

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

AGENDA

Monday September 8, 2025, at 6 p.m.

Council Chambers

3720 County Road 34

Alexandria, Ontario K0C 1A0

THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

1. CALL TO ORDER

2. DECLARATION OF PECUNIARY INTEREST

3. ACCEPT THE AGENDA (Additions/Deletions)

4. ADOPTION OF PREVIOUS MINUTES

Regular Meeting of Council Minutes – Monday August 11, 2025

5. DELEGATIONS

- a. OPP Update – Inspector Marc Hemmerick

6. STAFF REPORTS

- a. Administrative Department

- i. AD 2025-07: Strategic Plan Update

- b. Community Services Department

- i. CS 2025-18: Designation Properties the Municipal Register

- ii. CS 2025-19: Emergency Purchase – Glengarry Sports Palace Chiller Failure

- c. Treasury Department

- i. TR d2025-14: Water Financial Plan

- ii. TR 2025-15: Budget Adjustments

- d. Building, Planning & By-law Department

- i. BP 2025-20: Zoning By-law Amendment No. Z-04-2025 Wilko Finger

7. UNFINISHED BUSINESS

8. CONSENT AGENDA

Committee of Adjustment Hearing Minutes – Monday May 26, 2025

Public Meeting of Planning Minutes – Monday May 26, 2025

9. NEW BUSINESS

10. NOTICE OF MOTION

Next Regular Meeting of Council

Monday September 29, 2025, at 6 p.m. in the Council Chambers, 3720
County Road 34, Alexandria, Ontario

Note: Meetings are subject to change and cancellation

11. QUESTION PERIOD

Questions are to be in relation to the items presented on this agenda. Limit of one question per person and subsequent questions will be at the discretion of the Mayor/Chair

12. CLOSED SESSION

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

And to approve the Municipal Closed Session Minutes of Monday June 23, 2025 and Wednesday July 23, 2025.

13. CONFIRMATION BY-LAW

a. By-law 29-2025

14. ADJOURNMENT

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

Minutes

Monday, Monday August 11, 2025, 6:00 p.m.

Council Chamber

3720 County Road 34

Alexandria, On. K0C 1A0

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

ALSO PRESENT: CAO/Clerk: Sarah Huskinson
Deputy Clerk: Jena Doonan
Treasurer & Director of Finance: Zoe Bougie
Director of Community Services: Stephanie MacRae
Director of Public Works: Timothy Wright
Director of Building, Planning & By-law: Jacob Rheaume

1. CALL TO ORDER

2. DECLARATIONS OF PECUNIARY INTEREST

None

3. ACCEPT THE AGENDA (Additions/Deletions)

Resolution No. 1

Moved by: Jeff Manley

Seconded by: Michael Madden

THAT the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on Monday August 11, 2025.

Carried

4. ADOPTION OF PREVIOUS MINUTES

Resolution No. 2

Moved by: Michael Madden

Seconded by: Gary Martin

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

- Regular Meeting of Council Minutes – Monday June 23, 2025

- Committee of the Whole Minutes – Wednesday July 23, 2025

- Special Meeting of Council – Wednesday July 23, 2025

Carried

5. DELEGATION(S)

None

6. STAFF REPORTS

a. Administrative Department

i. Council Code of Conduct

Resolution No. 3

MOVED BY: Gary Martin

SECONDED BY: Carma Williams

THAT the Council of the Township of North Glengarry receives Staff report AD-2024-05 Council Code of Conduct; and

THAT Council approves the attached policy.

AND THAT By-Law 25-2025 be read a first, second, and third time and enacted in Open Council this 11th day of August 2025.

Carried

b. Community Services Department

i. 2025 Ice Start-Up Dates

Resolution No. 4

MOVED BY: Carma Williams

SECONDED BY: Brian Caddell

THAT the Council of the Township of North Glengarry approves the start-up date at the Glengarry Sports Palace of September 10, 2025 and September 21, 2025 at the Maxville & District Sports Complex.

Carried

- ii. Enhancing Access to Spaces for Everyone Grant

Resolution No. 5

MOVED BY: Jeff Manley

SECONDED BY: Michael Madden

THAT the Council of Township of North Glengarry Council receives staff report CS-2025-15: EASE Grant Funding; and

THAT Council direct staff to apply for funding through the Enhancing Access to Spaces for Everyone Grant, in support of accessibility upgrades to the elevator at the Glengarry Sports Palace, for an amount not to exceed \$60,000.00.

Carried

- iii. Rural Ontario Development Program

Resolution No. 6

MOVED BY: Michael Madden

SECONDED BY: Gary Martin

THAT the Council of the Township of North Glengarry receives staff report CS-2025-16: Rural Ontario Development Program Funding; and

THAT Council directs staff to apply for funding through the Rural Ontario Development Program, specifically under the Economic Diversification, Competitiveness and Capacity Building Stream; and,

THAT the purpose of the application be to secure funding to hire a Project Coordinator to support the planning and implementation of strategic initiatives that align with the Township's economic development goals.

Carried

- iv. Green Municipal Funding for Tree Planting

Resolution No. 7

MOVED BY: Carma Williams

SECONDED BY: Brian Caddell

Whereas, the Township of North Glengarry is committed to the long-term sustainability of its tree canopy, recognizing the vital role trees play in enhancing environmental health, community well-being, and the Township's rural character.

Whereas, the Township of North Glengarry is undertaking a project to restore the tree canopy at Island Park.

Be it resolved that Council acknowledges that the Raisin Region Conservation Authority is applying for a funding opportunity from the Federation of Canadian Municipalities' Growing Canada's Community Canopies initiative for the Island Park Tree Restoration Project in partnership with the Township of North Glengarry.

Carried

c. Treasury Department

i. DR 2025-03: McRae Branch Abandonment

Resolution No. 8

MOVED BY: Brian Caddell

SECONDED BY: Gary Martin

THAT the Council of the Township of North Glengarry receives report DR-2025-03 MacGillivray-MacLeod, McRae Branch Abandonment; and

THAT Council proceed with the abandonment of the McRae Branch located upstream from Old Military Road;

AND THAT By-Law 24-2025 be read a first, second, and third time and enacted in Open Council this 11th day of August 2025.

Carried

ii. TR 2025-13: Q2 Variance Report

Resolution No. 9

MOVED BY: Jeff Manley

SECONDED BY: Michael Madden

THAT the Council of the Township of North Glengarry receives staff report TR-2025-13 Second Quarter Variance Report for information purposes only.

Carried

7. UNFINISHED BUSINESS

None

8. CONSENT AGENDA

Resolution No. 10

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 informational purposes only.

Carried

9. NEW BUSINESS

a. Producer Responsibilities of Blue boxes

Resolution No. 11

Moved By: Michael Madden

Second By: Jeff Manley

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 failure to include 'ineligible' sources under the Ontario Regulation 391/21: Blue Box program is in essence a provincial tax on ineligible sources; **AND WHEREAS** should a municipality continue to provide services to the 'ineligible' sources, the municipality will be required to oversee the collection, transportation, processing of the recycling, assuming 100% of the cost which amounts to yet another provincial municipal download;

NOW THEREFORE IT BE RESOLVED THAT the Municipality of Tweed Council 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 product 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 Todd McCarthy, Minister of the Environment, Conservation, and Parks, Mike Harris, Minister of Natural Resources and Forestry, Ric Bresse, Member of Provincial Parliament for Hastings-Lennox and Addington, Minister of Affairs and Housing, Rob Flack and all Ontario Municipalities.

Carried

b. Advocacy for Increased Income Support Thresholds for Canadian veterans

Resolution No. 12

MOVED BY: Brian Caddell

SECONDED BY: Carma Williams

WHEREAS the Township of North Glengarry recognizes the selfless service and enduring sacrifices made by Canadian Armed Forces veterans in the defence of our country and values; and

WHEREAS the current \$20,000 annual income threshold for Veterans Affairs Canada's income replacement benefit (IRB) program does not reflect the rising cost of living in Canada;

AND WHEREAS this outdated threshold may discourage veterans from seeking employment or reintegrating into their communities due to financial penalties;

AND WHEREAS all levels of government have a responsibility to support Canadian veterans and ensure they can live with dignity and financial security;

NOW THEREFORE BE IT RESOLVED that the Council of the Township of North Glengarry urges the government of Canada to increase the IRB eligibility threshold to no less than \$40,000 annually for single person households;

AND THAT Veterans Affairs Canada be requested to review and modernize all income support programs to reflect the current economic realities facing veterans.

AND THAT this resolution be sent to the right Honourable Mark Carney, Prime Minister of Canada; the Honourable Jill McKnight, Minister of Veteran’s Affairs; Eric Duncan, MP for Stormont–Dundas–Glengarry; all 444 municipalities in Ontario, and The association of municipalities of Ontario (AMO)

Carried

10. NOTICE OF MOTION

Next Regular Meeting of Council

September 8, 2025 at 6 pm. in the Council Chambers, 3720 County Road 34, Alexandria, Ontario

Note: Meetings are subject to change and cancellation

11. QUESTION PERIOD

12. CLOSED SESSION BUSINESS

13. CONFIRMING BY-LAW

Resolution No. 13

Moved by: Brian Caddell

Seconded by: Jeff Manley

THAT the Council of the Township of North Glengarry adopts by-law 26-2025 being a by-law to adopt, confirm and ratify matters dealt with by Resolution; and

THAT By-law 26-2025 be read a first, second, third time and enacted in Open Council this 11th day of August 2025.

Carried

14. ADJOURN

Resolution No. 14

Moved by: Gary Martin

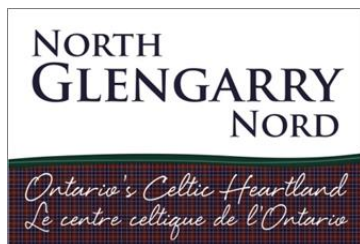
Seconded by: Michael Madden

THERE being no further business to discuss, the meeting was adjourned at 7:09 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor



STAFF REPORT TO COUNCIL

Report No: AD-2025-07

September 8, 2025

From: Sarah Huskinson, Chief Administrative Officer

RE: Strategic Plan Update

Recommended Motion:

THAT the Council receives Staff report AD-2025-07 Strategic Plan Update for information purposes only.

Background / Analysis:

The Strategic Plan was approved by Council in March of 2023, following the Municipal Election in October 2022. Council identified a vision statement for the municipality to “cultivate intentional and sustainable development in a collaborative, strategic and efficient manner to enhance the quality of life and increase opportunity for all who we serve”.

The Strategic Direction was set to “Grow, Foster, and Champion the Township of North Glengarry through Development, Sustainability, and Advocacy strategies built on a foundation of Human Resources, Information Technology, Financial Stability and Corporate Values”. The Strategic Initiatives (Grow, Foster, Champion) each had specific items which were assigned to departments. These items and their progress are outlined in the attached chart.

Alternatives:

None.

Financial Implications:

None.

Attachments & Relevant Legislation:

Strategic Plan 2023-2027

Others Consulted:

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk

Strategic Initiative: Grow			
Development Strategies			
Action Plan	Department(s)	Timeline	Progress/Comments
<i>Transportation & Infrastructure Action Plan</i> Development of a transportation plan including bridges, sidewalks, speed study, and a comprehensive road plan. Creation of linear infrastructure plan including water, storm, storm sewer	Public Works	Early 2026	Data has been gathered for bridges, sidewalks, roads and Non linear water and sewer infrastructure. Data gathering continues for burried infrastructure with the most complete data being those of water and sewer. Storm data gathering is substantially complete in the Town of Alexandria but continues in Maxville and Hamlets. Public works is currently amalgamating and overlaying this data that will result in a Transportation and Infrastructure action plan.
<i>Economic Development Action Plan</i> An evaluation and review of the current Economic Development Strategy together with the Commercial Gap Analysis and Development and Marketing Strategy with support from the Community Development Committee.	Community Services (Economic Development)	End of 2025	The Community Development Committee and Economic Development Officer continue to implement the current Development and Marketing Strategy. Due to staffing changes there was a delay in completion of the Economic Development Action Plan. A draft in progress.
Strategic Initiative: Foster			
Sustainability Strategies			
Action Plan	Department(s)	Timeline	Progress/Comments
<i>Parks and Recreation Action Plan</i> Community consultations and external stakeholder meetings on recreation requirements inventory of current recreation and park assets with revitalization and renovation plan. Review of recreation programming with possiblity for partnerships.	Community Services (Recreation)	End of 2025	Consultations, meetings and surveys are complete. Due to staffing changes, there has been a delay in the completion of the plan. A draft is forthcoming. Meanwhile, staff have developed an Ice Usage policy and successful partnerships continue to happen, such as with HGMH and the pool. As well, Council approved engineering for MSC, with the construction on hold pending a grant. Staff continue to maximize facility usage.
<i>Communications Action Plan</i> An update of the current Communications Plan originally drafted in May of 2020.	CAO (Communications Officer)	End of 2025	With changes in staffing came a new opportunity to create a Communications Officer role. This has expanded the prescence on social media as well as a website refresh. A monthly newsletter was restarted and Voyant Alert being used for emergency communications.

