

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

**Monday May 13, 2019 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. CALL TO ORDER
2. DECLARATIONS OF PECUNIARY INTEREST
3. ACCEPT THE AGENDA (Additions/Deletions) (Jacques)
4. ADOPTION OF PREVIOUS MINUTES (Carma)
 - a) Regular Meeting of Council – April 23, 2019
5. DELEGATION(S)
6. STAFF REPORTS
 - CAO/Clerk's Department**
 - a) Violence and Harassment Policy (Brenda)
 - b) Letter of Support South Nation (Johanne)
 - Community Services Department**
 - c) CIP – 17 Main St North (Jeff)
 - d) Key information report – Outdoor Exercise Equipment (Michel)
 - Planning/Building & By-law Enforcement Department**
 - e) Zoning Amendment By-law Z-03-2019 (Johanne)
 - Public Work's Department**
 - f) Award Tender for 2 Pickup Trucks (Carma)
 - g) Award Tender for Aggregate (Brenda)
7. UNFINISHED BUSINESS
8. CONSENT AGENDA (Michel)
 - a) Arts, Culture & Heritage Committee Minutes – March 4, 2019
 - b) Community Development Committee Minutes – March 27, 2019
 - c) Arts, Culture & Heritage Committee Minutes – April 2, 2019
 - d) Community Development Committee Minutes – April 24, 2019
9. NEW BUSINESS
10. NOTICE OF MOTION

Next Regular Public Meeting of Council
Monday May 27, 2019 at 7:00 p.m. at the Centre Sandfield Centre, 102 Derby Street West,
Alexandria, Ontario.
Note: Meeting are subject to change or cancellation.
11. QUESTION PERIOD (limit of one question per person and subsequent question will be at the discretion of the Mayor/Chair).

12. CLOSED SESSION BUSINESS

13. CONFIRMING BY-LAW

a) By-law 17-2019 (Jeff)

14. ADJOURN (Jacques)

Section 1

CALL TO ORDER

Section 2

DECLARATIONS OF

PECUNIARY

INTEREST

Section 3

ACCEPT THE AGENDA

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 13, 2019

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday May 13, 2019.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 3

Section 4

ADOPTION OF PREVIOUS MINUTES

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 13, 2019

MOVED BY: _____

SECONDED BY: _____

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

Regular Meeting of Council – April 23, 2019

Carried	Defeated	Deferred
_____	_____	_____

MAYOR / DEPUTY MAYOR

	YEA	NEA
Deputy Mayor: Carma Williams	_____	_____
Councillor: Jacques Massie	_____	_____
Councillor: Brenda Noble	_____	_____
Councillor: Jeff Manley	_____	_____
Councillor: Michel Depratto	_____	_____
Councillor: Johanne Wensink	_____	_____
Mayor: Jamie MacDonald	_____	_____

Section 4

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

REGULAR MEETING OF COUNCIL

**Tuesday April 23, 2019 at 7:00 p.m. – Council Chambers
102 Derby Street West, Alexandria, On K0C 1A0**

A Regular meeting of the Municipal Council was held on April 23, 2019 at 7:00 p.m., with Mayor Jamie MacDonald presiding.

PRESENT: **Deputy Mayor** – Carma Williams
Councillor at Large – Jacques Massie
Councillor (Lochiel Ward) – Brenda Noble
Councillor (Kenyon Ward) – Jeff Manley
Councillor (Alexandria Ward) – Michel Depratto
Councillor (Maxville Ward) – Johanne Wensink

ALSO PRESENT: **CAO/Clerk** - Sarah Huskinson
Deputy Clerk – Lise Lavigne
Administrative Assistant – Jena Doonan
Treasurer & Director of Finance – Kimberley Champigny
Director of Community Services – Anne Leduc

1. **CALL TO ORDER**
2. **DECLARATIONS OF PECUNIARY INTEREST**
3. **ACCEPT THE AGENDA (Additions/Deletions)**

Resolution No. 1

Moved by: Jacques Massie

Seconded by: Jeff Manley

That the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Tuesday April 23, 2019.

Carried

4. **ADOPTION OF PREVIOUS MINUTES**

Resolution No. 2

Moved by: Carma Williams

Seconded by: Michel Depratto

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

Regular Meeting of Council – April 8, 2019
Special Meeting of Council – April 9, 2019 –Strategic
Special Meeting of Council – April 9, 2019 with Township of South Glengarry
Committee of the Whole – April 17, 2019

Carried

5. **DELEGATIONS**

6. STAFF REPORTS

Community Services Department

a) 2018 Recreation Invoices

Resolution No. 3

Moved by: Brenda Noble

Seconded by: Michel Depratto

THAT Council receives Staff Report No. CS-2019-13; and

THAT Council approves the transfer of \$23,159.00 from the Recreation Reserve Fund to the 2019 Recreation Island Park Capital Budget for the payment of two outstanding invoices from 2018.

Carried

Anne Leduc, Director of Community Services updated Council on the Community Improvement Plan Open House scheduled for April 24th in Maxville and April 25th in Alexandria.

Treasury Department

b) By-law 15-2019 – Tax Rate By-law

Resolution No. 4

Moved by: Jeff Manley

Seconded by: Jacques Massie

THAT the Council of the Township of North Glengarry receives by-law 15-2019 being a by-law to adopt the tax rates for the year 2019; and

THAT By-law 15-2019 be read a first, second and third time and enact in Open Council this 23rd day of April 2019.

Carried

Public Works Department

c) Maxville Water Project

Resolution No. 5

Moved by: Michel Depratto

Seconded by: Brenda Noble

THAT, the Council of the Township of North Glengarry receives the additional roadwork report,

AND FURTHER, that the Council of the Township of North Glengarry directs staff to proceed with the additional roadwork as indicated in the attached table,

AND FURTHER, that the \$488,082 identified in the attached table be funded through the project budget.

Carried

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

Strategic Plan Update
CAO/Clerk - 2019 Workplan
Community Services 2019 Workplan
Funding Update
Treasury 2019 Workplan
Planning/Building & By-law Enforcement 2019 Workplan
Fire 2019 Workplan
Art, Culture and Heritage Committee – Mar 4, 2019

Resolution No. 6

Moved by: Johanne Wensink **Seconded by:** Jeff Manley

THAT the Council of the Township of North Glengarry receives the Staff Reports from the consent agenda for information purposes only.

Carried

9. NEW BUSINESS

10. NOTICE OF MOTION – Next Meeting of Council, April 23, 2019

11. QUESTION PERIOD

12. CLOSED SESSION BUSINESS

Resolution No. 7

Moved by: Johanne Wensink **Seconded by:** Jeff Manley

Proceed "In Closed Session",

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

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

And adopt the minutes of the Municipal Council Closed Session meeting of April 8, 2019 and April 9, 2019.

Carried

Resolution No. 8

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

That we return to the Regular Meeting of Council at 8:08 p.m.

Carried

Resolution No. 9

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

THAT the Council of the Township of North Glengarry authorizes \$70,000 from the working fund reserve towards the purchase of 28 Kenyon Street East, Alexandria, in partnership with the

Township of South Glengarry and furthermore, that the Mayor and Clerk be authorized to sign all relevant documents.

Carried

13. CONFIRMING BY-LAW

a) By-law 16-2019

Resolution No. 10

Moved by: Carma Williams

Seconded by: Michel Depratto

That the Council of the Township of North Glengarry receive By-law 16-2019; and

That Council adopt by-law 16-2019 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 16-2019 be read a first, second, third time and enacted in Open Council this 23rd day of April, 2019.

Carried

14. ADJOURN

Resolution No. 11

Moved by: Michel Depratto

Seconded by: Brenda Noble

There being no further business to discuss, the meeting was adjourned at 8:12 p.m.

Carried

CAO/Clerk/ Deputy Clerk

Mayor / Deputy Mayor

Section 5

DELEGATIONS

Section 6

STAFF REPORTS

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 13, 2019

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2019-09;

And THAT the Council of the Township of North Glengarry approves the Workplace Violence and Harassment Policy.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

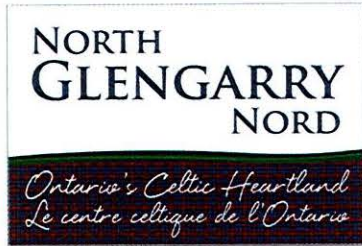
Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 6 Item a



STAFF REPORT TO COUNCIL

Report No: AD-2019-09

May 13, 2019

From: Sarah Huskinson – Chief Administrative Officer/ Clerk

RE: Violence and Harassment Policy

Recommended Motion:

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2019-09;

And THAT the Council of the Township of North Glengarry approves the Workplace Violence and Harassment Policy.

Background / Analysis:

Staff received training in the summer of 2019 on Workplace Violence and Harassment, however, Council had not approved the new policy. To ensure the Township has the most up to date policy, Staff are bringing the new policy to Council for approval. Once approved, it will be circulated to Staff, along with the complaint form.

Alternatives:

Option 1: That Council approves the Workplace Violence and Harassment Policy.

or

Option 2: That Council does not approve the Workplace Violence and Harassment Policy.

Financial Implications:

None.

Attachments & Relevant Legislation:

Workplace Violence and Harassment Policy

Bill 168

Others Consulted:

Senior Management Team

Joint Health and Safety Committee

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

Sarah Huskinson
Chief Administrative Officer/ Clerk

1. PURPOSE

The Corporation of the Township of North Glengarry (“the Township”) is committed to providing a safe and healthy workplace and the prevention of workplace violence and harassment. To that end, this policy has been developed to describe the principles that the Township will apply when considering issues of workplace violence and harassment, as well as the process that will be followed when addressing concerns. The Township will treat any complaint of workplace harassment or violence as a serious matter.

2. DEFINITIONS

“Committee Appointee” means any appointee to any Committee of the Township or any person acting for the Township on any committee.

“Domestic Violence” means the exercise of physical force that could cause physical injury, an attempt to exercise physical force that could cause physical injury, or a statement or behavior that is reasonably interpreted by its target as a threat to exercise physical force that could cause physical injury by a person who has a personal relationship with a worker, such as a spouse or former spouse, current or former intimate partner or a family member.

“Elected Official” includes any member of Council

“Joint Health and Safety Committee” means a committee of workers and management whose role it is to identify sources of danger or hazards to workers and make recommendations to the employer for the protection of workers’ safety.

“Member of the Public” means any individual who is in the workplace who is not a worker.

“Worker” means all full-time employees, part-time employees, unionized employees, non-union employees, elected officials, committee appointees, contractors, interns, supervisors and managers who perform work for or provide services to the Township.

“Workplace” means land, premises, location or thing at, upon, in or near which a worker works. The workplace could include work-related conferences, social gatherings, and even social media or the internet.

“Workplace Harassment” means engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome or workplace sexual

harassment. Workplace harassment does not include a reasonable action taken by an employer or supervisor relating to the management and direction of workers or the workplace.

“Workplace Sexual Harassment” means Engaging in a course of vexatious comment or conduct against a worker in a workplace because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome. Or, making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome.

“Workplace Violence” the exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury to the worker; or an attempt to use physical force against a worker, in a workplace, that could cause physical injury to the worker; or a statement or behavior that is reasonable for a worker to interpret as a threat to exercise physical force against the worker, in a workplace, that could cause physical injury to the worker.

