

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

Monday, September 11, 2023, 6:00 p.m.

Council Chamber

3720 County Road 34

Alexandria, On. K0C 1A0

THE MEETING WILL OPEN WITH THE CANADIAN NATIONAL ANTHEM

- 1. CALL TO ORDER**
- 2. DECLARATIONS OF PECUNIARY INTEREST**
- 3. ACCEPT THE AGENDA (Additions/Deletions)**
- 4. ADOPTION OF PREVIOUS MINUTES**
 - a. Regular Meeting of Council - July 10, 2023
 - b. Special Meeting of Council - July 24, 2023
- 5. DELEGATION(S)**
 - a. CommUNITY RUN - Sophie Ranger
 - b. Burning Permit - Denise Bourcier
- 6. STAFF REPORTS**
 - a. Community Services Department
 1. 2023 North Glengarry Accessibility Plan
 - b. Treasury Department
 1. Tile Drainage Loan Application
 - c. Planning/Building & By-law Enforcement Department
 1. Zoning By-law Amendment No. Z-11-2023
 2. Zoning By-law Amendment No. Z-13-2023
- 7. UNFINISHED BUSINESS**
- 8. CONSENT AGENDA**
 - a. Community Development Committee - May 31, 2023
- 9. NEW BUSINESS**

10. NOTICE OF MOTION

Next Regular Public Meeting of Council

Monday September 25, 2023 at 6:00 p.m. in the Council Chambers, 3720 County Road 34, Alexandria, Ontario.

Note: Meetings are subject to change or cancellation.

11. QUESTION PERIOD

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

12. CLOSED SESSION BUSINESS

13. CONFIRMING BY-LAW

- a. By-law 23, 2023

14. ADJOURN

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Regular Meeting of Council

Monday, July 10, 2023, 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: Brian Caddell
Councillor: Jeff Manley
Councillor: Michael Madden
Councillor: Gary Martin

ALSO PRESENT: 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

- 1. CALL TO ORDER**
- 2. DECLARATIONS OF PECUNIARY INTEREST**
- 3. 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 agenda of the Regular Meeting of Council on Monday July 10th, 2023.

Carried

- 4. ADOPTION OF PREVIOUS MINUTES**

Resolution No. 2

Moved by: Brian Caddell

Seconded by: Michael Madden

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

Regular Meeting of Council - June 26, 2023.

Carried

- 5. DELEGATION(S)**

6. STAFF REPORTS

a. Community Services Department

1. Advertising Partnerships

Resolution No. 3

Moved by: Jacques Massie

Seconded by: Brian Caddell

THAT Council receives Staff Report CS-2023-15 - Advertising Partnerships for informational purposes only.

Carried

b. Planning/Building & By-law Enforcement Department

1. Zoning Amendment By-law No. Z-12-2023

Resolution No. 4

Moved by: Jeff Manley

Seconded by: Michael Madden

THAT the Council of the Township of North Glengarry adopt Zoning By-Law No. Z-12-2023; and

THAT By-law Z-12-2023 be read a first, second, third time and enacted in Open Council this 10th day of July 2023.

Carried

2. By-law No. 21-2023 Exemption from Part Lot Control

Resolution No. 5

Moved by: Michael Madden

Seconded by: Gary Martin

THAT the Council of the Township of North Glengarry adopts Part Lot Control By-Law No. 21-2023; and

THAT by-law 21-2023 be read a first, second and third time and enacted in Open Council this 10th day of July 2023

Carried

c. Public Works Department

1. Speed Radar Signs

Resolution No. 6

Moved by: Gary Martin

Seconded by: Carma Williams

THAT Council authorizes the Director of Public Works to purchase eight (8) speed radar signs for installation on County Roads in North Glengarry for \$3,385.00 each through the tender performed by North Dundas.

Carried

2. Bishop Street Bridge Update

Resolution No. 7

Moved by: Jeff Manley

Seconded by: Brian Caddell

THAT Council receives staff report PW-2023-28 Bishop Street Bridge Update for information purposes only.

Carried

7. **UNFINISHED BUSINESS**

8. **CONSENT AGENDA**

Resolution No. 8

Moved by: Carma Williams

Seconded by: Jacques Massie

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

Carried

- a. RRCA Board of Directors Meeting Highlights - June 15, 2023
- b. Committee of Adjustment Hearing Minute - Feb 27, 2023
- c. Public Meeting of Planning Minutes - March 27, 2023
- d. Public Meeting of Planning Minutes - April 11, 2023

9. **NEW BUSINESS**

10. **NOTICE OF MOTION**

11. **QUESTION PERIOD**

12. **CLOSED SESSION BUSINESS**

13. **CONFIRMING BY-LAW**

- a. By-law 22-2023

Resolution No. 9

Moved by: Brian Caddell

Seconded by: Jeff Manley

THAT the Council of the Township of North Glengarry adopts by-law 22-2023 being a by-law to adopt, confirm and ratify matters dealt with by Resolution and that By-law 22-2023 be read a first, second, third time and enacted in Open Council this 10th day of July 2023.

Carried

14. ADJOURN

Resolution No. 10

Moved by: Jacques Massie

Seconded by: Michael Madden

There being no further business to discuss, the meeting was adjourned at 6:43 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Special Meeting of Council

Monday, July 24, 2023, 5:00 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
- REGRETS: Councillor: Jacques Massie
- ALSO PRESENT: CAO/Clerk: Sarah Huskinson
Treasurer & Director of Finance: Kimberley Goyette
North Glengarry Fire Chief: Matthew Roy
- Others Present Natalie Charette - Economic Development & Communications Officer

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

Resolution No. 1

Moved By Carma Williams
Seconded By Jeff Manley

THAT the Council of the Township of North Glengarry accepts the agenda of the Special Meeting of Council on Monday July 24, 2023.

Carried

- 4. ADOPTION OF PREVIOUS MINUTES
- 5. DELEGATION(S)
- 6. STAFF REPORTS
 - a. Fire Department
 - 1. Fire Department Fleet – Pumper Station 1

Resolution No. 2

Moved By Jeff Manley
Seconded By Gary Martin

THAT Council of the Township of North Glengarry authorizes the Fire Department to award the purchase of the Station 1 Pumper in the amount of \$802,499 to Commercial Emergency Equipment Co.; and

FURTHER that the replaced equipment is declared surplus upon receipt of the new vehicle; and

FURTHER that the Fire Department is authorized to tender the sale of the surplus equipment via auction, local tender, online auction or other means as deemed most beneficial to the Township.

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 Brian Caddell

Seconded By Jeff Manley

There being no further business to discuss, the meeting was adjourned at 5:08 p.m.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor



STAFF REPORT TO COUNCIL

Report No: CS-2023-16

August 14, 2023

From: Anne Leduc – Director of Community Services

RE: 2023 North Glengarry Accessibility Plan

Recommended Motion:

THAT Council of the Township of North Glengarry receives Staff Report No. CS-2023-16; and

THAT Council of the Township of North Glengarry adopts the Multi-Year Accessibility Plan for the Township of North Glengarry.

Background / Analysis

The purpose of the Accessibility for Ontarians with Disabilities Act (AODA) is to improve opportunities for people with disabilities and to provide for their involvement in the identification, removal and prevention of barriers so that people living with disabilities will have more opportunities to participate in everyday life.

The AODA mandates that each municipality prepare an Accessibility Plan to outline the organization's strategy to prevent and remove barriers. The AODA sets out the roadmap for an accessible Ontario by 2025.

Under the ADOA, the municipality is required to report compliance with the Province by December 31, 2023. The AODA also provides that each municipality shall have an Accessibility Committee to review and comment on the plan. This review is mandatory every second year. At the July 24, 2023 meeting, the SDG Joint Accessibility Committee, made up of a representative from each local municipality, reviewed the Township of North Glengarry's Multi-Year Accessibility Plan.

The attached 2023 Multi-Year Accessibility Plan outlines how the Township will continue to remove barriers and improve accessibility to our Township's goods, services and facilities over the next two years. The plan builds on our accomplishments introduced through our previous Multi-Year Accessibility Plan.

This Multi-Year Plan only examines customer service; information and communications; employment; and design of public spaces standards. Transportation is excluded from our plan due to the Township's relatively small size and the lack of transportation services provided.

Initiatives found within Appendix A of the draft Multi-Year Accessibility Plan were either a requirement outlined within the given standard or an initiative that can further promote accessibility within the Township of North Glengarry as well as measures in which the Township did or can go above and beyond the basic requirements to ensure that the Township is at the forefront of accessibility initiatives. Appendix A will be updated and amended as additional work is undertaken or additional regulatory information is obtained.

In accordance with the AODA and the Building Code, it is mandatory that all Township of North Glengarry facilities will be compliant with the relevant requirements by 2025. Staff is pleased to report that it has met this goal but there will always be opportunities for improvement, especially when it comes to our built spaces and customer services.

As required by legislation, the Plan will be updated biennially so Council should expect to see another report in 2025.

Alternatives:

Option 1 – Recommended – That Council approves this resolution.

Or

Option 2 – Not recommended – That Council does not approve this resolution.

Financial Implications:

Any outstanding and new issues required to be compliant with the AODA will be brought forward prior to the annual budget review.

Attachments & Relevant Legislation:

Relevant Acts and Legislations:

- Ontarians with Disabilities Act, 2001 (ODA) – December 14, 2001 – <https://www.ontario.ca/laws/statute/01o32>
- Accessibility for Ontarians with Disabilities Act, 2005 (AODA) – <https://www.ontario.ca/laws/statute/05a11>
- Integrated Accessibility Standards Regulation 191/11– <https://www.ontario.ca/laws/regulation/110191>

Attachments:

- Presentation to SDG Joint Committee - Attached
- 2023 North Glengarry Multi-year Accessibility Plan - Attached

Others consulted:

SDG Joint Accessibility Committee

Kimberley Goyette – Director of Finance / Treasurer

Reviewed and approved by:
Sarah Huskinson, CAO/Clerk



2023 Multi-Year Accessibility Plan Review
SDG Accessibility Committee
July 24, 2023

Changes to NG Accessibility Plan

- Period covers October 2021 until today;
- Editorial content changes to Sections 6 and 7 to modernize definitions and reflect present day context;
- Editorial content changes to Section 9 to reflect broad language regarding future project;

Changes to NG Accessibility Plan

- Section 8 lists updates to:
 - Customer Service;
 - Information and Communications;
 - Design of Public Spaces.

Section 8 (Page 8)

- Customer Service
 - The Township monitors and updates Accessibility Standards training for Employees, Councillors and Volunteers.
 - The Township continued with the implementation plan as outlined in Appendix A.

Section 8 (Page 8)

- Information and Communications
 - The website has a new search function to easily navigate the site.
 - Township computers have been upgraded to Windows 10 and beyond.
 - E-Scribe software implemented to ensure AODA compliance for agendas & minutes.
 - Council, Planning, Committee of Adjustment and the Committee of the Whole meetings are streamed through YouTube with a closed caption option.
 - New Dog Adoption and Burn Permit Forms are available on-line.
 - + Surveys are available online, in paper format, etc.

Section 8 (Page 9)

- Design of Public Spaces
 - Former Township Office and Public Works Office (Registrar's Office) were sold. The Township Office was relocated to a fully accessible building on one level. Staff from multiple locations, including the former non-conforming Public Works building, are now at one location.
 - New accessible picnic tables were placed in Centennial Park in Maxville.
 - A new access point was created at Island Park to allow for individuals with mobility issues to access the soccer fields from a closer access point/entrance.