Strategic Initiative: Champion			
Advocacy Strategies			
Action Plan	Department(s)	Timeline	Progress/Comments
Regional Collaboration Action Plan Working together with the SDG region and beyond on joint purchasing, capital project coordination and resource sharing.	CAO (SMT)	Ongoing	The CAO's and other department heads continue to work with the Lower Tiers and County on joing projects. The County presented a report to Council on the many collaboration efforts.
Provincial Lobbying Action Plan Areas of focus include: infrastructure funding, retention of schools, housing, assessment base management, job creation, and business support.	CAO/ Council	Ongoing	Awarded the HEWSF grant for the Alexandria Lagoon project as a result of successful lobbying of the Ministry of Infrastructure at various conferences, with a video and "one pager". Continue to advocate for MPAC reassessments with the County, retention of schools with the Education Committee, rural issues and business advocacy such as VQA.
Foundation			
	Department(s)	Timeline	Progress/Comments
Human Resources Employee retention and recruitment plan, policy review, and succession planning.	CAO	Ongoing	Employee Code of Conduct to be approved mid-September. Personnel policy and Workplace Violence and Harassment Policy to be complete by end of year. Succession planning ongoing with various departments due to retirements.
Information Technology Business continuity plan with cyber security, network, hardware and software	CAO/IT	Ongoing	Member of the . Inventory of all hardware, software, and network complete. Business Continuity Plan in draft format.
Financial Stability Continual updates to the Asset Management Plan; debt and reserve policies.	Treasurer	Ongoing	Updated Asset Management Plan coming to Council end of September. Water Financial Plan mid-September. Reserve and debt management analysis to be complete for the 2026 budget.



STAFF REPORT TO COUNCIL

Report No: CS-2025-18

September 8, 2025

From: Stephanie MacRae – Director of Community Services

RE: Designation Process for Properties to the Municipal Register

Recommended Motion:

THAT Council receives Staff Report No. CS 2025-18; and,

THAT Council directs staff to proceed with the designation process to the Municipal Register for the following properties as recommended by the Arts, Culture and Heritage Committee:

- Commercial Property – “Alexandria Train Station” - 45 McDougald St. E, Alexandria, ON
- Commercial Property – “Glengarry County Archives” – 28 Kenyon St. E, Alexandria, ON

Background / Analysis:

In 2024, Council was informed that Bill 23 introduced changes to the *Ontario Heritage Act R.S.O. 1990, c. O. 18, s 27* (the “Act”) meant to prevent non-designated properties from languishing indefinitely on heritage registers. The amendments gave municipalities two years to either designate or remove properties from their heritage registers. Since that time, amendments were passed providing municipalities with additional time, until January 1, 2027, to either designate or remove properties from their registry.

Throughout 2025, the Arts, Culture and Heritage Committee (ACHC) has been meeting to discuss properties that could be captured as part of this process. As of the most recent meeting, held on July 7, 2025, two properties were identified as priorities for designation in 2025. Another five properties remain in progress, pending further information to be obtained prior to designation. Below is a list of the properties that the ACHC is prepared to designate, pending next steps of the designation process:

- Commercial Property – “Alexandria Train Station” - 45 McDougald St. E, Alexandria, ON
- Commercial Property – “Glengarry County Archives” – 28 Kenyon St. E, Alexandria, ON

Staff have prepared the designation documentation which includes the following for each property:

- The Heritage Listing
- The Notice of Intent to be delivered to the property owner

The ad sharing the information on the Notice of Intent which will be published in local newspapers and on the Township's website. Once the Notice of Intent is delivered to the property owner and the ad is published, the property owner has 30 days to object to having their property included on the registry.

Following this period:

- If no objection is received, staff will prepare a By-law to designate the heritage property to be approved by Council.
- The Township will then publish the notice of the By-law, giving the public an additional 30 days to object.
- The By-law comes into force once that period comes to an end, if no acceptable objection is received.

The Arts, Culture and Heritage Committee met on July 7, 2025, to review the designation documentation and recommends to Council to authorize staff to proceed with the designation process.

Alternatives:

Option 1 – Recommended – That Council directs staff to proceed with the designation process to the Municipal Register for the properties listed above as recommended by the Arts, Culture and Heritage Committee.

Or

Option 2 – Not recommended – That Council declines that staff proceeds with the designation process.

Financial Implications:

There are minimal costs associated with the designation process of properties on the Township's Municipal Register. Those costs would include fees for Ontario Land Registry documentation and advertising costs.

Attachments & Relevant Legislation:

Attached - Notice of Intent to designate ad

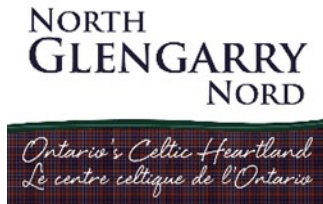
Attached - Request for Designation Forms for the following properties:

- Commercial Property – “Alexandria Train Station” - 45 McDougald St. E, Alexandria, ON
- Commercial Property – “Glengarry County Archives” – 28 Kenyon St. E, Alexandria, ON

Others consulted:

- Arts, Culture and Heritage Committee
- Ainsley Hunt – Economic Development Officer

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk



NOTICE OF INTENT TO DESIGNATE

CONCERNING NON-DESIGNATED HERITAGE PROPERTIES WITHIN THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

TAKE NOTICE that the Council of The Corporation of the Township of North Glengarry intends to designate by municipal by-law a series of properties listed in this notice. The properties identified are being of cultural heritage value or interest in accordance with Part IV, Conservation of Property of Cultural Heritage Value or Interest under Section 29 of the *Ontario Heritage Act, R.S.O. 1990, Chapter O. 18.*, as amended.

THE SUBJECT PROPERTIES to which the Notice of Intent to Designate apply are as follows:

Alexandria Train Station, 45 MacDougald Street East, Alexandria, being Alexandria Concession 2 Part Lot 37 on Reference Plan AR112541 portion; 57(1STLY) PT Portion 56. This property has design and physical value that reflects the wartime constraints of construction materials with its simple design, brick construction, and sparing use of materials. It is a one-and-a-half-storey, brick-clad rectangular plan building, including a broad, hipped roof, wide overhanging eaves, and a projecting operators' bay. The building was constructed in 1916-1917 and reflects the Grand Trunk Railways response to the need for adequate rail transportation during the First World War. Therefore, in addition to the design and physical value of this property, 45 MacDougald Street East possesses associated historical value.

The Glengarry County Archives, 28 Kenyon Street East, Alexandria, being Plan 5 Part Lots 21 to 25 and 30 on Reference Plan 14R-1331 PT Part 1. Built in 1822, this building is one of the first constructed buildings in Alexandria, having multiple uses in its lifetime, ranging from a private residence, to use for education, public health, use by the Knights of Columbus, and now as the County Archives building. This property has design and physical value that represents examples of late Georgian Tradition home designs in Ontario with its simple design built of limestone, quarried from the South of Alexandria. Its one-storey original limestone building, including its hipped roof, balanced façade, and arched lintel depicts one of the earliest constructed buildings in Alexandria. The building

was constructed in 1822 and reflects the early tradition and values of North Glengarry by being the first home of Colonel Angus Macdonell. Therefore, in addition to the design and physical value of this property, 45 MacDougald Street East possesses associated historical value.

The properties listed possess at least two or more significant features of having design, physical or contextual value and are considered to have cultural heritage value or interest based on the criteria set out in subsection 41.

ANY PERSON may within thirty (30) days after publication of this notice, dated September 23, 2025 in the Glengarry Times newspaper serve the Clerk notice of their objection to the proposed designation in accordance with the Ontario Heritage Act, setting out the reason for their objection and all relevant facts. Notice of Objection may be served at the Township office located at 3720 County Road 34, Alexandria, Ontario, K0C 1A0 no later than October 23, 2025.

ADDITIONAL INFORMATION respecting to the Notice of intention to designate the subject properties listed in this notice is available from Monday to Friday between 8:00 a.m. and 4:00 p.m. at the Township Office located at 3720 County Road 34, Alexandria, Ontario, or by contacting the Community Services Department at (613) 525-1110.

Stephanie MacRae
Director of Community Services
Township of North Glengarry
3720 County Road 34, R.R. 2
Alexandria, ON, K0C 1A0
(613) 525-1110 x352 (Phone)
(613) 525-1649 (Fax)
www.northglengarry.ca

Sarah Huskinson
Chief Administrative Officer/Township Clerk
Township of North Glengarry
3720 County Road 34, R.R. 2
Alexandria, ON, K0C 1A0
(613) 525-1110 (Phone)
(613) 525-1649 (Fax)
www.northglengarry.ca

Dated at the Township of North Glengarry this September 23, 2025.

NORTH
GLENGARRY
NORD



VIA RAIL CANADA INC.
Centre-ville, P.O. BOX 8116
Montréal, Québec
H3C 3N3

September 9, 2025

Subject: Notice of Intent to Designate 45 McDougald Street East, Alexandria

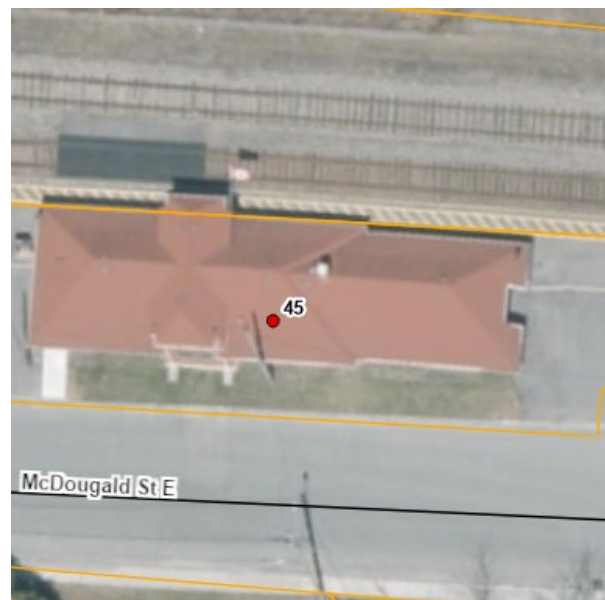
To whom it may concern:

This Notice of Intent to Designate 45 McDougald Street East is being served to your attention as the Township of North Glengarry intends to designate this property as being of cultural heritage value or interest under *Section 29 of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18*.

This property has design and physical value that reflects the wartime constraints of construction materials with its simple design, brick construction, and sparing use of materials. It is a one-and-a-half-storey, brick-clad rectangular plan building, including a broad, hipped roof, wide overhanging eaves, and a projecting operators bay. The building was constructed in 1916-1917 and reflects the Grand Trunk Railways response to the need for adequate rail transportation during the First World War. Therefore, in addition to the design and physical value of this property, 45 MacDougald Street East possesses associated historical value.

Subject property: This single-detached building is a commercial railway station which is situated at the north end of the town of Alexandria and east of Main Street. Its municipal address is 45 McDougald Street, Alexandria, Ontario and is legally described as Alexandria Concession 2 Part Lot 37; Reference Plan AR112541 portion; 57(1STLY) PT Portion 56.

If you wish to object to this notice of intention to designate this property, please be advised you may serve the Clerk of the Township of North Glengarry within thirty (30) days after publication of the notice, advertised in the 18th edition of The Glengarry Times newspaper, dated September 23, 2025.



Notice of Objection may be served at the Township office located at 3720 County Road 34, Alexandria, Ontario, K0C 1A0 no later than October 23, 2025, in accordance with the Ontario Heritage Act, setting out the reason for your objection and all relevant facts.

If you have any questions or require additional information on the heritage designation process, please contact the undersigned.

Best Regards,

Jeff Manley, ACHC Chair & Councillor Kenyon Ward
Township of North Glengarry | Canton de Glengarry Nord
3720 County RD 34
Alexandria, ON, K0C 1A0
T: 613-363-2789
E: jeffmanley@northglengarry.ca
W: www.northglengarry.ca

Stephanie MacRae, Director of Community Services
Township of North Glengarry | Canton de Glengarry Nord
3720 County RD 34
Alexandria, ON, K0C 1A0
T: 613-525-1110 x 352
E: CSDirector@northglengarry.ca
W: www.northglengarry.ca

Frequently Asked Questions:

What are the benefits of designating my property under the Ontario Heritage Act?

