

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Public Meeting of Planning

AGENDA

Monday, November 24 2025, 5:45 pm Council

Chamber

3720 County Road 34

Alexandria, On. K0C 1A0

1. DISCLOSURE OF CONFLICT OF INTEREST

2. ACCEPT THE AGENDA (Additions/Deletions)

3. RATIFY MINUTES

Public Meeting of Planning Minutes – Monday October 27, 2025

4. ZONING BY-LAW AMENDMENTS

a. Zoning Amendment By-law Z-10-2025: Zawisla

b. Zoning Amendment By-law Z-11-2025: Dirico

5. OLD BUSINESS

6. NEW BUSINESS

7. NOTICE OF MOTION

8. ADJOURNMENT

THE CORPORATION OF THE TOWNSHIP OF NORTH GLENGARRY

Public Meeting of Planning

Minutes

Monday October 27 2025 5:30pm

Council Chamber 3720 County Road 34

Alexandria, On. KOC 1A0

- PRESENT:

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

Interim CAO/Clerk: Timothy Simpson
Director of Building, By-law & Planning - Jacob Rhéaume
Deputy Clerk: Jena Doonan

1. DISCLOSURE OF CONFLICT OF INTEREST

None

2. ACCEPT THE AGENDA (Additions/Deletions)

Resolution No. 1

Moved By: Carma Williams
Seconded By: Jacques Massie

THAT the Council of the Township of North Glengarry accepts the agenda for the Public Meeting of Planning on Monday October 27, 2025.

Carried

3. RATIFY MINUTES

Resolution No. 2

Moved By: Brian Caddell
Seconded By: Jeff Manley

THAT the Council of the Township of North Glengarry accepts the minutes of the Public Meeting of Planning of Monday September 8th, 2025.

Carried

4. ZONING AMENDMENTS

Zoning By-law Amendment No. Z-07-2025

OWNER: Judy & Darrel MACLEOD

ADDRESS: 20300 Kenyon Concession Road 8, Alexandria

Kenyon Concession 7, Part Lot 1

Roll 0111 011 011 32000

PIN 67102-0051

PURPOSE: To re-zone the retained portion of Consent Application No. B-81-24 ($\pm$ 198.59 acres) of the property from General Agricultural (AG) & Restricted Agricultural to General Agricultural Special Exception (AG-263) to:

- prohibit residential development and,
- acknowledge the deficiency in lot frontage from the required 200m to the proposed $\pm$ 76m, and;

To re-zone the severed portion of Consent Application No. B-81-24 ($\pm$ 5 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG- 264) to:

- prohibit agricultural uses.

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

No questions or comments were received

Zoning By-law Amendment No. Z-08-2025

OWNER: William Gordon METCALFE

ADDRESS: 18123 Athol Road, Maxville

Concession 20 IL, Part Lots 12 & 13

Roll 0111 011 016 02000

PIN 67100-0081

PURPOSE: To re-zone the retained portion of Consent Application No. B-53-25 ($\pm$ 44.6 acres) of the property from General Agricultural (AG) to General Agricultural Special Exception (AG-265) to:

- prohibit residential development and,
- acknowledge the deficiency in lot area from the required 74 acres to the proposed $\pm$ 44.6 acres, and;

To re-zone the severed portion of Consent Application No. B-53-25 ($\pm$ 2.1 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-266) to:

- prohibit agricultural uses and,

- acknowledge the deficiency in lot frontage from the required 45m to the proposed $\pm 17.7\text{m}$ (flag lot).

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

No questions or comments were received

Zoning By-law Amendment No. Z-09-2025

OWNER: 8872058 CANADA INC - Gordon MACDONALD

ADDRESS: 20829 Glen Robertson Road (County Road 10), Alexandria

Lochiel Concession 2, Part Lots 28 & 29

Roll 0111 016 005 02000

PIN 67151-0060

PURPOSE: To re-zone the retained portion of Consent Application No. B-128-24 (± 21.5 acres) of the property from General Agricultural (AG) to General Agricultural Special Exception (AG-267) to:

- prohibit residential development and,
- acknowledge the deficiency in lot frontage from the required 200m to the proposed $\pm 134.8\text{m}$ and,
- acknowledge the deficiency in lot area from the required 74 acres to the proposed ± 21.5 acres, and;

To re-zone the severed portion of Consent Application No. B-128-24 (± 1.5 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-268) to:

prohibit agricultural uses.

