THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

Monday March 23, 2020 at 7:00 p.m. – Council Chambers 102 Derby Street West, Alexandria, Ontario K0C 1A0

Draft Agenda

THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

- 1. CALL TO ORDER
- 2. DECLARATIONS OF PECUNIARY INTEREST
- 3. ACCEPT THE AGENDA (Additions/Deletions) (Jacques)
- 4. ADOPTION OF PREVIOUS MINUTES (Carma)
 - a) Special Meeting of Council March 9, 2020
 - b) Regular Meeting of Council March 9, 2020
 - c) Special Meeting of Council March 15, 2020
- 5. **DELEGATION(S)**
- 6. **STAFF REPORTS**
 - CAO/Clerk's Department a) By-law 13-2020 - Council Vacancy (Brenda)

Planning/Building & By-law Enforcement Department b) By-law 12-2020 – Site Plan Agreement with Ron Théoret (Jeff)

- 7. UNFINISHED BUSINESS
- 8. CONSENT AGENDA
- 9. NEW BUSINESS
- NOTICE OF MOTION
 Next Regular Public Meeting of Council Tuesday April 14, 2020 at 7:00 p.m. at the Centre Sandfield Centre, 102 Derby Street West, Alexandria, Ontario.

 Note: Meeting are subject to change or cancellation.
- 11. **QUESTION PERIOD** (limit of one question per person and subsequent question will be at the discretion of the Mayor/Chair).
- 12. CLOSED SESSION BUSINESS
- 13. CONFIRMING BY-LAW
 - a) By-law No. 14-2020 (Johanne)
- 14. ADJOURN (Brenda)

CALL TO ORDER

DECLARATIONS OF PECUNIARY

INTEREST

ACCEPT THE AGENDA

CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

RESOLUTION # _____

DATE: March 23, 2020

MOVED BY: _____

SECONDED BY: _____

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday March 23, 2020.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

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

Section 3

ADOPTION OF

PREVIOUS MINUTES

CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

RESOLUTION # _____

DATE: March 23, 2020

MOVED BY: _____

SECONDED BY:

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

Special Meeting of Council – March 9, 2020 Regular Meeting of Council – March 9, 2020 Special Meeting of Council – March 15, 2020

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

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

Section 4

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

SPECIAL MEETING OF COUNCIL

Monday March 9, 2020 at 4:30 p.m. – Gary Shepherd's Hall 102 Derby St West, Alexandria, On K0C 1A0

A Special meeting of the Municipal Council was held on March 9, 2020 at 4:30 p.m., with Mayor Jamie MacDonald presiding.

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

ALSO, PRESENT: CAO/Clerk - Sarah Huskinson Director of Building Planning and By-law – Jacob Rhéaume Planner – Kasia Olszewska

REGRETS: Councillor (Alexandria Ward) - Michel Depratto

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

Resolution No. 1

Moved by: Carma Williams Seconded by: Johanne Wensink

That the Council of the Township of North Glengarry accepts the agenda of the Special Meeting of Council on Monday March 9, 2020.

Carried

- 4. ADOPTION OF PREVIOUS MINUTES
- 5. DELEGATIONS
- 6. STAFF REPORTS
- 7. UNFINISHED BUSINESS
- 8. CONSENT AGENDA
- 9. NEW BUSINESS
- 10. NOTICE OF MOTION Next Meeting of Council, Monday March 23, 2020
- 11. QUESTION PERIOD

12. CLOSED SESSION BUSINESS

Resolution No. 2

Moved by: Jeff Manley

Proceed "In Closed Session",

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

		Carried	
Reso	lution No. 3		
Move	ed by: Brenda Noble	Seconded by:	Jeff Manley
That	we return to the Special Meeting of Council at 6	:20 p.m.	
		Carried	
13.	CONFIRMING BY-LAW		
14.	ADJOURN		
Reso	lution No. 4		

Resolution No. 4

Moved by: Johanne Wensink

There being no further business to discuss, the meeting was adjourned at 6:20 p.m.

Carried

Seconded by: Carma Williams

Seconded by: Brenda Noble

CAO/Clerk/ Deputy Clerk

Mayor / Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

REGULAR MEETING OF COUNCIL

Monday March 9, 2020 at 7:00 p.m. – Council Chambers 102 Derby Street West, Alexandria, On K0C 1A0

A Regular meeting of the Municipal Council was held on March 9, 2020 at 7:00 p.m., with Mayor Jamie MacDonald presiding.

- PRESENT: Deputy Mayor Carma Williams Councillor at Large – Jacques Massie Councillor (Lochiel Ward) – Brenda Noble Councillor (Kenyon Ward) – Jeff Manley Councillor (Maxville Ward) – Johanne Wensink
- ALSO, PRESENT: CAO/Clerk Sarah Huskinson Administrative Assistant – Jena Doonan Director of Community Services – Anne Leduc Director of Finance – Kimberley Goyette Director of Building Planning and By-law – Jacob Rhéaume Planner – Kasia Olszewska

REGRETS: Councillor (Alexandria Ward) – Michel Depratto

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

Resolution No. 1

Moved by: Jacques Massie

Seconded by: Jeff Manley

That the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday March 9, 2020 as amended.

Carried

Deletions from the Agenda

6a) Municipal Support for RRCA & Conservation Authorities12 Closed Session

4. ADOPTION OF PREVIOUS MINUTES

Resolution No. 2

Moved by: Carma Williams

Seconded by: Brenda Noble

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

Regular Meeting of Council – January 27, 2020 Committee of the Whole Meeting – February 19, 2020 Special Meeting of Council – February 19, 2020

Carried

5. DELEGATIONS

Constable Malcolm MacPherson provided relevant statistics to Council from the OPP detachment.

6. STAFF REPORTS

Clerk's Department

a) Municipal Support for RRCA & Conservation Authorities DELETED

Community Services Department

b) CIP Application – St Columbia Presbyterian Church

Resolution No. 3

Moved by: Brenda Noble

Seconded by: Carma Williams

THAT the Council of the Township of North Glengarry receives the Staff Report No. CS-2020-01; and

THAT Council approves the recommendation from the Arts, Culture and Heritage Committee for Community Improvement Plan Project at 20950 Laggan-Glenelg Road, in Dalkeith as submitted by the applicant Audrey Nixon Crawford and Gordon Howes, representing the Board of Directors of the St. Columba Presbyterian Church.

