

# THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

## Regular Meeting of Council

**Monday January 9, 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) Special Meeting of Council – December 12, 2016
  - b) Regular Meeting of Council – December 12, 2016
4. DELEGATION(S)
  - a) Priests Mill Arts Centre – Eric Covington
  - b) Economic Impact of School Closures – Rick Clayton from Doyletech Corp.
5. COMMITTEE RECOMMENDATIONS
  - a) Recreation Committee Dec 19, 2016 - MRAC Dunvegan Capital Funds Transfer ® (Jacques)
  - b) Recreation Committee Dec 19, 2016 - MRAC Glen Robertson Capital Funds Transfer ® (Brian)
  - c) Recreation Committee Dec 19, 2016 - MRAC 2017 Capital & Operating Budgets Submission ® (Jeff)
6. CAO/CLERK'S DEPARTMENT - Daniel Gagnon, CAO/Clerk
7. RECREATION DEPARTMENT / COMMUNITY SERVICES DEPARTMENT – Anne Leduc, Director of Recreation/Community Services
  - a) Concussion Prevention & Maintenance Policy ® (Michel)
  - b) Volunteer Screening Policy ® (Carma)
  - c) Recreation Inclusion Fund 2016 Update
8. FINANCE DEPARTMENT - Johanna Levac, Treasurer
  - a) By-law 01-2017 Temporary Borrowing By-law ® (Jamie)
  - b) Budget vs. Actual – Operating Update ® (Jacques)
  - c) Investment Policy – Quarterly Report – October to December 2016 ® (Michel)
9. PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT - Gerry Murphy, CBO/Senior By-law Enforcement Officer/Planning Manager
10. PUBLIC WORKS DEPARTMENT – Ryan Morton, Director of Public Works
  - a) SEIU Collective Agreement ® (Brian)
11. CORRESPONDENCE
  - a) Richmond Hill – Support Postal Banking
  - b) Township of McMurrich/Monteith – Municipal Fire Dept. Infrastructure
  - c) CIPAC Minutes – November 21, 2016
  - d) Recreation Advisory Committee Minutes – November 22, 2016

12. NEW BUSINESS

13. NOTICE OF MOTION

Next Regular Public Meeting of Council

Tuesday January 24<sup>th</sup> 2017 at 7:00 p.m. at the Centre Sandfield Centre, 102 Derby Street West, Alexandria, Ontario.

Note: Meeting are subject to change or cancellation.

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

15. CLOSED SESSION BUSINESS

16. CONFIRMING BY-LAW

a) By-law 02-2017 ® (Jeff)

17. ADJOURN ® (Jacques)

# **Section 1**

**ACCEPT THE AGENDA**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** January 9, 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 January 9, 2017.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

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**Councillor:** Jacques Massie

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**Councillor:** Brian Caddell

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**Councillor:** Jeff Manley

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**Councillor:** Michel Depratto

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**Councillor:** Carma Williams

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**Mayor:** Chris McDonell

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**Section 1**

## **Section 2**

# **DECLARATIONS OF CONFLICTS OF INTEREST**

**Section 3**

**ADOPTION OF PREVIOUS  
MINUTES**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** January 9, 2017

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

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

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

Special Meeting of Council – December 12, 2016  
Regular Meeting of Council – December 12, 2016

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

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**Section 3**



3(a)

# THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

## SPECIAL MEETING OF COUNCIL

**Monday December 12, 2016 at 5:30 p.m. – Council Chambers  
102 Derby Street West, Alexandria, On K0C 1A0**

A Special meeting of the Municipal Council was held on December 12, 2016 at 5:30 p.m., with Mayor Chris McDonnell presiding.

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

**ALSO PRESENT:** **CAO** – Daniel Gagnon  
**Director of Recreation / Community Services** – Anne Leduc  
**Economic Development Officer** – Kerri Strotmann  
**Executive Vice-President of MDB Insight** – Paul Blais

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 Special Meeting of Council on Monday December 12, 2016.

**Carried**

3. **ADOPTION OF PREVIOUS MINUTES**

4. **DELEGATION(S)**

5. **COMMITTEE RECOMMENDATIONS**

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

Paul Blais from MDB Insight Inc. presented the draft economic development strategy and action plan for the Township of North Glengarry and answered questions from Council.

a) **Economic Development Strategy & Action Plan**

**Resolution No. 2**

**Moved by:** Jamie MacDonald

**Seconded by:** Carma Williams

That Council receives the draft Economic Development Strategy and Action Plan for the Township of North Glengarry.

**Carried**



7. RECREATION DEPARTMENT – Anne Leduc, Recreation Director/Community Services
8. FINANCE DEPARTMENT – Johanna Levac, Treasurer
9. PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT -  
Gerry Murphy Chief Building Official/Senior By-law Enforcement Officer/Planning Manager
10. PUBLIC WORKS DEPARTMENT – Ryan Morton, Director of Public Works
11. CORRESPONDENCE
12. NEW BUSINESS
13. NOTICE OF MOTION - Next Meeting of Council, January 9, 2017.
14. QUESTION PERIOD
15. CLOSED SESSION BUSINESS
16. CONFIRMING BY-LAW
17. ADJOURNMENT

**Resolution No. 3**

**Moved by:** Jacques Massie

**Seconded by:** Jeff Manley

There being no further business to discuss, the meeting was adjourned at 6:15 p.m.

**Carried**

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**Daniel Gagnon – CAO/Clerk**

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**Mayor / Deputy Mayor**

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

**GENERAL MEETING OF COUNCIL**

**Monday December 12, 2016 at 7:00 p.m. – Council Chambers  
102 Derby Street West, Alexandria, On K0C 1A0**

A General meeting of the Municipal Council was held on December 12, 2016 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 (Lochiel Ward)** – Brian Caddell  
**Councillor (Alexandria Ward)** – Michel Depratto  
**Councillor (Maxville Ward)** – Carma Williams

**ALSO PRESENT:** **CAO** – Daniel Gagnon  
**Economic Development Officer** – Kerri Strotmann  
**Director – Community Services** – Anne Leduc  
**IT/GIS Officer** – Rick Elderbroom  
**North Glengarry Fire Chief** – Patrick Gauthier  
**CBO/Planning Manager** – Gerry Murphy

- 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 December 12, 2016.

**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 – November 28, 2016

**Carried**

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

a) **Recreation Committee – November 22, 2016**

**Resolution No. 3**

**Moved by:** Brian Caddell **Seconded by:** Jeff Manley  
Recognizing that there is no change required in the approved 2016 Capital Funds budget for recreation associations, that the Capital fund transfers recommended by the Municipal Recreation Associations Committee (MRAC) at their meeting of September 21<sup>st</sup>, 2016 approved as follows:



From Greenfield Recreation Association to Dalkeith Recreation Association:	\$ 500.00
From Glen Sandfield Recreation Association to Dalkeith Recreation Association:	\$1,158.99
From Maxville Recreation Association to Dalkeith Recreation Association:	\$ 470.00
From Alexandria Recreation Association to Dalkeith Recreation Association:	<u>\$1,000.00</u>
Total:	\$3, 128.99

**Carried**

**Action – AL**

**Resolution No. 4**

**Moved by:** Brian Caddell

**Seconded by:** Jeff Manley

Recognizing that there is no change required in the approved 2016 Capital Funds budget for recreation associations, that the request from Glen Robertson to establish a dedicated fund for the outdoor rink project incorporating the \$6000 allocated for the 2016 fiscal year be approved.

**Carried**

**Action - AL**

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

**a) Key Information Report re: GIS, Cell phones & It Infrastructure**

The IT Manager Rick Elderbroom updated Council on the IT infrastructure in the township over the course of 2016.

**b) Key Information Report re: North Glengarry Fire Department**

The North Glengarry Fire Chief updated Council on activities in the NG FD over the course of 2016.

**c) Verbal Update: Potential for Township Public Works Dept. Support for Partial Demolition of Maxville Public School**

The CAO presented options for the partial demolition of the Maxville Public School in an effort to save the school from closure.

**Resolution No. 5**

**Moved by:** Carma Williams

**Seconded by:** Jamie MacDonald

Whereas the UCDSB is considering closing the Maxville Public School in part because of high vacant space within the building and

Whereas the Township of North Glengarry is interested in saving the school in order to preserve the economic viability of the community and

Whereas the Maxville Save our Schools Committee has identified that demolishing 1 wing of the school to reduce vacant space and improve the viability of the school is desirable and

Whereas the township PWs dept. has experience with demolition of buildings, therefore be it resolved that

The Township of North Glengarry approve an in-kind contribution by the PWs dept. to undertake the demolition of 1 wing of the school using township labour and machinery subject to the UCDSB covering the cost of the tipping fees at an approved landfill site for the material and that the CAO be authorised to execute any documents needed to implement this direction up to and including submitting this solution as part of the township's formal submission to the board prior to the march 2017 deadline.

**Carried**

**Action – RM/DG**



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

**a) Key Information Report re: The Quirky Carrot**

**Resolution No. 6**

**Moved by:** Jeff Manley

**Seconded by:** Brian Caddell

That Council repeals Resolution # 8, adopted on July 25, 2016, approving the CIP project at 69 Main Street South, Alexandria (C. Paulenco), and transfers the total grant amount allocated to this project, \$10,446.50, to the 2016 CIP budget, in order to be reallocated to other projects for which there are insufficient CIP funds, Council also recommends that the owner reapply to the CIP Financial Incentive Program in 2017.

**Carried**

**Action – KS**

**b) CIP 69 Main St. S. (repealing resolution No. 8 of July 25/16 Council Meeting)**

**Resolution No. 7**

**Moved by:** Michel Depratto

**Seconded by:** Carma Williams

That Council approves Option 1 authorizing Financial Incentive Program A (Planning & Design Grant) up to a maximum of \$651.16; Program B (Building Improvement and Infill Grant) up to a maximum of \$7,500; Program C (Commercial Signage) up to a maximum of \$977.45; Program C (Commercial Awnings) up to a maximum of \$913.04; Program D (Public Art) up to a maximum of \$1000.00; Program E (Building Permit Fee Grant) up to a maximum of \$750, with the possibility of a Planning Fee Grant of \$500.00 pending Council approval of a future CIP amendment; Program F (Tax Increment Grant), and Program G (CIP Municipal Loan Program) up to a maximum of \$10,000, as submitted by S. Ladas & P. Moularogeorgos for the property situated at 44 Main Street North, Alexandria.