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

No questions or comments were received

5. OLD BUSINESS

None

6. NEW BUSINESS

None

7. NOTICE OF MOTION

None

8. ADJOURNMENT

Resolution No. 3

Moved By: Jeff Manley

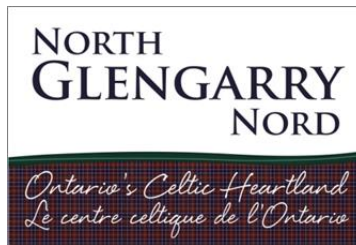
Seconded By: Jacques Massie

THERE being no further business to discuss, the Public Meeting of Planning was adjourned at 5:55 pm.

Carried

CAO/Clerk/Deputy Clerk

Mayor/Deputy Mayor



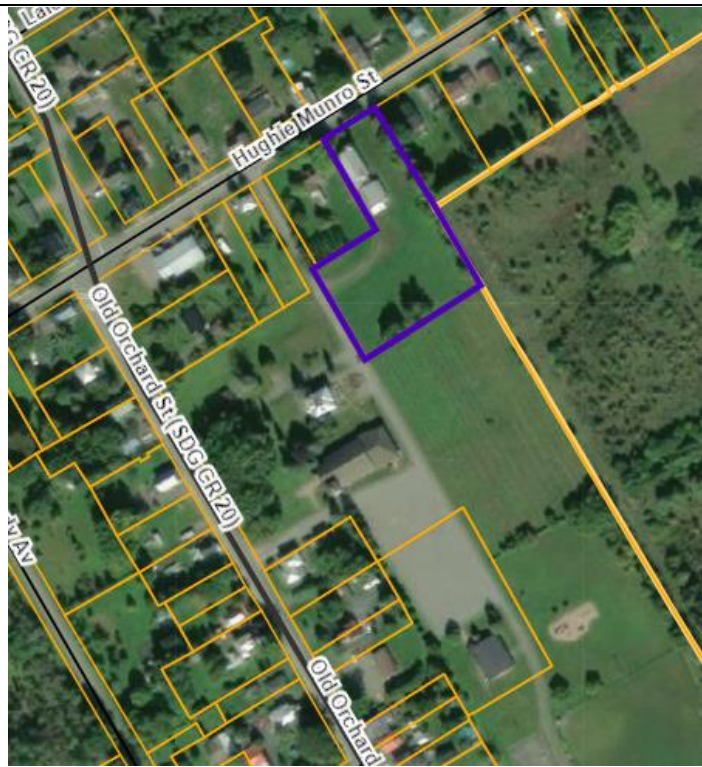
STAFF REPORT PUBLIC MEETING OF PLANNING

Date: **November 24, 2025**

To: **Mayor and Council Members**

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

File	Zoning By-law Amendment No. Z-10-2025
Owner	Andrzej & Minerva ZAWISLA
Address (Civic & Legal)	18506 Hughie Munro Road, Apple Hill Kenyon Concession 1, Part Lot 36; Plan 31 lot 1 Roll 0111 011 001 39000 PIN 67113-0220
Location	
Property	



