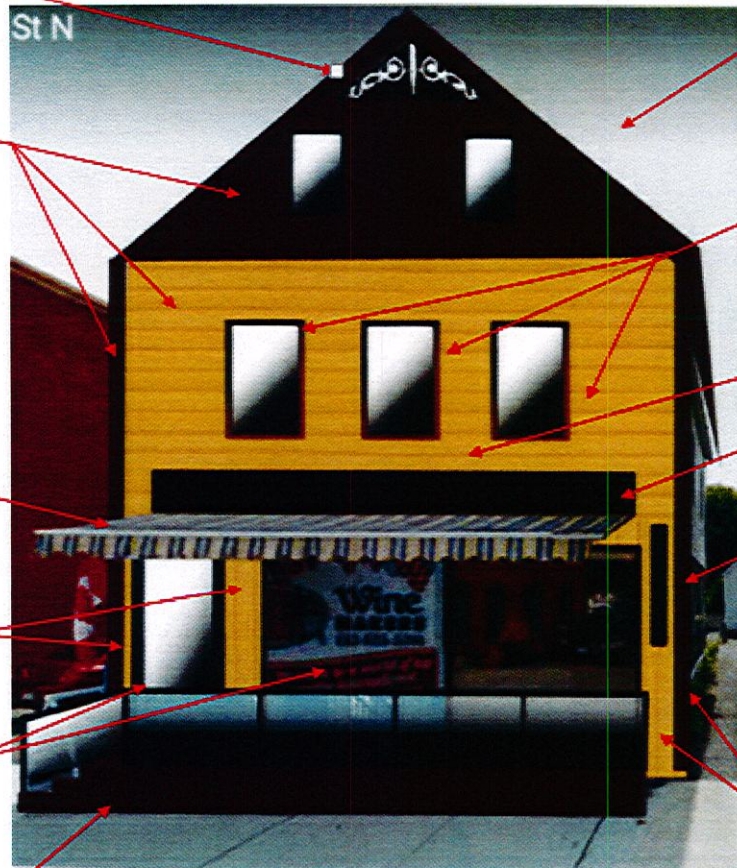
OR
Pressure wash and paint existing 3rd storey aluminium facing material in Chestnut Brown and the 2nd floor in Tuscan Gold to match the newly-installed James Hardie Board on 1st storey. A painted Chestnut Brown trim to match the 3rd storey will be added to frame the front facade

Replace existing commercial awning with new striped canvas awning to match colour scheme of the facing materials. Commercial lettering "Wine Makers" to be added to the skirt.

Horizontally-installed James Hardie Board in "Tuscan Gold" to be installed on first floor.

New glass entry door and sliding glass storefront windows to be installed.

Fiberglass (TrekX) commercial terrace to be constructed with a 5.0ft projection. Entry stairs to be installed on south side. Decking in "Medeira" colour. Smoked glass and aluminium railing to be "Bronze" colour. Space underneath deck to be painted to match 3rd storey facing material.



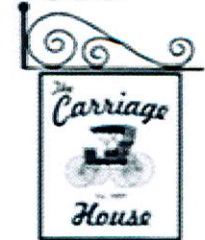
Prepare and paint metal roof in dark brown or black

Convert existing 2nd floor door into a window opening and install new matching gullotine windows with dark brown frames.

Remove existing backlit wall sign from 2nd floor

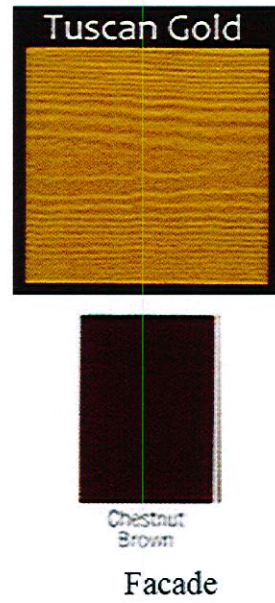
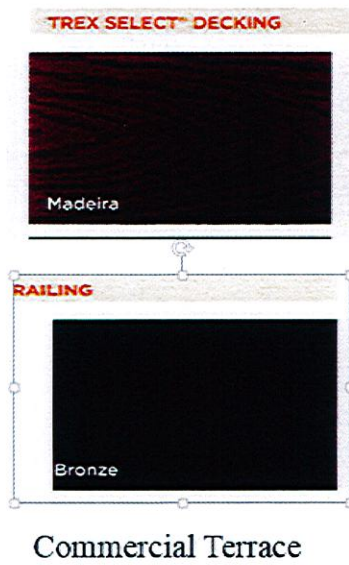
Addition of a painted mural on a wood board.

New perpendicular hanging sign

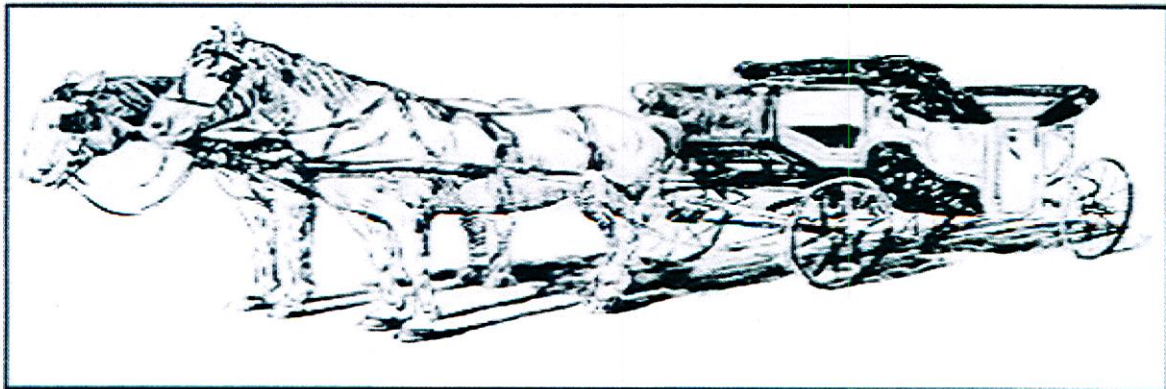


Horizontally-installed James Hardie Board in "Tuscan Gold" colour to be installed on first floor.

44 Main Street North, Alexandria
"Colour Palette"



44 Main Street North, Alexandria
"Mural Project"



The art work will consist of multiple horse and buggy

Incentive Program	Project (s)	Grant Request	CIPAC Recommendation
A. Planning & Design Grant	-Preparation of coloured rendering; -Preparation of construction plans for the commercial terrace;	\$651.16 representing 50% of the costs of the preparation of the plans	\$651.16 representing the grant amount allotted for planning and design fees under Program A.
B. Building Improvement & Infill Grant	-Remove 2 nd floor door and install three new matching guillotine windows; -Installation of new James Hardie clapboard style facing material on the front façade; -Replacement of the commercial entry door and ground floor windows; -Replacement of the ground floor commercial windows with sliding glass windows; -Preparation and painting of the metal roof;	\$18,927.50 representing 50% of the building improvement work for the front and lateral facades	\$7,500.00 representing the maximum grant allotted for building improvements to the front façade and the visible lateral façade under Program B.
C. Commercial Signage, Civic Address Signage & Commercial Awning Grant	-Installation of a new perpendicular hanging sign	\$977.45 representing 50% of the cost of a new commercial sign	\$977.45 representing the amount allotted for a new commercial sign under Program C
	-Installation of a new retractable commercial awning with lettering	\$913.04 representing 50% of the cost of a new retractable commercial awning	\$913.04 representing the amount allotted for a new retractable commercial awning under Program C
D. Landscaping & Public Art Grant	-Construction of a new commercial terrace with smoked glass railing;	\$6,497.50 Representing 50% of the cost of hard landscaping	\$2,000.00 representing the maximum grant allotted for landscaping
	-Installation of historical mural	\$1,045.25 representing 50% of the cost of a painted mural	\$1,000.00 representing the maximum grant allotted for public art.
E. Building Permit Fee Grant		Up to \$750 for the Building Permit fee, pending confirmation from Building Department; \$500 for the Minor Variance Fee	Up to \$750.00 for the Building Permit fee and \$500.00 for the Minor Variance request pending approval of a future CIP amendment.
F. Tax Increment Grant	To leverage the increased assessment and property taxation for work directly attributable to the CIP	TBD	TBD pending MPAC reassessment upon completion of the work.
G. CIP Municipal Loan Program	For work eligible under Program B.	Between \$5,000 and \$10,000	Between \$5,000 and \$10,000

TOTAL PROJECT COST: \$48,209.76
TOTAL ELIGIBLE GRANT: \$13,041.65 + Building Permit and Minor Variance Fee Grant
TOTAL ELIGIBLE LOAN: \$5,000 - 10,000

