

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

Monday September 11, 2017 at 7:00 p.m. – Council Chambers
102 Derby Street West, Alexandria, Ontario K0C 1A0

Draft Agenda

THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

1. ACCEPT THE AGENDA (Additions/Deletions) ® (Carma)
2. DECLARATIONS OF CONFLICTS OF INTEREST
3. ADOPTION OF PREVIOUS MINUTES ® (Jamie)
 - a) Regular Meeting of Council – August 21, 2017
4. DELEGATION(S)
 - a) SDG Chapter of the Ontario Woodlot Association – Elaine Kennedy
5. COMMITTEE RECOMMENDATIONS
6. CAO/CLERK'S DEPARTMENT - Daniel Gagnon, CAO/Clerk
 - a) Award Engineering Contract re. Maxville water project ® (Jacques)
 - b) By-law 39-2017 Garage on Municipal Property Part Lot 7 Mill Square ® (Michel)
7. COMMUNITY SERVICES DEPARTMENT –
Anne Leduc, Director of Recreation/Community Services
 - a) Vacancy on the Arts, Culture and Heritage Committee ® (Carma)
 - b) Community Improvement Plan Application Request - 11 Mill Square ® (Jamie)
 - c) Community Improvement Plan Application Request – 33 Main Street North ® (Jeff)
 - d) Key Information Report - Economic Development Activities
8. TREASURY DEPARTMENT - Johanna Levac, Treasurer
9. PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT -
Gerry Murphy, CBO/Senior By-law Enforcement Officer/Planning Manager
 - a) By-law 38-2017 – Road Widening ® (Jacques)
10. FIRE DEPARTMENT – Patrick Gauthier, North Glengarry Fire Chief
 - a) Award contract for Station 1 Pumper/Tanker truck ® (Brian)
11. PUBLIC WORKS DEPARTMENT – Ryan Morton, Director of Public Works
 - a) Tile Drainage Loan Application ® (Jeff)
 - b) Equipment Lease for RARE ® (Michel)
 - c) Lagoon Upgrade Design Services (Report will be circulated Monday) ® (Carma)
 - d) OCIF Funding Top-up ® (Jamie)
12. CORRESPONDENCE
 - a) City of Kawartha Lakes – Farm House Severances
 - b) Arts, Culture and Heritage Advisory Committee Minutes – June 14, 2017
 - c) Recreation Advisory Committee Minutes – July 18, 2017
 - d) Glengarry Sports Palace Minutes – July 18, 2017
 - e) CIP Approvals Committee Minutes – July 31, 2017
 - f) Recreation Advisory Committee Minutes – August 22, 2017

13. NEW BUSINESS

14. NOTICE OF MOTION

Next Regular Public Meeting of Council

Monday September 25, 2017 at 7:00 p.m. at the Centre Sandfield Centre, 102 Derby Street West, Alexandria, Ontario.

Note: Meeting are subject to change or cancellation.

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

Review of process related to a new OPP detachment building (as this matter deal with a proposed or pending acquisition or disposition of land by the municipality or local board they may be discussed in closed session under sections 239 (2)(c) of the *Ontario Municipal Act*);

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

And adopt the minutes of the Municipal Council “In Camera” session meeting of August 21, 2017.

17. CONFIRMING BY-LAW

a) By-law 40-2017 ® (Brian)

18. ADJOURN ® (Jacques)

Section 1

ACCEPT THE AGENDA

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 11, 2017

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday September 11, 2017.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

Section 1

Section 2

DECLARATIONS OF CONFLICTS OF INTEREST

Section 3

ADOPTION OF PREVIOUS MINUTES

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 11, 2017

MOVED BY: _____

SECONDED BY: _____

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

Regular Meeting of Council – August 21, 2017

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

Section 3

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

REGULAR MEETING OF COUNCIL

**Monday August 21, 2017 at 7:00 p.m. – Council Chambers
102 Derby Street West, Alexandria, On K0C 1A0**

A Regular meeting of the Municipal Council was held on August 21, 2017 at 7:00 p.m., with Mayor Chris McDonnell presiding.

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

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

REGRETS: **Councillor (Lochiel Ward)** – Brian Caddell

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

Resolution No. 1

Moved by: Carma Williams

Seconded by: Michel Depratto

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

Carried

3. **ADOPTION OF PREVIOUS MINUTES**

Resolution No. 2

Moved by: Jamie MacDonald

Seconded by: Carma Williams

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

Regular Meeting of Council – August 8, 2017
Special Meeting of Council – August 15, 2017

Carried

4. **DELEGATION(S)**

a) Mr. Allan MacDonald re: 200th Anniversary of the foundation of Alexandria

Allan MacDonald presented information re. planned activities to commemorate Alexandria's 200th anniversary in 2019 including a request for Council to provide cashflow financing, to be repaid by the event revenues and generally support the event via in-kind staff time.

b) Kennel By-law – Ouellette Road residents

Stephen Lightstone representing Ouellette Road area neighbours presented information for Council's consideration re. the manner that kennel licenses and applications are handled by the Township and the impact of a nearby kennel on the enjoyment of their properties and real estate values.

5. COMMITTEE RECOMMENDATIONS

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

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

8. TREASURY DEPARTMENT – Johanna Levac, Treasurer

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

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

a) Zoning Amendment – Z-05-2017

Resolution No. 3

Moved by: Jacques Massie

Seconded by: Jeff Manley

That the Council of the Township of North Glengarry approve by-law Z-05-2017 and that the By-law be read a first, second and third time in Open Council this 21st day of August, 2017.

Carried

Action – CL

b) Zoning Amendment – Z-06-2017

Resolution No. 4

Moved by: Jeff Manley

Seconded by: Jacques Massie

That the Council of the Township of North Glengarry approve by-law Z-06-2017 and that the By-law be read a first, second and third time in Open Council this 21st day of August, 2017.

Carried

Action – CL

c) Zoning Amendment – Z-07-2017

Resolution No. 5

Moved by: Jeff Manley

Seconded by: Jacques Massie

That the Council of the Township of North Glengarry approve by-law Z-07-2017 and that the By-law be read a first, second and third time in Open Council this 21st day of August, 2017.

Carried

Action – CL

d) By-law 36-2017 Site Plan Agreement for Choice Properties Limited

Resolution No. 6

Moved by: Michel Depratto

Seconded by: Carma Williams

That the Council of North Glengarry authorizes the Clerk and Mayor to enter into a site plan agreement with Choice Properties Limited Partnership C/O CP Reit Ontario Properties; and

That Council adopt by-law 36-2017 and that by-law be read a first, second, third time and enacted in Open Council this 21st day of August, 2017.

Carried

Action - CL

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

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

a) **Agreement between the Township and Xplornet for a tower access**

Resolution No. 7

Moved by: Carma Williams

Seconded by: Michel Depratto

THAT, the Council of the Township of North Glengarry authorizes the CAO Clerk and/or the Director of Public Works to enter in to an agreement with Xplornet based on the negotiated terms and conditions.

Carried

Action – RM/DG

b) **Fraser Road Bridge – Superstructure Purchase authorization**

Resolution No. 8

Moved by: Jamie MacDonald

Seconded by: Carma Williams

THAT, the Council of the Township of North Glengarry authorizes the Public Works Department to purchase the superstructure for Fraser Rd. Bridge from Algonquin Bridge in the amount of \$112,760 excluding HST.

Carried

Action - RM

12. **CORRESPONDENCE**

a) Public Works Advisory Committee Minutes – June 19, 2017

13. **NEW BUSINESS**

14. **NOTICE OF MOTION** - Next Meeting of Council, September 11, 2017.

15. **QUESTION PERIOD**

16. **CLOSED SESSION BUSINESS**

Resolution No. 9

Moved by: Jacques Massie

Seconded by: Brian Caddell

Proceed "In Camera" Session,

That the Council of the Township of North Glengarry proceeds in Camera under Section 239 (2) of the *Ontario Municipal Act* at 7:50 p.m., in order to address,

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

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

And adopt the minutes of the Municipal Council “In Camera” session meeting of August 8, 2017 and August 15, 2017.

Carried

Resolution No. 10

Moved by: Jeff Manley

Seconded by: Jacques Massie

That we return to the Regular Meeting of Council at 8:19 p.m.

Carried

17. CONFIRMING BY-LAW

Resolution No. 11

Moved by: Jeff Manley

Seconded by: Jacques Massie

That the Council of the Township of North Glengarry receive By-law 37-2017; and

That Council adopt by-law 37-2017 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 37-2017 be read a first, second, third time and enacted in Open Council this 21st day of August, 2017.

Carried

18. ADJOURNMENT

Resolution No. 12

Moved by: Jacques Massie

Seconded by: Jeff Manley

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

Carried

Daniel Gagnon – CAO/Clerk

Mayor / Deputy Mayor

Section 4

DELEGATION

Section 5

COMMITTEE

RECOMMENDATIONS

Section 6

CAO/CLERK'S

DEPARTMENT

Daniel Gagnon

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 11, 2017

MOVED BY: _____

SECONDED BY: _____

That the CAO report re. Maxville Water Project – Engineering Services be received

And that the negotiation method of the township’s procurement policy be used to award a contract to CH2M Hill and JL Richards at an upset cost of \$113,631 and that

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

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

YEA

NEA

Section 6 Item a

6 (a)

TOWNSHIP OF NORTH GLENGARRY

STAFF REPORT

Date: September 7, 2017

To: Council

From: _____
Daniel Gagnon
CAO/Clerk

Re: Maxville Water Project – Engineering Services

Discussion:

In the spring of 2017, the Township of North Glengarry was approved for \$22.5 million for the Maxville water project. Based on the detailed design work that was already done when the drinking water source was from Cornwall, the project will need to be phased in different components or stages, beginning with the easiest to tender and construct. Phase 1 will be the water storage tower in Maxville, phase 2 will be the network of distribution pipes in Maxville, phases 3 and 4 will be the improvements to a water treatment plant and the transmission main transporting water from the source to Maxville.

The original design work for the regional water system from Cornwall was done with a 90% grant from the provincial government. Various issues have arisen that need to be addressed with updated engineering. The original designs are now over 3 years old and the source will not be Cornwall. The location of the water tower in Maxville was changed slightly after the designs were completed at the request of the property owner. In addition, Council has asked that installing sanitary sewer pipes in Maxville be considered where appropriate, necessitating more changes.

The original design and surveying work needed for the Maxville distribution pipes was done by the firms of CH2M Hill and JL Richards following a competitive RFP process.

All the changes listed above need to be engineered and the original design work updated and tenders prepared. Given that the original design work was done by CH2 / JLR and that time is of the essence, staff is recommending that a contract be awarded to those firms as detailed in their enclosed proposal. The cost of this work is eligible under the grant and will be reimbursed at 75%.

Recommendation:

That the CAO report re. Maxville Water Project – Engineering Services be received and that the negotiation method of the township's procurement policy be used to award a contract to CH2M Hill and JL Richards at an upset cost of \$113,631 and that the Mayor and CAO be authorized to execute any documents needed to implement this direction.

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 11, 2017

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry receives the Staff Report re. Garage on Municipal Property – Part Lot 7 Mill Square; and

THAT by-law 39-2017 to authorize the settlement agreement with the owner of the property at 2 Ottawa Ave and; that

The garage on municipal land, part lot 7 Mill Square be deemed surplus to the needs of the municipality and; that

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

That Council adopt by-law 39-2017 and that By-law be read a first, second, third time and enacted in Open Council this 11th day of September, 2017.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

YEA

NEA

Section 6 Item b

6(b)

TOWNSHIP OF NORTH GLENGARRY

STAFF REPORT

Date: September 7, 2017

To: Council

From: _____
Daniel Gagnon
CAO/Clerk

Re: Garage on Municipal Property – Part Lot 7 Mill Square

Discussion:

In the spring of 2016 the property known locally at the Gary Fen, 2 Ottawa St adjacent to Mill Square was sold. For years, if not decades, an adjacent garage was assumed to have been part of the property at 2 Ottawa St. As part of ongoing research into improvements in Mill Square the garage was determined to be solely resting on land that is owned by the Township of North Glengarry. The land must remain municipal as it part of a lease to the RRCA for access to the Garry River dam and figures prominently in plans to beautify and improve Mill Square public access. The Township has no need for the garage structure and is making efforts now to secure a potential buyer for the structure only.

In late 2016 and early 2017 discussion were held with the new owners of the Gary Fen and an agreement reached that clearly spells out the next steps for the future of the garage. The agreement is attached and is outlined below. The agreement was signed based on closed session direction from Council in July but a bylaw is needed to formally execute the agreement.

Township agrees to: remove the garage within 4 months of signing the settlement agreement, consult with the owners of the Gary Fen and install some form of suitable privacy screening at the township's discretion but acting reasonably.

The owners agree to release any claims on the property, remove any personal effects in the garage (already done) and remove part of a fence that is on municipal property.

An ad was placed last week in the Glengarry News and on the township's website in the Tenders section. If a proponent wishes to purchase the property, they can submit a sealed bid (no min reserve). The proponent will have to relocate the building at their own expense before October 4, 2017. If no bids are received, the township will demolish the building before November 12, 2017.