- Public recognition of the property.
- Protection from demolition or unsympathetic alteration so that its heritage attributes can be conserved.
- Management of change on heritage properties to ensure they retain the historic characteristics.
- Eligibility for preservation grants and tax relief.
- Encourages cultural tourism and a sense of place.

What are the financial impacts and costs associated with this process?

- The heritage designation process is being initiated by the Township of North Glengarry, therefore, there are no direct costs to the property owner.
- A property's heritage designation does not directly increase your property taxes as property taxes are based on the assessed market value of your property.
- Property insurance premiums should not increase because of a heritage designation.
 - In general, insurance companies may increase premiums for older buildings recognizing the potential impact of having update outdated wiring or old heating systems.

What incentives are potentially available?

- Heritage designated properties are eligible for North Glengarry's Community Improvement Plan programs.
- The Township may develop additional Heritage Property Incentives:
 - Designation provides the fundamental and legal eligibility criteria for municipalities to award various heritage incentives:
 - **Grants:** Financial assistance for restoration, repair, or conservation of designated properties.
 - **Planning Incentives:** Encouragement for adaptive reuse, compatible development, and heritage-sensitive planning.

For more information:

Service Ontario – Online Resources

[Ontario Heritage Act, R.S.O. 1990, c. O.18](#)

[Heritage properties and insurance | ontario.ca](#)

Ontario Heritage Trust

[Ontario Heritage Trust | Benefits of heritage designation under the...](#)

Township of North Glengarry Website

[Community Grant Program - Township of North Glengarry](#)

[Heritage Properties - Township of North Glengarry](#)

NORTH GLENGARRY



Request for Listing Municipal Heritage Register

Request for Listing By	<input checked="" type="checkbox"/> ACHC <input type="checkbox"/> Property Owner <input type="checkbox"/> Other: _____
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Property Owner Information			
Last name VIA RAIL CANADA INC	First name		
Street address Centre-Ville	Unit number PO Box 8116	Lot/Concession	
Municipality Montreal	Province QC	Postal code H3C 3N3	
Telephone number 1-888-641-2177	Cell number		
E-mail			

Property Information			
Building/Site name Alexandria Train Station	Roll number (as per tax bill) 0111 018 001 08500		
Civic address 45 McDougald St E, Alexandria	Unit number	Lot/Concession ALEXANDRIA CON 2 PT LOT 37 ; RP AR112541 PORTION; 57(1STLY) PT PORTION 56	
Municipality North Glengarry	Province Ontario	Postal code K0C 1A0	
Site Type <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Mixed-Use (Commercial & Residential) <input checked="" type="checkbox"/> Community/Museum <input type="checkbox"/> Residential <input type="checkbox"/> Ecclesiastical <input type="checkbox"/> Agricultural			

Heritage Value Checklist	
1. <u>Age:</u> <input checked="" type="checkbox"/> Was built before the 1940s	If known, please specify the construction date: 1916-1917
2. <u>Visually apparent features:</u> <input checked="" type="checkbox"/> Contains historical materials and cladding <input checked="" type="checkbox"/> Contains historical architectural elements <input checked="" type="checkbox"/> Contains other period identifying features	If known, please specify the name(s) of associated architects/builders:
3. <u>Historical importance to community:</u> <input checked="" type="checkbox"/> Associated with a theme, event, belief, person, activity, organization, or institution <input type="checkbox"/> Defines, maintains, or supports the character of an area	Please specify the associated theme, event, belief, person, activity, organization, institution, or area, where applicable: One of the few GTR stations built in Ontario during WWI.

<p>Visual Description (including information on style, major exterior features, environment, and condition)</p> <p>The VIA Rail/Canadian National Railways Station at Alexandria is a one-and-a-half-storey, brick-clad, railway station built during the First World War. It is located at the north end of the town of Alexandria, east of Main Street.</p>
<p>Brief Historical Summary (additional supporting documents can be attached to this form)</p> <p>The VIA Rail/Canadian National Railways Station at Alexandria represents the end of an era of growth and prosperity for Canadian railway companies. It reflects the Grand Trunk Railway's (GTR) response to the need for adequate rail transportation during the First World War. The Alexandria station enabled the town to continue as a railway centre throughout the war.</p> <p>The Alexandria railway station was one of a very small number of GTR stations built in Ontario during the First World War. Its simple design, brick construction and sparing use of scarce materials reflect wartime constraints.</p> <p>The station retains its relationship with the railway tracks, and with surrounding industrial facilities, evident in the warehouse to the east and a grain elevator across the tracks.</p>
<p>Character-defining Features (include any historical material, cladding, or architectural elements)</p> <p>Character-defining elements of the VIA Rail/Canadian National Railways Station at Alexandria include: its design and materials reflective of wartime constraints, including:</p> <ul style="list-style-type: none"> - its simple form, minimal decorative details, sparing use of lumber and brick, solid-wall construction; - its simple massing, consisting of a low, one-storey, rectangular block with a hipped, slightly bell-cast roof and a prominent, hipped, cross-dormer and a long, slightly narrower, hipped-roof east wing; the shallow jogs in the wall plane that are echoed in the line of the eaves; - its features typical of early-20th-century railway stations, including a broad, hipped roof, a rectangular plan, wide overhanging eaves and a projecting operator's bay; - the projecting operator's bay, centrally located on the track (north) side of the main block, rising above eave level, and terminating in a prominent, hipped-gable dormer; - the projecting entrance bay, centrally located on the street (south) side of the main block, and matching the operator's bay in configuration and detailing; - the surviving original wood detailing, including decorative rafter ends under the eaves, narrow boarded soffits and prominent, paired brackets supporting the overhanging eaves of the hipped cross-dormers; - the masonry detailing, including the Flemish, cross-bond brickwork of the walls, a diamond brick pattern and soldier-course border around the signboard in the track-side dormer and a strong horizontal soldier-course at window-sill height; - the pattern of openings, consisting of symmetrically arranged groupings of multi-paned windows, transoms and glazed doors; - the surviving original doors and window units; - the remnants of its original interior plan, consisting of the passenger block with agent's office and washrooms flanked by spacious waiting rooms and an east wing divided into

- two equal spaces for freight and express functions;
- the surviving original interior finishes, including, tongue-and-groove wood wainscot, plaster walls and ceilings and wood floors.

Modifications to the Property

Click or tap here to enter text.

Please attach additional information to this form, including an indication of geographic location (e.g. maps, aerial photography), historical photographs, current photographs, and any other relevant historical information.

Sources: Heritage Character Statement, VIA Rail/Canadian National Railways Station, Alexandria, Ontario, August 1994; Heritage Research Associates Inc., Railway Station Report 214, VIA Rail/Canadian National Railways Station, Alexandria, Ontario.

Photos from the Past



Current photos of the Property



Parcel Map





NOTE: ADJOINING PROPERTIES SHOULD BE INVESTIGATED TO ASCERTAIN DESCRIPTIVE INCONSISTENCIES, IF ANY, WITH DESCRIPTION REPRESENTED FOR THIS PROPERTY.

NOTE: ENSURE THAT YOUR PRINTOUT STATES THE TOTAL NUMBER OF PAGES AND THAT YOU HAVE PICKED THEM ALL UP.

NORTH
GLENGARRY
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Township of South Glengarry
6 Oak Street, P.O. Box 220
Lancaster, Ontario
K0C 1N0

September 9, 2025

Subject: Notice of Intent to Designate 28 Kenyon Street East, Alexandria

To whom it may concern:

This Notice of Intent to Designate 28 Kenyon Street East is being served to your attention as the Township of North Glengarry intends to designate this property as being of cultural heritage value or interest under *Section 29 of the Ontario Heritage Act, R.S.O. 1990, Chapter O.18*.

This property has design and physical value that represents examples of late Georgian Tradition home designs in Ontario with its simple design built of limestone, quarried from the South of Alexandria. Its one-storey original limestone building, including its hipped roof, balanced façade, and arched lintel depicts one of the earliest constructed buildings in Alexandria. The building was constructed in 1822 and reflects the early tradition and values of North Glengarry by being the first home of Colonel Angus Macdonell. Therefore, in addition to the design and physical value of this property, 45 MacDougald Street East possesses associated historical value.

Subject property: This single-detached building is home to the Glengarry County Archives, a community building and museum, which is situated on the northern side of the town of Alexandria and east of Main Street. Its municipal address is 28 Kenyon Street East, Alexandria, Ontario and is legally described as Plan 5 Part Lots 21 to 25 and ; 30 on Reference Plan 14R1331 PT Part 1.

If you wish to object to this notice of intention to designate this property, please be advised you may serve the Clerk of the Township of North Glengarry within thirty (30) days after publication of the notice, advertised in the 18th edition of The Glengarry Times newspaper, dated September 23, 2025.

Notice of Objection may be served at the Township office located at 3720 County Road 34, Alexandria, Ontario, K0C 1A0 no later than Wednesday October 23, 2025, in



accordance with the Ontario Heritage Act, setting out the reason for your objection and all relevant facts.

If you have any questions or require additional information on the heritage designation process, please contact the undersigned.

Best Regards,

Jeff Manley, ACHC Chair & Councillor Kenyon Ward
Township of North Glengarry | Canton de Glengarry Nord
3720 County RD 34
Alexandria, ON, K0C 1A0
T: 613-363-2789
E: jeffmanley@northglengarry.ca
W: www.northglengarry.ca

Stephanie MacRae, Director of Community Services
Township of North Glengarry | Canton de Glengarry Nord
3720 County RD 34
Alexandria, ON, K0C 1A0
T: 613-525-1110 x 352
E: CSDirector@northglengarry.ca
W: www.northglengarry.ca

Frequently Asked Questions:

What are the benefits of designating my property under the Ontario Heritage Act?

- Public recognition of the property.
- Protection from demolition or unsympathetic alteration so that its heritage attributes can be conserved.
- Management of change on heritage properties to ensure they retain the historic characteristics.
- Eligibility for preservation grants and tax relief.
- Encourages cultural tourism and a sense of place.

What are the financial impacts and costs associated with this process?

- The heritage designation process is being initiated by the Township of North Glengarry, therefore, there are no direct costs to the property owner.
- A property's heritage designation does not directly increase your property taxes as property taxes are based on the assessed market value of your property.
- Property insurance premiums should not increase because of a heritage designation.
 - In general, insurance companies may increase premiums for older buildings recognizing the potential impact of having update outdated wiring or old heating systems.

What incentives are potentially available?

- Heritage designated properties are eligible for North Glengarry's Community Improvement Plan programs.

- The Township may develop additional Heritage Property Incentives:
 - Designation provides the fundamental and legal eligibility criteria for municipalities to award various heritage incentives:
 - **Grants:** Financial assistance for restoration, repair, or conservation of designated properties.
 - **Planning Incentives:** Encouragement for adaptive reuse, compatible development, and heritage-sensitive planning.

