



**Township of Southgate  
Addendum Council Meeting Agenda**

**April 30, 2024**

**9:00 AM**

**Holstein Council Chambers**

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**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](mailto:clerks@southgate.ca)

**4. Confirmation of Agenda**

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

**5. Declaration of Pecuniary Interest**

**6. Delegations & Presentations**

None.

**7. Adoption of Minutes**

9 - 23

**Be it resolved that Council approve the minutes from the April 17, 2024 Council and Closed Session meetings as presented.**

**8. Reports of Municipal Officers**

**8.1 Clerk Lindsey Green**

**8.1.1 CL2024-013- Approval of Fireworks By-law 2024-040 24 - 25**

**Be it resolved that** Council receive Staff Report CL2024-013 for information; and

**That** Council consider approval of By-law 2024-040 being a by-law to regulate the sale and use of fireworks within the Township of Southgate

**8.1.2 By-law 2024-040 - Fireworks By-law 26 - 40**

**Be it resolved that** by-law number 2024-040 being a by-law to regulate the sale and use of fireworks within 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.

**8.1.3 CL2024-014 – Source Protection Committee Appointment Endorsement 41 - 42**

**Be it resolved that** Council receive Staff Report CL2024-014 for information; and

**That** the Council of the Township of Southgate endorses the nomination and appointment of John Fruin to the Source Protection Committee as the municipal representative on behalf of the Township of Southgate, Township of Wellington North, Town of Minto, Town of Hanover, Municipality of Brockton and the Municipality of Arran-Elderslie, for a term of five years, ending in 2029.

**8.2 Planning Department**

**8.2.1 PL2024-026 - Renewable Energy Projects 43 - 49**

**Be it resolved that** Council receive Staff Report PL2024-026 for information; and

**That** Council direct staff to initiate public consultation on a proposed official plan and zoning bylaw amendment to clarify policy and procedures for renewable energy applications, define renewable energy facilities in the zoning bylaw, and amend section 5.19 to clarify renewable energy facilities are not permitted in all zones.

8.2.2	<b>PL2024-032 SP1-24 Minerva Sherk (applied under Paul Sherk)</b>	50 - 52
	<p><b>Be it resolved that</b> Council receive Staff Report PL2024-032 for information; and</p> <p><b>That</b> Council consider approval of By-law 2024-046 authorizing the entering into a Site Plan Agreement with Minerva Sherk for lands at 125517 Southgate Road 12, Lot 14, Concession 9 geographic Township of Proton, Township of Southgate.</p>	
8.2.3	<b>By-law 2024-046 - Site Plan Agreement SP1-24 Minerva Sherk (applied under Paul Sherk)</b>	53 - 61
	<p><b>Be it resolved that</b> by-law number 2024-046 being a by-law to authorize the execution of a Site Plan Control Agreement be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.</p>	
8.2.4	<b>PL2024-033 - Glenelg Phase 3, Draft Plan Approval 42T-2022-08</b>	62 - 81
	<p><b>Be it resolved that</b> Council receive Staff Report PL2024-033 for information; and</p> <p><b>That</b> Council advise Grey County that it supports the proposed draft plan conditions for the Glenelg Phase 3 subdivision attached to the Staff Report subject to any final wording required by the County as approval authority.</p>	
*8.2.5	<b>PL2024-034 - Provincial Planning Statement 2024, Bill 185 Cutting Red Tape to Build More Homes Act, 2024</b>	82 - 91
	<p><b>Be it resolved that</b> Council receive Staff Report PL2024-034 for information; and</p> <p><b>That</b> Council authorize submission of the points outlined in the Concluding Comments Section of the report regarding Provincial Planning Statement 2024 and the second reading of Bill 185, and that staff continue monitoring and report back on the final policies and legislated changes to the Planning Act.</p>	

## 9. By-laws and Motions

- 9.1 By-law 2024-038 - Agreement Approval - Canine Control and After Hour By-law Services - Municipal Support Services 92**
- Be it resolved that** by-law number 2024-038 being a by-law to authorize an agreement with Municipal Support Services for Canine Control and After Hours By-law Services 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.
- 9.2 By-law 2024-039 - Appoint By-law Enforcement Officers - Municipal Support Services 93**
- Be it resolved that** by-law number 2024-039 being a bylaw to appoint Municipal By-law Enforcement Officers for 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.
- 9.3 By-law 2024-041 - Appoint By-law Enforcement Officer - Bev Fisher 94**
- Be it resolved that** by-law number 2024-041 being a by-law to appoint a Municipal By-law Enforcement Officer for the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book
- 9.4 By-law 2024-042 - Appoint By-law Enforcement Officer - Philip Schram 95**
- Be it resolved that** by-law number 2024-042 being a by-law to appoint a Municipal By-law Enforcement Officer for the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.
- 9.5 By-law 2024-043 - Appoint By-law Enforcement Officer - Hannah Coombs 96**
- Be it resolved that** by-law number 2024-043 being a by-law to appoint a Municipal By-law Enforcement Officer for 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



**9.6 By-law 2024-044 - Appoint By-law Enforcement Officer - Ken Nadalin 97**

**Be it resolved that** by-law number 2024-044 being a by-law to appoint a Municipal By-law Enforcement Officer for the Township of Southgate be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book

**10. 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 April 30, 2024 (save and except items \_\_\_\_\_) and direct staff to proceed with all necessary administrative actions.

- |               |   |                  |
|---------------|---|------------------|
| <b>11.1.1</b> | <b>PW2024-018 MECP 2023 - 2024 Dundalk Drinking Water Inspection Report</b>     | <b>98 - 129</b>  |
| <b>11.1.2</b> | <b>Librarian CEO Report - April 18, 2024</b>                                    | <b>130</b>       |
| <b>11.1.3</b> | <b>Southgate Ruth Hargrave Memorial Library - 1st Quarter Stats Report 2024</b> | <b>131 - 133</b> |

**11.2 Correspondence (for information)**

**Be it resolved that** Council receive the items on the Correspondence consent agenda dated April 30, 2024 (save and except items \_\_\_\_\_) as information.

- |                |  |                  |
|----------------|--|------------------|
| <b>*11.2.1</b> | <b>Watson and Associates - Assessment of Bill 185 Cutting Red Tape to Build More Homes Act 2024 and the Proposed Provincial Planning Statement - updated memo received April 24 2024</b> | <b>134 - 149</b> |
| <b>11.2.2</b>  | <b>Nuclear Innovation Institute - NII Leadership Change - received April 15, 2024</b>  | <b>150</b>       |
| <b>11.2.3</b>  | <b>Multi Municipal Energy Working Group - Membership to MMEWG - received April 21, 2024</b>  | <b>151 - 152</b> |

*11.2.4	County of Grey Archaeological Management Plan (AMP) Notice Letter - received April 25, 2024	153
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### 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 April 30, 2024 (save and except items \_\_\_\_\_) as information.

11.3.1	Brudenell, Lyndoch and Raglan Township - Suicide and Crisis Hotline - received April 11, 2024	154
11.3.2	City of Peterborough - Ontario Ombudsman - received April 11, 2024	155 - 156
11.3.3	City of Sault Ste. Marie - Intimate Partner Violence Motion - received April 12, 2024	157 - 158
11.3.4	Plympton Wyoming - Energy Transition - received April 12, 2024	159 - 161
11.3.5	Plympton Wyoming - Municipalities Retaining Surplus from Tax Sales - received April 12, 2024	162 - 163
11.3.6	Plympton Wyoming - Tile Drain Loan Limit - received April 12, 2024	164 - 166
11.3.7	Loyalist Township - Affordability of Water and Wastewater Rates - received April 15, 2024	167 - 168
11.3.8	Municipality of St Charles - Carbon Tax - received April 16, 2024	169 - 172
11.3.9	Municipality of St Charles - Catch and Release Justice - received April 16, 2024	173 - 176
11.3.10	Municipality of St Charles - Conservation Officer Reclassification - received April 16, 2024	177 - 179
11.3.11	Municipality of St Charles - Expanding the Life Span of Fire Apparatus - received April 16, 2024	180 - 184
11.3.12	Municipality of St Charles - Household Food Insecurity - received April 16, 2024	185 - 188
11.3.13	Municipality of St Charles - Provincial and National Fire Fighting Strategy - received April 16, 2024	189 - 193

11.3.14	Municipality of St Charles - Social and Economic Prosperity Review - received April 16, 2024	194 - 195
11.3.15	Hastings County - Sustainable Infrastructure Funding for Small Rural Municipalities - received April 17, 2024	196 - 197
11.3.16	Municipality of West Perth - Conservation Authorities Act - received April 17, 2024	198 - 206
11.3.17	Township of the Archipelago - Phasing Out Free Water Testing for Private Wells - received April 22, 2024	207 - 250
11.3.18	City of St Catherines - Provincial Regulations Needed to Restrict Keeping of Non-native (exotic) Wild Animals - received April 23, 2024	251 - 252
*11.3.19	Municipality of Brighton - Rideshare Services - received April 26, 2024	253 - 254

#### 11.4 Closed Session (for information)

None.

#### 12. County Report

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

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

#### \*14 Closed Meeting

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**Be it resolved that** Council proceed into closed session at [TIME] in order to address matters relating to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Sec 239(2)(e)(Subject: Tribunal Matter); and

**That** all those required remain in attendance.

#### 14.1 Litigation or Potential Litigation, Including Matters Before Administrative Tribunals, Affecting the Municipality or Local Board (Sec 239(2)(e)(Subject: Tribunal Matter)

**15. Confirming By-law**

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**Be it resolved that** by-law number 2024-045 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 April 30, 2024 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].



## **Township of Southgate**

### **Minutes of Council Meeting**

April 17, 2024

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  
Bev Fisher, Chief Building Official  
Kevin Green, Recreation Manager  
Holly Malynyk, Legislative and Records Coordinator  
Brenna Carroll, Economic Development Officer  
Victoria Mance, Junior Planner

Others: Bill White, Senior Planning Consultant Triton Engineering

#### **1. Call to Order**

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

#### **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. 2024-178

**Moved By** Councillor Shipston

**Seconded By** Councillor Ferguson

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

**Carried**

**5. Declaration of Pecuniary Interest**

Deputy Mayor Dobreen declared a conflict of interest on item 14.1

Litigation or Potential Litigation, Including Matters Before

Administrative Tribunals, Affecting the Municipality or Local Board

(Sec239(2)(e))(Subject: Litigation Matter) due to lands adjacent to her

home having a nexus with the subject property, and did not participate

in the discussion or voting of the item.

**6. Delegations & Presentations**

**6.1 Delegation - Andrew Kohnen - Southgate Sideroad 11 Concerns**

No. 2024-179

**Moved By** Councillor Shipston

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council receive the delegation from Andrew Kohnen regarding Southgate Sideroad 11 as information.

**Carried**

**7. Adoption of Minutes**

No. 2024-180

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

**Be it resolved that** Council approve the minutes from the April 3, 2024 Council and Closed Session meetings as presented.

**Carried**

## **8. Reports of Municipal Officers**

### **8.1 Chief Building Official Bev Fisher**

#### **8.1.1 CBO2024-003- After Hours By-law and Canine Control Tender Award Recommendations**

Councillor Rice called for a recorded vote on the item.

No. 2024-181

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

**Be it resolved that** Council receive Staff Report CBO2024-003 for information; and

**That** Council award the contract for a After Hours Bylaw and Canine Control Services to Municipal Support Services (Option 2), for a total of \$2,270 per month plus additional calls for service costs and HST.

Yay (5): Mayor Milne, Deputy Mayor Dobreen, Councillor Ferguson, Councillor Shipston, and Councillor John

Nay (2): Councillor Rice, and Councillor Singh Soares

**Carried (5 to 2)**

### **8.2 Recreation Manager Kevin Green**

#### **8.2.1 REC2024-001-Lawn Maintenance Contract Approval**

No. 2024-182

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

**Be it resolved that** Council receive Staff Report REC2024-001 for information; and  
**That** Council award the contract to Dwayne's Lawn Care, Owner Dwayne VanRavenswaay Wingham, On

**Carried**

### **8.3 Economic Development Officer Brenna Carroll**

#### **8.3.1 EDO2024-004-CIP Application – Canadian Fence and Hardware**

No. 2024-183

**Moved By** Councillor Ferguson

**Seconded By** Councillor John

**Be it resolved that** Council receive Staff Report EDO2024-004 for information; and

**That** Council approve Canadian Fence and Hardware for Community Improvement Plan project funding to build an additional warehouse on their property at 151 Eco Parkway, Dundalk in the amount of \$15,000, subject to planning approvals and building permit issuance.

**Carried**

### **8.4 Public Works Manager Jim Ellis**

#### **8.4.1 PW2024-016 TAPS Tender Award Recommendations**

No. 2024-184

**Moved By** Councillor Ferguson

**Seconded By** Councillor John

**Be it resolved that** Council receive Staff Report PW2024-016 for information; and

**That** Council approve the recommendations to award the 2024 truck tender and road maintenance tenders as received for:



1. Tandem plow truck tender for a 2025 International HV615 in the amount of \$411,479.00 excluding HST from Lewis Motors Sales Inc;
2. Double Surface Treatment tender to Duncor Enterprises Inc. for a total amount of \$633,002.60 excluding HST;
3. Microsurfacing tender to Miller Paving Limited for a total amount of \$136,890.38 excluding HST.

**Carried**

## **8.5 Chief Administrative Officer Dina Lundy**

### **8.5.1 CAO2024-006- CAO Annual Performance Review Policy**

No. 2024-185

**Moved By** Councillor Ferguson

**Seconded By** Councillor Rice

**Be it resolved that** Council receive Staff Report CAO2024-006 for information; and

**That** Council approves the CAO Annual Performance Review Policy attached to this report.

**Carried**

### **8.5.2 CAO2024-007- GTR Bus Stop Location Change**

No. 2024-186

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Shipston

**Be it resolved that** Council receive Staff Report CAO2024-007 for information; and

**That** Council supports the bus stop location change from the Arena to the Library, effective May 1, 2024.

**Carried**

## **8.6 Planning Department**

### **8.6.1 PL2024-025 – Restart C3 Zoning Amendment**

**Moved By** Councillor Ferguson

**Seconded By** Councillor John

**Be it resolved that** Council receive Staff Report PL2024-025 for information; and

**That** Council provide direction on how to proceed with the Township initiated zoning bylaw amendment to permit restaurants, taverns, convenience stores in a Highway Commercial-3 Type Zone.

Councillor Shipston moved the following amendment to the main motion.

**Amendment:**

No. 2024-187

**Moved By** Councillor Shipston

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council amend the second Clause to state: "**That** Council direct staff to prepare a technical report and bring back a by-law for consideration giving notice under Section 34(17) of Council's intent to proceed."

**Carried**

**Main Motion as Amended:**

No. 2024-188

**Moved By** Councillor Ferguson

**Seconded By** Councillor John

**Be it resolved that** Council receive Staff Report PL2024-025 for information; and

**That** Council direct staff to prepare a technical report and bring back a by-law for consideration giving notice under Section 34(17) of Council's intent to proceed.

**Carried**

**8.6.2 PL2024-027 - SP13-23 Lawrence Martin**

No. 2024-189

**Moved By** Councillor Rice

**Seconded By** Councillor Ferguson

**Be it resolved that** Council receive Staff Report PL2024-027 for information; and

**That** Council consider Bylaw 2024-036 to authorize Mayor and Clerk to sign a Site Plan Agreement with Lawrence Martin for lands at 551003 Southgate Sideroad 55, Lot 16, Concession 4 geographic Township of Egremont, Township of Southgate.

**Carried**

**8.6.3 By-law 2024-036 - Site Plan Agreement SP13-23  
Lawrence Martin**

No. 2024-190

**Moved By** Councillor Ferguson

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** by-law number 2024-036 being a by-law to authorize the execution of a Site Plan Control Agreement be read a first, second and third time, finally passed, signed by the Mayor and the Clerk, sealed with the seal of the Corporation and entered into the by-law book.

**Carried**

**9. By-laws and Motions**

**9.1 By-law 2024-031 - Appointment By-law - Grey Bruce Joint  
Police Services Board - Community Member Appointment -  
Karl Ellis**

No. 2024-191

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor John

**Be it resolved that** by-law number 2024-031 being a bylaw to appoint members to the Grey Bruce Joint Police Services Board 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**

**10. Notice of Motion**

None.

**11. Consent Items**

**11.1 Regular Business (for information)**

No. 2024-192

**Moved By** Councillor Shipston

**Seconded By** Councillor Rice

**Be it resolved that** Council approve the items on the Regular Business consent agenda dated April 17, 2024 and direct staff to proceed with all necessary administrative actions.

**Carried**

**11.1.1 PW2024-017 Department Report**

**11.1.2 2024-03-21 GCJAAC Minutes**

**11.2 Correspondence (for information)**

No. 2024-193

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor John

**Be it resolved that** Council receive the items on the Correspondence consent agenda dated April 17, 2024 (save and except items 11.2.3 Drinking Water Source Protection - Auditor

General's of Public Health Ontario Recommendation on Private Drinking Water Testing, as information.

**Carried**

**11.2.1 SMART - January 26, 2024 Meeting Minutes - received April 8, 2024**

**11.2.2 Drinking Water Source Protection - November 24, 2024 Meeting Minutes - received March 27, 2024**

**11.2.3 Drinking Water Source Protection - Auditor General's of Public Health Ontario Recommendation on Private Drinking Water Testing - received April 8, 2024**

No. 2024-194

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Shipston

**Whereas** private water systems are not protected through legislated requirement under the *Safe Drinking Water Act*, 2002, and *Clean Water Act*, 2006, but are more likely to contribute to cases of gastrointestinal illness than municipal systems; and

**Whereas** the 2023 Auditor General's Value-for-Money audit of Public Health Ontario (PHO) recommended that PHO, in conjunction with the Ministry of Health, update and implement a plan to streamline public health laboratory operations, including the gradual discontinuance of free private drinking water testing; and

**Whereas**, in the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region, about 60,000 residents (35% of the region's population) do not receive water from municipal systems, with many relying on a private drinking water system, including wells; and

**Whereas** the Walkerton Inquiry Report Part 2, concluded the privatization of laboratory testing of drinking water samples contributed directly to the E. coli outbreak in Walkerton, Ontario in May 2000; and

**Whereas** all Ontarians deserve safe, clean water and free well water testing is a way to help ensure that residents on private wells continue to have barrier free access to well water testing.

**Therefore be it resolved** that the Council of the Township of Southgate receive the Drinking Water Source Protection - Auditor General's of Public Health Ontario Recommendation on Private Drinking Water Testing correspondence for information (see attached); and **THAT** the Council call on the Province to **not** phase out free well water testing as part of the proposed streamlining efforts of public health laboratory operations in the province; and

**THAT** this resolution, along with the correspondence from the Drinking Water Source Protection, be circulated to the Hon. Sylvia Jones Minister of Health; Hon. Lisa Thompson, Ontario Minister of Agriculture, Food and Rural Affairs; Hon. Andrea Khanjin, Minister of the Environment, Conservation and Parks; Kirsten Service, Director, Conservation and Source Protection Branch, MoECP; Grey Bruce and other Public Health Units; Ontario Municipalities; Grey and Bruce Federations of Agriculture; Conservation Ontario and Ontario Source Protection Committees.

**Carried**

**11.2.4 SOLGEN - New Mandatory Online Learning for the Public Safety Sector - received March 28, 2024**

**11.2.5 Crime Stoppers of Grey Bruce Coordinator Report - January to March 2024-Q1**

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

No. 2024-195

**Moved By** Councillor Ferguson

**Seconded By** Deputy Mayor Dobreen

**Be it resolved that** Council receive the items on the Resolutions of other Municipalities consent agenda dated April

17, 2024 save and except items 11.3.3 City of St Catherines - Endorsement Notification - Urgent Need for Increased Funding for Libraries and Museums, as information.

**Carried**

**11.3.1 City of Brantford - Home Heating Sustainability Letter - received March 28, 2024**

**11.3.2 Town of Shelburne - Eradicate Islamophobia and Antisemitism - received March 28, 2024**

**11.3.3 City of St Catherines - Endorsement Notification - Urgent Need for Increased Funding for Libraries and Museums - received April 3, 2024**

No. 2024-196

**Moved By** Councillor John

**Seconded By** Councillor Shipston

**Be it resolved that** Council of the Township of Southgate receives the correspondence and resolution from the City of St. Catherines; and

**That** Council hereby supports the resolution regarding an Urgent Need for Increased Funding to Libraries and Museums in Ontario (Township of Lincoln); and

**That** a copy of this Resolution be forwarded to Premier Doug Ford, the Minister of Tourism, Culture and Sport, Neil Lumsden, MPP Rick Byers, Association of Municipalities of Ontario (AMO), and all municipalities in Ontario.

**Carried**

**11.3.4 Township of Terrace Bay - Fair Operational Budget Funding - received April 4, 2024**

**11.3.5 Township of Terrace Bay - Development of a Municipal Equipment Operator - received April 4, 2024**

**11.3.6 City of Kitchener - Ontario Heritage Act - received April 8, 2024**

**11.3.7 Town of Cobourg - Amend the Blue Box Regulations - received April 9, 2024**

**11.3.8 Town of Goderich - Legislative Amendments to Improve Municipal Code of Conduct - received April 10, 2024**

**11.3.9 Town of Goderich - OW and ODSP Rates - Prince Edward County - received April 10, 2024**

**11.3.10 Town of Goderich - Phase-Out of Water Well Testing - Ausable Bayfield Maitland Valley - received April 10, 2024**

**11.4 Closed Session (for information)**

None.

**12. County Report**

Mayor Milne provided an update on the most recent County of Grey Council meeting. Highlights from the April 11, 2024 County of Grey Council Meeting are available [here](#).

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

Mayor Milne congratulated Bella-Sitara Singh Soares on being selected for the role of a Legislative Page at the Legislative Assembly of Ontario.

Councillor Shipston noted that April 14 to April 20 is National Volunteer Week and wanted to extend his thanks to all volunteers in the community.

Deputy Mayor Dobreen noted that the Annual Holstein Maplefest, held on April 13 and April 14 was a great success, and echoed Councillor Shipston's comments about the many volunteers who are required to put on such a great event. Deputy Mayor Dobreen also mentioned that the JunCtian Community Initiatives is hosting an International Women's Day Awards Gala on Saturday April 20, 2024.



Councillor Singh Soares thanked Mayor Milne for recognizing Bella-Sitara Singh Soares on being selected for the role of Legislative Page, and echoed Deputy Mayor Dobreen's comment on the success of the Annual Holstein Maplefest!

#### **14. Closed Meeting**

Deputy Mayor Dobreen declared a conflict of interest on item 14.1 Litigation or Potential Litigation, Including Matters Before Administrative Tribunals, Affecting the Municipality or Local Board (Sec239(2)(e))(Subject: Litigation Matter) due to lands adjacent to her home having a nexus with the subject property, and did not participate in the discussion or voting of the item.

No. 2024-197

**Moved By** Councillor Rice

**Seconded By** Councillor Ferguson

**Be it resolved that** Council proceed into closed session at 2:38PM in order to address matters relating to Litigation or Potential Litigation, Including Matters Before Administrative Tribunals, Affecting the Municipality or Local Board (Sec 239(2)(e)) Subject: Litigation Matter Update), Litigation or Potential Litigation, Including Matters Before Administrative Tribunals, Affecting the Municipality or Local Board (Sec 239(2)(e)) Subject: Litigation Matter Update) and Litigation or Potential Litigation, Including Matters Before Administrative Tribunals, Affecting the Municipality or Local Board (Sec 239(2)(e)) Subject: Litigation Matter Update); A Position, Plan, Procedure, Criteria or Instruction to be Applied to Any Negotiations Carried On or to be Carried On By or On Behalf of the Municipality or Local Board (Sec 239(2)(k)) (Subject: Development Negotiations) and A Proposed or Pending Acquisition or Disposition of Land by the Municipality or Local Board (Sec 239(2)(c))(Subject: Sale of Property Update); and **That** all those required remain in attendance.

**Carried**

Council recessed at 2:38PM and returned at 2:41PM.

Deputy Mayor Dobreen joined Closed Session at 2:44PM.

Public Works Manager Jim Ellis joined Closed Session at 2:53PM.

No. 2024-198

**Moved By** Deputy Mayor Dobreen

**Seconded By** Councillor Ferguson

**Be it resolved that** Council proceed out of Closed Session at 3:09PM.

**Carried**

Council recessed at 3:09PM and returned at 3:10PM.

**15. Confirming By-law**

No. 2024-199

**Moved By** Councillor Ferguson

**Seconded By** Councillor John

**Be it resolved that** by-law number 2024-037 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 April 17, 2024 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. 2024-200

**Moved By** Councillor Singh Soares

**Seconded By** Councillor Ferguson

**Be it resolved that** Council adjourn the meeting at 3:10PM.

**Carried**

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Mayor Brian Milne

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Clerk Lindsey Green



## **Staff Report CL2024-013**

**Title of Report:** CL2024-013- Approval of Fireworks By-law 2024-040  
**Department:** Clerks  
**Branch:** Legislative and Council Services  
**Council Date:** April 30, 2024

### **Recommendation:**

**Be it resolved that** Council receive Staff Report CL2024-013 for information; and  
**That** Council consider approval of By-law 2024-040 being a by-law to regulate the sale and use of fireworks within the Township of Southgate

### **Background:**

The Township currently has By-law 2020-099 – Fireworks By-law in place, that was approved at the September 16, 202 regular Council meeting. The current by-law can be reviewed [here](#).

### **Staff Comments:**

Over the past month, staff have undertaken a thorough review of the Fireworks By-law and have made significant changes in an effort to simplify the by-law for members of the public, so the provisions are clear and concise, and to streamline the permitting process for the sale and display of fireworks both internally and externally. By-law 2024-040 is included for review following this agenda item.

The new by-law permits the use of both consumer fireworks and display fireworks between dusk and 11:00 p.m. on Victoria Day and Canada Day and the one (1) day immediately preceding and the one (1) day immediately following both, **only**.

Staff have built in an exemption process, that would require Council approval, for any person or group that would like to use either consumer fireworks or display fireworks outside of the authorized days and times in the case of special events, etc.

The draft by-law has been submitted and received by the Ministry of the Attorney General, who are supportive of Set Fines Schedule C, as provided. Formal application for approval of the Set Fines will be submitted following approval of the By-law by Council.

Staff are planning to push the new by-law information on our website, social media accounts and local newspapers, so the public is aware of the new by-law prior to the Victoria Day long weekend. Staff will also attend local businesses who have sold fireworks previously in the Township to ensure they are aware of the new process and to get their sale permits approved and in place, prior to the upcoming holiday.

**Financial Implications:**

There are no financial implications to the Township as a result of this report.

**Communications & Strategic Plan Impact:**

Priority: Happy, Healthy Communities

Goal: Goal 8: Enhance community safety

**Concluding Comments:**

That Council consider approval of By-law 2024-040 – Fireworks By-law.

Respectfully Submitted,

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

**Dept. Head:** *Original Signed By*  
Derek Malynyk, Chief Fire Official

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

**Attachments:** None

# THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE

## BY-LAW 2024-040

being a by-law to regulate the sale and use of fireworks  
within the Township of Southgate

**Whereas** Sections 8 (1) and 9 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provide that the powers of a municipality shall be interpreted broadly so as to enable the Municipality to govern its affairs as it considers appropriate and to respond to issues; and

**Whereas** Section 11 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides broad authority for lower-tier municipalities to pass by-laws protecting the health, safety, and well-being of persons; and

**Whereas** Section 121 (a) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a local municipality may prohibit and regulate the sale of fireworks and the use of fireworks; and

**Whereas** the *Explosives Act*, R.S.C. 1985, c. E-17, governs the manufacturing, testing, sale, storage, transportation and importation of explosives and the use of fireworks in Canada; and

**Whereas** the Council of the Corporation of the Township of Southgate deems it necessary and expedient to regulate the sale and use of fireworks within the Township of Southgate,

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

### 1. Definitions

- 1.1 **"Corporation"** shall mean the Corporation of the Township of Southgate.
- 1.2 **"Council"** shall mean the Council of the Corporation of the Township of Southgate.
- 1.3 **"Discharge"** shall mean to fire, ignite, explode or set off or cause to be fired, ignited, exploded or set off; the words "discharged" or "discharging" have similar meaning.
- 1.4 **"Explosives Act"** shall mean the Explosives Act, R.S.C. 1985, c. E-17.
- 1.5 **"Fire Chief"** shall mean the Fire Chief Official appointed for the Corporation of the Township of Southgate and shall include a delegate or delegates thereof.

- 1.6 **"Firecracker"** means a pyrotechnic device that explodes when ignited and does not make any subsequent display or visible effect after the explosion, and includes those devices commonly known as Chinese firecrackers.
- 1.7 **"Fire Prevention and Protection Act"** shall mean the Fire Prevention and Protection Act, 1997, S.O 1997, c. 4, as amended.
- 1.8 **"Fireworks"** shall include the following devices:
- a) **"Consumer Fireworks"** means an outdoor, low hazard, recreational firework that is classed as a subdivision 1 of Division 2 of Class 7 Fireworks under the Act and includes fireworks showers, fountains, golden rain, lawn lights, pinwheels, Roman candles, volcanoes, and sparklers but does not include Christmas crackers and caps for toy guns containing not in excess of twenty-five one hundredths of a grain of explosive used per cap.
  - b) **"Display Fireworks"** means an outdoor, high hazard, recreational firework that is classed as a subdivision 2 of Division 2 of Class 7 Fireworks under the Act, and includes rockets, serpents, shells, bombshells, tourbillions, maroons, large wheels, bouquets, bombardos, waterfalls, fountains, batteries, illumination, set pieces and pigeons but does not include firecrackers.
  - c) **"Explosives"** means anything that is made, manufactured, or used to produce an explosion a detonation or pyrotechnic effect, and includes anything prescribed to be an explosive by the regulations contained within the Explosives Act, R.S.C. 1985, c. E-17, but does not include gases, organic peroxides or anything prescribed not to be an explosive by the regulations.
- 1.9 **"Fireworks Vendor"** shall mean any Person, as defined herein, that sells or offers the sale of Fireworks from a permanent or temporary location.
- 1.10 **"Municipal Act"** shall mean the Municipal Act, 2001, S.O. 2001, c.25.
- 1.11 **"Officer"** shall mean and includes a Police Officer, Municipal By-law Enforcement Officers, Township of Southgate Fire Chief Official and Fire Prevention Officers.
- 1.12 **"Owner"** includes an assessed owner, tenant, lessee, occupant, or any person having interest, whether equitable or legal, in the land.
- 1.13 **"Person"** includes a corporation and its directors and officers, and their heirs, executors, assignees, trustee and administrators or other legal representatives of an individual and their respective successors and assignees.

- 1.14 **"Prohibited Fireworks"** includes but is not limited to cigarette loads or pings, exploding matches, sparkling matches, ammunition for miniature tie clip, cufflink or key chain pistols, auto alarms or jokers, cherry bombs, M-80 and silver salutes and flash crackers, throw down torpedoes and crackling balls, exploding golf balls, stink bombs and smoke bombs, tear gas pens and launchers, party peppers and table bombs, table rockets and battle sky rockets, fake firecrackers and other trick devices or practical jokes as included on the most recent list of prohibited fireworks as published from time to time under the Act.
- 1.15 **"Provincial Offences Act"** shall mean the Provincial Offences Act, R.S.O., 1990, c. P33.
- 1.16 **"Township"** shall mean the Corporation of the Township of Southgate.
- 1.17 **"Sell"** includes offer for sale, cause or permit to be sold and to possess for the purpose of sale, and the words "selling" and "sold" have similar meaning.

## **2. General Provisions**

- 2.1 No person shall discharge any fireworks within the Township except during the authorized days and times in accordance with Section 3 of this by-law.
- 2.2 No person shall discharge fireworks in a manner that might create a hazard or nuisance to any person or damage to property.
- 2.3 No person shall cause or permit the storage, use, discharge, sale or offer for sale, of any firecrackers, explosives or prohibited fireworks within the Township.
- 2.4 No person shall possess or set off any fireworks not authorized by the Explosives Regulatory Division of the Government of Canada.
- 2.5 No person shall discharge, fire, set off, or cause to be set off, any fireworks when a Fire Ban is in effect.

## **3. Authorized Days and Times**

- 3.1 No person shall discharge any fireworks on any occasion except the following:
- a) between dusk and 11:00 p.m. on Victoria Day and Canada Day and the one (1) day immediately preceding and the one (1) day immediately following both.



#### **4. Use of Consumer Fireworks**

- 4.1 No person shall discharge, fire, set off, or cause to be set off, consumer fireworks in the Township in the following areas:
- a) On public lands owned or operated by the Township.
  - b) On any park, parkette, trail, land used for storm water management, or other public places.
  - c) On any road, street, sidewalk, boulevard, shoulder, road allowance, or highway within the Township.
  - d) Within 50 metres of a school, educational facility, daycare, childcare facility, or religious institution, without the express written permission of the owner or their legal representative.
  - e) Within 50 metres of a place where explosives, gasoline or other highly flammable substances are commercially manufactured, stored or sold.
- 4.2 No person shall use or cause or permit the use of consumer fireworks on any land except on land belonging to the person using the fireworks, or on other privately owned land where the written consent of the owner has been obtained.
- 4.3 No person shall discharge any consumer fireworks that travel or pose a hazard more than three (3) metres (10 feet), from the point of ignition or in such a manner as might create danger, cause damage, or constitute a nuisance to any person or property, or do or cause or allow any unsafe act or omission at the time and place for the discharging of any fireworks.
- 4.4 No person shall discharge any consumer fireworks in or into any building, doorway, or automobile.
- 4.5 No person shall discharge consumer fireworks without some form of ability to extinguish a fire should it be required.

#### **5. Use of Display Fireworks**

- 5.1 No person shall hold a display of or set off display fireworks except for during the authorized day and times in accordance with Section 3 of this by-law.
- 5.2 No person shall hold a display of or set off display fireworks on any day or days without a Display Fireworks permit issued by the Fire Chief.
- 5.3 The Fire Chief may impose conditions for approval as they consider necessary to ensure the safety of the public.

- 5.4 No person shall hold a display of or set off display fireworks except in accordance with the conditions of the permit.
- 5.5 All Display Fireworks Permit applications must be submitted a minimum of thirty (30) days prior to the display fireworks event.
- 5.6 All Display Fireworks Permit applications shall be accompanied by proof of liability insurance subject to limits of not less than five million dollars (\$5,000,000.00) and shall name the Township of Southgate as an additional insured thereunder.
- 5.7 Setting of display fireworks must be in accordance with recognized safety procedures including, but not limited to the following:
  - a) Keeping spectators at a safe distance;
  - b) Protecting private and public property;
  - c) Ensuring suitable fire extinguishing equipment is available at all times; and
  - d) Ensuring compliance with the Explosives Act and associated regulations.
- 5.8 The fireworks shall only be set off by a person(s) currently certified as a Fireworks Supervisor Level I or II by the Explosion Regulatory Division of Natural Resources Canada.
- 5.9 The person(s) responsible for the setting off of any fireworks or classes thereof must ensure that all unused fireworks and debris be removed and safely disposed of immediately following the event.
- 5.10 The permit may be suspended or revoked by the Fire Chief if the conditions of the permit are not being met or it would be unsafe to allow the public fireworks display.
- 5.11 Notwithstanding the foregoing sections, the Fire Chief may require any additional information of the applicant to ensure the public's safety and may impose additional conditions on the issuance of a permit as they deem advisable in the particular circumstance of the application.

## **6. Sale of Fireworks**

- 6.1 No fireworks vendor shall cause or permit to sell or offer for sale firecrackers, explosives or prohibited fireworks.

- 6.2 No fireworks vendor shall cause or permit to sell or offer for sale consumer fireworks and sparklers to any person less than 18 years of age.
- 6.3 No fireworks vendor shall display, cause, or permit to sell or offer for sale consumer fireworks except on the following:
- a) Victoria Day and Canada Day and the seven (7) days immediately preceding both days in each year.
- 6.4 No fireworks vendor shall display or permit the sale of fireworks without a valid Sale of Fireworks permit issued by the Township.
- 6.5 Every fireworks vendor with a valid Sale of Fireworks permit issued by the Township shall ensure their permit is displayed publicly and be visible from the exterior of the building.
- 6.6 Every fireworks vendor selling consumer fireworks in the Township shall ensure the following:
- a) That fireworks displayed shall be mock samples only and shall not contain explosive composition;
  - b) That fireworks displayed shall be kept out of the reach of children;
  - c) That single unit firework packages are inaccessible to the public;
  - d) That fireworks are not stored or displayed in direct sunlight;
  - e) That bundles or lots of fireworks shall not exceed 25 kilograms in gross weight; and
  - f) That all fireworks being offered for sale or stored on site shall comply with manufacturing, packaging, and storage provisions of the Explosives Act.
- 6.7 Every fireworks vendor shall ensure that their premises, building or location:
- a) Is subject to inspection by an Officer;
  - b) Maintains the required safety equipment on site;
  - c) Has the required amount of fire exits for their respective site;
  - d) Has no smoking signs posted; and
  - e) Is equipped with at minimum a 2A or 10BC rated fire extinguisher.

## **7. Exemptions**

- 7.1 Consumer fireworks may be permitted outside of the authorized days and times with an exemption approved by Council and in accordance with section 4 of this by-law.
- 7.2 Display fireworks may be permitted outside of the authorized days and times with an exemption approved by Council and in accordance with section 5 of this by-law.
- 7.3 For the purposes of this by-law respecting the setting off of consumer fireworks on Victoria Day and Canada Day on land belonging to a private residence by the owner or tenant of such residence or a person authorized by them to do so shall not be deemed to be a public fireworks display.
- 7.4 The sale of or setting off of pyrotechnical signaling devices for marine, military, railway or highway purposes shall not be deemed to be, respectively, the sale of or setting off of fireworks.

## **8. Enforcement and Entry**

- 8.1 This by-law shall be enforced by any Officer as defined in this by-law.
- 8.2 For the purposes of ensuring compliance with this by-law, an Officer may at any time, enter any land and/or building.
- 8.3 Every owner shall permit the Officer to inspect any land and/or building for the purpose of determining compliance with this by-law.
- 8.4 Notwithstanding any provision of this by-law, an Officer shall not enter any room or place being used as a dwelling, unless:
  - a) The consent of the occupier is obtained, the occupier first having been informed that the right of entry may be refused and, if refused, may only be made under the authority of a warrant issued under the Provincial Offences Act, R.S.O. 1990, as amended; or
  - b) A warrant issued under the Provincial Offences Act, R.S.O. 1990, as amended, is obtained.

## **9. Hinder/Obstruct Officer**

- 9.1 No person shall hinder or otherwise obstruct, not attempt to obstruct, either directly or indirectly, an Officer, employee and/or agent of the Township in the lawful exercise of a power or duty under this by-law.

## **10. Offences and Penalties**

- 10.1 Any person who contravenes any provision of this by-law or is party to such contravention commits an offence under the Provincial Offences Act, R.S.O. 1990, C. P.33, as amended.
- 10.2 Notwithstanding Section 10.1 of this by-law, every person who contravenes any provision of this by-law and every director or officer of a corporation who concurs in such contravention by the corporation is guilty of an offence and on conviction is liable for a fine not exceeding \$25,000.00, exclusive of costs.

## **11. Conflict**

- 11.1 In the event that a provision of this by-law is inconsistent with the Explosives Act, the Fire Prevention and Protection Act, the Municipal Act, their respective regulations, or any other Act or regulation, the provision of the Act or Regulation shall prevail.

## **12. Validity and Severability**

- 12.1 Should any section, subsection, clause, paragraph or provision of this by-law be declared by a Court of competent jurisdiction to be invalid, the same shall not affect the validity of this by-law as a whole or any part thereof, other than the part so declared to be invalid.

## **13. Indemnification**

- 13.1 The applicant shall indemnify and save harmless the Township of Southgate from any and all claims, demands, causes of action, loss, costs or damages that the Township of Southgate may suffer, incur or be liable for resulting from the performance of the applicant as set out in the by-law, whether with or without negligence on the part of the applicant, or the applicant's employees, directors, contractors and agents.

## **14. Short Title and Administration**

- 14.1 This By-law may be referred to as the "Fireworks By-law".
- 14.2 This by-law shall be administered by the Chief Fire Official and the Clerk.

## **15. Repeal**

- 15.1 By-law 2020-099 of the Corporation of the Township of Southgate is hereby repealed.

## **16. Effective Date**

16.1 This by-law comes into force and takes effect on April 30, 2024.

**Read a first, second and third time and finally passed with 30<sup>th</sup> day of April, 2024.**

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Brian Milne – Mayor

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Lindsey Green – Clerk



**Schedule A**  
**Display Fireworks Permit Application**  
The Corporation of the Township of Southgate

In accordance with Sec. 5.5 of the Fireworks By-law, all Display Fireworks Permit applications must be submitted a minimum of thirty (30) days prior to your event.

<b>Applicant Information:</b>
Name of Applicant:
Mailing Address:
Phone Number:
Email Address:
<b>Owner/Company Information:</b>
Name of Owner/Company:
Mailing Address:
Phone Number:
Email Address:
<b>Sponsoring Organization (if applicable):</b>
Name of Organization
Contact Name:
Contact Number:
<b>Event Details:</b>
Location:
Date(s):
Time(s):
<b>Owner Consent:</b>
Consent of the Owner (or agent) of the lands/building/property of the proposed event:
<b>I, the undersigned, understand and agree to the terms of this application.</b>
Signature of Owner (or agent): _____
Date: _____

**Certified Person:**

**Attach** Proof of Certification of Person(s) - In accordance with Sec. 5.6 of the Fireworks By-law, fireworks shall only be set off by a person(s) currently certified as a Fireworks Supervisor Level I or II by the Explosion Regulatory Division of Natural Resources Canada

**Insurance Information:**

**Attach** Proof of Insurance – In accordance with Sec. 5.6 of the Fireworks By-law, this application shall be accompanied by proof of liability insurance subject to limits of not less than five million dollars (\$5,000,000.00) and shall name the Township of Southgate as an additional insured thereunder.

**Site Plan:**

**Attach** Site Plan – This application shall be accompanied by a site plan/drawing of the event grounds, which will include exact location of display fireworks, all relevant structures around, emergency exits, and all other information requested by the Fire Chief.

**Applicant Consent:**

**I, the undersigned, agree to comply with the provisions of the Township of Southgate Fireworks By-law No. 2024-040. I further agree that neither the granting of a permit shall in any way relieve me from full responsibility for carrying out the work in accordance with the requirements of any applicable by-laws and understand and agree to the terms of this application.**

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

**OFFICE USE ONLY – PERMIT APPROVAL**

**Application Received Date:** \_\_\_\_\_

- ☐ **Proof of Certified Person(s) Received**
- ☐ **Proof of Insurance Received**
- ☐ **Site Plan Received & Approved**

**Other notes/comments:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

☐ **Approved**

☐ **Denied**

**Fire Chief (or designate) Signature:** \_\_\_\_\_

**Permit Approval/Denial Date:** \_\_\_\_\_





**Schedule B**  
**Sale of Fireworks Permit Application**  
The Corporation of the Township of Southgate

**Business/Establishment Information:**

Name of Business:

Address:

Phone Number:

Email Address:

Business Hours:

Name of Primary Contact:

**Application Acknowledgments**

- Sale of Fireworks permit shall be displayed publicly and be visible from the exterior of the building.
- Fireworks shall only be displayed and sold on the following:
  - Victoria Day and Canada Day
  - The seven (7) days immediately preceding Victoria Day and Canada Day in each year
- Sale of Fireworks permits do not expire.
- The Business owner or an authorized representative shall make themselves available for inspection of the premises by an Officer(s), at an agreed upon time, to ensure compliance with the Sale of Fireworks Permit and Southgate Fireworks By-law 2024-040.
- Failure to comply with the provisions of the Fireworks By-law will result in revocation of permit.

**Business Owner Consent**

I, the undersigned, agree to the terms of this application and agree to comply with the provisions of the Township of Southgate Fireworks By-law No. 2024-040. I further agree that neither the granting of a permit shall in any way relieve me from full responsibility for carrying out the work in accordance with the requirements of any applicable by-laws and understand and agree to the terms of this application.

Signature of Business Owner (or agent): \_\_\_\_\_

Date: \_\_\_\_\_

**OFFICE USE ONLY – PERMIT APPROVAL**

**Application Received Date:** \_\_\_\_\_

**Other notes/comments:**

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☐ **Approved**

☐ **Denied**

**Fire Chief (or designate) Signature:** \_\_\_\_\_

**Permit Approval/Denial Date:** \_\_\_\_\_

# Corporation of the Township of Southgate

## Schedule C to By-law 2024-040

### Township of Southgate Fireworks By-law

#### Part 1 Provincial Offences Act

#### Short Form Wording

Item	Short Form Wording	Provision Creating or Defining Offence	Set Fine
<b>1</b>	Discharge fireworks outside authorized days and times	2.1	\$150
<b>2</b>	Discharge fireworks – create hazard or nuisance or cause damage	2.2	\$200
<b>3</b>	Storage, use, discharge, sale or offer for sale of firecrackers, explosives, or prohibited fireworks	2.3	\$300
<b>4</b>	Possess or set off unauthorized fireworks	2.4	\$300
<b>5</b>	Discharge, fire, set off, or caused to be set off any fireworks during a fire ban	2.5	\$500
<b>6</b>	Discharge, fire, set off, or cause to be set off consumer fireworks on public lands	4.1 (a)	\$150
<b>7</b>	Discharge, fire, set off, or cause to be set off consumer fireworks on any park, parkette, trail, land used for storm water management, or other public places	4.1 (b)	\$150
<b>8</b>	Discharge, fire, set off, or cause to be set off consumer fireworks on any road, street, sidewalk, boulevard, shoulder, road allowance, or highway	4.1 (c)	\$150
<b>9</b>	Discharge, fire, set off, or cause to be set off consumer fireworks within 50 metres of a school, educational facility, daycare, childcare facility, or religious institution	4.1 (d)	\$150
<b>10</b>	Discharge, fire, set off, or cause to be set off consumer fireworks within 50 metres of a place where explosives, gasoline or other highly flammable substances are commercially manufactured, stored or sold	4.1 (e)	\$200
<b>11</b>	Use, cause, permit use of consumer fireworks on land without consent of owner	4.2	\$150
<b>12</b>	Discharge consumer fireworks that travel – create danger, nuisance, cause damage	4.3	\$200
<b>13</b>	Discharge consumer fireworks in or into any building, doorway, or automobile	4.4	\$150
<b>14</b>	Discharge consumer fireworks without ability to extinguish a fire	4.5	\$150
<b>15</b>	Discharge display fireworks outside authorized days and times	5.1	\$500

<b>16</b>	Discharge display fireworks without a permit	5.2	\$500
<b>17</b>	Discharge display fireworks not in accordance with conditions of issued permit	5.4	\$500
<b>18</b>	Discharge of fireworks by uncertified person	5.8	\$200
<b>19</b>	Cause or permit to sell or offer for sale firecrackers, explosives, or prohibited fireworks	6.1	\$500
<b>20</b>	Cause or permit to sell or offer for sale fireworks and sparklers to any person less than 18 years of age	6.2	\$300
<b>21</b>	Display, cause or permit to sell or offer for sale consumer fireworks except on Victoria Day and Canada Day and the seven (7) days preceding each	6.3 (a)	\$500
<b>22</b>	Display or permit the sale of fireworks without a permit	6.4	\$500

Note: The penalty provision for the offences indicated above is Section 10 of By-law 2024-040, a certified copy of which has been filed.

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



**Phone:** 519-923-2110  
**Toll Free:** 1-888-560-6607  
**Fax:** 519-923-9262  
**Web:** [www.southgate.ca](http://www.southgate.ca)

## **Staff Report CL2024-014**

**Title of Report:** CL2024-014 – Source Protection Committee  
**Appointment Endorsement**  
**Department:** Clerks  
**Branch:** Legislative and Council Services  
**Council Date:** April 30, 2024

### **Recommendation:**

**Be it resolved that** Council receive Staff Report CL2024-014 for information; and  
**That** the Council of the Township of Southgate endorses the nomination and appointment of John Fruin to the Source Protection Committee as the municipal representative on behalf of the Township of Southgate, Township of Wellington North, Town of Minto, Town of Hanover, Municipality of Brockton and the Municipality of Arran-Elderslie, for a term of five years, ending in 2029.

### **Background:**

Staff received notice from Drinking Water Source Protection of their intent to seek to replace/renew the municipal representative for our grouping (grouping 3) for the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region.

The Township of Southgate, Township of Wellington North, Town of Minto, Town of Hanover, Municipality of Brockton and the Municipality of Arran-Elderslie (grouping 3) jointly appoint one person to sit as the municipal representative.

### **Staff Comments:**

John Fruin is the current representative for grouping 3 and has indicated his interest in continuing to serve on the committee.

Mr. Fruin spent 27 of his 37 working career years as a licensed operator in Water/Wastewater Treatment. John has worked for the Town of Walkerton, Ontario Clean Water Agency, Veolia Water Canada, Municipality of South Bruce and the Town of Hanover. He held positions from operator to chief operator of Water/Wastewater Treatment.

The Clerks/CAO's from the group 3 municipalities have communicated and are all bringing forward a recommendation to endorse Mr. Fruin's nomination and appointment as our municipal representative for the upcoming five-year term, ending in 2029. Staff recommend endorsement of Mr. Fruin's nomination and appointment.

**Financial Implications:**

There are no financial implications as a result of this report.

**Communications & Strategic Plan Impact:**

Priority: Operational Excellence

**Concluding Comments:**

That the Council of the Township of Southgate endorse the nomination and appointment of John Fruin to the Source Protection Committee

Respectfully Submitted,

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

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

**Attachments:** None



## **Staff Report PL2024-026**

**Title of Report:** **PL2024-026-Renewable Energy Projects**  
**Department:** **Clerks**  
**Branch:** **Planning Services**  
**Council Date:** **April 30, 2024**

**Recommendation:**

**Be it resolved that** Council receive Staff Report PL2024-026 for information; and  
**That** Council direct staff to initiate public consultation on a proposed official plan and zoning bylaw amendment to clarify policy and procedures for renewable energy applications, define renewable energy facilities in the zoning bylaw, and amend section 5.19 to clarify renewable energy facilities are not permitted in all zones.

**Property Location:** This issue potentially impacts all lands within the Township.

**Subject Lands:** N/A

**The Proposal:** The Ontario Electricity System Operator (IESO) is charged with managing the Province's power system and planning for future energy needs. About three months ago the IESO began outreach on Long Term 2 (LT2) Request for Proposal for renewable energy projects (solar, wind, hydroelectric, bioenergy). This outreach is set to conclude this month. Most feedback to IESO was from supply companies, although four municipalities did send comments, including Grey Highlands who had concerns about setbacks.

Once IESO started outreach, energy supply companies interested in renewable energy projects contacted Township staff. Early meetings were light on details as suppliers were not sure of the final procurement process. One supplier set to be a delegation to Council withdrew before the meeting.

Some staff and Council members attended webinars where the following [presentation](#) delivered. Links to a [recorded webinar](#) on the LT2 RFP are posted on the dedicated IESO [community engagement webpage](#).

Details on LT2 emerged over the last three months and the program may continue to change before outreach ends. The County is assessing this emerging issue by attending the webinars and supplier meetings with local municipal staff. Township staff met County Policy Planner Liz Buckton on April 15. She is preparing a report on potential policy directions for battery energy storage systems (BESS) and renewable energy projects (REP) County wide. She also reviewed and commented on this report.

Information in the IESO LT2 presentation, and from County staff confirms that traditional land use controls under the Planning Act (official plan, zoning bylaw, subdivision of land, site plan control etc.) apply to new renewable energy projects (REP). The County indicates that battery energy storage systems (BESS) are not

part of the IESO LT2 intake, though may be co-located with renewable energy generation projects under this call for proposals. Standalone BESS were solicited via the LT1 Intake by IESO – municipal land use controls also apply to these facilities, though in absence of a fulsome technical framework for BESS in Canada there is some ambiguity regarding how such planning tools are best applied.

For renewable energy projects (REP) some municipalities have established zoning provisions and other policies for renewable energy projects to permit them as of right without amendment in some situations. This report seeks direction from Council on the best approach to prepare for renewable energy projects (REP) and battery energy storage projects (BESS) as they come forward.

### **Background:**

About 10 years ago an international firm proposed a large commercial wind project in the Southgate area. Back then the Green Energy Act encouraged renewable energy expansion throughout Ontario, and municipal Council's had little authority over project locations. Renewable Energy Approvals were needed for most new facilities, but Planning Act approvals were seen as a "shield" to restrict projects because energy initiatives under provincial and federal jurisdiction were technically not restricted by municipal zoning authority.

Political concern at the municipal level and questions about health and environmental impacts of industrial wind turbines led to many municipalities passing resolutions as "not a willing host" for commercial wind projects. Once a resolution was passed, the municipality would not consider any commercial wind proposal. Energy providers were forced to pursue projects elsewhere.

Township staff identified about five individual or paired wind turbines constructed in rural parts of Southgate. Staff is not aware of the size of the turbines and or of any significant ongoing issues or complaints. Turbine locations include Southgate Road 10 near Grey Road 8, Southgate Melancthon Townline nearby Southgate Road 10, and Grey Road 8 around Grey Road 9. A search of the zoning bylaw showed no rezoning to permit a wind turbine, but in 2009 a Meteorological (MET) Wind Resource Assessment Tower was approved by rezoning on Southgate Melancthon Townline near Southgate Road 10.

Southgate also hosts a 75-acre commercial solar energy project on County Road 109, between Side Roads 39 and 41, about 2.5 kilometers north of Holstein. The facility produces 50 megawatts of power, enough to supply over 7,600 households through 195,000 ground mount solar panels. Online reports show grazing sheep help maintain the lands. The zoning bylaw does not list an amendment for this project.





In fall 2023 Mount Forest Energy approached Council for a municipal support resolution for a 114MW battery energy storage system on 15 acres of rural lands in Southgate. Proposed under LT1 the project required competitive bids by December 12, 2023, to be completed by 2027-28. The municipal support resolution was said to “not supersede any applicable permits or approvals under applicable Laws and Regulations that may be required for a particular Long-Term Reliability Project”. Mount Forest Energy inquired with the Chief Building Official about the permits and rezoning, but no applications were submitted. The Township Council did not approve a municipal support resolution. The County continues to advise that the approval process for BESS is not clear, unlike the process for RES under LTP2.

The IESO predicts energy consumption could double by 2050 due to a growing economy, increasing population and more products using electricity. The current Long-Term 2 procurement is designed to secure 2,000 MW of energy through wind, solar, hydroelectric and “bioenergy”. Projects are to be in service by May 1, 2030, with a 20-year term. Municipal (and Indigenous) support is needed before submission. There is no longer rated criteria for municipal support resolutions like Mount Forest Energy was requesting.

Projects require a Renewable Energy Approval under the Environmental Protection Act through the Ministry of Environment, Conservation & Parks. This process requires municipal pre-consultation and a mandatory public meeting. Studies to accompany proposals can include a noise assessment, acoustic audit, natural heritage review, zoning compliance and Ministry confirmation letters. A bio-energy facility will need an odour study, while wind projects require noise and acoustical audits. Transformers and inverters need noise assessments.

**Provincial Policy Statement:** 1.6.11.1 planning authorities to provide opportunities for renewable energy systems, including electricity generation facilities, which includes, by definition, wind, water, biomass, solar, geothermal, and other forms.

**County Official Plan:** The County’s Climate Change Action Plan supports renewable energy projects at a local use scale, with local benefit for resilience, distributed energy supply, reduction of energy cost etc.

**Township Official Plan:** Section 3.9 Climate Change policy promotes:

1. Sustainable design using renewable energy systems (3.9(3)(c))
2. Renewable energy to improve air quality and contribute to energy conservation (3.9(3)(h))
3. Encourage generating electricity from renewable energy.

**Zoning By-law:** Section 5.19 lists several uses permitted in all zones including “any building, structure, use, service, or utility of any department” of the Township, County, Federal or Provincial Government, Ontario Hydro, and private utilities. Under this section, the setbacks in the zone where the utility is located apply. The bylaw has no definition of renewable energy projects, commercial wind turbines, battery storage facilities or solar installations. Where a zoning bylaw does not explicitly permit a use, an amendment is normally required.

**Staff Review:**

IESO material clearly states Planning Act approvals apply to renewable energy projects (REP) under the LT2 RFP. A municipal support resolution is still needed and can be conditional upon a project obtaining all necessary approvals under the Planning Act. A Renewable Energy Approval is still required through the Province as a separate process to the Planning Act. Even if a resolution is obtained, rezoning could be required along with site plan approval and execution of an implementing agreement. Should an official plan amendment or rezoning for a renewable energy undertaking not be approved by Council, Township and County staff agree that applicants appear to have no appeal to the Ontario Land Tribunal per (Section 22(7.1)(7.2) and Section 34 (11.0.7) of the Planning Act.

