

**THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY**  
**Regular Meeting of Council**  
**Agenda**

Monday, April 29, 2024, 6:00 p.m.

Council Chamber

3720 County Road 34

Alexandria, On. K0C 1A0

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

- 1. CALL TO ORDER**
- 2. DECLARATIONS OF PECUNIARY INTEREST**
- 3. ACCEPT THE AGENDA (Additions/Deletions)**
- 4. ADOPTION OF PREVIOUS MINUTES**
  - a. Regular Meeting of Council - April 8 2024
- 5. DELEGATION(S)**
  - a. Conservation Authority Act updates and new Regulations- Phil Barnes, Team Lead - Watershed Management
  - b. Community Living Glengarry - Danielle Duranceau & Réjean Boulanger
- 6. STAFF REPORTS**
  - a. Public Works Department
    1. Sole Sourcing Report – Historic Items
    2. Award of Sidewalk Reconstruction Program 2024
    3. Award of Lochiel Garage Roof Replacement
    4. Award of Dominion Watermain Project 2024
    5. Request to the Province to Amend Blue Box Regulation for ‘Ineligible’ Sources
    6. Award of Storm CCTV
  - b. Community Services Department
    1. Community Services Capital Projects Update & Community Garden Project
    2. Economic Development Action Plan Update
  - c. Treasury Department
    1. Court of Revision Appointment – Ranger Drain
  - d. Planning/Building & By-law Enforcement Department

1. Zoning By-law Amendment No. Z-01-2024
2. Zoning By-law Amendment No. Z-02-2024
3. Zoning By-law Amendment No. Z-03-2024

**7. UNFINISHED BUSINESS**

**8. CONSENT AGENDA**

- a. Community Development Committee Minutes- February 28 2024
- b. Arts, Culture and Heritage Committee Minutes - March 4 2024
- c. RRCA Board of Directors Meeting Highlights - April 18 2024

**9. NEW BUSINESS**

**10. NOTICE OF MOTION**

Next Regular Public Meeting of Council

Monday May 13 2024 at 6:00 p.m. in the Council Chambers, 3720 County Road 34, Alexandria, Ontario.

Note: Meetings are subject to change or cancellation.

**11. QUESTION PERIOD**

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

**12. CLOSED SESSION BUSINESS**

**13. CONFIRMING BY-LAW**

- a. By-law 25-2024

**14. ADJOURN**

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

**Regular Meeting of Council**

**Monday, April 8, 2024, 6:00 p.m.**

**Council Chamber**

**3720 County Road 34**

**Alexandria, On. K0C 1A0**

PRESENT: Mayor: Jamie MacDonald  
Deputy Mayor: Carma Williams  
Councillor: Jacques Massie  
Councillor: Jeff Manley  
Councillor: Michael Madden  
Councillor: Brian Caddell  
Councillor: Gary Martin

ALSO PRESENT: CAO/Clerk: Sarah Huskinson  
Deputy Clerk: Jena Doonan  
Director of Community Services: Anne Leduc  
Director of the Building/By-law & Planning Services: Jacob Rhéaume  
Treasurer & Director of Finance: Zoe Bougie

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

**Resolution No. 1**

**Moved by:** Brian Caddell  
**Seconded by:** Gary Martin

**THAT** the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on April 8 2024 as amended.

12. 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*. **Carried**

4. **ADOPTION OF PREVIOUS MINUTES**

**Resolution No. 2**

**Moved by:** Carma Williams  
**Seconded by:** Jeff Manley

**THAT** the minutes of the following meeting(s) be adopted as circulated.

Special Closed Session of Council - March 25 2024

Regular Meeting of Council - March 25 2024

**Carried**

5. **DELEGATION(S)**

6. **STAFF REPORTS**

a. Administrative Department

1. Emergency Management By-Law 18-2024

**Resolution No. 3**

**Moved by:** Jeff Manley

**Seconded by:** Jacques Massie

**THAT** the Council of the Township of North Glengarry accepts report No. AD-2024-05, Emergency Management By-law; and

**THAT** the Council of the Township of North Glengarry adopts by-law No.18-2024 being a by-law to provide for the establishment and adoption of an Emergency Management Program for the Township of North Glengarry; and

**THAT** by-law No.18-2024 be read a first, second and third time and adopted in open Council this 8<sup>th</sup> day of April, 2024

**Carried**

b. Community Services Department

1. Proposed changes to ice start-up date and tournaments

**Resolution No. 4**

**Moved by:** Gary Martin

**Seconded by:** Carma Williams

**THAT** the Council of the Township of North Glengarry receives staff report CS-2024-08, proposed changes to ice start-up date and tournaments for discussion; and

**THAT** the Council of the Township of North Glengarry approves of a start-up date at the Glengarry Sports Palace of September 13, 2024; and

**THAT** Council approves the modification of the ice rental contracts to include the option of one (1) tournament per association.

**Carried**

2. Award RFT for Maxville & District Sports Complex Engineering Services

**Resolution No. 5**

**Moved by:** Michael Madden

**Seconded by:** Jeff Manley

**THAT** the Council for the Township of North Glengarry receives the Staff Report No. CS-2024-13, Award RFT for Maxville & District Sports Complex Engineering Services; and

**THAT** the Council of the Township of North Glengarry directs the Mayor and the Chief Administrative Officer to enter into a contract with 10097047 Canada Inc. operating as EVB Engineering in the amount of \$70,060.00 for

the Engineering Services for the Maxville & District Sports Complex Ice Surface Floor and Dasher Board Replacement; and

**THAT** the Council of the Township of North Glengarry directs staff to perform the geotechnical testing and structural inspections to determine the scope of work to repair the east wall;

**AND THAT** the Council of the Township of North Glengarry approves the transfer of the remaining funds from this Capital project into a construction reserve for the Maxville & District Sports Complex's cement pad and dasher board replacement.

**Carried**

3. CIP Application for 117 Main Street South in Alexandria

**Resolution No. 6**

**Moved by:** Jeff Manley

**Seconded by:** Michael Madden

**THAT** the Council of the Township of North Glengarry receives Staff Report CS-2024-14, CIP application for 117 Main Street South in Alexandria; and

**THAT** the Council of the Township of North Glengarry approves the Community Improvement Plan Project at 117 Main Street South, Alexandria, Ontario, as submitted by the property owners Stephane and Ginny Ménard.

- Program B – Building Improvement Grant representing a matching grant of 50% up to a maximum of \$7,500.00 for two façades visible from the street.
- Program C - Commercial Signage, Civic Address Signage and Commercial Awning Grant Program representing a matching grant of 50% up to a maximum of \$2,000.00.
- Program E – Building Permit Grant representing a grant equal to 100% of the eligible building permit fees to a maximum of \$750.00.
- Program G – Municipal Loan Program of \$10,000.00.

Total Grants: \$10,250.00

Total Loan: \$10,000.00

**Carried**

c. Treasury Department

1. First Quarter Variance Report

**Resolution No. 7**

**Moved by:** Jacques Massie

**Seconded by:** Gary Martin

**THAT** the Council of the Township of North Glengarry receives staff report TR-2024-09 First Quarter Variance Report for information purposes only.

**Carried**

d. Planning/Building & By-law Enforcement Department

1. Zoning By-Law Amendment No. Z-19-2023

**Resolution No. 8**

**Moved by:** Brian Caddell

**Seconded by:** Carma Williams

**THAT** the Council of the Township of North Glengarry adopt Zoning By-Law No. Z-19-2023; and

**THAT** by-law No. Z-19-2023 be read a first, second and third time and adopted in open Council this 8<sup>th</sup> day of April, 2024

**Carried**

2. By-law No. 19-2024 Exemption from Part Lot Control - REVISED

**Resolution No. 9**

**Moved by:** Carma Williams

**Seconded by:** Gary Martin

**THAT** the Council of the Township of North Glengarry adopts Part Lot Control By-Law No. 19-2024 to amend By-law No. 21-2023; and

**THAT** by-law 19-2024 be read a first, second and third time and enacted in Open Council this 8<sup>th</sup> day of April 2024.

**Carried**

3. Road Widening By-law No. 20-2024 – Concession Road 10, Glen Robertson

**Resolution No. 10**

**Moved by:** Jeff Manley

**Seconded by:** Michael Madden

**THAT** the Council of the Township of North Glengarry accepts report No. BP-2024-10, Road Widening-Con 10; and

**THAT** the Council of the Township of North Glengarry adopt by law No. 20-2024 being a by law to acquire and dedicate a portion of a property for road widening purposes.

**THAT** by-law No. 20-2024 be read a first, second and third time and adopted in open Council this 8<sup>th</sup> day of April, 2024

**Carried**

4. Road Widening By-law No. 21-2024 – Kenyon Concession Road 1, Apple Hill

**Resolution No. 11**

**Moved by:** Gary Martin

**Seconded by:** Brian Caddell

**THAT** the Council of the Township of North Glengarry accepts report No. BP-2024-11, Road widening-Kenyon Concession Rd 1; and

**THAT** the Council of the Township of North Glengarry adopt by law No. 21-2024 being a by law to acquire and dedicate a portion of a property for road widening purposes.

**THAT** by-law No. 21-2024 be read a first, second and third time and adopted in open Council this 8<sup>th</sup> day of April, 2024

**Carried**

**7. UNFINISHED BUSINESS**

**8. CONSENT AGENDA**

**Resolution No. 12**

**Moved by:** Gary Martin

**Seconded by:** Carma Williams

**THAT** the Council of the Township of North Glengarry receives the item(s) from the consent agenda for information purposes only.

**Carried**

**9. NEW BUSINESS**

**10. NOTICE OF MOTION**

**11. QUESTION PERIOD**

**12. CLOSED SESSION BUSINESS**

**Resolution No. 13**

**Moved by:** Michael Madden

**Seconded by:** Gary Martin

**Proceed "In Closed Session"**

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*.

**Carried**

**Resolution No. 14**

**Moved by:** Gary Martin

**Seconded by:** Jacques Massie

**THAT** we return to the Regular Meeting of Council at 7:30 p.m.

**Carried**

**13. CONFIRMING BY-LAW**

**Resolution No. 15**

**Moved by:** Carma Williams

**Seconded by:** Brian Caddell

**THAT** Council of the Township of North Glengarry adopts by-law 22-2024 being a by-law to adopt, confirm and ratify matters dealt with by Resolution; and

**THAT** By-law 22-2024 be read a first, second, third time and enacted in Open Council this 8th day of April 2024.

**Carried**

**14. ADJOURN**

**Resolution No. 16**

**Moved by:** Jacques Massie

**Seconded by:** Carma Williams

**THERE** being no further business to discuss, the meeting was adjourned at 7:34 p.m.

**Carried**

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CAO/Clerk/Deputy Clerk

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Mayor/Deputy Mayor





March 14, 2024

Dear Member Municipalities,

## **Re: Conservation Authority Act updates and new Regulations**

The Raisin Region Conservation Authority (RRCA) regulates development activities within natural hazard areas including floodplains, unstable slopes, and wetlands under the *Conservation Authorities Act*. Property owners in these regulated areas require RRCA permission to undertake development activities including, but not limited to, the construction or reconstruction of a building; site grading; the placement or removal of fill; or activities that interfere with the existing channel of a watercourse or a wetland.

On April 1, 2024, several amendments to the Conservation Authorities Act will come into effect along with a new provincial regulation – O. Reg. 41/24 Prohibited Activities, Exemptions and Permits. While much of RRCA's regulatory role protecting people and property from natural hazards will remain the same, there are some changes.

### **Effective April 1, 2024**

Property owners will still be required to apply for a permit from the RRCA to undertake otherwise prohibited development activities in regulated areas. The new regulation, however, will introduce a few changes, notably:

- Reduction of regulated area adjacent to wetlands to 30 metres.
- Removal of permit tests regarding controlling pollution and conservation of land.
- Addition of permit tests to ensure development does not result in the damage or destruction of property.
- New permit exemptions for certain low-risk activities (e.g. non-habitable structures 15m<sup>2</sup> or less in size; certain fencing; maintenance or repair of a driveway under certain conditions; maintenance or repair of municipal drains previously reviewed under the DART protocol).

Property owners who plan to undertake development activities that are exempt from a conservation authority permit beginning April 1, 2024, are encouraged to confirm with RRCA staff that their project meets the exemption criteria.



### **Planning Act Implications**

The legislative changes do not impact the planning services delegated to conservation authorities related to natural hazards review. Municipalities must continue to circulate planning applications and other matters under the *Planning Act* to conservation authorities for review and comment on natural hazards.

### **Transition Plan**

Conservation authorities are working together to ensure a smooth transition and will work to minimize disruptions to approval processes and development applications. The RRCA is working to review and update our regulatory mapping and review policies where needed to reflect the new regulation. Permit applications submitted to conservation authorities prior to April 1, 2024, will continue to be processed under the current permitting process, while applications submitted on or after April 1, 2024, will be processed under the new regulation.

### **More Information**

More information on the new regulation and Conservation Authorities Act amendments can be found in the decision notice on the Environmental Registry of Ontario, posting #019-2927: Proposed updates to the regulation of development for protection of people and property from natural hazards in Ontario. (<https://ero.ontario.ca/notice/019-2927>)

We will continue to keep you informed as we transition to the new regulation. In the meantime, please do not hesitate to contact myself or our planning and regulations staff with any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read 'Richard Pilon', with a long horizontal line extending to the right.

Richard Pilon  
General Manager



presentation to  
north glengarry council  
april 29, 2024



**VISION**

Join our journey to help people lead awesome lives!

Joignez-vous à nous afin d'aider les personnes à vivre leur vie pleinement!

**MISSION**

Community Living Glengarry provides safe, caring supports unique to each person. We focus on all aspects of people's lives creating opportunities for inclusion and belonging.

Intégration communautaire Glengarry offre du soutien empreint d'humanisme et adapté à chaque personne afin qu'elle se sente en sécurité. Nous nous concentrons sur tous les aspects de la vie des personnes créant ainsi des opportunités d'inclusion et d'appartenance

❖ 3 KEY PILLARS OF STRATEGIC PLANNING

Pillar #1: To secure adequate funding to sustain current operation and support anticipated growth

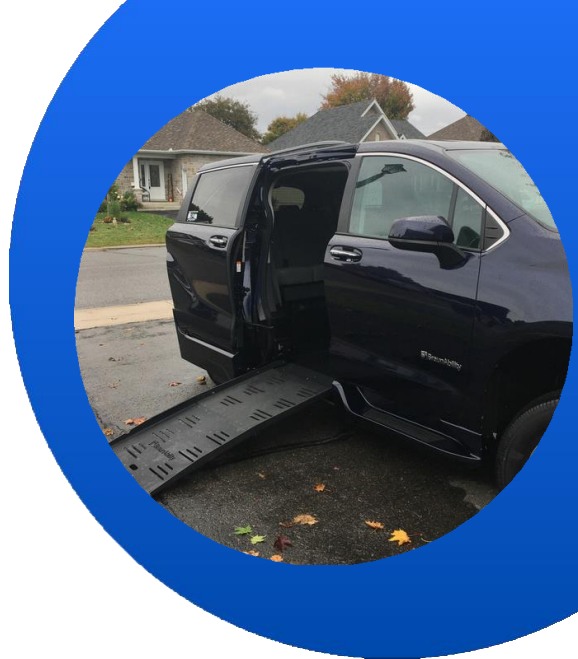
**Pillar #2: To excel in service delivery**

**Explore transportation resources/options in our community**

- ◆ **CLG's board has authorized management to explore transportation resources**
  - **Our fleet of agency owned vehicles struggles to meet the current transportation needs of people receiving services**
  - **As cost of living continues to rise, without regular government increases to our subsidy, we foresee not being able to maintain our fleet in the next coming years.**

Pillar #3: To demonstrate organization strength and leadership





## PURPOSE FOR TONIGHT

We are reaching out to the North Glengarry Council to keep you informed, as we may need the municipality's support, as our initiative progresses

## INITIAL STEPS TAKEN

We approached key organizations in North Glengarry who work with seniors, low income and people with disabilities to be collaborators in exploring transportation needs with their clientele groups. The organizations that we have reached out to are:

- EOHU
- Glengarry Inter Agency Group
- HGMH
- Centre de Santé communautaire de l'Estrie
- The Palace, LTC
- The Palace Retirement Community
- Chateau Glengarry
- Glengarry Encore Education Centre
- Carrefour de formation pour adultes

## NEXT STEPS

- Develop survey questions with partner organizations (target date by May 31, 2024)
- Organizations will launch the survey to their clientele groups (June 1 -30 - July 15, 2024)
- Draft a summary report of results (July 15-31, 2024)
- Share summary report with Council & based on results, make a recommendation future steps - August 12, 2024 council meeting





**STAFF REPORT TO COUNCIL**

**Report No: PW 2024-16**

**April 29, 2024**

From: Timothy Wright Director of Public Works

RE: Sole Sourcing Report – Historic Items

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**Recommended Motion:**

THAT Council of the Township of North Glengarry approves the purchasing by negotiation for the vendors listed in Table 1 for the items listed in Appendix A.

**Background / Analysis:**

North Glengarry maintains a procurement policy in order to maintain compliance with the Municipal Act, S.O. 2001, c. 25, Part VI, s. 270. This allows for an open, transparent, and accountable purchasing process that is fair and impartial while also obtaining the highest quality goods, services, or construction works in the most cost-effective manner.

Single-source purchasing is permitted under the procurement policy under certain circumstances specified under section twenty-one point one.