For more information:

Service Ontario – Online Resources

[Ontario Heritage Act, R.S.O. 1990, c. O.18](#)

[Heritage properties and insurance | ontario.ca](#)

Ontario Heritage Trust

[Ontario Heritage Trust | Benefits of heritage designation under the...](#)

Township of North Glengarry Website

[Community Grant Program - Township of North Glengarry](#)

[Heritage Properties - Township of North Glengarry](#)



Request for Listing

Municipal Heritage Register

Applicant Information			
Last name Township of North Glengarry / Township of South Glengarry		First name	
Street address	Unit number	Lot/Concession	
Municipality	Province	Postal code	
Telephone number	Cell number		
E-mail			

Property Information			
Building/Site name The Glengarry County Archives		Roll number (as per tax bill) 0111 018 0007 6900	
Civic address 28 Kenyon St E, Alexandria	Unit number	Lot/Concession	
Municipality North Glengarry	Province Ontario	Postal code K0C 1A0	
Site Type <input type="checkbox"/> Commercial <input type="checkbox"/> Mixed-Use (Commercial & Residential) <input checked="" type="checkbox"/> Community/Museum <input type="checkbox"/> Residential <input checked="" type="checkbox"/> Ecclesiastical <input type="checkbox"/> Agricultural			

Heritage Value Checklist	
1. <u>Age:</u> <input checked="" type="checkbox"/> Was built before the 1940s	If known, please specify the construction date: 1822
2. <u>Visually apparent features:</u> <input checked="" type="checkbox"/> Contains historical materials and cladding <input checked="" type="checkbox"/> Contains historical architectural elements <input checked="" type="checkbox"/> Contains other period identifying features	If known, please specify the name(s) of associated architects/builders: Previous home of Colonel Angus MacDonell
3. <u>Historical importance to community:</u> <input checked="" type="checkbox"/> Associated with a theme, event, belief, person, activity, organization, or institution <input checked="" type="checkbox"/> Defines, maintains, or supports the character of an area	Please specify the associated theme, event, belief, person, activity, organization, institution, or area, where applicable: The Knights of Columbus 1919 chapter location

Visual Description (including information on style, major exterior features, environment, and condition)
<ul style="list-style-type: none"> - Limestone exterior walls - Stone cladding
Brief Historical Summary (additional supporting documents can be attached to this form)
<p>1823 1st manuscript map of Glengarry County shows the property listed as lot 37 in 2nd of Lochiel on 200 acres of land.</p> <ul style="list-style-type: none"> - One of the first constructed buildings in Alexandria - Multiple uses in its lifetime including education, public health, knights of columbus, and now county archives - Original home of Con. Angus MacDonell
Character-defining Features (include any historical material, cladding, or architectural elements)
<ul style="list-style-type: none"> - Stone from south of Alexandria - Lower stone addition put on in 1830's - The original front of the building is now the back of the building
Modifications to the Property
<ul style="list-style-type: none"> - Sandblasted & repointed stone in 2020- in the late 1970s the building was covered in stucco and had an addition added. The addition remains. - New windows - Steel roof - LVL beams - 19 Stone window sills

Please attach additional information to this form, including an indication of geographic location (e.g. maps, aerial photography), historical photographs, current photographs, and any other relevant historical information.

Photos of the Past





Current Photos of the Property



Sources

<https://electricScotland.com/history/glengarry/chapter23.htm> - Angus McDonnell's work in Glengarry military



STAFF REPORT TO COUNCIL

Report No: CS-2025-19

September 8, 2025

From: Stephanie MacRae – Director of Community Services

RE: Emergency Purchase – Glengarry Sports Palace Chiller Failure

Recommended Motion:

THAT Council receives Staff Report No. CS 2025-19 for information purposes.

Background / Analysis:

The Glengarry Sports Palace (GSP) hosts a chiller inside of the compressor room, which is a key part of the ice-making system and is used to maintain the ice surface. The chiller is the main component of the heat exchange process, where a primary refrigerant (ammonia) is used to cool a secondary refrigerant (brine), which is used to remove heat through the cement slab. This allows the surface to be cooled to a point in which water can be frozen, thus creating the ice surface.

The current chiller system at the GSP was installed in 2010. The chiller has been well-preserved with routine maintenance regularly conducted on it. The equipment is generally expected to last 17-20 years. As such, the Community Services Department had proactively planned to replace the chiller within the next three years and was pre-identified in the 10-year capital plan.

On August 19, 2025, Recreation staff identified a mechanical issue in the chiller, which had resulted in the mixing of ammonia and brine within the refrigeration system. This type of failure posed both operational and safety concerns and required immediate attention. The chiller is provided through CIMCO, and as such technicians were immediately called and determined the equipment to be no longer operational.

CIMCO provided a quote in the amount of \$228,887.00 + HST to replace the chiller and to dispose of the brine and ammonia. As the chiller is a critical piece of infrastructure required to build and maintain the ice at the arena, paired with the fast-approaching ice season, staff

consulted with the Chief Administrative Officer surrounding the need to quickly mobilize an emergency purchase for a replacement chiller. The emergency purchase was approved in alignment with the Township of North Glengarry procurement policy.

As of August 25, 2025, CIMCO had confirmed a replacement chiller was ready to be shipped from the Toronto region and that the installation process would take approximately two weeks to complete, followed by one additional week for testing. Following this, staff would mobilize ice installation at the Glengarry Sports Palace. As such, pending confirmed installation dates staff anticipated a 5–6-week delay before users would be able to access the ice surface at the GSP for the 2025/2026 season.

As Council will recall, the GSP ice start up date was scheduled for September 10, and the Maxville Sports Complex (MSC) ice start up date was scheduled for September 21. For this reason, the Recreation Team quickly mobilized the ice installation in Maxville sooner than the original start-up date, as a means to help offset the impact to the GSP users. Ice installation at the MSC will be complete for September 10th.

As such, the Community Services Assistant worked with all scheduled GSP users to transition their ice time to the MSC for the two weeks that are in advance of the original MSC opening date. Beyond September 21, up until October 14, 2025, the Community Services Assistant continued to look to accommodate all ice users on a priority basis, in order to provide ice times at the MSC until the replacement chiller installation can be completed.

It is important to note that due the volume of users requiring accommodation, not all user groups could have their ice times redistributed at the MSC. Local minor hockey associations were prioritized, as well as other sanctioned leagues who require the ice for their games. Many of the adult recreational hockey leagues had their ice time removed during this period in order to accommodate the minor associations who required ice time.

Approximately 95 hours of ice time were lost due to the failed chiller, resulting in approximately \$15,345.90 in lost revenue. Of the approximate 350 hours of rented ice time originally shared between the MSC and the GSP between September 10 and October 14, staff have been able to allocate 255 hours at the MSC while the GSP is shut down. As of the time of this report, these numbers are still subject to change as associations return unneeded ice hours, which are then offered and redistributed to remaining user groups.

Staff have further been promoting the use of the Tim Horton's Dome as a facility that could be used for off-ice training to help offset any lost hours by these associations.

The failure of the chiller at the GSP has presented an unexpected challenge for the Community Services Department, particularly with the ice season rapidly approaching. While the delay has impacted ice availability and resulted in lost revenue and reduced access for some user groups, the department has worked diligently to mitigate these effects by accelerating ice installation at the MSC and promoting alternative training spaces. Staff remain committed to supporting the

community and ensuring a smooth transition back to regular operations at the GSP as soon as possible.

Alternatives:

None

Financial Implications:

Attachments & Relevant Legislation:

Others consulted:

- Sarah Huskinson, Chief Administrative Officer
- Nick Hansen, Lead Hand
- Genevieve Lebrun, Community Services Assistant

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk



STAFF REPORT TO COUNCIL

Report No: TR-2025-14

September 8, 2025

From: Zoe Bougie – Director of Finance/Treasurer

RE: 2025 Drinking Water Financial Plan

Recommended Motion:

THAT the Council of the Township of North Glengarry receives staff report TR-2025-14 2025 Drinking Water Financial Plan;

AND THAT Council approves the submission of this plan to the Ministry of Municipal Affairs and Housing.

Background / Analysis:

The legislative framework under which water services are managed in Ontario has changed throughout the years with the introduction of the Safe Drinking Water Act 2002 (SDWA) and the Drinking Water Quality Management Standard 2007 (DWQMS). Ontario Regulation 543/07 (O. Reg 543/07) of the SDWA required public providers of water services to submit a Financial Plan to the Ministry of Municipal Affairs and Housing, with the plan due six months after the date the license for the system are issued. The Financial Plan is intended to provide information relating to the financial stability of the water system. This information forms the basis for strategy to ensure the safety and reliable delivery of drinking water over the long term.

The current Alexandria Drinking Water License #181-101, was issued on March 16, 2021, and the Glen Robertson Drinking Water System License #181-102 was issued on March 16, 2021. The financial plans are for a minimum period of six years and must be completed and approved no later than the drinking water works license renewal deadline, September 16, 2025.

Alternatives:

N/A

Financial Implications:

There are no immediate financial implications as a result of this plan. This is a long-term plan for the Township of North Glengarry's drinking water system based on best estimates. Approved final budgets will be used to determine the actual financing for the system which may change based on the circumstances at that time.

Attachments & Relevant Legislation:

2025 Drinking Water Financial Plan

Others Consulted:

Angela Cullen, Waterworks Compliance Officer

Dean McDonald, Environmental Services Manager

Timothy Wright, Director of Public Works

Reviewed and approved by:

Sarah Huskinson, CAO/Clerk

Appendix A

	<u>Debit</u>	<u>Credit</u>
1-4-1200-2130 Admin – Computer Fees and Equipment	\$ 7,462	
1-4-1200-5010 Admin – General Expenses	\$ 47,827	
1-4-1900-5010 Comm Dev – General Expenses	\$ 15,000	
1-4-2000-2366 Fire – Building Maintenance/supplies		\$ 28,550
1-4-3101-2125 Roads – Materials and Supplies	\$158,538	
1-4-7100-2366 MSC – Building Maintenance		\$ 98,520
1-4-7100-5010 MSC – General Expenses	\$ 22,920	
1-4-7200-2370 Island Park – Outdoor Furniture/Accessories	\$ 13,202	
1-4-7200-5010 Island Park – General Expenses	\$ 9,616	
1-4-7400-8000 Library – Capital	\$ 22,899	
1-4-9300-2125 NGWT – Materials and Supplies	\$ 7,562	
1-4-9400-2125 NGS - Materials and Supplies	\$ 8,792	
1-5-1200-8000 Capital – Admin		\$ 55,289
1-5-1950-8000 Capital – Economic Development		\$ 15,000
1-5-2000-8000 Capital – Fire Department		\$ 14,732
1-5-3000-8000 Capital – Corporate Fleet		\$ 13,818
1-5-3101-8000 Capital – Roads Department		\$158,538
1-5-7000-8000 Capital – MRA Groups		\$ 14,750
1-5-7100-8000 Capital – MSC		\$106,690
1-5-7200-8000 Capital – Island Park		\$ 22,818
1-5-7400-8000 Capital - Library		\$ 22,899
1-5-9300-8000 Capital – NGWT – Water Treatment		\$ 7,562
1-5-9400-8000 Capital – NGS – Sewage		\$ 8,792



STAFF REPORT TO COUNCIL

Report No: TR-2025-15

September 8, 2025

From: Zoe Bougie – Director of Finance/Treasurer

RE: 2024 Budget Adjustments

Recommended Motion:

THAT the Council of the Township of North Glengarry receives staff report TR-2025-15 2025 Budget Adjustments;

AND THAT Council approves 2024 Budget Adjustments as detailed in Appendix A.

Background / Analysis:

Each year, the Township approves an operating and capital budget which balances to zero; meaning that the expenditures of the Township are fully funded by taxation, user charges, etc. The classification of operating vs capital budget has historically included one-time costs such as studies, plans, and other expenditures which may not follow the capital policy. As part of the 2024 Financial Statement preparation, an analysis was conducted by the auditors to move some of the originally budgeted expenditures from capital to operating. This was due to some expenditures not meeting the minimum threshold for the capital policy, such as laptops and gravel, as well as some expenditures not being a true capital asset such as the website upgrades. Since the actual expenditures were moved from capital to operating in the general ledger, proper practice would be to move the corresponding budget. The budget entries are attached in Appendix A for Council's approval. The entries will ensure an accurate presentation of the Statement of Operations for Council and the public.

For the 2026 budget, the Finance Department and CAO will be discussing the possibility of changing the practice of operating vs capital budgeting, to ensure a pure capital budget go forward. This will minimize, if not eliminate, the need for these budget entries in the future.

Alternatives:

N/A

Financial Implications:

There are no financial implications to these budget adjustments, as the actuals were fully funded and under budget.

Attachments & Relevant Legislation:

2024 Budget Adjustments

Others Consulted:

Sarah Huskinson, CAO

Christina Morgan, Partner, Welch LLP

Reviewed and approved by:

Sarah Huskinson, CAO/Clerk

**NORTH
GLENGARRY
NORD**

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

Township of North Glengarry Drinking Water System Financial Plan

Contents

Background	3
Financial Plan Requirements for License Renewal	3
Statement of Financial Principles	4
Operating Plan	5
Operating Expenses	5
Capital Expenditures.....	6
Debt Management	7
Total Cash Expenditures.....	7
Water Consumption and Rates	8
Conclusion	8
Schedule A – Projected Statement of Financial Position	10
Schedule B – Statement of Operations	11
Schedule C – Debt Repayment.....	12
Schedule D – Statement of Cash Flow.....	13

Background

The Township of North Glengarry provides water servicing across two separate water systems to approximately 1741 residential units and 300 commercial units. One system provides water throughout the town of Alexandria and the village of Maxville, while the second, smaller system, provides water solely to the hamlet of Glen Robertson. Ongoing process operations, maintenance standards and testing practices have put pressure on municipalities to meet or exceed the provincial regulations and ensure safe and reliable drinking water from source to tap. As uniform rates have been established within the Township of North Glengarry, the Financial Plan will apply to both Drinking Water systems.