3. PRINCIPLES

- Freedom from violence and harassment in the workplace is a fundamental right of all workers.
- The eradication of violence and harassment involves everyone.
- The efficient and fair handling of all complaints and other actions taken to resolve, prevent or address violence and harassment are necessary to ensure that the rights of individuals are not prejudiced or jeopardized.
- This policy is consistent with the *Occupational Health and Safety Act* and other relevant and applicable legislation.

4. GOAL

This goal of this policy is to establish measures and procedures to respond to risks, complaints, and instances of workplace violence and/or harassment and to ensure all workers are trained and provided appropriate information to understand and eliminate workplace violence and harassment.

5. SCOPE AND APPLICATION

This policy applies to all workers and also addresses instances of workplace violence or harassment perpetrated against workers by members of the public.

6. POLICY APPLICATION AND EXCLUSIONS

6.1 General Responsibilities of Workers

1. **Compliance:** It is the responsibility of all workers to comply with this policy at all times to protect themselves and others in the workplace from workplace violence and harassment;
2. **Cooperation:** It is the responsibility of all workers to fully cooperate in any investigation of complaints or incidents or breaches of this policy.

3. **Training:** It is the responsibility of all workers to participate in any training session conducted by the Township regarding this policy.

6.2 General Responsibilities of the Township

1. **Written Policy:** The Township shall prepare a policy with respect to workplace violence and workplace harassment.

This document satisfies that duty.

2. **Review of Written Policy:** The Township shall review the policy with respect to workplace violence and workplace harassment as often as is necessary, but at least annually.

It shall be the responsibility of the Joint Health and Safety Committee to undergo a review of this policy as often as is necessary, but at least annually and make recommendations to the CAO in accordance with that review.

3. **Posting of Policy:** This policy shall be in written form and shall be posted at a conspicuous location in the workplace.

It shall be the responsibility of each Supervisor to ensure this policy is posted at a conspicuous location within their department.

4. **Assessment of Risks of Violence:** The Township shall assess the risks of workplace violence that may arise in the workplace and reassess as often as is necessary to ensure that this policy and the program implementing this policy continue to protect workers from workplace violence.

Each department, under the leadership of the Supervisor, shall assess the risks of workplace violence that may arise from the nature of the workplace, the type of work or the conditions of the work. A Risk Assessment Form is attached as Schedule "A" to this policy. The assessment shall take into account circumstances that would be common to similar workplaces and circumstances specific to the workplace as well as possible mitigation that the employer can provide. A reassessment of the risks of workplace violence shall be conducted as often as is necessary to ensure that the policy continues to protect workers from workplace violence. The results of all risk assessments and reassessments shall be submitted to the Joint Health and Safety Committee and the CAO.

5. **Information and Instruction:** The Township shall provide workers with information and instruction that is appropriate for the worker on the contents of the policy and program with respect to workplace violence and harassment.

It shall be the responsibility of the CAO to ensure all workers are provided appropriate instruction and information regarding the Workplace Harassment Policy and Program.

6. **Information – Workplace Violence:** The Township shall provide information, including personal information, related to a risk of workplace violence from a person with a history of violent behaviour if the worker can be expected to encounter that person in the course of his or her work and the risk of workplace violence is likely to expose the worker to physical injury. The Township shall not disclose more personal information than is reasonably necessary in the circumstances to protect a worker from physical injury.

In circumstances where the risk of workplace violence is not imminent, it shall be the responsibility of the CAO or his/her delegate to determine what personal information, if any, shall be provided to workers to protect them from physical injury.

In circumstances where the risk of workplace violence is imminent, the worker with information about the risk shall disclose the personal information that is reasonably necessary to protect a worker from physical injury.

7. **Precautions – Domestic Violence:** If the Township becomes aware, or ought reasonably to be aware, that domestic violence that would likely expose a worker to physical injury may occur in the workplace, the Township shall take every precaution reasonable in the circumstances for the protection of the worker. This could include but is not limited to:
- Creating a safety plan
 - Contacting the police
 - Establishing enhanced security measures such as a panic button, code words, and door and access security measures
 - Screening calls and blocking certain email addresses
 - Setting up priority parking or providing escorts to your vehicle

It shall be the responsibility of the CAO or his/her delegate to determine what precautions, if any, shall be provided to workers to protect them from physical injury arising from domestic violence in the workplace.

8. **Reprisal:** This policy prohibits reprisals against workers who have made good faith complaints, provided information regarding a complaint or incident of workplace violence or harassment or who have followed the procedures outlined in the policy. Any worker who must leave the workplace due to, in their opinion, an imminent threat of violence will not be penalized with a loss of pay or other penalties.
- Employees who engage in reprisals or threats of reprisals may be disciplined up to and including dismissal from employment.
- In order to protect employees from possible reprisals, identifying information about any individuals involved shall not be disclosed unless the disclosure is necessary for the purpose of investigation or taking corrective action or is otherwise required by law.
- A worker who makes a false complaint or otherwise abuses this policy may be disciplined up to and including dismissal from employment. Such discipline is not a reprisal or breach of this policy.

9. **Program:** The Township shall develop and maintain a program to implement this policy with respect to Workplace Violence and Workplace Harassment.

The Program implementing this policy follows

7. WORKPLACE VIOLENCE PROGRAM

7.1 Control of Risks

The CAO and/or Supervisors shall take all reasonable precautions in the circumstances to control the risks of workplace violence (identified in the risk assessment or otherwise) that are likely to expose a worker to physical injury. This could include but is not limited to:

- a. Separating workers
- b. Removing an individual from the workplace
- c. Creating a safety plan
- d. Contacting the police
- e. Establishing enhanced security measures
- f. Screening calls and blocking certain email addresses
- g. Setting up priority parking

7.2 Summoning Immediate Assistance

Any worker who witnesses or experiences workplace violence or who feels in imminent danger shall:

- a. ensure they are in a safe location which may include leaving the workplace;
- b. if, in their opinion, the situation warrants, contact the police by dialing 911;
- c. follow the reporting procedures that follow

7.3 Reporting Workplace Violence

A worker shall report acts of workplace violence to the immediate Supervisor by completing an Incident Report Form (Schedule "B") as soon as is reasonably possible.

If the worker does not have a Supervisor or if the immediate Supervisor is the alleged perpetrator of the incident, the worker can submit the Incident Report Form to the CAO.

If the CAO is the alleged perpetrator, the worker can submit the Incident Report Form to the Mayor.

7.4 Investigation of Workplace Violence Complaint

All incidents and complaints of workplace violence shall be investigated by the Township. The Township shall commence an investigation of the complaint or incident within 5 days of receiving the Incident Report Form (or in the case of an incident, within 5 days of the Township becoming aware of the incident), unless it is unable to do so, in which case, the investigation shall be commenced as soon as reasonably possible. The investigation may include interviewing the individual filing the incident report, the individual against whom the report was made and any witnesses to the incident. The Investigator

may use the Investigation Form at Schedule "C" to report the outcome of the investigation. The Investigator may also produce some other written report that is appropriate in the circumstances. The Township may engage the services of an external investigator in appropriate circumstances.

Any identifying information about any individuals involved in the incident shall not be disclosed unless the disclosure is necessary for the purposes of investigating or taking corrective action with respect to the incident or complaint or is otherwise required by law.

The Township shall provide written notice within 10 days of the completion of the investigation to the complainant and the alleged perpetrator, if he or she is a worker, of the outcome of the investigation and any corrective action that has taken place and/or will take place.

7.5 Reporting Workplace Harassment

A worker shall report acts of workplace harassment to the immediate Supervisor by completing an Incident Report Form (Schedule "B") as soon as is reasonably possible.

If the worker does not have a Supervisor or if the immediate Supervisor is the alleged perpetrator of the incident, the worker can submit the Incident Report Form to the CAO.

If the CAO is an alleged perpetrator, the worker can submit the Incident Report Form to the Mayor.

7.6 Investigation of Workplace Harassment Complaint

All incidents and complaints of workplace harassment shall be investigated by the Township. The Township shall commence an investigation of the complaint or incident within 5 days of receiving the Incident Report Form (or in the case of an incident, within 5 days of the Township becoming aware of the incident), unless it is unable to do so, in which case, the investigation shall be commenced as soon as reasonably possible. The investigation may include interviewing the individual filing the incident report, the individual against whom the report was made and any witnesses to the incident. The Investigator may use the Investigation Form at Schedule "C" to report the outcome of the investigation. The Investigator may also produce some other written report that is appropriate in the circumstances. The Township may engage the services of an external investigator in appropriate circumstances.

Any identifying information about any individuals involved in the incident shall not be disclosed unless the disclosure is necessary for the purposes of investigating or taking corrective action with respect to the incident or complaint or is otherwise required by law.

The Township shall provide written notice within 1 week of the completion of the investigation to the complainant and the alleged harasser, if he or she is a worker, of the outcome of the investigation and any remedial or corrective action that has taken place and/or will continue to take place.

SCHEDULE "A" – HAZARD RISK ASSESSMENT FORM

This Form must be completed for each work area.

An occupational hazard is a thing or situation with the potential to harm a worker. Occupational hazards can be divided into three categories:

- Safety hazards that cause accidents that physically injure workers;
- Health hazards which result in the development of disease.
- Harassment or violence that take place in or effect employees in the workplace

Please see second page for an explanation of hazard ranking, and total risk.

Description of Work Area:	Assessment Performed By: Name: _____ Signature: _____	Date of Assessment:
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Description of Hazard or Unsafe Work Activity	Severity (1-3)	Probability of Incident Occurrence (1-3)	Frequency of Exposure (1-3)	Total (S+P+F)	Total Risk	Controls in Place			Follow-Up Action Required (If any)
						Engineering (e.g. remove/isolate hazardous material, ventilation, substitute)	Administrative (e.g. establish policy to reduce risk, training)	Personal Protective Equipment	

General Guidelines

Hazard ranking will be based upon the severity of the hazard, the probability of the incident occurring in the workplace, and the frequency of exposure to the hazard. Please refer to the following table regarding numerical application of hazard ratings. Please apply a rating based upon your best judgment of the workplace and workplace hazards.

	1	2	3
Severity	First-Aid required and/or minor property damage	Lost-time injury and or significant property damage	Permanent disability or fatality. Major property damage sustained
Probability of Incident	Unlikely to Occur	Could Occur	Imminent if not attended to
Frequency of Exposure	Rarely (less than one month)	Often (once a week or more)	Everyday

To compute a total please add columns: severity, probability of incident and the frequency of exposure for each hazard. Total risk is based upon these totals. A total of:

7, 8, 9 = High Risk – requires immediate attention

5 or 6 = Moderate Risk – requires attention.

3 or 4 = Low Risk – Monitor the hazard, ensure risk does not increase.

