

# Township of Southgate Addendum Council Meeting Agenda

# June 7, 2023 9:00 AM Holstein Council Chambers

**Pages** 

#### 1. Call to Order

#### 2. Land Acknowledgement

As we gather, we recognize and acknowledge the traditional keepers of this land with whom we share today. The Township of Southgate is a part of the traditional territories of the Anishinaabek, Six Nations of the Grand River, Saugeen Ojibway Nation, Haudenosaunee, and Saugeen Métis. The land that surrounds us is part of who we are as it reflects our histories; may we live in peace and friendship with all its diverse people.

### 3. Open Forum - Register in Advance

If you wish to speak at Open Forum please register in advance of the meeting by email to clerks@southgate.ca

### 4. Confirmation of Agenda

Be it resolved that Council confirm the agenda as amended.

### 5. Declaration of Pecuniary Interest

### 6. Delegations & Presentations

None.

## 7. Adoption of Minutes

14 - 28

**Be it resolved that** Council approve the minutes from the May 3, 2023 Council and Closed Session meetings as presented; and **That** Council approve the minutes from the May 10, 2023 Special Council meeting as presented.

#### 8. Closed Meeting

Be it resolved that Council proceed into closed session at [TIME] in order to address matters relating to Advice that is Subject to Solicitor-Client Privilege (Sec.239(2)(f)) (Subject: Property Sale Agreement Update); and Personal Matters About an Identifiable Individual, Including Municipal or Local Board Employees (Sec 239 (2)(b)) and Labour Relations or Employee Negotiations (Sec 239 (2)(d)) (Subject: Staffing Matters); and Personal Matters About an Identifiable Individual, Including Municipal or Local Board Employees (Sec 239 (2)(b)) and Labour Relations or Employee Negotiations (Sec 239 (2)(d)) (Subject: Staffing Matters); and Personal Matters About an Identifiable Individual, Including Municipal or Local Board Employees (Sec 239 (2)(b)) and Labour Relations or Employee Negotiations (Sec 239 (2)(d)) (Subject: Staffing Matters); and That Clerk Lindsey Green, HR Manager Kayla Best and Chief Administrative Officer Dina Lundy remain in attendance as required.

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

- 8.1 Personal Matters About an Identifiable Individual, Including Municipal or Local Board Employees (Sec 239 (2)(b)) and Labour Relations or Employee Negotiations (Sec 239 (2)(d)) (Subject: Staffing Matters)
- 8.2 Personal Matters About an Identifiable Individual, Including Municipal or Local Board Employees (Sec 239 (2)(b)) and Labour Relations or Employee Negotiations (Sec 239 (2)(d)) (Subject: Staffing Matters)
- \*8.3 Personal Matters About an Identifiable Individual, Including Municipal or Local Board Employees (Sec 239 (2)(b)) and Labour Relations or Employee Negotiations (Sec 239 (2)(d)) (Subject: Staffing Matters)
  - 8.4 Advice that is Subject to Solicitor-Client Privilege (Sec.239(2)(f)) (Subject: Property Sale Agreement Update)
- 9. Reports of Municipal Officers
  - 9.1 Planner Clinton Stredwick

**Be it resolved that** Council receive Staff Report PL2023-026 for information; and

That Council consider approval of By-law 2023-050.

**That** Council consider approval of Deeming By-law 2023-056.

**That** Council direct staff register By-law 2023-056 on title of the subject lands being Lots 20 and 21 of Plan 812.

# 9.1.2 By-law 2023-050 - ZBA C4-23 Watra Residents Association

34 - 35

**Be it resolved that** by-law number 2023-050 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.

### 9.1.3 By-law 2023-056 - Deeming By-law - Watra

36 - 37

Be it resolved that by-law number 2023-056 being a by-law merging Lots 20 and 21 on Registered Plan 812, by deeming the Lots not to be lots on a registered plan of subdivision in accordance with subsection 50(4) of the Planning Act, R.S.O. 1990, c. P.13, 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.

### 9.1.4 PL2023-027-C5-23 David Gingrich

38 - 44

**Be it resolved that** Council receive Staff Report PL2023-027 for information; and **That** Council consider approval of By-law 2023-051.

## 9.1.5 By-law 2023-051 - ZBA C5-23 David Gingrich

45 - 47

**Be it resolved that** by-law number 2023-051 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.

# 9.1.6 PL2023-028-C25-22 Flato Phase 11 Redline and rezoning

**Be it resolved that** Council receive Staff Report PL2023-028 for information; and

**That** Council consider endorsing the Draft plan Redline Revisions; and

**That** Council direct staff to forward this report and the resolution on to the County of Grey, and

**That** Council consider approval of Zoning By-law 2023-054.

### 9.1.7 By-law 2023-054 - ZBA C25-22 Flato East Phase 11

74 - 76

**Be it resolved that** by-law number 2023-054 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.

#### 9.1.8 PL2023-029-Draft Provincial Policy Statement

77 - 137

**Be it resolved that** Council receive Staff Report PL2023-029 for information.

### 9.2 Chief Building Official Bev Fisher

#### 9.2.1 CBO2023-002

138 - 164

Approval of E-permitting/Tracking and Inspection Software

Be it resolved that Council receive Staff Report CBO2023-002 for information; and

That Council approve the purchase and implementation of Cloudpermit Electronic Permit and Inspection Software for the Building, By-law and Planning Department; at a cost of \$42,000 plus HST be funded from the Building Department Reserve; and That staff be authorized to purchase of BlueBeam as a companion PDF editor for the Building, By-Law and Planning staff where required at a cost of approximately \$405 plus HST per licence.

#### 9.3 Facilities Manager Kevin Green

#### 9.3.1 REC2023-004-Recreation Department Update

**Be it resolved that** Council receive Staff Report REC2023-004 for information.

#### 9.4 Treasurer Adam Mighton

# 9.4.1 FIN2023-011 Wellington County Library Board Agreement

166 - 168

Be it resolved that Council receive Staff Report FIN2023-011 Wellington County Library Board Agreement as information; and That Council consider approving By-Law 2023-053 being a by-law to authorize the signing and execution of a Public Library Services Agreement.

# 9.4.2 By-law 2023-053 - Authorizing Agreement - Library Services Agreement with Wellington County PLB

169 - 170

**Be it resolved that** by-law number 2023-053 being a by-law to authorize the signing and execution of a Public Library Services Agreement with the Wellington County Public Library Board 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.

#### 9.4.3 FIN2023-012 2023 Tax Rates

171 - 172

Be it resolved that Council receive Staff Report FIN2023-012 2023 Tax Rates as information; and That Council By-law 2023-055 being a by-law to levy and collect property taxes for the year 2023, should be considered for approval.

### 9.4.4 By-law 2023-055 - Adopt 2023 Tax Rates

173 - 175

**Be it resolved that** by-law number 2023-055 Being a by-law to levy and collect property taxes for the year 2023 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.

### 9.5 Clerk Lindsey Green

180 - 211

# 9.5.1 CL2023-014 - Saugeen Mobility and Regional Transit Membership Update and Recommendation

**Be it resolved that** Council receive Staff Report CL2023-014 for information; and

That Council direct staff to notify the Saugeen Mobility and Regional Transit Board of Southgate Township's commitment to their service and that Southgate intends on remaining a municipal partner moving forward.

#### 9.5.2 CL2023-015 - Grey County Paramedic Services Emergency Tiered and Tripartite Response Agreement Amendment/Extension

**Be it resolved that** Council receive Staff Report CL2023-015 for information; and

**That** Council consider approval of By-laws 2023-057, 2023-058, and 2023-059 to enter into amending agreements with the Municipality of West Grey, Municipality of Grey Highlands and the County of Grey, as presented for emergency response.

### 9.5.3 By-law 2023-057 - Grey Highlands, Grey County, Southgate Tripartite Emergency Response Amending Agreement

212 - 214

Be it resolved that by-law number 2023-057 being a by-law to authorize a tripartite emergency response amending agreement between the Corporation of the Municipality of Grey Highlands, the Corporation of the County of Grey 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.

# 9.5.4 By-law 2023-058 - West Grey, Grey County, Southgate 215 - 217 Tripartite Emergency Response Amending Agreement

Be it resolved that by-law number 2023-058 being a by-law to authorize a tripartite emergency response amending agreement between the Corporation of the Municipality of West Grey, the Corporation of the County of Grey 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.

# 9.5.5 By-law 2023-059 - Grey County, Southgate Tiered Emergency Response Amending Agreement

Be it resolved that by-law number 2023-059 being a by-law to authorize a tiered emergency response amending agreement between the Corporation of the Corporation of the County of Grey 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.

# 9.5.6 CL2023-016 - Holstein Agro Expo and Rodeo Event Support Request

221 - 222

**Be it resolved that** Council receive Staff Report CL2023-016 for information; and

**That** Council supports the Holstein Agro Expo and Rodeo Annual Event being held on June 30<sup>th</sup> and July 1<sup>st</sup>, 2023, at 143336 Southgate Road 14, Holstein, Ontario; and

That Council deem the Holstein Agro Expo and Rodeo as a municipally significant event and supports the Holstein Agro Expo and Rodeo committee in obtaining a Special Occasions Permit through the Alcohol and Gaming Commission of Ontario.

### 9.6 Public Works Manager Jim Ellis

# 9.6.1 PW2023-024 MWA 2023 Spring Workshop and Recommendation

Whereas the Honourable Minister of the Environment, Conservation and Parks, Jeff Yurek issued policy direction letters on August 15, 2019, and as amended April 3, 2020, to the Resource Productivity and Recovery Authority requesting that CIF submit recommendations for a wind up plan and to end the CIF as soon as practical prior to December 31, 2025; and Whereas RPRA approved the CIF Windup Plan on December 22, 2020, for CIF to wind up operations by December 31, 2023;

Therefore, be it resolved that the Council of the Corporation of Southgate request that CIF continue to assist, support and provide guidance to municipalities and First Nations communities with the Blue Box transition and non-eligible sources bridging ICI options for collections; and

That the Minister reconsider extension of the CIF services and agreements, beyond 2023; and That this resolution be circulated to the Association of Municipalities of Ontario (AMO), Ontario Big City Mayors (OBCM), and all Ontario municipalities for support to pass similar resolutions and be forwarded to the Resource Productivity and Recovery Authority (RPRA) Chief Executive Officer, Frank Denton, the Ministry of the Environment, Conservation and Parks, the Office of the Premier of Ontario, MP Alex Ruff, and MPP Rick Byers.

# 9.6.2 PW2023-025 Melancthon Southgate Townline Stop Sign 228 - 231 Recommendation

Be it resolved that Council receive Staff Report PW2023-025 for information; and That Council consider approval of By-law 2023-052 to install a stop sign on the Melancthon / Southgate Townline as recommended.

### 9.6.3 By-law 2023-052 - Stop Sign Approval - Melancthon-Southgate Townline (east of Melancthon 4th Line SW and Southgate 71 Intersection)

Be it resolved that by-law number 2023-052 being a by-law to provide for the erecting of a stop sign at an intersection 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.

#### 9.7 Chief Administrative Officer Dina Lundy

9.7.1 CAO2023-007-Planning and Development services and 233 - 234 Recruitment

Be it resolved that Council receive staff report CAO2023-008 for information; and That Council direct staff to proceed with an executive search with Legacy Partners for the Manager of Planning and Development, at a cost of \$19,000.

#### \*9.8 HR Manager Kayla Best

\*9.8.1 HR2023-009 – Payroll & AP Administrator

235 - 244

Be it resolved that Council receive Staff Report HR2023-009 for information; and That Council approve the updates to the Payroll and Accounts Payable job description; and That Council approve the update Payroll and Accounts Payable Administrator position to be placed into pay band 11 of the Southgate Employee Pay Grid.

### 10. By-laws and Motions

10.1 By-law 2023-060 - Appoint Treasurer - Adam Mighton

245

**Be it resolved that** by-law number 2023-060 being a by-law to appoint a Treasurer for 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.

# 10.2 By-law 2023-061 - Appoint By-law Enforcement Officer - Ken Nadalin

Be it resolved that by-law number 2023-061 being a by-law to appoint a Municipal Bylaw Enforcement Officer for the Township of Southgate in accordance with Section 15 of The Police Services Act RSO 1990 Chapter 10 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.

#### 11. Notice of Motion

None

#### 12. Consent Items

#### 12.1 Regular Business (for information)

**Be it resolved that** Council approve the items on the Regular Business consent agenda dated June 7, 2023 (save and except items \_\_\_\_\_) and direct staff to proceed with all necessary administrative actions.

12.1.1	FIRE2023-006-Fire Department First Quarter Report	247 - 252
12.1.2	PW2023-023 Department Report	253 - 254
12.1.3	Librarian CEO Report 2023-05-18	255
12.1.4	OGRA 2023 Conference Report - Deputy Mayor Dobreen	256 - 258
12.1.5	2023-03-13 Community Fund Management Committee Meeting Minutes	259 - 262
12.1.6	2023-04-26 Committee of Adjustment Minutes	263 - 269
12.1.7	2023-04-26 Public Planning Minutes	270 - 273

#### 12.2 Correspondence (for information)

Be it resolved that Council receive the items on the Correspondence consent agenda dated June 7, 2023 (save and except items \_\_\_\_\_) as information.

	12.2.1	GRCA Correspondence - April 28, 2023 GM Summary - received April 29, 2023		274
	12.2.2	Durham Hospital Foundation - Request for Funding - received May 2, 2023	275 -	276
	12.2.3	Enbridge Gas Correspondence - Locate Charge Update - received May 3, 2023		277
	12.2.4	GRCA Correspondence - Summary of the General Membership Meeting - May 26, 2023	278 -	279
	12.2.5	2023 OSAA Call for Nominations - received May 17, 2023	280 -	281
	12.2.6	Saugeen Mobility and Regional Transit Annual Letter - received May 18, 2023	282 -	283
	12.2.7	FCM Correspondence - Annual Conference Summary - received May 30 2023	284 -	288
	12.2.8	Grey Bruce Elder Abuse Prevention Network - Request for Proclamation - received May 30, 2023	289 -	291
	12.2.9	Dundalk Pride Parade 2023 Information and Invitation		292
*1	.2.2.10	Municipality of Grey Highlands - Multi-Municipal Long Term Care Working Group - Capacity Expansion - Request for Interest of the Township	293 -	298
12.3	Resolut	ions of Other Municipalities (for information)		
	of othe	solved that Council receive the items on the Resolutions r Municipalities consent agenda dated June 7, 2023 nd except items) as information.		
	12.3.1	Town of Orangeville - Response to Bill 5 - Stopping Harassment and Abuse by Local Leaders Act - received May 1, 2023		299
	12.3.2	Municipality of Port Hope - Support of Bill 5 - received May 3, 2023		300
	12.3.3	Township of Carlow - Resolution of Support for Reducing Municipal Insurance Costs - received May 3, 2023	301 -	302

12.3.4	Perth County - Support School Bus Stop Arm Cameras - received May 5, 2023	303 - 307
12.3.5	Municipality of West Grey - Resolution Letter Re Municipalities Retaining Surplus Proceeds from Tax Sales - received May 8, 2023	308 - 309
12.3.6	City of Cambridge Resolution - Highway Traffic Act Changes - received May 9, 2023	310 - 31:
12.3.7	Township of Perth South - Use of Long-Term Care Funding to Support Community Care Services - received May 10, 2023	312 - 313
12.3.8	Township of Lincoln - Municipal Heritage Register - received May 10, 2023	314 - 315
12.3.9	Municipality of Tweed - Insurance Costs Council Resolution - received May 12, 2023	316
12.3.10	Municipality of Tweed - Pole Infrastructure Resolution - received May 12, 2023	317
12.3.11	The Municipality of Wawa - Support of Bill 5 - received May 18, 2023	318
12.3.12	Municipality of Casselman - Bill 5 Letter of Support - received May 18, 2023	319
12.3.13	The Municipality of Wawa - Elections Privacy of Candidates - received May 18, 2023	320 - 32:
12.3.14	The Municipality of Wawa - School Bus Stop Arm Cameras - received May 19, 2023	322 - 323
12.3.15	Municipality of West Grey - Support for School Bus Stop Arm Cameras - received May 23, 2023	324 - 326
12.3.16	The Township of Johnson - Support of Bill 5 - received May 26, 2023	327
12.3.17	City of Pickering - Use of Long-Term Care Funding to Support Community Care Services - received May 29, 2023	328 - 330
12.3.18	Lanark County - Paramedic Safety Resolution - received May 30, 2023	33:

#### 12.4 Closed Session (for information)

None

#### 13. County Report

https://www.grey.ca/council

### 14. Members Privilege - Good News & Celebrations

### 15. Confirming By-law

Be it resolved that by-law number 2023-062 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 7, 2023 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.

#### 16. Adjournment

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

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# Township of Southgate Minutes of Council Meeting

May 3, 2023 9:00 AM Holstein Council Chambers

Members Present: Mayor Brian Milne

Deputy Mayor Barbara Dobreen

Councillor Jason Rice Councillor Jim Ferguson Councillor Martin Shipston

Councillor Joan John

Councillor Monica Singh Soares

Staff Present: Dina Lundy, CAO

Lindsey Green, Clerk

Jim Ellis, Public Works Manager

Terri Murphy, Economic Development Officer

Clinton Stredwick, Planner

Aakash Desai, Asset Management Coordinator and

Financial Analyst

Elisha Milne, Legislative Assistant

#### 1. Call to Order

Mayor Milne called the meeting to order at 9:01 AM.

### 2. Land Acknowledgement

As we gather, we recognize and acknowledge the traditional keepers of this land with whom we share today. The Township of Southgate is a part of the traditional territories of the Anishinaabek, Six Nations of the Grand River, Saugeen Ojibway Nation, Haudenosaunee, and Saugeen Métis. The land that surrounds us is part of who we are as it

reflects our histories; may we live in peace and friendship with all its diverse people.

Council recessed at 9:02 AM due to technical difficulties and returned at 9:07 AM.

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

No members of the public spoke at open forum.

#### 4. Confirmation of Agenda

No. 2023-193

**Moved By** Councillor Rice **Seconded By** Councillor Shipston

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

Carried

### 5. Declaration of Pecuniary Interest

Deputy Mayor Dobreen declared a pecuniary of interest on Closed Session Item 14.1 Advice that is subject to solicitor-client privilege (Sec.239(2)(f)) (Subject: Property Sale Agreement Update) from the April 20, 2023, Council meeting.

### 6. Delegations & Presentations

# 6.1 Saugeen Mobility and Regional Transit Presentation - Stephan Labelle, Manager

No. 2023-194

**Moved By** Deputy Mayor Dobreen **Seconded By** Councillor Shipston

**Be it resolved that** Council receive the SMART presentation for information.

Carried

### **7.** Adoption of Minutes

No. 2023-195

**Moved By** Councillor John **Seconded By** Councillor Ferguson

**Be it resolved that** Council approve the minutes from the April 20, 2023 Council and Closed Session meetings as presented.

**Carried** 

#### 8. Reports of Municipal Officers

#### 8.1 Public Works Manager Jim Ellis

### 8.1.1 PW2023-021 Dundalk 2023 Reserve Capacity

Councillor Shipston moved the following motion.

No. 2023-196

**Moved By** Councillor Shipston **Seconded By** Councillor Rice

**Be it resolved that** Council waive procedure to allow for Dustin Lyttle from Triton Engineering Services Limited to speak.

**Carried** 

No. 2023-197

**Moved By** Councillor John **Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report PW2023-021 for information; and

**That** Council approve the recommendations for the endorsement of the report for the Dundalk Water and Sewage Treatment Reserve Capacity as prepared by Triton Engineering Services Ltd; and

**That** Council approves these reports to be forwarded to the Ministry of Environment, Conservation and Parks (MECP) District Office in Owen Sound and the Grey County Planning Department for their review and comment on the

Dundalk Water and Sewage Treatment Reserve Capacity 2023 calculations.

**Carried** 

# 8.1.2 PW2023-019 Waste Collection Truck Purchase Approval

No. 2023-198

**Moved By** Councillor Ferguson **Seconded By** Councillor John

**Be it resolved that** Council receive Staff Report PW2023-019 for information; and

**That** Council approve to award the purchase order approval from Joe Johnson Equipment for a 2024 Freightliner M2-106 chassis with automated Labrie body for a total price of \$423,124.55 plus HST; and **That** Council approves committing \$423,125 for this capital purchase in the 2024 Waste Resources and Diversion Management Capital Budget.

**Carried** 

### 8.2 Clerk Lindsey Green

## 8.2.1 CL2023-012-Dundalk Agricultural Society Land Use Agreement – Sports Field Lands

No. 2023-199

**Moved By** Councillor Rice **Seconded By** Councillor Ferguson

**Be it resolved that** Council receive Staff Report CL2023-012 for information; and

**That** Council consider approval of By-law 2023-044 being a by-law to enter into a land use agreement with the Dundalk Agricultural Society for use of their sports field lands.

# 8.2.2 By-law 2023-044 - Dundalk Agricultural Society Land Use Agreement - Sports Fields

No. 2023-200

**Moved By** Deputy Mayor Dobreen **Seconded By** Councillor John

**Be it resolved that** by-law number 2023-044 being a by-law to authorize an agreement between the Dundalk Agricultural Society 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.

Carried

# 8.2.3 CL2023-013- Southgate Affordable-Attainable Housing Committee – Terms of Reference Updates

No. 2023-201

**Moved By** Councillor Ferguson **Seconded By** Councillor John

**Be it resolved that** Council receive Staff Report CL2023-013 for information; and

**That** Council approve the updates to the Affordable-Attainable Housing Committee Terms of Reference document as presented.

Carried

#### 8.3 Planner Clinton Stredwick

#### 8.3.1 PL2023-022-C3-23 Sidney and Susie Hoover

No. 2023-202

**Moved By** Councillor Shipston **Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report PL2023-022 for information; and **That** Council consider approval of By-law 2023-047.

**Carried** 

# 8.3.2 By-law 2023-047 - ZBA C3-23 Sidney and Susie Hoover

No. 2023-203

**Moved By** Councillor John **Seconded By** Councillor Shipston

**Be it resolved that** by-law number 2023-047 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.

**Carried** 

# 8.3.3 PL2023-023-C1-23 Norman Martin and Salome Martin

No. 2023-204

**Moved By** Councillor Ferguson **Seconded By** Councillor John

**Be it resolved that** Council receive Staff Report PL2023-023 for information; and

**That** Council consider approval of By-law 2023-045.

**Carried** 

# 8.3.4 By-law 2023-045 - ZBA C1-23 Norman and Saloma Martin

No. 2023-205

**Moved By** Councillor Rice **Seconded By** Councillor Singh Soares

**Be it resolved that** by-law number 2023-045 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.

Carried

#### 8.3.5 PL2023-024-C2-23 NJM Machine Inc

No. 2023-206

**Moved By** Deputy Mayor Dobreen **Seconded By** Councillor Ferguson

**Be it resolved that** Council receive Staff Report PL2023-024 for information; and **That** Council consider approval of By-law 2023-046.

**Carried** 

### 8.3.6 By-law 2023-046 - ZBA C2-23 NJM Machine Inc

No. 2023-207

**Moved By** Councillor Ferguson **Seconded By** Councillor Singh Soares

**Be it resolved that** by-law number 2023-046 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.

**Carried** 

#### 9. By-laws and Motions

None.

#### 10. Notice of Motion

None.

#### 11. Consent Items

#### 11.1 Regular Business (for information)

No. 2023-208

**Moved By** Councillor Shipston **Seconded By** Councillor Ferguson

**Be it resolved that** Council approve the items on the Regular Business consent agenda dated May 3, 2023 and direct staff to proceed with all necessary administrative actions.

**Carried** 

- 11.1.1 PW2023-020 Good Roads 2023 Conference Report
- 11.1.2 PW2023-022 Department Report
- 11.1.3 Librarian CEO Report 2023-04-20
- 11.1.4 Southgate Ruth Hargrave Memorial Library Annual Report
- 11.1.5 SG Resolution of Support 2023-184 Bill 5
- 11.1.6 2023-04-04 Affordable Attainable Housing Advisory Committee Meeting Minutes
- 11.1.7 2023-03-22 Committee of Adjustment Minutes
- 11.1.8 2023-03-22 Public Planning Minutes
- 11.2 Correspondence (for information)

No. 2023-209

**Moved By** Deputy Mayor Dobreen **Seconded By** Councillor John

**Be it resolved that** Council receive the items on the Correspondence consent agenda dated May 3, 2023 as information.

**Carried** 

- 11.2.1 Source Water Protection Committee November 25, 2022 Approved Minutes received
  April 17, 2023
- 11.2.2 Municipal Property Assessment Corporation 2022 Annual Report received April 27, 2023
- 11.2.3 Conservation Ontario Correspondence Webinar Recording Next Steps for Conservation
  Authorities and Municipalities received April 28,
  2023
- 11.3 Resolutions of Other Municipalities (for information)

No. 2023-210

**Moved By** Councillor Ferguson **Seconded By** Councillor John

**Be it resolved that** Council receive the items on the Resolutions of other Municipalities consent agenda dated May 3, 2023 as information.

**Carried** 

- 11.3.1 Township of Mulmur and County of Dufferin Resolutions Bill 5 received April 24, 2023
- 11.3.2 Town of Cochrane Resolution Barriers for Women in Politics April 25, 2023
- 11.3.3 The Town of Blue Mountains Bill 5 received April 26, 2023
- 11.3.4 Municipality of Shuniah Enbridge Gas Resolution - received April 25, 2023
- 11.4 Closed Session (for information)

None.

#### 12. County Report

Deputy Mayor Dobreen reviewed the highlights from the most recent County Council meeting. More information can be found here.

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

Councillor John noted that Elect Her Now will be holding a Mix n Mingle event on Tuesday May 30th at the Grey Roots Museum.

Councillor Singh Soares mentioned that the Dundalk Dance Association will be having their first square dancing lesson on May 8 also that Mother's Day is coming up in May. The month of May is also Asian Heritage month, and the official date is May 5 and throughout the month there will be many diverse cultures and achievements mentioned and she encouraged everyone to continue supporting Diversity, Equity and Inclusion in the community. Councillor Singh Soares also noted that the South Grey Chambers of Commerce held their Home and Garden show was this past weekend and thanked the committee on all their hard work done on the successful event.

Deputy Mayor Dobreen mentioned that the Warden's breakfast was an extremely successful event and Economic Development Officer Terri Murphy extended her thanks to everyone involved in running the event.

#### 14. Closed Meeting

No. 2023-211

**Moved By** Councillor Ferguson **Seconded By** Councillor Shipston

**Be it resolved that** Council proceed into Closed Session at 10:09 AM in order to address matters related to Labour Relations or Employee Negotiations (Sec. 239(2)(d)) (Subject: Treasurer Position), Proposed or Pending Acquisition or Disposition of Land (Sec. 239(2)(c)) (Subject: Purchase and sale agreement update); and **That** Clerk Lindsey Green and Chief Administrative Officer Dina Lundy remain in attendance as required.

Carried

Council recessed at 10:10 AM and returned at 10:16 AM.

No. 2023-213

**Moved By** Deputy Mayor Dobreen **Seconded By** Councillor Ferguson

Be it resolved that Council come out of Closed Session at 10:51 AM.

Carried

Council recessed at 10:51 AM and returned at 10:53 AM.

#### 15. Confirming By-law

No. 2023-214

**Moved By** Councillor Ferguson **Seconded By** Councillor Rice

**Be it resolved that** by-law number 2023-048 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 May 3, 2023 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** 

### 16. Adjournment

No. 2023-215

**Moved By** Councillor Singh Soares **Seconded By** Councillor John

**Be it resolved that** Council adjourn the meeting at 10:53 AM.

Carried	
Mayor Brian Milne	
Clerk Lindsey Green	



# Township of Southgate Minutes of Special Council Meeting

May 10, 2023 10 AM Frank Mcintrye Building - Dundalk

Members Present: Mayor Brian Milne

Deputy Mayor Barbara Dobreen

Councillor Jason Rice Councillor Jim Ferguson Councillor Martin Shipston

Councillor Joan John

Councillor Monica Singh Soares

Staff Present: Dina Lundy, Chief Administrative Officer

Lindsey Green, Clerk

Jim Ellis, Public Works Manager Bev Fisher, Chief Building Official Kevin Green, Recreation Manager

Lacy Russell, Librarian CEO Derek Malynyk, Fire Chief

Terri Murphy, Economic Development Officer

Clinton Stredwick, Planner Kayla Best, HR Manager

Elisha Milne, Legislative Assistant Holly Malynyk, Legislative Assistant

#### 1. Call to Order

Mayor Milne called the meeting to order at 10:00AM.

#### 2. Confirmation of Agenda

No. 2023-216

**Moved By** Councillor Rice **Seconded By** Councillor Ferguson

Be it resolved that Council confirm the agenda as amended.

Carried

### 3. Declaration of Pecuniary Interest

No one declared a pecuniary interest related to any item on the agenda.

#### 4. Closed Meeting

No. 2023-217

**Moved By** Councillor Shipston **Seconded By** Councillor John

**Be it resolved that** Council proceed into Closed Session at 10:01AM in order to address matters related to an Education or Training Session (Sec 239(3.1)) (Subject: Council and Staff Relations Training); and **That** the Senior Management Team remain in attendance, as required.

**Carried** 

Councillor Singh Soares arrived to the meeting at 10:06AM.

Council recessed at 11:35AM and returned at 11:45AM.

Recreation Manager Kevin Green left the meeting at 11:35AM and did not return.

Council recessed at 12:04PM and returned at 12:27PM.

Councillor Singh Soares moved the following motion.

No. 2023-219

**Moved By** Councillor Singh Soares **Seconded By** Deputy Mayor Dobreen

Be it resolved that Council proceed past 1:00PM.

**Carried** 

No. 2023-220

**Moved By** Deputy Mayor Dobreen **Seconded By** Councillor Shipston

Be it resolved that Council come out of Closed Session at 2:01PM.

**Carried** 

#### 5. Reports of Municipal Officers

#### 5.1 Fire Chief Derek Malynyk

#### 5.1.1 FIRE2023-005-Tanker Tender

No. 2023-221

**Moved By** Councillor Ferguson **Seconded By** Councillor Rice

Fire Department reserves.

**Be it resolved that** Council receive Staff Report FIRE2023-005 for information; and **That** Council award the One New Four Door Tanker Request for Tender to Fort Garry Fire Trucks in the amount of \$536,325.00 plus HST; and **That** \$301,837 be funded from the general levy as indicated in the 2023 budget, and the balance from the

**Carried** 

### 6. Confirming By-law

No. 2023-222

**Moved By** Councillor Singh Soares **Seconded By** Councillor Shipston

**Be it resolved that** by-law number 2023-049 being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Southgate at its special meeting held on May 10, 2023 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.

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No. 2023-223

**Moved By** Councillor Rice **Seconded By** Councillor Singh Soares

**Be it resolved that** Council adjourn the meeting at 2:03PM.

Carried	
Mayor Brian Milne	
Clerk Lindsev Greer	

# **Township of Southgate Administration Office**

185667 Grey Road 9, RR 1 Dundalk, ON N0C 1B0



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Web: www.southgate.ca

### Staff Report PL2023-026

Title of Report: PL2023-026-C4-23 Watra Residents

Department: Planning Council Date: June 7, 2023

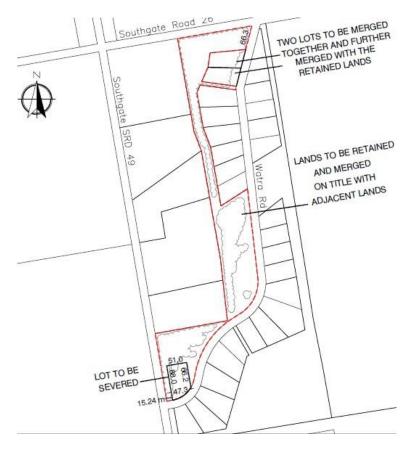
#### **Recommendation:**

**Be it resolved that** Council receive Staff Report PL2023-026 for information; and **That** Council consider approval of By-law 2023-050.

That Council consider approval of Deeming By-law 2023-056.

**That** Council direct staff register By-law 2023-056 on title of the subject lands being Lots 20 and 21 of Plan 812.

Property Location: Con 21 Pt Lot 11, Registered Plan 812 Lot 20 and 21 and BLK 29



#### **Subject Lands:**

The property is legally described as CON 21, Pt Lot 11, Plan 812 BLK 29, Watra Road, Geographic Township of Egremont. There is no civic address assigned.

The parcel is approximately 6.47 ha (16 acres) with frontage on Watra Road and Southgate Sideroad 49.

**The Purpose** of the zoning bylaw amendment is to implement the severance of a 0.4 hectare parcel that is currently zoned Open Space (OS). The proposed Zoning By-law Amendment would change these lands to Residential Type 6 Exception (R6-540). The exception provisions would reduce the minimum lot area and frontage requirements from 0.8 hectares and 100 metres to 0.4 hectares and 47.3 meters respectively. The retained parcel is zoned Open Space (OS) and Environmental Protection (EP) and will remain zoned as such. Lots 20 and 21 are currently zoned Environmental Protection (EP), with some Residential Type 6 (R6) zoning along the front portions of these two parcels. The "R6" zoned area will be changed to Open Space (OS). No development or site alteration will be permitted on these lands or on the retained parcel which will merge with these lands.

**The Effect** of the zoning by-law amendment is to change the zone simple on the severed lands from Open Space (OS) to R6 exception (R6-540) to recognise the new lot and allow for the construction of a house and accessory building. The retained lands will merge with Lot 20 and 21 of Plan 812 and the Zoning on lot 20 and 21 will be changed from Residential Type 6 (R6) to Open Space (OS). The EP boundary may be adjusted based on Conservation Authority Comments.

A Deeming By-law is also required to merge lots 20 and 21 and deem them not to be lots so that they can be merged with the retained lands following the consent. This will have the effect of reducing the overall number of lots within the subdivision by 1 once the severance is complete. This by-law is to address a condition of consent B3-23 to merge the lots with the retained parcel.

#### **Background**

The Committee of Adjustment Hearing was held on April 26,2023 at 9am. Supporting documents and the decision are available on the website at the following link:

https://www.southgate.ca/en/municipal-services/planning-applications-public-notices.aspx#B3-23-Watra-Residents-Association-C4-23-

A Public meeting was held in the Holstein Council Chambers on April 26, 2023 at 1pm. Supporting documents and comments posted on the website are available at:

https://www.southgate.ca/en/municipal-services/planning-applications-public-notices.aspx#C4-23-Watra-Residents-Association-B3-23-

The comments received include:

The public works department indicates that a safe access can be provided and that the road is a rural asphalt standard. No road widening is requested.

The County of Grey staff indicate that County Planning staff have no concerns with the subject application.

The SVCA indicate the proposal is generally acceptable to SVCA staff.

One comment was received from a member indicating that the ownership of Blk 29 was not inclusive to include all the residents of the Watra Association.

#### Staff Comments:

The comments from the public were discussed but ultimately it is not a planning issue as the ownership of Blk 29 has been established and the committee is not the correct forum to challenge the ownership of Blk 29.

#### **Financial Considerations:**

The Township will have an increase in assessment if the newly created lot is built upon however, it will also be losing the taxes from the two vacant lots that will be deemed.

#### **Policy Review:**

#### **The Provincial Policy Statement**

Staff reviewed this application based on the Planning Act, the Provincial Policy Statement (PPS), Southgate Official Plan and the Zoning By-law.

The applicants planning consultant Ron Davidson has prepared a planning justification outlining how the proposal conforms to policy. For the PPS he states:

"The Provincial Policy Statement (PPS) allows for limited lot creation on rural lands. The PPS also allows for development on private services where municipal or communal services are not available provided the site conditions are suitable over the long term. In this regard, the 0.4 hectare lot should be of ample size to accommodate a private septic system and well. There are no known soil or water issues within this existing subdivision.

Furthermore, the PPS protects natural heritage features from development. As explained above, however, all of the natural features existing on the site are located at the north end of the property and not in close proximity to the severed parcel.

Lastly, the PPS also promotes areas of known aggregate to be protected for possible future extraction. As noted earlier, the subject lands are recognized as having a potential sand and/or gravel deposit, however, establishing a licensed pit on this particular lands would generally represent poor land use planning given the large number and proximity of residential dwellings within the immediate vicinity.

Based on the above, the proposal should be deemed consistent with the PPS."

The Township of Southgate agrees with this assessment of conformity with the Provincial Policy Statement that the proposal is consistent with the Provincial Policy Statement.

#### The County Official Plan and Township of Southgate Official Plan

The County and Township official Plan designates the lands as Rural and Hazard lands. The portion to be severed is entirely within the rural lands designation.

The Applicants consultant has again reviewed the policies of the County and Township Official plans with respect to the Rural designation as follows:

"The 'Rural' policies limit lot creation to a four lots per original 40 hectare Crown-surveyed parcel. Previous versions of the Official Plan, however, gave consideration to Plans of Subdivisions within the 'Rural' designation, which explains the large number of lots that have been created from the original 40 hectare parcel known as Lot 11, Concession 21, Egremont Township. The current policies would not allow for any additional parcels to be created, and therefore in order to create the severed parcel, the retained lands must be merged on title with another lot. Since Lots 20 and 21 are undevelopable, the Association decided to acquire those two parcels for the purposes of being able to merge the retained parcel with those lots. This lot addition will actually reduce the overall number of parcels created within Lot 11, Concession 21 by one.

With regard to lot size, the 'Rural' policies required new lots to be at least 0.8 hectares in size; however, a reduced lot area may be considered in the case of lot line adjustments provided both the severed and retained parcels are at least 0.4 hectares in size. The proposal is consistent with this policy. Creating a larger lot was discussed during preconsultation; however, it was agreed by all parties that including 'EP' zone lands with the severed parcel for the purposes of reaching a larger lot area didn't have any merit. The majority of the subject lands is identified on Schedule B as 'Aggregate Resource Area'. The intent the Official Plan is to protect these lands from development for possible future sand and gravel extraction. The creation of non-farm lots is generally not allowed within the 'Aggregate Resource Area'; however, in this particular situation, the establishment of a license pit would not be feasible given the large number of residential lots that exist within this subdivision and, frankly, would represent bad land use planning. This issue was discussed during the preconsultation exercise with the Township and County Planning Departments, and it was agreed that the 'Aggregate Resource Area' policies should not interfere with the intended development.

Schedule C identifies the north portion of the subject lands as 'Natural Heritage System Linkage'. The creation of new non-farm lots is generally prohibited within this constraint area. Given that the new lot will be created at the south of the property and well beyond the 'Natural Heritage System Linkage' area, the proposal would not conflict with this natural heritage policy.

Schedule B places the north portion of the subject property within the 'Significant Valleyland' and 'Significant Woodland' constraint areas. A small area is also shown as 'Other Wetlands'. These lands will be protected from any development and site alteration as a result of the Zoning By-law Amendment and therefore the severance of a lot at the south end of the property will conform with all applicable natural heritage policies.

Based on the foregoing, it is apparent that the proposed severance conforms with the Grey County Official Plan.

The Township of Southgate Official Plan mirrors the Grey County Official with regard to mapping and the associated policies listed above. It is evident that the proposal also conforms with the local Official Plan."

The Township of Southgate concurs with above policy review and agrees that the proposal is consistent with the Policies of the County and Township Official Plans.

#### **Zoning**

Currently the subject lands are zoned as Open Space and EP. The retained lands will remain zoned as Open Space and EP. The 0.4 hectare parcel to be severed is currently zoned Open Space (OS). The proposed Zoning By-law Amendment would change these lands to Residential Type Six exception (R6-XXX). The exception provisions would reduce the minimum lot area and frontage requirements from 0.8 hectares and 100 metres to 0.4 hectares and 47.43 hectares respectively. The construction of a house and accessory building would be allowed under the new zoning.

Lots 21 and 22 are currently zoned mostly Environmental Protection (EP), with some Residential Type Six (R6) zoning along the front portions of these two parcels. The (R6) zoned area will be changed to 'OS'. No development or site alteration will be permitted on these lands or on the retained parcel which will merge with these lands.

#### Conclusions

Based on the above policy review and the information provided and comments received, the proposal is consistent with the Policies of the Provincial Policy Statement, The County of Grey Official Plan, The Township of Southgate Official Plan. The proposed zoning by-law amendment should therefore be approved and is considered appropriate for the area and good land use planning.

Respectfully Submitted,

Municipal Planner: \_\_\_\_\_ Original Signed By

Clinton Stredwick, BES, MCIP, RPP

CAO Approval: Original Signed By

Dina Lundy, CAO

Attachments:

# The Corporation of the Township of Southgate By-law Number 2023-050

# Being a By-law to amend Zoning By-law No. 19-2002, of the Township of Southgate

**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 "3" to Zoning By-law No. 19-2002 is hereby amended by changing the zone symbol on a portion of the lands described as CON 21 Pt lot 11, plan 812 BLK 29 and Lots 20 and 21, geographic Township of Egremont, in the Township of Southgate and shown on Schedule "A", affixed hereto, from Open Space (OS) and residential Type 6 (R6) to Open Space (OS) and Residential Type 6 exception (R6-540).
- 2. Section 33.540 to By-law No. 19-2002 is hereby amended by adding the following:

Notwithstanding the provisions of Sections 13.2 (a) and (b) or any other provisions to the contrary, the land zoned R6-540 shall be subject to the following additional regulations:

- a) Minimum Lot Area shall be 0.4 ha
- b) The minimum Lot frontage shall be 47m
- 3. Schedule "A" and all other notations thereon are hereby declared to form part of this by-law; and
- 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.

<b>Read</b> a first, second, and third time and fin	hally passed this $/^{\rm th}$ day of June 20.	23.
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Brian Milne – Mayor
Lindson Croon Cloub
dsey Green – Clerk

#### **Explanatory Note**

This by-law applies only to those lands described as CON 21 Pt Lot 11, Plan 812 BLK 29 and Lots 20 and 21, geographic Township of Egremont, in the Township of Southgate. The proposed and effect of the Zoning By-law Amendment is to implement a consent by changing these lands to Residential Type 6 Exception (R6-540). The exception provisions would reduce the minimum lot area and frontage requirements from 0.8 hectares and 100 metres to 0.4 hectares and 47.3 meters respectively. The retained parcel is zoned Open Space (OS) and Environmental Protection (EP) and will remain zoned as such. Lots 20 and 21 are currently zoned Environmental Protection (EP), with some Residential Type 6 (R6) zoning along the front portions of these two parcels. The "R6" zoned area will be changed to Open Space (OS).

# Schedule "A" By-Law No. 2023-050 Amending By-Law No. 19-2002 Township of Southgate Geographic Township of Egremont Date Passed: \_\_\_ June 7, 2023 Signed: Brian Milne, Mayor Lindsey Green, Clerk Southgate-Glenelg Townline Wes Grey Ν Southgate Road 26 Thistle Subject Lands Southgate Road 24 Key Map 1:50,000 Southgate Road 26 **A1** os Α1 R6-231 **A1** EΡ R6 os 46 CF **A1** os **A1** R6 OS os os 1:7,000 os **A**1 R6-540 **A**1 Legend Subject Lands Community Facility **CF** Agricultural Open Space **A1** OS R6 Residential Type 6 EP **Environmental Protection**

The Corporation of the Township of Southgate By-law Number 2023-056

Being a by-law merging Lots 20 and 21 on Registered Plan 812, by deeming the Lots not to be lots on a registered plan of subdivision in accordance with subsection 50(4) of the Planning Act, R.S.O. 1990, c. P.13, as amended.

**WHEREAS** the lands described in Schedule "A" of this By-law are comprised of Lots 20 and 20, Registered Plan 812 (the "subject lands");

**AND WHEREAS** the Owner of the subject lands has applied to the Township of Southgate for a Consent (B3-23) to create a new residential lot on BLK 29 and merge the retained lands with lots 20 and 21.

**AND WHEREAS** it is appropriate that the subject lands cease to be recognized as distinct lots within a registered plan of subdivision and that the subject lands be consolidated as one whole parcel;

**AND WHEREAS** section 50(3) of the Planning Act, R.S.O. 1990, c. P.13 as amended, states that land may be conveyed where it is described in accordance with and is within a plan of subdivision;

**AND WHEREAS** section 50(4) of the Planning Act, R.S.O. 1990, c. P.13 as amended, authorizes, as follows:

"(4) Designation of plans of subdivision not deemed registered. – The council of a local municipality may by by-law designate any plan of subdivision, or part thereof, that has been registered for eight years of more, which shall be deemed not to be a registered plan of subdivision for the purpose of subsection (3)."

**AND WHEREAS** Registered Plan 812 has been registered for more than 8 years, as it was registered in December 1979.

**NOW THEREFORE** be it resolved that the Council of the Corporation of the Township of Southgate enacts as follows:

- **1.** Lots 20 and 21, on Registered Plan 812, by deeming the Lots not to be lots on a registered plan of subdivision in accordance with subsection 50(4) of the Planning Act, R.S.O. 1990, c. P.13, as amended.
- **2.** This By-law comes into effect as of the date of its registration on title to Lots 20 and 21, Registered Plan 812.

Read a first, second, and third time and finally p	passed this 7 <sup>th</sup> day of June 2023.
	Brian Milne – Mayo
	Lindsey Green – Clerk

#### **SCHEDULE A**

Subject Lands: Part of Lot 11 Con 21 former Egremont Township, being Plan 812 lots 20 and 21

#### **Township of Southgate Administration Office**

185667 Grey Road 9, RR 1 Dundalk, ON NOC 1B0



**Phone:** 519-923-2110 **Toll Free:** 1-888-560-6607 **Fax:** 519-923-9262

**Web:** www.southgate.ca

#### **Staff Report PL2023-027**

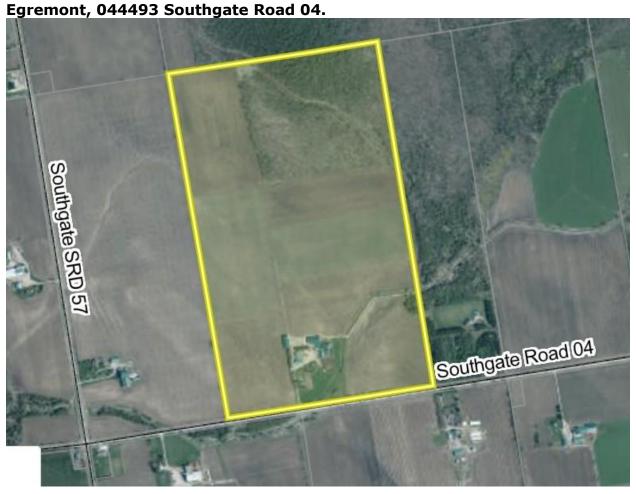
PL2023-027-C5-23 David Gingrich Title of Report:

**Department: Planning Council Date:** June 7, 2023

#### **Recommendation:**

Be it resolved that Council receive Staff Report PL2023-027 for information; and **That** Council consider approval of By-law 2023-051.

Property Location: Con 6, Lot 22 and Pt Lot 23 geographic Township of



#### **Subject Lands:**

The subject lands are described as Con 6, Lot 22 and Pt lot 23, Geographic Township of Egremont and are approximately 60ha (149.4 acres). The lands have frontage on Southgate Road 04.

The purpose of the zoning bylaw amendment application is to recognize the growth of a home industry and establish a new zoned area to allow for the relocation of the shop and outside storage areas and to include other dry industrial uses instead of just metal work and fabricating uses to the list of permitted uses. The owners wish to establish the zoned area and add Dry Industrial uses, such as concrete forming to the list of permitted uses for the Agricultural A1-25 exception zone. The existing shop will be returned to an agricultural use.

The effect of the zoning by-law amendment would be to reduce the zoned area to a portion of the subject lands and to permit the dry Industrial Uses including concrete forming within the existing agricultural exception zone (A1-25).

#### **Background**

A public meeting was held in the Holstein Council Chambers on April 26, 2023. Supporting documents and comments posted on the website are available at:

https://www.southgate.ca/en/municipal-services/planning-applications-public-notices.aspx#C5-23-David-Gingrich

The comments received include:

The Historic Saugeen Metis have no concerns or objection to the proposed development.

The County of Grey staff indicate that provided D-6 Guidelines can be addressed and comments are received from the Conservation Authority regarding the boundaries of the Hazard Lands; County Planning staff have no concerns with the subject application.

The SVCA indicate the proposal is generally acceptable to SVCA staff.

No comments were received from members of the public.

#### Staff Comments:

The D6 guidelines categorize industries based on their emissions and impacts on surrounding land uses. A category 1 industry requires a min setback of 20m setback, a category 2 industry requires a 70m setback and a category 3 industry requires a minimum of 300m in setback. Most industries within Southgate are class 1 or 2 industries. The proposed development would meet these minimum setbacks. The proposal meets the D6 guidelines.

The Conservation Authority has no concerns with the proposed application and therefore address the requirement by the County of Grey Comments. From a natural heritage perspective, the proposed shop will be located in a fully disturbed location being an agricultural field. It is not anticipated therefore that there will be any impacts on natural heritage.

#### **Financial Considerations:**

The following is an example of the increased tax revenue associated with the addition of an industrial shop on a residential farm property:

2021	Ass	sessment	Tax Rate	<b>Taxation</b>		
RT (Residential)	\$	214,240	1.301060%	\$	2,787.40	
FT (Farm)	\$	461,361	0.288527%	\$	1,331.15	
	\$	675,601		\$	4,118.55	
2022	Ass	sessment	Tax Rate	Taxation		
RT (Residential)	\$	214,670	1.346405%	\$	2,890.33	
FT (Farm)	_ \$	464,427	0.298412%	\$	1,385.91	
	\$	679,097		\$	4,276.23	
IT (Industrial)	\$	309,443	3.065124%	\$	9,484.82	
	\$	988,541		\$	13,761.05	

Of the total taxes of \$13,761.05 above, the Township receives \$7,231.25 (\$4,642.64 pertaining the shop), The County receives \$3,300.62 and the local Board of Educations receive \$3,229.19.

This is increased revenue every year and therefore after a period of 10 years one shop without including the residence or its portion of Education and County taxes, would generate \$94,848.20 in additional tax revenue for the Township. The entire tax revenue generated could be directed by the Township to the Road budget if necessary, however it should be pointed out, that roads often have a lifespan greater than 10 years. Building the industrial shop would also generate up to \$14,632.92 in Development Charge revenue.

With the above information we can compare projected revenues from pre and post development. Over a 10-year period, without the development, the Township would collect \$42,762.30 in property taxes. This number would further be divided by the County and Education portions of the taxes collected. Over a ten-year period, with the development, the Township would collect \$152,243.42 in property taxes and development charge revenue, which is 3.56 times that if nothing had developed.

#### **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 the PPS. The PPS allows for a variety of uses in the rural areas:

#### 1.1.4.1 In rural areas located in municipalities:

f) promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources;

The PPS supports the diversification of the rural economy. The proposed expansion to the Industrial use from home industry to a larger industry shop will support farming and grow the rural economic base. The lands are further categorized as Agricultural lands by the PPS. The subject lands are considered as Agricultural; below is a review of those policies.

The permitted uses for agricultural lands are listed below.

#### "2.3.3 Permitted Uses

2.3.3.1 In prime agricultural areas, permitted uses and activities are: agricultural uses, agriculture-related uses and on-farm diversified uses.

Proposed agriculture-related uses and on-farm diversified uses shall be compatible with, and shall not hinder, surrounding agricultural operations. Criteria for these uses may be based on guidelines developed by the Province or municipal approaches, as set out in municipal planning documents, which achieve the same objectives."

The definitions of Agricultural use, Agricultural related use and on farm diversified use are provided below from the PPS. All of the shops being proposed within the Township at the present time fall within one of the three definitions below and are therefore consistent with the definitions within the Provincial Policy.

Agricultural use "means the growing of crops, including nursery, biomass, and horticultural crops; raising of livestock; raising of other animals for food, fur or fibre, including poultry and fish; aquaculture; apiaries; agro-forestry; maple syrup production; and associated on-farm buildings and structures, including, but not limited to livestock facilities, manure storages, value-retaining facilities, and accommodation for full time farm labour when the size and nature of the operation requires additional employment."

Agricultural related uses: means those farm uses related commercial and farm related industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and or services to farm operations as a primary activity. On farm diversified uses: "means uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value added agricultural products."

This proposed shop would be considered an on-farm diversified use which is permitted in a Prime Agricultural area.

#### **Minimum Distance Separation (MDS)**

Regarding MDS, it has been reviewed and there are no barns that will be negatively impacted by the proposed use and construction of the new shop. Staff have reviewed the MDS Guidelines and there are no concerns regarding MDS.

The proposal will not hinder surrounding agricultural operations and will not require infrastructure development. The proposal is consistent with the definitions and policies of the PPS including promoting diversification of the economic base and employment opportunities. Based on the foregoing, the proposal appears to be consistent with the PPS.

#### **Township Official Plan**

The Township of Southgate Official Plan (OP) designates the subject lands "Agricultural" and "Hazard lands". The OP provides for small scale commercial and industrial uses on properties greater than 20ha to a maximum of 750m² in size. The maximum outside storage is 500m² in addition to the 750m² building size. The proposal is to add and relocate outside storage for the existing shop which is less then 750m² in size. The outdoor storage area will be larger 500m² because the shop is smaller than the limit of 750m². The proposal complies with the above policy as well as when you look at the definition of small scale below.

The Township Official Plan section 5.4.1.1 (2) Agricultural designation permitted uses specifically permits agricultural related uses and on-farm diversified uses.

Section 5.4.1.2 (4) Development Policies provides criteria for the zoning and development of on farm diversified uses, such as being 150m away from a sensitive receptor. The proposal meets these criteria and is consistent with the Policies of the County and Township Official Plan.

#### **Zoning By-law**

The proposed zoning by-law amendment would reduce the size of the A1-25 exception to only the shop area and expand the provisions of the Agricultural Exception (A1-25) to expand the shop uses for the zone. The zoning will also provide regulations for setbacks for the use. A Site Plan Agreement will also be required in order to implement specific control measures to address potential nuisance issues such as noise, dust and visual impact. The closest residence is 40m to the south west on Southgate Road 04.

#### **Conclusions**

Based on the above policy review and the information provided and comments received, the proposal is consistent with the Policies of the Provincial Policy Statement, The County of Grey Official Plan, The Township of Southgate Official Plan. The proposed zoning by-law amendment should therefore be approved and is considered appropriate for the area and good land use planning.

Respectfully Submitted,

Municipal Planner: \_\_\_\_\_ Original Signed By

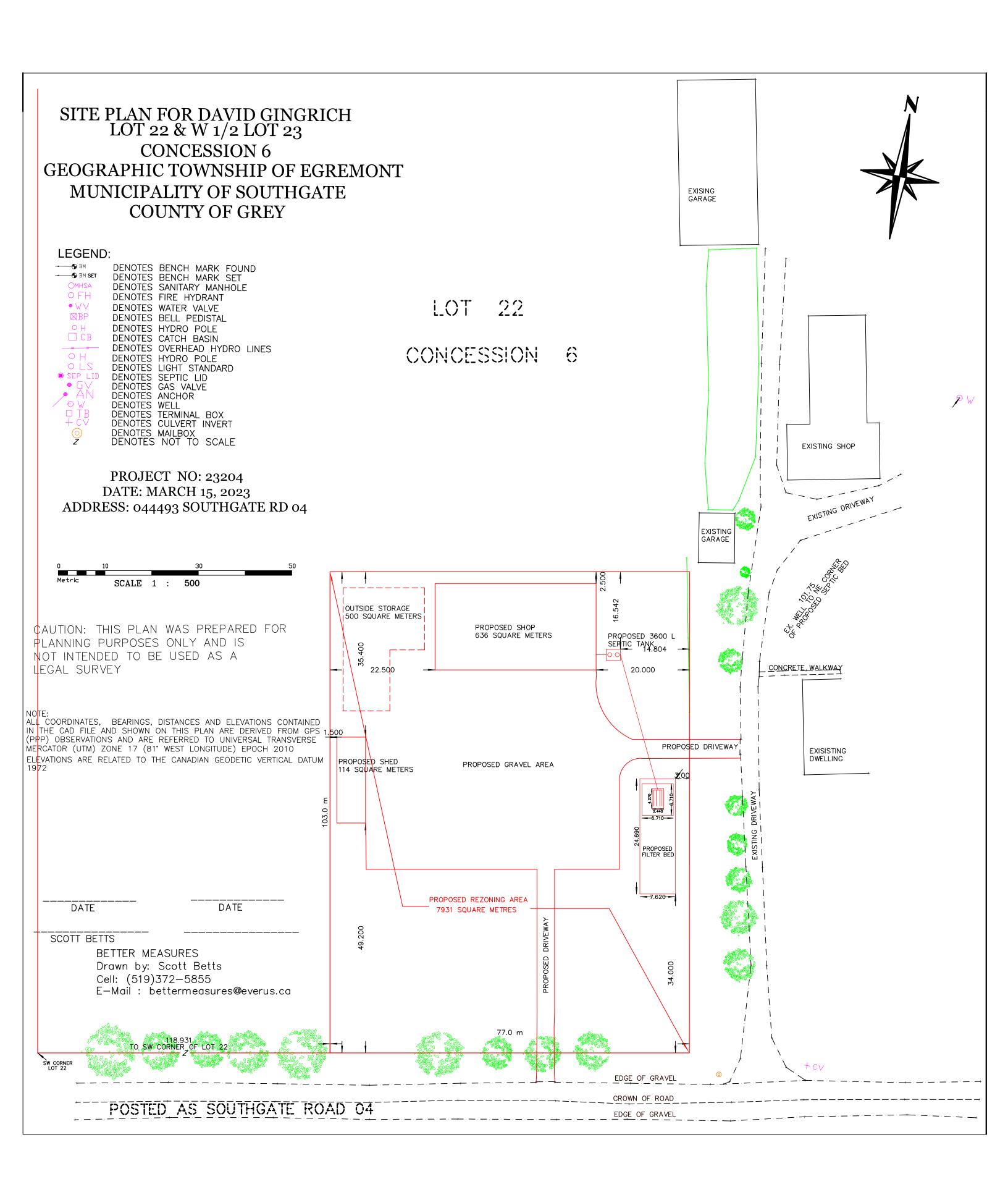
Clinton Stredwick, BES, MCIP, RPP

CAO Approval: Original Signed By

Dina Lundy, CAO

Attachments:

1. Revised Drawing



## The Corporation of the Township of Southgate By-law Number 2023-051

### Being a By-law to amend Zoning By-law No. 19-2002, of the Township of Southgate

**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 "43" to Zoning By-law No. 19-2002 is hereby amended by changing the zone symbol on a portion of the lands described as Con 6 Lot 22 Pt Lot 23, Geographic Township of Egremont, in the Township of Southgate and shown on Schedule "A", affixed hereto, from Agricultural (A1-25) to Agricultural (A1)
- 2. Section 33.25 to By-law No. 19-2002 is hereby amended by replacing it with the following:

Notwithstanding the provisions of Sections 6.0 or any other provisions to the contrary, the land zoned A1-25 shall be subject to the following regulations in relation to an additional permitted use being a small-scale dry industrial use.