Each drinking water system is accredited and maintains licensing through the Municipal Drinking Water Licensing Program as administered through the Ministry of the Environment. The current Alexandria Drinking Water License #181-101, was issued on March 16, 2021, and the Glen Robertson Drinking Water System License #181-102 was issued on March 16, 2021.

The legislative framework under which water services are managed in Ontario have changed throughout the years with the introduction of the Safe Drinking Water Act 2002 (SDWA) and the Drinking Water Quality Management Standard 2007 (DWQMS). Ontario Regulation 543/07 (O. Reg 543/07) of the SDWA required public providers of water services to submit a Financial Plan to the Ministry of Municipal Affairs and Housing, with the plan due six months after the date the license for the system are issued. The Financial Plan is intended to provide information relating to the financial stability of the water system. This information forms the basis for strategy to ensure the safety and reliable delivery of drinking water over the long term.

Financial Plan Requirements for License Renewal

Under the SDWA and Ontario Regulation 453/07, the financial plan requirements for a drinking water license renewal are as follows:

- Financial plans must be approved by municipal council resolution.
- Financial plans must apply for a minimum six-year period.
- The first year the financial plan must be the first year in which the drinking water system's existing municipal license would otherwise expire.
- For each year the financial plan applies it must include details regarding
 - Details of proposed or projected financial position itemized by total financial assets, total liabilities, net debt, non-financial assets, tangible capital assets under construction, inventories of supplies, repaid expenses

and changes in tangible capital assets that are additions, donations, write downs and disposals.

- Proposed or projected financial operations itemized by total revenues, total expenses, further itemized by water assets, user charges and other revenues, total expenses, further itemized by amortization expenses, and other expenses, annual surplus/deficit and accumulated surplus/deficit.
- Gross cash receipts/payment itemized by operating transaction, capital transaction, investing transaction and financial transaction, changes in cash and cash equivalents during the year, cash and cash equivalents at the beginning and end of the year and details of the extent that the above listed information relates directly to the replacement of lead service pipes as defined in Ontario Regulation 170/03, the year for each year.
- Financial plans are to be made available to the public upon request and at no charge.
 - If a website is maintained, financial plans are to be made available at no charge.
 - Notice of availability of the financial plan is to be given to the public.
- Financial plans are to be submitted to the Ministry of Municipal Affairs and Housing.
- Financial plans applicable to two or more solely owned drinking water systems can be prepared as if they are one drinking water systems.

In view of the fact that the legislation falls under the SDWA, a financial plan is mandatory for all water systems and encouraged for waste water systems. The financial plans shall be for a minimum period of six years and is to be completed and approved by no later than the drinking water works licence renewal deadline, September 16, 2025. Financial plans may be amended and additional information beyond which is prescribed can be included if deemed necessary.

Where a licence has been issued, the financial plan must contain on the front page, the appropriate finance plan number as set out in Schedule A of the Municipal Drinking Water Licence document.

Statement of Financial Principles

This financial plan adheres to the following principles:

- Full Cost Recovery: This financial plan supports the full cost of delivering safe drinking water, including operating, maintenance, rehabilitation and asset replacement.

- User Pay: The cost of service is borne by the users of the system through fair and equitable rates.
- Asset Management Integration: Capital requirement forecasts are aligned with the Township's Asset Management Plan to ensure sustainable infrastructure funding.
- Transparency and Accountability: Financial data is presented in a format that is clear and accessible to the public.

Operating Plan

The operating plan includes the full costs of operating the Township of North Glengarry's DWS on an ongoing basis, and includes capital investments, operating costs, maintenance costs, and all other miscellaneous costs.

Operating Expenses

Operating expenses can be generally defined as recurring expenses associated with providing a service. These are required expenses to keep operations running on a day-to-day basis, which are easily identifiable, measurable and readily verified as they are based on actual cash outlays and liabilities such as wages, materials and supplies, utilities and administration costs.

As this plan extends over many fiscal years, operating expenditures must be projected on estimation of service cost over time. This would include future customer demands, projected repairs and maintenance costs, long-term debt repayment as well as utility cost and treatment chemicals.

The Township of North Glengarry's 2025 operating budget for water treatment and distribution includes personnel costs, materials and supplies, utilities, long term debt repayments and is budgeted at \$1,297,864.

The 2025 budget (adopted by council in 2025) included \$56,000 worth of process upgrades in the Alexandria Water Treatment plant, valve and hydrant renewals and design work for watermain relining to be completed in 2026.

Overall operating expenses are projected to increase by 3% each year.

Year	Operating	Debt Repayment	Total Operating
2025	\$1,297,864.59	\$425,710.41	\$1,723,575.00
2026	\$1,343,289.85	\$418,610.41	\$1,761,900.26
2027	\$1,390,305.00	\$411,510.41	\$1,801,815.41
2028	\$1,438,965.67	\$404,838.36	\$1,843,804.03
2029	\$1,496,524.30	\$397,310.41	\$1,893,834.71
2030	\$1,556,385.27	\$390,210.41	\$1,946,595.68
2031	\$1,618,640.68	\$383,110.41	\$2,001,751.09
2032	\$1,683,386.31	\$376,360.55	\$2,059,746.86

Capital Expenditures

The water supply and distribution system for the Township of North Glengarry consists of land, buildings, distribution mains, equipment and vehicles for the value of approximately \$122,815,000.

In 2019, a new transmission main was constructed between Alexandria and Maxville, a water tower and a distribution system were constructed in the village of Maxville. In 2020, the Alexandria Water Treatment Plant underwent upgrades to the flocculation system, filter system, new chemical dosing system and a new sludge collection system. The last six years have seen the planned refurbishment of 500 meters of watermain in 2023, and the full replacement of another 450 meters in 2024. The department has completed 26 planned hydrant replacements and the modernization of the process and distribution system and the water intake at the millpond water source has been improved to reduce sediment intake with the construction of an intake dyke.

The capital cost component of the municipal water supply and distribution system represents a substantial value. Major upgrades have been completed, however replacement and renewal of infrastructure over time account for a significant portion of the financial plan.

The Township of North Glengarry developed a 10-year capital budget forecast which consists of the following improvements.

No.	Description	Planned Start
1	Low Lift Pumping System	2026
2	High Lift Pumping System	2027
3	Watermain Replacement – Alexandria Location (sections to be determined)	2027
4	Watermain Replacement – Alexandria Main Street	2029
5	Hydrant replacement (6-12 replacements per year)	Ongoing
6	Process Upgrade/Refurbishments (1 per year)	Ongoing
7	Control Upgrade/Refurbishments (1 per year)	Ongoing

The planned capital requirements have been incorporated into this plan.

Debt Management

Debt management is the ability to repay debt over time, including both principal and interest charges.

Funding for the Township's major capital improvements has been commonly financed by debt. All debts currently owed were incurred to fund direct capital cost improvements for the system. In order to fully fund the Maxville Water Project, long term funding was obtained from Instructure Ontario. This loan is amortized over a 30-year period, ending in 2049. No further debt is expected during the six-year projected financial plan. See Schedule C for the Debt Repayment Schedule.

Year	Debt Payment
2025	\$425,710.41
2026	\$418,610.41
2027	\$411,510.41
2028	\$404,838.36
2029	\$397,310.41
2030	\$390,210.41
2031	\$383,110.41
2032	\$376,360.55

Total Cash Expenditures

The Township of North Glengarry has significant cash expenditures, including operating expenses, debt repayment/interest charges and capital costs. Operating expenditures are budgeted at approximately \$1.3 million for 2025 with an approximate increase of 3% per year.

Year	Operating	Debt Repayment	Total Operating and Debt Repayment	Capital	Total
2025	\$1,297,864.59	\$425,710.41	\$1,723,575.00	\$452,935.00	\$2,176,510.00
2026	\$1,343,289.85	\$418,610.41	\$1,761,900.26	\$188,075.00	\$1,949,975.26
2027	\$1,390,305.00	\$411,510.41	\$1,801,815.41	\$645,850.00	\$2,447,665.41
2028	\$1,438,965.67	\$404,838.36	\$1,843,804.03	\$269,687.50	\$2,113,491.53
2029	\$1,496,524.30	\$397,310.41	\$1,893,834.71	\$557,500.00	\$2,451,334.71
2030	\$1,556,385.27	\$390,210.41	\$1,946,595.68	\$174,053.75	\$2,120,649.43
2031	\$1,618,640.68	\$383,110.41	\$2,001,751.09	\$598,085.38	\$2,599,836.46
2032	\$1,683,386.31	\$376,360.55	\$2,059,746.86	\$155,000.00	\$2,214,746.86

Water Consumption and Rates

Since 2020 water consumption in the Township of North Glengarry has fluctuated slightly from year-to-year. Water flows are expected to remain relatively stable in the coming years.

Year	Treated Water Produced (m ³)	Distribution Consumption (m ³)
2024	624,753	340,768
2023	615,806	328,086
2022	710,571	317,659
2021	578,057	315,306
2020	604,837	316,033

As with most water utilities the Township has significant fixed costs, and as consumption decreases, these costs must be offset by increasing water rates. The last rate increase was adopted by Council on February 24, 2025, by By-Law #05-2025 which authorized the following for Alexandria, Glen Robertson and Maxville:

Year	First 15m ³	Thereafter
2025	\$72.20	\$1.94
2024	\$70.78	\$1.94
2023	\$69.39	\$1.94
2022	\$68.03	\$1.94
2021	\$66.70	\$1.94
2020	\$66.70	\$1.94

These rates were based on a budget estimate of operating and capital expenditures offset with grants and long-term debt for North Glengarry. Water rate estimates have been estimated at a two percent (2%) increase per year. Water consumption is based on population and not service listings.

Conclusion

With the completion of this Financial Plan document, staff are now in the position to more accurately project long-term capital investments over time. This will also assist in establishing future water rates to meet system demands. This document will also keep council members and the general public informed of projected costs related to water system infrastructure over the duration of the Financial Plan. The Financial Plan provided in the attached schedules provides the necessary information to meet the requirements of Ontario Regulation 453/07.

This document has not been audited, however the Financial Plan should be considered a living document which must be updated/reviewed as situational changes occur. Situational changes can be operational processes, new major unanticipated capital expenditures or exceptional circumstances outside of the Township's control that could threaten revenues.

This document will be:

- Made available to the public upon request and at no charge.
- Made available to the public through publication on the internet at no charge.
- Made available to the public by providing a public notice.
- Submitted to the Ministry of Municipal Affairs and Housing.

Schedule A – Projected Statement of Financial Position

The Projected Statement of Financial Position provides information that describes the financial assets and liabilities of the Township's water system. The first important indicator in determining the actual financial position of the water system is net financial assets, which is defined as the difference between financial assets and liabilities. This value is used to determine the systems' "future revenue requirement."

A net financial asset position occurs when financial assets are greater than liabilities implying that the system has the resources to finance future operations. However, a net (debt) position implies that the system's future revenues must finance past transactions as well as future operations. (See Schedule A) The accumulated surplus is the accumulation of excess revenues over expenses over time. An accumulated surplus indicates that the available net resources are sufficient to provide for future needs.

The tangible capital assets indicate that the assets have been acquired while a decrease in the tangible capital asset balance indicates a disposal, write down, or use of assets. A use of assets is usually represented by an increase in accumulated amortization due to annual amortization expenses arising as a result of allocating the cost of the asset to operations over the asset's useful life.

