

# THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

## Regular Meeting of Council

**Monday June 11, 2018 at 7:00 p.m. – Council Chambers  
102 Derby Street West, Alexandria, Ontario K0C 1A0**

## Draft Agenda

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

1. ACCEPT THE AGENDA (Additions/Deletions) ® (Carma)
2. DECLARATIONS OF CONFLICTS OF INTEREST
3. ADOPTION OF PREVIOUS MINUTES ® (Jacques)
  - a) Regular Meeting of Council – May 28, 2018
  - b) Special Meeting of Council – June 4, 2018
4. DELEGATION(S)
5. COMMITTEE RECOMMENDATIONS
6. CAO/CLERK'S DEPARTMENT – Sarah Huskinson - CAO/Clerk
7. COMMUNITY SERVICES DEPARTMENT –  
Anne Leduc, Director of Recreation/Community Services
  - a) By-law 32-2018 – CIP Regional Incentives Area ® (Brian)
  - b) Award of Contract for Playground Rehabilitations ® (Jeff)
  - c) Award of Contract for the Island Park Tennis Court Rehabilitation ® (Michel)
  - d) CIP Request – 1645 County Rd 30 Greenfield, On ® (Carma)
8. TREASURY DEPARTMENT – Kimberly Champigny – Treasurer & Director of Finance
  - a) By-law 31-2018 – Rating by-law funder the *Tile Drainage Act* ® (Jacques)
  - b) Cell Phone Policy ® (Brian)
9. PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT -  
Jacob Rhéaume – Director of Building, By-law & Planning / CBO
  - a) Zoning Amendment By-law Z-03-2018 ® (Jeff)

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

- a) By-law 25-2018 – Open air fires ® (Michel)

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

- a) Lagoon Aerator Installation ® (Carma)
- b) Water Tower – Additional Work ® (Brian)
- c) Request for improvement to Fowler Danis Municipal Drainage ® (Jeff)
- d) Verbal Report re: Sidewalk Inspection 2017
- e) Truck Tender Award ® (Jacques)

12. CORRESPONDENCE

- a) Planning Committee Minutes – March 19, 2018
- b) Arts, Culture and Heritage Advisory Committee Minutes – March 28, 2018
- c) CIPAC Minutes – April 3, 2018

- d) Public Meeting of Planning Minutes – April 9, 2018

- e) Recreation Advisory Committee Minutes – April 10, 2018
- f) The Committee of Adjustment Minutes – April 23, 2018
- g) CIPAC Minutes – May 7, 2018

13. NEW BUSINESS

14. NOTICE OF MOTION

Next Regular Public Meeting of Council

Monday June 25, 2018 at 7:00 p.m. at the Centre Sandfield Centre, 102 Derby Street West, Alexandria, Ontario.

Note: Meeting are subject to change or cancellation.

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

16. CLOSED SESSION BUSINESS

17. CONFIRMING BY-LAW

- a) By-law 33-2018 ® (Michel)

18. ADJOURN ® (Jacques)

# **Section 1**

**ACCEPT THE AGENDA**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** June 11, 2018

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

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

That the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday June 11, 2018.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Jacques Massie

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Brian Caddell

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Jeff Manley

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Michel Depratto

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Carma Williams

\_\_\_\_\_

\_\_\_\_\_

**Mayor:** Chris McDonell

\_\_\_\_\_

\_\_\_\_\_

**Section 1**



## **Section 2**

# **DECLARATIONS OF CONFLICTS OF INTEREST**



## **Section 3**

# **ADOPTION OF PREVIOUS MINUTES**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** June 11, 2018

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

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

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

Regular Meeting of Council – May 28, 2018  
Special Meeting of Council – June 4, 2018

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Jacques Massie

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Brian Caddell

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Jeff Manley

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Michel Depratto

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Carma Williams

\_\_\_\_\_

\_\_\_\_\_

**Mayor:** Chris McDonell

\_\_\_\_\_

\_\_\_\_\_



# THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

## REGULAR MEETING OF COUNCIL

**Monday May 28, 2018 at 7:00 p.m. – Council Chambers  
102 Derby Street West, Alexandria, On K0C 1A0**

A Regular meeting of the Municipal Council was held on May 28, 2018 at 7:00 p.m., with presiding.

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

**ALSO PRESENT:** **CAO-Clerk** – Sarah Huskinson  
**Treasurer & Director of Finance** – Kimberley Champigny  
**Deputy Clerk** – Lise Lavigne

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

### **Resolution No. 1**

**Moved by:** Carma Williams

**Seconded by:** Michel Depratto

That the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday May 28, 2018.

**Carried**

3. **ADOPTION OF PREVIOUS MINUTES**

### **Resolution No. 2**

**Moved by:** Jamie MacDonald

**Seconded by:** Carma Williams

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

Regular Meeting of Council – May 14, 2018

**Carried**

4. **DELEGATION(S)**
5. **COMMITTEE RECOMMENDATIONS**
6. **CAO/CLERK'S DEPARTMENT** – Sarah Huskinson - CAO/Clerk
7. **COMMUNITY SERVICES DEPARTMENT** - Anne Leduc, Director Community Services
8. **TREASURY DEPARTMENT** – Kimberley Champigny, Treasurer & Director of Finance
  - a) **By-law 29-2018 – Amending Tax Rate By-law 27-2018**



**Resolution No. 3**

**Moved by:** Jacques Massie

**Seconded by:** Jeff Manley

THAT Council adopt by-law No. 29-2018 being a by-law to adopt the tax rates for the year 2018 and that by-law be read a first, second and third time in Open Council this 28<sup>th</sup> day of May, 2018; and

That By-law No. 27-2018 be rescinded.

**Carried**

**Action - KC**

9. **PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT -**  
Jacob Rhéaume – Director of the Building/By-law & Planning Services
10. **FIRE DEPARTMENT** – Patrick Gauthier, North Glengarry Fire Chief
11. **PUBLIC WORKS DEPARTMENT** – Ryan Morton, Director of Public Works
  - a) **Tile Drainage Loan Application**

**Resolution No. 4**

**Moved by:** Brian Caddell

**Seconded by:** Jeff Manley

That staff report regarding Tile Drainage Loan Application be received and;

That the Council of the Township of North Glengarry approves a tile drainage loan for Lot 22 Concession 5 Lochiel Ward Roll # 011101601164000 in the amount of \$ 18,000.

**Carried**

**Action – KC**

- b) **Changes of Waste & Recycling Collection**

**Resolution No. 5**

**Moved by:** Jeff Manley

**Seconded by:** Jacques Massie

That the Council of the Township of North Glengarry directs staff to incorporate a dual stream collection system for the Township of North Glengarry and clients of the RARE facility;

AND FURTHER, that the changes shall take effect as of January 7<sup>th</sup>, 2019.

**Carried**

**Action – LA/RM/KC**

12. **CORRESPONDENCE**
  - a) Committee of Adjustment Minutes – Sept 25, 2017
  - b) Public Works Advisory Committee Minutes – Feb 20, 2018
  - c) Public Meeting of Planning Minutes – Feb 20, 2018
  - d) Planning Committee Minutes – Feb 20, 2018
  - e) Arts, Culture and Heritage Advisory Committee Minutes March 28, 2018
  - f) Public Works Advisory Committee Minutes – Apr 17, 2018
13. **NEW BUSINESS**
14. **NOTICE OF MOTION** - Next Meeting of Council, June 11, 2018.
15. **QUESTION PERIOD**

## 16. CLOSED SESSION BUSINESS

### Resolution No. 6

**Moved by:** Jeff Manley

**Seconded by:** Jacques Massie

**Proceed "In Closed Session",**

That the Council of the Township of North Glengarry proceeds in Closed session under Section 239 (2) of the *Ontario Municipal Act* at 7:55 p.m., in order to address,

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*);

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

And adopt the minutes of the Municipal Council Closed Session meeting of April 23, 2018.

**Carried**

### Resolution No. 7

**Moved by:** Jamie MacDonald

**Seconded by:** Carma Williams

That we return to the Regular Meeting of Council at 8:40 p.m.

**Carried**

## 17. CONFIRMING BY-LAW

### a) By-law 30-2018

### Resolution No. 8

**Moved by:** Michel Depratto

**Seconded by:** Carma Williams

That the Council of the Township of North Glengarry receive By-law 30-2018; and

That Council adopt by-law 30-2018 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 30-2018 be read a first, second, third time and enacted in Open Council this 28<sup>th</sup> day of May, 2018.

**Carried**

## 18. ADJOURNMENT

### Resolution No. 9

**Moved by:** Jacques Massie

**Seconded by:** Jeff Manley

There being no further business to discuss, the meeting was adjourned at 8:42 p.m.

**Carried**

---

CAO/Clerk/ Deputy Clerk

---

Mayor / Deputy Mayor



# THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

## SPECIAL MEETING OF COUNCIL

**Monday June 4, 2018 at 9:00 a.m. – Gary Shepherd Hall  
102 Derby Street West, Alexandria, On K0C 1A0**

A Special meeting of the Municipal Council was held on June 4, 2018 at 9:00 a.m., with Deputy Mayor Jamie MacDonald presiding.

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

**REGRETS:** **Mayor** – Chris McDonell

**ALSO PRESENT:** **CAO/Clerk** – Sarah Huskinson  
**Lawyer** – Matthew MacLean  
**Consultant to CBO** – Gerry Murphy  
**Assistant Clerk** – Chantal Lapierre  
**Director Community Services** – Anne Leduc (arrived at 9:45)

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

### **Resolution No. 1**

**Moved by:** Carma Williams

**Seconded by:** Jeff Manley

That the Council of the Township of North Glengarry accepts the agenda of the Special Meeting of Council on Monday June 4, 2018.

**Carried**

3. **ADOPTION OF PREVIOUS MINUTES**
4. **DELEGATION(S)**
5. **COMMITTEE RECOMMENDATIONS**
6. **CAO/CLERK'S DEPARTMENT** –Sarah Huskinson - CAO/Clerk

#### **a) Sound System for Council Chamber**

### **Resolution No. 4**

**Moved by:** Brian Caddell

**Seconded by:** Jeff Manley

THAT Council for the Township of North Glengarry receives Staff Report No. AD-2018-04, and

THAT Council approves purchase of a Sound System and Microphones to an upset limit of \$20,000 to be funded \$10,000 from Unfinanced Capital carried forward from the 2017 budget and \$10,000 from the General Capital Fund.

**Carried**

**Action – SH/RE/KC**

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

a) **Maxville Community Hall Floor Replacement**

**Resolution No. 5**

**Moved by:** Michel Depratto

**Seconded by:** Carma Williams

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2018-20; and

THAT Council approves the transfer of use in an upset amount of \$10,825.23 plus HST from the Maxville & District Sports Complex' Capital Budget towards the purchase and installation of a liquid membrane prior to the installation of the vinyl composite tiles in the Community Hall; and

THAT the Chief Administrative Officer and the Director of Community Services are hereby authorized to execute the documentation relevant to this project.

**Carried**

**Action – AL/KC**

8. **TREASURY DEPARTMENT** – Kim Champigny, Treasurer/Director of Finance

9. **PLANNING/BUILDING & BY-LAW ENFORCEMENT DEPARTMENT** -  
Jacob Rhéaume – Director of the Building/By-law & Planning Services

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

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

12. **CORRESPONDENCE**

13. **NEW BUSINESS**

14. **NOTICE OF MOTION** - Next Meeting of Council, June 11, 2018.

15. **QUESTION PERIOD**

16. **CLOSED SESSION BUSINESS**

**Resolution No. 2**

**Moved by:** Brian Caddell

**Seconded by:** Jeff Manley

**Proceed "In Closed Session",**

That the Council of the Township of North Glengarry proceeds in Closed session under Section 239 (2) of the *Ontario Municipal Act* at 9:01 a.m., in order to address,

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*);

**Carried**

**Resolution No. 3**

**Moved by:** Brian Caddell

**Seconded by:** Jeff Manley

That we return to the Special Meeting of Council at 9:45 a.m.

**Carried**



17. CONFIRMING BY-LAW

18. ADJOURNMENT

**Resolution No. 6**

**Moved by:** Jacques Massie

**Seconded by:** Carma Williams

There being no further business to discuss, the meeting was adjourned at 10:03 a.m.

**Carried**

---

**CAO/Clerk/ Deputy Clerk**

---

**Mayor / Deputy Mayor**

## **Section 4**

# **DELEGATION**



# **Section 5**

## **COMMITTEE**

## **RECOMMENDATIONS**



**Section 6**

**CAO/CLERK'S**

**DEPARTMENT**

**Sarah Huskinson**



**Section 7**

**COMMUNITY SERVICES**

**DEPARTMENT**

**Anne Leduc**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** June 11, 2018

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

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

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2018-21; and

THAT Council receives the By-law 32-2018 being a by-law to Designate Community Improvement Project Areas within the Corporation of the Township of North Glengarry Community and that By-law 32-2018 be read a first, second, third time and enacted in Open Council this 11<sup>th</sup> day of June, 2018.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

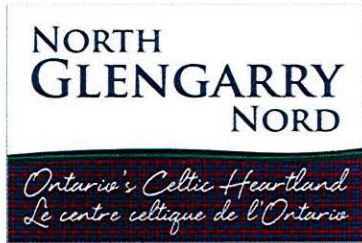
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 7 Item a**





7(a)

## STAFF REPORT TO COUNCIL

Report No: CS-2018-21

June 11, 2018

From: Anne Leduc – Director of Community Services

RE: By-law 32-2018 to designation Regional Incentives Area for Community Improvement Plan

---

### Recommended Motion:

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2018-21; and

THAT Council receives the By-law 32-2018 being a by-law to Designate Community Improvement Project Areas within the Corporation of the Township of North Glengarry Community and that said by-law be adopted.

### Background / Analysis:

On December 14, 2015, as required by the Planning Act, R.S.O. 1990, Council adopted By-law 65-2015, designating the Community Improvement Project Areas of North Glengarry. The Community Improvement Plan was approved by Council on February 8, 2016 and following the 20-day appeals process to the Ontario Municipal Board, came into force on March 1, 2016.

On August 8, 2017, Council adopted By-law 33-2017 amending the designated Community Improvement Plan Project Areas to include designated areas in Apple Hill, Dalkeith, Dominionville, Dunvegan, Glen Robertson, Glen Sandfield, Greenfield and Lochiel.

The present amendment pertains to the integration of the United Counties of Stormont, Dundas and Glengarry's Regional Incentive Plan into the Township of North Glengarry's Community Plan. The Regional Incentives Area will designate the whole of the Township of North Glengarry. The eligible projects area requires designation through a by-law.

The adoption by Council of By-law 32-2018 – A By-law to Designate Community Improvement Project Areas within the Corporation of the Township of North Glengarry as required by the *Planning Act*, will allow the Township to hold a public meeting on June 25<sup>th</sup> to obtain input on the proposed amendments to the Community Improvement Plan. Following the public meeting, information will be compiled and the revised version

of the Community Improvement Plan will be brought to Council for approval. A 20-day appeals process to the Ontario Municipal Board will follow and staff expects that the revised plan will be in place by the end of the summer.

**Alternatives:**

Option 1 – Recommended – That Council adopts By-law 32-2018.

Or

Option 2 – Not recommended – That Council declines the adoption of By-law 32-2018.

**Financial Implications:**

The minor modifications to tighten the eligibility criteria brought to the North Glengarry portion of the Community Improvement plan have no impact on the Township's Budget as this is a continuation of the Township of North Glengarry's 5-year Community Improvement Plan for which funds are approved by Council on a yearly basis.

The newly integrated Regional Incentives are be funded through the United Counties of Stormont, Dundas and Glengarry.

**Attachments & Relevant Legislation:**

- By-law 32-2018 A By-law to Designate Community Improvement Project Areas within the Corporation of the Township of North Glengarry

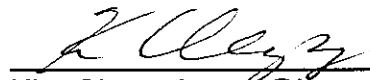
**Submitted by:**



---

Anne Leduc – Director of Community Services

**Others consulted:**



---

Kim Champigny – Director of Finance / Treasurer



---

Sarah Huskinson – Chief Administrative Officer / Clerk



# THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

## BY-LAW No. 32-2018

### A By-law to Designate Community Improvement Project Areas within the Corporation of the Township of North Glengarry.

---

**WHEREAS** the Council of the Corporation of the Township of North Glengarry has an Official Plan that contains provisions relating to community improvement;

**AND WHEREAS** the lands hereinafter described are part of that area covered by the Official Plan of the Township of North Glengarry;

**AND WHEREAS** Section 28 (2) the *Planning Act*, R.S.O. 1990, Chapter P. 13, as amended, states that where there is an Official Plan in effect in a local municipality that contains provisions relating to community improvement in the municipality, the council of the municipality may, by By-law, designate the whole or any part of an area covered by such an official plan as a community improvement project area for the purpose of preparing a Community Improvement Plan;

**AND WHEREAS** Section 28(1) of the *Planning Act* defines a ‘community improvement project area’ as a “municipality or an area within a municipality, the community improvement of which in the opinion of the council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason”;

**AND WHEREAS** the Council of the Township of North Glengarry deems it expedient and in the interest of the municipality to designate the lands hereinafter described as the Township of North Glengarry Community Improvement Project Areas;

**AND WHEREAS** the Municipality did adopt By-law No. 33-2017 on August 8th, 2017;

**AND WHEREAS** the Municipality wishes to amend By-law No. 33-2017 as it pertains to the designation of lands;

### **NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY HEREBY ENACTS AS FOLLOWS:**

1. Pursuant to Section 28 (2) of the *Planning Act*, R.S.O. 1990, as amended, the following lands are hereby designated as Community Improvement Project Areas and that these areas of land and premises situated, being in the Township of North Glengarry and being composed of those areas of land which are shown on Schedules “A-1, A-2, B-1, B-2, B-3, B-4, B-5, B-6, B-7, B-8 and C” and Schedule “D” attached and referred to hereto as the Township of North Glengarry Community Improvement Project Areas and the Regional Incentive Area be more particularly describe as follows:
  - A. That the Community Improvement Project Areas, as illustrated by “Schedule A-1” and “Schedule A-2”, are hereby designated as the Urban Village Areas; and,
  - B. That the Community Improvement Project Areas, as illustrated by “Schedule B-1”, “Schedule B-2”, “Schedule B-3”, “Schedule B-4”, “Schedule B-5”, “Schedule B-6”, “Schedule B-7”, and “Schedule B-8”, are hereby designated as the Rural Hamlets Areas; and,

C. That the Community Improvement Project Area, as illustrated by “Schedule C” is hereby designated as the Commercial Fringe Areas, Industrial Zones, and Identified Buildings of Significant Heritage Interest.

D. That the Community Improvement Project Area, as illustrated by “Schedule D” is hereby designated as the Regional Incentives Area.

2. That this By-law shall come into full force and take effect on the final passage thereof.

**READ** a first, second, third time and enacted in Open Council this 25<sup>th</sup> day of June, 2018.

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

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

I hereby certify this to be a true copy of By-law No. 32-2018, and that such by-law is in full force and effect.

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

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

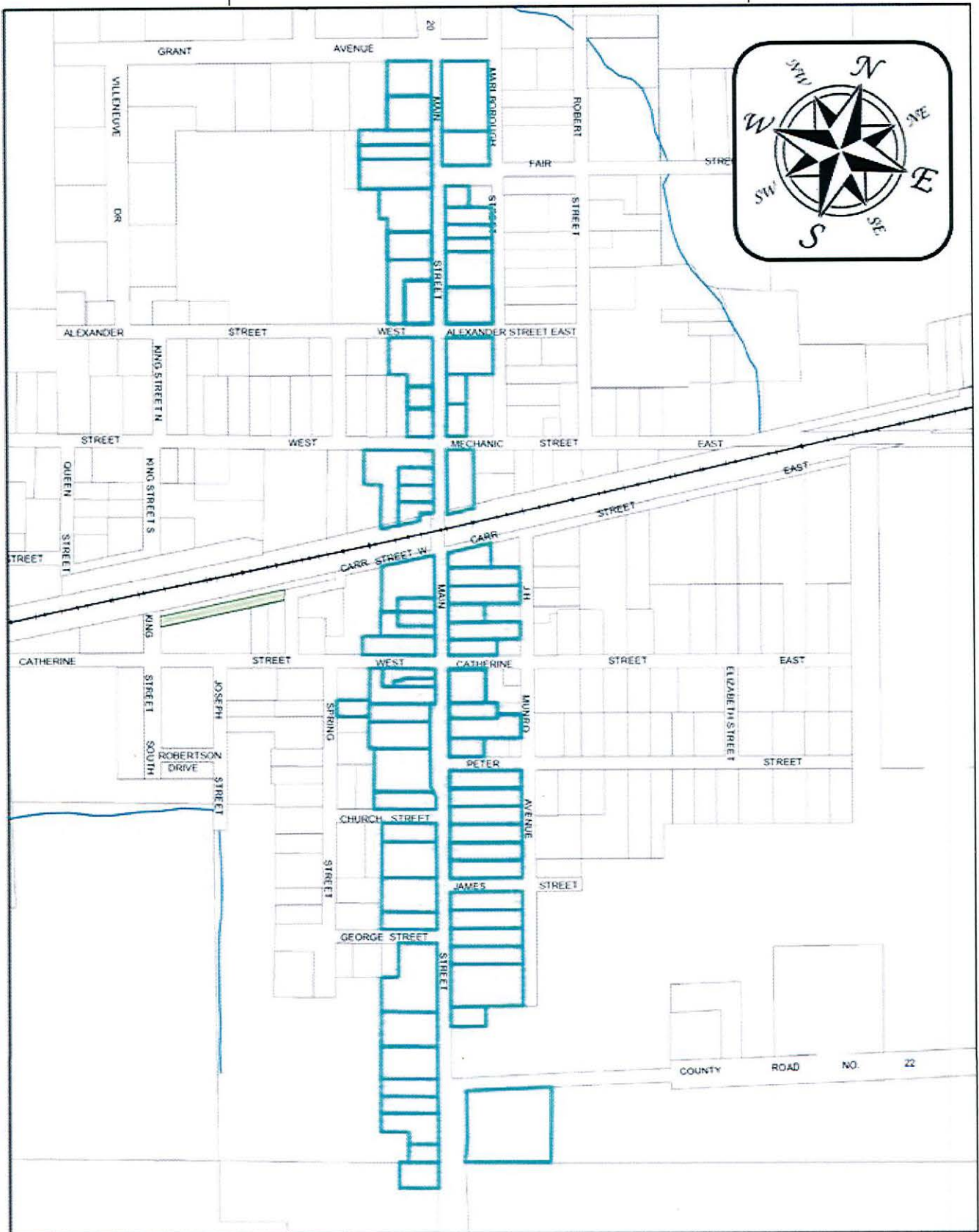




Schedule "A-2" to By-Law 32-2018

"URBAN VILLAGE AREAS"

MAXVILLE CIP

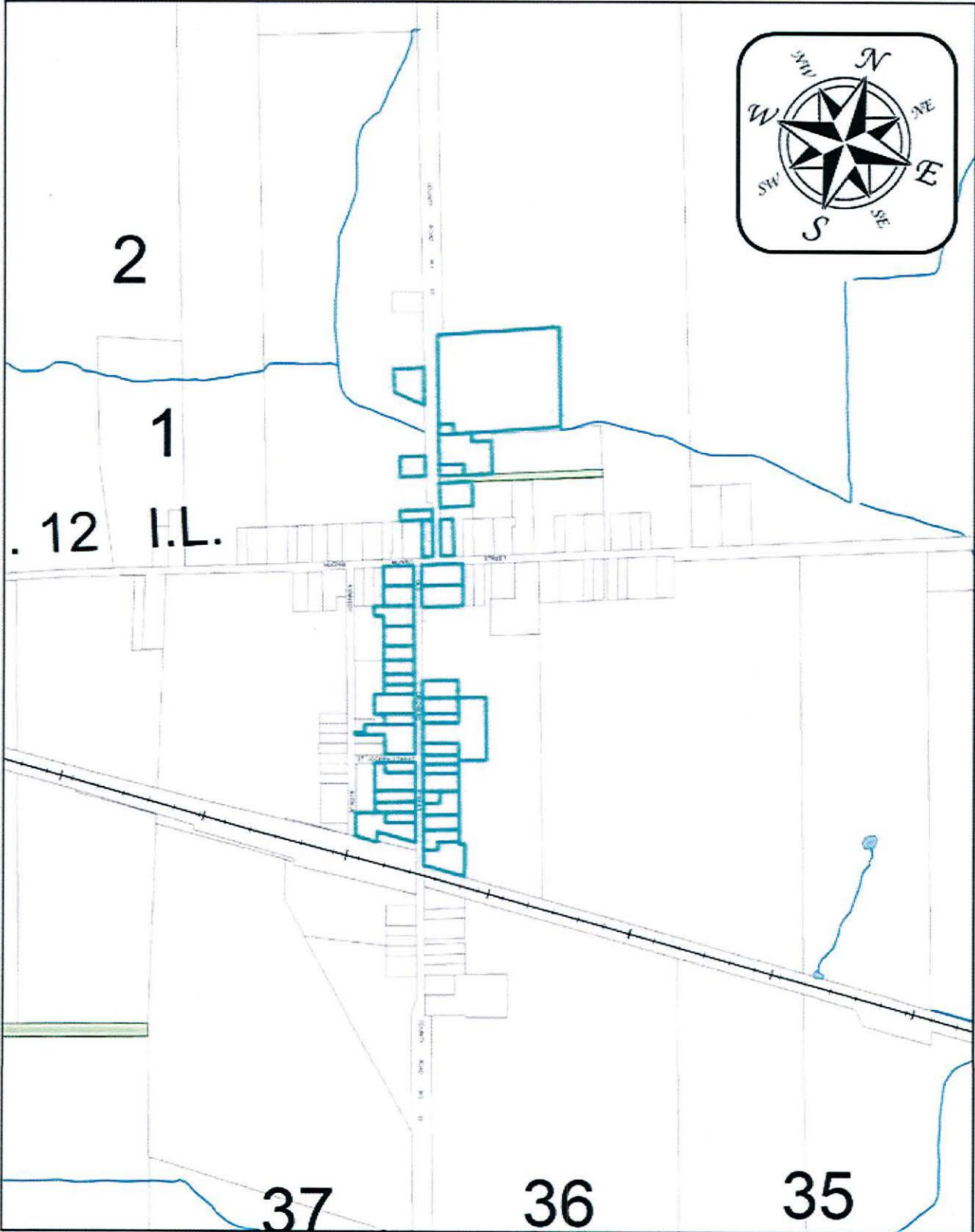




Schedule "B-1" to By-Law 32-2018

"RURAL HAMLETS AREAS"