**21. SINGLE SOURCE PURCHASING OR PURCHASING BY NEGOTIATION**

21.1 Where a Department Head deems it appropriate or in the best interest of the Township to acquire goods or services from a particular source or by negotiation with one or more vendors, the formal purchasing process may be waived by Council under the following conditions:

- a) The good or service is only available from a sole source.
- b) Extension of an existing contract would prove more cost-efficient or beneficial.
- c) When the required item is in short supply due to market conditions.
- d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.
- e) When two or more identical bids have been received.
- f) When no compliant or viable bids are received in a competitive process.

Historically the items presented in this report have been solely sourced, as the reasons were obvious. For example, changing the supplier of the chlorine gas could put the final treated water at risk. The purpose of this report is to formalize those sole sourcing arrangements to satisfy our procurement policy. Appendix B contains details of each supplier and the reasoning for the sole sourced arrangements.

<b>Item</b>	<b>Vendor</b>
Laboratory Services	AGAT Laboratories
Chlorine Gas	Brenntag
Water Testing	Caduceon
Capital Controls	SCADA systems
Potassium Permanganate	Cleartech
Fleet GPS Services	DiCan GeoTab
Phosphate	EnviroNord
QMS Internal	Ewen MacDonald
Ammonium Sulfate	FloChem
Generator Maintenance	Generac
Sewer Spot Repairs	Hydrocam
PAX XL6 & 8	Kemira
Gas, Oil, Diesel	MacEwen
Lagoon Environmental Monitoring	J2pg
Locates	Multiview
SF50 (Polymer)	Northland
DQMS External	SAI Global
Maintenance of Proprietary Pumps	SCG Pumps
Engineering for Small Waterworks Projects	EVB Engineering

**Alternatives:**

N/A

**Financial Implications:**

These items were approved as part of the 2024 budget.

**Attachments & Relevant Legislation:**

Appendix A - Sole Sourcing Items

**Others Consulted:**

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Reviewed and approved by:  
Sarah Huskinson, CAO/Clerk



## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** Lethality Wastewater Testing Service

**Item GL:** 1-4-9400-2540 Sampling

**Supplier:** AGAT Laboratories

**Budget:** \$7000

**Sole Source Reasoning:** 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** This laboratory is the only lab in the area that is able to perform lethality wastewater testing. This testing is mandated by the MECP as well as the Federal legislation.

**Possible Adverse Conditions:** If unable to have the lethality testing completed, the Township would be out of compliance as per the ECA and federal legislation.



## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** Chlorine Gas

**Item GL:** 1-4-9300-2116 Chlorine

**Supplier:** Brenntag

**Budget:** \$57,500.00

**Sole Source Reasoning:** 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** This product is used as the sole disinfectant for the Township's treated water. There has never been a supply issue with this supplier.

**Possible Adverse Conditions:** Switching suppliers for a like product would put the final treated water at risk. Shortage of product would prevent the Township from producing safe potable water and put user's health at risk.





## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** Water Testing Services

**Item GL:** 1-4-9300-2540 Sampling

**Supplier:** Caduceon

**Budget:** \$48,000

**Sole Source** 21.1 b) Extension of an existing contract would prove more cost-efficient or beneficial.

**Reasoning:** d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** Caduceon is one of three accredited laboratories in the area that provide water/wastewater sampling. The laboratory provides a pickup service at the office. The laboratory is also within an hour drive if immediate sampling is required. There is a long-standing relationship with this laboratory and the Township has never received false negative results. Sample results are always returned promptly. We find these services beneficial and advise extending the existing contract.

**Possible Adverse Conditions:** Switching laboratory services could result in lengthier sample times putting water users at risk if contaminants are found to be present.



## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** Automation

**Item GL:** 1-4-9400-2368 Equipment Maintenance  
1-4-9300-2368 Equipment Maintenance  
1-5-9400-8000 Capital

**Specific Item:** At the Maxville Manor Pump station as part of the capital item pumping station upgrades Capital Controls is to install a new control panel to ensure we can meet demand at that station.

**Supplier:** Capital Controls

**Budget:** \$60,000

**Sole Source Reasoning:** 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** All the Township's SCADA systems were installed by Capital Controls for ease of control. Capital Control have all the logistical and programming details required to control the Township's system if ever necessary.

**Possible Adverse Conditions:** Other contractors would need to dissect the programming to understand the logistics. They would be unfamiliar with how the system is currently programmed. There is a possibility of losing the ability to produce water or control pumps at the pumping stations if the SCADA system fails.



## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** Potassium Permanganate

**Item GL:** 1-4-9300-2114, 1-4-9400-2114 Chemicals

**Supplier:** Cleartech

**Budget:** \$57,000.00

**Sole Source Reasoning:** 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** This product is added to the raw water to control the manganese levels during winter months. It was determined that this product reduces the manganese levels to an acceptable level for the Township's water characteristics and flows.

**Possible Adverse Conditions:** Switching suppliers for a like product would put the final treated water at risk. Product shortages or supply chain issues could prevent the Township from producing safe water and put the user's health at risk.



## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** GeoTab

**Item GL:** 1-4-3101-2130

**Supplier:** DiCan

**Budget:** \$15,000

**Sole Source Reasoning:** 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** The Township participated in a County-wide tender for AVL services in 2020. This included the installation of hardware into Township vehicles as well as software. To ensure compatibility with the existing software, the same hardware must continue to be installed in new vehicles.

**Possible Adverse Conditions:** Replacing the hardware with a like product may result in compatibility issues.



## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** Phosphate ENV24P10

**Item GL:** 1-4-9300-2114, 1-4-9400-2114 Chemicals

**Supplier:** EnviroNord

**Budget:** \$57,000.00

**Sole Source Reasoning:** 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** This product is added to the chlorinated water to control the phosphate levels in our aging distribution system. This product is proprietary to the firm doing the phosphate testing in the Township's distribution system. This chemical has been proven to be compatible through use with the current systems.

**Possible Adverse Conditions:** Switching suppliers for a like product would put the final treated water at risk. Shortage of product could prevent the Township from producing safe water and put the user's health at risk.



## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** DWQMS External Auditing

**Item GL:** 1-4-9200-2201 QMS Auditing  
1-4-9300-2201 QMS Auditing

**Supplier:** Ewen MacDonald

**Budget:** \$5,900

**Sole Source Reasoning:** 21.1 b) Extension of an existing contract would prove more cost-efficient or beneficial.

d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** There is a requirement for internal auditing as per the Drinking Water Quality Management Standard (DWQMS). The Township has tried various internal auditing options, without success. Recently the Township engaged Ewen MacDonald, a retired Director of Infrastructure, who is local to the area, qualified and cost effective. As Mr. MacDonald is retired, his schedule is more flexible and his rates are cost effective for a small municipality, we find these services beneficial and advise extending the existing contract.

**Possible Adverse Conditions:** If an auditor is not retained by the Township, the Township may not receive the water treatment accreditation. This would inhibit provincial licensing for producing and distributing drinking water, which would also have a negative cost effect, as a third party would need to be retained to operate the facilities. Using Mr. MacDonald's services on an annual basis would ensure the audits are being completed as per the requirements and would allow for accountability to ensure all items are being completed as per internal timelines.



## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** Ammonium Sulphate 41%

**Item GL:** 1-4-9200-2114, 1-4-9300-2114, 1-4-9400-2114 Chemicals

**Supplier:** FloChem

**Budget:** \$57,000.00

**Sole Source Reasoning:** 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** This product is added to the chlorinated water to create a combined chlorine residual. This creates a more stable and longer lasting disinfectant with reduced potential for disinfectant by-product. The combination of the chlorine and this particular ammonium sulphate product has been very efficient to ensure a long-lasting disinfectant in our aging water distribution system.

**Possible Adverse Conditions:** Switching suppliers for a like product would put the final treated water at risk. Shortage of product would prevent the Township from producing safe potable water and put user's health at risk.



## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** Generac Generator Maintenance

**Item GL:** 1-4-9400-2368 Equipment Maintenance

**Supplier:** JC Cayer Enterprises

**Budget:** \$40000

**Sole Source Reasoning:** 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** In the past, the Township made the decision to exclusively install Generac generators at all locations where standby power is required. This was in part due to the dependability of the units and the service provided. The only local authorized dealer is JC Cayer Enterprises.

**Possible Adverse Conditions:** If a non-authorized dealer works on the unit during the warranty period, it may void the warranty. Other dealers may not be able to access the proper parts required for repairs or replacement. This could result in delays when repairs are required. Prolonged loss of power could result in sewage overflow into the environment.





## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** Spot Repairs

**Item GL:** 1-4-9400-2163 Sewer Line Repairs  
1-5-9400-8000

**Supplier:** Hydrocam

**Budget:** \$24,000

**Sole Source Reasoning:** 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** The Township often engages the services of a local contractor to CCTV sanitary lines. During these videos, if any major deficiencies are found, Hydrocam has the capability to dispatch a crew to repair them immediately. This is ideal as they are aware of the issues and the necessary equipment is already on site.

**Possible Adverse Conditions:** If a major break or collapse is found and repairs are not completed immediately, there is the possibility of a sewage backup in residents' basements.



## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** PAX XL-6

**Item GL:** 1-4-9300-2115 Coagulant

**Supplier:** Kemira

**Budget:** \$57,000

**Sole Source Reasoning:** 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** This product is used as the main coagulant for the Township's treated water. Years of adjusting dosages to maximize efficiency at different temperatures and conditions has led to the optimum dosages for water conditions and water plant design. The supplier has been on site over the years, to ensure products are being used at the proper dosages. There has never been a supply issue with this supplier.

**Possible Adverse Conditions:** Switching suppliers for a like product would put the final effluent treated water at risk, if the product does not react similarly with our coagulant aid, water plant design and flows. Shortage of product would prevent the Township from producing safe potable water and put user's health at risk.



## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** PAX XL-8

**Item GL:** 1-4-9400-2115 Coagulant

**Supplier:** Kemira

**Budget:** \$50,000

**Sole Source Reasoning:** 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** This product is used as the main coagulant for the Township's treated wastewater. Years of adjusting dosages to maximize efficiency at different temperatures and conditions has led to the optimum dosages for water conditions and lagoon plant design. The supplier has been on site over the years, to ensure products are being used at the proper dosages. There has never been a supply issue with this supplier.

**Possible Adverse Conditions:** Switching suppliers for a like product would put the final effluent treated wastewater at risk of not meeting set effluent limits dictated by the Township's ECA. Product shortages or supply chain issues could prevent the Township from meeting the parameters for discharging wastewater and could negatively affect downstream water users.



## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** Clear and coloured fuel

**Item GL:** 1-4-9200-2400, 1-4-3101-2400, 1-4030-3101 Gas/Oil/Diesel

**Supplier:** MacEwan Petroleum

**Budget:** \$236,158.00

**Sole Source** 21.1 b) Extension of an existing contract would prove more cost-efficient or beneficial.

**Reasoning:** d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** The Township's various facilities are equipped with MacEwan's fueling tanks and we receive good service in terms of timing and maintenance of the tanks that we find beneficial to our more critical services that rely on diesel

**Possible Adverse Conditions:** Switching suppliers would necessitate the changing of the fuel tanks and would represent an unknown quantity when it comes to the timing of repair and refilling services for our more critical operations such as snow plowing



## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** Maxville Lagoon Proposal

**Item GL:** 1-5-9400-8000

**Supplier:** Jp2g Consultants

**Budget:** \$6,500

**Sole Source Reasoning:** 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** J2PG Consultants Inc has been working with the Township for numerous years to sample and monitor landfill sample points. This firm has a vast knowledge on the Township's landfills, including sample locations and frequency. There have been no past issues and all reports are provided in a timely manner.

**Possible Adverse Conditions:** A new consultant would be required to start this process over. This would result in additional costs as well as delays.



## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** Locate Service

**Item GL:** 1-4-9400-4144

**Supplier:** Multiview

**Budget:** \$22,000

**Sole Source** 21.1 b) Extension of an existing contract would prove more cost-efficient or beneficial.

**Reasoning:** d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** The Township entered a pilot program with Multiview to locate all the Township's infrastructure in 2019. The program proved very beneficial to the Township. Outsourcing this service greatly reduced staff time and allowed for other tasks to be completed. Multiview was given all the Township's infrastructure data to be able to locate and collaborated with staff to devise a procedure that worked for both Township staff and Multiview on how to handle incoming locate requests. We find these services beneficial and advise extending the existing contract.

**Possible Adverse Conditions:** Locates are very time consuming for staff who could be performing more critical tasks. Having to go to competitive bidding would require staff to resend all mapping of infrastructure to the successful bidder and create a new procedure.



## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** SF 50

**Item GL:** 1-4-9300-2114, 1-4-9400-2114 Chemicals

**Supplier:** Northland

**Budget:** \$57,000.00

**Sole Source Reasoning:** 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** This product is used as the main polymer for the Township's treated water. Years of adjusting dosages to maximize efficiency at different temperatures and conditions has led to the optimum dosages for water conditions. The supplier has been on site over the years, to ensure products are being used at the proper dosages. There has never been a supply issue with this supplier.

**Possible Adverse Conditions:** Switching suppliers for a like product would put the final effluent treated water at risk as the chemical charge of certain polymers will not be compatible with the Township's source water.



## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** DWQMS External Auditing

**Item GL:** 1-4-9300-2201 QMS Auditing

**Supplier:** SAI Global

**Budget:** \$3,000

**Sole Source Reasoning:** 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** There is a requirement for external auditing as per the Drinking Water Quality Management Standard (DWQMS). The Township entered a 3-year contract with SAI Global, which covers a full audit cycle of one reaccreditation audit followed by two surveillance audits, based on our historical working relationship. Currently there are only two companies accredited to complete external audits on drinking water systems in Ontario. We find these services beneficial and advise extending the existing contract.

**Possible Adverse Conditions:** SAI Global has completed external audits for the Township since 2012 and switching contractors could affect the current auditing cycles. This may cause a non-conformance with regulatory requirements. If the contract is broken before the renewal period, there may be an additional cost.





## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** Prominent Pumps

**Item GL:** 1-4-9400-2368 Equipment Maintenance  
1-4-9300-2368 Equipment Maintenance

**Supplier:** SCG Process

**Budget:**

**Sole Source Reasoning:** 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** In the past, the Township made the decision to exclusively carry Prominent pumps. The Township has since begun to change suppliers to carry different brands of pumps. However, all present Prominent pumps and controls are proprietary to SCG Process and parts cannot be purchased except at a Prominent dealer.

**Possible Adverse Conditions:** Lack of availability of parts could cause pumps to not perform and result in the improper dosing control of the Township's water system. Improper dosing can cause a health hazard to water users.



## Single Source Purchasing or Purchasing by Negotiation

**Item Name:** Small Water and Wastewater projects

**Item GL:** 1-5-9400-8000  
1-5-9300-8000

**Supplier:** EVB Engineering

**Budget:** \$50,000

**Sole Source Reasoning:** 21.1 d) When it is necessary to ensure compatibility with existing products or to avoid violating warranty/guarantee requirements when service is provided.

**Explanation:** EVB Engineering has been working with the Township for numerous years on upgrading aging infrastructure. It is advantageous to negotiate rates with the same engineering firm for the provision of on-going general engineering support services with a value of \$50,000 or less per project.

**Possible Adverse Conditions:** Working with the same engineering firm allows Township staff to utilize that firm's past experience and knowledge of our system. This saves time and ensures compatibility of ongoing work especially for small projects.



## STAFF REPORT TO COUNCIL

Report No: PW 2024-17

April 29, 2024

From: Timothy Wright, Director of Public Works

RE: Award of Sidewalk Reconstruction Program 2024

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### **Recommended Motion:**

THAT Council receives Staff Report No. PW 2024-17, Award of Sidewalk Reconstruction Program 2024;

AND THAT Council authorizes the award of the sidewalk reconstruction program for 2024 to Malyon Excavation for \$96,998.00 plus HST.

### **Background / Analysis:**

This report is being provided to Council to award the tender for the sidewalk reconstruction program for 2024. In 2023, an extensive condition survey of the sidewalks was conducted. Due to other work happening this year, it was decided to replace sidewalks only on the north end of Alexandria as this would not interfere with the work areas for the watermain replacement and bridge replacement projects. This includes a section of Kincardine Street in front of the church, and from Kincardine Street down Dominion Street for three blocks. Sinclair Street was also included as it is one of the sections that has reached a critical failure.

The scope of this project is to supply and install a new 4" base of gravel and 5" of concrete (6" at driveway depressions) after the removal of the old sidewalk and base. The contractor is to reinstate the asphalt and seed the back of the sidewalk.

Eight bids were received, and staff recommend the award to the lowest bidder, Malyon Excavation. Staff have checked with the contractor and all items have been included in their scope of work. The work is to begin in May or June.

**Pricing:**

<b>Company Name</b>	<b>per m2</b>	<b>Total</b>	<b>TWSI</b>	<b>Provisional per m2</b>
Malyon	\$124.00	\$82,832.00	\$195.00	\$144.00
Timpson Paving & Concrete Inc	\$160.00	\$106,880.00	\$300.00	\$160
Excel Forming Inc	\$162.08	\$108,269.44	\$350.00	\$149.02
Le Parisien Construction Ltd	\$178.00	\$118,904.00	\$175.00	\$178.00
Strada Construction Group	\$183.00	\$122,244.00	\$550.00	\$125.00
dsq Construction	\$197.00	\$131,596.00	\$650.00	\$170.00
Torus Construction Corp	\$239.00	\$159,652.00	\$460.00	\$239.00
Gaucher Excavation Ltd	\$309.83	\$206,966.44	\$400.00	\$329.17

**Alternatives:**

N/A

**Financial Implications:**

Council approved \$150,000 for the Sidewalk Maintenance Program as part of the 2024 Capital Budget.