Section 8 (Page 9)

- Design of Public Spaces
 - Two additional accessible parking spots were created near the soccer field in Island Park.
 - New push-button slider door at the Glengarry Indoor Sports Complex (Tim Hortons Dome)



New access to soccer fields + parking areas

Section 8 (Page 9)

- Upgrades at the Glengarry Sports Palace include (Con't):
 - Lifting the new arena slab to reduce the step from the arena curb to the slab surface. This eliminates the need for a ramp which will be replaced by a sill;
 - Access to spectator stands by incorporating a platform lift to the south-east portion of the stands and a having dedicate area to accommodate users;
 - Universal bathroom on the ground floor (lobby) with a motorized adult change table;

Section 8 (Page 9)

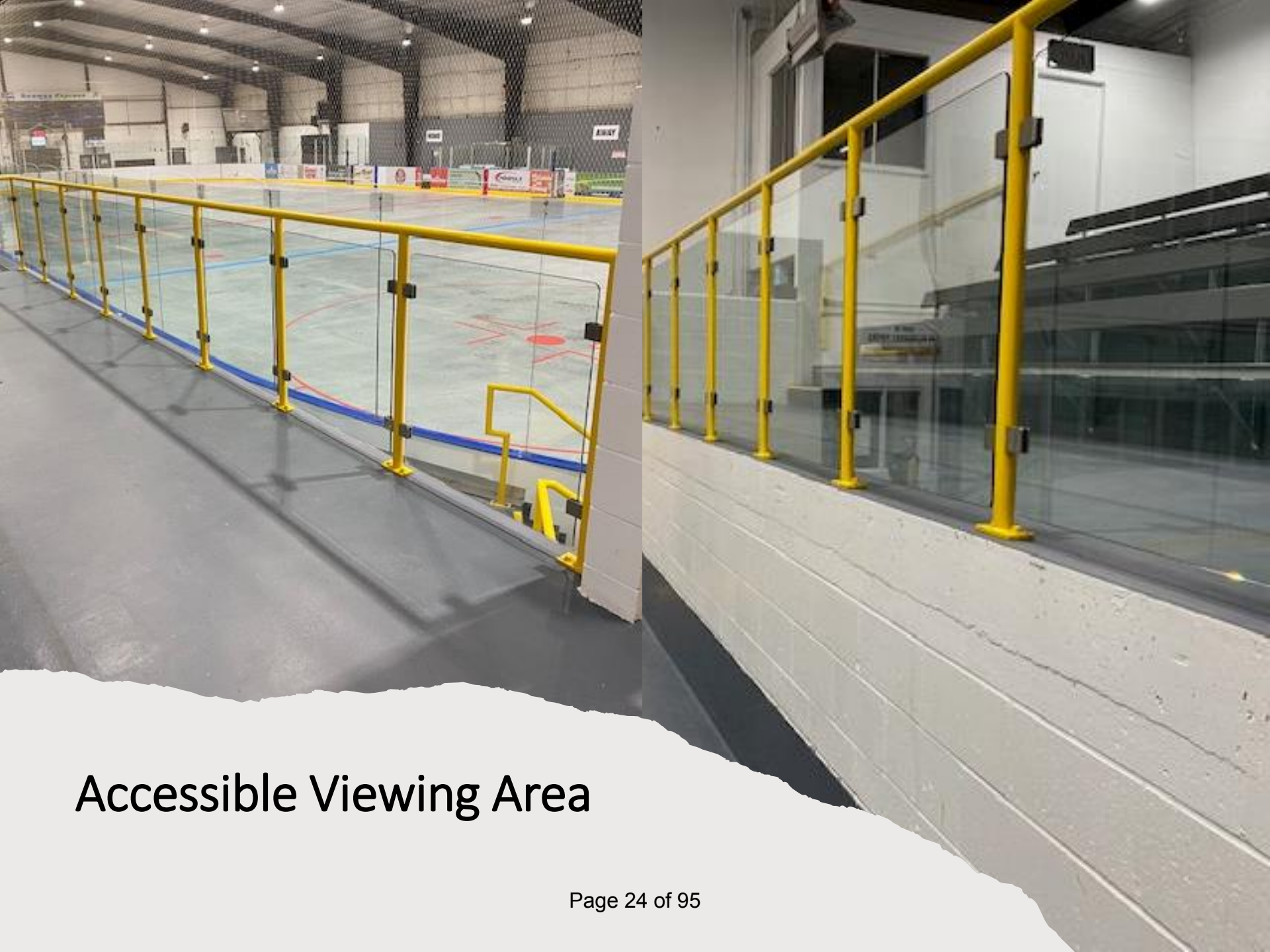
- Upgrades at the Glengarry Sports Palace include (Con't):
 - Reconfigure the ladies and men's bathrooms on the ground floor to add a sight-blocking wall which removes the need for a door at the entrance of each bathroom. Please note that these bathrooms include one accessible stall in each bathroom;
 - The installation of push-button hardware on the doors between the lobby and the ice rink.

New Lobby Doors



Access point to slab & lift



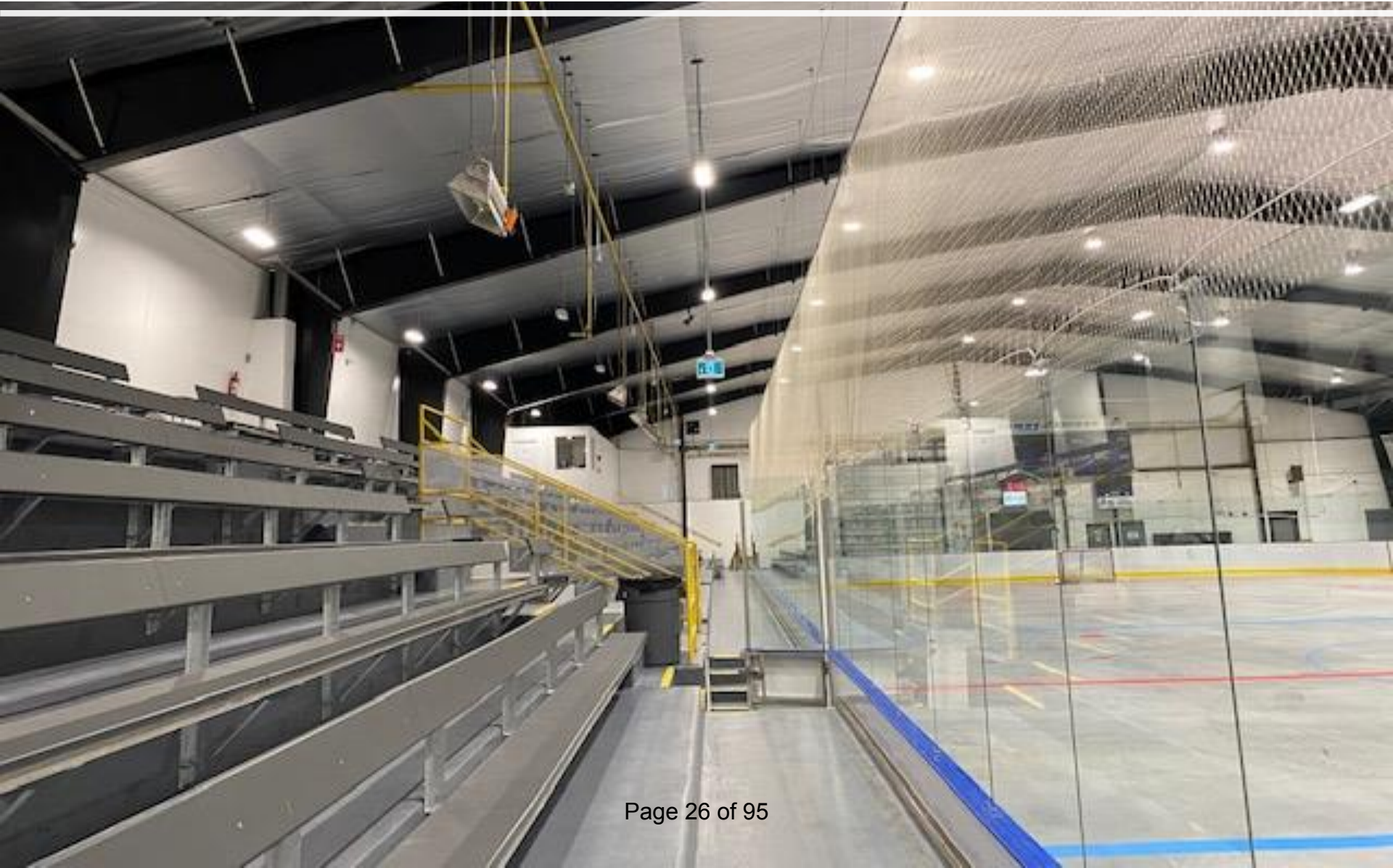


Accessible Viewing Area

Accessible viewing area



Park Bench style bleachers



Universal Bathroom



Universal Bathroom Adult Change Table



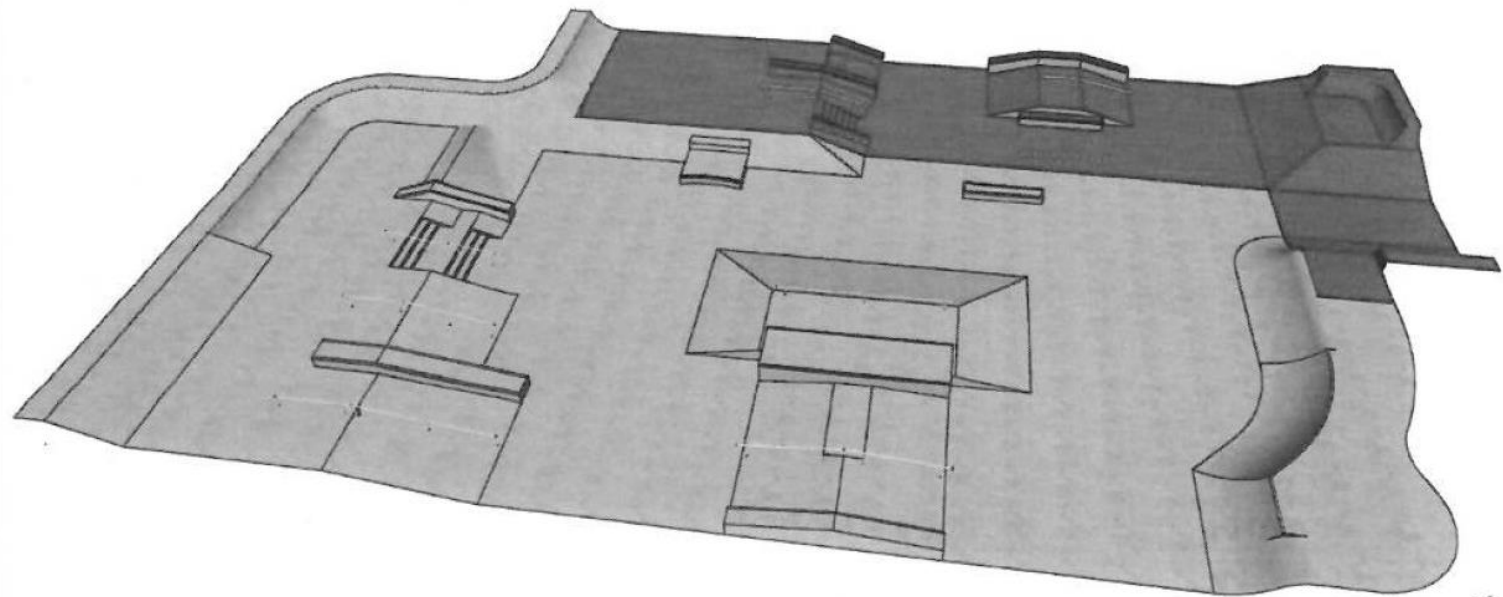
Section 8 (Page 9-10)

- The Glengarry County Archives, previously leased space within the Glengarry District High School. In 2019, the group purchased a building in Alexandria that underwent an extensive refurbishment which included accessibility components such as wide corridors and an accessible ramp to enter the facility.
- Enlarge and resurface the parking area at the Glen Robertson Community Centre, including accessible parking area.

Section 9 (Page 10)

- Moving Forward - Projects identified for 2024 and beyond;
- Alexandria Skate Park expansion should be finalized by 2023 (Plan will be updated if/when project is completed);
- Addition of seating around walking track at Island Park;

Alexandria Skate Park



Next Steps

- Obtain comments from SDG Accessibility Committee
- Incorporate into NG Multi-Year Accessibility Plan
- Forward to Council for review and approval
- Deadline to file the Township's accessibility compliance report is December 31, 2023 which is a legal obligation under the AODA.

- **Questions / Comments**

Thank you

Anne Leduc

Director of Community Services

613-525-1110 x 352

anne@northglengarry.ca



Township of North Glengarry

2023 Multi–Year Accessibility Plan

Revised July 24, 2023

This document is available in alternative format upon request

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1) Introduction

The Accessibility Plan referred to in this document is under the jurisdiction of the Council of the Corporation of the Township of North Glengarry. Council consisting of a Mayor, Deputy Mayor and 5 councillors. The Municipal contact is the Chief Administrative Officer / Clerk.

In compliance with the Integrated Accessibility Standards Regulation 191/11, the Township's Multi-Year Plan will examine customer service, information and communications, employment; and design of public spaces. Transportation will be excluded due to the relatively small size of the Municipality and the lack of transportation services. In accordance with the AODA, all Township of North Glengarry's facilities will be compliant with the relevant requirements by 2025.

Questions, comments or inquiries should be forwarded to:

Sarah Huskinson
Chief Administrative Officer / Clerk
Township of North Glengarry
3720 County Road 34
Alexandria, Ontario K0C 1A0
Email: cao@northglengarry.ca
Telephone: 613-525-1110

2) Statement of Commitment to Accessibility Planning

The Township of North Glengarry Council is committed to creating an inclusive environment for persons of all ages and abilities by providing services and facilities that are accessible to everyone. The Accessibility Plan plays an important role in supporting the Township's core principals of integration, independence, dignity, and equal opportunity for persons with disabilities.