SCHEDULE "B" INCIDENT REPORTING FORM

PERSONAL INFORMATION OF THE INDIVIDUAL FILING THE INCIDENT REPORT			
NAME		PHONE/EX	
DEPARTMENT		EMAIL	
NATURE OF INCIDENT	<input type="checkbox"/> Harassment	<input type="checkbox"/> Violence	<input type="checkbox"/>
INDIVIDUAL NAMED AS INSTIGATING THE INCIDENT			
INCIDENT DETAILS	Date:	Time:	Location:
Explain the incident with as much detail as possible. Attach additional pages if necessary			
Did you ask the individual to stop the behaviour? <input type="checkbox"/> Yes <input type="checkbox"/> No		If not why not?	
WITNESS(ES)	NAME:	NAME:	
	CONTACT:	CONTACT:	
What action/result would you like to see as an outcome of this incident?			
NAME:	SIGNATURE:	DATE:	
<i>Identifying information about any individuals involved shall not be disclosed unless the disclosure is necessary for the purpose of investigation or taking corrective action or is otherwise required by law.</i>			
<p align="center">This incident report form should be sent in a sealed envelope to your Supervisor and/or the CAO. Where the individual named as the instigator is your Supervisor, the form should be sent to the CAO. Where the individual named as the instigator is the CAO, the form should be sent to the Mayor.</p>			

Cont'd Pg 2

SCHEDULE "C" INVESTIGATION FORM

SUPERVISOR/CAO USE				
NAME OF INVESTIGATOR		NAME OF INVESTIGATOR		
DEPARTMENT		DEPARTMENT		
Individuals interviewed (attached an additional page if needed)				
NAME:		NAME:		
CONTACT:		CONTACT:		
DATE OF INTERVIEW:		DATE OF INTERVIEW:		
NAME:		NAME:		
CONTACT:		CONTACT:		
DATE OF INTERVIEW:		DATE OF INTERVIEW:		
Did you find the complaint was substantiated?		<input type="checkbox"/> Yes		<input type="checkbox"/> No
Describe injuries if any				
Describe nature of threats if any				
Describe property damage if any				
Describe nature of harassment or inappropriate behaviour if any				
Explain what has been done to prevent a recurrence of a similar nature.				
Was disciplinary action taken?		<input type="checkbox"/> Yes		<input type="checkbox"/> No
Was a record of the action taken placed in the employee file		<input type="checkbox"/> Yes		<input type="checkbox"/> No
Is follow up or monitoring needed?		<input type="checkbox"/> Yes		<input type="checkbox"/> No
Was written notification of the outcome provided to:				
<input type="checkbox"/> Worker who filed the incident report	<input type="checkbox"/> Individual about whom the report was filed	<input type="checkbox"/> Supervisor	<input type="checkbox"/> CAO	<input type="checkbox"/> Other
NAME:		SIGNATURE:		DATE:
NAME:		SIGNATURE:		DATE:
<i>Identifying information about any individuals involved shall not be disclosed unless the disclosure is necessary for the purpose of investigation or taking corrective action or is otherwise required by law.</i>				

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 13, 2019

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2019-10;

And THAT the Council of the Township of North Glengarry directs staff to send letters of support to the Provincial Government in response to the April 5th Ministry of Environment, Conservation and Parks postings 013-5018 and 013-4992.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

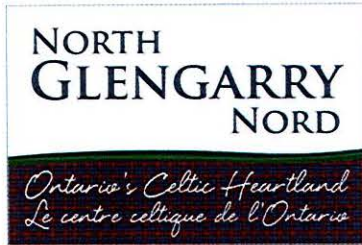
Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 6 Item b



STAFF REPORT TO COUNCIL

Report No: AD-2019-10

May 13, 2019

From: Sarah Huskinson – Chief Administrative Officer/ Clerk

RE: SNC Letters of Support

Recommended Motion:

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2019-10;

And THAT the Council of the Township of North Glengarry directs staff to send letters of support to the Provincial Government in response to the April 5th Ministry of Environment, Conservation and Parks postings 013-5018 and 013-4992.

Background / Analysis:

Staff received a letter from Bill Smirle, Chair of the Board of Directors for the South Nation Conservation Authority asking for assistance with submitting letters of support to the Provincial Government in response to the recent postings on the Environmental Registry. Comments to the postings are open until May 20, 2019.

Alternatives:

Option 1: That Council directs staff to send the letters of support to the Provincial Government.

or

Option 2: That Council does not direct staff to send letters of support to the Provincial Government.

Financial Implications:

None.

Attachments & Relevant Legislation:

Letter from Bill Smirle, Chair of the Board of Directors for South Nation Conservation Authority.

Draft copies of the support letters

Notice 013-4992 on the Environmental Registry of Ontario; 'Focusing conservation authority development permits on the protection of people and property'

Notice 013-5018 on the Environmental Registry of Ontario; 'Modernizing conservation authority operations – Conservation Authorities Act'.

Others Consulted:

None.



Sarah Huskinson
Chief Administrative Officer/ Clerk

Focusing conservation authority development permits on the protection of people and property

ERO (Environmental Registry of Ontario) number	013-4992
Notice type	Regulation
Act	Conservation Authorities Act, R.S.O. 1990
Posted by	Ministry of Natural Resources and Forestry
Notice stage	Proposal
Proposal posted	April 5, 2019
Comment period	April 5, 2019 - May 21, 2019 (46 days) Open

This consultation closes at 11:59 p.m. on:
May 21, 2019

Proposal summary

We are proposing a regulation that outlines how conservation authorities permit development and other activities for impacts to natural hazards and public safety. The proposed regulation will make rules for development in hazardous areas more consistent to support faster, more predictable and less costly approvals.

Proposal details

Description of the Regulation

Prohibited activities set out in Section 28 of the *Conservation Authorities Act* as amended by Schedule 4 of the *Building Better Communities and Conserving Watersheds Act*, 2017 include:

- Development in areas related to natural hazards such as floodplains, shorelines, wetlands and hazardous lands (i.e. lands that could be unsafe for development because of naturally occurring processes associated with flooding, erosion, dynamic beaches or unstable soil or bedrock); and
- Interference with or alterations to a watercourse or wetland.

The Ministry is proposing to create a regulation further defining the ability of a conservation authority to regulate prohibited development and other activities for impacts to the control of flooding and other natural hazards.

This regulation would replace *Ontario Regulation 97/04* which governs the content of conservation authority regulations under the current Section 28(1) of the Act, as well as all existing conservation authority regulations (*O.Reg. (Ontario Regulation) 42/06*, *O.Reg. (Ontario Regulation) 146-148*, *O.Reg. (Ontario Regulation) 150-153*, *O.Reg. (Ontario Regulation) 155-172*, *O.Reg. (Ontario Regulation) 174-182*, and *O.Reg. 319/09 (Ontario Regulation)*).

Consolidating and harmonizing the existing 36 individual conservation authority-approved regulations into 1 Minister of Natural Resources and Forestry approved regulation will help to ensure consistency in requirements across all conservation authorities while still allowing for local flexibility based on differences in risks posed by flooding and other natural hazards.

For the purposes of this regulation the Ministry is also proposing to:

- Update definitions for key regulatory terms to better align with other provincial policy, including: “wetland”, “watercourse” and “pollution”;
- Defining undefined terms including: “interference” and “conservation of land” as consistent with the natural hazard management intent of the regulation;
- Reduce regulatory restrictions between 30m.(meters) and 120m.(meters) of a wetland and where a hydrological connection has been severed;
- Exempt low-risk development activities from requiring a permit including certain alterations and repairs to existing municipal drains subject to the *Drainage Act* provided they are undertaken in accordance with the *Drainage Act* and *Conservation Authorities Act* Protocol;
- Allow conservation authorities to further exempt low-risk development activities from requiring a permit provided in accordance with conservation authority policies;

- Require conservation authorities to develop, consult on, make publicly available and periodically review internal policies that guide permitting decisions;
- Require conservation authorities to notify the public of changes to mapped regulated areas such as floodplains or wetland boundaries; and
- Require conservation authorities to establish, monitor and report on service delivery standards including requirements and timelines for determination of complete applications and timelines for permit decisions.

These regulations are a critical component of Ontario's approach to reducing risks posed by flooding and other natural hazards and strengthening Ontario's resiliency to extreme weather events.

Ensuring conservation authority permitting decisions focus and deliver on their core mandate of protecting people and property from flooding and other natural hazards is part of the government's **Made-in-Ontario Environment Plan** (<https://prod-environmental-registry.s3.amazonaws.com/2018-11/EnvironmentPlan.pdf>) to help communities and families prepare and respond to climate change. The proposed changes will also provide the business sector with a clear and consistent regulatory environment in which to operate and will help to make approval processes faster, more predictable and less costly.

As more extreme weather events occur that threaten our homes, businesses and infrastructure, it's important to ensure conservation authorities deliver on their core mandate for protecting people and property from flooding and other natural hazards. Improving the efficiency and effectiveness of these regulations is critical component of this government's strategy for strengthening Ontario's resiliency to extreme weather events.

Once established, the province is also proposing to bring into force un-proclaimed sections of the *Conservation Authorities Act* associated with conservation authority permitting decisions and regulatory enforcement.

The Ministry of the Environment, Conservation and Parks is consulting on a proposal to ensure that conservation authorities focus and deliver on their core mandate, and to improve the governance of conservation authorities. For more information, visit Environmental Registry notice **013-5018** (<https://ero.ontario.ca/notice/013-5018>).

Public consultation opportunity

Written comments and other feedback related to this posting can be sent directly to the Ministry of Natural Resources and Forestry via email to mnrwaterpolicy@ontario.ca

Supporting materials

Related links

[Conservation Authorities Act \(https://www.ontario.ca/laws/statute/90c27#BK43\)](https://www.ontario.ca/laws/statute/90c27#BK43)

Related ERO (Environmental Registry of Ontario) notices

[Modernizing conservation authority operations - Conservation Authorities Act \(/notice/013-5018\)](/notice/013-5018)

[Preserving and Protecting our Environment for Future Generations: A Made-in-Ontario Environment Plan \(/notice/013-4208\)](/notice/013-4208)

View materials in person

Some supporting materials may not be available online. If this is the case, you can request to view the materials in person.

Get in touch with the office listed below to find out if materials are available.

Natural Resources Conservation Policy Branch

300 Water Street

Peterborough , ON

K9J 8M5

Canada

[705-755-5375](tel:705-755-5375)

Comment

Let us know what you think of our proposal.

Have questions? Get in touch with the contact person below. Please include the ERO (Environmental Registry of Ontario) number for this notice in your email or letter to the contact.

[Read our commenting and privacy policies. \(/page/commenting-privacy\)](#)

Submit by mail

Alex McLeod

Natural Resources Conservation Policy Branch

300 Water Street

Peterborough , ON

K9J 8M5

Canada

Connect with us

Contact

Alex McLeod

[705-755-1374](tel:705-755-1374)

alex.mcleod@ontario.ca



Environmental Registry beta [\(↗\)](#)

Modernizing conservation authority operations - Conservation Authorities Act

ERO (Environmental Registry of Ontario) number	013-5018
Notice type	Act
Act	Conservation Authorities Act, R.S.O. 1990
Posted by	Ministry of the Environment, Conservation and Parks
Notice stage	Proposal Updated
Proposal posted	April 5, 2019
Comment period	April 5, 2019 - May 20, 2019 (45 days) Open

We have updated the notice with a link to the proposed Bill.

May 3, 2019

This consultation closes at 11:59 p.m. on:

May 20, 2019

Proposal summary

We are proposing to introduce amendments to the *Conservation Authorities Act*, which if passed, would help conservation authorities focus and deliver on their core mandate, and to improve governance.