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Site



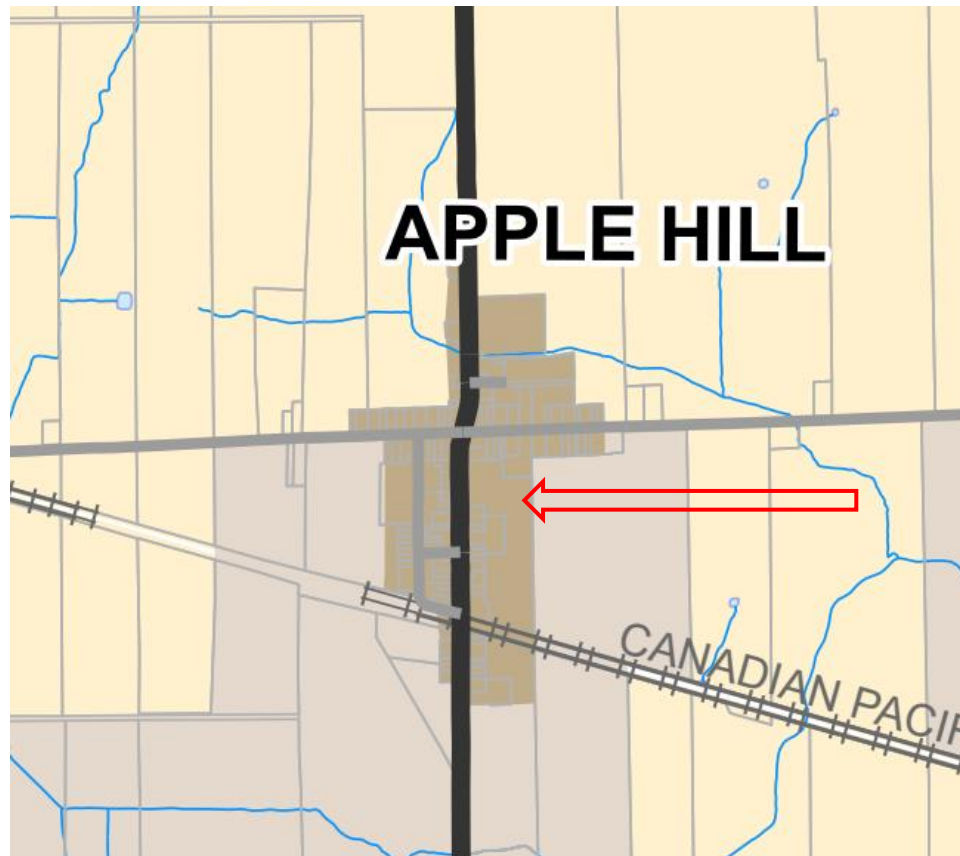
Purpose of application

THE PURPOSE of the Zoning By-Law Amendment is to re-zone the property from Institutional (IN) to Rural Hamlet (RH) to permit the existing building previously used as a church (institutional/assembly use) to be used as a single family dwelling (residential use) via a Change-of-Use permit issued under Section 8 of the Ontario Building Code Act.



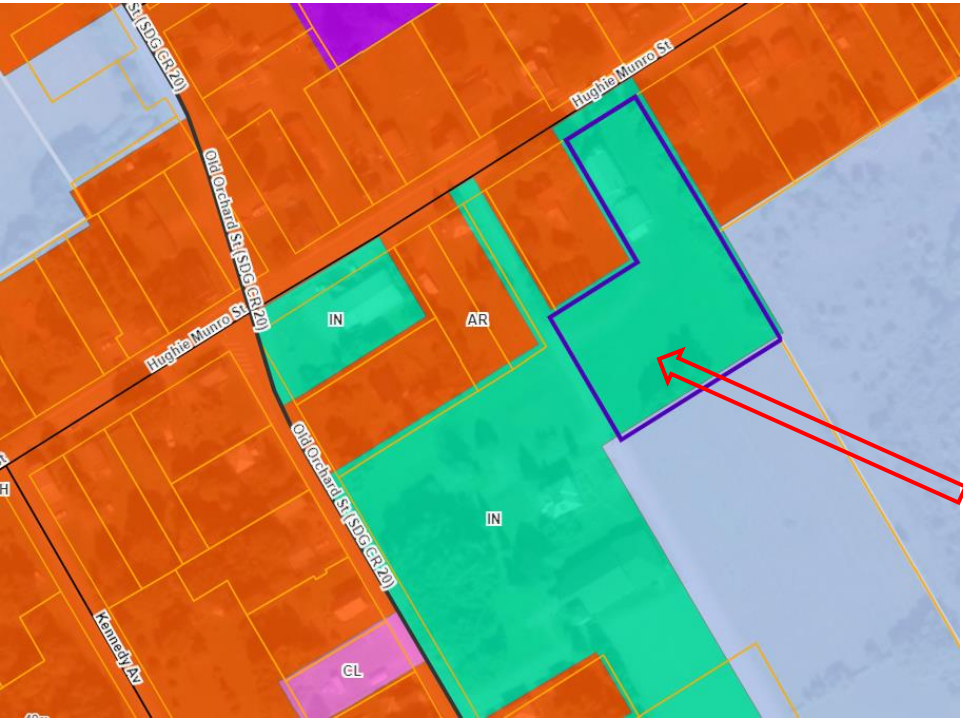
Official Plan & surroundings

Rural Settlement Area – Apple Hill



The property is located within the Rural Settlement Area of Apple Hill as identified in the United Counties of SDG Official Plan. Rural Settlement Areas are intended to accommodate a mix of land uses including residential, commercial, and community uses. The proposed conversion to residential is consistent with the established residential character of the area.

Surrounding land uses are primarily low-density residential dwellings, accessory structures, and small parcels typical of the Apple Hill settlement pattern. The introduction of a single-family dwelling is not anticipated to create adverse impacts.

