

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

Monday, February 12, 2024, 6:00 p.m.

Council Chamber

3720 County Road 34

Alexandria, On. K0C 1A0

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

- 1. CALL TO ORDER**
- 2. DECLARATIONS OF PECUNIARY INTEREST**
- 3. ACCEPT THE AGENDA (Additions/Deletions)**
- 4. ADOPTION OF PREVIOUS MINUTES**
  - a. Special Meeting of Council - January 29, 2024
  - b. Regular Meeting of Council - January 29th, 2024
- 5. DELEGATION(S)**
- 6. STAFF REPORTS**
  - a. Administrative Department
    1. By-law 09-2024 to delegate signing authority for the Community Emergency Preparedness Grant
  - b. Community Services Department
    1. CIP Application – 69 St Paul Street, Alexandria ON
  - c. Public Works Department
    1. Patching Hot Box Trailer
    2. Waterworks 2024 Planning
    3. Award of Public Works Unit Replacements
- 7. UNFINISHED BUSINESS**
- 8. CONSENT AGENDA**
  - a. RRCA Board Meeting Highlights - January 18, 2024
  - b. RRCA Forestry Update - February 2, 2024
- 9. NEW BUSINESS**

**10. NOTICE OF MOTION**

Next Regular Public Meeting of Council

February 26th, 2024 6:00 p.m. in the Council Chambers, 3720 County Road 34, Alexandria, Ontario.

Note: Meetings are subject to change or cancellation.

**11. QUESTION PERIOD**

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

**12. CLOSED SESSION BUSINESS**

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 adopt the minutes of the Municipal Closed Session of Council for November 27th 2024 and December 11th 2024

**13. CONFIRMING BY-LAW**

- a. Bylaw No. 10-2024

**14. ADJOURN**

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

**Special Meeting of Council-Fowler Danis Drain**

**Monday, January 29, 2024, 4:45 p.m.**

**Council Chamber**

**3720 County Road 34**

**Alexandria, On. K0C 1A0**

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

**ALSO PRESENT:** CAO/Clerk: Sarah Huskinson  
Treasurer & Director of Finance: Zoe Bougie

**Others Present** Deputy Clerk: Jena Doonan  
Manager of Environmental Services: Dean McDonald

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

**Resolution No. 1**

**Moved By:** Carma Williams

**Seconded By:** Brian Caddell

**THAT** the Council of the Township of North Glengarry accepts the agenda of the Special Meeting of Council on Monday January 29, 2024

**Carried**

- 4. ADOPTION OF PREVIOUS MINUTES**
- 5. DELEGATION(S)**
- 6. STAFF REPORTS**

**a. Public Works**

**1. Fowler Danis Drain Preliminary Engineer's Report**

Lorne Franklin of Robinson Consultants Inc. delivered a presentation requesting that council consider the preliminary engineer's findings on the Fowler Danis Municipal Drain.

**Resolution No. 2**

**Moved By:** Brian Caddell

**Seconded By:** Gary Martin

**THAT** the Council of the Township of North Glengarry receives Staff Report PW-2024-03 Fowler Danis Drain Preliminary Engineer's Report; and

**THAT** Council accepts the Preliminary Engineer's Report prepared by Robinson Consultants; and

**THAT** Council does not proceed to a final Engineer's Report.

**Carried**

- 7. UNFINISHED BUSINESS**
- 8. CONSENT AGENDA**
- 9. NEW BUSINESS**
- 10. NOTICE OF MOTION**
- 11. QUESTION PERIOD**
- 12. CLOSED SESSION BUSINESS**
- 13. CONFIRMING BY-LAW**
- 14. ADJOURN**

**Resolution No. 3**

**Moved By:** Jacques Massie

**Seconded By:** Jeff Manley

**THERE** being no further business to discuss, the meeting was adjourned at 5:17 p.m.

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CAO/Clerk/Deputy Clerk

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Mayor/Deputy Mayor

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

**Regular Meeting of Council**

**Monday, January 29, 2024, 6:00 p.m.**

**Council Chamber**

**3720 County Road 34**

**Alexandria, On. K0C 1A0**

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

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

- 1. CALL TO ORDER**
- 2. DECLARATIONS OF PECUNIARY INTEREST**

**Resolution No. 1**

**Moved by:** Jacques Massie

**Seconded by:** Michael Madden

**THAT** the Council of the Township of North Glengarry accepts the agenda of the Regular Meeting of Council on January 29th 2024.

**Carried**

- 4. ADOPTION OF PREVIOUS MINUTES**

**Resolution No. 2**

**Moved by:** Carma Williams

**Seconded by:** Jeff Manley

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

Regular Meeting of Council - December 11, 2023

Special Closed Session of Council - December 11, 2023

Special Meeting of Council (Budget) - January 18, 2024

**Carried**

5. **DELEGATION(S)**

6. **STAFF REPORTS**

a. Administrative Department

1. Appointment of Treasurer

**Resolution No. 3**

**Moved by:** Brian Caddell

**Seconded by:** Gary Martin

**THAT** Council of the Township of North Glengarry receives Staff Report AD-2024-01 as a report to appoint a Municipal Treasurer; and,

**THAT** Council adopt by-law 02-2024 being a by-law for the appointment of a Treasurer and that by-law 02-2024 be read a first, second, third time and enacted in Open Council this 29<sup>th</sup> day of January 2024.