Recommendation:

That the CAO report re. Garage on Municipal Property – Part Lot 7 Mill Square be received

and that a bylaw be passed to authorize the settlement agreement with the owner of the property at 2 Ottawa Ave and that

the garage on municipal land, part lot 7 Mill Square be deemed surplus to the needs of the municipality and that

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

SETTLEMENT AGREEMENT dated ^{July} June 12, 2017, between:

JOHANNE HAMEL
(the "Owner")

-and-

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
(the "Township")

WHEREAS the Owner is the registered owner of the property at municipal address 2 Ottawa Street W, Alexandria, Ontario legally described as Lot 11, RCP 129 (the "Property")

AND WHEREAS the Owner has advanced a claim that she has an interest in a detached shed or garage (the "Accessory Building") located on an abutting parcel of property legally described as Part 7 on Plan 14R-1398, being located on Part of Lot 38, Concession 2 Lochiel (the "Garage Parcel");

AND WHEREAS the Garage Parcel is part of a larger parcel of land all of which is owned by the Township and which is legally described as LT 30 W OF MAIN ST AND N OF LOCHIEL ST AND S OF RIVER GARRY PL 5; LT 31 W OF MAIN ST AND N OF LOCHIEL ST AND S OF RIVER GARRY PL 5; LT 32 W OF MAIN ST AND N OF LOCHIEL ST AND S OF RIVER GARRY PL 5; LT 33 W OF MAIN ST AND N OF LOCHIEL ST AND S OF RIVER GARRY PL 5; LT 34 W OF MAIN ST AND N OF LOCHIEL ST AND S OF RIVER GARRY PL 5; LT 35 W OF MAIN ST AND N OF LOCHIEL ST AND S OF RIVER GARRY PL 5; LT 36 W OF MAIN ST AND S OF RIVER GARRY PL 5; LT 37 W OF MAIN ST AND S OF RIVER GARRY PL 5; LT 38 W OF MAIN ST AND S OF RIVER GARRY PL 5; PT LT D W OF MAIN ST AND E OF OTTAWA ST AND N OF RIVER GARRY PL 5; PT LT 38 CON 2 LOCHIEL; PT LT 1-2 CON 3 KENYON AS IN TA6083 SRO, TA6059, TK14571 EXCEPT PARK AV, DERBY ST W, PT 3, 14R3658; DESCRIPTION MAY NOT BE ACCEPTABLE IN FUTURE AS IN TA6083, TA6059 & TK14571; NORTH GLENGARRY owned by the Township (the "Township Parcel");

AND WHEREAS the Owner advanced a claim of possessory title over the Garage Parcel;

AND WHEREAS the Township disagrees with the Owner's claim in respect of the Garage Parcel;



AND WHEREAS the parties to this Settlement Agreement desire to fully and finally settle the within matter on the following terms and conditions;

IN CONSIDERATION of these terms of settlement, including the mutual covenants contained herein, the parties to this Settlement Agreement will settle the within matter as follows:

1. The Owner agrees to:
 - a. Remove any and all personal property from the Accessory Building within ten (10) days of the date of execution of this Settlement Agreement;
 - b. Remove and/or relocate any fencing located on the Garage Parcel in which the Owner claims an interest at the Owner's cost within thirty (30) days of the date of execution of this Settlement Agreement;
 - c. Execute a mutual full and final release from any claims arising out of the access, ownership, relocation of demolition of the Accessory Building.

2. The Township agrees to:
 - a. Remove the Accessory Building at its own cost no later than four (4) months after the date of execution of this Settlement Agreement;
 - b. Contract with a surveyor to mark the boundary line between the Property and the Township Parcel at their cost;
 - c. Hire a landscape architect to propose viable options for a reasonable privacy screen at their cost. The Township reserves the right to choose the appropriate type of privacy screen;
 - d. Install a privacy screen on the boundary between the Property and the Township Parcel in conformity with applicable by-laws at their cost;
 - e. Consult with all appropriate stakeholders and neighboring property owners, as deemed appropriate should the Township adopt a plan for redevelopment of the area known as Mills Square; and
 - f. Execute a mutual full and final release from any claims arising out of the access, ownership, relocation of demolition of the Accessory Building.



3. This Settlement Agreement may be executed in counterparts and by facsimile or pdf transmission signature, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.
4. This Settlement Agreement shall be construed in accordance with Ontario law and the courts of Ontario shall have jurisdiction in respect of any dispute arising pursuant to the terms of this Settlement Agreement.
5. This Agreement, including the Mutual Full and Final Release dated ~~June~~ ^{July 12} ~~___~~, 2017 constitutes the entire agreement between the parties concerning the subject matter and supersedes all prior statements, representations, discussions, negotiations and agreements, both oral and written.
6. In the event that any one or more of the provisions of this Settlement Agreement is found to be illegal or unenforceable, this Settlement Agreement will nevertheless remain in full force and effect, and such term or provision will be deemed severed and replaced with a provision most closely reflecting the original intent of the parties which is enforceable at law.
7. This Settlement Agreement shall be binding on the respective parties hereto and their successors, heirs or administrators, as the case may be.

[Signature page follows]

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke at the bottom.

This Settlement Agreement is effective as at July 12, 2017.

The Corporation of the Township of North Glengarry

Per: Chris McDonnell
Name: Chris McDonnell
Title: Mayor

I have authority to bind the Corporation.

The Corporation of the Township of North Glengarry

Per: [Signature]
Name: Daniel Gagnon
Title: CAO/Clerk

I have authority to bind the Corporation.

[Signature]
Johanne Hamel, personally as Owner
Date of signature: July 12-17

[Signature]
Name: ROBERT E. TOLHURST
I witnessed Johanne Hamel's signature.
Date of signature: July 12-17

CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW 39-2017

Being a by-law of the Township of North Glengarry delegating authority to the Mayor and the CAO to enter into a settlement agreements with Johanne Hamel.

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

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

AND WHEREAS Section 23.1 (1) of the Municipal Act, S.O. 2001, c.25, authorizes a municipality to delegate its powers and duties under this or any other Act to a person or body;

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

THAT the Mayor and the CAO are authorized to enter into the settlement agreement with Johanne Hamel the owner of the property at 2 Ottawa Ave. Alexandria and the garage on municipal land, part lot 7, Mill Square be deemed surplus to the needs of the municipality;

AND FURTHER, the Mayor and CAO be authorized to execute any documents needed to implement this direction

READ a first, second and third time and enacted in open Council, this 11th day of September, 2017.

Clerk / Deputy Clerk

Mayor / Deputy Mayor

I hereby certify that this is a true copy of By-Law No. 39-2017 and that such by-law is in full force.

Date Certified

Clerk / Deputy Clerk

Section 7

COMMUNITY SERVICES

DEPARTMENT

Anne Leduc

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 11, 2017

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry receives the Staff Report on the Vacancy on the Arts, Culture and Heritage Committee; and

THAT Council defers the appointment of a new member until after the 2018 Committee nominations following the election.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

YEA

NEA

Section 7 Item a

7(a)

TOWNSHIP OF NORTH GLENGARRY

STAFF REPORT

Date: September 11, 2017
To: Council
From: Anne Leduc, Director of Community Services

Approved: Daniel Gagnon, CAO/Clerk

Re: Vacancy on the Arts, Culture and Heritage Committee

BACKGROUND:

The Arts, Culture and Heritage Advisory Committee is a Committee of Council whereby members are appointed for a four (4) year term. The terms of reference for the committee are as follows:

- to promote and support arts, culture and heritage as central elements in the well-being of North Glengarry;
- to report on matters referred to it by the Council;
- to process matters referred by the Chief Administrative Officer;
- to assist the municipal administration in the development of recommendations concerning Council policy;
- to assist municipal administration, when requested, to develop administrative policies;
- to review and vet application to the community grant program;
- to act as a Municipal Heritage Committee and advise and assist Council on all matters relating to Parts IV and V of the *Ontario Heritage Act*, R.S.O. 1990, CHAPTER O.18;
- foster cross-cultural cooperation by liaising with community groups and stakeholders;
- advocating on behalf of arts, culture and heritage in the community.

Council appoints two (2) members of Council and five (5) lay persons to this committee that is representative of the population of the Township of North Glengarry. Ms. Nicole Geoffrion, a member nominated following the 2014 election, regrestfully tendered her

resignation to the Committee in the Spring. A review of the Procedural By-law 23-2017, which is the By-law to provide rules governing the proceeding of the Township of North Glengarry and the conduct of its members, contains no mechanism to appoint individuals if a member departs prior to the end of the term.

At this point in its mandate, the Arts, Culture and Heritage Committee has been functioning well and meeting all of its responsibilities as prescribed by Council. Committee members have expressed concerns on initiating a nomination process and the timeframe required to advertise, interview, select, appoint, and integrate a new member to this Committee given the short period of time left before the 2018 elections.

The following resolution was passed unanimously by email on August 24th, 2017, by the Arts, Culture and Heritage Committee following a review of the Township's By-laws:

Resolution:

That the Arts Culture and Heritage Committee mandate the Director of Community Services to prepare a Staff Report to Council recommending that the appointment of a new member to the ACHC be deferred until the 2018 Committees nominations following the election.

FINANCIAL IMPACT

None

SUPPORTING DOCUMENTATION

None

RECOMMENDATION:

THAT the Council of the Township of North Glengarry receives the Staff Report on the Vacancy on the Arts, Culture and Heritage Committee; and

THAT Council defers the appointment of a new member until after the 2018 Committee nominations following the election.

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 11, 2017

MOVED BY: _____

SECONDED BY: _____

That Council accepts the staff report on the Community Improvement Plan application for 11 Mill Square; and

That Council approves the application for a Financial Incentive Program Grant Program B (Building Improvement and Infill Grant) in the amount of up to \$7,500; a Program E (Building Permit Fee Grant) up to a maximum of \$750, with the possibility of a Planning Fee Grant of \$500 pending Council approval of a future CIP amendment; Program F (Tax Increment Grant).

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

YEA

NEA

Section 7 Item b

7(b)

TOWNSHIP OF NORTH GLENGARRY

Staff Report

Date: September 11, 2017
To: Council
From: Tara Kirkpatrick – Economic Development and Communications Officer on behalf of the Community Improvement Plan Approvals Committee (CIPAC)

Anne Leduc

Approved:

Anne Leduc, Director of Recreation & Community Services

Approved:

Daniel Gagnon, CAO/Clerk

Re: Community Improvement Plan Application Request

Background:

The North Glengarry Community Improvement Plan was adopted by By-Law 05-2016 on February 8, 2016, and came into force on March 1, 2016. The budget for the 2017 financial incentives program will be adopted with the municipal budget. The allotment for the interest-free municipal loan is derived from the reserves.

CIP Application: 11 Mill Square, Alexandria (FESTOOL)

Owner: Claude Ouellette and Micheline Helene Ouellette

Projected cost of improvements: \$30,000

Grant request: \$7,500 + Building Permit Fee Grant

FESTOOL is located in Mill Square. The building was used as a garage in the 1930s and has been owned by the current owners since 1967. Over the past two years the property owners have undertaken significant improvements to the building, including replacing all of the windows and doors.

The property owners, Claude and Micheline Ouellette would like to continue to improve upon the exterior façade of their building by changing the steel roof. They have requested a Community Improvement Plan (CIP) grant. The Community Improvement Plan Approvals Committee (CIPAC) met on September 5, 2017, to review the application.

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

That the Community Improvement Plan Approvals Committee (CIPAC) approves a Financial Incentive Program request, as submitted by Claude Ouellette, for the property situated at 11 Mill Square, in Alexandria.

This includes a **Program B (Building and Infill Grant)** representing a matching grant of 50% up to a maximum of \$7,500 to conduct work on two facades; a **Program E (Building Permit and Infill Grant)** equal to 100% of the eligible permit fees of a maximum of \$750, with the possibility of a Planning Fee Grant of \$500 pending Council approval of a future CIP amendment; a **Program F (Tax Increment Grant Program)**, as submitted by the property owner, Claude Emile Ouellette and Micheline Helene Ouellette, for the property situated at 11 Mill Square, in Alexandria.

11 Mill Square, Alexandria, Estimated Total Costs

Building Improvement & Infill Grant (Program B)

A matching grant of up 50% up to \$7,500 for two facades

- a) Remove the old roofing and replace it with new, 28 gauge metal roofing in Dark Brown Burgundy (Vicwest Colour 57319). Roof will be installed laterally in same style as existing metal roof which is in bad condition.
- b) Supply and install new aluminum soffits and fascia (brown colour to match roofing material)
- c) Build front canopy extension of 12" and cover it with brown aluminum. Cover top two rows of bricks with white aluminum of boards of customers choosing. Build our the back side of the front wall to deflect rain and snow and to support the front canopy.
- d) Repoint the front cement blocks

Estimated Cost: **\$16,413.25** including tax.