- a) The small scale dry industrial use may include but is not limited to, a metal workshop for fabricating, welding, manufacture of small equipment and parts and repair shop, woodworking shop, manufacture of concrete products and or other similar type uses:
- b) The use shall remain secondary to the principal use of the property, being an agricultural use.
- c)The maximum zoned area shall be no larger than 8000m2 and the combined size of the Industrial workshop, power room, office and lunchroom shall not exceed  $750 \text{ m}^2$ .
- d) The maximum size of all outdoor storage shall be 500m<sup>2</sup>. If the size limits in clause c) above have not been reached, the outdoor storage area may be expanded provided the combined structure size and the outdoor storage area do not exceed 1250m<sup>2</sup>.
- e) All outside storage shall be screened from view by way of fencing or landscaped buffer.
- f) The shop shall be setback a minimum of 50m from Southgate Road 04 lot line.
- 3. Schedule "A" and all other notations thereon are hereby declared to form part of this by-law; and
- 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.

<b>Read</b> a first, second, and third time and finally passed t	his 7 <sup>th</sup> day of June 2023.
	Brian Milne – Mayor
	Lindsey Green – Clerk

#### **Explanatory Note**

This by-law applies only to those lands described as Con 6 Lot 22 Pt Lot 23, Geographic Township of Egremont, in the Township of Southgate. The zoning bylaw amendment is to allow for a small-scale Dry Industrial shop use to be added to a portion of the property. The by-law will add an Industrial shop, office and power room use to the list of permitted uses. The Industrial workshop, office and power room are proposed to be up to 750m². The outside storage area is proposed to be approximately 500m² with provisions for expansion. All other provisions of the by-law shall apply.

The effect of the zoning by-law amendment is to change the zoning symbol on a portion of the property from Agricultural exception 25 (A1-25) to Agricultural (A1) to allow for a small-scale Dry Industrial use to be permitted on the property.

The Township of Southgate Official Plan designates the subject lands Agricultural and Hazard lands.

# Schedule "A" By-Law No.<sup>2023-051</sup> Amending By-Law No. 19-2002 Township of Southgate Geographic Township of Egremont Date Passed: \_\_\_June 7, 2023 Signed: \_ Brian Milne, Mayor Lindsey Green, Clerk Southgate Road 08 Southgate SRD 55 Subject Lands Southgate Road 04 Landerkin Key Map 1:50,000 A1-27 Α1 Α1 Α1 **A**1 Southgate Road 041 1:8,000 Legend Subject Lands Agricultural **A1** EΡ **Environmental Protection**

# **Township of Southgate Administration Office**

185667 Grey Road 9, RR 1 Dundalk, ON NOC 1B0



Phone: 519-923-2110
Toll Free: 1-888-560-6607
Fax: 519-923-9262
Web: www.southgate.ca

#### Staff Report PL2023-028

Title of Report: PL2023-028-C25-22 Flato Phase 11 Redline and

rezoning

Department: Planning Council Date: June 7, 2023

#### **Recommendation:**

 $\textbf{Be it resolved that} \ \ \text{Council receive Staff Report PL2023-028 for information; and} \\$ 

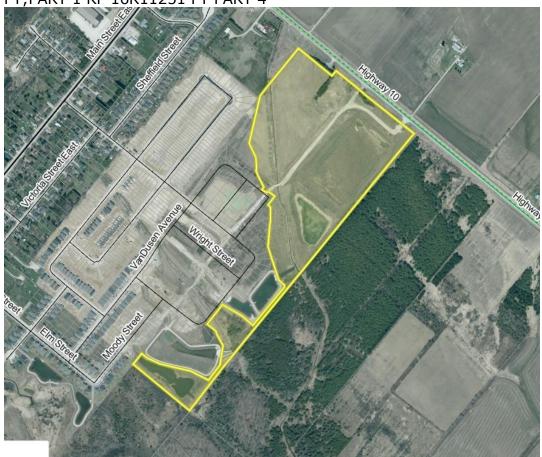
That Council consider endorsing the Draft plan Redline Revisions; and

**That** Council direct staff to forward this report and the resolution on to the County of Grey, and

That Council consider approval of Zoning By-law 2023-054.

Property Location: PROTON CON 1 SWTSR PT LOTS;233 AND 234 RP 16R10668

PT; PART 1 RP 16R11251 PT PART 4



#### **Subject Lands**

The property is legally described as PROTON CON 1 SWTSR PT LOTS;233 AND 234 RP 16R10668 PT;PART 1 RP 16R11251 PT PART 4 Geographic Township of Proton. There is no civic address assigned but are know as phase 11 of the Flato East Subdivision. The parcel is approximately 19.02 ha (47 acres) with frontage on Highway 10.

#### The proposal

The proposal is to redline the approved draft plan of subdivision to accommodate the following modifications (see attachment #1):

The addition of Block 372 a 1 ft Reserve

The addition of residential Lots 375, 376 and 377

The addition of Block 378 for a walkway and access to Block 360 (a park)

The addition of Block 379 for a Hydro sub station

The addition of Blocks 380 and 381 for daylighting triangles

The zoning amendment will rezone a portion of Commercial Block 344 from Commercial Exception -465 (C1-465) to Residential Type 1 Exception -378 (R1-378-H). It will also rezone a portion of park Block 360 from Open Space (OS) to Open Space Exception – (OS-542) (See attachment #2)

#### **Background**

The application was received in December of 2022 and circulated for comments in January. As a result of the initial circulation additional modifications to the zoning and draft plan were required.

A revised submission was received in April of 2023.

A Public meeting was held in the Holstein Council Chambers on May 24, 2023 at 1pm.

Supporting documents and comments posted on the website are available at:

https://www.southgate.ca/en/municipal-services/planning-applications-public-notices.aspx#C25-22-Resubmission-April-25-2023

The comments received include:

The Building Department indicates that it has no concerns with the proposed rezoning.

The public works department indicates that a safe access can be provided and that the road is MTO jurisdiction and will require MTO permits. The property is also within a well head protection area D.

The County of Grey staff indicate that they have no concerns with the proposed zoning and they are currently processing the redline revision application concurrently.

The GRCA indicates it has no objection to the proposed zoning application.

#### MTO

The Ministry of Transportation (MTO) have completed a review of the proposed zoning by-law amendment to rezone a portion of the lands to implement a hydro substation block and three (3) single detached dwelling lots associated with a proposed Redline Draft Plan application (County File No. 42T-2015-05).

The proposal has been considered in accordance with the requirements of *the Public Transportation and Highway Improvement Act*, MTO's Highway Access Management Policy and all related policies. The following outlines MTO's comments.

The subject property is located adjacent to Highway 10, is within MTO's Permit Control Area (PCA), and as such, MTO permits are required before any demolition, grading, construction or alteration to the site commences.

Highway 10 at this location is classified as a 2B Arterial in MTO's Access Management Classification System. As such, all requirements, guidelines and best practices in accordance with this classification shall apply.

MTO looks forward to the advancement of this development, and we anticipate receiving additional details for review and comment as the project progresses.

There was one comment received from a member of the public.

Mr. Ron Davidson a land use planner represented an abutting property owner, Mr. Lisanti, regarding concerns with the proposed hydro substation block. The primary concerns raised included the following:

- 1. impact on the ability to develop the property as a result of setbacks
- 2. Noise generated by the substation from a constant humming noise.
- 3. Wondering if a noise study or impact assessment is necessary

#### Staff Comments:

Staff received a response from Flato regarding the substation which was forwarded on to Mr. Davidson. After consulting with his client he indicated, in writing, that the concern regarding the hydro substation had been addressed.

The Comments from MTO are supportive however they are looking for more detailed information for their permitting process. The applicant is aware that they will require permits from the MTO, for the work listed, prior to work commencing.

#### **Financial Considerations**

The endorsement of the redline revisions and the approval of the proposed zoning by-law amendment will allow for the development of phase 11 which includes a commercial block for a McDonalds.

#### **Policy Review**

#### **The Provincial Policy Statement**

The applicant's consultants, MHBC Planning have prepared a justification brief which is included as attachment #3 to this report.

On pages 3 to 5 of this planning brief various sections of the Planning Act and PPS are reviewed. The consultant indicates that settlement areas are to be the focus of growth and that appropriate development standard should be promoted. This development will facilitate an urban standard of development.

Township staff concur with the Provincial Policy Review by MHBC and it is the opinion of Township staff, that the proposed development is consistent with the policies of the PPS.

#### **Township of Southgate Official Plan**

The Flato East Subdivision lands are designated "Neighbourhood Area" within the Township of Southgate Official Plan. On page 6 and 7 of the planning brief the consultant outlines the history of how and when the lands where designated through various site-specific Official Plan Amendments. These amendments were initiated by Flato to specifically permit the draft plan of subdivision that is approved on the subject lands.

The proposed redline revisions and Zoning Amendment to not conflict with the Official Plan designations.

Based on Township staff's review of the Official Plan and the Planning brief provided it is the opinion of Township staff that the Proposed Development conforms to the policies of the Township of Southgate Official Plan.

#### Zoning

The Commercial Block 344 is currently zoned Local Commercial Exception 465 (C1-465) Zone under the Township's Zoning By-law. Residential development, except for a dwelling unit accessory to a commercial use, is not permitted within this zone.

A portion of the Commercial Block 344 is to be rezoned to the Residential Type 1 Exception Zone with a holding provision (R1-378-H) to allow for the proposed residential use. The R1-378-H Zone is the same zone standard used elsewhere within the Flato East development.

The area of Park Block 360 that is to be utilized for the proposed Hydro Block is currently zoned the Open Space (OS). Hydro utility uses are not permitted within this zone so it must be rezoned to accommodate the hydro substation. The new zone will be a site specific zone Open Space exception (OS-542) Zone to facilitate the required hydro utility infrastructure for Phase 11.

Based on the review of the proposal and the Planning Brief provided, it is the opinion of Township staff that the proposed redline revisions and zoning bylaw amendment are in keeping with the general intent and purpose of the Town's Zoning By-law.

#### **Conclusions**

Based on the above policy review and the information provided and comments received, the proposal is consistent with the Policies of the Provincial Policy Statement, The County of Grey Official Plan, The Township of Southgate Official Plan. The proposed redline revisions and zoning by-law amendment should therefore be approved and are considered appropriate for the area and good land use planning.

Respectfully Submitted,

Municipal Planner: Original Signed By

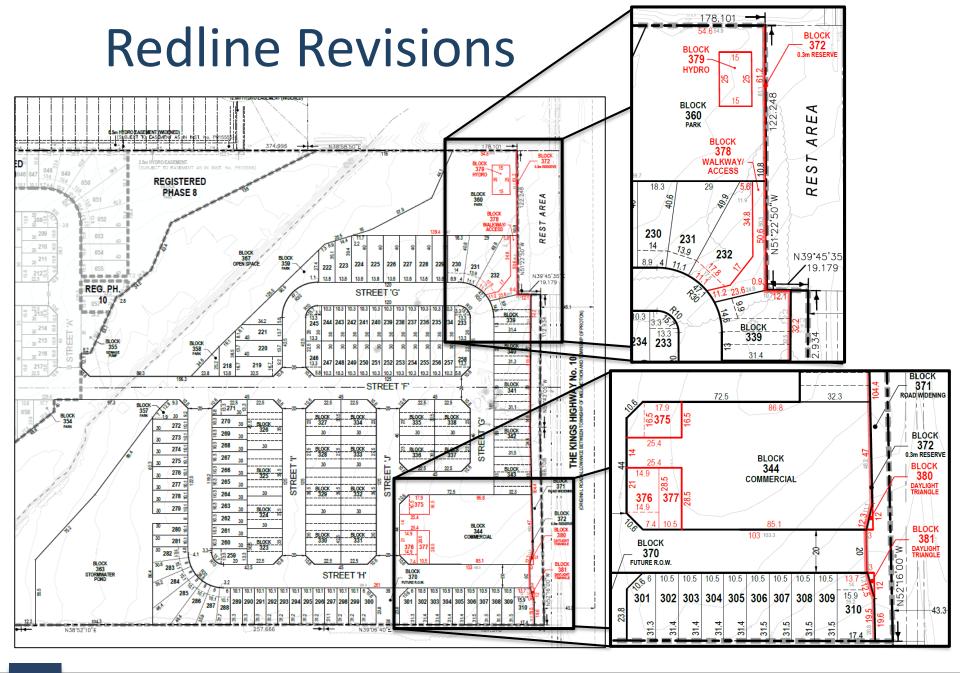
Clinton Stredwick, BES, MCIP, RPP

CAO Approval: Original Signed By

Dina Lundy, CAO

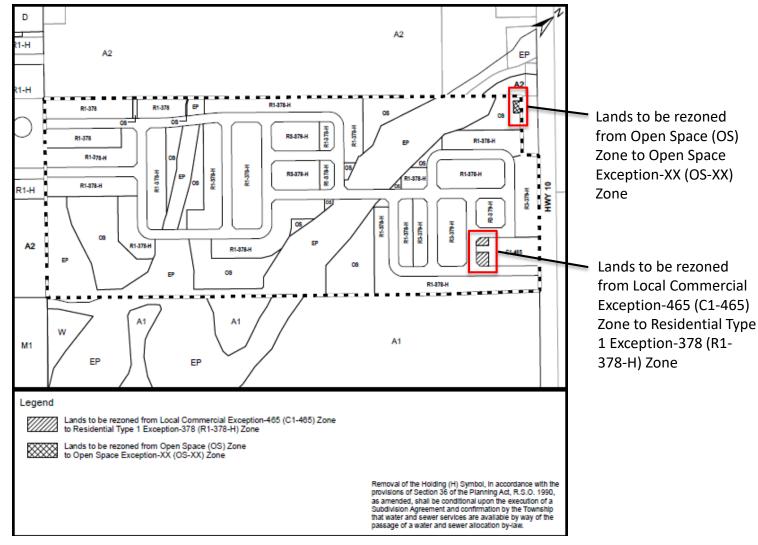
#### Attachments:

- 1. Proposed Redline Revisions (MHBC drawing)
- 2. Proposed Zoning By-law Changes. (MHBC drawing)
- 3. Planning justification Brief
- 4. Response memo to Hydro substation concern.





# Proposed Zoning By-law Amendment







KITCHENER WOODBRIDGE LONDON KINGSTON BARRIE BURLINGTON

April 25th, 2023

Clinton Stredwick, BES, RPP, MCIP Planner Township of Southgate 185667 Grey County Rd 9, Dundalk, ON N0C1B0

Dear Mr. Stredwick,

RE: Applications for Zoning By-law Amendment and Minor Redline Revision to Approved Draft Plan of Subdivision – Flato East (Edgewood Greens) Phase 11
Part of Lots 233 and 234 Concession 1, Geographic Township of Proton, Township of Southgate, County of Grey
COUNTY FILE #42T-2015-05

MacNaughton Hermsen Britton Clarkson Planning Limited ("MHBC") was retained by Flato Dundalk Meadows Inc. (the "Owner") to review the planning merits of a proposed Zoning By-law Amendment and Redline Revision to add three (3) single detached lots to a portion of the existing Commercial Block 344, as well as to add two (2) blocks for access and hydro purposes within Phase 11 of the Draft Approved Flato East Draft Plan of Subdivision (the "Subject Lands").

The scope of this Planning Justification Brief is to provide a brief overview of the Proposed Development and file history with existing planning approvals, as well as to outline the rationale for the requested applications.

#### The Site and Surrounding Land Uses

The Flato East Subdivision lands are located in the community of Dundalk. Currently, Phases 1, 2, 2A, 2B, 3, 4, 5, 6, 7, 8 and 10 of the overall Edgewood Greens subdivision have been previously registered. Within the approved Draft Plan of Subdivision, the Subject Lands are located within Phase 11 and are specific to the western side of Commercial Block 344, the east side of Lot 232, and the northeast area of Block 360.

The Subject Lands have frontage on Highway 10 and are within walking distance of schools, retail locations, and recreational areas. In addition, the specific area within the Draft Plan is in close proximity to existing infrastructure.

#### **File History**

In April 2017, Council approved a rezoning of the Subject Lands in conjunction with an associated draft plan, colloquially known as the Flato East subdivision. The Flato East Subdivision lands were and are currently zoned "Residential Type 1 exception 378 (R1-378-H)," "Residential Type 3 exception-379 (R3-379-H)," "Local Commercial Exception 465 (C1-465)," "Open Space (OS)" and "Environmental Protection (EP)."

In 2020, an Official Plan Amendment, ZBA and Draft Plan Redline revisions were approved for the Flato East Subdivision to incorporate Commercial Block 344 into the approved Draft Plan, as well as to facilitate the development of Commercial Block 344. As a result of incorporating Commercial Block 344 into the approved Draft Plan, a total of 33 townhouse units were removed, resulting in the total amount of proposed dwelling units for the Flato East Subdivision being reduced from 500 to 467.

It is noted that the introduction of the proposed single detached lots along the west side of the Commercial Block 344 will increase the overall unit count from 467 to 470 dwelling units within the overall Flato East Subdivision. It is further noted that the proposed increased density associated with the implementation of the proposed three (3) additional single detached lots is marginal and is appropriate as the Flato East Subdivision lands were previously approved for a total of 500 dwelling units.

#### **Proposal**

#### Proposed Minor Redline Revision

The approved Draft Plan of Subdivision for the property consists of a total of 467 residential units, a commercial block, a variety of parklands, a pumping station block, three (3) storm ponds, and related open space and environmental areas. An original Zoning By-law Amendment (ZBA) established appropriate zones to recognize these uses.

Separate minor redline revision and ZBA applications were made in July 2021, to reflect detailed design changes concerning servicing and shifting of residential units. As the detailed design process continues, it was determined by the targeted end-user that the western portion of Commercial Block 344 is surplus to what is required to support the future commercial development of the Block. As such, it was further determined that the more efficient use of the surplus lands would be to re-instate three (3) lots for single detached dwellings.

The proposed redline revision also includes the addition of a 25 metre by 15 metre Block (Block 370) within the northeast area of Park Block 360 to accommodate a requested hydro substation. Access to the proposed Hydro Substation Block is to be provided by Walkway/Access Block 378, which is located east of Lot 232 and connects to the southeast corner of Park Block 360. The Walkway/Access Block is 6 metres wide and the intent is that this Block would be conveyed to the Township to allow access for maintenance purposes. It is anticipated that Hydro One will require an access easement over the proposed Walkway/Access Block and a portion of the Park Block to ensure access is provided to the Hydro Block. It is also noted that the inclusion of the proposed Hydro Substation Block and Walkway/Access Block have no significant impact to the overall engineering design for the Subject Lands.

In consideration of the above, the minor revisions requested as part of the redline application are as follows:

- 1. Introduction of three (3) single detached residential lots along the western side of Block 344 fronting onto Symington Street and Milliner Avenue;
- 2. Shifting the boundary of Block 344 to the east to realign the commercial area;
- 3. Increase the total residential unit count from 467 to 470;
- 4. Introduction of Block 378 for walkway/access purposes; and,
- 5. Introduction of Block 379 for hydro utility purposes.

The redlined Draft Plan of Subdivision is included as **Appendix A**.

#### Proposed Zoning By-law Amendment

A Zoning By-law Amendment (ZBA) is sought to reflect the changes outlined above in the redline revision, as well as to implement the existing R1-378-H Zone and a new site-specific OS-XX Zone on the Subject Lands.

Currently, the zoning provisions of Commercial Block 344 do not permit residential uses and therefore, it is understood that a ZBA application is required to permit the proposed residential units. The proposed ZBA application would rezone an area approximately 0.12 ha in size on Commercial Block 344 from the current C1-465 Zone to the R1-378-H Zone to allow for the proposed single detached residential units.

As a result of these new residential units, the amount of single detached units will increase from 310 to 313 units, therefore bringing the entire unit count from 467 up to 470 residential units across the approved Draft Plan.

The proposed ZBA application would also rezone a portion of Park Block 360 from the Open Space (OS) Zone to a site-specific Open Space (OS-XX) Zone to facilitate a proposed and required Hydro Substation Block for the Subject Lands.

A copy of the draft amending by-law has been included as **Appendix B** to this Brief.

#### **Planning Analysis**

The following is a review of the proposed ZBA application concerning Provincial, County and Township Official Plan policies and Township Zoning By-law No. 19-2002:

#### Planning Act

The *Planning Act* sets out the foundation for land use planning in Ontario and describes how land uses may be controlled. With respect to Draft Plans of Subdivision, Section 51 (24) of the Planning Act outlines specific criteria to be considered by an approval authority in considering an application. The criteria is identified below, and a response is provided to illustrate the proposed Redline Revision's alignment with the intent of the criteria:

#### a) The Effect of the proposal on matters of Provincial Interest;

Response: The proposed Redline Revision will not impact matters of Provincial interest as outlined in Section 2 of the Planning Act.

#### b) Whether the subdivision is premature or in the public interest;

Response: The proposed Redline Revision is not premature and is in the public interest. The Subject Lands are designated for residential and commercial uses and can be fully serviced. It is submitted that for these reasons, as well as others, the proposal is not premature and it is in the public interest.

#### c) Whether the plan conforms to the official plan and adjacent plans of subdivision (if any);

Response: The proposed Redline Revision conforms to the County of Grey Official Plan and Township of Southgate Official Plan. A detailed analysis is presented below in this Report.

#### d) The Suitability of the land for the purposes for which it is to be subdivided;

Response: The lands affected by the proposed Redline Revision are suitable for the proposed use. The Subject Lands can properly accommodate the development due to its configuration, size and access to existing and proposed road connections and infrastructure networks.

#### e) The number, width, location and proposed grades and elevations of highway, and the adequacy of them, and the highways linking the highways in the proposed subdivision with the established highway system in the vicinity and the adequacy of them;

Response: The existing and proposed road network provides appropriate access to the Subject Lands.

#### f) The dimensions and shapes of the proposed lots

Response: The proposed residential lots are appropriate in size and shape to accommodate the intended uses as demonstrated in the proposed Redlined Draft Plan, which is included as Appendix A.

#### a) The restriction on the lands to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land;

Response: Not applicable to the proposed Redline Revision. There are no known restrictions affecting the lands.

#### h) Conservation of natural resources and flood control:

Response: No natural features are impacted through the Proposed Development.

#### i) The adequacy of utilities and municipal services;

Response: The Subject Lands can be serviced by the various local utility providers and can be serviced with both municipal sanitary and water services, subject to the planned expansions to the municipal sanitary and water systems.

#### *j)* The adequacy of school sites;

Response: There are two (2) schools currently located within Dundalk. The applicable school boards will be circulated the proposed applications.

#### The area of land, if any, exclusive of highways, to be conveyed or dedicated for public purposes;

Response: Not applicable to the proposed Redline Revision.

#### I) The extent to which the plans' design optimizes the efficient use and conservation of energy; and,

Response: The Proposed Development provides for integration with the grid road pattern and provides for additional residential development within a primary settlement area.

#### m) The interrelationship between the design and site plan control matters;

Response: The revised Commercial Block 344 will be subject to Site Plan Control.

The Planning Act requires that the subdivision have regard for the health, safety, convenience and accessibility for persons with disabilities, and welfare of the present and future inhabitants of the municipality. It is submitted that all of these matters were properly addressed in the design of the Redline Revision. Specifics respecting these matters are outlined throughout this Report.

#### Provincial Policy Statement (PPS) 2020

The Subject Lands are located within a settlement area. Section 1.1.3.1 of the PPS states that "settlement areas shall be the focus of growth and development." Further, Section 1.1.3.2 requires that "settlement areas shall be based on densities and a mix of land uses, which effectively use land and resources, and are appropriate for, and effectively use, the infrastructure and public service facilities which are planned or available." Section 1.1.3.4 of the PPS also states that "appropriate development standards should be promoted, which facilitate intensification, redevelopment and compact form, while avoiding or mitigating risks to public health and safety."

The proposed residential units and Hydro Substation Block 379 would facilitate the continued development and intensification that the Draft Plan sets out, which is an approved development that is consistent with the settlement area policies of the PPS, promotes and provides intensification, and effectively uses land and resources, including existing infrastructure.

#### It is the opinion of the undersigned, that the Proposed Development is consistent with the policies of the PPS.

#### County of Grey Official Plan

The Subject Lands are designated 'Settlement' in the County of Grey Official Plan, as the property is within the fully serviced Dundalk settlement area. The County of Grey Official Plan requires that settlements are to be planned to accommodate a diversity of land uses, including residential, commercial, industrial and institutional uses.

The proposed residential units and Hydro Substation Block 379 would facilitate the continued development and build-out of the Edgewood Greens Subdivision, which has been approved and is located within a settlement area.

Another objective of the County Official Plan is to ensure compatibility between uses. The Proposed Development is compatible with the surrounding land uses in terms of massing and scale. Appropriate setbacks will be maintained from adjacent commercial uses, as well as fencing and landscaped areas. Detailed design considerations on Commercial Block 344, such as architectural design, landscaping, lighting and building materials will be addressed through a future Site Plan Control application.

Additionally, landscaping and/or fencing considerations will be utilized for the proposed Hydro Substation Block to provide enhanced screening from the park block.

From a land use perspective, the specific residential uses proposed within the proposed Zoning By-law Amendment are for single detached residential form that is compatible with adjacent residential uses. The proposed hydro sub-station is also compatible with the adjacent land uses.

#### It is the opinion of the undersigned that the Proposed Development conforms to the policies of the Grey County Official Plan.

#### Township of Southgate Official Plan

The Flato East Subdivision lands are designated "Neighbourhood Area" within the Township of Southgate Official Plan. The area was designated Neighbourhood Area through OPA 14 which was adopted by Township Council in September 2015. At the time of adoption of OPA 14, the intent of redesignating the Flato East Subdivision lands to "Neighbourhood Area" was to bring it into conformity with the recently expanded Dundalk Urban Settlement Area and allow for residential development. This was further recognized through the subsequent approvals of the Flato East Residential Draft Plan of Subdivision and the corresponding Zoning By-law Amendment in 2016. The Flato East Draft Plan is part of the wider "Edgewood Greens" development by Flato and was comprehensively planned with the adjacent Flato West and Flato North Draft Plans of Subdivision, which combined, will function as one integrated residential development connected through the municipal road network, trail network, parks, natural open spaces and a combined stormwater management solution.

In September 2020, OPA 26 was adopted by Township Council with the purpose of amending the "Neighbourhood Area" designation within Phase 11 of the Flato East Subdivision to permit the development of a commercial block within the subdivision. In effect, the Subject Lands were redesignated from "Neighbourhood Area" to "Neighbourhood Area with Exceptions" and included site-specific policies regarding the max floor area used by a commercial unit. The proposed commercial block would serve the eventual residential development as well as the greater community of Dundalk.

The Proposed Development consists of three (3) single detached residential units along the western area of Commercial Block 344 and a Hydro Block at the northeast area of Park Block 360. Further, the proposed changes are small in scale and would facilitate the continued development and build-out of the Flato East Subdivision, which has been approved in conformity with the Township of Southgate Official Plan.

The residential unit sites are all designated Neighbourhood Area. The function of Neighbourhood Area is to recognize, primarily, low-density residential development. Further, the additional residential units will be placed in an area of the subdivision that is in character with the Proposed Development.

Section F of the Township OP contains policies pertinent to infrastructure and servicing and directs growth in a manner that promotes efficient use of existing sewage and water services. Furthermore, policies direct new development to ensure that there are no adverse effects on the Township's environmental resources and groundwater supply, and that Southgate Servicing Standards are adhered to. The Proposed Development will utilize municipal sewage and water services, has sufficient separation from environmental features and is designed in a manner that will have no adverse effect on the groundwater supply.

Section 6 of the Township OP contains policies related to the Natural Environment Area. As discussed all of the natural environment areas contained within the Subject Lands were assessed and appropriately accommodated within the initial Draft Plan Approval for the Flato East subdivision. There are no natural environment areas that will be affected by the development. A Stormwater Management Report, Functional Servicing Report and Traffic Impact Study were completed at the time of the initial ZBA and Draft Plan of Subdivision submissions for the development that demonstrates the development's alignment with the general intent of the Township OP. The documents conclude that no negative impacts are anticipated from the development from a servicing, stormwater and drainage, and traffic impact perspective.

The OP also hosts various other policies which include but are not limited to servicing, archaeology, and stormwater management, these as well as the other applicable policies have been reviewed in the context of the applications and it is the opinion of the undersigned that the proposed application conforms to these policies.

#### It is the opinion of the undersigned that the Proposed Development conforms to the policies of the Township of Southgate Official Plan.

#### Township Zoning By-law No. 19-2002

Commercial Block 344 is currently zoned the Local Commercial Exception 465 (C1-465) Zone under the Township's Zoning By-law. Residential development, except for a dwelling unit accessory to a commercial use, is not permitted within this zone.

A portion of Commercial Block 344 is to be rezoned to the Residential Type 1 Exception Zone with a holding provision (R1-378-H) to allow for the proposed residential use. It is noted that the R1-378-H Zone currently exists for the other single detached lots within the Flato East development.

The area of Park Block 360 that is to be utilized for the proposed Hydro Block is currently zoned the Open Space (OS) Zone under the Township's Zoning By-law. Hydro utility uses are not permitted within this zone. The area of Park Block 360 for the proposed Hydro Block is proposed to be rezoned to a site-specific Open Space (OS-XX) Zone to facilitate the required hydro utility infrastructure for Phase 11.

A copy of the proposed amending by-law has been included as **Appendix B** to this Brief.

#### It is the opinion of the undersigned that the Proposed Development is in keeping with the general intent and purpose of the Town's Zoning By-law.

#### **Engineering Analysis**

A letter has been prepared by C.F. Crozier & Associates Inc. in support of the proposed Redline Revision and ZBA applications. A summary of the letter, as it relates to servicing, stormwater management and transportation, is provided below:

#### Stormwater Management

The proposed changes to the Draft Plan, including the addition of three (3) residential units and a reduced commercial block size, decreases the total site imperviousness when compared to the previously approved Draft Plan. Through detailed calculations, the total imperviousness of the Commercial Block area reduces from 85% to 67% in the proposed Redline Draft Plan. The reduction in the impervious area decreases the total volume of runoff discharging from the development. This reduction lessons demand on downstream stormwater management infrastructure.

The three (3) proposed residential units will be graded to accommodate back-to-front and split drainage. The units will also have storm connections off the Symington Street and Milliner Avenue storm sewers. An assessment of the downstream sewer system confirmed that there are no capacity concerns, and the proposed design can accommodate the additional runoff.

#### Sanitary Servicing

The additional three (3) single detached units will require individual sanitary services extended to the property limits of each lot. The three (3) proposed units will be serviced by the Symington Street and Milliner Avenue sewers, which front the proposed units.

The revised Commercial Block size and use results in an anticipated average daily sanitary flow rate of 20.3 m<sup>3</sup>/day. This equates to 24 Equivalent Residential Units (ERUs), compared to the previously determined 29 ERUs.

The revised Draft Plan results in a net decrease in sanitary flows with a total of 27 ERUs (three (3) single detached units and 24 ERUs for the Commercial Block) being proposed. This is a reduction of 2 ERUs compared to the previously calculated 29 ERUs. Given the net reduction in sanitary flows, there will be sufficient capacity in the current downstream infrastructure design to accommodate the Proposed Development.

#### Water

The "Dundalk Water Supply and Sewage Treatment Systems 2022 Reserve Capacity Calculations" (Triton, March 2022) determined the Township's water supply system has an available uncommitted reserve capacity of 1,999 units. The addition of three (3) units is not considered substantial enough to impact the overall design for this phase. Additional water service will be provided in the Phase 11 design for each of the three (3) proposed dwellings.

#### **Electrical Servicing**

There is no impact to the Hydro design of the commercial block, however, there would need to be three (3) additional hydro services provided to each of the proposed units. A request will be made to Hydro One to provide an updated hydro layout reflecting these changes.

The proposed Redline also includes a 25 metre by 15 metre block (Block 370) within Block 360 is required to accommodate a request for a hydro substation within the Subject Lands. Access to Block 370 will also be required for maintenance. To provide access to this block a 6 metre-wide Township-owned maintenance block (Block 378) is proposed as part of this Redline request between Lot 232 and Block 339 over the previously proposed watermain easement. The inclusion of the substation and access road has no significant impact on the overall engineering design.

#### Traffic

The addition of three (3) residential units will not impact the conclusions of the Traffic Impact Study prepared in support of the previous applications. The three (3) units are forecasted to generate 3 and 4 additional two-way trips in the weekday a.m. and p.m. peak hours, respectively. Once distributed to the study intersections and surrounding road network, this number of trips is not expected to have a material impact on the operations or turn-lane recommendations at the Main Street or Highway 10 intersections.

Additionally, the Transportation Association of Canada (TAC) Geometric Design Guide for Canadian Roads (GDGCR) indicates that a minimum of 1 metre spacing should be provided between driveways, which can be accomplished with the proposed unit frontages.

#### **Summary & Conclusions**

Based on the analysis outlined throughout this Brief, it is submitted that the proposed Draft Plan Redline revisions and Zoning By-law Amendment to rezone the portion of the Subject Lands from the C1-465 zone to the R1-378-H zone to permit the proposed three (3) additional residential units, as well as rezone a portion of the Subject Lands to a site-specific Open Space (OS-XX) Zone for the proposed Hydro Block are in the public interest and represent good planning for the following reasons:

- 1. The Proposed Development is consistent with the Provincial Policy Statement;
- 2. The Proposed Development conforms to the Grey County Official Plan;
- 3. The Proposed Development conforms to the Township of Southgate Official Plan; and,
- 4. The Proposed Development is in keeping with the general intent and purpose of the Township's Zoning By-law.

Respectfully submitted,

**MHBC** 

Kory Chisholm, BES, M.Sc., MCIP, RPP

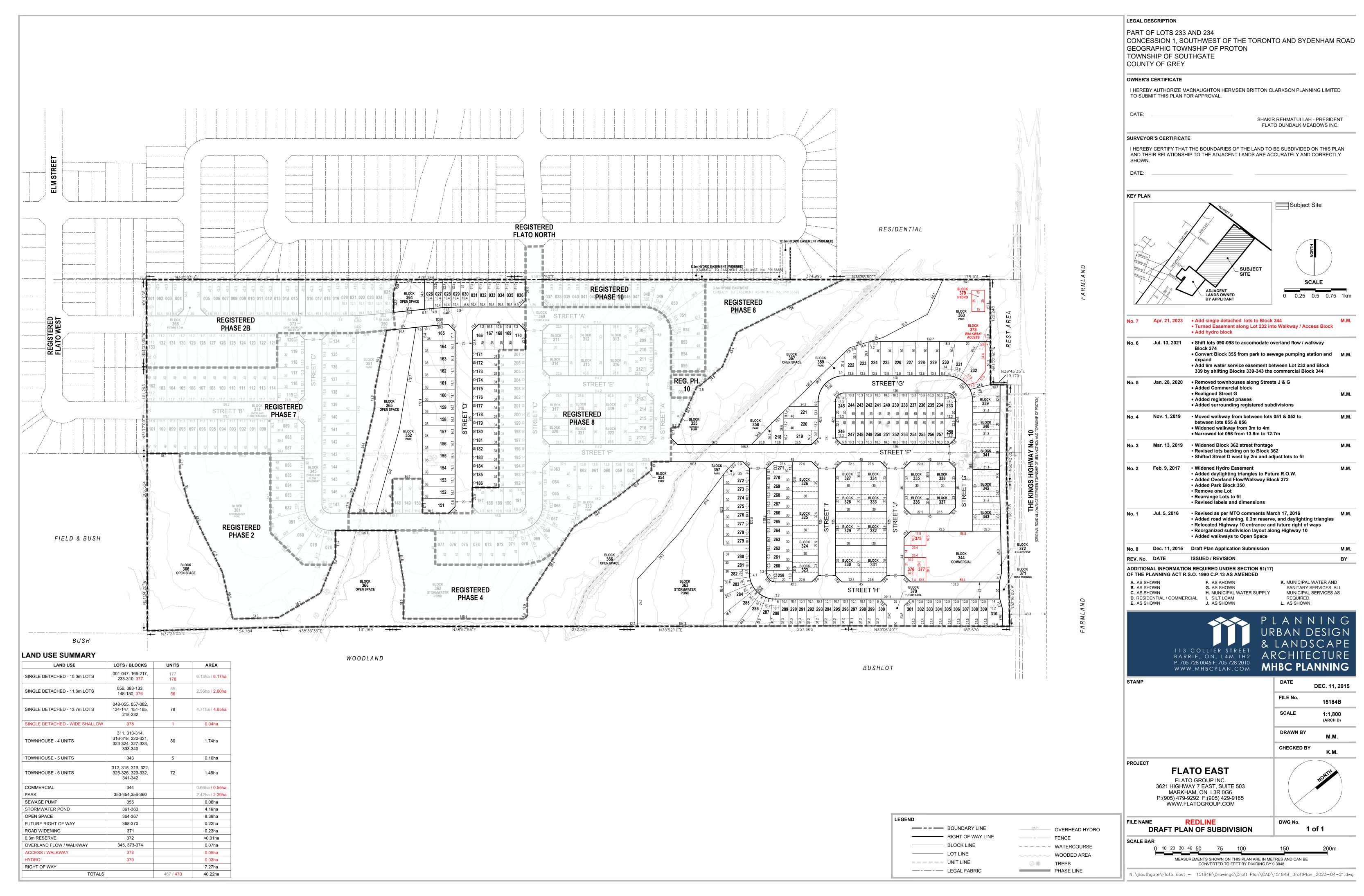
Kry Minh

Partner

Shayne Connors, BAH, M.Sc. Intermediate Planner

# Appendices

# Appendix A



# Appendix B

# The Corporation of the Township of Southgate By-law Number 2023-XX

**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** the Council of the Corporation of the Township of Southgate enacts as follows:

1. Schedule "17" to Zoning By-law No. 19-2002 is hereby amended by changing the zone symbol on a portion of the lands described as Part of Lots 233 and 234, Concession 1, geographic Township of Proton, in the Township of Southgate as shown on Schedule "A", affixed hereto, from:

Local Commercial Exception 465 (C1-465) and Open Space (OS) to Residential Type 1 Exception 378 (R1-378-H) and Open Space Exception XX (OS-XX).

2. **That** Section 33 (Exceptions) to By-law No. 19-2002 is hereby amended by adding the following Subsections:

"33.XXX

OS-XX Notwithstanding the provisions of Section 27 or any other provisions to the contrary, the lands zoned OS-XX, being Part of Lots 233 and 234, Concession 1, Geographic Township of Proton, County of Grey, shall be subject to the following zone provisions:

Permitted Use(s): A hydro utility operation carried on by or behalf of a

Utility agency

Maximum Lot Coverage: N/A

Minimum Yard Setbacks: Nil (0) metres"

- 3. **That** Schedule "A" and all other notations thereon are hereby declared to form part of this by-law.
- 3. **That** 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, , 2023	third	time	and	finally	passed		day	of
								Rri	an Milne		
								Dit	an Mille	- Ma	yoi
								Linds	sey Greei	า – Cl	erk

#### **Explanatory Note**

This by-law applies only to those lands described as Part of Lots 233 and 234, Concession 1, geographic Township of Proton, in the Township of Southgate.

The purpose of the zoning by-law amendment is to facilitate a redline revision to an approved draft plan of subdivision to provide additional residential lots along the western portion of an existing commercial block, as well as a hydro block on portion of an existing park block.

The effect of the zoning by-law amendment would be to change the zoning symbol on a portion of the property from Local Commercial Exception 465 (C1-465) and Open Space (OS) to Residential Type 1 Exception 378 (R1-378-H) and Open Space Exception XX (OS-XX).

The Township of Southgate Official Plan designates the subject lands as Neighbourhood Area - Special Policy Area No. 5.6.3.

### Schedule "A" By-Law No. 2023-XX

Amending By-Law No. 19-2002

### Township of Southgate

Date Passed: Signed: \_ Brian Milne, Mayor Lyndsey Green, Clerk ONENSOUNDST **COUNTYRD9** MAINSTW VICTORIASTW **VICTORIASTE** Subject Lands Key Map 1:15,000 D R1-H Α2 ΕP **A2** R1-378-H R1-378 R1-378-H R3-379-H R1-378-H R1-378-H R1-378-H R1-378-H R1-378-F R1-378-H R1-H R3-379-H HWY 1 **A2** R1-378-H R1-378-H ΕP os R1-378-H Α1 Α1 M1 ΕP ΕP

#### Legend

Lands to be rezoned from Local Commercial Exception-465 (C1-465) Zone to Residential Type 1 Exception-378 (R1-378-H) Zone



Lands to be rezoned from Open Space (OS) Zone to Open Space Exception-XX (OS-XX) Zone

Removal of the Holding (H) Symbol, in accordance with the provisions of Section 36 of the Planning Act, R.S.O. 1990, as amended, shall be conditional upon the execution of a Subdivision Agreement and confirmation by the Township that water and sewer services are available by way of the passage of a water and sewer allocation by-law.



# **MEMO**

**To:** Clinton Stredwick, BES, MCIP, RPP | Municipal Planner, Township of Southgate

From: Kory Chisolm, BES, MSc, MCIP, RPP | Partner, MHBC Planning

Shayne Connors, BAH, MSc | Intermediate Planner, MHBC Planning

**Date:** May 29<sup>th</sup>, 2023

File: Flato East (Edgewood Greens) Phase 11 ZBA (Township File No. C25-22)

Flato East (Edgewood Greens) Phase 11 Redline (County File No. 42T-2015-05)

**Subject:** May 24<sup>th</sup> Public Meeting Comment Responses

The purpose of this Memo is to provide responses regarding the comments received from Council, staff and members of the public at the May 24<sup>th</sup> statutory public meeting.

Following the public meeting, our project team met with FNX-INNOV, which is the firm that has been retained by Hydro One to design the proposed substation. From our discussion with FNX-INNOV, the scale of the proposed substation is less than what was originally anticipated. An example of the transformers that are to be constructed within the proposed sub-station is shown in **Figure 1** below. FNX-INNOV indicated that there are no fencing requirements from Hydro on the transformers and as such, any fencing requirements would be at the Township's discretion.

Below is a summary of questions/concerns received at the statutory public meeting, as well as the associated response(s), which are provided in **bold**:

1. What concerns, if any, are there with the hydro substation with regard to noise?

This modern style of transformer substation differs from the typical older style stations. This station is more reasonable compared to a collection of large typical street transformers (see Figure 1 below). They are rated to NEMA TR-1 with a 63 dB average audible sound level at full load and under normal conditions, each transformer will be loaded at less than 50% of its rated capacity for redundancy requirements.

For comparison, the typical conversation ranges from 50-60 dB.

Flato, along with Hydro One, will work together to implement additional measures (e.g. fencing/screening) to further reduce potential noise levels; however, given the low level of noise produced under max/infrequent loading conditions, it is

anticipated that noise will have a minimal impact on the surrounding landowners, park goers and community.

2. Are there setback requirements for the station that could potentially freeze adjacent properties' ability to develop?

This style of substation has minimal to no setback requirements. The existing 12-meter hydro easement to the north and the existing 6-meter servicing easement to the east provide the necessary setbacks.

3. Is there a concern with this station concerning electromagnetic radiation and its proximity to a park?

Through discussions with FNX-INNOV, this station was stated to produce electromagnetic radiation on the same or lesser scale as a typical household microwave or induction oven. FNX-INNOV also confirmed that the electromagnetic radiation produced by the substations would be less than the 44 KV Hydro-Line currently running along the north side of the property and proposed park.

Per our discussions with FNX, there are no adverse health concerns with this station with regard to electromagnetic radiation.

Further, the park block can still be designed appropriately to accommodate landscaping, tails, a soccer field, etc. for residents.

4. Why are single detached dwelling lots proposed on the commercial block rather than other dwelling types?

Based on the surplus area from the commercial block that will contain the proposed single detached lots, it was determined that smaller single detached lots would be more appropriate than oversized semi-detached or townhouse lots.

Based on the information above, we trust that this information is sufficient to address the comments and concerns received at the May 24<sup>th</sup> statutory public meeting.

Should you have any further questions, please do not hesitate to contact us.

Figure 1 – Example Transformer Structures



### The Corporation of the Township of Southgate By-law Number 2023-054

**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** the Council of the Corporation of the Township of Southgate enacts as follows:

1. Schedule "17" to Zoning By-law No. 19-2002 is hereby amended by changing the zone symbol on a portion of the lands described as Part of Lots 233 and 234, Concession 1, geographic Township of Proton, in the Township of Southgate as shown on Schedule "A", affixed hereto, from:

Local Commercial Exception 465 (C1-465) and Open Space (OS) to Residential Type 1 Exception 378 (R1-378-H) and Open Space Exception 542 (OS-542).

2. **That** Section 33 (Exceptions) to By-law No. 19-2002 is hereby amended by adding the following Subsections:

"33.542 OS-542 Notwithstanding the provisions of

Section 27 or any other provisions to the contrary, the lands zoned OS-542, being Part of Lots 233 and 234, Concession 1, Geographic Township of Proton, County of Grey, shall be subject to the following zone

provisions:

Permitted Use(s): A hydro utility operation carried on by or behalf

of a Utility agency

Maximum Lot Coverage: N/A

Minimum Yard Setbacks: Nil (0) metres"

3. **That** Schedule "A" and all other notations thereon are hereby declared to form part of this by-law.

3. **That** 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 7th day of June, 2023.

Brian Milne – Mayor
Lindsey Green - Clerk

#### **Explanatory Note**

This by-law applies only to those lands described as Part of Lots 233 and 234, Concession 1, geographic Township of Proton, in the Township of Southgate.

The purpose of the zoning by-law amendment is to facilitate a redline revision to an approved draft plan of subdivision to provide additional residential lots along the western portion of an existing commercial block, as well as a hydro block on portion of an existing park block.

The effect of the zoning by-law amendment would be to change the zoning symbol on a portion of the property from Local Commercial Exception 465 (C1-465) and Open Space (OS) to Residential Type 1 Exception 378 (R1-378-H) and Open Space Exception542 (OS-542).

The Township of Southgate Official Plan designates the subject lands as Neighbourhood Area - Special Policy Area No. 5.6.3.

# Schedule "A" By-Law No. 2023-054 Amending By-Law No. 19-2002

Amending By-Law No.	10 2002
Township of Sou (Geographic Village of	•
Date Passed: <u>June 7, 2023</u>	
Signed:	
Brian Milne, Mayor	Lindsey Green, Clerk
Va <sub>Sk</sub>	Subject Lands
	OS-542
EP PU R2 R1-188	OS-542 OS R1-378-h R3-379-h C1-465 R1-378-H OS R3-379-h R3-379-h OS R1-378-H OS R1-378-H OS R1-378-H OS R1-378-H
R1-378 OS	
LEGEND  Subject Lands  R1  Reside  Lands subject to re-zoning  R3  Reside	ential Type 1  OS  Open Space  ential Type 3  C1  Local Commercial  mmental Protection  Wetland

# **Township of Southgate Administration Office**

185667 Grey Road 9, RR 1 Dundalk, ON NOC 1B0



Phone: 519-923-2110
Toll Free: 1-888-560-6607
Fax: 519-923-9262

Web: www.southgate.ca

## Staff Report PL2023-029

Title of Report: PL2023-029-Draft Provincial Policy Statement

Department: Planning Council Date: June 7, 2023

#### **Recommendation:**

Be it resolved that Council receive Staff Report PL2023-029 for information.

#### **Background**

The Province has sent out a draft Provincial Policy Statement for comments. One of the objectives of this new policy statement is to combine the Places to Grow Plan for the Greater Golden Horseshoe and the Provincial Policy Statement 2020.

The other major objective of the draft policy statement is to further the development of more housing and increasing housing supply. This is done largely by the removal of policy barriers and restrictions.

The deadline for written comments is June 6, 2023 to be submitted to the province. It is anticipated that the Statement will come into force in the fall of 2023.

#### **Provincial Planning Statement 2023 updates.**

Below is a review and discussion around the most relevant changes to the PPS with a focus on potential impacts to Southgate. The entire draft document can be found as attachment #1 to this report.

#### Planning for People and Homes

Draft policy 2.1.1 provides that, at the time of each official plan update, sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of at least 25 years, informed by provincial guidance. The draft policy would also provide that planning for infrastructure, public service facilities, strategic growth areas and employment areas may extend beyond this time horizon.

Draft policy 2.1.1 further provides that where the Minister of Municipal Affairs and Housing has made a zoning order, the resulting development potential is to be considered in addition to projected needs over the planning horizon established in the official plan. At the time of the municipality's next official plan update, this additional growth would be required to be incorporated into the official plan and related infrastructure plans.

Staff Comments: Staff generally support these changes. These two changes have a significant impact on Southgate and Dundalk. The growth estimates and changes made in our newly approved official plan would be considered to be on the lower side based on these changes. Much of the settlement area expansion and growth identified in the Official Plan was as a result of the three MZO's that where approved. It also suggests that we should consider additional lands for the purposes of planning for infrastructure such as water and wastewater. During a 5 year review of our new Official Plan the growth numbers and designated areas should be reviewed in more detail to ensure that we have a 25 year supply in addition to the MZO lands in order to comply with this change. There should be a cap on amount of supply that should be included in an OP to prevent sprawl by developers seeking to purchase cheaper land outside of the settlement boundary. This could result in more costly development over the longer term.

#### Housing

Proposed Policy 2.2.1(a) removes the requirement that planning authorities establish and implement minimum targets for the provision of housing which is affordable to low- and moderate-income households. The definition of "affordable" is proposed to be removed from the PPS.

Staff comment: Staff are not supportive of this change as it does not encourage affordable housing and instead drives the price of housing away from the affordable threshold. Without a target or definition there is no way for a municipality to measure what is affordable or that they are achieving the goal of creating affordable housing. Developers can now provide \$800,000 homes and be considered affordable if the average price is \$1,000 000 which is not truly affordable housing.

Planning authorities are proposed to be required to co-ordinate land use planning and planning for housing with Service Managers and school boards to address the full range of housing options, including "housing affordability needs."

Staff comment: Staff are supportive of this change. There has often been a disconnect between service managers and schoolboards and the municipality. It is hoped this policy will strengthen dialog, coordination and partnerships between these groups to facilitate complete communities. It is noted that because school boards are funded by the province the province will need to step up to provide the appropriate funding to build the required schools for all of the new development.

#### Settlement Areas and Settlement Area Boundary Expansions

In section 2.3 of the draft statement, it proposes to make significant changes to policies related to settlement areas. Notably, the removal of the requirement that planning authorities establish and implement minimum targets for intensification and redevelopment within built-up areas.

Staff comment: This policy change will encourage sprawl which is a costly form of development to service. To maximize infrastructure dollars, it always makes more

sense to promote intensification were feasible. Staff fail to see how the removal of this policy will help with building of more homes faster. This policy opens the way for green field development which is cheaper and easier for the development industry.

Another major change is that a planning authority may identify a settlement area or allow the expansion of a settlement area boundary only at the time of a comprehensive review and only when certain conditions have been demonstrated. The draft Statement would permit the planning authority to identify a new settlement area or allow a settlement area boundary expansion at any time. The Statement would also remove the current conditions required to be satisfied before settlement area additions or boundary expansions are permitted. Instead, the Statement provides only that planning authorities "should consider" the following:

that there is sufficient capacity in existing or planned infrastructure and public service facilities;

the applicable lands do not compromise specialty crop areas; the new or expanded settlement area complies with the minimum distance separation formulae;

Staff comment: Staff are supportive of this policy change for municipalities as it will facilitate faster development of parcels that are partly in and partly out of a settlement area. It also seems of little value to conduct a comprehensive review if the lands are an extension of existing development where roads and services are already present. The key will be ensuring that the policy is not abused by developers purchasing cheaper land outside the settlement area and applying to have it included within the settlement area and causing significant sprawl of urban areas. This could create servicing challenges in the future as well as remove a considerable amount of farmland from development.

The Statement would encourage (but would not require) planning authorities to establish density targets for new settlement area expansion lands as appropriate, based on local conditions. It would encourage (but not require) large and fast-growing municipalities to plan for a minimum density target of 50 residents and jobs per gross hectare. This is the current density target set out in the Growth Plan.

Staff Comment: Staff are supportive of setting a minimum density target to promote more efficient use of land and services. This issue has been raised by members of Council and it is something to be considered in an Official Plan update.

Draft policy 2.4.1.2 would prohibit the reduction in the size or change in the location of an urban growth area identified in an in effect official plan ("in effect as of" date to be determined), except through a new official plan or an official plan amendment adopted under section 26 of the Planning Act.

Staff comment: This policy proposes to restrict municipalities from making urban growth areas and settlement areas smaller within the Official Plan. This is primarily

to require municipalities to maintain a sufficient land supply and support housing in serviced settlement areas. Staff are supportive of this policy.

#### **Employment**

Draft policy 2.8.1.1(d) encourages intensification of employment uses that are compatible with compact mixed-use development, broadly listing "office, retail, industrial, manufacturing and warehousing" as examples of such employment uses.

Staff Comment: This policy opens the door for mixed use development to occur which can be beneficial. The caution here is to ensure that the industries permitted are not noxious in anyway toward residential type uses.

Draft policy 2.8.3 would appear to direct that residential, employment, public service facilities and other institutional uses shall be permitted "on lands for employment outside of employment areas" to support the achievement of complete communities.

Staff Comment: This policy appears to protect Employment areas and supports the uses listed as being located outside of employment areas in a more mixed use style of development to achieve complete communities.

Another noteworthy change is the Statement's proposal to remove the existing PPS, 2020 policy requiring separation or mitigation from sensitive land uses within employment areas planned for industrial and manufacturing uses "to maintain the long-term operational and economic viability of the planned uses and function of these areas."

Staff comment: This policy benefits the Eco Park phase 1 and 2 in that it does not require industry to mitigate for any existing sensitive land uses as the industrial use will be protected for the long term.

Another significant change is draft policy 2.8.2.4 which would modify the existing employment conversion policies by permitting planning authorities to remove lands from employment areas at any time (rather than through a comprehensive review), only where it can be demonstrated that they meet a set criteria.

Staff Comment: This policy is very useful in cleaning up old employment areas that are no longer considered to be employment areas such as railway lands and historical industrial development in downtown locations. This will permit an easier transition of these lands to a residential use faster. The township staff are supportive of this policy.

The definition of employment area is proposed to be revised to be consistent with the definition of "area of employment" proposed to be included in the Planning Act through Bill 97. The definition explicitly includes manufacturing, research, and development in connection with manufacturing, warehousing, and goods movement associated with retail and office and ancillary facilities. The definition would

explicitly exclude (the Statement uses the term "exclude," rather than prohibit) institutional and commercial uses from employment areas.

Staff comment: This means that areas that are considered to be employment areas can not include mixed uses that are commercial or institutional uses. This could be somewhat limiting for businesses who often have retail warehousing associated with their development.

#### Land Use Compatibility

Proposed changes to the land use compatibility policies as set out in draft section 3.5.2 would make it easier to establish sensitive land uses in the vicinity of existing or planned industrial, manufacturing "or other major facilities" that are vulnerable to encroachment.

Staff comment: While this policy makes it easier to establish residential development near industrial facilities it will inevitably create more complaints for Council and by-law officials to deal with. Staff are not supportive of this change which will impact the municipality significantly over time. The Township already experiences significant complaints regarding odour dust and noise and this policy will only add to that.

#### Natural Heritage

As of April 6, 2023, natural heritage policies and related definitions have not been included in the draft Provincial Policy Statement.

Staff Comments: Without these policies municipalities are unable to plan for ways to address the inability to get qualified natural heritage comments for applications. The County of Grey has delayed the hiring of a Natural Heritage expert until the new policies are presented. Staff are not supportive of leaving the policy blank an believe that natural Heritage Policies need to be included in the policy to ensure proper development on Natural Heritage lands.

#### **Agriculture**

Section 4.3 of the Statement proposes to make significant changes to policies related to the development of lands in prime agricultural areas. The new policy framework speaks to encouraging a geographically continuous agricultural land base through an agricultural system approach but will no longer require municipalities to use the provincially mapped Agricultural System. Municipalities will still be required to designate and protect prime agricultural areas for long-term use.

It will be easier to establish more housing within prime agricultural lands; currently the PPS, 2020 discourages residential lot creation in prime agricultural areas and it has been very difficult for some time to create new lots outside of a residence surplus created by farm consolidation.

Draft policy 4.3.2.4 would permit a principal dwelling associated with an agricultural operation to be located in prime agricultural areas as an agricultural use.

Staff Comment: This is a normal practice in that it would be no different then a farm house. The problem arises with all the Surplus farm severances are taken into account that specifically prohibit development on the retained lands through a zoning by-law amendment. These lands can not potentially be opened up again for residential development which will increase residential development in the country side. Staff believe that there should be some clarity required to this policy to determine how previous surplus farm severances should be addressed.

Draft policy 4.3.2.5 would permit, subordinate to the principal dwelling, up to two additional residential units in prime agricultural areas, provided certain conditions are met, including compliance with the minimum distance separation formulae and the appropriate provision of sewage and water services (among other requirements). At the same time, the additional residential units established through this policy can be severed in accordance with policy 4.3.3.1, meaning up to three lots may be created, potentially conflicting with the concept that they are subordinate to the principal dwelling.

#### **Staff Comments:**

Staff are not supportive of this policy. Southgate is largely an agricultural community and allowing for more residential units in the countryside will create conflicts and potentially sterilize thousands of acres across Ontario. Once a house and lot are created it can never be used for agriculture again. Considering these are the best agricultural lands that we have according to the classification, the province should be protecting farmland and not allowing it to be developed. The MDS conflicts created by this policy will result in some farmers not being able to expand their farming operation.

This policy does benefit some farmers who are truly looking to build a house for their children to keep the farm in the family. The unfortunate part about it is, that this is a short-term view of the situation. There is no guarantee that family members will purchase or own the new homes and lots in the future. Family members can sell the house and that could potentially introduce individuals that are not used to country living and all the issues that go with it. Furthermore, it allows two new lots to be created which complicates MDS issues with respect to housing clusters if there is a historical severance in the past.

Draft policy 4.3.3.1(a) would permit residential lot creation in such areas in accordance with provincial guidance for "new residential lots created from a lot or parcel of land that existed on January 1, 2023," subject to conditions set out in the draft policy. Up to three residential lots may be permitted on any property located in a existing prime agricultural area, provided that certain conditions can be met, including a requirement that any new lot be located outside of a specialty crop area; has existing access on a public road, with appropriate frontage for ingress and egress and is adjacent to existing non-agricultural land uses; or consists primarily of lower-priority agricultural lands (among other requirements).

