

THE CORPORATION OF THE TOWNSHIP OF NORTH  
GLENGARRY

Public Meeting of Planning

Monday, August 12, 2024, 5:30 pm

Council Chamber

3720 County Road 34

Alexandria, On. K0C 1A0

The Council of The Township of North Glengarry would like to advise the public that this meeting is or maybe recorded by either the press or any other individuals.

1. **DISCLOSURE OF CONFLICT OF INTEREST**
2. **ACCEPT THE AGENDA (Additions/Deletions)**
3. **RATIFY MINUTES**
  - a. Public Meeting of Planning Minutes - May 27 2024
4. **SITE PLAN DEVELOPMENT AGREEMENT**
  - a. SPDA By-law No. 38-2024 - Maxville Manor
5. **OLD BUSINESS**
6. **NEW BUSINESS**
7. **NOTICE OF MOTION**
8. **ADJOURNMENT**

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

**Public Meeting of Planning**

**Monday, May 27, 2024**

**5:30 pm**

**Council Chamber**

**3720 County Road 34**

**Alexandria, On. K0C 1A0**

COUNCIL MEMBERS      Deputy Mayor: Carma Williams

PRESENT:

Councillor (At Large) - Jacques Massie  
Councillor (Kenyon Ward) - Jeff Manley  
Councillor (Alexandria Ward) - Michael Madden  
Councillor (Lochiel Ward) - Brian Caddell

REGRETS:

Mayor - Jamie MacDonald  
Councillor (Maxville Ward) - Gary Martin

MUNICIPAL STAFF

CAO/Clerk - Sarah Huskinson

PRESENT:

Director of Building, By-law & Planning - Jacob Rhéaume  
Deputy Clerk - Jena Doonan  
Planning Services - Chantal Lapierre

- 1. DISCLOSURE OF CONFLICT OF INTEREST**
- 2. ACCEPT THE AGENDA (Additions/Deletions)**

**Resolution No. 1**

**Moved By:** Michael Madden

**Seconded By:** Brian Caddell

**THAT** the Council of the Township of North Glengarry accepts the Public Meeting of Planning Agenda of **Monday, May 27th/2024.**

**Carried**

- 3. RATIFY MINUTES**

**Resolution No. 2**

**Moved By:** Jeff Manley

**Seconded By:** Brian Caddell

**THAT** the Council of the Township of North Glengarry accepts the minutes of the Public Meeting of Planning of Monday, April 8th/2024.

**Carried**

- 4. ZONING AMENDMENTS**

**4.a Z-04-2024**

**Owner:** Michel Desnoyers

**Location:** 47 MacDonald Blvd., Alexandria

**Purpose of Application:**

- to rezone the subject lands from Residential First Density (R1) to Residential Second Density (R2) to permit the construction of a semi-detached dwelling on the subject lands, and
- to permit a reduction for the lot area minimum in R2 zones from the required 550m<sup>2</sup> to the proposed (existing) 514.17m<sup>2</sup>, and
- to permit a reduction for the rear yard minimum setback requirement in R2 zones from the required 7.5m to the proposed 3m and,
- to permit a reduction for the front yard minimum setback requirement in R2 zones from the required 7.5m to the proposed 6m for the building and 4.5m for the front porches.

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

**Councillor (Lochiel Ward) - Brian Caddell** – Commented that the Township is constantly reviewing property setbacks and maybe we should be reviewing all setbacks for all properties.

**Director of Building, By-law & Planning – Jacob Rhéaume** – Explained that the new Zoning By-law setbacks will be different and these types of zoning amendments may no longer be required.

**Deputy Mayor - Carma Williams** – Expressed concern over balancing out good planning practices vs putting a semi on small lot with no backyard.

**Director of Building, By-law & Planning – Jacob Rhéaume** – Responded by saying that the Province is pushing for more units. However, the planning department does look at the lot area, the frontage. Maybe there is no backyard but there is a side yard. In this case, the planning department, was of the opinion that the lot coverage was ok as well as the frontage and the owner could easily split the lot in half in order to sell one or both units.

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

**No other comments were received.**

**4.b Z-05-2024**

**Owner:** Wilko Finger

**Location:** 20129 Kenyon Conc Rd 8 Alexandria

**Purpose of application:** to re-zone both the severed and retained portion subject to Consent Application B-8-24 condition No. 2 & 3 as follows;

The **retained** portion of the property (48.77 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-246) to:

- acknowledge the deficiency in lot frontage (Kenyon Concession Road 8) from the required 200m to the proposed 179m and;
- Acknowledge the lot area deficiency from the required 74 acres to the proposed 36.98 acres and;

- to prohibit residential development.

The **severed** portion of the property (2.20 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-247) to:

- acknowledge the deficiency in lot frontage (Laggan-Glenelg Road) from the required 45m to the proposed 6m ("flag" lot) and;
- prohibit agricultural uses.

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

**No comments were received**

**4.c Z-06-2024**

**Owner:** Wilko Finger

**Location:** 20129 Kenyon Conc Rd 8 Alexandria

**Purpose of application:** to re-zone both the severed and retained portion subject to Consent Application B-126-23 condition No. 2 & 3 as follows;

The **retained** portion of the property (103.39 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-248) to:

- to prohibit residential development.

The **severed** portion of the property (2.95 acres) from General Agricultural (AG) to General Agricultural Special Exception (AG-249) to:

- prohibit agricultural uses.

