



Township of East Garafraxa
Council Meeting Agenda
Meeting to be Held Electronically/Virtually
Tuesday, March 28, 2023 at 2:00 P.M.
[Zoom Meeting Registration Link](#)

1. Opening of Meeting

2. Added Items (Late Submissions – If Any)

3. Approval of Agenda

Recommended Motion:

BE IT RESOLVED THAT: The agenda be approved as circulated.

4. Disclosure of Pecuniary Interest and General Nature Thereof

5. Approval of Minutes

5.1 Council Meeting Minutes for March 14, 2023

Recommended Motion:

BE IT RESOLVED THAT: Council do hereby adopt the minutes of the Regular Council Meeting held on March 14, 2023, as circulated.

5.2 Business arising from Minutes

6. Public Question Period 2:10 p.m.

*Questions to be sent by email to Jessica Kennedy, Clerk at jkennedy@eastgarafraxa.ca no later than Monday March 27, 2023, at noon.

7. Delegation(s) / Presentation(s)

Nothing at this time.

8. Public Meeting(s)

Nothing at this time.

9. Unfinished Business

9.1 **Grand Opening/Open House Discussion**

9.2 **Grant Requests**

9.2.1 **Grand Valley Fall Fair Sponsorship Request**

Recommended Motion:

BE IT RESOLVED THAT: Council do hereby support the Grand Valley Agricultural Society's sponsorship/donation request for the 2023 Grand Valley Fall Fair in the amount of \$250.00.

9.2.2 Dufferin County Multicultural Foundation

Recommended Motion:

BE IT RESOLVED THAT: Council do hereby support the Dufferin County Multicultural Foundation's sponsorship/donation request in the amount of \$300.00 for 2023;

And further that a Proclamation for June 27th as Multicultural Day be brought forward at a future Council Meeting.

10. Public Works Department

Nothing at this time.

11. Treasury and Accounts

11.1 Bills & Accounts

Recommended Motion:

BE IT RESOLVED THAT: Bills and Accounts be paid in the amount of:

General \$ 190,764.91

Roads \$ 37, 888.18

11.2 MTAG Paralegal Professional Corporation

11.2.1 Staff Report dated March 17, 2023

11.2.1.1 Proposed By-Law (Schedule "A" Agreement) (see item 20.1)

Recommended Motion:

BE IT RESOLVED THAT: the Treasurer's report on MTAG Services be received;

AND THAT the agreement with MTAG be included in a Bylaw, for confirmation;

AND THAT all fees paid to MTAG for their services be charged to the Gravel Pit Reserve.

12. Planning Department

12.1 **Consent Applications B1-23 & B2-23 Decision; Applicant Ron Davidson, Land Use Planning Consultants Inc., on behalf of owners Sam and Cheryl Greenwood - 391405 18th Line, Concession 19, West Part Lots 7 & 8**

12.1.1 Consultant Planning Report dated March 22, 2023

12.1.2 Staff Memo Regarding Conditions (refer to memo for recommended motions)

- 12.2 **Ontario Land Tribunal (OLT)**
- 12.2.1 OLT-22-004307 – OLT Decision Issued March 16, 2023 (63076 County Road 3), Marsville Estates Inc. (ME)

13. County of Dufferin Business

- 13.1 **County Council Meeting(s)**
- 13.1.1 [March 9, 2023 Council Meeting Video \(YouTube\)](#)
- 13.2 **Committee Meetings Agendas – March 23, 2023**
- 13.2.1 [Infrastructure and Environmental Services – 9:00 a.m.](#)
- 13.2.2 [General Government Services – 11:30 a.m.](#)
- 13.2.3 [Health & Human Services – 1:00 p.m.](#)
- 13.2.4 Community Development and Tourism – Cancelled
- 13.3 **Highway 10 Traffic and Road Study**
- 13.3.1 County Letter and Resolution of Support for Town of Caledon Request to Ministry of Transportation
- 13.4 **Municipal Comprehensive Review (MCR)**
- 13.4.1 Notice of Public Meeting - County of Dufferin Official Plan Amendment Municipal Comprehensive Review Phase 1 – Growth Management – April 13, 2023

14. Committees

- 14.1 **Grand Valley & District Community Centre Board**
- 14.1.1 Meeting Minutes February 13, 2023
- 14.1.2 Agenda Package for March 13, 2023
- 14.1.3 Annual Allocation of Capital Expenditure Towards a Replacement of the Ice Resurfacers Letter dated February 17, 2023
- 14.2 **Grand Valley & District Fire Board**
- 14.2.1 Meeting Minutes
 - 14.2.1.1 June 22, 2022
 - 14.2.1.2 January 19, 2023
 - 14.2.1.3 February 3, 2023
- 14.2.2 Agenda Package for March 14, 2023
- 14.2.3 Letter dated March 15, 2023 Regarding Master Fire Plan in 2024
- 14.3 **Grand Valley Public Library Board**
- 14.3.1 Meeting Minutes February 7, 2023
- 14.4 **Upper Grand Watershed Committee**
- 14.4.1 Township of Southgate Discontinuation of Participation

15. General Business and Correspondence

- 15.1 **Ministry of the Environment, Conservation and Parks**
- 15.1.1 Streamline and Modernize Environmental Assessment (EA) Process Letter

- 15.2 **Ministry of Natural Resources and Forestry**
- 15.2.1 Update to the Proposal to make Amendments to Ontario Regulation 161/17

- 15.3 **Municipal Energy Symposium**
- 15.3.1 Call for Proposals

- 15.4 **Headwaters Health Care Centre**
- 15.4.1 An Opportunity to Reflect on the Past Three Years, A Message from Kim Delahunt, President & CEO

- 15.5 **Town of Orangeville**
- 15.5.1 Committee of Adjustment Notice of Hearing
 - 15.5.1.1 File No. A-02/23
 - 15.5.1.2 File No. A-03/23

- 15.6 **Township of Amaranth**
- 15.6.1 Resolution regarding County Planning Services

- 15.7 **Town of Caledon**
- 15.7.1 Proposed Zoning By-Law Amendment – Zoning Conformity Exercise, Bill 23

- 15.8 **Town of Essex**
- 15.8.1 Declarations of Emergency of Homelessness, Mental Health and Opioid Addiction
- 15.8.2 Tax Classification of Short-Term Rental Units Letter
- 15.8.3 The Reinstatement of Legislation Permitting a Municipality to Retain Surplus Proceeds from Tax Sales

- 15.9 **Town of Petrolia**
- 15.9.1 A Call to the Provincial Government to End Homelessness in Ontario

- 15.10 **Municipality of Calvin**
- 15.10.1 Moratorium on Most Pupil Accommodation - English Public School Boards Association

- 15.11 **Township of Lake of Bays**
- 15.11.1 Municipal Oath of Office

- 15.12 **Ontario School Board Elections**
- 15.12.1 Town of Lincoln
- 15.12.2 Township of Howick

- 15.13 **Call for Cannabis Act Review**
- 15.13.1 Western Ontario Wardens' Caucus
- 15.13.2 Municipality of South Huron

- 15.14 **Barriers for Women in Politics**
- 15.14.1 City of Welland
- 15.14.2 City of Cambridge
- 15.14.3 Township of Lucan Biddulph
- 15.14.4 Town of Plympton-Wyoming

15.15 Future Accuracy of the Permanent Register of Electors

15.15.1 Town of Petrolia

15.15.2 Township of Lucan Biddulph

15.15.3 Town of Plympton-Wyoming

15.16 Municipal Engineers Association

15.16.1 Municipal Engineers Association 2023 Bursary Awards Program Letter

16. Added Items (Late Submission – If Any)

17. New Business

Nothing at this time.

18. Closed Meeting

Recommended Motion:

BE IT RESOLVED THAT: a Closed Meeting of Council be held pursuant to Section 239 (2) of the Municipal Act, 2001, as amended, for the following reason(s):

18.1 **Closed Meeting Minutes for December 13, 2022**

18.2 **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:**

18.2.1 Negotiations with Local Community Groups

Recommended Motion:

BE IT RESOLVED THAT: Council do hereby resume regular business in open session.

19. By-Law(s)

Notice of the intention to pass the following:

19.1 **By-Law to Authorize the Execution of an Agreement Between MTAG Paralegal Professional Corporation and the Corporation of the Township of East Garafraxa**

Recommended Motion:

BE IT RESOLVED THAT: Leave be given to introduce a By-Law, being a By-Law to authorize the execution of an agreement between MTAG Paralegal Professional Corporation and the Corporation of the Township of East Garafraxa, and that it be given the necessary readings and be passed and numbered 13-2023.

19.2 **By-Law to Provide for the Levy and Collection of Taxes Required for the Township of East Garafraxa for the Year 2023**

Recommended Motion:

BE IT RESOLVED THAT: Leave be given to introduce a By-Law, being a By-Law to provide for the levy and collection of taxes required for the Township of East

Garafraxa for the year 2023, and that it be given the necessary readings and be passed and numbered 14-2023.

20. Confirming By-Law

Notice of the intention to pass the following:

20.1 Confirming By-Law

Recommended Motion:

BE IT RESOLVED THAT: Leave be given to introduce a By-Law, being a By-Law to Confirm the Proceedings of the Council of the Corporation of the Township of East Garafraxa at its meeting held on March 28, 2023, and that it be given the necessary readings and be passed and numbered 15-2023.

21. Adjournment

Recommended Motion:

BE IT RESOLVED THAT: Council do now adjourn to meet again for the Special Council Meeting (in-person) on Monday, April 3, 2023, at 1:00 p.m. and the Regular Electronic Council Meeting on Wednesday, April 12, 2023, at 2:00 p.m., or at the call of the Chair.



Township of East Garafraxa
Electronic Council Meeting Minutes
Tuesday, March 14, 2023

The Council of the Township of East Garafraxa held an Electronic/Virtual Meeting of Council by video conference at 2:00 p.m. on March 14, 2023.

Members Present: Mayor Guy Gardhouse
Deputy Mayor John Stirk
Councillor Lenora Banfield
Councillor Dave Halls
Councillor Jeremy Zukowski

Staff/Consultants Present: Peter Avgoustis, CAO
Jessica Kennedy, Clerk
Alan Selby, Treasurer
Dave Knight, Director of Public Works
Shannon Peart, Administration/Clerk's Dept.
Paul Kitchen, Planning Consultant, Macaulay Shiomi Howson Ltd.

1. Opening of Meeting

Meeting called to order.

2. Added Items (Late Submissions – If Any)

Nothing at this time.

3. Approval of Agenda

Resolution

MOVED BY BANFIELD, SECONDED BY HALLS
BE IT RESOLVED THAT

The agenda be approved as circulated.

CARRIED

4. Disclosure of Pecuniary Interest and General Nature Thereof

Councillor Zukowski disclosed a pecuniary interest for Item 9.0 Public Meeting (Consent Applications B1-23 and B2-23) as he is related to the applicant and Item 11.1.1 Saturday Haulage Request (Greenwood Development Agreement) as he is employed by the applicant company. Written Declarations were submitted prior to the meeting.

Deputy Mayor Stirk disclosed a pecuniary interest for Item 9 Public Meeting (Consent Applications B1-23 and B2-23) as he is the agricultural tenant on the subject lands. Written Declaration to be submitted.

5. Approval of Minutes

5.1 Special Council (2023 Budget) Meeting Minutes for February 28, 2023

Resolution

MOVED BY HALLS, SECONDED BY STIRK
BE IT RESOLVED THAT

Council do hereby adopt the minutes of the Special Council (2023 Budget) Meeting held on February 28, 2023, as circulated.

CARRIED

5.2 Council Meeting Minutes for February 28, 2023

Resolution
MOVED BY ZUKOWSKI, SECONDED BY BANFIELD
BE IT RESOLVED THAT

Council do hereby adopt the minutes of the Regular Council Meeting held on February 28, 2023, as circulated.

CARRIED

5.3 Business arising from Minutes – None.

6. Public Question Period – 2:10 p.m.

Dympna Carolan, Town of Mono, County of Dufferin resident submitted the following question in advance of the Council Meeting:

“I would like to submit a question to the Council on Agenda Item 10.1

Our most precious human right is the right to body autonomy. Mandating permanent medical procedures as a prerequisite to employment or access to places nulls and voids our right to free and informed consent.

Will the Council of East Garafraxa not only rescind their Covid-19 policy but review the moral and lawfulness of the policy and put in place a policy or by-law that prevents any form of medical discrimination in any setting within the Township of East Garafraxa without signed informed consent.”

Ms. Carolan addressed Council with respect to her question. Mayor Gardhouse acknowledged Ms. Carolan’s question and noted the COVID Vaccination policy will be discussed by Council under agenda Item 10.1.

7. Delegation(s) / Presentation(s)

7.1 **2:15 p.m. Dufferin County Multicultural Foundation, Althea Ali, President / Founder**

7.1.1 Presentation

Ms. Ali presented a powerpoint presentation regarding the Dufferin County Multicultural Foundation. Ms. Ali discussed the Foundation’s history, last year’s review and the upcoming 2023 Multicultural Art Show to be held at the Museum of Dufferin (MOD).

Resolution
MOVED BY STIRK, SECONDED BY BANFIELD
BE IT RESOLVED THAT

Council do hereby receive the presentation from the Dufferin County Multicultural Foundation;

And further that the requests be dealt with under item [18.2](#).

CARRIED

8. Committee of Adjustment Hearing(s) – 3:00 p.m.

Resolution
MOVED BY HALLS, SECONDED BY ZUKOWSKI
BE IT RESOLVED THAT

Council adjourn and move into a Committee of Adjustment Meeting for the Statutory Public Hearing;

And further that the regular Council Meeting will resume following the Committee of Adjustment Meeting.

CARRIED

Council meeting resumed at 3.13 p.m.

A recess was held from 3:18 p.m. to 3:55 p.m.

Deputy Mayor John Stirk did not return when the meeting resumed after the recess due to his pecuniary interest declared under Item 4. Declaration of Pecuniary Interest, with respect to Item 9 Public Meeting.

Councillor Jeremy Zukowski did not return when the meeting resumed after the recess due to his pecuniary interest declared under Item 4. Declaration of Pecuniary Interest, with respect to Item 9 Public Meeting.

9. Public Meeting(s) – 4:00 p.m.

Resolution
MOVED BY BANFIELD, SECONDED BY HALLS
BE IT RESOLVED THAT

Council do now hold a Statutory Public Meeting pursuant to the Planning Act, R.S.O. 1990, c. P.13, to consider the following applications:

Consent Applications B1-23 and B2-23 by Owners: Sam and Cheryl Greenwood, Applicant: Ron Davidson, Land Use Planning Consultant Inc. for property location 391405 18th Line, Concession 19, West Part of Lots 7 & 8.

CARRIED

Mayor Gardhouse indicated that if there are any members of the public that would like to make oral comments on the applications, please raise your hand or type in the chat feature “I have comments” and you will be moved to a panelist in the meeting after the PowerPoint presentation has been completed, and when appropriate. Being transferred to a panelist in the meeting will enable your video and audio features. When providing comments please provide your first and last name. Please note your full name and comments will become part of the public record and will be included in the minutes of the meeting. Written comments can be sent to the Township at planner@eastgarafraxa.ca. Comments should be sent prior to Council tentatively making a decision at the March 28, 2023 Council meeting.

- 9.1 Consent Applications B1-23 and B2-23; to Create Two New Severed Lots
- 9.1.1 Notice of Complete Applications and Public Meeting dated February 23, 2023
- 9.1.2 PowerPoint Presentation

Township Planning Consultant Paul Kitchen was in attendance and presented a PowerPoint presentation with an overview of the applications. The purpose of the applications is to create two new severed lots being 10.03 ha and 11.52 ha and a retain lot of 58.87 ha lot which will contain the existing house and accessory buildings.

The subject property is designated Rural & Environmental in the Township Official Plan, and a portion of the property is within the Greenbelt Plan Area. The property is zoned Extractive Industrial (MX), Agricultural (A) and Environmental Protection (EP) in the Township Zoning By-Law.

Written Comments received include:

Credit Valley Conservation (CVC) (Received during Pre-Consultation)

- CVC would be deferring the review of the entire property to GRCA given that the majority of the property is located within the GRCA’s watershed.

Grand River Conservation Authority (GRCA)

- The GRCA has no objection to the above noted Consent Applications.
- During the Pre-Consultation process it was determined that an Environmental Impact Study (EIS) is required to evaluate the wetlands as well as a bird breeding survey. It was determined that the EIS could be submitted in a phased approach. The wetland study was required at the time of the application while the bird breeding study with satisfactory results could be a condition later in the process due to the seasonal restrictions of the study.

Mr. Kitchen noted the Grand River Conservation Authority comments with respect to the requirement for the EIS and the phased approach due to the seasonal requirements for the bird breeding survey. EIS to be included as a condition of approval, if applications approved.

Applicant Ron Davidson Planning Consultant was in attendance and addressed Council. Planning Report prepared notes that the applications conform with the County Official Plan, Township Official Plan and Provincial Policy Statement. Mr. Davidson requested that Council grant the consents with the condition with respect to part 2 of the EIS and the condition of re-zoning the Extractive Industrial lands.

Property owner Sam Greenwood was in attendance at the meeting.

There were no public comments.

Resolution

**MOVED BY HALLS, SECONDED BY BANFIELD
BE IT RESOLVED THAT**

Council do hereby adjourn the Public Meeting and resume regular business.

CARRIED

Deputy Mayor John Stirk returned to the meeting at 4:17 p.m.

Councillor Jeremy Zukowski did not return to the meeting after the recess.

10. Unfinished Business

The following were received and/or dealt with:

- 10.1 **Request to End All COVID-Era Restrictions in the Workplace**
- 10.1.1 Staff Report dated March 6, 2023

Resolution

MOVED BY STIRK , SECONDED BY ZUKOWSKI

BE IT RESOLVED THAT Council:

1. Repeal the Covid-vaccine mandate/policy requirements for all Township employees and Members of Council, Local Boards, Committees and third party contracted services,
2. End all indoor masking requirements at all Township worksites, parks and municipal-operated facilities,
3. Allow for in-person gathering at all Township worksites, parks and municipal-operated facilities without physical distancing or reduced capacity restrictions and,
4. End all visitor screening, and masking requirements at all worksites and municipal-operated facilities.

And to make these policies effective on Wednesday, March 15, 2023.

CARRIED

- 10.2 **Hybrid Meeting System**
- 10.2.1 Staff Report dated March 6, 2023

Resolution

**MOVED BY BANFIELD, SECONDED BY ZUKOWSKI
BE IT RESOLVED THAT**

Council receive the staff Hybrid Meeting System report dated March 6, 2023;
And further that Council do hereby direct staff to investigate hybrid meeting system options and funding options and report back to Council accordingly.

CARRIED

- 10.3 **Responsibilities Under the Statutory Standard of Care – Safe Drinking Water Act, Standard of Care Course**
- 10.3.1 Staff Report dated March 7, 2023

Resolution

**MOVED BY ZUKOWSKI, SECONDED BY HALLS
BE IT RESOLVED THAT**

Council do hereby receive the staff report, Responsibilities Under the Statutory Standard of Care - Safe Drinking Water Act, Standard of Care Course, dated March 7, 2023;

And further that Council move forward with training option 3.

CARRIED

11. Public Works Department

The following were received and/or dealt with:

Councillor Zukowski left the meeting at 2:36 p.m. due to his pecuniary interest declared under Item 4. Declaration of Pecuniary Interest, with respect to Item 11.1.1.

- 11.1 **Greenwood Development Agreement**
- 11.1.1 Saturday Haulage Request - Delegation of Authority to Director of Public Works

Resolution

**MOVED BY STIRK , SECONDED BY HALLS
BE IT RESOLVED THAT**

Council do hereby delegate authority to the Director of Public Works with respect to Saturday haulage requests for Greenwood Construction Company Limited aggregate (East and West) pits in accordance with the provisions within the Development Agreement dated January 10, 2019, with up to a maximum of 10 Saturdays per year;

And further that the delegation be in place for the duration of this Council term.

CARRIED

Councillor Zukowski returned to the Council Meeting at 2:38 p.m.

12. Treasury and Accounts

The following were received and/or dealt with:

- 12.1 **Estimates By-Law for 2023** (See Item [20.1](#))

Dealt with under item 20.1.

13. Planning Department

Nothing to report at this time.

14. County of Dufferin Business

The following were received and/or dealt with:

14.1 County Council Meeting(s)

14.1.1 [March 9, 2023 County Council Meeting Agenda](#)

14.1.2 [February 23, 2023 Special \(Budget\) Council Meeting Video \(YouTube\)](#)

15. Committees

The following were received and/or dealt with:

15.1 Grand River Conservation Authority (GRCA)

15.1.1 Municipal Levy & Budget 2023 Resolution

15.1.1.1 2023 Budget Package

15.1.1.2 Summary of Municipal Levy – 2023 Budget

15.2 Upper Grand Watershed Committee (UGWC)

15.2.1 August 25, 2023 Meeting Minutes

15.2.2 Committee Chair Letter dated February 28, 2023 Request for Committee Secretary and Town of Grand Valley Discontinuation of Participation Letter

Councillor Banfield noted the purpose of the Committee is to provide information and noted that there is no budget to continue the committee unless another participating municipality hosts it and provides a secretary.

Council discussion ensued, and staff were directed to respond noting that the Township would not host or provide secretarial support for the Committee.

16. General Business and Correspondence

The following were received and/or dealt with:

16.1 Town of Caledon

16.1.1 Proposed Official Plan Amendment (POPA 23-01) Letter

16.1.1.1 Draft Official Plan Amendment

16.2 County of Wellington

16.2.1 Notice of Adoption to an Amendment to the County of Wellington Official Plan

16.3 Niagara Region

16.3.1 Motion Respecting Declarations of Emergency for Homelessness, Mental Health and Opioid Addiction

16.4 Town of Cobourg

16.4.1 Homeless and Unsheltered Persons

16.5 Municipality of Trent Lakes

16.5.1 Municipal Oath of Office

16.6 Township of Ashfield-Colborne-Wawanosh

16.6.1 Accuracy of Permanent List of Electors

16.7 School Board Elections

16.7.1 City of Port Colborne – Support of Town of Petrolia

16.7.2 Township of Ashfield-Colborne-Wawanosh –Support of Town of Petrolia

16.7.3 Township of Dawn-Euphemia – Support of Town of Petrolia

16.8 Call to Action: Review of the Cannabis Act

16.8.1 County of Huron

16.8.1.1 City of Port Colborne Supporting County of Huron

16.9 Dufferin Ontario Provincial Police (OPP)

16.9.1 2022 Report on Policing in East Garafraxa

16.10 **Ministry of Natural Resources and Forestry**

16.10.1 Proposed Amendments to O. Reg. 161/17 under the Public Lands Act Regarding Floating Accommodations and Other Changes

17. Added Items (Late Submission – If Any)

Nothing at this time.

18. New Business

18.1 **Grand Opening/Open House Discussion**

Item to be discussed further at the March 28, 2023 Council Meeting.

18.2 **Requests for Funding**

18.2.1 Grand Valley Fall Fair Sponsorship Request

Motion of support to be considered at the March 28, 2023 Council meeting.

18.2.2 Dufferin County Multicultural Foundation (See Presentation Item [7.1.1](#))

Motion of support to be considered at the March 28, 2023 Council meeting.

18.3 **Request to Schedule a Half Day Special Council Meeting for Council Training and Education with CAO (Closed Session)**

Staff directed to send out meeting date options, meeting to be held in-person.

18.4 **Council Photos Dates Discussion**

To be scheduled prior to the Special Meeting, if possible.

19. Closed Meeting

Nothing at this time.

20. By-Law(s)

20.1 **Estimates By-Law for 2023**

Resolution

**MOVED BY BANFIELD, SECONDED BY HALLS
BE IT RESOLVED THAT**

Leave be given to introduce a By-Law to Adopt the Estimates for the Sums Required During the Year 2023 for General Purposes of the Township of East Garafraxa, and that it be given the necessary readings and be passed and numbered 11-2023.

CARRIED

21. Confirming By-Law

Resolution

**MOVED BY HALLS, SECONDED BY BANFIELD
BE IT RESOLVED THAT**

Leave be given to introduce a By-Law, being a By-Law to Confirm the Proceedings of the Council of the Corporation of the Township of East Garafraxa at its meeting held on

March 14, 2023, and that it be given the necessary readings and be passed and numbered 12-2023.

CARRIED

22. Adjournment

Resolution
MOVED BY STIRK , SECONDED BY HALLS
BE IT RESOLVED THAT

Council do now adjourn to meet again for the Regular Electronic Council Meeting on Tuesday, March 28, 2023, at 2:00 p.m., or at the call of the Chair.

CARRIED

Clerk

Head of Council

DRAFT

Accounts Payable

ALL ACCOUNTS PAYABLE with Summary Feb 23/23 - Mar 21/23

Vendor 000000 Through 999999

Invoice Entry Date 02/23/2023 to 03/21/2023 Paid Invoices Cheque Date 02/23/2023 to 03/21/2023

Account	Vendor Number Name	Invoice Number Item Description	Invoice Date	Entry Date	Chq Nb Item Amount
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Department Summary

01-0119	DEVELOP.DEPOSITS + Other Recoverables	20,762.39
01-0123	ACCTS PAYABLE & MISC DEPOSITS REPAYABLE	6,123.64
01-0161	GENERAL GOVERNMENT	20,806.60
01-0162	PROTECTION TO PERSONS/PROPERTY	92,677.00
01-0163	TRANSPORTATION SERVICES	37,888.18
01-0164	ENVIRON - WATER SYSTEM	2,532.25
01-0167	RECREATION and PARKS	7,458.73
01-0168	PLANNING & DEVELOPMENT	40,404.30
Report Total		228,653.09



CORPORATION OF
Township of East Garafraxa

065371 Dufferin County Road 3, Unit 2, E. Garafraxa ON L9W 7J8

TEL: (226) 259-9400 FAX: (226) 212-9812

info@eastgarafraxa.ca

REPORT TO COUNCIL

Date: March 17, 2023
To: Township Council
From: Alan Selby, Treasurer
Meeting Date: Tuesday March 28, 2023
Subject: **MTAG Services**

Purpose

The purpose of this report is to inform Council of investigations into appeals of Gravel Pit property assessment values.

Background & Discussion

The Township (EG) was informed by a consulting firm of an opportunity to assist with appealing the land classification and assessment values of Gravel Pit properties for 2023. The firm is Municipal Tax Advisory Group (MTAG) Paralegal Professional Corp.

Participation by EG should result in increased assessment values, and increased tax revenue, for EG. The action stems from a recent decision in an action brought by Wellington County over the classification of lands within these type of properties.

An Agreement to work with MTAG has been put in place. The Agreement needed to be put in place no later than March 31, 2023 which was the deadline to file "protective appeals" with the Assessment Review Board (ARB). Not doing so would have meant EG would lose tax revenues it otherwise could have received in 2023.

There are some fees that will be charged by MTAG for their services. However, the additional tax revenues resulting from this work will be much greater than the cost of MTAG fees.

I have worked with MTAG many times on other tax matters in the past, and they have always been very professional and have kept their municipal clients well-informed as each step of their work proceeds. I will keep Council informed on the progress of these appeals.

EG has an existing Reserve for Gravel Pits. It is recommended that the MTAG fees be taken from this Reserve. Once assessed value increases have been approved, through MPAC, additional tax revenue could be partially returned to the Reserve to restore it to its previous balance.



CORPORATION OF
Township of East Garafraxa

065371 Dufferin County Road 3, Unit 2, E. Garafraxa ON L9W 7J8
TEL: (226) 259-9400 FAX: (226) 212-9812
info@eastgarafraxa.ca

Recommendation

THAT the Treasurer's report on MTAG Services be received;

AND THAT the agreement with MTAG be included in a Bylaw, for confirmation;

AND THAT all fees paid to MTAG for their services be charged to the Gravel Pit Reserve.

Respectfully Submitted,
Alan Selby, CPA CGA
Treasurer
Township of East Garafraxa

The Township of East Garafraxa

Consultant Planning Report to Council

To: Mayor Gardhouse and Members of Council

From: Paul Kitchen, Macaulay Shiomi Howson Ltd.

Date: March 22, 2023

Applicant: Ron Davidson, Land Use Planning Consultant Inc.

Owner: Sam and Cheryl Greenwood

Subject: Consents B1-23 and B2-23
391405 18th Line, Concession 19, West Part of Lots 7 & 8

Official Plan Designation: Rural and Environmental Protection

Zoning: Extractive Industrial (MX), Agricultural (A), and Environmental Protection (EP)

1. PURPOSE OF APPLICATION

The purpose of these applications is to create two new rural lots being approximately 11.5ha and 10.0ha in size with frontages of 175.0m and 117.0m on 18th Line. The retained lot would be approximately 58.9ha in size with a frontage of 868.0m onto 18th Line. The retained lot would contain the existing house, accessory building, and shed.

2. BACKGROUND

The Subject Lands was previously the site of an aggregate extraction operation, the pit license was surrendered in 2007 and the site has since been rehabilitated. The south-east half of the property where the pit was previously located is now cash cropped. The Subject Lands also include a house, 2 accessory buildings, 2 ponds, and a woodlot on the north-west side that is bisected by a hydro corridor.

The Owner's planning consultant submitted in support of the applications, a Planning Justification Report dated January 5, 2023, an Environmental Impact Assessment (EIA) prepared by Dougan & Associates dated October 19, 2022 evaluating the wetlands on the property. In addition, a Minimum Distance Separation (MDS) Report, Letter from the Ministry of Natural Resources and Forestry (MNRF) as proof of the surrender of the pit license, and a site plan of the proposed severance were submitted with the application.

During the Pre-Consultation process it was determined that an EIA is required to evaluate the wetlands on the property as well as conduct a bird breeding survey. Due to the seasonal nature of the bird breeding survey, it was determined that the EIA could be submitted in a phased approach. The wetland study was required at the time of the application while the bird breeding study with satisfactory results could be a condition if Council approves the application.

3. ANALYSIS

Applicable policies are those found in the Provincial Policy Statement 2020 (PPS); The Greenbelt Plan (2017); Places to Grow: Growth Plan for the Greater Golden Horseshoe, Office Consolidation 2020 (Growth Plan) and the County of Dufferin Official Plan, 2015 (County Official Plan). In addition, the Planning Act must also be considered. However, the key policies are those in the Township of East Garafraxa Official Plan as amended by Official Plan Amendment No. 8, 2020 (Township Official Plan). Planning decisions by the Township must have regard to the Planning Act, be consistent with the policies of the PPS, and conform to the policies of the Growth Plan, the County and Township Official Plans.

3.1 The Planning Act

Section 51(24) of the Act must be considered. It provides criteria for the evaluation of a draft plan of subdivision which also apply to consents. These include matters such as suitability of the lands for the purposed use for which it is to be subdivided; dimensions and shape of the proposed lots and conservation of natural resources and flood control.

The Applications reviewed in this report, have regard to matters of Provincial interest including as specified in Section 51 (24) of the Planning Act.

3.2 Provincial Policy Statement (PPS)

The Township in making planning decisions must be consistent with the PPS. The key relevant policies are:

- Policy 1.1.5, Rural Lands in Municipalities – These policies permit “residential development, including lot creation, that is locally appropriate”. In addition, “development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.”
- Section 2.1, Natural Heritage – Section 2.1 requires the protection of natural features and areas. Further, development and site alteration is not permitted in significant features unless it can be demonstrated there will be no negative impacts. The first phase of the EIA evaluated the applications with regards to the wetlands and determined that the proposed lot structure, as designed, will not impact the natural heritage features associated with the Subject Lands.

- Section 3.1 Natural Hazards – The only hazards related to the Subject Lands are flooding along the stream at the rear of the property. Any development will be required to be located outside the floodplain in accordance with the regulations of the Grand River Conservation Authority.

The Applications as revised are considered to be consistent with the policies identified in the Provincial Policy Statement.

3.3 Growth Plan

The Province's Agricultural Area and Natural Heritage mapping must be reviewed and implemented through the County's Official Plan before it is applied at the local level (Section 4.2.2.4). However, it should be noted that the Subject Lands are identified as part of the Agricultural System and adjacent to unevaluated wetlands.

With respect to the location in the Agricultural System, the policies of the Growth Plan provide direction with respect to Rural Areas in Section 2.2.9, but do not specifically address consents. However, they do permit development of uses not appropriate in settlement areas provided they are compatible with the rural landscape and surrounding local land uses, will be sustained by rural service levels and will not adversely affect the protection of agricultural uses and other resource based uses (Section 2.2.9.3).

With respect to the proximity to hydrologic and natural heritage features and areas, Sections 4.2.2, 4.2.3 and 4.2.4 of the Growth Plan provide policies with respect to growth and development adjacent to such features. The EIA evaluated the proposed consents and concluded that the wetlands on the property should not be considered complexed with a greater hydrologic system and that the proposed severance will not negatively impact their functions. There is sufficient space on the proposed severed lots to accommodate development that is sufficiently setback from the wetlands on the Subject Lands.

The Applications are deemed to conform with the policies of the Growth Plan.

3.4 County of Dufferin Official Plan (County OP)

The Subject Lands are designated as "Countryside Area" on Schedule B, Community Structure and Land Use, and "Rural Lands" on Schedule C, Agricultural Area and Rural Lands. The Rural Lands designation is not considered prime agricultural land and provides opportunities for a range of rural uses. This includes limited residential development including three new lots, with the specific permitted uses to be established in the local official plan and zoning bylaw.

The Subject Lands are also include unevaluated wetlands as identified in the Provincial Natural Heritage mapping. Development is not permitted adjacent to such wetlands unless it can be demonstrated that there are no negative impacts on the natural features and their ecological functions. As noted, the EIA has demonstrated

that there will be no negative impacts.

Schedule D identifies the Subject Lands as a Sand and Gravel Resource Area with the intent of preserving the aggregate potential of the lands. The Subject Lands previously operated as an aggregate pit and the extractive resources have since been depleted. Since the resources have been depleted the license was surrendered and the lands rehabilitated.

Schedule E - Natural Heritage Features, of the County OP identified wetlands and woodlands on the property. The County OP limits development within 120m of the woodlands and wetlands and unless it can be demonstrated that the development will not have a negative impact on the natural features. The woodlands are located entirely on the retained lands as proposed so as to not further fragment the natural feature. The EIA submitted has demonstrated that the application as proposed is not anticipated to negatively impact the wetlands on the Subject Lands. There is sufficient space on the proposed severed lots to accommodate development that is sufficiently setback from the wetlands on the Subject Lands.

The Applications are deemed to conform with the policies of the County OP based on the information submitted with the Application.

3.5 Township of East Garafraxa Official Plan (Township OP)

Schedule A, Land Use and Transportation, of the Township OP designates the Subject Lands as “Rural” and “Environmental Protection”. Schedule B of the Township OP identifies the environmental lands as “Provincially Significant Wetlands”, “Wetlands” and “Floodplain”. The applicable policies are found in Sections 5, 7 and 8.3.

3.5.1 Rural

Section 5.2, Rural, permits in Section 5.2.3 a range of uses including agriculture and single-detached residential dwellings. Section 5.2.4 a), Severance Policies, permits:

“In accordance with the policies of Section 5.1.4, a maximum of three severances from any original Township lot of approximately 40 hectares, where the severed and retained lots are at least 10 hectares. However, the maximum of three severances will include any severance of a surplus farm dwelling in accordance with the policies of Section 5.1.4. a).”