Proposal details

Conservation Authorities Act

The *Conservation Authorities Act* (<https://www.ontario.ca/laws/statute/90c27>), an Act introduced in 1946, enables programs and services that further the conservation, restoration, development and management of natural resources in watersheds in Ontario. Under the Act, 36 conservation authorities were created at the request of municipalities. They are governed by municipally appointed representatives to deliver local resource management programs at a watershed scale for both provincial and municipal interests.

The initial focus of conservation authorities was to prevent flooding, erosion, drought, and deforestation through improved land, water and forestry management practices. As extreme weather, particularly heavy rains and flooding becomes more frequent due to climate change, the core frontline role that conservation authorities play in our communities is becoming increasingly important. Since the 1940s when the Act was established, the programs and services delivered by conservation authorities have expanded. Conservation authorities are the second largest landowners in Ontario, next to the Province; collectively they own and manage 146,000 hectares of land in Ontario.

Summary of proposed changes

We are proposing to make amendments to the *Conservation Authorities Act* (<https://www.ontario.ca/laws/statute/90c27>), an Act introduced in 1946 that would, if passed:

- clearly define the core mandatory programs and services provided by conservation authorities to be, natural hazard protection and management, conservation and management of conservation authority lands, drinking water source protection (as prescribed under the *Clean Water Act* (<https://www.ontario.ca/laws/statute/06c22>)), and protection of the Lake Simcoe watershed (as prescribed under the *Lake Simcoe Protection Act* (<https://www.ontario.ca/laws/statute/08l23>))
- increase transparency in how conservation authorities levy municipalities for mandatory and non-mandatory programs and services. Update the *Conservation Authorities Act* (<https://www.ontario.ca/laws/statute/90c27>), an Act introduced in 1946, to conform with modern transparency

standards by ensuring that municipalities and conservation authorities review levies for non-core programs after a certain period of time (e.g. (for example), 4 to 8 years)

- establish a transition period (e.g. (for example) 18 to 24 months) and process for conservation authorities and municipalities to enter into agreements for the delivery of non-mandatory programs and services and meet these transparency standards
- enable the Minister to appoint an investigator to investigate or undertake an audit and report on a conservation authority
- clarify that the duty of conservation authority board members is to act in the best interest of the conservation authority, similar to not-for profit organizations.

We are also proposing to proclaim un-proclaimed provisions of the *Conservation Authorities Act* (<https://www.ontario.ca/laws/statute/90c27>) related to:

- fees for programs and services
- transparency and accountability
- approval of projects with provincial grants
- recovery of capital costs and operating expenses from municipalities (municipal levies)
- regulation of areas over which conservation authorities have jurisdiction (e.g. (for example), development permitting)
- enforcement and offences
- additional regulations.

The Ministry of Natural Resources and Forestry is consulting on a proposal to streamline and focus conservation authorities development permitting and role in municipal plan review. For more information, visit Environmental Registry **013-4992** (<https://ero.ontario.ca/notice/013-4992>).

In the spring 2019, we will also develop and consult on a suite of regulatory and policy proposals to support the proposed amendments to and proclamation of un-proclaimed provisions of the *Conservation Authorities Act* (<https://www.ontario.ca/laws/statute/90c27>).

Purpose of Act

As extreme weather events increasingly threaten our homes, businesses and infrastructure, conservation authorities play a key frontline role in helping Ontario families and businesses prepare for the cost and impact of climate change in their communities.

Conservation authorities also play an important role in Ontario's land use planning and environmental protection process. They not only help protect people and property from extreme weather, such as flooding and other natural hazards, but they also are essential to protecting sources of drinking water and conserving our province's natural resources.

It is important that conservation authorities refocus on delivering their core mandate.

To support this, the government is consulting with stakeholders and the public on how conservation authorities can improve delivery of their core programs and services, as outlined in our **[made-in-Ontario Environment Plan](https://www.ontario.ca/page/made-in-ontario-environment-plan)** (<https://www.ontario.ca/page/made-in-ontario-environment-plan>).

Please see **[Bill 108, More Homes, More Choice Act, 2019](https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.ola.org%2Fen%2Flegislative-business%2Fbills%2Fparliament-42%2Fsession-1%2Fbill-108&data=02%7C01%7CPujan.Shrestha%40ontario.ca%7Cc499b7b4925740ed86b408d6cfe216d0%7Cddc1229ac2a4b97b78a0e5cacb5865c%7C0%7C0%7C636924968265932242&sdata=L7UiZILD4pbvfnxcK6CdS05xO0W7SEdgPpPfQJNazCs%3D&reserved=0)** (<https://can01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.ola.org%2Fen%2Flegislative-business%2Fbills%2Fparliament-42%2Fsession-1%2Fbill-108&data=02%7C01%7CPujan.Shrestha%40ontario.ca%7Cc499b7b4925740ed86b408d6cfe216d0%7Cddc1229ac2a4b97b78a0e5cacb5865c%7C0%7C0%7C636924968265932242&sdata=L7UiZILD4pbvfnxcK6CdS05xO0W7SEdgPpPfQJNazCs%3D&reserved=0>) for proposed legislation.

Supporting materials

Related links

[Conservation Authorities Act](https://www.ontario.ca/laws/statute/90c27) (<https://www.ontario.ca/laws/statute/90c27>).

[Ontario's Environment Plan](https://www.ontario.ca/page/made-in-ontario-environment-plan) (<https://www.ontario.ca/page/made-in-ontario-environment-plan>).

[Bill 108, More Homes, More Choice Act, 2019](https://www.ola.org/en/legislative-business/bills/parliament-42/session-1/bill-108) (<https://www.ola.org/en/legislative-business/bills/parliament-42/session-1/bill-108>).

Related ERO (Environmental Registry of Ontario) notices

[Focusing conservation authority development permits on the protection of people and property](/notice/013-4992) (</notice/013-4992>).

[Preserving and Protecting our Environment for Future Generations: A Made-in-Ontario Environment Plan](/notice/013-4208) (</notice/013-4208>).

View materials in person

<https://ero.ontario.ca/notice/013-5018>

Some supporting materials may not be available online. If this is the case, you can request to view the materials in person.

Get in touch with the office listed below to find out if materials are available.

Great Lakes and Inland Waters Branch

40 St. Clair Avenue West

10th floor

Toronto, ON

M4V 1M2

Canada

416-314-0617

Comment

Let us know what you think of our proposal.

Have questions? Get in touch with the contact person below. Please include the ERO (Environmental Registry of Ontario) number for this notice in your email or letter to the contact.

[Read our commenting and privacy policies. \(/page/commenting-privacy\)](#)

Submit by mail

Carolyn O'Neill

Great Lakes Office

40 St Clair Avenue West

Floor 10

Toronto, ON

M4V1M2

Canada

Connect with us

Contact

Carolyn O'Neill

416-314-7833

glo@ontario.ca

April 17, 2019

The Honourable John Yakabuski
Minister of Natural Resources and Forestry
84 Isabella Street, Unit 6
Pembroke, Ontario
K8A 5S5

Re: Environmental Registry of Ontario Posting Number 013-4992

Subject: In response to the April 5th, Ministry of Natural Resources and Forestry's posting number 013-4992 on the Environmental Registry of Ontario; 'Focusing conservation authority development permits on the protection of people and property'.

Dear Minister Yakabuski,

The <<insert municipality name>> has a strong history of close collaboration with South Nation Conservation (SNC) on shared priorities, which protect the environment and engage communities while balancing people and nature.

SNC has a streamlined, convenient and pragmatic approach to local regulation and permit approvals that adhere to their environmental mandate of protecting people and property from natural hazards; including:

- Delivering municipal watershed planning reviews on behalf of member municipalities to determine if development is susceptible to natural hazards.
- Offering pre-consultation meetings to review development proposals with residents, municipal staff and developers, leading to more efficient approvals.
- Delivering cost-effective municipal programs through memorandum of understanding agreements, including issuing permits and performing inspections for septic installation and maintenance on behalf of 13 participating municipalities under Part 8 of the Ontario Building Code.
- Preparing floodplain maps and updating regulated areas for municipalities to guide official plans and zoning by-laws, and guide future development away from flood and erosion-prone areas; SNC holds public open houses and communicates directly with residents to inform updated mapping.

Conservation Authorities are one of the only boots-on-the-ground agencies working directly with municipalities, residents, and stakeholders in a timely and meaningful way; with international recognition for their approach to integrated watershed management.

Strengths in the Conservation Authority service delivery model include:

- The ability to streamline approvals from several agencies and work directly with applicants through site visits and pre-consultations.
- Local knowledge and expertise as assets to communities and the environment.
- An effective and efficient approach to reduce red tape for development.

The <<insert municipality name>> supports the Province's effort to:

- Consolidate regulations to ensure consistency throughout the Province, while still allowing local flexibility based on differences in risks posed by natural hazards.
- Allow exemptions for low-risk development activities from requiring permits, provided in accordance with local policies.

Partnerships with SNC have enabled our resilient communities to grow safely and sustainably and have allowed us to come together on shared environmental priorities.

We encourage the Ministry of Natural Resources and Forestry to consider the value in existing approaches by Conservation Authorities which work closely with municipalities to deliver local permit approvals for development to protect people and property.

Sincerely,

Name,
Title
Organization

April 17, 2019

The Honourable Rod Phillips
Minister of the Environment, Conservation and Parks
Ferguson Block
11th Floor
77 Wellesley St. W
Toronto, ON M7A 2T5

Re: Environmental Registry of Ontario Posting Number 013-5018

Subject: In response to the April 5th, Ministry of the Environment, Conservation and Parks' posting number 013-5018 on the Environmental Registry of Ontario; 'Modernizing conservation authority operations – *Conservation Authorities Act*'.

Dear Minister Phillips,

The <<insert municipality name>> has a strong history of close collaboration with South Nation Conservation (SNC) on shared priorities which protect the environment and engage communities while balancing people and nature.

SNC has local knowledge and expertise required to make informed decisions on project proposals. Staff are committed to ensuring that projects proceed successfully while fulfilling their environmental mandate of protecting people, places and property.

SNC provides significant value to <<insert municipality name>> as well as the local communities we serve through the following core services:

- **Fostering Landowner Stewardship** – plant trees, manage community lands, offer resources, work with partners on important water quality improvement projects.
- **Protecting People and Property** – Map and regulate floodplains and natural hazards, work closely with municipalities, residents and build community to support sustainable development, deliver flood forecasting programs and protect drinking water sources.
- **Providing Natural Spaces and Recreational Opportunities** – own and manage over 20,000 acres of public natural spaces.
- **Making Science-Based Decisions** – collect water, stream, fisheries, forestry and wetland data to support stewardship programs and guide sustainable development.
- **Empowering Communities and Youth** – Partner with schools and communities to deliver on-the-ground stewardship work and environmental education.

Conservation Authorities are one of the only boots-on-the-ground agencies working directly with municipalities, residents, and stakeholders in a timely and meaningful way; with international recognition for their approach to integrated watershed management.

Partnerships with South Nation Conservation have enabled our resilient communities to grow sustainably and come together on shared environmental priorities.

We are committed to supporting SNC's ability to deliver important on-the-ground environmental work for watershed communities on behalf of our municipality.

We encourage the Ministry of the Environment, Conservation and Parks to consider the value in existing services provided by Conservation Authorities as they protect people and property from natural hazards, while supporting safe and sustainable development.

It is this commitment and hard work that will reap future benefits for our communities as well as the Province of Ontario, today and into the future.

