



**Township of Southgate
Council Meeting Agenda**

July 5, 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 presented.

5. Declaration of Pecuniary Interest

6. Delegations & Presentations

6.1 South East Grey Community Health Centre Presentation - Alex Hector and Larry Mann

8 - 25

Be it resolved that Council receive the South East Grey Community Health Centre Presentation for information.

7. Adoption of Minutes 26 - 37

Be it resolved that Council approve the minutes from the June 15, 2023 Special Council Meeting and from the June 21, 2023 Council and Closed Session meetings as presented.

8. Reports of Municipal Officers

8.1 Clerk Lindsey Green

8.1.1 CL2023-017 - Police Service Board Recommendation - Crime Stoppers Donation 38 - 41

Be it resolved that Council receive Staff Report CL2023-017 for information; and

That Council receive the recommendation from the Southgate Police Service Board dated June 20, 2023; and

That Council approve a \$500.00 donation to the Crime Stoppers of Grey Bruce; and

That Council direct staff to advise the Crime Stoppers of Grey Bruce of the Township's Grants, Donations and Funding Policy No. 3 and associated deadlines in advance for 2024 funding opportunities.

8.2 Public Works Manager Jim Ellis

8.2.1 PW2023-028 Holstein Dam, Tree Marking & Culvert Tender Awards 42 - 48

Be it resolved that Council receive Staff Report PW2023-028 for information; and

That Council approves awarding the Holstein Dam Sluiceway Repairs to McLean Taylor Construction Limited in the amount of \$239,506.33, the Tree Marking Services to Eccles Forestry Ltd. in the amount of \$150.00 / hectare and the Culvert tender to J.A. Porter Holdings in the amount of \$132,632.93, all pricing excluding HST.

8.3 Chief Administrative Officer Dina Lundy

8.3.1	CAO2023-006 - Future Focused Roadmap - Strategic Planning	49 - 53
	<p>Be it resolved that Council receive Staff Report CAO2023-009 for information; and</p> <p>That Council awards the contract for the Community Strategic Plan to Wilton Consulting Group at a cost of \$25,500 + HST.</p>	
8.4	HR Manager Kayla Best	
8.4.1	HR2023-011 - Electronic Monitoring Policy	54 - 55
	<p>Be it resolved that Council receive staff report HR2023-011 for information; and</p> <p>That Council approve updates to Policy #93 Electronic Monitoring Policy by Municipal By-Law 2023-068 at the July 5, 2023 Council Meeting.</p>	
8.4.2	By-law 2023-068 Electronic Monitoring Policy No. 93	56 - 59
	<p>Be it resolved that by-law number 2023-068 being a By-law to adopt the "Electronic Monitoring Policy" known as Policy Number 93 and to repeal By-law 2022-152 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.</p>	
8.4.3	HR2023-014 Equity, Diversity and Inclusion	60 - 78
	<p>Be it resolved that Council receive Staff Report HR2023-014 for information.</p>	
8.5	Planner Clinton Stredwick	
8.5.1	PL2023-032 Flato East Phase 9 Site Alteration Agreement Report	79 - 116
	<p>Be it resolved that Council receive staff report PL2023-032 as information; and</p> <p>That Council consider approving the Flato East Phase 9 Site Alteration Agreement dated July 5, 2023; and</p> <p>That Council consider approving the Flato East Phase 9 Site Alteration Agreement dated July 5, 2023 by Municipal By-law 2023-064.</p>	

- 8.5.2 By-law 2023-064 Flato East Phase 9 Site Alteration Agreement** 117 - 131
- Be it resolved that** by-law number 2023-064 being a by-law to authorize the signing of a site alteration agreement between Flato Dundalk Meadows Inc. 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.
- 8.5.3 PL2023-034 Flato East Phase 11 Development Reserve Capacity Servicing Allocation** 132 - 140
- Be it resolved that** Council receive staff report PL20232-034 as information; and
- That** Council consider approving by-law 2023-067 for the allocation of 54 additional equivalent residential units of servicing capacity for Water and Wastewater to the Flato East Phase 11 Commercial and Residential Development Project. Specifically, it will add an additional 54 ERU of water and wastewater capacity to the development. The final allocations for phase 11 will be as follows: 29 ERU's for a commercial use, 96 ERU's for single family dwellings and 81 ERU's for 101 townhomes; and
- That** Council authorize the Mayor and the Clerk to sign the Flato East Phase 11 Development Project Servicing Capacity Allocation Agreement
- 8.5.4 By-law 2023-067 Flato East Phase 11 Reserve Capacity Servicing Allocation** 141 - 145
- Be it resolved that** by-law number 2023-067 being a by-law to authorize an agreement between Flato Dundalk Meadows Inc. 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. By-laws and Motions

None.

10. Notice of Motion

None.

11. Consent Items

11.1 Regular Business (for information)

Be it resolved that Council approve the items on the Regular Business consent agenda dated July 5, 2023 (save and except items _____) and direct staff to proceed with all necessary administrative actions.

11.1.1	FIN2023-0013 Donation, Grant, Sponsorship Funds Available	146 - 147
11.1.2	Councillor Shipston FCM Report	148 - 151
11.1.3	Councillor Shipton OACA Report	152 - 154
11.1.4	2023-04-11 Police Service Board Meeting Minutes	155 - 157
11.1.5	2023-04-26 AAHAC Meeting Minutes	158 - 161
11.1.6	2023-05-24 Public Planning Minutes	162 - 164

11.2 Correspondence (for information)

Be it resolved that Council receive the items on the Correspondence consent agenda dated July 5, 2023 (save and except items _____) as information.

11.2.1	GRCA Members Attendance June 2023	165
---------------	--	------------

11.3 Resolutions of Other Municipalities (for information)

Be it resolved that Council receive the items on the Resolutions of other Municipalities consent agenda dated July 5, 2023 (save and except items _____) as information.

11.3.1	Town of Fort Frances - Opioid Crisis Resolution	166 - 167
---------------	--	------------------

Original Resolution for Opioid Crisis Resolution Request for Support from the June 21, 2023 meeting discussion regarding item 11.3.5. Bonfield Township Resolution of Support for Opioid Crisis

11.3.2	City of Quinte West - Legislative Amendments to Improve Municipal Codes of Conduct - received June 19, 2023	168 - 169
11.3.3	Municipality of Shuniah - Bill 3 - received June 22, 2023	170
11.3.4	Municipality of North Perth - Vacant Building Official Positions - received June 26, 2023	171 - 172
11.3.5	City of Woodstock - Highway Traffic Act Amendments - received June 27, 2023	173 - 174
11.3.6	Town of Fort Erie - Support Bill 97 Renovictions - received June 28, 2023	175 - 177
11.3.7	Town of Petrolia - Increase of Licensed Child Care Spaces - received June 29, 2023	178 - 179

11.4 Closed Session (for information)

None.

12. County Report

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

13. Members Privilege - Good News & Celebrations

14. Closed Meeting

Be it resolved that Council proceed into closed session at [TIME] in order to address matters relating to Personal Matters About an Identifiable Individual, Including Municipal or Local Board Employees (Sec 239(2)(b)) (Subject: update re property sale agreement), Litigation or Potential Litigation (Sec. 239(2)(e)) (Subject: update re: ongoing litigation), Personal Matters About an Identifiable Individual, Including Municipal or Local Board Employees (Sec 239 (2)(b)) (Subject: CAO Review); and

That HR Manager Kayla Best, Clerk Lindsey Green and Chief Administrative Officer Dina Lundy remain in attendance, as required.

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

14.1 Personal Matters About an Identifiable Individual, Including Municipal or Local Board Employees (Sec.239(2)(b)) (Subject: update re property sale agreement)

- 14.2 **Litigation or Potential Litigation (Sec. 239(2)(e)) (Subject: update re: ongoing litigation)**
- 14.3 **Personal Matters About an Identifiable Individual, Including Municipal or Local Board Employees (Sec 239 (2)(b)) (Subject: CAO Review)**

15. Confirming By-law

180

Be it resolved that by-law number 2023-069 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 July 5, 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].

Schedule A – Request to Appear as a Delegation

I wish to appear before Council on:

(Please print clearly)

CONTACT NAME: Alex Hector	
Additional Speaker: Larry Mann	
ADDRESS: [REDACTED]	
POSTAL CODE: N0C1H0	E #: [REDACTED]
E-MAIL ADDRESS:	

New Delegation

1. Key points of my delegation are as follows: (please attach full presentation)

Present to Council how a CHC is different from a Family Health Team and how we bene

-
2. The desired action of Council that I am seeking on this issue is (Please be aware that Council will not make a decision on your item at this meeting, but a member may take the information under advisement for a Notice of Motion at a subsequent Council meeting):

Additional Delegation Information

I wish to submit the following additional information since I was a delegation at the Council meeting. My new information is as follows: (please attach full presentation)

Note - if an individual appears as a delegation before Council, a further delegation from the same individual concerning the same topic(s) will not be permitted unless there is *significant* new information to be brought forward, subject to approval by the Clerk. Specific new information must be identified on this form and/or attached for approval.

Terms - requests to appear before Council must be received in writing (and signed by at least one person) by the Clerk before 12:00 noon pm on the Wednesday immediately preceding the scheduled Council meeting, complete with a copy of the presentation materials as detailed in the delegation protocol. Failure to provide the required information on time will result in a loss of privilege to appear as a delegation.

I have read and understand the delegation protocol attached to this form and acknowledge that the information contained on this form, including any attachments, will become public documents and listed on Southgate's meeting agendas.

I also understand that presentation materials must be submitted with this delegation form. Electronic signed presentations must be e-mailed to agenda@southgate.ca no later than 12:00 noon on the Wednesday immediately preceding the meeting.

I also understand that if the materials contain any obscene or improper matter, language or does not meet the requirements of the delegation protocol, the Clerk shall decide whether it shall be included in the agenda for a Council meeting and if not, I will be notified.



Signature

Feb 14, 2023

Date



Signature

Feb 14, 2023

Date

Please direct any queries to the Municipal Clerk (519) 923-2110 ext. 230,
1-888-560-6607 Fax: (519) 923-9262

Approval

Council Date: July 5, 2023

Municipal Clerk Initials: LG

Township of Southgate Delegation Protocol

The purpose of the delegation process is to allow residents to make their views known to Council. Council values and welcomes input, comments and constructive suggestions. Since Council generally has to consider a large number of issues and concerns at any given time, the following protocol is to be observed:

1. In accordance with the Township of Southgate Procedure By-law, a delegate shall be allowed to speak for ten (10) minutes.
2. A delegation shall consist of no more than two (2) persons with a total speaking time of not more than ten (10) minutes. When a number of people are to appear representing one viewpoint or interest group, it is expected that the group be represented by a spokesperson, and/or submit written submissions.
3. When called upon by the Chair at Council meetings, the delegation (speaker) should proceed immediately to the podium or table in the Council Chambers.
4. Speakers are asked to keep their remarks as brief as reasonably possible. Comments when stated in a clear, concise and factual manner are very much appreciated.
5. In order to reduce the possibility of any misunderstanding and to facilitate necessary follow-up, the Clerk shall be provided with a written copy of the presentation, which will become part of the official corporate records. If you intend to read from a prepared text, a copy of this text must be filed with the Clerk with your original request to appear as a delegation. If you do not intend to read from a prepared text, all key points that you wish to cover must be included with your request. If additional information is to be provided at the meeting, 12 copies shall be supplied to the Clerk prior to the meeting start time for circulation.
6. Discussion topics, other than the subject matter of the written request to appear as a delegation, will not be permitted. Further, subsequent delegations on the same topic, without significant new information, will not be permitted.
7. Persons addressing Council shall confine their remarks to the business stated in their written request to be heard, and such shall be presented in a respectful and professional manner, and their conduct shall be governed by the provisions set out in the Procedure By-law.
8. Council members may ask questions for clarification purposes. Statements from Council members or debate on the issue are not permitted at this stage. The matter will be referred to staff to prepare a report with a recommendation. Debate as required would take place after receiving the staff report.
9. Delegations will not be permitted on items that will be the subject to an upcoming public meeting pursuant to the Planning Act, unless exceptional circumstances apply, which have been reviewed and approved by Council. Persons should present their concerns and opinions at the scheduled public meeting where their comments can be considered along with all other submissions. Delegations or presentations to Council after the public meeting has been completed and before Council has made its determination will not be permitted.

Township of Southgate Council Presentation

South East Grey Community Health Centre

Our Vision: *Healthy People, Vibrant Communities*

Our Mission: *To Help People and Communities Achieve Health
and Well Being*

July 5, 2023

Delegation Objectives

- Provide information to Mayor and Council on what the South East Grey CHC does, how it operates and the benefits it brings to the community
- Provide an update on programs being funded by the Township
- Express our appreciation for the ongoing support being provided

Executive Summary

- We are an interdisciplinary healthcare and community development organization operating from four locations; Chatsworth, Markdale, and Dundalk (2).
- Our health professionals act as the first contact and principal point of continuing care for patients within the healthcare system in conjunction with the hospital which provides emergency and secondary care (specialists, surgery etc.). We coordinate other specialist care that the patient may need. Our health professionals team includes MD's, NP's, Dietitians, Social Workers, Physiotherapists, and Chiropodist. We also have a small group of health professionals who develop strategies and programs designed to keep people healthy and involved.
- Our operations are underpinned by a small and extremely capable team of dedicated medical administration and nursing professionals
- Our focus is on community health and wellbeing. We focus on the social determinants of health (i.e. food insecurity, social exclusion, social safety network to name just a few), and we are community governed – like a hospital.
- We fall under the supervision of Ontario Health West.
- We support our community by providing primary care (Physicians and Nurse Practitioners) to over 7500 rostered clients in our catchment area.
- We focus on providing care and services to vulnerable community members such as seniors, youth, clients with mental health and addiction challenges and new parents and babies.
- CHC provides community members with services such as social work, physiotherapy, nutrition and footcare – care that is delivered close to home
- Established in October 2011 we are into our 12th year of operation.
- Our team consists over 50 employees making us a significant employer in the region
- In 2022/23 we provided 52,071 patient visits to 12,286 patients.

Executive Summary (cont'd)

- In Southgate we operate in two locations:

The Erskine

- Joint venture agreement with Presbyterian Church and the Township of Southgate (CHC is lessee on a rent free basis, Township provides funding for utilities and is not party to the lease)
- 1 SW, RD – operating 2 days per week
- Programs offered 5 days per week

The Clinic

- Currently in rented space in the Lions Club building
- 1 MD, 3 NP's – operating 4 days a week
- An application for capital to build a new location on former railway lands in Dundalk is currently in process-
thank you to the Township of Southgate for strong support and advocacy for this project

- We receive annual funding from the Ministry of Health through Ontario Health West- \$5 million in 2020/21. **Funding for programs is not provided by the Ministry.**
- We design and deliver programs to support Seniors, Anabaptist Community, and Youth as well as the public at large. Our programs also help improve and maintain mental health
- We also partner either through programs or the use of our spaces with outside organizations such as JunCtian Community Initiatives, Upper Grand District School Board, Paramed, South East Grey Support Services- New Directions, YMCA Settlement Services, YMCA Employment Services, CMHA, and Oshare to name just a few.

Executive Summary (cont'd)

- The 2016 Census shows that there are ~7,350 Southgate residents of which 2,665 are 60 years of age or older ~ 36.2% of the population of Southgate is over the age of 60 versus Ontario average of 19%.
- The medical needs and program requirements of each age group differ and become more complex as residents age.
- According to the World Health Organization, social isolation can put seniors at greater risk of death than factors such as obesity, physical inactivity and smoking.
- Demographics of our catchment area result in programs playing a very important role with community health and mitigating social isolation. Between April 2022 to March 2023, our programs have been utilized by 18,748 participants through 1,633 sessions.
- The need and demand for program related support is growing due to an aging population and the ongoing impact of the pandemic on the population's mental health.
- Programs assist with overall feelings of wellness through physical activity, social interaction, nutrition, creating a sense of being welcome and feelings of belonging and being cared for.
- Funding for programs is currently being provided by:
 - Grey Highlands \$50,000
 - Southgate \$25,000
 - Melancthon \$5,000

Thank you for your support!!

Executive Summary (cont'd)

We provide a wide array of programs

Participants do not need to be a client of the CHC

All community members are welcome!

Group Name	No of Sessions	Total Participants
2SLGBTQ+ Connection 2022-2023	10	36
Adult only skates with the Municipality of Grey Highlands	42	188
Backpack Program 2022	6	28
Beginner 4 week yoga session - March/April 2023	2	16
Check In & Chat 2022	19	49
Community Cafe - Dundalk April 2022	47	539
Community Closet Fall 2022	2	18
Community Garden Dundalk Park 2022	2	10
Community Garden Markdale 2022	2	16
Community Walk Dundalk Dec 2022	1	2
Community Walk Markdale December 2022	1	21
Cornhole afterschool program Oct 2022	3	49
Creativity and Wellness	1	5
Family and Friends Holiday Fun	1	90
Free Fresh Produce	32	786
Free Fresh Produce Markdale 2022-2023 Sept - Mar	25	385
Gentle Fit Chair Fitness - Dundalk 2022-2023	49	401
Gentle Fit Chair Fitness - Markdale 2022-2023	73	631
Gentle Fit Chair Fitness - online 2022 - 2023	38	96
Good Food Box Token Program 2022-2023 Dundalk	11	878
Good Food Box Token Program 2022-2023 Markdale	11	462
Grey Bruce Alzheimers - Understanding Dementia	1	35
Household Pantry Program	19	344
Income Tax 2022	62	313
Income Tax 2023	26	245
indoor walking program - Dundalk April 2022 start	17	88
indoor walking program - Flesherton 2022 April start	43	190
Line Dancing 2022-2023	9	158
Line Dancing March June 2023	2	80
Margaret Elizabeth Apartment Nutrition Education Program	1	3
Markdale Family Day Activities 2023	1	200
Markdale Pickleball April 2022	86	620
Nutrition Presentations	14	162
Open Gym 2022 April start	244	1924
Pickleball 101 Feversham April 2022	4	36
Pickleball 101 Markdale Jun/July 2022	4	27
Pickleball 101 Markdale Sept/Oct 2022	3	16
Pickleball 2022 October Osprey	237	2136
preschool skates with Grey Highlands	57	247
Seed Starting Markdale April 2022	1	9
social group/pool group - May 2022	34	293
Summer Lunches Dundalk 2022	9	611
Tai Chi - (in person) - New beginners Thursdays, 2022	49	339
Tai Chi - Continuing Monday	43	246
Thrive with Diabetes 2023 March	4	28
Walking- Indoor/Outside Markdale	42	247
Yoga - Instructor Led (Dundalk) 2022 - 2023	44	421
Yoga - Instructor Led (Markdale) 2022 - 2023	34	458
Yoga - Online 2022 April	39	349
youth time in the gym	1	2
YUM 2022-2023 Sept-Mar	57	2192
YUM April 2022	50	1697
Zumba - Markdale Fall 2022	9	104
Zumba - Markdale Winter 2023	9	222
Grand Total	1633	18748

Thank You!

QUESTIONS?

FOLLOW US!

FACEBOOK: SOUTH EAST GREY COMMUNITY HEALTH CENTRE

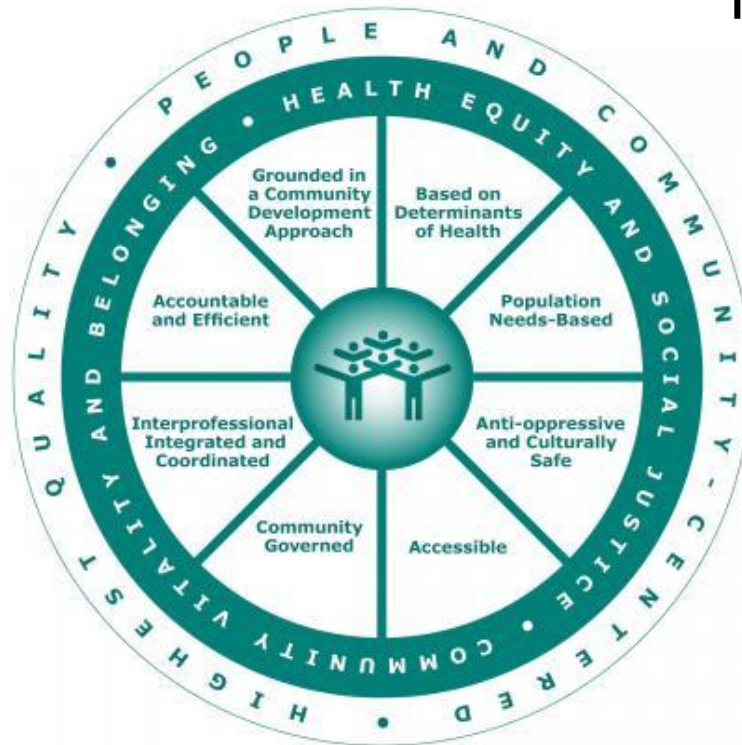
INSTAGRAM: SEGCHC

SIGN UP FOR OUR NEWSLETTER: INFO@SEGCHC.CA

Appendix 1 - How We Operate

- The SEGCHC is an incorporated charitable entity and as such, we are guided by the principles associated with being both
- We receive annual funding from the Ministry of Health through Ontario Health West- \$5 million in 2022/23
- Funding for programs is not provided by the Ministry
- We adhere to the reporting requirements as set out by
 - MOHLTC, OHRS, MIS and Program Specific Reporting
 - OH West - M-SAA, CAPS
- We have a volunteer Community Board of Directors
- We have an Accountability Framework

Appendix 1 - How We Operate (cont'd)



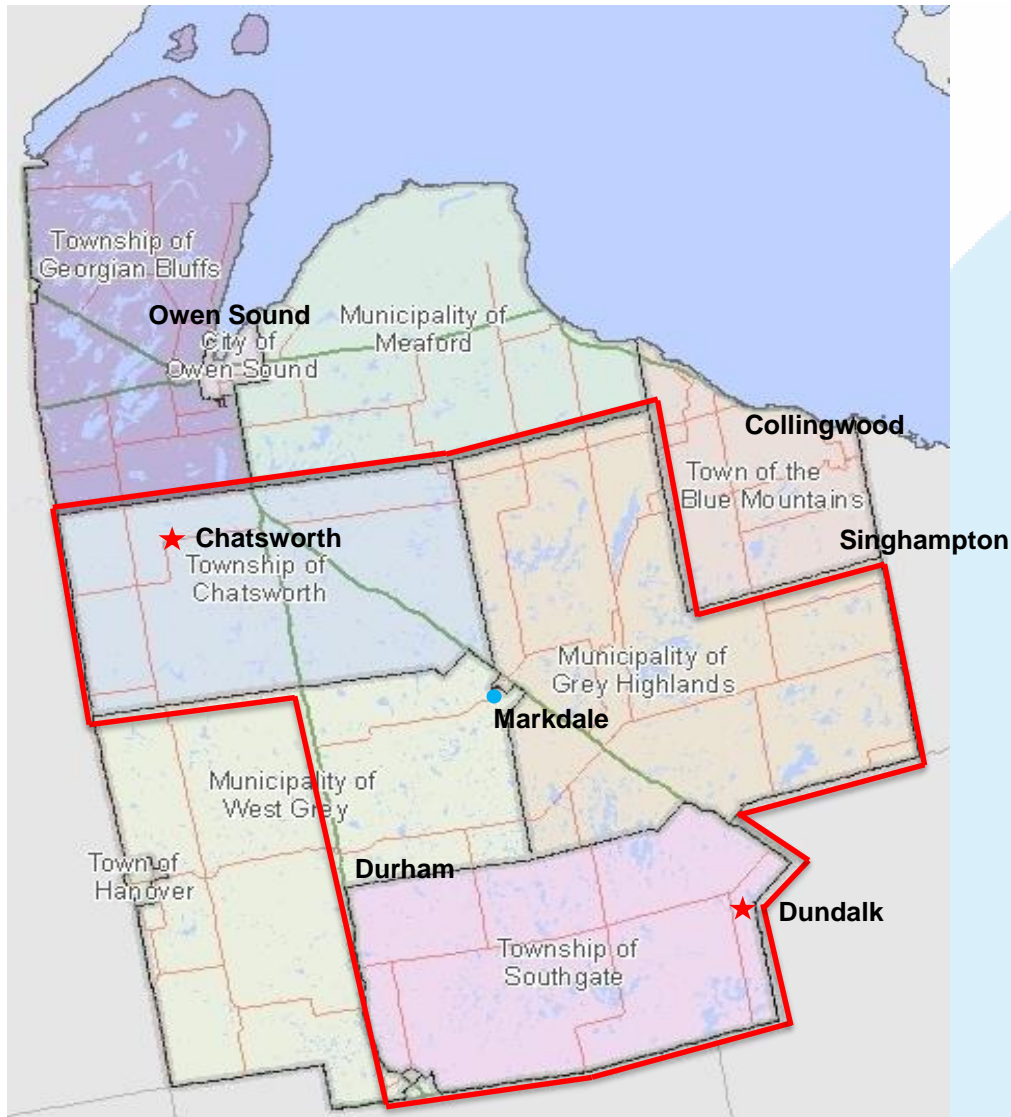
The Model of Health and Wellbeing

- Grounds the SEGCHC in all of the work that we do
- Part of the M-SAA requirement
- Evidence-based system designed to focus SEGCHC on core principles for the delivery of inter-professional primary care and community development

Appendix 2 - How are we Different?

- Unlike a FHT or a FHG, we do not bill OHIP. We have a base budget and negotiated performance targets based on a SAMI score which is a way to measure patient morbidity. For example:
 - A full time family physician working from a FHT or FHG might have 1,200 patients rostered
 - A CHC full time NP or MD would have 1,200 / SAMI index or about 700 patients each
 - A FHT SAMI = 1.0 SEGCHC SAMI = 1.58
- We are staffed with physicians and nurse practitioners but our NPs actually roster their own patients.
- We are very fortunate to have a multi-disciplinary team of allied health professionals.
- Our focus is on community health and wellbeing.
- We focus on the social determinants of health.
- We are community governed – like a hospital.
- We fall under the supervision of Ontario Health West

Appendix 3 - Our Catchment Area



- The South East Grey Community Health Centre geography consists of the Township of Chatsworth, the Municipality of Grey Highlands, the Township of Southgate and part of West Grey
- The population of this area is ~ 35,000
- The area is approximately 7,500 km² or about the size of the GTA

Our Clients

- Seniors, youth, newcomers, clients with mental health and addiction challenges and new parents and babies.
- People who are marginalized, families living in poverty and/or with housing or food security problems
- People with physical and mental disabilities
- Farm families

Appendix 4 - Our Locations

- Markdale – *main site*
 - Operates 5 days per week
 - 20,000 ft², primary care and inter-professional primary care team
 - Rural health hub
- Chatsworth – *satellite site*
 - Partnership arrangement with Township of Chatsworth
 - 1 NP, SW, RD – operating 2 days per week
 - Focus on the Mennonite population
- Dundalk – *satellite site – The Erskine*
 - Partnership arrangement with Township of Southgate and the Erskine Presbyterian Church
 - 1 SW, RD – operating 2 days per week
 - Programs offered 5 days per week
- Dundalk – *second site- The Clinic*
 - Currently in rented space in the Lions Club building
 - 1 MD, 3 NP's – operating 4 days a week

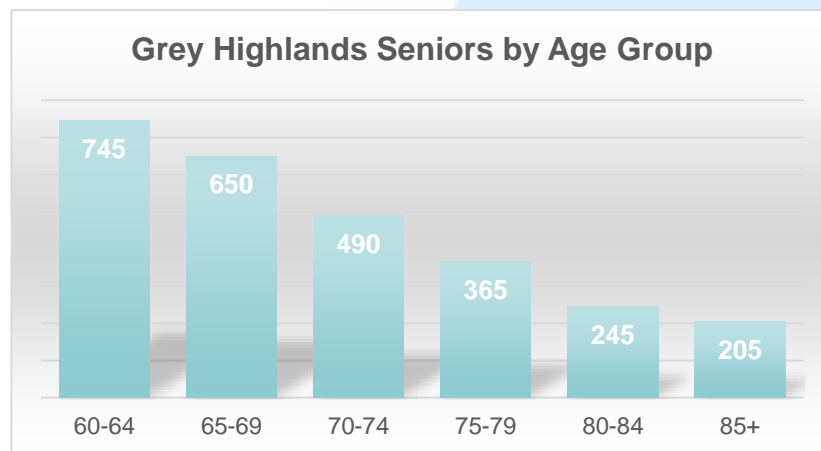
Appendix 5 - The Community We Serve

Current Activities

- Established a Rural Health Hub in Markdale with partners (CMHA, Keystone, Grey County Social Services, YMCA Employment Services, GBPHU Dental (Healthy Smiles and Seniors Dental) located on site
- Seasonal vaccination clinics; collaborate with Chapman's for workplace vaccine clinics
- Seeking approval for capital funds to construct a new facility on land donated by Southgate and Grey County- a similar rural health hub is envisioned
- We provide primary care to residents of Participation Lodge
- Our inventory of community programs is in high demand across the lifespan
- Focused efforts on the Anabaptist Community has led to a rostering of 500± patients and services which include palliative care
- Exploring Midwifery Services to offer care closer to home; prenatal care improves health outcomes for mother and newborn.
- Community health education is offered at local daycares, libraries, seniors groups and more.
- Service priority and hard to reach populations such as elderly, pregnant persons, persons with mental health and addiction challenges, persons living in poverty
- Provide access to many specialty medical services on site such as Orthopedic surgeon, Medical internist, child and adult psychiatry services

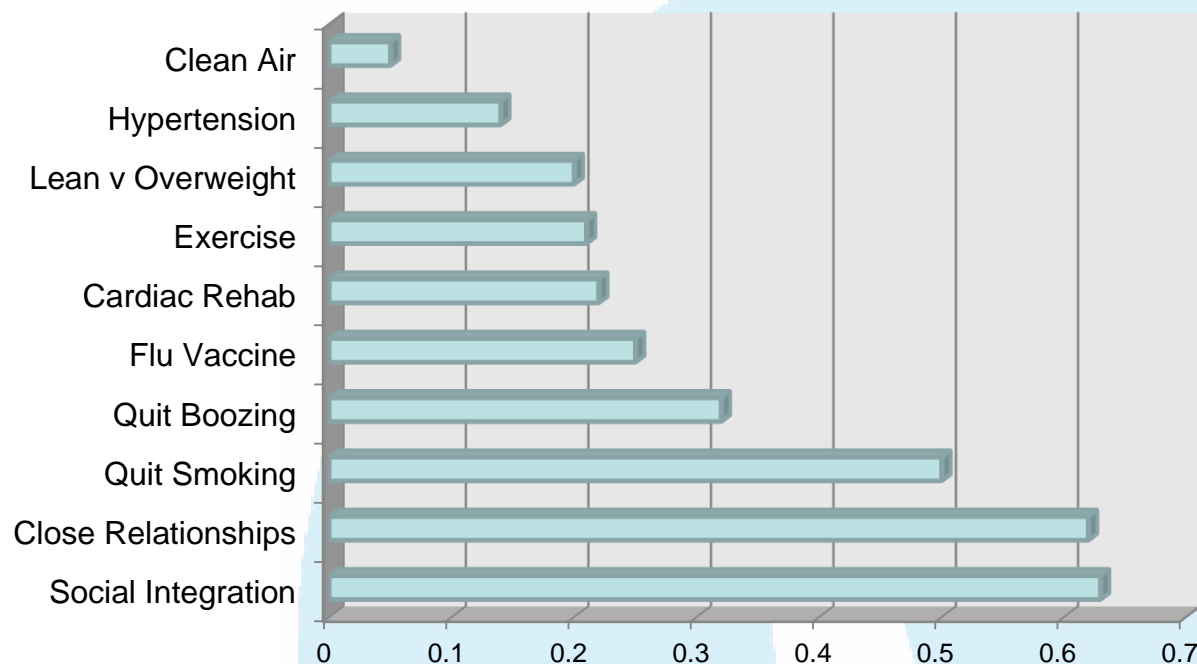
Appendix 6 - GH Seniors Demographic

- The 2016 Census shows that there are ~7,350 residents of Southgate of which 2,665 are 60 years of age or older
- Therefore 36.2% of the population of Southgate is over the age of 60
- The service and program requirements of each age group differ and become more complex as residents age



Source: Statistics Canada 2016 Census

Appendix 7 - Staying Alive



According to the World Health Organization, social isolation can put seniors at greater risk of death than factors such as obesity, physical inactivity and smoking



Township of Southgate

Minutes of Special Council Meeting

June 15, 2023

8:30 AM

Township of Southgate - Bus Tour

Members Present: Mayor Brian Milne
Deputy Mayor Barbara Dobreen
Councillor Jason Rice
Councillor Jim Ferguson
Councillor Joan John
Councillor Monica Singh Soares (left at 1:14 PM)

Members Absent: Councillor Martin Shipston

Staff Present: Dina Lundy, Chief Administrative Officer
Lindsey Green, Clerk
Jim Ellis, Public Works Manager
Adam Mighton, Treasurer
Bev Fisher, Chief Building Official
Derek Malynyk, Fire Chief
Kayla Best, HR Manager
John Watson, Public Works Foreman & Fleet Manager
Cory Henry, Water and Wastewater Lead Hand

Note: This Special Meeting of Council was held on a bus that toured throughout the Township for the meeting duration, for the purposes of a 'roads tour' that highlighted infrastructure conditions and issues and plans for capital projects and maintenance.

1. Call to Order

Mayor Milne called the meeting to order at 9:07 AM.

2. Confirmation of Agenda

No. 2023-267

Moved By Deputy Mayor Dobreen

Seconded By Councillor Ferguson

Be it resolved that Council 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. Reports of Municipal Officers

4.1 Public Works Manager Jim Ellis

4.1.1 PW2023-027 Southgate Transportation and Public Safety Roads and Infrastructure Bus Tour

No. 2023-268

Moved By Councillor Rice

Seconded By Councillor Ferguson

Be it resolved that Council receive Staff Report PW2023-027 for information; and

That Council authorize Public Works Manager Jim Ellis to proceed with information regarding all locations to be visited; and

That Council waive procedure by-law item 22.6 to allow for an extended discussion period.

Carried

Deputy Mayor Dobreen moved the following motion.

No. 2023-269

Moved By Deputy Mayor Dobreen

Seconded By Councillor Rice

Be it resolved that Council proceed past noon.

Carried

Councillor Singh Soares left the meeting at 1:14 PM and did not return.

5. Confirming By-law

No. 2023-270

Moved By Deputy Mayor Dobreen

Seconded By Councillor John

Be it resolved that by-law number 2023-063 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 June 15, 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

6. Adjournment

No. 2023-271

Moved By Councillor Ferguson

Seconded By Councillor Rice

Be it resolved that Council adjourn the meeting at 2:35 PM.

Carried

Mayor Brian Milne

Clerk Lindsey Green



Township of Southgate

Minutes of Council Meeting

June 21, 2023

1:00 PM

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, Chief Administrative Officer
Lindsey Green, Clerk
Jim Ellis, Public Works Manager
Clinton Stredwick, Planner
Kayla Best, HR Manager
Holly Malynyk, Legislative Assistant

1. Call to Order

Mayor Milne called the meeting to order at 1:00 PM.

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

No members of the public spoke at open forum.

4. Confirmation of Agenda

No. 2023-272

Moved By Councillor Shipston

Seconded By Councillor John

Be it resolved that Council confirm the agenda as presented.

Carried

5. Declaration of Pecuniary Interest

Mayor Milne declared a conflict of interest on item 8.2.1 - HR2023-010 - Admin Staff Review due to a family member and did not participate in the discussion or voting of the item.

6. Delegations & Presentations

6.1 Presentation of Good Roads 32 Years in Service Award to Phil Wilson

Congratulations to retired Township of Southgate employee Phil Wilson for receiving the Good Roads 32 Years in Service Award.

7. Adoption of Minutes

No. 2023-273

Moved By Councillor Ferguson

Seconded By Councillor Shipston

Be it resolved that Council approve the minutes from the June 7th, 2023, Council and Closed Session meetings as presented.

Carried

8. Reports of Municipal Officers

8.1 Chief Administrative Officer Dina Lundy

8.1.1 CAO2023-008- Olde Town Hall Sale

Moved By Councillor John

Seconded By Councillor Ferguson

Be it resolved that Council receive Staff Report
CAO2023-008 for information; and

That Council direct staff to re-list the property for sale.