Options and Discussion

1. That Council approves the CIP amendment request and authorizes the application for Financial Incentive Program A (Planning & Design Grant) up to a maximum of \$651.16; Program B (Building Improvement and Infill Grant) up to a maximum of \$7,500.00; Program C (Commercial Signage) up to a maximum of \$977.45; Program C (Commercial Awnings) up to a maximum of \$913.04; Program D (Landscaping) up to a maximum of \$2,000.00; Program D (Public Art) up to a maximum of \$1,000.00; Program E (Building Permit Fee Grant) up to a maximum of \$750, with the possibility of a Planning Fee Grant of \$500.00 pending Council approval of a future CIP amendment; Program F (Tax Increment Grant), and to Program G (CIP Municipal Loan Program) up to a maximum of \$10,000, and instructs staff to prepare the requisite Letters of Agreement. **(Recommended)**
2. That Council refuses the CIP request.
3. Other

Recommendation:

That Council approves Option 1 authorizing Financial Incentive Program A (Planning & Design Grant) up to a maximum of \$651.16; Program B (Building Improvement and Infill Grant) up to a maximum of \$7,500.00; Program C (Commercial Signage) up to a maximum of \$977.45; Program C (Commercial Awnings) up to a maximum of \$913.04; Program D (Landscaping) up to a maximum of \$2,000.00; Program D (Public Art) up to a maximum of \$1000.00; Program E (Building Permit Fee Grant) up to a maximum of \$750, with the possibility of a Planning Fee Grant of \$500.00 pending Council approval of a future CIP amendment; Program F (Tax Increment Grant), and Program G (CIP Municipal Loan Program) up to a maximum of \$10,000, as submitted by S. Ladas & P. Moularogeorgos for the property situated at 44 Main Street North, Alexandria.

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: February 21, 2017

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry receive the Staff Report on the Facilities Cancellation Policy; and

That the Council of the Township of North Glengarry approves the Facilities Cancellation Policy.

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 7 Item b

7(b)

TOWNSHIP OF NORTH GLENGARRY

STAFF REPORT

Date: February 21, 2017
To: Council
From: Anne Leduc, Director of Recreation & Community Services on behalf of the Recreation Advisory Committee and the Glengarry Sports Palace Board



Approved:

Daniel Gagnon, CAO/Clerk

Re: Facility Cancellation Policy

BACKGROUND:

The Township of North Glengarry maintains several facilities for the enjoyment of its residents and users in the area. In order to ensure that these facilities are available to its population and used in an efficient manner, the Township requires proper notice of cancellation from users.

This Policy has been reviewed by the Recreation Advisory Committee and the Glengarry Sports Palace Board who recommended that it be brought to the Council of the Township of North Glengarry for approval.

The cancellation policy will assist in maximizing the availability of our facilities to the public. Upon adoption of this policy, the facilities and ice rental contracts will need to be modified accordingly.

FINANCIAL IMPACT

N/A

SUPPORTING DOCUMENTATION:

Facilities Cancellation Policy

RECOMMENDATION:

THAT the Council receive the Staff Report on the Facilities Cancellation Policy; and

THAT the Council of the Township of North Glengarry approves the Facilities Cancellation Policy.



Policy Title:	Facilities Cancellation Policy
Issued by:	Community Services & Recreation Department
Approved by:	Council
Date:	February 24, 2017
Revised:	N/A

1. Scope

Guidelines have been established for the notice of cancellation for the Township of North Glengarry's recreational facilities.

2. Responsibilities and Authorities

The Township of North Glengarry maintains several facilities for the enjoyment of its residents and users in the area. In order to ensure that these facilities are available to its population and used in an efficient manner, the Township requires proper notice of cancellation from users.

2.1. Signed Contract

2.1.1. Ice Time

- i. The Recreation Department will provide the user with a contract, which lists all of the ice times that have been allocated to the user/user group for the season. The signed contract is due to be returned by the date indicated on the ice request form that is issued by the Recreation Department. All ice rentals will require a signed contract before the group or individual(s) enter the ice surface.
- ii. The Recreation Department will make every effort to accommodate ice allocation requests in accordance with its ice allocation priorities. Users with overdue accounts may, at the discretion of the Recreation Department, have their ice time cancelled and/or lose their grandfathered status for the upcoming season. By signing the contract, the user agrees that all times listed on the contract will be paid in accordance with the contract.

2.1.2. Hall or Facility Request

- i. The Recreation Department will provide the user with a contract, which lists the hall or facility that has been requested along with the hours requested. Users with overdue accounts may, at the discretion of the Recreation Department, have their request cancelled. By signing the contract, the user agrees that all hall or facility requests and times listed on the contract will be paid in accordance with the contract.

2.2. Cancellation of Ice Time by the Township of North Glengarry

- i. The Township of North Glengarry is the sole authority for all ice times. The practice of transferring, trading or sub-leasing ice between permit holders, without prior consent by the Recreation Department, is not allowed.
- ii. The Township of North Glengarry reserves the right to reasonably postpone, reschedule or cancel any ice time, for a significant or high profile event, as approved by Council or for the purposes of play-off games for the Junior teams, the AMHA or GGHA teams.
- iii. The Township of North Glengarry reserves the right to cancel ice due to safety concerns, mechanical breakdowns, weather conditions, emergency closures or unsuitable ice surface conditions as dictated by the Director of Recreation & Culture. Every attempt will be made to reschedule the user group's ice time. All rescheduled ice time will be billed in accordance with regular ice rates. All ice time that cannot be rescheduled, will either be credited to the user's outstanding contract balance or refunded if the contract has been paid in full.
- iv. In case of inclement weather, unless notified by the Recreation Department that the arena is closed, ice time will be available for use and will be billed as stated in user's contract.
- v. In the event of a multi-day arena closure, the Township will reallocate ice time according to predetermined priorities.
- vi. In the event that the Township of North Glengarry cancels a booking for ice or a facility, the client will be offered the opportunity to rebook at a later date or obtain a full refund.

2.3. Cancellation of Ice Time by Renting Organization or Individual

2.3.1. Cancellation of Ice Time for Practices or games:

- i. All cancellations must be made during office hours 8:00 am to 4:00 pm Monday through Friday.
- ii. Ice cancellations must be made 7 days in advance otherwise the team/organization is charged at 100% of the rental rate.
- iii. In the event that the ice is cancelled without the appropriate notice **and that team has found another team/organization that is able to pick up that ice time** the charge will be waived.

2.3.2. Cancellation of Ice Time for Carnivals or Tournaments:

- i. All cancellations must be made during office hours 8:00 am to 4:00 pm Monday through Friday.

- ii. For carnivals, tournaments or other events where there is a considerable amount of time booked (i.e. entire day or weekend) the following notice is required:
 - Prior to 4 Weeks – Organization is not charged
 - 3 Weeks – Organization is billed 25% of cost of Ice Blocked
 - 2 Weeks – Organization is billed 50% of cost of Ice Blocked
 - 1 Week to 48 hours prior – Organization is billed for 75% of cost of Ice Blocked
 - 48 hours or less – Team/Organization is billed for 100% of cost of Ice Blocked
- iii. In the event that the ice is cancelled without the appropriate notice **and that team has found another team/organization that is able to pick up that ice time** for the entire booking (i.e. entire day or weekend) the charge will be waived.
- iv. In the event that the ice is cancelled without the appropriate notice **and that team has found another team/organization that is able to pick up portions that ice time** the canceling team/organization will be charged for the un-used ice time according to the notice received.

2.4. Cancellation of a Hall or Facility by the Township of North Glengarry

- vii. The Township of North Glengarry is the sole authority for all halls and facilities. The practice of transferring, trading or sub-leasing halls or facilities between permit holders, without prior consent by the Recreation Department, is not allowed.
- viii. The Township of North Glengarry reserves the right to reasonably postpone, reschedule or cancel any hall or facility booking, for a significant or high profile event, as approved by Council.
- ix. The Township of North Glengarry reserves the right to cancel a hall or facility booking due to safety concerns, mechanical breakdowns, weather conditions, emergency closures or other conditions as dictated by the Director of Recreation & Culture. Every attempt will be made to reschedule the hall or facility booking. All rescheduled hall or facility booking will be billed in accordance with previously agreed-upon rates. All hall or facility bookings that cannot be rescheduled, will either be credited to the user's outstanding contract balance or refunded if the contract has been paid in full.
- x. In case of inclement weather, unless notified by the Recreation Department that the arena is closed, the hall or facility will be available for use and will be billed as stated in user's contract.
- xi. In the event of a multi-day arena closure, the Township will reallocate the hall or facility booking time according to predetermined priorities.

- xii. In the event that the Township of North Glengarry cancels a hall or a facility booking the client will be offered the opportunity to rebook at a later date or obtain a full refund.