**Carried**

b. Community Services Department

1. Summer Employment Opportunities Program

**Resolution No. 4**

**Moved by:** Gary Martin

**Seconded by:** Brian Caddell

**THAT** the Council of the Township of North Glengarry receives Staff Report CS-2024-01 for information purposes only.

**Carried**

2. Cost breakdown of activities and overtime

**Resolution No. 5**

**Moved by:** Jeff Manley

**Seconded by:** Carma Williams

**THAT** the Council of the Township of North Glengarry receives staff report CS-2024-01 for information purposes only.

**Carried**

c. Treasury Department

1. Temporary Borrowing By-Law 01-2024

**Resolution No. 6**

**Moved by:** Michael Madden

**Seconded by:** Jacques Massie

**THAT** the Council of the Township of North Glengarry receives Staff Report No. TR-2024-01, Temporary Borrowing By-Law 01-2024; and

**THAT** the Council of the Township of North Glengarry adopt By-Law 01-2024 being a by-law to authorize temporary borrowing from time to time during the fiscal year ending December 31, 2024 and that by-law 01-2024 be read a first, second, third time and enacted in Open Council this 29<sup>th</sup> day of January 2024.

**Carried**

2. Amending User Fees and Charges By-law 03-2024

**Resolution No. 7**

**Moved by:** Carma Williams

**Seconded by:** Michael Madden

**THAT** the Council of the Township of North Glengarry receives Staff Report No. TR-2024-02 Amending User Fees and Charges By-law 03-2024; and

**THAT** the Council of the Township of North Glengarry receives By-law 03-2024, being a by-law to amend the User Fees and Charges for the Township of North Glengarry; and that By-law 03-2024 be read a first, second, and third time in open Council this 29<sup>th</sup> day of January 2024.

3. Tile Drainage Loan and Rating By-law 04-2024

**Resolution No. 8**

**Moved by:** Brian Caddell

**Seconded by:** Jeff Manley

**THAT** the Council of the Township of North Glengarry approves the application for a tile drainage loan for roll number 0111 011 01197000.0000 in the amount of \$43,200; and

**THAT** the Council of the Township of North Glengarry adopts By-law 04-2024 being a rating By-law to impose special annual drainage rates upon land in respect of which money is borrowed under the Tile Drainage Act; and that By-law 04-2024 be read a first, second and third time in open Council this 29<sup>th</sup> day of January 2024.

**Carried**

4. 2024 Budget Approval

**Resolution No. 9**

**Moved by:** Gary Martin

**Seconded by:** Carma Williams

**THAT** the Council of the Township of North Glengarry receives staff report TR2024-05; and

**THAT** the Council of the Township of North Glengarry adopts the 2024 Operating and Capital Budgets, as amended at the January 18, 2024 budget meeting, with a net municipal tax levy requirement of \$6,851,142 as noted in the attached document.

**Carried**

- 5. Pumper Fire Truck Borrowing By-law 05-2024

**Resolution No. 10**

**Moved by:** Michael Madden

**Seconded by:** Jeff Manley

**THAT** the Council of the Township of North Glengarry receives Staff Report TR-2024-04, Pumper Fire Truck Borrowing By-law 05-2024; and

**THAT** By-Law 05-2024, being a By-law to authorize the borrowing of funds for financing of capital (pumper truck); be read a first, second and third time and adopted in open Council on this 29th day of January 2024

**Carried**

- d. Planning/Building & By-law Enforcement Department

- 1. Zoning By-law Amendment No. Z-17-2023

**Resolution No. 11**

**Moved by:** Jeff Manley

**Seconded by:** Brian Caddell

**THAT** the Council of the Township of North Glengarry adopt Zoning By-Law No. Z-17-2023;and

**THAT** By-law No. Z-17-2023 be read a first, second, third time and enacted in Open Council this 29th day of January, 2024.

**Carried**

- 2. BY-LAW No. 06-2024 Exemption from Part Lot Control

**Resolution No. 12**

**Moved by:** Jacques Massie

**Seconded by:** Michael Madden

**THAT** the Council of the Township of North Glengarry adopts Part Lot Control By-Law No. 06-2024; and

**THAT** by-law 06-2024 be read a first, second and third time and enacted in Open Council this 29<sup>th</sup> day of January 2024.

**Carried**



3. Road Widening By-law No. 07-2024

**Resolution No. 13**

**Moved by:** Michael Madden

**Seconded by:** Brian Caddell

**THAT** the Council of the Township of North Glengarry adopt by law # 07-2024 being a by law to acquire and dedicate a portion of a property for road widening purposes; and

**THAT** By-law No. 07-2024 be read a first, second, third time and enacted in Open Council this 29th day of January, 2024

**Carried**

e. Public Works Department

1. 2023 Drinking Water System Management Review

**Resolution No. 14**

**Moved by:** Carma Williams

**Seconded by:** Jeff Manley

**THAT** the Council of the Township of North Glengarry receive staff report PW-2024-01 2023 Drinking Water System Management Review for information purposes only.

**Carried**

2. EV Charge Ontario Grant Application

**Resolution No. 15**

**Moved by:** Gary Martin

**Seconded by:** Carma Williams

**THAT** the Council of the Township of North Glengarry receives staff report PW-2024-02 EV Charge Ontario Grant Application; and

**THAT** the Council of the Township of North Glengarry authorizes the Director of Public Works to apply for the EV ChargeON Program 2023-24 grant on or before January 31<sup>st</sup>, 2024.