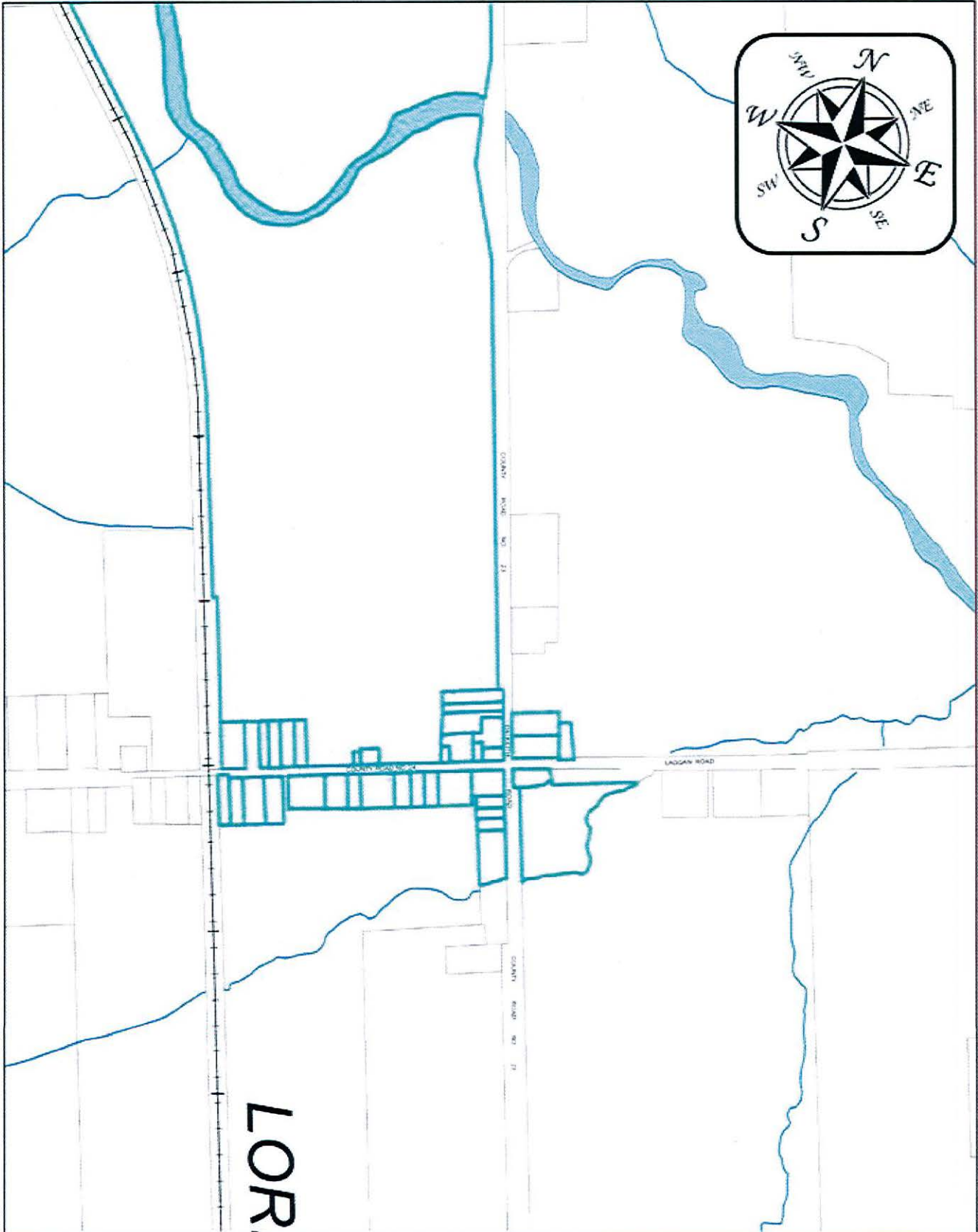
APPLE HILL CIP



Schedule "B-2" to By-Law 32-2018

"RURAL HAMLETS AREAS"

DALKEITH CIP

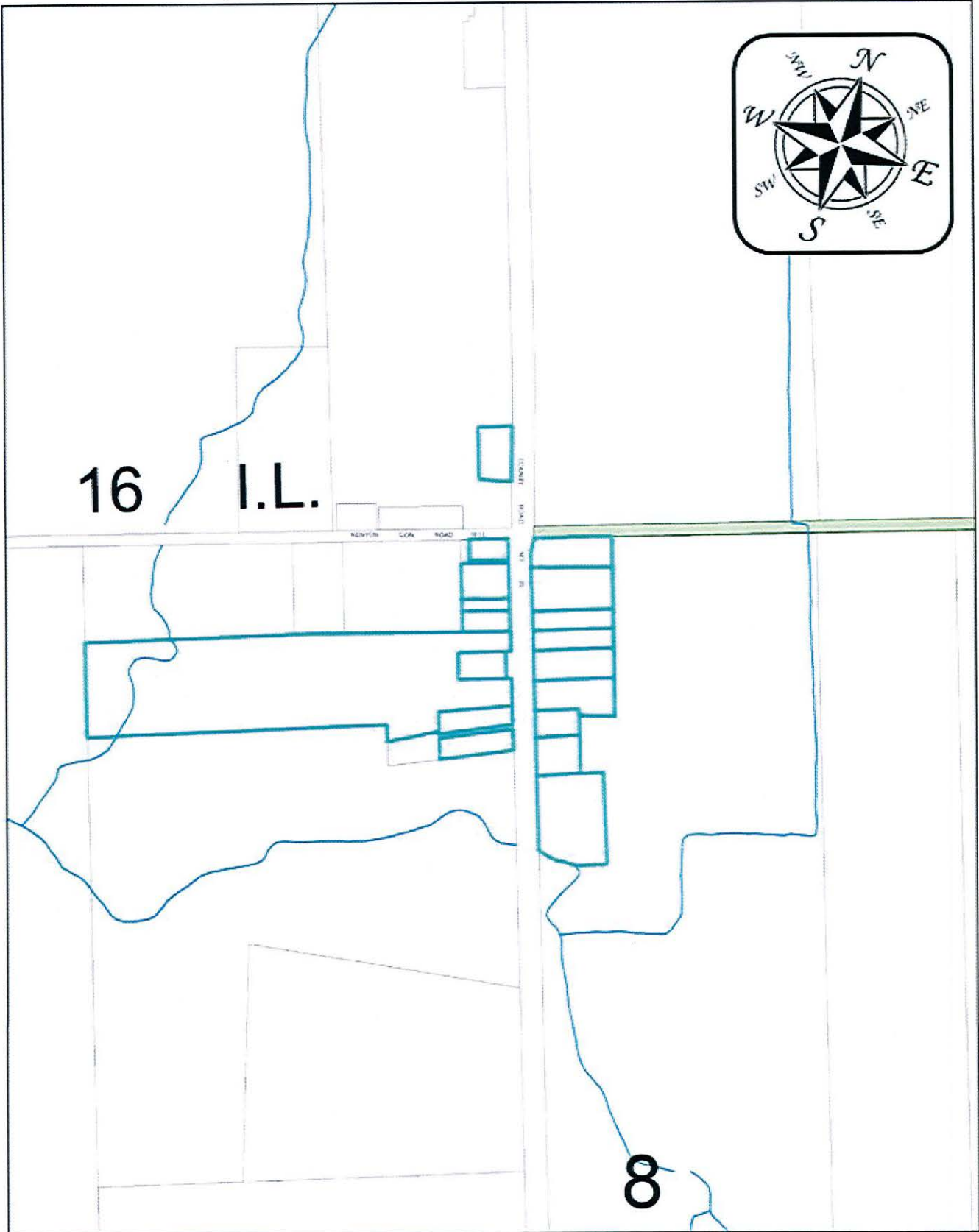




Schedule "B-3" to By-Law 32-2018

"RURAL HAMLETS AREAS"

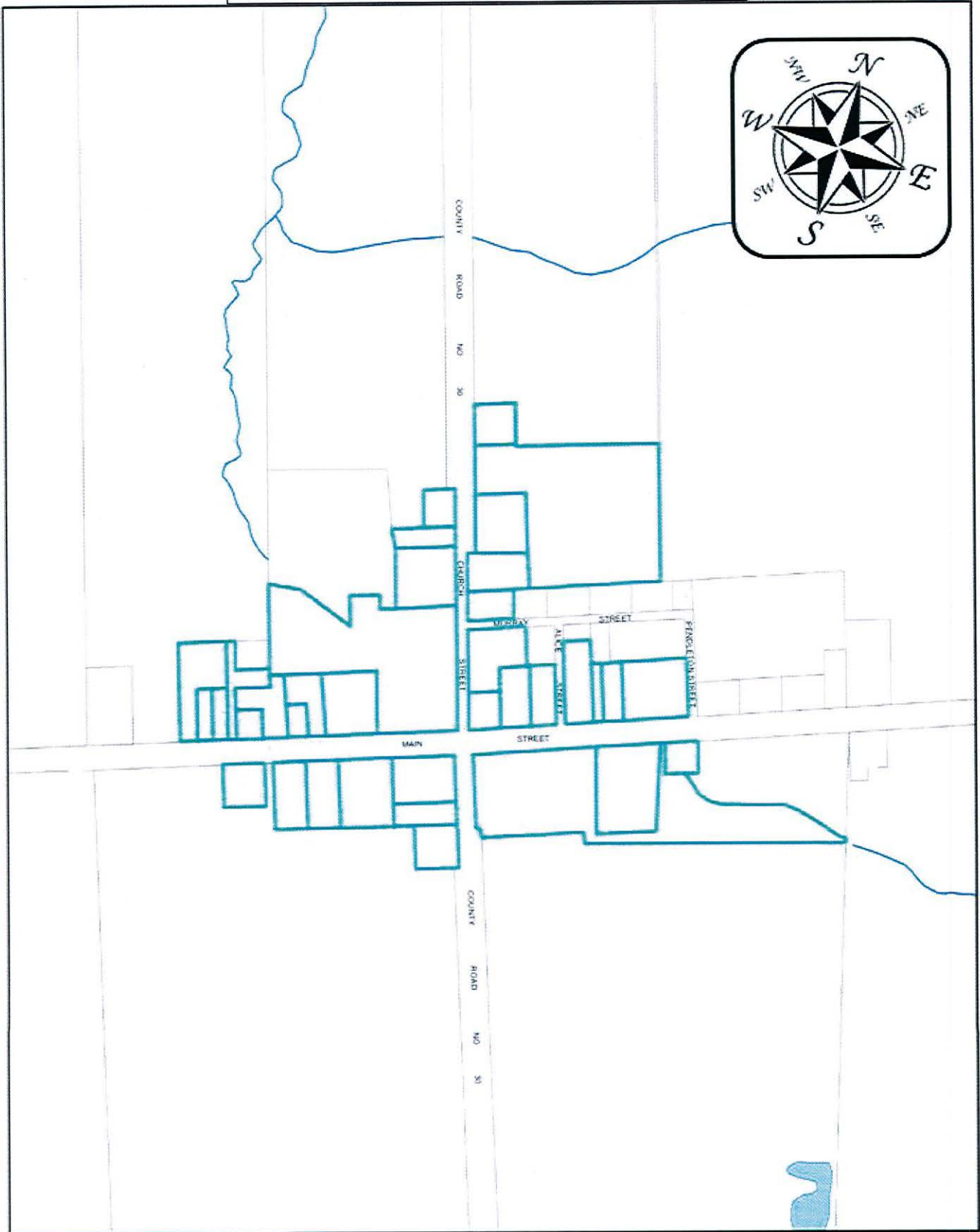
DOMINIONVILLE CIP



Schedule "B-4" to By-Law 32-2018

"RURAL HAMLETS AREAS"

DUNVEGAN CIP

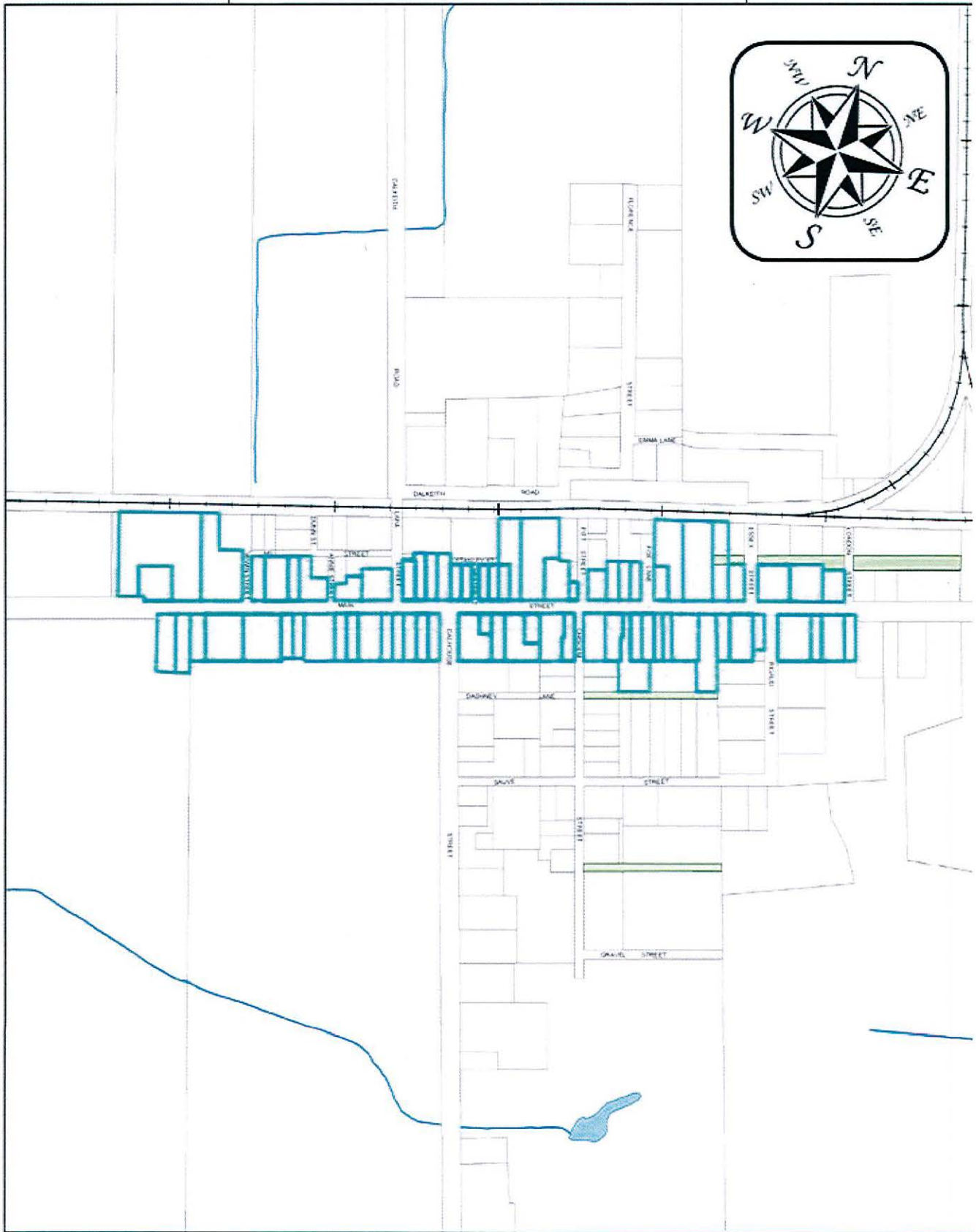




Schedule "B-5" to By-Law 32-2018

"RURAL HAMLETS AREAS"

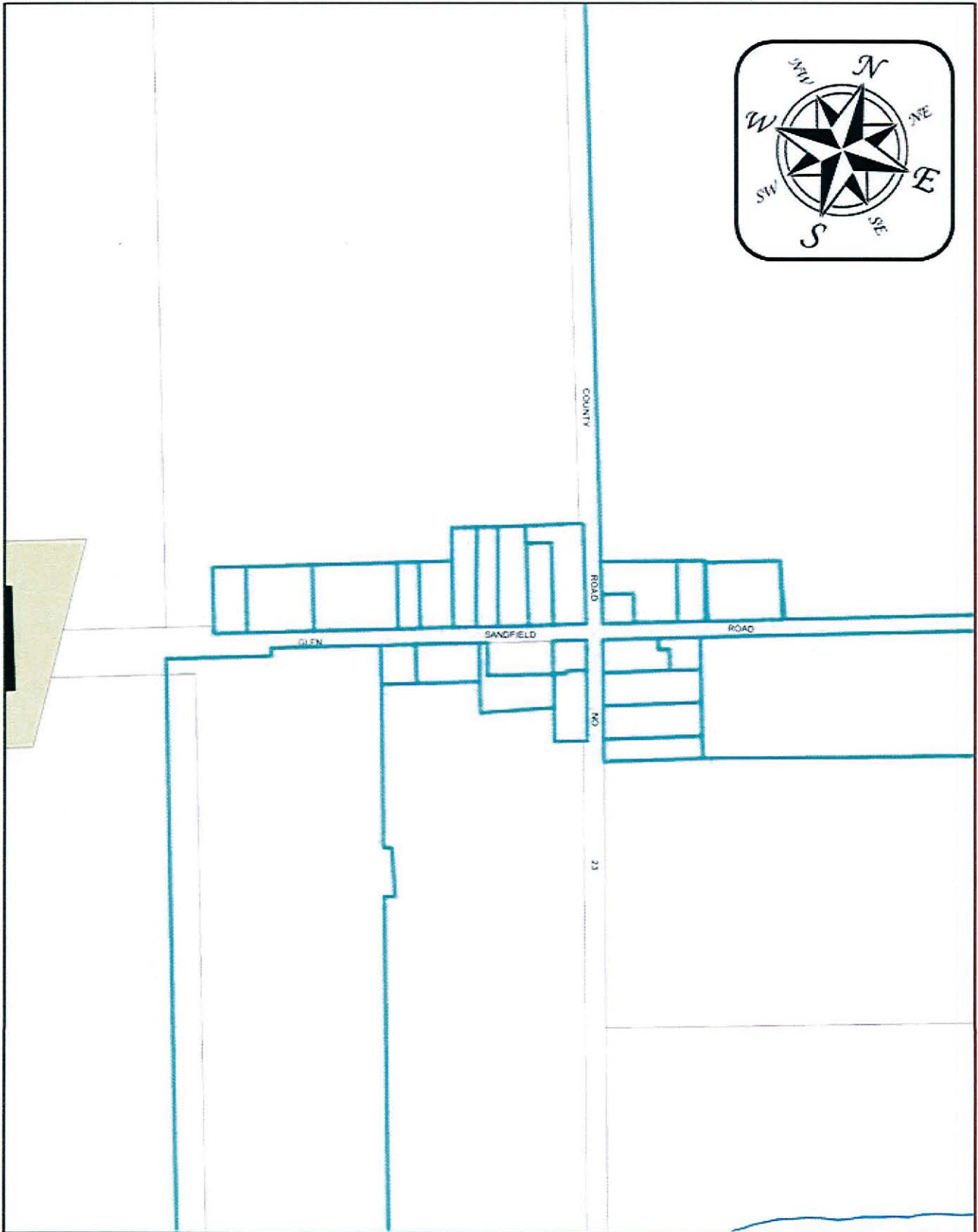
GLEN ROBERTSON CIP



Schedule "B-6" to By-Law 32-2018

"RURAL HAMLETS AREAS"

GLEN SANDFIELD CIP

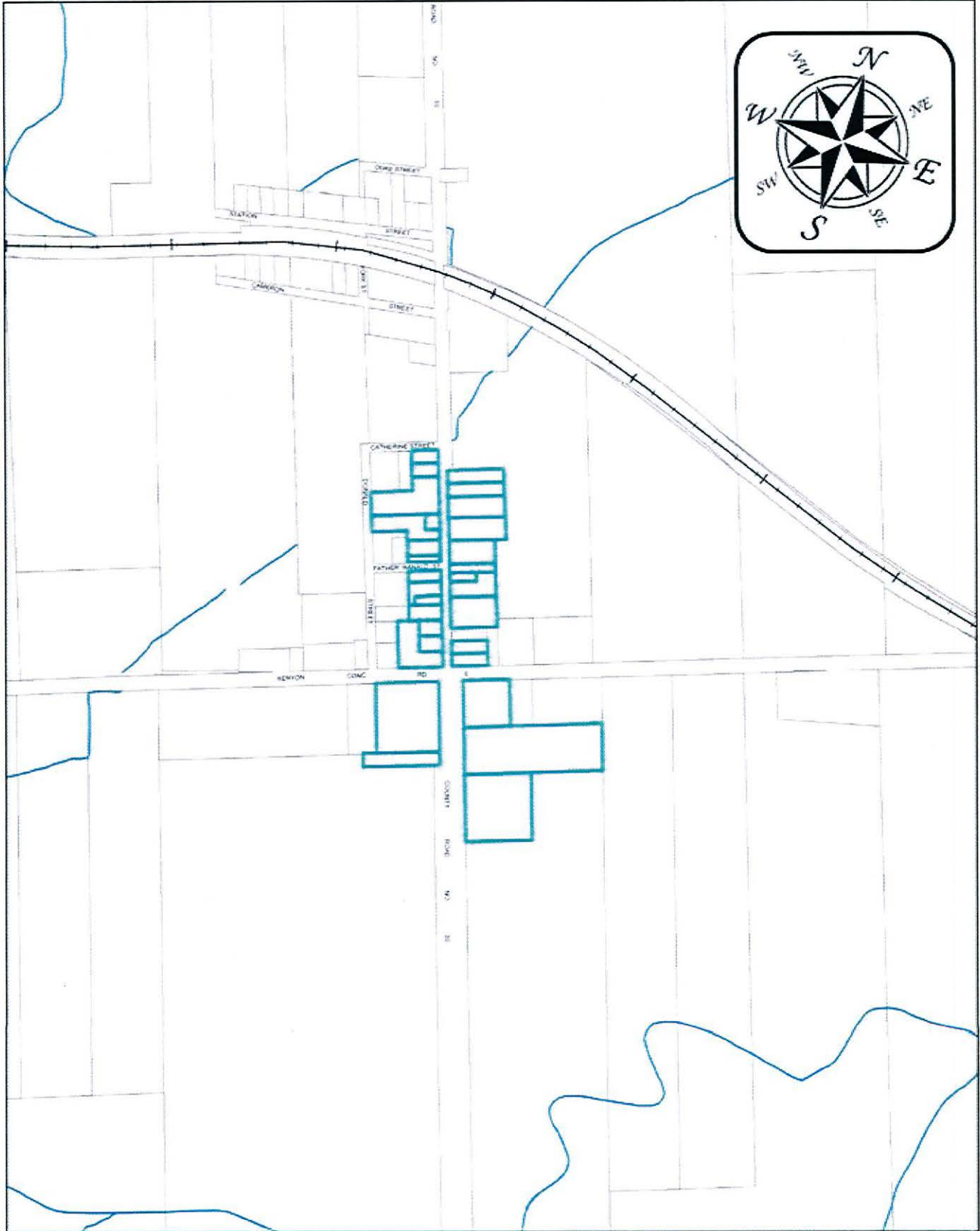




Schedule "B-7" to By-Law 32-2018

"RURAL HAMLETS AREAS"