The Township of North Glengarry is committed to:

- The continual improvement of access to facilities and services for people with disabilities.
- The participation of people with disabilities in the development and review of its annual accessibility plans.
- The provision of quality services to all members of the community with disabilities.

3) Publication of the Accessibility Plan

The Township of North Glengarry's Accessibility Plan will be available on the municipal website. Paper copies of the plan are available in regular font size and large print at the Alexandria Municipal Office and Maxville Library.

4) Accessibility Committee

The Township of North Glengarry has representation on the United Counties of Stormont, Dundas & Glengarry Accessibility Committee.

Members:

Al Lummis (North Dundas)

Brenda Brunt (South Dundas)

Roderick Tyo (North Glengarry)

Ian MacDonald (South Glengarry)

Palmer Douglas (North Stormont)

Jesse Beardsworth (South Stormont)

5) Legislation

Ontarians with Disabilities Act, 2001 (ODA) – December 14, 2001

The ODA dictates that provincial and municipal governments and key broader public sector organizations are to review their policies, programs and services through the development of annual accessibility plans. Under ODA, a municipality with a population of 10,000 or more must have an Accessibility Advisory Committee.

Accessibility for Ontarians with Disabilities Act, 2005 (AODA)

The Accessibility for Ontarians with Disabilities Act, or AODA, aims to identify, remove, and prevent barriers for people with disabilities. The AODA became law on June 13, 2005 and applies to all levels of government, non-profits, and private sector businesses in Ontario that have one or more employees (full-time, part-time, seasonal, or contract).

The AODA includes requirements that all organizations must meet, with deadlines specific to an organization's type and size. The AODA is made up of five parts, or Standards, and deadlines for compliance began as of January 1, 2010.¹

1. Customer Service Standard
2. Information and Communication Standard
3. Employment Standard
4. Transportation Standard
5. Design of Public Spaces Standard

¹ Accessibility Ontario – About the OADA - <https://accessontario.com/aoda/>

The AODA standards are part of the Integrated Accessibility Standards Regulation (IASR). The IASR includes, in addition to requirements specific to each standard, the following general requirements:

1. provide training to staff and volunteers
2. develop an accessibility policy
3. create a multi-year accessibility plan and update it every five years
4. consider accessibility in procurement and when designing or purchasing self-service kiosks

Integrated Accessibility Standards Regulation 191/11

On June 3, 2011, the Ontario government passed the Integrated Accessibility Standards Regulation 191/11 which combines accessibility standards in these areas – information & communications, employment, and transportation, design of public spaces and customer service. Compliance is required by all public, private and not-for-profit organizations with at least one employee.

Federal Accessibility Legislation – Accessible Canada Act (Bill C-81)

On June 20, 2018 the Federal Government introduced Bill C-81 the Accessible Canada Act: An Act to Ensure a Barrier-Free Canada. The Act's stated purpose is to identify, remove and prevent accessibility barriers in areas that fall under federal jurisdiction. Under this legislation, organizations under federal jurisdiction will be required to follow accessibility regulations, develop accessibility plans and will be required to establish processes for receiving and dealing with feedback about their accessibility plan and barriers that a person may have encountered in dealing with the organization. Although this legislation does not directly impact municipal operations, it does highlight the Government's commitment to improve accessibility for all Canadians in all levels of government.

6) Why Accessibility?

The 2019 Legislative Review of the Accessibility for Ontarians with Disabilities Act, 2005 identified a broader definition of disability than what was included in *The Accessibility for Ontarians with Disabilities Act, 2005*. Currently, the AODA defines disability broadly. It states that disability can happen at birth, or through illness or injury. Furthermore, the Act also outlines several types of disability. These types are examples, rather than a complete list of all disabilities.

For instance, the Act states that physical disabilities may include diabetes, epilepsy, a brain injury, paralysis, amputation, lack of coordination, visual impairment, hearing impairment, speech impairment, reliance on a guide dog or other service animal, or a wheelchair or other assistive device.

Alternatively, other people have invisible disabilities. Moreover, there are different kinds or degrees of disability. For instance, one person may have one amputated limb, while another person has more than one. Likewise, one person may be totally blind while another person has some sight.

The AODA briefly lists some other types of disability, which include, mental impairment or developmental disability, learning disability, mental health disability, an injury or disability that allows someone to claim or receive benefits under the Workplace Safety and Insurance Act.

Here, the AODA makes Ontarians aware of some other types of disability that people may have. For instance, it mentions mental health disabilities, another broad term that includes many medical conditions. These conditions can affect many different aspects of a person, such as thought processes, emotions, moods, behaviours, sense of self, capacity to connect with others, ability to cope with stress.

Similarly, learning disabilities affect people's ability to take in, understand, or remember information. However, learning disabilities impact people in different ways. For example, some people may have difficulty with writing but understand speech easily. In contrast, other people may not process speech but communicate easily using writing and visual information.²

People of all ages and backgrounds live with disabilities. In certain cases, individuals have more than one disability. Many others develop disabilities through illness, injury or aging. The 2017 Canadian Survey on Disability³ indicates that one (1) in seven (7) individuals aged 15 years and older reported a disability. This represents about 3.8 million Canadians.

Estimates indicated that by 2020, 20% of Ontarians will live with a disability⁴.

- 15.5% of Ontarians reported a disability through the 2006 Participation and Activity Limitation Survey (compared to 13.5% in 2001);
- 1.8% of Ontario's children age 0 to 4 years and around 4.7% of Ontario's 5 to 14 year olds were reported as living with a disability;
- 41.7% of Ontarians with disabilities have severe or very severe disabilities and the proportion with severe or very severe disabilities increases with age;
- Because disability tends to increase with age, it is estimated that 20% of the population will have disabilities by the year 2020;

The Canadian Survey on Disability collected new data between June 3rd to November 30, 2022. According to the website⁵, survey results will be available in the winter of 2023/2024. The Township's plan will be updated with the new information once it becomes available.

7) Identifying, Removing and Preventing Barriers

A "barrier" means anything that prevents a person with a disability from fully participating in all aspects of society because of their disability, including a physical barrier, an architectural barrier, an informational or communications barrier, an attitudinal barrier, a technological barrier, a policy or a practice. People with disabilities may face unnecessary barriers almost everywhere: at home, at work, at school, in parks, in recreational facilities, in the streets, in theatres, in stores and restaurants and in municipalities.

When organizations remove barriers, they make themselves more accessible to people with disabilities. As a result, they can gain more customers or clients. In addition, they become more welcoming to

² Extract from Definition of Disability by Lisa Kovac published February 24, 2020 AODA website:

<https://www.aoda.ca/definition-of-disability/>

³ Statistics Canada website: <https://www150.statcan.gc.ca/n1/pub/11-627-m/11-627-m2017008-eng.htm>

⁴ Statistics Canada website: <http://www.statcan.ca/english/freepub/89-628-XIE/89-628-XIE2007003.htm>

⁵ Statistics Canada website: <https://www.statcan.gc.ca/en/survey/household/3251/brochure>

people without disabilities as well. For instance, the families, friends, neighbours, and colleagues of people with disabilities may want to bring their business to accessible companies. Furthermore, people without disabilities may find accessible features, from widened aisles to welcoming staff, useful or enjoyable. Finally, accessible organizations can also start hiring valuable employees with disabilities. Recognizing, preventing, and removing barriers helps the whole province.⁶

The following are examples of types of barriers that may exist in North Glengarry:

Barrier Types	Example
Physical or Architectural	A hallway or door that is too narrow for a wheelchair or scooter or lack of ramps or ramps with improper grade for access. A doorknob that cannot be operated by any person with limited upper mobility.
Attitudinal	A recreation program which can inadvertently discriminate and/or discourages persons with disabilities from participating.
Informational or Communicational	Typefaces that are too small to be read by persons with low vision. A staff member who talks loudly when addressing a person with a hearing disability or lack of sensitivity training for front counter Staff to identify persons with disabilities.
Organizational - Policy / Practice	A practice of announcing important messages over an intercom that persons with hearing impairments cannot hear clearly. Lack of Human Resources policy with respect to hiring persons with disabilities.
Technological	Information on a municipal website, which cannot be accessed by a person who is blind who has reading software for a computer.

8) Past Achievements to Remove and Prevent Barriers

As part of its compliance to the above-mentioned regulations, the Township of North Glengarry has taken steps to identify, remove and prevent barriers to persons with disabilities.

The following actions are a portion of what was completed since the implementation of the Township's Accessibility Plan in 2013:

Customer Service:

- The Township has adopted Accessibility Standards for Customer Service and continues to remain in compliance with this standard.

⁶ Extract from Disability Barriers by Lisa Kovac published on November 11, 2019 AODA website - <https://www.aoda.ca/disability-barriers/>

- A Feedback feature is included in the Township’s website, allowing individuals to submit feedback through the website. The information on the website also indicates that feedback can be provided in person, in paper format, by telephone or email.
- The Township monitors and updates Accessibility Standards training for Employees, Councillors and Volunteers.
- Existing employees continue to receive Accessibility training for Customer Service.
- All new employees are required to complete the Accessibility training as part of their orientation.
- During the 2022 Municipal Election, an Accessibility Plan was developed and implemented to ensure an accessible election for all eligible voters, including alternate voting methods (internet and telephone).
- The Township continued with the implementation plan as outlined in Appendix A.

Information and Communications:

- In 2017 the Township launched a refreshed website. The new website interface is accessible and in compliance with AODA requirements.
- The website also features a built-in accessibility checker function which allows Township staff to maintain accessibility standards as changes are made to the website.
- The Township continues to offer to provide documents in alternative formats on request.
- Accessible signage with braille was installed in the Glengarry Sports Palace indicating change rooms, bathrooms, community hall, and elevator locations. Braille will be included in signage whenever updates or replacements are required.
- The website has a new search function to easily navigate the site.
- Township computers have been upgraded to Windows 10 and beyond.
- E-Scribe software implemented to ensure AODA compliance for agendas & minutes.
- Council, Planning, Committee of Adjustment and the Committee of the Whole meetings are streamed through YouTube with a closed caption option.
- Forms such as the New Dog Adoption and Burn Permit Forms and surveys are available on-line.

Employment:

- The Township continues to meet and monitor employment standards.
- Job postings include information on the Township’s ability to accommodate individuals throughout the recruitment process for all employment opportunities.

Design of Public Spaces:

- The bathroom at the Alexandria Library was gutted and reconfigured to be fully accessible.
- New tiling was installed in the lobby, change areas and bathrooms at the Glengarry Indoor Sports Complex to prevent trip hazards.
- New push-button hardware was installed at Maxville Library building.
- A new accessible sidewalk bump-out was created on Main Street, south of Mill Square Street to ensure a safer road crossing area.
- In 2018 and 2019 Island Park was outfitted with additional handicap-accessible picnic tables.
- The Township of North Glengarry’s Procurement Policy was updated and includes accessibility information for these processes.
- Playground equipment was installed or replaced at the Glen Robertson Recreation Centre, the Dalkeith Community Centre, the Dunvegan Community Centre, the Maxville & District Sports

Complex Park and Island Park. When purchasing new equipment, accessible play components were included.