2.5. Cancellation of Hall or Facility by Renting Organization or Individual

2.5.1. Cancellation of a hall or facility rental (other than ice time) for meetings of activities of a short duration:

- i. All cancellations must be made during office hours 8:00 am to 4:00 pm Monday through Friday.
- ii. Cancellations must be made 7 days in advance otherwise the Renter is charged at 100% of the rental rate.

2.5.2. Cancellation of a hall or facility rental (other than ice time) for bookings of importance (multi-day events, weddings, festivals, etc.):

- ii. All cancellations must be made during office hours 8:00 am to 4:00 pm Monday through Friday.
- iii. For events where there is a considerable amount of time booked (i.e. entire days, weekends or weeks) the following notice is required:
 - Prior to 4 Weeks – Renter is not charged
 - 3 Weeks – Renter is billed 25% of cost of the rental of the facility
 - 2 Weeks – Renter is billed 50% of cost of the rental of the facility
 - 1 Week to 48 hours prior – Renter is billed for 75% of cost of the rental of the facility
 - 48 hours or less – Renter is billed for 100% of cost of the rental of the facility.

2.6. Extenuating Circumstances:

The Township of North Glengarry recognizes that there may be circumstances of an extenuating nature that lead to ice, hall and facility cancellations. If the client/team/organization feels their cancellation(s) are in this category they will address that with the Recreation Department. The Recreation Department will deal with these requests on a case by case basis.

2.7. Cancellation of Ice Time must be made in writing by email or regular mail to:

Recreation Department
Township of North Glengarry
90 Main Street South
Alexandria, ON
K0C 1A0

E-mail: recreation@northglengarry.ca

Office hours of operation are Monday to Friday from 8 am to 4 pm

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: February 21, 2017

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry receives the Staff Report on the Alexandria Farmers' Market; and

THAT the Council of the Township of North Glengarry approves the free use of Island Park outdoor facilities for the Alexandria Farmers' Market from May 27th to October 7th, 2017 and the use, at no cost, of the Gary Shepherd Hall from October 14th to November 25th, 2017.

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 7 Item c

7(c)

RECREATION ADVISORY COMMITTEE

STAFF REPORT

Date: February 21, 2017
To: Council
From: Anne Leduc, Director of Recreation & Community Services on behalf of the Recreation Advisory Committee and the Glengarry Sports Palace Board



Approved:
Daniel Gagnon, CAO/Clerk

Re: Alexandria Farmers' Market

BACKGROUND

The Alexandria Farmers' Market is preparing for its 2017 season. Plans are to open on Saturday, May 27th and close on November 27th, 2017. Hours of operation will be 8:30 am to 1:30 pm.

The Alexandria Farmers' Market would like to once again use the Island Park location near the first gazebo from May 27th to October 7th, 2017 and move indoors to the Gary Shepherd Hall from October 14th to November 25th, 2017.

The Recreation Advisory Committee has reviewed this request and recommended that the Council of the Township of North Glengarry approves the free use of the outdoor park and indoor facilities as stated above.

RECOMMENDATION:

THAT the Council of the Township of North Glengarry receives the Staff Report on the Alexandria Farmers' Market; and

THAT the Council of the Township of North Glengarry approves the free use of Island Park outdoor facilities for the Alexandria Farmers' Market from May 27th to October 7th, 2017, and the use, at no cost, of the Gary Shepherd Hall from October 14th to November 25th, 2017.

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: February 21, 2017

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry receives the Staff Report on the transfer of the Glengarry Sports Palace 2016 surplus to the 2017 Operating Budget; and

THAT the Council of the Township of North Glengarry authorizes the transfer of the Glengarry Sports Palace 2016 Operating Budget surplus to the 2017 Operating Budget and that it be used to offset the cost of Capital Projects.

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 7 Item d

TOWNSHIP OF NORTH GLENGARRY

STAFF REPORT

Date: February 21, 2017
To: Council
From: Anne Leduc, Director of Recreation & Community Services

Re: Transfer Glengarry Sports Palace 2016 surplus to 2017 Budget

BACKGROUND:

The Glengarry Sports Palace has, prior to audit, registered a surplus in the amount of \$13,143.00 for 2016. The Glengarry Sports Palace Board approved the transfer of the surplus from the 2016 Operating Budget to the 2017 Operating Budget, with direction to staff to use these funds to offset the costs of Capital projects, and conditional upon the approval by the Council of Township of North Glengarry and Township of South Glengarry.

Glengarry Sport Palace Budget				
	2016 Budget		2016 Actual	
Revenue		565,317		578,044
Expenses		515,150		564,901
SURPLUS	\$	50,167	\$	13,143

FINANCIAL IMPACT

Transfer of Glengarry Sports Palace 2016 surplus from the operating budget to 2017 Glengarry Sports Palace operating budget.

RECOMMENDATION:

THAT the Council of the Township of North Glengarry receives the Staff Report on the transfer of the Glengarry Sports Palace 2016 surplus to the 2017 Operating Budget; and

THAT the Council of the Township of North Glengarry authorizes the transfer of the Glengarry Sports Palace 2016 Operating Budget surplus to the 2017 Operating Budget and that it be used to offset the cost of Capital Projects.

TOWNSHIP OF NORTH GLENGARRY**KEY INFORMATION REPORT**

Date: February 21, 2017
To: Council
From: Anne Leduc, Director of Recreation & Community Services

Re: Pre-approval of Weather Pro 2000 Electric Desiccant for the Glengarry Sports Palace

BACKGROUND:

The Council for the Township of North Glengarry approved the purchase of the Weather Pro 2000 Electric Desiccant for the Glengarry Sports Palace at its meeting on January 24, 2017, conditional on the approval by the Glengarry Sports Palace Board at its next meeting.

On February 15, 2017, the Glengarry Sports Palace Board approved this capital purchase. The equipment order was placed with the manufacturer and installation is expected to take place towards the end of April 2017.

COMMENTS

This report is presented for information purposes only.

TOWNSHIP OF NORTH GLENGARRY

KEY INFORMATION REPORT

Date: February 21, 2017
To: Council
From: Anne Leduc, Director of Recreation & Community Services

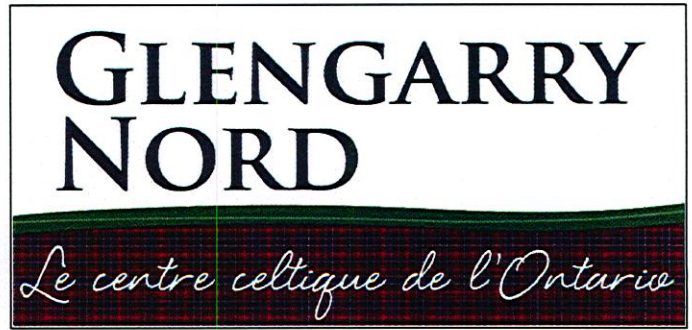
Re: Township of North Glengarry Logos

BACKGROUND:

Opportunities have presented themselves to review the Township logo and align it with our branding exercise. Examples of these opportunities are:

- A refresh of the Township's website to render it mobile accessible;
- The Historical Tour - interpretative panels and marketing campaign;
- Master Plans for Island Park and the King George Park;
- The Community Improvement Plan and its visual identity component.

The redesigned logo incorporates the Glengarry Highland Games tartan and comes in English, French and Bilingual versions.



FINANCIAL IMPACT

Township paper stock and business cards will be ordered with the new logo as they need to be replenished. Marketing material will incorporate the new Township logo.

COMMENTS:

This report is for information purposes only.

7 (9)

TOWNSHIP OF NORTH GLENGARRY

KEY INFORMATION REPORT

Date: February 21, 2017
To: Council
From: Anne Leduc, Director of Recreation & Community Services

Re: Township of North Glengarry Mobile Platform for Website

BACKGROUND:

The Township is refreshing its website to render it mobile friendly. The Canadian Wireless Telecommunication Association reports that:¹

- In 2014, 23.7% of households reported using a cell phone exclusively, up from 20.4% in 2013;
- 73% of Canadians have a smartphone as of 2016;
- Data consumption increased by 44% in 2014-2015. 70% of wireless subscribers have plans that provide for a least 1 GB of data usage per month;
- In Canada, mobile data traffic will grow 600% from 2015 to 2020, a compound annual growth rate of 42%.

The implications are clear when it comes to the mobile market – consumers expect a satisfactory mobile experience when accessing websites and the Township’s refresh will allow users to access its website across all mobile platforms.

FINANCIAL IMPACT

The Council of the Township of North Glengarry pre-approved \$6,000 as a capital expenditure at its January 24th, 2017 meeting for this phase of the project.

SUPPORTING DOCUMENTATION

Attachment A – Home Page Concept Design & example of mobile versatility

COMMENTS:

This report is for information purposes only.