Councillor Singh Soares moved the following amendment
to the main motion.

Amendment:

No. 2023-274

Moved By Councillor Singh Soares

Seconded By Deputy Mayor Dobreen

Be it resolved that Council amend the motion to add a
third clause that states "**That** staff continue to look for
opportunities to work with the public on finding ways to
keep the theatre open and include the community benefit
in the RFP."

Carried

Motion as Amended:

No. 2023-275

Moved By Councillor John

Seconded By Councillor Ferguson

Be it resolved that Council receive Staff Report
CAO2023-008 for information; and

That Council direct staff to re-list the property for sale;
and

That staff continue to look for opportunities to work with
the public on finding ways to keep the theatre open and
include the community benefit in the RFP.

Carried

8.2 HR Coordinator Kayla Best

8.2.1 HR2023-010 – Admin Staff Review

Mayor Milne declared a conflict of interest on item 8.2.1 - HR2023-010 - Admin Staff Review due to a family member, relinquished the Chair, and did not participate in the discussion or voting of the item.

Deputy Mayor Dobreen assumed the Chair.

No. 2023-276

Moved By Councillor Shipston

Seconded By Councillor Ferguson

Be it resolved that Council receive Staff Report HR2023-010 for information; and

That Council approve updated job descriptions and corresponding pay grid movements.

Carried

Mayor Milne assumed the Chair.

9. By-laws and Motions

None.

10. Notice of Motion

None.

11. Consent Items

11.1 Regular Business (for information)

No. 2023-277

Moved By Deputy Mayor Dobreen

Seconded By Councillor Ferguson

Be it resolved that Council approve the items on the Regular Business consent agenda dated June 21, 2023 and direct staff to proceed with all necessary administrative actions.

Carried

11.1.1 PW2023-027 Department Report

11.2 Correspondence (for information)

No. 2023-278

Moved By Councillor John

Seconded By Councillor Singh Soares

Be it resolved that Council receive the items on the Correspondence consent agenda dated June 21, 2023 (save and except items 11.2.4) as information.

Carried

11.2.1 TOARC 2022 Annual Report

11.2.2 Ministry of Natural Resources and Forestry - Streamlining of Approvals under the Aggregate Act - received June 14, 2023

11.2.3 SMART Board Minutes - Apr 28 2023

11.2.4 Grey County Truck Show 2023 Sponsorship Package

Deputy Mayor Dobreen moved the following motion.

No. 2023-279

Moved By Deputy Mayor Dobreen

Seconded By Councillor Shipston

Be it resolved that Southgate Council receive for information correspondence 11.2.4 Grey County Truck Show 2023 Sponsorship Package; and

That Council refer the correspondence to staff to consider and recommend opportunities as budget permits for grant/advertising opportunities; and

That staff forward Policy #3 Donations, Grants and Funds to Grey County Trucking for future consideration.

Carried

11.3 Resolutions of Other Municipalities (for information)

No. 2023-280

Moved By Deputy Mayor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council receive the items on the Resolutions of other Municipalities consent agenda dated June 21, 2023 (save and except items 11.3.3 and 11.3.5) as information.

Carried

11.3.1 Town of Newmarket - Resolution in Support of Bill 5 - received June 6, 2023

11.3.2 Municipality of West Grey - Resolution Letter Re Support for Highway Traffic Act Amendments - received June 9, 2023

11.3.3 Municipality of West Grey - Letter Re Support for Bell-Hydro Infrastructure - received June 9, 2023

Councillor Shipston moved the following motion.

No. 2023-281

Moved By Councillor Shipston

Seconded By Councillor Singh Soares

Be it resolved that in consideration of correspondence received from the Municipality of Tweed further supported by the Municipality of West Grey respecting a resolution on Bell-Hydro Infrastructure, council supports the resolution and directs staff to forward a copy of the resolution to the Premier of Ontario, the Association of Municipalities of Ontario, MPP Rick Byers, and all Ontario municipalities.

Carried

11.3.4 Town of Bradford West Gwillimbury - Right to Repair - received June 13, 2023

11.3.5 Bonfield Township - Resolution of Support for Opioid Crisis - received June 15, 2023

Councillor Singh Soares moved the following motion.

Moved By Councillor Singh Soares

Seconded By Councillor Ferguson

Be it resolved that the Township of Southgate supports the Town of Fort Francis in response to the opioid crisis and in advocating the province for additional resources to combat the opioid crisis; and

That a copy of this resolution be forwarded to all Municipalities in Ontario, local MP/s and MPP/s and the Association of Municipalities of Ontario.

Deputy Mayor Dobreen moved the following motion.

No. 2023-282

Moved By Deputy Mayor Dobreen

Seconded By Councillor Shipston

Be it resolved that Council refer Bonfield Township's resolution of support for Fort Francis opioid crisis back to staff for further information and to obtain the entirety of Fort Francis's initial correspondence.

Carried

11.4 Closed Session (for information)

None.

12. County Report

Mayor Milne summarized the Intelligent Communities Forum event that he attended as Warden earlier this week. Deputy Mayor Dobreen commented on the most recent County Council meeting. More information can be found [here](#).

13. Members Privilege - Good News & Celebrations

Councillor Singh Soares wished everyone a happy Fathers Day. She also reminded residents about the Fireman's Frolic being held this Friday, June 23rd at the Dundalk Memorial Park from 4:30-8pm.

Deputy Mayor Dobreen mentioned the many Canada Day celebrations upcoming including the Holstein Agro Expo and Rodeo, Holstein Fireworks Festival and the Canada Day Connects event in Dundalk. She also added that today was the 10th anniversary party for Lystek International.

Deputy Mayor Dobreen congratulated Councillor Joan John for being presented with the Blue Water District School Board's Award of Excellence. Councillor John was nominated for her collaborative efforts through the Junction Community Initiatives group surrounding diversity, equity, inclusion, and cultural awareness. Congratulations to Councillor John!

14. Closed Meeting

No. 2023-283

Moved By Councillor Ferguson

Seconded By Councillor Shipston

Be it resolved that Council proceed into closed session at 1:42 PM in order to address matters relating to Personal Matters About an Identifiable Individual, Including Municipal or Local Board Employees (Sec 239 (2)(b)) (Subject: Staffing Matters); and

That Clerk Lindsey Green, HR Manager Kayla Best and Chief Administrative Officer Dina Lundy remain in attendance as required.

Carried

Council recessed at 1:42 PM and returned at 1:44 PM.

CAO Dina Lundy left the meeting at 2:24 PM and did not return.

No. 2023-284

Moved By Councillor Ferguson

Seconded By Councillor John

Be it resolved that Council come out of Closed Session at 2:39 PM.

Carried

15. Confirming By-law

No. 2023-285

Moved By Councillor Ferguson

Seconded By Councillor Shipston

Be it resolved that by-law number 2023-066 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 21, 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. 2023-286

Moved By Councillor Singh Soares

Seconded By Councillor Rice

Be it resolved that Council adjourn the meeting at 2:41 PM.

Carried

Mayor Brian Milne

Clerk Lindsey Green



Staff Report CL2023-017

Title of Report: CL2023-017 - Police Service Board Recommendation – Crime Stoppers Donation
Department: Clerks
Branch: Legislative and Council Services
Council Date: July 5, 2023

Recommendation:

Be it resolved that Council receive Staff Report CL2023-017 for information; and
That Council receive the recommendation from the Southgate Police Service Board dated June 20, 2023; and

That Council approve a \$500.00 donation to the Crime Stoppers of Grey Bruce; and

That Council direct staff to advise the Crime Stoppers of Grey Bruce of the Township's Grants, Donations and Funding Policy No. 3 and associated deadlines in advance for 2024 funding opportunities.

Background:

At their April 11, 2023, meeting, the Southgate Police Service Board (PSB) received a funding request from Crime Stoppers Grey-Bruce requesting a two-year commitment of \$2,500.00 in funds from the Board. The correspondence received is included as attachment 1 to this report. At that meeting, members asked staff to return to the following PSB meeting with budget numbers and a recommendation on the request. At the June 20, 2023, PSB meeting the following was approved:

Moved By Member Ferguson

Seconded By Member Dobreen

Be it resolved that the Board receive the funding request from Crime Stoppers Grey Bruce as information; and

That the Police Services Board recommend that Council consider a donation to the Crime Stoppers of Grey Bruce of \$500 for 2023; and

That the Police Services Board recommend that Council direct staff to advise the Crime Stoppers of Grey Bruce of the Township's Grants, Donations and Funding Policy No. 3 and associated deadlines in advance for 2024 funding opportunities.

Carried

Staff Comments:

Staff advised members of the PBS that the total PSB budget for 2023 was \$3,452. Of the total, most will be used for on-line items including conferences, memberships, wages, and mileage but there is some room to allocate some dollars

to proceed with a donation. Staff recommended a \$500 donation for 2023 and that we also advise Crime Stoppers of our Policy No. 3 - Donations, Grants and Funds so they may make future requests through that policy and its associated timelines.

Financial Implications:

Financial implications to the Township would be \$500 from the Police Service Board operating budget.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public.

Concluding Comments:

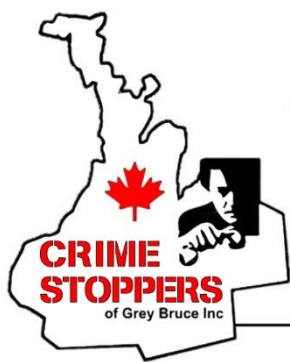
That Council approve a \$500.00 donation to the Crime Stoppers of Grey Bruce and direct staff to advise the Crime Stoppers of Grey Bruce of the Township's Grants, Donations and Funding Policy No. 3 and associated deadlines in advance for 2024 funding opportunities.

Respectfully Submitted,

Dept. Head: *Original Signed By*
Lindsey Green, Clerk

CAO Approval: *Original Signed By*
Dina Lundy, CAO

Attachment #1 – Crime Stoppers of Grey Bruce Funding Request – received February 28, 2023



Crime Stoppers of Grey Bruce Inc.

P.O. Box 1119, Owen Sound, Ontario N4K 6K6

1-800-222-TIPS (8477)

Submit a Secure Web-Tip at cstip.ca or get the P3 Tips Mobile App

Phone: 519 371-6078

eMail: crimestopgb@bmts.com

Fax: 519 371-1275

Web: crimestop-gb.org



February 28, 2023

Mayor Brian Milne

The Township of Southgate Police Services Board

The Township of Southgate

185667 Grey Road 9

Dundalk ON N0C 1B0

Holly Malynyk, Secretary, hmalynyk@southgate.ca; bmilne@southgate.ca

Dear Chair and Members of the Police Services Board:

Crime Stoppers of Grey Bruce Inc. is requesting A COMMITMENT OF A DONATION IN THE AMOUNT OF \$2,500 EACH YEAR FOR THE NEXT TWO (2) YEARS from every Police Services Board in Grey Bruce.

Without the assistance of your Police Services Board, and the other Police Services Boards in Grey Bruce, the program is at risk of having to close due to lack of funding. Covid has put a strain on our traditional fundraising. We are once again planning our events and have some new fundraising initiatives in the works, but your support will assure the program continues to aid in community safety.

As you are aware, Crime Stoppers assists the police in making many arrests by passing the anonymous tips received by the organization on to the various police agencies in our region.

Statistics for Grey and Bruce Counties

Over the past 36 years, tips provided to Crime Stoppers of Grey Bruce Inc. have led to the solving of 2,735 cases, with more than 1,760 arrests and the seizure of over \$54.7 Million in stolen property and illegal drugs. Approved awards for these tips amounted to more than \$287,000.

What is Crime Stoppers?

Each Crime Stoppers organization is a separate entity, which focuses on assisting with the prevention of crime in their local communities. Crime Stoppers is **not part of the local police services**, and the only assistance our local organization receives from the OPP and Municipal Police Services is designated liaison officers who track the progress of the tips and report back with dispositions. Crime Stoppers of Grey Bruce **does not receive direct funding from the provincial or federal government**.

Crime Stoppers is a **completely volunteer based** organization. Our Board of Directors is comprised wholly of volunteers from our local communities. These volunteers are unpaid, and they perform in this capacity **at their own expense**. Crime Stoppers of Grey Bruce employs one full time Program Coordinator who performs all the administrative tasks, receives tips, and forwards them to the respective law enforcement agencies. Crime Stoppers of Grey Bruce is unique in the fact our Coordinator's salary is not paid by a police service associated with the program.

Crime Stoppers offers telephone and encrypted internet based services that allow anyone to provide tips with **anonymity guaranteed**. In exchange for the tips, rewards of up to \$2,000, approved by the respective Board of Directors, are offered. These rewards are **completely funded by donations** by individuals and communities who believe Crime Stoppers offers an invaluable tool in the fight against crime. As there are many worthy causes and not-for-profit organizations in every community, there is a constant fight for the available donation dollars, especially during post-pandemic economic recovery. Crime Stoppers sometimes tends to be at the bottom of this list as many people believe this organization is funded by the police and/or government.

How are Donations Used?

Donations are used to pay out rewards, purchase office supplies and equipment, assist with attendance fees at local events to promote Crime Stoppers, and for core funding to keep the program running.

Crime Stoppers of Grey Bruce is open to any advice, suggestions, or partnerships that would help in light of the current situation.

We are requesting the opportunity to make a presentation to your Police Services Board to answer any questions you may have. Crime Stoppers of Grey Bruce thanks you for your commitment to fighting crime and ensuring safer communities for the future generations of Grey and Bruce Counties.

Yours truly,

Peter Reid

Peter Reid
Chairperson
Crime Stoppers of Grey Bruce Inc.
crimestopgb@bmts.com
519-371-6078



Staff Report PW2023-028

Title of Report: PW2023-028 Holstein Dam, Tree Marking & Culvert Tender Awards
Department: Public Works
Branch: None
Council Date: July 5, 2023

Recommendation:

Be it resolved that Council receive Staff Report PW2023-028 for information; and **That** Council approves awarding the Holstein Dam Sluiceway Repairs to McLean Taylor Construction Limited in the amount of \$239,506.33, the Tree Marking Services to Eccles Forestry Ltd. in the amount of \$150.00 / hectare and the Culvert tender to J.A. Porter Holdings in the amount of \$132,632.93, all pricing excluding HST.

Background:

Tenders and quotes were released for Southgate Properties Tree Marking Services and culverts for stock and the 2023 Capital Projects for extension of culverts for Hagan Street East and replacement culverts for Bridges S97 & S98 on Southgate Road 12, between Southgate Sideroads 55 & 57.

The Holstein Dam Headrace Partial Decommissioning tender was released by engineers B. M. Ross and Associates Limited on behalf of the Township.

Staff Comments:

The closing date was June 20, 2023 at 2pm, followed by virtual opening. The tenders were opened by Asset Manager and Deputy Treasurer Aakash Desai, Public Works Foreman/Fleet Manager John Watson, Public Works Administrative Assistant Lisa Wilson and Public Works Manager Jim Ellis.

Financial Implications:

The culvert replacements on Southgate Road 12, S97 & S98, with triple CSP pipes are included in the 2023 Capital Budget = \$400,000, including \$256,607 from CCBF funding.

The Tree Marking Services will be funded by the Southgate properties tree harvesting revenues. The estimated Southgate properties hectares of marketable timber is 61.5 hectares, which would result in a possible \$9,225.00 plus HST for this service.

The Holstein Dam sluiceway repairs was presented to Council at the April 5, 2023 Council Meeting with Staff Report PW2023-011 with the following resolution:

8.1.2PW2023-011 Holstein Dam Sluiceway Rehabilitation Approval

No. 2023-139

Moved By Councillor Ferguson

Seconded By Councillor Singh Soares

Be it resolved that Council receive Staff Report PW2023- 011 for information; and

That Council approve the Holstein Dam Sluiceway Rehabilitation project to authorize B. M. Ross Engineering and Associates Limited to complete final design and initiate tendering process for works to be completed in 2023; and

That Council approve the Holstein Dam sluiceway rehabilitation project of \$275,000.00; and

That Council authorize the redirection of the savings on the Excavator project and the paving projects, as needed, to fund the shortfall on the Holstein Dam sluiceway rehabilitation project.

Carried

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.

5-B - The Township will have adopted a long-term asset management plan for the timely repair, replacement, and expansion of the Township's infrastructure, facilities, and other assets.

5-E - The Township will have produced savings by examining alternatives when bridges or culverts require replacement, including where appropriate installing dual culverts instead of replacing box culverts.

Concluding Comments:

Staff recommends that Council receive Staff Report PW2023-o28 for information, and that Council approves awarding the following:

1. Holstein Dam Sluiceway Repairs to McLean Taylor Construction Limited in the amount of \$239,506.33,
2. Tree Marking Services to Eccles Forestry Ltd. in the amount of \$150.00 / hectare.
3. The Culvert tender to J.A. Porter Holdings in the amount of \$132,632.93, all pricing excluding HST.

Respectfully Submitted,

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

Treasurer Approval: *Original Signed By*
Adam Mighton, CPA, CGA, BBA Treasurer

CAO Approval: *Original Signed By*
Dina Lundy, CAO

Attachments:

Attachment #1 - Holstein Dam Headrace Partial Decommissioning Recommendation Letter

Attachment #2 - Tree Marking Services RFQ Criteria Evaluation Scoring

Attachment # 3 – Culvert Supply

B. M. ROSS AND ASSOCIATES LIMITED

Engineers and Planners

62 North Street, Goderich, ON N7A 2T4

p. (519) 524-2641 www.bmross.net

VIA EMAIL ONLY

File No. 22189

June 23, 2023

Jim Ellis, Public Works Manager
Township of Southgate
185667 Grey County Road 9
Dundalk, ON N0C 1B0

Dear Jim

RE: Holstein Dam Headrace Partial Decommissioning

Tenders were received on June 20, 2023 for the Holstein Dam headrace partial decommissioning, as summarized by the following table:

Tenderer	Tendered Amount
McLean Taylor Construction Limited	\$239,506.33
Shoreline Restoration Limited	\$550,310.00

Both of the tenders were checked and found to be mathematically correct. Both tenders were properly signed and each was submitted with the specified tender deposit and Agreement to Bond.

Since the project awaits approval from the Township of Southgate a definitive start date has not been established.

Since the lowest tender is acceptable contractually, and the tenderer is experienced in culvert decommissioning, further analysis is limited to the lowest bid. We are not aware of any reason why the contract should not be awarded to McLean Taylor Construction Limited for the total tender sum of \$239,506.33.

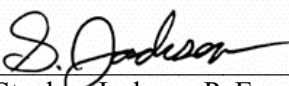
Please retain the tender deposits from the two bidders until the contracts are formally signed.

Should you have any questions, please contact the undersigned.

Yours very truly,

B. M. ROSS AND ASSOCIATES LIMITED

Per


Stephen Jackson, P. Eng.

SJ:es

Southgate 2023 Tree Marking Services RFT Criteria Evaluation Scoring

Selection Criteria:

1. **Project costs:** The formula for evaluating pricing will consist of hourly price submissions, meeting budget requirements and value for dollar investment. This sum will represent 50% of the weight factor criteria, with the lowest bid being the base factor, and for every \$5.00 / hectare above the base, will deduct 1point from the 50 points allotted.
2. **Qualifications and experience of company:** the previous experience of proposed staff for this project, the stability and reputation of the firm, will consist of 10% of weight factor.
3. **Equipment resources available, capability & reliability:** The assessment of past services experience will include evaluation of the Contractor's success with previous experience of this nature to meet Southgate needs and compliance consists of 20% of the criteria.
4. **References – service delivery & scheduling:** Meeting the Request for Quote criteria are valued at 10%, and will be scored according to information submitted, and reliability.
5. **Approach to Cost Control:** Will be awarded to the respondent who, in the sole judgment of the Township, provides the best overall value and will be worth 10% of the selection criteria.

Supplier	Project cost = 50%	Qualifications = 10%	Equipment =20%	References= 10%	Cost Control=10%	Total 100%
Cedar Creek Forestry	42% = \$195.95/Ha	8% No Curriculum Vitae submitted	20%	10%	10%	90%
Eccles Forestry Ltd.	50% = \$150.00/Ha	10%	20%	10%	10%	100%
Lands & Forests Consulting	Bid read was \$114.00/Ha but did not reflect addendum costing	10%	18% No WSIB provided	10%	N/A	

Culvert Supply 2023		
Company	Culvert Size	Price
J. A. Porter Holdings	10 x 750mm x 6m with couplers HDPE	\$9,759.42
	10 x 450mm x 6m with couplers HDPE	\$3,858.28
	10 x 500mm x 6m with couplers HDPE	\$4,958.49
	10 x 600mm x 6m with couplers HDPE	\$6,561.12
	2 x 450mm x 6m with couplers CSP	\$1,050.80
	3 x 1.8m x 21m with couplers CSP	\$55,947.69
	3 x 1.4m x 19m with couplers CSP	\$38,459.09
	2 x 1630mm x 1120mm x 6.4m Arch CSP	\$5,863.14
	2 x 1630mm x 1120mm x 6.7m Arch CSP	\$6,174.90
Total without HST		\$132,632.93
Armtec Inc.	10 x 750mm x 6m with couplers HDPE	\$9,876.00
	10 x 450mm x 6m with couplers HDPE	\$3,924.00
	10 x 500mm x 6m with couplers HDPE	\$5,175.00
	10 x 600mm x 6m with couplers HDPE	\$6,447.00
	2 x 450mm x 6m with couplers CSP	\$1,174.20
	3 x 1.8m x 21m with couplers CSP	\$56,555.10
	3 x 1.4m x 19m with couplers CSP	\$40,173.60
	2 x 1630mm x 1120mm x 6.4m Arch CSP	\$7,609.00
	2 x 1630mm x 1120mm x 6.7m Arch CSP	\$7,609.00
Total without HST		\$138,542.90
Carson Supply	10 x 750mm x 6m with couplers HDPE	\$9,832.26
	10 x 450mm x 6m with couplers HDPE	\$3,906.45
	10 x 500mm x 6m with couplers HDPE	\$5,151.61
	10 x 600mm x 6m with couplers HDPE	\$6,416.13
	2 x 450mm x 6m with couplers CSP	\$1,169.03
	3 x 1.8m x 21m with couplers CSP	\$56,307.10
	3 x 1.4m x 19m with couplers CSP	\$39,995.00

	2 x 1630mm x 1120mm x 6.4m Arch CSP	\$7,575.06
	2 x 1630mm x 1120mm x 6.7m Arch CSP	\$7,575.05
Total without HST		\$137,927.69
Devron Sales Ltd.	10 x 750mm x 6m with couplers HDPE	\$10,568.80
	10 x 450mm x 6m with couplers HDPE	\$4,245.70
	10 x 500mm x 6m with couplers HDPE	\$5,541.00
	10 x 600mm x 6m with couplers HDPE	\$7,228.60
	2 x 450mm x 6m with couplers CSP	\$1,177.20
	3 x 1.8m x 21m with couplers CSP	\$61,229.07
	3 x 1.4m x 19m with couplers CSP	\$42,494.64
	2 x 1630mm x 1120mm x 6.4m Arch CSP	\$6,477.31
	2 x 1630mm x 1120mm x 6.7m Arch CSP	\$6,756.68
Total without HST		\$145,719.00
Atlantic Industries Ltd.	10 x 750mm x 6m with couplers HDPE	No Bid
	10 x 450mm x 6m with couplers HDPE	No Bid
	10 x 500mm x 6m with couplers HDPE	No Bid
	10 x 600mm x 6m with couplers HDPE	No Bid
	2 x 450mm x 6m with couplers CSP	\$1,095.72
	3 x 1.8m x 21m with couplers CSP	\$57,101.31
	3 x 1.4m x 19m with couplers CSP	\$39,629.25
	2 x 1630mm x 1120mm x 6.4m Arch CSP	\$6,028.42
	2 x 1630mm x 1120mm x 6.7m Arch CSP	\$6,288.49
Total without HST		\$110,143.19



Staff Report CAO2023-009

Title of Report: CAO2023-009- Community Strategic Plan – RFP Award
Department: Administration
Council Date: July 5, 2023

Recommendation:

Be it resolved that Council receive Staff Report CAO2023-009 for information; and

That Council awards the contract for the Community Strategic Plan to Wilton Consulting Group at a cost of \$25,500 + HST.

Background:

The 2019-2023 Community Action Plan was created to provide strategic direction through action items aligned to established goals. On December 21, 2022, Council received the 2019-2023 Community Action Plan 2022 Annual Report and 2023 recommended actions.

On April 20, 2023 Council passed the following motion:

Be it resolved that Council receive Staff Report CAO2023-006 for information; and

That Council direct the CAO to issue a Request for Proposals to create a 2023 – 2027 Corporate and Community Strategic Plan to capture the needs of the municipality's rapidly growing community and aligned actions to support future-focussed strategies for prosperity and sustainability.

An RFP was issued, posted on the website, and highly publicized across social media platforms with a due date for proposals of June 22, 2023. The scope of the project in the RFP as issued is as follows:

"The Council of the Township of Southgate is looking for an innovative, priority-oriented Community Strategic Plan that addresses both internal organizational capacities, including the maintenance of existing service levels across all departments, and considers external challenges and opportunities.

The purpose of the Township of Southgate Community Strategic Plan RFP is to develop a (five-year) community and organizational strategy that includes a long-term vision and values, together with medium term objectives and priorities and shorter-term action plans. The township understands that there are a variety of perspectives, models, and approaches that can be used to develop a strategic planning document. The selected proponent, therefore, should be able to determine which model or model(s) would be best suited to meet the needs of the township, enabling the township to complete its organizational goals.

The 2023-2027 Community Strategic Plan will be a guiding framework as the township navigates a period of significant transformational change. It will focus on economic, employment, and community development directions. These directions are intended to help improve the quality of life for Township of Southgate residents, as well as position the township on all aspects of community development. This plan should support growth, including reflecting the needs and expectations of the growing community, fiscal responsibility, and a clear path to achieving goals identified within it. The plan must focus on identifying high- and mid-level priorities to address challenges identified in existing reports, studies, and documents provided by staff as well as new research and consultation conducted as part of this strategic planning process. It must include input contributed through Council, staff, and community stakeholder consultations, as well as key values and guiding principles to assist direction and decision making, and recommended implementation actions to achieve strategic vision and goals, along with potential timelines for implementation.

Proponents are requested to provide detailed information on options for community and staff consultation as part of their proposal. Previous strategic and other plan materials will be provided to the proponent as background information. The Strategic Plan should include methods (including strategy and specific actions, with first steps) to accomplish the goals of the township. The plan should also include actions to enhance the success of the long-term strategies. This will enable the township to experience and report quick successes. The Strategic Plan should include a summary of critical issues facing the township in its effort to meet the goals set forth in the plan, as well as available resources that can be utilized. Each Proponent, by submitting a Proposal, represents that the Proponent has read, completely understands, and accepts the terms and conditions of this RFP in full and agrees that should its Proposal be successful, the Proponent will enter into a service contract with the Township of Southgate.

The Proponent can expect a close working relationship with Council and the Chief Administrative Officer and key Township personnel throughout the assignment. The Township of Southgate reserves the right to control all aspects of the Strategic Planning process. The Proponent shall not conduct surveys or meetings with staff or other persons without receiving prior approval from the Township. Proponents are requested to provide detailed information on options for community and staff consultation, including the approach to consultation, and the associated cost and the timeframe involved. Proponents are further requested to recommend the most effective and efficient method of engaging stakeholders in the community strategic planning process. As part of the deliverables, it is anticipated that the proponent will prepare a communication/consultation strategy which will form the basis of the consultation process for the project. This would be for both the internal and external aspects of the project. The communication strategy shall identify the best means of communicating with the public and target groups.

The above scope work may be adjusted by the Township as appropriate to achieve a strategic plan that meets the vision of residents, organizations, agencies, and Council. The Strategic Plan is a living document and should undergo periodic review and adjustments to reflect progress toward achievement of goals. For this reason, flexibility should be an important aspect of the Plan.

A final report of the Strategic Plan document should include a consolidation of the work completed, including the reasoning for all decisions and recommendations. The Proponent will be required to submit a draft Community Strategic Plan for review and may be required to make changes to the submitted draft following review. The plan, inclusive of any required changes, will become the final and published plan. This document and any supporting documents should be produced in both paper and digital formats.

Staff Comments:

A total of five (5) proposals were submitted by the deadline. All members of the Leadership Team were polled for interest to review and evaluate proposals. The proposals were reviewed and scored by a team of staff including the CAO, Manager of Recreation, Treasurer, and Planner. Evaluation criteria based on the scope of the project and listed in the RFP are as follows:

Evaluation Criteria	Weight
Understanding of Municipal Government Sector; especially the challenges/opportunities of the Township of Southgate; most appropriate methodologies and schedules to achieve project goals.	25
Experience on Similar Projects and Past Performance; demonstrated experience and ability to complete a project of this scope, related experience and successful completion of similar projects, ability to meet deliverables and timelines, references of previous projects.	20
Complete, Comprehensive, Creative and Clear Proposal; Completeness (covers all areas outlined) and quality of proposal, creative/innovative (solutions for Township vs. Generic), comprehensive (covers all tasks/aspects in sufficient detail); clear, logical and easy to follow presentation and compliance with the requirements of the RFP. Timelines; Schedule for the completed work, decision-making points and responsibilities of the municipality, specifically referencing the proposed timing of the public consultation process.	30
Proposed Fee; Cost effectiveness and the best overall team.	10
Project Manager, Study Team & Disciplines; Leadership, management, communication and presentation skills and qualifications of project manager, qualifications/skills of multi-disciplinary team) appropriate skills sets devoted to tasks.	15
Total	100

Each proposal was scored independently by members of the evaluation team, which were then averaged to calculate the final score as shown in the matrix below.

	Bid Amount	Score #1 /25	Score #2 /20	Score #3 /30	Score #4 /10	Score #5 /15	Total Score:
Arising	\$32,400 + \$150/hr	20	17	24	7	12	80
Vector Group	\$38,000 + \$150/hr	19	16	22	6	11	74
TownHall Consulting	\$25,073.8 + various and travel	21	16	21	8	10	76
Linton	\$37,800 + \$1,000 travel + \$1,800/day	22	18	24	6	11	81
Wilton	\$25,500 + \$1,500/day	22	17	24	10	11	84

Staff are recommending Wilton Consulting Group be awarded the contract. Aside from the highest score, this proponent showed a deep and genuine understanding and interest in the community through research of the township, its past and current plans as well as Grey County as a whole. Their creative approach to engagement allows a diversity of voices to be heard from a variety of demographics and communities within the township, which is a high priority of Council and staff. They have demonstrated abilities in research, community engagement, qualitative and quantitative analysis, and developing clear and practical recommendations.

Overall, Wilton Consulting Group demonstrated a unique drive and perspective and fresh approach to delivering a forward-looking plan for the Southgate community.

Financial Implications:

The Strategic Plan Reserve has a balance of \$42,993.83. It is recommended that \$25,500.00 + hst of this reserve be used to create the new 2023-2027 strategic plan.

Communications & Community Action Plan Impact:

The 6 major goals of the 2019-2023 CAP are:

1. Attracting New and Supporting Existing Businesses and Farms
2. Revitalizing Downtown Dundalk
3. Promoting Health Services and Housing Choices
4. Adequate and Efficient Public Facilities
5. Upgrading our "Hard services"
6. Citizen Engagement

A review of the needs of the growing community may see these priorities change.

Conclusion:

It is recommended that Council direct the CAO to award the contract to create a 2023 – 2027 Corporate and Community Strategic Plan to Wilson Consulting Group to capture the needs of the municipality's rapidly growing community and aligned actions to support future-focussed strategies for prosperity and sustainability.

Respectfully Submitted,

CAO Approval: *Original Signed By*

Dina Lundy, CAO



Staff Report HR2023-011

Title of Report: Updated Electronic Monitoring Policy #93
Department: Human Resources
Council Date: July 5, 2023

Recommendation:

Be it resolved that Council receive staff report HR2023-011 for information; and
That Council approve updates to Policy #93 Electronic Monitoring Policy by
Municipal By-Law 2023-068 at the July 5, 2023 Council Meeting.

Background:

At the October 5, 2022 meeting, the following motion was approved:

Moved By Councillor Dobreen **Seconded By** Councillor Shipston

Be it resolved that Council receive Staff Report HR2022-049 for information; and
That Council approve the final Policy #93 Electronic Monitoring Policy as presented;
and

That Council consider approval of Policy #93 Electronic Monitoring Policy by
Municipal By-Law 2022-152 at the October 5, 2022 Council Meeting.

Carried No. 2022-678

Staff Comments:

Staff have updated the policy to reflect monitoring of speed in Township owned
vehicles and equipment as the installed GPS can be used for this purpose.

Updated Policy #93 Electronic Monitoring Policy is included as Schedule A to By-law
2023-068.

Once approved, the updated policy will be shared with all staff.

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:

1. Staff recommend that Council receive staff report HR2023-011 as information.
2. Staff recommend that Council approve the updated Policy by By-Law.

Respectfully Submitted,

HR Approval: *Original Signed By*
Kayla Best, HR Manager

CAO Approval: *Original Signed By*
Dina Lundy CAO

Attachments: None.

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE
BY-LAW NUMBER 2023-068

being a By-law to adopt the “Electronic Monitoring Policy”
known as Policy Number 93 and to repeal By-law 2022-152

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

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

Whereas the Council of The Township of Southgate has deemed it desirable to adopt a policy with respect to Electronic Monitoring,

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

1. **That** the “Electronic Monitoring Policy” known as Policy No. 93, attached hereto as Schedule A is hereby adopted; and
2. **That** By-law 2022-152 is repealed; and
3. **That** this by-law shall come into force and effect on the date of its passing.

Read a first, second and third time and finally passed this 7th day of July 2023.

Brian Milne – Mayor

Lindsey Green – Clerk



Electronic Monitoring Policy

1. Purpose

The Township of Southgate is committed to informing employees about the presence of any and all electronic monitoring software or equipment either in the workplace or contained on any of the Township's devices. The Township values transparency and is committed to adhering to applicable legislation and regulations in relation to electronic monitoring in the workplace.

2. Policy Scope

This Policy applies to all Township employees including full-time, part-time, seasonal, volunteer, members of Council and contract employees whether working remotely or in the workplace they report to.

3. Applicable Legislation

This policy is written in accordance with Bill 88, Working for Workers Act, 2022 and the Employment Standards Act, 2000, as amended.

4. Definitions

- a. "Electronic Monitoring" under this Policy means using technologic, electronic or digital means to track, observe or monitor someone's actions.
- b. "Employment Standards Act" means the Employment Standards Act, 2000, as amended, including any regulations made under the Act, and otherwise referred to as the "ESA".
- c. "Township" means the Township of Southgate.

5. Roles and Responsibilities

a. Department Heads & Supervisors

- Ensure the privacy of employees is respected while maintaining appropriate use of Township issued devices.
- Inform Human Resources of any changes to equipment, devices or protocols which may impact this policy.
- Ensure staff are aware and understand the policy.
- Discuss any concerns related to this policy.

b. Employees

- Read, understand and acknowledge the policy.
- Discuss any concerns related to this policy with their supervisor or human resources.
- Use Township owned devices and/or equipment in compliance with this policies and all other applicable policies.

c. Human Resources

- Provide a copy of this policy to each employee within 30 days of Council approval, including all amendments.
- Provide a copy of this policy to all new employees within 30 days of their start date.



- Support problem solving where challenges are experienced in relation to this policy.
- Update the policy if made aware of any changes required due to change in equipment, devices or protocols.

6. Electronic Monitoring

The Township has the following electronic monitoring systems in place in the workplace:

a. Cell Phone Usage

- The Township is provided a breakdown of all cell phone usage on Township phones.
- This information is used to review appropriate usage of Township owned cellphones and determine best usage plans through the provider.

b. Fire Department Location Tracking

- The Dundalk Fire Department uses applications to track firefighter location using location services enabled on each user's phone when a fire call comes in and the user agrees to have their location tracked at that time.
- This location tracking is used to determine if firefighters are able to respond to emergency calls and is available to all Dundalk Fire Department members.

c. Fire Department Audio Recordings

- All fire department apparatus includes a radio system which is audio recorded at all times.
- Recordings are available to dispatch as well as the Fire Chief.
- Recordings are used for investigations, safety and training purposes.

d. Vehicle & Equipment Monitoring

- GPS devices and monitoring is used in Township owned vehicles and equipment to track location of vehicles.
- Vehicle computer monitoring is installed in most Township owned vehicles, including fire department apparatus and is recorded and may be accessed from time to time to monitor for unsafe driving and/or in the event of an incident for investigative purposes.
- The information that is collected includes vehicle location, time, speed, plow up/down, level of salt and/or sand applied to the road surfaces.
- These records may be accessed for monitoring purposes, training purposes, or in the event of an emergency, complaint or for legal liability court proceedings.

e. Video cameras and Recording Equipment

- Video surveillance technology is used on Township property to deter theft, vandalism and ensure employee safety.
- Video surveillance is used on Waste equipment to assist with investigations of complaints.