Schedule A - Statement of Financial Position

	2025 Budgeted	2026 Projected	2027 Projected	2028 Projected	2029 Projected	2030 Projected	2031 Projected	2032 Projected
Financial Assets								
Cash/Cash Equivalents								
Reserve	\$704,570.91	\$1,155,017.65	\$1,171,503.35	\$1,588,038.99	\$1,742,021.93	\$2,304,814.91	\$2,469,487.98	\$3,103,372.35
Total Cash/Cash Equivalents	\$704,570.91	\$1,155,017.65	\$1,171,503.35	\$1,588,038.99	\$1,742,021.93	\$2,304,814.91	\$2,469,487.98	\$3,103,372.35
Investments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Financial Assets	\$704,570.91	\$1,155,017.65	\$1,171,503.35	\$1,588,038.99	\$1,742,021.93	\$2,304,814.91	\$2,469,487.98	\$3,103,372.35
Liabilities								
LTD Repayments	\$425,710.41	\$418,610.41	\$411,510.41	\$404,838.36	\$397,310.41	\$390,210.41	\$383,110.41	\$376,360.55
New Loans	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Liabilities	\$425,710.41	\$418,610.41	\$411,510.41	\$404,838.36	\$397,310.41	\$390,210.41	\$383,110.41	\$376,360.55
Net Financial Assets (Debt)	\$278,860.50	\$736,407.24	\$759,992.94	\$1,183,200.63	\$1,344,711.52	\$1,914,604.50	\$2,086,377.57	\$2,727,011.80
Non Financial Assets								
Tangible Capital Asset Cost (Opening)	\$38,841,426.00	\$39,294,361.00	\$39,482,436.00	\$40,128,286.00	\$40,397,973.50	\$40,955,473.50	\$41,129,527.25	\$41,727,612.63
Changes in TCAs - Additions	\$452,935.00	\$188,075.00	\$645,850.00	\$269,687.50	\$557,500.00	\$174,053.75	\$598,085.38	\$155,000.00
Tangible Capital Asset Cost (Closing)	\$39,294,361.00	\$39,482,436.00	\$40,128,286.00	\$40,397,973.50	\$40,955,473.50	\$41,129,527.25	\$41,727,612.63	\$41,882,612.63
Accumulated Amortization	\$5,315,731.80	\$5,742,627.60	\$6,195,357.40	\$6,658,874.70	\$7,144,692.00	\$7,637,471.45	\$8,154,174.32	\$8,677,077.18
Total Non Financial Assets	\$33,978,629.20	\$33,739,808.40	\$33,932,928.60	\$33,739,098.80	\$33,810,781.50	\$33,492,055.80	\$33,573,438.31	\$33,205,535.45
Accumulated Surplus (Deficit)	\$34,257,489.70	\$34,476,215.64	\$34,692,921.54	\$34,922,299.43	\$35,155,493.02	\$35,406,660.30	\$35,659,815.88	\$35,932,547.25

Schedule B – Statement of Operations

The Statement of Operations summarizes the revenues and expenses generated by the water system for a given period. This statement includes the revenues less the expenses, arriving at the excess or net revenues over expenses.

The Revenues include both operating revenue and one-time government funding grants received. Expenses include a list of detailed projected expenses such as operating expenses such as salaries, wages, repairs and maintenance etc.

Amortization is the “write off” of the capital assets for the water system infrastructure over its useful life, which does not represent a cash expenditure.

Schedule B - Statement of Financial Operations

	2025 Budgeted	2026 Projected	2027 Projected	2028 Projected	2029 Projected	2030 Projected	2031 Projected	2032 Projected
Revenue								
User Fees								
Alexandria	\$1,844,833.00	\$1,900,177.99	\$1,957,183.33	\$2,015,898.83	\$2,076,375.79	\$2,138,667.07	\$2,202,827.08	\$2,268,911.89
Glen Robertson	\$43,921.00	\$45,238.63	\$46,595.79	\$47,993.66	\$49,433.47	\$50,916.48	\$52,443.97	\$54,017.29
Maxville	\$327,726.00	\$337,557.78	\$347,684.51	\$358,115.05	\$368,858.50	\$379,924.26	\$391,321.98	\$403,061.64
Total User Fees	\$2,216,480.00	\$2,282,974.40	\$2,351,463.63	\$2,422,007.54	\$2,494,667.77	\$2,569,507.80	\$2,646,593.03	\$2,725,990.83
Penalty and Interest	\$20,000.00	\$20,600.00	\$21,218.00	\$21,854.54	\$22,510.18	\$23,185.48	\$23,881.05	\$24,597.48
Connection Fees	\$13,000.00	\$13,390.00	\$13,791.70	\$14,205.45	\$14,631.61	\$15,070.56	\$15,522.68	\$15,988.36
Other Revenue	\$15,000.00	\$15,450.00	\$15,913.50	\$16,390.91	\$16,882.63	\$17,389.11	\$17,910.78	\$18,448.11
Transfer from Reserves	\$165,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Revenues	\$2,429,480.00	\$2,332,414.40	\$2,402,386.83	\$2,474,458.44	\$2,548,692.19	\$2,625,152.96	\$2,703,907.54	\$2,785,024.77
Expenses								
Operating	\$1,723,575.00	\$1,775,282.25	\$1,828,540.72	\$1,883,396.94	\$1,939,898.85	\$1,998,095.81	\$2,058,038.69	\$2,119,779.85
Amortization	\$401,255.40	\$419,372.80	\$426,895.80	\$452,729.80	\$463,517.30	\$485,817.30	\$492,779.45	\$516,702.87
Debt Interest	\$175,710.41	\$168,610.41	\$161,510.41	\$154,838.36	\$147,310.41	\$140,210.41	\$133,110.41	\$126,360.55
Total Expenses	\$2,300,540.81	\$2,363,265.46	\$2,416,946.93	\$2,490,965.10	\$2,550,726.56	\$2,624,123.52	\$2,683,928.55	\$2,762,843.26
Excess of Revenues over Expenses	\$128,939.19	-\$30,851.06	-\$14,560.10	-\$16,506.66	-\$2,034.37	\$1,029.43	\$19,979.00	\$22,181.51
Annual Surplus (Deficit)								
Beginning of Year	\$34,257,489.70	\$34,386,428.89	\$34,355,577.83	\$34,341,017.73	\$34,324,511.07	\$34,322,476.71	\$34,323,506.14	\$34,343,485.14
Accumulated Surplus (Deficit)								
End of Year	\$34,386,428.89	\$34,355,577.83	\$34,341,017.73	\$34,324,511.07	\$34,322,476.71	\$34,323,506.14	\$34,343,485.14	\$34,365,666.64

Schedule C – Debt Repayment

The Debt Repayment Schedule outlines the Principle and Interest costs on existing water infrastructure debt with the total projected repayment projected for this reporting period. Please note that the long-term debt is amortized for 30 years, to the year 2049.

Schedule C - Debt Repayment Schedule

Loan Amount: \$7,500,000.00

Interest: 2.84%

Date	Amount Due	Principal Due	Interest Due	Remaining Principal
05/15/2025	\$213,020.55	\$125,000.00	\$88,020.55	\$6,125,000.00
11/15/2025	\$212,689.86	\$125,000.00	\$87,689.86	\$6,000,000.00
05/15/2026	\$209,499.73	\$125,000.00	\$84,499.73	\$5,875,000.00
11/15/2026	\$209,110.68	\$125,000.00	\$84,110.68	\$5,750,000.00
05/15/2027	\$205,978.90	\$125,000.00	\$80,978.90	\$5,625,000.00
11/15/2027	\$205,531.51	\$125,000.00	\$80,531.51	\$5,500,000.00
05/15/2028	\$202,886.03	\$125,000.00	\$77,886.03	\$5,375,000.00
11/15/2028	\$201,952.33	\$125,000.00	\$76,952.33	\$5,250,000.00
05/15/2029	\$198,937.26	\$125,000.00	\$73,937.26	\$5,125,000.00
11/15/2029	\$198,373.15	\$125,000.00	\$73,373.15	\$5,000,000.00
05/15/2030	\$195,416.44	\$125,000.00	\$70,416.44	\$4,875,000.00
11/15/2030	\$194,793.97	\$125,000.00	\$69,793.97	\$4,750,000.00
05/15/2031	\$191,895.62	\$125,000.00	\$66,895.62	\$4,625,000.00
11/15/2031	\$191,214.79	\$125,000.00	\$66,214.79	\$4,500,000.00
05/15/2032	\$188,724.93	\$125,000.00	\$63,724.93	\$4,375,000.00
11/15/2032	\$187,635.62	\$125,000.00	\$62,635.62	\$4,250,000.00

Total Payments by Year

Year	2025	2026	2027	2028	2029	2030	2031	2032
Principal	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
Interest	\$175,710.41	\$168,610.41	\$161,510.41	\$154,838.36	\$147,310.41	\$140,210.41	\$133,110.41	\$126,360.55
Total	\$425,710.41	\$418,610.41	\$411,510.41	\$404,838.36	\$397,310.41	\$390,210.41	\$383,110.41	\$376,360.55

Schedule D – Statement of Cash Flow

The Statement of Cash Flow summarizes how the water system is expected to generate and use cash resources during the projected period. The transactions that provide/use cash are classified as operating, capital and financing transactions as shown in Schedule D. The water system will not accumulate a significant amount of cash on an annual basis until it repays the current debt.

Schedule D - Statement of Cash Flow

	2025 Budgeted	2026 Projected	2027 Projected	2028 Projected	2029 Projected	2030 Projected	2031 Projected	2032 Projected
Operating								
Total Operating Revenues	\$2,429,480.00	\$2,332,414.40	\$2,402,386.83	\$2,474,458.44	\$2,548,692.19	\$2,625,152.96	\$2,703,907.54	\$2,785,024.77
Cash Paid for Operating	\$1,723,575.00	\$1,775,282.25	\$1,828,540.72	\$1,883,396.94	\$1,939,898.85	\$1,998,095.81	\$2,058,038.69	\$2,119,779.85
Cash Paid for Financing (Debit Interest)	\$175,710.41	\$168,610.41	\$161,510.41	\$154,838.36	\$147,310.41	\$140,210.41	\$133,110.41	\$126,360.55
Excess of Operating Revenues over Operating Expenses	\$530,194.59	\$388,521.74	\$412,335.70	\$436,223.14	\$461,482.93	\$486,846.73	\$512,758.45	\$538,884.37
Deduct Non Cash Charges to Operations								
Amortization	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Others	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Working Capital Items								
Accounts Receivable	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Inventory	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Capital Works in Progress	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cash Provided by Operating Transactions	\$530,194.59	\$388,521.74	\$412,335.70	\$436,223.14	\$461,482.93	\$486,846.73	\$512,758.45	\$538,884.37
Capital								
Acquisition of Tangible Capital Assets	\$452,935.00	\$188,075.00	\$645,850.00	\$269,687.50	\$557,500.00	\$174,053.75	\$598,085.38	\$155,000.00
Proceeds on Disposal of TCAs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cash Used in Capital Transactions	\$452,935.00	\$188,075.00	\$645,850.00	\$269,687.50	\$557,500.00	\$174,053.75	\$598,085.38	\$155,000.00
Financing								
Repayment of Long Term Debt (principal)	-\$250,000.00	-\$250,000.00	-\$250,000.00	-\$250,000.00	-\$250,000.00	-\$250,000.00	-\$250,000.00	-\$250,000.00
Cash Provided by (Used) in Financing Activities	-\$250,000.00	-\$250,000.00	-\$250,000.00	-\$250,000.00	-\$250,000.00	-\$250,000.00	-\$250,000.00	-\$250,000.00
Increase (Decrease) in Cash Equivalents	\$327,259.59	\$450,446.74	\$16,485.70	\$416,535.64	\$153,982.93	\$562,792.98	\$164,673.07	\$633,884.37
Cash and Cash Equivalents Beginning of Year	\$377,311.32	\$704,570.91	\$1,155,017.65	\$1,171,503.35	\$1,588,038.99	\$1,742,021.93	\$2,304,814.91	\$2,469,487.98
Cash and Cash Equivalents End of Year	\$704,570.91	\$1,155,017.65	\$1,171,503.35	\$1,588,038.99	\$1,742,021.93	\$2,304,814.91	\$2,469,487.98	\$3,103,372.35



STAFF REPORT TO COUNCIL

Report No: BP-2025-20

September 8, 2025

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

RE: **ZONING BY-LAW AMENDMENT No. Z-04-2025**

Applicant: Wilko FINGER

1851 Dalkeith Road (County Road 23), Dalkeith
Lochiel Concession 7, Part Lots 6 & 7; RP14R2401, Part of parts 1 & 2
Roll 0111 016 015 09000
PIN 67160-0189

Recommended Motion:

THAT the Council of the Township of North Glengarry adopt Zoning By-Law No. Z-04-2025; and

THAT By-law No. Z-04-2025 be read a first second and third time and enacted in open Council this 8th day of September 2025.

Background / Analysis:

A zoning amendment application was presented during a public meeting of planning on August 11, 2025.