Section 5.2.4 b) also establishes specific criteria for the evaluation of severances including the following which are applicable:

- a minimum frontage for the severed and retained lots of 60 metres;
- new lots shall reflect the physical characteristics of the land and lot pattern in the immediate vicinity and shall not adversely affect agricultural uses in the Township; and

- natural heritage features shall not be fragmented where practical.

Section 5.2.5 provides additional policies for the evaluation of development; however, the majority are not applicable to the proposal.

3.5.2 Environmental Protection

Section 5.7.5 applies to lands designated “Environmental Protection”. Development is limited and Section 5.7.5 c) of the Township OP requires that

“Development proposed in or adjacent to an area designated Environmental Protection will require an Environmental Impact Assessment (EIA) to demonstrate that there will be no negative impacts on the features and functions of the Environmental Protection area. Buffering of the features and a setback for development may be required to mitigate predicted impacts and will be established by the Township in consultation with the appropriate Conservation Authority to ensure no negative impacts on the natural features or their ecological functions or areas of physical or environmental hazard.”

Section 7.6 of the Plan sets out the requirements for an EIA. As noted, a scoped EIA has been completed as required and it evaluated the proposed consents and concluded that the application as proposed is not anticipated to negatively impact the wetlands on the Subject Lands

3.5.3 Growth Management

Section 8.2 Lot Creation is applicable. It provides a number of criteria for the evaluation of all land division in the Township. The proposed lots conform with the applicable criteria including being designed to retain the open rural landscape and protect natural features, fronting on a public road, not proposing development in areas with physical constraints. In addition, Applicant has demonstrated that there is sufficient space on the proposed new lots to accommodate the required setbacks from the barn to the south as calculated in the submitted MDS report.

The proposal as revised is deemed to conform with the policies of the Township Official Plan. The severed and retained lots exceed the minimum frontage and meet or exceed the minimum area. In addition, the lot configuration ensures that the woodland features will not be fragmented, and the lots reflect the physical characteristics of the land and the lot pattern. Finally, the adjacent agricultural uses will not be affected.

3.6 Zoning By-law 60-2004

The subject property is zoned Extractive Industrial (MX), Agricultural (A), and Environmental Protection (EP) in Township Zoning By-law 60-2004.

The Extractive Industrial zoning has remained while the lands have rehabilitated from

the aggregate pit use. To accommodate the proposed consent applications a zoning by-law amendment would be required.

The Applications do not currently meet the zoning requirements. A Zoning By-law Amendment as a condition of approval for the Consent Applications would be required to accommodate the proposal and bring the zoning into conformity with the Township Official Plan.

4. COMMENTS RECEIVED

The application was circulated to the property owners within 120m of the subject property and to the prescribed Agencies as required by the Planning Act, as amended.

Credit Valley Conservation (CVC) – Provided in advance of the Pre-Consultation

CVC would be deferring the review of the entire property to GRCA given that the majority of the property is located within the GRCA's watershed.

Grand River Conservation (GRCA)

The GRCA has no objection to the above noted Consent Applications

East Garafraxa Public Works Department

1. B1-23 Entrance needs to be installed 9m from the northern property line to get 180m of sightlines to the south and will require an entrance permit at the time of building permit or as required
2. The existing agricultural entrance on the proposed parcel B2-23 will need to be replaced and upgraded to meet Municipal Entrance Standards for residential purposes/uses and will require an entrance permit at the time of building permit or as required

Statutory Public Meeting (March 14, 2023)

A Statutory Public Meeting was held on March 14, 2023. No comments were received from the public at the meeting nor were any written comments received.

5. CONCLUSION AND RECOMMENDATION

The proposal is deemed to conform with the policies of the Township Official Plan and as well as the County Official Plan and Provincial planning policies. The proposed consent applications would result in 2 new lots and a retained lot all meeting the minimum lot size and frontage requirements.

The Applicant has demonstrated that there is not anticipated to be any negative impact on the natural features of the Subject Lands with regards to the wetland functions. The second phase of the EIA reviewing potential impact on the bird breeding is still pending and any approvals for the Applications should be conditional on their positive results. The

woodlands have been kept in their entirety on the retained lands, preventing any further fragmentation and reflect the physical characteristics of the land and the lot pattern in the area. In addition, it has been demonstrated that there is an appropriate location for development that meets MDS and the adjacent agricultural uses will not be affected.

A Zoning By-law Amendment is required as a condition of approval for applications B1-23 and B2-23 to accommodate the proposed consents and bring the zoning into conformity with the Township Official Plan.


The proposed consents are consistent with the PPS and conform with Provincial, County and Township planning policy. The Applications are considered to represent good and orderly planning.

It is therefore recommended:

5.1 That the Consultant Planning Report dated March 22, 2023, Consents B1-23 and B2-23, 391405 18th Line, Concession 19, West Part of Lots 7 & 8, be received; and

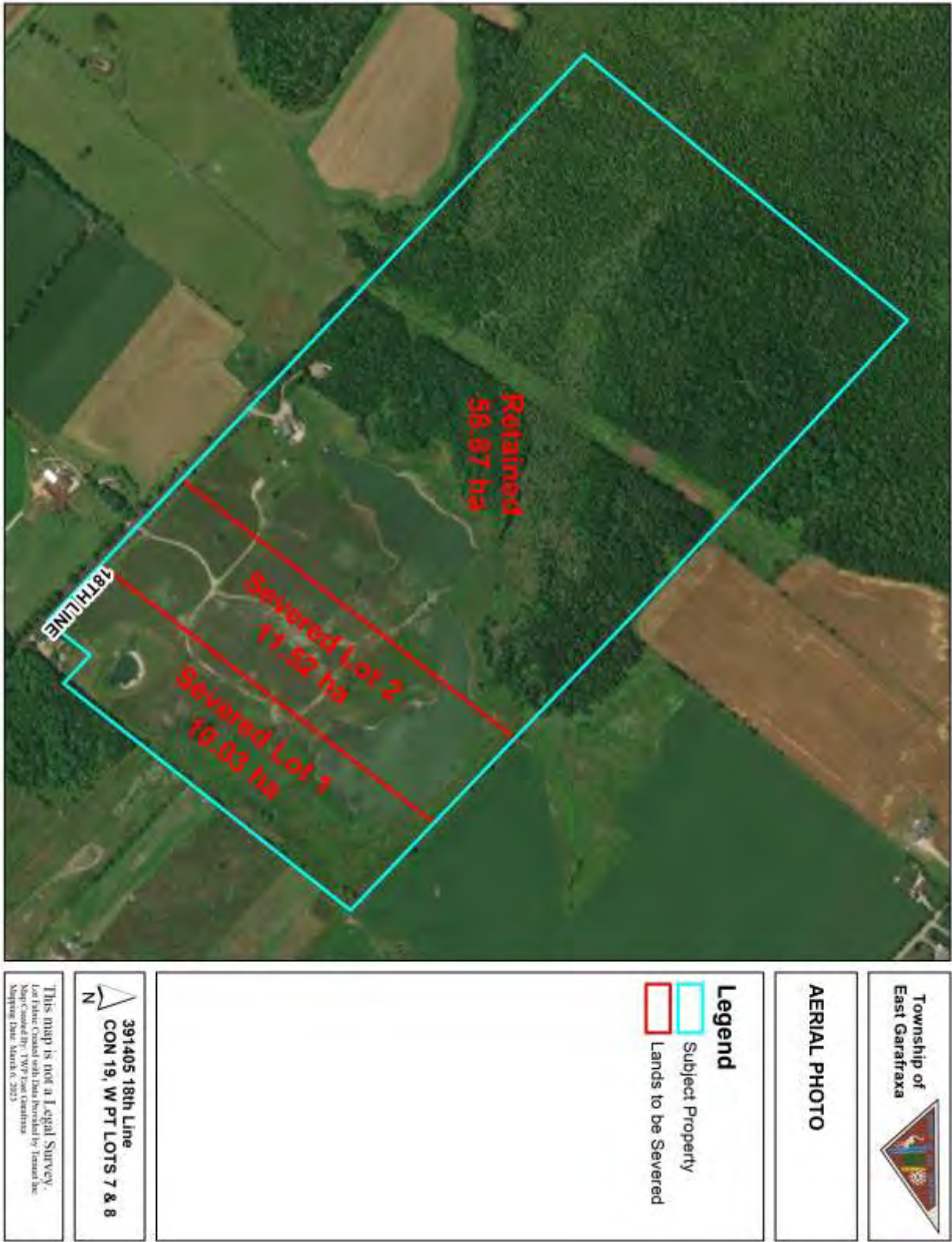
5.2 That Consents B1-23 and B2-23 be approved, with conditions subject to considering any additional comments received prior to Council's decision; and

Submitted by:

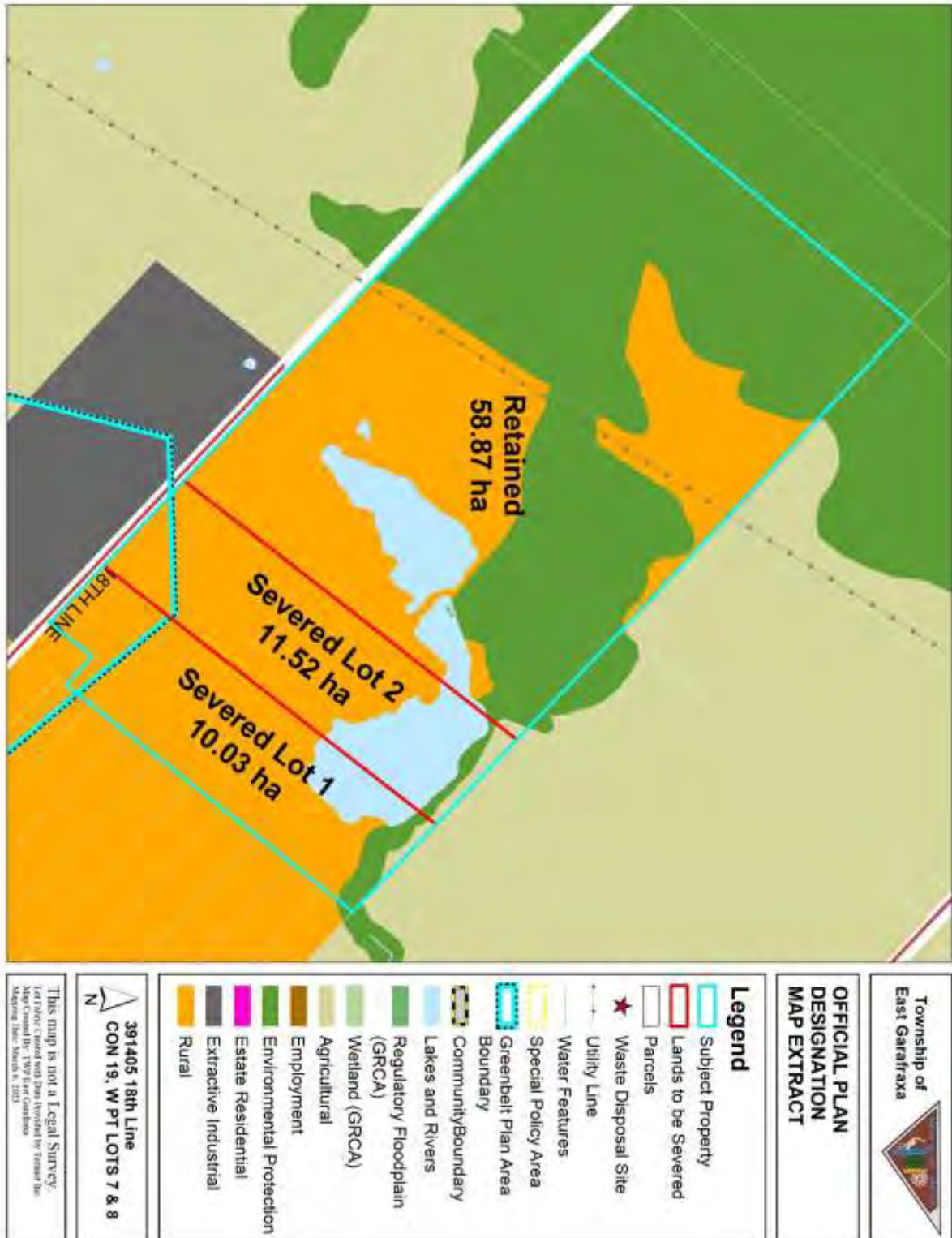


Paul Kitchen, BURPI
Macaulay Shiomi Howson Ltd.

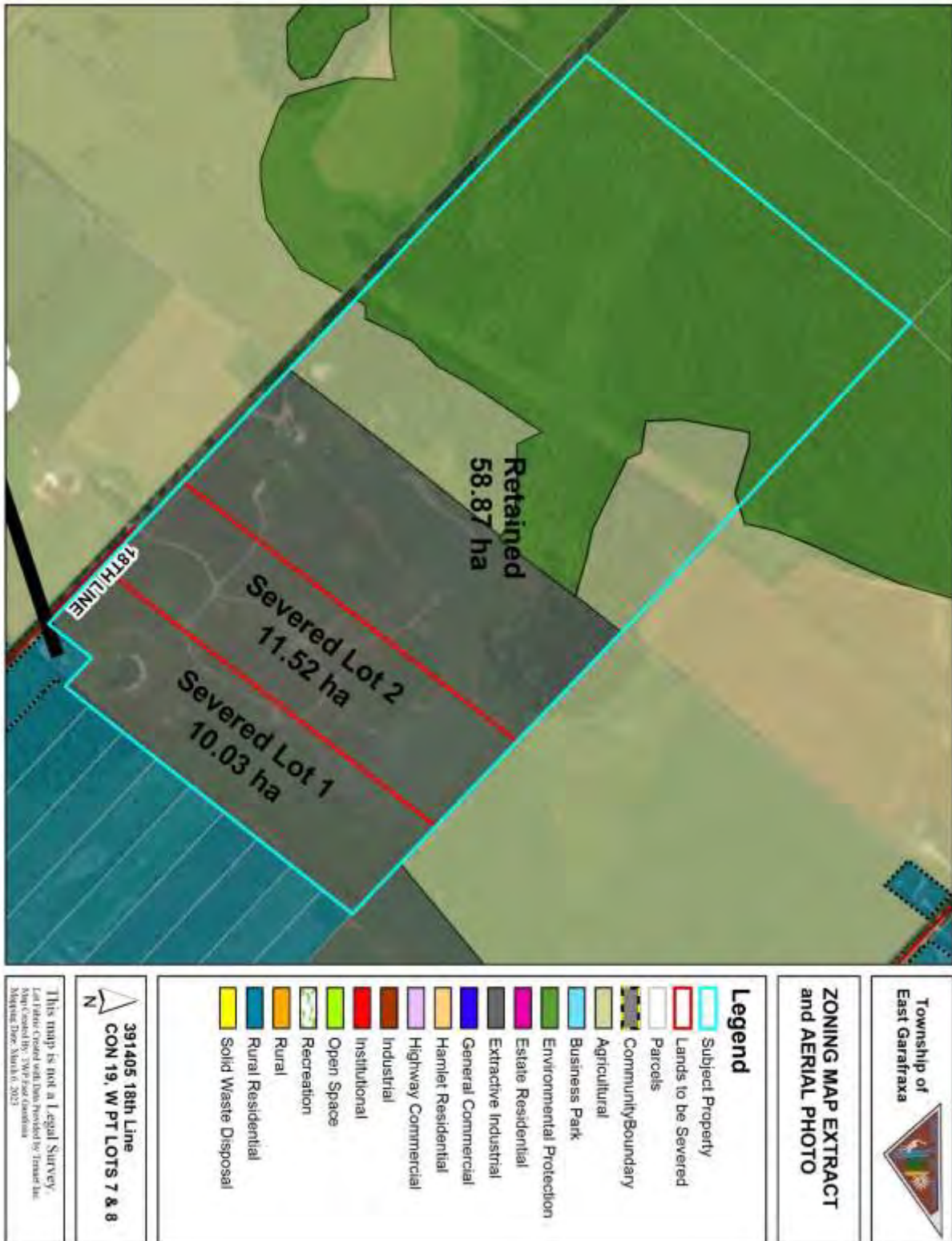
Attachment A - Aerial Photo



Attachment B - Township OP – Schedule A



Attachment C - Zoning



Attachment C - Proposed Severance Sketch





MEMO

TO: Mayor Gardhouse and Members of Council

FROM: Jessica Kennedy, Clerk

REPORT DATE: March 23, 2023

MEETING DATE: March 28, 2023

SUBJECT: Consent Applications B1-23 & B2-23 - 391405 18th Line, Concession 19, West Part of Lots 7 & 8

PURPOSE:

The purpose of this memo is to provide conditions of approval for Consent Applications B1-23 & B2-23, 391405 18th Line, Concession 19, West Part of Lots 7 & 8.

BACKGROUND:

Pursuant to Macaulay Shiomi Howson Ltd. Consultant Planning Report dated March 22, 2023 recommending approval of the applications subject to conditions, the recommendations provided below list conditions as included in the Planning Report and standard Township conditions to be subject to approval, should the applications be approved.

RECOMMENDATIONS:

Application B1-23

BE IT RESOLVED THAT: the Consultant Planning Report dated March 22, 2023 be received;

And further that Consent Application B1-23 by applicant Ron Davidson, Land Use Planning Consultants Inc., on behalf of owners Sam and Cheryl Greenwood for consent to sever approximately 10.03 hectares (24.8 ac.) from 391405 18th Line, Concession 19, West Part Lots 7 & 8 be approved, with the following conditions:

REASONS: In conformity with Official Plan policies.

<u>CONDITIONS:</u>	
1.	Payment of Park dedication in the amount of \$1,500.00 for the severed parcel.
2.	Payment of any taxes, as of the date of the issuance of the Certificate of Clerk, with respect to the property that is subject to the application.
3.	Zoning By-Law Amendment (rezoning) required for the severed and retained parcels to rezone the lands from Extractive Industrial (MX) to Rural (RU) to bring the zoning of the parcels into conformity with the Township Official Plan.

4.	Conservation Authority Approval for the severed and retained parcels.
5.	Environmental Impact Study (EIS) second phase reviewing the potential impact on bird breeding with positive results.
6.	Entrance approval from the appropriate road authority required for the severed parcel.
7.	County of Dufferin Building Department Septic Approval/Lot Suitability required for the severed parcel.
8.	Plan of Survey – Digital and Paper format required for the severed and retained parcels. A copy of the draft plan shall be circulated to the Township for review prior to registration.
9.	Consent Agreement to be registered on title on the severed and retained parcels.
10.	Consent Agreement to include requirement for fencing around boundaries of the severed parcel, with exception of road frontage, when required by adjacent landowner.
11.	Road widening required on the severed and retained parcels.
12.	Road widening shall be conveyed to the appropriate road authority, in accordance with applicable road authority policies.
13.	If road widening has been obtained at an earlier date, condition would not apply.
14.	Any unregistered road widenings to be deeded to the Township or appropriate road authority.
15.	That any road widenings, easements, survey cost, legal cost and any other transaction pertaining to this application shall be borne by the applicant.
16.	Certificate of Title to be supplied, showing no encumbrances on the land for road widening purposes.
17.	That all conditions be fulfilled and certificate of clerk issued within two years of the date of notice of decision was given, failing to do so will cause the application to be null and void.

Application B2-23

BE IT RESOLVED THAT: the Consultant Planning Report dated March 22, 2023 be received;

And further that Consent Application B2-23 by applicant Ron Davidson, Land Use Planning Consultants Inc., on behalf of owners Sam and Cheryl Greenwood for consent to sever approximately 11.52 hectares (28.5 ac.) from 391405 18th Line, Concession 19, West Part Lots 7 & 8, be approved, with the following conditions:

REASONS: In conformity with Official Plan policies.

<u>CONDITIONS:</u>	
1.	Payment of Park dedication in the amount of \$1,500.00 for the severed parcel.
2.	Payment of any taxes, as of the date of the issuance of the Certificate of Clerk, with respect to the property that is subject to the application.

3.	Zoning By-Law Amendment (rezoning) required for the severed and retained parcels to rezone the lands from Extractive Industrial (MX) to Rural (RU) to bring the zoning of the parcels into conformity with the Township Official Plan.
4.	Conservation Authority Approval for the severed and retained parcels.
5.	Environmental Impact Study (EIS) second phase reviewing the potential impact on bird breeding with positive results.
6.	Entrance approval from the appropriate road authority required for the severed parcel.
7.	County of Dufferin Building Department Septic Approval/Lot Suitability required for the severed parcel.
8.	Plan of Survey – Digital and Paper format required for the severed and retained parcels. A copy of the draft plan shall be circulated to the Township for review prior to registration.
9.	Consent Agreement to be registered on title on the severed and retained parcels.
10.	Consent Agreement to include requirement for fencing around boundaries of the severed parcel, with exception of road frontage, when required by adjacent landowner.
11.	Road widening required on the severed and retained parcels.
12.	Road widening shall be conveyed to the appropriate road authority, in accordance with applicable road authority policies.
13.	If road widening has been obtained at an earlier date, condition would not apply.
14.	Any unregistered road widenings to be deeded to the Township or appropriate road authority.
15.	That any road widenings, easements, survey cost, legal cost and any other transaction pertaining to this application shall be borne by the applicant.
16.	Certificate of Title to be supplied, showing no encumbrances on the land for road widening purposes.
17.	That all conditions be fulfilled and certificate of clerk issued within two years of the date of notice of decision was given, failing to do so will cause the application to be null and void.

Respectfully Submitted,
Jessica Kennedy, Clerk
CORPORATION OF THE
TOWNSHIP OF EAST GARAFRAXA

Ontario Land Tribunal
Tribunal ontarien de l'aménagement
du territoire



ISSUE DATE: March 16, 2023

CASE NO(S).:

OLT-22-004307

PROCEEDING COMMENCED UNDER section 34(11) of the *Planning Act, R.S.O. 1990, c. P. 13, as amended.*

Applicant/Appellant: Marsville Estates Inc.
Subject: Application to amend the Zoning By-law – Refusal or neglect to make a decision
Description: To permit the development of a 59-unit residential subdivision
Reference Number: Z5-20
Property Address: 63076 County Road 3
Municipality/UT: East Garafraxa/Dufferin
OLT Case No.: OLT-22-004307
OLT Lead Case No.: OLT-22-004307
OLT Case Name: Marsville Estates Inc. v. East Garafraxa (Township)

PROCEEDING COMMENCED UNDER section 51(34) of the *Planning Act, R.S.O. 1990, c. P. 13, as amended.*

Applicant/Appellant: Marsville Estates Inc.
Subject: Proposed Plan of Subdivision – Failure of Approval Authority to make a decision
Description: To permit the development of a 59-unit residential subdivision
Reference Number: S1-20
Property Address: 63076 County Road 3
Municipality/UT: East Garafraxa/Dufferin
OLT Case No.: OLT-22-004308
OLT Lead Case No.: OLT-22-004307

Heard: February 17, 2023 by Telephone Conference Call

APPEARANCES:

Parties

Counsel

Marsville Estates Inc.

Andrew Jeanrie
Stephanie Brazzell

Township of East Garafraxa

Stan Floras
Jeffrey Wilker (*in absentia*)

**MEMORANDUM OF ORAL DECISION DELIVERED BY BITA M. RAJAEI ON
FEBRUARY 17, 2023 AND ORDER OF THE TRIBUNAL**

INTRODUCTION

[1] This was a Telephone Conference Call (“TCC”) before the Ontario Land Tribunal, with respect to appeals under subsections 34(11) and 51(34) of the *Planning Act*, by Marsville Estates Inc. (“Appellant/Applicant”) from the failure of the Township of East Garafraxa (“Township”) to make a decision within the statutory timeframes on applications for a Zoning By-law Amendment and a Plan of Subdivision Application (“Applications”) with respect to lands municipally known as 63076 County Road 3, in the Township (“Subject Property”). The purpose of the Applications is to facilitate a proposal by the Appellant/Applicant to permit a 59-unit residential subdivision.

[2] The Applications originally contemplated the development of an 80-unit residential subdivision and would have redesignated part of the Subject Property from employment uses (“Employment Lands”) to residential. An Official Plan Amendment application was submitted, which is now on hold pending Dufferin County’s Municipal Comprehensive Review (“MCR”) Lands Need Assessment, which would impact redesignation. That portion of the Subject Property, namely the Employment Lands, is now to be included in Phase 2 of a phased approach to development (“Phase 2 Plan”). The Applications were amended in February 2021, where the number of units was reduced to 78, and then again, in May 2022, to its current form.

[3] A first Case Management Conference (“First CMC”) took place on this matter on November 28, 2022. At the First CMC, a second CMC was scheduled to take place on **Friday, May 26, 2023, at 10 a.m.** (“Second CMC”) to address any procedural matters,

such as motions, that are required to be addressed. The Parties are to update the Tribunal regarding the Phase 2 Plan and Dufferin County's position on the Employment Lands and the MCR. The Parties are to take utmost care to avoid duplication of issues or duplicate hearings arising out of these Applications and the Phase 2 Plan.

DRAFT PROCEDURAL ORDER AND ISSUES LIST

[4] At the First CMC, the Parties were directed to produce a draft Procedural Order ("PO") and Issues List ("IL") by February 1, 2023, for the Tribunal's review and approval.

[5] Upon submission of the PO and IL, the Tribunal was advised that the Parties had encountered a disagreement regarding the inclusion of Paragraph 22 in the PO by the Applicant, which read:

If the applicant intends to seek approval of a revised proposal at the hearing, the applicant shall provide copies of the revised proposal, including all revised plans, drawings, proposed instruments, updated supporting documents and reports, to the other parties on or before _____, (date - *ninety (90) days before Expert Witness Statements as stated in paragraph 13*). The applicant acknowledges that any revisions to the proposal after that date without the consent of the parties may be grounds for a request to adjourn the hearing.

[6] A Telephone Conference Call ("TCC") took place before the Tribunal on February 17, 2023, to address this disagreement.

[7] At the TCC, the Applicant indicated that the addition of this paragraph would prove beneficial to all Parties in the efficient hearing of the matter before the Tribunal. Moreover, the Applicant submitted that it is the right of the Applicant to amend Applications throughout a proceeding, and Paragraph 22 simply protected that right and put some limitations with respect to the timing of it. The Applicant raised the concern that, if Paragraph 22 was not included and the Applicant attempted to make revisions, the City may take the positions that the revisions proposed are too late for consideration and a motion may be required. Along with making the proceeding more efficient, Paragraph 22 would create a level of certainty for the Parties. This would be in line with

Rule 1.3 of the Ontario Land Tribunal's *Rules of Practice and Procedure* ("Rules"), allowing for a fair, just, expeditious, and cost-effective resolution of the merits of the proceedings.

[8] The Township disagreed, indicating that Paragraph 22 was unnecessary. The Township preferred to adopt the Tribunal's sample PO, in accordance with Rule 19.2 of the Rules. The Township submitted that, contrary to the Applicant's claims, Paragraph 22 would add more uncertainty to the process as it would create a moving target for the Township to have to respond to. In considering these Applications, the Township is balancing them with other development proposals. The deadline imposed in Paragraph 22 would prevent the Township from being able to take various moving parts into consideration and act accordingly. With respect to the Applicant's right to revise its proposal, the Township indicated that it is more complicated than what is outlined in Paragraph 22. A revised proposal would have to be adequately evaluated, and the timelines imposed by Paragraph 22 limit the Township's ability to do that.

[9] In the process of hearing submissions from both Parties, it became apparent that the crux of the issue was the Township's ability to request an adjournment based on a revised proposal that the Applicant may submit. By way of Paragraph 22, the Applicant appeared to want to limit that right to a certain timeline, namely only after the date indicated in Paragraph 22. The Township did not agree to that right being limited.

[10] The Tribunal indicated to the Parties that, at this juncture, the Township's ability to seek an adjournment could not be limited as, depending on how the proposal was revised, an adjournment may be warranted even before the limit in Paragraph 22 was reached. The Township stated that it may be agreeable to Paragraph 22 if it was revised such that its right to seek an adjournment was not limited to a certain timeline. The Applicant was open to such a potential revision.

[11] Prior to any rulings from the Tribunal regarding Paragraph 22 of the PO, the Parties advised that they would like to engage in settlement discussions regarding the wording of that paragraph. The Tribunal directed that they do so, and advise the

Tribunal by March 3, 2023 whether they had reached an agreement.

[12] On March 3, 2023, the Parties provided an agreed-upon PO, which included a revised Paragraph 22 as follows:

If the applicant intends to seek approval of a revised proposal at the hearing, the applicant shall provide copies of the revised proposal, including all revised plans, drawings, proposed instruments, updated supporting documents and reports, to the other parties on or before **Friday, June 16, 2023** (date – *ninety-one (91) days before Expert Witness Statements as stated in paragraph 13*). The applicant acknowledges that any revisions to the proposal before or after that date without the consent of the parties may be grounds for a request to adjourn the hearing.

[13] The Tribunal finds this revision acceptable and approves same.

[14] With respect to the IL, a draft IL was provided to the Tribunal. Prior to the TCC, the Applicant had indicated to the Case Coordinator that it had some concerns with many of the issues raised by the Township, though the proposed language at the start of the IL may address those concerns. In response, the Township advised the Case Coordinator that a dispute, if any, regarding the inclusion of specific issues should be resolved at the Second CMC. The Applicant agreed.

[15] As such, at the TCC, the Tribunal did not address, review, or approve the IL. The Tribunal benefitted from the IL only insofar as it allowed it to schedule a Hearing for this matter for an appropriate length of time. The Tribunal will consider the draft IL at the Second CMC. If the IL is revised before the Second CMC, the Parties are directed to provide same to the Tribunal by **May 19, 2023**, prior to the Second CMC. If the Parties are unable to provide an agreed-upon IL, any unresolved issues can be addressed at the second CMC or, in the alternative, by way of a motion if required.

HEARING DETAILS

[16] The Parties advised that, based on the proposed IL and the number of witnesses that are contemplated, a hearing length of thirteen (13) days would be appropriate. The

Tribunal enquired as to the Phase 2 Plan, and whether that would need to be considered when scheduling the Hearing to avoid duplication of issues and duplicate hearings. The Applicant indicated that the Phase 2 Plan was separate and stagnant at this stage. As such, this Hearing could be scheduled without having to wait for that one.

[17] Accordingly, a video hearing will commence at **10 a.m. on Wednesday, November 29, 2023 until Friday, December 15, 2023** for thirteen (13) days.

[18] Parties are asked to log into the video hearing at least **15 minutes** before the start of the event to test their video and audio connections:

GoTo Meeting: <https://meet.goto.com/348282861>

Access code: 348-282-861

[19] Parties and participants are asked to access and set up the application well in advance of the event to avoid unnecessary delay. The desktop application can be downloaded at **GoToMeeting** or a web application is available:

<https://app.gotomeeting.com/home.html>

[20] Persons who experience technical difficulties accessing the GoToMeeting application or who only wish to listen to the event can connect to the event by calling into an audio-only telephone line: **+1 (647) 497-9373 or (Toll Free): 1-888-299 1889**. The access code is **348-282-861**.

[21] Individuals are directed to connect to the event on the assigned date at the correct time. It is the responsibility of the persons participating in the hearing by video to ensure that they are properly connected to the event at the correct time. Questions prior to the hearing event may be directed to the Tribunal's Case Coordinator having carriage of this case.

ORDER

[22] The Tribunal Orders as follows:

- a. The Procedural Order, attached as Schedule A, shall govern these proceedings.
- b. The Issues List, currently in draft form, and included in Schedule A, will be considered by the Tribunal at the Second CMC.
- c. If the Issues List is revised, it is to be provided for the Tribunal's review by **Friday, May 19, 2023**, prior to the Second CMC.
- d. The Hearing in this matter will be held by video hearing starting on **Wednesday, November 29, 2023**, commencing at **10 a.m.**, and thirteen (13) days have been set aside.

[23] There will be no further notice.

[24] The Member is not seized, but may be contacted through the Case Coordinator should procedural issues arise with respect to implementing this Order.

"Bita M. Rajae"

BITA M. RAJAE
MEMBER

Ontario Land Tribunal

Website: olt.gov.on.ca Telephone: 416-212-6349 Toll Free: 1-866-448-2248

The Conservation Review Board, the Environmental Review Tribunal, the Local Planning Appeal Tribunal and the Mining and Lands Tribunal are amalgamated and continued as the Ontario Land Tribunal ("Tribunal"). Any reference to the preceding tribunals or the former Ontario Municipal Board is deemed to be a reference to the Tribunal.



Ontario Land Tribunal

655 Bay Street, Suite 1500, Toronto, ON M5G 1E5
Tel: 416-212-6349 | 1-866-448-2248
Web Site: olt.gov.on.ca

ISSUE DATE: March 16, 2023

CASE NO(S).: OLT-22-004307

PROCEEDING COMMENCED UNDER subsection 34(11) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended:

Applicant(s)/Appellant(s):	Marsville Estates Inc.
Subject:	Application to amend the Zoning By-law – Refusal or neglect to make a decision
Description:	To permit the development of a 59-unit residential subdivision
Reference Number:	Z5-20
Property Address:	63076 County Road 3
Municipality/UT:	East Garafraxa/Dufferin
OLT Case No.:	OLT-22-004307
OLT Lead Case No.:	OLT-22-004307
OLT Case Name:	Marsville Estates Inc. v. East Garafraxa (Township)

PROCEEDING COMMENCED UNDER subsection 51(34) of the *Planning Act*, R.S.O. 1990, c. P. 13, as amended:

Applicant(s)/Appellant(s):	Marsville Estates Inc.
Subject:	Proposed Plan of Subdivision – Failure of Approval Authority to make a decision
Description:	To permit the development of a 59-unit residential subdivision
Reference Number:	S1-20
Property Address:	63076 County Road 3
Municipality/UT:	East Garafraxa/Dufferin
OLT Case No.:	OLT-22-004308
OLT Lead Case No.:	OLT-22-004307

1. The Tribunal may vary or add to the directions in this procedural order at any time by an oral ruling or by another written order, either on the parties' request or its own motion.

Organization of the Hearing

2. The video hearing will begin on **Wednesday, November 29, 2023** until **Friday, December 15, 2023** at **10:00 a.m.** virtually at Parties are asked to log into the video hearing at least **15 minutes** before the start of the event to test their video and audio connections:

GoTo Meeting: <https://meet.goto.com/348282861>

Access code: 348-282-861

3. The parties' initial estimation for the length of the hearing is thirteen (13) days. The parties are expected to cooperate to reduce the length of the hearing by eliminating redundant evidence and attempting to reach settlements on issues where possible. The procedural order deadlines are generally found in Attachment 1.
4. The parties and participants identified at the case management conference are set out in Attachment 2.
5. The issues are set out in the Issues List attached as Attachment 3. There will be no changes to this list unless the Tribunal permits, and a party who asks for changes may have costs awarded against it.
6. The order of evidence shall be as set out in Attachment 4 to this Order. The Tribunal may limit the amount of time allocated for opening statements, evidence in chief (including the qualification of witnesses), cross-examination, evidence in reply and final argument. The length of written argument, if any, may be limited either on the parties' consent, subject to the Tribunal's approval, or by Order of the Tribunal.
7. Any person intending to participate in the hearing should provide a mailing address, email address and a telephone number to the Tribunal as soon as possible – ideally before the case management conference. Any person who will be retaining a representative should advise the other parties and the Tribunal of the representative's name, address, email address and the phone number as soon as possible.
8. Any person who intends to participate in the hearing, including parties, counsel and witnesses, is expected to review the Tribunal's [Video Hearing Guide](#), available on the Tribunal's website.