**Carried**

- 7. UNFINISHED BUSINESS
- 8. CONSENT AGENDA
- 9. NEW BUSINESS
- 10. NOTICE OF MOTION
- 11. QUESTION PERIOD
- 12. CLOSED SESSION BUSINESS

**13. CONFIRMING BY-LAW**

**Resolution No. 16**

**Moved by:** Brian Caddell

**Seconded by:** Gary Martin

**THAT** Council of the Township of North Glengarry adopts by-law 08-2024 being a by-law to adopt, confirm and ratify matters dealt with by Resolution; and

**THAT** By-law 08-2024 be read a first, second, third time and enacted in Open Council this 29th day of January 2024.

**Carried**

a. By-law 08-2024

**14. ADJOURN**

**Resolution No. 17**

**Moved by:** Jeff Manley

**Seconded by:** Jacques Massie

**THERE** being no further business to discuss, the meeting was adjourned at 7:10 p.m.

**Carried**

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CAO/Clerk/Deputy Clerk

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Mayor/Deputy Mayor



## **STAFF REPORT TO COUNCIL**

**Report No: AD-2024-02**

**February 12, 2024**

From: Sarah Huskinson – Chief administrative Officer

RE: By-law 09-2024 to delegate signing authority for the Community Emergency Preparedness Grant

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### **Recommended Motion:**

THAT Council receives staff report AD-2024-02; and

THAT Council approves By-law 09-2024, being a by-law to delegate signing authority to the Chief Administrative Officer to authorize the signing of the Community Emergency Preparedness Grant (CEPG) application and other documents related to grant which binds the municipality to the Province.

### **Background / Analysis:**

On November 13, 2023, Council directed staff to apply to the Community Emergency Preparedness Grant (CEPG) to subsidize the installation of a generator at the Glengarry Sports Palace. If successful, the maximum total CEPG grant amount would be \$50,000 towards this project.

The application was filed on November 29, 2023. To our knowledge, the application is going through the usual review process.

On January 30, 2024, staff received an advisory from the Emergency Management Ontario - Treasury Board Secretariat indicating that they are seeking formal notification in the form of a delegation by-law that would authorize the individual acting as the applicable municipal authority to also have the ability to bind the municipality to the grantor of the Community Emergency Preparedness Grant.

Once approved by Council, By-law 09-2024 would be uploaded through the Transfer Payment Ontario (TPON) portal, completing this additional requirement.

### **Alternatives:**

Option 1 – Recommended – That Council authorizes By-law 09-2024.

**OR**

Option 2 – Not Recommended – That Council declines approving the by-law.

**Financial Implications:**

None

**Attachments & Relevant Legislation:**

By-law 09-2024 – Delegation of Signing Authority for the Community Emergency Preparedness Grant.

**Others Consulted:**

Zoe Bougie – Director of Finance

Anne Leduc – Director of Community Services

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

BY-LAW NO. 09-2024

**BEING** a by-law to delegate signing authority to the Chief Administrative Officer for the Community Emergency Preparedness Grant.

**WHEREAS** Section 23.1 of the *Municipal Act*, 2001, S.O. 2001, c.25 authorizes a municipality to delegate its powers and duties to a person or body, subject to certain restrictions; and

**WHEREAS** Section 23.1, Subsection 2 (5) of the *Municipal Act*, a delegation may be made subject to such conditions and limits as the council of a municipality considers appropriate; and

**WHEREAS** Section 224 (d) of the *Municipal Act*, as amended, states that it is the role of a municipal council to ensure that administrative practices and procedures are in place to implement the decision of Council;

**NOW THEREFORE BE IT ENACTED BY THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY AS FOLLOWS:**

That the Council for the Corporation for the Township of North Glengarry hereby delegates to the Chief Administrative Officer the authority to sign the Community Emergency Preparedness Grant (CEPG) application and other documents related to grant which binds the municipality to the Province.

**READ** a first, second, third time and enacted in Open council this 12th day of February, 2024

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

\_\_\_\_\_  
Mayor

I hereby certify this to be a true copy of By-law 26-2023, and that such by-law is in full force and effect.

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

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



## STAFF REPORT TO COUNCIL

Report No: CS-2024-05

February 12, 2024

From: Anne Leduc – Director of Community Services &  
Natalie Charette – Economic Development and Communications Officer

RE: CIP Application – 69 St Paul Street, Alexandria ON

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### Recommended Motion:

THAT Council receives Staff Report CS-2024-05; and

THAT Council approves the Community Improvement Plan Project at 69 St Paul Street Alexandria, Ontario, as submitted by the Executive Director, Diane Dupuis, delegated signing authority.

- Program B – Building Improvement Grant representing a matching grant of 50% up to a maximum of \$7,500.00 for two façades visible from the street.
- Program E – Building Permit Grant representing a grant equal to 100% of the eligible building permit fees to a maximum of \$713.87.

Total Grants: \$8,213.87

### Background / Analysis:

The Palace Retirement Community is a prestige four level home with charm and history. Located across from St Finnans Catholic church built in 1890 and served originally as the Bishop's house. The property was then purchased by the Lafontaine Lodge and turned into a Retirement home. In 2001 an expansion was added to the century home, creating a space with a total of 12,800 square feet.

The Palace has a total of 32 apartments throughout the top three floors, and the lower level has the common areas such as living, dining, laundry, medical and a staff room. There are three different apartment styles: studio, semi-formal, and formal apartment. The only income the Palace receives comes from the renting of apartments. They require staff on site 24 hours a day, 365 days a year. The owners strive to maintain the upkeep of this century home, however, they are trying to accomplish further renovations, which includes the painting of their wrap around porch, including the exterior of the building above the porch.

The Arts, Culture and Heritage Committee ("ACHC") met on February 5, 2024 to review the CIP project at 69 St Paul Street in Alexandria, as proposed by the delegated signing authority, Diane Dupuis, towards the works described below. The ACHC recommends this project to Council.

