



## Township of Southgate Council Meeting Agenda

June 16, 2021

7:00 PM

Electronic Participation

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Pages

**1. Electronic Access Information**

If you wish to listen to the Council meeting electronically please wait until the start time of the meeting, then dial in with your phone using the following information:

Phone Number: **1 (647) 497-9373**

Access Code: **990 - 730 - 221 #**

**2. Call to Order**

**3. Open Forum - Register in Advance**

If you wish to speak at Open Forum please register with the Clerk in advance of the meeting by email to [lgreen@southgate.ca](mailto:lgreen@southgate.ca)

**4. Confirmation of Agenda**

**Be it resolved that** Council confirm the agenda as presented.

**5. Declaration of Pecuniary Interest**

**6. Adoption of Minutes**

11 - 32

**Be it resolved that** Council approve the minutes from the June 2, 2021 Council and Closed Session meetings as presented.

**7. Reports of Municipal Officers**

**7.1. Treasurer William Gott**

**7.1.1. FIN2021-019 Asset Management Plan 2021** 33 - 34

**Be it resolved that** Council receive Staff Report FIN2021-019 Asset Management Plan 2021 as information; and

**That** Council consider for approval the Bylaw 2021-084, being a by-law to adopt Asset Management Plan 2021; and

**That** Council direct staff to post the Asset Management Plan 2021 on the Southgate website.

**7.1.2. By-law 2021-084 - Adopt Asset Management Plan** 35 - 78

**Be it resolved that** by-law number 2021-084 being a By-law to adopt "Asset Management Plan 2021" be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

**7.1.3. FIN2021-020 FCM MAMP Grant Application** 79 - 83

**Be it resolved that** Council receive Staff Report FIN2021-020 FCM MAMP Grant Application as information; and

**That** Council approves the amendment of the Federation of Canadian Municipalities Municipal Asset Management Program Grant Application as noted in the report; and

**That** Council directs that staff prepare a Request for Proposals to conduct Building Condition Assessments on all Township buildings.

**7.2. Public Works Manager Jim Ellis**

**7.2.1. PW2021-026 Policy 56 Energy Management Policy and Plan 2021 Reporting** 84 - 99

**Be it resolved that** Council receive Staff Report PW2021-026 for information; and

**That** Council approve the updated Policy #56 the Energy Management Policy and Plan and;

**That** Council approve the Energy Management Policy Schedule A and Schedule B Annual report documents for 2019.

**7.2.2. PW2021-028 Rainbow Pride Colours Crosswalk 100 - 102**

**Be it resolved that** Council receive Staff Report PW2021-028 for information; and  
**That** Council approve using funds from the Eco Parkway Reserves to install a Rainbow Colours Pride Crosswalk at the Highpoint crossing on Main Street west Dundalk.

**7.2.3. PW2021-029 Updated Southgate Sanitary and Storm Water Systems By-law 103 - 104**

**Be it resolved that** Council receive Staff Report PW2021-029 for information; and  
**That** Council consider passing the Southgate Sanitary and Storm Water Systems By-law 2021-090.

**7.2.4. By-law 2021-090 - Sewer Use By-law 105 - 147**

**Be it resolved that** by-law number 2021-090 being a by-law to provide for the regulation of the Municipal Sanitary and Storm Sewage Systems in the Township of Southgate and for connected premises be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

**7.3. Chief Administrative Officer Dave Milliner**

**7.3.1. CAO2021-048 Community Safety Wellbeing Plan Municipal Agreement Approval 148 - 151**

**Be it resolved that Council** receive staff report CAO2021-048 as information; and  
**That** Council approve the Community Safety and Well-Being Plan Municipal Agreement as presented; and  
**That** Council consider approving the Community Safety and Well-Being Plan Municipal Agreement by Municipal By-law 2021-086.

- 7.3.2. By-law 2021-086 Community Safety and Well-Being Plan Agreement** 152 - 161
- Be it resolved** that by-law number 2021-086 being a by-law to authorize the entering into an agreement for the implementation of a joint Community and Safety Well-Being Plan be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.
- 7.3.3. CAO2021-049 Petawawa Renewable Natural Gas Project Purchase Agreement Extension** 162 - 168
- Be it resolved that** Council receive Staff Report CAO2021-049 as information; and  
**That** Council approve the Petawawa Biofuel LP request to extended Purchase and Sale Agreement to close not later than December 31, 2021 or 30 days following the Ministry of Environment, Conservation & Parks approval of their minor Environmental Compliance Amendment; and  
**That** Council consider approving this Purchase and Sale Agreement extension for lands in the Eco Park to Petawawa Biofuel LP by Municipal By-law 2021-087 at June 16, 2021 Council meeting.
- 7.3.4. By-law 2021-087 - Purchase and Sale Extension Agreement - Petawawa Biofuel LP - Eco Park Lands** 169 - 192
- Be it resolved that** by-law number 2021-087 being a by-law to authorize a purchase and sale agreement between Petawawa Biofuel LP and the Corporation of the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book



- 7.3.5. CAO2021-050 Purchase Sale Extension Agreement for Havana Castle Cigars in the Eco Park** 193 - 198
- Be it resolved that** Council receive Staff Report CAO2021-050 as information; and  
**That** Council approve the Purchase & Sale Agreement for an extension of the closing date to September 24th, 2021 and the property relocation to Havana Castle Cigars for the sale of lands in the Southgate Eco Park; and  
**That** Council consider approving by Municipal By-law 2021-088 the Purchase & Sale Extension Agreement to Havana Castle Cigars.
- 7.3.6. By-law 2021-088 Havana Castle Cigars Purchase and Sale Extension Agreement** 199 - 212
- Be it resolved** that by-law number 2021-088 being a by-law to authorize a purchase and sale agreement between Havana Castle Cigars and The Corporation of the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.
- 7.3.7. CAO2021-051 Dundalk Village Pharmacy Building Construction Clause Extension Agreement** 213 - 215
- Be it resolved that** Council receive staff report CAO2021-051 as information; and  
**That** Council approve the New Dundalk Village Pharmacy project request for an acknowledgement of the building construction deadline to start construction requirement as set out in the original property purchase and sale agreement date February 21st, 2018; and  
**That** Council direct staff to execute the Legal Acknowledgement document that required construction to have started within 3 years of the property sale date is complete to the satisfaction of the vendor and that the substantial completion of building construction in the next 18 months of the New Dundalk Village Pharmacy building remains a condition of the Purchase and Sale Agreement.

**7.3.8. CAO2021-052 Downtown Dundalk Revitalization Project Consultation Survey Feedback Application Decision Report 216 - 244**

**Be it resolved that** Council receive staff report CAO2021-052 as information; and

**That** Council assess the initial Downtown Dundalk Revitalization Project survey feedback received to date from the 15 survey responses received; and

**That** Council approve Southgate staff to develop and submit an application for the Canada Healthy Community Initiatives grant funding for the Downtown Dundalk Revitalization Project to create accessibility and gather place environment without the support of Grant Match by the June 25, 2021 deadline.

**7.4. Planner Clinton Stredwick**

**7.4.1. PL2021-050 - Site Plan 11-21 - 772186 Highway 10 Ltd 245 - 246**

**Be it resolved that** Council receive Staff Report PL2021-050 for information; and

**That** Council consider approval of By-law 2021-089 authorizing the entering into a Site Plan Agreement.

**7.4.2. By-law 2021-089 - Site Plan Amending Agreement 11-21 - 772186 Highway 10 LTD 247 - 254**

**Be it resolved that** by-law number 2021-089 being a by-law to authorize the execution of a Site Plan Control Agreement be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

**7.4.3. PL2021-051-C6-21 Gerry and Anne McNalty 255 - 258**

**Be it resolved that** Council receive Staff Report PL2021-051 for information; and

**That** Council consider approval of By-law 2021-091.

**7.4.4. By-law 2021-091 - ZBA C6-21 - Gerry and Anne McNalty** 259 - 261

Be it resolved that by-law number 2021-091 being a by-law to amend Zoning By-law No. 19-2002, entitled the "Township of Southgate Zoning By-law" be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

**7.4.5. PL2021-054 – New Official Plan Review RFP Award** 262 - 264

**Be it resolved that** Council receive Staff Report PL2021-054 for information; and  
**That** Council award the Official Plan Request for Proposal to Ron Davidson Land Use Planning Consultant Inc. in the amount of \$55,370.00 including disbursements and HST.

**7.4.6. PL2021-056 - Proposed New Provincial D Series Guidelines** 265 - 335

**Be it resolved that** Council receive Staff Report PL2021-056 for information; and  
**That** Council direct staff to forward the comment on to the province for consideration.

**8. By-laws and Motions**

None.

**9. Notice of Motion**

None.

**10. Consent Items**

**10.1. Regular Business (for information)**

**Be it resolved that** Council approve the items on the Regular Business consent agenda dated June 16, 2021 (save and except items \_\_\_\_\_) and direct staff to proceed with all necessary administrative actions.

**10.1.1. FIN2021-021 Financial Report – May 2021** 336 - 340

10.1.2.	CAO2021-053 - FCM Conference - CAO Evaluation Report	341 - 343
10.1.3.	PW2021-027 - Public Works Department Report	344 - 346
10.1.4.	May 2021 Cheque Register	347 - 358
10.1.5.	Building, By-law and Canine Reports May 2021	359 - 361
10.1.6.	Councillor Frew - OAPSB General Meeting and Conference Report	362
10.1.7.	Councillor Sherson - AMO Land Use Planning Beyond the Basics Report	363
10.1.8.	HR Coordinator Kayla Best - MISA Conference & Trade Report	364 - 365

## 10.2. Correspondence (for information)

Be it resolved that Council receive the items on the Correspondence consent agenda dated June 16, 2021 (save and except items \_\_\_\_\_) as information.

10.2.1.	MMAH - Three Step Roadmap to Safely Reopen Ontario - received May 27, 2021	366 - 368
10.2.2.	GRCA - May 28, 2021 General Meeting Summary - received May 28, 2021	369
10.2.3.	MMAH - Extension of Emergency Orders - received June 2, 2021	370 - 372
10.2.4.	Ministry of Environment - Blue Box Regulation - received June 4, 2021	373 - 374
10.2.5.	Ministry of the Environment - Producer Responsibility Regulation for Hazardous Products - received June 8, 2021	375 - 376
10.2.6.	JunCtian Community Initiatives - Canada Day Celebration Request for Funding - received June 8, 2021	377 - 378
10.2.7.	Southgate AMO Delegation Confirmation - received June 8, 2021	379 - 380

10.2.8.	Saugeen Valley Conservation Authority - Low Water Conditions - received June 10, 2021	381 - 382
10.3.	Resolutions of Other Municipalities (for information)	
	Be it resolved that Council receive the items on the Resolutions of other Municipalities consent agenda dated June 16, 2021 (save and except items _____) as information.	
10.3.1.	Township of the Archipelago - Banning Unencapsulated Polystyrene Foam - received May 28, 2021	383 - 384
10.3.2.	Township of the Archipelago - Environmental Protection Amendment Act - received May 28, 2021	385 - 386
10.3.3.	City of Kitchener - Planning Act Timelines - received May 31, 2021	387 - 390
10.3.4.	Fort Erie - Capital Gains Tax on Primary Residence - received June 2, 2021	391 - 392
10.3.5.	Fort Erie - Provincial Hospital Funding of Major Capital Equipment - received June 2, 2021	393 - 394
10.3.6.	Lake of Bays - Invasive Phragmites - received June 2, 2021	395 - 399
10.3.7.	Lake of Bays - MFIPPA Changes - received June 2, 2021	400 - 404
10.3.8.	Havelock - Belmont - Methuen - Drainage Matters and the Canadian National Railway - received June 3, 2021	405 - 407
10.3.9.	Havelock - Belmont - Methuen - Automatic Speed Enforcement - received June 4, 2021	408 - 409
10.3.10.	Municipality of Chatham-Kent - Support MFIPPA Change - received June 7, 2021	410 - 412
10.3.11.	Huron - Kinloss - Digital Suicide Hotline - received June 8, 2021	413
10.3.12.	Huron - Kinloss - Managing Invasive Phragmites - received June 8, 2021	414 - 415
10.3.13.	Huron-Kinloss - Fire Department Infrastructure Program - received June 8, 2021	416 - 417

10.3.14.	Huron-Kinloss - Lottery Licence to Small Organizations - received June 8, 2021	418
10.3.15.	Town of South Bruce Peninsula - Lottery Licencing to Assist Small Municipalities - received June 8, 2021	419 - 420
10.3.16.	Rideau Lakes - Funding for Cemeteries - received June 9, 2021	421

**10.4. Closed Session (for information)**

None.

**11. County Report**

<https://www.grey.ca/council>

**12. Members Privilege - Good News & Celebrations**

**13. Closed Meeting**

**Be it resolved that** Council proceed into closed session at [TIME] in order to address matters relating to an Acquisition or Disposition of Land (Subject: Eco Park Lands Offer to Purchase received - Verbal Report); and

**That** Clerk Lindsey Green and CAO Dave Milliner remain in attendance.

**Be it resolved that** Council come out of Closed Session at [TIME].

**13.1. Disposition or Acquisition of Land (Subject: Eco Park Lands Offer to Purchase received - Verbal Report)**

**14. Confirming By-law** 422

**Be it resolved that** by-law number 2021-094 being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Southgate at its regular meeting held on June 16, 2021 be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

**15. Adjournment**

**Be it resolved that** Council adjourn the meeting at [TIME].



## **Township of Southgate Minutes of Council Meeting**

June 2, 2021

9:00 AM

Electronic Participation

Members Present: Mayor John Woodbury  
Deputy Mayor Brian Milne  
Councillor Barbara Dobreen  
Councillor Michael Sherson  
Councillor Jason Rice  
Councillor Jim Frew  
Councillor Martin Shipston

Staff Present: Dave Milliner, CAO  
Jim Ellis, Public Works Manager  
William Gott, Treasurer  
Bev Fisher, CBO  
Clinton Stredwick, Planner  
Lindsey Green, Clerk  
Terri Murphy, Economic Development Officer  
Elisha Milne, Legislative Assistant  
Kayla Best, HR Coordinator  
Holly Malynyk, Customer Service and Support

### **1. Electronic Access Information**

Council recordings will be available on the Township of Southgate [YouTube Channel](#) following the meeting.

### **2. Call to Order**

Mayor Woodbury called the meeting to order at 9:00 AM.

### **3. Open Forum - Register in Advance**

No members of the public spoke at open forum.

**4. Confirmation of Agenda**

No. 2021-298

**Moved By** Councillor Rice

**Seconded By** Councillor Shipston

**Be it resolved that** Council confirm the agenda as amended to defer By-law 2021-079 until after Closed Session.

**Carried**

**5. Declaration of Pecuniary Interest**

Councillor Rice declared a conflict of interest to Item 8.5.5 - Staff Report PL2021-047 and Item 8.5.6 - By-law 2021-081 due to his employment with Pallister Farms Livestock Limited and did not participate in the discussion or voting of the report or by-law.

**6. Delegations & Presentations**

None.

**7. Adoption of Minutes**

No. 2021-299

**Moved By** Councillor Dobreen

**Seconded By** Councillor Frew

**Be it resolved that** Council approve the minutes from the May 19, 2021 Council meeting as presented.

**Carried**

**8. Reports of Municipal Officers**

**8.1 Treasurer William Gott**

**8.1.1 FIN2021-015 2021 Donations, Grants and Funding**

No. 2021-300

**Moved By** Councillor Sherson

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council receive Staff Report FIN2021-015 2021 Donations, Grants, and Funding be received as



information; and

**That** Council approve the application of the Durham Hospital Foundation for a grant of \$2,500 in 2021 and \$2,500 in 2022; and

**That** \$1,000 of the Durham Hospital Foundation grant in 2021 be funded from the Southgate Solar Reserve Fund.

**Carried**

Section 8.2 reports and by-law followed for consideration after this report.

### **8.1.2 FIN2021-016 Fees and Charges**

No. 2021-304

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Dobreen

**Be it resolved that** Council received Staff Report FIN2021-016 Fees and Charges as information; and

**That** Council consider By-law 2021-078, being a by-law to establish fees and charges for certain services provided by the Township of Southgate for approval.

**Carried**

### **8.1.3 By-law 2021-078 - Adopt Fees and Charges**

Deputy Mayor Milne left the meeting at 9:32 AM.

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-305

**Moved By** Councillor Shipston

**Seconded By** Councillor Rice

**Be it resolved that** by-law number 2021-078 being a by-law to establish fees and charges for certain services provided by the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (6): Mayor Woodbury, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

**Carried (6 to 0)**

Deputy Mayor Milne returned to the meeting at 9:34 AM.

Section 8.3 followed for consideration after this by-law.

## **8.2 Clerk Lindsey Green**

### **8.2.1 CL2021-013-Community Safety and Policing Act, 2019 – Grey Bruce Detachment Joint Proposal**

No. 2021-301

**Moved By** Councillor Rice

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report CL2021-013 as information; and

**That** the Council of the Township of Southgate hereby supports Option 1, as included in this report, being a joint collaborative board, including representation from the Township of Southgate, Township of Georgian Bluffs, Township of Chatsworth, Municipality of Grey Highlands, Municipality of Meaford, Town of South Bruce Peninsula, Municipality of Northern Bruce Peninsula, and the Saugeen First Nation; and

**That** each participating Municipality and First Nations Community appoint one (1) elected official to the joint board, with provincial and community appointees to form at least 40% of membership, 20% respectfully; and

**That** Council direct staff to submit a joint proposal on behalf of the Township of Southgate, in consultation with the other participating lower tiers, in support of Option 1, by the June 7, 2021 deadline.

**Carried**

**8.2.2 CL2021-015 - Purchase and Sale Agreement – Road Allowance – Concession 4, Lots 25 and 26, Geographic Township of Egremont**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-302

**Moved By** Councillor Sherson

**Seconded By** Councillor Frew

**Be it resolved that** Council receive Staff Report CL2021-015 for information; and

**That** Council consider approval of By-law 2021-080 being a by-law to enter into a purchase and sale agreement for the surplus road allowance between Lots 25 and 26, Concession 4, Geographic Township of Egremont.

Yay (6): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, and Councillor Frew

Nay (1): Councillor Shipston

**Carried (6 to 1)**

**8.2.3 By-law 2021-080 - Purchase and Sale Agreement - Road Allowance Conc 4, Lots 25 and 26, Egremont - Jacob and Getruda Janzen**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-303

**Moved By** Councillor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** by-law number 2021-080 being a by-law to authorize a purchase and sale agreement between Jacob and Getruda Janzen and the Corporation of the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk,

sealed with the seal of the Corporation and entered into the by-law book.

Yay (6): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, and Councillor Frew

Nay (1): Councillor Shipston

**Carried (6 to 1)**

Item's 8.1.2 and 8.1.3 were considered following this by-law.

### **8.3 Chief Administrative Officer Dave Milliner**

#### **8.3.1 CAO2021-043 Grey County-Hemson-Southgate Draft Growth Study Report**

No. 2021-306

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report CAO2021-043 as information; and

**That** Council discuss this report, provide feedback to Southgate's Grey County Council members and direction to Township staff on how we proceed in discussions with Hemson Consulting Ltd. and the Grey County Planning Department staff.

**Carried**

#### **8.3.2 CAO2021-044 New Markdale Hospital Building Project and Request for Funding Report**

No. 2021-307

**Moved By** Councillor Shipston

**Seconded By** Councillor Frew

**Be it resolved that** Council receive staff report CAO2021-044 as information; and

**That** Council direct staff to forward \$400,000.00 being the financial commitment to the New Markdale Hospital

Construction Project, with \$360,000.00 from the Township's Markdale Hospital Reserve and \$40,000.00 from the Tax Stabilization Reserve to be paid out in 2021; and

**That** Council direct staff to create a reserve contribution of \$30,000.00 per year in the 2022 and 2023 budget to cover the additional Southgate \$60,000 commitment for the New Markdale Hospital Construction Project to be paid out in 2023.

**Carried**

### **8.3.3 CAO2021-045 Purchase Sale Extension Agreement of Eco Park Land to Nicola Rago**

No.

**Moved By** Councillor Dobreen

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive staff report CAO2021-045 as information; and

**That** Council approve the present Purchase & Sale Extension Agreement offer received from Nicola Rago with new closing date of October 29th, 2021; and

**That** Council approve By-law 2021-083 for the Mayor and the Clerk to sign and execute this Purchase & Sale Extension Agreement for Nicola Rago.

Councillor Dobreen moved the following amendment to the main motion.

**Amendment:**

No. 2021-308

**Moved By** Councillor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council amend the motion to add a fourth clause that states "**That** the agreement be amended to require building to begin to commence 12 months after the closing date."

**Carried**

Mayor Woodbury requested a recorded vote on the main motion as amended.

**Motion as Amended:**

No. 2021-309

**Moved By** Councillor Dobreen

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive staff report CAO2021-045 as information; and

**That** Council approve the present Purchase & Sale Extension Agreement offer received from Nicola Rago with new closing date of October 29th, 2021; and

**That** Council approve By-law 2021-083 for the Mayor and the Clerk to sign and execute this Purchase & Sale Extension Agreement for Nicola Rago; and

**That** the agreement be amended to require building to begin to commence 12 months after the closing date.

Yay (4): Mayor Woodbury, Councillor Dobreen, Councillor Frew, and Councillor Shipston

Nay (3): Deputy Mayor Milne, Councillor Sherson, and Councillor Rice

**Carried (4 to 3)**

**8.3.4 By-law 2021-083 - Purchase and Sale Extension Agreement - Eco Park - Nicola Rago**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-310

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Sherson

**Be it resolved that** by-law number 2021-083, as amended, being a by-law to authorize a purchase and sale extension agreement between Nicola Rago and the Corporation of the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (5): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Frew, and Councillor Shipston

Nay (2): Councillor Sherson, and Councillor Rice

**Carried (5 to 2)**

Councillor Dobreen moved the following motion.

No. 2021-311

**Moved By** Councillor Dobreen

**Seconded By** Councillor Sherson

**Be it resolved that** Council proceed past noon.

**Carried**

Council recessed at 10.43 AM and returned at 10:55 AM.

### **8.3.5 CAO2021-046 Downtown Dundalk Revitalization Project Survey Feedback Report**

No. 2021-312

**Moved By** Councillor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive staff report CAO2021-046 as information; and

**That** Council assess the initial Downtown Dundalk Revitalization Project survey feedback received to date from the first 8 responses received and that staff will continue to receive response until the 10th of June, 2021; and

**That** Council direct staff to hold a second Downtown Dundalk Revitalization Project Virtual Public

Consultation/Discussion meeting on June 8th, 2021 with the business and downtown property owners to look for the next steps in submitting an application or not for the Canada Healthy Community Initiatives grant funding; and **That** staff report back to Council at the June 16, 2021 meeting for a final decision on how we proceed with submitting an application for the Canada Healthy Community Initiatives grant funding.

**Carried**

### **8.3.6 CA02021-047 Dundalk Swimming Pool Project Budget Approval Report**

No. 2021-313

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Frew

**Be it resolved that** Council receive staff report CA02021-047 as information; and

**That** Council approve of a Dundalk Swimming Pool Upgrade project in Southgate based on a budget of \$350,000.00 for reconstruction with building upgrades to change rooms, washrooms and staff admin space to make the building and pool accessible, as well as increased natural lighting inside the building, as well as the use of geothermal and solar panel technology to make the project carbon neutral; and

**That** Council direct staff to proceed with a Dundalk Pool Upgrade project in Southgate for an application to apply for funding under the Infrastructure Canada Green and Inclusive Community Buildings Program by the end of June, 2021 deadline using the services of Grant Match.

**Carried**

## **8.4 HR Coordinator Kayla Best**

### **8.4.1 HR2021-014 By-Law On-Call Draft Policy #88 Revisions and Final Policy**



No. 2021-314

**Moved By** Councillor Rice

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report HR2021-014 for information; and

**That** Council approve Policy #88 By-Law On-Call Policy as presented; and

**That** Council consider approval of the Policy #88 By-Law On-Call Policy by Municipal By-Law 2021-072.

**Carried**

#### **8.4.2 By-law 2021-072 - Adopt By-law On Call Policy No. 88**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-315

**Moved By** Councillor Sherson

**Seconded By** Deputy Mayor Milne

**Be it resolved that** by-law number 2021-072 being a by-law to adopt a "By-law On Call Policy" known as Policy Number 88 be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

**Carried (7 to 0)**

### **8.5 Planner Clinton Stredwick**

#### **8.5.1 PL2021-043 ZBA C2-21 - Conn 15 Enterprise Inc.**

No. 2021-316

**Moved By** Councillor Dobreen

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report PL2021-043 for information; and  
**That** Council consider approval of By-law 2021-075.

**Carried**

**8.5.2 By-law 2021-075 - ZBA C2-21 Conn 15 Enterprise Inc.**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-317

**Moved By** Councillor Frew

**Seconded By** Councillor Dobreen

**Be it resolved that** by-law number 2021-075 being a by-law to amend Zoning By-law No. 19-2002, entitled the "Township of Southgate Zoning By-law" be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

**Carried (7 to 0)**

**8.5.3 PL2021-046-SP 2-21 Conn 15 Enterprise Inc.**

No. 2021-318

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report PL2021-046 for information; and

**That** Council consider approval of By-law 2021-070 authorizing the entering into a Site Plan Agreement.

**Carried**

**8.5.4 By-law 2021-070 - Site Plan Agreement 2-21 - Conn 15 Enterprise Inc.**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-319

**Moved By** Councillor Sherson

**Seconded By** Deputy Mayor Milne

**Be it resolved that** by-law number 2021-070 being a by-law to authorize the execution of a Site Plan Control Agreement be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

**Carried (7 to 0)**

**8.5.5 PL2021-047-C9-21 Pallister Farms Livestock Limited**

Councillor Rice declared a conflict of interest to item 8.5.5 - Staff Report PL2021-047 - C9-21 Pallister Farms Livestock Limited due to his employment with Pallister Farms and did not participate in the discussion or voting of the report.

No. 2021-320

**Moved By** Councillor Frew

**Seconded By** Councillor Sherson

**Be it resolved that** Council receive Staff Report PL2021-047 for information; and

**That** Council consider approval of By-law 2021-081.

**Carried**

**8.5.6 By-law 2021-081 - ZBA C9-21 Pallister Farms Livestock Limited**

Councillor Rice declared a conflict of interest to item 8.5.6 - By-law 2021-081 - C9-21 Pallister Farms Livestock Limited due to his employment with Pallister Farms and did not participate in the discussion or voting of the By-law.

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-321

**Moved By** Councillor Frew

**Seconded By** Deputy Mayor Milne

**Be it resolved that** by-law number 2021-081 being a by-law to amend Zoning By-law No. 19-2002, entitled the "Township of Southgate Zoning By-law" be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (6): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Frew, and Councillor Shipston

Conflict of Interest (1): Councillor Rice

**Carried (6 to 0)**

**8.5.7 PL2021-048 - Development Agreement - Lawrence Martin**

No. 2021-322

**Moved By** Councillor Sherson

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report PL2021-048 for information; and

**That** Council Consider approval of by-law 2021-081

**Carried**

**8.5.8 By-law 2021-082 - Development Agreement - Lawrence Martin**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-323

**Moved By** Councillor Dobreen

**Seconded By** Councillor Rice

**Be it resolved that** by-law number 2021-082 being a by-law to authorize an agreement between Lawrence Martin and The Corporation of the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

**Carried (7 to 0)**

**8.5.9 PL2021-049 - Request for Site Plan Amending Application Fees to be Waived**

No. 2021-324

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report PL2021-049 for information; and

**That** Council, by resolution refuse the request for the waiver of fees.

**Carried**

**9. By-laws and Motions**

**9.1 By-law 2021-079 - Tax Arrears Extension Agreement**

By-law 2021-079 was deferred until after Closed Session.

## **10. Notice of Motion**

### **10.1 Notice of Motion - Deputy Mayor Milne - Rainbow Pride Colours Crosswalk**

No. 2021-325

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Dobreen

**Whereas** the Township of Southgate wishes to demonstrate that we are an open and inclusive community who welcomes all members, which includes members of the LGBTQ2S+ community; and

**Whereas** at the May 19, 2021 regular meeting of Council, the Council of the Township of Southgate declared June 2021 as Pride Month in support of members of the LGBTQ2S+ community and to further instill our dedication to providing an open and inclusive community; and

**Whereas** other lower tier municipalities in the Grey and Bruce area as well as other cities across Ontario have approved the painting of rainbow colours on municipal crosswalks to create pride crosswalks in an effort to demonstrate their support of the LGBTQ2S+ community,

**Now therefore be it resolved that** Council direct staff to consult with the County of Grey to seek permission and approval to paint the public crosswalk located on Grey County Road 9, West, Dundalk, in front of Highpoint Community School with the rainbow colours to create a pride crosswalk; and

**That** staff report back to Council with their findings and discussions with the County of Grey and further information on approval status.

**Carried**

## **11. Consent Items**

### **11.1 Regular Business (for information)**

No. 2021-326

**Moved By** Councillor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council approve the items on the Regular Business consent agenda dated June 2, 2021 and direct staff to proceed with all necessary administrative actions.

**Carried**

**11.1.1 FIN2021-017 Financial Report – April 2021**

**11.1.2 PW2021-024 CIF 4 Season Waste Audit**

**11.1.3 Councillor Shipston - Land Use Planning Beyond the Basics Report - received May 25, 2021**

**11.2 Correspondence (for information)**

No. 2021-327

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Rice

**Be it resolved that** Council receive the items on the Correspondence consent agenda dated June 2, 2021 as information.

**Carried**

**11.2.1 Elections Ontario Notification - Voting Location Inspection for Upcoming Provincial Election - received May 17, 2021**

**11.2.2 Wellington North Power - 2021 Annual Shareholder Meeting Package - received May 17, 2021**

**11.2.3 Gravel Watch Ontario - Greenbelt Comments - received May 26, 2021**

**11.2.4 SVCA - April 15, 2021 Meeting Minuets - received May 26, 2021**

**11.2.5 Premier of Ontario - Letter Re: Safe Return to Schools - received May 27, 2021**

**11.3 Resolutions of Other Municipalities (for information)**

No. 2021-328

**Moved By** Councillor Frew

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive the items on the Resolutions of other Municipalities consent agenda dated June 2, 2021 as information.

**Carried**

- 11.3.1 Municipality of Chatham Kent - Resolution re Cannabis Licensing and Enforcement - received May 17, 2021**
- 11.3.2 Municipality of Chatham Kent - Resolution re Withdraw Prohibition on Golfing - received May 17, 2021**
- 11.3.3 Municipality of Chatham Kent - Resolution re Exempt Carbon Tax - received May 17, 2021**
- 11.3.4 Township of Matachewan - Request to Reverse the Closure of Youth Justice Facilities in Northeastern Communities - received May 17, 2021**
- 11.3.5 Municipality of West Elgin - Phragmites Australis - received May 18, 2021**
- 11.3.6 Township of Brock - Durham Dead-End Road Kids - received May 19, 2021**
- 11.3.7 Town of Cochrane - Reopening of Greenwater Provincial Park - received May 19, 2021**
- 11.3.8 Town of Blue Mountains - Dr. Ian Arra Grey Bruce Health Unit Letter of Support - received May 20 2021**
- 11.3.9 Township of Terrace Bay - Advocacy for Reform MFIPPA - received May 20, 2021**
- 11.3.10 City of Owen Sound - Support for Suicide and Crisis Prevention Hotline - received May 21, 2021**



**11.3.11 Perth County - Domestic COVID-19 Vaccine  
Production and Capacity - received May 26, 2021**

**11.3.12 Municipality of Calvin - Support for Dead End Roads  
Bus Turnaround - received May 26, 2021**

**11.3.13 Municipality of Calvin - Support for Lottery Licensing  
to Assist Small Organizations - received May 26,  
2021**

#### **11.4 Closed Session (for information)**

### **12. County Report**

Mayor Woodbury reported on the last County Council meeting.  
Highlights can be found [here](#).

### **13. Members Privilege - Good News & Celebrations**

Councillor Dobreen noted that the Holstein Optimist Rib Night dinner take out event was extremely successful and thanked the volunteers, organizers and chefs.

Mayor Woodbury announced that Allan Madden of the SouthEast Grey Community Health Centre is no longer the Director. He commented that Allan will still be assisting the SEGCHC with special projects, one of which is the Dundalk Medical Clinic, so we will continue to be working with Allan just in a different capacity.

CAO Milliner explained that the Township flags were lowered earlier this week in response to the tragedy of 215 children whose remains were found on the grounds of the former Kamloops Residential School in British Columbia. The flags will be lowered for a total of 215 hours.

### **14. Closed Meeting**

No. 2021-329

**Moved By** Councillor Frew

**Seconded By** Councillor Sherson

**Be it resolved that** Council proceed into closed session at 11:52 AM in order to address matters relating to Personal Matters about Identifiable Individuals (Subject: Tax Arrears Extension Agreement - Staff Report FIN2021-018C); and

**That** Treasurer William Gott, Clerk Lindsey Green and CAO Dave Milliner remain in attendance.

**Carried**

Council recessed at 11:52 AM and returned at 11:56 AM.

Councillor Frew returned to the meeting at 12:01 PM.

No. 2021-330

**Moved By** Councillor Rice

**Seconded By** Deputy Mayor Milne

**Be it resolved that** Council come out of Closed Session at 12:07 PM.

**Carried**

Council recessed at 12:07 PM and returned at 12:09 PM.

**14.1 Personal Matters about Identifiable Individuals (Subject: Tax Arrears Extension Agreement - Staff Report FIN2021-018C)**

No. 2021-331

**Moved By** Councillor Shipston

**Seconded By** Councillor Dobreen

**Be it resolved that** Council receive Staff Report FIN2021-018C Tax Arrears Certificate Registration as information; and

**That** Council consider for approval By-law 2021-079, being a by-law to enter into an Extension Agreement.

**Carried**

**15. By-laws and Motions**

**15.1 By-law 2021-079 - Tax Arrears Extension Agreement**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-332

**Moved By** Councillor Sherson

**Seconded By** Councillor Dobreen

**Be it resolved that** by-law number 2021-079 being a by-law to authorize an extension agreement pursuant to Section 378 of the Municipal Act, 2001, as amended be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

**Carried (7 to 0)**

## **16. Confirming By-law**

Mayor Woodbury requested a recorded vote on the main motion.

No. 2021-333

**Moved By** Councillor Rice

**Seconded By** Councillor Dobreen

**Be it resolved that** by-law number 2021-085 being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Southgate at its regular meeting held on June 2, 2021 be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Yay (7): Mayor Woodbury, Deputy Mayor Milne, Councillor Dobreen, Councillor Sherson, Councillor Rice, Councillor Frew, and Councillor Shipston

**Carried (7 to 0)**

## **17. Adjournment**

No. 2021-334

**Moved By** Deputy Mayor Milne

**Be it resolved that** Council adjourn the meeting at 12:13 PM.

**Carried**

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Mayor John Woodbury

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Clerk Lindsey Green



## **Staff Report FIN2021-019**

**Title of Report:** **FIN2021-019 Asset Management Plan 2021**  
**Department:** **Finance**  
**Council Date:** June 16, 2021

### **Recommendation:**

**Be it resolved that** Council receive Staff Report FIN2021-019 Asset Management Plan 2021 as information; and

**That** Council consider for approval the Bylaw 2021-084, being a by-law to adopt Asset Management Plan 2021; and

**That** Council direct staff to post the Asset Management Plan 2021 on the Southgate website.

### **Background:**

The Province of Ontario legislated requirements for all municipalities to “refresh” their existing Asset Management Plans (AMP), but under specific guidelines spelled out in Ont. Reg. 588/17. Among several new guidelines is the requirement for a section of the AMP that deals with Climate Change, for example. The initial version of the AMP is limited to Core Assets, plus a second expanded version of the AMP must follow, that includes all capital assets.

On May 12, 2021, Council passed the following resolution:

**Be it resolved that** Council receive Staff Report FIN2021-011 2021 Asset Management Plan as information; and

**That** Council consider for approval the Asset Management Plan as presented, by By-law, on June 2, 2021.

Asset Management Plan 2021 (AMP) is limited to Core Assets.

An expanded AMP which will include all capital assets is to be completed in 2022.

### **Staff Comments:**

Staff recommends approval of By-law 2021-084, being a by-law to adopt Asset Management Plan 2021.

### **Financial Implications:**

As the AMP is a guidance document, giving direction to Southgate in its future actions, there is no immediate financial impact.

Asset management concepts should be integrated into annual budget preparations, to support the priority-setting for capital projects, level of service decisions, and to support the operating budget’s asset maintenance-cost estimates.

**Communications & Community Action Plan Impact:**

The Ontario Regulation 588/17 also specifies, in Section 10, that “every municipality shall post its current strategic asset management policy, and asset management plan, on a website that is available to the public”.

Asset management is connected to Goal 5 – Upgrading our “Hard Services”.

This report has been written and presented to Council in accordance with the Southgate Community Action Plan:

Mission Statement Pillars

- Trusted Government
- Economic Prosperity.

Themes:

- Municipal Services
- Public Communications

Core Values:

- Integrity
- Stewardship

**Concluding Comments:**

Staff recommends approval of By-law 2021-084, being a by-law to adopt Asset Management Plan 2021; and that Asset Management Plan 2021 be posted on the Southgate website.

Respectfully Submitted,

**Dept. Head:**                      **Original Signed By**  
Alan Selby, Asset Coordinator and Financial Analyst

**Treasurer:**                      **Original Signed By**  
William Gott, CPA, CA, Treasurer

**CAO Approval:**                      **Original Signed By**  
Dave Milliner, CAO

**THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE**  
**BY-LAW NUMBER 2021-084**

being a By-law to adopt "Asset Management Plan 2021"

**Whereas** the Municipal Act, S.O. 2001, Chapter 25, as amended, Section 5 (3), states that municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

**Whereas** the Municipal Act, S.O. 2001, Chapter 25, as amended, Section 9, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

**Whereas** the Council of The Township of Southgate has deemed it desirable to adopt Asset Management Plan 2021,

**Now therefore be it resolved that** the Corporation of the Township of Southgate hereby enacts as follows:

1. **That** "Asset Management Plan 2021" attached hereto as Schedule A is hereby adopted; and
2. **That** this by-law shall come into force and effect on the date of its passing.

**Read a first, second and third time and finally passed this 16<sup>th</sup> day of June, 2021.**

\_\_\_\_\_  
John Woodbury – Mayor

\_\_\_\_\_  
Lindsey Green – Clerk

## ONTARIO REGULATION 588/17

made under the

### INFRASTRUCTURE FOR JOBS AND PROSPERITY ACT, 2015

Made: December 13, 2017

Filed: December 27, 2017

Published on e-Laws: December 27, 2017

Printed in *The Ontario Gazette*: January 13, 2018

## ASSET MANAGEMENT PLANNING FOR MUNICIPAL INFRASTRUCTURE

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### INTERPRETATION AND APPLICATION

#### Definitions

1. (1) In this Regulation,

“asset category” means a category of municipal infrastructure assets that is,

- (a) an aggregate of assets described in each of clauses (a) to (e) of the definition of core municipal infrastructure asset, or
- (b) composed of any other aggregate of municipal infrastructure assets that provide the same type of service; (“catégorie de biens”)

“core municipal infrastructure asset” means any municipal infrastructure asset that is a,

- (a) water asset that relates to the collection, production, treatment, storage, supply or distribution of water,
- (b) wastewater asset that relates to the collection, transmission, treatment or disposal of wastewater, including any wastewater asset that from time to time manages stormwater,
- (c) stormwater management asset that relates to the collection, transmission, treatment, retention, infiltration, control or disposal of stormwater,
- (d) road, or
- (e) bridge or culvert; (“bien d’infrastructure municipale essentiel”)

“ecological functions” has the same meaning as in Ontario Regulation 140/02 (Oak Ridges Moraine Conservation Plan) made under the *Oak Ridges Moraine Conservation Act, 2001*; (“fonctions écologiques”)

“green infrastructure asset” means an infrastructure asset consisting of natural or human-made elements that provide ecological and hydrological functions and processes and includes natural heritage features and systems, parklands,



stormwater management systems, street trees, urban forests, natural channels, permeable surfaces and green roofs; (“bien d’infrastructure verte”)

“hydrological functions” has the same meaning as in Ontario Regulation 140/02; (“fonctions hydrologiques”)

“joint municipal water board” means a joint board established in accordance with a transfer order made under the *Municipal Water and Sewage Transfer Act, 1997*; (“conseil mixte de gestion municipale des eaux”)

“lifecycle activities” means activities undertaken with respect to a municipal infrastructure asset over its service life, including constructing, maintaining, renewing, operating and decommissioning, and all engineering and design work associated with those activities; (“activités relatives au cycle de vie”)

“municipal infrastructure asset” means an infrastructure asset, including a green infrastructure asset, directly owned by a municipality or included on the consolidated financial statements of a municipality, but does not include an infrastructure asset that is managed by a joint municipal water board; (“bien d’infrastructure municipale”)

“municipality” has the same meaning as in the *Municipal Act, 2001*; (“municipalité”)

“operating costs” means the aggregate of costs, including energy costs, of operating a municipal infrastructure asset over its service life; (“frais d’exploitation”)

“service life” means the total period during which a municipal infrastructure asset is in use or is available to be used; (“durée de vie”)

“significant operating costs” means, where the operating costs with respect to all municipal infrastructure assets within an asset category are in excess of a threshold amount set by the municipality, the total amount of those operating costs. (“frais d’exploitation importants”)

(2) In Tables 1 and 2,

“connection-days” means the number of properties connected to a municipal system that are affected by a service issue, multiplied by the number of days on which those properties are affected by the service issue. (“jours-branchements”)

(3) In Table 4,

“arterial roads” means Class 1 and Class 2 highways as determined under the Table to section 1 of Ontario Regulation 239/02 (Minimum Maintenance Standards for Municipal Highways) made under the *Municipal Act, 2001*; (“artères”)

“collector roads” means Class 3 and Class 4 highways as determined under the Table to section 1 of Ontario Regulation 239/02; (“routes collectrices”)

“lane-kilometre” means a kilometre-long segment of roadway that is a single lane in width; (“kilomètre de voie”)

“local roads” means Class 5 and Class 6 highways as determined under the Table to section 1 of Ontario Regulation 239/02. (“routes locales”)

(4) In Table 5,

“Ontario Structure Inspection Manual” means the Ontario Structure Inspection Manual (OSIM), published by the Ministry of Transportation and dated October 2000 (revised November 2003 and April 2008) and available on a Government of Ontario website; (“manuel d’inspection des structures de l’Ontario”)

“structural culvert” has the meaning set out for “culvert (structural)” in the Ontario Structure Inspection Manual. (“ponceau structurel”)

#### **Application**

2. For the purposes of section 6 of the Act, every municipality is prescribed as a broader public sector entity to which that section applies.

### **STRATEGIC ASSET MANAGEMENT POLICIES**

#### **Strategic asset management policy**

3. (1) Every municipality shall prepare a strategic asset management policy that includes the following:

1. Any of the municipality’s goals, policies or plans that are supported by its asset management plan.
2. The process by which the asset management plan is to be considered in the development of the municipality’s budget or of any long-term financial plans of the municipality that take into account municipal infrastructure assets.
3. The municipality’s approach to continuous improvement and adoption of appropriate practices regarding asset management planning.
4. The principles to be followed by the municipality in its asset management planning, which must include the principles set out in section 3 of the Act.

5. The municipality's commitment to consider, as part of its asset management planning,
  - i. the actions that may be required to address the vulnerabilities that may be caused by climate change to the municipality's infrastructure assets, in respect of such matters as,
    - A. operations, such as increased maintenance schedules,
    - B. levels of service, and
    - C. lifecycle management,
  - ii. the anticipated costs that could arise from the vulnerabilities described in subparagraph i,
  - iii. adaptation opportunities that may be undertaken to manage the vulnerabilities described in subparagraph i,
  - iv. mitigation approaches to climate change, such as greenhouse gas emission reduction goals and targets, and
  - v. disaster planning and contingency funding.
6. A process to ensure that the municipality's asset management planning is aligned with any of the following financial plans:
  - i. Financial plans related to the municipality's water assets including any financial plans prepared under the *Safe Drinking Water Act, 2002*.
  - ii. Financial plans related to the municipality's wastewater assets.
7. A process to ensure that the municipality's asset management planning is aligned with Ontario's land-use planning framework, including any relevant policy statements issued under subsection 3 (1) of the *Planning Act*, any provincial plans as defined in the *Planning Act* and the municipality's official plan.
8. An explanation of the capitalization thresholds used to determine which assets are to be included in the municipality's asset management plan and how the thresholds compare to those in the municipality's tangible capital asset policy, if it has one.
9. The municipality's commitment to coordinate planning for asset management, where municipal infrastructure assets connect or are interrelated with those of its upper-tier municipality, neighbouring municipalities or jointly-owned municipal bodies.
10. The persons responsible for the municipality's asset management planning, including the executive lead.
11. An explanation of the municipal council's involvement in the municipality's asset management planning.
12. The municipality's commitment to provide opportunities for municipal residents and other interested parties to provide input into the municipality's asset management planning.

(2) For the purposes of this section,

"capitalization threshold" is the value of a municipal infrastructure asset at or above which a municipality will capitalize the value of it and below which it will expense the value of it. ("seuil de capitalisation")

#### **Update of asset management policy**

4. Every municipality shall prepare its first strategic asset management policy by July 1, 2019 and shall review and, if necessary, update it at least every five years.

### **ASSET MANAGEMENT PLANS**

#### **Asset management plans, current levels of service**

5. (1) Every municipality shall prepare an asset management plan in respect of its core municipal infrastructure assets by July 1, 2021, and in respect of all of its other municipal infrastructure assets by July 1, 2023.

(2) A municipality's asset management plan must include the following:

1. For each asset category, the current levels of service being provided, determined in accordance with the following qualitative descriptions and technical metrics and based on data from at most the two calendar years prior to the year in which all information required under this section is included in the asset management plan:
  - i. With respect to core municipal infrastructure assets, the qualitative descriptions set out in Column 2 and the technical metrics set out in Column 3 of Table 1, 2, 3, 4 or 5, as the case may be.
  - ii. With respect to all other municipal infrastructure assets, the qualitative descriptions and technical metrics established by the municipality.
2. The current performance of each asset category, determined in accordance with the performance measures established by the municipality, such as those that would measure energy usage and operating efficiency, and based on data from

at most two calendar years prior to the year in which all information required under this section is included in the asset management plan.

3. For each asset category,
  - i. a summary of the assets in the category,
  - ii. the replacement cost of the assets in the category,
  - iii. the average age of the assets in the category, determined by assessing the average age of the components of the assets,
  - iv. the information available on the condition of the assets in the category, and
  - v. a description of the municipality's approach to assessing the condition of the assets in the category, based on recognized and generally accepted good engineering practices where appropriate.
4. For each asset category, the lifecycle activities that would need to be undertaken to maintain the current levels of service as described in paragraph 1 for each of the 10 years following the year for which the current levels of service under paragraph 1 are determined and the costs of providing those activities based on an assessment of the following:
  - i. The full lifecycle of the assets.
  - ii. The options for which lifecycle activities could potentially be undertaken to maintain the current levels of service.
  - iii. The risks associated with the options referred to in subparagraph ii.
  - iv. The lifecycle activities referred to in subparagraph ii that can be undertaken for the lowest cost to maintain the current levels of service.
5. For municipalities with a population of less than 25,000, as reported by Statistics Canada in the most recent official census, the following:
  - i. A description of assumptions regarding future changes in population or economic activity.
  - ii. How the assumptions referred to in subparagraph i relate to the information required by paragraph 4.
6. For municipalities with a population of 25,000 or more, as reported by Statistics Canada in the most recent official census, the following:
  - i. With respect to municipalities in the Greater Golden Horseshoe growth plan area, if the population and employment forecasts for the municipality are set out in Schedule 3 or 7 to the 2017 Growth Plan, those forecasts.
  - ii. With respect to lower-tier municipalities in the Greater Golden Horseshoe growth plan area, if the population and employment forecasts for the municipality are not set out in Schedule 7 to the 2017 Growth Plan, the portion of the forecasts allocated to the lower-tier municipality in the official plan of the upper-tier municipality of which it is a part.
  - iii. With respect to upper-tier municipalities or single-tier municipalities outside of the Greater Golden Horseshoe growth plan area, the population and employment forecasts for the municipality that are set out in its official plan.
  - iv. With respect to lower-tier municipalities outside of the Greater Golden Horseshoe growth plan area, the population and employment forecasts for the lower-tier municipality that are set out in the official plan of the upper-tier municipality of which it is a part.
  - v. If, with respect to any municipality referred to in subparagraph iii or iv, the population and employment forecasts for the municipality cannot be determined as set out in those subparagraphs, a description of assumptions regarding future changes in population or economic activity.
  - vi. For each of the 10 years following the year for which the current levels of service under paragraph 1 are determined, the estimated capital expenditures and significant operating costs related to the lifecycle activities required to maintain the current levels of service in order to accommodate projected increases in demand caused by growth, including estimated capital expenditures and significant operating costs related to new construction or to upgrading of existing municipal infrastructure assets.

(3) Every asset management plan must indicate how all background information and reports upon which the information required by paragraph 3 of subsection (2) is based will be made available to the public.

(4) In this section,

“2017 Growth Plan” means the Growth Plan for the Greater Golden Horseshoe, 2017 that was approved under subsection 7

(6) of the *Places to Grow Act, 2005* on May 16, 2017 and came into effect on July 1, 2017; (“Plan de croissance de 2017”)

“Greater Golden Horseshoe growth plan area” means the area designated by section 2 of Ontario Regulation 416/05 (Growth Plan Areas) made under the *Places to Grow Act, 2005*. (“zone de croissance planifiée de la région élargie du Golden Horseshoe”)

**Asset management plans, proposed levels of service**

6. (1) Subject to subsection (2), by July 1, 2024, every asset management plan prepared under section 5 must include the following additional information:

1. For each asset category, the levels of service that the municipality proposes to provide for each of the 10 years following the year in which all information required under section 5 and this section is included in the asset management plan, determined in accordance with the following qualitative descriptions and technical metrics:
  - i. With respect to core municipal infrastructure assets, the qualitative descriptions set out in Column 2 and the technical metrics set out in Column 3 of Table 1, 2, 3, 4 or 5, as the case may be.
  - ii. With respect to all other municipal infrastructure assets, the qualitative descriptions and technical metrics established by the municipality.
2. An explanation of why the proposed levels of service under paragraph 1 are appropriate for the municipality, based on an assessment of the following:
  - i. The options for the proposed levels of service and the risks associated with those options to the long term sustainability of the municipality.
  - ii. How the proposed levels of service differ from the current levels of service set out under paragraph 1 of subsection 5 (2).
  - iii. Whether the proposed levels of service are achievable.
  - iv. The municipality’s ability to afford the proposed levels of service.
3. The proposed performance of each asset category for each year of the 10-year period referred to in paragraph 1, determined in accordance with the performance measures established by the municipality, such as those that would measure energy usage and operating efficiency.
4. A lifecycle management and financial strategy that sets out the following information with respect to the assets in each asset category for the 10-year period referred to in paragraph 1:
  - i. An identification of the lifecycle activities that would need to be undertaken to provide the proposed levels of service described in paragraph 1, based on an assessment of the following:
    - A. The full lifecycle of the assets.
    - B. The options for which lifecycle activities could potentially be undertaken to achieve the proposed levels of service.
    - C. The risks associated with the options referred to in sub-subparagraph B.
    - D. The lifecycle activities referred to in sub-subparagraph B that can be undertaken for the lowest cost to achieve the proposed levels of service.
  - ii. An estimate of the annual costs for each of the 10 years of undertaking the lifecycle activities identified in subparagraph i, separated into capital expenditures and significant operating costs.
  - iii. An identification of the annual funding projected to be available to undertake lifecycle activities and an explanation of the options examined by the municipality to maximize the funding projected to be available.
  - iv. If, based on the funding projected to be available, the municipality identifies a funding shortfall for the lifecycle activities identified in subparagraph i,
    - A. an identification of the lifecycle activities, whether set out in subparagraph i or otherwise, that the municipality will undertake, and
    - B. if applicable, an explanation of how the municipality will manage the risks associated with not undertaking any of the lifecycle activities identified in subparagraph i.
5. For municipalities with a population of less than 25,000, as reported by Statistics Canada in the most recent official census, a discussion of how the assumptions regarding future changes in population and economic activity, set out in subparagraph 5 i of subsection 5 (2), informed the preparation of the lifecycle management and financial strategy referred to in paragraph 4 of this subsection.
6. For municipalities with a population of 25,000 or more, as reported by Statistics Canada in the most recent official census,

- i. the estimated capital expenditures and significant operating costs to achieve the proposed levels of service as described in paragraph 1 in order to accommodate projected increases in demand caused by population and employment growth, as set out in the forecasts or assumptions referred to in paragraph 6 of subsection 5 (2), including estimated capital expenditures and significant operating costs related to new construction or to upgrading of existing municipal infrastructure assets,
- ii. the funding projected to be available, by source, as a result of increased population and economic activity, and
- iii. an overview of the risks associated with implementation of the asset management plan and any actions that would be proposed in response to those risks.

7. An explanation of any other key assumptions underlying the plan that have not previously been explained.

(2) With respect to an asset management plan prepared under section 5 on or before July 1, 2021, if the additional information required under this section is not included before July 1, 2023, the municipality shall, before including the additional information, update the current levels of service set out under paragraph 1 of subsection 5 (2) and the current performance measures set out under paragraph 2 of subsection 5 (2) based on data from the two most recent calendar years.

#### **Update of asset management plans**

7. (1) Every municipality shall review and update its asset management plan at least five years after the year in which the plan is completed under section 6 and at least every five years thereafter.

(2) The updated asset management plan must comply with the requirements set out under paragraphs 1, 2 and 3 and subparagraphs 5 i and 6 i, ii, iii, iv and v of subsection 5 (2), subsection 5 (3) and paragraphs 1 to 7 of subsection 6 (1).

#### **Endorsement and approval required**

8. Every asset management plan prepared under section 5 or 6, or updated under section 7, must be,

- (a) endorsed by the executive lead of the municipality; and
- (b) approved by a resolution passed by the municipal council.

#### **Annual review of asset management planning progress**

9. (1) Every municipal council shall conduct an annual review of its asset management progress on or before July 1 in each year, starting the year after the municipality's asset management plan is completed under section 6.

(2) The annual review must address,

- (a) the municipality's progress in implementing its asset management plan;
- (b) any factors impeding the municipality's ability to implement its asset management plan; and
- (c) a strategy to address the factors described in clause (b).

#### **Public availability**

10. Every municipality shall post its current strategic asset management policy and asset management plan on a website that is available to the public, and shall provide a copy of the policy and plan to any person who requests it.

TABLE 1  
WATER ASSETS

Column 1 Service attribute	Column 2 Community levels of service (qualitative descriptions)	Column 3 Technical levels of service (technical metrics)
Scope	1. Description, which may include maps, of the user groups or areas of the municipality that are connected to the municipal water system. 2. Description, which may include maps, of the user groups or areas of the municipality that have fire flow.	1. Percentage of properties connected to the municipal water system. 2. Percentage of properties where fire flow is available.
Reliability	Description of boil water advisories and service interruptions.	1. The number of connection-days per year where a boil water advisory notice is in place compared to the total number of properties connected to the municipal water system. 2. The number of connection-days per year due to water main breaks compared to the total number of properties connected to the municipal water system.

TABLE 2  
WASTEWATER ASSETS

Column 1	Column 2	Column 3
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Service attribute	Community levels of service (qualitative descriptions)	Technical levels of service (technical metrics)
Scope	Description, which may include maps, of the user groups or areas of the municipality that are connected to the municipal wastewater system.	Percentage of properties connected to the municipal wastewater system.
Reliability	<ol style="list-style-type: none"> <li>1. Description of how combined sewers in the municipal wastewater system are designed with overflow structures in place which allow overflow during storm events to prevent backups into homes.</li> <li>2. Description of the frequency and volume of overflows in combined sewers in the municipal wastewater system that occur in habitable areas or beaches.</li> <li>3. Description of how stormwater can get into sanitary sewers in the municipal wastewater system, causing sewage to overflow into streets or backup into homes.</li> <li>4. Description of how sanitary sewers in the municipal wastewater system are designed to be resilient to avoid events described in paragraph 3.</li> <li>5. Description of the effluent that is discharged from sewage treatment plants in the municipal wastewater system.</li> </ol>	<ol style="list-style-type: none"> <li>1. The number of events per year where combined sewer flow in the municipal wastewater system exceeds system capacity compared to the total number of properties connected to the municipal wastewater system.</li> <li>2. The number of connection-days per year due to wastewater backups compared to the total number of properties connected to the municipal wastewater system.</li> <li>3. The number of effluent violations per year due to wastewater discharge compared to the total number of properties connected to the municipal wastewater system.</li> </ol>

**TABLE 3**  
**STORMWATER MANAGEMENT ASSETS**

Column 1 Service attribute	Column 2 Community levels of service (qualitative descriptions)	Column 3 Technical levels of service (technical metrics)
Scope	Description, which may include maps, of the user groups or areas of the municipality that are protected from flooding, including the extent of the protection provided by the municipal stormwater management system.	<ol style="list-style-type: none"> <li>1. Percentage of properties in municipality resilient to a 100-year storm.</li> <li>2. Percentage of the municipal stormwater management system resilient to a 5-year storm.</li> </ol>

**TABLE 4**  
**ROADS**

Column 1 Service attribute	Column 2 Community levels of service (qualitative descriptions)	Column 3 Technical levels of service (technical metrics)
Scope	Description, which may include maps, of the road network in the municipality and its level of connectivity.	Number of lane-kilometres of each of arterial roads, collector roads and local roads as a proportion of square kilometres of land area of the municipality.
Quality	Description or images that illustrate the different levels of road class pavement condition.	<ol style="list-style-type: none"> <li>1. For paved roads in the municipality, the average pavement condition index value.</li> <li>2. For unpaved roads in the municipality, the average surface condition (e.g. excellent, good, fair or poor).</li> </ol>

**TABLE 5**  
**BRIDGES AND CULVERTS**

Column 1 Service attribute	Column 2 Community levels of service (qualitative descriptions)	Column 3 Technical levels of service (technical metrics)
Scope	Description of the traffic that is supported by municipal bridges (e.g., heavy transport vehicles, motor vehicles, emergency vehicles, pedestrians, cyclists).	Percentage of bridges in the municipality with loading or dimensional restrictions.
Quality	<ol style="list-style-type: none"> <li>1. Description or images of the condition of bridges and how this would affect use of the bridges.</li> <li>2. Description or images of the condition of culverts and how this would affect use of the culverts.</li> </ol>	<ol style="list-style-type: none"> <li>1. For bridges in the municipality, the average bridge condition index value.</li> <li>2. For structural culverts in the municipality, the average bridge condition index value.</li> </ol>

## COMMENCEMENT

### Commencement

**11. This Regulation comes into force on the later of January 1, 2018 and the day it is filed.**



## **Township of Southgate – Asset Management Policy**

### **1. Background**

The Corporation of the Township of Southgate is committed to providing services to residents in a fiscally responsible manner that supports its residents, businesses and commerce, in a healthy and vibrant community. With this commitment in mind, assets must be managed in a way that allows the Township to support the community and achieve its goals, plans and policies.

### **2. Purpose**

The purpose of this policy is to establish consistent standards and guidelines for management of the Township's assets applying sound technical, social and economic principles that consider present and future needs of the community, and the service expected from the assets. This means leveraging and managing total lifecycle costs of ownership efficiently, at the least cost with regard to the service levels, to best meet the needs of the community while being cognizant of the risk of failure that is acceptable. The standards and guidelines must adhere to the following areas:

### **3. Definitions**

In this policy the following definitions are used:

- a) **"Asset Management Plan"** means a strategic document that states how a group of assets are to be managed over a period of time. The plan describes the characteristics and condition of infrastructure assets, the levels of service expected from them, planned actions to ensure the assets are providing the expected level of service, risk management assessment and financing strategies to implement the planned actions.
- b) **"Capitalization Thresholds"** means the Township's Asset Management Policy applies to all assets whose role in service delivery requires deliberate management by the Township. The service focus intent of this policy differentiates its requirements for identifying assets from the capitalization thresholds which are developed for the purposes of financial reporting. For this reason, the capitalization threshold developed for financial reporting will not be the guide in selecting the assets covered by the asset management planning process.
- c) **"Infrastructure"** means municipal tangible capital assets primarily for public use or benefit in the Township of Southgate.



- d) **“Level of Service”** means a description of approaches for core infrastructure assets including community expectations and technical metrics for life cycle methodologies.

#### **4. Scope and Responsibility**

The Public Works Manager together with the other Department Heads will assist in this task through the reporting of the ongoing maintenance work activities and costs to improve the asset lifecycle functioning of all infrastructure, utilization of condition assessment information and service level requirements to update the long and short term asset plan and its requirements.

The Treasurer will assume the lead role and be responsible for the maintenance of the asset plan and reporting on the activity related to the management of Township assets. This information will be reviewed by staff and presented to Council in Committee of the Whole meeting format annually for preparation prior to and consideration during the annual budget deliberations.

#### **5. Statutory Requirements**

The Infrastructure for Jobs and Prosperity Act, 2015 sets out principles to guide asset management planning for municipalities in Ontario. The Township of Southgate will strive to incorporate the following principles whenever possible into the day to day operation of the Township:

- i. **Looking Forward** - The Township shall take a long-term view while considering demographic and economic trends in the Township.
- ii. **Budgeting and Planning** - The Township shall take into account any applicable budgets, capital projections or fiscal plans, released under the Fiscal Transparency and Accountability Act, 2004 and budgets adopted under Part VII of the Municipal Act, 2001.
- iii. **Prioritizing** - The Township shall clearly identify infrastructure priorities to drive investment decisions based on assessment reporting of asset conditions and community requirements from the Township’s strategic direction spelled out in the Community Action Plan.
- iv. **Economic Development** - The Township shall promote economic growth through infrastructure investments, competitiveness, productivity, job creation and training opportunities.



# TOWNSHIP OF SOUTHGATE

## Policy #79 Southgate Asset Management Policy

Approved by Council on: June 5, 2019

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- v. **Transparency** - The Township shall be open and transparent during the decision making process. The Township shall make decisions with respect to infrastructure, based on information that is publicly available or can be made available, subject to the appropriate management of municipal assets, investment and risk. Those decisions, that can be, shall be shared with the public and the information provided to seek public input and share the implications on the infrastructure and investment decisions with the community, the Government and the broader public sector entities.
- vi. **Consistency** - The Township shall ensure the continued delivery of core public services in a fiscally responsible manner where the service requirements continue to be needed.
- vii. **Environmental Conscious** - The Township shall minimize the impact of infrastructure on the environment through implementing best practices and controls in maintenance works, project designs and construction works in advance of any required assessments and studies to maintain ecological and biological diversity. This environmental consciousness strategy for future infrastructure projects will mitigate the effects of climate change and by making use of acceptable recycled materials that provides value of asset investment and will reduce our carbon footprint.
- viii. **Health and Safety** - The Township shall ensure that the health and safety of workers involved in the construction and maintenance of infrastructure assets are protected through training, safety meetings and use of best practices.
- ix. **Community Focused** - The Township shall promote community improvement through public engagement to ensure and promote social and economic benefits arising from any infrastructure projects that are intended to improve the well-being of a community as an outcome of the project, such as local job creation, improvement of public spaces within the community, and promoting accessibility for persons with disabilities.
- x. **Innovation** - The Township shall create opportunities to make use of innovative technologies, services and best practices, particularly where doing so to utilize technology, techniques, and practices developed and working in the Ontario environment. In addition, the Township must adhere to the requirements outlined in the Maintenance Standards and the Provincial Policy Statement currently in force, and any other legislation specific to the Township.

# TOWNSHIP OF SOUTHGATE

## Policy #79 Southgate Asset Management Policy

Approved by Council on: June 5, 2019



- xi. **Existing Plans and Policies** - The Township has developed and adopted a Community Action Plan, an Official Plan, Grey County Growth Management Study, an Emergency Management Plan, an Accessibility Plan, a Community Improvement Plan, Roads Management Study, Bridge Inspection Reports, and an Asset Management Plan. These plans were designed to meet the legislative requirements and work together to achieve the Township's mission of providing innovation and excellence in service delivery. These plans will be reviewed regularly by staff and annual spending requirements in support of the objectives of the plans will be incorporated into the annual budgeting process. The Township's plans rely on the physical assets owned by the Township and the commitment of staff to ensure their strategic use and maintenance through investments. This is accomplished through long term asset maintenance, repair, and replacement planning, and the acquisition of new assets to meet the needs of the Township.

## 6. Guiding Principles

The policy requires the commitment of key stakeholders within the Township's organization being Council and staff, with appropriate public consultation, to ensure the policy contains a clear plan that can be implemented, reviewed and updated.

**Council**, on behalf of the citizens, will be entrusted with the responsibility of overseeing the management of the assets. Council will approve the Asset Management Planning documents and required updates every five years. Council will review management's implementation of the Plan as part of the annual budget process. Council will support efforts to improve the Plan and ensure it includes changes necessitated by updates to other Township strategic documents.

**Staff Management** will oversee the policy implementation and ensure both the Asset Management Plan and the Asset Management Policy are in compliance with Provincial Asset Management regulations. Staff Management will ensure that current year and long range asset requirements are incorporated into the budget presented to Council annually. Staff Management will update the Policy and Plan to reflect changes as needed and present them for Council approval at least every five years. These changes will include those reflected in the updates to the Development Charges Study, Roads Needs Study, Building Structural Assessment Reports, and all other condition assessments commissioned for assets covered by the plan.

# **TOWNSHIP OF SOUTHGATE**

## **Policy #79 Southgate Asset Management Policy**

**Approved by Council on: June 5, 2019**

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### **7. General Policy Strategies**

The asset management plans and progress made on the plans will be considered annually in the development of the Township's capital budgets, operating budgets, and long-term financial plans.

Department Heads will reference the asset management plan for their area in order to look up forecasted spending needs identified in the plan, verify progress made on the plan to identify potential gaps, and prioritize spending needs, across the gap needs identified in the plan and recent developments, for the year to be budgeted for. Finance staff will be involved in the asset management planning process to coordinate the information from the department personnel in the preparation of the budget submission.

Asset management planning will be aligned with the Township's Community Action Plan, Community Improvement Plan and Official Plan. The asset management plans will reflect how the community is projected to change and the related asset impact. The Township will achieve this by consulting with those responsible for managing the services to analyze the future costs and viability of projected changes.

Methods, assumptions, and data used in the selection of projected changes should be documented to support the recommendations in the Asset Management Plan.

Climate change will be considered as part of the Township's risk management approach embedded in local asset management planning methods. This approach will balance the potential cost of vulnerabilities to climate change impact and other risks with the cost of reducing these vulnerabilities. The balance will be struck in the levels of service delivered through operations, maintenance schedules, disaster response plans, contingency funding, and capital investments. The Township will continue to work with the County of Grey in regard to developing climate change mitigation and adaptation best practices and assessments.

The Township recognizes the need for stakeholder input into the planning process of the Southgate Asset Management Plan and financial planning processes. The Township will foster informed community dialogue using the best available information and the use of options such as formal community meetings and online public engagement methods to make the best possible decisions related to the Asset Management Plan and supporting capital investment decisions to manage our municipal assets and infrastructure life cycle performance.

		2019	ALPHABETICAL LIST OF ROAD SEGMENTS			
I.D.	Category	PCI	Description	From	To	
1	Paved	92.30	Alice Street	Victoria St E	Victoria St E	
438	Gravel		Artemesia-Southgate Townline	Southgate Sideroad 15	Boar Farm Rd	
435	Gravel		Artemesia-Southgate Townline	Southgate Sideroad 07	Grey Road 14	
120	Paved	81.57	Artemesia-Southgate Townline	Murial St	Highway 10	
86	Gravel		Artemesia-Southgate Townline	Boar Farm Rd	Southgate Sideroad 73	
119	Paved	92.30	Artemesia-Southgate Townline	Southgate Sideroad 73	Edgar St	
171	Paved	92.30	Artemesia-Southgate Townline	Edgar St	Murial St	
284	Gravel		Artemesia-Southgate Townline	Grey Road 14	Dead End	
535	Gravel		Artemesia Street N	Grey St E	Todd Crescent	
4	Paved	81.57	Artemesia Street N	Owen Sound St	Toronto St	
6	Paved	81.57	Artemesia Street N	Main St E	Owen Sound St	
42	Paved	92.30	Artemesia Street N	Toronto St	Grey St E	
13	Paved	92.30	Artemesia Street S	Victoria St E	Main St E	
610	Paved	100.00	Aunt Mary Boulevard	Southgate Road 6	SG Sideroad 41	
412	Paved	71.91	Bell Circle	Hanbury St	Hanbury St	
59	Paved	52.59	Bradley Street	Grey St E	Dead End	
409	Paved	62.25	Bradley Street	Toronto St	Highpoint St	
46	Paved	92.30	Bradley Street	Highpoint St	Grey St E	
52	Paved	71.91	Braemore Street E	Dead End	McDowell St	
481	Paved	71.91	Braemore Street W	Mill St	Dead End	
68	Paved	64.26	Cedar Lane	Dead End	Wilder Lake Rd	
71	Paved	64.26	Centre Street	Grey Road 109	Dead End	
593	Paved	81.57	Christie Street	Dead End	Grey Road 9	
70	Paved	92.30	Church Street	Wellington Street	Grey Rd 109	
62	Paved	100.00	Doyle Street	Grey Street E	Dead End	
552	Gravel		Dromore Park Road	Dead End	Southgate Road 22	
15	Paved	71.91	Dundalk Street	Toronto Street	Grey Street W	
27	Paved	71.91	Dundalk Street	Holland Street S	Toronto Street	
40	Paved	81.57	Dundalk Street	Main Sreet W	Holland Street S	
622	Gravel		Eco Parkway	Ida Street	Dead End	
21	Gravel		Edgar Street	Elder Street	Artemesia-Southgate TL	
405	Gravel		Elder Sreet Gravel	Edgar Street	Murial Street	
512	Gravel		Elder Sreet Gravel	Dead End	Edgar Street	
542	Paved		Elm Street	Dead End	Victoria Street E	
207	Gravel		Feairs Drive	Grey Road 14	Dead End	
66	Paved	71.91	Glenelg Street	Ida Street	Grey Street W	
29	Paved	52.59	Gold Street	Young Street	Dead End	
35	Paved	81.57	Gold Street	Dead End	Young Street	
98	Gravel		Goodfellow Street	Grey Road 9	Southgate Sideroad 71	
16	Paved	92.30	Grey Street E	Osprey Street N	Bradley Street	
63	Paved	71.91	Grey Street E	Doyle Street	Artemesia Street	
65	Paved	82.65	Grey Street E	Artemesia Street	Osprey Street N	
64	Paved	63.33	Grey Street E	Proton Street	Doyle Street	
533	Paved	71.91	Grey Street W	Dead End	Dundalk Street	
83	Paved	71.91	Grey Street W	Dundalk Street	Proton Street N	
9	Paved	71.91	Hagan Street	Dead End	Young Street	
542	Paved	71.91	Hagan Street E.	Dead End	Victoria Street E	
60	Paved	63.33	Hanbury Street	Ida Street	Morrow Circle	
411	Paved	71.91	Hanbury Street	Morrow Circle	Bell Circle	
619	Paved	100.00	Harris Circle	SG Sideroad 41	Harris Circle	
620	Paved	100.00	Harris Circle	Harris Circle	Harris Circle	
55	Paved	64.26	Highpoint Street	Bradley Street	Pine Court	
51	Paved	71.91	Highpoint Street	Pine Court	Wilson Crescent	
22	Paved	81.57	Highpoint Street	Wilson Crescent	Dead End	

		2019	ALPHABETICAL LIST OF ROAD SEGMENTS			
I.D.	Category	PCI	Description	From	To	
58	Paved	81.57	Highpoint Street	McGregor Court	Wilson Crescent	
49	Paved	92.30	Holland Street N	Proton Street N	Artemesia Street N	
538	Paved	43.69	Holland Street S	Dundalk Street	N 0.4km	
537	Paved	55.22	Holland Street S	S 0.6km	Proton Street N	
564	Gravel		Homestead Road	W 0.2km	Dead End	
563	Earth		Homestead Road - Earth	Southgate Road 26	E 0.06km	
621	Paved	48.33	Ida Street	Municipality Boundary	Eco Parkway	
466	Paved	48.33	Ida Street	Eco Parkway	Hanbury Street	
124	Paved	73.29	Ida Street	Glenelg Street	Southgate Road 22	
467	Paved	55.22	Ida Street	Hanbury Street	Victoria Street W	
468	Paved	55.22	Ida Street	Victoria St W	Main Street W	
125	Paved	81.57	Ida Street	Grey Road 9	Glenelg Street	
541	Paved	63.33	Industrial Road	Victoria Street W	Dead End	
590	Gravel		John Irwin Lane	Dead End	Grey Road 109	
539	Paved	52.59	Keppel Street	Main Street W	Dead End	
455	Gravel		Lake Road	Dead End	Southgate Road 26	
476	laneway		Lane Street	Grey Road 109	Dead End	
574	Earth		London Road	Highway 89	N 0.27km	
577	Paved	100.00	London Road	S 0.67km	Wellington Street E	
576	Gravel		London Road	S 0.27km	N 0.3km	
578	Gravel		London Road	S 0.57km	N 0.1km	
39	Paved	63.33	McAuley Street	Victoria Street W	Main Street W	
53	Paved	71.91	McDowell Street	Main Street E	Braemore Street E	
24	Paved	71.91	McDowell Street	Braemore Street E	Dead End	
503	Paved	97.90	McFarlin Drive	Highway 6	Grey Rd 6	
57	Paved	64.26	McGregor Court	Highpoint St	Dead End	
480	Paved	64.26	Mill Street	Main St E	Braemore Street W	
61	Paved	81.57	Morrow Circle	Dead End	Hanbury St	
406	Gravel		Murial Street Gravel	Elder Street	Artemesia-Southgate TnLn	
473	Paved	63.33	Nixon Street	Dead End	Victoria Street W	
394	Paved	57.63	Old Rail Road	Southgate Sideroad 41	Southgate Road 26	
387	Paved	17.17	Orchardville Sideroad	Highway 6	Southgate Road 14	
			<i>was pulverized and turned back to gravel in 2020</i>			
26	Paved	64.40	Osprey Street N	Main St E	Owen Sound St	
32	Paved	64.26	Osprey Street N	Owen Sound St	Toronto St	
41	Paved	81.57	Osprey Street N	Toronto St	Grey St E	
43	Paved	92.30	Osprey Street S	Victoria St E	Main St E	
7	Paved	81.57	Owen Sound St	Artemesia Street	Osprey Street N	
48	Paved	81.57	Owen Sound St	Osprey Street N	Main St E	
11	Paved	55.22	Owen Sound St	Proton St N	Holland Street N	
588	Gravel		Park Road	Grey Rd 109	Dead End	
69	Gravel		Petrie Street	Grey Rd 109	Dead End	
56	Paved	64.26	Pine Court	Highpoint St	Dead End	
2	Paved	71.91	Proton St N	Main St E	Holland St N	
5	Paved	71.91	Proton St N	Owen Sound St	Toronto St	
17	Paved	71.91	Proton St N	Holland Street S	Owen Sound St	
37	Paved	64.26	Proton St N	Toronto St	Grey St E	
12	Paved	63.33	Proton St S	Victoria St W	Main St W	
28	Paved	63.33	Rowe's Lane	Dead End	Victoria St E	
54	Paved	55.22	Russell Street	Victoria St E	Main St E	
482	Paved	55.22	Russell Street	Dead End	Victoria St E	
604	Paved	99.82	Sheffield St	Russell Street	Sinclair St	
605	Paved	99.82	Sheffield St	Sinclair St	Dead End	

		2019	ALPHABETICAL LIST OF ROAD SEGMENTS			
I.D.	Category	PCI	Description	From	To	
607	Paved	99.82	Sinclair St	Sheffield St	Main St. N.	
596	Paved	64.26	Sligo Road	Dead End	Southgate Sd 41	
594	Paved	48.33	Southgate Rd 04	Sligo Rd	Southgate Sd 41	
595	Paved	42.43	Southgate Rd 04	Southgate Sd 41	Southgate Sd 47	
325	Paved	57.63	Southgate Rd 04	Southgate Sd 47	Southgate Sd 47	
326	Paved	57.63	Southgate Rd 04	Southgate Sd 47	Southgate Sd 49	
175	Gravel		Southgate Rd 04 - Gravel	Southgate Sd 13	Southgate Sd 15	
426	Gravel		Southgate Rd 04 - Gravel	Southgate-Melancthon TnLn	Southgate-Melancthon TnLn	
526	Gravel		Southgate Rd 04 - Gravel	W 7.03 km	Southgate-Melancthon TnLn	
525	Gravel		Southgate Rd 04 - Gravel	Grey Rd 8	E 0.93 km	
136	SurfTrmt	64.26	Southgate Rd 04	Southgate Sd 19	Grey Rd 8	
137	SurfTrmt	57.63	Southgate Rd 04	Southgate Sd 15	Southgate Sd 19	
229	Gravel		Southgate Rd 04 - Gravel	Southgate Sd 55	Southgate Sd 57	
346	Paved	27.32	Southgate Rd 04	Grey Rd 14	Southgate Sd 07	
344	Paved	27.32	Southgate Rd 04	Southgate Sd 07	Southgate Sd 11	
203	Gravel		Southgate Rd 04 - Gravel	Southgate Sd 11	Southgate Sd 13	
445	Gravel		Southgate Rd 04 - Gravel	Southgate Sd 57	Southgate Sd 61	
231	Gravel		Southgate Rd 04 - Gravel	Southgate Sd 49	Southgate Sd 55	
447	Gravel		Southgate Rd 04 - Gravel	Southgate Sd 61	Grey Rd 14	
261	Paved	57.63	Southgate Rd 06	Grey Rd 109	Uncle Tom Circle W	
612	Paved	57.63	Southgate Rd 06	Uncle Tom Circle W	Uncle Tom Circle E	
613	Paved	48.33	Southgate Rd 06	Uncle Tom Circle E	Southgate Sd 41	
110	Gravel		Southgate Rd 08	Grey Rd 8	Southgate-Melancthon TnLn	
114	Gravel		Southgate Rd 08	Southgate Sd 19	Grey Rd 8	
258	Gravel		Southgate Rd 08	Southgate Sd 47	Southgate Sd 49	
528	Gravel		Southgate Rd 08	W 0.42 km	Southgate Sd 19	
236	Gravel		Southgate Rd 08	Southgate Sd 55	Southgate Sd 57	
173	SurfTrmt	42.43	Southgate Rd 08	Southgate Sd 13	Southgate Sd 15	
259	Gravel		Southgate Rd 08 Gravel	Southgate Sd 41	Southgate Sd 47	
349	Paved	42.43	Southgate Rd 08 Gravel	Grey Rd 14	Southgate Sd 13	
527	SurfTrmt	48.33	Southgate Rd 08	Southgate Sd 15	E 1.6 km	
609	Paved	83.33	Southgate Rd 08	Southgate Sd 41	Aunt Mary Boulevard	
267	Gravel		Southgate Rd 08 Gravel	Highway 6	Southgate Sd 33	
237	Gravel		Southgate Rd 08 Gravel	Southgate Rd 08	Southgate Sd 57	
262	Gravel		Southgate Rd 08 Gravel	Grey Rd 109	Southgate Sd 41	
399	Gravel		Southgate Rd 08 Gravel	Southgate Sd 49	Southgate Sd 55	
266	Gravel		Southgate Rd 08 Gravel	Southgate Sd 33	Grey Rd 109	
232	Gravel		Southgate Rd 08 Gravel	Southgate Sd 57	Southgate Sd 61	
206	Gravel		Southgate Rd 08 Gravel	Southgate Sd 61	Southgate Sd 03	
177	SurfTrmt	64.26	Southgate Rd 10	Southgate Sd 13	Southgate Sd 15	
529	Gravel		Southgate Rd 10 Gravel	Grey Rd 14	E 1.6 km	
530	Paved	64.26	Southgate Rd 10	W 0.4km	Southgate Sd 13	
264	Gravel		Southgate Rd 10	Southgate Sd 33	Grey Rd 109	
427	Gravel		Southgate Rd 10	Grey Rd 8	Southgate-Melancthon TnLn	
96	Paved	73.29	Southgate Rd 10	Southgate Sd 21	Grey Rd 8	
221	Gravel		Southgate Rd 10 Gravel	Southgate Sd 61	Southgate Sd 03	
256	Gravel		Southgate Rd 10 Gravel	Southgate Sd 47	Southgate Sd 49	
263	Gravel		Southgate Rd 10 Gravel	Grey Rd 109	Southgate Sd 41	
233	Gravel		Southgate Rd 10 Gravel	Southgate Sd 57	Southgate Sd 61	
105	Paved	57.63	Southgate Rd 10	Southgate Sd 19	Southgate Sd 21	
115	Paved	57.63	Southgate Rd 10	Southgate Sd 15	Southgate Sd 19	
255	Gravel		Southgate Rd 10 Gravel	Southgate Sd 41	Southgate Sd 47	



		2019	ALPHABETICAL LIST OF ROAD SEGMENTS			
I.D.	Category	PCI	Description	From	To	
220	Gravel		Southgate Rd 10 Gravel	Southgate Sd 03	Southgate Sd 07	
269	Gravel		Southgate Rd 10 Gravel - Seasonal	Highway 6	Southgate Sd 33	
238	Gravel		Southgate Rd 10 Gravel	Southgate Sd 49	Southgate Sd 55	
234	Gravel		Southgate Rd 10 Gravel	Southgate Sd 55	Southgate Sd 57	
209	Gravel		Southgate Rd 10 Gravel	Southgate Sd 07	Grey Rd 14	
218	Gravel		Southgate Rd 12 Gravel	Southgate Sd 61	Southgate Sd 03	
428	Gravel		Southgate Rd 12 Gravel	Grey Rd 8	Southgate-Melancthon TnLn	
271	Gravel		Southgate Rd 12 Gravel	Southgate Sd 47	Southgate Sd 49	
251	Gravel		Southgate Rd 12 Gravel	Southgate Sd 49	Southgate Sd 55	
224	Gravel		Southgate Rd 12 Gravel	Southgate Sd 57	Southgate Sd 61	
239	Gravel		Southgate Rd 12 Gravel	Southgate Sd 55	Southgate Sd 57	
148	Paved	37.34	Southgate Rd 12	Southgate Sd 21	Grey Rd 8	
386	Paved	71.91	Southgate Rd 12	Hwy 6	Grey Rd 109	
72	Paved	57.63	Southgate Rd 12	Grey Rd 14	Southgate Sd 13	
377	Paved	55.22	Southgate Rd 12	Grey Rd 109	Southgate Sd 41	
178	Paved	42.43	Southgate Rd 12	Southgate Sd 13	Southgate Sd 15	
253	Gravel		Southgate Rd 12 Gravel	Southgate Sd 41	Southgate Sd 47	
103	Gravel		Southgate Rd 12 Gravel	Southgate Sd 15	Southgate Sd 19	
104	Gravel		Southgate Rd 12 Gravel	Southgate Sd 19	Southgate Sd 21	
219	Gravel		Southgate Rd 12 Gravel	Southgate Sd 03	Southgate Sd 07	
211	Gravel		Southgate Rd 12 Gravel	Southgate Sd 07	Grey Rd 14	
145	Paved	37.34	Southgate Rd 14	Southgate Sd 19	Southgate Sd 21	
360	SurfTrmt	48.33	Southgate Rd 14	Grey Rd 14	Southgate Sd 13	
240	Gravel		Southgate Rd 14 Gravel	Southgate Sd 57	Southgate Sd 61	
216	Paved	37.34	Southgate Rd 14	Southgate Sd 03	Southgate Sd 07	
144	Paved	92.30	Southgate Rd 14	Southgate Sd 15	Southgate Sd 19	
146	SurfTrmt	37.34	Southgate Rd 14	Southgate Sd 21	Grey Rd 08	
213	SurfTrmt	37.34	Southgate Rd 14	Southgate Sd 07	Grey Rd 14	
302	Gravel		Southgate Rd 14 Gravel	Orchardville Sd	Grey Rd 109	
100	Gravel		Southgate Rd 14 Gravel	Grey Rd 8	Dead End	
388	Paved	22.35	Southgate Rd 14	Hwy 6	Orchardville Sd	
217	Gravel		Southgate Rd 14 Gravel	Southgate Sd 61	Southgate Sd 03	
242	Gravel		Southgate Rd 14 Gravel	Southgate Sd 55	Southgate Sd 57	
301	Gravel		Southgate Rd 14 Gravel	Grey Rd 109	Southgate Sd 41	
272	Gravel		Southgate Rd 14 Gravel	Southgate Sd 41	Southgate Sd 47	
448	Gravel		Southgate Rd 14 Gravel	Southgate Sd 47	Southgate Sd 49	
449	Gravel		Southgate Rd 14 Gravel	Southgate Sd 49	Southgate Sd 55	
179	SurfTrmt	48.33	Southgate Rd 14	Southgate Sd 13	Southgate Sd 15	
465	Gravel		Southgate Rd 22 Gravel	Southgate Rd 61	E 0.99km	
166	SurfTrmt	46.48	Southgate Rd 22	Southgate Sd 19	Southgate Sd 21	
246	Gravel		Southgate Rd 22 Gravel	Southgate Sd 57	Southgate Sd 61	
164	Paved	50.20	Southgate Rd 22	Southgate Sd 21	Southgate Sd 71	
76	Paved	48.19	Southgate Rd 22	Southgate Sd 07	Grey Rd 14	
351	SurfTrmt	64.26	Southgate Rd 22	Grey Rd 14	Southgate Sd 13	
352	Paved	55.22	Southgate Rd 22	Southgate Sd 13	Southgate Sd 15	
305	Gravel		Southgate Rd 22 Gravel	Hwy 6	Southgate Sd 39	
298	Gravel		Southgate Rd 22 Gravel	Southgate sd 47	Southgate Sd 49	
181	Paved	60.24	Southgate Rd 22	Southgate Sd 15	Southgate Sd 19	
303	Gravel		Southgate Rd 22 Gravel	Southgate Sd 39	Southgate Sd 41	
431	Gravel		Southgate Rd 22 Gravel	Southgate Sd 41	Southgate Sd 47	
551	Gravel		Southgate Rd 22 Gravel	E 1.5km	Southgate Sd 57	
554	Gravel		Southgate Rd 22 Gravel	W 1.13km	Grey Rd 23	

		2019	ALPHABETICAL LIST OF ROAD SEGMENTS			
I.D.	Category	PCI	Description	From	To	
555	Gravel		Southgate Rd 22 Gravel	Southgate Sd 49	W 0.69km	
556	Gravel		Southgate Rd 22 Gravel	W 0.69km	E 0.02 km	
403	Paved	48.19	Southgate Rd 22	Southgate Sd 03	Southgate Sd 07	
550	Paved	60.24	Southgate Rd 22	Dromore Park Rd	W 0.56km	
602	Paved	60.24	Southgate Rd 22	Grey Rd 23	Dromore Park Rd	
88	Gravel		Southgate Rd 22 Gravel	400 m. SW of Hwy. 10	Hwy. 10	
89	Gravel		Southgate Rd 22 Gravel	Southgate Sd 71	Southgate Sd 75	
90	Gravel		Southgate Rd 22 Gravel	Ida Street	Dead End	
531	Gravel		Southgate Rd 24 Gravel	Southgate Sd 71	E 1.5km	
278	SurfTrmt	85.87	Southgate Rd 24	Southgate Sd 57	Southgate Sd 61	
280	SurfTrmt	85.87	Southgate Rd 24	Grey Rd 23	Southgate Sd 57	
180	Paved	100.00	Southgate Rd 24	Southgate Sd 13	Southgate Sd 19	
165	SurfTrmt	100.00	Southgate Rd 24	Southgate Sd 19	Southgate Sd 71	
160	Paved	37.34	Southgate Rd 24	Southgate Sd 75	Hwy 10	
532	Paved	43.69	Southgate Rd 24	E 1.5km	Southgate Sd 75	
566	Gravel		Southgate Rd 24 Gravel	Southgate Sd 39	Southgate Sd 41	
404	SurfTrmt	55.22	Southgate Rd 24	Southgate Sd 03	Southgate Sd 07	
355	SurfTrmt	48.33	Southgate Rd 24	Southgate Sd 07	Grey Rd 14	
567	Gravel		Southgate Rd 24 Gravel	Hwy 6	E 2.3km	
294	Gravel		Southgate Rd 24 Gravel	Southgate Sd 49	Grey Rd 23	
295	Gravel		Southgate Rd 24 Gravel	Southgate Sd 47	Southgate Sd 49	
311	Gravel		Southgate Rd 24 Gravel	Southgate Sd 41	Southgate Sd 47	
402	SurfTrmt	75.13	Southgate Rd 24	Southgate Sd 61	E 0.89km	
353	Paved	48.33	Southgate Rd 24	Grey Rd 14	Southgate Sd 13	
565	Paved	92.30	Southgate Rd 24	Southgate Sd 39	E 0.39km	
568	Paved	92.30	Southgate Rd 24	W 0.15km	Southgate Sd 39	
456	Paved	73.29	Southgate Rd 26	Southgate Rd 26	Southgate Sd 47	
454	Paved	73.29	Southgate Rd 26	Southgate Rd 26	Lake Road	
161	Paved	100.00	Southgate Rd 26	Southgate Sd 73	Southgate Sd 75	
395	SurfTrmt	66.00	Southgate Sd 26	Southgate Sd 47	Southgate Sd 49	
460	SurfTrmt	57.63	Southgate Rd 26	Watra	Grey Rd 23	
457	SurfTrmt	57.63	Southgate Rd 26	Southgate Sd 49	Watra	
453	Gravel		Southgate Rd 26 Gravel	Grey Rd 23	Southgate Sd 57	
288	Gravel		Southgate Rd 26 Gravel	Southgate Sd 57	Southgate Sd 61	
314	Gravel		Southgate Rd 26 Gravel	Wilder Lake Rd	Southgate Rd 26	
439	Paved	81.57	Southgate Rd 26	Southgate Rd 71	Southgate Rd 73	
451	Gravel		Southgate Rd 26 Gravel	Southgate Rd 61	Southgate Rd 03	
547	SurfTrmt	81.57	Southgate Rd 26	W 0.51km	Southgate Sd 07	
546	Gravel		Southgate Rd 26 Gravel	Southgate Sd 03	E 2.3km	
281	Gravel		Southgate Rd 26 Gravel	Southgate Sd 07	Grey Rd 14	
436	Gravel		Southgate Rd 26 Gravel	Southgate Sd 13	Southgate Sd 15	
282	Gravel		Southgate Rd 26 Gravel	Grey Rd 14	Southgate Sd 13	
121	Paved	55.22	Southgate Rd 26	Southgate Sd 75	Hwy 10	
452	Earth		Southgate Sd 03 Earth	Southgate Rd 26	N 1.1km	
337	Paved	57.63	Southgate Sd 03	Southgate Rd 14	Grey Rd 9	
338	Paved	57.63	Southgate Sd 03	Southgate Rd 12	Southgate Rd 14	
339	Paved	73.29	Southgate Sd 03	Southgate Rd 10	Southgate Rd 12	
469	Paved	57.63	Southgate Sd 03	Grey Rd 14	Southgate Sd 61	
470	Paved	73.29	Southgate Sd 03	Southgate Rd 8	Southgate Rd 10	
204	Earth		Southgate Sd 07 Earth	Hwy 89	Southgate Rd 04	
77	Paved	100.00	Southgate Sd 07	Southgate Rd 24	Southgate Rd 26	



		2019	ALPHABETICAL LIST OF ROAD SEGMENTS			
I.D.	Category	PCI	Description	From	To	
212	Gravel		Southgate Sd 07 Gravel	Grey Rd 9	Southgate Rd 22	
214	Gravel		Southgate Sd 07 Gravel	Southgate Rd 10	Grey Rd 9	
434	Paved	48.33	Southgate Sd 07	Southgate Rd 26	Artemesia-Southgate TnLn	
78	Paved	55.22	Southgate Sd 07	Southgate Rd 22	Southgate Rd 24	
215	Gravel		Southgate Sd 07 Gravel	Southgate Rd 08	Southgate Rd 10	
205	Gravel		Southgate Sd 07 Gravel	Southgate Rd 04	Grey Rd 14	
208	Gravel		Southgate Sd 07 Gravel	Southgate Rd 12	Southgate Rd 14	
345	SurfTrmt	57.63	Southgate Sd 11 Surface	Hwy 89	Southgate Sd 04	
343	SurfTrmt	48.33	Southgate Sd 11 Surface	Southgate Rd 04	Southgate Rd 08	
176	Gravel		Southgate Sd 13 Gravel	Hwy 89	Southgate Rd 04	
198	Gravel		Southgate Sd 13 Gravel	Southgate Rd 10	Grey Rd 9	
199	Gravel		Southgate Sd 13 Gravel	Southgate Rd 12	Southgate Rd 14	
200	Gravel		Southgate Sd 13 Gravel	Southgate Rd 10	Southgate Rd 12	
201	Gravel		Southgate Sd 13 Gravel	Southgate Rd 08	Southgate Rd 10	
202	Gravel		Southgate Sd 13 Gravel	Southgate Rd 04	Southgate Rd 08	
283	Gravel		Southgate Sd 13 Gravel	Southgate Rd 24	Southgate Rd 26	
290	Gravel		Southgate Sd 13 Gravel	Southgate Rd 22	Southgate Rd 24	
140	Paved	64.26	Southgate Sd 15	Hwy 89	Southgate Rd 04	
141	Paved	89.94	Southgate Sd 15	Southgate Rd 12	Southgate Rd 14	
142	Paved	43.69	Southgate Sd 15	Southgate Rd 10	Southgate Rd 12	
517	Paved	100.00	Southgate Sd 15	Southgate Rd 04	N 1.7km	
182	Paved	100.00	Southgate Sd 15	Grey Rd 9	Southgate Rd 22	
143	Paved	100.00	Southgate Sd 15	Southgate Rd 14	Grey Rd 9	
138	Paved	57.63	Southgate Sd 15	Southgate Rd 08	Southgate Rd 10	
518	Paved	66.00	Southgate Sd 15	S 0.34km	Southgate Rd 08	
437	Gravel		Southgate Sd 15 Gravel	Southgate Sd 26	Artemesia-Southgate TnLn	
520	Earth		Southgate Sd 19 Earth	Southgate Rd 24	Dead End	
101	Gravel		Southgate Sd 19 Gravel	Southgate Rd 14	Grey Rd 9	
102	Gravel		Southgate Sd 19 Gravel	Southgate Rd 12	Southgate Rd 14	
108	Gravel		Southgate Sd 19 Gravel	Southgate Rd 04	Southgate Rd 08	
109	Gravel		Southgate Sd 19 Gravel	Hwy 89	Southgate Rd 04	
106	Gravel		Southgate Sd 19 Gravel	Southgate Rd 08	Southgate Rd 10	
116	Gravel		Southgate Sd 19 Gravel	Grey Rd 9	Southgate Rd 22	
117	Gravel		Southgate Sd 19 Gravel	Southgate Rd 22	Southgate Rd 24	
91	Gravel		Southgate Sd 21 Gravel	Southgate Rd 22	Southgate Sd 71	
92	Gravel		Southgate Sd 21 Gravel	Grey Rd 9	Southgate Rd 22	
93	Gravel		Southgate Sd 21 Gravel	Southgate Rd 10	Grey Rd 9	
94	Gravel		Southgate Sd 21 Gravel	Southgate Sd 12	Southgate Sd 14	
95	Gravel		Southgate Sd 21 Gravel	Southgate Rd 10	Southgate Rd 12	
265	Gravel		Southgate Sd 33 Gravel	Southgate Rd 08	Southgate Rd 10	
371	Paved	57.63	Southgate Sd 39	Grey Rd 9	Southgate Rd 22	
318	Gravel		Southgate Sd 39-Gravel	Wilder Lake Road	Southgate-Glenelg TL	
557	SurfTrmt	92.30	Southgate Sd 39	Southgate Rd 22	N 0.56km	
558	Paved	92.30	Southgate Sd 39	N 1.56km	Southgate Sd 24	
559	Paved	92.30	Southgate Sd 39	Southgate Rd 24	N 0.2km	
560	Paved	100.00	Southgate Sd 39 (paved in 2019)	S 0.2km	Wilder Lake Rd	
599	Paved	64.26	Southgate Sd 41	Southgate Rd 04	Southgate Rd 06	
310	Gravel		Southgate Sd 41 Gravel	Southgate Rd 24	Wilder Lake Rd	