- Accessible Outdoor exercise equipment was installed in Island Park in partnership with Glengarry Community Living.
- A new ramp was added to the north side of Glengarry Sports Palace building allowing easier access to the elevator.
- New commercial grade carpet was installed at the Glengarry Sports Palace to replace the old and difficult to manoeuvre carpet that was a barrier for accessibility and general safety.
- New board room tables were purchased that can be reconfigured to meet specific client needs.
- An accessible sidewalk was poured between the entrance to the Glengarry Sports Palace and the entrance to the Alexandria Library.
- Renovations were performed at the Dunvegan Community Centre's hall entrance and Bathroom to meet accessibility standards.
- Footpaths in Island Park were removed and reinstated with a minimum 9 foot width to accommodate patrons.
- A cement pad was poured under the second gazebo at Island Park with a cement walk way to facilitate access to this space.
- LED lighting was replaced in the Glengarry Indoor Sports Complex to increase illumination.
- Tiles were replaced in the Lobby, Change Areas and Bathrooms in the Glengarry Indoor Sports Complex to create even flooring.
- An uneven Community Hall floor at the Maxville & District Sports Complex was replaced.
- The Township took advantage of the roadwork done in conjunction with the Maxville Water Project to ensure all old sidewalks that were reinstated and newly poured sidewalks included accessible curb ramps. The newly poured sidewalks increase accessibility to locations such as the King George Park, the Maxville Manor, the local elementary school, the curling club, and the fair grounds.
- In accordance with the Township's sidewalk plan, sidewalks in Glen Robertson were removed and reinstated with accessible curb ramps.
- The Township Office was relocated to a fully accessible building on one level. Staff from multiple locations, including the former non-conforming Public Works building, are now at one location.
- New accessible picnic tables were placed in Centennial Park in Maxville.
- A new access point was created at Island Park to allow for individuals with mobility issues to access the soccer fields from a closer access point/entrance.
- Two additional accessible parking spots were created near the soccer field in Island Park.
- A new push-button slider door was installed at the Glengarry Indoor Sports Complex (Tim Hortons Dome)
- Upgrades at the Glengarry Sports Palace included:
 - Lifting the new arena slab to reduce the step from the arena curb to the slab surface. This eliminates the need for a ramp which will be replaced by a sill;
 - Accessibility to spectator stands by incorporating a platform lift to the south-east portion of the stands and a having dedicate area to accommodate users;
 - Universal bathroom on the ground floor (lobby) with a motorized adult change table;
 - Reconfigure the ladies and men's bathrooms on the ground floor to add a sight-blocking wall which removes the need for a door at the entrance of each bathroom. Please note that these bathrooms include one accessible stall in each bathroom;

- The installation of push-button hardware on the doors between the lobby and the ice rink.
- The Glengarry County Archives, previously leased space within the Glengarry District High School. In 2019, the group purchased a building in Alexandria that underwent an extensive refurbishment which included accessibility components such as wide corridors and an accessible ramp to enter the facility.
- The parking area at the Glen Robertson Community Centre was enlarged and resurfaced to include the accessible parking area.

9) Moving Forward – Projects Identified for 2024 and beyond

The following are commitments and strategies from 2024 onwards that the Municipality intends to take to remove and prevent barriers to persons with disabilities:

Customer Service:

- Monitor and update Accessibility Standards training for Employees, Councillors and Volunteers.
- Continue to train new employees on Accessibility Standards for Customer Service
- Continue with the implementation plan as outlined in Appendix A.

Information and Communications:

- The website will be reviewed to ensure continuous compliance with AODA standards.
- All municipal laptops and computers will be continually upgraded to make available built-in accessibility features and assistance technology support to all staff.
- The Township will continue to invest in technology that can accommodate accessibility needs.
- The Township will continue with the implementation plan as outlined in Appendix A.

Employment:

- The Township will continue to enhance workplace emergency responses through individualized emergency response information and assistance, as required.
- The Township will continue with the implementation plan as outlined in Appendix A.

Design of Public Spaces:

- The change areas and shower areas will be reconfigured at the Glengarry Sports Palace, upon successful receipt of future grants, to remove barriers.
- The sidewalk rehabilitation will continue to include accessibility standards.
- The Township will continue with the implementation plan as outlined in Appendix A.

10) Feedback

Feedback from customers gives the Township of North Glengarry the opportunity to learn and improve. The Municipality encourages individuals to make suggestions on ways to improve our services and recognizes the right of customers to make a complaint.

1. To ensure that the delivery of goods and services to those individuals with disabilities is provided in an effective and timely manner, the customer is invited to provide their feedback as follows:

In writing, in person, e-mail, telephone, or disk, (or any other agreed upon method) addressed to:

Clerk, Township of North Glengarry
3720 County Road 34, Alexandria, Ontario, K0C 1A0
Email : cao@northglengarry.ca
Phone : 613-525-1110
Fax : 613-525-1649

2. The Clerk will respond either in writing, in person, e-mail, telephone, or disk, (or any other agreed upon method) acknowledging receipt of feedback and will set out the action to be taken in response to any complaints or suggestions.
3. Feedback will be encouraged by Township Staff and the process for feedback will be explained to customers and posted on the Township website. Feedback will be used to assist with the revision of policies and procedures to provide accessible customer service.
4. The Municipality is committed to provide accessible formats and offer communication supports for persons with disabilities in a timely manner and at no more than the cost for other persons who ask for the same information.

11) Monitoring Process

To ensure that the targets established to address the removal of barriers are completed, annual reviews will be conducted by Municipal staff. The Multi-Year Accessibility Plan for the Township of North Glengarry was developed in 2011. The revised plan shall be for a 2-year period beginning January 1, 2024 to December 31, 2025. As required by legislation, the Plan will be updated biennially.

Appendix A includes the activities that have been undertaken to date and those that are targeted by municipal staff for the future. Appendix A will be reviewed and amended as work is undertaken or additional regulatory information is obtained.

Appendix A – Integrated Accessibility Standards Regulation Compliance Workplan

Customer Service Standards	Completed 2020 or prior	2021	2022	2023	2024	Comment
Establish/review policies, practices and procedures on providing goods and services to people with disabilities						Annually
Training for all department staff and Councillors on accessible customer service and new staff annually						Ongoing
Train all department staff and new staff upon hire on the Integrated Accessibility Standards Regulation and the Human Rights Code as it relates to people with disabilities						Ongoing
Monitor changes to legislation and modify materials as required						Ongoing
Post notices of temporary disruptions as per Accessibility Standards for Customer Service policy and notices will be reviewed and modified as required						Ongoing
Make available documents in large print						Ongoing
Review the Municipal Accessibility Standards for Customer Service Policy						Annually

Information and Communications	Completed 2020 or prior	2021	2022	2023	2024	Comment
Communication and Information Policy						Annually
Review process for feedback from the public						Annually
Make available documents in large print						Ongoing
Review the Municipal Accessibility Standards for Customer Service Policy						Annually
Post notices of temporary disruptions as per Accessibility Standards for Customer Service policy and notices will be reviewed and modified as required						Ongoing
The Municipality will continue to invest in technology that improves access and accommodates accessibility needs						Ongoing
Monitor changes to legislation and modify materials as required.						Ongoing
Increasing on line availability of forms						Ongoing
Staff training to establish standards for key words and consistent font on website						Ongoing
Staff training for forms of social media when posting on Facebook						Ongoing
Website updated to prescribed Web Content Accessibility Guidelines (WCAG AA)						Ongoing
2022 Municipal Elections conducted via Telephone / internet and composite paper ballot. An Accessibility Plan was prepared to coordinate all accessible elections preparations						
Inclusion of information regarding AODA and disability issues in orientation provided to new Council						
Review and update the Municipal multi-year Accessibility Plan						Annually

Information and Communications (Continued)	Completed 2020 or prior	2021	2022	2023	2024	Comment
E-scribe software for the creation of AODA compliant Council and Committee agendas and minutes						
Upgrade computers to Windows 10 and beyond						
Council Meetings can be viewed live through YouTube						
Search tool added to website						

Employment	Completed 2020 or prior	2021	2022	2023	2024	Comment
Review the Municipal Employment Practices Policy						Annually
Employment advertisement specifies that accommodation is available for job applicants with disabilities						Ongoing
Develop and review individual employee accommodation plan template for employees with disabilities						Ongoing
Employee Orientation Checklist includes accessibility training						Ongoing
Enhance workplace emergency responses through individualized emergency response information and assistance, as required						Ongoing

Design of Public Spaces	Completed 2020 or prior	2021	2022	2023	2024	Comment
1. Fire Station – Alexandria – No public access – not required to be accessible						
2. Fire Station – Apple Hill – No public access – not required to be accessible						
3. Fire Station – Maxville – No public access – not required to be accessible						
4. Glengarry County Archives – No barriers noted						
Moved to new building at 28 Kenyon Street East in Alexandria. Building upgrades addressed accessibility to public spaces						
5. Library – Alexandria						
• Barriers removed						
New automatic doors were installed						
New commercial grade carpet installed						
Signage was added to advise that accessible bathroom is available in another location						
Bathroom demolished and reinstated to meet standards						
New closer installed						
6. Library – Maxville						
• Barriers removed						
Push-button hardware installed on front door						
Door sill was installed to mitigate door lip						
7. Office Building – Municipal Office						
• Office moved to new location in July 2022 which meets all accessibility requirement.						
8. Office Building – Public Works Office						
• Building sold and no longer used by the Municipality						

Design of Public Spaces (Continued)	Completed prior to 2020	2021	2022	2023	2024	Comment
9. Park – Apple Blossom Park – No barriers noted						
Older playground equipment was refurbished and reconfigured to increase accessibility and remove barriers						
10. Park – Clark–MacIntosh Park – No barriers noted						
New playground equipment was installed and old equipment refurbished and reconfigured to increase accessibility and remove barriers						
11. Park – Dalkeith Community Hall Park – No barriers noted						
New playground equipment was installed and configured to increase accessibility and remove barriers						
12. Park – Dunvegan Park – No barriers noted						
New playground equipment was installed and old equipment refurbished and reconfigured to increase accessibility and remove barriers						
13. Park – Glen Robertson Park – No barriers noted						
New playground equipment was installed and old equipment refurbished and reconfigured to increase accessibility and remove barriers						
14. Park – Island Park – No barriers noted						
New sidewalk was installed to increase access to public beach and splash pad						
Cement pads poured to allow wheel chairs to be alongside individuals sitting on park benches						
Cement pad was poured under Gazebo 1						
Accessible outdoor exercise equipment was installed in partnership with Glengarry Community Living						

Design of Public Spaces (Continued)	Completed prior to 2020	2021	2022	2023	2024	Comment
Footpaths were remove and re-asphalted to a width of 3 metres to accommodate users						
Cement pad was poured under Gazebo 2						
Accessible picnic tables were purchased over several years for the Park						
Playground equipment was rehabilitated to remove barriers						
New ramp installed for toddler play structure						
New point to access soccer fields & two accessible parking spots						
15. Park – King George Park – No barriers noted						
Perimeter pathways paved with stone-dust						
Park was leveled to flatten and areas grassed to increase accessibility						
16. Park – Maxville Sports Complex Park – No barriers noted						
New playground equipment was installed and old equipment refurbished and reconfigured to increase accessibility and remove barriers						
New ramp was built which now allows for easier outside access to bleachers and players change rooms						
17. Park – Mill Square Parkette – No barriers noted						
Accessible outdoor furniture						
Crosswalk with audible pedestrian crossing controls on Main Street						
Accessible sidewalk bump-out on north side of Mill Square Street						
Accessible sidewalk bump-out on south side of Mill Square Street						

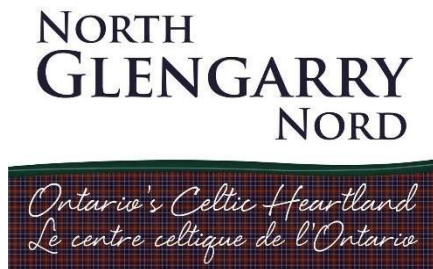
Design of Public Spaces (Continued)	Completed 2020 or prior	2021	2022	2023	2024	Comment
18. Park – Centennial Park in Maxville – No barriers noted						
New accessible picnic tables were placed						
19. Public Works – Sewage Lift Stations – No public access – not required to be accessible						
20. Public Works – Shops – No public access – not required to be accessible						
21. Public Works – Water Treatment Plant – No public access – not required to be accessible						
22. Public Works – RARE Recycling Plant - No public access but on occasion public that requires assistance access the building						
Signage was installed in parking area advising patron to call to request vehicle–side assistance from an attendant						
Entrance not equipped with automatic door						T.B.D.
Washroom not conforming						T.B.D.
23. Recreation Building – Apple Hill Community Centre						
• Barriers removed						
Push–button hardware installed on front door						
Door sill was installed to mitigate door lip						
24. Recreation Building – Dalkeith Community Centre						
• Barriers removed						
Ramp was installed						
New automatic doors were installed						
25. Recreation Building – Dunvegan Community Centre						
• Barriers removed						

Design of Public Spaces (Continued)	Completed prior to 2020	2021	2022	2023	2024	Comment
The ramp was rebuilt to meet accessibility requirements						
Bathroom was demolished and rebuilt to meet accessibility standards						
Hall entrance renovated to remove barriers						
26. Recreation Building – Glen Robertson Community Centre						
• Barriers removed						
New automatic doors were installed						
Door sill was installed to mitigate door lip						
Resurface parking area						
27. Recreation Building – Glengarry Sports Palace						
Yellow paint strips added to the edge of stairs in viewing area						
New automatic doors added to the Glengarry Sports Palace Entrance and Lobby						
Directional signage for elevator access was installed						
Ramp on north side of building to facilitate access to elevator						
Accessible signage with braille installed in the Glengarry Sports Palace						
• Elevator						
• 2 nd floor Community Hall sign						
• Lobby & washroom signs						
Elevator door decal to clearly identify access						
Accessible outdoor picnic table was installed between the Glengarry Sports Palace and the Alexandria Library						
New commercial grade carpet installed in the Glengarry Sports Palace's Board Room						