Requirements Before the Hearing

9. A party who intends to call witnesses, whether by summons or not, shall provide to the Tribunal and the other parties a list of the witnesses and the order in which they

will be called. This list must be delivered on or before **Tuesday, August 1, 2023** (*date – at least 120 days prior to the start of the hearing*) and in accordance with paragraph 23 below. A party who intends to call an expert witness must include a copy of the witness' Curriculum Vitae and the area of expertise in which the witness is prepared to be qualified. Any challenges to the witness, including qualifications of a witness to give opinion evidence in the area of expertise proposed shall be made by motion in accordance with the Tribunal's Rules and notice of same must be served on the other parties on or before **Monday, August 7, 2023** (*date - 114 days before the hearing is scheduled to commence*).

10. Expert witnesses in the same field shall have a meeting on or before **Wednesday, August 23, 2023** (*date – at least 23 days prior to the date for Expert Witness Statements as stated in paragraph 13*) and use best efforts to try to resolve or reduce the issues for the hearing. Following the experts' meeting the parties must prepare and file a Statement of Agreed Facts and Issues with the OLT case co-ordinator on or before **Thursday, August 31, 2023** (*date – at least 15 days prior to the date for Expert Witness Statements as stated in paragraph 13*).
11. An expert witness shall prepare an expert witness statement, which shall list any reports prepared by the expert, or any other reports or documents to be relied on at the hearing. Copies of this must be provided as in paragraph 13 below. Instead of a witness statement, the expert may file his or her entire report if it contains the required information. If this is not done, the Tribunal may refuse to hear the expert's testimony.
12. Expert witnesses who are under summons but not paid to produce a report do not have to file an expert witness statement; but the party calling them must file a brief outline of the expert's evidence as in paragraph 13 below. A party who intends to call a witness who is not an expert must file a brief outline of the witness' evidence, as in paragraph 13 below.
13. On or before **Friday, September 15, 2023** (*date – at least 75 days prior to the start of the hearing*), the parties shall provide copies of their witness and expert witness statements to the other parties and to the OLT case co-ordinator and in accordance with paragraph 23 below.
14. On or before **Monday, August 21, 2023** (*date – at least 100 days prior to the start of the hearing*), a participant shall provide copies of their written participant statement to the other parties in accordance with paragraph 23 below. A participant cannot present oral submissions at the hearing on the content of their written statement, unless ordered by the Tribunal.

15. On or before **Friday, October 20, 2023** (date – *at least 40 days prior to the start of the hearing*) the parties shall confirm with the Tribunal if all the reserved hearing dates are still required.
16. On or before **Friday, October 30, 2023** (date), the parties shall provide copies of their visual evidence to all of the other parties in accordance with paragraph 23 below. If a model will be used, all parties must have a reasonable opportunity to view it before the hearing.
17. Parties may provide to all other parties and the OLT case co-ordinator a written response to any written evidence within thirty-one (31) days after the evidence is received and in accordance with paragraph 23 below.
18. The parties shall cooperate to prepare a joint document book which shall be shared with the OLT case co-ordinator on or before **Thursday, November 9, 2023** (date – *at least 20 days prior to the start of the hearing*).
19. A person wishing to change written evidence, including witness statements, must make a written motion to the Tribunal. See Rule 10 of the Tribunal's Rules with respect to Motions, which requires that the moving party provide copies of the motion to all other parties 15 days before the Tribunal hears the motion.
20. A party who provides written evidence of a witness to the other parties must have the witness attend the hearing to give oral evidence, unless the party notifies the Tribunal at least 7 days before the hearing that the written evidence is not part of their record.
21. The parties shall prepare and file a preliminary [hearing plan](#) with the Tribunal on or before **Monday, October 30, 2023** (date – *at least 30 days prior to the start of the hearing*) with a proposed schedule for the hearing that identifies, as a minimum, the parties participating in the hearing, the preliminary matters (if any to be addressed), the anticipated order of evidence, the date each witness is expected to attend, the anticipated length of time for evidence to be presented by each witness in chief, cross-examination and re-examination (if any) and the expected length of time for final submissions. The parties are expected to ensure that the hearing proceeds in an efficient manner and in accordance with the hearing plan. The Tribunal may, at its discretion, change or alter the hearing plan at any time in the course of the hearing.
22. If the applicant intends to seek approval of a revised proposal at the hearing, the applicant shall provide copies of the revised proposal, including all revised plans, drawings, proposed instruments, updated supporting documents and reports, to the other parties on or before **Friday, June 16, 2023** (date – *ninety-one (91) days before*

Expert Witness Statements as stated in paragraph 13). The applicant acknowledges that any revisions to the proposal before or after that date without the consent of the parties may be grounds for a request to adjourn the hearing.

23. All filings shall be submitted electronically and in hard copy. Electronic copies may be filed by email, an electronic file sharing service for documents that exceed 10MB in size, or as otherwise directed by the Tribunal. The delivery of documents by email shall be governed by the *Rule 7*.

24. No adjournments or delays will be granted before or during the hearing except for serious hardship or illness. The Tribunal's Rule 17 applies to such requests.

25. The purpose of this procedural order and the meaning of the terms used in this procedural order are set out in Attachment 5.

This Member is not seized.

So orders the Tribunal.

BEFORE:

Name of Member:

Date:

TRIBUNAL REGISTRAR

ATTACHMENT 1
SUMMARY OF DATES

DATE	EVENT
June 16, 2023 (91 days before Witness Statement Date)	Last date to provide copies of revised proposal, including all revised plans and drawings (if any)
August 1, 2023 (120 days prior to hearing)	Exchange of witness lists (names, disciplines and order to be called)
August 7, 2023 (114 days prior to hearing)	Last date to challenge identification of expert witness
August 21, 2023 (100 days prior to hearing)	Exchange of Participant Statements
August 23, 2023 (23 days before Witness Statement Date)	Experts meeting prior to this date
August 31, 2023 (15 days prior to Exchange of Witness Statements)	Agreed Statement of Facts
September 15, 2023 (75 days prior to hearing)	Exchange of Witness Statements, summoned witness outlines, and Expert Reports
October 16, 2023 (31 days after evidence is received)	Exchange of Reply Witness Statements (if any)
October 20, 2023 (40 days prior to hearing)	Parties to Advise Tribunal if any hearing dates are to be released from the hearing calendar (if any)
October 30, 2023 (30 days prior to hearing)	Exchange of visual evidence (if any)
October 30, 2023 (30 days prior to hearing)	File Preliminary Hearing Plan
November 9, 2023 (20 days prior to hearing)	Finalize Joint Document Book
November 29, 2023	Hearing commences

ATTACHMENT 2

LIST OF PARTIES AND PARTICIPANTS

A. PARTIES

		<u>Counsel</u>
1)	Township of East Garafraxa	Jeffrey Wilker Stan Floras Thomson Rogers Law 390 Bay Street, Suite 3100 Toronto ON M5H 1W2 E-mail: jwilker@thomsonrogers.com Tel: 416-868-3118 Fax: 416-868-3134 E-mail: sfloras@thomsonrogers.com Tel: 416-868-3150 Fax: 416-868-3134
2)	Appellant: Marsville Estates Inc.	Andrew Jeanrie Stephanie Brazzell Bennett Jones LLP 3400 One First Canadian Place PO Box 130 Toronto ON M5X 1A4 E-mail: jeanriea@bennettjones.com Tel.: 416-777-4814 E-mail: brazzells@bennettjones.com Tel: 416-777-7819

ATTACHMENT 3

DRAFT ISSUES LIST

NOTE: The identification of an issue on the Issues List does not constitute an acknowledgement by the Tribunal or any party that the issue is either relevant, appropriate, or that a given issue correctly states the applicable law or test to be applied to the matter before the Tribunal. The identification of an issue on this list by a party indicates that party's intent to lead evidence or argue that the issue is relevant to the proceeding, for the purpose of fairly identifying to the other parties the case they need to meet and shall not be construed as the Tribunal have jurisdiction over such matters in each circumstance or that any party has retained all of its right to make arguments or bring evidence as to whether an issue itself is appropriate, represents the applicable law or the test to be applied, and/or is good planning. Accordingly, no party shall advance an issue not identified on the Issues List without leave of the Tribunal.

In addition, parties have reserved their right to adopt any issues submitted by the appellants and parties to the proceeding.

Marsville Estates Inc.

1. Is the proposed Zoning By-Law Amendment good planning and in the public interest?
2. Is the proposed Plan of Subdivision good planning and in the public interest?

B. Township of East Garafraxa

Planning Policy

1. Do the applications for plan of subdivision and rezoning have regard for matters of provincial interest identified in the Planning Act, including, but not limited to, sections 2(a), (f), (h), (i), (k), (o) and (r)?
2. Are the applications for plan of subdivision and rezoning consistent with the Provincial Policy Statement, 2020, including, but not limited to, policies 1.1.1 a), b), c), e), g) and h); 1.1.2; 1.1.3.2 in particular a), and b); 1.1.3.6; 1.1.4.1 in particular a), c), e), f) and h); 1.1.4.2; 1.1.4.3; 1.5.1 a) and b); 1.6.1; 1.6.4; 1.6.6; 1.6.7.1; 2.1; 2.2; 3.1.2 and 4.0?
3. Do the applications for plan of subdivision and rezoning conform to A Place to Grow, Growth Plan for the Greater Golden Horseshoe including, but not limited to, policies 1.2.1, in particular bullet points 1, 3, 4, 5, 6, and 7; 2.2.9.1; 2.2.9.2; 2.2.9.6; 3.2.1.1; 3.2.3.4; 3.2.6.1; 3.2.6.2; 3.2.7.2; 4.2.2.6; and 4.2.5.2?
4. Do the applications for plan of subdivision and rezoning conform to the applicable goals, objectives and policies of the County of Dufferin Official Plan, Office Consolidation, July 2017, including, but not limited to, policies 1.1.5, in particular a), b), e), f), i), k), n) and o); 1.2.1; 3.1, in particular a), b), c), d), f) and, g); 3.2; 3.3, in particular 3.3.1 and 3.3.3; 3.7.1; 3.7.2. in particular b) and i); 3.7.4; 3.8.2 in particular a), b), d), e), f), and i); 3.9.1; 3.10.2; 5.1, in particular a), b), d) and f); 5.2; 5.3; 5.3.2; 5.3.4; 5.3.5; 5.3.9; 5.3.10, 5.3.11; 5.4.1; 5.4.2; 6.3.5, in particular a), b, c) and d); 7.1, in particular a), b), c), d), e), g) and k); 7.2; 7.2.1 in particular b), c), d), h) and i); 7.2.2; 7.2.3; 7.3; 8.6 in particular 8.6.1, 8.6.2, 8.6.3 and 8.6.6; 8.8 and Official Plan Schedules in particular, A, B, E, E1, G, H, and Appendix 2.

5. Do the applications for plan of subdivision and rezoning conform to the applicable goals, objectives and policies of the Township of East Garafraxa Official Plan (Township Official Plan, Office Consolidation 2023, including but not limited to, policies 3.0; 4.0; 5.4, in particular 5.4.2.1, 5.4.3, 5.4.5 and 5.4.6; 5.5; 5.7; 5.8; 5.10; 6; 7.3; 7.4; 7.6 -7.12; 7.15-7.19; 7.22-7.26;8.1;8.4-8.6; 9.1;9.6 and 10.0.

Employment Lands

6. Is it appropriate and good planning to consider approval of a plan of subdivision and rezoning for the lands designated “Community Residential” and “Environmental Protection” in the Township Official Plan on Schedule “A-1”, absent any certainty as to the use, development plans and related technical evaluation of proposed development for the lands designated “Employment” in the Township Official Plan?
7. Has there been sufficient study of the Employment Lands to ensure the applications for plan of subdivision and rezoning are compatible with employment uses as may be authorized under the “Employment” designation in the Township Official Plan?
8. Will the development of the employment lands generate nitrate levels in the groundwater that exceeds Ministry of the Environment, Conservation and Parks requirements?
9. How will access to the Employment Lands be provided - directly from County Road 24? – via a service road? – some other alternative? Will the traffic generated by the employment lands be compatible with the traffic generated by the residential area if the access off County Road 3 is the only access to the subdivision?

Have the traffic impacts related to development of Block 66 as employment lands been adequately considered and mitigated?

11. Does the road geometry/configuration properly accommodate Block 66 as employment lands?
12. Will the development of Block 66 as employment lands have noise compatibility with the adjacent residential lands?
13. Have appropriate landscape berms been provided between the employment uses within and external to the plan of subdivision and the proposed residential use to minimize noise and visual nuisances arising from the employment area per Section 5.5.7 of the Official Plan?

Subsection 51(24) of Planning Act

14. Does the draft plan of subdivision satisfactorily address all criteria set out in Subsection 51(24) of the Planning Act?

Proposed Lot Fabric

15. Have sight triangles been provided as required by Section 6.1 b) of the Township's Official Plan or the County of Dufferin's Entrance Policy (Policy Number 5-3-17 no. 6 c) and County of Dufferin's Official Plan 7.2.2
16. Are there sufficient 0.3m reserves to protect entrance locations on the roadways?
17. Is a park required in the proposed subdivision, or is it more appropriate for cash-in-lieu of parkland to be provided to allow for establishment of a park of a more appropriate size in an alternative more central location in the settlement area? If a park is required in the proposed subdivision, does the size, configuration, and location of the park meet the requirements of the Township and good practice, and is it located as required in Section 5.8.4 a) and f) of the Township Official Plan?
18. Are pedestrian/active transportation (i.e. walkway and trails) connections located in accordance with good practice and proper engineering standards?
19. Are appropriate pedestrian/active transportation connections being provided to the East Garafraxa Public School?
20. Is appropriate road connectivity being provided to the lands located west of the subdivision?
21. Is the proposed subdivision satisfactorily served with one entrance to County Road 3, or is an additional entrance required for emergency access including for fire department vehicles?
22. Does the road geometry/configuration discourage opportunities for traffic to bypass the intersection of County Road 24 and County Road 3 through the subdivision if more than one entrance to the subdivision is required?
23. Has the plan been designed with road connectivity as required by Section 6.6 a) x) of the Township Official Plan.
24. Does the road geometry/configuration provide for internal road access to the employment lands?

25. Have the temporary turning circles been sized to accommodate the fire department vehicles, snow removal equipment and similar vehicles?
26. Have appropriate arrangements been made for temporary turning circles at all dead-end streets?
27. Have appropriate arrangements been made for fencing?
28. Have appropriate arrangements been made for fire break lots?
29. Should the external property located to the southeast be labelled as “residential” or “employment”?
30. Have adequate provisions been made for connectivity of roads and services to the external property location to the southeast?
31. Are adequate amenity spaces provided on each lot when considering the consumption of lot area by septic systems, noise berms, the potential for secondary units in accessory buildings, swimming pools etc.?

Noise

32. Will the proposed residential development lands have noise compatibility with County Roads 3 and 24?
33. Have appropriate landscape berms or other buffering been provided between the residential use and County Roads 3 and 24 to minimize noise and visual nuisances per Section 5.5.7 of the Official Plan?
34. Does the grading plan make provisions to accommodate the construction of the noise berms or other buffering.

Road Cross Section

35. Has the proposed rural cross section been demonstrated to be functional, and does it have regard for criteria established by Council in section 5.4.5 of the Official Plan or should an urban cross section be utilized?

Drainage

36. Have adequate provisions been made to convey upstream drainage through the subdivision lands.

Groundwater

37. Has proper consideration been given to the high groundwater table to ensure ditches will not be consistently wet and can be maintained if the subdivision is designed with a rural cross section?

38. Has proper consideration been given to high groundwater table and whether it will affect the design elements of the residential dwellings as required in Section 5.4.5 c) of the Township Official Plan in order that the built form and building materials are reflective of the Communities character?

Stormwater Management

39. Is the stormwater management block appropriately sized to accommodate the residential subdivision considering the higher imperviousness of employment lands as required in Section 7.17 of the Township's Official Plan.

Water

40. Have satisfactory arrangements been made to upgrade and connect to the Marsville Water System?
41. Do the supporting hydrogeological and servicing reports adequately demonstrate that the Township's water supply system can be upgraded and expanded to service the proposed development?
42. Is draft plan approval premature given the status of the Class EA for the expansion of the Township's water system?
43. Have satisfactory arrangements been made for water supply for fire protection?
44. Has the plan of subdivision provided for easements or blocks necessary to loop the watermain?
45. How will the Source Water Protection obligations of the Township be met when the new well(s) is added to the Marsville Water System to service this development proposal?

Environmental Site Assessment

46. Have the lands been adequately tested for soil or groundwater contamination including, but not limited to, the completion of a Phase 2 Environmental Site Assessment?

Traffic

47. Are adequate sight lines provided for the proposed entrance location(s) onto existing roads?

Landscaping

48. Have satisfactory arrangements been made for tree planting and landscaping?

49. Are the rear yards adequately buffered where they back onto County Road or employment lands?
50. Does the proposed subdivision design, including streetscape and landscape elements, maintain the small-town character of Marsville as required by Section 5.4.5 of the Township's official plan.?
51. Do the applications for plan of subdivision and zoning by-law adequately address visual impacts to maintain the small-town character of Marsville?

Ecological

52. Has the development proposal properly considered the significant forest as required by the Provincial Policy Statement, Growth Plan, County Plan and Section 7.9 of the Township's Official Plan, including an appropriate buffer?
53. Has the development proposal properly considered habitat of rare and vulnerable species considered significant wildlife habitat such as the Special Concern Eastern Wood Peewee and its habitat as required by Provincial Policy Statement, Growth Plan, County Plan and Section 7.10 of the Township Official Plan?
54. Has the development proposal properly considered species at risk bats and its habitat as required by Provincial Policy Statement, Growth Plan, County Plan and Section 7.10 of the Township Official Plan?
55. Has it been demonstrated that the proposed draft plan and rezoning will not cause any negative impacts on the natural environment, including ground or surface water features, or the woodlot?

Draft Zoning By-Law (Planning input)

56. Do the proposed zoning regulations appropriately implement the proposed plan of subdivision and are the proposed regulations consistent with the Provincial Policy Statement, and in conformity with the Growth Plan, County Official Plan and Township Official Plan including the proposed minimum lot area; parking; and lot coverage regulations?

Draft Plan Conditions

57. What draft plan conditions are appropriate to address the criteria in subsection 51(24) and (25) of the Planning Act, should the Tribunal approve the proposal?

ATTACHMENT 4

ORDER OF EVIDENCE

Note: Where parties of like interest have issues in common, they shall make reasonable efforts to coordinate their examinations-in-chief and cross-examinations so as to minimize any duplication or overlap of evidence.

1. Marsville Estates Inc.
2. Township of East Garafraxa
3. (Reply if any) Marsville Estates Inc.

ATTACHMENT 5

Meaning of terms used in the Procedural Order:

A **party** is an individual or corporation permitted by the Tribunal to participate fully in the hearing by receiving copies of written evidence, presenting witnesses, cross-examining the witnesses of the other parties, and making submissions on all of the evidence. An **unincorporated group** cannot be a party and it must appoint one person to speak for it, and that person must accept the other responsibilities of a party as set out in the Order. Parties do not have to be represented by a lawyer and may have an agent speak for them. The agent must have written authorisation from the party.

NOTE that a person who wishes to become a party before or at the hearing, and who did not request this at the case management conference (CMC), must ask the Tribunal to permit this.

A **participant** is an individual or corporation, whether represented by a lawyer or not, who may make a written submission to the Tribunal. A participant cannot make an oral submission to the Tribunal or present oral evidence (testify in-person) at the hearing (only a party may do so). Section 17 of the Ontario Land Tribunal Act states that a person who is not a party to a proceeding may only make a submission to the Tribunal in writing. The Tribunal may direct a participant to attend a hearing to answer questions from the Tribunal on the content of their written submission, should that be found necessary by the Tribunal. A participant may also be asked questions by the parties should the Tribunal direct a participant to attend a hearing to answer questions on the content of their written submission.

A participant must be identified and be accorded participant status by the Tribunal at the CMC. A participant will not receive notice of conference calls on procedural issues that may be scheduled prior to the hearing, nor receive notice of mediation. A participant cannot ask for costs, or review of a decision, as a participant does not have the rights of a party to make such requests of the Tribunal.

Written evidence includes all written material, reports, studies, documents, letters and witness statements which a party or participant intends to present as evidence at the hearing. These must have pages numbered consecutively throughout the entire document, even if there are tabs or dividers in the material.

Visual evidence includes photographs, maps, videos, models, and overlays which a party or participant intends to present as evidence at the hearing.

A **witness statement** is a short written outline of the person's background, experience and interest in the matter; a list of the issues which he or she will discuss; and a list of reports or materials that the witness will rely on at the hearing.

An **expert witness statement** should include his or her (1) name and address, (2) qualifications, (3) a list of the issues he or she will address, (4) the witness' opinions on those issues and the complete reasons supporting their opinions and conclusions and

(5) a list of reports or materials that the witness will rely on at the hearing. An expert witness statement must be accompanied by an acknowledgement of expert's duty.

*A **participant statement** is a short written outline of the person's or group's background, experience and interest in the matter; a statement of the participant's position on the appeal; a list of the issues which the participant wishes to address and the submissions of the participant on those issues; and a list of reports or materials, if any, which the participant wishes to refer to in their statement.*

Additional Information

*A **summons** may compel the appearance of a person before the Tribunal who has not agreed to appear as a witness. A party must ask a Tribunal Member or the senior staff of the Tribunal to issue a summons through a request. (See [Rule 13](#) on the summons procedure.) The request should indicate how the witness' evidence is relevant to the hearing. If the Tribunal is not satisfied from the information provided in the request that the evidence is relevant, necessary or admissible, the party requesting the summons may provide a further request with more detail or bring a motion in accordance with the Rules.*

***The order of examination of witnesses** is usually direct examination, cross-examination and re-examination in the following way:*

- direct examination by the party presenting the witness;
- direct examination by any party of similar interest, in the manner determined by the Tribunal;
- cross-examination by parties of opposite interest;
- re-examination by the party presenting the witness; or
- another order of examination mutually agreed among the parties or directed by the Tribunal.

Jessica Kennedy

Subject: FW: Dufferin County Council Motion - Hwy 10
Attachments: 2023-03-10 Caledon - Highway 10 Traffic and Road Study.pdf

From: Michelle Hargrave <mhargrave@dufferincounty.ca>
Sent: Friday, March 17, 2023 8:59 AM
Subject: Dufferin County Council Motion - Hwy 10

Good Afternoon,

Please find attached a letter containing a resolution of support for the Town of Caledon regarding a study of Highway 10.

Dufferin County respectfully requests the entire length of Highway 10 in Dufferin County be included in the proposed study, with particular attention to:

Frequency of incident for the Orangeville section from the Caledon border to Hockely Valley Road

Volume and capacity from Hockley Road to Hwy 89 in Primrose

Speeding and careless driving issues on the Melancthon section of Hwy 10, from Shelburne to the northern border of Dufferin County

If you have any questions or concerns, please contact us.

Thank you,
Michelle Hargrave

Michelle Hargrave | Administrative Support Specialist, Clerk's Department | Office of the CAO
County of Dufferin | Phone: 519-941-2816 Ext. 2506 | mhargrave@dufferincounty.ca | 30 Centre Street,
Orangeville, ON L9W 2X1

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Town of Caledon
6311 Old Church Road
Caledon ON L7C 1J6
Attn: Laura Hall, Clerk

Please be advised that its regular meeting on March 9, 2023, Dufferin County Council passed the following motion to support your request to the Ministry of Transportation and ask the Dufferin County portion of Highway 10 be included:

WHEREAS driver and pedestrian safety is a priority of our Council;

AND WHEREAS Provincial Highway 10, from the northern border of Brampton to the northern border of Dufferin County, contains various uses such as urban and rural and experiences high traffic volumes, chronic speeding, and an increased number of commercial vehicles;

AND WHEREAS the projected growth will continue to exasperate these issues;

AND WHEREAS our neighbours to the South in the Town of Caledon have recently made a delegation at ROMA to ask the Province to work with the Town of Caledon to develop a terms of reference for a traffic and road safety study to be funded by the MTO, of the entire length of Highway 10 within Caledon;

AND WHEREAS the County of Dufferin would benefit from such a traffic and road safety study being done including the length of Highway 10 within the County of Dufferin;

THEREFORE BE IT RESOLVED that a letter of support be provided to the Town of Caledon regarding their request to the Province on behalf of Council;

AND FURTHER request that the Town of Caledon include the portion of Highway 10 that runs through the County of Dufferin in the proposed study;

AND THAT County of Dufferin staff be available for consultation as part of this project;

AND THAT a copy of the letter of support be sent to Premier Doug Ford, Deputy Premier, Sylvia Jones, Minister of Transportation, Caroline Mulroney, the Town of Caledon and all municipalities in Dufferin County.



Thank you,

Michelle Hargrave

Michelle Hargrave
Administrative Support Specialist

Cc Deputy Premier
Minister of Transportation
Town of Caledon Clerk
Dufferin County Clerks





NOTICE OF PUBLIC MEETING
County of Dufferin Official Plan Amendment
Municipal Comprehensive Review Phase 1 – Growth Management

TAKE NOTICE that the County of Dufferin will hold a Public Meeting pursuant to subsection 17(15) and 17(16) of the Planning Act, R.S.O. 1990, c.P.13, as amended, regarding a proposed first phase growth management amendment to the County of Dufferin Official Plan as a result of the County's Municipal Comprehensive Review (MCR) exercise under Section 26 of the Planning Act, R.S.O. 1990, c.P.13, as amended.

PUBLIC MEETING

The public meeting is scheduled for Thursday, April 13, 2023 at 6:00 p.m. at the W. & M. Edelbrock Centre, 30 Centre Street, Orangeville, L9W 2X1. The purpose of the public meeting is to present the proposed first phase growth management OPA being put forward for consideration as a result of the County's MCR exercise under Section 26 of the Planning Act, R.S.O. 1990, c.P.13, as amended, and give an opportunity for the public to provide input.

Any person or public body wishing to participate in the meeting, may attend in-person or virtually. To join the meeting virtually on Zoom, please use the following link:
<https://dufferincounty-ca.zoom.us/j/85885372087>
Password: 011210305

If you wish to attend the meeting either in-person or virtually, please email dcocr@dufferincounty.ca before April 12, 2023 at 4:30 p.m. to pre-register.

Written comments can be sent to the attention of the County Clerk by email or via regular mail to the address listed at the end of this notice.

The meeting will be livestreamed and will be available on the County's YouTube channel <https://www.youtube.com/user/DufferinOne>

THE PURPOSE AND EFFECT OF THE OFFICIAL PLAN AMENDMENT

This proposed first phase growth management Official Plan Amendment (OPA) has been prepared in association with the County's MCR to bring the County Official Plan into conformity with the Provincial Growth Plan, A Place to Grow: Growth Plan for the Greater

Golden Horseshoe (Growth Plan) (Office Consolidation 2020), ensure that it has appropriate regard for matters of Provincial interest, and is consistent with the Provincial Policy Statement, 2020. The Growth Plan now requires that the County plan for a population of 99,000 residents and 40,700 jobs to the year 2051. This proposed OPA represents the first of multiple amendments to the existing County Official Plan that will establish where and how growth is to occur in the County to 2051.

The first phase growth management OPA applies to the whole of the County of Dufferin and therefore, a key map is not provided with this Notice.

NOTE: The County is specifically looking for your input on the first phase growth management OPA at this time. There will be opportunity through future statutory Open Houses and Public Meetings regarding additional County OPAs to address settlement area boundary expansions, natural heritage systems, and agricultural lands for the public to provide comment on these matters as it relates to specific properties, and in general.

ADDITIONAL INFORMATION

A copy of the proposed OPA and additional information is available at <https://joinindufferin.com/dufferin-county-municipal-comprehensive-review>

NOTIFICATION OF ADOPTION

If you wish to be notified of the adoption of the proposed OPA, you must make a written request to the County Clerk at the address listed below. Such requests must include the name and mailing address/email address to which such notice should be sent.

NOTE: The approval authority for adopted County of Dufferin Official Plan Amendments is the Ministry of Municipal Affairs and Housing. If a person or public body would otherwise have an ability to appeal the decision of the Ministry of Municipal Affairs and Housing to the Ontario Land Tribunal but the person or public body does not make oral submissions of the public meeting or make written submissions to the County of Dufferin before the proposed official plan amendment is adopted the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the County of Dufferin before the proposed official plan amendment is adopted the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless in the opinion of the Tribunal there are reasonable grounds to add the person or public body as a party.

NOTICE OF COLLECTION, USE, AND DISCLOSURE

All personal information collected will be used to support Council in their deliberations and decision making, and by staff, about the first phase growth management Official Plan Amendment, in accordance with sections 17 and 26 of the Planning Act and disclosed in full, including names, opinions, addresses and email, to any other persons requesting access to these records, or published as part of a public agenda. All information submitted to the County is subject to the Municipal Freedom of Information Act and Protection of Privacy Act (MFIPPA). Questions about this notice of collection should be directed to the County Clerk.

DATED at Orangeville this 17th day of March, 2023.

Michelle Dunne, County Clerk

W. & M. Edelbrock Centre

30 Centre Street, Orangeville, ON L9W 2X1

Phone: 519-941-2816 x 2504

Email: clerk@dufferincounty.ca

GRAND VALLEY & DISTRICT COMMUNITY CENTRE

Board Meeting Minutes

Monday, February 13, 2023, 4:30 PM

Grand Valley & District Community Centre - Boardroom

90 Main Street North, Grand Valley

Present:

Deb Halls, Vice Chair

Sue Graham

Paul Latam

Bret Lyons

Steve Soloman

Clinton Taylor

Jeremy Zukowski

James Allen

Helena Snider

Meghan Townsend

Absent:

Gail Little – with regrets

1. Call to order

Vice Chair Halls called meeting to order at 4:29pm.

2. Appointment and introduction of Secretary/Treasurer – Helena Snider

Mirska accepted a new position at Grand Valley Municipal Office and as a result she will no longer be a Secretary/Treasurer of the Board. Mirska introduced Snider to the Board as her replacement.

Resolution 2023-02-01

Moved by S Graham, Seconded by J Zukowski

BE IT RESOLVED THAT the Board appoints Helena Snider as Secretary/Treasurer.

CARRIED

3. Agenda Approval

3.1. February 13, 2023

Resolution 2023-02-02

Moved by S Soloman, Seconded by S Graham

BE IT RESOLVED THAT the the February 13, 2023, regular meeting agenda be approved as circulated.

CARRIED

4. Disclosure of Pecuniary Interest

No pecuniary interest was declared.

5. Minutes of Previous Meetings

5.1. January 20, 2023

Resolution 2023-02-03

Moved by S Soloman, Seconded by P Latam

BE IT RESOLVED THAT the minutes of January 20, 2023 be adopted as amended.

- 2023-01-01: “for the term consecutive with the terms of Council” to be removed.

CARRIED

6. Business arising from minutes

7. Deputations/Presentations

7.1. County of Dufferin – 4:35pm

7.1.1. OEYC lease agreement

Dufferin County did not delegate any staff to attend the meeting.

7.2. Meghan Townsend, Town of Grand Valley

7.2.1. Arena renovation update

Resolution 2023-02-04

Moved by J Zukowski, Seconded by S Graham

BE IT RESOLVED that leave be given to Meghan Townsend from Town of Grand Valley to address the Board.

CARRIED

Townsend addressed the Board at 4:34pm. She informed the Board that Phase 1 of the renovation project has been completed. Phase 2 consists of adding four or six changing rooms to the building and the joint Municipalities have not decided yet. Town of Grand Valley and Township of East Garafraxa want to continue with the project despite changes to the initial budget. The Council of Amaranth has not made a statement yet. The provincial and federal funding has to be used by the end of 2026. Townsend will send out a spreadsheet with the cost breakdown

that was presented to Councils in 2022 for new members information. The Board discussed various options to reduce the budget expense.

8. Financial Reports

8.1. Accounts Payable

Resolution 2023-02-05

Moved by P Latam, Seconded by C Taylor

BE IT RESOLVED THAT the accounts payable for January of 2023 in the amount of \$67,062.34 be approved and paid from the Operating Account.

CARRIED

8.2. Accounts Receivable

Resolution 2023-02-06

Moved by P Latam, Seconded by J Zukowski

BE IT RESOLVED THAT the receipts for January of 2023 in the amount of \$55,408.96 have been deposited into the Community Centre bank account and are hereby approved.

CARRIED

8.3. Budget variance

The Board has received and discussed the report.

8.4. 2023 Budget – verbal discussion

Mirska informed the Board that joint Municipalities met to discuss the proposed budget. Allen adjusted the budget lines and removed a capital expense line for ice resurfacer replacement. The Board directed Secretary/Treasurer to contact three Municipalities requesting a consideration of allocating \$10,000 annually to cover the capital cost.

Resolution 2023-02-07

Moved by S Soloman, Seconded by C Taylor

BE IT RESOLVED THAT the Board directs staff to contact joint municipalities to approve allocating \$10,000 annually as a capital expenditure towards a replacement of the ice resurfacer.

CARRIED

9. Correspondence

9.1. Community Services, County of Dufferin – OEYC lease agreement

Allen informed the Board about proposed changes to the lease agreement. The Board decided that cleaning services requested by the Tenant will not be added to the agreement. The Board discussed changes to annual lease increases, common area expenses and providing access to the digital sign.

Resolution 2023-02-08

Moved by P Latam, Seconded by J Zukowski

BE IT RESOLVED THAT the Board directs Staff to present the lease agreement to Ontario Early Years Centre with amendments as follows:

- 2023 annual rent at \$21,200, 2024 annual rate at \$22,497 and the annual increase at 3.5% subsequently. The rate includes common area expenses, such as utilities.
- Proposed by the Tenant Section 8 – Cleaning to be removed.
- Add a paragraph stating that the Tenant is responsible for placement and maintenance of the digital sign with allowing a minimum of 50% access to be used by Arena Manager
- Amend Section 10 of the initial agreement to include liability coverage deemed as necessary.

CARRIED

10. Arena Manager's Report

Allen informed the Board about the leaking roof issue. He stated that he has no staff for spring as seasonal contracts expire on March 31. Allen offered to give the new members a tour of the building after the meeting.

10.1. Policies and procedures

10.1.1. Board Policy Package

10.1.2. Inter-Municipal Agreement

10.1.3. GVCC Fee Waiver Policy

The Board reviewed and discussed the policies.

10.2. Replacement of tube heaters – Quotes

10.2.1. Arthur's Fuel

10.2.2. Don's Heating and Cooling

10.2.3. Bryan's Fuel

Resolution 2023-02-09

Moved by C Taylor, Seconded by B Lyons

BE IT RESOLVED THAT the Board approves the quote for replacement of tube heaters from Don's Heating and Cooling in the amount of \$15,412.68 + HST and directs Arena Manager to proceed with the contract.