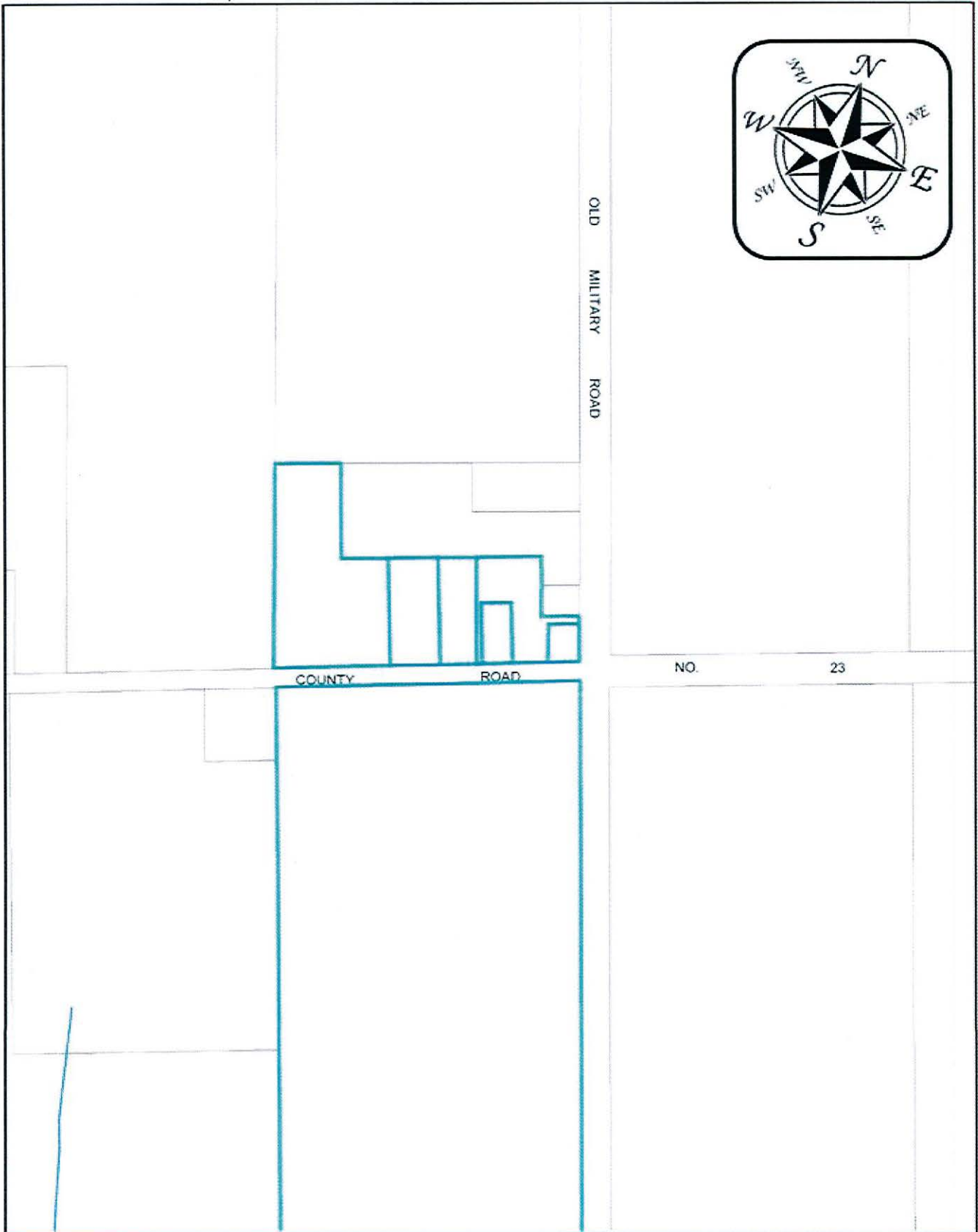
**GREENFIELD CIP**



Schedule "B-8" to By-Law 32-2018

"RURAL HAMLETS AREAS"

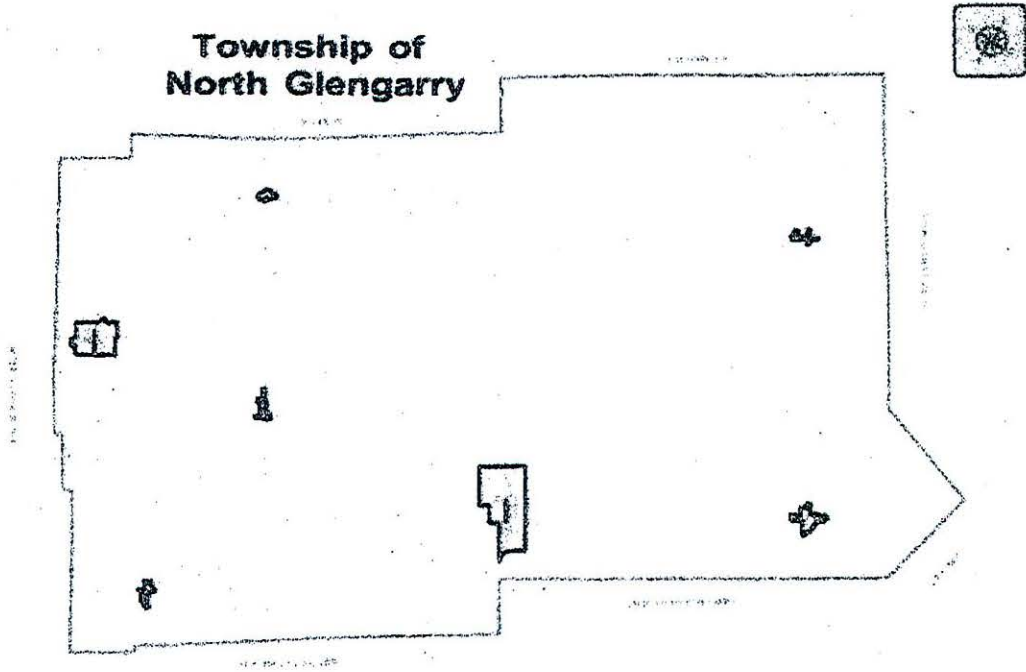
LOCHIEL CIP





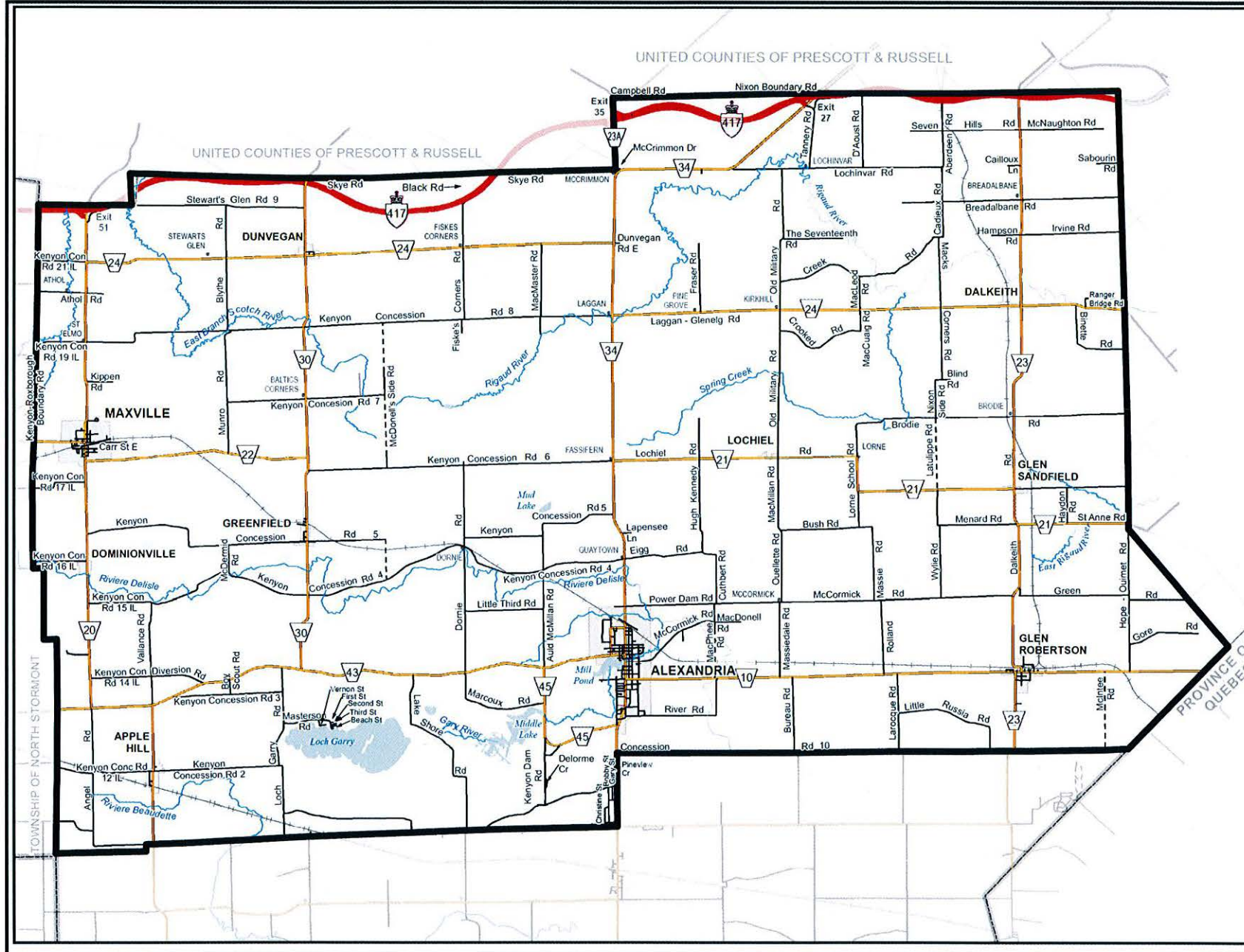
Schedule "C" to By-Law 32-2018

COMMERCIAL FRINGE AREAS, INDUSTRIAL ZONES AND  
IDENTIFIED BUILDINGS OF SIGNIFICANT HERITAGE INTEREST



Schedule "D" to By-Law 32-2018

REGIONAL INCENTIVES AREA



NORTH GLENGARRY  
NORD



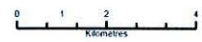
Township of North Glengarry

Legend

- Regional Incentives Program Area
- Highway
- County Road
- Township Road
- Private/Other Road
- Road Allowance / Seasonal Road
- Under Construction
- Railroad
- Settlement Area
- Township Boundary



1:110,000



Produced by The United Counties of Stormont, Dundas and Glengarry, Transportation and Planning Services with Data supplied under Licence by Members of the Ontario Geospatial Data Exchange © May 2016.



**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** June 11, 2018

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

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

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2018-22; and

WHEREAS the Township of North Glengarry's Procurement Policy includes provisions for awarding contracts for the acquisition of goods or services under the Purchasing Protocol Sections 1 b) and 3;

THAT the Council for the Township of North Glengarry authorizes the award of the contract for the rehabilitation of the Apple Hill, Glen Robertson, Maxville and Island Park play structures to RC Watson Installation at an upset cost of \$69,040.00 plus HST; and

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

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Jacques Massie

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Brian Caddell

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Jeff Manley

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Michel Depratto

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Carma Williams

\_\_\_\_\_

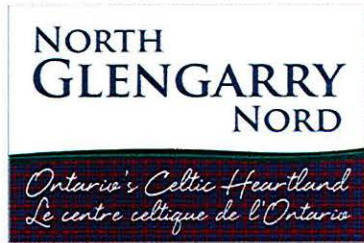
\_\_\_\_\_

**Mayor:** Chris McDonell

\_\_\_\_\_

\_\_\_\_\_

**Section 7 Item b**



7(b)

## STAFF REPORT TO COUNCIL

Report No: CS-2018-22

June 11, 2018

From: Anne Leduc – Director of Community Services

RE: Award of Contract for Playground Rehabilitation

---

### Recommended Motion:

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2018-22; and

WHEREAS the Township of North Glengarry's Procurement Policy includes provisions for awarding contracts for the acquisition of goods or services under the Purchasing Protocol Sections 1 b) and 3;

THAT the Council for the Township of North Glengarry authorizes the award of the contract for the rehabilitation of the Apple Hill, Glen Robertson, Maxville and Island Park play structures to RC Watson Installation at an upset cost of \$69,040.00 plus HST; and

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

### Background / Analysis:

On February 5, 2018, the Township of North Glengarry's Council approved the Capital Budget for the Municipal Recreation Associations Committee (MRAC). Part of the MRAC's budget was dedicated to the replacement of playground structures. In addition Council directed that the Reserve Fund – Cash in lieu of Parkland, account 1-2-1200-1028, containing \$86,000 be used for the rehabilitation of the Township's playgrounds and parks.

In September 2015, comprehensive inspections of the Township's playgrounds were performed according to the CSA Standard CAN/CSA Z614-2014 - Children's Playspaces and Equipment. The Township's play structures were found to be non-conforming for the most part. Issues to be resolved include increasing the levels of protective surfacing, correcting potential trip hazards, and ensuring proper distance separation between structures.

On-site visits at the Apple Hill, Glen Robertson, and Maxville playgrounds were performed with two firms qualified in playground rehabilitation, Little Rascals Playground and RC Watson Installation, and the ensuing quotes were received by Staff.



	<b>Work to be performed</b>	<b>Little Rascals Playground</b>	<b>RC Watson Installation</b>
<b>Maxville</b>	Minor repairs to play structure - <u>Little Rascals installs Cable chain to eliminate entrapment - RC Watson replaces Spider Web</u> - Excavation and engineered cedar weave chips	\$13,000.00	\$16,000.00
<b>Glen Robertson</b>	Repairs and relocations of play structures - Excavation and engineered cedar weave chips	\$30,000.00	\$15,500.00
<b>Apple Hill</b>	Excavation and engineered cedar weave chips	\$25,000.00	\$13,040.00
	<b>TOTAL</b>	<b>\$68,000.00</b>	<b>\$44,540.00</b>

In addition to the play structures in the Apple Hill, Glen Robertson, and Maxville playgrounds, the inspection report identified concerns with three Island Park play structures which are located in one of the most frequented public space in the Township. Issues to be resolve include the same as the ones listed above plus concrete plugs around the supporting posts that have been exposed due to frost.

Staff met on-site at Island Park with RC Watson Installation to investigate options to resolve these issues. It was determined that the structures appeared to be in good condition outweighing the option to purchase new equipment which could cost upwards of \$60,000 plus installation (estimated at approximately \$10,000).

The best option proved to be the dismantling of the equipment, relocation of the play structures next to the spider web and swing set using sonotube-type construction to prevent shifting due to frost, the reinstallation of the plastic timber surrounding the play structures and the addition of 300 yards of cedar weave chips.

	<b>Work to be performed</b>		<b>RC Watson Installation</b>
<b>Island Park</b>	Remove, relocate and rehabilitate large play structure and tire swing. Correct height on large swing set.		\$12,000.00
	Excavation and engineered cedar weave chips		\$12,500.00
	<b>TOTAL</b>		<b>\$24,500.00</b>

The total cost to rehabilitate the play structures in the four playgrounds – Apple Hill, Island Park, Glen Robertson and Maxville – is \$69,040.00 which falls within the allocated Reserve Fund – Cash in lieu of Parkland.

The rehabilitation of these four playgrounds will result in full compliance according to today's standards.

**Alternatives:**

Option 1 – Recommended – That Council authorizes the awarding of the contract for the rehabilitation of the Apple Hill, Glen Robertson, Island Park, and Maxville playgrounds to RC Watson Installation.

Or

Option 2 – Not recommended – That Council not authorize the awarding of this contract.

**Financial Implications:**

Council has approved the use of the Reserve Fund - Cash in Lieu of Parkland to rehabilitate the Township's playgrounds. The cost for the proposed work falls within the \$86,000 allowance in the fund.

**Attachments & Relevant Legislation:**

N/A

**Submitted by:**



---

Anne Leduc – Director of Community Services

**Others consulted:**



---

Kim Champigny – Director of Finance / Treasurer



---

Sarah Huskinson – Chief Administrative Officer / Clerk



**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** June 11, 2018

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

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

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2018-23; and

WHEREAS the Township of North Glengarry's Procurement Policy includes provisions for awarding contracts for the acquisition of goods or services under the Purchasing Protocol Sections 1 b) and 3;

THAT the Council for the Township of North Glengarry authorizes the award of the contract for the rehabilitation of the Island Park tennis courts to Indik Inc. in the upset amount of \$12,615.00 plus HST; and

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

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

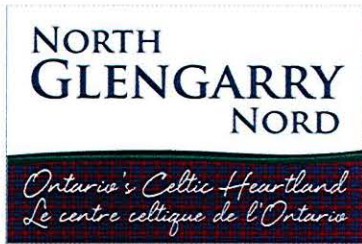
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 7 Item c**

7(cj)



## STAFF REPORT TO COUNCIL

Report No: CS-2018-23

June 11, 2018

From: Anne Leduc – Director of Community Services

RE: Award of Contract for the Island Park Tennis Courts Rehabilitation

### Recommended Motion:

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2018-23; and

WHEREAS the Township of North Glengarry's Procurement Policy includes provisions for awarding contracts for the acquisition of goods or services under the Purchasing Protocol Sections 1 b) and 3;

THAT the Council for the Township of North Glengarry authorizes the award of the contract for the rehabilitation of the Island Park tennis courts to Indik Inc. in the upset amount of \$12,615.00 plus HST; and

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

### Background / Analysis:

On May 14, 2018, Council approved the transfer of use of Capital Funds in an upset amount of \$4700.00 plus HST to supplement the existing amount of \$8,000 approved to rehabilitate the Island Park tennis courts. Pricing was obtained to perform a full rehabilitation of the tennis courts and is presented below.

	Work to be performed	Canada Court	Indik Inc.
<b>Island Park Tennis Courts</b>	<ul style="list-style-type: none"> <li>● Cleaning of the court surface,</li> <li>● Repair, leveling and filling of the cavities,</li> <li>● Application of the resurfacing product and surface patches,</li> <li>● Sanding down of affected areas,</li> <li>● 2 coats of coloured acrylic topcoats (red for the courts and green for the surround) and</li> <li>● Lining of both tennis courts</li> </ul>		
	<b>TOTAL:</b>	<b>\$25,000</b>	<b>\$12,615</b>

**Alternatives:**

Option 1 – Recommended – That Council authorizes the awarding of the contract for the rehabilitation of Island Park Tennis Courts to Indik Inc.

Or

Option 2 – Not recommended – That Council not authorize the awarding of this contract.


**Financial Implications:**

The transfer of use of capital funds for this capital project for a total of \$12,700.00 was approved by Council on May 14, 2018 as presented in the report number CS-2018-19.

**Attachments & Relevant Legislation:**

N/A

**Submitted by:**



---

Anne Leduc – Director of Community Services

**Others consulted:**



---

Kim Champigny – Director of Finance / Treasurer



---

Sarah Huskinson – Chief Administrative Officer / Clerk



**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** June 11, 2018

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

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

THAT Council receives the Staff Report No. CS-2018-24;

THAT Council approves the application for the property located at 1645 County Road 30 in Greenfield, representing a total of \$6,380.18 in the form of the following Community Grants:

- Program B (Building Improvement and Infill Grant) for a 50% matched grant up to a maximum of \$5,000 towards the cost of improvements to one façade;
- Program C (Civic Address Signage Grant) of \$75 representing a matching grant of 75% up to \$75 for a civic address sign at one locale;
- Program D (Public Art Grant) 50% matched grant up to a maximum of \$555.18
- Program E (Building Permit & Planning Fee Grant Program) equal to 100% of eligible Building Permit fees up to a maximum of \$750; and

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

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 7 Item d**

## STAFF REPORT TO COUNCIL

Report No: CS-2018-24

June 11, 2018

From: Tara Kirkpatrick – Economic Development and Communications Officer

RE: Community Improvement Plan Application Request - 1645 County Road 30,  
Greenfield ON

---

### Recommended Motion:

THAT Council receives the Staff Report No. CS-2018-24;

THAT Council approves the application for the property located at 1645 County Road 30 in Greenfield, representing a total of \$6,380.18 in the form of the following Community Grants:

- Program B (Building Improvement and Infill Grant) for a 50% matched grant up to a maximum of \$5,000 towards the cost of improvements to one façade;
- Program C (Civic Address Signage Grant) of \$75 representing a matching grant of 75% up to \$75 for a civic address sign at one locale;
- Program D (Public Art Grant) 50% matched grant up to a maximum of \$555.18
- Program E (Building Permit & Planning Fee Grant Program) equal to 100% of eligible Building Permit fees up to a maximum of \$750; and

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

### Background / Analysis:

The North Glengarry Community Improvement Plan was adopted by By-Law 05-2016 on February 8, 2016, and came into force on March 1, 2016. The budget for the 2018 financial incentives program was adopted on February 5, 2018. The allotment for the interest-free municipal loan is derived from the reserves.

The present Community Improvement Plan application is for the former Kenyon Township Hall building located at 1645 County Road 30, in Greenfield, a public building with a public history. It will serve as an important anchor project to help stimulate the community of Greenfield.

Architecturally, this stone structure is unique and is the only North Glengarry building to be recognized by the Canadian Encyclopedia for its architectural significance.

It is currently being used as the winter office for the Glengarry Pioneer Museum and as a storage archive for local history. The building also serves as an art piece; the windows are being used as canvases to showcase historical photos of Glengarry.

The rehabilitation project will see an investment totaling \$18,455.35 of construction to this property.

The Community Improvement Plan Advisory Committee recommends the approval of Community Improvement Plan Grants in the total amount of \$6,380.18 (See attached Funding request review for the Kenyon Township Building) along with the following requirements:

- That the Glengarry Pioneer Museum logo be incorporated in the contact information panel, to the right side of the front door, rather than in the large window above the door;
- That the history of the supposed Presbyterian Church of Greenfield be verified or alternatively, suggest that historical photo of another building of significance to Greenfield such as the Kenyon Office itself, the Greenfield Railway Station, or Station Master's House be used;
- That all Public Art Components must be submitted to the committee for approval, prior to finalizing the printing process, including the two art pieces not being funded by this committee.
- The language and design for the historical plaque must be reviewed for length and accuracy by the committee, prior to being finalized.

**Alternatives:**

Option 1 Recommended – That Council approves the recommendations from the Community Improvement Plan Advisory Committee for the property located at 1645 County Road 30, in Greenfield.

OR

Option 2 Not recommended – That Council not approve the Community Improvement Plan grant for the property located at 1645 County Road 30, in Greenfield.

**Financial Implications:**

Council has approved the 2018 budget which allocates funds for the Community Improvement Plan Program under GL 1-4-1950-3702.

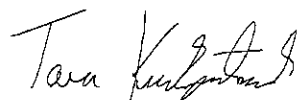
A \$6,380.18 grant would be attributed to the Community Improvement Plan project for the property located at 1645 County Road 30, in Greenfield.

**Attachments:**

Funding request review for the property located at 1645 County Road 30, in Greenfield.



**Submitted by:**



---

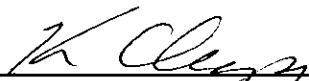
Tara Kirkpatrick – Economic Development and Communications Officer

**Others Consulted:**



---

Anne Leduc – Director of Community Services



---

Kim Champigny – Director of Finance / Treasurer



---

Sarah Huskinson – CAO/Clerk

**Funding Request Review for the CIP Application for the property located at  
1645 County Road 30, in Greenfield.**

**Owners: Glengarry Pioneer Museum  
Projected cost of total improvements: \$18,455.36**

**ELEMENTS RECOMMENDED BY THE COMMITTEE**

Project Overview: Program B

- Repointing of the stone work on the entire west street facing wall.
- Repointing and repair of the west wall chimney.
- Repairs and repainting (white) of the sills and lintels of the two large windows on the west façade.
- Repainting of the wood-framed attic windows on the west façade (white).
- Repainting of the front door and railing using black metal paint.

Project Overview: Program D – Public Art

- Two window decals to be added to the two windows on the south side featuring black & white photos of Glengarry pioneers.
- A cast aluminum plaque to be mounted on the west façade, detailing the historical significance of the building.

**Additional Elements not funded through the Community Improvement Plan:**

- Window decal in the window above the main door, featuring a photo of the Greenfield Church and the Glengarry Pioneer Museum logo.
- The small window beside the door will include a decal of the museum contact information and hours of operation

**CIPAC COMMENTS:**

After reviewing the file, the Community Improvement Plan Advisory Committee (CIPAC) determined that:

- That the Glengarry Pioneer Museum logo be incorporated in the contact information panel, to the right side of the front door, rather than in the large window above the door;
- That the history of the supposed Presbyterian Church of Greenfield be verified or alternatively, suggest that historical photo of another building of significance to Greenfield such as the Kenyon Office itself, the Greenfield Railway Station, or Station Master's House be used;
- That all Public Art Components must be submitted to the committee for approval, prior to finalizing the printing process, including the two art pieces not being funded by this committee.
- The language and design for the historical plaque must be reviewed for length and accuracy by the committee, prior to being finalized.

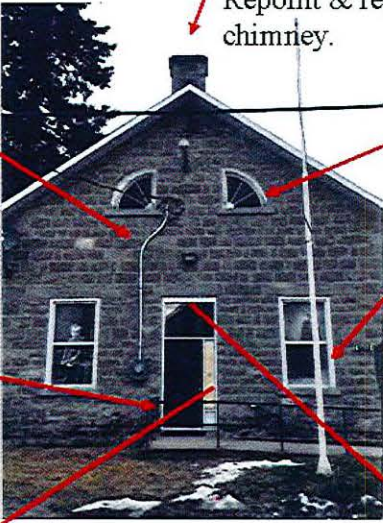
These comments will be added as requirements to obtain funding for the various elements under the Community Improvement Plan.

**TOTAL FUNDING REQUEST RECOMMENDED BY THE COMMITTEE:**

- \$5,000 - Program B (Building Improvement and Infill Grant)
- \$75 - Program C (Civic Signage Grant)
- \$555.18 – Program D (Public Art Grant)
- \$750 - Program E (Building Permit)

**TOTAL Grant Request: \$6,380.18**

**NEW CIP REQUEST: GLENGARRY PIONEER MUSEUM – GREENFIELD BUILDING**



Repainting of the stone work on the entire west façade.



Repaint the door & railing in black paint.

Window decal listing contact info and hours of operation to be inserted on window pane to right of door (no funding requested for this feature).

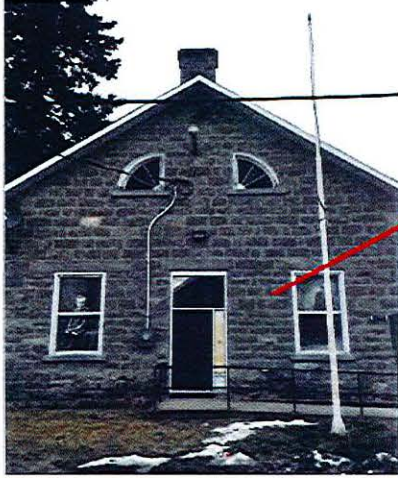
Repaint & repair chimney.