**Attachments & Relevant Legislation:**

None

**Others Consulted:**

Michel Cuerrier, Manger of Transportation

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Reviewed and approved by:  
Sarah Huskinson, CAO/Clerk

# 2024 NORTH GLENGARRY SIDEWALK RECONSTRUCTION

Legend

Locations for the 2024 sidewalk reconstruction work



189

187

186

185

Main St N

71

43



## STAFF REPORT TO COUNCIL

Report No: PW 2024-14

April 8, 2024

From: Timothy Wright, Director of Public Works

RE: Award of Lochiel Garage Roof Replacement

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### Recommended Motion:

THAT Council receives Staff Report No. PW 2024-14, Award of Lochiel Garage Roof Replacement;

AND THAT Council authorizes the award of the roof replacement to Mille Roches Construction Ltd for \$90,946.00 plus HST.

### Background / Analysis:

This report is being provided to Council to award the tender for the Lochiel Garage Roof Replacement. The Lochiel Garage roof is at the end of its lifecycle and was identified by the ULC inspectors as needing replacement within 2 to 5 years in December of 2021.

The roof has two components: the main and secondary roof. At this time, the replacement is only for the main roof as the secondary roof still has some life left in it. The secondary roof is estimated to cost \$52,000.00 to replace.

The scope of work includes the supply and install of a new 4 ply built up roof membrane complete with insulation and flashing (5104s.f.)

A detailed description of the work is as follow:

- Removal of the existing roof over the garage and office area and haul away
- Installation of a vapor barrier adhered to cement deck with 15lbs felt
- Installation of 3" insulation board adhered in full mopping of hot asphalt to deck
- Installation of 'Z2 recovery board adhered in full mopping of hot asphalt
- Installation of fiber cant-strip to perimeter and curbs
- Installation of 4 plies of 15 lb. felt each ply mopped solid in hot asphalt
- Installation 4 new roof drains complete with basket
- Installation of 2 new plumbing vent stack and cap
- Installation of roofing stone embedded in flood coat of hot asphalt
- Installation of 26 gauge galvanized pre-painted flashing to perimeter
- Removal of all debris from site and clean up as required

Only two bids were received, likely due to the smaller number of commercial roofing contractors in this region. The lowest contractor is local and has worked for the Township before, so staff recommend the award to Mille Roches Construction.

**Pricing:**

<b>Roof Replacement</b>	
Mille Roches Construction Ltd	\$ 90,946.00
Simluc Contractors Ltd	\$ 183,634.00

**Alternatives:**

N/A

**Financial Implications:**

Council approved \$70,000 for the Lochiel Garage roof replacement and an additional \$20,000 towards compliance upgrades as part of the 2024 Capital budget. This project will draw from both budgets.

**Attachments & Relevant Legislation:**

ULC – Draft Report and Capital table

**Others Consulted:**

Michel Cuerrier, Manager of Transportation

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Reviewed and approved by:  
Sarah Huskinson, CAO/Clerk



## STAFF REPORT TO COUNCIL

Report No: PW 2024-18

April 29, 2024

From: Timothy Wright, Director of Public Works

RE: Award of Dominion Watermain Project 2024

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### Recommended Motion:

THAT Council receives Staff Report No. PW 2024-18, Award of Dominion St Watermain Replacement;

AND THAT Council authorizes the award of Dominion St Watermain Replacement to Clarence McDonald Excavation Ltd for \$275,594.00 plus HST.

AND THAT Council authorizes the increase of the Dominion St Watermain Budget from \$387,758.00 to \$661,594.00

AND THAT Council authorizes the transfer from the North Glengarry Water Reserve to cover the increase in the Dominion Street Watermain Budget.

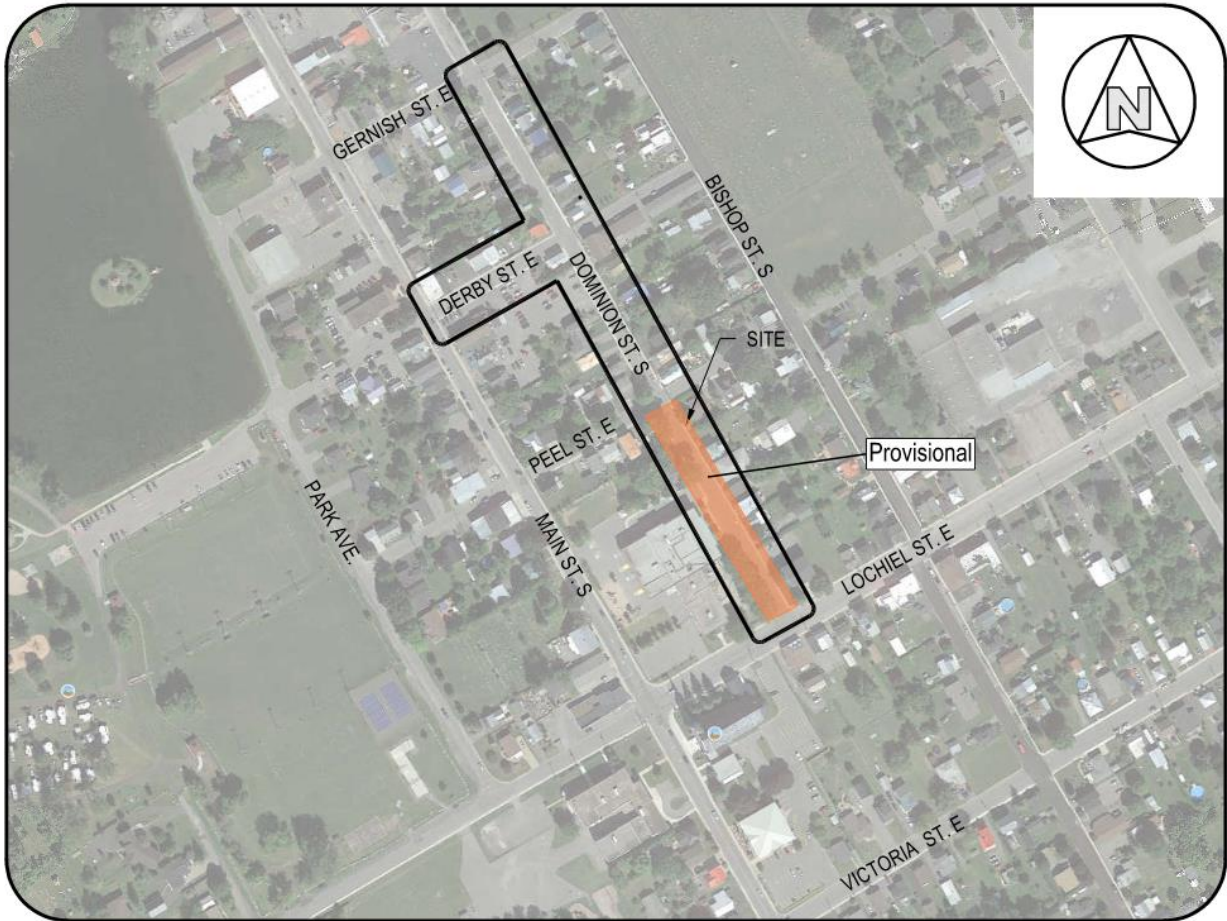
### Background / Analysis:

This report is being provided to Council to award the tender for Dominion St Watermain replacement and to request additional funds to complete the project.

The scope of this project includes the installation of a new watermain and sanitary leads to the properties within the work area. The work area is along Dominion Street South from Gernish Street East to Peel Street East and includes a section of Derby Street East between Dominion Street and Main Street. The Township will install the overland connections and supply all the necessary materials including granular. The joint tender through the United Counties of SD&G will be used to achieve the best value to complete the asphalt.

Bidders were requested to provide provisional pricing for an additional section of work between Peel Street East and Lochiel Street East (County Road 10). Though the requested budget amount includes the provisional work, this work will only be completed if staff are able to gauge the progress of the work and are confident that the additional work can be completed on time and on budget.





Project work area

**Bid Analysis:**

<b>Dominion St Watermain</b>		
W.H MacSwayn	\$	569,900.00
M.N. Excavation	\$	344,443.80
Cornwall Gravel	\$	628,362.00
Clarence McDonald	\$	275,594.00

**Class C estimate (including provisional work):**

<b>Item</b>	<b>Procurement Type</b>	<b>Budget</b>
Watermain Contractor	Fixed Contract	\$275,594.00
Granular Supply	Unit Price Contract	\$48,000
Materials Supply	Supply arrangement	\$88,000
New Asphalt	SDG Joint Tender	\$200,000
Consulting	Standing Offer (upper limit)	\$50,000
Total		\$661,594.00

\*Please note that the items above are estimates only aside from the Watermain Contractor

**Class C estimate (excluding provisional work):**

<b>Item</b>	<b>Procurement Type</b>	<b>Budget</b>
Watermain Contractor	Fixed Contract	\$206,269.00
Granular Supply	Unit Price Contract	\$28,000
Materials Supply	Supply arrangement	\$68,000
New Asphalt	SDG Joint Tender	\$140,000
Consulting	Standing Offer (upper limit)	\$40,000
Total		\$482,269.00

\*Please note that the items above are estimates only aside from the Watermain Contractor

**Alternatives:**

N/A

**Financial Implications:**

Due to the additional cost of paving, the approved budgeted amount is not sufficient to cover the work. Additional funds would be taken from the North Glengarry Water Reserve. As no watermain project is planned for 2025, staff recommend returning funds to the reserve in 2025. The additional cost of this work would have no impact on the water rates.

**Attachments & Relevant Legislation:**

N/A

**Others Consulted:**

Michel Cuerrier, Manger of Transportation  
Dean McDonald, Environmental Services Manager

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Reviewed and approved by:  
Sarah Huskinson, CAO/Clerk



## STAFF REPORT TO COUNCIL

Report No: PW 2024-20

April 29, 2024

From: Timothy Wright, Director of Public Works

RE: Request to the Province to Amend Blue Box Regulation for 'Ineligible' Sources

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### Recommended Motion:

THAT Council receives staff report PW 2024-08;

AND THAT Council passes the motion to request that the province amends the blue box regulation for ineligible sources as follows:

Whereas under Ontario Regulation 391/21: Blue Box producers are fully accountable and financially responsible for their products and packaging once they reach their end of life and are disposed of, for 'eligible' sources only;

And Whereas 'ineligible' sources which producers are not responsible for include businesses, places of worship, daycares, campgrounds, public-facing and internal areas of municipal-owned buildings, and not-for-profit organizations, such as shelters and food banks;

And Whereas should a municipality continue to provide services to the 'ineligible' sources, the municipality will be required to oversee the collection, transportation, and processing of the recycling, assuming 100% of the costs;

Be it resolved that the Council of the Corporation of the Municipality of North Glengarry hereby request that the province amend Ontario Regulation 391/21: Blue Box so that producers are responsible for the end-of-life management of recycling products from all sources;

And further that Council hereby request the support of all Ontario Municipalities;

And further that this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Andrea Khanjin, Minister of the Environment, Conservation, and Parks, and the Honourable Graydon Smith, Minister of Natural Resources and Forestry, to MPP of Glengarry, Prescott, Russel, MPP Stéphane Sarrazin, and all Ontario Municipalities.

**Background / Analysis:**

Starting in 2025 the private sector will be responsible for recycling all residential container recycling that they produce because of regulation 391/21. The large exception to this responsibility is for businesses, places of worship, daycares, campgrounds, public-facing and internal areas of municipal-owned buildings, and not-for-profit organizations, such as shelters and food banks.

This exception places a large burden on these institutions and allows the private sector to sidestep their responsibility for the lifecycle of their products.

**Alternatives:**

N/A

**Financial Implications:**

N/A

**Attachments & Relevant Legislation:**

O.Reg 391/21

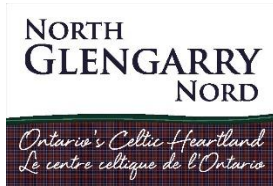
**Others Consulted:**

Sarah Huskinson - CAO

Jessica MacDonald – RARE Plant Manager

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk



3720 County Rd 34  
Alexandria, ON K0C1X0  
613-551-1085 | northglengarry.ca

**DATE:** April 30<sup>th</sup>, 2024

The Honourable Doug Ford, Premier of Ontario  
Premier's Office  
Room 281, Legislative Building, Queen's Park  
Toronto ON M7A 1A1

Dear Premier Ford,

**RE: Request to the Province to Amend Blue Box Regulation for 'Ineligible' Sources**

Please be advised of the following motion passed at the Monday, April 29<sup>th</sup>, 2024, Municipality of North Glengarry Council Meeting:

"Resolution XXXXXX  
Moved By: XXXXXXXX  
Seconded By: XXXXXXXXXXXX

**Whereas** under Ontario Regulation 391/21: Blue Box producers are fully accountable and financially responsible for their products and packaging once they reach their end of life and are disposed of, for 'eligible' sources only;

**And Whereas** 'ineligible' sources which producers are not responsible for include businesses, places of worship, daycares, campgrounds, public-facing and internal areas of municipal-owned buildings, and not-for-profit organizations, such as shelters and food banks;

**And Whereas** should a municipality continue to provide services to the 'ineligible' sources, the municipality will be required to oversee the collection, transportation, and processing of the recycling, assuming 100% of the costs;

**Be it resolved that** the Council of the Corporation of the Municipality of North Glengarry hereby request that the province amend Ontario Regulation 391/21: Blue Box so that producers are responsible for the end-of-life management of recycling products from all sources;

**And further that** Council hereby request the support of all Ontario Municipalities;

**And further that** this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Andrea Khanjin, Minister of the Environment, Conservation, and Parks, and the Honourable Graydon Smith, Minister of Natural Resources and Forestry, to MPP of Glengarry, Prescott, Russel, MPP Stéphane Sarrazin, and all Ontario Municipalities.

**CARRIED.”**

Your attention to this matter is greatly appreciated.

If you have any questions, please do not hesitate to contact me .

Yours truly,

Timothy Wright  
Director of Public Works



**STAFF REPORT TO COUNCIL**

**Report No: PW 2024-19**

**April 29, 2024**

From: Timothy Wright, Director of Public Works

RE: Award of Storm CCTV

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**Recommended Motion:**

THAT Council receives Staff Report No. PW 2024-19, Award of Storm CCTV and Cleanout 2024;

AND THAT Council authorizes the award of the Storm CCTV and Cleanout to Hydrocam for \$76,619.00 plus HST.

**Background / Analysis:**

This report is being provided to Council to award the tender for the Storm CCTV and catch basin cleanout. This is work staff were previously hoping to have done in a joint tender with the United Counties last year, however, due to circumstances beyond our control, the Township had to go alone for the tender process.

The scope of work includes a clean out of half of the Township's storm water catch basins and a camera of half of the storm pipes in Alexandria. This information will help staff to create a maintenance model that can be used to maintain the stormwater system to meet provincial regulations and also facilitate the expansion of the system that will allow the Township to explore a sump pump rerouting program.

Two bids were received. Staff recommend the award of the contract to the lowest bidder, Hydrocam.

**Pricing:**

<b>Storm CCTV</b>						
Main Price			Coalwater	Coalwater Total	Hydrocam	Hydrocam Total
<b>Alexandria</b>						
Mains	12000	meter	\$ 5.41	\$ 64,920.00	\$ 5.15	\$ 61,800.00
Catch Basins	406	units	\$ 78.82	\$ 32,000.92	\$ 36.50	\$ 14,819.00
				\$ 96,920.92		\$ 76,619.00
<b>Unit Rates</b>						
CCTV	1	hr	\$ 225.00		\$ 230.00	
Combo Unit	1	hr	\$ 220.00		\$ 255.00	
Push Cam	1	hr	\$ 220.00		\$ 140.00	

**Alternatives:**

N/A

**Financial Implications:**

\$80,000 was approved as part of the 2024 Capital budget.

**Attachments & Relevant Legislation:**

None

**Others Consulted:**

Michel Cuerrier, Manger of Transportation

Dean McDonald, Environmental Services Manager

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Reviewed and approved by:  
Sarah Huskinson, CAO/Clerk





**STAFF REPORT TO COUNCIL**

**Report No: CS-2024-15**

**April 29, 2024**

From: Anne Leduc – Director of Community Services

RE: Community Services Capital Projects Update & Community Garden Project

**Recommended Motion:**

THAT Council receives Staff Report CS-2024-15; and

That Council authorizes the reallocation of \$7,500 from the surplus Capital funds remaining from the Glengarry Sports Palace Capital Budget towards the Community Garden Project at 199 Main Street North in Alexandria.

**Background / Analysis:**

Council approved the Capital and Operating Budget on January 29, 2024.

This is an update on the amounts that have been spent and/or committed for the various Capital projects. At this time, there is a surplus of \$50,634.74 for all categories combined. It is in part composed of \$25,000.00 for the air exchanger that will be deferred until the Dome lobby damage from the February windstorm occurs.

The table below shows the amounts for each category.

<b>FACILITIES/CATEGORIES</b>	<b>Capital Expenditure Approved</b>	<b>Incurred</b>	<b>Under</b>
Machinery & Equipment	12 500.00	10 887.45	1 612.55
Maxville Sports Complex	263 000.00	257 564.29	5 435.71
Island Park	50 000.00	49 280.95	719.05
Glengarry Sports Palace	200 000.00	186 692.16	13 307.84
Tim Hortons Dome *	39 000.00	9 440.41	29 559.59
	<b>\$564 500.00</b>	<b>\$513 865.26</b>	<b>\$50 634.74</b>
*\$25,000 Air Exchanger put on hold due to construction to rehabilitate Dome lobby after windstorm			

On November 27, 2023, Council approved that staff applies to Tree Canada for funding to create a Community Garden at the old water tower lot at 199 Main Street North in Alexandria.

Staff recently received the news that the fund was oversubscribed, and that North Glengarry's application was unsuccessful.

