

# THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

## Regular Meeting of Council

**Monday March 19, 2018 at 7:00 p.m. – Council Chambers  
102 Derby Street West, Alexandria, Ontario K0C 1A0**

## Draft Agenda

### THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

1. ACCEPT THE AGENDA (Additions/Deletions) ® (Carma)
2. DECLARATIONS OF CONFLICTS OF INTEREST
3. ADOPTION OF PREVIOUS MINUTES ® (Jamie)
  - a) Regular Meeting of Council – March 5, 2018
4. DELEGATION(S)
5. COMMITTEE RECOMMENDATIONS
6. CAO/CLERK'S DEPARTMENT – Steven Potter - Interim CAO/Clerk
7. COMMUNITY SERVICES DEPARTMENT –  
Anne Leduc, Director of Recreation/Community Services
8. TREASURY DEPARTMENT – Sarah Huskinson – Treasurer
  - a) 2017 Statement of Remuneration and Expenses ® (Jacques)
  - b) FCM Grant Opportunity ® (Brian)
9. PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT -  
Jacob Rhéaume – Director of Building, By-law & Planning Services / CBO
  - a) By-law 13-2018 - Site Plan – Ron Theoret ® (Jeff)
  - b) By-law 14-2018 - Site Plan – Grant Castle Corporation ® (Michel)
10. FIRE DEPARTMENT – Patrick Gauthier, North Glengarry Fire Chief
  - a) Fire Services Utility Vehicle ® (Jamie)
11. PUBLIC WORKS DEPARTMENT – Ryan Morton, Director of Public Works

## 12. CORRESPONDENCE

- a) Recreation Advisory Committee Minutes – January 9, 2018
- b) Glengarry Sports Palace Board of Director Minutes – January 9, 2018
- c) Arts, Culture and Heritage Advisory Committee Minutes – January 17, 2018
- d) Arts, Culture and Heritage Advisory Committee Minutes – January 24, 2018
- e) CIP Approvals Committee Minutes – January 29, 2018
- f) Planning Committee Minutes – December 11, 2017

## 13. NEW BUSINESS

## 14. NOTICE OF MOTION

Next Regular Public Meeting of Council

Monday April 9, 2018 at 7:00 p.m. at the Centre Sandfield Centre, 102 Derby Street West, Alexandria, Ontario.

Note: Meeting are subject to change or cancellation.

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

## 16. CLOSED SESSION BUSINESS

A meeting or part of a meeting may be closed to the public of the subject matter being considered is,

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

And adopt the minutes of the Municipal Council Closed Session meeting of March 5, 2018.

## 17. CONFIRMING BY-LAW

- a) By-law 15-2018 ® (Carma)

## 18. ADJOURN ® (Jacques)

# **Section 1**

**ACCEPT THE AGENDA**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** March 19, 2018

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

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

That the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday March 19, 2018.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

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**Councillor:** Jacques Massie

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**Councillor:** Brian Caddell

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**Councillor:** Jeff Manley

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**Councillor:** Michel Depratto

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**Councillor:** Carma Williams

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**Mayor:** Chris McDonell

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**Section 1**



## **Section 2**

# **DECLARATIONS OF CONFLICTS OF INTEREST**

## **Section 3**

# **ADOPTION OF PREVIOUS MINUTES**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** March 19, 2018

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

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

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

Regular Meeting of Council – March 5, 2018

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

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**Councillor:** Jacques Massie

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**Councillor:** Brian Caddell

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**Councillor:** Jeff Manley

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**Councillor:** Michel Depratto

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**Councillor:** Carma Williams

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**Mayor:** Chris McDonell

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**Section 3**



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

**REGULAR MEETING OF COUNCIL**

**Monday March 5, 2018 at 7:00 p.m. – Council Chambers  
102 Derby Street West, Alexandria, On K0C 1A0**

A Regular meeting of the Municipal Council was held on March 5, 2018 at 7:00 p.m., with Mayor Chris McDonell presiding.

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

**ALSO PRESENT:** Interim CAO/Clerk – Steven Potter  
Treasurer – Sarah Huskinson  
Director Community Services – Anne Leduc  
Deputy Clerk – Lise Lavigne

**REGRETS:** Councillor (Alexandria Ward) – Michel Depratto

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

**Resolution No. 1**

**Moved by:** Carma Williams **Seconded by:** Jamie MacDonald

That the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday March 5, 2018 as amended.

**Carried**

**Addition to the Agenda**

- 13 a) OPP Delegation
- 16 Staffing Matter 239 (2)(d)

- 3. ADOPTION OF PREVIOUS MINUTES

**Resolution No. 2**

**Moved by:** Jamie MacDonald **Seconded by:** Carma Williams

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

- Special Meeting of Council – February 20, 2018
- Regular Meeting of Council – February 20, 2018
- Special Meeting of Council – February 21, 2018
- Public Meeting of Council – March 1, 2018
- Special Meeting of Council – March 1, 2018

**Carried**

- 4. DELEGATION(S)

5. COMMITTEE RECOMMENDATIONS

6. CAO/CLERK'S DEPARTMENT –Steven Potter, Interim CAO/Clerk

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

a) Authorization to sole source T300 Scrubber

**Resolution No. 3**

**Moved by:** Brian Caddell

**Seconded by:** Jeff Manley

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

WHEREAS the Township of North Glengarry's Procurement Policy includes provisions for sole sourcing the acquisition of goods and services in circumstances Council deems to be in the best interests of the Township under the Purchasing Protocol Section 3 c); and.

THAT the Council for the Township of North Glengarry authorizes the purchase of a self-propelled T300 Walk-behind Scrubber at an upset cost of \$9,993.50 plus HST as outlined in the Maxville & District Sports Complex 2018 Capital Budget established for that purpose; and

THAT the Director of Community Services be authorized to execute any documents to implement this direction.

**Carried**

**Action – AL/SH**

b) Mill St. Closure, Alexandria & District Chamber of Commerce Community BBQ

**Resolution No. 4**

**Moved by:** Jeff Manley

**Seconded by:** Brian Caddell

THAT the Council of the Township of North Glengarry receives the Staff Report No. CS-2018-08; and

THAT the Council of the Township of North Glengarry authorizes the closure of Mill Square Street in Alexandria from 4 pm to 9 pm on June 8<sup>th</sup>, 2018 for the Alexandria and District Chamber of Commerce Community BBQ event.

**Carried**

**Action AL/RM**

8. TREASURY DEPARTMENT – Sarah Huskinson, Treasurer

a) By-law 10-2018 – Glengarry Sports Palace Line of Credit

**Resolution No. 5**

**Moved by:** Jamie MacDonald

**Seconded by:** Carma Williams

THAT the Council of the Township of North Glengarry receive By-Law 10-2018; and

THAT Council adopt by-law 10-2018 being a by-law to authorize the Mayor and the CAO/Clerk to enter into an agreement with the Glengarry Sports Palace and the Township of North Glengarry for an interest free line of credit and that by-law 10-2018 be read a first, second, third time and enacted in Open Council this 5<sup>th</sup> of March, 2018.

**Carried**

**Action – SH/SP**



9. **PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT -**  
Jacob Rhéaume – Director of the Building/By-law & Planning Services
10. **FIRE DEPARTMENT –** Patrick Gauthier, North Glengarry Fire Chief
11. **PUBLIC WORKS DEPARTMENT –** Ryan Morton, Director of Public Works
12. **CORRESPONDENCE**
13. **NEW BUSINESS**

**a) OPP Delegation**

Jeff Manley asked if the OPP could come back monthly or quarterly to give their OPP reports to Council. Mr. Mayor and the Interim CAO/Clerk will look into it.

14. **NOTICE OF MOTION -** Next Meeting of Council, March 19<sup>th</sup>, 2018.
15. **QUESTION PERIOD**
16. **CLOSED SESSION BUSINESS**

**Resolution No 6**

**Moved by:** Jacques Massie

**Seconded by:** Jeff Manley

**Proceed "In Closed Session",**

That the Council of the Township of North Glengarry proceeds in Closed session under Section 239 (2) of the *Ontario Municipal Act* at 7:27 p.m., in order to address,

**Interim CAO/Clerk Performance Review** (as this matter deal with personal matters about an identifiable individual, including municipal or local board employees they may be discussed in closed session under sections 239 (2)(b) of the *Ontario Municipal Act*);

**Staffing Matter** (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*);

**HR Matter** (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 Closed session meeting of February 5, 2018, February 13, 2018, February 20, 2018, February 21, 2018 and March 1, 2018

**Carried**

**Resolution No. 7**

**Moved by:** Jeff Manley

**Seconded by:** Jacques Massie

That we return to the Regular Meeting of Council at 8:45 p.m.

17. **CONFIRMING BY-LAW**

**a) By-law 11-2018**

**Resolution No. 8**

**Moved by:** Carma Williams

**Seconded by:** Jamie MacDonald

That the Council of the Township of North Glengarry receive By-law 11-2018; and



That Council adopt by-law 11-2018 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 11-2018 be read a first, second, third time and enacted in Open Council this 5<sup>th</sup> day of March, 2018.

**Carried**

**18. ADJOURNMENT**

**Resolution No. 9**

**Moved by:** Jacques Massie

**Seconded by:** Jeff Manley

There being no further business to discuss, the meeting was adjourned at 8:47 p m.

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**CAO/Clerk/ Deputy Clerk**

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**Mayor / Deputy Mayor**

## **Section 4**

# **DELEGATION**



# **Section 5**

## **COMMITTEE**

### **RECOMMENDATIONS**

**Section 6**

**CAO/CLERK'S  
DEPARTMENT**

**Steven Potter**



**Section 7**

**COMMUNITY SERVICES**

**DEPARTMENT**

**Anne Leduc**

**Section 8**

**TREASURY DEPARTMENT**

**Sarah Huskinson**



**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** March 19, 2018

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

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

THAT the 2017 Statement of Remuneration and Expenses Report be received for information.