There is some information about appropriate [setbacks for commercial wind turbines](#). Although dated, the Provincial Technical Guide for renewable projects suggests a minimum 550-meter setback depending on noise levels, results of a study and number of wind turbines. For example, a 1500-meter setback may be required for 11 to 25 turbines, depending on the results of a noise study. [Commercial Wind Concerns of Ontario](#) recommends a 2km setback from homes, schools, long-term care and similar facilities.

The City of Ottawa initiated zoning amendments in 2023 to address potential new renewable energy facilities and battery energy storage systems. Ottawa's Official Plan allow renewable energy as a main use of land in Rural Countryside, Greenbelt and Natural Environment areas. Large-scale wind turbines are not allowed in Agricultural Resource Areas. Battery storage facilities may be permitted accessory to an agricultural use. Ottawa's interim zoning provisions define renewable energy facilities, make it clear they are not permitted in all zones like other utilities, and limit battery energy storage systems to one hectare maximum or 2% total lot area.

Since Planning Act approvals apply to renewable energy projects, the status of "not a willing host" resolution is not clear. Since the Township passed its resolution years ago, and the 2022 Official Plan policies support renewable energy, the Township would have to process any complete Planning Act application that came forward notwithstanding the "not a willing host" position. Council would be asked to consider a municipal support resolution through the Provincial Renewable Energy Approval under the Environmental Protection Act. This will involve a round of municipal and indigenous consultation and a public meeting separate from the Planning Act process.

The Township Official Plan encourages renewable energy facilities and generation to help address climate change but has no policy direction on where facilities should be located. There is sufficient policy direction in the Official Plan to allow renewable energy projects to be considered through a zoning bylaw amendment. Council could amend the Plan to enhance current policies by prohibiting renewable energy facilities in settlement areas, rural settlements, Agricultural, Hazard Land, or Provincially Significant Wetland and similarly environmentally sensitive areas.

Township staff is not confident on how battery energy storage systems (BESS) should be regulated. County staff suggested there should be a difference in standards applicable to small scale BESS associated with an existing renewable energy facility on a property (private solar panel with a small battery storage system) and utility

scale projects like Mount Forest Energy. This distinction can be considered once County wide direction come forward.

The Township Zoning Bylaw does not define renewable energy facilities or battery energy storage systems (BESS) and contains no regulatory provisions. Some interpretation is required to consider renewable energy provisions a permitted use in all zones under Section 5.19. Council may wish to amend the zoning bylaw to define renewable energy facilities and BESS, ensure such facilities are not permitted in all zones (Section 5.19 does not apply), but require a zoning amendment for each site-specific location that may come forward.

**Concluding Comments:** Since 2019 wind turbines and solar panels are subject to municipal approvals under the Planning Act. This means Planning Act approvals apply to any site where large scale energy ventures, windmills and/or solar projects are proposed. The Township Official Plan encourages renewable energy facilities, but they are not addressed in the zoning bylaw. Every new proposal will require an amendment to the zoning by-law, and Council's decision is currently not appealable to the Ontario Land Tribunal. The site plan control area bylaw does not exempt renewable energy facilities such that this process will also apply, including execution of an agreement to secure site improvements.

Council could direct that a general zoning bylaw amendment be initiated to define renewable energy facilities and battery energy storage systems and ensure both are not exempted utilities under section 5.19. While it is appropriate to clarify definitions and requirements in the zoning bylaw, it may be difficult to select lands and zones where renewable energy projects might be allowed. The alternative is to require each new proposal to apply for rezoning to justify the appropriateness of a site. It is recommended that County wide direction be considered as it pertains to battery energy storage systems.

Respectfully Submitted,

**Municipal Planner:** *Original Signed By*  
Bill White MCIP RPP, Triton Engineering

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

**Attachments:** None.

### **Proposed Draft Official Plan Policy:**

That the following be added to the end of Section 3.9:

4) Where the Township is requested to consider a Planning Act application for a renewable energy facility or a energy storage system and/or a Provincial Renewable Energy Approval under applicable legislation the following shall apply:

- a) Renewable energy facilities may be considered without amendment to this plan in designations other than Urban Areas, Rural Settlement Areas, Commercial, Public Space, Agriculture, Natural Environment and Open Space designations such as Provincially Significant Wetlands and Hazard Lands, and Natural Features and Constraints such as Significant Woodlands, Valleylands, Areas of Natural and Scientific Interests and the like.
- b) Renewable energy facilities and energy storage systems will be defined in the Township zoning bylaw but will only be considered through site specific zoning bylaw amendment.
- c) Any application under subsection 4b) shall not be considered complete without applicable technical studies and peer reviews under Section 7.13 of the official plan and any other applicable studies and information that may be needed to obtain any Provincial approval under applicable legislation.
- d) Subject to information provided under section 4(c ) the Township may require site specific setbacks and location criteria that exceeds minimum standard for any renewable energy facility or energy storage system where Council believes such increased setbacks and similar criteria area warranted.

### **Proposed Draft Zoning Bylaw Amendment 19-2002 as amended:**

That the following definition be added to Section 3:

“Energy storage system:” shall mean a system or facility that captures energy produced at one time for use at a later time to reduce imbalances between energy demand and energy production, including for example, flywheels, pumped hydro storage, hydrogen storage, fuels storage, compressed air storage, and battery storage.

“Renewable Energy Facilities” shall mean wind, solar, hydroelectric, bioenergy or battery storage projects proposed under an Ontario Electricity System Operator (IESO) or similar program where a Renewable Energy Approval or similar is mandated under the Environmental Protection Act or subsequent legislation and for which a site-specific zoning bylaw amendment is required.

That the following be added to the end of Section 5.19 c) of the zoning bylaw:

"No renewable energy facility or energy storage system as defined in this bylaw shall be permitted in any zone, and may only be established through site specific zoning bylaw amendment, except such energy facility or storage system used on a single property for individual private users."

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



**Phone:** 519-923-2110  
**Toll Free:** 1-888-560-6607  
**Fax:** 519-923-9262  
**Web:** [www.southgate.ca](http://www.southgate.ca)

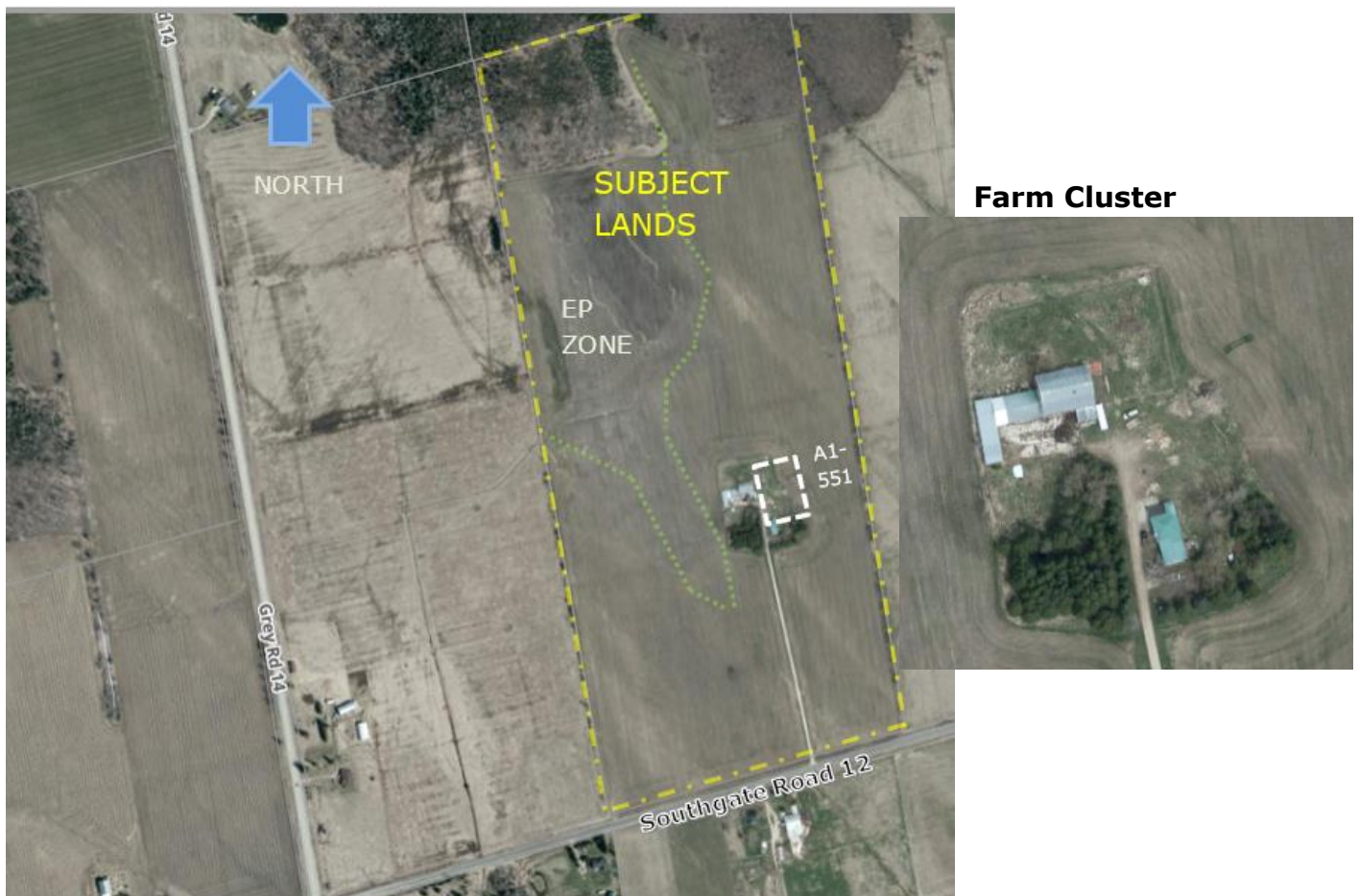
## Staff Report PL2024-032

**Title of Report:** PL2024-032 SP1-24 Minerva Sherk (applied under Paul Sherk 125517 Southgate Road 12)  
**Department:** Clerks  
**Branch:** Planning Services  
**Council Date:** April 30, 2024

**Recommendation:**

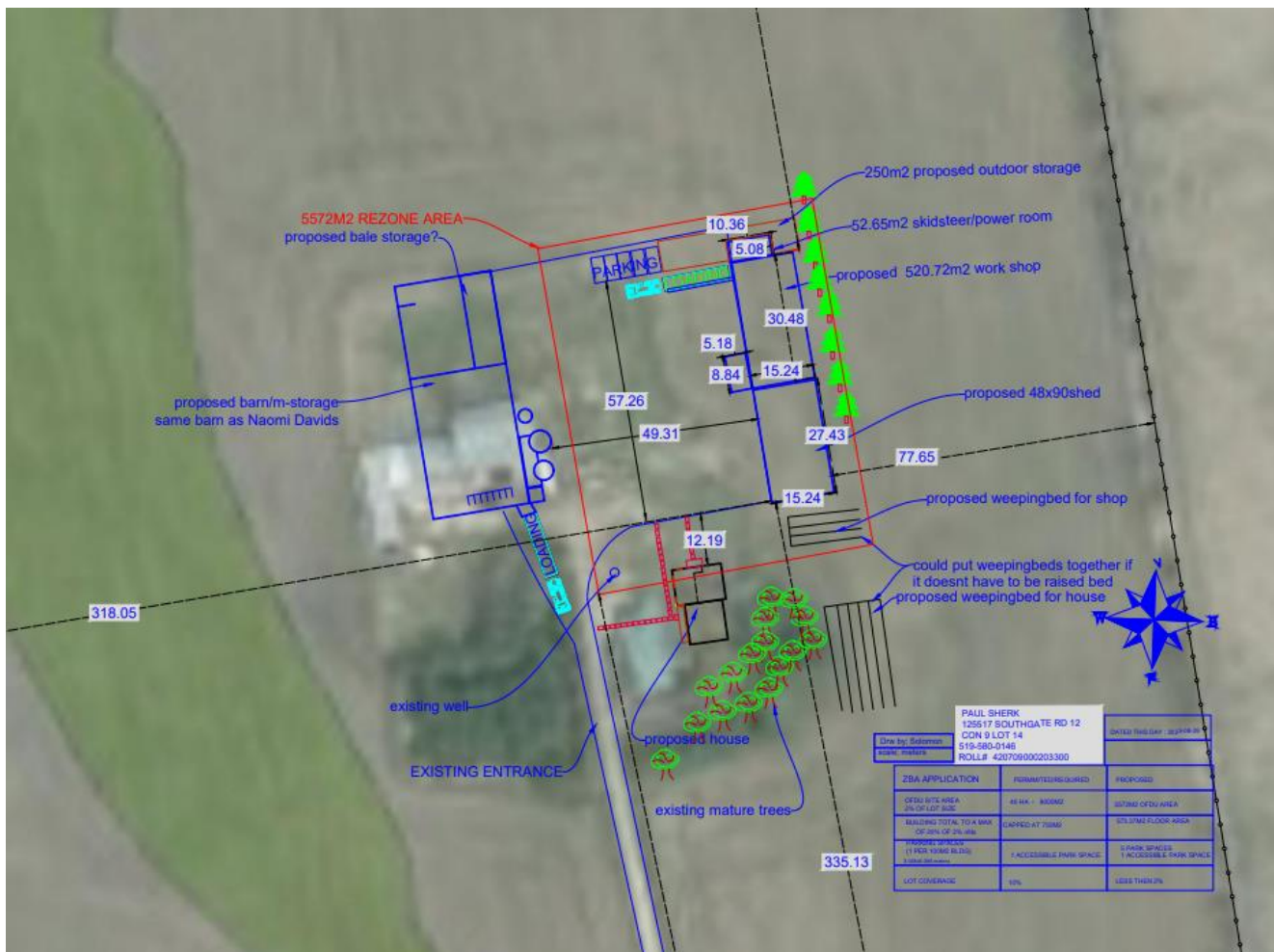
**Be it resolved that** Council receive Staff Report PL2024-032 for information; and  
**That** Council consider approval of By-law 2024-046 authorizing the entering into a Site Plan Agreement with Minerva Sherk for lands at 125517 Southgate Road 12, Lot 14, Concession 9 geographic Township of Proton, Township of Southgate.

**Property Location:** Minerva Sherk, 125517 Southgate Road 12, Lot 14, Concession 9, Geographic Township of Proton.



**Subject Lands:** The 40-hectare farm property is located one parcel east of Grey Road 14 with 400 meters frontage on Southgate Road 12. Last fall By-law 2023-115 was passed to rezone part of the property Agricultural-1 Exception 551 to permit a small-scale dry industrial use along with the farm operation.

**The Proposal:** Site plan approval is requested for the on farm diversified use which complies with the A1-551 zoning. The OFDU is to remain secondary to the agricultural use of the property, the maximum combined floor area of the office, power room and lunchroom does not exceed 750 square meters, and outdoor storage



shall be 500 square meters maximum. The current site plan has under 700 square meters floor area dedicated to the OFDU and only 250 square meters outdoor storage. The existing mature trees south of the farm cluster adequately buffer the proposed use from Southgate Road 12.

### Background:

Site Plan Control Area Bylaw 2021-111 designates all the Township as a Site Plan Control Area and requires plan and drawings to be submitted for approval. The Site



Plan Control Area Bylaw does not exempt agricultural related uses. Section 5.4.1.2 (4)(d) of the Township Official Plan, requires site plan agreements for all On-Farm Diversified Uses. Under Bill 109 (April 14, 2022) Council delegated authority to approve plans and drawings to the Township Clerk with appropriate technical advice.

**Staff Comments:**

Council's authority regarding the property is to consider authorizing the Mayor and Clerk to sign the standard Site Plan Agreement. While the Clerk is delegated the authority to approve the plans and drawings, technically Council must authorize the resulting Site Plan Agreement in a directing by-law.

The proposed Site Plan Agreement is attached to By-law 2024-046. Base wording of the agreement does not change for projects, but schedules are customized for each development.

- Schedule "A" legal description of the lands (agreement registered on title).
- Schedule "B" plan approved by the Township's authorized person (Clerk)
- Schedule "C" special conditions applicable to the site.

**Provincial Policy Statement:**

Section 1.1.4.1 promoting healthy and viable rural areas, diversification of the economy and supporting the agricultural land base.

**Township Official Plan:**

Agricultural and Hazard, Section 5.4.1, Schedule A (Map 1)  
Rural Designation, Section 5.4.2, Schedule A (Map 1)  
Hazard Lands Designation, Section 5.5.2, Schedule A (Map 1)

**Zoning By-law:**

Agricultural-1, Environmental Protection, A1-551 (Bylaw 2023-115)

**Concluding Comments:**

Township's Senior Consulting Planner recommends Council consider a bylaw to authorize the Mayor and Clerk to sign the site plan agreement with Minerva Sherk

Respectfully Submitted,

**Municipal Planner:** *Original Signed By*  
Bill White MCIP, RPP

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

**Attachments:** None.



The Corporation of the Township of Southgate  
By-law Number 2024-046

**Being a by-law to authorize the execution of a Site Plan Control Agreement**

**Whereas** Section 41 of the Planning Act, RSO 1990, Chapter P.13 as amended authorizes municipalities to designate areas of Site Plan Control, and to subsequently enter into agreements with respect to the conditions of development or redevelopment of lands in areas of Site Plan Control; and

**Whereas** all of the lands within the Township are designated as a Site Plan Control Area pursuant to the provisions of Section 41 of the Planning Act and By-law 2021-111; and

**Whereas** the Council of the Township of Southgate deems it expedient to enter into a Site Plan Agreement with the owner,

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

1. **That** a Site Plan Agreement between Minerva Sherk and the Township of Southgate for the development of all and singular that certain parcel or tract of land and premises situate, lying and being in the Township of Southgate, in the County of Grey and Province of Ontario, and being composed of Lot 14, Concession 9 PROTON; S/T PR15900; Township of Southgate. Such agreement being attached hereto as Schedule "A" and which forms a part of this by-law;
2. **That** the Mayor and Clerk are authorized to sign the Site Plan Agreement on behalf of the Council of the Corporation of the Township of Southgate in substantially the form as that set out in Schedule A;
3. **That** the Clerk is authorized and directed to cause notice of the Site Plan Agreement to be registered on the title to the said lands forthwith after it has been signed by all parties; and
4. **That** this By-law shall come into full force and effect upon the final passing hereof.

Read a first and second time this 30<sup>th</sup> day of April 2024.

Read a third time and finally passed this 30<sup>th</sup> day of April 2024.

---

Mayor – Brian Milne

---

Clerk- Lindsey Green

**THE CORPORATION OF  
THE TOWNSHIP OF SOUTHGATE  
SITE PLAN AGREEMENT**

THIS AGREEMENT made in this                      day of April 2024.

Between: Sherk, Minerva  
(hereinafter called the "Owner" OF THE FIRST PART)

- and -

THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE  
(hereinafter called the "Township" OF THE SECOND PART)

**WHEREAS** the Owners represent to be the registered owner of those lands and premises in the Township of Southgate in the County of Grey, more particularly described in Schedule "A", and has applied for site plan approval for the said lands;

**AND WHEREAS** the Owners provided site plans and drawings for approval for the development as described in Schedule "B";

**AND WHEREAS** the Township has enacted a Site Plan Control Area By-law pursuant to the Planning Act RSO 1990, as amended;

**AND WHEREAS** pursuant to the Planning Act RSO 1990, as amended the Township appointed an officer to approve such plans and drawings submitted for site plan approval and said office may also establish conditions on site plan approval;

**AND WHEREAS** the authorized Township officer issued site plan approval of the plans and drawings described in Schedule "B" subject to, among other matters, a site plan agreement being executed with the municipality and registered against the lands described in Schedule "B";

**AND WHEREAS** the Owners agree to complete all works, material, matters, and things required to be done, furnished, and performed in the manner hereinafter described in connection with the proposed use of the subject lands, including any special provisions or conditions, if applicable, as outlined in Schedule "C";

**AND WHEREAS** the covenants in this Agreement are binding upon the Owner and when registered on title are binding upon all successors in title;

**NOW THEREFORE WITNESSETH THAT** in consideration of the approval of the plans by the Township officer for the development of the subject and the sum of ONE (\$1.00) DOLLAR of lawful money of Canada receipt whereof of which is hereby acknowledged, the Owner hereby agrees with the Township as follows:

## SECTION I - LANDS TO BE BOUND

1. The lands bound by the terms and conditions of this Agreement (sometimes referred to as "the subject lands"), are located in in the Township of Southgate, and are more particularly described in Schedule "A".

## SECTION II - COMPONENTS OF THE AGREEMENT

1. The text and the following Schedules, which are annexed hereto, constitute the components of this Agreement.

Schedule "A" - Legal Description of the Lands being developed.

Schedule "B" – Description of the Site Plan(s) and Drawing(s) approved by the delegated Township Officer bearing the signature of the said Officer on file in municipal office.

Schedule "C" – Special Provisions (if applicable)

### **SECTION III - REGISTRATION OF AGREEMENT**

1. This Agreement shall be registered on title to the lands described in Schedule "A" as provided for by the Planning Act, R.S.O., 1990, as amended, at the expense of the Owners, and upon registration the Owner shall provide a registered copy of same to the Township;
2. The Owners agree that all documents required herein shall be submitted in a form suitable to the Township and suitable for registration, as required;
3. The Parties agree that this Agreement must be registered against the Owners lands within thirty (30) days of the execution thereof by both parties, and upon registration on title shall be binding upon all successors in title to the Owner.

### **SECTION IV - BUILDING PERMITS**

1. The Owner acknowledges and agrees the Township Chief Building Official, or any other authorized officer, shall not issue any building permits or other approvals to carry out the development until this Agreement has been registered on title to the subject lands;
2. The Owner acknowledges and agrees that if the Owner fails to apply for a building permit(s) to implement this Agreement within twelve (12) months from the date of execution of this agreement the Township, at its sole discretion has the right to terminate the said Agreement and require the Owner to re-apply for approval of the development described herein.

### **SECTION V – PROVISIONS**

#### **1. GENERAL**

The Owner agrees and acknowledges this agreement applies specifically to the development as described in Schedule "B" on the lands described in Schedule "A", and subject to the terms of this agreement and any Special Provisions listed in Schedule "C".

#### **2. PERFORMANCE OF WORK**

The Owner further covenants and agree to develop the subject lands in accordance with the approved plans and drawing and other terms of this agreement, and that no work will be performed on the subject lands except in conformity to all provisions of this Agreement.

#### **3. OWNERS EXPENSE**

The Owner agrees to carry out on the lands all required work, and to construct, install and maintain at its expense all of the services, works and facilities stipulated, described by words and numbers, and shown in and upon the approved plans and drawings described in Schedule "B" to this agreement:

Notwithstanding the generality of the foregoing, the requirements under this agreement include all of the notes and printed text contained in and on the Plans making up the approved plans and drawings in Schedule "B".

#### **3. ON FILE IN TOWNSHIP OFFICE**

Without limiting the generality of the foregoing, all of the specifications and requirements are contained in the approved plans and drawings described in Schedule "B" shall be adhered to and satisfied by the Owner to the satisfaction of Township. The version of drawings applicable to the development shall contain the signature of the staff member appointed to approved site plans, and are on file at Southgate's Municipal Office.

#### **4. COMPLAINTS**

The Owner agrees to respond promptly to any requests from the Township Chief Building Official, By-law Enforcement Officer, or similar representative of the Township to correct any deficiency or concern resulting from a complaint or inspection of the Township.

5. **GRADING AND DRAINAGE**

The Owner agrees that any storm drainage works, or system approved for the subject lands shall be designed, constructed, and maintained to the satisfaction of Township at the sole expense of the Owner, and shall obtain any approvals and abide by conditions from any other agency responsible for authorizing the said work.

6. **ROADWAY ACCESS**

The Owner agrees and acknowledges to install and maintain any and all approved driveway entrances to the subject lands as stipulated by this agreement and shall obtain any approvals and abide by conditions of approval of any driveway access to the satisfaction of the applicable road authority including the Township, County or Province as the case may be.

7. **FIRE SUPPRESSION**

The Owner agrees to install and maintain all necessary servicing and equipment on the subject lands for fire fighting and fire suppression at the sole expense of the Owner to the satisfaction of the Township Fire Department.

8. **SERVICING**

The Owner is responsible for ensuring that all lateral water, sanitary and storm sewer connections to municipal services within a Township, County, or Provincial public right of way are designed installed in accordance with the requirements and standards of the Township, County or Province as the case may be. In the absence of a Township standard the Owner shall ensure that Ontario Specifications and Standards for Public Works (OPS) including OPS Drawings (OPSD) and OPS Specifications (OPSS), or any other relevant standard or code are met.

Where municipal services are not available, the Owner shall be responsible for ensuring private well and sewage disposal system on the subject lands is properly installed and maintained in good working order to accommodate the approved development, and that all requirements of the applicable approving agency are met including obtaining permits.

9. **LANDSCAPED BUFFERING**

The Owner agrees to install and maintain any landscaped buffering or screening where required in the approved plans and drawings in accordance with the requirements of the Township of Southgate Zoning By-law.

10. **OUTSIDE STORAGE**

The Owner agrees that no outside storage shall be permitted on the lands described in Schedule "A", except in accordance with the bylaws of the Township or specifically approved within the plans and drawings provided for in Schedule "B".

11. **PARKING AREA MAINTENANCE AND DUST CONTROL MEASURES**

The Owner agrees to install and maintain hard surface paved or concrete parking, curbing, driveways, sidewalks, and isles with adequate base material and with a surface free of cracks, unevenness and potholes to ensure safe pedestrian and vehicle travel and proper drainage.

Where gravel parking areas and driveways and such are permitted in the approved site plan, the owner shall provide and maintain dust control measures for those areas of the site not asphalted or seeded with grass to mitigate impacts on adjoining lands or environment as required by the Township.

12. **LIGHTING**

All exterior lighting must be provided in accordance with Township standards including but not limited to dark sky compliant and shall be installed directed so as to remain internal to the site and not create glare or otherwise disrupt adjacent lands, buildings, highway or roadway.

14. **MINISTRY OF ENVIRONMENT OR OTHER PROVINCIAL CERTIFICATES** The Owner shall not undertake or cause any work to commence on the subject lands

or on any public highway until any required Certificate of Approval, permit or other authorization required under the Environmental Protection Act or any other applicable Act, including regulations thereto, has been duly issued, and a copy of the approval filed with the Township.

## **PART VI - OTHER**

### **15. POSTPONEMENT AND SUBORDINATION OF ENCUMBRANCES**

The Owner covenants and agrees, at its own expense, to obtain and register such documentation from its mortgagees or those holding encumbrances as may be deemed necessary by the Township to postpone and subordinate their interest in the lands to the interest of the Township to the extent that this Agreement shall take effect and have priority as if it have been executed and registered prior to the execution and registration of any such mortgages or encumbrances.

### **16. TOWNSHIP PROFESSIONAL FEES AND DISBURSEMENTS**

The Owner shall reimburse the Township for all of its engineering, planning and legal expenses (professional fees and disbursements) in connection with the development and implementation of this Agreement.

### **17. WAIVER**

The failure of the Township at any time to require performance by the Owner of any obligation under this Agreement shall in no way affect its right thereafter to enforce such obligation, nor shall the waiver by Township of the performance of any obligation hereunder be taken or be held to be a waiver of the performance of the same or any other obligation hereunder at any later time. The Township shall specifically retain its rights at law to enforce this Agreement.

### **18. NO CHALLENGE TO THE AGREEMENT**

The parties covenant and agree with each other not to call into question or challenge, directly or indirectly, in any proceeding or action in court, or before any administrative tribunal, the parties' right to enter into and force this Agreement. The law of contract applies to this Agreement and the parties are entitled to all remedies arising from it, notwithstanding any provisions in the Planning Act interpreted to the contrary. The parties agree that adequate consideration has flowed from each party to the other and that they are not severable. This provision may be pleaded by either party in any action or proceeding as an estoppel of any denial of such right.

### **19. ENFORCEMENT.**

The Owner acknowledges that the Township has the right to access the subject lands to enforce any provision of this agreement acting reasonably.

In addition to any other remedy the Township may have at law, the Owner acknowledges the Township may also be entitled to enforce this Agreement in accordance with Section 446 of the Municipal Act, 2001 as amended, or any other applicable legislation.

### **20. MEDIATION.**

Without affecting the Township's statutory right under subsection 41(11) of the said Planning Act to, at its complete discretion, invoke the provisions of Section 446 of the Municipal Act, 2001 as amended regarding any applicable requirement herein in which case this paragraph shall be inoperative and inapplicable, in the event that a dispute relating to this Agreement or its implementation arises that cannot be resolved by negotiation between the parties, the parties agree to use the services of a mediator to attempt to resolve their differences and failing agreement on the procedure to be followed, it shall be conducted in accordance with the rules of procedure for the conduct of mediations of the ADR Institute of Ontario Inc. or its successor body.

### **21. REGISTRATION**

The Owner consents to the registration of this Agreement or Notice of this Agreement by the Township on the title to the subject lands.

22. **ENUREMENT CLAUSE**

The covenants, agreements, stipulations, declarations, and provisions contained herein shall run with the lands and shall be binding upon the Owner and its successors and assigns and the benefit thereof shall enure to the Township and its successors and assigns.

**SECTION VII - BINDING PARTIES, ALTERATION, AMENDMENT, EFFECT, NOTICE, PENALTY**

- 1. This Agreement may only be amended or varied by a written document of equal formality herewith duly executed by the parties hereto and registered against the title to the subject lands.
- 2. The Owner further agrees to complete the items detailed on Schedule "B" within three (3) years of the date of registration of this Agreement.
- 3. Following completion of required works and facilities, the Owner shall maintain to the satisfaction of the Township, all the facilities or works described in Schedule "B" and any special provisions required in Schedule "C".
- 4. This Agreement shall inure to the benefit of and be binding upon the respective successors and assigns of each of the Parties hereto.
- 5. The Agreement shall come into effect on the date of execution by the Township.
- 6. The Owner acknowledges that this Agreement is entered into under the provisions of Section 41(7)(c) of the Planning Act, R.S.O., 1990, as amended, or any subsequent section, provision or legislation that may apply.
- 7. Any notice required to be given pursuant to the terms hereto shall be in writing and mailed or delivered to the other at the following addresses:

Owners:	Sherk, Minerva	Township:	Clerk, Township of Southgate
	4475 Weimer Line RR#3		185667 Grey Rd 9, R.R. 1
	Wellesley ON N0B2T0		Dundalk, ON N0C 1B0

**IN WITNESS WHEREOF** the corporate parties have executed this Agreement by affixing thereto their corporate seals, as attested by the hand of their proper signing officers duly authorized in that behalf.

SIGNED, SEALED AND  
DELIVERED

**OWNER**  
Sherk, Minerva

Witness:  
  
\_\_\_\_\_  
Name:  
Date: \_\_\_\_\_

Per: \_\_\_\_\_  
Name:  
Date: \_\_\_\_\_

**CORPORATION OF THE TOWNSHIP OF  
SOUTHGATE**

Per: \_\_\_\_\_  
Brian Milne, Mayor

Per: \_\_\_\_\_  
Lindsey Green, Clerk

Date: \_\_\_\_\_

We have authority to bind the Corporation

**Schedule "A"**  
**Subject Lands**

All and singular that certain parcel or tract of land and premises situate, lying and being in the Township of Southgate, in the County of Grey and Province of Ontario, and being composed of:

**Concession 9, Lot 14 Geographic Township of Proton,  
Township of Southgate alternatively described as  
125517 Southgate Road 12**

**Schedule "B"**  
**Approved Site Plans**

Drawing #1 SP 1-24, Paul Sherk, 125517 Southgate Road 12, dated 2023-08-29, Drawn by Solomon and signed by the Township's authorized officer or delegate.

Drawing #2 SP 1-24, Plans, Paul H. Sherk, 125517 Southgate Road 12, dated 2024-01-16, Drawn by Solomon and signed by the Township's authorized officer or delegate



**Schedule "C"**  
**SPECIAL PROVISIONS**

1. This agreement applies to works outlined in Schedule "B" and includes the exterior of existing buildings, new structures, drainage, and entrance as may be required and permitted under Section 41 of the Planning Act.
2. To mitigate possible noise impacts of the facility described by the plans and drawings in Schedule "B", there shall be no exterior operable building openings, including but not limited to, exhaust fans, doors, windows and loading chutes, located on the building, and facing the public road. The Owner agrees that the Chief Building Official or By-law Enforcement Officer may require, if complaints are received, that all doors and windows remain closed during operating hours.
3. Buffering and screening of outside storage areas buffer must be maintained in accordance with plans and drawings in Schedule "B" and the Township's zoning bylaw as amended for the purposes of providing a visual barrier.
4. Outside storage may only be in the areas identified on the approved site plan referenced in Schedule "B".



## Staff Report PL2024-033

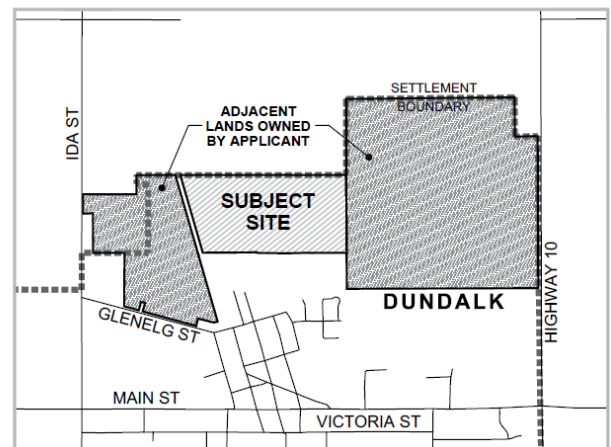
**Title of Report:** PL2024-033-Glenelg Phase 3, Draft Plan Approval  
42T-2022-08  
**Department:** Clerks  
**Branch:** Planning Services  
**Council Date:** April 30, 2024

### Recommendation:

**Be it resolved that** Council receive Staff Report PL2024-033 for information; and  
**That** Council advise Grey County that it supports the proposed draft plan conditions for the Glenelg Phase 3 subdivision attached to the Staff Report subject to any final wording required by the County as approval authority.

**Property Location:** The subject property is located at the north end of Dundalk east of the County Rail Trail, north of Todd Crescent at the end of Bradley Avenue. As shown in the Key Plan provided by MHBC Planning, the site of Glenelg Phase 3 is situated between two additional properties owned by the applicant. The subject site and adjacent property to the east are subject to Minister's Zoning Order OREG. 165/22. Lands to the east are pending future development. The lands to the west are under development as a plan of subdivision.

KEY PLAN



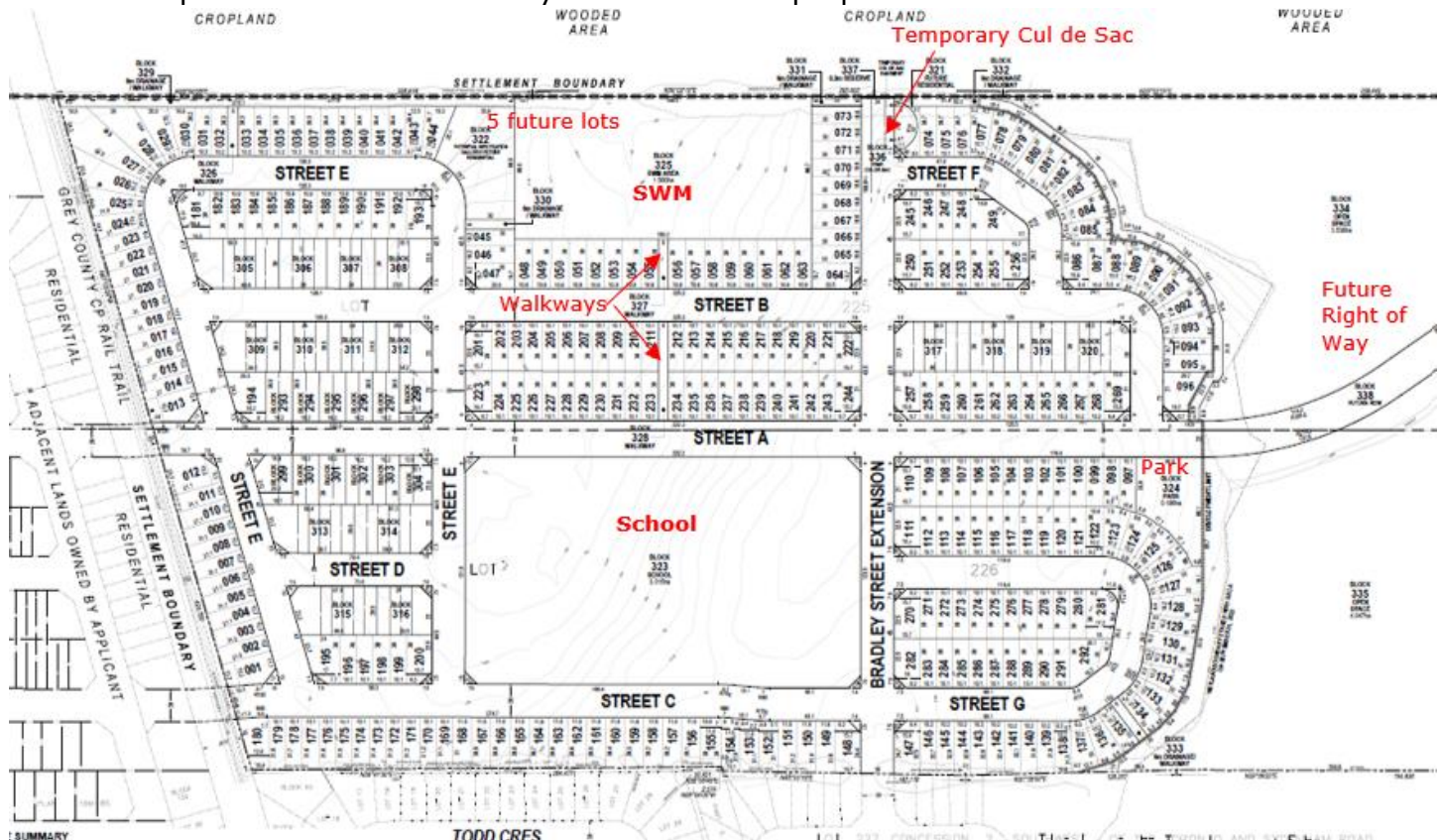
**Subject Lands:** The 33-hectare parcel is flat to gently sloping farmland at the north end of Dundalk's urban area. The woodlot northeast of the developable area of the site is classified as Other Wetland under Township Natural Heritage mapping with streams draining northerly across the developable part of the site.

**The Proposal:** The applicant is seeking draft plan of subdivision approval from Grey County for the following configuration:

- a) 292 single detached lots (10.1m frontage, 30m depth, 303m<sup>2</sup> area and up)
- b) 24 semi-detached lots (8.1m frontage, 30m depth, 243m<sup>2</sup> area and up)
- c) 75 townhouses (4-unit block 29m frontage, 30m depth, 870m<sup>2</sup> area plus)
- d) block for future lots (when temporary cul-de-sac removed)
- e) block for a potential infiltration gallery (future 5 future lots as per GRCA)
- f) School block (3.315 ha as per BWDSB)
- g) Park block (0.196ha, subject to land trade)

- h) Stormwater block (1.56ha)
- i) Various blocks walkways, drainage, trails, open space, temporary cul-de-sac blocks, reserves, and future right of way to the northeast (Highway 10)

The plan below shows the key features of the proposed subdivision.



**Background:** In 2022 the owner applied to [Grey County for plan of subdivision approval](#). The County site contains additional information on the proposed development. Since 2022 the subdivision design changed to accommodate agency comments and other requirements.

One significant change is Block 322 where a potential infiltration gallery is shown. The applicant's consultants must complete a water balance analysis for the subdivision to the satisfaction of the Grand River Conservation Authority. To achieve an acceptable water balance, infiltration galleries may be required, Block 322 would accommodate these galleries if necessary. However, if the water balance can be achieved without Block 322, it can be converted to five lots (condition 12 a-e).

The following key reports are available on the Township website as additional background information on the original submission:

- [MHBC Planning Report](#)
- [SLR Environmental Impact Study](#)
- [Crozier Traffic Impact Study](#)
- [Crozier Servicing & Stormwater Review](#)

The above reports and others were submitted in 2022 as part of the MZO process that resulted in an approved zoning for the subject lands.

The current draft plan approval process results in a list of 49 conditions the developer must meet before the subdivision plan can be registered and lots sold. The Township's interests in the proposed subdivision will be covered under the Subdivision Agreement, the Service Finance Agreement, and the Final Capacity Allocation Agreement pursuant to the Southgate Servicing Capacity Allocation & Retention Policy.

**Staff Review:** The Township's Senior Planner, The County Planner and Triton's Engineering expertise reviewed the proposed draft conditions and believe they cover municipal interests in the project.

The subdivision layout makes efficient use of the property. Street "A" will function as an arterial/collector street through the subdivision easterly to Highway 10 when the adjacent lands are developed. Supportive comments have been received from MTO regarding this future road connection. Bradley Street will also act as a north/south arterial/collector road for traffic entering and exiting the site toward the Dundalk urban area.

The school site is located at the intersection of Street A and Bradley Street to ensure appropriate safe access. The school layout will need to provide for traffic movement on and off site to accommodate child drop up and pick up. As Council is aware there is significant pressure on Dundalk & Proton Community School currently, therefore this new school is expected to service students beyond its immediate area to address this overcrowding.

The County and Township Official Plans require land in the amount of 5% proposed for development be conveyed to the municipality for park or other public recreational purposes. This subject site would qualify for 4.1 acres of land this purpose. The park block in the proposed subdivision is only half acre, small for a subdivision this size. The 8.25-acre school site and the nearby County Rail Trail will offer outdoor recreation opportunity within the development. Often school sites provide a public open space function after hours in many residential neighbourhoods. A larger parkland and municipal community facility site is slated for the Ida Street subdivision development in partial compensation for the smaller parkland in this project.

Draft plan conditions under General Requirements specify the development form and standard requirements such as a subdivision agreement and Servicing Capacity Allocation. Servicing, Grading and Road Requirements deal with specific requirements in the subdivision agreements, phasing, water and sewer allocations, stormwater management and similar requirements of the Conservation Authority and the Township. Private Utility and Canada Post deal with natural gas, electricity, fiber optic, and other communications the developer must arrange, while the requirements for Vegetation, Fencing and Streetscape cover tree retention and replacement.

Blue Water District School Board conditions relate to the acquisition and function of the future school site. The developer is to share all servicing, geotechnical,

stormwater management, traffic and similar plans and studies to assist with the Board designing its site. The Township's Servicing Capacity Allocation policy will apply to the Board and the developer when water and sewer connection is required. Stormwater management design will be required for the school site, while provisions are made for access to private utilities within the development. The School site will be fenced to Board standards at the developer's cost.

Parks and Open Space Requirements confirm the parkland dedication to the Township through the subdivision agreement, while Miscellaneous provisions cover engineered fill in the development, archaeological requirements (including artifacts discovered during construction). Other provisions include covenants on title regarding agricultural uses to the north and use of the County Rail Trail to the west. The Administration conditions address how the eventual clearance letters are obtained by the Owner. Draft Plan approval lapses three years from issuance.

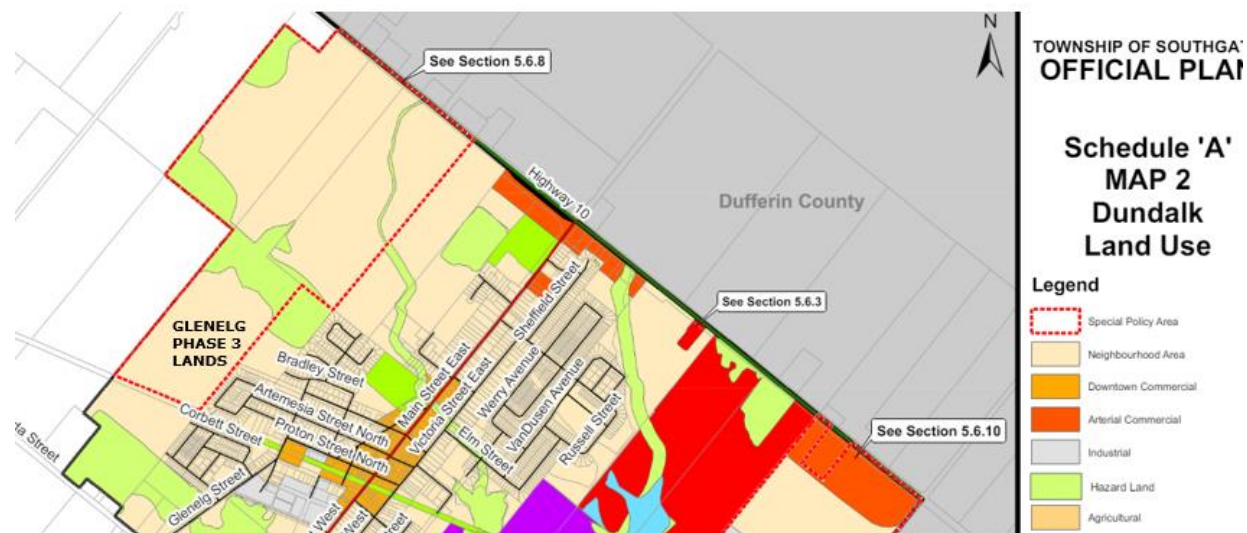
**Provincial Policy Statement:** 1.1.1 healthy, liveable, safe communities sustained by efficient land use, range & mix of housing, allowing settlement area expansion.

1.1.3.1 settlement areas shall be the focus of growth and development with a mix of land uses that make proper use of land, resources, and infrastructure.

1.1.3.4 promoting intensification and redevelopment with appropriate standards.

1.1.3.7 orderly development in growth areas with infrastructure and public service facilities to meet current and projected needs.

**Township Official Plan:** The map below shows the subject site designated Neighbourhood Area and Hazard Land. Special Policy Section 5.6.8 applies to the site. Section 5.6.8 states



The Neighbourhood Area designation under 5.2.1 permits mainly residential development at a mix of detached dwellings, semi-detached townhouses, and similar uses. Residential development is to occur at 25 units per net hectare or greater where possible. The small detached and semi-detached lots plus townhouses result

in an overall density of about +-31 units per net hectare when school, woodlot, storm pond and other site features are excluded from the site area.

Section 5.6.8 outlines special policies for this part of Dundalk Settlement Area. The intent of the policy is to plan for orderly development through the draft plan process as is occurring in this situation. Many of the policies pertain to development of the larger parcel northeast of the subject site such as commercial use of land fronting on Highway 10 and other community facility projects to be allowed in the area.

**Zoning By-law:** Residential 7-515 Environmental Protection MZO Reg. 165/22

**Concluding Comments:** The draft plan of subdivision conditions attached to the staff report have been reviewed by staff and Triton Engineering support in concert with the County Planner. The Township's development standards and financial interests are protected by the recommended draft plan conditions.

Respectfully Submitted,

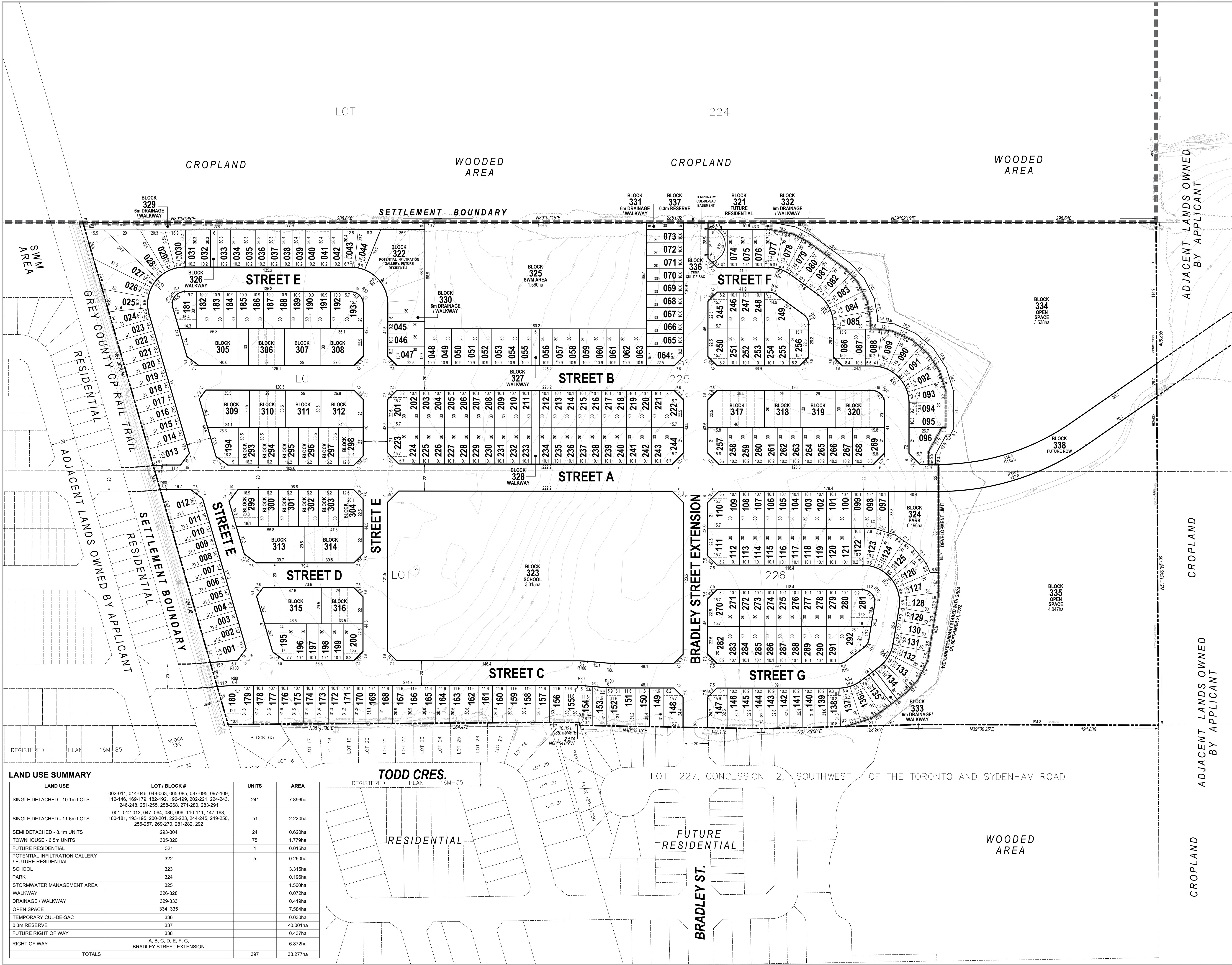
**Municipal Planner:** *Original Signed By*  
Bill White MCIP RPP, Senior Planner Triton Engineering

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

**Attachments:**

PL2024-033 - Attachment 1 - Subdivision Layout April 14, 2024  
PL2024-033 - Attachment 2 - County Proposed Draft Plan Conditions





LAND USE SUMMARY			
LAND USE	LOT / BLOCK #	UNITS	AREA
SINGLE DETACHED - 10.1m LOTS	002-011, 014-046, 048-063, 065-085, 087-095, 097-109, 112-146, 169-179, 182-192, 196-199, 202-221, 224-243, 246-248, 251-255, 258-268, 271-280, 283-291	241	7.899ha
SINGLE DETACHED - 11.6m LOTS	001, 012-013, 047, 064, 086, 088, 110-111, 147-168, 180-181, 193-196, 200-201, 222-223, 244-245, 249-250, 256-257, 269-270, 281-282, 292	51	2.220ha
SEMI DETACHED - 8.1m UNITS	293-304	24	0.620ha
TOWNHOUSE - 6.5m UNITS	305-320	75	1.779ha
FUTURE RESIDENTIAL	321	1	0.015ha
POTENTIAL INFILTRATION GALLERY / FUTURE RESIDENTIAL	322	5	0.260ha
SCHOOL	323		3.315ha
PARK	324		1.196ha
STORMWATER MANAGEMENT AREA	325		1.560ha
WALKWAY	326-328		0.072ha
DRAINAGE / WALKWAY	329-333		0.419ha
OPEN SPACE	334, 335		7.584ha
TEMPORARY CUL-DE-SAC	336		0.030ha
0.3m RESERVE	337		<0.001ha
FUTURE RIGHT OF WAY	338		0.437ha
RIGHT OF WAY	A, B, C, D, E, F, G, BRADLEY STREET EXTENSION		6.872ha
TOTALS		397	33.277ha

**LEGAL DESCRIPTION**

PART OF LOTS 225 AND 226  
CONCESSION 2, 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.

DATE: \_\_\_\_\_ SHAKIR REHMATULLAH - PRESIDENT  
DUNDALK VILLAGE TWO INC.

**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.

DATE: \_\_\_\_\_ DAN DZALDOV - O.L.S.  
SCHAEFFER DZALDOV BENNETT LTD.

**KEY PLAN**

**LEGEND**

- PROJECT BOUNDARY LINE
- RIGHT OF WAY LINE
- BLOCK LINE
- LOT LINE
- PARCEL FABRIC

03	APR. 11, 2024	CONVERT 5 SINGLES TO A POTENTIAL INFILTRATION GALLERY / FUTURE RESIDENTIAL BLOCK, WIDEN WALKWAY BLOCK, REVISE LOTTING	M.M.
04	DEC. 12, 2023	INCREASE DAYLIGHT TRIANGLES ON SKEWED CORNERS; REMOVE GHOSTED ROAD THROUGH SCHOOL BLOCK; INCREASE BLOCK 336 WIDTH TO 6m AND LABEL AS DRAINAGE / WALKWAY; ADD TEMPORARY CUL-DE-SAC EASEMENT TO BLOCK 339; REVISED FUTURE ROW ALIGNMENT; ADD 11.6m SINGLE DETACHED LOTS	M.M.
03	OCT. 5, 2023	ADD WETLAND BOUNDARY AND TEMPORARY CUL-DE-SAC; REVISE PARK, AND LOT LAYOUTS; WIDEN STREET 'A' TO 22m ROW	R.K. / M.M.
02	JUN. 28, 2023	ADD SCHOOL, WALKWAYS, DRAINAGE BLOCKS; REMOVE STREET; CREATE CRESCENT STREET G AND STREET F; REVISE PARK, SWM AREA, AND LOT LAYOUTS	M.M.
01	AUG. 18, 2022	1st SUBMISSION	M.M.
REV. No.	DATE	ISSUED / REVISION	BY

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

A. AS SHOWN	E. AS SHOWN	J. AS SHOWN
B. AS SHOWN	F. AS SHOWN	K. ALL SERVICES AS REQUIRED
C. AS SHOWN	G. AS SHOWN	(WATER, SANITARY, STORMWATER, HYDRO)
D. 286 SINGLES, 24 SEMIS, & 75 TOWNHOUSES	H. MUNICIPAL WATER SUPPLY	L. AS SHOWN
	I. LOAM/SILT LOAM	

**PLANNING  
URBAN DESIGN  
& LANDSCAPE  
ARCHITECTURE  
MHBC PLANNING**

113 COLLIER STREET  
B A R I E, ON, L4M 1H2  
P: 705 728 0045 F: 705 728 2010  
WWW.MHBCPLAN.COM

**STAMP**

DATE: **AUG. 18, 2022**

FILE No. **15184AT**

SCALE **1:1,400 (ARCH D)**

DRAWN BY **M.M.**

CHECKED BY **K.C.**

OTHER

**PROJECT**

**GLENELG PHASE 3**  
DUNDALK VILLAGE TWO 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 7 14 21 28 35 52.5 70 105 140m

MEASUREMENTS SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

N:\Southgate\15184AT\Drawings\Draft\_Plan\CAD\



Plan of Subdivision File No. 42T-2022-08 has been granted draft approval. The County's conditions of final approval for registration of this draft plan of subdivision are as follows:

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### **General Requirements**

1. That the final plan shall conform to the Draft Plan of Subdivision File No. 42T-2022-08 prepared by MHBC Planning and surveyed by Schaeffer Dzaldov Bennett Ltd. dated August 18, 2022, and revised on April 11, 2024, showing:
  - a) 292 single detached lots (Lots 1 to 292)
  - b) 24 semi-detached lots (Lots 293 to 304)
  - c) 75 townhouse units located within Blocks 305 to 320
  - d) 1 block for future lots (Block 321)
  - e) 1 block for a potential infiltration gallery or 5 future lots (Block 322)
  - f) School block (Block 323)
  - g) Park block (Block 324)
  - h) Stormwater block (Block 325)
  - i) Walkway/trail blocks (Blocks 326 to 328)
  - j) Drainage/walkaway blocks (Blocks 329 to 333)
  - k) Open space blocks (Blocks 334 and 335)
  - l) Temporary cul-de-sac block (Blocks 336)
  - m) 0.3 metre reserve (Block 337)
  - n) Future right of way block (Block 338)

The legal description of the subject lands is Part of Lots 225 and 226, Concession 2, Southwest of the Toronto Sydenham Road (SWTSR), Township of Southgate, Geographic Township of Proton, County of Grey.