As Council is aware, Recreation Staff has been working at improving the Alexandria Cenotaph and would like to piggy-back on the work that is being done at that location to create the Community Garden at 199 Main Street.

The Tree Fund has a reserve of \$5,000 from 2023 and a budget of \$5,000 for this year in the Tree Program. From this, \$3,408.00 has been paid to the Raisin Region Conservation Authority for the tree planting projects at the Township Office, the Kenyon Garage and the distribution of seedlings for the North Glengarry Tree Giveaway on May 11, 2024. \$6,592.00 remains in that fund. Staff would use these funds as well as the \$7,500 from the surplus Capital funds remaining from the Glengarry Sports Palace Capital Budget.

**Alternatives:**

**Option 1 – Recommended** – That Council authorizes the reallocation of \$7,500 from the surplus Capital funds remaining from the Glengarry Sports Palace Capital Budget towards the Community Garden Project at 199 Main Street North in Alexandria.

**OR**

**Option 2 – Not Recommended** – That Council declines this request.

**Financial Implications:**

Once the costs are deducted for the 2024 Tree Planting at the Township Office and Kenyon Garage, and Tree Distribution project, the Tree Fund Reserve and GL 1-4-1950-4102 - Tree Program, have a balance of \$6,592.00. These funds, along with \$7,500.00 would be used to create the Community Garden at 199 Main Steet North in Alexandria.

**Attachments & Relevant Legislation:**

- Attached – Plans for the Community Garden

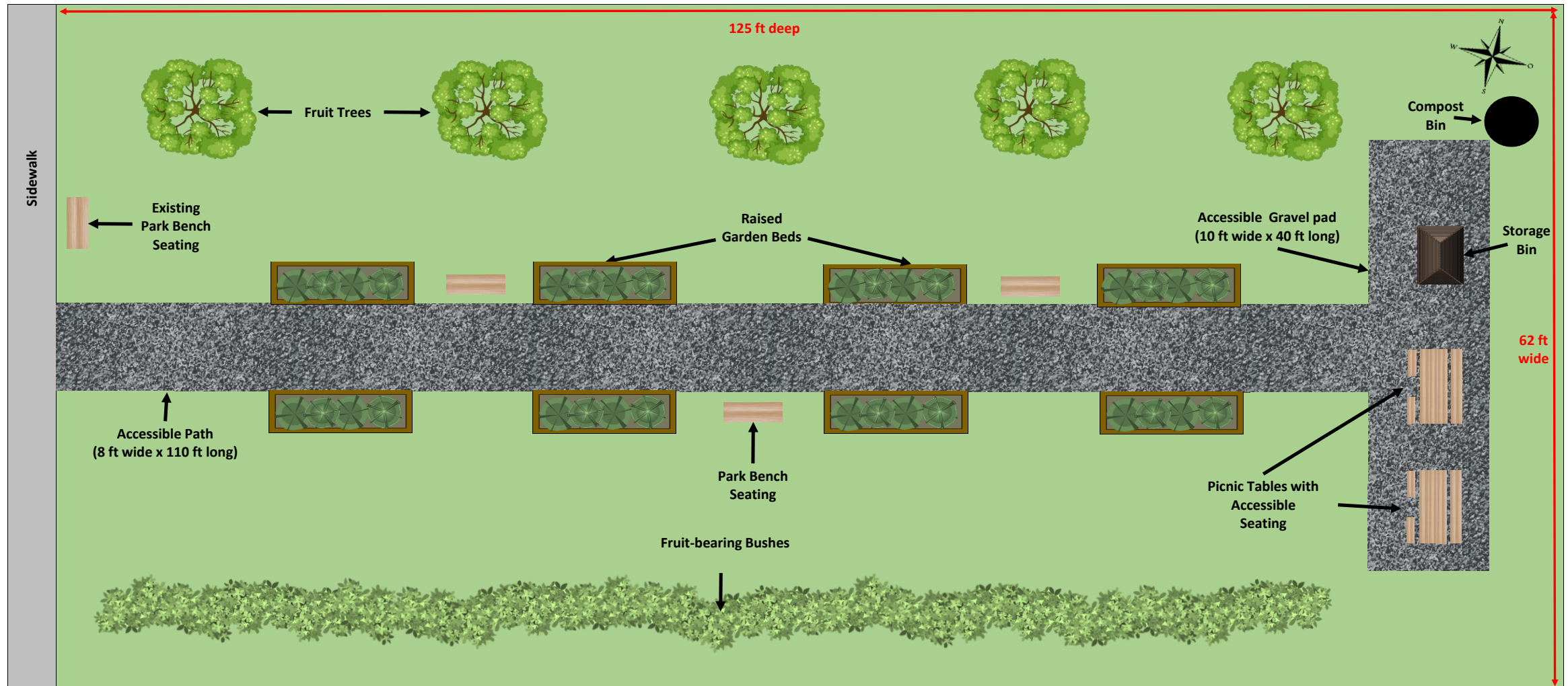
**Others Consulted:**

Zoe Bougie – Director of Finance  
Jeremy Dubeau – Equipment Operator

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk

# Community Garden at the Munro McIntosh vacant lot





**STAFF REPORT TO COUNCIL**

**Report No: CS-2024-16**

**April 29, 2024**

From: Anne Leduc – Director of Community Services

RE: Economic Development Action Plan Update

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**Recommended Motion:**

THAT Council receives Staff Report CS-2024-16 for information purposes only.

**Background / Analysis:**

The Economic Development Action Plan Survey was launched in July and August 2023. Due to low participation, the survey was relaunched in September 2023. At this time, we have received 34 complete participations. Staff is of the opinion that this low amount of data would not result in a robust Economic Development Action Plan. To resolve this issue, staff needs to obtain additional community input.

The Township’s new Economic Development Officer will begin work with the Township as of April 29, 2024. One of her first tasks will be to meet with businesses and organization in North Glengarry. Staff plan to use this opportunity to survey the business owners and organization stakeholders in person. Based on past experience in meeting with the community in person (e.g. Community Improvement Plan business consultations), we estimate that we can accumulate solid data to complete the Economic Development Action Plan by the end of June 2024.

**Alternatives:**

Option 1 – Recommended – That Council receives this report for information purposes only.

**Financial Implications:**

None

**Attachments & Relevant Legislation:**

**Others Consulted:**

Ainsley Hunt – Economic Development Officer

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk



**STAFF REPORT TO COUNCIL**

**Report No: DR-2024-01**

**April 29, 2024**

From: Zoe Bougie – Director of Finance/Treasurer

RE: Court of Revision Appointment – Ranger Drain

---

**Recommended Motion:**

THAT the Council of the Township of North Glengarry receives report DR-2024-01 Court of Revision Appointment – Ranger Drain;

AND THAT By-Law 23-2024 be read a first, second and third time and enacted in open Council this 29<sup>th</sup> day of April 2024.

**Background / Analysis:**

The Ranger Drain was originally constructed in 1964-1965 and begins in the Township of North Glengarry, crossing Champlain before outletting into Caledonia Creek in the Nation Township.

In 2023, a Section 78 project was initiated as the culverts along County Road 23 had reached the end of their life and needed replacement. As longer culverts were required to meet the current standards and farming needs, a Section 78 process had to be undertaken.

On April 2, a Meeting to Consider the engineer’s report for the Ranger Drain was held in the Nation Township where their council gave the first and second readings of the by-law. The next step is to hold a Court of Revision. The purpose of this meeting is to hear appeals on the assessments outlined in the provisional engineer’s report.

Letters to landowners were mailed on April 19. All owners within the watershed will receive a notice for the Court of Revision and are invited to attend if they wish to make an appeal. If property owners do not have any assessment concerns, they do not need to attend the meeting.

As land in North Glengarry is implicated, a Council representative must be appointed to the Court of Revision for the Township of North Glengarry. The date for the Court of Revision has been set for May 16, 2024, at 6:00pm. The meeting will be held at The Nation Municipality’s Town Hall, located at 958, Route 500 West in Casselman.

**Alternatives:**

N/A

**Financial Implications:**

N/A

**Attachments & Relevant Legislation:**

By-Law 23-2024

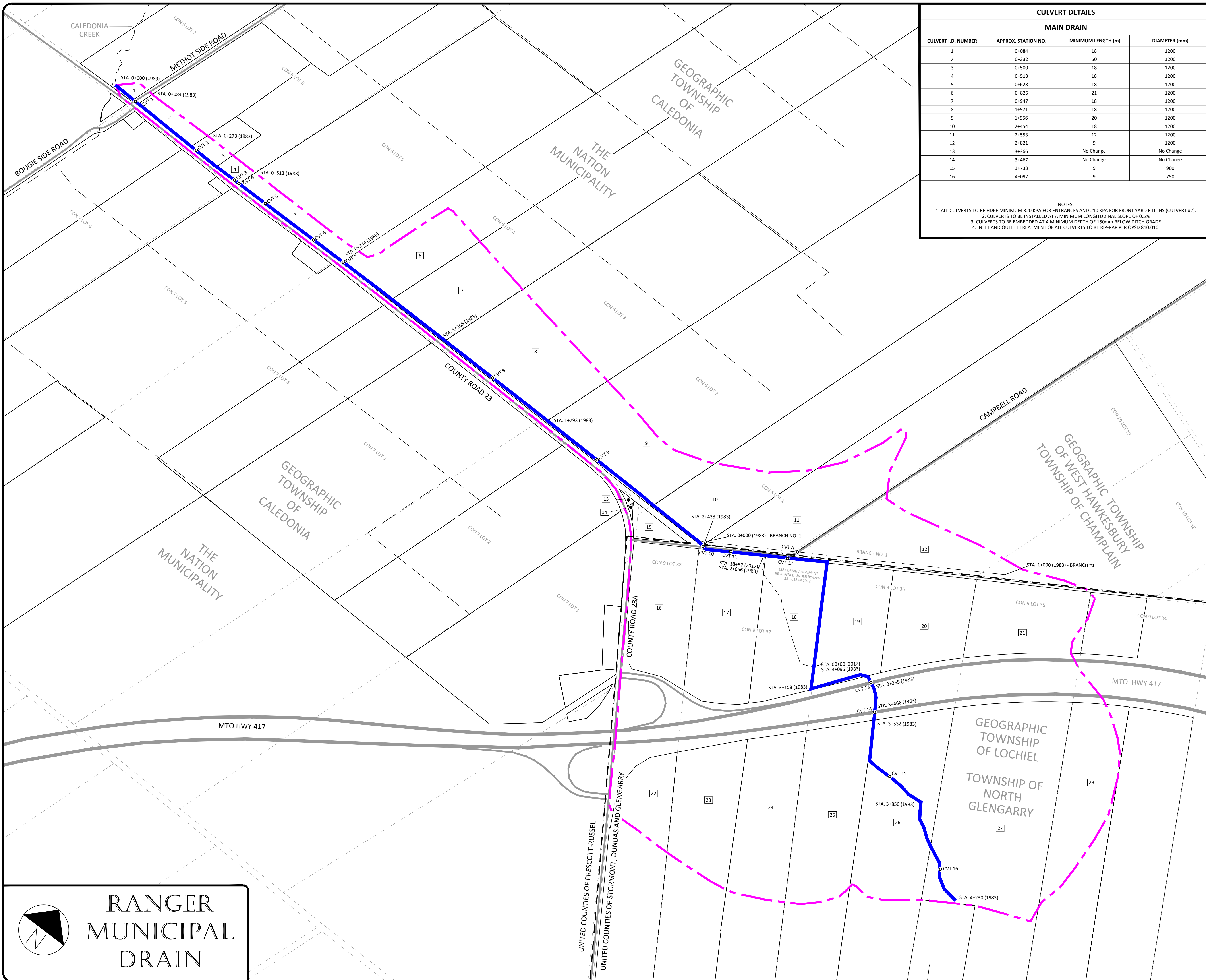
2024 Ranger Drain – Plan

Drainage Act, R.S.O. 1990, c. d.17

**Others Consulted:**

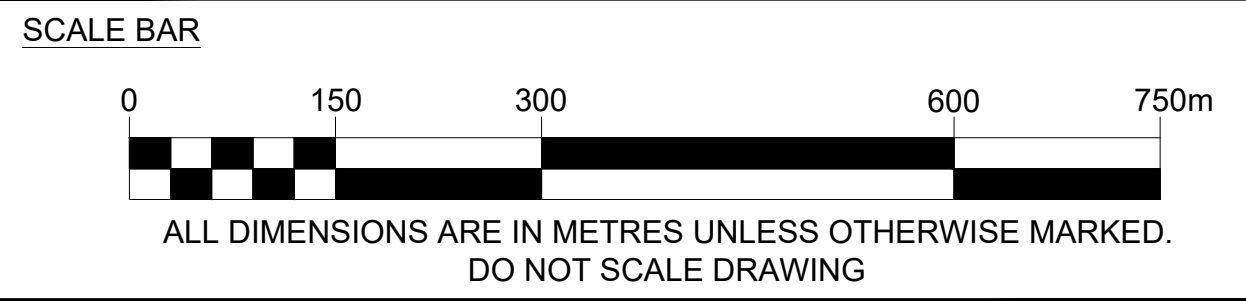
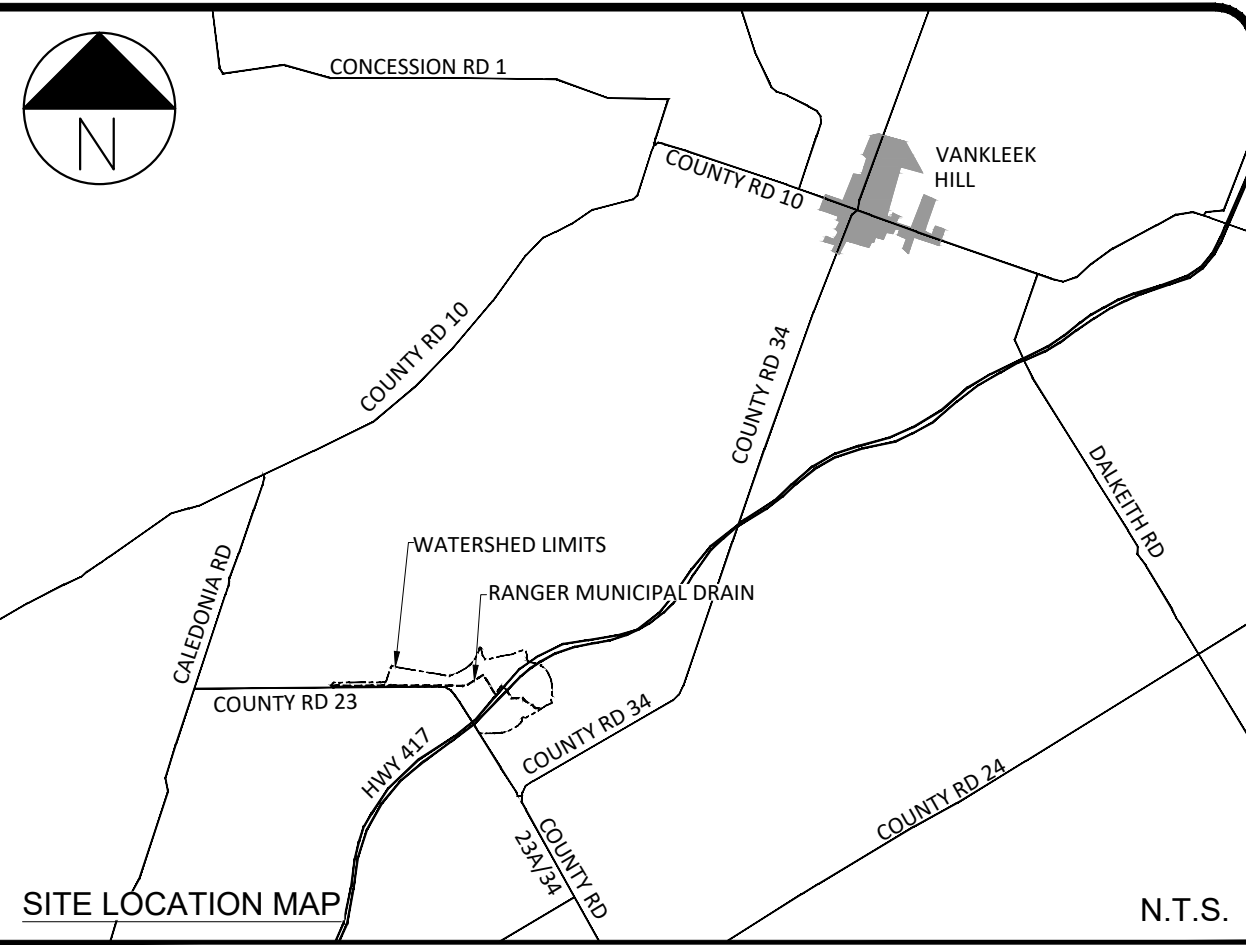
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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk



CULVERT DETAILS			
MAIN DRAIN			
CULVERT I.D. NUMBER	APPROX. STATION NO.	MINIMUM LENGTH (m)	DIAMETER (mm)
1	0+084	18	1200
2	0+332	50	1200
3	0+500	18	1200
4	0+513	18	1200
5	0+628	18	1200
6	0+825	21	1200
7	0+947	18	1200
8	1+571	18	1200
9	1+956	20	1200
10	2+454	18	1200
11	2+553	12	1200
12	2+821	9	1200
13	3+366	No Change	No Change
14	3+467	No Change	No Change
15	3+733	9	900
16	4+097	9	750

NOTES:  
 1. ALL CULVERTS TO BE HDPE MINIMUM 320 KPA FOR ENTRANCES AND 210 KPA FOR FRONT YARD FILL INS (CULVERT #2).  
 2. CULVERTS TO BE INSTALLED AT A MINIMUM LONGITUDINAL SLOPE OF 0.5%.  
 3. CULVERTS TO BE EMBEDDED AT A MINIMUM DEPTH OF 150mm BELOW DITCH GRADE.  
 4. INLET AND OUTLET TREATMENT OF ALL CULVERTS TO BE RIP-RAP PER OPSD 810.010.