**Carried**

**Action – KS**

**c) Community Improvement Plan Application Request - 44 Main St N.**

**Resolution No. 7**

**Moved by:** Michel Depratto

**Seconded by:** Carma Williams

That Council approves Option 1 authorizing Financial Incentive Program A (Planning & Design Grant) up to a maximum of \$651.16; Program B (Building Improvement and Infill Grant) up to a maximum of \$7,500; Program C (Commercial Signage) up to a maximum of \$977.45; Program C (Commercial Awnings) up to a maximum of \$913.04; Program D (Public Art) up to a maximum of \$1000.00; Program E (Building Permit Fee Grant) up to a maximum of \$750, with the possibility of a Planning Fee Grant of \$500.00 pending Council approval of a future CIP amendment; Program F (Tax Increment Grant), and Program G (CIP Municipal Loan Program) up to a maximum of \$10,000, as submitted by S. Ladas & P. Moularogeorgos for the property situated at 44 Main Street North, Alexandria.

**Carried**

**Action - KS**

**8. FINANCE DEPARTMENT – Johanna Levac, Treasurer**

**9. PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT -**  
Gerry Murphy Chief Building Official/Senior By-law Enforcement Officer/Planning Manager

a) **By-law Z-08-2016 – Zoning Amendment**

**Resolution No. 8**

**Moved by:** Carma Williams

**Seconded by:** Michel Depratto

That the Council of the Township of North Glengarry approve by-law Z-08-2016 and that the By-law be read a first, second and third time in Open Council this 12<sup>th</sup> day of December 2016.

**Carried**

**Action – GM**

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

11. **CORRESPONDENCE**

- a) Public Meeting of Planning Minutes – June 27, 2016
- b) Recreation Committee Minutes – September 6, 2016
- c) Committee of Adjustment Minutes – September 12, 2016
- d) Planning Committee Minutes – September 12, 2016
- e) Public Works Committee Minutes – September 19, 2016
- f) North Glengarry School Advisory Committee Minutes – October 27, 2016

12. **NEW BUSINESS**

13. **NOTICE OF MOTION** - Next Meeting of Council, January 9, 2017.

14. **QUESTION PERIOD**

15. **CLOSED SESSION BUSINESS**

16. **CONFIRMING BY-LAW**

a) **By-law 75-2016**

**Resolution No. 9**

**Moved by:** Brian Caddell

**Seconded by:** Jeff Manley

That the Council of the Township of North Glengarry receive By-law 75-2016; and

That Council adopt by-law 75-2016 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 75-2016 be read a first, second, third time and enacted in Open Council this 12<sup>th</sup> day of December 2016.

**Carried**

17. **ADJOURNMENT**

**Resolution No. 10**

**Moved by:** Jacques Massie

**Seconded by:** Jeff Manley

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

**Carried**

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**Daniel Gagnon – CAO/Clerk**

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**Mayor / Deputy Mayor**



## **Section 4**

# **DELEGATION**



# Priests Mill Arts Centre

## A non-profit

Working subcommittee of YAC  
(Your Arts Council, Cornwall & the Counties)

Exhibition space - Sales - Support & promotion  
of  
*ALL* visual, literary and performing arts  
by  
Regional artists.

**PSMAC**

**W5 ???**

**Who ?**

Barry McDonald, Chairman:

Property owner and  
patron

Eric Covington, Treasurer:

Studio owner Priests  
Mill Glassworks

Dean Smiley, Secretary:

Primary glassblower

Richard Salem, YAC representative: YAC Facilitator

**What ?**

A working subcommittee of Your Arts Council, Cornwall &  
the Counties (YAC)



**PSMAC**

**W5 ???**

**Where ?**

The old grist mill at 16 Mill Square in Alexandria

**When ?**

Idea born April 2014, formalized December 2016

**Why ?**

To provide exhibition space, support and promotion for all visual, literary and performing arts by regional artists.

## **Short history:**

**April 2014**

Started discussions with YAC re formation of a not for profit glass center

**September 2014**

Opened studio for Apples & Art Studio Tour

**Spring 2015**

HR search for senior glassblower and a gallery manager

**September 2015**

Dean and Eliska Smiley moved from New York to join the efforts at Priests Mill

**September 2016**

Re-commit to finding a gallery manager and promoter for the arts

**December 2016**

Started operations as a working subcommittee of YAC



## Customers

### Local catchment area:

- East of Montreal area to West of Ottawa, South to Brockville.
- 600+ visitors during 3 Apples & Art Studio tours
- 45 visitors from the International Plowing Match
- 15 corporate and family events
- Repeat art appreciators

## Customers

### **Tourists and Visiting Artists:**

- Most of Canada from Vancouver to Cape Breton Island
- International Plowing Match
- North Eastern USA and from as far as Nevada.
- Newsletter mailing list (partial customer list)  
approximately 600 names
- International (on-line) customers primarily through  
ETSY



## What do we do?

**Teach:** Introductory glassblowing age 4-104  
Individual mentorship  
Multi-day master classes

**Demonstrate:** Our Open-Studio allows the public to watch us as we work.

**Exhibit:** Large area capable of displaying all media

**Organize:** Performance area with catering available for events

**Sell:** All art on display is for sale.

# PNAC

What does it all mean to have a reputable, responsible, accountable not for profit organization supporting *ALL Arts in North Glengarry?*

**Money:** Visitors spend on food, gas, accomodations, other stores etc.

**Pride:** A community that is proud to support it's artists is proud of itself

**Youth:** A place for art is one good reason for our youth to not leave Glengarry





## What do we need?

### **Past:**

We have been privately funded by Barry McDonald, Eric Covington and Dean Smiley with cash, in-kind and sweat equity. In addition, of course this would not have been possible without the generosity of our many volunteers.

### **Now:**

We are seeking a well-experienced, entrepreneurial-minded professional for the leadership role PMAC's operations.

### **Future:**

Once we have our new business processes in place we may, as the need arises, seek additional funding from a variety of sources.

**PSMAC**

# **Thank You**

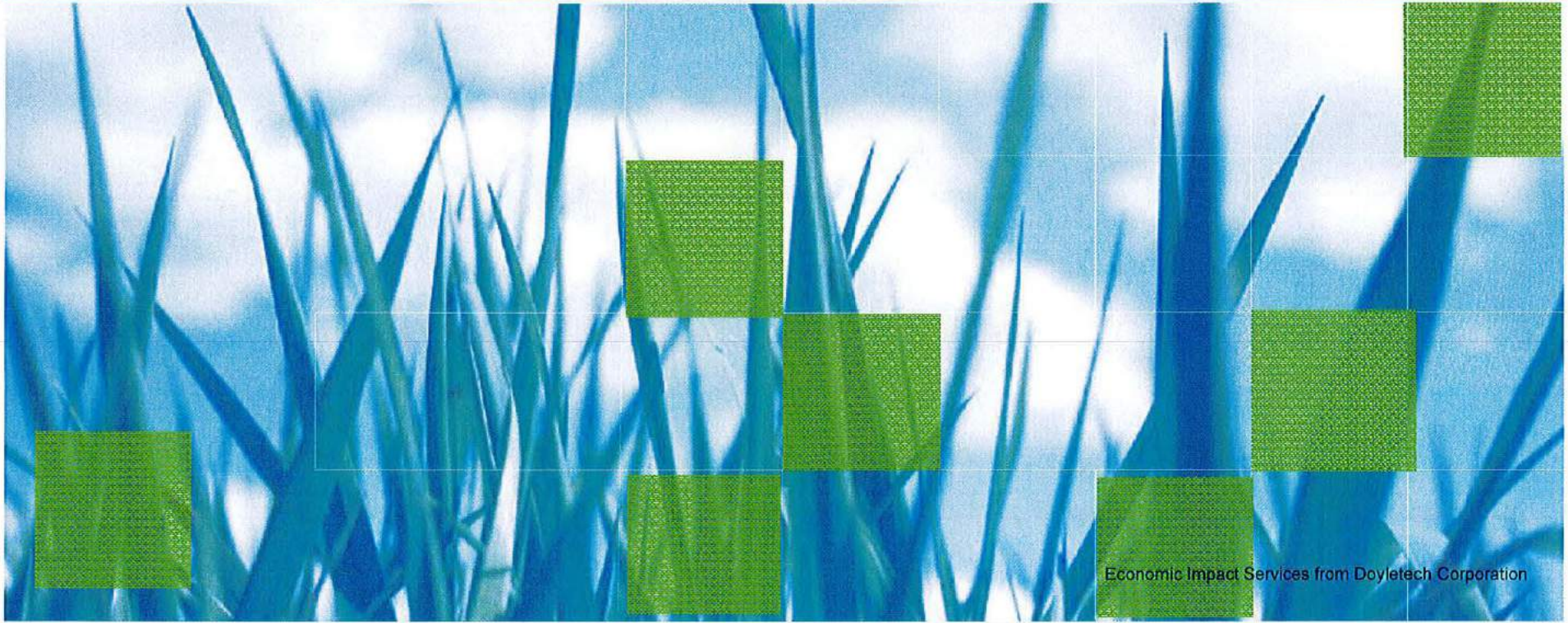
for you time and attention

**Questions?**



# Economic Impact of Prospective School Closures in North Glengarry, Ontario

## Executive Summary to Council



Economic Impact Services from Doyletech Corporation

**Disclaimer:** Information, estimates, forecasts, opinions, and statistical data contained in this report were obtained or derived from sources believed to be reliable, but Doyletech Corporation does not represent that any such information, opinion or statistical data is necessarily accurate or complete. All estimates, opinions, and recommendations expressed herein constitute judgments as of the date of this report and are subject to change without notice.



January 9th, 2017

Prepared by Doyletech Corporation, 2016.



## Introduction and Objectives

Doyletech was contracted by the Township of North Glengarry to do an economic impact assessment of prospective Upper Canada District School Board (UCDSB) school rationalization closures in North Glengarry.

The objective of this engagement was:

- To illustrate how the proposed closures would impact the economy in North Glengarry (including direct, indirect and induced effects); and
- To provide decision-makers with additional information that needs to be considered in making any definitive choices regarding UCDSB school rationalization.

## Methodology

- Doyletech proposed using its EconWin computer model for developing this impact study.
- EconWin is an incremental impact model that calculates what will happen to a local community in terms of changed economic activity if an investment is started up or shut-down.
- Doyletech conducted numerous interviews to gather information on how the schools affected the local economy.
- As well, the model differentiates between the “local” economy and the surrounding “regional” economy. Doyletech defined the “local economy” as consisting of the Alexandria-Maxville corridor. The “regional economy” was taken as the remainder of North Glengarry.