		2019	ALPHABETICAL LIST OF ROAD SEGMENTS			
I.D.	Category	PCI	Description	From	To	
315	Gravel		Southgate Sd 41 Gravel	Wilder Lake Road	Southgate-Glenelg TL	
300	Gravel		Southgate Sd 41 Gravel	Southgate Rd 14	Grey Rd 9	
430	Gravel		Southgate Sd 41 Gravel	Southgate Rd 22	Southgate Rd 22	
316	Gravel		Southgate Sd 41 Gravel	Wilder Lake Rd	Wilder Lake Rd	
299	Gravel		Southgate Sd 41 Gravel	Grey Rd 9	Southgate Rd 22	
378	Paved	64.26	Southgate Sd 41	Southgate Rd 10	Southgate Rd 12	
379	Paved	64.26	Southgate Sd 41	Southgate Rd 08	Southgate Rd 10	
380	Paved	64.26	Southgate Sd 41	Southgate Rd 08	Southgate Rd 08	
381	Paved	64.26	Southgate Sd 41	Southgate Rd 06	Southgate Rd 08	
382	Paved	64.26	Southgate Sd 41	Southgate Rd 10	Southgate Rd 10	
384	Paved	64.26	Southgate Sd 41	Southgate Rd 12	Southgate Rd 12	
611	Paved	64.26	Southgate Sd 41	Southgate Rd 08	Aunt Mary Boulevard	
618	Paved	64.26	Southgate Sd 41	Southgate Rd 06	Harris Circle	
487	Gravel		Southgate Sd 41 Gravel	Wellington St E	Southgate Rd 04	
586	Gravel		Southgate Sd 41 Gravel	Southgate Rd 12	N 1.5km	
587	Paved	64.26	Southgate Sd 41	S 0.18km	Southgate Rd 14	
257	Gravel		Southgate Sd 47 Gravel	Southgate Rd 08	Southgate Rd 10	
254	Gravel		Southgate Sd 47 Gravel	Southgate Rd 10	Southgate Rd 12	
273	Gravel		Southgate Sd 47 Gravel	Southgate Rd 14	Grey Rd 9	
260	Gravel		Southgate Sd 47 Gravel	Southgate Rd 04	Southgate Rd 08	
432	Gravel		Southgate Sd 47 Gravel	Southgate Rd 26	Southgate-Glenelg TL	
274	Gravel		Southgate Sd 47 Gravel	Grey Rd 9	Southgate Rd 22	
297	Gravel		Southgate Sd 47 Gravel	Southgate Rd 22	Southgate Rd 24	
252	Gravel		Southgate Sd 47 Gravel	Southgate Rd 12	Southgate Rd 14	
296	Gravel		Southgate Sd 47 Gravel	Southgate Rd 24	Southgate Rd 26	
500	Gravel		Southgate Sd 47 Gravel	Hwy 89	Southgate Rd 04	
496	SurfTrmt	37.34	Southgate Sd 49	Hwy 89	Southgate Rd 04	
331	Paved	81.57	Southgate Sd 49	Southgate Rd 14	Grey Rd 9	
330	Paved	64.26	Southgate Sd 49	Southgate Rd 12	Southgate Rd 14	
329	Paved	64.26	Southgate Sd 49	Southgate Rd 10	Southgate Rd 12	
327	SurfTrmt	81.57	Southgate Sd 49	Southgate Rd 04	Southgate Rd 08	
328	Paved	64.26	Southgate Sd 49	Southgate Rd 08	Southgate Rd 10	
458	Paved	49.21	Southgate Sd 49	Southgate Rd 24	Southgate Rd 26	
459	Paved	49.21	Southgate Sd 49	Watra	Southgate Rd 26	
367	Paved	49.21	Southgate Sd 49	Grey Rd 9	Southgate Rd 22	
368	SurfTrmt	49.21	Southgate Sd 49	Southgate Rd 22	Southgate Rd 24	
433	Gravel		Southgate Sd 49 Gravel	Southgate Rd 26	Southgate-Glenelg TL	
495	Gravel		Southgate Sd 55 Gravel	Hwy 89	Southgate Rd 04	
230	Gravel		Southgate Sd 55 Gravel	Southgate Rd 04	Southgate Rd 08	
235	Gravel		Southgate Sd 55 Gravel	Southgate Rd 08	Southgate Rd 10	
249	Gravel		Southgate Sd 55 Gravel	Southgate Rd 10	Grey Rd 9	
250	Gravel		Southgate Sd 55 Gravel	Southgate Rd 12	Southgate Rd 14	
501	Gravel		Southgate Sd 57 Gravel	Hwy 89	Southgate Rd 04	
279	Gravel		Southgate Sd 57 Gravel	Southgate Rd 24	Southgate Rd 26	
243	Gravel		Southgate Sd 57 Gravel	Southgate Rd 10	Grey Rd 9	
289	Gravel		Southgate Sd 57 Gravel	Southgate Rd 26	Southgate-Glenelg TL	
247	Gravel		Southgate Sd 57 Gravel	Southgate Rd 22	Southgate Rd 24	
248	Gravel		Southgate Sd 57 Gravel	Grey Rd 9	Southgate Rd 22	
225	Gravel		Southgate Sd 57 Gravel	Southgate Rd 12	Southgate Rd 14	
226	Gravel		Southgate Sd 57 Gravel	Southgate Rd 10	Southgate Rd 12	
227	Gravel		Southgate Sd 57 Gravel	Southgate Rd 08	Southgate Rd 10	

		2019	ALPHABETICAL LIST OF ROAD SEGMENTS			
I.D.	Category	PCI	Description	From	To	
228	Gravel		Southgate Sd 57 Gravel	Southgate Rd 04	Southgate Rd 08	
571	Earth		Southgate Sd 61 Earth	Southgate Rd 10	Southgate Rd 12	
245	Gravel		Southgate Sd 61 Gravel	Southgate Rd 22	Southgate Rd 24	
287	Gravel		Southgate Sd 61 Gravel	Southgate Rd 26	Southgate-Glenelg TL	
277	Gravel		Southgate Sd 61 Gravel	Southgate Rd 24	Southgate Rd 26	
241	Gravel		Southgate Sd 61 Gravel	Southgate Rd 14	Grey Rd 9	
572	Gravel		Southgate Sd 61 Gravel	S 0.2km	Southgate Rd 12	
222	Gravel		Southgate Sd 61 Gravel	Southgate Rd 12	Southgate Rd 14	
244	Gravel		Southgate Sd 61 Gravel	Grey Rd 9	Southgate Rd 22	
446	Gravel		Southgate Sd 61 Gravel	Dead End	Southgate Rd 04	
485	Gravel		Southgate Sd 61 Gravel	Southgate Rd 08	Southgate Rd 10	
150	SurfTrmt	37.34	Southgate Sd 71	Dead End	4th Line South West	
99	SurfTrmt	37.34	Southgate Sd 71	Goodfellow Rd	Grey Rd 9	
152	Paved	48.33	Southgate Sd 71	Grey Rd 9	Southgate Rd 22	
440	SurfTrmt	55.77	Southgate Sd 71	Southgate Rd 24	Southgate Rd 26	
472	Paved	55.77	Southgate Sd 71	Southgate Rd 24	Southgate Rd 24	
162	SurfTrmt	60.24	Southgate Sd 71	Southgate Rd 22	Southgate Rd 24	
163	Paved	64.26	Southgate Sd 71	Southgate Rd 22	Southgate Rd 22	
87	Paved	48.33	Southgate Sd 73	Southgate Rd 26	Artemesia-Southgate TnLn	
122	Paved	64.26	Southgate Sd 75	Southgate Rd 24	Southgate Rd 26	
123	Paved	64.26	Southgate Sd 75	Southgate Rd 22	Southgate Rd 24	
570	Earth		Southgate-Glenelg Townline Earth	W 1.8km	Glenelg Sd 49	
291	Earth		Southgate-Glenelg Townline Earth	Dead End	Southgate Sd 57	
443	Gravel		Southgate-Glenelg Townline Gravel	Southgate Sd 41	Dead End	
321	Gravel		Southgate-Glenelg Townline Gravel	Hwy 6	Southgate Sd 39	
393	Gravel		Southgate-Glenelg Townline Gravel	Concession 2	Southgate Sd 41	
392	Gravel		Southgate-Glenelg Townline Gravel	Southgate Sd 39	Concession 2	
548	Earth		Southgate-Glenelg Townline Earth	Southgate Sd 57	E 1.1km	
549	Gravel		Southgate-Glenelg Townline Gravel	W 1.1km	Southgate Sd 61	
569	Gravel		Southgate-Glenelg Townline Gravel	Southgate Sd 47	E 0.22km	
522	Gravel		Southgate-Melancthon Townline	S 1.3km	Southgate Rd 10	
523	Gravel		Southgate-Melancthon Townline	Southgate Rd 08	N 0.46km	
524	Gravel		Southgate-Melancthon Townline	S 0.46km	N 0.87km	
111	Gravel		Southgate-Melancthon Townline	Southgate Rd 04	Southgate Rd 08	
112	Gravel		Southgate-Melancthon Townline	Hwy 89	Southgate Rd 04	
429	Gravel		Southgate-Melancthon Townline	Dead End	Southgate Rd 12	
617	Paved	81.57	Sparrberry Road	Uncle Tom Circle	Uncle Tom Circle	
474	Paved	52.59	Toronto Street	Dead End	Dundalk Street	
3	Paved	92.30	Toronto Street	Proton St N	Artemesia St N	
31	Paved	92.30	Toronto Street	Artemesia St N	Osprey Street N	
407	Paved	92.30	Toronto Street	Osprey Street N	Bradley Street	
614	Paved	81.57	Uncle Tom Circle	Southgate Road 6	Sparrberry Road	
615	Paved	81.57	Uncle Tom Circle	Sparrberry Road	Sparrberry Road	
616	Paved	81.57	Uncle Tom Circle	Sparrberry Road	Southgate Road 6	
545	Paved	73.29	Victoria St E	S 1.1km	Russell Street	
544	Paved	92.30	Victoria St E	Alice Street	E 0.2km	
14	Paved	81.57	Victoria St E	Elm Street	Alice Street	
18	Paved	71.91	Victoria St E	Proton St S	Artemesia St S	
30	Paved	63.33	Victoria St E	Rowe's Lane	Osprey St S	

		2019	ALPHABETICAL LIST OF ROAD SEGMENTS			
I.D.	Category	PCI	Description	From	To	
45	Paved	81.57	Victoria St E	Osprey Street S	Elm St	
38	Paved	92.30	Victoria St W	Ida Street	McAuley	
33	Paved	63.33	Victoria St W	Nixon Street	Young Street	
410	Paved	52.59	Victoria St W	Industrial Rd	Nixon St	
591	Paved	63.33	Victoria St W	McAuley St	Industrial Rd	
36	Paved	63.33	Victoria St W	Young Street	Proton St S	
461	Paved	57.63	Watra Road	Southgate Sd 49	Southgate Sd 26	
462	Paved	92.30	Wellington Street	Dead End	Church Street	
486	Paved	73.29	Wellington Street E	London Road	Southgate Sd 41	
313	Gravel		Wilder Lake Road Gravel	Southgate Sd 41	Southgate Sd 26	
562	Paved	100.00	Wilder Lake Road Gravel	W 1.5km	Southgate Sd 39	
317	Paved	100.00	Wilder Lake Road Gravel	Southgate Sd 39	Southgate Sd 41	
561	Paved	64.26	Wilder Lake Road	Cedar Lane	E 0.96km	
391	Paved	64.26	Wilder Lake Road	Hwy 6	Cedar Lane	
23	Paved	85.87	Wilson Crescent	Highpoint Street	Highpoint Street	
10	Paved	64.26	Young Street	Victoria Street W	Main Street W	
8	Paved	99.82	Young Street	Hagen Street	Gold Street	
25	Paved	99.82	Young Street	Gold Street	Victoria St W	
408	Paved	99.82	Young Street	Dead End	Hagen St	
Road Sections with work scheduled in 2021-2030 Capital Plan						
		Section	scheduled year			
	Road 4	344	2022			
	Road 4	346	2022			
	Sdrd 49	496	2021			
	Sdrd 21	93				
	Road 12	239				
	Road 12	148				
	Road 14	213	2022			
	Road 14	216	2022			
	Road 24	160	2024			
	Sdrd 71	99	2022			
	Sdrd 71	150	2022			
	Road 4	595	2026			
	Ida St. S.		2025			
	Road 22	76	2022			
	Sdrd 71	152	2024			
	Road 26	281				
	Sdrd 57	243				

HISTORICAL COMPARISON OF ROAD CONDITION RATINGS				SOUTHGATE				
		2019		CONDITION RATING				
I.D.	Category	PCI	Description	2019	2014	2007	comments	Count
1	Paved	92.30	Alice Street reconstructed 2013	8	10	5		1
438	Gravel		Artemesia-Southgate Townline	5				2
435	Gravel		Artemesia-Southgate Townline	5				3
120	Paved	81.57	Artemesia-Southgate Townline	8				4
86	Gravel		Artemesia-Southgate Townline	6	6	6		5
119	Paved	92.30	Artemesia-Southgate Townline	8	8	9	Grey High.	6
171	Paved	92.30	Artemesia-Southgate Townline	8	8	9	Grey High.	7
284	Gravel		Artemesia-Southgate Townline	6				8
535	Gravel		Artemesia Street N (driveway)	10	6	5		9
4	Paved	81.57	Artemesia Street N	7	8	8		10
6	Paved	81.57	Artemesia Street N	7	5	8		11
42	Paved	92.30	Artemesia Street N	8	8	8		12
13	Paved	92.30	Artemesia Street S	8	4	6		13
610	Paved	100.00	Aunt Mary Boulevard	10	10	5		14
412	Paved	71.91	Bell Circle	6	7	7		15
59	Paved	52.59	Bradley Street	4	4	5		16
409	Paved	62.25	Bradley Street	5	7	6		17
46	Paved	92.30	Bradley Street	8	10	6		18
52	Paved	71.91	Braemore Street E	6	6	7		19
481	Paved	71.91	Braemore Street W	6	6	7		20
68	Paved	64.26	Cedar Lane	6	6	7		21
71	Paved	64.26	Centre Street	6	7	8		22
593	Paved	81.57	Christie Street	7	7	9		23
70	Paved	92.30	Church Street	8	8	8		24
62	Paved	100.00	Doyle Street	10	6	4		25
552	Gravel		Dromore Park Road	5	5	5		26
15	Paved	71.91	Dundalk Street	6	7	9		27
27	Paved	71.91	Dundalk Street	6	7	9		28
40	Paved	81.57	Dundalk Street	7	7	9		29
622	Gravel		Eco Parkway	7	7	5		30
21	Gravel		Edgar Street	6	6	4		31
405	Gravel		Elder Sreet Gravel	6	6	4		32
512	Gravel		Elder Sreet Gravel	6	6	4		33
542	Paved		Elm Street	6	7	7		34
207	Gravel		Feairs Drive	5	5	5	laneway	35
66	Paved	71.91	Glenelg Street	6	6	7		36
29	Paved	52.59	Gold Street	4	5	6		37
35	Paved	81.57	Gold Street	7	7	7		38
98	Gravel		Goodfellow Street	7	7	8		39
16	Paved	92.30	Grey Street E	8	10	6		40
63	Paved	71.91	Grey Street E	6	6	6		41
65	Paved	82.65	Grey Street E	7	10	6		42
64	Paved	63.33	Grey Street E	5	5	6		43
533	Paved	71.91	Grey Street W	6	7	6		44
83	Paved	71.91	Grey Street W	6	6	6		45
9	Paved	71.91	Hagan Street	6	7	5		46
60	Paved	63.33	Hanbury Street	5	7	7		47
411	Paved	71.91	Hanbury Street	6	7	7		48
619	Paved	100.00	Harris Circle	10	10	5		49
620	Paved	100.00	Harris Circle	10	10	5		50

HISTORICAL COMPARISON OF ROAD CONDITION RATINGS				SOUTHGATE				
		2019		CONDITION RATING				
I.D.	Category	PCI	Description	2019	2014	2007	comments	Count
55	Paved	64.26	Highpoint Street	6	6	5		51
51	Paved	71.91	Highpoint Street	6	5	7		52
22	Paved	81.57	Highpoint Street	7	8	7		53
58	Paved	81.57	Highpoint Street	7	8	7		54
49	Paved	92.30	Holland Street N	8	8	8		55
538	Paved	43.69	Holland Street S	4	4	6		56
537	Paved	55.22	Holland Street S	5	7	8		57
564	Gravel		Homestead Road	7	5	5	seasonal	58
563	Earth		Homestead Road - Earth	5	5	5	seasonal	59
621	Paved	48.33	Ida Street	5	5	5		60
466	Paved	48.33	Ida Street	5	5	5		61
124	Paved	73.29	Ida Street paved in 2008	7	9	7		62
467	Paved	55.22	Ida Street	5	7	8		63
468	Paved	55.22	Ida Street	5	7	8		64
125	Paved	81.57	Ida Street	7	8	7		65
541	Paved	63.33	Industrial Road	5	5	6		66
590	Gravel		John Irwan Lane	5	5	5		67
539	Paved	52.59	Keppel Street	4	6	5		68
455	Gravel		Lake Road	5	5	6	seasonal	69
476	laneway		Lane Street	5	5	4	laneway	70
574	Earth		London Road					71
577	Paved	100.00	London Road	9	on SW border with Mt. Forest			72
576	Gravel		London Road	6	6	5	Well. North	73
578	Gravel		London Road	5	5	8	Well. North	74
39	Paved	63.33	McAuley Street	5	7	7		75
53	Paved	71.91	McDowell Street	6	6	7		76
24	Paved	71.91	McDowell Street	6	6	7		77
503	Paved	97.90	McFarlin Drive	8	9	5	West Grey	78
57	Paved	64.26	McGregor Court	6	8	8		79
480	Paved	64.26	Mill Street	6	6	7		80
61	Paved	81.57	Morrow Circle	7	7	7		81
406	Gravel		Murial Street Gravel	6	6	4		82
473	Paved	63.33	Nixon Street	5	6	7		83
394	Paved	57.63	Old Rail Road	6	6	6		84
387	Paved	17.17	Orchardville Sideroad	3	5	4		85
			<i>was pulverized and turned back to gravel in 2020</i>					
26	Paved	64.40	Osprey Street N	6	7	7		86
32	Paved	64.26	Osprey Street N	6	6	7		87
41	Paved	81.57	Osprey Street N	7	7	7		88
43	Paved	92.30	Osprey Street S	8	8	6		89
7	Paved	81.57	Owen Sound St paved 2012	7	9	5		90
48	Paved	81.57	Owen Sound St paved 2012	7	9	5		91
11	Paved	55.22	Owen Sound St	5	5	6		92
588	Gravel		Park Road	5	5	5		93
69	Gravel		Petrie Street	6	6	4		94
56	Paved	64.26	Pine Court	6	6	5		95
2	Paved	71.91	Proton St N	6	8	8		96
5	Paved	71.91	Proton St N	6	6	8		97
17	Paved	71.91	Proton St N	6	6	8		98
37	Paved	64.26	Proton St N	6	6	8		99
12	Paved	63.33	Proton St S	5	8	8		100

HISTORICAL COMPARISON OF ROAD CONDITION RATINGS				SOUTHGATE				
		2019		CONDITION RATING				
I.D.	Category	PCI	Description	2019	2014	2007	comments	Count
28	Paved	63.33	Rowe's Lane	5	7	7		101
54	Paved	55.22	Russell Street	5	6	6		102
482	Paved	55.22	Russell Street	5	6	5		103
603	Paved	55.22	Russell Street	5	6	5		104
604	Paved	99.82	Sheffield St	9	10	10		105
605	Paved	99.82	Sheffield St	9	10	10		106
607	Paved	99.82	Sinclair St	9	10	10		107
596	Paved	64.26	Sligo Road	6	6	7		108
594	Paved	48.33	Southgate Rd 04	5	5	8		109
595	Paved	42.43	Southgate Rd 04	5	5	8		110
325	Paved	57.63	Southgate Rd 04	6	8	8		111
326	Paved	57.63	Southgate Rd 04	6	6	8		112
175	Gravel		Southgate Rd 04 - Gravel	6	6	7		113
426	Gravel		Southgate Rd 04 - Gravel	5	5	4	seasonal	114
526	Gravel		Southgate Rd 04 - Gravel	5	5	4	seasonal	115
525	Gravel		Southgate Rd 04 - Gravel	7	7	6		116
136	SurfTrmt	64.26	Southgate Rd 04	6	7	6		117
137	SurfTrmt	57.63	Southgate Rd 04	6	6	7		118
229	Gravel		Southgate Rd 04 - Gravel	5	5	6		119
346	Paved	27.32	Southgate Rd 04	3	6	5		120
344	Paved	27.32	Southgate Rd 04	3	6	6		121
203	Gravel		Southgate Rd 04 - Gravel	6	6	6		122
445	Gravel		Southgate Rd 04 - Gravel	5	5	7		123
231	Gravel		Southgate Rd 04 - Gravel	7	7	7		124
447	Gravel		Southgate Rd 04 - Gravel	7	7	7		125
261	Paved	57.63	Southgate Rd 06	6	7	5		126
612	Paved	57.63	Southgate Rd 06	6	7	5		127
613	Paved	48.33	Southgate Rd 06	5	7	5		128
110	Gravel		Southgate Rd 08	6	6	5		129
114	Gravel		Southgate Rd 08	6	7	8		130
528	Gravel		Southgate Rd 08	6	5	8		131
236	Gravel		Southgate Rd 08	6	6	5		132
173	SurfTrmt	42.43	Southgate Rd 08	5	6	6		133
258	Gravel		Southgate Rd 08	5	5	5		134
259	Gravel		Southgate Rd 08 Gravel	4	4	5		135
349	Paved	42.43	Southgate Rd 08 Gravel	5	6	6		136
527	SurfTrmt	48.33	Southgate Rd 08	5	7	5		137
609	Paved	83.33	Southgate Rd 08	4	4	5		138
266	Gravel		Southgate Rd 08 Gravel	6	6	7		139
267	Gravel		Southgate Rd 08 Gravel	5	5	6		140
237	Gravel		Southgate Rd 08 Gravel	5	5	5		141
262	Gravel		Southgate Rd 08 Gravel	7	7	7		142
399	Gravel		Southgate Rd 08 Gravel	7	7	6		143
232	Gravel		Southgate Rd 08 Gravel	7	7	7		144
206	Gravel		Southgate Rd 08 Gravel	7	7	7		145
177	SurfTrmt	64.26	Southgate Rd 10	6	6	6		146
529	Gravel		Southgate Rd 10 Gravel	6	6	7		147
530	Paved	64.26	Southgate Rd 10	6	6	5		148
264	Gravel		Southgate Rd 10	5	5	4		149
427	Gravel		Southgate Rd 10	7	7	8		150



	HISTORICAL COMPARISON OF ROAD CONDITION RATINGS					SOUTHGATE				
		2019		CONDITION RATING						
I.D.	Category	PCI	Description	2019		2014		2007	comments	Count
96	Paved	73.29	Southgate Rd 10	7		5		6		151
221	Gravel		Southgate Rd 10 Gravel	7		7		5		152
255	Gravel		Southgate Rd 10 Gravel	7		5		7		153
256	Gravel		Southgate Rd 10 Gravel	5		5		6		154
263	Gravel		Southgate Rd 10 Gravel	5		5		5		155
233	Gravel		Southgate Rd 10 Gravel	7		7		6		156
234	Gravel		Southgate Rd 10 Gravel	6		6		7		157
105	Paved	57.63	Southgate Rd 10	6		6		6		158
115	Paved	57.63	Southgate Rd 10	6		6		6		159
220	Gravel		Southgate Rd 10 Gravel	7		7		6		160
269	Gravel		Southgate Rd 10 Gravel	3		5		5	seasonal	161
238	Gravel		Southgate Rd 10 Gravel	6		6		7		162
209	Gravel		Southgate Rd 10 Gravel	7		7		8		163
218	Gravel		Southgate Rd 12 Gravel	5		6		4		164
428	Gravel		Southgate Rd 12 Gravel	5		5		7		165
271	Gravel		Southgate Rd 12 Gravel (2019 const)	8		4		5		166
251	Gravel		Southgate Rd 12 Gravel	3		3		5		167
224	Gravel		Southgate Rd 12 Gravel	5		5		6		168
239	Gravel		Southgate Rd 12 Gravel	6		6		5		169
148	Paved	37.34	Southgate Rd 12	4		4		5		170
386	Paved	71.91	Southgate Rd 12	6		6		7		171
72	Paved	57.63	Southgate Rd 12	6		6		6		172
377	Paved	55.22	Southgate Rd 12	5		6		8		173
178	Paved	42.43	Southgate Rd 12	5		7		6		174
253	Gravel		Southgate Rd 12 Gravel	5		5		7		175
103	Gravel		Southgate Rd 12 Gravel	5		5		6		176
104	Gravel		Southgate Rd 12 Gravel	7		7		6		177
219	Gravel		Southgate Rd 12 Gravel	5		7		8		178
211	Gravel		Southgate Rd 12 Gravel	6		6		8		179
144	Paved	92.30	Southgate Rd 14 paved 2013	8		9		6		180
145	Paved	37.34	Southgate Rd 14	4		5		7		181
146	SurfTrmt	37.34	Southgate Rd 14	4		7		6		182
360	SurfTrmt	48.33	Southgate Rd 14	5		5		6		183
240	Gravel		Southgate Rd 14 Gravel	6		6		6		184
216	Paved	37.34	Southgate Rd 14	4		6		6		185
213	SurfTrmt	37.34	Southgate Rd 14	4		6		6		186
301	Gravel		Southgate Rd 14 Gravel	5		5		7		187
302	Gravel		Southgate Rd 14 Gravel	5		5		6		188
100	Gravel		Southgate Rd 14 Gravel	6		6		7		189
388	Paved	22.35	Southgate Rd 14	3		5		7		190
217	Gravel		Southgate Rd 14 Gravel	6		6		5		191
242	Gravel		Southgate Rd 14 Gravel	6		7		7		192
272	Gravel		Southgate Rd 14 Gravel	7		7		7		193
448	Gravel		Southgate Rd 14 Gravel	6		6		7		194
449	Gravel		Southgate Rd 14 Gravel	5		5		5		195
179	SurfTrmt	48.33	Southgate Rd 14	5		5		7		196
465	Gravel		Southgate Rd 22 Gravel (2020 paved)	7		7		6		197
246	Gravel		Southgate Rd 22 Gravel (2020 paved)	6		6		6		198
164	Paved	50.20	Southgate Rd 22	5		6		6		199
166	SurfTrmt	46.48	Southgate Rd 22	5		7		6		200



	HISTORICAL COMPARISON OF ROAD CONDITION RATINGS					SOUTHGATE				
		2019		CONDITION RATING						
I.D.	Category	PCI	Description	2019		2014		2007	comments	Count
76	Paved	48.19	Southgate Rd 22	4		5		6		201
351	SurfTrmt	64.26	Southgate Rd 22	6		7		6		202
352	Paved	55.22	Southgate Rd 22	5		5		7		203
305	Gravel		Southgate Rd 22 Gravel	7		7		5		204
298	Gravel		Southgate Rd 22 Gravel	5		6		5		205
181	Paved	60.24	Southgate Rd 22	5		6		6		206
303	Gravel		Southgate Rd 22 Gravel	5		5		6		207
431	Gravel		Southgate Rd 22 Gravel	4		4		6		208
551	Gravel		Southgate Rd 22 Gravel	7		7		5		209
554	Gravel		Southgate Rd 22 Gravel	5		5		6		210
555	Gravel		Southgate Rd 22 Gravel	5		5		6		211
556	Gravel		Southgate Rd 22 Gravel	6		6		6		212
403	Paved	48.19	Southgate Rd 22	4		4		7		213
550	Paved	60.24	Southgate Rd 22	6		6		5		214
602	Paved	60.24	Southgate Rd 22	6		6		5		215
88	Gravel		Southgate Rd 22 Gravel	7	constr. by resident near Hwy.10					216
89	Gravel		Southgate Rd 22 Gravel	7		7		5		217
90	Gravel		Southgate Rd 22 Gravel	6		6		8		218
531	Gravel		Southgate Rd 24 Gravel	7		7		5		219
278	SurfTrmt	85.87	Southgate Rd 24 (trmt. done 2012)	7		8		7		220
280	SurfTrmt	85.87	Southgate Rd 24 (trmt. done 2012)	7		8		7		221
180	Paved	100.00	Southgate Rd 24 paved in 2019	10		4		7		222
165	SurfTrmt	100.00	Southgate Rd 24 paved in 2019	10		5		7		223
160	Paved	37.34	Southgate Rd 24	4		5		6		224
532	Paved	43.69	Southgate Rd 24	4		6		5		225
566	Gravel		Southgate Rd 24 Gravel	7		7		5		226
567	Gravel		Southgate Rd 24 Gravel	6		6		7		227
404	SurfTrmt	55.22	Southgate Rd 24	5		6		7		228
355	SurfTrmt	48.33	Southgate Rd 24	5		6		7		229
294	Gravel		Southgate Rd 24 Gravel	7		7		6		230
295	Gravel		Southgate Rd 24 Gravel	6		6		7		231
311	Gravel		Southgate Rd 24 Gravel	6		6		7		232
402	SurfTrmt	75.13	Southgate Rd 24	7		8		7		233
353	Paved	48.33	Southgate Rd 24	5		6		7		234
565	Paved	92.30	Southgate Rd 24	8		7		8		235
568	Paved	92.30	Southgate Rd 24	8		8		8		236
161	Paved	100.00	Southgate Rd 26 (paved 2015)	10		3		7		237
395	SurfTrmt	66.00	Southgate Sd 26	7		7		7		238
460	SurfTrmt	57.63	Southgate Rd 26	6		6		7		239
451	Gravel		Southgate Rd 26 Gravel	5		5		7		240
453	Gravel		Southgate Rd 26 Gravel	4		5		6		241
454	Paved	73.29	Southgate Rd 26	7		5		6		242
456	Paved	73.29	Southgate Rd 26	6		6		5		243
457	SurfTrmt	57.63	Southgate Rd 26	6		6		7		244
288	Gravel		Southgate Rd 26 Gravel	6		6		6		245
314	Gravel		Southgate Rd 26 Gravel	4		6		5		246
439	Paved	81.57	Southgate Rd 26	7		7		8		247
547	SurfTrmt	81.57	Southgate Rd 26	5		6		7		248
546	Gravel		Southgate Rd 26 Gravel	6		6		7		249
281	Gravel		Southgate Rd 26 Gravel	6		6		7		250
436	Gravel		Southgate Rd 26 Gravel	6		6		6		251
282	Gravel		Southgate Rd 26 Gravel	6		6		7		252

HISTORICAL COMPARISON OF ROAD CONDITION RATINGS					SOUTHGATE				
		2019		CONDITION RATING					
I.D.	Category	PCI	Description	2019	2014	2007	comments	Count	
121	Paved	55.22	Southgate Rd 26	5	5	7		253	
452	Earth		Southgate Sd 03 Earth, unopened	5	5	5		254	
337	Paved	57.63	Southgate Sd 03	6	6	8		255	
338	Paved	57.63	Southgate Sd 03	6	6	8		256	
339	Paved	73.29	Southgate Sd 03	7	7	8		257	
469	Paved	57.63	Southgate Sd 03	6	6	8		258	
470	Paved	73.29	Southgate Sd 03	7	7	8		259	
204	Earth		Southgate Sd 07 Earth	5	5	5	seasonal	260	
212	Gravel		Southgate Sd 07 Gravel	5	5	6	seasonal	261	
214	Gravel		Southgate Sd 07 Gravel	5	5	4	seasonal	262	
215	Gravel		Southgate Sd 07 Gravel	5	5	4	seasonal	263	
434	Paved	48.33	Southgate Sd 07	5	5	7		264	
77	Paved	100.00	Southgate Sd 07 paved in 2017	10	4	7		265	
78	Paved	55.22	Southgate Sd 07	5	6	7		266	
205	Gravel		Southgate Sd 07 Gravel	7	7	8		267	
208	Gravel		Southgate Sd 07 Gravel	6	6	8		268	
345	SurfTrmt	57.63	Southgate Sd 11 Surface	6	6	5		269	
343	SurfTrmt	48.33	Southgate Sd 11 Surface	5	5	5		270	
176	Gravel		Southgate Sd 13 Gravel	7	7	6		271	
198	Gravel		Southgate Sd 13 Gravel	6	6	8		272	
199	Gravel		Southgate Sd 13 Gravel	7	7	8		273	
200	Gravel		Southgate Sd 13 Gravel	6	6	7		274	
201	Gravel		Southgate Sd 13 Gravel	7	7	8		275	
202	Gravel		Southgate Sd 13 Gravel	7	7	8		276	
283	Gravel		Southgate Sd 13 Gravel	6	6	7		277	
290	Gravel		Southgate Sd 13 Gravel	6	6	7		278	
140	Paved	64.26	Southgate Sd 15	6	6	5		279	
141	Paved	89.94	Southgate Sd 15 paved 2013	7	9	6		280	
142	Paved	43.69	Southgate Sd 15	4	5	5		281	
517	Paved	100.00	Southgate Sd 15 paved 2016	9	4	5		282	
182	Paved	100.00	Southgate Sd 15 paved 2017	10	4	6		283	
143	Paved	100.00	Southgate Sd 15 paved 2018	9	4	6		284	
138	Paved	57.63	Southgate Sd 15	6	8	8		285	
518	Paved	66.00	Southgate Sd 15	7	7	8		286	
437	Gravel		Southgate Sd 15 Gravel	6	6	7		287	
520	Earth		Southgate Sd 19 Earth	5	5	5		288	
101	Gravel		Southgate Sd 19 Gravel	7	7	6		289	
102	Gravel		Southgate Sd 19 Gravel	6	6	5		290	
108	Gravel		Southgate Sd 19 Gravel	5	5	5	seasonal	291	
109	Gravel		Southgate Sd 19 Gravel	5	6	5	seasonal	292	
106	Gravel		Southgate Sd 19 Gravel	5	5	5	seasonal	293	
116	Gravel		Southgate Sd 19 Gravel	7	7	8		294	
117	Gravel		Southgate Sd 19 Gravel	6	6	8		295	
91	Gravel		Southgate Sd 21 Gravel	7	7	6		296	
92	Gravel		Southgate Sd 21 Gravel	6	6	5		297	
93	Gravel		Southgate Sd 21 Gravel	5	6	5	seasonal	298	
94	Gravel		Southgate Sd 21 Gravel	5	6	5	seasonal	299	
95	Gravel		Southgate Sd 21 Gravel	5	6	5		300	

	HISTORICAL COMPARISON OF ROAD CONDITION RATINGS				SOUTHGATE					
		2019		CONDITION RATING						
I.D.	Category	PCI	Description	2019		2014		2007	comments	Count
265	Gravel		Southgate Sd 33 Gravel	5		5		6	agric. Road	301
371	Paved	57.63	Southgate Sd 39	6		6		6		302
318	Gravel		Southgate Sd 39-Gravel	5		6		5		303
557	SurfTrmt	92.30	Southgate Sd 39 (2017 micro-surf)	8		8		7		304
558	Paved	92.30	Southgate Sd 39	8		8		5		305
559	Paved	92.30	Southgate Sd 39	8		7		7		306
560	Paved	100.00	Southgate Sd 39 (paved in 2019)	10		4		6		307
599	Paved	64.26	Southgate Sd 41	6		6		8		308
310	Gravel		Southgate Sd 41 Gravel	5		5		4		309
315	Gravel		Southgate Sd 41 Gravel	7		7		5		310
300	Gravel		Southgate Sd 41 Gravel	5		5		5	seasonal	311
430	Gravel		Southgate Sd 41 Gravel	7		7		6		312
316	Gravel		Southgate Sd 41 Gravel	6		6		5		313
299	Gravel		Southgate Sd 41 Gravel	7		5		6		314
378	Paved	64.26	Southgate Sd 41	6		6		8		315
379	Paved	64.26	Southgate Sd 41	6		6		8		316
380	Paved	64.26	Southgate Sd 41	6		6		5		317
381	Paved	64.26	Southgate Sd 41	6		6		5		318
382	Paved	64.26	Southgate Sd 41	6		6		8		319
384	Paved	64.26	Southgate Sd 41	6		6		8		320
611	Paved	64.26	Southgate Sd 41	6		6		5		321
618	Paved	64.26	Southgate Sd 41	6		6		5		322
487	Gravel		Southgate Sd 41 Gravel	5		5		6		323
586	Gravel		Southgate Sd 41 Gravel	6		4		8		324
587	Paved	64.26	Southgate Sd 41	6		6		8		325
257	Gravel		Southgate Sd 47 Gravel	5		5		5		326
254	Gravel		Southgate Sd 47 Gravel	4		4		4		327
273	Gravel		Southgate Sd 47 Gravel	7		7		5		328
260	Gravel		Southgate Sd 47 Gravel	5		6		5	seasonal	329
432	Gravel		Southgate Sd 47 Gravel	5		5		6		330
274	Gravel		Southgate Sd 47 Gravel	6		6		6		331
296	Gravel		Southgate Sd 47 Gravel	5		5		6		332
297	Gravel		Southgate Sd 47 Gravel	5		5		5		333
252	Gravel		Southgate Sd 47 Gravel	5		5		4	seasonal	334
500	Gravel		Southgate Sd 47 Gravel	5		5		5	seasonal	335
496	SurfTrmt	37.34	Southgate Sd 49	4		6		7		336
331	Paved	81.57	Southgate Sd 49	7		7		8		337
330	Paved	64.26	Southgate Sd 49	6		9		8		338
329	Paved	64.26	Southgate Sd 49	6		8		8		339
328	Paved	64.26	Southgate Sd 49	6		8		8		340
327	SurfTrmt	81.57	Southgate Sd 49	7		6		7		341
458	Paved	49.21	Southgate Sd 49	6		6		6		342
459	Paved	49.21	Southgate Sd 49	6		6		6		343
367	Paved	49.21	Southgate Sd 49	6		4		8		344
368	SurfTrmt	49.21	Southgate Sd 49	6		6		8		345
433	Gravel		Southgate Sd 49 Gravel	5		5		5		346
495	Gravel		Southgate Sd 55 Gravel	5		7		3		347
230	Gravel		Southgate Sd 55 Gravel	4		4		6	low volume	348
235	Gravel		Southgate Sd 55 Gravel	5		5		4	seasonal	349
					consultant recommends closure of s.235					
249	Gravel		Southgate Sd 55 Gravel	5		5		5	seasonal	350

	HISTORICAL COMPARISON OF ROAD CONDITION RATINGS				SOUTHGATE					
		2019		CONDITION RATING						
I.D.	Category	PCI	Description	2019		2014		2007	comments	Count
250	Gravel		Southgate Sd 55 Gravel	7		7		6		351
501	Gravel		Southgate Sd 57 Gravel	7		5		7		352
279	Gravel		Southgate Sd 57 Gravel	5		5		5	seasonal	353
243	Gravel		Southgate Sd 57 Gravel	5		5		5		354
289	Gravel		Southgate Sd 57 Gravel	3		3		5	in Cap Plan	355
247	Gravel		Southgate Sd 57 Gravel	5		5		5	seasonal	356
248	Gravel		Southgate Sd 57 Gravel	5		5		5	seasonal	357
225	Gravel		Southgate Sd 57 Gravel	5		5		5	seasonal	358
226	Gravel		Southgate Sd 57 Gravel	5		6		5		359
227	Gravel		Southgate Sd 57 Gravel	4		4		3		360
228	Gravel		Southgate Sd 57 Gravel	7		7		7		361
571	Earth		Southgate Sd 61 Earth	5		5		5	low volume	362
245	Gravel		Southgate Sd 61 Gravel	5		5		5		363
287	Gravel		Southgate Sd 61 Gravel	5		5		6		364
277	Gravel		Southgate Sd 61 Gravel	5		6		5		365
241	Gravel		Southgate Sd 61 Gravel	5		5		5	seasonal	366
572	Gravel		Southgate Sd 61 Gravel	6		6		6		367
222	Gravel		Southgate Sd 61 Gravel	5		5		5	seasonal	368
244	Gravel		Southgate Sd 61 Gravel	5		6		7		369
446	Gravel		Southgate Sd 61 Gravel	6		6		5		370
485	Gravel		Southgate Sd 61 Gravel	6		6		6	seasonal	371
150	SurfTrmt	37.34	Southgate Sd 71	4		4		5		372
99	SurfTrmt	37.34	Southgate Sd 71	4		4		6		373
152	Paved	48.33	Southgate Sd 71	5		6		7		374
440	SurfTrmt	55.77	Southgate Sd 71	5		8		7		375
472	Paved	55.77	Southgate Sd 71	5		7		7		376
162	SurfTrmt	60.24	Southgate Sd 71	5		7		7		377
163	Paved	64.26	Southgate Sd 71	6		6		7		378
87	Paved	48.33	Southgate Sd 73	5		6		8		379
122	Paved	64.26	Southgate Sd 75	6		6		7		380
123	Paved	64.26	Southgate Sd 75	6		6		8		381
570	Earth		Southgate-Glenelg Townline Earth	unopened		5		5		382
291	Earth		Southgate-Glenelg Townline Earth	5		5		5	seasonal	383
443	Gravel		Southgate-Glenelg Townline Gravel	5		5		5		384
321	Gravel		Southgate-Glenelg Townline Gravel	9		10		7	West Grey	385
393	Gravel		Southgate-Glenelg Townline Gravel	6		5		5		386
392	Gravel		Southgate-Glenelg Townline Gravel	9		10		7	West Grey	387
548	Earth		Southgate-Glenelg Townline Earth	5		5		5	seasonal	388
549	Gravel		Southgate-Glenelg Townline Gravel	6		6		5	West Grey	389
569	Gravel		Southgate-Glenelg Townline Gravel	unopened		5		5		390
522	Gravel		Southgate-Melancthon Townline	6		6		5		391
523	Gravel		Southgate-Melancthon Townline	6		6		5	Melancthon	392
524	Gravel		Southgate-Melancthon Townline	6		6		5	Melancthon	393
111	Gravel		Southgate-Melancthon Townline	5		5		4	Melancthon	394
112	Gravel		Southgate-Melancthon Townline	5		5		4		395
429	Gravel		Southgate-Melancthon Townline	6		6		7		396
617	Paved	81.57	Sparrberry Road	7		7		5		397
474	Paved	52.59	Toronto Street	4		6		6		398

HISTORICAL COMPARISON OF ROAD CONDITION RATINGS				SOUTHGATE				
		2019		CONDITION RATING				
I.D.	Category	PCI	Description	2019	2014	2007	comments	Count
3	Paved	92.30	Toronto Street	8	8	8		399
31	Paved	92.30	Toronto Street	8	8	8		400
407	Paved	92.30	Toronto Street	8	8	8		401
614	Paved	81.57	Uncle Tom Circle	7	7	5		402
615	Paved	81.57	Uncle Tom Circle	7	7	5		403
616	Paved	81.57	Uncle Tom Circle	7	7	5		404
545	Paved	73.29	Victoria St E	7	9	6		405
544	Paved	92.30	Victoria St E	8	8	7		406
14	Paved	81.57	Victoria St E	7	8	7		407
18	Paved	71.91	Victoria St E	6	8	8		408
30	Paved	63.33	Victoria St E	5	6	8		409
45	Paved	81.57	Victoria St E	7	8	8		410
38	Paved	92.30	Victoria St W	8	9	6		411
33	Paved	63.33	Victoria St W	5	8	6		412
410	Paved	52.59	Victoria St W	4	8	5		413
591	Paved	63.33	Victoria St W	5	5	5		414
36	Paved	63.33	Victoria St W	5	5	7		415
461	Paved	57.63	Watra Road	6	7	7		416
462	Paved	92.30	Wellington Street	8	8	8		417
486	Paved	73.29	Wellington Street E	7				418
313	Gravel		Wilder Lake Road Gravel	4	4	5		419
562	Paved	100.00	Wilder Lake Road paved 2020	4	4	5		420
317	Paved	100.00	Wilder Lake Road paved 2020	5	5	6		421
561	Paved	64.26	Wilder Lake Road	6	7	6		422
391	Paved	64.26	Wilder Lake Road	6	7	6		423
23	Paved	85.87	Wilson Crescent	8	8	7		424
10	Paved	64.26	Young Street reconstruct. 2012	6	10	5		425
8	Paved	99.82	Young Street	9	6	6		426
25	Paved	99.82	Young Street	9	6	6		427
408	Paved	99.82	Young Street	9	7	8		428
Road Sections with work scheduled in 2021-2030 Capital Plan								
	Section	scheduled year						
Road 4	344	2021						
Road 4	346	2021						
Sdrd 49	496	2021						
Road 14	213	2022						
Road 14	216	2022						
Road 24	160	2024						
Sdrd 71	99	2022						
Sdrd 71	150	2022						
Sdrd 71	152	2024						
Road 4	595	2026						
Ida St. S.	466, 621	2025						
Road 22	76	2022						
Road 26	281							
Sdrd 57	289							
Sdrd 21	93							

SOUTHGATE STRUCTURES BY ROAD LOCATION, with Recent Trends in BCI									
B= Bridge		I.D.	B C I measure, by year of OSIM Inspection					Span	Keystone
C= Culvert		No.	2015	2016	2017	2018	2019	2020	I.D.
C	Sligo Road	S105		n/a		69.90		69.90	BR07076
C	Feairs Drive	S128	56.08		47.70		49.40		BR07140
C	Eco Parkway, east of Ida	S129		74.76		74.80		74.80	BR07145
B	Road 4	S017	71.33		69.90		73.40		BR07039
B	Road 4	S114		61.43		61.30		59.90	BR07129
C	Road 4	S115		73.51		73.50		73.30	BR07128
C	Road 4	S117		67.87		68.30		67.60	BR07127
C	Road 4 (replaced in 2019)	S118		26.34		27.40		98.10	BR07156
C	Road 4	S121	68.05		67.40		67.70		BR07037
B	Road 8	S002	74.19		73.20		72.90		BR07014
C	Road 8	S016	58.97		56.80		56.20		BR07040
C	Road 8	S102		74.38		73.90		74.10	BR07125
B	Road 8	S103		72.33		72.40		72.30	BR07103
C	Road 8	S112		56.49		56.50		56.10	BR07102
B	Road 8	S113		65.68		65.50		64.50	BR07101
C	Road 8	S120		75.00		75.00		74.80	BR07123
B	Road 10	S004	71.71		70.50		68.40		BR07016
C	Road 10	S005	75.00		75.00		75.00		BR07149
B	Road 10	S015	73.66		73.50		73.60		BR07018
C	Road 10	S019	72.24		73.00		73.20		BR07033
B	Road 10 (built in 2016)	S020	45.33		100.00		88.90		BR07034
C	Road 10	S100		70.63		68.40		64.60	BR07121
B	Road 10	S106		73.11		72.30		70.10	BR07130
C	Road 10	S122		74.64		71.70		71.70	BR07139
C	Road 10	S124	69.48		68.90		68.70		BR07017
B	Road 12	S007	70.48		69.90		66.20		BR07009
B	Road 12	S008	74.56		74.00		73.90		BR07022
B	Road 12	S009	57.44		53.70		58.30		BR07021
B	Road 12	S012	74.07		74.00		73.60		BR07020
B	Road 12	S013	74.63		74.20		74.10		BR07005
B	Road 12	S022	63.80		62.30		64.50		BR07031
C	Road 12 (replaced in 2015)	S023	99.64		97.60		95.80		BR07146
C	Road 12	S093		73.58		71.80		72.40	BR07107
C	Road 12	S094		74.38		73.60		71.30	BR07108
C	Road 12	S095		74.89		74.20		71.50	BR07109
C	Road 12 (replaced in 2011)	S096		93.66		91.60		90.10	BR07110
C	Road 12	S097		40.52		34.80		23.70	BR07111
C	Road 12	S098		31.25		34.70		20.60	BR07112
C	Road 14	S025	71.67		71.50		71.30		BR07030
C	Road 14	S026	61.17		66.30		66.40		BR07028
C	Road 14 (replaced in 2015)	S027	100.00		97.40		94.90		BR07027

SOUTHGATE STRUCTURES BY ROAD LOCATION, with Recent Trends in BCI									
B= Bridge		I.D.	B C I measure, by year of OSIM Inspection					Span	Keystone
C= Culvert		No.	2015	2016	2017	2018	2019	2020	I.D.
C	Road 14	S029	50.38		53.50		58.50		BR07026
C	Road 14 (replaced in 2020)	S031	35.65		30.30		29.90		BR07025
C	Road 14	S032	74.96		59.00		59.10		BR07023
C	Road 14	S034	63.76		51.10		46.90		BR07012
B	Road 14	S077		63.72		64.50		60.60	BR07113
B	Road 14	S079		57.97		58.70		52.90	BR07115
B	Road 14	S080		58.81		61.00		56.00	BR07116
B	Road 14	S081		50.38		53.70		48.90	BR07117
B	Road 14	S085		51.68		49.90		46.50	BR07118
C	Road 14	S125	45.03		41.10		39.10		BR07024
C	Road 22	S069		70.89		71.30		67.20	BR07082
C	Road 22	S071		41.22		41.10		43.10	BR07075
C	Road 22	S073		45.27		48.40		49.30	BR07074
C	Road 24	S037	66.46		62.20		62.10		BR07044
C	Road 24 (replaced in 2017)	S038	26.54		100.00		97.50		BR07154
C	Road 24	S048	73.08		72.30		73.50		BR07055
C	Road 24	S049	72.22		72.20		75.70		BR07054
C	Road 24	S054	74.34		74.00		74.00		BR07052
C	Road 24	S055	51.06		50.90		51.00		BR07150
C	Road 24	S056	71.60		69.30		66.70		BR07151
C	Road 24	S068		72.51		71.20		70.40	BR07081
C	Road 24	S127	66.79		66.80		70.50		BR07143
C	Road 26	S041	73.93		71.80		68.40		BR07046
C	Road 26	S042	75.00		75.00		73.90		BR07047
C	Road 26	S051	57.14		49.00		54.10		BR07064
B	Road 26 (built 2009)	S052	91.88		84.40		81.20		BR07065
B	Road 26 (built 2008)	S053	80.46		78.40		84.80		BR07066
C	Road 26	S058	45.62		37.80		42.60		BR07067
B	Road 26	S060	74.63		73.80		72.30		BR07068
C	Road 26 (rebuilt 2009)	S061		89.03		86.50		84.30	BR07071
C	Road 26	S062		74.00		73.90		72.70	BR07073
C	Road 26 (rebuilt 2013)	S063		86.02		85.40		85.40	BR07072
C	Road 26	S064		67.77		66.30		61.20	BR07080
C	Road 26	S065		62.71		62.50		63.30	BR07079
B	Sideroad 7	S021	65.97		65.10		71.10		BR07036
C	Sideroad 7	S024	70.51		67.60		66.50		BR07029
C	Sideroad 7 (replaced 2016)	S057		100.00	98.80	97.60	96.50	95.40	BR07062
B	Sideroad 7 (rehabil 2016)	S059	72.58		76.10		75.30		BR07063
C	Sideroad 11	S018	74.77		74.60		74.10		BR07041
B	Sideroad 13 (replaced in 2014)	S014	100.00		91.40		82.70		BR07019
C	Sideroad 13	S028	74.64		74.60		74.60		BR07004
B	Sideroad 13 (rebuilt 2007)	S050	98.36		86.00		83.00		BR07060

# **SOUTHGATE STRUCTURES BY ROAD LOCATION, with Recent Trends in BCI**

B= Bridge C= Culvert	I.D.	B C I measure, by year of OSIM Inspection						Span Length	Keystone I.D.
		No.	2015	2016	2017	2018	2019	2020	
B	Sideroad 15	S010	69.63		68.20		69.40		12.2 m BR07007
C	Sideroad 15	S011	74.98		74.60		74.50		3.5, 3.5 BR07006
C	Sideroad 15	S030	71.13		71.60		72.00		4.35 m BR07008
C	Sideroad 19 (rehabil 2015)	S003	99.35		92.40		89.40		2.2 m BR07141
B	Sideroad 21	S006	67.58		67.60		65.40		4.2 m BR07010
B	Sideroad 21	S033	41.06		38.60		33.80		6.1 m BR07011
C	Sideroad 21	S040	73.49		72.20		72.60		3.7 m BR07050
B	Sideroad 41	S084		57.49		57.50		58.00	8.0 m BR07136
B	Sideroad 41	S086		74.12		73.80		72.80	15.3 m BR07134
B	Sideroad 41	S104		71.51		71.30		70.60	9.25 m BR07132
B	Sideroad 47	S070		74.81		74.80		69.10	7.7 m BR07085
B	Sideroad 47	S083		69.68		68.40		68.10	13.7 m BR07086
B	Sideroad 47 (built 1992)	S101		74.82		74.80		74.80	8.1 m BR07087
B	Sideroad 47	S107		52.83		51.70		51.20	22.4 m BR07088
C	Sideroad 49	S066		72.09		71.40		67.10	7.95 m BR07084
C	Sideroad 49	S067		56.73		57.50		60.70	3.7 m BR07083
B	Sideroad 49	S082		74.87		74.80		74.70	10.0 m BR07095
C	Sideroad 49	S099		62.49		62.80		61.30	6.1 m BR07094
C	Sideroad 49	S108		63.13		61.50		58.30	6.1 m BR07089
B	Sideroad 49	S109		74.91		74.90		74.80	32.0 m BR07090
C	Sideroad 49	S110		62.89		63.30		54.00	4.9 m BR07091
C	Sideroad 49	S111		72.23		71.80		66.20	2.75 m BR07092
C	Sideroad 49	S123		74.58		74.20		74.20	1.5, 1.5 BR07093
B	Sideroad 55	S078		74.98		75.00		74.90	8.0 m BR07096
C	Sideroad 57	S072		72.73		72.40		69.50	6.1 m BR07070
C	Sideroad 57	S075		36.67		38.90		39.70	3.1 m BR07097
C	Sideroad 57	S076		68.48		66.80		38.00	3.3, 3.3 BR07099
C	Sideroad 57	S116		57.00		57.10		56.80	3.65 m BR07124
C	Sideroad 61	S074		70.59		71.30		69.10	5.0 m BR07069
B	Sideroad 61	S119		50.19		49.10		48.90	25.0 m BR07122
C	Sideroad 71	S036	58.61		58.80		61.70		3.7 m BR07048
C	Sideroad 71	S039	69.45		67.80		67.60		3.0 m BR07045
C	Sideroad 75	S035	71.19		69.40		68.40		6.15 m BR07042
C	Sdrd. 75 (replaced in 2019)	S043	56.55		56.10		98.70		2.2, 2.2 BR07144
C	Sdrd. 75 (replaced in 2019)	S126	65.89		62.40		99.10		2.2, 2.2 BR07155



SOUTHGATE STRUCTURES BY ROAD LOCATION, with Recent Trends in BCI									
B= Bridge	I.D.	B C I measure, by year of OSIM Inspection						Span	Keystone
C= Culvert	No.	2015	2016	2017	2018	2019	2020	Length	I.D.
Scheduled for upgrades per the 2021-2030 Capital Plan							(at time of AMP preparation)		
	S121		S071	2026					
2021	S108		S058	2025					
2021	S109		S034	2028					
2022	S033		S075	2028					
2023	S097		S076						
	S098		S085						
2027	S125		S114	2029					
			S119	2030					



## STRUCTURES by I.D. No.    Recent Trends in BCI

Location	I.D. No.	B C I measure, by year of OSIM Inspection						Span Length	Keystone I.D.
		2015	2016	2017	2018	2019	2020		
Road 8	S002	74.19		73.20		72.90		3.63 m	BR07014
Sideroad 19 (rehabil 2015)	S003	99.35		92.40		89.40		2.2 m	BR07141
Road 10	S004	71.71		70.50		68.40		3.7 m	BR07016
Road 10	S005	75.00		75.00		75.00		3.5 m	BR07149
Sideroad 21	S006	67.58		67.60		65.40		4.2 m	BR07010
Road 12	S007	70.48		69.90		66.20		9.2 m	BR07009
Road 12	S008	74.56		74.00		73.90		12.0 m	BR07022
Road 12	S009	57.44		53.70		58.30		12.2 m	BR07021
Sideroad 15	S010	69.63		68.20		69.40		12.2 m	BR07007
Sideroad 15	S011	74.98		74.60		74.50		3.5, 3.5	BR07006
Road 12	S012	74.07		74.00		73.60		13.6 m	BR07020
Road 12	S013	74.63		74.20		74.10		14.1 m	BR07005
Sideroad 13 (replaced in 2014)	S014	100.00		91.40		82.70		20.0 m	BR07019
Road 10	S015	73.66		73.50		73.60		18.4 m	BR07018
Road 8	S016	58.97		56.80		56.20		3.4 m	BR07040
Road 4	S017	71.33		69.90		73.40		9.25 m	BR07039
Sideroad 11	S018	74.77		74.60		74.10		6.6 m	BR07041
Road 10	S019	72.24		73.00		73.20		6.6, 6.0	BR07033
Road 10 (built in 2016)	S020	45.33		100.00		88.90		22.5 m	BR07034
Sideroad 7	S021	65.97		65.10		71.10		25.9 m	BR07036
Road 12	S022	63.80		62.30		64.50		6.0 m	BR07031
Road 12 (replaced in 2015)	S023	99.64		97.60		95.80		4.4 m	BR07146
Sideroad 7	S024	70.51		67.60		66.50		5.5 m	BR07029
Road 14	S025	71.67		71.50		71.30		3.6 m	BR07030
Road 14	S026	61.17		66.30		66.40		3.3 m	BR07028
Road 14 (replaced in 2015)	S027	100.00		97.40		94.90		3.6 m	BR07027
Sideroad 13	S028	74.64		74.60		74.60		5.5 m	BR07004
Road 14	S029	50.38		53.50		58.50		3.7 m	BR07026
Sideroad 15	S030	71.13		71.60		72.00		4.35 m	BR07008
Road 14	S031	35.65		30.30		29.90		3.5 m	BR07025
(replaced in 2020)	S031							new #	BR07149
Road 14	S032	74.96		59.00		59.10		3.6, 3.6	BR07023
Sideroad 21	S033	41.06		38.60		33.80		6.1 m	BR07011
Road 14	S034	63.76		51.10		46.90		3.7 m	BR07012
Sideroad 75	S035	71.19		69.40		68.40		6.15 m	BR07042
Sideroad 71	S036	58.61		58.80		61.70		3.7 m	BR07048
Road 24	S037	66.46		62.20		62.10		3.7 m	BR07044
Road 24 (replaced in 2017)	S038	26.54		100.00		97.50		3.048 m	BR07154
Sideroad 71	S039	69.45		67.80		67.60		3.0 m	BR07045
Sideroad 21	S040	73.49		72.20		72.60		3.7 m	BR07050
Road 26	S041	73.93		71.80		68.40		3.65 m	BR07046
Road 26	S042	75.00		75.00		73.90		4.2 m	BR07047
Sdrd. 75 (rebuilt in 2019)	S043	56.55		56.10		98.70		2.2, 2.2	BR07144



## STRUCTURES by I.D. No.    Recent Trends in BCI

Location	I.D. No.	B C I measure, by year of OSIM Inspection						Span Length	Keystone I.D.
		2015	2016	2017	2018	2019	2020		
Road 24	S048	73.08		72.30		73.50		3.65 m	BR07055
Road 24	S049	72.22		72.20		75.70		4.05 m	BR07054
Sideroad 13 (rebuilt 2007)	S050	98.36		86.00		83.00		6.0 m	BR07060
Road 26	S051	57.14		49.00		54.10		3.7 m	BR07064
Road 26 (built 2009)	S052	91.88		84.40		81.20		21.0 m	BR07065
Road 26 (built 2008)	S053	80.46		78.40		84.80		7.0 m	BR07066
Road 24	S054	74.34		74.00		74.00		3.3 m	BR07052
Road 24	S055	51.06		50.90		51.00		2.2, 2.2	BR07150
Road 24	S056	71.60		69.30		66.70		3.7 m	BR07151
Sideroad 7 (replaced 2016)	S057		100.00	98.80	97.60	96.50	95.40	4.26 m	BR07062
Road 26	S058	45.62		37.80		42.60		3.6 m	BR07067
Sideroad 7 (rehabil 2016)	S059	72.58		76.10		75.30		32.9 m	BR07063
Road 26	S060	74.63		73.80		72.30		18, 18	BR07068
Road 26 (rebuilt 2009)	S061		89.03		86.50		84.30	6.0 m	BR07071
Road 26	S062		74.00		73.90		72.70	6.2 m	BR07073
Road 26 (rebuilt 2013)	S063		86.02		85.40		85.40	3.6 m	BR07072
Road 26	S064		67.77		66.30		61.20	8.0 m	BR07080
Road 26	S065		62.71		62.50		63.30	5.65 m	BR07079
Sideroad 49	S066		72.09		71.40		67.10	7.95 m	BR07084
Sideroad 49	S067		56.73		57.50		60.70	3.7 m	BR07083
Road 24	S068		72.51		71.20		70.40	8.0 m	BR07081
Road 22	S069		70.89		71.30		67.20	6.7 m	BR07082
Sideroad 47	S070		74.81		74.80		69.10	7.7 m	BR07085
Road 22	S071		41.22		41.10		43.10	5.5 m	BR07075
Sideroad 57	S072		72.73		72.40		69.50	6.1 m	BR07070
Road 22	S073		45.27		48.40		49.30	5.0 m	BR07074
Sideroad 61	S074		70.59		71.30		69.10	5.0 m	BR07069
Sideroad 57	S075		36.67		38.90		39.70	3.1 m	BR07097
Sideroad 57	S076		68.48		66.80		38.00	3.3, 3.3	BR07099
Road 14	S077		63.72		64.50		60.60	9.1 m	BR07113
Sideroad 55	S078		74.98		75.00		74.90	8.0 m	BR07096
Road 14	S079		57.97		58.70		52.90	9.7 m	BR07115
Road 14	S080		58.81		61.00		56.00	9.9 m	BR07116
Road 14	S081		50.38		53.70		48.90	8.9 m	BR07117
Sideroad 49	S082		74.87		74.80		74.70	10.0 m	BR07095
Sideroad 47	S083		69.68		68.40		68.10	13.7 m	BR07086
Sideroad 41	S084		57.49		57.50		58.00	8.0 m	BR07136
Road 14	S085		51.68		49.90		46.50	10.6 m	BR07118
Sideroad 41	S086		74.12		73.80		72.80	15.3 m	BR07134
Road 12	S093		73.58		71.80		72.40	6.1 m	BR07107



## STRUCTURES by I.D. No.    Recent Trends in BCI

Location	I.D. No.	B C I measure, by year of OSIM Inspection						Span	Keystone
		2015	2016	2017	2018	2019	2020	Length	I.D.
Road 12	S094		74.38		73.60		71.30	3.67 m	BR07108
Road 12	S095		74.89		74.20		71.50	3.05 m	BR07109
Road 12 (replaced in 2011)	S096		93.66		91.60		90.10	4.0 m	BR07110
Road 12	S097		40.52		34.80		23.70	3.6 m	BR07111
Road 12	S098		31.25		34.70		20.60	3.6 m	BR07112
Sideroad 49	S099		62.49		62.80		61.30	6.1 m	BR07094
Road 10	S100		70.63		68.40		64.60	4.6 m	BR07121
Sideroad 47 (built 1992)	S101		74.82		74.80		74.80	8.1 m	BR07087
Road 8	S102		74.38		73.90		74.10	3.0 m	BR07125
Road 8	S103		72.33		72.40		72.30	7.95 m	BR07103
Sideroad 41	S104		71.51		71.30		70.60	9.25 m	BR07132
Sligo Road	S105		n/a		69.90		69.90	3.0 m	BR07076
Road 10	S106		73.11		72.30		70.10	4.8 m	BR07130
Sideroad 47	S107		52.83		51.70		51.20	22.4 m	BR07088
Sideroad 49	S108		63.13		61.50		58.30	6.1 m	BR07089
Sideroad 49	S109		74.91		74.90		74.80	32.0 m	BR07090
Sideroad 49	S110		62.89		63.30		54.00	4.9 m	BR07091
Sideroad 49	S111		72.23		71.80		66.20	2.75 m	BR07092
Road 8	S112		56.49		56.50		56.10	4.3 m	BR07102
Road 8	S113		65.68		65.50		64.50	22.3 m	BR07101
Road 4	S114		61.43		61.30		59.90	29.2 m	BR07129
Road 4	S115		73.51		73.50		73.30	4.2 m	BR07128
Sideroad 57	S116		57.00		57.10		56.80	3.65 m	BR07124
Road 4	S117		67.87		68.30		67.60	4.9 m	BR07127
Road 4 (replaced in 2019)	S118		26.34		27.40		98.10	2.35, 2.35	BR07156
Sideroad 61	S119		50.19		49.10		48.90	25.0 m	BR07122
Road 8	S120		75.00		75.00		74.80	6.0 m	BR07123
Road 4	S121	68.05		67.40		67.70		3.9 m	BR07037
Road 10	S122		74.64		71.70		71.70	1.6, 1.6	BR07139
Sideroad 49	S123		74.58		74.20		74.20	1.5, 1.5	BR07093
Road 10	S124	69.48		68.90		68.70		3.05 m	BR07017
Road 14	S125	45.03		41.10		39.10		1.8, 1.8	BR07024
Sdrd. 75 (replaced in 2019)	S126	65.89		62.40		99.10		2.2, 2.2	BR07155
Road 24	S127	66.79		66.80		70.50		2.45 m	BR07143
Feairs Drive	S128	56.08		47.70		49.40		1.7 m	BR07140
Eco Parkway, east of Ida	S129		74.76		74.80		74.80	1.8 m	BR07145
some structures are inspected on odd-numbered years									
remaining structures are inspected on even-numbered years									

## Township of Southgate

REPEATED from 2013 AMP

## WATERMAINS

Asset Number	Label	Description	Acquisition Date	Acquisition Year	Diameter (mm)	Length (m)	Acquisition Cost
						13,499.50	\$ 1,625,631
WA10000	P-31	Water Main - Alice Street	1/1/1960	1960	150	126.00	\$ 5,356
WA10001	P-39	Water Main - Artemesia Street	1/1/1960	1960	100	130.00	\$ 5,526
WA10001A	P-59	Water Main - Artemesia Street	1/1/1960	1960	100	157.50	\$ 6,695
WA10001B	P-60	Water Main - Artemesia Street	1/1/1990	1990	150	98.00	\$ 26,260
WA10001C	P-101	Water Main - Artemesia Street	1/1/1995	1995	150	147.50	\$ 40,066
WA10001D	P-100	Water Main - Artemesia Street	1/1/1995	1995	150	70.00	\$ 19,014
WA10002	P-102	Water Main - Bradley Street	1/1/1960	1960	150	98.50	\$ 4,187
WA10002A	P-71	Water Main - Bradley Street	1/1/1975	1975	150	79.50	\$ 8,655
WA10002B	P-82	Water Main - Bradley Street	1/1/1975	1975	150	103.50	\$ 11,268
WA10003	P-81	Water Main - Doyle Street	1/1/1960	1960	100	178.00	\$ 7,566
WA10004	P-49	Water Main - Dundalk Street	1/1/1960	1960	150	415.00	\$ 17,641
WA10005	P-51	Water Main - Glenelg Street	1/1/1960	1960	100	156.50	\$ 6,652
WA10005A	P-9	Water Main - Glenelg Street	1/1/1989	1989	150	120.00	\$ 31,366
WA10006	P-44	Water Main - Gold Street	1/1/1960	1960	100	98.00	\$ 4,166
WA10006A	P-45	Water Main - Gold Street	1/1/1960	1960	100	206.50	\$ 8,778
WA10007	P-50	Water Main - Grey Street	1/1/1960	1960	150	146.50	\$ 6,227
WA10007A	P-52	Water Main - Grey Street	1/1/1960	1960	150	104.00	\$ 4,421
WA10007B	P-53	Water Main - Grey Street	1/1/1960	1960	150	57.00	\$ 2,423
WA10007C	P-54	Water Main - Grey Street	1/1/1960	1960	150	51.00	\$ 2,168
WA10007D	P-70	Water Main - Grey Street	1/1/1960	1960	150	66.50	\$ 2,827
WA10007E	P-64	Water Main - Grey Street	1/1/1970	1970	100	111.50	\$ 3,727
WA10008	P-135	Water Main - Hagan Street	1/1/1960	1960	150	206.00	\$ 8,757
WA10009	P-83	Water Main - Holland Street	1/1/1960	1960	150	55.50	\$ 2,359
WA10010A	P-11	Water Main - Main Street	1/1/1960	1960	150	243.00	\$ 10,329
WA10010B	P-12	Water Main - Main Street	1/1/1960	1960	150	196.50	\$ 8,353
WA10010C	P-19	Water Main - Main Street	1/1/1960	1960	150	121.50	\$ 5,165
WA10010D	P-18	Water Main - Main Street	1/1/1960	1960	150	109.50	\$ 4,655
WA10010E	P-10	Water Main - Main Street	1/1/1960	1960	150	333.50	\$ 14,176
WA10010F	P-23	Water Main - Main Street	1/1/1960	1960	150	350.00	\$ 14,878
WA10010G	P-21	Water Main - Main Street	1/1/1960	1960	150	147.00	\$ 6,249
WA10010H	P-22	Water Main - Main Street	1/1/1960	1960	150	15.50	\$ 659
WA10010I	P-24	Water Main - Main Street	1/1/1960	1960	150	163.00	\$ 6,929
WA10010J	P-26	Water Main - Main Street	1/1/1960	1960	150	344.50	\$ 14,644
WA10010K	P-20	Water Main - Main Street	1/1/1960	1960	150	196.50	\$ 8,353
WA10010L	P-47	Water Main - Main Street	1/1/1960	1960	150	49.00	\$ 2,083
WA10010M	P-48	Water Main - Main Street	1/1/1960	1960	150	107.50	\$ 4,570
WA10010N	P-117	Water Main - Main Street	1/1/1960	1960	150	112.00	\$ 4,761
WA10010O	P-116	Water Main - Main Street	1/1/1960	1960	150	87.50	\$ 3,719
WA10011	P-99	Water Main - Mill Street	1/1/1960	1960	150	251.50	\$ 6,440
WA10012	P-35	Water Main - Osprey Street	1/1/1960	1960	150	125.50	\$ 5,335
WA10012A	P-66	Water Main - Osprey Street	1/1/1960	1960	150	195.50	\$ 8,310
WA10012B	P-65	Water Main - Osprey Street	1/1/1960	1960	150	211.50	\$ 8,990
WA10012C	P-69	Water Main - Osprey Street	1/1/1960	1960	150	100.50	\$ 4,272
WA10013	P-67	Water Main - Owen Sound Street	1/1/1960	1960	100	66.00	\$ 2,806
WA10013A	P-68	Water Main - Owen Sound Street	1/1/1960	1960	150	145.50	\$ 6,185
WA10013B	P-107	Water Main - Owen Sound Street	1/1/1960	1960	150	74.00	\$ 3,146
WA10013C	P-108	Water Main - Owen Sound Street	1/1/1960	1960	150	56.00	\$ 2,380
WA10014	P-41	Water Main - Proton Street	1/1/1960	1960	100	62.50	\$ 2,657
WA10014A	P-63	Water Main - Proton Street	1/1/1960	1960	150	116.50	\$ 4,952

## Township of Southgate

REPEATED from 2013 AMP

## WATERMAINS

Asset Number	Label	Description	Acquisition Date	Acquisition Year	Diameter (mm)	Length (m)	Acquisition Cost
WA10014B	P-57	Water Main - Proton Street	1/1/1960	1960	150	28.00	\$ 1,190
WA10014C	P-61	Water Main - Proton Street	1/1/1960	1960	150	210.50	\$ 8,948
WA10014D	P-62	Water Main - Proton Street	1/1/1960	1960	150	88.00	\$ 3,741
WA10015	P-37	Water Main - Rowe's Lane	1/1/1960	1960	100	90.00	\$ 3,826
WA10016	P-56	Water Main - Toronto Street	1/1/1960	1960	150	105.00	\$ 3,826
WA10017	P-30	Water Main - Victoria Street	1/1/1960	1960	150	351.50	\$ 14,941
WA10017A	P-34	Water Main - Victoria Street	1/1/1960	1960	150	137.50	\$ 5,845
WA10017B	P-38	Water Main - Victoria Street	1/1/1960	1960	150	15.00	\$ 638
WA10017C	P-40	Water Main -Victoria Street	1/1/1960	1960	150	109.00	\$ 4,633
WA10017D	P-36	Water Main -Victoria Street	1/1/1960	1960	150	75.00	\$ 3,188
WA10017E	P-32	Water Main - Victoria Street	1/1/1960	1960	150	221.00	\$ 9,394
WA10017F	P-86	Water Main - Victoria Street	1/1/1960	1960	150	19.50	\$ 829
WA10017G	P-87	Water Main - Victoria Street	1/1/1960	1960	150	171.50	\$ 7,290
WA10017H	P-104	Water Main - Victoria Street	1/1/1960	1960	150	107.00	\$ 4,548
WA10017I	P-105	Water Main - Victoria Street	1/1/1960	1960	150	86.00	\$ 3,656
WA10017J	P-91	Water Main - Victoria Street	1/1/1960	1960	150	150.00	\$ 6,376
WA10017K	P-125	Water Main - Victoria Street	1/1/1960	1960	150	40.00	\$ 1,700
WA10017L	P-126	Water Main - Victoria Street	1/1/1960	1960	150	55.50	\$ 2,359
WA10017M	P-16	Water Main - Victoria Street	1/1/1960	1960	150	334.00	\$ 5,058
WA10017N	P-125a	Water Main - Victoria Street	1/1/1989	1989			\$ 26,923
WA10017O	P-125b	Water Main - Victoria Street	1/1/1989	1989			\$ 29,275
WA10019A	P-43	Water Main - Young Street	1/1/1960	1960	150	146.50	\$ 6,227
WA10019B	P-134	Water Main - Young Street	1/1/1960	1960	200	72.50	\$ 2,827
WA10020	P-97	Water Main - McDowell Street	1/1/1979	1979	150	53.00	\$ 6,527
WA10020A	P-114	Water Main - McDowell Street	1/1/1979	1979	150	169.00	\$ 20,811
WA10020B	P-113	Water Main - McDowell Street	1/1/1979	1979	150	30.00	\$ 3,694
WA10021	P-74	Water Main - Pine Court	1/1/1975	1975	150	114.00	\$ 12,411
WA10022	P-133	Water Main - Trim Trends Service	1/1/1975	1975	150	8.00	\$ 8,457
WA10023	P-128	Water Main - Well No. 3	1/1/1975	1975	75	36.00	\$ 3,919
WA10023A	P-95	Water Main - Well No. 3	1/1/1975	1975	150	60.00	\$ 6,532
WA10023B	P-94	Water Main - Well No. 3	1/1/1975	1975	150	13.50	\$ 1,470
WA10023C	P-130	Water Main - Well No. 3	1/1/1975	1975	150	126.00	\$ 1,089
WA10023D	P-131	Water Main - Well No. 3	1/1/1975	1975	150	10.00	\$ 1,361
WA10023E	P-132	Water Main - Well No. 3	1/1/1975	1975	150	12.50	\$ 871
WA10023F	P-122	Water Main - Well No. 3	1/1/1975	1975	250	24.50	\$ 2,667
WA10023G	P-120	Water Main - Well No. 3	1/1/1975	1975	250	22.00	\$ 2,737
WA10023H	P-124	Water Main - Well No. 3	1/1/1975	1975	250	14.50	\$ 1,804
WA10023I	P-123	Water Main - Well No. 3	1/1/1975	1975	250	24.00	\$ 2,986
WA10023J	P-110	Water Main - Well No. 3	1/1/1975	1975	250	30.00	\$ 3,733
WA10025	P-98	Water Main - Braemore Street	1/1/1979	1979	150	125.50	\$ 15,455
WA10026	P-33	Water Main - Elm Street	1/1/1979	1979	100	34.00	\$ 4,187
WA10027	P-136	Water Main - Keppel Street	1/1/1979	1979	150	179.50	\$ 22,104
WA10028	P-4	Water Main - Hanbury Street	1/1/1989	1989	150	152.50	\$ 39,862
WA10029	P-5	Water Main - Bell Circle	1/1/1989	1989	150	201.00	\$ 52,539
WA10030	P-73	Water Main - Highpoint Street	1/1/1989	1989	150	81.50	\$ 21,303
WA10030A	P-75	Water Main - Highpoint Street (Stream Crossing)	1/1/1989	1989	150	81.00	\$ 21,172
WA10030B	P-78	Water Main - Highpoint Street	1/1/1989	1989	150	36.50	\$ 9,541
WA10030C	P-79	Water Main - Highpoint Street	1/1/1989	1989	150	82.00	\$ 21,434
WA10031	P-2	Water Main - Ida Street	1/1/1989	1989	150	124.50	\$ 32,543
WA10031A	P-3	Water Main - Ida Street	1/1/1989	1989	150	148.50	\$ 38,816

## Township of Southgate

REPEATED from 2013 AMP

## WATERMAINS

Asset Number	Label	Description	Acquisition Date	Acquisition Year	Diameter (mm)	Length (m)	Acquisition Cost
WA10031B	P-7	Water Main - Ida Street	1/1/1989	1989	150	38.50	\$ 10,063
WA10031C	P-8	Water Main - Ida Street	1/1/1989	1989	150	583.50	\$ 152,519
WA10031D		Water Main - Ida Street South To Eco Parkway	12/31/2008	2008			\$ 272,637
WA10032	P-6	Water Main - Morrow Circle	1/1/1989	1989	150	65.00	\$ 16,990
WA10033	P-29	Water Main - Russell Lane	1/1/1989	1989	150	125.50	\$ 32,804
WA10034	P-76	Water Main - Wilson Crescent	1/1/1989	1989	150	184.50	\$ 48,226
WA10034A	P-77	Water Main - Wilson Cresc	1/1/1989	1989	150	106.00	\$ 27,707
WA10035	P-106	Water Main - Nixon Street	1/1/1995	1995	150	91.00	\$ 24,719
WA10037	P-112	Water Main - Braemore West	1/1/2000	2000	150	104.00	\$ 33,027
WA10038		Water Main - Eco Parkway	12/31/2008	2008			\$ 44,287
WA10038		Water Main - Eco Parkway	12/31/2009	2009			\$ 44,287
	P-27	Water Main - Sinclair Street	1993	1993	150	181.00	
	P-28	Water Main - Sheffield Street	1993	1993	150	450.00	
	P-80	Water Main - McGregor Court	1989	1990			

## TOWNSHIP OF SOUTHGATE

## STORM SEWER LISTING

OID	Asset Description	Asset ID	Asset Material	Diameter	Length	
00042ee4-ceb7-43cd-89d5-42beb7dce8aa	Sewerline (Storm)	CO-17	CON	400	93.3	93.3
02e396d4-c94f-4495-b0cf-1146b1110554	Sewerline (Storm)	CO-99	PVC	250	72.5	72.5
08d40412-5f94-4189-b468-9dcefc951ce5	Sewerline (Storm)	CO-79	ASBECEME	200	75	75
08d59e33-347f-4c05-b24a-5852d464b9ee	Sewerline (Storm)	CO-124	ASBECEME	200	76.2	76.2
09196532-3b9d-418e-ade0-2d069b5230bf	Sewerline (Storm)	CO-39	ASBECEME	200	121	121
0ad0aa86-e0f6-450c-bd7e-abccce3368ab	Sewerline (Storm)	CO-55	ASBECEME	200	121.6	121.6
0b8ce3c2-637f-450c-84bf-691ed0d122f1	Sewerline (Storm)	CO-128	ASBECEME	200	31.7	31.7
0ba2ed98-c184-45c5-a00d-dd81d0bfaf45	Sewerline (Storm)	CO-82	ASBECEME	200	134.7	134.7
0bfd1af6-9df7-4b27-98b3-ff4f8ba4ea32	Sewerline (Storm)	CO-130	PVC	200	82	82
0e40e130-fd87-459c-b280-366377423505	Sewerline (Storm)	CO-111	PVC	250	15.8	15.8
0ebffeff-268d-4fc0-9578-1afd12d615f2	Sewerline (Storm)	CO-23	ASBECEME	250	111.9	111.9
0f30c345-9327-41aa-bcd6-40e3e976120e	Sewerline (Storm)	CO-73	ASBECEME	200	110.3	110.3
0fb03a65-d3a0-4a9c-a537-c41bb3edbfd9	Sewerline (Storm)	CO-63	ASBECEME	200	68.9	68.9
10c5de0c-251f-4b69-a986-6fb534acc85a	Sewerline (Storm)	CO-53	ASBECEME	300	97.5	97.5
10ca4a38-f5ff-4dc0-a623-653aa8a7a01e	Sewerline (Storm)	CO-61	ASBECEME	200	149.4	149.4
1313c2da-0c99-4ced-b258-607d9c25d194	Sewerline (Storm)	CO-92	ASBECEME	200	72.2	72.2
14a9683f-fa81-4570-9434-15f9f9f0a589	Sewerline (Storm)	CO-26	ASBECEME	250	121	121
14d1ebf9-a461-4ba3-a677-22edecf3bcab	Sewerline (Storm)	CO-16	CON	600	110.1	110.1
16281923-d73b-4058-9654-4c881140e44a	Sewerline (Storm)	CO-49	ASBECEME	250	91.7	91.7
17a4beb4-9712-4ad5-b94d-268c107de8b5	Sewerline (Storm)	CO-20	CON	350	93	93
1935c953-266d-4435-851e-491360deccf0	Sewerline (Storm)	CO-103	CON	600	13.3	13.3
1b4087fb-3844-4c21-b0a5-0af1e1a4ca9d	Sewerline (Storm)	CO-25	ASBECEME	200	117	117
1dd03b35-e39f-4045-8c12-74af7057f968	Sewerline (Storm)	CO-64	ASBECEME	250	121.6	2,101.70 121.6
1fe152dc-24ce-4608-84e9-b1b6c32eb897	Sewerline (Storm)	CO-70	ASBECEME	250	82.3	82.3
2117a0e4-b86a-4c33-9bd6-4046b715c49c	Sewerline (Storm)	CO-5	CON	600	99.4	99.4
238ca233-3281-4d2f-a1c2-4ed2a30f72b5	Sewerline (Storm)	CO-34	ASBECEME	250	128	128
2494219b-123c-47cf-9b10-1d35b2ec6b9d	Sewerline (Storm)	CO-51	ASBECEME	250	93.6	93.6
25493edd-b89e-4ce4-8466-96cb842db176	Sewerline (Storm)	CO-119	PVC	200	99.2	99.2
283da965-982d-45a7-bb61-b182a8768dc7	Sewerline (Storm)	CO-42	ASBECEME	200	39.9	39.9
29adf036-ddd0-40bf-b5ed-15a91141757d	Sewerline (Storm)	CO-59	ASBECEME	200	114.9	114.9
2db6d7cb-abf3-4728-be22-3c52358af72a	Sewerline (Storm)	CO-68	ASBECEME	200	100	100
308c137f-474c-40bb-8108-fee033f7e7b2	Sewerline (Storm)	CO-78	ASBECEME	200	107.9	107.9
31872cec-c1d8-40f8-9e4c-82bd63785c89	Sewerline (Storm)	CO-141	ASBECEME	250	12.2	12.2
35c4711a-033c-4934-8b5c-d539d6b721fe	Sewerline (Storm)	CO-7	CON	600	102.7	102.7
366afdfc-114b-4d5e-b795-676ce9ce4a81	Sewerline (Storm)	CO-32	ASBECEME	250	107.3	107.3
3c0552b3-8aaa-4404-9919-1fe3d4cbc9f9	Sewerline (Storm)	CO-40	ASBECEME	300	121	121
3c9570a2-6931-43f6-88bc-3cd242dadeea	Sewerline (Storm)	CO-60	ASBECEME	200	111.6	111.6
3da75954-8a40-4460-a206-5417a37a6ada	Sewerline (Storm)	CO-57	ASBECEME	200	93	93
40ac63ef-cea5-478d-93cc-1d8155311ea3	Sewerline (Storm)	CO-134	PVC	200	88.4	88.4
43426dc0-e802-4da0-ad78-0de395453bcc	Sewerline (Storm)	CO-67	ASBECEME	250	113.4	113.4
458e1bc9-b2bd-4931-a794-7f0e54620e16	Sewerline (Storm)	CO-12	CON	500	128	128
48774c77-15a8-4f2f-897d-8658d2203ace	Sewerline (Storm)	CO-114	PVC	200	47.9	47.9
49afda98-a001-4397-8c73-43645316a361	Sewerline (Storm)	CO-18	CON	400	97.5	97.5
49b0753e-5a99-4a28-a214-b75a0402d071	Sewerline (Storm)	CO-21	ASBECEME	300	122.5	122.5
4aa8a063-3f6c-44cc-8345-5da7d4ec68bc	Sewerline (Storm)	CO-52	ASBECEME	300	100	100
4b1c1287-76fb-4859-b856-403550fa512e	Sewerline (Storm)	CO-41	ASBECEME	200	49.1	2,159.80 49.1
52831b8a-c08c-4102-a84b-edeb43cc14d7	Sewerline (Storm)	CO-126	ASBECEME	200	86	86
5292c9e9-eb61-4725-8c49-ca0e98bc5378	Sewerline (Storm)	CO-104	PVC	250	104.2	104.2



## TOWNSHIP OF SOUTHGATE

## STORM SEWER LISTING

OID	Asset Description	Asset ID	Asset Material	Diameter	Length	
5303cf2d-2b8c-4fe2-9763-246ec63fc891	Sewerline (Storm)	CO-65	ASBECEME	250	116.7	116.7
54527d55-8e8d-4e87-a16a-3b5babd41c96	Sewerline (Storm)	CO-121	PVC	200	57.1	57.1
54da512e-57f7-4ae5-a6d1-223e57115c76	Sewerline (Storm)	CO-35	ASBECEME	200	86.6	86.6
55262000-4515-45e3-8fc9-3662c8e43e95	Sewerline (Storm)	CO-69	ASBECEME	250	79.2	79.2
571fdd8-3241-442f-8b3c-c4fc8c2c0073	Sewerline (Storm)	CO-144	ASBECEME	250	97.5	97.5
58d5a4d5-ceb1-47cd-927d-05ec94f6c624	Sewerline (Storm)	CO-132	PVC	200	128.3	128.3
5adf3cf5-2714-42f7-8c40-057462a66c24	Sewerline (Storm)	CO-131	PVC	200	98.5	98.5
5b67c725-4bc8-4b33-af94-c440b44bf52d	Sewerline (Storm)	CO-80	ASBECEME	200	68.3	68.3
5c54f9dd-49e6-4755-9178-4432db64d20b	Sewerline (Storm)	CO-36	ASBECEME	200	72.5	72.5
5ee0e72-490c-4d9f-acb4-50aeebe35966	Sewerline (Storm)	CO-142	ASBECEME	250	71.6	71.6
60ff6f65-e596-4fc4-8179-776e76a98786	Sewerline (Storm)	CO-1	CON	600	94.8	94.8
61bf20f3-bf04-4408-8182-1cc2b3da6cf5	Sewerline (Storm)	CO-11	CON	500	120.1	120.1
66be6df2-1cce-4b19-8418-532151fbd543	Sewerline (Storm)	CO-47	ASBECEME	200	103.3	103.3
68168432-f8b8-44ef-ab95-d2794fd3d09f	Sewerline (Storm)	CO-93	ASBECEME	200	148.4	148.4
68c923f7-8b9f-42e2-8361-7a33320edd4d	Sewerline (Storm)	CO-143	ASBECEME	250	85	85
69f013d2-9c22-47ee-837b-9d367eb8f5ba	Sewerline (Storm)	CO-108	PVC	250	89.9	89.9
708d00de-f1ea-4a1b-8be6-3e55f92737d1	Sewerline (Storm)	CO-105	PVC	250	82.3	82.3
724e4a73-784b-4237-923f-2e4ed4fc3b8f	Sewerline (Storm)	CO-62	ASBECEME	200	79.2	79.2
7276730a-5aa2-4e13-b1b2-4ef95d254701	Sewerline (Storm)	CO-10	CON	600	79.9	79.9
7366e1d9-0342-4a2b-803c-4d36a8712ac7	Sewerline (Storm)	CO-115	PVC	200	109.7	109.7
74120d03-7d39-4504-bb3d-31bd72361d1e	Sewerline (Storm)	CO-117	PVC	200	53.5	53.5
84688118-9500-4c89-a6b1-9367c3b7da0f	Sewerline (Storm)	CO-6	CON	600	104.5	2,217.10 104.5
886b975a-45d4-4205-8d4d-672ccdb26939	Sewerline (Storm)	CO-123	PVC	200	94.1	94.1
889e528a-a9f7-4221-805d-c391e617385c	Sewerline (Storm)	CO-85	ASBECEME	250	113.4	113.4
89cba74c-faf2-428b-89ca-c89ee7ede9d7	Sewerline (Storm)	CO-145	ASBECEME	250	97.5	97.5
8a268a4d-149c-49bc-9069-9cb26b306c99	Sewerline (Storm)	CO-13	CON	500	65.5	65.5
8cca4b91-50a0-475a-a9ba-27c590aacc9c	Sewerline (Storm)	CO-83	ASBECEME	200	113.4	113.4
8cd04682-0bc4-4bbf-921b-ee514880230f	Sewerline (Storm)	CO-140	PVC	200	89.3	89.3
8d3ff0f1-927a-40d6-a413-96ce0a06b20c	Sewerline (Storm)	CO-106	PVC	250	82.3	82.3
91eb8853-1ed5-45a2-96e7-59dbf31e017f	Sewerline (Storm)	CO-56	ASBECEME	150	127.1	127.1
964d7b5f-fc96-4c9f-a071-c71ee18ad9e3	Sewerline (Storm)	CO-136	PVC	200	118	118
96d37a2c-26c5-45cd-8a51-674dced94303	Sewerline (Storm)	CO-15	CON	500	73.5	73.5
9b2474b8-823d-4a9f-aac5-9c863fe5feac	Sewerline (Storm)	CO-54	ASBECEME	200	120.1	120.1
9b883c41-6381-4146-85d5-11a784bc2755	Sewerline (Storm)	CO-77	ASBECEME	200	116.4	116.4
9f6d7b4e-997b-4861-8887-abfd1a46432e	Sewerline (Storm)	CO-66	ASBECEME	250	95.4	95.4
9fad733b-dbf4-4468-9f23-630df7731f3c	Sewerline (Storm)	CO-109	PVC	250	8.5	8.5
a28f0d1e-9ef6-4680-ab2c-ac36a2bf14c6	Sewerline (Storm)	CO-4	CON	600	104.5	104.5
a4ba5704-3f7e-4527-b3d7-9aee1d296e19	Sewerline (Storm)	CO-38	ASBECEME	200	122.5	122.5
a5c3ecfc-aadd-43dc-a0e0-3e57a4794855	Sewerline (Storm)	CO-45	ASBECEME	250	111.9	111.9
a6b623a2-fc6c-454f-8c00-711ec8e0097d	Sewerline (Storm)	CO-27	ASBECEME	250	111.9	111.9
a7023488-51ed-423b-97dc-5af2015a4f59	Sewerline (Storm)	CO-24	ASBECEME	200	121	121
a8958b9a-6aac-4df4-a2d0-09093ccea9cf	Sewerline (Storm)	CO-127	ASBECEME	200	76.2	76.2
aabce4e0-c670-4a50-848c-94eaaa4277da	Sewerline (Storm)	CO-135	PVC	200	37.8	37.8
ab1c1984-273a-47cf-b39a-ae125bf1ed98	Sewerline (Storm)	CO-84	ASBECEME	200	69.8	69.8
acb33e03-505a-44b5-bf2f-1685c44cc1d9	Sewerline (Storm)	CO-120	PVC	200	48.4	48.4
aed9378b-12bf-470e-a7c5-5945d9eccccf	Sewerline (Storm)	CO-50	ASBECEME	250	75.6	2,194.10 75.6
aedab027-2e38-4901-9bf3-5183ea9a6e75	Sewerline (Storm)	CO-125	ASBECEME	200	25.6	25.6
afa50cd3-e818-4d3e-82c2-da43109dfe7b	Sewerline (Storm)	CO-94	ASBECEME	250	121	121

## TOWNSHIP OF SOUTHGATE

## STORM SEWER LISTING

OID	Asset Description	Asset ID	Asset Material	Diameter	Length	
b00b4488-89f1-4eaa-a6a3-5078c0fc20d2	Sewerline (Storm)	CO-90	ASBECOME	200	167.3	167.3
b274ba1e-7847-4621-b69a-d9b8d597e4a3	Sewerline (Storm)	CO-91	ASBECOME	200	12.8	12.8
b5e35246-c901-4bad-bb8f-d3780aa106b8	Sewerline (Storm)	CO-102	CON	600	95.8	95.8
b7068438-d4c1-4a59-9ca1-3606c09f0bdf	Sewerline (Storm)	CO-100	PVC	250	72.8	72.8
bd225854-4c70-4d02-aab4-00b39dfc91f8	Sewerline (Storm)	CO-133	PVC	200	21	21
be62b309-f14f-4207-98c8-58d3a168aec8	Sewerline (Storm)	CO-113	PVC	200	61	61
c0c73a95-7a7a-46ab-8655-b841fdac2d3b	Sewerline (Storm)	CO-118	PVC	200	61.5	61.5
c32fb111-ae17-4b17-9d98-df75d32685e8	Sewerline (Storm)	CO-101	PVC	250	46.6	46.6
c4266b7b-5341-4262-abdf-c85f64483fc9	Sewerline (Storm)	CO-137	ASBECOME	200	36.3	36.3
c467023c-4b59-46af-b6a7-99dc3b01de1e	Sewerline (Storm)	CO-19	CON	350	107.3	107.3
c4c6dfbf-de1a-406c-8277-c916936c209c	Sewerline (Storm)	CO-107	ASBECOME	200	100.6	100.6
c7db4546-9a19-4676-a56d-721c8306a0b9	Sewerline (Storm)	CO-44	ASBECOME	200	42.7	42.7
c8cbc107-d648-46f2-aaaa-177ce7e16cb9	Sewerline (Storm)	CO-138	ASBECOME	200	86	86
caf476a9-eccf-474a-b8de-aaa23f24afe4	Sewerline (Storm)	CO-28	ASBECOME	250	116.4	116.4
cd88ce42-cc28-4688-be89-06af1a77f2dc	Sewerline (Storm)	CO-71	ASBECOME	200	106.1	106.1
d01fec4a-9186-4b68-879c-f35951a072dd	Sewerline (Storm)	CO-146	ASBECOME	250	118.9	118.9
d0de71e6-8b27-4073-a9e6-b7adc9bfb0cf	Sewerline (Storm)	CO-96	ASBECOME	200	54.9	1,454.60 54.9
d806d7c2-e00d-451c-a541-524bf2e4a1fb	Sewerline (Storm)	CO-110	PVC	250	13.1	13.1
d9692dd9-9d54-49b3-a640-dbc150a7b378	Sewerline (Storm)	CO-81	ASBECOME	200	107.3	107.3
d9c5647c-c678-4504-8005-00ae717e4dcf	Sewerline (Storm)	CO-58	ASBECOME	200	101.5	101.5
db9a69f4-679a-4b88-8b39-2a61e8ce9fff	Sewerline (Storm)	CO-3	CON	600	111.9	111.9
dcae8ac7-d31c-4904-b353-b73b08d5a615	Sewerline (Storm)	CO-74	ASBECOME	200	52.7	52.7
e06e6448-23ae-4b84-8069-d82db9b342f5	Sewerline (Storm)	CO-8	CON	600	92.7	92.7
e0bfd4d4-eeca-4c47-9424-6dfa0a225ec6	Sewerline (Storm)	CO-95	ASBECOME	250	126.2	126.2
e0df44dc-5ca6-40f2-b0d8-8c23a463eb42	Sewerline (Storm)	CO-29	ASBECOME	250	111.9	111.9
e326b8df-01c1-4048-8352-3b63be2c5b8b	Sewerline (Storm)	CO-31	ASBECOME	250	106.7	106.7
e3848433-53b1-4f9b-a8de-6bff0b7f48f7	Sewerline (Storm)	CO-116	PVC	200	14.4	14.4
e4c9eee3-bda8-4c72-b5ec-4a40623f7687	Sewerline (Storm)	CO-72	ASBECOME	200	100.3	100.3
e5f04b17-db6b-49b0-a56f-fba18a09a348	Sewerline (Storm)	CO-129	PVC	200	98.8	98.8
e8c63b7c-5ab5-443b-ba53-b084b76eb77d	Sewerline (Storm)	CO-2	CON	600	110.9	110.9
ebb77b97-7781-4c65-9815-b06e5d2d19dd	Sewerline (Storm)	CO-14	CON	500	75	75
f0e1a708-bf9a-4cb5-a994-62fcc9432c4	Sewerline (Storm)	CO-75	ASBECOME	200	57.6	57.6
f2bca13c-88c6-4d0a-b347-099e24642980	Sewerline (Storm)	CO-30	ASBECOME	250	56.7	56.7
f32b52e1-57bc-4178-8f8e-164e7c9cfb67	Sewerline (Storm)	CO-22	ASBECOME	300	121.6	121.6
f6c7c01d-df6d-45fa-bdaa-4d14a90c1a1e	Sewerline (Storm)	CO-139	PVC	200	80.2	80.2
f7a4d55b-4ee5-4ffb-af7d-1ccc319ee45b	Sewerline (Storm)	CO-48	ASBECOME	250	80.2	80.2
faf697a2-d6a3-40c9-b915-a65513f5f293	Sewerline (Storm)	CO-33	ASBECOME	250	117	117
fb1e293b-515d-4a00-81b7-b4b84f0e9041	Sewerline (Storm)	CO-76	ASBECOME	200	15.8	1,752.50 15.8

<b>11,879.80</b>
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## **Staff Report FIN2021-020**

**Title of Report:** FIN2021-020 FCM MAMP Grant Application  
**Department:** Finance  
**Council Date:** June 16, 2021

### **Recommendation:**

**Be it resolved that** Council receive Staff Report FIN2021-020 FCM MAMP Grant Application as information; and

**That** Council approves the amendment of the Federation of Canadian Municipalities Municipal Asset Management Program Grant Application as noted in the report; and

**That** Council directs that staff prepare a Request for Proposals to conduct Building Condition Assessments on all Township buildings.

