

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

**Monday November 25, 2019 at 7:00 p.m. – Council Chambers
102 Derby Street West, Alexandria, Ontario K0C 1A0**

Draft Agenda

THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

1. CALL TO ORDER
2. DECLARATIONS OF PECUNIARY INTEREST
3. ACCEPT THE AGENDA (Additions/Deletions) (Jacques)
4. ADOPTION OF PREVIOUS MINUTES (Carma)
 - a) Regular Meeting of Council – November 12, 2019
 - b) Committee of the Whole Meeting – November 20, 2019

5. DELEGATION(S)

- a) Welch LLP – Presented by Ken Fraser
- b) Beyond 21 – Presented by Tish Humphries

6. STAFF REPORTS

Community Services Department

- a) Capital transfers for the MRACs (Brenda)

Treasury Department

- b) By-law 47-2019 - Rating By-law under the *Tile Drainage Act* (Michel)

Planning/Building & By-law Enforcement Department

- c) Bell Project for the construction of a 91-meter Guyed Tower (Johanne)

Fire Department

- d) By-law 48-2019 - Open Air Burning by-law (Jeff)

7. UNFINISHED BUSINESS

8. CONSENT AGENDA (Jacques)

Clerk's Dept. Workplan Update
Community Services Dept. Workplan Update
Consultation - Mill Square Park & municipal waterfront lot
Treasury's Dept. Workplan Update
Planning/Bldg. & By-law Enforcement Dept. Workplan Update
Public Works Dept. Workplan Update
Fire Dept. 2019 Workplan Update
Public Meeting Minutes - July 22, 2019
Committee of Adjustment Minutes – August 22, 2019
Planning Committee Minutes – August 22, 2019
Committee of Adjustment Minutes – September 9, 2019
Planning Committee Minutes – Sept 9, 2019

9. NEW BUSINESS

10. NOTICE OF MOTION

Next Regular Public Meeting of Council

Monday December 9, 2019 at 7:00 p.m. at the Centre Sandfield Centre, 102 Derby Street West, Alexandria, Ontario.

Note: Meeting are subject to change or cancellation.

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

12. CLOSED SESSION BUSINESS

Identifiable Individual (as this matter deals with personal matters about an identifiable individual, including municipal or local board employees they may be discussed in closed session under sections 239 (2)(b) of the *Ontario Municipal Act*);

And adopt the minutes of the Municipal Council Closed Session meeting of November 12, 2019.

13. CONFIRMING BY-LAW

a) By-law No. 49-2019 (Brenda)

14. ADJOURN (Michel)

Section 1

CALL TO ORDER

Section 2

DECLARATIONS OF PECUNIARY INTEREST

Section 3

ACCEPT THE AGENDA

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: November 25, 2019

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday November 25, 2019.

Carried _____	Defeated _____	Deferred _____
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MAYOR / DEPUTY MAYOR

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

Section 3

Section 4

ADOPTION OF PREVIOUS MINUTES

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: November 25, 2019

MOVED BY: _____

SECONDED BY: _____

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

Regular Meeting of Council – November 12, 2019
Committee of the Whole Meeting – November 20, 2019

Carried	Defeated	Deferred
_____	_____	_____

MAYOR / DEPUTY MAYOR

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

Section 4

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

REGULAR MEETING OF COUNCIL

**Tuesday November 12, 2019 at 7:00 p.m. – Council Chambers
102 Derby Street West, Alexandria, On K0C 1A0**

A Regular meeting of the Municipal Council was held on November 12, 2019 at 7:00 p.m., with Mayor Jamie MacDonald presiding.

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

ALSO, PRESENT: **CAO/Clerk** - Sarah Huskinson
Deputy Clerk – Lise Lavigne
Planner - Kasia Olszewska
Director of Community Services – Anne Leduc

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

Resolution No. 1

Moved by: Jacques Massie

Seconded by: Jeff Manley

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Tuesday November 12, 2019.

Carried

4. **ADOPTION OF PREVIOUS MINUTES**

a) Regular Meeting of Council – October 28, 2019

Resolution No. 2

Moved by: Carma Williams

Seconded by: Michel Depratto

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

Regular Meeting of Council – October 28, 2019

Carried

5. **DELEGATIONS**

6. STAFF REPORTS

Community Services Department

a) CIP Application – 124-126 Main St. S., Alexandria

Resolution No. 3

Moved by: Brenda Noble

Seconded by: Michel Depratto

THAT Council receives Staff Report No. CS-2019-30; and

THAT Council of the Township of North Glengarry approves the Community Improvement Plan Project at 124-126 Main Street South, in Alexandria as submitted by the applicants Kevin van den Oetelaar and Steven van den Oetelaar.

- Program B – Building Improvement Grant representing a matching grant of 50%, up to a maximum of \$5,067.05 towards works on two (2) façades;
- Program C – Civic Address Grant representing two civic signs provided by the municipality as part of its civic sign program; and
- Program G – Municipal Loan in the amount of \$10,000.

Carried

b) CIP Application – 1 Main St. S., Alexandria

Resolution No. 4

Moved by: Jeff Manley

Seconded by: Johanne Wensink

THAT Council receives Staff Report No. CS-2019-31; and

THAT Council of the Township of North Glengarry approves the Community Improvement Plan Project at 1 Main Street South, in Alexandria as submitted by the applicant Jean Vaillancourt of Vaella Holdings Inc.

- Program B – Building Improvement Grant representing a matching grant of 50%, up to a maximum of \$3,394.45 towards works on two (2) façades;
- Program C – Civic Address Grant representing two civic signs provided by the municipality as part of its civic sign program;
- Program E – Building Permit Grant for 100% up to \$288; and
- Program G – Municipal Loan in the amount of \$4,777.28.

Carried

c) CIP Application – 88 St Paul St., Alexandria

Resolution No. 5

Moved by: Michel Depratto

Seconded by: Brenda Noble

THAT Council receives Staff Report No. CS-2019-32; and

THAT Council of the Township of North Glengarry approves the Community Improvement Plan Project at 88 St. Paul Street, in Alexandria as submitted by the applicants Lyn Lacombe and Robert Lecuyer:

- Program B – Building Improvement Grant representing a matching grant of 50%, up to a maximum of \$7,242.50 towards works on two (2) façades;
- Program C – Civic Address Grant representing one civic sign provided by the municipality as part of its civic sign program;
- Program D – Landscaping Grant representing a matching grant of 50% up to a maximum of \$2,000.00;
- Program D – Public Art Grant representing a matching grant of 50% up to a maximum of \$1,000.00;
- Program E – Building Permit Fee Grant representing a matching grant of 100% up to maximum of \$750.00; and
- Program G – Municipal Loan in the amount of \$9,665.30.

Requirement:

THAT the final artwork for the stained-glass window must be submitted to the Arts, Culture and Heritage Committee for review and final approval before it is commissioned and installed.

Carried

d) CIP Application – 169 Main St. N., Alexandria

Resolution No. 6

Moved by: Johanne Wensink

Seconded by: Jeff Manley

THAT Council receives Staff Report No. CS-2019-33; and

THAT Council of the Township of North Glengarry approves the Community Improvement Plan Project at 169 Main Street North as submitted Eric Dauner, signing authority for White Rock Motel Inc.

- Program B – Building Improvement Grant representing a matching grant of 50%, up to a maximum of \$1,996.98 towards works on one (1) façade;
- Program C – Civic Address Grant representing one civic sign provided by the municipality as part of its civic sign program; and
- Program E – Building Permit Fee Grant representing a matching grant of 100% up to maximum of \$750.00.

Carried

e) CIP Application – 1645 County Road 30, Greenfield

Resolution No. 7

Moved by: Carma Williams

Seconded by: Michel Depratto

THAT Council receives the Staff Report No. CS-2019-34; and

THAT Council of the Township of North Glengarry approves the recommendation from the Arts, Culture and Heritage Committee for a six (6) month extension from November 12, 2019 to May 12, 2020 for the Community Improvement Plan project at 1645 County Road 30 in Greenfield.

Carried

f) Development and Marketing Plan

Resolution No. 8

Moved by: Jacques Massie

Seconded by: Jeff Manley

THAT Council receives Staff Report No. CS-2019-35; and

THAT Council approves the sum of \$30,000 as part of its 2020 budget exercise to hire a consultant to create a Development and Marketing Plan for North Glengarry.

Carried

g) 2020 Community Grants

Resolution No. 9

Moved by: Brenda Noble

Seconded by: Michel Depratto

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2019-36; and

That Council approves the following grants conditional to the approval of Community Grant Program funding in the 2020 municipal budget.

Applicant	Community Grant Funding Amount	In Kind Approved
Centre Lochiel Centre	\$3,500.00	
Dalkeith Historical Society	\$1,500.00	
Friends of the King George Park	\$ 850.00	
Glengarry Artists Collective	\$3,235.00	\$765.00
Glengarry Earth Day	\$1,000.00	\$1,159.00
Glengarry Historical Society et al.	\$2,800.00	
Kenyon Agricultural Society	\$3,500.00	
MCM Festival	\$3,500.00	\$1,746.00
	\$19,885.00	\$3,670.00

Carried

Planning/Building & By-law Enforcement Department

h) Proposed Settlement – SDG Official Plan Modifications 6 and 13

Resolution No. 10

Moved by: Jeff Manley

Seconded by: Johanne Wensink

THAT the Council of the Township of North Glengarry endorses the agreed-to wording for Modifications 6 and 13 as part of United Counties of Stormont Dundas and Glengarry LPAT Settlement and directs staff to present the proposed settlements to the Local Planning Appeals Tribunal.

Carried

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

- a) Community Development Committee Minutes – September 25, 2019
- b) Arts, Culture and Heritage Committee Minutes – October 16, 2019

Resolution No. 11

Moved by: Michel Depratto

Seconded by: Brenda Noble

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

Carried

9. NEW BUSINESS

10. NOTICE OF MOTION – Next Meeting of Council, Monday November 25, 2019

11. QUESTION PERIOD

12. CLOSED SESSION BUSINESS

Resolution No. 12

Moved by: Johanne Wensink

Seconded by: Jeff Manley

Proceed "In Closed Session",

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

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

And adopt the minutes of the Municipal Council Closed Session meeting of October 15, 2019.

Carried

Resolution No. 13

Moved by: Jacques Massie

Seconded by: Jeff Manley

That we return to the Regular Meeting of Council at 9:19 p.m.

13. CONFIRMING BY-LAW

- a) By-law 46-2019

Resolution No. 14

Moved by: Johanne Wensink

Seconded by: Jeff Manley

That the Council of the Township of North Glengarry receive By-law 46-2019; and

That Council adopt by-law 46-2019 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 46-2019 be read a first, second, third time and enacted in Open Council this 12th day of November 2019.

Carried

14. ADJOURN

Resolution No. 15

Moved by: Jacques Massie

Seconded by: Jeff Manley

There being no further business to discuss, the meeting was adjourned at 9:20 p.m.

Carried

CAO/Clerk/ Deputy Clerk

Mayor / Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Committee of the Whole Meeting

**Wednesday November 20, 2019 at 3:00 p.m. – Council Chambers
102 Derby Street West, Alexandria, On K0C 1A0**

A Committee of the Whole Meeting was held on November 20, 2019 at 3:00 p.m., with Mayor – Jamie MacDonald presiding.

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

ALSO PRESENT: **CAO/Clerk** - Sarah Huskinson
Deputy Clerk – Lise Lavigne
Director of Community Services – Anne Leduc
Director of Finance / Treasurer – Kimberley Champigny
Planning/Building & By-law Enforcement Manager – Jacob Rhéaume
Planner – Kasia Olszewska
Public Work Manager – Michel Riberdy
North Glengarry Fire Chief – Matthew Roy

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

Resolution No. 1

Moved by: Carma Williams

Seconded by: Michel Depratto

The Committee Members accepts the agenda of the Committee of the Whole on Wednesday November 20, 2019.

Carried

4. DELEGATIONS

5. STAFF REPORTS

CAO/Clerk's Department

a) Clerk's Dept. Workplan Update

Resolution No. 2

Moved by: Jacques Massie

Seconded by: Johanne Wensink

THAT the Committee of the Whole receives Staff Report No. AD-2019-21 CAO/Clerk 2019 Workplan.

Carried

Community Services Department

b) Community Services Department Update – Workplan

Resolution No. 3

Moved by: Brenda Noble

Seconded by: Michel Depratto

THAT the Committee of the Whole receives Staff Report No. CS-2019-14 Community Services Department 2019 Workplan – October update.

Carried

c) Consultation – Mill Square Park & municipal waterfront lot

Resolution No. 4

Moved by: Jeff Manley

Seconded by: Johanne Wensink

THAT the Committee of the Whole receives Staff Report No. CS-2019-15 - Consultation – Mill Square Park & municipal waterfront lot.

Carried

Treasury Department

d) Treasurer Update – Workplan

Resolution No. 5

Moved by: Michel Depratto

Seconded by: Brenda Noble

THAT the Committee of the Whole receives Staff Report No. COW-TR-2019-32 the Director of Finance/Treasurer 2019 Workplan updated for October.

Carried

Planning/Building & By-law Enforcement Department

- e) **Planning/Building & By-law Enforcement 2019 Workplan Update**

Resolution No. 6

Moved by: Johanne Wensink

Seconded by: Jacques Massie

THAT the Committee of the Whole receives Staff Report No. BP-2019-39 – Planning/Building & By-law Enforcement update – 2019 Workplan.

Carried

- f) **Short Term Rentals**

Resolution No. 7

Moved by: Carma Williams

Seconded by: Michel Depratto

That the Committee of the Whole receives Staff Report No. BP-2019-38 – Short Term Rentals; and

That the Committee of the Whole recommends that the Council for the Township of North Glengarry approves the proposed Option 1.

Carried

Public Works Department

- g) **Public Works Update - Workplan**

Resolution No. 8

Moved by: Jacques Massie

Seconded by: Johanne Wensink

THAT the Committee of the Whole receives Staff Report No. PW 2019-22 - Public Works update – 2019 November Workplan.

Carried

Fire Department

h) Fire Dept. 2019 Workplan Update

Resolution No. 9

Moved by: Jeff Manley

Seconded by: Johanne Wensink

THAT the Committee of the Whole receives Staff Report No. COW FD 2019-04 – Fire Dept. – 2019 Workplan update.

Carried

i) Open air burn by-law

Resolution No. 10

Moved by: Brenda Noble

Seconded by: Michel Depratto

THAT the Committee of the Whole recommends the Council of the Township of North Glengarry approve the new Open Air Burn By-law effective January 1st, 2020.

Carried

6. UNFINISHED BUSINESS

7. OTHER BUSINESS

8. MATTERS ARISING FROM STANDING COMMITTEES

Bob Linney gave an update on the Recreation

Councillor Michel Depratto gave an update on the Raisin Region Conservation Authority

Councillor Jacques Massie gave an update on the Maxville Manor

Councillor Brenda Noble gave an update on the Glengarry Pioneer Museum.

Mayor Jamie MacDonald gave an update on the Glengarry Archives.

Councillor Jeff Manley gave an update on the Arts, Culture & Heritage.

Deputy Mayor Carma Williams gave an update on the County Council.

Councillor Johanne Wensink gave an update on the Friends of the Trails.

Deputy Mayor Carma Williams gave an update on the Community Development

9. NOTICE OF MOTION – Next Committee of the Whole Meeting, December 18, 2019 -
CANCELLED

10. CLOSED SESSION BUSINESS

11. ADJOURNMENT

Resolution No. 11

Moved by Michel Depratto

Seconded by: Brenda Noble

There being no further business to discuss, the meeting was adjourned at 4:44 p.m.

