

**TOWNSHIP OF SOUTH GLENGARRY
JOINT MEETING OF COUNCILS
Township of South Glengarry & Township of North Glengarry
Virtual Meeting
Thursday, February 25, 2021 6:30 PM**

Page

1. CALL TO ORDER

2. APPROVAL OF AGENDA

- a) Additions, Deletions or Amendments
All matters listed under For Information Only, are considered to be routine and will be enacted by one motion. Should a Council member wish an alternative action from the proposed recommendation, the Council member shall request that this matter be moved to the appropriate section at this time.

3. DECLARATION OF PECUNIARY INTEREST

- a) [Pecuniary Interest Form](#) 3

4. PRESENTATIONS AND DELEGATIONS

5. NEW BUSINESS

a) **New Business**

- i. [Presentation on Glengarry County Archives - Alan MacDonald - County Archivist](#) 4 - 16
- ii. [Report on the Glengarry Sports Palace - Anne Leduc](#) 17 - 24
- iii. Shared Services
- iv. Communications/Economic Development
- v. Support for Glengarry Organizations

6. CLOSED SESSION

7. ADJOURNMENT



DECLARATION OF PECUNIARY INTEREST

I, _____, declare a pecuniary interest on Agenda Item(s) for the meeting of _____:

Signature

The Renovation of Macdonell House – The Outcome

Presentation to South Glengarry &
North Glengarry Township Councils by
Allan MacDonald, County Archivist,
25 February 2021

Background

- In July 2019 the Townships of South and North Glengarry purchased the former K of C building in Alexandria to become the permanent home of the Glengarry County Archives. The purchase price was \$140k.
- The building is Alexandria's oldest dating from before 1823.

The Before - 1



The Before - 2



The Before - 3



Project Phases

- Work started 6 January 2020 and despite Covid was completed 102 work days later – stone work, roof and window replacement, security and siding install, and interior upgrades (per the OBC).
- The archives was re-located from GDHS in late July.
- Exterior ramp was constructed in December.