### **Background:**

The Province of Ontario legislated requirements for all municipalities to “refresh” their existing Asset Management Plans (AMP), but under specific guidelines spelled out in Ont. Reg. 588/17. Among several new guidelines is the requirement for a section of the AMP that deals with Climate Change, for example. The initial version of the AMP is limited to Core Assets, plus a second expanded version of the AMP must follow, that includes all capital assets.

On September 16, 2020, Council passed the following resolution:

**Be it resolved that** Council direct staff to apply for a grant opportunity from the Federation of Canadian Municipalities’ Municipal Asset Management Program for an update to the Asset Management Plan; and

**That** Council commits to conducting the following activities in its proposed project submitted to the Federation of Canadian Municipalities’ Municipal Asset Management Program to advance our asset management program:

1. To update the March 13, 2014 asset management plan for changes in core assets (roads, bridges and culverts, water, wastewater and stormwater management systems); and
2. To identify current levels of service and the cost of maintaining those levels of service for those core assets; and

**That** Council confirms that the 2020 Budget contained \$58,000 toward the costs of this initiative.

On May 12, 2021, Council passed the following resolution:

**Be it resolved that** Council receive Staff Report FIN2021-011 2021 Asset Management Plan as information; and

**That** Council consider for approval the Asset Management Plan as presented, by By-law, on June 2, 2021.

**Staff Comments:**

On September 18, 2020, staff submitted the Federation of Canadian Municipalities (FCM) Municipal Asset Management Program (MAMP) Grant Application. The application consisted mostly of the Asset Co-ordinator's compensation costs (plus some minor amounts for training costs). The MAMP rules state that compensation is an Eligible cost.

In May 2021, FCM began reviewing the application and contacted us to advise the application is unlikely to be approved in its current form. FCM advised that, although some employee compensation may be part of the MAMP application, compensation should be a more minor element, while the majority of the application should consist of non-compensation costs. FCM says there is currently a very brief time made available to hold evaluation of the Southgate MAMP application, for making amendments, before a final approval decision is made. This is time-sensitive.

The initial application was to cover the cost of preparing the Stage 1 AMP update which is now complete. Staff recommends changing the application to link directly to the Stage 2 AMP work that is currently being done, and that would be consistent with MAMP applications of other municipalities, that have previously received grant approval from FCM.

The Asset Management project has moved beyond core assets, and now it is looking at Southgate's buildings. Data on buildings is being compiled now, but almost all available data is generated from internally prepared documents.

Many municipalities have done external reviews of their facilities, for improved asset information, and these are referred to as Building Condition Assessments (BCA's). For example, The Township of Chatsworth (Chatsworth) completed BCAs on their building inventory in 2018. Chatsworth's BCA's are available on their website for public viewing. Reviewing these documents gives the reader a clear idea of the Outcomes from doing a BCA, for a municipality that is comparable to Southgate.

The County of Grey was approved for MAMP funding of \$50,000, in March 2021, to conduct BCAs, and to do energy audits. The FCM Press Release, from the FCM website, dated March 18, 2021 states:

"Grey County will collect data and take inventory of its building assets. These assessments will be used to provide recommended lifecycle activities and determine the associated costs, so the County can create an accurate asset management plan for all building facilities".

Further, there is another link to the need for BCAs, found in Southgate itself. In 2020, Southgate adopted an Energy Management Policy and Plan, which involved its municipal buildings to a large extent (along with a few other assets such as streetlights). The BCA outcomes should link with the actions, both proposed and completed, in the 2020 Energy Plan, and beyond that, the BCA almost certainly would contribute additional ideas and options around energy improvements, since energy part of the mechanical systems would be one of the Components of each building the BCA would examine.

Staff strongly suggest that there is a need for external reviews of the condition of Southgate's buildings, for the purpose of continuing its Stage 2 AMP using information of the quality that was available for roads and structures. The BCA would provide, for buildings, what a Road Needs Study does for roads, and the regular Ontario Structure Inspection Manual (OSIM) review does for structures. BCAs would also provide specific building condition data that would go into the content of the Southgate Capital Plan and future Budgets. Building BCAs would also be used to support Climate Change strategies related energy efficiency, carbon reduction and facility/structural resiliency/sustainability.

The inclusion of BCAs would serve the purpose of how to amend the MAMP application in such a way as to improve the chances for approval by FCM.

It is recommended that Southgate Council proceed with a Request for Proposals (RFP) to complete BCAs for its entire building inventory. There needs to be approval from Council to proceed with an RFP, before being able to include the estimated RFP cost in the amended MAMP application.

Stage 2 of the AMP, now underway, is not due until 2024, however Southgate intends to finalize its Stage 2 AMP by September 2022. If an RFP for BCA consultants is issued and awarded in 2021, the BCA could be completed in the first half of 2022, which would meet the internal timeline. Under the MAMP grant, the project being applied for is to be completed within one year.

In the RFP, it should be specified that Buildings be analyzed BY COMPONENT (electrical, foundation, mechanical systems, roof, building structure, etc.), and the BCA Outcomes include a future Buildings Work-Plan, with cost estimates, for a ten-year timeframe. Similar Outcomes are found in the 2018 Chatsworth BCA, and in the content of Southgate's Road Needs and OSIM studies. This information could then be worked into the Stage 2 AMP and into future Capital Budgets, Energy

Management and Climate Change Action Plans. These BCA requirements will be reflected in the draft RFP brought to Council.

**Financial Implications:**

The 2021 Budget did not anticipate the completion of BCAs in 2021. However, the RFP could be written, approved, released and awarded in 2021, with the work commencing in 2022, or late in 2021.

The amended version of the MAMP grant application will include \$40,000 as a cost estimate for the BCA consultants, plus \$20,000 for a portion of engineering consultants and contract compensation costs of the Asset Coordinator, while working on Stage 2 of the AMP, plus \$12,000 of incidentals such as training course registration fees, office supplies, and general contingency. The BCA consultant estimate is perhaps a bit on the high side, to be cautious. Total Application costs will be \$72,000 and the MAMP program grant limit is 80% of costs, up to a maximum of \$50,000. The \$72,000 cost would equate, at 80%, to the \$50,000 maximum grant.

If initial BCA work started in 2021, the work would extend into 2022 before it was completed. The full funding for the BCA would be included as part of the Southgate 2022 Budget. MAMP grant approval status should be known by the time of preparation of the draft 2022 Budget. Any costs incurred in late 2021 would be carried over to 2022 as unfinanced work-in-progress, and then covered in 2022. This would be consistent with consulting and design costs that have been incurred in 2020 and 2021 towards water and sewer capital projects, that are scheduled for construction in 2022, or later.

**Communications & Community Action Plan Impact:**

This report has been written and presented to Council in accordance with the Southgate Community Action Plan:

Mission Statement Pillars

- Trusted Government
- Economic Prosperity.

Themes:

- Municipal Services
- Public Communications

Core Values:

- Integrity
- Stewardship

**Concluding Comments:**

Asset Management relies heavily upon accurate data, similar to financial record-keeping. BCA data is a commonly used source for solid, defensible support for the content, related to municipal buildings, in asset management plans and municipal capital budgets.

Maintenance of municipal facilities is a key element in providing quality levels of service to residents, as is the maintenance of roads and water systems.

Proper asset management practices for facilities will assist municipal operations and decision-making, and will also encourage municipal efficiency and effectiveness in service delivery.

Staff is recommending that Council approve the amendment of the Federation of Canadian Municipalities Municipal Asset Management Program Grant Application as noted in the report; and that Council directs that staff prepare a Request for Proposals to conduct a BCA on all Township buildings.

Respectfully Submitted,

**Dept. Head:**

***Original Signed By***

Alan Selby, Asset Coordinator and Financial Analyst

**Treasurer:**

***Original Signed By***

William Gott, CPA, CA, Treasurer

**CAO Approval:**

***Original Signed By***

Dave Milliner, CAO

**Township of Southgate**  
**Administration Office**  
185667 Grey Road 9, RR 1  
Dundalk, ON N0C 1B0



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**Fax:** 519-923-9262  
**Web:** [www.southgate.ca](http://www.southgate.ca)

## **Staff Report PW2021-026**

**Title of Report:** PW2021-026 Policy #56 Energy Management Policy and Plan - 2021 Reporting  
**Department:** Public Works  
**Branch:** None  
**Council Date:** June 16, 2021

### **Recommendation:**

**Be it resolved that** Council receive Staff Report PW2021-026 for information; and  
**That** Council approve the updated Policy #56 the Energy Management Policy and Plan and;

**That** Council approve the Energy Management Policy Schedule A and Schedule B Annual report documents for 2019.

### **Background:**

In 2013, as per Ontario Regulation 397/11 made under the Green Energy Act, 2009 the Township submitted the energy consumption and Greenhouse Gas (GHG) emissions for 2011. For the 2014 submission, the Township was required to provide an Energy Management Policy and Plan (EMPP) with the 2012 energy consumption and greenhouse gas emissions for subsequent years. For the 2021 submission, the Township is required to provide an updated Energy Management Policy and Plan with the 2019 energy consumption and greenhouse gas emissions. (Attachment #1)

### **Staff Comments:**

The Public Works Department has updated the EMPP using the Ontario Regulation 397/11 as a guideline to ensure all required information has been included with the EMPP. Future growth and expansion of facilities will impact the EMPP with increase of consumption and emissions due to the likes of new Well D5 coming on-line in 2019. In recognition of implementation of past energy upgrades, staff have changed Policy #56, Section 4: Southgate's Energy Reduction Target from 1.5% to 1% and the 5-year plan to 2025. The EMPP reporting for 2018 has had changes implemented by the Ministry noting that Ontario's emissions factor for electricity has dropped considerably since Broader Public Sector (BPS), Energy Reporting and Conservation Demand Management Plans reporting took effect in 2011. It has dropped from approximately 0.09 kg/kWh in 2011 to 0.03 kg/kWh in 2018.



The Southgate EMPP has some graphs tracking Energy Intensity for public facilities in Energy Kilowatt hour per square foot (ekWh/m2) and monthly minimum, average and maximum temperatures for 2018 & 2019. The Plan also includes Heating Degree Days (HDD) and Cooling Degree Days (CDD) as explained in the EMPP, which for 2019 was a warmer winter and cooler summer than 2018, That would indicate less electricity for Air Conditioning (AC) and Natural Gas (NG) for heating that year.

The report is trending increases for energy usage, consumption and GHG's which can be correlated to Dundalk's residential growth requiring more drinking water to be pumped and more wastewater treated approximately 14% more in 2019.

**Financial Implications:**

Policy #56, Table Section 5-A summarizes the estimated capital costs necessary to meet the targets outlined in the EMPP. The financial impact is offset partially with savings due to a decrease on overall spending for hydro and heating. These estimated savings are also presented in Policy #56, Table Section 5-A. Capital budget projections are also associated with energy management for improvements.

Staff recommend that the Dundalk Depot upgrades and improvements be put on hold with investments until a clearer direction of the future of the building and the Township's operating functionality and use of the building is determined.

**Communications & Community Action Plan Impact:**

Goal 5 - Upgrading our "Hard Services"

**Action 5:**

The residents and businesses of Southgate recognize our linear services - roads, bridges, water, and sewer works, for example - to be a fundamental purpose of municipal government. This infrastructure needs to be serviceable and sustainable so that our businesses and communities can thrive and grow.

**Concluding Comments:**

Staff recommends that Council receive this staff report 2021-026 and approve the revised Policy #56 Energy Management Policy and Plan (EMPP) and that Council approve the Energy Management Policy Schedule A and Schedule B Annual report documents for 2019.

Respectfully Submitted,

**Dept. Head:** **Original Signed By**  
Jim Ellis, Public Works Manager

**Treasurer Approval:** **Original Signed By**  
William Gott, CPA, CA Treasurer

**CAO Approval:** **Original Signed By**  
Dave Milliner, CAO

**Attachments:**

Attachment #1 - Policy #56 Energy Management Policy and Plan update 2021

# **The Corporation of the Township of Southgate**

## **Policy #56**

### **Energy Management Policy and Plan**





# Township of Southgate

## Policy # 56

### Energy Management Policy

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# **Township of Southgate**

## **Policy # 56**

### **Energy Management Policy**

#### **Section 1: Southgate's Declaration of Commitment:**

The Corporation of the Township of Southgate declares commitment to reduce energy consumption and greenhouse gases by ensuring the efficient use of energy that will continue to be a priority within all municipal facilities, by creating policies, generating reports to identify efficiencies and implement energy reduction strategies to provide leadership to the community.

#### **Section 2: Southgate's Vision:**

The Township of Southgate's vision is to be an environmentally sustainable community by striving towards future goals and objectives while providing valuable services to our residents. The Township will express the importance of conserving energy and decreasing the amount of emissions through managing the use of consumption throughout the municipal facilities.

#### **Section 3: Southgate's Goals and Objectives:**

##### **The Township of Southgate has established the following Goals:**

- Periodically audit facilities to ensure that Southgate's vision is being complied with;
- Communicate with Southgate staff the importance of conserving energy and decreasing the GHG Emissions within the municipality;
- Maintain the Township's equipment to provide dependability and security for staff;
- Providing a positive outlook for delivering and supporting Township culture while conserving Southgate's vision.

##### **The Township of Southgate has established the following Objectives:**

- Enhance the use of energy throughout the municipality;
- Set energy use reduction targets for the Township to strive towards;
- Provide an optimistic corporation culture with Township staff and residents within the community of Southgate;
- Research all applicable funding opportunities that are made available to the municipality pertaining to energy management.



# **Township of Southgate**

## **Policy # 56**

### **Energy Management Policy**

#### **Section 4: Southgate's Energy Reduction Target:**

The importance for an efficient future with the **energy conservation and demand management (CDM)** vision is to have progressive and attainable targets.

The Township's Declaration of Commitment is to reduce energy consumption and greenhouse gases. With this declaration the Township will:

- Establish 2011 as the Township's foundation year in which the decrease of energy use and greenhouse gases will be measured.
- The targets are 1% reduction in energy consumption, greenhouse gases and cost savings on an annual basis between now and going forward with a 5 year plan to 2025.

#### **Section 5: Southgate's Renewable Energy**

The Township finds that it is necessary to enhance the vision mentioned in Section 2 of this policy by ensuring that the municipality is an environmentally sustainable community while providing valuable services to our residents.

The Township built the Southgate Community Services Building including the Ruth Hargrave Memorial Library in 2010 with geothermal, which is ground source energy. This facility also has a grey water supply from a rain collection tank under the parking lot for the use of toilet water.

The Township has set out future guidelines for asset improvements at facilities throughout the municipality which will enhance the use of energy and greenhouse gases. Table Section 5 attached as Schedule A: Represents the Township's annual energy asset plan.

#### **Section 6: Southgate's Energy Leader**

The Township of Southgate has delegated Public Works Manager Jim Ellis as the person responsible for providing the corporate culture in energy management.

Public Works Manager Jim Ellis is an employee who has taken the LAS Energy Management courses through AMO and understands the importance of why energy consumption should be lowered and the greenhouse gases depreciated.



# **Township of Southgate**

## **Policy # 56**

### **Energy Management Policy**

#### **Section 7: Southgate's Energy Use at the Municipal Level**

The Township of Southgate staff will carry out the responsibility of effective energy consumption and reduce the greenhouse gases with direction from their supervisors with information provided at Department Head meetings. The information provided will enhance the corporate culture by providing an optimistic review of how the municipality is achieving their goals and objectives. The Energy Leader will provide staff training with energy management tools to create an energy savings culture and awareness. Department heads will receive information to view their annual results and report to their department staff.

#### **Section 8: Southgate's Energy Asset Level Execution**

Providing education to all municipal staff is essential to conserve energy consumption and greenhouse gases.

The initial action in executing the energy management plan will be to complete facility energy audits for all facilities. Each energy audit will include a technical review of the facility, its energy consumption and greenhouse gas reduction. These audits will assist the municipality to determine the future needs of each facility and what their budget requirements will be.

#### **Section 9: Southgate's Energy Plan Review**

The Township of Southgate will have annual Energy Committee meetings to evaluate and update the requirements throughout the municipality.

The Energy Committee will promote the corporate culture and will take a positive approach to decreasing energy consumption and greenhouse gases. The Public Works Manager and other Department Heads will provide all facilities with the goals and objectives of the Energy Management Plan.



# Township of Southgate

## Policy # 56

### Energy Management Policy

#### Schedule A Annual Energy Asset Plan

Schedule A is updated on an annual basis.

**Table: Section 5:A**

Historical Energy Asset Plan							
Facility	Project	Year	Completed	Target Energy	Target GHG	Capital Costs	Projected Savings
All municipal facilities	Fluorescent light replacement	2010	2010				
All municipal facilities	Programmable thermostats and temp setting	2013	2013	1%	1%		
<b>Public Works</b>							
Township Streetlights	Convert all lights to LED	2017	2017	60%		\$182,481.00	<b>\$ 32,073.00</b>
All municipal facilities	Replace outside buildings with LED wall packs	2017	2017	1%	1%	\$16,610.00	
Holstein Works Garage	Oil furnace replaced with propane	2018	2018	2%	5%	\$8,544.00	
Dundalk Works Garage	LED Lighting upgrade	2019		1%	1%	\$0.00	<b>(\$182.97)</b>
Egremont Landfill Shop	LED light replacement	2018		1%	1%	\$8,000.00	
Wastewater	LED Lighting upgrade	2019		1%	1%	\$0.00	<b>\$625.08</b>
Hostein Works Garage	Insulate Ceiling	2017	2017	1%	1%	\$3,135.00	
Sewage Lagoon	Influent pumps converted to VFD control, Aeration Blower Replacement	2014	2014	5%	3%	\$200,000.00	
<b>Recreation</b>							
Dundalk Arena and Community Centre	Gas Boiler in Lobby and Olympia Room	2014	2014			\$4,000.00	
Dundalk Arena and Community Centre	Dehumidifier Replacement	2018	2018			\$21,000.00	
Dundalk Arena and Community Centre	Better insulation and heating/cooling system	2019		1%	1%	\$15,000.00	
Hopeville Park	LED Lighting upgrade	2019		1%	1%	\$0.00	<b>\$14.67</b>
Arena	LED Lighting upgrade	2019		1%	1%	\$0.00	<b>(\$1,219.38)</b>
Dundalk Pavillion and Pool	LED Lighting upgrade	2019		1%	1%	\$0.00	<b>(\$948.17)</b>
MacIntyre Building	LED Lighting upgrade	2019		1%	1%	\$0.00	
Swinton Park	New Boiler	2018	2018			\$3,000.00	
<b>Municipal Office</b>							
Administration Offices	LED Lighting throughout office	2019		1%	1%	\$761.30	<b>(\$1,010.77)</b>

**Annual Energy Asset Plan**

Facility	Project	Year	Completed	Target Energy	Target GHG	Capital Costs	Projected Savings
<b>Public Works</b>							
Holstein Works Garage	Overhead Door	2023		1%	1%	\$52,000	
Holstein Works Garage	Insulate Walls	2021		2%	5%	\$35,000.00	<b>\$ 1,928.08</b>
Wastewater	Wastewater upgrades	TBD		TBD	TBD	TBD	
Waste Garage	Overhead Door	2025		1%	1%	\$40,000.00	
Hopeville Works Garage and Office	Insulate Attic	2020		1%	1%	\$8,356.00	
Hopeville Works Garage	Overhead Door	2022		1%	1%	\$50,000.00	
Hopeville Works Garage	Man Doors	2019		1%	1%	\$3,000.00	<b>\$ 119.27</b>
Dundalk Works Garage	Insulate Overhead Doors	2021		1%	1%	\$8,000.00	<b>\$ 62.18</b>
<b>Recreation</b>							
Dundalk Arena and Community Centre	LED Lighting over Ice Surface Area	2024		1%	1%	\$10,000.00	
<b>Fire</b>							
Fire Hall	Add weather stripping	2021		1%	1%	TBD	
Total over 5 year EAP				<b>10%</b>	<b>13%</b>	<b>\$206,356.00</b>	<b>\$ 2,109.53</b>
Average Annual Savings				<b>2.0%</b>	<b>2.60%</b>	<b>\$ 41,271.20</b>	<b>\$ 421.91</b>





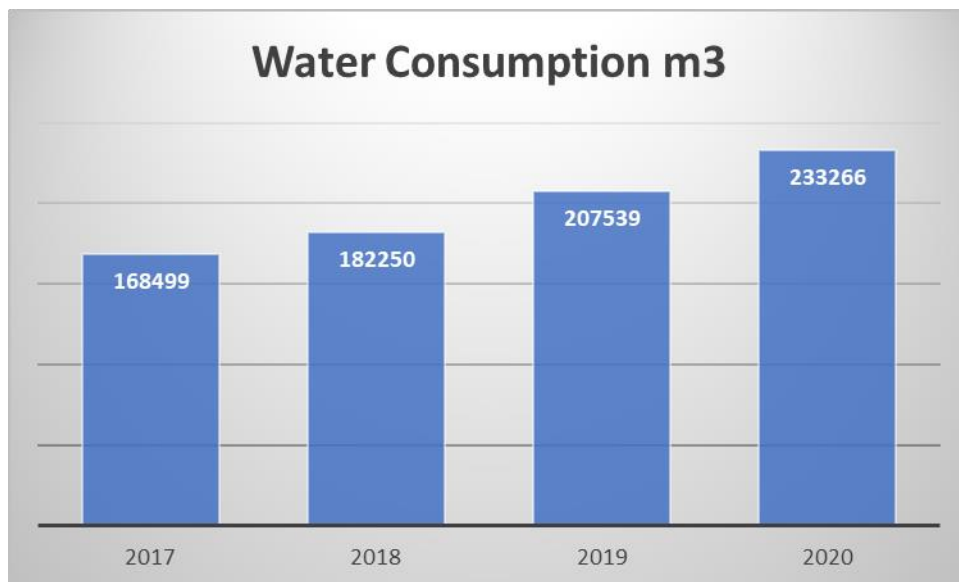
# Township of Southgate

## Policy # 56

### Energy Management Policy

#### Projected Growth

- Wastewater upgrades are projected to occur in 2022/2023.
- Water tower to be built in Dundalk in 2022.
- Improved insulation and add 2 air-conditioning units for the Auditorium of Arena in 2019/2020.
- Waste Garage Doors 2025.
- Area continues to see housing development and growth requiring more energy to service increase in housing and population.



\*Water consumption for Wells in Dundalk from 2017 – 2020.



# Township of Southgate

## Policy # 56

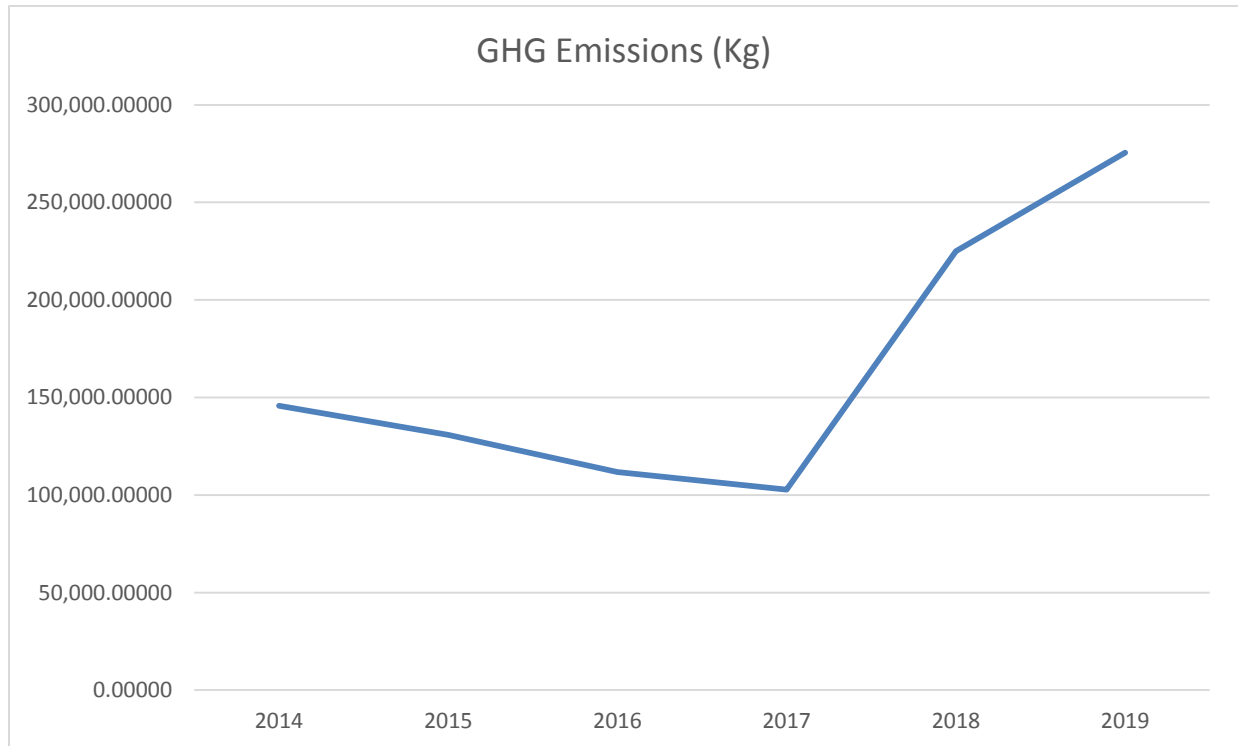
### Energy Management Policy

#### Schedule B

Schedule B is updated on an annual basis.

#### Southgate's Energy Consumption

	GHG Emissions (Kg)
2015	130,778.93452
2016	111,832.42000
2017	102,820.66158
2018	225,025.29970
2019	275,561.41000



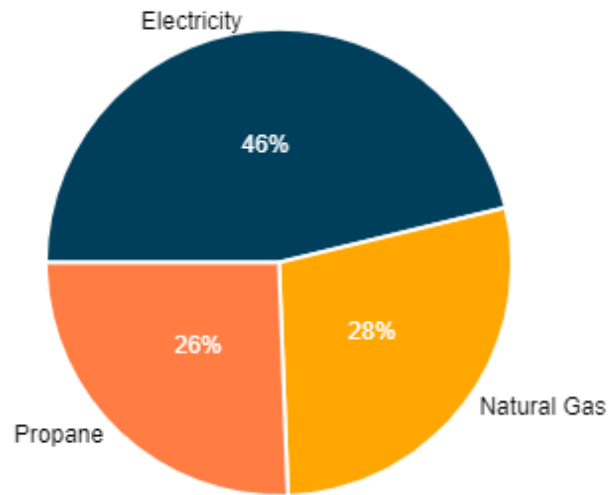


# Township of Southgate

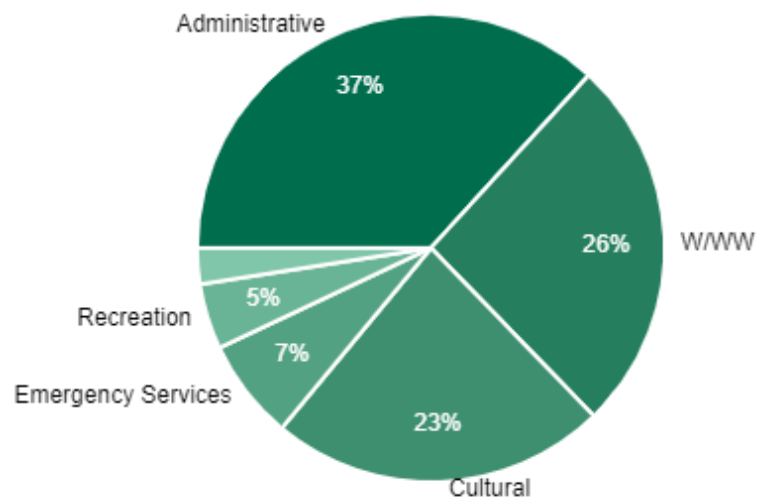
## Policy # 56

### Energy Management Policy

Total Energy Use (eKwh) by Energy Type (2019)



Total Energy Use (eKwh) by Building Type (2019)

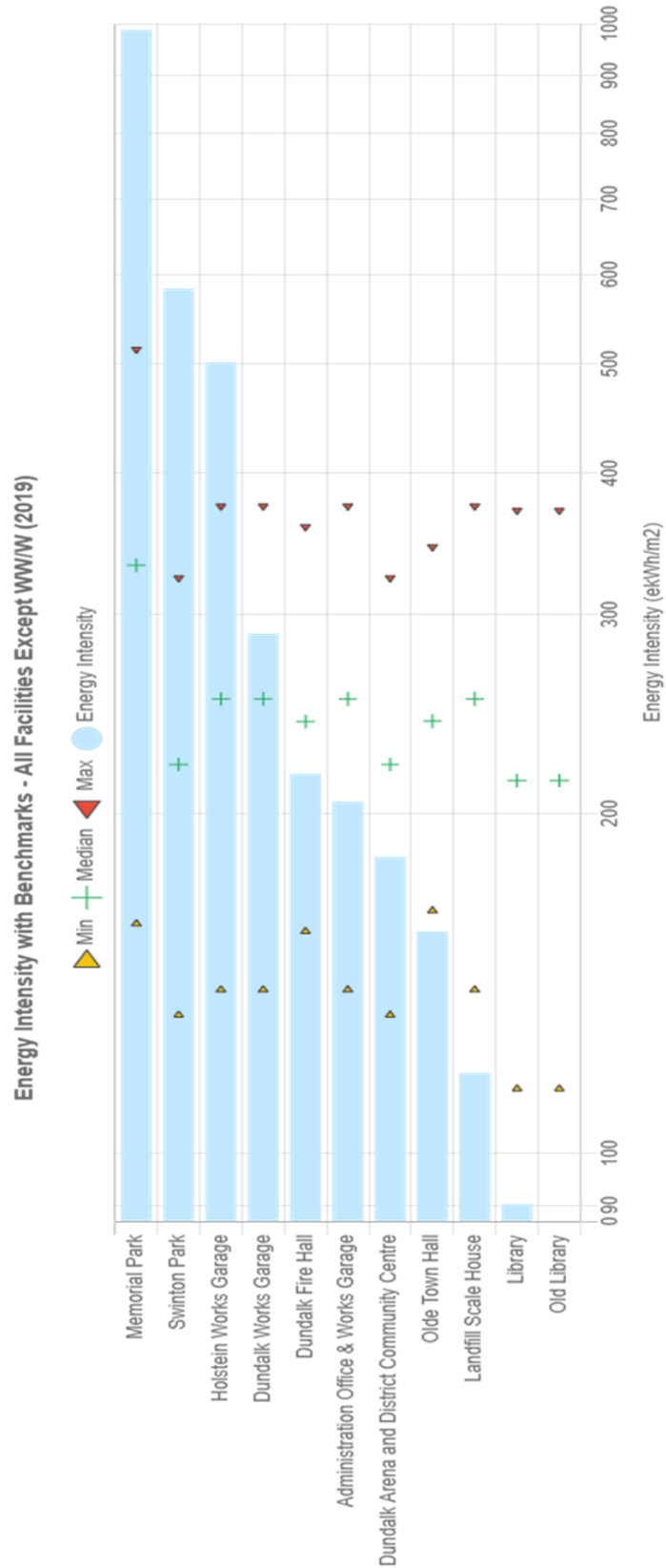




# Township of Southgate

## Policy # 56

### Energy Management Policy





# Township of Southgate

## Policy # 56

### Energy Management Policy

Please note that Ontario's emissions factor for electricity has dropped considerably since Broader Public Sector (BPS): Energy Reporting and Conservation Demand Management Plans reporting took effect in 2011. It has dropped from approx. 0.09kg/kWh in 2011 to 0.03kg/kWh in 2019.

Heating degree days and cooling degree days for Southgate (below) and note that 2019 had a warmer winter and a cooler summer. That would suggest less electricity for Air Conditioning (AC) and Natural Gas (NG) for heating.

NOC 1B0

Year	HDD (winter)	CDD (summer)
2016	3904	247
2017	4106	120
2018	4558	266
2019	4254	190

### Degree Days

Degree days measure the amount of heating or cooling necessary at your property. Degree days are measured relative to a base of 65°F(18°C). Above 65°F(18°C) it is assumed that your property will need to have cooling and below 65°F(18°C) it is assumed that your property will need to have heating.

- **Heating Degree Days (HDD)** - HDD is the equivalent number of days you would have to heat your building by 1 degree to accommodate the heating requirement. For example, if you have a day on which the temperature is 55°F degrees, that day is worth 10 Heating Degree Days because it is 10 degrees below 65°F. HDD is calculated in this way for each day of the year and summed up to get the total annual HDD.
- **Cooling Degree Days (CDD)** - CDD is the equivalent number of days you would have to cool your building by 1 degree to accommodate the cooling requirement. For example, if you have a day on which the temperature is 80°F degrees, that day is worth 15 Cooling Degree Days because it is 15 degrees above 65°F. CDD is calculated in this way for each day of the year and summed up to get the total annual CDD.

Source PM Degree Day Calculator

<https://portfoliomanager.energystar.gov/pm/degreeDaysCalculator>

\*HDD – Heating Degree Days

\*CDD – Cooling Degree Days

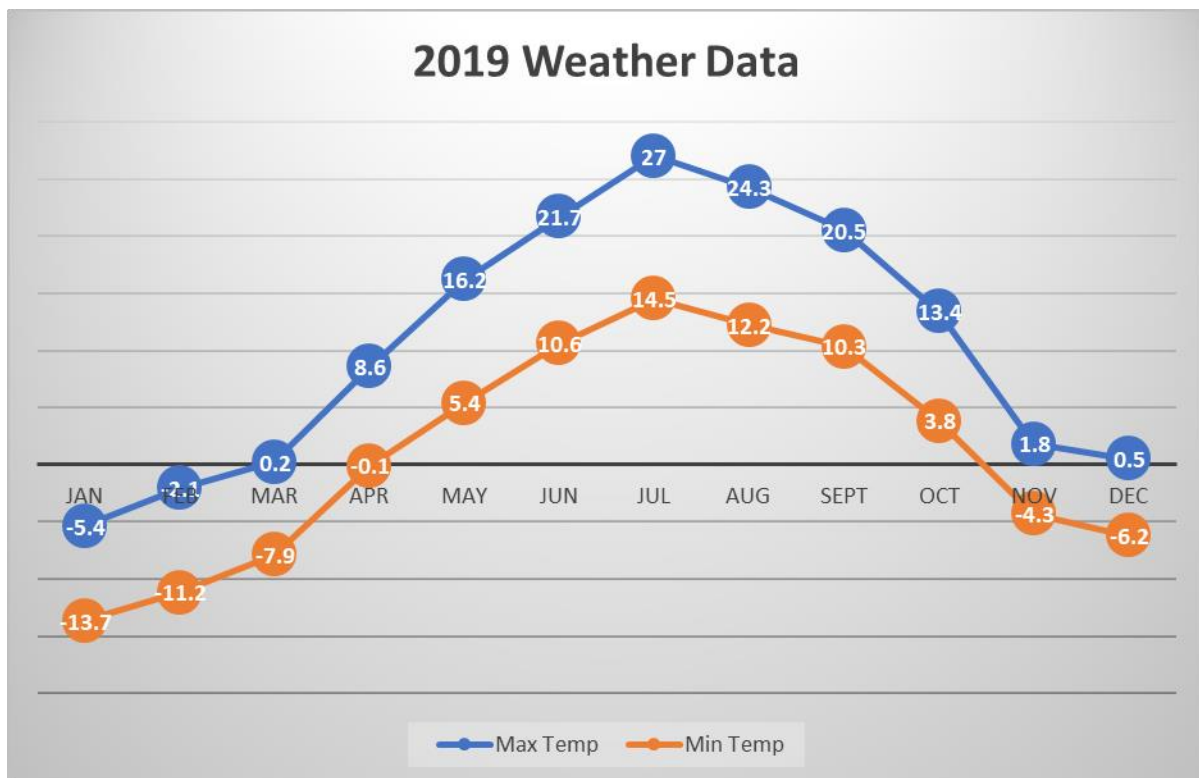
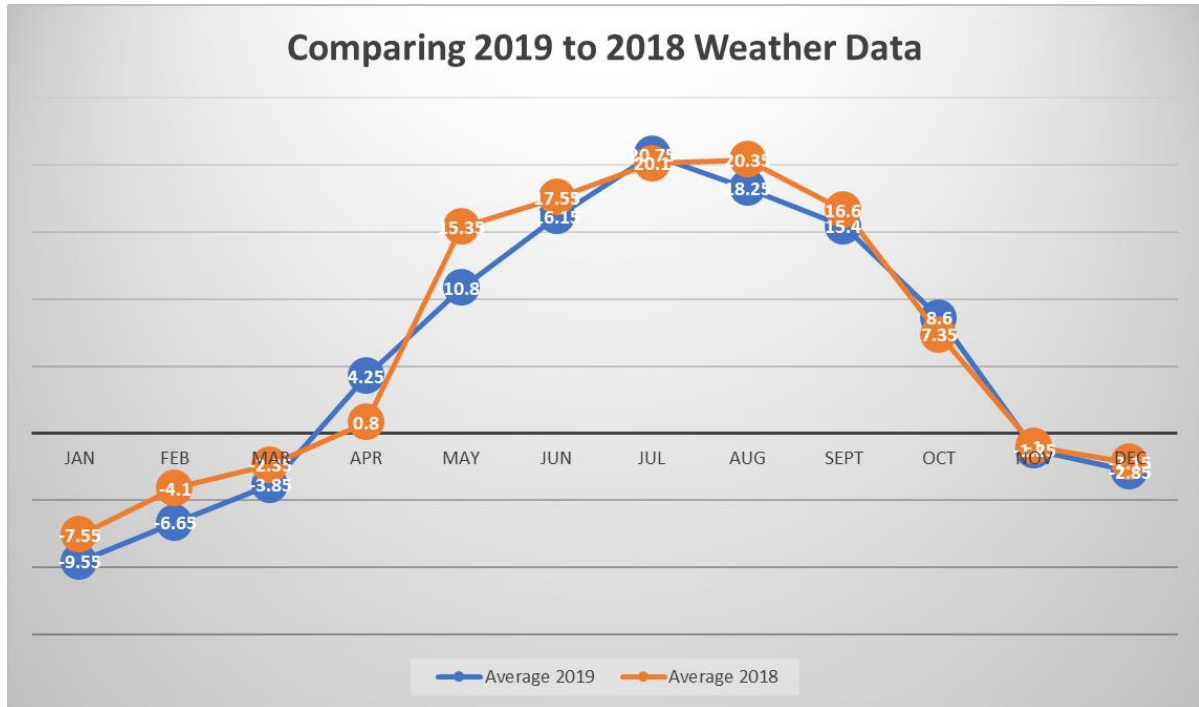


# Township of Southgate

## Policy # 56

### Energy Management Policy

#### Weather comparison for 2018 V's 2019

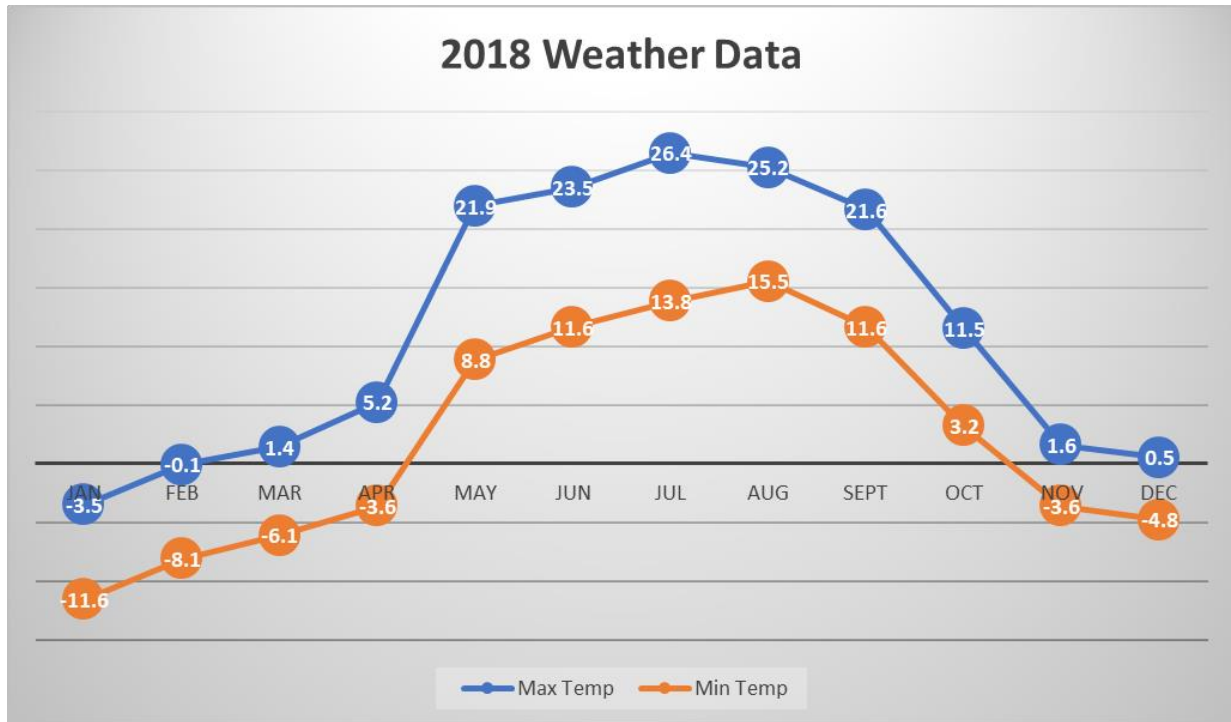




# Township of Southgate

## Policy # 56

### Energy Management Policy





## **Staff Report PW2021-028**

**Title of Report:** PW2021-028 Rainbow Pride Colours Crosswalk  
**Department:** Public Works  
**Branch:** Transportation & Public Safety  
**Council Date:** June 16, 2021

### **Recommendation:**

**Be it resolved that** Council receive Staff Report PW2021-028 for information; and  
**That** Council approve using funds from the Eco Parkway Reserves to install a Rainbow Colours Pride Crosswalk at the Highpoint crossing on Main Street west Dundalk.

### **Background:**

The following Notice of Motion was passed at the June 2, 2021 Council Meeting:

#### **10. Notice of Motion**

##### **10.1 Notice of Motion - Deputy Mayor Milne - Rainbow Pride Colours Crosswalk**

No. 2021-325

**Moved By** Deputy Mayor Milne

**Seconded By** Councillor Dobreen

**Whereas** the Township of Southgate wishes to demonstrate that we are an open and inclusive community who welcomes all members, which includes members of the LGBTQ2S+ community; and

**Whereas** at the May 19, 2021 regular meeting of Council, the Council of the Township of Southgate declared June 2021 as Pride Month in support of members of the LGBTQ2S+ community and to further instill our dedication to providing an open and inclusive community; and

**Whereas** other lower tier municipalities in the Grey and Bruce area as well as other cities across Ontario have approved the painting of rainbow colours on municipal crosswalks to create pride crosswalks in an effort to demonstrate their support of the LGBTQ2S+ community,



**Now therefore be it resolved that** Council direct staff to consult with the County of Grey to seek permission and approval to paint the public crosswalk located on Grey County Road 9, West, Dundalk, in front of Highpoint Community School with the rainbow colours to create a pride crosswalk; and **That** staff report back to Council with their findings and discussions with the County of Grey and further information on approval status.

**Carried**

**Staff Comments:**

The Township had a crosswalk painted on October 5, 2020 on Main Street west at the Highpoint School. Grey County authorized the crosswalk with the conditions of having to be painted in "Durables", glass beads and with "Shark Teeth" markings. Grey County Transportation Department have no issues or concerns of proposed Rainbow Colours Pride Crosswalk at this location.

**Financial Implications:**

The installation cost of the Highpoint School Cross Walk was \$1,600.00 excluding HST in 2020.

The estimated cost from our current line painting service contractor for grinding out existing crosswalk removal and install durables with shark teeth Rainbow Colours Pride Crosswalk including black and brown colours is \$10,000.00.

**Communications & Community Action Plan Impact:**

Goal 5 - Upgrading our "Hard Services"

**Action 5:**

The residents and businesses of Southgate recognize our linear services - roads, bridges, water and sewer works, for example - to be a fundamental purpose of municipal government. This infrastructure needs to be serviceable and sustainable so that our businesses and communities can thrive and grow.

**Concluding Comments:**

Staff recommends that Council receive Staff Report PW2021-028 for information, and that Council approve using funds from the Eco Parkway Reserves to install a Rainbow Colours Pride Crosswalk at the Highpoint crossing on Main Street west Dundalk.

Respectfully Submitted,

**Dept. Head:** **Original Signed By**  
Jim Ellis, Public Works Manager

**Treasurer Approval:** **Original Signed By**  
William Gott, CPA, CA Treasurer

**CAO Approval:** **Original Signed By**  
Dave Milliner, CAO

**Attachments:**



## **Staff Report PW2021-029**

**Title of Report:** PW2021-029  
**Department:** Public Works  
**Branch:** Water & Wastewater  
**Council Date:** June 16, 2021

### **Recommendation:**

**Be it resolved that** Council receive Staff Report PW2021-029 for information; and  
**That** Council consider passing the Southgate Sanitary and Storm Water Systems By-law 2021-090.

### **Background:**

The last update to the Sewer Use By-law was in 2011 with By-law No. 13-2011.

### **Staff Comments:**

The updated by-law includes some new definitions, references to current applicable Ontario Regulations and Building Code.

The updated by-law also has more direction for connections to the sanitary and storm water systems, for installation and hook-up, service problems and procedures for back-ups to the systems. More detail for addressing illegal connections to the sanitary sewage system for example sump pumps and eavestroughs and broader enforcement authority with Municipal By-law Officers, (Section 2 ,3 & 15).

There are no changes to any discharge parameter concentration limits or values.

### **Financial Implications:**

There are no financial implications to this report.

### **Communications & Community Action Plan Impact:**

Goal 5 - Upgrading our "Hard Services"

### **Action 5:**

The residents and businesses of Southgate recognize our linear services - roads, bridges, water and sewer works, for example - to be a fundamental purpose of municipal government. This infrastructure needs to be serviceable and sustainable so that our businesses and communities can thrive and grow.

### **Concluding Comments:**

Staff recommends that Council receive Staff Report PW2021-029 for information, and that Council consider passing the Southgate Sanitary and Storm Water Systems By-law 2021-090.

Respectfully Submitted,

**Dept. Head:** *Original Signed By*  
Jim Ellis, Public Works Manager

**CAO Approval:** *Original Signed By*  
Dave Milliner, CAO

**Attachments:**

# THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE

## BY-LAW NO. 2021-090

being a by-law to provide for the regulation of the  
Municipal Sanitary and Storm Sewage Systems in the  
Township of Southgate and for connected premises

**Whereas** section 8 of the *Municipal Act, 2001*, c. 25 (the Act) provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purposes of exercising its authority under the Act; and

**Whereas** section 11 of the Act, a lower tier municipality may pass by-laws respecting matters within the sphere of jurisdiction of Public Utilities, and Public Utilities includes systems for sewage production, treatment, storage and distribution that are used to provide sewage services for the public; and

**Whereas** section 9(1) of the Act provides that sections 8 and 11 shall be interpreted broadly so as to confer broad authority on municipalities to enable them to govern their affairs as they consider appropriate and to enhance their ability to respond to municipal issues,

**Now Therefore Be It Resolved That** the Council of the Corporation of the Township of Southgate hereby enacts as follows:

### INTRODUCTION

This by-law outlines controls for the discharge of pollutants and undesirable flows to the sewer systems. The objectives of the by-law are to:

- Protect the sewer collection system from corrosion, other damage and obstruction
- Protect the wastewater treatment process from upset
- Protect the public, municipal workers and property from hazardous conditions (such as explosions)
- Assist optimum wastewater system efficiency by preventing uncontaminated water from entering the system
- Protect wastewater sludge quality
- Protect the environment from contaminants that are not removed by the public treatment system(s)
- Assist the municipality in maintaining compliance with the operating conditions established by the Province of Ontario.

### 1. DEFINITIONS

As used in this by-law, the following terms shall have the meanings indicated:

**“Acute Hazardous Waste Chemical”** means a material defined as an acute hazardous waste chemical within the meaning of O. Reg. 347 as amended from time to time, made under the Environmental Protection Act (Ontario,

**“Accredited Laboratory”**

Any laboratory accredited by an authorized accreditation body in accordance with a standard based on “CAN-P-1585: *Requirements for the Accreditation of Environmental Testing Laboratories*” established by the Standards Council of Canada, as amended, or “ISO/IEC/EN 17025: *General Requirements for Competence of Calibration and Testing Laboratories*” established by the International Organization for Standardization, as amended.

**“Biochemical Oxygen Demand (BOD)”**

The five-day BOD which is the determination of the molecular oxygen utilized during a five-day incubation period for the biochemical degradation of organic material (carbonaceous demand), and the oxygen used to oxidize inorganic material such as sulphides and ferrous iron, and the amount of oxygen used to oxidize reduced forms of nitrogen (nitrogenous demand) as determined by the appropriate procedure in Standard Methods.

**“Biomedical Waste”**

Biomedical waste as defined in Ontario Regulation 309 as amended from time to time.

**“Blowdown Water”**

Recirculating water that is discharged from a cooling or heating water system for the purpose of controlling the level of water in the system or for the purpose of discharging from the system materials contained in the system, the further build-up of which would or might impair the operation of the system.

**“Building Code”**

means the Building Code Act, 1992, SO. C.23, and any regulations made under that Act, as amended from time to time.

**“Chemical Oxygen Demand (COD)”**

A measure of the capacity of water to consume oxygen as a result of oxidation of inorganic chemicals and decomposition of organic matter.

**“Clear-Water Waste”**

Includes non-contact cooling water and other water that has not come into contact with wastewater contaminant sources.

**“Combustible Liquid”**

A liquid that has a flash point not less than 37.8

degrees Celsius, and not greater than 93.3 degrees Celsius.

**"Commercial Waste Chemical"**

means a material which is a commercial waste chemical within the meaning of O. Reg. 347 made under the Environmental Protection Act, R.R.O. 1990, c.E.19 (EPA), as amended from time to time.

**"Composite Sample"**

A volume of wastewater, storm water, uncontaminated water, clear-water or effluent made up of three or more grab samples that have been combined automatically or manually and taken at intervals during the sampling periods.

**"Connection or Drain"**

That part or those parts of any pipe or system of pipes leading directly to a wastewater works.

**"Cooling Water"**

Water that is used in a process for the purpose of removing heat and that has not, by design, come into contact with any raw material, intermediate product, waste product or finished product, but does not include blowdown water.

**"Dental Amalgam"**

A dental filling material consisting of an amalgam of mercury, silver and other materials such as copper, tin or zinc.

**"Dental Amalgam Separator"**

Any technology, or combination of technologies, designed to separate dental amalgam particles from dental operation wastewater.

**"Designated Sewer Officer"**

The person appointed by the Municipality, and his or her successors or his or her duly authorized representative for the purposes of this By Law, the designated Sewer Officer will be the Public Works Manager.

**"Domestic Wastewater"**

Waste produced on residential premises, or sanitary waste and wastewater associated with the use of water for drinking, cooking, cleaning, washing, hygiene, sanitation, or other domestic purposes from showers and restroom washbasins produced on a non-residential property.

**"Extra Strength"**

Refers to wastewater released to the sewer that is higher in concentration for one or more constituent concentrations set out in Schedule B

or containing constituents identified in Schedule B.

**“Flow Monitoring Point”**

An access place to the sewer service for the purpose of:

- 1) Measuring the rate or volume of wastewater, storm water, clear water waste or subsurface water released from the premises; and
- 2) Collecting representative samples of the wastewater, storm water, clear water waste or subsurface water released from the premises.

**“Fuels”**

Alcohol, gasoline, naphtha, diesel fuel, fuel oil or any other ignitable substance intended for use as a fuel.

**“Grab Sample”**

A volume of wastewater, storm water, uncontaminated water or effluent which is collected over a period not exceeding 15 minutes.

**“Gravity Sewer”**

means a conduit utilizing the energy resulting from a difference in elevation for the removal of sewage. The term gravity excludes sewage movement induced through force mains or vacuum sewers.

**“Ground Water”**

Water beneath the earth’s surface accumulating as a result of seepage.

**“Hauled Waste”**

Any industrial waste which is transported to and deposited into any location in the wastewater works, excluding hauled wastewater.

**“Hauled Wastewater”**

Waste removed from a wastewater system, including a cesspool, a septic tank system, a privy vault or privy pit, a chemical toilet, a portable toilet or a wastewater holding tank.

**“Hazardous Industrial Waste”**

means a hazardous industrial waste material as defined by the Environmental Protection Act (Ontario) R.R.O. 1990, Regulation 347 as amended, repealed or replaced from time to time.

**“Hazardous Waste Chemical”**

means a hazardous waste chemical material as



defined by the Environmental Protection Act (Ontario) R.R.O. 1990, Regulation 347 as amended, repealed or replaced from time to time.

**"Hazardous Waste"**

Any Hazardous Substance disposed of as waste.

**"Ignitable Waste"**

A substance that:

- A. Is a liquid, other than an aqueous solution containing less than 24 percent alcohol by volume and as a flash point less than 93 degrees Celsius, as determined by the Tag Closed Cup Tester ASTM D-56-97a), the Setaflash Closed Cup Tester (ASTM D-3828-97 or ASTM D-3278-96e1), the Pensky-Martens Closed Cup Tester (ASTM D-93-97), or as determined by an equivalent test method;
- B. Is a solid and is capable, under standard temperature and pressure, of causing fire through friction, absorption of moisture or spontaneous chemical changes and, when ignited, burns so vigorously and persistently that it creates a danger;
- C. Is an ignitable compressed gas as defined in the regulations under the Ontario Regulation 309 as amended; or
- D. Is an oxidizing substance as defined in the regulations under the Ontario Regulation 309 as amended.

**"Industrial"**

Of or pertaining to manufacturing, commerce, trade, business or institutions as distinguished from domestic or residential.

**"Industry"**

Any owner or operator of industrial, commercial or institutional premises from which there is a discharge of any matter directly or indirectly into a sanitary sewer, combined sewer or storm sewer of the Municipality.

**"Industrial Wastes"**

means all water-carried wastes and wastewaters, excluding domestic wastewater and uncontaminated water, and shall include all

wastewater from any producing, manufacturing, processing, institutional, commercial, agricultural or other operation where the wastewater discharged includes quantities of wastes of non-human origin.

**"Inspector"**

A person authorized by the Municipality to carry out observations and inspections and take samples as prescribed by this by-law.

**"Institution"**

A facility, usually owned by a government, operated for public purposes, such as schools, universities, medical facilities (hospitals, nursing stations, nursing homes), museums, prisons, government offices, military bases. Some of these facilities produce non-residential discharges to sewers from, for example, laboratories, chemical use, industrial processes.

**"Matter"**

Includes any solid, liquid or gas.

**"Monitoring Access Point"**

An access point, such as a chamber, in a private sewer connection to allow for observation, sampling and flow measurement of the wastewater, uncontaminated water or storm water therein.

**"Municipality"**

means the Municipality of the Township of Southgate.

**"Municipal Sewer Connector"**

That part of any drain leading from the private sewer connection and connected to the municipal sewer and located within the limits of the public road allowance, or other public lands or public land interests held for sewerage purposes.

**"Multiple Municipal Sewer Connection"** A municipal sewer connection providing service to two or more premises.

**"Non-Contact Cooling Water"**

Water which is used to reduce temperature for the purpose of cooling, and which does not come into direct contact with any raw material, intermediate or finished product other than heat.

**"Non-Domestic Wastewater"**

All Wastewater except Domestic Wastewater, Storm Water, Uncontaminated Water, and Septic Tank Waste.

<b>"Notice"</b>	Township document notification directing action or something to be done or complied with in a specified time.
<b>"Oil and Grease"</b>	Hexane extractable matter as described in Standard Methods.
<b>"Owner and Operator"</b>	includes the registered owner of any property, land, premises, work, undertaking, or business, and their authorized representative(s) having the charge, management, or control over the property, land, premises, work, undertaking or business, and the occupant.
<b>"Pathological Waste"</b>	"pathological waste" means a pathological waste material as defined by O. Reg. 347 made under the Environmental Protection Act, R.R.O. 1990, c.E.19 (EPA), as amended, repealed or replaced from time to time, or any material designated in writing by the Medical Officer of Health for the Health Unit of the County.
<b>"PCBs"</b>	Any monochlorinated or polychlorinated biphenyl or any mixture of them or mixture that contains one or more of them.
<b>"Person"</b>	An individual, association, partnership, corporation, municipality or an agent or employee of such a person.
<b>"Pesticide"</b>	means a pesticide regulated under the Pesticides Act, R.S.O. 1990, c. P.11 as amended, repealed or replaced from time to time.
<b>"pH"</b>	means the logarithm to the base 10 of the reciprocal of the concentration of hydrogen ions in moles per litre of solution.
<b>"Pollution Prevention"</b>	The use of processes, practices, materials, products or energy that avoids or minimizes the creation of pollutants and wastes, at the source.
<b>"Pretreatment"</b>	The reduction, elimination or alteration of pollutants in wastewater prior to discharge into the sanitary sewer. This reduction or alteration can be obtained by physical, chemical, or biological processes, through pollution prevention, or by other means, except by diluting the concentration of the pollutants.

**"Private Sewer Connection"**

That part of any drain or system of drains, including drains or subsurface drainage pipe for surface or subsurface drainage of the land in or adjacent to a building, lying within the limits of the private lands and leading to a municipal sewer connection whose responsibility for maintenance is the property owner's.

**"Private Building Drain"**

means the part of lowest horizontal piping of a drainage system, in, or adjacent to, a building and which receives the sewage and conveys it to the private building sewer.

**"Private Building Sewer"**

means that part of a drainage system outside a building commencing at a point one meter from the outer face of the wall of the building and connecting the private building drain to the public sewer or place of disposal of sewage as per Building Code or as amended from time to time.

**"Private Sanitary Sewer Force Main"**

means pipelines that convey sewage under pressure from the private building to a "gravity sewer".

**"Prohibited Waste"**

means prohibited waste as defined in Schedule "A" to this by-law.

**" Reactive Waste"**

A substance that:

- A. Is normally unstable and readily undergoes violent changes without detonating;
- B. Reacts violently with water;
- C. Forms potentially explosive mixtures with water;
- D. When mixed with water, generates toxic gases, vapours or fumes in a quantity sufficient to present danger to human health or the environment;
- E. Is a cyanide or sulphide bearing waste which, when exposed to pH conditions between 2 and 12.5, can generate toxic gases, vapours or fumes in a quantity sufficient to present danger to human health or the environment;
- F. Is capable of detonation or explosive reaction if it is subjected

- to a strong initiating source or if heated under confinement;
- G. Is readily capable of detonation or explosive decomposition or reaction at standard temperature and pressure; or
- H. Is an explosive (Class 1) as defined in the regulations under Ontario Regulation 309 as amended.

**"Reactive Waste"**

means a material which is a reactive waste within the meaning of the Environmental Protection Act (Ontario) R.R.O. 1990, Regulation 347 as amended, repealed or replaced from time to time.

**"Restricted Waste"**

means restricted waste as defined in Schedule "B" to this by-law.

**"Sanitary Sewer"**

A sewer for the collection and transmission of domestic or industrial wastewater or any combination thereof.

**"Sanitary Sewer Service"**

means the sewer pipe between the property line and the sanitary sewer mainline.

**"Sanitary Sewer Main"**

means the sanitary sewage works excluding the Sanitary Sewer Service and the Wastewater Treatment Facility.

**"Sanitary Sewage Works"**

means any works for the collection, transmission, treatment and disposal of sewage, or any part of such works, but does not include plumbing to which the Building Code Act, 1992, S.O. 1992, c. 23 applies, as amended from time to time.

**"Septic Tank Waste"**

any Waste extracted from a cesspool, septic tank, sewage holding tank, seepage pit, interceptor or other containment for human excretion and wastes.

**"Sewer"**

A pipe, conduit, drain, open channel or ditch for the collection and transmission of wastewater, storm water or uncontaminated water, or any combination thereof.

**"Spill"**

A direct or indirect discharge into the wastewater works, storm sewer or the natural

environment which is abnormal in quantity or quality in light of all the circumstances of the discharge.

**“Standard Methods”**

A procedure or method set out in *Standard Methods for the Examination of Water and Wastewater* published jointly by the American Public Health Association, American Water Works Association and the Water Environment Federation, recent or latest edition or approved in writing by the Designated Sewer Officer.

means a procedure set out in the most current edition, as of the date of testing, of Standard Methods for the Examination of Water and Wastewater published jointly by the American Public Health Association, American Water Works Association and Water Environment Federation, or a procedure approved by the Ontario Ministry of the Environment, Conservation and Parks as a standard method or the equivalent of a standard method.

**“Storm Sewer Service”**

means the sewer pipe between the property line and the storm sewer mainline.

**“Storm Sewer”**

A sewer for the collection and transmission of uncontaminated water, storm water, drainage from land or from a watercourse or any combination thereof but excluding, any portion of a sanitary sewer works.

**“Storm Water”**

The water running off the surface of a drainage area during and immediately after a period of rain or snow melt.

**“Subsurface Drainage Pipe”**

A pipe that is installed underground to intercept and convey subsurface water and includes foundation drainpipes.

**“Subsurface Water”**

Groundwater including foundation drain water.

**“Total Suspended Solids (TSS)”**

Insoluble matter in liquid that is removable by filtration, as determined by the appropriate procedure described in Standard Methods.

**“Total PAHs”**

The total of all of the following polycyclic aromatic hydrocarbons: Acenaphthene, acenaphthylene, anthracene, benzo(a)anthracene, benzo(a)pyrene,

benzo(b)fluoranthene, benzo(g,h,i,)perylene,  
benzo(k)fluoranthene, chrysenes,  
dibenzo(a,h)anthracene, fluoranthene, fluorene,  
indeno(1,2,3-cd)pyrene, methylnaphthalene,  
naphthalene, phenanthrene, pyrene.

**"Toxic Substance"**

any substance defined as toxic under the *Canadian Environmental Protection Act* 1999, as amended from time to time and within the meaning of Ontario Regulation 309 as amended from time to time.

**"Uncontaminated Water"**

Water with a level of quality which is typical of potable water normally supplied by the Municipality.

**"Waste Disposal Site Leachate"**

The liquid containing dissolved or suspended contaminants which emanates from waste (solid waste or garbage) and is produced by water percolating through waste or by liquid in waste.

**"Waste Radioactive Substances"**

Substances defined in the federal *Nuclear Safety and Control Act* and the regulations passed thereunder, as amended from time to time.

**"Wastewater"**

means the composite of water and water-carried wastes from residential, commercial, industrial or institutional premises or any other source.

**"Wastewater Sludge"**

Solid material recovered from the wastewater treatment process.

**"Wastewater Treatment Facility"**

means any structure or thing used for the physical, chemical, biological or radiological treatment of wastewater, and includes sludge treatment, wastewater sludge storage and disposal facilities.

**"Wastewater Works"**

Any works for the collection, transmission, treatment and disposal of wastewater, storm water or uncontaminated water, including a sanitary sewer or storm sewer, or any part of such works, but does not include plumbing or other works to which the applicable Building Code applies.

**"Watercourse"**

An open channel, ditch or depression, either natural or artificial, in which flow of water

occurs either continuously or intermittently.

## **2.0 REQUIREMENT TO CONNECT**

### **2.1 Properties required to connect**

Every Owner shall connect to the sanitary sewer main within the time period as specified in the Notice. The Township will permit one connection per lot. More than one connection must be approved by the Public Works Manager.

### **2.2 Failure to connect**

2.2.1 Pursuant to Section 446 of the Municipal Act, 2001, if the Owner fails to make a connection required by a Notice within the time period specified, the Municipality may make the connection at the expense of the Owner and for this purpose may enter and upon the property subject to the requirements of Sections 435 -438 of the Municipal Act, 2001.

2.2.2 Pursuant to Section 446 of the Municipal Act, 2001, the costs of making such connection may be recovered by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes and shall bear interest calculated at the same rate as overdue taxes, calculated for the period commencing on the day the municipality incurs the costs and ending on the day the costs, including the interest, are paid in full.

## **3.0 APPLICATION FOR SANITARY SEWAGE WORKS**

### **3.1 Application and payment prior to installation**

No Owner shall install, alter, or permit the installation or alteration, of a sanitary service pipe or connect, or permit the connection to a sanitary sewer main, without an approved Public Works Permit, except if said installation, alteration, or connection is authorized under a subdivision agreement.

### **3.2 Public Works Application**

The Owner of lands that abut a sanitary sewer main, or their authorized agent, shall make application for such service on the Township's Public Works Permit Application, and shall pay the applicable fee(s) as set out in the Southgate User Fees and Service Charges By-law.

### **3.3 Frontage charges**

Frontage charges apply to in-fill lots that are not in Development Charges or not part of a subdivision agreement. At the time of filing an application pursuant to section 3.1, the Township will advise the Owner if frontage charges apply to their premises. Payment of the frontage charges is required at the time of application for Public Works Permit.

### **3.4 Installation - easement required**

No Owner shall install, or permit the installation of, any Sanitary Sewer Service over, or across the property of another owner unless a registered easement is obtained for such location, at the Owner's expense, and proof of such registered



easement is provided to the Township.

### 3.5 Contractor and construction standards

The Owner of the property shall, at their own expense, be responsible for hiring a competent contractor to undertake the work authorized in the Public Works Permit. A competent contractor shall have demonstrated the knowledge, experience, and ability to complete such work in accordance with all applicable construction standards and in a timely manner and shall be insured. The Township shall inspect the work completed on the Sanitary Sewer Service before signing off on completion of the Public Works Permit.

### 3.6 Private Sanitary Sewer/Forcemain Installation

The Owner of the property shall, with the written approval of the Public Works Manager at their own expense, be responsible for hiring a competent contractor to undertake the work authorized in the Public Works Permit from the building to the gravity sewer. A competent contractor shall have demonstrated the knowledge, experience, and ability to complete such work in accordance with all applicable construction standards and in a timely manner. Following installation, the Owner of the lands must provide a certificate from a registered professional engineer, experienced in such matters, certifying that the private sanitary sewer forcemain has been completed and tested and that its specifications and performance meet the requirements of the approved drawings and the design criteria.

### 3.7 Offence - install without permit

No Owner shall install or permit the installation of any sanitary sewage works that is not in compliance with the Township's Public Works Permit.

### 3.8 Service problems

3.8.1. The Owner will be held responsible for all costs required for repairs or cleaning of the Sanitary Sewer Service, where the damage to or blockage of the Sanitary Sewer Service is a result of a discharge into the Sanitary Sewer Service. In addition, the Owner will be held responsible to repair any damage to the portion of the Sanitary Sewer Service located between the building wall and the property line, except where the cause of the loss is located outside of the defined property line, the onus shall be on the Owner to provide evidence of this. Any consideration for reimbursement or repairs will be determined by the Public Works Manager or their designate.

3.8.2. For private sanitary sewer forcemain's the building Owner will be held responsible for all costs associated with the repairs and maintenance from the building to the gravity sewer, except where the cause of the damage is attributable to the Township, the onus shall be on the property owner to provide evidence of this. Any consideration for reimbursement or repairs will be determined by the Public Works Manager or their designate.

## **4. SANITARY SEWER REQUIREMENTS**

### **4.1 Offence to Discharge**

Health and safety, damaging No person shall discharge or deposit or cause or permit the discharge or deposit of matter of a kind, directly or indirectly, to any sanitary sewage works:

4.1.1 of any type or at any temperature or in any quantity which may be or may become a health or safety hazard to a sewage works employee;

4.1.2 which may be or may become harmful to a sanitary sewage works;

4.1.3 which may cause the sanitary sewage works effluent to contravene any requirement by or under the Ontario Water Resources Act, or the Environmental Protection Act;

4.1.4 which may interfere with the proper operation of a sanitary sewage works;

4.1.5 which may impair or interfere with any sewage treatment process; or

4.1.6 which is or may result in a hazard/damage to any person, animal, property, infrastructure or vegetation.

### **4.2 Offence to Discharge – Specified matter**

Without limiting the generality of section 6.1, no person shall discharge or deposit or permit the discharge or deposit, directly or indirectly into any sanitary sewage works any of the following:

4.2.1 Solid or viscous substances in quantities or of such size as to be capable of causing obstruction to the sewage flow in a sanitary sewage works, including but not limited to ashes, bones, cinders, sand, mud, straw, shavings, metal, glass, rags, fibers, feathers, grease, tar, plastics, wood, garbage, animal guts or tissues, paunch manure, fats, greases, oils and whole blood;

4.2.2 Sewage that may cause an offensive odour to emanate from a sanitary sewage works, including but not limited to, hydrogen sulphide, carbon disulphide, other reduced sulphur compounds, amines or ammonia in such quantity that may cause an offensive odour;

4.2.3 Stormwater, water from drainage of roofs or land, water from a watercourse or uncontaminated water, sump pumps, subsurface perimeter drains, or surface water;

4.2.4 Water that has originated from a source separate from the water distribution system of the municipality, where municipal water distribution is not present, except with prior approval by way of a Public

Works Permit prior to the execution of this By-law. Permission may be granted if considered acceptable by the Public Works Manager and subject to payment by the owner of the sewer service rate set out in the Fees and Charges By-law for all water discharged to the sanitary sewage works;

(1) No person shall release, or permit the release of, any matter into the sanitary sewer system wastewater works except:

- (a) Domestic wastewater;
- (b) Non-domestic wastewater that complies with the requirements of this by-law;
- (c) Hauled wastewater, including septage, that complies with the requirements of this by-law, or where a Waste Discharge Permit has been issued by the Designated Sewer Officer;
- (d) Storm water, clear-water waste, subsurface water or other matter where a Waste Discharge Permit has been issued by the Designated Sewer Officer;
- (e) Extra Strength matter where an Extra Strength Surcharge Agreement is in place.

(2) No person shall release, or permit the release of, any prohibited substance listed in Schedule 'A' of this by-law.

(3) No person shall release, or permit the release of, any restricted substance which exceeds the respective concentrations listed in Schedule 'B' of this by-law into the wastewater works.

(4) If required by the Municipality, all non-domestic and hauled wastewater dischargers shall complete and submit **Form 1 "Abbreviated Discharger Information Report"** (Appendix A) to the Municipality.

(5) If required by the Municipality, non-domestic and hauled wastewater dischargers shall complete and submit **Form 2 "Complete Discharger Information Report"** (Appendix A) to the Municipality.

(6) If required by the Municipality, non-domestic and hauled wastewater dischargers shall not discharge to the sanitary sewer system until the discharger has obtained **Form 3 "Waste Discharge Permit"** (Appendix A) from the Designated Sewer Officer.

(7) The Designated Sewer Officer may issue, and amend, a Waste Discharge Permit to allow the discharge of non-domestic waste and hauled wastewater into a sewer upon such terms and conditions as the Designated Sewer Officer considers appropriate and, without limiting the generality of the foregoing, may in the Waste Discharge Permit:

- (a) Place limits and restrictions on the quantity, composition, frequency and nature of the waste permitted to be discharged;
- (b) Require the holder of a Waste Discharge Permit to repair, alter, remove, or add to works or construct new works; and

(c) Provide that the Waste Discharge Permit will expire on a specified date, or upon the occurrence of a specified event.

(8) The Designated Sewer Officer may issue a **Discharge Abatement Order** to:

- (a) Require a person to alter the quantity, composition, duration and timing of the discharge or cease discharge of non-domestic waste or hauled wastewater to a sewer or wastewater facility;
- (b) Include any terms or conditions that could be included in a Waste Discharge Permit; and
- (c) Shut down all non-compliant releases.

The Designated Sewer Officer may amend or cancel a Discharge Abatement Order.

## 5. STORM SEWER REQUIREMENTS

(1) No person shall discharge or deposit or cause or permit the discharge or deposit of matter of a kind listed below into or in land drainage works, private branch drains or connections to any storm sewer.

1. matter of any type or at any temperature or in any quantity which may:
  - (a) interfere with the proper operation of a storm sewer;
  - (b) obstruct a storm sewer or the flow therein;
  - (c) result in a hazard/damage to any person, animal, property, infrastructure or vegetation;
  - (d) impair the quality of the water in any well, lake, river, pond spring, stream, reservoir or other water or watercourse; or
  - (e) result in the contravention of an approval, requirement, direction or other order under the Ontario Resources Act or the Environmental Protection Act (Ontario) with respect to the storm sewer or its discharge; and
2. without limiting the generality of the foregoing, any of the following:
  - (a) water at a temperature greater than 40 degrees Celsius;
  - (b) water having a pH less than 6.0 or greater than 9.0;
  - (c) water containing more than 15 milligrams per litre of suspended solids;
  - (d) water containing dyes or colouring material which discolour the water;
  - (e) water containing solvent extractable matter of animal or vegetable origin or of mineral or synthetic origin more than 100 mg/l which causes a visible film, sheen or discolouration on the water surface;
  - (f) water containing any of the following in excess of the indicated concentrations:

200 micrograms / litre

Chromium expressed as Cr

50 micrograms / litre

Zinc expressed as Zn

Lead expressed as Pb

Nickel expressed as Ni  
10 micrograms / litre  
Copper expressed as Cu  
1 microgram / litre  
Cadmium expressed as Cd  
Mercury expressed as Hg  
200 per 100 millilitres  
Fecal coliforms

(g) the following matter in any amount:

Sewage  
Once-through cooling water  
Blowdown

(h) the following materials in any amount:

Automotive or machine oils and greases  
Fuels  
Paints and Organic Solvents  
PCBs  
Pesticides  
Severely Toxic Materials  
Waste Disposal Site Leachate  
Waste Radioactive Materials

(i) the following hazardous wastes in any amount:

Acute Hazardous Waste Chemicals  
Hazardous Industrial Wastes  
Hazardous Waste Chemicals  
Ignitable Wastes  
Pathological Wastes  
PCB Wastes  
Reactive Wastes  
Pharmaceutical drugs of any nature

(2) Subclause 3(1) 2(g) does not apply to prevent the discharge of once-through cooling water or blowdown when,

- (a) the once-through cooling water or blowdown is being discharged pursuant to a certificate of approval or order relating to the premise under the Environmental Protection Act (Ontario) or the Ontario Water Resources Act which expressly allows the discharge;
- (b) the owner or operator of the premises has written approval from the municipality which expressly authorizes the discharge from the premises; and
- (c) a copy of the certificate of approval or order referred to in clause (a) has been provided to the municipality.

(3) The provisions of Clause 3(1) 2, apply only to (1) the discharge of stormwater runoff from industrial process areas to a storm sewer, and (2) to any stormwater

discharge to a storm sewer to which the matter prohibited by subsection 1 has been added for the purpose of disposing of the matter.

(4) The provisions of Subclauses 3(1) 2.(c), (d), (e), and (f) do not apply to prevent the discharge of stormwater runoff from industrial process areas to a storm sewer when,

- (a) the owner or operator of the premises has a certificate of approval or order relating to the premises under the Environmental Protection Act (Ontario) or the Ontario Water Resources Act which expressly allows the discharge, and a copy of the certificate of approval or order has been provided to the municipality; or
- (b) the owner or operator of the premises has written approval from the municipality for a Best Management Practices Plan (BMP).

## **6. PROHIBITION OF DILUTION**

(1) No person shall discharge directly or indirectly or permit the discharge or deposit of wastewater into a sanitary sewer works where water has been added to the discharge for the purposes of dilution to achieve compliance with Schedule "A" or Schedule "B" of this by-law.

(2) No person shall discharge directly or indirectly or permit the discharge or deposit of matter into a storm sewer where water has been added to the discharge for the purposes of dilution to achieve compliance with Section 3 of this by-law.

## **7. SAMPLING**

(1) Where sampling is required for the purposes of determining the concentration of constituents in the wastewater, storm water or uncontaminated water, the sample may:

- (a) be collected manually or by using an automatic sampling device; and
- (b) contain additives for its preservation.

(2) For the purpose of determining compliance with Schedule B or Section 3, discrete wastewater streams within premises may be sampled, at the discretion of the Designated Sewer Officer.

(3) Any single grab sample may be used to determine compliance with Schedules A and B or Section 3.

(4) All tests, measurements, analyses and examinations of wastewater, its characteristics or contents pursuant to this By-law shall be carried out in accordance with "Standard Methods" and be performed by a laboratory accredited for analysis of the particular substance(s) using a method which is within the laboratory's scope of accreditation or to the satisfaction of the Designated Sewer Officer as agreed in writing prior to sample analysis.

## **8. DISCHARGER SELF-MONITORING**

(1) The discharger shall complete any monitoring or sampling of any discharge to a wastewater works as required by the Municipality and provide the results to the

Municipality in the form specified by the Municipality.

(2) The obligations set out in or arising out of 6(1) shall be completed at the expense of the discharger.

## **9. ADDITIONAL REQUIREMENTS**

### **9.1 Food-Related Grease Interceptors**

(1) Every owner or operator of a restaurant or other industrial, commercial or institutional premises where food is cooked, processed or prepared, for which the premises is connected directly or indirectly to a sanitary sewer, shall take all necessary measures to ensure that oil and grease are prevented from entering the sanitary sewer in excess of the provisions of this by-law. Grease interceptors shall not discharge to storm sewers.

(2) The owner or operator of the premises as set out in this Subsection shall install, operate, and properly maintain an oil and grease interceptor in any piping system at its premises that connects directly or indirectly to a sewer. The oil and grease interceptors shall be installed in compliance with the most current requirements of the applicable Building Code. The installation of the oil and grease interceptor shall meet the requirements of the Canadian Standards Association national standard CAN/CSA B-481.2, as amended.

(3) All oil and grease interceptors shall be maintained according to the manufacturer's recommendations. The testing, maintenance and performance of the interceptor shall meet the requirements of CAN/CSA B-481. Traps should be cleaned before the thickness of the organic material and solids residuals is greater than twenty-five percent of the available volume; cleaning frequency should not be less than every four weeks. Maintenance requirements should be posted in the workplace in proximity to the grease interceptor.

(4) A maintenance schedule and record of maintenance shall be available to the Designated Sewer Officer upon request for each interceptor installed.

(5) The owner or operator of the restaurant or other industrial, commercial or institutional premises where food is cooked, processed or prepared, shall, for two years, keep the document of proof for interceptor clean-out and oil and grease disposal.

(6) Emulsifiers shall not be discharged to the sewer system into interceptors. No person shall use enzymes, bacteria, solvents, hot water or other agents to facilitate the passage of Oil and Grease through a Grease Interceptor.

(7) In the case of failure to adequately maintain the grease interceptor

to the satisfaction of the Designated Sewer Officer, the Designated Sewer Officer may require an alarmed monitoring device to be installed, at the expense of the owner, in accordance with specifications of CAN/CSA B-481.

#### Garbage Grinders

9.1.1 No person shall install or operate any garbage grinding devices for domestic purposes, the effluent from which will discharge directly or indirectly into a storm, or sanitary sewage works.

9.1.2 In the case of industrial, commercial or institutional properties where garbage grinding devices are installed in accordance with the code Building Code, the effluent from such garbage grinding devices must comply with Sections 4.1, 4.2 and 4.3.

#### 9.2 Vehicle and Equipment Service Oil and Grease Interceptors

(1) Every owner or operator of a vehicle or equipment service station, repair shop or garage or of an industrial, commercial or institutional premises or any other establishment where motor vehicles are repaired, lubricated or maintained and where the sanitary discharge is directly or indirectly connected to a sewer shall install an oil and grease interceptor designed to prevent motor oil and lubricating grease from passing into the sanitary-sewer in excess of the limits in this by-law.

(2) The owner or operator of the premises as set out in Subsection 7.2(1) shall install, operate, and properly maintain an oil and grease interceptor in any piping system at its premises that connects directly or indirectly to a sewer. The oil and grease interceptors shall be installed in compliance with the most current requirements of the applicable Building Code and be maintained as recommended by the Canadian Petroleum Products Institute (CPPI).

(3) All oil and grease interceptors and separators shall be maintained in good working order and according to the manufacturer's recommendations and shall be inspected regularly to ensure performance is maintained to the manufacturer's specifications for performance and inspected to ensure the surface oil and sediment levels do not exceed the recommended level.

(4) A maintenance schedule and record of maintenance shall be submitted to the Designated Sewer Officer annually for each oil and grease interceptor installed.

(5) The owner or operator of the premises as set out in Subsection 7.2(1), shall, for two years, keep the document of proof for interceptor clean-out and oil and grease disposal.

(6) Emulsifiers shall not be discharged to the sewer system into



interceptors. No person shall use enzymes, bacteria, solvents, hot water or other agents to facilitate the passage of oil and grease through an oil and grease interceptor.

(7) In the case of failure to adequately maintain the oil and grease interceptor to the satisfaction of the Designated Sewer Officer, the Designated Sewer Officer may require an alarmed monitoring device to be installed, at the expense of the owner.

### 9.3 Sediment Interceptors

(1) Every owner or operator of the premises from which sediment may directly or indirectly enter a sewer, including but not limited to premises using a ramp drain or area drain and vehicle wash establishments, shall take all necessary measures to ensure that such sediment is prevented from entering the drain or sewer in excess of the limits in this by-law.

(2) Catch basins installed on private property for the purposes of collecting storm water and carrying it into the storm sewers shall be equipped with an interceptor and the installation of these catch basins on private property shall comply with the Municipality's Standard Construction Specifications and Drawings, as they may be amended from time to time.

(3) All sediment interceptors shall be maintained in good working order and according to manufacturer's recommendations and shall be inspected regularly to ensure performance is maintained to the manufacturer's specifications for performance.

(4) The owner or operator of a premises as set out in Subsection 7.3(1), shall, for 2 years, keep documentation of interceptor clean-out and sediment disposal.

(5) A maintenance schedule and record of maintenance shall be submitted to the Designated Sewer Officer upon request for each sediment interceptor installed.

### 9.4 Dental Waste Amalgam Separator

Every person who owns or operates a dental practice shall comply with the Dentistry Act, 1991, S.O. 1991, c. 24, and the regulations made thereunder, as amended from time to time, for the management and disposal of amalgam waste.

(1) Every owner or operator of the premises from which dental amalgam may be discharged, which waste may directly or indirectly enter a sewer, shall install, operate and properly maintain dental amalgam separator(s) with at least 95% efficiency in amalgam weight and certified *ISO 11143 – "Dental Equipment: Amalgam Separators"*, in any piping system at its premises that connects directly or indirectly to a sewer except where

the sole dental-related practice at the premises consists of one or more of the following specialties or type of practice:

- (a) Orthodontics and dentofacial orthopaedics;
- (b) Oral and maxillofacial surgery;
- (c) Oral medicine and pathology;
- (d) Periodontics; or
- (e) A dental practice consisting solely of visits by a mobile dental practitioner who prevents any dental amalgam from being released directly or indirectly to the wastewater works.

(2) Notwithstanding Subsection 7.4(1), any person operating a business from which dental waste amalgam is or could be discharged directly or indirectly to a sewer, at premises which are constructed or substantially renovated on or after the date that Section 7.4 comes into force, shall install, operate and properly maintain dental waste amalgam separator(s) in any piping system which is connected directly or indirectly to a sewer.

(3) Notwithstanding compliance with Subsection 7.4 (1) and 7.4 (2), all persons operating or carrying on the business of a dental practice shall comply with Schedule "A" and Schedule "B" of this by-law.

(4) All dental waste amalgam separators shall be maintained in good working order and according to the manufacturer's recommendations.

(5) A maintenance schedule and record of maintenance shall be submitted to the Designated Sewer Officer upon request for each dental amalgam separator installed.

(6) The operator of a dental clinic shall, for five years, keep the documents covering amalgam shipment.

## **10. HAULED WASTEWATER**

(1) No person shall discharge hauled wastewater to the wastewater works unless:

- (a) The carrier of the hauled wastewater operating as a waste management system has certificate of approval or provisional certificate of approval issued under the Environment Protection Act (Ontario) or is exempt from the requirement to have a certificate or provisional certificate of approval;
- (b) A copy of the most recent certificate of approval or provisional certificate and any amendment is provided to the Municipality and
- (c) The carrier meets all conditions for discharge that are or may be set from time to time with respect to the haulage of wastewater by the Municipality.

(2) No person shall discharge or permit the discharge of hauled wastewater:

- (a) At a location other than a hauled wastewater discharge location approved by the Municipality.
- (b) Without a manifest, in a form approved by the Designated Sewer Officer, completed and signed by the carrier and deposited in an approved location at the time of discharge.

(c) Without the use of a discharge hose placed securely in the discharge portal at the approved location.

## **11. HAULED WASTE**

- (1) No person shall discharge hauled waste to the wastewater works unless:
- (a) The carrier of the hauled waste operating as a waste management system has a certificate of approval or provisional certificate of approval issued under the Environment Protection Act or is exempt from the requirement to have a certificate or provisional certificate of approval;
  - (b) A copy of the most recent certificate or provisional certificate and any amendment of approval is provided to the Municipality;
  - (c) Hauled waste meets the conditions set out in the Environment Protection Act, as amended from time to time; and
  - (d) The carrier meets all conditions for discharge that are or may be set from time to time with respect to the haulage of waste by the Municipality.

(2) No person shall discharge or allow or cause hauled waste to be discharged into a Sewer, except at sites designated by the Designated Sewer Officer.

## **12. NON-CONTACT COOLING WATER**

- (1) The discharge of non-contact cooling water or uncontaminated water to a sanitary sewer from any residential property is prohibited. The discharge of non-contact cooling water or uncontaminated water to a sanitary sewer from industrial, commercial or institutional properties is permissible where:
- (a) In the case of a proposed building, no storm sewer exists adjacent to the building and no opportunity exists to discharge to yard drainage; or
  - (b) In the case of an existing building, no storm connection exists to the building.

## **13. WATER ORIGINATING FROM A SOURCE OTHER THAN THE MUNICIPAL WATER SUPPLY**

- (1) The discharge of water originating from a source other than the Municipality water supply, including storm water or groundwater, directly or indirectly to a sanitary sewer works is prohibited, unless:
- (a) The discharge is in accordance with a Waste Discharge Permit; and
  - (b) The discharge does not exceed the limits set out under Schedule B, with respect to biochemical oxygen demand, total phosphorus or total suspended solids; or
  - (c) In the event the discharge does exceed the limits set out under Schedule B, with respect to any of biochemical oxygen demand, total phosphorus or total suspended solids, the discharge is in accordance with an Extra Strength Surcharge Agreement.

## **14. SPILLS**

- (1) In the event of a spill to a wastewater works and/or storm sewer works, the person responsible or the person having the charge, management and control of the

spill shall immediately notify and provide any requested information with regard to the spill to:

- (a) If there is any immediate danger to human health and/or safety
  - (i) Spills Action Centre (1-800-268-6060)
- or,
- (b) If there is no immediate danger:
  - (i) the Township of Southgate by contacting the Designated Sewer Officer, and
  - (ii) the owner of the premises where the release occurred, and
  - (iii) any other person whom the person reporting knows or ought to know may be directly affected by the release.

(2) The person shall provide a detailed report on the spill to the Municipality, within five working days after the spill, containing the following information to the best of his or her knowledge:

- (a) Location where spill occurred;
- (b) Name and telephone number of the person who reported the spill and the location and time where they can be contacted;
- (c) Date and time of spill;
- (d) Material spilled;
- (e) Characteristics and composition of material spilled;
- (f) Volume of material spilled;
- (g) Duration of spill event;
- (h) Work completed and any work still in progress in the mitigation of the spill;
- (i) Preventive actions being taken to ensure a similar spill does not occur again; and
- (j) Copies of applicable spill prevention and spill response plans.

(3) The person responsible for the spill and the person having the charge, management and control of the spill shall do everything reasonably possible to contain the spill, protect the health and safety of citizens, minimize damage to property, protect the environment, clean up the spill and contaminated residue and restore the affected area to its condition prior to the spill.

(4) Nothing in this By-law relieves any persons from complying with any notification or reporting provisions of:

- (a) Other government agencies, including federal and provincial agencies, as required and appropriate for the material and circumstances of the spill;
- or,
- (b) Any other By-law of the Municipality.