Design of Public Spaces (Continued)	Completed prior to 2020	2021	2022	2023	2024	Comment
New versatile board room tables						
Accessible sidewalk was poured at the front of the Glengarry Sports Palace between the lobby entrance and the Alexandria Library						
Accessibility to spectator stands						
Universal change room with adult and baby change tables						
Sight-blocking walls in lobby bathrooms						
28. Recreation Building – Island Park (Sandfield Centre & Gary Shepherd Hall) – No barriers noted						
Side door parking was created at the Sandfield Centre to create closer accessible parking area						
Asphalted area was widened at North building façade to facilitate entrance into the building						
Sinks were installed that increase clearance area in bathrooms						
Sections of the unistone pathways to Sandfield building were repaired						
29. Recreation Building – Maxville & District Sports Complex						
Uneven flooring in the Community Hall was replaced						
LED lighting was replaced on the track/turf/court area to increase illumination						
New doors leading into the Community Hall to allow for wider mobility devices						
Sinks were installed to increase clearance area in bathrooms						

Design of Public Spaces (Continued)	Completed prior to 2020	2021	2022	2023	2024	Comment
Change rooms and showers do not meet minimum width requirements – Physical – major renovations required						Targeted 2024-2025
30. Recreation Building – Glengarry Indoor Sports Complex (Tim Horton’s Indoor Soccer Dome) – No barriers noted						
New tiling installed in lobby, change areas and bathrooms to prevent trip hazards						
LED lighting was added to bathroom and change areas to increase illumination						
New push button sliding door in front lobby						
31. OTHER INFRASTRUCTURE						
• Sidewalk implementation plan						
In accordance with the Township’s sidewalk plan, old sidewalks were replaced on Glen Robertson’ Main Street and reinstated with accessible curb ramps						
Newly poured sidewalks that include accessible curb ramps as part of the Maxville Water Project at locations such as the King George Park, the Maxville Manor, the local elementary school, the curling club and the fair grounds						
• Review of design guidelines for public spaces						
Review processes for inclusion of accessible elements in public spaces						Ongoing
Monitor changes to legislation and modify materials as required						Ongoing
Review possible locations						Ongoing
Review signage in public locations to include reflective components						Ongoing

Appendix B – Accessibility Standards for Customer Service



Accessibility Standards for Customer Service Policy Statement

Revised: fall 2017

Reviewed November 18, 2019

Reviewed October 26, 2021

Reviewed July 24, 2023

In providing good accessible customer service the Township of North Glengarry shall use reasonable efforts to ensure that policies, practices, and procedures are consistent with the following principles:

1. Goods and services will be provided in a manner that respects the dignity and independence of persons with disabilities.
2. The provision of goods or services to persons with disabilities, and others, will be integrated, unless an alternate measure is necessary, whether temporarily or on a permanent basis, to enable a person with a disability to obtain, use, or benefit from the goods or services.
3. Persons with disabilities will be given an opportunity equal to that given to others to obtain, use, and benefit from the goods or services.
4. Persons with disabilities may use assistive devices and/or support persons in the access of goods and services.
5. That the Township of North Glengarry employees when communicating with a person with a disability shall do so in a manner that takes into account the person's disability.

APPLICATION

This policy applies to every person who deals with members of the public or other third parties on behalf of the Township of North Glengarry whether the person does so as an employee, agent, volunteer, or otherwise.

LEGISLATIVE AUTHORITY

The Accessibility Standards for Customer Service, Ontario Regulation 429/07, was created under the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA). The standard came into effect on January 1, 2008. It sets out obligations for certain persons, businesses, and other organizations to provide goods or services in a way that is accessible to people with disabilities in Ontario.

DEFINITIONS

“Assistive devices” shall mean an auxiliary aid such as communication aids, cognition aids, personal mobility aids, and medical aids. (i.e. canes, crutches, wheelchairs, or hearing aids)

“Disabilities” shall mean the same as definition of disability found in the Ontario Human Rights Code.

“Employees” shall mean every person who deals with members of the public or other third parties on behalf of the Township of North Glengarry.

“Persons with Disabilities” shall mean those individuals that are afflicted with a disability as defined under the Ontario Human Rights Code.

“Service Animals” shall mean any animal that is of service to a person with a disability.

“Support Person” shall mean any person whether a paid professional, volunteer, family member, or friend who accompanies a person with a disability in order to help with communications, personal care or medical needs, or with access to goods or services.

PRINCIPLES

Accessible Customer Service follows four basic principles:

1. Dignity – service is provided in a way that allows the person with a disability to maintain self- respect and the respect of other people.
2. Independence – when a person with a disability is allowed to do things on their own without unnecessary help or interference from others.
3. Integration – service is provided in a way that allows the person with a disability to benefit from the same services, in the same place, and in the same or similar way as other customers, unless an alternative measure is necessary to enable a person with a disability to access goods or services.
4. Equal Opportunity - service is provided to a person with a disability in such a way that they have an opportunity to access your goods or services equal to that given to others.

These basic principles will be taken into account when serving individuals with disabilities. Staff will do the following:

1. Question - what can I do to help people with disabilities access our services?
2. Ask the individual how I can help?
3. When communicating with a person with a disability, do so in a manner that takes into account the person’s disability.
4. Offer a variety of methods of communication.
5. Understand the nature and scope of the services you offer.

EXISTING POLICIES, PRACTICES, AND PROCEDURES

Existing policies, practices, and procedures will be reviewed and revised on an ongoing basis as gaps in policies are identified and impact the ability to provide goods or services to customer with disabilities. Feedback from customers will be used to identify policy gaps.

ASSISTIVE DEVICES

Every employee shall use reasonable efforts to allow person with disabilities to use their own assistive devices to access goods and/or services.

SERVICE ANIMALS

Service animals, such as guide dogs, offer independence and security to many people with various disabilities. If it is questionable whether an animal is a service animal, a person may be asked to provide a letter from a physician or nurse confirming that the person requires the animal for reasons related to a disability.

1. Every employee shall allow persons with disabilities to be accompanied by their guide dog or service animal unless the animal is excluded by law. Where an animal is excluded by law from the premises, the reason why the animal is excluded shall be explained and other reasonable arrangements to provide goods and services shall be explored with the assistance of the person with the disability.
2. The service animal shall be under the care and control of the person with the disability. If a service animal is unruly or disruptive, an employee may ask the person with the disability to remove the animal from the area, and other reasonable arrangements to provide goods or services shall be explored with assistance from the person with a disability.

SUPPORT PERSON(S)

Support person(s) assist people with disabilities in a variety of ways, by assisting with communications such as an intervener sign language interpreter, or as a Personal Support Worker providing physical assistance. A support person may also be a friend or relative that will assist and support the customer.

1. If a person with a disability is accompanied by a support person, the Township of North Glengarry shall ensure that both persons are permitted to enter the premises together and that the person with a disability is not prevented from having access to the support person while on the premises.
2. In the event that admission fees are charged, there will be no charge to the support person.
3. The Township of North Glengarry may require a person with a disability to be accompanied by a support person when on the premises, but only if a support person is necessary to protect the health or safety of the person with a disability or the health or safety of others on the premises.

SERVICE DISRUPTION – NOTICE

It is possible that from time to time there will be disruptions in service, such as an entrance way that is under repair, renovations that limit access to an area, service to an elevator, or technology that is temporarily unavailable. If disruption in service is planned, and expected, it is important to provide reasonable notice.

1. Notice of the disruption must include information about the reason of the disruption, its anticipated duration, and a description of alternative facilities.
2. Notice will be provided on the website, signs posted at appropriate site, and, if suitable, advertised in local newspaper or radio a week in advance of the disruption.

UNEXPECTED DISRUPTION IN SERVICE – NOTICE

1. In the event of an unexpected disruption in service, notice may be provided in an appropriate manner and as quickly as possible.
2. Notice will be provided on the website, signs posted at appropriate site, and if suitable advertised on the local radio station.
3. In the event of a service disruption, alternative methods of service may be considered and those impacted by service interruption shall be informed of any alternative methods.

FORMAT OF DOCUMENTS

If requested for a copy of a document in a different format than available to accommodate a person with a disability, the Township of North Glengarry will make every attempt to provide the information requested in a format that is useful to the individual.

DOCUMENTATION

1. Notice that the Township of North Glengarry has an Accessible Customer Service Standard Policy will be posted at a conspicuous place on premises operated by the Township of North Glengarry and posted on the Township website.
2. A copy of the documents will be given upon request and consideration will be given to format to accommodate a person's disability.

TRAINING

Training on Accessible Customer Service Standards will be as follows:

1. Training will be given to every person who participates in developing the policy, practices, and procedures under the Ontario Regulation 429/07 – Accessibility Standards for Customer Service.
2. Training will be given to every person who deals with the public on behalf of the Township of North Glengarry including 3rd parties i.e. employees, agent volunteers, management.
3. Training will include:

- i) A review of the purposes of the Accessibility for Ontarians with Disabilities Act, 2005 and the requirements of the customer service standard.
 - ii) How to interact and communicate with persons with various types of disability.
 - iii) How to interact with persons with disabilities who use an assistive device or require the assistance of a guide dog or other service animal or the assistance of a support person.
 - iv) How to use equipment or assistive devices available on our premises, or that otherwise provide, that may help with the provision of goods or services to people with disabilities.
 - v) What to do if a person with a particular type of disability is having difficulty accessing our goods or services.
 - vi) The Accessibility Customer Service Standard Policy for the Township of North Glengarry.
4. New employees, agents, volunteers, management, etc., shall receive training as soon as “practicable”, after being assigned.
 5. Ongoing training on changes to policies, procedures, and new equipment shall be provided.
 6. The method and amount of training shall be geared to the trainee’s role in terms of accessibility.
 7. Training records shall be kept, including the dates when the training is provided and the names of individuals to whom the training was provided.

FEEDBACK

Feedback from customers gives the Township of North Glengarry the opportunity to learn and improve. The Municipality encourages individuals to make suggestions on ways to improve our services and recognize the right of customers to make a complaint.

To ensure that the delivery of goods and services to those individuals with disabilities is provided in an effective and timely manner, the customer is invited to provide their feedback as follows:

In writing, in person, e-mail, telephone, or disk, (or any other agreed upon method) addressed to:

Clerk
 Township of North Glengarry
 3720 County Road 34, Alexandria, Ontario, K0C 1A0
 Email: cao@northglengarry.ca
 Phone: 613-525-1110 Fax: 613-525-1649

1. The Clerk will respond either in writing, in person, e-mail, telephone, or disk, (or any other agreed upon method) acknowledging receipt of feedback and will set out the action to be taken in response to any complaints or suggestions.
2. Feedback will be encouraged by Township Staff and the process for feedback will be explained to customers and posted on the Township website.

Feedback will be used to assist with the revision of policies and procedures to provide accessible customer service.



STAFF REPORT TO COUNCIL

Report No: TR2023-15

August 24, 2023

From: Kimberley Goyette – Director of Finance/Treasurer

RE: Tile Drainage Loan Application

Recommended Motion:

THAT Council of the Township of North Glengarry approves the application for a tile drainage loan for roll number 0111 011 01197000.0000 in the estimated amount of \$36,300.

Background / Analysis:

An owner of land in the municipality is requesting approval by Council under the *Tile Drainage Act* for a loan for constructing subsurface works on such land. As such 75% of the cost of the work with applicable interest can be applied for under this Act to a maximum of \$50,000. The work has been estimated at a total of \$48,438.50 and covers an area of 32 acres. The loan application is estimated at \$36,300.

A Rating By-Law setting the annual rates will be prepared along with the Offer to Sell and Debenture documents after the work is completed and inspected. Final numbers will be provided in the documents to Council at that time.

Alternatives:

1. Recommended - Council approves the loan application.
2. Not Recommended - Council does not approve the loan application.

Financial Implications:

The loan is requested and provided by Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) to the Township. The loans are applied to the individual's tax roll over a 10-year period on an annual basis with interest at 6%. Total payout of the loans can be done at any time during the 10-year time period at the request of the owner. There are no fiscal obligations on the Township.

Attachments & Relevant Legislation:

N/A

Others Consulted:

Drainage Superintendent

Reviewed and approved by:
Sarah Huskinson, CAO/Clerk



STAFF REPORT TO COUNCIL

Report No: BP-2023-23

September 11, 2023

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

RE: **ZONING BY-LAW AMENDMENT No. Z-11-2023**

Owner: TOWNSHIP OF NORTH GLENGARRY (Habitat for Humanity)

Location: 62-64 Marlborough Street, Maxville, ON
Lot 22 East of Main St N, Blk G Plan 32 (Part of Roll No. 0111 014 001 57000)

Recommended Motion:

THAT the Council of the Township of North Glengarry adopt Zoning By-Law No. Z-11-2023.