**Carried**

**Defeated**

**Deferred**

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**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**

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**Section 8 Item a**

## STAFF REPORT TO COUNCIL

Report No: TR-2018-02

March 5, 2018

From: Sarah Huskinson – Treasurer/ Director of Finance

RE: 2017 Statement of Remuneration and Expenses

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### Recommended Motion:

THAT the 2017 Statement of Remuneration and Expenses Report be received for information.

### Background / Analysis:

The Municipal Act, Section 248 (1) requires that the Treasurer of every municipality submit a Statement of Remuneration and Expenses for the preceding year paid to the Members of Council and Appointees to Local Boards with respect to his or her services as a member of Council or Board.

### Alternatives:

N/A

### Financial Implications:


Annual remuneration and expenses for Members of Council and Appointees to Local Boards are included in the annual budget process and are paid in accordance with accounting principles and municipal policies.

### Attachments & Relevant Legislation:

2017 Statement of Remuneration and Expenses

Municipal Act, Section 248 (1)

### Others Consulted:



Reviewed by  
Steven Potter – CAO/Clerk



Sarah Huskinson – Director of Finance

**Township of North Glengarry  
2017 Statement of Remuneration and Expenses**

<b>Member of Council</b>	<b>Remuneration</b>	<b>Corporate Expenses</b>	<b>Conference Registration</b>	<b>Conference Expenses</b>	<b>Total Amount Paid</b>
Chris McDonell	\$ 28,543.56	\$ 2,110.01	\$ 1,136.72	\$ 194.44	\$ 31,984.73
Jamie MacDonald	18,267.84	3,024.04	1,629.58	201.25	23,122.71
Jacques Massie	15,984.60	1,100.97	585.12	-	17,670.69
Carma Williams	14,842.80	2,202.34	1,144.80	2,468.04	20,657.98
Jeff Manley	14,842.80	2,416.63	1,144.80	2,392.14	20,796.37
Brian Caddell	14,842.80	759.36	1,144.80	2,760.24	19,507.20
Mike Depratto	14,842.80	547.32	1,282.18	432.26	17,104.56
	<u>\$ 122,167.20</u>	<u>\$ 12,160.67</u>	<u>\$ 8,068.00</u>	<u>\$ 8,448.37</u>	<u>\$ 150,844.24</u>

<b>Committee Members</b>	<b>Meeting Attendance</b>
Nicole Geoffrion	\$ 120.00
Dane Lanken	600.00
Nicole Nadeau	540.00
Karen Davison Wood	1,020.00
Natalie -Anne Bussiere	600.00
Deirdre Hill	660.00
Michael Madden	600.00
	<u>\$ 4,140.00</u>

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** March 19, 2018

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

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

THAT Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities Municipal Asset Management Program for the Facilities Assessment and Asset Management Software Project.

Be it therefore resolved that the Township of North Glengarry commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities Municipal Asset Management Program to advance our asset management program: complete a detailed facilities assessment through the assistance of a consultant; and, evaluate, purchase and implement an asset management software program and capital asset planning tool.

Be it further resolved that the Township of North Glengarry commits \$60,000 from its budget, funded through a transfer from the general reserve fund, toward the costs of this initiative.

**Carried**

**Defeated**

**Deferred**

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**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**

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**Section 8 Item b**

## STAFF REPORT TO COUNCIL

Report No: TR-2018-03

March 14, 2018

From: Sarah Huskinson – Treasurer/ Director of Finance

RE: FCM Grant Opportunity

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### Recommended Motion:

THAT Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities Municipal Asset Management Program for the Facilities Assessment and Asset Management Software Project.

Be it therefore resolved that the Township of North Glengarry commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities Municipal Asset Management Program to advance our asset management program: complete a detailed facilities assessment through the assistance of a consultant; and, evaluate, purchase and implement an asset management software program and capital asset planning tool.

Be it further resolved that the Township of North Glengarry commits \$60,000 from its budget, funded through a transfer from the general reserve fund, toward the costs of this initiative.

### Background / Analysis:

In 2017, The Federation of Canadian Municipalities announced a Municipal Asset Management Program (MAMP) which offers grant funding to support Canadian municipalities and communities in making informed infrastructure investment decisions based on stronger asset management practices.

The Township is required through the Ontario Regulation 588/17 to have a finalized initial strategic asset management policy by July 2019. By July 2021, all municipal governments are required to have an adopted asset management plan for all core assets, and then by 2023, have a comprehensive asset management plan for all assets of the municipality. Although these timelines seem to be in the distant future, extensive work is necessary prior to these documents being completed.

Staff have reviewed the current asset management plan, as well as the asset register data. A gap in data has been identified for the Township facilities for information such as physical attributes, condition assessments, and replacement values. Staff do not

currently have the expertise, nor the time, to conduct facility assessments, and therefore a consultant would be hired for this work.

The asset registry data for the Township is currently held in spreadsheets which are primarily used to calculate amortization and record purchases and dispositions of assets. To properly manage the Township assets and allow for lifecycle planning, risk analysis, and long term capital planning, a software system will be required to be purchased. The software system will be a central database for all asset information to be used by not only finance, but other functional areas of the Township for planning purposes.

**Alternatives:**

Option 1: Approve the application for the FCM grant

Option 2: Do not approve the application for the FCM grant.

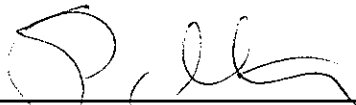
**Financial Implications:**

The MAMP grant will fund 80% up to a maximum of \$50,000. If the grant is approved with the budgeted amount of \$60,000 and funded at the maximum percentage, only \$12,000 will be required to be transferred from the general fund.

**Attachments & Relevant Legislation:**

O. Reg 588/2017

**Others Consulted:**



Reviewed by  
Steven Potter – CAO/Clerk



Sarah Huskinson – Director of Finance



## **Section 9**

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

**Jacob Rhéaume**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** March 19, 2018

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

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

That Council authorizes the CAO/Clerk and Mayor to enter into a site plan agreement with Ron Theoret; and

That Council adopt by-law 13-2018 and that the by-law be read a first, second, third time and enacted in Open Council this 19<sup>th</sup> day of March, 2018.

**Carried**

**Defeated**

**Deferred**

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**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**

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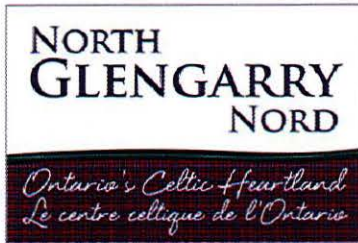
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**Section 9 Item a**



9(a)

## STAFF REPORT TO COUNCIL

Report No: BP-2018-02

March 19, 2018

**From:** Gerry Murphy – Advisor to the Director of Building/By Law & Planning Services

**RE:** SITE PLAN DEVELOPMENT AGREEMENT – RON THEORET  
LOCATION – 43 BISHOP STREET NORTH ALEXANDRIA

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**Recommended Motion:** That Council authorizes the CAO/clerk and Mayor to enter into a site plan agreement with Ron Theoret and That Council adopt by-law 13-2018 and that the by-law be read a first, second, third time and enacted in Open Council this 19<sup>th</sup> day of March, 2018.

**Background / Analysis:** The planning department has been in discussions with Ron Théorêt for the past few months regarding his proposal to erect two 8 unit apartment buildings on the corner of Bishop and Kenyon street Alexandria. The process involved examination of three difference aspects of the development: the actual building and its compliance with the Ontario Building Code; the Planning process where the proposal is reviewed under the provisions of the applicable planning documents, i.e. the Zoning by law and Official Plan; and finally the engineering aspects where the proposal is scrutinized to ensure it is appropriate for the existing infrastructure, water and sewage, roadway etc.

Over the last few months there has been considerable back and forth between the developer and the Municipality in an attempt to have this proposed development presented in a format that is acceptable to staff and presentable to Council and the public. Any development of this size and magnitude must be presented to Council for consideration by way of a site plan agreement where Council can review the proposal and feel confident that the development will meet the various engineering, planning and building code requirements as well as to ensure sufficient financial securities will be held in trust with the Municipality pending the satisfactory completion of the project. To this end a site plan control agreement is presented to Council and the planning committee this evening. This is a standard agreement where the developer and the Council enter into a legal agreement by way of adopting a site plan control agreement by law. The development proposal is now considered to be complete and in compliance with the Ontario Building Code, the Municipal Zoning by law and engineering considerations including storm water management, lot grading and Municipal infrastructure capacity.



The 16 unit development will consist of two, eight unit apartment blocks with a central parking area accessing Kenyon Street. The building construction plan main view is included in this report as well as the layout of the site for Council and the Planning Committee's consideration.

Should the Planning Committee resolve to forward the Site Plan Agreement to Council for ratification, and should Council adopt the site plan agreement by law, the building permit will be issued pending the submission of the financial securities as stipulate in the agreement.

**Alternatives:** Option #1 That Council approves the recommended motion.

**OR**

Option #2 That Council not approve the recommended motion.

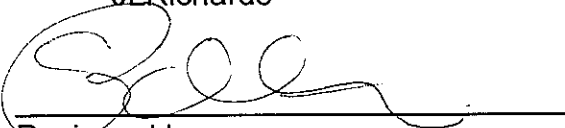
**Financial Implications:** Nil. Peer review costs are fully recovered through SPDA and charged to the applicant (Costs unknown at this time).