CARRIED

10.3. Building condition assessment – Quotes

10.3.1. RJ Burnside

10.3.2. Rimkus

Resolution 2023-02-10

Moved by S Soloman, Seconded by C Taylor

BE IT RESOLVED THAT the Board approves the quote for building condition assessment from RJ Burnside in the amount of \$9,950.00 + HST and directs Arena Manager to proceed with the contract

CARRIED

11. Unfinished Business

11.1. Renovation project

11.2. OEYC Rental Agreement

11.3. Centre Wellington – Spring ice

Allen suggested not to extend the ice into spring as he is planning on bringing lacrosse to the Arena.

12. New Business

None

13. Confirmation of Meeting

Resolution 2023-02-11

Moved by S Graham, Seconded by B Lyons

BE IT RESOLVED THAT leave be given to confirm the proceedings of the February 13, 2023 Grand Valley & District Community Centre Board Meeting.

CARRIED

14. Adjournment

Resolution 2023-02-12

Moved by P Latam, Seconded by J Zukowski

BE IT RESOLVED THAT we do now adjourn this meeting to meet again on Monday, March 13th at 4:30pm or at the call of the Chair.

CARRIED

GRAND VALLEY & DISTRICT COMMUNITY CENTRE

Board Meeting Agenda

Monday, March 13, 2023, 4:30 PM

Grand Valley & District Community Centre - Boardroom

90 Main Street North, Grand Valley

1. Call to order.

2. Agenda Approval

2.1. March 13, 2023

3. Disclosure of Pecuniary Interest

4. Minutes of Previous Meetings

4.1. February 13, 2023

5. Business arising from minutes.

6. Deputations/Presentations

7. Arena Manager's Report

7.1 OEYC Rental Agreement

7.2 March 3 snowstorm update

7.3 Rates and fees

7.4 Lacrosse this season

7.5 Summer Camp update

7.6 Grand River Girls Hockey

8. Correspondence

8.1. Town of Grand Valley – Approved Budget

8.2. Township of East Garafraxa – Approved Budget

8.3. OMERS – Participation Resolution Update

9. Financial Reports

9.1. Accounts Payable

9.2. Accounts Receivable

9.3. Budget variance

10. Unfinished Business

10.1. Renovation project

11. New Business

None

12. Confirmation of Meeting

13. Adjournment

GRAND VALLEY & DISTRICT COMMUNITY CENTRE

Board Meeting Minutes

Monday, February 13, 2023, 4:30 PM

Grand Valley & District Community Centre - Boardroom

90 Main Street North, Grand Valley

Present:

Deb Halls, Vice Chair

Sue Graham

Paul Latam

Bret Lyons

Steve Soloman

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James Allen

Helena Snider

Meghan Townsend

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Gail Little – with regrets

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2. Appointment and introduction of Secretary/Treasurer – Helena Snider

Mirska accepted a new position at Grand Valley Municipal Office and as a result she will no longer be a Secretary/Treasurer of the Board. Mirska introduced Snider to the Board as her replacement.

Resolution 2023-02-01

Moved by S Graham, Seconded by J Zukowski

BE IT RESOLVED THAT the Board appoints Helena Snider as Secretary/Treasurer.

CARRIED

3. Agenda Approval

3.1. February 13, 2023

Resolution 2023-02-02

Moved by S Soloman, Seconded by S Graham

BE IT RESOLVED THAT the the February 13, 2023, regular meeting agenda be approved as circulated.

CARRIED

4. Disclosure of Pecuniary Interest

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5. Minutes of Previous Meetings

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Moved by S Soloman, Seconded by P Latam

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8.1. Accounts Payable

Resolution 2023-02-05

Moved by P Latam, Seconded by C Taylor

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CARRIED

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Moved by P Latam, Seconded by J Zukowski

BE IT RESOLVED THAT the receipts for January of 2023 in the amount of \$55,408.96 have been deposited into the Community Centre bank account and are hereby approved.

CARRIED

8.3. Budget variance

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BE IT RESOLVED THAT the Board directs staff to contact joint municipalities to approve allocating \$10,000 annually as a capital expenditure towards a replacement of the ice resurfacer.

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Resolution 2023-02-08

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BE IT RESOLVED THAT the Board directs Staff to present the lease agreement to Ontario Early Years Centre with amendments as follows:

- 2023 annual rent at \$21,200, 2024 annual rate at \$22,497 and the annual increase at 3.5% subsequently. The rate includes common area expenses, such as utilities.
- Proposed by the Tenant Section 8 – Cleaning to be removed.
- Add a paragraph stating that the Tenant is responsible for placement and maintenance of the digital sign with allowing a minimum of 50% access to be used by Arena Manager
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CARRIED

10.3. Building condition assessment – Quotes

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Resolution 2023-02-10

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11.1. Renovation project

11.2. OEYC Rental Agreement

11.3. Centre Wellington – Spring ice

Allen suggested not to extend the ice into spring as he is planning on bringing lacrosse to the Arena.

12. New Business

None

13. Confirmation of Meeting

Resolution 2023-02-11

Moved by S Graham, Seconded by B Lyons

BE IT RESOLVED THAT leave be given to confirm the proceedings of the February 13, 2023 Grand Valley & District Community Centre Board Meeting.

CARRIED

14. Adjournment

Resolution 2023-02-12

Moved by P Latam, Seconded by J Zukowski

BE IT RESOLVED THAT we do now adjourn this meeting to meet again on Monday, March 13th at 4:30pm or at the call of the Chair.

CARRIED

RENTAL AGREEMENT

Made this _____ day of _____, 2023, between:

GRAND VALLEY & DISTRICT COMMUNITY CENTRE BOARD
(hereinafter referred to as the “Landlord”)

- and -

COUNTY OF DUFFERIN
(hereinafter referred to as the “Tenant”).

THE TENANT HEREBY LEASES FROM THE LANDLORD those premises as hereinafter described, subject to the terms and conditions set forth in the Lease.

1 DEMISED PREMISES

The “Demised Premises” is composed of the designated upper-level sections of the Community Centre, excluding the Grand River Room, located at 90 Main St. North, Grand Valley, in the County of Dufferin, Ontario.

2 TERM

The Tenant agrees to lease the Demised Premises from the Landlord for a term of FIVE (5) years commencing on the first (1st) day of January 2023 and ending on the thirty-first (31st) day of December 2027.

3 BASIC RENT

The Tenant shall pay to the Landlord, in lawful money of Canada, and without deduction, abatement or set-off, an annual gross rent for the Demised Premises in the amounts specified in Table One: Basic Rent, to be increased annually at 2% inflation rate, for the period January 1st, 2023, to December 31st, 2023.

Table One: Basic Rent (*see Section 4. below)

Dates	Yearly Amount	Monthly Amount
01/01/23 to 31/12/23	\$ 21,200.00	\$ 1,767.00
01/01/24 to 31/12/24	\$ 22,488.96	\$ 1,874.00
01/01/25 to 31/12/25	\$ 23,163.63	\$1,930.00
01/01/26 to 31/12/26	\$ 22,858.54	\$ 1,988.00
01/01/27 to 31/12/27	\$ 24,574.29	\$ 2,048.00

4 APPLICABLE TAXES

All of the above amounts include applicable taxes imposed on the Landlord or the Tenant with respect to rent payable by the Tenant, which tax(es) are payable by the Tenant on a monthly basis.

5 MONTHLY PAYMENT OF RENT

All monthly installments of Rent must be paid in advance on the first (1) day of each month. If the rent has not been received by the Landlord by the fifth (5) day of the month, the Tenant shall pay a late payment service charge of \$25.00. Any cheques returned by the bank for any reason will carry a \$25.00 penalty. If payment is not received by the tenth (10) day of the month, the Landlord shall proceed in accordance with provisions for default in this Lease.

6 CONSENT TO ASSIGN OR SUB-LET PREMISES

In the event that the Tenant desires to assign, sublet or part with possession of all or any part of the Demised Premises, or to transfer this Lease in any other manner, in whole or in part or any estate or interest thereunder, then and so often as such event shall occur, the Tenant shall give prior written notice to the Landlord of such desire, specifying therein the proposed assignee, transferee or sublet tenant. The Landlord shall, within thirty (30) days thereafter, notify the Tenant in writing, either that it consents or does not

consent as aforesaid to the assignment, subletting or parting with or sharing possession as the case may be. Consent may be withheld if, in the Landlord's opinion, the use will adversely affect other tenants in the centre.

7 RULES & REGULATIONS

From time to time, the Landlord shall be entitled to make and to amend reasonable rules and regulations that do not prohibit the use of the Demised Premises for the purposes permitted in paragraph 8. Notice of these rules shall be given to the Tenant in writing from the Landlord or the Landlord's agent. The Tenant shall comply with such rules and regulations and shall cause its officers, agents, servants, employees, contractors, customers, invitees and licensees to comply with such rules and regulations.

8 USE

The Demised Premises shall be used solely for the purpose of providing space for the County's Early Years Child and Family Centre, Grand Valley site.

In addition, the Landlord consents to the Tenant using the Grand River Room for Early Years activities when the Room is not otherwise in use.

The Landlord is responsible for the following cleaning;

After each day the space is occupied once a week, the premises will be:

- Swept and all open areas shall be wet mopped
- Vacuum all carpeted areas and mats
- Empty all garbage and recycling receptacle

Shared Space:

Kitchen and Bathrooms will be cleaned by the Landlord.

9 SIGNAGE

The Tenant will, at its sole expense, erect and maintain interior signage in a good and workmanlike manner, subject to municipal by-laws and government regulations and subject to the Landlord's prior written approval as to the design, colour, and content of any such sign, which consent shall not be unreasonably withheld.

10 INSURANCE

The Tenant agrees to provide the Landlord with proof of liability insurance and property insurance for non-landlord-owned contents. If the cost of the Landlord's insurance premiums should increase as a result of the use to which the Demised Premises are being put by the Tenant, the Tenant agrees to pay such increased cost of premiums.

11 REPAIR

The Tenant shall undertake all repairs to and maintenance of the Demised Premises.

12 MAINTENANCE BY LANDLORD

- a) The Landlord covenants and agrees that, at all times throughout the Term of this Lease and any renewal, it will maintain and repair, or cause to be maintained and repaired, as would a prudent owner of similar premises, the structure of the building, including without limitation:
 - a. foundations
 - b. exterior weather walls excluding non-structural repairs to the exterior weather walls
 - c. sub-floor
 - d. roof excluding the roof membrane
 - e. bearing walls
 - f. structural columns, and
 - g. beams.
- b) The Landlord will maintain and repair the roof membrane and make non-structural repairs to the exterior weather walls, but the cost of such repairs shall be included in the Operating Costs.
- c) The Tenant shall be liable and responsible for the cost of any such repairs if the Landlord is required to make such repairs by reason of the application of laws or ordinances, or the directions, rules or regulations of any duly constituted regulatory body to the business carried on by the Tenant, or by reason of any act, omission to act, neglect or default of the Tenant, or those for whom the Tenant is in law responsible.

13 NO REGISTRATION

This Lease or any notice thereof, or any caution indicating an interest on the lands upon which the building is constructed, shall not be registered against the title to the Lands.

14 NOTICES

Any notice, demand, or request which any party shall give to any other party shall be in writing and shall be deemed to have been validly given if delivered at, or mailed by registered mail to the address of such party shown below

to the Landlord at:

Grand Valley & District Community Centre Board
c/o Town of Grand Valley
5 Main Street North,
Grand Valley, ON L9W 5S6

- and -

to the Tenant at:

County of Dufferin,
Early Years and Child Care Division
30 Centre Street
Orangeville, ON L9W 2X1

or to such other address as such party shall have given written notice of, or in the case of the Tenant, at the Demised Premises, and shall be deemed to have been received the second day after the date of posting such notice, demand, or request.

15 COMPLIANCE WITH LAWS

The Landlord and the Tenant respectively covenant that they will not cause or suffer each other unjust hardship by non-compliance with all laws, statutes, by-laws, ordinances, regulations or other lawful requirements of any governmental authority having jurisdiction with respect to the ownership and tenancy of the Premises.

16 TERMINATION

- a) Should the Tenant wish to terminate this Lease without cause, the Tenant shall provide sixty (60) days' written notice of termination to the Landlord. Such notice shall be delivered to the Landlord as specified under section 14, or as changed upon notice. The Landlord shall consider the date of the notice received to be the date of the first meeting of the Board of Management, and so sixty days' notice shall start the date of said meeting.
- b) The Landlord shall respond to the notice in writing, acknowledging receipt and stating any requirements in order to satisfy the termination of the Lease.
- c) In the event the Tenant cancels this Lease, the Tenant must surrender the Demised Premises to the Landlord upon the date prescribed in the notice to cancel this Lease.

17 DEFAULT & RE-ENTRY

- a) If the rents above reserved, or any part thereof, shall be and remain unpaid for more than ten (10) days following the due date thereof, and such default is not cured within twenty (20) days after written notice from the Landlord of such default, or should the Tenant file for bankruptcy, either voluntarily or involuntarily, or make an assignment in favour of its creditors, the Landlord may cancel this Lease upon thirty (30) day's written notice by the Tenant, provided, however, that the Tenant is not in default through reasons of a legitimate dispute or circumstances beyond its control. Should the Tenant remedy such default and pay the rent owing together with a three per cent (3%) penalty (calculated on a monthly basis), the cancellation notice by the Landlord would be null and void for the current default.
- b) Throughout the Term of this Lease, should the Tenant file for bankruptcy, either voluntarily or involuntarily, or make an assignment in favour of its creditors, or if the rents above reserved or any part thereof shall be and remain unpaid on the due date thereof, or if the Landlord cancels this Lease, the Tenant cannot remove its goods and chattels from the premises so that there would not be sufficient goods on the Premises subject to distress to satisfy the rents and arrears hereunder.
- c) In the event the Tenant fails to remedy a default of Rent, after receiving due notice as contained above, the Landlord shall have the right to enter the Premises. The Landlord, using best efforts, must attempt to lease or sub-let the Premises and apply the proceeds of such leasing or sub-letting on account of Rent due.

18 DISPUTE PROCEDURES

In the event of a dispute between the Landlord and the Tenant arising out of this Lease, the parties herein agree:

- i. that each shall attempt to resolve the dispute by participating in good faith in a mediation of the matter as soon as possible, failing which the matter in dispute shall be referred to binding arbitration in accordance with the *Arbitration Act of Ontario*;
- ii. the Landlord and the Tenant shall each bear their own legal and other costs; and,
- iii. the Landlord will not commence a legal action for a declaration that the Lease is at an end or has been breached by the Tenant without first giving the Tenant twenty (20) days' notice of its intention to commence the same.

DATED AT GRAND VALLEY, ONTARIO THIS _____ day of _____, 2023.

Per: _____
Gail Little, Chair
For the Landlord
I have the authority to bind the Board.

Per: _____
James Allen, Recreation Facilities Manager
For the Landlord

The undersigned Tenant accepts the above lease in its entirety this___ day of_____, 2023.

Per: _____
For the Tenant
I have the authority to bind the Corporation.



GRAND VALLEY

The Corporation of the Town of Grand Valley

5 Main Street North

Grand Valley, ON L9W 5S6

Tel: (519) 928-5652

Fax: (519) 928-2275

www.townofgrandvalley.ca

March 07, 2023

Grand Valley & District Community Centre
90 Main Street North
Grand Valley, ON L9W 5S6

Attention: Helena Snider

Re: Grand Valley & District Community Centre Board 2023 Approved Budget

At the regular meeting of Council held on February 28, 2023, the following resolution was passed:

Resolution # 2023-2-39

Moved By Rentsch, Seconded By Dart

Be it resolved that: Council accept the 2023 Grand Valley and District Community Centre Budget, as presented, with Grand Valley's portion not to exceed \$200,881.00 for Operating expenses.

CARRIED

Trusting you find this satisfactory.
Yours truly,

Klaudia Mirska
Deputy Clerk/Communications Coordinator
Town of Grand Valley



TOWNSHIP OF EAST GARAFRAXA

065371 DUFFERIN COUNTY ROAD 3 • UNIT 2

EAST GARAFRAXA • ON • L9W 7J8

T: 226-259-9400 • TOLL FREE: 877-868-5967 • F: 1-226-212-9812

www.eastgarafraxa.ca

March 7, 2023

Klaudia Mirska, Secretary/Treasurer
Grand Valley & District Community Centre Board
Town of Grand Valley
5 Main St. N.
Grand Valley, ON L9W 5S6
kmirska@townofgrandvalley.ca

Re: Grand Valley & District Community Centre Board 2023 Approved Budget

At the Special Electronic Council meeting held on February 28, 2023, the following resolution was passed:

MOVED BY ZUKOWSKI, SECONDED BY HALLS

BE IT RESOLVED THAT:

Council do hereby support the Grand Valley and District Community Centre Board 2023 Approved Budget as presented, in the amount of \$573,722.00; East Garafraxa's portion being \$45,813.96.

CARRIED

Trusting you find this satisfactory.

Sincerely,

Jessica Kennedy, Clerk
Township of East Garafraxa

From: [Kyle Lawrence](#)
To: [Klaudia Mirska](#)
Subject: OMERS Participation - Grand Valley District Community Centre
Date: February 10, 2023 3:55:12 PM
Attachments: [BLR Template 01 - P - Traditional Participation \(GVDCC Revision - FINAL\).docx](#)

Caution! This message was sent from outside your organization.

Hi Klaudia,

Please see attached for an updated board resolution template for your use in correcting the previously passed OMERS participation board resolution for the **Grand Valley and District Community Centre**.

As discussed last year, the closing language in the previously passed resolution was added after OMERS preliminary review and, unfortunately, it can be read as being counter to the OMERS Plan text because full-time employees are required to join the Plan. Due to this additional language in the prior resolution, we will require the Board of the Grand Valley and District Community Centre to pass a revised resolution to correct this as soon as it is possible to do so.

You will note that there are some parts of the template for you to complete. Once you complete the draft, please submit to us for review ahead of passing.

Please see below for brief descriptions of each clause contained within the resolution template:

Clause #	Explanation
Recitals	Please review the recitals and revise them as necessary to match your organizations' style/format.
Clause 1 (Prior Resolution)	This clause repeals and rescinds the resolution to authorize OMERS participation previously passed by the board in 2022. Note that, this wording can be changed if your organization has a different method/style to revoke or change prior resolutions. This may also require changes to the recitals.
Clause 2 (Election to Participate)	This clause is a general paragraph confirming that your organization will participate in OMERS in accordance with the applicable terms of the OMERS Plans and applicable legislation, each as may be amended from time to time.
Clause 3 (Election re Employees)	This clause set outs your organization's continued election to participate in respect of your eligible employees in accordance with the applicable documents (i.e., the Primary Plan and RCA texts) and applicable legislation.
Clause 4 (Current Continuous Full Time ("CFT") Employees)	This clause covers all existing (hired prior to the effective date of the employer joining OMERS) full-time employees. A full-time employee for OMERS purposes is referred to as continuous full-time ("CFT"). Please see section 2.1.1 of our Employer Administration Manual for more information on CFT employees at: https://kmpub.omers.com/#/reader/EoclXoDm8VEaZgAVqmJNWw/0BnqzxZuzsYv0JAOXDWN8Q Any CFT employee who was hired prior to the effective date (i.e., the effective date indicated above) has the option to waive enrolment in the OMERS Plan as of the participation date but may choose to join anytime thereafter if they remain in the class.
Clause 5	This clause confirms that your organization will enroll continuous full-time ("CFT") employees

(Future CFT Employees)	hired after the effective date as of their hire date. Membership for these employees is mandatory on their date of hire. As a result, this is a condition of employment, and there is no probationary or waiting period for membership of CFT employees. Note that this also applies to employees who were previously not full-time but become CFT employees.
Clause 5 (Membership for OTCFT Employees)	<p>This clause confirms that your organization will administer membership for other-than-continuous-full-time (“OTCFT”) employees (i.e., employees who are not CFT employees) as set out in the Primary Plan text. As you know, effective January 1, 2023, all OTCFT employees (also referred to as NFT employees) are eligible to join the Plan without meeting any additional eligibility criteria.</p> <p>For more information about the NFT expansion, please continue to monitor the employer updates that we have been providing (including on OMERS.com).</p>
Clause 7 (Senior Management Official)	This clause confirms that the employer’s Board authorizes senior management to act on its behalf in fulfilling its duties and obligations with respect to the Primary Plan and the Retirement Compensation Arrangement. For consistency with the prior resolution your organization passed, we have named the Secretary/Treasurer but this should be verified.
Closing and Signature Lines	Please add to match your organization’s style format.

Please feel free to reach out to me if you have any questions or concerns.

Thank you,
Kyle

Kyle Lawrence | Senior Analyst, Pension Legal & Plan Policy | OMERS
T +1 416.860.4086 | E kylawrence@omers.com | [omers.com](https://www.omers.com)
EY Tower | 900 – 100 Adelaide St W | Toronto, ON M5H 0E2 | Canada



GRAND VALLEY & DISTRICT COMMUNITY CENTRE

FOR BOARD MEETING: Mar.13.2023

ACCOUNTS PAYABLE		2023	2023	TOTAL
		January	February	
1024	Loan for Olympia			-
1425	Loan Interest (Olympia)			-
1104	Liabilities (HST/Payroll)			-
1010	Wages & Benefits	7,746.56	8,901.51	16,648.07
1022	Payroll deductions			-
1040	Wages & Ben (Admin personnel)	1,593.90	2,369.28	3,963.18
1050	Staff Expense/Recognition			-
1300	Training & Workshops			-
1320	Professional Fees/Memberships	676.40	598.91	1,275.31
1420	Bank/Interest Chgs		0.42	0.42
1430	Merchant Chgs - debit/mc/visa			-
1440	Accounting/Audit Fees			-
1460	Insurance	27,961.20		27,961.20
1470	Advertising	11.24	11.02	22.26
2010	Consumable Supplies	1,470.75	1,397.65	2,868.40
2015	Concession Booth Supplies	3,087.65	3,328.66	6,416.31
2024	Heat	2,277.92	2,624.47	4,902.39
2030	Hydro	6,373.77	5,545.02	11,918.79
2040	Water/sewer/street lights	305.94	302.30	608.24
2050	Telecommunications	174.58	254.41	428.99
2055	Streaming Services			-
2110	Covid-19 Expense			-
2120	Office & Computer Supplies		510.66	510.66
2410	R&M - Community Ctre Bldg	5,584.52	4,843.47	10,427.99
2420	R&M - Arena	2,121.06	660.85	2,781.91
2430	R&M - Concession Booth		338.99	338.99
2450	Snow Removal	3,390.00	3,390.00	6,780.00
2460	R&M - Skate Park			-
3025	Equipment chgs - Zamboni/Olympia	746.38	747.40	1,493.78
3030	R&M - Compressor Room & Equipment	3,540.47	3,467.02	7,007.49
3055	Annual Inspections			-
4000	Summer Camp Expense			-
4021	Pickle Ball Expense			-
4040	50th Celebrations			-
7132	Miscellaneous Exp			-
8000	Capital Expenditure			-
9000	Transfer to Reserves			-
				-
	GRAND TOTAL	\$ 67,062.34	\$ 39,292.04	106,354.38



GRAND VALLEY & DISTRICT COMMUNITY CENTRE

FOR BOARD MEETING: 13-Mar-23

RECEIPTS DEPOSITED

February

Revenue					28,480.84
Levy payments					23,819.74
Interest earned					563.24
Revenue to offset expense					

TOTAL

total: - - 52,863.82 52,863.82

Current Past Due Total
734.50 791.00 1,525.50

Accounts Receivable

Bank Balance as of February 2023

Capital: \$84, 138.02

Operating: \$126, 866.90



Budget Variance Report

Date : Mar 07,2023

Time : 3:32 pm

Fiscal Year : 2023 Period : 2

Budget Type : BUDGET VALUES

Account Code : ?-?-????-???? To ?-?-????-????

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
Revenue						
7500 COMMUNITY CENTRE						
2-3-7500-3010	Levy Pymt-Amaranth	-10714.74	-10714.74	-77327	-66612.26	86.14
2-3-7500-3020	Levy Pymt-East Garafraxa	0.00	0.00	-45814	-45814.00	100.00
2-3-7500-3030	Levy Pymt-Grand Valley	-13105.00	-26210.00	-200881	-174671.00	86.95
2-3-7500-3200	Prior Year's Surplus/Deficit	0.00	0.00	-25000	-25000.00	100.00
2-3-7500-6010	Ice Rental	-19289.04	-54802.88	-110000	-55197.12	50.18
2-3-7500-6020	Summer Floor Rental	0.00	0.00	-200	-200.00	100.00
2-3-7500-6030	Summer Camp Reg'ns	0.00	0.00	-33000	-33000.00	100.00
2-3-7500-6040	Advertising Signs	-650.00	-6575.00	-6000	575.00	-9.58
2-3-7500-6050	Public Skating	-305.31	-1239.37	-2000	-760.63	38.03
2-3-7500-6210	Concession Booth	-4106.62	-8844.77	-15000	-6155.23	41.03
2-3-7500-6410	Hall & Room Rental	-2327.87	-4549.11	-15000	-10450.89	69.67
2-3-7500-6420	Ont Early Years Rental	-1802.00	-3534.00	-21000	-17466.00	83.17
2-3-7500-7302	Wage Recovery (Grant/Subsidy)	0.00	0.00	-22500	-22500.00	100.00
Total COMMUNITY CENTRE		-52300.58	-116469.87	-573722	-457252.13	79.70
Total Revenue		-52300.58	-116469.87	-573722	-457252.13	79.70

Expense

7500 COMMUNITY CENTRE						
2-4-7500-1010	Wages & Benefits	26907.24	49125.95	200000	150874.05	75.44
2-4-7500-1020	Wages & Ben - Camp	0.00	0.00	40000	40000.00	100.00
2-4-7500-1040	Wages&Ben-Admin Personnel	2369.28	3963.18	13000	9036.82	69.51
2-4-7500-1050	Staff Expense/Recognition	0.00	0.00	3000	3000.00	100.00
2-4-7500-1300	Training & Workshops	0.00	0.00	3000	3000.00	100.00
2-4-7500-1320	Professional Memberships	530.01	1128.59	1200	71.41	5.95
2-4-7500-1420	Bank / Interest Chgs	-563.24	-490.24	0	490.24	0.00
2-4-7500-1425	Loan Interest	0.00	0.00	227	227.00	100.00
2-4-7500-1430	Merchant Chgs-debit/mc/visa	410.00	782.97	2000	1217.03	60.85
2-4-7500-1440	Accounting/Audit Fees	0.00	0.00	2800	2800.00	100.00
2-4-7500-1460	Insurance	0.00	27961.20	32000	4038.80	12.62
2-4-7500-1470	Advertising	11.02	22.26	250	227.74	91.10
2-4-7500-2010	Replenishable Supplies	1236.85	2538.40	4000	1461.60	36.54
2-4-7500-2015	Conc Booth Supplies	3160.45	6127.76	6000	-127.76	-2.13
2-4-7500-2024	Heat	2322.54	4338.40	9500	5161.60	54.33
2-4-7500-2030	Hydro	4907.09	10462.90	65000	54537.10	83.90
2-4-7500-2040	Water/Sewer/Street Lights	302.30	608.24	6000	5391.76	89.86
2-4-7500-2050	Telecommunications	230.89	461.13	3100	2638.87	85.12
2-4-7500-2120	Office & Computer Supplies	451.91	451.91	4000	3548.09	88.70
2-4-7500-2410	R&M - Community Ctre Bldg	3927.98	8870.03	20000	11129.97	55.65
2-4-7500-2420	R&M - Arena	584.83	3581.35	20000	16418.65	82.09
2-4-7500-2430	R&M - Concession Booth	299.99	299.99	2000	1700.01	85.00
2-4-7500-2450	Snow Removal	0.00	3000.00	16000	13000.00	81.25
2-4-7500-3025	Equip Chgs - Zamboni/Olympia	368.55	1029.06	5000	3970.94	79.42
2-4-7500-3030	R&M - Compressor Room & Equip	2558.21	5691.37	14000	8308.63	59.35
2-4-7500-3055	Annual Inspections	0.00	0.00	5000	5000.00	100.00

Budget Variance Report

Date : Mar 07,2023

Time : 3:32 pm



Fiscal Year : 2023 Period : 2

Budget Type : BUDGET VALUES

Account Code : ?-?-????-???? To ?-?-????-????

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Variance
Expense						
2-4-7500-3055	Annual Inspections	0.00	0.00	5000	5000.00	100.00
2-4-7500-4000	Summer Camp Expense	0.00	0.00	3000	3000.00	100.00
Total COMMUNITY CENTRE		50015.90	129954.45	480077	350122.55	72.93
Total Expense		50015.90	129954.45	480077	350122.55	72.93
Report Total		-2284.68	13484.58	-93645	-107129.58	114.40



GRAND VALLEY

Grand Valley & District Community Centre

90 Main Street North
Grand Valley, ON L9W 5S7

ARENA: 519-928-2830

jallen@townofgrandvalley.ca

OFFICE: 519-928-5652

hsnider@townofgrandvalley.ca

www.grandvalleycommunitycentre.ca

February 17, 2023

Township of East Garafraxa
065371 Dufferin County Road 3, Unit 2
East Garafraxa, ON L9W 7J8

Dear Mayor Gardhouse and members of East Garafraxa Council,

At the February 13, 2023 Community Centre Board meeting a following resolution was passed:

Resolution 2023-02-07

Moved by S Soloman, Seconded by C Taylor

BE IT RESOLVED THAT the Board directs staff to contact joint municipalities to approve allocating \$10,000 annually as a capital expenditure towards a replacement of the ice resurfacers.

CARRIED

As per Inter-Municipal Agreement for Operations of the Grand Valley and District Community Centre, sec. 5, any capital expenses are not included in the agreement and shall be negotiated as required and each Council shall pass a separate resolution confirming participation.

Please consider this request at your next Council meeting.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Helena Snider
Grand Valley Community Centre – Secretary/Treasurer

**GRAND VALLEY & DISTRICT FIRE DEPARTMENT
BOARD OF MANAGEMENT**

June 22, 2022 Minutes

In person and Online via Webex at 7.30 pm

MEMBERS PRESENT: Stephen Miles, Phillip Rentsch (joined at 7:50pm), Chris Gerrits, Tom Nevills, Fire Chief Justin Foreman, Klaudia Mirska Secretary/Treasurer

MEMBERS ABSENT:

John Stirk, Heather Foster – both with regrets,

1. Call Meeting to order

Chair Miles called the meeting to order at 7.36 pm.

2. Approval of Agenda

#2022-06-01

Moved By: C. Gerrits

Seconded By: T. Nevills

BE IT RESOLVED THAT the June 22, 2022, regular meeting agenda be approved as circulated.

Carried.

3. Disclosure of pecuniary interest

No pecuniary interest was declared.

4. Adoption of Minutes

4.1. June 22, 2022

#2022-06-02

Moved By: T. Nevills

Seconded By: P. Rentsch

BE IT RESOLVED THAT the June 22, 2022 meeting minutes of the Grand Valley and District Fire Board be adopted as circulated.

Carried.

5. Deputations/Presentations

None

6. Unfinished Business

6.1. New Truck- 2022 Durango SSV

Mirska and Chief Foreman informed the Board that previously approved quote from Fergus Ford got cancelled by the supplier as it was unable to be fulfilled in 2022. Foreman asked the Board to approve a new quote from a different supplier.

#2022-06-03

Moved By: T. Nevills

Seconded By: C. Gerrits

BE IT RESOLVED THAT the Board approves a quote for 2022 Durango SSV from Blue Mountain Chrysler in the amount of \$54,300.00 (+HST) and directs the staff to proceed with the purchase of the vehicle.

AND FURTHER THAT previously approved quote from Fergus Ford has been cancelled.

Carried

7. Financials

7.1. Bills and Accounts

March through June 2022

#2022-06-04

Moved By: P. Rentsch

Seconded By: C. Gerrits

BE IT RESOLVED THAT the Bills and Accounts for March through June of 2022 in the amount of \$ 162,413.85 be approved and paid from the General Account

Carried.

7.2. Response report

February – May 2022

The Board received and discussed the report.

7.3. Budget variance report.

The Board received the report.

7.4. Draft Financial Statements

Mirska presented draft statements to the Board.

#2022-06-05

Moved By: T. Nevills

Seconded By: C. Gerrits

BE IT RESOLVED THAT the Grand Valley & District Fire Board approves the 2021 Financial Statements from RLB Chartered Professional Accountants as presented.

Carried.

8. Grand Valley Fire Fighters Association Report

None

9. Fire Chief's Report

9.1. Community Risk Assessment

Chief Foreman presented to the Board a document prepared by the Office of the Fire Marshall regarding community risk assessments. The *Fire Protection and Prevention Act, 1997* (FPPA) mandates that every municipality in Ontario shall establish a program which must include public education with respect to fire safety and certain components of fire prevention and provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances. The Board members were asked to discuss these requirements at their next Council meetings.

10. Correspondence

10.1. Office of the Fire Marshal- Firefighter Certification

The Board received the correspondence.

11. New Business

None

12. Confirming Resolution and Adjournment

#2022-06-06

Moved By: C. Gerrits

Seconded By: P. Rentsch

BE IT RESOLVED THAT all actions of the Board Members and Officers of the Grand Valley & District Fire Board, with respect to every matter addressed and adopted by the Board on the above date are hereby adopted, ratified, and confirmed.

AND FURTHER THAT each motion, resolution, and other actions taken by the Board members and/or Officers at the meeting held on the above date are hereby adopted, ratified, and confirmed.

BE IT RESOLVED THAT the Board adjourn to meet again on September 19, 2022, at 7.30 pm.

Carried.

The Board adjourned at 9.15 pm.

**GRAND VALLEY & DISTRICT FIRE DEPARTMENT
BOARD OF MANAGEMENT**

January 19, 2023 Minutes

In person at Grand Valley Council Chambers and online at 5:00 pm

PRESENT: Paul Latam (online), Lorne Dart, Chris Gerrits, Susan Graham, John Stirk (online), Guy Gardhouse (online), Fire Chief Justin Foreman, Deputy Chief Mike Agar, Deputy Chief Dave Stevenson, Klaudia Mirska Secretary/Treasurer

1. Call Meeting to order

Gerrits called the meeting to order at 5:05 pm.

2. Appointments

2.1. Chair

2.2. Vice Chair

2.3. Secretary/Treasurer

2.4. Auditors

Resolution 2023-01-01

Moved by J. Stirk, Seconded by S. Stone

BE IT RESOLVED THAT as required under the Joint Municipal Service Board Agreement dated December 13, 2017, at the first meeting of the Fire Board in each calendar year, the Board appoints the following officers:

Chair – Chris Gerrits

Vice Chair – Paul Latam

Secretary/Treasurer – Klaudia Mirska

Auditors – RLB, LLC

CARRIED

3. Approval of Agenda

Resolution 2023-01-02

Moved by P. Latam, Seconded by J. Stirk

BE IT RESOLVED THAT the January 19, 2023 special meeting agenda be approved as circulated.

CARRIED

4. Disclosure of pecuniary interest

None

5. Fire Chief's Report

5.1. Report - Capital Replacement Profile

Chief Foreman presented the report and stated that the Capital Replacement Plan needs to be revised due to major price increases. He advised the Board that the existing Plan does not allocate sufficient funds to allow scheduled capital expenditures.

Resolution 2023-01-03

Moved by P. Latam, Seconded by L. Dart

BE IT RESOLVED THAT the Board receives and approved Report – Capital Replacement Profile as amended.