Program D – Public Art Grant, representing a matching grant of 50% of costs, up to a maximum of \$533.00 for the installation of exterior plaque.

Carried

c) By-law 09-2020 - terminate OMERS at the GSP

Resolution No. 4

Moved by: Jacques Massie Seconded by: Jeff Manley

THAT the Council of the Township of North Glengarry receives the Staff Report No. CS-2020-02; and

THAT Council accepts the recommendation to terminate the Palais des sports Glengarry Sports Palace's participation in the OMERS primary pension plan ("Primary Plan") and the retirement compensation arrangement that provides benefits for members and former members of the Primary Plan ("RCA"); and

THAT By-law 09-2020 be read a first, second, third time and enacted in Open Council this 9th day of March 2020.

Carried

d) Funding through Main Street Revitalization Initiative Program

Resolution No. 5

Moved by: Johanne Wensink Seconded by: Jeff Manley

THAT the Council for the Township of North Glengarry receives the Staff Report No. CS-2020-03; and

THAT Council approves the amount of \$12,273.32 in funding for the Main Street Revitalization Initiative Program to be applied to approved façade improvements for commercial buildings in designated CIP Areas; and

THAT Council approves the amount of \$9595.15 in funding for the Main Street Revitalization Initiative Program to be applied to the Main Street Banner project and the mural beautification projects in King George Park in Maxville and on 90 Main Street South (corner Gernish).

Carried

Treasury Department

e) By-law 10-2020 – Tax Rates

Resolution No. 6

Moved by: Carma Williams Seconded by: Brenda Noble

THAT the Council of the Township of North Glengarry receives Staff Report No.TR-2020-08; and

THAT the Council adopt By-Law 10-2020 being a by-law to adopt the tax rates for the year 2020; and

THAT By-law 10-2020 be read a first, second, third time and enacted in Open Council this 9th day of March 2020.

Carried

f) 2019 Statement of Remuneration and Expenses

Resolution No. 7

Moved by: Jacques Massie

Seconded by: Jeff Manley

That the Council of the Township of North Glengarry receives the 2019 Statement of Remuneration and Expenses for information purposes.

Carried

Planning/Bldg. & By-law Enforcement Department

g) By-law 06-2020 – Part Lot Control By-law

Resolution No. 8

Moved by: Brenda Noble Seconded by: Carma Williams

THAT the Council of the Township of North Glengarry receives Staff Report No. BP-2020-02; and

THAT Council adopt a by-law to remove Part of the East half of Lot 19, Concession 1 being Part 1 on Plan 14R-6025 and Part 1 on Plan 14R-4838 from Part Lot Control; and

THAT By-law 06-2020 be read a first, second, third time and enacted in Open Council this 9th day of March 2020.

Carried

h) By-law 07-2020 – General Housekeeping

Resolution No. 9

Moved by: Jeff Manley

Seconded by: Jacques Massie

THAT the Council of the Township of North Glengarry receives Staff Report No. BP-2020-03; and

THAT Zoning Amendment applications Z-14-2019, Z-16-2019 and Z-17-2019 be adopted through the General Housekeeping by-law 07-2020; and

THAT By-Law 07-2020 be read a first, second, third time and enacted in Open Council this 9th day of March 2020.

Carried

i) Animal Control Contractor – Dog Catcher

Resolution No. 10

Moved by: Brenda Noble

Seconded by: Carma Williams

THAT the Council of the Township of North Glengarry approve that the Animal Control – Dog Catcher role be brought in-house as of April 1, 2020 and the new process be adopted as per the report.

Carried

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

Letter in support of Bill 156 Community Services Dept. Workplan Update Planning/Bldg. & By-law Enforcement Dept. Workplan Update Waterworks Annual Summary Treasury's Dept. Workplan Update Fire Department Workplan update Public Meeting Minutes of Sept 9, 2019 The Committee of Adjustment Minutes of November 12, 2019 Planning Committee Minutes of November 12, 2019

Resolution No. 11

Moved by: Johanne Wensink Seconded by: Jeff Manley

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

Carried

9. NEW BUSINESS

- 10. NOTICE OF MOTION Next Meeting of Council, Monday March 23, 2020
- 11. QUESTION PERIOD

12. CLOSED SESSION BUSINESS

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

And adopt the minutes of the Municipal Council Closed Session meeting of January 13, 2020. **DELETED**

13. CONFIRMING BY-LAW

a) By-law 11-2020

Resolution No. 12

Moved by: Carma Williams

Seconded by: Brenda Noble

That the Council of the Township of North Glengarry receive By-law 11-2020; and

That Council adopt by-law 11-2020 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 11-2020 be read a first, second, third time and enacted in Open Council this 9th day of March 2020.

Carried

14. ADJOURN

Resolution No. 13

Moved by: Johanne Wensink

Seconded by: Jeff Manley

There being no further business to discuss, the meeting was adjourned at 7:28 p.m.

Carried

CAO/Clerk/ Deputy Clerk

Mayor / Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

SPECIAL MEETING OF COUNCIL

Sunday March 15, 2020 at 10:00 a.m. – Council Chambers 102 Derby St West, Alexandria, On K0C 1A0

A Special meeting of the Municipal Council was held on March 15, 2020 at 10:00 a.m., with Mayor Jamie MacDonald presiding.

PRESENT: Deputy Mayor – Carma Williams Councillor at Large – Jacques Massie Councillor (Lochiel Ward) – Brenda Noble Councillor (Kenyon Ward) – Jeff Manley

ALSO, PRESENT: CAO/Clerk - Sarah Huskinson

REGRETS: Councillor (Maxville Ward) - Johanne Wensink

1. CALL TO ORDER

2. DECLARATIONS OF PECUNIARY INTEREST

3. ACCEPT THE AGENDA (Additions/Deletions)

Resolution No. 1

Moved by: Jacques Massie Seconded by: Jeff Manley

That the Council of the Township of North Glengarry accepts the agenda of the Special Meeting of Council on Sunday March 15, 2020.

Carried

4. ADOPTION OF PREVIOUS MINUTES

5. DELEGATIONS

6. STAFF REPORTS

CAO/Clerk's Department

a) Verbal Update COVID-19

An update was provided by the Chief Administrative Officer, Fire Chief, Director of Recreation, Director of Public Works and Manager of Water and Wastewater on risk mitigation to do with the COVID-19 virus.