**Attachments & Relevant Legislation:**

By-Law 13-2018

**Others consulted:**

- United Counties of SD & G
- JLRichards



Reviewed by  
Steven Potter – CAO/Clerk

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

**BY-LAW NO. 13-2018**

**BEING** a by-law to authorize the execution of a Site Plan Control Agreement with Ronald Theoret

**WHEREAS** the Council of the Corporation of the Township of North Glengarry is desirous of entering into a Site Plan Control Agreement with Ronald Theoret.

**AND WHEREAS** Section 41 of the Planning Act, R.S.O. 1990 c.P.13, as amended, enables the Municipality to establish a Site Plan Control Area;

**NOW THEREFORE** the Council of the Corporation of the Township of North Glengarry hereby enacts the following as a by-law:

1. The Mayor and CAO/Clerk are hereby authorized to execute, under the Corporation Seal, a Site Plan Agreement with Ronald Theoret, owner of the lands described as Concession 2, Part Lot 37, Town of Alexandria, now in the Township of North Glengarry, County of S, D & G hereto attached (Schedule "A") and forming part of this by-law.

**READ** a first, second, third time and enacted in Open Council, this 19<sup>th</sup> day of March, 2018.

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**CAO / Clerk**

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**Mayor/ Deputy Mayor**

I hereby certify this to be a true copy of By-law No. 13-2018, and that such by-law is in full force and effect.

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

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

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** March 19, 2018

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

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

That Council authorizes the CAO/Clerk and Mayor to enter into a site plan agreement with Grant Castle Corporation; and

That Council adopt by-law 14-2018 and that the by-law be read a first, second, third time and enacted in Open Council this 19<sup>th</sup> day of March, 2018.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

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**Councillor:** Jacques Massie

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**Councillor:** Brian Caddell

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**Councillor:** Jeff Manley

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**Councillor:** Michel Depratto

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**Councillor:** Carma Williams

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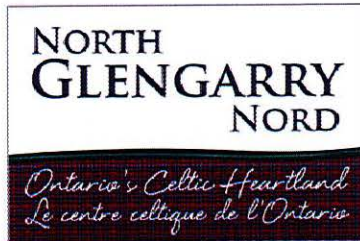
**Mayor:** Chris McDonell

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**Section 9 Item b**





9(b)

## STAFF REPORT TO COUNCIL

Report No: BP-2018-03

March 19, 2018

**From:** Gerry Murphy – Advisor to the Director of Building/By Law & Planning Services

**RE:** SITE PLAN DEVELOPMENT AGREEMENT–GRANT CASTLE CORPORATION  
LOCATION – MECHANIC STREET WEST MAXVILLE

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**Recommended Motion:** That Council authorizes the CAO/clerk and Mayor to enter into a site plan agreement with Grant Castle Corporation and That Council adopt by-law 14-2018 and that the by-law be read a first, second, third time and enacted in Open Council this 19<sup>th</sup> day of March, 2018.

**Background / Analysis:** This office has received an application from Grant Castle Inc. of Maxville for the construction and development of a new Home Hardware retail outlet on Main Street Maxville. The outlet will be located on the west side of Main Street adjacent to the existing Bank. The 11,000+ square foot building will face Main Street with the main entrance being off of Mechanic Street West. The facade will be brick with typical brand signs erected on the exterior as well as a standing pylon sign adjacent to Mechanic Street entrance.

The site plan control process involved examination of three different aspects of the development, the actual building and its compliance with the Ontario Building Code, the Planning process where the proposal is reviewed under the provisions of the applicable planning documents ie the Zoning By-Law and Official Plan and finally the engineering aspects where the proposal is scrutinized to ensure it is appropriate for the existing infrastructure, water and sewage, roadway etc.

The project has been subject to a peer review where the Counties, Municipal staff, and a third party engineering firm were asked to submit comments re the various aspects of the development. Most of the comments have been addressed by the developer and a final version is now ready for Council consideration.

Any development of this size and magnitude must be presented to Council for consideration by way of a site plan agreement where Council can review the proposal and feel confident that the development will meet the various engineering, planning and building code requirements as well as to ensure sufficient financial securities will be held in trust with the Municipality pending the satisfactory completion of the project. To this end a site plan control agreement is presented to Council and the planning

committee this evening. This is a standard agreement where the developer and the Council enter into a legal agreement by way of adopting a site plan control agreement by law. The development proposal is now considered to be complete and in compliance with the Ontario Building Code the Municipal Zoning By-Law and engineering considerations including storm water management, lot grading and Municipal infrastructure capacity.

Should the Planning Committee resolve to forward the Site plan agreement to Council for ratification, and should Council adopt the site plan agreement by law, the building permit will be issued pending the submission of the financial securities as stipulated in the agreement.

**Alternatives:** Option #1 That Council approves the recommended motion.

**OR**

Option #2 That Council not approve the recommended motion.

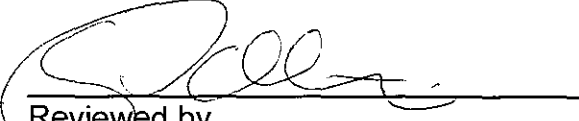
**Financial Implications:** Nil. Peer review costs are fully recovered through SPDA and charged to the applicant (Costs unknown at this time).

**Attachments & Relevant Legislation:**

By-Law 14-2018

**Others consulted:**

- United Counties of SD & G
- JLRichards



Reviewed by  
Steven Potter – CAO/Clerk

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

**BY-LAW NO. 14-2018**

**BEING** a by-law to authorize the execution of a Site Plan Control Agreement with Grant Castle Corporation.

**WHEREAS** the Council of the Corporation of the Township of North Glengarry is desirous of entering into a Site Plan Control Agreement with Grant Castle Corporation.

**AND WHEREAS** Section 41 of the Planning Act, R.S.O. 1990 c.P.13, as amended, enables the Municipality to establish a Site Plan Control Area;

**NOW THEREFORE** the Council of the Corporation of the Township of North Glengarry hereby enacts the following as a by-law:

1. The Mayor and CAO/Clerk are hereby authorized to execute, under the Corporation Seal, a Site Plan Agreement with Grant Castle Corporation, owner/developer of the lands described as Plan 32 Part Mill Lot Registered Plan 14R4968 Parts 1 and 3, Town of Maxville, now in the Township of North Glengarry, County of S, D & G hereto attached (Schedule "A") and forming part of this by-law.

**READ** a first, second, third time and enacted in Open Council, this 19<sup>th</sup> day of March, 2018.

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

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

I hereby certify this to be a true copy of By-law No. 14-2018, and that such by-law is in full force and effect.

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

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



# **Section 10**

## **FIRE DEPARTMENT**

**Patrick Gauthier**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** March 19, 2018

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

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

That the Council of the Township of North Glengarry receive Staff report "Station 1 Vehicle";  
and

That Council approve the purchase of a used pick-up truck for the Station 1 to be funded from the  
sale of equipment to an upset limit of \$12,000.

**Carried**

**Defeated**

**Deferred**

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**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**

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**Section 10 Item a**

## STAFF REPORT TO COUNCIL

March 19th, 2018

From: Fire Chief Pat Gauthier

RE: Fire Services Utility Vehicle

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### **Recommended Motion:**

That Council approve the purchase of a used utility vehicle for Fire Services to be funded from the sale of equipment to an upset limit of \$12,000.

### **Background / Analysis:**

A need for an additional vehicle has been identified for use by the Fire Department. The additional vehicle will be shared between the Deputy Fire Chief and the Senior Fire Prevention Officer to safely carry out their duties. Currently, the Deputy Chief responds to structure fires, life threatening motor vehicle collisions and any major emergency in our coverage area using his personal vehicle. The Senior Fire Prevention Officer also uses his personal vehicle while conducting inspections and general fire department work. Regular duties carried out by employees of the Township should be performed with the use of a municipally owned vehicle to reduce risk for both the employee and the Township.

The purchased vehicle would be available to all firefighters the remainder of the time as a utility vehicle to carry out station functions such as equipment delivery, shuttling personnel to and from emergency scenes or training sessions at other stations.

Two trucks (a pumper and tanker) were recently sold for a net price of \$12,000. Staff are recommending this money be used to purchase a used utility vehicle fully equipped with fire rescue lights.

### **Alternatives:**

Option 1 That Council approve the purchase of a used utility vehicle for Fire Services to be funded from the sale of equipment to an upset limit of \$12,000.

Option 2 That Council not approve the purchase of a utility vehicle.


### **Financial Implications:**

The total cost of the utility vehicle would be offset by the recent sale of the equipment of \$12,000.

**Others consulted:**

CAO Steven Potter  
Treasurer Sarah Huskinson

**Attachments:**

A handwritten signature in black ink, appearing to read 'S. Potter', written over a horizontal line.

Reviewed by Steven Potter – Interim CAO/Clerk



**Section 11**

**PUBLIC WORKS**

**DEPARTMENT**

**Ryan Morton**



## **Section 12**

# **CORRESPONDENCE**



## Recreation Advisory Committee

### Minutes

The meeting of the Recreation Committee of Tuesday January 9, 2018 was held at the Glengarry Sports Palace Community Hall.

**PRESENT:** **Chairman & Deputy Mayor** – Jamie MacDonald  
**Councillor** – Brian Caddell  
**Councillor** – Carma Williams  
**Member at Large** – Bob Linney  
**Member at large** – France Brunet  
**Interim CAO/Clerk** – Steven Potter  
**Director of Community Services** - Anne Leduc  
**Community Services Assistant** – Chloe Crack

**GUESTS:** **Councillor** – Michel Depratto  
**Councillor** – Jeff Manley  
**Working Foreman** – Jeremy Dubeau  
**Lead Hand Maxville Sports Complex** – Jerome Andre

#### 1. CALL MEETING TO ORDER

Motion to call the meeting to order at 4:01 pm.