Staff comment: This policy will significantly alter the rural landscape within Southgate. It will introduce more conflicts, sterilize more land and prohibit agricultural livestock operations from expanding. It could also overload municipalities from an application perspective. Municipalities that have been restrictive with their severance policy in the past may face increased application volumes as some smaller farmers "cash in" on the ability to remove equity from the farm. Up to three residential lots on farms within the agricultural designation does not direct growth to the appropriate place in staff's opinion. Growth in the countryside is more expensive and will be serviced by private services. This will have the effect of increasing agricultural lot prices which does nothing for affordability. Staff do not support this policy.

The draft policies of section 2.6 (1)(c) appear to permit rural plans of subdivision again. The policy specifically permits multi lot development in the rural area which is contradictory to the policy that focuses growth to settlement areas.

Staff Comment: Staff do not support rural plans of subdivision as it also creates significant impacts on agriculture and aggregate extraction. It creates conflicts between the uses such as noise and odour and it can sterilize both farmland and aggregate resources from being extracted. These rural lots are a more costly form of development and often have a negative effect on the general tax levy compared to development within more built-up settlement areas.

Respectfully Submitted,

Municipal Planner: \_\_\_\_\_ Original Signed By

Clinton Stredwick, BES, MCIP, RPP

CAO Approval: Original Signed By

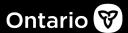
Dina Lundy, CAO

Attachments:

1. Draft Provincial Planning Statement (2023)







# PROPOSED PROVINCIAL PLANNING STATEMENT

April 6, 2023

Environmental Registry of Ontario Posting # 019-6813

# [PAGE INTENTIONALLY LEFT BLANK]

# PROPOSED PROVINCIAL PLANNING STATEMENT APRIL 2023

Environmental Registry of Ontario Posting # 019-6813

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### **Preface**

# **Proposed Provincial Planning Statement**

# **April 2023**

The Ministry of Municipal Affairs and Housing (MMAH) is seeking input on proposed policies for an integrated province-wide land use planning policy document. This proposed Provincial Planning Statement takes policies from both A Place to Grow: Growth Plan for the Greater Golden Horseshoe and the Provincial Policy Statement, 2020 to support the achievement of housing objectives across Ontario.

The Provincial Policy Statement, 2020 is issued under the *Planning Act* and is the primary provincial land use planning policy document, applying across Ontario. A Place to Grow is a growth plan issued under the *Places to Grow Act, 2005*. The Province is now seeking input on a proposed Provincial Planning Statement that would replace the existing Provincial Policy Statement and A Place to Grow.

Should the government adopt the proposed Provincial Planning Statement, the government would consequentially revoke the Provincial Policy Statement, 2020 and A Place to Grow, as well as amend regulations (O. Reg. 416/05 and O. Reg. 311/06) under the Places to Grow Act, 2005.

#### **Seeking Feedback**

Please submit written comments or questions on the <u>Environmental Registry of Ontario</u> (ERO) in response to posting <u>#019-6813</u>. The deadline for written comments is June 6, 2023.

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# **Chapter 1: Introduction**

#### **Preamble**

The proposed Provincial Planning Statement (or "Policy Statement") provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, this Policy Statement sets the policy foundation for regulating the development and use of land. It also supports the provincial goal to enhance the quality of life for all Ontarians.

The proposed Provincial Planning Statement provides for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural and built environment. This Policy Statement supports improved land use planning and management, which contributes to a more effective and efficient land use planning system.

The proposed Provincial Planning Statement also provides policy direction on matters applying only to Ontario's largest and fastest growing municipalities with the greatest need for housing. Large and fast-growing municipalities is a defined term and the list of these municipalities is identified in Schedule 1 of this Policy Statement.

The policies of this Policy Statement may be complemented by provincial plans or by locally-generated policies regarding matters of municipal interest. Provincial plans and municipal official plans provide a framework for comprehensive, integrated, place-based and long-term planning that supports and integrates the principles of strong communities, a clean and healthy environment and economic growth, for the long term.

Municipal official plans are the most important vehicle for implementation of this Policy Statement and for achieving comprehensive, integrated and long-term planning. Official plans should coordinate cross-boundary matters to complement the actions of other planning authorities and promote mutually beneficial solutions.

Zoning and development permit by-laws are also important for the implementation of this Policy Statement. Zoning and development permit by-laws should be forward-looking and facilitate opportunities for an appropriate range and mix of *housing options* for all Ontarians.

Land use planning is only one of the tools for implementing provincial interests. A wide range of legislation, regulations, policies and programs may apply to decisions with respect to *Planning Act* applications and affect planning matters, and assist in implementing these interests.

Within the Great Lakes – St. Lawrence River Basin, there may be circumstances where planning authorities should consider agreements related to the protection or restoration of the Great Lakes – St. Lawrence River Basin. Examples of these agreements include Great Lakes agreements between Ontario and Canada, between Ontario and Quebec and the Great Lakes States of the United States of America, and between Canada and the United States of America.

The Province's rich cultural diversity is one of its distinctive and defining features. Indigenous communities have a unique relationship with the land and its resources, which continues to shape the history and economy of the Province today. Ontario recognizes the unique role Indigenous communities have in land use planning and development, and the contribution of



Indigenous communities' perspectives and traditional knowledge to land use planning decisions. The Province recognizes the importance of consulting with Aboriginal communities on planning matters that may affect their section 35 Aboriginal or treaty rights.

# **Legislative Authority**

The proposed Provincial Planning Statement is issued under the authority of section 3 of the *Planning Act* and came into effect on [effective date]. This Policy Statement applies to all decisions in respect of the exercise of any authority that affects a planning matter made on or after [effective date].

In respect of the exercise of any authority that affects a planning matter, section 3 of the *Planning Act* requires that decisions affecting planning matters shall be consistent with policy statements issued under the Act.

Comments, submissions or advice that affect a planning matter that are provided by the council of a municipality, a local board, a planning board, a minister or ministry, board, commission or agency of the government shall be consistent with this Policy Statement.

# **How to Read this Policy Statement**

The provincial policy-led planning system recognizes and addresses the complex interrelationships among environmental, economic and social factors in land use planning. This Policy Statement supports a comprehensive, integrated and long-term approach to planning, and recognizes linkages among policy areas.

#### **Read the Entire Policy Statement**

This Policy Statement is more than a set of individual policies. It is to be read in its entirety and the relevant policies are to be applied to each situation. When more than one policy is relevant, a decision-maker should consider all of the relevant policies to understand how they work together. The language of each policy, including the Implementation and Interpretation policies, will assist decision-makers in understanding how the policies are to be implemented.

While specific policies sometimes refer to other policies for ease of use, these cross-references do not take away from the need to read this Policy Statement as a whole.

There is no implied priority in the order in which the policies appear.

#### **Consider Specific Policy Language**

When applying this Policy Statement it is important to consider the specific language of the policies. Each policy provides direction on how it is to be implemented, how it is situated within the broader Policy Statement, and how it relates to other policies.

Some policies set out positive directives, such as "settlement areas shall be the focus of growth and development." Other policies set out limitations and prohibitions, such as "development and site alteration shall not be permitted." Other policies use enabling or supportive language, such as "should," "promote" and "encourage."



The choice of language is intended to distinguish between the types of policies and the nature of implementation. There is some discretion when applying a policy with enabling or supportive language in contrast to a policy with a directive, limitation or prohibition.

#### **Geographic Scale of Policies**

This Policy Statement recognizes the diversity of Ontario and that local context is important. Policies are outcome-oriented, and some policies provide flexibility in their implementation provided that provincial interests are upheld.

While this Policy Statement is to be read as a whole, not all policies will be applicable to every site, feature or area. This Policy Statement applies at a range of geographic scales.

Some of the policies refer to specific areas or features and can only be applied where these features or areas exist. Other policies refer to planning objectives that need to be considered in the context of the municipality or planning area as a whole, and are not necessarily applicable to a specific site or development proposal.

#### **Policies Represent Minimum Standards**

The policies of this Policy Statement represent minimum standards.

Within the framework of the provincial policy-led planning system, planning authorities and decision-makers may go beyond these minimum standards to address matters of importance to a specific community, unless doing so would conflict with any policy of this Policy Statement.

#### **Defined Terms and Meanings**

Except for references to legislation which are italicized, other italicized terms in this Policy Statement are defined in the Definitions chapter. For non-italicized terms, the normal meaning of the word applies. Terms may be italicized only in specific policies; for these terms, the defined meaning applies where they are italicized and the normal meaning applies where they are not italicized. Defined terms in the Definitions chapter are intended to capture both singular and plural forms of these terms in the policies.

#### **Provincial Guidance**

Provincial guidance, including guidance material, guidelines and technical criteria may be issued from time to time to assist planning authorities and decision-makers with implementing the policies of this Policy Statement. Information, technical criteria and approaches outlined in provincial guidance are meant to support implementation but not add to or detract from the policies of this Policy Statement.

#### **Relationship with Provincial Plans**

This Policy Statement provides overall policy directions on matters of provincial interest related to land use planning and development in Ontario, and applies province-wide, except where this policy statement or another provincial plan provides otherwise.

Provincial plans, such as the Greenbelt Plan and the Growth Plan for Northern Ontario, build upon the policy foundation provided by this Policy Statement. They provide additional land use



planning policies to address issues facing specific geographic areas in Ontario.

Provincial plans are to be read in conjunction with this Policy Statement. They take precedence over the policies of this Policy Statement to the extent of any conflict, except where the relevant legislation provides otherwise.

Where the policies of provincial plans address the same, similar, related, or overlapping matters as the policies of this Policy Statement, applying the more specific policies of the provincial plan satisfies the more general requirements of this Policy Statement. In contrast, where matters addressed in this Policy Statement do not overlap with policies in provincial plans, the policies in this Policy Statement must be independently satisfied.

Land use planning decisions made by municipalities, planning boards, the Province, or a commission or agency of the government must be consistent with this Policy Statement. Where provincial plans are in effect, planning decisions must conform or not conflict with them, as the case may be.

#### Vision

Ontario is a vast province with a diversity of urban, rural and northern communities that is distinguished by different populations, economic activity, pace of growth, and physical and natural conditions.

The long-term prosperity and social well-being of Ontario depends on celebrating these differences and planning for complete communities for people of all ages, abilities and incomes. More than anything, a prosperous Ontario will see the building of more homes for all Ontarians. In addition, a prosperous Ontario will support a strong and competitive economy, and a clean and healthy environment.

Ontario will increase the supply and mix of housing options and address the full range of housing affordability needs. Every community will build homes that respond to changing market needs, and local needs and demand. Providing a sufficient supply with the necessary range and mix of housing options will support a diverse and growing population and workforce, now, and for many years to come.

A successful Ontario will also be one with a competitive advantage of being investment-ready and celebrated for its influence, innovation and cultural diversity. The Ontario economy will continue to mature into a centre of industry and commerce of global significance. Central to this success will be the people who live and work in this Province.

Ontario's land use planning framework, and the decisions that are made, shape how our communities grow and prosper. While progress has been made, equity-deserving groups still face a complex range of challenges. Municipalities will work with the Province to design complete communities with increased access to housing, employment, schools, transportation options, recreation and public spaces, and services that are equitable and sustainable for all Ontarians.

Land use will be managed to accommodate appropriate development to meet the full range of current and future needs. Efficient land use and development patterns will contribute to achieving equitable outcomes for all Ontarians by design. Downtowns, main streets and rural



areas will be vital and viable. Cultural heritage and archaeology in Ontario will provide people with a sense of place. Prioritizing compact and transit-supportive design, where locally appropriate, and optimizing investments in infrastructure and public service facilities will support convenient access to housing, quality employment, services and recreation for all Ontarians.

Housing must be built in the right places so that Ontario's vibrant agricultural sector and sensitive areas will continue to form part of the Province's economic prosperity and overall identity. Growth and development will be focused within urban and rural settlements that will, in turn, support and protect the long-term viability of rural areas, local food production and the agri-food network.

The wise use and management of resources will be encouraged including natural areas, agricultural lands and the Great Lakes while providing attention to appropriate housing supply and public health and safety. Potential risks to public health or safety or of property damage from natural hazards and human-made hazards, including the risks associated with the impacts of climate change will be mitigated. This will require the Province, planning authorities, and conservation authorities to work together.

Across rural Ontario, local circumstances vary by region. Northern Ontario's natural environment and vast geography offer different opportunities than the predominately agricultural areas of the southern regions of the Province. The Province will continue to ensure northern communities are supported and economic growth is promoted so that the region remains strong, while protecting its natural features.

Ontario will continue to recognize the unique role Indigenous communities have in land use planning and development, and the contribution of Indigenous communities' perspectives and traditional knowledge to land use planning decisions. Meaningful early engagement and constructive, cooperative relationship-building between planning authorities and Indigenous communities will facilitate knowledge-sharing and inform decision-making in land use planning.

Above all, Ontario will continue to be a great place to live, work and visit where all Ontarians enjoy a high standard of living and an exceptional quality of life.



# Chapter 2: Building Homes, Sustaining Strong and Competitive Communities

# 2.1 Planning for People and Homes

- At the time of each official plan update, sufficient land shall be made available to
  accommodate an appropriate range and mix of land uses to meet projected needs for a time
  horizon of at least 25 years, informed by provincial guidance. Planning for infrastructure,
  public service facilities, strategic growth areas and employment areas may extend beyond
  this time horizon.
  - Where the Minister of Municipal Affairs and Housing has made a zoning order, the resulting development potential shall be in addition to projected needs over the planning horizon established in the official plan. At the time of the municipality's next official plan update, this additional growth shall be incorporated into the official plan and related infrastructure plans.
- 2. To provide for an appropriate range and mix of *housing options* and densities required to meet projected requirements of current and future residents of the *regional market area*, planning authorities shall:
  - a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through lands which are designated and available for residential development; and
  - b) maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned, including units in draft approved or registered plans.
- 3. Where planning is conducted by an upper-tier municipality, the land and unit supply maintained by the lower-tier municipality identified in policy 2.1.2 shall be based on and reflect the allocation of population and units by the upper-tier municipality.
- 4. Planning authorities should support the achievement of *complete communities* by:
  - a) accommodating an appropriate range and mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including, schools and associated child care facilities, long-term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;
  - b) improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and
  - c) improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.



# 2.2 Housing

- 1. Planning authorities shall provide for an appropriate range and mix of *housing options* and densities to meet projected needs of current and future residents of the *regional market area* by:
  - a) coordinating land use planning and planning for housing with Service Managers to address the full range of *housing options* including housing affordability needs;
  - b) permitting and facilitating:
    - all housing options required to meet the social, health, economic and well-being requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and
    - all types of residential intensification, including the conversion of existing commercial and institutional buildings for residential use, development and introduction of new housing options within previously developed areas, and redevelopment which results in a net increase in residential units in accordance with policy 2.3.3;
  - c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and
  - d) requiring *transit-supportive* development and prioritizing *intensification*, including potential air rights development, in proximity to transit, including corridors and stations.

# 2.3 Settlement Areas and Settlement Area Boundary Expansions

- 1. Settlement areas shall be the focus of growth and development. Within settlement areas, growth should be focused in, where applicable, strategic growth areas, including major transit station areas.
- 2. Land use patterns within *settlement areas* should be based on densities and a mix of land uses which:
  - a) efficiently use land and resources;
  - b) optimize existing and planned infrastructure and public service facilities;
  - c) support active transportation;
  - d) are transit-supportive, as appropriate; and
  - e) are freight-supportive.
- 3. Planning authorities should support general *intensification* and *redevelopment* to support the achievement of *complete communities*, including by planning for a range and mix of *housing options* and prioritizing planning and investment in the necessary *infrastructure* and *public service facilities*.



- 4. In identifying a new *settlement area* or allowing a *settlement area* boundary expansion, planning authorities should consider the following:
  - a) that there is sufficient capacity in existing or planned *infrastructure* and *public* service facilities;
  - b) the applicable lands do not comprise specialty crop areas;
  - c) the new or expanded *settlement area* complies with the *minimum distance separation formulae*;
  - d) impacts on agricultural lands and operations which are adjacent or close to the settlement area are avoided, or where avoidance is not possible, minimized and mitigated to the extent feasible as determined through an agricultural impact assessment or equivalent analysis, based on provincial guidance; and
  - e) the new or expanded *settlement area* provides for the phased progression of urban development.
- 5. Planning authorities are encouraged to establish density targets for new *settlement areas* or *settlement area* expansion lands, as appropriate, based on local conditions. *Large and fast-growing municipalities* are encouraged to plan for a minimum density target of 50 residents and jobs per gross hectare.

# 2.4 Strategic Growth Areas

#### 2.4.1 General Policies for Strategic Growth Areas

- To support the achievement of complete communities, a range and mix of housing options, intensification and more mixed-use development, planning authorities may, and large and fast-growing municipalities shall, identify and focus growth and development in strategic growth areas by:
  - a) identifying an appropriate minimum density target for each *strategic growth* area; and
  - b) identifying the appropriate type and scale of development in *strategic growth* areas and transition of built form to adjacent areas.
- 2. Any reduction in the size or change in the location of *urban growth centres* identified in an in effect official plan as of [effective date] may only occur through a new official plan or official plan amendment adopted under section 26 of the *Planning Act*.

#### 2.4.2 Major Transit Station Areas

- 1. Large and fast-growing municipalities shall delineate the boundaries of major transit station areas on higher order transit corridors through a new official plan or official plan amendment adopted under section 26 of the Planning Act. The delineation shall define an area within a 500 to 800 metre radius of a transit station and that maximizes the number of potential transit users that are within walking distance of the station.
- 2. Within *major transit station areas* on *higher order transit* corridors, *large and fast-growing municipalities* shall plan for a minimum density target of:



- a) 200 residents and jobs combined per hectare for those that are served by subways;
- b) 160 residents and jobs combined per hectare for those that are served by light rail or bus rapid transit; or
- c) 150 residents and jobs combined per hectare for those that are served by commuter or regional inter-city rail.
- 3. For any particular *major transit station area*, *large and fast-growing municipalities* may request the Minister to approve an official plan or official plan amendment with a target that is lower than the applicable target established in policy 2.4.2.2, where it has been demonstrated that this target cannot be achieved because:
  - a) *development* is prohibited by provincial policy or severely restricted on a significant portion of the lands within the delineated area; or
  - b) there are a limited number of residents and jobs associated with the built form, but a *major trip generator* or feeder service will sustain high ridership at the station or stop.
- 4. Planning authorities that are not *large and fast-growing municipalities* may plan for *major transit station areas* on *higher order transit* corridors by delineating boundaries and establishing minimum density targets.
- 5. Planning authorities may plan for *major transit station areas* that are not on *higher order transit* corridors by delineating boundaries and establishing minimum density targets.
- 6. All major transit station areas should be planned and designed to be transit-supportive and to achieve multimodal access to stations and connections to nearby major trip generators by providing, where feasible:
  - a) connections to local and regional transit services to support *transit service integration*;
  - b) *infrastructure* that accommodates a range of mobility needs and supports *active transportation*, including sidewalks, bicycle lanes, and secure bicycle parking; and
  - c) commuter pick-up/drop-off areas.

# 2.5 Rural Areas in Municipalities

- 1. Healthy, integrated and viable *rural areas* should be supported by:
  - a) building upon rural character, and leveraging rural amenities and assets;
  - b) promoting regeneration, including the redevelopment of brownfield sites;
  - c) accommodating an appropriate range and mix of housing in rural *settlement* areas;
  - d) using rural infrastructure and public service facilities efficiently;
  - e) promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources;
  - f) providing opportunities for sustainable and diversified tourism, including leveraging historical, cultural, and natural assets;



- g) conserving biodiversity and considering the ecological benefits provided by nature; and
- h) providing opportunities for economic activities in *prime agricultural areas*, in accordance with policy 4.3.
- 2. When directing development in rural *settlement areas* in accordance with policy 2.3, planning authorities shall give consideration to locally appropriate rural characteristics, the scale of development and the provision of appropriate service levels.

Growth and development may be directed to *rural lands* in accordance with policy 2.6, including where a municipality does not have a *settlement area*.

# 2.6 Rural Lands in Municipalities

- 1. On *rural lands* located in municipalities, permitted uses are:
  - a) the management or use of resources;
  - b) resource-based recreational uses (including recreational dwellings not intended as permanent residences);
  - residential development, including lot creation and multi-lot residential development, where site conditions are suitable for the provision of appropriate sewage and water services;
  - d) agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices, in accordance with provincial standards;
  - e) home occupations and home industries;
  - f) cemeteries; and
  - g) other rural land uses.
- 2. Development that can be sustained by rural service levels should be promoted.
- 3. Development shall be appropriate to the *infrastructure* which is planned or available, and avoid the need for the uneconomical expansion of this *infrastructure*.
- 4. Opportunities to support a diversified rural economy should be promoted by protecting agricultural and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses.
- 5. New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the *minimum distance separation formulae*.

# 2.7 Territory Without Municipal Organization

- 1. On *rural lands* located in territory without municipal organization, the focus of development activity shall be related to the sustainable management or use of resources and resource-based recreational uses (including recreational dwellings not intended as permanent residences).
- 2. Development shall be appropriate to the *infrastructure* which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this *infrastructure*.



- 3. The establishment of new permanent townsites shall not be permitted.
- 4. In areas adjacent to and surrounding municipalities, only development that is related to the sustainable management or use of resources and resource-based recreational uses (including recreational dwellings not intended as permanent residences) shall be permitted. Other uses may only be permitted if:
  - a) the area forms part of a planning area;
  - b) the necessary *infrastructure* and *public service facilities* are planned or available to support the development and are financially viable over their life cycle; and
  - c) it has been determined that the impacts of development will not place an undue strain on the *public service facilities* and *infrastructure* provided by adjacent municipalities, regions and/or the Province.

# 2.8 Employment

#### 2.8.1 Supporting a Modern Economy

- 1. Planning authorities shall promote economic development and competitiveness by:
  - a) providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs;
  - providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;
  - c) identifying strategic sites for investment, monitoring the availability and suitability of employment sites, including market-ready sites, and seeking to address potential barriers to investment; and
  - d) encouraging *intensification* of employment uses and compact, mixed-use development that incorporates compatible employment uses such as office, retail, industrial, manufacturing and warehousing, to support the achievement *complete communities*.
- Industrial, manufacturing and small-scale warehousing uses that could be located adjacent to sensitive land uses without adverse effects are encouraged in strategic growth areas and other mixed-use areas where frequent transit service is available, outside of employment areas.
- 3. On lands for employment outside of *employment areas*, and taking into account the transition of uses to prevent *adverse effects*, a diverse mix of land uses, including residential, employment, *public service facilities* and other institutional uses shall be permitted to support the achievement of *complete communities*.
- 4. Official plans and zoning by-laws shall not contain provisions that are more restrictive than policy 2.8.1.3 except for purposes of public health and safety.
- 5. Major office and major institutional development should be directed to *major transit station* areas or other strategic growth areas where frequent transit service is available.

#### 2.8.2 Employment Areas

- 1. Planning authorities shall plan for, protect and preserve *employment areas*:
  - a) for current and future uses and ensure that the necessary *infrastructure* is provided to support current and projected needs; and
  - b) that are located in proximity to *major goods movement facilities and corridors*, including facilities and corridors identified in provincial transportation plans, for the *employment area* uses that require those locations.
- 2. Planning authorities shall designate, protect and plan for all *employment areas* in *settlement areas* by:
  - a) planning for *employment area* uses over the long-term that require those locations including manufacturing, research and development in connection with manufacturing, warehousing and goods movement, and associated retail and office uses and ancillary facilities;
  - b) prohibiting residential uses, commercial uses, *public service facilities* and other institutional uses;
  - c) prohibiting retail and office uses that are not associated with the primary employment use;
  - d) prohibiting other *sensitive land uses* that are not ancillary to the primary employment use; and
  - e) including an appropriate transition to adjacent non-employment areas to ensure land use compatibility.
- 3. Planning authorities shall assess and update *employment areas* identified in official plans to ensure that this designation is appropriate to the planned function of *employment areas*.
- 4. Planning authorities may remove lands from *employment areas* only where it has been demonstrated that:
  - a) there is an identified need for the removal and the land is not required for *employment area* uses over the long term;
  - b) the proposed uses would not negatively impact the overall viability of the *employment area* by:
    - 1. avoiding, or where avoidance is not possible, minimizing and mitigating potential impacts to existing or planned *employment area* uses in accordance with policy 3.5; and
    - 2. maintaining access to major goods movement facilities and corridors;
  - c) existing or planned *infrastructure* and *public service facilities* are available to accommodate the proposed uses.



# 2.9 Energy Conservation, Air Quality and Climate Change

- 1. Planning authorities shall plan to reduce greenhouse gas emissions and prepare for the *impacts of a changing climate* through approaches that:
  - a) support the achievement of compact, *transit-supportive*, and *complete communities*;
  - b) incorporate climate change considerations in planning for and the development of *infrastructure*, including stormwater management systems, and *public service* facilities;
  - c) support energy conservation and efficiency;
  - d) promote *green infrastructure, low impact development,* and *active transportation,* protect the environment and improve air quality; and
  - e) take into consideration any additional approaches that help reduce greenhouse gas emissions and build community resilience to the *impacts of a changing climate*.



# **Chapter 3: Infrastructure and Facilities**

# 3.1 General Policies for Infrastructure and Public Service Facilities

1. *Infrastructure* and *public service facilities* shall be provided in an efficient manner while accommodating projected needs.

Planning for *infrastructure* and *public service facilities* shall be coordinated and integrated with land use planning and growth management so that they:

- a) are financially viable over their life cycle, which may be demonstrated through asset management planning;
- b) leverage the capacity of development proponents, where appropriate; and
- c) are available to meet current and projected needs.
- 2. Planning and investments in *infrastructure* and *public service facilities* should be prioritized to support *strategic growth areas* as focal areas for growth and development.
- 3. Before consideration is given to developing new infrastructure and public service facilities:
  - a) the use of existing *infrastructure* and *public service facilities* should be optimized; and
  - b) opportunities for adaptive re-use should be considered, wherever feasible.
- 4. Infrastructure and public service facilities should be strategically located to support the effective and efficient delivery of emergency management services, and to ensure the protection of public health and safety in accordance with the policies in Chapter 5: Protecting Public Health and Safety.
- 5. *Public service facilities* should be co-located to promote cost-effectiveness and facilitate service integration, access to transit and *active transportation*.
- 6. Planning authorities, in consultation with school boards, should consider and encourage innovative approaches in the design of schools and associated child care facilities, such as schools integrated in high-rise developments, in *strategic growth areas*, and other areas with a *compact built form*.

# 3.2 Transportation Systems

- 1. *Transportation systems* should be provided which are safe, energy efficient, facilitate the movement of people and goods, and are appropriate to address projected needs.
- 2. Efficient use should be made of existing and planned *infrastructure*, including through the use of *transportation demand management* strategies, where feasible.
- 3. As part of a *multimodal* transportation system, connectivity within and among *transportation* systems and modes should be maintained and, where possible, improved including connections which cross jurisdictional boundaries.



# 3.3 Transportation and Infrastructure Corridors

- 1. Planning authorities shall plan for and protect corridors and rights-of-way for *infrastructure*, including transportation, transit and electricity generation facilities and transmission systems to meet current and projected needs.
- 2. Major goods movement facilities and corridors shall be protected for the long term.
- 3. Planning authorities shall not permit *development* in *planned corridors* that could preclude or negatively affect the use of the corridor for the purpose(s) for which it was identified.
  - New *development* proposed on *adjacent lands* to existing or *planned corridors* and transportation facilities should be compatible with, and supportive of, the long-term purposes of the corridor and should be designed to avoid, or where avoidance is not possible, minimize and mitigate negative impacts on and from the corridor and transportation facilities.
- 4. The preservation and reuse of abandoned corridors for purposes that maintain the corridor's integrity and continuous linear characteristics should be encouraged, wherever feasible.
- 5. The co-location of linear *infrastructure* should be promoted, where appropriate.

# 3.4 Airports, Rail and Marine Facilities

- 1. Planning for land uses in the vicinity of *airports, rail facilities* and *marine facilities* shall be undertaken so that:
  - a) their long-term operation and economic role is protected; and
  - b) airports, rail facilities and marine facilities and sensitive land uses are appropriately designed, buffered and/or separated from each other, in accordance with policy 3.5.
- 2. Airports shall be protected from incompatible land uses and development by:
  - a) prohibiting new residential *development* and other sensitive land uses in areas near *airports* above 30 NEF/NEP;
  - considering redevelopment of existing residential uses and other sensitive land uses or infilling of residential and other sensitive land uses in areas above 30 NEF/NEP only if it has been demonstrated that there will be no negative impacts on the long-term function of the airport; and
  - c) discouraging land uses which may cause a potential aviation safety hazard.

# 3.5 Land Use Compatibility

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.



2. Where avoidance is not possible in accordance with policy 3.5.1, planning authorities shall protect the long-term viability of existing or planned industrial, manufacturing or other major facilities that are vulnerable to encroachment by ensuring that proposed adjacent sensitive land uses are only permitted if potential impacts to industrial, manufacturing or other major facilities are minimized and mitigated in accordance with provincial guidelines, standards and procedures.

# 3.6 Sewage, Water and Stormwater

- 1. Planning for sewage and water services shall:
  - a) accommodate forecasted growth in a manner that promotes the efficient use and optimization of existing *municipal sewage services* and *municipal water services* and existing *private communal sewage services* and *private communal water services*;
  - b) ensure that these services are provided in a manner that:
    - 1. can be sustained by the water resources upon which such services rely;
    - 2. is feasible and financially viable over their life cycle;
    - 3. protects human health and safety, and the natural environment, including the *quality and quantity of water*; and
    - 4. considers comprehensive municipal planning for these services, where applicable.
  - c) promote water and energy conservation and efficiency;
  - d) integrate servicing and land use considerations at all stages of the planning process;
  - e) be in accordance with the servicing options outlined through policies 3.6.2, 3.6.3, 3.6.4 and 3.6.5; and
  - f) integrate with source protection planning.
- 2. Municipal sewage services and municipal water services are the preferred form of servicing for settlement areas to support protection of the environment and minimize potential risks to human health and safety. For clarity, municipal sewage services and municipal water services include both centralized servicing systems and decentralized servicing systems.
- 3. Where *municipal sewage services* and *municipal water services* are not available, planned or feasible, *private communal sewage services* and *private communal water services* are the preferred form of servicing for multi-unit/lot *development* to support protection of the environment and minimize potential risks to human health and safety.
- 4. Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not available, planned or feasible, individual on-site sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts.

At the time of the official plan review or update, planning authorities should assess the long-term impacts of *individual on-site sewage services* and *individual on-site water services* on environmental health and the financial viability or feasibility of other forms of servicing set out in policies 3.6.2 and 3.6.3.



- 5. Partial services shall only be permitted in the following circumstances:
  - a) where they are necessary to address failed *individual on-site sewage services* and *individual on-site water services* in existing development; or
  - b) within *settlement areas*, to allow for infilling and minor rounding out of existing development on *partial services* provided that site conditions are suitable for the long-term provision of such services with no *negative impacts*.
- 6. In rural areas, where *partial services* have been provided to address failed services in accordance with policy 3.6.5 (a), infilling on existing lots of record may be permitted where this would represent a logical and financially viable connection to the existing *partial service* and provided that site conditions are suitable for the long-term provision of such services with no *negative impacts*.
- 7. Planning authorities may allow lot creation where there is confirmation of sufficient *reserve* sewage system capacity and reserve water system capacity.
- 8. Planning for stormwater management shall:
  - a) be integrated with planning for sewage and water services and ensure that systems are optimized, retrofitted as appropriate, feasible and financially viable over their full life cycle;
  - b) minimize, or, where possible, prevent increases in contaminant loads;
  - c) minimize erosion and changes in water balance including through the use of green infrastructure;
  - d) mitigate risks to human health, safety, property and the environment;
  - e) maximize the extent and function of vegetative and pervious surfaces;
  - f) promote best practices, including stormwater attenuation and re-use, water conservation and efficiency, and *low impact development*; and
  - g) align with any comprehensive municipal plans for stormwater management that consider cumulative impacts of stormwater from development on a *watershed* scale.

# 3.7 Waste Management

1. Waste management systems need to be planned for and provided that are of an appropriate size, type, and location to accommodate present and future requirements, and facilitate integrated waste management.

# 3.8 Energy Supply

1. Planning authorities should provide opportunities for the development of energy supply including electricity generation facilities and transmission and distribution systems, district energy, and *renewable energy systems* and *alternative energy systems*, to accommodate current and projected needs.

# 3.9 Public Spaces, Recreation, Parks, Trails and Open Space

- 1. Healthy, active, and inclusive communities should be promoted by:
  - a) planning public streets, spaces and facilities to be safe, meet the needs of persons of all ages and abilities, including pedestrians, foster social interaction and facilitate *active transportation* and community connectivity;
  - b) planning and providing for the needs of persons of all ages and abilities in the distribution of a full range of publicly-accessible built and natural settings for recreation, including facilities, parklands, public spaces, open space areas, trails and linkages, and, where practical, water-based resources;
  - c) providing opportunities for public access to shorelines; and
  - d) recognizing provincial parks, conservation reserves, and other protected areas, and minimizing negative impacts on these areas.



# **Chapter 4: Wise Use and Management of Resources**

# 4.1 Natural Heritage

As of April 6, 2023, natural heritage policies and related definitions remain under consideration by the government. Once proposed policies and definitions are ready for review and input, they will be made available through a separate posting on the Environmental Registry of Ontario. ERO# 019-6813 will be updated with a link to the relevant posting once it is available.

## 4.2 Water

- 1. Planning authorities shall protect, improve or restore the quality and quantity of water by:
  - a) using the watershed as the ecologically meaningful scale for integrated and long-term planning, which can be a foundation for considering cumulative impacts of development;
  - b) minimizing potential *negative impacts*, including cross-jurisdictional and cross-watershed impacts;
  - c) identifying water resource systems;
  - d) maintaining linkages and functions of water resource systems;
  - e) implementing necessary restrictions on development and site alteration to:
    - 1. protect drinking water supplies and designated vulnerable areas; and
    - 2. protect, improve or restore *vulnerable* surface and ground water, and their *hydrologic functions*;
  - f) planning for efficient and sustainable use of water resources, through practices for water conservation and sustaining water quality; and
  - g) ensuring consideration of environmental lake capacity, where applicable.
- 2. Development and site alteration shall be restricted in or near sensitive surface water features and sensitive ground water features such that these features and their related hydrologic functions will be protected, improved or restored, which may require mitigative measures and/or alternative development approaches.
- 3. Municipalities are encouraged to undertake *watershed planning* to inform planning for *sewage and water services* and stormwater management, including *low impact development*, and the protection, improvement or restoration of the *quality and quantity of water*.



## 4.3 Agriculture

#### 4.3.1 General Policies for Agriculture

- 1. Planning authorities are encouraged to use an *agricultural system* approach, based on provincial guidance, to maintain and enhance a geographically continuous agricultural land base and support and foster the long-term economic prosperity and productive capacity of the *agri-food network*.
- 2. As part of the agricultural land base, *prime agricultural areas*, including *specialty crop areas*, shall be designated and protected for long-term use for agriculture.
- 3. Specialty crop areas shall be given the highest priority for protection, followed by Canada Land Inventory Class 1, 2, and 3 lands, and any associated Class 4 through 7 lands within the prime agricultural area, in this order of priority.

#### 4.3.2 Permitted Uses

- 1. In *prime agricultural areas*, permitted uses and activities are: *agricultural uses*, *agriculture-related uses* and *on-farm diversified uses* based on provincial guidance.
  - Proposed *agriculture-related uses* and *on-farm diversified uses* shall be compatible with, and shall not hinder, surrounding agricultural operations. Criteria for these uses may be based on provincial guidance or municipal approaches, as set out in municipal planning documents, which achieve the same objectives.
- 2. In *prime agricultural areas*, all types, sizes and intensities of *agricultural uses* and *normal farm practices* shall be promoted and protected in accordance with provincial standards.
- 3. New land uses in *prime agricultural areas*, including the creation of lots and new or expanding livestock facilities, shall comply with the *minimum distance separation formulae*.
- 4. A principal dwelling associated with an agricultural operation may be permitted in *prime* agricultural areas as an agricultural use, in accordance with provincial guidance, except where prohibited in accordance with policy 4.3.3.1 b).
- 5. Subordinate to the principal dwelling, up to two additional residential units may be permitted in *prime agricultural areas*, provided that:
  - a) any additional residential units are within, attached to, or in close proximity to the principal dwelling;
  - b) any additional residential unit complies with the *minimum distance separation* formulae;
  - c) any additional residential unit is compatible with, and would not hinder, surrounding agricultural operations; and
  - d) appropriate sewage and water services will be provided.

The additional residential units may only be severed from the lot containing the principal dwelling in accordance with policy 4.3.3.1.



#### 4.3.3 Lot Creation and Lot Adjustments

- 1. Residential lot creation in *prime agricultural areas* is only permitted in accordance with provincial guidance for:
  - a) new residential lots created from a lot or parcel of land that existed on January 1, 2023, provided that:
    - 1. agriculture is the principal use of the existing lot or parcel of land;
    - 2. the total number of lots created from a lot or parcel of land as it existed on January 1, 2023 does not exceed three;
    - 3. any residential use is compatible with, and would not hinder, surrounding agricultural operations; and
    - 4. any new lot:
      - i. is located outside of a specialty crop area;
      - ii. complies with the minimum distance separation formulae;
      - iii. will be limited to the minimum size needed to accommodate the use while still ensuring appropriate sewage and water services;
      - iv. has existing access on a public road, with appropriate frontage for ingress and egress; and
      - v. is adjacent to existing non-agricultural land uses or consists primarily of lower-priority agricultural lands.
  - b) a residence surplus to an agricultural 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 while still ensuring appropriate sewage and water services; and
    - 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.
- 2. Official plans and zoning by-laws shall not contain provisions that are more restrictive than policy 4.3.3.1 (a) except to address public health or safety concerns.
- 3. Non-residential lot creation in *prime agricultural areas* is discouraged and may only be permitted, in accordance with provincial guidance, 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 while still ensuring appropriate sewage and water services; and
  - c) *infrastructure*, where the facility or corridor cannot be accommodated through the use of easements or rights-of-way.
- 4. Lot adjustments in *prime agricultural areas* may be permitted for *legal or technical reasons*.

#### 4.3.4 Removal of Land from Prime Agricultural Areas

1. Planning authorities may only exclude land from *prime agricultural areas* for expansions of or identification of *settlement areas* in accordance with policy 2.3.4.

#### 4.3.5 Non-Agricultural Uses in Prime Agricultural Areas

- 1. Planning authorities may only permit non-agricultural uses in prime agricultural areas for:
  - a) extraction of minerals, petroleum resources and mineral aggregate resources; or
  - b) limited non-residential uses, provided that all of the following are demonstrated:
    - 1. the land does not comprise a specialty crop area;
    - 2. the proposed use complies with the *minimum distance separation* formulae;
    - 3. there is an identified need within the planning horizon provided for in policy 2.1.1 for additional land to accommodate the proposed use; and
    - 4. alternative locations have been evaluated, and
      - i. there are no reasonable alternative locations which avoid *prime* agricultural areas; and
      - ii. there are no reasonable alternative locations in *prime agricultural* areas with lower priority agricultural lands.
- 2. Impacts from any new or expanding non-agricultural uses on surrounding agricultural lands and operations are to be avoided, or where avoidance is not possible, minimized and mitigated as determined through an *agricultural impact assessment* or equivalent analysis, based on provincial guidance.

#### 4.4 Minerals and Petroleum

#### 4.4.1 General Policies for Minerals and Petroleum

1. Minerals and petroleum resources shall be protected for long-term use.

#### 4.4.2 Protection of Long-Term Resource Supply

- Mineral mining operations and petroleum resource operations shall be identified and
  protected from development and activities that would preclude or hinder their expansion or
  continued use or which would be incompatible for reasons of public health, public safety or
  environmental impact.
- 2. Known mineral deposits, known petroleum resources and significant areas of mineral potential shall be identified and development and activities in these resources or on adjacent lands which would preclude or hinder the establishment of new operations or access to the resources shall only be permitted if:
  - a) resource use would not be feasible; or
  - b) the proposed land use or development serves a greater long-term public interest; and
  - c) issues of public health, public safety and environmental impact are addressed.



#### 4.4.3 Rehabilitation

 Rehabilitation to accommodate subsequent land uses shall be required after extraction and other related activities have ceased. Progressive rehabilitation should be undertaken wherever feasible.

#### 4.4.4 Extraction in Prime Agricultural Areas

1. Extraction of *minerals* and *petroleum resources* is permitted in *prime agricultural areas* provided that the site will be rehabilitated.

# 4.5 Mineral Aggregate Resources

#### 4.5.1 General Policies for Mineral Aggregate Resources

1. *Mineral aggregate resources* shall be protected for long-term use and, where provincial information is available, *deposits of mineral aggregate resources* shall be identified.

#### 4.5.2 Protection of Long-Term Resource Supply

- 1. As much of the *mineral aggregate resources* as is realistically possible shall be made available as close to markets as possible.
  - Demonstration of need for *mineral aggregate resources*, including any type of supply/demand analysis, shall not be required, notwithstanding the availability, designation or licensing for extraction of *mineral aggregate resources* locally or elsewhere.
- 2. Extraction shall be undertaken in a manner which minimizes social, economic and environmental impacts.
- 3. *Mineral aggregate resource conservation* shall be undertaken, including through the use of accessory aggregate recycling facilities within operations, wherever feasible.
- 4. Mineral aggregate operations shall be protected from development and activities that would preclude or hinder their expansion or continued use or which would be incompatible for reasons of public health, public safety or environmental impact. Existing mineral aggregate operations shall be permitted to continue without the need for official plan amendment, rezoning or development permit under the Planning Act. Where the Aggregate Resources Act applies, only processes under the Aggregate Resources Act shall address the depth of extraction of new or existing mineral aggregate operations. When a license for extraction or operation ceases to exist, policy 4.5.2.5 continues to apply.
- 5. In known *deposits of mineral aggregate resources* and on *adjacent lands, development* and activities which would preclude or hinder the establishment of new operations or access to the resources shall only be permitted if:
  - a) resource use would not be feasible; or
  - b) the proposed land use or development serves a greater long-term public interest; and
  - c) issues of public health, public safety and environmental impact are addressed.

#### 4.5.3 Rehabilitation

- Progressive and final rehabilitation shall be required to accommodate subsequent land uses, to promote land use compatibility, to recognize the interim nature of extraction, and to mitigate negative impacts to the extent possible. Final rehabilitation shall take surrounding land use and approved land use designations into consideration.
- 2. *Comprehensive rehabilitation* planning is encouraged where there is a concentration of mineral aggregate operations.
- 3. In parts of the Province not designated under the *Aggregate Resources Act*, rehabilitation standards that are compatible with those under the Act should be adopted for extraction operations on private lands.

#### 4.5.4 Extraction in Prime Agricultural Areas

- 1. In *prime agricultural areas*, on *prime agricultural land*, extraction of *mineral aggregate resources* is permitted as an interim use provided that:
  - a) impacts to the *prime agricultural areas* are addressed, in accordance with policy 4.3.5.2; and
  - b) the site will be rehabilitated back to an agricultural condition.
- 2. Despite policy 4.5.4.1 (b), complete rehabilitation to an *agricultural condition* is not required if:
  - a) the depth of planned extraction makes restoration of pre-extraction agricultural capability unfeasible; and
  - b) agricultural rehabilitation in remaining areas is maximized.

#### 4.5.5 Wayside Pits and Quarries, Portable Asphalt Plants and Portable Concrete Plants

 Wayside pits and quarries, portable asphalt plants and portable concrete plants used on public authority contracts shall be permitted, without the need for an official plan amendment, rezoning, or development permit under the *Planning Act* in all areas, except those areas of existing development or particular environmental sensitivity which have been determined to be incompatible with extraction and associated activities.

## 4.6 Cultural Heritage and Archaeology

- 1. Protected heritage property, which may contain built heritage resources or cultural heritage landscapes, shall be conserved.
- 2. Planning authorities shall not permit *development* and *site alteration* on lands containing *archaeological resources* or *areas of archaeological potential* unless the *archaeological resources* have been *conserved*.
- 3. Planning authorities shall not permit *development* and *site alteration* on *adjacent lands* to *protected heritage property* unless the *heritage attributes* of the *protected heritage property* will be *conserved*.



- 4. Planning authorities are encouraged to develop and implement:
  - a) archaeological management plans for conserving archaeological resources; and
  - b) proactive strategies for identifying properties for evaluation under the *Ontario Heritage Act*.
- 5. Planning authorities shall engage early with Indigenous communities and ensure their interests are considered when identifying, protecting and managing *archaeological resources*, *built heritage resources* and *cultural heritage landscapes*.

# **Chapter 5: Protecting Public Health and Safety**

#### 5.1 General Policies for Natural and Human-Made Hazards

1. Development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.

## 5.2 Natural Hazards

- 1. Planning authorities shall identify *hazardous lands* and *hazardous sites* and manage development in these areas, in accordance with provincial guidance.
- 2. Development shall generally be directed to areas outside of:
  - a) hazardous lands adjacent to the shorelines of the Great Lakes St. Lawrence River System and large inland lakes which are impacted by flooding hazards, erosion hazards and/or dynamic beach hazards;
  - b) hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards; and
  - c) hazardous sites.
- 3. Development and site alteration shall not be permitted within:
  - a) the dynamic beach hazard;
  - b) defined portions of the flooding hazard along connecting channels (the St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers);
  - c) areas that would be rendered inaccessible to people and vehicles during times of flooding hazards, erosion hazards and/or dynamic beach hazards, unless it has been demonstrated that the site has safe access appropriate for the nature of the development and the natural hazard; and
  - d) a *floodway* regardless of whether the area of inundation contains high points of land not subject to flooding.
- 4. Planning authorities shall prepare for the *impacts of a changing climate* that may increase the risk associated with natural hazards.
- 5. Despite policy 5.2.3, *development* and *site alteration* may be permitted in certain areas associated with the *flooding hazard* along *river, stream and small inland lake systems*:
  - a) in those exceptional situations where a *Special Policy Area* has been approved. The designation of a *Special Policy Area*, and any change or modification to the official plan policies, land use designations or boundaries applying to *Special Policy Area* lands, must be approved by the Ministers of Municipal Affairs and Housing and Natural Resources and Forestry prior to the approval authority approving such changes or modifications; or
  - b) where the *development* is limited to uses which by their nature must locate within the *floodway*, including flood and/or erosion control works or minor



additions or passive non-structural uses which do not affect flood flows.

- 6. *Development* shall not be permitted to locate in *hazardous lands* and *hazardous sites* where the use is:
  - a) an *institutional use* including hospitals, long-term care homes, retirement homes, pre-schools, school nurseries, day cares and schools;
  - b) an *essential emergency service* such as that provided by fire, police and ambulance stations and electrical substations; or
  - c) uses associated with the disposal, manufacture, treatment or storage of hazardous substances.
- 7. Where the *two zone concept* for *flood plains* is applied, *development* and *site alteration* may be permitted in the *flood fringe*, subject to appropriate floodproofing to the *flooding hazard* elevation or another *flooding hazard* standard approved by the Minister of Natural Resources and Forestry.
- 8. Further to policy 5.2.7, and except as prohibited in policies 5.2.3 and 5.2.6, *development* and *site alteration* may be permitted in those portions of *hazardous lands* and *hazardous sites* where the effects and risk to public safety are minor, could be mitigated in accordance with provincial standards, and where all of the following are demonstrated and achieved:
  - a) development and site alteration is carried out in accordance with floodproofing standards, protection works standards, and access standards;
  - b) vehicles and people have a way of safely entering and exiting the area during times of flooding, erosion and other emergencies;
  - c) new hazards are not created and existing hazards are not aggravated; and
  - d) no adverse environmental impacts will result.
- 9. *Development* shall generally be directed to areas outside of lands that are unsafe for development due to the presence of *hazardous forest types for wildland fire*.

Development may however be permitted in lands with hazardous forest types for wildland fire where the risk is mitigated in accordance with wildland fire assessment and mitigation standards.

#### 5.3 Human-Made Hazards

- 1. Development on, abutting or adjacent to lands affected by mine hazards; oil, gas and salt hazards; or former mineral mining operations, mineral aggregate operations or petroleum resource operations may be permitted only if rehabilitation or other measures to address and mitigate known or suspected hazards are under way or have been completed.
- 2. Sites with contaminants in land or water shall be assessed and remediated as necessary prior to any activity on the site associated with the proposed use such that there will be no *adverse effects*.



# **Chapter 6: Implementation and Interpretation**

# 6.1 General Policies for Implementation and Interpretation

- 1. This Policy Statement shall be read in its entirety and all relevant policies are to be applied to each situation.
- 2. This Policy Statement shall be implemented in a manner that is consistent with the recognition and affirmation of existing Aboriginal and treaty rights in section 35 of the *Constitution Act, 1982*.
- 3. This Policy Statement shall be implemented in a manner that is consistent with *Ontario Human Rights Code* and the *Canadian Charter of Rights and Freedoms*.
- 4. When implementing this Policy Statement, the Minister of Municipal Affairs and Housing may make decisions that take into account other considerations to balance government priorities.
- 5. Official plans shall identify provincial interests and set out appropriate land use designations and policies. Official plans shall provide clear, reasonable and attainable policies to protect provincial interests and facilitate development in suitable areas.
  - In order to protect provincial interests, planning authorities shall keep their official plans upto-date with this Policy Statement. The policies of this Policy Statement continue to apply after adoption and approval of an official plan.
- 6. Planning authorities shall keep their zoning and development permit by-laws up-to-date with their official plans and this Policy Statement by establishing permitted uses, minimum densities, heights and other development standards to accommodate growth and development.
- 7. Where a planning authority must decide on a planning matter before their official plan has been updated to be consistent with this Policy Statement, or before other applicable planning instruments have been updated accordingly, it must still make a decision that is consistent with this Policy Statement.
- 8. In addition to land use approvals under the *Planning Act, infrastructure* may also have requirements under other legislation and regulations. For example, an environmental assessment process may be required for new *infrastructure* and modifications to existing *infrastructure* under applicable legislation.
  - Wherever possible and practical, approvals under the *Planning Act* and other legislation or regulations should be integrated provided the intent and requirements of both processes are met.
- 9. To assess progress on implementation of this Policy Statement, the Province may:
  - a) identify key indicators to measure the outcomes, relevance and efficiency of the policies in this Policy Statement in consultation with municipalities, Indigenous communities, other public bodies and stakeholders;
  - b) monitor and assess the implementation of this Policy Statement through the



- collection and analysis of data under each indicator; and
- c) consider the resulting assessment in each review of this Policy Statement.
- 10. Municipalities are encouraged to monitor and report on the implementation of the policies in their official plans, in accordance with any requirements for reporting planning information to the Province, and data standards and including through any other guidelines that may be issued by the Minister.
- 11. Strategic growth areas are not land use designations and their delineation does not confer any new land use designations, nor alter existing land use designations. Any development on lands within the boundary of these identified areas is still subject to the relevant provincial and municipal land use planning policies and approval processes.

### 6.2 Coordination

- 1. A coordinated, integrated and comprehensive approach should be used when dealing with planning matters within municipalities, across lower, single and/or upper-tier municipal boundaries, and with other orders of government, agencies, boards, and Service Managers including:
  - a) managing and/or promoting growth and development that is integrated with planning for *infrastructure* and *public service facilities*, including schools and associated child care facilities;
  - b) economic development strategies;
  - c) managing natural heritage, water, agricultural, mineral, and cultural heritage and archaeological resources;
  - d) infrastructure, multimodal transportation systems, public service facilities and waste management systems;
  - e) ecosystem, shoreline, watershed, and Great Lakes related issues;
  - f) natural and human-made hazards;
  - g) population, housing and employment projections, based on *regional market* areas, as appropriate; and
  - h) addressing housing needs in accordance with provincial housing policies and plans, including those that address homelessness.
- 2. Planning authorities shall undertake early engagement with Indigenous communities and coordinate on land use planning matters to facilitate knowledge-sharing, support consideration of Indigenous interests in land use decision-making and support the identification of potential impacts of decisions on the exercise of Aboriginal or treaty rights.
- 3. Planning authorities are encouraged to engage the public and stakeholders early in local efforts to implement this Policy Statement, and to provide the necessary information to ensure the informed involvement of local citizens, including equity-deserving groups.
- 4. Planning authorities and school boards shall collaborate to facilitate early and integrated planning for schools and associated child care facilities to meet current and future needs.
- 5. Planning authorities should coordinate emergency management and other economic, environmental and social planning considerations to support efficient and resilient



communities.

- 6. Municipalities, the Province, and other appropriate stakeholders are encouraged to undertake a coordinated approach to planning for large areas with high concentrations of employment uses that cross municipal boundaries.
- 7. Where planning is conducted by an upper-tier municipality, the upper-tier municipality in consultation with lower-tier municipalities shall:
  - a) identify and allocate population, housing and employment projections for lowertier municipalities;
  - b) identify areas where growth and development will be focused, including *strategic* growth areas, and establish any applicable minimum density targets;
  - c) identify minimum density targets for growth and development taking place in new or expanded *settlement areas*, where applicable; and
  - d) provide policy direction for the lower-tier municipalities on matters that cross municipal boundaries.
- 8. Where there is no upper-tier municipality or where planning is not conducted by an upper-tier municipality, planning authorities shall ensure that policy 6.2.7 is addressed as part of the planning process, and should coordinate these matters with adjacent planning authorities.



### 7: Definitions

Access standards: means methods or procedures to ensure safe vehicular and pedestrian movement, and access for the maintenance and repair of protection works, during times of *flooding hazards*, *erosion hazards* and/or *other water-related hazards*.

Active transportation: means human-powered travel, including but not limited to, walking, cycling, inline skating and travel with the use of mobility aids, including motorized wheelchairs and other power-assisted devices moving at a comparable speed.

Additional needs housing: means any housing, including dedicated facilities, in whole or in part, that is used by people who have specific needs beyond economic needs, including but not limited to, needs such as mobility requirements or support functions required for daily living. Examples of additional needs housing may include, but are not limited to long-term care homes, adaptable and accessible housing, and housing for persons with disabilities such as physical, sensory or mental health disabilities, and housing for older persons.

#### Adjacent lands: means

- a) for the purposes of policy 3.3.3, those lands contiguous to existing or planned corridors and transportation facilities where development would have a negative impact on the corridor or facility. The extent of the adjacent lands may be recommended in provincial guidance or based on municipal approaches that achieve the same objectives;
- b) for the purposes of policies 4.4.2.2 and 4.5.2.5, those lands contiguous to lands on the surface of known petroleum resources, mineral deposits, or deposits of mineral aggregate resources where it is likely that development would constrain future access to the resources. The extent of the adjacent lands may be recommended by the Province; and
- for the purposes of policy 4.6.3, those lands contiguous to a protected heritage property.

**Adverse effect:** as defined in the *Environmental Protection Act,* means one or more of:

- a) impairment of the quality of the natural environment for any use that can be made of it;
- b) injury or damage to property or plant or animal life;
- c) harm or material discomfort to any person;
- an adverse effect on the health of any person;
- e) impairment of the safety of any person;
- f) rendering any property or plant or animal life unfit for human use;
- g) loss of enjoyment of normal use of property; and
- h) interference with normal conduct of business.

#### Agricultural condition: means

- a) in regard to specialty crop areas, a condition in which substantially the same areas and same average soil capability for agriculture are restored, the same range and productivity of specialty crops common in the area can be achieved, and, where applicable, the microclimate on which the site and surrounding area may be dependent for specialty crop production will be maintained, restored or enhanced;
- b) in regard to prime agricultural land outside of specialty crop areas, a condition in which substantially the same areas and same average soil capability for agriculture will be maintained, restored or enhanced.

Agricultural impact assessment: means the evaluation of potential impacts of non-agricultural uses on agricultural lands and operations and, where applicable, the agricultural system. An assessment recommends ways to avoid or if avoidance is not possible, minimize and mitigate adverse impacts.



**Agricultural system:** A system comprised of a group of inter-connected elements that collectively create a viable, thriving agri-food sector. It has two components:

- a) An agricultural land base, based on mapping provided by the Province where mapping is available and requested, comprised of prime agricultural areas, including specialty crop areas, and rural lands that together create a continuous productive land base for agriculture; and
- An agri-food network which includes infrastructure, services, and assets important to the viability of the agri-food sector.

Agricultural uses: means the growing of crops, including nursery, biomass, and horticultural crops; raising of livestock; raising of other animals for food, fur or fibre, including poultry and fish; aquaculture; apiaries; agro-forestry; maple syrup production; and associated onfarm buildings and structures, including, but not limited to livestock facilities, manure storages, value-retaining facilities, and housing for farm workers, when the size and nature of the operation requires additional employment.

Agri-food network: Within the agricultural system, a network that includes elements important to the viability of the agri-food sector such as regional infrastructure and transportation networks; on-farm buildings and infrastructure; agricultural services, farm markets, distributors, and primary processing; and vibrant, agriculture-supportive communities.

**Agri-tourism uses:** means those farm-related tourism uses, including limited accommodation such as a bed and breakfast, that promote the enjoyment, education or activities related to the farm operation.

Agriculture-related uses: means those farm-related commercial and farm-related industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity.

**Airports:** means all Ontario airports, including designated lands for future airports, with Noise Exposure Forecast (NEF)/Noise Exposure Projection (NEP) mapping.

Alternative energy system: means a system that uses sources of energy or energy conversion processes to produce power, heat and/or cooling that significantly reduces the amount of harmful emissions to the environment (air, earth and water) when compared to conventional energy systems.

Archaeological resources: includes artifacts, archaeological sites and marine archaeological sites, as defined under the *Ontario Heritage*Act. The identification and evaluation of such resources are based upon archaeological assessments carried out by archaeologists licensed under the *Ontario Heritage Act*.

Areas of archaeological potential: means areas with the likelihood to contain archaeological resources, as evaluated using the processes and criteria that are established under the Ontario Heritage Act.

**Areas of mineral potential:** means areas favourable to the discovery of *mineral deposits* due to geology, the presence of known *mineral deposits* or other technical evidence.

Areas of natural and scientific interest: means areas of land and water containing natural landscapes or features that have been identified as having life science or earth science values related to protection, scientific study or education.

**Brownfield sites:** means undeveloped or previously developed properties that may be contaminated. They are usually, but not exclusively, former industrial or commercial properties that may be underutilized, derelict or vacant.