- \$100,000 moved from 2023 to 2024.

CARRIED

6. Financials

6.1. 2023 Budget – Draft

The Board discussed the 2023 Draft Budget presented by Chief Foreman, Deputy Stevenson, and Deputy Agar. Chief Foreman informed the Board that the fire station requires interior renovations.as any repairs to the building were addressed in-house. The Board was informed that the increase to the remuneration expense is caused by new hires.

Resolution 2023-01-04

Moved by G. Gardhouse, Seconded by J. Stirk

BE IT RESOLVED THAT the Grand Valley & District Fire Department approves the 2023 Draft Budget as amended. Operating in the amount of \$579,731.00 and the 2023 Capital Budget in the amount of \$386,695.00

AND FURTHER THAT the Board requests that this 2023 Budget be presented to the participating municipalities for their endorsement.

CARRIED

7. New Business

None

8. Closed session

Recommendation: That Council resolve itself into closed session under the provisions of Section 239(2) of the Municipal Act, 2001 to discuss:

Personal matters about an identifiable individual, including municipal or local board employees.

Resolution 2023-01-05

Moved by L. Dart, Seconded by S. Graham

BE IT RESOLVED THAT the Board proceed in closed session to address a matter pertaining to personal matter about an identifiable individual, including municipal or local board employees.

CARRIED

8.1. Fire Chief remuneration

Resolution 2023-01-07

Moved by S. Graham, Seconded by L. Dart

BE IT RESOLVED THAT the Board approves changes to Chief's terms of employment as discussed in the closed session.

DEFEATED

9. Rise and Report

Resolution 2023-01-06

Moved by G. Gardhouse, Seconded by J. Stirk

BE IT RESOLVED THAT the Board rise and report at 7:09pm

CARRIED

10. Confirming Resolution and Adjournment

The Board adjourned at 7.15 pm.

Resolution 2023-01-08

Moved by L. Dart, Seconded by S. Graham

BE IT RESOLVED THAT all actions of the Board Members and Officers of the Grand Valley & District Fire Board, with respect to every matter addressed and adopted by the Board on the above date are hereby adopted, ratified, and confirmed.

AND FURTHER THAT each motion, resolution, and other actions taken by the Board members and/or Officers at the meeting held on the above date are hereby adopted, ratified, and confirmed.

BE IT RESOLVED THAT the Board adjourn to meet again at the call of the Chair.

CARRIED

**GRAND VALLEY & DISTRICT FIRE DEPARTMENT
BOARD OF MANAGEMENT
February 3, 2023 Special Meeting Minutes
Online at 4:00 pm**

PRESENT: Paul Latam, Lorne Dart, Chris Gerrits, Susan Graham, John Stirk, Guy Gardhouse, Klaudia Mirska Secretary/Treasurer

ABSENT: John Stirk (with regrets)

1. Call Meeting to Order

Chair Gerrits called meeting to order at 4:13pm.

2. Approval of the Agenda

Resolution 2023-02-01

Moved by G. Gardhouse, Seconded by S. Graham

BE IT RESOLVED THAT the February 319, 2023 special meeting agenda be approved as circulated.

CARRIED

3. Disclosure of Pecuniary Interest

No pecuniary interest was declared.

4. Closed Session

Recommendation: That Board resolve itself into closed session under the provisions of Section 239(2) of the Municipal Act, 2001 to discuss:
Personal matters about an identifiable individual, including municipal or local board employees.

Resolution 2023-02-02

Moved by G. Gardhouse, Seconded by S. Graham

BE IT RESOLVED THAT the Board proceed in closed session to address a matter pertaining to personal matter about an identifiable individual, including municipal or local board employees.

CARRIED

4.1. Fire Chief – contract revision.

5. Rise and Report

Resolution 2023-02-03

Moved by L. Dart, Seconded by P. Latam

BE IT RESOLVED THAT the Board rise and report at 5:01pm

CARRIED

6. Confirming Resolution and Adjournment

The Board adjourned at 5.05 pm.

Resolution 2023-02-04

Moved by L. Dart, Seconded by S. Graham

BE IT RESOLVED THAT all actions of the Board Members and Officers of the Grand Valley & District Fire Board, with respect to every matter addressed and adopted by the Board on the above date are hereby adopted, ratified, and confirmed.

AND FURTHER THAT each motion, resolution, and other actions taken by the Board members and/or Officers at the meeting held on the above date are hereby adopted, ratified, and confirmed.

BE IT RESOLVED THAT the Board adjourn to meet again at the call of the Chair.

CARRIED



GRAND VALLEY & DISTRICT
FIRE BOARD
AGENDA
March 14th, 2023
3:30 PM
2 Watson Road



- 1. Call Meeting to Order**
- 2. Approval of Agenda**
- 3. Disclosure of Pecuniary Interest**
- 4. Adoption of Minutes**
 - 4.1. June 22, 2022.
- 5. Deputations**
 - 5.1 – Appointment and introduction of Secretary/Treasurer – Helena Snider
- 6. Unfinished Business**
 - 6.1 Regulating By-law
- 7. Financials**
 - 7.1. Bills and Accounts
January to February 2023
 - 7.2. Response Report
January to February 2023
 - 7.3. Budget Variance Report
- 8. Grand Valley Fire Fighters Association Report**
- 9. Fire Chief's Report**
- 10. Correspondence**
 - 10.1 Town of Grand Valley – Approved Budget
 - 10.2 Township of East Garafraxa – Approved Budget
 - 10.3 Grand Valley – Request for Planning
- 11. New Business**
- 12. Closed Session**

Recommendation: That Board resolve itself into closed session under the provisions of Section 239(2) of the Municipal Act, 2001 to discuss:
Personal matters about an identifiable individual, including municipal or local board employees.

 - 12.1. Fire Chief – contract revision
- 13. Rise and Report**
- 14. Confirming Resolution and Adjournment**

**GRAND VALLEY & DISTRICT FIRE DEPARTMENT
BOARD OF MANAGEMENT**

June 22, 2022 Minutes

In person and Online via Webex at 7.30 pm

MEMBERS PRESENT: Stephen Miles, Phillip Rentsch (joined at 7:50pm), Chris Gerrits, Tom Nevills, Fire Chief Justin Foreman, Klaudia Mirska Secretary/Treasurer

MEMBERS ABSENT:

John Stirk, Heather Foster – both with regrets,

1. Call Meeting to order

Chair Miles called the meeting to order at 7.36 pm.

2. Approval of Agenda

#2022-06-01

Moved By: C. Gerrits

Seconded By: T. Nevills

BE IT RESOLVED THAT the June 22, 2022, regular meeting agenda be approved as circulated.

Carried.

3. Disclosure of pecuniary interest

No pecuniary interest was declared.

4. Adoption of Minutes

4.1. June 22, 2022

#2022-06-02

Moved By: T. Nevills

Seconded By: P. Rentsch

BE IT RESOLVED THAT the June 22, 2022 meeting minutes of the Grand Valley and District Fire Board be adopted as circulated.

Carried.

5. Deputations/Presentations

None

6. Unfinished Business

6.1. New Truck- 2022 Durango SSV

Mirska and Chief Foreman informed the Board that previously approved quote from Fergus Ford got cancelled by the supplier as it was unable to be fulfilled in 2022. Foreman asked the Board to approve a new quote from a different supplier.

#2022-06-03

Moved By: T. Nevills

Seconded By: C. Gerrits

BE IT RESOLVED THAT the Board approves a quote for 2022 Durango SSV from Blue Mountain Chrysler in the amount of \$54,300.00 (+HST) and directs the staff to proceed with the purchase of the vehicle.

AND FURTHER THAT previously approved quote from Fergus Ford has been cancelled.

Carried

7. Financials

7.1. Bills and Accounts

March through June 2022

#2022-06-04

Moved By: P. Rentsch

Seconded By: C. Gerrits

BE IT RESOLVED THAT the Bills and Accounts for March through June of 2022 in the amount of \$ 162,413.85 be approved and paid from the General Account

Carried.

7.2. Response report

February – May 2022

The Board received and discussed the report.

7.3. Budget variance report.

The Board received the report.

7.4. Draft Financial Statements

Mirska presented draft statements to the Board.

#2022-06-05

Moved By: T. Nevills

Seconded By: C. Gerrits

BE IT RESOLVED THAT the Grand Valley & District Fire Board approves the 2021 Financial Statements from RLB Chartered Professional Accountants as presented.

Carried.

8. Grand Valley Fire Fighters Association Report

None

9. Fire Chief's Report

9.1. Community Risk Assessment

Chief Foreman presented to the Board a document prepared by the Office of the Fire Marshall regarding community risk assessments. The *Fire Protection and Prevention Act, 1997* (FPPA) mandates that every municipality in Ontario shall establish a program which must include public education with respect to fire safety and certain components of fire prevention and provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances. The Board members were asked to discuss these requirements at their next Council meetings.

10. Correspondence

10.1. Office of the Fire Marshal- Firefighter Certification

The Board received the correspondence.

11. New Business

None

12. Confirming Resolution and Adjournment

#2022-06-06

Moved By: C. Gerrits

Seconded By: P. Rentsch

BE IT RESOLVED THAT all actions of the Board Members and Officers of the Grand Valley & District Fire Board, with respect to every matter addressed and adopted by the Board on the above date are hereby adopted, ratified, and confirmed.

AND FURTHER THAT each motion, resolution, and other actions taken by the Board members and/or Officers at the meeting held on the above date are hereby adopted, ratified, and confirmed.

BE IT RESOLVED THAT the Board adjourn to meet again on September 19, 2022, at 7.30 pm.

Carried.

The Board adjourned at 9.15 pm.

THE CORPORATION OF THE TOWNSHIP OF AMARANTH, THE TOWNSHIP OF EAST GARAFRAXA, AND THE TOWN OF GRAND VALLEY

By-Law No. AM 62-2013/EG 29-2013/GV 2013-45

Being a By-Law to Establish & Regulate the Grand Valley & District Fire Department and to repeal By-Law Numbers AM 62-2013/EG 29-2013/GV 2013-45

Whereas the Municipal Act, R.S.O. 1990, as amended, and the Fire Protection and Prevention Act, 1997, S.O. 1997, c.4 as amended, permits the Council to enact a By-law to establish and regulate a Fire Department;

And whereas Subsection 2 (1) of the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c. 4, as amended (the “FPPA”), requires every municipality to establish a program in the municipality which must include public education with respect to fire safety and certain components of fire prevention and the provision of fire protection services as it determines may be necessary in accordance with its needs and circumstances;

And whereas Subsection 2 (b) of the FPPA permits a municipality, in discharging the responsibilities under subsection 2(1), to establish a Fire Department;

And whereas Subsection 5 (0.1) of the FPPA permits a Council of a municipality to establish, maintain and operate a Fire Department for all or any part of the municipality;

And whereas Subsection 5 (1) of the FPPA requires a Fire Department to provide fire suppression services and permits the Fire Department to provide other Fire Protection Services in the municipality;

And whereas Subsection 8 (1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended (“*Municipal Act, 2001*”), provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority on municipalities to enable them to govern their affairs as they consider appropriate, and to enhance their ability to respond to municipal issues;

And whereas Subsection 11 (2) 6 of the *Municipal Act, 2001* provides that a municipality may pass by-laws for the health, safety and well being of persons;

And whereas Section 227 of the *Municipal Act, 2001* provides that it is the role of officers and employees of the municipality to implement Council decisions and establish practices and procedures to implement those decisions;

And whereas Subsection 446 (1) of the *Municipal Act, 2001* provides that where a person fails to do something that is required under a by-law, the municipality may undertake to do the thing required at the person’s expense and the costs may be collected in same manner as property taxes;

And whereas the Councils for the Township of Amaranth, the Township of East Garafraxa and the Town of Grand Valley have already established a Fire Department, and it is known as the Grand Valley and District Fire Department, and deem it expedient to repeal By-laws AM 62-2013/EG 29-2013/GV 2013-45 and replace them with a new by-law.

NOW THEREFORE BE IT ENACTED by the Municipal Councils of the Corporations of the Township of AMARANTH, the Township of EAST GARAFRAXA and the Town of GRAND VALLEY, as follows:

PART I – INTERPRETATION

1. (1) Wherever a word is used in this By-law with its first letter capitalized, the term is being used as it is defined in Part III of this By-law. Where any word appears in ordinary case, the commonly applied English language meaning is intended.

- (2) All words importing the singular shall include the plural, and words imparting the masculine gender shall include the feminine, and the converse of the foregoing also applies, unless the context of the By-law otherwise requires.
2. If a court of competent jurisdiction declares any provision or part of a provision of this Bylaw to be invalid or to be of no force and effect, it is the intention of Council in enacting this By-law that the remainder of this By-law shall continue in force and be applied and enforced in accordance with its terms to the fullest extent possible according to law.

PART II – SHORT TITLE

3. This By-law may be referred to as the “Grand Valley & District Fire Department Establishing and Regulating By-law”.

PART III – DEFINITIONS

- 4 In this By-law, unless the context otherwise requires:
- a. “Additional Expenses” means the cost to the municipality of any additional resources, including any applicable taxes and administrative fees.
 - b. “Additional Resources” includes the use of:
 - (i) a private contractor;
 - (ii) special equipment that is rented or contracted by the Fire Department;
 - (iii) consumable materials not normally carried on a fire vehicle; or
 - (iv) consumable materials that are used in addition to the amount of those consumable materials normally carried on a fire vehicle.
 - c. “Approved” means approved by the Municipal Council.
 - d. “CAO” means the Chief Administrative Officer appointed by Council to act as Chief Administrative Officer for any of the participating Municipalities.
 - e. “Corporation” means the Corporations of the Township of Amaranth, the Township of East Garafraxa and the Town of Grand Valley.
 - f. “Council” means the Council of the Township of Amaranth, the Township of East Garafraxa and the Town of Grand Valley.
 - g. “Councils” means the Councils of the participating municipalities of the Township of Amaranth, the Township of East Garafraxa and the Town of Grand Valley.
 - h. “Confined Space” means any space that has limited or restricted means for entry or exit (e.g., tanks, vessels, silos, storage bin, hoppers, vaults, trenches, excavations and pits) and that is not designed for continuous human occupancy.
 - i. “Deputy Fire Chief” means a person appointed to act on behalf of the Fire Chief in the case of an absence or a vacancy in the office of the Fire Chief.
 - j. “Fire Area” means the area serviced by the Grand Valley and District Fire Department as defined in Schedule C attached to this by-law, SAVE AND EXCEPT any defined area that any one municipality may deem to be excluded from fire suppression and/or rescue service as defined in their respective municipal by-laws.

- k. “Fire Board” means the Grand Valley and District Fire Department Joint Board of Management per agreement dated October 22nd, 1990.
- l. “Fire Chief” means the person appointed by by-law of the Councils of the participating municipalities to act as Fire Chief of the Fire Department and is ultimately responsible to the Fire Board as defined in the FPPA.
- m. “Fire Department” means the Grand Valley & District Fire Department.
- n. “FPPA” means the *Fire Protection and Prevention Act, 1997*, S.O., c.4, as may be amended from time to time, or any successor legislation, and any regulation made there under.
- o. “Fire Protection Services” includes fire suppression, fire prevention, fire and life safety education, communications, apparatus and facility maintenance, training of persons involved in the provision of Fire Protection Services, rescue and emergency services and the delivery of all those services.
- p. “Member” means any person employed in or appointed to the Fire Department and assigned to undertake fire protection services, and includes officers, full time, part time and volunteer firefighters.
- q. “Municipality” means any one of the Township of Amaranth, the Township of East Garafraxa and the Town of Grand Valley.
- r. “Officer” includes the Fire Chief, Deputy Fire Chiefs, Captains, Lieutenants, and all other supervisory positions within the Fire Department.
- s. “Volunteer Firefighters” means a firefighter who provides fire protection services either voluntarily or for a nominal consideration, honorarium, training or activity allowance.

PART IV – ESTABLISHMENT AND COMPOSITION

- 5. The Fire Department is continued under this By-law to provide Fire Protection Services for The Township of Amaranth, the Township of East Garafraxa and the Town of Grand Valley and shall be known as the Grand Valley & District Fire Department.
- 6. The Fire Department shall consist of the Fire Chief, Deputy Fire Chiefs, Captains, Lieutenants, operational staff, administrative support staff and any other person as may be approved by Council for the Fire Department to perform Fire Protection Services and shall be structured in conformance with the approved Organizational Chart, Schedule B, forming part of this by-law.

PART V – EMPLOYMENT

- 7. In addition to the Fire Chief and Deputy Chiefs, the Board shall appoint such number of other officers and members as may be deemed necessary by the Fire Board.
- 8. The Fire Chief may recommend to the Fire Board the employment in or the appointment to the Fire Department, as the case may be, of any person, as an Officer or Member or as administrative support staff, who meet the qualifications and, if applicable, completes successfully criteria (including without limitation training courses and physical, skills and other examinations) and otherwise satisfies any hiring policies, practices or procedures established or approved by the Fire Board for such employment or appointment.

9. Persons appointed as members of the Fire Department to provide fire protection services shall be on probation for a period of twelve (12) months, during which period they shall take special training and examination as may be required by the Fire Chief and annual medical examinations and/or at such other times as deemed necessary by the Fire Chief.
10. If a probationary member appointed to provide fire protection services fails any such examinations and/or contravenes any provisions of this by-law, policies, general orders and/or department rules that, in the opinion of the Fire Chief would be detrimental to the operation or efficiency of the Fire Department, the Fire Chief may recommend to the Fire Board that they be dismissed.
11. If a medical examiner finds a member is physically unfit to perform assigned duties and such condition is attributed to, and a result of employment in the Fire Department, the Fire Board may assign the member to another position in the Fire Department or may retire them.
12. Subject to the FPPA, the remuneration and other terms and conditions of employment or appointment of the Members and administrative support staff that comprise the Fire Department shall be determined by the Fire Board and approved by the Councils.

PART VI – ORGANIZATION AND CORE SERVICES

13. The Fire Department shall be organized into the following sections:
 - (a) Fire Prevention
 - (b) Firefighting
 - (c) Fire and Life Safety Education
 - (d) Training
 - (e) Communications
 - (f) Apparatus & Maintenance, and
 - (g) Fire Administration.
14. (1) The Fire Chief may recommend the reorganization or elimination of Sections or establish other Sections or may do all or any of these things or any combination of them as may be required to ensure the proper administration and efficient operation of the Fire Department and the effective management of Fire Protection Services for the Municipalities.

(2) The Fire Chief may assign or re-assign such members to a Section to assist them in the administration and operation of that section.
15. (1) For the purposes of this By-law, core services provided by the Fire Department are set out in Schedule “A,” which forms part of this By-law.

(2) Nothing in this By-law will restrict the Fire Department to providing only core services or limit the provisions of Fire Protection Services.

PART VII - RESPONSIBILITIES AND AUTHORITY OF FIRE CHIEF

16. (1) The Fire Chief shall be the head of the Fire Department and is responsible to Council for the proper administration and operation of the Fire Department.

(2) The Fire Chief is ultimately responsible to Council, through the Fire Board, for the delivery of Fire Protection Services.

(3) Council retains all the rights and powers that it has to establish maintain and operate a fire department under the FPPA.

17. (1) The Fire Chief shall be authorized to make such general orders, policies, procedures, rules, and regulations and to take such other measures as the Fire Chief may consider necessary for the proper administration and efficient operation of the Fire Department and the effective management of the Fire Protection Services for the Municipalities and for the prevention, control and extinguishment of fires, the protection of life and property and the management of emergencies.
- (2) Without restricting the generality of subsection 14 (1), the Fire Chief shall be authorized to make such general orders, policies, procedures, rules, and regulations and to take such other measures as the Fire Chief may consider necessary for the following:
- (a) For the care and protection of all property belonging to the Fire Department;
 - (b) For arranging for the provision of necessary apparatus, equipment, materials, services and supplies for the Fire Department;
 - (c) For determining and establishing the qualifications and criteria for employment or appointment to the Fire Department;
 - (d) For determining and establishing the duties of all members and administrative support staff of the Fire Department;
 - (e) For the conduct and the discipline of members and administrative support staff of the Fire Department;
 - (f) For preparing and, upon approval by Council, implementing and maintaining such Fire Department strategic plans and Master Fire Plans as may be required by Council, on behalf of the Municipalities;
 - (g) For reporting to the appropriate crown attorney or other prosecutor or law enforcement officer or other officer the facts based on the evidence in any case in which there is reason to believe that a fire has been the result of criminal intent or negligence or in which there is reason to believe an offence has been committed under the FPPA;
 - (h) For keeping an accurate record, in convenient form for reference, of all fires, rescues and emergencies responded to by the Fire Department;
 - (i) For keeping such other records as may be required by Council and the FPPA;
 - (j) For preparing and presenting the annual report of the Fire Department to Council;
 - (k) For preparing and presenting the annual estimates of the Fire Department, in consultation with the appropriate Fire Board Committee of the Municipalities and Council; and
 - (l) For exercising control over the budget endorsed by the Board and approved by the participating Municipalities for the Fire Department, provided that such general orders, policies, procedures, rules, regulations, and other measures do not conflict with the provisions of this By-law or any other By-law of the Municipalities, including without limitation those requiring the prior approval of or prior notice to Council or the satisfaction of certain conditions, general or otherwise, specified by Council before such measures can be implemented, or with the provisions of the FPPA or with the provisions of any other written agreement that may be applicable.
18. (1) The Fire Chief shall be responsible for the administration and enforcement of this By-law and all general orders, policies, procedures, rules, and regulations made

under this By-law and for the enforcement of any other Municipal By-law respecting Fire Protection Services.

- (2) The Fire Chief shall periodically review the general orders, policies, procedures, rules, and regulations made under this By-law, and shall periodically review any Municipal By-law respecting Fire Protection Services, including this By-law, and may for the purpose of any review establish an advisory committee consisting of such members and other persons, including members of the general public as the Fire Chief may determine are necessary to assist him in the discharge of this duty.
 - (3) The Fire Chief may recommend By-law amendments to the Board for recommendation to Councils that the Fire Chief considers appropriate after the completion of a review as set out in subsection 14. (2).
 - (4) The Fire Chief may recommend the revision or deletion of general orders, policies, procedures, rules, and regulations made under this By-law that the Fire Chief considers appropriate after the completion of a review as set out in subsection 14. (2).
 - (5) The Fire Chief may reprimand, suspend or recommend the dismissal of any member for infraction of any provisions of this by-law, policies, general orders and department rules that, in the opinion of the Fire Chief, would be detrimental to the operation or the efficiency of the Fire Department.
19. The Fire Chief shall have all powers, rights and duties assigned to a Fire Chief under the FPPA including without limitation the authority to enforce compliance with the Fire Code.
 20. The Fire Chief may liaise with the Office of the Fire Marshal of Ontario and any other office or organization as required by the Fire Board or Council or as considered necessary or advisable by the Fire Chief for the proper administration and efficient operation of the Fire Department and the effective management of Fire Protection Services for the Municipalities.
 21. The Fire Chief may, from time to time, utilize such Members and administrative support staff of the Fire Department as the Fire Chief considers appropriate to assist in the performance of the Fire Chief's duties.

PART VIII - DEPUTY FIRE CHIEFS

22. (1) The Deputy Fire Chiefs shall be the second ranking officers of the Fire Department and shall be subject to and shall obey all orders of the Fire Chief and shall perform such duties as are assigned to them by the Fire Chief.
- (2) Where the Fire Chief is absent, one of the Deputy Fire Chiefs, as decided upon by the Fire Chief in advance, shall act on the Fire Chief's behalf.
- (3) Where the Fire Chief is absent and has not appointed one of the Deputies to act on their behalf, or there is a vacancy in the office of the Fire Chief, the Deputy Fire Chiefs shall take turns acting as the Fire Chief on a rotating basis.
- (4) Where a Deputy Chief is acting as the Fire Chief, the Deputy Chief has all of the powers and responsibilities as the Fire Chief as provided under any Municipal By-law, including this By-law, and any Provincial statute or regulation.

PART IX – MEMBERS AND ADMINISTRATIVE SUPPORT STAFF

23. The Members and administrative support staff of the Fire Department shall be under the direction and control of the Fire Chief or the next ranking Officer present in any place.

24. Every Member shall conduct themselves in accordance with general orders, policies, procedures, rules and regulations made by the Fire Chief and shall give their whole and undivided attention to the efficient operation of the Fire Department and shall perform the duties assigned to them to the best of their ability in accordance with the FPPA and other written agreement that may be applicable.
25. (1) No person, other than duly appointed Members of the Fire Department, shall obtain, carry, wear or use any Fire Department uniform clothing in a manner that would lead any reasonable member of the public to identify the person as a member of the Fire Department.
 - (2) No person, other than duly appointed Members of the Fire Department, shall in any way identify themselves as being a member of the Fire Department.
 - (3) Fire department personnel shall obtain, carry, wear or use any Fire Department uniform clothing to identify themselves as being a member of the department only during Fire Department sanctioned events.

PART X – USE OF FIRE DEPARTMENT PROPERTY

26. No person shall use or permit to be used any apparatus, equipment or other property of the Fire Department for any personal or private use, without the prior approval of the Fire Chief.
27. No person shall willfully damage or render ineffective or inoperative any apparatus, equipment or other property belonging to or used by the Fire Department.

PART XI - FIRE SUPPRESSION AND EMERGENCIES

28. (1) The Fire Department may suppress any fire, or respond to any emergency, rescue or hazardous conditions by extinguishing it or by any other reasonable action and, for this purpose, may enter private property, if necessary, to do so.
 - (2) For the purpose this Part, “fire” shall include, with any necessary modifications, an emergency, rescue or hazardous condition.
29. The Fire Department may pull down or demolish any building or structure when considered necessary in order to prevent the spread of fire.
30. Despite any other section of this By-law, no person present at a fire shall refuse to leave the immediate vicinity when required to do so by the Fire Department.
31. (1) During a fire, and for the time that is required to complete the operations, remove the equipment of the Fire Department and render the location and vicinity safe, from fire, no person, either on foot or with a vehicle of any kind, shall enter or remain upon or within:
 - (a) The portion of any street or lane upon which the site of the fire abuts or upon any street or lane for a distance of fifteen (15) metres on each side of the property damaged by fire; and
 - (b) Any additional street or lane or part of a street or lane or any additional limits in the vicinity of the fire, as may be prescribed by the Fire Chief or the next ranking Officer present at the fire.
- (2) The provisions of subsection 31(1) shall not apply to any person so authorized to enter or remain by an Officer or by a police officer.

PART XII - EMERGENCY RESPONSE OUTSIDE DEPARTMENT BOUNDARIES

32. The Fire Department shall not respond to a call with respect to a fire emergency, rescue or hazardous condition outside the territorial limits of the Municipalities except:
- (a) That, in the opinion of the Fire Chief, threatens property in the territorial limits of the Municipalities;
 - (b) In a municipality with which an approved automatic aid or mutual aid agreement has been entered into to provide Fire Protection Services;
 - (c) On property with which an approved agreement has been entered into with any person or corporation to provide Fire Protection Services;
 - (d) At the discretion of the Fire Chief, to a municipality authorized to participate in any county mutual aid plan established by a fire coordinator appointed by the Fire Marshal or any other similar reciprocal plan or program; and
 - (e) On property beyond the territorial limits of the Municipalities where the Fire Chief determines that immediate action is necessary to preserve life or property and the appropriate fire department is notified to respond and assume command or establish alternative measure, acceptable to the Fire Chief.

PART XIII - ADDITIONAL RESOURCES

33. (1) If, as a result of the Fire Department's response to a fire, emergency, rescue or a hazardous condition including a motor vehicle incident, or in carrying out any of its duties or functions, the Fire Chief determines that it is necessary to use Additional Resources in order to suppress or extinguish a fire, preserve property, carry out required investigations, prevent a fire from spreading, control and eliminate an emergency, carry out or prevent damage to equipment owned by the Municipalities or otherwise carry out the duties and functions of the Fire Department, the owner of the property or motor vehicle requiring or causing the need for the Additional Resources shall be charged the Additional Expenses.
- (2) Any Additional Expenses shall be considered a fee imposed for services provided or done by or on behalf of the Municipalities under the *Municipal Act, 2001*, S.O. 2001, c.24, as amended (the "*Municipal Act, 2001*") and shall be billed as a fee for services to the owner of the property or vehicle as the case may be.
 - (3) The Additional Expenses in subsection 33(2) shall constitute a debt of the owner to the respected Municipality.
 - (4) The respected Municipality may take such action as it considers necessary and as is permitted by law to collect the Additional Expenses in subsection 33(2).
 - (5) The owner shall be liable to pay to the respected Municipality any costs incurred by that Municipality in collecting the Additional Expenses in subsection 33(2) and these costs shall be deemed to be Additional Expenses under this section.
 - (6) Without restricting the generality of subsection 33(2), where the Additional Expenses, or any portion of them remain unpaid, for a period in excess of 90 days, the Additional Expenses, or any portion of them that are unpaid shall be added to the tax roll for any real property within the territorial limits of that Municipality owned, (in whole or in part), by the owner and shall be collected in a like manner as municipal taxes.

PART XIV - INTERFERENCE

- 34. No person shall impede or interfere with or hinder a Member of the Fire Department in the performance of the Member’s duties under this By-law.
- 35. No person shall prevent, obstruct or interfere in any manner whatsoever with the communication of a fire alarm to the Fire Department or with the Fire Department responding to a fire alarm that has been activated.

PART XVI - OFFENCES

- 36. (1) Every person who contravenes any provision of this By-law or fails to comply with an order or directive issued under this By-law, is guilty of an offence and is liable to a fine, and such other penalties, as provided for in the *Provincial Offences Act*, R. S. O. 1990, c. P.33, as amend, and the *Municipal Act, 2001*.
- (2) In addition to subsection 32, any person who is charged with an offence under this By-law by the laying of an information under Part III of the *Provincial Offences Act*, and is found guilty of the offence is liable, pursuant to the fine provisions of the *Municipal Act, 2001*, to a fine of:
 - (i) not more than \$10,000.00 in the case of an individual for a first offence, and a fine of not more than \$25,000.00 for each subsequent offence.
 - (ii) not more than \$25,000.00 in the case of a corporation for a first, and a fine of not more than \$50,000.00 for each subsequent offence.

PART XVII - CONFLICT

- 37. If this By-law conflicts with any other Municipal By-law, this By-law shall supersede and prevail over the other by-law to the extent of the conflict.

PART XIX - REPEAL AND ENACTMENT

- 38. By-Law Number AM 62-2013/EG 29-2013/GV 2013-45, as amended, is hereby repealed in its entirety. The repeal of any by-law shall not affect any offence committed against the provisions of that by-law or any penalty incurred in respect thereof or any investigative procedure, including but not limited to any prosecution thereunder.
- 39. This By-law comes into effect the day on the passing thereof.

By-law given the necessary readings and passed this ____ day of _____, 2023.

Clerk

Head of Council

SCHEDULE "A" - CORE SERVICES

1. FIREFIGHTING AND EMERGENCY RESPONSE

- 1.1. Fire suppression services shall be delivered in both an offensive and defensive mode and shall include search and rescue operations, forcible entry, ventilation, protecting exposures, salvage and overhaul as appropriate under the circumstances.
- 1.2. Emergency pre-hospital care responses and medical acts such as defibrillation, first aid, CPR, and other patient care protocols implemented in accordance with the Emergency Medical Responder Program.
- 1.3. Extrication and related rescue services shall include performing extrication using hand tools, air bags and heavy hydraulic tools as required.
- 1.4. Technical rescue such as shore-based ice/water rescue, confined space (at awareness level).

2. FIRE PREVENTION

- 2.1. Inspections arising from complaint, request, or self-initiated and fire investigations shall be provided in accordance with FPPA, building code and policies of the fire prevention section.
- 2.2. New construction inspections and plan review of buildings under construction in matters respective of fire protection systems within buildings shall be conducted in accordance with the applicable by-law and operating procedures.

3. FIRE AND LIFE SAFETY EDUCATION

- 3.1. Distribution of fire and life safety information and comprehensive public education programs shall be administered in accordance with the FPPA and policies of the Fire Department.
- 3.2. A residential home fire safety awareness program shall be ongoing.
- 3.3. Smoke alarms for residential occupancies shall be temporarily provided for properties where on inspection has revealed inoperative or missing smoke alarms, until the owner of the property has provided permanent smoke alarms.
- 3.4. The delivery of portable fire extinguisher training.
- 3.5. Promote the use of CO Detectors.

4. COMMUNICATIONS

- 4.1. Participate in the Fire Communications operating agreements.
- 4.2. Provide dispatching of emergency vehicles.
- 4.3. Operate and maintain a Fire Department Dispatch system and associated Records Management Systems.
- 4.4. Operate and maintain an audio logger system that records all radio audio data relating to all emergency incidents involving the Fire Department.
- 4.5. Maintain comprehensive records relating to each emergency response that is dispatched.

5. TRAINING

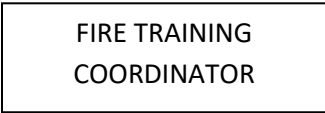
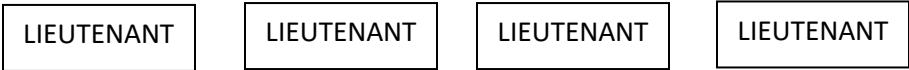
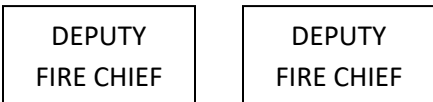
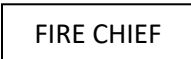
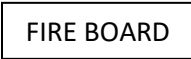
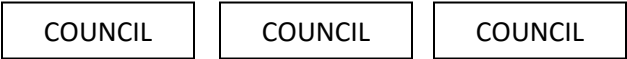
- 5.1. Coordinate the delivery of Firefighting training programs to the standards of the National Fire Protection Association as required by the Ontario Fire Marshalls Office.
- 5.2. Operate and maintain all Fire Department training facilities.
- 5.3. Conduct Firefighting recruit training programs.
- 5.4. Research and develop various techniques and equipment for use within the Fire Department.
- 5.5. Facilitate various Fire Department examination and testing processes.
- 5.6. Maintain comprehensive training records for all Fire Department personnel.

6. APPARATUS AND MAINTENANCE

- 6.1. Procure, maintain and repair all Fire Department apparatus, vehicles and equipment to NFPA standards and UL specifications.
- 6.2. Procure, supply and distribute all articles of personal protective equipment, uniform clothing and other related Fire Department supplies.
- 6.3. Procure, maintain and repair all specialized personal protective equipment and related equipment including, but not limited to, self-contained breathing apparatus to NFPA standards and UL specifications.
- 6.4. Develop and operate a comprehensive personal protective equipment management program.
- 6.5. Maintain and repair the Fire Department station and property.

SCHEDULE “B” - ORGANIZATIONAL CHART

The three Councils appoint members to the Fire Board, to which the Fire Chief reports. The Chief has 2 Deputy Chiefs that report to them, then there are 4 captains, 4 lieutenants, 1 Fire Prevention Officer, 1 Fire Training Coordinator and 32 Firefighters.