¹ Canadian Wireless Technology Association - <https://www.cwta.ca/facts-figures/>

Attachment A

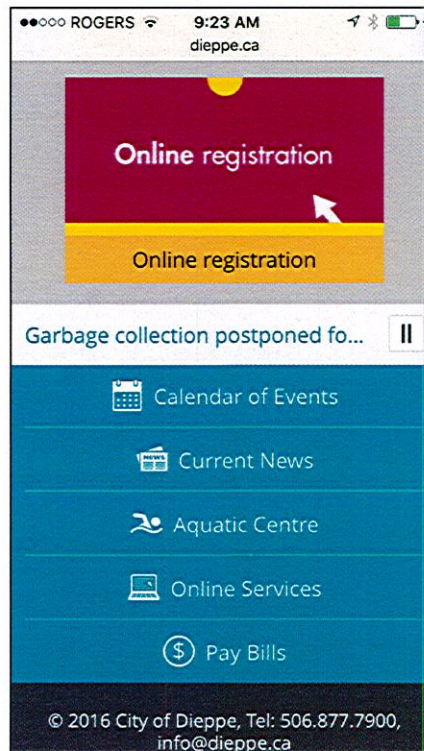
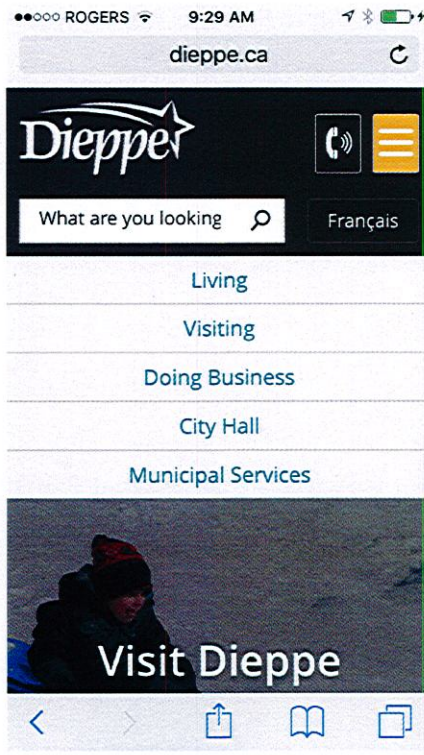
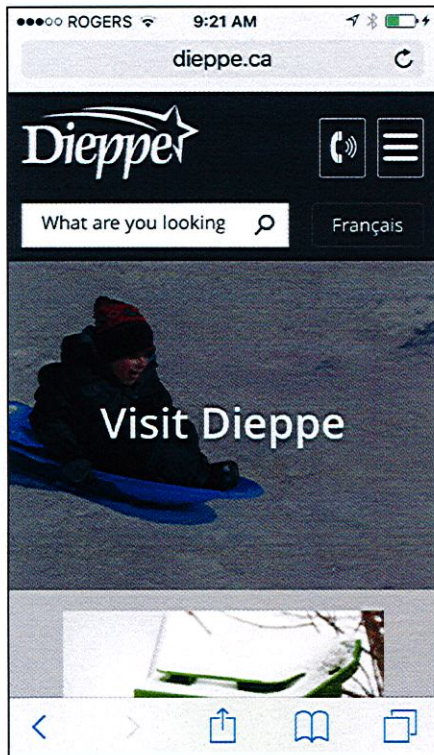
Home Page Concept Design with placeholder sliders



Home Page Concept Design with placeholder sliders



Example of Mobile versatility – iPhone Screen shots of Dieppe.ca



7(ch)

TOWNSHIP OF NORTH GLENGARRY

KEY INFORMATION REPORT

Date: February 21, 2017
To: Council
From: Kerri Strotmann on behalf of the Arts Culture & Heritage Advisory Committee (ACH)

Re: Mill Square Interpretive Panel

Background:

The Township of North Glengarry received a Canada 150 Infrastructure grant for improvements to Mill Square.

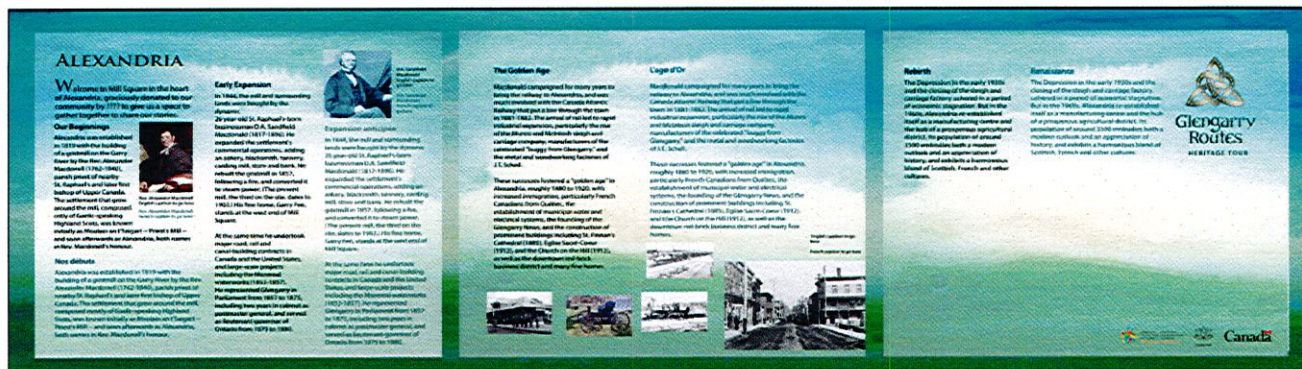
An interpretive panel focusing on the history of Alexandria is to be incorporated into the improvements, which include new street furniture and the addition of the crosswalk across Main Street.

The Arts Culture & Heritage Advisory Committee (ACH) has been tasked with the realization of the Mill Square interpretive panel. Dane Lanken and Kerri Strotmann form the subcommittee assigned to the research, design and copy of the panel. Several community organizations have been consulted, or have assisted with various aspects of the panel preparation, including Glengarry History, the Glengarry County Archives, The Glengarry News, Mr. D. Anderson, Mr. R. McGillavry and Mrs. C. Shepherd.

The panel placement, text and imagery was approved by the ACH at their meetings in October and January. The translation and design are currently in process. The design will tie in with the Glengarry Routes heritage tour currently in preparation and will be approved by the ACH at an upcoming meeting.

In order to meet the obligations of the Canada 150 grant, the interpretive panel must be installed by March 31, 2017; however, given ground conditions, the Public Works Department may not be able to permanently install the panel(s) on cement footings until late spring.

The ACH is meeting on February 22, 2017, to further discuss the design and the official unveiling of this important interpretive panel.



Preliminary Mill Square Interpretive Panel Design

Comments:

This report is presented to Council for information purposes only.

Section 8

FINANCE DEPARTMENT

Johanna Levac, Treasurer

Section 9

**PLANNING/BUILDING
BY-LAW
ENFORCEMENT
DEPARTMENT**

Gerry Murphy

Section 10

PUBLIC WORKS

DEPARTMENT

Ryan Morton

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: February 21, 2017

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry authorizes the CAO/Clerk and the Mayor to enter into an agreement with Pollard Highway Products Ltd. in the amount of \$342.75/flake tonne excluding HST; and

That Council adopt by-law 09-2017 and that by-law be read a first, second, third time and enacted in Open Council this 21st day of February, 2017.

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 10 Item a

10/01

TOWNSHIP OF NORTH GLENGARRY

STAFF REPORT

Date: February 20th, 2017

To: Council

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



Daniel Gagnon, CAO/Clerk

Re: Dust Suppressant

Discussion:

This report is being provided to Council in order to award a contract for dust suppressant for the 2017 season.

The Township participated in a joint tender with 5 other Townships within the County. The tender remained as is in order to accept submissions from companies that did not have the on-board electronic controls, calibration etc. Although staff would prefer to see this included in the tender, it was not in the Township's best interest to pull out and tender on our own as the price would be considerably higher than the bids received.

There were 3 companies that bid on the tender and the results are attached.

Staff sees no reason not to award the contract to Pollard Highway Products Ltd.

Financial Implications:

2015 Budget - \$120,000 for 375 flake tonnes

2016 Budget - \$120,000 for 375 flake tonnes

2017 Budget - \$135,000 for 375 flake tonnes

2015 Tendered Price - \$297.85/flake tonne = \$111,693.75

2016 Tendered Price - \$338.50/flake tonne = \$126,937.50

2017 Tendered Price - \$342.75/flake tonne = \$128,531.25

Add payable HST of \$2,262.24

Total Contract Payable = \$130,793.49

Recommendation:

That the Council of the Township of North Glengarry pass a by-law authorizing the CAO/Clerk and the Mayor to enter in to an agreement with Pollard Highway Products Ltd. in the amount of \$342.75/flake tonne excluding HST.