PAGE SIZE 24" x 36" SCALE 1:5,500

SHADE GROUP INC.  
 4625 MARCH ROAD  
 ALMONTE, ON  
 K0A 1A0

LEGEND	
	2023 PROPERTY LINES (GIS DATA)
	RANGER MUNICIPAL DRAIN WATERSHED BOUNDARY
	RANGER MUNICIPAL DRAIN ALIGNMENT
	PREVIOUS ALIGNMENT OF RANGER MUNICIPAL DRAIN
	WATERCOURSES
	ROADS
	DIVIDING LINE BETWEEN COUNTIES
	LOT AND CONCESSION LINES
	APPROX. PREVIOUS STATIONS (m) PER 1983 ENGINEER'S REPORT
	APPROX. PREVIOUS STATIONS (FT) PER 2012 ENGINEER'S REPORT
	PROPERTY ID REFERENCE
	CULVERT # (SEE TABLE 'CULVERT DETAILS')

NOTES  
 1. ALL STATION LABELS ARE APPROXIMATE. THIS MAP IS FOR INFORMATION PURPOSES ONLY AND IMPLIES NO GUARANTEE OF ACCURACY. DO NOT SCALE DRAWING.  
 2. WORKS TO UPDATE CULVERT SPECIFICATIONS SHOULD BE COMPLETED IN ACCORDANCE WITH THE SPECIFICATIONS FOUND WITHIN THE 2023 ENGINEER'S REPORT AS PREPARED BY SHADE GROUP INC.  
 3. ALL PROPERTY LINES ARE AS SUPPLIED BY THE UNITED COUNTIES OF PRESCOTT AND RUSSELL AND THE UNITED COUNTIES OF STORMONT, DUNDAS, AND GLENGARRY, AS ACQUIRED FROM THEIR GEOGRAPHIC INFORMATION SYSTEM (GIS) FEBRUARY 2023. PROPERTY LINES ARE APPROXIMATE - NOT SURVEY ACCURATE. THIS IS NOT A LEGAL SURVEY.

REV. #	REVISION DESCRIPTION	DATE
00	ISSUED W. ENGINEER'S REPORT	FEBRUARY 2024

STAMP

PROJECT TITLE	RANGER MUNICIPAL DRAIN THE NATION MUNICIPALITY	
DRAWING TITLE	WATERSHED MAP PLAN VIEW	
DRAWING NO.	1 OF 1	

RANGER  
MUNICIPAL  
DRAIN

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

**BY-LAW NO 23-2024**

**BEING** A BY-LAW TO APPOINT A MEMBER TO THE COURT OF REVISION FOR THE RANGER MUNICIPAL DRAIN

**REFERENCE: Sections 52 and 97(3) of the Drainage Act, R.S.O. 1990, c. d.17**

**WHEREAS** the Ranger was constructed in 1964-1965 under a report prepared by Stidwill & Associates Limited, dated March 17th, 1964.

**AND WHEREAS** the engineer report dated February 2024 was provisionally adopted in first and second reading following a public meeting to consider the engineer’s report on April 2, 2024.

**AND WHEREAS** pursuant to Section 97(3) of the Drainage Act, where the lands assessed for the drainage works extend from the initiating municipality into a neighbouring municipality, the court of revision shall consist of two members appointed by the council of the initiating municipality, of whom one shall be chair and one member appointed by the council of each of the neighbouring municipalities and the court shall hear and rule on appeals as if the entire area affected by the drainage works were in one municipality;

**AND WHEREAS** Council now deems it necessary and expedient to appoint a Member to the Court of Revision to hear assessment appeals with respect to the Engineer’s Report for the Ranger Municipal Drain, dated February 2024;

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

1. THAT the Court of Revision to hear assessment appeals with respect to the Engineer’s Report for Ranger Municipal Drain Main Drain, dated February 2024, shall consist of four members;
2. THAT Lochiel Ward Councillor, Brian Caddell be appointed to the Court of Revision for the Ranger Drain.
3. THAT should the Lochiel Ward Councillor be unable to attend the Court of Revision, then Councillor at Large, Jacques Massie, be appointed serve in their place.
4. THAT this By-Law shall come into force and take effect upon its passing.

**READ a first, second and third time and passed in Open Council this 29<sup>th</sup> day of April, 2024.**

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

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

I hereby certify this to be a true copy of By-Law No. 23-2024, and that such By-Law is in full force and effect.

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

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





## STAFF REPORT TO COUNCIL

**Report No: BP-2024-12**

**April 29, 2024**

From: Jacob Rheume, Director of Building, By-law & Planning

RE: **ZONING BY-LAW AMENDMENT No. Z-01-2024**

**Owner:** VALDON AG INC

**Location:** 18995 Kenyon Concession Road 4, Maxville, ON, K0C 1T0  
Kenyon Concession 4, Part Lot 27

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### Recommended Motion:

**THAT** the Council of the Township of North Glengarry adopt Zoning By-Law No. Z-01-2024; and **THAT** by-law No. Z-01-2024 be read a first, second and third time and adopted in open Council this 29<sup>th</sup> day of April, 2024

### Background / Analysis:

A zoning amendment application was presented during a public meeting of planning on April 08, 2024.

The purpose of application was to re-zone both the severed and retained portion subject to Consent Application B-7-23 condition No. 4 & 5 as follows;

The retained portion of the property (36.98 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-242) to:

- acknowledge the lot area deficiency from the required 74 acres to the proposed 36.98 acres and;
- acknowledge the road frontage deficiency from the required 200m to the proposed 108.72m and;
- acknowledge the interior yard setback deficiency from the required 9m to the proposed 1.85m for the "small shed" agricultural accessory storage building and;
- prohibit residential development and;

The severed portion of the property (2.92 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-243) to:

- prohibit agricultural uses.

The application was circulated as per the planning act, being by regular mail, posted on the property and posted on the Township website. No questions or concerns from the public or other agencies have been brought forward.

The application is being presented this evening to the Council of The Township of North Glengarry for further discussion and adoption.

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

OR

**Option #2 Council does not adopt the by-law**

**Financial Implications:**

No financial implications to the Township

**Attachments & Relevant Legislation:**

- By-Law Z-01-2024
- Public Meeting of Planning Staff report from April 08, 2024

**Others Consulted:**

n/a

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk



**STAFF REPORT  
PUBLIC MEETING OF PLANNING**

**DATE:** April 08, 2024

**TO:** Mayor and Council Members

**FROM:** Jacob Rheume, Director of Building, By-law & Planning

**RE: Zoning By-law Amendment No. Z-01-2024**

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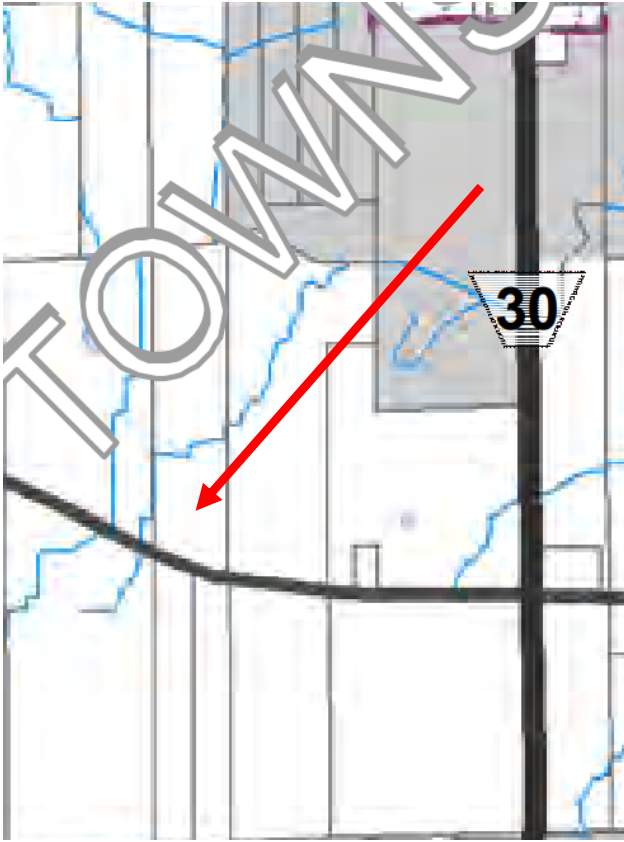
**Owner:** VALDON AG INC  
18995 Kenyon Concession Road 4, Maxville, ON, K0C 1T0  
Kenyon Concession 4, Part Lot 27



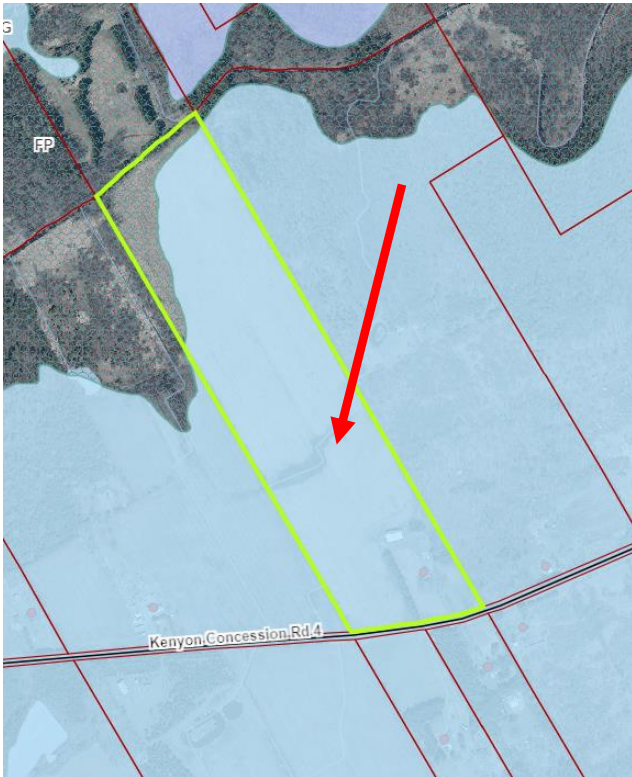




**Official Plan designation: Agricultural Resource Lands**



- **Zoning designation: General Agricultural (AG) & Floodplain (FP)**



**Purpose of application:** to re-zone both the severed and retained portion subject to Consent Application B-7-23 condition No. 4 & 5 as follows;

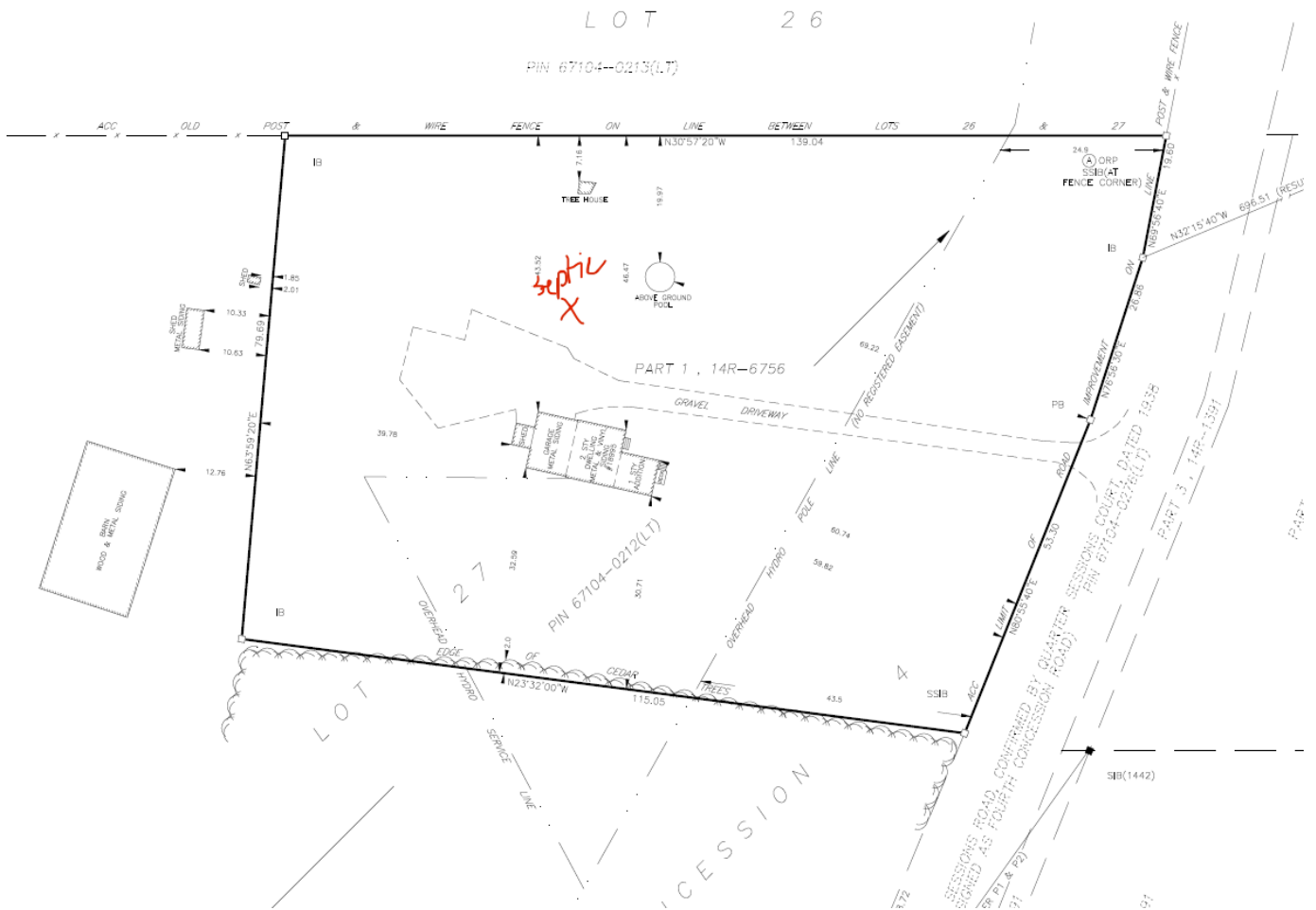
The **retained** portion of the property (36.98 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-242) to:

- Acknowledge the lot area deficiency from the required 74 acres to the proposed 36.98 acres.
- Acknowledge the road frontage deficiency from the required 200m to the proposed 108.72m.
- acknowledge the interior yard setback deficiency from the required 9m to the proposed 1.85m for the "small shed" agricultural accessory storage building and;
- prohibit residential development.

The **severed** portion of the property (2.92 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-243) to:

- prohibit agricultural uses.

**Discussion:** The subject land area is approximately 39.90 acres. The applicant received conditional approval from the United Counties of Stormont Dundas & Glengarry on March 20,

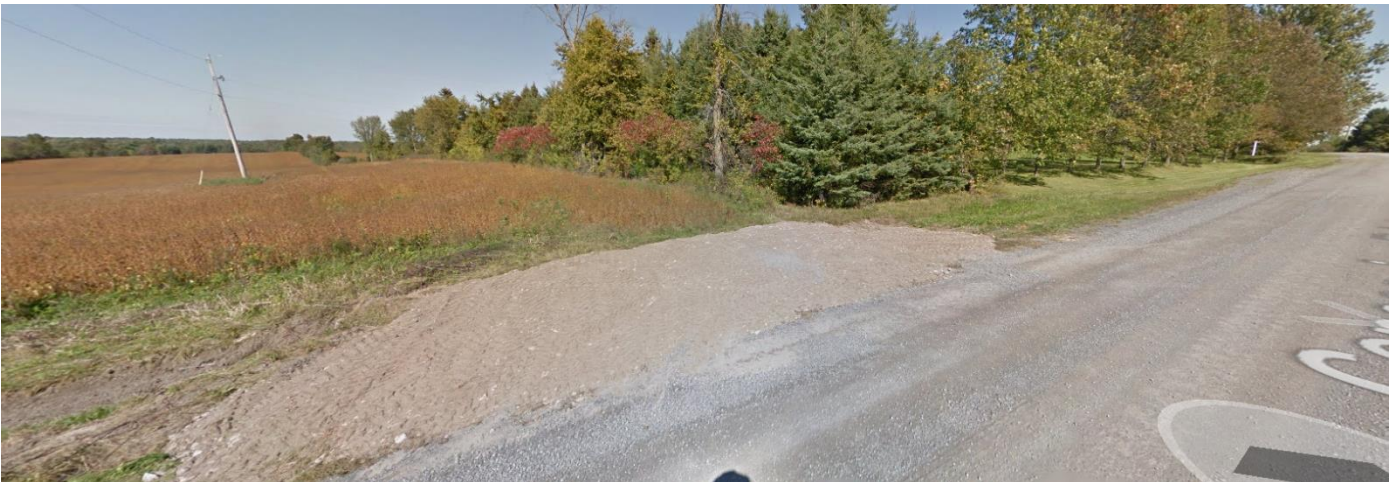


2023, to sever approximately 2.92 acres of land deemed surplus to the needs of the farming operation.

The newly created property lines will be created in accordance with the Zoning By-law requirements for both the retained and the severed portions, except for the property line North of the proposed residential lot where there is a small steel shed that is closer to the proposed property line than what is permitted in the Agricultural zoning, as it is more than 15m<sup>2</sup> in size, hence the request for reduction for interior yard setback. The other 2 buildings remaining on the agricultural portion named as “BARN WOOD & METAL SIDING” & “SHED METAL SIDING” are setback more than the required 9m from the property line.