2. The Owner shall enter into and execute a Subdivision Agreement and Service Finance Agreement as necessary, in accordance with these Draft Plan Conditions, prior to final approval and registration of the Plan, to satisfy these conditions and all financial, legal, and engineering matters, including landscaping and the installation of municipal services, and other requirements of the Township of Southgate ("the Township") and the County of Grey ("the



County”), as well as any statutory requirements of other government authorities, including the payment of all applicable Township and County development charges in accordance with the applicable Development Charges By-law.

3. That the road allowances included in this Draft Plan shall be shown and dedicated as public highways to the Township of Southgate.
4. That the streets shall be named, subject to final approval of Township Council, and provided that such new street names are not duplicates of street names or phonetic sounding street names elsewhere in the County of Grey.
5. That any dead ends, daylighting triangles at street intersections and open sides of road allowances created by this Draft Plan shall be terminated in 0.3 metre reserves to be conveyed to, and held in trust, by the Township of Southgate.
6. That the Township provide confirmation that the Proposed Subdivision is zoned appropriately.
7. The Owner shall develop a phasing plan to the satisfaction of the Township. The phasing plan shall address matters including but not limited to the allocation of servicing pursuant to the Southgate Servicing Capacity Allocation & Retention Policy, any necessary temporary works such as turning circles, sidewalk and trail connections, or temporary easements. The phasing plan shall also identify any lots which may be temporarily constrained by development as a result of the phasing. The Subdivision Agreement between the Owner and the Township shall contain provisions satisfactory to the Township to address phasing arrangements acceptable to the Township, including that servicing shall only be allocated to phases which are being registered and for which securities are provided.

### **Servicing, Grading and Road Requirements**

8. That the Owner agrees in writing to satisfy all the requirements, financial and otherwise, of the Township of Southgate and without limiting the generality of the foregoing, the provision of roads, installation of services, installation of sidewalks and trails and drainage.
9. That such conveyances and easements as may be required by an appropriate authority for municipal servicing, utility or drainage purposes shall be granted to the appropriate authority.
10. The Owner and the Township shall acknowledge in the Subdivision Agreement that sewage and water allocation is not available to service the entire subdivision.

Final approval shall only be given to each phase of the development where sanitary and water services are available pursuant to the Southgate Servicing Capacity Allocation & Retention Policy and constructed to the Subdivision or financially secured to the satisfaction of the Township.

11. That prior to the final approval and registration of any phase of the plan, if applicable, the Owner shall request a Provisional Allocation of services and execute a Final Capacity Allocation Agreement pursuant to the Southgate Servicing Capacity Allocation & Retention Policy. Upon execution of the Final Capacity Allocation Agreement the Township shall allocate Municipal Water Capacity and Wastewater Capacity accordingly.
12. Prior to any grading or construction on the site and prior to registration of the plan, the Owners or their agents shall submit the following plans and reports to the satisfaction of the Grand River Conservation Authority (GRCA) and the Township:
  - a) A Final Functional Servicing and Stormwater Management Report in accordance with the 2003 Ministry of Environment Report entitled, "Stormwater Management Practices Planning and Design Manual" and in keeping with the Functional Servicing & Stormwater Management Report (January 2024, C.F. Crozier & Associates) and revisions required to address b) below.
  - b) Completion of a feature-based and site water balance completed to the satisfaction of the GRCA and County/Township Engineer and incorporation of any mitigation measures.
  - c) Completion of a revised Environmental Impact Study (EIS) demonstrating how GRCA policies 7.1.2 and 8.4.7 (or as amended) have been addressed with respect to Block 338 (Future ROW).
  - d) A master grading and drainage plan and associated Stormwater Management report to provide an overall grading and drainage approach for the proposed subdivision which shall be circulated and approved by the Township and Conservation Authority. Prior to issuance of building permit(s) for any individual lot or block for development, the Owner or developer of the lot shall submit a detailed lot grading and drainage plan in compliance with the master grading and drainage plan.
  - e) An Erosion and Siltation Control Plan in accordance with the Grand River Conservation Authority's Guidelines for sediment and erosion control, indicating the means whereby erosion will be minimized, and silt

maintained on-site throughout all phases of grading and construction.

The submission and approval of a permit under O. Reg. 41/24 from the GRCA prior to any development or alteration activities (including grading) or interference with a wetland within the regulated area.

13. That the Owner as part of the Subdivision Agreement, shall agree in writing acceptable to the Township of Southgate:

- a) To undertake all works according to the plans and reports approved under Conditions 12 noted above.
- b) To maintain all stormwater management, water balance features and erosion and sedimentation control structures in good repair and operating order throughout all phases of construction until Final Acceptance of services has been granted by the Township of Southgate. The Owner is responsible for satisfying all requirements of the Environmental Compliance Approval, the Township and the GRCA until Final Acceptance has been granted.
- c) To investigate any well interference complaints received by the Owner or the Owner's Agents, Ministry of the Environment, Conservation and Parks (MECP) or the Township, from the start of construction until Final Acceptance of the subdivision. The results of each investigation shall be submitted for review to the Township and the MECP within 60 days of the complaint being received. The Owner shall be required to pay for any well interference assessment, completed to the satisfaction of the Township. If determined to be a valid complaint, acceptable well interference mitigation to a complaint may include well deepening and or pump lowering. The owner agrees to reimburse the cost of any mitigation.
- d) To erect a subdivision sign on the property containing the following information:
  - i. Identifying all proposed uses within the draft approved plan of subdivision and adjacent uses.
  - ii. Identifying off street parking restriction to be imposed by the Township upon Preliminary Acceptance of the subdivision.
  - iii. Illustrating the location of proposed school, sidewalks, public walkways, trails, parks, fences, and community mailbox locations. With respect to fences, a fence shall be installed at the backs of Lots 1 to 27 and the west side of lot 180 adjacent

to the Grey County CP Rail Trail.

14. That the Owner pays the cost of supplying and erecting street name and traffic control signs and any traffic control pavement painting in the subdivision according to applicable municipal or provincial standards to the satisfaction of the Township.
15. That any domestic wells and boreholes identified for the development during hydrogeological or geotechnical investigations within the limits of the draft plan of subdivision be properly abandoned and secured by the Owner, when no longer required, in accordance with the Ministry of Environment, Conservation and Parks Regulations and Guidelines to the satisfaction of the Township.

#### **Utilities and Canada Post**

16. That the Subdivision Agreement between the Owner and the Township shall contain provisions whereby the Owner shall make satisfactory arrangements with the appropriate providers for the provision of permanent and/or temporary private utilities including but not limited to hydro, telephone, natural gas, high speed internet and cable television services to this plan.
17. The Owner shall make satisfactory arrangements with Canada Post and the Township, for the installation of Canada Post Community Mailboxes and shall indicate these locations on the appropriate servicing plans. The Owner shall further provide the following for the Community Mailboxes:
  - a) An appropriately sized sidewalk section (concrete pad), per Canada Post standards, to place the mailbox on, plus any required vehicle lay-bys, walkway access and/or curb depressions for wheelchair access.
  - b) A suitable temporary Community Mailbox location which may be utilized by Canada Post until the curbs, sidewalks and final grading have been completed at the permanent Community Mailbox Site locations to enable Canada Post to provide mail service to new residences as soon as homes are occupied.
  - c) Notice to all purchasers of any lot that door to door mail service is not available.

#### **Vegetation, Fencing, and Streetscape Requirements**

18. That the Owner prepares and submits a Native Tree Planting and Landscaping Plan for approval by the Township. The plan will specifically provide for additional tree planting in the park and open space areas, as well as the provision of trees for individual lots. A treed buffer is to be planted on the backs of Lots 1 to 27 and the west side of lot 180 adjacent to the CP Rail Trail. These plans will form part of the approved plans in the Subdivision

Agreement.

19. That prior any vegetation clearing on-site, the Owner prepares a Tree Inventory and Preservation Plan by a qualified Environmental Consultant, Landscape Architect or Arborist, which identifies existing trees and other vegetation and means of protection, restoration, and enhancement, through appropriate plantings or other measures including edge management, to the satisfaction of the Township and Grey County. The Terms of Reference for this report shall be approved by the Township and Grey County prior to the report being prepared. The Tree Inventory and Preservation Plan shall include amongst other matters:
  - i. Consideration for the Township's Engineering Standards;
  - ii. Special provisions to ensure that the existing vegetation on the periphery and throughout the site be maintained and protected, where feasible, during the development process;
  - iii. Special provisions to ensure that existing vegetation on the adjacent lands be protected during development and construction;
  - iv. That any tree removal be done in accordance with the findings of the Environmental Impact Study; which requires tree removal be limited to a timeline between October 1<sup>st</sup> and March 31<sup>st</sup>. Should any clearing be proposed at any other times of the year, it must only be done in consultation with the Ministry of Environment, Conservation and Parks, and in accordance with the *Migratory Birds Convention Act* and the *Endangered Species Act*.
20. That the Owner agrees that the Tree Inventory and Preservation Plan shall be incorporated into the Subdivision Agreement with the Township. The Subdivision Agreement shall ensure that the Owner shall save and/or remove any trees and vegetation on the subject lands as required by the Tree Inventory and Preservation Plan to the satisfaction of the Township of Southgate.
21. That the Owner shall agree in the Subdivision Agreement that the Recommendations and Mitigation measures identified in the Environmental Impact Statement Update (EIS), dated May 2023, and prepared by SLR Global Environmental Solutions to be implemented to the satisfaction of the Township and Grand River Conservation Authority.

#### **Blue Water District School Board (BWDSB)**

22. That the Owner agrees to register the Draft Plan with the agreed upon school site, currently known as School Block 323, on the Draft Plan, dated August 18, 2022, and revised on April 11, 2024, and prepared by MHBC Planning, Urban Design & Landscape Architecture with no less than 8.19 acres (3.315 hectares) in area.
23. The Owner shall agree in the Subdivision Agreement to submit to the Bluewater District School Board (BWDSB) for review and comment, at no cost to BWDSB,

the overall subdivision plans/reports and addendums thereto so that BWDSB may review as they relate to School Block 323 and the ability of the site to construct a two to three storey school:

- a) A Geotechnical Report which supports the construction of a typical two to three storey school, including a soils assessment.
- b) A Site Grading and Drainage Plan with a maximum gradient of 5% over less than 20% of the site with an overall grade of 1-3% throughout the remainder of the site.
- c) A Site Servicing Plan showing the following:
  - i. 1 – 100 mm diameter domestic waterline service stud, with curb valves and boxes and/or fire service line as required.
  - ii. 25 – 200mm stub for sanitary sewers.
- d) An Erosion Sediment Control Plan.
- e) A Stormwater Management Plan, including the following:
  - i. A storm sewer connection
  - ii. Stormwater management calculations to include 60% impervious infiltration to allow for a school, portables, and hard surfaces.
  - iii. The provision of soakaway pits.
- f) A Traffic Study, which recognizes elementary school traffic flows, including but not limited to:
  - i. A traffic calming management plan.
  - ii. Pedestrian plan.
  - iii. Location of sidewalks which shall be located on the south side of Street 'A', the south side of Street 'B' and the Bradley Street Extension.
  - iv. Street details/profiles.
  - v. Profile of the street with the traffic flow of a school.
- g) Photometric Plan (streetlighting plan).
- h) Electrical Design Drawings showing a 500kva Hydro connection with a switchgear to the property line.
- i) Archaeological Assessment, including any recommendations and/or mitigation works that will be required to be completed and confirmation that this will not affect the developability of the school block.
- j) Any other supporting documentation that may be relevant or requested by

the BWDSB.

24. That the Owner shall agree to submit, at no cost to the BWDSB, written confirmation from the Township of Southgate in the form of a Final Capacity Allocation Agreement pursuant to the Southgate Servicing Capacity Allocation & Retention Policy confirming the following as they relate to a new school facility:
  - a) The availability of a satisfactory water supply (both domestic and fire).
  - b) The availability of sewage allocation.
  - c) That School Block 323 stormwater flow calculations have been incorporated into the overall stormwater management design.
25. The BWDSB will provide their reasonable anticipated domestic water demand and fire flows and sanitary sewage flows, as well as the preferred location of services to the property line, to the Owner within 60 days upon receipt of written request from the Owner. The Owner shall incorporate those flows into their detailed engineering design and provide same to BWDSB for their review. The Owner shall agree to install all services in accordance with the approved engineering drawings.
26. The BWDSB will provide their reasonable anticipated electricity demands to the Owner within 60 days upon receipt of written request. The Owner shall incorporate those demands into their electrical design drawings and provide same to the BWDSB for their review. The subdivision electrical design will include specific electrical infrastructure such as switchgear, etc. The BWDSB would request that the switchgear be located on adjacent land, however, not on the school site. The BWDSB will be responsible for transformer locations servicing the site as part of the Site Plan Approval process.
27. The Owner shall supply the BWDSB a certificate and/or written confirmation, from the local natural gas company, confirming an adequate capacity for a new school.
28. The BWDSB will provide their reasonable requirements for phone service infrastructure and Fiber Optic service infrastructure within 60 days upon written request from the Owner. The Owner shall incorporate those into their detailed design and provide the same to BWDSB for their review. The Owner shall agree to install all services in accordance with the approved engineering drawings.
29. The Owner shall agree that there will be no stockpiling of soils on School Location Block 323. Where stockpiling has occurred, the Owner shall remove all excess soils and the lands shall be graded with material suitable for use in supporting the imposed load of buildings and hard surfaces in accordance with the approved subdivision grading plan. A pre and post stockpiling soils test shall be conducted

by a qualified engineer and provided to BWDSB.

30. The Owner shall agree to install a chain link fence in accordance with BWDSB standards for School Location Block 323 (School) with the following specifications:

- a) 1.8 metres high.
- b) 2" x 2" 9ga chain link fabric, hot dip galvanized after weaving. Fabric shall have top and bottom selvedge edges knuckled.
- c) All posts shall be schedule 40 weight, hot dip galvanized. End, corner and straining posts shall be 89mm O.D, and line posts shall be 50 mm O.D.
- d) Hot dip galvanized for all components, typical.
- e) Continuous top rail, 42 mm O.D.
- f) Line post spacing not to exceed 3 metres.
- g) Provide 89mm straining posts at midspan where distance between terminal or corner posts is greater than 100 metres.
- h) Continuous bottom tension wire, wire to be 9ga.
- i) Continuous top and bottom rails at 50 mm and schedule 40 weight.

31. That the Owner covenants and agrees that the following clauses shall be inserted in all Offers of Purchase and Sale or Lease of residential lots and units within the Subdivision provided as follows:

All Offers of Purchase and Sale or Lease shall contain the following clauses:

- *"The construction of a public elementary school on a designated site is not guaranteed. Accommodation within a public school operated by Bluewater District School Board may be accommodated in temporary facilities; including but not limited to accommodation in portable classrooms, a "holding school", or directing students to an alternative attendance boundary."*
- *"Student busing is at discretion of the Student Transportation Service Consortium of Grey-Bruce."*
- *"If school buses are required within the Subdivision in accordance with Board transportation policies, as may be amended from time to time, school bus pick up points will generally be located on through streets at a location as determined by the Student Transportation Service Consortium"*



*of Grey-Bruce.”*

All Offers of Purchase and Sale or Lease on lands adjacent to School Block 323 shall contain the following additional clauses:

- *“The purchaser acknowledges and accepts that School Block 323 is a potential future school site and will be operated, maintained and developed as such.”*
- *“The purchaser acknowledges and accepts that noise, dust, and truck traffic are normal circumstances during the construction of a school, and once the school is constructed noise, exterior lighting, portable classrooms, and increased traffic on neighbouring streets during peak A.M. and P.M. hours and during special events are normal operating conditions for a school.”*
- *“Temporary facilities/portables may be placed on the lands in order to accommodate students in excess of the capacity of the school building.”*

32. That the Owner shall agree in the Subdivision Agreement, that prior to registration of the Draft Plan, prepared by MHBC Planning, Urban Design & Landscape Architecture, dated August 18, 2022, last revised April 11, 2024 and as may be amended, the Owner shall enter into an Option Agreement with the BWDSB outlining how the value of the site and timing of purchase will be determined for School Block 323. Alternatively, at the discretion of the BWDSB, the Owner may enter into an Agreement of Purchase and Sale or Lease for School Block 323.

33. The BWDSB will have an option to purchase the school site at any time specified by the BWDSB within seven (7) years following the date of registration of the Draft Plan, prepared by MHBC Planning, Urban Design & Landscape Architecture and dated August 18, 2022, and as may be amended, in which School Block 323 is located. The Owner further agrees that, if the subdivision is phased, School Block 323 shall be registered within the first serviced phase and shall have adequate municipal road frontage on Streets A and C.

34. That the Owner shall agree in the Subdivision Agreement, that if the BWDSB has not exercised the option to purchase School Block 323 within seven (7) years following the date of registration of the phase containing School Block 323, the BWDSB will provide the Township of Southgate and County of Grey with a letter confirming that the property is not required for a school site.

35. That the Owner shall agree in the Subdivision Agreement that, should the BWDSB

purchase School Block 323, any existing easements on School Block 323, which may interfere with the development of the site, shall be released prior to the BWDSB purchasing School Block 323.

### **Park and Open Space Requirements**

36. That the Owner and Township acknowledge that there is an under dedication of parkland on the Proposed Subdivision pursuant to the Planning Act; however, in consultation with and at the request of the Township of Southgate, the Owner shall agree to provide additional parkland on alternate lands within the Township of Southgate, to the satisfaction of the Township.
37. That Blocks 324 to 335 (Park, SWM Pond, Walkways/Trails, Drainage/Walkways, and Open Space), Block 336 (Temporary Cul-de-Sac), Block 338 (Future Right of Way), and Block 337 (0.3 Metre Reserve) be deeded to the Township of Southgate.

### **Miscellaneous**

38. That the Subdivision Agreement includes provisions that require the Owner to submit a report prepared by a Professional Engineer to the satisfaction of the Chief Building Official certifying all structural fill placed below proposed building locations is in compliance with the Ontario Building Code and/or proper engineering standards. This report shall include the lot number, depth of fill, top elevation of fill and the area approved for building construction from the street line, and any other information required by the Chief Building Official.
39. All imported fill is to meet Ministry of Environment, Conservation and Parks Table 2 criteria for development lands.
40. That the Owner shall submit a report prepared by a Professional Engineer to the satisfaction of the Chief Building Official providing an opinion on the presence of soil gases (radon and methane) in the plan of subdivision in accordance with applicable provisions contained in the Ontario Building Code.
41. That prior to final approval or registration of a pre-servicing agreement, the Owner shall complete a stage 2 archaeological assessment and where deemed necessary, a stage 3 and 4 of the subject property and mitigate, through preservation or resource removal and documentation, adverse impacts to any archaeological resources found, to the Saugeen Ojibway Nation (SON) and Six Nations of The Grand River archaeological standards and the Ontario Ministry of Tourism and Culture's standards and Guidelines for Consultant Archaeologists.

No tree cutting, stump removal, grading or other soil disturbances shall take place on the subject property prior to the Township of Southgate, SON, and Six Nations of The Grand River and the Ministry of Culture confirming that all archaeological resource concerns have met licensing, resource conservation requirements, SON and Six Nations of The Grand River archaeological standards.

42. The Owner shall agree in the Subdivision Agreement to the following:

- a) Should previously unknown or unassessed deeply buried archaeological resources be uncovered during development, such resources may be a new archaeological site and therefore subject to Section 48 (1) of the *Ontario Heritage Act*. The Owner or person discovering the archaeological resources must cease alteration of the site immediately and engage a licensed archaeologist to carry out archaeological fieldwork, in compliance with sec. 48 (1) of the *Ontario Heritage Act*;
- b) That anyone working on the development who uncovers a burial site containing human remains shall cease fieldwork or construction activities and immediately report the discovery to the police or coroner in accordance with the *Funeral, Burial and Cremation Services Act*.

43. That the Owner shall agree in the Subdivision Agreement to insert in all Agreements of Purchase and Sale or Lease for each dwelling in the subdivision:

*"The lands to the north of the subdivision are being utilized for normal agricultural operations that may result in noise, dust, odour and other potential nuisances associated with livestock or agricultural uses. These normal agricultural practices may occasionally affect the living environment of residents in close proximity to agricultural operations."*

44. That the Owner shall agree in the Subdivision Agreement to insert in all Agreements of Purchase and Sale or Lease for Lots 1 to 27 and 180 in the subdivision:

*"ATV's and snowmobiles are seasonally permitted to use the Grey County CP Rail Trail located adjacent to the lot and these uses generate noise."*

## **Administration**

45. Prior to final approval, the County is advised in writing from Canada Post that Draft Plan Condition 16 and 17 has been addressed to their satisfaction.
46. Prior to final approval, the County is advised in writing from the BWDSB that Draft Plan Conditions 22 to 35 have been addressed to their satisfaction.
47. Prior to final approval, the County is advised in writing from the Grand River Conservation Authority that Draft Plan Conditions 12, and 21 have been addressed to their satisfaction:
48. Prior to the signing of the final plan by the County of Grey, the County is to be advised that all Draft Plan Conditions have been carried out to the Township's satisfaction.
49. If final approval is not given to this plan within three (3) years of the draft approval date, and no extensions have been granted, draft approval shall lapse under Subsection 51(32) of the Planning Act, RSO 1990, as amended. If the owner wishes to request an extension to draft approval, a written explanation along with the applicable application fee and a resolution from the local municipality must be received.

#### **NOTES TO DRAFT APPROVAL**

1. It is the applicant's responsibility to fulfil the conditions of draft approval and to ensure that the required clearance letters are forwarded by the appropriate agencies to the County of Grey, quoting the County file number.
2. An electrical distribution line operating at below 50,000 volts might be located within the area affected by this development or abutting this development. Section 186 - Proximity - of the Regulations for Construction Projects in the Occupational Health and Safety Act, requires that no object be brought closer than 3 metres (10 feet) to the energized conductor. It is the proponent's responsibility to be aware, and to make all personnel on site aware, that all equipment and personnel must come no closer than the distance specified in the Act. They should also be aware that the electrical conductors can raise and lower without warning, depending on the electrical demand placed on the line. Warning signs should be posted on the wood poles supporting the conductors stating **"DANGER - Overhead Electrical Wires"** in all locations where personnel and construction vehicles might come in close proximity to the conductors.
3. Clearances or consultations are required from the following agencies, as

well as the appropriate agency or authority providing utilities or services:

- Township of Southgate, 185667 Grey Road 9, Dundalk, ON, N0C 1B0
- Grand River Conservation Authority, 400 Clyde Road, Cambridge, ON N1R 5W6
- Enbridge Gas Inc., 50 Keil Drive North, Chatham, ON, N7M 5M1
- Canada Post, 955 Highbury Avenue North, London, ON, N5Y 1A3
- Saugeen Ojibway Nation Environment Office, 10129 Highway 6, Georgian Bluffs, ON, N0H 2T0
- Six Nations of the Grand River, 1769 Chiefswood Rd, Ohsweken, ON N0A 1M0
- Blue Water District School Board, 351 1<sup>st</sup> Avenue North, Chesley, ON N0G 1L0

4. We suggest you make yourself aware of the following subsections of the Land Titles Act:

- a) subsection 144(1) requires all new plans to be registered in a Land Titles system if the land is situated in a land titles division; and
- b) subsection 144(2) allows certain exceptions.

The subdivision plan for Registration must be in conformity with the applicable Ontario Regulation under The Registry Act.

5. Inauguration or extension of a piped water supply, a sewage system or a storm drainage system is subject to the approval of the Ministry of the Environment, Conservation and Parks under the Ontario Water Resources Act, RSO 1990, as amended.
6. All measurements in subdivision final plans must be presented in metric units.
7. The final plan approved by the County must be registered within thirty (30) days or the County may withdraw its approval under subsection 51(32) of the Planning Act RSO 1990, as amended.



## **Staff Report PL2024-034**

**Title of Report:** **PL2024-034-Provincial Planning Statement 2024, Bill 185 Cutting Red Tape to Build More Homes Act, 2024**  
**Department:** Clerks  
**Branch:** Planning Services  
**Council Date:** April 30, 2024

**Recommendation:**

**Be it resolved that** Council receive Staff Report PL2024-034 for information; and  
**That** Council authorize submission of the points outlined in the Concluding Comments Section of the report regarding Provincial Planning Statement 2024 and the second reading of Bill 185, and that staff continue monitoring and report back on the final policies and legislated changes to the Planning Act.

**Property Location:** Provincial Policy and Legislative Matter

**Subject Lands:** Applies in the County of Grey and the entire Township.

**The Proposal:** The proposed new [Provincial Planning Statement 2024](#) is out for comment until May 15. It replaces a 2023 draft Planning Statement that was consulted upon last summer. When the new Planning Statement is adopted it will replace the [2020 Provincial Policy Statement](#) as Ontario's position on land use planning matters. Municipal Council's must make land use planning decisions that are consistent with provincial land use policies.

[Bill 185](#) Cutting Red Tape to Build More Homes Act received second reading at the Province includes changes to the Planning Act, Development Charges Act, Municipal Act, Line Fences Act, and other legislation.

This report provides background information on [Provincial Planning Statement 2024](#) and [Bill 185](#) both of which are being considered by Ontario Legislators at this time.

**Background:** Since Ontario's Housing Task Force reported on the major lack of housing supply across the province, several legislative initiatives and policy directions were initiated to encourage building of 1.5 million homes in Ontario by 2032. Ontario's initiatives include the following:

- [Bill 109 More Homes for Everyone Act 2022](#)
- [Bill 23 the More Homes Built Faster Act, 2022](#)
- [Bill 97 Helping Homebuyers, Protecting Tenants Act](#) and
- [Draft Provincial Planning Statement 2023](#)

Applications to amend the official plan, zoning bylaw, minor variances, consents and others Township Council considers are reviewed under legal rules set in the [Ontario Planning Act](#), and associated regulations. Bills 109, 23 and 97 plus [Bill 185](#) change Planning Act procedures staff must follow when presenting applications to the public and Council.

The [2020 Provincial Policy Statement](#) to be replaced by a new [Provincial Planning Statement 2024](#) will impact on some staff recommendations in planning reports as well as Council's decisions on applications to remain consistent with Ontario's planning policy.

A chart in the appendices summarizes the difference between the Provincial Planning Statement 2023 and [Provincial Planning Statement 2024](#). The changes in [Bill 185](#) that most impact the Township are also documented the appendices.

### **Staff Review:**

The Following summarizes potential changes to the [Provincial Planning Statement 2024](#) that will impact Township planning practices.

- Support intensification, range, and mix of housing (garden suites, multi-generational, low, and mid-rise apartments etc.).
- High growth areas and large municipalities to achieve 50 residents and jobs per hectare, smaller moderate growth areas may achieve lower densities.
- Encourages residential development in rural settlements but removed section allowing for multi-lot residential development (estate subdivisions).
- More private servicing flexibility but requiring review of environmental impacts and alternatives for rural areas and settlements when official plans reviewed/updated.
- Permits housing on prime agricultural lands within the rural cluster. Removed policies allowing residential lot creation in prime agricultural areas except for surplus farm severances and lot additions.
- More permissive policies on rural employment area expansion.
- Allowing additional residential units and housing for farm workers but removed statement that local official plan and zoning cannot be more restrictive.
- Flexibility in population forecasts including Ministry of Finance projections. 25-year planning horizon with a 15-year residential land supply, 3-year servicing capacity.
- Settlement areas can be expanded and established with more flexibility and without mandated municipal comprehensive review process but re-established the policy requiring need to be demonstrated.
- New policies encouraging residential and mixed-use development in older commercial retail areas.
- Rules for integrating industrial and manufacturing and protecting along major corridors, across boundaries, and more control over employment conversions.
- Require planning for stormwater management, water, wastewater, and waste management to accommodate growth and protect major corridors highways etc.

- Integrate planning with transportation of goods and people and consider multiple uses for schools into neighbourhoods.
- Protect specialty crop areas through minimum distance separation and promoting an agricultural systems approach to support agri-food network and make Provincial agriculture mapping optional.

The following summarizes potential impacts of Planning Act Amendments proposed in [Bill 185](#)

- Pre-consultation on official plan, zoning, site plan control and plan of subdivision applications can be required but not by bylaw and if no decision made on a complete application within 90 days there is an appeal to OLT.
- No member of public can appeal an official plan amendment.
- Developers can apply to amend a settlement area boundary in an Official Plan and if it is not approved now has appeal right unless site is within Greenbelt.
- Fee refunds for zoning bylaw amendments not processed within 90-210 days are eliminated.
- Developers can apply to amend a settlement area boundary in the zoning bylaw and if it is not passed now has appeal right unless site is within Greenbelt.
- No member of public can appeal a zoning bylaw amendment.
- Minister's Zoning orders (three in Southgate) are and always have been bylaws passed by Council.
- Additional residential units on full municipal services (up to 2, including 1 in an accessory building) may be regulated as far as a qualifying parcel and the existing building or structure, unless all buildings are demolished. The Minister may enact rules to override zoning restrictions.
- Fee refunds for site plan approvals not processed within 60-120 days are eliminated.

**Provincial Policy Statement:** This report is to comment on new [Provincial Planning Statement 2024](#) which replaces the [2020 Provincial Policy Statement](#)

**Township Official Plan:** Depending on final [Provincial Planning Statement 2024](#) that is approved by the government, and wording of [Bill 185](#) upon Royal Assent the official plan may need to be updated.

**Zoning By-law:** Depending on final [Provincial Planning Statement 2024](#) that is approved by the government, and wording of [Bill 185](#) upon Royal Assent the zoning bylaw may need to be updated.

**Concluding Comments:** Both the [Provincial Planning Statement 2024](#) and [Bill 185](#) are not yet final. It is recommended Council consider commenting on the following areas:

1. Support policies in the Planning Statement that permit additional residential units in prime agricultural and rural areas within the farm cluster, where private servicing appropriate and in compliance with MDS so long as municipalities can be more restrictive if community need demands.



2. Support flexibility in settlement boundary areas expansions, including rural settlements provided a comprehensive planning analysis is completed including an assessment of need for boundary expansion.
3. Request a clearer definition of infilling and rounding out existing rural subdivisions on private services.
4. Do not support elimination of private citizens right to appeal to the Ontario Land Tribunal an official plan or zoning bylaw amendments provided the citizen lives within the area where notice was given, actively participated in the public meeting process, specifies reasons for the appeal including taking legal and planning advice in submitting an appeal.
5. Support the elimination of fee refunds on Planning Act applications (zoning amendments and site plan control) but allow appeal to Ontario Land Tribunal if decisions are not made in a timely manner.
6. Support additional residential units in fully serviced areas allowing municipalities to determine appropriate zoning rules for the units based on community need and input.

Respectfully Submitted,

**Municipal Planner:** *Original Signed By*  
Bill White, Triton Engineering

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

## Appendices:

### Comparison Provincial Planning Statement 2023 & Provincial Planning Statement 2024.

Section	2023	2024
<b>2.1 Planning for People &amp; Homes (1)</b>	25 yr projection at each OP update, longer for infrastructure, public service etc.; clarify impact of MZO	Authorities shall base pop & employ growth on Moff. 25 yr. projection, may modify
2.1 (2)	Range & mix of housing for regional area, 15 years land designated and available, 3 years servicing capacity	Municipalities can continue to use previous Provincial population and employment projections
2.1(3)	Lower tiers maintain land and unit supply of Upper tier approval authorities	20 yr. projection at each OP update, but no more than 30 longer for infrastructure, public service etc.; clarify impact of MZO is in addition to needs over OP horizon
2.1 (4)	Complete communities a mix of housing, transit etc.; improve accessibility for all; improve social equity & quality of life	Range & mix of housing for regional area, 15 years land designated and available, 3 years servicing capacity
2.1(5)	n/a	Lower tiers maintain land and unit supply of Upper tier approval authorities
2.1(6)	n/a	Complete communities a mix of housing, transit etc.; improve accessibility for all; improve social equity & quality of life
<b>2.2 Housing (1)</b>	Plan range of mix of housing options, densities, of regional market	Plan range of mix of housing options, densities, of regional market ( <b>similar</b> )
<b>2.3 Settlement Areas and Settlement Area Boundary Expansions</b>	1. Settlement Areas focus of growth 2. Land Use patterns a-e 3. Support intensification and redevelopment, complete communities	<b>2.3.1 General Policies for Settlements</b> 1. Settlement Areas focus of growth 2. Land Use patterns a-e 3. Support intensification and redevelopment, complete communities
2.3(4)	New settlement areas or boundary expansions a) – e) criteria As in new 2.3.2	Authorities encourage to establish min. targets for intensification & re-development in built-up areas, consider local conditions
2.3(5)	Authorities to establish density targets for new settlements and expansions; large fast growing 50 residents & jobs/hectare	Authorities to establish density targets for designated growth areas; large fast growing 50 residents & jobs/hectare
2.3(6)	n/a	Authorities establish & implement phasing policies, align designated growth areas with infrastructure & public services
		<b>2.3.2 New Settlement Areas &amp; Settlement Boundary Expansions</b>

		<p>1. New SA's or SABE's shall consider need to plan for mix or land uses, where sufficient service capacity, if specialty crop areas, alternatives to avoid prime ag., comply with MDS, impacts on ag system, plan for phased urban dev't</p> <p>2. a new settlement identified only where infrastructure &amp; public services available</p>
<b>2.4 Strategic Growth Areas</b>	Major transit centre, urban growth centres with existing or planned transit services or high order transit corridors	Definition strategic growth area slightly changed, focus existing & emerging downtowns, land adjacent to post-secondary inst. & other areas, underused shopping malls and plazas
<b>2.4.1 General Policies for Strategic Growth Area</b>	1. planning authorities may and large and fast-growing municipalities shall focus growth on SGA (a) set min. density target and (b) identify scale and type of development	<p>1. identify &amp; focus growth in these areas</p> <p>2. complete communities' range of housing options and mixed use for (a) significant pop. &amp; employment growth (b) focal areas education, commercial, recreational cultural (c) support transit locally 7 regionally (d) affordable, accessible, and equitable housing</p>
	2. reduction or change urban growth are in an OP only during new OP or S 26	3. a-e prioritize infrastructure, scale of development, complete communities, compact form, student housing strategy, redevelopment of commercial retain lands underused malls and plazas to mixed use
<b>2.4.2 Major Transit Area</b>		1. define major transit station areas or higher order transit corridors in OP within 500-800 m of a transit station to maximize
		2. within major and high order transit areas same density target for subways, light rail, regional rail (200-150 residents and jobs per ha)
		More or less the same 2-6 (7 repeats)
<b>2.5 Rural Areas in Municipalities</b>	1. Healthy integrated viable rural areas (a) though (h)	Same 2. In rural areas, rural settlement areas shall be the focus of growth and development and their vitality and regeneration shall be promoted.
	2. When directing development in rural settlements: locally appropriate, scale of development etc. Growth and development for rural land as per 2.6	3. Same as 2 in previous
<b>2.6 Rural Lands in Municipalities</b>	1. Rural lands permitted uses include: (a) through (g)	1. Same except c) <b>remove</b> "and multi-lot residential development"
	2- 5 other rural development criteria	2-5 same except 4. Planning authorities <u>should support</u> a diversified rural

		economy by protecting agriculture and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses
<b>2.7 Territory Without Municipal Organization</b>	n/a	n/a
<b>2.8 Employment Supporting A Modern Economy</b>	2.8.1 1. a-c	2.8.1 1. same a-d, new d encourages intensification of compatible, compact mixed use for complete communities, new e allow transition uses from employment to sensitive uses
	2,3	2 same, 3 similar with reference to 3.5 (land use compatibility)
	4, require OP cannot be more restrictive than 2.8.1.3	Section removed
	5	5. major office and institutional to major transit areas or strategic growth areas
<b>2.8.2 Employment Area</b>	1 a,b Plan protect preserve employment areas, ensure infrastructure, locate near major goods movement corridors	1, 2 the same
	2 a-e protect employment areas	3 a-e the same to protect employment areas, prohibit residential uses
	3 assess and update employment areas in OP to ensure appropriate	4 is the same plus add
	4 criteria for removal of employment lands	5. basically the same new that accommodate employment growth in OP
<b>2.9 Energy Conservation, Air Quality and Climate Change</b>		Same re reducing greenhouse gas and prepare for climate change
<b>Chapter 3: Infrastructure and Facilities 3.1 General Policies for Infrastructure &amp; PSF</b>		Essentially same adding public service facilities should be planned and colocated with one another, along with parks and open space where appropriate
<b>3.2 Transportation Systems</b>		Same – safe, energy efficient for projected needs, use infrastructure, connectivity of multi model transportation systems
<b>3.3 Transportation and Infrastructure Corridors</b>		Same – plan and protect corridors and infrastructure rights-of-way; preserve and protect linear corridors where possible including collocating

<b>3.4 Airports, Rail and Marine Facilities</b>		Same – protection NEF/NEP etc.
<b>3.5 Land Use Compatibility</b>		Same – protect sensitive uses, mitigate adverse effects protect long term viability of major facilities
<b>3.6 Sewage, Water and Stormwater</b>		<p>Same – planning for sewage and water services including opportunities to allocated and reallocated unused system capacity to municipal water and sewer.</p> <p>2. municipal preferred to support settlement area growth</p> <p>3- 8 same (including 4 which requires at OP review or update assess environmental health and viability of other servicing</p>
<b>3.7 Waste Management</b>		same
<b>3.8 Energy Supply</b>		same
<b>3.9 Public Spaces, Recreation, Parks, Trails and Open Space</b>		same
<b>Chapter 4: Wise Use and Management of Resources 4.1 Natural Heritage</b>		
<b>4.2 Water</b>		Same 1-3 plus 4 related to upper and lower tier for fast growing municipalities and 5. Collaboration with conservation authorities in watershed planning
<b>4.3 Agriculture, 4.3.1 General Policies</b>		Same 1-3 agricultural systems approach, maintain geographically continuous agricultural land base, prime ag and specialty crop protected for long-term, Class 1-3 priority
<b>4.3.2 Permitted Uses</b>		<p>Same 1-4 prime agricultural areas include agricultural uses, agricultural related uses and on-farm diversified uses</p> <p>5. Where a residential dwelling is permitted on a lot in a prime agricultural area, up to two additional residential units shall be permitted provided they</p> <p>a-meet MDS</p> <p>b-compatible with and not hinder ag operations.</p> <p>c- have appropriate water, sewer</p> <p>d-address public health and safety</p>

		<p>e – limited in scale located close to principal dwelling or farm cluster</p> <p>f-minimize ag land loss</p> <p>Additional residential units only severed through surplus farm operation</p>
<b>4.3.3 Lot Creation and Lot Adjustments</b>	2024 version Removed 4.3.3 2. Official plans and zoning bylaws shall not contain provisions that are more restrictive	<p>1. Is discourage only permitted in prime agriculture areas for a. agricultural uses, b. agricultural related uses limited to minimum size needed</p> <p>c. one surplus residence to an agricultural operation of minimum size with retained lot zoned to prohibit any dwelling</p>
<b>4.3.4 Removal of Land from Prime Agricultural Areas</b>		Same for expansions of or identification of settlement areas as per 2.3.2
<b>4.3.5 Non-Agricultural Uses in Prime Agricultural Areas</b>		Same only permit non-agricultural uses for mineral extraction, limited non-residential uses not in specialty crop areas, meets MDS, identified need and alternate locations evaluation
<b>4.3.6 Supporting Local Food and the Agri-food Network</b>		Planning authorities to support local food, facilitate near-urban and urban agriculture and foster a robust agri-food network

The following summarizes [Bill 185](#) changes impacting Township planning:

- Amend Section 17(24) to remove appeal right on an official plan from a “person or public body” to a “specified person or public body” (definition of specified person includes mostly private utility companies like Hydro One, OPG, Natural Gas companies etc.) – includes transition rules new subsections (24.0.1, 24.0.2, 24.0.3, 24.0.4).
- Amend Section 17(36) to remove appeal rights on an upper tier decision on a lower tier official plan from a “person or public body” to a “specified person or public body” (same definition as above – includes transition rules (36.0.1, 36.0.2, 36.0.3, 36.0.4).
- Amend Section 22 regarding persons or public bodies requesting Council’s amend their official plan, including new 3.1 that allows pre-consulting on requests to amend the OP but removes ability of Council to require pre-consultation through a by-law – new subsection 6.2 about persons and public bodies or Council appealing to OLT on whether information on request to amend the OP is complete – new section 22(7.2) appeals only prohibited on a settlement area boundary within the Provincial Greenbelt.
- Amend Section 34 regarding amending zoning bylaws, including new 3.1 that allows pre-consulting on requests to amend the OP but removes ability of

Council to require pre-consultation through a by-law – new subsection 10,5 about persons and public bodies or Council appealing to OLT on whether information on request to amend a Zoning Bylaw is complete – new section 34(11.0.4) (a) appeals only prohibited on a settlement area boundary within the Provincial Greenbelt.

- Repeal Sections 34 (10.12) and (10.14) which requires fee refunds for zoning amendments (50% if no decision in 90 days; 75% no decision in 150 days; 100% no decision in 210 days)
- New Section 34(11.0.4) (a) appeals only prohibited on a settlement area boundary amendment to zoning bylaw if within the Provincial Greenbelt.
- Section 34(19) 2. to remove appeal right on zoning bylaw amendment from a “person or public body” to a “specified person or public body” (definition of specified person includes mostly private utility companies like Hydro One, OPG, Natural Gas companies etc.) – includes transition rules new subsections (19.0.0.1, 19.0.0.2, 19.0.0.3, 19.0.0.4).
- Section 34.1 repealed and replaced regarding Minister’s Orders which state they are to be and always have been a bylaw passed by Council.
- Section 35.1 (2) that allows Minister to make regulations and standards for up to 2 additional residential units (detached, semi-detached, row), including 1 in a separate building, now including identifying which parcels and which buildings may qualify –superseded lot size and lot coverage provisions.
- Section 41 (3.1) and (3.2) repealed and replaced regarding pre-consulting on site plans including new 3.1 that allows pre-consulting on site plans but removes ability of Council to require pre-consultation through a by-law.
- Section 41 (11.1) to (11.3) are repealed which requires fee refunds for zoning amendments (50% if no decision in 60 days; 75% no decision in 90 days; 100% no decision in 120 days)
- New Section 49.2 allows the Minister to make regulations that apply to additional residential units.
- Changes to Section 51 (16.1) (19.2) (19.3) and (32) regarding pre-consultation on subdivisions, and expiry of draft plan approvals

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

### **By-law Number 2024-038**

being a by-law to authorize entering into an agreement with Municipal Support Services for Canine Control and After Hours By-law Enforcement Services

**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** the Council of the Corporation of the Township of Southgate deems it desirable to enter into an agreement to provide Canine Control and After Hours By-law Enforcement Services for the Township of Southgate,

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

1. **That** the agreement between Municipal Support Services and the Corporation of the Township of Southgate is hereby ratified and confirmed; and
2. **That** the Mayor and the Clerk are hereby authorized to execute the agreement on behalf of the Township of Southgate; and
3. **That** By-law 2019-187 is hereby repealed and replaced with this by-law effective April 30, 2024; and
4. **That** where the provisions of any other by-law, resolution or action of Council are inconsistent with the provisions of this by-law, the provisions of this by-law shall prevail.

**Read a first, second and third time and finally passed this 30<sup>th</sup> day of April, 2024.**

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Brian Milne – Mayor

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Lindsey Green – Clerk



**The Corporation of the Township of Southgate**  
**By-law Number 2024-039**

being a by-law to appoint a Municipal Bylaw Enforcement Officers for  
the Township of Southgate in accordance with Section 55 of The  
Community Safety and Policing Act, 2019

**Whereas** Section 55 of the Community Safety and Policing Act, 2019, S.O. 2019, c.1 Sched. 1 authorizes Council of any municipality to appoints Municipal Law Enforcement Officers who shall be peace officers for the purposes of enforcing by-laws of the municipality; and

**Whereas** Section 227 of the Municipal Act, 2001, S.O. 2001, c. 25, authorizes Councils to pass by-laws for appointing such officers and employees as may be necessary for the purposes of the Corporation, for carrying into effect the provisions of any by-law of the Council; and

**Whereas** the Council of The Corporation of the Township of Southgate deems it necessary to appoint Municipal Enforcement Officers for the Township of Southgate for the purpose of enforcing municipal bylaws,

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

1. **That** the following individuals be appointed as a Municipal By-law Enforcement Officer for the Township of Southgate

- a. Andrew James
- b. Nicole Long
- c. Tylor Thompson-Bradley
- d. Montana Dvernychuk
- e. Eric Jones
- f. Shelby Thompson
- g. Randi Ricketts; and

2. **That** this by-law shall come into force and effect on the date of passage hereof.

**Read a first, second and third time and finally passed this 30<sup>th</sup> day of April, 2024.**

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Brian Milne – Mayor

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Lindsey Green - Clerk

**The Corporation of the Township of Southgate**  
**By-law Number 2024-041**

being a by-law to appoint a Municipal Bylaw Enforcement Officer for  
the Township of Southgate in accordance with Section 55 of The  
Community Safety and Policing Act, 2019

**Whereas** Section 55 of the Community Safety and Policing Act, 2019, S.O 2019, c.1 Sched. 1 authorizes Council of any municipality to appoints Municipal Law Enforcement Officers who shall be peace officers for the purposes of enforcing by-laws of the municipality; and

**Whereas** Section 227 of the Municipal Act, 2001, S.O. 2001, c. 25, authorizes Councils to pass by-laws for appointing such officers and employees as may be necessary for the purposes of the Corporation, for carrying into effect the provisions of any by-law of the Council; and

**Whereas** the Council of The Corporation of the Township of Southgate deems it necessary to appoint Municipal Enforcement Officers for the Township of Southgate for the purpose of enforcing municipal bylaws,

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

- 1. **That** Beverly Fisher be appointed as a Municipal By-law Enforcement Officer for the Township of Southgate; and
- 2. **That** by-law 2019-051 is hereby repealed and replaced with this by-law; and
- 3. **That** this by-law shall come into force and effect on the date of passage hereof.

**Read a first, second and third time and finally passed this 30<sup>th</sup> day of April, 2024.**

\_\_\_\_\_  
Brian Milne – Mayor

\_\_\_\_\_  
Lindsey Green - Clerk

**The Corporation of the Township of Southgate**  
**By-law Number 2024-042**

being a by-law to appoint a Municipal Bylaw Enforcement Officer for  
the Township of Southgate in accordance with Section 55 of The  
Community Safety and Policing Act, 2019

**Whereas** Section 55 of the Community Safety and Policing Act, 2019, S.O 2019, c.1 Sched. 1 authorizes Council of any municipality to appoints Municipal Law Enforcement Officers who shall be peace officers for the purposes of enforcing by-laws of the municipality; and

**Whereas** Section 227 of the Municipal Act, 2001, S.O. 2001, c. 25, authorizes Councils to pass by-laws for appointing such officers and employees as may be necessary for the purposes of the Corporation, for carrying into effect the provisions of any by-law of the Council; and

**Whereas** the Council of The Corporation of the Township of Southgate deems it necessary to appoint Municipal Enforcement Officers for the Township of Southgate for the purpose of enforcing municipal bylaws,

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

- 1. **That** Philip Schram be appointed as a Municipal By-law Enforcement Officer for the Township of Southgate; and
- 2. **That** by-law 2021-063 is hereby repealed and replaced with this by-law; and
- 3. **That** this by-law shall come into force and effect on the date of passage hereof.

**Read a first, second and third time and finally passed this 30<sup>th</sup> day of April, 2024.**

\_\_\_\_\_  
Brian Milne – Mayor

\_\_\_\_\_  
Lindsey Green - Clerk

**The Corporation of the Township of Southgate**  
**By-law Number 2024-043**

being a by-law to appoint a Municipal Bylaw Enforcement Officer for the Township of Southgate in accordance with Section 55 of The Community Safety and Policing Act, 2019

**Whereas** Section 55 of the Community Safety and Policing Act, 2019, S.O 2019, c.1 Sched. 1 authorizes Council of any municipality to appoints Municipal Law Enforcement Officers who shall be peace officers for the purposes of enforcing by-laws of the municipality; and

**Whereas** Section 227 of the Municipal Act, 2001, S.O. 2001, c. 25, authorizes Councils to pass by-laws for appointing such officers and employees as may be necessary for the purposes of the Corporation, for carrying into effect the provisions of any by-law of the Council; and

**Whereas** the Council of The Corporation of the Township of Southgate deems it necessary to appoint Municipal Enforcement Officers for the Township of Southgate for the purpose of enforcing municipal bylaws,

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

- 1. **That** Hannah Coombs be appointed as a Municipal By-law Enforcement Officer for the Township of Southgate; and
- 2. **That** by-law 2023-112 is hereby repealed and replaced with this by-law; and
- 3. **That** this by-law shall come into force and effect on the date of passage hereof.

**Read a first, second and third time and finally passed this 30<sup>th</sup> day of April, 2024.**

\_\_\_\_\_  
Brian Milne – Mayor

\_\_\_\_\_  
Lindsey Green - Clerk

**The Corporation of the Township of Southgate**  
**By-law Number 2024-044**

being a by-law to appoint a Municipal Bylaw Enforcement Officer for  
the Township of Southgate in accordance with Section 55 of The  
Community Safety and Policing Act, 2019

**Whereas** Section 55 of the Community Safety and Policing Act, 2019, S.O 2019, c.1 Sched. 1 authorizes Council of any municipality to appoints Municipal Law Enforcement Officers who shall be peace officers for the purposes of enforcing by-laws of the municipality; and

**Whereas** Section 227 of the Municipal Act, 2001, S.O. 2001, c. 25, authorizes Councils to pass by-laws for appointing such officers and employees as may be necessary for the purposes of the Corporation, for carrying into effect the provisions of any by-law of the Council; and

**Whereas** the Council of The Corporation of the Township of Southgate deems it necessary to appoint Municipal Enforcement Officers for the Township of Southgate for the purpose of enforcing municipal bylaws,

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

- 1. **That** Ken Nadalin be appointed as a Municipal By-law Enforcement Officer for the Township of Southgate; and
- 2. **That** by-law 2023-061 is hereby repealed and replaced with this by-law; and
- 3. **That** this by-law shall come into force and effect on the date of passage hereof.

**Read a first, second and third time and finally passed this 30<sup>th</sup> day of April, 2024.**

\_\_\_\_\_  
Brian Milne – Mayor

\_\_\_\_\_  
Lindsey Green - Clerk

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



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

## **Staff Report PW2024-018**

**Title of Report:** PW2024-018 MECP 2023 - 2024 Dundalk Drinking Water Inspection Report  
**Department:** Public Works  
**Branch:** Water & Wastewater  
**Council Date:** April 30, 2024

### **Recommendation:**

**Be it resolved that** Council receive Staff Report PW2024-018 for information.

### **Background:**

The Ministry of the Environment, Conservation and Parks (MECP) 2023 - 2024 Inspection Report for the Dundalk Drinking Water System was received on April 16, 2024 (Attachment #1). MECP Water Compliance Inspector Rhonda Shannon conducted a Focused Inspection of the Dundalk Drinking Water System on February 29, 2024, for the period covering September 20, 2022 to February 29, 2024.

### **Staff Comments:**

The inspection review period was from September 20, 2022, to February 29, 2024. There were no Non-Compliance with Regulatory Requirements, no Actions Required and a few reminder recommendations in this report. The 2023 - 2024 Dundalk Drinking Water System Inspection Report received a Final Inspection Rating of 100.00% and Inspection Risk Rating of 0.00%.

### **Financial Implications:**

There are no financial implications to this report.

### **Communications & Strategic Plan Impact:**

**Priority:** Operational Excellence

**Goal:** Goal 12: Ensure diligent maintenance and long-term sustainability of Township assets and infrastructure

### **Concluding Comments:**

Staff recommends that Council receive Staff Report PW 2024-018 for information.

Respectfully Submitted,

**Dept. Head:** Original Signed By

Jim Ellis, Public Works Manager

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

**Attachments:**

Attachement # 1 – MECP 2023 - 2024 Dundalk Drinking Water Inspection Report



DUNDALK DRINKING WATER SYSTEM

Physical Address: 75 DUNDALK ST, ,  
SOUTHGATE, ON N0C 1B0

## INSPECTION REPORT

System Number: 220001753  
Entity: THE CORPORATION OF THE  
TOWNSHIP OF SOUTHGATE  
Inspection Start Date: February 29, 2024  
Site Inspection Date: February 29, 2024  
Inspection End Date: April 11, 2024  
Inspected By: Rhonda Shannon  
Badge #: 1237

  
(signature)



## **NON-COMPLIANCE**

This should not be construed as a confirmation of full compliance with all potential applicable legal requirements. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

## **RECOMMENDATIONS**

This should not be construed as a confirmation of full conformance with all potential applicable BMPs. These inspection findings are limited to the components and/or activities that were assessed, and the legislative framework(s) that were applied. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

If you have any questions related to this inspection, please contact the signed Provincial Officer.

## INSPECTION DETAILS

This section includes all questions that were assessed during the inspection.

**Ministry Program:** DRINKING WATER | **Regulated Activity:** DW Municipal Residential

Question ID	DWMR1001000	Question Type	Information
<b>Legislative Requirement(s):</b> Not Applicable			
<b>Question:</b> What was the scope of this inspection?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> <p>The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry drinking water policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment, and distribution components as well as management practices.</p> <p>This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O. Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.</p> <p>This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.</p> <p>A drinking water inspection was conducted on February 29, 2024 at the Dundalk drinking water facility, owned and operated by the Corporation of the Township of Southgate. The system is comprised of groundwater wells located at the intersection of Victoria Street and Industry Road (Well D#3), the intersection of Main Street and the arena entrance (Well #D4) and 250 Hagen Street South (Well #D5). There are approximately 1400 water meters connected to the system with an approximate population of 2,803 residents, according to the 2021 census data.</p> <p>This inspection covers the time period of September 20, 2022 to February 29, 2024 and includes a review of Ministry files, plant operating data and a detailed assessment of compliance with the terms and conditions of all MECP authorizing documents. The physical inspection included a tour of the three (3) facilities and was conducted with Cory Henry, Lead Hand TAPS and ES.</p>			

Question ID	DWMR1000000	Question Type	Information
<b>Legislative Requirement(s):</b> Not Applicable			
<b>Question:</b> Does this drinking water system provide primary disinfection?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> This drinking water system provides for both primary and secondary disinfection and distribution of water.  Primary disinfection for all three (3) wells is achieved through chlorination to meet a 2-log inactivation of viruses for this facility, as required in Schedule E of Licence #110-101, Issue No. 5. Well #D3 also provides UV disinfection for a multi-barrier approach to disinfection.			

Question ID	DWMR1007000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   1-2   (1);			
<b>Question:</b> Is the owner maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> The owner was maintaining the production well(s) in a manner sufficient to prevent entry into the well of surface water and other foreign materials.  All wells appeared secure at the time of this inspection.  A review of the raw water test results during this inspection period showed a minimal number of positive total coliforms events (from 1 cfu/100 mL to 2 cfu/100 mL) in Well #D3 and #D4. There were no instances of total coliforms detected in Well #D5 nor of E. coli detection in any of the three (3) wells. This indicates that there is no current threat to the source water.			

Question ID	DWMR1009000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			
<b>Question:</b> Are measures in place to protect the groundwater and/or GUDI source in accordance with any MDWL and DWWP issued under Part V of the SDWA?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Measures were in place to protect the groundwater and/or GUDI source in accordance with the Municipal Drinking Water Licence and Drinking Water Works Permit issued under Part V of the SDWA.  Continued physical well inspections and ongoing preventative maintenance is recommended			

to ensure integrity of the drinking water source.

Question ID	DWMR1014000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			
<b>Question:</b> Is there sufficient monitoring of flow as required by the MDWL or DWWP issued under Part V of the SDWA?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> There was sufficient monitoring of flow as required by the Municipal Drinking Water Licence or Drinking Water Works Permit issued under Part V of the SDWA.			

Question ID	DWMR1016000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			
<b>Question:</b> Is the owner in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the MDWL issued under Part V of the SDWA?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> The owner was in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the Municipal Drinking Water Licence issued under Part V of the SDWA.  The rated capacity for this system is 1,181 m <sup>3</sup> /day for Well #D3, 1,637 m <sup>3</sup> /day for Well #D4 and 1,961 m <sup>3</sup> /day for Well #D5, as authorized under the DWS Licence No. 110-101, Issue 5.  There were no flow exceedances nor flow monitoring anomalies found in the data reviewed. The maximum flow rates occurred as follows: <ul style="list-style-type: none"> <li>• Well #D3 - in February 2023 with 475 cubic metres of water used, which represents approximately 40% of the rated capacity allowed in the Licence.</li> <li>• Well #D4 - in September 2023 when filling the new water tower, with 999 cubic metres of water used, which represents approximately 61% of the rated capacity allowed in the Licence.</li> <li>• Well #D5 - in August 2023 with 860 cubic metres of water used, which represents approximately 44% of the rated capacity allowed in the Licence.</li> </ul>			

Question ID	DWMR1018000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			

**Question:**

Has the owner ensured that all equipment is installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit?