Carried

CAO/Clerk/ Deputy Clerk

Mayor – Jamie MacDonald

Section 5

DELEGATIONS

FINANCIAL STATEMENTS

For the

PALAIS DES SPORTS GLENGARRY SPORTS PALACE

For year ended

DECEMBER 31, 2018

DRAFT

PALAIS DES SPORTS GLENGARRY SPORTS PALACE

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DECEMBER 31, 2018

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DRAFT

INDEPENDENT AUDITOR'S REPORT

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

Opinion

We have audited the accompanying financial statements of the **Palais des Sports Glengarry Sports Palace** (the Palace), which comprise the statement of financial position as at December 31, 2018, and the statements of operations, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Palace as at December 31, 2018 and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Palace in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Palace's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Palace or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Palace's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Palace's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Palace's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Palace to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Cornwall, Ontario
November 12, 2019

**CHARTERED PROFESSIONAL ACCOUNTANTS
LICENSED PUBLIC ACCOUNTANTS**

PALAIS DES SPORTS GLENGARRY SPORTS PALACE

STATEMENT OF FINANCIAL POSITION

DECEMBER 31, 2018

	<u>2018</u>	<u>2017</u>
Financial assets		
Cash	\$ 3,380	\$ 30,351
Accounts receivable	44,254	45,483
Inventory for resale	10,385	8,917
Due from participating municipality (note 7)	-	<u>62,544</u>
	<u>58,019</u>	<u>147,295</u>
Financial liabilities		
Temporary borrowings (note 2)	50,000	-
Accounts payable and accrued liabilities	36,868	77,122
Deferred revenue	5,770	9,544
Due to participating municipality (note 7)	<u>35,206</u>	<u>6,914</u>
	<u>127,844</u>	<u>93,580</u>
Net financial assets (liabilities)	<u>(69,825)</u>	<u>53,715</u>
Non-financial assets		
Tangible capital assets (note 3)	850,114	898,399
Prepaid expenses	-	<u>2,740</u>
	<u>850,114</u>	<u>901,139</u>
Accumulated surplus (note 4)	<u>\$780,289</u>	<u>\$954,854</u>

The accompanying notes are an integral part of these financial statements.

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(See accompanying notes)

PALAIS DES SPORTS GLENGARRY SPORTS PALACE

STATEMENT OF OPERATIONS

YEAR ENDED DECEMBER 31, 2018

	<u>2018</u> <u>Budget</u> (Note 5)	<u>2018</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>
Operating revenues			
Government transfers - operating (note 6)	\$ 292,670	\$ 219,502	\$ 206,195
Rentals - ice	207,000	214,843	216,077
Rentals - other	20,130	23,180	16,161
Other revenues per Schedule A	99,500	126,530	93,190
Donations, advertising and miscellaneous income	<u>14,350</u>	<u>16,196</u>	<u>13,153</u>
	<u>633,650</u>	<u>600,251</u>	<u>544,776</u>
Operating expenditures			
Amortization	77,500	77,500	76,156
General expenses	10,500	11,137	12,677
Insurance	13,500	13,718	13,375
Interest and bank charges	1,000	316	651
Office	8,300	12,530	7,893
Other expenses per Schedule A	49,450	65,464	38,583
Professional fees	3,000	4,000	4,484
Repairs and maintenance	76,500	88,129	80,744
Salaries, wages and benefits	286,200	270,556	258,823
Travelling and convention	4,500	3,327	5,431
Utilities	<u>135,700</u>	<u>137,303</u>	<u>131,728</u>
	<u>666,150</u>	<u>683,980</u>	<u>630,545</u>
Net operating expenditures	(32,500)	(83,729)	(85,769)
Government transfers - other (note 6)	<u>-</u>	<u>(90,836)</u>	<u>59,513</u>
Annual deficit	(32,500)	(174,565)	(26,256)
Accumulated surplus at beginning of year	<u>954,854</u>	<u>954,854</u>	<u>981,110</u>
Accumulated surplus at end of year	<u>\$ 922,354</u>	<u>\$ 780,289</u>	<u>\$ 954,854</u>

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(See accompanying notes)

PALAIS DES SPORTS GLENGARRY SPORTS PALACE
STATEMENT OF CHANGES IN NET FINANCIAL ASSETS (LIABILITIES)
YEAR ENDED DECEMBER 31, 2018

	<u>2018</u> <u>Budget</u> <small>(Note 5)</small>	<u>2018</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>
Annual deficit	\$ (32,500)	\$ (174,565)	\$ (26,256)
Amortization of tangible capital assets	77,500	77,500	76,156
Acquisition of tangible capital assets	(45,000)	(29,215)	(49,900)
Change in prepaid expenses	<u>-</u>	<u>2,740</u>	<u>(2,740)</u>
Decrease in net financial assets	-	(123,540)	(2,740)
Net financial assets at beginning of year	<u>53,715</u>	<u>53,715</u>	<u>56,455</u>
Net financial assets (liabilities) at end of year	<u>\$ 53,715</u>	<u>\$ (69,825)</u>	<u>\$ 53,715</u>

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(See accompanying notes)

PALAIS DES SPORTS GLENGARRY SPORTS PALACE

STATEMENT OF CASH FLOWS

YEAR ENDED DECEMBER 31, 2018

	<u>2018</u>	<u>2017</u>
Cash flows from operating activities		
Annual deficit	\$174,565)	\$ (26,256)
Items not affecting cash:		
Amortization	<u>77,500</u>	<u>76,156</u>
	(97,065)	49,900
Net changes in non-cash working capital items:		
Accounts receivable	1,229	23,062
Inventory for resale	(1,468)	(4,179)
Prepaid expenses	2,740	(2,740)
Accounts payable and accrued liabilities	(40,254)	34,242
Deferred revenue	<u>(3,774)</u>	<u>1,314</u>
	<u>138,592)</u>	<u>101,599</u>
Cash flows from capital activities		
Acquisition of tangible capital assets	<u>(29,215)</u>	<u>(49,900)</u>
Cash flows from financing activities		
Temporary borrowings	50,000	-
Change in due to (from) participating municipalities	<u>90,836</u>	<u>(59,513)</u>
	<u>140,836</u>	<u>(59,513)</u>
Decrease in cash	(26,971)	(7,814)
Cash at beginning of year	<u>30,351</u>	<u>38,165</u>
Cash at end of year	<u>\$ 3,380</u>	<u>\$ 30,351</u>

DRAFT

(See accompanying notes)

PALAIS DES SPORTS GLENGARRY SPORTS PALACE

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2018

NATURE OF OPERATIONS

The Palais des Sports Glengarry Sports Palace (the "Palace") was established in 1976 for the construction and management of a community centre under the Community Recreation Centres Act, R.S.O. 1990. Under an agreement made in 2001 the Palace receives government transfers from the participating municipalities of the Township of North Glengarry and the Township of South Glengarry at the rates of 75% and 25% of net expenditures respectively. Subsequent to the year-end the participating municipalities have agreed upon a revised agreement (see note 11).

1. SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Palace are prepared by management in accordance with Canadian public sector accounting standards and include the following significant accounting policies:

Basis of accounting

These financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting recognizes revenues as they are earned and measurable. Expenses are recognized as they are incurred and measurable based upon cost of goods or services acquired.

Revenue recognition

Rental revenues are recognized over term of the rental contract. Other revenues are recognized at the time of sale.

Government transfers

Government transfers are recognized as revenues or expenditures in the period in which the events giving rise to the transfer occurred, provided the transfers are authorized, any eligibility criteria have been met by the recipient, and a reasonable estimates of the amounts can be made.

Inventory for Resale

Inventory for resale is recorded at the lower of cost and net realizable value.

Reserve for future capital expenditures

Certain amounts, as approved by the Board of Directors and the participating municipalities, are set aside for future capital expenditures. Transfers to and from reserves are recorded as an adjustment to the reserve when approved.

Use of Estimates

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. These estimates are reviewed periodically and adjustments are made as appropriate in the year they become known. Management makes accounting estimates when determining the estimated useful life of the Palace's tangible capital assets and its allowance for doubtful accounts. Actual results could differ from those estimates.

PALAIS DES SPORTS GLENGARRY SPORTS PALACE

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2018

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

Tangible capital assets

Tangible capital assets are recorded at cost, which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized over their estimated useful life as follows:

- Building - 2.5% declining balance
- Parking lot - 5% declining balance
- Machinery and equipment - 10% declining balance

Assets under construction are not amortized until the asset is available for productive use, at which time they are capitalized.

2. TEMPORARY BORROWING

	<u>2018</u>	<u>2017</u>
Line of credit - Township of North Glengarry	<u>\$ 50,000</u>	<u>\$ -</u>

The Palace has an authorized revolving line of credit facility of \$150,000 with the Township of North Glengarry bearing no interest. The Palace also has an authorized revolving line of credit facility of \$50,000 with its main financial institution which bears interest at prime and was unused at year-end.

3. TANGIBLE CAPITAL ASSETS

<u>Cost</u>	<u>Balance December 31, 2017</u>	<u>Additions</u>	<u>Disposals</u>	<u>Balance December 31, 2018</u>
Building	\$ 1,603,683	\$ 4,685	\$ -	\$ 1,608,368
Equipment	686,489	24,530	-	711,019
Parking lot	17,400	-	-	17,400
	<u>\$ 2,307,572</u>	<u>\$ 29,215</u>	<u>\$ -</u>	<u>\$ 2,336,787</u>

<u>Accumulated Amortization</u>	<u>Balance December 31, 2017</u>	<u>Amortization Expense</u>	<u>Disposals</u>	<u>Balance December 31, 2018</u>
Building	\$ 1,063,496	\$ 40,209	\$ -	\$ 1,103,705
Equipment	334,367	35,551	-	369,918
Parking lot	11,310	1,740	-	13,050
	<u>\$ 1,409,173</u>	<u>\$ 77,500</u>	<u>\$ -</u>	<u>\$ 1,486,673</u>

<u>Net book value</u>	<u>December 31, 2017</u>		<u>December 31, 2018</u>
Building	\$ 540,187		\$ 504,663
Equipment	352,122		341,101
Parking lot	6,090		4,350
	<u>\$ 898,399</u>		<u>\$ 850,114</u>

PALAIS DES SPORTS GLENGARRY SPORTS PALACE

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2018

4. ACCUMULATED SURPLUS

Accumulated surplus consists of the following:

	<u>Accumulated</u> <u>Operating</u> <u>Deficit</u>	<u>Invested in</u> <u>Tangible</u> <u>Capital Assets</u>	<u>Reserve for</u> <u>Future Capital</u> <u>Expenditures</u>	<u>Accumulated</u> <u>Surplus</u>
Balance, beginning of year	\$ -	\$ 898,399	\$ 56,455	\$ 954,854
Annual deficit	(97,065)	(77,500)	-	(174,565)
Acquisition of tangible capital assets	<u>(29,215)</u>	<u>29,215</u>	<u>-</u>	<u>-</u>
Balance, end of year	<u>\$(126,280)</u>	<u>\$ 850,114</u>	<u>\$ 56,455</u>	<u>\$ 780,289</u>

5. BUDGETED FIGURES

The budgeted figures are presented for comparison purposes as prepared and approved by the Board of Directors. The budgeted figures have been adjusted from the cash basis of accounting as originally prepared and have been restated as follows to conform with Canadian public sector accounting standards:

	<u>2018</u>
Annual surplus as budgeted	\$ -
Add capital expenditures expensed	45,000
Less amortization of tangible capital assets not recorded	<u>(77,500)</u>
Annual operating deficit as presented on the statement of operations	<u>\$(32,500)</u>

6. GOVERNMENT TRANSFERS

	<u>2018</u> <u>Budget</u>	<u>2018</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>
Government transfers - operating			
Township of North Glengarry	\$ 219,502	\$ 219,502	\$ 206,195
Township of South Glengarry	<u>73,168</u>	<u>-</u>	<u>-</u>
	<u>\$ 292,670</u>	<u>\$ 219,502</u>	<u>\$ 206,195</u>

	<u>2018</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>
Government transfers - other		
2018 net recoverable from Township of South Glengarry	\$ 63,737	\$ -
2018 net repayable to Township of North Glengarry	(28,292)	-
2017 net recoverable from Township of South Glengarry	-	66,427
2017 net repayable to Township of North Glengarry	-	(6,914)
Amounts forgiven under subsequent agreement (note 11)	<u>(126,281)</u>	<u>-</u>
	<u>\$ (90,836)</u>	<u>\$ 59,513</u>

PALAIS DES SPORTS GLENGARRY SPORTS PALACE

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2018

7. DUE FROM/TO PARTICIPATING MUNICIPALITIES

Under an agreement made in 2001 the Palace receives government transfers from the participating municipalities of the Township of North Glengarry and the Township of South Glengarry at the rates of 75% and 25% of net expenditures respectively. In 2015 the Township of South Glengarry passed a resolution to relinquish its 25% participation in the Palace. No government transfers were received from the Township of South Glengarry in 2017 or 2018. Subsequent to the year-end a revised agreement was approved by both participating municipalities (note 11). As part of the revised agreement net recoverable amounts for 2017 and 2018 from the Township of South Glengarry have been written off.

	<u>2018</u>	<u>2017</u>
Net expenditures before government transfers:		
Net operating expenditures per statement of operations	\$ 83,729	\$ 85,769
Less: current year's amortization expense included	(77,500)	(76,156)
Add: current year's tangible capital asset purchases	<u>29,215</u>	<u>49,900</u>
	35,444	59,513
Add: current year government transfers received (note 6)	<u>219,502</u>	<u>206,195</u>
	<u>\$ 254,946</u>	<u>\$ 265,708</u>
<u>Allocated per agreement:</u>		
Township of North Glengarry - 75%	\$ 191,210	\$ 199,281
Township of South Glengarry - 25%	<u>63,737</u>	<u>66,427</u>
	<u>\$ 254,947</u>	<u>\$ 265,708</u>

	<u>2018</u>	<u>2017</u>
Due from/(to) the Township of North Glengarry		
Net expenditures before government transfers - allocated	\$ 191,210	\$ 199,281
Government transfers received in year (note 6)	<u>(219,502)</u>	<u>(206,195)</u>
Net repayable	(28,292)	(6,914)
Balance, beginning of year	<u>(6,914)</u>	<u>-</u>
Balance, end of year	<u>\$ (35,206)</u>	<u>\$ (6,914)</u>

	<u>2018</u>	<u>2017</u>
Due from/(to) the Township of South Glengarry		
Net expenditures before government transfers - allocated	\$ 63,737	\$ 66,427
Government transfers received in year (note 6)	<u>-</u>	<u>-</u>
Net recoverable	63,737	66,427
Balance, beginning of year	<u>62,544</u>	<u>(3,883)</u>
Balance before adjustments	126,281	62,544
Amounts forgiven under new agreement (note 11)	<u>(126,281)</u>	<u>-</u>
Balance, end of year	<u>\$ -</u>	<u>\$ 62,544</u>

PALAIS DES SPORTS GLENGARRY SPORTS PALACE

NOTES TO FINANCIAL STATEMENTS

YEAR ENDED DECEMBER 31, 2018

8. PENSION AGREEMENTS

The Palace makes contributions to the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer plan, on behalf of its employees. The plan is a defined benefit plan which specifies the amount of the retirement benefit to be received by the employees, based on length of service and rates of pay. OMERS provides pension services to approximately 1,000 employers and 480,000 plan members.

Each year an independent actuary determines the funding status of the OMERS pension plan (the Plan) by comparing the actuarial value of the invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2018. The results of this valuation disclosed total actuarial liabilities of \$100,081 million in respect of defined benefit obligations with actuarial assets of \$95,890 million indicating an actuarial deficit of \$4,191 million. Because OMERS is a multi-employer plan, any pension plan surpluses or deficits are a joint responsibility of employers and plan members participating in the Plan. The Palace has adopted defined contribution plan accounting principles for this plan because insufficient information is available to apply defined benefit plan accounting principles. As a result, the Palace does not recognize any share of the OMERS pension deficit.