The new line is proposed to be in such a location to keep the area to a minimum to accommodate the residential use for the dwelling, septic, well and all accessory buildings. The septic system is located just East of the dwelling and is compliant with Ontario Building Code for all setbacks.

There are currently two entrances on the property, one for the residential portion with the assigned civic number 18995 Kenyon Concession Road 4 for the dwelling, which will remain. There is also an existing entrance to remain for the agricultural portion, located West of the tree line, West of the new proposed property line, with no assigned civic number as of yet. No new entrances are proposed.



The owner will not have to apply for any change-of-use permit for any of the barn/agricultural buildings as they all will remain on the agricultural portion of the severance. Prior to clearing all the conditions, the Chief Building Official will go on site to ensure no other structures are creating a health and safety hazard for the public and future owners, such as sheds, silo, other old buildings, etc.

The surrounding official plan designation is mostly Agricultural Resource Lands for all adjacent and neighboring properties.



The surrounding zoning is mostly General Agricultural (AG) for all adjacent and neighboring properties.

The surrounding uses includes mostly agricultural cash crop/fields and livestock facilities, with some rural residential properties.





We have received a comment from RRCA as there is a mapped watercourse on and within 15m of the subject lot. Alterations to the watercourse including but not limited to shoreline restoration, crossings, bridges, culverts, channelization, channel closures, realignment and cleanouts shall require permission from the Raisin Region Conservation Authority, as per O. Reg. 175/06.

No other agencies, Township departments or members of public expressed concerns or provided any comments regarding this Zoning By-law Amendment.

**Planning Act**

The Ontario Planning Act gives municipal Councils the authority to pass zoning by-laws, and make amendments to existing zoning by-laws, under Section 34 of the Act. The Planning Act also requires that in making planning decisions Council must have regard for matters of Provincial Interest. The Planning Act requires that Council’s decisions must be consistent with the Provincial Policy Statement, and conforms with the Stormont, Dundas and Glengarry Official Plan which apply to the lands.

### **Provincial Policy Statement (2020)**

According to the Provincial Policy Statement (2020) lot creation in prime agricultural areas is discouraged and may only be permitted in certain circumstances. A residence surplus to a farming operation is the most common reason and is applicable to this application provided that:

The new lot will be limited to a minimum size needed to accommodate the use, accessory uses, and appropriate sanitary sewage and water services, and the planning authority ensures that new residential dwellings are prohibited on any remnant parcel or farmland created by the severance.

### **SDG Counties Official Plan (2018)**

The SDG Counties Official Plan Policy (8.12.13.3(7)) permits lot creation in agricultural lands for a residence surplus to a farming operation if the new lot will be limited to a minimum size needed to accommodate the use, accessory uses, and appropriate sanitary sewage and water services, and the municipality prohibits further dwellings (residential development) on the vacant retained lands created by the subject consent.

**In conclusion, based on the criteria above, the proposed zoning amendment conforms to the relevant policies of the United Counties of Stormont Dundas and Glengarry's Official Plan, it is consistent with Provincial Policy Statement and compliant with the Township of North Glengarry Zoning By-law No. 39-2000.**

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

**BY-LAW NO. Z-01-2024**

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

**WHEREAS** By-Law No. 39-2000 regulates the use of land and erection of buildings and structures within the Township of North Glengarry, United Counties of Stormont, Dundas & Glengarry;

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

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

1. Notwithstanding the provisions of Section 11.2 to the contrary, on the lands described as being Conc 4 Part lot 27 (18995 Kenyon Conc Rd. 4, Alexandria, ON) of North Glengarry zoned General Agricultural Special Exception 242 (AG-242) and General Agricultural Special Exception 243 (AG-243) on Schedule “A” attached hereto, the following provisions shall apply:
  - i) AG-242 Special Exception on the **retained** portion to:
    - Prohibit residential development
    - Permit a lot area deficiency from the required 74 acres to 36.98 acres.
    - Permit road frontage deficiency from the required 200m to 108.72m.
    - Permit the interior yard setback deficiency from the required 9m to 1.85m for the “small agricultural shed” and;
  - ii) AG-243 Special Exception on the **severed** portion to:
    - Prohibit agricultural uses
2. That Schedule “A” of By-Law 39-2000 is hereby amended by changing the “AG” Zone Symbol on the subject lands to “AG-242” and “AG-243” on the Schedule “A” hereto.
3. That Schedule “A” attached hereto is hereby made fully part of the By-Law.

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

**READ** a first, second, third time and enacted in Open Council, this 29<sup>th</sup> day of April 2024.

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

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

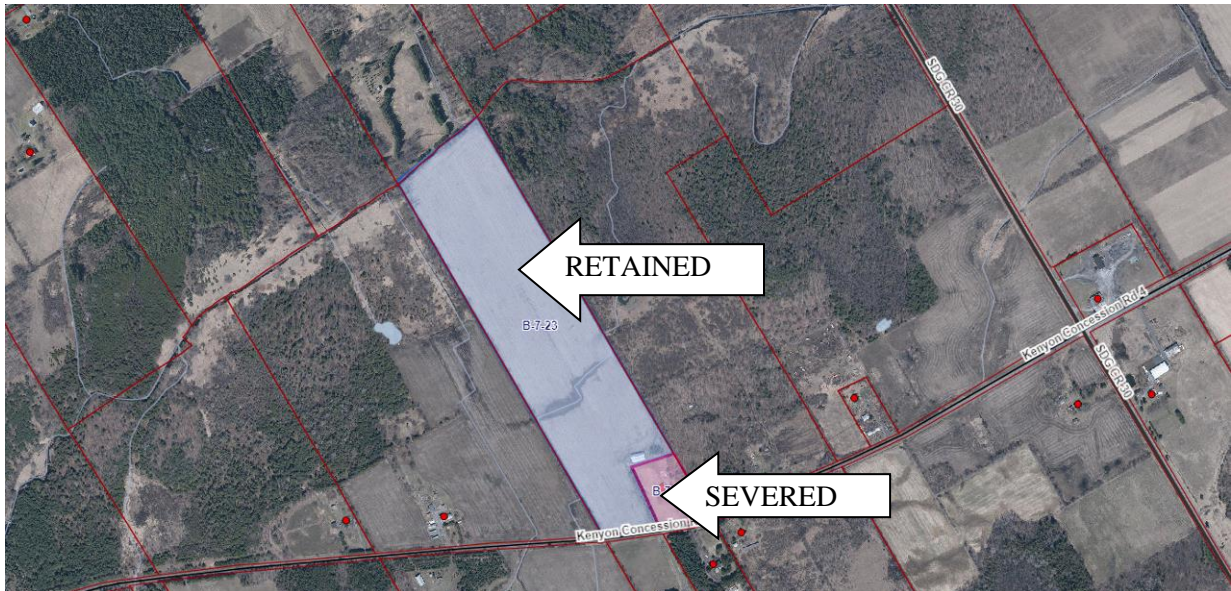
I, hereby certify that the forgoing is a true copy of By-Law No. Z-01-2024, duly adopted by the Council of the Township of North Glengarry, on the 29<sup>th</sup> day of April, 2024.

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

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

**SCHEDULE "A"  
TO BY-LAW NUMBER Z-01-2024**

**Legend  
Subject Lands  
Zone Change from "AG" to "AG-242" and "AG-243"**



**CONC 4 PART LOT 27 (18995 Kenyon Conc Rd. 4, Alexandria, ON)  
Township of North Glengarry  
United Counties of Stormont, Dundas & Glengarry**

**This is Schedule "A" to By-Law Z-01-2024.  
Passed this 29<sup>th</sup> day of April 2024.**

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**Mayor/Deputy Mayor**

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**CAO/Clerk/Deputy Clerk**



## **STAFF REPORT TO COUNCIL**

**Report No: BP-2024-13**

**April 29, 2024**

From: Jacob Rheume, Director of Building, By-law & Planning

RE: **ZONING BY-LAW AMENDMENT No. Z-02-2024**

**Owner:** Natalie COUSINEAU

**Location:** 150 Bishop Street North, Alexandria, ON, K0C 1A0  
PLAN 121, RCP N Part Lot 20

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### **Recommended Motion:**

**THAT** the Council of the Township of North Glengarry adopt Zoning By-Law No. Z-02-2024.

### **Background / Analysis:**

A zoning amendment application was presented during a public meeting of planning on April 08, 2024.

The purpose of application was to rezone the subject lands from Residential First Density (R1) to Residential Second Density (R2) to permit the construction of a semi-detached dwelling on the subject lands.

The application was circulated as per the planning act, being by regular mail, posted on the property and posted on the Township website. No questions or concerns from the public or other agencies have been brought forward.

The application is being presented this evening to the Council of The Township of North Glengarry for further discussion and adoption.

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

OR

**Option #2 Council does not adopt the by-law**

**Financial Implications:**

No financial implications to the Township

**Attachments & Relevant Legislation:**

- By-Law Z-02-2024
- Public Meeting of Planning Staff report from April 08, 2024

**Others Consulted:**

n/a

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk

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

**BY-LAW NO. Z-02-2024**

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

**WHEREAS** By-Law No. 39-2000 regulates the use of land and erection of buildings and structures within the Township of North Glengarry, United Counties of Stormont, Dundas & Glengarry;

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

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

1. Notwithstanding the provisions of Section 5.2 to the contrary, on the lands described as being Plan 121 RCP North, Part lot 20 (150 Bishop St. N, Alexandria, ON) of North Glengarry zoned Residential Second Density (R2) on Schedule “A” attached hereto, the following provisions shall apply:
  - i) Residential Second Density (R2) to:
    - Permit the construction of a semi-detached dwelling on the subject lands.
2. That Schedule “C” of By-Law 39-2000 is hereby amended by changing the “R1” Zone Symbol on the subject lands to “R2” on the Schedule “C” hereto.
3. That Schedule “A” attached hereto is hereby made fully part of the By-Law.

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

**READ** a first, second, third time and enacted in Open Council, this 29<sup>th</sup> day of April 2024.

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

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

I, hereby certify that the forgoing is a true copy of By-Law No. Z-02-2024, duly adopted by the Council of the Township of North Glengarry, on the 29<sup>th</sup> day of April, 2024.

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

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



**SCHEDULE "A"  
TO BY-LAW NUMBER Z-02-2024**

**Legend  
Subject Lands  
Zone Change from "R1" to "R2"**



**PLAN 121 RCP NORTH PART LOT 20 (150 Bishop St. N, Alexandria, ON)  
Township of North Glengarry  
United Counties of Stormont, Dundas & Glengarry**

**This is Schedule "A" to By-Law Z-02-2024.  
Passed this 29<sup>th</sup> day of April 2024.**

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**Mayor/Deputy Mayor**

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**CAO/Clerk/Deputy Clerk**



**STAFF REPORT  
PUBLIC MEETING OF PLANNING**

**DATE:** April 8, 2024

**TO:** Mayor and Council Members

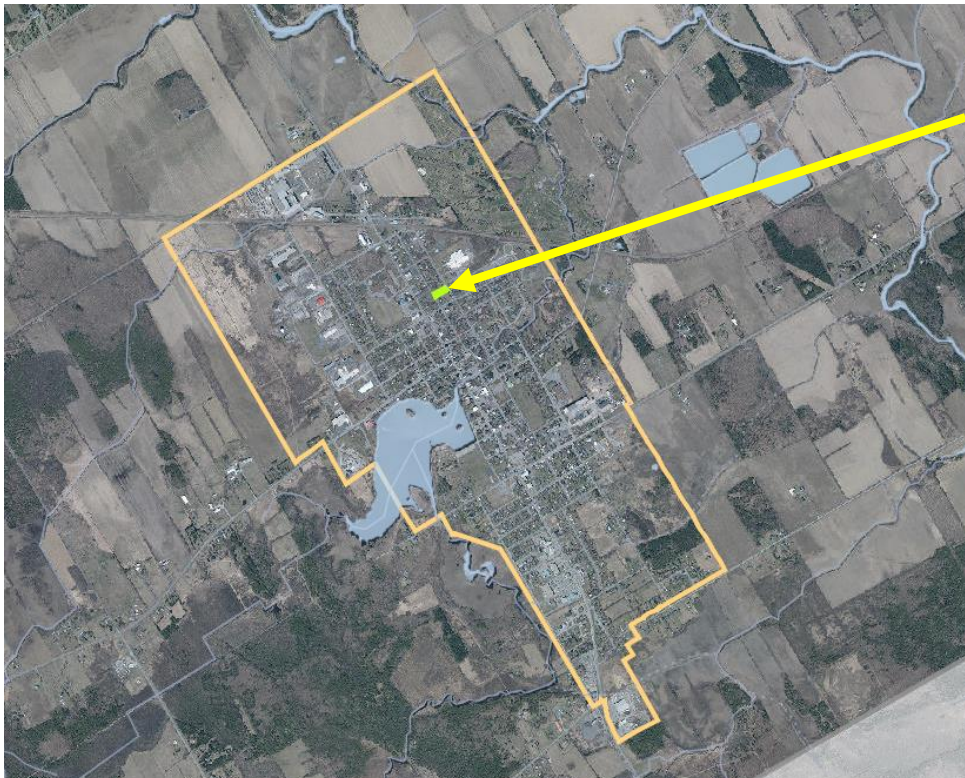
**FROM:** Jacob Rheume, Director of Building, By-law & Planning

**RE: Zoning By-law Amendment No. Z-02-2024**

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**Owner:** Natalie COUSINEAU

**Location:** 150 Bishop Street North, Alexandria, ON, K0C 1A0  
PLAN 121, RCP N Part Lot 20 - (Roll No. 0111 018 000 08800)

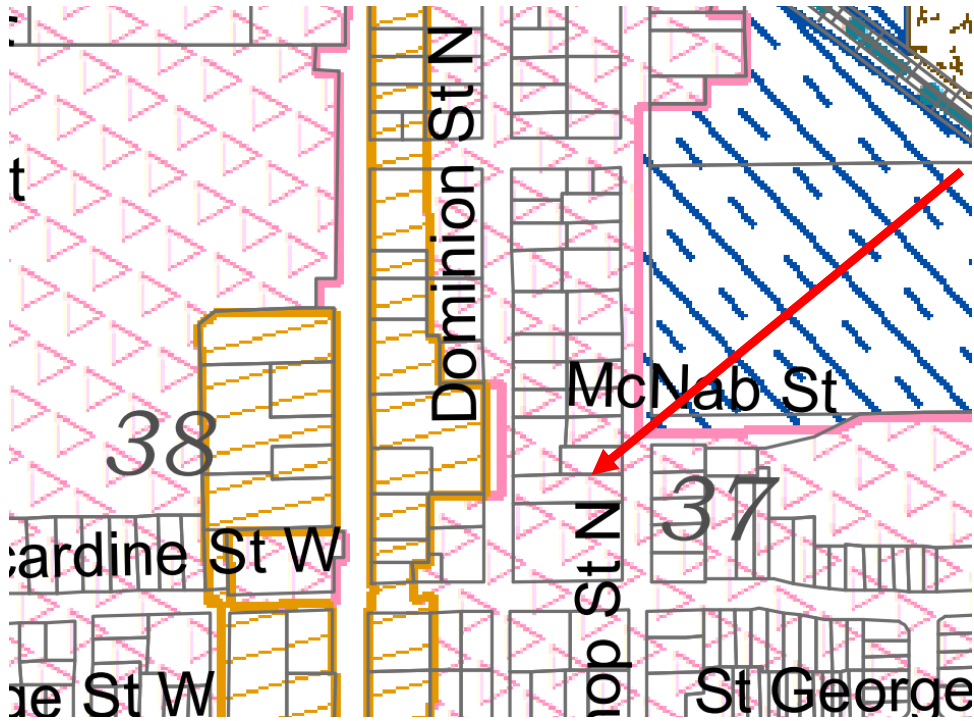






*"Pink" portion to be rezoned.*

**Official Plan designation: Urban Settlement Area (Alexandria) – Residential District**



**Zoning designation: Residential First Density (R1)**













**Purpose of application:**

- to rezone the subject lands from Residential First Density (R1) to Residential Second Density (R2) to permit the construction of a semi-detached dwelling on the subject lands.

**Discussion:** The owner of the property, Natalie COUSINEAU, is currently in the process of an application to sever her property into 2 lots. The retained portion, which will still have frontage on Bishop Street North (civic number 150) will be approximately 62.5' (19.05m) x 136.5' (41.62m), and the severed portion, which is the portion the owner wishes to re-zone will be approximately 62.5' (19.05m) x 105' (32.01m), making both portions compliant with the R1 zone, and R2 zone, for minimum required lot frontage (18m), and lot area (550m<sup>2</sup>). The retained portion is not part of this application for rezoning, only the severed portion, facing Dominion Street North.

As mentioned above, the subject land is approximately 62.5' (19.05m) in lot frontage onto Dominion Street North x 105' (32.01m) in depth, for an approximate area of .15 acre (609.79m<sup>2</sup>), all compliant with our Zoning By-law requirements for R2 zoned properties. The Planning Department has received a request from the applicant to rezone the subject lands from Residential First Density (R1) to Residential Second Density (R2) to permit the construction of a semi-detached dwelling on the subject lands. The current R1 zoning designation only allows for single family dwellings to be developed. The retained portion currently has a single-family dwelling constructed on it and will remain R1.