	<p>Eligible for 50% (\$8,206.63)</p> <p>Estimated grant: A matching grant of 50% up to a maximum of \$7,500.</p>
<p>Building Permit & Infill Grant Program (Program E) A grant equal to 100% of the eligible building fee up to a maximum of \$750.</p>	Eligible
Tax Increment Grant Program (Program F)	Eligible

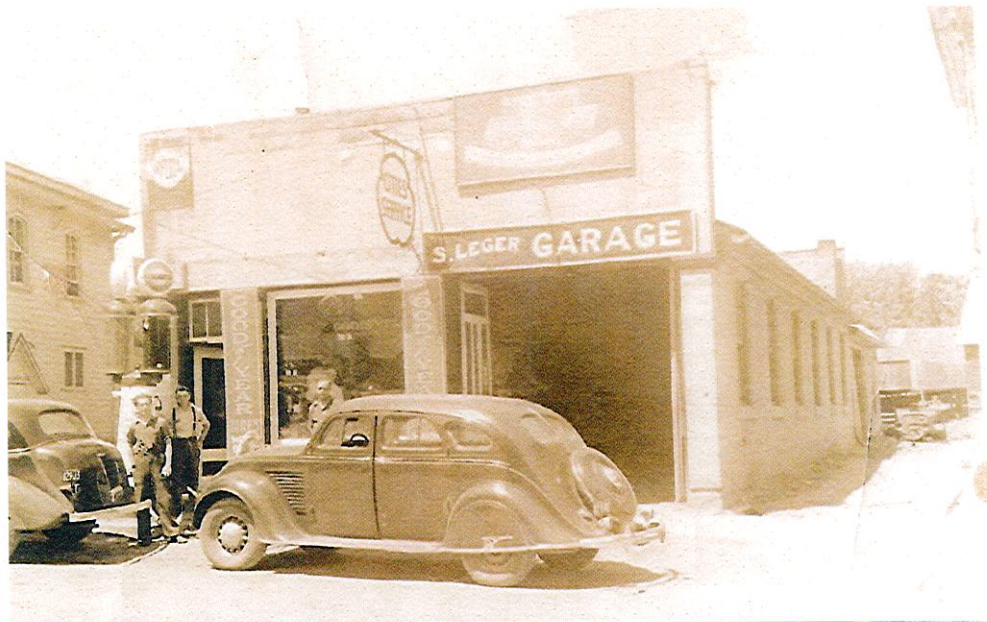
Total Eligible Costs: \$16,413.25 including tax

Total Eligible Grant: **\$8,250**

- Program B: **\$7,500**
- Program E: **\$750**
- Program F: Tax Increment Grant



11 Mill Square: 1930s historic photo alongside picture from 2017



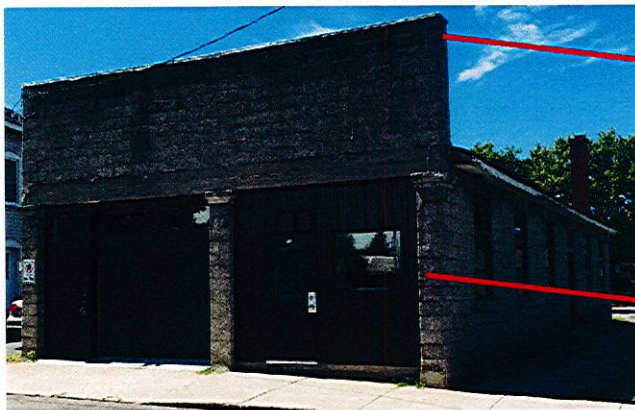
11 Mill Square Alexandria (FESTOOL)

- Replace roof with 28-gauge Ultravac Metal Roofing in Dark Brown Burgundy (Vicwest Colour 57319). Roof will be installed laterally in the same style as the existing metal roof.

- New aluminum soffits and fascia will be installed in the same colour as the roof.



Vicwest Burgundy 57319



- Barnwood, or a piece of wood resembling barnwood, will be installed on the two top layers of bricks on the front facade.

- The front canopy will be extended by 12" and it will be reinforced in the rear.

- Repoint the cement blocks on the front facade

Estimated cost for eligible repairs \$16,413.25

Estimated Program B Grant: A matching grant of 50% up to a maximum of \$7,500 for work on two facades

Options and Discussion

1. That Council approves the application for a Financial Incentive Program Grant Program B (Building Improvement and Infill Grant) in the amount of up to \$7,500; a Program E (Building Permit Fee Grant) up to a maximum of \$750, with the possibility of a Planning Fee Grant of \$500 pending Council approval of a future CIP amendment; Program F (Tax Increment Grant). **(Recommended)**
2. That Council refuses the CIP request. (Not recommended)
3. Other

Recommendation:

That Council accepts the staff report on the Community Improvement Plan application for 11 Mill Square; and

That Council approves the application for a Financial Incentive Program Grant Program B (Building Improvement and Infill Grant) in the amount of up to \$7,500; a Program E (Building Permit Fee Grant) up to a maximum of \$750, with the possibility of a Planning Fee Grant of \$500 pending Council approval of a future CIP amendment; Program F (Tax Increment Grant).

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 11, 2017

MOVED BY: _____

SECONDED BY: _____

THAT Council accepts the staff report on the Community Improvement Plan application for 33 Main Street North, Alexandria; and

THAT Council approves the application for a Financial Incentive Program Grant Program A (Planning and Design Grant) of \$31.64; Program B (Building Improvement and Infill Grant) in the amount of up to \$7,500; Program C (Civic Address Signage Grant) of up to \$75; Program E (Building Permit Fee Grant) up to a maximum of \$750, with the possibility of a Planning Fee Grant of \$500 pending Council approval of a future CIP amendment; Program F (Tax Increment Grant) and Program G (Municipal Loan Program) of between \$5,000 and \$10,000.

Carried	Defeated	Deferred
_____	_____	_____

MAYOR / DEPUTY MAYOR

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

Section 7 Item c

7(c)

TOWNSHIP OF NORTH GLENGARRY

Staff Report

Date: September 11, 2017
To: Council
From: Tara Kirkpatrick – Economic Development and Communications Officer on behalf of the Community Improvement Plan Approvals Committee (CIPAC)

Anne Leduc

Approved:

Anne Leduc, Director of Recreation & Community Services

Approved:

Daniel Gagnon, CAO/Clerk

Re: Community Improvement Plan Application Request

Background:

The North Glengarry Community Improvement Plan was adopted by By-Law 05-2016 on February 8, 2016, and came into force on March 1, 2016. The budget for the 2017 financial incentives program will be adopted with the municipal budget. The allotment for the interest-free municipal loan is derived from the reserves.

CIP Application: 33 Main Street North, Alexandria (Comfort Water and Heating)

Owner: Gerald Ouellette

Projected cost of improvements: \$25,000

Grant request: \$7,606.64 + Building Permit Fee Grant

Interest-Free Loan: \$5,000 - \$10,000

Gerald Ouellette has requested a Community Improvement Grant to conduct extensive work on the façade of his building, which is estimated to have been constructed in the late 1800s or early 1900s. The building is currently being rented to “Comfort Water and Heating”.

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

That the Community Improvement Plan Approvals Committee (CIPAC) approves a Financial Incentive Program request, as submitted by Gerald Ouellette, for the property situated at 33 Main Street North, in Alexandria.

This includes a **Program A (Planning and Design Grant)** of \$31.64 representing 50% of the value of the invoices submitted be paid in two equal installments; A **Program B (Building and Infill Grant)** representing a matching grant of 50% up to a maximum of \$7,500 to conduct work on the West and North facades; A **Program C (Civic Address Signage Grant)** for civic address signs at one locale, upon receipt of the paid invoice(s) and the completion of the approved work; a **Program E (Building Permit and Infill Grant)** equal to 100% of the eligible permit fees of a maximum of \$750, with the possibility of a Planning Fee Grant of \$500 pending Council approval of a future CIP amendment; a **Program F (Tax Increment Grant Program)**; and to a **Program G (Municipal Loan Program)** up to a maximum of \$10,000, as submitted by the property owner, Gerald Ouellette, for the property situated at 33 Main Street North, in Alexandria.

33 MAIN STREET NORTH, ALEXANDRIA, ESTIMATED TOTAL COSTS

<p>PLANNING & DESIGN GRANT (PROGRAM A)</p>	<p>1.5 hours of Graphic Design to create artistic rendering of project. Total Cost of \$31.64. Property Owner is eligible for 50% Total Grant: \$31.64 paid in two equal installments.</p>
<p>BUILDING IMPROVEMENT & INFILL GRANT (PROGRAM B) <i>A MATCHING GRANT OF UP 50% UP TO \$7,500 FOR TWO FACADES</i></p>	<ul style="list-style-type: none"> a) Replace 2 picture windows on the front (West) façade. b) Replace the front door and transom window. c) Replace the shop door on the North Side. d) Replace 4 windows on the North Side. e) Install 4 goose neck lights above the existing commercial sign on the front façade. f) Apply a Permatint stain (“Flame” colour) on the bricks on the West and North facades g) Paint the wood trim and siding in “Dulch Chocolate Kiss A1694”

h) Paint the aluminum siding in "Dulux Camel Tan A1824)

**Estimated Cost: \$22,837.76 including tax.
Eligible for a matching grant of 50 % (50% of this is \$11,418.88), up to a maximum of \$7,500**

Estimated Program B Grant: \$7,500

CIVIC ADDRESS SIGNAGE (PROGRAM C)

A matching grant of 75%, up to \$75 for a civic number sign in conformity with the established guidelines.

Estimated Program B Grant: \$75

**BUILDING PERMIT & INFILL GRANT
PROGRAM (PROGRAM E)**

Eligible

*A GRANT EQUAL TO 100% OF THE ELIGIBLE BUILDING FEE UP
TO A MAXIMUM OF \$750.*

**TAX INCREMENT GRANT PROGRAM
(PROGRAM F)**

Eligible

**CIP MUNICIPAL LOAN PROGRAM
(PROGRAM G)**

Estimated Loan: \$10,000

Total Eligible Grant: \$8,356.64 + \$10,000 Loan

Program A: \$31.64

Program B: \$7,500

Program C: \$75

Program E: \$750

Program F: Tax Increment Grant

Program G: \$10,000 Loan



Cornices to be painted in Dulux Paint, colour "Chocolate Kiss A1694"

Apply PermaTint brick stain to the bricks on the West and North facades. Colour: "Flame" (PT 3052)



Install 4 gooseneck lights above the existing sign.

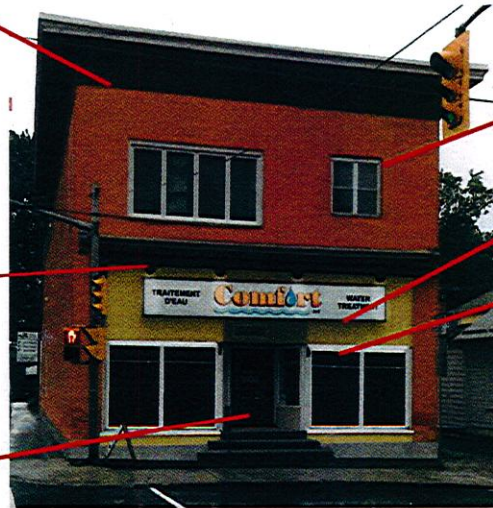
Aluminum siding to be painted in Dulux Paint, colour "Camel Tan A1824"



Replace the two front windows, as well as the front door & transom window.



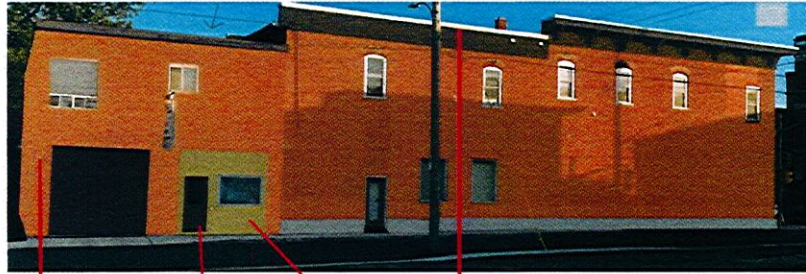
Sample image of proposed front door and transom window. Finished in "Nutmeg" brown. Custom design.



**33 Main Street North, Alexandria
Front (West) Facade**



33 Main Street North, Alexandria Side (North) Facade



Above: Projected changes. Below: Existing building

Install new shop door and side window,
- Replace 3, second storey windows

Paint Aluminum siding in Dulux Paint, colour "Camel Tan A1824"

Paint cornices in Dulux Paint, colour "Chocolate Kiss A1694"

Shop door similar to above image, in Nutmeg (brown) finish.

Stain entire North facade in "Flame" PermaTint stain.. The rear section is currently covered in white PVC siding. It will be painted in a matching shade of paint.



Options and Discussion

1. That Council approves the application for a Financial Incentive Program Grant Program A (Planning and Design Grant) of \$31.64; a Program B (Building Improvement and Infill Grant) in the amount of up to \$7,500; A Program C (Civic Address Signage Grant) of up to \$75; a Program E (Building Permit Fee Grant) up to a maximum of \$750, with the possibility of a Planning Fee Grant of \$500 pending Council approval of a future CIP amendment; a Program F (Tax Increment Grant) and a Program G (Municipal Loan Program) of between \$5,000 and \$10,000 **(Recommended)**
2. That Council refuses the CIP request. (Not recommended)
3. Other

Recommendation:

THAT Council accepts the staff report on the Community Improvement Plan application for 33 Main Street North, Alexandria; and

THAT Council approves the application for a Financial Incentive Program Grant Program A (Planning and Design Grant) of \$31.64; Program B (Building Improvement and Infill Grant) in the amount of up to \$7,500; Program C (Civic Address Signage Grant) of up to \$75; Program E (Building Permit Fee Grant) up to a maximum of \$750, with the possibility of a Planning Fee Grant of \$500 pending Council approval of a future CIP amendment; Program F (Tax Increment Grant) and Program G (Municipal Loan Program) of between \$5,000 and \$10,000.