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

**No comments were received**

**5. OLD BUSINESS**

**6. NEW BUSINESS**

**7. NOTICE OF MOTION**

**8. ADJOURNMENT**

**Resolution No. 3**

**Moved By:** Jacques Massie

**Seconded By:** Michael Madden

**THERE** being no further business to discuss, the Public Meeting of Planning was adjourned at 5:49pm.

**Carried**

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CAO/Clerk/Deputy Clerk

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Mayor/Deputy Mayor



**STAFF REPORT  
PUBLIC MEETING OF PLANNING**

**August 12, 2024**

**TO:** Mayor and Members of Council

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

**RE:** Site Plan Development Agreement By-law No. 38-2024

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**Recommended Motion:**

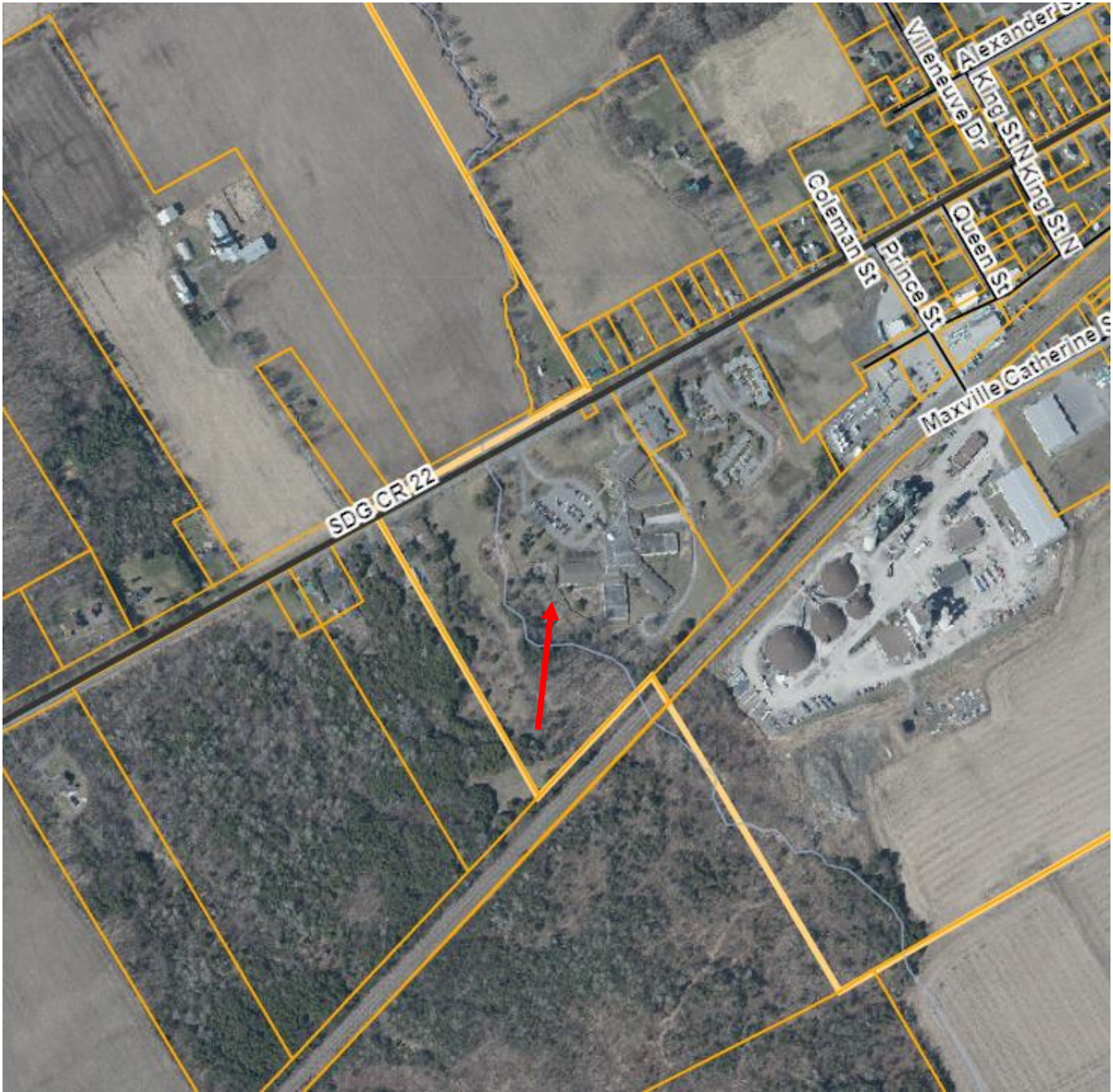
No recommendation from staff at this meeting. This meeting is to present (only) the file/application and to gather all comments from public and Council to ensure all relevant concerns are addressed, should there be any. A recommendation will then be made at a subsequent Council Meeting

**Owner:** Maxville Manor

**Agent:** G architects / Nick Leblanc-Architect, OAA, MArch

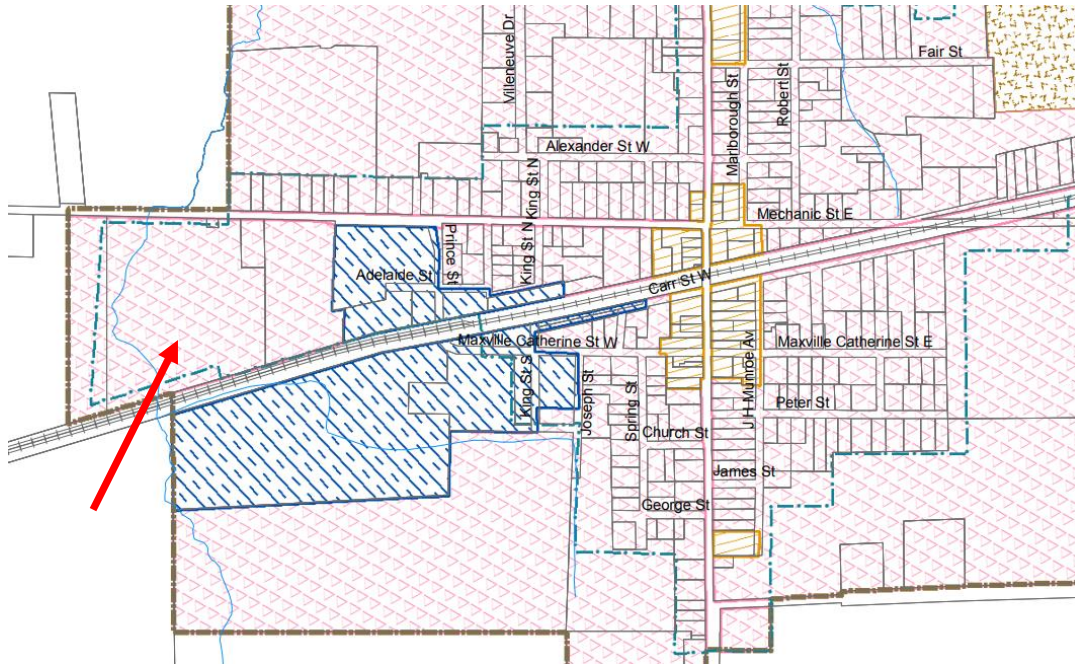
**Location:** 80 Mechanic Street West, Maxville  
Con 17 IL, Part Lots 12 & 13; Plan 32 Blk I; Lot 4 & Part Lots 3, 5 & 6  
Roll No. 0111 014 000 66000; PIN 67103-0377







**Official Plan designation: Urban Settlement Area (Maxville) – Residential District**



**Zoning: Institutional (IN)**



Approximately 17.45 acres, bounded by Mechanic Street West to the north, Village Center Apartments (Civic No. 72 Mechanic Street West) and Glen Garden Village (Civic No. 64 Mechanic Street West) to the east, Canadian National Railway (CNR) railroad to the south, and a private watercourse along the western portion of the site.