The amount contributed to OMERS for 2018 was \$7,764 (2017 - \$9,835) for current service and is included as an expenditure on the statement of operations.

9. ECONOMIC DEPENDENCE

The organization receives a significant portion of its revenues from participating municipalities. Any significant reduction of this revenue would negatively impact the current operations of the organization.

10. SEGMENTED DISCLOSURE

The organization is a single-purpose entity and as such, no segmented disclosure is required.

11. SUBSEQUENT EVENT

Subsequent to the year-end the Township of North Glengarry and the Township of South Glengarry have entered into an agreement whereby the Township of South Glengarry will transfer all of its rights, title and interest in the Palace to the Township of North Glengarry for a consideration of \$2. As part of the agreement The Township of South Glengarry is also committed to paying the Township of North Glengarry \$50,000 annually from 2019 to 2030 with a final payment of \$25,000 in 2031. Amounts receivable from the Township of South Glengarry for its 2017 and 2018 allocations have been forgiven under this agreement.

PALAIS DES SPORTS GLENGARRY SPORTS PALACE

SCHEDULE A

OTHER REVENUES AND EXPENSES

YEAR ENDED DECEMBER 31, 2018

	<u>2018 Budget</u>	<u>2018 Actual</u>	<u>2017 Actual</u>
Other revenues:			
Bar	\$ 38,000	\$ 30,687	\$ 40,813
Canteen	32,000	42,508	24,912
Vending machine	1,500	-	737
Skate sharpening	6,000	5,991	6,700
Little Nashville	14,000	-	11,723
4x4 Hockey	8,000	4,438	8,305
Yoga	-	8,199	-
Special events	-	34,707	-
	<u>\$ 99,500</u>	<u>\$ 126,530</u>	<u>\$ 93,190</u>
Other expenses:			
Bar	\$ 22,000	\$ 16,085	\$ 15,720
Canteen	15,500	18,379	12,762
Vending machine	-	-	-
Skate sharpening	700	821	576
Little Nashville	9,000	-	7,275
4x4 Hockey	2,250	605	2,250
Yoga	-	4,535	-
Special events	-	25,039	-
	<u>\$ 49,450</u>	<u>\$ 65,464</u>	<u>\$ 38,583</u>
Other revenues net of related expenses	<u>\$ 50,050</u>	<u>\$ 61,066</u>	<u>\$ 54,607</u>
Represented by:			
Bar	\$ 16,000	\$ 14,602	\$ 25,093
Canteen	16,500	24,129	12,150
Vending machine	1,500	-	737
Skate sharpening	5,300	5,170	6,124
Little Nashville	5,000	-	4,448
4x4 Hockey	5,750	3,833	6,055
Yoga	-	3,664	-
Special events	-	9,668	-
	<u>\$ 50,050</u>	<u>\$ 61,066</u>	<u>\$ 54,607</u>

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(See accompanying notes)



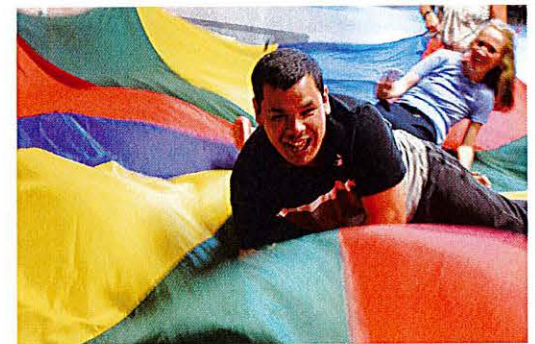
The Hub for Beyond 21 Foundation


OUR VISION IS TO SEE ADULTS WITH DEVELOPMENTAL DISABILITIES CONNECTED,
RESPECTED, AND CONTRIBUTING TO COMMUNITY.

WWW.BEYOND21.ORG

Why do we exist?

- ▶ At the age of 21 adults with developmental disabilities 'age out' of the school system
- ▶ Statistics show that individuals with a developmental disability that go home at the age of twenty one with no stimulation suffer from isolation, regression and depression.
- ▶ 12 years ago, board President, Tish Humphries started to search for options for her daughter, Emma, once she graduated high school.
What she discovered was ...





“I began to research what opportunities there would be available for her. Emma’s Dad is a full time farmer; I was employed at a job I loved also full time. My search did not take long; I was overwhelmed, horrified and shocked. There was “Nothing” for Emma. I didn’t sleep for a month worrying about her future. Emma did not want to stay home with me every day, I would have to quit my job, she would not have any friendship opportunities, and her future was grim.”



“We have Montessori and Nursery School for the pre-school, we have colleges, universities and trade schools for postsecondary and we have Encore for the retired, yet there was nothing to meet the special needs of our adult children post the age of Twenty One.”



THE HUB FOR BEYOND 21 FOUNDATION
BELIEVES THAT COMMUNITY IS A PLACE
WHERE EVERYONE BELONGS.

We know that adults with
developmental disabilities have hopes
and dreams, the same as anyone else.
We exist to see these dreams
achieved!

Who we work with

- Adults 21 + years of age who have a developmental disability
- People who want to build peer and community connections
- People who want to discover our community and how they can give back to the place they call home
- Adults with limitless potential
- Adults who have the talent, skill, and gifts to impact our community for positive change and growth



What we do



Home Skills

Meal planning and preparation
Nutrition, cleaning, laundry and more



Life Connections

Social skills, budgeting,
community safety, community
based activities, and more



Leisure/Recreation

Creative and Visual Arts
Physical recreation, games,
community recreation, and more

Our Future



1924 Pitt Street, Cornwall, “a Place to Belong”

- a fully accessible building purposefully designed to meet the sensory and physical needs of adults who have a developmental disability
- A safe place to connect with friends and with the community

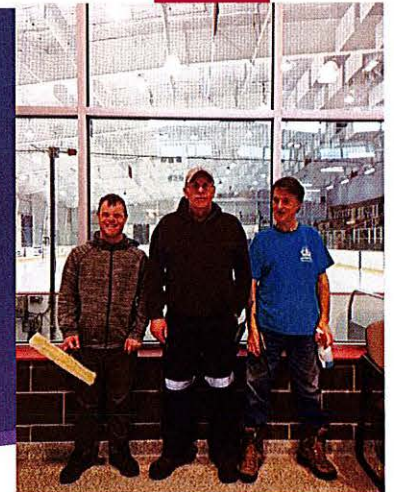
a Place to Belong

- ▶ **Belonging** means acceptance as a member or part. Such a simple word for huge a concept. A sense of **belonging** is a basic human need.
- ▶ Did you know that it has only been 10 years since institutions for adults with developmental disabilities closed in Ontario?
- ▶ Did you know those institutions were 'home' for 135 years?
- ▶ As a result, for 135 years, we lived without interacting with adults who have a developmental disability in our communities.

It is time for this to change and for all people to know they have a place to belong in our community!



Your investment will bring results!



- Adults with a developmental disability will have a safe place to connect with friends and with the community.
- Family members/caregivers will have a greater peace and security in regards to the future of their adult child.
- Adults with developmental disabilities and their caregivers will have increased network of peer and professional relationships.
- Adults with developmental disabilities will experience increased participation and contribution in community activities with other citizens.
- Together we will create a more inclusive community with fewer barriers where everyone has *“a Place to Belong.”*

Katrina shares
her thoughts on
the impact of an
inclusive
community:



"Do not limit me because I have Down Syndrome. I am a free woman who deserves to be treated with respect and love. I am a kick butt intelligent woman.

I may be a disabled Down syndrome adult, but I will never give up on one opportunity because I believe that everybody can make their own destinies come true.

Anything is possible as long as we have each other."



How you can help

E transfer: donate@beyond21.org

Mail: Beyond 21, PO Box 1901 Stn Main, Cornwall, ON, K6H 6N6

Credit Card: online at www.beyond21.org/donate

Section 6

STAFF REPORTS

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: November 25, 2019

MOVED BY: _____

SECONDED BY: _____

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2019-37; and

THAT Council approves the Capital Budget transfers recommended by the Recreation Advisory Committee according to the information listed below:

Transfer to Glen Robertson to proceed with the installation of the boiler	\$1,442
• \$1,000 from Laggan Recreation	
• \$442 from Greenfield Recreation	

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

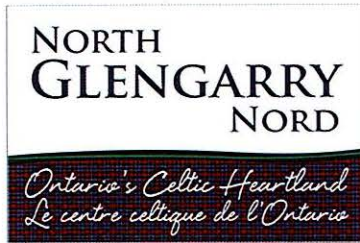
Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 6 Item a



STAFF REPORT TO COUNCIL

Report No: CS-2019-37

November 25, 2019

From: Anne Leduc – Director of Community Services

RE: MRAC 2019 Capital Transfers

Recommended Motion:

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2019-37; and

THAT Council approves the Capital Budget transfers recommended by the Recreation Advisory Committee according to the information listed below:

Transfer to Glen Robertson to proceed with the installation of the boiler	\$1,442
• \$1,000 from Laggan Recreation	
• \$442 from Greenfield Recreation	

Background / Analysis:

Council approved the Municipal Recreation Association Committee's Capital Budget of \$66,600 for 2019. The Municipal Recreation Associations have reviewed their final capital project plans for 2019.

Requests for capital adjustments were received from the Recreation Associations during their November 14th meeting which recommended the following motion for Council's consideration:

- That \$1,000 from Laggan Recreation and \$442 from Greenfield Recreation be transfer to Glen Robertson Recreation to proceed with the installation of the boiler.

Alternatives:

Option 1 – Recommended – That Council approves this resolution

Or

Option 2 – Not recommended – That Council does not approve this resolution

Financial Implications:

The funds remain within the same Capital Budget envelope and do not increase nor decrease the whole of the Capital funding for the Municipal Recreation Associations as allocated by Council.

Attachments & Relevant Legislation:

N/A

Others consulted:

Kimberley Goyette – Director of Finance / Treasurer

Signed by Sarah Huskinson – CAO / Clerk

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: November 25, 2019

MOVED BY: _____

SECONDED BY: _____

THAT Council adopt by-law 47-2019 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

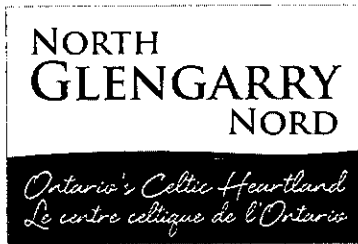
That By-law 47-2019 be read a first, second, third time and enacted in Open Council this 25th day of November 2019.

Carried	Defeated	Deferred
_____	_____	_____

MAYOR / DEPUTY MAYOR

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

Section 6 Item b



STAFF REPORT TO COUNCIL

Report No: TR-2019-33

November 19, 2019

From: Kim Goyette - Director of Finance/Treasurer

RE: Rating Bylaw under the *Tile Drainage Act*

Recommended Motion:

THAT Council adopt by-law #47-2019 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 #47-2019 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 #47-2019.

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.

Signed 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 47-2019

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 \$26,600.00 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 2019-Nov-25
yyyy/mm/dd

Second Reading 2019-Nov-25
yyyy/mm/dd

Provisionally adopted this 25 day of November, 2019

Mayor Jamie MacDonald

Name of Head of Council

Signature

Sarah Huskinson

Name of Clerk

Signature

Third Reading 2019-Nov-25

Enacted this 25 day of November, 2019

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

TILE DRAINAGE DEBENTURE

Tile Drainage Act, R.S.O. 1990, c. T.8, subs. 2(1)

\$26,600.00

No. 2019-02

The Corporation of the Township of North Glengarry hereby promises to pay to the Minister of Finance, the principal sum of \$26,600.00 of lawful money of Canada, together with interest thereon at the rate of 6 per cent per annum in ten equal instalments of \$3,614.09 on the 1st day of December, in the years 2020 to 2029, both inclusive.

The right is reserved to The Corporation of the Township of North Glengarry to prepay this debenture in whole or in part at any time or times on payment, at the place where and in the money in which this debenture is expressed to be payable, of the whole or any amount of principal and interest owing at the time of such prepayment.

This debenture, or any interest therein, is not, after a Certificate of Ownership has been endorsed thereon by the Treasurer of this Corporation, or by such other person authorized by by-law of this Corporation to endorse such Certificate of Ownership, transferable.

Dated at the Township of North Glengarry in the Province of Ontario, this 1st day of December, 2019, under the authority of By-law No. 42-2014 of the Corporation entitled "A by-law to raise money to aid in the construction of drainage works under the *Tile Drainage Act*."

Corporate Seal

Mayor Jamie MacDonald

Name of Head of Council

Signature

Kimberley Goyette

Name of Treasurer

Signature

OFFER TO SELL

Tile Drainage Act, R.S.O. 1990, c. T.8, subs. 5(8)

TO THE MINISTER OF FINANCE

The Corporation of Township of North Glengarry
hereby offers to sell Debenture No. 2019-02 in the principal amount of \$26,600.00
to the Minister of Finance as authorized by Borrowing By-law No. 42-2014 of the Corporation.

The principal amount of this debenture is the aggregate of individual loans applied for and each loan is not more than 75 per cent of the cost of the drainage work constructed.

An inspector of drainage, employed by the Corporation, has inspected each drainage work for which the Corporation will lend the proceeds of this debenture and each has been completed in accordance with the terms of the loan approval given by council.

A copy of the Inspection and Completion Certificate for each drainage work, for which the Corporation lend the proceeds of this debenture, is attached hereto.

December 01, 2019

Date

Kimberley Goyette

Name of Treasurer

Corporate Seal

Signature of Treasurer

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: November 25, 2019

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry receives Staff Report No. BP-2019-40 for the formal request that Romin International Inc. (Authorized Agent of Bell Mobility Inc) proposal be considered complete; and

THAT the Township of North Glengarry approves the assessment of the process Romin International Inc. has undertaken to date for the construction of a 91-meter guyed tower on County Road 45, South of County Road 43, in Alexandria for wireless telephony services and for high speed wireless internet.

Carried

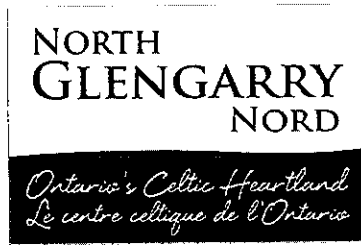
Defeated

Deferred

MAYOR / DEPUTY MAYOR

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

Section 6 Item c



STAFF REPORT

Report No: BP-2019-40

November 25, 2019

BELL PROJECT F3365 ALEXANDRIA II

From: Jacob Rheume – Chief Building Official / Director of Building, By-law & Planning

RE: BELL Project for the construction of a 91-meter Guyed Tower

Recommended Motion:

THAT the Council of the Township of North Glengarry receives Staff Report No. BP-2019-40 for the formal request that Romin International Inc. (Authorized Agent of Bell Mobility Inc) proposal be considered complete and that the Township of North Glengarry approves the assessment of the process Romin International Inc. has undertaken to date for the construction of a 91-meter guyed tower on County Road 45, South of County Road 43, in Alexandria for wireless telephony services and for high speed wireless internet.

Background / Analysis:

Bell Mobility plans to build a 91-meter Guyed Tower on the property located on Part of East 3/4 of Lot 7 Con 3, geographic Township of Kenyon, Township of North Glengarry. This is a parcel of land South of Glengarry Truck Center on County Road 45, just South of County Road 43. This location will be used to replace an existing tower currently in operation at approximately one kilometer North of the proposed site on Auld McMillan Road.