SCHEDULE “C” - GRAND VALLEY & DISTRICT FIRE DEPARTMENT FIRE AREA



GRAND VALLEY & DISTRICT FIRE DEPARTMENT

FOR BOARD MEETING: 14-Mar-23

ACCOUNTS PAYABLE			2023	2023	TOTAL
			January	February	
4100 0100	Wages - Treasurer				-
4100 0110	Firefighter Remuneration		8,947.90	9,079.15	18,027.05
4100 0120	Benefits - EHT and CPP		475.23	482.96	958.19
4100 0130	Workers Compensation		3,390.00	-	3,390.00
2900 1100	Payroll Tax		3,894.12	3,390.00	
4100 0140	Bank Charges		46.85	58.88	105.73
4100 0150	Insurance		-		-
4100 0400	Audit				-
4100 0500	Legals			1,695.00	1,695.00
4100 0750	General Administration Expense		2,866.35	189.66	3,056.01
4100 0760	Township Administration Services		26,324.30	1,364.76	27,689.06
4100 0600	Fire Station Materials & Supplies		315.86	241.53	557.39
4100 0610	Fire Station - Interior Maintenance				-
4100 0615	Fire Station - Exterior Maintenance		2,779.77	2,712.00	5,491.77
4100 0630	Training Facility				-
4100 0705	Website/Email Hosting/Internet Service		2,825.00	90.39	2,915.39
4100 0708	Software		1,125.14		1,125.14
4100 0710	Telephone - Office & Cellular		312.01	312.01	624.02
4100 0720	Heat		996.06	993.35	1,989.41
4100 0730	Hydro		505.42	455.49	960.91
4100 0800	Fire Prevention & Public Education		100.00	69.24	169.24
4100 0810	Memberships, Chief/Deputy Chief Conferences & Expenses		300.00		300.00
4200 1020	Truck Operations - Parts/Service/Repair			931.92	931.92
4200 1010	Fuel and Oil		1,615.02	1,058.90	2,673.92
4200 1030	Vehicle Upgrade/Preventative Maintenance				-
4200 1040	Hose & Nozzles				-
4200 1050	Breathing Apparatus/Compressors	-	61.47		61.47
4200 1060	Communications/Licenses - Daily Operations		3,236.87	898.34	4,135.21
4200 1065	911 Dispatch Services				-
4200 1070	Extinguishers/Extinguishing Agents			899.93	899.93
4200 1080	First Aid Supplies				-
4200 1100	Health & Safety Services				-
4200 1202	Firefighter Fitness Membership Subsidy				-
4200 1200	Gen. Fire Fighting/Miscellaneous		485.78		485.78
4200 1204	Mutual Aid Contributions				-
4200 1210	Protective Clothing - Cleaning & Repairs			377.47	377.47
4200 1220	Medical/Immunization		343.00		343.00
4200 1230	Uniforms		1,082.87	40.68	1,123.55
	Water Rescue				-
4200 1240	Subscriptions, Memberships, Courses & Expenses		195.00		195.00
4200 1275	New Equipment & Upgrading				-
8000 1215	Protective Clothing - Capital Purchase			18,804.45	18,804.45
	Capital Expense				-
	Total Expenses	-	62,101.08	44,146.11	98,963.07



GRAND VALLEY & DISTRICT FIRE DEPARTMENT

FOR BOARD MEETING: 14/03/2023

2023

January-February

RECEIPTS DEPOSITED

MVC Billings	
Levy Payments	
Inspection/Report	
Donations	
Interest Earned	6,738.94
HST Return	19,974.94

TOTAL DEPOSITED

26,713.88

Number	Date	Total Response Personnel	Response Type Description
23-001	1/1/2023	10	Chest pains or suspected heart attack
23-002	1/2/2023	14	Asphyxia, Respiratory Condition
23-003	1/5/2023	16	Incident not found
23-004	1/7/2023	14	Accident or illness related - cuts,
23-005	1/8/2023	11	Assisting Other FD: Mutual Aid
23-006	1/10/2023	11	Assisting Other FD: Mutual Aid
23-007	1/12/2023	14	Vital signs absent, DOA
23-008	1/14/2023	8	Vehicle Collision
23-009	1/17/2023	8	Call cancelled on route
23-010	1/25/2023	11	Vehicle Collision
23-011	2/2/2023	13	Fire
23-012	2/6/2023	10	Chest pains or suspected heart attack
23-013	2/12/2023	12	Call cancelled on route



GRAND VALLEY

The Corporation of the Town of Grand Valley

5 Main Street North
Grand Valley, ON L9W 5S6
Tel: (519) 928-5652
Fax: (519) 928-2275

www.townofgrandvalley.ca

March 07, 2023

Grand Valley & District Fire Board
5 Main Street North
Grand Valley, ON L9W 5S6

Attention: Helena Snider

Re: Grand Valley & District Fire Board 2023 Approved Budget

At the regular meeting of Council held on February 28, 2023, the following resolution was passed:

Resolution # 2023-2-38

Moved By Jonker, Seconded By Latam

Be it resolved that: Council accept the 2023 Grand Valley and District Fire Board

Budget, as presented, with Grand Valley's portion not to exceed \$353,941.03 for Operating expenses and \$236,292.49 for Capital expenses.

CARRIED

Trusting you find this satisfactory.
Yours truly,

Klaudia Mirska
Deputy Clerk/Communications Coordinator
Town of Grand Valley



TOWNSHIP OF EAST GARAFRAXA
065371 DUFFERIN COUNTY ROAD 3 • UNIT 2
EAST GARAFRAXA • ON • L9W 7J8
T: 226-259-9400 • TOLL FREE: 877-868-5967 • F: 1-226-212-9812
www.eastgarafraxa.ca

February 17, 2023

Grand Valley & District Fire Board
Klaudia Mirska, MA
Deputy Clerk / Communications Coordinator
Town of Grand Valley
5 Main Street North
Grand Valley, ON L9W 5S6
Email: kmirska@townofgrandvalley.ca

Attention: Klaudia Mirska

Re: Grand Valley & District Fire Board 2023 Approved Budget

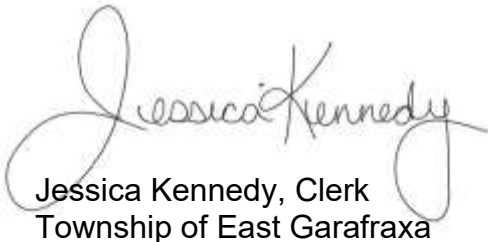
At the regular meeting of Council held on February 14, 2023, the following resolution was passed:

Moved By Halls, Seconded By Stirk

Be it resolved that: Council do hereby support the Grand Valley and District Fire Board 2023 Approved Budget, as presented, in the amount of \$966,080.00 (\$579,731.00 Operating; \$386,349.00 Capital); East Garafraxa's share being \$95,604.76 Operating and \$56,456.31 Capital for a total of \$152,061.07. **CARRIED**

Trusting you find this satisfactory.

Yours truly,



Jessica Kennedy, Clerk
Township of East Garafraxa



The Corporation of the Town of Grand Valley

5 Main Street North
Grand Valley, ON L9W 5S6
Tel: (519) 928-5652
Fax: (519) 928-2275

www.townofgrandvalley.ca

March 8, 2023

Grand Valley & District Fire Board
2 Watson Road
Grand Valley, ON

By email only

Chair Gerrits and members of the Grand Valley & District Fire Board,

The Town of Grand Valley is planning for its future growth and increasing the servicing capacity of the Fire Department is a priority. We are writing to request your support for these plans.

Included in the Town's Development Charge program are funds toward a Master Fire Plan and the expansion of the Department's facilities and equipment. In the Town's 2023 budget, we will include DC money to be spent on work to be completed toward planning for the future fire service needs of our community. We are unsure of the other partner municipalities' needs for similar growth plans, but believe that all will benefit if these plans and steps are started in 2023.

Therefore, we ask that the Fire Board include a Master Fire Plan and steps toward investigating how to expand the department facilities in its 2023 work plan. We hope that you will direct the Chief to obtain whatever assistance will be required for this work to start as soon as possible (consultants, current building condition review, etc.).

Looking forward to working with you to meet the needs of our community.

Thank you,

On behalf of Council for the Town of Grand Valley

Meghan Townsend
CAO/Clerk-Treasurer



Grand Valley & District Fire Board

c/o Town of Grand Valley
5 Main Street North
Grand Valley, ON L9W 5S6
FIRE DEPT: 519-928-3460
jforeman@gvdfd.com
OFFICE: 519-928-5652
hsnider@townofgrandvalley.ca



March 15, 2023

Township of East Garafraxa
065371 Dufferin County Road 3, Unit 2
East Garafraxa, ON L9W 7J8

Dear Mayor Gardhouse and members of East Garafraxa Council,

At the March 14, 2023 Grand Valley & District Fire Board meeting a following resolution was passed:

Resolution 2023-03-05

Moved by P. Latam, Seconded by L. Dart

BE IT RESOLVED THAT the board direct staff to draft a letter to contact all joint Municipalities requesting support to fund a Master Fire Plan in the 2024 Budget discussions.

CARRIED.

Please consider this request at your next Council meeting.

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Helena Snider
Grand Valley & District Fire Board – Secretary/Treasurer

Grand Valley Public Library Board

Minutes Tuesday February 7, 2023

PRESENT:

Andrew Stirk, Chair, Township of Amaranth Rep.
Julie Van Alstine, Vice-chair
Amy Steele
Brennan Solecky, (attended virtually)
Mary Hatch
James Jonker, Town of Grand Valley Rep.
Dave Halls, Township of East Garafraxa Rep.
Joanne Stevenson, CEO, secretary/treasurer

1. **Call to order** 7:02 p.m.

2. **We [I]** would like to acknowledge that we are on the the Haldimand Tract, land promised to the Haudenosaunee (**HOE day na shun ay**) people of Six Nations, which includes six miles on each side of the Grand River. This territory is the traditional territory of the Neutral, Anishnaabeg (**On ish KNOB eck**), and Haudenosaunee (**HOE day na shun ay**) Peoples.

3. **Approval of the agenda.**

MOTION #1: Moved by J. Van Alstine, seconded by D. Halls, that the agenda be approved as amended.

4. **No declaration of any conflicts of interest at this time.**

5. **Minutes of the January 11, 2023 meeting.**

MOTION #2: Moved by J. Van Alstine, seconded by Mary Hatch, that the minutes of the January 11, 2022 meeting, be approved as amended.

6. **Business arising from the minutes.**

March Break Programs day programs are confirmed. Advertisement should be out soon.

7. **Correspondence.**

7.1 FOPL, - email, AGM meeting invitation

7.2 Township of Amaranth, signed contract agreement

7.3 OLS – email, invitation for Board training opportunities

7.4 Grand Valley & District Horticultural Society donation of \$93.85

8. **Financial Report.**

Operating.

8.1 **MOTION #3:** Moved by A. Steele, seconded by J. Van Alstine, to accept the reviewed operating expenses for January. (\$31,083.37)

Capital

8.2 MOTION #4: Moved by A. Steele, seconded by J. Van Alstine, to receive the financial statement for the Capital Account.

9. Committee Reports.

9.1 Finance.

Capital Account is a Royal Bank Personal Account, which is causing banking issues.

MOTION #5: Moved by Mary Hatch, seconded by J. Jonker to close Royal Bank Personal Account (Capital Account) to transfer the balance to an appropriate Royal Bank Business Account (Reserve Account).

Capital Account - GIC – The GIC matured on February 2, 2023 and deposited in the Capital Account. The Library Board has directed the CEO purchase GICs in the amount of \$100,000.

Budget 2023 – Draft 3.

MOTION #6: Moved by A. Steele, seconded by B. Solecky to accept the 2023 budget, operating expenses \$388,627, with a tax levy of 361,438 for the municipalities.

9.2 Personnel, Administration and By-laws.

MOTION #7: Moved by J. Van Alstine, seconded by A. Steele, be it resolved that: Grand Valley Public Library Board proceed in closed session in order to address a matter pertaining to:

Personal matters about an identifiable individual, including Board Members of Library Personnel at approximately 8:52 pm.

MOTION #8: Moved by A. Steele, seconded by J. Van Alstine, be it resolved that: Grand Valley Public Library Board rise and report at 9:11 pm.

The CEO will proceed as directed.

Policies deferred until March 2023.

- Board Governance Policy
- Human rights – Discrimination and Harassment Policy
- Prevention of Workplace Violence Policy
- Working Alone Policy
- Occupational Health and Safety

9.3 Advocacy.

Annual Report 2022, reviewed and approved.

9.4 Strategic Planning.

9.5 Information Technology/Communications.

10. Chair Report.

Electronic Transfer Payments can be made to the library from the Township of Amaranth.

11. CEO Report.

- Programs:
Babytime (Toddlertime)
StoryTime
Coffee/Tea & connections
CocoaClub
Snacks 'n Crafts
Tween programs
Seniors Exercise class starting on Wednesdays, instructor donating time
- OLS Board Assembly, looking for a Board Representation, 2 - 4 meetings a year.
- OLS Board Training will be available, in person and virtual
- CEO and S. McTaggart attended OLA conference. Very successful conference, will be reviewing some session virtually.
- CEO will be on holidays, Friday February 24 – Friday March 3.

12. New business.

Compass Church would like to do a fundraiser for youth programs in the community, some of the proceeds would be donated to the library. They were asking for permission to use the library's name in promotion material. Library Board approved the use of library name in promotional material.

Contract agreements for the Township of Amaranth and the Township of East Garafraxa should be reviewed and different wording considering. Contracts will not be signed for another 4 years.

Personnel Policy should be reviewed this year, with consideration of a clause for continuing Education.

13. Next meeting. Wednesday March 8, 2023. 7:00 p.m. McGinnis Room.

14. Motion to adjourn. 9:37 p.m. J. Van Alstine.

**Township of Southgate
Administration Office**

185667 Grey County 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

March 16, 2023

To: Members of the Upper Grand Watershed Committee
From: Township of Southgate
Re: Discontinuation of Participation in the Upper Grand Watershed Committee

Hello,

The Township of Southgate is advising all members of the Upper Grand Watershed Committee that, effective March 15, 2023, the Township of Southgate will no longer remain a member of the Committee.

The Township of Southgate believes that we are and have been able to communicate and work collaboratively directly with the GRCA on all issues affecting the Township and have formed relationships directly with the GRCA and will continue to communicate directly with them going forward.

Should the Township require additional support, we will reach out to the GRCA Board representative for the area and if an issue of intermunicipal interest should arise, the Township will work collaboratively with all those involved at any time.

The Township of Southgate would like to extend our thanks to the Upper Grand Watershed Committee and participating municipalities for their efforts.

If you have any questions, please contact our office at (519) 923-2110.

Sincerely,

On behalf of the Council of the Township of Southgate

Lindsey Green, Clerk
Township of Southgate

**Ministry of the Environment,
Conservation and Parks**

Environmental Assessment
Modernization Branch

135 St. Clair Avenue West
4th Floor
Toronto ON M4V 1P5

**Ministère de l'Environnement, de
la Protection de la nature et des Parcs**

Direction de la modernisation des processus
d'évaluation environnementale

135, avenue St. Clair Ouest
4^e étage
Toronto ON M4V 1P5



March 10, 2023

Good day,

Ontario is taking continued action to streamline and modernize its almost 50-year-old environmental assessment (EA) process that is not reflective of best practices, unnecessarily burdensome and costly. We are proposing sensible, practical changes that would continue to provide strong environmental oversight while reducing delays to get shovels in the ground on projects that matter most to Ontario communities.

Today, on behalf of the Ministry of the Environment, Conservation and Parks, I am writing to let you know about our latest efforts to modernize the environmental assessment (EA) program in Ontario.

As the next step in this work, we are seeking your feedback on the following postings:

- [Moving to a project list approach under the Environmental Assessment Act](#)
- [Evaluating municipal class environmental assessment requirements for infrastructure projects](#)
- [Improving timelines for comprehensive environmental assessments](#)

Please note: we are seeking comments on these postings by May 9, 2023.

If you have any questions or comments about the postings, you may contact the Environmental Assessment Modernization Team at: EAModernization.MECP@ontario.ca.

We value your feedback and look forward to hearing from you.

Sincerely,

A handwritten signature in black ink that reads "A. Cross".

Annamaria Cross
Director, Environmental Assessment Modernization Branch
Ministry of the Environment, Conservation and Parks

March 17, 2023

Hello,

We are writing to let you know that on March 16, 2023, the Ministry of Natural Resources and Forestry made an update to the proposal to make amendments to [Ontario Regulation 161/17](#) under the [Public Lands Act](#) regarding the use of floating accommodations.

The changes to the proposal are described in the updated proposal notice on Ontario's Regulatory Registry and the Environmental Registry of Ontario (ERO) (ERO number [019-6590](#)), which was first published on February 24, 2023 and updated on March 16, 2023.

In the updated proposal, we are still proposing to amend Ontario Regulation 161/17 to clarify the structures or things that cannot be placed and used for overnight accommodation on water over public land.

The following changes proposed in the original posting have been removed through the update:

- reducing the number of days that a person can camp on water over public land (per location, per calendar year) from 21 days to 7 days
- increasing the distance that a person camping on water must move their camping unit to be occupying a different location from 100 metres to 1 kilometre
- adding a new condition to prohibit camping on water within 300 metres of a developed shoreline, including any waterfront structure, dock, boathouse, erosion control structure, altered shoreline, boat launch and/or fill
- harmonizing the conditions for camping on public land so that residents and non-residents are required to follow the same conditions when camping on water over public lands or on public lands
- specifying conditions for swim rafts, jumps, ramps for water sports, heat loops and water intake pipes
- clarifying that camping on a road, trail, parking lot or boat launch is prohibited
- amending the regulation to add the following to the list of excluded public lands to which section 21.1 of the *Public Lands Act* and Ontario Regulation 161/17 do not apply:

- lands subject to an agreement authorizing the use of those lands
- lands subject to an authorization under the *Aggregate Resources Act*.

We encourage you to review the updated proposal notice (ERO number [019-6590](#)) and provide feedback through the ERO. The comment period for the proposal closes on **April 11, 2023**.

Sincerely,

Peter D. Henry, R.P.F.
Director, Crown Forests and Lands Policy Branch
Ministry of Natural Resources and Forestry

c: Pauline Desroches, Manager, Crown Lands Policy Section

Shannon Peart

From: LAS Communications <las@las.on.ca>
Sent: Monday, March 6, 2023 1:01 PM
To: Info
Subject: AMO and LAS Municipal Energy Symposium: Call for Proposals

[HOMEPAGE](#) [PRIVACY](#)



**Showcase your Initiative and Innovation:
Call for Proposals & Sponsors.**

AMO & LAS Municipal Energy Symposium (November 2-3, 2023)



The Association of Municipalities of Ontario (AMO) and LAS is hosting an in-person **Municipal Energy Symposium** on **November 2 & 3, 2023**.

The Symposium provides an important platform for municipalities to showcase their innovation and initiative in addressing issues around energy generation, consumption, and demand.

Have an idea for a presentation at this event? Consider submitting a proposal [here](#). **The Call for**

Proposals is open until **April 14th, 2023**.

Presentations should be delivered by municipal representatives, partner organizations and associations. Individual submissions are also encouraged.

Sales promotions will not be considered.

Interested in sponsoring this event? Please feel free to reach out to the Municipal Energy Symposium Planning Committee at ctham@amo.on.ca.

LAS

Helping communities work better.

200 University Avenue, Suite 801, Toronto, ON M5H 3C6

T: 416.971.9856, Toll-free: 1.877.426.6527 E: las@las.on.ca

To Opt out of LAS Newsletter communications

[Click Here](#)



An Opportunity to Reflect on the Past Three Years

A Message from Kim Delahunt, President & CEO, Headwaters Health Care Centre

March 10, 2023

Three years ago tomorrow, March 11, 2020, marks the date when the World Health Organization (WHO) shared with the world that coronavirus was a global pandemic. That news set us all on a path we would never have imagined. The WHO said it was, “not just a public health crisis, but a crisis that would touch every sector – so every sector and individual must be involved in the fight.”

Little did we know just how involved in the fight we would be, worldwide and locally. Anniversaries like this one are likely to affect us all differently. What affected all of us was the need to adapt. I want to recognize and thank you all for your courage and kindness through the fight we fought together.

Three years has marked so much change, and today, we continue to adhere to Public Health’s infection prevention and control guidance.

We initiated changes in every aspect of our daily lives, we self-screened, learned to work and study with masks, and other personal protective equipment. We did all we could to protect one another and maintain physical distancing from people outside our household. We worked with our families and their needs, especially everyone with children in school or universities.

We temporarily closed our hospital doors to all but essential staff and physicians. This included pausing all activities with our volunteers and students. We also recognize the tremendous effect this had on our patients and families and our care teams. People connected remotely, sent e-cards and had window visits. We also followed Public Health directives about elective surgeries and procedures. We updated policies and procedures, got vaccinated – and boosted.



Plexiglass barriers were installed, and screeners were hired. Many staff were redeployed throughout the hospital or supported partners in long term care, worked in our COVID-19 assessment centre, initially in the tent outside and then inside our hospital. We managed through outbreaks. We set up a regional personal protective equipment supply system to support us and our partners within the context of a global supply chain challenge.

We received gifts of kindness from the community in the form of colourful expressions of thanks to frontline staff, food, personal protective equipment, supportive appearances from first responders and car clubs. Monetary donations were accepted by our Foundation to support our COVID-19 efforts and to continue purchasing much needed hospital equipment. We also began our own staff recognition activities, including the much-loved kindness cart.

We worked with our community partners, Wellington-Dufferin Guelph Public Health, the local municipalities, Dufferin County, the Region of Peel and our Ontario Health Team partners to manage care together. We communicated as often and as much as we could. We experienced loss, disappointment, exhaustion, and burnout. There were moments of joy and discoveries from the newfound time at home, as well.

Our future – learning from the past

We also learned so much from one another, about one another and about ourselves. The COVID-19 pandemic is not quite in our rear-view mirror. COVID-19 variants are still emerging, people are still contracting COVID-19 and it's likely we will need to learn to live with it as we cautiously head into the future. There are lasting impacts of the pandemic, including the use of masks and continued hand hygiene. The health system as a whole continues to face challenges.

Dr. Kieran Moore, Ontario's Chief Medical Officer of Health, released a report earlier this week titled, [*Being Ready: Ensuring Public Health Preparedness for Infectious Outbreaks and Pandemics*](#). The report stresses the need to continue investing in public health preparedness, to remember the hard lessons learned and the importance of being prepared before a pandemic hits. We are taking those words of caution to heart. Especially as we embark on our continuous quality improvement and readiness journey as a hospital and health system partner.

Thank-you does not seem to be a strong enough sentiment. Headwaters is the cornerstone of health care in our community, and all of the heroic efforts and unwavering support have served our community well. Thank you for your hard work and dedication. A heartfelt thanks to each and every Dufferin-Caledon resident for making personal sacrifices – we know this was challenging. A heartfelt thanks to our staff and community partners for going above and beyond to continue to provide safe, quality care every day.

Yours in good health,

Kim Delahunt, President & CEO, Headwaters Health Care Centre

Photo Caption: Staff who were working at the exterior tented COVID-19 Assessment Centre at 140 Rolling Hills Drive in the early days of the pandemic.



**Town of Orangeville
Committee of Adjustment**
Secretary-Treasurer
87 Broadway, Orangeville, ON L9W 1K1
Tel: 519-941-0440 Ext. 2256
Toll Free Line: 1-866-941-0440
email: committeeofadjustment@orangeville.ca

File No. A-02/23

In the matter of an application by Nick Facciolo for a minor variance to Zoning By-law 22-90, as amended, on property described as Lot 33, Part of Lot 32, Part of Station Grounds, Plan 219 lot desc incl Part 4, Reference Plan 7R-3931, municipally known as 42 Green Street, in the Town of Orangeville, in the County of Dufferin, under the provisions of Section 45 of the Planning Act, R.S.O. 1990, c. P.13, as amended. The subject property is zoned "General Industrial (M1) Zone".

Notice of Hearing

The Committee of Adjustment of the Town of Orangeville hereby appoints the 5th **day of April, 2023** at the hour of **6:00 p.m.** for the hearing of all parties interested in supporting or opposing this application, through electronic or in person participation which will be coordinated from Town Hall at 87 Broadway, Orangeville.

Applicants: The applicant or any authorized person acting on behalf of the applicant **should** attend this meeting in person or through the electronic method provided by the Secretary-Treasurer of the Committee of Adjustment.

Public: Members of the public may access the meeting on the above-noted hearing date and time in person or by telephone at
+1 (289) 801-5774, Conference ID:277 656 242#

Written Comments

In accordance with Ontario Regulation 200/96, written comments may be sent to the Secretary-Treasurer of the Committee of Adjustment by mail or email prior to the above-noted hearing date. Such written comments will become part of the public record.

Additional Information

Additional information regarding the application can be obtained by contacting the Secretary-Treasurer of the Committee of Adjustment. Reports will be available electronically for public inspection on **March 31, 2023**.

If you wish to be notified of the Decision of the Committee of Adjustment in respect of this application, you must submit a written request to the Secretary-Treasurer, Committee of Adjustment by mail or email.

Ontario Land Tribunal:

The applicant, the Minister or any specified person or public body that has an interest in the matter may within 20 days of the making of the decision appeal to the Tribunal against the decision of the committee by filing with the Secretary-Treasurer of the committee a notice of appeal setting out the objection to the decision and the reasons in support of the objection accompanied by payment to the Secretary-Treasurer of the fee charged by the Tribunal as payable on an appeal from a committee of adjustment to the Tribunal.

If the applicant, a specified person or public body that files an appeal of a decision of the Committee of Adjustment in respect of the proposed minor variance does not make written submission to the Committee of Adjustment before it approves or refuses the request for a minor variance, the Ontario Land Tribunal may dismiss the appeal.

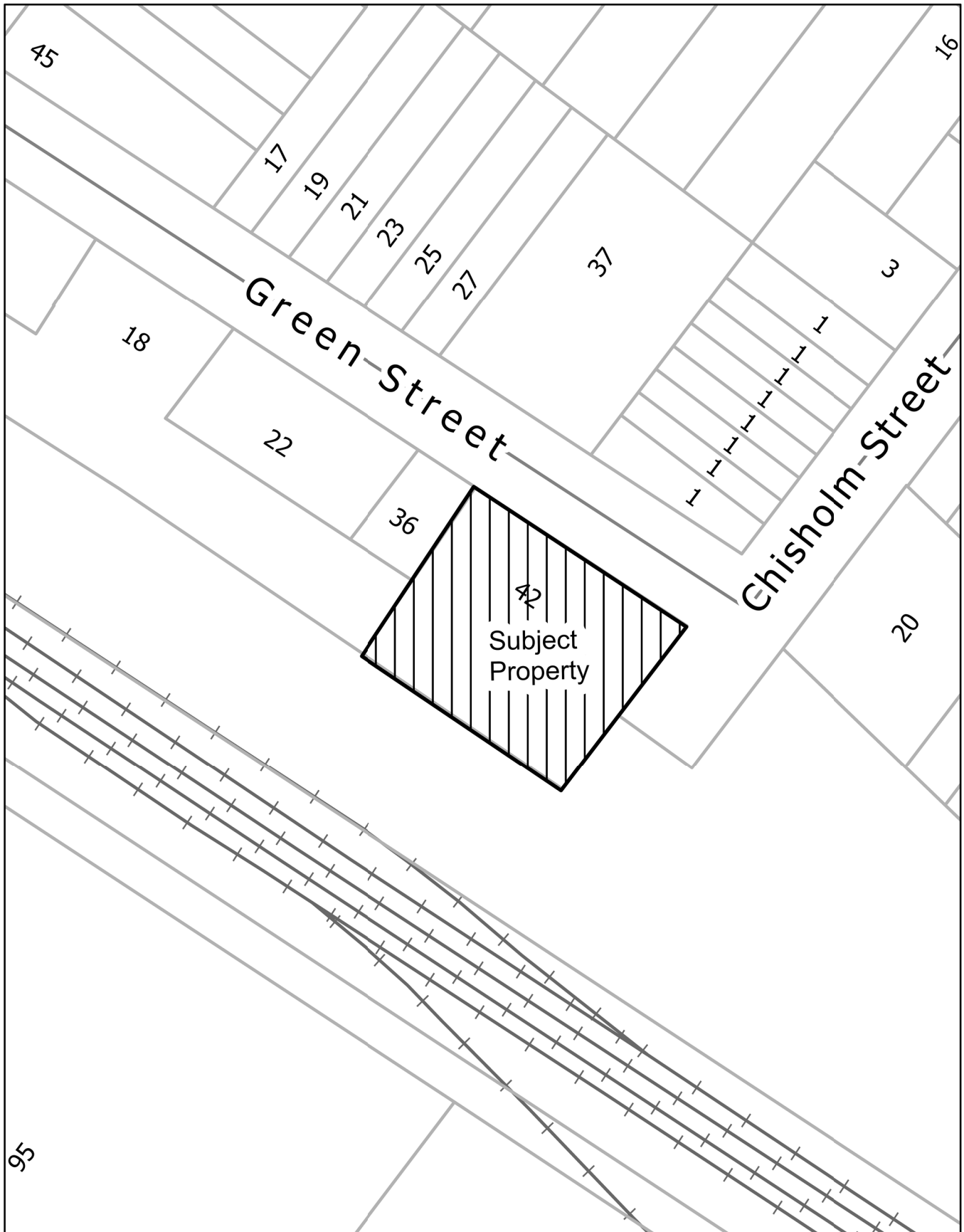
For more information on the prescribed fee and to obtain a copy of the appeal form, please visit the Tribunal website at:
<https://olt.gov.on.ca/appeals-process/>

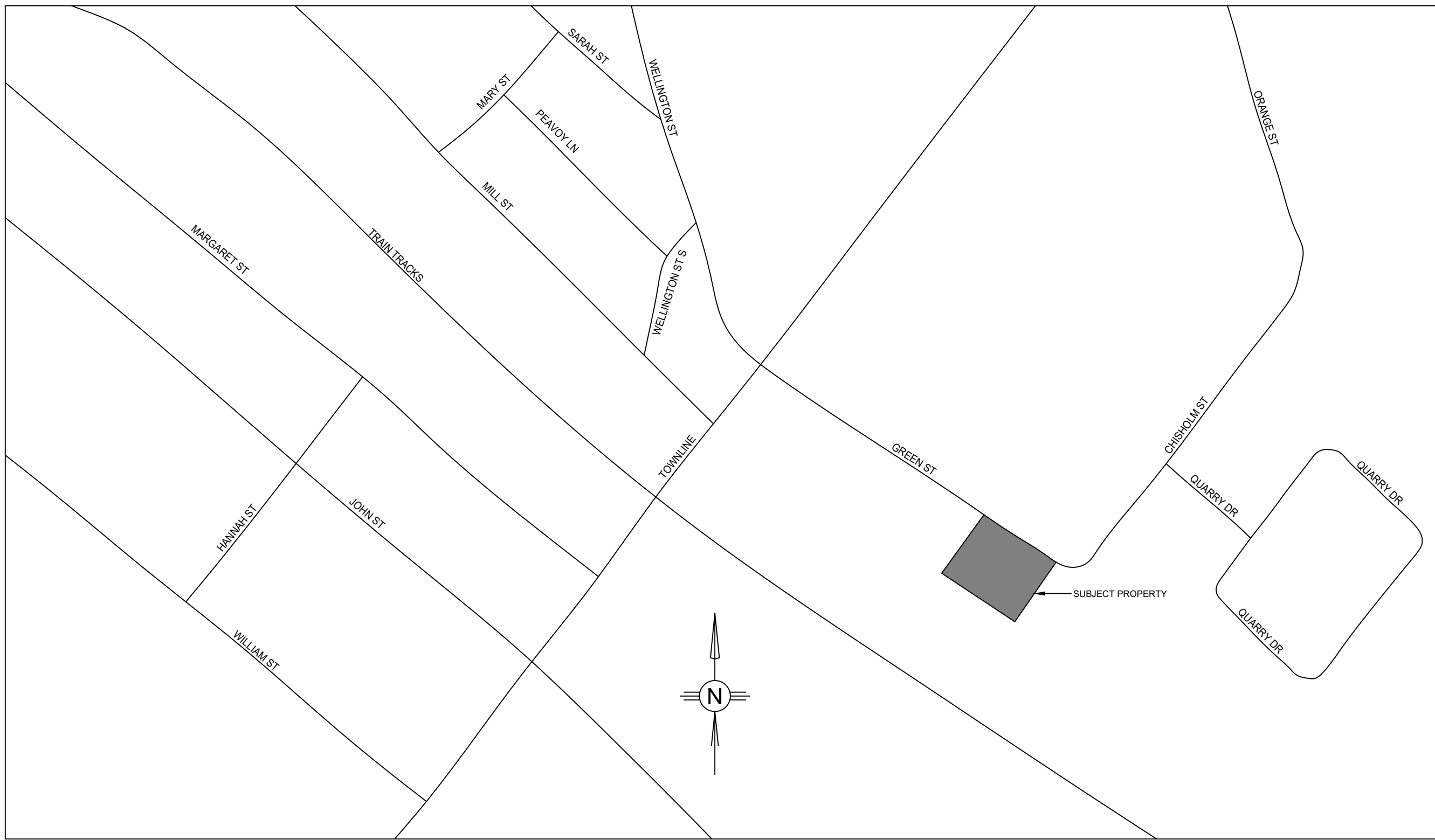
Dated at Orangeville this 17th day of March, 2023.

Explanatory Note:

The applicant is requesting minor variances to reduce the minimum interior side yard setback from 3 metres to 1.4 metres; to reduce the minimum rear yard setback from 6 metres to 1.4 metres; to increase the height of a fence in the front yard from 0.9 metres to 1.6 metres; and to permit a contractor or tradesman establishment use in conjunction with non-contractor or tradesman establishment uses whereas Zoning By-law 22-90, as amended, requires a contractor or tradesman establishment to be the sole use on the lot in the General Industrial (M1) Zone.

(See drawing attached)





1 KEY PLAN
SCALE: NTS

ZONING STATISTICS & PROPOSED COMPLIANCE SUMMARY:			
ZONING REGULATION		PROPOSED	VARIANCE REQ'D
LOT AREA:	2000m ² MIN.	2500m ²	N
LOT FRONTAGE:	30m MIN.	56.39m	N
BLDG AREA:		867.1m ²	
PARKING REQ'D:	10 (1 PER 95m ² OF FLOOR AREA)	18	N
BICYCLE PARKING:		2	N
FRONT YARD:	6.0m - LANDSCAPED	3m LANDSCAPED	Y
EXTERIOR SIDE YARD:	3.0m - LANDSCAPED	1.44m LANDSCAPED	Y
INTERIOR SIDE YARD:	3.0m	1.48m	Y
REAR YARD:	6.0m	1.46m	Y
MAX. BLDG HEIGHT:	18.0m	7.4m (EXISTING)	N
LOT COVERAGE:	60% MAX.	34.6%	N

Ontario Building Code Matrix - Parts 3 & 9										Ontario Building Code Matrix - Parts 3 & 9											
Item		1		2		3		4		5		6		7		8		9		10	
Project Description		Change of Use		Alteration		Alteration		Alteration		Alteration		Alteration		Alteration		Alteration		Alteration		Alteration	
Building Area (m ²)		Existing 100-56		New 100-56		New 100-56		New 100-56		New 100-56		New 100-56		New 100-56		New 100-56		New 100-56		New 100-56	
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105		106		107		108		109		110		111		112		113		114			

PART 2 - SURVEY REPORT

DESCRIPTION OF SUBJECT PROPERTY:

PART OF LOT 32 AND ALL OF LOT 33 AND PART OF THE LOT LABELLED STATION GROUNDS REGISTERED PLAN 219
TOWN OF ORANGEVILLE
PIN 34017-0008 (LT)
MUNICIPAL NO. 42 GREEN STREET

REGISTERED EASEMENTS and/or RIGHTS-OF-WAY:

NONE

REMARKS:

NOTE THE LOCATIONS OF FENCES AND BUILDINGS AROUND THE SUBJECT PROPERTY WITH TIES SHOWN HEREON.