**Compliance Response(s)/Corrective Action(s)/Observation(s):**

The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.

Question ID	DWMR1114000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			
<b>Question:</b> Does the owner have evidence that, when required, all legal owners associated with the DWS were notified of the requirements of the Licence & Permit?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> The owner had evidence that required notifications to all legal owners associated with the Drinking Water System had been made during the inspection period.  The municipality is reported to take responsibility of the commissioning of any new watermains.			

Question ID	DWMR1025000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			
<b>Question:</b> Were all parts of the drinking water system that came in contact with drinking water (added, modified, replaced or extended) disinfected in accordance with a procedure listed in Schedule B of the Drinking Water Works Permit?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> All parts of the drinking water system were disinfected in accordance with a procedure listed in Schedule B of the Drinking Water Works Permit.			

Question ID	DWMR1023000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   1-2   (2);			
<b>Question:</b> Do records indicate that the treatment equipment was operated in a manner that achieved the design capabilities required under Ontario Regulation 170/03 or a DWWP and/or MDWL issued under Part V of the SDWA at all times that water was being supplied to consumers?			

**Compliance Response(s)/Corrective Action(s)/Observation(s):**

Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities required under O. Reg. 170/03 or a Drinking Water Works Permit and/or Municipal Drinking Water Licence issued under Part V of the SDWA at all times that water was being supplied to consumers.

As stated, primary disinfection is achieved through chlorination at all three (3) wells. The minimum log removal and inactivation outlined in Schedule E of Licence #110-101, Issue No. 5 for all wells is a 2-log removal of viruses. UV is also used at Well #3 as part of a multi-barrier disinfection approach and a dosage of 40 mJ/cm<sup>2</sup> is required at all times. The UV however, does not apply to the required inactivation credits.

Based on the records reviewed, this facility met current primary treatment requirements at all times during this inspection period.

Question ID	DWMR1026000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   1-6   (1);			
<b>Question:</b> If primary disinfection equipment that does not use chlorination or chloramination is provided, is the equipment equipped with alarms or shut-off mechanisms that satisfy the standards described in Section 1-6 (1) of Schedule 1 of Ontario Regulation 170/03?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> The primary disinfection equipment was equipped with alarms or shut-off mechanisms that satisfied the standards described in Section 1-6 (1) of Schedule 1 of O. Reg. 170/03.  Primary disinfection is augmented with UV treatment. The UV major alarm set point at Well #D3 is 70 mJ/cm <sup>2</sup> ; below this there is a reported automatic shut-off of water being directed to the distribution system.			

Question ID	DWMR1024000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   1-2   (2);			
<b>Question:</b> Do records confirm that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated as required?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined.			

Question ID	DWMR1033000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   7-2   (3); SDWA   O. Reg. 170/03   7-2   (4);			
<b>Question:</b> Is the secondary disinfectant residual measured as required for the large municipal residential distribution system?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> The secondary disinfectant residual was measured as required for the large municipal residential distribution system.			

Question ID	DWMR1030000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   7-2   (1); SDWA   O. Reg. 170/03   7-2   (2);			
<b>Question:</b> Is primary disinfection chlorine monitoring being conducted at a location approved by MDWL and/or DWWP issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Primary disinfection chlorine monitoring was conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved.			

Question ID	DWMR1035000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   6-5   (1)1-4; SDWA   O. Reg. 170/03   6-5   (1)5-10;			
<b>Question:</b> Are operators examining continuous monitoring test results and are they examining the results within 72 hours of the test?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.  Continuous monitoring trends for both flows, chlorine and UV dosages continue to be reviewed and recorded daily. SCADA trending is also reviewed daily and anomalies identified.			



Question ID	DWMR1038000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   6-5   (1)1-4;			
<b>Question:</b> Is continuous monitoring equipment that is being utilized to fulfill O. Reg. 170/03 requirements performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format.			

Question ID	DWMR1037000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   6-5   (1)1-4; SDWA   O. Reg. 170/03   6-5   (1)5-10; SDWA   O. Reg. 170/03   6-5   (1.1);			
<b>Question:</b> Are all continuous monitoring equipment utilized for sampling and testing required by O. Reg. 170/03, or MDWL or DWWP or order, equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> All continuous monitoring equipment utilized for sampling and testing required by O. Reg. 170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, were equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6.  The online chlorine analyzers at all three (3) wells have a low-level alarm set point of 0.35 mg/L. At 0.25 mg/L it is reported that there is an automatic shut-off of water being directed to the distribution system.			

Question ID	DWMR1040000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   6-5   (1)1-4; SDWA   O. Reg. 170/03   6-5   (1)5-10;			
<b>Question:</b> Are all continuous analysers calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> All continuous analysers were calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation.			

Verification of the online chlorine analyzer continues to be completed daily with a hand-held Hach colorimeter. Tolerance ranges of greater than 5% for chlorine were found to be re-calibrated.

Question ID	DWMR1108000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   6-5   (1)1-4; SDWA   O. Reg. 170/03   6-5   (1)5-10; SDWA   O. Reg. 170/03   6-5   (1.1);			
<b>Question:</b> Where continuous monitoring equipment used for the monitoring of free chlorine residual, total chlorine residual, combined chlorine residual or turbidity, required by O. Reg. 170/03, an Order, MDWL, or DWWP issued under Part V, SDWA, has triggered an alarm or an automatic shut-off, did a qualified person respond in a timely manner and take appropriate actions?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Where required continuous monitoring equipment used for the monitoring of chlorine residual and/or turbidity triggered an alarm or an automatic shut-off, a qualified person responded in a timely manner and took appropriate actions.  A review of logbook entries for this inspection time period indicates that appropriate actions and timelines were followed.			

Question ID	DWMR1039000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   1-6   (3);			
<b>Question:</b> If primary disinfection equipment that does not use chlorination or chloramination is provided, has the owner and operating authority ensured that the equipment has a recording device that continuously records the performance of the disinfection equipment?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> The owner and operating authority ensured that the primary disinfection equipment had a recording device that continuously recorded the performance of the disinfection equipment.  UV transmittance, UV dosage and lamp status are continually recorded.			

Question ID	DWMR1109000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   1-6   (1);			
<b>Question:</b> If the system uses equipment for primary disinfection other than chlorination or chloramination and the equipment has malfunctioned, lost power or ceased to provide the appropriate level of disinfection, causing an alarm or an automatic shut-off, did a qualified person respond in a			

timely manner and take appropriate actions?

**Compliance Response(s)/Corrective Action(s)/Observation(s):**

When failure(s) of primary disinfection equipment, other than that used for chlorination or chloramination, caused an alarm to sound or an automatic shut-off to occur, a certified operator responded in a timely manner and took appropriate actions.

A review of logbook entries for this inspection time period indicates that appropriate actions and timelines were followed.

Question ID	DWMR1042000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			
<b>Question:</b> If UV disinfection is used were duty sensors and reference UV sensors checked and calibrated as per the requirements of Schedule E of the MDWL or at a frequency as otherwise recommended by the UV equipment manufacturer?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> All UV sensors were checked and calibrated as required.  UV reference sensor checks were found to occur monthly; the reference sensor assembly was calibrated in March 2023.			

Question ID	DWMR1099000	Question Type	Information
<b>Legislative Requirement(s):</b> Not Applicable			
<b>Question:</b> Do records show that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O. Reg. 169/03)?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Records did not show that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O. Reg. 169/03).  Increased sodium and fluoride sampling is done at this facility. Sodium samples from Well #D3 exceeded the ODWQS of 20 mg/L on March 7, 2023 (28.9 mg/L) and July 4, 2023 (28.1 mg/L). Well #D4 also had a sodium result of 26.6 mg/L on March 7, 2023. Fluoride samples from Well #5 exceeded the ODWQS of 1.5 mg/L on April 4, 2023 (1.7 mg/L) and October 10, 2023 (2.1 mg/L).  Residents were notified of these exceedances with information provided from the Health Unit.			

Question ID	DWMR1081000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   10-2   (1); SDWA   O. Reg. 170/03   10-2   (2); SDWA   O. Reg. 170/03   10-2   (3);			
<b>Question:</b> For LMR systems, are all microbiological water quality monitoring requirements for distribution samples being met?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> All microbiological water quality monitoring requirements prescribed by legislation for distribution samples in a large municipal residential system were being met.  Based on the population (2021 Census data = 2,803 total), 10 distribution samples are required monthly to meet the requirements outlined in O.Reg. 170/03. A minimum of 16 samples are currently being taken monthly and analyzed for the required total coliforms and E.coli. All samples were also analyzed for heterotrophic plate count.			

Question ID	DWMR1083000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   10-3;			
<b>Question:</b> For LMR systems, are all microbiological water quality monitoring requirements for treated samples being met?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> All microbiological water quality monitoring requirements prescribed by legislation for treated samples were being met.			

Question ID	DWMR1096000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   6-3   (1);			
<b>Question:</b> Do records confirm that chlorine residual tests are being conducted at the same time and at the same location that microbiological samples are obtained?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.			

Question ID	DWMR1084000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   13-2;			
<b>Question:</b> Are all inorganic water quality monitoring requirements prescribed by legislation conducted within the required frequency?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> All inorganic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.  The most current sample events for Well #D3, #D4 and #D5 occurred on March 1, 2021. All sample results were within the prescribed limits.  The Operating Authority is reminded that inorganic sampling for parameters of Schedule 23, O.Reg. 170 is required every thirty-six (36) months.			

Question ID	DWMR1085000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   13-4   (1); SDWA   O. Reg. 170/03   13-4   (2); SDWA   O. Reg. 170/03   13-4   (3);			
<b>Question:</b> Are all organic water quality monitoring requirements prescribed by legislation conducted within the required frequency?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> All organic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.  The most current sample events for Well #D3, #D4 and #D5 occurred on March 1, 2021. All sample results were within the prescribed limits.  The Operating Authority is reminded that organic sampling for parameters of Schedule 24, O. Reg. 170 is required every thirty-six (36) months.			

Question ID	DWMR1086000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   13-6.1   (1); SDWA   O. Reg. 170/03   13-6.1   (2); SDWA   O. Reg. 170/03   13-6.1   (3); SDWA   O. Reg. 170/03   13-6.1   (4); SDWA   O. Reg. 170/03   13-6.1   (5); SDWA   O. Reg. 170/03   13-6.1   (6);			
<b>Question:</b> Are all haloacetic acid water quality monitoring requirements prescribed by legislation conducted within the required frequency and at the required location?			

**Compliance Response(s)/Corrective Action(s)/Observation(s):**

All haloacetic acid water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.

Haloacetic acid (HAA) monitoring is being conducted in conjunction with THM sampling; the following were the sample dates within this time period reviewed.

- October 4, 2022 (5.3 and 5.3 ug/L)
- January 3, 2023 (5.3 and 5.3 ug/L), April 4, 2023 (5.3 and 5.3 ug/L), July 4, 2023 (5.3 and 5.3 ug/L) and October 10, 2023 (5.3 and 5.3 ug/L)
- January 2, 2024 (5.5 and 5.4 ug/L)

The Ontario Drinking Water Quality Standard (ODWQS) for haloacetic acids is expressed as a running average of quarterly results. The current rolling average is 5.34 ug/L, which is just above the method detection limit of 5.3 ug/L and well below the ODWQS of 80 ug/L.

Question ID	DWMR1087000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   13-6   (1); SDWA   O. Reg. 170/03   13-6   (2); SDWA   O. Reg. 170/03   13-6   (3); SDWA   O. Reg. 170/03   13-6   (4); SDWA   O. Reg. 170/03   13-6   (5); SDWA   O. Reg. 170/03   13-6   (6);			
<b>Question:</b> Have all trihalomethane water quality monitoring requirements prescribed by legislation been conducted within the required frequency and at the required location?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.  Trihalomethanes were sampled on the following dates within the time period reviewed: <ul style="list-style-type: none"> <li>- October 4, 2022 (15 and 22 ug/L)</li> <li>- January 3, 2023 (13 and 20 ug/L), April 4, 2023 (6 and 11 ug/L), July 4, 2023 (16 and 34 ug/L) and October 10, 2023 (15 and 16 ug/L)</li> <li>- January 2, 2024 (18 and 7 ug/L).</li> </ul> The current rolling average is 15.38 ug/L, which is well below the ODWQS of 100 ug/L. All samples continue to be collected from a number of different locations in the distribution system which are likely to have an elevated potential for THM formation.			

Question ID	DWMR1088000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   13-7;			
<b>Question:</b> Are all nitrate/nitrite water quality monitoring requirements prescribed by legislation conducted			

within the required frequency for the DWS?

**Compliance Response(s)/Corrective Action(s)/Observation(s):**

All nitrate/nitrite water quality monitoring requirements prescribed by legislation were conducted within the required frequency.

Nitrate and nitrite samples were found to be taken every three (3) months from each well. The sample dates were as follows:

- October 4, 2022
- January 3, 2023, April 4, 2023, July 4, 2023 and October 10, 2023
- January 2, 2024

Question ID	DWMR1089000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   13-8;			
<b>Question:</b> Are all sodium water quality monitoring requirements prescribed by legislation conducted within the required frequency?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> All sodium water quality monitoring requirements prescribed by legislation were conducted within the required frequency.  The most current regulatory sodium sample date was on March 7, 2023 with results of 28.9 mg/L (Well #D3), 26.6 mg/L (Well #D4) and 13.2 mg/L (Well #D5); the O.Reg. 170/03 reporting limit is 20.0 mg/L.  Well #D3 and #D4 results were reported under AWQI #161472 and all HU directions and timelines were followed.  Sodium sampling is required every sixty (60) months, as is reporting for any exceedances resulting from this sampling. The Operating Authority is reminded that O. Reg. 170/03 corrective actions for a sodium exceedance requires re-sampling at the time that initial sample results are received.			

Question ID	DWMR1090000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   13-9;			
<b>Question:</b> Where fluoridation is not practiced, are all fluoride water quality monitoring requirements prescribed by legislation conducted within the required frequency?			

**Compliance Response(s)/Corrective Action(s)/Observation(s):**

All fluoride water quality monitoring requirements prescribed by legislation were conducted within the required frequency.

The most current regulatory fluoride sample date was on March 8, 2022 for Well #D3 and #D4 with results of 0.4 mg/L and 0.5 mg/L respectively, well within the ODWQS of 1.5 mg/L.

Well #D5 was last sampled for regulatory purposes on January 20, 2020 and January 23, 2020 with results of 2.0 mg/L and 2.5 ml/L. This was reported as an AWQI at the time results were received.

The Operating Authority is reminded that fluoride sampling is required every sixty (60) months.

Question ID	DWMR1094000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			
<b>Question:</b> Are all water quality monitoring requirements imposed by the MDWL and DWWP being met?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> All water quality monitoring requirements imposed by the MDWL or DWWP issued under Part V of the SDWA were being met.  Both radionuclides and sodium are required to be tested annually from Well #D3 and sodium annually from Well #D4. During this inspection period radionuclides were tested on March 7, 2023. Sodium is currently being tested twice per year and was sampled on March 7, 2023 and July 4, 2023.  Radionuclides continue to be well under the ODWQS while sodium continues to be greater than the O.Reg. 170/03 reporting limit of 20 mg/L. Sodium has been found to be naturally occurring in the source water and communication from the Public Health Unit is provided to residents on an ongoing basis.			

Question ID	DWMR1101000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   17-1; SDWA   O. Reg. 170/03   17-10   (1); SDWA   O. Reg. 170/03   17-11; SDWA   O. Reg. 170/03   17-12; SDWA   O. Reg. 170/03   17-13; SDWA   O. Reg. 170/03   17-14; SDWA   O. Reg. 170/03   17-2; SDWA   O. Reg. 170/03   17-3; SDWA   O. Reg. 170/03   17-4; SDWA   O. Reg. 170/03   17-5; SDWA   O. Reg. 170/03   17-6; SDWA   O. Reg. 170/03   17-9;			
<b>Question:</b> For LMR Systems, have corrective actions (as per Schedule 17 of O. Reg. 170/03) been taken to address adverse conditions, including any other steps as directed by the Medical Officer of Health?			



**Compliance Response(s)/Corrective Action(s)/Observation(s):**

Corrective actions (as per Schedule 17), including any other steps that were directed by the Medical Officer of Health, had been taken to address adverse conditions.

All directions outlined by the Health Unit were taken at the time of the sodium exceedances. The Operating Authority, however, is reminded that O. Reg. 170/03 corrective actions for a sodium exceedance requires re-sampling at the time that initial sample results are received.

Question ID	DWMR1104000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   16-6   (1); SDWA   O. Reg. 170/03   16-6   (2); SDWA   O. Reg. 170/03   16-6   (3); SDWA   O. Reg. 170/03   16-6   (3.1); SDWA   O. Reg. 170/03   16-6   (3.2); SDWA   O. Reg. 170/03   16-6   (4); SDWA   O. Reg. 170/03   16-6   (5); SDWA   O. Reg. 170/03   16-6   (6);			
<b>Question:</b> Were all required verbal notifications of adverse water quality incidents immediately provided as per O. Reg. 170/03 16-6?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> All required notifications of adverse water quality incidents were immediately provided as per O. Reg. 170/03 16-6.			

Question ID	DWMR1060000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   31   (1);			
<b>Question:</b> Do the operations and maintenance manuals meet the requirements of the DWWP and MDWL issued under Part V of the SDWA?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.			

Question ID	DWMR1062000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   7-5;			
<b>Question:</b> Do records or other record keeping mechanisms confirm that operational testing not performed by continuous monitoring equipment is being done by a certified operator, water quality analyst, or person who meets the requirements of O. Reg. 170/03 7-5?			

**Compliance Response(s)/Corrective Action(s)/Observation(s):**

Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.

The logbooks show that only certified Operators conducted operational testing at this facility during the time period reviewed.

Question ID	DWMR1071000	Question Type	BMP
<b>Legislative Requirement(s):</b> Not Applicable			
<b>Question:</b> Has the owner provided security measures to protect components of the drinking water system?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> The owner had provided security measures to protect components of the drinking water system.  Well pumphouses are all well signed, brick buildings with perimeter fencing, locked gates and intruder alarms. All reservoir hatches and ladders were also found to be locked. As well, security inspections are done on a regular basis.			

Question ID	DWMR1073000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 128/04   23   (1);			
<b>Question:</b> Has the overall responsible operator been designated for all subsystems which comprise the drinking water system?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> The overall responsible operator had been designated for each subsystem.  It is recommended that the backup ORO be officially designated.			

Question ID	DWMR1074000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 128/04   25   (1);			
<b>Question:</b> Have operators-in-charge been designated for all subsystems which comprise the drinking water system?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Operators-in-charge had been designated for all subsystems which comprise the drinking water system.			

The OIC is reported to be the on-call operator. It is recommended that operators either note the OIC daily in a logbook or include a schedule to denote who the OIC is for each respective time period.

Question ID	DWMR1075000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 128/04   22;			
<b>Question:</b> Do all operators possess the required certification?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> All operators possessed the required certification.  The Operating Authority is reminded that a couple of licences expire in late 2024.			

Question ID	DWMR1076000	Question Type	Legislative
<b>Legislative Requirement(s):</b> SDWA   O. Reg. 170/03   1-2   (2);			
<b>Question:</b> Do only certified operators make adjustments to the treatment equipment?			
<b>Compliance Response(s)/Corrective Action(s)/Observation(s):</b> Only certified operators made adjustments to the treatment equipment.			



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**APPENDIX A**

**STAKEHOLDERS**

# Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Ministry if you need assistance or have questions at 1-866-793-2588 or [waterforms@ontario.ca](mailto:waterforms@ontario.ca).

For more information on Ontario's drinking water visit [www.ontario.ca/drinkingwater](http://www.ontario.ca/drinkingwater)



PUBLICATION TITLE	PUBLICATION NUMBER
<b>FORMS:</b> Drinking Water System Profile Information Laboratory Services Notification Adverse Test Result Notification	012-2149E 012-2148E 012-4444E
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	Website
Procedure for Disinfection of Drinking Water in Ontario	Website
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	Website
Filtration Processes Technical Bulletin	Website
Ultraviolet Disinfection Technical Bulletin	Website
Guide for Applying for Drinking Water Works Permit Amendments, & License Amendments	Website
Certification Guide for Operators and Water Quality Analysts	Website
Guide to Drinking Water Operator Training Requirements	9802E
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	Website
Drinking Water System Contact List	7128E01
Ontario's Drinking Water Quality Management Standard - Pocket Guide	Website
Watermain Disinfection Procedure	Website
List of Licensed Laboratories	Website

# Principaux guides et documents de référence sur les réseaux résidentiels municipaux d'eau potable

De nombreux documents utiles peuvent vous aider à exploiter votre réseau d'eau potable. Vous trouverez ci-après une liste de documents que les propriétaires et exploitants de réseaux résidentiels municipaux d'eau potable utilisent fréquemment. Pour accéder à ces documents en ligne, cliquez sur leur titre dans le tableau ci-dessous ou faites une recherche à l'aide de votre navigateur Web. Communiquez avec le ministère au 1-866-793-2588, ou encore à [waterforms@ontario.ca](mailto:waterforms@ontario.ca) si vous avez des questions ou besoin d'aide.



Pour plus de renseignements sur l'eau potable en Ontario, consultez le site [www.ontario.ca/eaupotable](http://www.ontario.ca/eaupotable)

TITRE DE LA PUBLICATION	NUMÉRO DE PUBLICATION
Renseignements sur le profil du réseau d'eau potable	012-2149F
Avis de demande de services de laboratoire	012-2148F
Avis de résultats d'analyse insatisfaisants et de règlement des problèmes	012-4444F
Prendre soin de votre eau potable - Un guide destiné aux membres des conseils municipaux	Site Web
Marche à suivre pour désinfecter l'eau potable en Ontario	Site Web
Stratégies pour minimiser les trihalométhanes et les acides haloacétiques de sous-produits de désinfection	Site Web
Filtration Processes Technical Bulletin (en anglais seulement)	Site Web
Ultraviolet Disinfection Technical Bulletin (en anglais seulement)	Site Web
Guide de présentation d'une demande de modification du permis d'aménagement de station de production d'eau potable	Site Web
Guide sur l'accréditation des exploitants de réseaux d'eau potable et des analystes de la qualité de l'eau de réseaux d'eau potable	Site Web
Guide sur les exigences relatives à la formation des exploitants de réseaux d'eau potable	9802F
Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l'exemption	Site Web
Liste des personnes-ressources du réseau d'eau potable	Site Web
L'eau potable en Ontario - Norme de gestion de la qualité - Guide de poche	Site Web
Procédure de désinfection des conduites principales	Site Web
Laboratoires autorisés	Site Web



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**APPENDIX B**

**INSPECTION SUMMARY RATING RECORD**

Ministry of the Environment, Conservation and Parks - Inspection Summary Rating Record (Reporting Year - 2023-24)

**DWS Name:** DUNDALK DRINKING WATER SYSTEM  
**DWS Number:** 220001753  
**DWS Owner:** THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE  
**Municipal Location:** SOUTHGATE

**Regulation:** O.REG. 170/03  
**DWS Category:** DW Municipal Residential  
**Type of Inspection:** Focused  
**Inspection Date:** Feb-29-2024  
**Ministry Office:** Owen Sound District Office

**Maximum Risk Rating:** 545

Inspection Module	Non Compliance Risk (X out of Y)
Capacity Assessment	0/30
Certification and Training	0/42
Logbooks	0/14
Operations Manuals	0/14
Reporting & Corrective Actions	0/91
Source	0/14
Treatment Processes	0/228
Water Quality Monitoring	0/112
<b>Overall - Calculated</b>	<b>0/545</b>

**Inspection Risk Rating:** 0.00%

**Final Inspection Rating:** 100.00%



**DWS Name:** DUNDALK DRINKING WATER SYSTEM  
**DWS Number:** 220001753  
**DWS Owner Name:** THE CORPORATION OF THE TOWNSHIP OF SOUTHGATE  
**Municipal Location:** SOUTHGATE

**Regulation:** O.REG. 170/03  
**DWS Category:** DW Municipal Residential  
**Type of Inspection:** Focused  
**Inspection Date:** Feb-29-2024  
**Ministry Office:** Owen Sound District Office

*All legislative requirements were met. No detailed rating scores.*

Maximum Question Rating: 545

Inspection Risk Rating: 0.00%

FINAL INSPECTION RATING: 100.00%

# APPLICATION OF THE RISK METHODOLOGY USED FOR MEASURING MUNICIPAL RESIDENTIAL DRINKING WATER SYSTEM INSPECTION RESULTS



The Ministry of the Environment (MOE) has a rigorous and comprehensive inspection program for municipal residential drinking water systems (MRDWS). Its objective is to determine the compliance of MRDWS with requirements under the Safe Drinking Water Act and associated regulations. It is the responsibility of the municipal residential drinking water system owner to ensure their drinking water systems are in compliance with all applicable legal requirements.

This document describes the risk rating methodology, which has been applied to the findings of the Ministry's MRDWS inspection

results since fiscal year 2008-09. The primary goals of this assessment are to encourage ongoing improvement of these systems and to establish a way to measure this progress.

MOE reviews the risk rating methodology every three years.

The Ministry's Municipal Residential Drinking Water Inspection Protocol contains 15 inspection modules consisting of approximately 100 regulatory questions. Those protocol questions are also linked to definitive guidance that ministry inspectors use when conducting MRDWS inspections.

[ontario.ca/drinkingwater](http://ontario.ca/drinkingwater)

The questions address a wide range of regulatory issues, from administrative procedures to drinking water quality monitoring. The inspection protocol also contains a number of non-regulatory questions.

A team of drinking water specialists in the ministry assessed each of the inspection protocol regulatory questions to determine the risk (not complying with the regulation) to the delivery of safe drinking water. This assessment was based on established provincial risk assessment principles, with each question receiving a risk rating referred to as the Question Risk Rating. Based on the number of areas where a system is deemed to be non-compliant during the inspection, and the significance of these areas to administrative, environmental, and health consequences, a risk-based inspection rating is calculated by the ministry for each drinking water system.

It is important to be aware that an inspection rating less than 100 per cent does not mean the drinking water from the system is unsafe. It shows areas where a system’s operation can improve. The ministry works with owners and operators of systems to make sure they know what they need to do to achieve full compliance.

The inspection rating reflects the inspection results of the specific drinking water system for the reporting year. Since the methodology is applied consistently over a period of years, it serves as a comparative measure both provincially and in relation to the individual system. Both the drinking water system and the public are able to track the performance over time, which encourages continuous improvement and allows systems to identify specific areas requiring attention.

The ministry’s annual inspection program is an important aspect of our drinking water safety net. The ministry and its partners share a common commitment to excellence and we continue to work toward the goal of 100 per cent regulatory compliance.

## Determining Potential to Compromise the Delivery of Safe Water

The risk management approach used for MRDWS is aligned with the Government of Ontario’s Risk Management Framework. Risk management is a systematic approach to identifying potential hazards, understanding the likelihood and consequences of the hazards, and taking steps to reduce their risk if necessary and as appropriate.

The Risk Management Framework provides a formula to be used in the determination of risk:

**RISK = LIKELIHOOD × CONSEQUENCE**  
(of the consequence)

Every regulatory question in the inspection protocol possesses a likelihood value (L) for an assigned consequence value (C) as described in **Table 1** and **Table 2**.

TABLE 1:	
Likelihood of Consequence Occurring	Likelihood Value
0% - 0.99% (Possible but Highly Unlikely)	L = 0
1 – 10% (Unlikely)	L = 1
11 – 49% (Possible)	L = 2
50 – 89% (Likely)	L = 3
90 – 100% (Almost Certain)	L = 4

TABLE 2:	
Consequence	Consequence Value
Medium Administrative Consequence	C = 1
Major Administrative Consequence	C = 2
Minor Environmental Consequence	C = 3
Minor Health Consequence	C = 4
Medium Environmental Consequence	C = 5
Major Environmental Consequence	C = 6
Medium Health Consequence	C = 7
Major Health Consequence	C = 8

The consequence values (0 through 8) are selected to align with other risk-based programs and projects currently under development or in use within the ministry as outlined in **Table 2**.

The Question Risk Rating for each regulatory inspection question is derived from an evaluation of every identified consequence and its corresponding likelihood of occurrence:

- All levels of consequence are evaluated for their potential to occur
- Greatest of all the combinations is selected.

The Question Risk Rating quantifies the risk of non-compliance of each question relative to the others. Questions with higher values are those with a potentially more significant impact on drinking water safety and a higher likelihood of occurrence. The highest possible value would be 32 (4×8) and the lowest would be 0 (0×1).

**Table 3** presents a sample question showing the risk rating determination process.

TABLE 3:							
Does the Operator in Charge ensure that the equipment and processes are monitored, inspected and evaluated?							
Risk = Likelihood × Consequence							
C=1	C=2	C=3	C=4	C=5	C=6	C=7	C=8
Medium Administrative Consequence	Major Administrative Consequence	Minor Environmental Consequence	Minor Health Consequence	Medium Environmental Consequence	Major Environmental Consequence	Medium Health Consequence	Major Health Consequence
L=4 (Almost Certain)	L=1 (Unlikely)	L=2 (Possible)	L=3 (Likely)	L=3 (Likely)	L=1 (Unlikely)	L=3 (Likely)	L=2 (Possible)
R=4	R=2	R=6	R=12	R=15	R=6	R=21	R=16

### Application of the Methodology to Inspection Results

Based on the results of a MRDWS inspection, an overall inspection risk rating is calculated. During an inspection, inspectors answer the questions related to regulatory compliance and input their “yes”, “no” or “not applicable” responses into the Ministry’s Laboratory and Waterworks Inspection System (LWIS) database. A “no” response indicates non-compliance. The maximum number of regulatory questions asked by an inspector varies by: system (i.e., distribution, stand-alone); type of inspection (i.e., focused, detailed); and source type (i.e., groundwater, surface water).

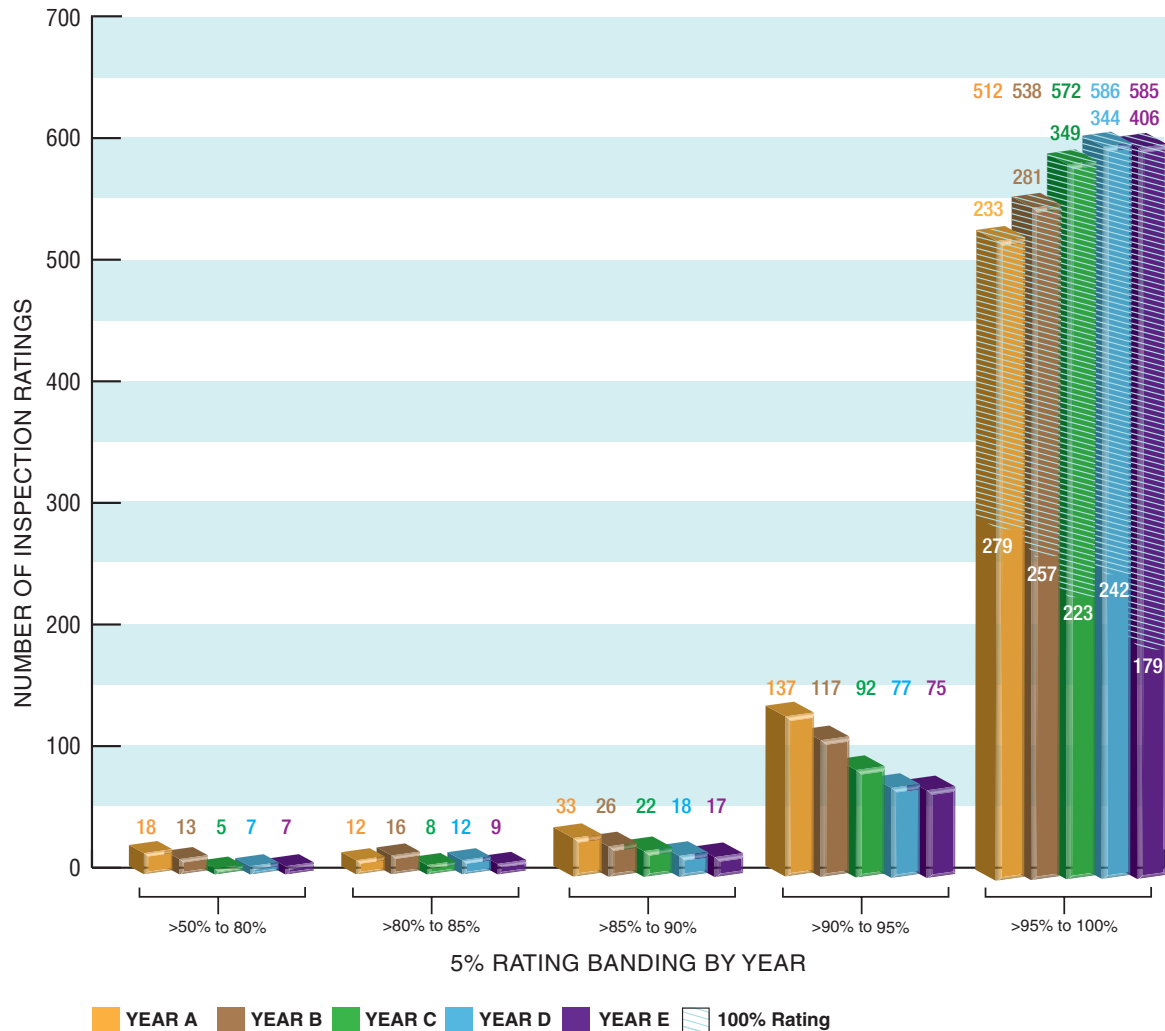
The risk ratings of all non-compliant answers are summed and divided by the sum of the risk ratings of all questions asked (maximum question rating). The resulting inspection risk rating (as a percentage) is subtracted from 100 per cent to arrive at the final inspection rating.

# Application of the Methodology for Public Reporting

The individual MRDWS Total Inspection Ratings are published with the ministry’s Chief Drinking Water Inspector’s Annual Report.

**Figure 1** presents the distribution of MRDWS ratings for a sample of annual inspections. Individual drinking water systems can compare against all the other inspected facilities over a period of inspection years.

Figure 1: Year Over Year Distribution of MRDWS Ratings



## Reporting Results to MRDWS Owners/Operators

A summary of inspection findings for each system is generated in the form of an Inspection Rating Record (IRR). The findings are grouped into the 15 possible modules of the inspection protocol,

which would provide the system owner/operator with information on the areas where they need to improve. The 15 modules are:

1. Source

2. Permit to Take Water

3. Capacity Assessment

4. Treatment Processes
5. Treatment Process Monitoring

6. Process Wastewater

7. Distribution System

8. Operations Manuals
9. Logbooks

10. Contingency and Emergency Planning

11. Consumer Relations

12. Certification and Training
13. Water Quality Monitoring

14. Reporting, Notification and Corrective Actions

15. Other Inspection Findings

For further information, please visit [www.ontario.ca/drinkingwater](http://www.ontario.ca/drinkingwater)



Monthly Statistics Report		
	Mar 2023	Mar 2024
New Patrons	28	24
Library Visits	1,354	1,261
Circulation	1,718	1,625
Phone Calls	115	111
Reference/Reader's Advisory	6	4
Programs	40	30
Program Participation	733	501
Social Media Reaches	9,854	10,744
Social Media Total Likes	594	564
E-material Circulation	404	536
E-resource Usage	16	27
ILL Circulation – Received	18	22
ILL Circulation – Requests	45	30
Computer/iPad Usage	198	180
Wi-Fi	36	109
Tech Help	12	31

## CEO Updates:

We had a wonderful March Break, with lots of kids using the library and attending programs for kids and teens. We love seeing the library so lively. We welcomed Lofty the Magician again this year for a magic show and dance party. Author Carolyn J. Morris shared her children's books and brought her baby chicks for the kids to interact with. Thank you to the Friends of the Library for sponsoring our March Break and making it possible to host such wonderful events this year. Check the library's Facebook for a recap of the whole week.



## Programs and Events:

- Baby and Toddler Story Time is growing and we have a large group of babies, toddlers and moms every week.
- The kids are enjoying Lego club and we love to see their creations.
- The tweens did so well on their paintings for the Tween Paint Night.
- In celebration of Ramadan patrons were able to pick up a take home kit. All kits were distributed.
- Teens signed up for the Cricut 101 Ramadan Decorations.
- Younger teens had an easter egg hunt, taking over the library.
- The teens watched The Boogeyman while enjoying snacks for the teen movie night.
- Teens started the Spring Reading Challenge that continues until the end of May.
- The adult Crafternooners made a bunny decoration for easter.
- Adults were able to learn Photography tips and tricks including photo editing.



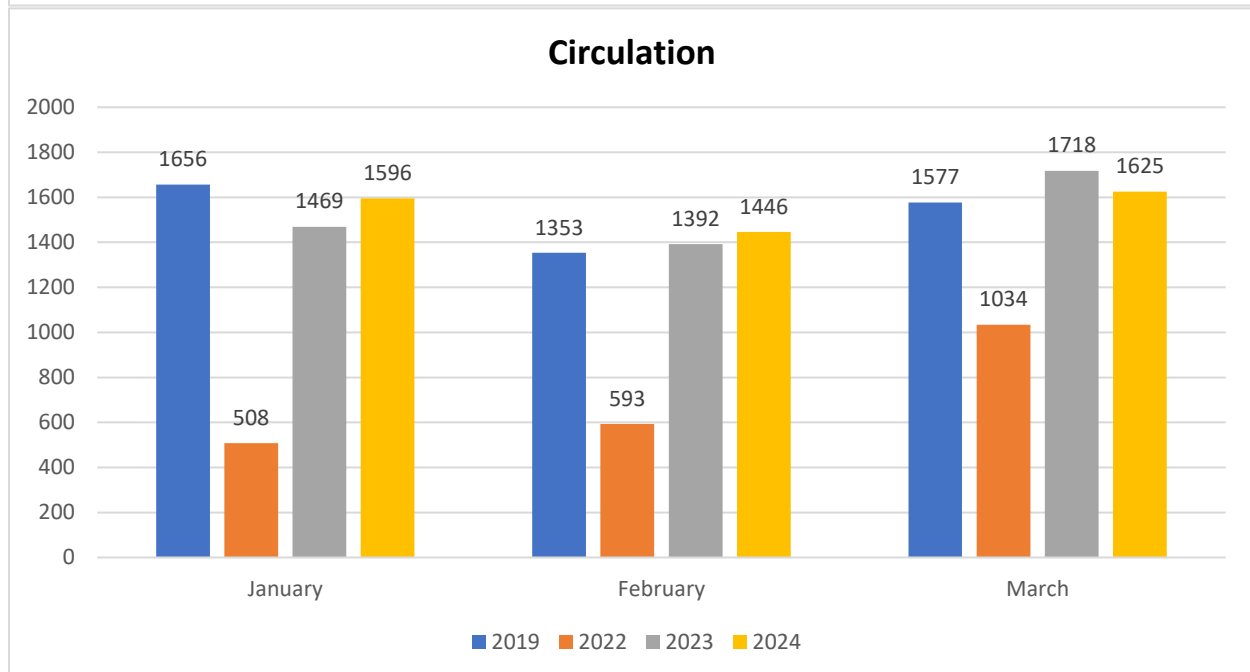
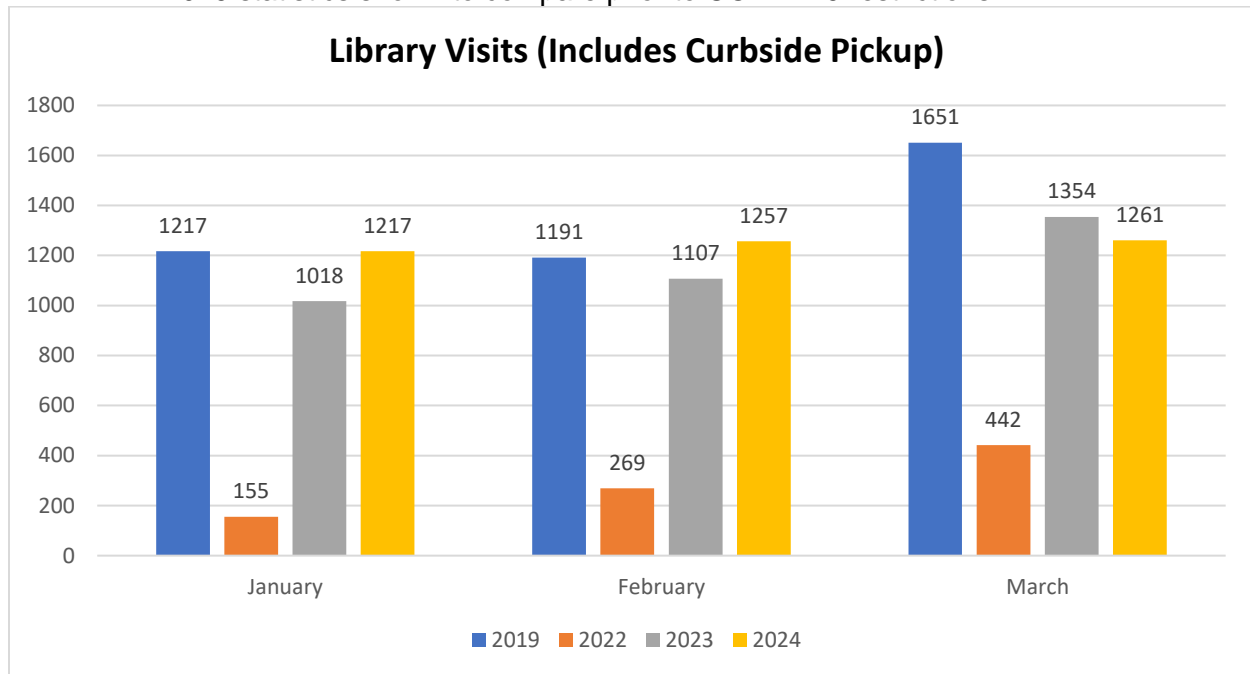
### March Break:

- The kids enjoyed our STEAM workshop with the library's Ozobots to learn basic coding and competing in a paperchain contest.
- The kids enjoyed a movie afternoon, with snacks, watching the Queen's Corgi.
- The teens came for a Video game and pizza afternoon.
- On the Friday the teens had a Nerf War.



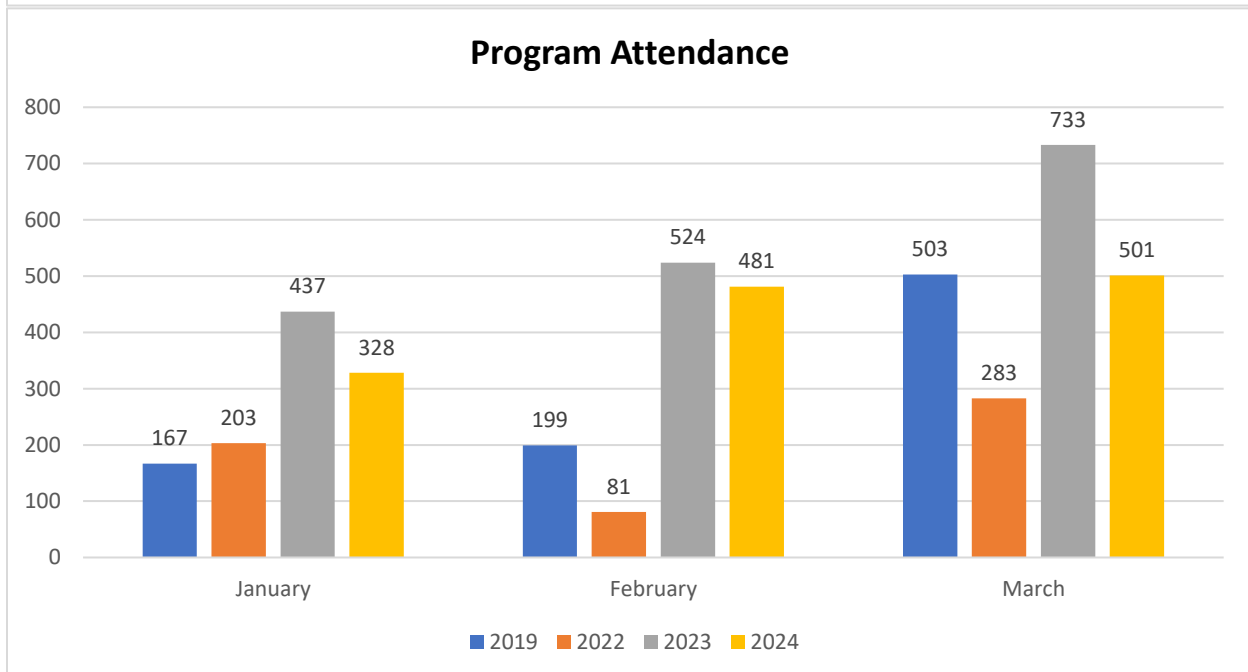
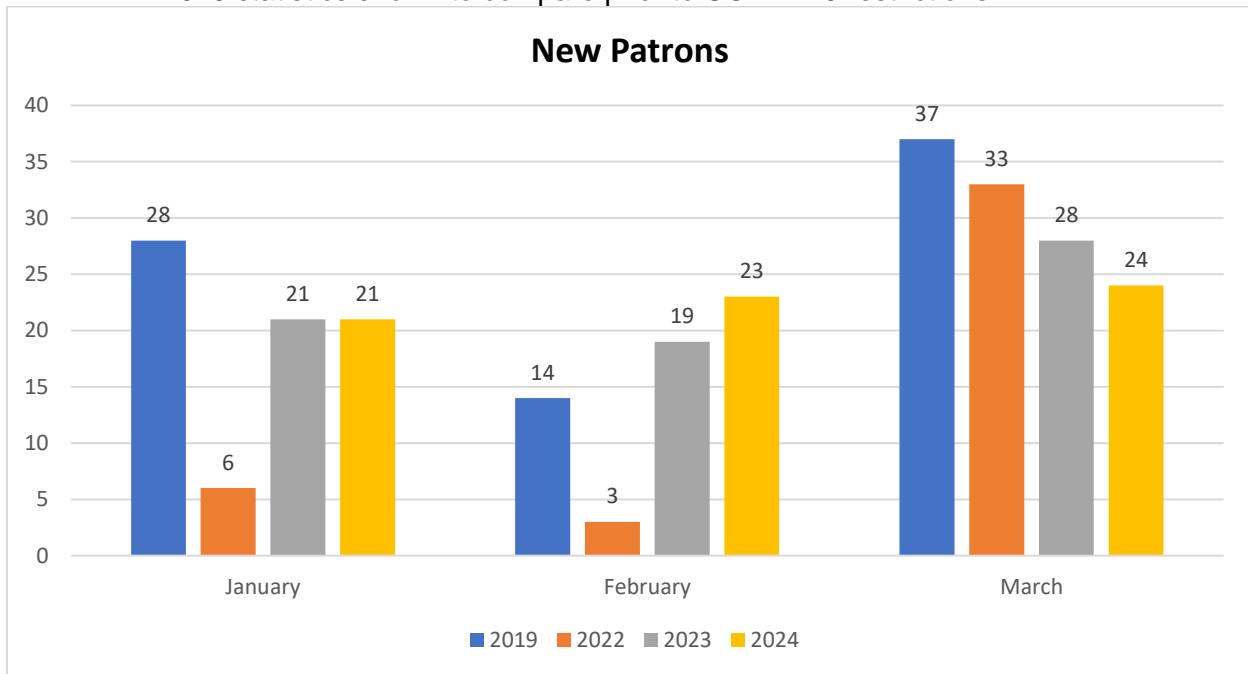
## Quarterly Statistics: Three Year Comparison January – March

\*2019 statistics shown to compare prior to COVID-19 restrictions



## Quarterly Statistics: Three Year Comparison January – March

\*2019 statistics shown to compare prior to COVID-19 restrictions

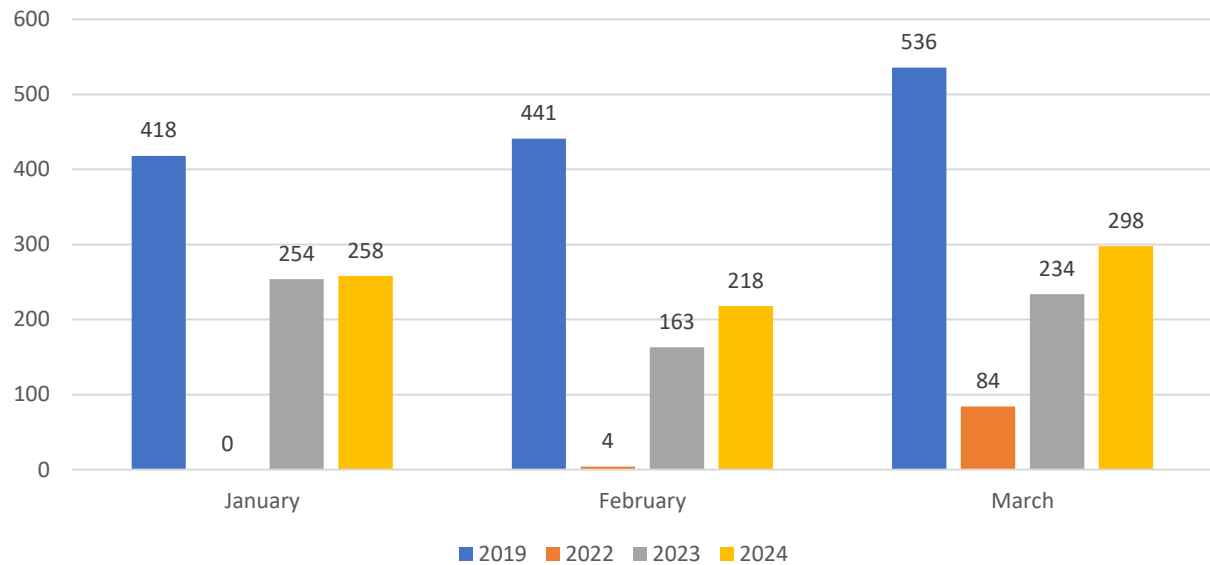




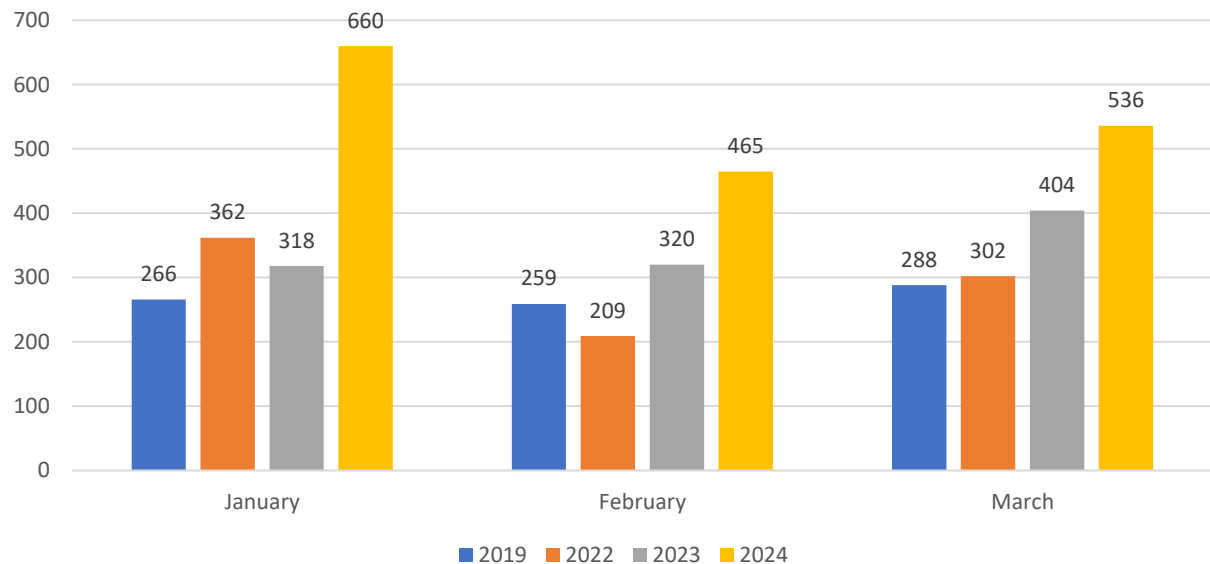
## Quarterly Statistics: Three Year Comparison January – March

\*2019 statistics shown to compare prior to COVID-19 restrictions

### Technology Stats - Computers, Wifi, and iPads



### E-Materials



April 24, 2024

To our Municipal clients:

Re: Assessment of Bill 185, *Cutting Red Tape to Build More Homes Act*, 2024 and the Proposed Provincial Planning Statement, 2024

On behalf of our many municipal clients, we are writing to inform you of the Ontario Legislature's proposed changes to the *Planning Act* under Bill 185 (*Cutting Red Tape to Build More Homes Act*) and the proposed Provincial Planning Statement, 2024 (PPS, 2024). The primary focus of this letter is to provide our assessment of the proposed PPS, 2024 and its potential impacts on growth management in Ontario. The proposed PPS, 2024 was released in coordination with Bill 185 on April 10, 2024, for a 30-day comment period. The comment period on the proposed PPS, 2024 ends on May 12, 2024 (the deadline was extended by two days after the release of the French version of the proposed PPS, 2024). The PPS is provided under section 3 of the *Planning Act* and if the proposed PPS, 2024 is approved, all municipal decisions would be required to be consistent with the PPS, 2024 under subsections 3 (5) and 3 (6) of the *Planning Act*.

## 1. Proposed Planning Act Changes

With respect to the proposed changes to the *Planning Act* under Bill 185, we have identified the following key impacts as they broadly relate to growth management in Ontario.

### **Upper-Tier Municipalities with No Planning Responsibilities to Come into Effect on July 1, 2024, for the Regional Municipalities of Halton, Peel, and York**

- The Province introduced the concepts of “upper-tier municipalities without planning responsibilities” and “upper-tier municipalities with planning responsibilities” to the *Planning Act* as part of Bill 23. “Upper-tier municipalities without planning responsibilities” includes a list of seven upper-tier municipalities comprising all the upper-tier municipalities in the Greater Toronto Area, as well as the County of Simcoe, the Region of Niagara, and the Region of Waterloo. Bill 185 builds upon this and amends the *Planning Act* to implement changes to certain upper-tier municipalities, “upper-tier municipalities without planning responsibilities.”
- Under Bill 185, the Region of Halton, the Region of Peel, and the Region of York will become “upper-tier municipalities without planning responsibilities” on July 1, 2024. The County of Simcoe, the Region of Durham, the Region of Niagara, and the Region of Waterloo will become “upper-tier municipalities without planning



responsibilities” at a future date to be named by proclamation of the Lieutenant Governor.<sup>[1]</sup>

- Upon the review of Bill 23, Watson & Associates Economists Ltd. (Watson) previously expressed concerns with these significant changes to regional planning. We anticipate that there will continue to be a strong need for impacted upper-tier municipalities to address regional growth management coordination efforts (e.g., coordination of regional growth forecasts and regional urban land needs assessments, assessment of regional infrastructure needs and review of cross-jurisdictional issues) working with their area municipalities.

### **Elimination of Third-Party Appeal Rights to Include Municipally Approved Official Plans, Official Plan Amendments, Zoning By-Laws and Zoning By-Law Amendments**

- As part of Bill 23, the Province amended the *Planning Act* to limit appeals for minor variances, a plan of subdivision, or a consent to sever to the applicant, the municipal authority, the Minister, or a “specified person.” “Specified person” is a new term introduced with the intent to focus appeals on a more focused group, including applicants, public bodies, Indigenous communities, and utilities providers. Appeal rights removed include third-party landowners, ratepayers, and other members of the public that are not the applicant, the Minister, an approval authority, a public body, or a “specified person.” Under Bill 185, it is proposed that the elimination of third-party appeals would be extended to include municipally approved Official Plans, Official Plan Amendments, Zoning By-laws and Zoning By-law Amendments.<sup>[2]</sup>
- Bill 185 proposes to remove appeal rights for “upper-tier municipalities with no planning responsibilities”; these upper-tier municipalities will only be able to provide comments on applications. As a result, utility providers will have stronger tools (including appeal rights) to protect their infrastructure relative to upper-tier municipalities who are responsible for managing and building infrastructure, as well as the associated risks (e.g., financial and public safety).<sup>[3]</sup>

### **Restore Appeal Rights for Privately Initiated Settlement Area Boundary Expansions**

- Private-sector applications for a boundary of area of settlement (settlement area expansions) can be appealed to the Ontario Land Tribunal (OLT) provided that it

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<sup>[1]</sup> Bill 185, Schedule 1, section 1.

<sup>[2]</sup> Bill 185, Schedule 12, section 3 (1).