Built heritage resource: means a building, structure, monument, installation or any manufactured or constructed part or remnant that contributes to a property's cultural heritage value or interest as identified by a community, including an Indigenous community.



Compact built form: means a land use pattern that encourages the efficient use of land, walkable neighbourhoods, mixed land uses (residential, retail, workplace, and institutional) all within one neighbourhood, proximity to transit and reduced need for infrastructure. Compact built form can include detached and semi-detached houses on small lots as well as townhouses, duplexes, triplexes and walk-up apartments, multi-storey commercial developments, and apartments or offices above retail. Walkable neighbourhoods can be characterized by roads laid out in a wellconnected network, destinations that are easily accessible by transit and active transportation, sidewalks with minimal interruptions for vehicle access, and a pedestrian-friendly environment along roads.

Comprehensive rehabilitation: means rehabilitation of land from which *mineral aggregate resources* have been extracted that is coordinated and complementary, to the extent possible, with the rehabilitation of other sites in an area where there is a high concentration of *mineral aggregate operations*.

Complete communities: means places such as mixed-use neighbourhoods or other areas within cities, towns, and settlement areas that offer and support opportunities for equitable access to many necessities for daily living for people of all ages and abilities, including an appropriate mix of jobs, a full range of housing, transportation options, public service facilities, local stores and services. Complete communities are inclusive and may take different shapes and forms appropriate to their contexts to meet the diverse needs of their populations.

Conserved: means the identification, protection, management and use of built heritage resources, cultural heritage landscapes and archaeological resources in a manner that ensures their cultural heritage value or interest is retained. This may be achieved by the implementation of recommendations set out in a conservation plan, archaeological assessment, and/or heritage impact assessment that has been approved, accepted or adopted by the relevant planning authority and/or decision-maker.

Mitigative measures and/or alternative development approaches should be included in these plans and assessments.

Cultural heritage landscape: means a defined geographical area that may have been modified by human activity and is identified as having cultural heritage value or interest by a community, including an Indigenous community. The area may include features such as buildings, structures, spaces, views, archaeological sites or natural elements that are valued together for their interrelationship, meaning or association.

Defined portions of the flooding hazard along connecting channels: means those areas which are critical to the conveyance of the flows associated with the one hundred year flood level along the St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers, where development or site alteration will create flooding hazards, cause updrift and/or downdrift impacts and/or cause adverse environmental impacts.

#### Deposits of mineral aggregate resources:

means an area of identified *mineral aggregate* resources, as delineated in Aggregate Resource Inventory Papers or comprehensive studies prepared using provincial guidance for surficial and bedrock resources, as amended from time to time, that has a sufficient quantity and quality to warrant present or future extraction.

Designated and available: means lands designated in the official plan for urban residential use. For municipalities where more detailed official plan policies (e.g. secondary plans) are required before development applications can be considered for approval, only lands that have commenced the more detailed planning process are considered to be designated and available for the purposes of this definition.

**Designated vulnerable area:** means areas defined as vulnerable, in accordance with provincial standards, by virtue of their importance as a drinking water source.

**Development:** means the creation of a new lot, a change in land use, or the construction of buildings and structures requiring approval under the *Planning Act*, but does not include:

- a) activities that create or maintain infrastructure authorized under an environmental assessment process; or
- b) works subject to the *Drainage Act*.

**Dynamic beach hazard:** means areas of inherently unstable accumulations of shoreline sediments along the *Great Lakes - St. Lawrence River System* and *large inland lakes*, as identified by provincial standards, as amended from time to time. The *dynamic beach hazard* limit consists of the *flooding hazard* limit plus a dynamic beach allowance.

**Employment area:** means those areas designated in an official plan for clusters of business and economic activities including manufacturing, research and development in connection with manufacturing, warehousing, goods movement, associated retail and office, and ancillary facilities. Uses that are excluded from *employment areas* are institutional and commercial, including retail and office not associated with the primary employment use listed above.

**Erosion hazard:** means the loss of land, due to human or natural processes, that poses a threat to life and property. The *erosion hazard* limit is determined using considerations that include the 100 year erosion rate (the average annual rate of recession extended over a one hundred year time span), an allowance for slope stability, and an erosion/erosion access allowance.

**Essential emergency service:** means services which would be impaired during an emergency as a result of flooding, the failure of floodproofing measures and/or protection works, and/or erosion.

**Flood fringe:** for *river, stream and small inland lake systems*, means the outer portion of the *flood plain* between the *floodway* and the *flooding hazard* limit. Depths and velocities of flooding are generally less severe in the *flood fringe* than those experienced in the *floodway*.

**Flood plain:** for *river, stream and small inland lake systems*, means the area, usually low lands adjoining a watercourse, which has been or may be subject to *flooding hazards*.

**Flooding hazard:** means the inundation, under the conditions specified below, of areas adjacent to a shoreline or a river or stream system and not ordinarily covered by water:

- a) along the shorelines of the *Great Lakes St.*Lawrence River System and large inland lakes, the flooding hazard limit is based on the one hundred year flood level plus an allowance for wave effects and other water-related hazards;
- along river, stream and small inland lake systems, the flooding hazard limit is the greater of:
  - 1. the flood resulting from the rainfall actually experienced during a major storm such as the Hurricane Hazel storm (1954) or the Timmins storm (1961), transposed over a specific watershed and combined with the local conditions, where evidence suggests that the storm event could have potentially occurred over watersheds in the general area;
  - 2. the one hundred year flood; and
  - 3. a flood which is greater than 1. or 2. which was actually experienced in a particular watershed or portion thereof, for example, as a result of ice jams and which has been approved as the standard for that specific area by the Minister of Natural Resources and Forestry;

except where the use of the *one hundred* year flood or the actually experienced event has been approved by the Minister of Natural Resources and Forestry as the standard for a specific watershed (where the past history of flooding supports the lowering of the standard).

Floodproofing standard: means the combination of measures incorporated into the basic design and/or construction of buildings, structures, or properties to reduce or eliminate flooding hazards, wave effects and other water-related hazards along the shorelines of the Great Lakes - St. Lawrence River System



and large inland lakes, and flooding hazards along river, stream and small inland lake systems.

**Floodway:** for *river*, *stream* and *small* inland lake systems, means the portion of the flood plain where development and site alteration would cause a danger to public health and safety or property damage.

Where the one zone concept is applied, the *floodway* is the entire contiguous *flood plain*.

Where the *two zone concept* is applied, the *floodway* is the contiguous inner portion of the *flood plain*, representing that area required for the safe passage of flood flow and/or that area where flood depths and/or velocities are considered to be such that they pose a potential threat to life and/or property damage. Where the *two zone concept* applies, the outer portion of the *flood plain* is called the *flood fringe*.

Freight-supportive: in regard to land use patterns, means transportation systems and facilities that facilitate the movement of goods. This includes policies or programs intended to support efficient freight movement through the planning, design and operation of land use and transportation systems. Approaches may be recommended in provincial guidance or based on municipal approaches that achieve the same objectives.

**Frequent transit:** means a public transit service that runs at least every 15 minutes in both directions throughout the day and into the evening every day of the week.

Great Lakes - St. Lawrence River System: means the major water system consisting of Lakes Superior, Huron, St. Clair, Erie and Ontario and their connecting channels, and the St. Lawrence River within the boundaries of the Province of Ontario.

Green infrastructure: means natural and human-made elements that provide ecological and hydrological functions and processes. *Green infrastructure* can include components such as natural heritage features and systems, parklands, stormwater management systems, street trees, urban forests, natural channels,

permeable surfaces, and green roofs.

Ground water feature: means water-related features in the earth's subsurface, including recharge/discharge areas, water tables, aquifers and unsaturated zones that can be defined by surface and subsurface hydrogeologic investigations.

Hazardous forest types for wildland fire: means forest types assessed as being associated with the risk of high to extreme wildland fire using risk assessment tools established by the Ontario Ministry of Natural Resources and Forestry, as amended from time to time.

**Hazardous lands:** means property or lands that could be unsafe for development due to naturally occurring processes. Along the shorelines of the *Great Lakes - St. Lawrence* River System, this means the land, including that covered by water, between the international boundary, where applicable, and the furthest landward limit of the *flooding* hazard, erosion hazard or dynamic beach hazard limits. Along the shorelines of large inland lakes, this means the land, including that covered by water, between a defined offshore distance or depth and the furthest landward limit of the *flooding hazard*, *erosion hazard* or dynamic beach hazard limits. Along river, stream and small inland lake systems, this means the land, including that covered by water, to the furthest landward limit of the flooding hazard or erosion hazard limits.

Hazardous sites: means property or lands that could be unsafe for *development* and *site alteration* due to naturally occurring hazards. These may include unstable soils (sensitive marine clays [leda], organic soils) or unstable bedrock (karst topography).

Hazardous substances: means substances which, individually, or in combination with other substances, are normally considered to pose a danger to public health, safety and the environment. These substances generally include a wide array of materials that are toxic, ignitable, corrosive, reactive, radioactive or pathological.

Heritage attributes: means, as defined under the *Ontario Heritage Act*, in relation to real property, and to the buildings and structures on the real property, the attributes of the property, buildings and structures that contribute to their cultural heritage value or interest.

Higher order transit: means transit that generally operates in partially or completely dedicated rights-of-way, outside of mixed traffic, and therefore can achieve levels of speed and reliability greater than mixed-traffic transit. Higher order transit can include heavy rail (such as subways, elevated or surface rail, and commuter or regional inter-city rail), light rail, and buses in dedicated rights-of-way.

**Housing options:** means a range of housing types such as, but not limited to singledetached, semi-detached, rowhouses, townhouses, stacked townhouses, multiplexes, additional residential units, tiny homes, laneway housing, garden suites, rooming houses, multi-residential buildings, including low- and mid-rise apartments. The term can also refer to a variety of housing arrangements and forms such as, but not limited to, life lease housing, co-ownership housing, co-operative housing, community land trusts, land lease community homes, additional needs housing, multi-generational housing, student housing, farm worker housing, culturally appropriate housing, supportive, community and transitional housing and housing related to employment, educational, or institutional uses, such as long-term care homes.

**Hydrologic function:** means the functions of the hydrological cycle that include the occurrence, circulation, distribution and chemical and physical properties of water on the surface of the land, in the soil and underlying rocks, and in the atmosphere, and water's interaction with the environment including its relation to living things.

Impacts of a changing climate: means the present and future consequences from changes in weather patterns at local and regional levels including extreme weather events and increased climate variability.

Individual on-site sewage services: means sewage systems, as defined in O. Reg. 332/12 under the *Building Code Act, 1992*, that are owned, operated and managed by the owner of the property upon which the system is located.

Individual on-site water services: means individual, autonomous water supply systems that are owned, operated and managed by the owner of the property upon which the system is located.

Infrastructure: means physical structures (facilities and corridors) that form the foundation for development. Infrastructure includes: sewage and water systems, septage treatment systems, stormwater management systems, waste management systems, electricity generation facilities, electricity transmission and distribution systems, communications/telecommunications, transit and transportation corridors and facilities, active transportation systems, oil and gas pipelines and associated facilities.

**Institutional use:** for the purposes of policy 5.1.6, means land uses where there is a threat to the safe evacuation of vulnerable populations such as older persons, persons with disabilities, and those who are sick or young, during an emergency as a result of flooding, failure of floodproofing measures or protection works, or erosion.

**Intensification:** means the development of a property, site or area at a higher density than currently exists through:

- a) redevelopment, including the reuse of brownfield sites;
- the development of vacant and/or underutilized lots within previously developed areas;
- c) infill development; and
- the expansion or conversion of existing buildings.

**Large and fast-growing municipalities:** means municipalities identified in Schedule 1.



Large inland lakes: means those waterbodies having a surface area of equal to or greater than 100 square kilometres where there is not a measurable or predictable response to a single runoff event.

Legal or technical reasons: means severances for purposes such as easements, corrections of deeds, quit claims, and minor boundary adjustments, which do not result in the creation of a new lot.

Low impact development: means an approach to stormwater management that seeks to manage rain and other precipitation as close as possible to where it falls to mitigate the impacts of increased runoff and stormwater pollution. It typically includes a set of site design strategies and distributed, small-scale structural practices to mimic the natural hydrology to the greatest extent possible through infiltration, evapotranspiration, harvesting, filtration, and detention of stormwater. Low impact development can include, for example: bio-swales, vegetated areas at the edge of paved surfaces, permeable pavement, rain gardens, green roofs, and exfiltration systems.

Major facilities: means 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.

Major goods movement facilities and corridors: means transportation facilities, corridors and networks associated with the inter- and intra-provincial movement of goods. Examples include: inter-modal facilities, ports, airports, rail facilities, truck terminals, freight corridors, freight facilities, and haul routes, primary transportation corridors used for the movement of goods and those identified in provincial transportation plans. Approaches that are freight-supportive may be recommended in provincial guidance or based on municipal approaches that achieve the

same objectives.

Major transit station area: means the area including and around any existing or planned higher order transit station or stop within a settlement area; or the area including and around a major bus depot in an urban core. Major transit station areas generally are defined as the area within an approximate 500 to 800 metre radius of a transit station, representing about a 10-minute walk.

Major trip generators: means origins and destinations with high population densities or concentrated activities which generate many trips (e.g., strategic growth areas, major office and office parks, major retail, employment areas, community hubs, large parks and recreational destinations, public service facilities, and other mixed-use areas).

**Marine facilities:** means ferries, harbours, ports, ferry terminals, canals and associated uses, including designated lands for future *marine facilities*.

**Mine hazard:** means any feature of a mine as defined under the *Mining Act*, or any related disturbance of the ground that has not been rehabilitated.

**Minerals:** means metallic minerals and nonmetallic minerals as herein defined, but does not include *mineral aggregate resources* or petroleum resources.

Metallic minerals means those minerals from which metals (e.g. copper, nickel, gold) are derived.

Non-metallic minerals means those minerals that are of value for intrinsic properties of the minerals themselves and not as a source of metal. They are generally synonymous with industrial minerals (e.g. asbestos, graphite, kyanite, mica, nepheline syenite, salt, talc, and wollastonite).

#### Mineral aggregate operation: means

 a) lands under license or permit, other than for wayside pits and quarries, issued in accordance with the Aggregate Resources Act;



- b) for lands not designated under the Aggregate Resources Act, established pits and quarries that are not in contravention of municipal zoning by-laws and including adjacent land under agreement with or owned by the operator, to permit continuation of the operation; and
- associated facilities used in extraction, transport, beneficiation, processing or recycling of *mineral aggregate resources* and derived products such as asphalt and concrete, or the production of secondary related products.

Mineral aggregate resources: means gravel, sand, clay, earth, shale, stone, limestone, dolostone, sandstone, marble, granite, rock or other material prescribed under the *Aggregate Resources Act* suitable for construction, industrial, manufacturing and maintenance purposes but does not include metallic ores, asbestos, graphite, kyanite, mica, nepheline syenite, salt, talc, wollastonite, mine tailings or other material prescribed under the *Mining Act*.

# **Mineral aggregate resource conservation:** means

- a) the recovery and recycling of manufactured materials derived from mineral aggregates (e.g. glass, porcelain, brick, concrete, asphalt, slag, etc.), for re-use in construction, manufacturing, industrial or maintenance projects as a substitute for new mineral aggregates; and
- the wise use of mineral aggregates including utilization or extraction of on-site mineral aggregate resources prior to development occurring.

**Mineral deposits:** means areas of identified *minerals* that have sufficient quantity and quality based on specific geological evidence to warrant present or future extraction.

Mineral mining operation: means mining operations and associated facilities, or, past producing mines with remaining mineral development potential that have not been permanently rehabilitated to another use.

**Minimum distance separation formulae:** means formulae and guidelines developed by

the Province, as amended from time to time, to separate uses so as to reduce incompatibility concerns about odour from livestock facilities.

**Multimodal:** means relating to the availability or use of more than one form of transportation, such as automobiles, walking, cycling, buses, rapid transit, rail (such as commuter and freight), trucks, air, and marine.

**Municipal sewage services:** means a sewage works within the meaning of section 1 of the *Ontario Water Resources Act* that is owned or operated by a municipality.

**Municipal water services:** means a municipal drinking-water system within the meaning of section 2 of the *Safe Drinking Water Act, 2002*.

#### **Negative impacts:** means

- a) in regard to policy 3.6.4 and 3.6.5, potential risks to human health and safety and degradation to the quality and quantity of water, sensitive surface water features and sensitive ground water features, and their related hydrologic functions, due to single, multiple or successive development.

  Negative impacts should be assessed through environmental studies including hydrogeological or water quality impact assessments, in accordance with provincial standards;
- b) in regard to policy 4.2, degradation to the quality and quantity of water, sensitive surface water features and sensitive ground water features, and their related hydrologic functions, due to single, multiple or successive development or site alteration activities; and
- c) in regard to policy 3.3.3, any development or site alteration that would compromise or conflict with the planned or existing function, capacity to accommodate future needs, and cost of implementation of the corridor.

Normal farm practices: means a practice, as defined in the Farming and Food Production Protection Act, 1998, that is conducted in a manner consistent with proper and acceptable customs and standards as established and followed by similar agricultural operations under similar circumstances; or makes use of



innovative technology in a manner consistent with proper advanced farm management practices. *Normal farm practices* shall be consistent with the *Nutrient Management Act,* 2002 and regulations made under that Act.

**Oil, gas and salt hazards:** means any feature of a well or work as defined under the *Oil, Gas and Salt Resources Act*, or any related disturbance of the ground that has not been rehabilitated.

On-farm diversified uses: means uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agritourism uses, and uses that produce value-added agricultural products. Land-extensive energy facilities, such as ground-mounted solar or battery storage are permitted in prime agricultural areas, including specialty crop areas, only as on-farm diversified uses.

One hundred year flood: for river, stream and small inland lake systems, means that flood, based on an analysis of precipitation, snow melt, or a combination thereof, having a return period of 100 years on average, or having a 1% chance of occurring or being exceeded in any given year.

#### One hundred year flood level: means

- a) for the shorelines of the Great Lakes, the peak instantaneous stillwater level, resulting from combinations of mean monthly lake levels and wind setups, which has a 1% chance of being equalled or exceeded in any given year;
- b) in the connecting channels (St. Marys, St. Clair, Detroit, Niagara and St. Lawrence Rivers), the peak instantaneous stillwater level which has a 1% chance of being equalled or exceeded in any given year; and
- c) for large inland lakes, lake levels and wind setups that have a 1% chance of being equalled or exceeded in any given year, except that, where sufficient water level records do not exist, the one hundred year flood level is based on the highest known water level and wind setups.

Other water-related hazards: means water-associated phenomena other than *flooding hazards* and *wave effects* which act on shorelines. This includes, but is not limited to ship-generated waves, ice piling and ice jamming.

#### Partial services: means

- a) municipal sewage services or private communal sewage services combined with individual on-site water services; or
- b) municipal water services or private communal water services combined with individual on-site sewage services.

Petroleum resource operations: means oil, gas and salt wells and associated facilities and other drilling operations, oil field fluid disposal wells and associated facilities, and wells and facilities for the underground storage of natural gas, other hydrocarbons, and compressed air energy storage.

Petroleum resources: means oil, gas, and salt (extracted by solution mining method) and formation water resources which have been identified through exploration and verified by preliminary drilling or other forms of investigation. This may include sites of former operations where resources are still present or former sites that may be converted to underground storage for natural gas, other hydrocarbons, or compressed air energy storage.

Planned corridors: means corridors or future corridors which are required to meet projected needs, and are identified through provincial transportation plans, preferred alignment(s) determined through the *Environmental Assessment Act* process, or identified through planning studies where the Ontario Ministry of Transportation, Metrolinx, Ontario Ministry of Energy, Ontario Northland, Ministry of Northern Development or Independent Electricity System Operator (IESO) or any successor to those ministries or entities is actively pursuing, or has completed, the identification of a corridor.

Approaches for the protection of *planned* corridors may be recommended in guidelines developed by the Province.



Portable asphalt plant: means a facility

- a) with equipment designed to heat and dry aggregate and to mix aggregate with bituminous asphalt to produce asphalt paving material, and includes stockpiling and storage of bulk materials used in the process; and
- b) which is not of permanent construction, but which is to be dismantled at the completion of the construction project.

**Portable concrete plant:** means a building or structure

- a) with equipment designed to mix cementing materials, aggregate, water and admixtures to produce concrete, and includes stockpiling and storage of bulk materials used in the process; and
- b) which is not of permanent construction, but which is designed to be dismantled at the completion of the construction project.

Prime agricultural area: means areas where prime agricultural lands predominate. This includes areas of prime agricultural lands and associated Canada Land Inventory Class 4 through 7 lands, and additional areas with a local concentration of farms which exhibit characteristics of ongoing agriculture. Prime agricultural areas may be identified by the Ontario Ministry of Agriculture, Food and Rural Affairs, or by a planning authority based on provincial guidance.

**Prime agricultural land:** means *specialty crop areas* and/or Canada Land Inventory Class 1, 2, and 3 lands, as amended from time to time, in this order of priority for protection.

**Private communal sewage services:** means a sewage works within the meaning of section 1 of the *Ontario Water Resources Act* that serves six or more lots or private residences and is not owned by a municipality.

**Private communal water services:** means a non-municipal drinking-water system within the meaning of section 2 of the *Safe Drinking Water Act, 2002* that serves six or more lots or private residences.

#### Protected heritage property: means

property designated under Part IV or VI of

- the Ontario Heritage Act;
- property included in an area designated as a heritage conservation district under Part V of the Ontario Heritage Act;
- property subject to a heritage conservation easement or covenant under Part II or IV of the Ontario Heritage Act;
- property identified by a provincial ministry or a prescribed public body as a property having cultural heritage value or interest under Part III.1 of the Ontario Heritage Act and the heritage standards and guidelines;
- property with known archaeological resources in accordance with Part VI of the Ontario Heritage Act;
- property protected under federal heritage legislation; and
- UNESCO World Heritage Sites.

**Protection works standards:** means the combination of non-structural or structural works and allowances for slope stability and flooding/erosion to reduce the damage caused by *flooding hazards*, *erosion hazards* and *other water-related hazards*, and to allow access for their maintenance and repair.

Public service facilities: means land, buildings and structures, including but not limited to schools, hospitals and community recreation facilities, for the provision of programs and services provided or subsidized by a government or other body, such as social assistance, recreation, police and fire protection, health, child care and educational programs, including elementary, secondary, post-secondary, long-term care services, and cultural services.

*Public service facilities* do not include *infrastructure*.

**Quality and quantity of water:** is measured by indicators associated with *hydrologic function* such as minimum base flow, depth to water table, aquifer pressure, oxygen levels, suspended solids, temperature, bacteria, nutrients and hazardous contaminants, and hydrologic regime.

**Rail facilities:** means rail corridors, rail sidings, train stations, inter-modal facilities, rail yards and associated uses, including designated lands



for future rail facilities.

**Redevelopment:** means the creation of new units, uses or lots on previously developed land in existing communities, including *brownfield* sites.

Regional market area: refers to an area that has a high degree of social and economic interaction. The upper or single-tier municipality, or planning area, will normally serve as the regional market area. However, where a regional market area extends significantly beyond these boundaries, then the regional market area may be based on the larger market area. Where regional market areas are very large and sparsely populated, a smaller area, if defined in an official plan, may be utilized.

Renewable energy source: means an energy source that is renewed by natural processes and includes wind, water, biomass, biogas, biofuel, solar energy, geothermal energy and tidal forces.

**Renewable energy system:** means a system that generates electricity, heat and/or cooling from a *renewable energy source*.

**Reserve sewage system capacity:** means design or planned capacity in a waste water treatment facility, within municipal sewage services or private communal sewage services, which is not yet committed to existing or approved development. For lot creation using private communal sewage services and individual on-site sewage services, reserve sewage system capacity includes approved capacity to treat and land-apply, treat and dispose of, or dispose of, hauled sewage in accordance with applicable legislation but not by land-applying untreated, hauled sewage. Treatment of hauled sewage can include, for example, a sewage treatment plant, anaerobic digestion, composting or other waste processing.

**Reserve water system capacity:** means design or planned capacity in a water treatment facility which is not yet committed to existing or approved development. *Reserve water system capacity* applies to *municipal water* 

services or private communal water services, and not individual on-site water services.

**Residence surplus to an agricultural operation:** means an existing habitable farm residence that is rendered surplus as a result of farm consolidation (the acquisition of additional farm parcels to be operated as one farm operation).

River, stream and small inland lake systems: means all watercourses, rivers, streams, and small inland lakes or waterbodies that have a measurable or predictable response to a single runoff event.

**Rural areas:** means a system of lands within municipalities that may include rural settlement areas, rural lands, prime agricultural areas, natural heritage features and areas, and resource areas.

**Rural lands:** means lands which are located outside *settlement areas* and which are outside *prime agricultural areas*.

**Sensitive:** in regard to *surface water features* and *ground water features*, means features that are particularly susceptible to impacts from activities or events including, but not limited to, water withdrawals, and additions of pollutants.

Sensitive land uses: means 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.

**Settlement areas:** means urban areas and rural settlement areas within municipalities (such as cities, towns, villages and hamlets). Ontario's settlement areas vary significantly in terms of size, density, population, economic activity, diversity and intensity of land uses, service levels, and types of infrastructure available.

Settlement areas are:

a) built-up areas where development is

- concentrated and which have a mix of land uses; and
- b) lands which have been designated in an official plan for development over the long term.

Sewage and water services: includes municipal sewage services and municipal water services, private communal sewage services and private communal water services, individual on-site sewage services and individual on-site water services, and partial services.

**Significant:** means in regard to mineral potential, an area identified as provincially significant through provincial guidance, such as the Provincially Significant Mineral Potential Index.

Criteria for determining significance is provided in provincial guidance, but municipal approaches that achieve or exceed the same objective may also be used.

While some significant resources may already be identified and inventoried by official sources, the significance of others can only be determined after evaluation.

**Site alteration:** means activities, such as grading, excavation and the placement of fill that would change the landform and natural vegetative characteristics of a site.

Special Policy Area: means an area within a community that has historically existed in the flood plain and where site-specific policies, approved by both the Ministers of Natural Resources and Forestry and Municipal Affairs and Housing, are intended to provide for the continued viability of existing uses (which are generally on a small scale) and address the significant social and economic hardships to the community that would result from strict adherence to provincial policies concerning development. The criteria for designation and procedures for approval are established by the Province.

A Special Policy Area is not intended to allow for new or intensified development and site alteration, if a community has feasible opportunities for development outside the flood plain.

Specialty crop area: means areas within the agricultural land base designated based on provincial guidance. In these areas, specialty crops are predominantly grown such as tender fruits (peaches, cherries, plums), grapes, other fruit crops, vegetable crops, greenhouse crops, and crops from agriculturally developed organic soil, usually resulting from:

- a) soils that have suitability to produce specialty crops, or lands that are subject to special climatic conditions, or a combination of both;
- farmers skilled in the production of specialty crops; and
- a long-term investment of capital in areas such as crops, drainage, infrastructure and related facilities and services to produce, store, or process specialty crops.

Strategic growth areas: means within settlement areas, nodes, corridors, and other areas that have been identified by municipalities to be the focus for accommodating intensification and higher-density mixed uses in a more compact built form.

Strategic growth areas include *major transit* station areas, urban growth centres and other areas where growth or development will be focused, that may include infill, redevelopment, brownfield sites, the expansion or conversion of existing buildings, or greyfields. Lands along major roads, arterials, or other areas with existing or planned frequent transit service or higher order transit corridors may also be identified as strategic growth areas.

Surface water feature: means water-related features on the earth's surface, including headwaters, rivers, permanent and intermittent streams, inland lakes, seepage areas, recharge/discharge areas, springs, wetlands, and associated riparian lands that can be defined by their soil moisture, soil type, vegetation or topographic characteristics.

Transit service integration: means the coordinated planning or operation of transit service between two or more agencies or services that contributes to the goal of seamless service for riders and could include considerations of service schedules, service



routes, information, fare policy, and fare payment.

**Transit-supportive:** in regard to land use patterns, means development that makes transit viable, optimizes investments in transit infrastructure, and improves the quality of the experience of using transit. It often refers to compact, mixed-use development that has a high level of employment and residential densities, including air rights development, in proximity to transit stations, corridors and associated elements within the *transportation system*.

**Transportation demand management:** means a set of strategies that result in more efficient use of the *transportation system* by influencing travel behaviour by mode, time of day, frequency, trip length, regulation, route, or cost.

Transportation system: means a system consisting of facilities, corridors and rights-of-way for the movement of people and goods, and associated transportation facilities including transit stops and stations, sidewalks, cycle lanes, bus lanes, high occupancy vehicle lanes, rail facilities, parking facilities, park'n'ride lots, service centres, rest stops, vehicle inspection stations, inter-modal facilities, harbours, airports, marine facilities, ferries, canals and associated facilities such as storage and maintenance.

**Two zone concept:** means an approach to *flood plain* management where the *flood plain* is differentiated in two parts: the *floodway* and the *flood fringe*.

**Urban growth centres:** means areas originally delineated in the official plan in effect as of [effective date] that were required to be identified as a result of the urban growth centre policies of the Growth Plan for the Greater Golden Horseshoe, 2019. It is anticipated that no new *urban growth centres* will be identified.

**Vulnerable:** means surface and/or ground water that can be easily changed or impacted.

**Waste management system:** means sites and facilities to accommodate solid waste from one

or more municipalities and includes recycling facilities, transfer stations, processing sites and disposal sites.

**Watershed:** means an area that is drained by a river and its tributaries.

Watershed planning: means planning that provides a framework for establishing comprehensive and integrated goals, objectives, and direction for the protection, enhancement, or restoration of water resources, including the *quality and quantity of water*, within a *watershed* and for the assessment of cumulative, cross-jurisdictional, and cross-*watershed* impacts. It may inform the identification of *water resource systems*.

Water resource systems: means a system consisting of ground water features and areas, surface water features (including shoreline areas), natural heritage features and areas, and hydrologic functions, which are necessary for the ecological and hydrological integrity of the watershed.

**Wave effects:** means the movement of water up onto a shoreline or structure following the breaking of a wave, including wave uprush, wave set up and water overtopping or spray; the limit of *wave effects* is the point of furthest landward horizontal movement of water onto the shoreline.

Wayside pits and quarries: means a temporary pit or quarry opened and used by or for a public authority solely for the purpose of a particular project or contract of road construction and not located on the road right-of-way.

Wildland fire assessment and mitigation standards: means the combination of risk assessment tools and environmentally appropriate mitigation measures identified by the Ontario Ministry of Natural Resources and Forestry to be incorporated into the design, construction and/or modification of buildings, structures, properties and/or communities to reduce the risk to public safety, infrastructure and property from wildland fire.



# 8: Appendix – Schedule 1: List of Large and Fast Municipalities

Town of Ajax City of Mississauga

City of Barrie Town of Newmarket

City of Brampton City of Niagara Falls

City of Brantford Town of Oakville

City of Burlington City of Oshawa

Town of Caledon City of Ottawa

City of Cambridge City of Pickering

Municipality of Clarington City of Richmond Hill

City of Guelph City of St. Catharines

City of Hamilton City of Toronto

City of Kingston City of Vaughan

City of Kitchener City of Waterloo

City of London Town of Whitby

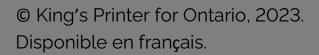
City of Markham City of Windsor

Town of Milton



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# **Township of Southgate Administration Office**

185667 Grey Road 9, RR 1 Dundalk, ON NOC 1B0



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Toll Free: 1-888-560-6607
Fax: 519-923-9262

Web: www.southgate.ca

## Staff Report CBO2023-002

Title of Report: CBO2023-002

Approval of E-permitting/Tracking and Inspection

**Software** 

Department: Building Branch: Building Council Date: June 7, 2023

#### Recommendation:

**Be it resolved that** Council receive Staff Report CBO2023-002 for information; and

**That** Council approve the purchase and implementation of Cloudpermit Electronic Permit and Inspection Software for the Building, By-law and Planning Department; at a cost of \$42,000 plus HST be funded from the Building Department Reserve; and

**That** staff be authorized to purchase of BlueBeam as a companion PDF editor for the Building, By-Law and Planning staff where required at a cost of approximately \$405 plus HST per licence.

#### Background:

Over the past few years and especially during the COVID-19 restrictions, the Township has received an increasing number of requests from builders for the ability to apply for building permits and book inspections online.

In recent years, a number of large municipalities have made electronic application a reality but this has come at a significant cost. Generally, these processes take from several months to years to effectively implement. They involve installation of complex software that require frequent updates and come at a cost that can only be justified by high building permit activity that far exceeds the Township's current levels.

During the COVID-19 restrictions, staff have had to quickly switch to an electronic method to ensure construction continues for essential projects. As such, email has been used as the primary means to download, upload and communicate with permit holders. During this time, the Township has realized that this method, although kept the Township moving forward was extremely inefficient. Applications were missed as they were too large for email or were sent to the improper email address. Based on the Township's current rate of application submissions, the Township will be severely overwhelmed during the building season.

In the past few years, staff have become aware of a new opportunity to consider. A cloudbased permitting system that has been created and hosted by a leading software developer.

#### **Staff Comments:**

CloudPermit is a software hosted, maintained and updated by the service provider over the internet using industry best standards. With the service provider providing the updating and maintenance, it would ensure that Township staff are not required to provide resources to ensure its proper function.

Generally, the process is as follows:

#### **Building Permit and Issuance/Planning & Development Applications**

✓ Originating from a link on the Township's website, the applicant creates a project and uploads the required application, forms and drawings using a user-friendly step by step process. The applicant can also authorize designers to upload drawings directly to their project. When the applicant believes that

- the application is complete, they direct the system to advise the municipality of an application. The system will verify all required documentation is in place before initializing the permit application process to the Township.
- ✓ Upon notification of a complete application, the municipality logs into the website to view and download the information.
- ✓ Staff will then conduct the plans examination electronically using the Township's future pdf editing software. Once satisfied, the approved plans are uploaded back to the applicant's project with an approved building permit or notice of completion of a planning application.

#### **Building Inspections**

- ✓ Permit holders will log onto the website and request an inspection for their project with their suggested time of morning or afternoon.
- ✓ Staff will receive the notification and confirm if the requested time can be met.
- ✓ Inspectors will visit the project and confirm status of the inspection to the permit holder through the software.

#### For the building industry the benefits of this cloud-based system include:

- ✓ Minimal printing costs for the applicants to submit permit.
- ✓ Travel time and expense to and from the municipal office to drop off and pick up documents
- ✓ Ability to track several permits at one time.
- ✓ Inspection scheduling and results are received electronically and immediately.
- ✓ Allows for quicker application process given that designers can submit directly online
- ✓ Ability to monitor the progress of an application or inspection immediately
- ✓ Availability of approved plans are on-line at all times.
- ✓ Will integrate with the Township's building permit database currently in place Keystone financial.
- ✓ Cloudpermit is currently working on import technology to transfer old permits to the Cloudpermit program.
- ✓ Less aministration staff time to file and track permits
- ✓ No hard filing system or further space required on Township site.

Cloudpermit will support the Township's objectives of customer service satisfaction and environmental sustainability and innovation It has been determined that Cloudpermit is the preferred solution as it best fits the requirements of the building department, and can integrate other departments, such as planning and by-law. This system is the primary building permit application system used in Finland where over 250 municipalities are enrolled. In Canada, the City of Windsor is the first client from which the Township has received positive reviews.

Other municipalities in Ontario enrolled include Arran-Elderslie, Chatsworth, Grey Highlands, Huron-Kinloss, Lucan Biddulph, Middlesex Centre, North Kawartha, North Middlesex, Saugeen Shores, South Stormont, Southwold, Strathroy-Caradoc, West Grey, St Mary's and West Perth.

It is also worth noting that Cloudpermit has been endorsed by the Ontario Building Officials Association and AMO as a solution to advancing e-permitting. The following is an excerpt from the OBOA from August 2020.

"The OBOA has always been committed to supporting our members as they strive to improve building permit services for homeowners, builders and developers, while also streamlining the processes within their municipal departments," says Grant Brouwer, President of the OBOA. "This collaboration with Cloudpermit enables us to provide our members with an avenue to e-permitting and contributes to the overarching mandate by the Provincial government ot move towards electronic service delivery of provincial and municipal servies."

#### **Financial Implications:**

Staff is recommending the initial term of the agreement for five years. Upon completion of the  $5^{\text{th}}$  year Cloudpermit fees will increase 5% or can be renegotiated if building permit requirements decrease. Cloudpermit is offering the software for

an annual fee of \$16,500 for the Building Department permitting system. Based on the Township's expected annual number of 400 permits per year this would be \$44.75 per permit.

Bluebeam onetime fee is currently \$300.00 US (\$405.00 Canadian at time of printing) per seat for the standard version. 4 seats would currently be required.

The initial agreement is for an implementation fee of \$9,000 and five years with an annual cost for Cloudpermit of \$16,500.00 (H.S.T. excluded) for the Building Department, and a yearly fee for Bluebeam of \$1620.00 (H.S.T. excluded)

The Planning Department would benefit from the Building Department implementation fee and purchase in 2023 and would incur a yearly fee of \$11,550.00 (H.S.T. excluded), beginning in the 2024 budget year.

The By-Law Department would benefit from the Building Department implementation fee and purchase in 2023 and would incur a yearly fee of \$4,950.00 (H.S.T. excluded), beginning in the 2024 budget year.

Staff have reviewed the 2023 budget, which includes \$25,000.00 for Building and \$3000.00 for By-Law services. A total first year cost for three modules is \$42,000.00 + applicable taxes. The Building Department reserve at the beginning of 2023 is \$1,156,814.48. Therefore, council is committing an additional \$14,000 unbudgeted from the Building Department Reserve to fund this project in 2023. Purchase of this software will return future cost savings in building inspector time, administration and one-use investments.

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

This report has been written and presented to Council to communicate accurate information to the public. Southgate Goal #1-A – Trusted, Timely, Transparent, Decision Making.

#### **Concluding Comments:**

The recommendation is that Council receive this staff report, and approve the cost to implement Cloudpermit for all three departments, funding the full amount from Building Department Reserves in 2023. Yearly costs will be added to future budgets.

Respectfully Submitted,

Dept. Head: Original Signed By

Bev Fisher, Chief Building Official

Treasure: <u>Original Signed By</u>

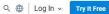
Adam Mighton, Treasurer

CAO Approval: <u>Original Signed By</u>

Dina Lundy, CAO

## Attachment(s):

- 1. Buyers Guide for Cloudpermit
- 2. BuildingPermitting
- **3.** ByLawEnforcemnet
- **4.** PlanningDevelpment
- **5.** Bluebeam markup software. <a href="www.bluebeam.com/solutions/revu">www.bluebeam.com/solutions/revu</a>







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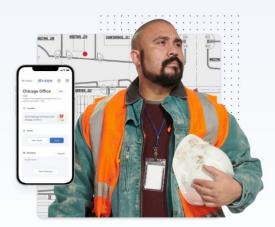
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- Share the latest drawings and documents with teams in the field using Bluebeam Cloud

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Gain administrative control with simplified self-serve license management and deployment. Then get everyone up to speed on key features and workflows with Bluebeam University training



# **Contents**

What is Cloudpermit?

Why E-permitting?

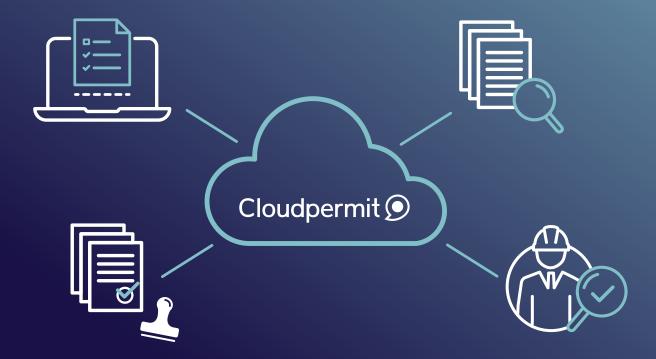
A Buyer's Checklist for the Ideal E-permitting Solution

**Summary and Key Takeaways** 

**Additional Resources** 

## What is Cloudpermit?

Cloudpermit is the world's leading e-permitting software for municipal building departments. It digitalizes the entire building permit process for municipalities of any size.



The software is all-in-one and cloud-based (automatically saves and updates, hosted in the cloud, and is managed by Cloudpermit).

Cloudpermit enables municipal building departments to work digitally, remotely, and collaboratively – this helps future-proof processes and create opportunities for municipalities to thrive.

Cloudpermit was built for North American municipal building departments with North American municipal building departments. It is an out-of-the-box solution with a local (state/province) pre-configuration that can be easily configured to meet municipal needs.

## A few key benefits:

- ✓ Conduct mobile
   inspections all inspection data
   is part of the permit file
- Issue permits at least50% faster thanpaper-based systems
- Enable the public to apply for building permits online
- Implementation takes weeks, not months

## Why e-permitting?

E-permitting benefits municipal building departments and all involved parties in the building permit process (applicants, builders, contractors, designers, inspectors, etc.). Faster permit issuance is a key benefit of storing all permit data in one space.

A more efficient building permit process speeds up development, which has a direct and immediate impact on a municipality's economy.

E-permitting also improves customer service by enabling applicants to apply for permits online. Applicants can submit or amend permit applications anytime from anywhere rather than needing to travel to the municipal office during office hours.

Digital applications help municipal building departments spend more time reviewing and issuing permits and spend less time on front counter visits.



E-permitting creates a faster building permit process than paper-based systems since applications are online (paperless), and communication is improved. It also costs less by saving money on printing, operational, and travel costs, and optimizes customer experience by eliminating travel, printing costs, and hard-to-follow communication.

With shutdowns, physical distancing, increased permit applications, limited paper exchange, and remote work, the ongoing COVID-19 pandemic has pushed municipalities toward digital transformation. E-permitting enables municipal building departments and its communities to work effectively and remotely during the pandemic.



Overall, e-permitting has countless advantages over paper-based and legacy systems.

## A Buyer's Checklist for the Ideal E-permitting Solution

E-permitting solutions for municipal building departments are revolutionizing the building permit process. It's important for municipal building departments to consider municipal needs when looking at switching from paper-based or legacy systems to e-permitting.

This part of the Buyer's Guide outlines key criteria to keep in mind when making a purchasing decision.

## The checklist consists of six categories:

- **1.** The importance of a cloud-based solution
- Online capabilities for improved service and remote work
- Efficient management of daily work
- 4. Support for mobile inspections
- **5.** Using the data: integrations and reporting
- **6.** Easy implementation and best in-class support



## The importance of a cloud-based solution

What does cloud-based mean? Cloud-based means data is stored on the Internet, instead of personal computers or on-premises systems. This means data is accessible anywhere and secure.

Cloudpermit is cloud-based – permits are accessible and secure in the cloud.

**Automatic updates and no installations:** Cloud-based systems have automatic updates and no installations. For example, Netflix is cloud-based, accessible on any device, and users always have the latest version.

Like Netflix, Cloudpermit is cloud-based, accessible on any device, and users always have the latest version without any manual updates or installations.

Cloudpermit is an all-in-one cloud-based SaaS (software-as-a-service) system that allows the entire building permit process to exist in one digital space.

Easy access regardless of location: Choosing an e-permitting platform that works outside the municipal office and its business hours is important for convenient work and applications.





Cloudpermit is accessible from anywhere with an Internet connection (users' homes, on-site, municipal office, etc.). Municipal building department staff, applicants, and building professionals do not need to travel to the municipal office to submit permit applications or to do their jobs.

Cloudpermit users can check permit application statuses online which improves transparency and reduces calls to the municipal office.

**Scalable option:** Cloud-based systems are more scalable than onpremises solutions and have more flexible subscription models than the traditional license-based software.

Cloudpermit allows municipalities to grow and scale as unlimited users can be added without needing to increase costs while your departments grow. Its technical scalability means municipal building departments do not need to worry about its performance. As the usage or data amount increases, the service capacity automatically increases.

# 2 Online capabilities for improved service and remote work

When choosing an e-permitting solution, consider the impacts on service and remote work – look out for these features when deciding what to buy.

**Easy-to-use end-to-end system:** Ease of use, for both front-end and back-end processes, is important to ensure optimal functionality for internal and external needs.

Cloudpermit is an easy-to-use end-to-end software where all users have access to essentially the same simple layout. It is user-friendly for public-facing and internal needs because it has superior front-end and backend functionality.

**Exceptional application intake:** Exceptional application intake improves efficiency, reduces back-and-forth communication with applicants, and speeds up permit issuance. Municipal building departments always receive complete permit applications because Cloudpermit forces applicants to finish their permit application before they can apply.

Since municipal building departments only receive complete permit applications with Cloudpermit, municipal building departments issue permits at least 50% faster than paper-based systems.

**Automatically save applications and continue later:** E-permitting solutions that automatically save applications and allow users to access applications more than once help avoid unnecessary worry.

Cloudpermit users do not need to worry about a computer crash or losing network connectivity as applications automatically save.

Users can also access applications as many times as needed – they do not need to finish an application in one session.

**Ability to work remotely and go paperless:** E-permitting provides an opportunity for municipal building departments to work remotely and go paperless.

Cloudpermit saves municipal building departments money on printing costs, enables flexible workflows, and helps maintain physical distancing during the ongoing pandemic by enabling remote and paperless work.

Applicants do not need to print permit applications to submit or make changes to their application – they can submit and amend permit applications online from the comfort of their home.

Accessible and user-friendly software: It's imperative to choose an accessible and user-friendly software that follows accessibility requirements that all public online services must follow. Providing a service that is not compliant with accessibility requirements can lead to sanctions and can limit who is able to use the software.

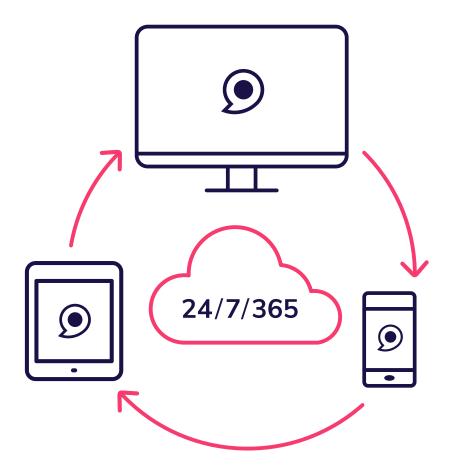
Cloudpermit follows international accessibility standards and local accessibility legislation.

## **3** Efficient management of daily work

Consider an e-permitting solution that creates efficient management of daily work to improve daily workflows.

**Easily assign reviews and tasks to different people:** Efficient task assignment creates efficient workflows and reduces back-and-forth communication for municipal building departments and building professionals.

It's easier to manage workflows with Cloudpermit because reviewers, inspectors, contractors, finance teams, etc., are notified when they are assigned a new task.





#### Easily keep track of building permits and projects of all sizes:

An e-permitting solution that caters to different permit types that can extend years and vary greatly in size helps municipal building departments adapt to changing needs.

Cloudpermit enables municipal building departments to easily manage different permit types, time frames, and sizes because all permit data is in one digital space (instead of needing to compile data from paper, phone calls, emails, front counter visits, etc.).

**Easily collaborate with all parties involved:** E-permitting makes it easier to manage and communicate about permits since permit data is stored online.

Cloudpermit users can communicate and collaborate with each other – add a file, ask a question, reschedule an inspection, assign a task, etc. – within the software. This helps ensure accountability since all communication is easy to reference in one place.

# 4 Support for mobile inspections

E-permitting solutions offer different digitalization levels, so consider one that supports mobile inspections.

**Conduct on-site mobile inspections:** Most inspections are conducted on-site with a notebook or tablet, and then inspectors travel to the municipal office to input their notes onto an on-premises system. With e-permitting, this is not the only way to collect inspection data.

With Cloudpermit, inspectors can conduct on-site mobile inspections and input inspection data (notes, photos, deficiencies, results, etc.) on their mobile device.

Inspection results, including occupancy certificates, are automatically sent to builders and applications when inspections are complete.

Permit description, previous inspection information, drawings, etc., are accessible in the inspection tool, and Cloudpermit enables simple management of inspection data because it exists in one digital space.

**Schedule inspections online:** Inspections are traditionally scheduled over the phone, via email, or with front counter visits which takes time and can create opportunities for information to get lost – e-permitting can help.

Users can request inspections within Cloudpermit. Applicants can see available dates and times to book inspections, and inspectors are given more control over their daily schedule to plan better routes and make their days more efficient.



## 5 Using the data: integration and reporting

E-permitting can use existing data to improve application quality and reporting. It can help applicants fill out required permit information, such as location and property information accessible from local GIS integration. Consider an e-permitting solution that improves integration and reporting.

**Seamless integration with GIS:** Integration with GIS improves accuracy and streamlines the building permit process.

Cloudpermit offers seamless integration with GIS to improve accuracy and streamline the building permit process for municipal building departments and its communities. With GIS integration, users can select the project location from a list of municipal addresses and see locations on a map with property borders.

Cloudpermit can also read and display property information from GIS, such as roll numbers, property owners, and zoning information. Integration is real-time which means the data is always up to date.

**Easily manage reporting:** Managing and overseeing reporting can be difficult with paper-based or non-integrated systems as files are not always accessible in one space.

With Cloudpermit, all permit and inspections-related data is stored in one service which enables new, valuable municipal data insights to be made effectively.

Reporting tools are available for municipalities in Cloudpermit and for reporting to external parties.



**Secure and safe storage for permit data:** E-permitting is a safe and secure data storage option. Traditionally, permit data is stored in filing cabinets or in on-premises systems – this makes data susceptible to vulnerabilities such as forgeries, theft, and physical disasters like fires and floods.

Cloudpermit, as a cloud-based system, securely and safely stores its data in three separate zones in Google Cloud, all located within Canadian borders and managed by Cloudpermit. Each user's account is password protected and the administrative accounts are secured with a 2-factor authentication.

## 6 Easy implementation and best-in-class support

Be sure to consider specific municipal needs, implementation time after signing a contract, and support during and after onboarding when making an e-permitting purchasing decision.

**Configured out-of-the-box software:** Different e-permitting platforms offer various configuration levels which can impact implementation time and price.

Cloudpermit can be easily configured to meet local requirements (application types, permit templates, municipality logos, authority users and roles, attachment types, etc.). Since it is out-of-the-box, it can be quickly and easily configured for each municipality.

**Receive Cloudpermit support whenever needed:** Finding friendly, accessible, and fast support is relevant for ease of use, happy staff, and ensuring the e-permitting software meets municipal needs.

Cloudpermit staff is always available for support over the phone or email. Comprehensive instructions are available in our support portal – our Service Level Agreement defines the response and resolutions times when municipal users are facing problems.

Fast, easy implementation and training for staff: Implementation time and training provided to municipal building departments can vary greatly between e-permitting solutions.

Municipal building departments receive hands-on training on how to use Cloudpermit and, on average, implementation takes one month.

## Summary and Key Takeaways

A shift toward digital transformation is changing the building industry. As municipal building departments move away from paper-based and legacy systems, e-permitting is on the rise. It helps streamline the building permit process and helps municipalities thrive.

## Cloudpermit helps municipal building departments:

- Become more efficient
- Become paperless
- Use superior functionality and accessibility
- Reduce costs
- Optimize customer service
- Easily communicate

Work remotely

Cloudpermit is
an excellent option for
e-permitting software as it is
all-in-one, cloud-based,
end-to-end, and configurable.

So, what now? Let's schedule a demo to provide a more detailed look at Cloudpermit and answer any e-permitting purchasing decision questions.

Book a demo

### **Additional Resources**

cloudpermit.com/software

cloudpermit.com/post/on-the-go-inspection-tool-speeds-up-and-increases-reliability-of-the-inspection-process



### **Building Permitting**

**SOFTWARE SOLUTION** 

#### **Use Anytime, Anywhere**

Access Cloudpermit 24/7 on your phone, tablet, or laptop with any browser or operating system.

#### **Accept, Review, and Issue Building Permits**

Work online to receive and issue building permit applications with ease and without paper.

#### **Receive Complete Building Permit Applications**

Force citizens to complete applications before they can click 'submit' with mandatory input fields.

#### **Conduct On-site Mobile Building Inspections**

Manage all data, contact information, drawings, reports, etc., in the field by starting and finishing building inspections on-site.

#### **Use Maps Integrated with Your GIS**

Select building permit locations, view detailed property information and plan optimal inspection routes.

#### **Change and Modify** Workflows

Select building permit types from a pre-configured structure, and manage requirements, including forms, drawings, reviews, and inspections for each type of application.

#### **Gain Insight with Reports**

Create reports, such as for permits, assessments, payments, inspections, reviews, etc.

#### **Accept Payment**

Enable online and over-the-counter payments, send notifications for due payments, and determine a detailed list of fees.

#### **Keep All Communication in** One Place

Send direct and group time-stamped messages for organized conversations.

#### **Get Up and Running Quickly**

Start using Cloudpermit within weeks without costly integrations or IT support.

Cloudpermit provides community development software. We offer simple and online software solutions for building permitting, planning & development, and by-law enforcement.



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#### Cloudpermit O

### **By-Law Enforcement**

**SOFTWARE SOLUTION** 

#### **Use Anytime, Anywhere**

Access Cloudpermit 24/7 on your phone, tablet, or laptop with any browser or operating system.

#### **Accept Complaints from** Citizens

Accept complaints and determine what contact information is required for complainants.

#### **Create Cases and Violations in** the Field

Work in the field and search past building permits, previous complaints, cases, and history of a property.

#### **Conduct On-site Inspections**

Input notes and complete reports in the field on any mobile device.

#### **View Case History in Chronological Order**

Access data, contact information, reports, photos, etc., in chronological order.

#### **Share Photos**

Upload photos to cases, violations, and inspections.

#### **Use Maps Integrated with Your GIS**

Select case locations, view detailed property information, plan optimal inspection routes.

#### **Accept Payment**

Enable online and over-the-counter payments, send notifications for due payments, and determine a detailed list of fees.

#### **Keep All Communication in One Place**

Send direct and group time-stamped messages for organized conversations.

#### **Get Up and Running Quickly**

Start using Cloudpermit within weeks without costly integrations or IT support.

Cloudpermit provides community development software. We offer simple and online software solutions for building permitting, planning & development, and by-law enforcement.



## **Planning & Development**

**SOFTWARE SOLUTION** 

#### **Use Anytime, Anywhere**

Access Cloudpermit 24/7 on your phone, tablet, or laptop with any browser or operating system.

#### Accept, Review, and Approve **Planning Applications**

Work online to receive and approve planning applications with ease and without paper.

#### Manage Meeting Dates and **Agendas**

Keep track of meetings, manage preconsultation requests, and generate agenda templates.

#### **Organize Public Notice Notifications**

Manage and send public notice notifications, find public notice radius, and track public opinion.

#### **Circulate Planning Applications Internally and Externally**

Send multiple circulation requests in realtime and receive responses without paper.

#### Use Maps Integrated with Your GIS

Retrieve detailed and accurate property information, including various layers such as flooding maps and heritage areas.

#### **Change and Modify Workflows**

Select application types from a preconfigured structure, and manage requirements, including forms, drawings, and reviews for each type of application.

#### **Set Regulatory Processing Timelines**

Determine regulatory processing timelines and deadlines for all application types.

#### **Configure Two-Tier Approvals**

Configure two-tier review and approvals between governments.

#### **Accept Payment**

Enable online and over-the-counter payments, send notifications for due payments, and determine a detailed list of fees.

#### **Keep All Communication in One Place**

Send direct and group time-stamped messages for organized conversations.

#### **Get Up and Running Quickly**

Start using Cloudpermit within weeks without costly integrations or IT support.

Cloudpermit provides community development software. We offer simple and online software solutions for building permitting, planning & development, and by-law enforcement.





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## **Township of Southgate Administration Office**

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#### Staff Report REC2023-004

**Title of Report: REC2023-004-Recreation Department Update** 

Department: Recreation Council Date: June 7, 2023

#### **Recommendation:**

**Be it resolved that** Council receive Staff Report REC2023-004 for information.

#### **Background:**

The May 2023, Recreation Advisory Committee meeting was cancelled due to the lack of current business to be discussed. With the absence of the meeting, this report provides an update on Departmental issues.

#### **Staff Comments:**

Staff are advising of the following information relevant to the Community:

- Memorial Park Pool / Pavilion renovation progress The contractor of record has had challenges in meeting the original deadline for completion. The expected completion of work is June 15<sup>th</sup>.
- Staffing concerns with the Dundalk Memorial Park Pool The Recreation Department was unable to secure employees for the Headguard Position, an Instructor Position, and a Lifeguard Position. With the shortage of staff, the Recreation Manager is utilizing what staff we have and with some secondary help the pool should open, and lessons will be provided. The Pool opening date is tentatively scheduled for June 23<sup>rd</sup>, with lessons beginning July 3<sup>rd</sup>.
- Historic Event the Southgate Recreation Department hosted what we believe to be the first Cricket game held in Southgate and Grey County. The match was held May 22<sup>nd</sup> at the Dundalk Soccer Fields. A local team planning on competing from Dundalk played a visiting team from Brampton.

#### **Financial Implications:**

There are no financial implications as a result of this report.

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

Goal 4 - Adequate and Efficient Public Facilities

Respectfully Submitted,

Dept. Head: Original Signed By

Kevin Green, Recreation Manager

CAO Approval: Original Signed By

Dina Lundy, CAO

## **Township of Southgate Administration Office**

185667 Grey Road 9 Dundalk, ON NOC 1B0



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#### Staff Report FIN2023-011

Title of Report: FIN2023-011 Wellington County Library Board

Agreement

**Department:** Finance Council Date: June 7, 2023

**Recommendation:** 

**Be it resolved that** Council receive Staff Report FIN2023-011 Wellington County Library Board Agreement as information; and

**That** Council consider approving By-Law 2023-053 being a by-law to authorize the signing and execution of a Public Library Services Agreement.

#### **Background:**

The Public Libraries Act RSO 1990 Chapter P.44, Section 29(1) states, "The council of a municipality ... may, instead of establishing or maintaining a public library, enter into a contract with a public library board, union board or county library board for the purpose of providing the residents of the municipality ..., with library services, on the terms and conditions set out in the agreement."

Since 2001, Southgate has maintained an agreement annually, based on a 1 year term, with the County of Wellington Public Library Board that allows Southgate residents use the library services of the Mount Forest Library branch.

The terms of the current agreement are:

- 1) Southgate sends the payment in two installments;
- 2) An agreed upon amount;
- 3) No representation on their Library Board;
- 4) A list of household users is forwarded on an annual basis for the sole purpose of determining the fee.

The agreed upon amount has remained at \$120 per household since 2013.