**Program B – Program B provides a matching grant of 50% up to \$7,500.00**

- Applicant was initially able to obtain two quotes for the works to be completed, however after speaking with the Chief Building Official, the applicant had to adjust the height of the railings which meant they needed to go out for a new quote. The first two quotes took a few months to obtain, and they were pressed for time for the new quote, which they were able to get within a week.
- Scrape and paint (white) the front deck ceiling, columns, eaves, soffit and floor.
- Scrape and paint (white) the rear veranda.
- Remove the aluminum framework that had once housed a screen and install new aluminum railing at 42" high.
- Replace existing railing with 42" pickets and posts.
- Remove and replace the lattice across the front and west with white vinyl lattice
- Install RX sheeting and siding at the back office, replacing the grey paint.

**Program E – Building Permit Grant - Representing a grant equal to 100% of the eligible building permit fees to a maximum of \$713.87**

- To assist with the cost of the building permit
- Institutional Renovations and Repairs

Estimated value of the improvements

| Contractors                            | Element                                                                                                                                                                                                                                                                                                                                                                  | \$ before tax      | 50%                     | Eligible          |
|----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-------------------------|-------------------|
| <b><u>All Labour and Materials</u></b> |                                                                                                                                                                                                                                                                                                                                                                          |                    |                         |                   |
| Raymond<br>Gareau<br>Renovation        | Scrape and paint front deck ceiling, eaves, soffit, and floor.<br>Scrape and paint rear veranda.<br>Remove aluminum framework and install new aluminum railing at 42" height.<br>Replace existing railing with 42" pickets and posts.<br>Remove and replace lattice in the front and west side with vinyl lattice.<br>Install RX sheeting and siding to the back office. | \$36,159.60        | \$18,079.80             | Yes               |
| <b><u>Building Permit Fee</u></b>      |                                                                                                                                                                                                                                                                                                                                                                          |                    | 100% Max<br>of \$750.00 |                   |
| North<br>Glengarry<br>Building Dept.   | Institutional Renovations / Repairs = \$150 +<br>\$13.80/\$1000 construction value = \$713.87<br>PLUS the performance deposit of \$500.00                                                                                                                                                                                                                                | \$713.87           | \$713.87                | Yes               |
|                                        | <b>TOTAL Eligible Expenses</b>                                                                                                                                                                                                                                                                                                                                           | <b>\$36,873.47</b> | <b>\$18,793.67</b>      | <b>\$8,213.87</b> |

The estimated total cost of the project is \$36,873.47

**Current Photos of the Property**  
**Front of the 69 St Paul Street – The Palace**



- The railings are currently not adhering to building code requirements, and they will all need to be replaced.
- The columns, stairs, decking and ceiling will be scraped and repainted all white.
- The lattice around the bottom of the veranda will be replaced with a white vinyl lattice.

**West Side of 69 St Paul Street – The Palace**



- The aluminum framework were once part of a screenroom, they will be removed and the new railing will be extended and installed.
- The columns, floor and ceiling will be scraped and repainted in white.
- The lattice will be replaced with white vinyl lattice.



### **West and North Side of 69 St Paul Street – The Palace**



- Install RX insulation on the back office pictured above, and cover the grey with white vinyl siding to match the rest of the white paint and lattice.

### **Rear Veranda – Not Seen From the Street – The Palace**



- The rear veranda was included in the complete works for the project, but it does not qualify for the CIP as it is not visible from the street. This portion of the project is much smaller in comparison to the rest of the veranda, however the owners want to ensure it is completed at the same time as the rest of the works.
- The veranda will be scraped and painted white to match the others, the railings will remain the same as they are not being touched and are able to be grandfathered in.

**Alternatives:**

**Option 1: Recommended** – That Council approves the Community Improvement Plan Project at 69 St Paul Street, Alexandria, Ontario, as submitted by the Executive Direct and delegated signing authority, Diane Dupuis.

- Program B – Building Improvement grant representing a matching grant of 50% up to a maximum of \$7,500.00.
- Program E – Building Permit Fee Grant representing a matching grant of 100% up to a maximum of \$713.87.

Total Grants: \$8,213.87

**Or**

**Option 2: Not recommended** – THAT Council does not recommend this project.

**Financial Implications:**

Council has approved the 2024 budget which allocates funds for the Community Improvement Plan Program.

A \$8,213.87 grant derived from GL 1-4-1950-3702 would be attributed to the Community Improvement Plan project for the property located at 69 St Paul Street, Alexandria.

**Attachments & Relevant Legislation:**

Reference: Township of North Glengarry Community Improvement Plan

**Others Consulted:**

Zoe Bougie – Director of Finance

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk



## STAFF REPORT TO COUNCIL

Report No: PW-2023-05

February 12, 2024

From: Timothy Wright, Director of Public Works

RE: Patching Hot Box Trailer

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### Recommended Motion:

THAT Council receives staff report PW-2024-05 Patching Hot Box Trailer

AND THAT Council authorizes the purchase of a Patching Hot Box Trailer from INSTA-MIX in the amount of \$51,790.00 + HST

### Background / Analysis:

One of the homemade patch trailers being used by the rural roads team has reached the end of its service life and is due for replacement. The trailer has been locked out and can no longer be used as it is unsafe. As part of the roads' foundations program instead of creating another homemade patching trailer, Public Works recommends the purchase of a patching hot box trailer.

This piece of equipment will allow for the use of less expensive hot mix material that provides a higher quality, longer lasting patch. This trailer is set up to utilize a better workflow than is possible with the current equipment, especially combined with the heat lance and compressor that was purchased last year.

### Alternatives:

N/A

### Bid Analysis and Financial Implications:

| Bidder    | Price (excluding HST) |
|-----------|-----------------------|
| INSTA-MIX | \$51,790.00           |
| AMACO     | \$69,375.00           |

This is a budgeted expense of \$52,000 from the equipment capital budget.