<sup>[3]</sup> The Regional Municipality of York, Report of the Commissioner of Corporate Services and Chief Planner for Regional Council on April 25, 2024 – Cutting Red Tape to Build More Homes Act, 2024 (Bill 185) – Proposed Changes to Planning Act, 1990, Municipal Act, 2001 and Provincial Planning Statement.



is not within the Greenbelt Area. Under the current *Planning Act*, an applicant cannot appeal an Official Plan Amendment or Zoning By-law Amendment application that would expand or alter an in-force settlement area boundary.<sup>[1]</sup> It is important to note that this appeal right does not extend to settlement boundary expansions that have received a Minister's decision as part of an Official Plan and Official Plan Amendment. The Minister's decision is still final.

- Permitting appeals may result in more land being designated through OLT decisions than what was identified by municipalities in Official Plans and would potentially have the impact of undermining local growth management objectives established through an Official Plan Review.

### **A New “Use it or Lose it” Tool for Municipalities to Tackle Stalled Developments**

- Proposed changes to the *Planning Act* include a new “use it or lose it” tool for municipalities to tackle stalled developments that have unused servicing capacity allocation (water and sewage servicing). The proposal as part of Bill 185, includes a framework for the municipality to expand the scope of lapsing provisions, including requiring approval authorities to impose a lapsing condition for all draft subdivision/condominium and site plan control approvals.<sup>[2]</sup> Previously, this was an option for municipalities; now it is a requirement. It should be noted that municipalities can provide for lapsing provisions of previous applications, subject to notice to the owner.<sup>[3]</sup>
- The new provisions would provide an incentive for developers/builders to move forward on an approved application. From a growth management perspective, this tool would potentially provide more certainty when determining housing and land supply potential to accommodate growth within the short term.

### **Create a New “Servicing Management” Tool to Facilitate Infrastructure Servicing Re-Allocation to Make More Efficient Use of Municipal Servicing Capacity**

- This bill proposes to create a new municipal servicing management tool that would explicitly authorize municipalities to adopt policies by by-law (if they do not already exist) to establish how water and sewage servicing of an approved development is managed. Furthermore, it would enable municipalities to allocate and reallocate servicing capacity to other projects if the approved development has not proceeded after a specified timeline and the servicing is needed elsewhere in the service area. Should municipalities adopt such a by-law, it would not be appealable to the OLT.<sup>[4]</sup>

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<sup>[1]</sup> Bill 185, Schedule 12, section 6 (4).

<sup>[2]</sup> Bill 185, Schedule 12, section 10 (3) and section 12.

<sup>[3]</sup> Bill 185, Schedule 4, section 2.

<sup>[4]</sup> Bill 185, Schedule 12, section 14.



- Currently, the *Planning Act* already provides municipalities with the authority to enact by-laws to establish an allocation system for water and wastewater servicing for lands that are subject to a draft plan of subdivision. Bill 185 proposes to repeal this provision of the *Planning Act* and give municipalities the authority to pass by-laws to create a policy for water and servicing capacity, which may include the tracking of water and wastewater servicing capacity for approved developments and establishing criteria for the allocation to future development applications.<sup>[1]</sup> Bill 185 proposes to replace this policy in the *Planning Act* and to add a new section 86.1 to Part III (Specific Municipal Powers) of the *Municipal Act, 2001*.<sup>[2]</sup>
- These changes will empower municipalities to shift servicing allocation that will deliver the development of homes and employment growth opportunities faster. Furthermore, it provides more transparency on the expectations of servicing for future development applications.

### **Elimination of Parking Standards in Protected Major Transit Station Areas to Provide More Flexibility**

- Proposed changes to the *Planning Act* will include prohibiting municipalities from setting parking minimums in Protected Major Transit Station Areas (PMTSAs). This would allow the market and developers the ability to decide the parking requirements in PMTSAs based on market needs.<sup>[3]</sup> This could provide opportunities to increase housing yields in PMTSAs and possibly reduce development costs through potentially lower parking requirements.

### **A New Minister's Zoning Orders (MZO) Framework**

- To provide better transparency at the provincial level, the Province has established a framework setting out how requests for zoning orders will be received and considered. The framework includes intake thresholds, submission requirements, and a process for Ministry assessment and decision-making. The intake requirements would need to demonstrate that the MZO delivers on a provincial priority that is supported by an Ontario government ministry and/or is supported by a single-tier or lower-tier municipality through a municipal council resolution or a letter from a mayor with strong mayor powers. Formal input from upper-tier municipal councils is excluded from the intake requirements. Submission requirements that should be provided with an application include a rationale on why the project requires ministerial zoning relief rather than following

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<sup>[1]</sup> Based on interpretation by McMillan LLP, Introducing Bill 185, the Cutting Red Tape to Build More Homes Act, and an Update on the New Provincial Planning Statement, April 17, 2024.

<sup>[2]</sup> Bill 185, Schedule 9 (*Municipal Act, 2001*).

<sup>[3]</sup> Bill 185, Schedule 12, section 2.



municipal planning processes; a description of consultation with the public and engagement with Indigenous communities; and information related to how and when servicing (water/wastewater) will be addressed.<sup>[1]</sup>

- While the applicant is required to demonstrate that it supports provincial priorities and/or local council support, the MZO framework does not require an applicant to support the need for the application in consideration of existing urban land supply opportunities, the status of other applications within municipalities, or forecast demand for housing within an established planning horizon. Provincial priorities established in the framework are very broad and include addressing housing and economic development opportunities which would not limit many applications, if any.
- We continue to support the recommendations provided to the Province by the Association of Municipalities of Ontario to improve the MZO framework that would include MZOs being used in collaboration with municipalities and use MZOs only in situations of extraordinary urgency.<sup>[2]</sup>

### **Remove the Community Infrastructure and Housing Accelerator Tool from the *Planning Act***

- The proposed changes would include removing the Community Infrastructure and Housing Accelerator (CHIA) tool (brought in under Bill 109) from the *Planning Act*.<sup>[3]</sup> Instead of the CHIA tool, municipalities can rely on the new MZO framework that provides clarity on how MZO requests from municipalities will be received and considered going forward.
- Proposed transition rules will be provided to permit CHIA orders that have been made to date to continue functioning as municipal zoning by-laws.

### **Enhance and Expand Municipal Planning Data Regulation (O. Reg. 73/23) to Include 21 Additional Municipalities (50 Municipalities in Total)**

- On April 6, 2023, Ontario Regulation (O. Reg.) 73/23: Municipal Planning Data Reporting (as part of Bill 109), came into effect. This regulation requires 29 municipalities in Ontario to report information on planning matters to the Ministry on a quarterly and annual basis. The 29 municipalities have already provided reporting on a quarterly basis. Under Bill 185, this would be expanded to 50 municipalities.<sup>[4]</sup>

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<sup>[1]</sup> Province of Ontario – Zoning Order Framework, retrieved online: [Zoning order framework | ontario.ca](https://www.ontario.ca/framework), accessed April 19, 2024.

<sup>[2]</sup> Association of Municipalities of Ontario, retrieved online: [Bill 185, Cutting Red Tape to Build More Homes Act, 2024 | AMO](https://www.amo.on.ca/bill-185-cutting-red-tape-to-build-more-homes-act-2024), accessed April 19, 2024.

<sup>[3]</sup> *Planning Act*, section, 34.1.

<sup>[4]</sup> Environmental Registry of Ontario, ERO 019-8368, Proposed Amendments to Ontario Regulation 73/23: Municipal Planning Data Reporting.





- The reporting requirements include preparing a standardized summary table that outlines key statistics on planning applications for each quarterly report (e.g., total number of submissions, decisions) and documenting changes to settlement area boundaries, Employment Area conversions, and major transit station areas (MTSAs) on an annual basis. Providing geospatial data that identifies designated serviced land supply is also required as part of the reporting. The additional 21 municipalities would be required to publish this summary on their respective municipal webpages and update the summary each quarter, beginning October 1, 2024.<sup>[1]</sup>
- It is our opinion that this regulation change is a key step forward in setting minimum standards for municipalities in reporting land supply. This also provides an opportunity for the municipalities to build upon these provincial requirements and proactively track and monitor growth, which will better empower municipalities in making informed decisions on planning for growth.

### **Enhancing and Broadening the Framework for Additional Residential Units**

- Under subsection 35.1 (2) of the *Planning Act*, the Minister is authorized to make regulations regarding Additional Residential Units (ARUs) by establishing requirements and standards with respect to a second or third residential unit in a detached house, semi-detached house, or rowhouse, as well as a residential unit in a building or structure ancillary to such a house.
- Bill 185 proposes to broaden provisions to allow the Minister to regulate any ARUs in an existing home (as noted above) or ancillary structure for the purposes of an ARU. If approved, the Minister will have a new regulation-making power to remove zoning barriers to accommodate ARU developments which may include maximum lot coverage and limits on the number of bedrooms allowed per lot.<sup>[2]</sup>

## **2. Proposed Provincial Planning Statement, 2024**

In 2023, the Province set in motion consultation on a Provincial Planning Statement (PPS, 2023) that proposes to integrate the Provincial Policy Statement, 2020 (PPS, 2020) and A Place to Grow: Growth Plan for the Greater Golden Horseshoe (Growth Plan) into a single document. The proposed PPS, 2023 was released for public comment in April 2023 and was introduced as part of Bill 97 – *the Helping Homebuyers, Protecting Tenants Act*. On April 10, 2024, the Province posted another draft of the PPS. Based on a review by Watson, we note that the PPS, 2024 is not significantly different than the previous PPS, 2023. There are, however, more parameters, additional guidance, and strengthening of policies related to the management of growth

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<sup>[1]</sup> Ontario Regulation 73/23 filed April 6, 2023, under *Planning Act*, R.S.O. 1990, c. P.13.

<sup>[2]</sup> Bill 185, Schedule 12, section 9.



relative to the proposed PPS, 2023. Provided below are key highlights of the proposed PPS, 2024 with a key focus on growth management in Ontario. Some of the highlights below include policies that are proposed to be carried forward from the PPS, 2023.

### **A Flexible Growth Forecast Horizon**

Compared to the PPS, 2020, the proposed PPS, 2024 provides a more flexible horizon for planning for growth by providing a planning horizon with a minimum of 20 years and a maximum of 30 years. Similar to the proposed PPS, 2023, “planning for infrastructure, public service facilities, strategic growth areas and employment areas may extend beyond this time horizon.”<sup>[1]</sup> Based on our interpretation of the proposed PPS, 2024, this would suggest that municipalities are to designate land to accommodate growth over a 20- or 30-year period, with the opportunity to designate additional land beyond the 30-year time horizon for Employment Areas.

### **Initial Direction on Growth Forecasting**

The proposed PPS, 2024 notes that “planning authorities shall base population and employment growth forecasts on Ministry of Finance (MOF) 25-year projections and may modify projections, as appropriate”<sup>[2]</sup> (underlining added). It is our interpretation that municipalities are not required to utilize the MOF forecasts and that they are not meant to replace long-term forecasting by municipalities. It is important to note that the MOF population forecasts are provided at the Census division level only, which typically represents upper-tier municipalities, including separated municipalities (e.g., the City of Stratford and the Town of St. Marys are included with the County of Perth Census Division) and large urban single-tier municipalities. The MOF does not provide forecasts at the area municipal level.<sup>[3]</sup> Furthermore, the most recent Summer 2023 MOF forecast provides growth estimates to the year 2046. Subsection 2.1.3 of the proposed PPS, 2024 states that urban land needs can be calculated up to 30 years. As such, current MOF forecasts would need to be extended from 2046 to 2054 to accommodate a full 30-year planning horizon. It is our interpretation that the use of the MOF forecasts is not meant to replace long-term forecasting by municipalities but the forecasts are to be used as a starting place in establishing forecasts and testing the reasonableness of alternative regional forecasts and area municipal growth allocations, a practice that Watson currently carries out.

Municipalities within the Greater Golden Horseshoe (GGH) are required to continue to use forecasts issued by the Province through Schedule 3 of the Growth Plan until more

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<sup>[1]</sup> Proposed PPS, 2024, policy 2.1.3, p. 6

<sup>[2]</sup> Proposed PPS, 2024, policy 2.1.1, p. 6

<sup>[3]</sup> Census division is the general term for provincially legislated areas (such as municipality, county, region or district) or their equivalents. Census divisions are intermediate geographic areas between the province/territory level and the municipality (Census subdivision).





current forecasts are available to 2051, as informed by guidance provided by the Province.<sup>[2]</sup> Forecasts established in Schedule 3 of the Growth Plan and the allocation of growth by lower-tier municipality are to be considered minimum growth forecasts. It is unknown at this time whether this policy of growth forecasts as minimums will be carried forward. We anticipate that future guidance documents will provide direction on this matter.

It should be noted that the proposed PPS, 2024 encourages growth management undertaken by municipalities to be coordinated with adjacent planning authorities when planning is not conducted by an upper-tier municipality.<sup>[3]</sup> We envision the need for local municipalities, where planning is not conducted by an upper-tier municipality, to include a consultation process or technical advisory group comprising representatives of adjacent municipalities when conducting Official Plan Reviews and other related comprehensive planning studies.

### **Minster's Zoning Orders (MZO) are Considered in Addition to Projected Needs**

According to the proposed PPS, 2024, MZO are to be treated as “in addition to projected needs” over the planning horizon. In planning for MZO lands, the proposed PPS, 2024 states these lands must be incorporated into the Official Plan and related infrastructure plans.<sup>[4]</sup> Since MZO lands are not tied to an assessment of need, it is recommended that when planning for these lands the timing of their buildout is not held to a targeted minimum or maximum planning horizon. As such, it is recognized that full development of MZO may or may not extend beyond the 30-year maximum planning horizon set out in the proposed PPS, 2024, subject to anticipated economic growth and real estate market demand within the municipality and the broader economic region over the horizon of the plan. It is our opinion that the timing of development regarding approved MZO should be established through provincial and local phasing policies, municipal servicing plans, and reviewed through regular monitoring.

### **Providing for an Appropriate Range and Mix of Housing Options**

Similar to the proposed PPS, 2023, under subsection 2.1.4 of the proposed PPS, 2024 planning authorities are to:

- a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through lands which are designated and available for residential development; and

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<sup>[2]</sup> Proposed PPS, 2024, policy 2.1, p. 6; and Environmental Registry of Ontario, ERO 019-8462: Review of proposed policies for a new provincial planning policy instrument.

<sup>[3]</sup> Proposed PPS, 2024, policy 6.2.10, p. 36.

<sup>[4]</sup> Proposed PPS, 2024, policy 2.1.1, p. 6.



- b) maintain at all times where new development is to occur, land with servicing capacity to provide at least a three-year supply of residential units available through lands suitably zoned, including units in draft approved registered plans.

We recommend that where planning authorities have established minimum targets for intensification and redevelopment, these targets are considered in the assessment of proposed PPS, 2024 policy 2.1.4. a) and b).

Subsection 2.1.5 of the proposed PPS, 2024 identifies that where planning is conducted by an upper-tier municipality, the land and unit supply maintained by the lower-tier municipality shall be based on and reflect the allocation of population and units by the upper-tier municipality. This policy emphasizes the need for urban land and housing needs to be assessed at the local municipal level within two-tier planning systems.

### **Anticipated Guidance Documents on Growth Forecasting and Land Needs**

We anticipate that the Province will release a guidance document on projecting growth and associated land requirements.<sup>[5]</sup> On March 12, 2024, the Province re-opened a proposal on Environmental Registry Ontario (ERO) for A Proposed Approach to Update the Projection Methodology Guideline.<sup>[6]</sup> This proposal was initially posted in June 2021 following the release of the PPS, 2020. As noted in the ERO proposal summary, the last provincial guidance document on growth projections and land needs for the entire Province was provided in 1995. The 1995 Projection Methodology has been generally used by Watson as a source of best practice for growth forecasting. Since 1995, the Province released a Land Needs Assessment Methodology for the GGH with a few updates.<sup>[7]</sup> This document has since been used as a best practice for projecting growth and urban land needs across the GGH.

It should be noted that the Province has not yet updated the document entitled, “Proposed Approach to Implementation of the Proposed Provincial Planning Statement” which accompanied the proposed PPS, 2023 in April 2023.

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<sup>[5]</sup> The ERO 019-2346 proposal summary notes that “Guidance for projecting population and related land requirements may be updated after finalization of the proposed Provincial Planning Statement to reflect final policy direction and considering feedback received.”

<sup>[6]</sup> Environmental Registry of Ontario, ERO 019-2346, A Proposed Approach to Update the Projection Methodology Guideline.

<sup>[7]</sup> The last update to the methodology came into effect on August 28, 2020. The proposed PPS plans to combined both the PPS and the Growth Plan and if approved, this document would no longer be in force.



## **No Significant Policy Change and Approach to Planning for Affordable Housing**

The proposed PPS, 2024 carries forward a similar definition of affordable housing as established in the PPS, 2020. The definition of affordable housing in the proposed PPS, 2024, however, is based on the municipality instead of the regional market area as defined in the PPS, 2020. The definition of affordable housing was notably missing in the proposed PPS, 2023. Additionally, the proposed PPS, 2024 carries forward the requirement of “establishing and implementing minimum targets for the provision of housing that is affordable to low- and moderate-income households.”<sup>[9]</sup> The proposed PPS, 2024 does not address the issue of attainable housing, an issue that was also lacking in the PPS, 2020.

## **Settlement Areas Remain Focus of Growth and Development**

The proposed PPS, 2024 identifies that settlement areas shall be the focus of growth and development. Within settlement areas, where applicable, growth should be focused in Strategic Growth Areas (SGAs), including Major Transit Station Areas (MTSAs), and that planning authorities shall support general intensification and redevelopment to promote the achievement of complete communities. Planning authorities are encouraged to establish and implement minimum targets for intensification and development within built-up areas, based on local conditions. Planning authorities are also encouraged to establish density targets for designated growth areas, based on local conditions. Large and fast-growing municipalities are encouraged to plan for a target of 50 residents and jobs per gross hectare in designated growth areas. Large and fast-growing municipalities are identified in Schedule 1 of the proposed PPS, 2024.

Based on our experience, all large and fast-growing municipalities are anticipated to achieve average densities in designated growth areas above 50 residents and jobs per gross hectare. Accordingly, it is recommended that this density target is considered a minimum.

## **Identifying New Settlement Areas and Settlement Area Boundary Expansions**

According to the proposed PPS, 2024, Settlement Area Boundary Expansion (SABE) is allowed at any time and without the requirement of a Municipal Comprehensive Review or Comprehensive Review, provided that all PPS policies under subsection 2.3.4 are considered.<sup>[10]</sup> Furthermore, the policies allow for a simplified and flexible approach for municipalities to undertake a SABE which would require a demonstrated need for urban expansion. It should be noted that the criteria in the proposed PPS, 2024 has been expanded compared to the proposed PPS, 2023. Additionally, the language has

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<sup>[9]</sup> Proposed PPS, 2024, policy 2.2.1, p. 7.

<sup>[10]</sup> Proposed PPS, 2024, policy 2.3.4, p. 7. Under the A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019 and the PPS, 2020, SABEs were permitted only through a Municipal Comprehensive Review.



changed from “should consider” in the proposed PPS, 2023 to “shall consider” in the proposed PPS, 2024. The proposed PPS, 2024 does carry over the concept of demonstrating the need for additional land as identified in the PPS, 2020 which was not included in the proposed PPS, 2023.

While the proposed PPS, 2024 does not require a prescriptive approach to determining the need for expansion as provided in the Growth Plan or the PPS, 2020, it does require municipalities to consider infrastructure needs and the phased progression of growth. Furthermore, for new settlement areas, the proposed PPS, 2024 adds a stand-alone policy requiring municipalities to demonstrate that the infrastructure and public service facilities are planned or available for new settlement areas.<sup>[11]</sup>

We recommend that a policy is added to subsection 2.3.2.1 of the proposed PPS 2024 that identifies where planning authorities have established minimum targets for intensification and redevelopment within built-up areas and that implementation of these targets shall be considered prior to identifying the need for new settlement areas.

### **Planning for Growth in Major Transit Station Areas**

Under the proposed PPS, 2024, intensification policies have become less prescriptive compared to the PPS, 2020, with a focus on encouraging rather than setting out requirements. As previously noted, according to the proposed PPS, 2024, planning authorities are encouraged (rather than required) to establish minimum targets for intensification and redevelopment within their respective built-up areas. Targets for intensification are encouraged in MTSAs and all municipalities (i.e., not just large and fast-growing municipalities as identified in the proposed PPS, 2023) shall plan to meet minimum density targets.<sup>[12]</sup> Minimum density targets for MTSAs are based on the transit service level:

- a) 200 residents and jobs combined per hectare for those that are served by subways;
- b) 160 residents and jobs combined per hectare for those that are served by light rail or bus rapid transit; or
- c) 150 residents and jobs combined per hectare for those that are served by commuter or regional rail.<sup>[13]</sup>

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<sup>[11]</sup> Proposed PPS, 2024, policy 2.3.2, p. 8.

<sup>[12]</sup> Proposed PPS, 2024, policy 2.2.3.1.4, p. 8

<sup>[13]</sup> Proposed PPS, 2024, policy 2.2.3.1.4, p. 8



## Expanded Scope of Strategic Growth Areas, but No Targets on Density

The proposed PPS, 2024 carries over the concept of SGAs from the proposed PPS, 2023. The concept of SGAs was initially introduced in the Growth Plan. According to the proposed PPS, 2024, SGAs include:

major transit station areas, existing and emerging downtowns, lands adjacent to publicly assisted post-secondary institutions and other areas where growth or development will be focused, that may include infill, redevelopment (e.g., underutilized shopping malls and plazas), brownfield sites, the expansion or conversion of existing buildings, or greyfields. Lands along major roads, arterials, or other areas with existing or planned frequent transit service or higher order transit corridors may also be identified as strategic growth areas.<sup>[14]</sup>

The proposed PPS, 2024 expands on the description of SGAs to include a greater range of site areas focused for infill and redevelopment, such as underutilized shopping malls and plazas, suggesting that SGAs may include a range of site sizes, with an expanded focus on non-residential sites. It is important to note that, unlike the proposed PPS, 2023, the proposed PPS, 2024 encourages all municipalities (i.e., not just the large and fast-growing municipalities) to focus growth and development in SGAs to achieve higher density outcomes.

Other than minimum density targets for MTSAs, minimum density targets for other SGAs have not been carried forward from the proposed PPS, 2023 and the Growth Plan. Furthermore, Urban Growth Centres, a component of SGAs set out in the proposed PPS, 2023 and the Growth Plan, have not been carried forward in the proposed PPS, 2024. Instead, the proposed PPS, 2024 provides more simplified direction to plan for downtowns as SGAs.

## A Narrow Definition of Employment Area

The proposed PPS, 2024 includes an updated definition of Employment Area based on the amendment of the *Planning Act* on June 8, 2023. The *Planning Act* was amended under subsection 1 (1) to include a new definition of “area of employment.” The amendment to the *Planning Act* received Royal Assent as part of Bill 97 on June 8, 2023. The definition change in the *Planning Act* would require proclamation before it becomes in effect.

Under the new definition of Employment Area, municipalities are required to plan for, and protect, industrial uses based on a more narrowly scoped definition of Employment Area and are limited to these uses that are primarily industrial in nature or other uses associated or ancillary to the primary use. Employment Area lands and uses that do not

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<sup>[14]</sup> Proposed PPS, 2024, definitions, p. 53.



meet the definition of Employment Area should be removed from Employment Areas. Lands that do not meet the Employment Area definition would not be subject to provincial Employment Area protection policies and would allow for opportunities for residential and other non-employment uses.<sup>[15]</sup>

In light of the definition change of Employment Area, a key concern for municipalities will be their ability to provide an urban structure that will support employment uses outside of Employment Areas, particularly non-retail commercial and institutional uses (e.g. office uses, training and education, entertainment, wholesale trade and service repair centres). Traditionally, Employment Areas have been regarded as areas protected for key targeted employment sectors, especially those in the export-based sectors.

As previously discussed, municipalities are allowed to forecast beyond a 30-year period for Employment Areas.<sup>[16]</sup> Furthermore, it should be noted that the Provincially Significant Employment Zones identified in the Growth Plan are not proposed to be carried forward. The Province has suggested in the PPS, 2024 proposal summary that the policies in the PPS are sufficient for protection for Employment Areas.<sup>[17]</sup>

### **Unlocking Residential Opportunities on Non-Residential Lands and Supporting Mixed-Uses**

The proposed PPS, 2024 requires that municipalities unlock more opportunities for housing, stating that municipalities should support redevelopment of commercially designated retail lands (e.g., underutilized shopping malls and plazas) to support mixed-use residential.<sup>[18]</sup> Furthermore, the proposed PPS, 2024 notes that Employment Areas that do not meet the definition of Employment Area, referred to as “employment outside of Employment Areas” should support a diverse mix of land uses, including residential uses.<sup>[19]</sup> These lands generally would include office business parks, commercial and institutional lands, and employment lands that do not meet the definition of Employment Area. It is also suggested that specific industrial, manufacturing, and small-scale warehousing uses that do not require separation from sensitive land uses are to be encouraged to locate in mixed-use areas or SGAs where frequent transit service is available, outside of Employment Areas.<sup>[20]</sup> Again, under the proposed policy framework, municipalities are anticipated to face greater long-term challenges regarding their ability to strike a balance in accommodating mixed-use development and ensuring an adequate supply of non-residential lands to support employment uses outside of

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<sup>[15]</sup> Proposed PPS, 2024, definitions, p. 34.

<sup>[16]</sup> Proposed PPS, 2024, policy 2.1.3, p. 6.

<sup>[17]</sup> Environmental Registry of Ontario, ERO 019-8462, Review of Proposed Policies for a New Provincial Planning Policy Instrument, Proposal Summary, Section 2.

<sup>[18]</sup> Proposed PPS, 2024, policy 2.4.1.3, p. 9.

<sup>[19]</sup> Proposed PPS, 2024, policy 2.8.1.3, p. 13.

<sup>[20]</sup> Proposed PPS, 2024, policy 2.1.8.2, p. 11.





Employment Areas, especially with increasing market pressure to accommodate residential development.

### **Employment Area Conversions Referred to as Removals of Employment Areas**

The proposed PPS, 2024 carries forward similar policies on conversions provided in the proposed PPS, 2023. Under the proposed PPS, 2024, municipalities are provided with greater control over Employment Area conversions (now referred to as Employment Area removals) with the ability to remove lands from Employment Areas at any time. Previously, under the PPS, 2020 and the Growth Plan, municipalities were required to review changes to designated Employment Areas during a Municipal Comprehensive Review or Comprehensive Review. Under the proposed PPS, 2024, municipalities are required to demonstrate that there is an identified need for the removal and the land is not required for Employment Area uses over the long term. Furthermore, the Employment Area removal requires consideration of the impact of the produced use on the function of the Employment Area and whether existing infrastructure and public facilities can accommodate the proposed use.<sup>[23]</sup>

It is important to recognize that the definition change may result in already developed Employment Area lands not meeting the definition. Based on the proposed PPS, 2024 emphasis on supporting mixed uses, going forward, municipalities will need to assess whether existing Employment Areas meet the new provincial definition and identify areas that should transition into mixed-use areas. While municipalities are required to plan Employment Areas according to the new definition, existing uses that were legally established prior to the *Helping Homebuyers, Protecting Tenants Act, 2023* came into force are allowed the continuation of use, regardless of whether the use meets the definition change.<sup>[24]</sup>

### **Planning for Growth in the Rural Area Directed to Rural Settlement Areas**

Compared to the PPS, 2020, the proposed PPS, 2024 does not significantly change the direction of growth within rural areas. As noted in the proposed PPS, 2024, in rural areas, rural settlement areas “shall be the focus of growth and development and their vitality and regeneration shall be promoted.”<sup>[28]</sup> A key update in the proposed PPS, 2024 includes permitting more housing on farms to support farmers, farm families, and farm workers without creating new lots (enhanced policy and criteria supporting additional units).<sup>[29]</sup> Unlike the proposed PPS, 2023, the proposed PPS, 2024 does not carry forth policies that would have permitted lot creation in prime agricultural areas.

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<sup>[23]</sup> Proposed PPS, 2024, policy 2.8.2.4, p. 12.

<sup>[24]</sup> *Planning Act*, Schedule 6, section 1 (2).

<sup>[28]</sup> Proposed PPS, 2024, policy 2.5.2, p. 11.

<sup>[29]</sup> Environmental Registry of Ontario, ERO 019-8462, Review of Proposed Policies for a New Provincial Planning Policy Instrument, Proposal Summary, section 1.



## **No New Direction on Planning for Rural Employment Areas**

The proposed PPS, 2024 identifies that development within rural areas needs to be assessed within the rural context in terms of the scale of servicing and character.<sup>[30]</sup> No further direction is provided with respect to development within existing or new Rural Employment Areas. Under subsection 2.2.9.5 of the Growth Plan, the Province provided a framework for Rural Employment Area expansions. The framework identified that expansion of Employment Areas outside settlement areas on rural lands that were designated for employment uses may only be permitted if necessary to support the immediate needs of existing business and if compatible with the surrounding uses.<sup>[31]</sup> The proposed PPS, 2024 does not carry forward this policy. Based on the proposed PPS, 2024, it appears that expansion of Rural Employment Areas in the GGH is no longer subjected to the policies that prohibited the creation of new Employment Areas in the rural areas.

## **New Emphasis in Planning for Public Service Facilities**

The proposed PPS, 2024 includes a new definition of public service facilities and requires a greater emphasis on coordination with public service providers, as well as planning for emergency management services, health care institutions, schools and post-secondary institutions.<sup>[32]</sup> It is noted that municipalities can plan beyond a 30-year period for public service facilities.<sup>[33]</sup>

## **Consideration of a Student Housing Strategy**

The proposed PPS, 2024 recognizes the importance of planning for a post-secondary population, especially in municipalities with a post-secondary institution. This is the first time that provincial planning policy has acknowledged the need to consider student housing needs. The word “student” is not mentioned at all in the PPS, 2020. The proposed policies in the PPS, 2024 would require municipalities to collaborate with publicly assisted post-secondary institutions on the development of a student housing strategy that includes consideration of off-campus housing targeted to students.<sup>[34]</sup>

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<sup>[30]</sup> Proposed PPS, 2024, policy 2.5.2, p. 10.

<sup>[31]</sup> A Place to Grow, Growth Plan for the Greater Golden Horseshoe, Office Consolidation, policy 2.2.9.5, p. 28.

<sup>[32]</sup> Proposed PPS, 2024, policy 3.1, p. 16.

<sup>[33]</sup> Proposed PPS, 2024, policy 2.1.3, p. 6.

<sup>[34]</sup> Proposed PPS, 2024, policy 6.2.6, p. 35.





### 3. Summary Comments on the Proposed Amendments and the PPS, 2024

Watson will be providing a submission through the ERO on these legislative changes. We will continue to monitor the progress of Bill 185 through the legislature, including any guidance documents on implementation, and will continue to keep our clients informed of any changes. If you have any questions, please do not hesitate to contact us.

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.

Jamie Cook, MCIP, RPP, PLE, Managing Partner  
Andrew Grunda, MBA, CPA, CMA, Principal  
Peter Simcisko, BA (Hons), MBE, Managing Partner  
Sean-Michael Stephen, MBA, Managing Partner  
Daryl Abbs, MBE, PLE, Managing Partner  
Jack Ammendolia, BES, PLE, Managing Partner

Members of Council, Township of Southgate

April 15, 2024

Dear Members of Council,

On behalf of the Nuclear Innovation Institute (NII), I am pleased to provide you with an update on recent changes and growth at our organization.

In March, NII underwent a change in leadership, and I am pleased to be in the role of Interim CEO. Over the past weeks, I have begun to advance and expand NII's work, including economic development programs and partnerships, policy and advocacy, STEM education, and nuclear industry innovation.

As I continue shaping NII's next chapter, our talented team has the breadth and depth of experience to drive change, supporting the clean energy transition and the technological innovation required to get there: from advancing clean energy policy and partnerships to driving STEM education and trades training to sparking the region's economic development.

The NII Board of Directors and I recognize the opportunity and leadership role our organization will play as the nuclear sector continues its growth here in the Clean Energy Frontier, across the country and internationally. NII deeply values and relies upon the diverse support of our partners, whose collaboration is vital in advancing our strategic objectives and realizing our shared vision.

I am committed to active collaboration and open lines of communication with your municipality's leaders and staff as we drive progress together, creating meaningful change for our communities in our collective pursuit of a net-zero future.

Thank you for being a champion of this unique organization—we look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read "Jessica Linthorne", with a stylized flourish at the end.

**Jessica Linthorne**

Interim CEO, Nuclear Innovation Institute

[jessica.linthorne@nii.ca](mailto:jessica.linthorne@nii.ca)

**MULTI-MUNICIPAL ENERGY WORKING GROUP**

TOM ALLWOOD, COUNCILLOR, GREY HIGHLANDS, CHAIR  
JIM HANNA, DEPUTY MAYOR, HURON-KINLOSS, VICE-CHAIR  
1925 BRUCE ROAD 10, BOX 70, CHESLEY, ON NOG 1L0  
519-363-3039 EXT.105 FAX: 519-363-2203  
[jhamilton@arran-elderslie.ca](mailto:jhamilton@arran-elderslie.ca)

Dear Mayor and Member's of Council,

The Multi-Municipal Energy Working Group (MMEWG) is comprised of elected officials and citizen representatives appointed by participating municipal Council's. The group originally formed in 2010 as the Multi-Municipal Wind Turbine Working Group following rising concerns surrounding safety, adverse health affects and best practises associated with industrial wind turbine projects. Through time, the group has continued to study, research and advocate for stronger measures to be put in place to combat the concerns.

As the province continues to look at ways to increase capacity and ensure sufficient supply to support the anticipated future electricity needs, new energy generation and storage facilities are being proposed throughout the province. With these proposals, comes another wave of growing concern, similar to what was seen with the introduction of industrial wind turbines. In response to the changes in the industry, the MMEWG has adjusted its mandate to include all forms of energy generation and storage infrastructure, allowing the work of the group to address a broader area of concern.

In response to the IESO's procurement process for 2,518 MW of capacity, a large number of Battery Energy Storage System (BESS) proposals were brought to the table and municipal Council's were asked to provide their approval of the facilities in the absence of fire suppression direction, minimum setback requirements and zoning regulations. The IESO has now issued a second RFP to procure another 5,000 MW and this is expected to include a large number of wind turbine proposals.

It is now, more than ever, that more research, understanding and advocacy is needed and as Municipal Leader's, we need to fully understand the implications of these proposals to ensure that we meet our mandate under the *Municipal Act, 2001*, as amended, to provide measures necessary for the health, safety and well-being of citizens within our jurisdiction.

The Multi-Municipal Energy Working Group would like to extend an invitation to all municipalities within Grey and Bruce Counties to join its membership, allowing you the opportunity to receive valuable information, expert advice, and collaborated advocacy.

The MMEWG generally meets bi-monthly at 7:00 p.m. on the second Thursday of the month virtually via Microsoft Teams. The annual membership fee for 2024 is \$500.00 for a Full Membership. This would allow for the appointment of two municipal Council members to sit on the Working Group, one alternate appointed member and an appointed citizen member for the purpose of bringing additional expertise to the discussion. We have also introduced a \$400.00 Associate Membership, which provides members the opportunity to receive circulated information and attend and participate in meetings as a non-voting member, without the need for any official appointments. Further information can be obtained by contacting the Recording Secretary, Julie Hamilton at the details noted below.

We look forward to the opportunity to collaborate together with our municipal partners.

Yours truly,



p.p

Tom Allwood,  
Chair, Multi-Municipal Energy Working Group  
Councillor, Municipality of Grey Highlands

Julie Hamilton  
Recording Secretary  
Email: [jhamilton@arran-elderslie.ca](mailto:jhamilton@arran-elderslie.ca)  
Office Phone: 519-363-3039 ext. 105  
Cellphone: 226-668-8323

April 25<sup>th</sup>, 2024

Good day, I hope this letter finds you well.

We are reaching out to you to advise you that Grey County is in the preliminary stages of the development of an Archaeological Management Plan (AMP) and has retained [TMHC Inc.](#) to undertake this work.

An AMP is a planning tool that identifies areas of archaeological potential using known archaeological site locations, changes in landforms and waterways over time and takes into consideration traditional land use patterns and areas of historic settlement. The AMP is being created to help address provincially mandated requirements for the conservation of archaeological sites and resources in communities across the province.

The AMP will incorporate GIS-supported mapping for areas of archaeological potential to meet the overall goals of the AMP, which include the following:

- Guide development away from lands that have archaeological interest;
- Assist local municipalities when reviewing development applications;
- Provide a detailed inventory of known archaeological sites and previously assessed archaeological areas; and,
- Digitally map areas of archaeological interest.

We are in the preliminary stages of this project and are reaching out to you to provide an invitation for any comments or information that you would like to share pertaining to the development of the AMP. If it is of interest or of help, we would also welcome the opportunity to virtually meet and talk further. We plan to continue engaging with you at your convenience over the course of several phases of work involved in the AMP project in order to meet the overall goals of the AMP.

We ask that preliminary comments and information be shared by May 24<sup>th</sup>, 2024. If you would like to provide information but the timeline poses challenges, please let us know and we'll do our best to accommodate a different schedule.

Let us know if you have any questions at this time and we are looking forward to working with you on this project!

Regards,

  
Liz Buckton  
Senior Policy Planner  
(548) 877-0854  
[liz.buckton@grey.ca](mailto:liz.buckton@grey.ca)  
[www.grey.ca/amp](http://www.grey.ca/amp)



## TOWNSHIP OF BRUDENELL, LYNDOCH AND RAGLAN

42 Burnt Bridge Road, PO Box 40  
Palmer Rapids, Ontario K0J 2E0  
TEL: (613) 758-2061 · FAX: (613) 758-2235

April 11, 2024

### **RE: 9-8-8 National Suicide and Crisis Hotline**

Please be advised that at the Regular Council Meeting on April 10th 2024, Council for the Corporation of the Township of Brudenell, Lyndoch and Raglan passed the following resolution, supporting the resolution from the City of Clarence Rockland regarding adopting the 9-8-8 as National three-digit suicide and crisis hotline.

**Resolution No:** 2024-04-10-04

**Moved by:** Councillor Quade

**Seconded by:** Councillor Kauffeldt

**“WHEREAS** Canada has adopted 9-8-8, as National three-digit suicide and crisis hotline; and

**WHEREAS** the Township of Brudenell, Lyndoch and Raglan recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;

**BE IT RESOLVED THAT** the Township of Brudenell, Lyndoch and Raglan continues to endorse the 9-8-8 Crisis Line initiative and will display the 9-8-8 information poster in all its municipal buildings; and

**BE IT FURTHER RESOLVED THAT** a copy of this resolution be sent to John Yakabuski, MPP Renfrew-Nipissing-Pembroke and all Ontario Municipalities.”

Sincerely,

Tammy Thompson  
Deputy Clerk  
Township of Brudenell, Lyndoch and Raglan

Cc: John Yakabuski, MPP Renfrew-Nipissing-Pembroke  
All Ontario Municipalities



April 11, 2024

Hon. Paul Calandra  
Minister of Municipal Affairs and Housing  
via Email:  
minister.mah@ontario.ca

**Re: Jurisdiction of Ontario's Ombudsman**

The following resolution, adopted by City Council at their meeting on April 8, 2024, is forwarded for your information and necessary action.

That Council approve the recommendations outlined in [Report LSOCS24-005](#), dated April 2, 2024 of the Commissioner, Legislative Services, as follows:

- a) That the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, be requested to introduce a Bill to amend the Ombudsman Act to require the Ontario Ombudsman to provide to each municipality, if requested by the municipality, sufficient particulars of each investigation, matter or case respecting the municipality that is referred to in each of the Ombudsman's Annual Reports to permit the municipality to fully understand and address the subject matter of each such investigation, matter or case including:
  - i) a copy of each complaint, as applicable, redacted only to the extent of individuals' personal information contained therein;
  - ii) the identities of the municipality's employees, officers and members of Council with whom the Ombudsman was consulting in respect of the investigation, matter or case; and
  - iii) particulars of the outcome of the investigation, matter or case including the Ombudsman's findings, conclusions and recommendations, if any.
- b) That the City Clerk forward Council's resolutions resulting from Council's approval of these recommendations to Minister Calandra, MPP David Smith, the Association of Municipalities of Ontario and to the municipal Clerks of Ontario's municipalities.

Sincerely,

*J. Kennedy*

John Kennedy, City Clerk

cc: David Smith, MPP  
Association of Municipalities of Ontario (AMO)  
All Ontario Municipalities





April 11, 2024

The Right Honourable Justin Trudeau  
Prime Minister of Canada  
Office of the Prime Minister  
80 Wellington Street  
Ottawa, ON  
K1A 0A2

Dear Sir:

**Re: Intimate Partner Violence and Coercive Control**

Please be advised that at its April 8, 2024 City Council meeting, Sault Ste. Marie City Council passed the following resolution:

Whereas the jury that heard the Carol Culleton, Anastasia Kuzyk, and Nathalie Warmerdam inquest (The Renfrew County Inquest) issued 86 recommendations to prevent future deaths and delivered those recommendations to the Province of Ontario; and

Whereas recommendation #85 of the inquest is to include "coercive control", as defined in the *Divorce Act*, as a criminal offence or as a type of assault under section 265 of the *Criminal Code*; and

Whereas according to experts, a perpetrator has privileged access to information about the target by virtue of the closeness of an intimate relationship and, as such, is able to identify unique vulnerabilities that can be exploited for coercive control; and

Whereas Coordinating Community Responses to Domestic Violence cites scholars and advocates in the field have consistently described intimate partner violence as both an expression of, and an attempt to maintain, power and control over intimate partners; and

Whereas in 2019, according to the Government of Canada, of the 107,810 people aged 15 and over who experienced intimate partner violence 79% were women. 55% of women who experienced physical or sexual intimate partner violence feared a partner at some point. Being afraid of a partner can indicate intimate partner violence that is more coercive, more severe, and more likely to reflect a pattern of abusive behaviours; and

Whereas between 2014 and 2019 in Canada, there were 497 victims of intimate partner homicide, and 80% (400 victims) were women; and

Whereas while Indigenous women account for about 5% of all women in Canada, they accounted for 21% of women killed by an intimate partner between 2014 and 2019 (83 victims). In 2021, the rate of gender-related homicide of Indigenous women and girls was more than triple that of gender-related homicides of women and girls overall (1.72 versus 0.54 per 100,000 women and girls); and

Whereas the Government of Canada names coercive control as one of the acts included in intimate partner violence, but does not include coercive control as an offence contained within the *Criminal Code* of Canada\* and

Whereas Bill C332, a private member's bill to amend the Criminal Code to create an offence of exercising coercive control of an intimate partner by engaging in a pattern of conduct that consists of any combination, or any repeated instances, of any of the following acts: using, attempting to use or threatening to use violence against certain persons, coercing or attempting to coerce the intimate partner to engage in sexual activity or engaging in other conduct that could reasonably be expected to cause the intimate partner to believe that their safety, or the safety of a person known to them, is threatened\*\*

Now Therefore Be It Resolved that the Sault Ste. Marie City Council express its support for Bill C-332 as well as call on the Government of Canada to support Bill C-332 and enact the necessary amendments to the *Criminal Code* of Canada to include coercive control of an intimate partner; and

Further it be resolved that a copy of this motion be circulated to the Right Honourable Justin Trudeau, Prime Minister of Canada, the Honourable Dominic LeBlanc, Minister of Public Safety, the Honourable Patty Hajdu, Minister of Indigenous Services, the Honourable Mark Holland, Minister of Health, the Honourable Marci Ien, Minister for Women and Gender Equality and Youth, the Honourable Jenna Sudds, Minister of Families, Children and Social Development, the Honourable Arif Virani, Minister of Justice, City of Sault Ste Marie MP Terry Sheehan, MP Laurel Collins, the Association of Municipalities of Ontario, Federation of Northern Ontario Municipalities, Federation of Canadian Municipalities, and all Ontario municipalities.

- \* <https://women-gender-equality.canada.ca/en/gender-based-violence/intimate-partner-violence.html>
- \*\* <https://www.parl.ca/documentviewer/en/44-1/bill/C-332/second-reading>
- <https://www150.statcan.gc.ca/n1/pub/85-002-x/2023001/article/00003-eng.htm>

Sincerely



Rachel Tyczinski  
City Clerk



Association of Municipalities Ontario [resolutions@amo.on.ca](mailto:resolutions@amo.on.ca)

Hon. Doug Ford [premier@ontario.ca](mailto:premier@ontario.ca)

Hon. Todd Smith [Todd.Smithco@pc.ola.org](mailto:Todd.Smithco@pc.ola.org)

MPP Bob Bailey [bob.baileyco@pc.ola.org](mailto:bob.baileyco@pc.ola.org)

[municipalaffairs@enbridge.com](mailto:municipalaffairs@enbridge.com)

(sent via e-mail)

April 12<sup>th</sup>, 2024

Re: Energy Transition

Please be advised that the Council of the Town of Plympton-Wyoming, at its meeting on April 10<sup>th</sup>, 2024, passed the following motion supporting the resolution from Terrace Bay regarding Energy Transition.

**Motion #12**

Moved by Councillor Mike Vasey

Seconded by Councillor Alex Boughen

That Council support correspondence item 'j' from Terrace Bay regarding Energy Transition.

***Carried.***

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at [eflynn@plympton-wyoming.ca](mailto:eflynn@plympton-wyoming.ca).

Sincerely,

Ella Flynn

Executive Assistant – Deputy Clerk

Town of Plympton-Wyoming

Cc: All regional Municipalities

**Terrace Bay**  
**Regular Council - 04 Mar 2024**

Item b)

Date: March 4, 2024

CR60-2024

Moved by *Gary Adduono*  
Seconded by *[Signature]*

WHEREAS access to natural gas is important to residents and businesses in our community for affordability and reliability

AND WHEREAS the Ontario Energy Board's (OEB) decision on Phase 1 of the Enbridge Gas 2024 rebasing application, issued on 21 December 2023, has concerning implications including putting into question the future access to natural gas that support of economic development, affordable housing growth, and energy reliability in communities such as the Township of Terrace Bay;

AND WHEREAS Ontario is growing and access to affordable energy to support this growth for homes and businesses is crucial, as is a measured approach to energy transition as not having access to natural gas will stifle economic growth and put housing and energy affordability at risk;

NOW THEREFORE BE IT RESOLVED: THAT the Township of Terrace Bay supports a measured approach to Ontario's energy transition;

AND FURTHER, that the Municipality of ~~Tweed~~ *Terrace Bay* recognizes that there may not be enough electricity available to replace the energy provided by natural gas and meet the increased demand from electrification;

AND FURTHER, that natural gas must continue to play an integral role in meeting the energy needs of Ontario;

AND FURTHER, that the Municipality of ~~Tweed~~ *Terrace Bay* supports the work the Government of Ontario has done to date, including the Natural Gas Expansion Program and Electrification and Energy Transition Panel's call for a clear policy on the role of natural gas to secure access to affordable energy;

AND FURTHER, that this resolution be circulated to the President of AMO, Colin Best, Hon. Doug Ford, Premier of Ontario, Hon. Todd Smith, the Minister of Energy, Lise Vagueois, Member of Provincial Parliament for Thunder Bay - Superior North, all regional municipalities as significant actors to ensuring the need for natural gas in Ontario as part of a measured approach towards energy transition, and submitted to [municipalaffairs@enbridge.com](mailto:municipalaffairs@enbridge.com)

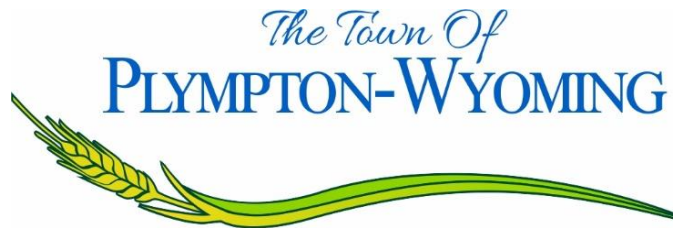
☒ Carried      ☐ Defeated      ☐ Recorded Vote

**Recorded Vote:**

	Yes	No
Mayor Paul Malashewski		
Councillor Gary Adduono		
Councillor Chris Dube	160	

Councillor Bert Johnson		
Councillor Rick St. Louis		

  
 \_\_\_\_\_  
**Mayor**



Ministry of Municipal Affairs [minister.mah@ontario.ca](mailto:minister.mah@ontario.ca)  
Ministry of Finance [Minister.fin@ontario.ca](mailto:Minister.fin@ontario.ca)  
Ontario Tax & Revenue Association [webmaster@omtra.ca](mailto:webmaster@omtra.ca)  
Association of Municipalities Ontario [resolutions@amo.on.ca](mailto:resolutions@amo.on.ca)  
MPP Bob Bailey [bob.baileyco@pc.ola.org](mailto:bob.baileyco@pc.ola.org)  
(sent via e-mail)

April 12<sup>th</sup>, 2024

Re: Municipalities Retaining Surplus from Tax Sales

Please be advised that the Council of the Town of Plympton-Wyoming, at its meeting on April 10<sup>th</sup>, 2024, passed the following motion supporting the resolution from the Municipality of St. Charles regarding municipalities retaining surplus from tax sales.

**Motion #13**

Moved by Councillor Mike Vasey

Seconded by Councillor Bob Woolvett

That Council support correspondence item 'h' from the municipality of St. Charles regarding Support for Municipalities to Retain Surplus from Tax Sales.

***Carried.***

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at [eflynn@plympton-wyoming.ca](mailto:eflynn@plympton-wyoming.ca).

Sincerely,

Ella Flynn  
Executive Assistant – Deputy Clerk  
Town of Plympton-Wyoming

Cc: All regional Municipalities

**The Corporation of the Municipality of St. Charles  
RESOLUTION PAGE**



**Regular Meeting of Council**

**Agenda Number:** 10.3.

**Resolution Number** 2023-151

**Title:** Resolution Stemming from May 17, 2023 Regular Meeting of Council (Item 9.1 - Correspondence #9 and 15) and from the June 21, 2023 Regular Meeting Council (Item 9.1 - Correspondence #19)

**Date:** July 19, 2023

---

**Moved by:** Councillor Loftus

**Seconded by:** Councillor Lachance

**WHEREAS** prior to being repealed by the Modernizing Ontario's Municipal Legislation Act, 2017, Section 380(6) of the Municipal Act, 2001, allowed for a municipality to retain surplus proceeds from tax sales within their jurisdiction;

**AND WHEREAS** the current Public Tax Sale process is a burdensome process to a municipality that invests a considerable amount of time and money recovering these proceeds for the potential sole benefit of the Crown in Right of Ontario;

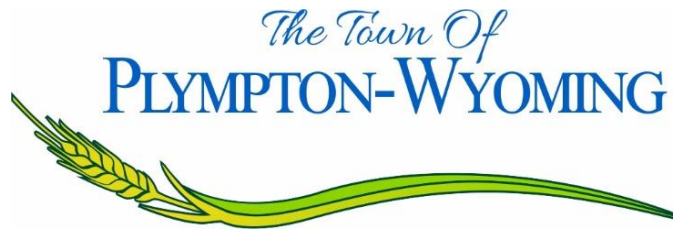
**BE IT RESOLVED THAT** Council for the Corporation of the Municipality of St.-Charles supports the Corporation of the Town of Essex in the reinstatement of previous legislation that permitted municipalities to apply for and retain surplus proceeds from tax sales in their jurisdictions;

**AND BE IT FURTHER RESOLVED THAT** this Resolution be circulated to the Ministry of Municipal Affairs and Housing (MMAH); the Ministry of Finance (MOF); the Ontario Municipal Tax & Revenue Association (OMTRA); the Association of Municipalities of Ontario (AMO), the local Member of Provincial Parliament (MPP); and, all Ontario Municipalities.

**CARRIED**

  
MAYOR





The Honourable Lisa Thompson  
Ministry of Agriculture, Food and Rural Affairs  
11<sup>th</sup> Floor  
77 Grenville St  
Toronto, ON  
M5S 1B3

(sent via e-mail)

April 12<sup>th</sup>, 2024

Re: Request to Increase Tile Drain Loan Limit

Please be advised that the Council of the Town of Plympton-Wyoming, at its meeting on April 10<sup>th</sup>, 2024, passed the following motion supporting the resolution from the Township of Adelaide Metcalfe regarding a Request to Increase Tile Drain Loan Limit.

**Motion #14**

Moved by Councillor Kristen Rodrigues

Seconded by Councillor John van Klaveren

That Council support correspondence item 'I' from the Township of Adelaide Metcalfe regarding a Request to Increase Tile Drain Loan Limit.

***Carried.***

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at [eflynn@plympton-wyoming.ca](mailto:eflynn@plympton-wyoming.ca).

Sincerely,

Ella Flynn  
Executive Assistant – Deputy Clerk  
Town of Plympton-Wyoming

Cc: Association of Municipalities Ontario [resolutions@amo.on.ca](mailto:resolutions@amo.on.ca)  
Rural Ontario Municipal Association [roma@roma.on.ca](mailto:roma@roma.on.ca)  
All regional Municipalities





March 22<sup>nd</sup>, 2024

The Honourable Lisa Thompson  
Ministry of Agriculture, Food and Rural Affairs  
11th Floor  
77 Grenville St.  
Toronto, ON M5S 1B3

**RE: Township of Adelaide Metcalfe – Request to Increase Tile Drain Loan Limit**

Dear Minister Thompson,

On March 18, 2024, the Township of Adelaide Metcalfe Council approved the following resolution:

*WHEREAS farm drainage is of paramount importance in Ontario due to its significant impact on agricultural productivity and sustainability. Effective drainage systems help mitigate waterlogging, control soil moisture levels, and enhance soil structure, thereby optimizing growing conditions for crops;*

*WHEREAS improved drainage also facilitates timely field operations, reduces erosion, and minimizes nutrient runoff, contributing to environmental conservation efforts;*

*WHEREAS Ontario's diverse agricultural landscape, where weather variability is common, well-maintained drainage systems play a crucial role in ensuring stable yields, economic viability, and long-term resilience for farmers across the Province;*

*WHEREAS the Tile Loan Drainage Act, R.S.O 1990, c. T.8 allows for the borrowing of money for the purpose of constructing drainage works;*

*WHEREAS the maximum annual limit for these loans, unchanged since 2004, is currently set at \$50,000.*

*WHEREAS costs for Tile Drainage has increased markedly since 2004;*

*NOW THEREFORE the Council of the Township of Adelaide Metcalfe requests that the Province through the Ministry of Agriculture, Food and Rural Affairs (OMAFRA) consider increasing the maximum annual Tile Loan limit to a minimum of \$100,000.*

*AND THAT this resolution be circulated the Honourable Lisa Thompson – Ministry of Agriculture, Food and Rural Affairs (OMAFRA), the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), and all Ontario municipalities.*

Your consideration of Council's request is appreciated.

Kind regards,

A handwritten signature in dark ink, appearing to be 'MB', with a long horizontal line extending to the right.

Michael Barnier  
Clerk & Manager of Legislative Services  
Township of Adelaide Metcalfe  
[mbarnier@adelaidemetcalfe.on.ca](mailto:mbarnier@adelaidemetcalfe.on.ca)

Cc: Association of Municipalities of Ontario (AMO)  
Rural Ontario Municipal Association (ROMA)  
All Ontario Municipalities

April 12, 2024

The Honourable Doug Ford  
Premier of Ontario  
Legislative Building  
Queens Park  
Toronto ON M7A 1A1

DELIVERED VIA EMAIL

Dear Premier Ford,

**Re: Motion regarding Affordability of Water and Wastewater Rates**

Please be advised that at its regular meeting of April 9, 2024, Loyalist Township Council passed the following resolution:

**Resolution 2024-77**

Moved by Councillor Willis  
Seconded by Councillor Parks

**WHEREAS** a resolution passed by the County of Renfrew regarding the unaffordability of rural and small urban water and wastewater systems has been circulated to all municipalities in Ontario; and

**WHEREAS** due to the typical geography of rural Ontario, it is not unusual for smaller municipalities to be responsible for several treatment facilities; and

**WHEREAS** the costs associated with the operations, upkeep and upgrade of a number of treatment facilities and other infrastructure to meet provincial regulations in both environmental and financial planning capacities for smaller urban centers, which typically has a much lower population density per total kilometers of water and sewer as compared to larger municipalities, is a significant financial burden on system users for this essential necessity;



**NOW, THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of Loyalist Township supports the County of Renfrew's request to the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipalities Association (ROMA) and the Federation of Canadian Municipalities (FCM) to examine if the unaffordability of water and wastewater system operational costs is systemic provincially and nationally;

**AND THAT** if the unaffordability is determined to be systemic, provincial and federal governments appropriately fund an assistance program for smaller municipalities with financial oversight of drinking water and wastewater systems;

**AND THAT** a copy of this resolution be circulated to the Honourable Doug Ford, Premier of Ontario; the Honourable Kinga Surma, Minister of Infrastructure; the Honourable Paul Calandra, Minister of Municipal Affairs and Housing, the Honourable Andrea Khanjin, Minister of the Environment, Conservation and Parks, Ric Bresee, MPP Hastings - Lennox & Addington; the Association of Municipalities of Ontario; the Rural Ontario Municipal Association; and the Federation of Canadian Municipalities.