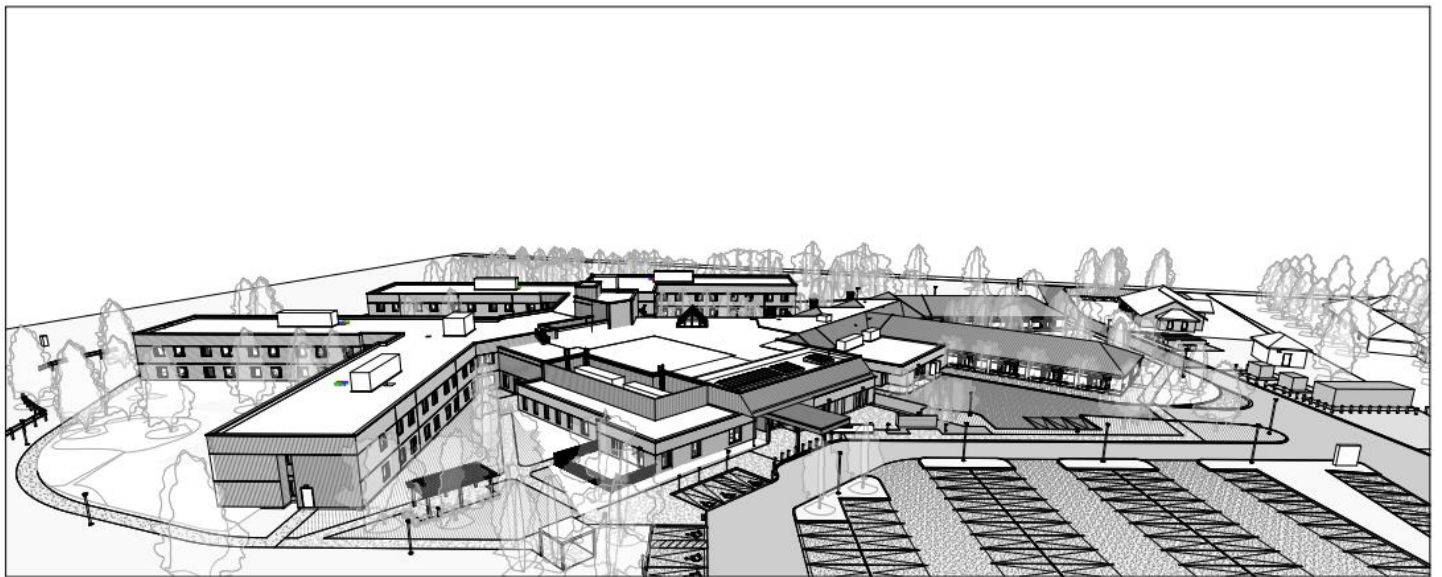
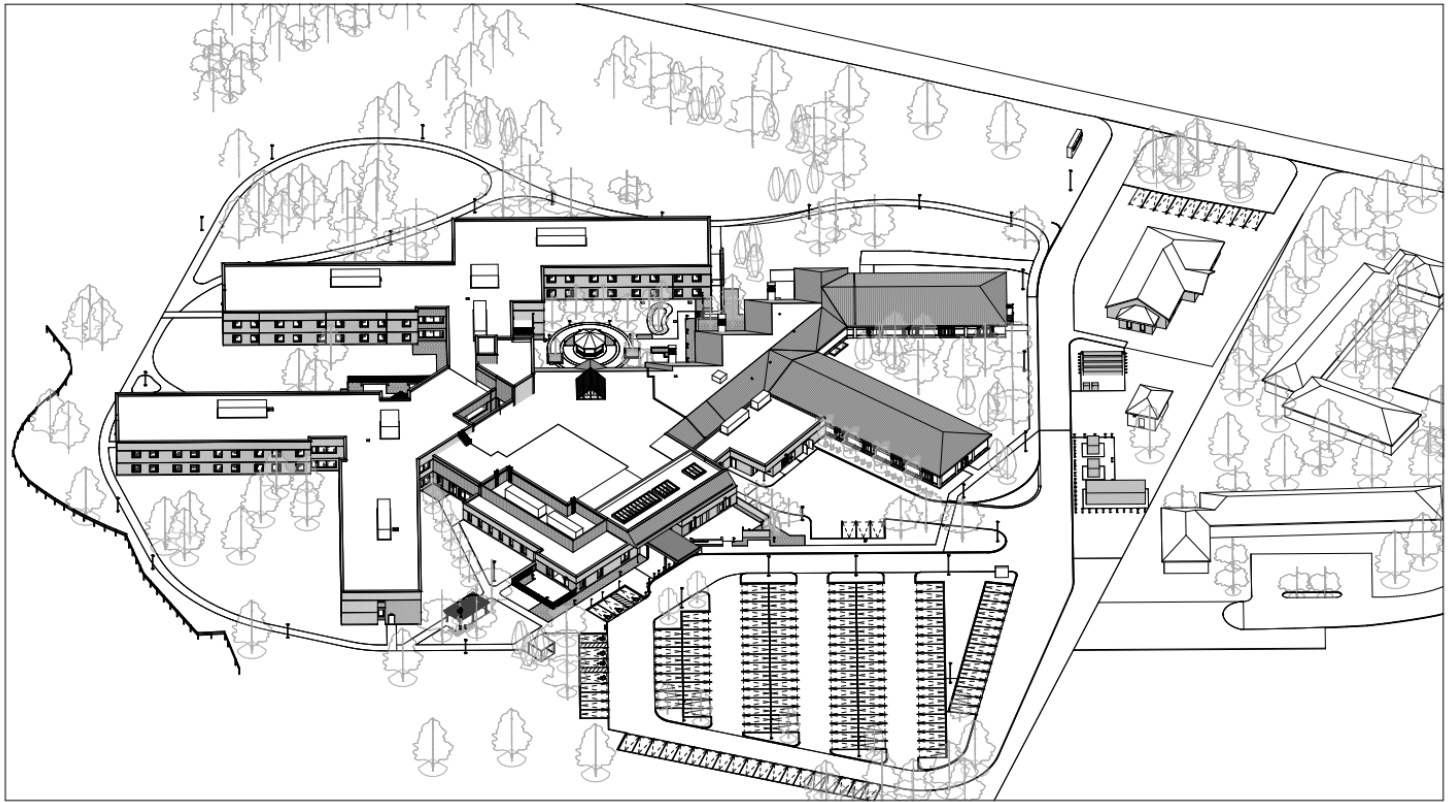


**Purpose of application:** to enter into a Site Plan Control Development Agreement between Maxville Manor and the Corporation of the Township of North Glengarry for new bed license additions, renovations to the existing building, and for site plan alteration.

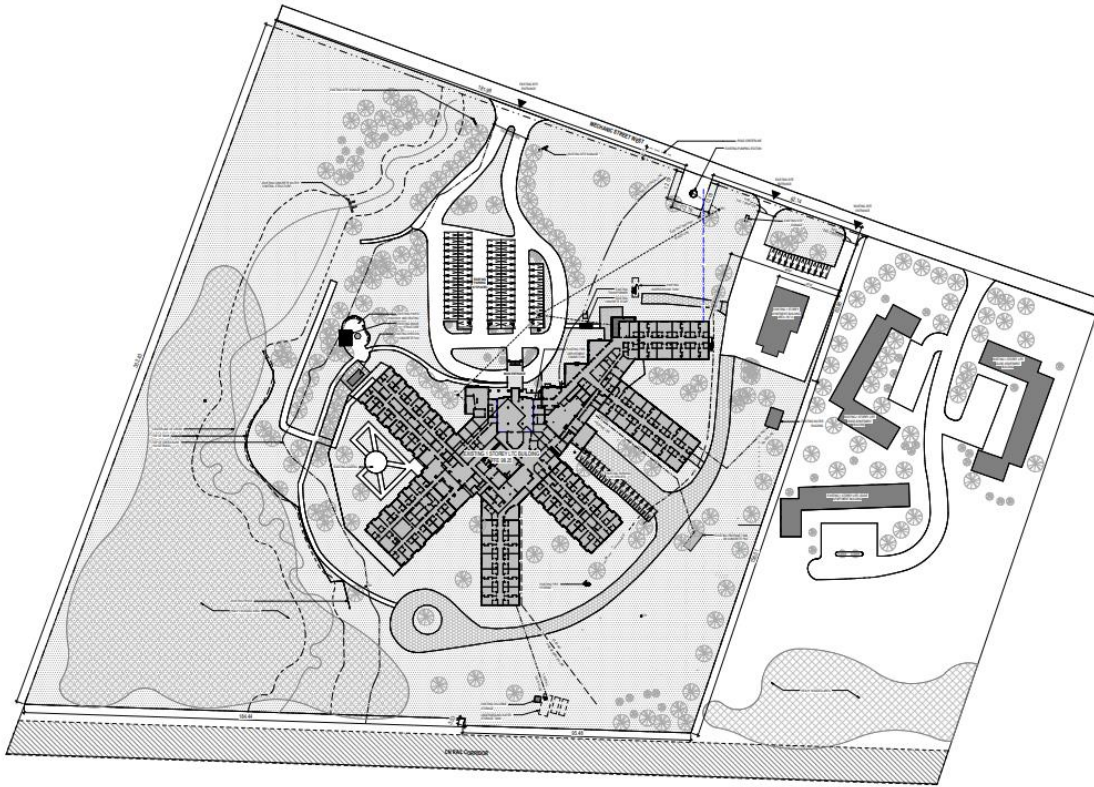
**Background/discussion:** Maxville Manor received an allocation from the Ministry of Long-Term Care (MLTC) in March 2021 for 38 new and 122 upgraded spaces. The Project will result in a 160-bed home through the demolition and reconstruction of two new buildings and renovation of an existing wing as part of a campus of care. The new building will measure approximately 13,419 m<sup>2</sup> in gross floor area. The Maxville Manor Long-term care home project encompasses the partial demolition and renovation of an existing single-storey building and new construction of four, 32-bed, Resident Home Areas (RHA), for a total of 32-bed 5 RHAs. The 122-bed existing building will remain operational throughout the addition of new RHAs, however there will be impacts for the residents in various sections and stages of construction as some will have to move in various wings. The main objective is that no resident moves more than once in the whole project to minimize the resident's potential complications.