**Resolution No.:** 1      **Moved by:** Brian Caddell      **Seconded by:** France Brunet  
**CARRIED**

#### 2. ADDITIONS, DELETIONS OR AMENDMENT

None.

#### 3. ADOPTION OF THE AGENDA

That the agenda of the Recreation Committee meeting of January 9, 2018 be accepted as circulated.

**Resolution No.:** 2      **Moved by:** Brian Caddell      **Seconded by:** France Brunet  
**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, 2017 be accepted as presented.

**Resolution No.:** 3

**Moved by:** Brian Caddell

**Seconded by:** France Brunet

**CARRIED**

**6. BUSINESS ARISING FROM THE MINUTES**

None.

**7. AGENDA ITEMS**

**a) Budget Update - Dome**

The budget review was performed by Chloe Crack, who indicated that the Dome finished at an approximate 129% of its Budgeted Revenues. There is still the \$5,000.00 Naming Rights revenue to come in and some minor journal entries to allocate 2017 revenue that was deposited in 2018. The Dome also finished at an approximate 94% of its Budgeted Expenses.

**b) Budget Update – Island Park**

The budget review was performed by Chloe Crack, who indicated that Island Park finished at an approximate 122% of its Budgeted Revenues pending the receipt of some sports field revenue. Island Park also finished at an approximate 103% of its Budgeted Expenses.

**c) Budget Update – Maxville & District Sports Complex**

The budget review was performed by Chloe Crack, who indicated that the Maxville & District Sports Complex finished at an approximate 102% of its Budgeted Revenues pending the adjustments to allocate 2017 revenues that were deposited in 2018. The Maxville Sports Complex also finished at an approximate 90% of its Budgeted Expenses. The contracted services account is over budget due to the unbudgeted well repairs and invoices paid to Cimco.

**d) Budget Update – Glengarry Sports Palace**

The budget review was performed by Chloe Crack, who indicated that the Glengarry Sports Palace finished at an approximate 92% of their Budgeted Revenues given the fact that they are missing South Glengarry's annual contribution. The Glengarry Sports Palace finished at an approximate 102% of the Budgeted Expenses.

Be it resolved that the Budget Updates for the Dome, Island Park, Maxville & District Sports Complex and Glengarry Sports Palace be approved as circulated.

**Resolution No.:** 4

**Moved by:** Brian Caddell

**Seconded by:** France Brunet

**CARRIED**

**e) Action Report – Minor Hockey Rates**

Staff met with NGS and AMHA. During both meetings, staff was advised that the adjustment by 13% for HST to the ice prices has impacted the organizations. NGS wants the cost to return to the 2016 pricing but AMHA has suggested increasing the cost by half. The committee has agreed to differ this issue to the next RAC meeting.

**f) Key Information Report – Recreation Activities Update**

The Director of Community Services presented the Key Information Report touching on the Clan Donald Kilt Skate, the Dome Summer Hours, the addition of the Green Food Box in Maxville, Family Day and the Ice Pond at Island Park.

**g) Key Information Report – Glengarry Sports Palace**

The Director of Community Services presented the Key Information Report touching on the Canteen, 2018 Budget Exercise, the increase to the Library Rent and the Compressor.

**h) MRAC Verbal Update**

Mr. Bob Linney informed the members of the committee that the Chairman of Glen Robertson confirmed that they have the funding for the outdoor rink and that the rink will be operational for the 2018-2019 season. Mr. Linney also mentioned that the sleigh rides in Dunvegan on Mr. James Joyce's property will take place on February 3, 2018.

**8. PENDING BUSINESS**

None.

**9. CORRESPONDANCE**

None.

**10. CLOSED SESSION BUSINESS**

None.

**11. NEXT MEETING**

The next meeting will be held on February 13, 2018 at the Sandfield Centre at 4pm.

**12. ADJOURNMENT**

The meeting was adjourned at 5:00 pm

**Resolution No.: 5**

**Moved by:** Carma Williams

**Seconded by:** Bob Linney

**CARRIED**

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Chairman of the Committee

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Date



12(b)

**GLENGARRY SPORTS PALACE BOARD OF DIRECTOR MEETING**

**Tuesday, January 9, 2018 – 7:00 pm**

**PRESENT:**      **Chairman - Appointee of SG** – Charlie Sangster  
**Vice Chairman - Councillor at Large** - Jacques Massie  
**Mayor of NG** – Chris McDonell  
**Mayor of SG** - Ian McLeod  
**Councillor of NG** – Mike Depratto  
**Director of Community Services** – Anne Leduc  
**Community Services Assistant** – Chloe Crack

**GUESTS:**      **Interim CAO/Clerk of NG** – Steven Potter  
**CAO of SG** – Bryan Brown  
**Leadhand GSP** – Richard Wylie

**1.      CALL MEETING TO ORDER**

Motion to call the meeting to order at 7:12 pm.

**Resolution No.: 1      Moved by:** Michel Depratto      **Seconded by:** Jacques Massie

**CARRIED**

**2.      ADDITIONS, DELETIONS OR AMENDMENTS**

7 g) – Collective Agreement

**3.      APPROVAL OF THE AGENDA**

Be it resolved that the agenda be approved as amended.

**Resolution No.: 2      Moved by:** Michel Depratto      **Seconded by:** Jacques Massie

**CARRIED**

**4.      DISCLOSURE OF PECUNIARY INTEREST**

None were noted.

**5.      ADOPTION OF PREVIOUS MINUTES**

Be it resolved that the minutes from December 19, 2017 be accepted as presented.

**Resolution No.: 3      Moved by:** Michel Depratto      **Seconded by:** Jacques Massie

**CARRIED**

**6.      BUSINESS ARISING FROM THE MINUTES**

None.

## **7. AGENDA ITEMS**

### **a. Budget Update – Glengarry Sports Palace**

The budget review was performed by Chloe Crack, who indicated that the Glengarry Sports Palace finished at an approximate 92% of their Budgeted Revenues given the fact that they are missing South Glengarry's annual contribution. The Glengarry Sports Palace finished at an approximate 102% of the Budgeted Expenses.

### **b. Statement of Transactions**

The Statements of Transactions were presented.

Be it resolved that the Draft Budget and Statements of Transactions be approved as circulated.

**Resolution No.: 4      Moved by: Michel Depratto      Seconded by: Ian McLeod**

**CARRIED**

### **c. Action Report – Pre-Approved Glengarry Sports Palace Budget Capital Expenditures for 2018**

Be it resolved that the Glengarry Sports Palace Board receives the Staff Report on the Pre-approved Glengarry Sports Palace Budget Capital Expenditures for 2018 and; THAT the Glengarry Sports Palace Board approves the sole sourcing of this expenditure (being the compressor) and that it be included in the Glengarry Sports Palace 2018 Capital Budget.

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

**CARRIED**

### **d. Action Report – Minor Hockey Rates**

Staff met with NGS and AMHA. During both meetings, staff was advised that the adjustment by 13% for HST to the ice prices has impacted the organizations. NGS wants the cost to return to the 2016 pricing but AMHA has suggested increasing the cost by half.

Be it resolved that the Glengarry Sports Palace Board receive the Staff Report on the Minor Hockey Rates; and THAT the Glengarry Sports Palace Board recommends retaining the existing 2017/2018 Minor Hockey Rate structure.

**Resolution No.: 6      Moved by: Jacques Massie      Seconded by: Chris McDonell**

**CARRIED**

### **e. Action Report – 2018 Budget for Glengarry Sports Palace**

Be it resolved that the Glengarry Sports Palace Board receives the Staff Report on the 2018 Glengarry Sports Palace Budget; and that the Glengarry Sports Palace Board recommends the 2018 Glengarry Sports Palace Budget to the Council for the Township of North Glengarry for consideration as part of its 2018 Budget Exercise.

**Resolution No.: 7**      **Moved by:** Chris McDonell      **Seconded by:** Jacques Massie  
**CARRIED**

**f. Key Information Report – Glengarry Sports Palace**

The Director of Community Services presented the Key Information Report touching on the Canteen, 2018 Budget Exercise, the increase to the Library Rent and the Compressor.

**g. Collective Agreement**

The Director gave an update on the staff report that was presented at the January 8<sup>th</sup> meeting during which North Glengarry Council received and approved the SEIU Local 2 Collective Agreement between the Glengarry Sports Palace, the Maxville & District Sports Complex and Recreation.

**8. PENDING BUSINESS**

None.

**9. CORRESPONDANCE**

None.

**10. CLOSED SESSION BUSINESS**

Be it resolved that the Board of the Glengarry Sports Palace move into camera.

**Resolution No.: 8**      **Moved by:** Jacques Massie      **Seconded by:** Chris McDonell  
**CARRIED**

Be it resolved that the Board of the Glengarry Sports Palace moves out camera.

**Resolution No.: 9**      **Moved by:** Jacques Massie      **Seconded by:** Chris McDonell  
**CARRIED**

Be it resolved that a reminder be sent to South Glengarry about the amounts outstanding for the 2017 Budget and that the proposed 2018 Glengarry Sports Palace Budget be sent to the Township of South Glengarry.

**Resolution No.: 10**      **Moved by:** Jacques Massie      **Seconded by:** Ian McLeod  
**CARRIED**

**11. NEXT MEETING**

The next scheduled meeting will be February 13, 2018.

**12. ADJOURNMENT**

Be it resolved that the meeting be adjourned to the call of the Chair at 10:20 pm.