- 7. UNFINISHED BUSINESS
- 8. CONSENT AGENDA
- 9. NEW BUSINESS
- **10.** NOTICE OF MOTION Next Meeting of Council, Monday March 23, 2020
- 11. QUESTION PERIOD

- 12. CLOSED SESSION BUSINESS
- 13. CONFIRMING BY-LAW
- 14. ADJOURN

Resolution No. 4

Moved by: Brenda Noble

Seconded by: Carma Williams

There being no further business to discuss, the meeting was adjourned at 19:59 a.m.

Carried

CAO/Clerk/ Deputy Clerk

Mayor / Deputy Mayor

DELEGATIONS

STAFF REPORTS

CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

RESOLUTION # _____

DATE: March 23, 2020

MOVED BY: _____

SECONDED BY:

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2020-03;

And THAT Council declare the office of the Ward 3 Councillor vacant;

And THAT a by-election be held to fill the vacancy for the office of Councillor representing Ward 3 in the Township of North Glengarry;

And THAT the by-election be administered via in-person voting only;

And THAT Voting Day be Thursday, June 25, 2020;

And THAT Council adopt by-law 13-2020, being a by-law to require a by-election to fill the vacancy for the office of Township Councillor representing Ward 3;

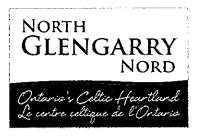
AND THAT by-law 13-2020 be read a first, second and third time and enacted in Open Council this 23rd day of March 2020.

Carried	Defeated	Deferred

MAYOR / DEPUTY MAYOR

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

Section 6 Item a



STAFF REPORT TO COUNCIL

Report No: AD-2020-03

March 23, 2020

From: Sarah Huskinson – Chief Administrative Officer/ Clerk

RE: Council Vacancy

Recommended Motion:

Motion #1:

THAT the Council of the Township of North Glengarry receives Staff Report No. AD-2020-03;

And THAT Council declare the office of the Ward 3 Councillor vacant;

And THAT a by-election be held to fill the vacancy for the office of Councillor representing Ward 3 in the Township of North Glengarry;

And THAT the by-election be administered via in-person voting only;

And THAT Voting Day be Thursday, June 25, 2020;

And THAT Council adopt by-law 13-2020, being a by-law to require a by-election to fill the vacancy for the office of Township Councillor representing Ward 3;

AND THAT by-law 13-2020 be read a first, second and third time and enacted in Open Council this 23rd day of March, 2020.

Background / Analysis:

Vacancies on a municipal Council are addressed in Sections 256-263 of the Municipal Act which stipulates that if the office of a member of municipal Council becomes vacant as a result of death, the municipality must pass a resolution to declare the seat to be vacant at one of its next two meetings. As a result of the passing of Councillor Michel Depratto on March 14, 2020 a resolution to declare his seat vacant is necessary at this time.

There are different options for the replacement of a vacant Council seat. A by-election may be held or Council may choose to appoint someone based on a variety of criteria. Staff are recommending a by-election be held.

As per the Municipal Elections Act (MEA), the Clerk shall fix the date of Nomination Day to be a date no more than 60 days after the death of a Councillor. As such, Nomination Day will be set as May 11, 2020. Nominations will be accepted by eligible candidates up to 2pm on Nomination Day.

As per the MEA, Voting day for a by-election for an office must be 45 days after Nomination Day. As such, Voting Day will be set for Thursday, June 25, 2020. Staff are recommending paper ballots with one location, at the Sandfield Centre in Alexandria. Three advance polls would also be set up. The polls will be manned by Staff.

Staff will begin to prepare a workplan for the by-election. MPAC has been contacted to begin to prepare the voters list. A by-election policy, Accessibility Plan and also a guide for candidates and voters will need to be prepared.

Alternatives:

None.

Financial Implications:

The election reserve has sufficient funds to pay for the by-election costs.

Attachments & Relevant Legislation:

By-law 13-2020 By-Election

Others Consulted:

None.

Signed by Sarah Huskinson Chief Administrative Officer/ Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NO. 13-2020

BEING a by-law to require a by-election to fill the vacancy for the office of Township Councillor representing Ward 3.

WHEREAS Section 259 of the Municipal Act, 2001, S.O. 2001, c.25, as amended establishes that the office of a member of Council of a municipality becomes vacant upon the death of a member;

AND WHEREAS Section 262 (1) of the Municipal Act S.O. 2001, states that if the office of a member of Council becomes vacant upon the death of a member, the Council shall declare the office to be vacant at one of its next two meetings;

AND WHEREAS in accordance with Section 262 (1) of the Act, the Council of the Township of North Glengarry declares the office of Ward 3 Councillor to be vacant on March 14, 2020;

AND WHEREAS Section 263 of the Municipal Act S.O. 2001, establishes that where the vacancy occurs in the office of a member of Council of a municipality, the Council may pass a by-law to require that a by-election be held to fill the vacancy in the office of Councillor Ward 3;

NOW THEREFORE BE IT RESOLVED THAT the Township of North Glengarry enacts as follows:

- **1. THAT** a by-election be held to fill the vacancy for the office of Councillor representing Ward 3 in the Township of North Glengarry.
- 2. THAT said by-election be conducted in accordance with Section 65 of the Municipal Elections Act, R.S.O. 1996.
- 3. THAT the by-election be administered via in-person voting only;
- 4. THAT Voting Day be Thursday, June 25, 2020.

READ a first, second, third time and enacted in Open council this 23rd day of March, 2020

Clerk/Deputy Clerk

Mayor

I hereby certify this to be a true copy of By-law 13-2020, and that such by-law is in full force and effect.

Date Certified

Clerk/Deputy Clerk

CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

RESOLUTION # ____

DATE: March 23, 2020

MOVED BY: _____

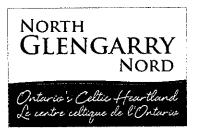
SECONDED BY:

THAT the Council of the Township of North Glengarry receives the Staff Report No. BP-2020-08; and

THAT Council of the Township of North Glengarry adopt the Site Plan Control Agreement By-law with Ronald Theoret and that By-law 12-2020 be read a first, second, third time and enacted in Open Council this 23rd day of March 2020.