Consultations:

Dan Gagnon, CAO

Roch Lajoie, Roads Manager

Attachments:

- **Tender Results**

Liquid Dust Suppressant

Tender 17-01

Contractor	South Glengarry 350 Tonnes	North Glengarry 375 Tonnes	South Stormont 350 Tonnes	North Stormont 375 Tonnes	North Dundas 380 Tonnes	South Dundas 175 Tonnes
Morris Chemical	\$386.99	\$387.81	\$379.68	\$380.49	\$379.68	\$378.05
Denchem Surface Solutions	\$388.61	\$388.61	\$385.36	\$385.36	\$360.97	\$360.97
Pollard Highway Products	\$342.75	\$342.75	\$342.75	\$342.75	\$342.75	\$342.75
Da-Lee Dust Control	\$448.80	\$448.80	\$448.80	\$448.80	\$448.80	\$448.80

CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW No. 09-2017

Being a by-law of the Township of North Glengarry authorizing the CAO/Clerk and the Mayor to enter in to an agreement with Pollard Highway Products Ltd. for the provision and application of dust suppressant throughout the Township of North Glengarry for 2016.

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

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

AND WHEREAS the Township of North Glengarry deems it expedient to secure an agreement for the supply and application of dust suppressant on municipal roadways for the purpose of improving and maintaining such roadways;

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

THAT the CAO/Clerk and the Mayor are hereby authorized to enter in to an agreement with Pollard Highway Products Ltd. for the provision and application of dust suppressant throughout the Township of North Glengarry,

AND FURTHER, that the Director of Public Works or his designate is authorized to issue any and all change orders to prevent delays on the project, alter the scope to mitigate issues arising from the work and to extend the work to maximize the granular budget for 2017,

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

READ a first, second and third time, passed, signed and sealed in Open Council this 21st day of February 2017.

Daniel Gagnon - CAO/Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 09-2017, duly adopted by the Council of the Township of North Glengarry on the 21st day of February 2017.

Date Certified

Clerk/Deputy Clerk

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: February 21, 2017

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry receives the landfill statistics;

AND FURTHER, the landfill shall be open on Wednesdays and Saturdays from 8 a.m. until 4 p.m. starting December 1st of each calendar year through to March 31st of each calendar year;

AND FURTHER, the landfill hours of operating shall be consolidated from 6 days/week to 3 days/week;

AND FURTHER, the landfill shall be open Tuesdays, Fridays and Saturdays from 8 a.m. until 4 p.m. beginning April 1st of each calendar year through to November 30th of each calendar year.

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 b

10(b)

TOWNSHIP OF NORTH GLENGARRY

STAFF REPORT

Date: February 21st, 2017

To: Council

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


Daniel Gagnon, CAO/Clerk

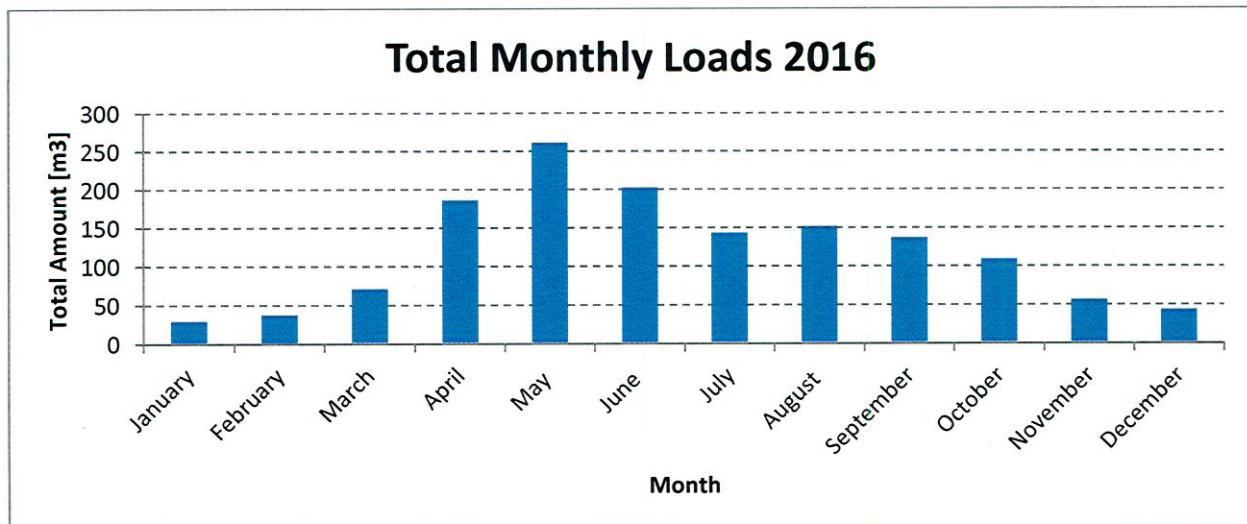
Re: Landfill Operating Schedule

Discussion:

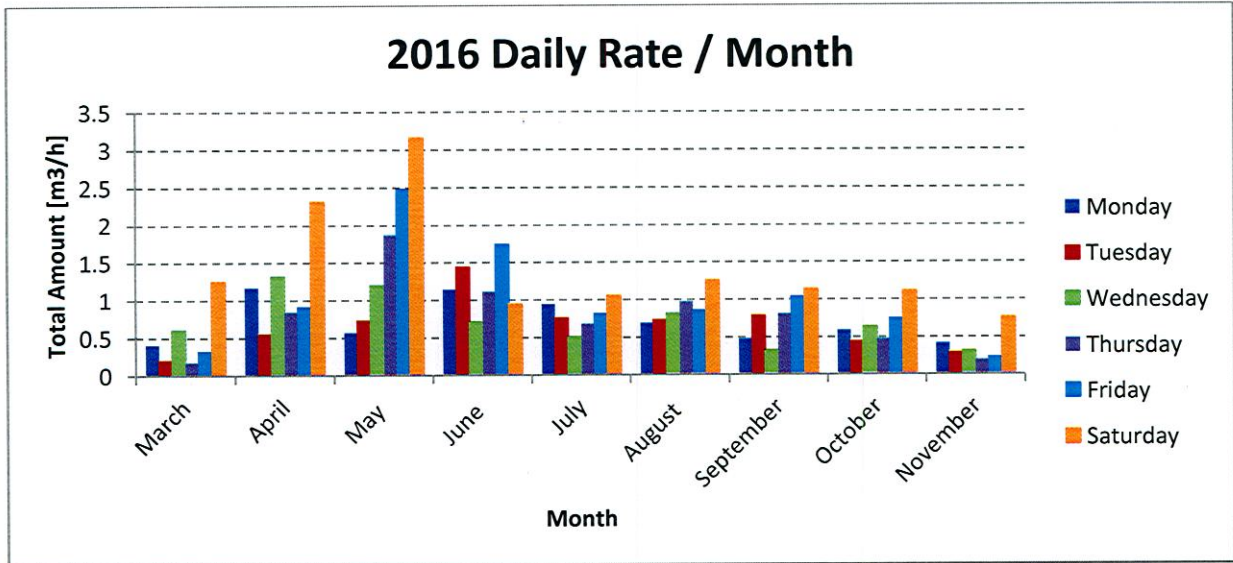
This report is being provided to Council in order to authorize a change to the landfill hours and schedule.

Throughout 2016, staff collected statistics based on a number of factors. The purpose was to ascertain the cost of the free landfill program, to determine who was using the landfill and also when they were using it. In addition, staff surveyed other municipalities in order to determine what the Township's counterparts were doing. For the purpose of this report, staff took a look at the usage of the landfill to determine the level of service required and presented the findings to the Public Works Committee.