Sincerely,

Name,
Title
Organization



May 7th, 2019



Township of North Glengarry
90 Main Street South – PO Box 700
Alexandria, ON K0C 1A0



Dear Mayor and Council:



South Nation Conservation (SNC) has a strong history of close collaboration with member municipalities. These shared priorities protect the environment and engage communities, while balancing people and nature.



Recently, the Provincial Government created two postings on the Environmental Registry of Ontario regarding Conservation Authority natural hazard responsibilities, core mandate, and relationships with municipalities.



Other recent announcements included a 50% reduction in the province's financial commitment to supporting natural hazard programs, the cancellation of local student jobs, and the elimination of the Province's tree planting program.



We are committed to working with the province on local service delivery improvements, responding to recent budget changes and postings, and engaging partners.



SNC respectfully asks for your assistance in submitting letters of support to the Provincial Government in response to the postings; comments are currently open until May 20, 2019.



For convenience, we have prepared letters for your consideration.



If you have any questions please contact Angela Coleman at 1-877-984-2948, ext. 226, acoleman@nation.on.ca.



We look forward to our continued partnership with the Township of North Glengarry to protect people and property from natural hazards and to protect and restore the local environment.



Regards,

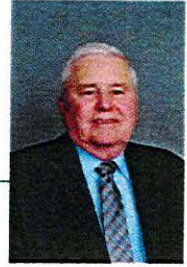



Bill Smirle
Chair, Board of Directors
South Nation Conservation



SOUTH NATION
CONSERVATION
DE LA NATION SUD

Bill Smirle
Chair / Président



Le 7 mai 2019



Canton de North Glengarry
90 rue Main, Sud – C.P. 700
Alexandria, ON K0C 1A0



Bonjour Maire et Conseillers,



La Conservation de la Nation Sud (CNS) a une forte tradition d'étroite collaboration avec ses municipalités membres. Des priorités communes protègent l'environnement et mobilisent les collectivités, en vue de parvenir à l'équilibre entre les besoins de la population et ceux de la conservation de la nature.



Le gouvernement provincial a récemment produit deux affichages dans le Registre environnemental de l'Ontario concernant les responsabilités des Offices de protection de la nature portant sur les risques naturels, les mandats principaux et leurs relations avec les municipalités.



Parmi autres annonces récentes, une réduction de 50 % de l'engagement financier de la province à l'appui des programmes de lutte contre les risques naturels, l'annulation d'emplois d'étudiants locaux et l'élimination du programme de plantation d'arbres de la Province.



Nous sommes engagés à collaborer avec le gouvernement provincial dans le cadre de l'amélioration de la prestation des services à l'échelle locale, à réagir aux récents changements et affichages budgétaires et à mobiliser nos partenaires.



La CNS vous demande respectueusement votre soutien en soumettant des lettres d'appui au gouvernement provincial en réponse à ces affichages; les commentaires sont présentement ouverts jusqu'au 20 mai 2019.



Par souci de commodité, nous avons préparé des lettres à votre intention.



Si vous avez des questions, veuillez communiquer avec Angela Coleman au 1-877-984-2948, poste 226, acoleman@nation.on.ca.




Nous sommes heureux de poursuivre notre partenariat avec Canton de North Glengarry pour protéger les personnes et les biens des dangers naturels ainsi que protéger et restaurer l'environnement local.



Meilleures salutations,




Bill Smirle
Président, Conseil d'administration
Conservation de la Nation Sud

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 13, 2019

MOVED BY: _____

SECONDED BY: _____

THAT the Council for the Township of North Glengarry receives Staff Report No. CS-2019-14;
and

THAT Council approves Program C – Commercial Awning Grant, representing a matching grant
of 50% up to a maximum of \$2,500 for the property located at 17 Main St North in Alexandria.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

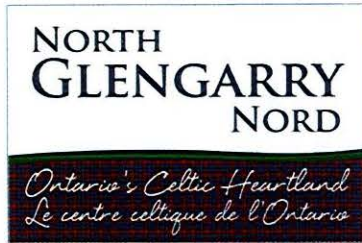
Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 6 Item c



STAFF REPORT TO COUNCIL

Report No: CS-2019-14

May 13, 2019

From: Anne Leduc – Director of Community Services

RE: Community Improvement Plan Application Request – 17 Main Street North,
Alexandria ON

Recommended Motion:

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2019-14;

THAT the Council approves Program C – Commercial Awning Grant, representing a matching grant of 50% up to a maximum of \$2,500 for the property located at 17 Main Street North in Alexandria.

Background:

As part of their ongoing Community Improvement Plan (CIP) project at 17 Main Street North in Alexandria, property owners Michelle Daprato and Serge Bellefeuille are applying for CIP funding under Program C – Commercial Awning Grant for the installation of a 22' x 8' commercial awning over the two windows and door on the front façade of the building. The awning will be grey in keeping with the existing colour scheme of the building - the blue walls, yellow door and grey roof. In addition to the cloth cover, the quote includes the installation of the motorized parts and accessories to operate the awning.



Estimated value of the improvements

- The cost for the awning is \$5,098.50 (excluding HST);
- The property has received approval for CIP Programs A, B, C (civic address only), E, F and G as of July 25, 2018 for work estimated at \$17,396.64 (excluding HST);
- The total value of the CIP projects now stand at \$22,495.14 (excluding HST).

Program C – Commercial Awning Grant - 50% up to \$2,500

Item #	Contractor	Element	Amount excl. taxes	Taxes	Incl. taxes	50%	Eligible
1	A&C Upholstery & Window Coverings	Motor, Accessories and 22' x 8' awning	5,098.50	662.80	5,761.30	2,549.25	\$2,500
2	Auvents Valleyfield Inc.	Motor, Accessories and 22' x 8' awning	6,295.00	942.68	7,237.68	3,147.50	\$2,500

Using the lowest quote, Program C total eligible expenses are \$5,098.50 not to exceed 50% of the invoices submitted to a maximum of \$2,500. Taxes are not reimbursable under the CIP Program.

Alternatives:

Option 1 – Recommended – That Council approves the recommendation from the Arts, Culture and Heritage Committee for the property located at 17 Main Street North in Alexandria.

Or

Option 2 – Not recommended – That Council not approve the Community Improvement Plan grant for the property located at 17 Main Street North in Alexandria.

Financial Implications:

Council has approved the 2019 budget which allocates funds for the Community Improvement Plan Program.

A \$2,500.00 grant derived from GL1-4-1950-3702 would be attributed to the Community Improvement Plan project for the property located at 17 Main Street North in Alexandria.

Supporting Information:

Awning to be installed over the two front windows and door.

Building prior to renovations



Original Sketch of projected work

Sample of antique door to be refurbished, painted and installed.

Roof to be repainted in grey colour «Place of Dust» by Beauti-Tone.

Front facade:
-Existing fixed awning will be removed.
- Brick will be removed.
Siding on front will be replaced with wooden siding in soft blue, colour «Restful Retreat» by Beauti-Tone (above). The entire building will be repainted in this same colour. Two sides are eligible for Program B funding.

Back portion of the building to be removed, as seen (NOT part of the CIP request).

New window to be added. PVC Guillotine double glaze, white aluminum. With 3x2 grill at bottom & top.

** Trim along windows, roof and doors to be painted in WHITE, «Here Comes the Bride», by Beauti-Tone.

Two new plate- glass windows to be added. Same size as existing.

Antique door to be restored with transom window. Original CIP Application requested door be stained in Beauti-Tone «Plastic Pink Flamingos». April 17, 2019 request to change colour to "Sassy Yellow" Transom window above door

Sketch updated on:
April 18, 2019

Others Consulted:

Kim Champigny – Director of Finance / Treasurer

Sarah Huskinson – CAO/Clerk

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 13, 2019

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry receives the Key Information Report No. CS-2019-14 – Outdoor Exercise Equipment for information purposes only.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

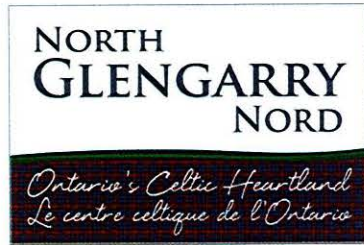
Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 6 Item d



KEY INFORMATION REPORT

Report No: CS-2019-15

May 13, 2019

From: Anne Leduc – Director of Community Services

RE: Outdoor Exercise Equipment

Recommended Motion:

THAT the Council for the Township of North Glengarry receives the Key Information Report No. CS-2019-14 for information purposes only.

Background:

As an objective for its 2018 fundraising campaign, the Glengarry Community Living Association purchased one accessible combination outdoor exercise unit for Island Park.

Community Living is once again wanting to subsidize, through its 2019 fundraising, the purchase of an additional accessible combination outdoor exercise unit to complement to two that are already in place.

The unit is a combination Sit-up and Hyper-Extension bench. The municipality will pour the cement pad on which the unit is to be located at the same time as the cement pads for the benches and bleachers.



Financial Impact:

None – the unit will be purchased by the Glengarry Community Living Association and the cement work will be absorbed under the funds approved in the capital budget for the cement work in Island Park.

Others Consulted:



Kim Champigny – Director of Finance / Treasurer



Sarah Huskinson – CAO/Clerk

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 13, 2019

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry adopt the Zoning Amendment by-law Z-03-2019; and

That By-law Z-03-2019 be read a first, second, third time and enacted in Open Council this 13 day of May, 2019.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

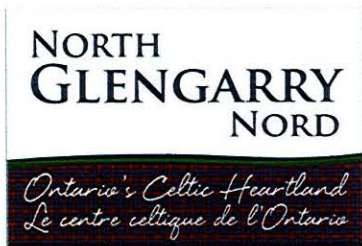
Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 6 Item e



STAFF REPORT TO COUNCIL

Report No: BP-2019-06

May 13, 2019

From: Chantal Lapierre – Planning Department

RE: ZONING AMENDMENT Z-03-2019
LOCATION – 22320 GLEN ROBERTSON RD.
OWNER – GILLES & MADELEINE JOANETTE

Recommended Motion: That the Council of the Township of North Glengarry adopt Zoning By-Law # Z-03-2019.

Background / Analysis: An application for a zoning amendment request was presented to the Planning Committee on April 23rd/2019. It was recommended that the application be forwarded to the Council of The Township of North Glengarry for further consideration and approval. As per the planning resolution of April 23rd/2019, the application is being presented to Council this evening for adoption.

Alternatives: Option #1 That Council adopt the by-law as presented

OR

Option #2 Council does not adopt the by-law

Financial Implications: No financial implications to the Township

Attachments & Relevant Legislation:

- By-Law Z-02-2019
- Resolution of April 23rd/2019
- Planning Committee Report from April 23rd/2019

Others consulted:

Reviewed by Sarah Huskinson – CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NO. Z-03-2019

BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 39-2000

WHEREAS By-Law No. 39-2000 regulates the use of land and erection of buildings and structures within the Township of North Glengarry, County of SD & G;

AND WHEREAS the Council of the Corporation of the Township of North Glengarry deems it advisable to amend By-Law 39-2000 as hereinafter set forth;

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

1. Notwithstanding the provisions of Section 12.1 to the contrary, on the lands described as being Concession 1 Gore North Part Lot A (22320 Glen Robertson Rd.) Glen Robertson, Township of North Glengarry zoned Rural Special Exception 13 (RU-13) on Schedule "A" attached hereto, the following provisions shall apply:
 - i) RU-13 Special Exception: No residential development shall be permitted on the retained portion.
2. That Schedule "B" of By-Law 39-2000 is hereby amended by changing to RU the zone Symbol of the lands indicated "Zone changed to RU-13" on the Schedule "A" hereto.
3. That Schedule "A" attached hereto is hereby made fully part of the By-Law.