Construction Underway



A Jewel of the Community



The Home of Our History



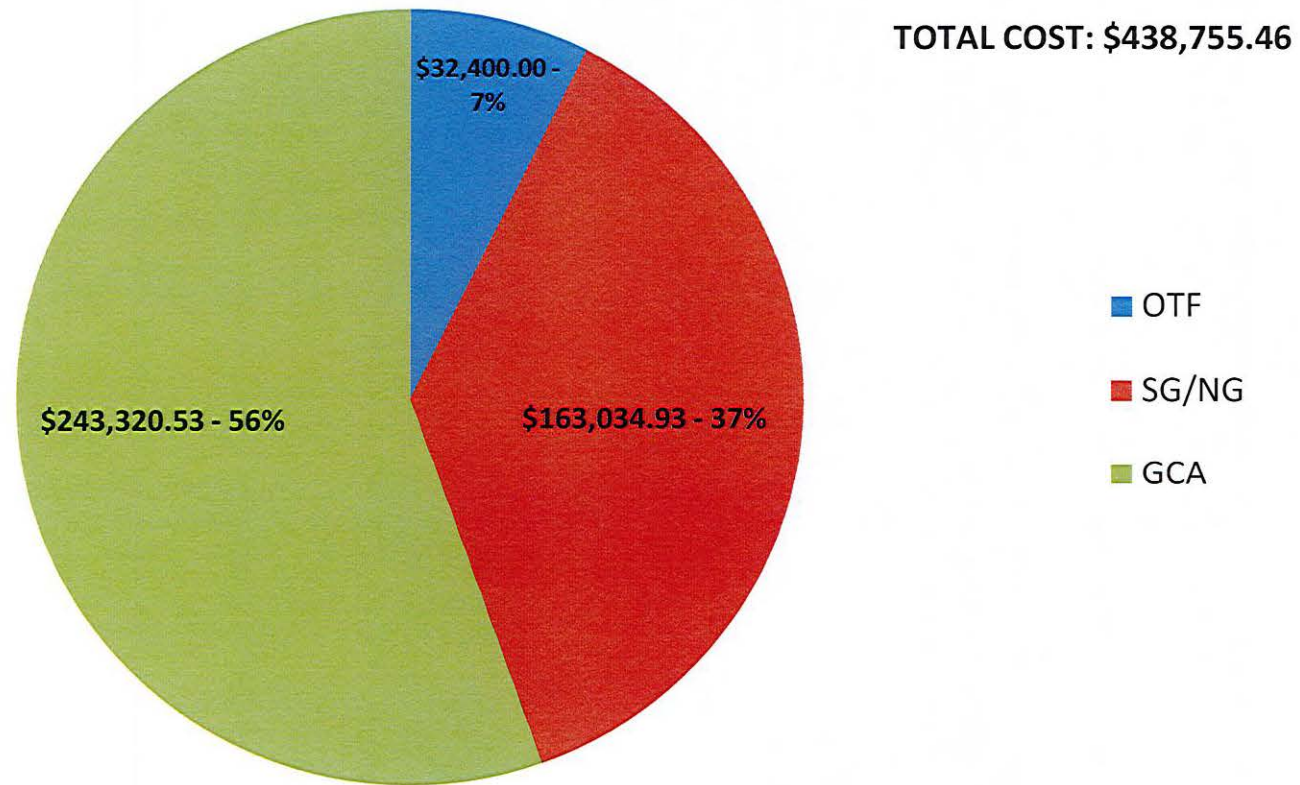
The Public Research Room - 1



The Public Research Room - 2

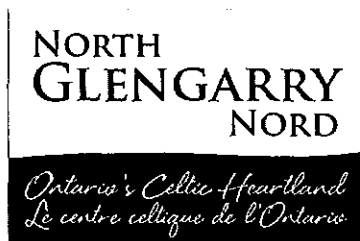


Renovation Costs & Offsets



Next Steps

- Independent review of 2020 GCA finances
- Official opening and donor recognition



STAFF REPORT TO COUNCIL

Staff Report: CS-2021-04

February 25, 2021

From: Anne Leduc – Director of Community Services

RE: Glengarry Sports Palace Update

Recommended Motion:

THAT the Councils for the Township of North Glengarry and South Glengarry receive the Staff Report No. CS-2021-04.

Background / Analysis:

The information contained in this report shows the progress on various projects undertaken for the Glengarry Sports Palace to date.

ADMINISTRATION:

Canteen Contract – In August 2019, Mr. Pierre Brunet approached the municipality to rent the Canteen space for the 2019/2020 hockey season. Mr. Brunet operated that space until the facility went into lockdown in March 2020 and elected to not renew the lease option on the space for the 2020/2021 hockey season.

Condenser failure – On Tuesday, December 1st, 2020, during regular monitoring of the Glengarry Sports Palace's refrigeration plant, staff noted an issue with part of the cooling system. Upon inspection by the maintenance contractor, it was revealed that the roof-top condenser had a pinhole leak. A plan was put in place to weld the pinhole on Wednesday, December 2nd, but once initiated led to the discovery that welding would not resolve the issue. In order to ensure that the refrigeration plant was operating at its optimal capacity and respected all of the Federal, Provincial, and municipal safety measures, the decision was made to replace the unit itself.

This year, due to the COVID-19 pandemic, the Maxville & District Sports Complex was temporarily converted to a multi-sports pad. Luckily, the Maxville & District Sports Complex' refrigeration plant was equipped with a new, identically-sized condenser only two ice seasons ago. The decision was made to borrow the condenser from the Maxville Complex and install it at the Glengarry Sports Palace which allowed users to continue with the ice season at this facility with the least amount of disruption possible. This transfer was done on Thursday, December 4th and following proper safety testing on Friday, December 5th, the Glengarry Sports Palace became operational again. Ice

had to be removed and reinstated and the facility reopened to the public on Friday, December 11th, 2020.

At the end of the season, the Maxville & District Sports Complex' refrigeration plant will be brought back to working order as it will be the home to North Glengarry's ice users for the Fall 2021 / Winter 2022 season. This is the period of time during which the planned reconstruction of the Glengarry Sports Palace's cement arena slab will be occurring.

COVID-19 Disinfection and Sanitation Procedures – A disinfection wand was purchased in the summer 2020 prior to the reopening of the facility to assist with the sanitation and cleaning load.

Staff prepared and posted the facility Safety Plan to conform to Provincial requirements. This document is updated as needed.

In consultation with our major user groups, a flow-through pattern was identified for the facility to ensure minimal contact between users and signage was posted to direct traffic accordingly.