(5) The Municipality may invoice the person responsible for the spill to recover costs of time, materials and services arising as a result of the spill. The person responsible for the spill shall pay the costs invoiced.

(6) The Municipality may require the person responsible for the spill to prepare and submit a spill contingency plan to the Municipality to indicate how risk of future incidents will be reduced and how future incidents will be addressed.

## 15. SEWER CONNECTIONS

15. (1) The Owner or Operator of a building which has a Rain Water Leader, Storm Water Leader and/or Ground Water Drainage System shall not connect or permit the Rain Water Leader, Storm Water Leader or Ground Water Drainage System to be connected, either directly or indirectly, to the Sanitary Sewer Connection, and shall instead conduct the Storm Water or Ground Water away from the building in such a way that the Storm Water and Ground Water will not accumulate at or near the building and will not adversely affect adjacent properties. Alternatively, Storm Water and Ground Water discharge can be connected to the storm service where available to the property.

(2) For the purposes of this section:

(a) "directly" means by any physical Connection or series of Connections between the Rain Water Leader, Storm Water Leader or Ground Water Drainage System and the Sanitary Sewer system; and

(b) "indirectly" means in any manner whatsoever whereby Storm Water or Ground Water enters the Sewage Works, and for greater certainty includes any situation where open joints in underground Sewer Connections on private property permit Storm Water or Ground Water to infiltrate the Sewage Works. This includes sump pumps.

(3) An Owner or Operator of a premise may request an inspection by the Township, at the cost of the Owner or Operator, by means of a dye test or closed circuit television inspection of any existing Sewer Connection.

(4) No direct or indirect interconnection between a private storm drain system and a Sanitary Sewer is permitted.

(5) The Ground Water Drainage System of every premise shall be installed and maintained by the Owner or Operator of the premise, at his /her/its sole expense.

(6) No Person shall construct, install or maintain, or cause or permit to be constructed, installed or maintained, drainage from any Rain Water Leader or Downspout that conveys Storm Water from a new free-standing building directly or indirectly to a Sanitary Sewer for the purpose of Storm Water drainage. Storm Water shall be discharged at a grade away from the building in such a manner that the Storm Water shall not accumulate at or near the building and shall not adversely affect adjacent properties. The Building code requires rain water leaders to be connected to the storm sewer, grade, or ditch where available.

### Sanitary Sewer Back-ups /Blockages

If a property connection is experiencing a sanitary sewer back-up or blockage the following procedure is to be followed:

1. Do not flush toilets or use drains until the sewer backup has been resolved.
2. Notify the Township as soon as possible

3. Township staff will investigate upstream and downstream sanitary sewer main line manholes for observations of water levels and debris. If this is the case, the Township will initialize flushing operations of the sewer main line.
4. If the sewer main line is clear and flowing as normal, the property owner will be responsible to contact a plumber. Call before you dig! Call Ontario One Call at 1-800-400-2255 to locate buried natural gas infrastructure, before snaking or rodding a sewer lateral is required.
5. If it is determined that the blockage is in the portion of the sanitary service located on private property, then the property owner is responsible to address the problem at their cost.
6. If the blockage is deemed to be on Township property, by way of measurement or video, the Township will be responsible for all costs of repair.
7. The property owner is responsible at their own cost, for all maintenance associated with their sewer lateral. Regular maintenance is strongly recommended in order to maintain a properly functioning sewer lateral. Grease removal, flushing of a slow running sewer lateral and removal/cutting of infiltrating tree roots are examples of regular maintenance.

## **16. AUTHORITY OF DESIGNATED SEWER OFFICER TO INVESTIGATE**

(1) The Designated Sewer Officer has the authority to carry out any inspection reasonably required to ensure compliance with this by-law, including but not limited to:

- (a) Inspecting, observing, sampling and measuring the flow in any private
  - (i) drainage system,
  - (ii) wastewater disposal system,
  - (iii) storm water management facility, and
  - (iv) flow monitoring point;
- (b) Determine water consumption by reading water meters;
- (c) Test flow measuring devices;
- (d) Take samples of wastewater, storm water, clear-water waste and subsurface water being released from the premises or flowing within a private drainage system;
- (e) Perform on-site testing of the wastewater, storm water, clear-water waste and subsurface water within or being released from private drainage systems, pretreatment facilities and storm water management facilities;
- (f) Collect and analyze samples of hauled wastewater coming to a discharge location;
- (g) Make inspections of the types and quantities of chemicals being handled or used on the premises in relation to possible release to a drainage system or watercourse;
- (h) Require information from any person concerning a matter;
- (i) Inspect and copy documents or remove documents from premises to make copies;
- (j) Inspect chemical storage areas and spill containment facilities and request

Material Safety Data Sheets (MSDS) for materials stored or used on site;

(k) Inspect the premises where a release of prohibited or restricted wastes or of water containing prohibited or restricted wastes has been made or is suspected of having been made, and to sample any or all matter that in his/her opinion could have been part of the release.

(2) No person shall hinder or prevent the Designated Sewer Officer from carrying out any of his/ her powers or duties.

#### 16.1 Responsibility for enforcement

Municipal By-Law Enforcement Officers appointed by the Township are authorized to enforce the provisions of this By-law.

#### 16.2 Power to inspect and take samples

In accordance with section 87 of the Municipal Act, 2001, and in accordance with Part 12 of this By-law, the municipality may enter on land, at reasonable times, to inspect the discharge of any matter into the sanitary sewage works of the municipality or into any other sewage system the contents of which ultimately empty into the municipal sanitary sewage works and may conduct tests and take samples for this purpose.

#### 16.3 Power of entry re-inspection

Pursuant to section 435 and 436 of the Municipal Act, 2001 any employee, officer or agent of the municipality or a member of the police force of the municipality, may without notice, and upon producing proper identification upon request, enter on land at any reasonable time for the purpose of carrying out an inspection, to determine whether this By-law, a direction or order of the municipality made under this by-law, a condition of a permit issued under this By-law , or an order made under Section 431 of the Municipal Act, is being complied with. The person exercising the power may be accompanied by a person under his or her direction.

#### 16.4 Power of entry – pursuant to an order

Where an employee, officer or agent of the municipality has made a reasonable attempt to obtain the occupier's consent to conduct an inspection and has been unable to exercise the powers of inspection under the authority of section 16.2 or 16.3, the municipality may, pursuant to section 438 of the Municipal Act, 2001 obtain an order authorizing the municipality to enter on land for the purpose of carrying out an inspection.

#### 16.5 Power of entry – dwelling unit

Despite section 13.2, a person exercising a power of entry on behalf of the municipality under this By-law shall not enter or remain in any room or place actually being used as a dwelling unless:

16.5.1 the consent of the occupier is obtained, the occupier first having been informed that the right of entry may be refused and, if refused, may only be made under the authority of an order issued under section 438, a warrant issued under section 439 or a warrant under section 386.3 of the Municipal Act, 2001;

16.5.2 an order issued under section 438 of the Municipal Act, 2001 is obtained;

16.5.3 a warrant issued under section 439 of the Municipal Act, 2001 is obtained;

16.5.4 a warrant issued under section 386.3 of the Municipal Act, 2001 is obtained;

16.5.5 the delay necessary to obtain an order under section 438, to obtain a warrant under section 439 or to obtain the consent of the occupier would result in an immediate danger to the health or safety of any person.

#### 16.6 Order to discontinue

Pursuant to section 444 of the Municipal Act, 2001, where the municipality is satisfied that a contravention of this By-law has occurred, the municipality may make an order requiring the person who contravened the by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity. The order shall set out,

16.6.1 reasonable particulars of the contravention adequate to identify the contravention and the location of the land on which the contravention occurred; and

16.6.2 the date by which there must be compliance with the order.

#### 16.7 Work order

Pursuant to section 445 of the Municipal Act, 2001, where the municipality is satisfied that a contravention of this By-law has occurred, the municipality may make an order requiring the person who contravened the by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to do work to correct the contravention. An order may require work to be done even though the facts which constitute the contravention of the by-law were present before the by-law making them a contravention came into force. The order shall set out:

16.7.1 reasonable particulars of the contravention adequate to identify the contravention and the location of the land on which the contravention occurred; and

16.7.2 the work to be done and the date by which the work must be done.

#### 16.8 Remedial action

Pursuant to section 446 of the Municipal Act, 2001, where the municipality has the authority under this By-law or under any Act to direct or require a person to do a matter or thing, in default of it being done by the person directed or



required to do it, the municipality may enter upon land at any reasonable time, to perform the work at the person's expense and may recover the costs from the person directed or required to do it, by action or by adding the costs to the tax roll.

## **17. DISCONNECTION OF SEWER**

(1) Where wastewater which:

- (a) Is hazardous or creates an immediate danger to any person;
- (b) Endangers or interferes with the operation of the wastewater collection system; or
- (c) Causes or is capable of causing an adverse effect;

is discharged to the wastewater collection system, the Designated Sewer Officer may, in addition to any other remedy available, disconnect, plug or seal off the sewer line discharging the unacceptable wastewater into the wastewater collection system or take such other action as is necessary to prevent such wastewater from entering the wastewater collection system.

(2) The wastewater may be prevented from being discharged into the wastewater collection system until evidence satisfactory to the Designated Sewer Officer has been produced to assure that no further discharge of hazardous wastewater will be made to the wastewater collection system.

(3) Where Public Works Manager takes action pursuant to subsection (1), the Designated Sewer Officer may by notice in writing advise the owner or occupier of the premises from which the wastewater was being discharged, of the cost of taking such action and the owner or occupier, as the case may be, shall forthwith reimburse the Township for all such costs which were incurred.

## **18. OFFENCES**

(1) Every person other than a corporation who contravenes any provision of this by-law is guilty of an offence and on conviction is liable, for every day or part thereof upon which such offence occurs or continues, to a fine of not more than \$25,000 for a first offence and \$100,000 for a second offence.

(2) Every corporation that contravenes any provision of this by-law is guilty of an offence and on conviction is liable, for every day or part thereof upon which such offence occurs or continues, to a fine of not more than \$250,000 for a first offence and not more than \$500,000 for a second offence.

## **19. ACCESS TO INFORMATION**

(1) All information submitted to and collected by the Municipality that is contained in plan summaries, reports, surveys, monitoring and inspection and sampling activities will, except as otherwise provided in this section, be available for disclosure to the public in accordance with the Freedom of Information and Protection of Privacy Act (Ontario).

(2) In the event that any person in submitting information to the Municipality, as

required under this article, where such information is confidential or proprietary or otherwise, may be exempt from disclosure under the Freedom of Information and Protection of Privacy Act (Ontario), the person submitting the information shall so identify that information upon its submission to the Municipality or the Municipality and where such information is confidential or proprietary or otherwise, may be exempt from disclosure.

(3) The Designated Sewer Officer shall have access to information contained in the Certificate of Approval (or Environmental Compliance Approval (ECA)) of any wastewater dischargers to the Municipal sewer system.

## **20. HINDER/OBSTRUCT OFFICER**

No person shall hinder or otherwise obstruct, nor attempt to hinder or obstruct, either directly or indirectly, an Officer, employee and/or agent of the Municipality in the lawful exercise of a power or duty under this by-law.

## **21. REPEAL PREVIOUS BY-LAW**

This By-law when placed into force repeals By-law 13-2011.

## **22. SEVERABILITY**

It is hereby declared that each and every of the foregoing provisions of this by-law is severable and that if any provisions of this by-law should, for any reason, be declared invalid by any Court, it is the intention and desire of this Council that each and every of the then remaining provisions hereof shall remain in full force and effect.

## **23. SHORT TITLE**

This by-law shall be referred to as the "Township of Southgate Sewer Use By-law."

## **24. EFFECTIVE DATE**

This By-law shall come into force and effect on the day of its passing thereof.

**Read a first, second, and third time and finally passed this 16<sup>th</sup> day of June 2021.**

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**John Woodbury – Mayor**

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**Lindsey Green - Clerk**

**Township of Southgate Sewer Use By-law**  
**SCHEDULE "A" PROHIBITED WASTES**

A. No person shall discharge directly or indirectly or deposit or cause or permit the discharge or deposit of wastewater into a sanitary sewer, municipal or private sewer connection to any sanitary sewer works in circumstances where:

(1) To do so may cause or result in:

- (a) A health or safety hazard to a person authorized by the Municipality to inspect, operate, maintain, repair or otherwise work on a wastewater works;
- (b) An offence under the Environmental Protection Act (Ontario) as amended from time to time, or any regulation made thereunder from time to time;
- (c) Wastewater sludge from the wastewater treatment facility works to which either wastewater discharges, directly or indirectly, to fail to meet the objectives and criteria as listed in the Environmental Protection Act (Ontario) as amended from time to time;
- (d) Interference with the operation or maintenance of a wastewater works, or which may impair or interfere with any wastewater treatment process;
- (e) A hazard/damage to any person, animal, property, infrastructure or vegetation;
- (f) An offensive odour to emanate from wastewater works, and without limiting the generality of the foregoing, wastewater containing hydrogen sulphide, carbon disulphide, other reduced sulphur compounds, amines or ammonia in such quantity as may cause an offensive odour;
- (g) Damage to wastewater works;
- (h) An obstruction or restriction to the flow in wastewater works.

(2) The wastewater has two or more separate liquid layers.

(3) The wastewater contains:

- (a) Hazardous substances;
- (b) Combustible liquid;
- (c) Biomedical waste, including any of the following categories: human anatomical waste, animal waste, untreated microbiological waste, waste sharps and untreated human blood and body fluids known to contain viruses and agents listed in "Risk Group 4" as defined in "Laboratory Biosafety Guidelines" published by Health Canada, dated, 2004, as amended.
- (d) Specified risk material for bovine spongiform encephalopathy as defined in the federal Fertilizers Regulations (C.R.C., c. 666), as amended from time to time, including material from the skull, brain, trigeminal ganglia, eyes, tonsils, spinal cord and dorsal root ganglia of cattle aged 30 months or older, or material from the distal ileum of cattle of all ages.
- (e) Dyes or colouring materials which may or could pass through a wastewater works and discolour the wastewater works effluent;
- (f) Fuel;
- (g) Ignitable waste.
- (h) Pathological waste.
- (i) PCBs.
- (j) Pesticides which are not otherwise regulated in this by-law.

- (k) Reactive waste.
  - (l) Toxic substances which are not otherwise regulated in this By-law.
  - (m) Waste radioactive substances in excess of concentrations greater than those specified for release to the environment under the *Nuclear Safety and Control Act* and Regulations or amended versions thereof.
  - (n) Solid or viscous substances in quantities or of such size to be capable of causing obstruction to the flow in a sewer, including but not limited to ashes, bones, cinders, sand, mud, soil, straw, shaving, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, animal parts or tissues, and paunch manure.
- (4) The wastewater contains a concentration, expressed in milligrams per litre, in excess of any one or more of the limits in Schedule "B" of this By-law, unless:
- (a) The discharge is in accordance with a valid Sanitary Discharge Agreement, Extra Strength Surcharge Agreement or compliance program;
  - (b) The discharge is authorized in a Code of Practice approved by the Municipality;
  - (c) All requirements of Section 7 Additional Requirements have been fully satisfied.

**Township of Southgate Sewer Use By-law  
SCHEDULE "B" RESTRICTED WASTES  
SANITARY SEWER DISCHARGES**

**Table A - CONVENTIONAL CONTAMINANTS and PHYSICAL PARAMETERS**

<b>Substance</b>	<b>Concentration Limit– [mg/L, except as noted]</b>
Biochemical Oxygen Demand	300
Chemical Oxygen Demand	600
Oil and grease - animal and vegetable	150
Oil and grease - mineral and synthetic/ hydrocarbon	15
Total Suspended Solids	300
pH	6.0 - 10.5 (unitless)
Temperature	60 Degrees Celsius

**Table B - ORGANIC CONTAMINANTS**

<b>Substance</b>	<b>Concentration Limit– [mg/L, except as noted]</b>
Benzene	0.01
Chloroform	0.04
Dichlorobenzene (1,2-)	0.05
Dichlorobenzene (1,4)	0.08
Ethylbenzene	0.06
Hexachlorobenzene	0.0001
Methylene chloride (dichloromethane)	0.09
PCBs (chlorobiphenyls)	0.004
Phenols, Total (or Phenolic compounds)	0.1
Tetrachloroethane (1,1,2,2 - )	0.06
Tetrachloroethylene	0.06
Toluene	0.02
Trichloroethylene	0.05
Xylenes, total	0.3

**Table C - INORGANIC CONTAMINANTS**

<b>Substance</b>	<b>Concentration Limit– [mg/L, except as noted]</b>
Arsenic, total	1.0
Cadmium, total	0.7
Chromium, total	3.0
Cobalt, total	5.0

Copper, total	2.0
Cyanide, total	1.2
Lead, total	3.0
Mercury	0.10
Molybdenum, total	5.0
Nickel, total	2.0
Nitrogen, Total Kjeldahl	50
Phosphorus, total	10
Selenium, total	2.0
Silver, total	1.0
Sulphide (as H <sub>2</sub> S)	1.0
Zinc, total	0.0

**Township of Southgate Sewer Use By-law**  
**APPENDIX "A"**  
**DISCHARGE APPLICATION**  
**AND DISCHARGE PERMIT FORMS**

**Form #1 Abbreviated Discharger Information Report**  
**The Municipality of the Township of Southgate Sewer Use Program**

The completion of this form is required by all dischargers to sewage works under By-law 2021-090 addressing sewer use in the Municipality of the Township of Southgate.

\*\*If you have any questions on the form, please call 519-923-2110

The completed form is to be forwarded to:

Attention: Designated Sewer Officer, Municipality of the Township of Southgate,  
185667 Grey Road 9, Dundalk, Ontario N0C 1B0

Please print clearly while completing the form.

<b>The Abbreviated Discharger Information Report</b>	
1	<b>Name of Company</b>
2	<b>Address of Company</b>  Phone: Fax:
3.	<b>Owner of property</b> (if different from Company listed above)  Phone: Fax:
4	<b>Brief Description of Product or Service</b>
5	<b>Brief Description of the Process(es) used in the Manufacturing or Servicing</b>

6	<b>'Are there' or 'Will there be' any of the following wastewater discharges from the description as provided in #5?</b>	
	Process wastewater	Yes / No
	Non-contact cooling water	Yes / No
	Other sources of wastewater (other than sanitary) (if yes, brief description)	Yes / No
7	<b>Does the site have any existing connections to the following sewers?</b>	
	sanitary Yes / No	
	storm Yes / No	
8	Location of Process units?	Inside / Outside / Outside but covered
	Storage of raw materials?	Inside / Outside / Outside but covered
	Storage of intermediate products?	Inside / Outside / Outside but covered
	Storage of final products?	Inside / Outside / Outside but covered
9	<b>Does the site have any of the following programs in place to address discharges to the sewer system?</b>	
	Pollution Prevention	Yes / No
	Best Management Plan	Yes / No
	Environmental Management System	Yes / No
	Other program / practices	Yes / No
Date form completed: Name and Title of Company Representative:		
Signature of Authorized Company Representative		
Note: Completion of the "Complete Discharger Information Report" may be required based on this report and/or subsequent verification of the site by the Municipality.		
For Municipality use only - date completed form received:		



## Form #2 Detailed Discharger Information Report

### The Municipality of the Township of Southgate Sewer Use Program

The completion of this form by dischargers to the sewage works is required under certain circumstances by By-law 2021-090 addressing sewer use in the Municipality of the Township of Southgate.

\*\*If you have any questions on the form, please call 519-923-2110

The completed form is to be forwarded to:

Attention: Designated Sewer Officer, the Municipality of the Township of Southgate,  
185667 Grey Road 9, Dundalk, Ontario N0C 1B0

Please note the following:

Print clearly while completing the form.

Additional information and attachments - are required.

Indicate what material has been attached to ensure that the municipality is aware of all the information provided.

<b>The Detailed Discharger Information Report</b>	
1	<b>Name of Company</b>
2	<b>Address of Company</b>  Phone: Fax:
3.	<b>Owner of property</b> (if different from Company listed above)  Phone: Fax:
4	<b>General Site Operation Information</b>  Number of Employees involved in plant:                      office:                      other:                      Total:  Number of Shifts per day:                      Number of operating days per week:
5	<b>Description of Product(s) or Service</b>  Include Standard Industrial Code (SIC) - state if SIC is Canadian or American

6	<p><b>Description of the Process(es) used in the Manufacturing or Servicing</b></p> <p>Include characteristics such as Batch (how many per time period), Continuous, or Both (explanation to be provided), Seasonal Production Cycles, Specific Clean-up Periods and Clean-up Activities, Production Rates</p>
7	<p><b>Average Daily Water Use and Sources</b></p> <p>Municipal Supply                      Yes / No _____m3/day Estimated or Measured  Surface Water**                      Yes / No _____m3/day Estimated or Measured  Groundwater*                      Yes / No _____m3/day Estimated or Measured  Other sources**                      Yes / No _____m3/day Estimated or Measured</p> <p>If flow rate varies significantly provide peak flow rates per day and month and explanation.</p> <p>* Provide copy of the Permit to Take Water [<i>or other documentation per relevant jurisdictional requirements</i>]</p> <p>** If 'Yes' - provide explanation as an attachment.</p>
8	<p><b>Discharge Points from Site</b></p> <p>List all liquid effluent discharge points from the site and average daily flow for each point in cubic metres per day of sanitary, noncontact cooling water, process wastewater, contact cooling water and other discharge water to the sanitary sewer, combined sewer, storm sewer, groundwater, surface water, evaporation losses (if applicable), and percent of water in final manufactured product (if significant and applicable to the site).</p> <p>For example: process wastewater from manufacturing line to sanitary sewer at an average daily flow of 200 m3/day (measured)</p>
9	<p><b>Known Characteristics of Discharges</b></p> <p>Provide existing data on the chemical composition and constituent concentrations of the discharges listed above in #8</p>
10	<p><b>Physical Layout</b></p> <p><input type="checkbox"/> Provide sketch of property (to scale or approximate) showing buildings, pretreatment works, property boundaries, effluent lines, and connections to sanitary, combined and storm sewers.</p> <p><input type="checkbox"/> Please identify sewers as listed on the Parameter Information Form as completed above.</p> <p><input type="checkbox"/> Layout may be attached as separate document - leave note to indicate submission with this form.</p> <p><input type="checkbox"/> A flow diagram of the site flows/processes is also required.</p>

11	<b>Generation Registration Information</b> Provide any Generator Registration Numbers that the site under the requirements of the governing jurisdiction [ <i>Note to By-law Author: for example, Ontario Regulation 347 under the Environmental Protection Act</i> ]
12	<b>Extra Strength Surcharge Agreements (ESSA)</b>  Does the site have an existing ESSA with the Municipality?      Yes / No Did the site previously have an ESSA with the Municipality?      Yes / No  If yes, to either question – Attach a copy of each agreement to this form.
13	<b>Pretreatment of Discharges Prior to Discharge</b>  Does the site have any pretreatment systems for process effluents prior to discharge to the sewer system? Yes / No  If yes – attach copy of each to the form and explanation for implementation.
14	<b>Does the site have any of the following programs addressing discharges to the sewer system in place?</b> Pollution Prevention      Yes / No Best Management Plan      Yes / No Environmental Management System      Yes / No Water Conservation      Yes / No Other program / practices      Yes / No  If yes - attach copy of each to the form and explanation for implementation.
Date form completed:  Name and Title of Company Representative:  Signature of Authorized Company Representative:	
The information submitted in this form may subject to verification by the municipality:          For Municipality use only    Date completed form received: Date information verified/approved:	

## **Form #3 Municipality of the Township of Southgate Waste Discharge Permit**

Under the provisions of the Municipality of the Township of Southgate Sewer Use By-law No. 2021-090, \_\_\_\_\_ hereinafter referred to as the Permittee, is authorized to discharge Non-Domestic Waste to the Sanitary located at \_\_\_\_\_.

This Waste Discharge Permit, hereinafter referred to as the "Permit", has been issued under the terms and conditions, including definitions, prescribed in the Municipality of the Township of Southgate Sewer Use By-law 2021-090 hereinafter referred to as the "By-law".

This Permit sets out the standard conditions, engineering units, and the requirements for emergency procedures.

### **A. STANDARD CONDITIONS**

1. Except as otherwise provided in this Permit, all terms and conditions stipulated in the By-law shall apply to this Permit.
2. The terms and conditions of this Permit may be amended by the Municipality pursuant to the By-law.

### **B. MAINTENANCE AND OPERATION OF WORKS AND PROCEDURES**

Wastewater control works and procedures associated with maintaining the discharge criteria and/or the monitoring requirements specified in the Permit shall be employed at all times during the discharge of industrial/commercial wastes to sewer. All such works and procedures shall be inspected regularly and maintained in good working condition.

### **C. EMERGENCY PROCEDURES**

In the event of an emergency or condition which prevents the continuing operation of any wastewater works or procedures designated by this Permit or results or may result in a violation of any discharge criteria specified in this Permit, the Permittee shall notify the Municipality at 519-378-3777 (24 hours) at the first available opportunity and shall undertake appropriate remedial action as soon as possible.

### **D. BY-PASSES**

The discharge of wastes which by-pass any wastewater works, or which are not in accordance with procedures designated by the Permit, is prohibited unless prior approval of the Municipality is obtained and confirmed in writing.

### **E. DISCHARGE MONITORING**

1. Discharge measurement, sampling, analysis, and reporting shall be undertaken by the Permittee when required by the Designated Sewer Officer. The Designated Sewer Officer may also undertake audit sampling, at the Designated Sewer Officer's discretion.

## F. pH MONITORING

Enforcement of pH levels, as listed in this Permit, shall be based on grab samples. The Permittee should be aware that pH levels measured in a Composite Sample [if required] will provide an average pH of the waste stream and will not indicate the total range of pH in the effluent. The Permittee is encouraged to do periodic grab sample pH analyses to ensure permit compliance.

## G. DISCHARGE SAMPLING AND ANALYSES

The Permittee shall carry out the following sampling and analysis program, to commence on \_\_\_\_\_.

### 1. Continuous Discharges

(a) Effective \_\_\_\_\_, the Permittee shall measure or estimate, using an approved flow monitoring device(s) or method(s), the daily discharge for each sampling location during each month of operation. The following information shall be recorded for each sampling location:

Total flow for the month (m3)  
Number of operating days during the month  
Average daily flow for the month (m3/day)  
Maximum daily flow for the month (m3/day)

### 2. Continuous and Batch Discharges

(a) Composite Samples – A 24 hour [if facility operates 24 hours per day] or 8 hour [if facility operates 8 hours per day] composite sample shall be taken by the discharger using sampling equipment installed in the monitoring access point(s), or other sample point(s) approved by the Designated Sewer Officer at the following frequency: \_\_\_\_\_. The Discharge flow for the periods that the Composite Sample(s) [if required] are collected shall be recorded. *[If the Industry does not have a composite sampler or samplers available to be installed in the monitoring access point(s), the Municipality will use its own composite sampling equipment to collect required samples and may recover costs of sample collection from the Industry.]*

Composite Sample(s) shall be analyzed for the following parameters:

*[insert parameters]*

(b) One grab sample shall be collected from each monitoring access point(s), or other sample point(s) approved by the Designated Sewer Officer during normal facility operating hours, and at the time of day approved by the Designated Sewer Officer, at the following frequency: \_\_\_\_\_. The sample date and time shall be recorded.

Grab Sample(s) shall be analyzed for the following parameters:

*[insert parameters]*

### 3. Sample Analysis

All sampling, measurements, tests and analyses of waste discharges shall be carried out in accordance with the latest edition of STANDARD METHODS, or an alternate method approved by the Designated Sewer Officer. Samples shall be submitted for analysis to an ACCREDITED LABORATORY, at the expense of the discharger, unless other arrangements have been approved by the Designated Sewer Officer. The owner shall supply hard copies of the results of the analysis to the Designated Sewer Officer in a format acceptable to the inspector within the time specified by the inspector.

### H. LOCATION OF APPROVED SAMPLE POINTS

The approved sample points are as follows and as shown on the attached schematic of approved sample points and treatment processes. Sample point \_\_\_\_\_ is considered to be the point of discharge to sewer.

SAMPLE POINT NO. DESCRIPTION

Sample Point 1 \_\_\_\_\_

Sample Point 2 \_\_\_\_\_

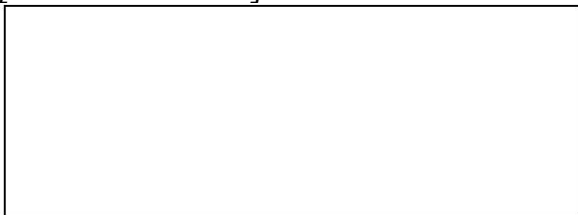
### PHOTOGRAPH OF APPROVED SAMPLING POINT SUPPLIED BY PERMITTEE

#### I. AUTHORIZED DISCHARGE CHARACTERISTICS

##### 1. Authorized Rate of Discharge

The Permittee shall not exceed the following:

*[insert flow rates]*



##### 2. Authorized Discharge Criteria

This Permit sets out requirements for the quantity and quality of the discharge of Non-Domestic Wastewater from a \_\_\_\_\_. Where a compliance program has been specified, existing works or procedures must be maintained in good operating condition and operated in a manner to minimize the discharge of contaminants during the interim period until the new works have been installed.

a) The Permittee shall not discharge prohibited waste, as defined in Schedule "A" of the By-law.

b) The Permittee shall not discharge restricted waste, as defined in Schedule "B" of the By-law with the following exceptions:

*[insert Parameter Authorized Range or Maximum Concentration]*  
Compliance with the above-noted exceptions is to be achieved by:

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c) The Permittee shall not discharge storm water or cooling water into the sanitary sewer system.

## **J. AUTHORIZED WORKS AND PROCEDURES**

This Permit sets out the waste sources, works and procedures for the authorized discharges to sewers. The Designated Sewer Officer may require that further works be installed if the existing works, in his opinion, do not provide an acceptable level of treatment. New works or alterations to existing works must be approved, in principle, by the Designated Sewer Officer.

New waste sources must be authorized, in writing, by the Designated Sewer Officer.

The authorized waste sources, works and procedures to treat and/or control the waste discharge are:

### **SOURCE COMPLETION DATE WORKS & PROCEDURES**

1. \_\_\_\_\_
2. \_\_\_\_\_

## **K. REPORTING REQUIREMENTS FOR WASTE DISCHARGE PERMIT**

The Permittee is required to submit the following reports to the Designated Sewer Officer:

a) The Permittee shall submit the results of effluent sampling (as required by the Designated Sewer Officer) to the Designated Sewer Officer at the following frequency *[insert frequency]*.

b) By not later than \_\_\_\_\_, the Permittee shall submit a written report outlining the specifications of the flow monitoring device or method used to determine the discharge flow rate.

c) Additional reporting shall be undertaken by the Permittee when required by the Designated Sewer Officer. *[i.e. insert reporting requirements for compliance programs, status on pollution prevention activities, etc.]*

## **Township of Southgate**

### **Administration Office**

185667 Grey Road 9, RR 1  
Dundalk, ON N0C 1B0

**Phone:** 519-923-2110

**Toll Free:** 1-888-560-6607

**Fax:** 519-923-9262

**Web:** [www.southgate.ca](http://www.southgate.ca)

## **Staff Report CAO2021-048**

**Title of Report:** Community Safety & Well-Being Plan Municipal Agreement  
Approval Report

**Department:** Administration

**Council Date:** June 16, 2021

### **Council Recommendation:**

**Be it resolved that Council** receive staff report CAO2021-048 as information; and

**That** Council approve the Community Safety and Well-Being Plan Municipal Agreement as presented; and

**That** Council consider approving the Community Safety and Well-Being Plan Municipal Agreement by Municipal By-law 2021-086.

### **Background:**

The Ministry of Community Safety and Correctional Services started in 2013 with stakeholder engagement across Ontario to develop the provincial approach to Community Safety and Well-Being. Municipalities must form multiple partnerships to align policies and programs in all sectors through the Community Safety and Well-Being Plan process. It will require collaborative planning to develop local community safety and well-being plans that will deal with social development, crime prevention and risk intervention. This will be a shared responsibility by all members of the community requiring community partners to work together to address their collective goal. It will require breaking down existing silos and developing strategies, programs and services to help minimize risk factors and improve the overall well-being of our communities. The goal of the plan is to develop effective crime prevention methods that will improve the quality of life for everyone in the community.

The Ministry benefits are wide-ranging, and will impact individuals, the broader community, and participating partner agencies and organizations through the following:

- Enhanced communication and collaboration among sectors, agencies and organizations;
- Stronger families and improved opportunities for healthy child development;
- Healthier, more productive individuals that positively contribute to the community;
- Increased understanding of and focus on priority risks, vulnerable groups and neighbourhoods;



- Transformation of service delivery, including realignment of resources and responsibilities to better respond to priority risks and needs;
- Increased engagement of community groups, residents and the private sector in local initiatives and networks;
- Enhanced feelings of safety and being cared for, creating an environment that will encourage newcomers to the community;
- Increased awareness, coordination of and access to services for community members and vulnerable groups;
- More effective, seamless service delivery for individuals with complex needs;
- New opportunities to share multi-sectoral data and evidence to better understand the community through identifying trends, gaps, priorities and successes; and
- Reduced investment in and reliance on incident response.

The planning process to understand the four areas to ensure local plans are as efficient and effective as possible in making communities safer and healthier are the following:

1. Social Development;
2. Prevention;
3. Risk Intervention; and
4. Incident Response.

This approach to Community Safety and Well-Being Planning allows municipalities to take a leadership role in defining and addressing priority risks in their community through proactive, integrated strategies that ensure vulnerable populations receive the help they need from the providers best suited to support them. The following topics will be the critical success factors to be taken into consideration when developing a plan:

1. Strength-Based;
2. Risk-Focused;
3. Awareness and Understanding;
4. Highest Level Commitment;
5. Effective Partnerships;
6. Evidence and Evaluation; and
7. Cultural Responsiveness.

On November 12, 2020 the Bruce-Grey CSWBP was presented to Grey County Council. Southgate received CSWBP delegation at our December 16, 2020 where the Bruce-Grey CSWBP staff presented the plan, progress and goals of project to our Township Council. This was an opportunity to learn about the development of the CSWBP and how it will be implemented and supported in Grey County and specifically Southgate.

Staff recommend that Council approve the CSWBP Agreement Bruce County, Grey County and all the lower tier municipal partners in Bruce and Grey Counties that are participating in this agreement.

### **Staff Comments:**

The purpose of this staff report is to seek approval of the Bruce-Grey Community Safety and Well-Being Plan (CSWBP) Implementation Agreement. A copy of the Bruce Grey CSWBP Agreement is included with the By-law. This agreement is required because the province has required by Act that we create a CSWBP with the following requirements that this agreement addresses:

1. To prepare and adopt a Community Safety and Well-Being Plan;
2. That municipal councils appoint an advisory committee and requirements as members to comply with the Act;
3. That municipalities take a collaborative approach to develop a CSWBP through a partnership agreement and work together to create a CSWBP; and
4. That each partner approve the CSWBP Agreement, commit to a continued collaborative approach to implement the Plan and to make use of existing relationships with partnering organizations by sharing resources.

The details in this agreement is to establish the areas of responsibility of the County and lower tier municipalities being:

- To implement the Plan by contracting a CSWBP Co-ordinator position to develop initiatives and strategies that address the priority risk areas shared across all municipalities.
- Grey County contributed \$55,000.00 on behalf of the Grey municipalities to fund the CSWBP Co-ordinator position to assist with the implementation of the Plan.
- To establish the municipal roles to support the initiatives, programs, tasks or projects at the local level as identified in the Plan.
- Agree to jointly appoint an advisory committee to be known as the Bruce-Grey Community Safety and Well-Being Advisory Committee.
- Committee shall be comprised of Members representing the sectors of Child/Youth, Community and Social Services, Education, Health and Mental Health, Police Services and other service agencies.
- Grey County shall each be entitled to nominate up to two (2) members to the committee.
- The agreement may be terminated by not less than ninety (90) days prior notice in writing to the other parties to this Agreement.
- Agreement shall be reviewed by the parties at least once prior to March 31<sup>st</sup> each year to determine whether any changes are required for the implementation or funding of the Plan.

It is also important to note that CSWBP Steering Committee has appointed Tanya Roberts as the new Community Safety and Well-Being Planning Coordinator. Tanya replaces Sarah Crowley who was hired as a consultant to develop the plan.

### **Financial Impact or Long Term Implications**

There is no financial impact to the municipality as a result of this report in the 2021 budget as our cost of developing the plan will be covered by the Grey County funds. The cost of implementing and supporting the plan in future years is assumed to be covered by Grey County at this time. However, Southgate will need to consider costs to hold community meetings, round table committees and staff time to develop plans and programs to address our specific issues identified in the CSWBP.

### **Communications & Community Action Plan Impact:**

This report has been written and presented to Council to communicate accurate information to the public.

### **Goal 3 - Promoting Health Services and Housing Choices**

#### **Action 3:**

The residents and businesses of Southgate envision a caring community which meets the needs of all ages and incomes for a healthy and comfortable life, even as our population grows and changes.

#### **Strategic Initiatives:**

**3-C** - The Township will have worked with the County, Public Health, Police, and other agencies to develop a profile of the Southgate population in 10-15 years time, and to develop a shared image of the health, housing, and social support services that will be required by that time.

### **Concluding Comments:**

1. That Council receive this staff report as information.
2. That Council approve the CSWBP Agreement municipal By-law.

Respectfully Submitted,

**CAO approval:** Original Signed By

Dave Milliner – CAO

[dmilliner@southgate.ca](mailto:dmilliner@southgate.ca)

519-923-2110 x210

**The Corporation of the Township of Southgate**

**By-law number 2021-086**

being a by-law to authorize the entering into an agreement  
for the implementation of a joint Community  
and Safety Well-Being Plan

**Whereas** the Municipal Act, 2001, Chapter 25, as amended, Section 5 (3), states that municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

**Whereas** Section 8 of the Municipal Act, 2001, Chapter 25, as amended, provides that a municipality has the authority to govern its affairs as it considers appropriate and enables the municipality to respond to municipal issues; and

**Whereas** Section 9 of the Municipal Act, 2001, Chapter 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

**Whereas** Section 143 (1) and (2) of the Police Service Act, R.S.O. 1990, C. 3, Sched. 1, as amended, requires all applicable municipalities to prepare and adopt a community safety and well-being plan, that may be prepared individually or jointly in consultation with other municipal councils; and

**Whereas** the Council of the Corporation of the Township of Southgate entered into an agreement to develop a joint Community Safety and Well-Being Plan with Grey and Bruce Counties and participating lower tier municipalities; and

**Whereas** the Council of the Corporation of the Township of Southgate is desirous of entering into an agreement to implement the joint Community and Safety Well-Being Plan,

**Now therefore be it resolved that** the Council of the Corporation of the Township of Southgate hereby enacts as follows:

1. **That** the agreement for the implementation of a joint Community and Safety Well-Being Plan attached hereto as Schedule A, is hereby ratified and confirmed; and
2. **That** the Mayor and the Clerk are authorized and directed to sign the agreement of behalf of the Council of the Corporation of the Township of Southgate; and
3. **That** this by-law shall come into force and take effect upon the final passing hereof.

**Read a first, second and third time and finally passed this 16<sup>th</sup> day of June, 2021.**

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**Mayor – John Woodbury**

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**Clerk – Lindsey Green**

**Schedule A to By-Law**

**This Agreement made as of this \_\_\_\_ day of \_\_\_\_\_ 2021**

**Between**

**The Corporation of The County of Bruce  
(hereinafter referred to as “Bruce County”)**

**Of the First Part**

**-And-**

**The Corporation of The County of Grey  
(hereinafter referred to as “Grey County”)**

**Of the Second Part**

**-And-**

**The Corporation of The Municipality of Arran-Elderslie  
(hereinafter referred to as “Arran-Elderslie”)**

**The Corporation of The Municipality of Brockton  
(hereinafter referred to as “Brockton”)**

**The Corporation of The Township of Huron-Kinloss  
(hereinafter referred to as “Huron-Kinloss”)**

**The Corporation of The Municipality of Kincardine  
(hereinafter referred to as “Kincardine”)**

**The Corporation of The Town of Saugeen Shores  
(hereinafter referred to as “Saugeen Shores”)**

**The Corporation of The Municipality of South Bruce  
(hereinafter referred to as “South Bruce”)**

**The Corporation of The Municipality of Northern Bruce Peninsula  
(hereinafter referred to as “Northern Bruce Peninsula”)**

**The Corporation of The Town of South Bruce Peninsula  
(hereinafter referred to as “South Bruce Peninsula”)**

**(all of which shall be collectively referred to as the “Bruce  
municipalities”)**

**Of the Third Part**

**The Corporation of The Township of Chatsworth  
(hereinafter referred to as “Chatsworth”)**

**The Corporation of The Township of Georgian Bluffs  
(hereinafter referred to as “Georgian Bluffs”)**

**The Corporation of The Township of Grey Highlands  
(hereinafter referred to as “Grey Highlands”)**

**The Corporation of The Town of Hanover  
(hereinafter referred to as “Hanover”)**

**The Corporation of The City of Owen Sound  
(hereinafter referred to as “Owen Sound”)**

**The Corporation of The Township of Southgate  
(hereinafter referred to as “Southgate”)**

**The Corporation of The Town of Blue Mountains  
(hereinafter referred to as “Blue Mountains”)**

**The Corporation of The Municipality of West-Grey  
(hereinafter referred to as “West Grey”)**

**(all of which shall be collectively referred to as “the Grey  
municipalities”)**

#### **Of the Fourth Part**

Whereas section 143(1) and (2) of the *Police Services Act*, R.S.O. 1990, c. 3, Sched. 1, as amended (the “Act”) requires all applicable municipalities to prepare and adopt a community safety and well-being plan, that may be prepared individually or jointly in consultation with other municipal councils (the “Plan”);

And Whereas section 145(2) and (3) of the Act requires that municipal councils appoint an advisory committee and stipulates required categories for members;

And Whereas the parties to this Agreement had committed to a collaborative approach to developing the required CSWBP and each party had signed a partnership agreement that allowed the parties to work together to create a CSWBP;

And Whereas each of the municipal partners has now approved the CSWBP; the parties to this Agreement are committed to a continued collaborative approach to implement the Plan and to make use of existing relationships with partnering organizations and to effectively sharing resources;

Now Therefore This Agreement Witnesseth That the parties hereto covenant and agree with the other as follows:

1. The Bruce municipalities and the Grey municipalities authorize Bruce County and Grey County to spearhead the implementation of the Plan by contracting with a Co-ordinator to develop initiatives and strategies to address the priority risk areas shared across all municipalities.

2. The role of Bruce County and Grey County will be to facilitate the process for regional initiatives or strategies. The role of the Bruce municipalities and the Grey municipalities shall be to support any initiatives, programs, tasks or projects at the local level as identified in the Plan.
3. The Bruce municipalities have each contributed the amount of \$5,000.00, Bruce County has contributed \$10,000.00 and Grey County contributed \$55,000.00 on behalf of the Grey municipalities to fund the Co-ordinator position to assist with the implementation of the Plan and accompanying appendices for the 2021 year, which additional funding to be reviewed annually.
4. The parties to this Agreement hereby agree to jointly appoint an advisory committee to be known as the Bruce-Grey Community Safety and Well-Being Advisory Committee (the "Committee"). The Committee shall be governed in accordance with the Terms of Reference attached hereto as Schedule "A".
5. The Committee shall be comprised of Members representing the sectors of Child/Youth, Community and Social Services, Education, Health and Mental Health, Police Services and other service agencies. Specifically, the Committee shall include a representative from the following categories of organizations:
  1. A person who represents,
    - i. a local health integration network for a geographic area in which the municipality is located, as determined under the Local Health System Integration Act, 2006, or
    - ii. an entity that provides services to improve the physical or mental health of individuals in the community or communities.
  2. A person who represents an entity that provides educational services in the municipality.
  3. A person who represents an entity that provides community or social services in the municipality, if there is such an entity.
  4. A person who represents an entity that provides community or social services to children or youth in the municipality, if there is such an entity.
  5. A person who represents an entity that provides custodial services to children or youth in the municipality, if there is such an entity.
  6. An employee of the municipality or a member of the municipal council.
  7. A person who represents the police services board of the municipality, if applicable,
    - 7.1 A chief of police of a police force that provides police services in the area or his or her delegate, or the commander of the detachment of the Ontario Provincial Police that provides policing in the area, or his or her delegate if the Detachment Commander is unavailable, if applicable.

8. Any other prescribed persons.
6. The Bruce municipalities, the Grey municipalities, Bruce County and Grey County shall each be entitled to nominate up to two (2) members, aside from any individual appointed pursuant to the preceding paragraph, to the Committee to fulfill the categories enumerated entities in section 145(3)(6), (7), (7.1) and (8) of the Act. These appointments shall be attached hereto as Schedules "B" through "T" respectively.
7. The parties hereto agree that where possible, individuals that sit on multiple boards or that provide policing services to more than one municipality should be given first consideration when making appointments to ensure efficiency of communication and to ensure adequate resources are available.
8. In the event that any of the Bruce municipalities, Grey municipalities, Bruce County or Grey County amends an appointment to the Committee, the municipality seeking the appointment shall provide a copy of the amended Schedule and authorizing resolution to the Clerks of all the other municipalities, and each Clerk shall hereby be authorized to substitute the amended Schedule. It is hereby agreed that this Agreement shall remain in full force and effect regardless of any changes or amendments to Schedules "B" through "T".
9. The Committee shall alternate locations between the counties of Grey and Bruce having regard for the distance to be travelled by all members of the Committee, and shall make use of remote meetings when possible.
10. This Agreement shall continue in force from the date hereof, unless terminated by not less than ninety (90) days prior notice in writing to the other parties to this Agreement by the party desiring to terminate this Agreement. If such termination is provided by one party, the Agreement shall remain in full force and effect as between all other remaining parties.
11. This Agreement shall be reviewed by the parties at least once prior to March 31 in each year to determine whether any changes are required for the implementation or funding of the Plan. In the event that no changes are required, this Agreement shall remain in full force and effect until such time as terminated in accordance with paragraph 9 above.
12. This Agreement and everything contained herein shall enure to the benefit of and be binding upon the parties hereto, their successors and assigns.



13. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original agreement and both of which shall constitute one and the same agreement. The counterparts of this agreement shall each be signed with original signatures and a copy of the signed page shall be delivered to each of the parties to the agreement and when compiled shall be deemed to be one and same agreement.

**In Witness Whereof:**

**Signed And Delivered:**

**In the presence of:**

**The Corporation of The County  
of Bruce**

---

**Warden: Janice Jackson**

---

**Clerk: Donna Van Wyck**

**The Corporation of The County of  
Grey**

---

**Warden: Selwyn Hicks**

---

**Clerk: Heather Morrison**

**The Corporation of The Municipality  
of Arran-Elderslie**

---

**Mayor: Steve Hammell**

---

**Clerk: Christine Fraser-McDonald**

**The Corporation of The  
Municipality of Brockton**

---

**Mayor: Chris Peabody**

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**Clerk: Fiona Hamilton**

**The Corporation of The Township of  
Huron-Kinloss**

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**Mayor: Mitch Twolan**

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**Clerk: Emily Dance**

**The Corporation of The Municipality  
of Kincardine**

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**Mayor: Gerry Glover**

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**Clerk: Jennifer Lawrie**

**The Corporation Of The Town Of Saugeen  
Shores**

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**Mayor: Luke Charbonneau**

---

**Clerk: Linda White**

**The Corporation of The Municipality of South  
Bruce**

---

**Mayor: Robert Buckle**

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**CAO/Clerk: Leanne Martin**

**The Corporation of The Municipality  
of Northern Bruce Peninsula**

---

**Mayor: Milt McIver**

---

**Clerk Cathy Addison**

**The Corporation Of The Town Of South  
Bruce Peninsula**

---

**Mayor: Janice Jackson**

---

**Clerk: Angie Cathrae**

**The Corporation of The Township of  
Chatsworth**

---

**Mayor: Scott Mackey**

---

**CAO/Clerk: Patty Sinnamon**

**The Corporation of The Township of  
Georgian Bluffs**

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**Mayor:       Dwight Burley**

---

**Clerk:        Brittany Drury**

**The Corporation of The  
Municipality of Grey Highlands**

---

**Mayor:       Paul McQueen**

---

**Clerk:        Raylene Martell**

**The Corporation of The Town of  
Hanover**

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**Mayor:       Sue Paterson**

---

**CAO/Clerk: Brian Tocheri**

**The Corporation of The City of Owen  
Sound**

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**Mayor:       Ian Boddy**

---

**Clerk:        Briana M. Bloomfield**

**The Corporation of The Township of  
Southgate**

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**Mayor:        John Woodbury**

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**Clerk:        Lindsey Green**

**The Corporation of The Town of The  
Blue Mountains**

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**Mayor:        Alar Soever**

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**Clerk:        Corrina Giles**

**The Corporation of The Municipality  
of West-Grey**

---

**Mayor:        Christine Robinson**

---

**Clerk:        Genevieve Scharback**

**Township of Southgate  
Administration Office**  
185667 Grey Road 9, RR 1  
Dundalk, ON N0C 1B0

**Phone:** 519-923-2110  
**Toll Free:** 1-888-560-6607  
**Fax:** 519-923-9262  
**Web:** [www.southgate.ca](http://www.southgate.ca)

## **Staff Report CAO2021-049**

**Title of Report:** Petawawa Biofuel LP Renewable Natural Gas Option  
to Purchase Agreement of Eco Park Lands

**Department:** Administration & Economic Development

**Council Date:** June 16, 2021

### **Council Recommendation:**

**Be it resolved that** Council receive Staff Report CAO2021-049 as information; and  
**That** Council approve the Petawawa Biofuel LP request to extended Purchase and  
Sale Agreement to close not later than December 31, 2021 or 30 days following the  
Ministry of Environment, Conservation & Parks approval of their minor  
Environmental Compliance Amendment; and

**That** Council consider approving this Purchase and Sale Agreement extension for  
lands in the Eco Park to Petawawa Biofuel LP by Municipal By-law 2021-087 at June  
16, 2021 Council meeting.

### **Background:**

The Petawawa Biofuel LP project will produce Renewable Natural Gas (RNG) that  
will be injected into the existing Enbridge gas distribution network. It will be  
blended with the other natural gas in the pipeline. Although the RNG should attract  
'carbon offsets' and/or greenhouse gas cap and trade credits which would be  
economically advantageous, there is an additional cost to manufacture renewable  
gas compared to the fossil fuel alternative. The benefits of the project are that they  
recover energy from waste materials that would otherwise be disposed of and the  
fuel value would be lost.

At the August 23<sup>rd</sup>, 2017 Council meeting By-law 2017-106, Petawawa Biofuel LP  
Option to Purchase Agreement was considered for approval by first and second  
reading. Mayor Fosbrooke relinquished the Chair to enter into debate. Councillor  
Dobreen assumed the Chair. Mayor Fosbrooke requested a recorded vote. The  
following is the approval of By-law through the first and second reading process:

**Moved by** Councillor Woodbury, **Seconded by** Councillor Frew;

**Be it resolved that** by-law 2017-106 being a by-law authorizing the option to  
purchase agreement between the Corporation of the Township of Southgate and  
Petawawa Biofuel LP be read a first and second time and signed by the Mayor and  
the Clerk.

**Councillor Gordon- Absent, Councillor Woodbury- Yea, Councillor Dobreen- Yea, Mayor Fosbrooke- Nay, Councillor Pallister- Absent, Deputy Mayor Jack- Absent, Councillor Frew- Yea.**

**By a vote of 3-1 the motion is Carried.**

Carried. No. 2017-702

At the September 6<sup>th</sup>, 2017 Council meeting By-law 2017-106, Petawawa Option to Purchase Agreement was considered for approval for third reading. Mayor Fosbrooke relinquished the Chair and Councillor Gordon assumed the Chair. Councillor Gordon requested a recorded vote on the main motion. The following is the approval of By-law through the third reading process:

**Moved by** Councillor Frew, **Seconded by** Councillor Pallister;

**Be it resolved that** by-law 2017-106 being a by-law authorizing the option to purchase agreement between the Corporation of the Township of Southgate and Petawawa Biofuel LP be read a third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

**Councillor Pallister - Yea, Councillor Gordon - Nay, Councillor Dobreen - Yea, Councillor Woodbury - Yea, Mayor Fosbrooke - Nay, Councillor Frew - Yea, Deputy Mayor Jack - Absent.**

**By a vote of 4-2 the motion is Carried.**

Carried. No. 2017-743

A copy of the Petawawa Biofuel LP Southgate By-law 2017-106 and the Petawawa Biofuel LP Option the Purchase Agreement was approved at the September 6, 2017 Council meeting.

The Township of Southgate received correspondence from Petawawa Biofuel LP that they have received their Ministry of Environment, Conservation & Parks (MECP), Environmental Compliance Approval (ECA) on November 28, 2019, for their project to produce Renewable Natural Gas (RNG). Following this date there will be a 15 day appeal period of the ECA.

Petawawa Biofuel LP advised the Township of Southgate they would be proceeding with closing on the land sale and have requested Council approval of extending the purchase closing date from 30 days as set out in the Option to Purchase Agreement to 120 days following the MECP ECA approval. The request was to allow appropriate time to complete the legal work and finalize financing of the project.

At the December 18, 2019 Council meeting staff report CAO2019-130 was received titled "Petawawa Natural Gas Project Agreement Approval". As a result, the following motion was approved:

**Moved by** Councillor Shipston; **Seconded by** Councillor Frew;

**Be it resolved that** Council receive Staff Report CAO2019-130 as information; and **That** Council approve the amending Petawawa Biofuel LP Option to Purchase

Agreement and accept Petawawa Biofuel LP's request to extend the purchase closing date from 30 days to 120 days following the Ministry of Environment, Conservation & Parks, Environmental Compliance Approval; and

**That** Council consider approving this Amending of the Petawawa Biofuel LP Purchase Agreement by Municipal Bylaw 2019-190 at December 18, 2019 Council meeting.

Carried No. 2019-809

Approval of By-law 2019-190 - Petawawa Biofuel LP Option to Purchase Extension Agreement:

**Moved by** Councillor Shipston; **Seconded by** Councillor Frew;

**Be it resolved that** by-law number 2019-190 being a bylaw to authorize an option to purchase extension agreement between Petawawa Biofuel LP and the Corporation of the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Deputy Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried No. 2019-810

At the May 6, 2020 Council meeting the following motion was approved to establish a land sale closing date of June 21, 2021:

**Moved by** Councillor Rice; **Seconded by** Councillor Shipston;

**Be it resolved that** Council receive Staff Report CAO2020-033 as information; and

**That** Council accept the letter dated April 22, 2020 from Petawawa Biofuel LP providing notice to the Township of Southgate of their intentions to exercise their Option to Purchase Agreement; and

**That** Council proceed to execute the Petawawa Biofuel LP's Purchase and Sale Agreement and accept the deposit with a closing of not later than June 21, 2021 in light of the delays in the project related to the present COVID-19 and the economic conditions slowing down the project timelines; and

**That** Council consider approving this Purchase and Sale Agreement of lands in the Eco Park to Petawawa Biofuel LP by Municipal By-law 2020-045 at May 6, 2020 Council meeting.

Carried No. 2020-194

### **Staff Comments:**

The Township of Southgate received a letter on May 31, 2021 by email from Petawawa Biofuel LP dated May 25, 2021. The letter (Attachment #1) requests an extension of their Purchase & Sale Agreement closing date of not later than December 31, 2021 or 30 days following the Ministry of Environment, Conservation & Parks (MECP) approval of their minor amendment of their Environmental Compliance Approval (ECA) for land in the Eco Park. The main reason for this delay



has been the Grand River Conservation Authority taking more than 6 months to approve the permit required for the Petawawa project.

In light of the project delays with the present economic conditions, engineering design and construction restrictions caused by the COVID-19 pandemic slowing their project down administrative approvals and final design work. Petawawa Biofuel LP remains committed to proceeding with the purchase of the Eco Park lands.

Staff recommend proceeding with approving this Purchase & Sale Agreement extension as presented with the new closing conditions. The changes made to the new purchase and sale agreement are as follows:

1. Date change for this new Purchase and Sale Agreement;
2. Section 3 – change to the acceptance date of the offer to purchase;
3. Section 4 – change to the closing date of the sale;
4. Section 15 – change to the date examination of the title of the property;
5. Section 25 - added reference to Schedule “D” as the MOU document;
6. Schedule A - added the size of parcel being 5.08 acres and reference to the survey RPlan number and Parts 1 and 2 identifying the property being sold to Petawawa Biofuel LP;
7. Schedule B - added reference to Rplan number 16R10956 and inserted a copy of the survey document;
8. Schedule C - changed the title of this document to “Development Covenants” and made the following changes:
  - i. Section 1(a) – change to 1 year as the requirement to acquire a building permit and start build and 2 years to complete building construction; and
  - ii. Section 1(b) – change to allow the Purchaser up to a 6 month extension to complete construction if delays occur.
9. Schedule D – changes the title to “Memorandum of Understanding and Operational Covenants”; and
10. Schedule D – changes in the MOU document are:
  - i. Section 14 – requirement that MOU and Operational Covenants be registered on title of the property; and
  - ii. Changes made to Southgate signatory part of the MOU.

### **Financial Impact or Long Term Implications**

The financial impact from the land sale is \$135,000.00, plus building permit fees, development charges, taxation and community benefit income of 16 cents per ton of material received for processing and for material sold as fertilizer from the development. The development will create up to 5 long term jobs, as well as the short-term construction investment, construction job, plus long term, the requirement of ongoing maintenance and support services from local businesses in the area.

## **Communications & Community Action Plan Impact**

This report has been written and presented to Council to communicate accurate information to the public.

The Petawawa project is business development and will potentially result in the sale of land in the Eco Park and will create jobs. The biogas project is an environmentally sustainable and a 100% carbon neutral energy source producing Renewable Natural Gas, known as RNG.

The Petawawa project would support local agriculture business with new farm income by providing opportunities for local farmers to provide bio source materials to Petawawa Bio-gas facility.

### **Goal 1 - Attracting New and Supporting Existing Businesses and Farms**

**Action 1:** The residents and businesses of Southgate envision a growing and diverse local economy, which respects our agricultural background while also attracting new businesses and new employment opportunities in keeping with the renewed growth of our population.

## **Concluding Comments:**

Staff recommend the following:

1. That Council receive this staff report CAO2021-049 as information.
2. That Council approve the Petawawa Biofuel LP Purchase & Sale Agreement extension request for lands in the Eco Park to close no later than December 31, 2021 or 30 days following the date of the MECP approval of a minor Amendment of their Environmental Compliance Approval.
3. That Council consider approval of Petawawa Biofuel LP Purchase & Sale Agreement by Municipal By-law 2021-087 at the June 16, 2021 Council meeting.

Respectfully Submitted,

**CAO approval: Original Signed By**

Dave Milliner – CAO      [dmilliner@southgate.ca](mailto:dmilliner@southgate.ca)    519-923-2110 x210

- Attachment #1 – Petawawa Biofuel LP letter dated May 25, 2021

P E T A W A W A   B I O F U E L   L P

Mr. David Milliner  
CAO  
Township of Southgate  
185667 Grey Cty Rd 9, RR 1  
Dundalk ON N0C 1B0  
Email: [dmilliner@southgate.ca](mailto:dmilliner@southgate.ca)

Copy to:  
Stutz Brown Professional Corporation  
269 Broadway, Orangeville ON  
Attention: Stephen Christie  
Email: [schristie@sbslaw.ca](mailto:schristie@sbslaw.ca)

Copy to:  
Christie Cummings, Barristers and Solicitors  
325 Hume Street, Collingwood ON L9Y1W4  
Attention: SJ Christie  
Email: [schristie@christiecummings.com](mailto:schristie@christiecummings.com)

May 25, 2021

Dear Dave:

Re: PSA, Petawawa Biofuel LP: By-law 2017-106; By-law 2019-190; and By-law 2020-045

We are looking forward to advancing the Petawawa Biofuel LP project into construction. As you know, our group has been diligently obtaining the requisite approvals to conclude the Site Plan Agreement with your planning department.

The site has the impediment of a floodplain setback impinging on a portion of the site. After several months of back-and forth with the GRCA with our engineering team providing prudent engineering modifications acceptable to them, we have received their 'no objection' letter. This GRCA letter is a key permitting requirement; unfortunately, it has delayed an amendment document required from MOECP.

The MOECP and our permitting engineers have been waiting on the GRCA letter to complete a minor Environmental Compliance Approval amendment required due to the realignment of the site layout and other minor modifications.

Although we believe the risk in the amendment process is negligible given the scrutiny the project has already received, our financiers would appreciate feedback from the MOECP prior to completing the

PETAWAWA BIOFUEL LP  
PO BOX 15 ORANGEVILLE ONTARIO L9W2Z5

land acquisition.

It is not possible to receive a commitment date from the MOECP for processing the amendment. We think 6 months is a prudent timeline.

We therefore request that the closing date for the Purchase and Sale Agreement be deferred until the earlier of 30 days after the MOECP amendment, or December 31, 2021, whichever comes first.

Our financial partners, The Atmospheric Fund (the \$100 million City of Toronto greenhouse gas reduction agency co-funded by the provincial and federal governments), and I would be pleased to delegate to council to discuss our request if required.

Yours sincerely,



Mark Bell  
Director

cc: Tim Stoate, VP Investments, TAF

## **The Corporation of the Township of Southgate**

### **By-law Number 2021-087**

being a by-law to authorize a purchase and sale extension agreement between Petawawa Biofuel LP and the Corporation of the Township of Southgate

**Whereas** the Municipal Act, 2001, Chapter 25, as amended, Section 5 (3), states that municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

**Whereas** Section 8 of the Municipal Act, 2001, Chapter 25, as amended, provides that a municipality has the authority to govern its affairs as it considers appropriate and enables the municipality to respond to municipal issues; and

**Whereas** Section 9 of the Municipal Act, 2001, Chapter 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

**Whereas** it is deemed necessary and desirable that the Council of the Corporation of the Township of Southgate enact a by-law authorizing the Corporation to enter into a purchase and sale extension agreement with Petawawa Biofuel LP,

**Now therefore be it resolved that** the Council of the Corporation of the Township of Southgate enacts as follows:

1. **That** the purchase and sale extension agreement between Petawawa Biofuel LP and the Corporation of the Township of Southgate attached hereto as Schedule A, is hereby ratified and confirmed; and
2. **That** the Mayor and the Clerk are authorized and directed to sign the agreement on behalf of the Council of the Corporation of the Township of Southgate; and
3. **That** this by-law shall come into force and effect upon the final passing hereof.

**Read a first, second, and third time and finally passed this 16<sup>th</sup> day of June, 2021.**

---

John Woodbury – Mayor

---

Lindsey Green – Clerk

**PURCHASE AND SALE AGREEMENT  
(hereinafter called the "PSA")**

**THIS AGREEMENT** made as of the 16<sup>th</sup> day of June, 2021.

**BETWEEN:**

**THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE**

hereinafter called the "Vendor" of the FIRST PART;

and

**PETAWAWA BIOFUEL LP (BIN 270603947)**

hereinafter called the "Purchaser" of the SECOND PART;

**WHEREAS** the Vendor is the owner, in fee simple, of lands and premises described in Schedule "A" and specifically as depicted in the aerial photo lot map and/or the reference plan in Schedule "B" (the "Property"), which Property is to be severed as per the terms of this PSA ;

**AND WHEREAS** the Purchaser wishes to purchase the Property from the Vendor and the Vendor desires to sell the Property to the Purchaser;

**NOW THEREFORE IN CONSIDERATION** of the mutual covenants and promises in this Agreement, the parties agree as follows:

**SECTION I  
GENERAL**

1. In consideration of the agreement referred to in the preceding paragraph, the Purchaser shall pay a Purchase Price calculated at Twenty Seven Thousand Dollars (\$ 27,000 ) per acre to the Vendor, with the size of the Property to be determined by the reference plan to be prepared by the Vendor pursuant to the terms of this PSA. The Purchase Price shall be paid as follows:
  - a) Thirteen Thousand, Five Hundred Dollars (\$ 13,500 ) is payable by the Purchaser by certified cheque or bank draft upon execution of this Agreement, to be held on an

interest-free basis by the Solicitor for the Vendor as a deposit pending completion of this transaction on account of the Purchase Price on completion, or if this Agreement is not completed through no fault of the Purchaser, the deposit shall be returned to the Purchaser without interest or deduction; and

- b) The balance of the Purchase Price, subject to adjustments, shall be paid to the Vendor on the Completion Date, by certified cheque or bank draft.
2. The Vendor, at its sole expense, shall have a draft reference plan prepared for review by the Vendor depicting the Property and shall arrange for such plan to be deposited against the title of the Property prior to the Closing Date.

## **SECTION II PURCHASE OF PROPERTY**

3. Irrevocable Date

This PSA shall be open for acceptance by the Vendor until the 30th day of June, 2021, after which time, if not accepted, this offer shall be null and void and the deposit shall be returned to the Buyer in full without interest.

4. Completion Date

The closing of this transaction be completed no later than 5:00 p.m. on the 31st day of December, 2021, or the lessor of 30 days following the approval date by the Ministry of the Environment minor amendment of the Petawawa Environmental Compliance Approval (the "Completion Date") at which time possession of the Property in "as is, where is" condition shall be given to the Purchaser.

5. Council Approval

This transaction is subject to compliance with Section 270 of the *Municipal Act, 2001* as amended and is conditional upon the approval of this transaction by the Council of The Corporation of the Township of Southgate in its sole and absolute discretion by by-law. Council approval shall be obtained on or before the Completion Date, or this agreement will be null and void and the deposit returned without interest or deduction.

6. Documents, Reports and Information

- a) The Vendor will only produce and deliver to the Purchaser any documents, reports or information in its possession in respect to the Property. The Purchaser agrees to return all of the above documentation to the Vendor if this transaction is not completed. Buyer shall not call for the production of any title deed, abstract, survey or other evidence of title to the property except such as are in the possession or control of Seller.

### **SECTION III CONDITIONS, REPRESENTATIONS AND WARRANTIES**

#### **7. “As Is” Condition**

- a) The Purchaser acknowledges that they are acquiring the Property in an “as is” condition and that it must satisfy itself within fifteen (15) days of acceptance as to the Property including, but not limited to, all existing physical conditions of this Property, environmental conditions, fitness for any purpose, suitability for construction, soil bearing capacity for any building proposed, and the availability of municipal services and utilities necessary for the Purchaser’s proposed use of the Property. It shall be the Purchaser’s responsibility to provide, at its own expense, any soil bearing capacity tests, Conservation Authority permits or environmental inspection, as may be required or desired, and the Vendor shall grant the Purchaser access for such testing or inspection at all reasonable times, on reasonable notice, for the purpose of conducting reasonable inspections. The Purchaser acknowledges that the Vendor shall not be responsible for any physical deficiencies of this Property or for any past, present or future environmental liabilities and hereby waives any claims against the Vendor in respect of any environmental liabilities on this Property. The Purchaser agrees that once the above-noted fifteen (15) day period has expired, and so long as no notice is given that the Purchaser will not accept the Property within such time, the Purchase shall be deemed to have released the Vendor on closing with respect to matters set out in this paragraph. If the Purchaser is for any reason whatsoever dissatisfied with the Property, it shall deliver written notice to that effect to the Vendor by no later than the time specified herein, and this Agreement shall be terminated and the deposit shall be returned to the Purchaser without interest or deduction. If the Vendor is notified that the condition of the Property is not satisfactory, then the Purchaser shall, prior to receiving its deposit monies back and prior to being entitled to a full release from the Vendor with respect to this Agreement, restore the Property to its original condition as it existed prior to such testing or inspection by the Purchaser, at the Purchaser’s sole expense. If the Purchaser fails to deliver written notice to the Vendor within the time specified herein regarding this condition, this condition shall be deemed to have been waived by the Purchaser.

#### **8. Future Use**

- a) The Parties acknowledge that the zoning bylaw allows industrial uses for the Property subject to the requirements of the Township of Southgate Zoning By-law, and other municipal by-laws and codes including but not limited to the Township’s Site Plan Control By-law. It is the Purchaser’s responsibility to confirm the Purchaser’s use is compliant or if rezoning is necessary and other compliance requirements.



#### 9. Development Covenants and Restrictions

The Property shall be subject to the development covenants and restrictions more particularly set out in Schedule "C" attached to this PSA, which shall survive the completion of this transaction and run with the Property. which covenants and restrictions may be registered on title by the Vendor and the cost of registration shall be at the expense of the Purchaser. In the event that the said covenants and restrictions are not registered on title to the Property on or before closing, the Purchaser covenants and agrees to consent to the registration of the covenants and restrictions forthwith after closing. The Purchaser agrees that they shall not transfer, assign its rights, interests, liabilities and obligations under this Agreement without obtaining the consent of the Vendor, and the Vendor may require that the proposed assignee or transferee enter into an assumption agreement in a form satisfactory to the Vendor, acting reasonably, requiring the assignee or transferee to be bound by all of the terms and conditions of this Agreement prior to the giving of any consent. In the event of such assignment or upon the Purchaser's transfer of the Property, the Purchaser's rights, interests, liabilities and obligations hereunder is released and discharged from any and all liabilities and obligations arising under and pursuant to this Agreement.

#### 10. Property Not for Resale

The Purchaser covenants that it is purchasing the Property for the construction of a building and not for resale purposes.

### **SECTION IV PRIOR TO COMPLETION DATE**

#### 11. Purchaser May Inspect the Property

- a) Buyer acknowledges having had the opportunity to inspect the property and understands that upon acceptance of this Offer there shall be a binding agreement of purchase and sale between Buyer and Seller.
- b) The Buyer shall have the right to inspect the property one further time prior to completion, at a mutually agreed upon time, provided that written notice is given to the Seller. The Seller agrees to provide access to the property for the purpose of this inspection.

#### 12. Insurance

All buildings on the property and all other things being purchased shall be and remain until completion at the risk of Vendor. Pending completion, Vendor shall hold all insurance policies, if any, and the proceeds thereof in trust for the parties as their interests may appear and in the event of substantial damage, Purchaser may either terminate this Agreement and

have its deposit returned without interest or deduction or else take the proceeds of any insurance and complete the purchase. No insurance shall be transferred on completion.

## **SECTION V COMPLETING THE TRANSACTION**

The Transfer/Deed shall, save for the Land Transfer Tax Affidavit, be prepared in registrable form at the expense of Seller.

### **13. Electronic Registration**

The parties agree that the transaction shall be completed by electronic registration pursuant to Part III of the *Land Registration Reform Act* as amended. The parties acknowledge and agree that the delivery and release of documents may, at the discretion of the lawyer: a) not occur contemporaneously with the registration of the transfer/deed and other registerable documentation, and b) be subject to conditions whereby the lawyer receiving documents and/or money will be required to hold them in trust and not release them except in accordance with the terms of a document registration agreement between the respective lawyers. The Seller and Buyer irrevocably instruct the said lawyers to be bound by the document registration agreement which is recommended from time to time by the Law Society of Upper Canada.

### **14. Survey or Reference Plan**

Prior to closing, the Vendor shall deposit a Reference Plan on title of the Property at its expense to provide a registerable description of the Property in accordance with the terms of this Agreement.

### **15. Examination of Title**

Purchaser shall be allowed until 6:00 pm on the 30<sup>th</sup> day of June, 2021 (Requisition Date) to examine the title to the property at his own expense and to satisfy himself that there are no outstanding work orders or deficiency notices affecting the property, and that its intended use will be lawful. Vendor hereby consents to the municipality or other governmental agencies releasing to Purchaser details of all outstanding work orders and deficiency notices affecting the property, and Vendor agrees to execute and deliver such further authorizations in this regard as Purchaser may reasonably require.

Provided that the title to the Property is good and free from all registered restrictions, charges, liens, and encumbrances except as otherwise specifically provided in this PSA and save and except for (a) any registered restrictions or covenants that run with the land providing that such are complied with; (b) any registered municipal agreements and registered agreements with publicly regulated utilities providing such have been complied

with, or security has been posted to ensure compliance and completion, as evidenced by a letter from the relevant municipality or regulated utility; (c) any minor easements for the supply of domestic utility or telephone services to the property or adjacent properties; and (d) any easements for drainage, storm or sanitary sewers, public utility lines, telephone lines, cable television lines or other services which do not materially affect the use of the property. If within the specified times referred to in this paragraph 16 any valid objection to title or to any outstanding work order or deficiency notice is made in writing to Vendor and which Vendor is unable or unwilling to remove, remedy or satisfy or obtain insurance (Title Insurance) in favour of the Purchaser and any mortgagee, (with all related costs at the expense of the Vendor), and which Purchaser will not waive, this Agreement notwithstanding any intermediate acts or negotiations in respect of such objections, shall be at an end and all monies paid shall be returned without interest or deduction and Seller shall not be liable for any costs or damages. Save as to any valid objection so made by such day and except for any objection going to the root of the title, Purchaser shall be conclusively deemed to have accepted Seller's title to the property.

#### 16. Purchaser to Accept Easements

The parties agree that after closing and during the road design and construction by the Township, additional easements and lot re-configuration may be required to address site specific conditions and such easements and re-configuration to be mutually agreed to by the parties with the cost of a final reference plan provided by the Vendor at its sole cost. The Purchaser agrees that the Vendor shall be granted and shall be able to obtain such easements or lot re-configuration at a nominal charge.

#### 17. Adjustments

- a) The Vendor agrees that the deposit from this Purchase and Sale agreement and the deposit from the Option to Purchase Consideration, held by the Vendor shall be credited to the Purchaser in the Statement of Adjustments prepared for the Completion Date.
- b) Any rents, mortgage, interest, taxes, local improvements, water and assessment rates shall be apportioned and allowed to the Completion Date, the day itself to be apportioned to the Purchaser.

#### 18. Harmonized Sales Tax

If the sale of the property (Real Property as described above) is subject to Harmonized Sales Tax (HST), then such tax shall be in addition to the Purchase Price. The Seller will not collect HST if the Buyer provides to the Seller a warranty that the Buyer is registered under the Excise Tax Act ("ETA"), together with a copy of the Buyer's ETA registration, a warranty that the Buyer shall self-assess and remit the HST payable and file the prescribed form and shall indemnify the Seller in respect of any HST payable. The foregoing warranties shall not merge but shall survive the

completion of the transaction. If the sale of the property is not subject to HST, Seller agrees to certify on or before closing, that the transaction is not subject to HST. Any HST on chattels, If applicable, is not included in the Purchase Price.

## SECTION VI MISCELLANEOUS

### 19. Entire Agreement

There is no representation, warranty, collateral agreement or condition affecting this Agreement of the Property other than expressed herein.

### 20. Tender

- a) Any tender of documents or moneys hereunder may be made upon the solicitor acting for the party upon whom tender is desired, and it shall be sufficient that a negotiable, certified cheque may be tendered instead of cash.

### 21. Time of Essence

- a) Time shall be of the essence of this Agreement.

### 22. Planning Act

- a) This Agreement shall be effective only if the provisions of Section 50 of the *Planning Act*, R.S.O. 1990, as amended are complied with.

### 23. Notices

- a) All notices in this Agreement shall be in writing and shall be deemed to have been given if delivered by hand or mailed by ordinary mail, postage prepaid, addressed to the solicitor for the person to whom such notice is intended to be given at the following address:

Solicitors for the Vendor:

Stutz Brown Self Professional Corporation  
269 Broadway  
Orangeville, ON  
L9W 1K8  
Contact: Stephen Christie  
Email: [schristie@sbslaw.ca](mailto:schristie@sbslaw.ca)  
Phone #: 519-941-7500  
Fax #: 519-941-8381

Solicitor for the Purchaser:

Christie Cummings, Barristers and Solicitors  
325 Hume Street, Collingwood ON L9Y1W4  
Attention: SJ Christie  
Email: [schristie@christiecummings.com](mailto:schristie@christiecummings.com)  
Tel: (705) 444-3650

If mailed, such notices must also be given by facsimile transmission on the date it was so mailed. If so given, such notices shall be deemed to have been received on the first business day following the date it was delivered or marked mailed out.

#### 24. Successors and Assigns

This Agreement shall be binding upon the parties hereto and their respective successors and assigns.

#### 25. Schedules

The following Schedules shall form an integral part of this Agreement:

- Schedule “A” Description of Property
- Schedule “B” Registered Plan and Aerial Lot Photo
- Schedule “C” Development Covenants
- Schedule “D” Memorandum of Understanding and Operational Covenants

#### 26. Counterparts

This agreement may be signed in any number of counterparts, each of which is considered to be an original, and all of which are considered to be the same documents.

#### 27. Severability

If any provision of this Agreement, or the application thereof to any circumstances, shall be held to be invalid or unenforceable, then the remaining provisions of this Agreement, or the application thereof to other circumstances, shall not be affected, and shall be valid and enforceable.

IN WITNESS WHEREOF the parties have executed this Agreement.

**PETAWAWA BIOFUEL LP**

Per: \_\_\_\_\_

Name: Mark Bell

Title: Director

I have the authority to bind the  
Corporation

**THE CORPORATION OF THE  
TOWNSHIP OF SOUTHGATE**

Per: \_\_\_\_\_

Name John Woodbury

Title: Mayor

Per: \_\_\_\_\_

Name Lindsey Green

Title: Clerk

We have the authority to bind The  
Corporation of the Township of Southgate.

**SCHEDULE “A”**  
**Purchase & Sale Agreement**

**Description of Property**  
**Proposed to be Sold to Petawawa Biofuel LP**

All and singular that certain parcel of land located within the Province of Ontario, County of Grey, Township of Southgate

**5.08** acres of land which is identified as Part 1 and Part 2 of Registered Plan 16R10956; and

In Southgate Eco Park Industrial lands aerial photo map in Schedule B of the PSA document is identified as Lot 9.

Prior to closing and once the legal survey is deposited with the Registry Office a defined legal description will be inserted as part of this Schedule A document.

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SCHEDULE "B"  
to  
Purchase & Sale Agreement  
Survey Registered Plan 16 R 10956

SCHEDULE				
PART	LOT	CONCESSION	PIN	AREA
1	PART OF 237	2 SWTSR	PART OF 37268-0598	386m²
2				2.02 ha.
3				475m²
4				1.62 ha.

PARTS 1 AND 3 ARE SUBJECT TO AN EASEMENT AS IN INST. No. GY70526.

I REQUIRE THIS PLAN TO  
BE DEPOSITED UNDER THE  
LAND TITLES ACT.

DATE: SEPTEMBER 19, 2017

  
RON MAK, O.L.S.

PLAN 16R-10956  
RECEIVED AND DEPOSITED

DATE: Sept 19, 2017

  
REPRESENTATIVE FOR  
LAND REGISTRAR FOR THE LAND TITLES  
DIVISION OF GREY No. 16

PLAN OF SURVEY OF  
PART OF LOT 237  
CONCESSION 2  
SOUTHWEST OF THE TORONTO  
SYDENHAM ROAD  
GEOGRAPHIC TOWNSHIP OF PROTON  
TOWNSHIP OF SOUTHGATE  
COUNTY OF GREY

SCALE 1 : 1000

60 meters

VAN HARTEN SURVEYING INC.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS  
ACT, THE SURVEYORS ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE  
UNDER THEM.

2. THIS SURVEY WAS COMPLETED ON THE 7th DAY OF SEPTEMBER, 2017

DATE: SEPTEMBER 7, 2017

  
RON MAK  
ONTARIO LAND SURVEYOR

BEARING AND COORDINATE NOTE:

1. BEARINGS ARE GRID BEARINGS AND ARE DERIVED FROM GPS OBSERVATIONS  
AND ARE REFERRED TO THE UTM PROJECTION, ZONE 17, NAD 83 (CSRS-2010)  
ADJUSTMENT.

2. DISTANCES SHOWN ON THIS PLAN ARE ADJUSTED GROUND DISTANCES AND  
CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY AN AVERAGED  
COMBINED SCALE FACTOR OF 0.999560.

3. COORDINATES ON THIS PLAN ARE UTM, ZONE 17, NAD83 (CSRS-2010)  
ADJUSTMENT AND ARE BASED ON GPS OBSERVATIONS FROM A NETWORK OF  
PERMANENT GPS REFERENCE STATIONS.

UTM COORDINATES (METRES)		
POINT ID	NORTHING	EASTING
A	4,889,737.40	549,318.98
B	4,889,680.07	549,513.94
C	4,889,809.28	549,505.34


THESE COORDINATE VALUES COMPLY WITH SECTION 14(2) O. REG. 216/10. THESE  
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH THE CORNERS OR  
BOUNDARIES SHOWN ON THIS PLAN.

BEARING COMPARISONS:

FOR THE PURPOSES OF BEARING COMPARISONS, PREVIOUS SURVEYS HAVE BEEN  
ROTATED TO UTM BEARINGS BY THE ANGLES SHOWN BELOW.

PLAN	ROTATION FOR NORTHEAST BEARINGS
P1, P2, P3	-0°26'25"


LEGEND:



DENOTES SURVEY MONUMENT SET  
DENOTES SURVEY MONUMENT FOUND  
DENOTES .025 X .025 X 1.20 STANDARD IRON BAR  
DENOTES .015 X .015 X 0.60 IRON BAR  
DENOTES .025 X .025 X 0.60 SHORT STANDARD IRON BAR  
DENOTES .015 DIA. X 0.07 ROUND IRON BAR WITH STAMPED WASHER  
DENOTES .025 X .025 X 0.30 PLASTIC BAR  
DENOTES CUT CROSS  
DENOTES WITNESS  
DENOTES ORIGIN UNKNOWN  
DENOTES SOUTHWEST OF THE TORONTO AND SYDENHAM ROAD  
DENOTES VAN HARTEN SURVEYING INC., O.L.S.'S  
DENOTES ALEX WILSON, O.L.S.  
DENOTES PLAN 16R-9305  
DENOTES PLAN 16R-10053  
DENOTES PLAN 16R-10235

METRIC:

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE  
CONVERTED TO FEET BY DIVIDING BY 0.3048.

**Van Harten**  
SURVEYING INC.  
LAND SURVEYORS and ENGINEERS

Elmira  
Ph: 519-669-5070

Guelph  
Ph: 519-821-2763

Orangeville  
Ph: 519-940-4110

www.vanharten.com

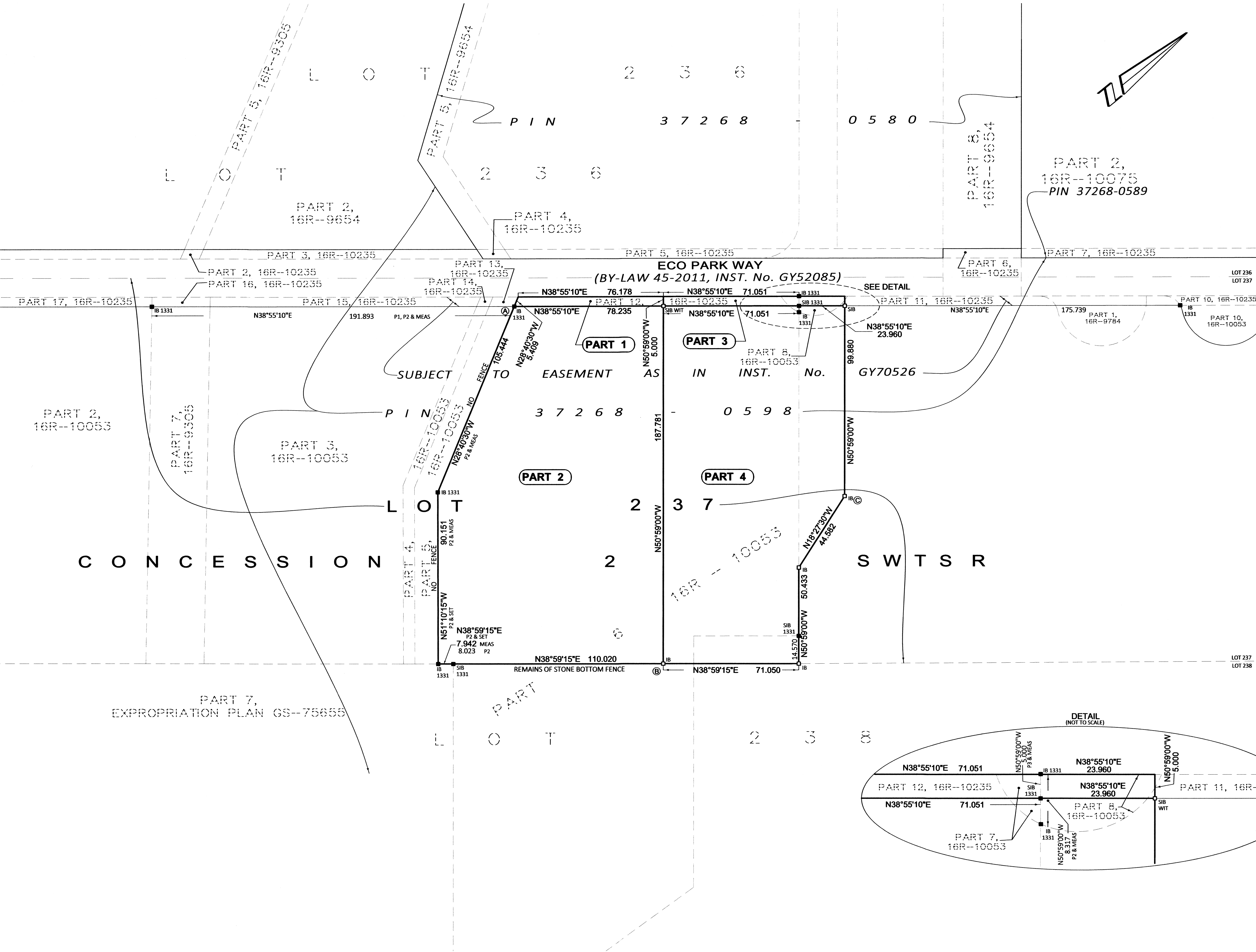
info@vanharten.com

DRAWN BY: AFV

CHECKED BY: RMM

PROJECT No. 25031-17

Sep 19, 2017-1:09pm  
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## Aerial Lot Photo Mapping



**SCHEDULE “C”**  
**to**  
**Purchase & Sale Agreement**  
**DEVELOPMENT COVENANTS**

1. Title Control

- a) The Purchaser covenants and agrees to commence construction of a permanent building on the Property which complies with the permitted uses of the Property’s zoning within one (1) year of the registration of the Purchaser’s ownership of the Property with an approved site plan and the building permit being issued timely based on the Vendor and the Purchaser acting reasonably. The Purchaser further covenants and agrees to substantially complete the construction of the said building in conformity with an approved site plan within two (2) years from the registration of the Purchaser’s ownership of the Property.
- b) In the event that the Purchaser has not completed substantial building construction in accordance with the provisions of subclause 1.a) above, the Purchaser may request from the Vendor, in writing, an extension of the time specified in subclause 1.a) above up to a maximum extension period of six (6) months, as the case may be (such extension, the “Extended Time”) upon payment by the Purchaser to the Vendor of a performance deposit equal to ten (10%) percent of the purchase price of the Property (the “Performance Deposit”). The Performance Deposit shall be refunded to the Purchaser, without interest, upon the Purchaser’s compliance with and completion of the provisions of subclause 1.a) above within the Extended Time. In the event that the Purchaser fails to complete construction within the Extended Time, then the Vendor shall, in addition to its other rights and remedies as set out herein or otherwise, be entitled to retain the Performance Deposit as liquidated damages and not as a penalty, in partial or full satisfaction of the Vendor’s damages, as the case may be.
- c) If the Purchaser does not comply with the provisions of subclause 1.a) above within the periods therein specifically set out or within the Extended Time, the Purchaser, will, at the option of the Vendor by notice in writing to the Purchaser, re-convey good title to the Property to the Vendor, free and clear of all encumbrances, in consideration for payment by the Vendor to the Purchaser of 80% of the purchase price paid by the Purchaser to the Vendor for the conveyance of the Property in the first instance (the “Discounted Consideration”). The Vendor shall be allowed to deduct from the Discounted Consideration all of its reasonable costs, realty commission and legal fees incurred with respect to the original conveyance of the Property by the Vendor to the Purchaser, as well as the costs of the Vendor in re-acquiring the Property, including without limitation, realty commission, registration costs, land transfer tax, legal fees and such other costs as reasonably incurred by the Vendor therefor..
- d) Subject to subclause 1.c) above, the Purchaser covenants that it will not sell the Property or any part thereof to any person, firm or corporation without first offering, in writing, to sell the Property to the Vendor for consideration equal to or less than the Discounted

Consideration, less all of its reasonable costs, realty commission and legal fees incurred with respect to the original conveyance of the Property by the Vendor to the Purchaser, as well as the costs of the Vendor in re-acquiring the Property, including without limitation, realty commission, registration costs, land transfer tax, legal fees and such other costs as reasonably incurred by the Vendor therefor. The Vendor shall have ninety (90) days from the receipt of an offer made by the Purchaser under this subclause, to accept such offer which acceptance shall be in writing. If the Vendor does not accept an offer to sell made by the Purchaser under the provisions of this subclause, the Purchaser shall have the right to transfer the Property to a third party so long as it does so within sixty (60) days from the date of the expiration of the Vendor's right to repurchase as set out herein. If the Property is not transferred within the said sixty (60) day period, no transfer of the Property will be made without again first offering to sell the Property to the Vendor on the terms as set out above. The limitation contained in this subclause, will expire upon the Purchaser fulfilling all of the building requirements as set out in subclauses 1.a) and 1.b) above.

## 2. Occupation of Building

- a) If the Purchaser or a lessee thereof fails to occupy the building within six (6) months after satisfying the provisions of subclauses 1.a) and 1.b) above with respect to the completion of the building, and for so long as the building remains unoccupied, beginning on the first day following the six (6) month period after satisfying the provisions of subclauses 1.a) and 1.b) above, the Purchaser shall pay to the Vendor as liquidated damages, quarterly amounts equal to the difference in Property tax between what is being paid by the Purchaser as Property tax for the Property when deemed vacant land and what would be paid as Property tax by the Purchaser for the Property if the building was occupied. If any such payment is not duly remitted by the Purchaser, interest shall be calculated on the balance owing in the same manner and shall be paid at the same rate to the Vendor as interest is calculated and paid to the Vendor on unpaid taxes.
- b) In the event that the Purchaser or the Purchaser's lessee has not occupied the building in accordance with the provisions of subclause 2.a) above, the Purchaser may request, in writing, that the Vendor extend the time for occupation of the building for a maximum period of 6 months, which request the Vendor shall review and may approve in its sole and unfettered discretion. Additional Extensions can be granted at the option of the Vendor, upon written request from the Purchaser prior to the expiry of any prior extensions granted by the Vendor.

## 3. Assignment of Covenants

- a) The Purchaser acknowledges and agrees that the covenants and restrictions herein shall run with the title to the Property. The Purchaser, for themselves, its successors, heirs, and assigns in title from time to time of all or any part or parts of the Property will observe and comply with the stipulations, restrictions, and provisions herein set forth (the "Restrictions"), and covenants that nothing shall be erected, fixed, placed or done upon

the Property or any part thereof in breach or in violation or contrary to the Restrictions or the provisions of this Agreement of Purchase and Sale and that the Purchaser will require every subsequent Purchaser or every successor in title to assume and acknowledge the binding effect of this document, as well as, covenant to observe and comply with the Restrictions and other covenants herein, and the surviving provisions of this Agreement of Purchase and Sale.

4. Force Majeure

- a) If the Purchaser shall be unable to fulfill, or shall be delayed or restricted in fulfilling any of the obligations set out herein due to any act or neglect of the Vendor or any of its employees, or due to strikes, walkouts, lockouts, fire, unusual delay by common carriers, or by any other cause beyond the Purchaser's reasonable control, then the time for fulfilling any such obligations shall be extended for such reasonable time as may be required by the Purchaser to fulfill such obligation.

5. Right to Waive

- a) Notwithstanding anything herein contained, the Vendor and its successors shall have the power by instrument or instruments in writing from time to time to waive, alter or modify the herein covenants and restrictions with respect to their application to any part of the Property without notice to or approval from the Purchaser or notice to or approval from the owners of any other adjacent or nearby lands.

6. Sanitary Sewer and Water Services

- a) The Vendor shall supply access to a sewer connection for this property in the road allowance at the property line. Depending on the building elevation, sewage pumping may be required from this property.
- b) The Vendor shall supply access to a water service lateral connection for this property in the road allowance at the lot line with shut off valve. Service connections for water greater than a one (1) inch standard service connection can be provided and will be at the expense of the Purchaser.

7. Other Property Sale Site Specific Conditions

- i. The purchaser's receives Site Plan approval from the Township of Southgate and Grand River Conservation Authority.
- ii. The Purchaser requests that the Vendor provide a survey of the property.
- iii. Each Party is responsible for their own legal costs for this agreement and the other ancillary agreements.
- iv. Petawawa acknowledges that it will pay to Southgate all current and applicable development charges, building fees and other fees, if any and to pay all other current reasonable and applicable fees and charges as required by law.