Maxville Manor will be selecting a Construction Manager (CM) for the project by means of a Public Tender. During construction, the CM will have full responsibility for overall site superintendence and the coordination of all construction by subcontractors. The CM will appoint a Site Superintendent that will be on site daily to manage the site during the construction period. Administrative issues will be addressed through weekly meetings between the Site Superintendent and the administrative team of Maxville Manor (with Amy Porteous, CEO and Lise Bray, Director of Environmental Services).

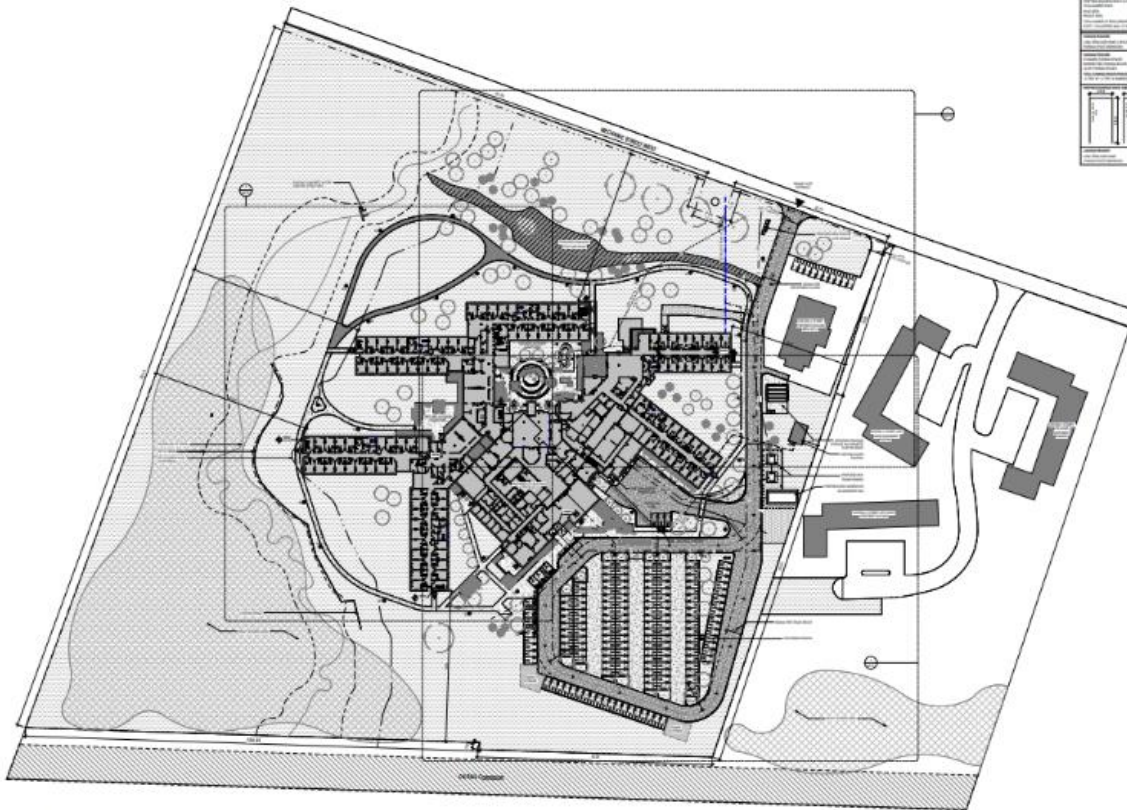
**Phased Construction:** The project was divided into 4 Phases in an operational plan form, detailed summary below. Emergency vehicle access to the site will be maintained at all times and communication will occur with the local Fire Department, Police and Paramedics. Communication will also be provided to the neighbors living in proximity of the construction site in advance of the construction starting. Hoarding fences will be erected around the construction site separating the construction from the existing building areas for safety purposes. Dust control will be managed through regular watering of the road on the site and dust matting to the construction site.