Repairs and repainting of the sills and lentels on the two large windows on the West side and the two attic windows. Paint colour (white).

Historic photo to be added as Public Art Component in window above door, incorporating Glengarry Pioneer Museum logo. Selected image (below) of local church.







Cast, aluminum plaque to be added as part of Public Art Grant.

**Proposed text for the historical plaque:**

Former Kenyon Township Hall, Built in 1862. This public building served as the Township office and council chambers until Kenyon became part of the amalgamated Township of North Glengarry in 1998. The building was then donated for use by the Glengarry Pioneer Museum to help store and preserve delicate artifacts. In 1862, Kenyon Township paid local resident Lachlan McGillis two pounds and ten shillings for drawing plans for the new building. Roderick McMillan erected the hall using locally quarried limestone. The walls are 2.5' thick. There was a 2.5' raised platform that ran along the back of the building with a railing. Pine wainscoting and plank seating went around the remaining walls for use by the public. The original interior was lost in a fire in 1895. Kenyon recreated the raised platform and in the 20<sup>th</sup> century, renovated the interior to include enclosed offices and a large open space at the front of the building.



**Public Art Component:**  
Two of the images below to be selected to be featured in the two remaining vacant windows on façade facing the parking lot (South side).



Examples of the type of art that may be selected for the two south windows



## **Section 8**

**TREASURY DEPARTMENT**

**KIMBERLEY CHAMPIGNY**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** June 11, 2018

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

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

THAT Council adopt by-law 31-2018 being a rating by-law to impose special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act*; and

That By-law 31-2018 be read a first, second, third time and enacted in Open Council this 11<sup>th</sup> day of June, 2018.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

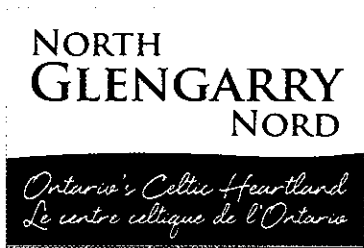
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 8 Item a**





2(a)

## STAFF REPORT TO COUNCIL

Report No: TR-2018-05

June 5<sup>th</sup>, 2018

From: Kim Champigny - Director of Finance/Treasurer

RE: Rating Bylaw under the *Tile Drainage Act*

---

### Recommended Motion:

THAT Council adopt by-law #31-2018 being a rating by-law to impose special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act*.

### Background / Analysis:

The owners of land in the municipality have applied to Council under the *Tile Drainage Act* for loans for the purpose of constructing subsurface works on such land. As such 75% of the cost of the work with applicable interest can be applied for under this Act. The work for has been completed and the Rating By-Law setting the annual rates has been prepared along with the Offer to Sell and Debenture documents.

### Alternatives:

Option 1: That By-Law #31-2018 being a bylaw imposing special annual rates upon land in respect of which money is borrowed under the *Tile Drainage Act* be adopted by council.

Option 2: Do not adopt By-Law #31-2018.

### Financial Implications:

Council has already approved the *Tile Drain Loan Application* and agreed to levy and collect for a term of ten years once per year for this loan on the final tax billing. There are no fiscal responsibilities to the Township.

### Attachments & Relevant Legislation:

The *Tile Drainage Act*, current borrowing Bylaw #42-2014 being a Bylaw to raise money to aid in the construction of drainage works.

**Others Consulted:** Ontario Ministry of Agriculture, Food and Rural Affairs.

---

Reviewed and Approved by  
Sarah Huskinson, CAO/Clerk

# RATING BY-LAW

*Tile Drainage Act, R.S.O. 1990, c. T.8, s.8*

THE CORPORATION OF THE  
Township of North Glengarry

BY-LAW NUMBER 31-2018

A by-law imposing special annual drainage rates upon land in respect of which money is borrowed under the *Tile Drainage Act*.

WHEREAS owners of land in the municipality have applied to the council under the *Tile Drainage Act* for loans for the purpose of constructing subsurface drainage works on such land;

AND WHEREAS the council has, upon their application, lent the owners the total sum of \$13,800.00 to be repaid with interest by means of rates hereinafter imposed;

The council, pursuant to the *Tile Drainage Act*, enacts as follows:

1. That annual rates as set out in the Schedule 'A' attached hereto are hereby imposed upon such land as described for a period of ten years, such rates shall have priority lien status, and shall be levied and collected in the same manner as taxes.

First Reading 2018-Jun-11  
yyyy/mm/dd

Second Reading 2018-Jun-11  
yyyy/mm/dd

Provisionally adopted this 11 day of June, 2018

Deputy Mayor Jamie MacDonald \_\_\_\_\_  
Name of Head of Council Signature

Sarah Huskinson \_\_\_\_\_  
Name of Clerk Signature

Third Reading 2018-Jun-11

Enacted this 11 day of June, 2018

Deputy Mayor Jamie MacDonald \_\_\_\_\_  
Name of Head of Council Signature

Corporate Seal

Sarah Huskinson \_\_\_\_\_  
Name of Clerk Signature

I, Sarah Huskinson, clerk of the Corporation of the Township  
of North Glengarry certify that the above by-law was  
duly passed by the council of the Corporation and is a true copy thereof.

Corporate Seal

Sarah Huskinson \_\_\_\_\_  
Name of Clerk Signature





**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** June 11, 2018

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

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

THAT Council approve the Cell Phone Policy, created June 5<sup>th</sup>, 2018.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 8 Item b**

8(b)

## STAFF REPORT TO COUNCIL

Report No: TR-2018-06

June 7<sup>th</sup>, 2018

From: Kim Champigny - Director of Finance/Treasurer

RE: Cell Phone Policy

---

### Recommended Motion:

THAT Council approve the Cell Phone Policy, created June 5<sup>th</sup>, 2018.

### Background / Analysis:

There are numerous corporately purchased cell phones being used for Township and personal purposes. Currently there is no approved cell phone policy to govern their use, clarify reimbursement of charges, and specify the responsibilities of both the users and the Township.

This policy is to provide clarity and consistency throughout the Township for the use of corporate cell phones.

### Alternatives:

Option 1: Approve the Cell Phone Policy.

Option 2: Do not approve the Cell Phone Policy.

### Financial Implications:

The Township is at risk of not being fiscally responsible by having personal expenses paid for by public funds.

### Attachments & Relevant Legislation:

None

### Others Consulted:

IT Department  
Deputy Treasurer

Reviewed and Approved by:



---

Sarah Huskinson, CAO/Clerk

# NORTH GLENGARRY NORD

*Ontario's Celtic Heartland  
Le centre celte de l'Ontario*

## CELL PHONE POLICY

### **BACKGROUND:**

This policy governs all Township employees and others who use cell phones for conducting Township and personal business. The Township reserves the right to revoke cell phone privileges at any time should it deem necessary to do so.

### **1. PURPOSE:**

1.1 Possession of a Township-owned cell phone is a privilege, not a right. Employment with the Township does not ensure eligibility. Department supervisors must approve the possession of a Township-owned phone and all purchases of phones must go through the CAO.

### **2. RESPONSIBILITIES:**

2.1 Personal use of Township provided cell phones is permitted. Individuals who use Township-provided cell phones for personal use are responsible for reimbursing the Township any additional costs associated with the personal use.

2.2 Whenever a Township provided cell phone is damaged, lost, or stolen, such incidents must be reported immediately to the employee's supervisor and the IT department.

2.3 Municipal cell phone users are responsible for reimbursing the Municipality for the full costs of damaged, lost, or stolen cell phones and related accessories if they were damaged, lost, or stolen due to user negligence or neglect.

2.4 The Township has sole discretion over the distribution, configuration, and security measures of cell phones and related technology. If any non-approved devices, installation, or usage of such technology is discovered, the Township reserves the right to remove and/or deactivate them immediately.

2.5 Additional plan add-on's or changes shall be coordinated through the IT Department (if possible). Where plan changes have been initiated by the employee, the employee shall be responsible for reimbursing the Township for these additional charges. Additional plans added for travel to other countries (i.e. the United States of America) shall be reimbursed to the Township except plans added for the Mayor, members of Council, the CAO, and the Public Works Manager (or designate). Exceptions may occur which will require approval by the Director of Finance/Treasurer prior to changes being made.



2.6 Phone or phone packages can be purchased through the IT Department for personal use for immediate family members of non-union permanent full-time employees who are included on the employee's benefit plans and members of Council. The charges associated with these phones shall be invoiced to the employee for reimbursement to the Township monthly. The minimum commitment for these phones/packages will be a two (2) year period. Should the employee terminate their employment prior to this time or no longer wish these services, they will still be responsible for the reimbursement of any charges up to the end of the two (2) year period. The purchase of these phones/packages may be adjusted at the discretion of the Director of Finance/Treasurer.

### **3. ACCEPTABLE USE:**

3.1 All electronic communications related to the Township's business is subject to the Township of North Glengarry Information Technology IT Policy. Occasional or incidental personal use of cell phones is permitted within reasonable limits, provided it does not conflict with business use of time, impact negatively on other staff, or on technology resources or adversely affect an individual's performance of work duties and responsibilities.

3.2 Staff are responsible for exercising good judgment regarding the reasonableness of personal use.

3.3 Employees are strictly forbidden to make or receive business or personal calls on a cell phone while operating a motor vehicle, whether that vehicle is personally owned or Township owned unless the vehicle is equipped with hands-free, Bluetooth technology.

### **4. PUBLIC RECORDS:**

4.1 As cell phone text messaging presents a potential records retention requirement, the use of cell phones to send text messages to conduct Township business is prohibited.

4.2 Records related to calls, text messages, and emails made on the Township-owned cell phone are municipal information. As such, information related to telephone numbers, length of call, time and date of call or text message, as well as any downloadable data recorded on the cell phone, such as digital images, text messages or other entries, are subject to, and may be obtained under the provisions of the Municipal Freedom of Information and Protection or Privacy Act (MFIPPA) legislation.

4.3 All electronic data, business and personal are the property of the Township

### **5. TERMINATION OF EMPLOYMENT:**

Upon termination of employment, each cell phone user must:

5.1 Reconcile all charges on his or her account owing for personal use.

5.2 Remove any personal content from the cell phone, as the cell phone will be erased prior to re-deploying the cell phone to another user.

5.3 Surrender his or her phone to his or her supervisor or IT Department along with any passwords for access to the cell phone or applications on the phone.

5.4 If the user does not return his or her cell phone, they will be required to reimburse the Township for the cell phone.

**Section 9**

**PLANNING/BUILDING  
BY-LAW  
DEPARTMENT**

**Jacob Rhéaume**



**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** June 11, 2018

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

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

That the Council of the Township of North Glengarry adopt Zoning By-law Z-03-2018 and that by-law be read a first, second and third time in Open Council this 11<sup>th</sup> day of June 2018.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 9 Item a**

## STAFF REPORT TO COUNCIL

Report No: BP-2018-09

June 11, 2018

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

**RE:** ZONING AMENDMENT Z-03-2018  
LOCATION – 22275 BINETTE ROAD DALKEITH  
OWNER – MARCEL & LUCILLE MELOCHE

---

**Recommended Motion:** That the Council of the Township of North Glengarry adopt Zoning By-Law # Z-03-2018.

**Background / Analysis:** An application for a zoning amendment request was brought to the Planning Committee meeting on Monday, May 28<sup>th</sup> 2018. 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 May 28<sup>th</sup>, 2018, the application is being presented to Council this evening for adoption. This is a condition imposed on a recent severance application concerning a surplus dwelling to the needs of the farm.

**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-03-2018
- Planning Committee resolution
- Original zoning amendment application
- Planning Committee Meeting report of May 28<sup>th</sup>/2018

**Others consulted:** N/A



---

Reviewed by  
Sarah Huskinson – CAO/Clerk

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

**BY-LAW NO. Z-03-2018**

**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 11.2 to the contrary, on the lands described as being Concession 6 South Part of Lot 2 (22275 Binette Road) Dalkeith, Township of North Glengarry zoned General Agricultural Special Exception 167 (AG-167) and General Agricultural Special Exception 168 (AG-168) on Schedule "A" attached hereto, the following provisions shall apply:
  - i) AG-167 Special Exception: No agricultural uses shall be permitted on the severed portion and to permit an existing accessory building to have a maximum height greater than 5 meters.
  - ii) AG-168 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 AG the zone Symbol of the lands indicated "Zone changed to AG-167 and AG-168" 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 11<sup>th</sup> day of June, 2018.

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

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

I, hereby certify that the forgoing is a true copy of By-Law No. Z-03-2018, duly adopted by the Council of the Township of North Glengarry, on the 11<sup>th</sup> day of June, 2018.

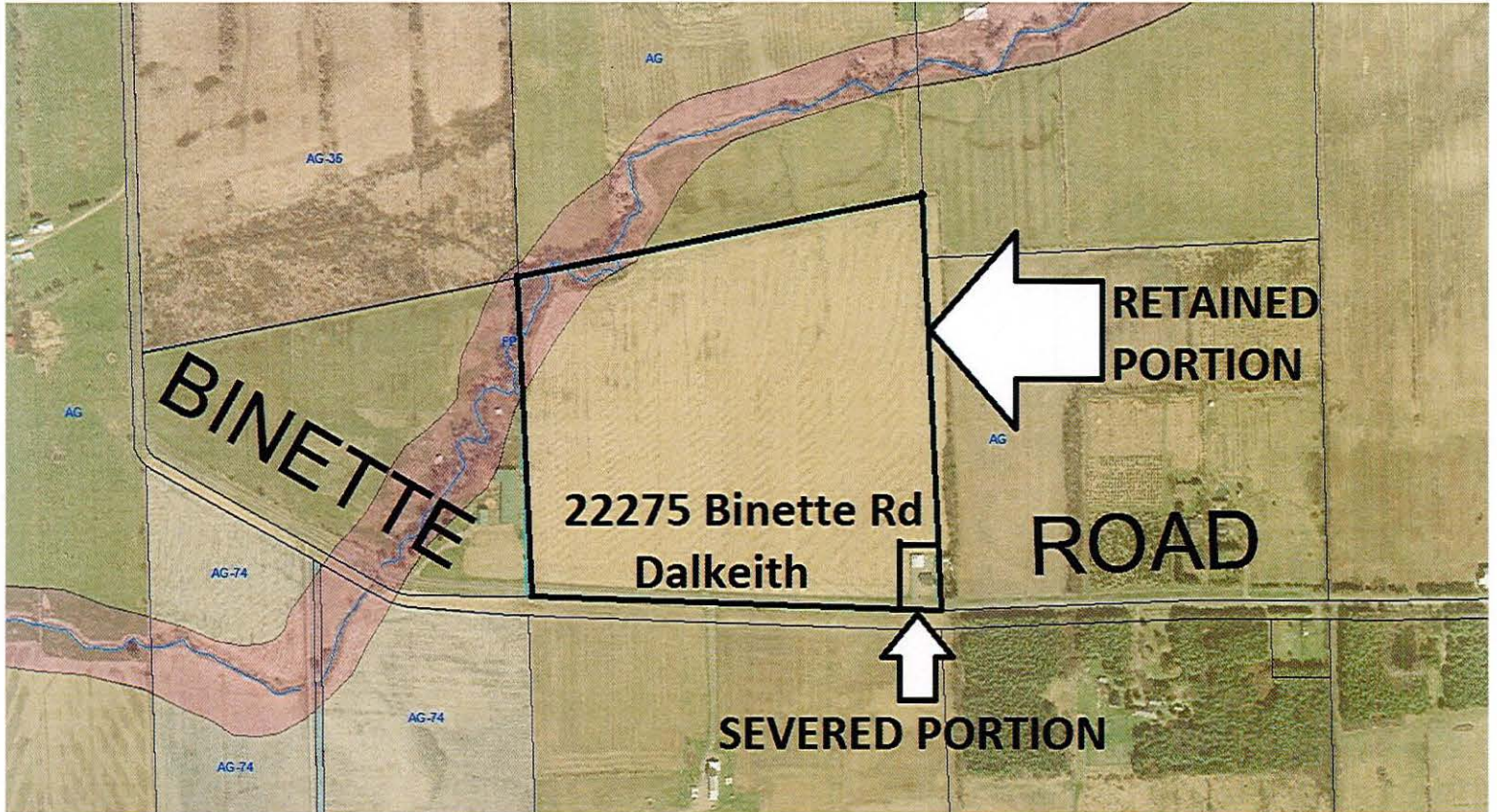
\_\_\_\_\_  
Date Certified

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



**SCHEDULE "A"  
TO BY-LAW NUMBER Z-03-2018**

**Legend  
Subject Property  
Zone Change to AG-167 and AG-168**



**Concession 6 South Part of Lot 2  
Township of North Glengarry  
United Counties of Stormont, Dundas & Glengarry**


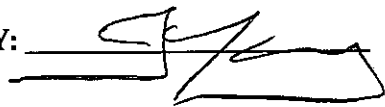
**This is Schedule "A" to By-Law Z-03-2018  
Passed this 11<sup>th</sup> day of June, 2018**

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

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


**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

DATE: May 28<sup>th</sup>, 2018

RESOLUTION # \_\_\_\_\_  
MOVED BY:   
SECONDED BY: 

That the Planning Committee recommend approval of zoning amendment Z-03-2018 and that the application be forwarded to the Council of The Township of North Glengarry for further consideration and approval.

Carried                      Defeated                      Deferred

  
MAYOR / DEPUTY MAYOR

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

**Application for Official Plan and/or Zoning By-law Amendment**

**A. THE AMENDMENT**

**1. TYPE OF AMENDMENT?**

\_\_\_\_\_ Official Plan ( ) Zoning By-Law No. 39-2000 (X) Both ( )

**2. WHAT IS THE PURPOSE OF AND REASONS FOR THE PROPOSED AMENDMENT(S)?**

- a) To rezone Part 1 14R 6348 to prohibit agricultural uses etc... as per Schedule "A" attached  
b) To rezone the Portion of the South half of Lot 2 Con'd North and West of Part 2 14R 6348 to prohibit residential development.

**B. GENERAL INFORMATION**

**3. APPLICANT INFORMATION**

a) Registered Owner's Name(s): Francois Meloche  
Address: 22260 - A Binette Road Dalkeith On. K0B 1E0  
Phone: Home 613-591-6385 Work \_\_\_\_\_ Fax \_\_\_\_\_

b) Applicant (Agent Name(s)): Marcel Meloche & Lucille Meloche  
Address: 22275 Binette Road Dalkeith ON K0B 1E0  
Phone: Home 613-874-2128 <sup>Jm Lefebvre</sup> Work 613-525-1358 <sup>Jm Lefebvre</sup> Fax 613-525-3411

c) Name, Address, Phone of all persons having any mortgage charge or encumbrance on the property: Caisse Populaire de la Vallée inc. 255 Main St. S. Alexandria K0C 1A0  
Andre & Alvine Meloche 22260 Binette Road Dalkeith ON K0C 1E0

d) Send correspondence to? Owner ( ) Agent ( ) Other (X) Lefebvre Professional Corporation  
32 Main St. N. Alexandria ON K0C 1A0  
P.O. Box 519

**4. WHAT AREA DOES THE AMENDMENT COVER?**

- a) ( ) the "entire" property or  
b) (X) just a "portion" of the property only the portions North of Binette Road

**5. PROVIDE A DESCRIPTION OF THE "ENTIRE" PROPERTY:**

Municipal Address: 22260 Binette Road Dalkeith ON K0B 1E0  
Concession: 6 Lot: 2 Registered Plan No.: South Half  
See Schedule "C" Map  
Area: \_\_\_\_\_ hectares Depth: \_\_\_\_\_ meters Frontage (Width): \_\_\_\_\_ meters  
\_\_\_\_\_ acres \_\_\_\_\_ feet \_\_\_\_\_ feet

**6. PROVIDE A DESCRIPTION OF THE AREA TO BE AMENDED IF ONLY A "PORTION" OF THE PROPERTY:**

See Schedule "C" Map  
Area: \_\_\_\_\_ hectares Depth: \_\_\_\_\_ meters Frontage (Width): \_\_\_\_\_ meters  
\_\_\_\_\_ acres \_\_\_\_\_ feet \_\_\_\_\_ feet

**7. WHAT IS THE CURRENT PLANNING STATUS?**

Official Plan Designation: AG + FP  
Zoning: AG + FP

**8. LIST LAND USES THAT ARE PERMITTED BY CURRENT OFFICIAL PLAN DESIGNATION:**

Agricultural AS per zoning Bylaw 39-2000



**C. EXISTING AND PROPOSED LAND USES AND BUILDINGS**

9. WHAT IS THE "EXISTING" USE OF THE LAND? Vacant Land North of Binette Road  
South of Binette RS FARM with Homestead for Francis Meloche Residence for Marcel & Lucille Meloche existing
10. WHAT IS THE "PROPOSED" USE OF THE LAND?  
No change south of Road; Farming North of Road; Residence for Marcel & Lucille Meloche continuing
11. PROVIDE THE FOLLOWING DETAILS FOR ALL BUILDINGS: (Use a separate page if necessary)  
The only buildings north of Road are those of Marcel & Lucille Meloche
- |   | Existing                                | Proposed                |
|---|---|-------------------------|
| a) Type of Building(s)                  | <u>1 house 2 Garages 2 Sheds</u>        | <u>No changes</u>       |
| b) Main Building Height                 | <u>(m) 16 (ft)</u>                      | <u>(m) (ft)</u>         |
| c) % Lot Coverage                       | <u>AS PER</u>                           | <u>schedule "B"</u>     |
| d) # of Parking Space                   | <u></u>                                 | <u></u>                 |
| e) # of Loading Space                   | <u></u>                                 | <u></u>                 |
| f) Number of Floors                     | <u>basement, main floor, 2nd storey</u> | <u></u>                 |
| g) Total Floor Area                     | <u>(sq.m.) (sq.ft.)</u>                 | <u>(sq.m.) (sq.ft.)</u> |
| h) Ground Floor Area (exclude basement) | <u>(sq.m.) (sq.ft.)</u>                 | <u>(sq.m.) (sq.ft.)</u> |

**D. EXISTING AND PROPOSED SERVICES**

12. INDICATE THE APPLICABLE WATER SUPPLY AND SEWAGE DISPOSAL: No changes proposed
- |                               | Municipal Water | Communal Water | Private Well | Municipal Sewers | Communal Sewers | Private Septic |
|-------------------------------|-----------------|----------------|--------------|------------------|-----------------|----------------|
| a) Existing                   | ( )             | ( )            | (X)          | ( )              | ( )             | (X)            |
| b) <u>No changes</u> Proposed | ( )             | ( )            | ( )          | ( )              | ( )             | ( )            |
13. ARE STORMWATER SEWERS PRESENT? ( ) Yes (X) No
14. WHAT IS THE NAME OF THE ROAD PROVIDING ACCESS? Binette Road

**E. OFFICIAL PLAN AMENDMENT** (Proceed to Question No. 18 (Drawing) if an Official Plan Amendment is not proposed) Not Applicable

15. DOES THE PROPOSED OFFICIAL PLAN AMENDMENT DO THE FOLLOWING?
- |  |         |        |             |
|--|---------|--------|-------------|
| Change a policy in the Official                  | Yes ( ) | No ( ) | Unknown ( ) |
| Replace a policy in the Official Plan            | Yes ( ) | No ( ) | Unknown ( ) |
| Delete a policy in the Official Plan             | Yes ( ) | No ( ) | Unknown ( ) |
| Add a policy in the Official Plan                | Yes ( ) | No ( ) | Unknown ( ) |
| Add or Change a designation in the Official Plan | Yes ( ) | No ( ) | Unknown ( ) |
16. IF APPLICABLE AND KNOWN AT TIME OF APPLICATION, PROVIDE THE FOLLOWING:
- a) Section Number(s) of Policy to be changed
- b) Text of the proposed new policy attached on a separate page? Yes ( ) No ( )
- c) New designation name:
- d) Map of proposed new Schedule attached on a separate page? Yes ( ) No ( )
17. LIST LAND USES THAT WOULD BE PERMITTED BY THE PROPOSED AMENDMENT:  
No change

19. HAS THE APPLICANT OR OWNER MADE APPLICATION FOR ANY OF THE FOLLOWING, EITHER ON OR WITHIN 120 METRES OF THE SUBJECT LAND?

Official Plan Amendment	Yes ( )	No (X)
Zoning By-law Amendment	Yes ( )	No (X)
Minor Variance	Yes ( )	No (X)
Plan of Subdivision	Yes ( )	No (X)
Consent (Severance)	Yes (X)	No ( )
Site Plan Control	Yes ( )	No (X)

20. IF THE ANSWER TO QUESTION 19 IS YES, PLEASE PROVIDE THE FOLLOWING INFORMATION:

File No. of Application: B-83-17  
 Approval Authority: United Counties of SD&E  
 Lands Subject to Application: North Glengarry (Sdg) South half lot 2 con 6 Lechiel  
 Purpose of Application: Validation of previous Severance & To correct title  
 Status of Application: Approved at counties level subject to fulfilling conditions 2 & 3  
 Effect on the Current Application for Amendment: Conditions imposed by Township

**H OTHER SUPPORTING INFORMATION**

21. PLEASE LIST THE TITLES OF ANY SUPPORTING DOCUMENTS: (e.g. Environmental Impacts Study, Hydrogeological Report, Traffic Study, Market Area Study, Aggregate License Report, Stormwater Management Report, etc.)

Not Applicable

**I. AUTHORIZATION FOR AGENT / SOLICITOR TO ACT FOR OWNER:**

(If affidavit (J) is signed by an Agent/Solicitor on Owner's behalf, the Owner's written authorization below must be completed.)