**Motion carried.**

Sincerely,

Anne Kantharajah  
Township Clerk  
[akantharajah@loyalist.ca](mailto:akantharajah@loyalist.ca)  
613-386-7351 Ext. 121

cc: the Honourable Kinga Surma, Minister of Infrastructure  
the Honourable Paul Calandra, Minister of Municipal Affairs and Housing  
the Honourable Andrea Khanjin, Minister of the Environment, Conservation and Parks  
Ric Bresee, MPP Hastings - Lennox & Addington;  
Association of Municipalities of Ontario  
Rural Ontario Municipal Association  
Federation of Canadian Municipalities  
Jim Hegadorn, Mayor, Loyalist Township  
Rebecca Murphy, CAO, Loyalist Township  
Councillor Willis, Loyalist Township  
Councillor Parks, Loyalist Township

**The Corporation of the Municipality of St. Charles  
RESOLUTION PAGE**



**Regular Meeting of Council**

**Agenda Number:** 8.8.

**Resolution Number** 2024-076

**Title:** Resolution stemming from February 21, 2024 Regular Meeting of Council - Item 10.1 - Correspondence #27

**Date:** March 20, 2024

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**Moved by:** Councillor Pothier

**Seconded by:** Councillor Loftus

**BE IT RESOLVED THAT** Council for the Corporation of the Municipality of St.-Charles hereby supports the Resolution passed by the Corporation of the City of Sarnia on January 15, 2024; and the support resolution passed by the Corporation of the Town of Plympton-Wyoming on February 14, 2024, regarding Carbon Tax;

**AND BE IF FURTHER RESOLVED THAT** a copy of this Resolution be sent to Prime Minister, Justin Trudeau; Premier Doug Ford; the Association of Municipalities of Ontario (AMO); our local Member of Parliament (MP); our local Member of Provincial Parliament (MPP); and all Ontario Municipalities.

**CARRIED**

  
MAYOR



The Right Honourable Justin Trudeau  
Prime Minister of Canada  
80 Wellington Street  
Ottawa, ON K1A 0A2  
[Justin.trudeau@parl.gc.ca](mailto:Justin.trudeau@parl.gc.ca)  
(sent via e-mail)

February 15<sup>th</sup>, 2024

Re: Carbon Tax

Please be advised that the Council of the Town of Plympton-Wyoming, at its meeting on February 14<sup>th</sup>, 2024, passed the following motion supporting the resolution from the City of Sarnia regarding Carbon Tax.

**Motion #12**

Moved by Councillor John van Klaveren

Seconded by Councillor Mike Vasey

That Council support correspondence item 'o' from the City of Sarnia regarding Carbon Tax.

***Carried.***

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at [eflynn@plympton-wyoming.ca](mailto:eflynn@plympton-wyoming.ca).

Sincerely,

Ella Flynn  
Executive Assistant – Deputy Clerk  
Town of Plympton-Wyoming

Cc: All Ontario municipalities



**THE CORPORATION OF THE CITY OF SARNIA  
City Clerk's Department**

255 Christina Street N. PO Box 3018  
Sarnia ON Canada N7T 7N2  
519-332-0330 (phone) 519-332-3995 (fax)  
519-332-2664 (TTY)  
[www.sarnia.ca](http://www.sarnia.ca) [clerks@sarnia.ca](mailto:clerks@sarnia.ca)

January 19, 2024

The Right Honourable Justin Trudeau  
Prime Minister of Canada  
80 Wellington Street  
Ottawa, ON K1A 0A2  
[Justin.trudeau@parl.gc.ca](mailto:Justin.trudeau@parl.gc.ca)

Dear Prime Minister:

**Re: Carbon Tax**

At its meeting held on January 15, 2024, Sarnia City Council adopted the following resolution:

***Whereas the federal government recently increased the carbon tax in April 2023 and will almost triple it by 2030; and***

***Whereas the Parliamentary Budget officer has admitted that when fiscal and economic impacts of the federal fuel charge are considered that the vast majority of households will see a staggering loss; and***

***Whereas this tax flows through from producers to transporters to the grocery store floor for our citizens; and***

***Whereas this tax does very little to reduce pollution and emissions; and***

***Whereas two thirds of Canadians are approximately \$200 away or less from not being able to pay all their bills at the end of the month; and***

***Therefore, be it resolved that Sarnia City Council write a Letter to the Federal government (and copied to other Municipalities for their consideration) strongly urging them to cancel the carbon tax which is financially hurting our citizens at a time***

***when affordability concerns are at an all-time high to ease the financial and inflationary pressure on our Citizens.***

Your consideration of this request is respectfully requested.

Yours Sincerely,

A handwritten signature in cursive script, appearing to read 'Amy Burkhart'.

Amy Burkhart  
City Clerk

cc: All Ontario Municipalities



The Corporation of the Municipality of St. Charles  
RESOLUTION PAGE



Regular Meeting of Council

**Agenda Number:** 8.6.

**Resolution Number** 2024-074

**Title:** Resolution stemming from February 21, 2024 Regular Meeting of Council - Item 10.1 - Correspondence #23

**Date:** March 20, 2024

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**Moved by:** Councillor Laframboise

**Seconded by:** Councillor Pothier

**BE IT RESOLVED THAT** Council for the Corporation of the Municipality of St.-Charles hereby supports the Resolution passed by the Corporation of the City of Cambridge on February 13, 2024, regarding catch and release justice;

**AND BE IF FURTHER RESOLVED THAT** a copy of this Resolution be sent to Prime Minister, Justin Trudeau; Minister of Justice and Attorney General of Canada, Arif Virani; Attorney General of Ontario, Doug Downey; Ontario Solicitor General, Michael Kerner; Premier Doug Ford; the Association of Municipalities of Ontario (AMO); our local Member of Parliament (MP); our local Member of Provincial Parliament (MPP); and all Ontario Municipalities.

**CARRIED**

  
MAYOR

**The Corporation of the City of Cambridge**  
**Corporate Services Department**  
**Clerk's Division**  
**Tel: (519) 740-4680 ext. 4585**  
**[mantond@cambridge.ca](mailto:mantond@cambridge.ca)**

February 14, 2024

**Re: Catch and Release**

At its Council Meeting of February 13, 2024, the Council of the Corporation of the City of Cambridge passed the following Motion:

**WHEREAS** this council believes that the safety of our community and its protection from crime in all its forms is of utmost importance.

**WHEREAS** our taxpayer-funded judicial system exists to protect the public, who in return for their tax dollars are entitled to a system that works.

**WHEREAS** the number of charges laid for failure to comply with court orders – primarily failure to comply with the terms of a promise to appear, undertaking, recognizance, probation order, or peace bond – are steadily on the rise in the province of Ontario.

**WHEREAS** there has been a notable increase in the number of violent offences committed in the province of Ontario by individuals who are concurrently subject to release orders.

**WHEREAS** the Ontario justice system is backlogged, court systems under strain, and police and prosecutors overwhelmed by their caseloads.

**WHEREAS** we have seen a dramatic lowering of the threshold for release, resulting in violent, serious, or repeat offenders who should by rights have been reasonably detained in custody, released on supervision plans that are increasingly deficient.

**WHEREAS** the general sense among the criminal population is that breaching bail conditions will not result in much by way of consequence for the offender, as evidenced by a clear pattern province-wide of unjustifiable release, a pattern which is bound to continue given insufficient resources to conduct Crown bail reviews, surety bond estreatment hearings, and ensure the subsequent collection of surety bond funds after judgment.

**WHEREAS** a 'catch and release' system constitutes a failure of government to perform a core function of its existence, that being the protection of public safety and that this failure constitutes a clear and present danger to the public.

**WHEREAS** the current hard drug crisis has contributed to a desperate criminal element that is exacting a significant financial and emotional toll on communities across Canada including Cambridge.

**WHEREAS** our police services are being demoralized by expending precious time and resources having to manage the repeated arrests of these habitual criminal offenders within a system that limits their ability to effectively protect the public.


**AND WHEREAS** this ineffective follow-through by our judicial system unfairly erodes the public's trust in our police services, who consequently become the target of frustrated and angry residents who feel they are no longer being protected from crime.

**AND WHEREAS** the increasing erosion of public faith and trust in our judicial system ultimately brings the administration of justice in the province of Ontario into disrepute and leads to a growing feeling amongst residents that they are no longer protected by a system perceived to prioritize the rights and freedoms of the criminal over the rights and safety of themselves and their families.

**NOW THEREFORE BE IT RESOLVED**, that the City Clerk for the City of Cambridge send a letter to the Right Honourable Justin Trudeau, Prime Minister of Canada, the Honourable Arif Virani, Minister of Justice and Attorney General of Canada, Attorney General of Ontario Doug Downey, Ontario Solicitor General Michael Kerzner, the Honourable Doug Ford Premier of Ontario, MP Bryan May, MP Valerie Bradford, MPP Jess Dixon, MPP Bryan Riddell, Police Chief Mark Crowell, Waterloo Regional Police Service, all Ontario Police Associations and Police Departments, Ontario Provincial Police, all Ontario MPPs and MPs, and all municipalities throughout Ontario for their endorsement consideration, requesting additional funding in Ontario's legal system to support a meaningful resistance to the current "catch and release" practice, including hiring sufficient court staff, with a specific focus on additional assistant Crown Attorneys.

Should you have any questions related to the approved resolution, please contact me.

Yours Truly,



Danielle Manton  
City Clerk

Cc: (via email)  
Hon. Prime Minister Trudeau  
Hon. Minister of Justice and Attorney General of Canada  
Attorney General of Ontario  
Ontario Solicitor General  
Hon. Premier Ford  
Ontario Police Associations  
Ontario Police Departments  
Ontario MPPs and MPs  
All Ontario Municipalities

**The Corporation of the Municipality of St. Charles  
RESOLUTION PAGE**



**Regular Meeting of Council**

**Agenda Number:** 8.7.

**Resolution Number** 2024-075

**Title:** Resolution stemming from February 21, 2024 Regular Meeting of Council - Item 10.1 - Correspondence #24

**Date:** March 20, 2024

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**Moved by:** Councillor Pothier

**Seconded by:** Councillor Lachance

**BE IT RESOLVED THAT** Council for the Corporation of the Municipality of St.-Charles hereby supports the Resolution passed by the Corporation of the Township of Coleman on November 20, 2023; and the support resolution passed by the Corporation of the Township of Lanark Highlands on January 23, 2024, regarding Conservation Officer reclassification;

**AND BE IF FURTHER RESOLVED THAT** a copy of this Resolution be sent to Premier Doug Ford; Minister of Natural Resources and Forestry, Graydon Smith; the Association of Municipalities of Ontario (AMO); our local Member of Provincial Parliament (MPP); and all Ontario Municipalities.

**CARRIED**

  
MAYOR



February 14<sup>th</sup>, 2024

Premier's Office  
Room 281  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1

**ATTENTION: Premier of Ontario**

Dear Premier Ford:

**RE: Resolution – Conservation Officer Reclassification**

Please be advised that the Council of the Corporation of the Township of Lanark Highlands passed the following resolution at their regular meeting held January 23<sup>rd</sup>, 2024:

*Moved by Councillor Roberts*

*Seconded by Councillor Summers*

**THAT**, Council supports the resolution from Coleman Township regarding Conservation Officer Reclassification;

**AND THAT**, this resolution of support be circulated to the Premiere of Ontario, the Minister of Natural Resources Graydon Smith, local Members of Parliament and all Ontario Municipalities.

**Resolved**

Sincerely,

Amanda Noël,  
Clerk/Acting CAO

Encls.

c.c. Minister of Natural Resources, Graydon Smith  
Local MP's and MPP's  
Association of Municipalities  
All Ontario Municipalities

**Resolution  
Regular Council Meeting**



**Agenda Number:** 9.4.  
**Resolution Number** 23-371  
**Title:** 23-R-49 Letter of Support - Conservation Officer Reclassification  
**Date:** Monday, November 20, 2023

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**Seconded by:** M. Lubbock

**Moved by:** S. Cote

WHEREAS Ontario has 196 field Conservation Officers including 6 canine handlers who provide protection to Municipalities Natural Resources and uphold public safety by enforcing hunting and firearm laws and investigate gruesome injuries and even deaths that result from hunting-related accidents; in addition, Conservation Officers are often First Responders and ensure public safety by facilitating evacuations and enforcing Emergency Area orders during forest fires during record breaking wildfires such as we witnessed this past summer; and

WHEREAS Conservation Officers perform comparable work to Police Officers and other Enforcement Officers within the province and are professional, armed Peace Officers trained to police standards and undergo the same training; and

WHEREAS Ontario Municipalities are required that their constituents are informed, and their interests are safeguarded and ensure they have access to outreach and natural resources compliance services; and

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of the Township of Coleman does here by support the Ontario Conservation Officer's Association (OCA) in their efforts to have Conservation Officers in the Province of Ontario reclassified as Enforcement Officers and be compensated fairly; and

FURTHER request the support of all Ontario Municipalities; and

FURTHERMORE, THAT this resolution with a letter of support be forwarded to Ontario Premiere Doug Ford, the Minister of Natural Resources Graydon Smith, the Local Provincial Member of Parliament (MPP) John Vanthof, Temiskaming Municipal Association and the Federation of Northern Ontario Municipalities.

**CARRIED**

**YES: 4**

**NO: 0**

**ABSENT: 0**

S. Cote

M. Lubbock

P. Rieux

L. Perry

Certified True Copy

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Christopher W. Oslund  
CAO/Clerk - Treasurer

**The Corporation of the Municipality of St. Charles  
RESOLUTION PAGE**



**Regular Meeting of Council**

**Agenda Number:** 8.2.

**Resolution Number** 2024-070

**Title:** Resolution stemming from February 21, 2024 Regular Meeting of Council - Item 10.1 - Correspondence #7, 28 and 30

**Date:** March 20, 2024

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**Moved by:** Councillor Loftus

**Seconded by:** Councillor Lachance

**BE IT RESOLVED THAT** Council for the Corporation of the Municipality of St.-Charles hereby supports the Resolution passed by the Corporation of the County of Prince Edward on January 16, 2024, and the support Resolutions passed by the Town of Plympton-Wyoming on February 14, 2024, and by the Township of McMurrich / Monteith on February 6, 2024, regarding expanding the life span of fire apparatus;

**AND BE IF FURTHER RESOLVED THAT** a copy of this Resolution be sent to Premier Doug Ford; Minister of Labour, Training, Immigration and Skilled Trades, David Piccini; Minister of Municipal Affairs and Housing, Paul Calandra; the Association of Municipalities of Ontario (AMO); our local Member of Provincial Parliament (MPP); and all Ontario Municipalities.

**CARRIED**

  
MAYOR



January 22, 2024

Please be advised that during the regular Council meeting of January 16, 2024 the following motion regarding support for the Province to expand the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements was carried:

**RESOLUTION NO. 2024-46**

**DATE:** January 16, 2024

**MOVED BY:** Councillor Nieman

**SECONDED BY:** Councillor Branderhorst

**WHEREAS** By-Law 3256-2013, being a By-Law to Establish, Maintain, and Operate a Fire Department established service level standards for the Corporation of the County of Prince Edward Fire Department;

**AND WHEREAS** apparatus and equipment are directly tied to the delivery of fire protection services authorized by Council in By-Law 3256-2013, and a safe, reliable and diverse fleet is required to serve operational needs;

**AND WHEREAS** fire Apparatus is governed by industry best practices, the application of law and recognized industry partners, including the Ontario Fire Service Section 21 Guidance Notes, National Fire Protection Association Standards, The Occupational Health and Safety Act, and Fire Underwriters Survey (FUS);

**AND WHEREAS** Fire Underwriters Survey (FUS) is a provider of data, underwriting, risk management and legal/regulatory services focusing on community fire-protection and fire prevention systems in Canada, establishing apparatus replacement schedules based on safety and risk mitigation practices;

**AND WHEREAS** on November 16, 2023, Council, received report FD-06-2023 regarding asset Management - Fire Apparatus Fleet Report and noted the budgetary pressures of meeting FUS replacement schedules;

**AND WHEREAS** no provincial funding is available for new fire trucks, yet, small and rural municipalities must meet the same standards set by FUS as larger municipalities for fire equipment, including additional pressure to move fire trucks out when they reach a specific age, even though they can still meet the safety regulations;

**THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of Prince Edward County direct the Mayor to draft a letter to MPP Minister Todd Smith requesting a meeting to discuss the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements; and

**THAT** the Mayor draft a letter to FUS requesting the creation of a new community fire-protection and fire prevention insurance system that does not put all municipalities under the same umbrella, with distinct categories for rural and urban municipalities;

**THAT** this resolution be sent to Premier Doug Ford, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, Paul Calandra, Minister of Municipal Affairs and Housing requesting a response on this matter within 30 days of receipt; and

**THAT** this resolution be shared with all 444 municipalities in Ontario, The Federation of Canadian Municipalities (FCM), The Association of Municipalities Ontario (AMO), and The Eastern Ontario Wardens' Caucus (EOWC).

**CARRIED**

Yours truly,



Catalina Blumenberg, **CLERK**

cc: Mayor Steve Ferguson, Councillor Nieman, Councillor Branderhorst, Marcia Wallace, CAO and Fire Chief Chad Brown



The Honourable Doug Ford  
Premier of Ontario  
[premier@ontario.ca](mailto:premier@ontario.ca)  
(sent via e-mail)

February 15<sup>th</sup>, 2024

Re: Expanding the Life of Fire Apparatus

Please be advised that the Council of the Town of Plympton-Wyoming, at its meeting on February 14<sup>th</sup>, 2024, passed the following motion supporting the resolution from Prince Edward County regarding Expanding the Life of Fire Apparatus.

**Motion #11**

Moved by Councillor Bob Woolvett  
Seconded by Councillor Kristen Rodrigues  
That Council support correspondence item 'r' from Prince Edward County regarding Expanding the Life of Fire Apparatus.

***Carried.***

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at [eflynn@plympton-wyoming.ca](mailto:eflynn@plympton-wyoming.ca).

Sincerely,

Ella Flynn  
Executive Assistant – Deputy Clerk  
Town of Plympton-Wyoming

Cc: Minister of Labour, Immigration, Training and Skills Development – David Piccini  
Minister of Municipal Affairs and Housing – Paul Calandra  
Federation of Canadian Municipalities  
Association of Municipalities of Ontario  
The Eastern Ontario Wardens' Caucus  
All Ontario Municipalities



## TOWNSHIP OF McMURRICH / MONTEITH

District of Parry Sound  
P.O. Box 70 31 William Street  
Sprucedale, Ontario P0A 1Y0  
Phone 705-685-7901 Fax 705-685-7393  
[www.mcmurrichmonteith.com](http://www.mcmurrichmonteith.com) E-Mail: [clerk@mcmurrichmonteith.com](mailto:clerk@mcmurrichmonteith.com)

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February 16, 2024

The Honourable Doug Ford  
Premier of Ontario  
[premier@ontario.ca](mailto:premier@ontario.ca)

Re: Expanding the Life of Fire Apparatus

Please be advised that the Council of the Township of McMurrich/Monteith, at its meeting on February 6<sup>th</sup>, 2024, pass the following motion supporting the resolution from Prince Edward County regarding Expanding the Life of Fire Apparatus.

Resolution #2024-53

Moved by: Vicky Roeder-Martin

Seconded by: Terry Currie

Be It Resolved that Council supports resolution 2024-46 from the County of Prince Edward relating to a request to the Province to expand the life span of fire apparatus, specifically pertaining to the replacement of fire trucks due to insurance requirements. Carried

If you have any questions regarding the above resolution, please do not hesitate to contact me by phone or email at [clerk@mcmurrichmonteith.com](mailto:clerk@mcmurrichmonteith.com)

Yours truly,

Cheryl Marshall  
Clerk-Treasurer

cc. Minister of Municipal Affairs and Housing – Paul Calandra  
Minister of Labour, Immigration, Training and Skills Development – David Piccini  
Federation of Canadian Municipalities  
Association of Municipalities of Ontario  
All Ontario Municipalities

**The Corporation of the Municipality of St. Charles  
RESOLUTION PAGE**



**Regular Meeting of Council**

**Agenda Number:** 8.3.

**Resolution Number** 2024-071

**Title:** Resolution stemming from February 21, 2024 Regular Meeting of Council - Item 10.1 - Correspondence #8

**Date:** March 20, 2024

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**Moved by:** Councillor Pothier

**Seconded by:** Councillor Laframboise

**BE IT RESOLVED THAT** Council for the Corporation of the Municipality of St.-Charles hereby supports the Resolution passed by Public Health Sudbury & Districts on January 18, 2024, regarding household food insecurity;

**AND BE IF FURTHER RESOLVED THAT** a copy of this Resolution be sent to Premier Doug Ford; Minister of Children, Community and Social Services, Michael Parsaco; Minister of Finance, Peter Bethlenfalvy; Minister of Municipal Affairs and Housing, Paul Calandra; Deputy Premier and Minister of Health, Sylvia Jones; the Association of Municipalities of Ontario (AMO); our local Member of Provincial Parliament (MPP); and all Ontario Municipalities.

**CARRIED**

  
MAYOR

January 24, 2024

VIA ELECTRONIC MAIL

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

Dear Recipient:

**Re: Household Food Insecurity**

At its meeting on January 18, 2024, the Board of Health carried the following resolution #06-24:

*WHEREAS food security is a chronic and worsening health issue as documented by annual local data on food affordability and as recognized by multiple Association of Local Public Health Agencies (ALPHA) resolutions: [A05-18](#) (Adequate Nutrition for Ontario Works and Ontario Disability Support Program), [A18-02](#) (Minimum Wage that is a Living Wage), [A15-04](#) (Basic Income Guarantee), and [A23-05](#) (Monitoring Food Affordability in Ontario and the Inadequacy of Social Assistance Rates)*

*THEREFORE BE IT RESOLVED THAT the Board of Health for Public Health Sudbury & Districts call on the provincial government to incorporate local food affordability findings in determining adequacy of social assistance rates to reflect the current costs of living and to index Ontario Works rates to inflation going forward; and*

*THAT in the context of the Public Health Strengthening roles and responsibilities deliberations, the Board of Health urge all health system partners to remain committed to population health assessment and surveillance as it relates to monitoring food environments and, specifically, to monitoring food affordability; and share this motion broadly with local and provincial stakeholders.*

**Sudbury**

1300 rue Paris Street  
Sudbury ON P3E 3A3  
t: 705.522.9200  
f: 705.522.5182

**Elm Place**

10 rue Elm Street  
Unit / Unité 130  
Sudbury ON P3C 5N3  
t: 705.522.9200  
f: 705.677.9611

**Sudbury East / Sudbury-Est**

1 rue King Street  
Box / Boîte 58  
St.-Charles ON P0M 2W0  
t: 705.222.9201  
f: 705.867.0474

**Espanola**

800 rue Centre Street  
Unit / Unité 100 C  
Espanola ON P5E 1J3  
t: 705.222.9202  
f: 705.869.5583

**Île Manitoulin Island**

6163 Highway / Route 542  
Box / Boîte 87  
Mindemoya ON P0P 1S0  
t: 705.370.9200  
f: 705.377.5580

**Chapleau**

34 rue Birch Street  
Box / Boîte 485  
Chapleau ON P0M 1K0  
t: 705.860.9200  
f: 705.864.0820

**toll-free / sans frais**

1.866.522.9200

[phsd.ca](http://phsd.ca)



Letter  
Re: Household Food Insecurity  
January 24, 2024  
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Household food insecurity is one of the strongest predictors of poor health, making it a serious public health issue (PROOF, 2023). Individuals who are food insecure are at higher risk of diet-related diseases like diabetes and are at higher risk for a wide range of chronic conditions such as depression and anxiety disorders, arthritis, and chronic pain. Household food insecurity leaves an indelible mark on children's health and well-being (PROOF, 2023). The experience of food insecurity in childhood is associated with mental health concerns throughout childhood and into early adulthood (PROOF, 2023). In Ontario, the healthcare costs of individuals who are the most food insecure can be more than double that of individuals who are food secure (PROOF, 2023, Tarasuk et al., 2015).

Thank you for your attention to this important issue – the solutions for which will not only help many Ontarians in need but also protect the sustainability of our critical health and social services resources.

Sincerely,



Penny Sutcliffe, MD, MHSc, FRCPC  
Medical Officer of Health and Chief Executive Officer

cc: Honourable Michael Parsa, Minister of Children, Community and Social Services  
Honourable Peter Bthlenfalvy, Ministry of Finance  
Honourable Paul Calandra, Minister of Municipal Affairs and Housing  
Honourable Sylvia Jones, Deputy Premier and Minister of Health  
France Gélinas, Member of Provincial Parliament, Nickel Belt  
Jamie West, Member of Provincial Parliament, Sudbury  
Michael Mantha, Member of Provincial Parliament, Algoma-Manitoulin  
Dr. Kieran Moore, Chief Medical Officer of Health  
Jacqueline Edwards and Jennifer Babin-Fenske, Co-chairs, Greater Sudbury Food Policy Council  
Richard Lathwell, Local Food Manitoulin  
Colleen Hill, Executive Director, Manitoulin Family Resources  
All Ontario Boards of Health  
Association of Local Public Health Agencies



Letter  
Re: Household Food Insecurity  
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PROOF (2023). What are the implications of food insecurity for health and health care? Identifying Policy Options to Reduce Household Food Insecurity in Canada. Retrieved from:  
<https://proof.utoronto.ca/food-insecurity/what-are-the-implications-of-food-insecurity-for-health-andhealth-care/>

Tarasuk, V., Cheng, J., de Oliveira, C., Dachner, N., Gundersen, C., Kurdyak, P. (2015). Association between household food insecurity and annual healthcare costs. Canadian Medical Association Journal. 1 87 (14) E429-E436. DOI: <https://doi.org/10.1503/cmaj.150234>



**The Corporation of the Municipality of St. Charles  
RESOLUTION PAGE**



**Regular Meeting of Council**

**Agenda Number:** 8.5.

**Resolution Number** 2024-073

**Title:** Resolution stemming from February 21, 2024 Regular Meeting of Council - Item 10.1 - Correspondence #16

**Date:** March 20, 2024

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**Moved by:** Councillor Lachance

**Seconded by:** Councillor Loftus

**BE IT RESOLVED THAT** Council for the Corporation of the Municipality of St.-Charles hereby supports the Resolution passed by the Corporation of the Municipality of Calvin on January 30, 2024, regarding provincial and national fire fighting strategy;

**AND BE IF FURTHER RESOLVED THAT** a copy of this Resolution be sent to Prime Minister, Justin Trudeau; Minister of National Defence, Bill Blair; Premier Doug Ford; Minister of Natural Resources and Forestry, Graydon Smith; Minister of Economic Development, Vic Fidei; the Association of Municipalities of Ontario (AMO); our local Member of Parliament (MP); our local Member of Provincial Parliament (MPP); and all Ontario Municipalities.

**CARRIED**

  
MAYOR



# Corporation of the Municipality of Calvin

## Council Resolution

**Date:** January 30, 2024

**Resolution Number:** 2024-31

**Moved By:** Councillor Moreton

**Seconded By:** Councillor Manson

**Background:** Before Calvin township became a township, it was burned by numerous forest fires. This was before the time of fire towers, water bombers, and municipal fire departments. A 1881 report from Lawrence Tallan, Provincial Land surveyor, states: *"The township of Calvin has been traversed by repeated and severe fires – so well have the flames done their work that with the exception of an insignificant portion, scarcely a vestige of the original timber remains."*

History has a way of repeating itself, and now rural municipalities and remote areas need more than ever to be prepared to respond to forest fires. Invasive pests like the emerald ash borer and the spruce bud worm are killing large numbers of trees, leaving copious amounts of dry kindling in our forests just waiting for a careless human or a lightning strike. Our forests are choked with deadfall and forest fires are becoming increasingly difficult to control. Add to this the effects of rising temperatures and drier seasons, or climate change, and we could be facing increasingly disastrous forest fires. This is not the time to be caught short with limited forest fire-fighting resources.

Jordan Omstead of the Canadian Press recently wrote: "But as Canada's water bombers age – and wildfire seasons are expected to intensify – some wildland

firefighters and emergency preparedness experts say the country needs to prop up its fleet of firefighting aircraft, even though several provinces are playing down concerns about capacity.” He quotes Eric Davidson, president of the Ontario Professional Association of Wildland Firefighters, “We’re really starting to see the effect of the aging fleet.”

The article further states the John Gradek, lecturer at McGill University estimates that almost half of the larger water bombers used to fight Canadian forest fires are nearing the end of their service life.

However, a Canadian company making a large skimmer-style water bomber is backed up with orders from European countries until the end of the decade.

Ontario has its own fleet of aircraft. They have 20 fixed-wing aircraft which includes 9 CL215 and CL415 water bombers that are 24 years old on average. The remaining 11 aircraft are an average of 54 years old. Melissa Candelaria, a spokesperson for Minister Graydon Smith says the MNR can handle Ontario fires with these aircraft, but Jennifer Kamau, communications manager for the Canada Interagency Forest Fire Centre, CIFFC, noted that other provinces contract out firebombers and last year there was a strain in Canada to get the resources to areas in need because there were so many fires across the country at the same time and very few aircraft available.

Peter Zimonjic of the CBC quoted the Canadian Association of Fire Chiefs (CAFC) President Ken McMullen, “It's not often that the fire chiefs sound the alarm. We are very concerned about this impending crisis that the summer of 2024 and beyond is going to bring our sector.”

In 2023 we all smelled the smoke and saw the sky turn brown. Buildings can be replaced, but lives cannot. And once an area is burned it takes more than a lifetime for it to return to its original state.

**WHEREAS** Forest fires are a very real threat to rural municipalities.



**AND WHEREAS** smoke from forest fires put people's health at risk. This is especially true of children and the elderly. The David Suzuki Foundation reports that wildfires kill many thousands of people per year and most of the deaths are from smoke inhalation.

**AND WHEREAS** forest fires are a very real danger to the climate and according to The Guardian, in 2023 they emitted three times as much carbon as the entire carbon footprint of Canada.

**AND WHEREAS** according to the John Crace interview in The Guardian with William Kurz, a retired scientist with Natural Resources Canada, around two billion tonnes of carbon have been released into the atmosphere from forest fires in 2023.

**AND WHEREAS** carbon emissions from forest fires are not counted against Canada's Paris agreement commitments, according to Kurz, but they far exceeded all of the emissions tied to Canada's economy (670 mega tonnes, or 0.67 billion tonnes, according to Environment and Climate Change Canada).

**AND WHEREAS** that standing healthy forest serves as a carbon sink, drawing in carbon, but once destroyed by fire, even though second growth takes its place, it is much less effective for many decades.

**AND WHEREAS** the federal government owns no water bombers and assists the provinces through the CIFFC, Canadian Interagency Forest Fire Centre, a spokesperson with CIFFC says that last year there were too many requests and not enough inventory to meet the needs of the country.

**AND WHEREAS** as reported by De Havilland Canada who manufacture the Canadian made water bomber, they have contracts with European countries for the next 22 of its new DHC-515 planes, which will take until 2029 or 2030 to complete and there will be very little production available to replace the aging water bombers in Ontario and the rest of Canada.

**NOW THEREFORE BE IT RESOLVED THAT** the council of the Corporation of Calvin Township urges and encourages the Federal Government to commit additional funds for cost sharing of provincial firefighting and to consider the development of a national strategy of firefighting. Furthermore, we urge the federal government to consider the measures necessary for acquiring a national fleet of Canadian-made waterbombers, with home bases strategically located to best serve and respond to the needs of rural communities, and a national fire administration to better coordinate and manage efforts across the country. We also encourage the introduction of a program similar to the Joint Emergency Preparedness Program (JEPP) which was ended in 2013.

And we encourage Minister Graydon Smith to step up the on-the-ground firefighting capability and water bomber acquisitions in Ontario.

**AND THAT** this resolution be forwarded to The Right Honourable Justin Trudeau, Prime Minister of Canada, The Honourable Bill Blair, Minister of National Defence, The Honourable Doug Ford, Premier of Ontario, The Honourable Graydon Smith, Minister of Natural Resources and Forestry of Ontario, The Honourable Vic Fideli, Minister of Economic Development Ontario, the Federation of Canadian Municipalities (FMC) and the Association of Municipalities Ontario (AMO).

**AND THAT** this resolution be shared with all 444 municipalities in Ontario for their consideration and adoption.

**Results: Carried**

**Recorded Vote:**

<u>Member of Council</u>	<u>In Favour</u>	<u>Opposed</u>
Mayor Gould	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Moreton	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Latimer	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Grant	<input type="checkbox"/>	<input type="checkbox"/>
Councillor Manson	<input type="checkbox"/>	<input type="checkbox"/>

**The Corporation of the Municipality of St. Charles  
RESOLUTION PAGE**



**Regular Meeting of Council**

**Agenda Number:** 8.4.

**Resolution Number** 2024-072

**Title:** Resolution stemming from February 21, 2024 Regular Meeting of Council - Item 10.1 - Correspondence #10 and 20

**Date:** March 20, 2024

---

**Moved by:** Councillor Loftus

**Seconded by:** Councillor Pothier

**WHEREAS** current provincial - municipal fiscal arrangements are undermining Ontario's economic prosperity and quality of life;

**AND WHEREAS** nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 Billion a year;

**AND WHEREAS** municipal revenues, such as property taxes, do not grow with the economy or inflation;

**AND WHEREAS** unprecedented population and housing growth will require significant investments in municipal infrastructure;

**AND WHEREAS** municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises;

**AND WHEREAS** inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity;

**AND WHEREAS** property taxpayers – including people on fixed incomes and small businesses – can not afford to subsidize income re-distribution programs for those most in need;

**AND WHEREAS** the province can, and should, invest more in the prosperity of communities;

**AND WHEREAS** municipalities and the provincial government have a strong history of collaboration; **BE**

**IT THEREFORE RESOLVED THAT** the Corporation of the Municipality of St.-Charles requests that the Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario;

**AND BE IF FURTHER RESOLVED THAT** a copy of this Resolution be sent to Premier Doug Ford; Minister of Finance, Peter Bethlenfalvy; Minister of Municipal Affairs and Housing, Paul Calandra; the Association of Municipalities of Ontario (AMO); the Federation of Northern Ontario Municipalities (FONOM); our local Member of Provincial Parliament (MPP); and all Ontario Municipalities.

**CARRIED**

  
MAYOR



Office of the Warden, C.A.O. & Clerk  
Hastings County

235 Pinnacle St. Postal Bag 4400,  
Belleville ON K8N 3A9

Tel: (613) 966-1311

Fax: (613) 966-2574

[www.hastingscounty.com](http://www.hastingscounty.com)

April 17, 2024

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

**Delivered via email**

[doug.fordco@pc.ola.org](mailto:doug.fordco@pc.ola.org)  
[premier@ontario.ca](mailto:premier@ontario.ca)

RE: Hastings County Motion regarding sustainable infrastructure funding for small rural municipalities

Please be advised that Hastings County Council, at its meeting held on March 28, 2024, passed the following resolution:

**WHEREAS** Ontario's small rural municipalities face insurmountable challenges to fund both upfront investments and ongoing maintenance of their capital assets including roads and bridges and water wastewater and municipally owned buildings including recreational facilities and libraries;

**WHEREAS** in 2018, the Ontario government mandated all Ontario municipalities to develop capital asset management plans with the stipulation that they be considered in the development of the annual budget;

**WHEREAS** small rural municipalities (of 10,000 people or less) are facing monumental infrastructure deficits that cannot be adequately addressed through property tax revenue alone;

**WHEREAS** the only application approved through the recently awarded Housing Accelerator Fund to a small rural municipality was to Marathon Ontario, who received an allocation of \$1.9 million dollars while over \$1.369 billion going to Ontario's large urban centres, resulting in a 0.2% investment in rural Ontario;



**WHEREAS** the Ontario Government has committed \$9.1 billion to Toronto alone to assist with operating deficits and the repatriation of the Don Valley and Gardner Expressway;

**WHEREAS** small rural Ontario cannot keep pace with the capital investments required over the next 20 years unless both the Provincial and Federal Governments come forward with new sustainable infrastructure funding;

**WHEREAS** it is apparent that both the Federal and Ontario Governments have neglected to recognize the needs of small rural Ontario;

**NOW THEREFORE BE IT RESOLVED THAT** Hastings County call on the Ontario and Federal Government to implement sustainable infrastructure funding for small rural municipalities;

**AND THAT** small rural municipalities are not overlooked and disregarded on future applications for funding;

**AND THAT** both the Federal and Ontario Governments begin by acknowledging that there is an insurmountable debt facing small rural municipalities;

**AND THAT** both the Federal and Ontario Governments immediately commission a Working Group that includes a member of the Eastern Ontario Wardens Caucus, to develop a plan on how to deal with the impending debt dilemma;

**AND FINALLY THAT** this resolution be forwarded to The Honourable Justin Trudeau, Prime Minister of Canada, The Honourable Sean Fraser, Minister of Housing, Infrastructure and Communities of Canada; Michel Tremblay Acting President and CEO, Canada Mortgage and Housing Corporation; The Honourable Doug Ford, Premier of Ontario; The Honourable Kinga Surma, Ontario Minister of Infrastructure; The Honourable Paul Calandra, Ontario Minister of Municipal Affairs and Housing; MP Shelby Kramp-Neuman, Hastings-Lennox Addington; MPP Ric Bresee Hastings-Lennox Addington, AMO, ROMA, FCM, Eastern Ontario Wardens' Caucus and all Municipalities in Ontario.

If you have any questions regarding the above motion, please do not hesitate to contact me directly.

Sincerely,



Cathy Bradley  
Director of Legislative Services

April 16, 2024

Conservation Authorities and  
Natural Hazards Section  
Ministry of Natural Resources and  
Forestry – RPDPB  
By E-mail: [ca.office@ontario.ca](mailto:ca.office@ontario.ca)

Matthew Rae  
MPP for Perth-Wellington  
By E-mail: [matthew.rae@pc.ola.org](mailto:matthew.rae@pc.ola.org)

**RE: Conservation Authorities Act**

Please note that in response to the attached Ministry of Natural Resources and Forestry's proposal "Regulation detailing new Minister's Permit and Review powers under the Conservation Authorities Act" on April 5, 2024, Council of the Municipality of West Perth at its Regular Council Meeting held on April 15, 2024, passed the following resolution:

RESOLUTION: 122/24

Moved By: Councillor Trentowsky

Seconded by: Councillor Duck

CARRIED

"That the Council for the Municipality of West Perth recommends to the province that any proposed changes contemplated by the province be put on hold until such time that the planning statement is finalized by the province and communicated to the municipalities and that this motion be circulated to the Association of Municipalities of Ontario (AMO) All Ontario Municipalities for support."

If you require further information, please do not hesitate to contact the Clerk's Department.



Daniel Hobson  
Manager of Legislative Services/Clerk  
Municipality of West Perth

cc: Matthew Rae, MPP for Perth-Wellington  
Association of Municipalities of Ontario (AMO)  
All Ontario Municipalities

# Regulation detailing new Minister’s Permit and Review powers under the Conservation Authorities Act.

ERO (Environmental Registry of Ontario) number	019-8320
Notice type	Regulation
Act	Conservation Authorities Act, R.S.O. 1990
Posted by	Ministry of Natural Resources and Forestry
Notice stage	Proposal
Proposal posted	April 5, 2024
Comment period	April 5, 2024 - May 6, 2024 (31 days) Open
Last updated	April 5, 2024

This consultation closes at 11:59 p.m. on:  
**May 6, 2024**

## Proposal summary

We are proposing a regulation specifying the circumstances under which the Minister may issue an order to prevent a conservation authority from making a permitting decision and make the permitting decision in the place of a conservation authority or may undertake a review of a conservation authority permitting decision.

## Proposal details

Conservation authorities regulate development and other activities through a permitting process under the *Conservation Authorities Act* for the purposes of natural hazard management and to protect people and property from natural hazards, such as flooding and erosion. Each conservation authority implements the permitting framework based on provincial legislation, regulatory

requirements, and technical standards, as well as conservation authority board-approved policies that outline how the conservation authority administers regulations locally.

Recently proclaimed provisions in the *Conservation Authorities Act* and associated regulations came into effect on April 1, 2024, including new powers for the Minister to 1) issue an order to prevent a conservation authority from issuing a permit and to take over the permitting process in the place of a conservation authority, and 2) review a conservation authority permit decision at the request of the applicant.

The Ministry is proposing a regulation which would set out the circumstances under which these powers could be used. If the regulation is approved, public guidance would be made available on the criteria and processes outlined in the regulation.

## **1. Permits issued by the Minister**

Existing requirements under the *Conservation Authorities Act* regarding permits issued by the Minister under section 28.1.1 include:

- The Minister may issue an order directing a conservation authority not to issue a permit to a specific individual to engage in a specified activity, or to persons who may wish to engage in a certain type or class of activity, that would be prohibited under section 28 without a permit.
- The Minister's decision to issue an order is discretionary, and it may be issued either before or after an application for a permit has been submitted to the relevant conservation authority.
- Notice of any order must be provided to affected conservation authorities, any person who applied for the permit in question prior to the order and be posted on the Environmental Registry of Ontario (ERO (Environmental Registry of Ontario)) within 30-days.
- If an order made, the Minister has the power to issue a permit in place of the conservation authority. When making a permitting decision, the Minister is required to satisfy the same criteria concerning natural hazards and public safety that are considered by conservation authorities. This includes whether the activity is likely to affect the control of flooding, erosion, dynamic beaches or unstable soil or

bedrock. It also must consider whether the activity is likely to create conditions or circumstances that, in the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property.

- The Minister may refuse the permit or issue a permit subject to such conditions as the Minister determines are appropriate.

### **Proposed additional requirements that would be set out in regulation include:**

- The Minister may make an order to prevent a conservation authority from making a permitting decision and take over the permitting process only if the development activity or type or class of permits pertains to or supports a specified provincial interest, including:
  - Housing (community, affordable and market-based)
  - Community services (health, long-term care, education, recreation socio-cultural, security and safety, environment)
  - Transportation infrastructure
  - Buildings that facilitate economic development or employment
  - Mixed use developments
- If a proponent wishes to petition the Minister to issue an order, the proponent must submit a request to the Minister that would include information on:
  - Overview of proposed development.
  - Why the Minister's involvement is requested (e.g., development of provincial interest, timing/urgency; permitting process to date if applicable; other barriers) and preferable to the standard process in the *Conservation Authorities Act*.
  - Indication of whether the local municipality has endorsed the project and the request for Minister's involvement (e.g., by municipal letter or resolution).
  - Status of other required project approvals including the extent of any engagement with the conservation authority in the permitting process that the applicant has had to date.

## 2. Permits reviewed by the Minister

Existing requirements under the *Conservation Authorities Act* relating to requests for review under section 28.1.2 regarding permits where there is an order made by the Minister of Municipal Affairs and Housing under section 34.1 or 47 of the *Planning Act* and section 28.1 regarding all other conservation authority permits include:

- An applicant who has been refused a permit or had conditions attached to a permit by a conservation authority to which the applicant objects can, within 15-days of receiving reasons for the authority's decision, submit a request to the Minister for the Minister to review the authority's decision. Alternatively, an applicant also has the option to appeal the authority's decision to the Ontario Land Tribunal.
- After receiving a request, the Minister has 30-days in which to decide whether or not they intend to conduct a review. If the Minister decides to conduct the review, a notice shall be posted on the ERO (Environmental Registry of Ontario) within 30-days of a reply indicating the Minister intends to review the decision by the authority. If the Minister does not reply within 30-days of the request, this is deemed to indicate that the Minister does not intend to conduct a review.
- After conducting a review, the Minister may confirm or vary the authority's decision or make any decision that the Minister considers appropriate, including issuing the permit subject to conditions.
- The Minister is required to base the decision on same criteria concerning natural hazards and public safety that are considered by conservation authorities. This includes whether the activity is likely to affect the control of flooding, erosion, dynamic beaches or unstable soil or bedrock. It also must consider whether the activity is likely to create conditions or circumstances that, in the event of a natural hazard, might jeopardize the health or safety of persons or result in the damage or destruction of property.

**Proposed additional requirements that would be set out in regulation include:**

- The Minister may conduct a review of a conservation authority permit decision only if the development activity pertains to or supports a development of specified provincial interest, including:
  - Housing (community, affordable and market-based)

- Community services (health, long-term care, education, recreation socio-cultural, security and safety, environment)
- Transportation infrastructure
- Buildings that facilitate economic development or employment
- Mixed use developments

Note: This criteria would not apply to permit reviews under section 28.1.2 regarding permits where there is an order made by the Minister of Municipal Affairs and Housing under section 34.1 or 47 of the *Planning Act*.

- The request submitted to the Minister for a review would include information on:
  - Overview of proposed development.
  - If the request relates to conditions imposed by the conservation authority to which the applicant objects, identification of the specific conditions that are subject to the request for review, the changes requested to the conditions and the rationale in support of the requested changes.
  - If the request relates to an authority's decision to refuse a permit, the rationale in support of requesting that the Minister varies the decision and issues the permit.
  - Why the Minister's involvement is requested (e.g., development of provincial interest, timing/urgency; permitting process to date; other barriers) and preferable to alternative mechanisms in the *Conservation Authorities Act*.
  - Indication of whether the local municipality has endorsed the project and/or the request for Minister's involvement (e.g., by municipal letter or resolution).
  - Status of other required project approvals.

## Regulatory impact analysis

By clearly communicating the circumstances under which the Minister would consider whether to issue an order to prevent a conservation authority from making a permitting decision and to make permitting decisions in place of a conservation authority or to review a conservation authority permitting decision, this proposal would ensure that development proponents pursue the appropriate permitting channel. Efficiently navigating the permitting process is



expected to help save proponents time and resources. We expect that there will be some minor administrative costs for development proponents based on the time needed to learn about and understand the proposed changes.

## Supporting materials

### Related links

Conservation Authorities Act

(<https://www.ontario.ca/laws/statute/90c27#BK43>)

O. Reg. 41/24: Prohibited Activities, Exemptions and Permits

(<https://www.ontario.ca/laws/regulation/240041>)

### View materials in person

Some supporting materials may not be available online. If this is the case, you can request to view the materials in person.

Get in touch with the office listed below to find out if materials are available.

MNRF - RPD PB - Resources Development Section  
300 Water Street  
2nd Floor South  
Peterborough, ON  
K9J 3C7  
Canada

## Comment

Let us know what you think of our proposal.

Have questions? Get in touch with the contact person below. Please include the ERO (Environmental Registry of Ontario) number for this notice in your email or letter to the contact.

[Read our commenting and privacy policies. \(/page/commenting-privacy\)](#)

## Submit by mail

Conservation Authorities and  
Natural Hazards Section

Ministry of Natural Resources and  
Forestry - RPDPB

300 Water Street

2nd Floor South Tower

Peterborough, ON

K9J 3C7

Canada

## Connect with US

### Contact

Conservation Authorities and  
Natural Hazards Section



[ca.office@ontario.ca](mailto:ca.office@ontario.ca)



**The Corporation of The Township of The Archipelago  
Council Meeting**

**Agenda Number:** 15.8.

**Resolution Number** 24-082

**Title:** Public Health Ontario proposes phasing out free water testing for private wells

**Date:** Friday, April 19, 2024

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**Moved by:** Councillor Manners

**Seconded by:** Councillor MacLeod

**WHEREAS** the Ontario Auditor General's annual report on public health from December 2023 indicates that Public Health Ontario is proposing the phasing-out of free provincial water testing services for private drinking water; and

**WHEREAS** free private drinking water testing services has played a pivotal role in safeguarding public health, particularly in rural communities, including the entire Township of The Archipelago, that rely predominantly on private drinking water; and

**WHEREAS** the removal of free private drinking water testing could lead to a reduction in testing, potentially increasing the risk of waterborne diseases in these vulnerable populations; and

**WHEREAS** the tragic events in Walkerton, Ontario underscored the critical importance of safe drinking water.

**NOW THEREFORE BE IT RESOLVED** that The Township of The Archipelago hereby requests that the Province reconsider and ultimately decide against the proposed phasing-out of free private drinking water testing services.

**FURTHER BE IT RESOLVED** that this resolution be sent to all Ontario municipalities, Minister of Environment Conservation and Parks, Minister of Health, North Bay Parry Sound District Health Unit, Graydon Smith, MPP Parry Sound-Muskoka.

**Carried**



Office of the Auditor General of Ontario

Value-for-Money Audit:  
Public Health  
Ontario



*December 2023*

# Public Health Ontario

## 1.0 Summary

Public Health Ontario is an independent, board-governed agency with a broad mandate to provide scientific and technical advice and support to those working across health-related sectors to protect and improve the health of Ontarians. This includes carrying out and supporting activities such as population health assessment, public health research, surveillance, epidemiology, and planning and evaluation. Established in 2007 following the SARS outbreak in 2003, Public Health Ontario is one of the three pillars of Ontario's public health system, consisting of 34 local public health units and the Ministry of Health (Ministry), which exercises its authority in the area of public health primarily through the Office of the Chief Medical Officer of Health.

Public Health Ontario supports areas such as preventing and controlling infections and the spread of communicable diseases, improving environmental health and preventing chronic diseases, and operates Ontario's public health laboratory. Public Health Ontario provided public health and testing expertise during the COVID-19 pandemic, for example, in the area of vaccine safety, through its surveillance of adverse events following immunization.

The Ministry is the primary funder of Public Health Ontario. The agency spends the majority of its annual funding, which was about \$222 million in 2022/23, on operating the province's 11 public health laboratory sites. Ontarians relied on the agency's public health laboratory to perform 6.8 million tests in 2022/23 for diseases that include HIV, syphilis, tuberculosis, influenza, COVID-19 and West Nile virus. The laboratory

also carries out all required testing relating to outbreaks and investigations in Ontario, and has the capability of diagnosing pathogens requiring a high level of biosecurity and safety measures.

In early 2019, the Province announced its intention to modernize Ontario's public health system. A 2019 discussion paper to support the provincial plan outlined the key challenges facing public health. The paper noted the importance of working toward clearer and better aligned roles and responsibilities between the Province, Public Health Ontario and local public health units. In particular, it stated Public Health Ontario's potential to strengthen public health functions if these are co-ordinated or provided at the provincial level. The government revised its approach to modernizing the public health system in August 2023 to include a review of standards that govern the work of public health units, the roles and responsibilities that all three pillars of the public health system play, as well as their relationships and alignment across and beyond the broader health-care system.

Our audit found that Public Health Ontario has been unable to meet a number of its legislated responsibilities under the *Ontario Agency for Health Protection and Promotion Act, 2007*. This is partially due to a lack of direction from the Ministry to perform at its full potential. This includes a continued lack of clarity on roles and responsibilities in an evolving health-care system that saw the introduction of a new health agency, Ontario Health, that became operational in 2019. Though Public Health Ontario is responsible for providing scientific and technical advice and support to clients in the government, it was not consulted on some critical decisions concerning public health, such as the health impacts of increased access to gambling



and alcohol in recent years, and it did not address these topics independently.

We also found that lack of information sharing between the Ministry, public health units and Public Health Ontario has limited the agency's ability to centralize and co-ordinate work effectively in the area of research and evidence synthesis (a research methodology involving collecting the best available evidence on a given topic and summarizing it to inform best practice). This has resulted in duplication of efforts between provincial and local public health entities. From our work, we noted examples where multiple public health units have independently developed local resources in areas including key public health issues such as mental health and alcohol, when it would have been more cost-effective for Public Health Ontario to develop resources centrally.

Further, we found that Public Health Ontario's laboratory sites, where about 70% of its financial resources are allocated, were not operating efficiently. We found that three sites were able to perform tests on only 9% to 20% of the samples and specimens they receive, transferring the remainder of samples to other laboratory sites. Each of these three sites had base operating costs ranging from \$5 million to \$10 million over the last five years. The agency explained that transferring out laboratory tests to other sites was necessary for reasons that included lack of expertise or lack of sufficient volume to maintain competency of laboratory personnel in a specific test, lack of equipment to conduct certain tests, and efficiencies to achieve economy of scale. The agency developed a plan collaboratively with the Ministry in 2017 to modernize its laboratory operations by consolidating resources into fewer laboratory sites and discontinuing or restricting eligibility for certain tests; however, the government still had not approved the plan at the time of our audit. The Ministry stated this was due to reasons that include the COVID-19 pandemic and more recent recommendations relating to provincial laboratory optimization from an external consulting firm. We also found that the agency was not taking the lead in performing or co-ordinating testing for the surveillance of some diseases of public health significance.

These include a laboratory test to detect latent tuberculosis—a disease of public health significance that can disproportionately affect Indigenous people and newcomers to Ontario—as well as wastewater testing for the detection of COVID-19, which is currently led by another Ministry.

Other observations of this audit include:

- **Public Health Ontario is challenged by a lack of sustainable funding from the Ministry of Health.** We found that since 2019/20, Public Health Ontario has seen limited increases in base funding, and has had some of its base funding replaced by one-time annual funding. While the Ministry has increased base funding since 2020/21, it has still not restored it to pre-pandemic levels. This lack of consistent funding threatens Public Health Ontario's ability to fully deliver on its mandate, and hinders the agency's ability to continue to provide services. For example, the agency has begun to explore options to scale back or dismantle the operations of a committee designed to enhance provincial capacity to respond to public health emergencies.
- **Public Health Ontario did not adequately monitor compliance with procurement policies.** We found that Public Health Ontario has not always followed the Ontario Public Service Procurement Directive, as well as the agency's own corporate procurement policy. From 2018/19 to 2022/23, Public Health Ontario staff at various laboratory sites were using their purchasing cards to make recurring purchases of laboratory and health-care supplies from the same vendor, instead of engaging in competitive procurement as required by internal policies. The agency provided explanations for why it used purchasing cards for recurring transactions with two of the top vendors. For the remaining 28 vendors, we found that annual transaction values over this same period ranged from \$25,133 to \$222,283. We further found that Public Health Ontario does not have a formal process to track vendor performance

and non-compliance, even though the Directive requires vendor performance to be managed and documented.

- **Public Health Ontario mostly measures outputs but little in the way of client satisfaction or service quality.** The agency establishes performance indicators as well as targets in its annual business plans; however, these indicators mostly focus on quantifying the output of the agency's operational activities rather than client satisfaction and actual performance of its core activities, making it difficult for the agency to demonstrate that it has been effective in meeting the needs of its clients. We also found that the agency's performance indicators do not cover all of its key functions, for example, the performance of its research ethics committee, which provides ethics reviews to 26 of Ontario's 34 public health units, to measure the turnaround time of its reviews.
- **Public Health Ontario's information technology (IT) processes need improvement.** We examined Public Health Ontario's IT controls and processes related to user account management, cybersecurity and software management. Due to the nature of these findings and so as to minimize the risk of exposure for Public Health Ontario, we provided relevant details of our findings and recommendations directly to Public Health Ontario. Public Health Ontario agreed with the recommendations and committed to implementing them.

This report contains 10 recommendations, with 24 action items, to address our audit findings and to position Public Health Ontario for success to continue to contribute to the overall health of Ontarians as a public health agency, independent from the government.

## Overall Conclusion

Our audit concluded that Public Health Ontario has delivered on some areas of its mandate as set out in the *Ontario Agency for Health Protection and Promotion Act, 2007* (Act), but does not yet sufficiently collaborate

with the Ministry of Health and local public health units to clearly define and ascertain the agency's role in areas such as undertaking public health research, disseminating knowledge, and delivering public health laboratory services to more effectively protect and promote the health of the people in Ontario and reduce health inequities.

We also concluded that Public Health Ontario mostly measures outputs but little in the way of client satisfaction or service quality, and that the agency's suite of performance indicators does not cover all of its key functions.

## OVERALL PUBLIC HEALTH ONTARIO RESPONSE

Public Health Ontario thanks the Auditor General for this comprehensive value-for-money audit report.

Public Health Ontario is committed to fulfilling our mission to enhance the protection and promotion of the health of the people in Ontario and to contribute efforts toward reducing health inequities. By providing scientific and technical advice and leadership to support our clients across the public health and health systems, we enable evidence-informed public health action and decision-making.

In consideration of our role in the province, we recognize the importance of continuing to strive to improve our operations and enhance the quality of our services and products. As such, we appreciate the independent review of our organization by the Auditor General and the recommendations brought forward, all of which we have accepted and have plans to address.

When interpreting the findings of the report, it is important to note that the time frame covered by the audit includes more than three years during which Public Health Ontario was actively engaged in the COVID-19 pandemic response. Public Health Ontario, like other public health organizations, was greatly affected by the extraordinary demands of the pandemic. Due to the need to dedicate considerable resources to the pandemic, some areas of

our work did not progress as planned during this period, such as efforts to reduce purchasing card usage in the laboratory and expand our outcome-based performance measures.