Carried	Defeated	Deferred	l
	MAYOR		AYOR
		YEA	NEA
Deputy Mayor: Carma Williams			
Councillor: Jacques Massie Councillor: Brenda Noble			
Councillor: Jeff Manley			
Councillor: Johanne Wensink			
Mayor: Jamie MacDonald			

Section 6 Item b



SITE PLAN DEVOLOPMENT AGREEMENT -RONALD THEORET (EAST BOUNDARY ROAD)

Report No: BP-2020-08

March 23, 2020

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

RE: Site Plan Agreement By-law No. 12-2020

Applicant/Owner: Ronald Theoret Property Location: East Boundary Road Legal Description: Con 1 Pt Lot 36; RP-14R5045 Part 1 (formerly Lochiel Township) Roll No.: 0111 016 002 88000 (PIN 67147-0135) Official Plan designation: Urban Settlement Area – Residential District Zoning: Residential – R4 (ZBA No. Z-09-2019)

Recommended Motion:

THAT the Council of the Township of North Glengarry adopt Site Plan Control Agreement Bylaw No. 12-2020.

Background / Analysis: Ronald Theoret applied for a Site Plan Control Agreement on a property located on Con 1 Pt Lot 36; RP-14R5045 Part 1 (formerly Lochiel Township) to permit the development of two 2-storey rental apartment buildings with eight units in each building; similar to the existing development at 73 and 75 Kenyon Street East, Alexandria. The exterior of the building will be the same and some minor changes on the interior layout are to be done to accommodate the maximum septic capacity permitted on the property as per Ontario Building Code.

The subject property has frontage on East Boundary Road, in Alexandria near the St-James Street intersection. Access will be provided from East Boundary Road through a private driveway. Twenty parking spaces are proposed adjacent to the buildings which satisfies our Zoning By-law requirements for parking. The property is approximately 5.37 acres and is located inside the Urban Settlement Area of Alexandria. There is currently no other buildings or structures on the property.

The development will be connected to the municipal water services and will be privately serviced via two separate septic system leaching beds, at least until such time that municipal sanitary service capacity is increased in Alexandria.

SDG Official Plan allows municipalities to permit development on partial servicing, in this case, municipal water with private septic systems. The Public Works Department confirmed partial servicing on the lands is appropriate for the proposed development at this location.

The lands are an appropriate location for intensification since they are currently vacant and have frontage on a municipal road (East Boundary Road) within the Alexandria Urban Settlement Area. Furthermore, the proposed development will have a positive impact on the building stock in the Township of North Glengarry, by adding sixteen units to the rental market.

The 2 buildings are identical with each having 4 units on the main floor (2 being accessible as per Ontario Building Code) and 4 units on the second floor. There is no basement in the building. Each unit is approximately 1100 square feet each with 1 or 2 bedrooms. There are future considerations to build 2 more buildings on the same property, but municipal sanitary services will have to be accessible as the size and capacity of private systems would be over the maximum permitted by the Ontario Building, the Ministry of Environment would need to be involved at this point.

The driveway and parking lot are on private property; maintenance will be the sole responsibility of the owner. Snow clearing, parking lot lines painting, pavement, storm water runoff, etc. will not be the Township's responsibility but issues could be addressed with the Clean Yards By-law and the Property Standards By-law. Snow would be disposed on the property itself.

The owner will also be responsible for the process regarding garbage pickup collection. 73 and 75 Kenyon Street East currently bring all their bags at street curbside and are all being picked up there by the garbage pickup contractor hired by the Township but that created some minor issues with Clean Yards and traffic. The proposed process for this property would be to use the garbage bin to be the "pickup spot" for all garbage bags. The driveway and parking should accommodate for the garbage truck to drive in and access the garbage bin. The driveway is long, it will also be favorable for the tenants.

There is no exterior lighting proposed that would create nuisance to neighboring properties, here again should it become an issue, our Nuisance By-law could be used to address the situation. The only exterior lighting that is proposed is the exterior lighting at each exit door for each unit, required in the Ontario Building Code.

A Zoning Amendment was passed by Council in 2019 to rezone the property from R1-h (Residential First Density - "hold") Zone to R4 (Residential Fourth Density) Zone to permit the proposed development of two 2-storey rental apartment buildings (ZBA No. Z-09-2019).

Storm water management has been addressed through the site plan process by providing the required drainage infrastructure to accommodate the slightly increased stormwater flow. Mr. Theoret also owns the property to the South. An Engineering firm hired by Mr. Theoret is proposing to use that property to control the flow of storm water runoff created by the construction of the buildings and the infrastructure (parking lot). A private drainage ditch and infiltration retention pond will be constructed to avoid overflowing the municipal drain and to control the storm water runoff flow. The proposal was approved by Public Works.

The proposed development has been designed to recognize pertinent Municipal and Provincial guidelines along with site specific constraints and criteria. The proposed Site Plan conforms to the required regulations and is compatible with the adjacent residential and commercial uses.

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.

Attachments & Relevant Legislation:

- Site Plan Agreement By-law 12-2020
- Planning Committee Report from March 9, 2020
- Resolution of March 9, 2020
- Civil/site servicing/site plan/grading/drainage Drawings
- Architectural & Structural Drawings for 2 building

Others consulted:

- Kasia Olszewska, Planning Department
- Dean McDonald, Water Works Department
- Roch Lajoie, Roads Department
- Matthew Roy, Fire Department
- Todd McDonell, By-law Enforcement Department

Signed by Sarah Huskinson – CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

SCHEDULE "A" TO

BY-LAW # 12 - 2020

SITE PLAN CONTROL AGREEMENT

THIS AGREEMENT, made in triplicate, this 23rd day of March, 2020.

BETWEEN: The Corporation of the Township of North Glengarry (hereinafter called the "Township")

OF THE FIRST PART

AND:

<u>Ronald Theoret</u> (hereinafter called the "Owner")

OF THE SECOND PART

WHEREAS the Township of North Glengarry enacted Site Plan Control Provisions in By-law No. 12-2020 pursuant to the provisions of Section 41 of the Planning Act, R.S.O. 1990, c.P.13;

AND WHEREAS the Owner owns the lands described as Concession 1 Lot 36, RP;14R5045 PART 3 in Alexandria, now in the Township of North Glengarry, County of Glengarry.