- Video surveillance is used on all fire department apparatus to be used for investigations, safety and training purposes.
- These video recordings are used by management to investigate specific occurrences or complaints.
- Should any misconduct be found on video surveillance footage, it may be disclosed to approved third parties if requested.
- Bathrooms, changing rooms and other private spaces do not have video surveillance and video surveillance equipment will be clearly visible and marked with noticed.

f. Virtual Meeting Recordings

- Any virtual meeting held by the Township of Southgate may be recorded and the meeting software program will notify all meeting participants if the meeting is being recorded.
- Public meetings are recorded and posted electronically on the Township's website, YouTube or other online platforms in order to provide transparency to the public.
- Meetings that are not public may still be recorded for future review and minute taking purposes and may be accessed by Township administrative staff.

7. Retention

All data obtained by the Township as part of electronic monitoring will be retained digitally in accordance with the Township's Retention By-Law and the Municipal Freedom of Information and Protection of Privacy Act.

8. Policy Review Cycle

This policy will be reviewed at minimum every three (3) years and updated if required.



Staff Report HR2023-014

Title of Report: HR2023-014 – Equity, Diversity & Inclusion
Department: Human Resources
Council Date: July 5, 2023

Recommendation:

Be it resolved that Council receive Staff Report HR2023-014 for information.

Background:

At the April 5, 2023 Council Meeting, a Notice of Motion was passed:

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

Be it resolved that Council direct staff to bring a report to Council that outlines the work currently being done, both locally, at the County and legislated through other levels of Government regarding Diversity, Equity and Inclusion; and **That** staff provide recommendations on how Southgate might support or enhance that work and best incorporate the DEI lens when rolling out Policy, programs, services and the Community Action Plan.

Carried. No 2023-153

Staff Comments:

Equity is defined as the act of ensuring that processes and programs are impartial, fair and provide equal possible outcomes for every individual.

Diversity refers to the presence of differences within a given setting; example in the workplace that may mean differences in race, ethnicity, gender, gender identity, sexual orientation, age and socioeconomic background.

Inclusion is the practice of making people feel a sense of belonging.

(source: <https://builtin.com/diversity-inclusion/what-does-dei-mean-in-the-workplace>)

When looking at EDI, it is important to consider all protected grounds under the Ontario Human Rights Code: citizenship, race, place of origin, ethnic origin, colour, ancestry, disability, age, creed, sex/pregnancy, family status, marital status, sexual orientation, gender identity, gender expression, receipt of public assistance (in housing) and record of offences (in employment).

Below is an outline of initiatives that have already been completed or are in progress in regards to EDI:

Staff Training

Various staff have taken different training on the topics of Diversity, Equity and Inclusion as well as Human Rights, including:

1. Human Resources staff

- a. GBLIP training
 - b. Supporting a Multicultural Organization - Cultural Inclusion & the Talent Management Cycle put on by Grey County
 - c. Equity, Diversity and Inclusion training that included Inclusive Practices by HR, presented by Michele Manocchi Organizational Consulting
 - d. AMO Human Rights and Equity Training presented by Hicks Morley and the Kojo Institute.
 - e. OMHRA webinar series on Human Rights and Equity, Diversity and Inclusion.
- 2. Administrative, Recreation and Library Staff
 - a. GBLIP's Conversations for a more Inclusive and Welcoming Community
 - b. CEO has taken sessions at conferences on EDI in the library including *Anti-Black Racism Working Group: Placing the experience at the centre of redesigning.*
 - c. Youth Services has taken youth related EDI training
- 3. Economic Development Staff
 - a. Diversity, Equity and Inclusion training by Typsy.
- 4. All Staff
 - a. Each staff member is trained on The Ontario Human Rights Code and AODA (Accessibility for Ontarians Disabilities Act) within their orientation package.

Human Resources

- 1. Reviewed diversity and inclusion of health benefits with our provider.
- 2. Advertise job postings on multiple platforms and state that accommodations will be provided when required.
- 3. Reviewed job postings and job descriptions for any pronouns and/or other language that may not be inclusive.
- 4. Continuously reviewing policies and procedures to ensure inclusive wording and processes.
- 5. Continuously staying informed regarding policies, initiatives and what others are doing in the workplace to support EDI.

Library

- 1. Diversity Audit - We are assessing individual materials and tracking how much diversity is in the collection. We analyze each title by the author and the characters in book. We also make note of where a book takes place.
- 2. Working with GBLIP and Y Settlement and Languages Services. Through conversation with these organizations' library staff determined that programing should be more reflective of all the cultures in our community and beyond. We have been trying to acknowledge all the major holidays by celebrating different cultural dates and months. We do this through book displays, social media post, and through programming. We have been receiving positive feedback from community members and many have personally thanked staff for our efforts.

3. Work with local community leaders to ensure any cultural programming is done properly, instead of assuming anything. So far this year we have done Lunar New Year programs, Black History Month, Ramadan, Asian Heritage Month in May and Pride Month in June.
4. Recently, the Board passed an Equity, Diversity and Inclusion Policy (included as Attachment #1).

Recreation

1. Arena renovations that included an elevator lift and accessible washrooms.
2. Programming staff are always looking for ways to be inclusive and work with individual needs. They also take feedback from participants about what programs they would be interested and investigate feasibility.
3. Investigating new programs that expand interest of different groups, such as the new cricket field.
4. Low-cost options for programs which has resulted in a significant number of registrations.

Economic Development

1. Supporting multicultural community events.
2. Community Improvement Plan (CIP) includes supports for accessibility and low income/affordable housing.

Clerks

1. Accessibility Committee - The Clerk's Department, in consultation with the Grey County Joint Accessibility Advisory Committee advises on ways to identify, prevent, and remove barriers from municipal services, by-laws, policies, programs and facilities and to ensure compliance with the Ontarians with Disabilities Act and Accessibility for Ontarians with Disabilities Act.
2. Accessibility Improvements have been made in the office and when building the Council Chambers.
3. The website reconstruction ensured that we are AODA compliant.

Grey Bruce Local Immigration Partnership

- The Grey Bruce Local Immigration Partnership (GBLIP) is focused on building a more welcoming and inclusive Grey Bruce and how we can all work together to make it easier for newcomers to settle here. This initiative/group is sponsored by Immigration, Refugees, and Citizenship Canada (IRCC) and the federal government's initiative to address the growing need for systematic community planning around immigrant attraction and retention.
- HR Manager/Asst to CAO is part of the GBLIP Partnership including the Community Sub-Committee.
- Librarian CEO is also part of the GBLIP Partnership including the Belong Sub-Committee.
- Created a Welcome Package template that is accessible and inclusive. This welcome package template is available in multiple languages, so it is easier for municipalities to input their local information and have available to more residents. Currently the Township is inputting our local information into the template and once finalized, this will be added to our website and paper

copies available at public locations such as Library, Arena and Administration office.

- GBLIP created a Settlement Strategy (Attachment #2).
- GBLIP connects municipalities across Grey-Bruce by sharing multicultural dates and events.

Staff Recommendations

Staff have the following recommendations in regard to Equity, Diversity and Inclusion within the Township:

1. Council select one member of Council to join the GBLIP.
2. Council direct staff to create a Township wide policy.
3. Council and staff consider incorporating EDI into the new Community Strategic Plan.
4. Staff continue to:
 - a. Review policies and procedures for compliance and inclusivity.
 - b. Take training as it becomes available.
 - c. Work with GBLIP and use their resources that are available.
 - d. Find ways to ensure EDI is promoted within the workplace and in the community.

Financial Implications:

There are currently 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:

1. That Council receive this report as information.

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: Southgate Library Board's new Equity, Diversity and Inclusion Policy.
Attachment #2: GBLIP's Settlement Strategy.

EQUITY, DIVERSITY, AND INCLUSION POLICY

Board Approved: June 22, 2023

The Southgate Public Library recognizes its key commitments in fostering, cultivating, and supporting a culture of equity, diversity, and inclusion. As a trusted and enduring public institution, Southgate Public Library acknowledges its responsibility to address barriers, promote, and nurture a culture that values diversity and fosters social inclusion.

Libraries strive to deliver inclusive service. The Southgate Public Library recognizes and affirms the dignity of those they serve, regardless of heritage, education, beliefs, race, income, religion, gender, age, sexual orientation, gender identity, physical, or mental abilities.

The Southgate Public Library acts to ensure that people can enjoy services free from attempts by others to impose values, customs, or beliefs.

Section 1: Definitions

1. **Equity** - Definitions of equity vary but all focus on the ideals of justice and fairness. Whereas equality means providing everyone with the same number of resources regardless of whether everyone needs them, equity is when resources are shared based on what each person needs to adequately level the playing field.
2. **Diversity** - The range of human differences, as listed within the Ontario Human Rights Code, R.S.O. 1990, chapter H.19 s. 5 (1).
<https://www.ohrc.on.ca/en/ontario-human-rights-code>
3. **Inclusion** - Is the act of creating environments and spaces in which any individual or group feels welcomed, valued, respected, supported and can fully participate. An inclusive and welcoming climate embraces differences and offers respect in words and actions for all people.

Section 2: Declaration

The Library is committed to fostering an environment which makes equity, diversity, and inclusion a priority in planning and decision making for staffing, collections, services, and spaces. Our staff training will include accessibility, antiracism, anti-oppression, and cultural awareness training. Select training opportunities are available for Southgate Public Library Board members and Southgate Public Library volunteers.

The Library endorses the CFLA Position Statement of Diversity and Inclusion prepared by the Canadian Federation of Library Associations.

<http://cfla-fcab.ca/en/guidelines-and-position-papers/position-statement-on-diversity-and-inclusion/#:~:text=The%20Canadian%20Federation%20of%20Library, strive%20to%20d>

[eliver%20inclusive%20service.](#)

Section 3: Collections

The Southgate Public Library strives to provide diverse collections relating to cultures, languages, religious traditions, and peoples, in all our formats from books to audio and video materials. A broad range of authors, content creators and experiences will be included and highlighted in our collection. Our bibliographic database will use subject headings and descriptors which are more inclusive, including the use of Indigenous Subject Headings as they become available.

Section 4: Services and Programming

As we develop and deliver services and programs, we work with our community to develop inclusive consultation and engagement processes and to develop services in appropriate ways. We will seek to understand how diverse community groups define and describe themselves and we will listen to and learn from communities rather than relying on indirect sources.

In the spirit of equity, diversity and inclusion for all members, the Library welcomes the exhibit of displays and provision of programs and services that reflect and fit within the communities (e.g., displays during various religious holidays, culturally significant dates, etc.).

Section 5: Spaces

The Southgate Public Library will provide welcoming spaces for all. Our spaces will be inclusive with areas free of bias.

Related Documents:

Board, Staff and Volunteer Code of Conduct
Patron Code of Conduct Policy
Collection Development Policy

GREY BRUCE

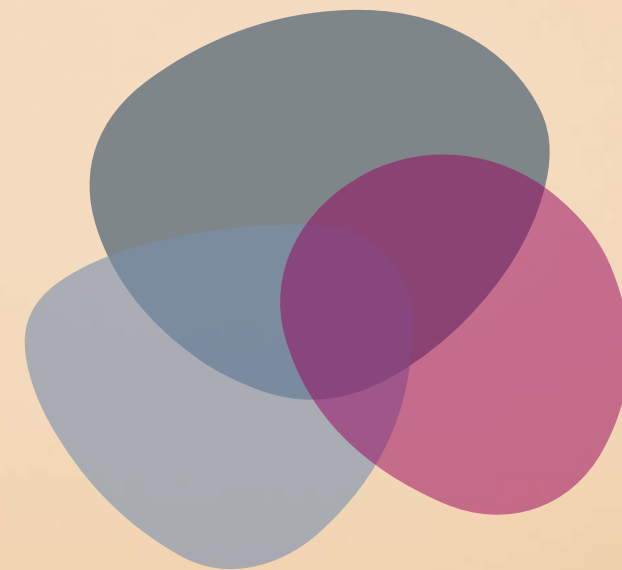
LOCAL IMMIGRATION
PARTNERSHIP

SETTLEMENT STRATEGY 2025





The Grey Bruce Local Immigration Partnership brings together service providers, settlement agencies, community groups, employers, newcomers and other key organizations across the region to foster a welcoming and inclusive community for newcomers.



This initiative is a collaboration between Grey and Bruce Counties and is funded by Immigration, Refugees and Citizenship Canada.

Grey Bruce Local Immigration Partnership
595 9th Avenue East
Owen Sound, ON N4K 3E3
Phone: +1 519-372-0219 ext. 6108
www.GreyBruceLIP.ca



Access to a stable, sufficient and appropriately skilled labour force is critical to the economic health of Grey and Bruce Counties. Recognizing this, in April 2019 County economic development staff from both Grey and Bruce joined forces to submit an application for the establishment of a Grey Bruce Local Immigration Partnership. The goal of this economic development partnership is to address labour stress issues reported by businesses in all sectors regionally. In addition, this work supports and fosters multiple partnerships to deliver attraction and retention programming in the region.

In February 2020, Immigration, Refugees and Citizenship Canada (IRCC) approved the Grey Bruce Local Immigration Partnership (GBLIP) for five years to support the development of community-based partnerships and planning to support the unique needs of newcomers.

Successful newcomer attraction and integration requires a thoughtful approach to individuals and their families. Attraction begins with identifying and facilitating opportunity, moves to retention and ends when individuals feel a part of a community. This is true for any new community member but has particular obstacles to address when attracting and retaining people from other Countries. It is with this in mind, that the establishment of the Grey Bruce Local Immigration Partnership is built.

Recognizing that successful settlement needs to happen at scale, LIPs connect various stakeholders, from employers and school boards, to health centres and networks, boards of trades, levels of government, professional associations, ethno-cultural and faith-based organizations and community and social services sectors to improve coordination of services that facilitate immigrant settlement and integration. This is accomplished through a systems approach, supported by community-based knowledge sharing and local strategic planning, with the ultimate goal of positive cumulative impact.

Direct support to individuals and families is another important aspect of a successful strategy. YMCA Grey Bruce Settlement Services, works one-on-one with newcomers and immigrants offering direct support. IRCC is also funding this complimentary initiative over the same five year period, which, when combined with the LIP, provides comprehensive settlement services across the region for all stakeholders.

GREY BRUCE
LOCAL IMMIGRATION
PARTNERSHIP



FOUNDING PARTNERSHIP COUNCIL MEMBERS

Academy of Learning Career College
Arden Language Centre
Bluewater District School Board
Bruce Grey Catholic District School Board
Bruce Grey Child & Family Services
Conseil Scolaire Catholique Providence
- St-Dominique -Savio
Fanshawe College
Four County Labour Market Planning Board
Georgian College
Grey Bruce Community Legal Clinic
Grey Bruce Settlement Services
Grey County Business Enterprise Centre
Keystone Child, Youth and Family Services
OCNI (Organization of Canadian
Nuclear Industries)
Ontario Provincial Police
Owen Sound Police
Port Elgin Montessori
Public Health Grey Bruce
QUILL Learning Network
Rural Employment Initiative
Rural Pathways for Newcomer
Women in Grey Bruce
Saugeen Connects
Saugeen Economic
Development Corporation
The Curry House
South East Grey Community Health Centre
The Agency
United Way of Bruce Grey
VPI Working Solutions
Welcoming Communities
Grey Bruce

YMCA of Owen Sound Grey Bruce
Grey County
Bruce County
City of Owen Sound
Municipality of Arran-Elderslie
Municipality of Brockton
Municipality of Grey Highlands
Municipality of Kincardine
Municipality of Meaford
Municipality of Northern Bruce Peninsula
Municipality of South Bruce
Municipality of West Grey
Town of the Blue Mountains
Town of Hanover
Town of Saugeen Shores
Town of South Bruce Peninsula
Township of Chatsworth
Township of Georgian Bluffs
Township of Huron-Kinloss
Township of Southgate

CONSULTANT:

Louise Pitre & Nathalie Kroeker
Louise Pitre Coaching & Consulting

THANK YOU

to all who contributed to the
development of this strategy; through
the Partnership Council, focus groups and
interviews. Your insights, knowledge and sharing
of experiences has helped inform the strategy,
identify community priorities and will continue
to guide the efforts of the
Partnership Council.

METHODOLOGY TO DEFINING THE SETTLEMENT STRATEGY

The groundwork for supporting the settlement and inclusion journey of newcomers in Grey Bruce has been laid through 15 years of leadership and commitment from key community members, many of whom are members of the newly founded Welcoming Communities Grey Bruce. This volunteer based not-for-profit organization has, in the past five years advanced several successful short-term projects initiating experimentation with rural settlement strategies. The approach taken to develop the Grey Bruce Local Immigration Partnership Council Settlement Strategy builds off this solid foundation.

METHODOLOGY AT A GLANCE:

- Document review including relevant local data, intel and drawing from various reports and studies
- 2 facilitated and graphically recorded engagement sessions with the Grey Bruce Local Immigration Partnership Council
- 7 key stakeholder interviews
- 8 focus groups involving 62 participants: 13 newcomers in two newcomer focus groups, and 49 stakeholders in 6 partner focus groups
- Input and review from Welcoming Communities Grey Bruce

Stakeholders engaged represented a cross-section of sectors in both Grey and Bruce Counties including business, government, non-profit, health care, education, social services, and community services as well as diverse representation from newcomers.

The Grey Bruce Local Immigration Partnership Council journey at a glance

GBLIP COUNCIL MEETING 4 NOV 2020

GRAPHIC RECORDING BY
emma richard
@itsemmarichard



FIGURE 1 captures initial thoughts and comments from members of the Partnership Council collected during the first engagement session. This broad base was used to launch the development of the Settlement Strategy and considers member motivation, successes and opportunities, resources available and a vision for the future.

GBLIP PARTNERSHIP COUNCIL

19 FEB
2021

GRAPHIC RECORDING
BY emma richard
@itsemmarichard



FIGURE 2 captures themes identified by the Partnership Council during the second engagement session that are detailed in the following section.

COMMUNITY PRIORITIES

Seven community priorities emerged through the research and stakeholder engagement process.

1. **COORDINATION:** The need for an overarching coordinating body to ensure newcomers are seamlessly connected to the services they need when they need it, as well as, also connecting community partners to the information they need to support newcomers, and finally connecting employers to the supports they need to both attract and retain employees.
2. **COLLABORATION:** The need for organizations to work together to achieve transformative change; recognizing that organizations can reach greater outcomes together than apart.
3. **INTERSECTORAL INCLUSIVE LEADERSHIP CAPACITY:** The need for building the capacity of leaders across all sectors and the Grey Bruce region to cultivate inclusive and equitable workplace and community cultures.
4. **SOCIAL CONNECTIONS AND CAPITAL:** The need to support not only the economic integration of newcomers but also, their social integration by fostering social capital and creating opportunities for social connections.
5. **EMPLOYMENT OPPORTUNITIES AND ECONOMIC INTEGRATION:** The need for employment that is meaningful, recognizes credentials, supports workplace integration and inclusion, and addresses discrimination, racism and micro-aggressions in the workplace.
6. **ACCESS TO AFFORDABLE AND SUITABLE HOUSING:** The need for adequate and affordable housing has surpassed the need for transportation services. The lack of housing is one of the most serious challenges facing the attraction of newcomers to Grey Bruce.
7. **ATTITUDES TOWARD NEWCOMERS:** The need to address the attitudes toward newcomers, attitudes rooted in racism and fear of the other.

“Doesn't matter where you come from, when you get here, you are home.”

SETTLEMENT STRATEGY 2025

The Grey Bruce Local Immigration Partnership Council Settlement Strategy 2025 is about building capacity, strengthening community, cultivating prosperity, and fostering inclusion to prepare Grey Bruce to attract and retain newcomers to the region. Leveraging previous work, the Grey Bruce LIP Settlement Strategy 2025 is a beginning. It lays the building blocks needed for a strong, connected, and engaged Local Immigration Partnership Council anchored in and guided by the voices and needs of newcomers.



BUILD CAPACITY

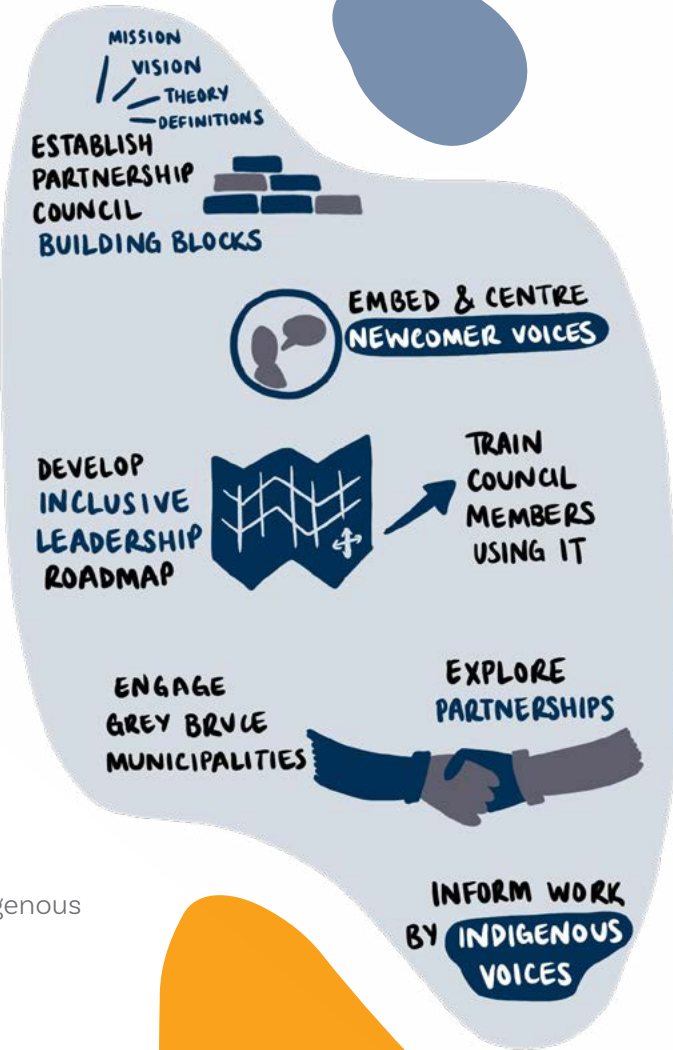
The Grey Bruce LIP works to bring together newcomers, settlement partners, employers, and other relevant stakeholders to create a coordinated approach to the settlement and integration of newcomers.

STRATEGIC GOAL:

To build the Partnership Council's and community's capacity in intersectoral collaboration and inclusive leadership.

The Grey Bruce LIP will accomplish this by:

- Establishing the building blocks for a strong, connected, and engaged Partnership Council
- Developing and implementing mechanisms, processes, and structures that embed and center the diverse voices of newcomers
- Developing and implementing an Inclusive Leadership roadmap, training, resources to support the development of inclusive and equitable workplace practices in different sectors
- Engaging all municipalities in Grey Bruce to integrate welcoming communities' characteristics
- Identifying how the voices and wisdom of Indigenous people of the area will inform the work



STRENGTHEN COMMUNITY

The Grey Bruce LIP focuses on initiatives that connect newcomers and community partners to the resources, information, and services they need, as well as support ways to increase newcomers' social capital.



STRATEGIC GOALS:

To assess models for one access point that connects newcomers and community partners, and navigates the web of information, services, and resources needed to settle into Grey Bruce.

To strengthen the web of relationships, connections that make up the networks for newcomers and further strengthens newcomers and the broader community.

The Grey Bruce LIP will accomplish this by:

- Assessing models for one access point to host information, resources, and services
- Defining and educating partners and community stakeholders on the 'no wrong door approach'
- Educating the Partnership Council on social integration and ways in which social capital and connections can be built
- Recommending the expansion of language services to include teenagers, more free "English as a Second Language" services as well as translation services
- Exploring the feasibility of developing a multi-cultural centre that could serve as a welcoming access point for newcomers
- Engaging the community in opportunities to host events that acknowledge the strength of diversity
- Promoting a peer support approach to newcomer service delivery
- Amplifying the role of and resources in the education sector – elementary and secondary schools and colleges – to strengthen the settlement and integration journey of newcomers



CULTIVATE PROSPERITY

The Grey Bruce LIP invests in a strengths-based approach, co-creating and promoting initiatives that cultivate the rich diversity of newcomers' skills and talents.

STRATEGIC GOAL:

To amplify the prosperity of Grey Bruce by supporting newcomers' full economic integration into the labour market.

The Grey Bruce LIP will accomplish this by:

- Developing a strategy to support intersectoral and government policy shifts in validating newcomers' foreign credentials
- Creating opportunities for employers to come together and share best practices in the attraction and retention of newcomers and how to create an inclusive workplace
- Developing an Immigrant Employment Council
- Developing a resource hub for employers to connect and navigate the web of information, services, resources, and tools to recruit and retain newcomers
- Developing and delivering an Inclusive Leadership Program for employers
- Exploring opportunities to create an innovative bridging program in Grey Bruce, where newcomers gain Canadian workplace experience and English language skills, and employers get skilled workers
- Initiating the development of a region-wide mentorship program that enables local citizens to support newcomers along their employment journey





FOSTER INCLUSION

The Grey Bruce LIP fosters inclusion by working in collaboration with partners to eliminate barriers, address racism, combat discrimination and raise awareness about the value of cultural diversity.

STRATEGIC GOAL:

To work together to break down the barriers to social inclusion and celebrate the value of diversity.

The Grey Bruce LIP will accomplish this by:

- Supporting the development of an anti-racism / discrimination strategy and its implementation
- Leveraging the multi-cultural events within the area to create a valuing diversity campaign
- Increasing awareness of ethno-cultural groups, including faith-based communities, and their traditions within the region
- Working with relevant agencies and decision authorities, in addition to supporting relevant housing initiatives to address the lack of access to affordable and adequate housing for newcomers and further that it does so by addressing the unique challenges faced by newcomers

SUPPORT DEVELOPMENT OF ANTI-RACISM/DISCRIMINATION STRATEGY & ITS IMPLEMENTATION

CREATE A VALUING DIVERSITY CAMPAIGN



INCREASE AWARENESS OF ETHNO-CULTURAL GROUPS



WORK TO ADDRESS LACK OF ACCESS TO HOUSING



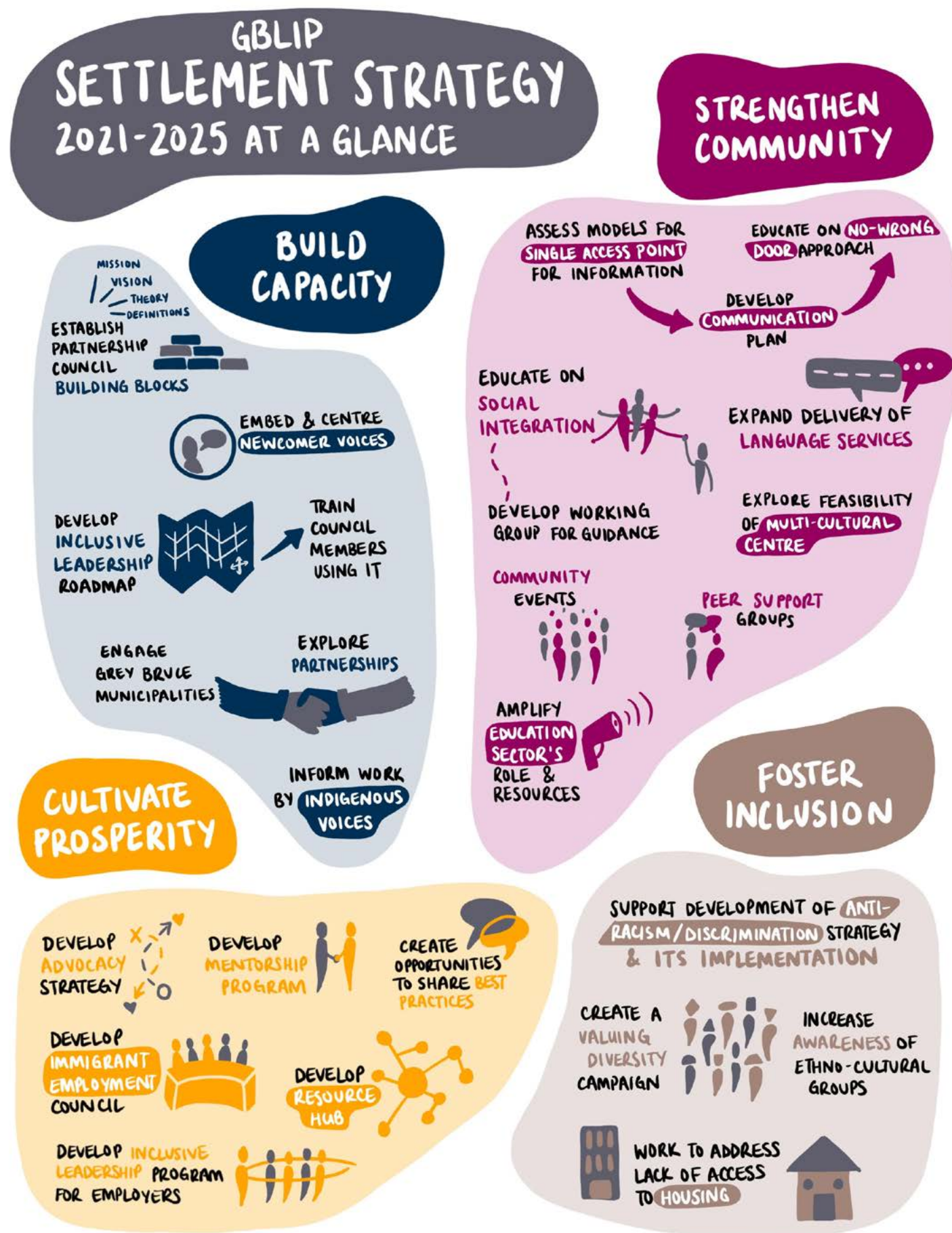


FIGURE 3 highlights the key strategic goals of the Settlement Strategy.





LOOKING FORWARD

The Grey Bruce Local Immigration Partnership Settlement Strategy 2025 is about building capacity, strengthening community, cultivating prosperity, and fostering inclusion to prepare Grey Bruce to attract and retain newcomers in the region. Leveraging previous work, the *The Grey Bruce Local Immigration Partnership Settlement Strategy 2025* is a beginning. It lays the building blocks needed for a strong, connected, and engaged Local Immigration Partnership Council anchored in and guided by the voices and needs of newcomers. Members of the Partnership Council are collectively responsible for the identification, selection and implementation of activities prioritized through the annual action plan in order to achieve positive cumulative impact.

The Partnership Council aspires to be a welcoming community, where diversity is normalized and immigration is embedded in our DNA. These successes and more, are achieved through local collaboration. This strategy sets the stage for walking together – government, newcomers, settlement services, service providers, employers, community. Year over year, through the Partnership Council, GBLIP will endeavour to co-create a prosperous and welcoming Grey Bruce, where everybody belongs, moving beyond settlement to inclusion.



Township of Southgate

Administration Office

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

Phone: 519-923-2110

Toll Free: 1-888-560-6607

Fax: 519-923-9262

Web: www.southgate.ca

Staff Report PL2023-032

Title of Report: Flato East Phase 9 Site Alteration Agreement

Department: Planning

Council Date: July 5, 2023

Council Recommendation:

Be it resolved that Council receive staff report PL2023-032 as information; and
That Council consider approving the Flato East Phase 9 Site Alteration Agreement dated July 5, 2023; and

That Council consider approving the Flato East Phase 9 Site Alteration Agreement dated July 5, 2023 by Municipal By-law 2023-064.

Background:

The Flato East Phase 9 Residential Development Project requires a Site Alteration Agreement for this portion of the project. This agreement has been created as a template document we have used for past Site Alteration projects for residential developments. The agreement has been reviewed by our lawyer, our engineers and Township staff.

This Site Alteration Agreement has been created to deal with the movement and placement of soils on the site.

Staff Comments:

The Flato East Phase 9 Site Alteration Agreement is included in the Council agenda as part of the By-law 2023-064 for approval. Other supporting materials that support the Site Alteration Agreement that is included in this staff report is the B-2 Site Alteration Plan drawings (Attachment #1), the technical document that is titled "B-1 Fill Control Report" (Attachment #2).

Triton's staff reviewed the Fill Control report, and the drawings as well as the agreement including the securities to be provided. The securities calculations (Attachment #3) reviewed by Triton to assess the scope of work and confirm the required securities for the project are \$88,496.04. This number is reflected in the Site Alteration Agreement, Section 2.2 titled, "Security Requirements".

Staff recommends Council approval of the Flato East Phase 9 Site Alteration Agreement based on the positive engineering review by Triton of the site alteration plans and the securities required to approve and secure this project. The Agreement has also received review from the Township Solicitor.

Financial Impact or Long-Term Implications

There is no financial impact to the municipality as a result of this report as all costs to create this agreement and project securities will be posted by the owner of the property as a condition of releasing the agreement for the project to proceed.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public.

Goal 3 - Promoting Health Services and Housing Choices

Action 3: The residents and businesses of Southgate envision a caring community which meets the needs of all ages and incomes for a healthy and comfortable life, even as our population grows and changes.

Strategic Initiatives 3-A (2019-2023): By means of appropriate policies, incentives and development partners, the Township will facilitate a significant increase in the supply and variety of both rental and purchase housing/accommodation within Southgate.

Concluding Comments

1. That Council receive this staff report as information.
2. That Council approve the Flato East Phase 9 Site Alteration Agreement at the July 5, 2023, Council meeting.
3. That Council consider approval of the Flato East Phase 9 Site Alteration Agreement by Municipal By-law 2023-064 at the July 5, 2023, Council meeting.