Zoning & surroundings	Institutional (IN)  Existing Use: Former church building (Institutional). Proposed Use: Conversion to a Single-Family Dwelling. The proposed use represents an adaptive reuse of an existing structure, consistent with the intent of the PPS and the Official Plan to support efficient development within serviced settlement areas.
Use	Currently used as a church building (Institutional)
Surrounding Uses	North – Residential lots East – Residential lots South – Residential lots, small parcels West – Residential properties and local rural uses The surrounding uses are entirely compatible with the proposed residential conversion.
Size/Area	1.43 Acres No proposed changes. Compliant with Zoning By-law.

Frontage	31.8m on Hughie Munro Road No proposed changes. Compliant with Zoning By-law.
Dimensions	Irregular shape
Buildings	2 buildings, a single-family dwelling to remain and 1 residential accessory storage building. No proposed changes. Compliant with Zoning By-law. 
Building Height	Compliant with Zoning By-law.
Setbacks	Compliant with Zoning By-law. The survey has not been submitted at this point in time. Any new buildings to be built in compliance with Zoning By-law, no reductions in setback proposed.

Lot Coverage	Compliant with Zoning By-law. Any new building to be built in compliance with Zoning By-law, no reductions in minimum lot coverage is proposed.
Sanitary/Septic	The property is serviced by an existing private septic system. Private Class 4 Septic system located on the East of the existing dwelling. The system must be evaluated for compliance with current requirements for residential use.
Water/Well	Serviced by an existing private well. The well must be confirmed as adequate for residential occupancy.
Storm	Storm water dispersed on site. No changes proposed.
Entrance/Driveway	1 existing driveway accessible from Hughie Munro Road, driveway remain. No new entrances proposed. 
Civic number	1 existing civic number 18506 to remain for the existing dwelling.
SDG	No comments submitted.
RRCA & SNRCA	No comments submitted.

EOHU	No comments submitted.
MTO	No comments submitted.
CP/CN/Via Rail	No comments submitted.
OMAFRA	No comments submitted.
Hydro one, OPG, Bell, Enbridge	No comments submitted.
NG Roads Dept.	No comments submitted.
NG Public Works Dept.	No comments submitted.
NG Fire Dept.	No comments submitted.
NG By-law Dept.	No comments submitted.
NG Building Dept.	A Change of Use Permit will be required under Section 8 of the OBCA. The building must be upgraded to meet all Ontario Building Code requirements for residential use, including: - Fire separations and life safety - Structural capacity - Egress and exit requirements - Any other applicable residential occupancy standards. Prior to permit issuance, the Building Department may conduct an on-site review to confirm no other structures pose health or safety concerns.
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. In making planning decisions, Council must have regard for matters of provincial interest and ensure that decisions are consistent with the Provincial Policy Statement (PPS) and conform with the SDG Official Plan. This application meets the requirements of the Planning Act.

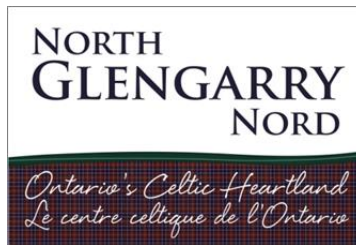
Provincial Policy Statement	The PPS encourages efficient land use, adaptive reuse of existing buildings, and development within settlement areas where private services already exist. The proposed residential conversion: - Supports efficient development patterns - Uses existing servicing and infrastructure - Contributes to rural settlement vitality - Represents an environmentally responsible reuse of an existing structure. The proposal is consistent with the PPS.
Official Plan	The SDG Official Plan supports residential development in Rural Settlement Areas where: - Development is compatible with surrounding uses - Existing infrastructure and services can adequately support it - Infill and redevelopment are encouraged - Adaptive reuse of existing buildings is permitted. This application meets all relevant OP criteria.
Zoning By-law 39-2000	Following approval of this amendment, the property will be rezoned appropriately for residential use (Rural Residential), and the proposed Single-Family Dwelling will be a permitted use. All zoning standards will apply to future development on the site.
Justification	Facilitates appropriate land use compatibility and minimizes conflicts (Act) Supports efficient, sustainable development patterns (PPS) Represents infill development within an existing Rural Settlement Area (OP) Aligns with community character and surrounding land uses (OP) Provides an appropriate and desirable use for the site (ZB) Ensures functional site design, access, servicing, and safety (ZB) Amendment ensures functional site design: adequate access, parking, servicing, etc. (ZB)

Pictures of site





In conclusion, based on the criteria above, the proposed zoning amendment conforms to the relevant policies of the United Counties of Stormont Dundas and Glengarry's Official Plan, it is consistent with Provincial Policy Statement and compliant with the Township of North Glengarry Zoning By-law No. 39-2000.