#### **Staff Comments:**

Staff has prepared By-law 2023-053, being a by-law to authorize the signing and execution of a Public Library Services Agreement, to enact a 2023 agreement between the Township of Southgate and the Wellington County Public Library Board.

The terms and the agreed upon amount of \$120 per household remain the same as the 2022 agreement and the household count decreases to 264.

#### **Financial Implications:**

The 2023 Budget included \$34,320 for the cost of the agreement with Wellington County Public Library Board. The proposed agreement sets the cost for 2023 at \$31,680 as the usage has decreased.

Below is a chart showing the household usage and fees paid since 2013:

<u>Year</u>	<u>Usage (# of</u> <u>Households)</u>	<u>Fee</u>	<u>\$ Increase</u> (Decrease)	<u>% Increase</u> (Decrease)
2014	248	\$29,760	\$3,600	13.8%
2015	225	\$27,000	(\$2,760)	(9.3%)
2016	217	\$26,040	(\$960)	(3.6%)
2017	258	\$30,960	\$4,920	18.9%
2018	248	\$29,760	(\$1,200)	(3.9%)
2019	255	\$30,600	\$840	2.8%
2020	280	\$33,600	\$3,000	9.8%
2021	247	\$29,640	(\$3,960)	(11.8%)
2022	286	\$34,320	\$4,680	15.8%
2023	264	\$31,680	(\$2,640)	(7.69%)

#### **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:**

Staff recommends that By-law 2023-053 be considered for approval to enact a 2023 agreement between the Township of Southgate and the Wellington County Public Library Board.

Respectfully Submitted,

Deputy Treasurer: Original Signed By

Aakash Desai, Deputy Treasurer

Dept. Head: Original Signed By

Adam Mighton, CPA, CGA, Treasurer

CAO Approval: Original Signed By

Dina Lundy, CAO

## THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE BY-LAW NUMBER 2023-053

being a by-law to authorize the signing and execution of a Public Library Services Agreement with the Wellington County Public Library Board and the Township of Southgate

**Whereas** Section 8 of the Municipal Act, 2001, Chapter 25, as amended, provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipalities ability 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, right, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act,

**Therefore, be it resolved that** the Council of the Corporation of the Township of Southgate hereby enacts as follows:

- 1. **That** the Mayor and Clerk are hereby authorized and directed to sign the Public Library Services Agreement between the Wellington County Public Library Board and the Township of Southgate, attached hereto as Schedule A; and
- 2. **That** this by-law shall become effective from and after the date of passing hereof.

Read a first, second and third time and finally passed this 7th day of June, 2023.

Brian Milne – Mayor
Lindsey Green - Clerk

### Schedule "A" AGREEMENT

BE	ΤWI	EEN	:
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THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE

**AND** 

THE WELLINGTON COUNTY PUBLIC LIBRARY BOARD

**Whereas** the Corporation of the Township of Southgate wishes to enter into an agreement with the Wellington County Public Library Board to provide full library service to the Township of Southgate resident/ratepayers.

**Now therefore** be it resolved that the Corporation of the Township of Southgate and the Wellington County Public Library Board agree to the following:

- 1. The Wellington County Public Library shall provide all services in accordance with the Public Library Act, R.S.O., 1990, Chapter P.44;
- 2. The Corporation of the Township of Southgate agrees to pay the Wellington County Library Board a yearly grant to be paid in two installments, and will be due June 30<sup>th</sup> and October 31<sup>st</sup>;
- 3. The Corporation of the Township of Southgate agrees to pay a grant of \$31,680.00 to the Wellington County Library Board for the year 2023;
- 4. The Corporation of the Township of Southgate agrees to review the grant amount on an annual basis;
- 5. The Wellington County Library Board will prepare a list of the names and civic address numbers of the users on an annual basis and submit this list to the Township of Southgate, for the sole purpose of determining the fee above;
- 6. The Township of Southgate will not be represented on the Library Board:
- 7. The Township of Southgate shall not be liable for any injury, death or property damage to the Public Library, its employees, agents or any claim by any third party against the Board, its employees or agents.

Dated this day of	, 2022.
Chair, Wellington County Library Board	Mayor, Township of Southgate
CEO, Wellington County Library Board	Clerk, Township of Southgate

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#### Staff Report FIN2023-012

Title of Report: FIN2023-012 2023 Tax Rates

**Department:** Finance Council Date: June 7, 2023

**Recommendation:** 

**Be it resolved that** Council receive Staff Report FIN2023-012 2023 Tax Rates as information; and

**That** Council By-law 2023-055 being a by-law to levy and collect property taxes for the year 2023, should be considered for approval.

#### **Background:**

On March 1, 2023, Council received and approved By-law 2023-006, being a by-law to provide for interim tax levies for the 2023 fiscal year.

On February 1, 2023, Council received Staff Report FIN2023-004 2023 Budget and approved a 2023 Budget which had a requirement from taxation of \$10,033,848.

#### **Staff Comments:**

By-law 2023-055 being a by-law to levy and collect property taxes for the year 2023.

Schedule "A" to By-Law 2023-055 summarizes the 2023 tax rates of the Township of Southgate, the County of Grey, and the Education tax rate.

#### **Financial Implications:**

The Township of Southgate is required to approve a budget and tax rates annually in order to cover operations.

#### **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:**

By-law 2023-055 being a by-law to levy and collect property taxes for the year 2023., should be considered for approval.

Respectfully Submitted,

Tax Collector: Original Signed By

Nicole Corley

Dept. Head: Original Signed By

Adam Mighton, CPA, CGA, Treasurer

CAO Approval: Original Signed By

Dina Lundy, CAO

Attachment:

None

#### The Corporation of the Township of Southgate

#### **By-law Number 2023-055**

#### Being a by-law to levy and collect property taxes for the year 2023

**Whereas** the Council of the Corporation of the Township of Southgate has prepared the estimates of all sums required during the year for the purposes of the municipality in accordance with Section 290 of the Municipal Act, 2001, S.O. 2001 c.25, as amended (hereinafter referred to as the "Municipal Act");

**Whereas** Section 312 *Municipal Act*, and Regulations thereto provides for the purposes of raising the general local municipal levy, the Council of a local municipality shall, each year, pass a by-law levying a separate tax rate, as specified in the by-law, on the assessment in each property class in the local municipality rateables for local municipal purposes; and

**Whereas** Section 307 and 308 of the *Municipal Act* require tax rates to be established in the same proportion to tax ratios; and

**Whereas** the Council of the Corporation of the County of Grey has established tax ratios for 2023 as required under Section 308 of the *Municipal Act* and tax rates for its own purposes under Section 311 of that Act; and

**Whereas** taxes for School purposes shall be levied, collected and administered in accordance with the Education Act, R.S.O. 1990, c.E.2, Ontario Regulation 400/98 made and most recently revised under that Act; and

**Whereas** Section 149 of the *Municipal Act* provides that a local municipality may authorize the annual dues of members of any farm organization approved by the Minister of Agriculture & Food to be entered on the tax roll and collected in the same manner as taxes; and

**Whereas** Part X of the *Municipal Act* provides for the issuance of tax bills and the collection and administration of tax amounts;

**Now Therefore** the Council of the Corporation of the Township of Southgate hereby enacts as follows:

- 1. **That** the estimates of all sums required for the purposes of the Corporation of the Township of Southgate are outlined in Schedule "A" to this By-law and form part of this By-law; and
- 2. **That** there shall be levied and collected upon the whole assessment for real property according to the last certified assessment roll, the lower tier rates as follows for the year 2023; and

Residential and Farm	0.894087%
Residential-Farmland awaiting development	0.223522%
Multi-Residential	1.189940%
Commercial - Occupied	1.159541%
Commercial - Excess Land	1.159541%
Commercial - Vacant Land	1.159541%
Industrial - Occupied	1.637073%
Industrial - Excess Land	1.637073%
Industrial - Vacant Land	1.637073%
Managed Forests	0.223522%
Pipelines	0.810801%
Farmlands	0.194911%

- 3. **That** final taxes shall be calculated by applying the rates outlined above plus the rates established by the County of Grey for Upper Tier purposes and the rates established by the Province of Ontario for education purposes to the whole of the taxable assessment and deducting the interim amount levied for 2023; and
- 4. **That** a Federation of Agriculture special rate of .00006 percent shall be applied to properties assessed as Farmlands, in the former Township of Egremont and the former Township of Proton. And that the dollars raised by this special rate be used by the Egremont/Proton Federation of Agriculture to promote agricultural programs in Southgate (Section 149 of the Municipal Act); and
- 5. **That** a minimum amount of a tax bill shall be \$40.00; and
- 6. **That** the Tax Collector may email or cause the same to be emailed to the business or person indicated on the last revised assessment roll, an electronic version of the written or printed notice specifying the amount of taxes payable, if they have opted to receive an electronic copy; and
- 7. **That** the Tax Collector may mail or cause the same to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable, if they have not opted to receive an electronic copy; and
- 8. **That** the final taxes shall be due in two installments on August 29, 2023 and October 27, 2023; and
- 9. **That** in accordance with Section 345 of the *Municipal Act,* penalty and interest shall be imposed against amounts that become due and remain unpaid as follows:
  - a) For any installment that comes due, a penalty of one and one-quarter percent (1.25%) of the amount in default on the first day of default being the day immediately after the due date; and
  - b) Any and all taxes and installments that remain unpaid after the first day of default shall be subject to interest for non-payment which will be calculated at a rate of one and one-quarter per cent (1.25%), per month and imposed on the first day of each calendar month subsequent to the date of default.
- 10. **That** payment of taxes may be made by mail, in person at the Township of Southgate Administration office, by pre-authorized transfer, or through the Township's website (subject to a third-party convenience fee). All major financial institutions will accept Southgate tax payments at their counter, by telephone or internet banking; and
- 11. **That** if an article of this By-law is for any reason held to be invalid, the remaining articles shall remain in effect until repealed; and
- 12. **That** this By-law come into force and effect upon final passing hereof.

Read a first, second and third time and finally passed this  $7^{th}$  day of June, 2023.

 Brian Milne – Mayor
 Lindsey Green – Clerk

### The Corporation of the Township of Southgate 2023 Tax Rate & Levy

2023 Tax Rate & Levy					Total Tax						
	Tax	Southgate	<b>Grey County</b>	Education	Rate	<b>Current Value</b>	Tax Amount	Southgate	Grey County	Education	Total
Property Class	Class	Tax Rate	Tax Rate	Tax Rate	As % of RT	Assessment	Per Class	Levy	Levy	Levy	
Residential and Farm	RT	0.894087%	0.380183%	0.153000%	1.427270%	893,241,900	12,748,974	7,986,360	3,395,954	1,366,660	12,748,974
		62.64%	26.64%	10.72%	100%						
Residential-Farmland awaiting development	R1	0.223522%	0.095046%	0.038250%	0.356818%	-	-	-	-	-	-
		62.64%	26.64%	10.72%	100%						
Multi-Residential	MT	1.189940%	0.505986%	0.153000%	1.848926%	3,135,872	57,980	37,315	15,867	4,798	57,980
		64.36%	27.37%	8.28%	100%						
Commercial - Occupied	CT	1.159541%	0.493059%	0.880000%	2.532600%	19,261,422	487,815	223,344	94,970	169,501	487,815
		45.78%	19.47%	34.75%	100%						
Commercial - Excess Land	CU	1.159541%	0.493059%	0.880000%	2.532600%	139,300	3,528	1,615	687	1,226	3,528
		45.78%	19.47%	34.75%	100%						
Commercial - Vacant Land	CX	1.159541%	0.493059%	0.880000%	2.532600%	820,900	20,790	9,519	4,048	7,224	20,790
		45.78%	19.47%	34.75%	100%						
Commercial - SSOFB	C7	1.159541%	0.493059%	0.220000%	1.872600%	29,200	547	339	144	64	547
		61.92%	26.33%	11.75%	100%						
Industrial - Occupied	IT	1.637073%	0.696115%	0.880000%	3.213188%	30,325,451	974,414	496,450	211,100	266,864	974,414
		50.95%	21.66%	27.39%	100%						
Industrial - Excess Land	IU	1.637073%	0.696115%	0.880000%	3.213188%	434,000	13,945	7,105	3,021	3,819	13,945
		50.95%	21.66%	27.39%	100%						
Industrial - Vacant Land	IX	1.637073%	0.696115%	0.880000%	3.213188%	1,715,700	55,129	28,087	11,943	15,098	55,129
		50.95%	21.66%	27.39%	100%						
Managed Forests	TT	0.223522%	0.095046%	0.038250%	0.356818%	9,652,117	34,440	21,575	9,174	3,692	34,440
		62.64%	26.64%	10.72%	100%						
Pipelines	PT	0.810801%	0.344768%	0.880000%	2.035569%	1,479,000	30,106	11,992	5,099	13,015	30,106
		39.83%	16.94%	43.23%	100%						
Farmlands	FT	0.194911%	0.082880%	0.038250%	0.316041%	607,471,047	1,919,858	1,184,028	503,472	232,358	1,919,858
		61.67%	26.22%	12.10%	100%						
Totals - Taxation						1,567,705,909	16,347,525	10,007,727	4,255,479	2,084,319	16,347,525
Residential: Taxable Full Shared PIL	RF	0.894087%	0.380183%	0.153000%	1.427270%	33,000	471	295	125	50	471
Residential: Taxable No education	RG	0.894087%	0.380183%	0.000000%	1.274270%	133,800	1,705	1,196	509	-	1,705
Commercial: Taxable No education	CG	1.159541%	0.493059%	0.000000%	1.652600%	410,500	6,784	4,760	2,024	-	6,784
Commercial: Taxable Full Shared PIL	CH	1.159541%	0.493059%	1.250000%	2.902600%	32,500	943	377	160	406	943
Commercial: Taxable Full Shared PIL	CF	1.159541%	0.493059%	1.250000%	2.902600%	1,517,200	44,038	17,593	7,481	18,965	44,038
Industrial: Taxable Full Shared PIL	IH	1.637073%	0.696115%	1.250000%	3.583188%	52,900	1,896	866	368	661	1,896
Industrial: Taxable Vacant Land Shared PIL	IJ	1.637073%	0.696115%	1.250000%	3.583188%	-	-	-	-	-	-
Landfill: Taxable Full Shared PIL	HF	0.894087%	0.380183%	1.250000%	2.524270%	116,200	2,933	1,039	442	1,453	2,933
Totals - PIL's billed thru taxes						2,296,100	58,770	26,126	11,109	21,535	58,770
Totals - Taxation & PILS	+					1,570,002,009	16,406,295	10,033,853	4,266,588	2,105,854	16,406,295
IOLUIS - IBABLIOII & FILS	I					1,370,002,003	10,700,293	10,033,033	7,200,500	2,103,634	10,700,293

## **Township of Southgate Administration Office**

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Staff Report CL2023-014

Title of Report: CL2023-014 - Saugeen Mobility and Regional Transit

**Membership Update and Recommendation** 

**Department: Clerks** 

**Branch:** Legislative and Council Services

Council Date: June 7, 2023

#### **Recommendation:**

**Be it resolved that** Council receive Staff Report CL2023-014 for information; and **That** Council direct staff to notify the Saugeen Mobility and Regional Transit Board of Southgate Township's commitment to their service and that Southgate intends on remaining a municipal partner moving forward.

#### **Background:**

Saugeen Mobility and Regional Transit (SMART) is a specialized public transit service providing transportation solutions to the residents of 10 municipalities in Grey and Bruce Counties. The Township of Southgate has been a member of SMART for several years. Southgate appoints one Council member and an alternate every term to sit on the SMART Board.

At the December 4, 2019, Regular Meeting of Council the following was approved based on a Notice of Motion presented at the same meeting:

No. 2019-794

Moved By Mayor Woodbury

**Seconded By** Councillor Sherson

**Whereas** the Township of Southgate is a member of Saugeen Mobility and Regional Transit (SMART) and is represented by a board of directors representing the member municipalities; and

**Whereas** each board of directors determines the policies, priorities and budget for SMART; and

**Whereas** each member municipality financially supports the SMART organization and the service provided to each of our communities; and

**Whereas** the costs to deliver the service continues to rise impacting our municipal burden on taxpayers,

**Now therefore be it resolved that** Council direct staff to provide notice with a copy of this motion of our intentions to withdraw from the SMART partnership as a member; and

**That** Council recommend to other SMART member municipalities that we cooperatively explore amalgamation of service with Grey and Bruce Counties to deliver the SMART service to reduce transit duplication, develop transit efficiencies through one service delivery model and specifically to reduce our present back-haul time and costs without customers on-board; and

**That** Council direct staff to send this motion to all SMART member municipalities, as well as Bruce and Grey County Council's for their consideration. **Carried**.

Following the above direction from Council, staff provided correspondence to SMART of the Township's intention to withdraw from the service and notified the other member municipalities.

In 2020, due to the on set of the COVID-19 pandemic, at the November 4, 2020, Council meeting the following was approved based on a Notice of Motion presented at the same meeting:

No. 2020-511

## Moved By Mayor Woodbury Seconded By Councillor Rice

**Whereas** Council approved resolution number 2019-794 at the December 4, 2019 regular meeting of Council directing staff to provide notice to Saugeen Mobility and Regional Transit (SMART) of the Township of Southgate's intention to withdraw from the SMART partnership as a member, and further recommended that member municipalities cooperatively explore amalgamation of services with Grey and Bruce Counties to deliver the SMART service; and

**Whereas** the COVID-19 pandemic has decreased the member municipalities time and efforts in exploring an amalgamation of services to deliver the SMART service, **Therefore be it resolved that** Council direct staff to provide notice to SMART to continue with the use of their services for the period of one year. **Carried.** 

Following this direction, staff provided the above to SMART and member municipalities.

In 2021, due to the on-going COVID-19 pandemic, at the December 15, 2021, Regular Meeting of Council, the following motion was approved:

No. 2021-789

**Moved By** Mayor Woodbury

**Seconded By** Councillor Shipston

**Whereas** Council approved resolution number 2019-794 at the December 4, 2019 regular meeting of Council directing staff to provide notice to Saugeen Mobility and Regional Transit (SMART) of the Township of Southgate's intention to withdraw from the SMART partnership as a member, and further recommended that member municipalities cooperatively explore amalgamation of services with Grey and Bruce Counties to deliver the SMART service; and

**Whereas** the COVID-19 pandemic decreased the member municipalities time and efforts in exploring an amalgamation of services to deliver the SMART service; and **Whereas** Council approved an extension of the SMART services for 2021 at the November 4, 2020 regular Council meeting by resolution number 2020-511 due to the COVID-19 pandemic,

**Therefore be it resolved that** Council direct staff to provide notice to SMART to continue with the use of their services for 2022. **Carried.** 

In 2022, staff presented Staff Report CL2022-015 to allow for an extension for 2023 and advised that Council would have to decide in 2023 to either formally withdraw from the service or not. The following was approved at the May 4, 2022, Council meeting:

No. 2022-268

### Moved By Deputy Mayor Milne Seconded By Councillor Sherson

**Be it resolved** that Council receive Staff Report CL2022-015 for information; and **That** Council approve an extension of the Saugeen Mobility and Regional Transit System partnership to December 31, 2023. **Carried.** 

Staff provided notice of the above to SMART following that direction.

#### **Staff Comments:**

Staff are bringing forward this report to include background information for members that were not on the last term of Council to advise of past decisions and to also provide a decision to SMART and member municipalities of the Township's intention moving forward.

The agreement between SMART and Southgate requires that notice be provided in advance of your intention to withdraw from the service:

9.1 No Member shall withdraw or resign as a Member of the Corporation without giving written notice to the parties hereto and the Corporation which notice shall be effective on December 31<sup>st</sup> of the year following the year in which notice was given (i.e a notice was given in 2013 will take effect on December 31, 2014. Said Member shall be obligated to pay its proportionate share of the operating costs of the Corporation until the effective date of its withdrawal.

Staff believe that the annual extension notifications that we've been sending to SMART is not advantageous as it commands a lot of staff time (from the Township and SMART) and leaves SMART wondering if Southgate will be utilizing their services or not for the upcoming year. At this time, staff recommend continuing with the SMART service indefinitely and advising SMART of this, and then they will have a firm decision from Southgate moving forward.

If in the future, Southgate decides to discontinue the service, SMART will be formally notified at that time, in terms of our agreement.

#### **Financial Implications:**

Financial implications to the Township is the annual contribution to SMART, included in the 2023 budget.

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

This report has been written and presented to Council to communicate accurate information to the public.

#### **Concluding Comments:**

That Council direct staff to notify the Saugeen Mobility and Regional Transit Board of Southgate Township's commitment to their service and that Southgate intends on remaining a municipal partner moving forward.

Respectfully Submitted,

Dept. Head: Original Signed By

Lindsey Green, Clerk

CAO Approval: Original Signed By

Dina Lundy, CAO

Attachments: None

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#### Staff Report CL2023-015

**Title of Report: CL2023-015 - Grey County Paramedic Services** 

**Emergency Tiered and Tripartite Response** 

**Agreement Amendment/Extension** 

**Department:** Clerks

**Branch:** Legislative and Council Services

Council Date: June 7, 2023

#### **Recommendation:**

**Be it resolved that** Council receive Staff Report CL2023-015 for information; and **That** Council consider approval of By-laws 2023-057, 2023-058, and 2023-059 to enter into amending agreements with the Municipality of West Grey, Municipality of Grey Highlands and the County of Grey, as presented for emergency response.

#### **Background:**

The Township of Southgate currently has three active agreements for tiered and tripartite emergency response with the County of Grey and two neighbouring municipalities as follows:

- Agreement #1 Southgate, Grey Highlands and Grey County Tripartite (Attach #1)
- Agreement #2 Southgate, West Grey and Grey County Tripartite (Attach #2)
- Agreement #3 Southgate and Grey County Tiered (Attach #3)

#### **Staff Comments:**

The intent of the amendment/extension is to change the term to end June 30, 2028, instead of various dates in 2023 for all agreements and to include the following recitals as part of the agreements to add clarity:

- 1.1 All parties agree that this Agreement extends the Principal Agreement which remains in force and effect.
- 1.2 All parties agree that they are in favour of this extension subject to the required amendments.

Staff recommend approval of By-law 2023-057, 2023-058, and 2023-059 to enter into amending agreements with the Municipality of West Grey, Municipality of Grey Highlands and the County of Grey. The amending agreements are included with their respective by-laws as schedule a, following this report.

#### **Financial Implications:**

There are no financial implications 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.

#### **Concluding Comments:**

That Council consider approval of the amending agreements for tiered and tripartite emergency response with the Municipalities of Grey Highlands and West Grey and the County of Grey as presented.

Respectfully Submitted,

Dept. Head: Original Signed By
Lindsey Green, Clerk

CAO Approval: Original Signed By
Dina Lundy, CAO

Attachment #1 - Southgate, Grey Highlands and Grey County Tripartite Emergency Response Agreement

Attachment #2 - Southgate, West Grey and Grey County Tripartite Emergency Response Agreement

Attachment #3 – Southgate and Grey County Tiered Emergency Response Agreement

# Tripartite Tiered Emergency Response Agreement

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_\_\_, 20\_18\_, in quadruplicate between:

# The Corporation of the County of Grey

a municipality within the meaning of the Municipal Act, 2001 (hereinafter referred to in this Agreement as "the County"),

-And-

# The Corporation of the Township of Southgate

(hereinafter referred to in this Agreement as "Municipality 1");

-And-

The Corporation of the Municipality of Grey Highlands (hereinafter referred to in this Agreement as "Municipality 2");

#### WHEREAS:

- a) The County operates a Paramedic Service in Grey County;
- b) Municipality 1 operates the Fire Department which provides its fire protection services for Municipality 2 within the Fire Boundary Area as shown on the map attached as Schedule "B";
- c) Municipality 2 is willing to permit the Fire Department to respond to certain types of emergency calls to provide a tiered response on its behalf within the Fire Boundary Area;
- d) The Parties agree that it is at the sole discretion of Municipality 2 to decide which call types the Fire Department will respond to in providing that tiered response, though the County may provide guidance based upon medical advice regarding which emergency call types are recommended for the Fire Department's response;

NOW THEREFORE in consideration of the mutual terms and covenants herein contained, the Parties covenant and agree as follows:

### 1.0 Definitions

In this Agreement:

- 1.1 "Agreement" means this Agreement and its appending Schedule(s);
- 1.2 "Call Types" refers to the emergency call types to which the Fire Department will respond within Municipality 2, and are further described within Schedule "A".
- 1.3 "Fire Boundary Area" means the defined boundary(ies) within which the Fire Department is responsible to provide fire protection services for Municipality 2 under this Agreement;
- 1.4 "Fire Department" means the fire department, operated by Municipality 1, which provides fire protection services for Municipality 2 within the Fire Boundary Area;
- 1.5 "London CACC" means London Central Ambulance Communications Centre, which is the central dispatch centre for the Grey County Paramedic Service relevant to this Agreement.
- 1.6 "Party" or "Parties" means the legal entities which are parties to this Agreement.

- 1.7 "Schedule "A"" means the corresponding signed Letter of Agreement for the Activation of Tiered Response, including the page(s) of selected call types, attached hereto.
- 1.8 "Schedule "B" means the Fire Boundary Area map which shows the area to which the Fire Department is responsible to respond within Municipality 2 under this Agreement.

### 2.0 Term

2.1 This Agreement shall be effective on the date that it is signed by all Parties and shall continue for a Term of five (5) years, expiring on the 5<sup>th</sup> anniversary date of the signing of this Agreement unless it is otherwise terminated as per section 11 of this Agreement.

# 3.0 Responsibilities of Municipality 1

- 3.1 All Call Types to which the Fire Department, operated by Municipality 1 and acting on behalf of Municipality 2, will respond as activated by London CACC are contained within Schedule "A", Letter of Agreement for the Activation of Tiered Response with London CACC. Such responses are subject to certain terms and conditions also contained within Schedule "A".
- 3.2 Municipality 1 will notify the County in writing prior to any change in its fire dispatch centre.

# 4.0 Responsibilities of Municipality 2

- 4.1 All Call Types to which the Fire Department, operated by Municipality 1 and acting on behalf of Municipality 2, will respond as activated by London CACC are contained within Schedule "A", Letter of Agreement for the Activation of Tiered Response with London CACC. Such responses are subject to certain terms and conditions also contained within Schedule "A".
- 4.2 Municipality 2 will notify the County in writing prior to any change to the Fire Boundary Area and/or the Call Types to which the Fire Department will respond.

# 5.0 Responsibilities of the County

- 5.1 The County will replace disposable medical supplies used by the Fire Department on all Call Types it attends as part of a tiered response under this Agreement.
- 5.2 Upon being notified of a change to the Fire Boundary Area, the County will cause the map in Schedule "B" to be updated accordingly and will provide the Parties with the updated map(s).

# 6.0 Financial Arrangements

- 6.1 The County shall not provide any payment to any Party for services provided under this Agreement.
- 6.2 Any financial arrangements which may be made between Municipality 1 and Municipality 2 regarding the tiered response services provided under this Agreement by Municipality 1 through its Fire Department, on behalf of Municipality 2, are not the subject of this Agreement.

### 7.0 Indemnification

7.1 Each Party shall indemnify and hold harmless the others, including their elected officials, employees, agents, representatives and volunteers from and against any and all liabilities, claims, demands, loss, cost, damages, expenses, actions,

suits or other proceedings by whomever made, directly or indirectly arising out of this Agreement attributable to bodily injury, sickness, disease or death or to damage to or destruction of tangible property caused by its acts or omissions, including those of its elected officials, officers, representatives, agents, servants, employees, contractors, customers, invitees or licensees, and/or as a result of activities under this Agreement. This clause shall survive the Term of this Agreement.

### 8.0 Insurance

- 8.1 Each Party shall, at its own expense, obtain and keep in force during the Term of this Agreement, liability insurance satisfactory to the other Parties, including the following terms and minimum coverage and underwritten by an insurer licensed to conduct business in the Province of Ontario:
  - a) Municipal or Commercial General Liability insurance on an occurrence basis for an amount of not less than Five Million Dollars (\$5,000,000);
  - b) Automobile liability insurance for an amount not less than Five Million Dollars (\$5,000,000) on forms meeting statutory requirements covering all licensed vehicles used in any manner in connection with the performance of the terms of this Agreement; and
  - c) Each party shall add the other as an additional insured on its policy throughout the Term, and this shall be evidenced on the certificate of insurance provided under section 8.2.
- 8.2 Each Party shall provide the other Parties proof of insurance, each year, in the form of an insurance certificate.
- 8.3 Each Party agrees to immediately notify the other Parties of any occurrence, incident or event which may reasonably be expected to expose any of the Parties to material liability of any kind in relation to this Agreement.

# 9.0 Health and Safety, WSIB

- 9.1 Each Party is responsible for all costs associated with its workplace accidents and all premiums or assessments owing to the Workplace Safety and Insurance Board (WSIB), or insurance company if applicable for its own employees.
- 9.2 Each Party shall comply with the Occupational Health and Safety Act (Ontario), the Workplace Safety and Insurance Act (Ontario), the Human Rights Act (Ontario), and applicable regulations under such legislation and all other legal obligations with respect to worker health, safety and treatment.

# 10.0 Privacy and Confidentiality

- 10.1 Each Party will treat as confidential and will not, without the prior permission of the others, publish, release, disclose or permit to be published, released or disclosed, either before or after the expiration of this Agreement, private or confidential information supplied to, obtained by, or which comes to the knowledge of any Party as a result of this Agreement, except insofar as publication, release or disclosure is necessary, in the reasonable opinion of that Party, to enable it to fulfil its obligations under the Agreement, or as required or permitted by law.
- 10.2 The Parties acknowledge that any personal information that is provided for the purpose of creating records is given to each Party in confidence and is protected by applicable privacy legislation. The Parties each undertake that personal information in records delivered to each by the others will be used for the limited purposes intended and allowable. The Parties each further acknowledge that

any personal information obtained from either of the others for such purposes will be protected under the terms of applicable privacy legislation.

### 11.0 Termination

- 11.1 Any of the Parties may terminate this Agreement upon giving to the others 30 days' written notice of its intention.
- 11.2 For greater clarity, the termination of this Agreement shall also mean the termination of the Letter of Agreement for the Activation of Tiered Response, attached hereto as Schedule "A". Likewise, the termination of Schedule "A" will also mean the termination of this Agreement.

### 12.0 Notice

12.1 Any notice required to be given, served or delivered must be in writing and sent to the other Parties at the addresses indicated below, or to such other addresses as may be designated by notice provided by any Party to the others.

For the County:

County Clerk
County of Grey Administration Building
595 9th Ave E
Owen Sound, ON N4K 3E3
Fax Number: 519-376-8998

Email: countyclerk@grey.ca

For Municipality 1:

Township of Southgate 185667 Grey Road 9, RR1, Dundalk, ON N0C 1B0

Tel: 519 923-2110

Fax:

Email: jhyde@southgate.ca

For the Fire Department:

Dundalk Fire Department P.O. Box 765, Dundalk, ON N0C 1B0

Tel: 519 923-2402 Fax: 519 923-0287

Email: firechief@southgate.ca

For Municipality 2: Grey Highlands

206 Toronto Street South, Unit 1, Markdale, ON

Tel: 519 986-2811 Fax: 519 986-3643

Email: martellr@greyhighlands.ca

- 12.2 Any notice to be given by any Party to the others shall, in the absence of proof to the contrary, be deemed to have been received by the addressee if
  - delivered personally on a business day, then on the day of delivery;
  - sent by prepaid registered post, then on the second day following the registration thereof;
  - c) sent by ordinary mail, then on the fifth business day following the date on which it was mailed; or
  - d) sent by facsimile or email, upon confirmation of successful transmission of

the notice.

### 13.0 Force Majeure

- 13.1 None of the Parties shall be held responsible for any damage or delays as a result of war, invasions, insurrection, demonstrations, or as a result of decisions by civilian or military authorities, fire, flood, human health emergency, strikes and generally as a result of any event that is beyond the reasonable control of the Parties.
- 13.2 The Parties agree that in the event of a disaster or Force Majeure, they will cooperate and Municipality 2 and/or Municipality 1 and the Fire Department will make all reasonable efforts to provide temporary replacement service until permanent service is completely restored.

# 14.0 Severability

14.1 Each of the provisions contained in this Agreement is distinct and severable and a declaration of invalidity or unenforceability of any such provision or part thereof by a court of competent jurisdiction shall not affect the validity or enforceability of any other provision hereof, which shall remain in full force and effect.

# 15.0 Entire Agreement

15.1 This Agreement constitutes the entire agreement between the Parties with respect to the Call Types to which the Fire Department will respond within Municipality 2 as part of a tiered response, and supersedes all prior agreements, understandings, negotiations and discussions, whether written or oral. There are no conditions, covenants, agreements, representations, warranties or other provisions, express or implied, collateral, statutory or otherwise, relating to the Call Types to which the Fire Department will respond within Municipality 2 as part of a tiered response except as provided in this Agreement and its appending Schedule(s).

# 16.0 Amendment of Agreement

- 16.1 None of the terms, conditions or provisions of this Agreement shall be held to have been changed, waived, varied, modified or altered by any act or statement of any of the Parties, its respective agents, servants or employees unless done so in writing signed by all Parties, or if such changes are temporary pursuant to Schedule "A", part c).
- 16.2 Despite section 16.1, the Parties acknowledge that from time to time, operational decisions may result in changes being made to the fire dispatch centre, the Fire Boundary Area, and the Call Types to which the Fire Department will respond. Such changes will not necessitate the termination of this Agreement, but will simply result in it being updated accordingly upon the County receiving notification as per sections 3.2 and 4.2.

# 17.0 Successors and Assigns

- 17.1 This Agreement shall enure to the benefit of and be binding upon the Parties hereto and their respective successors and permitted assigns.
- 17.2 None of the Parties may assign all or any part of this Agreement without the written approval of the other Parties.

# 18.0 No Partnership

18.1 Nothing in this Agreement gives rise to a partnership or joint venture between the Parties or to an employment relationship between the Parties and their respective employees, contractors, sub-contractors or the Fire Department in the provision of service under this Agreement.

### 19.0 No Waiver

- 19.1 No term, agreement, provision, obligation or condition of this Agreement shall be deemed to have been waived by any Party, unless such waiver is in writing and signed by all of the Parties.
- 19.2 No waiver of any provision of the Agreement shall be deemed to be or shall constitute a waiver of any other provisions, whether or not similar, nor shall such waiver constitute a continuing waiver unless expressly provided.

This space is intentionally blank

IN WITNESS WHEREOF THE PARTIES hereunto attested by the hands of the proper officers duly authorized in that behalf as of the day and year first written above.

The Corporation of the County of Grey

Warden: Stewart Halliday

Deputy Clerk: Heather Morrison

We have the authority to bind the County.

The Corporation of the Township of Southgate

Anna-Marie Fosbrooke Deputy mayor odnowoudby

Clerk: Joanne Hyde

We have the authority to bind Municipality 1.

Name: Don Zeggil

Fire Chief, Dundalk Fire Department

I have signed in acknowledgement of the terms and conditions agreed to herein by the Parties.

The Corporation of the Municipality of Grey Highlands

Mayor: Paul McQueen

Clerk: Raylene Martell

We have the authority to bind Municipality 2.

Name: Marty Wellwood

Title: Fire Chief, Grey Highlands Fire Department

I have signed in acknowledgement of the terms and conditions agreed to herein by the **Parties** 

### Tripartite Tiered Emergency Response Agreement

Schedule "A" - Signed Letter of Agreement for Activation of Tiered Response

#### Letter of Agreement for the Activation of Tiered Response

The Dundalk Fire Department agrees to respond to the medical emergencies as outlined in Appendix A within the County of Grey when tiered by London Central Ambulance Communications Centre on behalf of Grey County Paramedic Services.

- a) London Central Ambulance Communications Centre will tier the Dundalk Fire Department within sixty (60) seconds of committing the call to the CACC System for all call types identified in Appendix A, only if additional time criteria has not been selected.
- b) This agreement acknowledges that fire emergencies take precedence over requests for tiered response, but the Dundalk Fire Department can cancel a medical tiered response at any time.
- c) During emergencies declared under the Corporation of the County of Grey or local municipal Emergency Response Plan, the emergency takes precedence and this Letter of Agreement may be amended as necessary.
- d) In the event of a conflict or the need to clarify issues arising from this agreement, the parties agree that they will first attempt to resolve such issues at an operational level. Failing which and for any other purposes regarding this Letter of Agreement, the following individuals shall be the contacts for formal resolution.

Contact for EMS:

Contact for Fire:

Kevin McNab

Don Zeaail

Chief of Grey County Paramedic Services Fire Chief, Dundalk Fire Department

- e) In the event of a change in the Fire Dispatch Centre or Fire Boundary area, the Fire Department agrees to notify London CACC of the change.
- f) This agreement shall commence on the date signed by both parties and continue on an annual basis, renewed automatically unless terminated in writing effective thirty (30) days from the date of receipt of the official notice.

For the Dundalk Fire Department

august 13/2018.
Date
September 4th 2018

### **Dundalk FIRE DEPARTMENT**

Tiered Response Criteria

	TIER	TYPE OF CALL	If EMS RESPONSE GREATER THAN	CODE PRIORITY
1	NO	Abdominal Pain	0 Minutes	Select Code
2	NO	Allergy Reaction	0 Minutes	Select Code
3	NO	Back Pain	0 Minutes	Select Code
4	NO	Behavioral Problems	0 Minutes	Select Code
5	NO	Bleeding (Non-Traumatic)	0 Minutes	Select Code
6	NO	Bleeding in Pregnancy	0 Minutes	Select Code
7	NO	Breathing Problems	0 Minutes	Select Code
8	NO	Burns	0 Minutes	Select Code
9	YES	Cardiac Arrest / VSA	0 Minutes	Code 4 and 3
10	NO	Chest Pain / Heart Problem	0 Minutes	Select Code
11	NO	Child Birth / Labour	0 Minutes	Select Code
12	YES	Choking	0 Minutes	Code 4 and 3
13	NO	Convulsions/Seizure	0 Minutes	Select Code
14	NO	Diabetic Problem	0 Minutes	Select Code
15	NO	Electrocution	0 Minutes	Select Code
16	NO	Environmental Exposure - Heat	0 Minutes	Select Code
17	NO	Environmental Exposure - Cold	0 Minutes	Select Code
18	NO	Eye Problems 0 Minutes		Select Code
19	NO	Falls 0 Minutes		Select Code
20	NO	Generally Unwell	0 Minutes	Select Code
21	NO	Headache		
22	NO	Inhalation	0 Minutes	Select Code
23	YES	MVC – Enclosed Seating	0 Minutes	Code 4 and 3
24	YES	MVC – Exposed Seating	0 Minutes	Code 4 and 3
25	YES	MVC – Person Struck	0 Minutes	Code 4 and 3
26	YES	MVC – Unknown Details	0 Minutes	Code 4 and 3
27	NO	Near Drowning	0 Minutes	Select Code
28	NO	Overdose	0 Minutes	Select Code
29	NO	Stroke / CVA	0 Minutes	Select Code
30	NO	Trauma (Blunt) / Assault	0 Minutes	Select Code
31	NO	Trauma (Penetrating) / Wound	0 Minutes	Select Code
32	YES	Unconscious /Decreased Consciousness	0 Minutes	Code 4 and 3
33	YES	Unknown	15 Minutes	Code 4

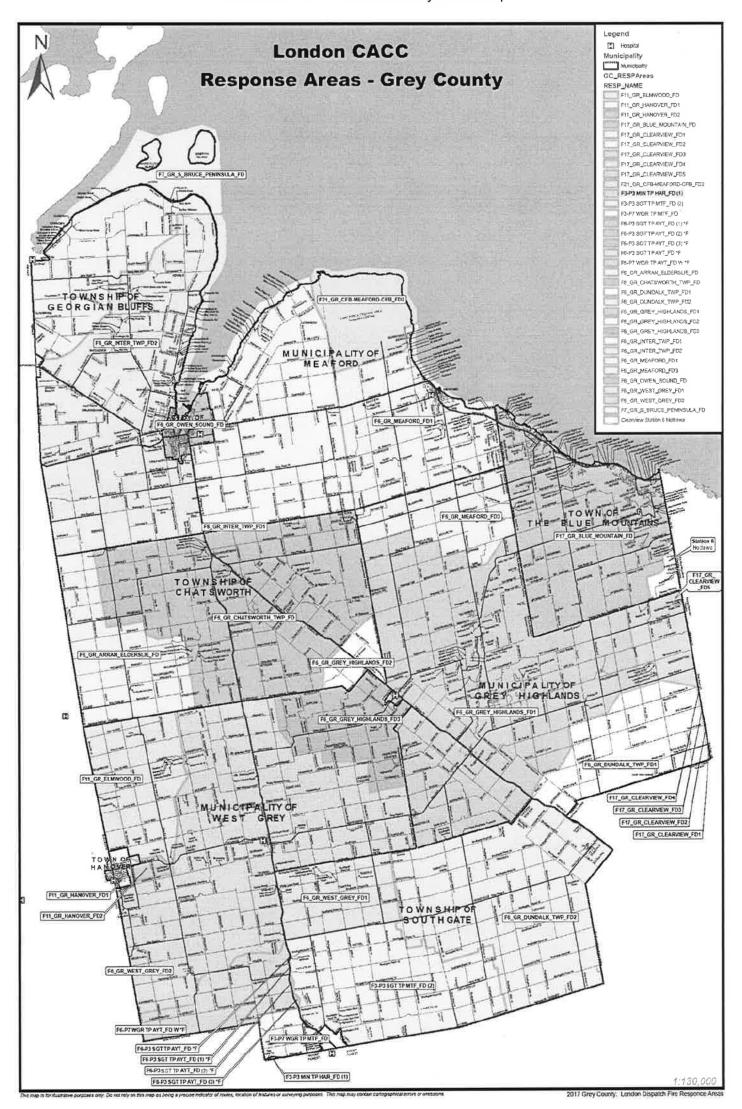
34	YES	Code 4 and 3	Farm Accidents	
35	YES	Code 4 and 3	Industrial Accidents	

CACC use only: Response Plan Name:

Revised: 14APR16

# Tripartite Tiered Emergency Response Agreement

Schedule "B" - Fire Boundary Area Map



# Tripartite Tiered Emergency Response Agreement

THIS AGREEMENT made this day of power, 2018 in quadruplicate between:

#### The Corporation of the County of Grey

a municipality within the meaning of the Municipal Act, 2001 (hereinafter referred to in this Agreement as "the County"),

-And-

#### The Corporation of the Municipality of West Grey

(hereinafter referred to in this Agreement as "Municipality 1");

-And-

#### The Corporation of the Township of Southgate

(hereinafter referred to in this Agreement as "Municipality 2");

#### WHEREAS:

- a) The County operates a Paramedic Service in Grey County;
- b) Municipality 1 operates the Fire Department which provides its fire protection services for Municipality 2 within the Fire Boundary Area as shown on the map attached as Schedule "B";
- Municipality 2 is willing to permit the Fire Department to respond to certain types of emergency calls to provide a tiered response on its behalf within the Fire Boundary Area;
- d) The Parties agree that It is at the sole discretion of Municipality 2 to decide which call types the Fire Department will respond to in providing that tiered response, though the County may provide guidance based upon medical advice regarding which emergency call types are recommended for the Fire Department's response;

NOW THEREFORE in consideration of the mutual terms and covenants herein contained, the Parties covenant and agree as follows:

#### 1.0 Definitions

In this Agreement:

- 1.1 "Agreement" means this Agreement and its appending Schedule(s);
- "Call Types" refers to the emergency call types to which the Fire Department will respond within Municipality 2, and are further described within Schedule "A".
- 1.3 "Fire Boundary Area" means the defined boundary(ies) within which the Fire Department is responsible to provide fire protection services for Municipality 2 under this Agreement;
- 1.4 "Fire Department" means the fire department, operated by Municipality 1, which provides fire protection services for Municipality 2 within the Fire Boundary Area;
- "London CACC" means London Central Ambulance Communications Centre, which is the central dispatch centre for the Grey County Paramedic Service relevant to this Agreement.
- 1.6 "Party" or "Parties" means the legal entities which are parties to this Agreement.
- 1.7 "Schedule "A"" means the corresponding signed Letter of Agreement for the Activation of Tiered Response, including the page(s) of selected call types, attached hereto.
- 1.8 "Schedule "B" means the Fire Boundary Area map which shows the area to which the

Fire Department is responsible to respond within Municipality 2 under this Agreement.

#### 2.0 Term

2.1 This Agreement shall be effective on the date that it is signed by all Parties and shall continue for a Term of five (5) years, expiring on the 5<sup>th</sup> anniversary date of the signing of this Agreement unless it is otherwise terminated as per section 11 of this Agreement.

#### 3.0 Responsibilities of Municipality 1

- 3.1 All Call Types to which the Fire Department, operated by Municipality 1 and acting on behalf of Municipality 2, will respond as activated by London CACC are contained within Schedule "A", Letter of Agreement for the Activation of Tiered Response with London CACC. Such responses are subject to certain terms and conditions also contained within Schedule "A".
- 3.2 Municipality 1 will notify the County in writing prior to any change in its fire dispatch centre.

#### 4.0 Responsibilities of Municipality 2

- 4.1 All Call Types to which the Fire Department, operated by Municipality 1 and acting on behalf of Municipality 2, will respond as activated by London CACC are contained within Schedule "A", Letter of Agreement for the Activation of Tiered Response with London CACC. Such responses are subject to certain terms and conditions also contained within Schedule "A".
- 4.2 Municipality 2 will notify the County in writing prior to any change to the Fire Boundary Area and/or the Call Types to which the Fire Department will respond.

#### 5.0 Responsibilities of the County

- 5.1 The County will replace disposable medical supplies used by the Fire Department on all Call Types it attends as part of a tiered response under this Agreement.
- 5.2 Upon being notified of a change to the Fire Boundary Area, the County will cause the map in Schedule "B" to be updated accordingly and will provide the Parties with the updated map(s).

#### 6.0 Financial Arrangements

- 6.1 The County shall not provide any payment to any Party for services provided under this Agreement.
- 6.2 Any financial arrangements which may be made between Municipality 1 and Municipality 2 regarding the tiered response services provided under this Agreement by Municipality 1 through its Fire Department, on behalf of Municipality 2, are not the subject of this Agreement.

#### 7.0 Indemnification

7.1 Each Party shall indemnify and hold harmless the others, including their elected officials, employees, agents, representatives and volunteers from and against any and all liabilities, claims, demands, loss, cost, damages, expenses, actions, suits or other proceedings by whomever made, directly or indirectly arising out of this Agreement attributable to bodily injury, sickness, disease or death or to damage to or destruction of tangible property caused by its acts or omissions, including those of its elected officials, officers, representatives, agents, servants, employees, contractors, customers, invitees or licensees, and/or as a result of activities under this Agreement. This clause shall survive the Term of this Agreement.

#### 8.0 Insurance

- 8.1 Each Party shall, at its own expense, obtain and keep in force during the Term of this Agreement, liability insurance satisfactory to the other Parties, including the following terms and minimum coverage and underwritten by an insurer licensed to conduct business in the Province of Ontario:
  - Municipal or Commercial General Liability insurance on an occurrence basis for an amount of not less than Five Million Dollars (\$5,000,000);
  - Automobile liability insurance for an amount not less than Five Million Dollars (\$5,000,000) on forms meeting statutory requirements covering all licensed vehicles used in any manner in connection with the performance of the terms of this Agreement; and
  - c) Each party shall add the other as an additional insured on its policy throughout the Term, and this shall be evidenced on the certificate of insurance provided under section 8.2.
- 8.2 Each Party shall provide the other Parties proof of insurance, each year, in the form of an insurance certificate.
- 8.3 Each Party agrees to immediately notify the other Parties of any occurrence, incident or event which may reasonably be expected to expose any of the Parties to material liability of any kind in relation to this Agreement.

#### 9.0 Health and Safety, WSIB

- 9.1 Each Party is responsible for all costs associated with its workplace accidents and all premiums or assessments owing to the Workplace Safety and Insurance Board (WSIB), or insurance company if applicable for its own employees.
- 9.2 Each Party shall comply with the Occupational Health and Safety Act (Ontario), the Workplace Safety and Insurance Act (Ontario), the Human Rights Act (Ontario), and applicable regulations under such legislation and all other legal obligations with respect to worker health, safety and treatment.

#### 10.0 Privacy and Confidentiality

- 10.1 Each Party will treat as confidential and will not, without the prior permission of the others, publish, release, disclose or permit to be published, released or disclosed, either before or after the expiration of this Agreement, private or confidential information supplied to, obtained by, or which comes to the knowledge of any Party as a result of this Agreement, except insofar as publication, release or disclosure is necessary, in the reasonable opinion of that Party, to enable it to fulfil its obligations under the Agreement, or as required or permitted by law.
- 10.2 The Parties acknowledge that any personal information that is provided for the purpose of creating records is given to each Party in confidence and is protected by applicable privacy legislation. The Parties each undertake that personal information in records delivered to each by the others will be used for the limited purposes intended and allowable. The Parties each further acknowledge that any personal information obtained from either of the others for such purposes will be protected under the terms of applicable privacy legislation.

#### 11.0 Termination

- 11.1 Any of the Parties may terminate this Agreement upon giving to the others 30 days' written notice of its intention.
- 11.2 For greater clarity, the termination of this Agreement shall also mean the termination of the Letter of Agreement for the Activation of Tiered Response, attached hereto as

Schedule "A". Likewise, the termination of Schedule "A" will also mean the termination of this Agreement.

#### 12.0 Notice

12.1 Any notice required to be given, served or delivered must be in writing and sent to the other Parties at the addresses indicated below, or to such other addresses as may be designated by notice provided by any Party to the others.

For the County:

County Clerk County of Grey Administration Building 595 9th Ave E Owen Sound, ON N4K 3E3 Fax Number: 519-376-8998 Email: countyclerk@grey.ca

For Municipality 1:

Clerk, The Municipality of West Grey 402813 Grey Road 4, RR2, Durham, ON NOG 1R0 Tel: (519) 369-2200 Fax: (519\_ 369-5962

Email: mturner@westgrey.com

For the Fire Department:

Phil Schwartz, Fire Chief, West Grey Fire Service, 179 George Street West, Durham, ON NOG

Tel: (519) 369-2505 Fax: (519) 923-0287

Email: pschwartz@westgrey.com

For Municipality 2:

Clerk, Township of Southgate, 185667 Grey Rod 9, RR1, West Grey Fire Service, ON NOC 180

Tel: (519) 923-2110 Fax: (519 923-9262 Email: jhyde@southgate.ca

- 12.2 Any notice to be given by any Party to the others shall, in the absence of proof to the contrary, be deemed to have been received by the addressee if
  - delivered personally on a business day, then on the day of delivery;
  - sent by prepaid registered post, then on the second day following the registration
  - sent by ordinary mail, then on the fifth business day following the date on which it was mailed; or
  - sent by facsimile or email, upon confirmation of successful transmission of the notice.

#### 13.0 Force Majeure

- 13.1 None of the Parties shall be held responsible for any damage or delays as a result of war, invasions, insurrection, demonstrations, or as a result of decisions by civilian or military authorities, fire, flood, human health emergency, strikes and generally as a result of any event that is beyond the reasonable control of the Parties.
- 13.2 The Parties agree that in the event of a disaster or Force Majeure, they will co-operate and Municipality 2 and/or Municipality 1 and the Fire Department will make all reasonable efforts to provide temporary replacement service until permanent service is

completely restored.

#### 14.0 Severability

14.1 Each of the provisions contained in this Agreement is distinct and severable and a declaration of invalidity or unenforceability of any such provision or part thereof by a court of competent jurisdiction shall not affect the validity or enforceability of any other provision hereof, which shall remain in full force and effect.

#### 15.0 Entire Agreement

15.1 This Agreement constitutes the entire agreement between the Parties with respect to the Call Types to which the Fire Department will respond within Municipality 2 as part of a tiered response, and supersedes all prior agreements, understandings, negotiations and discussions, whether written or oral. There are no conditions, covenants, agreements, representations, warranties or other provisions, express or implied, collateral, statutory or otherwise, relating to the Call Types to which the Fire Department will respond within Municipality 2 as part of a tiered response except as provided in this Agreement and its appending Schedule(s).

#### 16.0 Amendment of Agreement

- 16.1 None of the terms, conditions or provisions of this Agreement shall be held to have been changed, waived, varied, modified or altered by any act or statement of any of the Parties, its respective agents, servants or employees unless done so in writing signed by all Parties, or if such changes are temporary pursuant to Schedule "A", part c).
- 16.2 Despite section 16.1, the Parties acknowledge that from time to time, operational decisions may result in changes being made to the fire dispatch centre, the Fire Boundary Area, and the Call Types to which the Fire Department will respond. Such changes will not necessitate the termination of this Agreement, but will simply result in it being updated accordingly upon the County receiving notification as per sections 3.2 and 4.2.

#### 17.0 Successors and Assigns

- 17.1 This Agreement shall enure to the benefit of and be binding upon the Parties hereto and their respective successors and permitted assigns.
- 17.2 None of the Parties may assign all or any part of this Agreement without the written approval of the other Parties.

#### 18.0 No Partnership

18.1 Nothing in this Agreement gives rise to a partnership or joint venture between the Parties or to an employment relationship between the Parties and their respective employees, contractors, sub-contractors or the Fire Department in the provision of service under this Agreement.

#### 19.0 No Waiver

- 19.1 No term, agreement, provision, obligation or condition of this Agreement shall be deemed to have been waived by any Party, unless such waiver is in writing and signed by all of the Parties.
- 19.2 No waiver of any provision of the Agreement shall be deemed to be or shall constitute a waiver of any other provisions, whether or not similar, nor shall such waiver constitute a continuing waiver unless expressly provided.

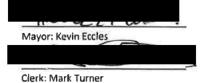
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IN WITNESS WHEREOF THE PARTIES hereunto attested by the hands of the proper officers duly authorized in that behalf as of the day and year first written above.

The Corporation of the County of Grey Warden: Stewart Halliday -Deputy Clerk: Heather Morrison

We have the authority to bind the County.

### The Corporation of the Municipality of West Grey



We have the authority to bind Municipality 1.

Name: Phil Schwartz

Title: FIRE CHIEF, West Grey Fire Service

I have signed in acknowledgement of the terms and conditions agreed to hereIn by the Parties.

The Corporation of the Township of Southgate

Clerk: Joanne Hyde

We have the authority to bind Municipality 2.

Name: Don Zeggil

Title: FIRE CHIEF, West Grey Fire Service Fire Department

I have signed in acknowledgement of the terms and conditions agreed to herein by the Parties

#### Tripartite Tiered Emergency Response Agreement

Schedule "A" - Signed Letter of Agreement for Activation of Tiered Response

#### Letter of Agreement for the Activation of Tiered Response

The WEST GREY FIRE SERVICE Fire Department agrees to respond to the medical emergencies as outlined in Appendix A within the County of Grey when tiered by London Central Ambulance Communications Centre on behalf of Grey County Paramedic Services.

- a) London Central Ambulance Communications Centre will tier WEST GREY FIRE SERVICE Fire Department within sixty (60) seconds of committing the call to the CACC System for all call types identified in Appendix A, only if additional time criteria has not been selected.
- b) This agreement acknowledges that fire emergencies take precedence over requests for tiered response, but the WEST GREY FIRE SERVICE Fire Department can cancel a medical tiered response at any time.
- During emergencies declared under the Corporation of the County of Grey or local municipal Emergency Response Plan, the emergency takes precedence and this Letter of Agreement may be amended as necessary.
- d) In the event of a conflict or the need to clarify issues arising from this agreement, the parties agree that they will first attempt to resolve such issues at an operational level. Failing which and for any other purposes regarding this Letter of Agreement, the following individuals shall be the contacts for formal resolution.

Contact for EMS:

Contact for Fire:

Kevin McNab

Phil Schwartz

Chief of Grey County Paramedic Services

Fire Chief, WEST GREY FIRE SERVICE Fire

Department

- e) In the event of a change in the Fire Dispatch Centre or Fire Boundary area, the Fire Department agrees to notify London CACC of the change.
- f) This agreement shall commence on the date signed by both parties and continue on an annual basis, renewed automatically unless terminated in writing effective thirty (30) days from the date of receipt of the official notice.

For the WEST GREY FIRE SERVICE Fire Department

post.