Respectfully Submitted,

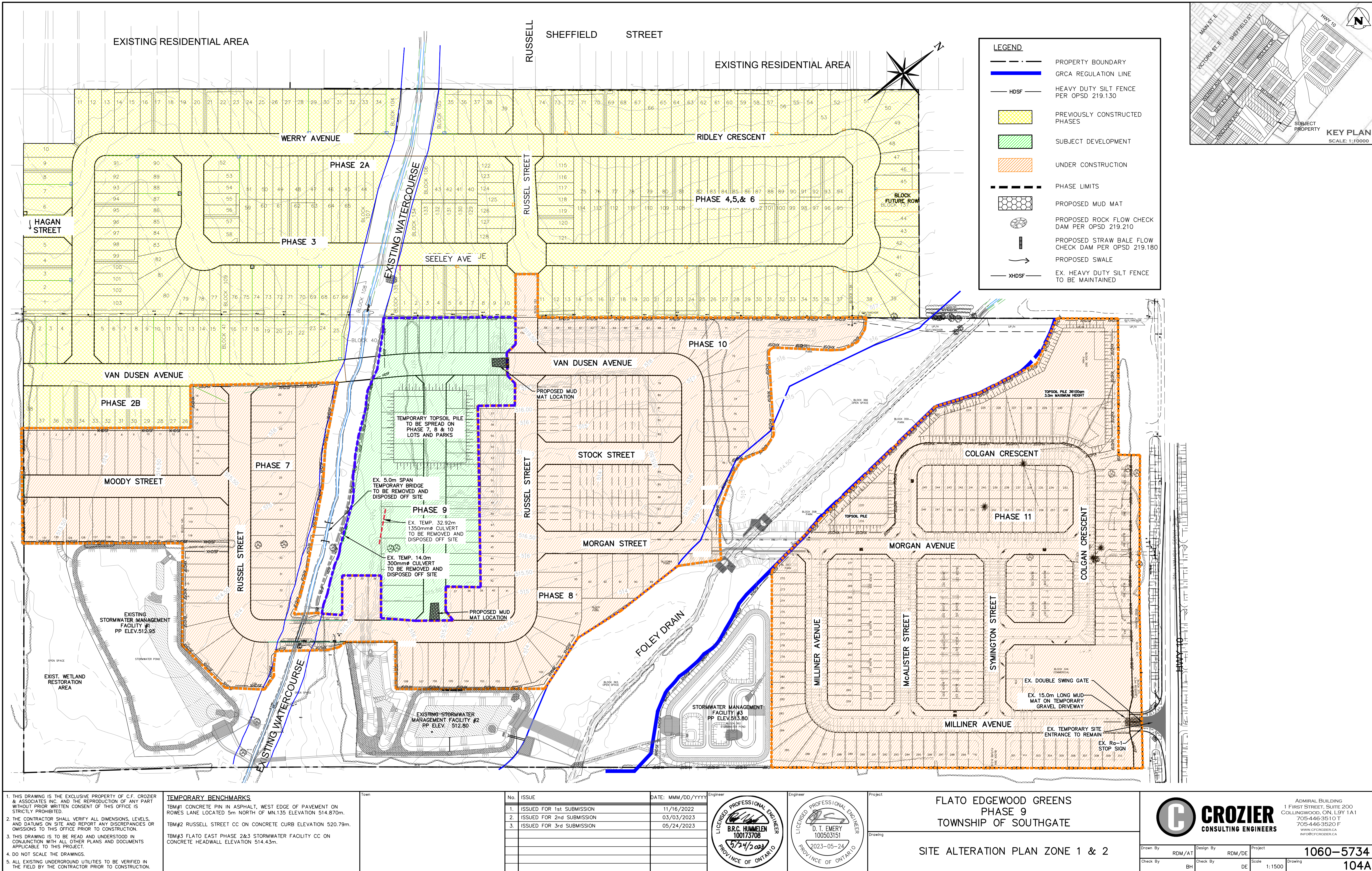
Municipal Planner: Original Signed By
Clinton Stredwick, BES, MCIP, RPP



CAO: Original Signed By
Dina Lundy, CAO

Attachments:

- Attachment #1 – Flato East phase 9 Schedule B-2 Site Alteration Plans dated May 24, 2023
- Attachment #2 – Flato East phase 9 B-1 Fill Control Report dated May 18, 2023
- Attachment #3 – Flato East phase 9 Project Securities required.



GENERAL NOTES:

1. CONSTRUCTION EQUIPMENT TO USE EXISTING ACCESS POINT, LOCATED AT HWY 10, AS INDICATED ON THIS DRAWING. MUD MAT TO BE MAINTAINED AT ACCESS POINT.
2. ALL WORKS SHALL BE COMPLETED IN ACCORDANCE WITH THE OCCUPATIONAL HEALTH AND SAFETY ACT. THE GENERAL CONTRACTOR SHALL BE DEEMED TO BE THE "CONSTRUCTOR" AS DEFINED IN THE ACT.
3. ALL SEDIMENT AND EROSION CONTROL FACILITIES AND WORKS ARE TO BE CONSTRUCTED AND IN PLACE TO THE APPROVAL OF THE SITE ENGINEER PRIOR TO ANY GRADING OPERATIONS COMMENCING. TYPICAL WORKS INCLUDE SILT FENCES, INTERCEPTOR SWALES, STRAW BALE CHECK DAMS AND SEDIMENT TRAPS.
4. ALL TEMPORARY TOPSOIL STOCKPILES ARE TO BE PROVIDED WITH THE NECESSARY SEDIMENT AND EROSION CONTROL FEATURES.
5. ALL INTERCEPTOR SWALES ARE TO BE SEEDED TO STABILIZE THEIR BANKS IMMEDIATELY FOLLOWING CONSTRUCTION.
6. REFER TO APPLICATION FORM FOR GRUBBING OF TREES WITHIN LIMITS OF FILL AREA.
7. NO GRADING OF LANDS WILL OCCUR WITHIN SPECIFIED BUFFERS ALONG PROPERTY LINES AND INTERNAL TO SITE.
8. THE LOCATION OF ALL UNDERGROUND AND ABOVEGROUND UTILITIES AND STRUCTURES ARE NOT NECESSARILY SHOWN ON THE CONTRACT DRAWINGS, AND WHERE SHOWN, THE ACCURACY OF THE LOCATION OF SUCH UTILITIES AND STRUCTURES IS NOT GUARANTEED. BEFORE STARTING WORK, THE CONTRACTOR SHALL INFORM HIMSELF OF THE EXACT LOCATION OF ALL SUCH UTILITIES AND STRUCTURES AND SHALL ASSUME ALL LIABILITY FOR DAMAGE TO THEM.
9. TEMPORARY DRAINAGE CHANNEL AND CULVERTS TO BE DECOMMISSIONED.

MAINTENANCE & OPERATIONS OF SEDIMENT CONTROLS

SILT FENCE

1. SILT FENCE MUST BE INSPECTED WEEKLY FOR RIPS OR TEARS, BROKEN STAKES, BLOW-OUTS AND ACCUMULATION OF SEDIMENT.
2. SILT FENCE MUST BE INSPECTED FOLLOWING ALL 15mm OR GREATER RAIN STORM EVENT OR AS DIRECTED BY SITE ENGINEER.
3. SEDIMENT MUST BE REMOVED FROM SILT FENCE WHEN ACCUMULATION REACHES 50% OF THE HEIGHT OF THE FENCE.
4. ALL SILT FENCES MUST BE REMOVED ONLY WHEN THE ENTIRE SITE IS STABILIZED AND AS DIRECTED BY THE SITE ENGINEER.

STRAW BALE / ROCK CHECK DAM

1. REMOVE ACCUMULATED SEDIMENT UP STREAM OF THE CHECK DAM IF GREATER THAN ONE HALF OF DAM HEIGHT.
2. SILT REMOVAL MUST BE UNDERTAKEN WITH CARE TO MINIMIZE DOWN STREAM SEDIMENTATION IN SWALE OR DITCH.
3. STRAW BALE CHECK DAM AND ALL ACCUMULATED SEDIMENT MUST BE REMOVED WITH CARE ONCE THE CONSTRUCTION SITE IS STABILIZED AND AS DIRECTED BY THE SITE ENGINEER.

MUD MAT MAINTENANCE

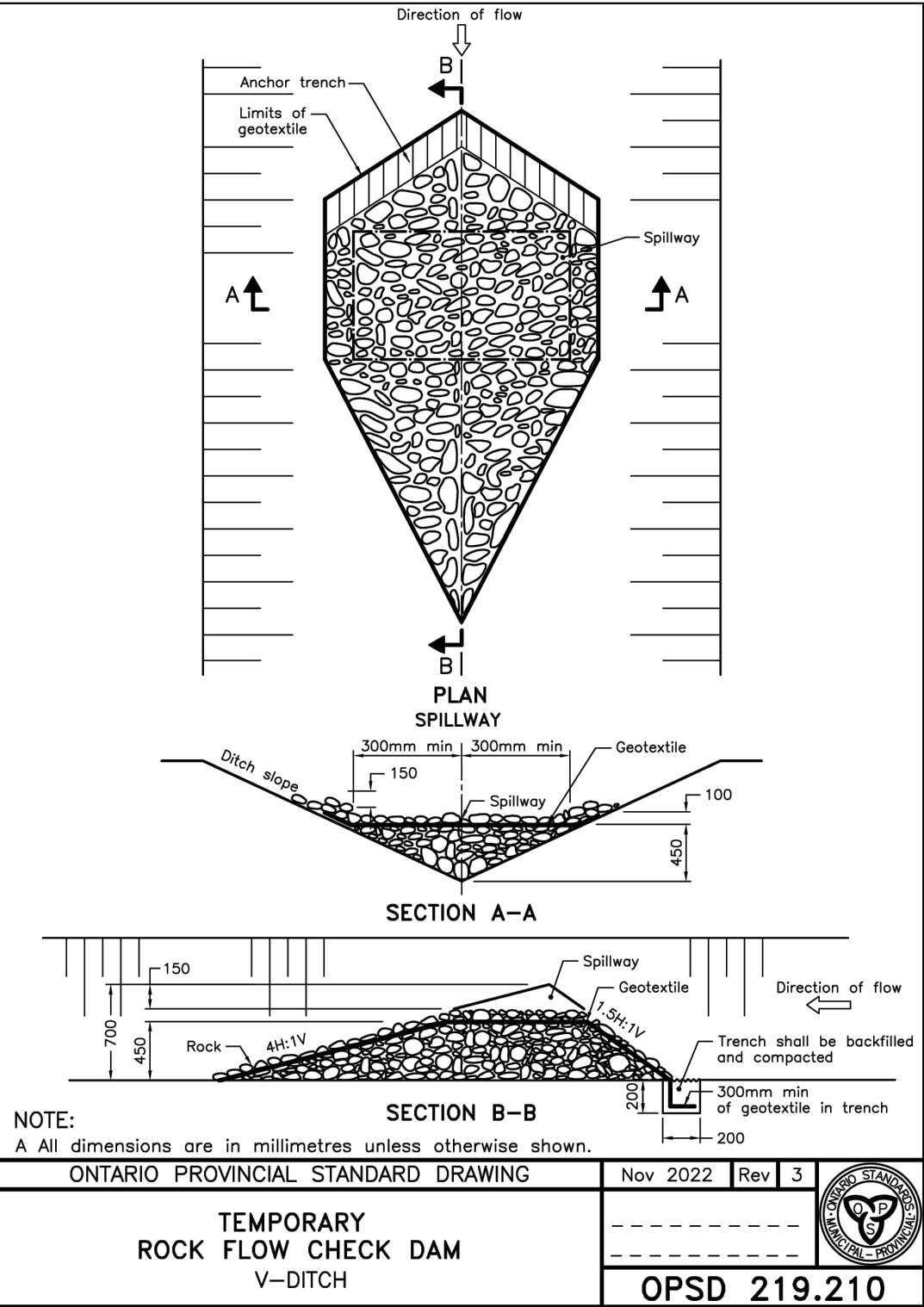
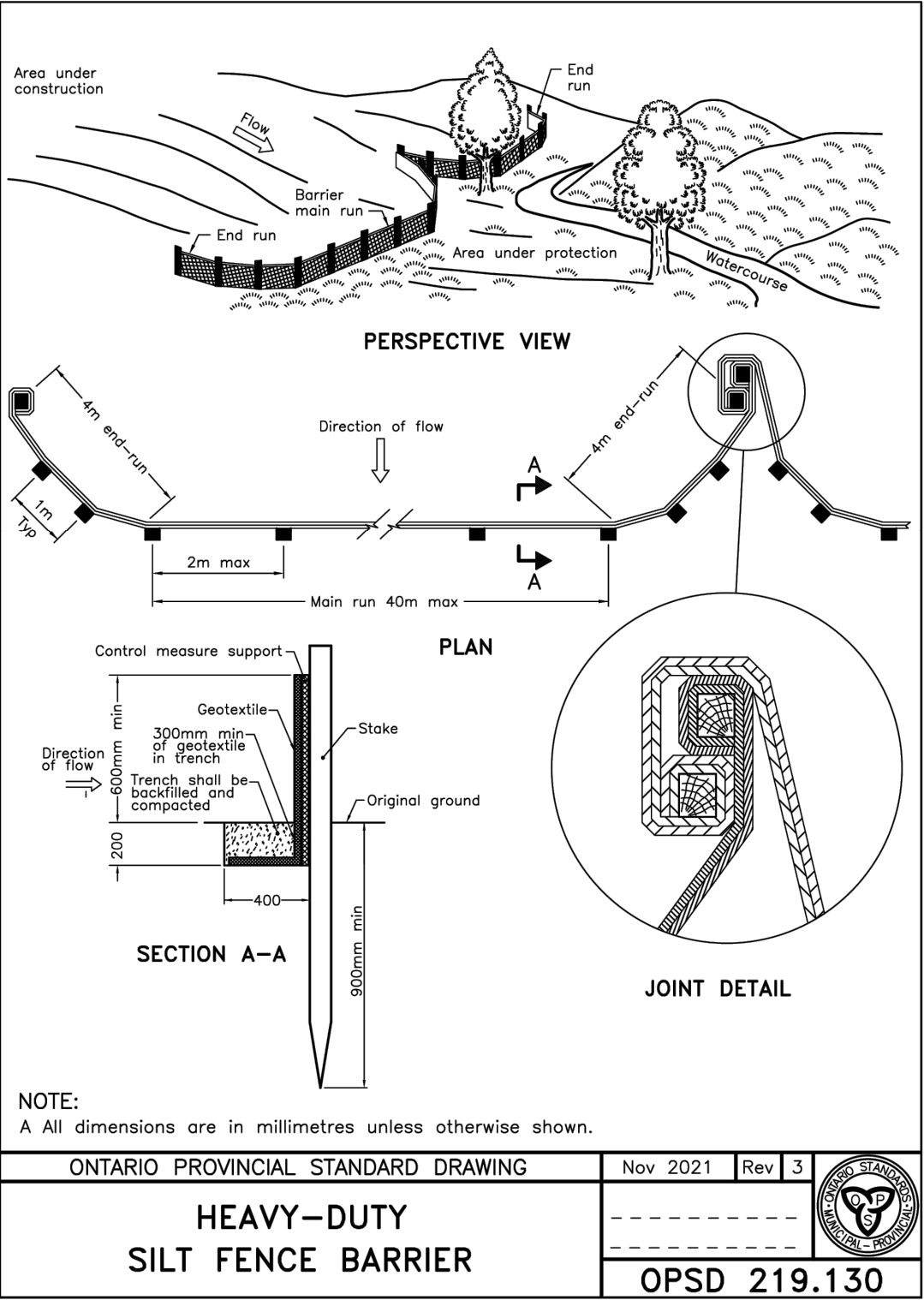
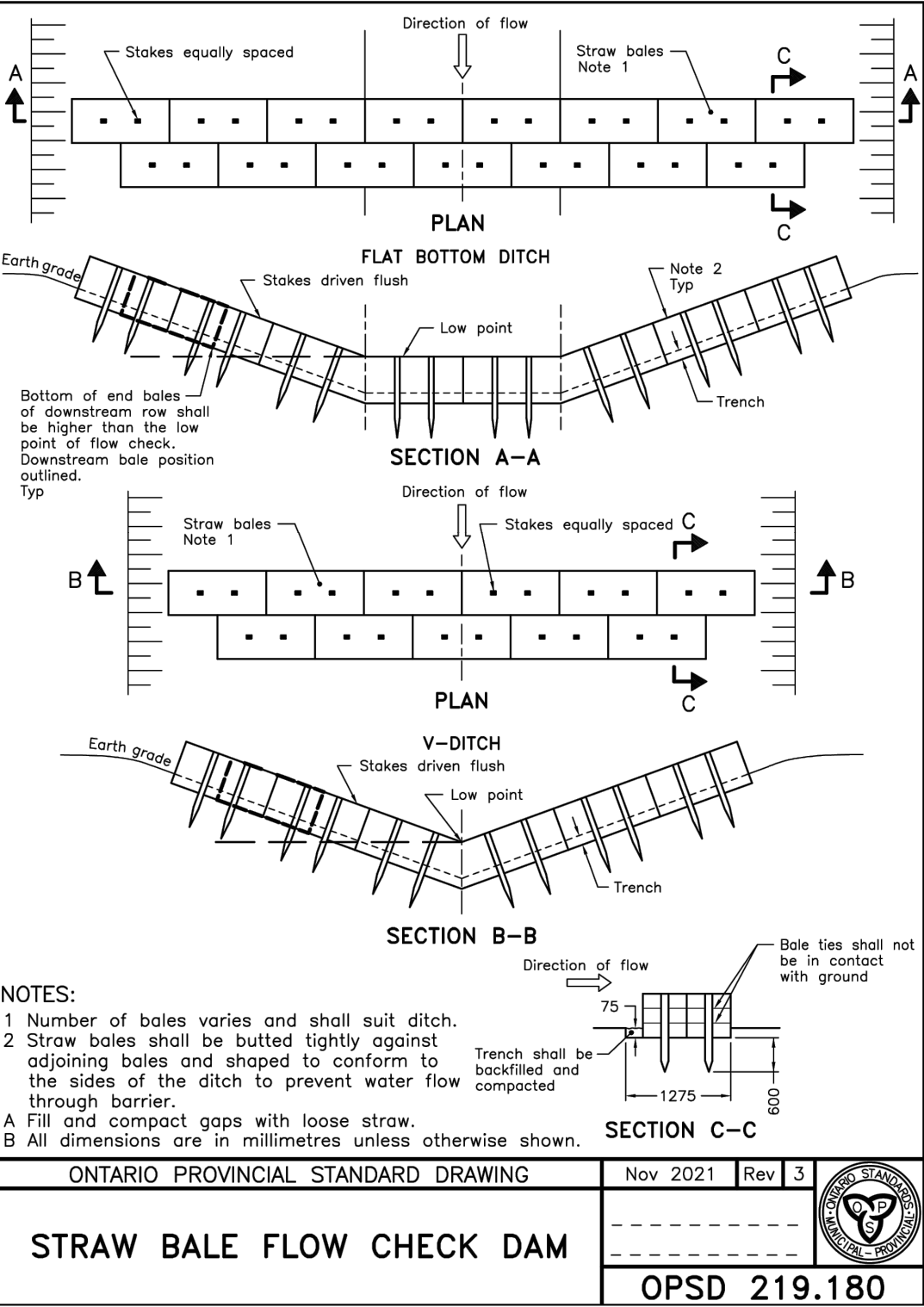
1. INSPECT MUD MAT WEEKLY TO ASSESS CONDITION AND ENSURE OPERATION EFFICIENCY.
2. SUPPLY AND PLACE ADDITIONAL CLEAR STONE AS DIRECTED BY SITE ENGINEER.
3. MAT TO REMAIN IN PLACE UNTIL SITE IS STABILIZED OR AS DIRECTED BY SITE ENGINEER.

DECOMMISSIONING / RESTORATION

1. FOLLOWING COMPLETION OF CONSTRUCTION AND AS DIRECTED BY SITE ENGINEER, ALL EROSION AND SEDIMENT CONTROL WORKS ARE TO BE REMOVED INCLUDING ANY ACCUMULATED SEDIMENT.
2. ALL WORKS LOCATED ON LANDS OUTSIDE THE PROPOSED DEVELOPMENT AREA ARE TO BE GRADED TO MATCH EXISTING SURROUNDING GROUND AND HYDROSEEDDED.
3. ALL SEDIMENT BUILD-UP TO BE REMOVED FROM SEDIMENT BASINS. CUT AREAS AND SEDIMENT BASINS TO BE TREATED WITH 25mm OF TOPSOIL AND HYDROSEEDDED AS DIRECTED BY SITE ENGINEER.
4. FOLLOWING COMPLETION OF ZONE 3 CUT AREA, TOP SOIL TO BE SPREAD OUT AT 400mm DEPTH WITHIN THE CUT AREA LIMITS AND HYDROSEEDDED.

NOTES:

1. RESIDENTIAL AREA TO BE PRE-GRADED BASED ON THE FOLLOWING PRE-GRADES:
LOTS (SINGLE FAMILY) -0.8m
LOTS (TOWNHOMES) -1.0m
ROADS -0.6m
PARKS -0.2m
2. A PRE-GRADE DETAIL FOR WALK-OUT/LOOK-OUT UNITS WILL BE PROVIDED TO THE CONTRACTOR PRIOR TO FILLING.
3. REFER TO SITE GRADING PLANS FOR PROPOSED FINAL GRADES.
4. POST ROAD SERVICING WORKS, CONTRACTOR TO PROVIDE POSITIVE DRAINAGE FOR LOT TUN-OFF VIA TEMPORARY SWALES AND/OR HICKENBOTTOM C/W CONNECTION TO STORM SEWER. WHERE APPLICABLE SILT FENCE TO BE LOCATED AT THE BOTTOM OF FILL SLOPES.



1. THIS DRAWING IS THE EXCLUSIVE PROPERTY OF C.F. CROZIER & ASSOCIATES INC. AND THE REPRODUCTION OF ANY PART WITHOUT PRIOR WRITTEN CONSENT OF THIS OFFICE IS STRICTLY PROHIBITED.

2. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS, LEVELS, AND DATUMS ON SITE AND REPORT ANY DISCREPANCIES OR OMISSIONS TO THIS OFFICE PRIOR TO CONSTRUCTION.

3. THIS DRAWING IS TO BE READ AND UNDERSTOOD IN CONJUNCTION WITH ALL OTHER PLANS AND DOCUMENTS APPLICABLE TO THIS PROJECT.

4. DO NOT SCALE THE DRAWINGS.

5. ALL EXISTING UNDERGROUND UTILITIES TO BE VERIFIED IN THE FIELD BY THE CONTRACTOR PRIOR TO CONSTRUCTION.

TEMPORARY BENCHMARKS

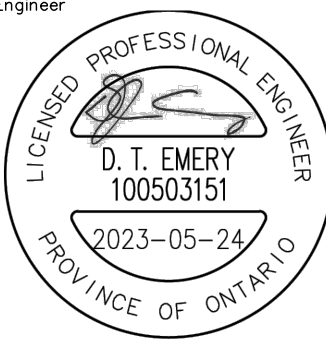
TBM#1 CONCRETE PIN IN ASPHALT, WEST EDGE OF PAVEMENT ON ROWES LANE LOCATED 5m NORTH OF MN.135 ELEVATION 514.870m.

TBM#2 RUSSELL STREET CC ON CONCRETE CURB ELEVATION 520.79m.

TBM#3 FLATO EAST PHASE 2&3 STORMWATER FACILITY CC ON CONCRETE HEADWALL ELEVATION 514.43m.


Town

No.	ISSUE	DATE: MM/DD/YYYY
1.	ISSUED FOR 1st SUBMISSION	11/16/2022
2.	ISSUED FOR 2nd SUBMISSION	03/03/2023
3.	ISSUED FOR 3rd SUBMISSION	05/24/2023



Project: FLATO EDGEWOOD GREENS PHASE 9 TOWNSHIP OF SOUTHGATE

Drawing: SITE ALTERATION DETAILS



CROZIER
CONSULTING ENGINEERS

ADMIRAL BUILDING
1 FIRST STREET, SUITE 200
COLLINGWOOD, ON, L9Y 1A1
705-446-3510 T
705-446-3520 F
WWW.CFROZIER.CA
INFO@CFROZIER.CA

Drawn By: RDM/AT
Check By: BH

Design By: RDM/DE
Check By: DE

Project: 1060-5734
Scale: NTS
Drawing: 104B

FILL CONTROL REPORT

**EDGEWOOD GREENS – PHASE 9
FLATO DUNDALK MEADOWS INC.**

TOWNSHIP OF SOUTHGATE

PREPARED BY:

**C.F. CROZIER & ASSOCIATES INC.
1 FIRST STREET, SUITE 200
COLLINGWOOD, ONTARIO
L9Y 1A1**

**1st SUBMISSION: MARCH 2023
2nd SUBMISSION: MAY 2023**

CFCA FILE NO. 1060-5734

The material in this report reflects best judgment in light of the information available at the time of preparation. Any use which a third party makes of this report, or any reliance on or decisions made based on it, are the responsibilities of such third parties. C.F. Crozier & Associates Inc. accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report.



TABLE OF CONTENTS

1.0	INTRODUCTION	1
2.0	DUNDALK MEADOWS DEVELOPMENT BACKGROUND.....	1
3.0	SITE DESCRIPTION	2
4.0	FILL REQUIREMENT.....	2
5.0	CRITERIA	2
5.1	Township of Southgate	2
6.0	WORK PLAN.....	3
6.1	Access Entrance.....	3
6.2	Haul Route	3
6.2.1	Haul Route Staging	3
6.3	Spill Contingency	3
6.4	Proposed Pre-Grading Design	3
6.5	Erosion and Sediment Control	4
6.5.1	Interceptor Ditches and Flow Check Dams.....	4
6.5.2	Silt Fencing.....	4
6.5.3	Dust Suppression	4
6.5.4	Topsoil Stockpile	4
6.6	Schedule of Works.....	5
6.7	Monitoring of Works.....	5
6.8	Rehabilitation of the Site	6
7.0	CONCLUSIONS & RECOMMENDATIONS	6

LIST OF APPENDICES

Appendix A:	Geoenvironmental Guidelines for Earth Fill Importation and Placement (SEL)
Appendix B:	Procedures and Requirements for Construction of Engineered Fill

LIST OF FIGURES & DRAWINGS

Figure 1:	Site Location Plan
Figure 2:	Draft Plan of Subdivision (Flato East)
Figure 3:	Edgewood Greens Composite Phasing Plan
Drawing 104A:	Site Alteration Plan
Drawing 104B:	Site Alteration Details

1.0 INTRODUCTION

Flato Dundalk Meadows Inc. (Flato) is proceeding with Phase 9 of the Edgewood Greens Residential Development. Flato wishes to commence the pre-grading earthworks within Phase 9 of the Edgewood Greens Development, and thus seeking approval to do so from the Township of Southgate (Township).

This Fill Control Report is focused on the proposed earthworks program within the aforementioned phase and builds upon the Consolidated Site Alteration Agreement previously obtained from the Township and a Grand River Conservation Authority (GRCA) permit under the auspices of the Conservation Authorities Act to facilitate earthworks operations within the Dundalk Meadows Subdivision.

The proponent's consulting team includes:

- Soil Engineers Ltd. (SEL) (geotechnical)
- MHBC (planning)
- C.F. Crozier and Associates Inc. (civil engineering)

2.0 DUNDALK MEADOWS DEVELOPMENT BACKGROUND

The Edgewood Greens Subdivision is a 70-ha development located at the south end of the Village of Dundalk which is bounded by existing residential lots to the north, Highway 10 to the east, open space to the south, and a former Canadian Pacific Railway right of way (ROW) to the west. It is comprised of three separate draft plans which includes, Dundalk Meadows West, Dundalk Meadows East, and Dundalk Meadows North. The Draft Plan of Subdivision for Dundalk Meadows east is included as **Figure 1**.

All forthcoming development applications and supporting documentation will be in support of Plan of Subdivision Approvals for Phase 9 within the Edgewood Greens Development. **Table 1** details the individual developments, their legal description, and their approval/design status. A Composite Phasing Plan has been prepared by MHBC for the entire Edgewood Greens Development (April 21, 2023) and is presented on **Figure 2**.

Table 1: Edgewood Greens Development Details and Status

Development Property	Area (ha)	Units	Legal Description ¹	Phase of Development	Approval/Design Status
Dundalk Meadows West	13.1	70	Lot 18 and Part of Lots 17 and 21, Block P, Registered Plan 480 and Part of Lot 233 Concession 2	1	Built-Out
Dundalk Meadows East	40.2	470	Part of Lot 233 and Lot 234, Concession 1	2B	Built-Out
				7, 8, 10	Draft Plan Approved/ Under Construction
				11	Draft Plan Approved/ Under Construction
				9	Draft Plan Approved/ Detailed Design
Dundalk Meadows North	16.2	267	Part of Lots 232, Concession 1	2A, 3-6	Built-Out

1. Legal descriptions for all developments include "Village of Dundalk, Township of Southgate, County of Grey"

3.0 SITE DESCRIPTION

A soil investigation for Dundalk Meadows East was completed by Soil Engineers Limited. Soil Engineers Limited produced six documents summarizing the soil investigations, hydrogeological studies, and water balance for the Dundalk Meadows East site. These reports include:

- *Hydrogeological Study and Groundwater Monitoring Proposed Residential Development – 772146 Highway 10*, Soil Engineers Ltd., February 2016 (Dundalk Meadows East Hydrogeological Report).
- *A Soil Investigation for Proposed Residential Development- 772146 Highway 10*, Soil Engineers Ltd., August 2016 (Dundalk Meadows East Soil Report).
- *A Soil Investigation for Proposed Residential Development – Part of Lot 232 Concession 1 and 772146 Highway 10*, Soil Engineers Ltd., August 2016 (Dundalk Meadows North Soil Report).
- *Re: Water Balance Assessment Update Proposed Residential Development- Part Lot 232 Concession 1 and 772146 Highway 10*, Soil Engineers Ltd., September 8, 2016 (Dundalk Meadows Water Balance Letter).

These soil investigations consisted of 16 boreholes across the Dundalk Meadows East Development. These boreholes revealed that these sites are mostly topsoil underlain by layers of sandy silt till and silty sand till, with layers of silt above the till deposits at some of the borehole locations (Dundalk Meadows East Soil Report, Soil Engineers Ltd., August 2016, Dundalk Meadows North Soil Report, Soil Engineers Ltd., August 2016).

Groundwater monitoring wells were installed at selected borehole locations for the hydrogeological studies. The groundwater monitoring program determined seasonally high groundwater elevations to be between 0.5 m and 3.0 m below ground surface.

4.0 FILL REQUIREMENT

Given the existing topography of the property in relation to the proposed residential development grading, the site will require fill to raise the existing grades to an elevation suitable for servicing. Additionally, area adjacent to the Foley Drain will require fill to provide floodproofing protection measures.

Based on the proposed site grading, the following earthworks operations are required. Please note the following volumes are subject to change.

- Topsoil to be stripped within Phase 9 = 3,300 m³
- Cut-to-fill material = 1,000 m³
- Engineered soil import = 11,400 m³
- Drainage layer import (0.3 m depth) = 7,900 m³

5.0 CRITERIA

5.1 Township of Southgate

The placing of fill will not be permitted on the Subject Lands unless authorized by an executed agreement between Flato and the Township.

The Township requires confirmation that the quality of the off-site material meets Ministry of Environment “Table 2” criteria for residential development lands. To this end, Soil Engineers Ltd. (SEL) has been retained by the proponent as the geotechnical engineers. Material will be sourced from a

local licensed aggregate pit. SEL will confirm that the off-site material is clean and suitable for use on the site as fill material. SEL will provide all necessary geotechnical engineering advice during the placement of the material, from the perspective of compaction and testing. Refer to **Appendix A** for the "Geoenvironmental Guidelines for Earth Fill Importation and Placement" prepared by SEL which address the New Excess Soil Management requirements.

The following sections of this report speak to areas of interest of the Township.

6.0 WORK PLAN

6.1 Access Entrance

The proposed filling operation requires fill to be placed in lifts and compacted appropriately, per the recommendations of SEL. Therefore, a construction access route is required. Direct access to the development areas of the site will be via an existing temporary access off of Highway 10, where a haul route had been previously constructed to enable vehicles and dump trucks to enter the site from the east. Refer to **Drawing 104A** for the Site Alteration Plan.

6.2 Haul Route

The proponent and the Contractor will be restricted to use the existing temporary access driveway from Highway 10 as identified on **Drawing 104A**. At the entrance of the access road, a mud mat has been constructed to minimize the tracking of material onto Highway 10 (refer to detail provided on **Drawing 104B**).

To allow construction vehicles access to the site during the Flato West works (Phase 1), a temporary roadway was constructed along the Flato East site. This existing road will be monitored during fill operations by Soil Engineers Ltd., and Crozier, and any necessary repairs to maintain the roadway will be completed by the Contractor at the direction of the Field Engineer.

6.2.1 Haul Route Staging

As illustrated on **Drawing 104A**, upon completion of servicing of the Phase 11 Lands, the Foley Drain crossing and existing construction access road are to be decommissioned. In doing so, the construction access road is to be re-routed along Millner, Morgan and Van Dusen Avenue to provide access to the Phase 9 Lands.

6.3 Spill Contingency

During fill placement activities, no on-site storage of fuels and no filling or servicing of machinery and equipment will be allowed within 30 metres of the existing ditches, identified watercourses and environmentally sensitive lands. Machinery that is present outside of these lands will also require spill contingency procedures and this will be the responsibility of the Contractor as indicated in their contract.

6.4 Proposed Pre-Grading Design

The quantities of fill material required to develop the Phase 9 lands have been determined based on the Site Grading Plans (to be provided by the Engineer during Earthworks). These grades will ensure that positive drainage is provided on the fill material and any runoff is directed towards the identified sediment and erosion control features.

The details which are provided on **Drawing 104B**, and the Site Grading Plans provide sufficient information to allow the Contractor to complete the placement of fill within the Phase 9 Lands and to meet the stringent guidelines set out within the permit.

6.5 Erosion and Sediment Control

During the pre-grading activities, the runoff generated from the disturbed areas will drain to the existing SWMF#2 in Zone 2, and outlet to the Foley Drain and the Unnamed Tributary.

The focus of the erosion and sediment control design is to ensure that drainage which outlets to the Foley Drain and Unnamed Tributary is appropriately cleaned of sediment prior to leaving the site. The erosion and sediment control designed is also intended to minimize sediment-laden runoff entering adjacent properties around the site perimeter.

All sediment and erosion controls will be installed prior to the commencement of any Earthworks operations and maintained throughout all site activities until the site is stabilized or as directed by the Engineer, GRCA and/or Township. Controls are to be reviewed regularly, after each significant rainfall, and maintained in proper working condition.

6.5.1 Interceptor Ditches and Flow Check Dams

Interceptor ditches have been specified around portions of the site perimeter to intercept and convey flow to the sediment basin, ensuring no interference with existing drainage conditions. Additional interceptor ditches have been proposed within the site to collect and convey flows to the sediment basins. These interceptor ditches will be finished with topsoil and hydroseeded to reduce erosion.

6.5.2 Silt Fencing

Silt fencing will be installed to define the limits of the disturbed area within Zone 3 including site clearing, topsoil stripping and fill operations, temporary drainage channels, as well as in areas to intercept any flows leaving the site. Silt fencing will play a crucial role in preventing sediment from migrating into the Foley Drain. Locations for the fences are shown on **Drawing 104A**, but more fencing may be added as necessary based on decisions by Crozier and the Proponent prior to and during placement of fill.

6.5.3 Dust Suppression

During earthwork activities, the Proponent, their representatives (SEL & Crozier), and the Contractor will ensure that measures for dust suppression are provided as required, such as the application of water and lime.

6.5.4 Topsoil Stockpile

Since the earthworks operations are intended to raise the existing site grades to a suitable elevation required for servicing, it will be necessary to strip topsoil prior to fill placement. Topsoil is to be temporarily stockpiled and then used during the landscaping works. It should be noted that topsoil that is not required for the proposed development will be hauled off-site to one of the Flato Dundalk sites.

6.6 Schedule of Works

The following schedule is for the fill operations required for Zone 2. The Proponent intends to acquire external fill over a period of three to four months. Placement of fill is anticipated to commence immediately upon execution of the Site Alteration Agreement with the Township, weather permitting.

The first work to be completed on the site will be the preparation of the site, including but not limited to installation of sediment erosion controls, alterations to the temporary sediment basin and construction of the interceptor swales. As stated earlier in this report, the haul route has previously been constructed (refer to Section 6.2.1 for Haul Route Staging).

Following these initial preparations on the site, the Contractor will strip and transport all the topsoil from the Phase 9 area to the proposed stockpile location. The anticipated volume of topsoil to be stripped is 3,300 m³.

Approximately 1,000 m³ of cut-to-fill material from the Subject Development, and approximately 19,300 m³ of imported fill (approximately 11,400 m³ of engineered soil import and 7900 m³ of drainage layer import) are required to complete the pre-grading activities of the Phase 9 Lands. Fill will be placed in 200 mm lifts and compacted based on recommendations from Soil Engineers Ltd. (assume 95% or 98% SPMDD). The following is a short description of the possible work plan and schedule to transport and place import material on-site.

Assumptions:

Workday:	10 hours
Work Week:	5 days
Equipment:	10 haul trucks with capacity of 18-20 m ³ Bulldozer (crawler-mounted) Front End Loader Compactor

Travel cycle for haul trucks: 1 hour (subject to change based on location of the fill source)

Notes:

1. The size and type of equipment may vary depending on the Contractor's preference and the encountered soil and site conditions.
2. Construction activities are anticipated during typical working hours from Monday to Friday.

Using these assumptions, a total of 100 loads of fill will be transported to the site each day resulting in a daily total of 1800-2000 m³ of placed fill. Therefore, it should take approximately 10-11 working days to haul the fill material on-site.

6.7 Monitoring of Works

The site will be monitored to ensure that the placing of fill does not impact adjacent properties, existing watercourses and to provide temporary drainage as required to prevent standing water on-site.

Crozier will make periodic site visits to monitor operations and ensure all recommendations proposed within this report are being adhered to, such as placing of fill within identified approved areas, erosion and sedimentation controls and dust suppression.