## North Glengarry School Closure Scenarios

- Close Glengarry District High School and consolidate the students in Vankleek Collegiate Institute, Tagwi Secondary School and/or Cornwall Collegiate Vocational School
  - 350 high school students affected
  - 49 staff affected, including 24 teachers. While some staff will be relocated, we estimate at least 5 permanent positions, currently filled by local area residents, will be lost
  - Annual school operating and maintenance budget calculated at \$4.0 million will be affected
  - 5 year facility renewal plan (estimated at averaging \$3.2 million annually), which would have provided opportunities to local contractors, will be lost
- Close Maxville PS and consolidate the students in Roxmore Public School and Laggan Public School.
  - 118 students affected
  - 14 staff affected, including 7 teachers. While some staff will be relocated, we estimate at least 2 permanent positions, currently filled by local area residents, will be lost.
  - Annual school operating and maintenance budget calculated at \$1.3 million will be affected
  - 5 year facility renewal plan (estimated at averaging \$660,000 annually), which would have provided opportunities to local contractors, will be lost

## **Key Parameters and Assumptions – Operational Spending**

- Absent UCDSB school-by-school spending details, we have built a school operational spending model using other board budget documents. This takes into account:
  - Staffing numbers (teachers, non-teachers, admin and support categories) were taken from school profiles
  - Board wide average salaries were taken from UCDSB technical budget documents
  - Utility costs were taken from school profiles
  - Supply and services per individual school were calculated from the total board maintenance and operations budget (less salaries and utilities), prorated across all schools by school size.
- Closure impacts assumed 60% of staff live in the local area, and that following a closure, 50% of those will move out of the local area within 5 years to be nearer to their new school
- We assume most custodial jobs and principal administrative jobs will be eliminated following a closure.

## **Key Parameters and Assumptions – Renewal Spending**

- For Renewal spending we used the corresponding Feeder Group 5 year Facility Renewal plan
- For each school we annualized the impact of that spending.

## **Key Parameters and Assumptions - Local Spending**

- High school students spending at local stores will be lost. Our research shows this is \$10 per school day, by equivalent to half the total student population.
- Local stores will also lose up to 20% of total revenues from parents no longer patronizing near-school businesses



## Model Results – Operational and Local Spending Losses

The overall net negative results (from the perspective of the local communities) have been identified as:

- There would be net job loss of **25 Full Time Equivalent (FTE) jobs** in North Glengarry.
- Total **net spending decrease** within the region and locality was **\$6.9 million**. This is a very large economic hit for the local community to absorb. For perspective, consider that the entire North Glengarry municipal budget is only \$13 million.
- The **net municipal** government decrease was **\$61,000**. This reflects decreased property tax collections, and multipliers from indirect spending lost.
- The **net provincial** government decrease was **\$409,400**. This reflects lower PST collections, and lower corporate/personal income tax. The loss to the provincial government in North Glengarry specifically would actually be **\$888,000**, but this will be offset to some extent by spending now moving to other Ontario jurisdictions. For example, a teacher moving to Cornwall to teach there will no longer be spending in Glengarry, but will still spend in Ontario. On the other hand, corporate PST on any planned Glengarry District High School renewal contracting will be lost completely.
- The **net federal** government loss was **\$300,000**. This reflects lower income and GST tax collections. Once again, in North Glengarry specifically, there would be a loss to the federal government of **\$1.0 million**, but this will be partly compensated by new spending elsewhere in Ontario (or Canada).
- These figures include future planned renewal spending, now to be foregone. However, even if planned renewal spending is not considered, the loss to the community would still be **\$4.7 million**. It is still a huge hit.

## Model Results – Why These Results Are the Minimum That Can Be Expected

- The overall results above are very non-positive, but they are the minimum that can be expected. There may be even worse effects over time, as follows:
- While we have accounted for school-related staff to move from the local community if the school closes, other families (e.g., student families), may well also move. If only 10% of the current students' families move, then the local community will lose approximately 20-30 families, representing 50-75 persons at the Glengarry average. It will be very difficult to replace these people in the local area, in the absence of adequate schooling.
- Even if only 20 families move, this will result in additional losses of at least \$600,000 annually in local spending. Taking into account the indirect and induced effects illustrated by the model runs, the total loss from this factor will be at least **\$750,000** annually and possibly as much as \$900,000.
- As well, some businesses may go through a “tipping point”, whereby the remaining customers still available to them after the school closes is no longer sufficient to sustain them.
- If just one business, having \$500,000 illustrative annual revenue, ceases operations the local community will lose approximately **\$625,000 - \$750,000** additional to all above figures in lost spending.
- If these two factors are taken into account, even at their lowest values, the grand total loss rises from \$6.9 million to **\$8.4 million**.
- There will also be a significant reduction in local property values.



## **Behind the Numbers 1: A case study on why school closings can be *unjust*.**

- A single mother living in an Eastern Ontario township has a son, now in grade 12, in one of the high schools identified for closure.
- Her son is a bright student, with an IQ of 130+. He wishes to advance to university and take engineering. A professional engineer would reasonably be expected to have an income potential of at least \$100,000 annually, or more than \$3 million over his/her working life
- However, he has special needs. He is on the autism spectrum and this limits his ability to adapt to social conditions and change.
- Owing to his special needs, his mother had to take extra steps to prepare him for the transition from primary to high school, despite the new school being close by and the fact his friends were transitioning with him.
- Among other things, this involved her physically walking him outside around the school building for 2 years, to get him adapted to the concept of changing locations.
- She also had to completely sacrifice her personal media-related career, and rely on family members for transport and living. But she got him through.
- How much realistic hope can there be that future children with special needs, but still smart enough to get into university, will be able to transition, on short notice, from primary school to a high school with 1000+ students?
- Based solely on this example, Canada stands to lose millions of dollars in lost potential from school closures.

## **Behind the Numbers 2: A case study on why school closings can be *unreasonable*.**

- A long-term immigrant to Canada, recently moved to an Eastern Ontario township, has invested much of his total capital in his convenience store and gas bar business.
- To raise the necessary funds, he had to sell his two other small businesses and his house in another part of Ontario.
- The total commitment amounts to close to \$1 million.
- He felt the investment in the facility was justified owing to having a good location – next to a high school, with the prospect of regular trade throughout most of the year.
- Especially he invested on the basis that packaged meals, drinks and snacks would find a regular market, a good thing since these have better mark-ups than the relatively minimal margins gasoline sales provide.
- His store is currently frequented by students many times a day at breaks, lunch, and at extra-curricular activity times.
- The school is now slated for closure and he is at risk of losing his investment completely.
- Any businessman knows there are risks in investment, but this is unreasonable risk in light of a changes being forced on him.



## **Behind the Numbers 3: A case study on why school closings can be *unwise*.**

- A high technology manufacturer in an Eastern Ontario township is currently growing at 18% annually. He has presently 250 employees in an 80,000 sq. ft. facility, but needs more space. Where will he expand his production?
- He is planning for a 40,000 sq. ft. expansion with an investment of several millions of dollars. At stake is approximately 80 new jobs at \$75,000 annual salary and benefits – a total of \$6,000,000 annually.
- Options for expansion include his current Eastern Ontario location, somewhere in the Ottawa area, or Ogdensburg NY, which is close by and may have cost and market access advantages.
- If his local high school is closed, he is certain he will not be able to attract staff, and he is equally certain he will not invest further in the local township.
- Moreover, he suggests that it will be the most high-value and mobile employees that will be the first ones to move out of the area.
- The impact on the local economy will be monumental if the school is closed.

## **Conclusions – What are the Economic Consequences of School Closures on North Glengarry?**

- Using realistic or even conservative economic assumptions, the economic loss to North Glengarry from the prospective school closures is very large. The hit is likely to amount to \$8.4 million in a local economy where the entire township budget is only \$ 13 million.
- The largest component of the economic loss comes from the prospective closing of the Glengarry District High School. This would be about  $\frac{3}{4}$  of the total. Even if the allowance for the loss of the planned Facility Renewal expenditures is removed, the loss is still very large.
- As well, the High School is linked to the local economy and its loss would be felt increasingly in the years to come as local businesses would find getting staff progressively difficult.
- There does not appear to be a convincing case for these school closures in North Glengarry, in light of the economic losses as described above, family disruptions, the prospect of students' educations being compromised through long bus rides, and the additional costs of future dealings with special needs and "at-risk" children.
- In sum, the impact of the proposed school closings will be to exacerbate the "hollowing out effect " in this rural area. This is not in the interests of municipal, provincial, and federal governments.



**Section 5**

**COMMITTEE**

**RECOMMENDATIONS**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** January 9, 2017

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

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

That Council approves the Capital Funds transfers recommended by the Recreation Advisory Committee from the associations listed below to the Dunvegan Recreation Association:

Maxville Recreation Association	\$1400.00
Greenfield Recreation Association	\$100.00
<b>Total:</b>	<b>\$1,500.00</b>

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

**YEA**

**NEA**

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**Section 5 Item a**





**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** January 9, 2017

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

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

That Council approves the Capital Funds transfer recommended by the Recreation Advisory Committee from the association listed below to the Glen Robertson Recreation Association:

Father Gauthier Recreation Association	\$3646.06
<b>Total:</b>	<b>\$3646.06</b>

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

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**Section 5 Item b**





**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** January 9, 2017

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

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

That Council receives the schedules submitted by the Municipal Recreation Advisory Committee which are to be included as part of the Township of North Glengarry's Budgeting Exercise.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

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**Councillor:** Jacques Massie

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**Councillor:** Carma Williams

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**Mayor:** Chris McDonell

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Section 5 Item c





Schedule A

MRAC 2017 Capital Budget

MRAC 2017 Capital Budget (Dec 2016)		2017 Projects	2017 Request	2016 Request
<b>Alexandria</b>			\$ 2,200	\$ 2,200
Tennis Court	Repairs (Island Park)	\$ 1,000		
Soccer	Equipment	\$ 1,200		
<b>Apple Hill</b>			\$ 2,000	\$ 2,000
Hall	Repairs	\$ 2,000		
<b>Dalkeith</b>			\$ 18,000	\$ 18,000
Hall	Roof repair	\$ 18,000		
Playground	No installation in 2017			
<b>Dunvegan</b>			\$ 3,650	\$ 2,000
Hall	Air Conditioning unit	\$ 1,000		
Hall	Upgrades	\$ 2,650		
<b>Father Gauthier</b>			\$ 9,300	\$ 5,500
Soccer field	Light replacement, field improvements	\$ 2,300		
Soccer field	Chain link fence - south end	\$ 7,000		
<b>Glen Robertson</b>			\$ 8,500	\$ 7,000
Hall	Maintenance	\$ 2,500		
Outdoor rink	Re-build facility (boards)	\$ 6,000		
<b>Glen Sandfield</b>		\$ -	\$ 2,500	\$ 2,500
Soccer	Equipment	\$ -		
Soccer field	Micro nets/Anchors/bench repair	\$ 2,500		
<b>Greenfield</b>			\$ 2,500	\$ 1,500
Soccer	Field maintenance/ bulb replacement	\$ 2,500		
<b>Laggan</b>			\$1,500	\$ 1,500
Soccer	Equipment	\$ 1,500		
<b>Maxville</b>			\$ 4,900	\$ 4,500
Upgrade of canteen used for fund-raising		\$ 2,000		
Sports equipment		\$ 2,900		
<b>Total 2016 Capital Expenditures</b>			\$ 55,050	\$ 46,700