7(d)

TOWNSHIP OF NORTH GLENGARRY

KEY INFORMATION REPORT

Date: September 5, 2017
To: Council
From: Tara Kirkpatrick – Economic Development and Communications Officer

Re: Economic Development Activities

CIP & Other Funding Opportunities

- Fielded CIP information requests from numerous residents and business owners, including:
 - 3 Main Street North, Maxville (LCBO)
 - 7-7a Main Street South, Maxville (Residential property)
 - 9 Main Street South, Maxville (Country Girls Café)
 - 18 Main Street North, Maxville (Residential property)
 - 22 Main Street, Maxville (Pronto building)
 - 32 Main Street North, Maxville (Residential property)
 - 1 Mechanic Street, Maxville (The Kilted Canuck)

 - 8 Main Street South, Alexandria (The Priest's Mill)
 - 17-19 Main Street South, Alexandria (Town and Country Flowers)
 - 33 Main Street North, Alexandria (Comfort Water Treatment)
 - 39 Main Street North, Alexandria (Commercial)
 - 44 Main Street North, Alexandria (Wine Maker's)
 - 52 Main Street, Alexandria (Residential)
 - 48-50 Main Street North, Alexandria (Commercial)
 - 48-58 Main Street South, Alexandria (Mixed commercial)
 - 11 Mill Square, Alexandria (FESTOOL)

- Provided CIP brochures and information to numerous other businesses in Maxville and Alexandria.
- Worked with the two Heritage Coordinators to prepare their final reports on the hamlets, for Phase II expansion of the CIP.
- During the month of August two new CIP projects were submitted to the Community Improvement Plan Approvals Committee (CIPAC) and reviewed at its September 5, 2017 meeting.

- Construction was completed on the CIP project located at 39 Main Street, Alexandria and steps were taken to begin closing the file.

Conferences & Networking Opportunities

- August 1, 2017: Attended the GIS training session conducted by staff from the United Counties of Stormont, Dundas and Glengarry. Training was held at the North Glengarry Township office.
- August 2, 2017: Met with Josiane Barebereho to discuss programs available through the Réseau de développement économique et d'employabilité (RDÉE Canada).
- August 17, 2017: Participated in the Economic Development Officer Working Group (EDOWG) meeting, which was held in Cornwall at the United Counties of Stormont, Dundas and Glengarry.
- August 17, 2017: Attended the job fair hosted by the Glengarry Inter-Agency Group (GIAG).
- August 29, 2017: Participated in the SDG Community Improvement Plan (CIP) Working Group meeting, which was held at the Township of South Stormont.
- August 30, 2017: Participated in the round table meeting on the Cross Border Partnership Program, which was hosted by the Community Futures Development Corporation at the A'nowara'Ko:Wa Arena, on Cornwall Island, in Akwesasne.

Communications

- Prepared the monthly ad "What's New in North Glengarry," which appeared in the Glengarry News.
- Assisted the Apples and Art Tour organizers with a request for temporary signage to be installed in Alexandria.
- Attended the Glengarry Highland Games, where I took numerous photos and videos to post on the Township of North Glengarry Facebook page, including photos of Mayor McDonnell and dignitaries with Prime Minister Justin Trudeau.
- Prepared a press release for the Water Works Department titled "Watermain replacement on Kenyon Street East to start on August 21." This press release was shared with local media and posted on the Township website and Facebook page.
- Liaised with Via Rail and the office of MP Francis Drouin to arrange a commemorative service for the 100th anniversary of the Alexandria Train Station. This service will be held on Friday, September 21, 2017, at 1:30 p.m.
- Social media updates (job postings, event postings, etc.). Saw continued growth to the audience on the North Glengarry Facebook Page.

Varia

- Met with a couple who are moving to Alexandria with their four children. The husband was recently recruited to a management position at one of the local manufacturing

facilities. They were inquiring about living accommodations, schools, business opportunities and municipal services.

- Responded to an information request made by an individual wanting to know if it would be possible to run a concession in Mill Park, renting kayaks and paddle boards.
- Met with interested parties to discuss the sale of St. Elmo's Congregational Church. As part of this conversation I also met with a representative of MPAC.
- Responded to requests for information relating to the Community Grants Program.

Business Retention and Expansion

- Continued to assist the Operations Manager at one of the local manufacturing facilities with a request for assistance related to staffing. Liaised with representatives from the Glengarry Inter-Agency Group (GIAG), the Eastern Ontario Training Board and Job Zone in this regard. This organization participated in a job fair hosted by GIAG and has since taken steps to address these specific labour shortages.
- I met with a representative from a potential anchor tenant interested in relocating to Alexandria. As part of this process I tracked down six available rental locations in the area specified by the client and arranged visitations at each of these commercial locations.

COMMENTS

This report is presented for information purposes only.

Section 8

TREASURY DEPARTMENT

Johanna Levac

Section 9

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

Gerry Murphy

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 11, 2017

MOVED BY: _____

SECONDED BY: _____

That Council of the Township of North Glengarry hereby adopt by-law 38-2017 being a by-law to dedicate certain lands for road widening purposes and that by-law 38-2017 be read a first, second and third time and enacted in Open Council this 11th day of September 2017.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

YEA

NEA

Section 9 Item a

9(a)

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NUMBER 38-2017

A BY-LAW TO CONFIRM THE ACQUISITION OF CERTAIN LANDS AND TO DEDICATE THE SAME AS PART OF THE PUBLIC HIGHWAYS TO BE KNOWN AS CARR STREET.

- REF.: a) *The Municipal Act 2001, S.O. 2001, c. 25 Section 31 and amendments thereto;*
 b) *The Public Transportation and Highway Improvement Act, R.S.O. 1990, Chapter P. 50, Section 44, Subsection 4 and amendments thereto;*

WHEREAS the Corporation deems it expedient to acquire those parts of PIN 67103-0599 being Part of Lots 6-7, Con 17 Indian Lands Kenyon, Township of North Glengarry, designated as Part 2 on Plan 14R6344 for the purpose of future widening of Carr Street.

AND WHEREAS the Corporation of the Township of North Glengarry deems it expedient that the acquisition be confirmed and that the said lands be assumed and dedicated as part of the public highway.

NOW THEREFORE the Council of the Corporation of the Township of North Glengarry **HEREBY ENACTS AS FOLLOWS:**

- 1) That the acquisition by The Corporation of the Township of North Glengarry of those parts of PIN 67103-0599 being Part of Lots 6-7, Con 17 Indian Lands Kenyon, Township of North Glengarry, designated as Part 2 on Plan 14R6344 for the purpose of future right of way widening of Carr Street.
- 2) That the said lands acquired, more particularly described in paragraph (1) of this By-Law be and are hereby dedicated as parts of the public highway to be known as Carr Street.
- 3) That the Mayor and Clerk of the Corporation of the Township of North Glengarry be and they are hereby authorized to execute all documents and take whatever steps Council for the said Corporation may advise and as may be required to give effect to these presents.

READ A First, Second and Third Time and duly enacted this 11th day of September 2017.

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 38-2017, duly adopted by the Council of the Township of North Glengarry on the 11th day of September, 2017.

Date Certified

CAO/Clerk / Deputy Clerk



Étude Légale Tolhurst Law Office

93 rue Main St E, Box 730
Vankleek Hill (Ontario) K0B 1R0
Tel: 613 678-3345 | Fax: 613 678-3251

Robert E. Tolhurst, B. Sc., LL.B.
Barrister & Solicitor/Avocat & Notaire
rtolhurst@bellnet.ca

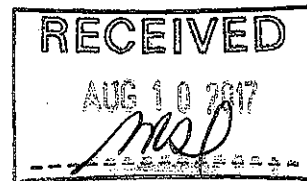
Alexandra Nantel-Soucy, LL.B., J.D.
Barrister & Solicitor/Avocate & Notaire
alexandra.tolhurstlaw@gmail.com

August 3, 2017

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

Attention: Gerry Murphy
Chantal Lapierre

Re: Land Division file B-100/16 – Murray McEwen
Our File: T-15486



We represent Murray McEwen in the above Land Division matter.

The survey herein shows that Car Street as travelled is located on lands owned by our client. We need to transfer this to the Municipality. A copy of Plan 14R6344 is enclosed.

Enclosed, please find the draft Transfer with Acknowledgement and Direction to be signed on behalf of the Township. We agree to register this on title and also register a By-law of the Municipality to authorize the purchase and to dedicate the lands as part of the public highway.

Please provide us with the signed Acknowledgement and Direction and By-law at your earliest convenience.

Yours very truly,

ROBERT E. TOLHURST

RET:sa

Encl.

ACKNOWLEDGEMENT AND DIRECTION

TO: Suzanne Asselin
(Insert lawyer's name)

AND TO: ROBERT E. TOLHURST
(Insert firm name)

RE: Transfer to CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY (the transaction")
(Insert brief description of transaction)

This will confirm that:

- I/We have reviewed the information set out in this Acknowledgement and Direction and in the documents described below (the "Documents"), and that this information is accurate;
- You, your agent or employee are authorized and directed to sign, deliver, and/or register electronically, on my/our behalf the Documents in the form attached.
- You are hereby authorized and directed to enter into an escrow closing arrangement substantially in the form attached hereto being a copy of the version of the Document Registration Agreement, which appears on the website of the Law Society of Upper Canada as of the date of the Agreement of Purchase and sale herein. I/We hereby acknowledge the said Agreement has been reviewed by me/us and that I/We shall be bound by its terms;
- The effect of the Documents has been fully explained to me/us, and I/we understand that I/we are parties to and bound by the terms and provisions of the Documents to the same extent as if I/we had signed them; and
- I/we are in fact the parties named in the Documents and I/we have not misrepresented our identities to you.
- I, _____, am the spouse of _____, the (Transferor/Chargor), and hereby consent to the transaction described in the Acknowledgment and Direction. I authorize you to indicate my consent on all the Documents for which it is required.

DESCRIPTION OF ELECTRONIC DOCUMENTS

The Document(s) described in the Acknowledgement and Direction are the document(s) selected below which are attached hereto as "Document in Preparation" and are:

- A Transfer of the land described above.
- A Charge of the land described above.
- Other documents set out in Schedule "B" attached hereto.

Dated at _____, this _____ day of _____, 20 17.

WITNESS

(As to all signatures, if required)

CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Properties

PIN 67103 - 0599 LT Interest/Estate Fee Simple Split
Description PT LTS 6-7 CON 17 INDIAN LANDS KENYON, PT 2 14R6344; NORTH GLENGARRY
Address MAXVILLE

Consideration

Consideration \$ 1.00

Transferor(s)

The transferor(s) hereby transfers the land to the transferee(s).

Name MCEWEN, MURRAY
Acting as an individual
Address for Service P.O. Box 69
Maxville, On.
K0C 1T0

I am at least 18 years of age.

The property is not ordinarily occupied by me and my spouse, who is not separated from me, as our family residence.

This document is not authorized under Power of Attorney by this party.

Transferee(s)

Capacity

Share

Name CORPORATION OF THE TOWNSHIP OF NORTH
GLENGARRY
Acting as a company
Address for Service 90 Main Street South
PO Box 700
Alexandria, On.
K0C 1A0

Calculated Taxes

Provincial Land Transfer Tax \$0.00

File Number

Transferor Client File Number : T-15486

LAND TRANSFER TAX STATEMENTS

In the matter of the conveyance of: 67103 - 0599 PT LTS 6-7 CON 17 INDIAN LANDS KENYON, PT 2 14R6344; NORTH GLENGARRY

BY: MCEWEN, MURRAY

TO: CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

%(all PINs)

1. I am

- (a) A person in trust for whom the land conveyed in the above-described conveyance is being conveyed;
- (b) A trustee named in the above-described conveyance to whom the land is being conveyed;
- (c) A transferee named in the above-described conveyance;
- (d) The authorized agent or solicitor acting in this transaction for ____ described in paragraph(s) () above.
- (e) The President, Vice-President, Manager, Secretary, Director, or Treasurer authorized to act for CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY described in paragraph(s) (c) above.
- (f) A transferee described in paragraph () and am making these statements on my own behalf and on behalf of ____ who is my spouse described in paragraph () and as such, I have personal knowledge of the facts herein deposed to.

3. The total consideration for this transaction is allocated as follows:

(a) Monies paid or to be paid in cash	1.00
(b) Mortgages (i) assumed (show principal and interest to be credited against purchase price)	0.00
(ii) Given Back to Vendor	0.00
(c) Property transferred in exchange (detail below)	0.00
(d) Fair market value of the land(s)	0.00
(e) Liens, legacies, annuities and maintenance charges to which transfer is subject	0.00
(f) Other valuable consideration subject to land transfer tax (detail below)	0.00
(g) Value of land, building, fixtures and goodwill subject to land transfer tax (total of (a) to (f))	1.00
(h) VALUE OF ALL CHATTELS - items of tangible personal property	0.00
(i) Other considerations for transaction not included in (g) or (h) above	0.00
(j) Total consideration	1.00

PROPERTY Information Record

A. Nature of Instrument: Transfer

LRO 14 Registration No.