STAFF REPORT PUBLIC MEETING OF PLANNING

Date: **November 24, 2025**

To: **Mayor and Council Members**

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

File	Zoning By-law Amendment No. Z-11-2025
Owner	Tiffany DIRICO
Address (Civic & Legal)	1250 & 1280 Tannery Road, Dalkeith Lochiel Concession 9, Part Lots 23 & 24; 14R5288 Parts 2, 3, 7 & 8; RP 14R1378 Part 10 Roll 0111 016 019 64200 PIN 67163-0234
Location	

Property



Site



Purpose of application

THE PURPOSE of the Zoning By-Law Amendment is:

To re-zone the retained portion of Consent Application No. B-45-25 (± 21.3 acres) of the property from General Agricultural (AG) to General Agricultural Special Exception (AG-269) to:

- prohibit additional residential development (1 existing single-family dwelling to remain) and,
- acknowledge the deficiency in lot area from the required 74 acres to the proposed ± 21 acres, and;

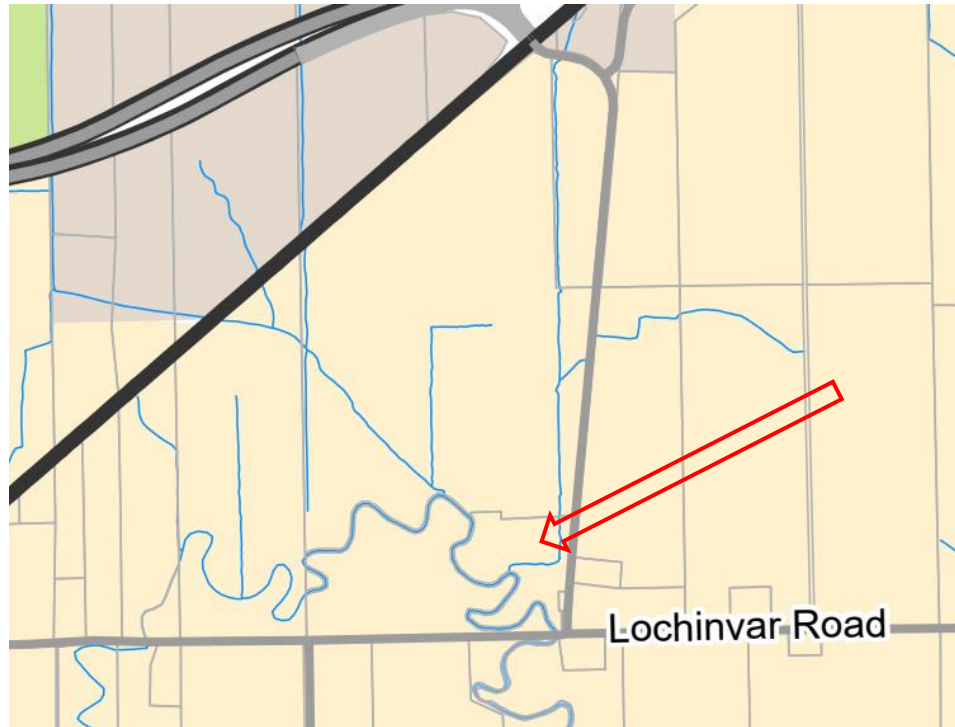
To re-zone the severed portion of Consent Application No. B-45-25 (± 1.1 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-270) to:

- prohibit agricultural uses.