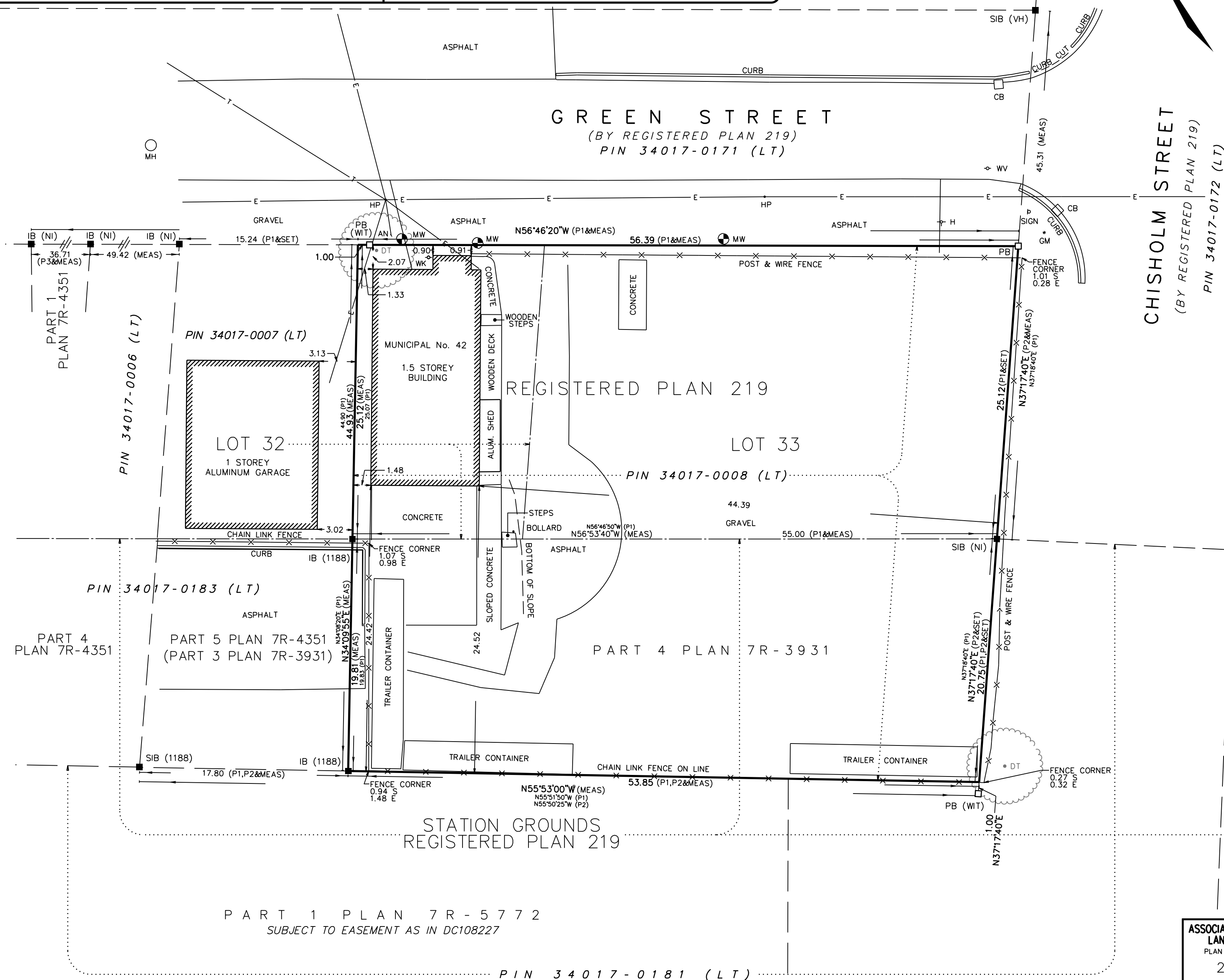
NOTE THE LOCATIONS OF AERIAL CABLES USED TO SERVICE ADJACENT PROPERTIES.

COMPLIANCE WITH MUNICIPAL ZONING BY-LAWS:

NOT CERTIFIED BY THIS REPORT.

NOTES:

AREA PIN 34017-0008 (LT) : 2499.8 sq. m
OWNERS: UCANCO GENERAL PARTNERS INC. & CANURE LIMITED PARTNERSHIP



SURVEYOR'S REAL PROPERTY REPORT
PART 1 - PLAN OF SURVEY OF
PART OF LOT 32 AND ALL OF
LOT 33 AND PART OF THE LOT
LABELLED STATION GROUNDS
REGISTERED PLAN 219

(FORMERLY LOT 31, CONCESSION 1 W.H.S.)
(FORMERLY TOWNSHIP OF CALEDON, COUNTY OF PEEL)

TOWN OF ORANGEVILLE
COUNTY OF DUFFERIN

SCALE 1 : 250



J.D. BARNES LIMITED

© COPYRIGHT 2020

METRIC DISTANCES AND/OR COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

NOTES

BEARINGS ARE UTM GRID, DERIVED FROM REAL TIME NETWORK (RTN) OBSERVATIONS, UTM ZONE 17, NAD83 (CSRS) (2010.0).

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999600.

FOR BEARING COMPARISONS, A ROTATION OF 04°36'20\"/>

FOR BEARING COMPARISONS, A ROTATION OF 0°39'20\"/>

ALL BUILDING TIES ARE TAKEN TO CONCRETE FOUNDATION.

COMPLIANCE WITH ONTARIO BUILDING CODE SETBACK REQUIREMENTS ARE NOT VERIFIED BY THIS SURVEY.

LEGEND

■	DENOTES	SURVEY MONUMENT FOUND
□	DENOTES	SURVEY MONUMENT SET
SIB	DENOTES	STANDARD IRON BAR
SSIB	DENOTES	SHORT STANDARD IRON BAR
IB	DENOTES	IRON BAR
PB	DENOTES	PLASTIC BAR
MEAS	DENOTES	MEASURED
WIT	DENOTES	WITNESS
1188	DENOTES	C.A. SEXTON, OLS
VH	DENOTES	VAN HARTEN SURVEYING INC., OLS
NI	DENOTES	NO VISIBLE IDENTIFICATION
P1	DENOTES	PLAN 7R-3931
P2	DENOTES	PLAN 7R-5772
P3	DENOTES	PLAN 7R-4351
MW	DENOTES	MONITORING WELL
CB	DENOTES	CATCH BASIN
MH	DENOTES	MANHOLE
GM	DENOTES	GAS MARKER
WK	DENOTES	WATER KEY
WV	DENOTES	WATER VALVE
HP	DENOTES	HYDRO POLE
AN	DENOTES	POLE ANCHOR
DT	DENOTES	FIRE HYDRANT
-E-	DENOTES	OVERHEAD HYDRO WIRE
-T-	DENOTES	OVERHEAD TELEPHONE WIRE

ALL SET SSIB AND PB MONUMENTS WERE USED DUE TO LACK OF OVERBURDEN AND/OR PROXIMITY OF UNDERGROUND UTILITIES IN ACCORDANCE WITH SECTION 11 (4) OF O.REG. 525/91.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON THE 9th DAY OF APRIL, 2020.

APRIL 9th, 2020

DATE

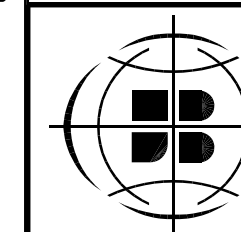
JOHN YUEN
ONTARIO LAND SURVEYOR

ASSOCIATION OF ONTARIO
LAND SURVEYORS
PLAN SUBMISSION FORM

2108932



THIS PLAN IS NOT VALID
UNLESS IT IS AN EMBOSSED
ORIGINAL COPY
ISSUED BY THE SURVEYOR
In accordance with Regulation 1026, Section 29(3)



J.D. BARNES
LIMITED

LAND INFORMATION SPECIALISTS

140 RENFREW DRIVE, SUITE 100, MARKHAM, ON L3R 6B3
T: (905) 477-3600 F: (905) 477-3882 www.jdbarnes.com

SURVEYING
MAPPING
GIS

DRAWN BY:	DB	CHECKED BY:	JY	REFERENCE NO.:	20-12-055-00
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FILE:	S:\20-12-055\00\Drawing\20-12-055-00.dgn	DATED:	04/09/2020
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PLOTTED: 04/09/20

PART 2 PLAN 7R-5772
SUBJECT TO EASEMENT AS IN DC108227





Town of Orangeville
Committee of Adjustment
Secretary-Treasurer
87 Broadway, Orangeville, ON L9W 1K1
Tel: 519-941-0440 Ext. 2256
Toll Free Line: 1-866-941-0440
email: committeeofadjustment@orangeville.ca

File No. A-03/23

In the matter of an application by PKE Holdings Inc. for a minor variance to Zoning By-law 22-90, as amended, on property described as Lot 6, Registrar's Compiled Plan 335, Part 5, Reference Plan 7R-393, municipally known as 23 Robb Boulevard, in the Town of Orangeville, in the County of Dufferin, under the provisions of Section 45 of the Planning Act, R.S.O. 1990, c. P.13, as amended. The subject property is zoned "General Industrial (M1) Zone".

Notice of Hearing

The Committee of Adjustment of the Town of Orangeville hereby appoints the 5th **day of April, 2023** at the hour of **6:00 p.m.** for the hearing of all parties interested in supporting or opposing this application, through electronic or in person participation which will be coordinated from Town Hall at 87 Broadway, Orangeville.

Applicants: The applicant or any authorized person acting on behalf of the applicant **should** attend this meeting in person or through the electronic method provided by the Secretary-Treasurer of the Committee of Adjustment.

Public: Members of the public may access the meeting on the above-noted hearing date and time in person or by telephone at

+1 (289) 801-5774, Conference ID: 277 656 242#

Written Comments

In accordance with Ontario Regulation 200/96, written comments may be sent to the Secretary-Treasurer of the Committee of Adjustment by mail or email prior to the above-noted hearing date. Such written comments will become part of the public record.

Additional Information

Additional information regarding the application can be obtained by contacting the Secretary-Treasurer of the Committee of Adjustment. Reports will be available electronically for public inspection on **March 31, 2023**.

If you wish to be notified of the Decision of the Committee of Adjustment in respect of this application, you must submit a written request to the Secretary-Treasurer, Committee of Adjustment by mail or email.

Ontario Land Tribunal:

The applicant, the Minister or any specified person or public body that has an interest in the matter may within 20 days of the making of the decision appeal to the Tribunal against the decision of the committee by filing with the Secretary-Treasurer of the committee a notice of appeal setting out the objection to the decision and the reasons in support of the objection accompanied by payment to the Secretary-Treasurer of the fee charged by the Tribunal as payable on an appeal from a committee of adjustment to the Tribunal.

If the applicant, a specified person or public body that files an appeal of a decision of the Committee of Adjustment in respect of the proposed minor variance does not make written submission to the Committee of Adjustment before it approves or refuses the request for a minor variance, the Ontario Land Tribunal may dismiss the appeal.

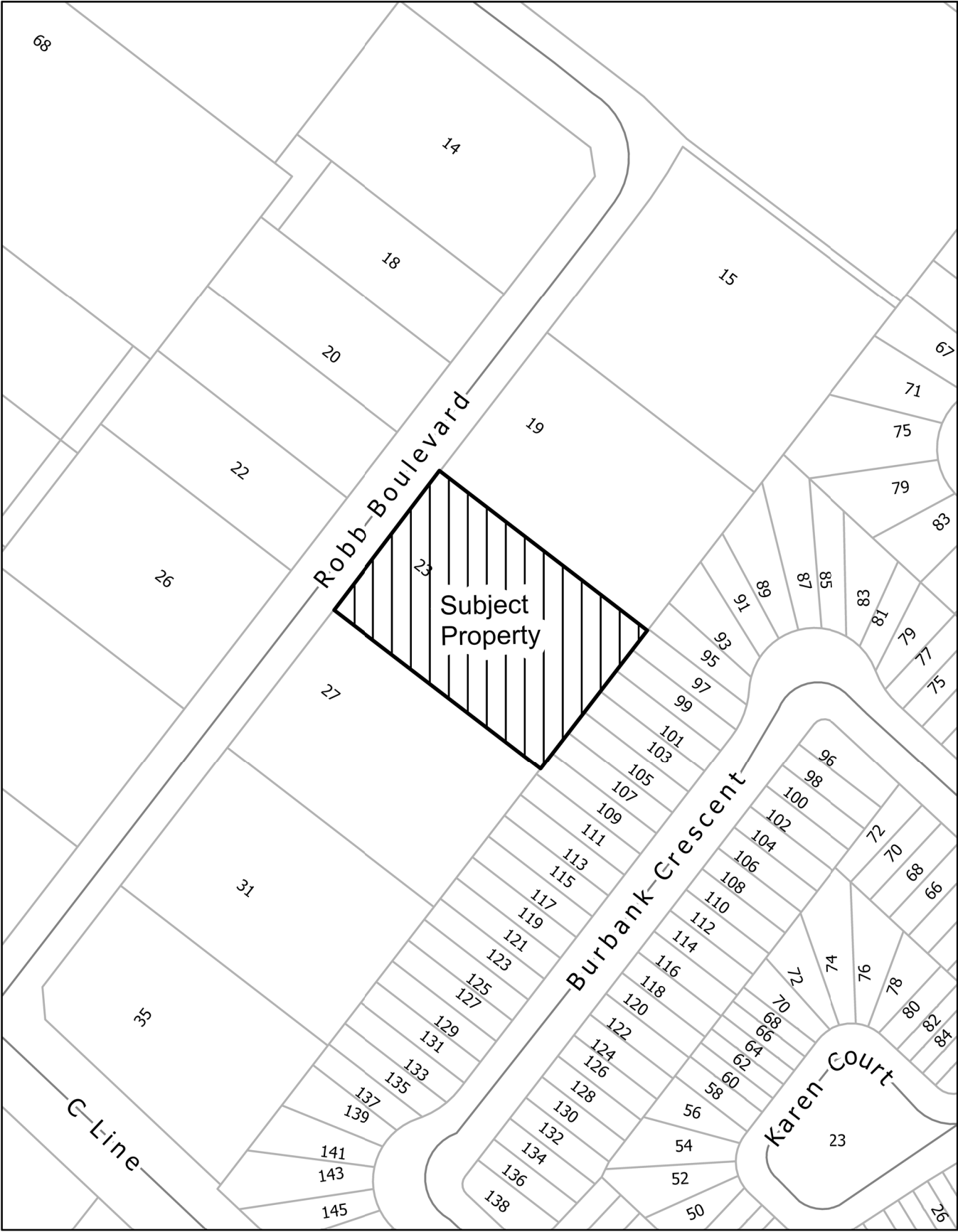
For more information on the prescribed fee and to obtain a copy of the appeal form, please visit the Tribunal website at: <https://olt.gov.on.ca/appeals-process/>

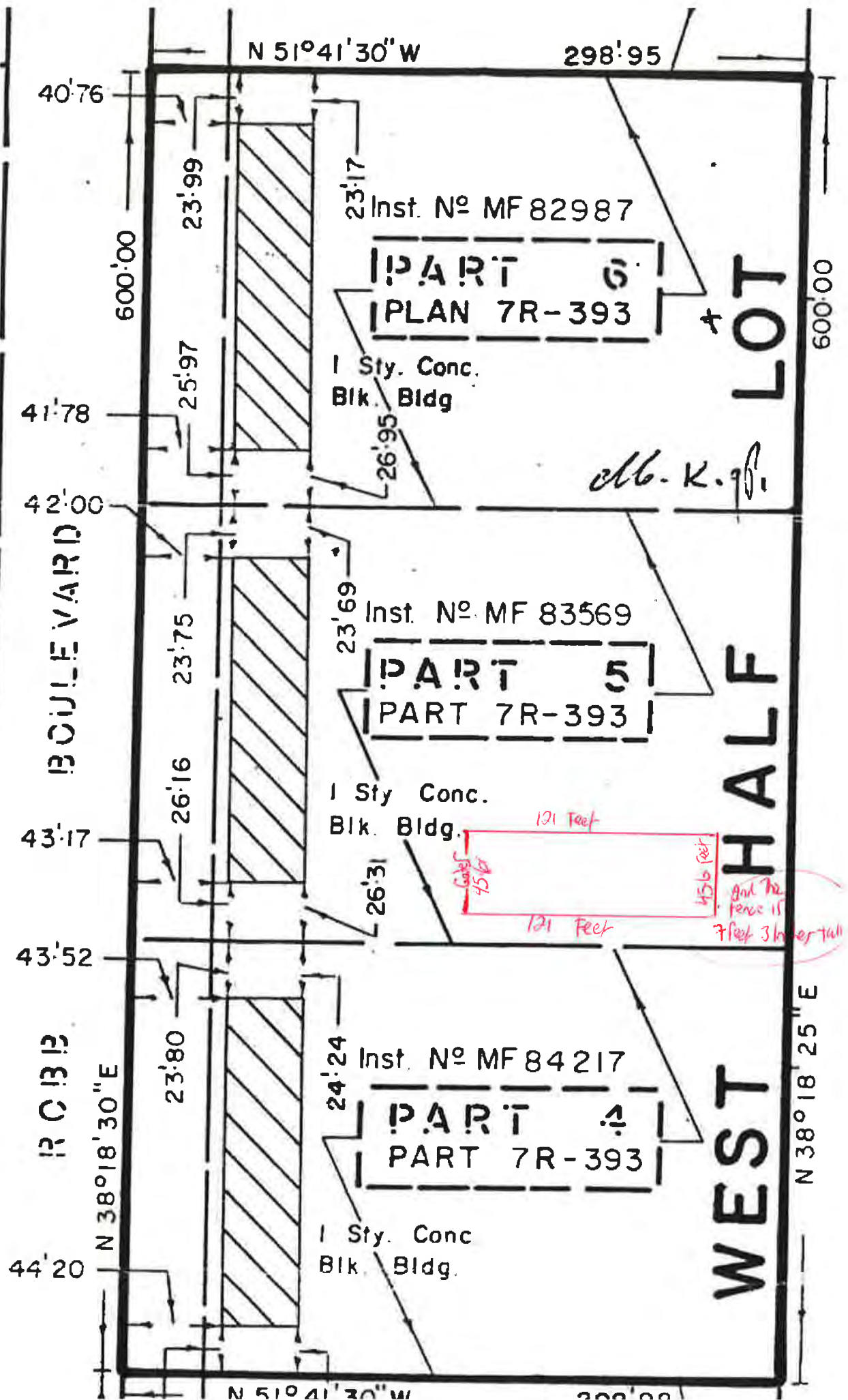
Dated at Orangeville this 17th day of March, 2023.

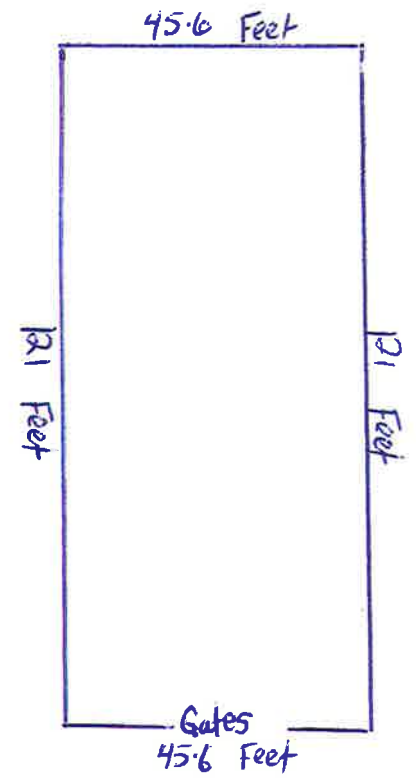
Explanatory Note:

The applicant is requesting a minor variance to permit a vehicle storage area in the rear yard.

(See drawing attached)







7 Feet 3 inches Tall

23 Robb Boulevard Unit 5
Orangeville ON L9w 3L1



374028 6TH LINE • AMARANTH ON • L9W 0M6

March 13, 2023

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

Dear Premier Ford:

RE: Resolution regarding County Planning Services

At the regular meeting of Council held February 22, 2023, Council of the Township of Amaranth passed a motion as follows:

BE IT RESOLVED THAT:

Whereas the Provincial of Ontario has a mandate to work across government to reduce red tape and regulations and policies that can be burdensome and inefficient and;

Whereas Bill 23 has removed the upper-tier planning function from a number of municipalities where there is already a lower-tier planning function and;

Whereas the Dufferin County and all lower-tier municipalities operated without a County planning function until this became a Provincial requirement in 2014 and;

Whereas the lower-tier Official Plan must be consistent with the upper-tier Official Plans, and;

That the Township of Amaranth request the Province of Ontario, Ministry of Municipal Affairs and Housing and the Ministry of Red Tape Reduction remove the upper-tier planning function from Dufferin County. **CARRIED**

Council respectfully requests the Province of Ontario to remove the planning function from the upper-tier Dufferin County as it is a redundant service. Council further asked that a copy of this resolution be provided to the Premier of Ontario, the Minister of Municipal Affairs and Housing, and Dufferin County lower tier municipalities.

Respectfully,

Nicole Martin, Dipl. M.A.
CAO/Clerk

Sent via email

March 17, 2023

To: Eric Brathwaite, Township of Adjala-Tosorontio
Circulations Intake, Bell Canada (via email only)
Allan Parson, City of Brampton
Christopher Fearon, Canada Post
Josie Tomei, Canadian Pacific Railway
Dorothy Di Berto, Credit Valley Conservation
Scott Burns, Dufferin County
Stephanie Cox, Dufferin-Peel Catholic District School Board
Planning Department, Township of East Garafraxa
Municipal Notices, Enbridge
Planning Department, Town of Erin
Jade Holliwell, GO Transit
Hydro One Zone 2 Scheduling
Planning Department, Lake Simcoe Region Conservation Authority
Ministry of Transportation – Permitting
Ministry of Transportation – GTA West
Mark Early, Town of Mono
Caledon Account Manager, Municipal Property Assessment Corp.
Planning Department, Town of New Tecumseth
Brandon Henderson, Niagara Escarpment Commission
Planning Department, Nottawasaga Valley Conservation Authority
Duane McKnight, Ontario Provincial Police – Caledon Detachment
Planning Department, Town of Orangeville
Nick Gooding, Peel District School Board
Christina Marzo, Region of Peel
Kathy Barbuto, Rogers Communications
Dave Parks, Simcoe County
Adam Miller, Toronto Region Conservation Authority
Nancy Tuckett, City of Vaughan
Planning Department, County of Wellington
Planning Department, York Region

And To: Mark Sraga, Director, Building & Municipal Law Enforcement/Chief Building Official
Sherry Brake, Supervisor, Capital Projects
Rita Julio, Manager, Development Engineering
Jason Schildroth, Manager, Economic Development
Glendon Turner, Senior Financial Analyst
Anthony Staniscia, Chief Fire Prevention Officer
Magid Youssef, Senior Urban Planner
Jyoti Pathak, Manager, Parks
Dali Peng, Landscape Architect
Steve Burke, Manager of Strategic Policy Planning
Chris Bean, Zoning Administrator
Brittany Ziegler, Law Clerk

Arash Olia, Manager of Transportation
John DeCourcy, Manager, Municipal Law Enforcement
Bindu Shah, Strategic Lead, Planning
Sally Drummond, Senior Planner, Heritage

**Re: Proposed Zoning By-law Amendment
Province of Ontario Bill 23, Zoning Conformity Exercise
Settlement areas of Bolton, Caledon East, Inglewood, Mayfield West and Mono Road
(for Additional Residential Units) and lands within Oak Ridges Moraine Conservation
Plan
File Number: RZ 2023-0001**

The Town of Caledon has initiated proposed changes to Zoning By-law 2006-50 in response to the Province of Ontario's Bill 23, the More Homes Built Faster Act, 2022. The Bill required municipalities to permit the use of Additional Residential Units (ARU) within detached, semi-detached and townhouse dwellings, and/or within an accessory structure located on the same lot as a detached, semi-detached and townhouse dwelling (garden suite). The Town of Caledon is required to conform to Bill 23 and permit the use of ARUs as defined by the Bill.

An ARU is only permitted on a parcel of urban residential land within a settlement where there are full urban services (sewage works and a municipal drinking water system, as provided by the Region of Peel). Within the Town of Caledon, this would include only the following settlement areas: Bolton, Caledon East, Inglewood, Mayfield West and Mono Road.

The zoning changes proposed include:

- The establishment of an Additional Residential Units Overlay Zone that will prescribe provisions and standards for an ARU within detached, semi-detached and townhouse zones, in areas of Caledon that contain full municipal servicing. Matters considered will include use, scale and parking;
- Revisions to provisions and standards of zones within the Oak Ridges Moraine Conservation Plan (2017), for conformity purposes.

The proposed Zoning By-law Amendment intends to conform to the Town of Caledon Official Plan. No development is proposed through this application.

The proposed zoning changes are attached for your review and comment. To view further information regarding this application, please visit [Town Initiated Zoning By-law Amendment - Town of Caledon](#)

A Public Meeting is scheduled to be held on April 11, 2023.

Your comments are required by **March 31, 2023**. If you have any questions regarding the enclosed, please contact the undersigned at rob.hughes@caledon.ca.

Yours truly,



Rob Hughes
Senior Planner, Strategic Policy Planning
Planning Department
TOWN OF CALEDON

Encl.

c:

Antonietta Minichillo, Director, Planning/Chief Planner
Cynthia Owusu-Gyimah, Manager of Development and Design
Stephanie McVittie, Manager of Development
Steve Burke, Manager of Strategic Policy Planning
Andrew Pearce, Director, Engineering Services
Elizabeth Occhiuto, Building Services
Clerk, Township of Adjala-Tosorontio
Clerk, City of Brampton
Clerk, Town of Orangeville
Clerk, York Region

Clerk, Township of East Garafraxa
Clerk, Town of Erin
Clerk, Dufferin County
Clerk, Town of Mono
Clerk, County of Wellington
Clerk, Town of New Tecumseth
Ann Lehman, MPAC
Phil Iannacito, Ministry of Transportation – Permitting
Clerk, Simcoe County

THE CORPORATION OF THE TOWN OF CALEDON
BY-LAW NO. _____

Being a by-law to amend Comprehensive Zoning By-law 2006-50, as amended, to allow for Additional Residential Units and associated standards within prescribed locations in the municipality.

WHEREAS Section 34 of the Planning Act, as amended, permits the councils of local municipalities to pass zoning by-laws for prohibiting the use of land or the erecting, locating or using of buildings or structures for or except for such purposes as may be set out in the by-law;

AND WHEREAS the Council of The Corporation of the Town of Caledon considers it desirable to pass a zoning by-law to establish provisions to permit Additional Residential Units within urban residential land in the Town of Caledon, Regional Municipality of Peel.

NOW THEREFORE the Council of The Corporation of the Town of Caledon enacts that By-law 2006-50 as amended, being the Comprehensive Zoning By-law for the Town of Caledon, shall be and is hereby amended as follows:

1. Schedule "A" to this Zoning By-law being a map to delineate the boundaries where additional residential units are permitted as attached hereto, is hereby added as "Schedule H" to Comprehensive Zoning By-law 2006-50, as amended;
2. That Section 2.5 'Overlay Zones' of Comprehensive Zoning By-law 2006-50 is hereby amended by adding a new Subsection f) as follows:

"Where a *parcel of urban residential land* is located within an area delineated on Schedule 'H' to this By-law, the applicable provisions and regulations of the underlying zone shall continue to apply, subject to the applicable provisions of Subsection 4.42 of this By-law."

3. That Section 4 'General Provisions' of Comprehensive Zoning By-law 2006-50 is hereby amended by adding a new Subsection 4.42 'Additional Residential Units Overlay Zone' as follows:

"4.42 ADDITIONAL RESIDENTIAL UNITS OVERLAY ZONE

4.42.1 Additional Uses Permitted

For lands zoned Rural Residential (RR), Residential One (R1), Residential Two (R2), Residential Townhouse (RT) and Mixed Density Residential (RMD), in addition to Rural Residential (RR), Residential One (R1), Residential Two (R2), Residential Townhouse (RT) and Mixed Density Residential (RMD) zoning exceptions as identified in Section 13, within the Additional Residential Units Overlay Zone that meet the definition of *parcel of urban residential land*, the following additional uses shall be permitted:

a) Additional Residential Unit

Footnotes

1. Permitted only on lands identified on Schedule H of Comprehensive Zoning By-law 2006-50.

4.42.2 Prohibited Uses

In the Rural Residential (RR), Residential One (R1), Residential Two (R2), Residential Townhouse (RT) and Mixed Density Residential (RMD) zones, as well as on lands subject to all Residential One (R1), Residential Two (R2), Residential Townhouse (RT) and Mixed Density Residential (RMD) zoning exceptions as identified in Section 13, the following uses shall be prohibited:

a) Apartment, Accessory

Footnotes

1. Prohibited only on lands identified on Schedule H of Comprehensive Zoning By-law 2006-50.

4.42.3 Definitions

Within the Additional Residential Units Overlay Zone, the following definitions shall apply:

“Additional Residential Unit” means a self-contained residential *dwelling unit* with its own kitchen, sleeping quarters and sanitary facilities, that either forms part of the same *building* as a *detached dwelling*, *semi-detached dwelling*, or a *townhouse dwelling*, or is located within an *accessory building* as a *garden suite dwelling* on the same *lot* as a *detached dwelling*, *semi-detached dwelling*, or a *townhouse dwelling*.

“Dwelling, Detached” means a *building* containing one principal *dwelling unit* and associated *additional residential units*.

“Dwelling, Garden Suite” means a *dwelling unit* that is located in an *accessory building*, either partially or wholly, on the same *lot* as a *detached dwelling*, *semi-detached dwelling*, or a *townhouse dwelling*.

“Dwelling, Semi-Detached” means a *building* divided vertically by a common wall above finished grade into 2 separate *dwelling units* and associated *additional residential units*, each such *dwelling unit* having an independent entrance either directly from outside the *building* or through a common vestibule.

“Dwelling, Townhouse” means a *building* divided vertically both above and below grade into 3 or more separate *dwelling units* and associated *additional residential units*, each such *dwelling unit* having 2 independent entrances directly from outside the *building*.

“Parcel of Urban Residential Land” means a parcel of *land* that is within an area of settlement on which residential use, other than accessory residential use, is permitted by by-law and that is served by,

- (a) sewage works within the meaning of the *Ontario Water Resources Act* that are owned by,
 - (i) a municipality,
 - (ii) a municipal service board established under the *Municipal Act*, 2001,
 - (iii) a corporation established under sections 9, 10 and 11 of the *Municipal Act*, 2001 in accordance with section 203 of that Act,
- (b) a municipal drinking water system within the meaning of the *Safe Drinking Water Act*, 2002.

4.42.4 Use Provisions

Within the Additional Residential Units Overlay Zone, the following requirements and restrictions shall apply:

- a) An *additional residential unit* shall only be permitted on the same *lot* as a *detached dwelling*, *semi-detached dwelling*, or a *townhouse dwelling*;
- b) A maximum of two *additional residential units* are permitted on a residential *lot* which may include either:
 - (i) one *additional residential unit* within a *detached dwelling*, *semi-detached dwelling*, or a *townhouse dwelling*, and one *garden suite dwelling*, or
 - (ii) two *additional residential units* within a *detached dwelling*, *semi-detached dwelling*, or a *townhouse dwelling*;
- c) An *additional residential unit* shall not be permitted on properties located within an Environmental Policy Area 1 Zone (EPA1), Environmental Policy Area 2 Zone (EPA2) or an Open Space (OS) zone, or on lands subject to Environmental Policy Area 1 Zone (EPA1), Environmental Policy Area 2 Zone (EPA2) and Open Space (OS) zone site specific zoning provisions;
- d) Where direct access is provided to an *additional residential unit* from an *interior side yard*, the entrance including stairs to the *additional residential unit* shall be setback from the *interior side lot line* a minimum of 1.2 m;
- e) An *additional residential unit* shall contain a maximum of two bedrooms;
- f) A *home occupation* shall not be permitted on a *lot* that contains an *additional residential unit*;

- g) A *bed and breakfast establishment* shall not be permitted on a lot that contains an *additional residential unit*;
- h) The provision of Section 4.10 is amended to permit one *dwelling* and *additional residential units* in accordance with this section.
- i) The provisions of Sections 4.2.4 and 4.14 shall not apply.

4.42.5 Garden Suite Dwellings

In addition to all other provisions of Section 4.42, within the Additional Residential Units Overlay Zone, the following requirements and restrictions shall apply to all *garden suite dwellings*:

- a) A *garden suite dwelling* shall only be permitted in the *exterior side yard*, *rear yard* or *interior side yard* of a lot containing a *detached dwelling*, *semi-detached dwelling*, or a *townhouse dwelling*;
- b) No part of a *garden suite dwelling* shall be located in a *front yard*;
- c) The maximum *building area* shall be in keeping with the requirements of Section 4.2.2 and the applicable *zone* or *site-specific zone*;
- d) The maximum *gross floor area* of a *garden suite dwelling* shall not exceed 75 m² on a lot;
- e) The maximum *building height* shall not exceed 4.5 m;
- f) A *garden suite dwelling* shall be permitted above a *detached garage*, provided the overall height of the *building* does not exceed 7.5 m or the height of the principal dwelling, whichever is less;
- g) Setbacks shall be in accordance with Section 4.2.2, with the exception of the following:
 - (i) a *minimum interior side yard* setback of 1.5 m from the *interior side lot line*;
 - (ii) a *minimum rear yard* setback of 2.5 m from the *rear lot line*;
 - (iii) a *minimum building separation* of 3.0 m;
- h) The provisions of Section 4.27, Permitted Encroachments, shall not apply;
- i) Balconies and roof top patios or decks shall not be permitted;
- j) An unobstructed pedestrian path with a minimum width of 1.2 m shall be provided from the *streetline* to the entrance of a *garden suite dwelling*.

4.42.6 Parking Provisions

In addition to all other provisions of Section 5, within the Additional Residential Units Overlay Zone, the following parking requirements and restrictions shall apply to *additional residential units*:

- a) In addition to the parking required for a *detached dwelling*, *semi-detached dwelling*, or a *townhouse dwelling* under Section 5.2 of this by-law, one additional *parking space* shall be provided on lots containing more than one *additional residential unit*. All required *parking spaces* shall be located entirely within the boundaries of the subject lot;
- b) No additional *parking space* is required for a lot containing only one *additional residential unit*;
- c) The Residential Parking Requirements in Section 5.2.2 for an *accessory apartment* shall not apply.
- d) All other provisions of Section 5.2 shall apply.

4. That Section 4.2.2.e is deleted and replaced as follows:

“Site Plan approval has been granted for an *accessory building* or *structure* which is *accessory* to a non-residential *use* or a residential use containing more than 10 *dwelling units* within an EPA1 and EPA2 *zone*, if such *accessory structure* is subject to Site Plan approval.