Date:

B. Property(s):

PIN 67103 - 0599 Address

Assessment -
Roll No

MAXVILLE

C. Address for Service:

90 Main Street South
PO Box 700
Alexandria, On.
K0C 1A0

D. (i) Last Conveyance(s): PIN 67103 - 0599 Registration No.

(ii) Legal Description for Property Conveyed : Same as in last conveyance? Yes No Not known

Section 10

FIRE DEPARTMENT

Patrick Gauthier

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 11, 2017

MOVED BY: _____

SECONDED BY: _____

That North Glengarry Council pass a resolution authorizing the Fire Department to award the purchase of the Station 1 Pumper/Tanker truck to Battleshield Industries for the respective amount identified in the submission,

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

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

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

Section 10 Item a

10(a)

**TOWNSHIP OF NORTH GLENGARRY
STAFF REPORT**

Date: September 11th, 2017

To: Council

From: _____
Patrick Gauthier, Fire Chief

Daniel Gagnon, CAO/Clerk

Re: Pumper/Tanker Truck RFP Award

Discussion:

This report is being provided to Council in order to pass a by-law authorizing the North Glengarry Fire Department to award a truck tender to Battleshield Industries Limited. As per the 2017 budget, Council allocated funds for the replacement of the tanker in Alexandria (Station 1) due to its age and condition. This purchase will not only ensure operational readiness for Station 1, but will also help the Fire Department, as a whole, in reaching its goals of standardization and safety. It is worth noting that Battleshield Industries provided the only submission received by the Township.

Council approved \$400,000 in the 2017 budget for this purchase and the submission from Battleshield industries came in at \$396,997 plus HST. The Fire Department will tender the sale of the backup Pumper and the Tanker currently in service in Alexandria. This should offset the cost of the new Pumper/Tanker by at least \$20,000. There will be some extra costs involved to purchase equipment for this new vehicle. These purchases will be made using operating funds already available in the 2017 budget. The Fire Department also has access to funds from the recent sale of the old Maxville Pumper (\$18,000).

Recommendation:

That North Glengarry Council pass a resolution authorizing the Fire Department to award the purchase of the Station 1 Pumper/Tanker truck to Battleshield Industries for the respective amount identified in the submission,

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

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

Consultations:

Dan Gagnon, CAO

Patrick Gauthier, Fire Chief

Section 11

PUBLIC WORKS

DEPARTMENT

Ryan Morton

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 11, 2017

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry approve the tile drainage loan application for Roll # 011-009-25000 for the amount of \$50,000.00.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

YEA

NEA

Section 11 Item a

11(a)

Township of North Glengarry Staff Report

DATE: August 21, 2017

TO: Township of North Glengarry Council

FROM: Public Works Drainage Department

RE: Tile Drainage Loan Application

OBJECT: Recommend that Council approve the tile drainage loan application for the owner of Lot North pt. 12 Concession 5 Kenyon Ward North Glengarry Roll # 0111-011-009-25000

DISCUSSION: The Provincial Government provides tile drainage loans through participating Municipalities. The Provincial Government provides a loan of 75 % of the total cost of the project up to \$50,000.00 per year for 3 years at 6 % interest. This loan is collected as per property taxes over a period of 10 years.

RECOMMENDATION: The Municipality approve the loan application for Roll # 0111-011-009-25000 for the amount of \$50,000.00

PREPARED BY: Manson Barton
Drainage Superintendent
North Glengarry

Lin Scott Drainage Ltd.



P.O. Box 297, R. R. # 4,
Alexandria, Ontario K0C 1A0
Telephone: 613-525-1940



ESTIMATE

DATE: July 17/17

CUSTOMER'S NAME / NOM DU CLIENT		TOWNSHIP/MUNICIPALITE	
ADDRESS / ADRESSE		LOT NO.	CONC.
<u>2462 City Rd 34 Alexandria Ont.</u>		<u>12</u>	<u>5</u>
DESCRIPTIONS		AMOUNT MONTANT	
Estimate on 50' x 40' SPACING			
TILE: 55,000' of 4" "	.44	24,200.00	
500' of 6" "	1.20	1,008.00	
900' of 8" "	2.21	1,989.00	
1000' of 12" "	4.98	4,980.00	
		<u>32,177.00</u>	
FITTINGS:		<u>3,500.00</u>	
INSTALLATION: 55,000' of 4" "		.34	18,700.00
600' of 6" "	2.00	1,200.00	
900' of 8" "	2.50	2,250.00	
1000' of 12" "	3.00	3,000.00	
		<u>25,150.00</u>	
EXTRA: 30 hrs Ductblow	85.00	2,550.00	
20,000' PREP. 15		3,000.00	
2 Flats	270.00	540.00	
		<u>66,917.00</u>	
ESTIMATION No. <u>E-0071</u>		SUB-TOTAL <u>66,917.00</u>	
PREPARED BY: _____		R-102341707 H.S.	
		TOTAL <u>75,616.21</u>	

Corporation of the Township of
North Glengarry
P.O. Box 700 - 90 Main St. South
Alexandria, ON K0C 1A0
Tel: 613-525-1110 Fax: 613-525-1649

**TILE DRAIN LOAN
APPLICATION**

To: The Council of the Township of North Glengarry

Owners Name(s): _____

Address: 2462 County Road # 34 Alexandria On.
K0C 1A0

Telephone: _____ Roll # 0111-011-009-

Description of land: Concession 5 N Lot 12 HEYWOOD 25000

Proposed Drainage system

Number of Acres to be drained 50 Number of meters of tile 41,000m

Estimated cost of Drainage System

Loan amount requested 50,300
(75% Total cost)

Material cost \$ 36,000
Installation cost \$ 31,000.00
Inspection fee \$ 100.00

TOTAL COST \$ 67,100.00

Date proposed for the commencement of work Sept 1/17

I agree to the following when making this application:

- 1) Council has final decision in granting or refusing
- 2) I will be advised in writing of Council decision.
- 3) A tile drain inspector appointed by Council will report to Council that the work has been installed satisfactorily before any funds are advanced by the Loan.
- 4) All work must be carried out in accordance with The Agricultural Tile Drainage Installation Act.
- 5) Council shall levy and collect for the term of ten years once per year or your final tax billing.
- 6) Requests for early loan pay outs must be requested.
- 7) I have not applied or received loans this calender year and my balance owing on other outstanding loans is \$ 0.

Aug 15/17
Date

Owner Signature

Date

Owner Signature

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 11, 2017

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry authorizes the Public Works Department to execute a lease agreement with Sontrac Equipment as per the details attached to this report.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

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

Section 11 Item b

11(b)

TOWNSHIP OF NORTH GLENGARRY

STAFF REPORT

Date: September 11th, 2017

To: Council

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

Daniel Gagnon, CAO/Clerk

Re: Equipment Lease for RARE

Discussion:

This report is being provided to Council in order to authorize the lease of equipment for the RARE facility.

Staff has budgeted for the lease of 2 pieces of loading equipment for the RARE facility. The equipment is sourced to replace the existing skid steers that have become costly from a maintenance perspective. To replace the existing equipment with an outright purchase, the cost would be \$80K-\$90K per unit. This investment coupled with the maintenance costs didn't make a lot of sense to staff based on the lease values obtained through investigating options available. Furthermore, the capital purchase would have to be split and only a small portion would be funded through the blue box program. With the lease option, there is a chance that approximately 40% would be funded through the blue box grant program. However, those details remain to be seen.

With the lease of the new equipment, the Township will not have to pay for breakdowns, repairs or other related warranty type issues. The Township would be responsible for wear items such as brakes, tires and anything else that the Township would consume through regular use. These costs would be borne by the Township regardless of the type of equipment owned.

Staff received a recommendation from the Public Works Committee to proceed with the lease of the proposed equipment on a 3 year term.

DETAILS:

Staff reviewed equipment from the following dealers:

- JCB
- Kubota
- New Holland
- Case
- Bobcat
- Sontrac
- John Deere

Some of the aforementioned equipment was found unsuitable due to one or more of the following reasons:

- lack of loader strength,
- equipment size was inappropriate due to limited space in the recycling facility,
- equipment was uncomfortable for operators during day-long operation or ergonomically inappropriate for tall staff or poor line of sight in the vehicle,
- price was too high or long-term lease option was not available,
- sales department was not responsive in providing quotations.

Staff inspected the recommended equipment at the sales office or at a site where the equipment was operating. This report provides committee and council with the best options.

Staff recommends council/committee authorizes 3-year lease from Sontrac Equipment of one each of the Wacker Neuson loading equipment that were quoted. This recommendation is due to;

1. the need to replace aging equipment
2. pricing offered by Sontrac
3. high number of operational hours during the lease
4. strength and value of the equipment
5. provided warranty, and
6. health and safety concerns for the operators.

Financial:

See info attached. For comparison, the preferred 2 machines were evaluated against one another to determine the appropriate investment.

The recommended option is to lease from Sontrac which will cost the Township approximately \$27,118.68 per year excluding HST. This includes any and all breakdown maintenance, replacement/loaner equipment in the event of a breakdown.

There is potential for a rebate of approximately \$10,847 of increased blue box funding per year. However, the actual rebate may be more or less depending on how the costs are viewed by the stewards of the program.

STAFF Recommendation:

THAT the Council of the Township of North Glengarry passes a resolution authorizing the Public Works Department to execute a lease agreement with Sontrac Equipment as per the details attached to this report.

Consultations:

Public Works Committee
Dan Gagnon, CAO
Annie Levac, Treasurer
Linda Andrushkoff, RARE Manager

Attachments:

- 1- Financial Comparison
- 2- Historic Repair Costs
- 3- Images
- 4- Committee Resolution/Recommendation

	Sontrac		John Deere	
	Sontrac Equipment 1490 Dunning Rd. Cumberland, ON K4C 1P9		Greentech - St. Isidore 3905 Corbeil Rd. St. Isidore, ON K0C 2B0	
Machine	Skid Steer	Articulated Wheel Loader	Skid Steer	Skid Steer
Model	SW21	WL38	328E	320E
Speeds		2	2	2
	Switchable Accelerator		Speed sensitive RD Ctl	Switchable Accelerator
Engine	Kohler Turbo Diesel	Heutz Turbo	Turbo 4TNV94CHT	N/A 4TNV98C
	74.3 HP	74 HP	83 HP	
		Max travelling speed: 30mph High Flow Hydraulic		
			HF Hyd & Hyd Self Leveling Cold Start Pkg.	Cold Start Pkg 110v
			Standard Fan Drive	Standard & Reversing Fan Drive
Cab	Shoulder strap details n/included		2" seat belt w/shoulder strap	3" seat belt w/ 2" shoulder strap
	Heat, Air			Heat, defrost, air
	Mechanical suspension seat			Air Suspension Seat (Cloth)
	EH Selectable control H or ISO Pattern			Footrest w/floormat
			EH Performance Pkg.	
			EH ISO Pattern Control	
			Keyless Start	Keyless Start
Safety		Beacon Light		Horn; Backup Alarm Beacon Light
				Rear View Mirror, Interior Mount
Other	Universal Hydraulic Quick Coupler			Power Quick Tach
	Vertical Lift			
	Tilt Cab			
	Solid Tires	Severe Duty Foam-filled Tires		
Extras			78" HD Construction Bucket	76" HD Const Bkt w/edge
			Radio	Radio, AM/FM/WB w/aux input Chrome Exhaust
Sold Separately	HLA 66" Grapple Bucket \$3,200 (+ HST)			
Sold Separately	HLA 72" Grapple Bucket \$3,250 (+ HST)			
Sold Separately	HLA 48 tine HD Pallet Fork \$1,350 (+ HST)			
Price (not incl HST)	Not listed in quote		\$80,000.00	\$70,000.00
Trade In	\$5,000 (JD 2009)	\$10,000 (BC 2010)	\$0.00	\$0.00
Lease Cash Down	\$0.00		\$9,175.15	\$8,022.64
Lease Pmt (36 mos)	\$1,232.79	\$1,027.10	N/A	N/A
Lease Pmt (60 mos)	\$1,019.55	\$960.49	\$1,152.64	\$1,003.05
Pmt Frequency	Monthly		Monthly	
Warranty	Manufacturer Full Basic, plus extended Power Train & Hydraulic until end of lease agreement.		Comprehensive - Full machine 60 Months	
Additional Details	3 years (3000 hrs) full coverage followed by an additional 2 yrs (2000 hrs) on Power Train & Hydraulic + 4 yr (4000) on engine 5 yr (5000) on Electrical	2 years (2000 hrs) full coverage followed by an additional 3 years or 3000 hours on Power Train & Hydraulic		
	Minor warranty repair will be done on site at no extra cost, but if equipment needs to be transported to dealer for repair, R.A.R.E. will be charged \$100 transportation fee.			
Deductible on repairs	\$0	\$0	\$200	\$200
# Hours	3000 on 36 mos or 5000 on 60 mos		4000	4000
Add'l Hrs	\$35/hr	\$35/hr	\$45/hr	\$45/hr
End of Term	Return machine - No residual owed or buyout option offered in this quote		Return machine or purchase	
	Recommended by staff to lease both loaders at 3-year option		Lease at 5 years is not recommended.	
Annual lease	\$14,793.48	\$12,325.20		
3 year total	\$44,380.44	\$36,975.60		

August 21, 2017

Staff Report for Loading Equipment Rental for R.A.R.E.