The purpose of the Zoning By-Law Amendment is to re-zone the retained portion of Consent Application No. B-55-25 (74.5 acres) of the property from General Agricultural (AG) & Restricted Agricultural to General Agricultural Special Exception (AG-259) to prohibit residential development **and** to re-zone the severed portion of Consent Application No. B-55-25 (2.9 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-260) 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-04-2025
- Public Meeting of Planning Staff report from August 11th, 2025

Others Consulted:

n/a

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NO. Z-04-2025

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 11.1 & 11.2 to the contrary, on the lands described as being Lochiel Concession 7, Part Lots 6 & 7; RP14R2401, Part of parts 1 & 2; Parcel Identifier (PIN) 67160-0189 (31851 Dalkeith Road-County Road 23, Dalkeith) of North Glengarry zoned General Agricultural Special Exception (AG-259) & General Agricultural Special Exception (AG-260) on Schedule “A” attached hereto, the following provisions shall apply:
 - i) General Agricultural Special Exception (AG-259):
 - to prohibit residential development; and
 - ii) General Agricultural Special Exception (AG-260):
 - to prohibit agricultural uses.
2. That Schedule “B” of By-Law 39-2000 is hereby amended by changing the “AG” & “AR” Zone Symbol on the subject lands to “AG-259” & “AG-260” 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 8th day of September 2025.

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

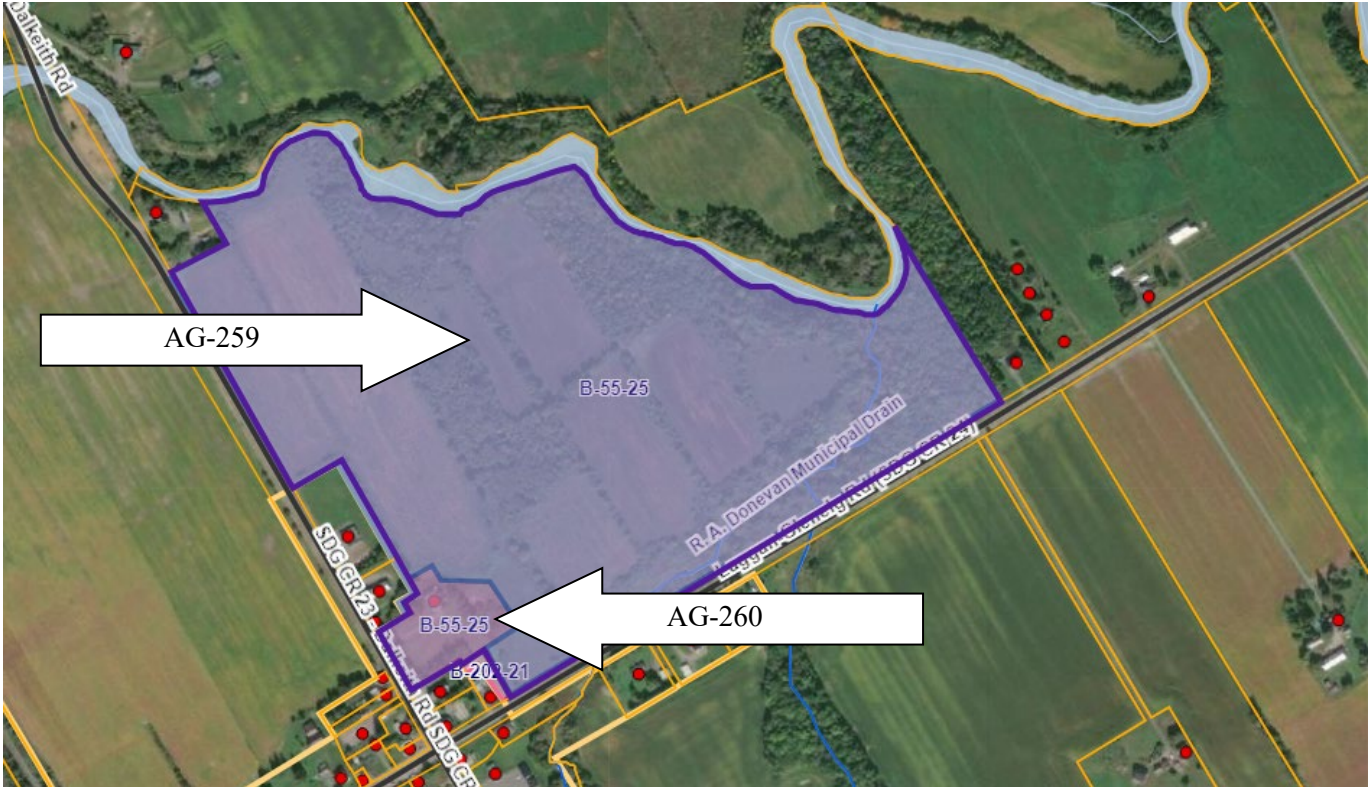
I, hereby certify that the forgoing is a true copy of By-Law No. Z-04-2025, duly adopted by the Council of the Township of North Glengarry, on the 8th day of September 2025.

Date Certified

Clerk / Deputy Clerk

**SCHEDULE “A”
TO BY-LAW NUMBER Z-04-2025**

**Legend
Subject Lands
Zone Change from “AG” & “AR” to “AG-259” & “AG-260”**



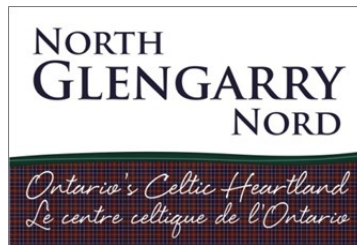
**1851 Dalkeith Road (County Road 23), Dalkeith
Lochiel Concession 7, Part Lots 6 & 7; RP14R2401, Part of parts 1 & 2
Roll 0111 016 015 09000
PIN 67160-0189**

**Township of North Glengarry
United Counties of Stormont, Dundas & Glengarry**

**This is Schedule “A” to By-Law Z-04-2025.
Passed this 8th day of September 2025.**

Mayor/Deputy Mayor

CAO/Clerk/Deputy Clerk

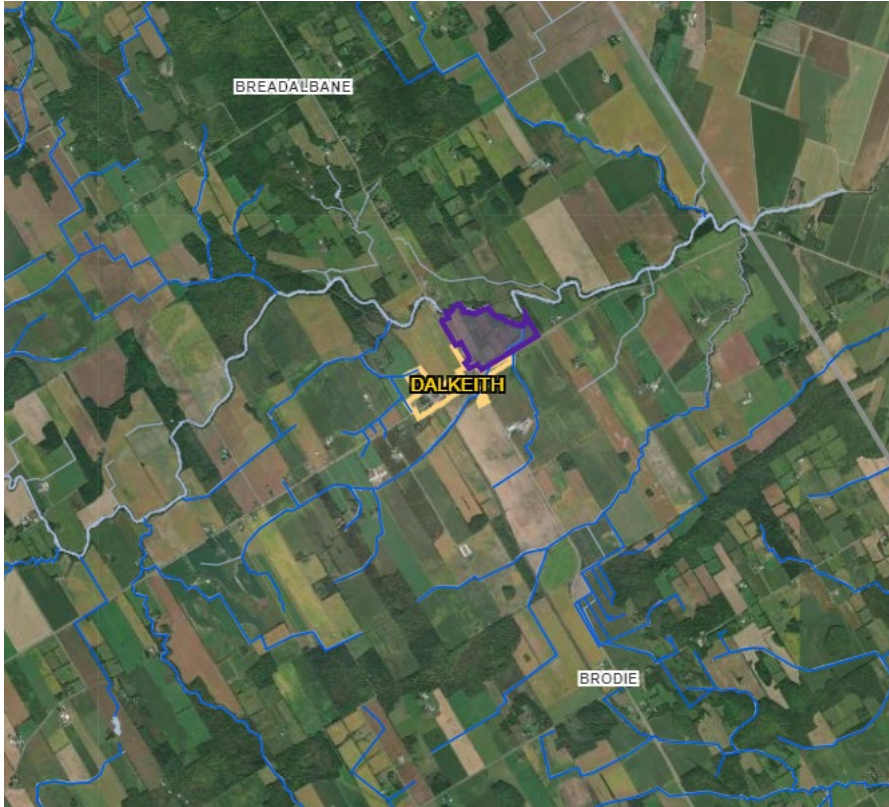


STAFF REPORT
PUBLIC MEETING OF PLANNING

Date: **August 11, 2025**

To: **Mayor and Council Members**

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

File	Zoning By-law Amendment No. Z-04-2025
Owner	Wilko FINGER
Address (Civic & Legal)	1851 Dalkeith Road (County Road 23), Dalkeith Lochiel Concession 7, Part Lots 6 & 7; RP14R2401, Part of parts 1 & 2 Roll 0111 016 015 09000 PIN 67160-0189
Location	

Property



Site



Purpose of application

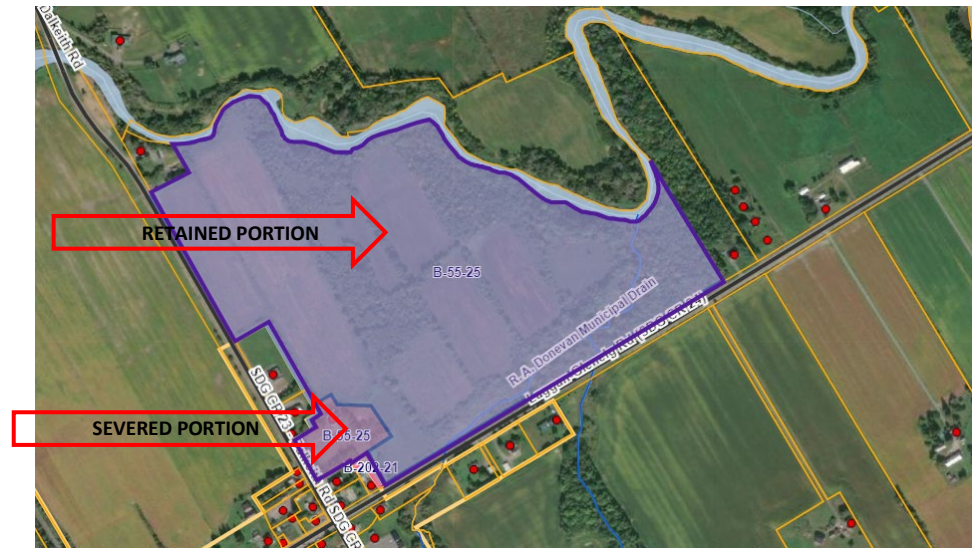
THE PURPOSE of the Zoning By-Law Amendment is:

To re-zone the retained portion of Consent Application No. B-55-25 (74.5 acres) of the property from General Agricultural (AG) & Restricted Agricultural to General Agricultural Special Exception (AG-259) to:

- prohibit residential development and;

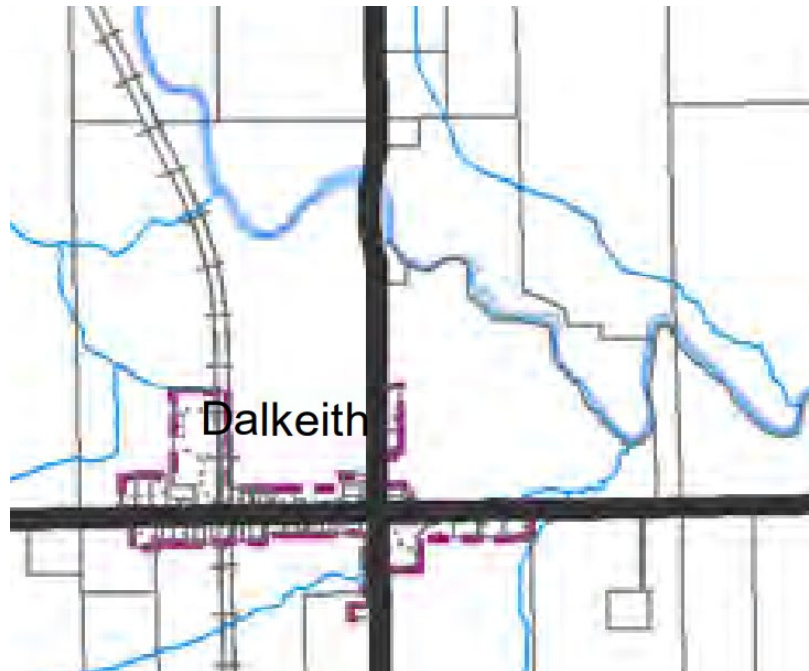
To re-zone the severed portion of Consent Application No. B-55-25 (2.9 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-260) to:


- prohibit agricultural uses.