As we are now in the process of returning to a “new normal” for the public health system in Ontario, Public Health Ontario is leveraging the lessons learned during the pandemic to inform the development of our next strategic plan covering the years 2024–29. The insights shared through this audit are helpful inputs that will support us in our commitment to continuous quality improvement and further enhance our leadership role within the public health system.

## 2.0 Background

### 2.1 Overview of Public Health Ontario

The Ontario Agency for Health Protection and Promotion (also known as Public Health Ontario) was established in 2007 as an independent, board-governed agency, primarily funded by the Ministry of Health (Ministry) in response to Ontario’s challenges faced during SARS, a global respiratory outbreak that affected Ontario and other parts of Canada in 2003. Public health is the organized effort of society to promote and protect the health of populations and reduce health inequities through the use of supportive programs, services and policies. Thus, Public Health Ontario’s role is chiefly in disease surveillance, disease prevention and outbreak preparedness, as opposed to clinical treatment.

In accordance with the *Ontario Agency for Health Protection and Promotion Act, 2007*, the legislation that created Public Health Ontario, the agency’s mandate is to:

- enhance the protection and promotion of the health of Ontarians;
- contribute to efforts to reduce health inequities by providing scientific and technical advice and support to those working across health-related

sectors to protect and improve the health of Ontarians; and

- carry out and support activities such as population health assessment, public health research, surveillance, epidemiology, planning and evaluation.

The agency’s primary clients are the Office of the Chief Medical Officer of Health as well as various divisions within the Ministry, Ontario’s 34 public health units, health system providers and health system partners. The Chief Medical Officer of Health of Ontario is responsible for determining provincial public health needs, developing public health initiatives and strategies, and monitoring public health programs delivered by Ontario’s local public health units. Ontario’s 34 public health units are primarily funded by the Ministry but also receive funding from local municipalities; each is led by its own Medical Officer of Health and governed by a Board of Health—and therefore they operate independently from each other. The public health units provide programs and services to all members of their respective communities as per the Ontario Public Health Standards—the minimum requirements that public health units must adhere to in delivering programs and services—and as determined by their own Boards of Health. They are not accountable to Public Health Ontario.

**Figure 1** illustrates the relationship between Public Health Ontario and the various organizations involved in Ontario’s public health system, which, according to the Chief Medical Officer of Health, consists of about 9,000 people. Public Health Ontario has a complement of just under 870 full-time-equivalent staff as of June 2023.

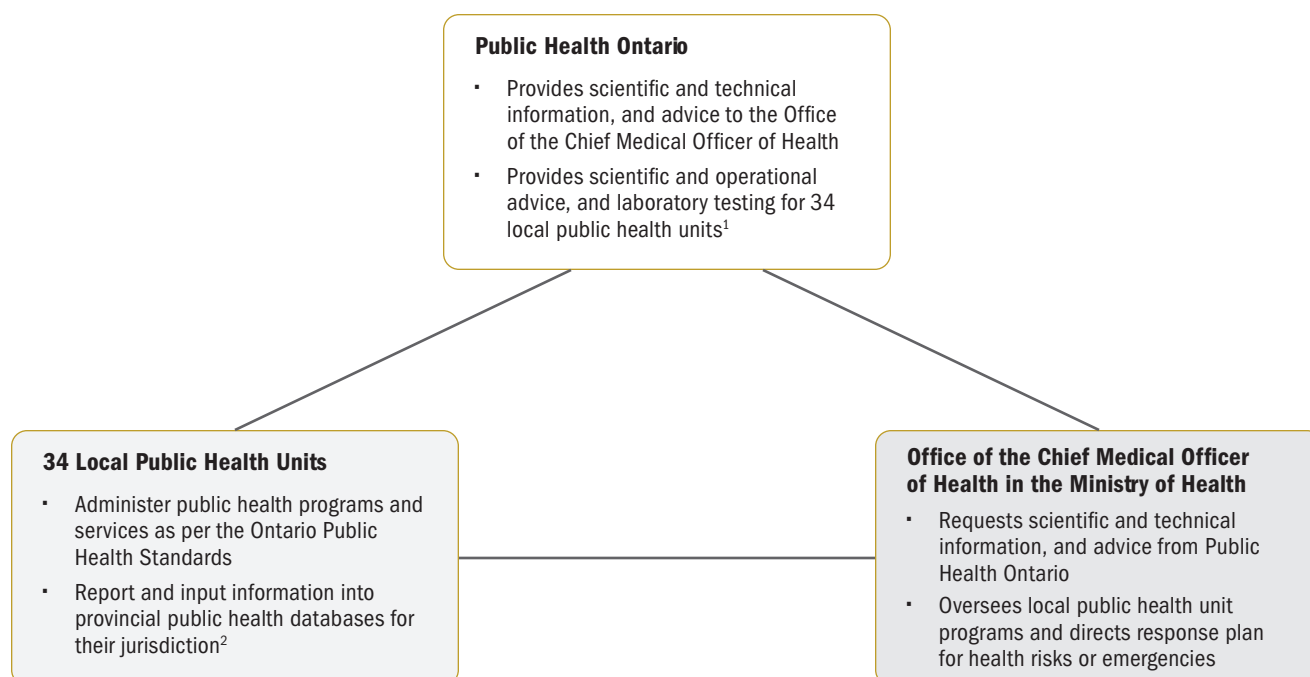
#### 2.1.1 Public Health Modernization

As part of the 2019 Ontario Budget, the Province announced in April 2019 (pre-COVID-19 pandemic) that public health would be undergoing a modernization process. This decision had the most impact on public health units, aiming to reduce their number from 35 (since reduced to 34 through amalgamation)



**Figure 1: Public Health Model in Ontario**

Prepared by the Office of the Auditor General of Ontario



1. In addition to public health units, Public Health Ontario's laboratory provides testing services to other health-care providers, for example, clinicians and community laboratories.

2. Local public health units are not accountable to Public Health Ontario.

to 10 by April 1, 2020; however, this modernization process was paused when the COVID-19 pandemic was declared in March 2020.

As part of the modernization process, the Ministry of Health launched a public consultation in November 2019, appointing a special advisor to lead the process of gathering feedback, and releasing a discussion paper in November 2019 outlining the key challenges facing public health. In this paper, Public Health Ontario is acknowledged as a key partner in the public health system, with the following themes being discussed:

- working toward improved clarity and alignment of roles and responsibilities between the Province, Public Health Ontario and local public health units;
- reducing duplication of efforts, co-ordinating and providing certain public health functions, programs or services at the provincial level, possibly by Public Health Ontario; and

- clarifying the role of Public Health Ontario in better informing and co-ordinating provincial priorities to increase consistency.

The government revised its approach to modernizing the public health system in August 2023 to include a review of the Ontario Public Health Standards, the roles and responsibilities that all three pillars of the system—the Ministry, Public Health Ontario and the local public health units—play, as well as their relationships and alignment across and beyond the broader health-care system.

## 2.2 Key Program Areas

Public Health Ontario's operations consist of five principal public health program areas: Laboratory Science and Operations; Health Protection; Environmental and Occupational Health; Health Promotion, Chronic Disease and Injury Prevention; and Knowledge Exchange and Informatics.

### 2.2.1 Laboratory Science and Operations

About 70% of the agency's resources are allocated to the operation of its laboratory. Public Health Ontario has 11 fully accredited laboratory sites across Ontario, located in Toronto, Hamilton, Kingston, London, Orillia, Ottawa, Peterborough, Sault Ste. Marie, Sudbury, Thunder Bay and Timmins. The agency's laboratory conducts a wide range of functions described by the Canadian Public Health Laboratory Network, including laboratory tests such as diagnostic tests and confirmatory tests, as well as complex tests that other providers, such as hospital and community laboratories, refer to it. This testing informs public health surveillance, detects threats and outbreaks, and enables preventive and therapeutic interventions for public health action and patient management in Ontario.

Public Health Ontario's laboratory serves public health units, hospital and community laboratories, long-term-care homes and other congregate settings, clinicians in private practice, and private citizens in the context of private well water testing. It performs the majority of its laboratory tests Monday to Friday for the detection and diagnosis of infectious diseases (such as tuberculosis) or antimicrobial resistance (that is, when a bacterium or fungus develops the ability to defeat the drug designed to kill it), and for specialized testing for molecular profiling of pathogens by examining the entire genetic makeup of a specimen (for example, identifying which variant of COVID-19 someone has), including genomics. Public Health Ontario's laboratory also offers after-hours support, and it has been performing COVID-19 testing daily since the summer of 2020. It was still performing this daily testing at the time of our audit.

Public Health Ontario's laboratory performed about 6.8 million tests in 2022/23; these tests include 100% of diagnostic HIV testing and over 95% of syphilis testing in the province. According to the agency, it operates one of the largest tuberculosis laboratories and one of the largest diagnostic mycology laboratories in North America. As well, the agency indicates that it is known as the provincial resource and expert for laboratory testing and outbreak support for emerging

pathogens, as well as for the 10 most common infectious agents causing the greatest burden of disease in Ontario. These agents include *C. difficile*, *E. coli*, hepatitis B, hepatitis C, HIV, human papillomavirus, influenza, rhinovirus, *Staphylococcus aureus* and *Streptococcus pneumoniae*. The laboratory also carries out all testing relating to pathogens found in food, water or the environment to assist in their investigations, and is able to diagnose pathogens requiring a high level of biosecurity and safety measures, such as tuberculosis and anthrax.

Public Health Ontario's laboratory undergoes accreditation by Accreditation Canada and the Canadian Association for Laboratory Accreditation Inc. to ensure that processes in accordance with the International Organization for Standards and requirements under environmental laws such as the *Safe Drinking Water Act, 2002* are in place. As of June 2023, all 11 public health laboratory sites have met these standards and requirements, including those designed to help mitigate future occurrences similar to the Walkerton *E. coli* outbreak in 2000.

**Figure 2** shows that test volumes at public health laboratory sites increased from about 6.3 million in 2018/19 to 7.7 million in 2021/22, primarily due to conducting COVID-19-related laboratory tests, and then decreased to 6.8 million in 2022/23. The cost of each laboratory test generally increased between 2018/19 and 2022/23 by 36%, from about \$16.33 to \$22.15.

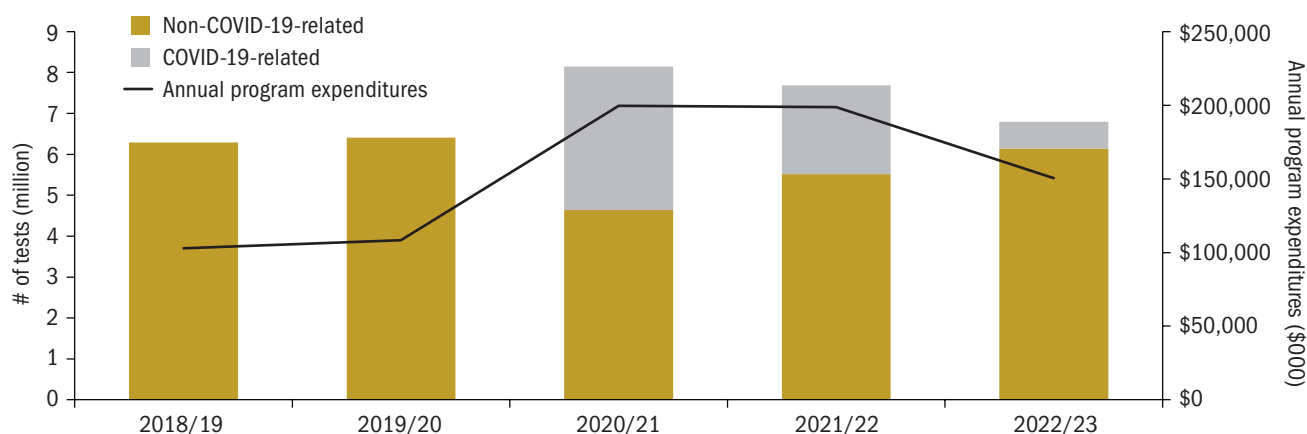
### 2.2.2 Health Protection

Public Health Ontario's Health Protection program provides data analysis, surveillance, evidence generation and synthesis, and consultation services to its clients. These activities are intended to better prevent communicable diseases, reduce transmission of infectious agents, and support system capacity building and professional development in public health and infection control best practices in Ontario. Expertise in this program spans:

- all diseases of public health significance (such as hepatitis A and B) as defined under the

**Figure 2: Expenditures on Laboratory Services and Number of Tests Performed by Public Health Ontario, 2018/19–2022/23**

Source of data: Public Health Ontario



*Health Protection and Promotion Act* (see **Appendix 1** for a full list of diseases of public health significance);

- surveillance and epidemiology of communicable diseases;
- infection prevention and control (IPAC) best practices and lapse investigations (that is, deviations from IPAC standard of care);
- programs and research to support epidemiology, immunization and antimicrobial stewardship (that is, promoting appropriate use of antibiotics to limit the development of antibiotic resistance); and
- emergency preparedness.

Public Health Ontario has an interactive online tool to track infectious disease trends, which provides 10 years of analyzed data on diseases of public health significance in Ontario. This helps the agency's clients and partners with surveillance, as well as informing program planning and policy. For example, as shown in **Figure 3**, the cases and rate of syphilis in Ontario from 2012 to 2021 have been steadily increasing according to Public Health Ontario's surveillance efforts; this information could be helpful to clinicians, policy-makers, and the public to raise awareness. In 2021/22—the latest year for which information is available—over 2.1 million total visits were made to Public Health Ontario's online centralized data and

analytic tools, down from about 2.9 million in 2020/21, the first year that the agency measured this metric.

### 2.2.3 Environmental and Occupational Health

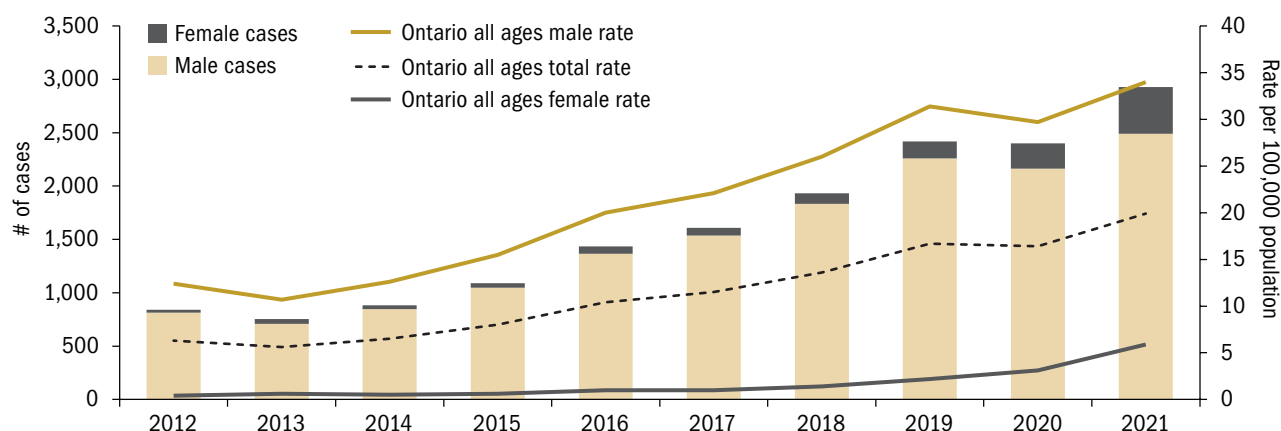
Public Health Ontario's Environmental and Occupational Health program area provides field support and helps the agency's clients and partners better understand and address evolving public health issues relating to exposures in the environment, such as indoor air quality, outdoor air pollution, water quality and food safety. This program works with and supports public health units and policy-makers to better respond to environmental threats and issues. This is done through situation-specific consultation and advice, interpretation of data, research, evidence-based reviews, case studies, access to environmental monitoring equipment, and training workshops.

### 2.2.4 Health Promotion, Chronic Disease and Injury Prevention

According to the World Health Organization, health promotion entails building healthy public policy; creating supportive environments; strengthening community action; developing personal skills; and reorienting health-care services toward prevention of illness and promotion of health. Public Health

**Figure 3: Infectious Syphilis Cases and Rates for All Ages and by Sex in Ontario, 2012–2021**

Source of data: Public Health Ontario



Ontario's Health Promotion, Chronic Disease and Injury Prevention program focuses on non-communicable diseases (such as heart disease, cancer, diabetes) and injuries, oral health conditions, and the modifiable risk factors that contribute to them. The program covers comprehensive tobacco control; healthy eating and physical activity; oral health; reproductive, child and youth health; healthy schools; mental health promotion; substance use (for example, opioids, alcohol, cannabis, tobacco); injury prevention; health equity; and health promotion. One of the program's activities is tracking data on substance abuse, such as opioid-related morbidity and mortality, as shown in **Figure 4**.

### 2.2.5 Knowledge Exchange and Informatics

Public Health Ontario's Knowledge Exchange program supports the development and dissemination of the agency's products and services, including its external website. The program delivers professional development, including special events and learning exchanges, and the annual Ontario Public Health Convention; supports medical resident and student placements at Public Health Ontario and in public health units; provides training and education programs; and delivers library services, knowledge mobilization and

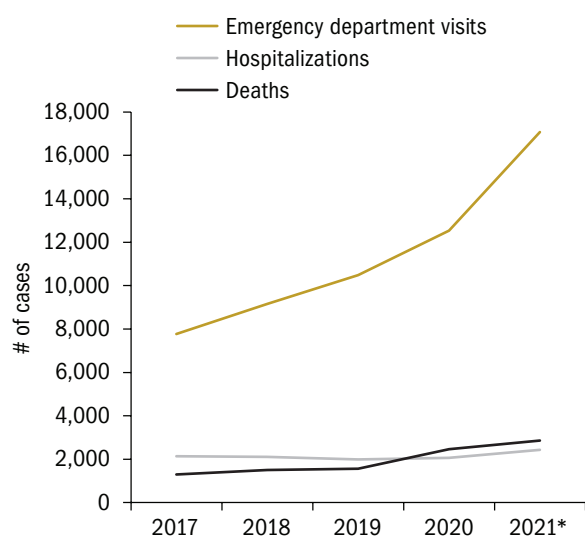
evaluation supports to its own staff, as well as to the overall public health sector. In 2021/22—the latest year for which information is available—this program area facilitated 70 professional development sessions to external clients and stakeholders.

This program also includes the Locally Driven Collaborative Projects (LDCP) program, which brings together public health units, along with academic and community partners, to collaboratively design and implement applied research and program evaluation projects on important public health issues of shared interest, and build new partnerships among participants. Examples of LDCP in prior years include a project to help public health units plan programs around substance abuse and harm reduction, and another project to identify lessons learned from the collection of sociodemographic data during the COVID-19 pandemic, as this data informs targeted improvement to address health inequities.

Informatics applies information and data science to public health practice, research and learning, enabling and bridging the use of technology and data to present critical information needed for effective public health decision-making. This team provides specialized and centralized supports for the governance, acquisition, synthesis, analysis, interpretation and presentation of data and information.

**Figure 4: Emergency Department Visits, Hospitalizations and Deaths Related to Opioid Use in Ontario, 2017–2021**

Source of data: Public Health Ontario



\* According to Public Health Ontario, death data for 2021 should be considered as preliminary and is subject to change. Possible contributing factors to rising rates of opioid-related harm during the COVID-19 pandemic include increased stress, social isolation and mental illness, resulting in changes in drug use, and reduced accessibility of addiction, mental health and harm reduction services.

## 2.3 Organizational Structure and Accountability

### 2.3.1 Organizational Structure

Figure 5 shows Public Health Ontario's program areas and senior management. Public Health Ontario's office and main laboratory site is located in Toronto, with laboratory sites in 10 other cities across Ontario. As of August 2023, Public Health Ontario had 1,176 employees (just under 870 full-time equivalents), with 67% (792) of its employees working in laboratory sites across the province.

### 2.3.2 Governance and Accountability

The Agencies and Appointments Directive issued by the Management Board of Cabinet, an accountability framework for all board-governed provincial agencies, outlines the requirements of the reporting relationships between parties (see **Appendix 2** for more information). Public Health Ontario must adhere to this

accountability framework. The Chief Medical Officer of Health, a senior employee of the Ministry, also has the power to issue directives to the agency, as shown in **Figure 6**.

A memorandum of understanding (MOU) between the agency and the Ministry outlines accountability relationships, roles and responsibilities, and expectations for the operational, administrative, financial, staffing, auditing and reporting relationships. Public Health Ontario's day-to-day operations are administered by the President and CEO, who reports to the agency Board of Directors. Public Health Ontario's Board of Directors consists of a maximum of 13 voting members; each is appointed for a three-year term by the Lieutenant Governor in Council. According to the *Ontario Agency for Health Protection and Promotion Act, 2007*, appointment of people to Public Health Ontario's Board should consider persons with skills and expertise in areas covered by Public Health Ontario or in corporate governance, and include a person with expertise in public accounting or with related financial experience, and a lay person with demonstrated interest or experience in health issues. **Figure 7** shows that the agency's Board of Directors consisted of 12 people, with one vacancy, as of June 2023.

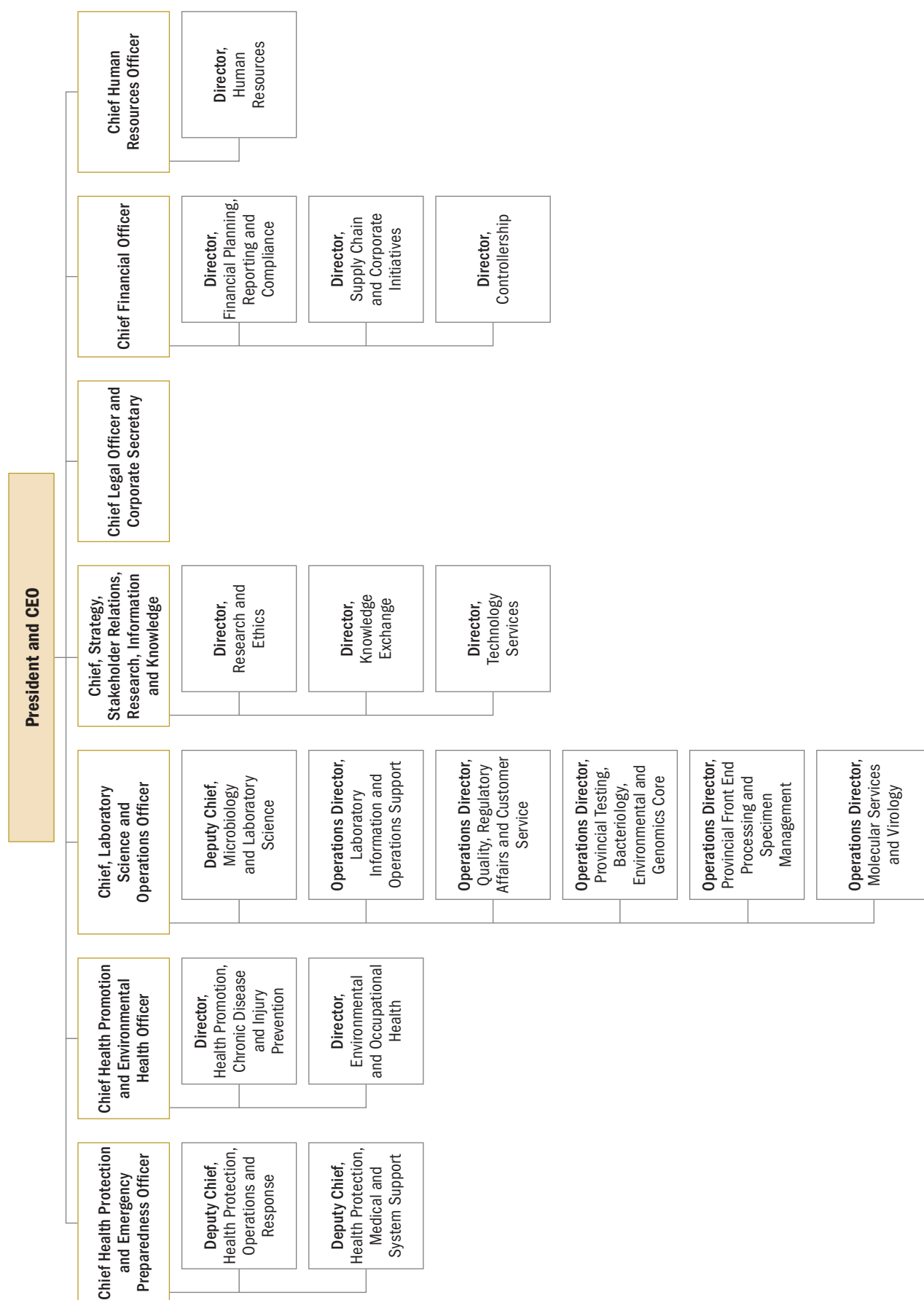
### 2.3.3 Joint Liaison Committee

The Joint Liaison Committee was created by the Ministry in 2008, shortly after the agency was established, to address issues of mutual interest between the Ministry and Public Health Ontario, resolve issues, provide direction, and delegate and co-ordinate work. The Committee is co-chaired by either the Assistant Deputy Minister or the Chief Medical Officer of Health from the Ministry, as well as the Chief Executive Officer of Public Health Ontario. The Committee held its last meeting prior to 2017/18, and since then the Office of the Chief Medical Officer of Health and the Chief Executive Officer of Public Health Ontario have mutually agreed to liaise informally as needed.

In April 2020, the Office of the Chief Medical Officer of Health created the COVID-19 Public Health Measures Table, consisting of public health unit

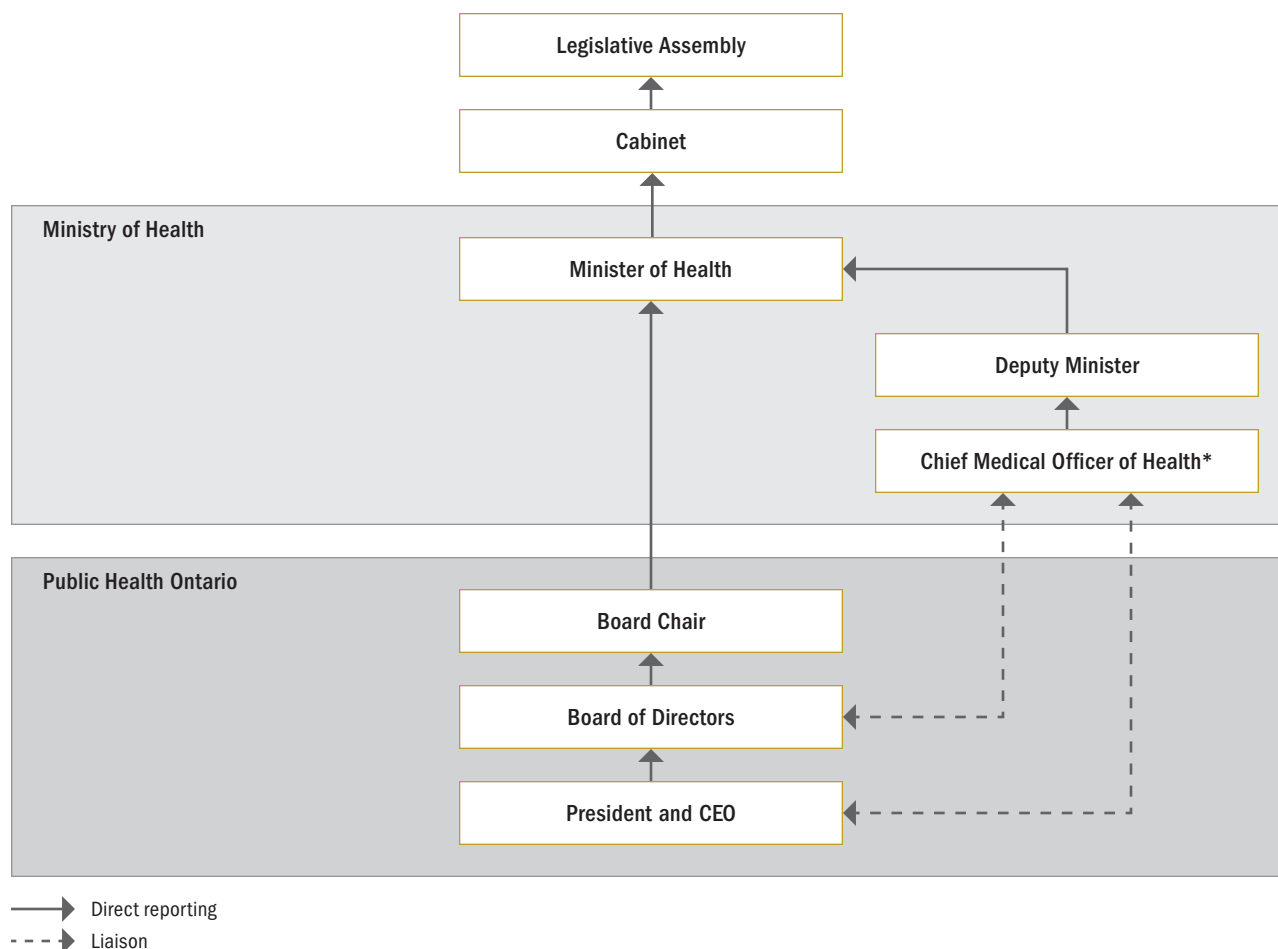
**Figure 5: Program Areas and Senior Management of Public Health Ontario, August 2023**

Source of data: Public Health Ontario



**Figure 6: Accountability Framework for Public Health Ontario**

Prepared by the Office of the Auditor General of Ontario



\* The Chief Medical Officer of Health plays a liaison role between Public Health Ontario and the Ministry of Health, sitting as a non-voting member of the Board of Directors at Public Health Ontario, as well as a voting member on the Strategic Planning Standing Committee of the Board of Directors at Public Health Ontario to convey Ministry strategies and provincial priorities to Public Health Ontario. The Chief Medical Officer of Health also has the power to issue directives to Public Health Ontario.

representatives and Public Health Ontario, with the purpose of providing advice to the Chief Medical Officer of Health on public health measures that may be implemented to prevent or slow the transmission of COVID-19.

## 2.4 Financial Information

As shown in **Figure 8**, Public Health Ontario's expenditures were about \$222 million in 2022/23, an approximately 37% increase over the last five fiscal years. The increase was mainly attributable to

a temporary increase in testing volumes during the COVID-19 pandemic. In the last five years, 71% of the agency's actual expenditures related to its laboratory program, 18% related to science and public health programs, and the remaining 11% were for general administrative and amortization expenses.

**Figure 9** shows funding provided to Public Health Ontario for the last five years. The Ministry is the primary funder of Public Health Ontario, providing about 94% of the agency's revenue. The agency also receives grants, mainly from the Canadian Institutes of Health Research, which averaged about \$1.8 million



**Figure 7: Public Health Ontario Board of Directors as of June 30, 2023**

Source of data: Public Health Ontario

Name	Board Position	Current/Most Recent Role
<b>Helen Angus</b>	Chair	Chief Executive Officer of AMS Healthcare, former Deputy Minister of Health
<b>Dr. Isra Levy</b>	Vice-Chair Chair, Governance and Human Resources Standing Committee <sup>1</sup>	Vice-President of Medical Affairs and Innovation, Canadian Blood Services
<b>Ian McKillop</b>	Member Chair, Strategic Planning Standing Committee <sup>2</sup>	Associate Professor at University of Waterloo, School of Public Health Sciences
<b>S. Ford Ralph</b>	Member Chair, Audit Finance and Risk Standing Committee <sup>3</sup>	Former Vice-President of Petro-Canada
<b>Roxanne Anderson</b>	Member	Senior Vice-President of Business Optimization and the Chief Financial Officer of the Victorian Order of Nurses
<b>Harpreet Bassi</b>	Member	Executive Vice-President, Strategy and Communications, Niagara Health
<b>Cat (Mark) Criger</b>	Member	Indigenous Elder, Traditional Teacher and Knowledge Keeper
<b>William MacKinnon</b>	Member	Former Chief Executive Officer of KPMG
<b>Theresa McKinnon</b>	Member	Former Partner at PwC Canada, Assurance
<b>Rob Notman</b>	Member	Trustee and former Board Chair of the Royal Ottawa Mental Health Centre
<b>Dr. Andy Smith</b>	Member	President and Chief Executive Officer of Sunnybrook Health Sciences Centre, Professor of Surgery at the University of Toronto
<b>David Wexler</b>	Member	Former Chief Human Resources Officer for the Vector Institute for Artificial Intelligence, FreshBooks, Syncapse, Alias Systems and the Canada Pension Plan Investment Board

1. The Governance and Human Resources Standing Committee supports the Board's commitment to and responsibility for the sound and effective governance of Public Health Ontario. This includes nominations for recommendation by the Board for appointment to the Board; appointment of Board members to committees; help with orientation and education of new directors to assist them in fulfilling their duties effectively; and support for the Board in its oversight of human resources policies and strategies.
2. The Strategic Planning Standing Committee provides reviews and advice on Public Health Ontario's strategic planning, performance measurement, quality assurance and stakeholder engagement processes, and monitors and advises it on progress against goals. The Chief Medical Officer of Health is part of this standing committee.
3. The Audit Finance and Risk Standing Committee ensures that Public Health Ontario conducts itself according to the principles of ethical financial and management behaviour and that it is efficient and effective in its use of public funds by overseeing Public Health Ontario's accounting, financial reporting, audit practices and enterprise risk management.

annually in the last five years. Ministry-provided base funding for Public Health Ontario has generally flatlined over the last 10 years, and decreased in 2019/20 just prior to the onset of the COVID-19 pandemic. While the Ministry has increased base funding subsequent to 2020/21, it still has not restored it to pre-pandemic levels.

## 2.5 Other Jurisdictions

In Canada, British Columbia's BC Centre for Disease Control and Quebec's Institut national de santé publique are close comparators to Public Health Ontario. The federal government's Public Health Agency of



**Figure 8: Public Health Ontario Expenditures, 2018/19–2022/23 (\$000)**

Source of data: Public Health Ontario

	2018/19	2019/20	2020/21	2021/22	2022/23	% of Total Expenditures (2018/19–2022/23)
Public health labs	102,889	108,399	199,562	198,741	150,495	<b>71</b>
Science and public health programs	38,802	37,757	36,597	38,537	39,843	<b>18</b>
General and administrative	14,007	13,148	17,024	19,098	19,102	<b>8</b>
Amortization of capital assets	6,547	5,464	7,428	11,655	12,539*	<b>3</b>
<b>Total</b>	<b>162,245</b>	<b>164,768</b>	<b>260,611</b>	<b>268,031</b>	<b>221,979</b>	<b>100</b>

\* Increased 92% over five years due to increase in capital acquisitions starting in 2020/21 due to COVID-19.

**Figure 9: Public Health Ontario Funding, 2018/19–2022/23 (\$000)**

Source of data: Public Health Ontario

	2018/19	2019/20	2020/21	2021/22	2022/23	% of Total Funding (2018/19–2022/23)
<b>Base operations<sup>1</sup></b>	152,703	156,151	250,480	252,612	205,324	<b>94</b>
Base funding	152,703	153,114	148,563	151,282	150,683	<b>60<sup>2</sup></b>
COVID-19 one-time funding <sup>3</sup>	n/a	3,037	101,917	101,331	54,641	<b>34<sup>2</sup></b>
<b>Amortization of deferred capital asset contributions</b>	6,547	5,464	7,428	11,655	12,539	<b>4</b>
<b>Other grants</b>	1,781	2,207	1,377	1,867	2,003	<b>1</b>
<b>Miscellaneous recoveries</b>	1,214	946	1,326	1,897	2,113	<b>1</b>
<b>Total</b>	<b>162,245</b>	<b>164,768</b>	<b>260,611</b>	<b>268,031<sup>4</sup></b>	<b>221,979</b>	<b>100</b>

1. Increased revenue from 2019/20 to 2021/22 corresponds to increased operating expenditures due to Public Health Ontario's increased services to respond to COVID-19.
2. Covers fiscal years 2020/21 to 2022/23 only, as this represents the most significant time period for COVID-19 expenses, and represents three-year base funding and COVID-19 one-time funding as a percentage of base operations expenditures.
3. Public Health Ontario recognized COVID-19 revenue in its accounting records as related expenses were incurred.
4. Numbers do not add up due to rounding.

Canada, while similar to Public Health Ontario, is not governed by a board but rather overseen by the federal Minister of Health. **Appendix 3** shows a comparison of mandates and reporting relationships among these agencies.

### 3.0 Audit Objective and Scope

Our audit objective was to assess whether Public Health Ontario has effective systems and procedures in place to:

- deliver its mandate as set out in the *Ontario Agency for Health Protection and Promotion Act, 2007*, which includes providing scientific and technical advice and support to identified clients, including the Ministry of Health and other relevant ministries and agencies, public health units, and health-care providers; delivering public health laboratory services; undertaking public health research; and advancing and disseminating knowledge, best practices and research, with the goal of protecting and promoting the health of the people in Ontario and reducing health inequities; and

- measure and publicly report on the quality and effectiveness of these activities.

In planning for our work, we identified the audit criteria (see **Appendix 4**) we would use to address our audit objective. These criteria were established based on a review of applicable legislation, policies and procedures, internal and external studies, previous reports from our Office, and best practices. Senior management at Public Health Ontario reviewed and agreed with the suitability of our objectives and associated criteria.

We conducted our audit between January 2023 and August 2023. We obtained written representation from Public Health Ontario management that, effective November 10, 2023, it had provided us with all the information it was aware of that could significantly affect the findings or the conclusion of this report.

At Public Health Ontario, we:

- reviewed applicable legislation and regulations as well as documents consisting mainly of financial information, contracts and agreements, policy and procedure manuals, annual business plans, annual reports, strategic plans and meeting minutes;
- interviewed senior management and program staff responsible for all program areas, selected former agency management staff, as well as the Board Chair;
- obtained and analyzed financial and operational data from Public Health Ontario systems; and
- observed laboratory operations and met with staff at four of the 11 public health laboratory sites, located in London, Orillia, Sudbury and Toronto.

At the Ministry of Health, we conducted the majority of our work at the Office of the Chief Medical Officer of Health, where we interviewed staff and senior management, and reviewed documents consisting mainly of briefing notes, agreements, funding letters and external review reports of Public Health Ontario conducted since 2016.

We interviewed medical officers of health or their delegates from eight of the province's 34 public health units, consisting of Eastern Ontario; Grey Bruce;

Kingston, Frontenac and Lennox & Addington; Niagara; Peel; Sudbury; Timiskaming; and Toronto, to better understand local interactions with and perspectives on Public Health Ontario. We selected these public health units based on their size, geographic location and issues identified through our research. We reached out to 18 public health units to obtain more information on their courier routes for laboratory samples and specimens that would be delivered to Public Health Ontario, of which 16 responded. We selected these public health units based on factors including their geographic location and whether they used the agency's or their own couriers. We also reviewed public-facing websites for all 34 public health units to identify locally developed knowledge products.

To assess the cybersecurity risks to Public Health Ontario, we met with and obtained data from the Cyber Security Division of the Ministry of Public and Business Service Delivery, which provides certain services to the agency.

To gain familiarity with emerging public health issues, we attended The Ontario Public Health Convention in March 2023. This conference was organized by Public Health Ontario for public health professionals.

In addition, we researched similar organizations in British Columbia and Quebec to identify best practices for public health agencies.

We conducted our work and reported on the results of our examination in accordance with the applicable Canadian Standards on Assurance Engagements—Direct Engagements issued by the Auditing and Assurance Standards Board of the Chartered Professional Accountants of Canada. This included obtaining a reasonable level of assurance.

The Office of the Auditor General of Ontario applies Canadian Standards on Quality Management and, as a result, maintains a comprehensive system of quality management that includes documented policies and procedures with respect to compliance with rules of professional conduct, professional standards and applicable legal and regulatory requirements.

We have complied with the independence and other ethical requirements of the Code of Professional Conduct of the Chartered Professional Accountants of

Ontario, which are founded on fundamental principles of integrity, objectivity, professional competence and due care, confidentiality and professional behaviour.

## 4.0 Detailed Audit Observations

### 4.1 Ministry of Health Has Not Leveraged Public Health Ontario Effectively to Achieve Its Full Intended Capacity and Potential to Improve the Health of Ontarians

#### 4.1.1 Public Health Ontario Has Been Left Out of the Province's Decision-Making with Major Public Health Implications

Despite the mandate of Public Health Ontario to provide scientific and technical advice and support to clients working in government, public health, health care and related sectors, the agency was not consulted when the government made some of its decisions affecting public health, such as those relating to increased access to alcohol and gambling. As well, upon observing recent government decisions on increased access to alcohol and gambling, Public Health Ontario has not conducted independent research in these areas.

#### Increased Access to Alcohol and Gambling

The government's decision to increase access to alcohol in various settings, such as grocery stores and convenience stores, was first announced in 2015 and saw expansion in 2019 and 2023. In addition, the new legal Internet gaming market in Ontario has grown by an average of more than 50% in total wagers and gaming revenue each quarter since its launch in April 2022. According to iGaming Ontario, a total of 1.65 million player accounts were active over the course of the 2022/23 fiscal year; these players on average spent about \$70 per month.

Public Health Ontario representatives confirmed with us that government decision-makers have not consulted them on the health impacts of either of these decisions, which have implications on addictions and

mental health on a population level. We asked the Ministry of Health (Ministry) why it did not consult Public Health Ontario, and Ministry representatives explained that the Ministry of Finance made both of these decisions. It did not seek an assessment of the impacts on public health from the Office of the Chief Medical Officer of Health, which also did not conduct a health impact assessment on increased access to alcohol and gambling. The Ministry informed us that, instead, the Ministry of Finance, working with other partner ministries, engaged and consulted stakeholders, for example, the Centre for Addiction and Mental Health, to understand the potential impacts.

In these cases, the government did not fully leverage Public Health Ontario to provide expert advice on the potential population health impacts of policy decisions made. One of the legislated responsibilities of Public Health Ontario according to the *Ontario Agency for Health Protection and Promotion Act, 2007* (Act) that created it, is “to inform and contribute to policy development processes across sectors of the health care system and within the Government of Ontario through advice and impact analysis of public health issues.” Our 2017 audit on Public Health: Chronic Disease Prevention highlighted the Health in All Policies approach, defined by the World Health Organization as an approach that considers how government decisions affect population health so that more accountability is placed on policy-makers. Our 2017 report recommended that the Ministry develop a process to integrate this approach into policy settings where appropriate, but this had not yet been fully implemented as of the time of this audit.

While these provincial policy changes affecting public health were occurring, Public Health Ontario did not prioritize publishing the state of the evidence in these areas. To illustrate, in relation to alcohol, a public health unit in October 2018 requested Public Health Ontario to answer a research question on the impact of increasing alcohol availability. However, instead of publishing an independently researched knowledge product that could establish Public Health Ontario's position on the state of the evidence, the agency compiled a list of existing journal articles and sent the

completed list directly to the public health unit in May 2019.

Similarly, we found that Public Health Ontario has not published any research on the health impact of problem gambling. In 2012, the agency published a knowledge product on the burden of mental illness and addictions in Ontario, but that product did not discuss problem gambling. We researched whether public health units had to independently develop knowledge products on problem gambling and found that six public health units—North Bay and Parry Sound, Ottawa, Peterborough, Sudbury, Toronto, and Windsor—had developed such research independently. Toronto Public Health explained in its report that studies have suggested an increase in problem or pathological gambling rates after gambling expansion, such as in Niagara where the rate increased from 2.2% to 4.4% one year after a casino opening. It also went on to note a consistent social impact from problem gambling, such as suicide and personal bankruptcy rates, with direct or indirect impacts on individuals and families.

We found that, unlike Public Health Ontario, other provinces have centrally developed knowledge products on problem gambling. For example, Quebec has made available centrally developed resources and knowledge products on the population health impact of problem gambling. Specifically, the Institut national de santé publique du Québec has on its website an interactive map that allows the public to quantify and visualize exposure and vulnerability to gambling in Quebec, and to support development of preventive initiatives and interventions to address these issues. Similarly, we found that British Columbia's Centre for Disease Control had included problem gambling on its website on substance use, indicating that a report was forthcoming.

### Decisions Made During the COVID-19 Pandemic

Public Health Ontario was also not consistently consulted by the Province to provide scientific and technical advice in certain key decisions related to the COVID-19 pandemic.

According to the Act, one of the roles of Public Health Ontario is to provide scientific and technical advice, and operational support, to any person or entity in an emergency or outbreak situation that has health implications, as directed by the Chief Medical Officer of Health.

Our 2020 audit on COVID-19 preparedness and management, Outbreak Planning and Decision-Making, noted that Public Health Ontario played a diminished role in the COVID-19 pandemic, despite the agency being created in response to the SARS outbreak in 2003. Even when Public Health Ontario provided advice, such as on the recommended indicators and threshold triggers for lockdown, the Ministry of Health either did not fully follow this advice, or implemented the agency's advice much later than suggested.

Similarly, our 2022 audit on the COVID-19 Vaccination Program noted that Public Health Ontario was not represented on the COVID-19 Vaccine Distribution Task Force, where it felt that it could have contributed more scientific or technical expertise and support on vaccine distribution decisions.

### 4.1.2 Public Health Ontario's Role Has Continued to Diminish in the Public Health System, with Increased Reliance on One-Time Annual Funding

#### Public Health Ontario Could Not Fully Deliver Its Mandate, Citing Capacity and Funding Constraints

As noted in **Section 2.4**, in 2019/20, the Ministry reduced Public Health Ontario's base funding, replacing it with one-time annual funding. This was done because the Ministry at that time had assumed that its laboratory modernization plan would be implemented and that Public Health Ontario would be consolidated as part of Ontario Health. One-time funding makes it challenging for Public Health Ontario to plan for activities, as such funding is susceptible to being withdrawn. While the Ministry has increased base funding since 2020/21, it has still not restored it to pre-pandemic levels.

We found that, while the Ministry reduced Public Health Ontario's base funding assuming implementation of the laboratory modernization plan, the Ministry has not yet implemented this plan. We discuss this plan in greater detail in **Section 4.2.1**.

The Ministry also eventually did not consolidate Public Health Ontario into Ontario Health, as it had assumed it would. The government announced in 2019 that it would consolidate multiple health-care agencies and organizations, including Cancer Care Ontario, Trillium Gift of Life Network and all 14 Local Health Integrated Networks, within a single agency, known as Ontario Health. Ontario Health is responsible for planning and funding the health-care system, primarily in clinical settings, and ensuring health service providers have the tools and information to deliver quality care.

Despite both of these assumptions resulting in reduced base funding for Public Health Ontario, the Ministry has still not restored the agency's base funding to pre-pandemic levels, even though neither assumption was realized.

Our 2020 audit on COVID-19 preparedness and management, Outbreak Planning and Decision-Making, noted that, due to resource constraints, Ontario Health performed some tasks that were outlined in the Ontario Health Plan for an Influenza Pandemic as the responsibility of Public Health Ontario. These included co-ordinating laboratory testing for COVID-19 and analyzing provincial surveillance data.

Public Health Ontario explained to us that its budget has been flatlined for over 10 years, and has repeatedly raised this concern in its annual business plan, which it has submitted to the Ministry. While the Ministry provided Public Health Ontario with one-time COVID-19 funding between 2019/20 and 2022/23, this was strictly for use in the laboratory for COVID-19 testing, and little was added to fund the rest of the agency's mandate to support its growth, such as in environmental health, health promotion, and chronic disease and injury prevention.

As explained in **Section 2.3.2**, the relationship between Public Health Ontario and the Ministry is governed by provincial legislation and directives, but also

by a memorandum of understanding (MOU) that has not been updated since 2015. The Ministry and Public Health Ontario have continued to affirm the existing MOU since 2015 when new Board chairs and ministers have taken office. They informed us at the time of our audit that they were working on refreshing the MOU, with expected completion by the end of 2023.

### **Lack of Consistent Funding Puts the Continuation of Advisory Committee for Public Health Emergencies at Risk**

In July 2020, the Province created the COVID-19 Science Advisory Table to provide emerging evidence and advice to the Ministry of Health to inform Ontario's response to the COVID-19 pandemic. Part of the impetus for this Table was that Public Health Ontario could not fully support the Province in providing synthesized evidence relating to the COVID-19 pandemic due to capacity constraints. The Table was external to Public Health Ontario, though one of the then vice-presidents of the agency was a co-chair. In July 2022, following direction from the Ministry of Health, Public Health Ontario became the permanent home of this Table. In September 2022, Public Health Ontario, building on the work of the Table, announced the establishment of the Ontario Public Health Emergencies Science Advisory Committee, an external advisory committee whose mandate is to enhance provincial capacity to respond to public health emergencies with the best available evidence.

The Ministry provided one-time funding of \$1.2 million in 2022/23 to the agency to establish and oversee this committee, but did not continue this funding in 2023/24. Public Health Ontario informed us that, as a result of the Ministry no longer providing funding, it was exploring options to scale back or dismantle the operations of this committee.

## **RECOMMENDATION 1**

To enhance the clarity, relevance and value of Public Health Ontario's role in Ontario's public health system, we recommend that Public Health Ontario work with the Ministry of Health (Ministry) to:



- develop and implement a process to include Public Health Ontario's review of evidence when developing provincial policy decisions that impact public health; and
- clarify the agency's roles and responsibilities in the memorandum of understanding between the agency and the Ministry, especially with respect to Public Health Ontario's role in relation to Ontario Health's role.

## PUBLIC HEALTH ONTARIO RESPONSE

Public Health Ontario accepts the recommendation, and will work with the Ministry of Health to enhance and clarify our role within the public health system. While there are existing mechanisms in place for the Ministry to request support and advice from Public Health Ontario as needed, we recognize that there may be opportunity for improvement by formalizing a process specific to supporting provincial policy decisions. We also recognize the importance of clarifying the agency's roles and responsibilities in the memorandum of understanding between Public Health Ontario and the Ministry, which, as noted in the report, is currently in the process of being refreshed.

## RECOMMENDATION 2

To ensure that Public Health Ontario has sustainable resources required to deliver on the agency's mandate effectively, we recommend that Public Health Ontario work with the Ministry of Health to develop a business case that addresses reallocation of one-time annual funding to base funding.

## PUBLIC HEALTH ONTARIO RESPONSE

Public Health Ontario accepts the recommendation to work with the Ministry of Health to reallocate its one-time annual funding to base funding for the agency.

### 4.1.3 Lack of Information Sharing on Priority Areas of Public Health Units Limits Public Health Ontario's Ability to Centralize and Co-ordinate Work

Public Health Ontario obtains input from the Ministry and public health units, often through regular meetings, to inform its work. However, it does not have established information-sharing processes on what Ontario's 34 public health units plan to do in terms of their program priorities and what research they would require that is best done centrally. Public health units report planned activities to the Ministry on an annual basis, but the Ministry does not share this information with Public Health Ontario. As a result, we found instances of fragmented responses to key public health issues and duplication of effort.

According to the *Ontario Agency for Health Protection and Promotion Act, 2007*, the agency is tasked with the responsibility to “undertake, promote and coordinate public health research in cooperation with academic and research experts as well as the community.” About half of the requests made to Public Health Ontario between 2018/19 and 2022/23 to conduct consultations, answer scientific questions and deliver presentations came from public health units, and the number of these requests ranged from 413 to 1,023 requests per year. Despite this, Public Health Ontario does not receive important summarized information on public health units' planned program activities for the upcoming year so as to proactively prepare and direct its own efforts.

In contrast, every year, the Ministry of Health requires all 34 public health units to submit an annual service plan that outlines how each public health unit plans on satisfying the Ontario Public Health Standards, which we explain in **Section 2.1**. This includes planned activities, such as seasonal flu clinics, and the vaccine clinics in schools that public health units deliver as part of their programs. However, as the Ministry does not share the priorities in these annual service plans with Public Health Ontario, the agency

cannot synthesize information from these annual service plans to effectively identify areas where it can provide the most value across all public health units, such as co-ordinating research efforts and developing knowledge products, including evidence briefs and literature reviews. One of the purposes of these is to give users synthesized and easy-to-understand evidence to help them design programs and support advancing public health policy, knowledge and best practices in Ontario.

We found that public health units had duplicated efforts in producing resources on public health topics. For example, as noted in **Section 4.1.1**, six public health units individually developed resource materials on problem gambling, with Public Health Ontario not having published any such materials centrally. Similarly, between 2016 and 2020, eight public health units individually developed local resources on mental health and made these resources public. While five of these public health units referenced Public Health Ontario materials for either data or publications, the remaining three did not reference the agency at all. Public Health Ontario last conducted a full literature review on the burden of mental health problems and addictions in 2012, over 10 years ago.

With respect to the agency-developed resource on mental health from 2012, we further found that Public Health Ontario's research did not cover some important areas that public health units needed and therefore had to produce on their own. This led to public health units duplicating efforts amongst themselves, a missed opportunity to have Public Health Ontario prepare one central report covering all these common topics. Specifically, public health units individually compiled data on the use of mental health services, suicide rates, emergency department visits, and community belongingness in the context of their own regions, while comparing these to the provincial scale. Public Health Ontario's knowledge products on mental health did not discuss any of these topics for public health units to reference and adapt to their communities.

A successful example of this type of centralization has been seen in the topic of alcohol consumption. Seven public health units created knowledge products

on low-risk alcohol consumption guidelines, and six out of the seven referenced the agency for either data or publications. In this instance, the majority of data references were taken from Public Health Ontario's snapshot of self-reported rates of exceeding the low-risk consumption guidelines, where individual public health units pulled the centralized data and informational pieces for use in their local context.

Nevertheless, Public Health Ontario has demonstrated the ability to partner with public health units and other stakeholders to produce knowledge products:

- In 2013, one year after its literature review on mental health, Public Health Ontario released a report in partnership with Toronto Public Health and the Centre for Addiction and Mental Health, which discussed how Ontario public health units were addressing child and youth mental health.
- Since 2012, Public Health Ontario has partnered with four public health units to become hub libraries, which provide library services to 22, or 65%, of the province's 34 public health units. Public health units may use the services of a hub library to promote knowledge exchange, which may be used for a variety of purposes, including to search for peer-reviewed journal articles and research done on a topic that a public health unit would want to build local resources on.

Agency representatives informed us that, as part of their strategic planning consultations in 2023, they heard feedback from some public health units that there is an interest in Public Health Ontario developing more centralized and shared services to avoid overlap and duplication of effort. Such services may include a repository of resources on topics of mutual interest. They added that the agency would be considering its role in this. In the meantime, librarians performing the search through this partnership are encouraged to check to see if any other librarians have done a similar search already. Neither Public Health Ontario nor the partnered libraries receive copies of completed health unit knowledge products, limiting the potential for information sharing and reduction of duplication of efforts.

### RECOMMENDATION 3

To improve the cost-effectiveness and efficiency of generating public health research in Ontario, we recommend that Public Health Ontario work with the Ministry of Health and public health units to:

- evaluate the feasibility of a formal process to centralize public health research across all three pillars of the public health system in Ontario; and
- if the current process is kept, create a searchable research repository consisting of all public health journal articles and research products prepared by Public Health Ontario as well as individual public health units and share access to this repository with all public health units.

### PUBLIC HEALTH ONTARIO RESPONSE

Public Health Ontario accepts the recommendation, and recognizes that there are opportunities to gain efficiencies through centralized public health research activities. While Public Health Ontario already routinely produces knowledge products, including scientific reports and research publications, on a variety of public health topics, we will engage with the Ministry of Health and public health units to evaluate the feasibility of further centralization. With respect to the potential creation of a central research repository, Public Health Ontario will also explore this idea with the Ministry and our public health unit clients to determine if this would be a valuable resource to support their work.

#### 4.1.4 Multiple Recommendations of the Agency's 2016 Mandate Review Still Not Implemented

In 2016, the Ministry commissioned a review of Public Health Ontario's mandate, as is required for board-governed agencies every six years under the Agencies and Appointments Directive (Directive), described in

**Section 2.3.2.** However, we found that the Ministry never shared the final report of this mandate review with Public Health Ontario, despite some of the recommendations being directed to the agency; many of the recommendations are still outstanding seven years later. When we asked the Ministry why it has withheld the final report, it informed us that it is common practice to not share final mandate review reports with provincial agencies. The Ministry noted that the recommendations in the final report directed toward Public Health Ontario were shared through other mechanisms and processes, including through the issuing of mandate letters. However, this did not give Public Health Ontario an opportunity to provide input into the mandate review process or address specific recommendations from this review.

The mandate review noted areas for improvement that spanned different areas including revising Public Health Ontario's mandate and refining the agency's activities and operations. Notably, the review recommended the following, which remain outstanding more than seven years later:

- the Ministry to update the MOU to incorporate the respective roles, responsibilities and accountabilities of Public Health Ontario with Ministry communications with the public;
- the Ministry to decide whether or not to amend the *Ontario Agency for Health Protection and Promotion Act, 2007* or develop a new regulation to clarify how the agency's services will be directed; and
- Public Health Ontario and the Ministry to confirm alignment of the agency's functions for supporting Ministry priorities and programs for health promotion and reducing health inequities.