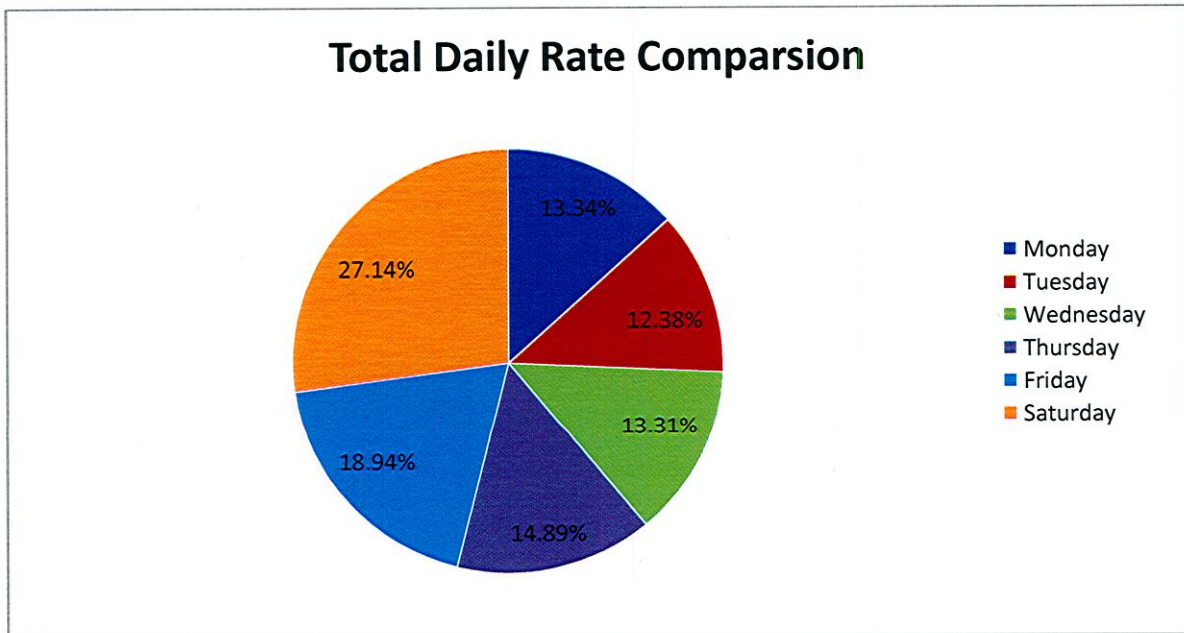
On a monthly basis, April/May/June sees the most materials deposited at the landfill as evidenced by the data below. This is a reflection of the total volume in cubic meters.



The following chart indicates the rate of landfilling in m3/hour for each day of the month. This essentially shows more specifically when the material is coming in to the facility. As evidenced by the data, Saturdays and Fridays are the most utilized days.



The following chart indicates the days by usage. Saturday and Friday make up 46% of the total visits, with the remaining days being relatively equal.



As stated previously, staff also looked at neighboring communities to determine their landfill operating hours as posted on their websites or communicated by staff. The following table identifies those communities and their landfill operating hours. It shows that most of the landfills are only open 2 days/week with the exception of Lafleche Environmental which is a private business open to the public. Some municipalities close their landfills over portions of the fall and spring inclusive of the winter season.

Table: Comparison of other municipal landfills in the area

North Glengarry	Mon, Tue, Thu, Fri → 8:00 am – 4:00 pm Wed, 1 st , 2 nd , 3 rd , 4 th Sat → 8:00 am – 12:00 pm (noon) Winter; Dec 1 st – Mar 1 st : Wed & Sat → 8:00 am – 4:00 pm
South Glengarry	Beaver Brook Landfill: Oct 1 st – May 31 st Tue & Sat → 9:00 am – 5:00 pm North Lancaster Landfill: June 1 st – September 30 th Thu & Sat → 9:00 am – 5:00 pm
North Dundas	Weekday Hours Mon – Fri → 8:00 am – 4:00 pm Weekend Hours (May 2 nd – Oct 31 st) Sat → 8:00 am – 11:30 am
Champlain Township	Cassburn Rd (May 7 th – Nov 5 th) Every Sat → 9:00 am – 12:00 pm
North Stormont	Lafleche Environmental Inc Mon – Fri → 7:00 am – 5:00 pm Sat → 8:00 am – 2:00 pm
Township of Winchester	Boyne Rd Mon – Fri → 8:00 am – 4:00 pm Sat → 8:00 am – 11:30 am
South Stormont	Trillium Road Landfill Fri & Sat → 8:00 am – 4:00 pm
South Dundas	Williamsburg Landfill Tue & Thur → 8:00 am – 1:00 pm Sat → 9:00 am – 12:00 pm Matilda Landfill Wed & Fri → 8:00 am – 1:00 pm Sat → 1:00 pm – 4:00 pm

Based on the information at hand, the Public Works Committee is recommending that the landfill be open Tuesdays, Fridays and Saturdays from 8am until 4pm. This will allow compacting and covering activities to happen on a day that the landfill is closed which will improve the safety of the site. The proposed hours remain to be the highest level of service among the other municipalities. The overall landfill schedule recommended by the committee is as follows;

Type	From	To	Day	Hours
Summer Hours	May 1 st	November 30 th	Tuesday	8-4
			Friday	8-4
			Saturday	8-4
Winter Hours	December 1 st	April 30 th	Wednesday	8-4
			Saturday	8-4

Currently the landfill opens for summer hours on March 1st. The Public Works Committee is recommending summer hours to begin May 1st, but staff continues to recommend that summer hours begin April 1st based on the usage data and is therefore recommended below.

Financial Implications:

There will be some cost savings by changing the operating hours.

- Reduced gravel road maintenance costs
- Reduced staff time (approximately \$6,600) based on 2016 financials.
- Reduced fuel consumption costs

There will be efficiencies with no assigned value.

- Compacting and covering processes
- A safer site for the public
- More efficient landfilling due to workable time on closed days, which results in a greater lifespan.
- Opportunities for cover cost savings for the chance to reuse cover materials from time to time.

Overall, the financial savings are not significant from year to year, but the overall site health, safety and efficiency will be significantly increased.

STAFF Recommendation:

That the Council of the Township of North Glengarry passes a resolution to receive the landfill statistics;

AND FURTHER, the landfill shall be open on Wednesdays and Saturdays from 8am until 4pm starting December 1st of each calendar year through to March 31st of each calendar year;

AND FURTHER, the landfill hours of operating shall be consolidated from 6 days/week to 3 days/week;

AND FURTHER, the landfill shall be open Tuesdays, Fridays and Saturdays from 8am until 4pm beginning April 1st of each calendar year through to November 30th of each calendar year.

Consultations:

Dan Gagnon, CAO
Roch Lajoie, Roads Manager
Public Works Committee

Attachments:

- **Public Works Committee Resolution**

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: February 21, 2017

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry appoint Councillor Michel Depratto as the Vice-Chair of the Public Works Committee.

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 c

10(c)

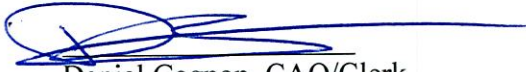
TOWNSHIP OF NORTH GLENGARRY

STAFF REPORT

Date: February 20th, 2017

To: Council

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


Daniel Gagnon, CAO/Clerk

Re: Public Works Committee Vice-Chair

Discussion:

This report is being provided to Council in order to appoint a Vice-Chair of the Public Works Committee.

The Public Works Committee is recommending that Councillor Depratto be appointed as Vice-Chair of the Public Works Committee for circumstances upon which the Chair is unable to attend or act as the Chair.

Financial Implications:

N/A

Recommendation:

That the Council of the Township of North Glengarry pass a resolution appointing Councillor Depratto as the Vice-Chair of the Public Works Committee.

Consultations:

Dan Gagnon, CAO
Public Works Committee

Attachments:

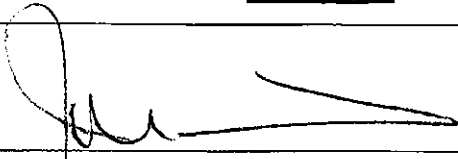
- **Public Works Committee Recommendation**

Township of North Glengarry


Public Works Committee

MOTION

Moved by:



Seconded by:



Date:

Feb 13/2017

Subject: Appointing Vice Chair of the PW Committee

Be it resolved;

THAT the Public Works committee of the Township of North Glengarry hereby recommend to Council to approve the appointment of Vice Chair of the PW Committee.

Michel Daprato

Unanimous

Carried


Defeated

Ayes

Nays

Motion number: 2017 – 01

Brian Caddell, Committee Chair



Section 11

CORRESPONDENCE

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
PLANNING COMMITTEE MEETING**

Monday October 24th, 2016
Council Chambers
Centre Sandfield Centre
102 Derby Street West, Alexandria, ON

A Public Meeting was held in the Council Chamber on Monday October 24th, 2016 at 6:30 p.m.

PRESENT: **Mayor** – Chris McDonell
Deputy Mayor – Jamie MacDonald
Councillor (Lochiel Ward) – Brian Caddell
Councillor (At Large) – Jacques Massie
Councillor (Kenyon Ward) – Jeff Manley
Councillor (Alexandria Ward) – Michel Depratto
CAO/Clerk – Daniel Gagnon
CBO/By-Law Enforcement/Planning Manager – Gerry Murphy

REGRETS: **Councillor (Maxville Ward)** – Carma Williams

1. PUBLIC MEETING CALLED TO ORDER

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

2. ACCEPT THE AGENDA

Resolution No. 1

Moved by: Jacques Massie **Seconded by:** Jeff Manley

That the Council of the Township of North Glengarry accepts the Planning Committee meeting agenda of Monday, October 24th, 2016.