### Attachments & Relevant Legislation:

KM International specifications sheet and product information



**Others Consulted:**

Michel Cuerrier, Manager of Transportation

Robbie Smeall, Roads Foreman - Rural

Kelly McIntee, Roads Foreman - Rural

Brian Cameron, Roads Foreman - Urban

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Reviewed and approved by:

Sarah Huskinson, CAO/Clerk

# KM 8000T ASPHALT HOTBOX RECLAIMER

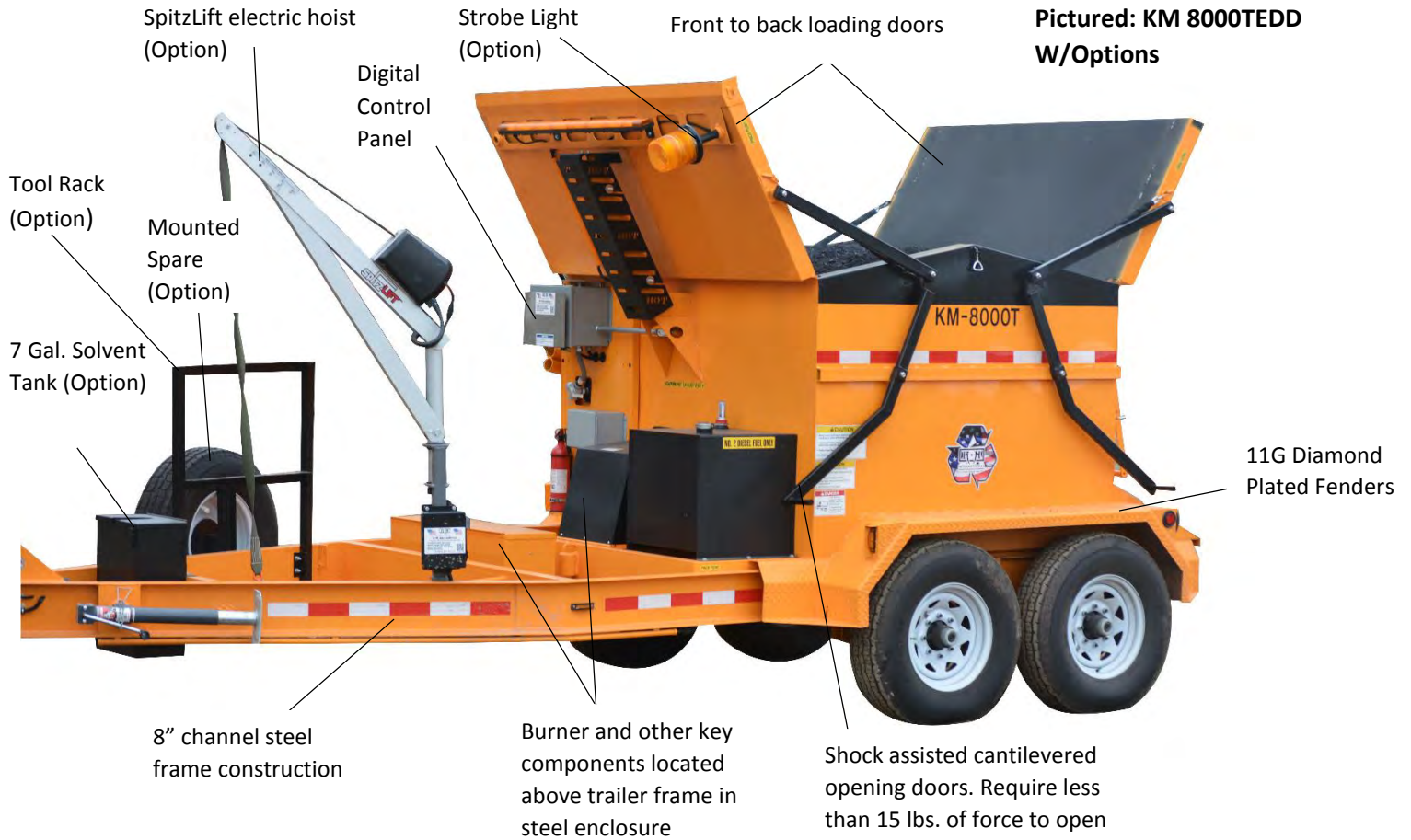


## Innovative Asphalt Maintenance Solutions



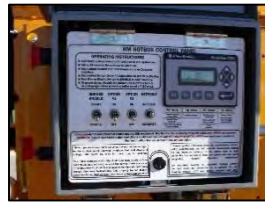
The KM 8000T is a 4 ton hotbox reclaimer that allows the user to maintain hot mix asphalt (HMA) or cold patch material at a workable temperature for up to 48 hours for transportation and use, or reclaim bulk stored un-compacted virgin mix overnight (8-10 hours). KM International offers several options allowing you to customize your hotbox reclaimer to fit your exact needs and specifications.





| Specifications  | KM 8000T Hotbox Reclaimer                                                                               |
|-----------------|---------------------------------------------------------------------------------------------------------|
| Capacity        | 8,000 Lbs.                                                                                              |
| Heating Element | 105,000BTU Diesel Burner<br>60,000 BTU Propane Burner                                                   |
| Construction    | All triple welded steel, 16G Skin and 12G asphalt compartment                                           |
| Dump (Optional) | 52° Hydraulic scissor hoist<br>16,000LB lifting capacity                                                |
| Filling Doors   | Two insulated lids                                                                                      |
| Shovel Doors    | Two insulated doors on sliding track design. 17"W x 21"L                                                |
| Dimensions      | 216" x 96" x 84"                                                                                        |
| Axles           | Dual 7,000lb leaf spring axles                                                                          |
| Weight          | 4,450Lbs.                                                                                               |
| Lighting        | LED Lighting                                                                                            |
| Warranty        | 2 years on parts and workmanship<br>5 year of trailer frame structure                                   |
| Options         | Spare tire, Solvent Tank, Tack Tank, Strobe Light, Arrow Board, Winch and Davit, Torch, Spray Tack Unit |

For full specifications or pricing contact KM International or an Authorized Dealer



Diesel control panel utilizes PLC and HMI digital control system. Control panel has 168 hour (7 day) on delay timer and low temp thermostat.