I (we) Francis Meloche of the Township of North Glengarry  
 County / Region of Glengarry do hereby authorize Marcel Meloche or Lucille Meloche or Jean-Marc LeFebvre to act  
 as my agent in the application.  
 Signature of Owner(s) [Signature] Date March 29 2018

**J. AFFIDAVIT: (This affidavit must be signed in the presence of a Commissioner)**

I (we) Francis Meloche of the Township of North Glengarry County/Region  
 of Glengarry solemnly declare that all the statements contained in this  
 application are true, and I, (we), make this solemn declaration conscientiously believing it to be true, and  
 knowing that it is of the same force and effect as if made under oath and by virtue of the CANADA  
 EVIDENCE ACT.

DECLARED before me at the Township of North Glengarry in the  
 County/Region of Glengarry this 29th day of March 2007 2018  
 Signature of Owner or Authorized Solicitor or Authorized Agent [Signature] Date March 29 2018  
 Signature of Commissioner [Signature] Date March 29 2018

APPLICATION AND FEE OF \$ 1,500<sup>00</sup> RECEIVED BY THE MUNICIPALITY

Signature of Municipal Employee \_\_\_\_\_ Date \_\_\_\_\_

**F. APPLICATION DRAWING**

18. ACCURATE TO SCALE, DRAWING OF PROPOSAL: (In the space below or on a separate page(s), please provide drawing of the proposal, preferably prepared by a qualified professional. In some cases, it may be more appropriate to prepare additional drawings at varying scales to better illustrate the proposal).

APPLICANT'S NAME Francois Meloche TYPE OF AMENDMENT: Zoning Bylaw DATE: 29/03/18

See sketch of all of the properties  
of Francois Meloche both sides of Road  
Schedule "C"  
and see illustration of Buildings on  
lot to be severed north of Road  
Schedule "B"  
Retained lot is also only north of Road

The drawing(s) should show:

- |   |   |                           |
|---|---|---------------------------|
| - Property boundaries and dimensions  | - Dimensions of area of amendment         | - Distance to lot lines   |
| - Easements or restrictive covenants  | - Buildings and dimensions                | - Neighbouring properties |
| - Neighbouring adjacent land uses   | - Parking and loading areas               | - Driveways and lanes     |
| - Public roads, allowances, rights of way   | - Municipal Drains / Award Drains         | - Natural watercourses    |
| - Wetlands, floodplain, wet areas   | - Woodlots, forested areas, ANSI's, ESA's | - North arrow             |
| - Other features (bridges, wells, railways, septic systems, springs, slopes, gravel pits) |   |                           |

**G. OTHER RELATED PLANNING APPLICATIONS**



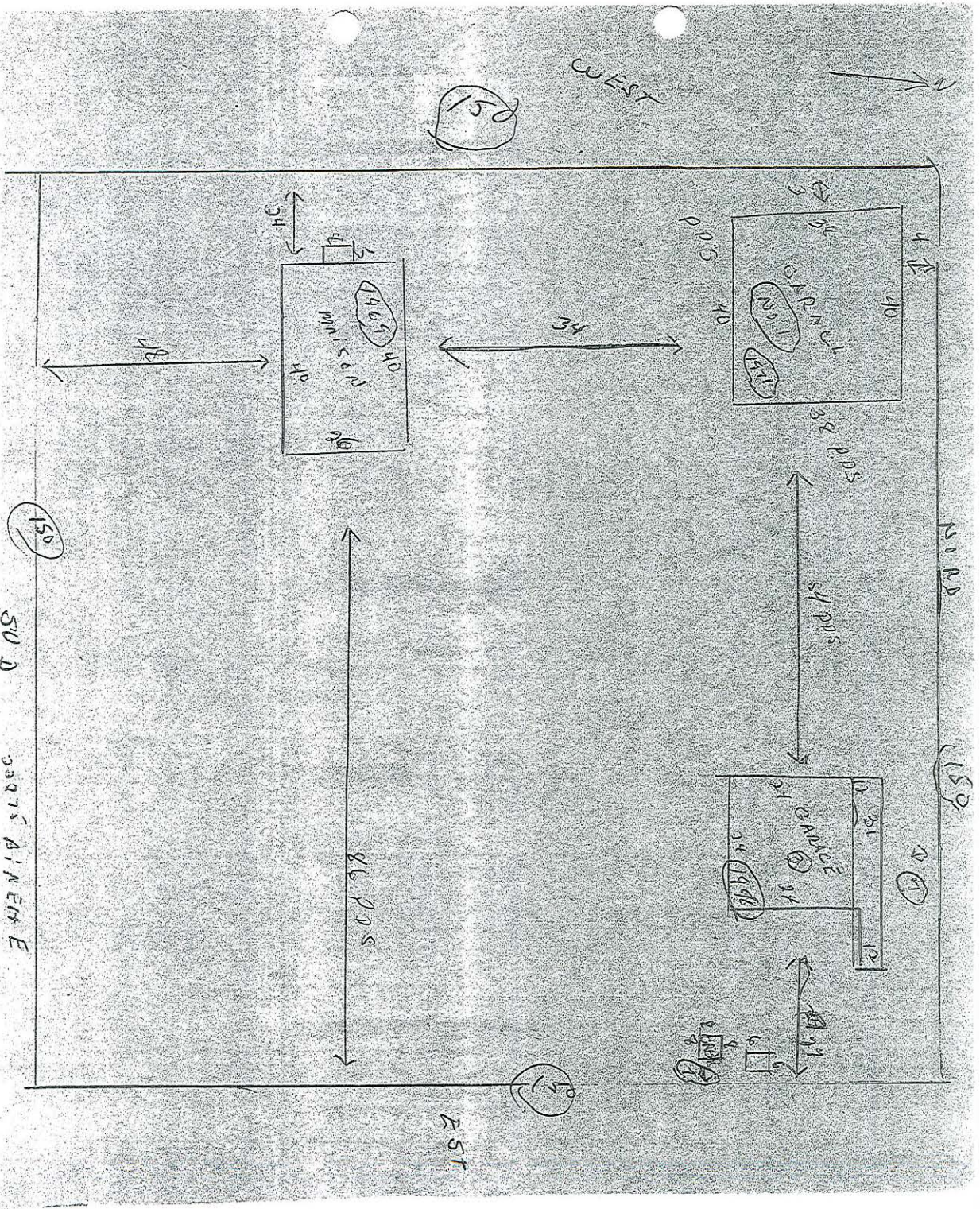
## SCHEDULE "A"

### WHAT IS THE PURPOSE OR REASONS FOR THE PROPOSED AMENDMENTS?

- A) To rezone the lands north of Part 2 Plan 14 R 6348 ( the retained lot north of Binette Road less the portion owned by Marcel and Lucille Meloche) to prohibit residential development.
- B) To rezone Part 1 Plan 14 R 6348 (the severed portion owned all along by Marcel and Lucille Meloche) to prohibit agricultural uses, recognize the existing barn as an accessory building and not as a livestock facility (by way of building permit), acknowledge height of barn if needed, and any other general provisions applicable to the lot.

*As per conditions 2 + 3 of United Counties S.D. 46 Application B-83-17 Decis.*

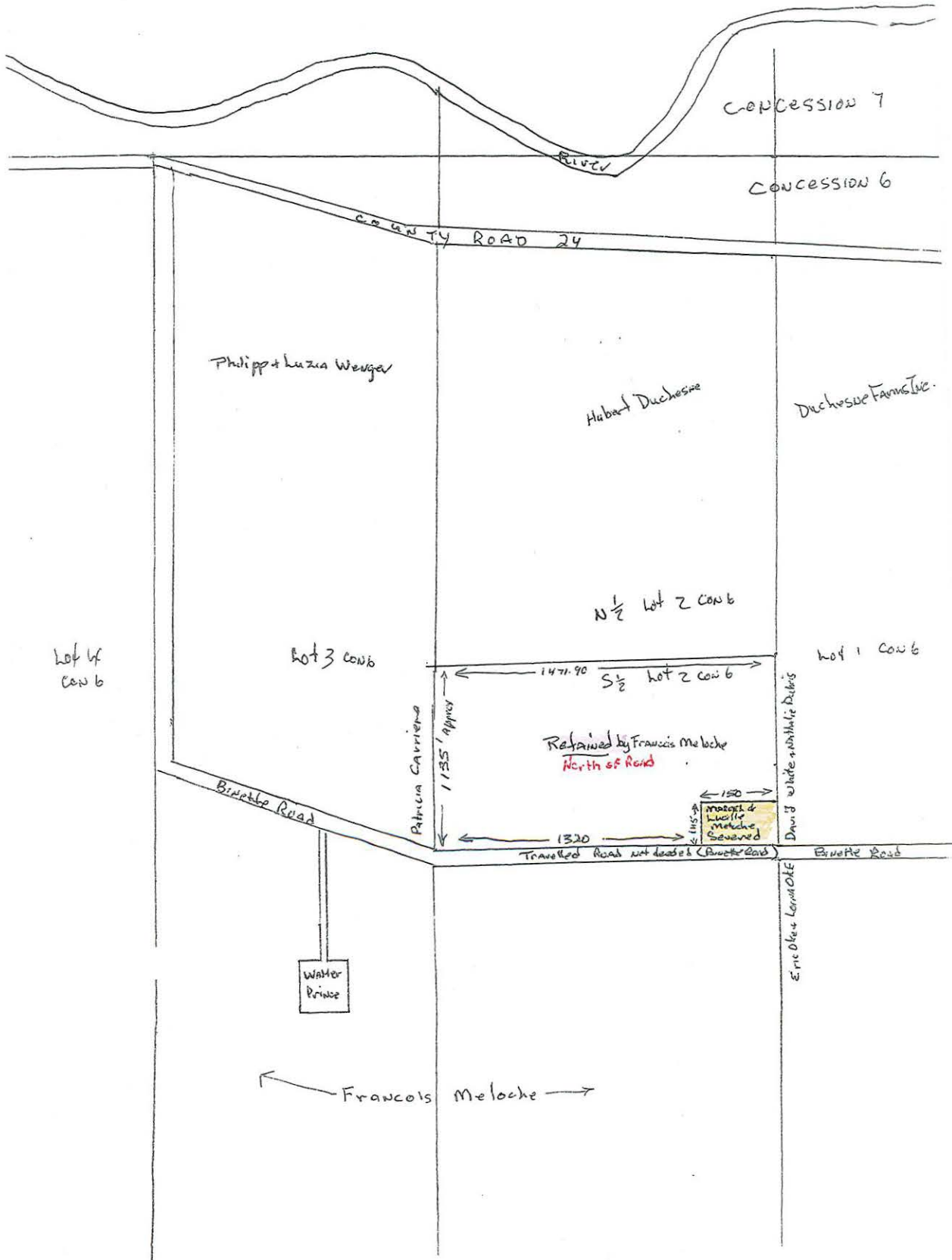




Schedule "B"  
 ILLUSTRATION OF  
 Buildings on  
 lot to be severed  
 as a validation of  
 A pre-existing  
 Severance



# Schedule "C"





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

**Date:** May 28<sup>th</sup>, 2018

**To:** Planning Committee Members

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

\_\_\_\_\_  
Sarah Huskinson - CAO/Clerk

---

***Re: Zoning Amendment Z-03-2018***

**Owner:** Marcel & Lucille Meloche

**Property Location:** CON 6 SOUTH PART LOT 2 (22275 Binette Road, Dalkeith)

**Official Plan designation:**

**Zoning designation:** General Agricultural (AG) & Flood Plain (FP)

**Purpose of application:** To re-zone both the severed and retained lots subject to Consent Application B-83/17. Whereas the severed lot is to be re-zoned from Agricultural (AG) to Agricultural Special Exception 167 (AG-167) to prohibit agricultural uses, recognize the existing barn as an accessory building and not as a livestock facility (by way of a building permit) acknowledge height of barn if needed, AND, the retained lot is to be re-zoned from Agricultural (AG) to Agricultural Special Exception 168 (AG-168) to prohibit residential development.

**Discussion:** The property in question is a 37.105 acre farm with a single family dwelling. The dwelling and 0.505 of an acre of land are subject to a conditional approval for severance application B-83/17 heard on October 10 2017. The retained portion of 36.6 acres is to be rezoned to prohibit residential development and the 0.505 acre severed portion rezoned to prohibit agricultural activities due to its reduced size. These restrictions are required in order to respect the provincial policy statements as they pertain to severances on agricultural designated lands.

**Recommendation:** It is the recommendation of the planning department that the application Z-03-2018 be forwarded to the Council of the Township of North Glengarry for further consideration and approval.

# **Section 10**

## **FIRE DEPARTMENT**

**Patrick Gauthier**



**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** June 11, 2018

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

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

That the Council approve the proposed changes to the revised version of the Open Air Burning by-law and that by-law be read a first, second and third time in Open Council this 11<sup>th</sup> day of June 2018.

**Carried**  
\_\_\_\_\_

**Defeated**  
\_\_\_\_\_

**Deferred**  
\_\_\_\_\_

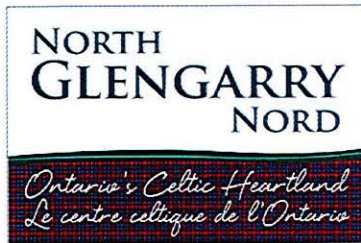
---

**MAYOR / DEPUTY MAYOR**

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

<b>YEA</b>	<b>NEA</b>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Section 10 Item a**



10(a)

FS-2018-01

## STAFF REPORT TO COUNCIL

June 11, 2018

From: Fire Chief Pat Gauthier

RE: Open Air Burning By-Law 24-2017 (revision)

---

### Recommended Motion:

That Council approve the proposed changes to the revised version of the open air burning by-law.

And that by-law 25-2018 be read a first, second and third time in Open Council of June 11, 2018.

### Background / Analysis:

Following public concerns with regards to content and clarity of By-Law 24-2017 adopted by council on July 17<sup>th</sup> 2017, some changes are being proposed regarding language, layout, and fees associated with the different burn permits. Should council approve the by-law as revised, we propose the fee changes to be effective Jan 1<sup>st</sup> 2019.

### Alternatives:

- Option 1: That By-Law 25-2018 be approved.
- Option 2: That By-Law 24-2017 as approved by council July 17<sup>th</sup> 2017 remain as is.

### Financial Implications:

The elimination of the Brush Fire Fee (\$25.00-\$0) will have a slight impact on fire department revenues from 2019 on. The 2019 budget will be adjusted to remove this revenue.

### Others consulted:

Councillor Jeff Manley  
Fire Services Committee

### Attachments:

By-Law 24-2017 (revised copy) and new by-law 25-2018

**Others Consulted:**

---

Patrick Gauthier, Fire Chief



---

Sarah Huskinson – CAO/ Clerk,



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

**BY-LAW No. 25-2018**

**BEING** a by-law regulating the setting of fires and to institute precautions to be taken with open air fires, including establishing the times during which open air fires may be set.

**WHEREAS** Section 129 of the *Municipal Act, 2001, S.O.2001 c25*, as amended provides that the Council of a local municipality may pass by-laws prohibiting and regulating public nuisances;

**AND WHEREAS** Section 7.1(1) of the *Fire Protection and Prevention Act, 1997, S.O. 1997, c4*, as amended, provides that a council of a municipality may pass by-laws regulating fire prevention, including the prevention of the spreading of fires, and regulating the setting of open air fires, including establishing the times during which open air fires may be set;

**AND WHEREAS** Section 11 of the *Municipal Act, 2001, S.O. 2001, c.25*, allows the municipality to regulate matters related to the health, safety and well-being of the inhabitants of the municipality;

**AND WHEREAS** the regulation of open air burning is important for the health, safety and wellbeing of persons and property;

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

**SHORT TITLE**

This By-law shall be known as the "*Open Air Burning By-law*"

**Part 1  
DEFINITIONS**

**1.1 Definitions**

In this By-Law:

"Adverse Effect" means impairment of the safety of any person and/or damage to property and includes:

- I. impairment of the quality of the natural environment
- II. injury or damage to property, plant or animal life
- III. harm or material discomfort to any person
- IV. an adverse effect on the health of any person
- V. impairment of the safety of any person; or
- VI. loss of enjoyment of normal use of property;

"Authorized Representative" means a person 18 years of age or older who is authorized to burn by the registered legal owner of the property and who name appears on the burn permit.

"Brush" means natural woody debris collected from a property and includes branches, chopped-off tree limbs, trunks and leaves;

"Corporation" means the Corporation of the Township of North Glengarry;

"Farm or Agricultural Operations" means an agricultural operation as defined under the Farming and Food Production Protection Act, 1998 Chapter 1, Section and operates with a Farm Business Number;

"Fire Chief" means the person appointed by Council of the Corporation of the Township of North Glengarry as defined in the Fire Protection and Prevention Act, 1997 and his or her designate;

"Firefighter" means the Fire Chief and any other person employed in, or appointed to the North Glengarry's Fire Service Division of the Corporation of the Township of North Glengarry, and assigned to undertake fire protection services;

"Grass Cuttings" means the lawn waste resulting from mowing;

"Municipal Law Enforcement Officer means the Municipal Law Enforcement Officer appointed by the Council of the Corporation of the Township of North Glengarry.

"Normal Farm Practices" means a practice that:

- I. is conducted in a manner consistent with proper and acceptable customs and standards as established and followed by a similar agricultural operations under similar circumstances; or
- II. makes use of innovative technology in a manner consistent with proper advanced farm management practices;

"Noxious Materials" includes tires, plastics, rubber products, drywall, demolition waste, household garbage, construction waste, paint, animal organic waste, vegetable waste, food waste, biomedical waste, tar, asphalt products, battery boxes, pressure-treated wood, creosote-treated wood, painted wood and other similar materials;

"Nuisance" means excessive smoke, odour, airborne sparks or embers that is likely to cause an Adverse Effect, disturb others, or that is likely to reduce visibility on roads in the vicinity of the Open Air Burning;

"Officer" means a Municipal Law Enforcement Officer or a Firefighter, including the Fire Chief and any member of the North Glengarry Fire Service Division;

"Open Air" means any area outside of a building or enclosed structure;

"Open Air Fire and Open Air Burning" means a fire set in the Open Air;

"Outdoor Fireplace" means a manufactured non-combustible enclosed container designed to hold a small fire for decorative purposes and the size of which is not larger than 1 meter in any direction, and may include, but is not limited to, chimneys, metal tubs, fire pits, and outdoor brick fireplaces;

"Owner means the registered owner or any person, firm or corporation having control over, or possession, of any portion of the building or property under consideration and includes the persons in the building or property;

"Permit" means a permit issued by the Fire Chief to set a fire in the Open Air for a specified time period;

"Person" includes an individual, association, firm, partnership, corporation, trust, organization, trustee, or agent, and their heirs, executors, or legal representatives;

"Receptacle" means anything used to contain or hold something else which is made of noncombustible materials and is not greater than 1 meter square;

"Recreational Fire" means a small, controlled and contained fire for the purpose of cooking, warmth or personal enjoyment;

"Settlement areas" means urban areas and rural settlement areas within municipalities (such as cities, towns, villages and hamlets) that are:

- a) built up areas where development is concentrated and which have a mix of land uses;
- b) lands which have been designated in an official plan for development over the long-term planning; and
- c) land designated as settlement area in the municipal official plan

"Smog Alert" means an alert issued by the Ministry of Environment and Climate Change with respect to air quality;

"Supervisor" means:

(a) a Person eighteen (18) years of age or more who is a registered legal owner of the property upon which the Open Air Fire is to be burned;

(b) a Person eighteen (18) years of age or more who is the occupier of the property upon which the Open Air Fire is to be burned and who has been provided with permission by a registered legal owner of the property to burn an Open Air Fire;  
or



(c) a Person eighteen (18) years of age or more who is an authorized representative of the registered legal owner of the property upon which the Open Air Fire is to be burned.

"Township" means the geographic area of the Corporation of the Township of North Glengarry.

## **Part 2 GENERAL REQUIREMENTS FOR OPEN AIR BURNING PERMITS**

- 2.1 No person shall start, set, maintain or permit to be started, set, or maintained an open air fire within the Township, except as permitted under this By-Law. Only Open air fires permitted under this By-Law shall be started, set or maintained.
- 2.2 A burning permit must be obtained as provided in this by-law before starting or setting a fire.
- 2.3 The North Glengarry Fire Service Division and North Glengarry Township Employees shall be exempt from the provisions of this by-law with respect to Open Air Fires and Open Air Burnings for the purposes of educating, training or any other purpose approved by the Fire Chief.
- 2.4 It is not permitted to set an Open Air Fire when the wind velocity is greater than 15 kilometers an hour.
- 2.5 All Open Air Fires must be monitored at all times by a Supervisor
- 2.6 It is not permitted to burn during dry periods as designated by the Fire Chief or the Ministry of Natural Resources.
- 2.7 It is not permitted to burn noxious materials and/or household garbage.
- 2.8 It is not permitted to burn buildings or machinery.
- 2.9 Barbeques used according to the manufactures instructions for the purpose of cooking food shall be exempt from this By-Law.
- 2.10 It is not permitted to burn on any road allowance, unopened road allowance or in a location that would interfere with traffic.
- 2.11 All Open Air Fires must be completely extinguished before vacating the location of the Open Air Fire.
- 2.12 Fires that have an adverse affect or are a nuisance as determined by the Fire Chief or designate shall be extinguished immediately.
- 2.13 Commercial, industrial or wrecking yard zoned properties are not permitted to have an open air fire
- 2.14 The only person entitled to apply for an open air fire permit as set out in schedule "A" as amended from time to time is a Supervisor.
- 2.15 The Supervisor is responsible to ensure that the conditions outlined in this bylaw are adhered to at all times.
- 2.16 All permits expire Dec 31<sup>st</sup> at midnight on the year it was issued.
- 2.17 An application for a Permit shall be completed on the forms provided in Schedule "A".
- 2.18 Any permit in effect during a dry period as designated by the Fire Chief or the Ministry of Natural Resources will be voided for the remainder of the dry period. No reimbursement and no extension of the permit will be permitted.
- 2.19 Supervisor shall produce the permit upon request by the Fire Chief or designate.
- 2.20 The Fire Chief or designate may refuse, revoke or suspend a permit at any time at his or her sole discretion.



- 2.21 The Supervisor or the Authorized Representative must:
- a. have a copy of the permit with them at all times while burning
  - b. must identify himself/ herself upon request by the fire chief or designate.
  - c. Not give false or incorrect information to the fire chief or designate
- 2.22 Types of Burning permits available are, as set out in Schedule A:
- a. Recreational Fire Permit
  - b. Brush Fire Permit
  - c. Farm or Agricultural Operation Fire Permit

### **Part 3**

#### **RECREATIONAL FIRES**

- 3.1 Recreational Fires shall:
- a. be for the purpose of cooking, warmth or personal enjoyment;
  - b. have a flame of no more than 1 cubic meter;
  - c. be located at least 5 meters from any structure, building, property line, tree, hedge, fence, roadway, deck, overhead wire or any other combustible material;
  - d. be located on a non combustible surface if an appliance is used
  - e. have, as a fuel, clean wood or charcoal.
- 3.2 Spark guards with openings no larger than 12 mm in diameter are recommended for all recreational fires

### **Part 4**

#### **BRUSH FIRES**

- 4.1 Brush Fires shall:
- a. be at least 50 meters from the nearest dwelling.
  - b. be at least 5 meters from the property line
  - c. be at least 15 meters from forest, woodland, or buildings
  - d. consist of brush and yard waste (except grass)
  - e. not exceed 2 cubic meters
  - f. be burned one pile at a time.

### **Part 5**

#### **FARM AND AGRICULTURAL FIRES**

- 5.1 Farm and Agricultural Operation Fire shall:
- a. be at least 75 meters from any building, structure, standing timber or flammable or combustible material.
  - b. be at least 200 meters from any residence not owned by the Supervisor.
  - c. Consist of burn piles of no more than 6 cubic meters.
  - d. Consist of burn piles at least 15 meters apart.
  - e. Not consist of a windrow
  - f. Consist of burn piles of dry timber, stumps, grass and dry brush, agricultural waste from farming operations on that property and any other organic material resulting from the clearing of land.
- 5.2 Material to be burned shall have been adequately dried prior to burning to ensure low moisture content and avoid excessive smoke.

- 5.3 Supervisor shall ensure sufficient personnel and equipment are provided to adequately control the fire and to prevent it from becoming dangerous to life or property.
- 5.4 Supervisor shall ensure accessibility (at least 10 feet wide) for fire department vehicles to safely gain access to the burn site.

## **Part 6 ADMINISTRATION AND ENFORCEMENT**

- 6.1 The Municipal Law Enforcement Officer, Fire chief or designate are authorized to:
- a) issue permits as provided in this by-law;
  - b) sign all permits on behalf of the Corporation;
  - c) limit the time for which a permit is issued;
  - d) undertake any technical investigation or inspection for the purpose of administering this by-law.
- 6.2 The Municipal Law Enforcement Officer, Fire Chief or designate may:
- a) demand the fire permit for inspection from any permit holder;
  - b) inspect any premises for which a fire permit has been issued;
  - c) enter at any time onto land to determine whether the provisions of this by-law are obeyed and to enforce or carry into effect this by-law.

## **Part 7 ORDERS**

- 7.1 Despite any other provisions of this by-law, if upon inspection of a fire, the Municipal Law Enforcement Officer, the Fire chief or designate is satisfied the fire poses a danger to the health or safety of any person or property, the Municipal Law Enforcement Officer, Fire Chief or designate shall cancel or suspend the fire permit and order the fire extinguished.
- 7.2 The area of burning must be restricted in order to enable the permit holder to extinguish the fire immediately if necessary due to a change in weather or other conditions or if so ordered by the Municipal Law Enforcement Officer, Fire Chief or designate.