Romin International Inc. is regulated and licensed by Industry Canada to provide inter-provincial wireless voice and data services. As a federal undertaking, Bell Mobility is required by Industry Canada to consult with land-use authorities in siting tower locations. The consultation process established under Industry Canada's authority is intended to allow the local land-use authorities the opportunity to address land-use concerns while respecting the federal government's exclusive jurisdiction in the siting and operation of wireless and data systems.

The provisions of the Ontario Building Code, the Ontario Planning Act and other municipal by-laws and regulations do not apply to federal undertakings. Bell Mobility is however required to follow established and documented wireless protocols or processes set forth by land-use authorities.

The Township of North Glengarry has not developed a protocol relevant for establishing telecommunication facilities in the Township, so Bell Mobility has followed Innovation, Science and Economic Development Canada's (formerly Industry Canada) default protocol as it pertains to the Public Notification and Consultation required.

Romin International Inc. (Authorized Agent of Bell Mobility Inc) provided the attached Public Notification Package to the property owners within the required radius of the proposed installations as provided by the Township. These notices were issued by regular mail in September 2019. The notice described the proposal and invited comments by mail, electronic mail, or phone by the close of business on October 18, 2019. An ad was also published in the Glengarry News community newspaper, notifying the public of the proposal and inviting residents to provide comments.

Romin International Inc. (Authorized Agent of Bell Mobility Inc) has followed all the necessary steps in accordance with ISED's guidelines by:

- consulting with the municipality;
- advising the public of our proposal;
- addressing all reasonable and relevant concerns pertaining to our proposal; and
- keeping and producing all associated communications to Industry Canada and the municipality.

Romin International Inc. (Authorized Agent of Bell Mobility Inc) takes concerns or suggestions expressed by the public as important elements to their proposals. They feel that the proposed site is well located to provide improved wireless voice and data services in the targeted area. The proposed site is also situated and designed to have minimal impact on surrounding land uses.

During the comment period, Romin International Inc. received three comments via email regarding the proposed tower installation in Alexandria and all were responded to and the residents were satisfied with the given explanation.

Romin International Inc. has now fulfilled all the requirements under ISED's protocol as they pertain to the construction of a new 91-meter Guyed Tower. In order to conclude this land-use consultation and meet Industry Canada's requirements, Romin International Inc. (Authorized Agent of Bell Mobility Inc) is requesting that their proposal be considered complete and that the Township of North Glengarry move forward with the assessment of the process Bell Mobility Inc. has undertaken to date.

Romin International Inc. also requests that the Township issue a formal Letter of Concurrence to Bell Mobility Inc. with a copy to ISED in order to permit Bell Mobility Inc. to move forward with the installation of the proposed wireless communication site.

Alternatives:

No alternatives.

Financial Implications:

No financial implications.

Attachments & Relevant Legislation:

- F3363 CPC Final Letter
- Bell Notification Package-F3365 Alexandria

Others consulted:

N/A

Signed by Sarah Huskinson – CAO/Clerk



November 11th, 2019

Spectrum Management and Telecommunications
2 Queen Street East
Sault Ste. Marie ON P6A 1Y3

Object: Bell F3365 Alexandria II
End of Public Consultation Process

To whom it may concern,

We would like to advise you that we have completed all steps of the Public Consultation as per the procedures required by CPC-2-0-03, 5th version, for Bell F3365 in Alexandria as of November 7th, 2019.

During the process, we received comments and questions from three (3) individuals which have all been answered accordingly.

In closing, Bell now considers this to be the official end of the Public Consultation process.

If any additional information is required, please contact the undersigned in relation to this project.

Kindest regards,

A handwritten signature in black ink, appearing to read "Robert Minotti", with a long horizontal flourish extending to the right.

Robert Minotti
Site Acquisition Specialist
(514) 916-8500
robert.minotti@romin.ca

Robert Minotti / Romin Inc.
Agent for Bell Mobility
1 Carrefour Alexander-Graham-Bell
Pavillon D, 3rd Floor
Verdun, Québec, H3E 3B3
consultation@romin.ca

IMPORTANT INFORMATION ENCLOSED

You are receiving this information package it's because you own a property within 288 meters of the proposed tower.

Have your Say!

BELL WELCOMES YOUR FEEDBACK BY OCTOBER 18th 2019:

Bell Mobility ("Bell") is committed to a meaningful public consultation. You are invited to provide comments to Bell regarding this proposal to Robert Minotti, Romin Inc., as Agents to Bell:



E-mail: consultation@romin.ca



Mail: 1 Carrefour Alexander-Graham-Bell, Pavillon D, 3rd Floor
Verdun, Québec, H3E 3B3

Bell



Notice of Public Consultation

You are invited to learn more and provide feedback regarding the location and design of a proposed telecommunications tower that will provide dependable, high speed wireless service to your neighbourhood.

In order to continue offering high quality service to your neighbourhood, Bell is proposing to install a 91-meter telecommunication tower in Alexandria, Ontario to replace an existing structure.

Inside this notice, please find information on:

- Purpose of proposed tower
- Tower design and location
- Safety Regulations
- Consultation process

Bell welcomes your comments by October 18th, 2019 at consultation@romin.ca



Notice of Public Consultation

Why is a new tower required?

A new tower is required to support communications equipment that will offer high speed wireless service to Bell and Telus customers. In order to continue offering customers the same high-quality service, Bell must erect a new tower to replace an existing structure. The new telecommunications tower placed about 77 meters south-west of Kenyon Dam Road and approximately 342 meters South of County Road 43.

Bell strongly supports co-location on existing structures as it minimizes the number of new towers and is a more cost effective way improving the network. Unfortunately there are no existing structures in the area suitable for the Bell network.

What are the benefits of improved wireless service?

Canadians are using wireless devices more and more in their daily life. Currently, more than half of all phone connections in Canada are now wireless and over 60% of all calls to 9-1-1 come from mobile phones. The proposed tower will not only improve wireless service for your phone, but also provide dependable service to tablets and laptops.

Where does Bell propose to locate the tower?

Bell is proposing to locate the tower on a private property at 3322 Kenyon Dam Road on the following lot, Part of East 3/4 of Lot 7 concession 3. The coordinates for the site are: Latitude N 45.294181°, Longitude W -74.659711°

What will the tower look like?

Bell is proposing a 91-meter guyed tower supporting 12 antennas (6 at +/- 90m and 6 at +/- 86 m) and radio equipment. A shelter will be located at the base of the tower. The tower site will be fully fenced with a locked access gate to restrict public access. Tower lightings and marking will be required and Bell will follow Transport Canada guidelines.

Below is a photo simulation of the proposed tower and an aerial map of the proposed location. This photo simulation is a close representation and is for conceptual purposes only.



How is the community being consulted?

While antenna siting falls under the Federal Government's exclusive jurisdiction, Industry Canada requires Bell to seek meaningful local input with respect to antenna siting.

As the Land use authority does not currently hold a telecommunications policy, Bell is following Industry Canada's *Default Public Consultation Process* where the community is invited to comment within 30 days. The community is invited to comment by way of this Notice of Public Consultation issued to residents within three times the tower height of the proposed tower location and a public notice in local paper. After the 30-day comment period, all comments and questions will be responded to by Bell within 60 days and then the community has a further 21 days to respond.

How can I participate in the consultation?

Bell welcomes your comments or questions. Please do so by mail or email by close of business day October 18th 2019.

Is this tower safe?

Radio Frequency

Bell is fully compliant with the current health and safety guidelines set by Health Canada which limits public exposure to radio frequency (RF) energy. The limits specified in guidelines called Safety Code 6 are based on an ongoing review of published scientific studies on the health impacts of RF energy.

Structural

Bell attests that the tower installation described in this notification package will be constructed in compliance with the National Building Code of Canada and will be built in a professional, workmanlike way.

Aeronautical

Bell attests that the tower installation described in this notification package will comply with Transport Canada and NAV Canada aeronautical safety requirements.

Where can I go for more information?

For more information on telecommunication networks, public consultation and health and safety, please see:

- Antenna Systems and You: www.ic.gc.ca/eic/site/smt-gst.nsf/eng/h_sf01702.html
- Health Canada: healthycanadians.gc.ca/environment-environnement/home-maison/cell-eng.php
- Safety Code 6: www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08792.html
- Canadian Wireless Telecommunications Association: cwta.ca

Your Industry Canada Contact

Bell Site Reference: F3365 Alexandria II
Spectrum Management and Telecommunications
2 Queen Street East
Sault Ste. Marie ON P6A 1Y3
1-855-465-6307
ic.spectrequebec-spectrumquebec.ic@canada.ca

Your Local Government Contact

Jacob Rheume
Chief Building Official
Township of North Glengarry
90 rue Main Street
Alexandria, ON, K0C 1A0
613-527-1116
jacob@northglengarry.ca

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: November 25, 2019

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry approve By-law 48-2019 - Open Air Burning By-law effective January 1st, 2020; and

That By-law 48-2019 be read a first, second, third time and enacted in Open Council this 25th day of November 2019.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

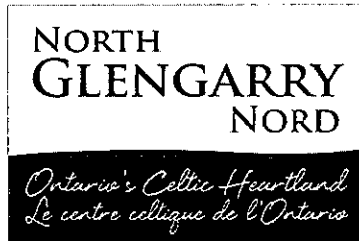
Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 6 Item d



STAFF REPORT TO COUNCIL

Report No: FD 2019 - 05

November 25th, 2019

From: Matthew Roy – Fire Chief

RE: Open air burn by-law

Recommended Motion:

That the Council of the Township of North Glengarry approve By-law 48-2019 - Open Air Burning Bylaw effective January 1st, 2020; and

That By-law 48-2019 be read a first, second, third time and enacted in Open Council this 25th day of November 2019.

Background / Analysis:

A review of the current bylaw was started in September due to the ongoing incidents and concerns throughout 2019. Changes to the agricultural burn permits were identified as requiring changes to ensure we met all the needs of North Glengarry residents while ensuring the health and safety of all person(s).

The fire department have evaluated a new burn permit tracking system through Fluent IMS - burnpermits.com. The department will be moving to this system in 2020 which will effectively reduce the burden of our application process, while providing real time data to our front-line members responding to burn complaints. This system will allow the Fire Chief to issue a fire ban and send out notification to all permit holders.

Financial Implications:

The implementation of a new burnpermits.com system, yearly cost based on the number of permits and notifications created.

Attachments & Relevant Legislation:

By-Law 04-2019
Proposed by-law

Others Consulted:

Signed by Sarah Huskinson, CAO/Clerk

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

BY-LAW No. 48-2019

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's 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;

"Building" means any structure used or intended for supporting or sheltering any use or occupancy;

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

"Dwelling" a house, apartment, or other place of residence;

"Dry period" means a period of time during which the Fire Chief declares a total ban on open air fires;

"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;

"Fire Department Vehicle" means any vehicle owned by the Township of North Glengarry and Mutual Aid Fire Departments.

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

"Highway" includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof;

"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 operation 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 non-combustible 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;

"Remedial Costs" means any cost incurred by the fire department or the township for inspecting, extinguishing, or responding to fires deemed, by fire chief or designate, to not be in accordance with this by-law.

"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

"Set" means to light an open air fire and "setting" has a corresponding meaning;

"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.

"Windrow" a long line of material heaped up by the wind or by a machine.

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 period 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 manufacture's 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 An application for a Permit shall be completed on the forms provided in Schedule "A".
- 2.17 Recreational and Brush permits expire Dec 31st at midnight on the year it was issued.
- 2.18 Farm and Agricultural permits expire at midnight on the last day of the two week period as set out in the permit in Schedule "A".
- 2.19 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.
- 2.20 Supervisor shall produce the permit upon request by the Fire Chief or designate.
- 2.21 The Fire Chief or designate may refuse, revoke or suspend a permit at any time at his or her sole discretion. 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 In addition to conditions set out in Part 2 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, highway, 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 In addition to conditions set out in Part 2 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. consist of material which have been adequately dried prior to burning to ensure low moisture content and avoid excessive smoke.
 - f. not exceed 2 cubic meters
 - g. be burned one pile at a time.
 - h. petroleum products, plastics, rubber, painted lumber, pressure treated, or creosote treated lumber, domestic, industrial & agricultural waste, animal carcasses or any other materials that will cause excessive smoke or noxious fumes must not be mixed with or contaminate the wood or brush that may be burned

- i. have the resources to adequately control the fire and to prevent it from becoming dangerous to life or property.

Part 5 FARM AND AGRICULTURAL FIRES

- 5.1 In addition to the conditions set out in Part 2 the following conditions apply to farm and agricultural fire only and will be used to regulate the burning of large piles (greater than 2 cubic metres),
- 5.2 Permits only will be issue for two (2) consecutive weeks as indicated in the Schedule "A" of this By-Law. Additional two (2) week permits may be issued at the discretion of the Fire Chief or designate.
- 5.3 Burning shall not be permitted between June 1st and November 1st.
- 5.4 No person holding a valid burning permit, shall set or maintain a fire unless they ensure all of the following conditions are met:
 - a. the fire is set and maintained at no less than 75 meters from any building, structure, standing timber, hedge, fence, highway, overhead wires, flammable or combustible material;
 - b. no less than 200 meters from any dwelling not owned by the Supervisor.
 - c. material to be burned must be placed in piles in a tilled or bare field free of vegetation and combustible materials;
 - d. consist of burn piles of no more than 6 cubic meters;
 - e. no more than four (4) piles can be burned at a single time;
 - f. a minimum distance of 15m must be maintained between piles;
 - g. not consist of windrow;
 - h. material to be burned shall have been adequately dried prior to burning to ensure low moisture content and avoid excessive smoke.
 - i. petroleum products, plastics, rubber, painted lumber, pressure treated, or creosote treated lumber, domestic, industrial & agricultural waste, animal carcasses or any other materials that will cause excessive smoke or noxious fumes must not be mixed with or contaminate the wood or brush that may be burned
- 5.5 Supervisor in charge shall be equipped with sufficient personnel and mechanical equipment to control and/or extinguish the fire to prevent it from becoming dangerous to life or property and must have a means of contacting the North Glengarry Fire Service in case of emergency. Equipment must be on site while burning is carried out. (i.e. front loader, backhoe, shovel)
- 5.6 Supervisor must ensure that the North Glengarry Fire Department vehicles can safely have full access at all times to the land upon which the burn is conducted, during the period of the permit. Access must be at least 10 feet wide
- 5.7 Supervisor must comply with all additional conditions and restriction imposed as a result of a fire prevention inspection conducted by the Fire Chief or designate.

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 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 by the Fire Department or Township for attending fires which are deemed to be not in accordance with this by-law. These costs will be invoiced or added to the tax roll and collected 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.

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) Upon registering a conviction of any provision of the By-Law, the Ontario Court, Provincial Division, may in addition to any penalty imposed by the By-Law make an order prohibiting the continuation or repetition of the offence by the person convicted.
- (3) Every day or part of a day on which the offence occurs or continues shall constitute a separate offence and is punishable as such.
- (4) 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.
- (5) Any fine imposed under this Part shall be payable in addition to any fees, charges and costs payable under this By-Law.
- (6) 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 04-2019 shall be rescinded.

READ a first, second, third time and enacted in Open Council, this 25 day of November 2019.

CAO/Clerk

Mayor / Deputy Mayor

I hereby certify this to be a true copy of by-law No. 48-2019 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. 48-2019 respecting application form to obtain a fire permit.

OPEN AIR BURNING PERMIT APPLICATION # _____

APPLICANT:

LAST NAME: _____ FIRST NAME: _____

DATE OF BIRTH: _____

TELEPHONE RESIDENCE: _____ CELL: _____

EMAIL ADDRESS: _____

LOCATION OF PROPOSED OPEN AIR FIRE:

CIVIC ADDRESS: _____

LOT: _____ CONCESSION: _____

CITY: _____ PROVINCE: _____ POSTAL CODE: _____

WHAT TYPE OF OPEN AIR BURNING PERMIT?