This By-Law shall come into effect on the date of passing hereof subject to the provisions of the Planning Act.

READ a first, second, third time and enacted in Open Council, this 13th day of May, 2019.

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. Z-03-2019, duly adopted by the Council of the Township of North Glengarry, on the 13th day of May, 2019.

Date Certified

Clerk / Deputy Clerk

SCHEDULE "A"
TO BY-LAW NUMBER Z-03-2019

Legend
Subject Property



CON 1 GORE N PT LOT A
Township of North Glengarry
United Counties of Stormont, Dundas & Glengarry

This is Schedule "A" to By-Law Z-03-2019
Passed this 13th day of May, 2019

Mayor/Deputy Mayor

CAO/Clerk/Deputy Clerk

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

DATE: April 23rd, 2019

RESOLUTION # _____

MOVED BY: *Brenda Noble*

SECONDED BY: *Michel Depratto*

That the Planning Committee recommend approval of zoning amendment Z-03-2019 and that the application be forwarded to the Council of The Township of North Glengarry for further consideration and approval.

Carried

Defeated

Deferred

[Signature]
MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams
Councillor: Brenda Noble
Councillor: Jacques Massie
Councillor: Jeff Manley
Councillor: Johanne Wensink
Councillor: Michel Depratto
Mayor: Jamie MacDonald

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Section 4

**TOWNSHIP OF NORTH GLENGARRY
STAFF REPORT
PLANNING COMMITTEE MEETING**

Date: April 23, 2019

To: Planning Committee Members

From: _____
Kasia Olszewska – Planner

Sarah Huskinson - CAO/Clerk

Re: Zoning Amendment Z-03-2019

Owner: Gilles & Madeleine Joanne

Property Location: CON 1 GORE N PART LOT A (22320 Glen Robertson Road, Glen Robertson).

Official Plan designation: Rural and Flood Plain

Zoning designation: Rural (RU) and Flood Plan (FP)

Purpose of application: To prohibit residential development on the retained portion of the subject property as per the conditions on severance application B-59/18.

Discussion: The Planning Department has received a request from Mr. Joanne to rezone a property in accordance with the conditions imposed on a recent severance application. The subject lands consist of 50 acres of Rural designated land and are composed of Class 2 prime agricultural lands according to the Canada Land Inventory.

The applicant received conditional approval from the Counties of SD&G on September 20th, 2018 to sever 3.04 acres of land from the property deemed surplus to the needs of the farm.

According to section 2.3.4.1 of the Provincial Policy Statement (PPS), lot creation in agricultural areas is permitted for a residence surplus to a farm operation, provided that the planning authority (the Township of North Glengarry) ensures that new residential dwellings are prohibited on any remnant parcel of farmland created by the severance. This zoning by-law amendment is therefore consistent with the PPS' approach to lot creation in an agricultural area.

Recommendation: It is the recommendation of the planning department that the application Z-03-2019 be forwarded to the Council of the Township of North Glengarry for further consideration and approval.

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 13, 2019

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry passes a resolution authorizing the Interim Director of Public Works to execute the purchase of two model year 2019 half-ton Chevrolet Silverado pickup trucks from Laplante for a total amount of \$72, 035.82 excluding HST.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 6 Item f



STAFF REPORT TO COUNCIL

May 1st, 2019

From: Dave Malcolm MBA, P.Eng.
Interim Director of Public Works

RE: Tender for Two Model Year 2019 Half-Ton Chevrolet Silverado Pickup Trucks

Recommended Motion:

That the Council of the Township of North Glengarry passes a resolution authorizing the Interim Director of Public Works to execute the purchase of two model year 2019 half-ton Chevrolet Silverado pickup trucks from Laplante for a total amount of \$72, 035.82 excluding HST.

Background / Analysis:

As per the fleet plan, the Township allocated funds in the 2019 budget for the replacement of various pieces of fleet equipment as follows;

Roads Department – 2008 Chevrolet half-ton pickup truck

Roads Department – 2009 Chevrolet half-ton pickup truck

Both fleet items have reached or exceeded 10 years of age. As per the fleet plan, the vehicles are to be replaced to recoup the greatest value in return, to offset the purchase of new equipment.

Staff issued a tender for two model year 2019 Chevrolet Silverado (or GMC) pickup trucks. The tender resulted in 2 bidders responding as indicated below.

Alternatives:

N/A

Financial Implications:

2019 Budget:

Public Works allocated a combined amount of \$66, 000 for the replacement of two half-ton vehicles. The bids received were both overbudget.

Tender Results:

Item	Laplante	Roy's
A) 2019 or newer, Chevrolet Silverado (or GMC) 1500 4x4 Double Cab, Standard Box Work Truck	\$36, 017.91	\$39, 100.00
B) 2019 or newer, Chevrolet Silverado (or GMC) 1500 4x4 Double Cab, Standard Box Work Truck	\$36, 017.91	\$39, 100.00
Total	\$72, 035.82	\$78, 200.00

The shortfall in the budget should be able to be absorbed through the operating budget for Public Works.

Others Consulted:

Kim Champigny, Director of Finance/Treasurer

Attachments:



Reviewed by Sarah Huskinson – CAO/Clerk

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 13, 2019

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry passes a resolution authorizing the Mayor and CAO/Clerk to enter into an agreement with Coco Paving for gravel road resurfacing in the amount of \$10.95/tonne.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams
Councillor: Jacques Massie
Councillor: Brenda Noble
Councillor: Jeff Manley
Councillor: Michel Depratto
Councillor: Johanne Wensink
Mayor: Jamie MacDonald

YEA

NEA

Section 6 Item g



STAFF REPORT TO COUNCIL

May 1st, 2019

From: Dave Malcolm MBA, P.Eng.
Interim Director of Public Works

RE: Tender for Aggregate

Recommended Motion:

That the Council of the Township of North Glengarry passes a resolution authorizing the Mayor and CAO/Clerk to enter into an agreement with Coco Paving for gravel road resurfacing in the amount of \$10.95/tonne.

Background / Analysis:

This report is being provided to Council to award a contract for aggregate for the purpose of road resurfacing for the 2019 season.

Staff issued a tender for 29, 000 tonnes of granular "M" for the resurfacing of various roads throughout the township. The tender resulted in 2 bidders responding as indicated below.

Alternatives:

N/A

Financial Implications:

2019 Budget: \$302,640

Tender Results:

Coco Paving	\$10.95/tonne	= \$317, 550
A.L. Blair	\$11.50/tonne	= \$333, 500

Staff will amend the actual tonnage applied to meet the budget set out for this initiative.

Others Consulted:

Kim Champigny, Director of Finance/Treasurer

Attachments:



Reviewed by Sarah Huskinson – CAO/Clerk

Section 7

UNFINISHED

BUSINESS

Section 8

CONSENT AGENDA

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 13, 2019

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry receives the Community Development Committee Minutes and the Arts, Culture & Heritages Committee Minutes from the consent agenda for information purposes only.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 8

THAT the 2019 Meeting Calendar be accepted as modified and that the Arts, Culture and Heritage Committee meetings start at 4:30 pm.

Carried.

b. Orientation Document (cursory overview)

For each member to review at their leisure.

c. Municipal Register

The municipality has four designated properties on the Municipal Register as well as listed properties. The North Glengarry CIP allows properties on the Municipal Heritage Listings to apply for CIP funding. A request has been received from the owner of the 67 Carr Street East Maxville ON property to be listed on the Municipal Register.

i. Request for listing – 67 Carr Street East, Maxville

Moved by: Karen Davison Wood

Seconded by: Dane Lanken

THAT the ACHC Committee recommends to Council that the property located at 67 Carr Street East, Maxville, be included as a listing on the Municipal Registry.

Carried.

d. Main Street Revitalization Program

i. Housekeeping Resolution - 9 Main Street South, Maxville (Villeneuve Quesnel)

Moved by: Deirdre Hill

Seconded by: Michael Madden

THAT the Arts, Culture and Heritage Committee receives the report to modify the account allocation for payment for the property located at 9 Main Street South, Maxville; and

THAT the resolution passed by the Community Improvement Plan Advisory Committee on November 5, 2018 by modified to add TOTAL \$9750 with \$4875 (50%) paid from the Main Street Revitalization account and \$4875 (50%) from the Community Improvement Plan account.

Carried.

ii. Housekeeping Resolution – 8 Main Street North, Maxville (Home Hardware)

Moved by: Nicole Nadeau

Seconded by: Carma Williams

THAT the Arts, Culture and Heritage Committee receives the report to modify the account allocation for payment for the property located at 8 Main Street North, Maxville; and

THAT the resolution passed by the Community Improvement Plan Advisory Committee on November 5, 2018 be modified to add TOTAL \$3,097.00 with \$1548.50 (50%) paid from the Main Street Revitalization account and \$1548.50 (50%) from the Community Improvement Plan account.

Carried.

e. Community Improvement Projects

i. Extension request for 17 Main Street, Alexandria (Decoste)

Moved by: Karen Davison Wood

Seconded by: Michael Madden

THAT the Arts, Culture and Heritage Committee receives the report on the extension request for the property located at 17-19 Main Street South, in Alexandria; and

THAT the Arts, Culture and Heritage Committee recommends that Council approves the 90-day extension from March 11, 2019 to June 11, 2019 for the Community Improvement Plan project at 17-19 Main Street South, in Alexandria.

Carried.

ii. Extension request for 28 Main Street North, Alexandria Project (Decoste)

Moved by: Karen Davison Wood

Seconded by: Dane Lanken

THAT the Arts, Culture and Heritage Committee receives the report on the extension request for the property located at 28 Main Street North, in Alexandria; and

THAT the Arts, Culture and Heritage Committee recommends that Council approves the 90-day extension from March 11, 2019 to June 11, 2019 for the Community Improvement Plan project at 28 Main Street North, in Alexandria.

Carried.

iii. Closing request 34 Main Street, Maxville (McLeod)

Moved by: Deirdre Hill

Seconded by: Carma Williams

THAT the Arts, Culture and Heritage Committee (ACHC) resolves that the Community Improvement Plan (CIP) Project at 34 Main Street North, Maxville (Township of North Glengarry) has been completed as

per the plans approved by Council on December 11, 2017 and as per the Municipal Financial Incentive (Grant) Program Letter of Agreement signed by the applicant, Jessica McLeod on December 13, 2017; and

THAT a total of \$3,874.10 shall be paid to Jessica McLeod. This payment represents:

- (1) The sum of \$3,781.01 (Three-Thousand, Seven-Hundred and Eighty-One Dollars and One Cent) in the form of a Building Improvement and Infill Grant (Program B) and
- (2) The sum of \$93.09 (Ninety-Three Dollars and Nine Cents) in the form of a Building Permit Grant (Program E).