Background / Analysis:

A zoning amendment application was presented during a public meeting of planning on June 26, 2023.

Purpose of application is to rezone the subject lands from Open Space to Residential Second Density (R2) to permit the construction of a semi-detached dwelling on the subject lands, and to permit the reduction for the interior side yard minimum width setback requirement in R2 zones from the required 2.4m to the proposed 1.5m.

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

The Council of the United Counties of Stormont, Dundas and Glengarry approved the Official Plan Amendment on July 17, 2023, making the Zoning Amendment now compliant with the OP.

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-11-2023
- Public Meeting of Planning Staff report from June 26, 2023

Others Consulted:

n/a

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk



STAFF REPORT PUBLIC MEETING OF PLANNING

DATE: June 26, 2023

TO: Mayor and Council Members

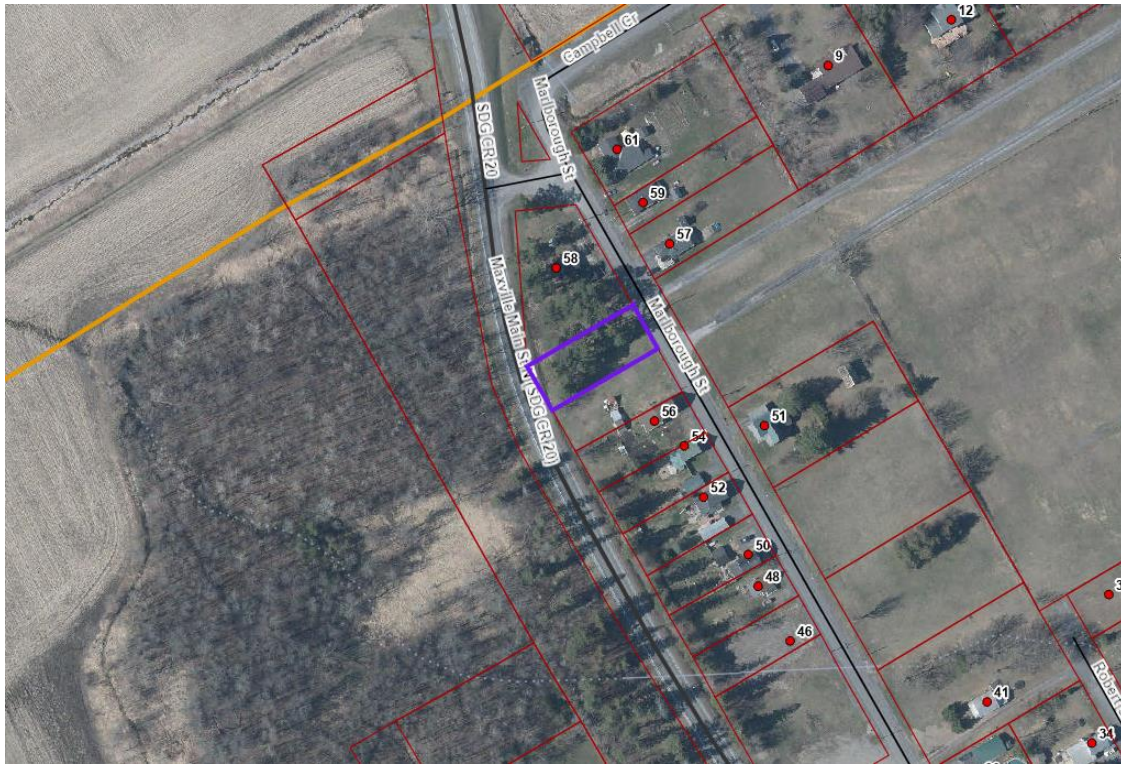
FROM: Jacob Rheaume, Director of Building, By-law & Planning

RE: Zoning By-law Amendment No. Z-11-2023

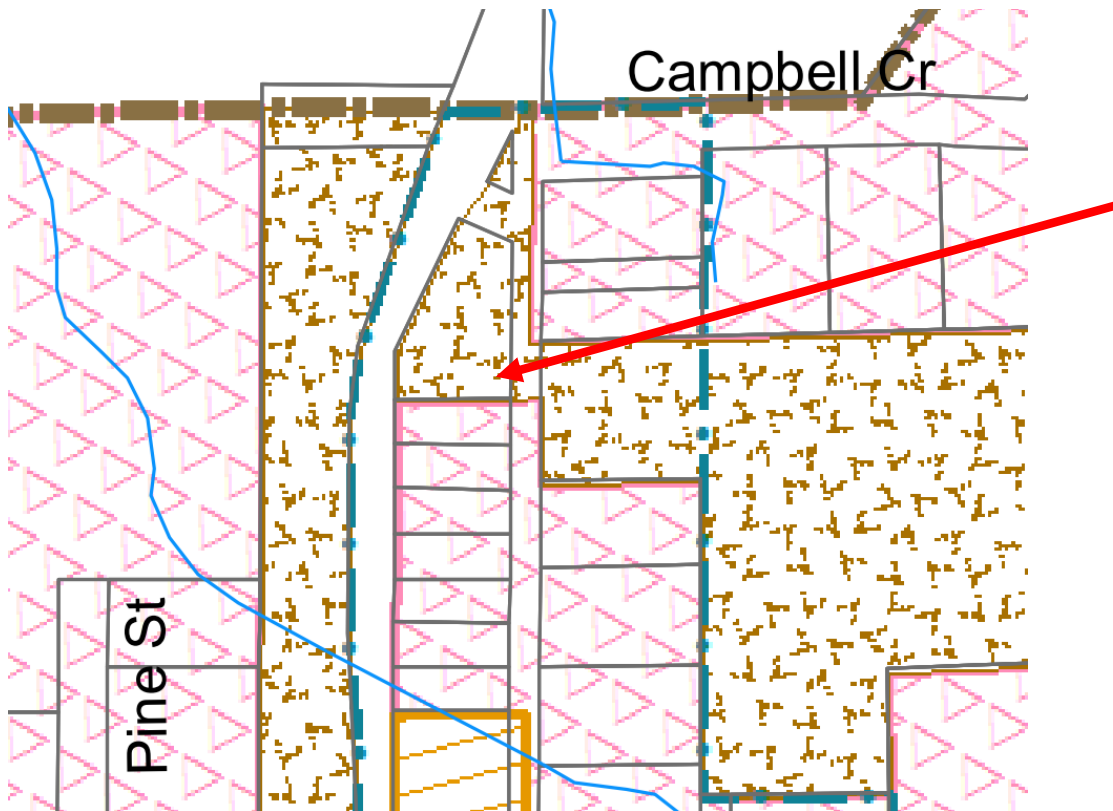
Owner: TOWNSHIP OF NORTH GLENGARRY

Location: 62-64 Marlborough Street, Maxville, ON
Lot 22 East of Main St N, Blk G Plan 32 (Part of Roll No. 0111 014 001 57000)





Official Plan designation: Urban Settlement Area (Maxville) – Major Open Space



Zoning designation: Open Space



Purpose of application:

- to rezone the subject lands from Open Space to Residential Second Density (R2) to permit the construction of a semi-detached dwelling on the subject lands, and
- to permit the reduction for the interior side yard minimum width setback requirement in R2 zones from the required 2.4m to the proposed 1.5m.

Discussion: The subject land is approximately 64' of frontage x approximately 154' for an approximate area of .21 acre (all compliant with our Zoning By-law requirements for R2). The Planning Department has received a request from the applicant to rezone the subject lands from Open Space to Residential Second Density (R2) to permit the construction of a semi-detached dwelling on the subject lands. The current Open Space zoning designation does not allow for residential development. The lot was offered by the Township to Habitat for Humanity for the proposed development of a semi-detached dwelling. At this time, the Township is still waiting for the final survey/legal description from the surveyor and lawyer to complete the transfer.

Permitted Uses	R2 Duplex Dwellings Semi-Detached Dwellings Any R1 permitted use
Lot Area min (fully serviced lot)	550m ²
Lot Frontage	18m
Front Yard & Exterior Side Yard Depth min.	7.5m
Interior Side Yard Depth min.	2.4m – <u>1.5m requested part of Zoning By-law Amendment</u>
Rear Yard Depth min.	7.5m
Dwelling Area (living) min.	75m ² per unit
Building Height max.	10.5m
Lot Coverage max.	35%
Landscaped Open Space min.	n/a
Dwellings per Lot	2

There are no detailed site plan or architectural plans done for the development at this time. The proposed building would have to be constructed as per all requirements of the Zoning By-law R2 designation such as setbacks (with proposed reductions for interior side yard), building height, parking, etc. The interior side yard setback is the only requirement that is being requested for the construction of the semi-detached. Habitat for Humanity's plan is to construct a 1-storey semi-detached dwelling, with at least 2 parking spaces for each unit, with no attached garage. The proposed Zoning Amendment does not include a requirement for Site Plan Control, and none will be required for the development. There are no additional restrictions imposed on the property, other than the R2 zone requirements listed in the table above.

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

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

The Township's Public Works Department did confirm that entrance permits could be granted for a semi-detached building, and that municipal services such as water and sanitary sewer connections could be connected to the new development. Civic numbers could also be issued (62 & 64) as per the SDG/Township civic number grid. The pumping station owned by the Township just North of the proposed development will have to change its civic number as no numbers were given to the vacant land when issuing the number for the pumping station. Staff also reviewed the potential for increased cars to ensure no negative impacts are created with the development and no issues were brought up by either the Township or the Councillors.

Because of issues with the neighbouring lot that was originally offered, Habitat for Humanity made a request to obtain this lot instead. Lot 22 is currently with the pumping station lot, but the Township is allowed, as per Planning Act, to sever off a piece of land without going through the consent application process. Once the survey is completed, the lawyers will be able to create the new PIN (lot) and give it a legal description.

This Zoning By-law Amendment is made in conjuncture with an SDG Official Plan Amendment to change the designation from Major Open Space to Residential District. The By-law will only be presented to Council, once the OP is change as a Zoning By-law Amendment needs to be compliant with the OP.

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

Site pictures:



View of property



View from property, looking North on Marlborough Street.



View from property, looking South on Marlborough Street.



View looking East, across from property.



View looking at neighboring property.

Provincial Policy Statement (2020)

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

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

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

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

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

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

Within Section 1.1.3 Land use patterns within settlement areas shall be based on densities and a mix of land uses which efficiently uses land and resources, appropriate infrastructure and public services, and supports active transportation. Appropriate municipal development standards should promote intensification, redevelopment and compact form, while avoiding or mitigating risks to public health and safety. New development taking place in designated growth areas should occur adjacent to the existing built-up area and should have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities.

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

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

SDG Counties Official Plan (2018)

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

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

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

This Zoning By-law Amendment is made in conjuncture with an SDG Official Plan Amendment to change the designation from Major Open Space to Residential District.

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

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
BY-LAW NO. Z-11-2023
BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 39-2000

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

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

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

1. Notwithstanding the provisions of Section 5.2 to the contrary, on the lands described as being Plan 32, Lot 22 E Main Street N (Marlborough St., Maxville, ON) of North Glengarry zoned Residential Second Density - Special Exception 6 (R2-6) on Schedule “A” attached hereto, the following provisions shall apply:
 - i) R2-6 Special Exception: To permit the construction of a semi-detached dwelling on the subject lands and to permit the reduction for the interior side yard minimum width setback requirement from the required 2.4m to the proposed 1.5m.
2. That Schedule “D” of By-Law 39-2000 is hereby amended by changing the “OS” Zone Symbol on the subject lands to “R2-6” on the Schedule “D” 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 11th day of September 2023.

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. Z-11-2023, duly adopted by the Council of the Township of North Glengarry, on the 11th day of September, 2023.

Date Certified

Clerk / Deputy Clerk

**SCHEDULE “A”
TO BY-LAW NUMBER Z-11-2023**

**Legend
Subject Lands
Zone Change from “OS” to “R2-6”**



**PLAN 32 LOT 21 E MAIN ST (Marlborough St., Maxville, ON)
Township of North Glengarry
United Counties of Stormont, Dundas & Glengarry**

**This is Schedule “A” to By-Law Z-11-2023.
Passed this 11th day of September 2023.**

Mayor/Deputy Mayor

CAO/Clerk/Deputy Clerk



STAFF REPORT TO COUNCIL

Report No: BP-2023-24

September 11, 2023

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

RE: **ZONING BY-LAW AMENDMENT No. Z-13-2023**

Owner: Marc DELORME

Location: 270 Industrial Boulevard, Alexandria, ON
Con 3 Part, Lot 2; RP14R3520, Part 1

Recommended Motion:

THAT the Council of the Township of North Glengarry adopt Zoning By-Law No. Z-13-2023.

Background / Analysis:

A zoning amendment application was presented during a public meeting of planning on June 26, 2023.

