



STAFF REPORT TO THE COMMITTEE OF THE WHOLE

Report No: BP-2021-20

July 21, 2021

From: Jacob Rheume – Chief Building Official / Director of Building, By-law & Planning

RE: 2021 Work Plan

Recommended Motion:

THAT the Council of the Township of North Glengarry receives Staff Report No. BP-2021-20 – the Director of Building, By-law & Planning 2021 Work Plan.

Background / Analysis:

The Building, By- Law & Planning Department is presenting the Council of the Township of North Glengarry with their work plan update for 2021.

BUILDING

Maxville Water Project

When the meter installation gets inspected, the Township does a reading of the meter and provides the information to the Billing and Accounts Receivable Clerk so the Township can charge the owners accordingly, whether simply on monthly fees or if overcharges are due. The department conducted all outstanding inspections, and we are now “up-to-date” with the inspections. We have started to do the inspections as the requests comes in so there are no more back log and people do not get overcharged. The department is in constant communication with plumbers now to complete as many as we can before the deadline of July 31, 2021.

Building Permits

As of July 15, 2021, the Building Department issued 142 building permits. As a comparison, in 2020, on July 15, the department had issued 128 permits. The increase in amount of permits does not necessarily mean the permit value in dollars is larger, final numbers will be calculated at the end of the year.

Deputy Chief Building Official

A Deputy Chief Building was not hired during the advertising process for the job. However, we will not stop looking for a qualified person who would be interested in working as a Deputy Chief Building Office for the Township. The level of qualifications, and experience of the individual we are looking for may be a reason for the very low amount of interest. The goal is to hire someone that already has lots of experience so minimal or no training is required in which case it will have an immediate impact of the Director's workload. A new office space close to the Director's office is being created, with all the required equipment.

Large Projects

Council recently approved SPDA for the Animal Hospital on West Boundary Road. The construction of the Animal Hospital has started, some footings are already poured.

Other large projects include the 5-plex residential units that is being constructed on St-James Street which is currently at final stages of construction, like interior finished and exterior grading.

The 4-plex residential project on St-George is still at Site Plan Control Development stages and will be presented to Council soon.

The apartment complex in Maxville in the old St-Bernard school is also moving along, framing has started, and the existing part is being renovated and modified to accommodate for fire separations.

The event venue building on Kenyon Concession 2 is still at the early stages of site preparation work.

A few large agricultural construction projects are also in the works.

Civic Numbers

The new civic numbering application process is working well, and landowners are glad to be able to apply for a civic number on vacant lots. We have received some positive comments for this initiative. The Counties program that used to cover for 50% of the fees is however over, but people are still applying for civic numbers. They are the same whether they are for a vacant property or for a development piece of land.

BY-LAW ENFORCEMENT

Ongoing Complaints

The By-law is also working on several files to achieve compliance with municipal By-laws in a timely manner and to avoid any additional costs.

The By-law Enforcement Officer is very busy during the COVID-19 crisis to comply with all Provincial and Federal implementations regarding many restrictions/recommendations such as limiting distances and gatherings of people. He has also been disinfecting the main office daily to ensure our safety. He is also patrolling all municipal properties to ensure everything is safe and compliant. He is our main link between us and the OPP.

By-law Set fines

The By-law department will focus more on implementing set fines charges for existing By-laws such as the Clean Yards By-law, Livestock/Poundkeeper By-law and the Civic Number By-law. The Animal Control By-law may be reviewed entirely to incorporate a section for prohibited animals and to review everything related to dogs as we now have a new system in place for dog catching, now done “in-house”.

PLANNING

Severances

The SDG Counties Planning Department is processing the backlog of severance applications to reduce the wait times. As a result, the number of applications presented to Council will increase in the near future.

Planning Procedures (SDG Counties)

Planners from the six townships, the Conservation Authorities and SDG Counties met in North Glengarry for the quarterly meeting to discuss various planning matters. Most importantly, the SDG Counties have initiated a collaborative process to create a manual for streamlining the application processes at the SDG Counties.

IHA Projects

The Planning Department is working with the SDG Counties Planning and Engineering departments on the IHA projects for assisted living south of County Road 43 on the hospital lands, and the senior village project north of County Road 43 across from the hospital lands. The proponent submitted a Zoning By-law application for the lands north of County Road 43 to permit the senior mixed use residential ‘Glengarry Hills’ development. The project is currently under review for Site Plan Development. A review will be done by JL Richards and then the points will be evaluated “in-house”.

LPAT Official Plan Appeal

The appeal is ongoing. The SDG Counties and the six Townships are awaiting a date for the Ontario Land Tribunal hearing (previously known as LPAT) for the schedules that are under appeal. The SDG Counties and Township Staff met with the representatives of the Ministry of Municipal Affairs and Housing for a 'without prejudice' review of the rural and agricultural official plan schedules. This is in preparation for the Ontario Land Tribunal hearing. All owners were previously notified, but we are currently ensuring they are all aware of the exact situations. Some owners are awaiting the appeal to be finalized to start some planning application processes.

Ongoing Zoning By-law Amendments, Consent Applications, Minor Variances

The Planning Department is working on several files with applicants that will be forwarded to Council in due time. Many Planning Act applications are being submitted; we anticipate that these numbers will likely increase in the near future.

Alternatives:

None.

Financial Implications:

No financial implications to the Township

Attachments & Relevant Legislation:

None.

Others consulted:

Todd McDonell, *By-law Enforcement Officer*
Kasia Olszewska, *Planner*

Reviewed by
Sarah Huskinson – CAO/Clerk