**Schedule B**

**MRAC 2017 Operating Budget**

<b>Municipal Recreation Assn. Committee (MRAC)</b>								
<b>2017 Operating Budget Proposals - Submitted December 15, 2016</b>								
	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014 total</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Alexandria	\$ 16,750	\$ 21,210	\$ 20,650	\$ 19,450	\$ 21,315	\$ 17,000	\$ 16,950	\$ 17,250
Apple Hill	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 9,377	\$ 8,000	\$ 9,000	\$ 9,000
Dalkeith	\$ 6,000	\$ 7,000	\$ 8,000	\$ 8,000	\$ 8,500	\$ 8,500	\$ 8,500	\$ 9,500
Dunvegan	\$ 5,500	\$ 6,500	\$ 6,500	\$ 6,500	\$ 9,085	\$ 6,500	\$ 6,500	\$ 6,500
Father Gauthier	\$ -	\$ -	\$ -	\$ -	\$ 9,498	\$ 6,500	\$ 6,820	\$ 7,500
Glen Robertson	\$ 11,000	\$ 10,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000
Glen Sandfield	\$ 1,600	\$ 1,600	\$ 1,500	\$ 800	\$ 800	\$ 800	\$ 800	\$ 800
Greenfield	\$ 3,000	\$ 3,600	\$ 3,600	\$ 3,600	\$ 4,977	\$ 3,600	\$ 3,600	\$ 3,600
Laggan	\$ 4,000	\$ 4,000	\$ 3,000	\$ 1,500	\$ 3,815	\$ 1,500	\$ 1,000	\$ 2,500
Maxville	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
	<b>\$ 60,850</b>	<b>\$ 66,910</b>	<b>\$ 65,250</b>	<b>\$ 61,850</b>	<b>\$ 81,367</b>	<b>\$ 66,400</b>	<b>\$ 67,170</b>	<b>\$ 70,650</b>

*NOTE: 2014 Op Budgets were supplemented for one year by Township to help launch Field Maintenance Fee*

# **Section 6**

**CAO/CLERK'S**

**DEPARTMENT**

**Daniel Gagnon**



**Section 7**

**RECREATION  
DEPARTMENT**

**Anne Leduc**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** January 9, 2017

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

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

That Council of the Township of North Glengarry approves the Concussion Prevention and Management Policy.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

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**Councillor:** Jacques Massie

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**Councillor:** Brian Caddell

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**Councillor:** Michel Depratto

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**Councillor:** Carma Williams

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**Mayor:** Chris McDonell

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**Section 7 Item a**







Policy Title:	Concussion Prevention and Management Policy
Issued by:	Community Services & Recreation Department
Approved by:	Council
Date:	January 09, 2017
Revised:	N/A

## 1.0 Scope

To ensure that participants, participating in the Township of North Glengarry's recreation programs and at Township facilities, along with Township recreation and parks staff, are aware of the signs and symptoms of concussions

## 2.0 Definitions

### ***A concussion\*:***

- is a brain injury that causes changes in how the brain functions, leading to symptoms that can be physical (e.g., headache, dizziness), cognitive (e.g., difficulty concentrating or remembering), emotional/behavioural (e.g., depression, irritability) and/or related to sleep (e.g., drowsiness, difficulty falling asleep);
- may be caused either by a direct blow to the head, face or neck, or a blow to the body that transmits a force to the head that causes the brain to move rapidly within the skull;
- can occur even if there has been no loss of consciousness (in fact most concussions occur without a loss of consciousness); and,
- cannot normally be seen on X-rays, standard CT scans or MRIs.

\* Reference: Government of Ontario, Ministry of Tourism, Culture and Sport website:

[http://www.health.gov.on.ca/en/public/programs/concussions/docs/mcsc\\_concussion\\_guide\\_en.pdf](http://www.health.gov.on.ca/en/public/programs/concussions/docs/mcsc_concussion_guide_en.pdf)

## 3.0 Responsibilities and Authorities

The Township of North Glengarry has a concussion awareness strategy: The Township

- Conducts ongoing awareness/education to members of the public using Township recreation services, through mediums such as flyers and information brochures;
- Provides training to Township recreation and parks staff on signs and symptoms of potential concussions, advising potential concussion sufferers to seek medical attention and how to document these potential injuries; and,
- Completes an annual assessment of current recreation programs and facilities and implement concussion prevention measures where required.

## 4.0 Related Documents

This policy will complement preventative measure practices that are already operational in the Township of North Glengarry's facilities and programs.

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** January 9, 2017

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

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

That Council of the Township of North Glengarry approves the Volunteer Screening Policy.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

**YEA**

**NEA**

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**Section 7 Item b**

**TOWNSHIP OF NORTH GLENGARRY**

**STAFF REPORT**

**Date:** December 8, 2016

**To:** Council

**From:** Anne Leduc

Approved: Daniel Gagnon, CAO/Clerk

**Re: Volunteer Screening Policy**

**Background:**

The Township of North Glengarry regularly applies for grant to supplement funding for its recreation facilities, programming and activities.

In order to access funding available through Grants Ontario, the Township must demonstrate that it has risk management policies and procedures publicly available online which address:

- Volunteer and staff screening
- Harassment
- Concussion prevention and management (if project includes a direct delivery of physical activity programming)
- Additional recommended policies and procedures may include:
  - Equitable access, conflict of interest, complaints, injury reporting and tracking, quality assurance, a code of conduct, ethical responsibilities.

This adoption of this policy will allow the Township to submit for funding available through Grants Ontario for non-capital projects that support increased opportunities for physical activity, physical literacy and increase access and programming capacity.

**Financial Impact:**

There is no financial impact to the Township

**Recommendation:**

That Council approves the Volunteer Screening Policy.





Policy Title:	Volunteer Screening Policy
Issued by:	Community Services & Recreation Department
Approved by:	Council
Date:	January 09, 2017
Revised:	N/A

## 1.0 Scope

To ensure that the Township of North Glengarry has an effective volunteer screening process.

## 2.0 Definitions

### ***Volunteer***

A volunteer is an individual:

- Who chooses to undertake a service or activity, someone who is not coerced or compelled to do this activity;
- Who does this activity in service to an individual or an organization, or to assist the community-at-large;
- Who does not receive a salary or wage for this service or activity; While this policy focuses on volunteer screening, the same principles apply to paid interns, students on placement and trainers.

### ***Participant***

Many different words are used to name people who participate in programs or receive services from recreation and sport organizations. The word participant is used throughout the policy as the generic term and represents players, athletes, clients, users, etc.

### ***Duty of care***

“Duty of Care” is a legal principal that identifies the obligations of individuals and organizations to take reasonable measures to care for and protect their participants. It is important to understand that Canadian courts will uphold organizations’ responsibilities to screen carefully. This is part of their “Duty of Care”.

### ***Vulnerable person***

One who has difficulty protecting himself or herself from harm temporarily or permanently and is at risk because of age, disability or handicap. Children and youth are considered vulnerable. The standard of care is higher when running programs for vulnerable participants.

### ***Position of trust***

1. Situations in which someone has a significant degree of:
  - a. Authority or decision-making power over another;
  - b. Unsupervised access to another person and to his/her property.
2. Situations where the success of the service depends on the development of a close, personal relationship between the individual as in mentoring or friendly visiting programs. Where volunteers are in a position of trust, there is more

opportunity for abuse and more expectation that the organization will do what it can to reduce the risk of this happening.

### **Orientation**

Orientation is a period of process of adjustment. Providing information to a volunteer about the program they will be involved in, providing them with the rules and regulations and the code of conduct are all part of the orientation process. Orientation is a valuable screening tool.

### **Training**

Training is a learning process, during which time an individual is taught specific skills and expectations, which will assist them in performing their duties.

## **3.0 Responsibilities and Authorities**

The Township of North Glengarry has a volunteer screening process based on Volunteer Canada's Screening Handbook. All volunteers will be subject to a variation of these screening standards.

<b>Step</b>	<b>Standard</b>	<b>Description</b>
1.	Assessment	The Recreation Department will determine the need for volunteers and will assess the required skills and qualifications needed to perform the specific role.
2.	Position / Assignment	Subject to funding limitations, the Recreation Department will create volunteer position descriptions.
3.	Volunteer Recruitment	A fair and equitable process will be used to find potential candidates for the volunteer position.
4.	Application	Questions on the Township's application forms and those asked verbally in the interview will follow Canadian human rights legislation; all candidates will receive the same questions.
5.	Interview	Whenever possible, two representatives from Recreation and/or a service/community organization will conduct interviews of potential candidates.
6.	References	The successful candidate will provide the names of at least two references.
7.	Police Checks	All volunteers dealing with vulnerable populations need to provide a valid Vulnerable Sector Police Check. The Township's definition of vulnerable people is in accordance with Canadian Criminal Records Act. A Vulnerable Screen Police Check is valid for two years, and must have been completed within the six months prior to hiring.
8.	Orientation and Training	All volunteers will undergo a training process, adapted and identified for their role's specifics.
9.	Support and Supervision	Volunteers will be provided an individual with whom they will receive support and supervision.
10.	Follow-up and Feedback	Volunteers will participate, as required for their role, in a follow-up and feedback process.

#### **4.0 Related Documents**

This policy will complement preventative measure practices that are already operational in the Township of North Glengarry's facilities and programs.

Volunteer Canada - The Screening Handbook (2012): <http://volunteer.ca/content/2012-screening-handbook>



7(c)

**TOWNSHIP OF NORTH GLENGARRY**

**KEY INFORMATION REPORT**

**Date:** January 9, 2017  
**To:** Recreation Advisory Committee  
**From:** Anne Leduc – Director of Community Services & Recreation on behalf of the Recreation Advisory Committee

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**Re: Recreation Inclusion Fund**

**Background:**

In 2016 a Recreation Inclusion Fund was created to reduce financial barriers that make recreational activities inaccessible. Financial aid is confidential, Individuals interested in participating in this program (for an infant, child, youth, teen, adult or senior) financial are asked to contact the Recreation Department's Administrative Assistant.

In 2016, \$837.30 was received from the Family Day Pond Hockey Tournament and from the Glengarry Women's Volleyball Team.

This fund assisted in supporting the enrollment of 6 children in the North Glengarry Summer camp for a total of 30 camp days. In addition, a pass to the Dome was issued to family that has recently arrived in North Glengarry.

As of December 2016, the fund balance is \$7.30.

**Comments:**

This report is presented for information purposes only.