- v. As a demonstration of Petawawa's support for the community and in further consideration of the covenants and obligations of Southgate as set out in this Agreement, Petawawa will pay to Southgate a royalty fee per tonne of incoming raw material received of C\$0.16 per tonne and pay a royalty fee of C\$0.16 per tonne for the digestate fertilizer product sold by the facility. Petawawa shall provide written quarterly reports of raw material tonnages received and digestate fertilizer product sold and shall make quarterly payments of the royalty fees to Southgate. Southgate shall have the right to audit scale or other records as required to confirm the royalty fee amounts payable. The royalty fee shall be subject to annual changes equal to the Ontario Consumer Price Index, the first such change made 12 months from the start of commercial operation of the Facility. The covenant relating to the royalty fee shall be registered on title to the Property as a restrictive covenant that binds the Property for the benefit of Southgate.
- vi. Petawawa acknowledges that it has sought and obtained its own legal advice regarding contract made by a municipality in the Province of Ontario.
- vii. Nothing in this Agreement shall be deemed to constitute the Parties as partners or each Party as the agent of the other or any other relationship whereby either could be held liable for any act or omission of the other. Neither Party shall have any authority to act for the other or to incur any obligation on behalf of the other.
- viii. Petawawa agrees to provide and maintain comprehensive general insurance including site restoration coverage as specified by MOECC in an amount not less than \$5 million with respect to the Facility naming Southgate as an additional insured and to provide promptly a certificate of such insurance coverage and all renewal certificates to Southgate's CAO. The first insurance certificate shall be forwarded to Southgate CAO not later than the commencement of construction of the Facility.
- ix. Petawawa covenants and agrees to indemnify and save harmless Southgate and its councillors officers agents and employees from and against all actions claims suits and demands of any kind whatsoever resulting from or in any way arising out of or connected with all or anything arising out of or related to this MOU including without limitation reasonable legal fees and expenses save for any action claim suit or demand of any kind whatsoever arising out of the negligence or misconduct of councillors, officers, agents and employees of Southgate.
- x. No offending raw materials or digestate will be permitted onto the Facility. Petawawa agrees to take all care and act responsibly to avoid all environmental problems in accordance with the laws of the Province of Ontario and the Facility's provincial Operating Permit regulations and local municipal Site Plan regulations. In the event that the Facility is in breach of any MOECC operating permit conditions no raw material deliveries will be accepted until such time as the breach has been cured.
- xi. Petawawa acknowledges and agrees that with respect to the Property and any other land belonging to Southgate that it shall take all reasonable and prudent precautions to prevent environmental spills of organic materials or fertilizer materials being transported to or from the Facility whether by Petawawa or others contracted to do so by Petawawa. Petawawa shall take all steps and implement procedures necessary

to ensure that, if any, such spills are reported and cleaned up and rehabilitation procedures are duly performed in accordance with applicable environmental laws with prompt written reporting of all such activities to the Southgate CAO.

xii. As further conditions of the agreement the Purchaser, Petawawa Biofuel LP will be responsible for the following:

- a) Financing, construction and operation of the Facility;
- b) Obtaining all required Provincial, County, Conservation Authority and Municipal permits as required for the Facility in all cases as required with the full support assistance and facilitation of Southgate staff and Council acting reasonably and within Southgate's power to do so;
- c) Constructing and operating the Facility in accordance with Southgate Site Plan Agreements, By-laws and all other applicable legislation and regulatory requirements, such Agreements, By-Laws and regulatory requirements to include:
  - (i) An odour containment and building air filtering system that includes air filtration in accordance with the requirements of the MOECP;
  - (ii) A negative pressure Facility building with indoor vehicle unloading including an indoor wash area for departing raw material vehicles;
  - (iii) The design and siting of the Facility to limit noise to nearby sensitive uses; and
  - (iv) The commitment to managing trucking contractors so that they respect speed restrictions, road use restrictions and avoid driving through downtown Dundalk where possible.
- d) Providing open houses, perform public education and perform all required statutory prescribed forums and notices to keep interested persons informed as to the progress of the Facility during permitting, construction and operation;
- e) Providing qualified local contractors and job-seekers preferential consideration;
- f) Negotiating with Southgate and other interested local municipalities including Grey County to receive and process organic materials at the Facility;
- g) Negotiating preferentially with local agricultural businesses for the provision of agricultural residual organic materials for the Facility and for the storage, transportation and application of digestate organic fertilizers;
- h) Minimizing the use of potable water resources by utilizing the adjacent waste water treatment plant water flows if appropriate and agreeable to the Parties and subject to all approvals required; and
- i) Participating if invited in the planning for Southgate's waste water treatment plant upgrades if the Facility, or upgrades to the Facility, can provide complementary waste water and/or sludge handling capacity to the benefit of Southgate's waste water treatment plant;

xiii. As further conditions of the agreement the vendor the Township of Southgate will be responsible for the following:

- a) Vending the Property fully serviced to allow Petawawa to build the Facility;

- b) Providing and facilitating connection access to Hydro One and Enbridge utility connections utilizing the Eco Park and Ida Street road allowance rights-of-way as required;
- c) Ensuring staff support and assistance, acting reasonably and within Southgate's powers and policies to do so following usual municipal practices, to Petawawa and its engineering, environmental and construction contractors to obtain all required Provincial, County, Conservation Authority and Municipal permits licenses and approvals including By-law or zoning amendments if any as required for the Facility;
- d) Ensuring staff support and assistance, acting reasonably and within Southgate's power to do so following usual municipal practices and polices, to Petawawa and its engineering, environmental and construction contractors to obtain funding assistance from the Ontario Climate Change Solutions Deployment Corporation ("OCCSDC" or "Green Bank"), the Canada Infrastructure Bank, or other government directed financing counterparties;
- e) Facilitating the preparation and approval process for any required Site Plan Agreements following usual municipal practices;
- f) Facilitating the preparation and approval process for any required By-law amendments following usual municipal practices;
- g) Facilitating the preparation and approval process for any required Council approvals following usual municipal practices; and
- h) Informing using reasonable efforts other local municipalities and local County governments of the processing service offered by the Facility and the benefits of so utilizing the Facility.

## **SCHEDULE “D”**

**of**

### **Purchase & Sale Agreement**

#### **Memorandum of Understanding and Operational Covenants**

This Memorandum of Understanding ("MOU") sets out the terms and conditions the proposed renewable natural gas facility proposed by Petawawa Biofuel LP to be located on industrial lands in the Southgate Eco-Park.

The MOU is between:

The Corporation of the Township of Southgate ("Southgate")

and

Petawawa Biofuel LP ("Petawawa")

each a "Party" and together the "Parties".

In this Memorandum of Understanding ("MOU") these terms are defined as follows:

"Property": Part of Lot 9 Concession 2, Southgate Eco-Park containing 5 acres of vacant land as identified in Schedule “A” and “B” of this Agreement

"Facility": An anaerobic organic processing facility producing pipeline quality renewable natural gas and associated organic fertilizer products as set out in the MOECP ECA approvals.

#### **Whereas**

The purpose of this MOU is to formalize bind and record the Parties' discussion and intent over several months regarding the Facility;

Southgate has pursuant to the Municipal Act 2001 the capacity and power to promote the development and disposal of sites for industrial purposes;

Petawawa has, after conducting preliminary due diligence investigations as to the suitability of the site and gaining Southgate's support for the Facility, the intent to develop, construct and operate a state of the art Facility utilizing best practicable environmental, noise and odour abatement processes;

Petawawa intends to be a good corporate citizen by adhering to good industrial practices as set out in this MOU; and



Petawawa intends to provide supplemental income to the community by way of royalty payments as set out in this MOU.

## **1. Roles of the Parties**

### **Petawawa will be responsible for:**

- a) financing, construction and operation of the Facility;
- b) obtaining all required Provincial, County, Conservation Authority and Municipal permits as required for the Facility in all cases as required with the full support assistance and facilitation of Southgate staff and Council acting reasonably and within Southgate's power to do so;
- c) constructing and operating the Facility in accordance with Southgate Site Plan Agreements, By-laws and all other applicable legislation and regulatory requirements, such Agreements, By-Laws and regulatory requirements to include:
  - c.i) An odour containment and building air filtering system that includes air filtration in accordance with the requirements of the MOECP ;
  - c.ii) a negative pressure Facility building with indoor vehicle unloading including an indoor wash area for departing raw material vehicles;
  - c.iii) the design and siting of the Facility to limit noise to nearby sensitive uses;
  - and
  - c.iv) the commitment to managing trucking contractors so that they respect speed restrictions, road use restrictions and avoid driving through downtown Dundalk where possible.
- d) providing open houses, perform public education and perform all required statutory prescribed forums and notices to keep interested persons informed as to the progress of the Facility during permitting, construction and operation;
- e) providing qualified local contractors and job-seekers preferential consideration;
- f) negotiating with Southgate and other interested local municipalities including Grey County to receive and process organic materials at the Facility;
- g) negotiating preferentially with local agricultural businesses for the provision of agricultural residual organic materials for the Facility and for the storage, transportation and application of digestate organic fertilizers;
- h) minimizing the use of potable water resources by utilizing the adjacent waste water treatment plant water flows if appropriate and agreeable to the Parties and subject to all approvals required; and
- i) participating if invited in the planning for Southgate's waste water treatment plant upgrades if the Facility, or upgrades to the Facility, can provide complementary waste water and/or sludge handling capacity to the benefit of Southgate's waste water treatment plant;

### **Southgate will be responsible for:**

- a) vending the Property fully serviced to allow Petawawa to build the Facility;
- b) providing and facilitating connection access to Hydro One and Enbridge utility connections utilizing the Eco Park and Ida Street road allowance rights-of-way as required;
- c) ensuring staff support and assistance, acting reasonably and within Southgate's power to do so following usual municipal practices, to Petawawa and its engineering, environmental and construction contractors to obtain all required Provincial, County, Conservation Authority and Municipal permits licenses and approvals including By-law or zoning amendments if any as required for the Facility;

- d) ensuring staff support and assistance, acting reasonably and within Southgate's power to do so following usual municipal practices, to Petawawa and its engineering, environmental and construction contractors to obtain funding assistance from the Ontario Climate Change Solutions Deployment Corporation ("OCCSDC" or "Green Bank"), the Canada Infrastructure Bank, or other government directed financing counterparties;
- e) facilitating the preparation and approval process for any required Site Plan agreements following usual municipal practices;
- f) facilitating the preparation and approval process for any required By-law amendments following usual municipal practices;
- g) facilitating the preparation and approval process for any required Council approvals following usual municipal practices; and
- h) informing using reasonable efforts other local municipalities and local County governments of the processing service offered by the Facility and the benefits of so utilizing the Facility.

## **2. Royalty Fee payable to Southgate**

As a demonstration of Petawawa's support for the community and in further consideration of the covenants and obligations of Southgate as set out in this MOU, Petawawa will pay to Southgate a royalty fee per tonne of incoming raw material received of C\$0.16 per tonne and pay a royalty fee of C\$0.16 per tonne for the digestate fertilizer product sold by the facility. Petawawa shall provide written quarterly reports of raw material tonnages received and digestate fertilizer product sold and shall make quarterly payments of the royalty fees to Southgate. Southgate shall have the right to audit scale or other records as required to confirm the royalty fee amounts payable. The royalty fee shall be subject to annual changes equal to the Ontario Consumer Price Index, the first such change made 12 months from the start of commercial operation of the Facility. The covenant relating to the royalty fee shall be registered on title to the Property as a restrictive covenant that binds the Property for the benefit of Southgate.

## **3. Municipal Fees and Charges**

Petawawa acknowledges that it will pay to Southgate all current reasonable and applicable development charges building fees and other fees if any and to pay all other current reasonable and applicable fees and charges as required by law.

## **4. Environmental Spills**

Petawawa acknowledges and agrees that with respect to the Property and any other land belonging to Southgate that it shall take all reasonable and prudent precautions to prevent environmental spills of organic materials or fertilizer materials being transported to or from the Facility whether by Petawawa or others contracted to do so by Petawawa. Petawawa shall take all steps and implement procedures necessary to ensure that, if any, such spills are reported and cleaned up and rehabilitation procedures are duly performed in accordance with applicable environmental laws with prompt written reporting of all such activities to the Southgate CAO.

## **5. Other Environmental Matters**

No offending raw materials or digestate will be permitted onto the Facility. Petawawa agrees to take all care and act responsibly to avoid all environmental problems in accordance with the laws of the Province of Ontario and the Facility's provincial Operating Permit regulations and local municipal Site Plan regulations. In the event that the Facility is in breach of any MOECC operating permit conditions no raw material deliveries will be accepted until such time as the breach has been cured.

## **6. Indemnity**

Petawawa covenants and agrees to indemnify and save harmless Southgate and its councillors officers agents and employees from and against all actions claims suits and demands of any kind whatsoever resulting from or in any way arising out of or connected with all or anything arising out of or related to this MOU including without limitation reasonable legal fees and expenses save for any action claim suit or demand of any kind whatsoever arising out of the negligence or misconduct of councillors, officers, agents and employees of Southgate.

## **7. Liability Insurance**

Petawawa agrees to provide and maintain comprehensive general insurance including site restoration coverage as specified by MOECC in an amount not less than \$5 million with respect to the Facility naming Southgate as an additional insured and to provide promptly a certificate of such insurance coverage and all renewal certificates to Southgate's CAO. The first insurance certificate shall be forwarded to Southgate CAO not later than the commencement of construction of the Facility.

## **8. No Partnership**

Nothing in this MOU shall be deemed to constitute the Parties as partners or each Party as the agent of the other or any other relationship whereby either could be held liable for any act or omission of the other. Neither Party shall have any authority to act for the other or to incur any obligation on behalf of the other.

## **9. Acknowledgement of Independent Legal Advice**

Petawawa acknowledges that it has obtained independent legal advice with respect to this MOU and technical and other professional advice as is reasonable with respect to the operation of its undertakings as described and provided for in this MOU. Petawawa acknowledges that it has sought and obtained its own legal advice regarding contract made by a municipality in the Province of Ontario.

## **10. Further Assurances**

The Parties shall execute such further assurances and agreements as may be reasonably required from time to time to carry out the terms of this MOU. Time is of the essence in this MOU.

## **11. Arbitration**

In the event that a dispute relating to this MOU or its implementation arise that cannot be resolved by negotiation or mediation between the parties, such disputed matters shall be submitted to arbitration and the provisions of the Arbitration Act 1991 as amended shall apply. The dispute shall be determined by an arbitrator chosen by the parties, failing which the dispute shall be determined by the award of a majority of three arbitrators, one each named by Petawawa and Southgate and the third chosen by the first two arbitrators.

## **12. Enurement**

This MOU shall enure to the benefit of and be binding upon Southgate and Petawawa and their respective heirs and assigns.

## **13. Legal Costs**

Each Party is responsible for their own legal costs for this agreement and the other ancillary agreements, if any, save for the indemnity provision of clause 6 herein.

## **14. Survival**

This MOU shall survive the closing and completion of the Property purchase transaction and may be registered on title of the property.

**In Witness Whereof** the duly authorized officers of the Parties have executed this MOU.

### **Petawawa Biofuel LP**

Per: \_\_\_\_\_

Name: Mark Bell

Title: Director

### **The Corporation of the Township of Southgate**

Per: \_\_\_\_\_

Name: John Woodbury

Title: Mayor:

Per: \_\_\_\_\_

Name: Lindsey Green

Title: Clerk

**Township of Southgate**  
**Administration Office**  
185667 Grey Road 9, RR 1  
Dundalk, ON N0C 1B0

**Phone:** 519-923-2110  
**Toll Free:** 1-888-560-6607  
**Fax:** 519-923-9262  
**Web:** www.southgate.ca

## **Staff Report CAO2021-050**

**Title of Report:** Havana Castle Cigars Purchase & Sale Extension  
Agreement and Property Relocation in the Eco Park

**Department:** Administration & Economic Development

**Council Date:** June 16, 2021

### **Council Recommendation:**

**Be it resolved that** Council receive Staff Report CAO2021-050 as information; and  
**That** Council approve the Purchase & Sale Agreement for an extension of the  
closing date to September 24<sup>th</sup>, 2021 and the property relocation to Havana Castle  
Cigars for the sale of lands in the Southgate Eco Park; and  
**That** Council consider approving by Municipal By-law 2021-088 the Purchase & Sale  
Extension Agreement to Havana Castle Cigars.

### **Background:**

The original offer to purchase property in the Eco Park from Havana Castle Cigars was for 5.75 acres of land being identified as Lot 11 on the map included in this staff report as Attachment #1. This lot is located on the end of Eco Park Way on the north side of the future Eco Park Way extension (road to Hwy 10) next to the Lystek plant. The prospective purchaser offered \$20,000 per acre or \$115,000 for the property. The property requires considerable fill to make the lot suitable for development. The only condition on the sale is the Township providing a survey of the property.

Havana Castle Cigars is a cigar retailer with multiple locations in Ontario. They are looking for a site to build a 10,000 sq. ft. warehouse for cigars, related supplies and materials. The project development will create 4 jobs in the community. There is no outdoor storage and no off-site impacts except of the trucking of warehousing goods.

At the December 5, 2018 Council meeting the following motion was approved:

**Moved By** Deputy Mayor Milne; **Seconded By** Councillor Sherson;

**Be it resolved that** Council receive Closed Session Staff Report EDO2018-009C for information; and

**That** Council approve the Purchase & Sale Agreements from Havana Cigars; and

**That** Council consider approval of Southgate By-law 2018-130 to execute the Purchase & Sale Agreement at the December 19, 2018 Council meeting.

## **Township of Southgate**

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Carried No. 2018-605

At the December 19, 2018 Council meeting the following By-law was approved:

**Moved By** Councillor Frew; **Seconded By** Councillor Dobreen;

**Be it resolved that** by-law number 2018-130 being a by-law to authorize the Mayor and the Clerk to sign the purchase and sale agreement between Havana Castle Cigars and the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

Carried No. 2018-640

At the December 4, 2019 Council meeting the following By-law was approved because Havana has had a delay in their development plans and plan to start construction in 2020:

**Moved By** Councillor Rice; **Seconded By** Councillor Sherson;

**Be it resolved that** Council receive Staff Report CAO2019-125 as information; and **That** Council approve the Purchase & Sale Extension Agreement for Havana Castle Cigars for the sale of property in the Southgate Eco Park; and

**That** Council approve by Municipal By-law 2019-188 to authorize the execution of this Purchase & Sale Extension Agreement.

Carried No. 2019-776

The original property lot currently does not have access to Eco Park Way, but will have access once the road to Hwy 10 is constructed.

### **Staff Comments:**

Staff was approached by Lystek in 2020 to purchase more land to expand their operations. Staff approached Havana Castle Cigars to discuss looking at other available property last year and they indicated they would consider a proposal.

The original Havana property is identified in Attachment #1 as lot #11. The new lot is on Eco Park Way (Attachment #1 part of Lot #7) with Attachment #2 identifying the location in relation to Ida Street. Havana and staff met on site this spring to consider the new property and its benefits. They see the exchange would have benefits of less fill and better visibility. They have now made an offer to purchase the new property of 6.95 acres at \$30,000 per acre. The offer is based on paying \$10,000 per acre more and the future purchaser of lot #11, Lystek providing compensation in their purchase price.

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The purchaser's plan is to construct a 10,000 square foot building where they will operate the Havana Castle Cigar business as a product warehousing and office location. They plan on expanding and adding other businesses on the property such as an office space for locating and supporting business incubator offices for the area. They are looking to close the sale by September 24<sup>th</sup>, 2021 or sooner to start construction immediately once their Site Plan Agreement and building permit has been approved. Staff have added a sale condition clause requirement they must start construction within one year which is not concerning to Havana Castle Cigars.

Staff recommends that we proceed with the property sale to Havana Castle Cigars for the 6.95 acre parcel and proceed with the sale of the Lot 11 being the 5.6 acre parcel to Lystek.

### **Financial Impact or Long Term Implications**

The financial impact is the cost of completing a survey work which has been completed in previous years and our legal costs to close the property sale. In addition, the Township will need to provide a water connection that already exists and wastewater force main service line for multiple properties on Eco Park Way.

The financial impact as a result of the land sale is:

- \$208,500 for the sale of the property (6.95 acres at \$30,000 per acre)
- \$119,940 in Development Charges (10,000 sq. ft. X \$11.994/sq. ft.)
- \$3,060 Site Plan Fees plus a \$5000 contingency fee for expenses
- Building Permit Fees (\$10 per \$1000 of estimated construction cost)
- Municipal Tax Revenue (TBD)
- 4 jobs and the potential for future job growth

### **Communications & Community Action Plan Impact:**

This report has been written and presented to Council to communicate accurate information to the public.

### **Goal 1 - Attracting New and Supporting Existing Businesses and Farms**

**Action 1:** The residents and businesses of Southgate envision a growing and diverse local economy, which respects our agricultural background while also attracting new businesses and new employment opportunities in keeping with the renewed growth of our population.

### **Concluding Comments**

1. That Council receive this report as information.

## **Township of Southgate**

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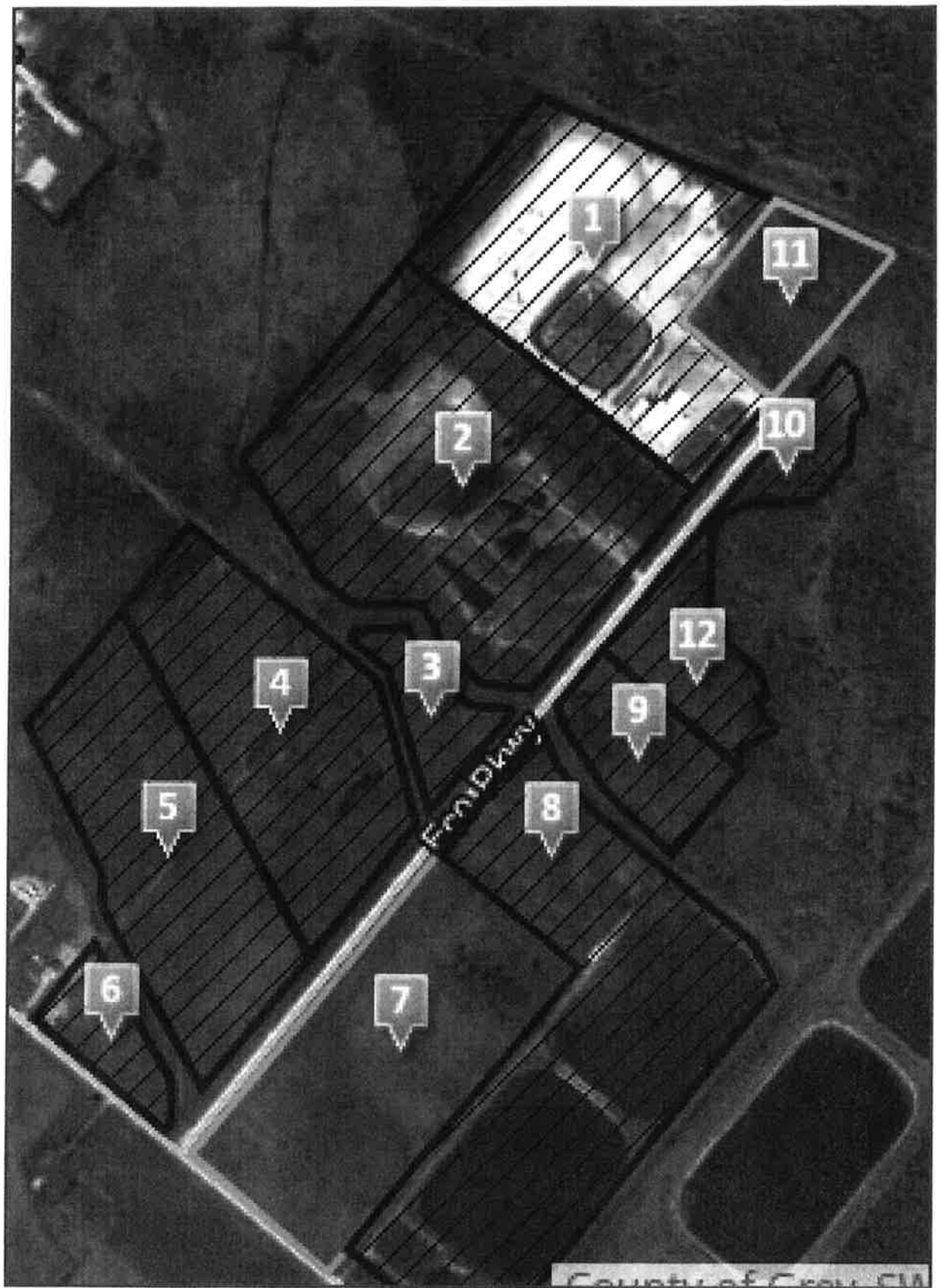
2. That Council approve the Purchase and Sale Extension Agreement (copy of this agreement included with the By-law) for this property sale by By-law 2021-088.

Respectfully Submitted,

**CAO approval:** Original Signed By  
Dave Milliner – CAO  
[dmilliner@southgate.ca](mailto:dmilliner@southgate.ca)  
519-923-2110 x210

- Attachment 1 – Original Property Location Map for Havana Castle Cigars
- Attachment 2 – New Property Location Map for Havana Castle Cigars





## Havana Castle Cigars

### New Property Location Map in the Southgate Eco Park



**The Corporation of the Township of Southgate**

**By-law Number 2021-088**

**being a by-law to authorize a purchase and sale  
agreement between Havana Castle Cigars and The  
Corporation of the Township of Southgate**

**Whereas** the Municipal Act, S.O. 2001, Chapter 25, as amended, Section 5 (3), states that municipal power, including a municipality's capacity, rights, powers and privileges, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

**Whereas** Section 9 of the Municipal Act, 2001, Chapter 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act; and

**Whereas** it is deemed necessary and desirable that the Council of the Corporation of the Township of Southgate enact a by-law authorizing the Corporation to enter into a purchase and sale agreement with Havana Castle Cigars,

**Now therefore be it resolved that** the Council of the Corporation of the Township of Southgate hereby enacts as follows:

1. **That** the purchase and sale agreement between Havana Castle Cigars and The Corporation of the Township of Southgate attached hereto as Schedule "A", is hereby ratified and confirmed; and
2. **That** the Mayor and Clerk are hereby authorized and directed to sign the purchase and sale agreement on behalf of the Township of Southgate; and
3. **That** by-law number 2018-130 and 2019-188 are hereby repealed; and
4. **That** where the provisions of any other by-law, resolution or action of Council are inconsistent with the provisions of this by-law, the provisions of this by-law shall prevail.

**Read a first, second and third time and finally passed this 16<sup>th</sup> day of June, 2021.**

---

**John Woodbury – Mayor**

---

**Lindsey Green - Clerk**

**PURCHASE AND SALE AGREEMENT  
(hereinafter called the “PSA”)**

**THIS AGREEMENT** made as of the 16<sup>th</sup> day of June, 2021.

**BETWEEN:**

**THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE**

hereinafter called the “Vendor” of the FIRST PART;

and

**HAVANA CASTLE CIGARS**

hereinafter called the “Purchaser” of the SECOND PART;

**WHEREAS** the Vendor is the owner, in fee simple, of lands and premises described in Schedule “A” and specifically as depicted in the aerial photo lot map and/or the reference plan in Schedule “B” (the “Property”), which Property is to be severed as per the terms of this PSA;

**AND WHEREAS** the Purchaser wishes to purchase the Property from the Vendor and the Vendor desires to sell the Property to the Purchaser;

**NOW THEREFORE IN CONSIDERATION** of the mutual covenants and promises in this Agreement, the parties agree as follows:

**SECTION I  
GENERAL**

1. In consideration of the agreement referred to in the preceding paragraph, the Purchaser shall pay a Purchase Price calculated at Thirty-Five Thousand Dollars (~~\$30,000.00~~) per acre to the Vendor, with the size of the Property to be determined by the reference plan to be prepared by the Vendor pursuant to the terms of this PSA. The Purchase Price shall be paid as follows:
  - a) Ten Thousand Dollars (\$10,000.00) is payable by the Purchaser by certified cheque or bank draft upon execution of this Agreement, to be held on an interest-free basis by the Solicitor for the Vendor as a deposit pending completion of this transaction on account of the Purchase Price on completion, or if this Agreement is not completed through no fault of the Purchaser, the deposit shall be returned to the Purchaser without interest or deduction; and

- b) The balance of the Purchase Price, subject to adjustments, shall be paid to the Vendor on the Completion Date, by certified cheque or bank draft.
- 2. The Vendor, at its sole expense, shall have a draft reference plan prepared for review by the Vendor depicting the Property and shall arrange for such plan to be deposited against the title of the Property prior to the Closing Date.

## **SECTION II PURCHASE OF PROPERTY**

### **3. Irrevocable Date**

This PSA shall be open for acceptance by the Vendor until the 28<sup>th</sup> day of June, 2021, after which time, if not accepted, this offer shall be null and void and the deposit shall be returned to the Buyer in full without interest.

### **4. Completion Date**

- a) The closing of this transaction be completed no later than 5:00 p.m. on the 24<sup>th</sup> day of September, 2021, (the "Completion Date") or an earlier date if possible, at which time possession of the Property in "as is, where is" condition shall be given to the Purchaser.

### **5. Council Approval**

- a) This transaction is subject to compliance with Section 270 of the *Municipal Act, 2001* as amended and is conditional upon the approval of this transaction by the Council of The Corporation of the Township of Southgate in its sole and absolute discretion by by-law. Council approval shall be obtained on or before the Completion Date, or this agreement will be null and void and the deposit returned without interest or deduction.

### **6. Documents, Reports and Information**

- a) The Vendor will only produce and deliver to the Purchaser any documents, reports or information in its possession in respect to the Property. The Purchaser agrees to return all of the above documentation to the Vendor if this transaction is not completed. Buyer shall not call for the production of any title deed, abstract, survey or other evidence of title to the property except such as are in the possession or control of Seller.

## **SECTION III CONDITIONS, REPRESENTATIONS AND WARRANTIES**

### **7. "As Is" Condition**

- a) The Purchaser acknowledges that they are acquiring the Property in an "as is" condition and that it must satisfy itself within fifteen (15) days of acceptance as to the Property including, but not limited to, all existing physical conditions of this Property,

environmental conditions, fitness for any purpose, suitability for construction, soil bearing capacity for any building proposed, and the availability of municipal services and utilities necessary for the Purchaser's proposed use of the Property. It shall be the Purchaser's responsibility to provide, at its own expense, any soil bearing capacity tests, Conservation Authority permits or environmental inspection, as may be required or desired, and the Vendor shall grant the Purchaser access for such testing or inspection at all reasonable times, on reasonable notice, for the purpose of conducting reasonable inspections. The Purchaser acknowledges that the Vendor shall not be responsible for any physical deficiencies of this Property or for any past, present or future environmental liabilities and hereby waives any claims against the Vendor in respect of any environmental liabilities on this Property. The Purchaser agrees that once the above-noted fifteen (15) day period has expired, and so long as no notice is given that the Purchaser will not accept the Property within such time, the Purchase shall be deemed to have released the Vendor on closing with respect to matters set out in this paragraph. If the Purchaser is for any reason whatsoever dissatisfied with the Property, it shall deliver written notice to that effect to the Vendor by no later than the time specified herein, and this Agreement shall be terminated and the deposit shall be returned to the Purchaser without interest or deduction. If the Vendor is notified that the condition of the Property is not satisfactory, then the Purchaser shall, prior to receiving its deposit monies back and prior to being entitled to a full release from the Vendor with respect to this Agreement, restore the Property to its original condition as it existed prior to such testing or inspection by the Purchaser, at the Purchaser's sole expense. If the Purchaser fails to deliver written notice to the Vendor within the time specified herein regarding this condition, this condition shall be deemed to have been waived by the Purchaser.

#### 8. Future Use

- a) The Parties acknowledge that the zoning bylaw allows industrial uses for the Property subject to the requirements of the Township of Southgate Zoning By-law, and other municipal by-laws and codes including but not limited to the Township's Site Plan Control By-law. It is the Purchaser's responsibility to confirm the Purchaser's use is compliant or if rezoning is necessary and other compliance requirements.

#### 9. Development Covenants and Restrictions

- a) The Property shall be subject to the development covenants and restrictions more particularly set out in Schedule "C" attached to this PSA, which shall survive the completion of this transaction and run with the Property. which covenants and restrictions may be registered on title by the Vendor and the cost of registration shall be at the expense of the Purchaser. In the event that the said covenants and restrictions are not registered on title to the Property on or before closing, the Purchaser covenants and agrees to consent to the registration of the covenants and restrictions forthwith after closing. The Purchaser agrees that they shall not transfer, assign its rights, interests, liabilities and obligations under this Agreement without obtaining the consent of the Vendor, and the Vendor may require that the proposed assignee or transferee enter into an assumption agreement in a form satisfactory to the Vendor, acting reasonably, requiring the assignee or transferee to be bound by all of the terms and conditions of this Agreement prior to the giving of any consent. In the

event of such assignment or upon the Purchaser's transfer of the Property, the Purchaser's rights, interests, liabilities and obligations hereunder is released and discharged from any and all liabilities and obligations arising under and pursuant to this Agreement.

#### 10. Property Not for Resale

- a) The Purchaser covenants that it is purchasing the Property for the construction of a building and not for resale purposes.

### **SECTION IV PRIOR TO COMPLETION DATE**

#### 11. Purchaser May Inspect the Property

- a) Buyer acknowledges having had the opportunity to inspect the property and understands that upon acceptance of this Offer there shall be a binding agreement of purchase and sale between Buyer and Seller.
- b) The Buyer shall have the right to inspect the property one further time prior to completion, at a mutually agreed upon time, provided that written notice is given to the Seller. The Seller agrees to provide access to the property for the purpose of this inspection.

#### 12. Insurance

All buildings on the property and all other things being purchased shall be and remain until completion at the risk of Vendor. Pending completion, Vendor shall hold all insurance policies, if any, and the proceeds thereof in trust for the parties as their interests may appear and in the event of substantial damage, Purchaser may either terminate this Agreement and have its deposit returned without interest or deduction or else take the proceeds of any insurance and complete the purchase. No insurance shall be transferred on completion.

### **SECTION V COMPLETING THE TRANSACTION**

The Transfer/Deed shall, save for the Land Transfer Tax Affidavit, be prepared in registrable form at the expense of Seller.

#### 13. Electronic Registration

- a) The parties agree that the transaction shall be completed by electronic registration pursuant to Part III of the *Land Registration Reform Act* as amended. The parties acknowledge and agree that the delivery and release of documents may, at the discretion of the lawyer: a) not occur contemporaneously with the registration of the transfer/deed and other registerable documentation, and b) be subject to conditions

whereby the lawyer receiving documents and/or money will be required to hold them in trust and not release them except in accordance with the terms of a document registration agreement between the respective lawyers. The Seller and Buyer irrevocably instruct the said lawyers to be bound by the document registration agreement which is recommended from time to time by the Law Society of Upper Canada.

#### 14. Survey or Reference Plan

- a) Prior to closing, the Vendor shall deposit a Reference Plan on title of the Property at its expense to provide a registerable description of the Property in accordance with the terms of this Agreement.

#### 15. Examination of Title

Purchaser shall be allowed until 6:00 p.m. on the 11<sup>th</sup> day of June, 2021 (Requisition Date) to examine the title to the property at his own expense and to satisfy himself that there are no outstanding work orders or deficiency notices affecting the property, and that its intended use will be lawful. Vendor hereby consents to the municipality or other governmental agencies releasing to Purchaser details of all outstanding work orders and deficiency notices affecting the property, and Vendor agrees to execute and deliver such further authorizations in this regard as Purchaser may reasonably require.

Provided that the title to the Property is good and free from all registered restrictions, charges, liens, and encumbrances except as otherwise specifically provided in this PSA and save and except for (a) any registered restrictions or covenants that run with the land providing that such are complied with; (b) any registered municipal agreements and registered agreements with publicly regulated utilities providing such have been complied with, or security has been posted to ensure compliance and completion, as evidenced by a letter from the relevant municipality or regulated utility; (c) any minor easements for the supply of domestic utility or telephone services to the property or adjacent properties; and (d) any easements for drainage, storm or sanitary sewers, public utility lines, telephone lines, cable television lines or other services which do not materially affect the use of the property. If within the specified times referred to in this paragraph 16 any valid objection to title or to any outstanding work order or deficiency notice is made in writing to Vendor and which Vendor is unable or unwilling to remove, remedy or satisfy or obtain insurance (Title Insurance) in favour of the Purchaser and any mortgagee, (with all related costs at the expense of the Vendor), and which Purchaser will not waive, this Agreement notwithstanding any intermediate acts or negotiations in respect of such objections, shall be at an end and all monies paid shall be returned without interest or deduction and Seller shall not be liable for any costs or damages. Save as to any valid objection so made by such day and except for any objection going to the root of the title, Purchaser shall be conclusively deemed to have accepted Seller's title to the property.

#### 16. Purchaser to Accept Easements

- a) The parties agree that after closing and during the road design and construction by the Township, additional easements and lot re-configuration may be required to address



site specific conditions and such easements and re-configuration to be mutually agreed to by the parties with the cost of a final reference plan provided by the Vendor at its sole cost. The Purchaser agrees that the Vendor shall be granted and shall be able to obtain such easements or lot re-configuration at a nominal charge.

#### 17. Adjustments

- a) The Vendor agrees that the deposit, held by the Vendor shall be credited to the Purchaser in the Statement of Adjustments prepared for the Completion Date.
- b) Any rents, mortgage, interest, taxes, local improvements, water and assessment rates shall be apportioned and allowed to the Completion Date, the day itself to be apportioned to the Purchaser.

#### 18. Harmonized Sales Tax

If the sale of the property (Real Property as described above) is subject to Harmonized Sales Tax (HST), then such tax shall be in addition to the Purchase Price. The Seller will not collect HST if the Buyer provides to the Seller a warranty that the Buyer is registered under the Excise Tax Act ("ETA"), together with a copy of the Buyer's ETA registration, a warranty that the Buyer shall self-assess and remit the HST payable and file the prescribed form and shall indemnify the Seller in respect of any HST payable. The foregoing warranties shall not merge but shall survive the completion of the transaction. If the sale of the property is not subject to HST, Seller agrees to certify on or before closing, that the transaction is not subject to HST. Any HST on chattels, If applicable, is not included in the Purchase Price.

### **SECTION VI MISCELLANEOUS**

#### 19. Entire Agreement

There is no representation, warranty, collateral agreement or condition affecting this Agreement of the Property other than expressed herein.

#### 20. Tender

- a) Any tender of documents or moneys hereunder may be made upon the solicitor acting for the party upon whom tender is desired, and it shall be sufficient that a negotiable, certified cheque may be tendered instead of cash.

#### 21. Time of Essence

- b) Time shall be of the essence of this Agreement.

#### 22. Planning Act

- a) This Agreement shall be effective only if the provisions of Section 50 of the *Planning Act*, R.S.O. 1990, as amended are complied with.

## 23. Notices

- a) All notices in this Agreement shall be in writing and shall be deemed to have been given if delivered by hand or mailed by ordinary mail, postage prepaid, addressed to the solicitor for the person to whom such notice is intended to be given at the following address:

Solicitors for the Vendor:

Stutz Brown Self Professional Corporation  
269 Broadway  
Orangeville, ON  
L9W 1K8  
Contact: Stephen Christie  
Email: [schristie@sbslaw.ca](mailto:schristie@sbslaw.ca)  
Phone #: 519-941-7500  
Fax #: 519-941-8381

Solicitor for the Purchaser:

Jennifer Martini

Contact: Yulia Belvaveva  
Email: [jmartini@tmslaw.com](mailto:jmartini@tmslaw.com)  
Phone: 905-625-5591 ext. 293  
Fax: 905-238-3313

If mailed, such notices must also be given by facsimile transmission on the date it was so mailed. If so given, such notices shall be deemed to have been received on the first business day following the date it was delivered or marked mailed out.

## 24. Successors and Assigns

- a) This Agreement shall be binding upon the parties hereto and their respective successors and assigns.

## 25. Schedules

- a) The following Schedules shall form an integral part of this Agreement:
- Schedule "A" Description of Property
  - Schedule "B" Aerial Lot Photo and/or Registered Plan
  - Schedule "C" Development Covenants

## 26. Counterparts

- a) This agreement may be signed in any number of counterparts, each of which is considered to be an original, and all of which are considered to be the same documents.

27. Severability

- a) If any provision of this Agreement, or the application thereof to any circumstances, shall be held to be invalid or unenforceable, then the remaining provisions of this Agreement, or the application thereof to other circumstances, shall not be affected, and shall be valid and enforceable.

IN WITNESS WHEREOF the parties have executed this Agreement.

**HAVANA CASTLE CIGARS**

Per: \_\_\_\_\_  
Name Akram Razek  
Title: Owner  
I have the authority to bind the  
Corporation

**THE CORPORATION OF THE  
TOWNSHIP OF SOUTHGATE**

Per: \_\_\_\_\_  
Name John Woodbury  
Title: Mayor

Per: \_\_\_\_\_  
Name Lindsey Green  
Title: Clerk

We have the authority to bind The  
Corporation of the Township of Southgate.

**Schedule “A” to  
Description of Property  
Proposed to be Sold to Havana Castle Cigars**

All and singular that certain parcel of land located within the Province of Ontario, County of Grey, Township of Southgate

6.95 acres of land in the Southgate Eco Park which is identified in the aerial photo map in Schedule B of this Purchase & Sale Agreement document. Prior to closing the legal survey Plan 16R10053 Part 1 will be deposited with the Registry Office to define the legal description for closing this property sale.

## **SCHEDULE "B"**

### **Aerial Lot Photo Mapping and/or Registered Plan**



## **SCHEDULE "C"**

### **DEVELOPMENT COVENANTS**

#### **1. Title Control**

- a) The Purchaser covenants and agrees to commence construction of a permanent building on the Property which complies with the permitted uses of the Property's zoning within one (1) years of the registration of the Purchaser's ownership of the Property and to substantially complete the construction of the said building in conformity with an approved site plan within two (2) years from the registration of the Purchaser's ownership of the Property.
- b) In the event that the Purchaser has not obtained a building permit in accordance with the provisions of subclause 1.a) above, the Purchaser may request from the Vendor, in writing, an extension of the time specified in subclause 1.a) above up to a maximum extension period of three (3) months, as the case may be (such extension, the "Extended Time") upon payment by the Purchaser to the Vendor of a performance deposit equal to ten (10%) percent of the purchase price of the Property (the "Performance Deposit"). The Performance Deposit shall be refunded to the Purchaser, without interest, upon the Purchaser's compliance with and completion of the provisions of subclause 1.a) above within the Extended Time. In the event that the Purchaser fails to complete construction within the Extended Time, then the Vendor shall, in addition to its other rights and remedies as set out herein or otherwise, be entitled to retain the Performance Deposit as liquidated damages and not as a penalty, in partial or full satisfaction of the Vendor's damages, as the case may be.
- c) If the Purchaser does not comply with the provisions of subclause 1.a) above within the periods therein specifically set out or within the Extended Time, the Purchaser, will, at the option of the Vendor by notice in writing to the Purchaser, re-convey good title to the Property to the Vendor, free and clear of all encumbrances, in consideration for payment by the Vendor to the Purchaser of 80% of the purchase price paid by the Purchaser to the Vendor for the conveyance of the Property in the first instance (the "Discounted Consideration"). The Vendor shall be allowed to deduct from the Discounted Consideration all of its reasonable costs, realty commission and legal fees incurred with respect to the original conveyance of the Property by the Vendor to the Purchaser, as well as the costs of the Vendor in re-acquiring the Property, including without limitation, realty commission, registration costs, land transfer tax, legal fees and such other costs as reasonably incurred by the Vendor therefor. The Vendor shall not be required to pay for any improvements that may have been made, constructed, installed or performed by the Purchaser on the Property.
- d) Subject to subclause 1.c) above, the Purchaser covenants that it will not sell the Property or any part thereof to any person, firm or corporation without first offering, in writing, to sell the Property to the Vendor for consideration equal to or less than the Discounted Consideration, less all of its reasonable costs, realty commission and legal fees incurred with respect to the original conveyance of the Property by the Vendor to the Purchaser, as well as the costs of the Vendor in re-acquiring the Property, including without limitation, realty commission, registration costs, land transfer tax, legal fees and such other costs as

reasonably incurred by the Vendor therefor. The Vendor shall not be required to pay for any improvements that may have been made, constructed, installed or performed by the Purchaser on the Property. The Vendor shall have ninety (90) days from the receipt of an offer made by the Purchaser under this subclause, to accept such offer which acceptance shall be in writing. If the Vendor does not accept an offer to sell made by the Purchaser under the provisions of this subclause, the Purchaser shall have the right to transfer the Property to a third party so long as it does so within sixty (60) days from the date of the expiration of the Vendor's right to repurchase as set out herein. If the Property is not transferred within the said sixty (60) day period, no transfer of the Property will be made without again first offering to sell the Property to the Vendor on the terms as set out above. The limitation contained in this subclause, will expire upon the Purchaser fulfilling all of the building requirements as set out in subclauses 1.a) and 1.b) above.

## 2. Occupation of Building

- a) If the Purchaser or a lessee thereof fails to occupy the building within six (6) months after satisfying the provisions of subclauses 1.a) and 1.b) above with respect to the completion of the building, and for so long as the building remains unoccupied, beginning on the first day following the six (6) month period after satisfying the provisions of subclauses 1.a) and 1.b) above, the Purchaser shall pay to the Vendor as liquidated damages, quarterly amounts equal to the difference in Property tax between what is being paid by the Purchaser as Property tax for the Property when deemed vacant land and what would be paid as Property tax by the Purchaser for the Property if the building was occupied. If any such payment is not duly remitted by the Purchaser, interest shall be calculated on the balance owing in the same manner and shall be paid at the same rate to the Vendor as interest is calculated and paid to the Vendor on unpaid taxes.
- b) In the event that the Purchaser or the Purchaser's lessee has not occupied the building in accordance with the provisions of subclause 2.a) above, the Purchaser may request, in writing, that the Vendor extend the time for occupation of the building for a maximum period of 6 months, which request the Vendor shall review and may approve in its sole and unfettered discretion. Additional Extensions can be granted at the option of the Vendor, upon written request from the Purchaser prior to the expiry of any prior extensions granted by the Vendor.

## 3. Assignment of Covenants

- a) The Purchaser acknowledges and agrees that the covenants and restrictions herein shall run with the title to the Property. The Purchaser, for themselves, its successors, heirs, and assigns in title from time to time of all or any part or parts of the Property will observe and comply with the stipulations, restrictions, and provisions herein set forth (the "Restrictions"), and covenants that nothing shall be erected, fixed, placed or done upon the Property or any part thereof in breach or in violation or contrary to the Restrictions or the provisions of this Agreement of Purchase and Sale and that the Purchaser will require every subsequent Purchaser or every successor in title to assume and acknowledge the binding effect of this document, as well as, covenant to observe and comply with the Restrictions and other covenants herein, and the surviving provisions of this Agreement of Purchase and Sale.

4. Force Majeure

- a) If the Purchaser shall be unable to fulfill, or shall be delayed or restricted in fulfilling any of the obligations set out herein due to any act or neglect of the Vendor or any of its employees, or due to strikes, walkouts, lockouts, fire, unusual delay by common carriers, or by any other cause beyond the Purchaser's reasonable control, then the time for fulfilling any such obligations shall be extended for such reasonable time as may be required by the Purchaser to fulfill such obligation.

5. Right to Waive

- a) Notwithstanding anything herein contained, the Vendor and its successors shall have the power by instrument or instruments in writing from time to time to waive, alter or modify the herein covenants and restrictions with respect to their application to any part of the Property without notice to or approval from the Purchaser or notice to or approval from the owners of any other adjacent or nearby lands.

6. Sanitary Sewer and Water Services

- a) The Vendor shall supply access to a sewer connection for this property in the road allowance at the property line. Depending on the building elevation, sewage pumping may be required from this property.
- b) The Vendor shall supply access to a water service lateral connection for this property in the road allowance at the lot line with shut off valve. Service connections for water greater than a one (1) inch standard service connection can be provided and will be at the expense of the Purchaser.

7. Other Property Sale Site Specific Conditions

- i. \_\_\_\_\_  
\_\_\_\_\_
- ii. \_\_\_\_\_  
\_\_\_\_\_
- iii. \_\_\_\_\_  
\_\_\_\_\_
- iv. \_\_\_\_\_  
\_\_\_\_\_
- v. \_\_\_\_\_  
\_\_\_\_\_



## **Township of Southgate**

### **Administration Office**

185667 Grey Road 9, RR 1

Dundalk, ON N0C 1B0

**Phone:** 519-923-2110

**Toll Free:** 1-888-560-6607

**Fax:** 519-923-9262

**Web:** [www.southgate.ca](http://www.southgate.ca)

## **Staff Report CAO2021-051**

**Title of Report:** New Dundalk Village Pharmacy Project and Request for Building Construction Extension Approval

**Department:** Administration

**Council Date:** June 16, 2021

### **Council Recommendation:**

**Be it resolved that** Council receive staff report CAO2021-051 as information; and

**That** Council approve the New Dundalk Village Pharmacy project request for an acknowledgement of the building construction deadline to start construction requirement as set out in the original property purchase and sale agreement date February 21<sup>st</sup>, 2018; and

**That** Council direct staff to execute the Legal Acknowledgement document that required construction to have started within 3 years of the property sale date is complete to the satisfaction of the vendor and that the substantial completion of building construction in the next 18 months of the New Dundalk Village Pharmacy building remains a condition of the Purchase and Sale Agreement.

### **Background:**

The Dundalk Village Pharmacy has now progressed with their project to start construction. The building permit application is complete, the Southgate Building Department has reviewed the plans and permits have been issued.

Dundalk Village Pharmacy has now started building construction on the property. With that said a condition in the purchase and sale agreement in Schedule C Section 9 states the following condition:

9. The Purchaser covenants and agrees to satisfy the terms as set out above and to commence construction of a permanent building on the Property which complies with the permitted uses of the Property's zoning within two (2) years of the registration of the Purchaser's ownership of the Property and to substantially complete the construction of the said building within three (3) years from the registration of the Purchaser's ownership of the Property. If the Purchaser does not comply with this clause by showing no evidence of completing the required works or development of or the completion of building on the property, the Purchaser will, at the option of the Vendor by notice in writing to the Purchaser, re-convey good title to the Property to the Vendor, free and clear of all encumbrances, in consideration for payment by the Vendor to the Purchaser of 80% of the purchase price paid by the Purchaser to the Vendor for the conveyance of the Property. Purchaser shall

further pay all of the Township's reasonable expenses relating to such transfer.

### **Staff Comments:**

The Dundalk Village Pharmacy is requesting the Township of Southgate approve the acknowledgement document included in this staff report as Attachment #1. As a result of building design challenges within the property, construction costs and COVID-19 the project has been delayed. With that said they have started construction with the foundation in place and the project progressing.

Staff recommend that Council approve the execution of the Acknowledgement document through our lawyer based on Council approval to agree to support the project and that substantial completion of building construction of the New Dundalk Village Pharmacy building remains a condition.

### **Financial Impact or Long Term Implications**

There is no financial impact to the municipality as a result of this report.

### **Communications & Community Action Plan Impact:**

This report has been written and presented to Council to communicate accurate information to the public.

### **Goal 3 - Promoting Health Services and Housing Choices**

**Action 3:** The residents and businesses of Southgate envision a caring community which meets the needs of all ages and incomes for a healthy and comfortable life, even as our population grows and changes.

### **Concluding Comments:**

1. That Council receive this staff report as information.
2. That Council direct staff to execute the Legal Acknowledgement document that required construction to have started within 3 years of the property sale date is complete to the satisfaction of the vendor and that the substantial completion of building construction of the New Dundalk Village Pharmacy building remains a condition of the Purchase and Sale Agreement.

Respectfully Submitted,

**CAO approval:** Original Signed By

Dave Milliner – CAO

[dmilliner@southgate.ca](mailto:dmilliner@southgate.ca)

519-923-2110 x223

- Attachment 1 – Acknowledgement document for Dundalk Village Pharmacy Building Construction Project

**ACKNOWLEDGEMENT RE: ACTUAL COST NOTICE**

TO: Dundalk Village Pharmacy Ltd. (the “**Original Purchaser**”)

AND TO: 2625635 Ontario Inc. (the “**Purchaser**”)

AND TO: Loopstra Nixon LLP

RE: Purchase Agreement dated February 21, 2018, between the Original Purchaser and The Corporation of the Township of Southgate (the “**Vendor**”), as assigned by the Original Purchaser to the Purchaser, and as amended from time to time (collectively, the “**Purchase Agreement**”)

AND RE: The completion of certain works and obligations, as identified in Schedule “C” of the Purchase Agreement (the “**Obligations**”).

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The Vendor hereby acknowledges and confirms that each of the Obligations outlined in Schedule “C”, including for certainty, but without limitation, those Obligations outlined in Section 9 of Schedule “C”, have been completed in accordance with the terms of the Purchase Agreement and to the complete satisfaction of the Vendor.

DATED this \_\_\_\_ day of June, 2021.

**THE CORPORATION OF THE TOWNSHIP OF  
SOUTHGATE**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

## **Township of Southgate**

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## **Staff Report CAO2021-052**

**Title of Report:** Downtown Dundalk Revitalization Public Consultation  
Feedback and Council decision on applying for the Canada  
Healthy Community Initiatives Grant Funding Report

**Council Date:** June 16, 2021

### **Council Recommendation:**

**Be it resolved that** Council receive staff report CAO2021-052 as information; and

**That** Council assess the initial Downtown Dundalk Revitalization Project survey feedback received to date from the 15 survey responses received; and

**That** Council approve Southgate staff to develop and submit an application for the Canada Healthy Community Initiatives grant funding for the Downtown Dundalk Revitalization Project to create accessibility and gather place environment without the support of Grant Match by the June 25, 2021 deadline.

### **Background:**

#### **Canada Healthy Community Initiatives Grant**

The Mayor and staff hosted a public consultation meeting with the Dundalk Downtown businesses and property owners on May 18<sup>th</sup>, 2021 to discuss the revitalization for building accessibility as well as the future streetscape look and design of Proton Street North between Main and Holland Streets, our Community Action Plan goals received and our Community Improvement Plan program.

Staff presented staff report CAO2021-046 titled the "Downtown Dundalk Revitalization Project Survey Feedback Report" at the June 2, 2021 Council meeting and the following resolution was approved:

**Moved By** Councillor Dobreen; **Seconded By** Councillor Shipston;

**Be it resolved that** Council receive staff report CAO2021- 046 as information; and

**That** Council assess the initial Downtown Dundalk Revitalization Project survey feedback received to date from the first 8 responses received and that staff will continue to receive response until the 10th of June, 2021; and

**That** Council direct staff to hold a second Downtown Dundalk Revitalization Project Virtual Public Consultation/Discussion meeting on June 8th, 2021 with the business and downtown property owners to look for the next steps in submitting an application or not for the Canada Healthy Community Initiatives grant funding; and

**That** staff report back to Council at the June 16, 2021 meeting for a final decision on how we proceed with submitting an application for the Canada Healthy Community Initiatives grant funding.

Carried No. 2021-312

**Staff Comments:**

Staff received and assessed the 15 surveys and feedback received and reported that information at a virtual public meeting with some Downtown Dundalk businesses and property owners on June 8<sup>th</sup>, 2021 at 7:00 pm. A copy of an overview report of the current survey feedback from the 15 respondents received by staff is included in this report as Attachment #1. Staff have also included in a copy of the presentation document used at the June 8<sup>th</sup>, 2021 public consultation meeting as Attachment #2.

As reported at the June 2, 2021 Council meeting, some of the survey feedback is conflicting because of the support for the accessibility improvement at 73% without disagreement. Changing sidewalks is at 53% support, 13% unsure and 33% disagree. They were in support with 83% agreeing to the use of sidewalk space for outdoor commerce and 67% supported and 13% undecided of Downtown Farmers Market.

On the other hand reduce street parking or to go with one-way traffic flow on Proton Street is concerning too many. To create building accessibility and sidewalk area Proton Street would have to be reduced to one-way traffic and/or Parking on one side of Proton Street North would have to be given up. To solve the accessibility issue and create outdoor public space for social events and outdoor commerce, one-way traffic and parking on one side of Proton Street North would have to be given up. Another option is the closure of Proton Street for specific events, but that comes with staff time to closing road, change in access to parking lot route challenges and the public frustration of change.

Staff will need to look at a bundled solution to address accessibility, sidewalk, parking and street designs with a robust future parking expansion plan and policies, if this project is to proceed. This project if we proceed and receive funding, we will need concept street designs and options, as well as further public meetings to have discussions on the final design. The Community Action Plan Goal 2–Revitalizing Downtown Dundalk provides 8 clear directive/initiatives to address the downtown issues from the CAP consultations and more gravely are the comments from the survey by business owners themselves, saying there is a problem, is concerning. One of the comments at one of the public consultation meetings was along the lines of if we create the downtown of community events to attract people and/or the vendors we could run out or we would not have enough parking. Let us strive for that success or problem depending on the cup half full or half empty thinking, and then we will find more parking options when that is our problem or success.

We need to decide whether we lead with creating change based on the Community Action Plan and solve the issues supported by the survey results and find solutions to address the concerns to increase parking and access the downtown business

section from other access points like Artemesia Street, Dundalk Street, Holland Street, Owen Sound Street, Proton Street and the Rail Trail Lane. The other option, to do nothing and that is not an option for those that want to see change.

## **Financial Impact or Long-Term Implications**

### **Canada Healthy Community Initiatives Grant**

The available funding in the program is \$31 million investment by the Federal Government and support projects. The minimum funding for a project is \$5,000.00 and maximum amount is \$250,000.00 for each application approved. Grant Match staff completed the research for this applicable funding program opportunity, and they feel it is a good fit for our Downtown Dundalk project.

At the present time we have reserves to support this project with \$30,000 for Downtown Improvements and EcDev signage of \$24,568.26, with some required to support the RED Fund project. Additional funding if the project application were approved could be from the Township's Tax Stabilization reserve (\$997,091.88) and possibly the Modernization Funds (\$498,919.37).

There is no financial cost impact to the municipality in making an application for this grant in the 2021 budget as financial requirement to tender and upgrade or construct would be in 2022.

Southgate will not use Grant Match to submit this application in case we were approved for funding and the project could not proceed.

### **Communications & Community Action Plan Impact:**

This report has been written and presented to Council to communicate accurate information to the public.

### **Goal 2 – Revitalizing Downtown Dundalk**

**Action 2:** The residents and businesses of Southgate envision our largest town once again becoming a source of community pride and a hotbed of community activity, with a much-improved appearance and a broader range of business opportunity.

**Strategic Initiatives 2-E (2019-2023):** The Township will increase its support for, and promotion of, community events, festivals, parades, library activities, and other events that attract people to the downtown area.

**Strategic Initiatives 2-A (2019-2023):** The County and the Township will have reconstructed Main Street. – *Main Street East completed and Main West in 2026*

**Strategic Initiatives 2-B (2019-2023):** The Township will have developed, adopted and implemented Community Improvement Plans for settlement areas, including incentives for downtown redevelopment and re-use. – *Completed*

**Strategic Initiatives 2-C (2019-2023):** The Township will have modified the vacant commercial premises tax rebate program, in order to remove disincentives to restoration and re-use. – *Completed*

**Strategic Initiatives 2-D (2019-2023):** The Township will have taken aggressive action to enforce compliance by downtown buildings with property standards Building Code, and Fire Code Regulations. – *Completed appointed FPO*

**Strategic Initiatives 2-F (2019-2023):** The Township will appoint and work with a Downtown Revitalization Advisory Committee, involving community organizations, businesses, landlords and tenants, and other stakeholders. – *Outstanding*

**Strategic Initiatives 2-G (2019-2023):** The Township will have installed prominent signage to direct visitors to downtown attractions and businesses. – *Outstanding*

**Strategic Initiatives 2-H (2019-2023):** The Township will support the renewal of the downtown murals. – *Outstanding*

### **Concluding Comments:**

1. That Council receive this staff report as information.
2. That Council assess the initial Downtown Dundalk Revitalization Project survey feedback received to date and the June 8, 2021 presentation with comments.
3. That Southgate staff proceed to submit an application for a Downtown Dundalk Revitalization Project under the Canada Healthy Community Initiatives grant funding by the June 25, 2021 deadline, to create accessibility and gather place environment without the support of Grant Match in the preparation of the submission.
4. That staff continue to work with individual business owners of the Downtown Dundalk Revitalization Project and through creation of a Southgate Chamber of Commerce meetings over the next few months to deal with addressing building accessibility, parking issues, creating event space, creating an attraction and truck traffic on Proton Street should the application be approved or for future funding opportunities.
5. That staff continue to work on completing the Proton Street Eastside parking lot project.
6. That staff approach and work with the County of Grey to develop a plan for the railway lands corridor land use between Main and Holland Streets to link with the Holland to Grey Street proposes changes for the New Medical Centre project.
7. That staff work with Dundalk Lions Club and South East Grey Community Health Centre to establish the future use of the building and the parking space once the new CHC is constructed on Dundalk Street.
8. Staff should develop Policies and By-law for Downtown Dundalk Parking and Truck traffic on Proton Street.
9. EcDev staff will need to develop a strategy and communications plan through signage to create awareness.

Respectfully Submitted,

**CAO approval: Original Signed By**

Dave Milliner – CAO

[dmilliner@southgate.ca](mailto:dmilliner@southgate.ca)

519-923-2110 x210

**Attachments:**

- Attachment 1 – Downtown Dundalk Revitalization Project Survey Results Report
- Attachment 2 – Downtown Dundalk Revitalization Project - June 8, 2021 Public Meeting Presentation





**Revitalizing Proton Street  
Dundalk for Accessibility,  
Streetscape & Downtown  
Business Area Upgrades Survey**

Survey Topic		Description of Topic	Yes or Agree	No or Disagree	I am Undecided
1	<b>Business Accessibility</b>	Do you support the Township creating changes to Proton Street sidewalks between Main Street and Holland Street to address on grade Accessibility into your building or business to attract those persons with physical disabilities.	11 73%	0	4 27%
2	<b>New Sidewalks</b>	To make existing businesses accessible on the west side of Proton Street will require 2 levels of sidewalks, with one next to buildings that changes in elevations gradually to meet up with entrance levels of the business. The lower sidewalk accessed by stairs and ramp designs that would be for the open space areas, street commerce, streetscape furniture/rest areas, outdoor events and crossing over to businesses on the other side of the street.	8 53%	5 33%	2 13%
3	<b>Downtown Dundalk and Outdoor Commerce</b>	Do you support the use of sidewalk areas being used for Outdoor Commerce by the Business Owners	13 87%		2 13%
4	<b>Downtown Dundalk and the Local Weekly Farmers Market</b>	Do you support the use of sidewalk open space areas by the Southgate Farmers Market as being positive to Downtown Business attraction to bring more people into Dundalk.	10 67%	3 20%	2 13%
5	<b>Gather Place for Downtown Dundalk</b>	The Community Action Plan has identified the Dundalk Downtown business section should have a place to attract community events, festivals, parades, etc. to support local businesses and commerce. Do you agree?	12 80%	1 7%	2 13%



6	<b>Proton Street look related to traffic flow.</b>	(a) Do you support closing part or all of Proton Street to vehicular traffic.	2 13%	11 73%	2 13%
<b>Survey Topic</b>		<b>Description of Topic</b>	<b>Yes or Agree</b>	<b>No or Disagree</b>	<b>I am Undecided</b>
7	<b>Proton Street look related to traffic flow.</b>	(b) Do you support reducing Proton Street to one way traffic flow from Main Street to Holland Street.	3 20%	10 67%	2 13%
8	<b>Proton Street look related to traffic flow.</b>	(c) Do you support reducing Proton Street to one way traffic flow from Holland Street to Main Street.			
9	<b>Proton Street Parking</b>	Do you support reduced parking on Proton Street and the increased parking and upgrade project on the east side lot to pave, increase lighting and identify parking spots.	7 46%	4 27%	4 27%
10	<b>Future Proton Street Parking</b>	Do you believe the Township needs to work with business owners and the County of Grey to develop future parking adjacent to the rail trail.	13 87%		2 13%
11	<b>Future Proton Street Parking</b>	Do you believe the Township needs to develop a future parking lot on municipal property that is now part of Lions Medical Centre.	10 67%	1 7%	4 26%
12	<b>Rear Entrance to your Business</b>	How do you feel about creating a rear entrance to your Business to increase customer access points to Proton Street from Downtown Dundalk parking lots.	5 33%	5 33%	5 33%
13	<b>Community Improvement Plan Presentation (CIP)</b>	Do you see yourself applying for a CIP incentive to financially support the growth or sustainability of your business in the next 5 years.	8 53%	2 13%	5 33%
14	<b>Other Comments or Suggestions you have related to Downtown Dundalk</b>	_____ _____ _____ _____ _____			



15	<b>Other Comments or Suggestions you have related to Community Improvement Plan</b>	

## CIP User Survey

<b>Priority Areas</b>		<b>Priority Ranking (1 to 7)</b>
Adaptive Re-use of Commercial Buildings	2,4,3,7,3,2,4,1 7,1,6,1,1,3,5	(50) 2
Adaptive Re-use of Industrial and Institutional Buildings	5,5,6,5,6,3,5,1 7,2,7,4,6,3,5	(70) 6
Affordable and Attainable Housing	6,6,4,6,4,6,3,1 1,4,7,3,2,3,5	(61) 4
Downtown Improvements	1,1,5,2,1,1,1,1 7,3,6,2,3,1,5	(40) 1
Redevelopment/Conversion of Brownfield	4,2,1,3,5,7,6,1 7,6,4,5,5,3,5	(64) 5
Vacant Land/Greyfield Properties	3,3,2,4,2,4,2,1 7,5,4,6,4,3,5	(55) 3
Value Added Agricultural Uses	7,7,7,1,7,5,7,1 7,7,5,7,7,3,5	(83) 7

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### **Southgate's Community Improvement Plan Goals:**

The goals and objectives of the Southgate CIP as it is approved is to ensure that community improvement activities are contributing to the vision for Southgate. The incentive programs as described below are designed to contribute toward achieving one or more of the following goals that need to be reviewed and prioritized on annual basis:

- **Adaptive Re-use** of commercial buildings to support development of new commercial uses.
- **Adaptive Re-use** of industrial and institutional buildings to support development of new business to create employment opportunities and community uses.
- **Attainable and Affordable Housing** to increase attainable housing stock, multi-unit housing, rooming house developments, purpose built rental housing, and apartment dormitory style developments.
- **Downtown Revitalization** of store fronts, building interiors, publicly used frontages and streetscapes, reduction of vacant storefronts and increased residential capacity.





# **DOWNTOWN DUNDALK ACCESSIBILITY, STREETScape & COMMUNITY SPACE PROJECT MEETING**

**June 8, 2021  
Survey Results  
&  
Public Consultation  
Meeting**



# GOALS OF THIS MEETING

- 1. Review of Survey Results for Downtown Revitalization**
- 2. Discuss the Southgate CAP Downtown Dundalk projects community feedback**
- 3. Discuss options to improve survey conflicts:**
  - **Building Accessibility**
  - **Parking trade-off**
  - **Proton Street traffic flow – one way versus 2 lanes**
- 4. Discuss a Funding opportunity to invest in Downtown Dundalk or Not**

# REVIEW OF SURVEY RESULTS FOR DOWNTOWN REVITALIZATION

Survey Topic		Description of Topic	Yes or Agree	No or Disagree	I am Undecided
1	Business Accessibility	Do you support the Township creating changes to Proton Street sidewalks between Main Street and Holland Street to address on grade Accessibility into your building or business to attract those persons with physical disabilities.	11	0	4
2	New Sidewalks	To make existing businesses accessible on the west side of Proton Street will require 2 levels of sidewalks, with one next to buildings that changes in elevations gradually to meet up with entrance levels of the business. The lower sidewalk accessed by stairs and ramp designs that would be for the open space areas, street commerce, streetscape furniture/rest areas,	8	5	2



# REVIEW OF SURVEY RESULTS FOR DOWNTOWN REVITALIZATION

Survey Topic		Description of Topic	Yes or Agree	No or Disagree	I am Undecided
3	Downtown Dundalk and Outdoor Commerce	Do you support the use of sidewalk areas being used for Outdoor Commerce by the Business Owners	13	0	2
4	Downtown Dundalk and the Local Weekly Farmers Market	Do you support the use of sidewalk open space areas by the Southgate Farmers Market as being positive to Downtown Business attraction to bring more people into Dundalk.	10	3	2

# REVIEW OF SURVEY RESULTS FOR DOWNTOWN REVITALIZATION

Survey Topic		Description of Topic	Yes or Agree	No or Disagree	I am Undecided
5	Gather Place for Downtown Dundalk	The Community Action Plan has identified the Dundalk Downtown business section should have a place to attract community events, festivals, parades, etc. to support local businesses and commerce. Do you agree?	12	1	2
6	Proton Street look related to traffic flow.	(a)Do you support closing part or all of Proton Street to vehicular traffic.	2	11	2

# REVIEW OF SURVEY RESULTS FOR DOWNTOWN REVITALIZATION

Survey Topic		Description of Topic	Yes or Agree	No or Disagree	I am Undecided
7	Proton Street look related to traffic flow.	(a)Do you support reducing Proton Street to one way traffic flow from Main Street to Holland Street.	3	10	2
8	Proton Street look related to traffic flow.	(a)Do you support reducing Proton Street to one way traffic flow from Holland Street to Main Street.			

# REVIEW OF SURVEY RESULTS FOR DOWNTOWN REVITALIZATION

Survey Topic		Description of Topic	Yes or Agree	No or Disagree	I am Undecided
9	Proton Street Parking	Do you support reduced parking on Proton Street and the increased parking and upgrade project on the east side lot to pave, increase lighting and identify parking spots.	7	4	4
10	Future Proton Street Parking	Do you believe the Township needs to work with business owners and the County of Grey to develop future parking adjacent to the rail trail.	13	0	2

# REVIEW OF SURVEY RESULTS FOR COMMUNITY IMPROVEMENT PLAN

Survey Topic		Description of Topic	Yes or Agree	No or Disagree	I am Undecided
11	<b>Future Proton Street Parking</b>	Do you believe the Township needs to develop a future parking lot on municipal property that is now part of Lions Medical Centre.	10	1	4
12	<b>Rear Entrance to your Business</b>	How do you feel about creating a rear entrance to your Business to increase customer access points to Proton Street from Downtown Dundalk parking lots.	5	5	5

# REVIEW OF SURVEY RESULTS FOR DOWNTOWN REVITALIZATION

Survey Topic		Description of Topic	Yes or Agree	No or Disagree	I am Undecided
13	Community Improvement Plan Presentation (CIP)	Do you see yourself applying for a CIP incentive to financially support the growth or sustainability of your business in the next 5 years.	8	2	5

# COMMUNITY ACTION PLAN GOALS & COMMITMENTS FOR DOWNTOWN DUNDALK

## Goal 2 - Revitalizing Downtown Dundalk

**Action 2:** The residents and businesses of Southgate envision our largest town once again becoming a source of community pride and a hotbed of community activity, with a much-improved appearance and a broader range of business opportunity.

**Strategic Initiatives 2-A (2019-2023):** The County and the Township will have reconstructed Main Street.

- Main Street East **completed**; and
- Main Street West planned for 2026.

**Strategic Initiatives 2-B (2019-2023):** The Township will have developed, adopted and implemented Community Improvement Plans for settlement areas, including incentives for downtown redevelopment and re-use. **Completed**

- CIP approved by Southgate Council

# COMMUNITY ACTION PLAN GOALS & COMMITMENTS FOR DOWNTOWN DUNDALK

## Goal 2 - Revitalizing Downtown Dundalk

**Action 2:** The residents and businesses of Southgate envision our largest town once again becoming a source of community pride and a hotbed of community activity, with a much-improved appearance and a broader range of business opportunity.

**Strategic Initiatives 2-C (2019-2023):** The Township will have modified the vacant commercial premises tax rebate program, in order to remove disincentives to restoration and re-use. **Completed**

- **Vacancy Tax Rebate program cancelled by Council effective July 1<sup>st</sup>, 2021.**

**Strategic Initiatives 2-D (2019-2023):** The Township will have taken aggressive action to enforce compliance by downtown buildings with property standards Building Code, and Fire Code regulations. **Completed**

- **The Township has hired a Fire Prevention Officer and is conducting some inspections and will be more active after COVID is behind us.**



# COMMUNITY ACTION PLAN GOALS & COMMITMENTS FOR DOWNTOWN DUNDALK

## Goal 2 - Revitalizing Downtown Dundalk

**Action 2:** The residents and businesses of Southgate envision our largest town once again becoming a source of community pride and a hotbed of community activity, with a much-improved appearance and a broader range of business opportunity.

**Strategic Initiatives 2-E (2019-2023):** The Township will increase its support for, and promotion of, community events, festivals, parades, library activities, and other events that attract people to the downtown area.

- **Downtown Dundalk a “Place” that will attract people to events in the Business section of Town.**

**Strategic Initiatives 2-F (2019-2023):** The Township will appoint and work with a Downtown Revitalization Advisory Committee, involving community organizations, businesses, landlords and tenants, and other stakeholders.

- **Another topic for discussion to restart a Chamber or Business Association lead by our new Economic Development Officer.**

# COMMUNITY ACTION PLAN GOALS & COMMITMENTS FOR DOWNTOWN DUNDALK

## Goal 2 - Revitalizing Downtown Dundalk

**Action 2:** The residents and businesses of Southgate envision our largest town once again becoming a source of community pride and a hotbed of community activity, with a much-improved appearance and a broader range of business opportunity.

**Strategic Initiatives 2-G (2019-2023):** The Township will have installed prominent signage to direct visitors to downtown attractions and businesses.

- RED funding project for signage, banners and downtown furniture.

**Strategic Initiatives 2-H (2019-2023):** The Township will support the renewal of the downtown murals.

- Meeting discussion and Chamber discussion.

# CAP GOAL 2-E & THE TOWNSHIP'S COMMITMENTS TO REVITALIZING DOWNTOWN DUNDALK

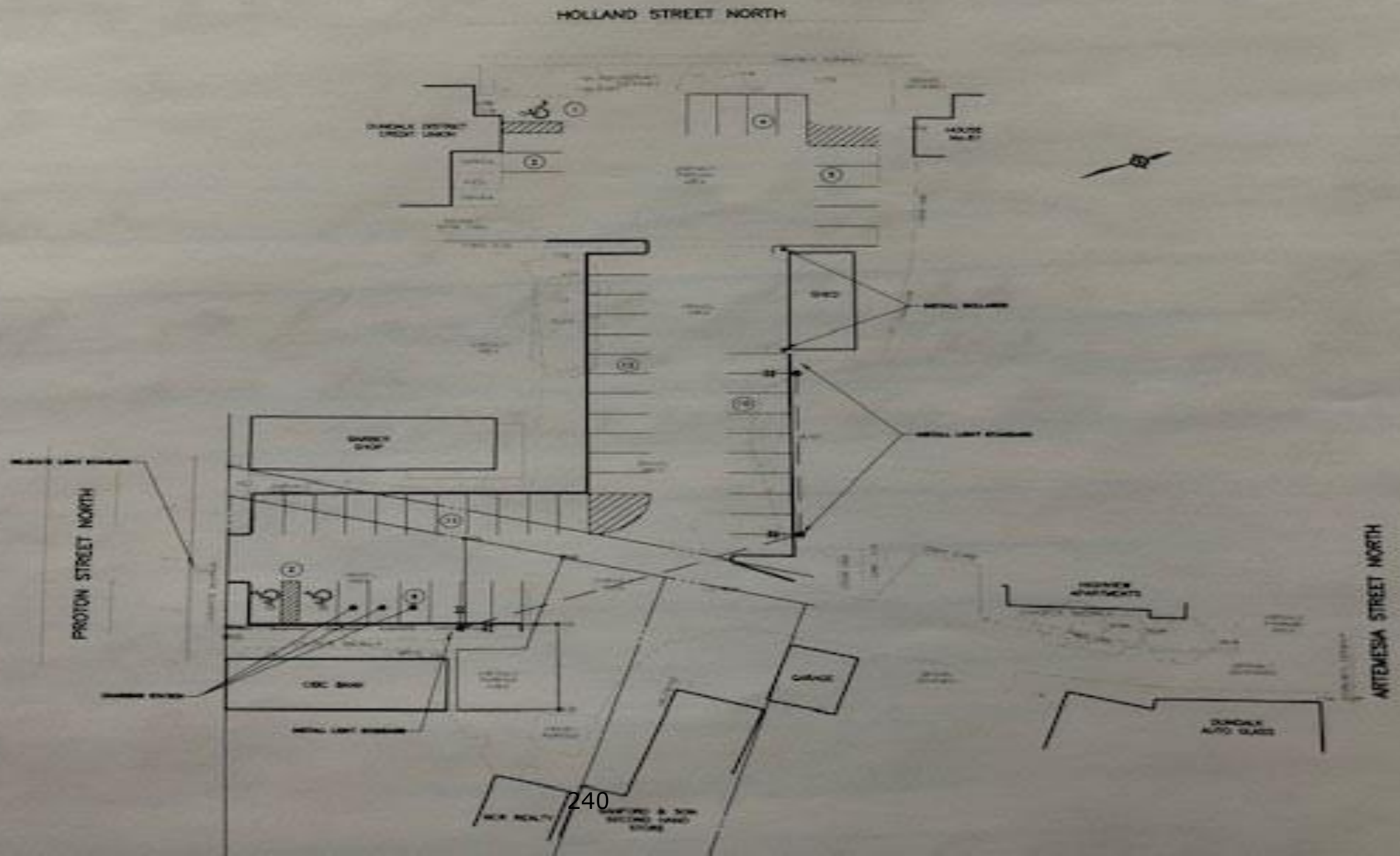
**Action 2:** The residents and businesses of Southgate envision our largest town once again becoming a source of community pride and a hotbed of community activity, with a much-improved appearance and a broader range of business opportunity.

**Strategic Initiatives 2-E (2019-2023):** The Township will increase its support for, and promotion of, community events, festivals, parades, library activities, and other events that attract people to the downtown area.

**What do we need to consider to achieve this specific initiative?**

- Make Downtown buildings on Proton Street accessible
- Improve the appearance of the streetscape with boardwalk areas for outdoor commerce spaces, trees, flower boxes, banners, benches, rest areas, etc.
- Create outdoor space for community events and develop a mall effect.
- Increase downtown parking lot capacity in a growing community.
- Re-route large truck traffic to Dundalk Street for public safety

# DUNDALK DOWNTOWN PARKING LOT PROJECT





# FUTURE DOWNTOWN DUNDALK PARKING DEVELOPMENT





# TO SOLVE BUILDING ACCESSIBILITY CHALLENGES ON PROTON STREET

**Considerations to deal with the Revitalization issues in conflict:**

**1. To create building accessibility and sidewalk area:**

- One-way traffic; and/or
- Parking on one side of Proton Street North.

**2. To create outdoor public space for social events and outdoor commerce:**

- One-way traffic and parking on one side of Proton Street North; or
- Closure of Proton Street for events comes with access to parking lot challenges.

**3. Increase parking lot spaces:**

- i. Finish parking project on east side & Credit Union property Agreement. in 2021; &
- ii. Create an agreement with Grey County for parking development on rail trail; &
- iii. Develop more parking in the present Medical Centre parking lot off Dundalk Street; &
- iv. Policy & By-law Enforcement for long<sup>242</sup> term apartment and employee parking.

# **CURRENT FUNDING OPPORTUNITY TO INVEST IN DOWNTOWN DUNDALK**

## **Canada Healthy Communities Initiative Grant Funding:**

- **Eligible for up to \$250,000 of eligible project costs**
- **Applications for funding are due June 25<sup>th</sup>, 2021 @ 5 pm**
- **Project must be completed by June 30<sup>th</sup>, 2022.**
- **Southgate's application would seek funding for the intake to improved mobility options to increase physical distancing, increase safe social connectivity, walkability and pedestrian safety.**

# **ACCESSIBILITY, STREETSCAPE AND OPEN SPACE IMPROVEMENTS**

## **1. Next steps:**

- i. Council decision on application submission.**
- ii. Continue discussion through creation of a Chamber of Commerce to create change in Downtown Dundalk.**
- iii. If we proceed and receive funding approval, Southgate will need to have a public discussion on sidewalk and street design changes that will be required to complete the project through dialogue, consensus and majority support.**

## **2. Discussion & Questions**



**Township of Southgate**  
**Administration Office**  
185667 Grey Road 9, RR 1  
Dundalk, ON N0C 1B0



**Phone:** 519-923-2110  
**Toll Free:** 1-888-560-6607  
**Fax:** 519-923-9262  
**Web:** [www.southgate.ca](http://www.southgate.ca)

## **Staff Report PL2021-050**

**Title of Report:** PL2021-50-SP 11-21 772186 Highway 10 Ltd  
**Department:** Clerks  
**Branch:** Planning Services  
**Council Date:** June 16, 2021

### **Recommendation:**

**Be it resolved that** Council receive Staff Report PL2021-050 for information; and  
**That** Council consider approval of By-law 2021-089 authorizing the entering into a Site Plan Agreement.

### **Property Location: 772186 Highway 10**



### **Background:**

This Site Plan Amending Agreement amends the current agreement that was approved July 8, 2020 and registered on title as well as the amending agreement

that was recently approved in April that was as a result of changed aisle widths between buildings as well as the entrance width. Following that approval by Council, the Ministry of Transportation required further changes to the entrance and reduced the entrance from 10m down to 8m in width. The reduction in the front entrance apron from 10m to 8m in width will reduce the overall impervious coverage on the site by approximately 37 sq.m. Given that the revised site plan reduces the amount of impervious surface, there are no adverse impacts on the overall stormwater management design for the project. As such, no changes are proposed to the site stormwater and servicing design. The MTO has approved the current plan that is before Council and it is not anticipated that there will be further changes to this plan.

**Staff Comments:** The Site Plan and Site Plan Agreement amends the existing amended site plan agreement to replace the existing schedules in the agreement with new ones to reflect the reduced paved area and narrower entrance.

There are no other changes proposed and if Council agrees this agreement can be registered on title and the property owners can apply for their building permits.

**Financial Implications:** None.

**Concluding Comments:** Based on the above it is recommended that the Council receive this staff report for information and consider approval of By-law 2021-089 authorizing the Site Plan Amending Agreement.

Respectfully Submitted,

**Municipal Planner:** *Original Signed By*  
Clinton Stredwick, BES, MCIP, RPP



**CAO Approval:** *Original Signed By*  
Dave Milliner, CAO

**Attachments:** None.

The Corporation of the Township of Southgate  
By-law Number 2021-089

**Being a by-law to authorize the execution of a Site Plan Control Agreement**

**Whereas** Section 41 of the Planning Act, RSO 1990, Chapter P.13 as amended authorizes municipalities to designate areas of Site Plan Control, and to subsequently enter into agreements with respect to the conditions of development or redevelopment of lands in areas of Site Plan Control; and

**Whereas** all of the lands within the Township are designated as a Site Plan Control Area pursuant to the provisions of Section 41 of the Planning Act and By-law 2007-47; and

**Whereas** the Council of the Township of Southgate deems it expedient to enter into a Site Plan Agreement with the owner,

**Now therefore be it resolved that** the Council of the Corporation of the Township of Southgate enacts as follows:

1. **That** an Amending Site Plan Agreement between 772186 Highway 10 Ltd. and the Township of Southgate for the development of the lands described as Con 1 SWTSR, Pt Lot 232 RP 17R1932 Part 1 Proton, Township of Southgate is authorized. Such agreement being attached hereto as Schedule "A" and which forms a part of this by-law;
2. **That** the Mayor and Clerk are authorized to sign the Site Plan Amending Agreement on behalf of the Council of the Corporation of the Township of Southgate in substantially the form as that set out in Schedule A;
3. **That** the Clerk is authorized and directed to cause notice of the Site Plan Amending Agreement to be registered on the title to the said lands forthwith after it has been signed by all parties; and
4. **That** this By-law shall come into full force and effect upon the final passing hereof.

Read a first and second time this 16<sup>th</sup> day of June 2021.

Read a third time and finally passed this 16<sup>th</sup> day of June 2021.

---

Mayor – John Woodbury

---

Clerk- Lindsey Green

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE

**SITE PLAN AMENDMENT AGREEMENT**

This Agreement made the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**BETWEEN:**

**772186 Highway 10 Ltd.**  
Hereinafter called the "Developer"

-and-

**THE CORPORATION OF THE MUNICIPALITY OF THE TOWNSHIP OF  
SOUTHGATE**

Hereinafter called the "Municipality"

WHEREAS the Developer is the owner of certain lands known as Con 1 SWTSR, Pt Lot 232 RP 17R1932 Part 1, Geographic Township of Proton, Township of Southgate (the "Lands"); and

WHEREAS the Developer entered into a Site Plan Amending Agreement with the Municipality on the 21st day of April, 2021 (the "Site Plan Agreement") with respect to developing the Lands; and

WHEREAS the Developer has applied to the Municipality for an amendment to the Site Plan Agreement under Section 41 of the *Planning Act*, R.S.O., 1990, c.P.13 in respect of its site plan for the development of the site (hereinafter called the "Works"); and

WHEREAS the Site Plan Agreement provides that its terms may be amended or varied by a written document signed by both parties and registered against the Lands; and

WHEREAS the Municipality has approved the amendment to the Site Plan Agreement subject to certain conditions and subject to entering into of this agreement.

NOW THEREFORE WITNESSETH that in consideration of the promises and other good and valuable consideration, the receipt and sufficiency whereof the parties irrevocably acknowledge, the parties agree as follows:

1. That the drawings in schedule A to this amending agreement shall replace the drawings from the existing site plan agreement and be the only drawings applicable to the site and previous drawings shall be void; and
2. That the Owner consents to the registration of this Agreement or Notice of this Agreement on title to the Lands at the Owner’s expense. Such registration may be at the instance of the Township; and
3. That all other terms, conditions, and drawing of the Site Plan Agreement shall remain unchanged and shall continue in full force and effect and time shall remain of the essence.

**IN WITNESS WHEREOF** the corporate parties have executed this Agreement by affixing thereto their corporate seals, as attested by the hand of their proper signing officers duly authorized in that behalf.

**AND IN WITNESS WHEREOF** the natural parties hereto have hereunto set their hands and seals. Signing authorized by By-law 2021-089.

772186 Highway 10 Ltd.

Per:\_\_\_\_\_

Name: \_\_\_\_\_  
[I have authority to bind the corporation]

Date:\_\_\_\_\_

**THE CORPORATION OF THE  
TOWNSHIP OF SOUTHGATE**

Per:\_\_\_\_\_   
John Woodbury, Mayor

Per:\_\_\_\_\_   
Lindsey Green, Clerk

Date:\_\_\_\_\_

We have authority to bind the corporation

## **Schedule A**

### **SITE PLANS**

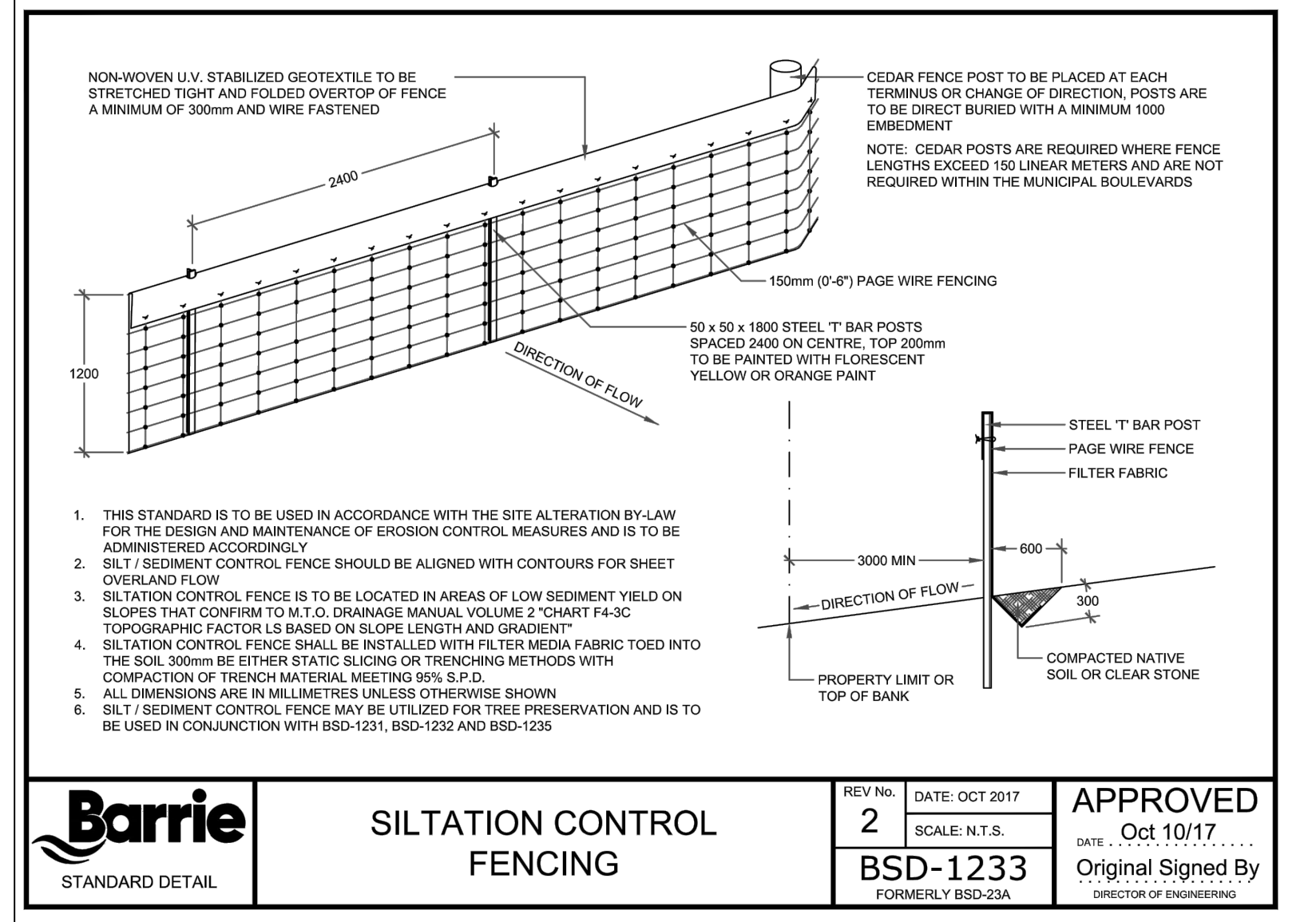
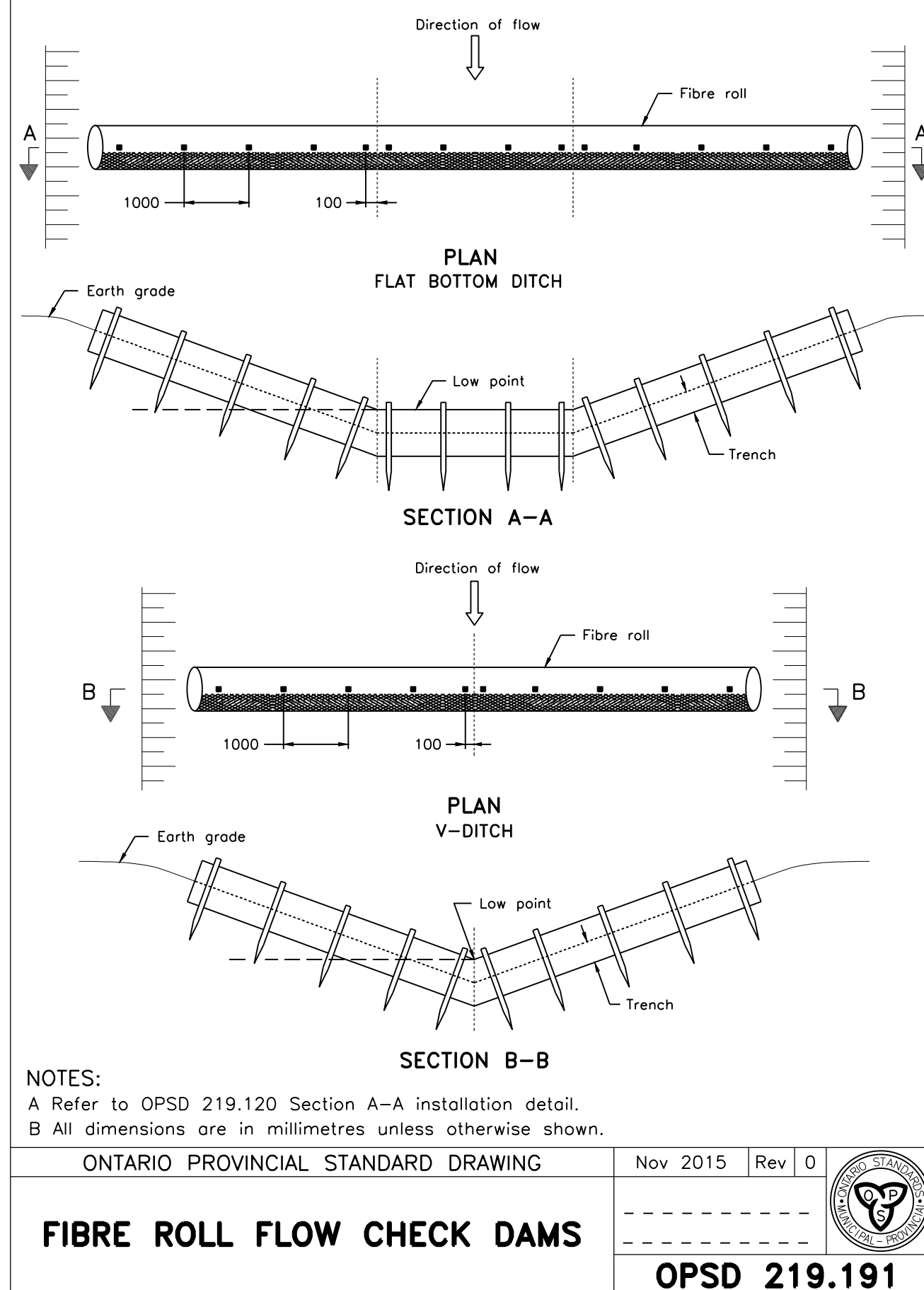
Drawing #1. Dated June 16<sup>th</sup>, 2021 and signed by the planner

Drawing #2. Dated June 16<sup>th</sup>, 2021 and signed by the planner

Drawing #3. Dated June 16<sup>th</sup>, 2021 and signed by the planner

Drawing #4. Dated June 16<sup>th</sup>, 2021 and signed by the planner





## EROSION AND SEDIMENT CONTROL NOTES

## EXISTING SITE DRAINAGE AND EROSION PROTECTION

1. ALL WORKS ARE TO BE ORGANIZED TO MAINTAIN EXISTING SITE DRAINAGE. THIS MAY INCLUDE BUT NOT BE LIMITED TO CONSTRUCTION OF TEMPORARY SWALES, TEMPORARY CULVERT EXTENSIONS, TEMPORARY CULVERT ADDITIONS, ETC.

2. ALL EXISTING DRAINAGE STRUCTURES IN THE AREA OF WORK ARE TO BE PROTECTED FROM SILTATION BY INSTALLATION OF SILT SACK.

## PERIMETER SILTATION FENCE

1. PERIMETER OF WORKS TO BE DELINEATED WITH SILTATION FENCE PER NVCA DETAIL ON THIS SHEET.
2. LOCATION OF SILTATION FENCE INSTALLATION AS SHOWN IS THE MINIMUM SUGGESTED TO BE REQUIRED. ADDITIONAL FENCE MAY BE REQUIRED BASED ON THE CONTRACTORS PROPOSED WORK PLAN.