## **Part 8 ENFORCEMENT**

### **8.1 Authority to Enforce**

(1) Any enforcement Officer is authorized to enforce this By-Law pursuant to the provisions hereof, the *Municipal Act, 2001*, the *Provincial Offences Act*, RSO 1990, c. P.33, and the *Fire Protection and Prevention Act, 1997*.

(2) No person shall hinder or obstruct, or attempt to hinder or obstruct, any person exercising a power or performing a duty under this By-Law.

### **8.2 Right of Entry**

(1) An enforcement Officer shall be permitted to enter upon any land at any reasonable time for the purpose of enforcing this By-Law.

(2) A person exercising a power of entry on behalf of the Corporation of the Township of North Glengarry under this By-Law shall, on request, display or produce proper identification.

### **8.3 Order to Extinguish / Comply**

(1) An enforcement Officer may at his or her sole discretion, order a fire extinguished or brought into compliance with this By-Law and this order shall be final.

(2) Every person who is ordered by an enforcement Officer to extinguish a fire or otherwise bring a fire into compliance with this By-Law shall comply immediately.

(3) In the event that an order of an enforcement Officer under subsection (1) is not complied with, the enforcement Officer may take action to have the fire extinguished or otherwise brought into compliance with this By-Law.

(4) Every person who fails to comply with an order of an enforcement Officer under this By-Law shall be liable for any costs incurred by the North Glengarry Fire Service

Division to extinguish the fire or bring it into compliance. Where applicable, such costs shall be calculated in accordance with the current Ministry of Transportation rate for Emergency Response Services.

#### **8.4 Remedial Costs and Recovery**

(1) The Corporation of the Township of North Glengarry may recover the remedial action costs incurred under this Part by action, or by adding such costs to the tax roll and collecting them in the same manner as taxes in accordance with section 446 of the *Municipal Act, 2001*. The remedial costs may include interest calculated at a rate of fifteen percent (15%), calculated for the period commencing on the day the municipality incurs the costs and ending on the day the costs, including interest are paid in full. The amount of the costs, including interest, constitutes a lien on the land upon the registration of a notice of lien in the Land Registry Office.

(2) Prior to recovering remedial costs under subsection (1), the Corporation of the Township of North Glengarry may invoice the owner requesting payment of the remedial costs.

### **Part 9**

#### **CONTRAVENTION OF BY-LAW – OFFENCES AND PENALTY**

##### **9.1 Offences**

(1) Every person who contravenes any provision of this By-Law is guilty of an offence.

(2) Where a corporation is convicted of an offence under this By-Law, every director or officer of a corporation who was in whole or in part responsible for the conduct of that part of the business of the corporation that gave rise to the offence is guilty of an offence, unless he or she satisfies the court that he or she took all reasonable care to prevent the commission of the offence.

(3) Every person who contravenes an Order issued by a court pursuant to this By-Law is guilty of an offence.

##### **9.2 Penalty**

(1) Every person who is found guilty of an offence under this By-Law is liable to a fine as provided for by the *Provincial Offences Act*, R.S.O. 1990, Chapter P.33 with a fine as set out in Schedule "B".

(2) Every day or part of a day on which the offence occurs or continues shall constitute a separate offence and is punishable as such.

(3) If any provision of this By-Law is contravened and a conviction entered, in addition to any other remedy and to any penalty imposed by this By-Law, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may make an order prohibiting the continuation or repetition of the offence by the person convicted.

(4) Any fine imposed under this Part shall be payable in addition to any fees, charges and costs payable under this By-Law.

(5) Schedule "B" shall come into force and take effect when it is approved and filed by Regional Senior Justice, pursuant to the *Provincial Offences Act* Part 1

### **Part 10**

#### **VALIDITY**

**10.1** If a court of competent jurisdiction declares any provision or a part of a provision of this bylaw to be invalid or to be of no force and effect, it is the intention of Council that the remainder of the by-law shall continue to be in force.

**10.2** This by-law is not constructed at any time in such a fashion as to hold the Corporation or its Officers liable for failing to ensure that persons comply with the provisions of this by-law.



**Part 11**  
**REPEAL OF EXISTING BYLAWS**

**11.1** Upon this bylaw coming into force, bylaw # 24-2017 shall be repealed.

**11.2** This bylaw shall come into force and take effect upon approval of the set fine amounts by the Regional Senior Justice.

READ a first, second, third time and enacted in Open Council, this 14th day of May 2018.

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

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

I hereby certify this to be a true copy of by-law No. 25-2018, and that such by-law is in full force and effect.

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

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



### SCHEDULE "A"

This is schedule "A" to by-Law No. 25-2018 respecting application form to obtain a fire permit.

OPEN AIR BURNING PERMIT APPLICATION # \_\_\_\_\_

APPLICANT NAME: \_\_\_\_\_

TELEPHONE RESIDENCE \_\_\_\_\_ CELL \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

LOCATION OF PROPOSED OPEN AIR FIRE:

CIVIC ADDRESS: \_\_\_\_\_

LOT: \_\_\_\_\_ CONCESSION: \_\_\_\_\_

CITY: \_\_\_\_\_ PROVINCE: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

WHAT TYPE OF FIRE?

- \_\_\_\_\_ RECREATIONAL FIRE – FREE
- \_\_\_\_\_ BRUSH FIRE - \$25.00
- \_\_\_\_\_ FARM OR AGRICULTURAL OPERATION FIRE - \$50.00

\_\_\_\_\_ OWNER  
\_\_\_\_\_ WRITTEN PERMISSION GIVEN: OWNER'S NAME \_\_\_\_\_

List the other properties you own or on which you have written permission from the owner to burn at (only for Farm and Agricultural Operation Fires)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List Authorized Representative (s) **An Authorized Representative is a person 18 years of age or older who is authorized to burn by the registered legal owner of the property.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please be advised that the current by-law is posted on the municipal website at: [www.northglengarry.ca](http://www.northglengarry.ca) or contact the municipal office at 613-525-1110.

I understand that I have 30 days to pay the amount owing as per Schedule "C" of this permit. Failing to do so will result in all future application being denied and an invoice shall follow.

Invoice mailing address: \_\_\_\_\_

Dated: \_\_\_\_\_

Signature: \_\_\_\_\_

## SCHEDULE "B"

### Township of North Glengarry Part 1 Provincial Offences Act Bylaw 25-2018: Open Air Burning By-Law

Item	Column 1 Short Form Wording	Column 2 Provision creating or defining offence	Column 3 Set Fines
1.	Burning or permit to burn with wind velocity greater than 15km/h	2.4	250.00
2.	Burning or permit to burn during a dry period	2.6	400.00
3.	Burning or permit to burn petroleum products, plastics, rubber or any other material that causes excessive smoke or noxious fumes	2.7	400.00
4.	Burning or permit to burn buildings or machinery	2.8	400.00
5.	Burning or permit to burn on any type of road allowance or where it interferes with traffic	2.10	400.00
6.	Leaving a fire without fully extinguishing it	2.11	250.00
7.	Permit a fire to have an adverse affect	2.12	350.00
8.	Burning or permit to burn household garbage	2.7	350.00
9.	Having an open air fire in a commercial, industrial or wrecking yard zoned properties	2.13	500.00
10.	Failing to comply with the conditions of the permit	8.3	300.00
11.	Fail or refuse to produce permit	2.19	150.00
12.	Fail to supervise fire continuously	2.5	150.00
13.	Burning or permit to burn other material than those for which a permit was issued	3.1 e 4.1 d 5.1 f	150.00
14.	Burning or permit to burn without a permit	2.2	450.00
15.	Burning or permit to burn within 75 meters of any building, structures, standing timber or any flammable or combustible material	5.1 a	350.00
16.	Burning or permit to burn a pile exceeding 6 cubic meters.	5.1c	400.00
17.	Failing to have 15 meters between burn piles	5.1d	400.00
18.	Burning or permit to burn windrows	5.1e	400.00
19.	Burning or permit to burn a fire within 200 meters adjacent to a residence	5.1b	400.00
20.	Burning or permit to burn within 50 meters of a dwelling or 5 meters within a property line	4.1 a &b	300.00
21.	Burning or permit to burn within 15 meters from a forest, woodland or building	4.1c	300.00



22.	Burning or permit to burn during a prohibited time.	2.18	300.00
23.	Burning or permit to burn a pile exceeding 2 cubic meters	4.1 e	300.00
24.	Failing to burn one pile at a time	4.1 f	300.00
25.	Failing to comply with the conditions for recreational open air burning	Part 3	250.00
26.	Obstruct an officer	8.1	\$500.00
27.	Fail to comply with an order to extinguish	8.3	\$500.00
28.	Fail to identify upon request	2.21 b	\$500.00
29.	Give false or incorrect information	2.21 c	\$250.00

Note: the general penalty provision for the offences listed above is section 9 of bylaw - 2018, a certified copy of which has been filed and section 61 of the Provincial Offences Act, R.S.O. 1990,c.P.33.

#### **SCHEDULE "C" - FEES**

<b>PERMIT</b>	<b>FEES</b>
Open Air Burn Permit – Recreation Fire	NIL
Open Air Burn Permit – Brush Fire	\$ 25
Open Air Burn Permit – Farm or Agricultural Operation	\$ 50

#### **SCHEDULE "D"** **Costs for Emergency Response**

The cost for emergency fire department vehicles responding to a fire that is not in accordance with this By-Law shall be current MTO rates.

**Section 11**

**PUBLIC WORKS**

**DEPARTMENT**

**Ryan Morton**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** June 11, 2018

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

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

That the Council of the Township of North Glengarry passes a resolution authorizing the Director of Public Works to execute the purchase and installation of a Lightnin' Heavy Duty Agitator for the Alexandria Lagoon System in the amount of \$44,800 excluding HST;

AND FURTHER, that the funds required for this project are transferred from the water and wastewater reserves to cover the costs.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

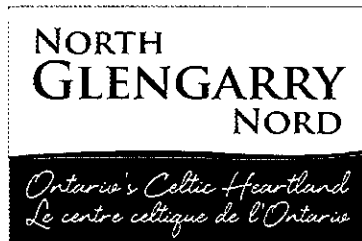
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 11 Item a**





11(a)

WWT-2018-01

## STAFF REPORT TO COUNCIL

June 11<sup>th</sup>, 2018

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

RE: Lagoon Aerator Installation

---

### Recommended Motion:

That the Council of the Township of North Glengarry passes a resolution authorizing the Director of Public Works to execute the purchase and installation of a Lightnin' Heavy Duty Agitator for the Alexandria Lagoon System in the amount of \$44,800 excluding HST;

AND FURTHER, that the funds required for this project are transferred from the water and wastewater reserves to cover the costs.

### Background / Analysis:

Since 2015, the Township has seen experienced an increase in odour complaints from residents around the lagoon facility. While odours in the spring and fall is normal due to stratification of the lagoon cells, the degree of odour and the number of complaints is abnormally high. This could very well be as a result of a failed aerator causing anaerobic sludge to surface and release methane.

Staff has attempted to gain control of the odour problems with sludge reducing bacteria addition to the affected cell with limited success. Staff has also been mindful that the detailed design for lagoon upgrades is ongoing. That said, there is an obvious issue with the odour for the residents and Council has asked staff to proceed with a solution beyond what has been done to date.

It is interesting to note that in 2014/2015, the Township invested approximately \$575,000 towards the reduction of infiltration in to the sewage system. Since that time, staff has performed infiltration mitigation work on an annual basis to prevent groundwater from entering the lagoons. What this has caused is a strengthening of the raw sewage entering the lagoon system. The elimination of excess water increases the concentration of Biochemical Oxygen Demand, Suspended Solids, Ammonia, Total Phosphorous and other loadings in to the facility. With 2 out of 3 aerators running, staff suspect that the amount of dissolved oxygen required to meet the demand is not being

provided. Therefore staff is recommending to install a new aerator at the lagoons regardless of the upgrade design in order to improve odours emanating from the lagoons. It is further interesting to note that staff has had issues with nitrification in the winter months since the infiltration work kicked off.

It is important to note that this is a single source procurement. The reason for this is that the proposed aerator is identical to the one being replaced. There is virtually no fabricating for installation to the gearbox etc. Attached is the documentation associated with the original aerator installation.

**Alternatives:**

1) Do Nothing: Not Recommended

Doing nothing with respect to this issue is not recommended as it does not address the primary area of concern, nor does it address the complaints brought forth by the residents.

2) Defer the Installation to 2019 budget: Not Recommended

The Township has been strategically building reserves year over year to address issues similar to this. Deferring the work to 2019 will exacerbate the issue and delay the potential solution.

**Financial Implications:**

Cost:	\$44,800
HST:	<u>\$ 5,824</u>
Subtotal:	\$50,624
Less Rebate:	<u>\$ 5,035.49</u>
Total Payable:	\$45,588.51

**Others consulted:**

- Public Works Committee
- Sarah Huskinson, CAO/Clerk
- Dean McDonald, Environmental Services Manager

**Attachments:**

- Original Aerator Installation Documentation







**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** June 11, 2018

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

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

That the Council of the Township of North Glengarry authorizes the Director of Public Works to proceed with the additional work outlined in this report in the amount of \$134,786 excluding HST;

**Carried**  
\_\_\_\_\_

**Defeated**  
\_\_\_\_\_

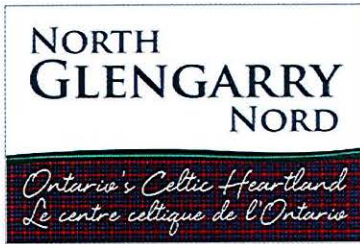
**Deferred**  
\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

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

**Section 11 Item b**



11(b)

Water-2018-05

## STAFF REPORT TO COUNCIL

June 11<sup>th</sup>, 2018

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

RE: Water Tower – Additional Work

---

### Recommended Motion:

That the Council of the Township of North Glengarry passes a resolution authorizing the Director of Public Works to proceed with the additional work outlined in this report in the amount of \$134,786 excluding HST;

### Background / Analysis:

In working with the tower construction contractor, staff have received a proposal for 3 changes to the tower construction. They are outlined as follows;

#### 1) Antenna Mast

The Township currently received revenue of approximately \$6,600/year from the Alexandria Tower in leasing space. Not to mention that the Alexandria Tower serves as a communication hub for the Township's fire department communications.

Adding an antenna structure to the top of an elevated tank has proven to be of great value to owners with respect to mounting their communication devices as well as leasing the space to telecommunication companies to provide services to the local area. Below is our proposal for the design, fabrication and installation of one (1) 304L stainless steel octagonal shaped antenna mast similar to that supplied on the Alexandria elevated tank project. The structure will measure approx. 14ft in diameter and 11ft high. Unlike the structure on the Alexandria tank, this one will be fabricated from 304L stainless steel which will be more beneficial as the antenna carriers cannot scratch or damage this material like they could with a coated structure.

The structure will be designed to carry eight (8) 1.2m microwave dishes plus various omni-directional antennae. Also, due to the size and location of this structure, Landmark can offer a credit for the contract specified sloped tank roof handrail per specification section 05500-2.16. The antenna structure will function as the tank roof handrail for safety.

In addition, it would be an economical investment for the Town if Landmark were to supply and install aluminum cable tray from the concrete slab on grade, up the pedestal (alongside the access ladder), across the upper landing and up the access tube to the tank roof. This would provide a means for future telecom carriers to neatly mount their communication cables. We recommend an 18" wide tray to also accommodate any electrical distribution conduits for lighting etc.

2) Hydrodynamic Mixing System

Staff is recommending incorporating a hydrodynamic mixing system in to the tower. Since the Township uses chloramination, it is recommended that a mixing system is included. This will enable a consistent total and free chlorine residual within the tower and prevent volatile results in field testing that could lead to indicators of adverse water conditions.

3) Coating Upgrade

The currently specified exterior coating system per spec section 09900-2.2 is a Zinc, Epoxy, Aliphatic Urethane system per OCS-6 NACE standards. Landmark proposes an upgrade to an OSC-4 system consisting of a Zinc, Epoxy, Fluorourethane system. The Fluorourethane topcoat has far superior properties for long term colour and gloss retention.

**Alternatives:**

N/A

**Financial Implications:**

1) Antenna Mast

Lump Sum Price – Antenna Structure: \$57,980.00 + HST  
Lump Sum Credit – Tank Roof Handrail: (\$ 6,500.00) + HST  
Lump Sum Price – Cable Tray System: \$ 5,200.00 + HST  
**Lump Sum Total: \$56,680.00 + HST**

2) Hydrodynamic Mixing System

**Lump Sum Price - \$58,947**

3) Coating System Upgrade

**Lump Sum Price - \$28,750**

<b>Total -</b>	<b>\$144,347</b>
<b>Less Credits -</b>	<b>\$ 9,591</b>
<b>Subtotal -</b>	<b>\$134,756</b>
<b>Municipal Cost -</b>	<b>\$ 13,475.60 (90% funded)</b>



**Others consulted:**

- Maxville Water Working Group
- Sarah Huskinson, CAO/Clerk
- Dean McDonald, Environmental Services Manager

**Attachments:**

- N/A

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

---

Reviewed by Sarah Huskinson – CAO/Clerk

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** June 11, 2018

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

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

That the Council of the Township of North Glengarry appoint a Robinson Consultants under section "10" of the Drainage Act to produce a Preliminary Report outlining recommendations for improvements to the Fowler Dais Municipal Drain;

AND FURTHER the report shall satisfy the concerns of the received petition (Including estimated costs) and/or other options for supplying sufficient outlet as required by *the drainage act*.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

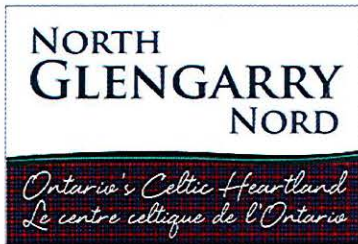
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 11 Item c**



11(c)

Report – DRN – 2018-02

## STAFF REPORT TO COUNCIL

June 11, 2018

From: Manson Barton, Drainage Superintendent/Ryan Morton, Director of Public Works

RE: Request for improvements to Fowler Danis Municipal Drain for tile drainage outlet Under Section “78” of the Drainage Act

---

### Recommended Motion:

That the Council of the Township of North Glengarry appoint a Robinson Consultants under section “10” of the Drainage Act to produce a Preliminary Report outlining recommendations for improvements to the Fowler Danis Municipal Drain;

AND FURTHER the report shall satisfy the concerns of the received petition (Including estimated costs) and/or other options for supplying sufficient outlet as required by the drainage act.

### Background / Analysis:

Property owner of Lot part 13 Concession 1 Roll #0111016001852000 has petitioned the Township for improvements to the Fowler Danis Municipal Drain in order to provide sufficient outlet for approximately 40 acres of land.

North Glengarry’s obligation under the drainage act is to appoint an engineer to satisfy the petition for improvements. Since this petition is related to the petitioner’s property, the owner will absorb the costs incurred.

### Alternatives:

1) Reject the Petition:

- Not recommended. If Council were to reject the petition, the matter could be taken forward to the Drainage Tribunal or the Drainage Referee on the grounds of not acting on a petition.

2) Appoint an Engineering Firm to review the entire Drain under Section “78”:

- Not Recommended. The engineer could produce a report designing any improvements necessary for proper tile outlets. Also including the sizing of culverts and the future maintenance of the drain and all associated appurtenances.
- This would entail a much larger scope of work and more significantly impose costs on unwilling participants.



**Financial Implications:**

All costs will be assessed to property owners as per instructions from Engineering Firm producing the report.

The work is awarded on an hourly basis and monitored by the Public Works Department.

**Others consulted:**

- Soil and Water Management Branch Ontario Ministry of Agriculture, Food and Rural Affairs.
- Lin Scott Drainage Limited.
- Ryan Morton, Director of Public Works

**Attachments:**

Official Notice of Request for Drain Improvement



---

Sarah Huskinson - CAO/Clerk

# Notice of Request for Drain Improvement

Drainage Act, R.S.O. 1990, c. D.17, subs. 78(1)

To: The Council of the Corporation of the Township of North Glengarry

Re: Fowler Danis Municipal Drain  
(Name of Drain)

In accordance with section 78(1) of the *Drainage Act*, take notice that I/we, as owner(s) of land affected, request that the above mentioned drain be improved.

The work being requested is (check all appropriate boxes):

- Changing the course of the drainage works;
- Making a new outlet for the whole or any part of the drainage works;
- Constructing a tile drain under the bed of the whole or any part of the drainage works;
- Constructing, reconstructing or extending bridges or culverts;
- Constructing, reconstructing or extending embankments, walls, dykes, dams, reservoirs, pumping stations or other protective works in connection with the drainage works;
- Otherwise improving, extending to an outlet or altering the drainage works; .
- Covering all or part of the drainage works; and/or
- Consolidating two or more drainage works.

Provide a more specific description of the proposed drain improvement you are requesting:

To provide sufficient outlet for tile drainage of part of Lot 13 Concession 1 Lochiel Ward Roll # 011101600185200 present drain of insufficient depth to provide outlet

---

**Property Owners:**

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

---

**Property Description**

40.63 acres--21660 County Road # 10 Lot 13 Concession # 1

---

**Ward or Geographic Township**

LochielWard

---

**Parcel Roll Number**


0111016001852000

---

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request a drain improvement.

**Sole Ownership**

**Individual or Sole Ownership**

Name (Last Name, First Name)	Signature	Date (yyyy/mm/dd)
Magorka, Andrew		2018/05/17

Enter the mailing address and primary contact information of property owner below:


Last Name Magorka	First Name Andrew	Middle Initial
----------------------	----------------------	----------------

**Mailing Address**

Unit Number	Street/Road Number 21660	Street/Road Name County Road # 10	PO Box
City/Town Glen Robertson	Province Ontario	Postal Code K0B 1H0	
Telephone Number 613-874-1282	Cell Phone Number (Optional)	Email Address (Optional)	

To be completed by recipient municipality:

Notice filed this 17 day of MAY 20 18

Name of Clerk (Last Name, First Name) LAVIGNE, LISE	Signature of Clerk 
--	--



11 (cb)

NORTH  
GLENGARRY  
NORD



---

# Sidewalk Inspection 2017

## Overview

---

*September 2017*



## Background/Summary

The sidewalks were analyzed for three specific hazards; trip, spalled and cracking. Table 1 shows the criteria used to inspect the sidewalks. If a stretch of sidewalk had more than one hazard then the highest resulting rating was chosen to determine the priority. The sidewalks were categorized by the following priorities; low, medium or high with the corresponding action to monitor, schedule for tender or required attention.

**Table 1: Criteria used during inspection period**

Rating	Hazard			Priority Results
	Trip	Spalled	Cracking	
a)	0 – 10 mm	0 – 25%	0 – 50%	Low (monitor)
b)	10 – 20 mm	25% – 75%	50% – 80%	Medium (schedule for tender)
c)	20 mm or greater	75% – 100%	80% – 100%	High (attention required)

The only towns with sidewalks installed are Alexandria, Apple Hill, Dalkeith, Dunvegan, Glen Robertson and Maxville. Due to the work that will be commencing in Maxville a separate plan will be developed for the sidewalk inspections, therefore Maxville was excluded from this report. Table 2 shows the number of collected hazard points, the total length of sidewalk and the time required to inspect each town. Recently it was determined that Apple Hill contains more sidewalk than was inspected, thus Apple Hill will be completed in the next couple of days.

**Table 2: Duration needed to complete each town**

Town	# of collected hazard points	Length of Sidewalk [m]	# of hours to complete
Dunvegan	17	194	20 mins
Apple Hill	62	1151	1 hr & 15 mins
Dalkeith	93	1012	2 hrs & 40 mins
Glen Robertson	198	2001	8 hrs & 10 mins
Alexandria	1150	16863	36 hrs & 20 mins

The number of hazards recorded in each town can be seen in Table 3. Overall the largest count was done in Alexandria with 1150. Table 3 also shows the breakdown between the three priorities found in each town. In addition to the three primary hazards of concern there were also a few different conditions noticed. A few sidewalk cuts for driveways have steep slopes which were mostly found within Alexandria and there were also a couple of noted locations where hedges were encroaching onto the sidewalks making it difficult to pass.

Table 3: Sidewalk hazard count in each town

Location	Count	High Priority	Medium Priority	Low Priority
Alexandria	1150	153	364	601
Apple Hill	62	9	15	36
Dalkeith	93	11	18	63
Dunvegan	17	1	8	8
Glen Robertson	198	22	52	120
<b>Total</b>	<b>1520</b>	<b>196</b>	<b>457</b>	<b>828</b>

The hazard with the most concern is the single trip hazard. There are 182 trip hazards greater than 20 mm and 357 between 10 mm and 20 mm. The next priority of concern is the cracking hazard, which showed fewer high and medium hazard results. The high priority showed 13 cracks to be replaced and 132 medium cracks to be replaced. Figure 1 shows the priority breakdown for each hazard that was recorded in the Township of North Glengarry.