- RECREATIONAL FIRE – FREE
 BRUSH FIRE - FREE
 FARM OR AGRICULTURAL OPERATION FIRE - \$50.00
PROPOSED TWO (2) WEEK PERIOD
FROM: _____ TO: _____
- OWNER
- WRITTEN PERMISSION GIVEN
OWNER'S NAME: _____

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.**

- 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: _____

- The applicant has reviewed the Open Air Burning By-Law and agreed to:
1. Comply with all the provisions of this by-law.
 2. Assume all responsibility for any damages and /or service fees resulting from the Open Air Burning for which this permit is issued.

Dated: _____

Signature: _____

SCHEDULE "B"

Township of North Glengarry Part 1 Provincial Offences Act Bylaw 04-2019: 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

PERMIT	FEES
Open Air Burn Permit – Recreation Fire	NIL
Open Air Burn Permit – Brush Fire	NIL
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 7

UNFINISHED

BUSINESS

Section 8

CONSENT AGENDA

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: November 25, 2019

MOVED BY: _____

SECONDED BY: _____

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

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

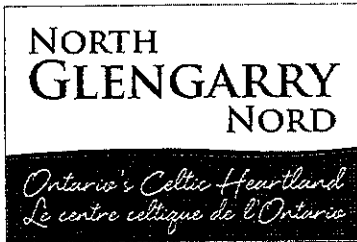
Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 8



STAFF REPORT TO COUNCIL

Report No: AD-2019-21

November 20, 2019

From: Sarah Huskinson – Chief Administrative Officer/ Clerk

RE: Workplan Report

Recommended Motion:

THAT the Committee of the Whole receives Staff Report No. AD-2019-21

Background / Analysis:

The CAO/Clerk's Department is presenting Council's with their workplan for 2019. There is a great deal of policy work to be done, and larger projects like the strategic plan and meeting management software implementation to be completed. Details and timelines are attached for Council's review.

Alternatives:

None.

Financial Implications:

None.

Attachments & Relevant Legislation:

None.

Others Consulted:

None.

Sarah Huskinson
Chief Administrative Officer/ Clerk

CAO/Clerks Department Tasks		Deliverable	Involvement	2019				2020	Progress
				Q1	Q2	Q3	Q4		
Strat Plan	Review of Municipally Owned Land	Report to Council	SH, JR				Yellow	Blue	
	Communications Plan	Report to Council	SH, TK, AL				Blue		
	Customer Service Training	Ongoing	SMT						
	EORN - broadband and cell gap coverage	Ongoing	SH						
Policies	Code of Conduct for Council	Report to Council	SH, Council			Yellow	Blue		
	Communications Plan	Internal Document	SMT			Yellow	Blue		
	Complaints Protocol Policy	Internal Document	SH, Council			Yellow	Blue		
	Council Staff Relations Policy	Report to Council	SMT, Council			Yellow	Blue		
	Delegation of Authority By-Law	Report to Council	SH, LL			Yellow	Blue		
	HR Policy	Report to Council	SMT			Yellow	Blue		
	Indemnification By-law				Yellow	Blue			Complete October 2019
	Records Management Policy	Report to Council	SH, LL				Yellow	Blue	
Other	Workplan Violence and Harrassment Policy	Report to Council	SMT, Council	Yellow	Blue				Complete May 2019
	Accountabilty and Transparency Policy	Ongoing	SH	Blue					Complete in March 2019
	Appointment of Integrity Commissioner	Report to Council	SH			Blue			Complete in September
	Emergency Management Training	Training	EMC		Blue				Complete in July
	E-Scribe Meeting Management	Program	SH, LL, JD			Yellow	Blue		Training ongoing.
	HR filing system	Internal Document	SH, JD			Yellow	Blue		
	Information Technology Replacement Plan	Internal Document	SH, RE			Yellow	Blue		
	Investigation	Ongoing	SH			Yellow	Blue		Ongoing
	Legal Matters	Ongoing	SH						Ongoing
	Strategic Plan	Report to Council	Staff, Council	Yellow	Yellow	Blue			Complete in October 2019
Wellness Program	Program	SH, JD	Yellow	Blue				Committee has been established	

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: November 20, 2019

MOVED BY: _____

SECONDED BY: _____

THAT the Committee of the Whole receives Staff Report No. CS-2019-14 Community Services Department 2019 Workplan – October update.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

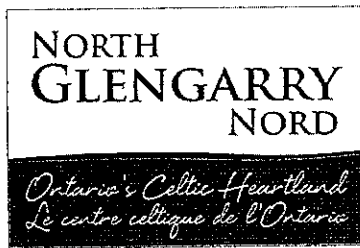
Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 5 (b)



COMMITTEE OF THE WHOLE

KEY INFORMATION REPORT

Report No: CS-2019-14

November 20, 2019

From: Anne Leduc – Director of Community Services

RE: Community Services Department 2019 Work Plan – October Update

Recommended Motion:

THAT the Committee of the Whole receives Staff Report No. CS-2019-14.

Background / Analysis:

The table enclosed at the end of this report shows the progress on the various projects undertaken by the Community Services Department.

ADMINISTRATION

Budget – The bulk of the Operating and Capital Budgets that fall under the Community Services Department has been completed and remitted to the Treasurer for review and further discussions.

Grants – Investing in Canada Infrastructure Program: Community, Culture and Recreation Stream – The application for the Refurbishing of the Glengarry Sports Place was completed on November 12, 2019 with requested amounts as per the report that was presented to Council. The province will notify applicants if a project has been nominated for federal review. Final notification regarding the grant will be given in the Winter 2021.

EVENTS AND ACTIVITIES

Alexandria Bright Nights – The installation of the LED lights was completed on November 9th.

Boys and Girls Club Activities – These activities have started as of November in the Glengarry Sports Palace, the Tim Hortons Dome and the Gary Shepherd Hall. The Boys and Girls Club have hired two part-time coordinators to manage this program.

Seniors Exercise and Fall Prevention Program – Staff met with representatives from the Centre de santé communautaire de l'Estrie, the Eastern Ontario Health Unit, and the Glengarry Community Living to move this program forward. Volunteer training will take place in Glen Robertson and in Maxville. Samantha, our Program Coordinator is the Township's liaison on this file.

Sportsball Program – Staff contacted the organizers of the Sportsball program given in Cornwall to explore bringing this program to the Tim Hortons Dome in January. Registration is now open (with an early bird pricing) for two age groups – 2 to 4 years old (Parent and Child) and 4 to 6 years old (Coach and Child). The Multi-Sport classes provide a the opportunity to explore eight sports – soccer, baseball, basketball, football, hockey, volleyball, golf and tennis through one registration. Our Program Coordinator will be trained in Cornwall and will be coaching the sessions in January.

Swimming Lessons at Island Park – The Glengarry Memorial Hospital has declined to participate in this program. Nonetheless, staff is looking into the conditions and cost to certify the beach on our own.

Volleyball – The 2019 / 2020 Women's Volleyball session started on November 6th and will run to April with the playoffs. 6 teams registered in total.

Yoga – Following on the success of the 2019 Fall Session, the Glengarry Sports Palace and the Sandfield Centre have been booked for the Winter Yoga Session will start in January 2020.

FACILITIES

Glengarry Sports Palace

Alexandria Library – The renovation of the bathroom in the Alexandria Library have been completed.

Compressor – The refrigeration plant maintenance contractor was called in on November 14, 2019 after the Lead Hand noticed an oil leak. The shaft seal was replaced on this unit which has successfully resolved the issue.

Sidewalk – The sidewalk pour occurred just prior to the first snowfall.

Technical Standards & Safety Association – The facility received the visit of the TSSA inspector on October 7th. Minor compliance issues (advisories on external doorways, Lock-out procedures, etc.) were cited and staff has remediated these issues. The TSSA compliance report was filed on October 31, 2019.

Island Park

Regular Maintenance – As part of regular maintenance, touch up painting was done in both bathrooms and in the kitchen.

Splash Pad – The splash pad was winterized.

King George Park

Mural – The mural was installed on October 30th and the official unveiling occurred on November 1st. Staff has received very positive feedback on the picture. The original painting is hanging in the Township's Boardroom.

Maxville & District Sports Complex

Sinks – The sinks are being produced for the facility and should be installed before the end of November.

Maxville Library

Repairs – The three old air conditioning units were removed and openings were rebuilt and insulated. The smoke alarms were inspected and all batteries were replaced.

Tim Hortons Dome

Advertising on Doors – The vinyl wraps are being produced by Significo and should be installed over the next few weeks.

Other

Glen Robertson Playground Equipment – A new play structure has been received.

COMMENTS




This report is presented for information purposes only.

	Community Services Tasks	Deliverable	Involvement	2019				2020	Progress
				Q1	Q2	Q3	Q4		
Strat Plan	Draft Action Plan prepared	Completed	AL						
Capital Projects	Dome - Counter Reno	Ongoing	AL, JD						
	Dome - Floor Reno	Ongoing	AL, JD						
	EcDev - Branding Signage (Parks)	Ongoing	TK						
	EcDev - Interpretive Panels	Ongoing	TK						
	Glen Robertson Playground Equipment	Ongoing	AL					Equipment purchases and to be installed in the spring	
	GSP - Condenser Water Supply Tank	Completed	RW						
	GSP - Stove for Community Kitchen	Ongoing	RW						
	IP - Change Tables & Sink	Ongoing	AL, JD						
	IP - Micro Nets	Completed	AL, JD						
	IP - Outdoor Exercise Equipment	Report to COTW	AL, JD					Glengarry Community Living	
	IP - Removal of Band Shell	Completed	JD						
	IP - Soccer Benches & Cement Work	Report to COTW	JD						
	KingGPK - Electrical Panel	Ongoing	JD						
	Millsq - Architectural Design	Ongoing	AL						
	MSC - Counters Bathrooms	Ongoing	JA						
	MSC - QEL Amonia Detector	Completed	JA						
MSC - Water lateral Connection	Completed	AL, JA							

	Community Services Tasks	Deliverable	Involvement	2019				2020	Progress
				Q1	Q2	Q3	Q4		
Other	Admin - Business & Community Awards Gala	Ongoing	AL, TK, MD	Yellow	Yellow	Blue			
	Admin - Hiring Program Coordinator	Ongoing	AL, SH			Blue			
	Admin - Ice Contract Forms - 2019 Fall Pre-Ice Season	Completed	AL, MD	Blue					
	Admin - Ice Contract Forms 2019 / 2020 Season	Completed	AL, MD	Yellow	Blue				
	Admin - Lighting of Island Park	Ongoing	AL, JD & Others	Yellow	Yellow	Yellow	Blue		
	Admin - Recreation Policies and Procedures	Ongoing	AL, JA, JD, RW	Green	Yellow	Yellow	Yellow	Yellow	
	Admin - Staff Regulatory Training	Ongoing	AL, JA, JD, RW	Green	Yellow	Yellow	Yellow	Yellow	
	Admin - Grants - Celebrate Canada - Reporting for 2019	Completed	AL	Yellow	Yellow	Blue			
	Admin - Grants - Celebrate Canada - Application 2020	Completed	AL			Blue			
	Admin - Grants - Seniors	Ongoing	AL	Yellow	Yellow	Blue			
	Admin - Grants - Young Canada Works	Completed	AL	Yellow	Yellow	Blue			
	Fall Prevention and Exercise Program	Ongoing	AL / EOHU / etc.		Green	Yellow	Yellow	Yellow	Partnership EOHU/SWH/CSCE
	ComDevCttee - Terms of Reference	Report to Council	AL	Yellow	Blue				
	Dome - Membrane repairs	Completed	AL, JD			Blue			
	Dome – Prog. - Competitive Soccer League	Ongoing	AL, JD, Prog. Coord.	Yellow	Yellow	Yellow			
	Dome – Prog. – 18/19 Flag Football	Completed	AL, JD	Blue					
	Dome - Programming - Running Program 2019 Session 1	Completed	AL, JD	Blue					
	Dome - Programming - Running Program	Ongoing	AL, JD	Yellow	Blue				

2019 Session 2								
Dome - Programming - Track for Seniors	Ongoing	AL, JD						
Dome - Programming - 2018/2019 Women's Volleyball	Completed	AL, MD, JD						
Dome - Programming - 2019/2020 Women's Volleyball	Ongoing	AL, MD, JD, SD						Extends into March 2020
Dome - Programming - 2019 Youth Floor Hockey	Ongoing	AL, MD, JA, RW						
Dome - Reinstatement of flood damages	Completed	AL, JD						
Dome, GSP, MSC, IP - Programming - 2019 Family Day	Completed	Rec Dept						
Dome, GSP, MSC, IP - Programming - 2019 March Break	Completed	Rec Dept						
GSP - Audit	Audit Completed / Adjustments Ongoing	AL, MD						Waiting for comments from Welch
GSP - Boardroom renovations	Completed	RW						
GSP - Door replacement	Completed	AL, RS						
GSP - Debt recovery - Glengarry Highlanders	Completed	AL, Finance						
GSP - Programming - Yoga 2019 Session 1 Spring	Completed	AL, MD						
GSP - Programming - Yoga 2019 Session 2 Late Spring	Completed	AL, MD						
GSP - Programming - Yoga 2019 Session 3 Fall	Completed	AL, MD						
GSP - Programming - Kickball 2019	Completed	AL						Postponed due to lack of registrations
GSP - Programming - Little Sens 2019 Fall	Completed	AL, MD						
GSP - Alex. Library - Accessible Bathroom	Ongoing	AL, RW						Design & quotes / Construction in Sept.
GSP - Accessible sidewalk front of building	Ongoing	AL, RW						

GSP - Staff hirings	Completed	AL							
GSP, IP - Soccer Fields (Preparation & Closures)	Completed	AL, JD, RW							
GSP, MSC - Plant Lock-out Tag-Out Procedures	Completed	AL, RW, JA							
GSP, MSC - Programming - Floor Hockey	Completed	AL, MD, JA, RW							
GSP, MSC - Refrigeration Plant Certification TSSA	Completed	AL, RW, JA							
GSP, MSC - TSSA Lock-out procedure	Completed	AL, JA, RW							
IP - Aquatic Vegetation Removal Permit	Completed	AL							
IP - Aquatic Vegetation Removal DFO Report	Completed	AL							
IP - Geese Mitigation Program	Completed	AL, Rec Staff							
IP - Geese Mitigation Program Report	Completed	AL							
IP - Programming - 2019 Swimming Lessons	Ongoing	AL							
IP - Programming - Summer Camp	Completed	AL							
IP - Sidewalk Repair	Completed	JD							
IP, GSP, Dome - Fall/Winter Activities Boys & Girls Club	Ongoing	AL							IP - Tuesdays, GSP/Dome - Thursdays
MSC - Community Hall Accessible Door	Completed	AL, JA							
MSC - Community Kitchen Certification	Completed	AL, TK							
MSC - Heating renovations	Completed	AL, JA							
MSC - Programming - Kilt Skate	Completed	AL, TK & Others							

Preparation	
Execution	
Complete	

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: November 20, 2019

MOVED BY: _____

SECONDED BY: _____

THAT the Committee of the Whole receives Staff Report No. CS-2019-15 - Consultation -- Mill Square Park & municipal waterfront lot.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

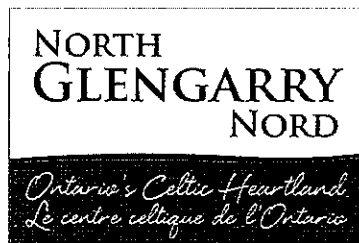
Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 5 (c)



COMMITTEE OF THE WHOLE

STAFF REPORT

Report No: COTW CS-2019-15

November 20, 2019

From: Anne Leduc – Director of Community Services

RE: Consultation – Mill Square Park & municipal waterfront lot

RECOMMENDED MOTION:

THAT the Committee of the Whole receives Staff Report No. COTW CS-2019-15.