**Resolution No.: 11**      **Moved by:** Ian McLeod      **Seconded by:** Jacques Massie

**CARRIED**

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Chairman of the Board

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Date





## MINUTES OF THE JANUARY 17, 2018 MEETING OF THE ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE

A special meeting of the Arts, Culture, and Heritage Advisory Committee was held on Wednesday, January 17, 2018, at 4:30 p.m. at the Sandfield Centre (102 Derby Street West, Alexandria).

**PRESENT:** **Carma Williams**, Chairperson  
**Jeff Manley**, Councillor  
**Nicole Nadeau**, Member at Large  
**Karen Davison Wood**, Member at Large  
**Tara Kirkpatrick**, Economic Development & Communications Officer/ Recording Secretary

**GUEST:** **Steven Potter**, CAO  
**Anne Leduc**, Director of Recreation & Community Services

**REGRETS:** **Dane Lanken**, Member at Large  
**Nathalie-Anne Bussière**, Member at Large

### 1. CALL TO ORDER

The meeting was called to order at 4:41 p.m. by Chairperson Carma Williams.

### 2. AGENDA ITEMS

#### a. St. Elmo Congregational Church

A special meeting of the Arts, Culture and Heritage Committee was called to address a situation involving the St. Elmo Congregational Church. The following agenda items were added on the day of the meeting:

- i. History of the St. Elmo Congregational Church
- ii. Situation as it has progressed
- iii. Options

#### i. History of the Church

- History of the church, as presented by Carma Williams and with reference to the book "The Kirk in Glengarry", written by Donald M. MacKinnon.
- The St. Elmo Congregational Church was erected in the middle of the Indian Lands.
- When settlements of Loyalists were being planned, a sector in the middle was reserved on the Western edge of Glengarry from the St. Lawrence (21 Concessions). It's a North-South strip running from the edge of North Glengarry, at the Western extremity of Glengarry.
- It was originally intended for Sir John Johnson. When he declined to accept the property, it was held to settle the claims of the Indians to some of the lands.

- It became known as the lands of Glengarry. Some lease-holds were given to Scots. Many of them originally squatters.
- All of the early churches were known as the "Indian Land Churches." These properties include Maxville, Dominionville and St. Elmo, among others.
- The Beech Churches were near 17<sup>th</sup> Concession, south of Maxville at around 1826. They served all Protestants.
- Presbyterian – mainly Scottish, contributed money to create the Beech Church and a second, frame church. When the securing of a deed came about for the frame church, there was dissension over the name of the church, causing a split. This led to the creation of the Congregational Church in St. Elmo.
- By the early 1830s there were plans for a place of worship. After two years of bad crops, times were scarce. The congregation chose to build a modest church (The St. Elmo Congregational Church). Nails, putty and glass were given by the Church in Montreal.
- John Fisher donated the land on which St. Elmo Congregational Church was built. Materials were gathered over years and in late summer through early Autumn of 1837, the church was erected.
- Rough seats were built later on.
- Hardwood flooring covers the original planks
- In September 1894, a reporter from the Montreal Daily Witness came to Glengarry for the 100<sup>th</sup> anniversary of Lochiel. This reporter visited the St. Elmo Congregational Church and reported that the pews were straight and narrow and so close together that a man with small legs must sit sideways. He remarked on the history of this church.
- Around 1912: Congregational services came to an end.
- In 1920, this historic place of worship was acquired by the Gordon Presbyterian Church
- Periodic renovations were made to the building. In 1864, the Gordon Church (Red brick located nearby) was erected.
- St. Elmo is the oldest Congregational Church still in existence.

## ii. Situation as it has progressed

- In 2017, there were three Presbyterian Churches serving the area near Maxville. These included the Presbyterian Churches in Maxville, Moose Creek and St. Elmo. Due to diminishing attendance, the congregation determined that it could no longer maintain all three church properties. They disbanded the congregation in St. Elmo and gave the church properties back to the National Church, which is looking to dispose of the property as soon as possible.
- In the summer of 2017, some members of the Arts, Culture and Heritage Committee were advised that the Presbyterian Church in Canada was considering the sale of the property. Since that time, the property has been put on the market. Individuals have expressed interest and inquiries have made to the Municipality's Building Department regarding the demolition the log building on that property.
- Since the properties were put up for sale, the Iroquois of St. Regis in Cornwall have notified the Presbyterian National Church that they are seeking clarification on whether they have treaty rights to the two pieces that are up for sale.



### iii. Options

The ACHC Committee members proposed that there are three options for responding to this situation:

- 1- Recommend to Council that this property be listed and possibly designated on the Municipal Register. This would involve verifying the legal steps and procedures.
  - 2- Immediately speak with the National Presbyterian Church to determine if we can act to dismantle the building and remove it from the premises.
  - 3 – Leave it until there is a new owner and work to see if there are options after the property is sold.
- In discussing these options, the ACHC members noted that moving this church has been an ongoing discussion for more than a decade. About 15 years ago, it was noted that the Glengarry Pioneer Museum (GPM) Board expressed interest in acquiring the Church. At that time, the GPM Board decided not to pursue the acquisition and a moratorium was allegedly put on the acquisition of new buildings.
  - When the Glengarry Pioneer Museum looked into acquiring the Roxborough Church, it was estimated that it would cost about \$30,000 to relocate the building. In that case, the church would have been lifted up off of its foundation and moved in one piece. In this case the log building would likely need to be dismantled log-by-log to be moved.
  - The Glengarry Pioneer Museum Board is meeting later tonight. Members of the ACHC committee will attend the meeting to see if the Glengarry Pioneer Museum has any interest in acquiring the St. Elmo Congregational Church building. The ACHC committee members determined that if both Council and the Glengarry Pioneer Museum are interested, then we can work with the various groups to better develop an action plan.

#### **Motion:**

Concerns regarding the possible demolition of the building led the Committee, at its meeting on January 17, 2017, to approve the following resolution: "THAT the Arts, Culture and Heritage Committee recommends to Council that the property located at 18191 Kenyon Concession 19 in St. Elmo housing the log Congregational Church is of significant heritage interest and that it be included on the Municipal Register, with possible intent to designate it as a property of cultural heritage value and/or interest at a later date".

**Passed by: Jeff Manley**  
**Carried.**

**Seconded by: Karen Davison Wood**

## **8. NEXT MEETING**

The next meeting of the Arts Culture and Heritage Advisory Committee is scheduled for Wednesday, January 24, 2018 at 5:45 p.m. at the Sandfield Centre.

## **9. ADJOURNMENT**

The meeting was adjourned at 6:15 p.m.

**Moved by: Nicole Nadeau**

**Carried.**

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**Recording Secretary – Tara Kirkpatrick**

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**Chair – Carma Williams**





**MINUTES OF THE JANUARY 24, 2018 MEETING OF  
THE ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE**

A meeting of the Arts, Culture, and Heritage Advisory Committee was held on Wednesday, January 24, 2018, at 5:45 p.m. at the Sandfield Centre (102 Derby Street West, Alexandria).

**PRESENT:** Carma Williams, Chairperson  
Jeff Manley, Councillor  
Nicole Nadeau, Member at Large  
Dane Lanken, Member at Large  
Karen Davison Wood, Member at Large  
Natalie-Anne Bussière, Member at Large  
Tara Kirkpatrick, Economic Development & Communications Officer/ Recording Secretary

**GUEST:** Anne Leduc, Director of Recreation & Community Services

**REGRETS:** Steven Potter, CAO

**1. CALL TO ORDER**

The meeting was called to order at 5:52 p.m. by Carma Williams

**2. ACCEPT AGENDA**

**Moved by: Natalie-Anne Bussière**

**Seconded by: Jeff Manley**

That the Agenda of the Arts, Culture and Heritage Advisory Committee meeting of January 24, 2018 be accepted with the following changes:

- Move G and H to the top of the Agenda.
- Under new business, add the Notification of the Lieutenant Governor’s Ontario Heritage Excellence in Conservation Award’s ceremonies on February 23, 2018 at 6 pm in Toronto.
- Under Correspondence, the Festival of Small Halls was added as item “D”.

**Carried.**

**3. DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest posed by those present.

**4. RATIFY THE MINUTES OF October 25, 2017**

**Moved by: Jeff Manley**

**Seconded by: Natalie-Anne Bussière**

That the minutes of the November 22, 2018, Arts, Culture, and Heritage Advisory Committee meeting be accepted as presented.

Carried.

## **5. AGENDA ITEMS**

- **Young Canada Works: Application for Heritage Coordinators**
  - The Township has applied to Young Canada Works for funding to offset the cost to hire two Heritage Coordinators for this coming summer. We expect to hear back by late March if we have received funding.
  
- **Review of properties identified by the 2017 Heritage Coordinators, to prioritize properties to be investigated by the 2018 Heritage Coordinators**
  - ACHC members are asked to go through the properties identified by the Heritage Coordinators in 2017 as being of possible municipal heritage interest. We need to identify which properties within the Township warrant greater investigation for potential inclusion on the Registry.
  - The Heritage Coordinators created a list of potential candidates for inclusion in each of the eight hamlets. We need to generate a similar list of possible locations of interest in Alexandria and Maxville. We will use the same criteria identified for listing properties on the Municipal Heritage Register for cultural and heritage interest.
  - ACHC members will be provided with a preliminary template for the site surveys, as well as a list of the criteria.
  - A suggestion was made to list the buildings based on Priority 1, 2, 3, so that the 2018 Heritage Coordinators can better research these properties.
  - The review of this process will be discussed at a future meeting.
  