SEL will be responsible for the oversight and certification of the material placed on the site and appropriate environmental testing. Copies of all testing results will be made available to the Township. The material source will be continuously monitored.

As noted earlier, SEL has prepared site-specific guidelines for the importation and placement of fill within the Fill Area, and a copy of these guidelines are included in **Appendix A**. This document will outline the frequency and type of testing for the fill material as per the MECP Guidelines and Ontario Regulation 153. A document outlining the Procedures and Requirements for Construction of Engineered Fill has also been provided by SEL and is included in **Appendix B**.

If the source of material changes during the project, ample notification along with supporting documentation will be provided by SEL and Crozier.

6.8 Rehabilitation of the Site

This filling application is considered an interim activity; a Subdivision Agreement to enable site servicing within the Phase 9 Lands is expected over the next 3-4 months.

Erosion/sediment controls are specified around the perimeter of the area of disturbance and adjacent to any existing conveyance routes, which will prevent the migration of sediment from the area of disturbance. The Proponent will be required to maintain these measures until the site is stabilized. The Proponent is required to post a security deposit, as this will provide the financial assurance necessary to address any potential long-term impacts from the earthworks operations.

7.0 CONCLUSIONS & RECOMMENDATIONS

The earthworks activities on the property will not have an impact on the adjacent properties or existing watercourses. The works will be monitored to ensure that the recommendations made within this report are followed.

We trust that this report is satisfactory, and the required agreements can be executed as quickly as possible.

Respectfully Submitted,

C.F. CROZIER & ASSOCIATES INC.



Dylan Emery, P.Eng.,
Project Engineer

C.F. CROZIER & ASSOCIATES INC.



Brendan Hummelen, P.Eng.,
Project Engineer

APPENDIX A

Geoenvironmental Guidelines for Earth Fill Importation and Placement (SEL)



BARRIE
TEL: (705) 721-7863
FAX: (705) 721-7864

MISSISSAUGA
TEL: (905) 542-7605
FAX: (905) 542-2769

OSHAWA
TEL: (905) 440-2040
FAX: (905) 725-1315

NEWMARKET
TEL: (905) 853-0647
FAX: (905) 881-8335

GRAVENHURST
TEL: (705) 684-4242
FAX: (705) 684-8522

PETERBOROUGH
TEL: (905) 440-2040
FAX: (905) 725-1315

HAMILTON
TEL: (905) 777-7956
FAX: (905) 542-2769

May 17, 2023

Page 1 of 8

FILL MANAGEMENT PLAN (FMP)

Flato Edgewood Greens Phase 9
Township of Southgate (Dundalk)

1. INTRODUCTION

The following Fill Management Plan (FMP) has been prepared on behalf of Flato East Development for the proposed residential development located at 771268 Highway 10, Township of Southgate (Dundalk). The purpose of the FMP is to provide support regarding the fill management program for proposed development and demonstrate the work will be conducted in accordance with the Ontario Regulation 406/19 – On-Site and Excess Soil Management; and Rules for Soil Management and Excess Soil Quality Standards. The volume of the importation operation is estimated to be a total of approximately 12,000 m³.

2. SITE DESCRIPTION & BACKGROUND

The subject site is located on the northeast of Highway 10 and County Road 9, Township of Southgate (Dundalk). The subject site mainly consists of vacant agriculture lands. The neighbouring properties consist mainly of rural residential and agricultural properties in all directions from the subject site. A watercourse traverses the central portion of the subject site.

The proposed is residential development and anticipated that the new development will be provided with municipal services meeting urban standards.

3. QUALIFIED PERSON

The role of a Qualified Person (QP) defined under Ontario Reg. 406/19 (O. Reg. 406/19), for the testing and movement of excess soils, is to design and implement an excess soil management plan. The receiving site QP (SEL's QP) will approve incoming excess soil from a source site based on the review of documentation from the source site, provided by the source's consultant's QP, which includes analysis for the quantity and quality of potential incoming soils and/or through independent testing of the source to verify acceptance.

In addition, visual inspection and environmental quality of the in-situ soils will be conducted as part of the fill management. The field inspection and collection of soil samples for analytical testing will be conducted by environmental personnel of SEL under the supervision of the QP. The SEL QP involved in this project is Mr. Ahmed Hassan, P. Eng. Mr. Ahmed Hassan will supervise and review periodic site visits as per Ontario Regulation 406/19 during the fill management.



A QA/QC audit verification program under direct supervision of QP is required as part of the FMP. Audit inspection and sampling will be conduct.

4. WORK ACTIVITIES

The fill management work at the subject site will include but not limited to the following:

- Site Preparation (permitting, utility locates, scheduling) and base-line soil quality assessment
- Source Soil Characterization, Review of Source Documentation, Oversight of Fill Management, Fill Placement and Engineering of Fill to Design Specifications
- Dust Control and Sediment Control
- Health and Safety Plan
- Site visit for random screening and chemical testing of imported soil
- Review of Record Keeping
- Written acceptance of material from source site

5. UTILITY LOCATES, PERMITTING AND SAFETY MEASURES

All utility locates and permitting required by local and provincial legislation are to be the Contractors responsibility. Any fee associated with permitting are the responsibility of the Contractor. The contractor shall provide safety fencing, where required, around the excavation to ensure worker safety. The Contractor shall follow the site health and safety plan during each work day.

6. SOURCE SOIL CHARACTERIZATION, SOIL IMPORTATION, STOCKPILING AND COMPACTION

6.1 Overview of the Fill Soil Management Plan

The purpose of the FMP is to outline provisions for soil characterization and record keeping. The implementation of the FMP will be completed by SEL.

6.2 Pre-Screening of Materials

Materials will be classified based on the environmental soil quality assessment of the source site provided by the source's consultants. Source site(s) will be only accepted if SEL can be satisfied with the information in the source sites environmental soil quality assessment report (including testing program conducted on the source) and if the fill meet the applicable site condition standards. Should the information in the source site report be deemed insufficient, SEL reserves the right to provide independent testing of the source to verify acceptance. Should these conditions not be met, SEL reserves the right to reject the source regardless of what documentation is presented. In no case will SEL accept any incoming source site materials if the materials do not meet the applicable site condition standards.



Environmental documentation (i.e. Assessment of Past Uses, Soil Analysis Plan and Soil Characterization) prepared for excess soil intended for import to the subject Site shall be provided to the QP for review, comment and approval prior to the intended date to commence the importation activities and should comply with the requirements outlined in O. Reg 406/19 and should include but not limited to the information summarizing:

- a. the rationale for the choice of parameters analyzed,
 - b. the description of the methods used to ensure uniform and representative sample collection,
 - c. the number, location and depths of soil samples collected,
 - d. the volume of each stockpile or area sampled *in situ*,
 - e. laboratory certificates of analysis for soil samples analyzed,
 - f. a comparison of the testing results to the applicable Excess Soil Quality Standards,
 - g. The opinion of the Source Site QP_{ESA} that the excess fill material to be exported is suitable for re-use at the Receiving Site and adheres to this Excess Fill Acceptance Protocol.
- Laboratory Analysis and Analytical Procedures:
 - The soil analysis must be undertaken by laboratories accredited by Standards Council of Canada (SCC) or Canadian Association for Laboratory Accreditation Inc. (CALA) in accordance with ISO/IEC 17025 – General Requirements for the Competence of Testing and Calibration Laboratories.
 - The analytical procedure must be conducted as outlines in section 47 of Ontario Regulation 153/04 and in the “Protocol for Analytical Methods Used in the Assessment of Properties under Part XV.1 of the Environmental Protection Act”, dated March 9, 2004, amended as of July 1, 2011.
 - Environmentally Acceptable Fill on-site Criteria:
 - Material that does not exceed the applicable Standards.
 - Material that does not contain construction debris/rubble that is inconsistent with the soil type.
 - Material that is free of aesthetic impacts

6.2.1. Imported Materials

Soil intended to be imported and used at the Subject Site must be sampled, analyzed and deemed appropriate for reuse at the Subject Site by a Qualified Person in Environmental Site Assessment (QP_{ESA}) in accordance with the Excess Soil Rules and deemed appropriate for reuse at the Subject Site by the QP_{ESA} prior to importation.



Soil imported to the subject site must be sampled and analyzed prior to import and deemed acceptable by the QP_{ESA}. Should it be determined that additional sampling and analysis is required for approval, the proposed sampling and analysis plan is to be provided for review to the QP_{ESA} in advance of implementation. This evaluation should consist of a site visit and a records review in accordance with O. Reg. 406/19 to define the contaminants of concern associated with the source site. At a minimum, soil shall be analyzed for PHC F1-F4, metals and hydride-forming metals, SAR and EC, pH, and any other contaminant of potential concern (COPC) identified at the generating site.

The sampling program for in-situ samples shall be analyzed for each 200 m³ of soil for the first 10,000 m³ of soil being brought to the site, and at least one soil sample shall be analyzed for each 450 m³ of soil being brought after the first 10,000 m³ from the same generating site. The sampling program for stockpiled material shall be analyzed based on Table 2.1 Appendix E of O. Reg. 406/19.

Imported soil is to meet the Ministry of the Environment Conservation and Parks (MECP) (2020), and adopted by reference in O.Reg.406/19 (On-Site and Excess Soil Management) made under the Environmental Protection Act, R.S.O. 1990:

- Table 2.1 RPI: Full Depth Excess Soil Quality Standards in a Potable Ground Water Condition for Residential/Parkland/Institutional Property uses (hereinafter referred to as “Table 2.1 ESQS RPI Standards”).

Imported soil must be geotechnically suitable and cannot contain any deleterious materials, organic materials (except in the case of topsoil imports), construction debris, etc. Geotechnical Engineer will review the available documents and visit the potential source site to inspect the geotechnical suitability of the material prior to importation to the site.

Further environmental quality testing of the incoming fill will be conducted at the receiving site. Soil sampling, a random field screening (visual and olfactory examination, and soil vapour measurement using a combustible gas detector) will be conducted and representative soil samples for chemical analysis will be submitted for appropriate parameters based on the source site(s) history and results of the random field screening. Imported soil cannot exhibit any staining or odours associated with petroleum hydrocarbons or other contaminants. Materials found to have exceeded the applicable Site Condition Standards will be removed from the property to an appropriate off-site location.

Soil shall not be imported to the Subject Site without prior written approval from the QP_{ESA} overseeing this Soil Management Plan and written authorization for the material having been provided from the Project Leader to the Receiving Site authorities.



Surface water and sediment runoff shall be handled by silt fencing installed on the inside of the fencing surrounding the perimeter of the subject site. All water pumped from within the excavation of the storm water management pond shall be properly handled, tested and discharged in accordance with the municipal requirements. Any potential storm sewer and manhole cover shall be protected as an entry point. Sealing manholes and constructing sediment trap at all catch basins shall be required. Sediment traps shall be straw bales placed end-to-end limiting the direct discharge of run-off to the sewer and/or swale.

6.2.2. Tracking, Environmental Screening

Upon arrival of a load of imported soil that has met the requirements of Section 6.2.2 at the Subject Site; the following inspections will be conducted by designated Subject Site Representative:

- a. The Hauling Record, or equivalent tracking sheet, for the load shall be inspected by the QP_{ESA}, for completeness and to ensure the time at which the load left the source site is consistent with the time of arrival at the Subject Site given the distance from the source site. If discrepancies are identified with respect to timing of departure from the source site and arrival at the Site, the Project Leader shall be notified prior to accepting the material at the Subject Site.
- b. A visual inspection of each incoming load for evidence of deleterious materials, chemical odors or staining is to be documented and the findings are to be summarized in the Daily Inspection Report.
- c. If the imported soil is deemed suitable for receipt based on Section 6.2.2, the soil may be placed on-site or stockpiled for later use.
- d. If the imported soil is considered suspect the soil shall either be rejected or segregated pending further testing/investigation by the QP_{ESA}.
- e. The final placement of imported soil from each source site shall be recorded, including areas of placement on-site, depths and volumes. This documentation and records shall be provided to Project Leader.

Monitoring of soil export and import shall be conducted by the Contractor in compliance with this Soil Management Plan and O.Reg 406/19. In addition to the recordkeeping requirements in this Soil Management Plan, the contractor shall maintain the Daily Inspection Report. At a minimum, records will be kept documenting:

- The dates and duration of excavation work on site
- Weather and site conditions during excavation
- Name of the Qualified Person overseeing the work
- The location and depth of excavation, and on-site soil tracking
- Results of all field screening and laboratory analytical results
- Contractors and/or haulers working on the site



7.0 DUST CONTROL AND SEDIMENT CONTROL

There is potential for nuisance dust from exposed soil to be carried off-site by vehicles and/or equipment, via airborne dust or in the form of surface runoff. Therefore, the following measures shall be implemented at the Site during earthworks:

- a. Erosion and sediment control and installation of storm water management features shall be conducted in conformance with the site-specific plans approved by the appropriate government and conservation authorities;
- b. To minimize on-site traffic, workers' vehicles will be parked in a designated area.
- c. Vehicular speed shall be limited within the construction area to minimize excessive generation of dust;
- d. The Site Supervisor will ensure that off-site roadways used by construction-related vehicles are maintained such that debris, dust and dirt are minimized to the extent reasonably practicable. Maintenance and control measures may include road sweeping, cleaning and wetting with potable water.
- e. Construction entrances equipped with a decontamination pad and/or mud mat at the Subject Site gate in conformance with site-specific erosion and sediment control plans.
- f. All equipment/vehicles shall be inspected prior to departure off-site.
- g. The Site Supervisor shall be responsible for control of dust emissions, generated from on-site vehicular traffic or other construction activities. Dust suppression techniques may include misting with potable water or use of dust suppressant.
- h. In the event of high wind conditions that cannot be addressed through the foregoing measures, work shall be restricted during high wind events until conditions are less likely to generate visible dust.
- i. Stockpiles shall be surrounded by erosion and sediment control barriers in accordance with site-specific plans to prevent storm water runoff. If necessary, soil stockpiles shall be covered to minimize dust production.
- j. Trucks transporting soil off-site shall be covered prior to leaving the Site and during transport.



Dust emissions shall be monitored daily during site work by the Site Supervisor, or designated personnel, and observations should be recorded.

Surface water and sediment runoff shall be handled by temporary Storm Water Management (SWM) ponds and silt fencing installed on the perimeter of the site. All water pumped within the excavation is to be properly handled, tested and discharged in accordance with municipal requirements. Storm sewers and manhole covers, if present, shall be protected at entry points by the Contractor. Sealing manholes and constructing sediment traps at all catch basins shall be constructed by the Contractor.

8.0 CONTINGENCY PLAN AND UNKNOWN CONDITIONS

In the event unexpected site conditions arise including inclement weather conditions and/or traffic issues, the following procedures may be required:

- Alternate trucking routes in the event of road construction
- Alternate groundwater and sediment control measures during inclement weather
- Alternate dust suppression during winter months when suitable water access is restricted
- Alternate disposal sites in the event hazardous or contaminated waste is identified

Proper procedures are to be in place to facilitate the contingency plan in the event unknown conditions are encountered.

9.0 REGULATORY PERMITTING & AUTHORIZATIONS

Activities relating to soil excavation and disposal can require various permits including:

- Permit to take Water in the event dewatering exceeds 50,000L per day, if required
- Environmental Compliance Approvals (ECAs) for air and noise emissions relating to generators, if required
- Sewer discharge permits for the Municipality or City, if required

Regulatory permits and authorizations are to be filed and approved before the aforementioned work is to take place, except in the LSRCA regulations area.



10.0 HEALTH & SAFETY PLAN

A health and safety plan must be prepared taking into consideration the type of labour, the machines to be used, and the activities on the site. The contractor will be responsible for the production and enforcement of the plan. SEL will be available for assistance and input, if required. The Ministry of Labour office will be notified through the Notice of Project of proposed activities by the contractor prior to commencement of work.

11.0 RECORD KEEPING AND VOLUME TRACKING FOR IMPORTING FILL MATERIAL FROM APPROVED SOURCE SITE(S)

- Record keeping and volumes tracking system will be in place for bringing acceptable fill material to the receiving site.
- Hauling company from approved source site(s) will obtain tickets and each ticket represents one (1) loaded truck (+/- 10m³).
- There will be full time personnel at the receiving site to keep daily records and collect all tickets from the hauling company.
- At the completion of each fill importation exercise, SEL will receive a summary of the record keeping and volume tracking system.
- Written acceptance from the receiving site in regards to any material shipped from this project.

If there are any questions regarding this Fill Management Plan, please do not hesitate to contact our office.

Yours very truly,
SOIL ENGINEERS LTD.

Ahmed Hassan, P. Eng., QP_{ESA}
AH:ah

Appendix 'A': Site Plan

Appendix 'B': Records Keeping and Volume Tracking System

Appendix ‘A’

Site Plan

Appendix 'B'

Records Keeping and Volume Tracking System

Appendix C : Records Keeping and Volume Tracking System

- Load tickets should include:

Ticket Number, source site address, truck type (tri-axle, trailer, etc.), truck license number, size of the load, time of departure from source site and time of arrival at subject site.

- Source site and subject site must separately document the departure and arrival times of each load respectively and maintain a record with them. The load ticket numbers must be documented sequentially.
- Daily tally of load tickets must be prepared by the contractor and provided to SEL. In addition, weekly summary of numbers of truck loads, volumes and status of imported material (whether environmentally acceptable, screened, suspect, etc.) should be provided to SEL for review.
- An appropriate tracking system should be prepared for the imported material to relate the source site and location of use at the subject site. The tracking system should include a site plan of the subject site identifying the location(s) where imported materials from various source sites were used. Please note that this location will only be general in nature.
- A soil importation and management report should be prepared at the completion of the FMP to document the record of the site activities. The report should include all pertinent information regarding imported fill, filling locations, load tracking, quality control, and chemical testing.
- Details of all source sites including site address, past and present uses, scope of environmental soil quality assessment, type of soil encountered, chemical testing details and volumes of soil imported must be recorded and included as an appendix in the final soil importation and management report.

APPENDIX B

Procedures and Requirements for Construction of Engineering Fill



6.2 **Earth Fill**

The permanent groundwater level on the site is shallow, generally less than 1.0 m below the prevailing ground surface. Accordingly, it is understood that the grade of the site will be raised by approximately 2 m above the existing grade.

Due to the high water table, a water-break will be required to prevent groundwater from wicking into the fill. The water-break should be a 30 cm thick layer of Granular 'B' or pit-run granular material with a silt content of 15% or less and a permeability coefficient (k) of 10^{-3} cm/sec or greater. The remainder of the fill should consist of compactable inorganic soil.

The fill should be compacted in layers 20 cm thick to 95% or + of its Standard Proctor dry density. In areas where ground settlement is tolerable, the lift thickness can be increased to 30 cm. The presence of boulders will prevent transmission of the compactive energy into the underlying material to be compacted. We recommend that the fill be screened to remove boulders greater than 150 mm in diameter.

Where underground services, roads or structures will be supported on the fill, the recommendations in Sections 6.3 'Engineered Fill' and 6.7 'Backfilling in Trenches and Excavated Areas' apply.

6.3 **Engineered Fill**

In areas where earth fill is required to raise the site, or where extended footings are necessary, it is generally more economical to place engineered fill for normal footing, underground services and pavement construction. The engineering requirements for a certifiable fill for pavement construction, municipal services, slab-on-grade, and footings designed with a Maximum Allowable Soil Pressure (SLS) of 150 kPa and a Factored Ultimate Soil Bearing Pressure (ULS) of 250 kPa are presented below:



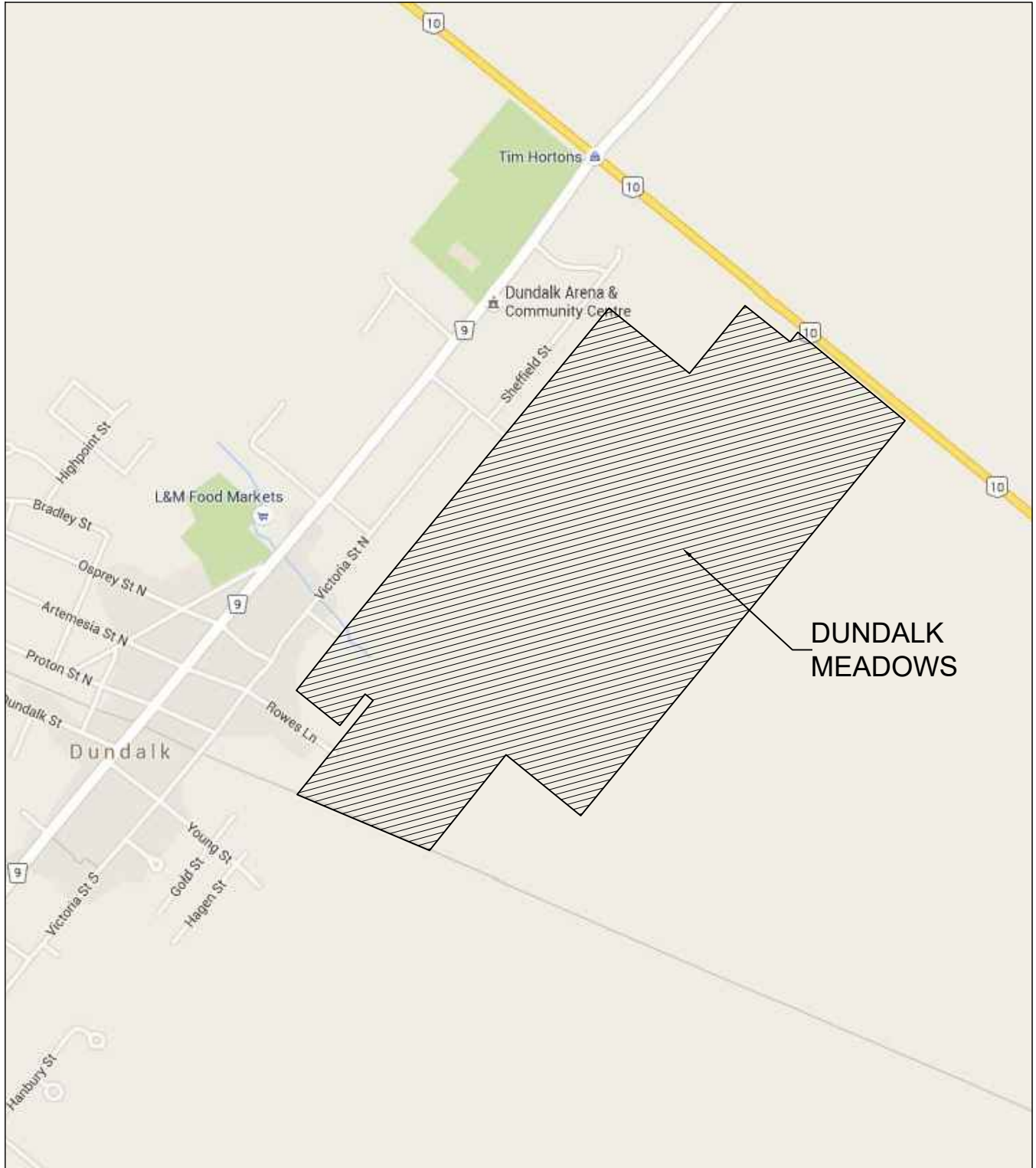
1. All of the topsoil and organics must be removed, and the subgrade must be inspected and proof-rolled prior to any fill placement. The badly weathered soil and existing earth fill must be subexcavated, sorted free of topsoil inclusions and deleterious materials, if any, aerated and properly compacted.
2. Inorganic soils must be used, and they must be uniformly compacted in lifts 20 cm thick to 98% or + of their maximum Standard Proctor dry density up to the proposed finished grade and/or slab-on-grade subgrade. The soil moisture must be properly controlled on the wet side of the optimum. If the house foundations are to be built soon after the fill placement, the densification process for the engineered fill must be increased to 100% of the maximum Standard Proctor compaction.
3. If imported fill is to be used, the hauler is responsible for its environmental quality and must provide a document to certify that the material is free of hazardous contaminants.
4. If the engineered fill is to be left over the winter months, adequate earth cover, or equivalent, must be provided for protection against frost action.
5. The engineered fill must extend over the entire graded area; the engineered fill envelope and the finished elevations must be clearly and accurately defined in the field, and they must be precisely documented by qualified surveyors.
6. Foundations partially on engineered fill must be reinforced by two 15-mm steel reinforcing bars in the footings and upper section of the foundation walls, or be designed by a structural engineer, to properly distribute the stress induced by the abrupt differential settlement (estimated to be $15 \pm \text{mm}$) between the natural soils and engineered fill.
7. The engineered fill must not be placed during the period from late November to early April, when freezing ambient temperatures occur either persistently or intermittently. This is to ensure that the fill is free of frozen soils, ice or snow.
8. Where the ground is wet due to subsurface water seepage, an appropriate subdrain scheme must be implemented prior to the fill placement.



9. Where the fill is to be placed on sloping ground steeper than 1 vertical: 3 horizontal, the face of the sloping ground must be flattened to 3 + so that it is suitable for safe operation of the compactor and the required compaction can be obtained.
10. The fill operation must be inspected on a full-time basis by a technician under the direction of a geotechnical engineer.
11. The footing and underground services subgrade must be inspected by the geotechnical consulting firm that inspected the engineered fill placement. This is to ensure that the foundations are placed within the engineered fill envelope, and the integrity of the fill has not been compromised by interim construction, environmental degradation and/or disturbance by the footing excavation.
12. Any excavation carried out in certified engineered fill must be reported to the geotechnical consultant who supervised the fill placement in order to document the locations of the excavation and/or to supervise reinstatement of the excavated areas to engineered fill status. If construction on the engineered fill does not commence within a period of 2 years from the date of certification, the condition of the engineered fill must be assessed for re-certification.
13. Despite stringent control in the placement of the engineered fill, variations in soil type and density may occur in the engineered fill. Therefore, the strip footings and the upper section of the foundation walls constructed on the engineered fill will require continuous reinforcement with steel bars, depending on the uniformity of the soils in the engineered fill and the thickness of the engineered fill underlying the foundations. Should the footings and/or walls require reinforcement, the required number and size of reinforcing bars must be assessed by considering the uniformity as well as the thickness of the engineered fill beneath the foundations. In sewer construction, the engineered fill is considered to have the same structural proficiency as a natural inorganic soil.

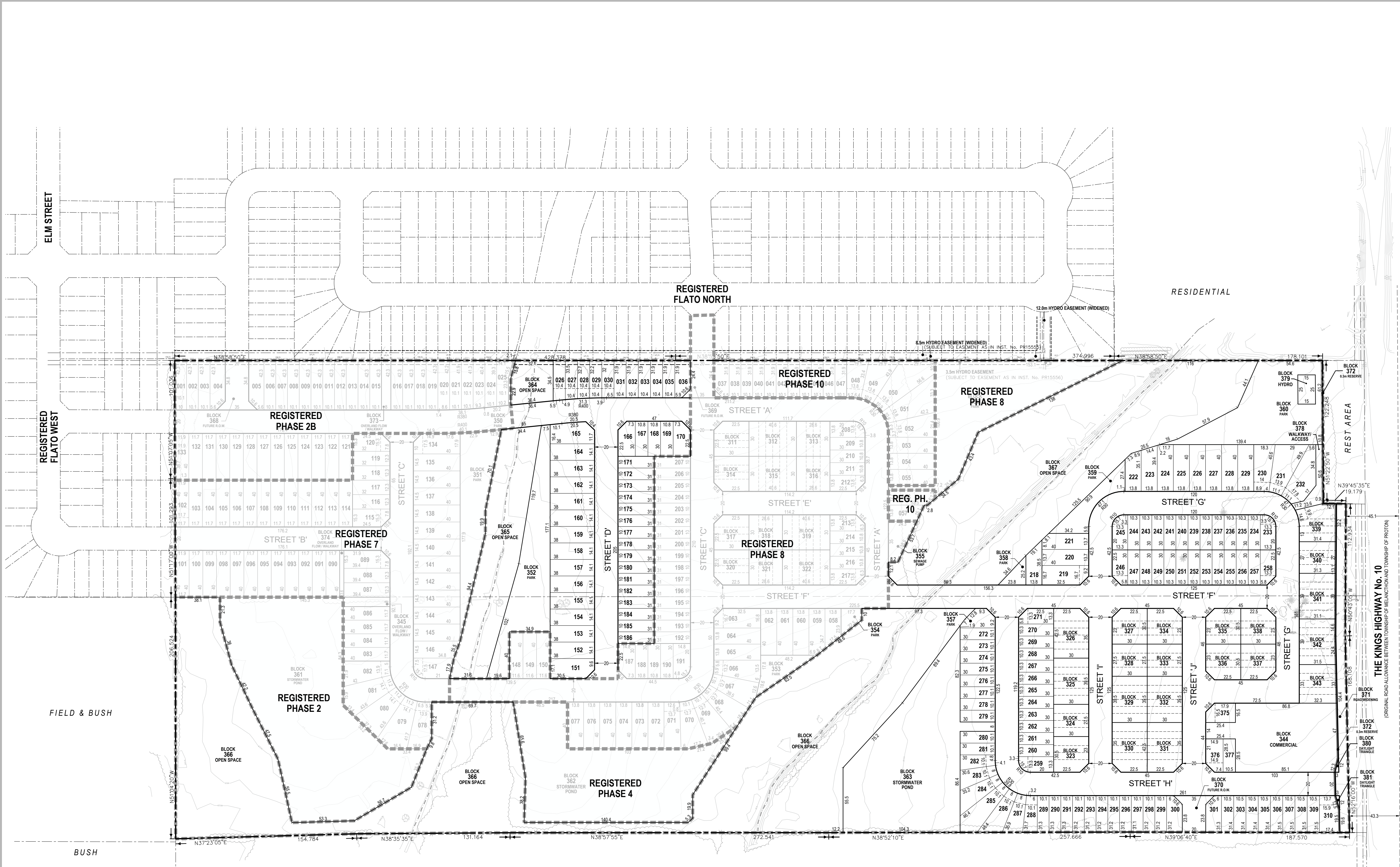
LIST OF FIGURES & DRAWINGS

Figure 1:	Site Location Plan
Figure 2:	Draft Plan of Subdivision (Flato East)
Figure 3:	Edgewood Greens Composite Phasing Plan
Drawing 104A:	Site Alteration Plan
Drawing 104B:	Site Alteration Details



DUNDALK MEADOWS

<div>Legend</div> <div><div><div></div></div><div>= SUBJECT LANDS</div></div>	<div><div>Project</div><div>FLATO EDGEWOOD GREENS TOWNSHIP OF SOUTHGATE</div><div>Drawing</div><div>SITE LOCATION PLAN</div><div>111</div></div>	<div><div><div><div><div></div></div><div>CROZIER</div><div>CONSULTING ENGINEERS</div></div><div><div>ADMIRAL BUILDING 1 FIRST STREET, SUITE 200 COLLINGWOOD, ON, L9Y 1A1 705 446-3510 T 705 446-3520 F WWW.CFCROZIER.CA INFO@CFCROZIER.CA</div></div></div><div><div><div>Drawn By</div><div>C.W.</div><div>Design By</div><div>C.W.</div><div>Project</div><div>1060-5734</div></div><div><div>Scale</div><div>N.T.S.</div><div>Date</div><div>03/10/2016</div><div>Check By</div><div>B.H.</div><div>Drawing</div><div>FIG. 1</div></div></div></div>
---	--	--



LAND USE SUMMARY			
LAND USE	LOTS / BLOCKS	UNITS	AREA
SINGLE DETACHED - 10.0m LOTS	001-047, 166-217, 233-310, 377	178	6.17ha
SINGLE DETACHED - 11.6m LOTS	056, 083-133, 148-150, 376	56	2.60ha
SINGLE DETACHED - 13.7m LOTS	048-055, 057-082, 134-147, 151-165, 218-232	78	4.65ha
SINGLE DETACHED - WIDE SHALLOW	375	1	0.04ha
TOWNHOUSE - 4 UNITS	311, 313-314, 316-318, 320-321, 323-324, 327-328, 333-340	80	1.74ha
TOWNHOUSE - 5 UNITS	343	5	0.10ha
TOWNHOUSE - 6 UNITS	312, 315, 319, 322, 325-326, 329-332, 341-342	72	1.46ha
COMMERCIAL	344		0.55ha
PARK	350-354, 356-360		2.39ha
SEWAGE PUMP	355		0.09ha
STORMWATER POND	361-363		4.10ha
OPEN SPACE	364-367		6.39ha
FUTURE RIGHT OF WAY	368-370		0.22ha
ROAD WIDENING	371		0.23ha
0.3m RESERVE	372		0.01ha
OVERLAND FLOW / WALKWAY	345, 373-374		0.07ha
ACCESS / WALKWAY	378		0.05ha
HYDRO	379		0.03ha
DAYLIGHT TRIANGLE	380-381		<0.01ha
RIGHT OF WAY			7.27ha
TOTALS		470	40.22ha

LEGEND	
--- BOUNDARY LINE	0.0m OVERHEAD HYDRO
--- RIGHT OF WAY LINE	x FENCE
--- BLOCK LINE	--- WATERCOURSE
--- LOT LINE	--- WOODED AREA
--- UNIT LINE	--- TREES
--- LEGAL FABRIC	--- PHASE LINE

LEGAL DESCRIPTION

PART OF LOTS 233 AND 234
CONCESSION 1, SOUTHWEST OF THE TORONTO AND SYDENHAM ROAD
GEOGRAPHIC TOWNSHIP OF PROTON
TOWNSHIP OF SOUTHGATE
COUNTY OF GREY

OWNER'S CERTIFICATE

I HEREBY AUTHORIZE MACNAUGHTON HERMSEN BRITTON CLARKSON PLANNING LIMITED
TO SUBMIT THIS PLAN FOR APPROVAL.

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED ON THIS PLAN
AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE ACCURATELY AND CORRECTLY
SHOWN.

KEY PLAN

Subject Site

NORTH

SCALE
0 0.25 0.5 0.75 1km

No. 7	May 9, 2023	• Add single detached lots to Block 344 • Turned Easement along Lot 232 into Walkway / Access Block • Add hydro block • Add 0.3m Reserve against Rest Area • Create blocks for Highway 10 Daylighting Triangles	M.M.
No. 6	Jul. 13, 2021	• Shift lots 090-098 to accommodate overland flow / walkway Block 374 • Convert Block 355 from park to sewage pumping station and expand • Add 6m water service easement between Lot 232 and Block 339 by shifting Blocks 339-343 the commercial Block 344	M.M.
No. 5	Jan. 28, 2020	• Removed townhouses along Streets J & G • Added Commercial block • Reassigned Street G • Added registered phases • Added surrounding registered subdivisions	M.M.
No. 4	Nov. 1, 2019	• Moved walkway from between lots 051 & 052 to between lots 055 & 056 • Widened walkway from 3m to 4m • Narrowed lot 056 from 13.8m to 12.7m	M.M.
No. 3	Mar. 13, 2019	• Widened Block 362 street frontage • Revised lots backing on to Block 362 • Shifted Street D west by 2m and adjust lots to fit	M.M.
No. 2	Feb. 9, 2017	• Widened Hydro Easement • Added daylighting triangles to Future R.O.W. • Added Overland Flow/Walkway Block 372 • Added Park Block 350 • Remove one Lot • Rearrange Lots to fit • Revised labels and dimensions	M.M.
No. 1	Jul. 5, 2016	• Revised as per MTO comments March 17, 2016 • Added road widening, 0.3m reserve, and daylighting triangles • Relocated Highway 10 entrance and future right of ways • Reorganized subdivision layout along Highway 10 • Added walkways to Open Space	M.M.
No. 0	Dec. 11, 2015	Draft Plan Application Submission	M.M.

REV. No.	DATE	ISSUED / REVISION	BY
0	Dec. 11, 2015	Draft Plan Application Submission	M.M.

ADDITIONAL INFORMATION REQUIRED UNDER SECTION 51(17)
OF THE PLANNING ACT R.S.O. 1990 C.P.13 AS AMENDED

A. AS SHOWN	F. AS SHOWN	K. MUNICIPAL WATER AND
B. AS SHOWN	G. AS SHOWN	SANITARY SERVICES. ALL
C. AS SHOWN	H. MUNICIPAL WATER SUPPLY	MUNICIPAL SERVICES AS
D. RESIDENTIAL / COMMERCIAL	I. SILT LOAM	REQUIRED.
E. AS SHOWN	J. AS SHOWN	L. AS SHOWN

PLANNING
URBAN DESIGN
& LANDSCAPE
ARCHITECTURE
MHBC PLANNING

113 COLLIER STREET
BARRIE, ON. L4M 1H2
P: 705 728 0045 F: 705 728 2010
WWW.MHBCPLAN.COM

STAMP

DEC. 11, 2015

FILE No. 15184B

SCALE 1:1,800 (ARCH D)

DRAWN BY M.M.