01 - Aerial View



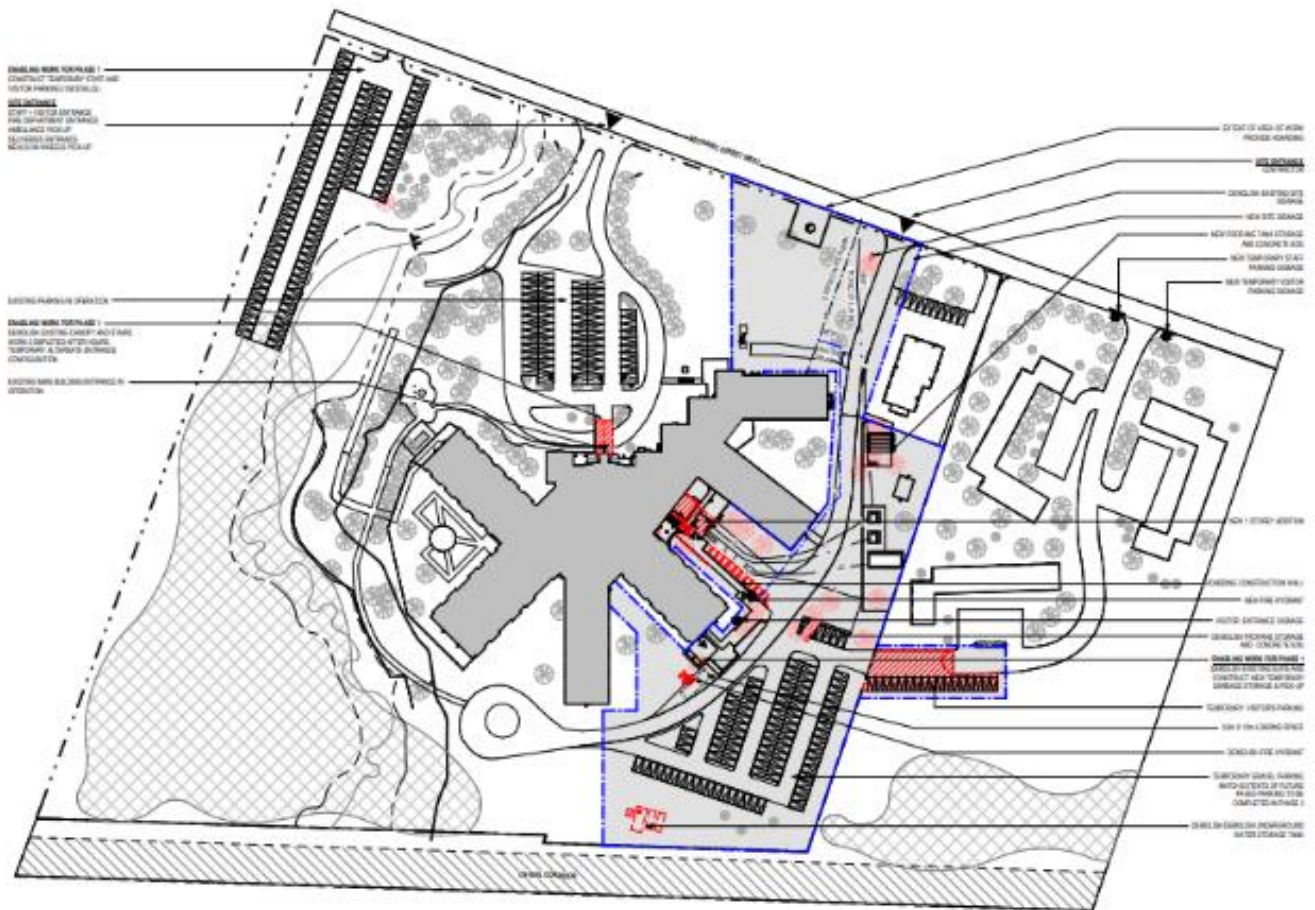
① SITE PLAN - EXISTING



② SITE PLAN - PROPOSED

**Phase 1 (Approx. 8 months)**

- Site work: all new site services to building. new transformers, new generator, new hydrants. Decommission wells. Connect building to DCW
- 1 storey new addition to construct new main electrical room, main IT room, receiving & garbage and new central kitchen.
- New temporary main entrance during Phase 2-3-4
- New parking will be built in the back of the building in preparation for Phase 2
- Temporary gravel parking lot and connection to Maxville Manor retirement village (serve as temporary visitor site entrance)



1 PHASE 1 SITE PLAN DIAGRAM



**Phase 3 (Approx. 1 year)**

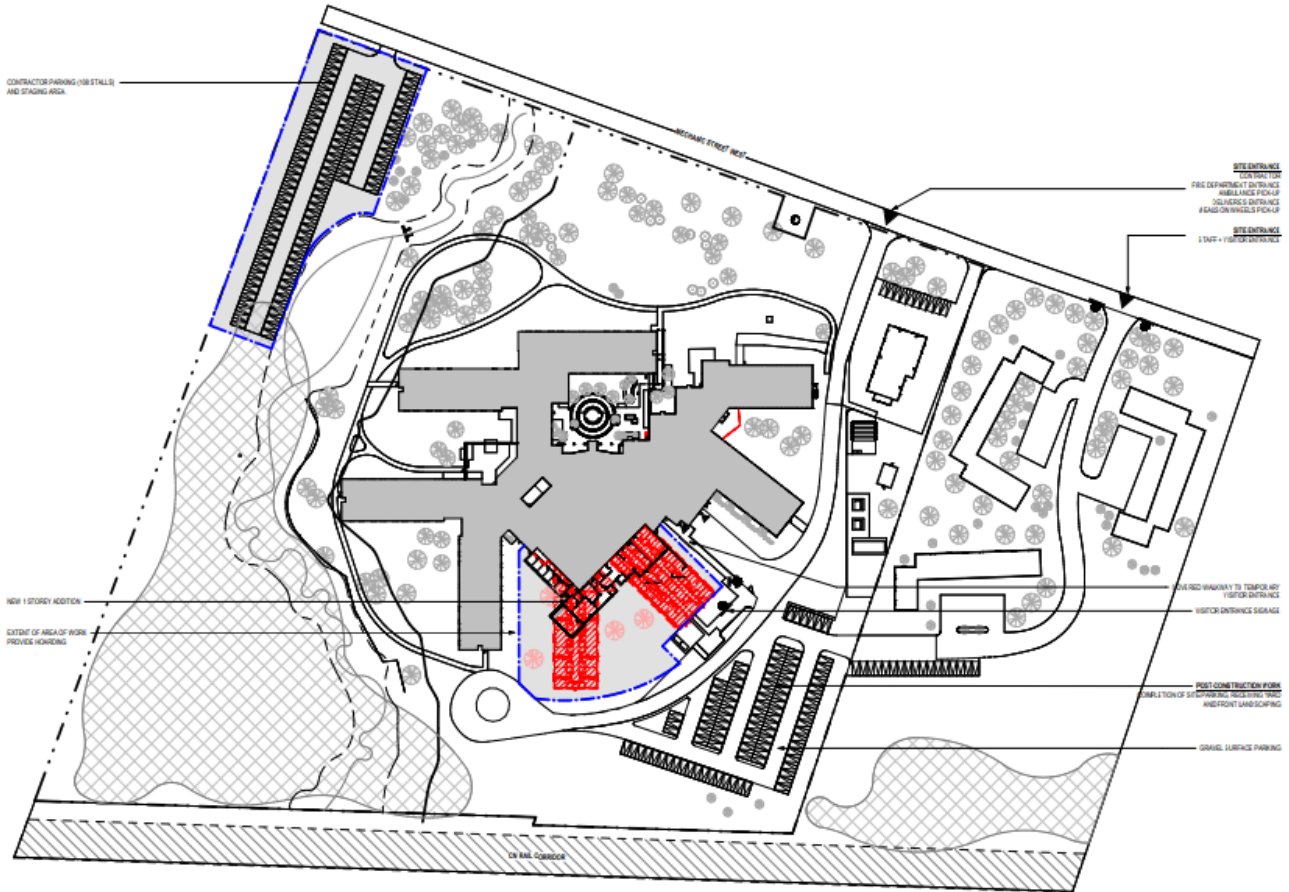
- Demolition of 2 existing wings.
- New 2 storey addition. 64 new beds and support spaces for residents
- Interior renovation for facility spaces
- Continue new site pathways