- **Process to include properties on the Municipal Heritage Register**
  - Anne, Carma and Tara had a conference call with Bert Duclos, from the Ontario Ministry of Tourism, Culture and Sport to better determine the process to include properties on the Municipal Heritage Register. Following this meeting, it was determined that we would need two draft documents to assist this process. Anne is working on these documents. We also need to create a form for individuals to check off information so that they can ask to be included on the registry and so that they can inform us of changes. This will be similar to the process used for building permits.
  - When it comes to requesting a construction or demolition permit for a listed property, the onus for advising a municipality is on the building owner and not the municipality. We need to provide the framework so that property owners can do this.
  - Phase III of the Community Improvement Plan (CIP) depends on the listings to designate funds to buildings of heritage interest.
  - We will need to undergo public consultations later this year to provide more information on Phase III of the CIP.
  - The CIP is a positive tool to promote buildings of heritage value.

- **Proposed awards program for excellence in built heritage restoration and renewal**
- This item was first proposed by Karen. Tabled until the next meeting. Suggest it be included in 2018 projects.
  
- **Review of the Community Grant Program guidelines.**
- “Centre Culturel Les Trois Petits Points”: A concern was raised that this organization is giving out money as prizes. In order to ensure transparency, we need to better clarify that in this instance, the OPP gives out the prizes. We were subsidizing the cost of the sound equipment for the event.
- Suggestion that we may need to specifically state what the funding is being attributed to, as opposed to funding an event or activity in a broader sense.
- Council expressed concern that the same organizations were getting repeat funding and that we needed to clarify precisely what each grant is being attributed to, within each applicant’s submission.
- Applicants who have already received funding need to show how their event differs from previous years.
- We can introduce the notion that there is the option, but not necessarily an obligation to prioritize new events, over returning events.
- The policy statement is already very clear – We need to reinforce this message and do a bit more of a preamble of the mandate prior to introducing the recommendations to Council. In this way we will better outline the program mandate and principles. It is also recommended that Council have more time to review the applications and recommendations, prior to voting at Council. When we issue the report, we should recommend that if the councillors have any questions, that they come and speak with us.
- Creation of “Sponsorship Funding” for certain for-profit events that should be branded.
- It’s not a question of organizations returning for funding, it’s the value they add to the community.
  
- **Proposed changes to the Community Grant Guidelines:**
  - (1) Add a line to explain exactly what in the budget that the municipal grant will support.
  - (2) Repeat funding requests may be reduced in value to support a wider range of projects. Even though there is great merit in some longstanding events, the committee may choose to support new initiatives.
    - Anne will be preparing the next draft of the Community Grant Guidelines, which will be brought back to the ACHC for review.
  
- **First Impressions Community Exchange (FICE) report presented by the Township of North Dundas for the Township of North Glengarry.**
- The committee was advised of the report, which was presented to Council last December.
  
- **St. Elmo Congregational Church**
- A special meeting of the Arts, Culture and Heritage Committee was called to address a situation involving the St. Elmo Congregational Church. The following agenda items were added on the day of the meeting:
  - History of the St. Elmo Congregational Church



- Situation as it has progressed
- Options
- Concerns regarding the possible demolition of the building led the Committee, at its meeting on January 17, 2018, to approve the following resolution: “THAT the Arts, Culture and Heritage Committee recommends to Council that the property located at 18191 Kenyon Concession 19 in St. Elmo housing the log Congregational Church is of significant heritage interest and that it be included on the Municipal Register, with possible intent to designate it as a property of cultural heritage value and/or interest at a later date”.
- Council passed this motion today.
- The Real Estate Agent has indicated to Tara that the property is in the process of being sold.
- Tara will get in touch with the real estate agent and request that the new property owner get in contact with us.
- **St. Elmo Gordon Church**
  - In speaking with the Presbyterian Church of Canada, it was determined that the Gordon Church is likely facing demolition, due to the high cost of maintaining the property.
  - Tara will reach out to the church to find out the timeline.
  - Should this property be listed on the Heritage Register?
  - Listing this property shows that these buildings have value to the history of North Glengarry and listing serves to highlight this.
  - Propose that the Gordon Church be added to the Municipal Heritage Register.
  - Ask that the Presbyterian Church publicly announce its intention to demolish the building.

#### MOTION

- Concerns regarding the possible demolition of the building led the Committee, at its meeting on January 24, 2018, to approve the following resolution: “THAT the Arts, Culture and Heritage Committee recommends to Council that the property located at LOCATION in St. Elmo housing the Gordon Church is of significant heritage interest and that it be added to the Municipal Register as a non-designated property of cultural heritage value and/or interest.

**Moved by: Natalie-Anne Bussière**  
**Carried.**

**Seconded by: Dane Lanken**

#### 6. **2018 Projects**

- a. Glengarry Routes Heritage Tour Brochure: Translation to French (update).
  - We have received the translation back. Nicole has read through the report to verify it.
  - South Glengarry has signed off on the translation.
  - Rachel Hamelin completed the translations. We received \$2450 from the Community Futures Development Corporation for translation.
  - The product is ready to go to print as soon as it has been verified by Nicole.
- b. The Glengarry Routes Heritage Tour, tourism project. Initial idea developed at the “Packaging and Partnerships Tourism Development Workshop”.



- The RT-09 tourism workshop put on by The Great Waterway, a division of Tourism Ontario. At this conference the idea was launched to combine a half-day tour with the Glengarry Routes campaign, in which visitors would be encouraged to follow the points on the Glengarry Routes Map.
- The committee suggested that the Glengarry Pioneer Museum does a driving tour each year throughout North Glengarry and South Glengarry. They recommended partnering with the Glengarry Pioneer Museum to help launch the Glengarry Routes Tour. Potential funding sources could include the Counties and RT-09.
- Tara will ask James Prevost, at the Glengarry Pioneer Museum, for further details regarding the Driving Tour.

c. Maxville and Alexandria Walking Tours

- The Alexandria Tour is complete.
- Dane has completed the tour of Maxville as part of his research. He felt that the content needs additional historic reference. He has compiled comments for Carma and Nathalie to review. He will continue to review the map and will return to the committee.

d. Interpretive Panel

- We need a potential location for an interpretive panel, similar to the two done in Alexandria.
- Nathalie proposes an interpretive panel on the rail history in King George Park, in Maxville.
- Nicole: for 2019 budget we should have something indicating the 200<sup>th</sup> anniversary of Alexandria.

- e. Welcome packages for new residents. Should be going to the Chamber of Commerce to launch. We can help with the supplies.

## 7. NEW BUSINESS

- a. Notification of the Lieutenant Governor's Ontario Heritage Excellence in Conservation Award's ceremonies on Friday, February 23, 2018 at 6 pm in Toronto.
  - Interpretive panels, Glengarry Routes
  - The members have been asked to contact Anne to verify if they wish to attend.
- b. Lanthier Bakery has purchased three houses to create a parking lot for employees. These properties will be demolished. Suggestion that more thought needs to go into the long term urban planning and development options for North glengarry.
- c. Membership notification for Community Heritage Ontario.
 

**Motion:** THAT the Arts, Culture and Heritage Committee moves to renew its 2018 membership with Community Heritage Ontario.

**Moved by Natalie-Anne Bussiere**

**Seconded by Karen Davison-Wood**

## **8. CORRESPONDENCE**

- a) National Trust's "Regeneration Works" – series of free webinars on heritage and redevelopment projects.
- b) Community Heritage Ontario (CHO) request for support in seeking federal action related to the conservation of heritage properties
  - We have asked Bert Duclos if this has been brought to the province, as it's a Federal initiative. Apprehensive about endorsing it at the municipal level before it reached the provincial level.
  - They are seeking letters of support from municipalities.
  - The ACHC chooses not to take action at this time.
- c) Community Heritage Ontario (CHO) Newsletter (Winter 2018).
- d) Announcement by the Festival of Small Halls that they are seeking new locations.

## **8. NEXT MEETING**

The next meeting of the Arts Culture and Heritage Advisory Committee is scheduled for Thursday, March 1, 2018 at 5:45 p.m. at the Sandfield Centre.

## **9. ADJOURNMENT**

The meeting was adjourned at 8:18 p.m.

**Moved by: Karen Davison Wood**  
Carried.

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**Recording Secretary – Tara Kirkpatrick**

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**Chair – Carma Williams**



**DRAFT Minutes of the  
CIP Approvals Committee (CIPAC) Meeting**

Monday, January 29, 2018 at 5:30 p.m.  
Sandfield Centre  
102 Derby Street West, Alexandria

A meeting of the Community Improvement Plan (CIP) Approvals Committee (CIPAC) was held on Monday, January 29, 2018, at 5:30 p.m. at the Sandfield Centre (102 Derby Street West, Alexandria.)

**PRESENT:**

- Karen Davison Wood**, Committee Chair
- Michael Madden**, Alexandria & District Chamber of Commerce
- Jeff Manley**, Councillor
- Carma Williams**, Councillor
- Deirdre Hill**, Maxville & District Chamber of Commerce
- Nathalie-Anne Bussière**, Arts, Culture & Heritage Committee
- Tara Kirkpatrick**, Economic Development & Communications Officer

**GUEST:**

- Anne Leduc**, Director of Community Services
- Yvonne Callaway**, Treasurer of Glengarry Artists Collective
- Bobbi Poitras**, President of the Glengarry Artists Collective
- Bud Thompson**, Member of the Glengarry Artists Collective
- Tina Whitman**, Member of the Glengarry Artists Collective
- Eric Steele**, Township of South Glengarry
- Joanne Haley**, Township of South Glengarry

**REGRETS:**

- Steven Potter**, Chief Administrative Officer
- Gerry Murphy**, Chief Building Officer

**1) CALL TO ORDER**

The meeting was called to order at 5:44 p.m. by **Karen Davison Wood**

**2) MOTION TO ACCEPT THE AGENDA**

**Moved by: Deirdre Hill**

**Seconded by: Michael Madden**

That the Agenda of the CIP Approvals Committee of December 7, 2017, be accepted as presented.