CHECKED BY K.M.

PROJECT
FLATO EAST
FLATO GROUP INC.
3621 HIGHWAY 7 EAST, SUITE 503
MARKHAM, ON L3R 0G6
P:(905) 479-9292 F:(905) 429-9165
WWW.FLATOGROUP.COM

FILE NAME
DRAFT PLAN OF SUBDIVISION

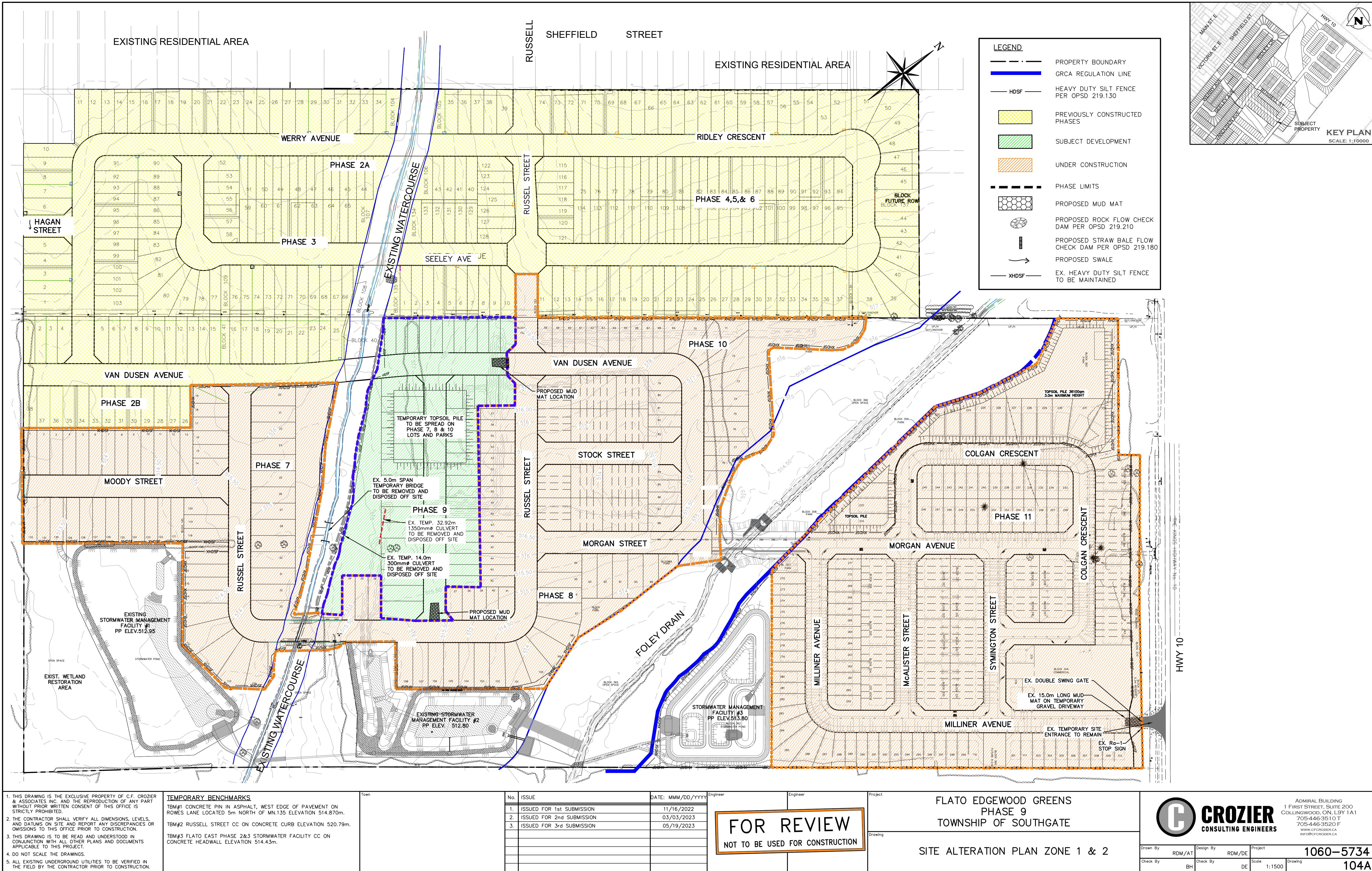
DWG No. 1 of 1

SCALE BAR
0 10 20 30 40 50 75 100 150 200m
MEASUREMENTS SHOWN ON THIS PLAN ARE IN METRES AND CAN BE
CONVERTED TO FEET BY DIVIDING BY 0.3048

N:\Southgate\Flato East - 15184B\Drawings\Draft Plan\CAD\15184B_DraftPlan_2023-05-09.dwg

112





GENERAL NOTES:

1. CONSTRUCTION EQUIPMENT TO USE EXISTING ACCESS POINT, LOCATED AT HWY 10, AS INDICATED ON THIS DRAWING. MUD MAT TO BE MAINTAINED AT ACCESS POINT.
2. ALL WORKS SHALL BE COMPLETED IN ACCORDANCE WITH THE OCCUPATIONAL HEALTH AND SAFETY ACT. THE GENERAL CONTRACTOR SHALL BE DEEMED TO BE THE "CONSTRUCTOR" AS DEFINED IN THE ACT.
3. ALL SEDIMENT AND EROSION CONTROL FACILITIES AND WORKS ARE TO BE CONSTRUCTED AND IN PLACE TO THE APPROVAL OF THE SITE ENGINEER PRIOR TO ANY GRADING OPERATIONS COMMENCING. TYPICAL WORKS INCLUDE SILT FENCES, INTERCEPTOR SWALES, STRAW BALE CHECK DAMS AND SEDIMENT TRAPS.
4. ALL TEMPORARY TOPSOIL STOCKPILES ARE TO BE PROVIDED WITH THE NECESSARY SEDIMENT AND EROSION CONTROL FEATURES.
5. ALL INTERCEPTOR SWALES ARE TO BE SEEDED TO STABILIZE THEIR BANKS IMMEDIATELY FOLLOWING CONSTRUCTION.
6. REFER TO APPLICATION FORM FOR GRUBBING OF TREES WITHIN LIMITS OF FILL AREA.
7. NO GRADING OF LANDS WILL OCCUR WITHIN SPECIFIED BUFFERS ALONG PROPERTY LINES AND INTERNAL TO SITE.
8. THE LOCATION OF ALL UNDERGROUND AND ABOVEGROUND UTILITIES AND STRUCTURES ARE NOT NECESSARILY SHOWN ON THE CONTRACT DRAWINGS, AND WHERE SHOWN, THE ACCURACY OF THE LOCATION OF SUCH UTILITIES AND STRUCTURES IS NOT GUARANTEED. BEFORE STARTING WORK, THE CONTRACTOR SHALL INFORM HIMSELF OF THE EXACT LOCATION OF ALL SUCH UTILITIES AND STRUCTURES AND SHALL ASSUME ALL LIABILITY FOR DAMAGE TO THEM.
9. TEMPORARY DRAINAGE CHANNEL AND CULVERTS TO BE DECOMMISSIONED.

MAINTENANCE & OPERATIONS OF SEDIMENT CONTROLS

SILT FENCE

1. SILT FENCE MUST BE INSPECTED WEEKLY FOR RIPS OR TEARS, BROKEN STAKES, BLOW-OUTS AND ACCUMULATION OF SEDIMENT.
2. SILT FENCE MUST BE INSPECTED FOLLOWING ALL 15mm OR GREATER RAIN STORM EVENT OR AS DIRECTED BY SITE ENGINEER.
3. SEDIMENT MUST BE REMOVED FROM SILT FENCE WHEN ACCUMULATION REACHES 50% OF THE HEIGHT OF THE FENCE.
4. ALL SILT FENCES MUST BE REMOVED ONLY WHEN THE ENTIRE SITE IS STABILIZED AND AS DIRECTED BY THE SITE ENGINEER.

STRAW BALE / ROCK CHECK DAM

1. REMOVE ACCUMULATED SEDIMENT UP STREAM OF THE CHECK DAM IF GREATER THAN ONE HALF OF DAM HEIGHT.
2. SILT REMOVAL MUST BE UNDERTAKEN WITH CARE TO MINIMIZE DOWN STREAM SEDIMENTATION IN SWALE OR DITCH.
3. STRAW BALE CHECK DAM AND ALL ACCUMULATED SEDIMENT MUST BE REMOVED WITH CARE ONCE THE CONSTRUCTION SITE IS STABILIZED AND AS DIRECTED BY THE SITE ENGINEER.

MUD MAT MAINTENANCE

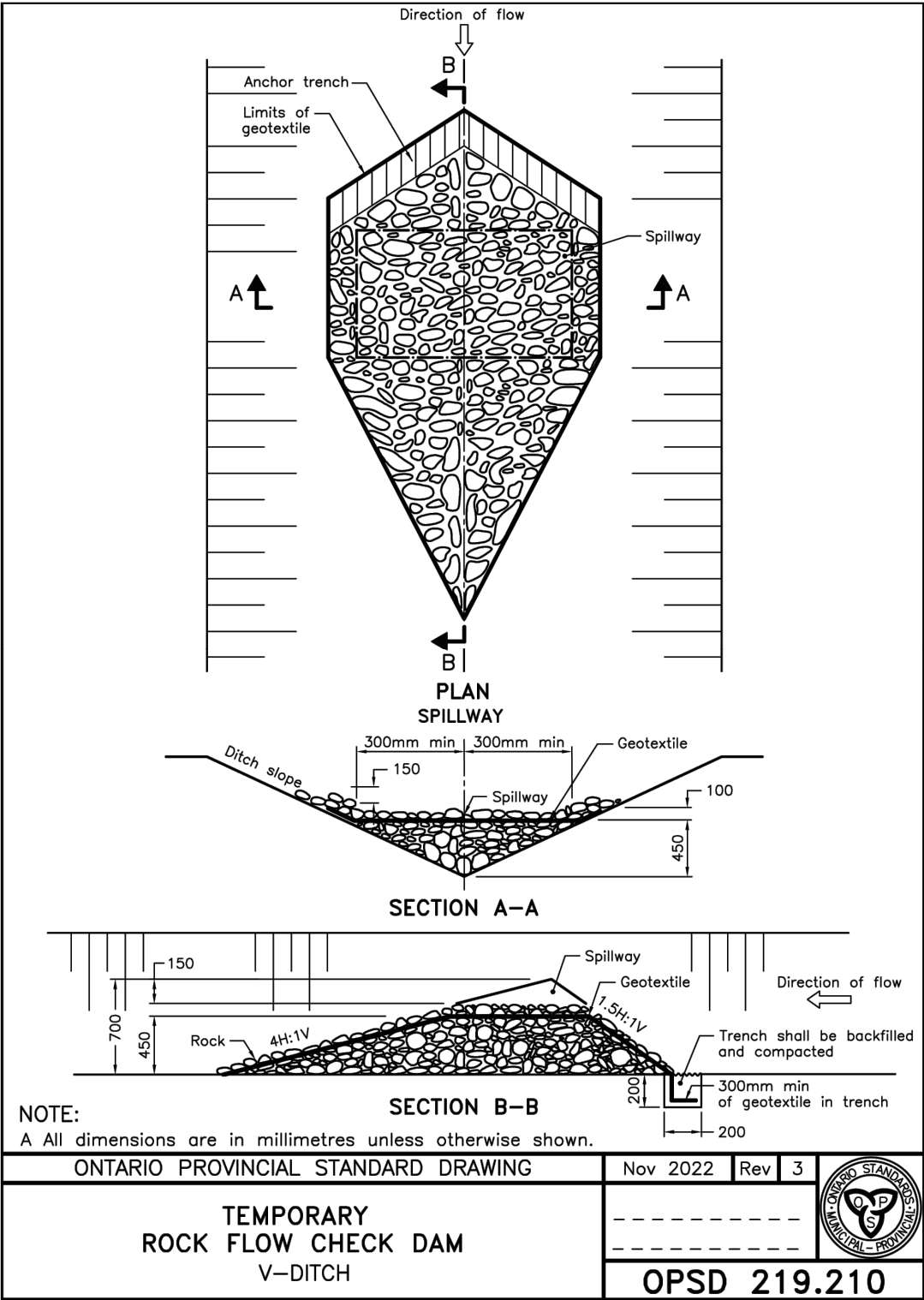
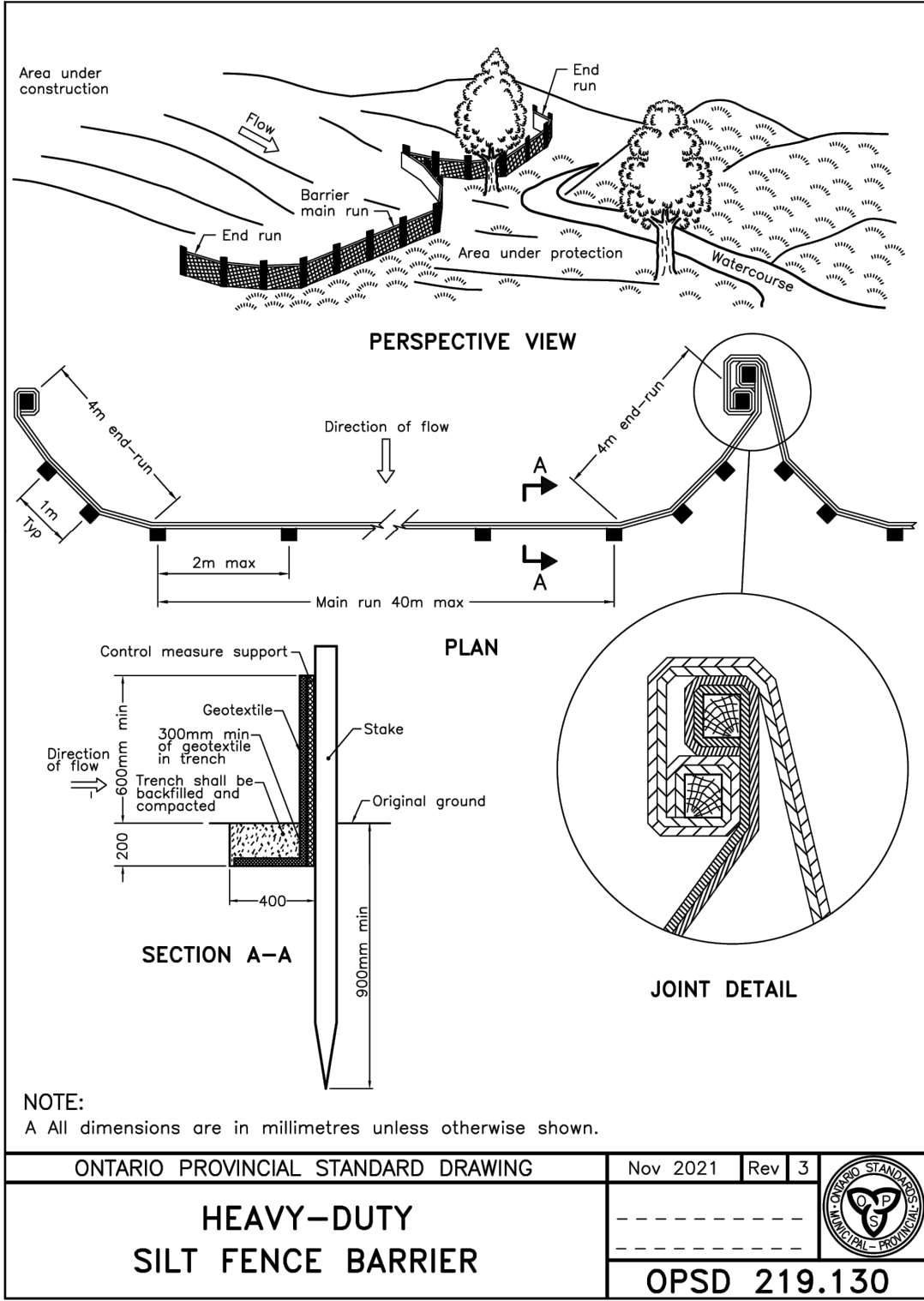
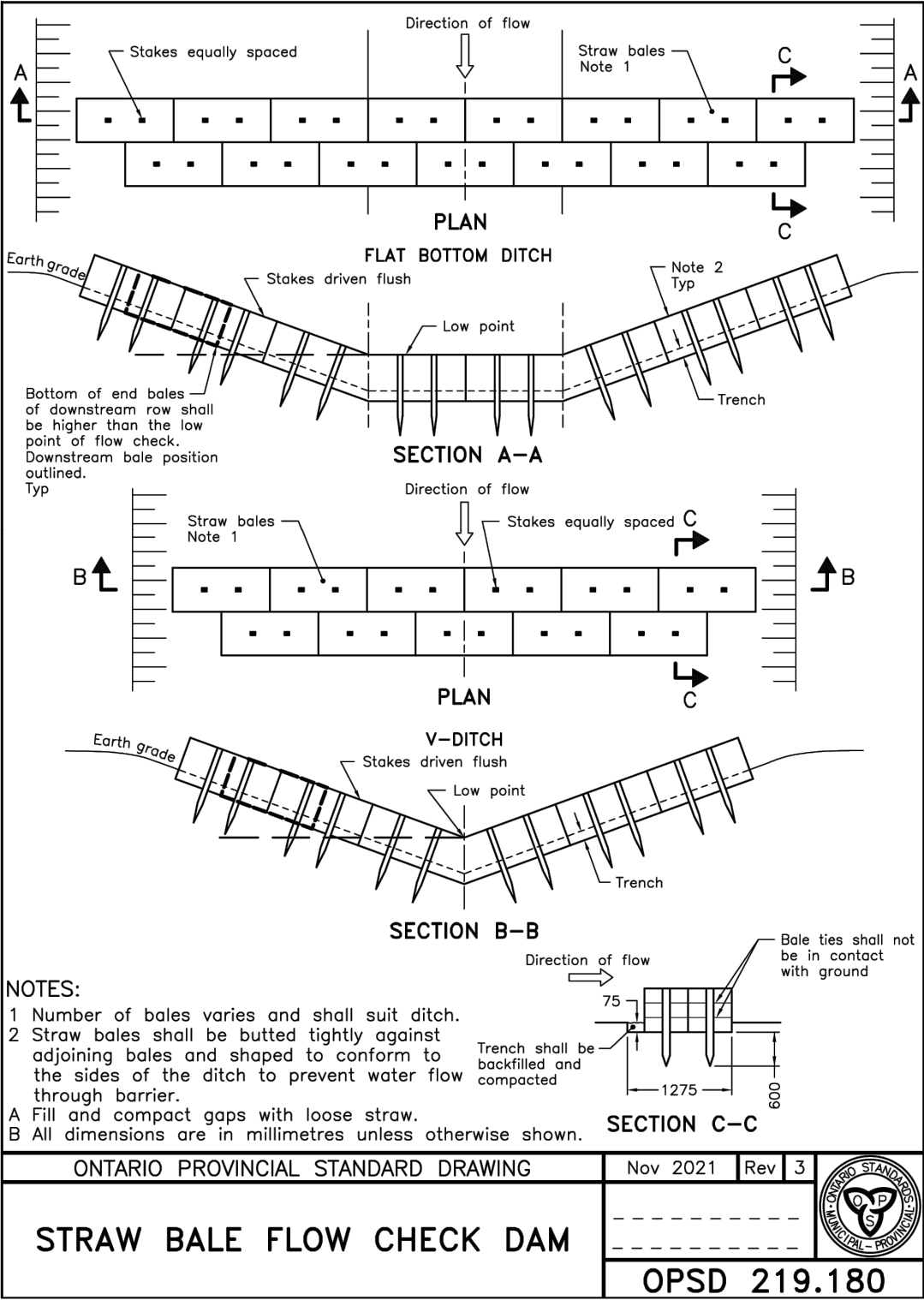
1. INSPECT MUD MAT WEEKLY TO ASSESS CONDITION AND ENSURE OPERATION EFFICIENCY.
2. SUPPLY AND PLACE ADDITIONAL CLEAR STONE AS DIRECTED BY SITE ENGINEER.
3. MAT TO REMAIN IN PLACE UNTIL SITE IS STABILIZED OR AS DIRECTED BY SITE ENGINEER.

DECOMMISSIONING / RESTORATION

1. FOLLOWING COMPLETION OF CONSTRUCTION AND AS DIRECTED BY SITE ENGINEER, ALL EROSION AND SEDIMENT CONTROL WORKS ARE TO BE REMOVED INCLUDING ANY ACCUMULATED SEDIMENT.
2. ALL WORKS LOCATED ON LANDS OUTSIDE THE PROPOSED DEVELOPMENT AREA ARE TO BE GRADED TO MATCH EXISTING SURROUNDING GROUND AND HYDROSEEDDED.
3. ALL SEDIMENT BUILD-UP TO BE REMOVED FROM SEDIMENT BASINS. CUT AREAS AND SEDIMENT BASINS TO BE TREATED WITH 25mm OF TOPSOIL AND HYDROSEEDDED AS DIRECTED BY SITE ENGINEER.
4. FOLLOWING COMPLETION OF ZONE 3 CUT AREA, TOP SOIL TO BE SPREAD OUT AT 400mm DEPTH WITHIN THE CUT AREA LIMITS AND HYDROSEEDDED.

NOTES:

1. RESIDENTIAL AREA TO BE PRE-GRADED BASED ON THE FOLLOWING PRE-GRADES:
LOTS (SINGLE FAMILY) -0.8m
LOTS (TOWNHOMES) -1.0m
ROADS -0.6m
PARKS -0.2m
2. A PRE-GRADE DETAIL FOR WALK-OUT/LOOK-OUT UNITS WILL BE PROVIDED TO THE CONTRACTOR PRIOR TO FILLING.
3. REFER TO SITE GRADING PLANS FOR PROPOSED FINAL GRADES.
4. POST ROAD SERVICING WORKS, CONTRACTOR TO PROVIDE POSITIVE DRAINAGE FOR LOT TUN-OFF VIA TEMPORARY SWALES AND/OR HICKENBOTTOM C/W CONNECTION TO STORM SEWER. WHERE APPLICABLE SILT FENCE TO BE LOCATED AT THE BOTTOM OF FILL SLOPES.



1. THIS DRAWING IS THE EXCLUSIVE PROPERTY OF C.F. CROZIER & ASSOCIATES INC. AND THE REPRODUCTION OF ANY PART WITHOUT PRIOR WRITTEN CONSENT OF THIS OFFICE IS STRICTLY PROHIBITED.

2. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS, LEVELS, AND DATUMS ON SITE AND REPORT ANY DISCREPANCIES OR OMISSIONS TO THIS OFFICE PRIOR TO CONSTRUCTION.

3. THIS DRAWING IS TO BE READ AND UNDERSTOOD IN CONJUNCTION WITH ALL OTHER PLANS AND DOCUMENTS APPLICABLE TO THIS PROJECT.

4. DO NOT SCALE THE DRAWINGS.

5. ALL EXISTING UNDERGROUND UTILITIES TO BE VERIFIED IN THE FIELD BY THE CONTRACTOR PRIOR TO CONSTRUCTION.

TEMPORARY BENCHMARKS

TBM#1 CONCRETE PIN IN ASPHALT, WEST EDGE OF PAVEMENT ON ROWES LANE LOCATED 5m NORTH OF MN.135 ELEVATION 514.870m.

TBM#2 RUSSELL STREET CC ON CONCRETE CURB ELEVATION 520.79m.

TBM#3 FLATO EAST PHASE 2&3 STORMWATER FACILITY CC ON CONCRETE HEADWALL ELEVATION 514.43m.

Town

No.	ISSUE	DATE: MMM/DD/YYYY
1.	ISSUED FOR 1st SUBMISSION	11/16/2022
2.	ISSUED FOR 2nd SUBMISSION	03/03/2023
3.	ISSUED FOR 3rd SUBMISSION	05/19/2023

Engineer

Engineer

Project

FLATO EDGEWOOD GREENS
PHASE 9
TOWNSHIP OF SOUTHGATE

Drawing

SITE ALTERATION DETAILS



ADMIRAL BUILDING
1 FIRST STREET, SUITE 200
COLLINGWOOD, ON, L9Y 1A1
705-446-3510 T
705-446-3520 F
WWW.CF-CROZIER.CA
INFO@CF-CROZIER.CA

Drawn By	RDM/AT	Design By	RDM/DE	Project	1060-5734
Check By	BH	Check By	DE	Scale	NTS
				Drawing	104B



FLATO EDGEWOOD GREENS - PHASE 9

SITE ALTERATION SECURITIES

1 First Street, Suite 200 Collingwood, ON L9Y 1A1

T (705) 446-3510 F (705) 446-3520

CFCA File No.: 1060-5771

Date: 2023.06.09

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
1.0	Supply & Install Sediment & Erosion Controls				
a)	Heavy Duty Silt Fence (OPSD 219.130)	436	m	\$13.00	\$5,668.00
b)	Mud Mat	2	ea.	\$5,965.00	\$11,930.00
c)	Straw Bale Check Dam	6	ea.	\$325.00	\$1,950.00
2.0	Supply and place 150mm Topsoil c/w Seed	26200	m ²	\$2.00	\$52,400.00
				Subtotal	\$71,948.00
3.0	5% Engineering Contingency				\$3,597.40
4.0	5% Maintenance Contingency				\$3,597.40
				HST	\$9,353.24
				Total (Including HST)	\$88,496.04

Refer to Drawing C104A & C104B - Site Alteration Plan Zone 1&2 (March 3, 2022)

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE

BY-LAW NUMBER 2023-064

being a by-law to authorize the signing of a site alteration agreement between Flato Dundalk Meadows Inc. and the Township of Southgate

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

Whereas, the parties hereto are desirous of entering into a site alteration agreement;

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

1. **That** the agreement between Flato Dundalk Meadows Inc. and the Township of Southgate attached hereto as Schedule "A" to this by-law, is hereby ratified and confirmed;
2. **That** the Mayor and Clerk are authorized and directed to sign the agreement on behalf of the Township of Southgate; and
3. **That** where the provisions of any other by-law, resolution or action of Council are inconsistent with the provisions of this by-law, the provisions of this by-law shall prevail.

READ A FIRST AND SECOND TIME THIS 5 DAY OF July 2023.

Brian Milne, Mayor

Lindsey Green, Clerk

READ A THIRD TIME AND FINALLY PASSED THIS 5 DAY OF July 2023.

Brian Milne, Mayor

Lindsey Green, Clerk

Schedule "A" to By-law 2023-064

This Site Alteration Agreement made this 5th day of July 2023, to manage the temporary placement of soil on the owner's lands.

Between:

The Corporation of the Township of Southgate
(hereinafter called the "Township")

Party of the First Part

- and -

Flato Dundalk Meadows Inc.
(hereinafter collectively called the "Owner")

Party of the Second Part

Whereas:

- a) The Owner is the owner of the lands described as Phase 9 of the Edgewood Greens Development in Schedule "A" attached hereto (collectively the "Lands"), which are the subject matter of a draft plan for residential subdivision pursuant to section 51 of the Planning Act, R.S.O. 1990, c. P.13, as amended (the "Planning Act");
- b) The Owner and the Township, as of the date of this Agreement, have not entered into a Subdivision Agreement regarding the Lands, and the Owner wishes to proceed with the temporary placement of soil, on the Lands;
- c) The Township is prepared to issue a site alteration permit pursuant to Township of Southgate By-Law 2017-049, subject to the terms and conditions contained herein.

Now Therefore this Agreement witnesseth that in consideration of the premises, other good and valuable consideration and the sum of Two Dollars (\$2.00) of lawful money of Canada, now paid by each of the parties hereto to each of the other parties hereto (the receipt whereof is hereby acknowledged), the parties agree as follows:

Article 1 – Identification of Lands and Registrations

1.1 Legal description

The Lands which are the subject matter of this Agreement are described in Schedule "A" attached hereto.

1.2 Registrations

This Agreement shall be registered against the title to the Lands upon or after execution by the parties to it, but before the commencement of any of the Permitted Site Works, as defined in section 2.1 herein. The Township's solicitor may register this Agreement and the Owner consents to the registration of same. The Township agrees, at Owner's written request and cost, to delete this Agreement from title of the Lands the earlier of i) the Owner and the Township entering into a Subdivision Agreement; or ii) the Owner's compliance with the Permitted Site Works, as defined in section 2.1 herein; or iii) mutual written agreement of the owner and the Township.

Article 2 – Permitted Alterations

2.1 Permitted Site Works

- a) The Owner must submit plans showing the proposed works including; the source of the soil or other fill matter that is to be brought onto the Lands, the soil storage area dimensions and grading; sediment and erosion controls; restoration details; haul routes and any other modifications/works proposed for the Lands. The plans and drawings described in Schedule "B" with respect to Phase 9 of the Edgewood Greens Development (the "Approved Plans") shall be deemed to have been approved for earthworks purposes only by the Township upon execution and registration of this Agreement and the issuance of a Site Alteration Permit. The Owner shall be issued a Site Alteration Permit to undertake, at its own risk, only the site works shown on the Approved Plans (the "Permitted Site Works").
- b) All Permitted Site Works shall be conducted in conformity with the Approved Plans, the Site Alteration Permit and this Agreement. Furthermore, and notwithstanding anything in this Agreement to the contrary, the Township may require amendments or revisions to any of the Approved Plans if, prior to, or during the course of, the Permitted Site Works, if, acting reasonably, determines such amendments are necessary. The Owner hereby acknowledges that any site works not shown on the Approved Plans must be undertaken pursuant to a Subdivision Agreement, or an additional Site Alteration Agreement may be required, as determined by the Township in its sole and absolute discretion acting reasonably.
- c) The Owner hereby acknowledges and abides by the conditions set out in Schedule "C" (Conditions of Approval).
- d) The Owner acknowledges and agrees that the Township, its employees and authorized agents may enter onto the Lands for the purpose of inspection to

ensure that the provisions of the Permit and this Agreement are being, or have been, complied with.

- e) The Owner shall not take any action or cause any work to be done that will adversely affect drainage from or onto properties adjoining the Lands, and the Owner shall, with the prior approval of the Township, at the Owner's expense, construct such drainage works as may be required. Notwithstanding the aforesaid, the Owner shall indemnify and save harmless the Township with respect to all claims including costs relating to drainage from or onto lands adjoining the Lands as a result of the Site Works and all related activities which are the subject matter of this Agreement and the Permit

2.2 Security Requirement

Prior to the issuance of a Site Alteration Permit letter by the Township, the Owner shall deposit with the Township cash, or an irrevocable standby letter of credit from a Canadian chartered bank acceptable to the Township in a form approved by the Township, equal to the sum of \$88,496.04 which represents the estimated cost of the soil removal and/or remediation measures that may be required, to be referred to as the "Security". In the event that a letter of credit is provided, the Township shall be named as a beneficiary secured party therein and shall contain the following provisions:

- (a) The letter of credit shall be security for any obligations of the Owner pursuant to the provisions of this Agreement and the Permit, without any limitations whatsoever;
- (b) Draws on the letter of credit shall be permitted upon presentation of a letter from the Township to the bank claiming default by the Owner under the terms of this Agreement or the Permit, and such default shall not be limited to the actions of the Owner;
- (c) Partial draws on the letter of credit shall be permitted;
- (d) If the letter of credit is not renewed at least thirty (30) days prior to the date of expiry by an irrevocable letter of renewal or replacement letter of credit in such form and on such terms acceptable to the Township, the Township may draw on up to 100% of the letter of credit on or before the date of expiry; and,
- (e) The letter of credit for this Agreement may be transferred to subdivision matters, at the Owner's request and on written consent of the Township, and the Township is satisfied that the terms of this agreement have been wholly satisfied and has confirmed same in writing.

2.3 Insurance

The Owner maintains a certificate of general liability insurance for the Lands, in which the Owner shall name the Township as additional insured upon execution of this agreement by both parties. The amount of such policy to be at least five million dollars (\$5,000,000.00) per occurrence that protects the Township, from all claims, demands actions, suits or causes of action of any kind that may be taken or made against the Township, its officials, employees, representatives and/or agents, for any loss of or damage to property, and personal injury, including bodily injury or death, that may arise with respect to the carrying out of the Permitted Site Works, the terms of this Agreement, and/or the terms of the Permit. The policy shall name the Township as an additional insured and include non-owned automobile liability, employees as additional insured, as well as a cross-liability and severability of interests clause and shall be endorsed to provide the Township with not less than thirty (30) days' notice in writing in advance of any cancellation or expiration. Concurrent with the delivery of executed copies of this Agreement by the Owner to the Township and prior to the commencement of the Permitted Site Works, the Owner shall provide the Township with a certificate of insurance evidencing the required coverage. The Owner agrees that the public liability insurance policy shall be kept in force by the Owner until the Lands have been fully built out and the Subdivision has been assumed by the Township in accordance with the subdivision agreement to be entered into between the Township and the Owner, at which point the insurance provisions of the Subdivision Agreement shall apply.

2.4 Completion of Permitted Site Works

Should the Owner fail to complete the removal of the soil stockpiles within three (3) years of executing this Agreement, or fails to comply with the Approved Plans, and the Owner has not entered into a Subdivision Agreement with the Township pertaining to Phase 9 of the Edgewood Greens Development within that time, the Township shall be entitled to draw upon the Security to complete the Permitted Site Works or to bring the Lands into compliance with the Approved Plans or to stabilize the Lands to the satisfaction of the Township, at the sole option and discretion of the Township.

2.5 Reduction or Transfer of Security

The Owner may request a reduction/release in security upon completion of the Permitted Site Works, and security may be reduced pending review and/or inspection by the Township Engineer, as recommended by the Township Engineer, acting reasonably. Should there be security remaining on deposit with the Township pursuant to this Agreement at such time as the Owner has entered into a Subdivision Agreement pertaining to Phase 9 of the Edgewood Greens Development, the balance of security pertaining to this Agreement may be transferred to the security required pursuant to the Subdivision Agreement at the Township's sole discretion and only with the Township's consent, at which point the security provisions of the Subdivision Agreement shall apply.

2.6 Default

The Owner shall be held in default in the event the provisions of this Agreement or the Site Alteration Permit are not complied with, and the Township has provided the Owner 30 days' notice to remedy same and the Owner has failed to do so. In the event of such default by the Owner, in addition to any other remedies available to the Township and without any limitation thereof, the Township may:

- (a) draw on the security in whole or in part;
- (b) undertake or complete any obligation of the Owner hereunder;
- (c) enter upon the Lands through its servants or agents for any purpose whatsoever;
- (d) issue a stop work order with respect to any further work upon the Lands;
- (e) recover from the Owner all costs and expenses incurred by the Township whether directly or indirectly, with respect to the default or the remedy thereof and collect such costs and expenses as municipal taxes.

Article 3 – Miscellaneous

3.1 Payment of Township's Costs

- (a) The Owner agrees to pay all the Township's costs and expenses, including, but not limited to, engineering review of plans, random soil testing by the Township if required, acting reasonably, soil testing as recommended by the Owner's environmental consultant, and legal fees incurred by the Township in negotiating

and preparing this Agreement and with the enforcement thereof. Invoices for such costs and expenses shall be paid by the Owner within thirty (30) days of the date of delivery of the invoice; delivery shall be deemed to have been made on the third (3rd) day after mailing.

- (b) Unless expressly stated otherwise, all and any matters, things or activities required to be done, provided or carried out by the Owner pursuant to this Agreement, the Site Alteration Permit or the Approved Plans shall be at the Owner's sole cost and not at the Township's cost.

3.2 Notices

Any notice, invoice or other writing required or permitted to be given pursuant to this agreement (including notice of a change of address) shall be deemed to have been given if delivered personally to the party or to an officer of the applicable corporation or if delivered by prepaid first class mail, on the third (3rd) day after mailing. The address for service of each of the parties is as follows:

Owner: c/o Flato Dundalk Meadows Inc.
3621 Highway #7 East, Suite 503
Markham, ON L3R 0G6

Township: The Corporation of the Township of Southgate
185667 Grey Road #9
Dundalk, Ontario N0C 1B0

To any other person at the address shown for such person in the last revised assessment roll or the latest address for such person as shown in the Township's records.