Carried

3. ACCEPT THE MINUTES

Resolution No. 2

Moved by: Michel Depratto **Seconded by:** Jamie MacDonald

That the Council of the Township of North Glengarry accepts the minutes of the Planning Committee Meeting of Monday, September 12th, 2016. **Carried**

The Meeting was then turned over to the Planning Manager – Gerry Murphy

4A. ZONING AMENDMENT

a) **No. Z-07-2016**
Owner: Theodor & Renate Finger
Location: 21170 Bush Rd Alexandria

Resolution No. 3

Moved by: Jamie MacDonald **Seconded by:** Michel Depratto

That the Planning Committee recommends approval of zoning amendment Z-07-2016 and that the application be forwarded to the Council of The Township of North Glengarry for further consideration and approval.

Carried

Deputy Mayor – Jamie MacDonald, was against the zoning amendment

4B. SEVERANCES

a) No. B-98/16

Owner: Ovide Doiron

Location: 20248 Kenyon Conc Rd 5 Alexandria

Resolution No. 4

Moved by: Jeff Manley

Seconded by: Brian Caddell

That the Planning Committee recommend approval of severance application B-98/16 as per the conditions recommended by the planning manager.

Carried

b) No. B-100/16

Owner: Murray & Gwendoline McEwen

Location: County Rd 22 Maxville

Resolution No. 5

Moved by: Jeff Manley

Seconded by: Brian Caddell

That the Planning Committee recommend approval of severance application B-100/16 as per the conditions recommended by the planning manager.

Carried

c) No. B-101/16

Owner: Ian, Ginette & Donald Crooks

Location: 21580 Seven Hills Rd Vankleek Hill

Resolution No. 6

Moved by: Brian Caddell

Seconded by: Jeff Manley

That the Planning Committee recommend approval of severance application B-101/16 as per the conditions recommended by the planning manager.

Carried

d) No. B-103/16

Owner: Gaetan & Aline Landriault

Location: 106 Victoria St E Alexandria

Resolution No. 7

Moved by: Brian Caddell

Seconded by: Jeff Manley

That the Planning Committee recommend approval of severance application B-103/16 as per the conditions recommended by the planning manager.

Carried

e) No. B-104/16

Owner: Bernard McDonell

Location: 19222 First St Apple Hill

Resolution No. 8

Moved by: Michel Depratto

Seconded by: Jamie MacDonald

That the Planning Committee recommend approval of severance application B-104/16 as per the conditions recommended by the planning manager.

Carried

5. OLD BUSINESS

6. NEW BUSINESS

7. NOTICE OF MOTION

8. ADJOURNMENT

Resolution No. 9

Moved by: Jeff Manley

Seconded by: Jacques Massie

There being no further business to discuss, the meeting was adjourned at 6:46 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

11 (b)

NORTH GLENGARRY SCHOOLS ADVISORY COMMITTEE

Thursday January 26, 2017
Glengarry Sports Palace Boardroom

A meeting of the North Glengarry Schools Advisory Committee was held at the Glengarry Sports Palace Boardroom on Thursday January 26, 2017 at 5:30 p.m.

PRESENT: North Glengarry Councillor – Jeff Manley
North Glengarry Councillor – Brian Caddell
Laggan Public School – Sally Booth
Laggan Public School – Scott MacLeod
Maxville Public School – Gina Dragone
Deputy Clerk - Lise Lavigne
Recreation Director / Community Services – Anne Leduc

- 1. CALL TO ORDER**
- 2. ACCEPT THE AGENDA** (Additions/Deletions)

Moved by: Sally Booth

Seconded by: Brian Caddell

The Agenda of the North Glengarry Schools Advisory Committee meeting of January 26, 2017 was accepted as amended.

Additions: 5(a) ROMA Conference in Toronto Jan 29 – 31, 2017

- 3. DECLARATIONS OF CONFLICT OF INTEREST**
- 4. ADOPTION OF PREVIOUS MINUTES**

Moved by: Scott MacLeod

Seconded by: Gina Dragone

That the minutes of the December 8, 2016, North Glengarry Schools Advisory Committee meeting be accepted as presented.

5. AGENDA ITEMS

a) Update from Public Meeting on January 23, 2017

The second ARC Meeting took place January 23rd with approximately 600 people present. There were 10 delegations including Maxville Public School, GDHS and Township of North Glengarry. It went very well, good publicity with the Glengarry News, Standard Freeholder and the Seaway News. Natalie Boisvert did the legwork on the Maxville presentation.

b) Maxville Update

The Committee needs to submit 2 or 3 paragraph with a draft recommendation prior to the February 1, 2017 deadline. This information will be reviewed by the Senior Board Staff and may be used when they are writing their report. A Committee Member is working on it with the Tagwi and Roxmore groups. Tagwi students would need to go in portable if our student are sent there. Gina Dragone will send an e-mail to the trustee with the PowerPoint and speaking notes and thank them, hoping it will be helpful. There was some pushback about the Township's involvement in the demolition of the Maxville school and the costs that have been identified.

c) GDHS Update

David Fillion is absent, Sally Booth said that the fundraising went well paid for the two buses which were not full. Minister of Education visited the GDHS. Five engineers/architects went to GDHS to assess the school and the general feeling is that they are not looking at tearing it down. Jeff Manley had a chance to talk to the ministry personnel that day.

d) DoyleTech Report

Got a lot of publicity with the DoyleTech Report on the effects of the school closures on the community.

e) Request from the School Board

Sally Booth advised the Committee that the Manager said that the information requested was on its way. Legally its 30 day to get the information, request was done November 11, 2016.

f) Upcoming dates

- February 1 – Deadline to submit anything written, reports such as DoyleTech Report, Speech from Monday's ARC Meeting, etc.
- February 6 – Deadline for the all survey
- February 15 – Final report release to the Public but we might find out on February 13.
- March 2 - Delegation for any school on the report (either North Stormont or Kemptville- not certain of the location).
- March 23 - Vote, the question is the Board are they voting for each school or the whole package? They will have a vote on how they will vote. The Director of Education has more power than the trustee. It's a confusing process

6. NEW BUSINESS

a) ROMA Conference in Toronto Jan 29 – 31, 2017

The ROMA Conference will take place in Toronto nest week, six Mayor from S.D & G will be meeting with the Ministry of Education. Jeff Manley prepared a SOS package including the PowerPoint from Maxville School, Report from DoyleTech etc. to present to the Minister, MPP McDonell will put forward a motion on Rural School Funding.

7. **CORRESPONDENCE**
8. **NOTICE OF MOTION**
9. **CLOSED SESSION BUSINESS**
10. **NEXT MEETING** – To be determine
11. **ADJOURN**

The meeting adjourned 6:10 pm

Recording Secretary – Lise Lavigne

Chair – Jeff Manley

11(c)

GLENGARRY SPORTS PALACE BOARD OF DIRECTOR MEETING

Tuesday January 10, 2017 – 7:00 pm

Meeting ID: 2017-01

PRESENT: **Chairman – Councillor at Large - Jacques Massie**
 Mayor of NG – Chris McDonell
 Councillor of NG – Mike Depratto
 Director of Community Services – Anne Leduc
 CAO/Clerk of SG – Bryan Brown
 Administrative Assistant – Chloe Crack
 Leadhand GSP – Richard Wylie
 CAO/Clerk of NG – Daniel Gagnon
 Appointee of SG – Charlie Sangster

ABSENT: **Vice Chairman – Mayor of SG - Ian McLeod**

GUESTS: None

1. CALL MEETING TO ORDER

Motion to call the meeting to order at 7:05 pm.

Resolution No.: 1 Moved by: Michel Depratto Seconded by: Chris McDonell

CARRIED

2. ADDITIONS, DELETIONS OR AMENDMENTS

Additions: 2017 Chair and Vice-Chair Elections

3. APPROVAL OF THE AGENDA

Be it resolved that the agenda be approved as amended.

Resolution No.: 2 Moved by: Michel Depratto Seconded by: Chris McDonell

CARRIED

4. ADOPTION OF PREVIOUS MINUTES

Be it resolved that the minutes of November 29, 2016 be accepted as presented.

Resolution No.: 3 Moved by: Chris McDonell Seconded by: Michel Depratto

CARRIED

5. DISCLOSURE OF PECUNIARY INTEREST

None were noted.

6. BUSINESS ARISING FROM THE MINUTES

Item h) Liquor License Renewal: The Liquor License was renewed. Anne Leduc is still working on the extending the license to the whole facility.

7. AGENDA ITEMS

a. 2017 Elections

Be it resolved that Charles Sangster be nominated as Chairman of the Board and Jacques Massie be nominated as Vice-Chairman of the Board. Both parties consent to the nomination.