Official Plan & surroundings

Agricultural Resource Lands



Zoning & surroundings

General Agricultural (AG) & Floodplain (FP) - Lochinvar Drain



Use	Currently used as residential (2 dwellings) and fields. No proposed change after ZBA & Consent.
Surrounding Uses	North – Cash crop land/fields, 417 exit & Herb's Plaza East – Rural residential properties & cash crop land/fields South – Some wetlands & floodplains, cash crop land/fields West – Cash crop land/fields
Size/Area	+/- 22.4 acres Proposed Consent Application No. B-45-25: - retained portion – 21.3 acres - severed portion – 1.1 acres. Retained portion needs Zoning acknowledgement for the 21.3 acres, being less than the required 74 acres. Severed portion is compliant with Zoning By-law.
Frontage	Proposed Consent Application No. B-128-24: - retained portion – 217m on Tannery Road - severed portion – 85m on Tannery Road. Both portions are compliant with Zoning By-law.
Dimensions	+/- 22.4 acres of land of irregular shape.
Buildings	4 buildings 1 single-family dwelling (1250) to be kept with the agricultural portion of the severance, along with 2 accessory buildings. 1 single-family dwelling (1280) to be kept with the residential portion of the severance.
Building Height	Compliant with Zoning By-law.
Setbacks	All 4 buildings & 2 septic systems compliant with Zoning By-law.
Lot Coverage	Compliant with Zoning By-law. The new property line is proposed to be in such a location to keep the area to a minimum to accommodate the residential use for the dwelling, septic, well and the accessory building as per OP for both portions.
Sanitary/Septic	Private Class 4 Septic system located on the East of the dwelling for 1280 & located on the North-West for 1250.
Water/Well	Private Well for both portions.

Storm	Storm water dispersed on site for both portions.
Entrance/Driveway	2 existing driveways off of Tannery Road, one for each dwelling/portion, to remain. 

Civic number	2 existing civic numbers 1250 & 1280 to remain for each portion. Currently no civic number for the agricultural, with 1250.
SDG	No frontage or access on any County Roads. The applicant received conditional approval from the United Counties of Stormont Dundas & Glengarry on June 4, 2025, for Consent Application B-45-25, granted on lands designated as Agricultural Resource Lands as per 8.12.13.3 (7) for a residence surplus to a farming operation.
RRCA & SNRCA	We have received a comment from RRCA as there is a mapped watercourse on and within 15m of the subject lot. Alterations to the watercourse including but not limited to shoreline restoration, crossings, bridges, culverts, channelization, channel closures, realignment and cleanouts shall require permission from the Raisin Region Conservation Authority, as per O. Reg. 175/06.
EOHU	No comments submitted.
MTO	No comments submitted.
CP/CN/Via Rail	No comments submitted. All existing buildings are outside the CN railway buffer zoned.
OMAFRA	No comments submitted. No intensive livestock facility nearby.
Hydro one, OPG, Bell, Enbridge	No comments submitted.
NG Roads Dept.	No comments submitted.
NG Public Works Dept.	No comments submitted.
NG Fire Dept.	No comments submitted.
NG By-law Dept.	No comments submitted.
NG Building Dept.	The owner will have to apply for a building permit for an agricultural accessory building to be changed to a residential storage building, or the building could be demolished. Prior to clearing all the conditions, the Chief Building Official will go on site to ensure no other structures are creating a health and safety hazard for the public and future owners, such as sheds, silo, other old buildings, etc.

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 conform, or not conflict with, the Stormont, Dundas and Glengarry Official Plan which apply to the lands.
Provincial Policy Statement	According to the Provincial Policy Statement (2020) lot creation in prime agricultural areas is discouraged and may only be permitted in certain circumstances. A residence surplus to a farming operation is the most common reason and is applicable to this application provided that the new lot will be limited to a minimum size needed to accommodate the use, accessory uses, and appropriate sanitary sewage and water services. The planning authority ensures that new residential dwellings are prohibited on any remnant parcel or farmland created by the severance.
Official Plan	The SDG Counties Official Plan Policy (8.12.13.3(7)) permits lot creation in agricultural lands for a residence surplus to a farming operation if the new lot will be limited to a minimum size needed to accommodate the use, accessory uses, and appropriate sanitary sewage and water services, and the municipality prohibits further dwellings (residential development) on the vacant retained lands created by the subject consent.
Zoning By-law 39-2000	Compliant with Zoning By-law. After the passing of this Zoning By-law Amendment, both portions will be deemed to have the required minimum Lot Area and minimum Lot Frontage, and all minimum setbacks will have to be met. The existing use to remain is compliant with the permitted uses within the General Agricultural Zones.
Justification	Facilitates appropriate land use compatibility and minimizes land use conflicts. (ACT) Supports sustainable development by promoting a mix of land uses (ACT) Supports efficient land use and development patterns (PPS) Amendment aligns with the general intent and vision of the Official Plan (OP) Enhances the community's character while respecting compatibility with surrounding uses (OP) The proposed use is appropriate and desirable for the site (ZB) Amendment ensures functional site design: adequate access, parking, servicing, etc. (ZB)

Pictures of site





In conclusion, based on the criteria above, the proposed zoning amendment conforms to the relevant policies of the United Counties of Stormont Dundas and Glengarry's Official Plan, it is consistent with Provincial Policy Statement and compliant with the Township of North Glengarry Zoning By-law No. 39-2000.