3.3 Owner's acceptance of agreement

The Owner shall not call into question, directly or indirectly, in any proceedings whatsoever in law or in equity or before any administrative tribunal the right of the Township to enter into this Agreement and to enforce each and every term of this Agreement and this Agreement may be pleaded as estoppel against the Owner in any such proceedings.

3.4 Enurement

The Permit is not transferable to any subsequent owner of the Lands. Any subsequent Owner of the Lands must apply and obtain a new fill permit and execute a new agreement to the satisfaction of the Township.

[the remainder of this page is intentionally left blank]

In Witness Whereof the parties hereto have executed this agreement under the hand of their duly authorized signing officers.

The Corporation of the Township of Southgate

Per: Mayor Brian Milne

Per: Clerk, Lindsey Green
We have the authority to bind the Corporation

Flato Dundalk Meadows Inc.

Per: Shakir Rehmatullah, President
I have the authority to bind the Corporation

Schedule "A"

Legal Description of the Owner's Lands

Phase 9 of the Edgewood Greens Development

PT LTS 233 & 234 CON 1 SWTSR PROTON; SUBJECT TO AN EASEMENT IN GROSS OVER PARTS 1 TO 4 ONPLAN 16R11252 AS IN GY179461; SUBJECT TO AN EASEMENT IN GROSS OVER PARTS 25 & 26 ON 16R11740 AS IN GY231568; TOWNSHIP OF SOUTHGATE

Schedule "B"

Description of Approved Plans

- Soil Testing, Site/Soil Management, and Reporting Protocol Document attached to this document as Schedule B-1 titled "Fill Control Report", dated May 2023.
- Site Plan Drawings detailing the Site Work & Sediment Erosion Control Plan and Site Restoration Plan are attached as Schedule B-2 titled "Site Alteration Plans" and include drawings "Flato Edgewood Greens Phase 9 Site Alteration Plan Zone 1 & 2" Revision No. 1, dated May 2023.

The following information is in the site plan drawing document Schedule B-1 that deals with site operations, erosion control and restoration on the lands.

General Notes:

1. Construction equipment use existing access point, located at Hwy 10, as indicated on this drawing. Mud mat to be maintained at access point.
2. All works shall be completed in accordance with the Occupational Health and Safety Act. The General Contractor shall be deemed to be the "Constructor" as defined in the act.
3. All sediment and erosion control facilities and works are to be constructed and in place to the approval of the site engineer prior to any grading operations commencing. Typical works include silt fences, interceptor swales, straw bale check dams and sediment traps.
4. All temporary topsoil stockpiles are to be provided with the necessary sediment and erosion control features.
5. All interceptor swales are to be seeded to stabilize their banks immediately following construction.
6. Refer to application form for grubbing of trees within the limits of fill area.
7. No grading of lands will occur within specified buffers along property lines and internal to site.
8. The location of all underground and aboveground utilities and structures are not necessarily shown on the contract drawings, and where shown, the accuracy of the location of such utilities and structures is not guaranteed. Before starting work the contractor shall inform himself of the exact location of all such utilities and structures and shall assume all liability for damage to them.

9. Temporary drainage channel culverts to be decommissioned.
10. Existing temporary topsoil stockpile (Zone 2) to be relocated.

Maintenance & Operations of Sediment Controls

Silt Fence

1. Silt fence must be inspected weekly for rips or tears, broken stakes, blow-outs and accumulation of sediment.
2. Silt fence must be inspected following all 15 mm or greater rainstorm events or as directed by the site engineer.
3. Sediment must be removed from silt fence when accumulation reaches 50% of the height of the fence.
4. All silt fences must be removed only when the entire site is stabilized and as directed by the site engineer.

Straw Bale / Rock Check Dam

1. Remove accumulated sediment up stream of the check dam if greater than one half of the dam height.
2. Silt removal must be undertaken with care to minimize downstream sedimentation in swale or ditch.
3. Straw bale check dam and all accumulated sediment must be removed with care once the construction site is stabilized and as directed by the site engineer.

Mud Mat Maintenance

1. Inspect mud mat weekly to assess condition and ensure operation efficiency.
2. Supply and place additional clear stone as directed by site engineer.
3. Mat to remain in place until site is stabilized or as directed by the site engineer.

Decommissioning / Restoration

1. Following completion of construction and as directed by the site engineer, all erosion and sediment control works are to be removed including any accumulated sediment.
2. All works located on the lands outside the proposed development area are to be graded to match existing surrounding ground and hydroseeded.
3. All sediment build-up to be removed from sediment basins. Cut areas and sediment basins to be treated with 25 mm of topsoil and hydroseeded as directed by the site engineer
4. Following completion of Zone 3 cut area, topsoil to be spread out at 400 mm depth within the cut area limits and hydroseeded.

SCHEDULE "C"

Conditions of Approval

1. Owner may not commence any site works on the subject property (i.e. within the regulated area) of the Grand River Conservation Authority, (the "GRCA") until the permit has been issued by the GRCA, if required. The Township requires proof of consultation with the GRCA prior to Permitted Site Works proceeding.
2. The Owner shall maintain an entrance permit with Township as applicable, and the haul routes to be agreed to by the Owner and the Township.
3. The sediment ponds, if applicable, shall be surrounded with construction/ security fencing to restrict access, and must be reflected on the Site Plan drawing.
4. Inactive areas to be seeded shall include the placing of sufficient topsoil to ensure that the inactive areas are stabilized to the satisfaction of the Township.
5. Any off-site nuisances (i.e. dust, weeds, standing water) shall be minimized and mitigated as necessary by the Owner.
6. Any runoff directed toward other properties are to be controlled in accordance with the Approved Plans, and shall be monitored, modified and maintained as required to ensure sediment is retained on-site. Any off-site impacts shall be mitigated, by the Owner.
7. Siltation and erosion control measures shall be implemented, by the Owner, as indicated on the Approved Plans to the satisfaction of the Township's Consulting Engineer prior to, during and after the undertaking the site works, acting reasonably.
8. The use of tracking pads (i.e. mud mats) during soil receiving operation will be required to prevent tracking of soils onto the public roadway when trucks exit the site. The contractor and/or the Owner will be responsible to inspect daily and remove any mud and/or debris as required from the roadway.
9. Soil Testing, Site/Soil Management, and Reporting Protocol is to address the following:
 - a. Report to the Township test results of soils, prior to the material being received by the Owner at the frequency recommended by the Owner's environmental consultant;

- b. Report to the Township that the actual test results of the soils being received by the Owner will be provided to the Township and in addition the Owner giving a report that states that the material is in accordance to Provincial standards, and that the material is suitable for the intended use and poses no risk to the existing natural environment and local ground water. This report is to be submitted to the Township for comment prior to the material being placed on the Lands.
 - c. Inspection and management protocols of the operation to ensure that only tested material is being received; and
 - d. Incorporate a reference to the MOE documents dated January, 2014, titled "Management of Excess Soil - A Guide for Best Management Practices" and dated April 15, 2011, titled "Soil, Ground Water and Sediment Standards for Use Under Part XV.1 of the Environmental Protection Act".
10. All site work shall be in accordance with the Approved Plans, as outlined in inclusion documents in this agreement, Schedule B-1 titled "Site Alteration Plans" and Schedule B-2 titled "Fill Control Report " and as approved by the Township, acting reasonably.

Township of Southgate

Administration Office

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

Phone: 519-923-2110

Toll Free: 1-888-560-6607

Fax: 519-923-9262

Web: www.southgate.ca

Staff Report PL2023-034

Title of Report: Flato East Phase 11 Development Project - Servicing
Allocation for Water & Wastewater Capacity

Department: Planning

Council Date: July 5, 2023

Council Recommendation:

Be it resolved that Council receive staff report PL20232-034 as information; and
That Council consider approving by-law 2023-067 for the allocation of 54 additional equivalent residential units of servicing capacity for Water and Wastewater to the Flato East Phase 11 Commercial and Residential Development Project. Specifically, it will add an additional 54 ERU of water and wastewater capacity to the development. The final allocations for phase 11 will be as follows: 29 ERU's for a commercial use, 96 ERU's for single family dwellings and 81 ERU's for 101 townhomes; and

That Council authorize the Mayor and the Clerk to sign the Flato East Phase 11 Development Project Servicing Capacity Allocation Agreement attached as Schedule A to By-law 2023-067.

Background:

The Township of Southgate allocates servicing capacity for water and wastewater to development in the Village of Dundalk.

The present Dundalk Water and Sewage Treatment Reserve Capacity, from the 2023 Reserve Firm Capacity Report, has 343 ERU's (Equivalent Residential Units) of wastewater capacity available and 2158 ERU's of water capacity available. A copy of the Triton Reporting letter for 2023, reporting on the 2023 Dundalk Servicing Capacity is included as attachment #1 to this report.

The Flato East Phase 11 commercial and residential development project has received a partial allocation and is now at the stage where the Township has been requested to consider the allocation of the remaining servicing. Previously the Township has allocated 29 units for the commercial component 42 units for the single family detached and 81 units for the 101 townhomes units.

Note: The Townhouse residential unit allocation factor is 0.8 to calculate the allocated servicing capacity of this development type.

A redline revision has been submitted that has changed the unit count slightly which has resulted in 54 ERU's being required compared to the previous report by the CAO which suggested that there was only 50 units still outstanding. This redline revision is currently before the County for approval, which is anticipated in the near future. The zoning by-law has been approved and the Subdivision Agreement will be finalized within the next couple of weeks. Staff are confident that the allocation will be utilized and therefore it is staff's recommendation that Council approve this service capacity allocation of 54 additional ERU's to the Flato East Phase 11 commercial and residential development project. To allocate these the Council will need to authorize the Servicing Capacity Allocation Agreement (Schedule A to By-law 2023-067) for signing by the Mayor and Clerk.

Financial Impact or Long-Term Implications

There is no financial impact to the municipality as a result of this report that will impact the normal municipal operating costs. We are presently working at expanding our wastewater treatment capacity that will require capital investments and the use of Development Charges we are collecting for this purpose.

The allocation of 54 ERU of capacity will be consumed with the construction of this commercial and residential development and will start to generate taxation dollars, plus water and sewer user revenues for the Township.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public.

Goal 3 - Promoting Health Services and Housing Choices

Action 3: The residents and businesses of Southgate envision a caring community which meets the needs of all ages and incomes for a healthy and comfortable life, even as our population grows and changes.

Strategic Initiatives 3-A (2019-2023): By means of appropriate policies, incentives and development partners, the Township will facilitate a significant increase in the supply and variety of both rental and purchase housing/accommodation within Southgate.

Based on the above staff have the following recommendations:

1. That Council receive this staff report as information.
2. That Council approve the allocation of 54 residential units of reserve servicing capacity of water and wastewater to the Flato East Phase 11 commercial and residential development project by Township By-law 2023-067 at the July 5, 2023 meeting.

3. That Council approve the Flato East Phase 11 Commercial and Residential Development Project for Water and Wastewater Final Servicing Capacity Allocation Agreement. A copy of the Flato East Phase 11 Servicing Capacity Allocation Agreement is included as Schedule A to By-law 2023-067.

Respectfully Submitted,

Municipal Planner: *Original Signed By*
Clinton Stredwick, BES, MCIP, RPP



CAO approval.: Original Signed By
Dina Lundy– CAO

- Attachment #1 – Triton Water and Wastewater Reserve Report 2023



**TRITON
ENGINEERING
SERVICES
LIMITED**

Consulting Engineers

105 Queen Street West, Unit 14
Fergus
Ontario N1M 1S6
Tel: (519) 843-3920
Fax: (519) 843-1943
Email: info@tritoneng.on.ca

ORANGEVILLE • FERGUS • HARRISTON

April 21, 2023

Township of Southgate
R.R. #1
185667 Grey Road 9
Dundalk, Ontario
N0C 1B0

ATTENTION: Jim Ellis,
Public Works Manager

RE: Township of Southgate
Dundalk Water Supply and
Sewage Treatment Systems
2023 Reserve Capacity Calculations
Our File: A4160(23)-R04

Dear Sir:

The attached tables outline the 2023 reserve capacity calculations for the water supply and sewage treatment systems in Dundalk. The reserve capacities have been calculated in accordance with Ministry of Environment and Conservation and Parks (MECP) guidelines. 178 new residential units were occupied within the municipal systems of Dundalk in 2022.

Table 3 provides a summary of Committed Developments which include White Rose Phases 1, 2 and 3, the Flato West Apartment Building, Flato Phases 3-8, 10 and 11, Flato Glenelg Phase 1, totalling **562** equivalent residential units (ERUs). As Committed Units, these ERUs will not come out of the Uncommitted Reserve Capacity figures indicated on Table 1 and Table 2. Table 3: *Uncommitted Developments* further outlines the various potential developments that have been granted Draft Plan Approval, or are being considered, however have not been granted allocation.

Water System:

The three (3) year average maximum day demand of the water system increased from 941m³/d to **1,008m³/d** over the past year. The 2023 uncommitted reserve capacity of the water system is **2,158 ERU**. This is based on the Townships' amount of water taking permitted by the Permit to Take Water and committed developments as outlined in Table 3. The Permit to Take Water, indicates an allowable water taking of 2,817m³/day.

Refer to Table 1 for additional information regarding water system reserve capacity calculations.

Sewage Treatment Facility:

Table 2 summarizes the sewage treatment reserve capacity calculations for 2023. The three-year annual average day flow decreased from 1,165 m³/d to **1,124m³/d**. Despite an increase in the serviced population in 2022, the 2023 uncommitted reserve capacity for the sewage treatment facility has increased from 182 ERUs to **343** new development ERUs. The increase in available reserve capacity is a result of reduced flows to the treatment facility, and due to an additional reduction in the expected ERU flow rate. The reduce flow rate is supported by on-going review and monitoring which justified a per person flow rate of 300 Litres per person per day, within Ministry recommended limits.

Refer to Table 2 for additional information regarding sewage treatment system reserve capacity calculations.

Extraneous Flow:

In conjunction with the reserve capacity calculations, we have completed a high-level assessment of the extraneous flows within the Dundalk sewage collection system. This assessment compares the precipitation, temperature, average day demand of water and the average day sewage flow measured at the WWTP on a monthly basis. The results indicate that the annual extraneous flows are within expected limits. However, there is a significant relationship between the wastewater flows and temperature increase, indicative of a system that is subject to groundwater infiltration. This is based on peaking of wastewater flows noted during the spring melt (i.e., March). Sump pump connections are likely a significant contributor.

Recommendation:

Following Council's review and adoption of the attached report, we would recommend that a copy of the report be forwarded to the MECP District Office in Owen Sound and the Grey County Planning Department. We trust you will find the enclosed to be in order. Should you have any questions, please do not hesitate to contact this office.

Respectfully,
Triton Engineering Services Limited



Dustin Lyttle, P. Eng.

cc: Dina Lundy, Township of Southgate
Clinton Stredwick, Township of Southgate
Bev Fisher, Township of Southgate

**TABLE 1
TOWNSHIP OF SOUTHGATE
2023 RESERVE CAPACITY
DUNDALK WATER SYSTEM**

DESCRIPTION	2022
1 Available Capacity ¹	2,817
2 Max Day Demand (m ³ /d) ²	1,008
3 Reserve Capacity (m ³ /d) (1) - (2)	1,809
4 Serviced Occupied Households ³	1,487
5 Persons Per Existing Residential Unit (2021 Census Data)	2.66
6 Population Served (4) x (5)	3,955
7 Maximum Day Per Capita Demand (m ³ /d) (2) ÷ (6)	0.255
8 Additional Population that can be Served (3) ÷ (7)	7,099
9 Person Per New Equivalent Residential Unit (2022 DC Background Study)	2.61
10 Additional ERUs that can be served. (8) ÷ (9)	2,720
11 Committed Development ERUs (Table 3)	562
12 Uncommitted Reserve Capacity (ERUs) (10) - (11)	2,158
¹ Available Capacity is based on lesser of Firm Capacity or Permit to Take Water. Firm capacity is 2,819m ³ /day, PTTW is 2,817m ³ /d. Well Production is 4,780m ³ /day.	
² Max day demand is the average of the maximum day demands from 2020, 2021 and 2022 (905, 1,004 and 1,444m ³ /d respectively). Maximum day demands have been adjusted to account for high demands during various infrastructure works or watermain breaks.	
³ Serviced occupied households as reported in the 2022 Water Report.	

TABLE 2
TOWNSHIP OF SOUTHGATE
2023 RESERVE CAPACITY
DUNDALK SEWAGE TREATMENT FACILITY

DESCRIPTION	2022
1 Design Capacity of Sewage Treatment Facility (m ³ /d)	1,832
2 Average Day Flow ¹ (m ³ /d) (Average of 2019, 2020 and 2021 Average Day Flows)	1,124
3 Reserve Capacity (m ³ /d) (1) - (2)	708
4 Average New Development Per Capita Flow ² (m ³ /d)	0.300
5 Additional Population that can be Served (3) ÷ (4)	2,361
6 Person Per Equivalent Residential Unit (2022 DC Background Study)	2.61
7 ERU Flow Rate (m ³ /d) (4) x (6)	0.783
8 Additional ERUs that can be Served (5) ÷ (6)	905
9 Committed Development ERUs (Table 3)	562
10 Uncommitted Reserve Capacity (ERUs) (7) - (8)	343
¹ Average of the average day flows in 2020, 2021 and 2022 (1,161m ³ /day and 1,220m ³ /day and 990m ³ /day respectively).	
² As determined by new development flow analysis supported by flow monitoring program.	

TABLE 3
TOWNSHIP OF SOUTHGATE
2023 RESERVE CAPACITY
SUMMARY OF DUNDALK DEVELOPMENTS

COMMITTED DEVELOPMENTS	TOTAL UNITS	UNITS OCCUPIED IN 2022	REMAINING UNITS AT END OF 2022
White Rose (Phase 1 & 2)	66	3	0
White Rose (Phase 3) ¹	30	0	30
Flato West Block 75 Apartment Building ²	56	21	35
Flato North (Phase 3)	46	4	0
Flato North (Phase 4)	22	22	0
Flato North (Phase 5)	59	49	0
Flato North (Phase 6)	68	48	0
Flato East (7, 8 & 10)	188	0	188
Flato East (Phase 11) ³	123	0	123
Flato East (Phase 11 - Block 344)	29	0	29
Glenelg (Phase 1)	183	31	152
ANNUAL INFILL LOTS ⁴	5	0	5
SUB-TOTAL		178	562
TOTAL COMMITTED UNITS			562
UNCOMMITTED DEVELOPMENT	TOTAL UNITS		
White Rose (Phase 3)	47		
Flato East (Phase 9)	47		
Flato East (Phase 11)	50		
Glenelg (Phase 2)	155		
Glenelg (Phase 3)	459		
Flato North West	250		
SUB-TOTAL	1,008		
¹ Partial allocation (30 of 77) of White Rose (Phase 3). 47 remain unallocated.			
² Apartment units based on assumption that each unit is 0.7 ERU.			
³ Partial allocation (152 of 173) of Flato East (Phase 11). 50 remain unallocated.			
⁴ 5 ERUs designated annually for residential infill Lots.			

TABLE 4
TOWNSHIP OF SOUTHGATE
2023 RESERVE CAPACITY
DUNDALK EXTRANEOUS FLOWS

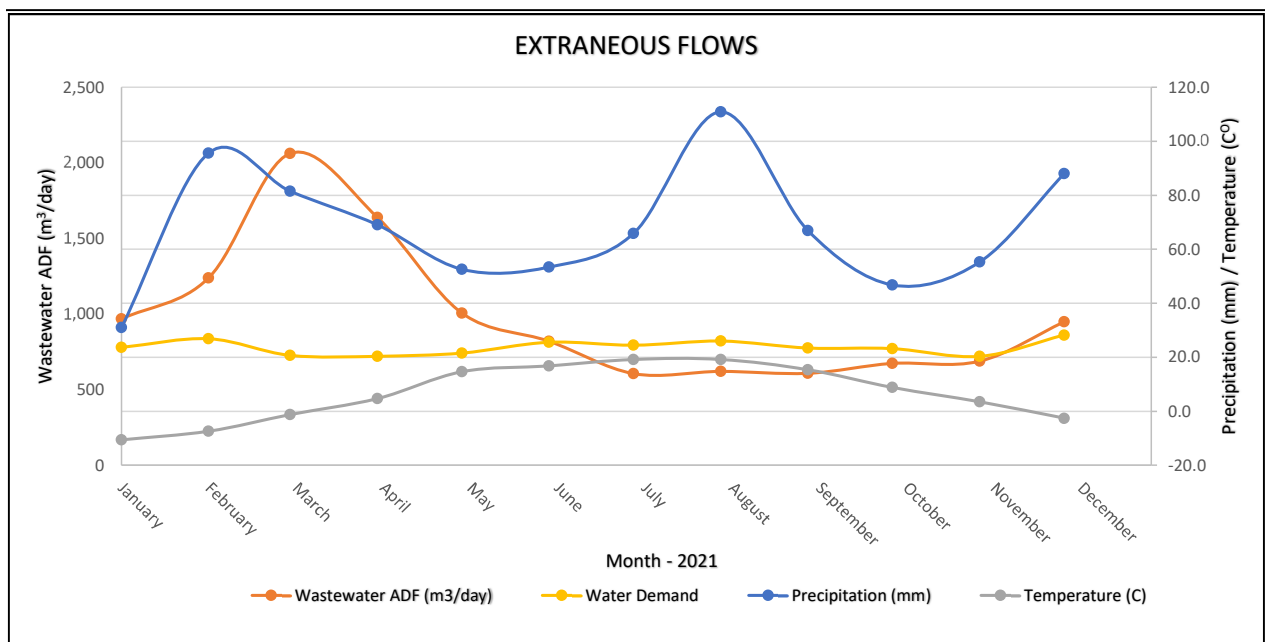
MONTH	PRECIPITATION (mm) ⁴	AMBIENT TEMP. (C°) ⁴	WASTEWATER ADF (m ³ /day)	WATER ADD (m ³ /day)	EXTRANEOUS FLOW (m ³ /day) ¹
January-2022	31.0	-10.6	967	779	188
February-2022	95.6	-7.4	1,239	837	402
March-2022	81.5	-1.2	2,063	727	1,336
April-2022	69.0	4.7	1,639	721	918
May-2022	52.6	14.6	1,006	742	264
June-2022	53.4	16.8	820	813	0
July-2022	65.8	19.2	606	794	-188
August-2022	110.9	19.2	621	821	-200
September-2022	66.9	15.4	608	775	-167
October-2022	46.8	8.8	674	772	-98
November-2022	55.3	3.5	688	721	-33
December-2022	88.0	-2.6	949	861	88
AVERAGE			990	780	209
REASONABLE EXTRANEOUS FLOW BASED ON POPULATION(m³/day)²					237
EXTRANEOUS FLOW OVER AND ABOVE REASONABLE AMOUNT(m³/day)					0
EQUIVALENT RESIDENTIAL UNITS USED BY EXTRANEOUS FLOWS (ERU)³					0

¹ This is the Wastewater ADF minus the Water ADD, used to determine Sanitary Flow over and above expected.

² Expected infiltration is 60 Litres per person per day based on modified historic MOE Standard.

³ Based on New Development Equivalent Residential Unit Sanitary Flow Rate.

⁴ Data as available for the nearest Weather Station (Environment Canada - Daily Data Report Mount Forest).



The Corporation of the Township of Southgate

By-law Number 2023-067

being a by-law to authorize an agreement between Flato Dundalk Meadows Inc. and The Corporation of the Township of Southgate

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

Whereas Section 8 of the Municipal Act, 2001, Chapter 25, as amended, provides that a municipality has the authority to govern its affairs as it considers appropriate and enables the municipality to respond to municipal issues; and

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

Whereas it is deemed necessary and desirable that the Council of the Corporation of the Township of Southgate enact a by-law authorizing the Corporation to enter into an agreement with Flato Dundalk Meadows Inc.,

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

1. **That** the agreement between Flato Dundalk Meadows Inc. and The Corporation of the Township of Southgate, attached hereto as Schedule A is hereby ratified and confirmed; and
2. **That** the Mayor and Clerk are hereby authorized and directed to sign the Agreement, in substantially the same form as the agreement attached hereto as Schedule "A", on behalf of the Corporation of the Township of Southgate and all other documents as may be necessary to give effect thereto; and
3. **That** where the provisions of any other by-law, resolution or action of Council are inconsistent with the provisions of this by-law, the provisions of this by-law shall prevail.

Read a first, second and third time and finally passed this 5th day of July 2023.

Brian Milne - Mayor

Lindsey Green – Clerk

FINAL CAPACITY ALLOCATION AGREEMENT

Made in Duplicate this 5th day of July, 2023.

BETWEEN:

Flato Dundalk Meadows Inc.
Flato East Phase 11
3621 Hwy 7, Suite #503
Markham, ON L3R 0G6
(hereinafter referred to as the "Developer")

AND

THE CORPORATION OF THE
TOWNSHIP OF SOUTHGATE
185667 Grey Road #9 – RR#1
Dundalk, ON N0C 1B0
(hereinafter referred to as the "Township")

WHEREAS the Township of Southgate ("**Township**") has available or plans for increasing Water and Wastewater servicing capacity to supply existing and future development in the Village of Dundalk "Dundalk"; and

AND WHEREAS, a new development is proposed in Dundalk and as such the development has requested in writing to the Township water and wastewater servicing capacity allocated subject to availability.

NOW THEREFORE the Parties Here to agree:

1. That the previous allocation By-law 2022-125 and water and waste water servicing agreement are hereby rescinded.
2. That the Township of Southgate will allocate 206 (two hundred & six) Equivalent residential Units of Water and Wastewater Reserve Servicing Capacity for this project as reflected in Schedule A.
3. That the Developer accepts this allocation of water and wastewater Residential Units of Reserve Servicing Capacity based on the conditions set out in this agreement.
4. That the Final Capacity Allocation Agreement shall be for a period of 3 (three) years following the municipal by-law approval date of this agreement.
5. That the Final Capacity Allocation Agreement may be extended for an additional 1 (one) year term(s) based on evidence of site development progress.
6. That the Developer accepts that at its sole discretion the Township may not agree to extend a Final Capacity Allocation Agreement in in

whole or in part, if in the opinion of Township and its Engineers that site development progress has not progressed sufficiently to reflect 50 (fifty) percent occupancy or use of the allocated servicing capacity.

7. That the Developer acknowledges that any payments to be made or works with respect to the projects allocation of Final Capacity by the Developer required by the Township must be completed to maintain this agreement in force and affect. The payments and/or works required are listed in the attached Schedule A documents that forms as part of the agreement document or provides reference to a Front Ending or Service Finance Agreement that has been previous approved by the Developer and Township Council by municipal by-law.
8. This Agreement shall be binding on the parties hereto and their heirs, executors, administrators or assigns.

IN WITNESS WHEREOF the Parties hereto have affixed their respective hands and seals.

**SIGNED, SEALED AND DELIVERED
IN THE PRESENCES OF:**

**Flato Dundalk Meadows Inc.
Flato East Phase 11**

Date:

Name: Shakir Rehmatullah
Title: President

Witness

I have authority to bind the Corporation.

**The Corporation of the Township
of Southgate**

Southgate Mayor Brian Milne

Southgate Clerk Lindsey Green

We have authority to bind the Corporation.

Schedule A

Flato East Phase 11 Development Servicing Capacity Allocation

Additional Capacity Requested:

Construction Type	Requested ERU	Residential Units
Residential Single Family	<u>54</u>	<u>54</u>
Total	54	54

Total Township Allocated Water and Wastewater Servicing Capacity for Phase 11 :

Construction Type	Allocated ERU	Residential Units
Commercial	29	
Industrial	0	
ResSingle Fam(Previously allocated)	42	42
Residential Single Family (new)	54	54
Residential Townhomes	<u>81</u>	<u>101</u>
Total	206	197

Schedule B

Flato East Phase 11

**Listing of Payments and Works for the
Development Project Final Capacity Allocation**

None



Staff Report FIN2023-013

Title of Report: FIN2023-0013 Donation, Grant, Sponsorship Funds Available

Department: Finance

Council Date: July 5, 2023

Recommendation:

Be it resolved that Council receive Staff Report FIN2023-013 Donation, Grant, and Sponsorship Funds Available be received as information;

Background:

Policy #3, Grant/Donation Policy, was approved by By-law 2018-043 on April 4, 2018. As the Township of Southgate benefits from the support of Community Volunteer Organizations, Individuals or Groups that provide a service to the community or represents the Community at events, Policy #3 sets the process an applicant must follow when requesting the Township's financial support. The Policy distinguishes between donation requests, grant requests, and funding requests. The policy does not apply to requests for financial support from Hospitals.

The Township accepts and reviews requests for funding or grants through-out the calendar year. Funding requests must be for one-time financial support from a not-for-profit community group or organization for a specific capital project where Council may consider approving 50% matching funding where there is demonstrated benefit to the public. Grant requests must be from a not-for-profit community group or organization for a capital project or service delivery event/program. Council may consider approving up to 100% of the funding request where there is demonstrated benefit to the Township of Southgate that supports the delivery of municipal services or that demonstrates an important benefit to the community.

All Donation, Funding and Grant applications are to be funded from Community Reserve Funds, which the Township of Southgate receives from the Eco-Park Royalties and the Samsung Solar.

Year to Date Allocations:

The 2023 Budget contains \$25,000 for donations, funding and grants, funded equally from the Community Benefit Reserve Funds (Eco-Park and Southgate Solar).

On February 15, 2023, Council approved \$13,375.75 in grant and donations for 2023.

Staff Comments:

Staff have reviewed the sponsorship request and can confirm that there is a balance of \$11,624.25 still available for donations, grants, and sponsorships.

Financial Implications:

None at this time

Communications & Community Action Plan Impact:

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

Mission Statement Pillars

- Trusted Government
- Economic Prosperity.

Themes:

- Municipal Services
- Public Communications

Core Values:

- Integrity
- Stewardship

Concluding Comments:

For 2023 to date, Council has approved donations/grant/sponsorships based on Policy #3 of \$13,375.75.

With an annual budget of \$25,000, there is currently \$11,624.25 still remaining for sponsorship, donation or grant requests for 2023.

Respectfully Submitted,

Dept. Head: **Original Signed By**
Adam Mighton CPA, CGA, Treasurer

CAO Approval: **Original Signed By**
Dina Lundy, CAO

Attachment: None

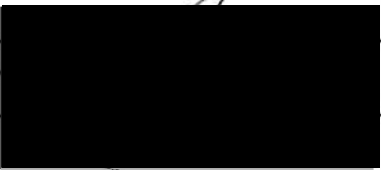


Schedule A

Conference, Workshop/Seminar & Training Policy #2

Council and Staff Education Evaluation Report Conference, Training, Seminars & Professional Development/Self-Study

Participant's Name: MARTIN SHIPSTON

Course/Workshop/Conference: <u>F.C.M</u>	Overall Evaluation: Excellent <input checked="" type="checkbox"/> Good <input type="checkbox"/> Average <input type="checkbox"/> Poor <input type="checkbox"/>
Association /Institution Provider:	Name of Instructor:
Dates of Attended: (if online, indicate online) <u>MAY 25 - 28th 2023</u>	
Purpose of Attending: <u>TO LEARN AND NETWORK WITH OUR NATIONAL COUNTERPARTS</u>	
Please summarize the contents and the main points of the course: (Attach additional pages if necessary) <u>SEE ATTACHED</u>	
Will you use this information in your role? If yes, explain how: <u>YES, I BELIEVE I WILL IN THE FACT ONE HAS TO THINK OUT SIDE OF THE BOX WHEN DEALING WITH INFRASTRUCTURE AND FISCAL ISSUES</u>	
Do you recommend that other Council Members/Staff attend this course? If so, who and why: <u>A VERY WORTHWHILE CONFERENCE</u>	
Should similar course material be presented in house? If yes, by whom? <u>N/A</u>	
Signature: 	Date: <u>JUNE 10 - 2023</u>

FCM CONFERENCE NOTES

DAY 1

Janet Drysdale, rep for C.N, opening remarks dealt with C.N's safety record and commitment to working with municipalities and businesses. The company now only moves freight not passengers so emphasis was on supply chains to keep the economy moving. I did ask reps manning their booth about the ongoing discussion about maintenance of drains on or near C.N.tracks but not much comment as talks are stalled.

Carol Saab, FCM C.E.O. in her welcoming speech talked about immigration policies. There is a need for growth as the population is ageing and less children are being born. Growth is needed for the people and ensuing economic growth. She also touched on a theme that was very evident throughout the conference, that there is a flawed dynamic between the Federal and Provincial governments, and the vacuum that leaves municipalities left to figure things out. This also tied into the discussion of a much needed new revenue stream. A statement that almost could be a rallying cry was municipalities are the providers of services and first in line to the people and should not be satisfied with the "status quo".

Jennifer McKelvie, Deputy Mayor of Toronto in her opening speech mentioned that 60% of all infrastructure is owned by municipalities but only "you cannot eat subdivisions".receive up to 12 cents out of every tax dollar. Another reason for the need for a new fiscal source and renewal.

WORKSHOP ON INTERCOMMUNITY TRANSIT

- Intercommunity transit is a driver,(no pun intended), for economic growth and mobility of new populations especially in rural areas.
- Ridership has been falling because of the pandemic, business failures of private carriers, or the same moving their operations. This does not reflect on the importance of having transit
- This again is reflected in populated areas where 3% of trips are done by bus or rail. Corridors like the Windsor to Quebec line are non-existent in rural and Northern Ontario.
- Hubs are the answer to this for they provide servicing for Go-trains, buses, public transit and smaller bus runs like the Owen Sound to Guelph line.
- Transit in rural areas should be looking for private sponsorship and advertise and highlight what we have,i.e., Grey/Bruce transit and Saugeen Mobility.
- Partnership with upper levels of government to increase the infrastructure needed in rural areas, again mentioning the fact that it is good for economic growth.
- In smaller communities transit can alleviate social isolation, help with food security issues, and impact local economies. Route rimes can be coordinated with local clinics for medical needs with partnerships with groups like United Way, V.O.N. etc.

PRIME MINISTER OPENING SPEECH

The Prime Minister talked about housing and transit funding and the necessity to make changes. One item that stuck with me was as far as the housing was to allow multiplexes being built in all developments, not just stay with the ancient idea of inclusive detached housing zoning.

DAY 2

FUTURE PROOFING CANADA'S AGRICULTURAL SECTOR

- Build up not out and keep farmland prices at respectful farmland prices, not overpriced for speculative land use. One panellist said "you cannot eat subdivisions". The resounding consensus was prime farmland should stay just that, prime agricultural land.
- A call to create agricultural advisory boards to oversee AG policies, not politicians who look only at 4 year terms, not the 25 plus that is needed for sustainability.
- Not enough lobbying by the agricultural sector to the province, needed to counterbalance the lobbying done by developers.
- Looking down the road of 25 years for sustainability many examples were given. One farmer has his own bio-digester, which quickly was copied by neighbouring farms. They treat their own manure, treat food waste from local businesses and in the process create hydro and make their own fertiliser. A perfect example of a cyclical and sustainable operation.
- Only 3% of global landmass is arable, with hundreds of thousands of acres being lost every year. Again the idea of building up not out was prevalent.
- 90% of farms across Canada are family owned, while at the same time being only 2% of the population. This is the exact opposite in the U.S. as most farms fall under a corporate banner or umbrella.

CLIMATE CHANGE AND FARMING

- The panellists touched on this topic as it directly affects land use and food sustainability and security.
- The extreme weather can destroy crops so actually more arable land is needed to offset any failures. It was stressed that land decisions have to have an agricultural climate lens to adapt to these extremes. To quote again, "you cannot eat subdivisions".
- Save arable land for farming not inclusive urban sprawl.
- An example of climate sustainability was one chicken operation that used technology in their barns. Solar walls were used for preheating, solar panels for hydro and air/heat exchangers to use heat. Water use was decreased by 40% and the carbon footprint decreased by 37%. Water use was decreased and retention was increased because of higher temperatures. Catching and retaining water will be important for times of drought and other extreme weather.