Purpose of application is to rezone the property from Institutional (IN) to Residential Fourth Density (R4) to permit the conversion of an office building into an apartment building.

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

The Council of the United Counties of Stormont, Dundas and Glengarry approved the Official Plan Amendment on July 17, 2023, making the Zoning Amendment now compliant with the OP.

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-13-2023
- Public Meeting of Planning Staff report from June 26, 2023

Others Consulted:

n/a

Reviewed and Approved by:
Sarah Huskinson, CAO/Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY
BY-LAW NO. Z-13-2023
BEING A BY-LAW TO AMEND ZONING BY-LAW NO. 39-2000

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

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

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

1. Notwithstanding the provisions of Section 5.4 to the contrary, on the lands described as being CON 3 PT LOT 2 RP14R3520;PART 1 (270 Industrial Blvd., Alexandria, ON) of North Glengarry zoned Residential Fourth Density (R4) on Schedule “A” attached hereto, the following provisions shall apply:
 - i) R4 - To permit the conversion of an office building into an apartment building.
2. That Schedule “C” of By-Law 39-2000 is hereby amended by changing the “IN” Zone Symbol on the subject lands to “R4” on the Schedule “C” hereto.
3. That Schedule “A” attached hereto is hereby made fully part of the By-Law.

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

READ a first, second, third time and enacted in Open Council, this 11th day of September 2023.

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor

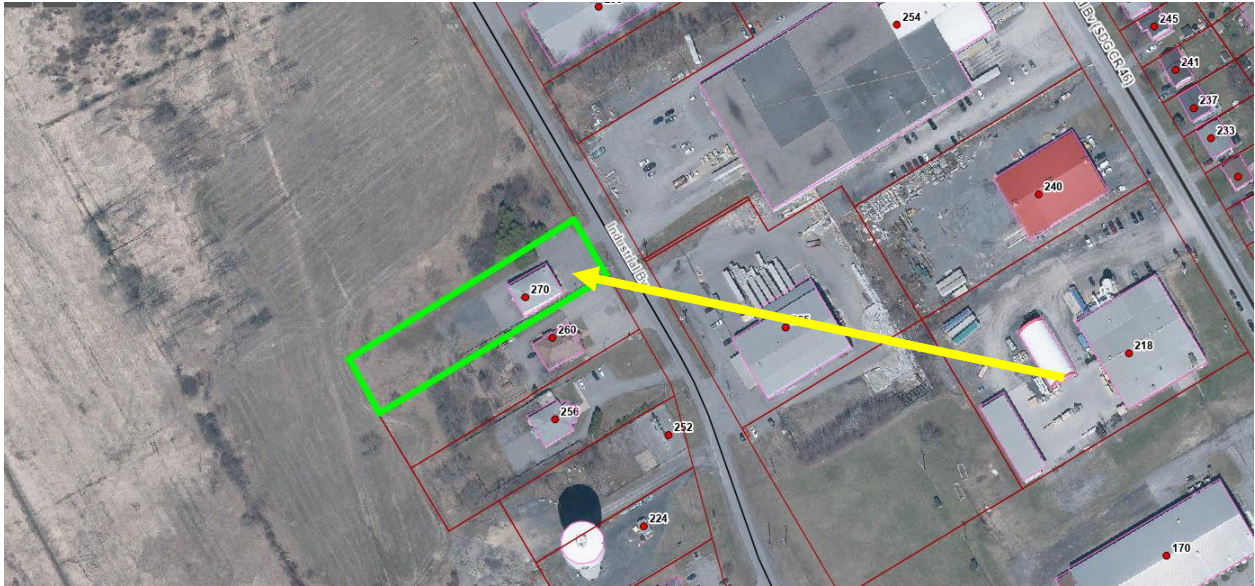
I, hereby certify that the forgoing is a true copy of By-Law No. Z-11-2023, duly adopted by the Council of the Township of North Glengarry, on the 11th day of September, 2023.

Date Certified

Clerk / Deputy Clerk

**SCHEDULE “A”
TO BY-LAW NUMBER Z-13-2023**

**Legend
Subject Lands
Zone Change from “IN” to “R4”**

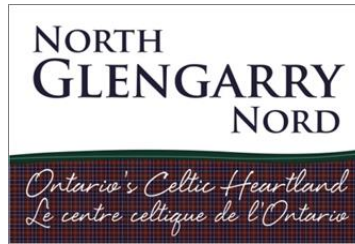


**CON 3 PT LOT 2 RP14R3520;PART 1 (270 Industrial Blvd., Alexandria, ON)
Township of North Glengarry
United Counties of Stormont, Dundas & Glengarry**

**This is Schedule “A” to By-Law Z-13-2023.
Passed this 11th day of September 2023.**

Mayor/Deputy Mayor

CAO/Clerk/Deputy Clerk



STAFF REPORT PUBLIC MEETING OF PLANNING

June 26, 2023

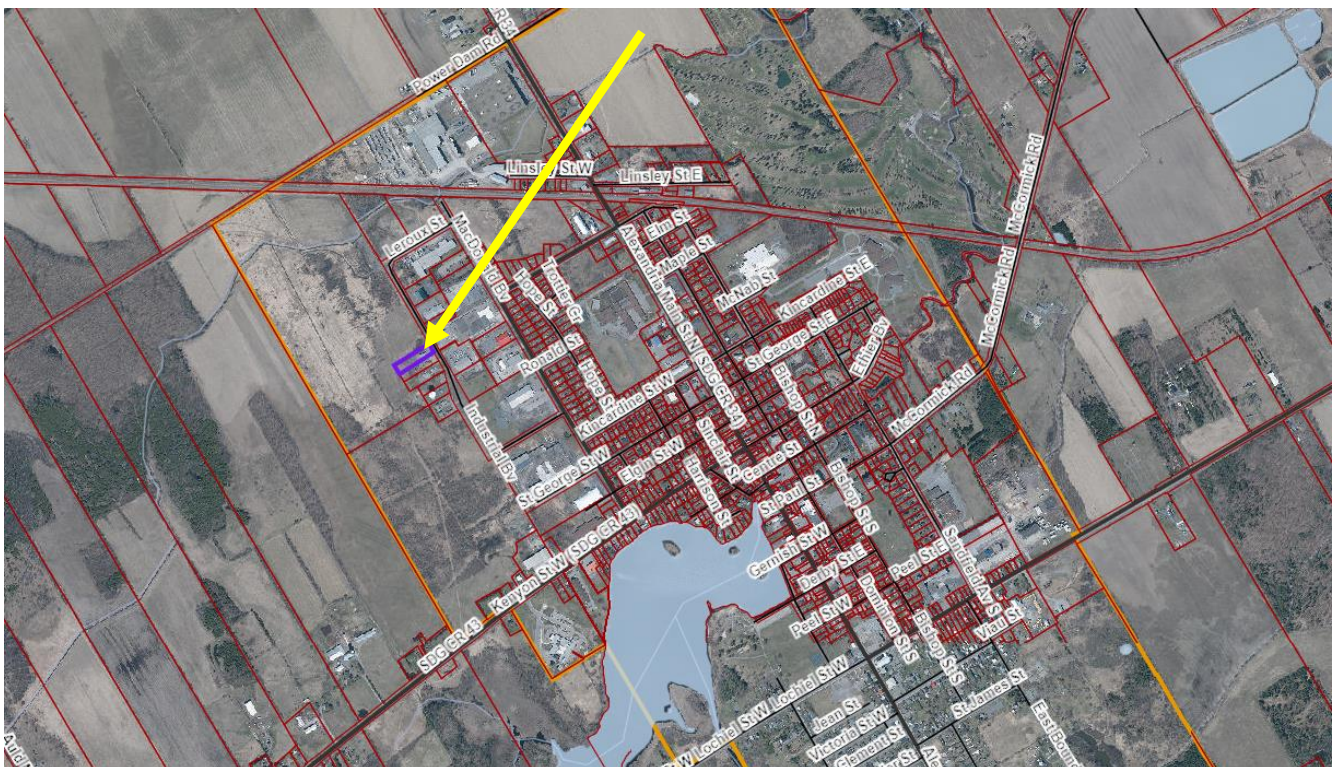
TO: Mayor and Council Members

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

RE: Z-13-2023 Public Meeting Staff Report - Marc Delorme.docx

Owner: Marc DELORME

Location: 270 Industrial Boulevard, Alexandria, ON
Con 3 Part, Lot 2; RP14R3520, Part 1

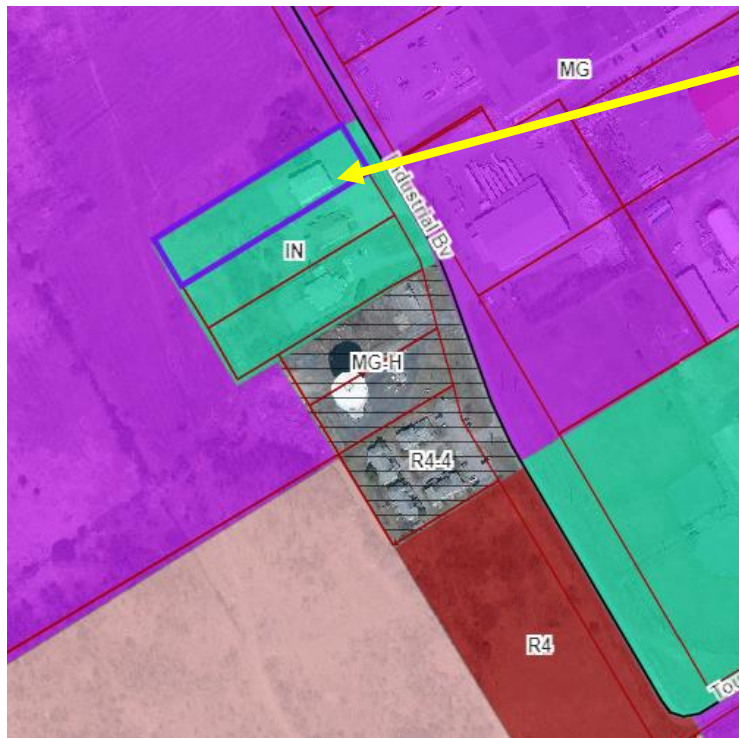




Official Plan designation: Employment District
currently being amendment to Residential District



Zoning designation: Institutional (IN)



Purpose of application:

To re-zone the property from Institutional (IN) to Residential Fourth Density (R4) to permit the conversion of an office building into an apartment building.

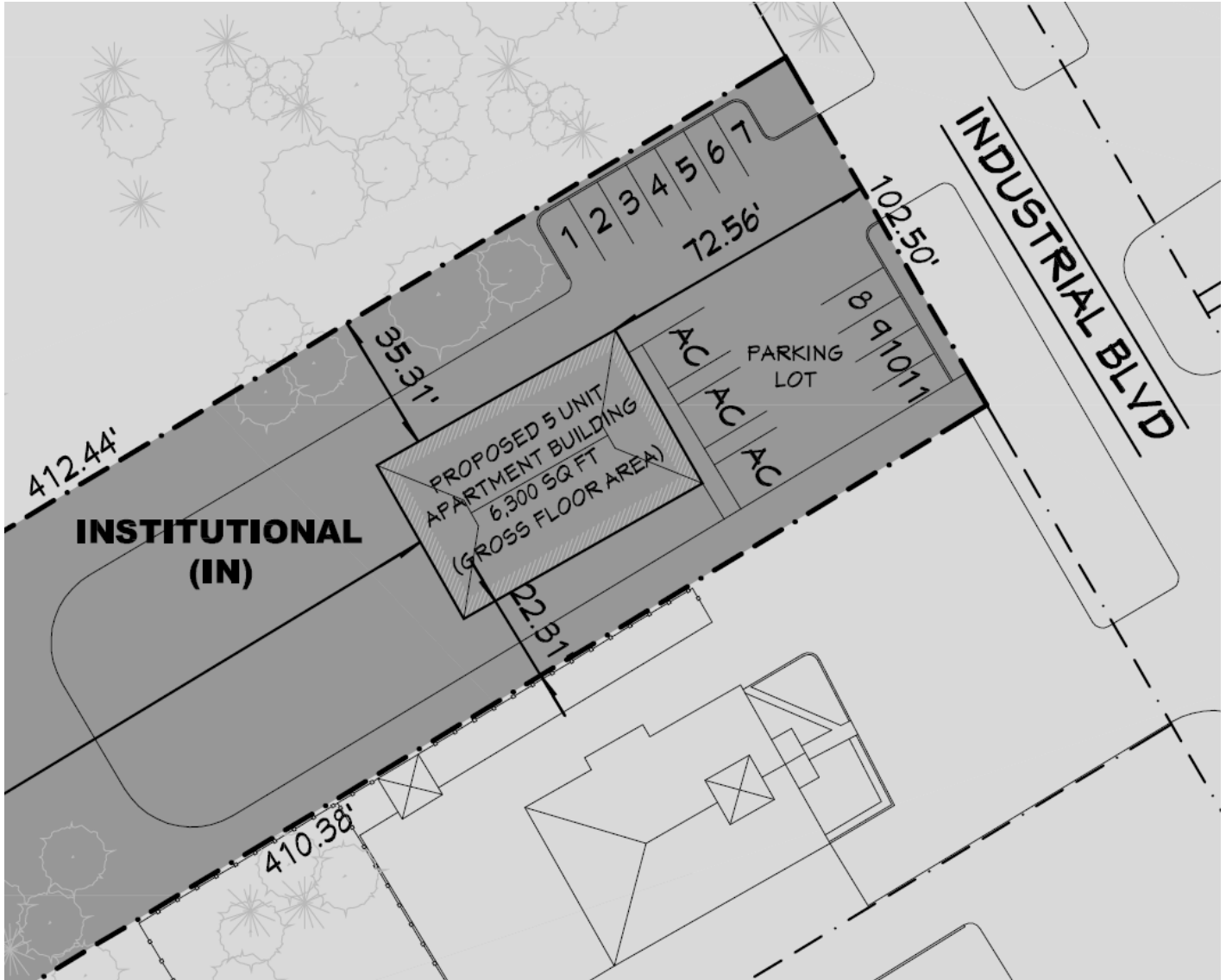
Discussion: the subject lands have frontage of approximately 101.8' on Industrial Boulevard and a depth of 411.1', with an area of 0.96 ac. The Planning Department received a request from the applicant to rezone the property from Institutional (IN) to Residential Fourth Density (R4) to permit the conversion of an office building into an apartment building.