Grant - Investing in Canada Infrastructure Program: Community, Culture and Recreation Stream – The application for the Refurbishing of the Glengarry Sports Place was completed on November 12th, 2019. Under this grant, the Federal Government would cover 40% of eligible expenses, the Provincial Government would cover 33.33% and the Municipality would cover the remaining 26.67%. The grant highly prioritizes energy efficiency and accessibility.

Items included (and eligible) under the grant are:

- Arena Area – Arena Slab, Rink Board System, LED Lighting, Players Benches, Timekeepers box, Exhaust Fans, Electrical Systems, and Heat Sensors, Emergency Exit Doors, Fire Alarms, Pull Stations, Emergency Lighting, and Low e blanket
- Bleachers & Hallway – Seating and Rubber flooring
- Change Rooms – Doors, Referee/Player Change Rooms and Instant Hot Water Gas Boiler
- Community Hall – Women's and Men's Bathrooms
- Disposal of Construction Waste
- Exterior Walls – Steel Siding and Parging
- Front Entrance / Lobby – Windows (Exterior), Entry Doors, Women's and Men's Bathrooms on the main floor
- Project Management

The province will notify applicants if a project has been nominated for federal review. Final notification regarding the grant will be given in the spring 2021.

Notwithstanding the grant, Council recognized that the arena cement slab was failing and that its replacement should be scheduled after the 2020/2021 season. In order to prepare for this project, Council has approved \$100,000.00 for the design of

engineering plans as part of the 2020 Capital Budget and \$250,000.00 total towards a reserve in 2020 and 2021 for the refurbishment of the arena slab.

The firm Barry Bryan and Associates has been retained to design the engineering plans for the facility as well as provide Project Management Services during the construction phase. Designs should be received by the end of spring and the construction tender will follow.

Construction is planned to start in the summer 2021 and the arena should be operational for the 2022/2023 ice season.

Ice allocations – In October 2020, ice users were combined under the Glengarry Sports Palace for the 2020/2021 ice season. Staff was able to accommodate each user group with all of their ice hours and for the most part with very minimal adjustments to their booking times.

Lifecycle of Refrigeration Plant Assets – Staff from the Glengarry Sports Palace has collaborated with our refrigeration specialists to establish an inventory of equipment in both facilities' refrigeration plant, the age of the equipment and the estimated lifecycle remaining for each piece. This information is valuable as part of the Asset Management requirements for the Province and will also be used to guide staff in future Capital Budget recommendations for the planned replacement of equipment.

Relocation of Council Chambers – In September 2020, Council Chambers were relocated to the Glengarry Sports Palace's Community Hall to ensure proper social distancing.

Rental Fees – The 2021 rental fees were passed by Council in June 2020 to coincide with the distribution of the 2020/2021 Ice Rental Contracts. The rental schedule is attached to this document.

Staffing Levels – Staffing needs were adjusted during the first and second lockdown with only the Lead Hand working during those periods. The full staffing complement was and is presently in place now that the public is again allowed to access the ice.

EVENTS AND ACTIVITIES:

Little Sens Program – In 2019, the Senators advised that they were discontinuing the Little Sens program and asked organizations to move towards the NHL/NHLPA 6-weeks First Shift program. At that time, staff met with representatives from the AMHA and the GGMHA to discuss the profit sharing formula proposed under this new program. The minor hockey associations were required to pay for the 10 ice rentals which resulted in a cost-neutral program. The cost of the First and Second Shift Program per child was \$299 (plus HST) for 10 weeks. The registration fee included equipment but the Alexandria Minor Hockey Association and the Glengarry Girls Minor Hockey Association representatives recognized that it would probably be challenging to obtain enough registrations to cover the ice rentals, let alone have any funds return to their organizations.

Staff shared this information with the Little Sens coordinator who then came back with an offer to the Glengarry Sports Palace to host the last Little Sens program under the old funding formula where the Senators would pay for the ice rentals. A registration price point of \$145 (plus HST) including equipment was established. Sessions started on September 7th, 2019 and ran at full capacity with 45 youth registered in this activity.

Staff had planned to run a "Little Sens-type" program internally at the Glengarry Sports Palace in partnership with the AMHA and the GGMHA in the spring 2020 but it was cancelled due to COVID-19.