# **Section 8**

**FINANCE DEPARTMENT**

**Johanna Levac, Treasurer**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** January 9, 2017

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

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

That By-law 01-2017 being a by-law to authorize temporary borrowing from time to time during the fiscal year ending December 31, 2017 be read a first, second and third time and adopted in Open Council.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

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**Section 8 Item a**



8 (a)

**TOWNSHIP OF NORTH GLENGARRY**

**STAFF REPORT**

**Date:** January 9, 2017  
**To:** Mayor and Council Members  
**From:** Johanna Levac  
Johanna Levac (Annie) Treasurer

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Daniel Gagnon  
CAO/Clerk

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**Re:** By-Law #01-2017 Temporary Borrowing Bylaw

**Discussion:** Section 407 of the Municipal Act provides authority for a council to authorize temporary borrowing, until such time as the taxes are collected and other revenues are received, to meet the current expenditures of the Municipality.

**Recommendation:** That By-law #01-2017 being a bylaw to authorize temporary borrowing from time to time during the fiscal year ending December 31, 2017 be read a first, second and third time and adopted in open council.



**ONTARIO  
MUNICIPAL CORPORATIONS  
TEMPORARY BORROWING BY-LAW**

E-FORM 348 (04/2009)

(FOR BANK USE ONLY)

S.R.F. No.:	<b>603-609-538</b>
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The Corporation of the Township of North Glengarry (the "Municipality") By-law No.1-2017 being a by-law to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2017.

WHEREAS Section 407 of the *Municipal Act, 2001*, as amended, provides authority for a council by by-law to authorize the head of council or the treasurer or both of them to borrow from time to time, such sums as the council considers necessary to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the year; and

WHEREAS the total amount which may be borrowed from all sources at any one time to meet the current expenditures of the Municipality, except with the approval of the Municipal Board, is limited by Section 407 of the *Municipal Act, 2001*;

NOW THEREFORE THE COUNCIL OF The Corporation of the Township of North-Glengarry ENACTS AS FOLLOWS:

1. The head of council or the treasurer or both of them are hereby authorized to borrow from time to time during the fiscal year (hereinafter referred to as the current year) such sums as may be necessary to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the current year.
2. The lender(s) from whom amounts may be borrowed under authority of this by-law shall be **Royal Bank of Canada** and such other lender(s) as may be determined from time to time by by-law of council.
3. The total amount which may be borrowed at any one time under this by-law plus any outstanding amounts of principal borrowed and accrued interest under Section 407 together with the total of any similar borrowings that have not been repaid, shall not exceed from January 1<sup>st</sup> to September 30<sup>th</sup> of the current year, 50 percent of the total estimated revenues of the Municipality as set out in the budget adopted for the current year, and from October 1<sup>st</sup> to December 31<sup>st</sup> of the current year, 25 percent of the total of the estimated revenues of the Municipality as set out in the budget adopted for the current year or \$ , whichever is less. *(see attached budget)*
4. The treasurer shall, at the time when any amount is borrowed under this by-law, ensure that the lender is or has been furnished with a certified copy of this by-law, (a certified copy of the resolution mentioned in section 2 determining the lender,) if applicable, and a statement showing the nature and amount of the estimated revenues for the current year and also showing the total of any other amounts borrowed from any and all sources under authority of section 407 of the *Municipal Act* that have not been repaid.
5. a) If the budget for the current year has not been adopted at the time an amount is borrowed under this by-law, the statement furnished under section 4 shall show the nature and amount of the estimated revenues of the Municipality as set forth in the budget adopted for the previous year and the nature and amount of the revenues received for and on account of the current year.  
  
b) If the budget for the current year has not been adopted at the time an amount is borrowed under this by-law, the limitation on borrowing set out in section 3 shall be calculated for the time being upon the estimated revenues of the Municipality as set forth in the budget adopted for the previous year less all revenues received for and on account of the current year.
6. For purposes of this by-law the estimated revenues referred to in section 3, 4, and 5 do not include revenues derivable or derived from, a) any borrowing, including through any issue of debentures; b) a surplus, including arrears of taxes, fees or charges; or c) a transfer from the capital fund, reserve funds or reserves.
7. The treasurer be and is hereby authorized and directed to apply in payment of all or, any sums borrowed under this by-law, together with interest thereon, all or any of the moneys hereafter collected or received, either on account of or realized in respect of the taxes levied for, the current year and previous years or from any other source, that may be lawfully applied for such purpose.
8. Evidences of indebtedness in respect of borrowings made under section 1 shall be signed by the head of the council or conform to the treasurer or both of them.
9. The Bank shall not be responsible for establishing the necessity of temporary borrowing under this by-law or the manner in which the borrowing is used.
10. This by-law shall take effect on the final day of passing.

Enacted and passed this **9th** day of **January, 2017**.

® Registered trademark of Royal Bank of Canada.

\_\_\_\_\_  
Head of Council

\_\_\_\_\_  
Clerk

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** January 9, 2017

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

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

That the “Budget Versus Actual – Operating Update” report is presented to Council for information purposes only.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

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**Councillor:** Jacques Massie

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**Councillor:** Brian Caddell

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**Councillor:** Jeff Manley

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**Councillor:** Michel Depratto

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**Councillor:** Carma Williams

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**Mayor:** Chris McDonell

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**Section 8 Item b**



8(b)

TOWNSHIP OF NORTH GLENGARRY

STAFF REPORT

Date: January 9, 2017

To: Mayor and Council

From:   
Johanna Levac (Annie) Treasurer

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Daniel Gagnon  
CAO/Clerk

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Re: Budget Versus Actual - Operating Update

Discussion: To provide the budget vs actual from January 1<sup>st</sup>, 2016 to December 15<sup>th</sup>, 2016.

The attached operating budget reports are being reviewed with the department heads on an on-going basis for accuracy. The overall revenues are on target as well as the overall expenses. I have highlighted areas for your review which are attached to this report.

Recommendation: That the "Budget Versus Actual - Operating Update" report is presented to council for information purposes only.

2016 Budget vs Actual Revenues - OPERATING  
As at December 15, 2016

Section	REVENUE Budget Operating	REVENUE Actual Operating Received	REVENUE Dollar surplus (deficit)	Red Flag	Variance % Received		
1	Payments in Lieu	70,200	70,000	-200		100	
2	Penalties & Interest	340,000	376,217	36,217		111	
3	Unconditional Grants	2,187,500	2,187,500	0		100	
4	Conditional Grants	443,913	421,265	-22,648		95	
5	Receivable - Drainage Supt.40,000 & Drain Maintenance Grant 209,979	249,979	0	-249,979		0	<i>see municipal drain revenues below</i>
6	Fees & Charges	104,300	135,208	30,908		130	<i>Sale of surplus land 12,651</i>
7	Community Development - (Canada Day Grant 7,500 & Gala 12,500)	20,000	20,000	0		100	
8	Fire Department	36,000	95,168	59,168		264	<i>chargebacks -open air burning/ vehicle fires/MTO claims...</i>
9	Building & By-Laws	109,500	207,232	97,732		189	<i>increase in building permits</i>
10	Septic Systems	20,000	18,146	-1,854		91	
11	Protective Inspection	31,500	28,956	-4,544		86	<i>expenses are lower</i>
12	Ambulance	24,315	25,044	729		103	
13	Roads Department	181,623	196,065	14,442		108	<i>additional 16,869 hydro one incentive street light program</i>
14	Landfill	819,450	817,768	-1,682		100	
15	RARE Plant	795,977	826,303	30,326		104	
16	RARE Plant	143,000	157,372	14,372		110	<i>receivable 3rd &amp; 4th instalment - Stewardship Ont Incd 75,816</i>
17	Maxville Complex	274,137	238,677	-35,460	XX	87	<i>expenses are lower</i>
18	Island Park	44,940	45,262	322		101	
19	Glengarry Indoor Sports Complex	103,624	109,765	6,141		106	
20	Planning	47,000	43,478	-3,522		93	
21	Agriculture & Drainage (see expense offset)	420,321	717	-419,604		0	
22	Tire Drainage (see expense offset)	127,710	97,866	-29,844		77	
23	Transfer from Reserves	609,522	604,522	-5,000		99	
		<b>7,204,511</b>	<b>6,720,531</b>	<b>-483,980</b>			
24	Drain Maintenance Grant Receivable (see expense offset)	-209,979	0	209,979			
25	Agriculture & Drainage (see expense - offset)	-420,021	-677	419,344			
26	Tire Drainage (see expense - offset)	-127,710	-97,866	29,844			
<b>27</b>		<b>6,446,801</b>	<b>6,621,988</b>	<b>175,187</b>		<b>103</b>	
<b>28</b>	<b>Municipal Drain - Revenues</b>						
	Municipal Drain Maintenance to be charged on Tax Roll	-420,021					
	Drain Maintenance 1/3 Grant	-209,979					
		-630,000					
<b>29</b>	<b>To Be Financed</b>						
	Fire Department - NG Pumper Truck	350,000					
	Building Department - Vehicle	30,000					
		380,000					

Recommendation - financing not required in view of increased building permit revenues

**2016 Budget vs Actual Expenses - OPERATING**  
As at December 15, 2016

Section	EXPENSES Operating Budget	EXPENSES Operating Actual Spent	EXPENSES Dollar surplus (deficit)	Red Flag	Variance % Spent
1 Council	165,000	156,614	8,386		95
2 Administration	1,126,464	1,094,043	32,421		97
3 Community Development - (Canada Day Grant 7,500 & Gala 12,500 & July 1st 8,000)	38,000	36,413	1,587		96
4 Economic Development	178,807	177,933	874		100
5 Protection to Person & Property	741,400	836,002	-94,602	XX	113
6 Building & By-Laws	287,200	238,911	48,289		83
7 Septic Systems	20,000	14,368	5,632		72
8 Protective Inspection & Control	29,620	25,154	4,466		85
9 Ambulance	3,000	295	2,705		10
10 Conservation Authority	110,000	105,052	4,948		96
11 Community Emergency Measures	7,700	1,206	6,494		16
12 Roads	2,903,130	2,603,305	299,825		90
13 Garbage Collection	464,500	444,755	19,745		96
14 Landfill Sites	543,106	530,692	12,414		98
15 Recycling (RARE)	1,023,607	913,481	110,126		89
16 Other Contributions	427,022	421,834	5,188		99
17 Recreation Buildings - Water Legislation	14,000	2,444	11,556		17
18 Maxville Complex	579,525	478,971	100,554		83
19 Island Park	266,025	231,416	34,609		87
20 Glengarry Indoor Sports Complex	204,860	162,246	42,614		79
21 Library	13,000	9,454	3,546		73
22 Planning & Development	97,200	98,503	-1,303		101
23 Agriculture & Drainage	96,120	40,087	56,033		42
24 Drain Maintenance new drains - Bureau Road	630,000	137,268	492,732		22
25 Tile Drainage (see expense offset)	127,710	92,866	34,844		73
	<b>10,096,998</b>	<b>8,853,313</b>	<b>1,243,683</b>		<b>88</b>
26 Agriculture & Drainage - see revenue offset	-630,000	-137,268	-492,732		
27 Tile Drainage - see revenue offset	-127,710	-92,866	-34,844		
28	<b>9,339,286</b>	<b>8,623,179</b>	<b>716,107</b>		<b>92</b>