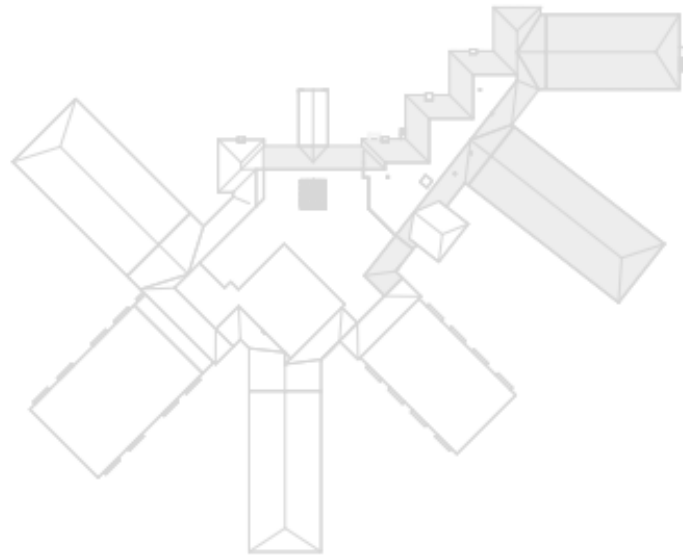
3 PHASE 3 SITE PLAN DIAGRAM  
1/18

**Phase 4 (Approx. 1 year)**

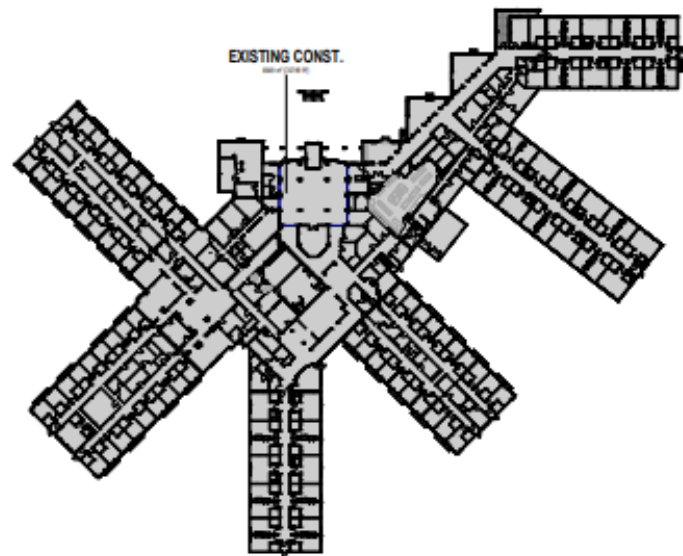
- Demolition of 2 existing wings
- New 1 storey addition for new main building entrance
- Renovation for new main entrance and administration spaces
- Full interior renovation for 2 existing wings
- New final site parking, fire department route and final landscaping



4 PHASE 4 SITE PLAN DIAGRAM  
1:100



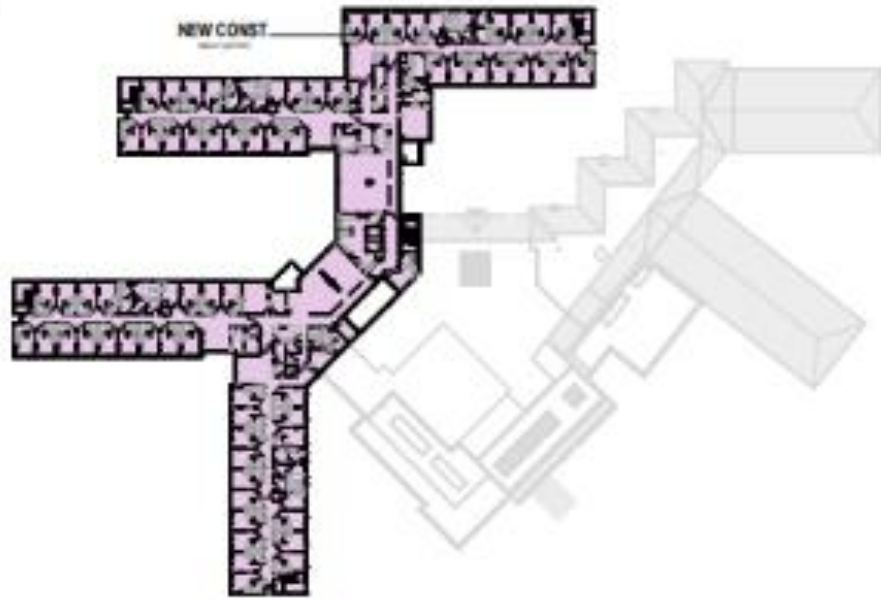
3 EXISTING BUILDING GFA - LEVEL 2  
1:100



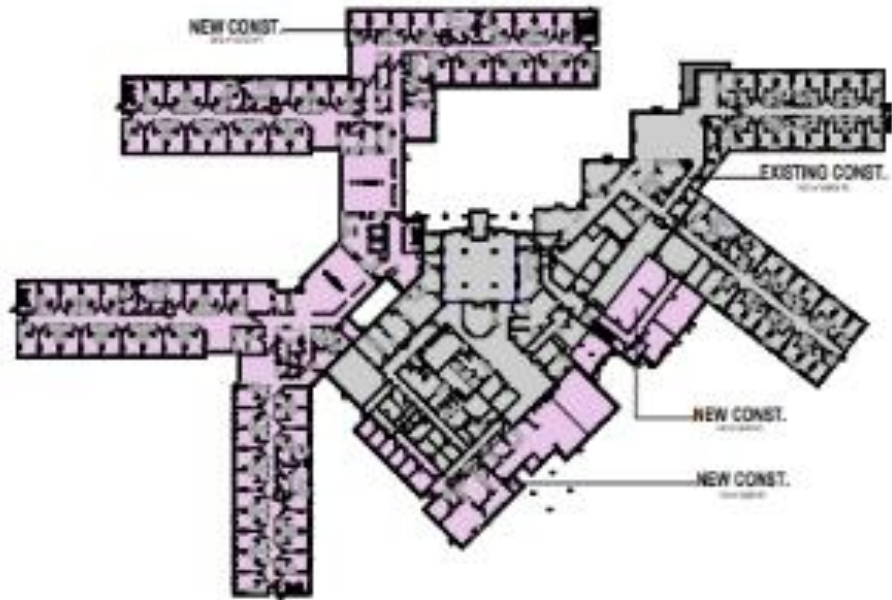
2 EXISTING BUILDING GFA - LEVEL 1  
1:100