AND WHEREAS the Owner has applied to the Township for approval of the Site Plan as received by the Planning Committee pursuant to the Site Plan Control Policy and the said Committee has approved the said Plans subject to the Owner entering into a Site Plan Control Agreement;

NOW THEREFORE IN CONSIDERATION OF THE MUTUAL COVENANTS CONTAINED HEREIN, THE PARTIES COVENANT AND AGREE AS FOLLOWS:

Conditions for Site Plan Control Agreement

- 1. This Agreement shall apply to the owner's land which is described above and in Schedule "A" and to the development and redevelopment of the said lands.
- 2. The owner covenants and agrees that no development or redevelopment will proceed on the said lands except in accordance with the Plans approved by the Township pursuant to Section 41 of the Planning Act R.S.O. 1990, c.P.13, and more particularly identified in Schedules "A" to "D" inclusive attached hereto.
- 3. The owner further agrees that the proposed buildings, structures and other works shown on the Plans which is identified as Schedules "A" to "D" inclusive shall be completed in conformity with the said Plans and shall do all acts to provide for the maintenance and use of the requirements set out in the said Agreement.
- 4. The owner further covenants and agrees, in addition to Conditions 2 and 3 or any other Sections of the Agreement and at its own costs:

(a) To complete the installation of all services, works and facilities as shown on Schedule "A" to "D" inclusive within the specified time.(b) To provide and maintain at all time such parking and loading facilities convenient to users and ensuring orderly and safe vehicular and pedestrian

movements as shown on Schedule "A" and further agrees that the said areas shall be surfaced with asphalt.

(c) To provide and construct all drainage to the satisfaction of the Township as shown on Schedules "B", "C" and "D".

(d) To construct an entrance (s) in the location as shown on Schedule "A" and to the satisfaction and according to the specifications of the Township.

(e) To provide such walls, fences, hedges, trees and/or shrubs and to landscape the said lands as shown on Schedule "A". The owner further agrees to maintain same to the satisfaction of the Township.

(f) To provide a garbage storage area and to screen same accordingly should it be determined it is required by the Township.

(g) To provide adequate on-site lighting for the safety of vehicular and pedestrian traffic without interfering with the enjoyment of adjacent properties or the traffic on the adjacent roads as shown on Schedule "A".

(h) The owner understands and agrees that all entrance improvements on the Township right-of-way may be carried out by an approved contractor provided the owner obtains prior written approval from the Township. All improvements to the entrance must conform to current Township standards and specifications. All works on the right-of-way must be inspected and certified by the owner's engineer.

(i) The owner understands and agrees that:

- (i) All required work on private property in respect to sanitary/private septic systems and stormwater sewers and municipal water supply must be carried out in accordance with Township specifications at the expense of the owner.
- Prior to commencing work, arrangements for the necessary approvals and servicing permits must be made with the Township's Public Works Department.
- (iii) The Township's Public Works Department will be advised prior to the issuance of any building permit, whether they intend to hire a registered professional engineer to design, inspect and certify the sewer and water installations for this development or the Township will be required to inspect and test the services, at the owner's cost. Municipal water will not be turned on until such time that the installations are approved by the Township through one of the above alternatives.
- (j) The owner further understands and agrees that all sewer and water materials installed on private and right-of-way properties must be specified and in compliance with current Township standards.
- 5. The owner covenants and agrees that all conditions as set out in Section 2, 3 and 4 and as shown on Schedules "A" to "D" inclusive, shall be completed within two years of the issuance of any building permit.
- 6. The owner further covenants and agrees that prior to receiving a building permit, they will deposit with the Township's Treasury Department an Irrevocable Letter of Credit from a Chartered Bank with drawing rights for not less than one (1) year from date of issue and in the amount of not less than fifty (50%) percent of the "Total X" of Schedule "D" attached, renewable on an annual basis if the subdivision or site has not obtained final acceptance this being the total of the

Consultant's approved estimate of quantities and prices, by item, for the construction of all underground facilities <u>plus</u> the estimated cost of site inspection associated with these works and the project administration by the Consultant, which approved estimate shall be dated not more than three (3) months prior to the date of the Letter of Credit. <u>Plus</u> the Township Administration Fee of two (2%) percent of the total estimated cost of constructing the facilities, <u>plus</u> the underground installation costs of utility companies. <u>Plus</u> the Township set fee as set out in the "User Fees and Charges By-law" for a Site Plan Control Agreement Application.

7. From time to time during the construction of underground facilities, the Consultant shall prepare a Progress Certificate indicating the total amount of work completed as of the date of the Progress Certificate by the Engineer, the Township Treasurer may reduce the balance of the Letter of Credit by the "Total Balance Due" (this being the difference between the "Total Work Performed to Date" and the "Total Paid to Date") less ten (10% percent of the "Total Work Performed to Date". At no time will the Letter of Credit be reduced to below the value of the "Total Y" of Schedule "D".

Upon satisfactory completion of the works and the issuing of the letter of preliminary acceptance of the facilities, the holdback will be reduced to five (5%) percent plus the value of uncompleted works (if any). The five (5%) percent holdback will be released upon expiry of the Guaranteed Maintenance Period.

- 8. All entrances, exits, fire routes, driveway, walkway, parking space, open space, garbage area and surroundings within the lands shall at all times, be kept clean and clear of snow or debris to the satisfaction of the Township, failing which the Township shall have the right to enter upon the said lands, undertake the clearing and removal of snow or debris on all entrances, exits, Fire Routes and recover from the owner all costs, through the deposited by the owner with the Township (prior to project completion) or by action or in like manner as municipal taxes (post project completion) as provided as taxes that are overdue and payable.
- 9. The owner will indemnify the Township and each of its officers, servants, and agents from all loss, damage, damages, costs, expenses, claims, demands, actions, suits or other proceedings of every nature and kind arising from or in consequence of the execution, non-execution or imperfect execution of any of the work hereinbefore mentioned or of the supply or non-supply of material therefore, whether such loss, damage, damages, costs, expenses, claims, demands, actions, suits or other proceedings arise by reason of negligence or without negligence on the part of the owner or its contractors, officers, servants or agents, or whether such loss, damage, damages, costs, expenses, claims, demands, actions, suits or other proceedings are occasioned to or made or brought against the Owner or its contractors, officers, servants, or agents.
- 10. The owner agrees to consent to the registration of this Agreement against the said lands by way of "Notice of Agreement" and understands that the said Agreement shall remain on title in perpetuity.
- 11. The owner understands and agrees that he shall be responsible for all fees incurred in the registration of this Agreement against the title to the said property, and for all registration fees incurred in the registration of any subsequent amendment or deletion of the Agreement from title and for any approvals or consents required to register the Agreement.
- 12. The owner shall arrange for and shall be responsible for all fees incurred in the registration of postponements of all debentures, charges, mortgages, or other similar documents registered prior to the registration of this Agreement.
- 13. The owner understands and agrees that any modifications to the site, additional structures, building additions and/or new buildings on the said lands shall require

an amendment to this Agreement, if deemed by the Township to be of a magnitude to warrant such an amendment.