Summer Camp – In 2019 and 2020, the Township of North Glengarry partnered with the Boys and Girls Club of Cornwall and SDG to run an 8 week Summer Camp based out of Island Park in Alexandria. As part of the programming, youth would walk to the Glengarry Sports Palace on day a week and use the cement slab for various sporting activities. This space was especially important in 2020 with the Summer Camp operating under strict COVID-19 protocols. It allowed the youth to practice physical activities respecting social distancing requirements. The Township recently met with the Boys and Girls Club and can confirm that there will be a Summer Camp once again in 2021. Registration is expected to open late March or early April.

Yoga – Yoga Programming has been offered in the Fall, Winter and Spring at the Glengarry Sports Community Hall. Classes are held on Tuesdays, Thursdays and Saturday mornings since 2018.

During lockdown, yoga classes moved to a virtual platform through ZOOM but as of February 16th, 2021, the programming is now again offered with 10 persons in attendance jointly with a continued ZOOM offering.

MAINTENANCE:

DATE	ITEM	COMMENTS
October 2019	Condenser Water Supply Tank	The old tank was removed and the new poly tank was installed.
October 2019	Door Replacement	A door on the north side of the building had buckled and was allowing water to enter the building whenever there was inclement weather. This door was original to the building. A replacement door and frame was ordered and installed.
October 2019	Range	A new range was installed in the Community Hall Kitchen replacing the original unit that was installed in 1976
October 2019	Alexandria Library Bathroom	The bathroom in the Alexandria Library was not compliant to AODA standards. Users with mobility issues were guided to use the bathrooms in the Glengarry Sports Palace. The renovations to the bathroom were completed by combining the original bathroom space with a storage locker space and reconfiguring the bathroom fixtures to

		meet accessibility requirements. Staff also consulted with a member of the Accessibility Committee to validate the configuration.
October 2019	Technical Standards & Safety Association	The facility received the visit of the TSSA inspector on October 7 th , 2019. Minor compliance issues (advisories on external doorways, Lock-out procedures, etc.) were cited and staff finalized the compliance and reporting requirements on October 31 st , 2019, prior to the November 6 th deadline. Confirmation of compliance was received from TSSA.
November 2019	West Compressor	The refrigeration plant maintenance contractor was called in on November 14 th , 2019 after the Lead Hand noticed an oil leak. The shaft seal was replaced on this unit which has successfully resolved the issue.
November 2019	Sidewalk	The sidewalk pour between the grassy area adjacent to the building and the parking lot occurred just prior to the first snowfall. The sidewalk was configured to conform to AODA and offer easy access to both the Library and the Glengarry Sports Palace.
March 2020	Painting	South Stairwell, Community Hall Bar
March 2020	Flooring	Replacement of approximately 400 sq ft of tiles in the Community Hall near the east side due to damage which could cause a trip hazard.
April 2020	Painting	Refrigeration Plant and Piping.
May 2020	Plexiglas	Plexiglas was installed in the Staff Room door, the Administration Office door and on the bar area of the Community Hall.
June 2020	Cloak Room	Repair work was done on the Community Hall Cloak Room and the area was painted.
June 2020	Closed circuit cameras	The obsolete system was replaced and additional cameras were installed inside and outside the facility.
July 2020	Timer	The timer for the parking lot lights was replaced.
September 2020	Doors	Doors closures were replaced on the south middle doors and minor repairs were performed on the first set of lobby doors.
November 2020	Fire Suppression System	The Fire Suppression System was inspected and a part replaced.
December 2020	Condenser	Condenser was relocated from Maxville & District Sports Complex to the Glengarry Sports Palace (see report under Administration)
January 2020	Fibre Installation	Fibre is being installed at the Glengarry Sports Palace and the Alexandria Library.

		The process should be completed by the end of February.
January 2020	Painting	Lobby doors, staff room, board room doors.
February 2020	High Pressure Switch	A faulty High Pressure Switch was replaced in the electrical panel that was causing the east compressor to shut down.