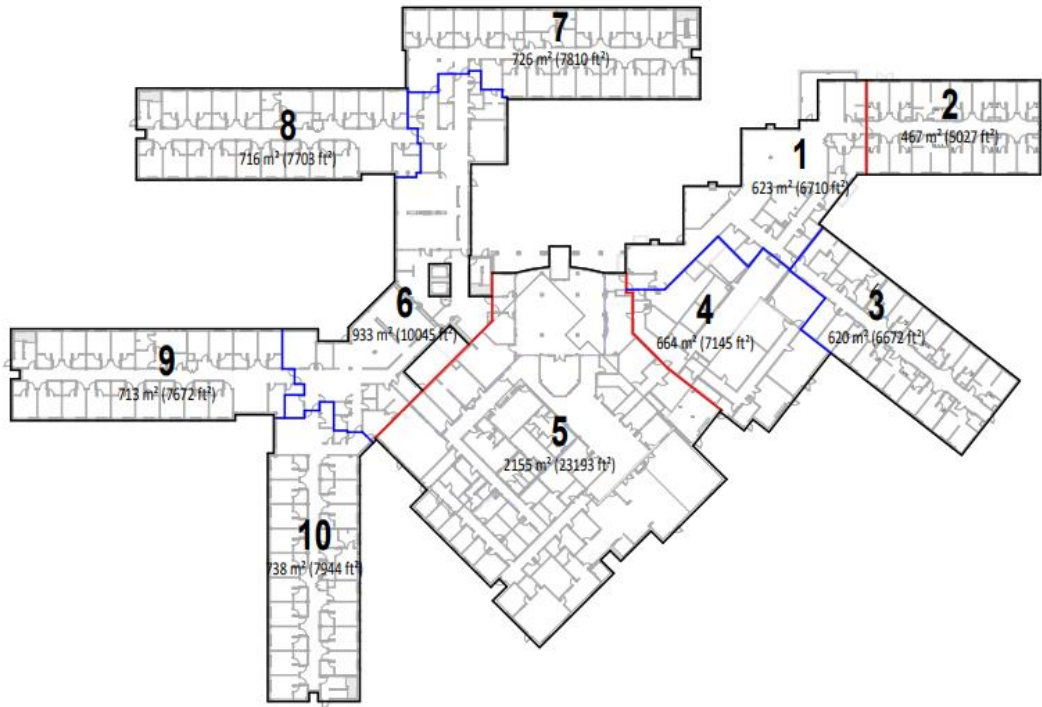
**BUILDING GFA LEGEND**



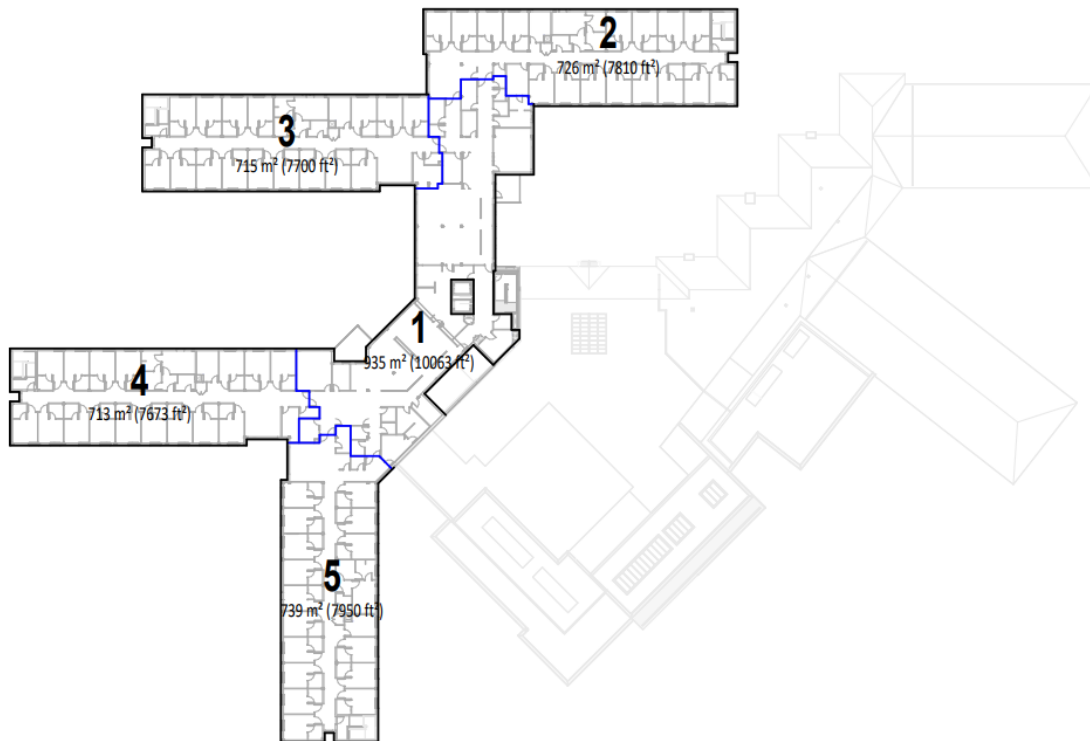
① NEW CONSTRUCTION BUILDING GFA - LEVEL 1



② NEW CONSTRUCTION BUILDING GFA - LEVEL 1



**5** PHASE 4 SLEEPING COMPARTMENT DIAGRAM - LEVEL 1  
1: 1000



**6** PHASE 4 SLEEPING COMPARTMENT DIAGRAM - LEVEL 2  
1: 1000

## **EXISTING ACCESS AND PARKING**

There are two (2) access roads to the existing facility from Mechanic Street West. The main entrance is an asphalt one-way driveway measuring approximately 6 m in width. The secondary entrance provides an entrance for emergency vehicles as well as service and delivery. There is a covered drop-off zone at the front of the building with a parking lot to the north. From the parking lot and drop-off zone, there is a one-way driveway to exit onto Mechanic Street West. There is an asphalt pedestrian walkway along the western portion of the property.

## **PROPOSED ACCESS AND PARKING**

The main entrance to the Maxville Manor Facility will replace the existing secondary entrance, which is currently used for emergency, service and delivery vehicles. The entrance will provide access to the loading/service zone, main entrance, and a proposed south parking lot. This driveway will also provide emergency access to the site, servicing as the dedicated fire route. Parking for the site will be accommodated via surface parking within the south corner of the site and will include barrier free parking per AODA standards

## **EXISTING DRAINAGE PATTERNS**

According to the topographic survey, it appears that stormwater sheet flows from the southeast to northwest along the eastern and western portions of the site with a large amount going to the watercourse. The existing creek drains to a ditch along Mechanic Street prior to outletting into a 900mm diameter cross-culvert. There are catch basins located in the asphalt service and delivery entrance along Mechanic Street West

## **PROPOSED SANITARY SERVICING SYSTEM**

The proposed sanitary servicing system is limited to a series of gravity drainage sewers, laterals and manholes which collect wastewater from the building and route it to the existing pumphouse and site's outlet (municipal sanitary sewer along Mechanic Street). There are no new pump stations, forcemains, or syphons in the proposed design.

## **ADEQUACY OF MUNICIPAL INFRASTRUCTURE**

Relative to the existing peak flow, the peak flow for the proposed development was determined to increase by approximately 10%. A capacity check of the existing sewer that is used on site was completed and it was determined that there is sufficient capacity

## **PROPOSED POTABLE WATER SUPPLY SYSTEM**

The existing 200mm watermain service along Mechanic Street will remain as the potable water supply to the LTC facility. A new 200mm watermain is proposed to tee off of the existing service to service the proposed fire hydrants and pumphouse. As part of the works, the existing fire hydrant that is connected to the pump house is to be disconnected and removed.

Some existing facilities (to the east), being 64 Mechanic Street West and 72 Mechanic Street West, are fed domestic water (not fire flow) by the private pumphouse and manor, drawing potable water from the Maxville Manor interior watermain via a 1 ¼" (32mm) water service connection.

### **FIRE FLOW DEMANDS**

Required fire flow for the proposed development was determined in accordance with OBC (2012). Both the existing building and the proposed addition are of non-combustible construction with fire separations and fire-resistance ratings provided in accordance with Subsection 3.2.2. of the OBC including loadbearing walls, columns and arches. A dedicated sprinkler system, conforming to NFPA 13, is being designed by the Mechanical Engineer. 64 Mechanic Street West and 72 Mechanic Street West do not rely on the Manor's private water distribution system to provide fire flow protection.

### **ADEQUACY OF MUNICIPAL INFRASTRUCTURE**

Based on provided hydrant testing and information provided by the Township, as well as the hydraulic analysis previously discussed, it appears that the municipal water distribution system can service the proposed development.