Carried.

**3) DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest expressed by the members present.

**4) A MOTION TO RATIFY THE MINUTES OF:**

i) **Thursday, December 7, 2017**

**Moved by: Michael Madden**

**Seconded by: Jeff Manley**

That the minutes of the January 29, 2018 meeting of the Community Improvement Plan Approvals Committee (CIPAC) meeting be accepted as presented.

**Carried.**

## **5) AGENDA ITEMS**

- a. Presentation by Yvonne Callaway, of the Glengarry Artists Collective (GAC), representing an upcoming mural project that was approved under the Township's Community Grants Program.
- The Glengarry Artists Collective was formed in October 2016. Last year the GAC presented "Art in the windows", which was featured on Main Street, in Alexandria. This project will be returning this year, as well as "The Show at Brent's Place," which will be held February 23-24 at the Glengarry Funeral Home. New this year, there will be one room devoted to artworks on the topic of water. The pictures and images will then be photographed and made into a mural, which will be hung on the Comfort Water Works building in Alexandria. This mural is expected to measure approximately 28 feet wide, by 8 feet high. The mural is not intended to be used as an advertisement, but the paring of water images will match nicely with the business currently located on site. This mural project has already been approved for a North Glengarry Community Grant. In the application to the Community Grants Program, a mock-up was provided, but did not include the actual art. It is expected that there will be six squares of water images, each measuring 8 feet wide, by 4 feet high. They will be affixed by using a metal frame, which will allow for the panels to be pulled out and replaced. There will be one-time installation of the mural mount on the Kenyon side of the building, which is approximately 95 feet long.
  - In order to ensure that the mural is suitable for public consumption, the Glengarry Artists Collective explained that none of the art pieces will refer to either nudity or religion. Artists were tasked with creating works that spoke to the "historic role of water in Glengarry."
  - Fall Project: Windows on the World (WOW project) will be returning from September to October, 2018.
  - A new initiative, also included in the Community Grants program is the "Glengarry my home: Alexandria 200" mural. That mural will highlight the history of Alexandria. The Glengarry Artists Collective is still determining a final location for this mural, but hope to locate it on Main Street, Alexandria, near R&L Book Nook. That mural would be erected in 2019.
  - A third mural proposed by the group and approved for North Glengarry Community Grants funding, is a mural to be erected on the Alexandria Water Treatment Plant building. All five area schools have been emailed and the schools are encouraged to participate in this collaborative art project. The schools have until February 1, to respond to an invitation asking them to participate and to co-create a mural.
  - The Glengarry Artists Collective is in discussion with two companies that specialize in printing artwork on large scale canvas, made out of either textiles, or aluminum, that would depict the murals, which will be painted, scanned and reprinted for hanging.



CIPAC recommends that the committee also speak with a mason to determine how best to affix these murals to the buildings in such a way as to mitigate damage to the bricks.

- Clarification on the mural to be incorporated onto the Water Works building. Schools would be completing their own projects (4x8 panels for each school). They would be photographed and printed onto canvas and hung on the building afterwards.
- The Glengarry Artists Collective will oversee all three mural projects and will also keep the CIPAC committee abreast of all three projects. None of the murals will depict religious or political themes.
- The CIPAC committee recommended to the Glengarry Artists Collective that a contract be established with the property owners where the murals will be hung, ensuring that the artworks are displayed for a minimum of two years.

**b. CIP Applications**

**i. 21906 Main Street, Glen Robertson (Huguette Delage)**

**Project Overview: Program B**

- Replace TWO windows on the front façade (Installed around 1975).
- Replace Storm and Screen Door on the front façade (original 1949).
- Replace the floor on the gallery (Front Façade). Stain it in Benjamin Moore "Hot Apple Spice"
- Replace the soffits and fascia in aluminum on the front gallery. Cover the upper beam in matching aluminum.
- Replace the eavestroughs, downspout and rain collection barrel (front façade).
- Paint all four sides of the house (at most, two would be eligible for CIP assistance), in Benjamin Moore "Bryant Gold Dahlia."

Estimated total cost of project: \$15,000

**MUNICIPAL LOAN PROGRAM (PROGRAM G)**

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An interest-free municipal loan of between \$5,000 and \$10,000. The loan is calculated as the total project amount, less the grant. This should equal the loan amount, up to a maximum of \$10,000.

**TOTAL GRANTS REQUESTED**

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Program B: \$5,521.37

Program C: \$75

Program E: \$750 Building Permit Fee

\$0 Planning Fees (Not required in this case).

**Program G: \$ (Municipal Loan)**

**Moved by: Carma Williams**

**Seconded by: Nathalie-Anne Bussière**

**Carried.**

That the Community Improvement Approvals Committee (CIPAC) ask that the Financial Incentive Program Grant request, as submitted by Huguette Delage for the property situated at 21906 Main Street, Glen Robertson be deferred. The property owner is asked to consider whether it is possible to restore the existing front door, which is considered to be an original heritage feature of the property. If the restoration of this door is possible, then the committee may consider financing a storm door, provided that it is solid glass and would not impede the view of the existing heritage door. The glass could be switched out for screen during warmer months.

In regards to the replacement of the soffits and aluminum, on the front gallery, CIPAC would like to verify if the colour of these elements will be matched to the peak on the roof of the house. Both the roof trim and the balcony should be matched in the same colour to afford the greatest uniformity.

The committee agrees that painting the balcony and the four facades would visually improve the property. Some clarification of specific architectural details are needed. The committee also asks that the property owner consider a landscaping grant to further improve the front façade.

At this time, the CIPAC does not feel that the replacement of the two windows on the front façade will offer a significant visual improvement to the property. Nor do they feel that replacing the eavestroughs, downspout and rain collection barrel (front façade) will add to the visual improvement of the property.

## ii. 21985 Main Street, Glen Robertson (Wendy & Edward Davidson)

### Project Overview: Program B

1. Balcony on the Front façade: Replace the existing roof with a steel roof, paired to the roof of the house. Replace railings with wooden rails. Replace cement stairs with wooden stairs, constructed at a 45 degree angle, with a flair at the bottom. The wood on the balcony will be stained in Sikken's, "Butternut", semi-transparent stain. The owner did not include staining in the application, as it will be done by the property owner approximately one year after the project is finished. This is to allow the wood to weather. The balcony is being refinished on top of the existing cement balcony.
  2. Roof: Replace the existing shingle roof with new 28 g Ultravic Steel Roofing, colour: Cocoa Brown.
  3. Replace ONE window on the front façade with a white, double-slider window (same size as original).
  4. Replace ONE window on the left façade of the house with a white, double-slider window (same size as original).
  5. Replace front door with white steel door, half-frosted & with a left sidelight window (fully frosted).
- Estimated total cost of project: \$15,976.91
- **MUNICIPAL LOAN PROGRAM (PROGRAM G)**
- 
- An interest-free municipal loan of between \$5,000 and \$10,000. The loan is calculated as the total project amount, less the grant. This should equal the loan amount, up to a maximum of \$10,000.

- Total estimated cost of the complete project \$5,288.56 (front porch + stairs) + \$1679 (door) + \$5,542 (client is eligible for one side of the roof = \$2,712 (roof) is **\$9,679.56/2 = \$4,839.78**
- **Total Project Amount of \$12,509.56 + windows (\$3,467.35) = \$15,976.91, minus the Program B grant of \$4839.78 = \$11,137.13**
- Recommendation: Loan allocation of \$10,000

➤ **TOTAL GRANTS REQUESTED**

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- Program B: \$4,839.78
- Program C: \$75
- Program E: \$750 Building Permit Fee (No Planning Fees are required in this case).
- **TOTAL: \$5,664.78**
- **Program G: \$10,000 (Municipal Loan)**

- After reviewing the file, the CIPAC committee found that due to restricted visibility from the street, this property is eligible for funding on only one façade. The committee felt that the side façade did not pose a high enough point of visibility from the road. The replacement of the two windows was struck from consideration, as the committee found that replacing these window inserts would not make a significant visual improvement to the property.

- **CIPAC Recommends to Council the approval of the below-listed elements of the project:**

**Moved by: Carma Williams**

**Seconded by: Jeff Manley**

**Carried.**

That the Community Improvement Approvals Committee (CIPAC) approves a Financial Incentive Program Grant request, as submitted by Wendy Davidson and Edward Davidson for the property situated at 21985 Main Street, Glen Robertson

This includes a **Program B (Building Improvement and Infill Grant)** of \$4,839.78 representing a matching grant of 50%, up to a maximum of \$7,500 to conduct work on one facade; a **Program C (Civic Address Signage Grant)** of \$75, representing a matching grant of 75% up to \$75 for a civic address sign at one locale; a **Program E (Building Permit & Planning Fee Grant)** equal to 100% of the eligible Building Permit fees of a maximum of \$750; a **Program F (Tax Increment Grant)**; and to a **Program G (Municipal Loan Program)** of \$10,000 as submitted by the property owners Wendy Davidson and Edward Davidson for the property situated at 21985 Main Street, Glen Robertson.

**AMENDMENT:**

On February 14, 2018 the CIPAC committee members were contacted by email to see if they would be willing to conduct an online vote relating to the CIP application for 21985 Main Street, Glen Robertson. Committee members were asked to vote on whether they would be in favour of adjusting the amount of the Program B grant, so that the cost of tax is included for the door. Taxes were included for the other elements. During the CIPAC meeting, the calculation for the Program B Quote was \$4839.78.