Typical large item repair costs for current skid steer loaders in recent years (prices do not include HST):

Year	John Deere #51		Bobcat #71	
2013	Hydraulic Motor + other items	\$7,470.94	Major repairs were under warranty	
2014	Hydraulic Motor	\$5,453.39		
2015	Joystick, cooling piece, various fittings	\$3,365.91	Replacement door + other service calls and minor repairs	\$5,734.35
2016	Hydraulic Motor + other items	\$8,879.28	Annual inspection, battery replacement, pump, starter, repairs to hydraulic pump & hoses.	\$2,705.85
	Remove & reseal cylinder, needle valve on clamp, replace right hand drive	\$12,722.47		
2017	water pump & gasket, rebuild quick hitch, weld cylinder mount	\$1,402.26	battery, primer pump, starter, repairs to hydraulic pump & hoses	\$2,819.74

Other costs that will continue to paid by R.A.R.E. during lease period:

Annual replacement of tires - \$1000 each (x4 tires x 2 machines)

Fuel, oil, replace hoses as they frequently break due to nature of material, maintenance of grabbers, forks.

Sontrac Equipment



SW21 Vertical Lift Skid Steer Loader



WL38 Articulated Wheel Loader

John Deere

New model, picture not on website.
Larger model than 320E, but very similar in look.

328E Skid Steer Loader



320E Skid Steer Loader

Township of North Glengarry

Public Works Committee

MOTION

Moved by:



Seconded by:



Date:

Aug 21/17

Subject: RARE Skid Steer and Loader Lease

Be it resolved;

THAT the Public Works Committee of the Township of North Glengarry, recommends to Council to authorize a lease for one Wacker Neuson Skid Steer SW21 and one Wacker Neuson Articulated Wheel Loader WL38 from Sontrack Equipment for a 3 year lease as per Staff report.

Unanimous

Carried

Defeated

Ayes

Nays

Motion number: 2017 - 28

Brian Caddell, Committee Chair



Mike Depratto

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: August 21, 2017

MOVED BY: _____

SECONDED BY: _____

THAT, the Council of the Township of North Glengarry authorizes the Public Works Department to submit the Creek Rd. Bridge replacement as the candidate for the 2017 OCIF top-up funding program.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

YEA

NEA

Section 11 Item d

11(d)

TOWNSHIP OF NORTH GLENGARRY

STAFF REPORT

Date: September 11th, 2017

To: Council

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

Daniel Gagnon, CAO/Clerk

Re: OCIF Funding Top-up

Purpose:

This report is being provided to Council in order to obtain direction on a funding application under the OCIF top-up program.

Background:

The Province of Ontario has increased the OCIF funding with a top-up component to assist municipalities with critical infrastructure by \$100M. The Township of North Glengarry is eligible to apply for top-up funding in the amount of \$1,668,917. The Township must only submit one (1) project for this intake.

The guidance document that refers to eligible and ineligible expenses has once again put emphasis on infrastructure that addresses critical “health and safety” issues. In the past, the Township has attempted to apply for water meters, road projects etc. and have not been successful. In every case, the projects did not meet the “health and safety” benchmark compared to other projects. Staff are recommending that the Township apply for a significant bridge project that otherwise would have to be financed if the funding were not available. This should address the critical health and safety component of the program and offset some significant costs.

The Creek Rd. bridge is slated for replacement in 2019, with some engineering work scheduled for 2018. Staff proposes to design and tender the replacement of the structure in 2018 in order to take advantage of the funding. This would eliminate or reduce the funds required through financing.

Financial:

Funding Available: \$1,668,917

Engineering Design and Tender: \$60,000
Permits, EA and approvals: \$14,000
Structure Replacement Cost: \$1,500,000
Construction Supervision and Contingency: \$450,000

Total Cost: \$2,024,000

**Source: McIntosh Perry Capital Plan Estimates

As with this type of estimate, the value is conservative to allow wiggle room for funding applications and unforeseen elements.

This structure is not a candidate for municipal forces to complete in-house. It is too large and too complex and requires seasoned professionals to complete the work.

RECOMMENDATION:

THAT, the Council of the Township of North Glengarry passes a resolution authorizing the Public Works Department to submit the Creek Rd. Bridge replacement as the candidate for the 2017 OCIF top-up funding program.

Consultations:

Dan Gagnon, CAO
Annie Levac, Treasurer
Roch Lajoie, Manager of Transportation Services
McIntosh Perry

Attachments:

N/A

Section 12

CORRESPONDENCE



12(a)
The Corporation of the
City of Kawartha Lakes
P. O. Box 9000, 26 Francis St.,
LINDSAY, ON K9V 5R8
Tel. (705) 324-9411 Ext 1295, 1-888-822-2225
Fax: (705) 324-8110

Judy Currins, City Clerk

August 30, 2017

Town of Lakeshore
419 Notre Dame St.
Belle River, ON N0R 1A0

Attention: Mary Masse

Dear Ms. Masse:

Re: Farm House Severances

Your correspondence regarding the above referenced matter was on the August 22nd, 2017 Regular Council Meeting agenda for consideration. For your information your correspondence was received and the following resolution was adopted at that meeting:

CR2017-672

RESOLVED THAT the Memorandum from the Agricultural Development Advisory Board dated July 11, 2017, regarding Farm House Severances, be received;

THAT the City of Kawartha Lakes Council does not support the request by the Town of Lakeshore to the Province of Ontario for easing of restrictions on surplus dwelling severances in areas zoned agriculture; and

THAT this resolution be circulated to the Association of Municipalities for Ontario and Ontario Municipalities including the Town of Lakeshore.

CARRIED

Please contact Kelly Maloney, Economic Development Officer 9705-324-9411, ext. 1208) if you have any questions with respect to this matter.

Yours very truly,

A handwritten signature in cursive script that reads "Judy Currins".

Judy Currins, CMO,
City Clerk
City of Kawartha Lakes

cc: Kelly Maloney, Economic Development Officer
Association of Municipalities Ontario (AMO)
Via Email – All Ontario Municipalities

12(b)



MINUTES OF THE JUNE 14, 2017 MEETING OF THE ARTS, CULTURE AND HERITAGE ADVISORY COMMITTEE

A meeting of the Arts, Culture, and Heritage Advisory Committee held on Wednesday, June 14, 2017, at 5:00 p.m. at the North Glengarry Restaurant, 8 Main Street S., Alexandria.

PRESENT: Carma Williams, Chairperson
Nathalie-Anne Bussière, Member at Large (arrived at 5:49pm)
Karen Davison Wood, Member at Large
Daniel Gagnon, CAO (arrived at 5:18pm)
Dane Lancken, Member at Large (arrived at 5:13pm)
Jeff Manley, Councillor
Nicole Nadeau, Member at Large
Kerri Strotmann, EDO, Recording Secretary

GUEST: Deirdre Hill, President of the Maxville & District Chamber of Commerce
Tara Kirkpatrick, EDO
Anne Leduc, Director of Recreation & Community Services
Andre Markus, Heritage Coordinator
Danielle Myronyk, Heritage Coordinator

1. CALL TO ORDER

The meeting was called to order at 5:09p.m.

2. ACCEPT AGENDA

Moved by: Jeff Manley

Seconded by: Nicole Nadeau

That the Agenda of the Arts, Culture and Heritage Advisory Committee meeting of June 14, 2017 be accepted with the following modification:

- Addition of point 5.e. : Cultural Heritage Conservation Workshop

Carried.

3. DECLARATIONS OF CONFLICT OF INTEREST

There were no conflicts of interest declared.

4. RATIFY THE MINUTES OF MAY 24, 2017

Moved by: Karen Davison Wood

Seconded by: Nicole Nadeau

That the minutes of the May 24, 2017, Arts, Culture, and Heritage Advisory Committee meeting be accepted as presented.

Carried.

Dane Lanken arrived at 5:13pm

5. AGENDA ITEMS

a. North Glengarry Heritage Tour – Update

- Kerri provided the committee with a brief update on the final draft of the Glengarry Routes Heritage Tour. Anne Leduc, Director Recreation & Community Services, noted a few additional corrections to the content, which she will forward to Kerri.

Kerri confirmed that she has been working on obtaining estimates for the French translation. Nicole has been able to provide contact information for various local translators who would be best suited to the project due to their knowledge of the area.

Daniel Gagnon arrived at 5:18pm

i. **Alexandria Walking Tour**

The final English and French copies of the Alexandria Walking Tour were distributed to the committee members.

ii. **Maxville Walking Tour**

Carma and Nathalie-Anne have been working on a Maxville walking tour. Dane has offered his assistance in finalizing the tour.

Further to item 5 c) of the May 24, 2017 ACH meeting, the committee briefly discussed the design estimate prepared by Annie Dalton.

Moved by: Karen Davison Wood

Seconded by: Nicole Nadeau

That the Arts Culture and Heritage Advisory Committee (ACH) retain the services of Annie Dalton Design Network, to design the Alexandria and Maxville walking tours with the same design style as the Glengarry Routes Heritage Tour, as per the proposal submitted to the committee on May 24, 2017.

Carried.

b. **North Glengarry Heritage Register**

i. **Heritage Coordinators**

Heritage Coordinators, Andre Markus and Danielle Myronyk, introduced themselves to the committee and provided an update on the status of their project,

The mandate of the Heritage Coordinators is to inventory the main streets in the hamlets in preparation for Phases 2 and 3 of the CIP and to help with the North Glengarry Heritage Register.

The committee will receive regular updates from the Heritage Coordinators and will be meeting on a regular basis with Karen who is mentoring them for the duration of their 12-week assignment.

ii. **Brochure**

Kerri distributed the final draft in both English and French. Nicole will review the French version and provide Kerri with her feedback.

The committee agreed to maintain the heritage graph on the English version even though it will not appear on the French version, due to authorship concerns.

Once finalized, the brochure will be printed in-house for distribution by the Heritage Coordinators.

c. **The Grotto Update**

Nicole provided the committee with a brief update on the status of restoration work and circulated some photographs. On behalf of the subcommittee working on the restoration project, Nicole thanked the Township of North Glengarry for all their hard work.

I. **Interpretive panel – update**

Kerri provided the committee with an update on the status of the panel. As the panel will not be installed in time for the unveiling, a mock-up is being produced for the event.

II. **Opening event/unveiling (June 21)**

Jeff informed that committee that the event has become a “dedication concert”. Three members of the clergy will speak. The concert will be liturgical and secular.

Terry Dube has been asked to speak on behalf of the Palace. Jeff will speak on behalf of the ACH.

The logistics of the panel unveiling are being worked on by the committee.

Nathalie-Anne Bussiere arrived at 5:49pm.

d. **Interpretive Panel for Mill Square (Canada 150 Grant)**

i. **Organization of unveiling ceremony (July 2 at 2:00pm)**

Kerri updated the committee on the status of the Mill Square interpretive panel.

Tara Kirkpatrick will be responsible for organizing the unveiling event (refreshments, musicians – Campbell Trio with sound system, equipment, veil to cover the sign, etc.). She will also ensure that a media release is prepared and that an advertisement is taken out in The Glengarry News and The Review.

Speakers during the event will include Dane Lancken with a brief word of welcome from the Mayor introducing Dane.

Kerri circulated copies of the French and English invitations and a list of invitees. The committee suggested the names of other individuals and organizations that should be invited. Kerri will ensure that all the invitations are signed by the Mayor and sent this week.

e. **Cultural Heritage Conservation Workshop**

An email received from Mr. Bert Duclos, Heritage Outreach Consultant for the Ministry of Tourism, Culture and Sport, was circulated to the committee concerning a request for North Glengarry to host a workshop entitled, *Heritage Conservation in Ontario: Fundamentals for Municipal Heritage Committees*. Heritage committees and Councils from across the United Counties and Prescott-Russell will be invited to participate. The CIPAC committee will also be invited to attend.

The committee is honoured to be asked to host such an important event and has proposed that the workshop take place on Wednesday September 20, 2017, at the Sandfield Centre. Kerri will coordinate the details of the workshop with Mr. Duclos.

6. NEW BUSINESS

There was no new business proposed by the Committee members present.

7. CORRESPONDENCE

No correspondence was received.

8. NEXT MEETING

The next meeting of the Arts Culture and Heritage Advisory Committee is scheduled for Wednesday August 23, 2017 at 6:00pm. If necessary, a meeting may be convened this summer.

Note: Going forward, all ACH meetings will commence at 6:00pm.

9. ADJOURNMENT

The meeting was adjourned at 6:08p.m.

Recording Secretary – Kerri Strotmann

Chair – Carma Williams



Recreation Advisory Committee

Minutes

The meeting of the Recreation Committee of Tuesday July 18, 2017 was called to order at 4:00 pm at the Sandfield Centre.