Burner and other key components are located above trailer frame and in steel enclosure. By locating the burner above the trailer frame it is protected from road debris and grime, resulting in a low overall maintenance cost.



Dual shovel doors making it easy for two people to shovel at once.

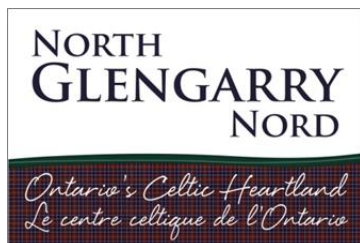
**Toll Free: 800-492-1757**

**Website: [www.kminternational.com](http://www.kminternational.com)**



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**Your KM International Dealer Is:**



## STAFF REPORT TO COUNCIL

Report No: PW-2024-04

February 12, 2024

From: Timothy Wright, Director of Public Works

RE: Waterworks 2024 Planning

### Recommended Motion:

THAT Council accepts staff report PW-2024-04 Waterworks Planning

AND THAT Council approves the budget transfers in table one (1)

### Background / Analysis:

To facilitate the smooth operation of the Waterworks operations in 2024 the following capital adjustments are recommended:

These adjustments are:

| CAPITAL ITEM                    | CURRENT      | ADJUSTMENT   | FINAL        |
|---------------------------------|--------------|--------------|--------------|
| Meter Stations (Flow meter)     | \$100,000.00 | -\$62,000.00 | \$38,000.00  |
| Watermain refurbishment program | \$225,000.00 | \$162,758.00 | \$387,758.00 |
| Replacement of Unit 75          | \$0.00       | \$50,000.00  | \$50,000.00  |
| Adjustment total                | \$325,000.00 | \$150,758.00 | \$475,758.00 |

Table 1

### Meter Stations (Flow Meter)

This capital item is focused on the purchase of correlation equipment to be able to find leaks in the water system and stop water loss. Public Works is confident that we can make the purchase we need for the new budget amount.

### Watermain Refurbishment Project

This capital item is for the open cut replacement and refurbishment of the Dominion St watermain between Gernish St and Peel St. The full budgetary estimate can be found in Appendix A and will be a project where the Township intends to act as the general contractor to reduce overhead costs and operate on unit rates with subcontractors.

This type of project is only intended to take place once every two years, one year for planning and one for execution. If this project is progressing well and we are projecting that there is sufficient time to carry out more work by the end of 2024 a report will come back to council midyear to further increase this



budget to also complete the section of Derby St between main street and Dominion. It would be ideal to do this work while the forces are mobilized to keep mobilization costs down and efficiently use waterworks manpower.

### **Replacement of Unit 75**

Unit 75 is a half-ton pickup that was scheduled for replacement in 2024, it is ten years old with 265,000km. The unit is very much in need of replacement as it is burning oil, and the operators need to top up the oil in between changes.

### **Financial Implications:**

\$150,758.00 from the water reserves to be replaced in 2025. The Watermain refurbishment program is intended to work on a bi yearly cycle so that public works conducts a year of planning and then a year of implementation. So, the intent is to transfer the additional funds requested by the program to reserve in 2025 in lieu of physical work in that year. There are also revenue implications from the sale of unit 75.

### **Alternatives:**

Complete water main replacements in smaller sections while paying a premium for additional mobilizations.

### **Attachments & Relevant Legislation:**

Appendix A 2024 Dominion St Water Main Replacement Budgetary Estimate  
Unit 75 Photos

### **Others Consulted:**

Dean McDonald, Environmental Services Manager  
Zoe Bougie, Treasurer

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Reviewed and Approved by:  
Sarah Huskinson, CAO/Clerk

| <b>Appendix A Cost Estimate</b>           | <b>Units</b> | <b>Cost/unit</b> |
|-------------------------------------------|--------------|------------------|
| Dominion Gernish to Peel st cost estimate |              |                  |
|                                           |              |                  |
|                                           |              |                  |
| <b>Item</b>                               | <b>Units</b> | <b>cost/unit</b> |
|                                           |              |                  |
| 150mm pipe                                | 220          | \$ 58.00         |
| hydrant                                   | 1            | \$ 3,800.00      |
| anodes                                    | 6            | \$ 127.00        |
| 150mm valve                               | 2            | \$ 795.00        |
| service saddles 3/4"                      | 21           | \$ 52.00         |
| service saddles 1"                        | 4            | \$ 86.00         |
| tee                                       | 2            | \$ 160.00        |
| 150mm retainers                           | 9            | \$ 70.00         |
| valve boxes                               | 2            | \$ 275.00        |
| 1" waterline                              | 8            | \$ 150.00        |
| 3/4" waterline                            | 21           | \$ 150.00        |
| main stops 3/4"                           | 21           | \$ 75.00         |
| main stops 1"                             | 4            | \$ 118.00        |
| ss rod                                    | 21           | \$ 52.00         |
| line posts                                | 21           | \$ 52.00         |
| curb stop 3/4"                            | 21           | \$ 83.00         |
| curb stop 1"                              | 4            | \$ 105.00        |
| insulation                                | 120          | \$ 60.00         |
| sewer repairs                             |              |                  |
| overland                                  | 1            | \$ 2,500.00      |
| Granular A 5/8"                           | 1800         | \$ 14.00         |
| Granular B 3"                             | 1400         | \$ 14.00         |
| sidewalks                                 | 140          | \$ 140.00        |
| paving                                    | 344          | \$ 190.00        |
| Engineering                               | 75           | \$ 200.00        |
| Compaction Roller                         | 2            | \$ 1,500.00      |
| Site Saftey + Sanitation                  | 1            | \$ 4,000.00      |
|                                           |              |                  |
| contingency @10%                          |              |                  |
|                                           |              |                  |
| <b>total material</b>                     |              |                  |
|                                           |              |                  |
| <b>in house staff</b>                     |              |                  |
|                                           |              |                  |
| hy hoe                                    |              |                  |
| backhoe                                   |              |                  |
| in house tandem                           |              |                  |
| in house tandem                           |              |                  |
| foreman                                   |              |                  |