Phil Schwartz, Fire Chief

Ju/y 4,2018
Date

For Grey County Paramedic Services

Kevin McNab, Director of Paramedic Services

July 12, 2018

### **Dundalk FIRE DEPARTMENT**

Tiered Response Criteria

	TIER	TYPE OF CALL	If EMS RESPONSE GREATER THAN	CODE PRIORITY
1	NO	Abdominal Pain	0 Minutes	Select Code
2	NO	Allergy Reaction	0 Minutes	Select Code
3	NO	Back Pain	0 Minutes	Select Code
4	NO	Behavioral Problems	0 Minutes	Select Code
5	NO	Bleeding (Non-Traumatic)	0 Minutes	Select Code
6	NO	Bleeding in Pregnancy	0 Minutes	Select Code
7	NO	Breathing Problems	0 Minutes	Select Code
8	NO	Burns	0 Minutes	Select Code
9	YES	Cardiac Arrest / VSA	0 Minutes	Code 4 and 3
10	NO	Chest Pain / Heart Problem	0 Minutes	Select Code
11	NO	Child Birth / Labour	0 Minutes	Select Code
12	YES	Choking	0 Minutes	Code 4 and 3
13	NO	Convulsions/Seizure	0 Minutes	Select Code
14	NO	Diabetic Problem	0 Minutes	Select Code
15	YES	Electrocution	0 Minutes	Code 4 and 3
16	NO	Environmental Exposure - Heat	0 Minutes	Select Code
17	NO	Environmental Exposure - Cold	0 Minutes	Select Code
18	NO	Eye Problems	0 Minutes	Select Code
19	NO	Falls	0 Minutes	Select Code
20	NO	Generally Unwell	0 Minutes	Select Code
21	NO	Headache	0 Minutes	Select Code
22	NO	Inhalation	0 Minutes	Select Code
23	YES	MVC – Enclosed Seating	0 Minutes	Code 4 and 3
24	YES	MVC - Exposed Seating	0 Minutes	Code 4 and 3
25	YES	MVC - Person Struck	0 Minutes	Code 4 and 3
26	YES	MVC – Unknown Details	0 Minutes	Code 4 and 3
27	YES	Near Drowning	0 Minutes	Code 4 and 3
28	NO	Overdose	0 Minutes	Select Code
29	NO	Stroke / CVA	0 Minutes	Select Code
30	NO	Trauma (Blunt) / Assault	0 Minutes	Select Code
31	NO	Trauma (Penetrating) / Wound	0 Minutes	Select Code
32	YES	Unconscious /Decreased Consciousness	0 Minutes	Code 4 and 3
33	YES	Unknown	15 Minutes	Code 4

34	YES	Code 4 and 3	Farm Accidents	
35	YES	Code 4 and 3	Industrial Accidents	

CACC use only: Response Plan Name:

Revised: 14APR16

### West Grey - FIRE DEPARTMENT Tiered Response Criteria

	TIER	TYPE OF CALL	If EMS RESPONSE GREATER THAN	CODE PRIORITY
1	NO	Abdominal Pain	0 Minutes	Select Code
2	NO	Allergy Reaction	0 Minutes	Select Code
3	NO	Back Pain	0 Minutes	Select Code
4	NO	Behavioral Problems	0 Minutes	Select Code
5	NO	Bleeding (Non-Traumatic)	0 Minutes	Select Code
6	NO	Bleeding in Pregnancy	0 Minutes	Select Code
7	NO	Breathing Problems	0 Minutes	Select Code
8	NO	Burns	0 Minutes	Select Code
9	YES	Cardiac Arrest / VSA	0 Minutes	Code 4 and 3
10	NO	Chest Pain / Heart Problem	0 Minutes	Select Code
11	NO	Child Birth / Labour	0 Minutes	Select Code
12	YES	Choking	0 Minutes	Code 4 and 3
13	NO	Convulsions/Seizure	0 Minutes	Select Code
14	NO	Diabetic Problem	0 Minutes	Select Code
15	YES	Electrocution	0 Minutes	Code 4 and 3
16	NO	Environmental Exposure - Heat	0 Minutes	Select Code
17	NO	Environmental Exposure - Cold	0 Minutes	Select Code
18	NO	Eye Problems	0 Minutes	Select Code
19	NO	Falls	0 Minutes	Select Code
20	NO	Generally Unwell	0 Minutes	Select Code
21	NO	Headache	0 Minutes	Select Code
22	NO	Inhalation	0 Minutes	Select Code
23	YES	MVC – Enclosed Seating	0 Minutes	Code 4 and 3
24	YES	MVC – Exposed Seating	0 Minutes	Code 4 and 3
25	YES	MVC – Person Struck	0 Minutes	Code 4 and 3
26	YES	MVC – Unknown Details	0 Minutes	Code 4 and 3
27	NO	Near Drowning	0 Minutes	Select Code
28	NO	Overdose	0 Minutes	Select Code
29	NO	Stroke / CVA	0 Minutes	Select Code
30	NO	Trauma (Blunt) / Assault	0 Minutes	Select Code
31	NO	Trauma (Penetrating) / Wound	0 Minutes	Select Code
32	YES	Unconscious /Decreased Consciousness	0 Minutes	Code 4 and 3
33	YES	Unknown	15 Minutes	Code 4

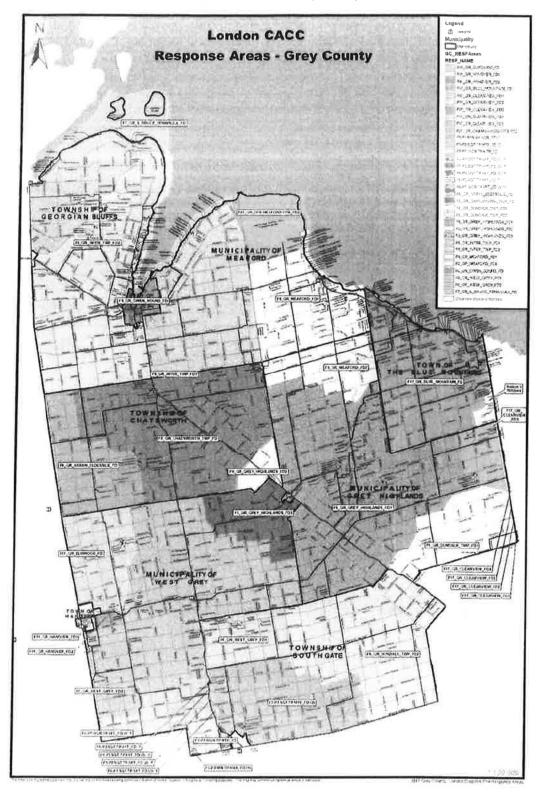
34	YES	Code 4 and 3	Farm Accidents	
35	YES	Code 4 and 3	Industrial Accidents	

CACC use only:
Response Plan Name:

Revised: 14APR16

### Tripartite Tiered Emergency Response Agreement

Schedule "B" - Fire Boundary Area Map



### **Tiered Emergency Response Agreement**

THIS AGREEMENT made this _	10	_ day of	October	, 20 <u>_18</u> , in
triplicate between:				

# The Corporation of the County of Grey

a municipality within the meaning of the Municipal Act, 2001 (hereinafter referred to in this Agreement as "the County"),

-And-

### The Corporation of the Township of Southgate

(hereinafter referred to in this Agreement as "the Municipality");

#### WHEREAS:

- a) The County operates a Paramedic Service in Grey County;
- b) The Municipality operates the Fire Department which provides its fire protection services within the Fire Boundary Area as shown on the map attached as Schedule "B";
- The Municipality is willing to permit its Fire Department to respond to certain types of emergency calls to provide a tiered response;
- d) The Parties agree that it is at the sole discretion of the Municipality to decide which call types the Fire Department will respond to, though the County may provide guidance based upon medical advice regarding which emergency call types are recommended for the Fire Department's response;

NOW THEREFORE in consideration of the mutual terms and covenants herein contained, the Parties covenant and agree as follows:

### 1.0 Definitions

In this Agreement:

- 1.1 "Agreement" means this Agreement and its appending Schedule(s);
- 1.2 "Call Types" refers to the emergency call types to which the Fire Department will respond, and are further described within Schedule "A".
- 1.3 "Fire Boundary Area" means the defined boundary(ies) within which the Fire Department is responsible to provide fire protection services under this Agreement;
- 1.4 "Fire Department" means the fire department which provides fire protection services for the Municipality within the Fire Boundary Area;
- 1.5 "London CACC" means London Central Ambulance Communications Centre, which is the central dispatch centre for the Grey County Paramedic Service relevant to this Agreement.
- 1.6 "Party" or "Parties" means the legal entities which are Parties to this Agreement.
- 1.7 "Schedule "A" means the corresponding signed Letter of Agreement for the Activation of Tiered Response, including the page(s) of selected call types, attached hereto.

1.8 "Schedule "B" means the Fire Boundary Area map which shows the area to which the Fire Department is responsible to respond under this Agreement.

### 2.0 Term

2.1 This Agreement shall be effective on the date that it is signed by both Parties and shall continue for a Term of five (5) years, expiring on the 5<sup>th</sup> anniversary date of the signing of this Agreement unless it is otherwise terminated as per section 10 of this Agreement.

### 3.0 Responsibilities of the Municipality

- 3.1 All Call Types to which the Fire Department will respond as activated by London Central Ambulance Communications Centre (London CACC) are contained within Schedule "A", Letter of Agreement for the Activation of Tiered Response between the Fire Department and London CACC. Such responses are subject to certain terms and conditions also contained within Schedule "A".
- 3.2 The Municipality will notify the County in writing prior to any change in its fire dispatch centre, its Fire Boundary Area, and/or the Call Types to which the Fire Department will respond.

### 4.0 Responsibilities of the County

- 4.1 The County will replace disposable medical supplies used by the Fire Department on all Call Types it attends as part of a tiered response under this Agreement.
- 4.2 Upon being notified of a change to the Fire Boundary Area, the County will cause the map in Schedule "B" to be updated accordingly and will provide the Municipality and Fire Department with the updated map.

# 5.0 Financial Arrangements

5.1 No monies shall be exchanged by the Parties in payment for services provided under this Agreement.

#### 6.0 Indemnification

6.1 Each Party shall indemnify and hold harmless the other, including its elected officials, employees, agents, representatives and volunteers from and against any and all liabilities, claims, demands, loss, cost, damages, expenses, actions, suits or other proceedings by whomever made, directly or indirectly arising out of this Agreement attributable to bodily injury, sickness, disease or death or to damage to or destruction of tangible property caused by its acts or omissions, including those of its elected officials, officers, representatives, agents, servants, employees, contractors, customers, invitees or licensees, and/or as a result of activities under this Agreement. This clause shall survive the Term of this Agreement.

### 7.0 Insurance

- 7.1 Each Party shall, at its own expense, obtain and keep in force during the Term of this Agreement, liability insurance satisfactory to the other Party, including the following terms and minimum coverage and underwritten by an insurer licensed to conduct business in the Province of Ontario:
  - a) Municipal or Commercial General Liability insurance on an occurrence basis for an amount of not less than Five Million Dollars (\$5,000,000);

- b) Automobile liability insurance for an amount not less than Five Million Dollars (\$5,000,000) on forms meeting statutory requirements covering all licensed vehicles used in any manner in connection with the performance of the terms of this Agreement; and
- c) Each party shall add the other as an additional insured on its policy throughout the Term, and this shall be evidenced on the certificate of insurance provided under section 7.2.
- 7.2 Each Party shall provide the other Party proof of insurance, each year, in the form of an insurance certificate.
- 7.3 Both Parties agree to immediately notify the other Party of any occurrence, incident or event which may reasonably be expected to expose either Party to material liability of any kind in relation to this Agreement.

### 8.0 Health and Safety, WSIB

- 8.1 Each Party is responsible for all costs associated with its workplace accidents and all premiums or assessments owing to the Workplace Safety and Insurance Board (WSIB), or insurance company if applicable for its own employees.
- 8.2 Each Party shall comply with the Occupational Health and Safety Act (Ontario), the Workplace Safety and Insurance Act (Ontario), the Human Rights Act (Ontario), and applicable regulations under such legislation and all other legal obligations with respect to worker health, safety and treatment.

# 9.0 Privacy and Confidentiality

- 9.1 Each Party will treat as confidential and will not, without the prior permission of the other, publish, release, disclose or permit to be published, released or disclosed, either before or after the expiration of this Agreement, private or confidential information supplied to, obtained by, or which comes to the knowledge of either Party as a result of this Agreement, except insofar as publication, release or disclosure is necessary, in the reasonable opinion of that Party, to enable it to fulfil its obligations under the Agreement, or as required or permitted by law.
- 9.2 The Parties acknowledge that any personal information that is provided for the purpose of creating records is given to each Party in confidence and is protected by applicable privacy legislation. The Parties each undertake that personal information in records delivered to either by the other will be used for the limited purposes intended and allowable. The Parties further acknowledge that any personal information obtained from each other for such purposes will be protected under the terms of applicable privacy legislation.

### 10.0 Termination

- 10.1 Either Party may terminate this Agreement upon giving to the County 30 days' written notice of its intention.
- 10.2 For greater clarity, the termination of this Agreement shall also mean the termination of the Letter of Agreement for the Activation of Tiered Response, attached hereto as Schedule "A". Likewise, the termination of Schedule "A" will also mean the termination of this Agreement.

### 11.0 Notice

11.1 Any notice required to be given, served or delivered must be in writing and sent to the other Party at the address indicated below, or to such other address as may be designated by notice provided by either Party to the other.

For the County:

County Clerk County of Grey Administration Building 595 9th Ave E Owen Sound, ON N4K 3E3

Fax Number: 519-376-8998 Email: countyclerk@grey.ca

For the Municipality:

Clerk, Township of Southgate 185667 Grey Road 9, RR1, Dundalk, ON N0C 1B0

Tel: (519) 923-2110 Fax: (519) 923-9262

Email: jhyde@southgate.ca

For the Fire Department:

Don Zeggil, Fire Chief, Dundalk Fire Department, 85 Dundalk Street,

P.O. Box 765 Dundalk, ON N0C 1B0

Tel: (519) 923-2402 Fax: (519) 923-0287

Email: firechief@southgate.ca

- 11.2 Any notice to be given by either Party to the other shall, in the absence of proof to the contrary, be deemed to have been received by the addressee if
  - a) delivered personally on a business day, then on the day of delivery;
  - sent by prepaid registered post, then on the second day following the registration thereof;
  - sent by ordinary mail, then on the fifth business day following the date on which it was mailed; or
  - sent by facsimile or email, upon confirmation of successful transmission of the notice.

# 12.0 Force Majeure

- 12.1 Neither the County nor the Municipality and/or Fire Department shall be held responsible for any damage or delays as a result of war, invasions, insurrection, demonstrations, or as a result of decisions by civilian or military authorities, fire, flood, human health emergency, strikes and generally as a result of any event that is beyond the reasonable control of the County and/or the Municipality and/or Fire Department.
- 12.2 The County and the Municipality and/or Fire Department agree that in the event of a disaster or Force Majeure, they will co-operate and the Municipality and/or Fire Department will make all reasonable efforts to provide temporary replacement service until permanent service is completely restored.

# 13.0 Severability

13.1 Each of the provisions contained in this Agreement is distinct and severable and a declaration of invalidity or unenforceability of any such provision or part

thereof by a court of competent jurisdiction shall not affect the validity or enforceability of any other provision hereof, which shall remain in full force and effect.

# 14.0 Entire Agreement

14.1 This Agreement constitutes the entire agreement between the Parties with respect to the Call Types to which the Fire Department will respond as part of a tiered response, and supersedes all prior agreements, understandings, negotiations and discussions, whether written or oral. There are no conditions, covenants, agreements, representations, warranties or other provisions, express or implied, collateral, statutory or otherwise, relating to the Call Types to which the Fire Department will respond as part of a tiered response except as provided in this Agreement and its appending Schedule(s).

### 15.0 Amendment of Agreement

- 15.1 None of the terms, conditions or provisions of this Agreement shall be held to have been changed, waived, varied, modified or altered by any act or statement of either Party, its respective agents, servants or employees unless done so in writing signed by both Parties, or if such changes are temporary pursuant to Schedule "A", part c).
- 15.2 Despite section 15.1, the Parties acknowledge that from time to time, operational decisions may result in changes being made to the fire dispatch centre, the Fire Boundary Area, and the Call Types to which the Fire Department will respond. Such changes will not necessitate the termination of this Agreement, but will simply result in it being updated accordingly upon the County receiving notification as per section 3.2.

# 16.0 Successors and Assigns

- 16.1 This Agreement shall enure to the benefit of and be binding upon the Parties hereto and their respective successors and permitted assigns.
- 16.2 Neither Party may assign all or any part of this Agreement without the written approval of the other Party.

# 17.0 No Partnership

17.1 Nothing in this Agreement gives rise to a partnership or joint venture between the County and the Fire Department or to an employment relationship between the County and the employees, contractors or sub-contractors of the Fire Department in the provision of service under this Agreement.

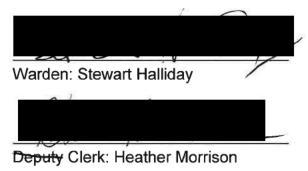
### 18.0 No Waiver

- 18.1 No term, agreement, provision, obligation or condition of this Agreement shall be deemed to have been waived by any Party, unless such waiver is in writing and signed by the Parties.
- 18.2 No waiver of any provision of the Agreement shall be deemed to be or shall constitute a waiver of any other provisions, whether or not similar, nor shall such waiver constitute a continuing waiver unless expressly provided.

This space is intentionally blank.

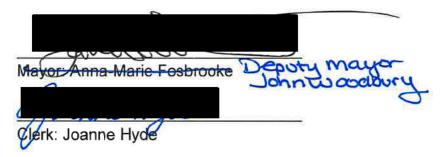
IN WITNESS WHEREOF THE PARTIES hereunto attested by the hands of the proper officers duly authorized in that behalf as of the day and year first written above.

# The Corporation of the County of Grey



We have the authority to bind the County.

# The Corporation of the Township of Southgate



We have the authority to bind the Municipality.

# **Dundalk Fire Department**

Fire Chief: Don Zeggil

I have signed in acknowledgement of the terms and conditions agreed to herein by the Parties to this Agreement.

### Schedule "A" - Signed Letter of Agreement for Activation of Tiered Response

#### Letter of Agreement for the Activation of Tiered Response

The DUNDALK Fire Department agrees to respond to the medical emergencies as outlined in Appendix A within the County of Grey when tiered by London Central Ambulance Communications Centre on behalf of Grey County Paramedic Services.

- a) London Central Ambulance Communications Centre will tier DUNDALK Fire Department within sixty (60) seconds of committing the call to the CACC System for all call types identified in Appendix A, only if additional time criteria has not been selected.
- b) This agreement acknowledges that fire emergencies take precedence over requests for tiered response, but the DUNDALK Fire Department Department can cancel a medical tiered response at any time.
- c) During emergencies declared under the Corporation of the County of Grey or local municipal Emergency Response Plan, the emergency takes precedence and this Letter of Agreement may be amended as necessary.
- d) In the event of a conflict or the need to clarify issues arising from this agreement, the parties agree that they will first attempt to resolve such issues at an operational level. Failing which and for any other purposes regarding this Letter of Agreement, the following individuals shall be the contacts for formal resolution.

Contact for EMS:

Contact for Fire:

Kevin McNab

Don Zeggil

Chief of Grey County Paramedic Services

Fire Chief, DUNDALK Fire Department

- e) In the event of a change in the Fire Dispatch Centre or Fire Boundary area, the Fire Department agrees to notify London CACC of the change.
- f) This agreement shall commence on the date signed by both parties and continue on an annual basis, renewed automatically unless terminated in writing effective thirty (30) days from the date of receipt of the official notice.

### For the DUNDALK Fire Department

Date
Bato
October 12/2018 Date

### **Dundalk FIRE DEPARTMENT**

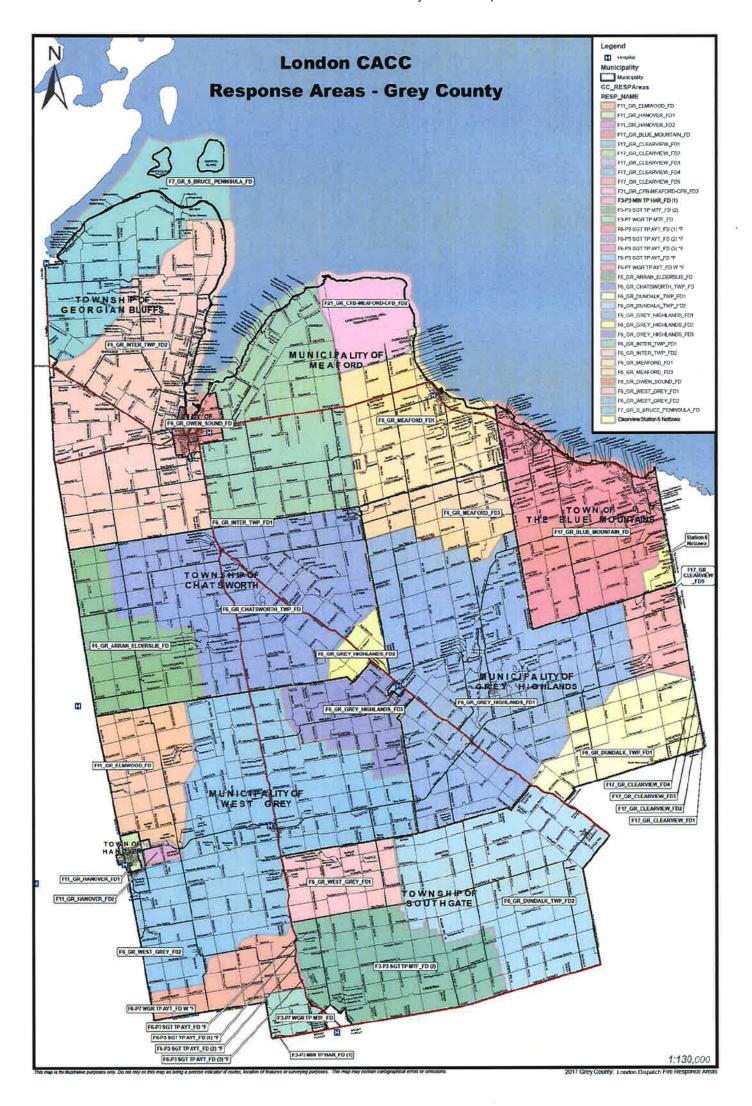
Tiered Response Criteria

	TIER	TYPE OF CALL	If EMS RESPONSE GREATER THAN	CODE PRIORITY
1	NO	Abdominal Pain	0 Minutes	Select Code
2	NO	Allergy Reaction	0 Minutes	Select Code
3	NO	Back Pain	0 Minutes	Select Code
4	NO	Behavioral Problems	0 Minutes	Select Code
5	NO	Bleeding (Non-Traumatic)	0 Minutes	Select Code
6	NO	Bleeding in Pregnancy	0 Minutes	Select Code
7	NO	Breathing Problems	0 Minutes	Select Code
8	NO	Burns	0 Minutes	Select Code
9	YES	Cardiac Arrest / VSA	0 Minutes	Code 4 and 3
10	NO	Chest Pain / Heart Problem	0 Minutes	Select Code
11	NO	Child Birth / Labour	0 Minutes	Select Code
12	YES	Choking	0 Minutes	Code 4 and 3
13	NO	Convulsions/Seizure	0 Minutes	Select Code
14	NO	Diabetic Problem	0 Minutes	Select Code
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21	NO	Headache	0 Minutes	Select Code
22	NO	Inhalation	0 Minutes	Select Code
23	YES	MVC – Enclosed Seating	0 Minutes	Code 4 and 3
24	YES	MVC – Exposed Seating	0 Minutes	Code 4 and 3
25	YES	MVC – Person Struck	0 Minutes	Code 4 and 3
26	YES	MVC – Unknown Details	0 Minutes	Code 4 and 3
27	YES	Near Drowning	0 Minutes	Code 4 and 3
28	NO	Overdose	0 Minutes	Select Code
29	NO	Stroke / CVA	0 Minutes	Select Code
30	NO	Trauma (Blunt) / Assault	0 Minutes	Select Code
31	NO	Trauma (Penetrating) / Wound	0 Minutes	Select Code
32	YES	Unconscious /Decreased Consciousness	0 Minutes	Code 4 and 3
33	YES	Unknown	15 Minutes	Code 4

34	YES	Code 4 and 3	Farm Accidents	
35	YES	Code 4 and 3	Industrial Accidents	

CACC use only: Response Plan Name:

Revised: 14APR16



# The Corporation of the Township of Southgate By-law Number 2023-057

being a by-law to authorize a tripartite emergency response amending agreement between the Corporation of the Municipality of Grey Highlands, the Corporation of the County of Grey 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 an amending agreement to amend the tripartite emergency response agreement with the Corporation of the Municipality of Grey Highlands and the Corporation of the County of Grey,

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

- 1. **That** the amending agreement between the Corporation of the Municipality of Grey Highlands, the Corporation of the County of Grey 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, in substantially the same form as the agreement attached hereto as Schedule "A", on behalf of the Council of the Corporation of the Township of Southgate and all other documents as may be necessary to give effect thereto; 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  $7^{th}$  day of June, 2023.

Brian Milne – Mayor
Lindsey Green – Clerk

### Amendment/Extension Tripartite Tiered Emergency Response Agreement

This Amending Agreement is made this 1st day of May, 2023, in duplicate between:

### The Corporation of the County of Grey

(referred to in this Agreement as "the County"),

-And-

### The Corporation of the Township of Southgate

(referred to in this Agreement as "Municipality 1")

-And-

### The Corporation of Municipality of Grey Highlands

(referred to in this Agreement as "Municipality 2")

Whereas the County, Municipality 1 and Municipality 2 entered into a tripartite tiered emergency response agreement effective September 6, 2018 and expiring September 5, 2023 (the 'Principal Agreement');

And Whereas the County, Municipality 1 and Municipality 2 have agreed to enter into an amending agreement to the Principal Agreement;

Now Therefore in consideration of the mutual covenants and agreements below and other good and valuable consideration, (the receipt and sufficiency of which is hereby acknowledged), the County, Municipality 1 and Municipality 2 agree as follows:

### 1.0 General

- 1.1 All parties agree that this Agreement extends the Principal Agreement which remains in force and effect.
- 1.2 All parties agree that they are in favour of this extension subject to the required amendments.

#### 2.0 Amendments

2.1 Add clause 20.0 General as follows:

"20.0 General

- 20.1 the terms defined in the recitals shall have the same meaning as if repeated here at length."
- 2.2 Remove clause 2.1 of the Principal Agreement.
- 2.3 Add clause 2.1 of the Principal Agreement as follows: "This agreement shall be effective on the date that it is signed by all parties and shall continue until June 30, 2028 (the "Term"), unless it is otherwise terminated as per section 10 of this Agreement."

# 3.0 Remaining Terms

3.1 All remaining terms of the Principal Agreement remain unchanged and in full force for the full term unless changed by written amendment.

# 4.0 Counterparts

4.1 This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original and all of which, taken together shall constitute one and the same instrument. Counterparts may be transmitted by fax or in electronically scanned form. Parties transmitting by fax or

electronically will also deliver the original counterpart to the other parties, but failure to do so does not invalidate this Agreement.

The County, Municipality 1, and Municipality 2, intending to be legally bound, have executed this Amending Agreement on the date first written above.

# The Corporation of the County of Grey

Warden: Brian Milne	Date
Clerk: Tara Warder	Date
We have the authority to bind the County.	
The Corporation of the Township of	f Southgate
Mayor: Brian Milne	Date
Clerk: Lindsey Green  We have the authority to hind Municipality 1	Date
We have the authority to bind Municipality 1	
Fire Chief: Derek Malynyk	Date
I have signed in acknowledgement of the terms Parties.	and conditions agreed to herein by the
The Corporation of the Municipality	of Grey Highlands
Fire Chief: Marty Wellwood	 Date
I have been delegated authority to sign this agr	reement.

# The Corporation of the Township of Southgate By-law Number 2023-058

being a by-law to authorize a tripartite emergency response amending agreement between the Corporation of the Municipality of West Grey, the Corporation of the County of Grey 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 an amending agreement to amend the tripartite emergency response agreement with the Corporation of the Municipality of West Grey and the Corporation of the County of Grey,

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

- 1. **That** the amending agreement between the Corporation of the Municipality of West Grey, the Corporation of the County of Grey 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, in substantially the same form as the agreement attached hereto as Schedule "A", on behalf of the Council of the Corporation of the Township of Southgate and all other documents as may be necessary to give effect thereto; 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  $7^{th}$  day of June, 2023.

Brian Milne – Mayor
Lindsey Green – Clerk

### Amendment/Extension Tripartite Tiered Emergency Response Agreement

This Amending Agreement is made this 16<sup>th</sup> day of April, 2023, in duplicate between:

### The Corporation of the County of Grey

(referred to in this Agreement as "the County"),

-And-

### The Corporation of the Municipality of West Grey

(referred to in this Agreement as "Municipality 1")

-And-

# The Corporation of the Township of Southgate

(referred to in this Agreement as "Municipality 2")

Whereas the County, Municipality 1 and Municipality 2 entered into a tripartite tiered emergency response agreement effective April 18, 2018 and expiring April 17, 2023 (the 'Principal Agreement');

And Whereas the County, Municipality 1 and Municipality 2 have agreed to enter into an amending agreement to the Principal Agreement;

Now Therefore in consideration of the mutual covenants and agreements below and other good and valuable consideration, (the receipt and sufficiency of which is hereby acknowledged), the County, Municipality 1 and Municipality 2 agree as follows:

### 1.0 General

- 1.1 All parties agree that this Agreement extends the Principal Agreement which remains in force and effect.
- 1.2 All parties agree that they are in favour of this extension subject to the required amendments.

#### 2.0 Amendments

2.1 Add clause 20.0 General as follows:

"20.0 General

- 20.1 the terms defined in the recitals shall have the same meaning as if repeated here at length."
- 2.2 Remove clause 2.1 of the Principal Agreement.
- 2.3 Add clause 2.1 of the Principal Agreement as follows: "This agreement shall be effective on the date that it is signed by all parties and shall continue until June 30, 2028 (the "Term"), unless it is otherwise terminated as per section 10 of this Agreement."

# 3.0 Remaining Terms

3.1 All remaining terms of the Principal Agreement remain unchanged and in full force for the full term unless changed by written amendment.

# 4.0 Counterparts

4.1 This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original and all of which, taken together shall constitute one and the same instrument. Counterparts may be transmitted by fax or in electronically scanned form. Parties transmitting by fax or

electronically will also deliver the original counterpart to the other parties, but failure to do so does not invalidate this Agreement.

The County, Municipality 1, and Municipality 2, intending to be legally bound, have executed this Amending Agreement on the date first written above.

The Corporation of the County of Cou	Grey
Warden: Brian Milne	Date
Clerk: Tara Warder	Date
We have the authority to bind the County.	
The Corporation of the Municipality	y of West Grey
Mayor: Kevin Eccles	Date
Clerk: Jamie Eckenswiller	 Date
We have the authority to bind Municipality 1	
Fire Chief: Phil Schwartz	 Date
I have signed in acknowledgement of the term Parties.	ns and conditions agreed to herein by the
The Corporation of the Township of	of Southgate
Mayor: Brian Milne	Date
Clerk: Lindsey Green	Date
We have the authority to bind Municipality 2	
Fire Chief: Derek Malynyk	Date
I have signed in acknowledgement of the term Parties.	ns and conditions agreed to herein by the

## The Corporation of the Township of Southgate By-law Number 2023-059

being a by-law to authorize a tiered emergency response amending agreement between the Corporation of the Corporation of the County of Grey 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 an amending agreement to amend the tiered emergency response agreement with the Corporation of the County of Grey,

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

- 1. **That** the amending agreement between the Corporation of the County of Grey 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, in substantially the same form as the agreement attached hereto as Schedule "A", on behalf of the Council of the Corporation of the Township of Southgate and all other documents as may be necessary to give effect thereto; 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 7<sup>th</sup> day of June, 2023.

Brian Milne – Mayor
Lindsey Green – Clerk

## **Amendment/Extension Tiered Emergency Response Agreement**

THIS AMENDING AGREEMENT made this 1st day of May, 2023, between:

## The Corporation of the County of Grey

(hereinafter referred to in this Agreement as "the County"),

-And-

## The Corporation of the Township of Southgate

(hereinafter referred to in this Agreement as "the Municipality");

Whereas the County and the Municipality entered into a tiered emergency response agreement effective October 10, 2018, expiring October 9, 2023 (the 'Principal Agreement');

And Whereas the County and the Municipality have agreed to enter into an amending agreement to the Principal Agreement;

Now Therefore in consideration of the mutual covenants and agreements below and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the County and the Municipality agree as follows:

## 1.0 General

- 1.1 All parties agree that this Agreement extends the Principal Agreement which remains in force and effect.
- 1.2 All parties agree that they are in favour of this extension subject to the required amendments.

## 2.0 Amendments

2.1 Add clause 19.0 General as follows:

"19.0 General

- 19.1 the terms defined in the recitals shall have the same meaning as if repeated here at length."
- 2.2 Remove clause 2.1 of the Principal Agreement.
- 2.3 Add clause 2.1 of the Principal Agreement as follows: "This agreement shall be effective on the date that it is signed by all parties and shall continue until June 30, 2028 (the "Term"), unless it is otherwise terminated as per section 10 of this Agreement."

## 3.0 Remaining Terms

3.1 All remaining terms of the Principal Agreement remain unchanged and in full force for the full term unless changed by written amendment.

## 4.0 Counterparts

4.1 This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original and all of which, taken together shall constitute one and the same instrument. Counterparts may be transmitted by fax or in electronically scanned form. Parties transmitting by fax or electronically will also deliver the original counterpart to the other parties, but failure to do so does not invalidate this Agreement.

The County and the Municipality, intending to be legally bound, have executed this Amending Agreement on the date first written above.

## The Corporation of the County of Grey

Warden: Brian Milne	Date		
Clerk: Tara Warder	Date		
We have the authority to bind the County.			
The Corporation of the Township	o of Southgate		
Mayor: Brian Milne	Date		
Clerk: Lindsey Green	 Date		
We have the authority to bind the Municipality.			
Dundalk Fire Department			
Fire Chief: Derek Malynyk	 Date		

I have signed in acknowledgement of the terms and conditions agreed to herein by the Parties to this Agreement

## **Township of Southgate Administration Office**

185667 Grey Road 9, RR 1 Dundalk, ON NOC 1B0



Phone: 519-923-2110
Toll Free: 1-888-560-6607
Fax: 519-923-9262
Web: www.southgate.ca

## Staff Report CL2023-016

Title of Report: CL2023-016 - Holstein Agro Expo and Rodeo Event

**Support Request** 

**Department: Clerks** 

**Branch:** Legislative and Council Services

Council Date: June 7, 2023

#### **Recommendation:**

**Be it resolved that** Council receive Staff Report CL2023-016 for information; and **That** Council supports the Holstein Agro Expo and Rodeo Annual Event being held on June 30<sup>th</sup> and July 1<sup>st</sup>, 2023, at 143336 Southgate Road 14, Holstein, Ontario; and

**That** Council deem the Holstein Agro Expo and Rodeo as a municipally significant event and supports the Holstein Agro Expo and Rodeo committee in obtaining a Special Occasions Permit through the Alcohol and Gaming Commission of Ontario.

## **Background:**

The Holstein Agro Expo and Rodeo is an annual event held Canada Day weekend in the Holstein area which Council supports yearly.

#### **Staff Comments:**

Staff received a request from organizers of the Holstein Agro Expo and Rodeo advising of their upcoming event with dates and times and several details of what to expect at the event. They are also requesting a resolution where Council deems their event of municipal significance as a requirement of applying for a special occasions permit (liquor license) through the Alcohol and Gaming Commission of Ontario (AGCO).

A requirement of obtaining a special occasion permit for a public event if you are not considered a not-for-profit or charitable organization is to submit a resolution of support deeming the event as a "municipally significant event" received from the local municipality.

Another requirement is to provide notice to the local Fire Department, the Municipal Building Department, Public Health and Police. The Committee has provided notice to all and further requested the appropriate permits needed through the Building Department.

The Township's Special Public Event and Road Closure policy would not apply in this case as the event is not being held on municipal property and no road closures, etc. are required.

Staff recommend approval of deeming the event as municipally significant in order to support the Committee's efforts in obtaining a special occasion permit for their rodeo event.

### **Financial Implications:**

There are no financial implications to the Township 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.

## **Concluding Comments:**

That Council receive this report as information and declares the Holstein Agro Expo and Rodeo a municipally significant event.

Respectfully Submitted,

Dept. Head: Original Signed By

Lindsey Green, Clerk

CAO Approval: Original Signed By

Dina Lundy, CAO

Attachments: None

## **Township of Southgate Administration Office**

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## Staff Report PW2023-024

Title of Report: PW2023-024 MWA 2023 Spring Workshop and

Recommendation

**Department:** Public Works

**Branch:** Waste Resources and Diversion Management

Council Date: June 7, 2023

#### **Recommendation:**

**Whereas** the Honourable Minister of the Environment, Conservation and Parks, Jeff Yurek issued policy direction letters on August 15, 2019, and as amended April 3, 2020, to the Resource Productivity and Recovery Authority requesting that CIF submit recommendations for a wind up plan and to end the CIF as soon as practical prior to December 31, 2025; and

**Whereas** RPRA approved the CIF Windup Plan on December 22, 2020, for CIF to wind up operations by December 31, 2023;

**Therefore, be it resolved that** the Council of the Corporation of Southgate request that CIF continue to assist, support and provide guidance to municipalities and First Nations communities with the Blue Box transition and non-eligible sources bridging ICI options for collections; and

**That** the Minister reconsider extension of the CIF services and agreements, beyond 2023; and

**That** this resolution be circulated to the Association of Municipalities of Ontario (AMO), Ontario Big City Mayors (OBCM), and all Ontario municipalities for support to pass similar resolutions and be forwarded to the Resource Productivity and Recovery Authority (RPRA) Chief Executive Officer, Frank Denton, the Ministry of the Environment, Conservation and Parks, the Office of the Premier of Ontario, MP Alex Ruff, and MPP Rick Byers.

#### **Background:**

The Municipal Waste Association (MWA) 2023 Spring Workshop was attended by Public Works Manager (PWM) Jim Ellis and Public Works Administrative Assistant Lisa Wilson in Hunstville on May 17 & 18, 2023.

#### **Staff Comments:**

Some of the topics covered at the MWA Spring Workshop included:

- Dr. Daniel Hoornweg, Associate Professor at Ontario's Tech University presentation on "What a Waste A Career in Trash" with Canada being one of the largest producers of landfill Green House Gas (GHG) emissions and discussion that globally we have not hit peak waste generation and the challenges to meet Zero Waste targets;
- Association of Municipalities of Ontario (AMO) Senior Advisor, Waste Diversion Dave Gordon on State of Waste in Ontario, spoke on more sustainable packaging

solutions. Another 1 million tonnes are needed to meet diversion targets from a different diversion program than Blue Box. By 2030 an additional 2.5 million tonnes and 2050 6.5 million tonnes will need to be diverted from landfill. Electronic waste was 50% less weight diverted in 2021 compared to 2013, due to smaller, lighter units with more disposal type products not being repaired.

What else can be done? Designate more items in Regulations, such as large appliances, power tools, anything with electrical cords as seen in other Canadian Provinces. More recycling efforts for Industrial, Commercial & Institutional (ICI) programs, Organics diversion, the government has not followed through with their targets and the collection of consumer fees for recycling programs with Extended Producer Responsibly (EPR), where is the money going and being used?

- MWA Annual General Meeting;
- City of Guelph Phil Zigby on a Markets Update noted a massive spike of materials during COVID received, there are 15 new paper mills in the United States with greater capacity of recycling paper products. CRD waste is factored at 75% being landfilled in the United States.
- A panel discussion on the Circular Economy on the value of Repair, Reuse, then recycle. The biggest bang for the buck in diversion would be more recycling of Construction & Demolition waste as being the largest contributor to landfilling;
- MWA Promotion & Education (P&E) Awards were presented. The Township of Southgate won a 2023 Silver award in the Social Media & Online Strategy for our waste educational video produced by Co-op Student Mary Green, assisted by Terri Murphy and Lisa Wilson. Movie star Transfer Station Attendant Kathleen McRobbie was featured on a clip shown at the ceremony, Congratulations to all!!! (Attachment #1) The video clip is posted on the Township website. (Attachment #2)
- Perdico Energy presented on smaller processing units to eliminate landfill methane gas emissions and harnessing energy;
- "Making Fashion Circular" speaker Kelly Drennan, Founding Director of Fashion Takes Action, she showed a video clip of "Dead Whiteman's Clothes" Guyana receives boat loads of donation clothing and employees 30,000 people working for sorting, with 70% of the clothing being Grade 3&4 which is dirty, torn/tattered not reusable. Canadian Tire partnered to recycle clothing into Type A pelt manufactured into laundry hampers from recycled polyester;
- "Hot Button Issues" questions from the floor, Southgate PWM asked for interpretation of the requirement for Lower & Upper Tier being Producers for reporting paper product usage and registering with the Resource Productivity and Recovery Authority (RPRA). Any Ontario business that has a revenue of \$2 million dollars or more must register, Southgate has to register with RPRA and pay the required \$85.00. The supply threshold of paper products generated is 9,000 kilograms and the Continuous Improvement Fund (CIF) has developed an online

Blue Box Producer Calculator for short term use. Southgate has been assisting CIF with the Calculator by determining paper generation rates that are supplied to Southgate householders. The information will help CIF further develop its Blue Box Producer Calculator.

- A presentation by IPL Regional Sales Manager Richard Palu on Planning a Collection Cart Rollout and residential Distribution demonstrated how carts are placed for order and delivery for new cart programs and key factors for a smooth implementation.
- An update from CIF on the action items for 2023 and Windup plan for December 2023.

The Continuous Improvement Fund (CIF) is a partnership between the <u>Association of Municipalities of Ontario</u> (AMO), the <u>City of Toronto</u>, <u>Stewardship Ontario</u> (SO) and the <u>Resource Productivity and Recovery Authority</u> (formerly Waste Diversion Ontario – WDO). The CIF commenced operations on May 1, 2008 under a Memorandum of Agreement (MOA) signed by the program partners, operating as a committee of WDO.

The CIF's mandate is to improve the effectiveness and efficiency of Ontario's municipal blue box Programs. This mandate is fulfilled through the provision of funding, technical support and training to aid municipalities and program stakeholders in the identification and development of best practices and technological and market-based solutions that lead to program improvements.

Southgate had the 2019 4-season audit project funded through the CIF program.

The Southgate PWM commented on the many facets of work CIF has done working on behalf of Ontario municipalities and the value they provide to us. As part of commenting on this issue, the writer suggested that municipal Councils should support a resolution to the Minster and stakeholders for the extension and continuance for the CIF services.

Staff recommends that Council consider adopting the recommendation in this report to advocate for a solution on this issue.

#### **Financial Implications:**

The MWA Workshop is included in the Operational Budget.

## **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 obtained valuable information and feedback at the recent conference and ask council to pass a motion to advocate for an extension on the Windup plan to end the CIF.

Respectfully Submitted,

Dept. Head: Original Signed By

Jim Ellis, Public Works Manager

CAO Approval: Original Signed By

Dina Lundy, CAO

#### Attachments:

Attachment # 1 - MWA P&E Award Township of Southgate 2023 Silver Award in the Social Media & Online Strategy category.

Attachment # 2 – Southgate WRDM Video Clip link <a href="https://youtu.be/6K6QLn2ntHk">https://youtu.be/6K6QLn2ntHk</a>

# 2023 P&E Awards



2023

## Silver Promotion & Education Award

Social Media & Online Strategy

awarded to
Waste Educational Video
Township of Southgate

David Douglas

Chair, Municipal Waste Association

May 2023

## **Township of Southgate Administration Office**

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## Staff Report PW2023-025

Title of Report: PW2023-025 Melancthon Southgate Townline Stop

**Sign Recommendation** 

**Department:** Public Works

**Branch:** Transportation & Public Safety

Council Date: June 7, 2023

## **Recommendation:**

**Be it resolved that** Council receive Staff Report PW2023-025 for information; and **That** Council consider approval of By-law 2023-052 to install a stop sign on the Melancthon / Southgate Townline as recommended.

### **Background:**

A resident inquiry regarding speed of vehicles and safety concerns at the Melancthon/Southgate Townline intersecting Melancthon 4<sup>th</sup> Line SW and Southgate Sideroad 71 location, was received by Melancthon and subsequently discussed with Southgate staff, as being a boundary road. The request was for installing stop signs on Melancthon 4<sup>th</sup> Line SW and Southgate Sideroad 71, northbound and southbound traffic.

#### **Staff Comments:**

Southgate staff attended the site location and responded back to Melancthon on March 7, 2023 with the following; typically, with this request, we gather some data using our traffic /speed counters, assessing volumes and speeds. The data always captures a few extreme speeders. Some of the additional considerations include collision history, and the type of traffic that is using the road. We would also review if the sign request for north/southbound on SDR71 - 4<sup>th</sup> line SW is both ways.

There is no stop sign on the SDR 240 – Townline short distance of unopened road access to the southeast property driveway currently. Staff would support this install.

There is no benefit of stopping traffic flow north and south, currently, and the data does not support it. If we chose to install stop signs where it is not supported by data, we would get requests to do it at every intersection.

Going forward, we could install our traffic counters to gather some data as soon as spring breaks along there and make a decision with information supported.

Southgate staff had traffic counters set up 200 metres north of the Melancthon / Southgate Townline, 4<sup>th</sup> Line SW - SDR 71 - road section from Friday May 5 to

Friday May 12, 2023. For comparison we also set up the same timeframe on Southgate SDR 71 north of Grey Road 9.

Traffic counts show busiest times for Townline section as 4-5pm and for 71 north of Grey 9 from 11am to 12:00 noon. The weekly period saw a total of 745 vehicles on the Townline section and SDR 71 north of Grey 9, 3,079 vehicles. On average 106 vehicles/day on Townline section.

Truck traffic in Daily Classes in Classes 8, 9 & 10– 4 to 6 axel tractor trailers, on the Melancthon section were minimal at 1 or 2 trucks. SDR 71 north of Grey 9 shows more heavy truck traffic averaging 10 trucks /day.

Speed for Melancthon section indicates 38 % above 80km/hr, high miler 140-150 km/hr, in comparison 71 north of Grey 9 - 67% above 80km/hr, high miler 140-150 km/hr. As previously stated, there are always a few excessive speeders in all traffic counts we do, therefore this is not surprising.

The Mean exceeding 80 km/hr for Melancthon section is at 110 km/hr interestingly SDR 71 north of 9 is 94 km/hr. Melancthon Mean speed is 80 km/hr right on posted speed, SDR 71 north is 85 km/hr.

The traffic data for Melancthon 4<sup>th</sup> Line SW – Southgate SDR 71 concludes a low volume road, minimal truck traffic, speeds at a lower rate above 80km/hr and with no indication of accident history at this location.

The Melancthon 240 SDR / Southgate Townline to the east of the Melancthon 4<sup>th</sup> Line SW - SDR 71 is an unopen road allowance. Southgate SDR 71 is a surface treatment hardtop road turning into gravel just south of the intersection.

There is a slight uphill elevation to the south of this intersection on the Melancthon 4<sup>th</sup> Line SW but is not impeding the visibility of sight of oncoming vehicles.

Melancthon and Southgate staff met onsite on Wednesday May 24, 2023 and concluded that there was no requirement at this time to installing stop signs on Melancthon 4<sup>th</sup> Line SW and Southgate Sideroad 71, for northbound and southbound traffic.

Staff recommend that a stop sign be installed on the Melancthon / Southgate Townline, east of the Melancthon 4<sup>th</sup> Line SW - SDR 71 intersection. This sign would be installed in Southgate and does not require a Melancthon by-law to support the recommendation. (Attachment #1)

#### **Financial Implications:**

This stop sign installation would be funded from the current Operating Budget with an estimated cost at \$150.00.

### **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 PW2023-025 for information, and that Council consider passing the intersection stop sign installation recommendation by By-law No. 2023-052

Respectfully Submitted,

Dept. Head: Original Signed By

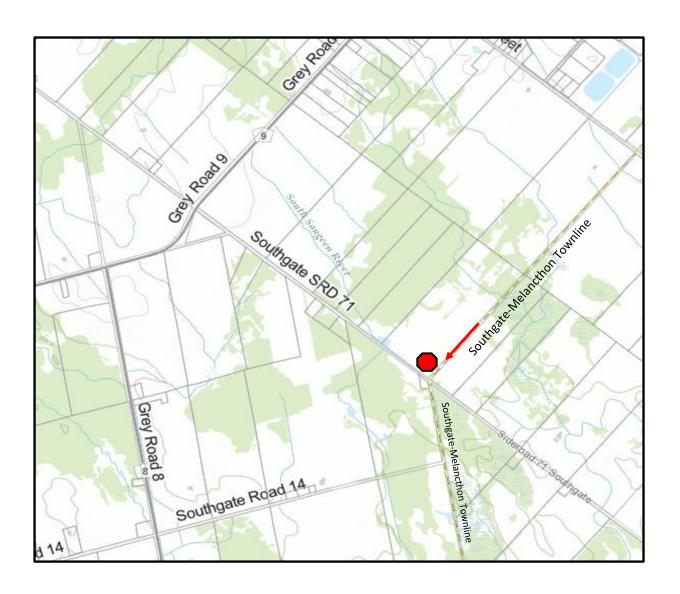
Jim Ellis, Public Works Manager

CAO Approval: Original Signed By

Dina Lundy, CAO

#### Attachments:

Attachment #1 - Intersection mapping



## The Corporation of the Township of Southgate By-law Number 2023-052

## being a by-law to provide for the erecting of a stop sign at an intersection

**Whereas** Section 137 of the Highway Traffic Act (R.S.O. 1990, Chapter H.8) provides that the Council of a municipality may, by by-law, provide for the erection of stop signs at intersections on highways under its jurisdiction and every sign so erected shall comply with the regulations of the Ministry; and

**Whereas** the Council of the Corporation of the Township of Southgate deems it expedient to erect stop signs at certain locations in the Township of Southgate,

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

**1. That** the intersection of highways set out in Column 1 are designated as intersections where stop signs shall be erected at the locations shown in Column 2 of the said table:

Intersection	Location Facing Traffic
Melancthon Sideroad 240 (Southgate-Melancthon Townline/Boundary Road) at Melancthon 4 <sup>th</sup> Line SW and Southgate Sideroad 71	West bound on Melancthon Sideroad 240 (Southgate- Melancthon Townline/Boundary Road)

- **2. That** the penalties provided in the Highway Traffic Act, the Provincial Offences Act or any other applicable Statute shall apply to offences against this by-law; and
- **3. That** the designation made in Section 1 shall not become effective until the stop sign has been erected in accordance with the regulations of the Highway Traffic Act.

Read a first, second and third time and finally passed this  $7^{th}$  day of June, 2023.

Brian Milne – Mayor
Lindsey Green - Clerk

## **Township of Southgate Administration Office**

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Web: www.southgate.ca

## Staff Report CAO2023-007

Title of Report: CAO2023-007-Planning and Development services

and Recruitment

Department: Administration Council Date: June 7, 2023

#### **Recommendation:**

Be it resolved that Council receive staff report CAO2023-008 for information; and

**That** Council direct staff to proceed with an executive search with Legacy Partners for the Manager of Planning and Development, at a cost of \$19,000.

### Background:

At the April 5, 2023 Council Meeting, the following resolution was approved:

**Moved By** Councillor Ferguson **Seconded By** Deputy Mayor Dobreen **Be it resolved that** Council receive Staff Report CAO2023-CL03 for information; and **That** Council direct the CAO to remove the Junior Planner position from the 2023

budget and add a Manager of Planning and Development at  $\dot{\text{B}}$  and 5 on the Township pay grid.

Carried No. 2023-162

Given the growth in the community that will continue, and the township's ability to process applications with limited resources, the position is greatly needed.

#### **Staff Comments:**

The position was widely posted in April, and subsequently reposted, however, little interest was received. Significant internal efforts through various methods to attract suitable candidates for the role have been unsuccessful. There are several reasons for this, including a province-wide significant shortage of qualified planning professionals.

As part of exploring different recruiting avenues due to lack of interest, staff obtained quotes from various recruitment firms. Of the proposals received, the lowest cost was from Legacy Partners (formerly PricewaterhouseCoopers Executive Search) at \$19,000 structured in 3 installments (1/3 up front, 1/3 after one month, 1/3 upon completion). The services also come with a two-year guarantee. Under this guarantee, if the employment of the appointed individual is terminated by either party within two years following appointment, the search is re-conducted at no cost. The other proposals offered a one-year guarantee and were quoted at \$25,000. Additionally, should a suitable candidate not be found, the process will be redone within a specified timeframe of up to one year.

Additionally, Legacy Partners having successfully completed 15 planning searches with municipalities of various sizes in the past year, offering a current pool of relevant professionals allowing for a list of candidates in a shorter timeframe. Their

proposal indicates that their National Municipal Government and Broader Public Sector Practice has an outstanding reputation for recruiting dynamic leaders in many urban and rural communities who can work closely with elected officials and community partners to support the development of healthy communities and enhanced quality of life for all residents.

The writer engaged with several area CAO's at the recent OMAA workshop and received positive feedback regarding Legacy Partner's services. Recent references in their proposal include representatives of the Municipality of West Grey, Town of Georgina, and the City of London, along with a letter of recommendation from the City of Kitchener.

The process is estimated at 2-3 months to complete and is structured in 6 phases which include learning about the organization, creating a position profile and sourcing potential candidates, screening and assessing candidates, preparing for interviews and presenting candidates, and interviewing and selection. The final phase includes an onboarding and partnership with the candidate and the township to ensure success for both parties.

### **Financial Implications:**

The \$19,000 fee would be funded from wage gapping due to vacant positions, and if needed, any shortfall would be funded through in-year surplus funds.

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

This report has been written and presented to Council to communicate accurate information to the public.

### **Concluding Comments:**

The recommendation is to proceed with a contract for recruitment services with Legacy Partners at a cost of \$19,000 funded within the 2023 budget.

Respectfully Submitted,

CAO Approval: Original Signed By

Dina Lundy, CAO

Attachments: n/a

## **Township of Southgate Administration Office**

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**Web:** www.southgate.ca

## Staff Report HR2023-009

Title of Report: HR2023-009 - Payroll & AP Administrator

**Department:** Human Resources

Council Date: June 7, 2023

#### **Recommendation:**

**Be it resolved that** Council receive Staff Report HR2023-009 for information; and **That** Council approve the updates to the Payroll and Accounts Payable job description; and **That** Council approve the update Payroll and Accounts Payable Administrator position to be placed into pay band 11 of the Southgate Employee Pay Grid.

### Background:

The Payroll and Accounts Payable (AP) position is currently vacant. Staff have taken this opportunity to review the position and recommend some changes.

#### **Staff Comments:**

When reviewing the job description staff recommend adding some higher-level responsibilities to this role including benefits administration and remittances to government agencies, OMERS, etc. These tasks and responsibilities are currently with the HR Manager/Asst to CAO for benefit related administration and Deputy Treasurer & Asset Manager for the remittances. Both of these positions are struggling with capacity and this would allow them to focus on other aspects of their roles that require attention. The ordering of office supplies has also been removed from this position to the Clerks department. An updated job description is included as Attachment #1.

Since the level of responsibility increases with these additions, the pay grid has been reviewed and found that this would mean a move in the pay grid system from Pay Band 12 to Pay Band 11.

#### **Financial Implications:**

There is no financial impact for 2023 due to the gap in the position for approximately 5 weeks while we recruit (recovery from gap: \$6,540, cost of increasing from Pay Band 12 to Pay Band 11: \$4,714).

Financial Impact for future years: Approximately \$7,453/year (including benefits), however it will be reviewed if we should be covering some of this cost with user fees since this position processes payroll and accounts payable for user-fee departments such as water, wastewater and building.

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

This report has been written and presented to Council to communicate accurate information.

## **Concluding Comments:**

Staff recommend Council approve the updated job description and movement in the Southgate Employee Pay Grid.

Respectfully Submitted,

Human Resources: Original Signed By

Kayla Best, HR Manager / Assistant to the CAO

CAO Approval: Original Signed By

Dina Lundy, CAO

**Attachments**:

Attachment #1: Payroll & Accounts Payable Administrator

## Township of Southgate JOB DESCRIPTION

Date of Update: June 7, 2023	Payroll and Accounts Payable Administrator
June 7, 2023	Payroll and Accounts Payable Administrator

## **Section A: Position Description**

## 1) Position Identification

The purpose of this section is to determine your current position within the organization.		
Job Title:	Supervisor's Job Title:	
Payroll & Accounts Payable Administrator	Asset Manager/Deputy Treasurer	
	Treasurer	
Standard hours of work per week:	Eligibility to Group Insurance: Yes	
35 hours per week	Eligibility to OMERS: Yes	
Location of Position:	Department / Division:	
Hopeville Administration Office	Finance	
Employment Status:	Pay Band:	
Permanent Full Time Salaried	11	

## 2) Scope of Position (A maximum of three sentences.)

The Payroll & Accounts Payable Administrator is responsible for processing the full cycle payroll including receiving and entering timesheets, payment to staff, administration of benefits, vacation, banked time and remittances to the government and other entities.

This role is also responsible for processing vendor invoices and distributing payments as an Accounts Payable function.

Assist with the day-to-day operations of the Finance Department; Provide backup, as necessary, for Administrative Finance positions.

Key Responsibilities	Tasks	Percent of Time	
Accounts Payable	<ul> <li>Receive and process vendor invoices for all departments. Produce accounts payable listings and distribute cheques. Ensure general filing of vendor invoices.</li> <li>Produce Monthly Cheque Registers.</li> <li>Maintain and distribute account listings for department heads to code invoices.</li> <li>Reconciles monthly credit card statements</li> <li>Performs petty cash disbursements and monthly reconciliations.</li> </ul>	40%	
Payroll	<ul> <li>Ensure accurate and timely processing of payroll for:         <ul> <li>Employees (bi-weekly);</li> <li>Council (monthly);</li> <li>Volunteer Firefighters (quarterly);</li> <li>Committee Members (annually).</li> </ul> </li> <li>Prepare and send files for direct deposit.</li> <li>Produce and distribute pay stubs, including maintaining the electronic pay stub database.</li> <li>Balance and post payroll entries to the General Ledger.</li> <li>Reconcile and analyze discrepancies while ensuring the timely payment of employer benefits and government deductions.</li> <li>Maintain records vacation, sick time, and banked time. Provide to department heads monthly.</li> <li>Administration of benefit and pension programs and reporting including monthly EHT, WSIB, and OMERS.</li> <li>Prepare and file semi-monthly CRA payroll remittances/report.</li> <li>Prepare and file annual payroll reporting (OMERS, T4s, WSIB, EHT, etc.).</li> <li>Maintain payroll data in payroll system such as employee information, wages, recurring timecards, benefits calculations, garnishments and other deductions.</li> </ul>	40%	

Benefits Administration	-	Maintain employee information within benefit program and OMERS including additions, changes and terminations.	10%
	-	Benefit administration including calculating benefit amounts and updating in payroll system and benefit program systems.	
	-	Year-end balancing and reporting for OMERS and deductions;	
	-	Assist with WSIB claims administration.	
Other		Shares in the responsibility for front counter / reception duties as a backup.	10%
	-	Take the bank deposit to the bank (as needed)	
	-	Assist in preparing for the annual audit and participate as needed.	
	-	Represent the Municipality when performing day-to-day duties (i.e. contact with public).	
	-	Performs all other duties as assigned by Supervisor.	

## **Section B: Skills**

## 1) Formal Education and External Training

Hig	jhest level red	quired	Specific Specialty or Degree? (List)
	High School Vocational Sc		
Х	Community Co	ollege	2 year Community College Diploma in Payroll or
	University Deg	jree rela	ated field or equivalent work experience of 5 years.
Х	Individual Cou	ırses	Courses in payroll processing or Human Resources
			would be an asset.
License or Professional Designation Not required. Completion of, or working towards, Payroll Compliance Practitioner designation through Canadian Payroll Association an asset.			
Is it a requirement of your job to keep "up-to-date" by reading or taking courses / seminars?			
	x Yes	□ No	
N	cuss: Iust keep up to ayroll.	o date on Federal ar	nd Provincial Legislative changes with regard to pay,

2) Required on the Job Training

<b>Specific</b>	<b>Internal</b>	<b>Training</b>
-----------------	-----------------	-----------------

Keystone User Group Meetings/Training Courses. Easypay, Payroll, OMERS etc.