- 14. The owner understands and agrees that he shall reimburse the Township all costs occasioned as a result of processing this application including but not limited to independent legal or consultant, engineering and planning advice necessary to the completion and the performance of covenants, more particularly identified in Schedules "A" to "D" inclusive attached hereto contained in this Application, and Local Planning Appeal Tribunal defense costs if an appeal of the decision is received.
- 15. The owner acknowledges and authorizes the release of personal information contained on this Application Form, knowing that the planning process is an open and public process. The owner also authorizes access to the site by Township officials for the purpose of site visit and proposal evaluation.

THIS AGREEMENT shall be binding upon the parties hereto and their respective successors and assigns.

IN WITNESS WHEREOF the parties hereto have hereunto placed their respective hands and seals to these presents.

SIGNED, SEALED AND DELIVERED In the presence of

(OWNER) Ronald Theoret

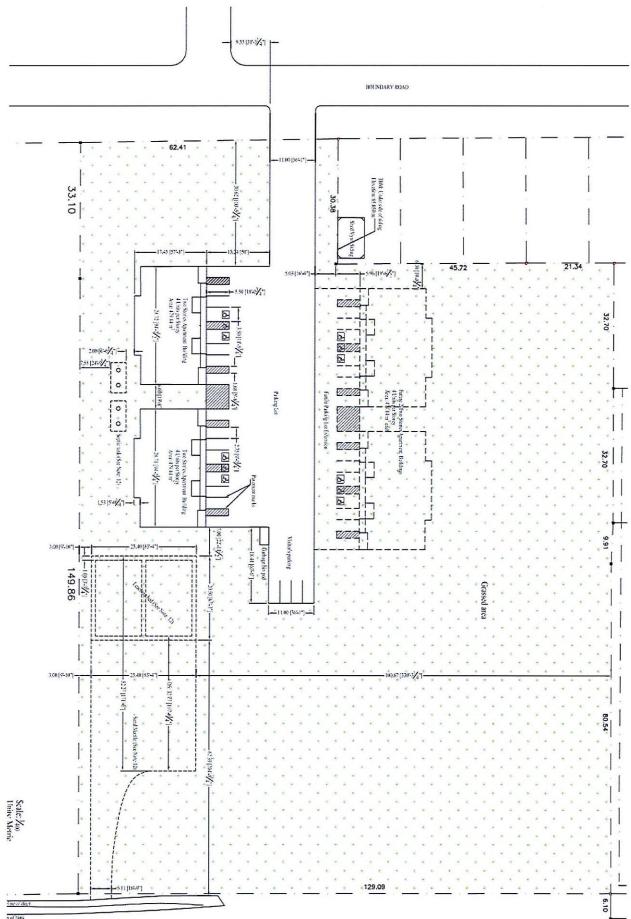
CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY)

Jamie MacDonald, Mayor

Sarah Huskinson, CAO

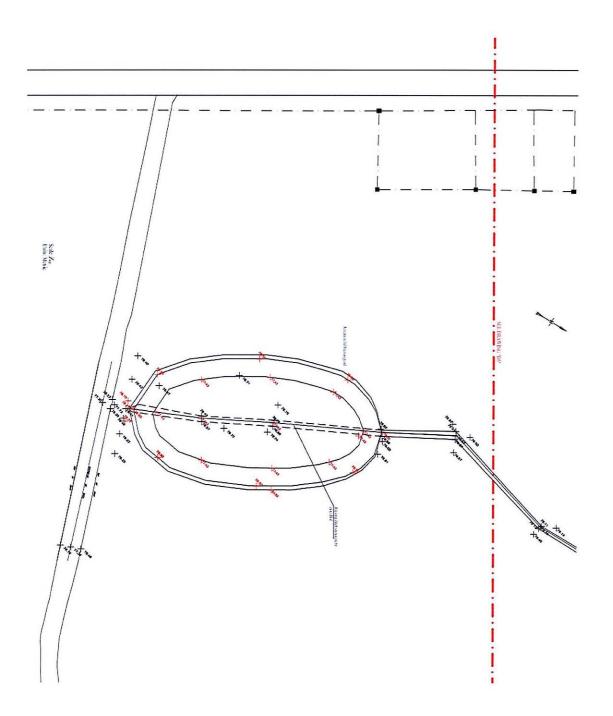
SCHEDULE "A"

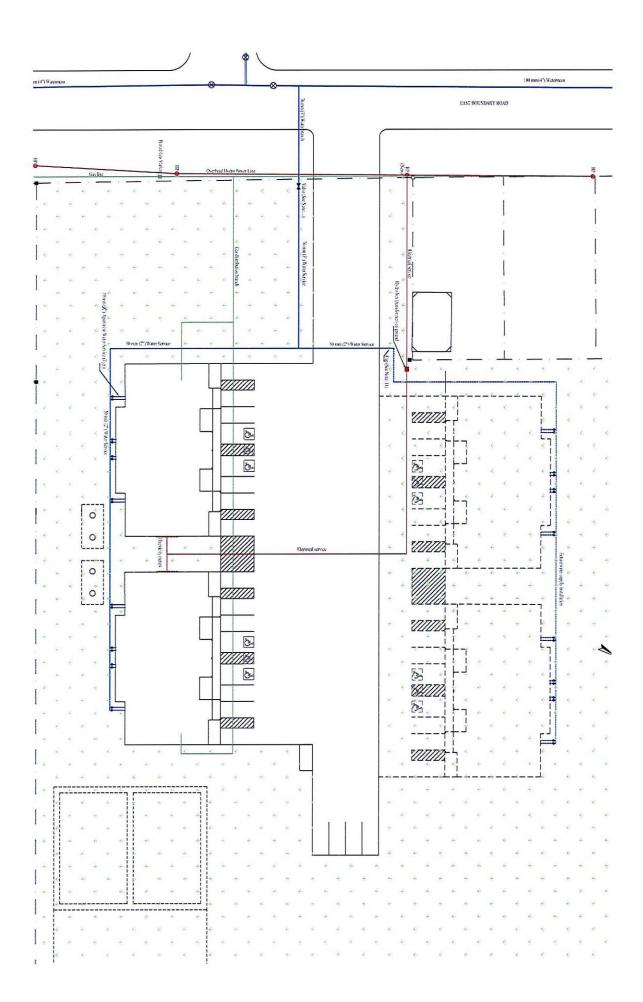
SITE PLAN



SCHEDULE "B"