Furthermore, as per the Directive, Public Health Ontario should have undergone another mandate review in 2022. However, the Ministry indicated to us that this was put on hold due to the COVID-19 pandemic, with no expected date for completion.



### Mandate Letters Either Provided Late or Not Provided at All to Public Health Ontario, Contrary to Government Directive Requirement

Every year for the last six years (2018/19–2023/24), the Ministry has not complied with the Agencies and Appointments Directive requirement to provide Public Health Ontario with a mandate letter 180 days before the start of its fiscal year. The mandate letter is issued by the Minister of Health, and lays out the focus, priorities, objectives, opportunities and challenges that the Minister has set for the agency for the coming year. The Ministry transmitted Public Health Ontario's mandate letters as late as six days before the start of the next fiscal year in 2021/22, making it difficult for the agency to set priorities for its annual business and strategic plans, and not providing sufficient time to plan activities prior to the start of the fiscal year. When we asked the Ministry why it had not complied with this requirement, the Ministry acknowledged that the timing to issue mandate letters to Public Health Ontario had not always met the 180-day requirement due to competing public health demands and priorities. The Ministry also indicated that the Chief Medical Officer of Health routinely shares Ministry priorities with Public Health Ontario through Board and committee meetings to help inform the agency's development of its annual business plan.

As well, the Ministry did not provide a mandate letter to Public Health Ontario in 2019/20 or 2020/21. The Ministry's explanation was that it was planning for public health modernization (explained in **Section 2.1.1**), and the public health system could have potentially changed.

## RECOMMENDATION 4

To allow Public Health Ontario to more effectively plan its activities, we recommend that the Ministry of Health:

- share any review reports with Public Health Ontario and follow up on the implementation of any outstanding recommendation at least on an annual basis; and

- provide annual mandate letters to the agency on a timely basis in accordance with the Agencies and Appointments Directive.

## MINISTRY RESPONSE

The Ministry of Health agrees with this recommendation and will continue to work closely with Public Health Ontario to ensure that agency goals, objectives and strategic directions align with government's priorities and direction. This includes, but is not limited to, providing annual mandate letters to the agency in accordance with the Agencies and Appointments Directive and sharing any relevant review recommendations with Public Health Ontario and following up on the implementation on any outstanding recommendations on a timely basis.

## 4.2 Public Health Ontario Laboratory Not Operating Efficiently

### 4.2.1 Streamlining of 11 Public Health Ontario Laboratory Sites Not Yet Implemented

In addition to its main Toronto laboratory, Public Health Ontario has 10 regional laboratory sites across Ontario to provide regional coverage for public health units and hospitals. However, we found that some regional laboratory sites are unable to perform a large proportion of the tests on the samples and specimens they receive. The agency provided the Ministry with the recommendation to consolidate some of these laboratory sites, in 2017 and again in early 2023, based on factors that included test volume and productivity, stating that the consolidation can save \$6 million in its budget. Although a 2020 consultant report had reached similar conclusions, the Ministry had not approved the consolidation of these sites at the completion of our audit.

According to an internal agency document, from September 2021 to September 2022, three public health laboratory sites transferred out more than 90% of the non-COVID-19 tests they received. We expanded this analysis to include all laboratory tests, including

COVID-19, that Public Health Ontario laboratory sites received and performed from 2018/19 to 2022/23. As shown in **Figure 10**, we found that:

- regional laboratory sites were completing wide ranges of between 9% and 80% of the tests they received and transferring the remainder to other laboratory sites;
- three laboratory sites—Peterborough, Sault Ste. Marie and Sudbury—transferred between 80% and 91% of all tests to other sites; and
- Toronto was the largest receiver of these transfers, receiving about 19 million tests from regional laboratory sites, with the London site receiving the next most tests, at over four million tests.

The three laboratory sites that transferred between 80% and 91% of the tests they received each had operating costs ranging from \$5 million to \$10 million over the last five years.

Public Health Ontario explained to us that the reasons for these transfers could include capacity issues, lack of expertise or sufficient volume to maintain competency of laboratory personnel in a specific test, lack of equipment to conduct certain tests, or

efficiencies to achieve economy of scale. For example, only one of the 11 public health laboratory sites has the equipment necessary to test for *H. pylori*, a bacterium that affects the stomach.

In 2017, Public Health Ontario proposed a joint modernization plan to update its public health laboratory, collaboratively with Ministry staff at the request of the Deputy Minister, that would have resulted in:

- gradually closing six of its 11 public health laboratory sites (Hamilton, Kingston, Orillia, Peterborough, Sault Ste. Marie and Timmins), while maintaining coverage across the province through five geographic areas; and
- changing the types of tests offered at the Public Health Ontario laboratory that would remove 20 tests and restrict eligibility for 12 additional tests, as well as the gradual discontinuation of private drinking water testing.

According to the agency, this plan was needed to mitigate rising costs of repairs and upgrades in existing laboratory sites, and would result in a more efficient operating model to address issues such as sites needing to reroute the majority of samples and specimens they receive to other sites.

**Figure 10: Number of Tests Received, Completed and Transferred Out by Public Health Ontario Laboratory Sites, 2018/19–2022/23**

Source of data: Public Health Ontario

Laboratory Site	# Received <sup>1</sup>	# Completed	# Transferred Out	% Transferred Out
Sudbury	670,052	57,935	612,994	91
Sault Ste. Marie	251,953	87,116	223,915	89
Peterborough	839,389	192,579	668,436	80
Ottawa	3,163,981	1,578,148	2,034,978	64
Timmins	415,938	276,814	203,773	49
Hamilton	2,769,143	1,484,913	1,301,497	47
Thunder Bay	1,027,948	603,753	433,203	42
London	4,211,543	3,224,316	1,199,701	28
Kingston	1,695,958	3,240,155 <sup>2</sup>	366,121	22
Orillia	1,044,555	1,599,189 <sup>2</sup>	213,330	20
Toronto	19,040,243	22,785,785 <sup>2</sup>	233,173	1

1. Refers to the laboratory location that originally logged the sample or specimen in the laboratory information system; includes those tests that hospital and community laboratories and public health units send to this location.

2. Number of laboratory tests completed is greater than number of laboratory tests received mainly due to additional tests that other regional laboratory sites transferred to these laboratory sites.

The most recent iteration of this modernization plan, presented by Public Health Ontario to the Ministry in January 2023, included the same plan to consolidate sites, but instead focused on discontinuing its testing for *H. pylori*, which is not a disease of public health significance, and again recommended the gradual discontinuation of private drinking water testing. This updated plan also showed that current test volumes per full-time-equivalent staff ranged widely between all 11 existing sites, from 775 in Timmins to 13,523 in Hamilton.

A 2020 laboratory facilities report by a private-sector consultant commissioned by the Ministry of Government and Consumer Services (now the Ministry of Public and Business Service Delivery) and Infrastructure Ontario had findings consistent with Public Health Ontario's proposed plan, and made identical recommendations with respect to Public Health Ontario laboratory sites. Our 2020 audit on COVID-19 preparedness and management, Laboratory Testing, Case Management and Contact Tracing, recommended that the Ministry of Health immediately review Public Health Ontario's laboratory modernization plan, and consult with the agency to determine and provide the level of base funding that would allow the agency to fulfill its mandate.

Despite this, at the time of our audit, the Ministry of Health was still in the process of obtaining necessary internal approvals for the plan. We asked the Ministry why the plan was not yet implemented; it informed us that in the 2019 Ontario Budget, the government committed to modernize Ontario's public health laboratory system by developing a regional strategy. However, implementation of this plan was put on hold due to the construction of the new London public health laboratory, as well as increased capacity required from all Public Health Ontario laboratory sites for COVID-19.

## RECOMMENDATION 5

To more efficiently deliver public health laboratory services, we recommend that Public Health Ontario, in conjunction with the Ministry of Health, update and implement a plan within 12 months to streamline public health laboratory operations.

## PUBLIC HEALTH ONTARIO RESPONSE

Public Health Ontario accepts the recommendation, and will continue to work in conjunction with the Ministry of Health to update the plan to streamline and modernize the agency's laboratory operations. Upon receipt of Ministry approval to proceed, Public Health Ontario will commence the phased implementation of the plan. We will work closely with our stakeholders throughout the implementation process to communicate changes in service delivery and minimize service disruptions.

### 4.2.2 Courier Services That Deliver Samples and Specimens Do Not Cover All Regions of the Province

Primary-care clinicians, hospitals and public health units are just some examples of places that send specimens (such as blood, phlegm and stool) to Public Health Ontario laboratory sites across the province for testing. Private citizens also send samples (such as well water) to these sites. Public Health Ontario co-ordinates courier services that pick up and deliver samples and specimens, most of which are sensitive to time and temperature during transit, to and from these locations as well as among its own network of 11 public health laboratory sites. For example, in the five-year period between 2018/19 and 2022/23, 21% of the tests received by public health laboratory sites were transported to other public health laboratory locations for testing.

Over the last five years, Public Health Ontario has relied on a roster of up to 18 courier companies to transport samples and specimens, and has established formal contracts with four of them. Currently, there are two contracted couriers providing the majority of these services to the agency. One company covers the Greater Toronto Area, southwestern Ontario and eastern Ontario; the other company focuses on Northern Ontario. Public Health Ontario engaged the other courier companies on its roster only when needed, such as to supplement any shortfalls of the two contracted courier companies.

Public Health Ontario's spending on courier services has increased by \$1.6 million, or 99%, in the last five years. The majority of this increase is attributable to the change in market pricing for this specialized service, and the remainder is attributable to an 8% increase in overall test volumes over the same period. In 2022/23, Public Health Ontario spent about \$3.8 million on courier services for samples and specimens, up from \$1.9 million in 2018/19, as shown in **Figure 11**.

We could not determine whether Public Health Ontario's courier services fully cover all primary-care clinician offices and hospitals that send samples and specimens to the public health laboratory, because the total number of these collection sites is not readily available. We found, however, that Public Health Ontario does not provide courier services to nine, or 26%, of the 34 public health units. We surveyed these nine public health units, and another random sample of nine geographically dispersed public health units that use Public Health Ontario's contracted courier, of which seven responded. We noted the following:

- Five of the nine public health units that do not use Public Health Ontario's courier were not even aware that this service exists; these public health units therefore had to co-ordinate their

own couriers to send samples and specimens to the public health laboratory.

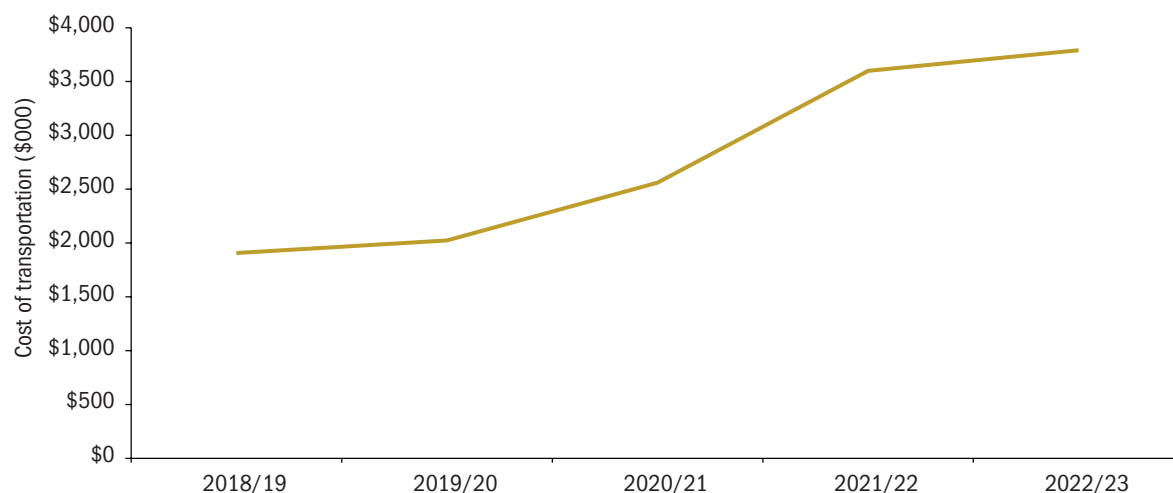
- Of the public health units that use the agency's courier, some cited challenges with the courier services including delayed, missed and/or infrequent pickups; this can sometimes result in samples and specimens being rejected by the public health laboratory as they did not arrive within the time frame required for testing. Public Health Ontario and some public health units also have had to use external couriers to cover the shortfalls of the current courier routes so that samples and specimens can be delivered on time to be suitable for testing.

## RECOMMENDATION 6

To achieve better value for money for the province's use of couriers for the public health laboratory, we recommend that Public Health Ontario, in conjunction with the Ministry of Health, consult with all public health units to determine whether centrally procured courier services for laboratory samples and specimens would be beneficial, and make centrally co-ordinated courier services available to all public health units.

**Figure 11: Public Health Ontario Courier Expenses for Transportation of Laboratory Samples and Specimens, 2018/19-2022/23**

Source of data: Public Health Ontario



## PUBLIC HEALTH ONTARIO RESPONSE

Public Health Ontario accepts the recommendation, and recognizes the importance of better value for money with respect to laboratory courier services across the public health sector. We will work with the Ministry of Health, public health units and other partners, including the Ontario Laboratory Medicine Program, to determine the feasibility of making centrally co-ordinated courier services available to all public health units, including a collaborative procurement approach.

### 4.2.3 Some Laboratory Tests for Diseases of Public Health Significance Not Offered at the Public Health Laboratory

Public Health Ontario provides surveillance of communicable diseases based on data it collects through its laboratory or obtains from other sources. It provides over 270 tests, and is often the only laboratory in Ontario to test for certain diseases, for example, HIV. Providing comprehensive laboratory tests to detect and identify diseases of public health significance in its role as the provincial public health laboratory is therefore critical to effectively protect the health of Ontarians. We compared testing menus from Public Health Ontario to those of other provincial health agencies, and found some examples of tests not done through public health laboratories for diseases of public health significance, such as certain types of testing for latent tuberculosis, and wastewater testing that can identify COVID-19 transmission in geographic areas.

#### Interferon Gamma Radiation Assay for Latent Tuberculosis

One of Public Health Ontario's legislated responsibilities is "to provide scientific and technical advice and support to the health care system and the Government of Ontario in order to protect and promote the health of Ontarians and reduce health inequities." Despite this, we found that the Public Health Ontario laboratory does not offer a test that is specifically beneficial for the

detection of latent tuberculosis in at-risk populations such as Indigenous communities and foreign-born populations.

Latent tuberculosis is a dormant form of tuberculosis, meaning the person does not feel sick or have symptoms, but has the potential to progress to active tuberculosis later in life due to weakened or compromised immune systems. Approximately 15% of people with latent tuberculosis progress to the active disease, which is preventable, as latent tuberculosis can be treated with antibiotics, through shared decision-making between the health-care providers and patients. Statistics from the Government of Canada showed that in 2020, there were 1,772 cases of active tuberculosis in Canada, with more than 80% of these cases found in foreign-born individuals and Indigenous people.

In Ontario, the only publicly funded test to detect latent tuberculosis is a skin test, which public health units and other health-care clinics conduct. Another testing method—interferon gamma release assay (IGRA)—involves blood testing done by laboratories. The last Ministry guidelines on tuberculosis, from 2018, stated that Ontario was assessing the use of IGRA in select communities. However, at the time of our audit, this test was still not publicly funded across Ontario. IGRA is currently available in Ontario at one children's hospital under specific eligibility, as well as selected private laboratories at a cost of around \$90 per test to the patient. Public Health Ontario's laboratory currently does not perform any laboratory tests to detect latent tuberculosis.

Public Health Ontario published a report in 2019 that looked at testing for tuberculosis infection using IGRA as compared to the conventional skin testing method. The report did not look into the estimated costs of delivering IGRA versus the skin test method, but noted the pros and cons of each method as follows:

- The conventional skin test method requires a second clinic visit 48 to 72 hours after the first, which may result in patients, especially those living in rural and northern communities, not making that follow-up visit.



- IGRA is more specific to obtain the right diagnosis but also costlier due to the need for new equipment, training and processing time.
- IGRA requires specimens to be processed within a specific window of time after collection; Public Health Ontario's laboratory does not have co-located facilities to support timely blood specimen collection and submission for assay testing, though one commercially available test can be processed up to 53 hours after specimen collection.

The agency has not more recently analyzed the full costs and benefits of IGRA versus the skin test to detect latent tuberculosis, and does not have plans to do so in the near future. Such an analysis could include the potential impact of not diagnosing and treating someone with latent tuberculosis. For instance, a recent study, using data obtained at a treatment centre in Ontario as well as two other centres in Canada, found that the median cost to treat patients with tuberculosis infection was \$804 for the most easily treatable varieties and ranged as high as \$119,014 for highly drug-resistant tuberculosis infections.

In contrast, the British Columbia Centre for Disease Control has co-ordinated with hospitals to offer IGRA for the diagnosis of latent tuberculosis. It controlled for some of the limitations of this test, such as time from sample collection to processing, by co-ordinating sample collection times with lab availability, to ensure that samples will be tested before spoiling.

### Wastewater Testing

Public Health Ontario does not perform wastewater testing in Ontario, which can identify COVID-19 transmission in geographic areas and supplement other clinical data sources. Currently, wastewater testing is led by the Ministry of the Environment, Conservation and Parks, through its Wastewater Surveillance Initiative. Through this initiative, laboratory tests are conducted through 13 different Ontario universities, as well as the Public Health Agency of Canada's National Microbiology Laboratory.

In contrast, the British Columbia Centre for Disease Control collects samples two to three times a week for testing from wastewater treatment plants in urban

regions across British Columbia, to identify respiratory pathogens such as influenza and COVID-19. At the time of our audit, the Ministry of Health informed us that it was working collaboratively with Public Health Ontario to develop a proposal for a public health model for wastewater surveillance in Ontario.

## RECOMMENDATION 7

To help ensure the public health laboratory in Ontario applies current and best practices to conduct surveillance on diseases of public health significance, we recommend that Public Health Ontario, together with the Ministry of Health:

- perform a jurisdictional scan to compare public health laboratory test menus;
- conduct a cost/benefit analysis on the tests not conducted by the public health laboratory in Ontario to determine whether the alternative tests would yield more accurate and timely results; and
- develop a plan to incorporate new tests into the Ontario public health laboratory test menu.

## PUBLIC HEALTH ONTARIO RESPONSE

Public Health Ontario accepts the recommendation, and will work with the Ministry of Health to ensure that our test menu supports the evolving public health needs and ensures fiscal responsibility. We will continue our work to finalize the public health laboratory test menu for Ontario, which will be informed by a jurisdictional scan of other public health laboratory test menus in Canada and the findings of test cost/benefit analyses.

## 4.3 Weaknesses in Corporate Procurement Policy and Lack of Enforcement, Resulting in Poor Procurement Governance

The Ontario Public Service Procurement Directive (Directive), developed by the Management Board of Cabinet in March 2019, sets out the responsibilities of organizations throughout the procurement process. The purpose of the Directive is to ensure that goods

and services are acquired through an open, fair and transparent process, to reduce purchasing costs, and to ensure consistency in the management of procurement. Public Health Ontario's internal corporate procurement policy, originally drafted in July 2010 and last updated in November 2022, is based on this Directive.

During our audit, we reviewed details of procurement projects that were active as of May 31, 2023, and examined a sample of them. We found that Public Health Ontario did not always follow its own corporate procurement policy, which contributed to weaknesses in procurement governance and could have prevented the agency from achieving value for money. From 2018/19 to 2022/23, Public Health Ontario spent, on average, \$207 million per year in goods and services to operate its laboratory and deliver its science and public health programs.

#### 4.3.1 Agency Staff Purchased Goods and Services from Vendors Using Purchasing Cards Rather than Procuring Them Competitively

We found that Public Health Ontario's laboratory staff were using purchasing cards (P Cards) in ways that are contrary to their intended purposes. As a result, we found instances where the agency did not acquire goods or services through an open, fair and transparent process.

According to the agency's procurement policy, P Cards are "primarily used for low value purchases" and may only be used for individual purchases valued under \$5,000 (or \$10,000 for senior staff) that are "not recurring transactions with a single vendor." The policy further clarifies that "a series of reasonably related transactions shall be considered as a single transaction for purposes of determining the required approval and authority levels." At the time of our audit, the agency had issued P Cards to 126 of its staff, 68 of whom were responsible for laboratory operations.

The corporate procurement policy further states that program areas are required to work with the procurement team "to assist in the planning and coordination of all procurement activities." However, the agency has not been enforcing this requirement. In fact, laboratory staff at Public Health Ontario can

procure goods and services on their own without having to go through the procurement team.

We found that staff from various laboratory sites at Public Health Ontario were using their P Cards to make recurring purchases of laboratory and health-care supplies from the same vendor between 2018/19 and 2022/23. Although the individual purchases were under \$5,000, the cumulative value of the recurring transactions exceeded \$25,000—the amount above which purchases must be procured competitively according to procurement policies. As shown in **Figure 12**, we found that from 2018/19 to 2022/23, Public Health Ontario staff made almost 17,000 transactions on their P Cards with 30 different vendors, for a combined purchase value of over \$11 million over five years. Over \$4 million of this amount related to purchases from two vendors. According to Public Health Ontario, the use of P Cards is required for purchases below \$5,000 in the User Guide for the Vendor of Record arrangement with the top vendor. The User Guide was prepared by the then Ministry of Government and Consumer Services (now Ministry of Public and Business Service Delivery), Ontario Shared Services and Supply Chain Ontario. As a result, its staff have to follow this User Guide, resulting in recurring transactions using their P Cards. Regarding the second vendor, agency staff told us that, until recently, it accepted only P Cards as payment. Excluding the top two vendors, annual transaction values ranged from \$25,133 to \$222,283. Agency staff purchased laboratory equipment and supplies on a recurring basis from these vendors using their P Cards, when they should have instead procured these supplies and equipment competitively.

Our review of the individual transactions found that this practice, although limited to the agency's laboratory operations, was widespread across several laboratory sites. For example, in 2022/23, 35 staff across various laboratory sites cumulatively made 1,339 recurring purchases of medical laboratory and health-care supplies from a single vendor totalling over \$554,000. This is equivalent to an average of 39 recurring transactions per staff member for that year alone. According to Public Health Ontario, these recurring P Card transactions were done in accordance

**Figure 12: Top 10 Vendors by Total Value of Recurring Transactions Charged to Purchasing Cards (P Cards) and Totals for All 30 Vendors, 2018/19–2022/23**

Source of data: Public Health Ontario

Vendor #	# of Years with P Card Charges >\$25,000	Value of Charges (\$)		# of Charges	
		Total	Avg. per Year	Total	Avg. per Year
Top 10 Vendors					
1	5	2,789,087	557,817	6,669	1,334
2	3	1,381,694	460,565	1,349	450
3	5	1,037,100	207,420	1,955	391
4	3	666,848	222,283	882	294
5	5	622,895	124,579	1,350	270
6	5	485,805	97,161	294	59
7	5	475,601	95,120	963	193
8	4	408,235	102,059	523	131
9	4	360,486	90,121	387	97
10	5	352,095	70,419	479	96
All 30 Vendors					
1-30	1-5	11,104,934	3,286,409	16,961	4,111

with the User Guide for the agency's arrangement with this vendor. We noted that the agency's P Card guidelines state that they are used to acquire goods and services that are not required frequently. According to Public Health Ontario, it has to follow this User Guide as opposed to its own procurement policy. This practice was also not limited to a single year. As shown in **Figure 12**, recurring P Card purchases exceeded \$25,000 in all the five years we analyzed.

The agency's finance team explained that for low-dollar and low-risk routine purchases, laboratory operations used P Cards instead of going through competitive procurement in these circumstances either because they needed to acquire the goods urgently, or, in cases where a contract existed between the agency and the vendor, because the contract did not cover the goods they needed. Additionally, they used P Cards for low-dollar and low-risk routine purchases when they needed to source from an alternative vendor if there were unforeseen supply shortages with the existing vendor. The dollar value of these recurring purchases, whether taken per year or cumulatively over the five years, should have required staff to

procure the goods and services competitively, either by soliciting quotes from at least three vendors or requesting bids from vendors. In either process, the procurement would have resulted in formal contracts with the chosen vendors, stipulating deliverables, payments and performance monitoring. However, because these transactions were made through P Cards, the agency's procurement team was not involved in these procurements, even though the team is responsible for monitoring the agency's compliance with both internal and public-sector procurement policies. At the time of our audit, the finance team did not periodically review P Card use across the agency to identify recurring transactions for which central procurement might be used without the need to use P Cards.

Our review of individual P Card limits noted that six of the cards have spending limits that range from \$35,000 to \$60,000, and one card has a limit of \$200,000 specifically for urgent COVID-19 pandemic-related purchases. According to Public Health Ontario, these exceptions were granted to meet operational needs resulting from the pandemic.



### 4.3.2 Vendor Progress and Performance Not Measured or Monitored

We found that Public Health Ontario does not have a formal process to track vendor performance and non-compliance, and does not always evaluate whether vendors have accomplished deliverables before it makes payment. As a result, procurement staff cannot easily verify, as part of their responsibilities to manage contracts, whether the vendor's work has been completed satisfactorily and whether the vendor met agreed upon terms before making payments.

Public Health Ontario's corporate procurement policy does not outline how to periodically monitor vendor performance and how to resolve matters of poor performance or non-compliance, even though the Directive outlines that vendor performance must be managed and documented, and any performance issues must be addressed.

Nonetheless, over half of the contracts we reviewed included requirements for the vendor to submit mandatory quarterly activity reports to Public Health Ontario that reflect all activities pertaining to the provision of goods and services. We requested copies of these reports submitted to Public Health Ontario for all contracts we reviewed, but the agency could not provide these reports for any contracts in our sample.

We also found that over half of the contracts we reviewed required the creation of a Contract Management Committee with representatives from Public Health Ontario and the vendor. The contract terms require the committee to meet regularly and conduct quarterly or semi-annual reviews of the vendors' fulfillment of the deliverables. We requested minutes of committee meetings; the agency informed us that the committees, though mentioned in the contracts, were never struck or acted upon. As a result, these reviews had not been completed at the time of our audit.

The procurement team told us that they regularly met with program staff to review contracts and discuss procurement issues, and that they had not identified performance issues with any of the vendors in our sample. However, they could not provide us with supporting documentation for 35% of our sample. In all

cases where the agency provided us with documentation, the communication between procurement staff and program area staff centred around clarification about contract terms and renewal options, with no discussion of the vendor's performance.

We noted that, as of May 31, 2023, 43 vendors had between two and seven active contracts with Public Health Ontario, with one vendor accounting for \$32 million in contracts. The value of the contracts with just these 43 vendors totalled \$108 million, which comprised 78% of the total value of all active contracts at the time. The multiple contracts with certain vendors highlight the importance of having a system in place to monitor and document vendor performance across different contracts.

The consequences of not monitoring vendor performance were evident in 2022 when Public Health Ontario paid a consulting firm almost \$50,000 to conduct a survey of staff to assess burnout, and recommend policies and practices to address agency staff burnout resulting from the COVID-19 pandemic. At the conclusion of the contract, the vendor recommended that Public Health Ontario develop initiatives to help staff become involved with self-help activities such as exercise and meditation. The vendor also recommended that the agency implement policies that would provide staff with sufficient time off to allow meaningful recovery from work stress. However, the agency already had these initiatives and policies in place at the time; it had provided the consultant with its existing initiatives and policies, but the consultants still made these recommendations. With proper vendor performance monitoring, this lapse would have been identified earlier, thereby preventing the redundant recommendations.

The lack of vendor performance tracking also hinders Public Health Ontario's ability to review its history with vendors to help inform its decision-making process when engaging a vendor for a new project. In our review of a sample of contracts, we noted that in 73% of cases, there was no discussion of the vendors' historical performance with the agency or evidence of reference checks to inquire about other organizations' past experience with the vendors. For example, four

of the contracts we reviewed, with a combined value of over \$32 million, were awarded to one vendor. The contracts had effective dates between March 2020 and April 2022 for terms of three to over six years. None of the documentation for any of the four contracts discussed the vendor's historical performance.

## RECOMMENDATION 8

To help ensure that Public Health Ontario is using taxpayer money to procure goods and services in an open and transparent manner and is receiving value for money, we recommend that Public Health Ontario:

- review the use of purchasing cards at least on an annual basis to identify recurring transactions with vendors, and take corrective actions as necessary;
- monitor that payments to vendors are made only when goods and services have been satisfactorily delivered and within the contract ceiling price;
- evaluate vendor progress and performance in accordance with contract terms; and
- develop and implement a process to include evaluation results in the consideration of vendor selection in future projects.

## PUBLIC HEALTH ONTARIO RESPONSE

Public Health Ontario accepts the recommendation. Prior to the pandemic, we had initiated a purchasing card (P Card) project to reduce P Card usage in Laboratory Operations. The project, which was paused during the COVID-19 pandemic, was restarted in April 2023 and is now expected to be completed by February 2024. Public Health Ontario also plans to augment our procurement practices to ensure that processes are in place to evaluate vendor progress and performance. We will develop and implement a risk-based vendor performance framework to support these processes.

## 4.4 Public Health Ontario Has No Succession Plan in Place for Specialized Management Roles

Public Health Ontario does not have a formal succession plan in place to identify when key roles may need to be filled, such as in the case of retirement. This leaves Public Health Ontario at risk of being without senior leadership and/or key specialized roles for long periods before the positions are filled, potentially affecting its ability to appropriately respond to public health risks, especially during times of emergency.

The agency employs a wide variety of specialized roles, such as medical laboratory technologists, public health physicians, epidemiologists, clinical microbiologists, scientists and more. The scientific and technical advice Public Health Ontario provides to its clients is dependent on having a skilled workforce and anticipating any changes in these highly specialized roles, so that the agency can continue to carry out its mandate without any setbacks.

The impact of not having a succession plan was felt during the COVID-19 pandemic, when between April 2020 and September 2021, Public Health Ontario lost its President and CEO, Chief Health Protection Officer, and Chief of Microbiology and Laboratory Science all in the span of 17 months. Except for the President and CEO role, which was filled temporarily by an existing executive, these positions were filled by promoting internal senior leaders at a time when Public Health Ontario was looked to for leadership. The position of President and CEO was filled in July 2022, more than two years after its temporary holder took on the role.

In its 2017/18 annual business plan, Public Health Ontario outlined a strategic direction to continue to improve employee engagement, which included piloting a succession planning process for senior leadership positions. Work on this had begun in 2019 prior to the pandemic, specifically with the laboratory, such as developing guiding documents to support the succession planning process. More recently, in its 2020/23 strategic plan, Public Health Ontario outlined a

goal to build leadership capacity, by developing and implementing a proactive approach to workforce and succession planning that enhances diversity and inclusion and improves continuity and consistency of services. At the time of our audit, Public Health Ontario had not fully realized this goal.

Public Health Ontario also does not track which senior leadership or specialized positions have had a successor identified internally, and has not set a target for when a successor should be identified before an anticipated departure. Further, the agency does not have a formal process to identify which staff, including those in senior leadership or specialized positions, are about to retire and therefore would leave a position vacant or without effective leadership. During our audit, in June 2023 the agency's new Chief of Health Promotion and Environmental Health Officer assumed the full responsibilities of the position only after a transition period that had begun with her predecessor's retirement in January 2023. The predecessor's retirement was known from May 2022, at which point a formal public recruitment began. However, this role required an experienced public health physician executive, and there was a limited pool of qualified candidates. Although the successful candidate accepted the position in March 2023, the responsibilities of the position were still being covered by agency executives for an additional three months, during which the successful candidate was transitioning to her new role.

Other jurisdictions have targeted goals in their strategic plans and annual reports for the proportion of prioritized positions they want to have a successor identified for internally. For example, Quebec's Institut national de santé publique has a stated objective to anticipate the retirement of staff members whose expertise plays a key role in the pursuit of the institute's mission, and to develop succession plans to offset the impact of such departures by focusing on the full potential of its personnel. The Quebec institute targeted 60% of its prioritized positions to have an internal successor identified in 2020/21.

## RECOMMENDATION 9

To better prepare Public Health Ontario in continuing to deliver its mandate with the support of skilled staff and management, we recommend that Public Health Ontario:

- conduct an analysis to determine when senior positions and specialized roles are expected to become vacant;
- identify and develop potential talent from within the organization, or identify the need to recruit;
- develop and track key performance indicators that support succession planning; and
- develop and implement a succession plan for senior leadership and specialized roles.

## PUBLIC HEALTH ONTARIO RESPONSE

Public Health Ontario accepts the recommendation. We are currently in the process of developing a new human resources strategy, which will include a focus on succession planning for the organization and will incorporate the elements described in the recommendation.

## 4.5 Continuous Improvement Efforts Needed to Collect Better Data on Performance Indicators

### 4.5.1 Public Health Ontario's Performance Indicators Mostly Measure Output Volume Instead of Client Satisfaction or Service Quality

Public Health Ontario establishes performance indicators as well as targets in its annual business plans; however, these indicators mostly focus on quantifying the output of the agency's operational activities rather than client satisfaction and actual performance of its core activities, making it difficult for the agency to demonstrate that it has been effective in meeting the needs of its clients.

As early as 2018/19, Public Health Ontario acknowledged in its annual report that the performance of public health organizations is often difficult to assess quantitatively. The agency noted that it continued to explore new approaches to performance measurement to incorporate additional impact, value and outcome considerations. Its 2018 peer review also recommended that the current performance indicators could be reoriented to capture service quality rather than focusing largely on volume of services delivered. However, the agency has made little progress on this. It stated in its 2021/22 annual report that it did not advance this work substantively due to focusing on requirements relating to the COVID-19 pandemic.

At the time of our audit, Public Health Ontario was tracking performance indicators that are mostly volumetric. These include the number of knowledge products published on the agency's website, the number of visits to the agency's online data and analytic tools, and the number of scientific and technical support activities and data requests completed in response to clients and stakeholders.

With respect to measuring client satisfaction, the only performance indicator where satisfaction is directly measured is the percentage of professional development sessions achieving a client/stakeholder rating of at least 3.5 out of 5. The agency noted that it also measures the quality of its core activities and services through indicators of the percentage of laboratory tests completed within the target turnaround time that it has established, and the percentage of multi-jurisdictional outbreaks of diseases of public health significance that it assesses for further investigation within one day of being notified. In our view, these are indirect measures of client satisfaction. Public Health Ontario also noted that it frequently receives client feedback; however, these results are not shared publicly.

The agency informed us that, historically, it has conducted client satisfaction surveys via third-party marketing firms on a two-year cycle, with its last survey completed in 2016. Since then, the agency has

not sought these services due to government-imposed expenditure constraints.

In contrast, the Institut national de santé publique du Québec reported on more client-focused performance indicators such as clients' satisfaction with the usefulness of the institute's scientific productions to support them in their work, and satisfaction with its support for intervention with public health departments in the event of a public health threat (for more examples of these indicators, see **Appendix 5**).

Public Health Ontario informed us that it last fully reviewed its performance indicators during the development of its 2014–19 strategic plan. At that time, the agency reframed the performance scorecard reported in its annual reports to better align with its strategic direction. While it continues to review them on an annual basis, it plans to conduct its next full review of organizational performance measurement when it develops its next strategic plan, covering 2024–29.

#### 4.5.2 Public Health Ontario Does Not Track or Report on Performance of Several Key Functions or Programs

Public Health Ontario's suite of performance indicators do not cover all its key functions, for example, the performance of its research ethics committee, environmental and occupational health program consults, or the agency's Locally Driven Collaborative Projects, explained in **Section 2.2.5**.

Public Health Ontario has contracts with 26 public health units to perform ethics reviews for local research these health units plan and conduct. According to the World Health Organization's Tool for Benchmarking Ethics Oversight of Health-Related Research with Human Participants, among the criteria research ethics committees should select to evaluate is time from a project application's submission to its approval. Public Health Ontario confirmed with us that it had not established clear definitions for the submission date of a project application for the purposes of tracking turnaround time.

We reviewed ethics reviews conducted by Public Health Ontario's research ethics committee for public health units from 2017/18 to 2022/23 using the date of receipt or, in lieu of that, the earliest indicated date, and found that on average it completed the reviews in seven weeks, ranging from one week to 18 weeks. When asked why this was not reported as a performance indicator, the agency informed us that it was still in the process of determining an appropriate performance indicator for ethics reviews, as the time it takes to grant approval may vary due to the quality of the application, including missing information or necessary follow-up with the applicants.

We looked to other public health agencies, and found that the joint ethics review board for Health Canada and the Public Health Agency of Canada reported on its review board turnaround time, citing an average of 42 days (six weeks) in 2021/22 from time of application submission to approval, and this was reported in its ethics review board's annual report. Tracking this metric and publicly reporting on it may allow Public Health Ontario to identify education opportunities for the agency to train public health units on best practices relating to the development of project applications, and a demonstrated record of efficiency will help as the agency works toward bringing the remaining public health units into agreements for its services.

### 4.5.3 Public Health Ontario Does Not Track or Report Uptake of Its Services by Public Health Issue

Between 2020/21 and 2022/23, Public Health Ontario on average received about 1,630 requests annually from all clients, including public health units, which represent about 50% of those requests. The agency internally tracks the number of requests by the responsible lead program areas that handle them, but not by public health issue. Tracking and reporting on incoming requests by public health issue, such as alcohol, cannabis, dental health, food safety and healthy eating, could help the agency better inform and advise the Ministry on the most topical issues on which public health units require assistance from Public Health Ontario throughout the year, which would in turn provide the Ministry with a more complete picture of public health events that require intervention throughout the year across all three pillars of the public health system.

As shown in **Figure 13**, between 2020/21 and 2022/23, Public Health Ontario's "health protection" was assigned as the lead program area for most of these requests, which includes communicable diseases, emergency preparedness and response. The high volume of requests in this program area likely corresponded with the COVID-19 pandemic and can

**Figure 13: Lead Program Areas Where Public Health Ontario Received Requests from All Clients, 2020/21-2022/23**

Source of data: Public Health Ontario

Lead Program Area	2020/21	2021/22	2022/23
Health Protection <sup>1</sup>	1,540	1,441	980
Environmental and Occupational Health	216	120	122
Health Promotion, Chronic Disease and Injury Prevention	77	35	57
Laboratory <sup>2</sup>	126	115	49
Other <sup>3</sup>	11	7	14
<b>Total</b>	<b>1,970</b>	<b>1,718</b>	<b>1,222</b>

1. Includes communicable diseases, emergency preparedness and response, infection prevention and control and antimicrobial stewardship.

2. Reflects the requests made primarily by public health units and the Ministry of Health; separate from support requests to the laboratory customer support centre.

3. Includes knowledge exchange and communications, strategy stakeholder relations, and legal and privacy.



be readily linked to that public health issue. However, program areas such as “environmental and occupational health” and “health promotion, chronic disease and injury prevention” cover a wide range of potential public health issues and yield less specific information to inform the full scope of issues raised by requestors. Public Health Ontario noted that the title and description of the request can be filtered for key words. However, this is not done regularly, and can result in inconsistency.

In addition, the agency reports publicly only on total volume of outputs but does not break down the total into program areas. For example, one of its performance indicators is “responses to client and stakeholder requests,” which includes all program areas.

### RECOMMENDATION 10

To increase its value and impact on public health units and other clients, we recommend that Public Health Ontario:

- conduct a jurisdictional scan of key performance indicators used by other public health agencies, focusing on those that measure client satisfaction;
- establish and collect data on key performance indicators that are focused on client satisfaction and outcomes;
- update the request tracking database to categorize requests according to public health issue, and report on this in its annual report; and
- publicly report on key performance indicators, including those that relate to client and stakeholder requests, broken down by program areas.

### PUBLIC HEALTH ONTARIO RESPONSE

Public Health Ontario accepts the recommendation. As described in the report, we intend to complete a fundamental review of organization-wide performance measurement as part of the implementation of our new Strategic Plan for 2024–29. We will use that review as an opportunity to introduce additional performance indicators that are focused on client satisfaction and outcomes, informed by a jurisdictional scan of performance indicators used by other public health agencies. We also plan to make updates to our request tracking database at the start of the next fiscal year, which will enable reporting on client request performance indicators broken down by the lead program area and public health issue.

## 4.6 IT Governance and Operations of Public Health Ontario

We examined Public Health Ontario’s information technology (IT) controls and processes related to user account management, cybersecurity and software management. Due to the nature of these findings and so as to minimize the risk of exposure for Public Health Ontario, we provided relevant details of our findings and recommendations directly to Public Health Ontario. Public Health Ontario agreed with the recommendations and committed to implementing them.

## Appendix 1: Diseases of Public Health Significance under the *Health Protection and Promotion Act*

Prepared by the Office of the Auditor General of Ontario

Disease	Communicable <sup>1</sup>	Virulent <sup>2</sup>
Acquired immunodeficiency syndrome (AIDS)	✓	
Acute flaccid paralysis		
Amebiasis	✓	
Anaplasmosis		
Anthrax	✓	
Babesiosis		
Blastomycosis	✓	
Botulism	✓	
Brucellosis	✓	
<i>Campylobacter</i> enteritis	✓	
Carbapenemase-producing Enterobacteriaceae infection or colonization	✓	
Chancroid	✓	
Chickenpox (varicella)	✓	
<i>Chlamydia trachomatis</i> infections	✓	
Cholera	✓	✓
<i>Clostridium difficile</i> infection outbreaks in public hospitals	✓	
Creutzfeldt-Jakob disease, all types	✓	
Cryptosporidiosis	✓	
Cyclosporiasis	✓	
Diphtheria	✓	✓
Diseases caused by a novel coronavirus, including severe acute respiratory syndrome (SARS), Middle East respiratory syndrome (MERS) and coronavirus disease (COVID-19)	✓	
<i>Echinococcus multilocularis</i> infection	✓	
Encephalitis, primary, viral	✓	
Encephalitis, post-infectious, vaccine-related, subacute sclerosing panencephalitis, unspecified		
Food poisoning, all causes	✓	
Gastroenteritis, outbreaks in institutions and public hospitals	✓	
Gonorrhea	✓	✓
Group A streptococcal disease, invasive	✓	
Group B streptococcal disease, neonatal		
<i>Haemophilus influenzae</i> disease, all types, invasive	✓	
Hantavirus pulmonary syndrome	✓	
Hemorrhagic fevers, including Ebola virus disease, Marburg virus disease, Lassa fever, and other viral causes	✓	✓
Hepatitis A, viral	✓	
Hepatitis B, viral	✓	
Hepatitis C, viral	✓	

Disease	Communicable <sup>1</sup>	Virulent <sup>2</sup>
Influenza	✓	
Legionellosis	✓	
Leprosy	✓	✓
Listeriosis	✓	
Lyme disease		
Measles	✓	
Meningitis, acute, including bacterial, viral and other	✓	
Meningococcal disease, invasive	✓	
Mumps	✓	
Ophthalmia neonatorum		
Paralytic shellfish poisoning	✓	
Paratyphoid fever	✓	
Pertussis (whooping cough)	✓	
Plague	✓	✓
Pneumococcal disease, invasive	✓	
Poliomyelitis, acute	✓	
Powassan virus		
Psittacosis/ornithosis	✓	
Q fever	✓	
Rabies	✓	
Respiratory infection outbreaks in institutions and public hospitals	✓	
Rubella	✓	
Rubella, congenital syndrome	✓	
Salmonellosis	✓	
Shigellosis	✓	
Smallpox and other orthopoxviruses, including monkeypox	✓	✓
Syphilis	✓	✓
Tetanus	✓	
Trichinosis	✓	
Tuberculosis	✓	✓
Tularemia	✓	
Typhoid fever	✓	
Verotoxin-producing <i>E. coli</i> infection, including hemolytic uremic syndrome (HUS)	✓	
West Nile virus illness		
Yersiniosis	✓	

1. An illness caused by pathogenic microorganisms, such as bacteria, viruses, parasites or fungi; can spread from the environment or from one person to another.
2. A pathogen's or microorganism's ability to cause damage to a host, such as a human.



## Appendix 2: Mandatory Requirements for Board-Governed Agencies per Agencies and Appointments Directive

Prepared by the Office of the Auditor General of Ontario

Requirement	Details
<b>Directives</b>	<ul style="list-style-type: none"> <li>Must comply with all Treasury Board/Management Board of Cabinet (TB/MBC) directives whose application and scope cover board-governed agencies, unless exempted</li> </ul>
<b>Mandate reviews</b>	<ul style="list-style-type: none"> <li>Required once every six years</li> </ul>
<b>Mandate letter</b>	<ul style="list-style-type: none"> <li>Provided to the agency in time to influence business plan, no later than 180 calendar days prior to the start of the agency's next fiscal year</li> </ul>
<b>Business plan</b>	<ul style="list-style-type: none"> <li>Must be submitted to Minister no later than one month before the start of the provincial agency's fiscal year</li> <li>Must be Minister approved</li> <li>Must be submitted to Chief Administrative Officer or executive lead three months prior to the beginning of the agency's fiscal year</li> </ul>
<b>Annual Report</b>	<ul style="list-style-type: none"> <li>Must be submitted to Minister:               <ul style="list-style-type: none"> <li>no later than 120 calendar days after the provincial agency's fiscal year-end, or</li> <li>where the Auditor General is the auditor of record, within 90 calendar days of the provincial agency's receipt of the audited financial statement</li> </ul> </li> <li>Minister must approve within 60 calendar days of the Ministry's receipt of the report</li> <li>The Ministry must table an agency's annual report in the Legislative Assembly within 30 days of Minister's approval of the report</li> </ul>
<b>Compliance attestation</b>	<ul style="list-style-type: none"> <li>Chairs of board-governed agencies must send a letter to the responsible Minister, at a date set by annual instructions, confirming their agency's compliance with legislation, directives and accounting and financial policies</li> <li>To support the Chair, Chief Executive Officers of provincial agencies should attest to the Chair that the provincial agency is in compliance with mandatory requirements</li> </ul>
<b>Public posting</b>	<ul style="list-style-type: none"> <li>MOU, business plan and annual report must be made available to the public on a government or provincial agency website within 30 calendar days of Minister's approval of each</li> <li>Agency mandate letter must be made available to the public on a government or provincial agency website at the same time as the agency's business plan</li> <li>Expense information for appointees and senior executives must be posted on a government or provincial agency website</li> </ul>
<b>Memorandum of understanding (MOU)</b>	<ul style="list-style-type: none"> <li>Must have a current MOU signed by the Chair and Minister</li> <li>Upon a change in one of the parties, an MOU must be affirmed by all parties within six months</li> </ul>
<b>Risk assessment evaluation</b>	<ul style="list-style-type: none"> <li>Ministries are required to complete risk assessment evaluations for each provincial agency</li> <li>Ministries must report high risks to TB/MBC on a quarterly basis</li> </ul>
<b>Financial audit</b>	<ul style="list-style-type: none"> <li>Financial statements must be audited and reported based on meeting audit threshold criteria</li> </ul>

## Appendix 3: Jurisdictional Scan of Public Health Agencies in Canada

Prepared by the Office of the Auditor General of Ontario

	<b>Canada:</b> Public Health Agency of Canada	<b>British Columbia:</b> BC Centre for Disease Control	<b>Quebec:</b> Institut national de santé publique du Québec
<b>Mandate and function</b>	<ul style="list-style-type: none"> <li>• Contributes to disease and injury prevention and health promotion.</li> <li>• Enhances sharing of surveillance information and knowledge of disease and injury.</li> <li>• Provides federal leadership and accountability in managing public health events.</li> <li>• Strengthens intergovernmental collaboration and facilitates national approaches to public health policy and planning.</li> <li>• Serves as a central point for sharing public health expertise across Canada and with international partners, and for using this knowledge to inform and support Canada's public health priorities.</li> </ul>	Provides surveillance, detection, prevention, treatment, policy development, and health promotion programming to promote and protect the health of British Columbians.	Offers expertise and support to Quebec's Ministre de la Santé and the health sector.
<b>Governing document(s)</b>	<i>Public Health Agency of Canada Act, 2006</i> <i>Department of Health Act, 1996</i> <i>Quarantine Act, 2005</i> <i>Human Pathogens and Toxins Act, 2009</i>	<i>Societies Act, 2015</i> Provincial Health Services Authority (Authority) Constitution and By-Laws	<i>The Act respecting Institut national de santé publique du Québec, 1998</i>
<b>Organization type</b>	Agency	Non-profit/Agency	Agency
<b>Governed by Board</b>	No	Yes—part of the Authority	Yes

	<b>Canada:</b> Public Health Agency of Canada	<b>British Columbia:</b> BC Centre for Disease Control	<b>Quebec:</b> Institut national de santé publique du Québec
<b>Reporting relationship</b>	<p>The President is the deputy head of the agency and reports to the Minister of Health.</p> <p>As part of the agency, the Chief Public Health Officer provides the Minister of Health and the President of the agency with scientific public health advice.</p>	<p>The Vice President, Population and Public Health, is the lead for the agency and reports to the CEO of the Authority.</p> <p>The CEO of the Authority reports to the Authority's Board Chair.</p> <p>The Board Chair of the Authority is the interface between the CEO and the Minister.</p> <p>The Provincial Health Officer reports to the Ministry of Health and is external to the agency but works with it on disease control, health protection and population health.</p>	<p>All Board members, including the Président-directeur général and Chair of the Board, are appointed by the government.</p> <p>The Board reports to the Minister.</p> <p>The province's Directeur national de santé publique reports to the sous-ministre à la Santé et aux Services sociaux and is external to the agency.</p>
<b>Board appointment process</b>	Governor-in-Council appointment	Appointed by the government	Appointed by the government
<b># of full-time-equivalent employees</b>	4,565	444	666

## Appendix 4: Audit Criteria

Prepared by the Office of the Auditor General of Ontario

- 
1. Effective governance and accountability structures are in place and operating to ensure Public Health Ontario operates cost-effectively.
- 
2. Public Health Ontario's role in Ontario's public health system is clearly defined, and understood by its clients, stakeholders and the public.
- 
3. Public Health Ontario has access to and collects relevant data and provides timely and objective data analyses and advice to its clients that meet their needs.
- 
4. Public Health Ontario has effective processes in place to support public health units in developing programs and capacity to help deliver public health services locally, and seeks to identify opportunities for minimizing duplication of efforts in the public health system and achieving efficiencies in the laboratory system.
- 
5. Public Health Ontario has resources available to fulfill its mandate and allocates and uses them efficiently and effectively.
- 
6. Performance measures and targets are established, monitored and compared against actual results to ensure that the intended outcomes are achieved, and are publicly reported.
- 
7. Processes are in place to identify areas of improvement and to operate more efficiently and effectively, and changes are made on a timely basis.
-

## Appendix 5: Institut national de santé publique du Québec Examples of Strategic Objectives Performance Measures, 2021/22

Source of data: Institut national de santé publique du Québec

	Indicators	Target (%)
<b>Participate in relevant legislative and governmental processes</b>	Rate of participation in parliamentary committees and selected public consultations	<b>80</b>
<b>Support public departments in their regional partnerships</b>	Response rate to requests for support from public health departments in health impact assessment	<b>90</b>
<b>Support public health actors in integrating knowledge into their practices</b>	Client satisfaction rate on the usefulness of scientific productions to support clients in their work	<b>95</b>
<b>Continuously capture the needs of regional partners</b>	Satisfaction rate regarding support for intervention with public health departments in the event of a threat to the health of the population	<b>90</b>
<b>Deliver scientific products in a timely manner for decision-makers</b>	Rate of compliance with the deadlines set out in the charter of prioritized projects	<b>80</b>





## Office of the Auditor General of Ontario

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[www.auditor.on.ca](http://www.auditor.on.ca)

April 23, 2024

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

Sent via email: [premier@ontario.ca](mailto:premier@ontario.ca)

**Re: Provincial Regulations Needed to Restrict Keeping of Non-native ("exotic") Wild Animals  
Our File 35.11.2**

Dear Premier Ford,

At its meeting held on April 8, 2024, St. Catharines City Council approved the following motion:

WHEREAS Ontario has more private non-native ("exotic") wild animal keepers, roadside zoos, mobile zoos, wildlife exhibits and other captive wildlife operations than any other province; and

WHEREAS the Province of Ontario has of yet not developed regulations to prohibit or restrict animal possession, breeding, or use of non-native ("exotic") wild animals in captivity; and

WHEREAS non-native ("exotic") wild animals can pose very serious human health and safety risks, and attacks causing human injury and death have occurred in the province; and

WHEREAS the keeping of non-native ("exotic") wild animals can cause poor animal welfare and suffering, and poses risks to local environments and wildlife; and

WHEREAS owners of non-native ("exotic") wild animals can move from one community to another even after their operations have been shut down due to animal welfare or public health and safety concerns; and

WHEREAS municipalities have struggled, often for months or years, to deal with non-native ("exotic") wild animal issues and have experienced substantive regulatory, administrative, enforcement and financial challenges; and



WHEREAS the Association of Municipalities of Ontario (AMO), the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) and the Municipal Law Enforcement Officers' Association (MLEOA) have indicated their support for World Animal Protection's campaign for provincial regulations of non-native ("exotic") wild animals and roadside zoos in letters to the Ontario Solicitor General and Ontario Minister for Natural Resources and Forestry;

THEREFORE BE IT RESOLVED that the City of St. Catharines hereby petitions the provincial government to implement provincial regulations to restrict the possession, breeding, and use of non-native ("exotic") wild animals and license zoos in order to guarantee the fair and consistent application of policy throughout Ontario for the safety of Ontario's citizens and the non-native ("exotic") wild animal population; and

BE IT FURTHER RESOLVED that this resolution will be forwarded to all municipalities in Ontario for support, the Premier of Ontario, Ontario Solicitor General, Ontario Minister for Natural Resources and Forestry, MPP Jennie Stevens, MPP Sam Oosterhoff, MPP Jeff Burch, AMO, AMCTO, and MLEAO.

If you have any questions, please contact the Office of the City Clerk at extension 1524.



Kristen Sullivan, City Clerk  
Legal and Clerks Services, Office of the City Clerk  
:av

cc: The Honourable Michael S. Kerzner, Solicitor General  
The Honourable Graydon Smith, Minister of Natural Resources and Forestry  
Local MPPs  
Association of Municipalities of Ontario (AMO)  
Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO)  
Municipal Law Enforcement Officers' Association of Ontario (MLEAO)  
All Municipalities of Ontario





**Date:** February 20, 2024

**Resolution COU-2024-063**

**Moved By:** Councillor Byron Faretis

**Seconded By:** Councillor Jeff Wheeldon

Whereas, the Municipality of Brighton faces challenges related to limited access to transportation, and there exists a pressing need for a ride-sharing service to address transportation gaps within our community;

And Whereas Rideshare services are increasingly relied upon by seniors, students, visitors and tourists, and residents looking for safe, affordable, convenient, and reliable ways to travel;

And Whereas, the standardization and consistency of regulations across municipalities, particularly in Ontario, can improve the efficiency and effectiveness of the regulatory framework;

And Whereas, transferring the responsibility of ride-share regulations and licensing to the provincial level would contribute to a more streamlined and uniform governance structure, while eliminating associated red tape and unnecessary administrative costs;

Therefore, Be It Resolved that the Municipality of Brighton Council hereby expresses its support for the migration of ride-share regulations and licensing from the municipal level to the provincial level;

Be It Further Resolved that the Municipality of Brighton Council formally requests the Government of Ontario to initiate the transfer of responsibilities in the interest of creating a more coherent and standardized regulatory framework for ride-sharing services across the province;

Be It Further Resolved that copies of this motion be distributed to the Honourable Doug Ford, Premier of Ontario; the Honourable Prabmeet Sarkaria, Minister of Transportation; the Honourable Paul Calandra, Minister of Municipal Affairs and Housing; the Honourable David Piccini, Member of Provincial Parliament for Northumberland-Peterborough South; the Association of Municipalities of Ontario (AMO); the Eastern Ontario Wardens Caucus, the County of Northumberland; and all six neighbouring Northumberland lower-tier municipalities, and all Ontario municipalities.

Carried ☐ OR Defeated ☐

\_\_\_\_\_  
Mayor

Recorded Vote		<u>For Clerks Use Only</u>			
Recorded vote called by: _____					
	For	Against	Abstain	Absent	COI
Mayor Brian Ostrander					
Deputy Mayor Ron Anderson					
Councillor Byron Faretis					
Councillor Anne Butwell					
Councillor Emily Rowley					
Councillor Jeff Wheeldon					
Councillor Bobbi Wright					
<b>Total</b>					
<b>Carried</b> <input checked="" type="checkbox"/> <b>Defeated</b> <input type="checkbox"/>					<b>Clerk's Initials</b> <div>CD</div>

**The Corporation of the Township of Southgate**  
**By-law Number 2024-045**  
**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 April 30, 2024**

**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 April 30, 2024 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 April 30, 2024 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 30<sup>th</sup> day of April 2024.**

\_\_\_\_\_  
Brian Milne - Mayor

\_\_\_\_\_  
Lindsey Green – Clerk