Months to Complete Twice annually As required/offered

## 3) Work Experience

Minimum Years Required
5 years
2 years
3 years

## 4) Other Key Skills:

Good organizational skills

- Good communication and interpersonal skills
- Good computer and software application skills
- Excellent mathematical skills

## 5) Key Relationships (Contacts)

Internal Contacts	Frequency	Purpose	Method
Co-workers (my dept.)	Continuously		
Co-workers (other dept.)	Frequently		
Supervisor (my dept.)	Continuously		
Supervisor (other dept.)	Frequently		
Dept. Head (my dept).	Continuously		
Dept. Head (other dept.)	Frequently		
CAO	Frequently		
Council (your own)	Occasionally		

External Contacts	Frequency	Purpose	Method
Ratepayers	Occasionally		
General Public (Not residents)	Occasionally		
Children/Students	Seldom		
Seniors	Seldom		
Staff in other municipalities	Occasionally		
Business representatives	Occasionally		
Consultants, Engineers, Planners, etc.	Seldom		
Auditors	Annually		
Suppliers	Continuously		
Solicitors	Seldom		
Funding Organizations	Seldom		
Government Officials	Seldom		
Boards	Seldom		
Council (other municipalities)	Seldom		
Media	Seldom		
Ratepayers Groups	Seldom		
Software Support Tech.	Seldom		

## **Interpersonal skills:**

Extending common courtesy; handling complaints, working cooperatively; responding to basic needs or requests

## 6) Decision Making

Must use judgment and tact in dealing with complex problems relating to the day-to-day operations of the Finance department.

Must be empathetic, yet proactive when dealing with the public.

## 7) Problem Solving Responsibilities

Ability to analyze and evaluate operations, and develop and implement corrective action to resolve problems. Complex issues are escalated to the appropriate individual(s)

## 8) Equipment & Technology Utilized

Operating systems, Accounting software, Payroll software, Microsoft products.

## **Section C: Responsibility**

## 1) Program Delivery

Supports the delivery of administration and financial programs.

## 2) Impact and Accountabilities

Must maintain confidentiality where residents/ratepayers are concerned.

Must maintain confidentiality regarding payroll services.

## 3) Supervision

Direct Subordinates – Job Titles	Number of Staff
None.	
Indirect Subordinates – Job Titles	Number of Staff
None.	
Provides training/instruction to others - Job Titles	Number of Staff
None.	

## 4) Material and Information Resources

Computers and other standard office equipment.
Confidential Payroll, Personnel, and customer information

### 5) Financial Resources

Not directly responsible for expenditures of money; however, responsible for handling, balancing and accuracy of deposits.

Responsible for accurate accounting data entry and reporting.

## **Section D: Working Conditions**

## 1) Physical Environment

Rate the amount of each of the following working conditions that you are exposed to on the job from a scale of 1 to 5, where 1 represents no exposure, 3 represents some exposure and 5 represents continuous/regular exposure.

Condition	1	2	3	4	5
Sitting				X	
Standing		Х			
Noise Exposure		Х			

Adverse Temperature	Х			
Pushing/Pulling	X			
Lifting/Carrying		X		
Dust	X			
Odors	Х			
Other (Specify) Physical Aspects				

## 2) Health & Safety Hazards

Minimal hazards, office environment

### **Health and Safety Responsibilities**

Responsible to perform duties in a Health and Safety conscious manner.

### 3) Travel

Travel to seminars to occur occasionally.

## 4) Driving

Driving to seminars to occur occasionally.

## 5) Mental Environment

Busy office environment, open concept. Interruptions and deadlines contribute to stress.

## **Section E: Effort**

## 1) Mental Effort

Strong mental effort required for accuracy.

Deadlines and task management are major components of work effort.

Constant interruptions – public, residents, co-workers, telephone.

## 2) Physical Effort

Minimal physical effort required.

Excellent keyboarding skills. There will be prolonged periods of data-processing required.

Prolonged periods of sitting.

Intense visual concentration.

Lifting boxes (office supplies)

## **Section F: Additional Information**

available for a known in adva	all parts of the recruitment p	portunity employer. Accommodations are rocess. Applicants need to make their needs made available in other accessible formats as
Supervisor (		he employee and make the following comments.
Employee: _	Signature	Date Completed:
Supervisor:_	Signature	Date Completed:
CAO: _	Signature	Date Completed:

## THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE BY-LAW NUMBER 2023-060

being a by-law to appoint a Treasurer for 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** the Municipal Act, 2001, Chapter 25, as amended, section 286 (1), provides that a municipality shall appoint a treasurer who is responsible for handling all of the financial affairs of the municipality on behalf of and in the manner directed by the council of the municipality; and

**Whereas** the Council of the Corporation of the Township of Southgate considers it desirable and expedient to appoint a Treasurer; and

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

- 1. **That** Adam Mighton be and is hereby appointed as Treasurer for the Corporation of the Township of Southgate; and
- 2. **That** By-law 03-2016 is hereby repealed, and
- 3. **That** if the provisions of this by-law conflict with any other by-law hereto passed that the provisions of this by-law shall prevail; and
- 4. **That** this by-law shall take full force and effect as of the date of passing.

Read a first, second and third time and finally passed this  $7^{th}$  day of June, 2023.

Brian Milne – Mayor
Lindsev Green - Clerk

## The Corporation of the Township of Southgate By-law Number 2023-061

being a by-law to appoint a Municipal Bylaw Enforcement Officer for the Township of Southgate in accordance with Section 15 of The Police Services Act RSO 1990 Chapter 10

**Whereas** Section 15 of the Police Services Act, R.S.O. 1990, c.15 authorizes Council of any municipality to appoints Municipal Law Enforcement Officers who shall be peace officers for the purposes of enforcing by-laws of the municipality; and

**Whereas** Section 227 of the Municipal Act, 2001, S.O. 2001, c. 25, authorizes Councils to pass by-laws for appointing such officers and employees as may be necessary for the purposes of the Corporation, for carrying into effect the provisions of any by-law of the Council; and

**Whereas** the Council of The Corporation of the Township of Southgate deems it necessary to appoint Municipal Enforcement Officers for the Township of Southgate for the purpose of enforcing municipal bylaws,

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

- 1. **That** Ken Nadalin be appointed as a Municipal By-law Enforcement Officer for the Township of Southgate; and
- 2. **That** this by-law shall come into force and effect on the date of passage hereof.

Read a first, second and third time and finally passed this  $7^{th}$  day of June, 2023.

Brian Milne – Mayor
Lindsey Green - Clerk

## **Township of Southgate Administration Office**

185667 Grey Road 9, RR 1 Dundalk, ON NOC 1B0



Phone: 519-923-2110
Toll Free: 1-888-560-6607
Fax: 519-923-9262

Web: www.southgate.ca

## Staff Report FIRE2023-006

Title of Report: FIRE2023-006-Fire Department First Quarter Report

**Department:** Fire

Council Date: May 17, 2023

#### **Recommendation:**

Be it resolved that Council receive Staff Report FIRE2023-006 for information.

### **Background:**

Fire Department update.

#### **Staff Comments:**

Please find the fire department quarter one report as *attachment 1*. Staff would like to thank the fire department members for their ongoing hard work and dedication.

## **Financial Implications:**

None.

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

This report has been written and presented to Council to communicate accurate information to the public.

### **Concluding Comments:**

Staff recommends that Council receive Staff Report FIRE2023-006 for information.

Respectfully Submitted,

Dept. Head: Original Signed By

Derek Malynyk, Fire Chief Official

CAO Approval: Original Signed By

Dina Lundy, CAO

**Attachments #1 First Quarter Report** 



## **Dundalk Fire Department**

First Quarter Report

(January 1st, 2023 – March 31st, 2023)

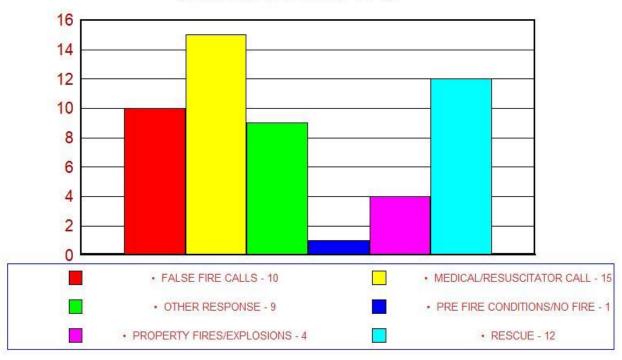
**Fire Chief Derek Malynyk** 

## **Calls for Service**

In the first quarter of 2023 the Dundalk Fire Department responded to a total of 51 incidents.

Emergency Calls	January	February	March	Total
2023	17	12	22	51
2022	12	15	7	34
2021	11	5	14	30

## Emergency Responses From Jan 1 23 to Mar 31 23



## Calls per Municipality

Municipality	Southgate	Melancthon	Grey Highlands	Other
Responses	33	13	4	1

## **Fire Prevention/Public Education**

Inspections in the first quarter.

Status	Count
Assigned	0
In Progress	1
Follow up	7
Legal Action	0
Rescinded	0
Closed	7
Total Inspections	15

#### **PUBLIC EDUCATION & OTHER EVENTS**

### January

• Firefighters recorded PSA's for 88.7 the river.

### February

- Presentation of \$5000.00 grant from Enbridge gas for training materials.
- Dundalk/Grey Highlands fire safety ad put in local papers.

#### March

- March Break Extravaganza was operated three days and was attended by 45 children. A special thank you to a local citizen who provided pizza each day to all attendees.
- Dundalk/Grey Highlands fire safety ad put in local papers.

## **Training**

The following topics were trained on in the first quarter.

#### January

- Personal Protective Equipment, SCBA, SCBA filling station.
- Fire Behavior, Fire Science
- Pump ops (pumping from a static source)

### February

- Building Construction, Radio Communication
- Ropes & Knots, Fire Extinguishers

#### March

- Medicals, Shore Based Water Rescue, Thermal Imaging Cameras
- Ground Ladders
- Positioning of Apparatus at MVC's & Electric Vehicle Safety

Dundalk Fire Departments new recruits started the recruit program covering the following topics.

- E&R By-law Policy Review
- Communications
- Building Construction
- Building Materials, Structural Collapse, and Effects of Fire Suppression
- Fire Dynamics
- Firefighter Personal Protective Equipment
- Portable Fire Extinguishers
- Ropes and Knots
- Ground Ladders
- Forcible Entry
- Structural Search and Rescue
- Tactical Ventilation
- Fire Hose
- Hose Operations and Hose Steams
- Fire Suppression
- Overhaul, Property Conservation, and Scene Preservation
- Medical Training

## **Dundalk Firefighters Association**

## Dodge 49 Fire Truck Update

In February the Dodge 49 Fire Truck was completed by Wreck it to Rods auto body shop. The truck was put into storage so that in the spring the remainder of the truck could be completed which will consist of new wood for the back deck, new brake system and rims and tires.



# **Township of Southgate Administration Office**

185667 Grey Road 9, RR 1 Dundalk, ON NOC 1B0



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## Staff Report PW2023-023

Title of Report: PW2023-023 Department Report

**Department:** Public Works

Branch: None

Council Date: June 7, 2023

#### **Recommendation:**

**Be it resolved that** Council receive Staff Report PW2023-023 for information.

#### **Background:**

Public Works Department update.

#### **Staff Comments:**

#### **Transportation and Public Safety:**

- 1. Maintenance gravel and calcium applications are underway. The southside of Grey Road 9 in the Township, is where gravel is being applied.
- 2. Tenders were released for the Holstein Dam Sluiceway Repair, quotes for Municipal Property Tree Marking services and stock & project culverts for 2023. These tenders are closing Tuesday June 20, 2023 at 2:00pm, with a virtual opening to follow.

#### Water & Wastewater:

1. Four Southgate Water Department staff attended the Georgian Bay Waterworks Conference in Huntsville April 26<sup>th</sup> & 27<sup>th</sup> 2023. On the Job Training (OJT) included Distribution Valves, Repair & Maintenance, Understanding & Mitigating Corrosion Underground Infrastructure and AMI to Identify Leaks in the afternoon, followed by the trade show and networking with suppliers, vendors and colleagues.

Thursday's presentations included New Watermain Commissioning, Importance of Tracer Wire, Now Ultrasonic Technology Benefits Fire Service Applications, Learning from Drinking Water Disasters, and A Feeder Main Testing Incident, these seminars qualify for Continuing Education Units (CEU's), which both OJT and CEU's are required to meet operator training and renewal requirements.

#### **Waste Resources & Diversion Management:**

- 1. The Haz Bin will be delayed in moving to the Egremont Transfer Station, the Haz Bin is undergoing sandblasting and painting before returning into operation at the Egremont Transfer Station, anticipated for mid June.
- **2.** Public Works Administrative Assistant Lisa Wilson attended a booth at the Home & garden show in Flesherton and was very busy and successful event.

#### **Financial Implications:**

The 2023 Capital and Operational Budgets include costs for these projects.

## **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 PW2023-023 for information.

Respectfully Submitted,

Dept. Head: Original Signed By

Jim Ellis, Public Works Manager

CAO Approval: Original Signed By

Dina Lundy, CAO

Attachments:

Monthly Statistics Report									
	Mar 2023	Apr 2023							
New Patrons	28	24							
Library Visits	1,354	1,198							
Circulation	1,718	1,649							
Phone Calls	115	79							
Reference/Reader's Advisory	6	3							
Programs	40	31							
Program Participation	733	428							
Social Media Reaches	9,854	9,255							
Social Media Total Likes	594	644							
E-material Circulation	404	403							
E-resource usage	16	25							
ILL Circulation – Received	18	9							
ILL Circulation – Requests	45	14							
Computer Usage	198	162							
Wi-Fi	36	50							
Tech Help	12	28							

## **CEO Updates:**

We are happy to announce that this year Southgate won the Grey County Reads. Congratulations to Samantha Erin for successfully advocating for Birds Art Life by Kyo Maclear. The Library won a \$200 gift certificate to Speaking Volumes Books and Audio. Some individual community members also won gift cards. Thank you to South Grey news for organizing Grey County Reads.

The 2022 Annual Survey of Public Libraries is complete and submitted to the Ministry.

The staff are ready for Summer Programs. Review the Summer Program guide to see upcoming events and activities happening at the library, including the Summer Reading Challenges.

## **Programs and Events:**

- This month the kids created a tissue paper sun catcher for the kids' craft. The Tweens craft activity was another sun catcher using gems.
- Baby and Toddler Story Time is being well received with new members joining. We love seeing the little ones in the library.
- This year the kids celebrated Earth Day by creating Fairy Gardens.
- The kids enjoyed the animated movie Nut Job and snacks on the PD Day. For the scary movie night, the teens watched Dark Skies.
- Adult Crafternoons have been picking up in numbers, often having a wait list. In April the group made a geometric painting.
- The Adult Virtual Book club discussed *Vanishing Acts* by Jodi Picoult in April. May's book is in celebration of Asian Heritage Month, we will be discussing Henna artist by Alka Joshi.
- For craft night, participants created a multi-material spring sign, using stencils, vinyl, and fake flowers.
- Grey County Master Gardener's presented How to have the garden you want with Rebecca Baker and Stephanie Fletcher.
   The presentation was very informative, and everyone left with new knowledge. We filled the Mill Room with 20 people in attendance.







# Township of Southgate Conference, Workshop/Seminar & Training Policy #2 Council and Staff Education Evaluation Report

Participant's Name: Deputy Mayor Barbara Dobreen												
Course/Workshop/Conference: Overall Evaluation:												
2023 OGRA Conference												
	Excellent	Good	X Aver	rage	Pod	or						
l '	Name of Ir	istructor	:									
	various											
Dates Attended: (if online, indicate online)  April 16 to 19, 2023												
The annual Good Roads conference provides public works professionals, indopportunity to connect, learn and share best practices to make Ontario mun	Purpose of Attending: The annual Good Roads conference provides public works professionals, industry leaders and elected officials the opportunity to connect, learn and share best practices to make Ontario municipal infrastructure safer. OGRA provides an opportunity to learn and explore innovative technologies, solutions, education, and other initiatives that are intended to											
Congratulations to Southgate Deputy Treasurer/Asset Manager Aakash Desa Mackay on their election to the OGRA Board. It was a pleasure to attend the Association of Ontario Road Supervisors (AOF Wilson (former Southgate Roads/Fleet Manager) on his official retirement as speakers at AORS as well as others throughout the conference reminded del occurring over the next 5-10 years at an unprecedented rate. AORS is approate to encourage high school students to consider a career within the municipal employees will call on municipal governments to make their workplace as at remote and flexible workplaces, benefit packages, training, and advancement The trade show featured many exhibitors that provide goods, services and to many vendors and specifically took the opportunity to visit the IESO booth a doesn't have the capacity in Ontario to handle any more than two EV vehicle representatives about the lack of capacity to serve our EcoPark businesses.  See attached for a brief summary of each of the sessions attended.	RS) AGM and segates that aching schoosector. Attractive as part.  echnology to not learned	d recognident of the a wave of ols with rection are possible.	ize/cong ne associ of retirer recruitm nd reten Things t nicipal s electrica	gratularion. ments ments of tion of to constant of the constan	te Phil The will be ormat youn ider a I spok	tion ger re						
Will you use this information in your role? If yes, explain how:  This conference is especially beneficial to municipal staff/public works professionals. Elected officials benefit from the opportunity to connect with staff and other municipal officials, and to learn about and understand innovative solutions to the common challenges across Ontario aging infrastructure and the infrastructure deficit; staff attraction and retention; etc. There was also a session by Fred Dean for elected officials (both new and returning) about their roles and responsibilities, staying in their lane, and legislated requirements.  Do you recommend that other Council Members/Staff attend this course? If so, who and why?:  I would encourage more public works supervisors and team leaders to attend this conference.  Should similar course material be presented in-house? If yes, by whom?												
Not practical.  Signature:	D	ate:	April	28, 20	23							

Fireside Chat between Premier Doug Ford and Scott Butler, Good Roads Director. Information shared was the state of the relationship with municipalities. Scott questioned the Premier on what is driving the decisions the Province has pushed through and the belief by municipalities that the Province is stepping into its business. The Premier continues to site the housing crisis and how Team Ontario has cut almost \$700 million of red tape. Concerns were expressed about the \$40 billion infrastructure deficit and the vast number of services municipalities provide with a small purse. The Premier applauded his ministers on the work to help people find better jobs and bigger pay cheques; the importance of recruiting, training and retaining employees; introduction and funding of E-training with online and in person courses to address the labour shortage. And the introduction for basic dignity on the construction sites by mandating clean washrooms and doubling women only washrooms, proper PPE for women and jobs open to all.

Keynote Speaker, Brent Toderian - Better Streets & Roads For Your Community. With extensive experience in urban transportation projects Brent focuses on Better Streets (moving people) vs. Roads (moving vehicles) by creating walkable urban streets to slow traffic and force people to linger longer. He mentioned that Vancouver has no freeways within its urban boundary. He spoke about Complete Streets with realistic and attractive choices to walk, cycle, bus or drive. One thing he mentioned is that EV's will not solve the climate crisis. While 'Better City Streets' feature fewer cars, less driving, more choices, better community and safer streets, little attention was given to the challenges of rural roads and bridges where the majority of Ontario municipalities has a reliance on vehicular transportation to move people and goods.

Which Comes First: Emergency Preparedness or Disaster Recovery. Presented by Colliers Project Leaders. The panel discussed the importance of having an emergency response plan and shared lessons that allowed those in a crisis to quickly restore and rebuild. Important to identify your own community's risk level and what would be required to mitigate potential impacts and prepare the community for natural disasters in their unique region. There is an increased frequency and intensity of natural disasters. Case studies on the City of Merritt, where they were able to immediately establish a command centre and evacuate all people in record time during the 2021 flood event vs. the Town of Lytton who had no plan or emergency structure in place when the wildfires hit the community. Having, and practicing an emergency plan, will better prepare the EMT in restoring transportation and communication systems; respond to tree debris removal to get people and goods moving; and protect storm water systems, hydro, water, gas restoration.

**Keynote: Kenn Beer of Safe System Solutions - Revolutionizing Road Safety.** Past studies assessed road user behaviour and the cause of crashes and whether road design, type/size of vehicle and speed could have prevented the crash and/or reduce the death and severity of injury. Humans make mistakes. How can we minimize the outcomes of those mistakes by improving the road and street networks.

Roberto Impero, SMA Road Safety. Roberto spoke about crash cushions that his Father invented. These cushions are proven to prevent death and injury as a result of vehicles impacting guard rails and other obstacles. The Panel that followed included James Smith, Jason Young and Mark Wilson and spoke to Vision Zero — a view from the perspective of the driver; 2+1 roads where a passing lane alternates rather than twinning the road; Forensics to analyze road network screening; cause and effect; investing in staff training; assessing deficiencies with stop distances; foliage maintenance at intersections; rumble strips to alert a driver and thereby avoid a cross over collision. Examine what works elsewhere and look to make it work in our own municipalities. Everyone is responsible -- from the designer to the driver.

**Building a Better Workforce** - Nature of work is changing and we need to look for creative ways to attract employees. There is a battle for talent. Planning staff are at a premium and with Bill 23 municipalities are now competing for consultants to fill the gap left by no longer being permitted to negotiate this expertise from the conservation authority. Professionals demand a flexible work environment. What will the workplace look like going forward? 4-day work weeks; remote workspace; showing appreciation for the value employees bring to the municipality; making the total compensation package attractive. Hire students and give them quality work to make them interested in pursuing a municipal career.

What to Expect When You're Elected: Setting the Stage for Success for New Councillors — Fred Dean is a staple trainer at municipal conferences, especially immediately following an election. Attending his "So You Want to Run for Council" and his "What to Expect When You're Elected" is always of benefit to new and returning council members. He provided an overview of Council roles and responsibilities (stay in your lane) and that taking on administration can see an elected official lose their seat; joint and several liability; risk management and cybercrime; conflict of interest. He spoke about the key elements and importance of succession planning — training, coaching, investing in employees. Staff are running full out and staff burnout is a real risk. Knowing the rules of procedures is critical to understanding your role. The procedure bylaw should be reviewed thoroughly early in each new term of Council.

**Hon. Kinga Sura, Minister of Infrastructure.** Spoke to the role the provincial government is playing in the municipal infrastructure sector.

Enhancing Municipal Asset Management Through Innovations and Levels of Service. Christopher Chen, Asset Management Ontario. Innovations in pavement technology, creating better streets and roads, rural road safety, resident engagement. Utilizing levels of service (LOS) to support better outcomes. LOS is set to an acceptable level of risk and affordability. LiDAR uses light protons to provide real tie data in either 3D and 2D images and can collect single or multi lane data during the day or night. The more data collected, the better the assessment to estimate product quantity and quality for repair calculations. LiDAR can be used for ditch assessment by measuring depth, identifying standing water, is GPS linked. It also assists with project planning by providing surface profiles. LOS + Cost + Risk – does the plan deliver best value for dollars over time?

Pierre Ranger – Let's Remember Adam Campaign – Stop Arm Cameras on Buses An emotional presentation by Pierre Ranger, Adam's brother, who had just started school and was killed getting off a bus when a vehicle failed to stop. His brother Alex was just inches away from grabbing him when Adam was struck. Pierre is now focusing on automated enforcement through mandating the installation of smart cameras on all school buses that photograph vehicles that pass school buses illegally, and have tickets mailed to the owners. "Once people start getting tickets and it starts affecting them in the pocketbook then they might learn to stop," he said.

**Mike Schreiner, Leader of the Green Party of Ontario** – outlined his concerns with the current approach of the PC government and shared his party's plan to do things differently through building strong, resilient communities, addressing mental health and poverty. The solution to the housing crisis and infrastructure deficit is not urban sprawl which costs 2.5 times more than building in and up within a smaller area of land.

Hon. Greg Rickford, Minister of Northern Development and Indigenous Affairs. Corridor of Prosperity into the Rink of Fire – fortify road access to more remote indigenous communities. Some remote areas have limited access and then only seasonally. Winter roads are essential in providing vital health services. Connecting corridors will provide better access and improve the way we move people, product and services across Ontario.

The Final Word Panel – Similar to the ROMA's Mike Smitherman question box, The Final Word provides invited delegates to get their questions answered by a panel in the fields of administration, planning, law, construction, drainage, public works and more. Questions are submitted in advance as well as from the conference floor. Some of the questions included action against CN regarding its obligation under the Drainage Act. Road culverts and the Drainage Act – protecting landowners from water encroaching on their property from another property by managing the flow of water. Bill 5 and Codes of Conduct. Private member bills have little success in getting through. Already passed first reading and open to further consultation.



# Township of Southgate Minutes of Southgate Community Fund Management Committee

March 13, 2023 9:00 AM Holstein Council Chambers

Members Present: Deputy Mayor Barbara Dobreen

Councillor Joan John

Councillor Monica Singh Soares

Heather Renton Carolynn Dyer

Karl Ellis

Staff Present: Aakash Desai, Asset Manager & Deputy Treasurer

Elisha Milne, Legislative Assistant Holly Malynyk, Recording Secretary

## 1. Call to Order

Chair Deputy Mayor Dobreen called the meeting to order at 9:01AM.

## 2. Confirmation of Agenda

**Moved By** Heather Renton **Seconded By** Councillor John

Be it resolved that the Committee confirm the agenda as presented.

Carried

## 3. Declaration of Pecuniary Interest

No one declared a pecuniary interest related to any item on the agenda.

## 4. Delegations & Presentations

None.

## 5. Adoption of Minutes

**Moved By** Councillor Singh Soares **Seconded By** Carolynn Dyer

**Be it resolved that** the Committee approve the minutes from the February 14, 2023, Southgate Community Fund Management meeting as presented.

Carried

## 6. Staff Updates

## **6.1 Southgate Community Fund Management Brochure**

Secretary Holly Malynyk provided an update on the brochure that was updated as discussed at the previous meeting. Members discussed where they would like to distribute the brochure and how many copies they would like to print. Brochures will be printed by staff and members will be notified when they are available to be distributed.

# **6.2 Southgate Community Fund Management Brochure - Web Version**

Members discussed that they would like to share the brochure on the website and through the Township of Southgate social media platforms.

## 6.3 Southgate Community Fund Management Updated Committee Terms of Reference

Secretary Holly Malynyk provided an update that the amended Southgate Community Fund Management Committee Terms of Reference were approved by Council and were updated on the website.

## 7. New/Unfinished Business

## 7.1 Community Presence and Events Discussion

Members discussed ways that they can get involved in the Community to raise awareness of the fund. Members discussed going to the Cow Town Lunch events, Maple Fest, and networking with other groups and organizations to raise awareness.

## 8. Correspondence

Moved By Councillor John Seconded By Karl Ellis

**Be it resolved that** the Committee receive the items of correspondence dated March 13, 2023, as information.

Carried

# 8.1 2023 Spring Community Grants - Community Foundation Grey Bruce

Stuart Reid and Jen Isber-Legge of Community Foundation Grey Bruce provided an update on the 2023 Spring Community Grants. Members asked questions on the granting process and Community Foundation Grey Bruce staff provided answers and more information to the Committee.

## 9. Members Privilege

None.

## 10. Next Meeting

Monday May 8th, 2023 at 9:00AM.

## 11. Adjournment

**Moved By** Heather Renton **Seconded By** Councillor Singh Soares

Be it resolved that the Committee adjourn the meeting at 9:34AM.

**Carried** 

Chair De	eputy Mayo	r Barbara	Dobreen
Reco	rding Secre	tary Holly	Malynyk



# Township of Southgate Minutes of Committee of Adjustment

April 26, 2023 9:00 AM Holstein Council Chambers

Members Present: Member Barbara Dobreen

Member Martin Shipston

Member Joan John

Member Monica Singh Soares

Members Absent: Member Brian Milne

Member Jason Rice Member Jim Ferguson

Staff Present: Lindsey Green, Clerk

Clinton Stredwick, Planner

Elisha Milne, Legislative Assistant Holly Malynyk, Legislative Assistant

#### 1. Call to Order

Chair Dobreen called the meeting to order at 9:00AM.

## 2. Confirmation of Agenda

**Moved By** Member John

**Seconded By** Member Singh Soares

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

Carried

## 3. Declaration of Pecuniary Interest

No one declared a pecuniary interest related to any item on the agenda.

## 4. Adoption of Minutes

**Moved By** Member Shipston **Seconded By** Member John

**Be it resolved that** the Committee approve the minutes from the March 22, 2023 Committee of Adjustment meeting as presented.

**Carried** 

## 5. Hearing

# 5.1 A1-23 - Maynard Bearinger, Con 14 Pt Lot 8 RP 16R5303 Parts 1&2, Geographic Township of Egremont

## 5.1.1 Application and Notice of Public Hearing

**The Purpose** of the Variance is to vary the provisions of section 13.2(e) allowing for a reduction in the interior side yard setback. All other provisions of the bylaw shall apply.

**Approval** of this application would provide relief from the by-law to permit an attached garage to be located closer to the side lot line. The current setback requirement is 5m (16.3ft). The proposal will reduce this setback to 2.43m (8ft) to relocate the garage and entrance to the house to the opposite side of the lot. This will reduce potential conflicts with the shared laneway entrance.

## 5.1.2 Comments Received from Agencies and the Public

Planner Clinton Stredwick reviewed the comments received from the Historic Saugeen Metis, Southgate Public Works Department, the County of Grey, and the Saugeen Valley Conservation Authority. There were no comments received from members of the public

## 5.1.3 Applicant or Agent

The Applicant was not in attendance to speak to the application.

## **5.1.4 Committee Member Questions**

Committee Members asked questions and staff provided responses.

## 5.1.5 Comments and Planning Report

Planner Clinton Stredwick reviewed the planning report and explained the intent of the proposal.

## 5.1.6 Members of the Public to Speak

There were no members of the public in attendance to speak in support of or in opposition to the application.

## **5.1.7 Further Questions from the Committee**

Members asked further questions and staff provided responses.

## 5.1.8 Approval or Refusal

**Moved By** Member Shipston **Seconded By** Member John

**Be it resolved that** the Committee of Adjustment receive Staff Report PL2023-021 for information; and **That** the application for minor variance of an interior side yard setback of 2.43m (8ft) be approved subject to the following condition:

**That** a residential entrance permit is obtained from the Township.

Carried

## 5.2 B2-23 - Cleon Martin, Property Location, Geographic Township of Egremont

## 5.2.1 Application and Notice of Public Hearing

**The Purpose** is to sever a 3278.47 m2 parcel of land with 14.56m of Frontage on Southgate Road 04. This parcel is to be added to the adjacent schoolhouse lot. The retained parcel will have 300m of frontage and be 52.65ha in area. No new development lots will be created by this consent application. It is considered to be a minor lot line adjustment.

**The Effect** would be to create an enlarged schoolhouse lot once the lot addition is complete.

## 5.2.2 Comments Received from Agencies and the Public

Planner Clinton Stredwick reviewed the comments received from the Southgate Building Department, the Historic Saugeen Metis, Enbridge Gas, Hydro One, Southgate Public Works Department, the County of Grey, and the Saugeen Valley Conservation Authority. There were no comments received from members of the public

## 5.2.3 Applicant or Agent

The Agent was in attendance and available for questions.

## **5.2.4 Committee Member Questions**

Committee Members asked questions and staff provided responses.

## 5.2.5 Comments and Planning Report

Planner Clinton Stredwick reviewed the planning report and explained the intent of the proposal.

## 5.2.6 Members of the Public to Speak

There were no members of the public in attendance to speak in support of or in opposition to the application.

## **5.2.7 Further Questions from the Committee**

Members asked further questions and staff provided responses.

## 5.2.8 Approval or Refusal

**Moved By** Member Shipston **Seconded By** Member John

**Be it resolved that** the Committee of Adjustment receive Staff Report PL2023-019 for information; and

**That** the severance be approved with the following conditions:

1. That a survey be provided; and

- 2. **That** a Pin Consolidation is obtained to merge the severed parcel with the lot being added to.
- 3. **That** a zoning amendment is approved to recognize the school use.
- 4. **That** all outstanding taxes, fees and charges are paid, if any.

**Carried** 

## 5.3 B3-23 - Watra Residents Association, Con 21, Pt Lot 11, Plan 812 Blk 29 Watra Road, Geographic Township of Egremont

## 5.3.1 Application and Notice of Public Hearing

The Purpose is to sever a 0.4ha area lot with 47.3m of frontage on Watra Road. The retained lands that are approximately 6.125ha will be merged with lots 20 and 21 on Plan 812, which are undevelopable within the subdivision. The Effect would be to create a new residential lot but remove two previously created lots that are not developable. The end result would be a decrease in lot density by one lot.

## **5.3.2 Comments Received from Agencies and the Public**

Planner Clinton Stredwick reviewed comments received from Enbridge Gas, the Historic Saugeen Metis, Township of Southgate Public Works, the County of Grey, and the Saugeen Valley Conservation Authority. There were no comments received from members of the public.

## 5.3.3 Applicant or Agent

The Applicant and Agent were present and available for questions. Agent, Ron Davidson presented the proposal.

## **5.3.4 Committee Member Questions**

Members asked questions and staff provided responses.

## **5.3.5 Comments and Planning Report**

Planning Stredwick reviewed his planning report and explained the intent of the proposal.

## **5.3.6 Members of the Public to Speak**

No members of the public were present to speak in support or opposition to the application.

## **5.3.7 Further Questions from the Committee**

There were no further questions from Members.

## 5.3.8 Approval or Refusal

**Moved By** Member Singh Soares **Seconded By** Member Shipston

**Be it resolved that** the Committee of Adjustment receive Staff Report PL2023-020 for information; and **That** the severance be approved with the following conditions:

- 1. **That** a Zoning by-law amendment be obtained to implement the consents.
- 2. **That** Lots 20 and 21 be merged with the retained lands and a pin consolidation obtained
- 3. That a survey be provided; and
- 4. **That** all outstanding taxes, fees and charges are paid, if any.

Carried

## 6. Adjournment

**Moved By** Member Singh Soares **Seconded By** Member John

Be it resolved that the Committee adjourn the meeting at 9:58AM.

**Carried** 

Chair Barbara Dobreen
Secretary-Treasurer Elisha Milne



# Township of Southgate Minutes of Public Planning Meeting

April 26, 2023 1:00 PM Holstein Council Chambers

Members Present: Deputy Mayor Barbara Dobreen

Councillor Martin Shipston

Councillor Joan John

Councillor Monica Singh Soares

Members Absent: Mayor Brian Milne

Councillor Jason Rice Councillor Jim Ferguson

Staff Present: Lindsey Green, Clerk

Clinton Stredwick, Planner

Elisha Milne, Legislative Assistant Holly Malynyk, Legislative Assistant

#### 1. Call to Order

Deputy Mayor Dobreen called the meeting to order at 1:00PM.

## 2. Public Meeting

# 2.1 C5-23 - David Gingrich, Con 6 Lot 22 Pt Lot 23, Geographic Township of Egremont

## 2.1.1 Background

**The Purpose** of the proposed zoning bylaw amendment application is to allow for an on farm diversified use being a small scale Dry Industrial Use. The Dry industrial use will include but is not limited to Wood Working, Metal working and fabricating, as well as the manufacture of concrete and related supplies. The owners wish to add the shop to

the list of permitted uses within a new Agricultural exception zone (A1-XXX). The shop will replace the existing shop which will be returned to an agricultural use. The shop including office and power room is proposed to be up to 750m2 with outside storage not exceeding 500m2.

**The Effect** of the proposed zoning by-law amendment would be to zone a portion of the subject lands to permit the Dry Industrial Use shop within a new agricultural exception zone (A1-XXX).

## 2.1.2 Application and Notice of Public Meeting

Clerk Lindsey Green confirmed that proper notice was given in accordance with the Planning Act.

## 2.1.3 Comments Received from Agencies and the Public

Planner Clinton Stredwick reviewed comments from the Historic Saugeen Metis, the County of Grey, and the Saugeen Valley Conservation Authority. There were no comments were received from members of the public.

## 2.1.4 Questions from Council

Members of Council asked questions and staff provided responses.

## 2.1.5 Applicant or Agent

The Applicant was not in attendance to speak to the application.

## 2.1.6 Members of the Public to Speak

There were no members of the public in attendance to speak in support of or in opposition to the proposed application.

## 2.1.7 Further Questions from Council

Members of Council asked further questions and staff provided responses.

## 2.2 C4-23 - Watra Resident Association, Con 21, Pt Lot 11, Registered Plan 812 Lot 20 and 21, BLK 29, Geographic Township of Egremont

## 2.2.1 Background

**The Purpose** of the proposed zoning bylaw amendment is to sever a 0.4 hectare parcel that is currently zoned Open Space (OS). The proposed Zoning By-law Amendment would change these lands to Residential Type 6 Exception (R6-XXX). The exception provisions would reduce the minimum lot area and frontage requirements from 0.8 hectares and 100 metres to 0.4 hectares and 47.3 meters respectively. The retained parcel is zoned Open Space (OS) and Environmental Protection (EP) and will remain zoned as such. Lots 21 and 22 are currently zoned Environmental Protection (EP), with some Residential Type 6 (R6) zoning along the front portions of these two parcels. The "R6" zoned area will be changed to Open Space (OS). No development or site alteration will be permitted on these lands or on the retained parcel which will merge with these lands.

**The Effect** of the proposed zoning by-law amendment would be to change the zone symbol on the severed lands from Open Space (OS) to R6 exception (R6-XXX) to recognize the new lot and allow for the construction of a house and accessory building. The retained lands will merge with Lot 20 and 21 of Plan 812 and the Zoning on lot 20 and 21 will be changed from Residential Type 6 (R6) to Open Space (OS). The EP boundary may be adjusted based on Conservation Authority Comments.

## 2.2.2 Application and Notice of Public Meeting

Clerk Lindsey Green confirmed that proper notice was given in accordance with the Planning Act.

## 2.2.3 Comments Received from Agencies and the Public

Planner Clinton Stredwick reviewed comments from the Township of Southgate Public Works Department, the

County of Grey, and the Saugeen Valley Conservation Authority. There was one comment received, that included a previously dated email, from members of the public, being Marsha Jackson and Carl Gilbert and was read by the Clerk.

## 2.2.4 Questions from Council

Members of Council asked questions and staff provided responses.

## 2.2.5 Applicant or Agent

The Applicant and Agent were in attendance to speak to the application.

## 2.2.6 Members of the Public to Speak

Member of the public, Trevor Warner, made submission in support of the application. There were no members of the public in attendance to speak in opposition to the proposed application.

## 2.2.7 Further Questions from Council

Members of Council asked further questions and staff provided responses.

## 3. Adjournment

The meeting adjourned at 1:29PM.

Deputy Mayor Dobreen
Clerk Lindsey Green



## **Grand River Conservation Authority**

Summary of the General Membership Meeting – April 28, 2023

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-04-23-34 Revised Joint GRCA/GRCF Donor Naming Policy
- GM-04-23-39 Financial Summary
- GM-04-23-34 Provincial Offences Act Officer Designation Section 29 (Conservation Areas)
- GM-04-23-37 Provincial Offences Act Officer Designations Section 28 (Planning Services)
- GM-04-23-32 Development, Interference with Wetlands and Alterations to Shorelines Regulation (Quarterly Permits)
- Property Disposition Township of Mapleton (Closed Agenda)
- Report of the Labour Relations Committee (Closed Agenda)

#### Information Items

The Board received the following reports as information:

- GM-04-23-38 General Insurance Renewal 2023-2024
- GM-04-23-31 Cash and Investment Status
- GM-04-23-36 April 2023 Flood Event
- GM-04-23-33 Current Watershed Conditions

#### Correspondence

The Board received the following correspondence:

- Jan W. Jansen re: Wetlands Protection
- Nicole Doro re: Wetlands Protection

#### **Source Protection Authority**

The General Membership of the GRCA also acts as the Source Protection Authority Board

#### **Action Items**

The SPA Board approved the resolutions in the following reports as presented in the agenda:

- SPA-04-23-01 Submission of the 2022 Grand River Annual Progress Report and Supplemental Form
- SPA-04-23-02 Submission of the Revised Updated Grand River Source Protection Plan and Assessment Report

#### Correspondence

The SPA Board received the following correspondence:

- Lake Erie Region Source Protection Committee Source Protection Plan Annual Progress Reporting
- Lake Erie Region Source Protection Committee Updated Grand River Assessment Report and Source Protection Plan

For full information, please refer to the <u>April 28 Agenda Packages</u>. Complete agenda packages and minutes of past meetings can be viewed on our <u>online calendar</u>. The minutes of this meeting will be posted on our online calendar once they have been approved.

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'.





Spring 2023

Township of Southgate c/o Mayor Brian Milne R. R. # 1 185667 Grey Rd #9 Dundalk, ON NOC 1B0

Dear Mayor Milne and Council,

Thank you so much for supporting the Durham Hospital! Because of people like you, the Foundation is able to provide state-of-the-art medical equipment to the Durham Hospital. Your support makes the difference in our skilled medical staff being able to provide the right care and save lives.

Emergency departments (ED) are an integral part of hospitals and medical practices and provide the best medical care to patients in need of immediate help. EDs are the most critical department of a hospital with a constant flow of patients suffering from either acute illness or injury. A typical ED may address cardiac arrests, strokes, fatal injuries, pregnancy complications and asthma every day.

ED's are the most crucial and intensive department within a hospital, as often life and death can hang in the balance. Emergency departments are supposed to be equipped with all the modern and essential equipment and accessories to render timely acute, emergency, trauma care services.

When seconds count, it is critical that the equipment doctors and nurses have is new and works! The ED has asked for several new items and we are committed to providing them.



When a patient's body temperature is too low or too high because of a traumatic injury, they need to have their temperature normalized and stabilized, as soon as possible. A Bair Hugger is a forced air system that can raise or reduce temperatures. If your loved one fell into cold water, can you imagine if this system wasn't available?

The ED also needs a fluid warmer. When a patient needs a blood transfusion or fluids, it is critical that those fluids are at the right temperature. Many medications and even blood are stored at near-freezing temperatures. They must be warmed quickly and safely before they can be administered. The right speed is vital- too fast and they can't be used. Too slow and the patient is at risk.

We need to reach out to you- our friends and neighbours for help!

As anyone who has ever visited the Emergency Department can tell you, the stretchers are not built for comfort! They are built for patient safety, to provide several medical staff with access from all sides, they must have the ability to raise or lower the height for whatever treatment is needed, the sides must able to raise to keep patients in place, staff need to hang IV fluids at the right height and be able to move the stretcher easily.



## The Durham Hospital ED needs at least one new trauma stretcher, can you help?



When a patient needs medication, doctors and nurses are able to access the Emergency Department's supply of common prescription and non-prescription medications. Some of these drugs must be stored in a special refrigerator. The medication fridge now in use is getting old and must be replaced. A kitchen or bar fridge won't do, It needs to have a glass front and special monitor. Medications must be easily accessed, organized, and easy to see so no time is wasted in delivering treatment.

The importance of emergency department equipment cannot be overstated. Any patient who comes to our ED should be able to receive the best possible care. It is important to have the right equipment on hand so that every patient can be treated quickly and effectively.

#### Can I count on your support?

Please use the enclosed donation form and reply envelope to make your gift today. Be part of our health care team and help provide new equipment for our Emergency Department.

With gratitude and appreciation,

Dr. Hernan Boniolo

Chief of Staff

**Durham Hospital** 

If you prefer to donate online, please visit: <a href="https://www.canadahelps.org/en/charities/durham-hospital-foundation/">www.canadahelps.org/en/charities/durham-hospital-foundation/</a>

 $^{\sim}$ For information on how to support your hospital through monthly gifts or by making a legacy gift in your Will, please contact the Foundation office, 519-369-2340 x 5267

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May 3, 2023

500 Consumers Road North York, Ontario M2J 1P8 Canada

Your Worship and Members of Council,

We are writing today as we've heard from many of you regarding the introduction of a locate charge, and we'd would like to provide some context and background regarding our approach. We are also seeing a lot of misinformation circulate, resulting in misunderstanding, and we'd like to correct the record.

We, along with **all** underground infrastructure owners, are required to comply with the recently released regulations related to locate delivery (<u>Bill 93</u>). In order to recover our compliance costs and protect the interests of our customers, we introduced a locate charge for **third party and for-profit locate requestors**. We want to reassure you that locates for private property owners and existing natural gas customers **remain at no charge**.

As we shared, the third-party locate charge is currently on pause as we continue to explore pathways and consult with our stakeholders and industry partners, including a phased approach focused on the adoption of a dedicated locator model for large infrastructure owners. Within a dedicated locator model, large excavators hire their own locators trained by infrastructure owners to locate all underground utilities on their projects, which leads to significant efficiencies in locate delivery.

In addition, misinformation is circulating that Enbridge Gas operates its infrastructure in municipal right of ways at no cost – **and this is simply not true**. Enbridge pays more than \$135 million in annual municipal taxes based upon the infrastructure we operate. We also pay additional fees where required when we install new pipe or initiate work to maintain existing assets. We deliver natural gas service to approximately 3.9 million customers in 313 municipalities across Ontario, through a network of 154,000 kilometers of pipeline. We complete approximately 1.2 million locate requests annually. And, in 2023, we will invest \$550 million to maintain and add customers to our natural gas system. We are a proud contributor to the communities in which we operate, and our commitment to the safe, reliable delivery of natural gas underpins everything we do.

We encourage you to call upon the Government of Ontario to enact a dedicated locator model for large infrastructure owners, and to support a phased approach to regulation adoption.

Please reach out should you have any questions.

Sincerely,

**Mark Maxwell** 

Director, GTA West Region Operations

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**ENBRIDGE GAS INC.** 

TEL:905-458-2154 | mark.maxwell@enbridge.com 6 Colony Crt, Brampton, ON, L6T 4E4

Mike McGivery

Director, Distribution Protection

Michael McGivery

**ENBRIDGE GAS INC.** 

TEL: 416-758-4330 | michael.mcgivery@enbridge.com 500 Consumers Road, North York, Ontario M2J 1P8

CC: Hon. Todd Smith, Minister of Energy

Hon. Kaleed Rasheed, Minister of Public and Business Service Delivery

Colin Best, President, Association of Municipalities of Ontario

From: <u>Eowyn Spencer</u>
To: <u>Eowyn Spencer</u>

**Subject:** Summary of the General Membership Meeting – May 26, 2023

**Date:** May 26, 2023 2:05:55 PM

Attachments: <u>image004.emz</u>

image005.png image006.png



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:

- General Membership Composition Committee
- GM-05-23-41 Financial Summary
- GM-05-23-45 Changes to the Land Disposition Process for Section 38 Land Holdings
- GM-05-23-43 ERO Posting 019-6813 Review of proposed policies adapted from A Place to Grow and Provincial Policy Statement
- GM-05-23-44 Provincial Offences Act Officer Designation Section 29 (Conservation Areas)
- Property Disposition City of Kitchener (Closed Agenda)

#### **Information Items**

The Board received the following reports as information:

- Conservation Authorities Act Committee May 10, 2023
- GM-05-23-42 2024 Budget Framework New Regulations
- GM-05-23-40 Cash and Investment Status
- GM-05-23-46 Current Watershed Conditions

#### Correspondence

The Board received the following correspondence:

- Natasha Huyer re: Wetlands Protection
- Guelph re: Provincial Amendments to Guelph Official Plan Amendment 80

#### **Delegations**

The Board heard from the following delegations:

Martina Cotter - Entrance fees at Elora Quarry

#### **Source Protection Authority**

The General Membership of the GRCA also acts as the Source Protection Authority Board

#### **Action Items**

The SPA Board approved the resolutions in the following reports as presented in the agenda:

• SPA-05-23-01 - Source Protection Committee Appointments

For full information, please refer to the May 26 Agenda Packages. Complete agenda packages and minutes

of past meetings can be viewed on our <u>online calendar</u>. The minutes of this meeting will be posted on our online calendar once they have been approved.

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'.

#### **Eowyn Spencer**

Executive Assistant
Grand River Conservation Authority

400 Clyde Road, PO Box 729 Cambridge, ON N1R 5W6 Office: 519-621-2763 ext. 2200 Toll-free: 1-866-900-4722

www.grandriver.ca | Connect with us on social

## Ministry for Seniors and Accessibility

Ministère des Services aux aînés et de l'Accessibilité

Minister Ministr

College Park 777 Bay Street 5th Floor

Toronto ON M7A 1S5

Ministre

College Park 777, rue Bay 5e étage

Toronto (Ontario) M7A 1S5



May 2023

Dear Friends,

It is my pleasure to invite you to submit a nomination for the 2023 <u>Ontario Senior Achievement Award</u>.

Each year, the program recognizes extraordinary seniors who, **after the age of 65**, have made significant contributions to their community and/or province.

The deadline for nominations is **June 15, 2023.** For more information about the program, please visit the <u>Ontario Senior Achievement Award webpage.</u>

To submit a nomination online, please <u>register for the Ontario Honours and Awards</u> <u>Portal</u>.

If you have questions about the Ontario Senior Achievement Award or how to submit a nomination online, please contact the Ontario Honours and Awards Secretariat at <a href="mailto:OntarioHonoursAndAwards@ontario.ca">OntarioHonoursAndAwards@ontario.ca</a>.

Thank you in advance for taking the time to consider putting forward the name of a special senior in your community.

Sincerely,

Raymond Cho

Minister for Seniors and Accessibility

aymond Cho

## Ministry for Seniors and Accessibility

Ministère des Services aux aînés et de l'Accessibilité

Minister Ministr

College Park 777 Bay Street 5<sup>th</sup> Floor

Toronto ON M7A 1S5

Ministre

College Park 777, rue Bay 5e étage

Toronto (Ontario) M7A 1S5



Mai 2023

Madame, Monsieur,

J'ai le plaisir de vous inviter à proposer une candidature au <u>Prix d'excellence de l'Ontario pour les personnes âgées</u> de 2023.

Chaque année, le programme rend hommage aux aînés extraordinaires qui, **après** l'âge de 65 ans, ont apporté une contribution exceptionnelle à leur communauté et/ou à la province.

La date limite pour proposer une candidature est **le 15 juin 2023.** Pour plus de renseignements sur le programme, veuillez consulter la <u>page Web du Prix d'excellence</u> de l'Ontario pour les personnes âgées.

Pour soumettre une candidature en ligne, veuillez-vous <u>inscrire au Portail des</u> distinctions et prix de l'Ontario.

Si vous avez des questions au sujet du Prix d'excellence de l'Ontario pour les personnes âgées, veuillez contacter le Secrétariat des distinctions et prix de l'Ontario à <a href="mailto:Ontario-Nontari

Je vous remercie d'avance de prendre le temps de songer à proposer le nom d'une personne âgée exceptionnelle de votre collectivité.

Veuillez agréer, Madame, Monsieur, l'expression de mes sentiments les meilleurs.

Sincèrement,

Raymond Cho

aynord Cho

Ministre des Services aux aînés et de l'Accessibilité

## SAUGEEN MOBILITY

## and REGIONAL TRANSIT Box 40 Walkerton, ON NoG 2Vo

519-881-2504 1-866-981-2504

May 17, 2023

Dear Member Municipal Councils and CAOs,

Thank you for your continued partnership with Saugeen Mobility and Regional Transit (SMART). SMART continues to increase its rides capacity, after the slowdown caused by COVID-19, and the company remains sound financially.

Throughout 2022, the SMART Board and management continued to review operations and practices to ensure effective and efficient service delivery. A few highlights from 2022:

- 1. SMART purchased three new 9-passenger buses in 2021. Two were received and one is due for 2023 delivery. These vehicles replacements are funded by the federal public transit infrastructure fund and the provincial gas tax program.
- 2. SMART management and Board members continue to dialogue with Bruce County, Grey County, Home and Community Support Services and Grey Transit Route staff in an effort to explore partnership possibilities and seamless accessible transportation across all Grey and Bruce communities.
- 3. In early April 2023, SMART's auditors sent an electronic copy of the financial statements to all member municipalities. Additionally, please find attached Ridership Statistic Summary January to December 2022.

Lastly, SMART management and its Board are considering various levels of services, to include Essential (current) and Enhanced service, and Cost Recovery (where a municipality would not contribute money but transportation fees would be set to the actual cost of a ride). We look forward to presenting these options to you.

Sincerely,

**SMART Board of Directors** 

#### **RIDERSHIP STATISTICS SUMMARY - 2022 to Dec 31st**

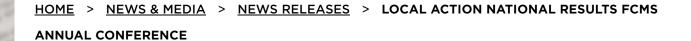
Arran-Elderslie	2022 2021	<b>JAN</b> 166 69	<b>FEB</b> 145 140	MAR 163 134	<b>APR</b> 131 90	<b>MAY</b> 209 67	<b>JUN</b> 193 95	JUL 147 133	<b>AUG</b> 178 181	<b>SEP</b> 215 216	<b>OCT</b> 257 206	NOV 212 243	<b>DEC</b> 228 231	<b>TOTAL</b> 2244 1805	CHANGE 24.32%
Brockton	2022 2021	113 129	80 90	157 143	152 85	187 110	319 129	211 165	216 200	264 417	345 369	263 264	257 217	2564 2318	10.61%
Chatsworth	2022 2021	49 41	54 81	110 97	97 90	76 71	114 90	92 120	87 119	136 120	71 124	70 103	130 86	1086 1142	-4.90%
Grey Highlands	2022 2021	0 0	0 0	0 0	0 0	16 0	10 0	13 0	35 0	21 0	45 0	9 0	8 0	157 0	157.00%
Hanover	2022 2021	277 209	315 242	444 355	367 252	392 233	434 374	336 336	425 353	385 382	386 419	442 467	406 423	4609 4045	13.94%
Huron-Kinloss	2022 2021	17 9	9 9	30 25	42 20	52 25	138 39	173 51	157 64	163 67	109 71	102 57	77 58	1069 495	115.96%
Kincardine	2022 2021	155 74	168 101	185 189	205 149	141 118	181 164	240 149	141 179	173 258	154 175	199 239	200 208	2142 2003	6.94%
Saugeen Shores	2022 2021	209 142	227 147	243 230	277 227	360 254	432 325	315 327	371 255	396 241	422 213	450 315	308 393	4010 3069	30.66%
Southgate	2022 2021	27 47	18 18	28 10	26 11	-1 10	26 8	24 24	22 15	38 12	32 10	35 18	25 14	300 197	52.28%
West Grey	2022 2021	164 133	144 147	256 168	250 130	290 150	251 163	283 210	255 262	209 213	244 233	258 273	218 234	2822 2316	21.85%
SUB-TOTALS	2022 2021	1177 853	1160 975	1616 1351	1547 1054	1722 1038	2098 1387	1834 1515	1887 1628	2000 1926	2065 1820	2040 1979	1857 1864	21003 17390	20.78%
OTHER	2022 2021	0 0	0 0	0 0	0 0	32 0	42 0	82 0	72 0	0 34	34 142	67 0	0 72	329 248	32.66%
Grey-Bruce STS	2022 2021	0 0	0	19 0	29 0	38 0	36 0	0 0	0 0	51 0	19 0	3 0	0 0	195 0	195.00%
TOTALS	2022 2021	<b>1177</b> 853	<b>1160</b> 975	<b>1635</b> 1351	<b>1576</b> 1054	<b>1792</b> 1038	<b>2176</b> 1387	<b>1916</b> 1515	<b>1959</b> 1628	<b>2051</b> 1960	<b>2118</b> 1962	<b>2110</b> 1979	<b>1857</b> 1936	<b>21527</b> 17638	22.05%

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# Local Action, National Results: FCM's **Annual Conference & Trade Show** convenes in Toronto

The Federation of Canadian Municipalities convenes municipal elected officials from coast to coast to coast in Toronto









May 28, 2023

Municipal leaders from across Canada gathered in Toronto, Ontario this week for Local Action, National Results: FCM's 2023 Annual Conference and Trade Show. More than 1,500 municipal elected officials gathered to engage national party leaders and representatives, to shape FCM's policy priorities, and to discuss the challenges and the opportunities that come with a rapidly growing Canada.

Through a new series of workshops, study tours and keynotes (including speeches by federal elected officials), municipal leaders discussed their priorities and exchanged ideas to draw a renewed roadmap for a better-working country - one that is ready to reexamine the fiscal framework that currently constrains municipalities.

"Canada's municipal order of government remains the closest to the lives of Canadians", said Scott Pearce, Mayor of Gore, Quebec and FCM President. "Canada is facing so many challenges, but also offers great opportunities. Municipal elected officials are driving local solutions to national challenges, whether it's the need for tools to unlock the right kind of housing supply, tackling chronic homelessness, or addressing core infrastructure. This year's Annual Conference sent a clear message to the country - municipalities are leading."

This year's event featured keynote addresses from Prime Minister Justin Trudeau, Conservative Party of Canada deputy leader Melissa Lantsman, NDP leader Jagmeet Singh, and Green Party leader Elizabeth May. Delegates also had an opportunity to participate in workshop sessions focused on municipal realities, including intercommunity transit, climate adaptation and mitigation, building great community spaces and more. The Plenary stage hosted multiple presentations, including a Rural Plenary session on advocacy in Rural Communities, and a discussion on the need for a new fiscal framework for municipalities.

This programming was delivered against the backdrop of Canada's largest city, with Toronto acting as host to municipal delegates from across the country.

"Toronto was delighted to host FCM's Annual Conference and Trade Show and bring together local leaders from coast to coast to coast. This year's conference has left me with an overwhelming sense of optimism, that together, we can tackle today's most pressing challenges", said Jennifer McKelvie, Deputy Mayor of Toronto. "No 285

matter the size of the municipality, the solution is the same: all governments working together. On behalf of the City of Toronto, I thank FCM for convening this forum to drive meaningful political change."

## FCM's elected leadership

Mayor of the Township of Gore since 2004, Scott Pearce was confirmed in elections today as FCM's new president. Delegates also elected new members to FCM's Board of Directors and its three vicepresidents:

- First Vice-President: Geoff Stewart (Deputy Mayor, Municipality of the County of Colchester, NS)
- Second Vice-President: Rebecca Bligh (Councillor, City of Vancouver, BC)
- Third Vice-President: Tim Tierney, (Councillor, City of Ottawa, ON).

During Saturday's Resolutions Plenary, FCM members also debated and voted overwhelmingly in favour of three key resolutions designed to address some of these modern national challenges:

- Establishing an Urgent Intergovernmental Platform on Mental Health: This resolution calls on the federal government to acknowledge mental health as a national emergency, to commit to tripartite policy discussions aimed at making mental health an integral part of Canada's healthcare system, and developing a comprehensive national mental health strategy.
- Urgent Action Needed to Address the Crisis of Homelessness: This resolution mandates FCM to call on the federal government to provide long-term funding and resource supports for local governments as they address homelessness, to ensure the sustainability of new supportive housing by urging provinces and territories to provide wraparound services, and to create a national strategy to support local efforts to scale up programs such as the Rapid Housing Initiative and Reaching Home.