Permitted Uses	<b>R1</b> Single Family Group Home Access. Apartment		<b>R2</b> Duplex Dwellings Semi-Detached Dwellings Any R1 permitted use
Lot Area min (fully serviced lot)	450m <sup>2</sup>		550m <sup>2</sup>
Lot Frontage	15m		18m
Front Yard & Exterior Side Yard Depth min.	6m		7.5m
Interior Side Yard Depth min.	1.2 + 0.6m for each storey above first		2.4m
Rear Yard Depth min.	7.5m		7.5m
Dwelling Area (living) min.	75m <sup>2</sup>		75m <sup>2</sup> per unit
Building Height max.	10.5m		10.5m
Lot Coverage max.	35%		35%
Dwellings per Lot	1		2

There are no detailed site-plan or architectural plans done for the development at this time. The proposed building would have to be constructed as per all requirements of the Zoning By-law R2 designation such as setbacks, building height, parking, etc. The owner's plan is to potentially sell the property to a new owner who would construct a semi-detached dwelling, with at least 2 parking spaces for each unit, with an attached garage, but regardless of potential sale or new ownership, the property's zoning designation would not change, it would remain R2. The proposed Zoning Amendment does not include a requirement for Site Plan Control, and none will be required for the development, there are no additional restrictions imposed on the property, other than the R2 zone requirements listed in the table above.

The height of adjacent buildings varies from 1, 1½, and 2 storey buildings; however, the maximum height within current zoning, and within the proposed, and most of surrounding properties is 10.5m. The proposed semi-detached building would have to comply with the requirement. The proposed will be approximately the same height as a single detached house in the neighborhood.

A Site Plan Control Development Agreement will not be required for the development. Only a building permit will have to be obtained, and it shall include elevations and façades. The building permit will also deal with parking, pedestrian safety, minor neighborhood character details, drainage, grading, actual building size and location, setbacks, servicing, lighting, garbage collection, etc.

The Township's Public Works Department did confirm that entrance permits could be granted for a semi-detached building, and that municipal services such as water and sanitary sewer connections could be connected to the new development. Civic numbers could also be issued (157 & 159 Dominion Street North) as per the SDG/Township civic number grid. Staff also reviewed the potential for increased cars to ensure no negative impacts are created with the development and no issues were brought up by either the Township or the Counties.

There currently are 2 accessory storage buildings on the severed portion of the severance, the portion for which this zoning amendment is applied for. The 2 accessory buildings currently are "residential use" accessory structures and could remain as being accessory "residential use" accessory structures for the new property, or could be moved on another property or demolished. The owner was made aware that if the new development does not happen within the next 2 years, the 2 buildings must be demolished or moved as accessory storage buildings can not be on a residential zone property before the main building, in this case the single family or semi-detached dwelling.

Site pictures:







## **Planning Act**

The Ontario Planning Act gives municipal Councils the authority to pass zoning by-laws, and make amendments to existing zoning by-laws, under Section 34 of the Act. The Planning Act also requires that in making planning decisions Council must have regard for matters of Provincial Interest. The Planning Act requires that Council's decisions must be consistent with the Provincial Policy Statement, and conform, or not conflict with, the Stormont, Dundas and Glengarry Official Plan which apply to the lands.

## **Provincial Policy Statement (2020)**

The Provincial Policy Statement, also known as the "PPS", provides policy directions on matters of provincial interest related to land use planning and development. It aims to provide for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural and built environment.

It should be noted that within the PPS framework, the subject property is considered to be within a settlement area (Alexandria). Within the PPS, Settlement Areas are those built-up areas where development is concentrated and have a mix of land uses and designated in an official plan for development over the long-term planning horizon. Settlement areas can be in urban or rural settings. Settlement areas shall be the focus of growth and development in the province.

Section 1.1.1 supports Healthy, livable and safe communities by promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term, accommodate an appropriate affordable and market-based range and mix of residential types, (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons) and avoiding development and land use patterns which may cause environmental or public health and safety concerns.

*Policy 1.1.3.2. - Land use patterns within "Settlement Areas" shall be based on densities and a mix of land uses which:*

- 1. efficiently use land and resources, and*
- 2. are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available.*

The proposed zoning amendment promotes the efficient use of land and is appropriate for the surroundings. It would also make efficient use of infrastructure such as the municipal water and wastewater services.

Within Section 1.1.3 Land use patterns within settlement areas shall be based on densities and a mix of land uses which efficiently uses land and resources, appropriate infrastructure and public services, and supports active transportation. Appropriate municipal development

standards should promote intensification, redevelopment and compact form, while avoiding or mitigating risks to public health and safety. New development taking place in designated growth areas should occur adjacent to the existing built-up area and should have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities.

*Policy 1.1.3.2 - A range of uses and opportunities for intensification and redevelopment in accordance with the criteria in policy 1.1.3.3, where this can be accommodated.*

The conversion of the property from Residential First Density (R1) to Residential Second Density (R2) will potentially intensify the use on the subject lands.

### **SDG Counties Official Plan (2018)**

The SDG Counties Official Plan Policy (Table 3.1) permits, promotes and encourages residential uses, including a full range of low, medium and high density housing types within the Urban Settlement (Alexandria) – Residential District. Within this designation single, semi-detached dwellings, townhouse, row-house and low-rise multiple units are permitted residential dwelling types.

The Official Plan contains a number of goals and strategic objectives; growth is the goal to direct most forms of development to areas where full municipal wastewater and water services are available and to support the efficient use of land in these areas. The strategic objective is to encourage infilling, intensification, and development in appropriate locations and with appropriate built form and design.

The Official Plan also seeks to protect and enhance the character of existing urban areas and the stability of existing and well-established residential neighborhoods by ensuring that development and redevelopment is compatible with the scale and density of existing development.

***In conclusion, based on the criteria above, the proposed zoning amendment is compliant with the Township's Zoning By-law and with the intent and purpose of the United Counties of Stormont Dundas and Glengarry's Official Plan. It is also consistent with Provincial Policy Statement, it promotes the efficient use of land, and it is deemed appropriate for urban settlement areas, such as Alexandria.***



## STAFF REPORT TO COUNCIL

**Report No: BP-2024-14**

**April 29, 2024**

From: Jacob Rheume, Director of Building, By-law & Planning

RE: **ZONING BY-LAW AMENDMENT No. Z-03-2024**

**Owner:** William FRANKLIN

**Location:** 20870 Lochinvar Road, Alexandria, ON, K0C 1A0  
Lochiel Concession 8, West Part Lot 28

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### **Recommended Motion:**

**THAT** the Council of the Township of North Glengarry adopt Zoning By-Law No. Z-03-2024.

### **Background / Analysis:**

A zoning amendment application was presented during a public meeting of planning on April 08, 2024.

The purpose of application was to re-zone both the severed and retained portion subject to Consent Application B-7-24 condition No. 3 & 4 as follows;

The retained portion of the property (101.06 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-244) to:

- acknowledge the deficiency in lot frontage (Lochinvar Road) from the required 200m to the proposed 126.79m and;
- prohibit residential development and;

The severed portion of the property (1.13 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-245) to:

- prohibit agricultural uses.

The application was circulated as per the planning act, being by regular mail, posted on the property and posted on the Township website. No questions or concerns from the public or other agencies have been brought forward.

The application is being presented this evening to the Council of The Township of North Glengarry for further discussion and adoption.

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

OR

**Option #2 Council does not adopt the by-law**

**Financial Implications:**

No financial implications to the Township

**Attachments & Relevant Legislation:**

- By-Law Z-03-2024
- Public Meeting of Planning Staff report from April 08, 2024

**Others Consulted:**

n/a

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk



**STAFF REPORT  
PUBLIC MEETING OF PLANNING**

**DATE:** April 08, 2024

**TO:** Mayor and Council Members

**FROM:** Jacob Rheume, Director of Building, By-law & Planning

**RE: Zoning By-law Amendment No. Z-03-2024**

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**Owner:** William FRANKLIN  
20870 Lochinvar Road, Alexandria, ON, K0C 1A0  
Lochiel Concession 8, West Part Lot 28

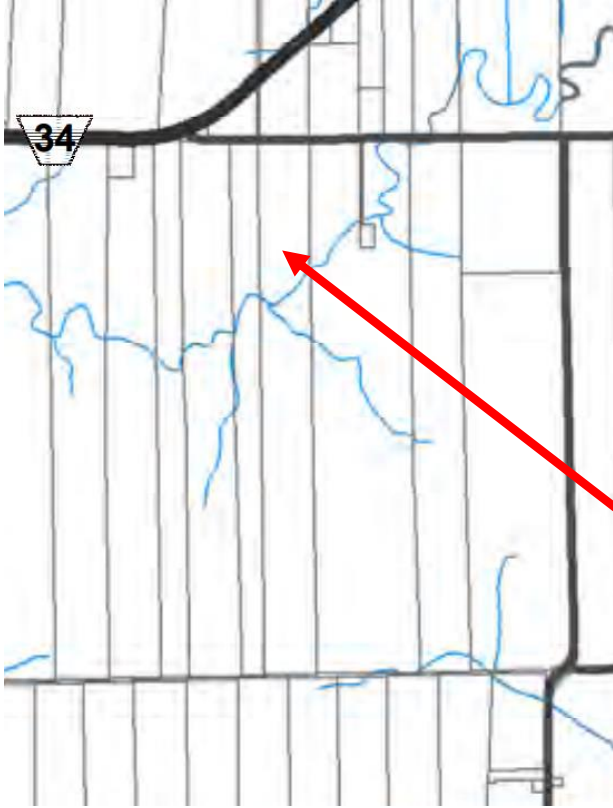




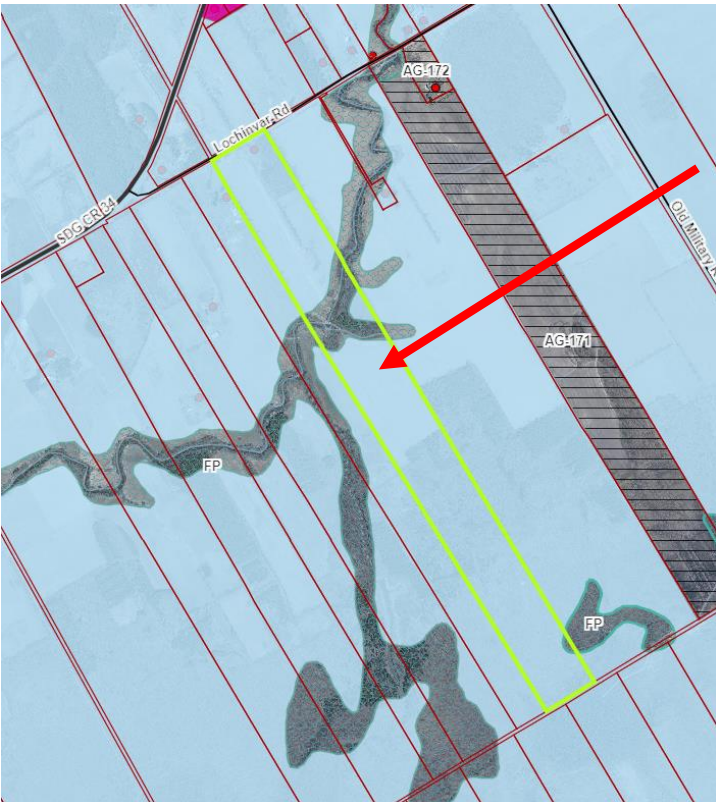




**Official Plan designation: Agricultural Resource Lands**



**Zoning designation: General Agricultural (AG) & Floodplain (FP)**



**Purpose of application:** to re-zone both the severed and retained portion subject to Consent Application B-7-24 condition No. 3 & 4 as follows;

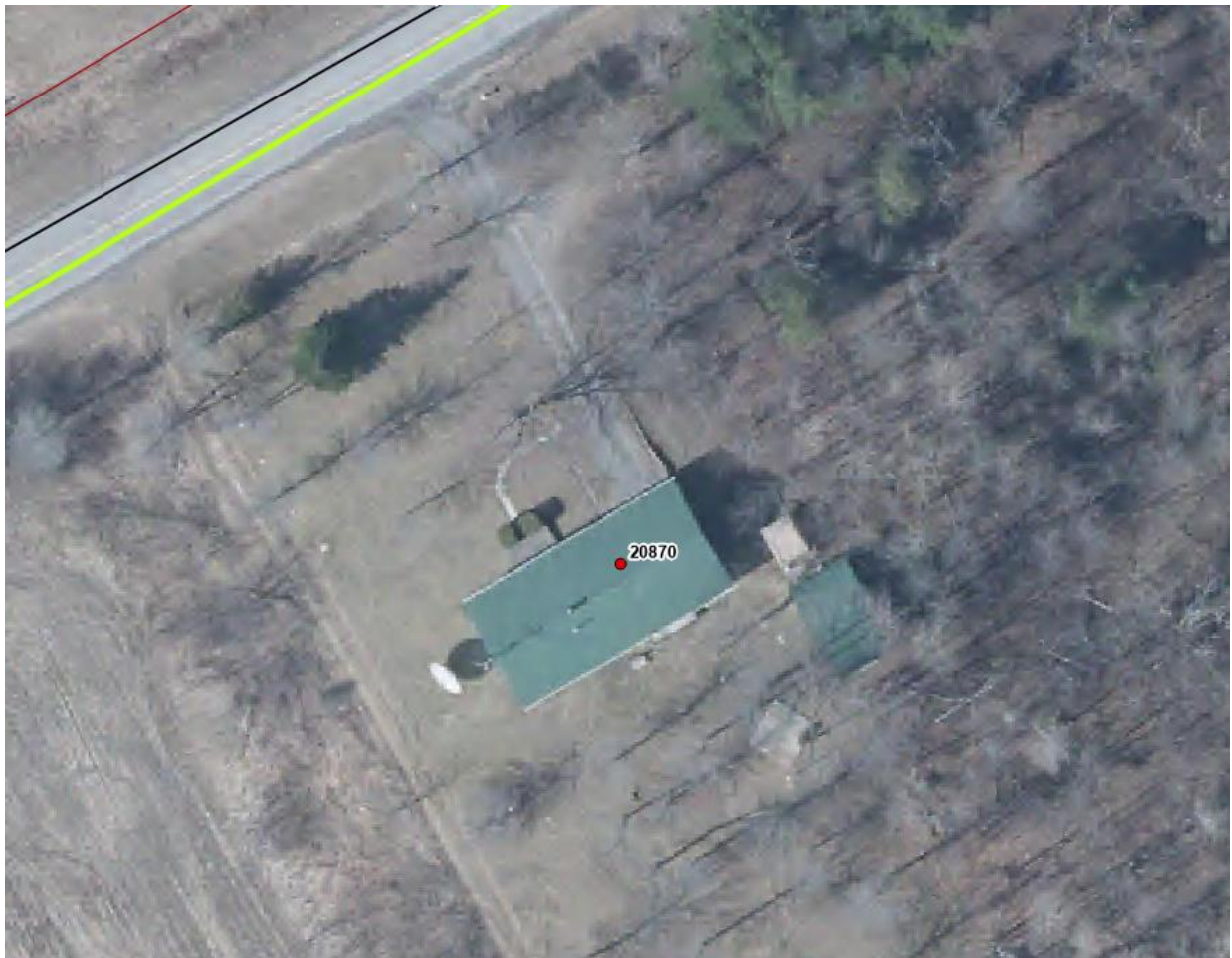
The **retained** portion of the property (101.06 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-244) to:

- acknowledge the deficiency in lot frontage (Lochinvar Road) from the required 200m to the proposed 126.79m and;
- prohibit residential development and;

The **severed** portion of the property (1.13 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-245) to:

- prohibit agricultural uses.

**Discussion:** The subject land area is approximately 102.19 acres. The applicant received conditional approval from the United Counties of Stormont Dundas & Glengarry on February 22, 2024, to sever approximately 1.13 acres of land deemed surplus to the needs of the farming operation.



The newly created property lines will be created in accordance with the Zoning By-law requirements for both the retained and the severed portions except for the agricultural portion lot frontage where 200m is required but only 126.79m is proposed, hence the request for a reduction for the lot frontage through this zoning amendment.

The new line is proposed to be in such a location to keep the area to a minimum to accommodate the residential use for the dwelling, septic, well and all accessory buildings. The septic system is located just North of the dwelling and is compliant with Ontario Building Code for all setbacks.

There are currently three entrances on the property, two for the residential portion with the one more East assigned civic number 20870 Lochinvar Road for the dwelling, which will remain. There is also an existing entrance to remain for the agricultural portion, located West of the fence line, West of the new proposed property line, with no assigned civic number as of yet. No new entrances are proposed.



The owner will not have to apply for any change-of-use permit for any buildings as there are no buildings used for agricultural purposes on the newly created residential lot, and there are no buildings on the agricultural portion. Prior to clearing all the conditions, the Chief Building Official will go on site to ensure no other structures are creating a health and safety hazard for the public and future owners, such as sheds, silo, other old buildings, etc.

The surrounding official plan designation is mostly Agricultural Resource Lands for all adjacent and neighboring properties.

The surrounding zoning is mostly General Agricultural (AG) for all adjacent and neighboring properties.

The surrounding uses includes mostly agricultural cash crop/fields and livestock facilities, with some rural residential properties.





We have received a comment from RRCA as there is a mapped watercourse on and within 15m of the subject lot. Alterations to the watercourse including but not limited to shoreline restoration, crossings, bridges, culverts, channelization, channel closures, realignment and cleanouts shall require permission from the Raisin Region Conservation Authority, as per O. Reg. 175/06.

No other agencies, Township departments or members of public expressed concerns or provided any comments regarding this Zoning By-law Amendment.

### **Planning Act**

The Ontario Planning Act gives municipal Councils the authority to pass zoning by-laws, and make amendments to existing zoning by-laws, under Section 34 of the Act. The Planning Act also requires that in making planning decisions Council must have regard for matters of Provincial Interest. The Planning Act requires that Council's decisions must be consistent with the Provincial Policy Statement, and conforms with the Stormont, Dundas and Glengarry Official Plan which apply to the lands.