PRESENT: **Chairman & Deputy Mayor** – Jamie MacDonald
Councillor – Brian Caddell
Councillor – Carma Williams
Member at Large – Bob Linney
Member at large – France Brunet
Director of Community Services - Anne Leduc
Recreation – Jerome Andre
Recreation – Jeremy Dubeau
Community Services Assistant – Chloe Crack

REGRETS: **CAO/Clerk** – Daniel Gagnon

1. CALL MEETING TO ORDER

Motion to call the meeting to order at 4:00 pm.

Resolution No.: 1 **Moved by:** Brian Caddell **Seconded by:** Bob Linney
CARRIED

2. ADDITIONS, DELETIONS OR AMENDMENT

None.

3. ADOPTION OF THE AGENDA

That the agenda of the Recreation Committee meeting of July 18, 2017 be accepted as circulated.

Resolution No.: 2 **Moved by:** Brian Caddell **Seconded by:** Bob Linney
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 June 13, 2017 be accepted as presented.

Resolution No.: 3

Moved by: Brian Caddell

Seconded by: Bob Linney

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 is trending similar to last year. There were extra expenses in order to get the soccer field at the Dome up and running for GSL.

b) Budget Update – Island Park

The budget review was performed by Chloe Crack, who indicated that Island Park is trending similar to last year. Councillor Carma Williams would like for us to inquire about the \$18,000.00 that was budgeted under Other Funding. An email will be sent out with an explanation.

c) Budget Update – Maxville & District Sports Complex

The budget review was performed by Chloe Crack, who indicated that the Maxville & District Sports Complex is trending similar to last year. The upgrade to the community hall has started. It will receive a fresh coat of paint, new draperies, new stainless steel counters for the kitchen and bar area. A cleaning crew has been hired to clean the kitchen from top to bottom as it has not been kept to the standard in which it should be to meet EOHU requirements.

d) Budget Update – Glengarry Sports Palace

The budget review was performed by Chloe Crack, who indicated that the Glengarry Sports Palace is trending similar to last year. Renovations to the canteen have begun and the facility is looking to hire a few part-time General Labourer's for the fall to work the hours in the canteen.

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: Carma Williams

Seconded by: France Brunet

CARRIED

e) Action Item – Co-Operators signage in Island Park

On June 20, 2017, Staff received an email from Jennifer Décoste-Pastor, an Associate Insurance Advisor with the Co-Operators Insurance Company, asking permission to install "Slow Down – Kids at Play" signs at Island Park.

Be it resolved that the Recreation Advisory Committee receives the Staff Report for the Co-Operators signage request for Island Park; and THAT the Recreation Advisory Committee recommends that only municipal signage be installed in the park.

Resolution No.: 5 **Moved by:** Carma Williams **Seconded by:** France Brunet
CARRIED

f) Key Information Report – Recreation Activities Update

The Director of Community Services presented the Key Information Report touching on the Glengarry Highlanders Account being sent to collections, Dome Hours & Staffing, the Municipal Alcohol Procedure, the Registration Software, Canada Day, Interpretative Panel in Mill Square, Movies in the Park, Summer Camp, the Ice Resurfacers for GSP and MSC, Updates on all 4 facilities projects and Playgrounds.

g) Key Information Report – Glengarry Sports Palace

The Director of Community Services presented the Key Information Report touching on the Facility/Canteen Attendants, Glengarry Highlanders Account being sent to collections, D the Municipal Alcohol Procedure, the Registration Software, Little Nashville, the Ice Resurfacers at GSP and an update on the facility's projects.

Resolution No.: 5 **Moved by:** Carma Williams **Seconded by:** France Brunet
CARRIED

8. PENDING BUSINESS

Councillor Brian Caddell has requested that pricing be obtained for rubberized cement for a potential Basketball court. There is one in Peterborough and he would like to know how much it cost them to have it installed.

Individuals in Maxville have indicated their preference to have swings reinstated at the front of the Maxville & District Sports Centre. It was suggested that a facebook survey should be conducted with the community to see if they prefer to see Playground equipment installed at the front or back of the facility.

9. CORRESPONDANCE

None.

10. CLOSED SESSION BUSINESS

None.

11. NEXT MEETING

The next meeting will be held on August 22, 2017 at the Sandfield Centre at 4pm.

12. ADJOURNMENT

The meeting was adjourned at 5:02 pm

Resolution No.: 6

Moved by: Carma Williams

Seconded by: France Brunet

CARRIED

Chairman of the Committee

Date

12(d)

GLENGARRY SPORTS PALACE BOARD OF DIRECTOR MEETING

Tuesday July 18, 2017 – 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
 CAO/Clerk of NG – Daniel Gagnon
 CAO of SG – Bryan Brown
 Director of Community Services – Anne Leduc
 Community Services Assistant – Chloe Crack
 Leadhand GSP – Richard Wylie

ABSENT: **Councillor of NG** – Mike Depratto

1. CALL MEETING TO ORDER

Motion to call the meeting to order at 7:03 pm.

Resolution No.: 1 Moved by: Chris McDonell **Seconded by:** Ian McLeod

CARRIED

2. ADDITIONS, DELETIONS OR AMENDMENTS

Addition: e) McDougald Quote – LED Lighting

3. APPROVAL OF THE AGENDA

Be it resolved that the agenda be approved as amended.

Resolution No.: 2 Moved by: Ian McLeod **Seconded by:** Chris McDonell

CARRIED

4. DISCLOSURE OF PECUNIARY INTEREST

None were noted.

5. ADOPTION OF PREVIOUS MINUTES

Be it resolved that the minutes from June 13, 2017 be accepted as presented.

Resolution No.: 3 Moved by: Jacques Massie **Seconded by:** Chris McDonell

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 is trending similar to last year. Renovations to the canteen have begun and the facility is looking to hire a few part-time Casuals for the fall to work the hours in the canteen.

b. Statement of Transactions

The Statements of Transactions were presented. The Visa statement will be sent by email on July 19, 2017.

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

Resolution No.: 4 **Moved by:** Jacques Massie **Seconded by:** Ian McLeod

CARRIED

c. Action Item – Glens Ball Hockey Fundraiser

The management for the Glens Junior B Hockey team has shown interest in holding a Ball Hockey Tournament as a fundraiser for the upcoming 2017/2018 season. They have approached staff to ask if the rental fees could be waived for this fundraiser.

Be it resolved that the Board of the Glengarry Sports Palace receives the Staff Report for the Glens Ball Hockey Funndraiser; and that the Board of the Glengarry Sports Palace approves Option 1 to waive the rental fees for the ice surface.

Resolution No.: 5 **Moved by:** Ian McLeod **Seconded by:** Chris McDonell

CARRIED

d. Key Information Report – Glengarry Sports Palace

The Director of Community Services presented the Key Information Report touching on the Facility/Canteen Attendants, Glengarry Highlanders Account being sent to collections, the Municipal Alcohol Procedure, the Registration Software, Little Nashville, the Ice Resurfacers at GSP and an update on the facility's projects.

e. McDougald Quote – LED Lighting

Be it resolved that the Glengarry Sports Palace Board receives the verbal report for the Quote to replace the lamps in the arena light fixtures:

- Replace all 30 MH lamps above the ice surface
- Includes lift rental
- 1 x 4000 W 600V Ballast

And approves the quote of \$3400.00 + HST.

Resolution No.: 6 **Moved by:** Chris McDonell **Seconded by:** Ian McLeod

CARRIED

8. PENDING BUSINESS

None.

9. CORRESPONDANCE

None.

10. CLOSED SESSION BUSINESS

None.

11. NEXT MEETING

The next scheduled meeting will be at the call of the chair.

12. ADJOURNMENT

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

Resolution No.: 7

Moved by: Chris McDonell

Seconded by: Ian McLeod

CARRIED

Chairman of the Board

Date



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

Monday, July 31, 2017 at 5:30 p.m.
Township Office,
90 Main Street South, Alexandria

A meeting of the Community Improvement Plan (CIP) Approvals Committee (CIPAC) was held on Monday, July 31, 2017, at 5:30 p.m. at the Sandfield Centre (102 Derby Street West, Alexandria.)

PRESENT:

Karen Davison Wood, Committee Chair
Carma Williams, Councillor
Jeff Manley, Councillor
Michael Madden, Alexandria & District Chamber of Commerce
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

REGRETS:

Daniel Gagnon, Chief Administrative Officer
Gerry Murphy, Chief Building Officer

1) CALL TO ORDER

The meeting was called to order at 5:31 p.m. by Karen Davison Wood

2) MOTION TO ACCEPT THE AGENDA

Moved by: Jeff Manley

Seconded by: Michael Madden

That the Agenda of the CIP Approvals Committee of July 31, 2017, be accepted with the following modifications:

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) **Tuesday, July 4, 2017**

Moved by: Jeff Manley

Seconded by: Michael Madden

That the minutes of the July 4, 2017 meeting of the Community Improvement Plan Approvals Committee (CIPAC) meeting be accepted as presented.

Carried.

5) AGENDA ITEMS

- a. Update on the Hamlet Properties Inventory being undertaken by Heritage Coordinators Danielle Myronyk and Andre Markus.

- The two Heritage Coordinators provided an update on their progress. Since the commencement of their project in early June they have inventoried more than 300 properties and taken more than 2,000 photographs. This data has been inputted into the municipality's GIS mapping system and it has been organized by civic address.
- Andre Markus noted that Glengarry County Archivist Alan MacDonald has been exceptionally helpful in locating historic photos and helping to establish the history of some of the buildings included in the inventory.
- As part of the property inventory, the two Heritage Coordinators have begun generating a list of properties that could be of potential municipal heritage interest. This list will be shared with the Arts, Culture and Heritage Committee.

- b. CIP Area Designation maps for Apple Hill, Dalkeith, Dominionville, Dunvegan, Glen Robertson, Glen Sandfield, Greenfield and Lochiel.

- Anne Leduc presented a draft staff report titled "Community Improvement Plan- Designation of the Community Project Areas By-Law XX-2017 – A By-Law to Designate Community Improvement Areas within the Corporation of the Township of North Glengarry" that contains the proposed Designated Community Improvement Plan Project Areas for the hamlets (Apple Hill, Dalkeith, Dominionville, Dunvegan, Glen Robertson, Glen Sandfield, Greenfield and Lochiel).
- The CIPAC committee had the opportunity to review each area and recommend that the Staff Report for this By-law be presented to Council at the August 8th, 2017 meeting. ,

Moved by: Nathalie-Anne Bussière

Seconded by: Michael Madden

That the proposed Designated Community Improvement Plan Project Areas for the Hamlets be accepted as presented and that the CIPAC recommend adoption of the By-law by the Council of the Township of North Glengarry at their upcoming August 8th, 2017 meeting.

Carried.

- c. Amendments to the CIP (Loan and timing of payment for Programs).

Moved by: Jeff Manley

Seconded by: Michael Madden

That the "Grant Amount" section of Program G: CIP Municipal Loan Program, be amended to read: "The Township will provide an interest-free loan up to a maximum of \$10,000 (minimum loan of \$2,000), amortized in equal payments over a five-year period, subject to the review and recommendation of the CIPAC committee."

Carried.

d. CIP Civic Sign Pilot Program update.

- Tara provided an update on the CIP Civic Sign Pilot program, which is supplying free civic signs to ongoing CIP projects, including:
 - 7-7a Main Street South, Maxville;
 - 3 Main Street South, Maxville; and
 - The Township Office, located at 90 Main Street South, Alexandria.

- The civic signs are being provided to the CIP projects as part of Program C, Commercial Signage, Civic Address Signage and Commercial Awning Grant. The proposed amendments to the CIP include provisions to offer the choice of free CIPAC-approved signage or the matching grant of 75% up to \$75 for a civic number sign in conformity with the established guidelines.
- The estimated cost of the Civic Address Signs included in the pilot project is \$40+tax, per sign.
- The CIPAC agreed unanimously to also include 8 Main Street North, Alexandria, in this pilot program.

e. Budget 2018 item – Heritage Coordinator for research in properties considered to be of important heritage significance to the region.

- Anne recommended setting aside money in the 2018 budget to hire a Heritage Coordinator to help prepare for Phase III of the CIP. The Heritage Coordinator would focus on heritage research of targeted properties.
- Anne has spoken with both current Heritage Coordinators, Andre Markus and Danielle Myronyk. She noted that Andre had expressed interest in applying for this position next year.
- With the Maxville Water Project coming next summer, Anne suggested that it might be possible to share a three-to-16-month work placement position, whereby the Heritage Coordinator would work on both the CIP heritage research and on engineering projects associated to the Maxville Water Project.

f. CIP Applications

i) New CIP Applications

- 1 Mechanic Street West, Maxville, “The Kilted Canuck Pub & Eatery,” (Steven MacMillan and Tanya Rozon)

1 MECHANIC STREET WEST, MAXVILLE, ESTIMATED TOTAL COSTS

Planning and Design Grant (Program A) <i>One-time grant of 50% up to a maximum of \$1,500 payable in two equal installments.</i>	\$600 <i>Divided by 50%</i> = \$300 (Paid in two equal installments)
Building Improvement & Infill Grant (Program B) <i>A matching grant of up to 50% up to \$7,500 for two facades</i>	\$21,602.04 including HST (Remove & replace siding on East & South walls. Replace two windows, one commercial door and one patio door). Divided by 50% = \$10,601.52 Estimated grant: A matching grant of 50% up to a maximum of \$7,500.
Building Permit & Infill Grant Program (Program E) <i>A grant equal to 100% of the eligible building fee up to a maximum of \$750.</i>	Eligible
Tax Increment Grant Program (Program F)	Eligible
Municipal Loan Program (Program G)	Eligible for \$5,000 to \$10,000
Program C: Civic Address Pilot Program	No cost applicable. Request to join pilot program to receive a free civic address in a design approved by CIPAC.