Carried.

iv. Closing request 33 Main Street North, Alexandria (Ouellette)

Moved by: Deirdre Hill

Seconded by: Carma Williams

THAT the Arts, Culture and Heritage Committee (ACHC) resolves that the Community Improvement Plan (CIP) Project at 33 Main Street North, Alexandria (Township of North Glengarry), has been completed as per the plans approved by Council on September 11, 2017, and as per the Municipal Financial Incentive (Grant) Program Letter of Agreement signed by the applicant, Gerald Ouellette on September 20, 2017; and

THAT a total of \$8,021.64 (Eight-Thousand, Twenty-One Dollars and Sixty-Four Cents) shall be paid to Gerald Ouellette. This payment represents:

- (1) The sum of \$31.64 (Thirty-One Dollars and Sixty-Four Cents) in the form of a Planning and Design Grant (Program A) and
- (2) The sum of \$7,500 (Seven-Thousand, Five-Hundred Dollars) in the form of a Building Improvement and Infill Grant (Program B); and
- (3) The sum of \$490 (Four-Hundred and Ninety Dollars) in the form of a Building Permit (Program E)

Carried

f. Community Grants Projects

i. Glengarry Artists Collective – Tiled mural project.

The Glengarry Artists Collective are sharing a tile project on which they would like to receive feedback from the Arts, Culture and Heritage Committee in respect to the Community Grants intake for 2019.

ACHC recommends that the Glengarry Artists Collective apply to the next round of Community Grants for this project, as part of the competitive process since this project aligns with the goals of the Community Grants. The ACHC also suggests that the Glengarry Artists Collective seeks out community involvement by looking to private sponsorships to

offset some of their costs. It is important to note that while the ACHC encourages the Glengarry Artists Collective to apply to the Community Grants Program, that this is not a guarantee of funding.

g. Glengarry Routes Project

i. Mural – King George Park

ACHC recommends that staff speak with the Glengarry Artists' Collective to identify a painter who would be able to reproduce the post card of Maxville Main Street that had previously been proposed for this project.

ii. Interpretive Panel – King George Park

The interpretive panel has been sent to the graphic artist, Annie Dalton to be formatted. It will be identical in style to the two panels previously created for Mill Square and the Grotto.

iii. Interpretive Panel – Kenyon Agricultural Society

Staff will be investigating the history of the Kenyon Agricultural Society, the Sports Hall of Fame and other community partners.

The Committee members recommend that staff contact Eric Metcalfe with the KAS and that a small committee be organized to determine the content of the panel. Dane Lanken and Jeff Manley have offered their assistance on this project.

iv. SDG Tourism Grant Application – Glengarry Pioneer Museum

A letter of support was prepared by staff to accompany the Glengarry Pioneer Museum's grant application. The Museum is applying for two events, the Glengarry Celt Fest and the Battle of Glengarry.

v. Walking Tours – Alexandria and Maxville

The Arts, Culture and Heritage Committee recommends that the Alexandria Heritage Tour be launched to coincide with the 200th anniversary of Alexandria. In the meantime, Carma Williams will contact former committee member Nathalie Bussière to obtain the draft Maxville Heritage Tour.

h. SDG Regional Incentives Alternate

Moved by: Michael Madden

Seconded by: Deirdre Hill

THAT the Arts, Culture and Heritage Committee recommends that Karen Davison Wood be named as an alternate member to the SDG Regional Incentives Committee. Michael Madden sits as the primary representative on this committee.

Carried.

i. Heritage Coordinators

Staff has applied for two Heritage Coordinators and one Heritage Intern.

During a telephone conversation, a representative from the Ontario Heritage Trust has advised that the funding for the Heritage Intern could reach \$10,000. Staff is looking to hire back a former Heritage Coordinator as the new Heritage Intern if the funding comes through.

j. Goals & Projects

The Chair asked the committee members to reflect on what kind of projects they see the Arts, Culture and Heritage Committee work on over this term of council.

Members are asked to consult the Terms of Reference for the Committee to guide their process.

This item will be added to the April 2nd, 2019 agenda.

9. PENDING BUSINESS

N/A

10. CORRESPONDENCE/INFORMATION ITEMS

- a. Heritage Ontario
- b. North Glengarry Heritage Register Brochure
- c. Community Grants Program documentation and Application Form
- d. Community Grants Council Reports for 2018 and 2019
- e. CIP Grants & Loans Overview Brochure
- f. CIP Grants One page summary

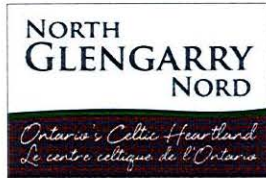
11. NEXT MEETING

Tuesday April 2, 2019 at 4:30 pm, at the Sandfield Centre (102 Derby Street West, Alexandria).

12. ADJOURNMENT

The meeting was adjourned at 7:15 pm by Michael Madden.

Jeff Manley
Chair



Community Development Committee

MINUTES

Wednesday, March 27, 2019 at 3 pm
Sandfield Centre, 102 Derby St West, Alexandria

A meeting of the Community Development Committee was held on Wednesday, March 27, 2019, at 3 pm at the Sandfield Centre (102 Derby Street West, Alexandria).

PRESENT: Carma Williams, Chair
Brenda Noble, Councillor
Gina Dragone, Community Representative
David Filion, Community Representative
Rory Levert, Community Representative
Dean MacGillivray, Community Representative
Michael Madden, Community Representative
Anne Leduc, Director – Community Services / Recording Secretary

REGRETS: Jeff Manley, Councillor
Sarah Huskinson, CAO

1. CALL TO ORDER

The meeting was called to order at 3:03 pm

2. DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest by the members present.

3. ADDITIONS, DELETIONS OR AMENDMENTS

Additions to Point 8 - Agenda Items:

e) GDHS changes to class sizes

4. ADOPTION OF THE AGENDA AS MODIFIED

Moved by: Dean MacGillivray

Seconded by: Rory Levert

THAT the agenda for the Community Development Committee for March 27, 2019 be adopted as modified.

Carried.

5. ADOPTION OF THE PREVIOUS MINUTES

Moved by: Michael Madden

Seconded by: Dean MacGillivray

THAT the minutes of the March 6, 2019 Community Development Committee meeting be accepted as presented.

Carried.

6. BUSINESS ARISING FROM THE MINUTES

There was no new business arising from the minutes.

7. DELEGATIONS

A presentation was made by Ms. Carilyne Hebert, Executive Director of the Social Council on the FAAC, the Community Kitchens and the Vibrant Community Roundtable. More information can be presented to the Committee as issues and projects move forward.

A presentation was made by Mr. Stephen Burgess on the educational development opportunities with the Glengarry District High School. More information will be presented to the Committee as the Agricultural SHSM moves through the approvals process. If accepted by the Board the program would start in September 2019. Messrs. Dean MacGillivray and David Filion will be meeting with the Upper Canada School Board Trustee John Danaher and bringing this subject to his attention.

8. AGENDA ITEMS

a. Review of the Terms of Reference

Moved by: Mike Madden

Seconded by: Rory Levert

THAT the Community Development Committee recommends that the Council for the Township of North Glengarry endorses the Terms of Reference for Community Development Committee.

Carried.

b. Discussion on the selection of members for the Forestry Conservation Working Group

The consensus from the Committee is that a Working Group must be formed to work on the Forestry Conservation issue. Applicants will be requested to apply in writing and to inform the Committee as to why they are interested in participating in the Tree Canopy Working Group. The Working Group will be composed of a minimum of seven (7) community representatives and two (2) Community Development Committee members with the support from Township staff as needed.

- The goal of the Working Group is to protect the tree canopy and natural vegetation in the municipality, while enabling normal agricultural practices.
- The Working Group is tasked with developing a best practices checklist that respects the regulatory environment in Ontario.
- The outcomes may result in the development of a by-law.

Staff is requested to prepare a draft ad and circulate it to the Committee Members. Once approved, and prior to publication, Council will be informed that the Committee is seeking individuals to sit on the Working Committee.

c. Discussion on goals for the Committee

Deferred

d. Teeny Tiny Summit – Calabogie – April 4, 2019

Committee members are asked to contact Staff if they wish to register for this event.

e. GDHS changes to class sizes

Mr. David Fillion shared information on the impact that the increase of the classes sizes will have for GDHS. Class size increase will cause a decrease in the total occupancy percentage at GDHS which will make it easier to justify closing the facility.

The Glengarry County Archives are looking at leaving GDHS and the Board has expressed concerns over the impact this may have. Their departure will create more vacant space in GDHS which may add to the possibility of the school going under review in the near future.

9. PENDING BUSINESS

N/A

10. CORRESPONDENCE/INFORMATION ITEMS

a. Key Information Report – Economic Development Update

Committee members are encouraged to contact staff if they require any additional information on the Economic Development Activities in the Township.

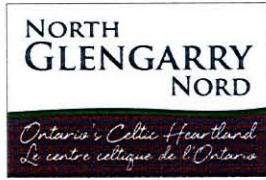
11. NEXT MEETING

The next Community Development Committee will take place on Wednesday, April 24, 2019 at 3 pm, at the Sandfield Centre (102 Derby Street West, Alexandria).

12. ADJOURNMENT

The meeting was adjourned at 5:11 pm by Michael Madden.

Carma Williams
Chair



Arts, Culture and Heritage Committee

MINUTES

Tuesday, April 2, 2019 at 4:30 pm
Sandfield Centre, 102 Derby St West, Alexandria

A meeting of the Arts, Culture and Heritage Advisory Committee was held on Tuesday, April 2, 2019, at 4:30 p.m. at the Sandfield Centre (102 Derby Street West, Alexandria).

PRESENT: Jeff Manley, Chair
Carma Williams, Deputy Mayor
Deirdre Hill, Member at Large
Michael Madden, Member at Large
Sharon McRae, Member at Large
Nicole Nadeau, Member at Large
Dane Lanken, Member at Large
Tara Kirkpatrick, Ec. Dev & Communications Officer/ Recording Secretary
Anne Leduc, Director – Community Services
Kasia Olszewska, Municipal Planner

REGRETS: Karen Davison Wood, Member at Large
Sarah Huskinson, CAO

1. CALL TO ORDER

The meeting was called to order at 4:30 p.m.

2. DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest by the members present.

3. ADDITIONS, DELETIONS OR AMENDMENTS

Additions to Correspondence –

- b. Letter from Mr. Casey Abrames volunteering his expertise in preserving the heritage buildings in North Glengarry.
- c. Letter from Mr. Casey Abrames regarding the condition of the building located at 28 Kenyon Street E., Alexandria.

4. ADOPTION OF THE AGENDA AS MODIFIED

Moved by: Michael Madden

Seconded by: Sharon McRae

THAT the agenda for the Arts, Culture and Heritage Meeting of April 2, 2019 be adopted as modified.

Carried.

5. ADOPTION OF THE PREVIOUS MINUTES

Moved by: Deirdre Hill

Seconded by: Michael Madden

THAT the minutes of the March 4, 2019 Arts, Culture, and Heritage Committee meeting be accepted as presented.

Carried.

6. BUSINESS ARISING FROM THE MINUTES

There was no new business arising from the minutes.

7. DELEGATIONS

There were no delegations present at this meeting.