• New Growth Framework For Municipalities: This resolution firmly declares that Canada needs a modernized fiscal framework for municipalities, that FCM shall lead the development of a Municipal Growth Framework that links municipal financial capacity to factors such as national population growth and economic growth, and that FCM shall call on the federal government to engage with FCM in the development of that framework with a focus on new sources of municipal revenue.

"If there has been one clear call to action through this year's event, it is the message to the federal and provincial orders of government to engage with municipalities in a national conversation regarding a new fiscal framework for municipalities," said Pearce. "From housing to a growing mental health crisis, municipalities are on the front lines of national challenges, but with outdated fiscal tools that are not designed to meet modern challenges. FCM is primed to lead the next steps of this work."

For more information: FCM Media Relations, (613) 907-6395, media@fcm.ca

Homelessness

Municipal finance



24 Clarence Street Ottawa, Ontario K1N 5P3 T. 613-241-5221

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**CAREERS** 

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 From:
 Angela Yenssen (GBCLC)

 To:
 Holly Malynyk

 Subject:
 Proclamation request

 Date:
 May 30, 2023 2:25:57 PM

Attachments: Township of Southqate WEAAD PROCLAMATION.docx

As per our discussion earlier today, I am sending a proclamation request to the Township of Southgate from the Grey Bruce Elder Abuse Prevention Network. The Grey Bruce Elder Abuse Prevention Network is a group of organizations and individuals committed to preventing elder abuse through providing public education about this issue.

The Grey Bruce Elder Abuse Prevention Network is asking municipalities in Grey and Bruce Counties to make a proclamation recognizing World Elder Abuse Awareness Day (WEAAD). WEAAD is observed annually on June 15. WEAAD was officially recognized by the United Nations General Assembly in resolution 66/127 made in December 2011. This resolution was made upon the request of the International Network for the Prevention of Elder Abuse (INPEA). The INPEA first established WEAAD in June 2006. WEAAD represents the one day in the year when the whole world voices its opposition to the abuse and suffering inflicted on some members of our older generations.

The Grey Bruce Elder Abuse Prevention Network is asking the Township of Southgate to make the attached proclamation recognizing WEAAD. The purpose of the proclamation is to raise awareness of the issue of elder abuse in the municipality. Thank you for forwarding this request to the township council.

#### Sincerely,

#### Angela Yenssen (she/her)

Chair, Grey Bruce Elder Abuse Prevention Network Staff Lawyer, Grey-Bruce Community Legal Clinic

945 3<sup>rd</sup> Avenue East, Suite #2 Owen Sound, ON, N4K 2K8

Telephone: 519-370-2200, ext. 33

Fax: 519-370-2110

Email: angela.venssen@gbclc.clcj.ca

Website: <a href="https://www.gblegalclinic.com/">https://www.gblegalclinic.com/</a>
Facebook: <a href="https://www.gblegalclinic.com/gblegalclinic">www.facebook.com/gblegalclinic</a>
Twitter: <a href="https://www.gblegalclinic.com/">www.twitter.com/gblegalclinic</a>

To recognize and affirm the ongoing relationship between Indigenous people and the land in which we reside, I would like to acknowledge that the Grey Bruce Community Legal Clinic is located on the traditional territory of the Saugeen Ojibway Nation formed of the Chippewas of the Nawash and Chippewas of Saugeen First nations.

This electronic transmission is intended only for the person or entity to whom it is addressed and may contain information which is confidential, legally privileged and/or exempt from disclosure under applicable law. Any review, copying, distribution or disclosure of its contents by anyone other than the intended recipient(s) is prohibited. If you have received this e-mail in error, please contact the sender immediately and delete this material from your computer. Thank you.

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# PROCLAMATION WORLD ELDER ABUSE AWARENESS DAY June 15, 2023

Rights Don't Get Old

WHEREAS: Older adults in the Township of Southgate deserve to be treated with respect and dignity and valued as contributing members of society, imparting a wealth of experience and wisdom in our communities; and WHEREAS: The International Network for the Prevention of Elder Abuse proclaimed this day to recognize the significance of elder abuse as a public health and human rights issue; and **WHEREAS:** The United Nations General Assembly officially recognized this day by resolution 66/127 in December 2011; and WHEREAS: The Township of Southgate recognizes the importance of taking action to invest in creating social change, to prioritize the prevention of elder abuse and raise awareness to foster a better understanding of abuse and neglect of older adults and their rights; and WHEREAS: Elder abuse has a significant impact on the lives of older adults and families; and is not limited to race, gender, culture, or circumstance, and regardless of whether the abuse is physical, emotional, sexual, financial or neglect; and WHEREAS: Ageism and social isolation are major causes of elder abuse; and WHEREAS: Recognizing that it is up to all of us, as citizens, organizations, communities, and governments, to work collectively to prevent violence and abuse of older adults in their homes and communities; and WHEREAS: Preventing abuse of older adults through improving and maintaining social and health services and systems such as housing, income security, and safety will improve their quality of life and allow them to live independently and contribute to the vibrancy of our municipality; and WHEREAS: Where there is respect for human rights, equality, and justice there can be no abuse; therefore, all residents of the Township of Southgate are urged to join this global movement to promote the Rights of Older Adults and Stop Abuse and Restore Respect. THEREFORE; I, Brian Milne, Mayor of the Township of Southgate in the Province of Ontario do hereby proclaim June 15, 2023, as World Elder Abuse Awareness Day and encourage all residents of the Township of Southgate to recognize and celebrate seniors and their ongoing contributions to the success and vitality of our municipality. Dated on this \_\_\_\_\_\_ day of \_\_\_\_\_\_, 2023.

Signature

May 5, 2023

Southgate Council

Dear Southgate Council Members and Staff,

Thank you for considering approving The Fifth Annual Dundalk/Southgate Pride Parade! It will be held on June 17<sup>th</sup>. Participants will gather at the Dundalk Park for some opening words of welcome and greetings from various Community members and our Youth and Adult Pride Ambassadors. We would like to extend an invitation to the Mayor to attend and say a few words as well. Of course, it would be tremendous if we saw all of our Councillors at the Pride Parade.

The parade will be a walking parade again this year. The route has not been finalized but we will not be walking on the road and if we cross any streets we will do so at identified crossings and will not interfere with traffic. The route will be shared with Council/Staff prior to the event.

We will again have contests and prizes as we have done in the past. The planning of these contests are still in progress but when complete we will be advertising them through local social media. We are also exploring and evening event to be held at the Legion.

Again, we would like to thank you for your support. We look forward to a fabulous day of Pride celebrations!

In Pride Solidarity,

Kelly Bevan and Kasia Wachmann

**Dundalk Pride Parade Co-organizers** 

From: <u>Committees</u>

To: Lindsey Green; Corrina Giles; jeckenswiller@westgrey.com; msmith@meaford.ca; Patty Sinnamon

**Subject:** Multi-Municipal Long Term Care Working Group - Capacity Expansion

**Date:** May 5, 2023 9:28:34 AM

Attachments: CLS.23.22-Multi-Municipal Long Term Care Working Group - Capacity Expansion - Terms of Reference - Pdf.pdf

#### Good morning,

I am reaching out on behalf of Grey Highlands Council who, following receipt of the attached staff report, passed the following motion at their regular meeting on Wednesday, May 3, 2023:

#### 2023-325

That Council receive staff report CLS.23.22; and

That Council approve the draft Terms of Reference for a renewed Multi-Municipal Long Term Care Working Group - Capacity Expansion in principle for distribution to the neighbouring Municipalities to gauge interest in membership.

CARRIED.

Kindly advise of your respective Council's interest in participating in a Multi-Municipal Long Term Care Working Group, hosted by the Municipality of Grey Highlands, at your earliest convenience. Responses can be sent to <a href="mailto:committee@greyhighlands.ca">committee@greyhighlands.ca</a>.

Responses will subsequently be provided to Grey Highlands Council for review and determination of next steps.

Thank you, Danielle

#### **Danielle Thompson**

- On behalf of -

#### committee@greyhighlands.ca

The Municipality of Grey Highlands

#### **REPORT**

TO: Council

FROM: Raylene Martell

**DATE:** May 3, 2023

**REPORT:** CLS.23.22

Multi-Municipal Long Term Care Working Group - Capacity Expansion -

**SUBJECT:** Terms of Reference

#### RECOMMENDATION:

That Council receive staff report CLS.23.22; and

That Council approve the draft Terms of Reference for a renewed Multi-Municipal Long Term Care Working Group - Capacity Expansion in principle for distribution to the neighbouring Municipalities to gauge interest in membership.

#### **BACKGROUND AND ANALYSIS:**

The original Multi-Municipal Long-Term Care Working Group (MMLTCWG) was established in the fall of 2017 in response to a decision made by Grey County Council recommending the closure and sale of the Grey Gables Long-Term Care facility located in Markdale, and the development of a new amalgamated facility in Durham (Grey County Report LTCR-CW-05-17).

Three municipalities came together to develop a plan of action for Grey Gables and to help facilitate a common strategy among all of the interested parties. The Municipality of West Grey joined the Working Group in March 2019.

In May of 2019, the Working Group formally recognized that the working group's mandate had been achieved by securing Grey Gables as a long-term care home within Grey County's inventory of homes, however recognized there may be a need to reestablish a group dependent on determination of enhancements/beds at Grey Gables.

Recently, on March 1st Meeting the following resolution was passed as a result of a Notice of Motion from Mayor McQueen:

Whereas, during the term of council of 2014-2018 there was a joint committee of council called Multi-Municipal Long Term Care Working Group; and Whereas, it was made up of 2 members from each of the Municipalities Grey Highlands, Town of Blue Mountains and the Township of Chatsworth. Its mandate was to save Grey Gables; and

Whereas, in the early part of 2019, a new motion was carried at the County of Grey to reverse the decision to sell Grey Gables, to keeping it and applying for 62 new LTC beds, which it received approval in Nov of 2020. After this decision was made, the MMLTCWG was disbanded; and

Whereas, on Aug 26, 2021, direction of additional development of LTC was put on hold until such time as Grey County Council decides otherwise and now a new NOM will be coming to the Grey County COW meeting on Feb 23 to open up discussion on the 62 beds and the re-development of Grey Gables; now Therefore be it resolved that the Municipality of Grey Highlands brings back the terms of reference of the Multi-Municipal Long-Care Working Group and moves forward to creating this group once again and inviting our neighbouring Municipalities with the plan of working with the County of Grey to redevelop Grey Gables to a 128 LTC facility as originally planned.

On February 23, 2023, a motion presented by Mayor McQueen at Grey County Council to revisit the discussion of adding the additional 62 long term care beds to the Grey Gables home was deferred to a future meeting of Grey County Council pending completion of the Rockwood Terrace project. At the time of writing this report, this item had not been brought back to County Council.

#### **OPERATIONAL CONSIDERATIONS:**

At the present time it is unknown whether The Blue Mountains, Chatsworth and West Grey are interested in joining the Working Group. Prior to approaching them, staff felt it would be beneficial to have a draft Terms of Reference, approved in principle by the host municipality in order to provide additional information when approaching for membership.

The draft terms of reference attached to this report is a draft only. The final working group terms of reference would be reviewed by the members of the group, and submitted to each appointing Municipality for final approval.

#### **GREY HIGHLANDS STRATEGIC PLAN:**

Considerate Communities - Develop and maintain positive, ongoing relationships with key community partners.

#### **FINANCIAL IMPACT:**

The original MMLTCWG had an operating budget of \$9000 funded by a \$3000 contribution from each of the 3 original founding Municipalities. Staff support was provided by Grey Highlands. All time allocated to this working group was tracked separately. The operating budget for the working group was used to fund the staff support and the communications consultant who prepared the presentations, reports and news releases for the group.

#### STAFFING IMPACT:

A staff support for agenda and minutes will be allocated to the working group from one of the member municipalities. Staff time will be tracked and equally paid for by the membership municipalities as was done previously.

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Staffing hours example: The previous MMLTCWG accumulated 126 hours of staff time spent on the working group from October 2017 - Dec. 2018 for a total of 17 working group meeting during that time period.

#### **ATTACHMENTS OR REFERENCE:**

Draft Terms of Reference attached.

Approved By:	Status:
Raylene Martell, Municipal Clerk	Approved - 17 Apr 2023
Anna McCarthy, Treasurer	Approved - 18 Apr 2023
Karen Govan, Chief	Approved - 25 Apr 2023
Administrative Officer	

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#### Multi-Municipal Long-Term Care Working Group

#### Terms of Reference

Name: Multi-Municipal Long-Term Care Working Group -

Capacity Expansion

**Support:** Administration staff support – agendas and minutes

**Type:** Multi-Municipal Working Group

TOR Established: Approved by working group:

**Amendments:** 

#### **Purpose:**

The purpose of this working group is to work with the County of Grey to come up with a plan to redevelop Grey Gables into a 128 bed Long Term Care Facility as was originally planned.

#### Mandate:

To be a credible voice in expanding Grey Gables to 128 beds and fostering cohesion among the interested parties and municipalities.

To help focus efforts in advocating to expand Grey Gables to 128 beds.

To prepare a report to be presented to the Minister of Health and Long-Term Care to express the concerns of the lack of long term care beds in the area.

#### **Delegated Authority:**

To speak on behalf of the participating municipalities in voicing support for increasing Grey Gables capacity.

#### **Composition:**

The Council of each participating municipality shall appoint 2 members of Council to sit on the working group. A chair and a vice chair are to be chosen from among the appointed Council members from the participating Municipalities.

Additional interested parties or organizations may be requested to attend meetings to provide input and expertise.

Multi-Municipal Long-Term Care Working Group - Capacity Expansion | Page 1 of 2

#### **Lead Department/Reporting Relationship:**

The working group will keep minutes of all meetings. A final report will be prepared by the members of the working group and presented to each participating Council as soon as possible after completion.

#### Administration:

Outside parties will not receive compensation for participation, Council members will receive compensation only as specifically authorized for through their individual municipal policies.

#### Schedule/Location of Meetings:

Meetings will be set once the working group is established. Meeting shall be held virtually. Notice of meetings will be posted on the participating Municipality websites at least 48 hours in advance of the meeting and all meetings are open to the public.

#### **Budget and Financial Report:**

This working group does not have access to municipal funds, however a recommendation from the working group on use of Municipal funds to fund initiatives may be presented to Council for consideration upon request. The working group may request an operating budget allocation from their respective Councils to be authorized for expenditures and staff support.

#### **Special Considerations:**

As this is a "multi-municipal" working group, staff resources for agendas and minutes will need to be shared. The staff time for agenda and minutes support will be tracked and costs shared equally from among the participating municipalities.

Multi-Municipal Long-Term Care Working Group - Capacity Expansion | Page 2 of 2

**298** Page 5 of 5

From: <u>Lindsay Raftis</u>

Subject: Town of Orangeville - Response to Bill 5 - Stopping Harassment and Abuse by Local Leaders Act

**Date:** May 1, 2023 11:14:11 AM

Good morning,

Please be advised that Bill 5 – Stopping Harassment and Abuse by Local Leaders Act, 2022 was considered by Council at its meeting held on April 17, 2023 and the Council adopted the following resolution:

Whereas Bill 5—Stopping Harassment and Abuse by Local Leaders Act, 2022 was introduced in the Ontario Legislature by MPP Stephen Blais through a Private Member's Bill on August 10, 2022;

Whereas the Town of Orangeville and Council are committed to demonstrating good governance and greater accountability to its Code of Conduct and workplace policies;

Now therefore be it resolved:

- 1. That Orangeville Council endorses Bill 5—Stopping Harassment and Abuse by Local Leaders Act, 2022 which would require the Code of Conduct for municipal Councillors and members of local boards to include a requirement to comply with workplace violence and harassment policies and permit municipalities to direct the Integrity Commissioner to apply to the court to vacate a member's seat if the Commissioner's Inquiry determines that the member has contravened this requirement.
- 2. That Orangeville Council expresses its support for Bill 5 by directing the Town of Orangeville Clerk to send this motion to the Premier of Ontario; the Ontario Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario (AMO); the local Members of Parliament (MP's); the local Members of Provincial Parliament (MPP's); the Ontario Big Cities Mayors Caucus (OBCM); the Large Urban Mayors' Caucus of Ontario; the Small Urban GTHA Mayors as well as Dufferin County Municipalities.

Thank you,

Lindsay Raftis | Assistant Clerk | Corporate Services
Town of Orangeville | 87 Broadway | Orangeville, ON L9W 1K1
519-941-0440 Ext. 2242 | Toll Free 1-866-941-0440 Ext. 2215
Iraftis@orangeville.ca | www.orangeville.ca

#### MUNICIPALITY OF PORT HOPE RESOLUTION

Date: 02 May 2023

21/2023

MOVED BY: Courcello Andrews

SECONDED BY: Councilla Pearson

**WHEREAS** Council for the Municipality of Port Hope received correspondence from the Municipality of Chatham-Kent expressing its support for Bill 5 - Stopping Harassment and Abuse by Local Leaders Act;

NOW THEREFORE BE IT RESOLVED THAT Council for the Municipality of Port Hope support the Resolution from the Municipality of Chatham-Kent and express its support for Bill 5 - Stopping Harassment and Abuse by Local Leaders Act which would require the code of conduct for municipal Councillors and members of local boards to include a requirement to comply with workplace violence and harassment policies and permit municipalities and local boards to direct the Integrity Commissioner to apply to the court to vacate a member's seat if the Commissioner's inquiry determines that the member has contravened this requirement;

AND BE IT FURTHER RESOLVED THAT this resolution be circulated to the Honourable Doug Ford, Premier of Ontario; the Honourable Steve Clark, Minister of Municipal Affairs and Housing; the Honourable Stephen Blais, local MPPs and Ontario Municipalities.

Mayor Olena Hankivsky

# CARLOW / MAYO

#### CORPORATION OF THE TOWNSHIP OF CARLOW/MAYO

3987 Boulter Road, Boulter, ON KOL 1GO Tel: (613) 332-1760 Toll Free: 1-866-332-1760 Fax: (613) 332-2175 www.carlowmayo.ca Monday to Thursday 9:00 a.m. to 5:00 p.m.

Jenny Snider CAO/Clerk Township of Carlow/Mayo clerk@carlowmayo.ca

DELIVERED VIA EMAIL

May 3<sup>rd</sup>, 2023

Re: Reducing Municipal Insurance Costs

Please be advised that at the Regular Council Meeting on April 11<sup>th</sup>, 2023, the Township of Carlow/Mayo Council passed the following motion, supporting the resolution from the Council of the Municipality of Chatham-Kent regarding Reducing Municipal Insurance Costs.

Moved By: Pam Stewart

Seconded By: Elson Ruddy
That the Council of the Township of Carlow/Mayo agrees to support the Municipality of ChathamKents resolution for Reducing Municipal Insurance Cost.
-Carried-

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at <a href="mailto:clerk@carlowmayo.ca">clerk@carlowmayo.ca</a>.

Sincerely,
Jenny Snider
CAO/Clerk
Township of Carlow/Mayo
cc: Association of Municipalities of Ontario
All Ontario Municipalities



Municipality of Chatham-Kent Corporate Services Municipal Governance 315 King Street West, P.O. Box 640 Chatham ON N7M 5K8

March 6, 2023

To All Ontario Municipalities

#### Resolution re Reducing Municipal Insurance Costs

Please be advised the Council of the Municipality of Chatham-Kent, at its regular meeting held on March 6, 2023 passed the following resolution:

"Whereas Chatham-Kent has faced multiple double digit increases to insurance premiums over the past years;

And Whereas the costs on insurance are having a significant impact on municipal budgets in Chatham-Kent and around the Province;

Now Therefore, Council direct administration to engage with other municipalities, the Association of Municipalities of Ontario, and any other relevant municipal associations, to determine what tools may be available to reduce insurance costs, including cooperative purchasing of insurance, creation of a municipal reciprocal insurance provider, or legislative changes to address insurance costs to municipalities.

And administration report back to Council regarding the result of this engagement and any recommended Council resolutions to support improvements to municipal insurance in Ontario.

Further that administration be directed to forward this motion to all other municipalities in Ontario seeking support and collaboration on this issue."

If you have any questions or comments, please contact Judy Smith at ckclerk@chatham-kent.ca

Sincerely,

Judy Smith, CMO

Director Municipal Governance/Clerk

C AMO



#### Corporate Services Department Legislative Services Division

VIA E-MAIL

May 5, 2023

Premier Doug Ford Legislative Building Queen's Park Toronto ON M7 A 1 A4

Dear Premier Ford:

#### **RE: Support for School Bus Stop Arm Cameras**

At the Regular Meeting of County Council held on April 20, 2023, Council passed the following resolution as noted in their motion:

THAT Council endorse the letter from the Municipality of South Huron; and THAT Council support the Municipality of North Perth call on the Province to support the implementation of Administrative Monetary Penalties.

Originating correspondence is attached for reference.

Your attention on this matter is appreciated and we look forward to the Province's support.

Sincerely,

Tyler Sager

Manager of Legislative Service/County Clerk

Cc'd:

Attorney General Doug Downey MPP Matthew Rae MPP Minister of Education Stephen Lece AMO

All Ontario Municipalities

**Corporation of the County of Perth** 1 Huron Street, Stratford, ON, N5A 5S4 **t. 519-271-0531 f.** 519-271-6265 **www.perthcounty.ca** 

#### **CORPORATION OF THE MUNICIPALITY OF SOUTH HURON**



322 Main Street South P.O. Box 759

Exeter Ontario NOM 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

www.southhuron.ca

April 12, 2023

Via email: premier@ontario.ca

Premier Doug Ford Legislative Building Queen's Park Toronto ON M7A 1A4

Re: Support for the School Bus Stop Arm Cameras

South Huron Council passed the following resolution at their March 20, 2023 Regular Council Meeting:

That South Huron Council support the resolution of the Council of the Municipality of North Perth to urge the Provincial Government to:

- a) Require all school buses to have stop arm cameras installed and paid for by the Province for the start of the 2023-2024 school year; and
- b) Underwrite the costs for the implementation and on-going annual costs for Administrative Monetary Penalties in small and rural municipalities; and

That this resolution be circulated to Premier Doug Ford, Attorney General Doug Downey, Minister of Education Stephen Lecce, Provincial opposition parties, Mathew Rae and Lisa Thompson MPPs, AMO and all municipalities in Ontario.

Please find attached the originating correspondence for your reference.

Respectfully,

Alex Wolfe, Deputy Clerk Municipality of South Huron awolfe@southhuron.ca

519-235-0310 ext 224

#### Encl.

cc: Attorney General Doug Downey
Minister of Education Stephen Lece
Provincial opposition parties
Mathew Rae MPP
Lisa Thompson MPP
Amo
All Municipalities in Ontario

330 Wallace Ave. N., Listowel, ON N4W 1L3

Phone: 519-291-2950

Toll Free: 888-714-1993

March 14, 2023

The Honourable Doug Ford Premier of Ontario Legislative Building, Queen's Park Toronto, ON M7A 1A1 Via Email: premier@ontario.ca

Dear Premier Ford:

**RE: School Bus Stop Arm Cameras** 

Pleased be advised that the Council of the Municipality of North Perth passed the following resolution at their regular meeting held March 6, 2023:

Moved by Councillor Rothwell Seconded by Councillor Blazek

WHEREAS almost 824,000 students travel in about 16,000 school vehicles every school day in Ontario and according to the Ministry of Transportation's statistics the rate of vehicles blowing by stopped school buses is over 30,000 times every day;

AND WHEREAS the Province of Ontario passed the Safer School Zones Act in 2017 which authorized the use of Automated School Bus Stop Arm Camera Systems to detect incidents where vehicles failed to stop when the school bus was stopped and the stop-arm extended (O. Reg. 424/20);

AND WHEREAS the Association of Municipalities (AMO) working on behalf of all Ontario Municipalities made its submission to the Standing Committee on General Government on May 21, 2019 in support of Administrative Monetary Penalties (AMPs) to be used to collect fine revenue for school bus stop arm infractions and other applications, including Automated Speed Enforcement (ASE) technologies deployed in school and community safety zones;

AND WHEREAS police resources can not be spread any thinner to enforce Highway Traffic Act offences throughout municipalities;

AND WHEREAS the administrative and financial costs to establish the required municipal Administrative Penalty program under the Highway Traffic Act, and its regulations, are substantial and maybe out of reach for small or rural municipalities that have insufficient amounts of traffic to generate the required funds to offset the annual operational costs of a municipal Administrative Penalty program;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of North Perth urges the Provincial Government to:

- a) Require all school buses to have stop arm cameras installed and paid for by the Province for the start of the 2023-2024 school year; and
- b) Underwrite the costs for the implementation and on-going annual costs for Administrative Monetary Penalties in small and rural municipalities;

AND FURTHER THAT this resolution be circulated to Premier Doug Ford, Attorney General Doug Downey, Minister of Education Stephen Lecce, Provincial opposition parties, Mathew Rae MPP, AMO and all municipalities in Ontario.

**CARRIED** 

If you have any questions regarding the above resolution, please do not hesitate to contact me at <a href="mailto:lcline@northperth.ca">lcline@northperth.ca</a>.

Sincerely,

Lindsay Cline,

Clerk/Legislative Services Supervisor

Municipality of North Perth

CC.

Hon. Doug Downey, Attorney General

Hon. Stephen Lecce, Minister of Education

**Provincial Opposition Parties** 

MPP Matthew Rea

Association of Municipalities of Ontario (AMO)

All Ontario Municipalities



#### Corporation of the Municipality of West Grey

402813 Grey Road 4, RR 2 Durham, ON N0G 1R0 519 369 2200

May 8, 2023

**RE: Municipalities Retaining Surplus Proceeds from Tax Sales** 

To whom it may concern:

Please be advised that at its meeting held on May 2, 2023, the council of the Municipality of West Grey considered the above-noted matter and passed Resolution No. R-230502-011 as follows:

"THAT in consideration of correspondence received from the Municipality of Shuniah respecting support of resolution respecting municipalities retaining surplus records from tax sales, council supports the resolution and directs staff to send a letter of support to the Honourable Peter Bethlenfalvy, Minister of Finance; Rick Byers, MPP; the Association of Municipalities of Ontario (AMO) and all Ontario municipalities."

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely

Jamie Eckenswiller, AMP (he/him) Director of Legislative Services/Clerk

Municipality of West Grey

Attachment: Municipality of Shuniah – Municipalities Retaining Surplus Proceeds Tax Sales Resolution

Cc. Honourable Peter Bethlenfalvy, Minister of Finance Rick Byers, MPP for Bruce-Grey-Owen Sound Association of Municipalities of Ontario (AMO) Ontario municipalities



### **COUNCIL RESOLUTION**

SHUNIAH	Resolutio	on No.: 13 8	-23	Date: <u>Apr 11, 2023</u>
Moved By:		YuA		
	eceive and support etaining Surplus Pro			ssex regarding
Peter Bethlenfal	ncil direct the Clerk vy, Minister of Fina unicipalities of Onta	nce, Lise Vaugeois	s, MPP, Kevin H	lolland, MPP,
Carried	☐ Defeated	☐ Amended	☐ Deferre	<b>e</b> d
			Merdy	And Signature
	Municipality of Shuniah.	420 Leslie Avenue, Thunder	Bay, Ontario. P7A 1X8	olynature



The Corporation of the City of Cambridge
Corporate Services Department
Clerk's Division
The City of Cambridge
50 Dickson Street, P.O. Box 669
Cambridge ON N1R 5W8
Tel: (519) 740-4680 ext. 4585
mantond@cambridge.ca

May 10, 2023

**Re: Highway Traffic Act Amendments** 

Dear Ms. Mulroney,

At the Council Meeting of May 9, 2023, the Council of the Corporation of the City of Cambridge passed the following Motion:

WHEREAS speeding on our roads is a major concern in our community,

**AND WHEREAS** speeding can occur in all areas of our community,

**AND WHEREAS** barriers and delays to enforcement pose a danger to our community,

**AND WHEREAS** our municipality has limited resources to implement speed mitigation road design and re-design,

**AND WHEREAS** our local police service has limited resources to undertake speed enforcement,

**AND WHEREAS** s.205.1 of the Highway Traffic Act (HTA) provides that Automated Speed Enforcement systems (ASE) may only be placed in designated community safety zones and school safety zones,

**THEREFORE BE IT RESOLVED THAT**, the City of Cambridge request that the Ontario Government amend s.205.1 of the HTA to permit municipalities to locate an ASE system permanently or temporarily on any roadway under the jurisdiction of municipalities and as determined by municipalities and not be restricted to only community safety zones and school safety zones;

**AND THAT** a copy of this resolution be forwarded to the Ontario Minister of Transportation, the Ontario Minister of Municipal Affairs and Housing, local area MPPs, the Association of Municipalities of Ontario (AMO) and all Ontario Municipalities.



Should you have any questions related to the approved resolution, please contact me.

Yours Truly,

1) Mandan

Danielle Manton City Clerk

Cc: (via email)

Steve Clark, Ontario Minister of Municipal Affairs and Housing

Local Area MPPs

Association of Municipalities of Ontario (AMO)

All Ontario Municipalities

From:

To: <u>ltcminister@ontario.ca;</u> <u>premier@ontario.ca;</u> <u>"amo@amo.on.ca"</u>

Jodi Akins; clerks@sarnia.ca; ckinfo@chatham-kent.ca; info@stthomas.ca; cao@elgin.ca; Cc:

bayham@bayham.on.ca; dwilson@centralelgin.org; hbouw@duttondunwich.on.ca; westelgin@westelgin.net; malahide@malahide.ca; southwold@southwold.ca; clerks@citywindsor.ca; coeinfo@countyofessex.ca; info@lakeshore.ca; info@leamington.ca; inquiry@amherstburg.ca; sbrown@essex.ca; skitchen@kingsville.ca; info@tecumseh.ca; info@pelee.ca; administration@county-lambton.on.ca; jdenkers@brookealvinston.com;  $\underline{administration@lambtonshores.ca;\ leah.klompstra@county-lambton.on.ca;\ petrolia@petrolia.ca;\ info@plympton-lambtonshores.ca;\ leah.klompstra@county-lambton.on.ca;\ petrolia.ca;\ info@plympton-lambton.on.ca;\ petrolia.ca;\ petrolia.ca;$ 

wyoming.ca; clerk@dawneuphemia.on.ca; dmctavish@enniskillen.ca; webmaster@twp.stclair.on.ca; info@warwicktownship.ca; info@villageofpointedward.com; webmaster@london.ca; mivanic@middlesex.ca;

 $\underline{hutson@middlesex.centre.on.ca;}\ \underline{admin@northmiddlesex.on.ca;}\ \underline{info@southwestmiddlesex.ca;}$ mivanic@middlesex.ca; general@strathroy-caradoc.ca; tmichiels@thamescentre.on.ca;

info@adelaidemetcalfe.on.ca; rreymer@lucanbiddulph.on.ca; office@newbury.ca; dbatte@brucecounty.on.ca;

<u>clerk@arran-elderslie.ca</u>; <u>info@brockton.ca</u>; <u>clerk@kincardine.ca</u>; <u>info@northernbruce.ca</u>;

clerk@town.southbruce.on.ca; clerk@saugeenshores.ca; clerk@gananogue.ca; admin@prescott.ca; athens@myhighspeed.ca; info@augusta.ca; mail@twpec.ca; mail@ektwp.ca; admin@frontofyonge.com; info@twprideaulakes.on.ca; reception@uclg.on.ca; reception@merrickville-wolford.ca; info@ottawa.ca; info@casselman.ca; JBrizard@nationmun.ca; mlongtin@hawkesbury.ca; info@alfred-plantagenet.com; info@champlain.ca; llalonde@easthawkesbury.ca; clerk.greffe@russell.ca; spparisien@prescott-russell.on.ca; pembroke@pembroke.ca; info@countyofrenfrew.on.ca; clerk@nalgonawil.com; arnprior@arnprior.ca;

townmail@deepriver.ca; info@laurentianhills.ca; email@petawawa.ca; info@renfrew.ca;

info@admastonbromley.com; admin@eganville.com; info@blrtownship.ca

Subject: RE: Resolution - Use of Long-Term Care Funding to Support Community Care Services

Date: May 10, 2023 3:56:18 PM

Attachments: image001.png image002.png

CA - City of Stratford - Use of Long Term Care Funding to Support Community Care Services.pdf

Dear Minister Calandra,

The Township of Perth South passed the following motion at their regular meeting on May 2, 2023:

Moved by Councillor Jaime Martin Seconded by Councillor Mark Bell

That Perth South Council supports correspondence from the City of Stratford regarding the use of long-term care funding to support community care services. Carried

I have attached the correspondence from the City of Stratford for your information.

Regards,

#### **Lizet Scott**

Clerk Township of Perth South 519-271-0619 x224



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attachments from your system. Thank you.



4800 SOUTH SERVICE RD., BEAMSVILLE, ON L3J 1L3

905-563-2799

May 10, 2023

The Honourable Doug Ford Premier of Ontario Legislative Building, Queen's Park Toronto, ON M7A 1A1

Sent via email: <a href="mailto:premier@ontario.ca">premier@ontario.ca</a>

Dear Honourable Doug Ford:

#### RE: Town of Lincoln Council Resolution - Municipal Heritage Register

Please be advised that Council of the Corporation of the Town of Lincoln at its Council Meeting held on May 8, 2023, passed the following motion:

Resolution Number: RC-2023-58

Moved by: Councillor Lynn Timmers; Seconded by Councillor JD Pachereva

**WHEREAS** the Municipal Heritage Register is an important tool for the recognition, preservation and protection of cultural heritage properties within the Town of Lincoln and throughout the Province of Ontario;

**AND WHEREAS** the Municipal Heritage Register allows municipalities to regulate demolition on properties protected under section 27 of the Ontario Heritage Act, to allow for evaluation of potential heritage value or significance, thereby ensuring that their potential cultural heritage value is preserved for future generations;

**AND WHEREAS** listing a property on the Municipal Heritage Register recognizes a property's potential cultural heritage value, and is generally less complex, time-consuming, and economically burdensome to local municipalities than pursuing the designation of a property as outlined within the existing process, which requires extensive research and documentation;

**AND WHEREAS** the new legislative requirements of the Ontario Heritage Act associated with Bill 23 mandate assessment of all properties on the

Municipal Heritage Register within two years, resulting in need for an unreasonable amount of resources and major budget implications for a local municipality within the short 2-year timeline;

AND WHEREAS the Town of Lincoln has 247 listed properties on the Municipal Heritage Register; and

**AND WHEREAS** the new requirement to remove the listed property after 2 years leaves resources exposed, and unprotected for up to 5 years;

THEREFORE, BE IT RESOLVED that the Council of the Town of Lincoln addresses this resolution to the government of the Province of Ontario, affirming the importance of the Municipal Heritage Register and its role in preserving the cultural heritage of municipalities throughout the Province;

BE IT FURTHER RESOLVED that this Council of the Town of Lincoln encourages the government of the Province of Ontario to maintain the previous provisions of Section 27 of Ontario Heritage Act which promote the retention and expansion of the Municipal Heritage Register, keeping listed properties on the registry indefinitely, rather than for a maximum of 2 years in order to provide adequate time for the municipality to consider the heritage value of properties and, if necessary, initiate the designation process, before they may be demolished, and allowing properties to be relisted within an unlimited timeframe; and

BE IT FURTHER RESOLVED that this Council of the Town of Lincoln circulate this resolution to the municipalities of Ontario for endorsement and circulation to the Province.

CARRIED

If you have any questions, please do not hesitate to contact the undersigned.

Regards.

Julie Kirkelos Town Clerk

jkirkelos@lincoln.ca

JK/dp

C.C. All Municipalities of Ontario

## Municipality of Tweed Council Meeting Council Meeting

Resolution No.

329

Title:

Proposed Resolution Re: Reducing Municipal Insurance Costs

Date:

Tuesday, May 9, 2023



Moved by

J. DeMarsh

Seconded by

J. Palmateer

WHEREAS escalating insurance costs are one of the Municipality of Tweed's priorities; AND WHEREAS the Municipality of Tweed's annual insurance premiums have increased from \$161,441.84 (4.21% of taxes) to \$482,027.08 (10.42% of taxes) from 2017 to 2023, representing an accumulated increase of 298.58% over this period;

AND WHEREAS the annual increases to the Municipality of Tweed's insurance premiums have been one of the most significant constraints in limiting yearly tax levy increases over the past seven years; AND WHEREAS Ontario Municipalities are experiencing higher insurance rates at each renewal with limited access to insurance companies willing to quote on municipal insurance needs;

NOW THEREFORE BE IT RESOLVED that the Council of the Municipality of Tweed calls upon the Province to take action to reduce municipal insurance costs;

AND FURTHER, that this Resolution be forwarded to the Association of Municipalities of Ontario (AMO), the Minister of Finance, the Minister of Municipal Affairs and Housing, MPP Ric Bresee, and all Ontario Municipalities for support.

Carried

## Municipality of Tweed Council Meeting Council Meeting

Resolution No.

328

Title:

Proposed Resolution Re: Bell-Hydro Infrastructure

Date:

Tuesday, May 9, 2023



Moved by

J. Palmateer

Seconded by

J. DeMarsh

WHEREAS poles are essential for deployment of telecommunication and hydro networks across the Province of Ontario;

AND WHEREAS the coordination of pole infrastructure between stakeholders is necessary to limit duplication of servicing infrastructure;

AND WHEREAS the Canadian Radio-Television and Telecommunications Commission recently set expediated timelines for large telephone companies to provide competitors with access to poles to roll out networks more efficiently leading to more competition across Canada;

AND WHEREAS provincial and territorial government are being encouraged to coordinate with service providers and other stakeholders to facilitate sound network deployment;

JOW THEREFORE BE IT RESOLVED that the Municipality of Tweed calls on the Province of Ontario to facilitate, coordinate, and regulate pole deployment measures across the Province of Ontario to prevent unnecessary duplication of pole infrastructure;

AND FURTHER, that the Province of Ontario encourage Bell Canada and Hydro One to work together to provide access for poles to better service the infrastructure needs of Ontarians;

AND FURTHER, that this motion be circulated to the Premier of Ontario, the Association of Municipalities of Ontario (AMO), MPP Ric Bresee, all Ontario Municipalities for support, Bell Canada, Hydro One.

Carried



#### **REGULAR COUNCIL MEETING**

#### **RESOLUTION**

Tuesday, May 16, 2023							
Resolution # RC23133	Meeting Order: 4						
Moved by:	Seconded by:						
M Sattered Topas							
RESOLVED THAT the City of Oxford Courexpressed support for Bill 5 – Stopping Hawhich would require the code of conduct for boards to include a requirement to complete policies and permit municipalities to direct court to vacate a member's seat if the Commember has contravened this requirement;	rassment and Abuse by Local municipal Councillors and me y with workplace violence an the Integrity Commissioner to	Leade mbers of d haras of apply	ers Act, of local ssment to the				
THEREFORE RESOLVE THAT the Counce Wawa support the City of Oxford County are 5 and;							
FURTHERMORE that this resolution be cir the Western Ontario Warden's Caucus and;	•	preser	ited by				
FURTHERMORE, that this resolution be Premier of Ontario; the Honourable Stev Housing; the Honourable Ernie Hardeman, and all Ontario municipalities.	e Clark, Minister of Municipa	al Affai	rs and				
RESOLUTION RESULT	RECORDED VOTE						
CARRIED	MAYOR AND COUNCIL	YES	NO				
DEFEATED	Mitch Hatfield						
☐ TABLED ☐ RECORDED VOTE (SEE RIGHT)	Cathy Cannon Mitch Hatfield						
PECUNIARY INTEREST DECLARED	Jim Hoffmann						
☐ WITHDRAWN	Joseph Opato						
Yant	t and the general nature thereof.		i i				
Disclosed the pecuniary interest and general na and influence.  Clerk:	ame thereof and abstained from the	discussi	on, vote				
MAYOR - MELANIE PILON	CLERK - MAURY O'NEILL						
MATON - WEDANIET IDON	CEERK - MACKI O REIDE	_					

Many Meil m. Rulon



May 10th, 2023

Jocelyn Hay

Via email - jocelyn@jocelynhay.com

RE: Jocelyn Hay - Stopping Harassment and Abuse by Local Leaders Act - request for a letter of support

Please be advised that Bill 5 – Stopping Harassment and Abuse by Local Leaders Act, 2022 was considered by the Council of the municipality of Casselman at its regular meeting, held on May 9th, 2023, and that Council adopt a resolution to support the Bill which require the code of conduct for municipal Councillors and members of local boards to include requirement to comply with workplace violence and harassment policies. Furthermore, the Bill allows municipalities to direct the Integrity Commissioner to apply to the court to vacate a member's seat if the Commissioner's inquiry determines that the member has contravened this requirement.

If you have any questions regarding this matter, please do not hesitate to contact the undersigned at 613-764-3139 Ext 204.

Sincerely.

Genevieve Lajoie

Mayor

Cc: via e-mail

Doug Ford, Premier of Ontario - premier@ontario.ca

Steve Clark, minister of Municipal Affairs and Housing - steve.clark@pc.ola.org

Stephen Blais,



#### REGULAR COUNCIL MEETING

#### RESOLUTION

Tuesday, May 16, 2023

Resolution # RC23135	Meeting Order: 6
Moved by	Seconded by:

WHEREAS the Municipal Elections Act requires all individuals wishing to be a candidate in a municipal or school board election to file Nomination Paper - Form 1 with the municipal clerk and;

WHEREAS the Municipal Elections Act requires all candidates who sought election to a municipal council or school board to file Financial Statement – Auditor's Report Candidate – Form 4 with the municipal clerk and;

WHEREAS Form 1 requires candidates to provide their qualifying address and;

WHEREAS Form 4 requires candidates to list the name and home address of any donor contributing over \$100.00 and;

WHEREAS the Municipal Elections Act specifies that these documents are not protected by the Municipal Freedom of Information and Protection of Privacy Act, and requires the municipal clerk to make Form 4 available on a website and;

WHEREAS there has been concern expressed about those who hold public office and those who support them that they have been the subject of unnecessary attention and excessive scrutiny and;

WHEREAS the requirement to publish the personal home address of donors to specific candidates may discourage individuals from engaging in the democratic process to elect municipal and school board politicians;

THEREFORE, BE RESOVLED THAT the Council of the Municipality of Wawa calls on the Minister of Municipal Affairs and Housing for the Province of Ontario to protect the privacy of candidates and donors by removing the requirement for their street name, number and postal code to be listed on publicly available forms and;

p.2...



#### **REGULAR COUNCIL MEETING**

#### RESOLUTION

**FURTHER THAT** for verification purposes, the addresses of all candidates and all donors over \$100.00 be submitted to the municipal clerk on separate forms that are protected by the Municipal Freedom of Information and Protection of Privacy Act and will not be published and;

**FINALLY THAT** this resolution be forwarded to the Area Members of Provincial Parliament, the Association of Municipalities of Ontario, the Association of Municipal Clerks and Treasurers of Ontario, the Ontario Public School Boards' Association, the Ontario Catholic School Trustees' Association, and all Ontario municipalities.

RESOLUTION RESULT	RECORDED VOTE		
CARRIED	MAYOR AND COUNCIL	YES	NO
☐ DEFEATED	Mitch Hatfield		
☐ TABLED	Cathy Cannon		
RECORDED VOTE (SEE RIGHT)	Mitch Hatfield		
☐ PECUNIARY INTEREST DECLARED	Jim Hoffmann		
WITHDRAWN	Joseph Opato		

#### Disclosure of Pecuniary Interest and the general nature thereof.

Disclosed the	pecuniary	interest	and	general	name	thereof	and	abstained	from	the	discussion,	vote
and influence.												
			_	lork:								

MAYOR - MELANIE PILON	CLERK - MAURY O'NEILL
m. Rilon	Marry Mell

This document is available in alternate formats.



#### **REGULAR COUNCIL MEETING**

#### RESOLUTION

Tuesday, May 16, 2023

Resolution # RC23136	Meeting Order: 7
Moved by:	Seconded by:
( 3V) //	l

WHEŘEAS almost 824,000 students travel in about 16,000 school vehicles every school day in Ontario and according to the Ministry of Transportation's statistics the rate of vehicles blowing by stopped school buses is over 30,000 times every day and;

WHEREAS the Province of Ontario passed the Safer School Zones Act in 2017 which authorized the use of Automated School Bus Stop Arm Camera Systems to detect incidents where vehicles failed to stop when the school bus was stopped and the stoparm extended (0. Reg. 424/20) and;

WHEREAS the Association of Municipalities (AMO) working on behalf of all Ontario Municipalities made its submission to the Standing Committee on General Government on May 21, 2019 in support of Administrative Monetary Penalties (AMPs) to be used to collect fine revenue for school bus stop arm infractions and other applications, including Automated Speed Enforcement (ASE) technologies deployed in school and community safety zones and;

WHEREAS police resources can not be spread any thinner to enforce Highway Traffic Act offences throughout municipalities and;

WHEREAS the administrative and financial costs to establish the required municipal Administrative Penalty program under the Highway Traffic Act, and its regulations, are substantial and maybe out of reach for small or rural municipalities that have insufficient amounts of traffic to generate the required funds to offset the annual operational costs of a municipal Administrative Penalty program and;

p.2...



#### REGULAR COUNCIL MEETING

#### RESOLUTION

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of Wawa urges the Provincial Government to:

- a) Require all school buses to have stop arm cameras installed and paid for by the Province for the start of the 2023-2024 school year; and
- b) Underwrite the costs for the implementation and on-going annual costs for Administrative Monetary Penalties in small and rural municipalities;

**AND FURTHER THAT** this resolution be circulated to Premier Doug Ford, Attorney General Doug Downey, Minister of Education Stephen Lecce, Provincial opposition parties, Mathew Rae MPP, AMO and all municipalities in Ontario.

RESOLUTION RESULT	RECORDED VOTE		
CARRIED	MAYOR AND COUNCIL	YES	NO
DEFEATED	Mitch Hatfield		
☐ TABLED	Cathy Cannon		
■ RECORDED VOTE (SEE RIGHT)	Mitch Hatfield		
☐ PECUNIARY INTEREST DECLARED	Jim Hoffmann		
WITHDRAWN	Joseph Opato		

Disclosure of Pecuniary Interest and the general nature thereof.

Disclosed the pecuniary	interest and	d general	name	thereof	and	abstained	from	the	discussion,	vote
and influence.				Clerk:_						

MAYOR – MELANIE PILON	CLERK – MAURY O'NEILL
m. Pelin	Marry Red

This document is available in alternate formats.



#### Corporation of the Municipality of West Grey

402813 Grey Road 4, RR 2 Durham, ON N0G 1R0 519 369 2200

May 23, 2023

**RE: Support for School Bus Stop Arm Cameras** 

To whom it may concern,

Please be advised that at its meeting held on May 16, 2023, the council of the Municipality of West Grey considered the above-noted matter and passed Resolution No. R-230516-010 as follows:

"THAT in consideration of correspondence received from the Municipality of North Perth respecting school bus stop arm cameras, council supports the resolution and directs staff to send a letter of support to Premier Doug Ford, Attorney General Doug Downey, Minister of Education Stephen Lecce, provincial opposition party leaders, MPP for Bruce-Grey-Owen Sound, Rick Byers, Association of Municipalities of Ontario, and all Ontario municipalities."

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Jamie Eckenswiller, AMP (he/him) Director of Legislative Services/Clerk

Municipality of West Grey

Attachment: Municipality of North Perth – School Bus Stop Arm Cameras Resolution

Cc. Honourable Doug Ford, Premier of Ontario
Honourable Doug Downey, Attorney General
Honourable Stephen Lecce, Minister of Education
Provincial Opposition Party Leaders
Rick Byers, MPP Grey-Bruce -Owen Sound
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities

March 14, 2023

The Honourable Doug Ford Premier of Ontario Legislative Building, Queen's Park Toronto, ON M7A 1A1 Via Email: premier@ontario.ca

Dear Premier Ford:

**RE: School Bus Stop Arm Cameras** 

Pleased be advised that the Council of the Municipality of North Perth passed the following resolution at their regular meeting held March 6, 2023:

Moved by Councillor Rothwell Seconded by Councillor Blazek

WHEREAS almost 824,000 students travel in about 16,000 school vehicles every school day in Ontario and according to the Ministry of Transportation's statistics the rate of vehicles blowing by stopped school buses is over 30,000 times every day;

AND WHEREAS the Province of Ontario passed the Safer School Zones Act in 2017 which authorized the use of Automated School Bus Stop Arm Camera Systems to detect incidents where vehicles failed to stop when the school bus was stopped and the stop-arm extended (O. Reg. 424/20);

AND WHEREAS the Association of Municipalities (AMO) working on behalf of all Ontario Municipalities made its submission to the Standing Committee on General Government on May 21, 2019 in support of Administrative Monetary Penalties (AMPs) to be used to collect fine revenue for school bus stop arm infractions and other applications, including Automated Speed Enforcement (ASE) technologies deployed in school and community safety zones;

**AND WHEREAS** police resources can not be spread any thinner to enforce Highway Traffic Act offences throughout municipalities;

AND WHEREAS the administrative and financial costs to establish the required municipal Administrative Penalty program under the Highway Traffic Act, and its regulations, are substantial and maybe out of reach for small or rural municipalities that have insufficient amounts of traffic to generate the required funds to offset the annual operational costs of a municipal Administrative Penalty program;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Municipality of North Perth urges the Provincial Government to:

- a) Require all school buses to have stop arm cameras installed and paid for by the Province for the start of the 2023-2024 school year; and
- b) Underwrite the costs for the implementation and on-going annual costs for Administrative Monetary Penalties in small and rural municipalities;

AND FURTHER THAT this resolution be circulated to Premier Doug Ford, Attorney General Doug Downey, Minister of Education Stephen Lecce, Provincial opposition parties, Mathew Rae MPP, AMO and all municipalities in Ontario.

**CARRIED** 

If you have any questions regarding the above resolution, please do not hesitate to contact me at <a href="mailto:lcline@northperth.ca">lcline@northperth.ca</a>.

Sincerely,

Lindsay Cline,

Clerk/Legislative Services Supervisor

Municipality of North Perth

CC.

Hon. Doug Downey, Attorney General

Hon. Stephen Lecce, Minister of Education

**Provincial Opposition Parties** 

MPP Matthew Rea

Association of Municipalities of Ontario (AMO)

All Ontario Municipalities

From: Janet Maquire

<u>"minister.mah@ontario.ca"</u>; "<u>paul.calandra@pc.ola.org</u>"; "<u>Helena.Jaczek@parl.gc.ca</u>"; "<u>amo@amo.on.ca</u>"; To:

"311@toronto.ca"; "scarr@gorebay.ca"; "admin@dawneuphemia.on.ca"; "admin@dnetownship.ca";

admin@eganville.com; "admin@frontofyonge.com"; "admin@greatermadawaska.com";

"admin@hiltontownship.ca"; "admin@jocelyn.ca"; "admin@mindenhills.ca"; "admin@nipissingtownship.com"; <u>"admin@northmiddlesex.on.ca"; "admin@porthope.ca"; "admin@puslinch.ca"; "admin@ryersontownship.ca";</u>

"admin@siouxlookout.ca"; "admin@township.southfrontenac.on.ca"; "admin@vianet.ca"; "cao@calvintownship.ca"; "administration@county-lambton.on.ca"; "administration@greenstone.ca"; "administration@lambtonshores.ca"; administration@valharty.ca; adminoffice@gordonbarrieisland.ca;

<u>"alberton@jam21.net"; "alexander.harras@ajax.ca"; "angela.morgan@burlington.ca";</u>

<u>"angie.cathrae@southbrucepeninsula.com"; "arnprior@arnprior.ca"; "asage@northdumfries.ca";</u>

<u>"asimonian@augusta.ca"; "assiginackinfo@amtelecom.net"; "athens@ripnet.com"; "bayham@bayham.on.ca";</u>

"bbonisteel@asphodelnorwood.com", "Ehenley@brucecounty.on.ca", "ccalder@northstormont.ca"; "bdunk@stcatharines.ca"; bknight@huroneast.com; "boyds@middlesexcentre.on.ca"; "brant@brant.ca";

"brenda.fraser@townofkearney.ca"; brentstdenis@gmail.com; "brethour@parolink.net";

"brock@townshipofbrock.ca"; "brucemines@bellnet.ca"; "lwheeler@mapleton.ca"; "burpeemills@vianet.ca"; "annilene@town.minto.on.ca"; "caned@northumberlandcounty.ca"; "cao.clerk@bonfieldtownship.org"; "cao@duttondunwich.on.ca"; "cao@merrickville-wolford.ca"; "cao@swox.org"; caoclerk@stonemills.com; "cbeauvais@municipalityofkillarney.ca"; "cbondy@essex.ca"; "ccoulson@dysartetal.ca"; "ccyr@wawa.cc"; "coulson@dysartetal.ca"; "covr@wawa.cc"; "coulson@dysartetal.ca"; "cao.clerk@stonemills.com; "coulson@dysartetal.ca"; "covr@wawa.cc"; "coulson@dysartetal.ca"; "cao.clerk@stonemills.com; "coulsonemills.com; "coulsonemills.co

"cdoiron@brighton.ca"; "dplumley@frontenacislands.ca"; "centralm@amtelecom.net"; cgendron@moonbeam.ca;

"cgroulx@hawkesbury.ca"; "chapple@tbaytel.net"; cityadmin@owensound.ca; "cityclerk@portcolborne.ca";

"cityhall@cornwall.ca", "cityinfo@barrie.ca", "cityptbo@peterborough.ca"

Subject:

Date: May 26, 2023 3:58:06 PM

Ηi

This is to inform you that on May 24, 2023 The Corporation of The Township of Johnson passed Res: 87-2023 moved by Councillor J. Kern and second by Councillor E. Aelick-Junor that they support Bill 5 Stopping Harassment and Abuse by Local Leaders Act, and encourages other Municipalities in Ontario and across Canada to join us in supporting all and promoting gender equality and women in all areas of society.

Thank you Janet



Janet Maguire Clerk/CAO Johnson Township 705-782-6601 ext 201 jmaguire@johnsontownship.ca



## Corporate Services Department Legislative Services

Sent by Email

May 29, 2023

The Honourable Doug Ford
Premier of Ontario
Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1
premier@ontario.ca

Subject: Re: Resolution – Use of Long-Term Care Funding to Support Community Care Services

Corr. 24-23 File: A-1400

The Council of The Corporation of the City of Pickering considered the above matter at a Meeting held on May 23, 2023 and adopted the following resolution:

- That Corr. 24-23 from Chris Bantock, Deputy Clerk, City of Stratford, dated April 17, 2023, regarding Resolution – Use of Long-Term Care Funding to Support Community Care Services, be received and endorsed; and,
- That a copy of this Resolution be forwarded to The Honourable Premier Doug Ford, The Honourable Paul Calandra, Minister of Long-Term Care, Matthew Rae, Member of Provincial Parliament, Perth-Wellington, The Honourable Peter Bethlenfalvy, Member of Provincial Parliament, Pickering-Uxbridge, the Association of Municipalities of Ontario (AMO), and all Ontario Municipalities.

A copy of the original correspondence is attached for your reference.

Should you require further information, please do not hesitate to contact the undersigned at 905.420.4660, extension 2019.

Yours truly,

Susan Cassel City Clerk

SC:am

Encl.

Copy: The Honourable Paul Calandra, Minister of Long-Term Care

The Honourable Peter Bethlenfalvy, Member of Provincial Parliament, Pickering-

Uxbridge

Matthew Rae, Member of Provincial Parliament, Perth-Wellington

Chris Bantock, Deputy Clerk, City of Stratford The Association of Municipalities of Ontario (AMO)

All Ontario Municipalities
Chief Administrative Officer



City of Stratford Corporate Services Department

Clerk's Office City Hall, P. O. Box 818 Stratford, Ontario N5A 6W1 Tel: 519-271-0250, extension 5237

Email: <u>clerks@stratford.ca</u>
Website: www.stratford.ca

April 17, 2023

Via email: ltcminister@ontario.ca

Ministry of Long-Term Care 6<sup>th</sup> Floor, 400 University Avenue Toronto, ON M5G 1S5

Dear Hon. Paul Calandra:

Re: Resolution – Use of Long-Term Care Funding to Support Community Care Services

At their April 11, 2023 Regular Council meeting, Stratford City Council adopted the following resolution requesting the provincial government to support community driven home care services through the redirect of ministry beds in abeyance funding:

THAT staff be requested to send a letter to the provincial government to endorse the redirect of current ministry beds in abeyance funding towards the support of community care services.

We kindly request your support and endorsement.

Sincerely,

Chris Bantock

Chris Bantock Deputy Clerk

cc: Premier Doug Ford
Matthew Rae, MPP
Association of Municipalities of Ontario
All Ontario municipalities



May 24<sup>th</sup>, 2023

The Honourable David Lametti, PC, MP via email and mail Minister of Justice and Attorney General of Canada 284 Wellington Street Ottawa, ON K1A 0A6

Dear Mr. Lametti,

The Council of the County of Lanark wishes to express its support for legislative measures to help first responders from violence, particularly those found in Bill C-321.

Paramedics and other first responders provide an essential and valuable service in our community and often subject to increased levels of violence due to the nature of their jobs.

It is essential that all levels of government unite to demonstrate the importance of the safety and well-being of all first responders.

Sincerely,

Jasmin Ralph, Clerk

613-267-4200 ext. 1502

Cc: All Ontario Municipalities

Association of Municipalities of Ontario

## The Corporation of the Township of Southgate By-law Number 2023-062

# 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 7, 2023

**Whereas,** Section 5(1) of the Municipal Act 2001, S.O. 2001, c.25, as amended, grants powers of a Municipal Corporation to be exercised by its Council; and

**Whereas,** Section 5(3) of the Municipal Act 2001, S.O. 2001, c.25, as amended provides municipal power, including a municipality's capacity, rights, powers, and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

**Whereas,** it is deemed expedient that the proceedings of the Council Meeting held on [DATE] are confirmed and adopted by By-law;

**Now Therefore** the Council of the Corporation of the Township of Southgate hereby enacts as follows:

- 1. That the actions of the Council of the Corporation of the Township of Southgate at its Council Meeting held on June 7, 2023 in respect to each motion and resolution passed, reports received, and direction given by the Council at the said meeting, are hereby adopted and confirmed.
- 2. That the Mayor and the proper officials of the Corporation of the Township of Southgate are hereby authorized and directed to do all things necessary to give effect to the said action of the Council of the Corporation of the Township of Southgate.
- 3. That the Mayor (or Deputy Mayor) and the Clerk (or Deputy Clerk) are authorized and directed to execute all documents necessary in that behalf and are authorized and directed to affix the Seal of the Corporation of the Township of Southgate to all such documents.
- 4. That this by-law shall come into force and take effect upon being passed by Council.

Read a first, second and third time and finally passed this 7<sup>th</sup> day of June 2023.

Brian Milne - Mayor
Lindsey Green – Clerk