BACKGROUND / ANALYSIS:

At the January 28, 2019 Budget Meeting, Council approved funding to hire consultants to create a design to a cohesive space for Mill Square and the municipal waterfront lot.

Staff contacted the Transportations Services at the United Counties of Stormont, Dundas and Glengarry as they are in the midst of evaluating the portion of County Road 34 that passes through Alexandria. Following this discussion, staff at the Township and the Counties determined that the Mill Square exercise should be annexed to the work being done by BT Engineering given the timing of the consultations and the fact that the work on County Road 34 would directly impact this space.

Staff will be attending the Technical Specifications meeting on November 20th in Alexandria. The Mill Square Park, along with the nearby municipal waterfront lot, will be part of the Community Café consultation that will be held on Tuesday, December 3 at the Sandfield Centre.

FINANCIAL IMPLICATIONS:

There is no impact on the budget as funding was approved by Council as part of the 2019 Capital Budget.

ATTACHMENTS & RELEVANT LEGISLATION:

N/A

COMMENTS:

This report is presented for information purposes only.

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: November 20, 2019

MOVED BY: _____

SECONDED BY: _____

THAT the Committee of the Whole receives Staff Report No. COW-TR-2019-32 the Director of Finance/Treasurer 2019 Workplan updated for October.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

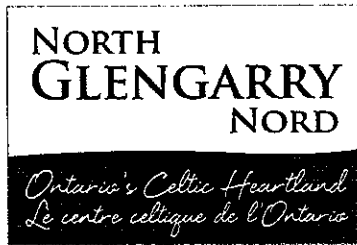
Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 5 (d)



STAFF REPORT TO COUNCIL

Report No: COW TR2019-32

November 15th, 2019

From: Kim Champigny – Director of Finance/Treasurer

RE: 2019 Workplan – Updated for October

Recommended Motion:

THAT the Committee of the Whole receives Staff Report No. COW TR2019-32 – the Director of Finance/Treasurer 2019 Workplan updated for October 2019.

Background / Analysis:

The Treasury Department is presenting to the Committee of the Whole their workplan updated as of September 2019. There is a great deal of policy work to be done to ensure transparency and consistency. Policies planned include: water/wastewater billing and collection policy; accounts receivable policy; and current policies that need updating.

The Asset Management Software implementation is a large project with tight deadlines due to the deadline for completion to be eligible for funding. Training has been completed and there is still financial information that needs to be input. We are past the deadline for completing the deliverables for this grant as there are little resources and this really is a full-time position until the data is all collected and input. I am in conversations with FCM (Federation of Canadian Municipalities) to see if we can get an extension to possibly November 30, 2020. They are trying to see what they can do so we can still be eligible for this funding.

The tax department continues to be diligent in collecting arrears. We have eight (8) registered properties that will be advertised for tax sale starting in December if payment has not been received by November 30th, 2019. Hopefully this figure declines.

The third quarter CWWF federal portion of the Maxville water project claim has been submitted and no funds yet received.

Funding has been approved by Infrastructure Ontario for \$7.5 million. The final paperwork was submitted, and legal counsel has advised the release of these funds (November 15th, 2019). If all is in order, we should be receiving funds in the next few weeks.

The 2020 budget is underway, and departments have submitted their capital requirements. There is still plenty to do for operating, payroll and the summaries for the departments but it is well underway with a presentation to Council planned for early January.

Attached is a copy of the November 15, 2019 variance report for your review. There are no concerns at this point. The items highlighted were those that were not in budget range and an explanation has been provided for the difference.

Alternatives:

None.

Financial Implications:

None.




Attachments & Relevant Legislation:

None.

Others Consulted:

Signed by Sarah Huskinson, CAO/Clerk

Treasury Department Tasks	Deliverable	Involvement	2019				2020	Progress
			Q1	Q2	Q3	Q4		
Update provided to CAO	Template Completed	KC		Complete				
Accounts Receivable Policy	Policy approved by Council	SM,KC				Complete		
Utility Billing Policy	Policy approved by Council	SM,KC				Complete		
Travel Policy	Policy approved by Council	KC, SH	Complete				Approved by council	
Review Records Retention Policy	Policy approved by Council	KC, SH				Complete		
New Check Pro procedures have been documented	Procedure created	SM,KC	Complete					
Asset Management Software Implementation	Software installed and staff trained resulting in a usable product	Dept		Complete	Execution	Execution	Resources to complete could be an issue. FCM asked for another extension	
Council Remuneration Bylaw	Bylaw Approved	KC, SH	Complete					
Review Tax Arrears, more letters, and tax collection	Increased Collections, reduced arrears and increased cash flow	LL, KC	Complete		Complete			
Sale of 2018 registered tax sale property	Cash for sale of property	KC, RM, SH			Complete	Execution	Potential of over 10 properties for sale in the fall.	
Water rates Maxville	Confirmed water rates approved for Maxville	KC, RM, SH		Complete				
10 year capital plan template to directors	Plan sent and completed by Directors for 2020 budget	KC, Directors			Complete			
Rescind FGT bylaw for bridges only	Rescind Bylaw	KC			Complete			
Variance reports - Monthly to Directors	Variance reports delivered to Directors	KC	Complete					
2020 Budget	Budget complete	KC, Directors				Complete		
A/R and Utility training for backup	Trainee completes A/R	KC, SM, JD	Execution	Complete				
A/P training for backup	Trainee completes A/P	KC, RK, JD	Complete	Complete				
Payroll training for backup	Trainee completes payroll	KC, RK, JD	Complete	Complete				
RBC Form 349	Form submitted to RBC	KC	Complete					
Hire New Tax Collector	Tax Collector Hired	KC, LL, RK	Complete	Complete				
Municipal Audit	Audit Complete	KC, RK, SM, LL, LL	Complete					
Maxville Water Project Funding	Funding from grants or LTD complete	KC, RK	Execution	Execution	Execution	Complete	Funding approved by Infrastructure Ontario	
Checkpro Automatic Deposit	Automatic Cheque Deposits	KC, SM, LL	Complete				Great, efficient tool with backup staff positions.	
Employee BBQ	BBQ complete	All employees		Complete			Sarah set it for June	
Year End Financial Processing	Audited financial statements	SM, RK, KC	Execution	Execution	Complete			
CWWF Claim Jan 1 - Mar 31/19	Claim submitted	KC		Complete			Claim is \$1,241,080	
CWWF Claim Apr 1/19 - Jun 30/19	Claim submitted	KC		Complete				
CWWF Claim Jul 1/19 - Sep 30/19	Claim submitted	KC		Complete				
ICIP Grant application Creek Road Bridge	Claim submitted	KC		Complete			Application Submitted	
OCIF Annual Reporting	Claim submitted	KC		Complete			Due end of June	
Main Street Revitalization Grant reporting	Claim submitted	KC		Complete			Submitted Ma/19	
Creation of new building permit deposit tracking form	Balances to GL monthly	KC, JR, CL		Complete	Complete		Procedures clarified. Hopefully perfect for Q2	
Creation of cost centres for capital	Cost centres complete	KC, SMT		Complete				
Creation of Tax Bill Inserts	inserts	KC, TK, SH		Complete				
Variance reports - Quarterly to council		KC			Execution	Complete		
Tax Arrears Collection reports - Quarterly to Council					Execution	Complete		

Preparation 
Execution 
Complete 

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: November 20, 2019

MOVED BY: _____

SECONDED BY: _____

THAT the Committee of the Whole receives Staff Report No. BP-2019-39 – Planning/Building & By-law Enforcement update – 2019 Workplan.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

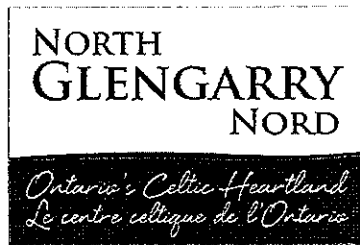
Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 5 (e)



STAFF REPORT TO COMMITTEE OF THE WHOLE

Report No: BP-2019-39

November 20, 2019

From: Jacob Rheume – Chief Building Official / Director of Building, By-law & Planning

RE: 2019 Work Plan

Recommended Motion:

THAT the Committee of the Whole receives Staff Report No. BP-2019-39 – the Director of Building, By-law & Planning 2019 Work Plan.

Background / Analysis:

The Building, By- Law & Planning Department is presenting the Committee of the Whole with their work plan update for 2019.

BUILDING

Maxville Water Project

A Building Permit Application that is signed by an owner gives the Chief Building Official the right of entry inside a building to inspect, as per Building Code Act. Many applications already have been submitted. Many connections are also already completed, waiting for water to be available to connect to potable water system. With potential water being available next month, the Building Department along with Water Works are preparing for some first connection inspections.

Building Permit Application & Tracking Software

The IT department and CBO attended a presentation on a software for Building Permits issuance, tracking and inspection. The software appears like it's working well for a building department but is very expensive to buy the software and maintenance/updates also very expensive. The Department is working alongside IT to create newer software for Building Permit Applications & tracking system being linked with Zoning and to assess all cost to make right decisions for future. We are checking into potentially at By-law and Planning tracking in the same software, which would make it even more useful. A GIS and IT Technician may be a potential solution for cost savings and service delivery.

Review of Sign By-law

The sign By-law will be reviewed early 2020. Location, size, temporary or permanent, fees, will be some if the reviewed items.

Review of Civic Number By-law

The sign By-law will be reviewed early 2020. The new Farm 911 will be merged with the civic By-law. We will be reviewing application system, installation guide, etc.

Building Permits

We are currently close to 225 Building Permits that have been issued in 2019, a little more than last year. That includes SFD, decks, pools, livestock facilities, demolitions, etc.

BY-LAW ENFORCEMENT

Creation of Animal Control By-law

The By-law Enforcement Officer and the Department are currently working on a new Animal Control By-law, which would include dogs and an Exotic/Prohibited Animal By-law. We already have the Dog By-law but as the dog catcher duties will change, that By-law will also need to be updated. We currently do not have an Exotic/Prohibited Animal By-law.

Review Dog Catcher Duties

There is currently an agreement in place for all Townships of SDG for a dog catcher until the end of March 2020 but we are looking into some other options for after. We recently decided that it was of best interest for North Glengarry to pull out of a joint kennel for animal control throughout the United Counties. We will be looking at veterinary clinics, kennels and local farmers and evaluate what the best process would be.

Review of Garage Sale By-law

The sign By-law will be reviewed in 2020. The location, free weekends, setbacks, articles to be sold, will be some if the reviewed items.

Ongoing Complaints

The By-law is also working on several files to achieve compliance with municipal By-laws in a timely manner and to avoid any additional costs.

PLANNING

Draft Zoning By-law Review (2017)

The Planner held conference call with JL Richards and was updated on the project status since Gerry's departure from the Township. Currently working on an extensive detailed log of past ZBA and MV applications for analysis to create new 'zones' to accommodate repetitive amendments within new zones. The next step is creating a matrix chart to identify major gaps in the 2000 Comprehensive ZBL, identify parts of the 2017 review that can be incorporated into the current review, and moving forward.

Update of current GIS

A GIS technician was hired to update the GIS planning layers. Currently working with the Planner and IT to update all layers for new updated GIS. The GIS technician contract was extended until the end of 2019 for now. The department is evaluating the value of a GIS/IT technician for a new building permit/by-law application that needs a major upgrade.

Cannabis use - Zoning By-law Amendment

The Planning Department completed Cannabis Zoning By-law Amendment and Cannabis Retail Application Review Policy documents. The documents are currently being reviewed and will then submit for approval.

Main Street Renewal Project

A discussion on the status of Main Street Renewal Project was done with Ryan before his departure. Currently the project is suspended until the new Director commences his work at the Township. County level main street consultations to take place late summer/fall 2019 or spring 2020.

Town Core & Rural Cycling Project

The Planner attended the Annual Active Transportation Summit in South Stormont, useful materials and ideas were collected. The ideas were also discussed with the Economic Development Officer. Both will be collaborating with the public works department and the recreation department on the project to create a more bike friendly town core and expand/improve the recreational trails network.

Forest Conservation By-law

The draft documents for the Forest Conservation By-law and application are completed. We are now waiting some comments from Conservation Authorities to implement the By-law. It will be made available to public soon for comments and concerns. The By-law will then be reviewed and implemented with the public's comments. The plan is to also assign Set Fines to the By-law for an easier way to enforce it. The By-law is currently in review by Township staff to try simplify the entire process and stream line it.

LPAT Official Plan Appeal

The Planning Department is working together with SDG Counties and Township planners, attending bi-monthly half day meetings for discussing the process and moving forward in the appeal.

Ongoing Zoning By-law Amendments, Consent Applications, Minor Variances

Also working on several files with applicants that will be forwarded to Council in due time. The meetings with customers are daily for pre-consultations, review of applications. Discussing possibilities in English and French.

Severance Process – SDG vs Township

The Planning Department will put together a short presentation/information session to explain precisely how the process works and who is responsible for what. Also review legislation to know more about the “flag lots” issues.

Bed & Breakfast – Air B & B

The Planning Department will put together a short presentation/information session to explain the requirements and when the Township needs to get involved, Planning, Building and By-law all have different sets of rules that all needs to be followed.

Alternatives:

None.

Financial Implications:

No financial implications to the Township

Attachments & Relevant Legislation:




None.

Others consulted:

Todd McDonell, *By-law Enforcement Officer*
Kasia Olszewska, *Planner*

Signed by Sarah Huskinson – CAO/Clerk

	Building, Planning, By-Law Department Tasks	Deliverable	Involvement	2019				2020	Progress
				Q1	Q2	Q3	Q4		
Strat Plan	Create a list of all municipally owned land and properties. Evaluate each of the properties for municipal use vs land sale or development. Present the report and recommendations to Council for approval.	Approved by Council	KO						
	Create a Tree Canopy by-law and permitting system.	Approved by Council	KO, JR, SH						
	Develop a plan to attract development across all demographics in Maxville and Alexandria following the completion of the infrastructure projects.	Approved by Council	KO						
	Complete a development charges feasibility study.	Approved by Council	JR						
	Review current by-laws for enforcement.	Approved by Council	JR, TM						
	Provide training to all departments on excellence in customer service.	Approved by Council	JR, TM, KO, CL						
Policies	Draft Zoning By-law Review (2017)	Approved by Council	KO, JR						
	Cannabis use - Zoning By-law Amendment	Approved by Council	KO						
	Review of Civic Number By-law	Approved by Council	JR						
	Creation of Animal Control By-law (SDG)	Approved by Council	TM, JR						
	Review of Garage Sale By-law	Approved by Council	TK, JR						
	Review of Sign By-law	Approved by Council	JR						
	Creation of Tree Canopy By-law	Approved by Council	KO, JR, SH						
Other	Main Street Renewal Project	Ongoing Planning/ Public Works/ SDG project	KO, RM, TK						
	Town Core & Rural Cycling Project	Ongoing Planning/ Ec. Dev./ SDG project	KO, TK						
	Ongoing ZBA, MV	Ongoing Planning	KO						
	Ongoing Consent Applications	Ongoing Planning	KO						
	Ongoing OP Appeal (SDG)	Ongoing Planning/ Township and SDG Appeal	KO						
	Building Permit Application & Tracking Software	IT building a new software for building permits and zoning references and tracking	RE, JR						
	Dog tags tracking	By-law Officer to overlook the entered date	TM, CL						
	By-law/Complaint Software	Easier and simpler tracking software for complaints	TM, CL						
	Review Dog Catcher Duties	Current contract to expire	TM, JR						
	Ongoing By-law Complaints	Ongoing By-law	TM						
	Ongoing Building Permit Applications	Ongoing Building	JR						
	Maxville Water Connections	Ongoing	JR						
	Severance Process – SDG vs Township	Ongoing	KO, JR						
Bed & Breakfast – Air B & B	Ongoing	KO, JR							

Preparation 
Execution 
Complete 

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: November 20, 2019

MOVED BY: _____

SECONDED BY: _____

THAT the Committee of the Whole receives Staff Report No. PW 2019-22 - Public Works update – 2019 November Workplan.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 5 (g)



STAFF REPORT TO COUNCIL

November 15th, 2019

From: Michel Riberdy – Director of Public Works

RE: Public Works Department – November Update

Recommended Motion:

THAT the Committee of the Whole receives Staff Report No. PW 2019-22 for information purposes.