8. AGENDA ITEMS

a. Goals and Projects for ACHC

Suggestion for projects

- i. Awards for Architecture Excellence.
- ii. Follow-up on the status of the Congregational Church and the Gordon Church.
- iii. Mural planning (where in the Township, size, etc.), and possible move of the Glengarry County Archives where more information is necessary.
- iv. Municipal Register – should the promotion of listed properties be promoted further? Staff indicated that the CIP is in its 4th year and next year will be undergoing its review for renewal. This is a good platform to promote the Municipal Register to access CIP funding. Information on the Municipal Register can be added to the What's Happening in North Glengarry ad on a bi-monthly basis. Facebook can be used to promote the CIP Year 4 components of funding for Commercial Buildings and properties listed on the Municipal Register. The Public Consultations for the Corporate Strategy could be used as a platform to promote the last Phase. A suggestion is to do an Open House and ask previous property owners to be present. Staff is to propose dates in the last week of April or first week of May for the Open House.
- v. Increase communication between the Building Permit's office and the Arts, Culture and Heritage Committee.

b. Glengarry Archives Discussion

Committee members toured the former Knights of Columbus Building located at 43 Kenyon Street in Alexandria. The plan is to purchase the building and make restorations, according to budgetary constraints, to make the building viable to house the existing Glengarry archives documents.

Moved by: Dane Lankin

Seconded by: Nicole Nadeau

BE IT RESOLVED THAT the Arts, Culture and Heritage Committee supports the acquisition of the former Knights of Columbus building located at 28 Kenyon Street East in Alexandria Ontario with a goal that

every effort be made to respect, restore, and preserve the building's heritage features, both visible and discovered during the renovation process, to the best extent practicable.

Carried.

c. Municipal Register

i. Update on 67 Carr East Maxville (Verbal Update)

Staff has met with the owners following approval by Council to list the property on the Municipal Register. The owners are expecting to replace the tin roof, recladding the entire building to unify the original building with the extension. Materials being considered are Hardy board and ginger breadding on the building and balcony. Hard landscape options have been discussed such as incorporating a standard and sidewalk from the driveway. The priorities are the roof and cladding and the Committee should expect an application over the next months.

d. Community Improvement Projects

i. Extensions for 17-19 Main St S & 28 Main St N Alexandria (Verbal Update)

Staff has met with owner and the property at 28 Main Street N is nearly complete. The door has been received for 17-19 Main Street S and should be replaced in the next few weeks. Capping is required as part of the completion of the project.

ii. Revamped CIP Brochure

The Committee has asked to have the old and new brochures sent out by email for comparison purposes.

e. SDG Regional Incentives (Verbal Update)

There were six initial applicants but three were finalized for this first round of applications. If successful, these applicants will receive over \$60,000 of SDG Regional Incentives funding. Butchers to Go is adding a new business on the second floor with an expansion to the butchery on the first floor. This project is eligible for \$40,000 in funding from the SDG Regional Incentives Program.

The owner of the "Brine Cellar" is opening up the Glengarry Farmer's Market through a co-op model. This is a bricks and mortar location for arts, crafts, and food items.

f. Glengarry Routes Project

i. Mural – King George Park (Verbal Update)

ii. Interpretive Panel – King George Park (Verbal Update)

iii. Interpretive Panel – Kenyon Agricultural Society (Verbal Update)

iv. SDG Tourism Grant Application – (Verbal Update) – North Glengarry had submitted 3 applications – the 1st from Stonehouse Vineyard for an agri-tourism event, the two applications from the Glengarry Pioneer Museum. The Celtic Festival was not funded but the Glengarry Routes Tour has received funding. The route has not been determined as yet but may include stops in South Glengarry. The date will be moved forward by one week due to existing conflicts.

v. Walking Tours – Alexandria and Maxville (Verbal Update) – Carma will contact Nathalie

- g. Update Heritage Coordinators Grant Application – Still waiting to hear back from National Trust.

9. PENDING BUSINESS

N/A

10. CORRESPONDENCE/INFORMATION ITEMS

- a. Letter of Waiver regarding the waiving of normal tariff fees at Land Registry Offices for Municipal Heritage Committee members.
- b. Letter from Mr. Casey Abrames volunteering his expertise in preserving the heritage buildings in North Glengarry.
- c. Letter from Mr. Casey Abrames regarding the condition of the building located at 28 Kenyon Street E., Alexandria.

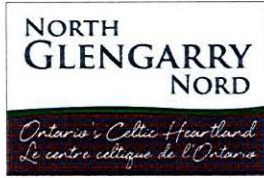
11. NEXT MEETING

Tuesday May 6, 2019 at 4:30 pm, at the Sandfield Centre (102 Derby Street West, Alexandria).

12. ADJOURNMENT

The meeting was adjourned at 6:23 pm by Carma Williams

Jeff Manley
Chair



Community Development Committee

MINUTES

Wednesday, April 24, 2019 at 3 pm
Sandfield Centre, 102 Derby St West, Alexandria

A meeting of the Community Development Committee was held on Wednesday, April 24, 2019, at 3 pm at the Sandfield Centre (102 Derby Street West, Alexandria).

PRESENT: Carma Williams, Chair
Jeff Manley, Councillor
Brenda Noble, Councillor
David Filion, Community Representative
Rory Levert, Community Representative
Dean MacGillivray, Community Representative
Michael Madden, Community Representative
Anne Leduc, Director – Community Services / Recording Secretary

REGRETS: Gina Dragone, Community Representative
Sarah Huskinson, CAO

1. CALL TO ORDER

The meeting was called to order at 3:01 pm

2. DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest by the members present.

3. ADDITIONS, DELETIONS OR AMENDMENTS

Additions to Point 8 - Agenda Items:

C) Impact of class sizes

4. ADOPTION OF THE AGENDA AS MODIFIED

Moved by: Jeff Manley

Seconded by: David Filion

THAT the agenda for the Community Development Committee for April 24, 2019 be adopted as modified.

Carried.

5. ADOPTION OF THE PREVIOUS MINUTES

Moved by: Michael Madden

Seconded by: Rory Levert

THAT the minutes of the March 27, 2019 Community Development Committee meeting be accepted as presented.

Carried.

6. BUSINESS ARISING FROM THE MINUTES

There was no new business arising from the minutes.

7. DELEGATIONS

None

8. AGENDA ITEMS

a. Corporate Strategic Presentation

Staff presented an overview of the presentation on the Strategic Planning exercise that was presented to Council on April 9, 2019. The Strategic exercise captures several of the items identified by the Committee members as possible goals (see Summary provided under item 8b). Several priority items that were identified by McSweeney during the consultation process are ranked as being of high priority on the member's list such as Broadband, Population Growth, Communication at the Township level, Customer Service ("Open for Business" mindset) at the Township Office, and Schools/Community Assets.

Members expressed concern on the statistics regarding the decline in population in North Glengarry. Staff has been asked to obtain information on population which will include an update on the Building permits issued over the last few years.

b. Discussion on goals for the Committee

The Committee members have identified two common themes which are Population and the Maintenance of Community Assets. The Summary document was analyzed and categorized by the Committee Members. Items identified as priority will be included in the agenda for follow-up at future meetings. Community members and organizations will be invited as delegations to ensure that the Committee is kept abreast of issues.

Category	Item	Owner / Action
Maintenance of Community Assets	Develop a Forest Conservation Plan	<ul style="list-style-type: none"> • Ongoing - Planning
Maintenance of Community Assets	Maintain schools (viability of secondary schools)	<ul style="list-style-type: none"> • Continuous – SOS group and partners
Maintenance of Community Assets	Protecting and strengthening Glengarry Memorial Hospital's long-term viability	<ul style="list-style-type: none"> • Update to be obtained from HGMH's management
Population	Address next steps for Agri-food and Agri-tourism	<ul style="list-style-type: none"> • Ongoing - Economic Development
Population	<p>Create a plan to address population growth (attraction of new residents – from West Island, East Ottawa, Amazon)</p> <ul style="list-style-type: none"> • Increase population across all demographics (seniors, youth, adults, disabled individuals, etc.) 	<ul style="list-style-type: none"> • Ongoing - Economic Development / Government Organizations / Community Partners
Population	Develop comprehensive Communications Plan at the Township level	<ul style="list-style-type: none"> • Under the direction of the CAO
Population	Ensure good Customer Service at Township	<ul style="list-style-type: none"> • Under the direction of the CAO
Population	Lagoon upgrade	<ul style="list-style-type: none"> • Ongoing – July target for update
Population	Lobby businesses to relocate to North Glengarry	<ul style="list-style-type: none"> • Ongoing - Economic Development / Government Organizations
Population	Strategic residential development on the fringe of Alexandria that would not require infrastructure (estate lots)	<ul style="list-style-type: none"> • Planning / Economic Development
Population / Maintenance of Community Assets	<p>Create a volunteer database</p> <ul style="list-style-type: none"> • Centralized database to disseminate information on community and service groups, volunteer opportunities, functions 	<ul style="list-style-type: none"> • Economic Development – use already-compiled information on community organizations to see if there is an appetite for a centralized database through which volunteers could be contacted on an as-required basis
Population / Maintenance of Community Assets	High-speed internet	<ul style="list-style-type: none"> • Ongoing - Eastern Ontario Wardens' Caucus – Eastern Ontario Regional Network project • Expecting update on funding.

Population / Maintenance of Community Assets	Location for satellite government offices (Minister of Rural Affairs, agricultural based agencies)	<ul style="list-style-type: none"> • Ongoing but greatly dependent on direction of Provincial and Federal Governments
Population / Maintenance of Community Assets	Township has to be “open” for business	<ul style="list-style-type: none"> • Under the direction of the CAO

c. Impact of class size

Item was discussed by the members as part of the review of the Goals for the Committee (see table above).

Mr. David Filion also indicated that the Maxville busing situation could potentially result in a reduction of 8 individuals per year.

Following the recent Provincial Budget, there has been no update on the staffing situation at GDHS.

9. PENDING BUSINESS

N/A

10. CORRESPONDENCE/INFORMATION ITEMS

a. Key Information Report – Economic Development Update

Committee members are encouraged to contact staff if they require any additional information on the Economic Development Activities in the Township.

11. NEXT MEETING

The next Community Development Committee will take place on Wednesday, May 29, 2019 at 3 pm, at the Sandfield Centre (102 Derby Street West, Alexandria).

12. ADJOURNMENT

The meeting was adjourned at 4:48 pm by Michael Madden.

Carma Williams
Chair

Section 9

NEW BUSINESS

Section 10

NOTICE OF MOTION

Section 11

QUESTION PERIOD

Section 12

CLOSED SESSION

BUSINESS

Section 13

CONFIRMING BY-LAW

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 13, 2019

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry receive By-law 17-2019; and

That Council adopt by-law 17-2019 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 17-2019 be read a first, second, third time and enacted in Open Council this 13 day of May, 2019.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 13 Item a

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 17-2019
FOR THE YEAR 2019**

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 May 13, 2019 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 13 day of May, 2019.

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 17-2019, duly adopted by the Council of the Township of North Glengarry on the 13 day of May, 2019.

Date Certified

CAO/Clerk / Deputy Clerk

Section 14

ADJOURN

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: May 13, 2019

MOVED BY: _____

SECONDED BY: _____

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

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

	YEA	NEA
Deputy Mayor: Carma Williams	_____	_____
Councillor: Jacques Massie	_____	_____
Councillor: Brenda Noble	_____	_____
Councillor: Jeff Manley	_____	_____
Councillor: Michel Depratto	_____	_____
Councillor: Johanne Wensink	_____	_____
Mayor: Jamie MacDonald	_____	_____

Section 14