Total Project Costs: \$21,602.04

Total Eligible Grant:

- Program A: **\$300**
- Program B: **\$7,500**
- Program C: Civic Sign Pilot Program
- Program E: Missing Permit Fee
- Total Eligible Loan: **\$10,000**

Moved by: Jeff Manley

Seconded by: Michael Madden

That the Community Improvement Plan Approvals Committee (CIPAC) approves a Financial Incentive Program request as submitted by Tanya Rozon for the property situated at 1 Mechanic Street West, in Maxville.

This includes a Program A (Planning and Design Grant) of 50% up to a maximum of \$1,500 payable in two equal installments; A Program B (Building and Infill Grant) representing a matching grant of 50% up to a maximum of \$7,500 to conduct work on the South and East facades; Program E (Building Permit and Infill Grant) equal to 100% of the eligible building permit fees of a maximum of \$750, with the possibility of a Planning Fee Grant of \$500 pending Council approval of a future CIP amendment; Program F (Tax Increment Grant Program); and to a Program G (Municipal Loan Program) up to a

maximum of \$10,000, as submitted by Tanya Rozon for the property situated at 1 Mechanic Street West, in Maxville.

This client is also eligible for the civic address pilot program and will be provided with a free civic address plaque provided by the municipality and designed as per conditions set by CIPAC.

The following considerations accompany the favourable recommendation:

- (1) That the property owner consider adding trim around the commercial door on the South side of the building. It was noted that this was not included in the contractor's estimates.
- (2) That the property owner consider increasing the dimensions of the two windows on the South side of the building to their original size, as featured in the historic photograph of the building, when it served as "George's". The CIPAC committee supports restoration of original heritage features which in this case would add to the visual appeal of the building.

ii) Review of ongoing CIP projects

- **8 Main Street North, Alexandria, "Left and Write Paperie" (Anick Bauer)**
- Tara provided an update on the ongoing CIP project at 8 Main Street North, Alexandria. The property owner, Anick Bauer has decided to revert to her original plan to install a restored, antique door on the front façade of her business. She is also in the process of selecting a decorative metal frame from which she will affix two LED lights, which will spotlight her commercial signage.
- Anick indicated that she will no longer be painting her front exterior steps, due to their advanced state of deterioration. Anick is researching alternative solutions.
- **3 Main Street South, Maxville, "LCBO" (Ron Metcalfe)**

Moved by: Deirdre Hill

Seconded by: Michael Madden

That the CIPAC committee accept a modification to Program C (Commercial Signage, Civic Address Signage and Commercial Awning Grant to alter the proposed colour of the commercial awnings from dark green to dark black.

Carried.

- **8 Main Street South, Alexandria, "Priest's Mill" (Barry MacDonald)**

Moved by: Deirdre Hill

Seconded by: Michael Madden

That the Community Improvement Project (CIP) at 8 Main Street South, Alexandria, has been completed as per the plans approved by council on June 27, 2016, and as per the Letter of Agreement for the Municipal Financial Incentive (Grant) Program signed by the applicant, Barry MacDonald on October 4, 2016. A total of **\$5,977.63** shall be paid to Barry Macdonald representing:

- 1) The sum of **\$240.13**, in the form of a **Planning and Design Grant (Program A)**. This grant is payable in two (2) equal installments. The first installment was paid on June 10, 2016, in the amount of \$240.13. The second installment of \$240.13 is to be paid.
- 2) The sum of **\$4,237.50** (Four-Thousand, Two-Hundred and Thirty-Seven dollars and fifty cents), in the form of a Building Improvement and Infill Grant (Program B).
- 3) The sum of **\$1,500** (One-Thousand, Five Hundred dollars), in the form of a **Commercial Signage, Civic Address Signage and Commercial Awning Grant (Program C)**.
- 4) No grant shall be paid in the form of a **Building Permit Fee Grant Program (Program E)**, as no permit was issued for exterior renovations for the work subject to the CIP.

Carried.

- **7-7a Main Street South, Maxville (Ray and Cathy Grant)**

Moved by: Carma Williams

Seconded by: Michael Madden

That the Community Improvement Project (CIP) at 7-7a Main Street, Maxville, has been completed as per the plans approved by council on March 13, 2017, and as per the Letter of Agreement for the **Municipal Financial Incentive (Grant) Program** signed by the applicants, R. Grant and C. Davidson Grant on March 27, 2017. A total of **\$5,478** shall be paid to R. Grant and C. Davidson Grant representing:

- 1) The sum of **\$300** (Three-Hundred dollars), in the form of a **Planning and Design Grant (Program A)**. This grant is normally payable in two (2) equal installments. The first installment was not paid at the beginning of the project, so it is recommended that the full installment be issued.
- 2) The sum of **\$5,000** (Five Thousand dollars), in the form of a Building Improvement and Infill Grant (Program B).
- 3) The sum of **\$178** (One-Hundred and Seventy-Eight dollars) in the form of a **Building Permit Fee Grant Program (Program E)**

Carried.

- **44 Main Street North, Alexandria, "Wine Maker's" (Terry Ladas)**

Moved by: Deirdre Hill

Seconded by: Jeff Manley

That the CIPAC approves the awning sample provided by the property owner for his Program C (Commercial Signage, Civic Address Signage and Commercial Awning Grant). The CIPAC committee further agrees to the property owner's request to modify his Program D, CIP funding request to use

wrought iron, or metal railings in place of the smoked glass railings that were originally approved for the terrace. Approval is pending the provision of a sample and quote for replacement materials.

Carried.

Moved by: Natalie-Anne Bussière

Seconded by: Michael Manley

That Program B of the Community Improvement Project (CIP) at 44 Main Street North, Alexandria, has been completed as per the plans approved by council on December 12, 2016 and amended by council on February 21, 2017.

The Community Improvement Plan Approvals Committee (CIPAC) accepts modifications to the original plan, including the owner's decision to clad the entire front façade in James Hardie Board clapboard style facing material, rather than to clad the lower half of the building and to paint the top; to choose not to paint the roof, due to concerns that the paint would not adhere to the metal surface; and to refrain from replacing the ground floor windows with sliding glass doors, due to noise concerns. The Committee acknowledges that the client has completed his Program B commitments to:

- 1) Remove the second-floor door and install three (3) new, matching, guillotine windows.
- 2) Install new James Hardie clapboard style facing material on the front façade (In Tuscan Gold, with Chestnut Brown trim).
- 3) Paint the upper aluminum facing façade to match the Hardie board.
- 4) Replace the commercial entry door

As per the Letter of Agreement for the **Municipal Financial Incentive (Grant) Program** signed by the applicants, S. Ladas and P. Moularogeorgos on June 28, 2017, a total of \$7,500 (Seven-thousand, five hundred dollars) shall be paid to S. Ladas and P. Moularogeorgos, representing:

- The sum of **\$7,500** (Seven-Thousand, Five-Hundred dollars), in the form of a **Building Improvement and Infill Grant (Program B)**, as a stand-alone payment of this program.

Carried.

6) NEW BUSINESS

No new business was put forward by the committee.

7) NEXT CIPCAC MEETING

The next CIPAC meeting will be held at 5:45 p.m., on Tuesday, September 5, 2017 at the Sandfield Centre (102 Derby Street West, Alexandria).

8) ADJOURNMENT

The meeting was adjourned at 7:25 p.m.

Recording Secretary – Tara Kirkpatrick

Chair – Karen Davison Wood



Recreation Advisory Committee Minutes

The meeting of the Recreation Committee of Tuesday August 22, 2017 was called to order at 4:00 pm at the Sandfield Centre.

PRESENT: **Chairman & Deputy Mayor** – Jamie MacDonald
Councillor – Carma Williams
Member at large – France Brunet
CAO/Clerk – Daniel Gagnon
Director of Community Services - Anne Leduc
Recreation – Jeremy Dubeau

REGRETS: **Councillor** – Brian Caddell
Member at Large – Bob Linney
Recreation – Jerome Andre
Community Services Assistant – Chloe Crack

1. CALL MEETING TO ORDER

Motion to call the meeting to order at 4:02 pm.

Resolution No.: 1 **Moved by:** Carma Williams **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 August 22, 2017 be accepted as circulated.

Resolution No.: 2 **Moved by:** Carma Williams **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 June 18, 2017 be accepted as presented.

Resolution No.: 3 **Moved by:** Carma Williams **Seconded by:** France Brunet
CARRIED

6. BUSINESS ARISING FROM THE MINUTES

None.

7. AGENDA ITEMS

- a) **Budget Update – Dome**
- b) **Budget Update – Island Park**
- c) **Budget Update – Maxville & District Sports Complex**

Be it resolved that the financial statements and accounts be approved as circulated

**Resolution No.: 4 Moved by: Carma Williams Seconded by: France Brunet
CARRIED**

- d) **Action Item – HGMH Foundation Washer Tournament**

That the decision be deferred until Director of Community Services explores alternate dates with the HGMH Foundation for their Washer Tournament for the usage of the Dome on February 24th, 2018 instead of reducing or cancelling the fees.

**Resolution No.: 5 Moved by: Carma Williams Seconded by: France Brunet
CARRIED**

- e) **Key Information Report – Recreation Activities Update**

The Director of Community Services presented the Key Information Report touching on:

- the Dome morning hours usage which will continue to be monitored during the month of September.
- An update on programming was given and a short debrief on the Sk8fest activities was communicated to the Committee.
- The Director also informed the Committee that a new lawnmower would be purchased because the unit that is presently being used in Maxville can no longer be repaired. The commercial grade unit will be used for the heavier work and a newer existing unit will be passed down to Maxville.
- The soccer goal anchors are back ordered and are expected to be here in October.
- We are still waiting on MRACs to order playground equipment.

- f) **Action Item – Review of Island Park/Mill Square and King George Park Master Plans**

The King George Park Master Plan has minor changes to be made to it. The review of the Island Park/Mill Square Master Plan is deferred to September 5th, 2017

**Resolution No.: 6 Moved by: Carma Williams Seconded by: France Brunet
CARRIED**

8. PENDING BUSINESS

None.

9. CORRESPONDANCE

None.

10. CLOSED SESSION BUSINESS

None.

11. NEXT MEETING

The next meeting will be held on September 5, 2017 at the Sandfield Centre at 4pm.

12. ADJOURNMENT

The meeting was adjourned at 5:17 pm.

Resolution No.: 7

Moved by: Carma Williams

Seconded by: France Brunet

CARRIED

Chairman of the Committee

Date

Section 13

NEW BUSINESS

Section 14

NOTICE OF MOTION

Section 15

QUESTION PERIOD

Section 16

CLOSED SESSION

BUSINESS

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 11, 2017

MOVED BY: _____

SECONDED BY: _____

Proceed "In Camera" Session,

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

Review of process related to a new OPP detachment building (as this matter deal with a proposed or pending acquisition or disposition of land by the municipality or local board they may be discussed in closed session under sections 239 (2)(c) of the *Ontario Municipal Act*);

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

And adopt the minutes of the Municipal Council "In Camera" session meeting of August 21, 2017.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

YEA

NEA

Section 16 Item a

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 11, 2017

MOVED BY: _____

SECONDED BY: _____

Adopt Minutes of "In Camera" Session

That the minutes of the Municipal Council "In Camera" session meeting August 21, 2017 be adopted as printed.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

Section 16 Item b

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 11, 2017

MOVED BY: _____

SECONDED BY: _____

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

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

Section 16 Item c

Section 17

CONFIRMING BY-LAW

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 11, 2017

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry receive By-law 40-2017; and

That Council adopt by-law 40-2017 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 40-2017 be read a first, second, third time and enacted in Open Council this 11th day of September, 2017.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

YEA

NEA

Section 17 Item a

17(a)

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 40-2017
FOR THE YEAR 2017**

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

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

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

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

THAT the action of the Council at its regular meeting of 11th of September 2017 in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law; and;

1. **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.
2. **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.
3. **THAT** where a "Confirming By-law" conflicts with other by-laws the other by-laws shall take precedence. Where a "Confirming By-Law" conflicts with another "Confirming By-law" the most recent by-law shall take precedence.

READ a first, second and third time, passed, signed and sealed in Open Council this 11th day of September 2017.

Daniel Gagnon - CAO/Clerk

Mayor - Chris McDonell

I, hereby certify that the forgoing is a true copy of By-Law No. 40-2017, duly adopted by the Council of the Township of North Glengarry on the 11th day of September 2017.

Date Certified

Clerk/Deputy Clerk

Section 18

ADJOURN

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: September 11, 2017

MOVED BY: _____

SECONDED BY: _____

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

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Jamie MacDonald

Councillor: Jacques Massie

Councillor: Brian Caddell

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Carma Williams

Mayor: Chris McDonell

Section 18