*redefining costs (capital costs) see offsetting rev*

<b>Municipal Drain - Expenses</b>	
Municipal Drain Maintenance	200,000
Bureau Road Municipal Drain	430,000
	<u>630,000</u>



**2016 Budget vs Actual Revenues - OPERATING - WATERWORKS DEPARTMENT**  
 As at December 15, 2016

		REVENUE	REVENUE	REVENUE		
		Budget	Actual	Dollar	Red	Variance
Section		Operating	Operating	surplus	Flag	%
			Received	(deficit)		Received
1	Water - Alexandria - Domestic	1,020,000	958,327	-61,673		94
2	Water - Alexandria - Commercial	560,000	586,622	26,622		105
3	Water - Glen Robertson	36,000	31,172	-6,828		82
4	Penalty & Interest	20,000	19,377	-623		97
5	Other Income	10,000	11,882	1,882		119
6	Sewer Fees - Alexandria	865,000	850,282	-14,718		98
7	Sewer Fees - Maxville	156,000	152,977	-3,023		98
8	Water & Sewer Connection Fees	12,000	22,325	10,325		186
9	User Fees - Wetland Capital Recovery	15,000	15,210	210		101
10	Hydrant Rental	15,000	15,000	0		100
11	WSIB Insurance Claims	0	10,248	10,248		
12	Sale of Equipment	3,000	5,080	2,080		169
13	Transfer from Reserves	324,310	324,310	0		100
14		<b>3,038,310</b>	<b>3,002,812</b>	<b>-35,498</b>		<b>99</b>



**2016 Budget vs Actual Expenses - OPERATING - WATERWORKS DEPARTMENT**  
 As at December 15, 2016

Section		EXPENSES Operating Budget	EXPENSES Operating Actual Spent	EXPENSES Dollar surplus (deficit)	Red Flag	Variance % Spent
1	NGWD- Water Distribution Services	532,878	505,329	27,549		95
2	NGWT- Water Treatment Services	895,877	871,293	24,584		97
3	NGS - Sewer Services	986,940	857,499	129,441		87
4		<b>2,415,695</b>	<b>2,234,121</b>	<b>181,574</b>	↙	<b>92</b>

*staff is aware of this budget area  
 Transfer to Reserve 279,842 posted  
 Transfer to Reserve 178,225 posted*

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** January 9, 2017

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

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

That the "Investment Policy – Quarterly Report – October – December 2016" be accepted by Council for information purposes only.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

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**Councillor:** Jacques Massie

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**Councillor:** Brian Caddell

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**Councillor:** Jeff Manley

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**Councillor:** Michel Depratto

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**Councillor:** Carma Williams

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**Mayor:** Chris McDonell

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**Section 8 Item c**



8(c)

TOWNSHIP OF NORTH GLENGARRY

STAFF REPORT

Date: January 9, 2017
To: Mayor and Council Members
From: Johanna Levac (Annie) Treasurer

Daniel Gagnon
CAO/Clerk

Re: Investment Policy - Quarterly Report - October - December 2016

Discussion: On November 26th, 2007 an Investment Policy was authorized by council. The policy states that additional cash remain in the current account with the Royal Bank until such times as the rate of interest earned in an investment account is higher than what is earned on our operating account. We earn prime (2.700) less 1.700%. Please be advised of the following:

Table with 3 columns: Month, Interest Rate, Amount Earned. Rows for October, November, December, and a total row for 7,107.55.

In view of the interest rate offered external investments were not made for this quarter.

Recommendation: That the "Investment Policy - Quarterly Report -October - December 2016" be accepted by council for information purposes only.

**Section 9**

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

**Gerry Murphy**

**Section 10**

**PUBLIC WORKS**

**DEPARTMENT**

**Ryan Morton**



**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** January 9, 2017

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

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

THAT the Council of the Township of North Glengarry authorizes the CAO/Clerk and the Mayor to sign an agreement with the SEIU Local 2,

AND FURTHER, that the duration of the agreement shall be for the calendar year of 2017, 2018 and 2019.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

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**Section 10 Item a**

**TOWNSHIP OF NORTH GLENGARRY**

**STAFF REPORT**

**Date:** January 9<sup>th</sup>, 2017

**To:** Council

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

\_\_\_\_\_

Daniel Gagnon, CAO/Clerk

**Re: SEIU LOCAL 2 and the Township of North Glengarry Collective Agreement**

**Discussion:**

This report is being provided to Council in order to approve a contract between the SEIU local 2 and the Township of North Glengarry.

The SEIU employees operate and maintain the Township's water and wastewater treatment facilities and related infrastructure. Staff and SEIU representatives bargained over 3 separate dates and have achieved a successful outcome during the bargaining process that benefits the union members and the employer.

Much of the items agreed to simply brought the SEIU agreement in line with the CUPE agreement for the roads department.

As reported previously, the main items that were agreed upon are as follows;

- Wage Increase 2017-2019
  - The increase in wage rates was determined to be 3.4%, 1% and 1% respectively.
- Vacation
  - After 16 years of complete service, staff would be entitled to 25 working days of vacation.

- Floater Day
  - One floater day was added to bring the agreement in line with the roads dept.
- Work Hours
  - The staff currently work longer Monday to Thursday in order to leave at noon on Fridays.
  - The new agreement will see the staff work regular 7.5 hour shifts from Monday to Friday. This means that the department will be staffed all day on Fridays.

**Financial:**

The increase for 2017 wages will amount to approximately \$7,000 for 2017, \$2,000 for 2018 and roughly \$2,000 for 2019.

There is an expected level of service increase due to the change in hours which will positively impact project scheduling and the ability to address complaints or issues.

**Recommendation:**

THAT, the Council of the Township of North Glengarry authorizes the CAO/Clerk and the Mayor to sign an agreement with the SEIU Local 2,

AND FURTHER, that the duration of the agreement shall be for the calendar years of 2017, 2018 and 2019.

**Consultations:**

Dan Gagnon, CAO  
Dean MacDonald, Environmental Services Manager  
Annie Levac, Treasurer

**Attachments:**



## **Section 11**

# **CORRESPONDENCE**



11(a)

December 9, 2016

Sent via email

To: Ontario Municipalities

**Re: Richmond Hill Resolution - A Bank for Everyone – Support Postal Banking**

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Richmond Hill Town Council, at its meeting held on November 28, 2016, adopted the following resolution:

- a) That the Town of Richmond Hill encourages the Federal Government to review the Banking Act to allow postal banking at Canada Post;
- b) That the Town of Richmond Hill encourages the Federal Government to amend the Canada Post Act of 1981 to allow postal banking at Canada Post;
- c) That the Town of Richmond Hill encourages the Federal Government to instruct Canada Post to add postal banking as a service, with a mandate for financial inclusion either as a stand-alone bank or in cooperation with other financial organizations which may include the Business Development Bank of Canada (BDC);
- d) That the Town of Richmond Hill call on the federal government to instruct Canada Post to add postal banking, with a mandate for financial inclusion;
- e) That Council direct staff to forward this resolution to other local governments in Canada for whom contact information is readily available, requesting favourable consideration of this resolution to the Federation of Canadian Municipalities;
- f) And further, that Council direct staff to forward this resolution to:
  - 1. Leona Alleslev, Member of Parliament, Richmond Hill, Ontario 12820 Yonge Street, Suite 202, Richmond Hill, Ontario L4E 4H1, Canada;
  - 2. Majid Jowhari, Member of Parliament (Richmond Hill) 9140 Leslie Street, Unit 407 Richmond Hill, Ontario L4B 0A9, Canada;
  - 3. Clark Somerville, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario K1N 5P3;
  - 4. Other local governments in Canada for whom contact information is readily available;

.../2

December 9, 2016  
Page 2

5. The Federation of Canadian Municipalities;
6. Judy Foote, Minister of Public Services and Procurement, Rm 18A1,  
11 Laurier Street Phase III, Place du Portage, Gatineau, QC, K1A 0S5;
7. Mike Palecek, President, Canadian Union of Postal Workers, 377 Bank  
Street, Ottawa, Ontario, K2P 1Y3.

In accordance with Council's directive, please find attached a copy of the Council endorsed member motion.

If you have any questions, please contact the Office of the Clerk, at 905-771-8800.

Yours sincerely,



Stephen M.A. Huycke  
Director of Council Support Services/Town Clerk

Attachment

cc: Leona Alleslev, Member of Parliament - Richmond Hill  
Majid Jowhari, Member of Parliament- Richmond Hill  
Clark Somerville, President, Federation of Canadian Municipalities  
Judy Foote, Minister of Public Services and Procurement  
Mike Palecek, President, Canadian Union of Postal Workers





# MEMBER MOTION

## Section 5.4.4(b) of Procedure By-law

**Meeting:** Committee of the Whole  Council   
**Meeting Date:** November 28, 2016  
**Subject/Title:** A bank for everyone – Support postal banking  
**Submitted by:** Councillor Muench

Whereas the Federal Government's Canada Post Review will conclude, in the spring of 2017, with the government announcing decisions on the future of Canada Post, including whether or not to create a new service and revenue stream through postal banking;

Whereas there is an urgent need for this service because thousands of rural towns and villages do not have a bank;

Whereas nearly two million Canadians desperately need alternatives to high interest charging payday lenders including our residents in Richmond Hill;

Whereas postal banking helps keep post offices viable and financial services accessible in many parts of the world;

Whereas postal banking has the support of over 600 municipalities and close to two-thirds of Canadians (Stratcom poll, 2013);

Whereas residents and businesses of Richmond Hill rely on mail service and see postal banking as an opportunity to improve the financial position of Canada Post while allowing the organization to continue its important service to Canadians including Richmond Hill without subsidy;

Whereas small business in Richmond Hill and throughout Canada require more and different forms of banking services to assist in venture capital growth as well as other financial needs currently not being serviced;

Whereas the Federal Government has prioritized, communicated, promoted, encouraged and challenged Canadians to be innovative, postal banking will allow customers of Canada Post to have access to banking services that will enhance productivity and quality of life for all stakeholders;

Therefore Be It Resolved:

- a) That the Town of Richmond Hill encourages the Federal Government to review the Banking Act to allow postal banking at Canada Post;

.../2

- b) That the Town of Richmond Hill encourages the Federal Government to amend the Canada Post Act of 1981 to allow postal banking at Canada Post;
- c) That the Town of Richmond Hill encourages the Federal Government to instruct Canada Post to add postal banking as a service, with a mandate for financial inclusion either as a stand-alone bank or in cooperation with other financial organizations which may include the Business Development Bank of Canada (BDC);
- d) That the Town of Richmond Hill call on the federal government to instruct Canada Post to add postal banking, with a mandate for financial inclusion;
- e) That Council direct staff to forward this resolution to other local governments in Canada for whom contact information is readily available, requesting favourable consideration of this resolution to the Federation of Canadian Municipalities;
- f) And further, that Council direct staff to forward this resolution to:
  - i) Leona Alleslev, Member of Parliament, Richmond Hill, Ontario  
12820 Yonge Street, Suite 202, Richmond Hill, Ontario L4E 4H1, Canada;
  - ii) Majid Jowhari, Member of Parliament (Richmond Hill) 9140 Leslie Street, Unit 407 Richmond Hill, Ontario L4B 0A9, Canada;
  - iii) Clark Somerville, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario K1N 5P3;
  - iv) Other local governments in Canada for whom contact information is readily available;
  - v) The Federation of Canadian Municipalities;
  - vi) Judy Foote, Minister of Public Services and Procurement, Rm 18A1, 11 Laurier Street Phase III, Place du Portage, Gatineau, QC, K1A 0S5;
  - vii) Mike Palecek, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3.