|                           |     |           |
|---------------------------|-----|-----------|
| labourer                  |     |           |
| labourer                  |     |           |
| student                   |     |           |
|                           |     |           |
| <b>total in house</b>     |     |           |
|                           |     |           |
|                           |     |           |
| <b>contractor</b>         |     |           |
|                           |     |           |
| 16 ton hyhoe              | 250 | \$ 135.00 |
| backhoe                   | 250 | \$ 110.00 |
| tri axle                  | 250 | \$ 115.00 |
| foreman                   | 250 | \$ 85.00  |
| pipe layer                | 250 | \$ 80.00  |
| labourer                  | 250 | \$ 65.00  |
| labourer                  | 250 | \$ 65.00  |
| plate packer              | 20  | \$ 300.00 |
| Compaction testing        | 3   | \$ 600.00 |
|                           |     |           |
| <b>Total contractor</b>   |     |           |
|                           |     |           |
| <b>Total cost project</b> |     |           |
|                           |     |           |
|                           |     |           |
|                           |     |           |

| total cost        | Tally         |
|-------------------|---------------|
|                   |               |
|                   |               |
|                   |               |
| <b>total cost</b> |               |
|                   |               |
| \$ 12,760.00      |               |
| \$ 3,800.00       |               |
| \$ 762.00         |               |
| \$ 1,590.00       |               |
| \$ 1,092.00       |               |
| \$ 344.00         |               |
| \$ 320.00         |               |
| \$ 630.00         |               |
| \$ 550.00         |               |
| \$ 1,200.00       |               |
| \$ 3,150.00       |               |
| \$ 1,575.00       |               |
| \$ 472.00         |               |
| \$ 1,092.00       |               |
| \$ 1,092.00       |               |
| \$ 1,743.00       |               |
| \$ 420.00         |               |
| \$ 7,200.00       |               |
| \$ 2,500.00       |               |
| \$ 2,500.00       |               |
| \$ 25,200.00      |               |
| \$ 19,600.00      |               |
| \$ 19,600.00      |               |
| \$ 65,360.00      |               |
| \$ 15,000.00      |               |
| \$ 3,000.00       |               |
| \$ 4,000.00       |               |
| \$ 196,552.00     |               |
| \$ 19,655.20      |               |
|                   |               |
|                   | \$ 216,207.20 |
|                   |               |
|                   |               |
|                   |               |
| \$ -              |               |
| \$ -              |               |
| \$ -              |               |
|                   |               |
| \$ -              |               |

|              |               |
|--------------|---------------|
| \$ -         |               |
| \$ -         |               |
| \$ -         |               |
|              |               |
|              | \$ -          |
|              |               |
|              |               |
|              |               |
|              |               |
| \$ 33,750.00 |               |
| \$ 27,500.00 |               |
| \$ 28,750.00 |               |
| \$ 21,250.00 |               |
| \$ 20,000.00 |               |
| \$ 16,250.00 |               |
| \$ 16,250.00 |               |
| \$ 6,000.00  |               |
| \$ 1,800.00  |               |
|              |               |
|              | \$ 171,550.00 |
|              |               |
|              | \$ 387,757.20 |
|              |               |
|              |               |
|              |               |







265020 km



## STAFF REPORT TO COUNCIL

Report No: PW-2023-06

February 12, 2024

From: Timothy Wright, Director of Public Works

RE: Award of Public Works Unit Replacements

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### Recommended Motion:

THAT Council receives staff report PW-2024-06 Award of Public Works Unit Replacements

AND THAT Council authorizes the purchase of three (3) unit replacements from Surgenor Ottawa in the amount of \$49,880 + HST each

### Background / Analysis:

Two units from the Roads Department and one unit from the Waterworks Department are due for replacement this year. Two responses were received in response to the request for quotation. The quotation placed an emphasis on quoting vehicles that were already built and ready for delivery.

Surgenor Ottawa has two 2024 models in stock with another that can be available within three weeks, all brand new. These units are surplus from another municipality's order and are available immediately. Each unit has a 4WD four-cylinder engine. This will fix the current RWD issue while retaining a very low fuel economy (combined 14L/100km) for a vehicle in its class. The trucks are government standard with the work truck preferred equipment group package.

Each bidder provided quotes for units that were already built and/or built to suit. We were flexible about the type of cab available. The recommended vehicles normally retail at \$53,444.00 each, which represents a \$3,564 discount. Crew cab models were also offered at much larger discounts but ultimately still cost more and were not what was needed. The retail value of a crew cab is \$61,754 and was offered to us at \$53,140, representing an \$8,614 discount.

The three units to be replaced are Unit 75 (Waterworks) a ten year old truck, with 265,033km, Unit 60 (Roads) a 12 year old truck with 272,290km and Unit 64 (Roads) a 12 year old truck with 207,852 km.