The industrial park in Alexandria contains a number of industrial uses, along with residential, recreational, and institutional uses along the southern edge. The owner of 270 Industrial Boulevard has been trying to lease or sell his building for office/institutional uses for a significant amount of time, but has not been successful to date. The owner looked into applying for an Official Plan Amendment to redesignate the lands to permit residential uses, but was unable to find a planning consultant to justify the change since the property would be surrounded by employment uses.

Subsequent to the owner's initial proposal, the IHA development site plan was approved by Council for a multi-residential housing development, and the character of the area along the east side of Industrial Drive is shifting to residential and institutional, and includes several existing sensitive land uses.

Based on the existing and proposed uses, it was recommended that Council consider authorizing staff to submit an Official Plan Amendment to adjust the Employment Area designation boundary to facilitate additional uses on these properties. The application is currently being reviewed by the United Counties of SDG.

The proposed use, an apartment building of 5 units, will be contained within the existing building on the subject lands, no additions are proposed at this time. Former uses of the building included an office and has since then been harder to rent, since it was vacated by the previous owner. The current owner now believes that an apartment building is a better fit for the building. The prior uses existed on the lands as legal conforming, as per the Township Zoning By-law No. 39-2000 but an apartment is not allowed within the permitted uses of the Township's Zoning By-law Institutional zone.



Public Works confirms service hookups for water and sanitary sewer can be used for residential purposes. There is also enough parking spaces on the West and East side of the building to accommodate the apartment building. H

A Site Plan Control Development Agreement will not be required for the development, as per the new Bill 23. Only a building permit for a change-of-use/renovation will have to be obtained. The building permit will also deal with parking, pedestrian safety, minor neighborhood character details, drainage, grading, actual building size and location, setbacks, servicing, lighting, garbage collection, etc. but as most of it is existing, no issues are anticipated throughout the process.

The surrounding Official Plan designations are Employment district on the North, lands owned by the Township, and Residential District a bit further down a few lots on the South where there is the nonprofit housing, and where the lands were sold to IHA for the multi-use residential development.

The surrounding zoning designations include General Industrial on the lands on the North owned by the Township, and a mix of Institutional and Residential on the South and East. The surrounding uses are compatible with the proposed Zoning By-law Amendment.

200 Industrial: Non-profit housing

224 Industrial: Water tower (permitted in any designation)

252 Industrial: Hydro One substation (permitted in any designation)

256 Industrial: Maison Interlude House

260 Industrial: EarlyON Child and Family Centre

270 Industrial: Vacant office building – **to be converted to an apartment building.**



View of the property



Planning Act

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

Provincial Policy Statement (2020)

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

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

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

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

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

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

Within Section 1.1.3 Land use patterns within settlement areas shall be based on densities and a mix of land uses which efficiently uses land and resources, appropriate infrastructure and public services, and supports active transportation. Appropriate municipal development standards should promote intensification, redevelopment and compact form, while avoiding or mitigating risks to public health and safety. New development taking place in designated growth areas should occur adjacent to the existing built-up area and should have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities.

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

SDG Counties Official Plan (2018)

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

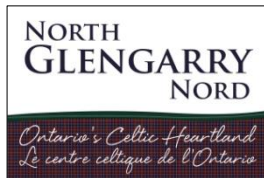
The Official Plan contains a number of goals and strategic objectives; growth is the goal to direct most forms of development to areas where full municipal wastewater and water services are available and to support the efficient use of land in these areas. The strategic objective is to

encourage infilling, intensification, and development in appropriate locations and with appropriate built form and design.

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

Based on the existing and proposed uses, it was recommended that Council consider authorizing staff to submit an Official Plan Amendment to adjust the Employment Area designation boundary to facilitate additional uses on these properties. The application is currently being reviewed by the United Counties of SDG.

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



Community Development Committee

MINUTES

Wednesday, May 31, 2023 at 3:00 pm
Council Chambers – Township Office
3720 County Road 34
Alexandria ON K0C 1A0

PRESENT: Jamie MacDonald, Mayor & Chair
Carma Williams, Deputy Mayor
Michael Madden, Councillor
Gina Dragone, Community Representative
Rory Levert, Community Representative
Dean MacGillivray, Community Representative
Chris McPherson, Community Representative
Joanne Pratt, Community Representative
Sarah Huskinson, Chief Administrative Officer / Clerk
Anne Leduc, Director – Community Services / Recording Secretary
Natalie Charette, Economic Development and Communications Coordinator

REGRETS:

1) CALL TO ORDER

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

2) DECLARATIONS OF PECUNIARY INTEREST

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

3) ADDITIONS, DELETIONS OR AMENDMENTS

8 a) French immersion boundary issues

4) ADOPTION OF THE AGENDA

Moved by: Michael Madden

Seconded by: Rory Levert

THAT the agenda for the Community Development Committee for May 31, 2023 be adopted as amended.

Carried.

5) ADOPTION OF THE PREVIOUS MINUTES

Moved by: Dean MacGillivray

Seconded by: Michael Madden

THAT the minutes of the March 29, 2023 Community Development Committee meeting be accepted as proposed.

Carried.

6) BUSINESS ARISING FROM THE MINUTES

There was no new business arising from the minutes.

7) DELEGATIONS

None

8) AGENDA ITEMS

a. Education Reform / School Boundary Working Group

An email was received from Mrs. Jessica Blaney regarding her concerns about the school situation in Maxville. Mrs. Carma Williams has responded back to Mrs. Blaney and advised that the Maxville school situation has been of great importance to Council as shown by the many efforts over the years, including the changes to PAR to allow students to choose between Tagwi and GDHS.

Mr. Dean MacGillivray indicated that the next step would be to choose immersion within their stream which might encourage students to go to Laggan and then to GDHS. Mrs. Williams indicated that this should be a second option after working on obtaining immersion for Maxville.

Mr. Jamie MacDonald added that the sod turning for the Maxville developments would be a good way to increase interest in having immersion in Maxville.

Mr. Jeff Manley has been appointed to the SDG Education Reform Committee.

b. Bill 97 and Draft Provincial Policy Statement

A report from Peter Young to SDG Council dated May 15, 2023 was shared with the Committee members along with a joint statement from the OFA/Ontario's Farm Leaders on Bill 97 and the proposed Provincial Planning Statement.

Mr. MacDonald has indicated that there will be consultation in September. Mr. MacGillivray indicates that this policy is not detrimental to agriculture in North Glengarry. It may increase the availability of land for farm families to reside on property. Mr. McPherson indicates that there is no definition for a "parcel" of land.

Mr. MacDonald stated that the size of lot at the Counties is as minimal as they can possibly make it and this has been an issue that Council has brought as something that should be modified. Mrs. Williams also mentioned that a larger lot reflects in an increase in value which means additional revenue for the Township. But, intensification should occur in the proper locations where the resident has access to services such as lighting, water, wastewater, etc.

Mr. Michael Madden clarifies that this policy creates two lots in addition to the existing lot. There can be up to three homes on each lot which is a significant increase in densification.

Mrs. Sarah Huskinson mentions that this policy is for the Golden Horseshoe.

Mr. MacGillivray as states that this might be an easy way to bring people into the township and Mrs. Gina Dragone echoes that statement adding that the lot might be a steppingstone to home ownership.

c. Working Groups

Mr. MacGillivray is interested in creating a working group for development in Alexandria and Maxville to move development forward. It allows the group to meet as needed and to explore different options.

Mrs. Williams advises that the Committees in the Development and Marketing Plan provided for two committees, a Technical Committee and an Ambassador Committee. A review of the Plan is in order. Mr. MacDonald indicates that the Plan of Subdivision contains all of the information needed to move a development forward.

Mrs. Huskinson indicates that the role of the “Technical Committee” is to have a pre-planning meeting with a developer to ensure that the information is clearly shared and understood by all.

It was agreed that the working groups would on for a trial period. Staff will email out some proposals on what a working group structure would look like.

d. CAO Update

Habitat Home for Humanity. They are now looking at building a triplex instead of a duplex. Families are required to include children. The school boundary stretches into North Stormont and there is a possibility of families being from there.

The Master Service Plan is moving along and there will be flow data available for the Maxville project. Additional information will be available for the Trillium Landing project. This information will be included in the Development Charges study which is poised to move through the approvals process.

Mrs. Huskinson has a meeting with IHA at which time they will have an announcement that will expedite their project. The meeting is at the IHA site. The Township has been working with them on water and wastewater planning.

There is funding from CMHC for rental to own homes so this may be a possibility for IHA.

Delegations at Good Roads included one about gas infrastructure which might be a subject for a working group.

Mr. MacDonald read an email sent by the recruitment division from HGMH regarding the purchase of homes to house new workers to the area.

e. Meet Me on Main Street Program

North Glengarry is replicating the North Dundas summer events for people to enjoy live music, social and eat in three locations.

Dates selected are July 20th in Maxville, August 10th in Alexandria and August 24th in Glen Robertson.

Staff will be booking entertainment, food and drink for each location.

f. Economic Development Strategy Outline

The draft report on the outline for the Economic Development Strategy to Council was presented to the Committee. The 2016 Economic Development Strategy is being used as the foundation for the refresh. Comments on the draft report can be sent directly to staff. The final report will be presented to Council at the June 26th meeting.

g. Economic Development & Communications Officer Update

Mrs. Natalie Charette updated the Committee on the following:

- Three files forward to the Regional Incentives Plan Committee and two were successful in receiving partial funding (Tranquility Acres and The Glengarry Market). Larkin Industries did not receive funding.
- The Alexandria and District Chamber of Commerce has a new board of Directors and Executive in place. Documentation was shared with the group which will be moving forward with a strategic exercise.
- Will be using the North Glengarry Flags to start a new low-cost online tourism campaign in June, asking residents or visitors to pick up a flag at the Township Office to take with them when they visit any local attraction, business or event and take a selfie with the flag, tagging us and using our hashtags on social media.
- Attended the Cornwall and Area Job Fair with Anne Leduc and the United Counties of SDG and plans are being developed to attend the National Job Fair in Montreal. The group is joining together on shared branding and ensuring that the persons have face to face time with employers.
- Working with the United Counties of SDG to create consistent message across the Townships.
- And many other subjects.

9) PENDING BUSINESS

None

10) CORRESPONDENCE/INFORMATION ITEMS

None

11) NEXT MEETING – July 26, 2023 at 3 pm in the Council Chambers at the Township Office.

12) ADJOURNMENT

The meeting was adjourned at 4:12 pm by Mr. Chris McPherson.

Jamie MacDonald
Chair

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

**BY-LAW 23 - 2023
FOR THE YEAR 2023**

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 September 11, 2023, 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 11 day of September 2023.

CAO/Clerk / Deputy Clerk

Mayor / Deputy Mayor

I, hereby certify that the forgoing is a true copy of By-Law No. 23-2023, duly adopted by the Council of the Township of North Glengarry on the 11 day of September 2023.

Date Certified

CAO/Clerk / Deputy Clerk