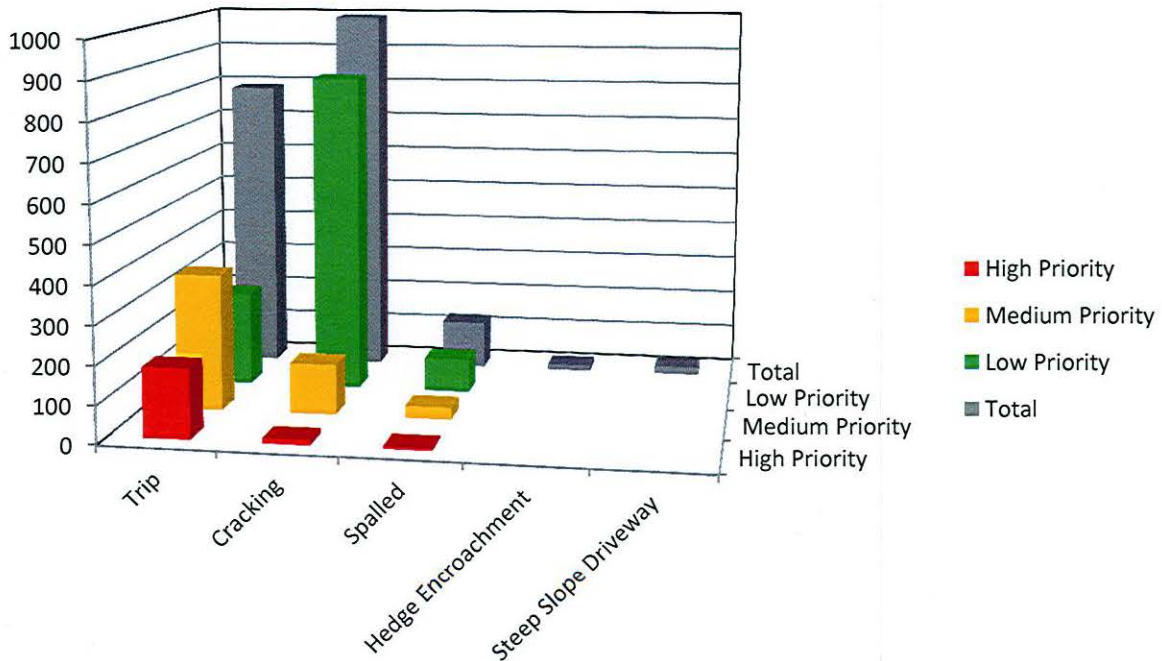


Figure 1: Priority breakdown for each hazard for the entire Township

## Alexandria - Hazards

### Hedge Encroachments

Within Alexandria there are 5 locations that have bushes or trees that obstruct a portion to the entire sidewalk.

### Steep Sloped Driveways

Alexandria contains 20 driveways that have steep sidewalk entrances where 17 of them are found on Sandfield Ave. S west side of roadway.

### High & Medium Priority Areas

A total of 1150 hazards were recorded for Alexandria with 153 high and 364 medium priority risks. Table 4 shows an overview of areas in Alexandria that have large clusters of high and medium priority risks.

Table 4: High and medium priority clusters found in Alexandria

#	Address of Area	# of High	# of Medium	Comments
<b>Bishop St. N</b>				
1.01	48 Elgin St. E	1	2	In front of The Legion - high and medium trip hazards - small portion filled in with gravel
<b>Centre St.</b>				
2.01	East of 4 Centre St.	1	2	- high and medium trip hazards - 5 m of cracked panels
<b>Dominion St. S</b>				
3.01	South of St. Paul St. E (east side)	3	1	- high and medium trip hazards - cracked corner panel with patch work
3.02	108 Dominion St. S		3	- 5 m of cracked panels - medium trip hazards previously shaved
3.03	170 Dominion St. S	1	3	Terre Des Jeunes bus entrance - high and medium trip hazards
<b>Elgin St. E</b>				
4.01	83 Main St. N	1	6	Entire parking lot length - section of cracked panels throughout - high and medium trip hazards
4.02	24 Elgin St. E	1	1	- high and medium trip hazards - few cracked panels
4.03	55 Elgin St. E	1	1	- high and medium trip hazards - high trip previously shaved down
<b>Gernish St. E</b>				
5.01	Corner of Bishop St. S	1	2	- high and medium trip hazards - 20+ m of cracked panels
<b>Kenyon St. E</b>				
6.01	47 Kenyon St. E	1	1	- high and medium trip hazard - 6 m of cracked panels

#	Address of Area	# of High	# of Medium	Comments
<b>Kenyon St. W</b>				
7.01	44-52 Kenyon St. W	2		- high trip hazards - few cracked panels
7.02	30-32 Main St. N parking lot		2	- medium trip hazards - 4 m of cracked panels
<b>Kincardine St. W</b>				
8.01	91 Kincardine St. W	1	2	- high and medium trip hazards - previously shaved sections
8.02	85 Kincardine St. W	1	1	- high and medium trip hazards - previously shaved sections
8.03	67 Kincardine St. W	1		Driveway entrance - 12 m with multiple high trip hazards - steep driveway cut
8.04	57 Kincardine St. W	1	2	- high and medium trip hazards - small cut out in sidewalk
8.05	29 Kincardine St. W	1	2	- high and medium trip hazards - patch work done on spot
<b>Lochiel St. E</b>				
9.01	33 Lochiel St. E	1	2	- small amount of cracking - medium trip hazards
9.02	West of Sandfield Av. S	2	2	- high and medium trip hazards - all between panels
<b>Lochiel St. W</b>				
10.01	St. Finnan's Catholic School bus entrance	1		- 13 m of cracked panels - high trip hazards
<b>Main St. N</b>				
11.01	212 Main St. N	2	2	GDHS rear parking lot entrance - 2 high trip hazards - couple of cracked panels
11.02	182 Main St. N	3	1	Ultramar south edge of entrance - high trip hazards - 15 m of cracked panels
11.03	181 Main St. N	1	3	Between 181 & 169 Main St. N - medium trip hazards - small amounts of cracked panels
11.04	170 Main St. N	3		Group Express Groupex - high trip hazards - short distance of cracked panels
11.05	169 Main St. N	2	1	White Rock Motel south of entrance - high trip hazards - medium trip hazards
11.06	145 Main St. N	3	1	North of 145 Main St. N driveway - trip hazards - short distance of cracked panels



#	Address of Area	# of High	# of Medium	Comments
11.07	138 Main St. N	3		Curling Club north entrance - 15+ m of cracked panels - a few trip hazards
11.08	113 Main St. N	1	4	Entire stretch in front of 113 Main St. N - short and long stretches of cracked panels - handful of medium trip hazards
11.09	103 Main St. N	1	2	Service Ontario entrance - 12 m of cracked panels - high and medium trip hazards throughout
11.10	83 Main St. N	2	4	Entire corner of parking lot - 8 m of cracked panels - high and medium trip hazards throughout
11.11	57 Main St. N	1	2	Corner edge - 8 m of cracked and patched panels - high and medium trip hazards throughout
11.12	45 Main St. N		4	- multiple medium trip hazards - few cracked panels
11.13	14-18 Main St. N	1	2	Christine's Restaurant - couple of medium trip hazards - large dug out near entrance
<b>Main St. S</b>				
12.01	24-26 Main St. S	2	4	- 12 m of cracked panels - high and medium trip hazards throughout
12.02	89 Main St. S		6	- all medium trip hazards - most were previously shaved down
12.03	137-139 Main St. S	2	3	- high and medium trip hazards - few cracked panels
12.04	188-194 Main St. S		4	- all medium trip hazards - few cracked panels
12.05	220 Main St. S	1	2	St. Finnan's Catholic School walkway entry - 4 m of cracked panels - high and medium trip hazards
<b>Mill Square</b>				
13.01	7 Mill Square	2		- high trip hazards
<b>Ottawa St.</b>				
14.01	21-23 Ottawa St.		1	- 17 m of cracked panels
<b>Peel St. W</b>				
15.01	162 Main St. S	1	3	St Vincent De Paul - high and medium trip hazards
<b>Sandfield Av. S</b>				
16.01	95 Lochiel St. E	3	1	New Alexandria Garage entrance - sections 12 m, 7 m and 2 m - high and medium trip hazards
<b>St. George St. E</b>				
17.01	42 St. George St. E	1	1	- 8 m of cracked panels

#	Address of Area	# of High	# of Medium	Comments
17.02	48 St. George St. E	1	1	- medium trip hazards previously shaved - 4 m of cracked panels
17.03	54 St. George St. E		2	- medium trip hazard - 4 m of cracked panels
<b>St. Paul St.</b>				
18.01	43 Main St. S parking lot	2	1	- high and medium trip hazards - 6 m of cracked panels
18.01	29 Main St. S parking lot	1		- couple of high trip hazards - 14 m of cracked panels
18.03	25 St. Paul St.		1	- couple of medium trip hazards - 8 m of cracked panels
18.04	West of Bishop St. N	1	2	- high and medium trip hazards
18.05	70 St. Paul St.	1	1	St Finnans Catholic Church - high and medium trip hazards
18.06	88 St. Paul St.		4	- medium trip hazards - most between sidewalk panels - slight cracking
18.07	119 St. Paul St.	1	2	- high and medium trip hazards - previously shaved - 5 m of cracked panel
<b>West Boundary Rd.</b>				
19.01	574 West Boundary Rd.	2	1	- high and medium trip hazards - 1 cracked panel
19.02	475 Massie Cr.	1	3	West of Alexandria Milling - 10+ m of cracked panels -high and medium trip hazards
19.03	South of south Independent entrance	2	2	-sections of 12 m & 10 m of cracked panels - high and medium trip hazards
19.04	South of 407 West Boundary Rd.	1	2	-sections of 4 m, 7m & 2 m of cracked panels -high and medium trip hazards

## Apple Hill – Hazards

### Hedge Encroachment

Within Apple Hill there are only two locations where low hanging trees are obstructing the sidewalk.

### Steep Sloped Driveways

None

### High & Medium Priority Areas

A total of 62 documented hazards were found in Apple Hill, nine high priorities and 15 medium priorities. However the majority of the high and medium hazards are a single incident. Table 5 shows a few locations where there are clusters or single points with a length noted.

Table 5: High and medium priority clusters in Apple Hill

#	Address of Area	# of High	# of Medium	Comments
<b>Hughie Munro St.</b>				
1.01	18501 Hughie Munro St.		1	- medium trip hazards - 8 m of cracked panels
<b>Kennedy Ave.</b>				
2.01	3756 Kennedy Ave.	1		- about 80 m of old over grown sidewalk - best action to remove
<b>Old Orchard St.</b>				
3.01	3766 Old Orchard St.	2	2	- high trip hazards - medium crack hazards
3.02	3771 Old Orchard St.	1		- high and medium trip hazards - 16 m of cracked panels
3.03	South of tracks		1	- 8 m of cracked panels
3.04	3776 Old Orchard St.		1	- medium trip hazards - 14 m of cracked panels
3.05	3786 Old Orchard St.	1		- 9 m of cracked panels

### Dalkeith - Hazards

#### Hedge Encroachment

There is one location in Dalkeith that the hedge is entering into the sidewalk area.

#### Steep Sloped Driveway

None

### High & Medium Priority Areas

There were 93 priority counts made in Dalkeith of which 11 were high and 18 were medium priority. Table 6 shows the location where there are stretches in the sidewalk where multiple hazards can be found.

Table 6: High and medium priority clusters found in Dalkeith

#	Address of Area	# of High	# of Medium	Comments
<b>Laggan-Glenelg Rd.</b>				
1.01	21895 Laggan-Glenelg Rd.	1		- few high trip hazards - slight cracking in panels



#	Address of Area	# of High	# of Medium	Comments
1.02	21904 Laggan-Glenelg Rd.		3	- medium trip hazards - few cracked panels
1.03	21921 Laggan-Glenelg Rd.		1	East of 21921 at entrance for vacant lot - medium trip hazards - 12 m of cracked panels
1.04	21938 Laggan-Glenelg Rd.	1	1	Opposite side of roadway -high and medium trip hazards - 20+ m of cracked panels
1.05	21945 Laggan-Glenelg Rd.	2		- high trip hazards - slight cracking in panels
1.06	21949 Laggan-Glenelg Rd.	2	1	Elevated sidewalk - high trip hazards - slight cracking in panels
1.07	21954 Laggan-Glenelg Rd.		3	- medium trip hazards - few cracked panels
<b>County Rd. 23</b>				
2.01	1851 County Rd. 23	2	1	- high and medium trip hazards -all elevation between panels

## Dunvegan – Hazards

### Hedge Encroachment

None

### Steep Sloped Driveway

None

### High & Medium Priority Areas

Within in Dunvegan there were 17 collected hazard points of which there was one high priority and eight medium priorities. Table 7 shows the high and medium priority locations however note that not all medium priorities are mention if not gathered together.

Table 7: High and medium priority clusters for Dunvegan

#	Address of Area	# of High	# of Medium	Comments
<b>County Rd. 30</b>				
1.01	1618 County Rd. 30		1	- medium trip hazard - 4 m of cracked panels
1.02	1630 County Rd. 30		1	In front of Kenyon Presbyterian Church - 5 m of cracked panels
1.03	1630 County Rd. 30	1	1	South of Kenyon Presbyterian Church - high and medium trip hazards - 7 m of cracked panels



## Glen Robertson

### Hedge Encroachment

Within Glen Robertson there were 5 locations where hedges or trees are blocking some or the entire sidewalk.

### Steep Sloped Driveway

None

### High & Medium Priority Areas

There were 198 hazard points collected in Glen Robertson where 22 were high and 52 were medium priority hazards. Table 8 shows the location of high and medium priority areas. Majority of sidewalks in Glen Robertson have light to heavy spalling compared to the other two hazards.

Table 8: High and medium priority clusters found in Glen Robertson

#	Address of Area	# of High	# of Medium	Comments
<b>Glen Robertson Rd.</b>				
1.01	21879 Glen Robertson Rd.	1	2	- high trip hazard where sidewalk begins - sidewalk is beginning to spall - medium trip hazard
1.02	21891 Glen Robertson Rd.	1	1	- high and medium trip hazard - slight cracking on one panel
1.03	21943 Glen Robertson Rd.	2		Up until Pitt St. - high trip hazard - very spalled with holes missing on surface
1.04	21954 Glen Robertson Rd.	1	2	- high and medium trip hazard - slightly spalled sidewalk - worn sidewalk edge near roadway
1.05	21964 Glen Robertson Rd.	1	4	Up until 21968 Glen Robertson Rd. -high and medium trip hazard - asphalt patched sidewalk - 20 m of worn sidewalk edge
1.06	21970 Glen Robertson Rd.	1	1	- high and medium trip hazards - spalled with holes missing on surface
1.07	21976 Glen Robertson Rd.	1	1	- high trip hazard - 10+ m of cracked panels
1.08	21983 Glen Robertson Rd.		1	- medium trip hazards - 25 m of cracked panels
1.09	21985 Glen Robertson Rd.	1	3	Across the road from 21985 - medium trip hazard - slight cracking in panels - spalled with holes missing on surface
<b>Dalhousie St.</b>				
2.01	21930 Glen Robertson Rd.		2	- medium trip hazard - 13 m of cracked panels

#	Address of Area	# of High	# of Medium	Comments
				- driveway paved over sidewalk
2.02	North of Dashney Ln.	3		- multiple high trip hazards - 4 m of cracked panels
2.03	Dashney Ln.	1	1	- high and medium trip hazards
2.04	3371 Dalhousie St.	1	2	- high and medium trip hazards - 4 m of slight cracking - driveway paved over sidewalk
2.05	3375 Dalhousie St.	1	3	- high and medium trip hazards - slightly spalled sidewalk - sidewalk is fairly slanted toward ditch
2.06	3381 Dalhousie St.	1	5	- high and medium trip hazards - spalled with holes missing on surface - 8 m of cracked panels

### Next Steps

This report will be further continued to include a general overlook of the budget. In the next coming weeks the information presented will be analyzed to estimate the cost of fixing the priority areas and how long it would take to complete it.

### Appendix

#### Alexandria – Elgin St. E/Main St. N



**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** June 11, 2018

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

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

That the Council of the Township of North Glengarry authorizes the Director of Public Works to execute the purchase of two (2) ¾ tonne pickup trucks from Laplante GMC to an upset limit of \$76,000 excluding HST.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

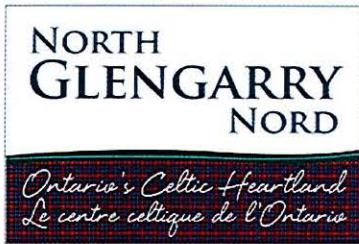
\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 11 Item e**





RDS-2018-08

1(e)

## STAFF REPORT TO COUNCIL

June 11<sup>th</sup>, 2018

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

RE: Truck Tender Award

---

### Recommended Motion:

That the Council of the Township of North Glengarry passes a resolution authorizing the Director of Public Works to execute the purchase of two (2)  $\frac{3}{4}$  tonne pickup trucks from Laplante GMC to an upset limit of \$76,000 excluding HST.

### Background / Analysis:

As per the fleet plan, the Township allocated funds in the 2018 budget for the replacement of various pieces of fleet equipment as follows;

Roads Department –  $\frac{3}{4}$  Tonne 2008  
Community Services –  $\frac{1}{2}$  Tonne 2004

Both of these fleet items have reached or exceeded 10 years of age. As per the fleet plan, the Roads trucks are to be replaced to recoup the most possible value in return to offset the purchase of new equipment. The Community Services truck has many issues mechanically and is required immediately.

An invitation bid process used and issued to Roy's GM and Laplante GM in order to maintain uniformity with the Township fleet of Chev/GM vehicles.

The 2019 regular cab truck models are not available for 10 months. Therefore, a supplementary price for a 2018 model that fit the Township's specifications was asked for in addition to a 2019 model which only came in the extended cab version. Subsequently, if a 2018 model is not available, staff will proceed with ordering the 2019 model. This is why the resolution requested is for an "upset limit" and not specifically an amount for a specific vehicle model.



**Alternatives:**

N/A

**Financial Implications:**

2018 Combined Budget:

Community Services/Public Works - \$85,000

Tender Results 2018 model only:

Item	Roy's	Laplante
A) Roads ¾ Tonne	\$39,300	\$37,615.03
B) Community Services ¾ Tonne	\$39,300	\$37,587.03
Total	\$78,600	\$75,202.06

The Public Works Truck will use the remaining budget available to outfit the unit with harness and plow.

**Others consulted:**

- Roch Lajoie, Roads Manager
- Anne Leduc, Director of Community Services
- Sarah Huskinson, CAO/Clerk

**Attachments:**



---

Reviewed by Sarah Huskinson – CAO/Clerk

# **Section 12**

## **CORRESPONDENCE**

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

**PLANNING COMMITTEE MEETING**

Monday March 19<sup>th</sup>, 2018  
Council Chambers  
Centre Sandfield Centre  
102 Derby Street West, Alexandria, ON

A Public Meeting of Planning was held in the Council Chamber on Monday March 19<sup>th</sup>, 2018 at 6:30p.m.

- PRESENT:** Mayor – Chris McDonell  
 Deputy Mayor – Jamie MacDonald  
 Councillor (Lochiel Ward) – Brian Caddell  
 Councillor (Maxville Ward) – Carma Williams  
 Councillor (At Large) – Jacques Massie  
 Councillor (Kenyon Ward) – Jeff Manley  
 Councillor (Alexandria Ward) – Michel Depratto  
 Interim CAO/Clerk – Steven Potter  
 Planning Department – Gerry Murphy

**1. PUBLIC MEETING CALLED TO ORDER**

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

**2. ACCEPT THE AGENDA**

**Resolution No. 1**

**Moved by:** Carma Williams **Seconded by:** Michel Depratto

That the Council of the Township of North Glengarry accepts the Planning Committee meeting agenda of Monday, March 19<sup>th</sup>, 2018.

**Carried**

**3. ACCEPT THE MINUTES – N/A**

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

**4. SITE PLAN DEVELOPMENT AGREEMENTS**

- a) **No. 13-2018**  
**Owner: Ron Theoret**  
**Location: 43 Bishop St. N Alexandria**

**Resolution No. 2**

**Moved by:** Michel Depratto **Seconded by:** Carma Williams

That the Planning Committee recommend approval of Site Plan Development Agreement (By-Law 13-2018) and that the application be forwarded to the Council of the Township of North Glengarry for further consideration and approval. Subject to the installation of a suitable natural tree buffer as specified by township planner.

**Carried**

**Resolution No. 3**

**Moved by:** Jamie MacDonald

**Seconded by:** Carma Williams

That the Planning Committee recommend approval of Site Plan Development Agreement (By-Law 14-2018) and that the application be forwarded to the Council of the Township of North Glengarry for further consideration and approval.

**Carried**

**5. OLD BUSINESS**

**6. NEW BUSINESS**

**7. NOTICE OF MOTION**

**8. ADJOURNMENT**

**Resolution No. 4**

**Moved by:** Brian Caddell

**Seconded by:** Jeff Manley

There being no further business to discuss, the meeting was adjourned at 6:51 p.m.

**Carried**

---

**CAO/Clerk/Deputy Clerk**

---

**Mayor/Deputy Mayor**



12(b)



**MINUTES OF THE MARCH 28, 2018 MEETING OF  
THE ARTS, CULTURE AND HERITAGE (ACH) ADVISORY COMMITTEE**

A meeting of the Arts, Culture, and Heritage Advisory Committee was held on Wednesday, March 28, 2018, at 5:45 p.m. at the Gary Shepherd Hall (102 Derby Street West, Alexandria).

**PRESENT:** Carma Williams, Chairperson  
Jeff Manley, Councillor  
Nicole Nadeau, Member at Large  
Karen Davison Wood, Member at Large  
Dane Lanken, Member at Large  
Anne Leduc, Director of Recreation & Community Services  
Tara Kirkpatrick, Economic Development & Communications Officer/ Recording Secretary

**REGRETS:** Steven Potter, CAO  
Natalie-Anne Bussière, Member at Large

**GUESTS:** Jennifer Black, Curator - Glengarry Pioneer Museum  
James Prevost, Director – Glengarry Pioneer Museum

**1. CALL TO ORDER**

The meeting was called to order at 5:54 p.m. by Carma Williams

**2. ACCEPT AGENDA**

**Moved by: Karen Davison Wood**

**Seconded by: Dane Lanken**

That the Agenda of the Arts, Culture and Heritage Advisory Committee meeting of March 28, 2018 be accepted.

**Carried.**

**3. DECLARATIONS OF CONFLICT OF INTEREST**

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

**4. ADOPTION OF THE PREVIOUS MINUTES**

**Moved by: Jeff Manley**

**Seconded by: Nicole Nadeau**

That the minutes of the March 1, 2018, Arts, Culture, and Heritage Advisory Committee meeting be accepted as presented.

**Carried.**

**5. AGENDA ITEMS**

- a. **Delegation from the Glengarry Pioneer Museum. Attending to discuss the “Glengarry Routes Heritage Tour” and possible collaborations.**

- The members of the delegation included Glengarry Pioneer Museum Board President James Prevost and museum curator Jennifer Black.
- The ACH committee presented the idea of partnering with the museum, during one of its events, to launch the Glengarry Routes Heritage Tour.
- Aim to bring more attendance to one of the museum's smaller activities, while also promoting the Glengarry Routes map.
- The Glengarry Routes Map is of both North and South Glengarry. This opens up the possibility to partner with VIA Rail and other organizations, to bring more people into the region. South Glengarry could also partner with one of their museums to do something similar and work collaboratively with us.
- GPM Historical Driving Tour is well established. It hits many small, obscure locations, including private locations. The Pioneer Museum representatives feel that this event is not suited to the collaboration, as it is already a sell-out event. The driving tour will take place on June 16, 2018.
- GPM potential activities to enhance include the "Smith In" event on June 9, or the War of 1812 event running from September 29-30, 2018.
- "Living History" component of the Battle of 1812. Interpreters bringing people around to each station. Could have four groups of 10 circling throughout the day. It's new this year.
- In 2019, we could also tie in to the 200<sup>th</sup> anniversary of Alexandria.
- Need to find a theme that fits the museum that is already part of the tour.
- Tara will set up a follow-up meeting with the Glengarry Pioneer Museum representatives to discuss a collaboration to take place in 2018 or 2019.

**b. Review of proposed heritage listing criteria for the Municipal Heritage Register.**

- Carma, Jeff & Anne met to discuss listing criteria and came up with a preliminary list. Possible criteria include elements pulled from the Heritage Act, which works for North Glengarry's purposes.
- Before initiating a listing, the Heritage Act should be verified to ensure that all the regulatory requirements are met.
- Criteria should be separated for listing, versus designating a property though the criteria seems to be very much the same for both categories. Each building should be evaluated on a case by case to best determine the elements and criteria that would qualify under the Heritage Act.
- The Committee has determined that the following elements be included in the criteria for listing a property:

- Properties built prior to the 1940s.
- Properties that have visually apparent features, such as construction materials (brick, boyd block, stone, log or period cladding), architectural features or items that identify them as belonging to a certain period.
- Properties that have a well-documented history showing their importance to the community.

**c. Review of the hamlet properties identified by the 2017 Heritage Coordinators**

- One property was removed from the list and a few were added, including the Grotto property in Alexandria.

**d. Review of tasks for the Heritage Coordinators**

- The two Heritage Coordinators will work under the guidance of the lead ACHC member, attending weekly scheduled meetings. Dane and Karen have offered to assist with this.
- Tour the municipality to confirm the properties listed on the Draft Registry.
- Complete designation forms for the four designated properties in North Glengarry.
- Research properties identified in the Hamlet CIP Designated Areas to complete information criteria on the Inventory Listing.
- Begin the process of identifying potential properties in Maxville and Alexandria - if there is time at the end of the project.
- Expand on existing photo bank.
- Collect information for King George Park panel.
- Assist with finalizing the Maxville Walking Tour.
- Create a scrapbook of before and after photos celebrating the changes initiated by the CIP project.