## STORM SEWER CATCHBASIN GRATES

1. ALL INLET GRATES SHALL BE PROTECTED WITH SILT SACK AT THE TIME OF INSTALLATION.
2. SILT SACK SHALL BE MAINTAINED IN EXISTING STRUCTURES.

## ORDER OF OPERATION

1. INSTALL PERIMETER SILTATION FENCE
2. INSTALL SILT SACKS
3. MONITOR CONDITIONS
4. REMOVE SILT FENCE AND SILT SACK, DISPOSE OFFSITE AND REINSTATE AFTER GROWTH IN DISTURBED AREAS HAS ESTABLISHED OR AS PERMITTED BY THE ENGINEER.

## MAINTENANCE OF EROSION CONTROL MEASURES

1. ALL SILTATION AND EROSION CONTROL MEASURES ARE TO BE INSPECTED ON AT LEAST A WEEKLY BASIS AND MAINTAINED AS NECESSARY. THE CONTRACTOR IS TO MAINTAIN A STOCKPILE OF SILT SOCK AND STAKES ETC. ON HAND TO BE ABLE TO RAPIDLY ADDRESS REQUIRED MAINTENANCE.
2. AREA ROADS ARE TO BE KEPT CLEAN OF DEBRIS AND MUD BEING TRACKED BY VEHICLES. SWEEPING OF SITE AND ADJACENT ROADS TO BE DONE DAILY AND/OR MORE FREQUENTLY AS REQUIRED.

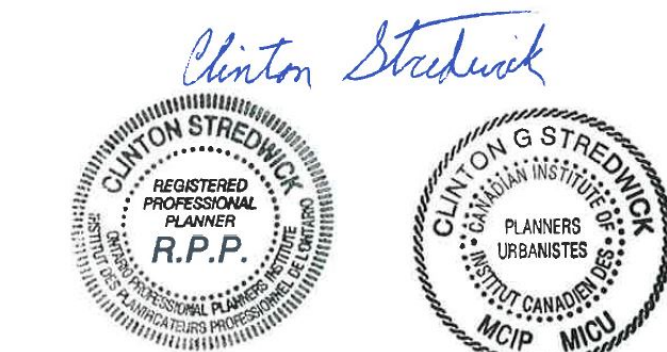
## CONTINGENCY PLAN

## IN THE EVENT OF A FAILURE OF CONTROL MEASURES:

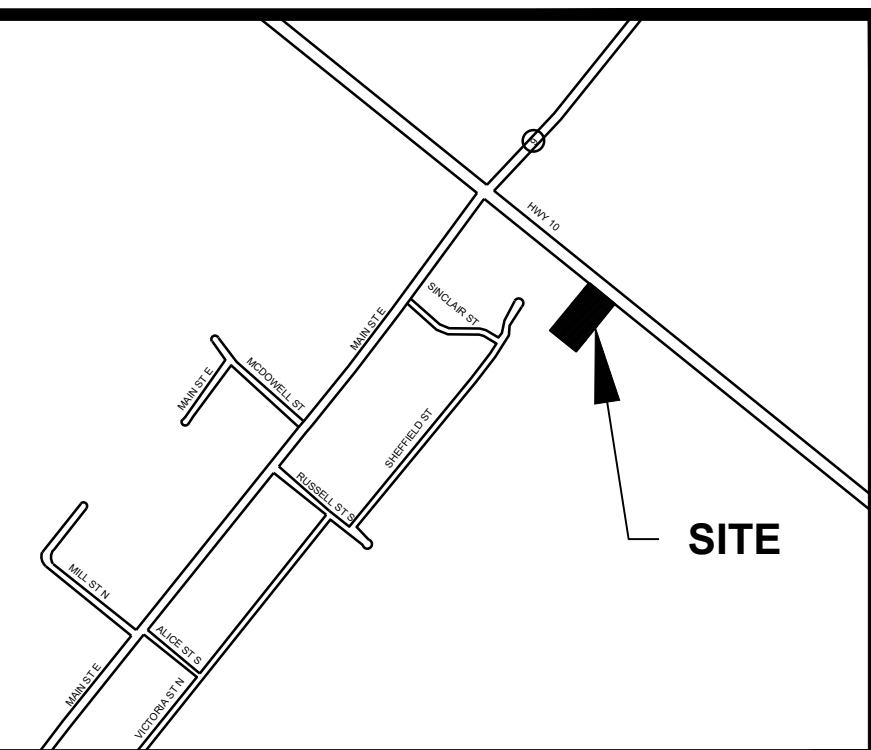
- a) ANY SPILLED SEDIMENT IS TO BE IMMEDIATELY COLLECTED AND REMOVED
- b) CONTROL MEASURES ARE TO BE REPAIRED AND RETURNED TO THEIR ORIGINAL CONFIGURATION
- c) ANY DAMAGE TO NEIGHBOURING PROPERTIES CAUSED BY A SPILL OF SEDIMENT OR CLEAN UP OF SAME IS TO BE REPAIRED IMMEDIATELY AFTER CLEANUP. ALL AFFECTED AREAS TO BE RETURNED TO THE ORIGINAL CONDITION OR BETTER.

## REINSTATEMENT

1. REINSTATE VARIOUS AREAS AS SOON AS POSSIBLE AFTER SERVICES HAVE BEEN INSTALLED.



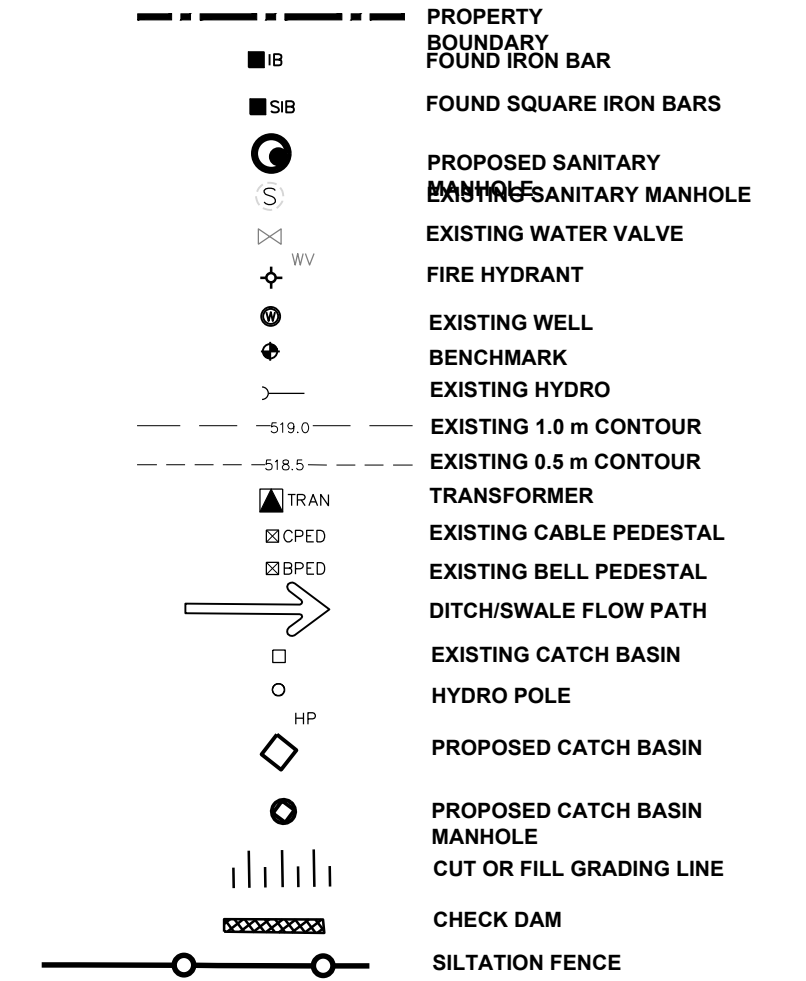
Drawing #1 Dated June 16, 2021



## KEY MAP

## N.T.S.

## LEGEND



## SCHEDULE OF REVISIONS

NO.	DATE	DESCRIPTION	CHECKED
1.	2019 10 17	1ST SUBMISSION SITE PLAN APPROVAL	BWB
2.	2019 10 31	ENTRANCE REVISED PER MTO	BWB
3.	2020 04 09	2nd ENGINEERING SUBMISSION	BWB
4.	2020 06 23	4th ENGINEERING SUBMISSION	BWB
5.	2021 03 24	REVISED FOR SITE PLAN AMENDMENT	BWB
6.	2021 05 05	REVISED ENTRANCE PER MTO & OBC	BWB



DUNDALK SELF STORAGE  
772186 HIGHWAY 10  
DUNDALK  
TWP OF SOUTHGATE

## EROSION AND SILTATION CONTROLS

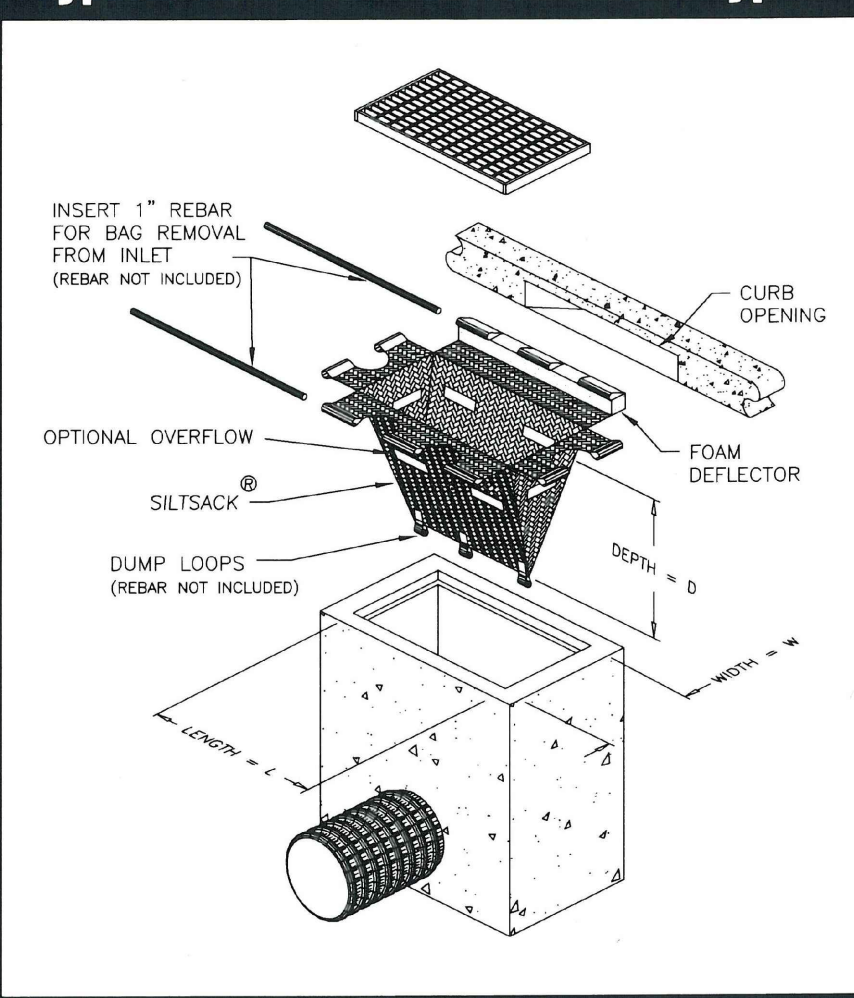
PROJECT NO.	18-3142	DRWG NO.	3142-ESC
DATE:	APRIL 2018	SCALE:	1:300
DRAWN:	BDD/BWB	CHECKED:	APPROVED:

**SBA Skelton Brumwell**  
& Associates Inc.  
ENGINEERING PLANNING ENVIRONMENTAL CONSULTANTS

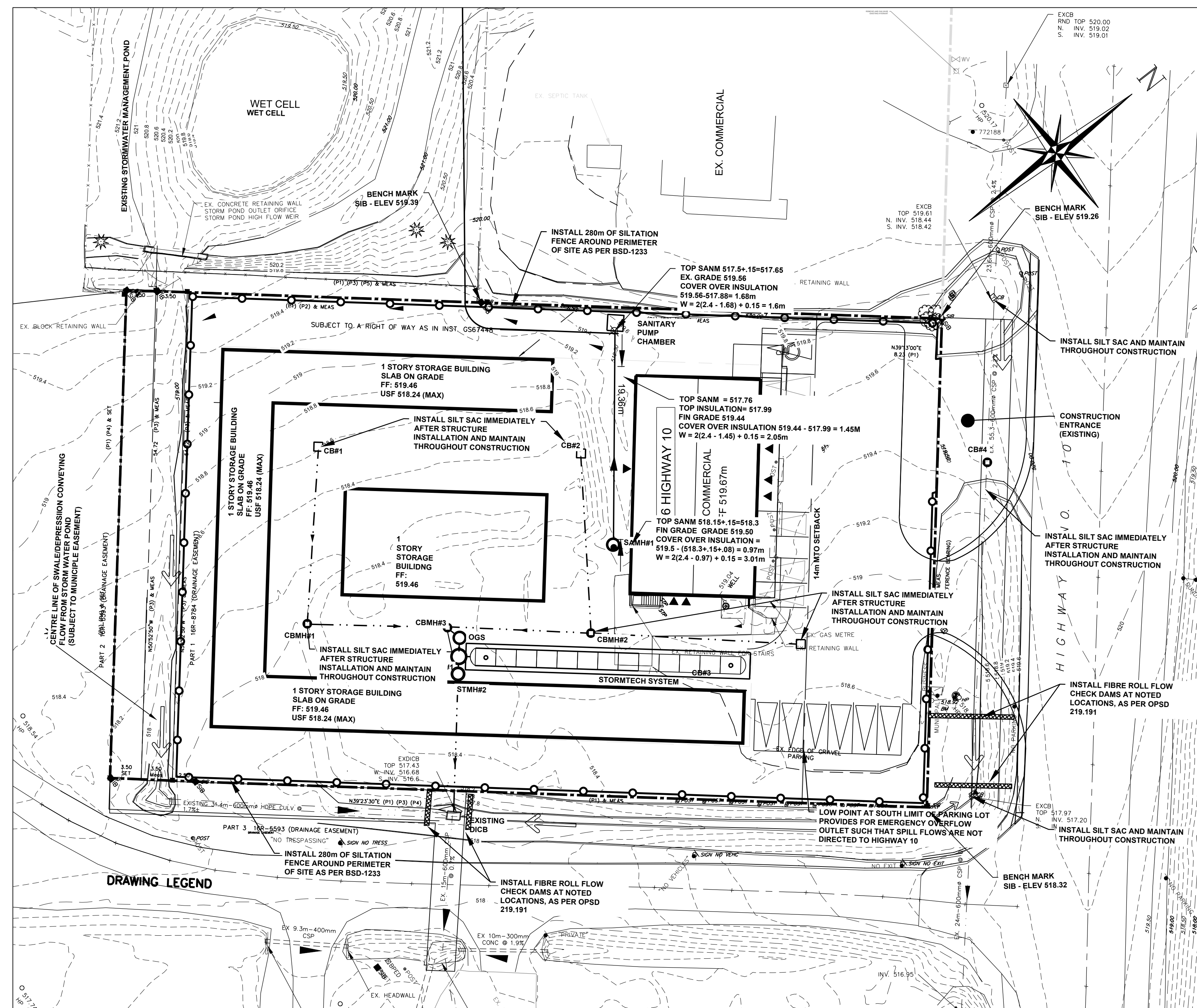
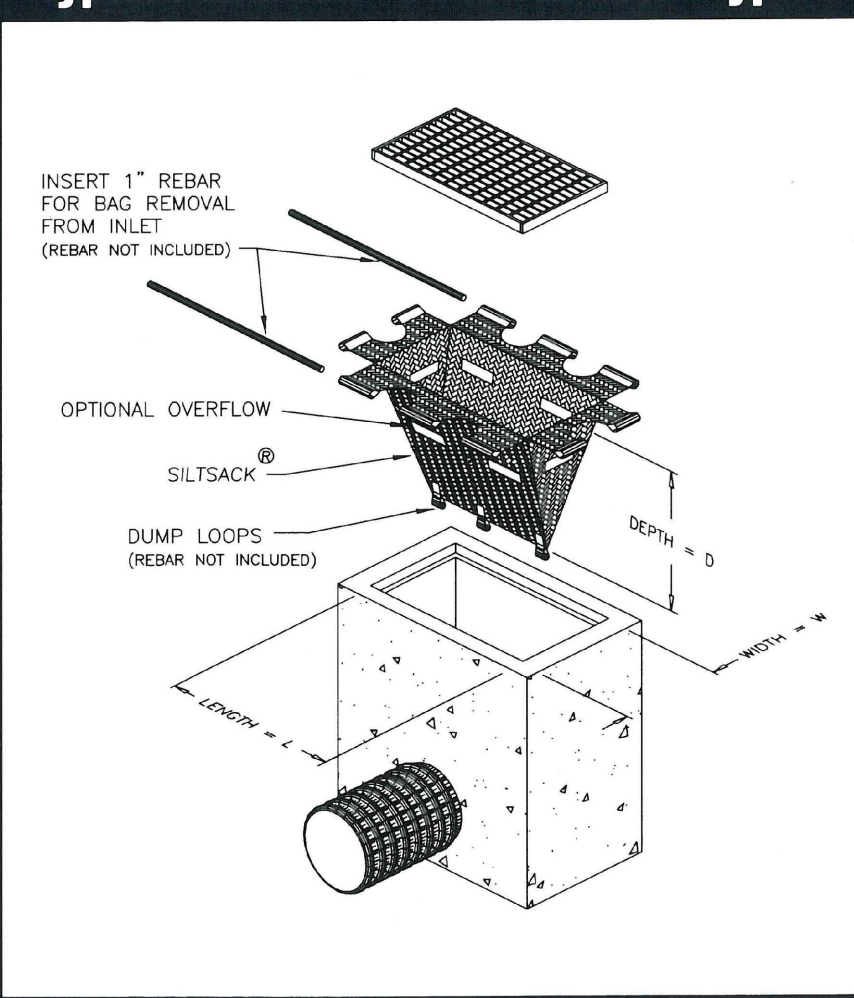
83 BELL FARM ROAD, SUITE 107  
BARRIE, ONTARIO L4M 5G1  
www.skeltonbrumwell.ca

TELEPHONE (705) 726-1141  
FAX (705) 726-0331  
TOLL FREE (877) 726-1141

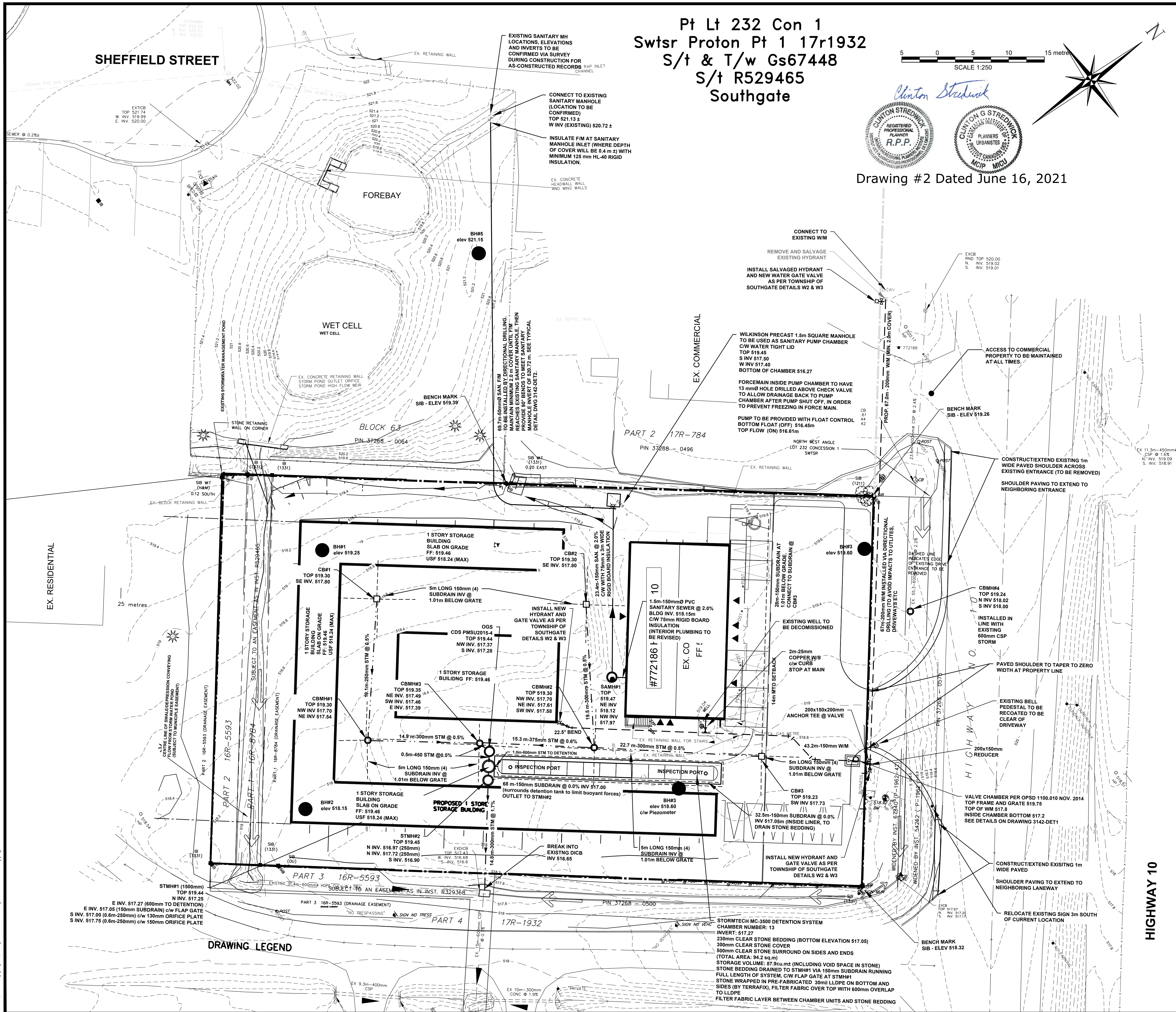
## Typical Siltsack® Construction - Type A



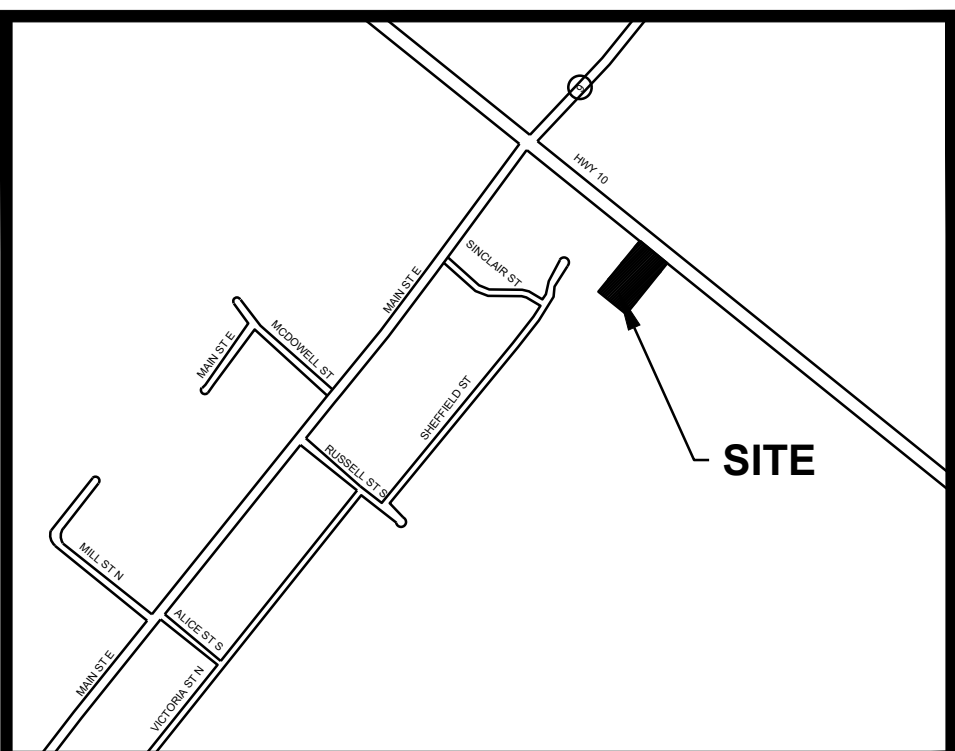
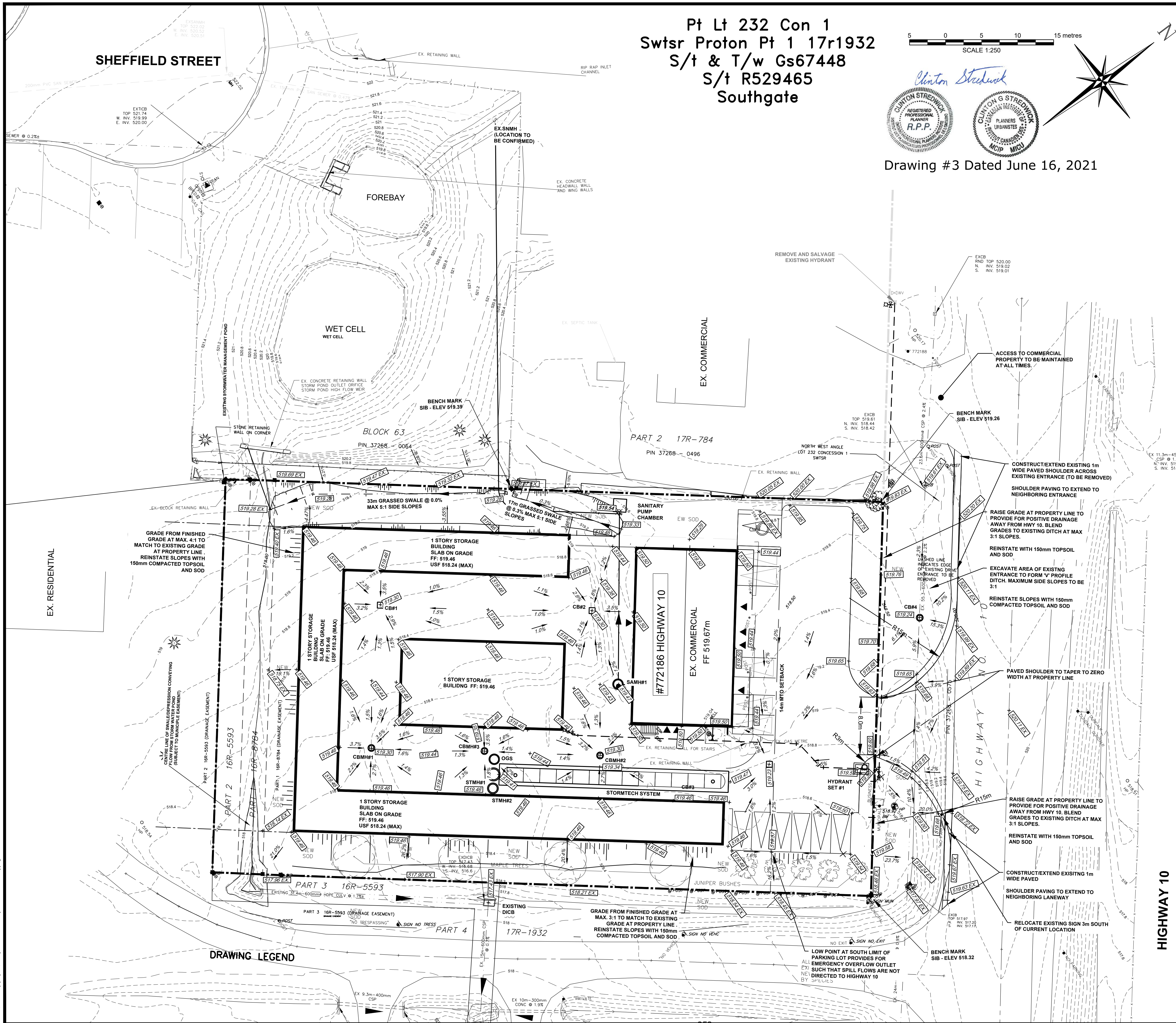
## Typical Siltsack® Construction - Type B











# KEY MAP N.T.S.

## LEGEND

---	PROPERTY BOUNDARY
■	FOUND IRON BAR
■	FOUND SQUARE IRON BARS
○	PROPOSED SANITARY MANHOLE
○	EXISTING SANITARY MANHOLE
+	EXISTING WATER VALVE
+	FIRE HYDRANT
○	EXISTING WELL
○	BENCHMARK
---	EXISTING HYDRO
---	EXISTING 1.0 m CONTOUR
---	EXISTING 0.5 m CONTOUR
△	TRANSFORMER
○	EXISTING CABLE PEDESTAL
○	EXISTING BELL PEDESTAL
→	DITCH/SWALE FLOW PATH
□	EXISTING CATCH BASIN
○	HYDRO POLE
○	SPOT ELEVATION MATCH TO EXISTING GRADE
○	SPOT ELEVATION MATCH TO EXISTING GRADE
→	DIRECTION OF OVERLAND FLOW AND GRADE
---	CUT OR FILL GRADING LINE
---	EXTERNAL DIRECTION OF OVERLAND FLOW AND GRADE

## SCHEDULE OF REVISIONS

NO.	DATE	DESCRIPTION	CHECKED
6.	2020 06 09	3rd ENGINEERING SUBMISSION	BWB
7.	2020 06 23	4th ENGINEERING SUBMISSION	BWB
8.	2021 02 24	REVISED FOR SITE PLAN AMENDMENT	BWB
9.	2021 05 05	REVISED ENTRANCE PER MTO & OBC	BWB



# DUNDALK SELF STORAGE 772186 HIGHWAY 10 DUNDALK TWP OF SOUTHGATE

## SITE GRADING

PROJECT NO.	18-3142	DRWG NO.	3142-SG
DATE:	MAY 2018	SCALE:	1:250
DRAWN:	JS/BWB	CHECKED:	APPROVED:

**SBA Skelton Brumwell & Associates Inc.**  
ENGINEERING PLANNING ENVIRONMENTAL CONSULTANTS

93 BELL FARM ROAD, SUITE 107  
BARRIE, ONTARIO L4M 5G1  
www.skeltonbrumwell.ca

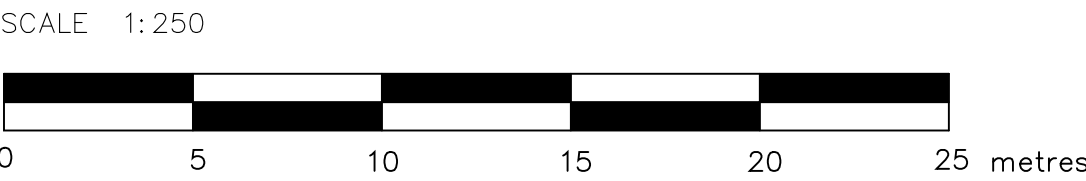
TELEPHONE (705) 726-1141  
FAX (705) 726-0331  
TOLL FREE (877) 726-1141



INFORMATION FOR THIS SITE PLAN TAKEN FROM  
SURVEY PREPARED  
APRIL 5, 2010, BY :

SURVEYORS REAL PROPERTY REPORT – PART 1  
PLAN OF SURVEY OF  
PART OF LOT 232  
CONCESSION 1  
SOUTH WEST TORONTO SYDENHAM ROAD  
GEOGRAPHIC TOWNSHIP OF PROTON  
TOWNSHIP OF SOUTHGATE  
COUNTY OF GREY

DAVID J. PESCE SURVEYING 2018 ©



METRIC  
DISTANCES SHOWN ON THIS  
PLAN ARE IN METRES AND  
CAN BE CONVERTED TO FEET  
BY DIVIDING BY 0.3048

BEARING NOTE

BEARINGS SHOWN HEREON ARE ASTRONOMIC AND ARE REFERRED TO THE  
SOUTH WEST LIMIT OF HIGHWAY #10, HAVING A BEARING OF N50°51'50"W  
AS SHOWN ON DEPOSITED PLAN 17R-1932

SITE STATISTICS

ZONING REQUIREMENTS :

ZONING DESIGNATION :

HIGHWAY COMMERCIAL ZONE = C3

BUILDING USE (OBC 3.1.2.1) :  
LOW HAZARD INDUSTRIAL :  
GROUP 'F' DIVISION '3'

LANDSCAPING :

SITE (LOT) AREA = 5,005.40 m<sup>2</sup>

SITE (LOT) MIN. FRONTAGE = 30m (ACTUAL 54.6m)

FRONT YARD DEPTH = 20m  
EXTERIOR SIDE YARD DEPTH = 6m  
INTERIOR SIDE YARD = 6m (to res)  
REAR YARD DEPTH = 11m (to res)

MAXIMUM LOT COVERAGE = 30% (1,501.62 m<sup>2</sup>)  
(ACTUAL 1,468.49 m<sup>2</sup> = 29.13%)  
MAXIMUM BUILDING HEIGHT = 11m (ACTUAL 5.89m)

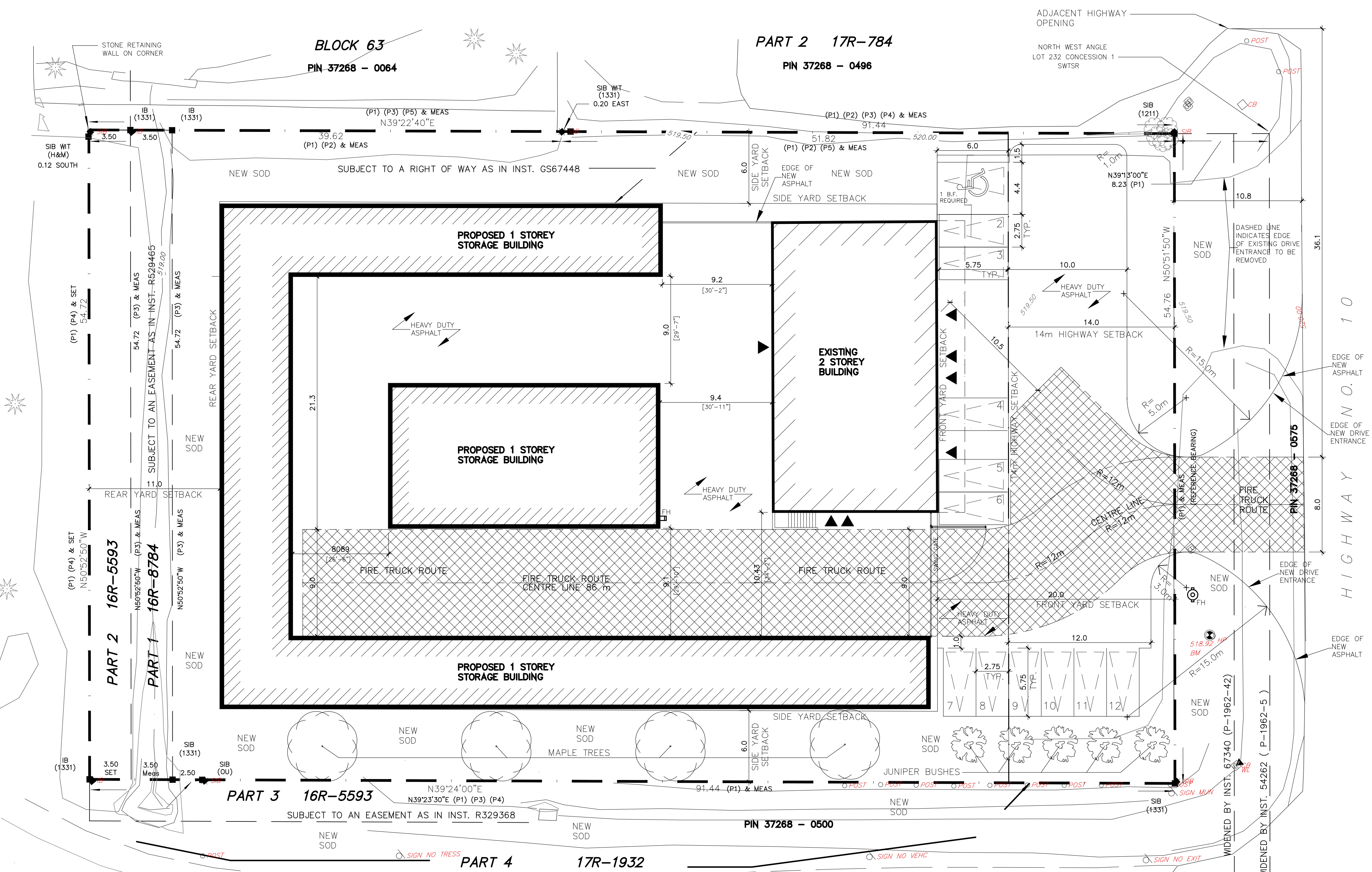
EXISTING BUILDING AREA TO REMAIN = 412.29 m<sup>2</sup>

PROPOSED NEW BUILDING AREA = 1,056.20 m<sup>2</sup>

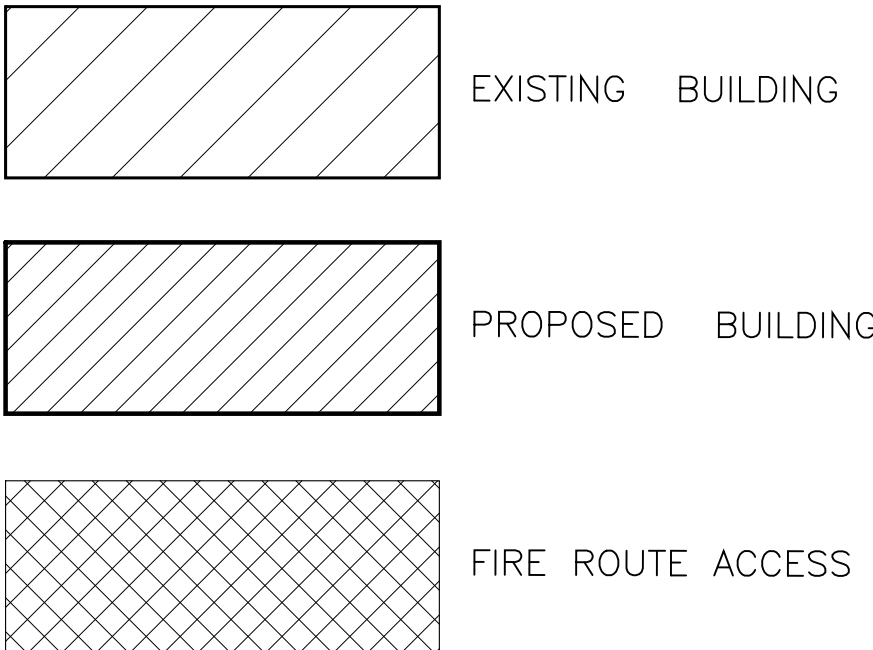
TOTAL PROPOSED BUILDING AREA = 1,468.49 m<sup>2</sup>

PARKING REQUIRED  
ZONING SECTION 5.7 WAREHOUSE :  
1/185 m<sup>2</sup> = 8 SPACES  
INCLUDING ONE B.F. SPACES (ZONING 5.10)  
NO LOADING SPACE REQUIRED (ZONING 5.14)

PARKING PROVIDED : 12 SPACES  
INCLUDING ONE B.F. SPACES



DRAWING LEGEND



ALL LANDSCAPE PLANTING  
EXISTING TO REMAIN.  
NEW PLANTING IDENTIFIED  
BY SPECIES



Drawing #4 Dated June 16, 2021

- GENERAL NOTES
1. This Drawing is the property of the Architect and may not be reproduced or used without the expressed written consent of the Architect.
  2. Upon written application, the Architect will provide written/graphic clarification or supplementary information regarding the intent of the Contract Documents.
  3. Do not scale drawings. Contractor to verify all existing conditions. Contractor to verify all levels and dimensions provided and required to perform the Work. Any discrepancies are to be reported to the Architect immediately to obtain clarification prior to commencing work.
  4. Positions of proposed or finished mechanical or electrical devices, fittings, and fixtures are indicated on the Architectural drawings. The locations shown on the Architectural drawings govern over Mechanical and Electrical drawings. Those items not clearly located will be located as directed by the Architect.

May 05/21	Issued for Building Permit	5
May 04/21	Issued for Review	4
Apr. 01/21	Issued for Review	3
Mar. 01/21	Issued for Review	2
Feb. 26/21	Issued for Review	1
DATE	ISSUE	No.

Drawing Date : JUNE 2021



36 Dundalk Street West  
Suite 201  
Burlington, ON, L7R 1A2  
T: 705 721-7846  
mail@3stones.com

19 David Drive  
Lisle, ON, L0M 1M0  
5842  
SEAN O'REILLY ARCHITECT

DUNDALK SELF  
STORAGE

Addition Phase 2

772186 HIGHWAY 10  
DUNDALK, ONTARIO

PROPOSED  
SITE PLAN

Project No : 3s20-18P2  
Scale : AS NOTED  
Drawn by : SOTR  
Reviewed by : SOTR

Drawing No :

A1.01





## **Staff Report PL2021-051**

**Title of Report:** PL2021-051-C6-21 Gerry and Anne McNalty  
**Department:** Clerks  
**Branch:** Planning Services  
**Council Date:** June 16, 2021

**Recommendation:**

**Be it resolved that** Council receive Staff Report PL2021-051 for information; and  
**That** Council consider approval of By-law 2021-091.

**Property Location: 146573 Southgate Road 14**



**Subject Lands:** The subject lands are known as Con. 11, lot 36 and Pt lot 37, Geographic Township of Proton, Township of Southgate. Known municipally as 146573 Southgate Road 14. They are approx. 197 acres in size.

**The purpose** of the zoning bylaw amendment is to implement a condition of consent for a proposed new lot by amending the zoning standards for the severed parcel to recognize a reduce lot frontage. The retained lot will prohibit future residential development.

**The Effect** of the proposed zoning by-law amendment would be to change the zoning symbol on a portion of the property for the severed parcel from Agricultural (A1) to Residential Type 6 exception (R6-486), recognizing the reduced lot frontage. The Retained parcel will be zoned from Agricultural (A1) to Agricultural Exception (A1-487) to prohibit residential development. The Environmental Protection Zone Boundary may be adjusted based on Conservation Authority comments.

### **Background**

A consent application B2-21 was approved April 28 of this year and as a condition of consent a Zoning Bylaw amendment is required to prohibit further residential development on the subject lands and to rezone the residential parcel as Residential Type 6 exception (R6) to recognize any lot size deficiencies. The B2-21 file is available at the following link:

<https://www.southgate.ca/en/municipal-services/planning-applications-public-notices.aspx#B2-21-Gerry-and-Anne-McNalty-Associated-with-application-C6-21->

A Public meeting was held virtually on May 26, 2021. Supporting documents and comments posted on the website are available at:

<https://www.southgate.ca/en/municipal-services/planning-applications-public-notices.aspx#C6-21-Gerry-and-Anne-McNalty-Associated-with-application-B2-21->

The comments received include:

The Building Department has no concerns.

Enbridge Gas has no concerns.

The Historic Saugeen Metis have no concerns.

The Public Works Department indicate that it will require a road widening.

The County of Grey indicate that they have no further concerns.

The SVCA indicate the proposal is acceptable to SVCA staff.

No comments were received from members of the public.

### **Financial Implications:**

#### **Staff Review**

Staff reviewed this application based on the Planning Act, the Provincial Policy Statement (PPS), Southgate Official Plan and the Zoning By-law.

#### **The Provincial Policy Statement 2020 (PPS)**

The PPS has been reviewed in its entirety however only the most relevant policies have been identified below. The subject land would constitute a "Rural Area" under

the definition of Rural Area in the PPS. The lands are considered to be prime agricultural lands. The PPS allows for a variety of uses in the prime agricultural areas which are supported by the following policies:

*"2.3.4.1 Lot creation in prime agricultural areas is discouraged and may only be permitted for:*

*a) agricultural uses, provided that the lots are of a size appropriate for the type of agricultural use(s) common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations;*

*b) agriculture-related uses, provided that any new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services;*

*c) a residence surplus to a farming operation as a result of farm consolidation, provided that:*

*1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services; and*

*2. the planning authority ensures that new residential dwellings are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new residential dwellings are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches which achieve the same objective; and*

*d) infrastructure, where the facility or corridor cannot be accommodated through the use of easements or rights-of-way."*

One of the reasons that a zoning by-law amendment was required as a condition of consent is to address this policy and prohibit residential uses on the retained farm parcel.

With the passage of the proposed zoning by-law the proposal will be consistent with the Provincial Policy Statement.

## **Township Official Plan**

The Township of Southgate Official Plan (OP) designates the subject lands "Agricultural" and "Hazard lands". The OP provides for lot creation policies in section 5.1.2.

*"4. New lots created for a residence surplus to a farming operation as a result of a farm consolidation is permitted, provided an implementing zoning by-law is passed which ensures that new residential dwellings are prohibited on any vacant remnant parcel."*

This policy clearly allows lots for surplus farm severances provided that they remain small and the by-law is passed restricting residential development on the retained parcel.

The Hazard lands policies are not applicable as the severed parcel is not within or near the hazard lands.

The proposal conforms to the Official Plan Policies.

### **Zoning By-law**

The subject property is currently zoned Agricultural (A1) and Environmental Protection (EP). The proposed amendment would rezone the remnant parcel to A1-487 which will prohibit further residential development. It will also rezone the newly created lot to Residential Type 6 exception 486(R6-486) to recognize the reduced lot frontage. The proposed bylaw implements the policies of the Official Plan and generally meets the intent of keeping as much agricultural land in production as possible. The proposal meets the intent of the Comprehensive Zoning Bylaw and is considered good planning.

**Site Inspection** A site visit was not conducted for this application.

**Conclusions** The application is consistent with the Provincial Policy Statement, County of Grey Official Plan and Township official Plan. Staff are supportive of the proposal and recommend the application be approved.

Respectfully Submitted,

**Municipal Planner:** *Original Signed By*  
Clinton Stredwick, BES, MCIP, RPP



**CAO Approval:** *Original Signed By*  
Dave Milliner, CAO

**Attachments:**

The Corporation of the Township of Southgate  
By-law Number 2021-091

**being a by-law to amend Zoning By-law No. 19-2002, entitled the “Township of Southgate Zoning By-law”**

**Whereas** the Council of the Corporation of the Township of Southgate deems it necessary to pass a by-law to amend Zoning By-law No. 19-2002; and

**Whereas** pursuant to the provisions of Section 34 of the Planning Act, R.S.O. 1990, as amended, by-laws may be amended by Councils of municipalities;

**Now Therefore be it resolved that** the Council of the Corporation of the Township of Southgate enacts as follows:

1. Schedule “34” to Zoning By-law No. 19-2002 is hereby amended by changing the zone symbols on a portion of the lands described Concession 11, Lot 36 and Pt lot 37, known municipally as 146573 Southgate Road 14, geographic Township of Proton, in the Township of Southgate as shown on Schedule “A”, affixed hereto, from:

- **Agricultural (A1) to Agricultural Exception -487 (A1-487)**
- **Agricultural (A1) to Residential Type 6 Exception -486 (R6-486)**

2. Section 33 to By-law No. 19-2002 is hereby amended by adding the following Subsections:

<b>“33-487 Con 11 Lot 36 &amp; Pt lot 37 (Proton)</b>	<b>A1-487    Notwithstanding the provisions of Section 6.1(b), (c), (d),(e) or any other provisions to the contrary, the land zoned A1-487 shall be subject to the regulations of the A1 zone, except the following:</b>
---	--

**a) A single detached dwelling, a bed and breakfast, a home industry and a home occupation shall be prohibited.**

<b>33-486 Con 11 Lot 36 &amp; Pt lot 37 (Proton)</b>	<b>R6-486    Notwithstanding the provisions of Section 13.2(b), (e) or any other provisions to the contrary, the land zoned R6—486 shall be subject to the regulations of the R6 Zone, except the following:</b>
--	--

**a) The minimum Lot Frontage is 90m**

3. Schedule “A” and all other notations thereon are hereby declared to form part of this by-law.

4. This by-law shall come into force and take effect upon being passed by Council subject to any approval necessary pursuant to the Planning Act R.S.O. 1990, as amended.

\* \* \* \* \*

**Read** a first, second, and third time and finally passed this 16<sup>th</sup> day of June, 2021.

\_\_\_\_\_  
John Woodbury – Mayor

\_\_\_\_\_  
Lindsey Green - Clerk

**Explanatory Note**

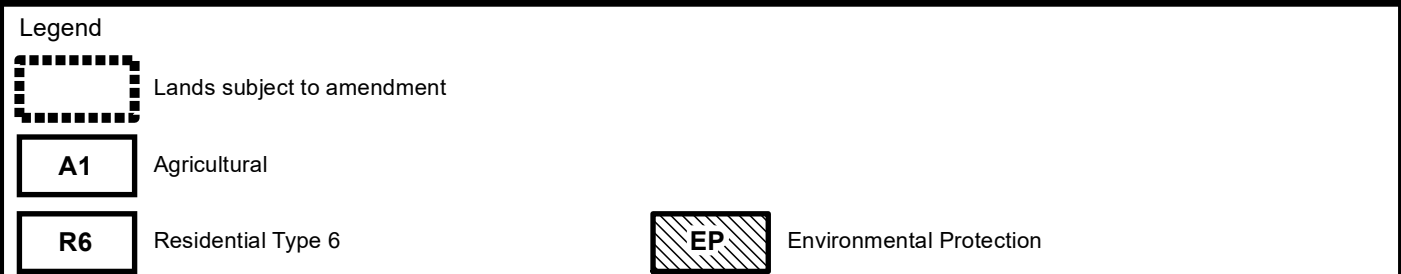
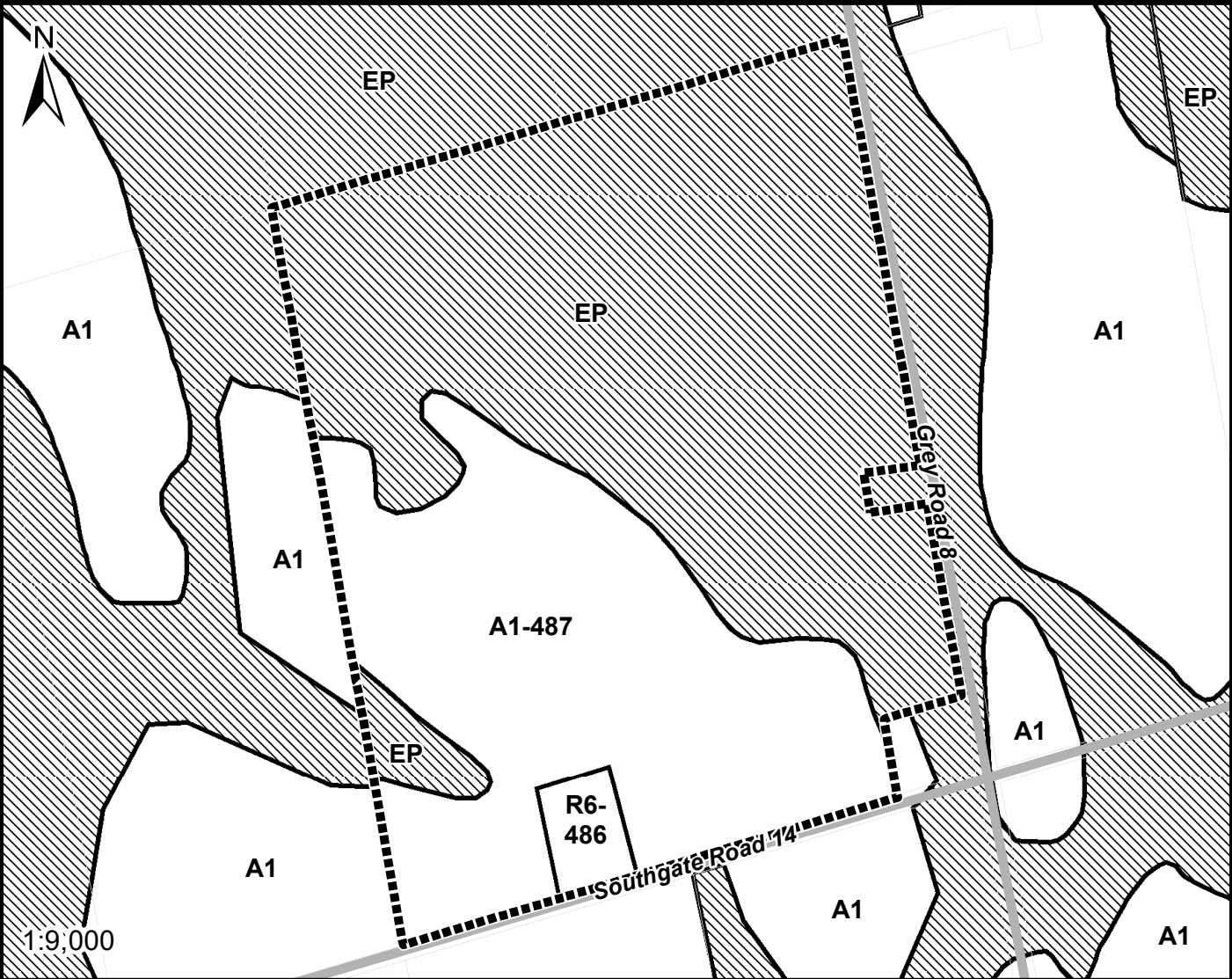
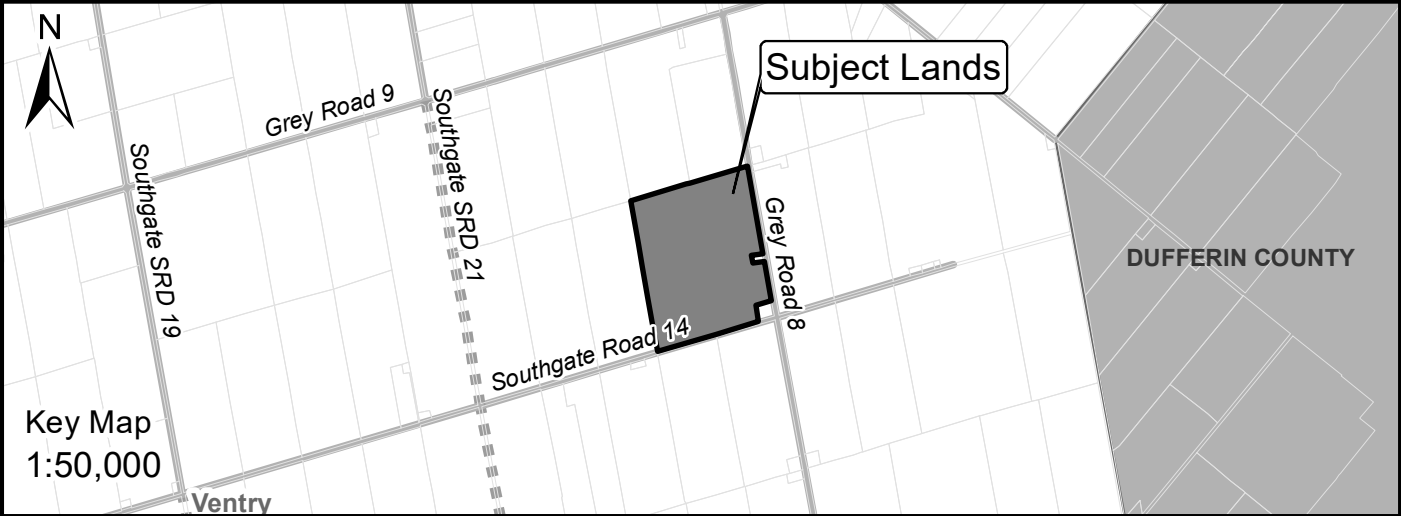
This by-law applies only to those lands described as Concession 11, Lot 36 & Pt lot 37, known municipally as 146573 Southgate Road 14, geographic Township of Proton, in the Township of Southgate. The purpose of the zoning by-law amendment is to implement a condition of consent for a surplus farm severance. The effect of the bylaw is to change the zoning symbol on a portion of the property from Agricultural (A1) to an Agricultural Exception (A1-487) to prohibit residential uses on the agricultural parcel. The severed lot will be rezoned to R6-486 which will recognize the reduced lot frontage, to keep as much agricultural land with the retained farm parcel.



Schedule "A"  
By-Law No. 2021-091  
Amending By-Law No. 19-2002  
Township of Southgate  
(Geographic Township of Proton)

Date Passed: June 16, 2021

Signed: \_\_\_\_\_  
John Woodbury, Mayor  
Lindsey Green, Clerk





## **Staff Report PL2021-054**

**Title of Report:** PL2021-054–New Official Plan Review RFP Award  
**Department:** Clerks  
**Branch:** Planning Services  
**Council Date:** June 16, 2021

### **Recommendation:**

**Be it resolved that** Council receive Staff Report PL2021-054 for information; and

**That** Council award the Official Plan Request for Proposal to Ron Davidson Land Use Planning Consultant Inc. in the amount of \$55,370.00 including disbursements and HST.

### **Background**

At the May 5<sup>th</sup> Council meeting Council approved the RFP for a Planning Consultant to be hired to complete the Township Official Plan update. Staff proceeded to advertise the RFP on the website and sent it to various planning consultants who may be interested in putting forth a bid.

The deadline for submission was 2pm on Friday June 4.

A virtual tender opening was conducted on Friday June 4, 2021 at 2:00pm. The Treasurer William Gott, CAO Dave Milliner, Planner Clinton Stredwick, and Administrative Assistant Elisha Milne participated in the opening.

Three bids were received. One bid from Watson and Associates, one from Skelton Brumwell and Associates and one from Ron Davidson Land Use Planning Consultant Inc.

Staff reviewed all three submissions and ranked them according to the point system indicated in the RFP. The results of the ranking are attached as attachment #1.

### **Staff Comments:**

Based on the rankings Ron Davidson Land Use Planning Consultant Inc. attained the highest score and should be awarded the contract. Mr. Davidson is a local planning consultant with over 31 years of public and private planning experience. He has significant experience with Rural planning and planning for smaller municipalities. He has an excellent working relationship with Township staff and the County of Grey and their GIS department which will facilitate the mapping component of the project.

## Financial Implications

Awarding the tender to the lowest bidder is the fiscally responsible option for Council to make the best use of taxpayer dollars and still achieve the desired goal of updating the Township Official Plan.

The lowest bid is \$29,630.00 less than the \$85,000.00 that was budgeted to come out of the planning reserves. This will allow the planning reserves to remain at a reasonable amount rather than being depleted should additional planning related projects or expenses come along in the future.

## Communications & Community Action Plan Impact:

**Goal 1** - Attracting New and Supporting Existing Businesses and Farms

**Action 1:** The residents and businesses of Southgate envision a growing and diverse local economy, which respects our agricultural background while also attracting new businesses and new employment opportunities in keeping with the renewed growth of our population.

**Strategic initiative 1-E** - By 2023, the Township will have updated the Official Plan and zoning bylaw to provide flexibility for business, help to reduce processing requirements, and help to provide more opportunity for success.

The awarding of this RFP will work toward the completion of this goal.

## Conclusions:

Based on the above staff recommend accepting the RFP proposal from Ron Davidson Land Use Planning Consultant Inc.

Respectfully Submitted,

**Municipal Planner:** Original Signed By  
Clinton Stredwick, BES, MCIP, RPP



**CAO Approval:** Original Signed By  
Dave Milliner, CAO

## Attachments:

1. Evaluation Criteria and Results

## 1.1 Proposal Selection Criteria

The review and selection recommendation of Consultants will be completed by an evaluation team comprised of staff members from the Township. The criteria outlined below will be used as the basis to compare proposals. The Township reserves the right to engage individual proponents in an interview to obtain further information or clarification on the proposals submitted. The Township retains the option to evaluate proposals based on other criteria or considerations that may emerge as the RFP and proposal process proceeds.

Proposals will be assessed against the following criteria. The Township reserves the right to shortlist firms for further evaluation and interviews which may alter the final scoring results. Proposals will be scored based on meeting or exceeding the expectations of the established evaluation criteria.

<b>Evaluation Criteria</b>	<b>Weighting (%)</b>
Degree to which the proponent responded to the RFP	30
Qualifications/experience of the project team	25
Total price/cost	25
Consultation methods and project process	10
Ability to meet the anticipated schedule	5
Innovative approaches and value added	5

	Responded to RFP- 30%	Qualifications & Experience- 25%	Price 25%	Consultation Methods and Process 10%	Ability to Meet Schedule 5%	Innovative Approaches %	Total
Skelton Brumwell & Associates	30	25	20 \$75,162 + HST	8	5	4	92
Watson and Associates	30	25	10 \$176,100 + HST	9	0	5	79
Ron Davidson Land Use Planning Consultant Inc.	29	25	25 \$49,000 + HST	8	4	3	94



## **Staff Report PL2021-056**

**Title of Report:** PL2021-056- Proposed new Provincial D series Guidelines  
**Department:** Clerks  
**Branch:** Planning Services  
**Council Date:** June 16, 2021

### **Recommendation:**

**Be it resolved that** Council receive Staff Report PL2021-056 for information; and  
**That** Council direct staff to forward the comment on to the province for consideration.

### **Background**

The Province of Ontario has put out three documents on the Environmental Registry for a 60 day comment period which will end as of July 3<sup>rd</sup>.

The first document is regarding environmental compliance (attachment #1), The second is involving an update to the D series landuse compatibility guidelines(attachment#2) and the last are proposed odour guidelines (attachment#3).

### **Staff Comments:**

This staff report will only address attachments #2 and #3. If Council wishes to provide feed back regarding Environmental Compliance measures then please forward them on for inclusion.

The Provincial Policy Statement states:

*"1.2.6.1 Major facilities and sensitive land uses shall be planned and developed to avoid, or if avoidance is not possible, minimize and mitigate any potential adverse effects from odour, noise and other contaminants, minimize risk to public health and safety, and to ensure the long-term operational and economic viability of major facilities in accordance with provincial guidelines, standards and procedures."*

The use of shall means that this policy must be considered and addressed in some manner for all development applications.

The Province in the mid 90's put out the "D series guidelines" which became a tool which planners and municipalities could use to evaluate land use compatibility conflicts based between industry and sensitive land uses. These guidelines generally

had a minimum setback and then an area of influence where mitigation measures may be required. These Guidelines are used to evaluate development proposals against the Provincial Policy directive noted above.

The province has updated these guidelines and in most cases these distances have increased depending on the tier or class that the industry falls within. The chart below is a comparison of the existing and proposed distances.

### Comparison of AOIs and MSDs

Class	Existing AOIs	New AOIs	Existing MSDs	New MSDs
1	70m	500m	20m	200m
2	300m	750m	70m	300m
3	1000m	1000m	300m	500m
4		1500m		500m
5		2000m		500m

Looking at these distances it may be difficult for Council to interpret how these changes will impact development. Below is an example to show various distances.



The example above is showing distances from out existing lagoon system. At the present time the separation distance for this facility is 300m. These means that an sensitive land use (i.e. Residential Develoment) within 300m of the facility would

not be permitted on the basis that it was not compatible and therefore not in compliance with the PPS. If for example there is an expansion to the waste treatment facility then the minimum setback would be pushed out further.

The reverse of this idea is also true, in that if a residential development was permitted 301m away from the treatment plant it may be fine today and meet policy but to expand the sewage treatment facility and move the facility closure would no longer meet policy and the facility may not be able to expand in the desired location. The enlargement of this setback only compounds the problem for any industry trying to locate in the urban and rural areas.

I have chosen an example of the Township Sewage Lagoons but the guidelines also apply to any landuse that has the potential to cause noise or odour emissions. For example waste transfer stations and land fills as well as meat and poultry processing plants and slaughter plants or metal and plastics manufacturing.

With the list of uses above, it is easy to see how these distances could impact the sighting of new wastewater facilities as well as new industry coming to Southgate. This is not an urban issue either as Rural shops that are often located in the Country side can be impacted as well.

So aside from sighting of industry how does this impact Southgate? One might argue that these are just guidelines and don't need to be followed. This is a dangerous position to take as this is the primary tool Planners use to evaluate development and land use compatibility. As an example, if a Council choses to ignore the guidelines and approve a development, it becomes next to impossible to demonstrate that the proposal addresses the PPS land use compatibility requirement. If the development application were ever taken to the LPAT then the Township would have no way of demonstrating how it met the PPS which would result in the Township potentially losing the case.

There is also the possibility that with the increased setback requirements expansion plans for the waste water treatment facility could be impacted. Without the waste water treatment facility expansion, the tremendous growth in Southgate will largely stop.

The new guidelines require that for new uses being proposed within an Area of influence(AOI) or the expanding of facilities will require a compatibility study. As part of this study a demonstration of need is required for:

- A sensitive land use proposed within a major facility's AOI and mitigation measures would be needed to ensure no adverse effects or potential impacts; or
- A sensitive land use proposed within a major facility's MSD (regardless of whether mitigation measures are assessed to be needed or not).



This need analysis will require the examining of alternative sites. The requirement for this compatibility study and demonstration of need will most definitely slow approval processes down for new business and development.

If nothing else by trying to clear the way for Industry and business to thrive in Ontario the province is attempting to put in place restrictions that will do the exact opposite. The increased setbacks will make it more difficult for businesses to find land and locate in an area and it will make it difficult for municipalities to provide and expand services efficiently.

#### Odour Guidelines

With respect to the proposed odour guidelines the Province is hoping to provide guidance for municipalities to site odour causing industries and add Support to Land Use Planning.

The odour guidance and tools will support and link to the Land Use Compatibility (LUC) Guideline to assist planning approval authorities. The ministry's LUC Guideline states that if required, a compatibility study for odour must follow the procedure listed in the Odour Guideline.

Odour compatibility studies will use odour Tiers and odour setback distances (different from AOIs), with increasing requirements based on increasing odour concerns.

The land use proponent is responsible for the compatibility study, as well as any required odour minimization or mitigation.

The biggest issue with the odour guidelines is again increased setbacks. For a municipal sewage waste facility up to 100 000m<sup>3</sup> per day the required setback is 500m. This process will severely limit a municipalities ability to expand existing facilities in an efficient manner. Given the number of rural severances and fringe development in Grey County it is difficult for a municipality to find an appropriate place for new development that does not impact at least one sensitive landuse.

For both the Odour guidelines and the Land Use Compatibility Guidelines staff recommend the following:

1. That the guideline should have clear descriptions of the types of mitigation measures that can be used to reduce setback distances.
2. For the expansion of existing municipal infrastructure there should be some sort of exemption or reduction to the setback requirement.



3. There should be a clearly defined process for reducing the required setbacks if it can be demonstrated that through mitigation measures the impacts of a facility can be reduced.

### **Financial Implications**

IF the province implements this prior to the Township expanding our sewage treatment facility it could have consequences on its approval process.

### **Conclusions:**

Based on the above Township Staff recommend that the concerns surrounding the proposed new policies should be forwarded on to the Province for consideration.

Respectfully Submitted,

**Municipal Planner:** *Original Signed By*  
Clinton Stredwick, BES, MCIP, RPP



**CAO Approval:** *Original Signed By*  
Dave Milliner, CAO

### **Attachments:**

1. Environmental Compliance
2. Landuse guidelines (D- Series)
3. Odour guidelines

# **Strengthening Ministry of the Environment, Conservation and Parks Environmental Compliance Practices**

**June 2021**

**Municipal Engagement Session**

# Purpose

To provide an overview and next steps related to

- Updating the ministry's Compliance Policy
- Expanding the use of Administrative Monetary Penalties

# Strengthening Ministry of the Environment, Conservation and Parks Environmental Compliance Practices

Environmental Registry Postings May 4 – July 3 (60 day posting)

- The ministry of the Environment, Conservation and Parks (ministry) posted a [bulletin](#) on the Environmental Registry announcing actions being taken to strengthen environmental compliance, which include:
  1. providing better tools and creating clear and consistent guidance for municipalities that they may use to make land-use planning decisions to reduce land use compatibility issues between major facilities and sensitive land uses (ERO #[019-2785](#)).
  2. proposing guidance on how industrial facilities, development proponents and other members of the regulated community can anticipate, prevent, and address odour issues (ERO #[019-2768](#)).
  3. updating the ministry's environmental [compliance policy](#) to prioritize high-risk incidents and better hold polluters accountable.
  4. expanding administrative monetary penalties to better cover the regulated community (approximately 150,000 regulated entities, including individuals, small businesses and large corporations as well as public entities like municipalities and crown corporations).

# 1. Compliance Policy

# Modernizing Environmental Compliance

- **Driver - COVID-19 Economic Recovery Act, 2020** - Update compliance policy to hold polluters accountable and focus more resources on incidents and complaints from the public that pose a high-risk to the environment and/or human health.
- Each year, the ministry receives several thousand incident reports related to noise and odour complaints resulting in significant workload for the ministry, and potential costs to industry.
  - This significant workload includes responding to low-risk incidents for activities that the ministry does not regulate through a permission.
- Low-risk noise and odour incidents can be a nuisance and interfere with the day-to-day life for Ontario families and businesses; however, they do not have an impact on human health or the environment.
- Municipalities have tools, such as by-law authority under the Municipal Act, to address these low-risk incidents.

Low-Risk Incident involving Road Construction Dust/Noise Activity

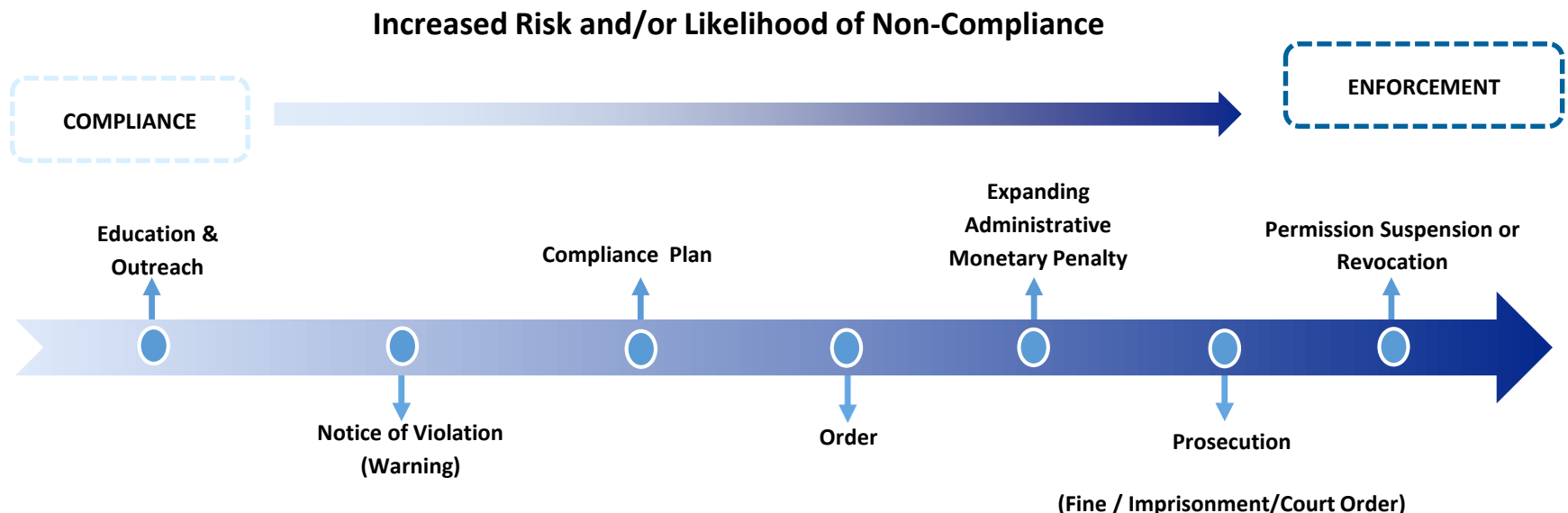


Low-Risk Odour from chip truck



# Compliance Policy - High Risk Incidents and Repeat Offenders

- Released in 2007, the “Compliance Policy - Applying Abatement and Enforcement Tools” is a public document that provides information on the ministry’s compliance approach.
- Proposed changes to the compliance policy will allow us to focus our resources on incidents that pose a high-risk to the environment and human health and apply stronger tools in cases where organizations and individuals have repeatedly broken environmental laws.
- The updated policy supports the government’s commitment to address environmental challenges in a responsible, effective and balanced way by ensuring polluters are held accountable, while reducing regulatory burden for responsible businesses.



# Modernizing Compliance - High Risk Incidents and Repeat Offender Focus

- The types of incidents on which **the ministry intends to focus** include:
  - High-risk human-health or environmental incidents, significant issues of non-compliance and repeat violators, and noise, dust and odour incidents from facilities that are directly regulated (e.g. ministry permission).
  - Incidents related to **repeat offenders** are not always classified as “high-risk” environmental and/or human health consequences. They may be facilities that continually disregard Ontario’s environmental laws, often giving them an economic advantage and creating an unequal playing field for the regulated community.

Medium/High Risk – Incident at a Petroleum Facility



Medium/High Risk – Odour at a Composting Facility





# Modernizing Environmental Compliance Low-Risk Incident Referral

- The updated compliance policy will include information to establish clear information for the municipalities, public, and industry on provincial roles and responsibilities with respect to resolving environmental incidents and issues, including low-risk incidents.
- The posting includes a proposed referral tool for triaging reports or calls received from the public so that incidents can be efficiently referred to other agencies or levels of government, as applicable.
  - Examples of incidents that would be redirected are included in the referral tool.
- By directing low-risk incidents to more appropriate agencies – such as municipalities - the ministry can ensure its resources are focused on addressing repeat offenders and high-risk incidents, with known or potential health or environmental impacts, quickly and effectively.
- This approach empowers municipalities to deal with these incidents at the local level in a way that works best for the community.

# Example: Strong ministry enforcement on high-risk incidents

## High-risk noise at a regulated facility

### Case study: Manufacturing Facility

- Multiple residents complain of loud banging noises that wakes them up on a nightly basis.
- Majority of complainants live within 500m.
- Ministry has conducted several site visits and determined facility has multiple cases of non-compliance with noise limits; mandatory Noise Compliance Plan developed.
- Consultant determined impulse noises (banging) has measured exceedances up to 20 dB over the limit.



### Assessment

1. There is a discharge of noise
2. There are potential health impacts
3. Considered widespread and long-term when facility is fully operational
4. The facility has a ministry permission with noise requirements that are being exceeded.

### Response

- Not a low-risk incident. The impulse noise exceeds limit of ministry guideline NPC-300.
- The ministry will continue to engage with facility

## High-risk odour at a regulated facility

### Case study: Composting Facility

- Facility located in an industrial area.
- Complaints started primarily from other facilities within the industrial zoning area and initially considered to be lower risk.
- Odours worsened due to odour control measures not working properly.
- Complaints became widespread, e.g. city-wide.
- Facility voluntarily shut down temporarily and implemented a restart plan while the facility makes upgrades to their facility/odour control measures and obtains appropriate permissions.

### Assessment

1. There is an odourous discharge
2. There are no potential health impacts
3. The impacts are widespread and NOT localized
4. This facility has an existing permission that requires updates to include odour control measures to lessen the odour issue.

### Response

- Not a low-risk incident.
- The ministry will continue to engage with facility

# Example: Roof Tar Case Study: Complaints regarding temporary odour and smoke at a commercial building

## Current approach

- Four complaints received regarding odour and smoke. Ministry does not directly regulate the activity.
- Officer attended the site and did not observe any excessive odour or smoke at the time of the inspection. The ministry has attended the site on other occasions, however the roofing company was not operating on those days.
- Ministry contacted the complainant to arrange for immediate notification when the roofing company continues the work in order to re-assess the situation. Assessment of issue is ongoing.

## Proposed approach

- Officer consults referral tool (below) and identifies the complaints should be referred to municipality or local authority.
- Refer directly to municipality.
- Municipality and complainant receive written confirmation of referral.
- Responses provided as per the service standards



Source	Report Type	Refer to response agencies	Examples
<b>Construction, Maintenance or Demolition</b>	Air (Odour, Dust and Smoke)	<ul style="list-style-type: none"><li>• Municipality or local authority, MOL, Municipal by-law enforcement (under building permit or site plan approvals)</li><li>• Municipality or road authority</li></ul>	Construction vehicles, dust/mud track out, asbestos concerns, dust, smoke, stucco application, stone cutting, complaints of offsite dust generated from neighbour's construction activities, welding, <b>roof tar</b> , paving, blasting (non-aggregate related), other

## **2. Administrative Monetary Penalties**

# Holding Polluters Accountable - Administrative Monetary Penalties

- The ministry plans to **expand the use of administrative monetary penalties** (AMPS) to create more efficient, effective, and fair enforcement of our environmental laws. AMPS are penalties imposed by a regulator for a contravention of an act, regulation or an instrument.
  - In 2019, MECP received Cabinet direction to develop new AMPs for environmental contraventions, where MECP conducts compliance and enforcement activities. Acts that are covered include *Environmental Protection Act*, *Nutrient Management Act*, *Ontario Water Protection Act*, *Pesticides Act* and *Safe Drinking Water Act*.
- In May 2021, we **engaged** with industry, agricultural sectors, environmental groups, municipalities and other stakeholders on how to implement the new AMP framework.
  - **Regulations would be developed** and posted on the Environmental Registry for additional stakeholder and public consultation, tentatively fall 2021. The ministry would seek government approval in fall, target to implement the new AMPs in January 2022.

# Next Steps

# Next Steps

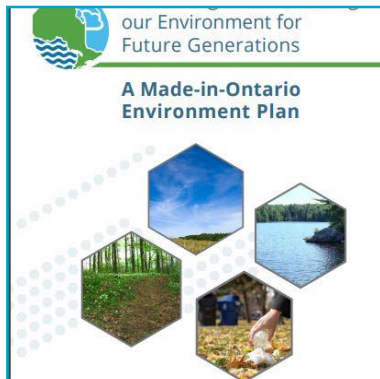
## Following the closing of Environmental Registry Postings (July 3, 2021)

- Comments can be submitted through the Environmental Registry:
  - Compliance policy: ERO # 019-2972 (shannon.boland@ontario.ca)
  - Land use compatibility guideline (D-Series): ERO # 019-2785 (mecp.landpolicy@ontario.ca)
  - Odour guideline: ERO # 019-2768 (sean.avery@ontario.ca)
- The ministry will carefully review comments received from Environmental Registry posting and stakeholder consultation.
- When review complete, decision notices will be posted on the Environmental Registry.
- Ontario.ca will be updated with up-to-date materials.
- Proposed AMP regulations will be posted on the Environmental Registry for comment in Fall 2021.

# Appendices



# Appendix 1: Drivers for Change



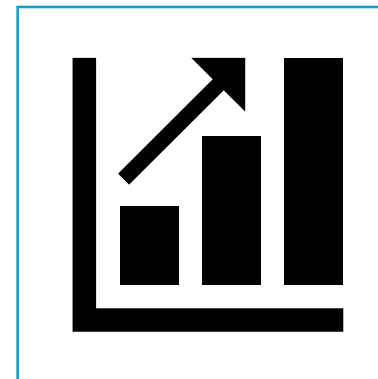
## The Made-In-Ontario Environment Plan

- Clear rules and strong enforcement - Ensure polluters and repeat offenders are held accountable with tougher penalties, while reducing regulatory burden for responsible businesses.
- Improved coordination of land use planning processes and ministry guidelines to avoid impacts of conflicting land uses



## Open for Business Priorities

- Remove barriers to industry and businesses
- Protect employment lands from encroachment of sensitive uses
- Promote compatible land use decisions



## COVID-19 Economic Recovery Act, 2020

- Update compliance policy to hold polluters accountable and focus more resources on incidents and complaints from the public that pose a high-risk to the environment and/or human health

**Drivers for Change**

# Land Use Compatibility Guideline (update to D-Series)

Municipal session

June 2, June 9, June 16

# Presentation Overview

- Strengthening Environmental Compliance
- Background: Land Use Compatibility
- Proposed Land Use Compatibility Guideline
- Next Steps and Questions

# **Strengthening Environmental Compliance**

# Strengthening Environmental Compliance

- Ensuring the protection of human health and the natural environment is the top priority for the Ministry of the Environment, Conservation and Parks (MECP) and a key commitment in our Made-in-Ontario Environment Plan.
- On May 4, 2021, Ontario moved forward on several initiatives to strengthen compliance tools that hold polluters accountable and create consistent guidelines to prevent and address noise and odour issues (Information Bulletin, ERO #019-3268), including:
  - **Compliance policy:** updating the ministry's environmental compliance policy to prioritize high-risk incidents and better hold polluters accountable (Proposal, ERO # 019-2972).
  - **Administrative monetary penalties:** expanding administrative monetary penalties to cover approximately 150,000 regulated entities, including individuals, small businesses and large corporations as well as public entities like municipalities and crown corporations.
  - **Land use compatibility guideline (D-Series):** providing better tools and creating clear and consistent guidelines for municipalities that they may use to make land-use planning decisions that will reduce noise and odour impacts from industry (Proposal, ERO # 019-2785).
  - **Odour guideline:** proposing guidance on how industrial facilities, development proponents and other members of the regulated community can anticipate, prevent, and address odour issues (Proposal, ERO # 019-2768).
- In addition to its linkages to compliance, the proposed land use compatibility guideline was developed based on broader provincial direction related to help municipalities avoid the impacts of conflicting land uses. It focuses on supporting good planning decisions.
- In addition to the draft Odour guideline, the proposed land use compatibility was informed by, and seeks to support implementation of, the ministry's Environmental Noise Guideline - Stationary and Transportation Sources - Approval and Planning (NPC-300).

# **Background: Land Use Compatibility**

# Background: Land Use Compatibility

- Land use compatibility means that certain land uses can co-exist and thrive for the long-term within a community.
- Incompatible land uses can cause:
  - Adverse effects on sensitive land uses from noise, dust, odour and vibration from nearby major facilities.
  - Added costs for major facilities to address complaints from nearby sensitive land uses (e.g., changing operations or installing end-of-pipe controls to address adverse effects).
- The ministry receives thousands of complaints each year from sensitive land uses related to noise, dust and odour from major facilities.
- Land use planning plays a critical role in land use compatibility:
  - Planning authorities, typically municipalities, are responsible for land use planning decisions, in accordance with provincial policies.
  - Provincial Policy Statement, 2020 (PPS) is focused on ensuring that major facilities and sensitive land uses are planned and developed to avoid, or if avoidance is not possible, minimize and mitigate adverse effects.
  - D-Series Guidelines provides guidance on land use compatibility for when a change in land use is proposed. The Guidelines were developed in the 1990s and are out-of-date with the current PPS, technical approaches and the province's role in land use planning approvals.
  - Decisions under the *Planning Act*, e.g., official plan and zoning by-law amendments and site plan approvals, can proactively address compatibility issues prior to new land uses being established.

**Sensitive land uses:** buildings, amenity areas, or outdoor spaces where routine or normal activities occurring at reasonably expected times would experience one or more adverse effects from contaminant discharges generated by a nearby major facility. Sensitive land uses may be a part of the natural or built environment. Examples may include, but are not limited to: residences, day care centres, and educational and health facilities (PPS, 2020)

**Major facilities:** facilities which may require separation from sensitive land uses, including but not limited to airports, manufacturing uses, transportation infrastructure and corridors, rail facilities, marine facilities, sewage treatment facilities, waste management systems, oil and gas pipelines, industries, energy generation facilities and transmission systems, and resource extraction activities (PPS, 2020)

# **Proposed Land Use Compatibility Guideline**



# Land Use Compatibility Guideline - *What?*

- The proposed Guideline informs land use planning decisions by providing guidance to planning authorities and proponents on how to assess and address land use compatibility concerns.
- Updates and replaces the current D-series guidelines related to land use compatibility.\*
- It applies to *Planning Act* decisions that may affect land use compatibility, including:
  - Updates to official plans and zoning by-laws.
  - Proponent-driven applications, such as official plan amendments, zoning amendments, site plans and subdivision approvals for:
    - A new or expanding sensitive land use (e.g., a residential subdivision or condominium) proposed near an existing or planned major facility.
    - A new or expanding major facility proposed near an existing or planned sensitive land use.

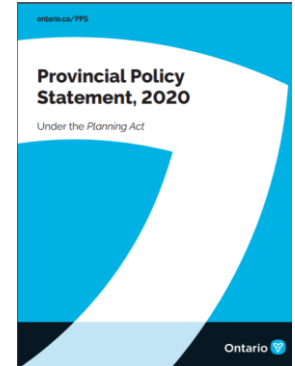
## *Guideline objectives are to:*

- *Protect employment areas (including industrial employment areas) designated for future major facilities from incompatible uses and encroachment by sensitive land uses.*
- *Protect existing or planned major facilities from potential impacts from new sensitive land uses.*
- *Prevent adverse effects to existing or planned sensitive land uses from new and/or expanding major facilities.*



# Land Use Compatibility Guideline – *Why?*

- Preventing the impacts of incompatible land uses and noise and odour issues is a key commitment in the Made-in-Ontario Environment Plan.
- Supports strengthened land use planning policies in the PPS and in A Place to Grow: A Growth Plan for the Greater Golden Horseshoe\* requiring:
  - be made in accordance with ministry guidance. Planning for major facilities and sensitive uses to avoid or, if avoidance is not possible, to minimize and mitigate any adverse effects, in accordance with provincial guidelines, standards and procedures.
  - The need for a sensitive use to be demonstrated in a particular location if adverse effects cannot be avoided (i.e., without mitigation), in accordance with provincial guidelines, standards and procedures.
  - Land use compatibility decisions
- It also:
  - Responds to industry concerns regarding encroaching new sensitive uses that threaten their ability to operate.
  - Prevents impacts from noise, dust, odour and other potential sources of adverse effects on sensitive uses from major facilities.
  - Better reflects current technical data and approaches, and the province's role in land use planning approvals.



# Land Use Compatibility Guideline – *How?*

## Guideline Contents

**Part A** General approach and guiding hierarchy, key concepts, use of guideline, roles and responsibilities and policy context.

**Part B** Assessment approach (when compatibility studies and mitigation measures are required to prevent or reduce any adverse effects).

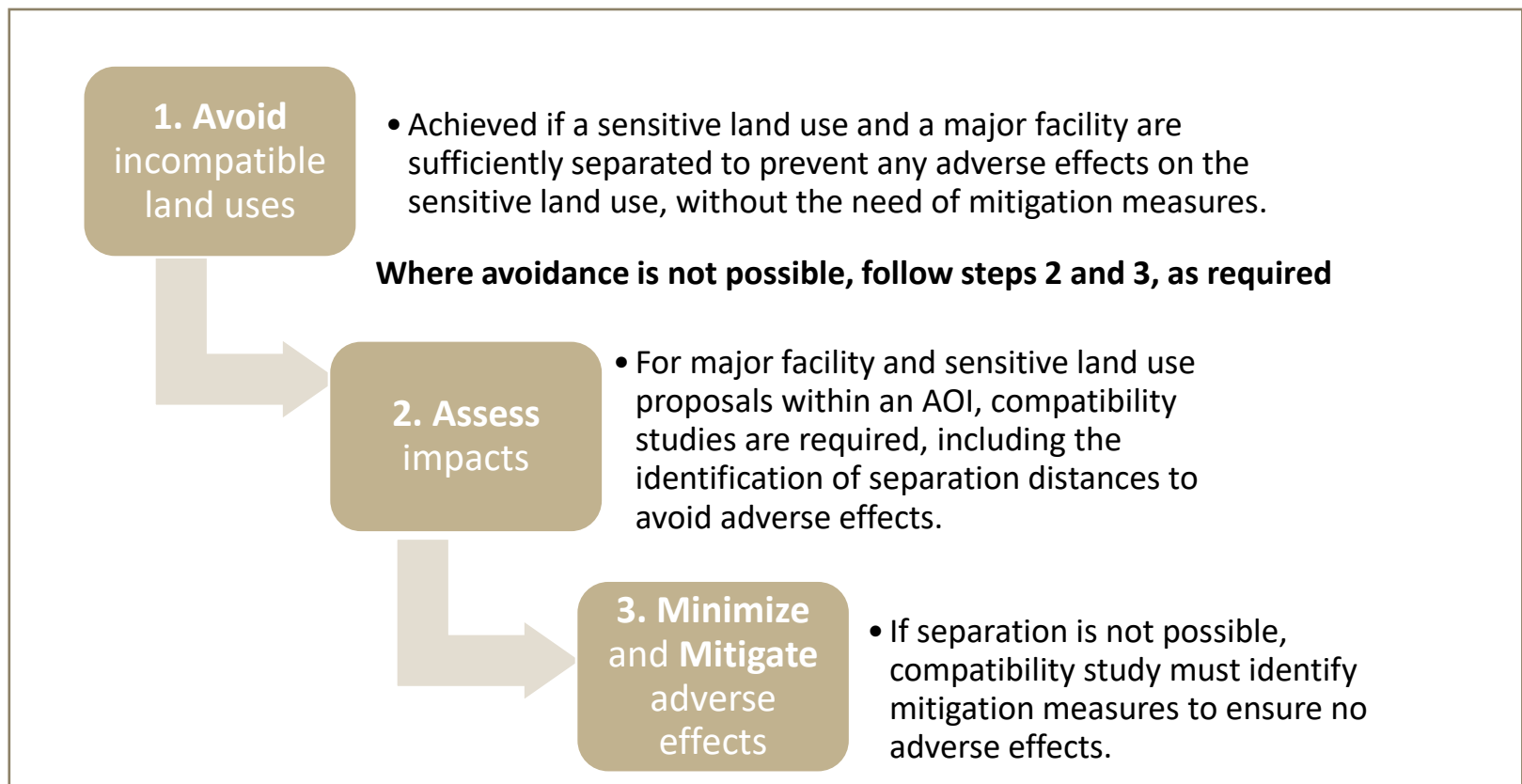
**Part C** Incorporating land use compatibility into *Planning Act* tools and other legislation. Additional considerations for transitional land uses and infill and intensification scenarios.

**Appendices** Additional detail on relevant policies, completing assessments supporting compatibility studies, specific sectors, and land use compatibility for landfills and dumps. Also includes glossary, abbreviations, case studies and helpful references.

1. **Guiding hierarchy** for land use compatibility.
2. **Areas of Influence (AOIs)** and **Minimum Separation Distances (MSDs)** for major facilities where adverse effects on sensitive land uses nearby are likely to occur.
3. Direction that a **compatibility study** is required if a development proposal is in an AOI, and direction on compatibility study contents.
4. Direction on when a **demonstration of need** is required and contents.
5. Examples of **minimization and mitigation measures** that may help to reduce adverse effects.
6. Guidance on how to incorporate land use compatibility into **planning and approval decisions**, and other **planning considerations**.
7. **Additional guidance and information** for land use compatibility.

# 1. Guiding Hierarchy for Land Use Compatibility

- The Guideline proposes a guiding hierarchy as a decision-making framework for planning authorities where avoidance of incompatible land uses through adequate separation should be achieved, or if avoidance is not possible, minimizing and mitigating adverse effects.



## 2. Areas of Influence and Minimum Separation Distances

The Guideline proposes:

- Updated AOIs and MSDs that are based on 10 years of incident (complaint) data for noise, dust and odour.
- AOIs and MSDs for certain sectors/types of major facilities (“facility-specific”)
  - Currently there are no facility-specific AOIs and MSDs, other than for landfills and sewage treatment plants.
  - Examples of major facilities with assigned facility-specific AOIs/MSDs are composting facilities, paper manufacturing, sewage lagoons.
- AOIs and MSDs for classes of major facilities (“class-related”)
  - Now 5 classes vs. previous 3 classes (see next slide).
- Where available, facility-specific AOI/MSD should be used. Where not available, class-related AOI/MSD should be used.
- An alternate AOI may be determined based on a technical and scientific process like a compatibility study.



**Minimum Separation Distance (MSD):** a recommended minimum distance within which adverse effects are very likely to occur and incompatible development should not normally take place.

**Area of Influence (AOI):** an area surrounding the property boundary of an existing or planned major facility where adverse effects on surrounding sensitive land uses have a moderate likelihood of occurring.

## 2. Areas of Influence and Minimum Separation Distances (con't)

### AOIs and MSDs for classes of major facilities

Class	Description of Major Facility	AOI	Examples of Major Facility	MSD
<b>Class 1</b>	Operations with known smaller adverse effects.	500 m	Food Manufacturing; Sewage Lagoons; Various EASR activities	200 m
<b>Class 2</b>	Operations with moderate effects. May include some outdoor operations.	750 m	Manufacturing Metal and Glass Parts	300 m
<b>Class 3</b>	Operations with moderate to significant adverse effects that may be difficult to mitigate. May include larger outdoor operations	1,000 m	Aggregate Operations (in relation to sensitive land use proposals only)	500 m
<b>Class 4</b>	Operations with significant adverse effects that may be difficult to mitigate. May include larger outdoor operations.	1,500 m	Meat and meat product processes (slaughterhouses and rendering)	500 m
<b>Class 5</b>	Operations with the most significant adverse effects that may be difficult to mitigate. May include larger outdoor operations	2,000 m	Chemical product manufacturing	500 m

## 2. Areas of Influence and Minimum Separation Distances (con't)

- Generally, proposed AOIs and MSDs are larger than the current AOIs and MSDs in the D-Series\*, as a result of the improved data and statistical analysis, clearer methodology, and technical expertise.
- Some proposed facility-specific AOIs are smaller than its comparative class-related AOIs, providing more flexibility.

Facility Type	Facility AOI	Class AOI
Food Production (General)	500	500
Wastewater Facilities (small)	300	500
Paint Spray / Coating	400	500
Sewage Lagoons	500	500
Waste Transfer Sites	400	500
Recycling Facilities (general)	900	1000

# 3. Compatibility Studies

The Guideline proposes:

- That a compatibility study is required when:
  - a new or expanding sensitive land use is proposed within a major facility's AOI or MSD; or
  - a proposed or expanding major facility's AOI or MSD captures existing or planned sensitive land uses,
- A list of documentation required for a compatibility study.
- Requirements from existing noise, dust and odour guidelines and regulations that must be met while doing a compatibility study (Appendix B of the Guideline); assessments are not limited to noise, dust and odour impacts.
- In addition to the proposed odour guidance, the additional requirements for specific sectors like landfills, composting facilities, aggregates and cannabis production and processing facilities (Appendix D-F of the Guideline).