The cost of the door is estimated at \$1679.97 + \$218.40 (HST) for a total of \$1898.37. By adding this sum to the calculation, the new Program B total would be \$4949.47, including tax. Five members of the

committee voted in favour of this change and one did not vote. The change was carried with a majority vote.

**c. Ongoing CIP**

- i. 8 Main Street North, Alexandria. Request for a 90-day extension, as proposed by Anick Bauer.
  - The project is due to be completed by March 2, 2018. The property owner, Anick Bauer has requested that we extend this deadline by 90 days, making the new deadline May 31, 2018.

**Moved by: Michael Madden**

**Seconded by Deirdre Hill**

**Carried.**

That the deadline for the Community Improvement Plan project located at 8 Main Street North, in Alexandria be extended by 90 days. The new completion deadline for this project is May 31, 2018.

- ii. 43 Main Street South, Maxville. Request for additional Program A funding related to new engineering costs.
  - The property owner, Cam Wohlgemuth, has requested additional Program A funding to do soil tests to verify the foundation at the front of the porch. This is a test to verify the structure is sound to carry the weight of the porch.

**Moved by Michael Madden**

**Seconded by Jeff Manley**

**Carried.**

That the Community Improvement Plan Approvals Committee (CIPAC) finds that the property located at 43 Main Street South, in Maxville does not qualify for additional Program A funding to offset the costs of soil tests to verify the foundation of the front porch. This request does not qualify, as it is structural rather than aesthetic.

- iii. Update – Public Art component of CIP at 44 Main Street North, Alexandria (Wine Makers)
  - The public art component of the CIP at 44 Main Street North, in Alexandria was denied at an earlier meeting, as the property owner failed to provide the CIPAC committee with a sample of the artwork to be hung on the exterior of the building. The property owner has since been advised of this decision.

**d. Discussion on definitions of structural improvements as related to CIP**

- Deferred to the next meeting

**e. Discussion on Public Art Component of CIP and due processes**



- Deferred to the next meeting
- f. Young Canada Works application for Heritage Coordinator
  - An application has been made to “Young Canada Works” to offset the wages for two Heritage Coordinators.
- g. Township of North Glengarry Branding Signage
  - i. Update on signage at Town Hall
    - A new sign has been installed featuring the new branding of the municipality.
  - ii. Signage for Island Park
    - Signage is needed on Main Street, Alexandria, indicating the location of Island Park, the beach, boat launch and other amenities. The CIPAC members have been invited to share their ideas and input for this signage, which will be paired to the North Glengarry branding.
  - iii. Signage welcoming visitors to the “Community Improvement Plan” areas in Maxville and Alexandria.
    - CIP projects will continue to market the CIP program through signs installed on the properties for the duration of the projects. These signs have proven to be an effective marketing tool.
  - iv. Artwork for the Maxville Water Tower
    - The CIPAC committee were shown six sample images of the proposed artwork variations for the upcoming Maxville Water Tower. The committee recommends that the final artwork feature the name Maxville on both the North and South sides of the tower. Below “Maxville”, the image should include the North Glengarry tartan, with the words “Ontario’s Celtic Heartland” etched in it. The wording should be English on one side and French on the other side of the water tower.
- h. Committee of Council Structure as it relates to economic development
  - Economic Development does not have an overseeing committee. It most likely would be best placed in CIPAC.
  - The CIPAC committee agrees that economic development projects be brought forward to the CIPAC committee for consideration, but suggests that this system be re-evaluated following the 2018 Municipal Elections.

## 6) NEW BUSINESS

There was no new business.

## 7) CORRESPONDENCE

- a) National Trust’s Regeneration Works series of free webinars on heritage and redevelopment projects.

**8) NEXT CIPAC MEETING**

- Tuesday, March 6, 2018, 5:45 pm, at the Sandfield Centre (102 Derby Street West, Alexandria).

**9) ADJOURNEMENT**

The meeting was adjourned at 8:24 p.m.

**Moved by: Jeff Manley**

**Carried.**

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Recording Secretary – Tara Kirkpatrick

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Chair – Karen Davison-Wood

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

**PLANNING COMMITTEE MEETING**

Monday December 11<sup>th</sup>, 2017  
 Council Chambers  
 Centre Sandfield Centre  
 102 Derby Street West, Alexandria, ON

A Public Meeting of Planning was held in the Council Chamber on Monday December 11<sup>th</sup>, 2017 at 6:30p.m.

**PRESENT:** Mayor – Chris McDonell  
 Deputy Mayor – Jamie MacDonald  
 Councillor (Lochiel Ward) – Brian Caddell  
 Councillor (Maxville Ward) – Carma Williams  
 Councillor (At Large) – Jacques Massie  
 Councillor (Kenyon Ward) – Jeff Manley  
 Councillor (Alexandria Ward) – Michel Depratto  
 CAO/Clerk – Daniel Gagnon  
 Planning Department – Chantal Lapierre

**REGRETS:** CBO/By-Law Enforcement/Planning Manager – Gerry Murphy

**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:** Carma Williams

**Seconded by:** Michel Depratto

That the Council of the Township of North Glengarry accepts the Planning Committee meeting agenda of Monday, December 11<sup>th</sup>, 2017.

**Carried**

**3. ACCEPT THE MINUTES**

**Resolution No. 2**

**Moved by:** Michel Depratto

**Seconded by:** Carma Williams

That the Council of the Township of North Glengarry accepts the minutes of the Planning Committee Meeting of Monday, November 13<sup>th</sup>, 2017.

**Carried**

The Meeting was then turned over to the Planning Department – Chantal Lapierre

**4. ZONING AMENDMENTS**

**a) No. Z-04-17**

**Owner:** Robert & Claire Rickerd

**Location:** 2980 Wylie Rd. Glen Robertson

**Resolution No. 3**

**Moved by:** Brian Caddell

**Seconded by:** Jeff Manley

That the Planning Committee recommend approval of zoning amendment **Z-04-2017** and that the application be forwarded to the Council of the Township of North Glengarry for further consideration and approval.

**Carried**

**b) No. Z-08-17**

**Owner: Hugh Corke**

**Location: 21920 Glen Sandfield Rd. Dalkeith**

**Resolution No. 4**

**Moved by:** Jacques Massie

**Seconded by:** Jeff Manley

That the Planning Committee recommend approval of zoning amendment **Z-08-2017** and that the application be forwarded to the Council of the Township of North Glengarry for further consideration and approval.

**Carried**

**5. OLD BUSINESS**

**6. NEW BUSINESS**

**7. NOTICE OF MOTION**

**8. ADJOURNMENT**

**Resolution No. 5**

**Moved by:** Jeff Manley

**Seconded by:** Brian Caddell

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

**Carried**

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**CAO/Clerk/Deputy Clerk**

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**Mayor/Deputy Mayor**



# **Section 13**

## **NEW BUSINESS**

**Section 14**

**NOTICE OF MOTION**



# **Section 15**

**QUESTION PERIOD**

**Section 16**

**CLOSED SESSION**

**BUSINESS**



**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** March 19, 2018

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

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

**Proceed "In Closed Session",**

That the Council of the Township of North Glengarry proceeds in Closed session under Section 239 (2) of the *Ontario Municipal Act* at \_\_\_\_\_, in order to address,

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

And adopt the minutes of the Municipal Council Closed session meeting of March 5, 2018.

**Carried**

**Defeated**

**Deferred**

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\_\_\_\_\_

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**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**

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**Section 16 Item a**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** March 19, 2018

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

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

Adopt Minutes of "In Camera" Session

That the minutes of the Municipal Council "In Camera" session meeting March 5, 2018 be adopted as printed.

**Carried**

**Defeated**

**Deferred**

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\_\_\_\_\_

\_\_\_\_\_

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

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**Councillor:** Jacques Massie

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**Councillor:** Brian Caddell

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**Councillor:** Jeff Manley

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**Councillor:** Michel Depratto

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**Councillor:** Carma Williams

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**Mayor:** Chris McDonell

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**Section 16 Item b**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** March 19, 2018

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

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

That we return to the Regular Meeting of Council at \_\_\_\_\_.

**Carried**

**Defeated**

**Deferred**

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**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

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**Section 16 Item c**

## **Section 17**

**CONFIRMING BY-LAW**



**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** March 19, 2018

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

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

That the Council of the Township of North Glengarry receive By-law 15-2018; and

That Council adopt by-law 15-2018 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 15-2018 be read a first, second, third time and enacted in Open Council this 19<sup>th</sup> day of March, 2018.

**Carried**

**Defeated**

**Deferred**

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**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**

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**Section 17 Item a**

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

**BY-LAW 15-2018  
FOR THE YEAR 2018**

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

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

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

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

1. **THAT** the action of the Council at its regular meeting of March 19, 2018 in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law; and;
2. **THAT** the Mayor and the proper officers of the Township of North Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.
4. **THAT** where a “Confirming By-law” conflicts with other by-laws the other by-laws shall take precedence. Where a “Confirming By-Law” conflicts with another “Confirming By-law” the most recent by-law shall take precedence.

**READ** a first, second and third time, passed, signed and sealed in Open Council this 19<sup>th</sup> day of March, 2018.

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

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

I, hereby certify that the forgoing is a true copy of By-Law No. 15-2018, duly adopted by the Council of the Township of North Glengarry on the 19<sup>th</sup> day of March, 2018.

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

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

**Section 18**

**ADJOURN**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** March 19, 2018

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

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

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

**Carried**

**Defeated**

**Deferred**

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**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

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**Section 18**