### **STORMWATER MANAGEMENT & GRADING**

According to the topographic survey, it appears that the stormwater sheet flows from the south to north along the eastern and western portion of the site. Along the east, it appears the site drains to the municipal drainage system located along the south side of Mechanic Street West. The western and southern portions of the site drain to the west to the existing private watercourse to the ditch and culverts prior to draining underneath the roadway to the north. There are storm sewers that drain from the building to the private watercourse, and catch basins are located in the asphalt service and delivery entrance along Mechanic Street West.

Impervious surface areas will be introduced to the site through the construction of the new portions of the long-term care facility, sidewalk, walking paths, and new parking lot.

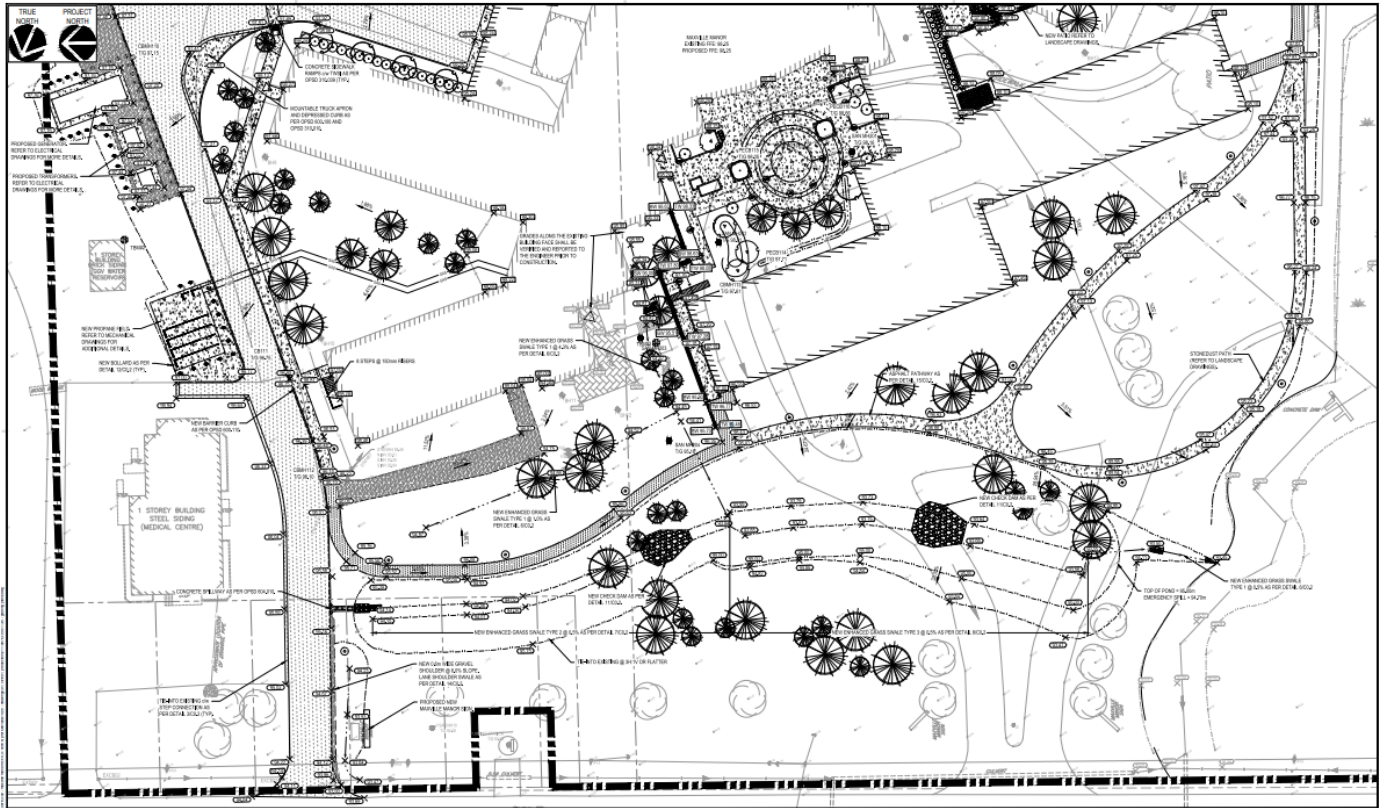
On-site stormwater storage is to be included in the development in the form of a linear storage feature (pond) at the north side of the property. The pond will discharge through a culvert, which was sized to control the stormwater release prior to entering the private watercourse along the western portion of the site. Additionally, it was determined that stormwater from the western portion of the site could and will be directed the private watercourse via swales or overland flow without the need to attenuate flows. Rip-rap pads will be provided at swale inlets and at the outlets to promote erosion control.

To mitigate impact to the receiving private watercourse, a detailed erosion and sediment control plan has been developed to protect the watercourse from sediment loading and drainage infrastructure is proposed to terminate at the watercourse top of bank (to avoid works inside the watercourse).

Regular monitoring and inspection of the silt mitigation measures and/or devices are critical during site construction until all vegetation is established, and construction activity is complete.

Maintenance of the stormwater management (SWM) facilities and storm sewers shall be the responsibility of the owner. During the first two years of operation inspections should be made after every significant storm event (25 mm or greater) to ensure proper functionality (approximately four per year), and subsequently once per year. In addition to maintaining the SWM infrastructure, hard surfaces on the site shall be swept each spring to remove accumulated road sand to prevent undue sediment loading of the on-site catch basins. All sand shall be disposed of at an approved site.





**CONSERVATION AUTHORITY (South Nation River Conservation Authority)**

Based on consultations with the SNCA, specific permitting is required, under O.Reg.170/06, for works related to development, interference with wetlands and alterations to shoreline and watercourses. Upon review of the proposed works as part of the Site Plan Control Application, it is understood that a permit will be prepared for SNCAs approval.

**HYDRO, COMMUNICATIONS, GAS, AND LIGHTING**

Hydro, telecommunications, gas, and lighting systems will be provided as part of the proposed development and will be designed by others in accordance with the applicable codes/standards.

The building will be lighted as per requirements in the Ontario Building for exits, access to parking, etc. but no additional lighting is proposed so that there is nuisance on neighbouring properties.

Underground utilities for the project include Hydro One electric power, Bell telecommunications, municipal watermains, municipal sanitary and private storm sewers.

## **GARBAGE**

There is currently an existing garbage enclosure, and a private contractor is hired to manage the garbage pick-up. There will be a new location for the garbage enclosure to ensure no nuisance for neighboring properties. No garbage issues are expected.

## **NOISE**

All phases of the construction will generate noise as it can be expected from a construction site for traffic, machinery, pedestrian traffic, etc. There will be some moderate level of noise expected when demolishing the BC unit in Phase 3 and the DE unit in Phase 4 of the existing facility and when building the connecting links. Work will be limited between the hours of 8am - 5pm to limit disruption. A detailed noise plan will be developed prior to construction and in coordination with the Construction Manager. No noise issues are expected.

**In conclusion, the proposed development has been designed to conform with municipal and provincial guidelines along with site specific constraints and criteria. The applicant submitted the required site plan, drainage plan ground elevations and storm drainage plan as required for Site Plan Development Control. The proposed development conforms to the required regulations and is compatible with the adjacent uses. It is also concluded that the proposed development can meet all servicing constraints and associated requirements.**