**Compatibility Study:** a study that assesses potential adverse effects and recommends separation distances and mitigation measures, if needed, to limit impacts to surrounding land uses.



<https://www.shutterstock.com/image-photo/industrial-district-near-living-houses-winter-113625490>



## 4. Demonstration of Need

The Guideline proposes:

- A demonstration of need is required for:
  - A sensitive land use proposed within a major facility's AOI and mitigation measures would be needed to ensure no adverse effects or potential impacts; or
  - A sensitive land use proposed within a major facility's MSD (regardless of whether mitigation measures are assessed to be needed or not).
- Contents of a demonstration of need, including an assessment of alternate locations considered outside of the AOI.
- That a planning authority must only permit the proposal if it is satisfied that there is an identified need and sound planning rationale for the proposed use in that location, and that alternative locations or areas for the proposed use have been evaluated and there are no reasonable alternative locations or areas.

**Demonstration of Need:**  
a study that determines whether there is an identified need for the proposed use in the proposed location, and if alternative locations for the use have been evaluated and there are no reasonable alternative locations.

# 5. Minimize and Mitigation Measures

The Guideline proposes:

- That minimizing potential adverse effects on sensitive land uses and potential impacts to major facilities is achieved by maximizing the separation distance between land uses that are incompatible.
- That mitigation refers to the additional measures necessary to prevent an adverse effect or impact, after separation has been maximized.
- That legal requirements to implement and maintain mitigation measures, as necessary, should be in place.
- Examples of mitigation measures, including:
  - At-source
  - Operational
  - At-receptor
  - Buffers
  - Phasing



*At-source:*  
Process/Chemical changes  
Enclosures for outdoor operations

*Operational:*  
Wheel washing stations  
Limit noisy operations to day-time  
Use alternative truck routes

*At-receptor:*  
Building orientation away from source  
At property berm/acoustic barrier  
Locate air intakes well above grade

## 6. Planning and Approval Decisions and Considerations

The Guideline proposes:

- Information on how to incorporate land use compatibility policies and approaches into various existing tools and approvals under the *Planning Act* and other legislation, including through:
  - Official plan policies and designations.
  - Secondary plans.
  - Zoning by-laws.
  - Other planning approvals.
- How to plan for land use compatibility in significantly intensifying areas (e.g., major transit areas), such as:
  - Ensuring policies and by-laws are up-to date specifying appropriate direction for specific areas undergoing infill and intensification.
  - Including buffer areas around industrial zoned lands, serving as transitional land uses.
  - Considering the cumulative effects of new development.
  - Using holding by-laws and interim control by-laws to pause development until studies are completed.
- Information on other considerations such as complete planning application requirements, transitional land uses, municipal by-laws, warning clauses and inventories of major facilities.

# 7. Additional Guidance

The Guideline proposes:

- Guidance on consultation and engagement to support land use compatibility.
- Guidance specifically related to land use on or near landfills and dumps\* and on assessing methane hazards from landfill sites.
- Information on other guidance that may apply in relation to specific types of facilities.



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# Next Steps

# Next Steps

- Comments on the proposed Land Use Compatibility Guidelines can be provided through the Environmental Registry of Ontario by July 3, 2021.
  - ERO # 019-2785
  - <https://ero.ontario.ca/notice/019-2785>
- Questions can be directed to:
  - MECP Land Use Policy ([MECP.landpolicy@ontario.ca](mailto:MECP.landpolicy@ontario.ca))
    - Jessica Isaac
    - Sanjay Coelho
    - Emilee O’Leary

# Questions for Consideration

1. Is the proposed Land Use Compatibility Guideline clear and easy to understand? If not, what do you find unclear?
2. What do you think of the class-specific and facility-specific approach to AOs and MSDs?
  - a) Does the facility-specific approach provide greater certainty and clarity for those sectors?
  - b) Is having 5 classes of major facilities an improvement over the current 3 classes?
3. What do you think of the compatibility study requirements?
4. What do you think of the demonstration of need requirements?
5. Are there any additional at-source or at-receptor mitigation measures you feel should be mentioned in the proposed Land Use Compatibility Guideline?
6. Do you feel that the guidance provided in Part C (Incorporating Land Use Compatibility in Planning Tools) will be effective at avoiding, minimizing, and mitigating compatibility issues?
7. Do you feel that the proposed Land Use Compatibility Guideline will result in any increased costs or savings for major facilities or sensitive land uses planning approvals? What is the estimated costs or savings?
8. Do you have further suggestions related to how to address land use compatibility in areas undergoing intensification?

# Appendix



# Appendix A: D-Series Documents Replaced by the Guideline

- D-1 Land Use and Compatibility
  - D-1-1 Land Use Compatibility: Procedure for Implementation
  - D-1-2 Land Use Compatibility: Specific Applications
  - D-1-3 Land Use Compatibility: Definitions
- D-2 Compatibility between Sewage Treatment and Sensitive Land Use
- D-4 Land Use On or Near Landfills and Dumps
  - D-4-1 Assessing Methane Hazards from Landfill Sites
  - D-4-2 Environmental Warnings/Restrictions
  - D-4-3 Registration of Certificates and Provisional Certificates
- D-6 Compatibility between Industrial Facilities
  - D-6-1 Industrial Categorization Criteria
  - D-6-3 Separation Distances
  - D-6-4 MCCR Bulletin No. 91003
- 2009-04 Environmental Warnings and Restrictions

Note - The following D-Series documents are not replaced by the Guideline:

- D-3 Environmental Considerations for Gas or Oil Pipelines and Facilities
- D-5 Planning for Sewage and Water Services

## Appendix B: PPS Policies - Land Use Compatibility

- 1.2.6.1 *Major facilities and sensitive land uses* shall be planned and developed to avoid, or if avoidance is not possible, minimize and mitigate any potential *adverse effects* from odour, noise and other contaminants, minimize risk to public health and safety, and to ensure the long-term operational and economic viability of *major facilities* in accordance with provincial guidelines, standards and procedures.
- 1.2.6.2 Where avoidance is not possible in accordance with policy 1.2.6.1, planning authorities shall protect the long-term viability of existing or planned industrial, manufacturing or other uses that are vulnerable to encroachment by ensuring that the planning and development of proposed adjacent sensitive land uses are only permitted if the following are demonstrated in accordance with provincial guidelines, standards and procedures:
- a) there is an identified need for the proposed use;
  - b) alternative locations for the proposed use have been evaluated and there are no reasonable alternative locations;
  - c) adverse effects to the proposed sensitive land use are minimized and mitigated; and
  - d) potential impacts to industrial, manufacturing or other uses are minimized and mitigated.

## Appendix B: PPS Policies – Employment Areas

- 1.3.2.2 At the time of the official plan review or update, planning authorities should assess *employment areas* identified in local official plans to ensure that this designation is appropriate to the planned function of the *employment area*.

*Employment areas* planned for industrial and manufacturing uses shall provide for separation or mitigation from *sensitive land uses* to maintain the long-term operational and economic viability of the planned uses and function of these areas.

- 1.3.2.3 Within *employment areas* planned for industrial or manufacturing uses, planning authorities shall prohibit residential and prohibit or limit other *sensitive land uses* that are not ancillary to the primary employment uses in order to maintain land use compatibility.

*Employment areas* planned for industrial and manufacturing uses, should include an appropriate transition to adjacent non-*employment areas*.

## Appendix B: PPS Policies – Employment Areas

- 1.3.2.4 *Planning authorities* may permit conversion of lands within *employment areas* to non-employment uses through a comprehensive review, only where it has been demonstrated that the land is not required for employment purposes over the long term and that there is a need for the conversion.
- 1.3.2.5 Notwithstanding policy 1.3.2.4, and until the official plan review or update in policy 1.3.2.4 is undertaken and completed, lands within existing *employment areas* may be converted to a designation that permits non-employment uses provided the area has not been identified as provincially significant through a provincial plan exercise or as regionally significant by a regional economic development corporation working together with affected upper and single-tier municipalities and subject to the following:
- a) there is an identified need for the conversion and the land is not required for employment purposes over the long term;
  - b) the proposed uses would not adversely affect the overall viability of the *employment area*; and
  - c) existing or planned infrastructure and public service facilities are available to accommodate the proposed uses.

## Appendix B: A Place to Grow: Growth Plan for the Greater Golden Horseshoe Policies – Employment

- 2.2.5.6 Upper- and single-tier municipalities, in consultation with lower-tier municipalities, will designate all employment areas in official plans and protect them for appropriate employment uses over the long-term. For greater certainty, employment area designations may be incorporated into upper- and single-tier official plans by amendment at any time in advance of the next municipal comprehensive review.
- 2.2.5.7 Municipalities will plan for all employment areas within settlement areas by:
- a) prohibiting residential uses and prohibiting or limiting other sensitive land uses that are not ancillary to the primary employment use;
  - b) prohibiting major retail uses or establishing a size or scale threshold for any major retail uses that are permitted and prohibiting any major retail uses that would exceed that threshold; and
  - c) providing an appropriate interface between employment areas and adjacent non-employment areas to maintain land use compatibility.
- 2.2.5.8 The development of sensitive land uses, major retail uses or major office uses will, in accordance with provincial guidelines, avoid, or where avoidance is not possible, minimize and mitigate adverse impacts on industrial, manufacturing or other uses that are particularly vulnerable to encroachment.

## Appendix B: A Place to Grow: Growth Plan for the Greater Golden Horseshoe Policies – Employment

- 2.2.5.9 The conversion of lands within employment areas to non-employment uses may be permitted only through a municipal comprehensive review where it is demonstrated that:
- a) there is a need for the conversion;
  - b) the lands are not required over the horizon of this Plan for the employment purposes for which they are designated;
  - c) the municipality will maintain sufficient employment lands to accommodate forecasted employment growth to the horizon of this Plan;
  - d) the proposed uses would not adversely affect the overall viability of the employment area or the achievement of the minimum intensification and density targets in this Plan, as well as the other policies of this Plan; and
  - e) there are existing or planned infrastructure and public service facilities to accommodate the proposed uses.
- 2.2.5.10 Notwithstanding policy 2.2.5.9, until the next municipal comprehensive review, lands within existing employment areas may be converted to a designation that permits non-employment uses, provided the conversion would:
- a) satisfy the requirements of policy 2.2.5.9 a), d) and e);
  - b) maintain a significant number of jobs on those lands through the establishment of development criteria; and
  - c) not include any part of an employment area identified as a provincially significant employment zone unless the part of the employment area is located within a major transit station area as delineated in accordance with the policies in subsection 2.2.4 (Amendment 1, 2020).

# Appendix C: Guiding Hierarchy for Land Use Compatibility

## 1. AVOID incompatible land uses

- Locate a *sensitive land use* outside of the AOI of a *major facility*, and locate a *major facility* to an area where *sensitive land uses* are not captured within its AOI.
- Avoidance does not include mitigation measures, only separation between uses.
- Designate appropriate transition areas between *major facilities* and *sensitive land uses* (such as an area where heavy industrial is buffered by lighter industrial, and subsequently may be buffered by commercial or office uses).

*Where avoidance by locating outside the AOI is not possible, follow steps 2 and 3 as required:*

## 2. ASSESS impacts in terms of types of impact and magnitude

- For proposals within the AOI, *compatibility studies* are required.
- Proponents should pre-consult with *planning authorities* to understand requirements.
- A compatibility study will determine a specific separation distance for that proposal that would avoid adverse effects. That separation distance should be used if possible.

## 3. MINIMIZE and MITIGATE impacts

- If the separation distance is not possible, the compatibility study must identify mitigation measures to ensure no adverse effects will remain post-mitigation.
- Even with proposed mitigation, the separation distance should be maximized to minimize impacts, and should not be less than the MSD.
- Once implemented, monitor and maintain required mitigation measures over time to avoid future compatibility issues.

*Where avoidance and minimization/mitigation of impacts is not possible, do not permit the proposed incompatible land use.*

# Appendix D: Comparison of AOIs and MSDs

- The following provides a comparison of existing AOIs and MSDs in D-6 vs. proposed AOIs and MSDs in the Guideline.

Class	Existing AOIs	New AOIs	Existing MSDs	New MSDs
1	70m	500m	20m	200m
2	300m	750m	70m	300m
3	1000m	1000m	300m	500m
4		1500m		500m
5		2000m		500m



# Appendix E: Update on Guidance for Landfills and Dumps

- D-4: Land Use on or Near Landfills and Dumps (last updated 1994) provides guidelines for all proposals for land use on or near any landfill or dump which contains municipal solid waste, industrial solid waste and/or sewage sludges.
- An update to D-4 is included in the Guideline. Some key elements:
  - All proposed land uses near landfills and dumps are to consider this section, which also applies when looking for locations to establish a landfill.
  - Compatibility studies are required if development is proposed in the AOI; a demonstration of need would be required if within the MSD.
  - Landfill gas assessment and hydrogeological assessment for surface and groundwater risks (leachate in particular) are key elements of assessment.
  - 500 metres is the MSD; the AOI is determined on a case-by-case basis.
    - In D-4, 500 m is a recommended study area that may be reduced, whereas the Guideline proposes 500 m as the MSD.
- Guidance on methane gas testing and monitoring is also included (replacing D-4-1 Assessing Methane Hazards from Landfill Sites).
- Information on warning clauses has been incorporated into Part C of the Guideline (replacing D-4-3).

# Proposed Guideline to Address Odour Mixtures in Ontario

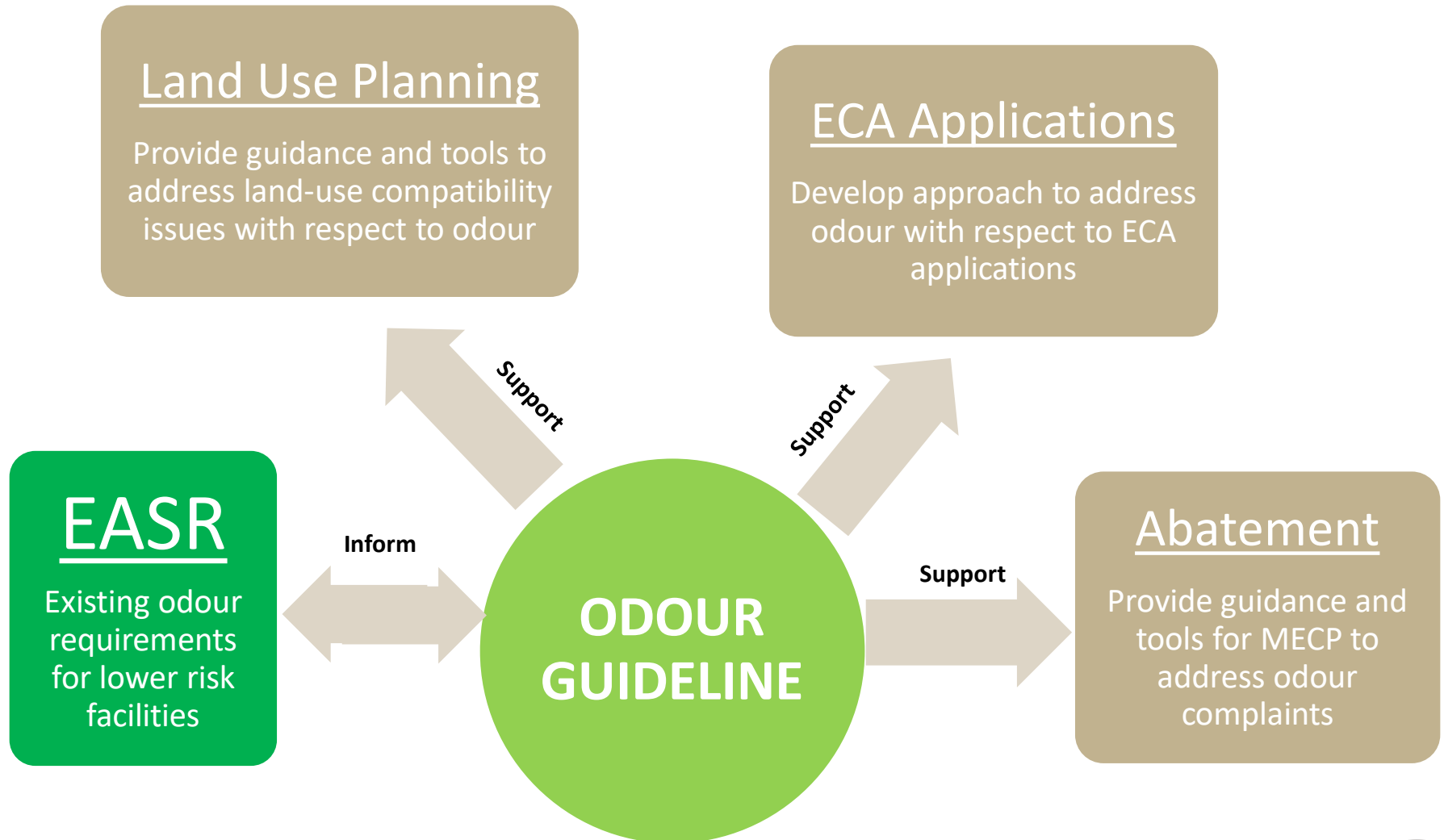
May 2021

# Proposed Odour Guideline Overview

The proposed guidance is based on a review of:

- 10 years of historical complaint data (2005-15) which identify different classes of facilities or processes that could be odorous.
  - Review of other jurisdictions' odour management approaches and current ministry practices.
  - Experience from field staff.
- 
- Based on the review, odorous facilities and processes were identified and grouped into three tiers based on the potential to cause odour / odour complaints.
  - Using the odour tiers, the Odour Guideline developed requirements for odorous facilities based on increasing odour concerns:
    - outlines requirements for Environmental Compliance Approval submissions to proactively address odours,
    - outlines the steps for preparing an odour compatibility study as part of the land use planning process.
  - This approach is consistent with the tiered approach and requirements already in place for lower risk facilities registered to the environmental activity and sector registry (EASR).

# Proposed Odour Guideline – Linkages



# Examples of Tiers

Example Tier 1 Activities & Processes	Odour Setback
Blowing or expanding foam products	500 m
Meat and poultry processing	300 m
Plastic extrusion or melting	100 m
Low volume printing and spraying operations	100 m
Example Tier 2 Activities & Processes	Odour Setback
Asphalt paving mixture and block manufacturing	500 m
Vulcanized rubber product manufacturing	500 m
Composting – leaf and yard waste only	500 m
High volume printing and spraying operations	500 m
Example Tier 3 Activities & Processes	
Animal or poultry slaughtering	
Large wastewater treatment plants	
Rendering or tallow production	
Composting other than leaf and yard waste	

The odour setback distances indicate the distance between a major facility and a sensitive land use at which additional measures may need to be incorporated by a facility to avoid negatively impacting the sensitive land use from odour.

# Support to Land Use Planning

- The odour guidance and tools will support and link to the Land Use Compatibility (LUC) Guideline to assist planning approval authorities.
  - The ministry's LUC Guideline states that if required, a compatibility study for odour must follow the procedure listed in the Odour Guideline.
  - Odour compatibility studies will use odour Tiers and odour setback distances (different from AOIs), with increasing requirements based on increasing odour concerns.
  - The land use proponent is responsible for the compatibility study, as well as any required odour minimization or mitigation.
  - In these cases, an agreement may be required.



# Proposed Odour Guideline: Requirements

- Depending on the odour potential, the Guideline will assist facilities with proactively addressing odour issues or speeding up remediation (if needed) through the preparation of:
  - Best Management Practices Plan to assist facilities with reducing odour as part of their day-to-day operations
  - Odour Technology Benchmarking Report to identify best technical options available, if looking to make changes to reduce odours
- The ministry would also support key sectors by developing Minimum Expectation Technical Bulletins over time that will provide examples of effective odour control options.

# Odour Compatibility Study

**First step - what Tier??? What is odour setback distance???**

## **Compatibility Study involving 'Major Facilities' with Tier 1 Activities or Processes:**

- For a proposal where a sensitive land use is outside the Major Facility's odour setback distance (i.e. major facility not located close to sensitive receptors), no further assessment will be required (unless requested by the planning authority during review of a land use application).
- For a proposal where a sensitive land use is within a Major Facility's odour setback distance, a BMPP would need to be in place at the facility to minimize / mitigate odour.



# Odour Compatibility Study

## Odour Compatibility Study Involving 'Major Facilities' with Tier 2 Activities or Processes:

- For a proposal involving a facility with a Tier 2 activities or processes, a BMPP would need to be in place at the facility to minimize or mitigate odour.
- If the proposal results in a sensitive land use within the Major Facility's odour setback distance, assessment is required to determine if/how odour needs to be further minimized/mitigated:
  - if a technical bulletin (minimum expectations) has been developed, the facility needs to meet the level of odour control outlined in the technical bulletin;\*
  - otherwise, an OTBR must be developed to determine if/what additional controls may be required.\*
  - Mitigation plan may be required

\*Note: any required documents or mitigation as a result of the odour compatibility study will be the responsibility of the land use proponent

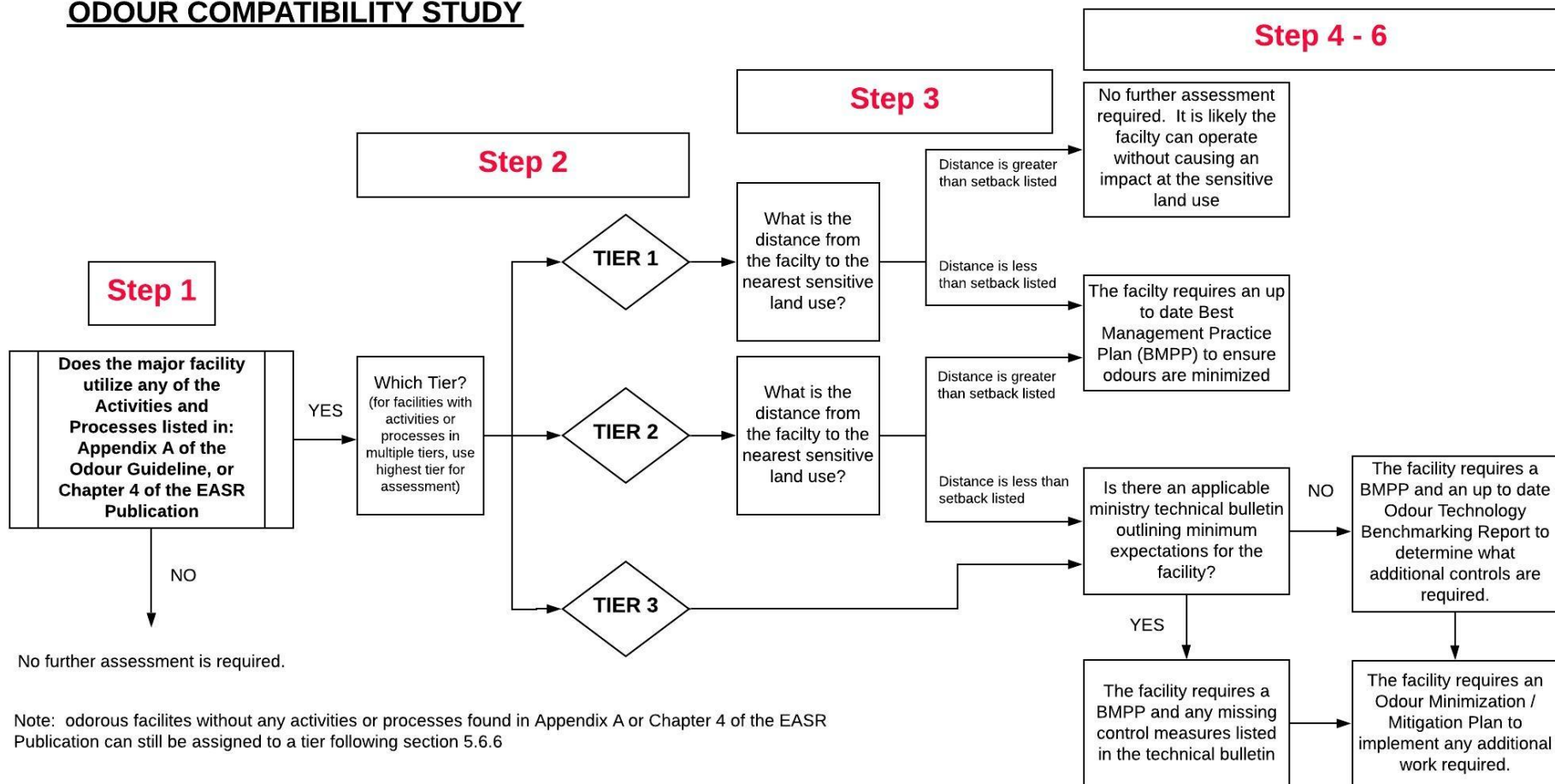
# Odour Compatibility Study

## Odour Compatibility Study Involving ‘Major Facilities’ with Tier 3 Activities or Processes:

- For a proposal involving a facility with a Tier 3 activities or processes, a BMPP would need to be in place at the facility to minimize/mitigate odour.
- Additional assessment is also required to determine if/how odour needs to be further minimized or mitigated:
  - if a technical bulletin (minimum expectations) has been developed, the facility needs to meet the level of odour control outlined in the technical bulletin;
  - otherwise, an OTBR must be developed to determine if/ what additional controls may be required.
  - Mitigation Plan may be required.
- It should be noted that the LUC Guideline has also developed ‘minimum separation distances’ (MSDs). The Odour Guideline states that if a proposal results in a sensitive land use within a Major Facility’s MSD, additional work may be required (and in some cases no amount of control may be able to minimize or mitigate odour to an acceptable level).

# Odour Compatibility Study

## ODOUR COMPATIBILITY STUDY



# Questions to Inform Feedback

The type of feedback for the ERO posting would include consideration of the following questions:

1. Is the proposed Odour Guideline clear and easy to understand? If not, what do you find unclear?
2. What do you think of the process/activity specific approach to the tiers?
  - a) Does the facility-specific approach provide greater certainty and clarity for those sectors?
  - b) Are the odour setbacks and tiers proposed appropriate?
  - c) Are any activities or processes miscategorized or missing?
3. Do you feel that the odour guidance will be effective at avoiding, minimizing, and mitigating compatibility issues?
4. Should Planning Authorities be able to allow proponents to prepare an OTBR instead of following the minimum expectations in situations where this may be too onerous (e.g. small major facility, and proposal results in sensitive land use JUST inside the AOI)?
5. Do you have further suggestions related to how to address odour mixtures in areas undergoing intensification?

# Appendix A - Proposed Tier 1 Facilities

NAICS Code	Description	Tier	Odour Setback Distance (m)
221320	Municipal and private communal wastewater facilities (design capacity of facility < 25,000 m <sup>3</sup> /day)	1	500
325510	Paint and coating manufacturing	1	500
324121	Asphalt paving mixture and block manufacturing (portable)	1	500
325520	Adhesive manufacturing	1	500
325910	Printing ink manufacturing	1	500
	25 additional NAICS codes listed in <a href="#">EASR Publication</a>		
Odorous Process		Tier	Odour Setback Distance (m)
Blowing or expanding foam products		1	500
Crematory		1	200
Meat and poultry processing		1	300
Landfills		1	2000
Plastic extrusion or melting		1	100
Printing (printing rates > 100kg/hr, and < 400 kg/hr)		1	100
Process using resins		1	250
Scented products manufacturing (<10 million kg/year)		1	500
Spraying operations (< 10 L/hr)		1	100
Thermal Treatment of Waste (non-biomass)		1	2000
Waste Transfer and/or Processing Station – indoor (residential & ICI)		1	150

**Note: For land use planning, Odour Setback Distances are for compatibility studies only (and are not the same as AOIs)**

# Appendix B - Proposed Tier 2 Facilities

NAICS Code	Description	Tier	Odour Setback Distance (m)
<b>221320</b>	Municipal and private communal wastewater facilities (design capacity of facility > 25,000 m <sup>3</sup> /day and ≤ 100,000 m <sup>3</sup> /day)	2	500
<b>322121</b>	Paper (except newsprint) mills	2	1000
<b>322122</b>	Newsprint mills	2	1000
<b>322130</b>	Paperboard mills	2	1000
<b>324121</b>	Asphalt paving mixture and block manufacturing	2	500
<b>324122</b>	Asphalt shingle and coating material manufacturing	2	500
	3 additional NAICS codes listed in <a href="#">EASR Publication</a>		

Odorous Process	Tier	Odour Setback Distance (m)
Cooking or drying animal products	2	500
Composting – leaf and yard waste only	2	500
Food frying	2	350
Printing (printing rates ≥ 400 kg/hr)	2	500
Scented products manufacturing (≥10 million kg/year)	2	500
Spraying operations (≥10 L/hr)	2	500
Vulcanized rubber product manufacturing	2	500
Waste transfer and/or processing station - outdoor (residential or IC&I)	2	500

**Note:** For land use planning, Odour Setback Distances are for compatibility studies only (and are not the same as AOIs)

# Appendix C - Proposed Tier 3 Facilities

NAICS Code	Description	Tier	*Odour Setback Distance (m)
221320	Municipal and private communal wastewater facilities (design capacity of facility > 100,000 m <sup>3</sup> /day)	3	n/a
311221	Wet corn milling	3	n/a
311224	Oilseed processing	3	n/a
311225	Fat and oil refining and blending	3	n/a

Odorous Process	Tier	*Odour Setback Distance (m)
Anaerobic digestion	3	n/a
Animal or poultry slaughtering	3	n/a
Biofuel production	3	n/a
Composting other than leaf and yard waste	3	n/a
Ethanol production	3	n/a
Rendering or tallow production	3	n/a
Thermal Treatment of biomass, other than woodwaste	3	n/a
Waste transfer and/or processing station (putrescible)	3	n/a

**Note:** For land use planning, Odour Setback Distances are for compatibility studies only (and are not the same as AOIs)

\* There are no proposed set back distances for Tier 3 facilities.

# Appendix D –

## Best Management Practices Plan

- An effective Best Management Practices Plan (BMPP) integrates odour management activities into the daily routine of site staff to ensure practices and procedures for the management and mitigation of potential odour issues become routine.
- Best management practices would require facilities to identify sources of odour and ensure proper odour management.
- These are typically low-cost and practical solutions such as better housekeeping (e.g. proper handling/storage of odorous materials) and do not generally involve additional engineering, significant process modifications, or the installation of additional pollution control equipment.
- When preparing a BMPP, facilities should follow the ministry's Technical Bulletin 'Best Management Practices for Industrial Sources of Odour' (<https://www.ontario.ca/page/best-management-practices-industrial-sources-odour>).



# Appendix E - Odour Technology Benchmarking Report

- An Odour Technology Benchmarking Report (OTBR) ranks and assesses the technical feasibility of applicable odour control strategies at a facility.
- The goal of the OTBR is to provide the facility with information to ensure transparent and thoughtful decisions are made when choosing control strategies for odour, and includes:
  - a technical and jurisdictional review to identify all potential options for controlling odours;
  - off-property odour dispersion modelling for the proposed facility or modifications and for potential odour reduction opportunities;
  - a list of all technically feasible pollution controls and strategies to reduce odour at the facility; and
  - a ranking of all options and combination of options based on reducing odour at off-property receptors.
- This information would help facilities develop an action plan if odour issues arise and save facilities time and money by reducing likelihood of implementing ineffective abatement plans or controls.
- The ministry is also preparing an example OTBR to clarify requirements.

# Appendix F - Minimum Expectations

- Over time, the ministry will be developing additional guidance in the form of technical bulletins outlining minimum expectations for certain odorous activities and processes with the purpose of encouraging facilities to implement best practices and controls to reduce odour emissions.
- These technical bulletins will be developed to outline recommended minimum expectations with respect to odour control and best practices for specific activities or processes and may include:
  - industry specific best management practices;
  - proper process management to reduce odours;
  - specific operation and maintenance procedures;
  - air pollution controls to address odorous sources; and
  - odour control equipment with minimum % odour reduction / control efficiency, etc.
- There will be no requirement to follow the recommendations listed in the technical bulletins, however doing so may eliminate the need for an OTBR.

# Appendix G - Proposed Odour Guidance – Documents

1. Guidance Document – outlines the ministry’s proposed approach, including facility requirements when submitting ECA applications and guidance for land use planning.
2. Technical Bulletin – Methodology for completing an odour assessment for odour mixtures.
3. Example odour technology benchmarking report (OTBR).
4. Technical bulletins – outlining minimum expectations (best technologies / practices) to effectively minimize odour emissions for certain sectors or processes.
  - Technical Bulletins would be developed over time for facilities/processes that require an OTBR (Tier 2 facilities that do not meet their odour distance and all Tier 3 facilities), with the goal of encouraging facilities to do the best they can to prevent or reduce odours.
  - Technical Bulletins could also be used by facilities when assessing odour control measures, or by the MECP to benchmark facilities when evaluating ECA applications.
  - If all the recommendations in the “minimum expectation” technical bulletin are followed, an OTBR would not be needed to be submitted with their ECA.



## **Staff Report FIN2021-021**

**Title of Report:** **FIN2021-021 Financial Report – May 2021**

**Department:** **Finance**

**Council Date:** June 2, 2021

**Recommendation:**

**Be it resolved that** Council receive Staff Report FIN2021-021 Financial Report – May 2021 as information.

### **Background:**

Municipal Act, 2001 s. 290(1) requires a municipality shall:

“prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality, including, amounts sufficient to pay all debts of the municipality falling due within the year”.

On July 8, 2020, Council passed By-law 2020-072 which set the water and wastewater rate structure for 2021 to 2026 which lowered the fixed rate charge and increased the variable rate charge.

On February 3, 2021, Council received Staff Report FIN2020-006 2021 Budget and approved a 2021 Budget which had a requirement from taxation of \$7,990,311, which was estimated to have a blended tax rate increase of 1.5%, based on assumed County and Education tax rate impacts.

On May 19, 2021, Council received Staff Report FIN2021-013 Financial Report – March 2021 which contained a financial report for the 3 months ended March 31, 2021.

On June 2, 2021, Council received Staff Report FIN2021-017 Financial Report – April 2021 which contained a financial report for the 4 months ended April 30, 2021.

### **Staff Comments:**

Staff has prepared a financial report for the 5 months ended May 31, 2021. Explanations of the more significant variances is provided in Attachment 1.

### **Financial Implications:**

For the 5 months ended May 31, 2021, the tax-supported department surplus is \$278,439.96 and the non-tax department deficit is \$48,081.59.

In comparison, for the 5 months ended May 31, 2020, the tax-supported department surplus was \$774,804.40 and the non-tax department surplus is \$128,197.19.

With additional transfers to/from tax/rate stabilization reserves, the 2021 surplus/deficit is anticipated to be \$Nil.

**Communications & Community Action Plan Impact:**

This report has been written and presented to Council in accordance with the Southgate Community Action Plan:

Mission Statement Pillars

- Trusted Government
- Economic Prosperity.

Themes:

- Municipal Services
- Public Communications

Core Values:

- Integrity
- Stewardship

**Concluding Comments:**

For the 5 months ended May 31, 2021, the tax-supported department surplus is \$278,439.96 and the non-tax department deficit is \$48,081.59.

Respectfully Submitted,

**Dept. Head:**                      **Original Signed By**  
William Gott, CPA, CA, Treasurer

**CAO Approval:**                **Original Signed By**  
Dave Milliner, CAO

**Attachment:**

- 1**      Financial Report for the 5 months ended May 31, 2021

## Attachment 1

		2020	2021	May		Variance		
		Actual	Annual Budget	YTD Budget	YTD Actual	%	\$	Comments
Tax-Supported:								
Revenues								
Southgate Regular Taxation		7,605,884.04	7,990,301.00	3,995,152.00	3,995,152.00	100.0%	-	-
Corporate, County & School Board		7,506,477.28	7,306,754.00	3,286,035.00	3,545,976.81	107.9%	259,941.81	Grant (COVID-19) \$39k; Penalties & Int \$24k; Bank Interest (\$9k); Gas Tax \$233k [timing]; Land Rentals [timing] (\$15k); Building Rentals (\$5k)
Administration, Finance, and Clerks		23,407.95	92,680.00	4,520.00	64,287.73	1422.3%	59,767.73	Misc Rev [Tax Recovery Costs] \$13k; Trfr from Res [Donations] \$47k
Council		-	-	-	-		-	-
Transit		55,100.00	-	-	-		-	-
Fire		159,568.69	130,152.00	49,060.00	73,176.66	149.2%	24,116.66	Prov Grant \$6k; Call-out Fees \$15k; Melancthon (\$10k) [timing]; Grey Highlands \$11k; EMS Rent (\$5k) [timing]
Police		14,953.52	6,640.00	6,640.00	-	0.0%	(6,640.00)	RIDE Grant [Timing] (\$6k)
Conservation Authority		-	-	-	-		-	-
Building		597,389.12	435,000.00	189,600.00	277,062.50	146.1%	87,462.50	Fees \$87k
Other Protective Services		26,140.00	56,300.00	41,480.00	29,120.00	70.2%	(12,360.00)	Canine: Dog Tags \$4k; Kennel Licences (\$6k) Property Stds: Contr from Res [COVID-19 - timing] (\$10k)
Roads		98,005.69	85,300.00	11,970.00	9,465.33	79.1%	(2,504.67)	-
Solid Waste		242,599.66	211,600.00	59,210.00	41,819.40	70.6%	(17,390.60)	Office (\$8k); Tsfr Station Rev (\$13k); Landfill (\$8k); Recycling \$12k
Health Services		212,946.12	34,700.00	27,665.00	28,000.00	101.2%	335.00	-
Cemetery		36,605.28	40,440.00	7,275.00	18,851.00	259.1%	11,576.00	Plots \$3k; Columbarium \$8k
Recreation		337,953.34	367,955.00	75,025.00	10,076.88	13.4%	(64,948.12)	Olde Town Hall (\$3k); Swinton Park (\$1k)
								F Mac Rev (\$3k); Campground (\$2k)
								Auditorium (\$4k); Ice Rental (\$42k); Floor (\$3k); Other Rev (\$4k)
Library		264,207.03	269,047.00	1,341.00	196.87	14.7%	(1,144.13)	-
								-
Planning		284,787.25	156,819.00	29,930.00	51,616.35	172.5%	21,686.35	Fees \$22k
Industrial Land		(7,000.00)	1,285,000.00	200,000.00	-	0.0%	(200,000.00)	Land Sale (\$200k)
Agriculture		230,397.50	227,570.00	20,835.00	1,776.40	8.5%	(19,058.60)	Tile Drain Receipts (\$20k)
Economic Development		-	-	-	-		-	-
Total Revenues		17,689,422.47	18,696,258.00	8,005,738.00	8,146,577.93	101.8%	140,839.93	

**Attachment 1**

		2020	2021	May		Variance		Comments
		Actual	Annual Budget	YTD Budget	YTD Actual	%	\$	
<b>Tax-Supported:</b>								
<b>Expenses</b>								-
<b>Southgate Regular Taxation</b>		-	-	-	-		-	
<b>Corporate, County &amp; School Board</b>		6,510,592.86	6,001,337.00	2,808,732.00	3,078,577.05	109.6%	269,845.05	Cont to Res [COVID-19] \$39k; Contr to Res - Gas Tax \$233k [timing]
<b>Administration, Finance, and Clerks</b>		1,170,777.27	1,318,081.00	537,333.00	544,800.26	101.4%	7,467.26	Finance: Comp/Equip Software (\$6k); Insurance \$29k [timing]; Postage (\$8k) [timing]; Tax Adj/Write-off (\$10k); Donations \$34k Admin: Wages (\$16k) [timing] Clerks: Wages (\$9k); Contracted Svcs \$6k
<b>Council</b>		178,325.85	200,640.00	83,875.00	67,474.24	80.4%	(16,400.76)	Wages (\$9k); Conferences (\$6k)
<b>Transit</b>		87,938.79	33,069.00	33,069.00	35,817.85	108.3%	2,748.85	-
<b>Fire</b>		586,391.43	693,571.00	233,414.00	193,938.65	83.1%	(39,475.35)	Wages (\$21k); Truck Repairs (\$7k); Telephone (\$3k); Training (\$3k); Equip Suppl (\$3k)
<b>Police</b>		1,174,351.82	1,200,978.00	502,914.00	404,801.72	80.5%	(98,112.28)	OPP Contract Payment (\$98k) [timing]
<b>Conservation Authority</b>		112,458.19	119,138.00	58,997.00	61,597.50	104.4%	2,600.50	Wages (\$36k); Training (\$9k)
<b>Building</b>		597,389.12	435,000.00	143,815.00	97,004.30	67.5%	(46,810.70)	Wages (\$36k); Training (\$9k)
<b>Other Protective Services</b>		99,162.54	144,227.00	61,800.00	46,385.32	75.1%	(15,414.68)	Property Stds: Wages (\$8k); Canine Control: Contracted Svc (\$5k) [timing]; Crossing Guards: Wages (\$5k); Emerg Event: Wages \$10k [2 day shut-down]; JH&S (\$3k)
<b>Roads</b>		3,797,892.68	4,151,932.00	748,012.00	707,203.08	94.5%	(40,808.92)	Drainage (\$19k); Admin & Other \$22k; Vegetation Mtce \$14k; Gravel Pits (\$17k); Surface Mtce \$89k; Winter Mtce (\$76k); Equip Mtce (\$56k) [timing]
<b>Solid Waste</b>		1,062,092.73	1,022,100.00	344,921.00	314,070.09	91.1%	(30,850.91)	Admin (\$12k); Recycling (\$10k)
<b>Health Services</b>		286,696.12	110,650.00	28,233.00	26,797.89	94.9%	(1,435.11)	-
<b>Cemetery</b>		50,718.33	63,015.00	10,087.00	4,350.62	43.1%	(5,736.38)	-
<b>Recreation</b>		816,363.94	822,900.00	178,845.00	110,924.34	62.0%	(67,920.66)	Mt Forest Payment (\$13k) [timing]; Holstein Park (\$3k); Hopeville Park (\$3k)
								F Mac (\$3k); Admin \$2k
								Admin (\$18k); Plant/Surface (\$10k); Ice Machine (\$6k); Main Floor (\$12k); Auditorium \$5k
<b>Library</b>		538,371.03	548,068.00	101,240.00	79,712.22	78.7%	(21,527.78)	-
								Wages (\$15k); Training (\$3k); Bldg Mtce (\$2k)
<b>Planning</b>		341,088.18	233,982.00	49,677.00	50,169.22	101.0%	492.22	Wages (\$6k) [timing]; Legal \$5k
<b>Industrial Land</b>		31,668.07	1,285,000.00	7,600.00	10,430.31	137.2%	2,830.31	-
<b>Agriculture</b>		221,187.15	228,070.00	35,968.00	13,262.90	36.9%	(22,705.10)	Tile Drain Repayment (\$21k)
<b>Economic Development</b>		25,956.37	84,500.00	18,126.00	1,740.41	9.6%	(16,385.59)	Wages (\$17k)
<b>Total Expenses</b>		17,689,422.47	18,696,258.00	5,986,658.00	5,849,057.97	97.7%	(137,600.03)	
<b>Prior year (Surplus) Deficit - tax supported</b>		-	-	(2,019,080.00)	(2,297,519.96)	113.8%	(278,439.96)	
<b>Current YTD (Surplus) Deficit - tax-supported</b>		-	-	(2,019,080.00)	(2,297,519.96)	113.8%	(278,439.96)	

**Attachment 1**

		2020	2021	May		Variance		
		Actual	Annual Budget	YTD Budget	YTD Actual	%	\$	Comments
<b>Non-Tax-Supported:</b>								
<b>Revenues</b>								
Sanitary Sewers		906,570.87	919,000.00	304,668.00	256,851.60	84.3%	(47,816.40)	Billings (\$48k)
Water		1,067,995.42	1,057,572.00	242,001.00	215,386.55	89.0%	(26,614.45)	Billings (\$27k)
		1,974,566.29	1,976,572.00	546,669.00	472,238.15	86.4%	(74,430.85)	
<b>Expenses</b>								
Sanitary Sewers		906,570.87	919,000.00	107,706.00	70,778.41	65.7%	(36,927.59)	Lagoon (\$23k); Admin (\$11k)
Water		1,067,995.42	1,057,572.00	165,677.00	176,255.33	106.4%	10,578.33	Admin \$35k; Watermain \$5k; Wells (\$17k)
		1,974,566.29	1,976,572.00	273,383.00	247,033.74	90.4%	(26,349.26)	
<b>Current YTD (Surplus) Deficit - non-tax-supported</b>		-	-	(273,286.00)	(225,204.41)	82.4%	48,081.59	



## **Township of Southgate**

### **Administration Office**

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Dundalk, ON N0C 1B0

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**Toll Free:** 1-888-560-6607

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## **Staff Report CAO2021-053**

**Title of Report:** Federation of Canadian Municipalities Conference Report

**Department:** Administration

**Council Date:** June 16, 2021

### **Council Recommendation:**

**Be it resolved that** Council receive staff report CAO2021-053 as information.

### **Background:**

The CAO attended the FCM (Federation of Canadian Municipalities) virtually from May 31 to June 4, 2021. The conference was named "Forward; FCM 2021 Conference and Trade Show". This was an informative event with national perspective and experiences. This was a conference that had a wide variety of session topics and vendor information sharing of municipal challenges and discussions on a wide range of municipal issues. With that said the virtual conference format has its challenges with the lack interaction, dialogue and first hand visual experience with delegates and vendors to deliver the value of the registration.

### **Staff Comments:**

Some of the highlights of the 2021 FCM Conference for the CAO were the following:

#### **Monday May 31, 2021**

- **Social Media Tools: Connecting in a Virtual Environment Session** - Reported on how the pandemic shifted lives to online communicating virtually and how to use social media in your community to build your online profile and influence by meeting people where they are on Facebook, Twitter and Instagram. The workshop reported on ways to optimize your online presence by developing an authentic online voice, how to find and keep followers, write for social media; engage with constituents online, using threads and dealing with comments and trolling.
- **Connecting Rural and Remote Communities Session** - Discussed Canada's post-pandemic recovery to move our country forward for rural and remote communities to close the digital divide. The discussion was on connecting unserved and underserved rural and remote communities and how service providers that have experience working with municipalities to deploy broadband internet using a variety of different solutions from satellite to wireless to fibre including the latest innovative platforms such as 5G and next generation Low Earth Orbit (LEO) satellites.

## **Tuesday June 1, 2021**

- **Keynote Speaker** - Super Bowl Champion and 2020 Sports Illustrated *Sportsperson* of the Year **Laurent Duvernay-Tardif**. Laurent paused his football career to put his medical training to work on the pandemic's front lines in Montreal. He shared his unique frontline insights on perseverance, resilience and community service. He reflected on his past year and what it means to be an athlete supported by Canadian communities.
- **Gender Equality: A Priority for Everyone** - Local and regional governments and the role in eradicating gender-based violence and creating opportunities for women and girls by taking a stand on equality, implementing fair employment practices, and ensuring non-discriminatory access to services. The session reported on to achieve this, men and boys need to be agents of change as well because equality benefits everyone. How leaders in Canada and abroad are moving forward with purpose to address gender-based violence and to build more inclusive communities.
- **Empowering Western Innovation to drive Economic Recovery** - FCM's Western Economic Solutions Taskforce (WEST) reported on how rural and urban municipal leaders drove concrete solutions that supported western communities and that continues to drive results. They reported about how the WEST's work dealt with deep economic anxiety facing western communities and empowering local western innovation as being key to protecting western jobs while creating long-term prosperity for communities in the west, and across Canada.
- **Political Keynote** - Erin O'Toole, Leader, Conservative Party of Canada

## **Wednesday June 2, 2021**

- **Food Security and Community Leadership** - The discussion was on how the COVID-19 pandemic has shown how important local communities are to the daily lives of their citizens. They talked about how Canadians have access to local, year-round, sustainable food production no matter where they live. The workshop had presentation from a lady in chicken production, a food bank supply leader and agricultural expert that is the Chair of Food Systems Leadership with the University of Guelph. They talked about the resiliency of agriculture during the pandemic and the vital role of a strong domestic food system. They also talked about what steps we need to take to protect and strengthen food security and community resilience as Canada moves forward into a post-pandemic future.
- **In Conversation: Canada's Housing Opportunity** – This session was a discussion about Canada's housing challenges and the affect it has on communities in every way being local economies, to social infrastructure and creating a sense of belonging for marginalized residents. How municipalities can lead the way in ensuring every Canadian has a place to call home was the context of the discussions.

### **Thursday June 3, 2021**

- **Ending Homelessness: Lessons from Home and Abroad** – This session was about the federal government's goal of ending chronic homelessness in Canada. They talked about the Reaching Home strategy, as well as the new Rapid Housing Initiative and the successful approaches and key challenges to ending homelessness. We heard about how municipalities and their community housing partners are maximizing new funding tools to make ending chronic homelessness a key part of Canada's post-pandemic future.
- **Political Keynote** - Annamie Paul, Leader, Green Party of Canada

### **Financial Impact or Long Term Implications**

The cost of the conference to the municipality is included in the 2021 annual administration budget.

### **Communications & Community Action Plan Impact:**

This report has been written and presented to Council to communicate accurate information to the public.

### **Concluding Comments:**

1. That Council receive this staff report as information.

Respectfully Submitted,

**CAO approval:** Original Signed By

Dave Milliner – CAO      [dmilliner@southgate.ca](mailto:dmilliner@southgate.ca)

519-923-2110 x210



## **Staff Report PW2021-027**

**Title of Report:** PW2021-027 Department Report

**Department:** Public Works

**Branch:** None

**Council Date:** June 16, 2021

**Recommendation:**

**Be it resolved that** Council receive Staff Report PW2021-027 for information.

### **Background:**

Public Works Department update

### **Staff Comments:**

#### **Transportation and Public Safety:**

1. Maintenance gravel and calcium applications have been completed for 2021.
2. R.J. Burnside Engineering has provided design and engineering options for the Southgate Sideroad 49 and Bridges S108 & S109 reconstruction project.
  - Option #1 – Full reconstruction with road base granular improvements. Estimated costs with 10% contingency HST included is \$1,666,190.54
  - Option #2 – Granular A padding & paving with 2 lifts of asphalt totaling 100mm. Estimated costs with 10% contingency HST included is \$973,083.79.
  - Option #3 – Cold-In-Place recycling with 2 lifts of asphalt totaling 100mm. Estimated costs with 10% contingency HST included is \$1,259,234.82.

We also considered a 4-foot cut and fill for the southerly hill area near Highway 89 which could improve sightlines at an estimated additional \$50,000.00 to the project.

The bridge works for S108 calls for replacement with a 12 metre x 4 metre open foot arch bridge plate culvert, with no in-waterworks proposed. Estimated cost is \$419,780.00 excluding HST.

Bridge S109 is rehabilitation of expansion joints, concrete deck repairs and waterproofing. Estimated cost is \$202,620.00 excluding HST.

Bridge works include steel beam guide rail systems for enhanced safety measures.

The SDR 49 roadway improvements include paved shoulders with asphalt gutters on both sides of roadway hills.

Staff have discussed with engineers that Option #2 for SDR 49 roadway improvements and not to cut & fill southerly hill with Southgate providing all granular materials hauled, grading and final site restoration of project by Township staff.

There will be 3 detours, 2 to manage truck traffic east & west as well as a car detour.

Tender is to be released by Burnside in the next 2 weeks.

**Water and Wastewater:**

1. Water and sanitary sewer installations were completed for the new pharmacy on Proton Street on June 1, 2021.

**Waste Resources and Diversion Management:**

1. The Public Liaison Committee (PLC) meeting on May 25, 2021, had only 1 committee member and Township staff in attendance. The meeting did not proceed as quorum was not achieved.

**Financial Implications:**

Maintenance gravel and calcium applications are covered in Operating Budget. The water and sewer connections are covered in Development Charges.

SDR 49, Bridge S108 & S109 project included in the 2021 Capital Budget is \$1,547,100.00.

**Communications & Community Action Plan Impact:**

Goal 5 - Upgrading our "Hard Services"

**Action 5:**

The residents and businesses of Southgate recognize our linear services - roads, bridges, water, and sewer works, for example - to be a fundamental purpose of municipal government. This infrastructure needs to be serviceable and sustainable so that our businesses and communities can thrive and grow.

**Concluding Comments:**

Staff recommends that Council receive Staff Report PW2021-027 for information

Respectfully Submitted,

Dept. Head: *Original Signed By*  
Jim Ellis, Public Works Manager

**Treasurer Approval:** *Original Signed By*  
William Gott, CPA, CA Treasurer

**CAO Approval:** *Original Signed By*  
Dave Milliner, CAO

**Attachments:** None

**Accounts Payable**

CIBC - 1 - Standard Cheque Register By Date

05/01/2021 thru 05/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
040318	05/12/2021	001005	A.J. STONE COMPANY LTD	661.05
	Invoice 0000159569		04/23/2021 FIRE-5GAL PAIL FIREADE FOAM X3	661.05
040319	05/12/2021	001044	ANCHEM SALES	881.40
	Invoice 202547		04/27/2021 WTR-PALLET REFUNDABLE DEPOSI	-33.90
	Invoice 202458		04/19/2021 WATER CHEMICALS	915.30
040320	05/12/2021	002002	B & M CONSTRUCTION	864.45
	Invoice 3716		04/25/2021 WTR/SWR-BACKHOE ECO PARKWA	864.45
040321	05/12/2021	002005	B. EDWARDS TRANSFER	2,712.00
	Invoice 642024		04/13/2021 SWR-CCTV CAMERA INSPECTION	2,712.00
040322	05/12/2021	002023	BESTER PETROLEUM SERVICE LTD	1,132.82
	Invoice 1451		04/02/2021 RDS-REPAIR DAMAGED NOZZEL	1,132.82
040323	05/12/2021	003026	CARSON SUPPLY	1,430.29
	Invoice S1626781.001		05/03/2021 WTR-BLUE MRKR FLAGS ON WIRE E	293.80
	Invoice S1626648.001		05/03/2021 WTR-HYMAX 4" COUPLINGS	902.96
	Invoice S1626659.001		05/03/2021 WTR-QT 1" DBL CHCK BACK FLOW	233.53
040324	05/12/2021	003092	CADUCEON ENTERPRISES INC.	172.90
	Invoice 21-5992		04/29/2021 DUNDALK WATER TESTING	28.82
	Invoice 21-5739		04/26/2021 DUNDALK WATER TESTING	144.08
040325	05/12/2021	004039	DILLMAN SANITATION LTD	113.00
	Invoice 14998		04/27/2021 WST-DBL WASH STATION APR-MAY:	113.00
040326	05/12/2021	004081	DUNWOOD SIGNS & TEXTILES INC.	293.80
	Invoice 6269		04/29/2021 RDS-FRESH GRAVEL SIGNS X10	214.70
	Invoice 6252		04/21/2021 WST-MASKS REQUIRED SIGNS X2	79.10
040327	05/12/2021	005001	E. F. MARTIN MFG. LTD.	75.16
	Invoice 7565		05/04/2021 WST-HYD HOSE/FML ELBOW/SWIVE	39.51
	Invoice 7563		05/04/2021 RDS-1/2" HYDRL HOSE/FML SWIVL	35.65
040328	05/12/2021	005035	ESKER-LEE FARMS INC.	452.00
	Invoice 7671		04/26/2021 RDS-SCREENED TOPSOIL TO DDLK	452.00
040329	05/12/2021	007012	GEORGIAN BAY FIRE & SAFETY SUP	182.85
	Invoice 911635		04/30/2021 ARENA-AUTOMATIC SYSTEM INSPE	182.85
040330	05/12/2021	008027	HIGHLAND SUPPLY	223.24
	Invoice 295121		04/27/2021 FIRE-FLOOR DRY ABSRB/CHAIN OIL	195.22
	Invoice 295124		04/27/2021 RDS-PLATE TAMPR KEVLAR BELT	28.02
040331	05/12/2021	008041	HWY 4 TRUCK SERVICE LTD.	5,811.18
	Invoice 102503		05/03/2021 WST-#213 HOIST CYLNDR LEAK RPF	2,875.13
	Invoice 102331		04/23/2021 WST-#218 COMPLETE SRVC/MAINTN	2,936.05
040332	05/12/2021	009010	INFINITY NETWORK SOLUTIONS	5,419.70
	Invoice 34058		04/19/2021 LIB-MODEM CONNECTION SERVICE:	740.71
	Invoice 34224		05/03/2021 FIN-REPLACE 2 WAPS	672.35
	Invoice 34225		05/03/2021 LIB-REPLC WIRLESS ACCESS POINT	237.30
	Invoice 34401		05/03/2021 FIN-PHONE SERVICES THROUGH M	118.54
	Invoice 34400		05/03/2021 MS365 BUS/MS EXCH MAY SERVICE	628.05
	Invoice 34399		05/03/2021 ALL USERS MAY MONITOR/MAINTNC	3,022.75

**Accounts Payable**

CIBC - 1 - Standard Cheque Register By Date

05/01/2021 thru 05/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
040333	05/12/2021	010007	J.J. MCLELLAN & SON LIMITED	18.76
	Invoice 1008769		04/23/2021 RDS-3" ABS FTG X2	18.76
040334	05/12/2021	012010	LIBRARY BOUND INC	1,135.33
	Invoice 30098725		04/29/2021 LIBRARY BOOKS	827.59
	Invoice 30098282		04/22/2021 LIBRARY BOOKS	307.74
040335	05/12/2021	013035	MCDONALD HOME HARDWARE	682.95
	Invoice 99847		04/28/2021 LIB-AAA BATTERIES	11.29
	Invoice 100043		05/04/2021 JH&SC-BLDG SAFETY HELMET	19.20
	Invoice 99820		04/27/2021 FIRE-HCKEY TAPE/MST MGNT REFIL	93.98
	Invoice 100114		05/06/2021 RDS-SET SCREWS	6.78
	Invoice 100106		05/06/2021 WST-LARGE GLOVES	11.27
	Invoice 100108		05/06/2021 SWR-CONCRETE MIX 30KG	7.33
	Invoice 100089		05/05/2021 RDS-PATROL SHOVEL	13.53
	Invoice 100021		05/04/2021 RDS-SQUARE COVER/DUCT TAPE	9.47
	Invoice 99662		04/22/2021 RDS-ARMORD PLG/PREMIX CMPND	20.88
	Invoice 99876		04/29/2021 WST-HAND SANITIZER/AIR FRESHNI	103.82
	Invoice 99870		04/29/2021 RDS-TSHIRT RAGS 10LB	15.81
	Invoice 99564		04/19/2021 WTR-CLRVNY/WHTPOL TUBING/BTT	299.44
	Invoice 100147		05/10/2021 LIB-CORRECTION TAPE	2.47
	Invoice 100148		05/07/2021 LIB-PEX POLY TEE/PLUGS/ELBOW	67.68
040336	05/12/2021	013049	MICHELIN NORTH AMERICA (CANADA) INC.	7,700.28
	Invoice DA0008158813		04/12/2021 WST-#219 TIRES	7,700.28
040337	05/12/2021	013097	MCDUGALL ENERGY INC.	13,235.90
	Invoice 5108122		04/29/2021 HOLSTEIN DEPOT DYED DIESEL	2,634.01
	Invoice 5104461		05/03/2021 MUNICIPAL OFFICE CLEAR DIESEL	3,545.02
	Invoice 5104447		05/03/2021 MUNICIPAL OFFICE DYED DIESEL	2,261.36
	Invoice 5104472		05/03/2021 MUNICIPAL OFFICE REGULAR GAS	1,128.29
	Invoice 5070973		04/14/2021 MUNICIPAL OFFICE REGULAR GAS	686.42
	Invoice 5070971		04/14/2021 MUNICIPAL OFFICE DYED DIESEL	540.15
	Invoice 5070972		04/14/2021 MUNICIPAL OFFICE CLEAR DIESEL	2,440.65
040338	05/12/2021	014010	NEPTUNE TECHNOLOGY GROUP (CANADA)	15,850.00
	Invoice 90036089		03/18/2021 WTR-360 AMI/ ESS/ANNL SSP PLUS	15,850.00
040339	05/12/2021	015049	OWEN SOUND POLICE SERVICE	4,950.35
	Invoice 4837-21		04/23/2021 2021 2ND QRTR DISPATCH RATE	4,950.35
040340	05/12/2021	016044	PUROLATOR INC	22.05
	Invoice 447361814		04/23/2021 CLERKS-SHIP TO REGISTRAR/BAO	22.05
040341	05/12/2021	018028	ROAD MAINTENANCE SPECIALISTS	2,901.84
	Invoice 2021-04-21		04/21/2021 RDS-SAND DISPOSAL 3 SWEEPERS	2,901.84
040342	05/12/2021	018032	ROBERT'S FARM EQUIPMENT	102.51
	Invoice P41639		04/23/2021 RDS-#117 PREMIUM OILROOM UDT	102.51
040343	05/12/2021	019031	SHELBURNE MEMORIALS LIMITED	282.50
	Invoice 16427		04/30/2021 CEM-NICHE DOOR APR 29	282.50
040344	05/12/2021	019076	STUTZ BROWN & SELF PROFESSIONAL CORP	2,200.23
	Invoice 31977		05/04/2021 PLN-S-3746-21 SITE PLAN AGRMNT	1,835.09
	Invoice 31976		05/04/2021 PLN-S-3746-21 REGISTRATIONS	365.14
040345	05/12/2021	019084	SUPERIOR TIRE SALES & SERVICE	34.15



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Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
	Invoice SUP0044210		04/30/2021 RDS-LIGHT TRUCK TIRE DISMOUNT	34.15
040346	05/12/2021	020022	THE MURRAY GROUP LIMITED	2,420.41
	Invoice P-260-00015681		05/10/2021 RDS-HOT MIX NOVEMBER 2020	2,420.41
040347	05/12/2021	020026		150.00
	Invoice April 2021		04/30/2021 LIBRARY-APRIL CLEANING	150.00
040348	05/12/2021	020032	TOROMONT INDUSTRIES LTD.	168,631.67
	Invoice PS601071250		04/29/2021 RDS-FILTERS FOR NEW LOADER	636.83
	Invoice E3228201		04/22/2021 CAP/RDS-2016 CAT LOADER	167,994.84
040349	05/12/2021	020040	TOWNSHIP OF WELLINGTON NORTH	52,364.00
	Invoice IVC05546		04/23/2021 2021 FIRE SERVICE AGREEMENT	52,364.00
040350	05/12/2021	020044	TRITON ENGINEERING SERVICES LTD	20,246.22
	Invoice 52027		03/31/2021 CAP-WW-W4609 MARCH EA STUDY	2,302.38
	Invoice 52000		03/31/2021 CAP-M5621 FEB/MRCH VICTORIA ST	2,395.60
	Invoice 51978		03/31/2021 CAP-A4160 MARCH GEN ADVISORY	4,666.90
	Invoice 51999		03/31/2021 CAP/WTR-M5619 MAIN ST RECONST	10,881.34
040351	05/12/2021	023008	WASTE MANAGEMENT	9,953.24
	Invoice 0003798-0677-1		05/03/2021 WST-RECYCLING	9,953.24
040352	05/12/2021	023035	WILSON FORD SURVEYING & ENGINEERING	7,011.40
	Invoice 20-9357		03/31/2021 CLERK-LRO/LGL SURVEY MONUMEN	7,011.40
040353	05/12/2021	023039	WORK EQUIPMENT	440.26
	Invoice 051747		05/05/2021 RDS-#121 PR ELEMENT/FILTR/RING	440.26
040354	05/12/2021	025002	YOUNG'S BUILDING MATERIALS INC.	295.32
	Invoice 720626		04/23/2021 RDS-ABS BUSHING/CEMENT	13.88
	Invoice 720655		04/23/2021 RDS-ABS ADAPTER	0.34
	Invoice 720624		04/23/2021 RDS-ABS ELBOW/ADAPTER/DWV PII	77.90
	Invoice 720614		04/23/2021 RDS-X2 PT SIENNA 6X6X12'-SIGNS	203.20
040355	05/12/2021	099002	BJ INDUSTRIES INC	15,955.60
	Invoice 1000		04/16/2021 RDS-ROLLER FOR GRDR PCKR #122	15,955.60
040356	05/12/2021	099002		1,258.82
	Invoice April 15, 2021		04/15/2021 RDS-4 CAMERA DVR SERVICE CALL	1,258.82
040357	05/12/2021	099003	DAVISON DIESEL REPAIR	1,896.64
	Invoice 7		03/05/2021 FIRE-TRCK PRE-SFTY CHCK/RPAIRS	1,896.64
040358	05/12/2021	099005	JD MOBILE REPAIR SERVICE	227.70
	Invoice 123		04/28/2021 RDS-BEARINGS/REPAIRS	227.70
040359	05/12/2021	099005	LINWOOD INDUSTRIAL CORPORATION	1,687.55
	Invoice 31719		05/03/2021 REC-POLY RIB/PRORIB/VRSA RIDGE	1,687.55
040360	05/12/2021	099006	OAPSB	395.50
	Invoice May 3, 2021		05/03/2021 POL-OAPSB CONFERENCE	395.50
040361	05/12/2021	099007	PRINCIPLES INTEGRITY	1,844.73
	Invoice SG21-001.67		04/04/2021 CLRK-ANNL RETAINER/REPORT PRE	1,584.83
	Invoice SG21-002.97		05/05/2021 CLERK-CODE ADVICE/ATTND COUN	259.90

**Accounts Payable**

CIBC - 1 - Standard Cheque Register By Date

05/01/2021 thru 05/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
040362	05/12/2021	099007	SCG PROCESS	1,471.26
	Invoice 3539331		04/23/2021 WTR-QUICK RELEASE ELEMENTS	1,471.26
040363	05/12/2021	099008	TST SMALL ENGINE REPAIR	208.95
	Invoice 03/30/2021		03/30/2021 FIRE-PRESSURE WASHER REPAIRS	208.95
040364	05/26/2021	001005	A.J. STONE COMPANY LTD	440.70
	Invoice 0000159585		04/26/2021 FIRE-FIREADE FOAM CLASS A&B X2	440.70
040365	05/26/2021	001011	ACKLANDS GRAINGER	252.83
	Invoice 9901309808		05/13/2021 JH&SC-HAT SFTY CSA RATCHET X3	252.83
040366	05/26/2021	001058	ASSOCIATION OF MUNICIPALITIES OF ONTARIO	248.60
	Invoice CT003292		05/04/2021 HR-HR/EQUITY TRAINING-	452.00
	Invoice CT003294		05/13/2021 '21 LAND USE WORKSHOP	-203.40
040367	05/26/2021	001059	ASSOCIATION OF ONTARIO ROAD SUPERVISORS	700.60
	Invoice 628		04/22/2021 RDS-2021 CERT #09-1103-	175.15
	Invoice 616		04/20/2021 RDS-2021 CERT #A20-336-	175.15
	Invoice 19-1469		04/20/2021 '21 CERT RENEWL#554-	175.15
	Invoice 178		04/20/2021 '21 CERT RENEWL #06-1004-	175.15
040368	05/26/2021	002005	B. EDWARDS TRANSFER	3,977.60
	Invoice 642042		04/22/2021 WTR-HYDRO EX INDSTR L PRK/HYDF	3,977.60
040369	05/26/2021	002010	BDO CANADA LLP	23,956.00
	Invoice CINV1152960		04/30/2021 AUDIT INTERIM BILLING TO APR'21	23,956.00
040370	05/26/2021	002017	BELL MOBILITY - W.P.C.I. CEDAR POINT	530.06
	Invoice CEDARIN5895		05/11/2021 BLDG/EDO-CELLULAR PHONES	530.06
040371	05/26/2021	002047	BROADLINE EQUIPMENT RENTALS LTD	482.15
	Invoice 81574		05/04/2021 CEM-MINI EXCVTR	482.15
040372	05/26/2021	002057	BUCKHAM TRANSPORT LIMITED	3,084.90
	Invoice 29808		04/30/2021 WST-DDLK WASTE DRUM DISPOSAL	3,084.90
040373	05/26/2021	003076	CORPORATE EXPRESS CANADA INC	1,010.78
	Invoice 56075479		05/06/2021 FIN/BLDG-OFFICE/CLEAN SUPPLIES	381.67
	Invoice 56114045		05/12/2021 WTR/BLDG-ENVELOPES/WYPALL TV	254.00
	Invoice 56041979		05/03/2021 CLRK/WST/FIN-ENVLP/TP/KEYBRD	367.67
	Invoice 56103810		05/11/2021 FIN-RED GELPENS	7.44
040374	05/26/2021	003092	CADUCEON ENTERPRISES INC.	1,262.52
	Invoice 21-7010		05/14/2021 DDLK TEMP WATERMAIN RUSH TES	577.43
	Invoice 21-7013		05/14/2021 DUNDALK WATER TESTING	144.08
	Invoice 21-6522		05/10/2021 DUNDALK WATER TESTING	144.08
	Invoice 21-6206		05/05/2021 SWINTON PARK CC TESTING	14.41
	Invoice 21-6204		05/05/2021 OPTIMIST EGRMNT WTR TESTING	14.41
	Invoice 21-6205		05/05/2021 HOLSTEIN GARAGE WTR TESTING	14.41
	Invoice 21-6207		05/05/2021 HOPEVILLE OFFICE WTR TESTING	14.41
	Invoice 21-6184		05/05/2021 DUNDALK WATER TESTING	144.08
	Invoice 21-6771		05/12/2021 DDLK SEWAGE TESTING	195.21
040375	05/26/2021	004002	D.V. ELECTRIC	544.71
	Invoice 2553		05/12/2021 FIRE-FIX MAIN BRAKER/WIRES	255.74
	Invoice 2559		05/12/2021 WST-EGRMNT SCALE/PVC REPAIR	288.97

**Accounts Payable**

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05/01/2021 thru 05/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
040376	05/26/2021	004004	DA-LEE PAVEMENT PRODUCTS LP	47,126.93
	Invoice INV0082403		04/30/2021 RDS-LIQ CALCIUM CHLOR SPRAY	7,857.85
	Invoice INV0082362		04/29/2021 RDS-LIQ CALCIUM CHLOR SPRAY	7,837.68
	Invoice INV0082359		04/30/2021 RDS-LIQ CALCIUM CHLOR SPRAY	7,857.85
	Invoice INV0082357		04/29/2021 RDS-LIQ CALC CHLOR SPRAY-DUST	7,857.85
	Invoice INV0082364		04/28/2021 RDS-LIQ CALCIUM CHLOR SPRAY	7,857.85
	Invoice INV0082365		04/28/2021 RDS-LIQ CALC CHLOR SPRAY-DUST	7,857.85
040377	05/26/2021	004058	DUNDALK & DISTRICT FOOD BANK	200.00
	Invoice 05-19-2021		05/19/2021 2020 DUNDLK SANTA PARADE PRIZE	200.00
040378	05/26/2021	004071	DUNDALK FOODLAND	27.07
	Invoice Tran5696		04/29/2021 RDS-DDLK DEPOT LQD DOWNY/OXI	27.07
040379	05/26/2021	004081	DUNWOOD SIGNS & TEXTILES INC.	96.05
	Invoice 6265		04/28/2021 ADM- RETIREMENT JERSE	96.05
040380	05/26/2021	005001	E. F. MARTIN MFG. LTD.	27.04
	Invoice 7618		05/14/2021 WST-HYD HOSE/FEML SWIVEL C/W	27.04
040381	05/26/2021	005017	ELECTRICAL SAFETY AUTHORITY	4,764.08
	Invoice 98569068		05/02/2021 WTR/SWR-MAY'21-APR30'22 CNTRC	4,764.08
040382	05/26/2021	005037	EVANS UTILITY & MUNICIPAL PROD	191.54
	Invoice 0000162856		05/11/2021 WTR-FREE & TOTAL SENSORS 100P	191.54
040383	05/26/2021	005039	EXCEL BUSINESS SYSTEMS	253.12
	Invoice 255551		05/10/2021 LIB/ADM/FIRE-JUNE COPIER LEASE	253.12
040384	05/26/2021	007040	GREY BRUCE HEALTH UNIT	300.00
	Invoice 2020-124		05/21/2021 REC-C100038 '21 PLAY CONTRIBTN	300.00
040385	05/26/2021	008014	HARTMAN COMMUNICATIONS	250.86
	Invoice 42439		05/05/2021 RDS-#112 INSTL RADIO SYSTEM	250.86
040386	05/26/2021	008027	HIGHLAND SUPPLY	154.35
	Invoice 295458		05/07/2021 RDS-DISESEL EXHAUST 9.46L X4	65.54
	Invoice 295127		05/21/2021 RDS-KEVLAR31 BELT RETURN	-20.35
	Invoice 294725		04/13/2021 REC-IGNITION KEY/COUPLING SLV	65.35
	Invoice 295238		04/29/2021 WST-LIME HAND CLEANER	43.81
040387	05/26/2021	008041	HWY 4 TRUCK SERVICE LTD.	602.08
	Invoice 101676		03/24/2021 WST-#213 COOLNT LEVEL SNSR RP	602.08
040388	05/26/2021	009010	INFINITY NETWORK SOLUTIONS	9,756.83
	Invoice 34466		05/10/2021 FIRE/ECDEV/BLDG/EMERG-LAPTOP	8,951.86
	Invoice 34467		05/10/2021 EMERGEVNT-PHONE SYSTEM CHAN	105.09
	Invoice 34495		05/10/2021 ED/BLDG/CLRK-MONITOR/MAINT MA	156.38
	Invoice 34496		05/10/2021 EDO-MICROSOFT OFFICE 365 MAY	16.92
	Invoice 34554		05/17/2021 EMRG-TEST COMPANY KEYSTONE	307.36
	Invoice 34553		05/17/2021 EMRG-ZOIPER 5PRO INSTALL CLRK	219.22
040389	05/26/2021	011010	KETCHUM MANUFACTURING INC	538.82
	Invoice 425499		03/12/2021 CANIN-PLAIN ALUM PET TAG X1500	538.82
040390	05/26/2021	013011	MAPLE LANE FARM SERVICE INC.	118.47
	Invoice I215513		04/20/2021 RDS-#222 HOSE/PIN LYNCH/CRIMP	118.47

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05/01/2021 thru 05/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
040391	05/26/2021	013035	MCDONALD HOME HARDWARE	301.58
	Invoice 100153		05/07/2021 REC-CARGO STRAP W/HOOK X2	74.56
	Invoice 98885		03/26/2021 ARENA-BUNGEE CORDS	7.33
	Invoice 100286		05/12/2021 REC-SHACKLE ANCHOR	8.24
	Invoice 100028		05/04/2021 RDS-DISPOSABLE NITRILE GLOVES	36.15
	Invoice 100537		05/19/2021 SWR-MORTAR MIX HOMECRTE	8.69
	Invoice 100321		05/13/2021 SWR-MORTAR MIX HOMECRTE 30KC	8.69
	Invoice 100434		05/17/2021 SWR-MORTAR MIX HOMECRETE 30K	8.69
	Invoice 100528		05/19/2021 RDS-UTILITY PAIL	6.20
	Invoice 100322		05/13/2021 RDS-TENT PEGS/BUNGEE CORDS	33.27
	Invoice 100421		05/17/2021 RDS-BUILDERS HARDWARE	56.49
	Invoice 100489		05/18/2021 RDS-CONCRETE MIX/BLDR HRDWAF	11.28
	Invoice 100521		05/19/2021 RDS-CONCRETE MIX/BLDR HRDWAF	21.57
	Invoice 100526		05/19/2021 RDS-PAINT PAIL LINERS 6PK	9.59
	Invoice 100289		05/12/2021 RDS-MGC ERASER SPONGES	10.83
040392	05/26/2021	013097	MCDUGALL ENERGY INC.	4,042.32
	Invoice 5121343		05/11/2021 HOLSTEIN DEPOT DYED DIESEL	1,507.43
	Invoice 5123905		05/13/2021 MUNICIPAL OFFICE REGULAR GAS	840.46
	Invoice 5122575		05/12/2021 DUNDALK DEPOT DYED DIESEL	807.06
	Invoice 5121356		05/11/2021 HOLSTEIN DEPOT REGULAR GAS	887.37
040393	05/26/2021	015045	OSPREY EQUIPMENT REPAIR LTD	740.15
	Invoice 3837		05/06/2021 RDS-#101 LABOR 5 HRS	740.15
040394	05/26/2021	016040	PREMIER EQUIPMENT LTD	1,373.36
	Invoice 1208757		05/04/2021 RDS-#122 10W30 OIL X2	56.68
	Invoice 1208754		05/04/2021 RDS-#122 10W30 OIL/GRD 5 HRDWR	69.28
	Invoice 1208759		05/04/2021 RDS-#122 PIN FASTENER	5.01
	Invoice 1208755		05/04/2021 RDS-BUSHING HOLSTEIN TRAILER	299.04
	Invoice 1197819		04/20/2021 RDS-PIN SMALL TRAILER HOLSTEIN	5.88
	Invoice 1197823		04/20/2021 RDS-WHEEL BEARING-HOLS TRAILER	163.41
	Invoice 1197821		04/20/2021 RDS-CAP SCREW/METRIC HARDWA	14.44
	Invoice 1197820		04/20/2021 RDS-#101 INJECTION NOZZL REMAN	626.29
	Invoice 1215719		05/14/2021 RDS-20IN LAMINATED/3/8 050G	133.33
040395	05/26/2021	016044	PUROLATOR INC	135.37
	Invoice 447542694		05/14/2021 RDS-SHIP TO MARSH/FRM ACKLANE	127.41
	Invoice 447423644		04/30/2021 RDS-SHIP TO CANSEL	7.96
040396	05/26/2021	018007	R.J. BURNSIDE & ASSOCIATES LIM	1,459.87
	Invoice 300042583.0119-1		05/25/2021 RDS-OCT 2020 BRIDGE RPR SUPPR	1,459.87
040397	05/26/2021	018027	RIVERSIDE EQUIPMENT REPAIR	98.20
	Invoice 10250		04/30/2021 RDS-#101 HOSE/CRIMPS	98.20
040398	05/26/2021	018032	ROBERT'S FARM EQUIPMENT	17,415.22
	Invoice P42673		05/17/2021 RDS-HONDA STOP SWITCH WTR PU	13.22
	Invoice W01977		05/20/2021 CAP/REC-KUBOTA ZERO TURN	17,402.00
040399	05/26/2021	019013	SAUGEEN VALLEY CONSERVATION AU	2,160.00
	Invoice 2204		04/20/2021 ZONING FILE C5-20-REF INV15068	-240.00
	Invoice 15293		01/08/2021 PLANNING REVIEW FEE OCT-DEC'20	2,400.00
040400	05/26/2021	019051	SPARLING'S PROPANE	1,203.03
	Invoice 88725041905303		04/27/2021 FIN/RDS-PROPANE	1,203.03
040401	05/26/2021	019076	STUTZ BROWN & SELF PROFESSIONAL CORP	290.86

**Accounts Payable**

CIBC - 1 - Standard Cheque Register By Date

05/01/2021 thru 05/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
	Invoice 30541		05/21/2021 PLAN-S-3615-20 SITE PLN AGRMNT	290.86
040402	05/26/2021	020005	TECHNICAL STANDARDS & SAFETY AUTHORITY	129.90
	Invoice 6767084		05/09/2021 RDS-2021 LICENSE THRU MAR2022	129.90
040403	05/26/2021	020022	THE MURRAY GROUP LIMITED	11,970.22
	Invoice 2139291		03/18/2021 RDS-COLD MIX	4,611.39
	Invoice 2203374		05/17/2021 RDS-COLD MIX	3,557.51
	Invoice 2195675		05/11/2021 RDS-COLD MIX	3,801.32
040404	05/26/2021	020028	COLDWELL BANKER WIN REALTY	113.00
	Invoice 210512		03/02/2021 CLRK-LANE ST APPRAISAL REPORT	113.00
040405	05/26/2021	022004	VANALSTINE AUTOMOTIVE	6,213.69
	Invoice 13054		04/13/2021 REC-HUB BEARINGS/WNDSHIELD RI	2,135.27
	Invoice 13317		05/13/2021 RDS-BRAKE PADS/ROTORS/TIE RO	3,304.31
	Invoice 13301		05/11/2021 RDS-#315 ROTOR/BRAKE PAD SET	774.11
040406	05/26/2021	025002	YOUNG'S BUILDING MATERIALS INC.	203.30
	Invoice 723760		05/17/2021 RDS-SPRAY PAINT X6	64.34
	Invoice 722467		05/07/2021 PLAN-SPRUCE STAKES X2 BUNDLE	135.58
	Invoice 722754		05/10/2021 RDS-HOLSTEIN OFFICE KEY CUT	3.38
040407	05/26/2021	098001		1,436.40
	Invoice 05-25-2021		05/03/2021 AG-005568 OWDCP CLAIM REIMB	1,436.40
040408	05/26/2021	098002		1,304.00
	Invoice March 5, 2021		03/05/2021 PLN-A1-21 MINOR VARIANCE RTRN	1,304.00
040409	05/26/2021	099002	BATES BROS CONSTRUCTION INC.	1,740.20
	Invoice 845576		05/07/2021 RDS-TREE/ST LIGHT REMOVALS	1,740.20
040410	05/26/2021	099002		60.00
	Invoice 05/25/2021		05/03/2021 AG-OWDCP LIVESTOCK EVAL 00556	60.00
040411	05/26/2021	099002	CANSEL SURVEY EQUIPMENT INC.	553.67
	Invoice 91029799		05/18/2021 RDS-TRMBL CATALYST ANTENNA KI	553.67
040412	05/26/2021	099002	SMALL FARM CANADA	50.79
	Invoice 887876-B1		05/03/2021 LIB-18 ISSUES	50.79
040413	05/26/2021	099003	FARLOW'S HOME HARDWARE	15.32
	Invoice 87144		05/03/2021 WST-EMPLOYEE ONLY METAL SIGN	15.32
040414	05/26/2021	099003	FLESHERTON TIMBER MART	142.33
	Invoice 234660		04/22/2021 SWR-TYPE 2 STYROFOAM	142.33
040415	05/26/2021	099003	FRANK COWAN COMPANY LIMITED	264.50
	Invoice IN000015178		04/30/2021 RDS-CLAIM#P3001103 RISK#01019	264.50
040416	05/26/2021	099003		50.00
	Invoice 05/19/2021		05/19/2021 2020 DUNDLK SANTA PARADE PRIZE	50.00
040417	05/26/2021	099004	HUBER ENVIRONMENTAL CONSULTING INC.	5,791.25
	Invoice 163		05/06/2021 CAP/WW-APRL RPRT PREP EA STUI	5,791.25
040418	05/26/2021	099004		75.00
	Invoice 05/19/21		05/19/2021 2020 DUNDLK SANTA PARADE PRIZE	75.00

**Accounts Payable**

CIBC - 1 - Standard Cheque Register By Date

05/01/2021 thru 05/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
040419	05/26/2021	099006	ONTARIO BUILDING OFFICIALS ASSOCIATION	367.25
	Invoice 116793		05/21/2021 BLDG-2021 MEMBERSHIP	367.25
040420	05/26/2021	099007		200.00
	Invoice 05-19-21		05/19/2021 2020 DUNDLK SANTA PARADE PRIZE	200.00
040421	05/26/2021	099007	RUBICON ENVIRONMENTAL (2008) INC.	15,792.77
	Invoice NP35		04/29/2021 RDS-FIELD TECH/SOIL TST/REPORT	15,792.77
040422	05/26/2021	099009	WEAVER SIMMONS LLP	870.10
	Invoice 946417		05/17/2021 CLRK-MATTER#88175 MFIPPA RQST	870.10
Cheque Register Total -				533,464.30

**Accounts Payable**

CIBC - 2 - Online Cheque Register By Date

05/01/2021 thru 05/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
001206	05/12/2021	002018	BELL MOBILITY CELLULAR	830.24
	Invoice April 8, 2021		04/08/2021 CELLULAR PHONES	830.24
001207	05/12/2021	002053	BRUCE TELECOM	22.54
	Invoice 05/04/2021		05/04/2021 CLERKS-WEBHOSTING/DOMAIN NA	22.54
001208	05/12/2021	008039	HURON BAY CO-OPERATIVE INC.	85.73
	Invoice 175348		05/04/2021 REC-ORNG JCKT/GRN SFTY SHIRT	59.87
	Invoice 172217		03/27/2021 WST-PROPANE REFILL	25.00
	Invoice 210430		04/30/2021 FINANCE CHARGE	0.86
001209	05/12/2021	009004	IDEAL SUPPLY INC.	289.16
	Invoice 2535008		04/27/2021 RDS-LUBE FILTERS	39.64
	Invoice 2535761		04/27/2021 JH&SC-ORG VAP CARTRIDGES	19.20
	Invoice 2537930		04/28/2021 RDS-PEN 30 MOTOR OIL X6	38.85
	Invoice 2534745		04/27/2021 JH&SC/RDS-GLOVES/GREASE/CRTF	191.47
001210	05/12/2021	021006	US BANK NATIONAL ASSOCIATION	3,519.30
	Invoice May 7, 2021		05/07/2021 CORPORATE VISA	3,519.30
001211	05/12/2021	023024	WELLINGTON NORTH POWER	1,196.73
	Invoice Apr2021-77070000-00		04/19/2021 RDS-HOLST DEPOT ELECTRICITY	43.28
	Invoice Apr2021-77037500-00		04/19/2021 RDS-HOLST SHED ELECTRICITY	957.88
	Invoice Apr2021-77076500-00		04/19/2021 RDS-HOLST ST LIGHT ELECTRICITY	195.57
001212	05/26/2021	006031	FS PARTNERS	316.80
	Invoice 04/30/2021		04/30/2021 FIRE/REC-APRIL FUEL	316.80
001213	05/26/2021	008026	HIGHLAND FUELS DUNDALK LTD.	1,687.30
	Invoice 04/30/2021		04/30/2021 FIRE-APRIL FUEL	831.81
	Invoice 04-30-2021		04/30/2021 RDS/WTR-APRIL FUEL	855.49
001214	05/26/2021	008039	HURON BAY CO-OPERATIVE INC.	64.18
	Invoice 176055		05/11/2021 WST-PROPANE REFILL	19.00
	Invoice 176368		05/13/2021 WST-LEAF RAKE/MENS STRING KNI	45.18
001215	05/26/2021	009004	IDEAL SUPPLY INC.	400.31
	Invoice 2613950		05/07/2021 JHSC-EARPLUGS	31.15
	Invoice 2605564		05/13/2021 RDS-AIR/OIL FILTERS/SYNTH OIL	212.06
	Invoice 2564613		05/04/2021 RDS-TORK INDUSTRIAL CLEANING CLO	67.78
	Invoice 2570588		05/05/2021 RDS-GEMINI ALUNDUM M HOLS SHC	41.23
	Invoice 2620587		05/18/2021 RDS-HD LUBE FILTERS	48.09
001216	05/26/2021	002013	BELL CANADA	6.77
	Invoice May2021-5199233248		05/01/2021 FIN-TOLL FREE TELEPHONE	6.77
Cheque Register Total -				8,419.06

**Accounts Payable**

CIBC - 3 - PAP Cheque Register By Date

05/01/2021 thru 05/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
000018	05/26/2021	005026	ENBRIDGE GAS DISTRIBUTION INC	2,250.83
Invoice	May11-910034079876	05/11/2021	ARENA-NATURAL GAS	789.27
Invoice	April9-910034079876	04/09/2021	ARENA-NATURAL GAS CREDIT	-94.58
Invoice	May11-910000706033	05/11/2021	POOL- NATURAL GAS	166.95
Invoice	May11-052156524134	05/11/2021	TOWN HALL-NATURAL GAS	252.05
Invoice	May11-052156187510	05/11/2021	RDS-DDLK DEPOT NATURAL GAS	317.77
Invoice	May11-052156797414	05/11/2021	FIRE-NATURAL GAS	304.76
Invoice	May11-052156259413	05/11/2021	SEWER-NATURAL GAS	514.61
Cheque Register Total -				2,250.83



**Accounts Payable**

CIBC - 3 - PAP-Don't Use Cheque Register By Date

05/01/2021 thru 05/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
000319	05/12/2021	002013	BELL CANADA	1,128.99
	Invoice May12021-5199232110		05/01/2021 FIN-OFFICE PHONE	330.90
	Invoice May12021-5199233431		05/01/2021 ARENA-TELEPHONE	44.53
	Invoice May12021-5199231105		05/01/2021 FIRE/EMERG-TELEPHONE	278.59
	Invoice May12021-5193343581		05/01/2021 RDS-HOLSTEIN TELEPHONE	89.08
	Invoice May12021-5199235150		05/01/2021 WATER-WELL 4 TELEPHONE	44.51
	Invoice May12021-5199235054		05/01/2021 RDS-DUNDALK TELEPHONE	44.51
	Invoice May12021-5199232512		05/01/2021 REC-POOL TELEPHONE	62.25
	Invoice May12021-5199239198		05/01/2021 WATER-WELL 5 TELEPHONE	44.51
	Invoice May12021-5199233483		05/01/2021 WATER-WELL 3 TELEPHONE	44.51
	Invoice May12021-5199233248		05/01/2021 LIB/POL-TELEPHONE	101.09
	Invoice May12021-5199239156		05/01/2021 SEWER-TELEPHONE	44.51
000320	05/12/2021	005006	EASTLINK	309.42
	Invoice 15939359		05/03/2021 FMAC-INTERNET	73.40
	Invoice 15939370		05/03/2021 FIRE/RDS-INTERNET	73.40
	Invoice 15939361		05/03/2021 ARENA-INTERNET	73.40
	Invoice 15939358		05/03/2021 LIB-INTERNET	89.22
000321	05/12/2021	008044	HYDRO ONE NETWORKS INC.	16,488.39
	Invoice May 5, 2021		05/05/2021 ELECTRICITY CHARGES	16,488.39
000322	05/12/2021	019080	SUN LIFE ASSURANCE COMPANY OF CANADA	11,684.49
	Invoice April 23, 2021		04/23/2021 EMPLOYEE BENEFITS	11,684.49
000323	05/26/2021	020038	TOWNSHIP OF SOUTHGATE	1,499.21
	Invoice 167194		05/06/2021 ARENA-MARCH/APRIL WATER CHRG	278.46
	Invoice 167199		05/06/2021 FIRE-MARCH/APRIL WATER CHRGS	324.13
	Invoice 167492		05/06/2021 LIB/POL-MARCH/APRIL WATER CHR	157.05
	Invoice 167525		05/06/2021 F MAC-MARCH/APRIL WATER CHRG	369.14
	Invoice 167538		05/06/2021 TOWN HALL-MARCH/APRIL WATER	162.37
	Invoice 167195		05/06/2021 RDS-MARCH/APRIL WATER CHRGS	208.06
Cheque Register Total -				31,110.50

**Accounts Payable**

CIBC - 5 - Direct Deposit Cheque Register By Date

05/01/2021 thru 05/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
000065	05/04/2021	003083	COUNTY OF GREY	127,908.00
	Invoice April 16, 2021		04/16/2021 MARCH 2021 DEVELOPMENT CHRG	127,908.00
000066	05/04/2021	006014	FIRM GRIP PROPERTY MAINTENANCE	113.00
	Invoice 1203		03/31/2021 RDS-MARCH 2 CLEANS	113.00
000067	05/04/2021	007017	GFL ENVIRONMENTAL INC	195.94
	Invoice LQ00992781		03/30/2021 WST-USED OIL REMOVAL SERVICE	195.94
000068	05/04/2021	008024	HETEK SOLUTIONS INC.	158.20
	Invoice INV0038745		04/06/2021 WST-MOBILE CALIB GAS DETECTOR	158.20
000069	05/19/2021	003083	COUNTY OF GREY	298.79
	Invoice IVC0000000021258		04/15/2021 RDS-LG INTRSECTION/PROP BLADE	298.79
000070	05/19/2021	006014	FIRM GRIP PROPERTY MAINTENANCE	836.20
	Invoice 1077		02/26/2021 LIB/POL-FEBRUARY 4 CLEANS	203.40
	Invoice 1309		04/30/2021 RDS-DDLK WORKS APRIL 2 CLEANS	113.00
	Invoice 1310		04/30/2021 RDS/FIN-OFFICE MARCH 4 CLEANS	519.80
000071	05/19/2021	007017	GFL ENVIRONMENTAL INC	599.52
	Invoice LQ01006351		04/20/2021 WST-USED OIL REMOVAL	599.52
000072	05/19/2021	007025	GM BLUEPLAN ENGINEERING LIMITED	14,318.51
	Invoice 111453		04/26/2021 WST-PROJ212298 EGRMT MECP RPI	9,588.05
	Invoice 111454		04/26/2021 WST-PROJ#212298-2 MONITOR RPR	4,730.46
000073	05/19/2021	008024	HETEK SOLUTIONS INC.	158.20
	Invoice INV0038971		04/29/2021 WST-MOBILE CALIBRATION SERVICE	158.20
000074	05/19/2021	013001	M & L SUPPLY FIRE & SAFETY	1,664.09
	Invoice 006996		03/24/2021 FIRE-LOCK SLT8 AXE X2/9" BLADE	615.33
	Invoice 007456		04/27/2021 FIRE-PRO-BAR 30" X2/ALUM WEDGE	1,048.76
000075	05/19/2021	024003	XYLEM CANADA COMPANY	1,326.62
	Invoice 3558353063		04/19/2021 SWR-SENSORS ENM-10 CPE CABLE	1,326.62
Cheque Register Total -				147,577.07