**e. Review of 2019 Community Grants Guidelines**

- Changed the deadline to September 28, due to upcoming Municipal Elections.
- Repeat grant applications must show how their event differs from previous years and new events may be prioritized.
- Need to clearly reflect the budget items to which the Community Grant Program Funds will be applied.
- Recommend having an annual meeting at the end of the year.

**Moved by: Karen Davison Wood**

**Seconded by: Nicole Nadeau**



The Arts, Culture and Heritage Committee recommends that Council approves the changes to the Community Grant Program as revised on February 22, 2018..

**Carried.**

**f. St. Elmo Congregational Church and St. Elmo Gordon Church update. (moved to A1)**

- The St. Elmo Congregational Church property has sold and the new owner will be officially taking over the property by April 1, 2018. The new property owner is expected to be in touch with Tara within the next few weeks to discuss the property.
- Doug MacGregor, the former caretaker for the church property has an interest in helping to establish a committee to preserve the St. Elmo Congregational Church, at its current location.
- Council approved listing the Gordon Church on the Heritage Register at the February 5<sup>th</sup>, 2018 meeting.
- From the time a demolition permit is issued, the municipality has 60 days to issue the permit on a listed property giving Council the time to determine a course of action.

**g. Update on recognition of awards received by ACHC and CIPAC.**

- Due to scheduling conflicts, we are unable to hold the reception on March 23. We have spoken to the organizing committee of the North Glengarry Community and Business Gala who agree that this is the perfect venue to serve to recognize the members of ACHC and CIPAC for these most recent achievements. September 27.
- Staff will send a “hold the date” invitation for the event date. Committee members will be provided with tickets to the Gala.

**6. 2018 Projects**

**a. Glengarry Routes Heritage Tour Brochure.**

- The French translations have been completed and the document has been printed. It is now available.

**b. The Glengarry Routes Heritage Tour tourism project.**

**c. Maxville and Alexandria Walking Tours.**

- Deferred to the next meeting.

**d. King George Park Interpretive Panel.**

- Deferred to next meeting.

**e. Proposed awards program for excellence in built heritage restoration & renewal.**

- Deferred to the next meeting.



f. Other.

7. NEW BUSINESS

8. CORRESPONDENCE

- a. March 7, 2018 article in The Review titled: "St. Bernard Church in Fournier won't be designated a heritage site".
- b. December 2017 issue of the Ontario Historical Society. Rob Leverty's article on the Madill Church.
- c. 2018 Ontario Heritage Conference in Sault Ste. Marie, ON, June 7-9, 2018.
- d. Young Canada Works (YCW) Summer Student program through the National Trust for Canada. Funding offer of:
  - Job Title: **Heritage Coordinator**
  - Number of Positions: **2**
  - Amount Approved: **\$6200.00 (per position)**
  - Number of Weeks Approved: **12 (per position)**
  - % of YCW Funding Approved: **74.88%**
  - Hourly Gross Wage: **\$16.00**
- e. Canada Heritage Trust letter regarding the ability to access Land Registry

NEXT MEETING

The next meeting of the Arts, Culture and Heritage Advisory Committee is scheduled to take place on Wednesday, April 25, at 5:45 pm., at the Gary Shepherd Hall (102 Derby Street West, Alexandria).

ADJOURNMENT

The meeting was adjourned at 7:39 p.m.

**Moved by: Karen Davison Wood**

**Carried.**

---

**Recording Secretary – Tara Kirkpatrick**

---

**Chair – Carma Williams**

12(c)



**Minutes of the  
CIP Advisory Committee (CIPAC) Meeting  
Tuesday, April 3, 2018 at 5:45 p.m.  
Gary Shepherd Hall  
102 Derby Street West, Alexandria**

A meeting of the Community Improvement Plan (CIP) Advisory Committee (CIPAC) was held on Tuesday, April 3, 2018, at 5:45 p.m. at the Gary Shepherd Hall (102 Derby Street West, Alexandria.)

**PRESENT:**

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

**GUEST:**

- Anne Leduc**, Director of Community Services

**REGRETS:**

- Steven Potter**, Chief Administrative Officer
- Jacob Rheume**, Chief Building Officer

**1. CALL TO ORDER**

The meeting was called to order at 5:46 p.m. by Karen Davison Wood

**2. MOTION TO ACCEPT THE AGENDA**

**Moved by: Deirdre Hill**

**Seconded by: Carma Williams**

That the Agenda of the CIP Advisory Committee of April 3, 2018, be accepted as presented.

**Carried.**

**3. DECLARATIONS OF CONFLICT OF INTEREST**

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

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

Tuesday, March 6, 2018,

**Moved by: Jeff Manley**

**Seconded by: Nathalie Anne Bussière**

That the minutes of the March 6, 2018 meeting of the Community Improvement Plan Advisory Committee (CIPAC) meeting be accepted as presented.

**Carried.**

## 5. AGENDA ITEMS

### a. New CIP Applications

#### **Maxville Home Hardware**

Project Overview:

- Build a new 10,000 square-foot facility to relocate the existing 4,500 square foot Maxville Home Hardware store.
- The proposed design invests heavily in a walkable streetscape, inviting architecture and a functional site plan.
- Beyond an investment in asphalt, curbing, lighting and landscaping, the building incorporates a lit and covered walkway that will run parallel to the existing bank, increasing the utility of the site for the broader community.

**Moved by: Carma Williams**

**Seconded by: Natalie-Anne Bussière**

That the Community Improvement Plan Advisory Committee (CIPAC) recommends to Council the Community Improvement Program request as submitted by Grant Castle Corporation for the Home Hardware infill project located at the intersection of Mechanic Street and Main Street in Maxville on Lots # 67103-0407 / 67103-0408 / 67103-0409 as follows:

1. Program A (Planning and Design Grant) 50% matched grant up to a maximum of \$1,500 towards the cost of preparing architectural and/or site plans for the infill project;
2. Program B (Building Improvement and Infill Grant) 50% matched grant up to a maximum of \$5,000 towards the cost of an infill project;
3. Program C (Civic Address Signage Grant) of \$75 representing a matching grant of 75% up to \$75 for civic address sign at one locale;
4. Program D (Landscaping and Public Art Grant) 50% matched grant up to a maximum of \$2,000 towards the cost of landscaping elements on the Main Street façade.
5. Program E (Building Permit & Planning Fee Grant Program) equal to 100% of eligible Building Permit fees up to a maximum of \$750; and 100% of Planning Fees up to a maximum of \$500;
6. Program G (Municipal Loan Program) of \$10,000;

Representing a total of \$9825 in the form of Community Improvement Grants and \$10,000 in the form of a Municipal Loan.

Considerations:

1. That the property owner return to the Community Improvement Plan Advisory Committee (CIPAC) with a more defined landscaping plan for the Main Street façade, prior to the commencement of the landscaping element of this project.

**Carried.**



**b. Ongoing CIP**

Request by Richard Descoste for a 90-day extension for his CIP project at 17-19 Main Street, Alexandria. The current 18-month completion deadline is April 24, 2018. A 90-day extension would make the new deadline July 23, 2018.

**Moved by: Jeff Manley**

**Seconded by: Michael Madden**

That the Community Improvement Plan Advisory Committee (CIPAC) approves a 90-day extension for the Community Improvement Plan Project located at 17-19 Main Street, Alexandria. The current 18-month completion deadline is April 24, 2018. A 90-day extension would make the new deadline July 23, 2018.

**c. CIP reimbursement on HST**

- Under the Community Improvement Plan, present approvals and pay outs to successful applicants include HST. In other regions where there are CIPs, the HST is excluded from calculations. The reason might be that most of the CIPs target commercial properties and the owners have the ability to claim back the HST on their own. In our case, we have a hybrid model that targets both commercial and residential owners.
- The Township's treasury department has confirmed that we should be looking at the invoices before HST and basing our calculations on that amount.
- In fact, commercial property owners currently have the ability to "double dip" by claiming back HST on their purchases – which may have been offset by these grants.
- Recommendation is that all new CIPs be calculated before taxes, but that we do not go retroactive on this.
- Excluding HST for both residential and commercial would:
  - allow us to go further with the budgeted CIP amount; and
  - ensure that calculations are consistent across the board.

**Carried.**

**Moved by: Deirdre Hill**

**Seconded by: Michael Madden**

That the Community Improvement Plan Advisory Committee (CIPAC) recommends that under the Community Improvement Plan, the calculation of grants should not include the cost of HST.

**Carried.**

**d. Economic Development**

- i) 2016 Township of North Glengarry Economic Development Strategy and Action Plan (MDP Insight report).
  - Community economic development will help to grow traditional economic development. You need this foundation, in the form of CIPs, Community Grants and other Community Development exercises to stimulate growth.
  - We need to identify our strengths, including heritage and cultural assets.
  - Initiatives to support small businesses in their development.
  - Business retention and expansion visits.
  - Community Kitchens. Proceeding with branding campaign and brochure. Collaborative project with the All Things Food Network.



- Readiness: Need to prepare the industrial lots for potential buyers. Industrial properties are one of the only ways that municipalities can subsidize a business to come into your municipality.
- Promotion Actions: Local and Regional Promotion.

**6) NEW BUSINESS**

- a) North Glengarry Outstanding Achievements Reception: Rescheduled to coincide with the Township's 2018 Business & Community Awards Gala, which is tentatively scheduled for Thursday, September 27<sup>th</sup>, 2018, at the Glengarry Sports Palace in Alexandria.
- b) Approved for funding for two Heritage Coordinators. Starting May 15.

**7) OTHER BUSINESS**

- a) Hard copy scrap books showcasing the CIP projects in their before and after phases. Include testimonials from the property owners. Possible project for the Heritage Coordinators.

**8) CORRESPONDENCE**

**9) NEXT CIPAC MEETING**

- Monday, May 7, 2018, 5:45 pm, at the Gary Shepherd Hall (102 Derby Street West, Alexandria).
- Anne will serve as the recording secretary at the May 7 meeting, as Tara will be participating in an EDO training session at the University of Waterloo.

**10) ADJOURNEMENT**

The meeting was adjourned at 7:30 p.m.

**Moved by: Natalie Anne Bussière**

**Carried.**

---

Recording Secretary – Tara Kirkpatrick

---

Chair – Karen Davison-Wood

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

**PUBLIC MEETING**

Monday April 9<sup>th</sup>, 2018  
Council Chambers  
Centre Sandfield Centre  
102 Derby Street West, Alexandria, ON

A Public Meeting was held in the Council Chamber on Monday April 9<sup>th</sup>, 2018 at 6:30 p.m.

- PRESENT:** **Mayor** – Chris McDonell  
**Deputy Mayor** – Jamie MacDonald  
**Councillor (Lochiel Ward)** – Brian Caddell  
**Councillor (Maxville Ward)** – Carma Williams  
**Councillor (At Large)** – Jacques Massie  
**Councillor (Kenyon Ward)** – Jeff Manley  
**Councillor (Alexandria Ward)** – Michel Depratto  
**Interim CAO/Clerk** – Steven Potter  
**Planning Department** – Gerry Murphy

**1. PUBLIC MEETING CALLED TO ORDER**

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

**2. ACCEPT THE AGENDA**

**Resolution No. 1**

**Moved by:** Carma Williams

**Seconded by:** Michel Depratto

That the Council of the Township of North Glengarry accepts the Public meeting agenda of Monday, April 9<sup>th</sup>, 2018.

**Carried**

**3. ACCEPT THE MINUTES**

**Resolution No. 2**

**Moved by:** Brian Caddell

**Seconded by:** Jeff Manley

That the Council of the Township of North Glengarry accepts the minutes of the Public Meeting of Tuesday, February 20<sup>th</sup>, 2018.

**Carried**

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

**4. ZONING AMENDMENTS**

**a) No. Z-02-2018**

**Owner:** Wilko Finger

**Location:** 21510 Lochinvar Rd. Dalkeith

The clerk asked three times for comments from the public in attendance. No comments were made.

**5. OLD BUSINESS**

**6. NEW BUSINESS**

**7. NOTICE OF MOTION**

**8. ADJOURNMENT**

**Resolution No. 3**

**Moved by:** Jeff Manley

**Seconded by:** Brian Caddell

There being no further business to discuss, the meeting was adjourned at 6:44 p.m.

**Carried**

---

**CAO/Clerk/Deputy Clerk**

---

**Mayor/Deputy Mayor**





## Recreation Advisory Committee Minutes

The meeting of the Recreation Committee of Tuesday April 10, 2018 was held at the Sandfield Centre.

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

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

### 1. CALL MEETING TO ORDER

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

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

### 2. ADDITIONS, DELETIONS OR AMENDMENT

None.

### 3. ADOPTION OF THE AGENDA

That the agenda of the Recreation Committee meeting of April 10, 2018 be accepted as circulated.

**Resolution No.:** 2      **Moved by:** Brian Caddell      **Seconded by:** Bob Linney  
**CARRIED**

### 4. DECLARATIONS OF CONFLICT OF INTEREST

No conflicts were noted.

**5. ADOPTION OF PREVIOUS MINUTES**

That the minutes from the Recreation Advisory Committee meeting on March 20, 2018 be accepted as presented.

**Resolution No.:** 3

**Moved by:** Brian Caddell

**Seconded by:** Bob Linney

**CARRIED**

**6. BUSINESS ARISING FROM THE MINUTES**

None.

**7. AGENDA ITEMS**

**a) Budget Update - Dome**

The budget review was performed by Chloe Crack, who indicated that the Dome is trending similar to last year. At the March 20, 2018 meeting, concerns were brought up about the Enbridge account being so high. A comparison report was circulated for 2016, 2017 and 2018 showing that Enbridge costs are approximately the same from year to year however it all depends when the bill is received and processed at the Township office which explains the large difference. The invoicing duties will be transferred to the Community Services Department in order to mitigate the imbalance of revenues

**b) Budget Update – Island Park**

The budget review was performed by Chloe Crack, who indicated that Island Park is trending similar to last year. The invoicing duties will be transferred to the Community Services Department in order to mitigate the imbalance of revenues.

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

The budget review was performed by Chloe Crack, who indicated that the Maxville & District Sports Complex is trending similar to last year. The invoicing duties will be transferred to the Community Services Department in order to mitigate the imbalance of revenues

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

The budget review was performed by Chloe Crack, who indicated that the Glengarry Sports Palace is trending similar to last year. The Glengarry Sports Palace has still not received the 2017 and 2018 contributions from the Township of South Glengarry.

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

**Resolution No.:** 4

**Moved by:** Brian Caddell

**Seconded by:** Bob Linney

**CARRIED**

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

The Director of Community Services presented the Key Information Report touching on the new Job Posting, the cancellation of the Jumpstart Games, Capital Expenditures and the fact that the Pick-Up Truck was not approved at Council and the different projects occurring in all the facilities.

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

The Director of Community Services presented the Key Information Report touching on the Canteen, Molson Rebate, Events & Activities, Finances, Purchasing and Projects.

**g) MRAC Verbal Update**

Mr. Bob Linney informed the members that the MRAC will host their next meeting within the next few weeks. Four associations have not submitted their 2017 financial report. The biggest discussion will be about the use of the soccer fields in Greenfield and Apple Hill.

**8. PENDING BUSINESS**

None.

**9. CORRESPONDANCE**

None.

**10. CLOSED SESSION BUSINESS**

None.

**11. NEXT MEETING**

The next meeting will be held on May 8, 2018 at the Sandfield Centre at 4pm.

**12. ADJOURNMENT**

The meeting was adjourned at 4:52 pm

**Resolution No.: 5**

**Moved by:** Brian Caddell

**Seconded by:** Bob Linney

**CARRIED**

\_\_\_\_\_  
Chairman of the Committee

\_\_\_\_\_  
Date

12(f)

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

**THE COMMITTEE OF ADJUSTMENT MEETING**

Monday April 23<sup>rd</sup>, 2018  
Council Chambers  
Centre Sandfield Centre  
102 Derby Street West, Alexandria, ON

A Committee of Adjustment Meeting was held in the Council Chamber on Monday April 23<sup>rd</sup>, 2018 at 6:30 p.m.

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

**1. COMMITTEE OF ADJUSTMENT MEETING CALLED TO ORDER**

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

**2. ACCEPT THE AGENDA**

**Resolution No. 1**

**Moved by:** Carma Williams

**Seconded by:** Michel Depratto

That the Council of the Township of North Glengarry accepts the Committee of Adjustment Hearing agenda of Monday, April 23<sup>rd</sup>, 2018.

**Carried**

**3. ACCEPT THE MINUTES**

**Resolution No. 2**

**Moved by:** Michel Depratto

**Seconded by:** Carma Williams

That the Council of the Township of North Glengarry accepts the minutes of the Committee of Adjustment Hearing of Monday, September 25<sup>th</sup>, 2017.

**Carried**

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

**4. MINOR VARIANCE**

**a) No. MV-01-2018**

**Owner:** Dunmatt Farms Inc.

**Location:** 18929 Stewarts Glen Rd. Dunvegan

**Resolution No. 3**

**Moved by:** Jeff Manley

**Seconded by:** Brian Caddell



That the Committee of Adjustment approve Minor Variance application MV-01-2018 as recommended by the planning department.

The clerk asked three times for comments from the public in attendance. No comments were made.

**Carried**

**b) No. MV-02-2018**

**Owner: Intoshome Farms Inc. / Neil McIntosh**

**Location: Concession Road 19 Maxville**

**Resolution No. 4**

**Moved by:** Carma Williams

**Seconded by:** Michel Depratto

That the Committee of Adjustment approve Minor Variance application MV-02-2018 as per the conditions recommendation by the planning department.

The clerk asked three times for comments from the public in attendance. No comments were made.

**Carried**

**5. OLD BUSINESS**

**6. NEW BUSINESS**

**7. NOTICE OF MOTION**

**8. ADJOURNMENT**

**Resolution No. 6**

**Moved by:** Jacques Massie

**Seconded by:** Jeff Manley

There being no further business to discuss, the meeting was adjourned at 6:45 p.m.

**Carried**

---

**CAO/Clerk/Deputy Clerk**

---

**Mayor/Deputy Mayor**



12(9)

**DRAFT Minutes of the  
CIP Approvals Committee (CIPAC) Meeting  
Monday May 7<sup>th</sup>, 2018 at 5:45 p.m.  
Sandfield Centre  
102 Derby Street West, Alexandria**

A meeting of the Community Improvement Plan (CIP) Advisory Committee (CIPAC) was held on Monday, May 7<sup>th</sup>, 2018 at 5:45 pm at the Sandfield Centre (102 Derby Street West, Alexandria).

**PRESENT:**

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

**GUESTS:**

**Glengarry Artists Collective**  
Yvonne Calloway  
Bobi Leutschaft Poitras  
Tina Whitman  
Bud Thompson

**REGRETS:**

**Nathalie-Anne Bussière**, Arts, Culture & Heritage Committee  
**Sarah Huskinson**, Chief Administrative Officer  
**Jacob Rheume**, Chief Building Officer  
**Tara Kirkpatrick**, Economic Development & Communications Officer

**1) CALL TO ORDER**

The meeting was called to order at 5: 45 p.m. by Karen Davison Wood

**2) ACCEPT THE AGENDA**

**Resolution No.: 1 Moved by: Carma Williams Seconded by: Dierdre Hill**

That the Agenda of the CIP Approvals Committee of May 7, 2018, be accepted with the addition of the letter requesting sponsorship from the Kenyon Agricultural Society.

**Carried.**

**3) DECLARATION OF CONFLICT OF INTEREST**

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

**4) RATIFICATION OF THE MINUTES OF:**

Monday, Tuesday, April 3, 2018,

**Resolution No.: 2 Moved by: Jeff Manley Seconded by: Carma Williams**

That the minutes of the April 3, 2018 meeting of the Community Improvement Plan Approvals Committee (CIPAC) meeting be accepted as presented.

**Carried.**

5) AGENDA ITEMS

**a) Delegation - Glengarry Artists Collective: Mural for the Comfort Water Treatment building.**

The Glengarry Artists Collective members presented the mural for the Township's Water Treatment Building. The CIPAC members recommend that the Glengarry Artists Collective request a delegation to Council to speak to the various projects that are supported through the Community Grants Program including the student murals and the water project.

**b) Closing CIP: 43 Main Street South, Maxville (Cameron Wohlgemuth and Carson Wohlgemuth).**

The committee noted that the design plans were never seen by the members. This stresses the importance of design plans and their role in ensuring that the projects move according to what the Committee has approved. Staff has been requested to locate the plans and ensure that the committee members receive a copy.

The committee members have requested that staff speak with the owners about painting the doors a uniform colour. This would tidy up the project and possibly add a bit of colour (if the owner chooses to use the Van Duesen Blue) to the façade.

**Resolution No. 3 Moved by: Michael Madden Seconded by: Jeff Manley**

THAT the Community Improvement Plan Advisory Committee (CIPAC) resolves that the Community Improvement Plan (CIP) Project at 43 Main Street South, in Maxville has been completed as per the recommendation approved by Council on April 10, 2017 and as per the Letter of Agreement for the Municipal Financial Incentive Program signed by the applicants, Cameron Wohlgemuth and Carson Wohlgemuth on June 29, 2017; and

THAT a total of \$3,910.71 shall be paid to Cameron Wohlgemuth and Carson Wohlgemuth. This payment represents:

- (1) The sum of \$243.75 (Two-Hundred and Forty-Three Dollars and seventy-five cents) in the form of a Planning and Design Grant (Program A).
- (2) The sum of \$3,559.50 (Three-Thousand, Five-Hundred and Fifty-Nine Dollars and Fifty Cents), in the form of a Building Improvement and Infill Grant (Program B).
- (3) The sum of \$ 107.46 (One-Hundred and Seven Dollars and Fifty Cents) in the form of a Building Permit Fee Grant Program (Program E).

**Carried.**

**c) Update on the Heritage Coordinators.**

Anne Leduc advised that three Heritage Coordinators will be working for the Township this summer. They are Jerry Chow, Krya Cooper and Alexis Kirkwood. Kyra and Alexis will be starting on May 28<sup>th</sup> and Jerry will be joining them on June 11<sup>th</sup>. They will be working on the various projects that were identified to push forward the CIP and ACH projects.

6) NEW BUSINESS

Request for sponsorship from the Kenyon Agricultural Society.

Staff suggests that the Township's Banners be displayed during the Maxville Fair and that \$2,000 be disbursed for this advertising support. This suggestion to use advertising funds instead of sponsorship funding stems from the fact that second funding stream was to be directed to activities that did not fit under the Community Grant Program.

**Resolution No. 4   Moved by: Michael Madden   Seconded by: Jeff Manley**

That the Economic Development Advisory Committee authorizes that \$2,000 be allocated from the Economic Development Budget account 1-4-1950-2034 as advertising support for the Maxville Fair 2018 organized by the Kenyon Agriculture Society.

**Carried.**

7) CORRESPONDENCE

- Letter from the Glengarry Pipes and Drums Band.
- United Counties of Stormont, Dundas & Glengarry, Economic Development First Quarter Update.
- North Glengarry Economic Development Activities Report.

8) NEXT CIPAC MEETING

- Monday, June 4, 2018, 5:45 pm, at the Sandfield Centre (102 Derby Street West, Alexandria).

9) ADJOURNMENT

The meeting was adjourned at 8:17 p.m.

**Moved by: Jeff Manley**

**Carried.**

---

Recording Secretary – Anne Leduc

---

Chair – Karen Davison-Wood



# **Section 13**

## **NEW BUSINESS**



# **Section 14**

## **NOTICE OF MOTION**



# **Section 15**

**QUESTION PERIOD**



**Section 16**

**CLOSED SESSION**

**BUSINESS**



# **Section 17**

## **CONFIRMING BY-LAW**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** June 11, 2018

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

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

That the Council of the Township of North Glengarry receive By-law 33-2018; and

That Council adopt by-law 33-2018 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 33-2018 be read a first, second, third time and enacted in Open Council this 11<sup>th</sup> day of June, 2018.

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

**MAYOR / DEPUTY MAYOR**

**Deputy Mayor:** Jamie MacDonald

**Councillor:** Jacques Massie

**Councillor:** Brian Caddell

**Councillor:** Jeff Manley

**Councillor:** Michel Depratto

**Councillor:** Carma Williams

**Mayor:** Chris McDonell

**YEA**

**NEA**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Section 17 Item a**

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

**BY-LAW 33-2018  
FOR THE YEAR 2018**

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

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

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

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

1. **THAT** the action of the Council at its regular meeting of June 11, 2018 in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law; and;
2. **THAT** the Mayor and the proper officers of the Township of North Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.
4. **THAT** where a "Confirming By-law" conflicts with other by-laws the other by-laws shall take precedence. Where a "Confirming By-Law" conflicts with another "Confirming By-law" the most recent by-law shall take precedence.

**READ** a first, second and third time, passed, signed and sealed in Open Council this 11<sup>th</sup> day of June, 2018.

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

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

I, hereby certify that the forgoing is a true copy of By-Law No. 33-2018, duly adopted by the Council of the Township of North Glengarry on the 11<sup>th</sup> day of June, 2018.

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

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



**Section 18**

**ADJOURN**

**CORPORATION OF  
THE  
TOWNSHIP OF NORTH GLENGARRY**

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

**DATE:** June 11, 2018

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

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

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

**Carried**

**Defeated**

**Deferred**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**MAYOR / DEPUTY MAYOR**

**YEA**

**NEA**

**Deputy Mayor:** Jamie MacDonald

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Jacques Massie

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Brian Caddell

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Jeff Manley

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Michel Depratto

\_\_\_\_\_

\_\_\_\_\_

**Councillor:** Carma Williams

\_\_\_\_\_

\_\_\_\_\_

**Mayor:** Chris McDonell

\_\_\_\_\_

\_\_\_\_\_

**Section 18**