Background / Analysis:

The Public Works Department staff have been busy performing a vast amount of work during the month of November.

Roads Department:

Bridges

The Public Works Director is currently reviewing 7 eligible proposals from various engineering companies for the Creek Road Bridge Replacement Project.

Skye Road Reconstruction

The preparations for Skye Road were completed jointly by the Township of North Glengarry and The Nation Municipality. The Township equipment used consisted of four tandem trucks and a backhoe.

Paving began at the end of October, but Cornwall Gravel was unable to pave the full 3.2 kilometers due to the weather. Approximately half of the work was completed. The remaining work will be completed in the spring 2020.

Ditching and Road Work

Staff ditched 500 meters on Auld MacMillan Road and Kenyon Concession 6 Road.

Staff is in the process of cleaning up the debris on the road from the wind storm that occurred at the end of October / beginning of November. As the Roads Department is short staffed, the process is still ongoing.

The Manager of Transportation inquired about line painting several surface treated roads at the end of the season. The line painting company had already left the County for the season and it would have been too costly to have them back. Also, the air temperature must be 5° C or greater for the paint to dry immediately within the specification timeline. Therefore, the line painting program will account for the surface treated roads to be done in the spring of 2020.

Winter Control

The Kenyon and Lochiel garages received their first shipment of stone dust in late October. Approximately 1000 tons of stone dust and 100 tons of salt were received at each garage. The stone dust and salt were mixed at a ratio of 9:1 for winter control. Straight salt will be used for winter maintenance in Alexandria.

Patrol yards are being prepared for the winter; equipment is being repaired and general maintenance is being performed. Winter maintenance activities began on November 12, 2019 with the first heavy snowfall of the season.

Miscellaneous Activities

Staff noticed that the roof at the old Alexandria Moulding building located at 95 Lochiel Street was leaking. Measures were taken at the end of October to repair the roof and stop the leak.

The banners and frames for Remembrance Day were put up during the first week of November. Staff will remove the Remembrance Day banners and begin putting up the Christmas snowflake decorations in the beginning of December.

The Christmas tree for Maxville was generously donated by a resident of North Glengarry. Staff will cut down the tree and erect it in Maxville in time for the tree lighting ceremony on Saturday November 16, 2019.

Water Works Department:

Hydrants

Staff revisited the winterized hydrants in Alexandria to ensure that there was no water left inside of them.

Water Works staff, in collaboration with the IT department, are working to implement a new GIS system. This system will track hydrant maintenance to ensure no hydrants are missed during the winterizing program.

Training

Operators have attended training on various courses throughout the month. The newest Water Works operator has successfully completed his mandatory probation period. He will now require numerous mandatory courses as well as on going safety training.

Lagoons

Sludge level measurements are being taken at the Alexandria lagoons to track the amount of sludge in the lagoon cells. This must be done annually.

Mill Square and Ottawa Street

The hot mix HL-3 asphalt placement on Mill Square, Ottawa Street and Catherine Fraser Street has not yet been completed. The work was scheduled to begin on November 12, 2019 but was delayed due to inclement weather. The paving is set to take place in the next few weeks depending on the weather. The contractor will have two crews on site when the opportunity arises.

Maxville Water Project

Staff have been flushing, disinfecting and sampling the new transmission main between Maxville and Alexandria in an attempt to expedite water to Maxville. This has been a daily task for the last 3 weeks, including Saturdays and Sundays. There have been ongoing issues with getting clear sample results. The contractor has had to open and flush out numerous hydrants to ensure there is no debris in the pipes.

Staff has coordinated with the contractor and EVB to begin flushing and super chlorinating the system within Maxville.

Water Main Repair

A leak was found at the corner of Kenyon Street West (County Road 43) and Main Street (County Road 34). The leak was repaired in one day. There were no issues during the repair and the water was off to only a few houses for a short period of time. The paving was completed in the same week.

Drinking Water Quality Management System (DWQMS)

The DWQMS requires that the results from the Infrastructure Maintenance, Rehabilitation and Renewal Review be communicated to the owner. This review identifies deficiencies, trending, and operational requirements through various levels of the operations and helps to highlight potential areas for budgeting requests or treatment shortfalls.

The annual review was held on October 30, 2019 and was attended by operation staff and the Environmental Services Manger. Action items included the creation of forms to better capture information, the scheduling of cleaning for the sludge tank, and items pertaining to l-beam deficiencies that were noted during annual inspections. No major infrastructure requests were highlighted at this time.

The DWQMS also requires the results from the Provision for Infrastructure Review be communicated to the owner. This review identifies deficiencies, trending, operational requirements and discusses internal/external auditing as well as compliance findings from MECP to Top Management and help drive decisions for budgeting requests.

The review was held on November 8 and was attended by the Public Works Director, the Environmental Services Manager and the QMS Representative. Action items included the opportunity to reclassify the Glen Robertson Drinking Water System, and highlighted issues noted with the flow monitoring in Glen Robertson. Discussions were held regarding the training matrix and looking into various means of tracking specific training for operational staff and new hires and the potential for increased work when the Maxville Water System is put into operation. No major infrastructure requests were highlighted at this time.

Miscellaneous Activities

The internal audit took place on November 6th, 2019. The Township hired Acclaims Environmental Inc. to perform the audit in preparation for the upcoming external audit. The QMS Representative has taken the feedback into account when preparing for the external audit.

Staff performed regular sampling and maintenance within the systems as well as the mandatory testing inspections at all recreation centres.

Alexandria Water Treatment Plant Upgrade

Staff coordinated with the contractor at the water plant to facilitate the ongoing upgrades. Staff have been working collaboratively with the contractor to ensure that the water plant upgrades go smoothly. A few upgrades had to be modified as there were items that were not installed as per the specifications/drawings.

Drainage Department:

Municipal Drains/Beaver Management

The Township received submissions from 5 different contractors in response to the RFQ issued on October 18, 2019. After staff reviewal, the 20 drains were awarded to the lowest bidders. The necessary culverts have been ordered by staff. Work on the drains will begin immediately and be ongoing until next spring.

South Nation Conservation Authority approved the construction of a small weir (swale) on a natural watercourse and the Township was issued a permit to proceed with construction. The work is estimated to take three days and the anticipated start date is November 18th, 2019.

R.A.R.E.

In April of 2019, R.A.R.E. submitted information for the Blue Box Financial Datacall submission. R.A.R.E. was selected for an audit because the costs submitted for 2018 were over 10% greater than the costs submitted for 2017. The increase in cost was primarily due to extra expenses incurred from moving unsorted material to other recycling facilities.

The audit took place on November 7, 2019. The audit was successful and took only 3 hours to complete. Management at R.A.R.E. is currently waiting for follow-up questions and feedback from the auditors.

Comments

This report is presented for information purposes only.

Public Works Department Tasks	Deliverable	Involvement	2019				2020	Progress
			Q1	Q2	Q3	Q4		
Strat Plan	Provide safe potable water to the residents of Maxville.	Water quality monitoring	PW/WW					End of 2020
	Upgrade the wastewater treatment system in the Town of Alexandria	Plant upgrade	PW/WW/ENG.					Contingent on Funding, Tender document complete
	Cost benefit analysis of road types for each Twp. road.	Report	PW					End of 2020
	Develop a plan in collaboration with the County to redesign specific roads for diverting heavy truck traffic.	Engineer Report	PW					Ongoing study
	Cost benefit analysis for the RARE plant.	Report	PW					Spring 2020
	Review the curbside collection program for the feasibility and costs savings by collecting the garbage internally or contracting the services to a private company	Report	PW					End of 2020
	Investigate ways to increase the waste diversion rate.	Report	PW/RARE					End of 2020
Pump needs study		EVB/water dept.					Part of the master service plan	
Pump Flow testing		EVB/water dept.					Part of the master service plan	
Harrison/Mill square water main	Watermain upgrade	Roads/water dept					Asphalt placement remaining (weather dependant)	
Valve and Hydrant replacement	Updated maintenance logbook	all water staff					Replace valves and hydrants as required once Harrison Street work is performed	
Watermain air relief valves		all water staff					Work to be completed before the end of December 2019, supplies just arrived.	
Polymer and Coagulant pump		all water staff					Forms part of the Alexandria water treatment plant upgrades	
Forcemain air relief valve		all water staff					Repairs to be performed before the end of December of 2019, supplies just arrived	
Sewage pumps		all water staff					Work not complete and no completion date set at this time	
Sewage pumping station roofs		all water staff					Repairs to be performed before winter of 2019	
Alexandria water treatment plant upgrade		EVB/WW/Const.					Contract awarded to Bourgon Construction, Completion 2020	
Maxville distribution system		EVB/WW/Const.					Flushing/disinfecting distribution line, ongoing	
Maxville Water Tower		EVB/WW/Const.					Flushing/disinfecting water tower, ongoing	
Maxville booster station		EVB/WW/Const.					Ongoing	
Maxville transmission main		EVB/WW/Const.					Flushing/disinfecting transmission line, ongoing	
Bishop St. Bridge	Deck Cond Survey/Rehab	PW/Eng/Const.					Deck survey completed, report ongoing	
Concession 8 Bridge	Deck Cond Survey/Rehab	PW/Eng/Const.					Deck survey completed, report ongoing	
Dominion St. South Bridge	Major Rehab	PW/Eng/Const.					Deck survey completed, report ongoing	
Sidewalk Repair/Replacement	New Sidewalks	PW/Const.					Sandfield Sidewalk, Spring 2020	
Skye Road (Phase 1)	Road Section Rehabilitation						± 3.2 km road section rehabilitation (pavement to be completed in Spring 2020, road base is soft)	
Creek Road Bridge - RFP Bridge Design	Engineering Services						2020 Bridge Replacement	
GPS System Upgrade							Review	
RARE - South Wall and Dock Repairs	Asset Management	RARE					On hold - Operation Review	
RARE - New Gate	Regulatory	RARE					On hold - Operation Review	
2020 Capital Program		All Staff					Capital Budget Preparation	
Land Purchase - Glen Robertson Landfill	CAZ	PW					Purchase complete, register land as CAZ	
Fleet Management Plan - Township	Internal document	PW/Other Depts.					2020 Review	
Legal matter - slip and fall		PW/CAO					Ongoing	
Update Winter Maintenance Policy	Regulatory	PW					2020 Review/Update	
Union Negotiations - Water	Internal Document	Utilities/PW					Contract Negotiation	
Bridge Inspections	Internal Document	PW/Eng.					Field inspections completed, report ongoing	
Alexandria Landfill Closure	External document	PW/Eng.					P2g2 Engineering study/report	
Gravel Road Conversion Candidates	Internal document	PW					2020 Review	
Road Needs Study Update	Internal document	PW					2020 Review	
Municipal Drain Report ARDA	External document	Drainage Eng.					Ongoing, Lascelles Eng.	

Public Works Department Tasks	Deliverable	Involvement	2019				2020	Progress
			Q1	Q2	Q3	Q4		
Monitoring Well Development/Install	Monitoring reports	PW/Eng.						Jp2g Consultants Inc. to install monitoring wells on newly purchase property (CAZ) Glen Robertson

Preparation 
 Execution 
 Complete 

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: November 20, 2019

MOVED BY: _____

SECONDED BY: _____

THAT the Committee of the Whole receives Staff Report No. COW FD 2019-04 – Fire Dept. – 2019 Workplan update.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

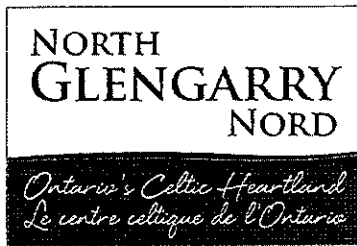
Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 5 (h)



STAFF REPORT TO COUNCIL

Report No: COW FD 2019-04

November 20th, 2019

From: Matthew Roy - Fire Chief

RE: 2019 Work Plan

Recommended Motion:

That the Committee of the Whole receives Staff Report No. COW FD 2019-04 the Fire Chief's 2019 Work Plan update.

Background / Analysis:

Last Work Plan update: September 2019

COMMUNICATIONS

The communication project is currently on going in phase 1 with all equipment in place and training in the coming month. We are currently experiencing a delay with changes required at the Cornwall Dispatch centre and are working with Bell for solutions. Phase 2 of the project at the Maxville Water tower was delayed, however still on track to be completed prior to Dec 31, 2020. The additional site in Maxville tower will "go-live" in January 2020.

SD&G County IT have been exploring a County wide communication system for fire departments. SD&G County council authorized County IT to engage a consultant to assess existing radio infrastructure and user gear and provide an expert opinion on how the County should proceed. The report provided a review of all the departments in SD&G with North Glengarry Fire Department having a new system, we are in a good position, and will continue to work with the counties to assess the benefits of shared infrastructure.

TRAINING FACILITY

The training facility project is currently in the building phase, soil test and structural plan are being completed. The project is delayed due to weather conditions; however, work is still planned until end of Dec. The project will continue and move into phase 2 in 2020.

STATION RENOVATIONS

Station 1 renovation are progressing well, with new offices and equipment room, to include a new heating system to replace old base board heating and A/C units.

POLICIES AND PROCEDURES

We continue to update our policies and procedure; this item will be ongoing.

RECORDS MANAGEMENT SYSTEM (BeeOn)

We continue to experience issues the vendor ICO. The County IT have suggested a system they would support. On-going communication with ICO and Counties are taking place, with continued pressure of implementation in 2019.

TRAINING

Our training program has been very successful, establishing a joint station approach. We recently received training in Autism Awareness, this training proved to be a very valuable, while equipping our apparatus with Autism Kit to assist person(s) with autism in an emergency.

A recruit training program is being delivered for our 9 new recruits. All recruits are continuing to progress well in the program.

PPE MAINTENANCE, AIR MANAGEMENT

The PPE maintenance program is proving to be a high budget item, due to shipping cost to the vendor in Toronto. We are moving to a different vendor in effort to reduce cost, however NFPA standards continue to change, placing higher expectation on PPE cleaning in 2020.

New lockers at Station 2 – Apple Hill, have been purchased in effort to meet the NFPA 1851 standards.

AID AGREEMENTS, F.D. REVIEW/RISK ASSESSMENT, BY-LAW REVIEW

Currently conducting a review of all by-laws specifically:

Burn by-law – Completion November and implementation Jan 2020
Establishing a fire department – under review to new OFM standard.

Alternatives:

None.