Resolution No.: 4 **Moved by:** Chris McDonell **Seconded by:** Michel Depratto

CARRIED

a. GSP Canteen

The Director of Community Service met with Mr. Brunet and discussed the Canteen Contract. He is not willing to sign the contract and informed Anne Leduc that after April 2017, he will no longer be running the canteen. Anne Leduc will look into alternatives and bring her recommendations to the Board.

b. Little Nashville

The Director of Community Services informed the Board that Mr. Quesnel has agreed to move the date of the festival to June 7-12, 2017. The contract has been ready to sign since mid-December. The Board has requested that she do a follow-up with Mr. Quesnel. If the contract isn't signed in the next two weeks, the Board has requested that we move forward in taking new bookings for that date.

c. Molson Exclusivity

After multiple attempts without success to contact Labatt for a proposal, the Board requests that the Director of Community Services move ahead and finalize the provisions for the exclusivity with Molson for a term of up to 3 years.

Resolution No.: 5 **Moved by:** Jacques Massie **Seconded by:** Chris McDonell

CARRIED

d. Booking Software Update

Anne Leduc gave an update indicating that with the introduction of the new facility booking software there have been a few issues. She ensures the committee that the department is working through the issues and has scheduled training with the company in order to maximize the use of the software and better serve the community.

e. Rink Seal Update

Richard Wylie updated the Board on the Rink Seal Pro that was added in the fall of 2016. Since then, it has been that there seems to be a Brine loss of approximately 15-20 inches in the retention reservoir that is most likely attributable to air in the pipes. CIMCO contacted the supplier given that the product is

still covered under its one-year warrantee. The recommendation was to top of the brine back to normal levels. If there is further decrease, we are to contact CIMCO immediately to follow-up on next steps.

f. 2016 Budget Update.

The budget review was performed by Chloe Crack, who indicated that the Glengarry Sports Palace is trending on budget though the Board was advised that the numbers are subject to change as there are still a few outstanding invoicing such as hydro and miscellaneous expenses to be entered.

Resolution No.: 6 **Moved by:** Chris McDonell **Seconded by:** Michel Depratto

CARRIED

g. 2017 Draft Budget

The Draft 2017 Budgets for the Glengarry Sports Palace was presented by Anne Leduc which included an overview of the projected revenues, expenses, capital items and various projects and improvements for the facility. Following this review, the Dehumidifier (Cost of \$40,000) which is part of the proposed 2017 capital projects will be brought for pre-approval to the next Township of North Glengarry Council Meeting scheduled for January 24, 2017.

8. PENDING BUSINESS

The Board has requested that the Director of Community Service look into the status of the insurance claim from 2013.

9. NEXT MEETING

The next scheduled meeting will be on February 15, 2017 at 7:00 pm.

10. ADJOURNMENT

Be it resolved that the meeting be adjourned to the call of the Chair at 7:54 pm.

Resolution No.: 7 **Moved by:** Charlie Sangster **Seconded by:** Chris McDonell

CARRIED

Chairman of the Board

Date



Recreation Advisory Committee

Minutes

The meeting of the Recreation Committee of Tuesday, January 10, 2017 was called to order at 4 pm at the Sandfield Centre.

- PRESENT:** **Chairman & Councillor** – Michel Depratto
Councillor – Carma Williams
Councillor – Brian Caddell
CAO/Clerk – Daniel Gagnon
Member at large – France Brunet
Director of Community Services - Anne Leduc
Administrative Assistant – Chloe Crack
Recreation – Jeremy Dubeau
Recreation – Jerome Andre
- REGRETS:** **Member at Large** – Bob Linney
- GUESTS:** **Mayor** – Chris McDonell
Deputy Mayor – Jamie MacDonald
Councillor – Jeff Manley

1. CALL MEETING TO ORDER

Meeting was called to order at 4 pm.

2. ADDITIONS, DELETIONS OR AMENDMENT

None were noted.

3. ADOPTION OF THE AGENDA

That the agenda of the Recreation Committee meeting of January 10, 2017 be accepted as amended.

Moved by: France Brunet **Seconded by:** Brian Caddell **Carried**

4. DECLARATIONS OF CONFLICT OF INTEREST

No conflicts were noted.

5. ADOPTION OF PREVIOUS MINUTES

That the minutes from the Recreation Advisory Committee meeting on December 19, 2016 be accepted as amended. Item h) Fireworks – The fireworks are to be booked in Glen Robertson and Apple Hill for June 30, 2016.

Moved by: Carma Williams **Seconded by:** Brian Caddell **Carried**

6. BUSINESS ARISING FROM THE MINUTES

a) MRAC – Action items brought to Council

The transfers of funds were approved at the January 9, 2017 Council Meeting

7. AGENDA ITEMS

a) Dome

- i) On December 23, 2016, a 2 foot hole was found in the dome membrane. The company who installed the Dome came down on January 3rd to make the repair for a total cost of \$3,200.00. Since then a Kubota tractor has been rented to allow for timely snow removal by our staff. Kubota is willing to sell us the second hand tractor for approximately \$26,000.00. If the purchase is approved in the 2017 Capital Budget, Anne Leduc will look into being refunded for the rental expense.
- ii) Anne Leduc spoke with Mr. Burke from Tim Hortons and they have agreed to a flat non-illuminated sign above the door in which we will be providing the goose neck lighting. The sign at the road will be illuminated.

b) Maxville

- iii) Jerome Andre advised that the LED lighting was installed throughout the ice rink except for one as the scissor lift could not reach. Sproule will be in on January 11, 2017 with a cherry picker to complete the work.
- iv) Jerome Andre informed the committee that two out of the three wells are functional. The third well will be a reserve for back-up only. This is still a less than ideal situation and the ask for the installation of a glycol loop as part of the 2017 capital projects would result in better efficiencies.

c) Fireworks

Anne Leduc advises the committee that the contracts for the June 30th and July 1st festivities are confirmed with BEM for Alexandria, Apple Hill and Glen Robertson. Several calls have been placed with Mr. Martin who is part of the Maxville Recreation Committee to see if they would like to reserve BEM for their fireworks.

d) Book King Software Update

Anne Leduc gave an update indicating that with the introduction of the new facility booking software there have been a few issues. She ensures the committee that the department is working through the issues and has scheduled training with the company in order to maximize the use of the software and better serve the community.

e) 2016 Budget Update

The budget reviews for the Dome, Island Park and Maxville Sports Complexes were performed by Chloe Crack who indicated that all facilities are trending on budget. Chloe did advise that there are still a few outstanding invoicing such as hydro and miscellaneous expenses to be entered so the final numbers will vary slightly

f) Draft Budget 2017

The Draft 2017 Budgets for the Dome, Island Park and Maxville Sports Complex were presented by Anne Leduc which included an overview of the projected revenues, expenses, capital items and various projects and improvements for each facility. Following this review, certain capital projects that are part of the Draft 2017 Budgets will be brought to the next Township of North Glengarry Council Meeting scheduled for January 24, 2017. These include:

- Dome – Tractor for snow removal - \$26000.00
- Dome – Pavement around south facing portion of the Dome - \$25000.00
- Island Park – Main Walkway - \$65000.00
- Island Park – New Stands for the Soccer Fields - \$5000.00
- Island Park – Goals for Soccer Field (large fields) - \$10000.00
- Island Park – Goals for Soccer Field (micro fields) - \$6600.00
- Island Park – Basketball Court - \$\$ - Anne will look into the numbers and forward a proposal to Council.
- Maxville Sports Complex – Condenser with Glycol Loop - \$90000.00

8. CORESSPONDANCE

9. NEXT MEETING

The next meeting will be held on February 14, 2017 at the Sandfield Centre at 4pm.

10. ADJOURNMENT

The meeting was adjourned at 5:15 pm

Moved by: Carma Williams **Seconded by:** Brian Caddell **Carried**

Section 12

NEW BUSINESS

Section 13

NOTICE OF MOTION

Section 14

QUESTION PERIOD

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

Section 15

CLOSED SESSION

BUSINESS

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: February 21, 2017

MOVED BY: _____

SECONDED BY: _____

Proceed "In Camera" Session,

That the Council of the Township of North Glengarry proceeds in Camera under Section 239 (2) of the *Ontario Municipal Act* at _____ p.m., in order to address,

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

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 15 Item a

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: February 21, 2017

MOVED BY: _____

SECONDED BY: _____

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

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 15 Item c

Section 16

CONFIRMING BY-LAW

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: February 21, 2017

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry receive By-law 10-2017; and

That Council adopt by-law 10-2017 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 10-2017 be read a first, second, third time and enacted in Open Council this 13th day of February, 2017.

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

16(a)

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 10-2017
FOR THE YEAR 2017**

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 February 21, 2017 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 21st day of February 2017.

Daniel Gagnon - CAO/Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 10-2017, duly adopted by the Council of the Township of North Glengarry on the 21st day of February 2017.

Date Certified

Clerk/Deputy Clerk

Section 17

ADJOURN

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: February 21, 2017

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 17