Official Plan & surroundings

Agricultural Resource Lands



Zoning & surroundings	<p>Restricted Agricultural (AR), General Agricultural (AG) & Floodplain (FP)</p> 
Use	<p>Currently used as residential (dwelling) and fields. No proposed change after ZBA & Consent.</p>
Surrounding Uses	<p>North – Rigaud River & Rural residential properties East – Mostly cash crop land/fields South – Village of Dalkeith West – Mostly cash crop land/fields</p>
Size/Area	<p>77.4 acres</p> <p>Proposed Consent Application No. B-55-25: - retained portion - 74.5 acres - severed portion - 2.9 acres.</p> <p>Both compliant with Zoning By-law.</p>
Frontage	<p>Proposed Consent Application No. B-55-25 - retained portion – 281.9m on County Road 23 & 646.6m on County Road 24 - severed portion – 75.5m on County Road 23.</p> <p>Both compliant with Zoning By-law.</p>
Dimensions	<p>Lot is irregular.</p>
Buildings	<p>1 building, a single-family dwelling to be kept with the residential portion of the severance. 0 building on the agricultural portion.</p>
Building Height	<p>Compliant with Zoning By-law.</p>

Setbacks	Compliant with Zoning By-law. The survey has not been submitted at this point in time.
Lot Coverage	Compliant with Zoning By-law. The new property 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 the accessory building as per OP.
Sanitary/Septic	Private Class 4 Septic system located on the East of the dwelling.
Water/Well	Private Well.
Storm	Storm water dispersed on site.
Entrance/Driveway	1 existing driveway for residential portion off County Road 23, to remain. 1 existing driveway for agricultural portion off County Road 23 just North of Library property, to remain.
Civic number	1 existing civic number 1851 to remain for the residential dwelling unit. Currently no civic number for the agricultural portion, could be issued.
SDG	No new proposed entranceway on any County Roads. The applicant received conditional approval from the United Counties of Stormont Dundas & Glengarry on June 18, 2025, for Consent Application B-55-25, granted on lands designated as Agricultural Resource Lands as per 8.12.13.3 (7) for a residence surplus to a farming operation.
RRCA & SNRCA	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.
EOHU	No comments submitted.
MTO	No comments submitted.
CP/CN/Via Rail	No comments submitted.
OMAFRA	No comments submitted.
Hydro one, OPG, Bell, Enbridge	No comments submitted.
NG Roads Dept.	No comments submitted.
NG Public Works Dept.	No comments submitted.

NG Fire Dept.	No comments submitted.
NG By-law Dept.	No comments submitted.
NG Building Dept.	<p>The owner does not have to apply for any building permits as there are no accessory buildings on either portion.</p> <p>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.</p>
Planning Act	<p>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.</p> <p>The Planning Act also requires that in making planning decisions Council must have regard for matters of Provincial Interest.</p> <p>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.</p>
Provincial Policy Statement	<p>According to the Provincial Policy Statement (2020) lot creation in prime agricultural areas is discouraged and may only be permitted in certain circumstances.</p> <p>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.</p> <p>The planning authority ensures that new residential dwellings are prohibited on any remnant parcel or farmland created by the severance.</p>
Official Plan	<p>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.</p>
Zoning By-law 39-2000	<p>Compliant with Zoning By-law.</p> <p>Both portions have the required minimum Lot Area, Lot Frontage and all minimum setbacks are met. The existing use to remain is compliant with the permitted uses within the General Agricultural Zones.</p>

Justification	<p>Facilitates appropriate land use compatibility and minimizes land use conflicts. (ACT)</p> <p>Supports sustainable development by promoting a mix of land uses (ACT)</p> <p>Supports efficient land use and development patterns (PPS)</p> <p>Amendment aligns with the general intent and vision of the Official Plan (OP)</p> <p>Enhances the community's character while respecting compatibility with surrounding uses (OP)</p> <p>The proposed use is appropriate and desirable for the site (ZB)</p> <p>Amendment ensures functional site design: adequate access, parking, servicing, etc. (ZB)</p>
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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

Public Meeting of Planning

MINUTES

Monday May 26, 2025

5:45pm

Council Chamber

3720 County Road 34 Alexandria, On.

K0C 1A0

PRESENT: Mayor: Jamie MacDonald
Deputy Mayor: Carma Williams
Councillor (At Large) - Jacques Massie
Councillor (Kenyon Ward) - Jeff Manley
Councillor (Alexandria Ward) - Michael Madden
Councillor: Brian Caddell
Councillor: Gary Martin

ALSO PRESENT: CAO/Clerk - Sarah Huskinson
Director of Building, By-law & Planning - Jacob Rhéaume
Deputy Clerk: Jena Doonan

1. DISCLOSURE OF CONFLICT OF INTEREST

None

2. ACCEPT THE AGENDA (Additions/Deletions)

Resolution No. 1

Moved By: Carma Williams

Seconded By: Jacques Massie

THAT the Council of the Township of North Glengarry accepts the Public Meeting of Planning Agenda of Monday May 26 2025.

Carried

3. RATIFY MINUTES

Resolution No. 2

Moved By: Jacques Massie

Seconded By: Brian Caddell

THAT the Council of the Township of North Glengarry accepts the minutes of the Public Meeting of Planning of Monday May 12 2025.

Carried

4. ZONING AMENDMENTS

Owner: Bourdon & Vallance AG Inc

Location: Kenyon Concession 14 Indian Lands and Kenyon Concession 15 Indian Lands lying East of 14R300, in North Glengarry also known as PIN 67111-0080 to be merged with adjacent parcel of lands known as 18408 Kenyon Concession Road 15 IL, Maxville

Purpose: Stop up, Close and Sell a portion of the Road Allowance between Kenyon Concession 14 Indian Lands and Kenyon Concession 15 Indian Lands lying East of 14R300, in North Glengarry also known as PIN 67111-0080 to be merged with adjacent parcel of lands known as 18408 Kenyon Concession Road 15 IL, Maxville (owned by BOURDON & VALLANCE AG INC).

The clerk 3 times asked for comments from the public in attendance and from members of Council.

No comment were received.

5. OLD BUSINESS

None

6. NEW BUSINESS

None

7. NOTICE OF MOTION

None

8. ADJOURNMENT

Resolution No. 3

Moved By: Brian Caddell

Seconded By: Jeff Manley

THERE being no further business to discuss, the Public Meeting of Planning was adjourned at 6:20 pm.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Committee of Adjustment Hearing

MINUTES

Monday, May 26, 2024, 5:30 pm
Council Chamber
3720 County Road 34
Alexandria, On. K0C 1A0

- PRESENT:

Mayor - Jamie MacDonald
Deputy Mayor - Carma Williams – arrived at 5:36 pm
Councillor (At Large) - Jacques Massie
Councillor (Kenyon Ward) -Jeff Manley
Councillor (Alexandria Ward) - Michael Madden
Councillor: Brian Caddell
Councillor: Gary Martin
- ALSO PRESENT:

CAO/Clerk - Sarah Huskinson
Director of Building, By-law & Planning - Jacob Rhéaume
Deputy Clerk: Jena Doonan

1. DISCLOSURE OF CONFLICT INTEREST

None.

2. ACCEPT THE AGENDA (Additions/Deletions)

Resolution No. 1

Moved By Jeff Manley
Seconded By Jacques Massie

THAT the Council of the Township of North Glengarry accepts the Committee of Adjustment Hearing agenda of Monday, May 26, 2025.

Carried

3. RATIFY MINUTES

Resolution No. 2

Moved By Jacques Massie
Seconded By Brian Caddell

THAT the Council of the Township of North Glengarry accepts the Committee of Adjustment Hearing Minutes of Monday January 13,2025.

Carried

4. MINOR VARIANCES

MV-01-2025

Owner: Yanick LADOUCEUR (Ladouceur Subdivision) – 1000989473 Ontario Inc

Agent: Sarah Boucher – gmad

Location: Kenyon Concession 3, Part Lot 2; 14R6593 Parts 2 to 5

Purpose of application: To seek relief from the Comprehensive Zoning By-law 39-2000 (ZBA Z-10-2020 - RMU zone) to increase the Maximum Building Height from 3 storeys to the proposed 4 storeys (+/- 12m) to permit the construction of five (5) 4 storeys/40-unit apartment buildings; being part of Phase 1 of the proposed Site Plan Development Agreement on the lands.

Resolution No. 3

Moved By: Brian Caddell

Seconded By: Jeff Manley

It is the recommendation of the Planning Department that the Committee of Adjustment approve Minor Variance application MV-01-2025 as submitted.

The clerk asked comments from the public in attendance and from members of Council.

Resident - Heinz Kaswurm - Acknowledges the proposal and adds his perspective, emphasizing that existing rules were developed over time with careful consideration and have been previously approved to guide future decisions. A petition signed by 166 residents opposing the proposed variance, which would allow residential buildings over three stories in Alexandria, particularly on County Road 43 in the case of the Ladoucer development was submitted to Mayor and Council through the Deputy Clerk.

Heinz asked a question regarding septic as there was a discussion about septic system options, specifically whether a private septic system could be installed. Further stating he felt it was not clearly stated in the report.

Chief Building, Planning and By-law Official – Jacob Rheume - clarified that connection to the municipal system is required, and a private system is not an option.

Mr. Rheume noted that if a property is outside the settlement boundary, then a private system may be necessary and clarified that the development is within the settlement boundary.

Clerk asked two more times for additional comments from public in attendance and from members of Council.

Deputy Mayor – Carma Williams – Asked for a clarification regarding the previous statement. Deputy Mayor Williams further emphasized the urgent need for growth and affordable housing, noting that the era of only building single-family homes is over. Densification, including buildings up to four stories, is necessary to reduce costs and create affordable options, urging the community to adopt a more open-minded and positive attitude toward development if they want North Glengarry to prosper.

No other questions or comments were received

Carried

MV-02-2025 – By-law No. 04-2010 (outdoor Burning Appliance)

Owner: Marcel Ladoucer

Location: 3811 County Road 45, Alexandria, ON
Kenyon Concession 2, Part Lot 3; 14R5935 Parts 1 to 3

Purpose of application: To seek relief from By-law No. 04-2010 Section 3 for a reduction in the minimum acreage required for the installation of an outdoor burning appliance from the required 3 acres to the existing 1.97 acres and to seek relief from By-law No. 04-2010 Section 3 (i) for a reduction in the minimum required setback to all property lines from the required 46m to the proposed 20m; To accommodate the proposed installation of an outdoor solid fuel combustion appliances on the North side of an existing accessory building By-law No. 04-2010 (being a by-law to regulate outdoor solid fuel combustion appliances).

Resolution No. 4

Moved By: Jeff Manley

Seconded By: Michael Madden

It is the recommendation of the Planning Department that the Committee of Adjustment approve Minor Variance application MV-02-2025 as submitted.

The clerk asked comments from the public in attendance and from members of Council.

Resident/representative for neighbour Property – Scott McCormick- spoke on behalf of his mother, Mary McCormack, who lives adjacent to the property in question. He raised several concerns regarding a zoning bylaw variance application. Stating that application does not comply with the purpose of the zoning bylaw, which is to protect neighbors from pollution, fire risks, and forest damage. He emphasized that his mother's forested property lies within the 20-meter setback meant for protection. He questioned fire safety and nuisance risks, noting uncertainty about whether the area would be monitored or managed. Further mentioning that he only received notice of the meeting a week prior, leaving limited time to prepare his objections thoroughly. Lastly, asking asked for Council to vote against the proposal, or to consider a deferral in order to gather more information.

Clerk asked two more times for additional comments from public in attendance and from members of Council.

No other questions or comments were received

Defeated

MV-03-2025

Owner: Tyler & Jennifer Wray (Mike Wray)

Location: 20340-20342 Laggan-Glenelg Road (County Road 24), Dalkeith, ON
Concession 6, Part Lot 38; 14R5315 Part 1

Purpose of application: To seek relief from the Comprehensive Zoning By-law 39-2000 Section 11.2 (2)(c) for a reduction in the Front Yard (North) Depth minimum setback from the minimum required 15m (from County Road 24) to the proposed 9m to the building foundation for a new attached garage.

- Chief Building Official Jacob Rheaume ask the Mayor and Council for a deferral to a subsequent meeting as all required approvals have not been received due to a miscommunication between the owner, Counties and the Township.

5. OLD BUSINESS

N/A

6. NEW BUSINESS

N/A

7. NOTICE OF MOTION

N/A

8. ADJOURNMENT

Resolution No. 6

Moved By Gary Martin

Seconded By Carma Williams

THERE being no further business to discuss the Committee of Adjustment Hearing was adjourned at 6:09 pm.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 29-2025
FOR THE YEAR 2025**

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 Monday September 8, 2025, 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 8th day of September 2025.

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 29-2025, duly adopted by the Council of the Township of North Glengarry on the 8th day of September 2025

Certified CAO/Clerk / Deputy Clerk

_____ **Date**