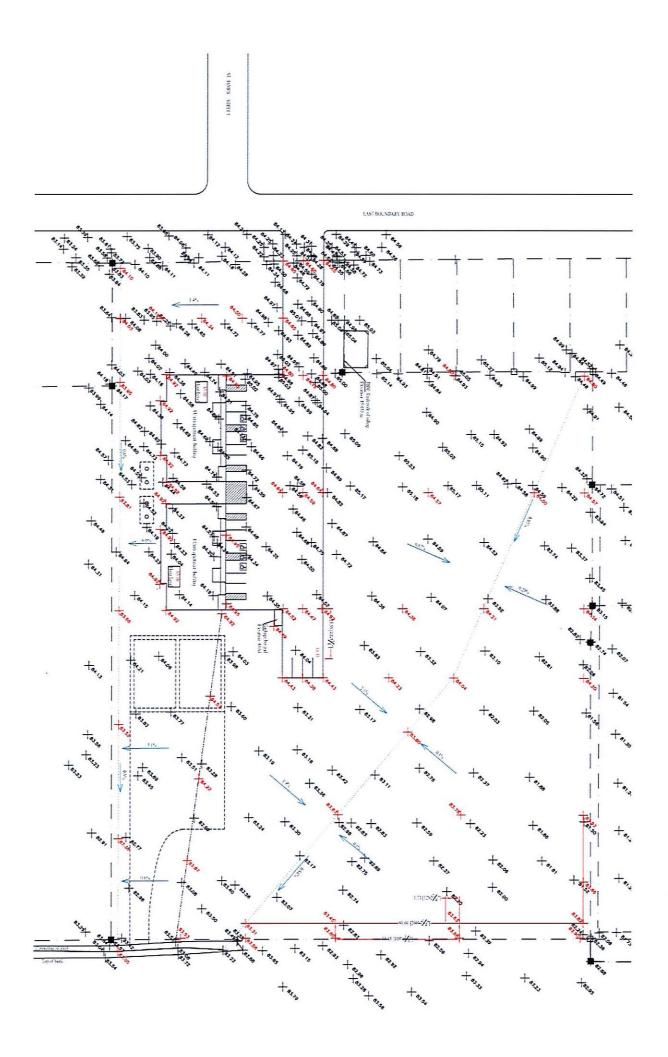
STORM WATER MANAGEMENT





SCHEDULE "C"

LOT GRADING



SCHEDULE "D"

SECURITIES/COST ESTIMATES

SECTION 1.0 SITE PREPARATION AND INFRASTRUCTURE			
· · · · · · · · · · · · · · · · · · ·		Buildings	Total
1.1 Site preparation, removal of top soil	960.00	2	1,920.00
1.2 Excavation of foundations	1,000.00	2	2,000.00
1.3 Back fill, 3" minus compacted gravel inside buildings	6,000.00	2	12,000.00
1.4 Excavation 3" minus parking lot	3,300.00	2	6,600.00
1.5 Main road 3" minus	7,500.00		7,500.00
1.6 Sewer tanks, sand, piping, excavation	50,000.00		50,00.00
1.7 Water services, piping	9,000.00		9,000.00
1.8 Paving	35,000.00		35,000.00
1.9 Landscaping, grass seeds	4,000.00		4,000.00
			128,020.00

SECTION 2.0 COST OF MATERIAL AND LABOUR			
		Buildings	Total
2.1 Footings and foundations floors	36,964.00	2	73,928.00
2.2 Framing (framing material, labour, windows, doors)	128,800	2	257,600.00
2.3 Plumbing (tubs, fixtures, labour)	27,554.50	2	55,109.00
2.4 Rented heating boiler	24,000.00	2	48,000.00
2.5 Electrical with fixtures	37,500.00	2	75,000.00
2.6 Insulation	17,000.00	2	34,000.00
2.7 Drywall (all fire rating)	35,174.40	2	70,348.80
2.8 Paint labour and paint	12,000.00	2	24,000.00
2.9 Kitchen cabinets	82,040.00	2	164,080.00
2.10 Interior finishing (door mouldings, railings, flooring, ceramic)	44,976.00	2	89,952.00
2.11 Deck	7,2333.33	2	14,466.67
2.12 Siding	14,410.00	2	28,820.00
2.13 Brick	34.153.00	2	68,306.00
			1,003,610.47

TOWNSHIP OF NORTH GLENGARRY STAFF REPORT PLANNING COMMITTEE MEETING

Date: March 9th, 2020

To: Planning Committee Members

From: Jacob Rheaume – Planning Department

Sarah Huskinson - CAO/Clerk

Re: Site Plan Development Agreement By-Law No. 12-2020

Owner: Ron Theoret

Property Location: East Boundary Rd., Alexandria (Formerly Lochiel Township)

Legal Description: CON 1 PT LOT 36; RP-14R5045 PART 1

Roll No.: 0111 016 002 88000 (PIN 67147-0135)

Official Plan designation: Urban Settlement Area - Residential District

Zoning designation: Residential Fourth Density (R4)

Purpose of application: To seek approval from the Planning Committee to bring a Site Plan Development Agreement to Council for further consideration and approval.

Discussion: Ronald Theoret applied for a Site Plan Control Agreement on a property located on Con 1 Pt Lot 36; RP-14R5045 Part 1 (formerly Lochiel Township) to permit the development of two 2-storey rental apartment buildings with eight units in each building; similar to the existing development at 73 and 75 Kenyon Street East, Alexandria. The exterior of the building will be the same and some minor changes on the interior layout are to be done to accommodate the maximum septic capacity permitted on the property as per Ontario Building Code.