### Alternatives:

N/A



**Bid Analysis and Financial Implications:**

|                             | <b>Bidder</b>   | <b>Price (excluding HST)</b> |
|-----------------------------|-----------------|------------------------------|
| ½ ton 4WD straight cab      | Surgenor Ottawa | \$49,880 each                |
| ½ ton 4WD straight cab (V8) | Roy's           | \$57,550 each                |
| ½ ton 4WD crew cab          | Roy's           | \$54,250 each                |

The two units for Roads are funded through capital at \$48,000.

The unit for Waterworks is budgeted through the Waterworks capital at \$50,000.

Upon receipt of the vehicles, the current units will be listed for sale for the lesser amount of their bluebook price.

| Unit | Department | Bluebook Value    |
|------|------------|-------------------|
| 75   | Waterworks | \$6,775 - \$9,175 |
| 60   | Roads      | \$4,075 - \$6,375 |
| 64   | Roads      | \$3,500 - \$5,500 |

These are the last of the vehicles that Public Works intends to replace with over 200 thousand km on them. After this, units that are replaced should have less kilometers and a higher residual value at disposal.

**Attachments & Relevant Legislation:**

N/A

**Others Consulted:**

Michel Cuerrier, Manager of Transportation

Dean McDonald, Environmental Services Manager

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Reviewed and approved by:  
Sarah Huskinson, CAO/Clerk



## **MEMORANDUM**

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

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

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

### **January 18, 2024 RRCA Board of Directors Meeting Highlights:**

- Approved minutes from the November 16, 2023 meeting can be found at <http://www.rrca.on.ca/page.php?id=15>
- Annual Chair and Vice-Chair elections took place:
  - RRCA Chair: Bryan McGillis, Mayor for the Township of South Stormont, was acclaimed as the new Chair.
  - RRCA Vice-Chair: Jacques Massie, Councillor at Large for the Township of North Glengarry, was acclaimed as the new Vice-Chair.
- Board adopted the 2024 RRCA Operating and Capital Budgets.
- Board received an update on the province's direction to conservation authorities regarding planning, development and permitting fees. The RRCA's fee schedules were updated accordingly and circulated to member municipalities.
- Board awarded a contract for Cooper Marsh Conservation Area habitat enhancement (e.g. creation of open water habitat).
- Board approved the submission of four funding applications for summer youth employment, annual tree giveaways, and outreach.
- Board received an update on Conservation Area visitation and enhancements underway. The RRCA recorded 163,000 visitors at its three Conservation Areas combined in 2023.

**Next RRCA Board meeting date: February 15, 2024**



## MEMORANDUM

**To:** Township of North Glengarry, CAO and Clerk  
**From:** Lisa Van De Ligt, Team Lead, Communications and Stewardship  
**Date:** February 2, 2024  
**Subject:** Forestry Initiatives Update

In 2024, the Raisin Region Conservation Authority (RRCA) is gearing up to plant 56,000 trees on private and public properties, adding to the over 1.2 million trees planted by the RRCA since 1994 within its watershed jurisdiction in the City of Cornwall, and Townships of South Glengarry, North Glengarry, South Stormont, and North Stormont. Below is an update on the RRCA's various forestry programs and services:

### Full-Service Tree Planting

For projects over 500 trees, the RRCA offers full-service tree planting to the community, with considerable cost savings. This includes consultation, site preparation, seedling purchase and planting, and follow-up assessments. Through partnerships with Forests Ontario and ALUS, the RRCA can offer significant tree planting subsidies to property owners. Next spring, nearly 40,000 trees will be planted through this program.

### Over-the-Counter Tree Seedling Sales

For smaller projects, the RRCA offers native tree and shrub seedlings sales to the community at a discounted price. An online order form on the RRCA website allows property owners to select a variety of species before picking up their seedlings in the spring at Gray's Creek Conservation Area. Orders will be accepted until March 31, 2024. There are 8,000 trees reserved under this program.

### Annual Tree Giveaways

The RRCA and South Nation Conservation have partnered once again on their annual Tree Giveaway in your municipality. Thanks to fundraising efforts, 500 white pine are reserved to distribute to North Glengarry residents this spring. **Should your municipality be interested in financially contributing to this initiative to increase the total trees distributed to your residents, contact Jessica Herrington, RRCA Stewardship Coordinator, at [Jessica.Herrington@rrca.on.ca](mailto:Jessica.Herrington@rrca.on.ca) by February 16th, 2024.**

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

**BY-LAW 10-2024  
FOR THE YEAR 2024**

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

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

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

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

- 1. **THAT** the action of the Council at its regular meeting of February 12th 2024, in respect to each motion passed and taken by the Council at its meetings, is hereby adopted, ratified and confirmed, as if each resolution or other action was adopted, ratified and confirmed by its separate by-law and;
- 2. **THAT** the Mayor and the proper officers of the Township of North Glengarry are hereby authorized and directed to do all things necessary to give effect to the said action, or to obtain approvals where required, and except where otherwise provided, The Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf and to affix the corporate seal of the Township to all such documents.
- 3. **THAT** if due to the inclusion of a particular resolution or resolutions this By-law would be deemed invalid by a court of competent jurisdiction then Section 1 to this By-law shall be deemed to apply to all motions passed except those that would make this By-law invalid.
- 4. **THAT** where a “Confirming By-law” conflicts with other by-laws the other by-laws shall take precedence. Where a “Confirming By-Law” conflicts with another “Confirming By-law” the most recent by-law shall take precedence.

**READ** a first, second and third time, passed, signed and sealed in Open Council this 12th day of February 2024.

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

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

I, hereby certify that the forgoing is a true copy of By-Law No.10-2024, duly adopted by the Council of the Township of North Glengarry on the 12<sup>th</sup> day of February 2024.

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

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