**Building Department Report**

Department Activity	Total 2019	Total 2020	Year: 2021												Total YTD
			January	February	March	April	May	June	July	August	September	October	November	December	
<b>Building Permits:</b>															
Agriculture	107	108	5	19	13	13	7								57
Ag.-Industrial	21	0	0	0	0	0	0								0
Commercial	10	15	0	0	0	2	0								2
Institutional	4	5	0	0	0	0	1								1
Industrial	6	11	0	0	2	3	4								9
Demolition	10	3	0	0	2	0	0								2
Residential related	95	86	6	4	6	7	4								27
Septic Systems	53	62	1	3	12	9	8								33
Single family dwelling	120	171	9	20	17	21	28								95
Tent	7	1	0	0	0	1	0								1
<b>Total Permits</b>	<b>433</b>	<b>462</b>	<b>21</b>	<b>46</b>	<b>52</b>	<b>56</b>	<b>52</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>227</b>
<b>Residential Occupancy Permits Issued</b>															
Rural (former Egremont & Proton)				2	8		1								11
Urban (Dundalk)			5	13	1	18	19								56
<b>Permit Revenue in \$</b>	<b>\$ 511,004.00</b>	<b>\$ 526,332.50</b>	<b>\$ 75,566.00</b>	<b>\$ 55,291.00</b>	<b>\$ 71,332.00</b>	<b>\$ 78,179.00</b>	<b>\$ 68,417.00</b>								<b>\$ 348,785.00</b>
DC Charges Residential	\$ 1,807,804.18	\$ 3,599,424.17	\$ 828,610.00	\$ 98,306.00	\$ 127,908.00	\$ 316,578.00	\$ 444,866.00								\$ 1,816,268.00
DC Charges Non-Residential	\$ 159,801.03	\$ 225,284.73			\$ 40,985.59	\$ 56,127.80	\$ 36,890.54								\$ 134,003.93
Agricultural Value	\$ 11,968,570.00	\$ 9,666,290.00	\$ 310,000.00	\$ 1,483,001.00	\$ 3,006,000.00	\$ 1,105,600.00	\$ 736,199.00								\$ 6,640,800.00
Commercial Value	\$ 3,736,000.00	\$ 1,741,400.00				\$ 785,000.00									\$ 785,000.00
Institutional Value							\$ 80,000.00								
Industrial Value	\$ 2,486,000.00	\$ 2,455,000.00			\$ 680,000.00	\$ 645,000.00	\$ 817,500.00								\$ 2,142,500.00
Residential Value	\$ 32,168,997.00	\$ 43,871,193.66	\$ 11,058,400.00	\$ 5,186,850.00	\$ 5,647,276.00	\$ 7,628,478.00	\$ 7,569,409.00								\$ 37,090,413.00
<b>Total Assessment Value</b>	<b>\$ 50,482,067.00</b>	<b>\$ 58,153,883.66</b>	<b>\$ 11,368,400.00</b>	<b>\$ 6,669,851.00</b>	<b>\$ 9,333,276.00</b>	<b>\$ 10,164,078.00</b>	<b>\$ 9,203,108.00</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>\$ 46,738,713.00</b>
Agricultural Taxation	\$ 38,675.36	\$ 31,235.75	\$ 1,002	\$ 4,792.18	\$ 9,713.62	\$ 3,572.65	\$ 2,378.96	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,459.15
Commercial Taxation	\$ 101,521.99	\$ 47,320.77	\$ -	\$ -	\$ -	\$ 21,331.57	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,331.57
Industrial Taxation	\$ 82,102.14	\$ 81,078.34	\$ -	\$ -	\$ 22,457.54	\$ 21,301.64	\$ 26,998.59	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,757.78
Residential Taxation	\$ 415,804.23	\$ 567,062.38	\$ 142,936.68	\$ 67,043.25	\$ 72,994.54	\$ 98,602.81	\$ 97,839.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 479,416.58
<b>Total New Taxation</b>	<b>\$ 638,103.72</b>	<b>\$ 726,697.23</b>	<b>\$ 143,938.41</b>	<b>\$ 71,835.44</b>	<b>\$ 105,165.71</b>	<b>\$ 144,808.67</b>	<b>\$ 127,216.86</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>\$ 592,965.08</b>
<b>Southgate Taxation Only</b>															
Agricultural Taxation	\$ 19,341.55	\$ 15,621.00	\$ 501	\$ 2,396.57	\$ 4,857.78	\$ 1,786.68	\$ 1,189.72	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,731.72
Commercial Taxation	\$ 31,563.19	\$ 14,712.03	\$ -	\$ -	\$ -	\$ 6,631.99	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,631.99
Industrial Taxation	\$ 29,863.83	\$ 29,491.44	\$ -	\$ -	\$ 8,168.71	\$ 7,748.26	\$ 9,820.47	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,737.43
Residential Taxation	\$ 207,943.70	\$ 283,587.90	\$ 71,482.63	\$ 33,528.33	\$ 36,504.57	\$ 49,311.26	\$ 48,929.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 239,756.23
<b>Total New Southgate Taxation</b>	<b>\$ 288,712.26</b>	<b>\$ 343,412.35</b>	<b>\$ 71,984</b>	<b>\$ 35,924.90</b>	<b>\$ 49,531.06</b>	<b>\$ 65,478.19</b>	<b>\$ 59,939.62</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>\$ 282,857.37</b>

**By-Law Enforcement Report**

YEAR: 2021

Department Activity	Dec. 2020	January	February	March	April	May	June	July	August	September	October	November	December	Total YTD
<b>By-Law Enforcement Complaints - Unresolved</b>														
Building	8	8	8	8	13	13								
Burning	0	0	0	0	0	1								
Noise	2	2	2	2	0	2								
Property Standards	22	23	23	25	36	38								
Fill Compliance	1	2	2	2	2	2								
Canine	0	1	1	1	1	1								
Tenant Concerns	0	0	0	0	0	0								
<b>Vehicles</b>	6	7	8	8	53	55								
Weed Control	0	0	0	0	0	0								
Zoning	2	2	2	2	3	3								
Line Fences	0	0	0	0	0	0								
<b>By-Law Enforcement Complaints - New</b>	<b>Total 2020</b>													
Building	7	0	0	0	5	0								5
Burning	0	0	0	0	0	1								1
Noise	4	0	0	0	0	2								2
Property Standards	16	1	0	2	11	2								16
Fill Compliance	0	1	0	0	0	0								1
Canine	0	1	0	0	0	0								1
Tenant Concerns	0	0	0	0	1	0								1
Vehicles	7	2	2	0	45	2								51
Weed Control	0	0	0	0	0	0								0
Zoning	2	0	0	0	1	0								1
Line Fences	0	0	0	0	0	0								0
<b>By-Law Enforcement Complaints - Resolved</b>	<b>Total 2020</b>													
Building	1	0	0	0	0	0								0
Burning	0	0	0	0	0	0								0
Noise	4	0	0	0	0	0								0
Property Standards	29	0	0	0	0	0								0
Fill Compliance	0	0	0	0	0	0								0
Canine	0	0	0	0	0	0								0
Tenant Concerns	3	0	0	0	1	0								1
<b>Vehicles</b>	5	1	1	0	0	0								2
Weed Control	2	0	0	0	0	0								0
Zoning	3	0	0	0	0	0								0
Line Fences	0	0	0	0	0	0								0
<b>Letters/Orders</b>	<b>Total 2020</b>													
Court Summons Issued	0	0	0	0	0	0								0
Court Appearances	0	0	0	0	1	0								1
Building Letters	2	0	0	0	0	0								0
Building Orders	2	0	0	1	0	0								1
Property Standards Letters	4	1	0	0	0	0								1
Property Standards Orders	3	0	0	1	0	0								1
Zoning Compliance	80	3	5	3	8	0								19
Zoning Violation Letters	1	0	0	0	0	5								5
Zoning Violation Orders	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**Canine Control Report YTD**

Year: **2021**

Department Activity	2020	January	February	March	April	May	June	July	August	September	October	November	December	Total YTD
# of Dogs in Pound	22	2	0	1	2	0								5
Total Days of Inpoundment	71	1	0	6	17	0								24
Returned to Owner	16	2	0	0	0	0								2
Adopted	3	0	0	1	1	0								2
Euthanized	0	0	0	0	1	0								1
Sent to Shelter	4	0	0	0	1	0								1
Needing Veterinary Services	0	0	0	0	0	0								0
Cost of Veterinarian Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Letters to Owners	14	0	1	2	1	1								5
Verbal Warnings	49	2	6	2	2	4								16
Dog Tags Sold	14	2	3	0	0	1								6
Value of Tags sold in \$	\$ 280.00	\$ 40.00	\$ 60.00	\$ -	\$ -	\$ 20.00								\$ 120.00
New Kennel Inspections	0	0	0	0	0	0								0
Kennel Reinspections	4	0	0	0	0	0								0
# of Fines	6	1	0	1	0	0								2
Value of Fines in \$	\$ 740.00	\$ 200.00	\$ -	\$ 50.00	\$ -	\$ -								\$ 250.00
# of Calls in Dundalk	67	5	5	3	4	5								22
# of Calls in Egremont	44	3	3	2	2	3								13
# of Calls in Proton	26	2	3	5	1	1								12
# of Calls in Other	3	0	1	0	0	0								1
# of Patrols in Dundalk	73	5	6	6	5	5								27
# of Patrols in Holstein	71	6	6	5	5	6								28

Number of Dogs remaining in the Pound Kennel at the end of this month:

0

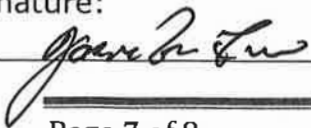


## Township of Southgate

### Conference, Workshop/Seminar & Training Policy #2

#### Council and Staff Education Evaluation Report Conference, Training, Seminars & Professional Development/Self-Study

Participant's Name: Jim Frew

Course/Workshop/Conference: <u>OAPSB AGM + CONFERENCE</u>	Overall Evaluation: Excellent Good Average <u>Poor</u>
Association /Institution Provider: <u>OAPSB</u>	Name of Instructor: <u>9 INSTRUCTORS</u>
Dates of Attended: (if online, indicate online) <u>MAY 27 - 28 ONLINE</u>	
Purpose of Attending: <u>TO KEEP UP WITH CEPA + REGULATIONS</u>	
Please summarize the contents and the main points of the course: (Attach additional pages if necessary) <u>DEVON LUMIS WAS APPOINTED AS ONTARIO'S FIRST INSPECTOR GENERAL. HIS PRESENTATION WAS A REPEAT OF ONE HE GAVE AT A ZONE 5 MEETING. SARAH COLDWELL DIRECTOR OF COMMUNITY SAFETY ADDRESSED HER EFFORT IN MODERNIZATION OF POLICING, COMMUNITY SAFETY &amp; WELL BEING. THESE TWO SPEAKERS WERE THE ONLY ONES TO ADDRESS POLICE MATTERS.</u>	
Will you use this information in your role? If yes, explain how: <u>NO</u>	
Do you recommend that other Council Members/Staff attend this course? If so, who and why: <u>LIMITED TO MEMBERS OF A PSB</u>	
Should similar course material be presented in house? If yes, by whom? <u>NO</u>	
Signature: 	Date: <u>MAY 29 2021</u>




## Schedule A

### Conference, Workshop/Seminar & Training Policy #2

#### Council and Staff Education Evaluation Report Conference, Training, Seminars & Professional Development/Self-Study

Participant's Name: Michael Sherson

Course/Workshop/Conference: AMO Land Use Planning Beyond Basics	Overall Evaluation: Excellent Good Average Poor
Association /Institution Provider: AMO	Name of Instructor: Murray Clarke
Dates of Attended: (if online, indicate online) May 20 2021 Online	
Purpose of Attending: Understand my role as a councillor in Municipal Land use Planning	
Please summarize the contents and the main points of the course: (Attach additional pages if necessary)  Elements of Land use Planning in Ontario with emphasis on the new Local Planning Appeal Tribunal and the Provincial Policy Statement.	
Will you use this information in your role? If yes, explain how:  Will keep this workshop in my toolkit for local Planning needs for Council meeting, Committee of Adjustment, and Public Planning meetings.	
Do you recommend that other Council Members/Staff attend this course? If so, who and why:  Sure anyone that wants to learn about the steps of the Planning Act	
Should similar course material be presented in house? If yes, by whom?  Not Really	
Signature: 	Date: June 8 2021



## Schedule A

### Conference, Workshop/Seminar & Training Policy #2

#### Council and Staff Education Evaluation Report Conference, Training, Seminars & Professional Development/Self-Study

Participant's Name: Kayla Best

<b>Course/Workshop/Conference:</b> MISA Ontario 2021 Virtual Annual Conference & Trade Show	<b>Overall Evaluation:</b> Excellent <u>Good</u> Average Poor
<b>Association /Institution Provider:</b> Municipal Information Systems Association	<b>Name of Instructor:</b> Various
<b>Dates of Attended: (if online, indicate online)</b> June 1 – 3, 2021 (online from 1pm to 4pm)	
<b>Purpose of Attending:</b> To gather information and experiences from other municipalities as to what software programs they use, how they are handling with COVID-19 challenges in relation to IT and staff and see what options or opportunities Southgate could look into now and in the future.	
<b>Please summarize the contents and the main points of the course:</b> <ul style="list-style-type: none"> <li>- Attended 2 motivational sessions; one by Jack Armstrong and one by Meg Soper. Both had great experiences and points to assist with looking at things from a different point of view.</li> <li>- <b>Beyond Open Data</b> – Collaborating Through Data Exchanges. Doug Allport (Municipal511), Jody MacEachern (Grey County), Steve Damaia (Mapping and Geomatics). Speaking to the common approach to road closures and using open data to share information in order to be collaborative.</li> <li>- <b>Build or Buy Models for Online Municipal Services.</b> City of Windsor and City of Kitchener. Spoke of "MyWindsor" self-service model. Described transformation to consolidate e-services for one portal and their experiences with the change.</li> <li>- <b>The Digital Divide: Municipalities' Role in supporting Post-Secondary Students During the Pandemic.</b> City of Mississauga and CANARIE. Described a wifi network that can be implemented called Eduroam which would be available at any municipal facility with wifi access and would connect post-secondary students directly with their school's network.</li> <li>- <b>The Future of Municipalities; Change &amp; Transformation</b> - Keli Whidden from Citykit. Change management specialists. Spoke of the importance of having leadership, support and involving stakeholders when making changes. Integration – work together as one team. Start now, begin with end in mind. Communicate! Seek early leadership buy-in and commitment.</li> <li>- <b>MISA Invented the Municipal Reference Model:</b> It's a Wheel You Don't Need to Reinvent. Melinda Munro (Munro Strategic Perspective). Municipal services all fall into the model. Can be used for planning and strategizing and improving business of government. In the model it lists Community Goals, services, costs.</li> <li>- There was also an Exhibit Hall where I connected with different vendors and explored various products (mainly software programs).</li> </ul>	



<p><b>Will you use this information in your role? If yes, explain how:</b></p> <p>Yes, this information was useful, and had some things I would like to look into further for our municipality (for example change management processes and the Municipal Reference Model). I will also be using some of the helpful tips and keep experiences in mind during day to day activities.</p>	
<p><b>Do you recommend that other Council Members/Staff attend this course? If so, who and why:</b></p> <p>Yes, anyone who is looking for software to accomplish or improve their current processes would benefit from a conference such as this.</p>	
<p><b>Should similar course material be presented in house? If yes, by whom?</b></p> <p>Notes taken from motivational sessions could be presented as part of in-house training for staff. Other course material could be presented if Southgate decided to move forward with investigating any of the software programs.</p>	
<p>Signature: <b>Original Signed By Kayla Best</b></p>	<p>Date: June 8, 2021</p>



**May 27, 2021**

**MEMORANDUM TO: Municipal Chief Administrative Officers and Clerks**

**SUBJECT: Three-Step Roadmap to Safely Reopen the Province of Ontario and Amendment to Orders under the *Reopening Ontario (A Flexible Response to COVID-19) Act (ROA)***

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As you heard on May 20, 2021, from the Premier of Ontario, the government has released its Roadmap to Reopen, a three-step plan to safely and cautiously reopen the province and gradually lift public health measures.

As our municipal partners in the continued efforts to keep communities safe and healthy, I am writing today to make sure that you stay informed about the roadmap and the corresponding changes to orders under the *Reopening Ontario (A Flexible Response to COVID-19) Act (ROA)*.

It is important to note that the provincewide Stay-At-Home order under the Emergency Management and Civil Protection Act (EMCPA) remains in effect until June 2, 2021. However, the government has made changes to some of the existing orders under ROA that take effect prior to the end of the Stay-At-Home order.

### **Roadmap to Reopen**

The Roadmap to Reopen is based on the provincewide vaccination rate and improvements in key public health and health care indicators. In summary:

- Step 1 is intended to focus on resuming outdoor activities with smaller crowds where the risk of transmission is lower and permitting retail with restrictions.
- Step 2 further expands outdoor activities and resumes limited indoor services with small number of people and with face coverings being worn.
- Step 3 expands access to indoor settings, with restrictions, including where there are larger numbers of people and where face coverings can't always be worn.

The government has indicated that the province will remain in each step for at least 21 days to evaluate any impacts on key public health and health system indicators. Vaccination thresholds will need to be met, along with positive trends in other key public health and health system indicators, in order to enter each respective step of the Roadmap.

To find out full details on the roadmap and its implementation, please review the [Roadmap to Reopen](#) on the Ontario government website.

Until the province moves to Step 1 of the roadmap, the rules and public health measures under the provincewide emergency brake must continue to be followed, subject to the following changes announced on May 20, 2021.

### **Outdoor Recreational Amenities**

Several outdoor recreational amenities are permitted to open as of May 22, 2021 at 12:01 a.m. For a full list of these outdoor recreational amenities, please review [Ontario Regulation 344/21](#), and [Ontario Regulation 374/21](#), amendments to [Ontario Regulation 82/20](#) (Rules for Areas in Stage 1).

These outdoor recreational amenities may be open so long as:

- physical distancing of at least 2 metres is maintained; however, this physical distancing requirement does not apply to members of the same household, or a person who lives alone and has gathered with the household, or a caregiver for any member of the household;
- no team sports, or any other sports that are not compatible with physical distancing requirements, are practiced or played within the amenity, with limited exceptions; and,
- any locker rooms, changerooms, showers, clubhouses, restaurants, pools, meeting rooms, fitness centres or other recreational facilities on the premises remain closed, except to the extent they provide access to take-out or delivery services, equipment storage, a washroom or a portion of the amenity that is used to provide first aid.

In addition, any person responsible for a boat or watercraft shall ensure that, if it is used by a group for recreational purposes, it is only used by members of the same household, or a person who lives alone and has gathered with the household, or a caregiver for any member of the household.

Marinas, boating clubs and other organizations that maintain docking facilities for members or patrons may open provided that any clubhouse, restaurant, pool, communal steam room, sauna or whirlpool, meeting room, fitness centre or other recreational facility on the premises is closed to the public. Any portion of an area that must be closed that is used to provide first aid, used to provide take-out or delivery services, or contains a washroom may be open.

Lastly, social gatherings and organized public events of no more than five people that are held outdoors are permitted. The gathering limit does not apply to members of the same household, a gathering of a household plus one person who lives alone, or a gathering that includes a caregiver for any of those persons. All other public health and workplace safety measures under the Stay-at-Home order will remain in effect.

### **Overnight Camps**

The government has made amendments to regulations pertaining to Rules for Areas in [Stage 1](#), [Stage 2](#) and [Stage 3](#) to permit the operation of overnight camps in Ontario. The amending regulations are as follows:

[Ontario Regulation 345/21 \(Rules for Areas in Stage 1\)](#)

[Ontario Regulation 347/21 \(Rules for Areas in Stage 2\)](#)

[Ontario Regulation 346/21 \(Rules for Areas in Stage 3\)](#)

### **Instructional Program in Post-Secondary Institutions**

[Ontario Regulation 348/21](#) updates the permitted fields/occupations where instructional programs may continue to operate in post-secondary institutions.

### **Enforcement of Orders**

As a reminder, for offences under the ROA and EMCPA, police and other provincial offences officers, including First Nation Constables, special constables, and municipal by-law officers, have discretion to either issue tickets to individuals for set fine amounts or issue a summons under Part I of the Provincial Offences Act (POA) or to proceed under Part III of the POA by laying an information.

Police and other provincial offences officers, including by-law officers, have the authority to disperse gatherings or organized public events that are not complying with gathering/event limits; and all provincial offences officers, including by-law officers, can temporarily close premises where prohibited gatherings are occurring and require individuals to vacate.

As the province prepares to reopen, the ministry recognizes that collaboration amongst municipalities, public health units, police, local enforcement partners and our multi-ministry teams is important to ensure coordinated compliance and enforcement activities in an effort to continue the recent progress on reducing the presence of COVID-19 in our communities.

Yours truly,

A handwritten signature in black ink, appearing to read "K. Manson-Smith".

Kate Manson-Smith  
Deputy Minister



## **Grand River Conservation Authority**

*Summary of the General Membership Meeting – May 28, 2021*

*To GRCA/GRCF Boards and Grand River watershed municipalities - Please share as appropriate.*

### **Action Items**

*The Board approved the resolutions in the following reports as presented in the agenda:*

- GM-05-21-39 - Financial Summary
- GM-05-21-38 - Provincial Offences Act Officer Appointments
- GM-05-21-C04 - Easement - Region of Waterloo (closed agenda)
- GM-05-21-C05 - Easement - City of Cambridge (closed agenda)
- GM-05-21-C06 - Snyder's Flats Conservation Area Update (closed agenda)

### **Information Items**

*The Board received the following reports as information:*

- GM-05-21-36 - Cash and Investment Status
- GM-05-21-37 - Groundwater Monitoring in the Grand River Watershed
- GM-05-21-40 - Current Watershed Conditions

### **Correspondence**

*The Board received the following correspondence:*

- Kerry Game regarding a request for a permit fee refund.

*For full information, please refer to the May 28 Agenda Package. Complete agenda packages and minutes of past meetings can be viewed on our [online calendar](#). The minutes of this meeting will be posted on our online calendar following the next meeting of the General Membership scheduled on June 25, 2021.*

*You are receiving this email as a GRCA board member, GRCF board member, or a Grand River watershed member municipality. If you do not wish to receive this monthly summary, please respond to this email with the word 'unsubscribe'.*

June 2, 2021

**MEMORANDUM TO:** Municipal Chief Administrative Officers and Clerks

**SUBJECT:** Extension of Orders under the *Emergency Management and Civil Protection Act (EMCPA)*

Today I am writing to you to share information about the extension and upcoming revocation of Orders under the *Emergency Management and Civil Protection Act (EMCPA)* that is consistent with the information provided to police chiefs in Ontario by the Ministry of Solicitor General on May 31, 2021.

The provincial declaration of emergency and Stay-at-Home Order (O. Reg. 11/21) under the EMCPA are set to expire on June 2, 2021. Public health unit regions (as defined in the *Health Protection and Promotion Act*) will continue to operate in the Shutdown Zone of Stage 1 (O. Reg. 82/20) as indicated under O. Reg. 363/20 of the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020 (ROA)*. The government expects to enter Step One of the Roadmap to Reopen – a three step plan to safely and cautiously reopen the province and gradually lift public health measures - the week of June 14, 2021.

Furthermore, the government has extended all Orders under the EMCPA, except for the following two orders, which will expire on June 2, 2021:

- O. Reg 265/21 (Stay-at-Home Order); and
- O. Reg 266/21 (Residential Evictions).

The extended Orders will remain in effect until June 16, 2021 unless further extended by the Lieutenant Governor in Council, who has the authority to further extend the emergency orders under the EMCPA for up to 14 days at a time.

The full list of Orders extended under O. Reg 25/21 of the EMCPA are as follows:

	Order in Council / Date Made	Previously Applicable Revocation Date	Current Revocation Date
1	Order in Council filed as O. Reg. 8/21 (Enforcement of COVID-19 Measures), made on January 12, 2021	June 2, 2021	June 16, 2021
2	Order in Council filed as O. Reg.	June 2, 2021	June 16, 2021

	<b>Order in Council / Date Made</b>	<b>Previously Applicable Revocation Date</b>	<b>Current Revocation Date</b>
	55/21 (Compliance Orders for Retirement Homes), made on February 5, 2021		
3	Order in Council filed as O. Reg. 271/21 (Work Redeployment for Local Health Integration Networks and Ontario Health), made on April 9, 2021	June 2, 2021	June 16, 2021
4	Order in Council filed as O. Reg. 272/21 (Transfer of Hospital Patients), made on April 9, 2021	June 2, 2021	June 16, 2021
5	Order in Council filed as O. Reg. 288/21 (Closure of Public Lands for Recreational Camping), made on April 15, 2021	June 2, 2021	June 16, 2021
6	Order in Council filed as O. Reg. 293/21 (Persons Entering Ontario From Manitoba or Quebec), made on April 16, 2021	June 2, 2021	June 16, 2021
7	Order in Council filed as O. Reg. 304/21 (Work Redeployment for Independent Health Facilities), made on April 21, 2021	June 2, 2021	June 16, 2021
8	Order in Council filed as O. Reg. 305/21 (Regulated Health Professionals), made on April 21, 2021	June 2, 2021	June 16, 2021
9	Order in Council filed as O. Reg. 317/21 (Agreements Between Health Service Providers and Retirement Homes), made on April 23, 2021	June 2, 2021	June 16, 2021

## **Enforcement of Orders**

For offences under the ROA and EMCPA, police and other provincial offences officers, including First Nation Constables, special constables, and municipal by-law officers, have discretion to either issue tickets to individuals for set fine amounts or issue a summons under Part I of the Provincial Offences Act (POA) or to proceed under Part III of the POA by laying an information.

Police officers and other provincial offences officers have the authority to disperse gatherings or organized public events that are not complying with gathering/event limits and can temporarily close premises where prohibited gatherings or organized public events are occurring and require individuals to vacate.

## **Reporting**

I also wanted to take the opportunity to remind municipalities that the Ministry of the Solicitor General continues to collect enforcement data that has been integral to

monitoring and measuring the impact of accelerated enforcement and compliance activities province wide. I encourage you to support the Ministry of the Solicitor General's efforts to collect enforcement data. You can find out more on how you may contribute to the Ministry of the Solicitor General's weekly data collection efforts by contacting Jeanette Gorzkowski or Keith Drakeford at [jeanette.gorzkowski@ontario.ca](mailto:jeanette.gorzkowski@ontario.ca) or [keith.drakeford@ontario.ca](mailto:keith.drakeford@ontario.ca) respectively.

I want to take this opportunity to once again thank you for your ongoing commitment to help keep our communities safe and healthy.

Yours truly,

A handwritten signature in black ink, appearing to read "K. Manson-Smith".

Kate Manson-Smith  
Deputy Minister



Good Afternoon,

The Ontario government is taking action to improve recycling across the province and address the serious problem of plastic pollution and litter, as committed to in the Made-in-Ontario Environment Plan. I am pleased to provide the following update.

We have developed a new blue box regulation under the *Resource Recovery and Circular Economy Act, 2016* that makes producers of products and packaging fully responsible for managing their products at end of life. The new framework transfers the costs of the blue box program away from local communities and requires the producers to operate and pay for blue box services in all communities outside of the Far North.

This regulation will also make recycling easier for Ontarians by standardizing what goes in the blue box and expanding services to more communities across the province.

To support the regulation, changes were also made to the *Resource Recovery and Circular Economy Act, 2016* as well as the *Ontario Regulation 101/94: Recycling and Composting of Municipal Waste*.

After considering feedback received from the public and stakeholders on the proposed regulation, the final blue box regulation was filed on June 3, 2021. For more information about the decision and to view the blue box regulation, please visit the Environmental Registry (link: <https://ero.ontario.ca/notice/019-2579>.)

The new blue box regulation will:

- Specify that all municipalities, unorganized territories, and First Nations located outside the Far North are eligible for blue box services, including communities with populations below 5,000;
- Provide flexibility for producers to find cost savings;
- Create a consistent set of materials for consumers to recycle across the province and will expand to include single-use items like foils, trays, and food service items like plastic cutlery, straws, and coffee pods; and
- Set diversion (recycling) targets which are amongst the highest in North America to improve recycling rates across the province.

Ontarians will not see any disruption in their blue box services. Under the new regulation, producers will be required to ensure the blue box services are convenient, affordable and right for communities. This will in turn drive growth and innovation in Ontario's recycling sector.

A key element of the new framework is the requirement that producers, via their representative Producer Responsibility Organizations (PROs), will establish a single common blue box collection system across all communities in Ontario. PROs who wish to be involved in creating the rules that will govern the creation of an allocation table to assign collection responsibilities are required to register with the Resource Productivity and Recovery Authority (the Authority) between August 1, 2021 and November 1, 2021.

For municipalities and First Nation communities that currently operate blue box services, producers are responsible for delivering these services commencing on the dates listed in the Transition Schedule to the regulation, which can be viewed here (link:

<https://rprr.ca/programs/blue-box/regulation/>). For all other eligible communities, producers are responsible for providing collection as of January 1, 2026.

The current blue box program operated by Stewardship Ontario will gradually wind down as the new regulatory framework for resource recovery is gradually implemented, starting July 1, 2023 through to December 31, 2025. For information about the program's transition plan, visit the Resource Productivity and Recovery Authority's website (link: <https://rprr.ca/programs/blue-box/blue-box-transition/>).

The Authority is the non-Crown and not-for-profit corporation responsible for oversight, compliance and enforcement of the regulation. The Authority is responsible for collecting data, through its Registry, from producers and others that conduct resource recovery activities in order to assess producers' performance. The process and deadlines for registering with the Authority will be provided on the Authority's website: (link: <https://rprr.ca/programs/blue-box/regulation/>)

In the coming weeks, the ministry will conduct webinars to provide an overview of the new regulation. Details about the webinars will be forthcoming.

If you have any questions about blue box registration, please contact RPRA's Compliance and Registry Team at (833) 600-0530 or [registry@rprr.ca](mailto:registry@rprr.ca).

Sincerely,

Charles O'Hara  
Director, Resource Recovery Policy Branch  
Environmental Policy Division  
Ministry of the Environment, Conservation and Parks

June 8, 2021

Good afternoon,

As committed to in our Made-in-Ontario Environment Plan, the Ministry of the Environment, Conservation and Parks working to transition the province's waste diversion programs to a new model that makes producers responsible for their products at end of life. To date, we have already transitioned four programs to this new model: Tires, Batteries, Electrical and Electronic Equipment and Blue Box.

As the next step in this plan, we have developed a new Hazardous and Special Products (HSP) regulation under the *Resource Recovery and Circular Economy Act, 2016*, (RRCEA) to transition the Municipal Hazardous or Special Waste (MHSW) program to a full producer responsibility model. The new regulation makes producers environmentally accountable and financially responsible for managing their products at end of life, and ensures products including paints, solvents, pesticides, oil filters, antifreeze, oil containers, pressurized containers, mercury-containing devices and fertilizers are properly and safely collected and managed so they do not harm human health or the natural environment.

Making producers responsible for managing the full lifecycle of their products will increase waste diversion rates and reduce the amount of valuable materials that end up in our landfills. Under the producer responsibility framework, producers will have more flexibility for how they manage their hazardous or special products, including the ability to develop and implement innovative and cost-effective collection and management approaches.

After considering all feedback received from the public and stakeholders on the proposed regulation, the final HSP regulation O. Reg. 449/21 (<https://www.ontario.ca/laws/regulation/r21449>) was filed on June 8, 2021. For more information about the decision and to view the HSP regulation, please visit the Environmental Registry of Ontario, under registry number 019-2836, at <https://www.ero.ontario.ca/notice/019-2836>

Depending on the type of HSP, the new regulation requires producers of hazardous and special products to:

- establish a free collection network for consumers across the province, including for those living in rural and northern communities as well as First Nation communities located within and outside the Far North:
  - in larger communities, there must be an accessible network of drop-off locations
  - in more remote communities, collection on a call-in basis from municipalities, territorial districts and First Nation reserves is required
- manage all collected materials properly by ensuring they are recycled, or, in the case of pesticides, properly disposed of

- provide promotion and education materials to increase consumer awareness about how and where to properly recycle or dispose of these products
- provide information related to any separate fee charged by the producer or seller in connection to the sale of HSP regarding who imposed the fee and how this fee will be used for resource recovery efforts
- register with the Resource Productivity and Recovery Authority (the Authority) and report to the Authority on both supply data and collection and management outcomes
- complete a third-party audit of management activities
- keep records and meet other requirements

Ontarians will continue to be able to easily drop off these products for recycling and proper disposal for free through the robust collection network that producers will establish across the province.

The HSP regulation comes into effect on July 1, 2021, with requirements phased in over time and producer obligations will not be in place until October 1, 2021. This will provide producers with time to enter into agreements with service providers and ensure a seamless transition so HSP are collected and managed at end of life without interruption.

For more information about wind up of the MHSW program and implementation of the HSP regulation, please visit the Authority's website, at <https://rpra.ca/programs/hazardous-and-special-waste/>.

If you have any questions regarding the HSP regulation, please contact Allison Deng, Senior Policy Advisor, Resource Recovery Policy Branch, at [Allison.Deng@ontario.ca](mailto:Allison.Deng@ontario.ca) or 437-772-1899.

Sincerely,

Charles O'Hara  
 Director, Resource Recovery Policy Branch  
 Environmental Policy Division  
 Ministry of the Environment, Conservation and Parks

June 8<sup>th</sup>, 2021

Dave Milliner, CAO  
Township of Southgate  
Dundalk Ontario

Dear Mr. Milliner,

JCI is thrilled to announce it was successful in its application for a Heritage Canada grant under the Celebration and Commemorative Program, Celebrate Canada Component. As such, JCI will be holding Dundalk's Canada Day Connection on July 1st, 2021, including a virtual ceremony and concert from 1:00 to 2:30 p.m. followed by a selection of curbside pick-up "dinner" items for 250 pre-registered guests.

JunCtian Community Initiatives is a not-for-profit organization dedicated to empowering our community by delivering positive economic services and social programs. Our focus is to create a safe hub where we engage youth and young adults through arts, culture, education, diversity and inclusion, health and wellness, and other community activities. For more information about our programs, visit [www.JunCtianci.com](http://www.JunCtianci.com)

As part of the formal component, we would like to invite you to join us at 1:00 p.m. to bring a Canada Day message and to stay to enjoy the event as your time permits.

Attached is a draft Canada Day flyer of the event and of the talent that will grace our virtual stage.

Please confirm your desire and availability by return email. If you will be in the Dundalk area and would like a Meal Passport, please also let us know and we will arrange for one to be held for you.

Flyers and Void Meal Passport attached. We will have an updated flyer once we confirmed our Special Guest.

Warm regards,

*Joan John*

President

JunCtian Community Initiatives

Phone: 519-574-8039



PRESENTS

# DUNDALK'S CANADA DAY CONNECTION

Thursday, July 1, 2021

1:00 pm - 2:30 pm

Official Ceremony & Entertainment

2:30 pm - 5:00 pm Curbside Meal Pickup



**Kwadwo Adusei**  
HOST



**Alida Raven**  
MODERATOR

**Councillor Barbara Dobreen**  
HOST



**PAIGE WARNER**  
RECORDING ARTIST



**TRENYCE SWEENEY**  
PANNIST



**M.C DREW**  
CHUTNEY/ REGGAE/ SOCA



Special Guest Singing "Oh Canada"  
TBA



**TESS**  
ASPIRING SINGER



**LATOYA JANE**  
RECORDING ARTIST



**LIBERTY SILVER**  
JUNO AWARD  
WINNER

**250 Meal Passports** available for this event

**Pre-Register** at [www.junctianci.com/programs](http://www.junctianci.com/programs) & pick up your Meal Passport and your raffle ticket @ **JCI - Old Town Hall, June 28th - 30th between 12 noon and 4 pm.**

**Telephone: 519 574 8039 | Email: [admin@junctianci.com](mailto:admin@junctianci.com)**



Canadian  
Heritage

Patrimoine  
canadien



**MEETING ID: 960 5908 8956**

**PASSCODE: 452619**

**PHONE IN: 647-558-0588**



To: dmilliner@southgate.ca

Delegation request id: A2021-1014

*Thank you for submitting a request for delegations at the upcoming AMO 2021 conference. This is confirmation of the entry we have received from you. The respective ministries will contact you approximately one week before the conference to let you know if your request has been accepted. If your request is accepted, you'll be given a meeting time and location.*

**Municipality:** Dave Milliner

**Contact name:** CAO Dave Milliner

**Contact phone number:** 519-375-0122

**Contact email:** dmilliner@southgate.ca

**Names and titles of delegates:** Mayor John Woodbury, Deputy Mayor Brian Milne, Councillor Barbara Dobreen, CAO Dave Milliner, Clerk Lindsey Green

**Number of meetings requested:** One

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**First Delegation Requested:** Infrastructure

**Preferred date:** No Preference

**Issue 1:** The time delays experienced by local internet communications service providers to make necessary backhaul connections with the large companies is unacceptable in some cases. Large companies try to control the process and create unnecessary delays in connecting to capacity access to serve communities with the increased fibre bandwidth we need to expand rural internet service and benefit from the government investments, as well as the work of SWIFT in our region.

**Issue 2:** The pricing charged by the large companies for small local service providers to gain access to increased fibre capacity is inconsistent and changes through the agreement and connection process. This drives up the cost of rural internet communications and

**Issue 3:**

**Background/Context:**

We believe there should be government policy to provide guidance for the consistency for delivery of service timelines and pricing methodology to justify rates as well as

## AMO 2021 Delegation Request

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oversight or a reporting process to eliminate this unfair monopoly marketing control approach and control of connection costs. We understand there are rules around the connection timelines with the CRTC, but the process to follow those rules is part of the problem and actually adds to time delays through the resolution process. When it comes to monthly fees charged by the large backhaul service providers there are no rules. They are influenced by whether service areas are in a competitive community for backhaul capacity. We are seeing charges of between \$4,000 per month to \$12,000 per month for 10 giga-bytes service capacity.

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# LOW WATER CONDITIONS – LEVEL 1

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## SAUGEEN VALLEY CONSERVATION AUTHORITY

Tel: (519) 367-3040

Website: [www.svca.on.ca](http://www.svca.on.ca)

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Thursday, June 10<sup>th</sup>, 2021

FOR IMMEDIATE RELEASE

**Saugeen Valley Conservation Authority** has declared a Level 1 Low Water Condition for the entire watershed in response to persistent dry conditions and is encouraging a voluntarily 10% reduction in non-essential water consumption to help mitigate the impacts of low water conditions. This includes areas within Saugeen Shores, Arran-Elderslie, Chatsworth, Grey Highlands, Southgate, West Grey, Brockton, South Bruce, Kincardine, Huron-Kinloss, Wellington-North and Minto.

Over the past 3 months (May to March), drier than normal conditions have been observed throughout the watershed. Our rain gauge network has recorded a total average of 132 millimeters of rainfall, which is only 56% of the historical 3-month average for this time of year (233 mm). In accordance with the Ontario Low Water Response (OLWR) Program, a Level 1 status is declared when a watershed receives less than 80% of the normal amount of rainfall over a 3-month period. According to long-term forecasts, lower than average rainfall is expected to continue into June, which could further impact stream flows and water supplies.

A Level 1 is the lowest of three levels and the first indication of a water supply problem. SVCA is asking residential, agricultural, and commercial water users to do their part in achieving a 10% reduction in water consumption, by limiting non-essential uses and through the following water conservation practices:

1. Repair leaking fixtures.
2. Use water collected from a rain barrel to water plants.
3. If you must water your lawn, do so in the early morning or late evening to reduce evaporation loss.
4. When running the tap, collect excess water and use it to water plants or wash your fruits/vegetables.

5. Choose native, drought-resistant plants for your garden, as they are well suited for the climate and need little to no watering.
6. Reduce your shower time.
7. Wash your car less frequently.

SVCA will continue to monitor watershed conditions and provide updates as new information becomes available. To learn more about the OLWR program and for more water conservation tips, please visit <https://www.svca.on.ca/lowwater.php>.

For more information, please contact the following person:

Alana McDonald  
Flood Forecasting and Warning Coordinator  
(519) 369-8247  
[a.mcdonald@svca.on.ca](mailto:a.mcdonald@svca.on.ca)

- End of Message -

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## Township of The Archipelago

9 James Street, Parry Sound ON P2A 1T4

Tel: 705-746-4243/Fax: 705-746-7301

[www.thearchipelago.on.ca](http://www.thearchipelago.on.ca)

May 21, 2021

21-092

Moved by Councillor Emery  
Seconded by Councillor Sheard

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**RE: Bill 228 - Banning unencapsulated Polystyrene Foam**

**WHEREAS** unencapsulated expanded and extruded polystyrene foam (PS foam) is a common and economical product used for dock flotation; and

**WHEREAS** unencapsulated PS foam, when used as floatation, deteriorates and breaks down through exposure to water, sunlight and chemicals (gasoline, oil & other contaminants), as well as from animals and physical impacts from boats and other debris; and

**WHEREAS** the environmental impacts associated with the breakdown of unencapsulated PS foam are significant. PS foam is one of the top items of debris found on shorelines, beaches, and surface water around the world. Widespread and global contamination has resulted in PS foam being found in the gut contents of wildlife, including in the Great Lakes - St. Lawrence River Basin. PS foam causes adverse effects to wildlife when ingested. Laboratory experiments show negative impacts of PS foam on feeding behaviour, growth, hepatosomatic index (HSI), and reproduction. Under certain conditions, PS foam leaches known toxics styrene and benzene. Floating particles of PS foam also has aesthetic impacts on shorelines and waterways; and

**AND WHEREAS** there is no Federal legislation in Canada regulating the use of unencapsulated expanded polystyrene foam (EPS) for docks to date. However, on May 13, 2021, the Province of Ontario passed *Bill 228: Keeping Polystyrene Out of Ontario's Lakes and Rivers Act*, to regulate and control its use for floats; and

**NOW THEREFORE BE IT RESOLVED** that the Great Lakes and St. Lawrence Cities Initiative (Cities Initiative) recognizes the need for PS foam to be encapsulated when used for flotation; and

**BE IT FURTHER RESOLVED** that the Cities Initiative and its members call on the Federal Government of Canada (Ministries of Fisheries and the Environment) the Province of Ontario (Ministry of Natural Resources & Forestry, Ministry of Environment, Conservation & Parks), the Province of Quebec, The United States (U.S.) Federal Government, and the U.S. States of New York, Pennsylvania,

Ohio, Indiana, Michigan, Illinois, Wisconsin and Minnesota to work in collaboration with each other to enact laws which:

1. ban unencapsulated polystyrene (PS) products in all new and replacement public and private floating facilities across the Great Lakes Region and the coasts of Canada and the United States;
2. find common standards of defining encapsulation with the goal of zero emissions of PS foam;
3. require the timely transition to approved encapsulated PS products, for all public and private floating facilities currently using unencapsulated PS foam; and
4. require the proper disposal of all unencapsulated expanded polystyrene (EPS) products currently being used for dock flotation.

**BE IT FINALLY RESOLVED** that Council for the Corporation of the Township of The Archipelago directs its staff to submit this resolution to the Great Lakes St. Lawrence Cities Initiative; and forward this resolution to all municipalities in the Great Lakes watershed and to Federal and Provincial Representatives.

**Carried.**



## Township of The Archipelago

9 James Street, Parry Sound ON P2A 1T4

Tel: 705-746-4243/Fax: 705-746-7301

[www.thearchipelago.on.ca](http://www.thearchipelago.on.ca)

May 21, 2021

21-091

**Moved by Councillor Andrews  
Seconded by Councillor Manners**

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**RE: Bill 279 – Environmental Protection Amendment Act (Microplastics Filters for Washing Machines), 2021**

**WHEREAS** microfibers are human-made strands less than 5mm composed of either synthetic or natural materials. Microfibers are shed through the wear and tear of textiles through the laundering process;

**WHEREAS** billions of microfibers are released into the Great Lakes daily from machine laundering of clothes. Studies have found a single load of laundry can release up to millions of microfibers into washing machine effluent, which flows to the wastewater treatment plant. Wastewater treatment can capture up to 99% of microfibers in sewage sludge, but microfibers are still released into aquatic ecosystems through treated effluent. Billions of microfibers are released into the aquatic ecosystem daily in the Great Lakes basin, either directly via treated final effluent, or indirectly as runoff from land-application of treated sewage sludge; and

**WHEREAS** microfiber contamination is widespread: Worldwide and local studies have shown microfibers present in commercial fish, Great Lakes fish (including Lake Trout, Rainbow smelt, Brown bullhead, etc.), honey, salt, Great Lakes beer, tap water, bottled water and much more; and

**WHEREAS** microfibers are the most prevalent type of microplastics in the environment and have been found in surface water, soil, biota, and atmospheric samples; and

**WHEREAS** a 2014 surface water study in Lake Erie, Lake Ontario, and their tributaries measured microplastics at abundances between 90,000 and 6.7 million particles per square kilometer. These levels of microplastics are similar to or exceed concentrations found in ocean gyres like the "Great Pacific Garbage Patch; and

**WHEREAS** microplastics do not biodegrade; and

**WHEREAS** chemicals such dyes and flame retardants are added to textiles during manufacturing. Textiles can also absorb chemicals from their environment after manufacturing. Some of these chemicals are toxic, and harmful chemical compounds can be released into the environment via leaching from microfibers; and

**WHEREAS** a growing body of research shows that the effects of microplastics on animal life are far-reaching. Researchers have investigated the impacts of microplastics on gene expression, individual cells, survival, and reproduction. Mounting evidence shows that negative impacts can include decreased feeding and growth, endocrine disruption,

decreased fertility, and other lethal and sub-lethal effects. Some of these effects are due to ingestion stress (physical blockage), but many of the risks to ecosystems are associated with the chemicals in the plastic. Studies have shown that chemicals transfer to fish when they consume microplastics. When these fish end up on our dinner plates, we potentially increase the burden of hazardous chemicals in our bodies; and

**WHEREAS** a recent set of laundering experiments in the laboratory; have shown that an external filter can capture an average of 87% of fibres by count and 80% by weight before they go down the drain (McIlwraith et al. 2019). On a wider scale and in real-life context, Georgian Bay Forever, the University of Toronto and the Town of Parry Sound are completing a study that is measuring the effect that about 100 filters in households has on reducing microfibre pollution in the effluent of a wastewater treatment plant. The results of this study are to be released in August; and

**WHEREAS** add-on filters cost approximately \$180-220 CDN to purchase and install, which is prohibitive for the average household. Accordingly, voluntary adoption rates are low; and

**WHEREAS** France has passed legislation (France 2020-105, Article 79) that requires future washing machines sold to have filters. California has introduced a bill (California AB 622), and Ontario has tabled Private Member's Bill 279 to prohibit sales of washing machines without a filter of mesh size 100 microns or smaller. Companies such as Arclik have manufactured washing machines with filters built directly into them;

**NOW THEREFORE BE IT RESOLVED** that the Great Lakes St. Lawrence Cities Initiative (Cities Initiative) recognizes that to date the largest documented source of environmental microfibers is washing machines, and that findings indicate washing machine filters mitigate the majority of fibres shed during machine washing; and

**BE IT FURTHER RESOLVED** that the Cities Initiative recognizes the need to require future sales of washing machines to include filters with a maximum mesh size of 100 microns; and

**BE IT FURTHER RESOLVED** that the Cities Initiative and its members call on the Ontario government to pass Bill 279, and to call on the Canadian and U.S. government to create appropriate regulatory measures to the same effect; and

**BE IT FURTHER RESOLVED** that until households can only buy new laundry machines outfitted with <100 micron filters, the Cities Initiative and its members call on provincial, state and federal governments to provide funding and education to help constituents reduce microfiber waste.

**BE IT FINALLY RESOLVED** that Council for the Corporation of the Township of The Archipelago directs its staff to submit this resolution to the Great Lakes St. Lawrence Cities Initiative; and forward this resolution to all municipalities in the Great Lakes watershed and to Federal and Provincial Representatives.

**Carried.**



May 31<sup>st</sup>, 2021

Hon. Steve Clark

**Minister of Municipal Affairs and Housing**

**Re: Council Resolution of Support – MPP Hillier**

Dear Honourable Steve Clark,

Further to the meeting of Council on May 11<sup>th</sup>, 2021 the Council of the Corporation of the Township of Lanark Highlands passed the following motion to support the City of Kitchener's resolution regarding Planning Act timelines;

**"THAT**, Council support the resolution by the City of Kitchener regarding Planning Act timelines;

**WHEREAS** the Province of Ontario's Planning Act provides a legislative framework for processing development applications including established timeframes which permit applicants to appeal to the Local Planning Appeal Tribunal if a Council fails to make a decision within a prescribed timeline; and,

**WHEREAS** the passing of Bill 108 in 2019 reduced the timelines for processing development applications before they can be appealed to the Local Planning Appeals Tribunal (LPAT) for a non-decision from those outlined in Bill 139, the Building Better Communities and Conserving Watersheds Act, 2017 as follows:

- from seven months (210 days) to four months (120 days) for Official Plan amendments;
- from five months (150 days) to three months (90 days) for Zoning By-law amendments; and
- from six months (180 days) to four months (120 days) for Plans of Subdivision; and

**WHEREAS** the shortened timeframes create unreasonable pressures on municipalities, even outside the context of navigating city business in a global pandemic, and result in reduced opportunities for meaningful public engagement and limited time for the public to provide written submissions on a development application;

**THEREFORE BE IT RESOLVED** that Lanark Highlands Township Council urge the Province of Ontario to review and reconsider the current timelines established for review of Planning Act applications before an appeal is permitted to the Local Planning Appeals Tribunal and to return to the timelines that were in effect under Bill 139, the Building Better Communities and Conserving Watersheds Act, 2017;

**THEREFORE BE IT FURTHER RESOLVED** that a copy of this resolution be sent to the Ontario Minister of Municipal Affairs and Housing, to the local MP's and MPP's, to the Federation of Canadian Municipalities, to the Association of Municipalities Ontario, and all other municipalities in Ontario."

A copy of that motion and correspondence is attached.



Thank you,

A handwritten signature in black ink, appearing to be "R. Morton".

Ryan C. Morton MPM, CIPM  
CAO/Clerk  
Township of Lanark Highlands

CC:

Randy Hillier – MPP, Lanark-Frontenac-Kingston  
[info@randyhillier.com](mailto:info@randyhillier.com)

Scott Reid – MP, Lanark-Frontenac-Kingston  
[scott.reid@parl.gc.ca](mailto:scott.reid@parl.gc.ca)

Federation of Canadian Municipalities (FCM)  
[info@fcm.ca](mailto:info@fcm.ca)

Association of Municipalities Ontario (AMO)  
[amo@amo.on.ca](mailto:amo@amo.on.ca)

All Ontario Municipalities





CHRISTINE TARLING

Director of Legislated Services & City Clerk

Corporate Services Department

Kitchener City Hall, 2<sup>nd</sup> Floor

200 King Street West, P.O. Box 1118

Kitchener, ON N2G 4G7

Phone: 519.741.2200 x 7809 Fax: 519.741.2705

[christine.tarling@kitchener.ca](mailto:christine.tarling@kitchener.ca)

TTY: 519-741-2385

March 31, 2021

Honourable Steve Clark  
Minister of Municipal Affairs and Housing  
17<sup>th</sup> Floor, 777 Bay Street  
Toronto ON M5G 2E5

Dear Mr. Clark:

This is to advise that City Council, at a meeting held on March 22, 2021, passed the following resolution regarding Planning Act Timelines:

“WHEREAS the City of Kitchener, like many Ontario municipalities, is experiencing significant growth; and,

WHEREAS the City of Kitchener has conducted extensive work through its Development Services Review to remove red tape and improve public engagement; and,

WHEREAS the Province of Ontario's Planning Act provides a legislative framework for processing development applications including established timeframes which permit applicants to appeal to the Local Planning Appeal Tribunal if a Council fails to make a decision within a prescribed timeline; and,

WHEREAS the passing of Bill 108 in 2019 reduced the timelines for processing development applications before they can be appealed to the Local Planning Appeals Tribunal (LPAT) for a non-decision from those outlined in Bill 139, the Building Better Communities and Conserving Watersheds Act, 2017 as follows:

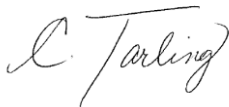
- from seven months (210 days) to four months (120 days) for Official Plan amendments;
- from five months (150 days) to three months (90 days) for Zoning By-law amendments; and
- from six months (180 days) to four months (120 days) for Plans of Subdivision; and

WHEREAS the shortened timeframes create unreasonable pressures on municipalities, even outside the context of navigating city business in a global pandemic, and result in reduced opportunities for meaningful public engagement and limited time for the public to provide written submissions on a development application;

THEREFORE BE IT RESOLVED that Kitchener City Council urge the Province of Ontario to review and reconsider the current timelines established for review of Planning Act applications before an appeal is permitted to the Local Planning Appeals Tribunal and to return to the timelines that were in effect under Bill 139, the Building Better Communities and Conserving Watersheds Act, 2017;

THEREFORE BE IT FURTHER RESOLVED that a copy of this resolution be sent to the Ontario Minister of Municipal Affairs and Housing, to the local MP's and MPP's, to the Federation of Canadian Municipalities, to the Association of Municipalities Ontario, and all other municipalities in Ontario."

Yours truly,



C. Tarling  
Director of Legislated Services  
& City Clerk

c: Honourable Tim Louis, M.P.  
Honourable Raj Saini, M.P.  
Honourable Marwan Tabbara, M. P.  
Honourable Bardish Chagger, M.P.  
Honourable Bryan May, M.P.  
Honourable Amy Fee, M.P.P.  
Honourable Catherine Fife, M.P.P.  
Honourable Belinda Karahalios, M.P.P.  
Honourable Mike Harris, M.P.P.  
Honourable Laura Mae Lindo, M.P.P.  
Bill Karsten, President, Federation of Canadian Municipalities  
Monika Turner, Association of Municipalities of Ontario  
Rosa Bustamante, Director, Planning, City of Kitchener  
Ontario Municipalities



## Community Services

### Legislative Services

June 1, 2021  
File #120203

The Right Honourable Justin Trudeau  
Prime Minister  
House of Commons  
Ottawa, ON K1A 0A6  
[Justin.trudeau@parl.gc.ca](mailto:Justin.trudeau@parl.gc.ca)

The Honourable Doug Ford  
Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1  
[premier@ontario.ca](mailto:premier@ontario.ca)

Honourable and Dear Sirs:

#### **Re: Capital Gains Tax on Primary Residence**

The Municipal Council of the Town of Fort Erie at its meeting of May 31, 2021 passed the following resolution:

**Whereas** primary residences are currently exempt from a capital gains tax, and

**Whereas** currently secondary and additional non-primary properties are subject to capital gains, and

**Whereas** the Federal Government is currently looking into a primary residence capital gains tax as they have recognized that affordable housing has become a serious issue in Canada, and

**Whereas** smaller communities including the Town of Fort Erie are seeing unprecedented higher selling prices that are outpacing prices in larger cities, and

**Whereas** many hard-working Canadians who have only a primary residence with no additional non-primary homes count on their home equity as financial aid to apply to upsizing or downsizing their home depending on their personal situation, and

**Whereas** a change in taxation to primary residences would be a significant financial blow to Canadians and would create an unfair, two-tiered taxation which could lead to depleted savings, inter-generational disparities, disparities among diverse groups such as seniors who may have a significant portion of their savings vested in their primary residence, as well as, reducing the ability of home ownership thereby a further, higher need for rentals, and

**Whereas** the Federal government could look at other means to slow down the rapidly escalating housing costs to improve housing affordability;

...2

Mailing Address:

The Corporation of the Town of Fort Erie  
1 Municipal Centre Drive, Fort Erie ON L2A 2S6

Office Hours 8:30 a.m. to 5:00 p.m. Phone: (905) 871-1600 FAX: (905) 871-4022

Web-site: [www.forterie.ca](http://www.forterie.ca)

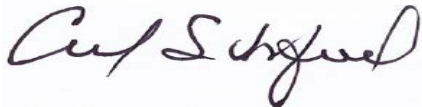
**Now therefore be it resolved,**

**That:** The Federal Government cease further consideration of eliminating capital gains tax exemptions on primary residences, and further

**That:** A copy of this resolution be circulated to The Right Honourable Justin Trudeau, The Honourable Doug Ford, Premier of Ontario, All Members of Parliament, All Members of Provincial Parliament, The Regional Municipality of Niagara, and all Municipalities, for their support.

Thank you for your attention to this matter.

Yours very truly,



Carol Schofield, Dipl.M.A.  
Manager, Legislative Services/Clerk

[cschofield@forterie.ca](mailto:cschofield@forterie.ca)

CS:dlk

c.c. All Members of Parliament  
All Members of Provincial Parliament  
The Regional Municipality of Niagara  
Ontario Municipalities



## Community Services

### Legislative Services

June 1, 2021

File #120203

Sent via email: [premier@ontario.ca](mailto:premier@ontario.ca)

The Honourable Doug Ford, Premier of Ontario  
Legislative Building  
Queen's Park  
Toronto, ON M7A 1A1

Honourable and Dear Sir:

**Re: Support of the Corporation of the Town of Perth's Resolution - Provincial Hospital Funding of Major Capital Equipment**

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of May 31, 2021 received and supported correspondence from the Corporation of the Town of Perth dated April 30, 2021 requesting that further consideration be given to having the Province be financially responsible for the replacement costs associated with all major capital equipment in hospitals or alternatively assume full responsibility for funding local hospitals completely.

Attached please find a copy of the Corporation of the Town of Perth's correspondence dated April 30, 2021.

Thank you for your attention to this matter.

Yours very truly,

Carol Schofield, Dipl.M.A.  
Manager, Legislative Services/Clerk

[cschofield@forterie.ca](mailto:cschofield@forterie.ca)

CS:dlk

Attach

c.c.

Ontario Municipalities

[AMO@amo.on.ca](mailto:AMO@amo.on.ca)

John Fenik, Mayor of Perth [adminclerk@perth.ca](mailto:adminclerk@perth.ca)

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Mailing Address:

The Corporation of the Town of Fort Erie  
1 Municipal Centre Drive, Fort Erie ON L2A 2S6

Office Hours 8:30 a.m. to 5:00 p.m. Phone: (905) 871-1600 FAX: (905) 871-4022

Web-site: [www.forterie.ca](http://www.forterie.ca)



**THE CORPORATION OF  
THE TOWN OF PERTH**

80 Gore Street East  
Perth, Ontario K7H 1H9  
Phone: (613) 267-3311  
Fax: (613) 267-5635

April 30, 2021

Honourable Premier Doug Ford  
Premier of Ontario  
Legislative Building  
Queens Park  
Toronto, ON M7A 1A1

Dear Premier Ford:

**Sent via Email:** [premier@ontario.ca](mailto:premier@ontario.ca)

**Re: Provincial Hospital Funding of Major Capital Equipment**

The Town of Perth is requesting that further consideration be given to having the province be financially responsible for the replacement costs associated with all major capital equipment in hospitals, as municipalities across the province are facing major shortfalls in meeting their financial obligations. As set out in their asset management plans and cannot afford to directly absorb the financial responsibility for the replacement costs of the hospitals' major capital equipment without jeopardizing their financial sustainability.

As well, if the province is unwilling to assume the full responsibility for funding local hospitals completely, the Town of Perth requests that the province must develop a legislative framework as to how counties and municipalities should best address the financial shortfalls facing hospitals throughout Ontario, specifically the funding of major capital equipment;

Sincerely,

  
John Fenik  
Mayor of Perth

cc: Ontario Municipalities  
AMO – [amo@amo.on.ca](mailto:amo@amo.on.ca)

Received by  
MAY 31, 2021  
COUNCIL

*Aged to Perfection!*

June 2, 2021

Via email: [schofield@forterie.ca](mailto:schofield@forterie.ca)

Town of Fort Erie  
**Attention: Carol Schofield, Manager, Legislative Services/Clerk**  
1 Municipal Centre Drive  
Fort Erie, ON  
L2A 2S6

Dear Ms. Schofield:

**RE: Correspondence – Township of The Archipelago – Road Management  
Action on Invasive Phragmites**

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On behalf of the Council of the Corporation of the Township of Lake of Bays, please be advised that the above-noted correspondence was presented at the last regularly scheduled meeting on June 1, 2021, and the following was passed.

**“Resolution #7(a)/06/01/21**

**WHEREAS the Council of the Corporation of the Township of Lake of Bays hereby receives the correspondence from Carol Schofield, Manager, Legislative Services/Clerk for the Town of Fort Erie requesting support for the Ontario Ministry of Transportation (MTO) to Communicate the Strategy on Mapping and Controlling Invasive Phragmites on Provincial Highways, dated April 27, 2021;**

**NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Lake of Bays hereby supports the resolution from the Township of The Archipelago requesting the Ontario Ministry of Transportation (MTO) to communicate the strategy on mapping (detecting site) and controlling invasive Phragmites on provincial highways, the specific highway management plans and results by each MTO region, and each highway in the region and work in collaboration with the Township of The Archipelago and requests all levels of government to consider funding support to aid the Township of The Archipelago in managing invasive Phragmites.**

...2



*Page 2*

**AND FURTHER THAT this resolution be forwarded to the Town of Fort Erie, Township of The Archipelago, Ontario Ministry of Transportation, Minister of Environment, Conservation and Parks, Minister of Environment and Climate Change Canada, MPP Norm Miller, and all Ontario Municipalities.**

**Carried.”**

Sincerely,



Carrie Sykes, *Dipl. M.A., CMO, AOMC*,  
Director of Corporate Services/Clerk.  
CS/cw

**Encl.**

Copy to:

Township of The Archipelago  
Hon. Caroline Mulroney, Minister of Transportation  
Hon. Jeff Yurek, Minister of Environment, Conservation and Parks  
Hon. Jonathan Wilkinson, Minister of Environment and Climate Change Canada  
Hon. Norm Miller, MPP, Parry Sound-Muskoka  
All Ontario Municipalities





## Community Services

### Legislative Services

April 27, 2021

File #120203

Sent via email: [caroline.mulroney@pc.ola.org](mailto:caroline.mulroney@pc.ola.org)

The Honourable Caroline Mulroney, Minister of Transportation  
5th Floor, 777 Bay Street  
Toronto, ON M7A 1Z8

Honourable and Dear Madam:

**Re: Township of The Archipelago - Road Management Action on Invasive Phragmites**

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of April 26, 2021 received and supported correspondence from the Township of The Archipelago dated April 9, 2021 requesting the Ontario Ministry of Transportation (MTO) to communicate the strategy on mapping (detecting sites) and controlling invasive Phragmites on provincial highways, the specific highway management plans and results by each MTO region and each highway in the region and work in coordination with the Township of The Archipelago and requests all levels of government to consider funding support to aid the Township of The Archipelago in managing invasive phragmites.

Attached please find a copy of the Township of The Archipelago's correspondence dated April 9, 2021.

Thank you for your attention to this matter.

Yours very truly,

Carol Schofield, Dipl.M.A.  
Manager, Legislative Services/Clerk

[cschofield@forterie.ca](mailto:cschofield@forterie.ca)

CS:dlk

Attach

c.c.

The Honourable Jeff Yurek, Minister of Environment, Conservation and Parks [jeff.yurekco@pc.ola.org](mailto:jeff.yurekco@pc.ola.org)

The Honourable Jonathan Wilkinson, Minister of Environment and Climate Change Canada [ec.ministre-minister.ec@canada.ca](mailto:ec.ministre-minister.ec@canada.ca)

Christopher Balasa, Manager, Maintenance Management Office [Christopher.balasa@ontario.ca](mailto:Christopher.balasa@ontario.ca)

Wayne Gates, MPP, Niagara Falls [wgates-co@ndp.on.ca](mailto:wgates-co@ndp.on.ca)

MPP Norman Miller. [Norm.miller@pc.olg.org](mailto:Norm.miller@pc.olg.org)

Maryann Weaver, Municipal Clerk, Township of The Archipelago [mweaver@thearchipelago.on.ca](mailto:mweaver@thearchipelago.on.ca)

Ontario Municipalities

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Mailing Address:

The Corporation of the Town of Fort Erie  
1 Municipal Centre Drive, Fort Erie ON L2A 2S6

Office Hours 8:30 a.m. to 5:00 p.m. Phone: (905) 871-1600 FAX: (905) 871-4022

Web-site: [www.forterie.ca](http://www.forterie.ca)



## Township of The Archipelago

9 James Street, Parry Sound ON P2A 1T4

Tel: 705-746-4243/Fax: 705-746-7301

[www.thearchipelago.on.ca](http://www.thearchipelago.on.ca)

April 9, 2021

21-073

**Moved by Councillor Barton  
Seconded by Councillor Manner**

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**RE: Road Management Action On Invasive Phragmites**

**WHEREAS** *Phragmites australis* (*Phragmites*) is an invasive perennial grass that continues to cause severe damage to wetlands and beaches in areas around the Great Lakes including Georgian Bay; and

**WHEREAS** *Phragmites australis* grows and spreads rapidly, allowing the plant to invade new areas and grow into large monoculture stands in a short amount of time, and is an allelopathic plant that secretes toxins from its roots into the soil which impede the growth of neighboring plant species; and

**WHEREAS** *Phragmites australis* results in loss of biodiversity and species richness, loss of habitat, changes in hydrology due to its high metabolic rate, changes in nutrient cycling as it is slow to decompose, an increased fire hazard due to the combustibility of its dead stalks, and can have an adverse impact on agriculture, particularly in drainage ditches; and

**WHEREAS** invasive *Phragmites* has been identified as Canada's worst invasive plant species by Agriculture and AgriFood Canada; and

**WHEREAS** the Ontario government has made it illegal to import, deposit, release, breed/grow, buy, sell, lease or trade invasive *Phragmites* under the Invasive Species Act; and

**WHEREAS** *Phragmites* occupy over 4,800 hectares of land around Lake St. Clair alone, while 212 hectares of *Phragmites* occupy land along the St. Lawrence River. The Georgian Bay Area is particularly affected by *Phragmites australis*, with more than 700 stands along the shorelines and multiple visible stands on the highways and roads that threaten valuable infrastructure and wetland areas; and

**WHEREAS** volunteers, non-governmental organizations, and various municipalities have invested tens of thousands of dollars in investments and labour annually for more than eight years in executing managements plans to control invasive *Phragmites* on roads, coasts, shorelines and in wetlands; and

**WHEREAS** roads and highways where *Phragmites* that are left untreated become spread vectors that continually risk new and treated wetlands and coastal shoreline areas; and

**WHEREAS** according to “Smart Practices for the Control of Invasive Phragmites along Ontario’s Roads” by the Ontario Phragmites Working Group, best road management practices for Phragmites australis include early detection, herbicide application, and cutting; and

**WHEREAS** these best management practices are most effective when used in a multi-pronged approach as opposed to when used as stand-alone control measures; and

**WHEREAS** mother nature does not recognize political boundaries. Therefore, it is imperative that Municipalities, Districts, the Province, and the Federal government work together in collaboration to eradicate Canada’s worst invasive plant species Phragmites australis;

**NOW THEREFORE BE IT RESOLVED** that Council for the Corporation of the Township of The Archipelago directs its staff to implement best management practices to promote early detection of invasive Phragmites, and to implement best management practices for invasive Phragmites, and to join the Ontario Phragmites Working Group to collaborate on the eradication of Phragmites in Ontario.

**BE IT FURTHER RESOLVED** that Council for the Corporation of the Township of The Archipelago directs staff to insert clean equipment protocols into tenders and that there is oversight that the protocols are followed; and

**BE IT FURTHER RESOLVED** that Council for the Corporation of the Township of The Archipelago requests the Ontario Ministry of Transportation to map and treat invasive Phragmites annually on all its highways; and

**BE IT FURTHER RESOLVED** that the Ontario Ministry of Transportation (MTO) communicates the strategy on mapping (detecting sites) and controlling invasive Phragmites on provincial highways, the specific highway management plans and results by each MTO region and each highway in the region and work in coordination with the Township of The Archipelago; and

**BE IT FURTHER RESOLVED** that Council for the Corporation of the Township of The Archipelago directs its staff to send this resolution to all municipalities that are part of the Georgian Bay watershed, to all municipalities in the Great Lakes watershed, to the Minister of Transportation, Christopher Balasa the Manager, Maintenance Management Office, and MPP Norman Miller.

**BE IT FINALLY RESOLVED** that Council for the Corporation of the Township of The Archipelago requests all levels of government to consider funding support to aid the Township of The Archipelago in managing invasive phragmites; and directs staff to send a copy of this resolution to the Ontario Minister of Environment, Conservation and Parks and the Minister of Environment and Climate Change Canada.

**Carried.**

June 2, 2021

*Via email: [clerks@leamington.ca](mailto:clerks@leamington.ca)*

Municipality of Leamington  
**Attention: Brenda Percy, Clerk**  
111 Erie Street North  
Leamington, ON  
N8H 2Z9

Dear Ms. Percy:

**RE: Correspondence – Municipal Freedom of Information and Protection of  
Privacy Act (MFIPPA)**

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On behalf of the Council of the Corporation of the Township of Lake of Bays, please be advised that the above-noted correspondence was presented at the last regularly scheduled meeting on June 1, 2021, and the following was passed.

**“Resolution #7(b)/06/01/21**

**WHEREAS the Council of the Corporation of the Township of Lake of Bays hereby receives the correspondence from Brenda Percy, Clerk for the Municipality of Leamington requesting support for the Ministry of Government and Consumer Services to review the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), dated May 5, 2021;**

**NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Lake of Bays hereby supports the Municipality of Leamington resolution requesting that the Ministry of Government and Consumer Services to review the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and to consider the recommendations outlined in the Municipality of Leamington's resolution;**

... 2

**Page 2**

**AND FURTHER THAT this resolution be forwarded to the Municipality of Leamington, the Ministry of Government and Consumer Services, and all Ontario municipalities.**

**Carried.”**

Sincerely,



Carrie Sykes, *Dipl. M.A., CMO, AOMC,*  
Director of Corporate Services/Clerk.  
CS/cw

**Encl.**

Copy to:

Hon. Lisa Thompson, Minister of Government and Consumer services  
All Ontario Municipalities



SENT VIA EMAIL

May 5, 2021

**Re: Advocacy for Reform  
Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)**

Please be advised that the Council of The Corporation of the Municipality of Leamington, at its meeting held Tuesday, April 27, 2021 enacted the following resolution:

**No. C-119-21**

**Re: Advocacy for Reform - MFIPPA Legislation**

BE IT RESOLVED that the Council of the Municipality of Leamington has received Clerk's Department Report LLS-15-21 regarding Advocacy for Reform of Municipal Freedom of Information and Protection of Privacy Act ("MFIPPA"); and

That that the following motion be passed in support of a request to review and reform of MFIPPA:

WHEREAS MFIPPA dates back 30 years;

AND WHEREAS municipalities, including the Municipality of Leamington, practice and continue to promote open and transparent government operations, actively disseminate information and routinely disclose public documents upon request outside of the MFIPPA process;

AND WHEREAS government operations, public expectations, technologies, and legislation surrounding accountability and transparency have dramatically changed and MFIPPA has not advanced in line with these changes;

AND WHEREAS the creation, storage and utilization of records has changed significantly, and the municipal clerk of the Municipality is responsible for records and information management programs as prescribed by the Municipal Act, 2001;

AND WHEREAS regulation 823 under MFIPPA continues to reference antiquated

technology and does not adequately provide for cost recovery, and these financial shortfalls are borne by the municipal taxpayer;

AND WHEREAS the threshold to establish frivolous and/or vexatious requests is unreasonably high and allows for harassment of staff and members of municipal councils, and unreasonably affects the operations of the municipality;

AND WHEREAS MFIPPA fails to recognize how multiple requests from an individual, shortage of staff resources or the expense of producing a record due to its size, number or physical location does not allow for time extensions to deliver requests and unreasonably affects the operations of the municipality;

AND WHEREAS the name of the requestor is not permitted to be disclosed to anyone other than the person processing the access request, and this anonymity is used by requesters to abuse the MFIPPA process and does not align with the spirit of openness and transparency embraced by municipalities;

AND WHEREAS legal professionals use MFIPPA to gain access to information launch litigation against institutions, where other remedies exist;

AND WHEREAS there are limited resources to assist administrators or requestors to navigate the legislative process;

AND WHEREAS reform is needed to address societal and technological changes in addition to global privacy concerns and consistency across provincial legislation;

BE IT RESOLVED THAT the Ministry of Government and Consumer Services be requested to review MFIPPA, and consider recommendations as follows:

1. That MFIPPA assign the municipal clerk, or designate to be the Head under the Act;
2. That MFIPPA be updated to address current and emerging technologies;
3. That MFIPPA regulate the need for consistent routine disclosure practices across institutions;
4. That the threshold for frivolous and/or vexatious actions be reviewed, and take into consideration the community and available resources in which it is applied;
5. That the threshold for frivolous and/or vexatious also consider the anonymity of requesters, their abusive nature and language in requests to ensure protection from harassment as provided for in Occupational Health and Safety Act;
6. That the application and scalability of fees be designed to ensure taxpayers are protected from persons abusing the access to information process;

7. That administrative practices implied or required under MFIPPA, including those of the Information and Privacy Commissioner, be reviewed and modernized;
8. That the integrity of MFIPPA be maintained to protect personal privacy and transparent governments.

**Carried**

Sincerely,  
Brenda M. Percy, Clerk

cc: Rick Nicholls, MPP Chatham Kent - Leamington  
Dave Epp, MP Chatham Kent - Leamington  
Minister of Consumer Services  
Information and Privacy Commissioner of Ontario  
Association of Municipalities of Ontario  
Association of Clerks and Treasurers of Ontario  
Ontario Clerks





June 3, 2021

The Honourable Doug Ford, Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, ON M7A 1Y7  
[premier@ontario.ca](mailto:premier@ontario.ca)

Via Email

Dear Premier Ford:

**Re: Resolution – Continuous Increases of Cost for Municipal Insurance**

At the Regular Council Meeting of the Township of Havelock-Belmont-Methuen Council received the resolution sent by the Municipality of Grey Highlands on January 28, 2021 in regards to the continuous increases of cost for municipal insurance and passed the following resolution:

R-047-21      Moved by Deputy Mayor Gerow  
                    Seconded by Councillor Pomeroy

That staff are hereby directed to send correspondence supporting the resolution from the Municipality of Grey Highlands regarding continuous increases of cost for municipal insurance.  
Carried.

A copy of the above noted resolution from the Municipality of Grey Highlands is attached for your reference. Your consideration of this matter is respectfully requested.

Sincerely,

*Bianca Boyington*

Bianca Boyington  
Deputy Clerk

Copy: Honourable Peter Bethlenfalvy, Minister of Finance  
Honourable Doug Downey, Attorney General of Ontario  
Dave Smith, MPP Peterborough-Kawartha  
Maryam Monsef, MP Peterborough-Kawartha  
All Ontario Municipalities

January 22, 2021

RE: Insurance Rates Resolution

Please be advised that the Council of the Municipality of Grey Highlands, at its meeting held January 20, 2021, passed the following resolution:

**2021-39**

**Moved by Tom Allwood, Seconded by Aakash Desai**

**Whereas the cost of municipal insurance in the Province of Ontario has continued to increase – with especially large increases going into 2021; and**

**Whereas Joint and Several Liability continues to ask property taxpayers to carry the lion's share of a damage award when a municipality is found at minimum fault; and**

**Whereas these increases are unsustainable and unfair and eat at critical municipal services; and**

**Whereas the Association of Municipalities of Ontario outlined seven recommendations to address insurance issues including:**

- 1. The provincial government adopt a model of full proportionate liability to replace joint and several liability.**
- 2. Implement enhancements to the existing limitations period including the continued applicability of the existing 10-day rule on slip and fall cases given recent judicial interpretations and whether a 1 year limitation period may be beneficial.**
- 3. Implement a cap for economic loss awards.**
- 4. Increase the catastrophic impairment default benefit limit to \$2 million and increase the third-party liability coverage to \$2 million in government regulated automobile insurance plans.**
- 5. Assess and implement additional measures which would support lower premiums or alternatives to the provision of insurance services by other entities such as nonprofit insurance reciprocals.**
- 6. Compel the insurance industry to supply all necessary financial evidence including premiums, claims and deductible limit changes which support its own and municipal arguments**

**as to the fiscal impact of joint and several liability.**

**7. Establish a provincial and municipal working group to consider the above and put forward recommendations to the Attorney General;**

**Now therefore be it resolved that the Council for the Municipality of Grey Highlands call on the Province of Ontario to immediately review these recommendations and to investigate the unethical practice of preferred vendors who are paid substantial amounts over industry standards, despite COVID 19 delays, as insurance premiums will soon be out of reach for many communities and**

**Be it further resolved that this motion be provided to the Honourable Doug Ford, Premier of Ontario, the Honourable Peter Bethlenfalvy, Minister of Finance, the Honourable Doug Downey, Attorney General of Ontario, the Honourable Bill Walker, MPP for Bruce - Grey - Owen Sound, and all Ontario municipalities.  
CARRIED.**

As per the above resolution, please accept a copy of this correspondence for your information and consideration.

Sincerely,



Jerri-Lynn Levitt  
Deputy Clerk  
Council and Legislative Services  
Municipality of Grey Highlands



June 3, 2021

The Honourable Doug Ford, Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, ON M7A 1Y7  
[premier@ontario.ca](mailto:premier@ontario.ca)

Via Email

Dear Premier Ford:

**Re: Resolution – Support of the Use of Automatic Speed Enforcement (Photo Radar)**

At the Regular Council Meeting of the Township of Havelock-Belmont-Methuen Council received the resolution sent by the Township of South-West Oxford on January 11, 2021 in regards to municipalities using Automatic Speed Enforcement, and passed the following resolution:

R-046-21      Moved by Councillor Pomeroy  
                      Seconded by Councillor Webb

That staff are hereby directed to send correspondence supporting the resolution from the Township of South-West Oxford regarding the use of Automatic Speed Enforcement.  
Carried.

A copy of the above noted resolution from the Township of South-West Oxford is attached for your reference. Your consideration of this matter is respectfully requested.

Sincerely,

*Bianca Boyington*

Bianca Boyington  
Deputy Clerk

Copy: Dave Smith, MPP Peterborough-Kawartha  
Maryam Monsef, MP Peterborough-Kawartha  
The Association of Municipalities of Ontario  
All Ontario Municipalities



312915 Dereham Line  
R. R. # 1, Mount Elgin, ON N0J 1N0  
Phone: (519) 877-2702; (519) 485-0477;  
Fax: (519) 485-2932  
www.swox.org

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January 11, 2021

Premier Doug Ford  
Legislative Building, Queens Park  
Toronto, ON M7A 1A1

Dear Premier Ford:

Speeding on provincial, county and municipal roadways continues to put the lives of Ontarians at risk. While we have access to several tools to help mitigate speeding traffic, the one tool that is currently not fully available to us is Automatic Speed Enforcement (ASE) (aka Photo Radar). Over the past decade, in South West Oxford the vast majority of charges laid are for drivers travelling well in excess of the posted speed limit. The cost of providing police time for something that could be done through the use of technology is disturbing to our council. The Council feels that it would be far more effective to have police concentrate on other problems such as Break and Enters, illegal drugs and domestic problems.

We need a way to address the poor behaviours and habits that are putting our citizens at risk and tying up much needed first responder resources that could be better utilized to improve the well-being of our communities. Speeding, particularly through our small villages, creates community concerns for the safety and wellbeing of our children and other vulnerable members. We need your help.

In keeping with this The Council of the Township of South-West Oxford duly moved and carried the following resolution at the regular meeting held on January 5, 2021:

*...RESOLVED that the Council of the Township of South-West Oxford provide direction to the Clerk to send a letter to the Premier, MPP Ernie Hardeman, AMO and all Ontario municipalities in support of the use of Automatic Speed Enforcement (photo radar) by municipalities.*

Please help municipalities in the Province by passing the necessary regulations for municipalities to use ASE (if they choose) that will bring about the driving behavioural changes we need.

We look forward to your help with this issue.

Yours truly,

A handwritten signature in cursive script that reads 'Mary Ellen Greb'.

Mary Ellen Greb, CAO

c.c. AMO, Honourable Ernie Hardeman, Ontario Municipalities

May 10, 2021

Via Email: [Lisa.Thompson@pc.ola.org](mailto:Lisa.Thompson@pc.ola.org)

Hon. Lisa M. Thompson  
Minister of Government and Consumer Services  
5<sup>th</sup> Floor, 777 Bay Street  
Toronto, ON M7A 2J3

Dear Hon. Thompson:

**Re: Time for Change  
Municipal Freedom of Information and Protection of Privacy Act**

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on March 1, 2021 passed the following resolution:

WHEREAS the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990 (MFIPPA) dates back 30 years;

AND WHEREAS municipalities, including the Municipality of Chatham-Kent, practice and continue to promote open and transparent government operations, actively disseminate information and routinely disclose public documents upon request outside of the MFIPPA process;

AND WHEREAS government operations, public expectations, technologies, and legislation surrounding accountability and transparency have dramatically changed and MFIPPA has not advanced in line with these changes;

AND WHEREAS the creation, storage and utilization of records has changed significantly, and the Municipal Clerk of the Municipality is responsible for records and information management programs as prescribed by the Municipal Act, 2001;

AND WHEREAS regulation 823 under MFIPPA continues to reference antiquated technology and does not adequately provide for cost recovery, and these financial shortfalls are borne by the municipal taxpayer;

AND WHEREAS the threshold to establish frivolous and/or vexatious requests is unreasonably high and allows for harassment of staff and members of municipal councils, and unreasonably affects the operations of the municipality;

AND WHEREAS the Act fails to recognize how multiple requests from an individual, shortage of staff resources or the expense of producing a record due to its size, number or physical location does not allow for time extensions to deliver requests and unreasonably affects the operations of the municipality;

AND WHEREAS the name of the requestor is not permitted to be disclosed to anyone other than the person processing the access request, and this anonymity is used by requesters to abuse the MFIPPA process and does not align with the spirit of openness and transparency embraced by municipalities;

AND WHEREAS legal professionals use MFIPPA to gain access to information launch litigation against institutions, where other remedies exist;

AND WHEREAS there are limited resources to assist administrators or requestors to navigate the legislative process;

AND WHEREAS reform is needed to address societal and technological changes in addition to global privacy concerns and consistency across provincial legislation;

BE IT RESOLVED THAT the Ministry of Government and Consumer Services be requested to review the MFIPPA, and consider recommendations as follows:

1. That MFIPPA assign the Municipal Clerk, or designate to be the Head under the Act;
2. That MFIPPA be updated to address current and emerging technologies;
3. That MFIPPA regulate the need for consistent routine disclosure practices across institutions;
4. That the threshold for frivolous and/or vexatious actions be reviewed, and take into consideration the community and available resources in which it is applied;
5. That the threshold for frivolous and/or vexatious also consider the anonymity of requesters, their abusive nature and language in requests to ensure protection from harassment as provided for in Occupational Health and Safety Act;
6. That the application and scalability of fees be designed to ensure taxpayers are protected from persons abusing the access to information process;
7. That administrative practices implied or required under the Act, including those of the IPC, be reviewed and modernized;
8. That the integrity of the Act be maintained to protect personal privacy and transparent governments.

If you have any questions or comments, please contact Judy Smith at [ckclerk@chatham-ketn.ca](mailto:ckclerk@chatham-ketn.ca)

Sincerely,

Judy  
Smith

Digitally signed by  
Judy Smith  
Date: 2021.05.10  
16:49:07 -04'00'

Judy Smith, CMO  
Director Municipal Governance  
Clerk /Freedom of Information Coordinator

c.

Lianne Rood, MP  
Dave Epp MP  
Rick Nicholls, MPP  
Monte McNaughton, MPP  
Information and Privacy Commissioner of Ontario  
Association of Municipalities of Ontario  
AMCTO Legislative and Policy Advisory Committee  
Ontario municipalities





**The Corporation of the Township of Huron-Kinloss**

P.O. Box 130  
21 Queen St.  
Ripley, Ontario  
N0G2R0

Phone: (519) 395-3735

Fax: (519) 395-4107

E-mail: [info@huronkinloss.com](mailto:info@huronkinloss.com)

Website: <http://www.huronkinloss.com>

The Honourable Patty Hajdu  
Federal Minister of Health  
House of Commons  
Ottawa, ON K1A 0A6  
[Patty.Hajdu@parl.gc.ca](mailto:Patty.Hajdu@parl.gc.ca)

June 1, 2021

Dear Honourable Patty Hajdu;

Re: Copy of Resolution #374

Motion No. 374

Moved by: Ed McGugan   Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Council hereby supports The Town of Caledon in endorsing the Federal governments initiative to adopt 988, a National three-digit suicide and crisis hotline AND further direct staff to forward a copy of this resolution to Honourable Patty Hajdu, Federal Minister of Health, the Canadian Radio-television and Telecommunications (CRTC) and all municipalities in Ontario.

Sincerely,

Kelly Lush  
Deputy Clerk

c.c Ian Scott, Chairperson and Chief Executive Officer, Canadian Radio-Television and Telecommunications Commission (CRTC), [iscott@telesat.com](mailto:iscott@telesat.com) All Ontario Municipalities



**The Corporation of the Township of Huron-Kinloss**

P.O. Box 130  
21 Queen St.  
Ripley, Ontario  
N0G2R0

Phone: (519) 395-3735

Fax: (519) 395-4107

E-mail: [info@huronkinloss.com](mailto:info@huronkinloss.com)

Website: <http://www.huronkinloss.com>

The Honourable Caroline Mulroney  
Minister of Transportation  
5th Floor, 777 Bay Street  
Toronto,  
ON M7A 1Z8  
[caroline.mulroney@pc.ola.org](mailto:caroline.mulroney@pc.ola.org)

June 1, 2021

Dear Honourable Caroline Mulroney;

Re: Copy of Resolution #373

Motion No. 373

Moved by: Jeff Elliott   Seconded by: Jim Hanna

THAT the Township of Huron-Kinloss Council hereby supports The Township of The Archipelago in requesting that the Ontario Ministry of Transportation (MTO) communicates their strategy on mapping (detecting sites) and controlling invasive Phragmites on provincial highways, the specific highway management plans and results by each MTO region and each highway in the region and work in coordination with the Township of The Archipelago to help try to manage the effect of the invasive Phragmites AND further direct staff to forward a copy of this resolution to the Ontario Minister of Transportation, the Ontario Minister of Environment, Conservation and Parks and the Minister of Environment and Climate Change Canada.

Sincerely,

Kelly Lush  
Deputy Clerk



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**The Corporation of the Township of Huron-Kinloss**

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P.O. Box 130  
21 Queen St.  
Ripley, Ontario  
N0G2R0

Phone: (519) 395-3735

Fax: (519) 395-4107

E-mail: [info@huronkinloss.com](mailto:info@huronkinloss.com)

Website: <http://www.huronkinloss.com>

c.c The Honourable Jeff Yurek, Minister of Environment, Conservation and Parks  
[jeff.yurekco@pc.ola.org](mailto:jeff.yurekco@pc.ola.org) , The Honourable Jonathan Wilkinson, Minister of Environment and  
Climate Change Canada [ec.ministre-minister.ec@canada.ca](mailto:ec.ministre-minister.ec@canada.ca) , Maryann Weaver, Municipal Clerk,  
Township of The Archipelago [mweaver@thearchipelago.on.ca](mailto:mweaver@thearchipelago.on.ca) , and All Ontario Municipalities



**The Corporation of the Township of Huron-Kinloss**

P.O. Box 130  
21 Queen St.  
Ripley, Ontario  
N0G2R0

Phone: (519) 395-3735

Fax: (519) 395-4107

E-mail: [info@huronkinloss.com](mailto:info@huronkinloss.com)

Website: <http://www.huronkinloss.com>

Honourable Doug Ford, Premier of Ontario  
Queen's Park Legislative Building  
1 Queen's Park, Room 281  
Toronto, ON M7A 1A1  
[premier@ontario.ca](mailto:premier@ontario.ca)

June 1, 2021

Dear Honourable Doug Ford;

Re: Copy of Resolution #370

Motion No. 370

Moved by: Jeff Elliott   Seconded by: Lillian Abbott

THAT the Township of Huron-Kinloss Council hereby support the Town of Cochrane and the Township of Hudson in their request that the Federal and Provincial Government includes apparatuses, training, equipment and structures for fire departments as eligible categories to any further infrastructure programs AND further direct staff to forward a copy of this resolution to the Honourable Doug Ford Premier of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Honourable Laurie Scott, Minister of Infrastructure, the Ontario Fire Marshal, Jon Pegg, the Ontario Association of Fire Chiefs, and all Ontario Municipalities.

Sincerely,

Kelly Lush  
Deputy Clerk



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**The Corporation of the Township of Huron-Kinloss**

P.O. Box 130  
21 Queen St.  
Ripley, Ontario  
N0G2R0

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c.c: Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Honourable Laurie Scott, Minister of Infrastructure, the Ontario Fire Marshal, Jon Pegg, the Ontario Association of Fire Chiefs, and all Ontario Municipalities



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June 1, 2021

Re: Copy of Resolution #371

Motion No. 371

Moved by: Ed McGugan   Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Council hereby support South Bruce Peninsula in requesting that the Province of Ontario give consideration to instituting an additional level of lottery licencing which would enable small organizations to obtain a lottery licence AND further direct staff to forward a copy of this resolution to all Ontario Municipalities and the Alcohol and Gaming Commission of Ontario.

Sincerely,

Kelly Lush  
Deputy Clerk

c.c: All Ontario Municipalities and the Alcohol and Gaming Commission of Ontario

Municipal Office  
15 Water Street  
Telephone (705) 282-2420  
Fax (705) 282-3076

Postal Box 590  
Gore Bay, Ontario  
P0P 1H0



Office of the

CAO/Clerk

May 11, 2021

Angie Cathrae  
Director of Legislative Services/ Clerk  
Town of South Bruce Peninsula  
Box 310  
315 George Street  
Wiarton, ON N0H 2T0

**Re: Lottery Licensing to Assist Small Organizations**

Please be advised that at a recent meeting held on May 10, 2021 Gore Bay Council reviewed your letter requesting support in lobbying the Ministry of the Attorney General to implement an additional level of licensing to permit small organizations to hold fundraisers that support our communities and organizations.

The Town of Gore Bay, being a small community, agrees that small organizations are the foundation of rural Ontario with their countless hours of volunteerism. We feel that they should be entitled to a lottery license if the proceeds benefit the community.

The Corporation of the Town of Gore Bay fully supports your efforts. Please find attached a certified true copy of Resolution No. 15054 indicate the Town of Gore Bay's support.

Yours truly,

Stasia Carr,  
CAO/Clerk  
Encl.  
SC/pf

CC: All Ontario Municipalities  
Ministry of Alcohol and Gaming

**THE CORPORATION OF THE TOWN OF GORE BAY**

**RESOLUTION NUMBER 15054**

**Moved by Kevin Woestenenk**

**Second by Leeanne Woestenenk**

**THAT the Town of Gore Bay send a letter of support to the Town of South Bruce Peninsula lobbying the Ministry of the Attorney General to consider an additional level of lottery licensing to assist small organizations in rural communities that do not have nonprofit or charitable status;**

**FURTHER a copy of this resolution be circulated to the Ministry for Alcohol and Gaming in Ontario and to all other Ontario municipalities. Carried**

**Carried**

**THIS IS A CERTIFIED TRUE COPY  
OF RESOLUTION NUMBER 15054  
ADOPTED BY COUNCIL ON  
May 10, 2021**



.....  
**Stasia Carr  
CAO/Clerk**





# Rideau Lakes

1439 County Road 8, Delta, ON K0E 1G0  
T. 613.928.2251 | 1.800.928.2250 | F. 613.928.3097  
[rideaulakes.ca](http://rideaulakes.ca)

At the Regular E-Meeting of the Council of The Corporation of the Township of Rideau Lakes held Monday, June 7, 2021, the following Resolution was passed:

## RESOLUTION #68-2021

Moved By: Councillor Livingston  
Seconded By: Deputy Mayor Maxwell

To pass a Resolution that;

WHEREAS at the Municipal Heritage Advisory Committee Meeting held May 20, 2021, Resolution #12-2021 was passed regarding cemetery funding;

AND WHEREAS Municipalities in Ontario have been made responsible for abandoned cemeteries within their boundaries, and are required by the *Funeral, Burial and Cremation Services Act, 2002* "to ensure that the cemetery grounds, including all lots, structures, and markers, are maintained to ensure the safety of the public and to preserve the dignity of the cemetery;

AND WHEREAS cemeteries are not only symbols of respect, preserving the memory of families, prominent citizens, and local history; some cemeteries are landmarks in themselves and hold great historical value worldwide;

AND WHEREAS preservation repairs to older cemeteries are very costly, requiring the specialized services of stonemasons and archeologists;

AND WHEREAS the care and maintenance funds of abandoned cemeteries are generally non-existent or so small as to produce insufficient annual interest to cover even the cost of lawn care at the site;

NOW THEREFORE the Council of The Corporation of the Township of Rideau Lakes hereby Urges the Government of Ontario to immediately provide funding sources for Municipalities for the ongoing maintenance and preservation repair of abandoned cemeteries in their care;

AND FURTHER that this Resolution be forwarded to the Bereavement Authority of Ontario, the Minister of Government and Consumer Affairs, the Rural Ontario Municipal Association (ROMA), and MPP Steve Clark.

Certified to be a true copy of the original

Date: June 8, 2021

Signature: M. E. Sullivan

Title: Clerk, The Corporation of the  
Township of Rideau Lakes

Carried:

Signed: Arie Hoogenboom, Mayor

**The Corporation of the Township of Southgate**  
**By-law Number 2021-094**  
**being a by-law to confirm the proceedings of the**  
**Council of the Corporation of the Township of Southgate**  
**at its regular meeting held on June 16, 2021**

Authority: Municipal Act, 2001, S.O. 2001, c.25, as amended, Sections 5 (3) and 130.

**Whereas**, the Municipal Act, 2001, S.O. 2001, c.25, as amended, Section 5 (3), provides that the jurisdiction of every Council is confined to the municipality that it represents, and its powers shall be exercised by by-law;

**And whereas**, the Municipal Act, 2001, S.O. 2001, c.25, as amended, Section 130 provides that every Council may pass such by-laws and make such regulations for the health, safety and well-being of the inhabitants of the municipality in matters not specifically provided for by this Act and for governing the conduct of its members as may be deemed expedient and are not contrary to law;

**Now therefore**, the Council of the Corporation of the Township of Southgate hereby enacts as follows:

1. **That** the action of the Council at its regular meeting held on June 16, 2021 in respect to each report, motion, resolution, or other action passed and taken by the Council at its meeting, is hereby adopted, ratified, and confirmed, as if each resolution or other action was adopted, ratified and confirmed by separate by-law.
2. **That** the Mayor and the proper officers of the Township 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** this by-law, to the extent to which it provides authority for or constitutes the exercise by the Council of its power to proceed with, or to provide any money for, any undertaking work, project, scheme, act, matter or thing referred to in subsection 65 (1) of the Local Planning Appeal Tribunal Act, 2017, S.O. 2017 Chapter 23, shall not take effect until the approval of the Local Planning Appeals Tribunal with respect thereto, required under such subsection, has been obtained.
4. **That** any acquisition or purchase of land or of an interest in land pursuant to this by-law or pursuant to an option or agreement authorized by this by-law, is conditional on compliance with Environmental Assessment Act, R.S.O. 1990, Chapter E.18.

**Read a first, second and third time and finally passed this 16<sup>th</sup> day of June 2021.**

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John Woodbury – Mayor

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Lindsey Green – Clerk