Financial Implications:

Attachments & Relevant Legislation:

Others Consulted:

Signed by Sarah Huskinson, CAO/Clerk

Fire Department Tasks		Deliverable	Involvement	2019				2020	Progress
				Q1	Q2	Q3	Q4		
Strat Plan									
Capital Projects	Communications	Project approved by Council	MR	Preparation	Execution	Execution	Complete		
	Training Facility	Project approved by Council	MR	Preparation	Execution	Execution	Complete		
	Firewells	Project approved by Council	MR	Preparation	Execution		Complete		
	Station Renovations	Project approved by Council	MR		Preparation	Execution	Complete		
Other	Policies and Procedures	Requires updating	MR		Preparation	Execution	Complete	New SOP created, ongoing	
	Record Management System	2018 Capital project	MR	Preparation	Execution	Execution	Complete	Under review	
	Training program	NFPA 1001	MR	Execution	Execution	Execution	Complete	Phase 3 RIT completed	
	PPE Maintenance	NFPA 1851	MR	Execution	Execution	Execution	Complete	Full program in place	
	Air Management Program	NFPA 1989	MR	Execution	Execution	Execution	Complete	Final prog. review in progress	
	Aid Agreements	FPPA	MR	Preparation	Execution	Execution	Complete	Under review	
	F. D. Review and Risk Assessment	FPPA	MR	Preparation	Execution	Execution	Complete	Ongoing	
	Review By-laws establishing fire department	OFM template	MR		Preparation	Execution	Complete	Currently updating	
	New Burn By-law	Required updating	MR			Execution	Complete	Report to council	
	Strategic Work Plan		MR				Execution		

Preparation 
 Execution 
 Complete 

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

PUBLIC MEETING

Monday, July 22nd, 2019
Council Chambers
Centre Sandfield Centre
102 Derby Street West, Alexandria, ON

A Public Meeting was held in the Council Chamber on Monday, July 22nd, 2019 at 6:30 p.m.

PRESENT: **Mayor** – Jamie MacDonald
Deputy Mayor – Carma Williams
Councillor (Lochiel Ward) – Brenda Noble
Councillor (At Large) – Jacques Massie
Councillor (Maxville Ward) – Johanne Wensink
Councillor (Kenyon Ward) – Jeff Manley
Councillor (Alexandria Ward) – Michel Depratto
CAO/Clerk – Sarah Huskinson
Township Planner – Kasia Olszewska
Director of Building, By-law & Planning – Jacob Rheume

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: Johanne Wensink

Seconded by: Jeff Manley

That the Council of the Township of North Glengarry accepts the Public meeting agenda of Monday, July 22nd, 2019.

Carried

3. ACCEPT THE MINUTES

Resolution No. 2

Moved by: Jeff Manley

Seconded by: Johanne Wensink

That the Council of the Township of North Glengarry accepts the minutes of the Public Meeting of Monday, June 24th, 2019.

Carried

The Meeting was then turned over to the Planning Department – Kasia Olszewska

4. ZONING AMENDMENTS

a) No. Z-07-2019

Owner: Nolan Morrison **Agent:** Jacques Lajoie

Location: 72 Kenyon Street West, Alexandria

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

b) No. Z-08-2019

Owner: Annette Dumouchel Estate

Location: 19965 County Road 43, Alexandria

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: Brenda Noble

Seconded by: Michel Depratto

There being no further business to discuss, the meeting was adjourned at 6:41 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

THE COMMITTEE OF ADJUSTMENT MEETING

Thursday, August 22nd, 2019
Council Chambers
Centre Sandfield Centre
102 Derby Street West, Alexandria, ON

A Committee of Adjustment Meeting was held in the Council Chamber on Thursday, August 22nd, 2019 at 5:30 p.m.

PRESENT: **Mayor** – Jamie MacDonald
Councillor (At Large) – Jacques Massie
Councillor (Kenyon Ward) – Jeff Manley
Councillor (Alexandria Ward) – Michel Depratto
CAO/Clerk – Sarah Huskinson
Director of Building, By-law & Planning – Jacob Rheaume

REGRETS: **Deputy Mayor** – Carma Williams
Councillor (Lochiel Ward) – Brenda Noble
Councillor (Maxville Ward) – Johanne Wensink
Township Planner – Kasia Olszewska

1. COMMITTEE OF ADJUSTMENT MEETING CALLED TO ORDER

The chair of the Committee called the Meeting to order at 5:30 p.m.

2. ACCEPT THE AGENDA

Resolution No. 1

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

That the Council of the Township of North Glengarry accepts the Committee of Adjustment Hearing agenda of Thursday, August 22nd, 2019.

Carried

3. ACCEPT THE MINUTES

Resolution No. 2

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

That the Council of the Township of North Glengarry accepts the minutes of the Committee of Adjustment Hearing of Monday, March 25th, 2019.

Carried

The Meeting was then turned over to the Planning Department – Jacob Rheaume

4. MINOR VARIANCES

a) **No. MV-03-2019**
Owner: Marc Delorme
Location: 248 East Boundary Rd., Alexandria

Resolution No. 3

Moved by: Michel Depratto **Seconded by:** Jacques Massie

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

Carried

b) No. MV-04-2019

Owner: Yvon Bellefeuille

Location: 568 Tobin St., Alexandria

Resolution No. 3

Moved by: Jeff Manley

Seconded by: Jacques Massie

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. 4

Moved by: Michel Depratto

Seconded by: Jacques Massie

There being no further business to discuss, the meeting was adjourned at 5:40 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

PLANNING COMMITTEE MEETING

Thursday, August 22nd, 2019
Council Chambers
Centre Sandfield Centre
102 Derby Street West, Alexandria, ON

A Public Meeting of Planning was held in the Council Chamber on Thursday, August 22nd, 2019 at 5:30p.m.

PRESENT: Mayor – Jamie MacDonald
Councillor (At Large) – Jacques Massie
Councillor (Kenyon Ward) – Jeff Manley
Councillor (Alexandria Ward) – Michel Depratto
CAO/Clerk – Sarah Huskinson
Director of Building, By-law & Planning – Jacob Rheume

REGRETS: Deputy Mayor – Carma Williams
Councillor (Lochiel Ward) – Brenda Noble
Councillor (Maxville Ward) – Johanne Wensink
Township Planner – Kasia Olszewska

1. PUBLIC MEETING CALLED TO ORDER

The chair of the Committee called the Meeting to order at 5:30 p.m.

2. ACCEPT THE AGENDA

Resolution No. 1

Moved by: Jacques Massie

Seconded by: Jeff Manley

That the Council of the Township of North Glengarry accepts the Planning Committee meeting agenda of Thursday, August 22nd, 2019.

Carried

3. ACCEPT THE MINUTES

Resolution No. 2

Moved by: Jeff Manley

Seconded by: Jacques Massie

That the Council of the Township of North Glengarry accepts the minutes of the Planning Committee Meeting of Monday, July 22nd, 2019.

Carried

The Meeting was then turned over to the Planning Department – Jacob Rheume

4A. ZONING AMENDMENT

a) No. Z-09-2019

Owner: Ronald Theoret

Location: Concession 1 Lot 9

Resolution No. 3

Moved by: Michel Depratto

Seconded by: Jacques Massie

That the Planning Committee recommend approval of zoning amendment **Z-09-2019** and that the application be forwarded to the Council of the Township of North Glengarry for further consideration and approval.

Carried

4B. SEVERANCES

a) No. B-50/19

Owner: Valdron AG Inc.

Location: 18995 Kenyon Conc Rd 4, Alexandria

Resolution No. 4

Moved by: Jeff Manley

Seconded by: Jacques Massie

That the Planning Committee receives severance application **B-50/19** for information purposes only.

Carried

b) No. B-57/19

Owner: Alexander Kinloch

Location: Auld MacMillan Rd., Alexandria

Resolution No. 5

Moved by: Jacques Massie

Seconded by: Jeff Manley

That the Planning Committee receives severance application **B-57/19** for information purposes only.

Carried

c) No. B-58/19

Owner: Alexander Kinloch

Location: Auld MacMillan Rd., Alexandria

Resolution No. 6

Moved by: Jacques Massie

Seconded by: Jeff Manley

That the Planning Committee receives severance application **B-58/19** for information purposes only.

Carried

d) No. B-60/19

Owner: David Dumouchel

Location: 21795 McCormick Rd., Glen Robertson

Resolution No. 7

Moved by: Michel Depratto

Seconded by: Jacques Massie

That the Planning Committee receives severance application **B-60/19** for information purposes only.

Carried

5. OLD BUSINESS

6. NEW BUSINESS

7. NOTICE OF MOTION

8. ADJOURNMENT

Resolution No. 11

Moved by: Michel Depratto

Seconded by: Jacques Massie

There being no further business to discuss, the meeting was adjourned at 6:04 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

THE COMMITTEE OF ADJUSTMENT MEETING

Monday, September 9th, 2019
Council Chambers
Centre Sandfield Centre
102 Derby Street West, Alexandria, ON

A Committee of Adjustment Meeting was held in the Council Chamber on Monday, September 9th, 2019 at 6:30 p.m.

PRESENT: **Mayor** – Jamie MacDonald
Deputy Mayor – Carma Williams
Councillor (Lochiel Ward) – Brenda Noble
Councillor (Kenyon Ward) – Jeff Manley
Councillor (Maxville Ward) – Johanne Wensink
Councillor (Alexandria Ward) – Michel Depratto
CAO/Clerk – Sarah Huskinson
Director of Building, By-law & Planning – Jacob Rheume
Township Planner – Kasia Olszewska

REGRETS: **Councillor (At Large)** – Jacques Massie

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: Michel Depratto

Seconded by: Brenda Noble

That the Council of the Township of North Glengarry accepts the Committee of Adjustment Hearing agenda of Monday, September 9th, 2019.

Carried

3. ACCEPT THE MINUTES

Resolution No. 2

Moved by: Jeff Manley

Seconded by: Johanne Wensink

That the Council of the Township of North Glengarry accepts the minutes of the Committee of Adjustment Hearing of Thursday, August 22nd, 2019.

Carried

The Meeting was then turned over to the Planning Department – Kasia Olszewska

4. MINOR VARIANCES

a) No. MV-05-2019

Owner: 1024248 Ontario Inc. (Frank Suter)

Location: 20905 Lochiel Rd., Alexandria

Resolution No. 3

Moved by: Brenda Noble

Seconded by: Michel Depratto

The clerk asked for comments from the public in attendance.

Mr. Graham Johnson who resides to the west of Mr. Suter is of the opinion that this application is not minor but a major variance.

Ms. Henriette Keusch resides in front of Mr. Suter has no objections and supports the application.

Mr. Campbell MacGillivray would like to see the barn built in a different location, in the north portion of the lot, further away from residential dwellings.

The clerk asked two additional times for comments from the public in attendance. No other comments were made.

Defeated

5. OLD BUSINESS

6. NEW BUSINESS

7. NOTICE OF MOTION

8. ADJOURNMENT

Resolution No. 4

Moved by: Johanne Wensink

Seconded by: Jeff Manley

There being no further business to discuss, the meeting was adjourned at 7:04 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

PLANNING COMMITTEE MEETING

Monday, September 9th, 2019
Council Chambers
Centre Sandfield Centre
102 Derby Street West, Alexandria, ON

A Public Meeting of Planning was held in the Council Chamber on Monday, September 9th, 2019 at 6:30p.m.

PRESENT: **Mayor** – Jamie MacDonald
Deputy Mayor – Carma Williams
Councillor (Lochiel Ward) – Brenda Noble
Councillor (Kenyon Ward) – Jeff Manley
Councillor (Maxville Ward) – Johanne Wensink
Councillor (Alexandria Ward) – Michel Depratto
CAO/Clerk – Sarah Huskinson
Director of Building, By-law & Planning – Jacob Rheume
Township Planner – Kasia Olszewska

REGRETS: **Councillor (At Large)** – Jacques Massie

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 AS AMENDED

Resolution No. 1

Moved by: Jeff Manley

Seconded by: Johanne Wensink

That the Council of the Township of North Glengarry accepts the Planning Committee meeting agenda of Monday, September 9th, 2019.

Carried

3. ACCEPT THE MINUTES

Resolution No. 2

Moved by: Jeff Manley

Seconded by: Johanne Wensink

That the Council of the Township of North Glengarry accepts the minutes of the Planning Committee Meeting of Thursday, August 22nd, 2019.

Carried

The Meeting was then turned over to the Planning Department – Kasia Olszewska

4A. ZONING AMENDMENT

a) **No. Z-10-2019**

Owner: Guy Cholette

Location: 20490 McCormick Rd., Alexandria

Resolution No. 3

Moved by: Michel Depratto

Seconded by: Brenda Noble

That the Planning Committee recommend approval of zoning amendment **Z-10-2019** and that the application be forwarded to the Council of the Township of North Glengarry for further consideration and approval.

Defeated

4B. SEVERANCES

a) **No. B-70/19**

Owner: Donald MacKay

Location: 21807 Conc Rd 10, Glen Robertson

Resolution No. 4

Moved by: Brenda Noble

Seconded by: Michel Depratto

That the Planning Committee receives severance application **B-70/19** for information purposes only.

Carried

4C. SITE PLAN DEVELOPMENT AGREEMENT

a) **No. 36-2019**

Owner: 7137796 Canada Inc. (Benson)

Location: 372 Main St., Alexandria

Resolution No. 5

Moved by: Johanne Wensink

Seconded by: Jeff Manley

That the Planning Committee recommend approval of Site Plan Development Agreement **36-2019** 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. 6

Moved by: Johanne Wensink

Seconded by: Jeff Manley

There being no further business to discuss, the meeting was adjourned at 8:04 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

Section 9

NEW BUSINESS

Section 10

NOTICE OF MOTION

Section 11

QUESTION PERIOD

Section 12

CLOSED SESSION

BUSINESS

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: November 25, 2019

MOVED BY: _____

SECONDED BY: _____

Proceed "In Closed Session",

Identifiable Individual (as this matter deals with personal matters about an identifiable individual, including municipal or local board employees they may be discussed in closed session under sections 239 (2)(b) of the *Ontario Municipal Act*);

And adopt the minutes of the Municipal Council Closed Session meeting of November 12, 2019.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 12

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: November 25, 2019

MOVED BY: _____

SECONDED BY: _____

Adopt Minutes of "In Camera" Session

That the minutes of the Municipal Council "In Camera" session meeting of November 12, 2019 be adopted as printed.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 12

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: November 25, 2019

MOVED BY: _____

SECONDED BY: _____

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

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 12

Section 13

CONFIRMING BY-LAW

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: November 25, 2019

MOVED BY: _____

SECONDED BY: _____

That the Council of the Township of North Glengarry receive By-law 49-2019; and

That Council adopt by-law 49-2019 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 49-2019 be read a first, second, third time and enacted in Open Council this 25th day of November 2019.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

YEA

NEA

Section 13 Item a

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW 49-2019 FOR THE YEAR 2019

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

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

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

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

1. **THAT** the action of the Council at its regular meeting of November 25, 2019 in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law; and;
2. **THAT** the Mayor and the proper officers of the Township of North Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.
4. **THAT** where a “Confirming By-law” conflicts with other by-laws the other by-laws shall take precedence. Where a “Confirming By-Law” conflicts with another “Confirming By-law” the most recent by-law shall take precedence.

READ a first, second and third time, passed, signed and sealed in Open Council this 25th day of November 2019.

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 46-2019, duly adopted by the Council of the Township of North Glengarry on the 25th day of November 2019.

Date Certified

CAO/Clerk / Deputy Clerk

Section 14

ADJOURN

**CORPORATION OF
THE
TOWNSHIP OF NORTH GLENGARRY**

RESOLUTION # _____

DATE: November 25, 2019

MOVED BY: _____

SECONDED BY: _____

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

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

YEA

NEA

Deputy Mayor: Carma Williams

Councillor: Jacques Massie

Councillor: Brenda Noble

Councillor: Jeff Manley

Councillor: Michel Depratto

Councillor: Johanne Wensink

Mayor: Jamie MacDonald

Section 14