A very engaging and informative session

DAY 3

- Sustainability was also a main area when dealing with housing. This also touched on climate issues.
- A social housing organisation used CMHC seed money, their own reserves and grants from climate funds to renovate their existing buildings. Because of the cost savings of making the buildings climate worthy they can pay off loans from money saved in utilities etc. No new money is needed as it is self paying and sustainable.

I found this was a general theme of the FCM conference. To look at sustainability and to be creative with what monies municipalities can acquire. These ideas lead in to the plenary on funding.

NEW FISCAL FRAMEWORK FOR MUNICIPALITIES

- The current system of raising revenues mostly through property taxes places constraints on municipalities.
- All are labouring under a paradigm that was built on property taxes under an Act called the Baldwin Act of 1849.
- Today's challenges are different from 174 years ago as municipalities are being asked to settle newcomers, reduce greenhouse gases, as well as dealing with a infrastructure deficit of 175 billion.

Halifax Mayor Mike Savage stated "municipalities across the country are constrained by a fiscal framework that is not designed to empower local governments to drive local solutions at the scale needed for 2023 and beyond. He also stated that local governments have no ability to get respective provincial governments to even consider changing the current model. Lower tier's have no "leverage".

Mayor of Montreal Valerie Plante stated "We need to fix this broken system of fiscality because it puts us into a situation where cities are always needing and asking for things here and there." I would also say that applies to rural townships as well. Plante also said "we are looking for a vision and we are looking for recognition that we are partners". And "we want a working partnership".

Coupling that sentiment with the previously mentioned fact that municipalities own 60% of all infrastructure but get very little out of a tax dollar was can certainly understand the reasoning behind such statements.

The sessions were very informative and had one of the best trade shows. I was impressed how so much we have in common, good and bad. I am thankful I was able to attend. A very worthwhile conference.

Martin Shipston




Schedule A

Conference, Workshop/Seminar & Training Policy #2

Council and Staff Education Evaluation Report Conference, Training, Seminars & Professional Development/Self-Study

Participant's Name: MARTIN SHIPSTON

Course/Workshop/Conference: <u>O.A.C.A</u>	Overall Evaluation: Excellent <input type="checkbox"/> Good <input checked="" type="checkbox"/> Average <input type="checkbox"/> Poor <input type="checkbox"/>
Association /Institution Provider: <u>O.A.C.A</u>	Name of Instructor:
Dates of Attended: (if online, indicate online) <u>JUNE 4TH - 6TH 2023</u>	
Purpose of Attending: <u>TO LEARN MORE ABOUT PLANNING</u>	
Please summarize the contents and the main points of the course: (Attach additional pages if necessary) <u>A LOT OF SESSIONS WERE BASED ON CHANGES BY BILL 23 AND ANY REPERCUSSIONS TO PLANNERS ETC.</u>	
Will you use this information in your role? If yes, explain how: <u>AS A MEMBER OF OUR C.O.F.A YES. THE CONFERENCE SHOWED ME THAT EACH CASE IS SPECIAL AND I SHOULD BE MORE ACTIVE IN LOOKING AT FILES</u>	
Do you recommend that other Council Members/Staff attend this course? If so, who and why: <u>I THINK SO MAINLY BECAUSE OUR C.O.F.A IS MADE UP OF COUNCIL MEMBERS, SO ANY KNOWLEDGE IN A FIELD ONE IS NOT FLUENT IN IS GOOD</u>	
Should similar course material be presented in house? If yes, by whom? <u>HARD TO SAY BUT IF THERE IS ANY INFO FROM O.P.P.I AS BOOKLETS ETC THAT WOULD BE BENEFICIAL</u>	
Signature: 	Date: <u>JUNE 10 2023</u>

OACAA CONFERENCE NOTES

DAY 1

ANALYSING LEGISLATIVE CHANGES OF BILL 23 (and other Planning Proposals)

- Bill 23 changes significant to municipalities were the Schedule 2 Conservation Act and Schedule 3 Development charges.
- Priority to develop housing over (almost) all policies, aided by Bill 3 Strong Mayors, Bill 39 Integration of Public Planning and Places to Grow Act to have Provincial Planning Statement. It was noted that in Section 3(s) wordage was important. Consistency or conformity. Speakers thought consistency should be in the forefront as it is malleable, considering no two files are alike.
- Proposed P.P.S will have the growth Plan into a policy statement, repeal the plan except about greenbelt concerns. This will have a de-designation in growth plan areas.
- Emphasis on building "complete communities" where schools have to be part of that complete community.
- Upper tier items can be downloaded to lower tier governments to figure out any of the new policies., even though it still could be overridden by Ministerial approvals.
- As far as Greenbelt 7500 acres will be taken away to build 50,000 homes. It was stated 17 new areas were added to greenbelt. Easier to grade and bulldoze already flat land is the way I read that info point. In this there is no policy to revert back to Greenbelt if not developed within the normal time frames.
- Hazard lands to be amended in regulations No longer a consideration of pollution control and conservation of land. It was stated that there will be control of unstable soil or bedrock.
- Changes to Parkland, non-profit housing and 2nd and 3rd living areas on residential lots.
- Parkland rate the conveyance changed to 1 hectare to 600 units or if cash-in-lieu 1 hectare to 1,000 units. My opinion still not enough, parkland or greenspace makes a community.

STRONG MAYORS ACT

This was a review of Bill 3 and Bill 39, Building Homes Act and Better Municipal Governance Act, respectively.

- Traditional roles stated that a Mayor should be a C.E.O. and preside over meetings, provide leadership, provide information and recommendations to Council, and to be at official functions. A lot of ceremonial and procedural duties and power. This distinguished the Head of Council from other councillors This was a tradition stemming from the Baldwin Act from the 1800's.
- It was stated Bill 3 in many ways is an old idea being brought back to life. New powers for Toronto and Ottawa mayors that could move to other larger centres. It was mentioned the mayor of Ottawa does not agree with the plan.
- New amendments include the power to direct employees, appoint the C.A.O.,organise structure of municipality,appoint local boards and committees,new veto powers and powers regarding budget, all in the name of housing.
- This exercising of power should be done in writing and all info and documents pertaining to why should be provided for transparency.
- The power to dissolve committees or appoint committee chairs only applies to Committees solely made up of members of Council.

As mentioned previously all this is done for the overarching policy of building homes. This is to support Provincial priorities of building 1,5 million homes and the infrastructure needed. This is where veto power can come into play as it applies to laws passed under the Municipal, Planning, and D.C. Charges Act However a council is supposed to have a veto through a 2/3 majority vote. There is a change in Bill39 which was stated as most controversial. Power to introduce and get by-laws passed with only 1/3 of council support, and if it falls in line with provincial priorities. These most controversial powers have not been tested as I previously mentioned the Mayor of Ottawa does not agree and Toronto just is going through an election with a Mayor resigning.

IMPLICATIONS FOR C of A's

- Fundamentally the new changes in the legislation do not introduce new powers,they change the balance of power and who wields the existing powers.
- This could have an impact of more permissive and development friendly situations to the developers lobbying power and influence.
- Implications could be increased budgets to Planning Departments because of increased staffing and resources available, especially to rural townships.

PLANNING IN PUBLIC INTEREST

This was a session put on by the Ontario Professional Planners Institute and dealt with their impression and perspective on Bill 23.

- With additional residential units on one existing lot minimum of three units, could be more. One question asked was in an older subdivision what about infrastructure. Most sewer lines would be fine but there was concern about water lines being too small for all new buildings or spaces. The OPPI supports this because it allows for "gentle " intensification.
- They have long supported high density around transit hubs.
- It was mentioned that planning authority could be taken away from 7 upper-tier governments in Southern Ontario. They had concerns about planning for regions.
- They spoke and answered questions on concerns about 3rd party appeals and the fact there is a definite lack of public input. Which to myself I found alarming as it does undermine the democratic process. It is called public planning for a reason.
- They were concerned about changes to the Conservation Act but the speaker did not comment much as there could be more on the way.

It was an interesting conference and I am glad that I attended. I have downloaded the following PDF's so if any council member wants the file to read I will gladly send them to you.

- AMO HOUSING PRESENTATION
- BILL 276 AND EFFECTS
- CHANGES TO CONSERVATION AUTHORITIES ACT
- HOW TO ADDRESS PUBLIC CONCERNS
- ON FARM DIVERSIFIED USES
- OPPI WHAT TO EXPECT IN 2023 AND BEYOND
- OVERVIEW OF MPAC



Township of Southgate
Minutes of Police Service Board

April 11, 2023
9:00 AM
Holstein Council Chambers

Members Present: Mayor Brian Milne
Councillor Jim Ferguson
Member Allen Dobreen

Staff Present: Lindsey Green, Recording Secretary
Elisha Milne, Legislative Assistant

1. Call to Order

Chair Milne called the meeting to order at 9:00 AM.

2. Appointments

Moved By Member Dobreen

Seconded By Councillor Ferguson

Be it resolved that the Board appoint Elisha Milne as a Secretary of the Police Service Board.

Carried

3. Confirmation of Agenda

Moved By Councillor Ferguson

Seconded By Member Dobreen

Be it resolved that the Board confirm the agenda as presented.

Carried

4. Declaration of Pecuniary Interest

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

5. Adoption of Minutes

Moved By Member Dobreen

Seconded By Councillor Ferguson

Be it resolved that the Board approve the minutes from the February 21, 2023 Police Service Board meeting as presented.

Carried

6. Business Arising

None.

7. Detachment Commander's Report

Moved By Member Dobreen

Seconded By Councillor Ferguson

Be it resolved that the Detachment Commander's Report be received for information.

Carried

8. Correspondence

Moved By Councillor Ferguson

Seconded By Member Dobreen

Be it resolved that the Board receive the items of Correspondence dated April 11, 2023 for information.

Carried

**8.1 Crime Stoppers of Grey Bruce - Funding Request -
received February 28, 2023**

9. New / Unfinished Business

None.

10. Members Privilege - Good News & Celebrations

None.

11. Confirmation of Next Meeting

Tuesday June 20, 2023 at 9:00AM

12. Adjournment

Moved By Councillor Ferguson

Seconded By Member Dobreen

Be it resolved that the Board adjourn the meeting at 9:22 AM.

Carried

Chair Brian Milne

Recording Secretary Lindsey Green



Township of Southgate
Minutes of Affordable-Attainable
Housing Committee

April 26, 2023
6:00 PM
Electronic Participation

Members Present: Councillor Martin Shipston
Councillor Joan John
Gerry McNalty
Nola Marion
Jordan DeJong
Carolynn Dyer
Muriel Scott

Staff Present: Clinton Stredwick, Planner
Holly Malynyk, Recording Secretary

1. Call to Order

Chair Councillor Shipston called the meeting to order at 6:00PM.

2. Confirmation of Agenda

Moved By Gerry McNalty

Seconded By Carolynn Dyer

Be it resolved that the Committee confirm the agenda as amended to include the presentation to item 7.2 Institute of Southern Georgian Bay discussion.

Carried

3. Declaration of Pecuniary Interest

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

4. Delegations & Presentations

None.

5. Adoption of Minutes

Moved By Carolynn Dyer

Seconded By Gerry McNalty

Be it resolved that the Committee approve the minutes from the April 4, 2023 Affordable-Attainable Housing Committee meeting as presented.

Carried

6. Staff Updates

6.1 2023 Committee Meeting Schedule

Moved By Councillor John

Seconded By Muriel Scott

Be it resolved that the Affordable Attainable Housing Advisory Committee meet the third Tuesday of every month at 6:00PM electronically with the exception of December starting on Tuesday, May 16, 2023.

Carried

6.2 2023 Canadian Rural Housing and Homelessness Symposium - Verbal Update

Secretary Holly Malynyk provided an update on the registration of member Nola Marion on the 2023 Canadian Rural Housing Symposium.

7. New Business

7.1 Public Information Campaign Update and Discussion - Jordan De Jong

Member De Jong discussed the previous term Public Information Campaign and discussed the purpose of the information package. Members discussed what they would like to see on the

next information package, member De Jong will update the information package and bring it back to the Committee for review at a future meeting date.

7.2 Institute of South Georgian Bay Discussion - Nola Marion

Member Nola Marion discussed the Institute of South Georgian Bay, and the work that has been completed by the Institute of South Georgian Bay. Members asked questions and discussed the information available.

8. Correspondence

Moved By Carolynn Dyer

Seconded By Jordan DeJong

Be it resolved that the Committee receive the items of Correspondence dated April 26, 2023 as information.

Carried

8.1 York Region - Housing Solutions: A Place for Everyone

8.2 EcoSpark - Addressing Local Housing Issues: From Ineffective to Effective Solutions

9. Next Meeting

Tuesday May 16, 2023 at 6:00PM via Zoom.

10. Adjournment

Moved By Carolynn Dyer

Seconded By Muriel Scott

Be it resolved that the Committee adjourn the meeting at 7:18PM.

Carried

Chair Martin Shipston

Recording Secretary Holly Malynyk



Township of Southgate

Minutes of Public Planning Meeting

May 24, 2023

1:00 PM

Holstein Council Chambers

Members Present: Deputy Mayor Barbara Dobreen
Councillor Martin Shipston
Councillor Joan John
Councillor Monica Singh Soares (left the meeting at 1:11PM and did not return)

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 C25-22 - Flato Dundalk Meadows Inc., Con 1 SWTSR, Part of Lots 233 and 234, Geographic Township of Proton

2.1.1 Background

The Purpose of the proposed Zoning By-law amendment application is 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 Effect of the proposed zoning by-law Amendment would be to change the zone on a portion of the subject lands from Open Space (OS) and Local Commercial Exception 465 (C1-465) to Open Space Exception XX (OS-XX) and Residential Type 3 Exception 378 Hold (R3-378(H)) 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).

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 Grand River Conservation Authority, Southgate Public Works Department, Southgate Building Department, the County of Grey Comments, and the MTO. There was one comment received from member of the public, Paul Lisanti.

2.1.4 Questions from Council

Members of Council asked questions and staff provided responses.

2.1.5 Applicant or Agent

The Agent, Kory Chisholm of MHBC, was in attendance and presented the proposal and answered questions.

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. Land Use Planner, Ron Davidson, spoke for his client, Paul Lisanti, who is not opposed to the proposal, however expressed some concerns about the future plans for the property that he owns adjacent to the proposed location for the hydro substations.

2.1.7 Further Questions from Council

Members of Council asked further questions and staff and the Agent provided responses.

3. Adjournment

The meeting adjourned at 1:49PM.

Deputy Mayor Barbara Dobreen

Clerk Lindsey Green

**Grand River Conservation Authority
Members Attendance
January 1 - December 31, 2023**

First Name	Last Name	January 27	February 24	March 24	April 28	May 26	June 23	July	August 25	September 22	October 27	November 24	December 15	Total Attendance
Bruce	Banbury	x	x	x	x	x	x							6
Christine	Billings	x	x	x	x	x	x							6
Gino	Caputo	x	x	x	x	x	A							5
John	Challinor II	x	x	x	x	x	x							6
Ken Yee	Chew	A	x	A	x	A	x							3
Brian	Coleman	x	x	x	x	A	x							5
Doug	Craig	x	x	x	x	x	x							6
Kevin	Davis	x	x	x	A	A	x							4
Mike	Devine	x	x	x	x	x	x							6
Jim	Erb	x	x	x	x	x	x							6
Susan	Foxton	x	x	x	x	x	x							6
Guy	Gardhouse	x	x	x	x	x	x							6
Gord	Greavette	x	x	x	x	x	x							6
Lisa	Hern	x	x	A	x	x	x							5
Colleen	James	x	A	A	x	A	A							2
Daniel	Lawrence	x	x	x	x	x	x							6
David	Miller	x	x	x	x	x	x							6
Natasha	Salonen	x	x	x	x	x	A							5
Sandy	Shantz	x	x	x	A	x	A							4
Rob	Shirton	x	x	x	x	x	x							6
Jerry	Smith	x	x	x	x	x	x							6
Shawn	Watters	x	x	x	x	x	x							6
Chris	White	x	x	x	x	x	x							6
Kari	Williams	x	x	x	x	x	x							6
Alex	Wilson	x	x	A	A	A	x							3
Pam	Wolf	x	x	x	x	A	x							5
Total		25	25	22	23	22	22		0	0	0	0	0	

x = Present A = Absent

**Meetings shaded have been held virtually and do not pay mileage*

**Meetings shaded have been hybrid and mileage may occur*

Committees of the Board

Audit Committee February 15, 2023			Audit Committee November 24, 2023		
Guy	Gardhouse	x	Guy	Gardhouse	
Chris	White	x	Chris	White	
Sue	Foxton	x	Sue	Foxton	
John	Challinor	x	John	Challinor	
Brian	Coleman	x	Brian	Coleman	
Shawn	Watters	x	Shawn	Watters	
Pam	Wolf	x	Pam	Wolf	
Board Composition February 10, 2023			Ad-Hoc CA Act Committee March 13, 2023		
Chris	White	x	Chris	White	x
Sue	Foxton	x	Sue	Foxton	x
Ken	Chew	x	John	Challinor	x
Doug	Craig	x	David	Miller	x
Alex	Wilson	x	Shawn	Watters	x
Pam	Wolf	x			
Board Composition May 17, 2023			Ad-Hoc CA Act Committee May 10, 2023		
Chris	White	x	Chris	White	x
Sue	Foxton	x	Sue	Foxton	x
Ken	Chew	A	John	Challinor	x
Doug	Craig	x	David	Miller	x
Alex	Wilson	x	Shawn	Watters	x
Pam	Wolf	x			

Administration & Finance Division
Planning & Development Division
Phone: (807)274-5323
Fax: (807)274-8479

Operations & Facilities Division
Phone: (807)274-9893
Fax: (807)274-7360

Mailing Address for All Divisions:
320 Portage Avenue
Fort Frances, ON
P9A 3P9



Community Service Division
Phone: (807)274-4561
Fax: (807)274-3799

Email: town@fortfrances.ca
www.fortfrances.ca

May 15, 2023

RE: RESOLUTION IN RESPONSE TO THE OPIOID CRISIS

Please be advised that at the Regular Council Meeting on May 8th, 2023 the Town of Fort Frances Council considered and adopted the following Resolution:

Resolution No. 195

Moved By: Mandi Olson
Seconded By: Steven Maki

WHEREAS Fort Frances recognizes that challenges of mental health, addictions, specifically opioids, and homelessness are complex issues that have a significant and detrimental impact on the residents of Fort Frances;

WHEREAS addressing and responding to these issues has placed extreme stress on all levels of municipal and non-municipal programs and services, including various not-for-profit organizations and provincially funded health services within Fort Frances and surrounding communities;

WHEREAS mental health, opioids and homelessness trends are, in recent years, at an all-time high and such prevalence is impacting the overall wellbeing of the people of Fort Frances and the surrounding communities;

WHEREAS Fort Frances Council acknowledges that approaches to addressing and responding must include diverse and inclusive approaches to these issues, and should not be viewed as a single solution response;

WHEREAS addressing and responding will require strategies and practices specific and uniquely designed for Fort Frances and surrounding communities;

WHEREAS Fort Frances Council accepts that the responsibility to address these challenges rests with community stakeholders, partners, residents, as well as federal and provincial government and agencies;

WHEREAS challenges of mental health, addictions and homelessness are not unique to Fort Frances; Fort Frances and surrounding communities hold the greatest prevalence of opioid crisis within Ontario;

WHEREAS Fort Frances Council recognizes that municipal emergencies in Ontario are declared by the head of council as per the process detailed in the Emergency Management and Civil Protections Act; and

WHEREAS Fort Frances Council acknowledges that a declaration of emergency does not immediately result in a municipality receiving any additional funds or resources from a senior government level.

THEREFORE IT IS RESOLVED THAT Council of the Town of Fort Frances ("**Council**") conveys the following comments as submissions to the Commission:

1. THAT **Council** directs staff to send a letter to all municipalities in Ontario, surrounding First Nation communities, MPs and MPPs, requesting letters of support advocating for additional resources to combat the opioid crisis;

And FURTHER THAT these letters be forwarded to Rural Ontario Municipal Association (ROMA), Northwestern Ontario Municipal Association (NOMA) the Association of Municipalities of Ontario (AMO), and the federal and provincial government advocating the need for additional resources and support towards the current opioid crisis in Northwestern Ontario.

2. THAT **Council** recommend and support the Northwestern Health Unit establish a north or northwest regional coalition of public health, relevant community agencies, and others as appropriate, in order to amplify regional concerns and investigate potential strategies and resources."

CARRIED

Sincerely,

A handwritten signature in black ink, appearing to read 'GL', with a long horizontal line extending to the right.

Gabrielle Lecuyer, AOMC
Clerk

ms/GL

P.O. Box 490
7 Creswell Drive
Trenton, Ontario K8V 5R6
www.quintewest.ca



A Natural Attraction

Tel: 613-392-2841
Toll Free: 1-866-485-2841
josh.machesney@quintewest.ca

Josh Machesney, City Clerk

June 19, 2023

The Honourable Doug Ford
Premier of Ontario
Premier's Office, Room 281
Legislative Building
Queen's Park, Toronto, ON M7A 1A1

RE: Legislative Amendments to Improve Municipal Codes of Conduct and Enforcement

Dear Premier Ford:

This letter will serve to advise that at a meeting of City of Quinte West Council held on June 14, 2023 Council passed the following resolution:

Motion No 23-266 – Notice of Motion – Councillor Sharpe - Legislative Amendments to Improve Municipal Codes of Conduct and Enforcement

Moved by Councillor Stedall

Seconded by Councillor Card

Whereas, all Ontarians deserve and expect a safe and respectful workplace;

And whereas, municipal governments, as the democratic institutions most directly engaged with Ontarians need respectful discourse;

And whereas, several incidents in recent years of disrespectful behaviour and workplace harassment have occurred amongst members of municipal councils;

And whereas, these incidents seriously and negatively affect the people involved and lower public perceptions of local governments;

And whereas, municipal Codes of Conduct are helpful tools to set expectations of council member behaviour;

And whereas, municipal governments do not have the necessary tools to adequately enforce compliance with municipal Codes of Conduct;

And whereas the Councillors Freeman, Reid, Sharpe and Stedall support the "Women of Ontario Say No" and their effort to get this legislation passed;

Now, therefore be it resolved that the City of Quinte West supports the call of the Association of Municipalities of Ontario for the Government of Ontario to introduce legislation to strengthen municipal Codes of Conduct and compliance with them in consultation with municipal governments;

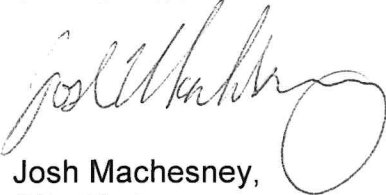
Also be it resolved that the legislation encompass the Association of Municipalities of Ontario's recommendations for:

- Updating municipal Codes of Conduct to account for workplace safety and harassment
- Creating a flexible administrative penalty regime, adapted to the local economic and financial circumstances of municipalities across Ontario
- Increasing training of municipal Integrity Commissioners to enhance consistency of investigations and recommendations across the province
- Allowing municipalities to apply to a member of the judiciary to remove a sitting member if recommended through the report of a municipal Integrity Commissioner
- Prohibit a member so removed from sitting for election in the term of removal and the subsequent term of office. **Carried**

We trust that you will give favourable consideration to this request.

Yours truly,

CITY OF QUINTE WEST



Josh Machesney,
City Clerk

cc:

Hon. Steve Clark, Minister of Municipal Affairs and Housing
Hon. Charmaine Williams, Associate Minister of Women's Social and Economic Opportunity
Hon. Todd Smith, MPP, Bay of Quinte
Colin Best, President, Association of Municipalities of Ontario (AMO)
All Municipalities in Ontario



COUNCIL RESOLUTION

Resolution No.: 232-23

Date: Jun 20, 2023

Moved By: 

Seconded By: 

WHEREAS the Government of Ontario, through the Minister of Municipal Affairs and Housing, has introduced Bill 3 which is described as "An Act to amend various statutes with respect to special powers and duties of heads of council";

AND WHEREAS this Bill, if enacted, will give Mayors additional authority and powers, and correspondingly take away authority and powers from Councils and professional staff, and will include giving the Mayor the authority to propose and adopt the Municipal budget and to veto some decisions of Council;

AND WHEREAS this Bill, if enacted, will give authority over professional staff to the Mayor, including that of the Chief Administrative Officer;

AND WHEREAS these changes will result in a reduction of independence for professional staff including the CAO, who currently provide objective information to the Council and public and will now take direction from the Mayor alone when the Mayor so directs;

AND WHEREAS the Government of Ontario is proposing to expand the list of municipalities where the Head of Council has strong mayor powers and duties;

THEREFORE, this Municipality of Shuniah, passes this resolution to petition the Government of Ontario that:

1. These changes to the Municipal Act, 2001, are unnecessary and will negatively affect the Municipality of Shuniah;
2. That if the Ontario Government deems these changes necessary in large single-tier municipalities such as Toronto and Ottawa, that such changes should not be implemented in smaller municipalities;
3. That the Ontario Government should listen to concerns raised by Associations such as AMO and AMCTO;
4. That if the stated goal of this legislation is to construct more housing in Ontario that this can be accomplished through other means including amendment of the Planning Act and funding of more affordable housing.

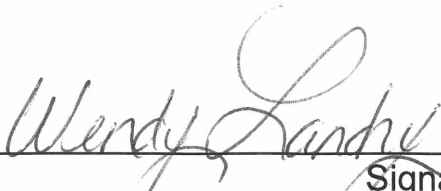
Council further directs the Clerk to ensure that a copy of this resolution be provided to the Premier of Ontario, the Minister of Municipal Affairs and Housing, Thunder Bay MPP's, the Association of Municipalities of Ontario, and other Municipalities in Ontario."

☒ **Carried**

☐ **Defeated**

☐ **Amended**

☐ **Deferred**


Signature



June 26, 2023

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1
Via Email: premier@ontario.ca

RE: Vacant Building Official Positions

Pleased be advised that the Council of the Municipality of North Perth passed the following resolution at their regular meeting held June 5, 2023 regarding vacant building official positions:

Moved by Councillor Rothwell **Seconded by** Councillor Duncan

WHEREAS building officials in Ontario examine building plans and inspect building construction to ensure compliance with the Ontario Building Code to ensure public safety;

AND WHEREAS in October 2022, Premier Doug Ford and the Ontario government announced their intent to build 1.5 million homes in the next ten years in an effort to generate enough supply to meet a high demand for now and in the future;

AND WHEREAS according to the Ontario Building Officials Association over 50 per cent of existing building officials are eligible to retire;

AND WHEREAS according to the Ontario Building Officials Association building officials are in high demand;

AND WHEREAS many municipalities across Ontario have job postings for building officials that remain unfilled;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of North Perth urges the Provincial Government to provide support to municipalities to fill vacant building official positions;

AND FURTHER THAT this resolution be circulated to Premier Doug Ford, Steve Clark, Minister of Municipal Affairs and Housing, Provincial opposition parties, Matthew Rea MPP, all municipalities in Ontario and AMO.

CARRIED

If you have any questions regarding the above resolution, please do not hesitate to contact me at lcine@northperth.ca.

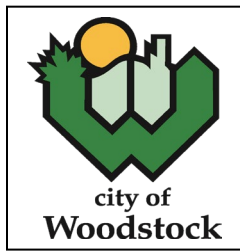
Sincerely,

A handwritten signature in black ink, appearing to read "Lindsay Cline". The signature is fluid and cursive, with the first name "Lindsay" and last name "Cline" clearly distinguishable.

Lindsay Cline,
Clerk/Legislative Services Supervisor
Municipality of North Perth

cc.

Hon. Steve Clark, Minister of Municipal Affairs and Housing
Provincial Opposition Parties
Perth-Wellington MPP Matthew Rea
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities



Office of the City Clerk
Woodstock City Hall
P.O. Box 1539
500 Dundas Street
Woodstock, ON
N4S 0A7
Telephone (519) 539-1291

June 27, 2023

Honourable Caroline Mulroney
Ministry of Transportation
777 Bay Street, 5th floor
Toronto, Ontario M7A 1Z8

Via e-mail – minister.mto@ontario.ca

Highway Traffic Act Amendments

At the regular Council meeting held on June 15, 2023, the following resolution was passed.

“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 Woodstock 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, Oxford MPP, Ernie Hardeman, the Association of Municipalities of Ontario (AMO) and all Ontario Municipalities.

Yours Truly,

A handwritten signature in black ink, appearing to read 'Sunayana', written in a cursive style.

Sunayana Katikapalli
Deputy City Clerk

Cc: (via email)

Honourable Steve Clark, Ontario Minister of Municipal Affairs and Housing

Honourable Ernie Hardeman, Oxford County MPP

All Ontario Municipalities



Legislative Services

June 27, 2023

Sent via email: premier@ontario.ca

The Honourable Doug Ford
Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Honourable and Dear Sir:

Re: Bill 97, The Helping Homebuyers, Protecting Tenants Act, 2023 and Protect Tenants from "Bad Faith" – Renovictions – City of Quinte West Correspondence

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of June 26, 2023 received and supported correspondence from the City of West Quinte dated June 2, 2023 requesting the Province to pass Bill 97, The Helping Homebuyers, Protecting Tenants Act, 2023 and Protect Tenants from "Bad Faith" – Renovictions.

Attached please find a copy of the City of West Quinte correspondence dated June 2, 2023

Thank you for your attention to this matter.

Kind regards,

Ashlea Carter, AMP
Deputy Clerk

acarter@forterie.ca

AC:dlk

Attach.

c.c. The Honourable Steve Clark, Minister of Municipal Affairs and Housing minister.mah@ontario.ca
The Honourable Todd Smith, Minister of Energy Todd.Smithco@pc.ola.org
Federation of Municipalities of Ontario resolutions@fcm.ca
Eastern Ontario Wardens Caucus meredith.staveley-watson@eowc.org
The Association of Municipalities of Ontario amo@amo.on.ca
John Machesney, City Clerk, City of Quinte West christinae@quintewest.ca
All Ontario Municipalities

P.O. Box 490
7 Creswell Drive
Trenton, Ontario K8V 5R6
www.quintewest.ca



A Natural Attraction

Tel: 613-392-2841
Toll Free: 1-866-485-2841
Josh.machesney@quintewest.ca

Josh Machesney, City Clerk

June 2, 2023

The Honourable Doug Ford
Premier of Ontario
Premier's Office, Room 281
Legislative Building
Queen's Park, Toronto, ON M7A 1A1

RE: Resolution – “Renovictions” Support Request

Dear Premier Ford:

This letter will serve to advise that at a meeting of City of Quinte West Council held on May 31, 2023 Council passed the following resolution:

Motion No 23-245 – Notice of Motion – Councillor McCue - Renovictions

Moved by Councillor McCue

Seconded by Councillor Card

WHEREAS renovictions, a practice by which landlords evict tenants from their homes by claiming they will complete major renovations, demolish or convert the unit to commercial use, has had a significant adverse impact on Quinte West residents in the past few months;

AND WHEREAS renovictions have been and continue to be a contributing factor in perpetuating the Provincial housing crisis by making rental housing less affordable for Ontarians, particularly for seniors, individuals with disabilities, single-parent families, and students;

AND WHEREAS municipalities in Ontario have no ability to protect their residents from renovictions;

AND WHEREAS the Ontario Provincial Government has tabled legislation: Bill 97, the Helping Homebuyers, Protecting Tenants Act, 2023, to protect tenants from “bad faith” renovictions and to add more resources to the Landlord Tenant Board;

AND WHEREAS Quinte West City Council passed Motion 23-300 directing staff to prepare a resolution for Council's consideration on the matter;

RECEIVED

JUN 26 2023

BY COUNCIL

NOW THEREFORE BE IT RESOLVED THAT the City of Quinte West Council urges the Province to:

- Pass Bill 97, the Helping Homebuyers, Protecting Tenants Act, 2023;
- Add regulations requiring landlords to provide renovation updates when they evict tenants to ensure tenants are updated when they can exercise their right of return in order to protect tenants from "bad faith" renovictions;
- Consider an increase in fines for landlords who are found to have undertaken "bad faith" renovictions;

AND THAT Ontario municipalities be urged to voice their concerns regarding "bad faith" renovictions;

AND FURTHER THAT a copy of this resolution be sent to all Ontario municipalities, the Hon. Doug Ford, Premier of Ontario, the Hon. Steve Clerk, Minister of Municipal Affairs and Housing; Todd Smith, Bay of Quinte MPP, the Association of Municipalities of Ontario (AMO), the Federation of Canadian Municipalities (FCM), and the Eastern Ontario Wardens Caucus. **Carried**

We trust that you will give favourable consideration to this request.

Yours truly,

CITY OF QUINTE WEST



Josh Machesney,
City Clerk

cc: Hon. Steve Clark, Minister of Municipal Affairs and Housing
Hon. Todd Smith, Minister of Energy, MPP, Bay of Quinte
Carole Saab, CEO, Federation of Canadian Municipalities (FCM)
Colin Best, President, Association of Municipalities of Ontario (AMO)
Jim Pine, CAO, Eastern Ontario Wardens Caucus
All Municipalities in Ontario

June 29, 2023

Hon. Stephen Lecce
Minister of Education
Stephen.Lecceco@pc.ola.org

Via email

RE: recommendation for amendment to the current regulations for licensed home-based childcare operators to increase allowable spaces.

Dear Minister Lecce,

During the June 26, 2023 regular meeting of council, council in response to recent publicly raised concern heard a report from staff in relation to the above, with the following resolution passed:

Moved: Liz Welsh

Seconded: Chad Hyatt

WHEREAS in response the Petrolia Childcare Advocacy Group's recent delegation to Council where they identified a shortage of child care spaces in the Town of Petrolia; and

WHEREAS through additional research undertaken by the Town Staff, and in consultation with the County of Lambton Social Services, it has been further identified that there is an extreme shortage of child care spaces not only across the County but the Province as a whole; and

WHEREAS in response to the identified need the County hosted a community information night to educate members of the public who may be able to offer a licensed home-based child care service;

NOW THEREFORE **the Council of the Town of Petrolia recommends to the Hon. Stephen Lecce, Minister of Education, that in time for the 2023 school year amendment to the current regulations be made to allow licensed home-based child care operators the ability to provide two (2) before and after school care spaces to school aged children, in addition the permitted six (6) full time child care spaces; and**

THAT in an effort to attract and retain qualified early childhood educators, the Minister of Education, review the current wage bracket for early childhood educators with implementation of an increase to wages to align with the services provided; and

THAT the province provides more capital based funding sources for the construction of new centre-based facilities; and

THAT the province considers increasing the current goal of thirty-three percent (33%) access ratio, to align better with the current provincial situation and anticipated population growth over the next ten (10) years; and

THAT these items be considered sooner rather than later, to assist in remedying the critical child care shortage experienced in Petrolia, Lambton, and across the province; and

Phone: (519)882-2350 • Fax: (519)882-3373 • Theatre: (800)717-7694

411 Greenfield Street, Petrolia, ON, N0N 1R0

www.town.petrolia.on.ca

THAT this recommendation be forwarded to Hon. Doug Ford, Premier of Ontario | Hon. Michael Parsa, Minister of Children, Community & Social Services | Mr. Bob Bailey, MPP of Sarnia-Lambton | Hon. Monte McNaughton, MPP of Lambton-Kent-Middlesex | Mr. Kevin Marriott, Warden of Lambton County | Municipalities of Ontario;

Carried

Kind regards,

Original Signed

Mandi Pearson
Clerk/Operations Clerk

cc:

Hon. Doug Ford, Premier of Ontario premier@ontario.ca | Hon. Michael Parsa, Minister of Children, Community & Social Services Michael.Parsaco@pc.ola.org | Mr. Bob Bailey, MPP of Sarnia-Lambton bob.bailey@pc.ola.org | Hon. Monte McNaughton, MPP of Lambton-Kent-Middlesex Monte.McNaughtonco@pc.ola.org | Mr. Kevin Marriott, Warden of Lambton County Monte.McNaughtonco@pc.ola.org | Municipalities of Ontario

Phone: (519)882-2350 • Fax: (519)882-3373 • Theatre: (800)717-7694

411 Greenfield Street, Petrolia, ON, N0N 1R0

www.town.petrolia.on.ca

The Corporation of the Township of Southgate
By-law Number 2023-069
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 July 5, 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 July 5, 2023 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 July 5, 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 5 day of July 2023.

Brian Milne - Mayor

Lindsey Green – Clerk