<p>Moved by: Councillor Muench</p> <p>Seconded by:</p>
--



# TOWNSHIP OF McMURRICH / MONTEITH

District of Parry Sound  
P.O. Box 70 31 William Street  
Sprucedale, Ontario P0A 1Y0  
Phone 705-685-7901 Fax 705-685-7393

[www.mcmurrichmonteith.com](http://www.mcmurrichmonteith.com) E-Mail: [clerk@mcmurrichmonteith.com](mailto:clerk@mcmurrichmonteith.com)

Reeve: Joanne Griffiths

Clerk/Treasurer: Cheryl Marshall

11 (b)

December 12, 2016

The Honourable Kathleen Wynne  
The Honourable Brad Duguid  
The Honourable Bob Chiarelli  
Norm Miller, MPP for Parry Sound-Muskoka  
Association of Municipalities of Ontario (AMO)  
Federation of Northern Ontario Municipalities (FONOM)  
Rural Ontario Municipal Association (ROMA)  
All Ontario Municipalities

Reference: Resolution 2016-338

Please be advised that Council has passed the following resolution at their Regular Council meeting held December 5, 2016 for your consideration.

2016-338

Moved by: Daniel O'Halloran

Seconded by: Ron Walton

**WHEREAS** the Fire Protection and Prevention Act, 1997, legislates that fire prevention, public education and fire protection services are mandatory municipal responsibility;

**AND WHEREAS** there are a total of 449 Fire Departments operating in the province comprised of 32 Full-Time Firefighters, 19,347 Volunteer Firefighters and 343 Part-Time Firefighters staffing these departments;

**AND WHEREAS** the fire service represents a significant percentage of small, rural and northern municipalities' managed capital assets;

**AND WHEREAS** the Municipal Fire Department and associated assets represent critical municipal infrastructure;

**AND WHEREAS** there are currently no funding opportunities available from the Provincial or the Federal Government for the equipment, training, maintenance, operating or capital requirements of local fire departments;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Township of McMurrich/Monteith hereby petition the Provincial Government to recognize the municipal fire service as critical infrastructure by including funding for Fire Department infrastructure as part of the Provincial Governments Infrastructure Strategy to Move Ontario Forward;

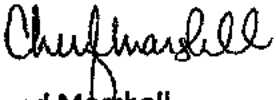
**AND FURTHER** that a copy of this resolution be sent to the Premier of Ontario, the Minister of Economic Development, Employment and Infrastructure, Norm Miller, MPP for Parry Sound-Muskoka, the Association of Municipalities of Ontario (AMO), the Federation of Northern Ontario Municipalities (FONOM), the Rural Ontario Municipal Association (ROMA) and all Ontario municipalities.

Carried



If you have any questions please do not hesitate to contact our office.

Yours truly,

A handwritten signature in black ink that reads "Cheryl Marshall". The signature is written in a cursive style with a large, prominent initial "C".

Cheryl Marshall  
Clerk/Treasurer

11(c)



MINUTES OF THE MONDAY NOVEMBER 21, 2016  
CIP APPROVALS COMMITTEE (CIPAC) MEETING

A meeting of the CIP Approvals Committee (CIPAC) held on Monday November 21, 2016, at 5:00 p.m. at the Township Office, 90 Main Street South, Alexandria.

PRESENT: Karen Davison Wood, Committee Chair  
Daniel Gagnon, CAO  
Michael Madden, Alexandria & District Chamber of Commerce  
Jeff Manley, Councillor  
Kerri Strotmann, EDO

REGRETS: Nathalie-Anne Bussière Arts, Culture Heritage Committee  
Deirdre Hill, Maxville & District Chamber of Commerce  
Gerry Murphy, Chief Building Officer  
Carma Williams, Councillor

**1. CALL TO ORDER**

The meeting was called to order at 5:04p.m.

**2. ACCEPT AGENDA**

Moved by: Jeff Manley

Seconded by: Michael Madden

That the Agenda of the CIP Approvals Committee meeting of November 21, 2016, be accepted.

Carried.

**3. DECLARATIONS OF CONFLICT OF INTEREST**

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

**4. RATIFY THE MINUTES OF OCTOBER 17, 2016**

Moved by: Jeff Manley

Seconded by: Michael Madden

That the minutes of the October 17, 2016, CIP Approvals Committee (CIPAC) meeting be accepted as presented.

Carried.

## 5. AGENDA ITEMS

### a. Composition of the CIPAC and presence of members

- Daniel confirmed that the CBO will provide comments on the applications prior to the meeting and when necessary, Jacob Forget, Inspector, will attend the CIPAC meetings.

### b. Mill Square Crosswalk – Update

- Kerri provided the committee with an update on the Mill Square crosswalk.
  - Due to the temperature, the red thermoplastic coating will be applied in the spring.
  - The white strips on either side have been added.
  - The courtesy crosswalk signs have been ordered.
- In spite of a reduction in speed to 40km, vehicles are still travelling too fast. The committee suggests the temporary installation of the digital speed recording signs used by the OPP. They also suggest finding volunteers to slow traffic, as was done in the past by the Alexandria Business Association.

### c. Re-Painting of clay brick - Update

- At the request of the committee, Kerri contacted each of the owners requesting access to CIP funding to paint/repaint the clay brick facing material. Each of the owners was informed of the CIPAC's willingness to work with them on a solution to improving their building and that repainting may be considered on a case-by-case basis provided a professional assessment is submitted as part of the CIP application.
- **3 Main Street South, Maxville (LCBO)**  
Oct 28, 2016: Voicemail left for Mr. Ron Metcalfe followed by an email stipulating that the committee is willing to consider the repainting of existing painted brick, provided a written assessment by a professional is submitted. The owner was also informed that the original unpainted brick on parapet may not be painted.
- **17 – 19 Main Street South, Alexandria**  
Oct 28, 2016: Kerri spoke to the owner, M-J Decoste. The owners had Keith Kennedy, Historical Mason, evaluate the condition of the brick. The verbal report confirmed that the brick could be painted, but not cleaned as the paint is helping to maintain the cohesiveness of the deteriorating brick. Kerri informed the owner that a written assessment will be required when the CIP application to repaint the brick is submitted.
- **28 Main Street North, Alexandria**  
Nov 14, 2016: Kerri met with the owner, R. Decoste. Keith Kennedy, Historical Mason confirmed the brick is in good shape with a few repairs and some repointing required. The owner will not pursue the painting of the brick.

### d. Approval of CIP Grant Payment

- i) 5 - 7 Main Street South, Alexandria

Moved by: Jeff Manley

Seconded by: Michael Madden

That the CIP project at 5 - 7 Main Street, Alexandria, has been completed as per the plans approved by Council on March 29, 2016, and as per the requirements of the Letter of Agreement for the Municipal Incentive Program signed by the applicant on May 5, 2016. A total of \$9,285.35 shall be paid to Vaella Holdings Inc. (Jean Vaillancourt), representing:

- 1) The sum of **\$785.35** (Seven Hundred and Eighty-Five dollars and Thirty-Five cents), 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 May 13, 2016, in the amount of \$392.68. The second installment of \$392.67 is to paid;
- 2) The sum of **\$5,000.00** (Five Thousand dollars), in the form of a **Building Improvement and Infill Grant (Program B)**;
- 3) The sum of up to **\$1,500.00** (One-Thousand Five-Hundred dollars), in the form of a **Commercial Signage Grant (Program C)** ;
- 4) The sum of up to **\$2,000.00** (Two-Thousand dollars), in the form of a **Landscaping Grant (Program D)**;
- 5) 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.

**e. Review of Projects Submitted**

**i) 8 Main Street North, Alexandria (A. Bauer)**

Further to the application submitted to the October CIPAC meeting for lighting over the CIP-approved commercial sign, emails were sent on October 20<sup>th</sup> and November 17<sup>th</sup> requesting additional information.

**ii) 17 - 19 Main Street South, Alexandria (R. & M-J. Decoste)**

On October 24, 2016, Resolution #3 was adopted by Council approving the grant application and the interest-free municipal loan. On November 15<sup>th</sup>, both Letters of Agreement were signed and the cheque for the municipal loan issued.

**iii) 69 Main Street South, Alexandria (C. Paulenco)**

On October 4, 2016, a meeting was held with the owner to discuss her CIP approved project and her intention to proceed. The owner was also sent written confirmation that the approved grant was reduced by 30% to account for personal labour. A follow-up email was sent on November 17<sup>th</sup> to determine whether the owner intends to proceed with the project.

**iv) 20 Main Street South, Maxville**

There have been no developments with this project as Daniel Gagnon has been unable to meet with the owner.

**i) 28 Main Street North, Alexandria**



Project:

Repainting the woodwork; New storefront window; Restoration of transom windows and two new antique-inspired entry doors, Repair and repoint bricks; Repair to entry steps.

Moved by: Michael Madden

Seconded by: Jeff Manley

That the Community Improvement Plan Approvals Committee (CIPAC) recommends to Council the approval of the below-listed elements of the project, as they demonstrate the restoration of one of the original "red brick district" heritage buildings that respects the CIP design guidelines and the original characteristics of this important edifice.

- Preparation and painting of the woodwork, cornice, window frames, 2<sup>nd</sup> floor doors and arches in black;
- Repair and replacement of storefront window.
- Restoration of original transom windows above the entrance doors;
- Replace 2 entrance doors with antique-looking black doors and hardware;
- Re-point and repair red brick
- Cement work to front entry steps, including interlock

The following considerations accompany the favourable recommendation:

- 1) That new civic address signs in the style adopted by the municipality for the purposes of the CIP, be incorporated into the project.