The subject property has frontage on East Boundary Road, in Alexandria near the St-James Street intersection. Access will be provided from East Boundary Road through a private driveway. Twenty parking spaces are proposed adjacent to the buildings which satisfies our Zoning By-law requirements for parking.

The property is approximately 5.37 acres and is located inside the Urban Settlement Area of Alexandria. There is currently no other buildings or structures on the property.

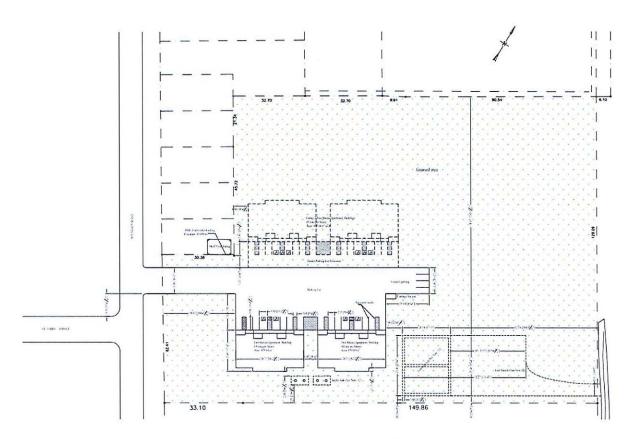


The development will be connected to the municipal water services and will be privately serviced via two separate septic system leaching beds, at least until such time that municipal sanitary service capacity is increased in Alexandria.

SDG Official Plan allows municipalities to permit development on partial servicing, in this case, municipal water with private septic systems. The Public Works Department confirmed partial servicing on the lands is appropriate for the proposed development at this location.

The lands are an appropriate location for intensification since they are currently vacant and have frontage on a municipal road (East Boundary Road) within the Alexandria Urban Settlement Area. Furthermore, the proposed development will have a positive impact on the building stock in the Township of North Glengarry, by adding sixteen units to the rental market.

The 2 buildings are identical with each having 4 units on the main floor (2 being accessible as per Ontario Building Code) and 4 units on the second floor. There is no basement in the building. Each unit is approximately 1100 square feet each with 1 or 2 bedrooms. There are future considerations to build 2 more buildings on the same property, but municipal sanitary services will have to be accessible as the size and capacity of private systems would be over the maximum permitted by the Ontario Building, the Ministry of Environment would need to be involved at this point.



The driveway and parking lot are on private property; maintenance will be the sole responsibility of the owner. Snow clearing, parking lot lines painting, pavement, storm water runoff, etc. will not be the Township's responsibility but issues could be addressed with the Clean Yards By-law and the Property Standards By-law. Snow would be disposed on the property itself.

The owner will also be responsible for the process regarding garbage pickup collection. 73 and 75 Kenyon Street East currently bring all their bags at street curbside and are all being picked up there by the garbage pickup contractor hired by the Township but that created some minor issues with Clean Yards and traffic. The proposed process for this property would be to use the garbage bin to be the "pickup spot" for all garbage bags. The driveway and parking should accommodate for the garbage truck to drive in and access the garbage bin. The driveway is long, it will also be favorable for the tenants.

There is no exterior lighting proposed that would create nuisance to neighboring properties, here again should it become an issue, our Nuisance By-law could be used to address the situation. The only exterior lighting that is proposed is the exterior lighting at each exit door for each unit, required in the Ontario Building Code.

A Zoning Amendment was passed by Council in 2019 to rezone the property from R1-h (Residential First Density - "hold") Zone to R4 (Residential Fourth Density) Zone to permit the proposed development of two 2-storey rental apartment buildings (ZBA No. Z-09-2019).

Storm water management has been addressed through the site plan process by providing the required drainage infrastructure to accommodate the slightly increased stormwater flow. Mr. Theoret also owns the property to the South. An Engineering firm hired by Mr. Theoret is

proposing to use that property to control the flow of storm water runoff created by the construction of the buildings and the infrastructure (parking lot). A private drainage ditch and infiltration retention pond will be constructed to avoid overflowing the municipal drain and to control the storm water runoff flow. The proposal was approved by Public Works.

The proposed development has been designed to recognize pertinent Municipal and Provincial guidelines along with site specific constraints and criteria. The proposed Site Plan conforms to the required regulations and is compatible with the adjacent residential and commercial uses.

Recommendation: It is the recommendation of the planning department that the Site Plan Development Agreement By-Law No. 12-2020 be forwarded to the Council of the Township of North Glengarry for further consideration and approval.

CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

 DATE: March 9th, 2020

That the Planning Committee recommend approval of a Site Plan Development Agreement (By-Law No. 12-2020) between the Township of North Glengarry and Ronald Theoret and that the application be forwarded to the Council of The Township of North Glengarry for further consideration and approval.

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

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

Section 4

UNFINISHED

BUSINESS

CONSENT AGENDA



NEW BUSINESS

NOTICE OF MOTION

QUESTION PERIOD

CLOSED SESSION

BUSINESS

CONFIRMING BY-LAW

ORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

RESOLUTION # _____

DATE: March 23, 2020

MOVED BY: _____

SECONDED BY:

That the Council of the Township of North Glengarry receive By-law 14-2020; and

That Council adopt by-law 14-2020 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 14-2020 be read a first, second, third time and enacted in Open Council this 23rd day of March 2020.

Carried Defeated Deferred

MAYOR / DEPUTY MAYOR

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

Section $\underline{13}$ Item \underline{a}

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW 14-2020 FOR THE YEAR 2020

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 March 23, 2020 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 23rd day of March 2020

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 14-2020, duly adopted by the Council of the Township of North Glengarry on the 23rd day of March 2020.

Date Certified

ADJOURN

CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

RESOLUTION # _____

DATE: March 23, 2020

MOVED BY: _____

SECONDED BY:

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

Carried

Defeated

Deferred

MAYOR / DEPUTY MAYOR

	YEA	NEA
Deputy Mayor: Carma Williams		
Councillor: Jacques Massie Councillor: Brenda Noble	<u></u>	
Councillor: Jeff Manley		
Councillor: Johanne Wensink Mayor: Jamie MacDonald		

Section 14