Others Consulted:

Sarah Huskinson – Chief Administrative Officer / Clerk

Glengarry Sports Palace Rental Fees - 2021

2021 Rates	Description	Unit	HST NOT	2021 Rates	%
			INCLUDED	HST	INCREASE
			2021	INCLUDED	from
				2021	2020 to
					2021
(5) ICE RENTAL FEES					
Minor Sports within the Township	Prime Time Hour		\$ 146.02	\$ 165.00	1.85%
	Non Prime Time Hour		\$ 122.12	\$ 138.00	1.47%
Regular rates	Prime Time Hour		\$ 176.11	\$ 199.00	2.05%
	Non Prime Time Hour		\$ 150.44	\$ 170.00	1.80%
Tournament	Hour		\$ 148.67	\$ 168.00	1.82%
Summer (August) - Spring (April-May)	Hour		\$ 180.53	\$ 204.00	2.00%
Old Blades	Per Player		\$ 8.85	\$ 10.00	0.00%
Jr. B. Glens	Game		\$ 170.80	\$ 193.00	1.58%
Jr. B. Glens	Practice		\$ 140.71	\$ 159.00	1.92%
Hockey School	Flat Rate		\$ 96.46	\$ 109.00	1.87%
School	Special Rate		\$ 79.65	\$ 90.00	2.27%
Shinny	Player		\$ 5.00	\$ 5.00	0.00%
Broom Ball	Hour		\$ 161.06	\$ 182.00	1.68%
(6) ARENA FLOOR RENTAL FEES					
All Sports Programs	Hour		\$ 63.72	\$ 72.00	1.41%
Parties - Receptions - Trade Shows - Auctions	Arena Floor Only		\$ 333.63	\$ 377.00	1.89%
Parties - Receptions - Trade Shows - Auctions	Arena Floor & Hall		\$ 387.61	\$ 438.00	1.86%
(6)(a) ICE & BOARD ADVERTISING					
Rink Boards	Yearly		\$ 321.24	\$ 363.00	1.68%
Wall Boards	Yearly		\$ 163.72	\$ 185.00	1.65%
In-ice Logo (Sides) (+ one time set-up fee which is the responsibility of the advertiser average of \$350 depending on size)	Yearly		\$ 458.41	\$ 518.00	1.77%
Change-room Door (Per Door) (+ one time set-up fee which is the responsibility of the advertiser)	Yearly		\$ 184.07	\$ 208.00	1.96%
ADVERTISING PACKAGES					
In-ice Logo (Sides) + Change Room Door (5% Discount)	Yearly		\$ 609.73	\$ 689.00	1.77%
In-ice Logo (Sides) + Change Room Door + Rink Board (10% Discount)	Yearly		\$ 867.26	\$ 980.00	1.77%

In-ice Logo (Sides) + Change Room Door + Wall Board (10% Discount)	Yearly	\$ 795.58	\$ 899.00	1.81%
Advertizing for both Arenas - In-Ice Logo, Change Room Door, Rink Board (15% Discount)	Yearly	\$ 1,569.91	\$ 1,774.00	1.78%
(6)(b) RESURFACER ADVERTISING				
GSP Resurfacer (set-up is the responsibility of the advertiser)	Complete Unit - Yearly	\$ 1,865.49	\$ 2,108.00	1.79%
(7) FIELD RENTAL FEES				
Baseball Adults	Hour	\$ 16.81	\$ 19.00	0.00%
Baseball Minors (No HST)	Hour	\$ 11.00	\$ 11.00	0.00%
Tournaments for one day	Day	\$ 145.13	\$ 164.00	1.86%
Tournaments for a weekend		\$ 230.09	\$ 260.00	1.96%
Soccerfield Adult	Yearly	\$ 170.80	\$ 193.00	1.58%
Soccerfield Minors	No Charge	N/C	N/C	
Soccer Teams outside of GSL	Hour	\$ 15.93	\$ 18.00	0.00%
(8) BOARDROOM RENTAL FEES				
All Rentals	Day	\$ 63.72	\$ 72.00	1.41%
Non-Profit Organizations	(Max 5 rentals all facilities combined per year)	N/C	N/C	
(10) BANQUET HALL RENTAL FEES				
Hall rental with bar		\$ 219.47	\$ 248.00	1.64%
Hall rental without bar		\$ 165.49	\$ 187.00	1.63%
Meeting		\$ 138.94	\$ 157.00	1.95%
Kitchen rental fees		\$ 108.85	\$ 123.00	1.65%
Minor Sports Programs	(1 rental included in max 5 rentals of facilities combined per year)	N/C	N/C	
Non-Profit Organizations	(1 rental included in max 5 rentals of facilities combined per year)	N/C	N/C	
Classes	Hour	\$ 28.32	\$ 32.00	3.23%
OVERALL AVERAGE INCREASE				1.48%