Incentive Program	Project (s)	Grant Request	CIPAC Recommendation
A. Planning & Design Grant			
B. Building Improvement & Infill Grant	-Preparation and painting of the woodwork, cornice, window frames, 2 <sup>nd</sup> floor doors and arches in black; -Repair and replacement of storefront window. -Restoration of original transom windows above the entrance doors; -Replace 2 entrance doors with antique-looking black doors and hardware; Re-point and repair red brick	\$6,469.25 representing 50% of the building improvement work for the front facade	\$5,000.00 representing the maximum grant allotted for building improvements to the front façade under Program B.
C. Commercial Signage, Civic Address Signage & Commercial Awning Grant			
D. Landscaping & Public Art Grant	-Cement work to front entry steps, including interlock	\$1,695.00 representing 50% of the cost of the landscaping.	\$1,695.00 representing the amount allotted for landscaping under program D
E. Building Permit Fee Grant		Up to \$750, pending confirmation from Building Department	Up to \$750
F. Tax Increment Grant	To leverage the increased assessment and property taxation for work directly attributable to the CIP	TBD	TBD pending MPAC reassessment upon completion of the work.
G. CIP Municipal Loan Program	For work eligible under Program B.	Between \$5,000 and \$10,000	Between \$5,000 and \$10,000

**TOTAL PROJECT COST: \$16,328.50**  
**TOTAL ELIGIBLE GRANT: \$6,695.00 + Building Permit Fee Grant**  
**TOTAL ELIGIBLE LOAN: \$5,000 - 10,000**

Carried

f. **Amendments to CIP**

Deferred to a subsequent meeting.

**6. NEW BUSINESS**

There was no new business to discuss.

**7. CORRESPONDENCE**

- Invitation to Grand Opening of Left & Write Paperie

**8. NEXT MEETING**

The next meeting of the CIPAC will take place on Monday December 5, 2016 at 5:00p.m. at the Township Office.

**10. ADJOURNMENT**

The meeting was adjourned at 5:50p.m.

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Recording Secretary – Kerri Strotmann

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Chair – Karen Davison Wood

11(d)

**RECREATION ADVISORY COMMITTEE**

**Tuesday, November 22, 2016**

The meeting of the Recreation Advisory Committee of Tuesday, November 22, 2016 was called to order at 4:00 p.m. at the Glengarry Sports Palace.

**PRESENT:**      **Chairman & Councillor** – Michel Depratto  
                  **Mayor** – Chris McDonell  
                  **Councillor** – Carma Williams  
                  **Member at large** - France Brunet  
                  **Councillor** – Brian Caddell  
                  **Councillor** – Jeff Manley  
                  **Councillor** – Jacques Massie  
                  **CAO/Clerk** – Daniel Gagnon  
                  **Member at large** - Bob Linney  
                  **Member at Large** – France Brunet  
                  **Director of Community Services** - Anne Leduc  
                  **Administrative Assistant** – Chloe Crack  
                  **Leadhand Maxville** – Jerome Andre

**1) CALL MEETING TO ORDER**

Meeting was called to order at 4:00 p.m.

**2) ADDITIONS, DELETIONS OR AMENDMENT**

None were noted

**3) ADOPTION OF THE AGENDA**

That the agenda of the Recreation Committee meeting of November 22, 2016 be accepted as amended. Addition of MRAC minutes under Correspondence.

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

**4) DECLARATIONS OF CONFLICT OF INTEREST**

No conflicts were noted.

**5) ADOPTION OF PREVIOUS MINUTES**

That the minutes from the Recreation Committee meeting on Tuesday September 6, 2016 be accepted as circulated.

**Moved by: France Brunet**                      **Seconded by: Carma Williams**                      **Carried**

## 6) AGENDA ITEMS

### a. Welcome – Director of Community Services

The Chairman of the board introduced and welcomed the new Director of Community Services, Anne Leduc.

### b. Budget

The Administrative Assistant presented the budget and informed the members of the board that we are still trending in the right direction and that we should stay within budget by the end of the year.

**Moved by: France Brunet**

**Seconded by: Carma Williams**

**Carried**

### c. Draft Budget 2017

Due to her recent start with the Township of North Glengarry, the Director of Community Service will have the Draft 2017 Budget prepared by the next meeting. She will be sitting down with the Administrative Assistant and the Leadhands to get it completed.

### d. Island Park – Trillium Funding Update

The Director of Community Services updated the committee that the pathways at Island Park were completed, vandalized and repaired. She met with a contractor about the backfilling the pathways with sand for support before the winter season. The work should be completed by next week.

### e. Island Park – Mill Pond EOS System / Monitoring

The Director of Community Services met with the company and arranged for the antenna to be taken out of the water and winterized. They will be pulling the data and preparing a report. She informs the committee that since there was no tracking done six months prior to the install back in 2007, it is difficult to properly measure the benefits of this system.

### f. Dome – Programming Update

The Director of Community Services informed the committee that the Dome will getting a new water fountain with a bottle refill station thanks to an anonymous donor. The Administrative Assistant informed the committee about the new women's volleyball league that will be starting November 30, 2016 for 16 weeks. Equipment was purchased, we have 65 registrations, which means 8 teams and the feedback has been positive.

### g. Dome - Cleats

The Director of Community Services brought to the committee's attention that the recent use of cleats on the turf has caused damage to about 10 different locations on the turf. The turf's life expectancy is between 8-10 years in which we are currently on year 6. The Leadhand of the Dome contacted DoI Turf and was informed that to replace the entire turf would be approximately \$125,000 to \$130,000 and to fix the pre-existing damage would be between \$2,500 to \$5,000. The Director of Community Services is asking the committee permission to have a "No Cleats" policy in order to preserve the life expectancy of



the turf. The only proper shoe would be turf shoes or running shoes. The committee was in agreement and the request was carried. In the meantime Member at Large France Brunet was to ask at the Benson Centre in Cornwall what the policy was and she would circulate the answer by email.

Councillor Brian Caddell left at 4:49pm.

#### **h. LED Installation – Island Park & Dome**

The Director of Community Services informed the committee that LED lighting was being installed in the Maxville Sports Complex, hopefully by mid-December. Quotes were received to switch the lighting at Island Park and the Dome to LED. As it falls into the budget, the work should be completed by the end of November.

#### **i. Summer Camp 2017**

The Administrative Assistant presented the Revenue & Expenses Statement to the committee. The camps were very well organized and positive feedback was received throughout the summer. We will be looking at partnering with GIAG for 2017 if they are interested.

#### **j. Swish Sanitary Products**

The Director of Community Services mentioned that as a whole, the recreation department spends on average \$10,000 to \$12,000 on sanitary products a year. Pricing was received from Swish and after doing a comparison with our current supplier, we would be saving 37% by switching to Swish. The Director of Community Services reached out to our current supplier and they said the best they could do is reduce their pricing by 10%. The Board asked the Director to contact the current supplier once more to try to obtain a revised submission from them and that if the pricing is still not competitive that the switch should be made.

#### **k. Dalkeith Play Structure**

The play structure in Dalkeith was condemned for safety issues and was scheduled to be removed by the Contractor that is doing the work on the ramp at the Dalkeith Community Centre. Discussion about moving the replacement play structure to the Dalkeith Community Centre was brought up but no final decision was made.

#### **l. Entrance to Dalkeith Community Centre**

Improvements were made to the Dalkeith Community Centre. The double door was replaced by a single door with a sidelight. The automatic push plate for the door will be installed on the right hand side of the door and the ramp was extended/widened to offer better accessibility for people entering and leaving the hall. Member at Large Bob Linney informed the committee that the Dalkeith Recreation Association were not made aware that the work was being done and that there should be better communication between RAC and MRAC.

Councillor Jacques Massie left at 5:15p.

## 7) PENDING BUSINESS

The Director of Community Services is asking the committee for more time to work on the policies. Member at Large Bob Linney would like to know what fields were worked on in the Fall.

## 8) CORESSPONDANCE

### MRAC Minutes

Recognizing that there is no change required in the approved 2016 Capital Funds budget for recreation associations, that the Capital Funds transfers recommended by the Municipal Recreation Associations Committee (MRAC) in the meeting minutes from September 21st, 2016 be recommended to Council for adoption as follows:

From Greenfield Recreation Association to Dalkeith Recreation Association:	\$ 500.00
From Glen Sandfield Recreation Association to Dalkeith Recreation Association:	\$1,158.99
From Maxville Recreation Association to Dalkeith Recreation Association:	\$ 470.00
From Alexandria Recreation Association to Dalkeith Recreation Association:	<u>\$1,000.00</u>
Total:	\$3, 128.99

Moved by: Bob Linney

Seconded by: Carma Williams

**Carried.**

Recognizing that there is no change required in the approved 2016 Capital Funds budget for recreation associations, that the request from Glen Robertson to establish a dedicated fund for the outdoor rink project incorporating the \$ 6,000 allocated for the 2016 fiscal year be recommended to Council for adoption.

Moved by: Bob Linney

Seconded by: Brian Caddell

**Carried.**

## 9) CLOSED SESSION BUSINESS

## 10) NEXT MEETING

The next meeting will be held on Tuesday December 13, 2016 at 4:00 pm at the Sandfield Centre.

## 11) ADJOURNMENT

Adjourned at 5:27 pm

Moved by: Bob Linney

Seconded by: Jeff Manley

Carried

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Chloe Crack – Recording Secretary

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Michel Depratto - Chair

# **Section 12**

## **NEW BUSINESS**

**Section 13**

**NOTICE OF MOTION**



## **Section 14**

### **QUESTION PERIOD**

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

**Section 15**

**CLOSED SESSION**

**BUSINESS**

## **Section 16**

**CONFIRMING BY-LAW**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** January 9, 2017

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

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

That the Council of the Township of North Glengarry receive By-law 02-2017; and

That Council adopt by-law 02-2017 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 02-2017 be read a first, second, third time and enacted in Open Council this 9<sup>th</sup> day of January 9<sup>th</sup>, 2017.

**Carried**

**Defeated**

**Deferred**

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**MAYOR / DEPUTY MAYOR**

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

**YEA**

**NEA**

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**Section 16 Item a**



16(a)

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

**BY-LAW 02-2017  
FOR THE YEAR 2017**

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

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

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

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

1. **THAT** the action of the Council at its regular meeting of January 9, 2017 in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law; and;
2. **THAT** the Mayor and the proper officers of the Township of North Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.
4. **THAT** where a "Confirming By-law" conflicts with other by-laws the other by-laws shall take precedence. Where a "Confirming By-Law" conflicts with another "Confirming By-law" the most recent by-law shall take precedence.

**READ** a first, second and third time, passed, signed and sealed in Open Council this 9<sup>th</sup> day of January 2017.

\_\_\_\_\_  
**Daniel Gagnon - CAO/Clerk**

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

I, hereby certify that the forgoing is a true copy of By-Law No. 02-2017, duly adopted by the Council of the Township of North Glengarry on the 9<sup>th</sup> day of January 2017.

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

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

**Section 17**

**ADJOURN**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** January 9, 2017

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

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

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

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

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**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

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**Section 17**