### **Provincial Policy Statement (2020)**

According to the Provincial Policy Statement (2020) lot creation in prime agricultural areas is discouraged and may only be permitted in certain circumstances. A residence surplus to a farming operation is the most common reason and is applicable to this application provided that:

The new lot will be limited to a minimum size needed to accommodate the use, accessory uses, and appropriate sanitary sewage and water services, and the planning authority ensures that new residential dwellings are prohibited on any remnant parcel or farmland created by the severance.

### **SDG Counties Official Plan (2018)**

The SDG Counties Official Plan Policy (8.12.13.3(7)) permits lot creation in agricultural lands for a residence surplus to a farming operation if the new lot will be limited to a minimum size needed to accommodate the use, accessory uses, and appropriate sanitary sewage and water services, and the municipality prohibits further dwellings (residential development) on the vacant retained lands created by the subject consent.

**In conclusion, based on the criteria above, the proposed zoning amendment conforms to the relevant policies of the United Counties of Stormont Dundas and Glengarry's Official Plan, it is consistent with Provincial Policy Statement and compliant with the Township of North Glengarry Zoning By-law No. 39-2000.**

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

**BY-LAW NO. Z-03-2024**

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

**WHEREAS** By-Law No. 39-2000 regulates the use of land and erection of buildings and structures within the Township of North Glengarry, United Counties of Stormont, Dundas & Glengarry;

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

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

1. Notwithstanding the provisions of Section 11.2 to the contrary, on the lands described as being Conc 8 West, Part lot 28 (20870 Lochinvar Rd., Dalkeith, ON) of North Glengarry zoned General Agricultural Special Exception 244 (AG-244) and General Agricultural Special Exception 245 (AG-245) on Schedule “A” attached hereto, the following provisions shall apply:
  - i) AG-244 Special Exception on the **retained** portion to:
    - Prohibit residential development
    - Permit road frontage deficiency from the required 200m to 126.79m.
  - ii) AG-245 Special Exception on the **severed** portion to:
    - Prohibit agricultural uses
2. That Schedule “B” of By-Law 39-2000 is hereby amended by changing the “AG” Zone Symbol on the subject lands to “AG-244” and “AG-245” on the Schedule “B” hereto.
3. That Schedule “A” attached hereto is hereby made fully part of the By-Law.

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

**READ** a first, second, third time and enacted in Open Council, this 29<sup>th</sup> day of April 2024.

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

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

I, hereby certify that the forgoing is a true copy of By-Law No. Z-03-2024, duly adopted by the Council of the Township of North Glengarry, on the 29<sup>th</sup> day of April, 2024.

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

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

**SCHEDULE "A"  
TO BY-LAW NUMBER Z-03-2024**

**Legend  
Subject Lands  
Zone Change from "AG" to "AG-244" and "AG-245"**



**CONC 8 W PART LOT 28 (20870 Lochinvar Rd., Dalkeith, ON)  
Township of North Glengarry  
United Counties of Stormont, Dundas & Glengarry**

**This is Schedule "A" to By-Law Z-03-2024.  
Passed this 29<sup>th</sup> day of April 2024.**

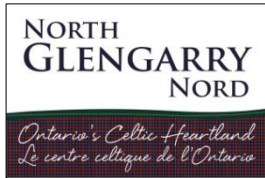
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**Mayor/Deputy Mayor**

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**CAO/Clerk/Deputy Clerk**





## Community Development Committee

### MINUTES

Wednesday, February 28, 2024 at 3:00 pm  
Council Chambers – Township Office  
3720 County Road 34  
Alexandria ON K0C 1A0

**PRESENT:** Jamie MacDonald, Mayor & Chair

Michael Madden, Councillor  
Gina Dragone, Community Representative  
Dean MacGillivray, Community Representative  
Chris McPherson, Community Representative  
Joanne Pratt, Community Representative  
Sarah Huskinson, Chief Administrative Officer / Clerk  
Anne Leduc, Director – Community Services / Recording Secretary  
Natalie Charette, Economic Development and Communications Coordinator

**REGRETS:** Carma Williams, Deputy Mayor

#### 1) CALL TO ORDER

The meeting was called to order at 3:00 pm by the Chair.

#### 2) DECLARATIONS OF PECUNIARY INTEREST

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

#### 3) ADDITIONS, DELETIONS OR AMENDMENTS

None

#### 4) ADOPTION OF THE AGENDA

**Moved by:** Chris McPhearson

**Seconded by:** Dean MacGillivray

THAT the agenda for the Community Development Committee for February 28, 2024, be adopted as amended.

**Carried.**

#### 5) ADOPTION OF THE PREVIOUS MINUTES

**Moved by:** Michael Madden

**Seconded by:** Rory Levert

THAT the minutes of the November 1, 2023, Community Development Committee meeting be accepted as proposed.

**Carried.**

**6) BUSINESS ARISING FROM THE MINUTES**

There was no new business arising from the minutes.

**7) DELEGATIONS**

None

**8) AGENDA ITEMS**

**a. SDG Rural Education Committee Update**

The Chair shared a summary from Mr. Jeff Manley. Jeff advised that he reached out to the chairs of the Catholic and Upper Canada school boards. The Upper Canada school board Chair, Jamie Schoular responded that he would not meet with Jeff unless all Chairs of the four school boards were present. Donna Nielsen, Chair of the City of Cornwall and Glengarry, County Catholic and District School Board of Eastern Ontario attended a meeting with Jeff. Afterwards, Jeff tried to contact the Chair of the Upper Canada District School Board again to set up an informal meeting but was told that a meeting would not take place without the other Chairs.

In the meantime, members of the group will be reaching out to John Danaher and to staff at Upper Canada District School Board to see what can be done to move the file forward. It seems as if the present Chair of the Upper Canada School Board prefers to work in a silo.

Mr. Michael Madden forward an article from the Standard Freeholder speaking to the Upper Canada District School Board still looking for a 23+ acre site in Cornwall for a new school. There is another build for an elementary school in Brockville which will replace a couple of existing schools.

The Upper Canada District School Board was initially looking at building the new school near the Benson Centre. Another option that was considered was turning the existing St-Lawrence College, and a third was to replace Bridgewood which could impact the numbers at CharLan.

Jeff will formally request a meeting at the Upper Canada District School Board. If he gets turned down, a communication regarding this will be sent to Stephen Lecce, the Minister of Education.

**b. Community Use of Schools**

- i. Letter from Janet MacCrimmon, President Glengarry School of Piping & Drumming  
Identification of priorities (4 to 5) by Committee members

Mrs. Gina Dragone indicated that Janet did not receive a response from the Upper Canada District School Board to her letter and that she is looking for support from the Township. Mr. MacDonald suggested putting together a letter of support referring to Janet's letter.

**c. Alexandria and Maxville Working Groups – Updates**

A meeting of the Alexandria Working Group was held to discuss development and associated issues. EVB has nearly finalized the Master Servicing Plan for Alexandria and a request will be made to have them attend the Community Development Committee meeting. The Trillium Landing development is still on track with excavation occurring weather permitting and infrastructure is moving through the process. The plan is for a Fall 2025 occupancy.

**d. CAO Update**

**i. IHA**

An email was received from developers from Casselman which have been hired by the IHA investors to move the project forward. Township staff is putting together information regarding a severance instead of a site plan of subdivision, and servicing options. Their preference would be an owner/purchaser model versus a rental model. Present zoning accommodates commercial on the ground floor. A severance can occur within a month.

Mrs. Sarah Huskinson has indicated that she has reached out several times to IHA staff but has only received non-committal responses.

The Township is hopeful that within the next few months there should be progress at this site. IHA will be invited to come to the Committee once the project starts to move forward visibly.

**ii. Housing Enabling Water Systems Fund**

This a small \$200,000,000 fund from the Province available to municipalities for water system improvements. Staff will be proposing smaller upgrades (pipes and pumps) for Industrial Blvd in Alexandria which would be subsidized in part through this fund with the remaining by the developer, with no cost to the Township.

Due to the limited amount of funding, the project needs to be relatively small, shovel ready and already have identified the number of units to be built. The Federal Government is being pressured to add to this new fund.

**iii. Maxville engineering designs**

Engineering designs are moving forward for Maxville.

**e. Delegations at Good Roads Conference – April 21-24, 2024**

- Due on March 8, 2024
- Two delegations for VQA with OMAFA and the Ministry of Finance.
- Duncan Ferguson – Rural Affairs Committee is looking for a delegation regarding drainage and beavers which will probably go to AMO instead.

**f. Delegations at Roma**

- Minister of Infrastructure – Requests were made for more funds for water and waste-water projects. Just for Maxville & Alexandria, the Township needs a minimum of \$36,000,000 to move those projects forward.
- Ministry of Finance – OMPF is based on population, assets, etc., and North Glengarry receives one of the highest percentages in SDG. There was an ask for a firmer outlook on the amount of funding to be received over the next years. Assessment with MPAC was brought up during the discussion. Assessment has been frozen since 2016. One concern is around the Tax Reform and Tax Capping which might be a possibility when MPAC actually performs the reassessment. Requests for reconsiderations could severely impact municipalities. Owners are required to pay their taxes but may have amounts returned back once a ruling has been made.

**g. HGMH**

Rob Aldred-Hughes will be coming to the Committee in the future and may participate in a delegation to AMO. During an online meeting with HGMH they announced that they have recruited new nurses and have not had a shutdown of the Emergency Room since October. Their Employee Satisfaction Survey reported that 95% of people were very satisfied with their work conditions and environment.

**h. Chambers of Commerce**

Joint meeting between Maxville & Alexandria in January. Alexandria is not active and Maxville is winding down. They were open to a merger but nothing has moved since. Former members of the Alexandria Chamber were looking for an update. Maybe a survey to the business community to continue to support the possible merger. The Maxville Chamber will have their next meeting in March. Staff will keep reaching out to the groups for updates.

**PENDING BUSINESS**

None

**9) CORRESPONDENCE/INFORMATION ITEMS**

None

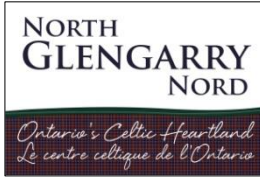
**10) NEXT MEETING** – March 27, 2023, at 3 pm in the Council Chambers at the Township Office.

**11) ADJOURNMENT**

The meeting was adjourned at 4:01 pm by Mr. Michael Madden.

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**Jamie MacDonald**  
**Chair**



**Arts, Culture and Heritage Committee  
MINUTES**

**Monday, March 4, 2024 at 1:00 pm**

In-Person in the Council Chambers at the Township Main Office  
3720 County Road 34, R.R.2, Alexandria ON K0C 1A0

**PRESENT:** Jeff Manley, Chair  
Laura Eustace-Lormier, Member at Large  
Nicole Nadeau, Member at Large  
Sharon McRae, Member at Large  
Elizabeth Caddell, Member at Large  
Anne Leduc, Director of Community Services//Recording Secretary

**REGRETS:** Carma Williams, Deputy Mayor  
Deirdre Hill, Member at Large  
Sarah Huskinson, Chief Administrative Officer

**1) CALL TO ORDER**

The meeting was called to order at 1:04 pm by the Chair.

**2) DECLARATIONS OF PECUNIARY INTEREST**

None.

**3) ADDITIONS, DELETIONS OR AMENDMENTS**

8d) Community Grants Application for Dutch Kings Day.

**4) ADOPTION OF THE AGENDA**

**Moved by: Sharon McRae**

**Seconded by: Nicole Nadeau**

That the agenda for the Arts, Culture and Heritage Meeting of March 4, 2024 be adopted as amended.

**Carried.**

**5) ADOPTION OF PREVIOUS MINUTES**

**Moved by: Laura Eustache-Lormier**

**Seconded by: Nicole Nadeau**

That the minutes for the Arts, Culture and Heritage Meeting of February 5, 2024 be adopted as presented.

**Carried.**

**6) BUSINESS ARISING FROM THE MINUTES**

None

## 7) DELEGATIONS

Peter Young - Director of Planning and Economic Development Services and Lindsay Parisien - Senior Planner from SDG Counties met with the Committee members to discuss the impact that Bill 23 and the changes to the *Ontario Heritage Act*, R.S.O. 1990, c. O.18.

Lindsay spoke to the designation process and demonstrated how this could be achieved in North Glengarry and creates samples of a Notice of intent to designate and designation document.

Four properties from the ones identified by the Committee have more extensive research so ideally a phased process could start with these four properties. Once the notice of Intent there are 30 days for the public to comment and then 120 to get bylaw in place.

### Next Steps

March 11, 2024 – Council Meeting – presentation by Lindsay with an update on the impacts of the changes under Bill 23 and The Heritage Act.

April 2, 2024 – ACH Meeting – Review of Notice of Intent to Designate by ACHC members.

April 8, 2024 – Council Meeting – Proposed Notice of Intent and request for approval to move forward with the designations.

Following weeks:

- Meetings with property owners accompanied by Lindsay
- Publishing the information in The Review either electronically or in the paper.

## 8) AGENDA ITEMS

- a. Review of CIP – Phase III section – A staff report was prepared with background information on the impact of the changes to Phase III which uses the Municipal Heritage Register as a vehicle to qualify properties of historic importance.

Lindsay spoke to Option 4 to encourage designation.

- Could amend Phase III to allow up to a max. of 50% (of eligible project costs) CIP program funding towards properties that are included on the non-designated listing and require the property owner to submit or provide a proposal on how they intend to become designated by a given deadline.

Note: Eligibility for designation by municipalities via municipal by-law requires that the property meets two or more of the prescribed OHA criteria. Therefore, if the property qualifies for designation and the owner actively proceeds with the designation process, the remaining eligible funding \$ amount could be granted.

For example, façade improvement of non-designated property = \$10,000 total project costs

- \$5,000 (50% of total project costs) to be paid for by owner
- Up to \$5,000 eligible costs (50% of total project costs) could be funded by CIP grant program.

- If property is non-designated, a max of \$2,500 may be granted, but owner must demonstrate intent to designate and undergo process.
  - If the property becomes a designated heritage site, the remaining \$2,500 could be granted/applied for; therefore, matching full 50% of total eligible costs.
  - However, if it's determined that the property is ineligible to become designated (e.g. does not meet at least 2 prescribed criteria), then a Letter of Undertaking/Understanding outlining the property owner's commitment to maintain the property and its significant feature could be prepared and signed by the benefitting property owner receiving CIP funding.
  - This option could provide better transparency and inform any future landowners of a previous owner's commitment and hopefully a continuation of maintaining the property's heritage value or this level of commitment could be included as a condition in a CIP agreement which can also be registered on title.
- Option 4 allows non-designated property owners to access some funding to help offset costs associated with maintaining the significant feature of a building or property which can be more costly than standard design practices or construction materials to meet OBC code requirements.
  - Could be viewed as added incentive to maintain unique character/feature if the owner is willing to invest.
  - Possibly prevent overall neglect and possibility of the complete loss of heritage value through demolition and redevelopment of the site.

Another option would be to increase the funding to 75% for properties that go through the designation process. The Committee mandated staff to bring back a proposal to modify the CIP.

b. Designation Project Workplan for 2024 with SDG Counties

The Committee agreed with the plan as outlined by Lindsay.

c. Economic Development Update

The Township is moving forward with the hiring process for the Economic Development Officer.

d. Community Grant application for Dutch King's Day on April 26, 2024.

**Moved by: Sharon McRae**

**Seconded by: Laura Eustace-Lormier**

That the Community Grant for \$2,000 for the Dutch King's Day be recommended to Council for approval.

**Carried.**

**9) PENDING BUSINESS**

None

**10) CORRESPONDENCE/INFORMATION ITEMS**

Community Heritage Ontario is available for viewing.

**11) NEXT MEETING**

The next meeting will be held Tuesday, April 2, 2024, at 1:00 pm in the Council Chambers at the Township Main Office.

**12) ADJOURNMENT**

The meeting was adjourned at 1:58 pm by Laura Eustace-Lormier.

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**Jeff Manley**







**MEMORANDUM**

**To:** Township of North Glengarry Council, CAO, and Clerk  
**From:** Lisa Van De Ligt, Team Lead, Communications and Stewardship  
**Date:** April 25, 2024  
**Subject:** RRCA Board of Directors meeting highlights (April 18, 2024)

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The Raisin Region Conservation Authority (RRCA) Board of Directors consists of eight representatives from the RRCA's five member municipalities: City of Cornwall and Townships of North Glengarry, South Glengarry, South Stormont, and North Stormont.

Following every Board meeting, councils, CAOs and clerks of the RRCA's five member municipalities are sent meeting highlights and the date of the next meeting. The RRCA Board meets monthly (except for July, August, and December, unless a special meeting is called).

**April 18, 2024 RRCA Board of Directors Meeting Highlights:**

- Approved minutes from the March 21, 2024 meeting can be found at <http://www.rrca.on.ca/governance>.
- Board held a Source Protection Authority meeting where the Board reviewed and approved the 2023 drinking water source protection progress and risk management reports.
- Board approved the 2023 RRCA Financial Statements.
- Board approved the 2023 RRCA Annual Report, which will be circulated to RRCA's member municipalities and other partners.
- Board received an update on the RRCA's 51<sup>st</sup> Raisin River Canoe Race, which hosted 388 paddlers on April 13.

**Next RRCA Board meeting date: May 16, 2024**

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

**BY-LAW 25-2024  
FOR THE YEAR 2024**

**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 April 29<sup>th</sup> 2024, 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 29<sup>th</sup> day of April 2024.

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

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

I, hereby certify that the forgoing is a true copy of By-Law No. 25-2024, duly adopted by the Council of the Township of North Glengarry on the 29<sup>th</sup> day of April 2024.

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

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