5. That Section 4.2.2.f is deleted and replaced as follows:

In the case of lands within the *Oak Ridges Moraine Conservation Plan Area*, a building permit and/or lot grading approval is required for an *accessory building* or *structure* located within an EPA1-ORM and EPA2-ORM *zone* or within 90 m of such a *zone*.

6. That Section 4 'General Provisions' of Comprehensive Zoning By-law 2006-50 is hereby amended by adding a new Subsection 4.43 'Oak Ridges Moraine Provisions' as follows:

"4.43 OAK RIDGES MORaine PROVISIONS

The provisions of this section shall apply to all lands located within the *Oak Ridges Moraine Conservation Plan*, as amended, and zoned within an EPA1-ORM and EPA2-ORM zone or within 90 m of such a zone.

4.43.1 Oak Ridges Moraine Conservation Plan (2017)

Notwithstanding the provisions of this By-law, no person shall: use land or any part of it; undertake development or site alteration with respect to land; or erect, move, alter or use a building or structure or any part of it, without being in compliance with the policies and provisions of the *Oak Ridges Moraine Conservation Plan (2017)*, as amended.

4.43.2 Definitions

"*Development*" means the creation of a new lot, a change in land use, or the construction of buildings and structures requiring approval under the Planning Act but does not include, (a) activities that create or maintain infrastructure authorized under an environmental assessment process; or (b) works that are subject to the Drainage Act.

"*Major Development*" means development consisting of:

- a) The creation of four or more *lots*;
- b) The construction of a *building* or *buildings* with a ground floor area of 500 square metres or more, or
- c) The establishment of a major recreational use as described in Section 38 of the *Oak Ridges Moraine Conservation Plan*.

"*Site Alteration*" means activities such as grading, excavation and the placement of fill that would change the landform and the natural vegetative characteristics of a *lot*.

4.43.3 Key Natural Heritage Features

All *development* and *site alteration* on a *lot* within a key natural heritage feature or the related minimum vegetation protection zone is prohibited, except the following:

1. Forest, fish, and wildlife management.
2. Conservation and flood or erosion control projects, but only if they have been demonstrated to be necessary in the public interest after all alternatives have been considered.
3. Development of infrastructure in accordance with the requirements set out in section 41 of the *Oak Ridges Moraine Conservation Plan*.
4. Low-intensity recreational uses as described in section 37 of the *Oak Ridges Moraine Conservation Plan*.
5. Any development and site alteration in Countryside Areas or Settlement Areas that is within the habitat of an endangered or threatened species, but only if,
 - a) it is not prohibited under the Endangered Species Act, 2007 and it complies with any requirements or restrictions under that Act, and
 - b) it is not within any other key natural heritage feature or the related minimum vegetation protection zone.
6. Agricultural uses other than uses associated with on-farm buildings and structures, but only with respect to land in the minimum vegetation protection zone related to a key natural heritage feature and not in the key natural heritage feature itself.

4.43.4 Key Hydrologic Features

All *development* and *site alteration* on a *lot* within a key hydrologic feature or the related minimum vegetation protection zone is prohibited, except the following:

1. Forest, fish, and wildlife management.

2. Conservation and flood or erosion control projects, but only if they are determined to be necessary in the public interest after all alternatives have been considered.
3. Development of infrastructure in accordance with the requirements set out in section 41 of the *Oak Ridges Moraine Conservation Plan*.
4. Low-intensity recreational uses as described in section 37 of the *Oak Ridges Moraine Conservation Plan*.
5. Agricultural uses other than uses associated with on-farm buildings and structures, but only with respect to land in the minimum vegetation protection zone related to a key hydrologic feature and not in the key hydrologic feature itself.

4.43.5 Area of Influence and Vegetation Protection Zones

- 4.43.5.1 *Development* or *site alteration* shall conform to the relevant minimum area of influence and minimum vegetation protection zones, as it relates to key natural heritage features and/or key hydrological features, as prescribed within the *Oak Ridges Moraine Conservation Plan*, as amended.
- 4.43.5.2 Prior to *development* or *site alteration* on a *lot* with respect to land within the minimum area of influence that relates to a key natural heritage feature, but outside the key natural heritage feature itself and the related minimum vegetation protection zone, a natural heritage evaluation shall be received and deemed to be satisfactory to the Town, unless the *development* is for the construction of a new building or structure for agricultural uses, agriculture-related uses or on-farm diversified uses located a minimum of 30 metres from the key natural heritage feature.
- 4.43.5.3 An application for *development* or *site alteration* on a *lot* within the minimum area of influence that relates to a key hydrologic feature, but outside the key hydrologic feature itself and the related minimum vegetation protection zone, shall be accompanied by a hydrological evaluation to the satisfaction of the Town, unless the development is for the construction of a new building or structure for agricultural uses, agriculture-related uses or on-farm diversified uses located a minimum of 30 metres from the key natural heritage feature.

4.43.6 Landform Conservation Areas

- 4.43.6.1 *Development* or *site alteration* on a *lot* located within a landform conservation area designation in the Town of Caledon Official Plan, shall demonstrate that satisfactory arrangements have been made to identify planning, design and construction practices that will keep disturbance to landform character to a minimum.
- 4.43.6.2 Prior to *development* or *site alteration* on a *lot* in a landform conservation area (Category 1) it shall be demonstrated that planning, design and construction practices will keep disturbance to landform character to a minimum, including,
 1. Maintaining significant landform features such as steep slopes, kames, kettles, ravines and ridges in their natural undisturbed form.
 2. Limiting the portion of the net developable area of the site that is disturbed to not more than 25 per cent of the total area of the site.
 3. Limiting the portion of the net developable area of the site that has impervious surfaces to not more than 15 per cent of the total area of the site.
- 4.43.6.3 Prior to *development* or *site alteration* on a *lot* in landform conservation area (Category 2) it shall be demonstrated that planning, design and construction practices that will keep disturbance to landform character to a minimum, including,

1. Maintaining significant landform features such as steep slopes, kames, kettles, ravines and ridges in their natural undisturbed form.
2. Limiting the portion of the net developable area of the site that is disturbed to not more than 50 per cent of the total area of the site.
3. Limiting the portion of the net developable area of the site that has impervious surfaces to not more than 20 per cent of the total area of the site.

4.43.6.4 Prior to *development* or *site alteration* that does not constitute *major development*, with respect to land in a landform conservation area of either category, a satisfactory site plan drawing shall be received that,

1. Identifies the areas within which all building, grading, and related construction will occur.
2. Demonstrates that buildings and structures will be located within the areas referred to 4.43.6.4.1 so as to minimize the amount of site alteration required.
3. Provides for the protection of areas of natural and scientific interest (earth science) in accordance with subsection (12) of the *Oak Ridges Moraine Conservation Plan*.

4.43.6.5 Prior to *development* or *site alteration* on a *lot* in an area of natural and scientific interest (earth science) as designated in the Town of Caledon Official Plan or the related minimum area of influence a satisfactory earth science heritage evaluation shall be submitted that,

1. Identifies planning, design and construction practices that will ensure protection of the geological or geomorphological attributes for which the area of natural and scientific interest was identified.
2. Determines whether a minimum vegetation protection zone is required, and if so, specifies the dimensions of that zone and provides for the maintenance and, where possible, improvement or restoration of natural self-sustaining vegetation within it.

4.43.7 Stormwater Management

Prior to *development* or *site alteration* it shall demonstrated that planning, design and construction practices that protect water resources will be used, including:

1. Keeping the removal of vegetation, grading and soil compaction to a minimum.
2. Keeping all sediment that is eroded during construction within the site.
3. Seeding or sodding exposed soils as soon as possible after construction.
4. Keeping chemical applications to suppress dust and control pests and vegetation to a minimum.

4.43.8 Major Development

Major Development shall not be permitted unless it can be demonstrated that the following satisfactory documentation has been provided to the satisfaction of the Town, where required by the Town:

1. Conformity with the relevant watershed plan;
2. Water budget and water conservation plan;
3. Landform conservation plan;
4. Sewage and water system plan;
5. Stormwater management plan.

4.43.9 Supporting Connectivity

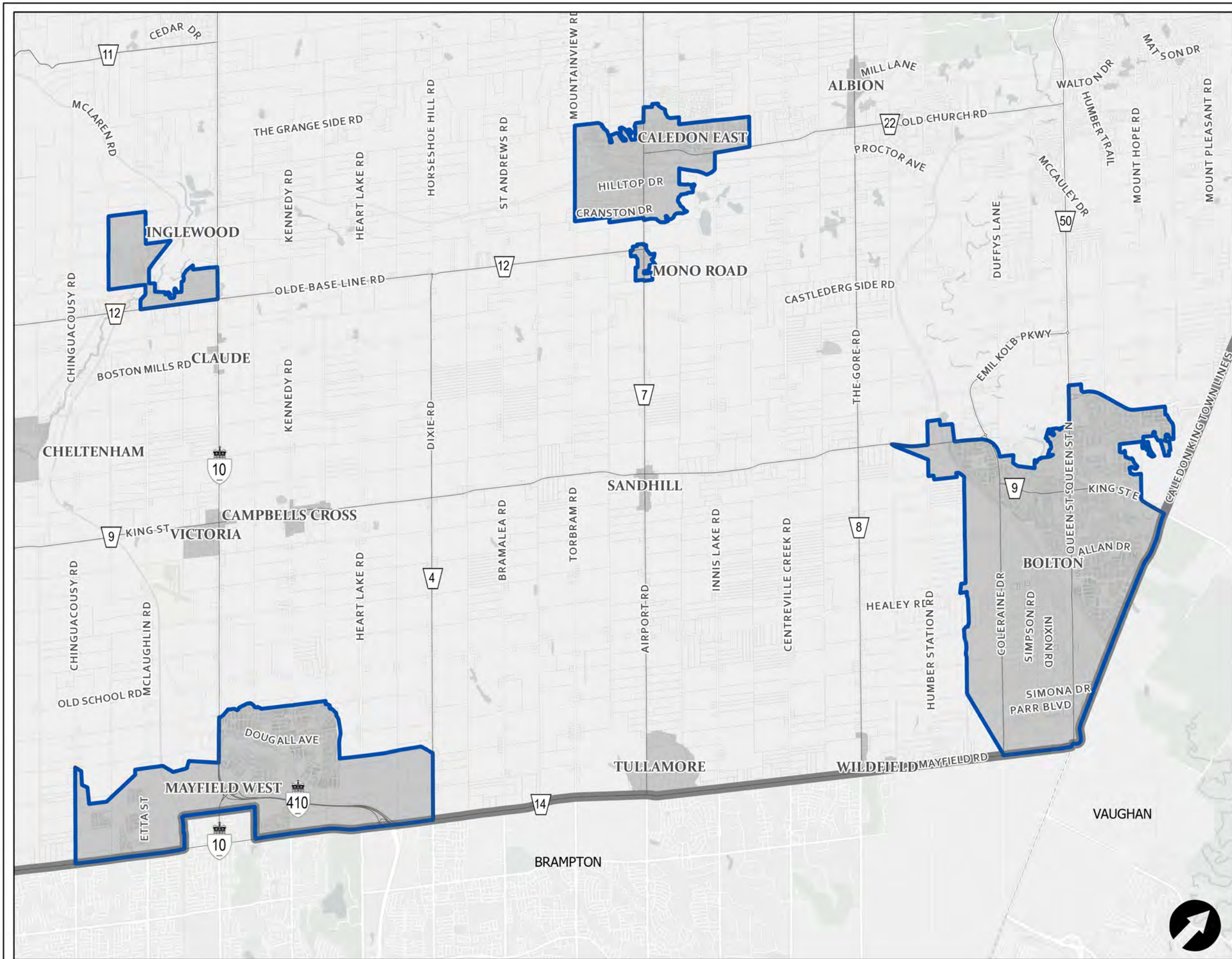
Every application for *development* or *site alteration* shall identify planning, design and construction practices that ensure that no *buildings* or other *site alterations* impede hydrological functions or the movement of plants and animals among key natural heritage features, key hydrologic features, and adjacent land within Natural Core area and Natural Linkage Area designations of the Town's Official Plan.

Enacted by the Town of Caledon Council this XXth day of XX, 2023.

Annette Groves, Mayor




Laura Hall, Clerk

DRAFT



SCHEDULE 'H' TO BY-LAW 2006-50

Town of Caledon
Regional Municipality of Peel

-  Town of Caledon
-  Settlement Area
-  Boundary of Additional Residential Units Overlay Zone

Key Map



DATE: MARCH 14, 2023





CORPORATION OF THE TOWN OF ESSEX

33 Talbot Street South, Essex, Ontario, N8M 1A8
p: 519.776.7336 f: 519.776.8811 | essex.ca

Ann-Marie Norio

Regional Clerk, Niagara Region
1815 Sir Isaac Brock Way, PO Box 1042
Thorold, ON L2V 4T7
clerk@niagararegion.ca

March 16, 2023

RE: Letter of Support – Niagara Region Motion Respecting Declarations of Emergency of Homelessness, Mental Health and Opioid Addiction

Dear Ann-Marie Norio,

At its Regular Council Meeting held on March 6, 2023, Council discussed your motion respecting declarations of emergency for homelessness, mental health and opioid addiction from the Niagara Region. In particular, Councillor Hammond indicated the importance of supporting this motion as the Town of Essex and other municipalities should consider similar strategies as struggles with homelessness, mental health and addictions continue to afflict our communities.

As a result of that discussion, Council passed the following resolution:

R23-03-078

Moved by: Councillor Hammond

Seconded by: Councillor Verbeek

That the correspondence dated February 24, 2023 from the Niagara Region regarding the Declarations of Emergency for Homelessness, Mental Health and Opioid Addiction be received and supported; and

That a letter of support be sent to the Niagara Region and all other municipalities.

Carried

I trust you will find this satisfactory. If you have any questions or comments, please feel free to contact the undersigned.



CORPORATION OF THE TOWN OF ESSEX

33 Talbot Street South, Essex, Ontario, N8M 1A8

p: 519.776.7336 f: 519.776.8811 | essex.ca

Yours truly,

A handwritten signature in blue ink, appearing to read "Shelley Brown".

Shelley Brown

Acting Clerk, Legal and Legislative Services

sbrown@essex.ca

c.c. All Ontario Municipalities



CORPORATION OF THE TOWN OF ESSEX

33 Talbot Street South, Essex, Ontario, N8M 1A8

p: 519.776.7336 f: 519.776.8811 | essex.ca

Honourable Steve Clark

Ministry of Municipal Affairs and Housing
College Park 17th Floor, 777 Bay Street
Toronto, ON M7A 2J3

March 17, 2023

RE: Tax Classification of Short-Term Rental Units

At its Regular Council Meeting held on March 6, 2023, Councillor Hammond brought forward a Notice of Motion for Council's consideration regarding the current tax classification of Short-Term Rental Units. In particular, Council discussed the implications of having Short-Term Rental Units operate as a business within a residential community. Council noted that allowing Short-Term Rental Unit Operators to pay residential property taxes is inequitable to those business owners who must pay commercial property taxes, solely due to the location of their business.

As a result of this discussion, Council passed the following resolution:

R23-03-082

Moved by: Councillor Hammond

Seconded by: Councillor Matyi

That Council direct Administration to send a letter to the Municipal Property Assessment Corporation ("MPAC"), the Ministry of Municipal Affairs, and any other relevant bodies, to investigate the tax classification of short-term rental units and consider taxing them as commercial as opposed to residential.

Carried

I trust you will find this satisfactory. If you have any questions or comments, please feel free to contact the undersigned.

Yours truly,

A handwritten signature in blue ink, appearing to read "Shelley Brown".

Shelley Brown

Acting Clerk, Legal and Legislative Services
sbrown@essex.ca

c.c. Tracy Pringle, Municipal Property Assessment Corporation
Tracy.Pringle@mpac.ca

Where you belong



CORPORATION OF THE TOWN OF ESSEX

33 Talbot Street South, Essex, Ontario, N8M 1A8

p: 519.776.7336 f: 519.776.8811 | essex.ca

Anthony Leardi, MPP

Anthony.Leardi@pc.ola.org

Mary Birch, Interim CAO

mbirch@countyofessex.ca

All Ontario Municipalities



CORPORATION OF THE TOWN OF ESSEX

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Honourable Steve Clark

Ministry of Municipal Affairs and Housing
College Park 17th Floor, 777 Bay Street
Toronto, ON M7A 2J3

March 22, 2023

RE: The Reinstatement of Legislation Permitting a Municipality to Retain Surplus Proceeds from Tax Sales

Dear Honourable Steve Clark,

At its Regular Council Meeting held on March 6, 2023, Mayor Bondy brought forward a Notice of Motion for Council's consideration regarding the reinstatement of previous legislation permitting a municipality to retain surplus proceeds from tax sales. It was discussed that, 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. It was further noted that the Public Tax Sale process is burdensome to a municipality who invest a considerable amount of time and money recovering these proceeds for the potential sole benefit of the Crown in Right of Ontario.

As a result of this discussion, Council passed the following resolution:

R23-03-081

Moved by: Mayor Bondy

Seconded by: Councillor Allard

That Council direct Administration to send a letter to all relevant taxation bodies, including the Ministry of Municipal Affairs, the Ministry of Finance, Essex County Council, MPP Anthony Leardi, Association of the Municipalities of Ontario and all other municipalities in Ontario urging them to re-instate previous legislation that permitted a Municipality to apply for and retain the surplus proceeds from a tax sale in their jurisdiction.

Carried

I trust you will find this satisfactory. If you have any questions or comments, please feel free to contact the undersigned.

Yours truly,

A handwritten signature in blue ink, appearing to read "Shelley Brown".

Shelley Brown

Acting Clerk
sbrown@essex.ca



CORPORATION OF THE TOWN OF ESSEX

33 Talbot Street South, Essex, Ontario, N8M 1A8

p: 519.776.7336 f: 519.776.8811 | essex.ca

c.c. Honourable Peter Bethlenfalvy, Minister of Finance
minister.fin@ontario.ca

Mary Birch, Interim Chief Administrative Officer
mbirch@countyofessex.ca

Anthony Leardi, MPP
anthony.leardi@pc.ola.org

Association of Municipalities of Ontario ("AMO")
resolutions@amo.on.ca

All other municipalities in Ontario

March 14, 2023

The Honourable Doug Ford
Premier of Ontario
Via email: premier@ontario.ca

RE: A Call to the Provincial government to End Homelessness in Ontario

Dear Premier Ford,

During the February 27, 2023 regular meeting of council, the AMO request calling on the province to calling on the province to end homelessness was brought forward and discussed, the following resolution was carried:

Moved: Chad Hyatt Seconded: Debb Pitel

WHEREAS the homeless crisis is taking a devastating toll on families and communities, undermining a healthy and prosperous Ontario;
WHEREAS the homelessness crisis is the result of the underinvestment and poor policy choices of successive provincial governments;
WHEREAS homelessness requires a range of housing, social service and health solutions from government;
WHEREAS homelessness is felt most at the level of local government and the residents that they serve;
WHEREAS municipalities and District Social Administration Boards are doing their part, but do not have the resources, capacity or tools to address this complex challenge; and,
WHEREAS leadership and urgent action is needed from the provincial government on an emergency basis to develop, resource, and implement a comprehensive plan to prevent, reduce and ultimately end homelessness in Ontario.

THEREFORE BE IT RESOLVED THAT Council of the Town of Petrolia calls on the Provincial Government to urgently:

- a. Acknowledge that homelessness in Ontario is a social, economic, and health crisis;
- b. Commit to ending homelessness in Ontario;
- c. Work with AMO and a broad range of community, health, Indigenous and economic partners to develop, resource, and implement an action plan to achieve this goal.

AND FURTHER THAT a copy of this motion be sent to the Minister of Municipal Affairs and Housing; the Minister of Children, Community and Social Services; the Minister of Health; to the Association of Municipalities of Ontario; County of Lambton Social Services.

Carried

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

411 Greenfield Street, Petrolia, ON, N0N 1R0

www.town.petrolia.on.ca



Kind regards,

Original Signed

Mandi Pearson

Clerk/Operations Clerk

cc: file
Minister of Municipal Affairs and Housing minister.mah@ontario.ca
Minister of Children, Community and Social Services MinisterMCCSS@ontario.ca
Minister of Health sylvia.jones@ontario.ca
MPP Bob Bailey, Sarnia-Lambton bob.bailey@pc.ola.org
County of Lambton Social Services melissa.fitzpatrick@county-lambton.on.ca
Municipalities of Ontario

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

411 Greenfield Street, Petrolia, ON, N0N 1R0

www.town.petrolia.on.ca





Corporation of the Municipality of Calvin

Motion by: Councillor Moreton

Seconded by: Councillor Grant

WHEAREAS an announcement in the media was made that the English Public School Boards Association, the largest school association in the Province, is asking for the end of the moratorium on most pupil accommodation reviews;

AND WHEREAS this announcement potentially threatens the future closure of schools in many single school municipalities;

AND WHEREAS access to education and the presence of a school in a community is an essential service and has a direct link to the quality of life in a community;

AND WHEREAS schools play a key role in improving services and quality of life in a community and are viewed as activity centres where children have access to education, health services, recreation and culture;

AND WHEREAS schools are an important factor in the retention and attraction of residents in a community and is essential in order to resolve labour shortages and allow economic development and growth in small rural municipalities;

AND WHEREAS demographics in many areas are currently shifting and changing quickly as we work on meeting the needs of many Ontario residents during a housing crisis;

NOW THEREFORE BE IT RESOLVED that Council is requesting the provincial government through the Minister of Education to extend the moratorium on most pupil accommodation reviews in order to allow municipalities, townships, neighbourhoods and subdivisions the opportunity to prosper, develop and grow without being hindered by school closures due to low enrollments that could quickly change.

FURTHER BE IT RESOLVED that this resolution be forwarded to Premier Doug Ford, MPP Victor Fedeli and all Ontario Municipalities. **Resolution Number: 2023: 054 Carried**



Corporation of the Municipality of Calvin

March 14, 2023

Via email: clerk@trentlakes.ca

Municipality of Trent Lakes
Attn: Jessie Clark/Clerk
760 Peterborough County Road 36
Trent Lakes ON K0M 1A0

**RE: Resolution of Support for Municipality of Trent Lakes – re: Resolutions
regarding an Oath of Office, dated February 28, 2023**

On behalf of the Council of the Corporation of the Township of Lake of Bays, please be advised that the above-noted correspondence was presented at the last regularly scheduled Council meeting on March 14, 2023, and the following resolution was passed.

“Resolution TC-68-2023

BE IT RESOLVED THAT Council of the Corporation of the Township of Lake of Bays receives and supports the attached resolution from the Municipality of Trent Lakes requesting changes to the municipal Oath of Office, dated February 28, 2023

AND FURTHER THAT this resolution be forwarded to all Ontario Municipalities, Muskoka Area Indigenous Leadership Table (MAILT), MPP Graydon Smith, MP Scott Aitchison, and the Premier of Ontario.

Carried.”

Should you have any questions, please do not hesitate to contact our Municipal Office at 705-635-2272.

Sincerely,



Carrie Sykes, *Dipl. M.A., CMO, AOMC*,
Director of Corporate Services/Clerk
CS/lv

Copy to: Premier of Ontario
Local members of the Provincial Parliament
Municipalities in Ontario
Muskoka Area Indigenous Leadership Table

Encl: Municipality of Trent Lakes Resolution R2023-119



760 Peterborough County Road 36, Trent Lakes, ON K0M 1A0 Tel 705-738-3800 Fax 705-738-3801

February 28, 2023

Via email only

To: The Honourable Steve Clark, Minister of Municipal Affairs and Housing
minister.mah@ontario.ca
The Honourable Doug Ford, Premier of Ontario
doug.fordco@pc.ola.org
The Honourable Dave Smith, MPP Peterborough-Kawartha
dave.smithco@pc.ola.org
The Honourable Michelle Ferreri, MP Peterborough-Kawartha
michelle.ferreri@parl.gc.ca
Curve Lake First Nation
audreyp@curvelake.ca
The Association of Municipalities Ontario
amo@amo.on.ca

Re: Oath of Office

Please be advised that during their Regular Council meeting held February 21, 2023, Council passed the following resolution:

Resolution No. **R2023-119**

Moved by Councillor Franzen
Seconded by Deputy Mayor
Armstrong

Whereas most municipalities in Ontario have a native land acknowledgement in their opening ceremony; and

Whereas a clear reference to the rights of Indigenous people is the aim of advancing Truth and Reconciliation; and

Whereas Call to Action 94 of the Truth and Reconciliation Commission of Canada called upon the Government of Canada to replace the wording of the Oath of Citizenship to include the recognition of the laws of Canada including Treaties with Indigenous Peoples; and

Whereas on June 21, 2021 an Act to amend The Citizenship Act received royal assent to include clear reference to the rights of Indigenous peoples aimed at advancing the Truth and Reconciliation Commission's Calls to Action within the broader reconciliation framework; and

Whereas the Truth and Reconciliation Commission of Canada outlines specific calls to action for municipal governments in Canada to act on, including education and collaboration;

Therefore be it resolved that Council request to the Minister of Municipal Affairs and Housing that the following changes be made to the municipal oath of office: I will be faithful and bear true allegiance to His Majesty King Charles III and that I will faithfully observe the laws of Canada including the Constitution, which recognizes and affirms the Aboriginal and treaty rights of First Nations, Inuit and Metis peoples; and further

That this resolution be forwarded to the Association of Municipalities of Ontario (AMO), all Ontario municipalities, MPP Dave Smith, MP Michelle Ferreri, Premier Doug Ford and Curve Lake First Nation.

Carried.

Sincerely,

Mayor and Council of the Municipality of Trent Lakes

Cc: All Ontario municipalities



4800 SOUTH SERVICE RD.,
BEAMSVILLE, ON L3J 1L3

905-563-2799

March 10, 2023

Sent via email: minister.edu@ontario.ca

The Honourable Steven Lecce,
Minister of Education
Ministry of Education
315 Front Street West, 14th Floor
Toronto, ON M7A 0B8

Dear Minister Lecce:

RE: Town of Lincoln Council Resolution – Ontario School Board Elections

Please be advised that Council of the Corporation of the Town of Lincoln at its Council Meeting held on March 6, 2023, passed the following motion:

Resolution Number: RC-2023-24

Moved by: Councillor JD Pachereva; Seconded by Councillor Greg Reimer

That Council receive and file for information, correspondence from the Town of Essex dated February 13, 2023 and Town of Deep River dated February 16, 2023, regarding Ontario School Board Elections; and,

That Council of the Town of Lincoln support the correspondence items to request that School Boards become responsible for conducting their own Trustee elections or at a minimum municipalities be compensated by the School Boards for overseeing such Trustee elections; and,

That staff forward this Resolution to the Town of Essex, Town of Deep River, the Honourable Steven Lecce, Minister of Education, MP Sam Oosterhoff, and to Ontario Municipal Councils.

CARRIED

If you have any questions, please do not hesitate to contact the undersigned.

Regards,

Julie Kirkelos
Town Clerk

jkirkelos@lincoln.ca

JK/dp

c.c. Town of Essex
Town of Deep River
Sam Oosterhoff, MPP Niagara West Sam.Oosterhoffco@pc.ola.org
Ontario Municipal Councils

March 8, 2023

Via: Email

The Honourable Stephen Lecce, Minister of Education

Re: Ontario School Board Elections

Dear Honourable Stephen Lecce,

Please be advised that at the Regular Meeting of Council on Tuesday, February 21, 2023, Council of the Township of Howick adopted the following resolution:

Resolution No. 58/23

Moved by: Councillor Grimes

Seconded by: Councillor Rognvaldson

That the Council of the Township of Howick receive the correspondence from the Town of Petrolia, regarding School Board Elections; and

Confirms that the 2022-2026 Howick Municipal Council was acclaimed in its entirety to their positions and that the expenses incurred for the 2022 Howick Municipal Election were only for facilitating the election of the School Board Trustees; and

That Council supports the Resolution passed by the Township of Petrolia Council to request that School Boards become responsible for conducting their own Trustee elections, or at a minimum, municipalities be compensated by the School Boards for overseeing such Trustee elections; and

That Staff forward this Resolution to the Honourable Stephen Lecce, Minister of Education, and to all Ontario Municipal Councils.

CARRIED

Thank you for your consideration.

Best Regards,



Caitlin Gillis
Clerk-Administrator
Township of Howick



Monday, March 13, 2023

WOWC Supports Huron County's Call for Cannabis Act Review

At the regular meeting of the Western Ontario Wardens' Caucus held on March 10, 2023, the following resolution was passed:

Moved by R. Ehgoetz, seconded by K. Marriott:

THAT the Huron County resolution, re Call to Action - Cannabis Act Review, be supported." –
CARRIED

The Huron County Warden's letter is attached for your reference.

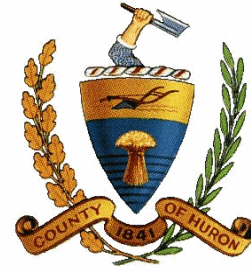
Sincerely,

A handwritten signature in black ink that reads "Glen McNeil".

Glen McNeil
Chair, Western Ontario Wardens' Caucus

OFFICE OF THE WARDEN

Corporation of the County of Huron
1 Courthouse Square
Goderich, Ontario N7A 1M2
www.HuronCounty.ca
Phone: 519.524.8394
Toll Free: 1.888.524.8394



February 1, 2023

Sent via email.

Re: Call to Action: Review of the Cannabis Act

Please note that on February 1, 2023 Huron County Council passed the following motion:

Moved by: Councillor G. Finch and Seconded by: Councillor M. Anderson

THAT:

The Council of the County of Huron approve the report by CAO Meighan Wark dated February 1, 2023 titled Report to Council: Cannabis Act Information as presented;

AND FURTHER THAT:

The Council of the County of Huron advocate for improvements to the Cannabis Act and current legislative framework for cannabis in Canada by sending the report titled *Report for Council: Cannabis Act Information*, including the correspondence found in the appendices, to the Western Ontario Warden's Caucus (WOWC) for discussion and consideration;

AND FURTHER THAT:

The Council of the County of Huron approve forwarding Call to Action Letters to the following for support:

- Federation of Canadian Municipalities (FCM)
- All Municipalities in Ontario
- Ministry of Agriculture, Food and Rural Affairs (OMAFRA)
- Premier of Ontario
- Provincial Minister of the Environment, Conservation and Parks
- Provincial Minister of Agriculture
- Provincial Minister of Municipal Affairs and Housing
- Member of Parliament
- Federal Minister of Agriculture and Agri-Food
- Federal Minister of Health

CARRIED

The County of Huron calls for a review and amendments to the Cannabis Act and the current legislative framework for cannabis in Canada.

To be clear, the County of Huron is not against or opposed to cannabis and we appreciate the role that both the federal and provincial governments provide in assisting municipalities. However, when new legislation is implemented, it is often at the municipal level that the impacts of change can be observed, and notations can be made for areas of improvement. It is vital that municipal governments pay attention and provide information and recommendations to higher levels of government so that continual improvements can be made over time.

It is in this spirit that we provide the following recommendation:

As a municipal government for one of Canada's most agriculturally productive regions and a popular tourism destination, we have been in the position to observe the last several years of legal cannabis production under the Cannabis Act as managed by Health Canada.

Under the current legislative and regulatory framework, we have observed, and continue to observe, serious odour impacts on local communities and residents from cannabis production facilities; including concerns from local medical practitioners about these impacts. Most often, these odour impacts arise from properties used for 'The Production of Cannabis for Own Medical Purposes by a Designated Person'.

In our local municipal experience, these facilities are often established without complying with local municipal zoning and nuisance by-laws, often contain hundreds of cannabis plants for each of the four assigned individuals, and usually do not include adequate odour controls to manage impacts on surrounding homes, public facilities, and the community at large.

To help manage public impacts of cannabis production facilities, we request that all production facilities, including facilities used by a designated person to produce cannabis for an individual's medical purposes, to require confirmation from the local municipality that the facility/site selected complies with all local municipal by-laws and regulations prior to an application being approved by Health Canada. We also request that Health Canada implement a system of minimum setbacks between cannabis production facilities and sensitive odour receptors, including homes and public facilities.

As an agricultural community, we have had extensive experience with the Ontario Ministry of Agriculture, Food and Rural Affairs' Minimum Distance Separation (MDS) Formula, an approach which has been used to successfully manage land use conflicts resulting from odour between livestock facilities and sensitive receptors for almost 50 years. We believe a system based on MDS would be appropriate to manage the

impacts of Health Canada's approved cannabis facilities, including both licensed commercial producers and designated growers for individuals.

In conclusion, we strongly recommend further notice and enhanced consultation with municipal governments when drafting and implementing legislation and regulations related to cannabis production, as there is a direct impact on local municipal operations, local residents, and in some cases, serious issues of non-compliance with local municipal by-laws.

Sincerely,

A handwritten signature in black ink, appearing to read "Glen McNeil".

Glen McNeil
Warden, Huron County
On behalf of Huron County Council



CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

322 Main Street South P.O. Box 759

Exeter Ontario

NOM 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

www.southhuron.ca

March 22, 2023

Via email: mwark@huroncounty.ca

Meighan Wark, CAO
County of Huron
1 Courthouse Square
Goderich ON

Re: Report to Council: Cannabis Act Information

South Huron Council passed the following resolution at their March 6, 2023
Regular Council Meeting:

Motion: 071-2023

Moved: A. Neeb

Seconded: J. Dietrich

**That South Huron Council support the County of Huron resolution to
approve the report by CAO Meighan Wark dated February 1, 2023 titled
Report to Council: Cannabis Act Information.**

Disposition: Carried (6-1)

Please find attached the originating correspondence for your reference.

Respectfully,

Alex Wolfe, Deputy Clerk
Municipality of South Huron
awolfe@southhuron.ca
519-235-0310 ext 224

Encl.

cc: Federation of Canadian Municipalities (FCM)
All Municipalities in Ontario

Ministry of Agriculture, Food and Rural Affairs (OMAFRA)

Premier of Ontario

Provincial Minister of the Environment, Conservation and Parks

Provincial Minister of Agriculture

Provincial Minister of Municipal Affairs and Housing

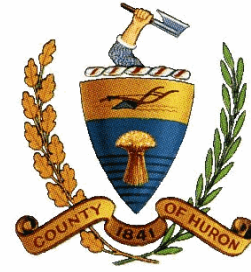
Member of Parliament

Federal Minister of Agriculture and Agri-Food

Federal Minister of Health

OFFICE OF THE WARDEN

Corporation of the County of Huron
1 Courthouse Square
Goderich, Ontario N7A 1M2
www.HuronCounty.ca
Phone: 519.524.8394
Toll Free: 1.888.524.8394



February 1, 2023

Sent via email.

Re: Call to Action: Review of the Cannabis Act

Please note that on February 1, 2023 Huron County Council passed the following motion:

Moved by: Councillor G. Finch and Seconded by: Councillor M. Anderson

THAT:

The Council of the County of Huron approve the report by CAO Meighan Wark dated February 1, 2023 titled Report to Council: Cannabis Act Information as presented;

AND FURTHER THAT:

The Council of the County of Huron advocate for improvements to the Cannabis Act and current legislative framework for cannabis in Canada by sending the report titled *Report for Council: Cannabis Act Information*, including the correspondence found in the appendices, to the Western Ontario Warden's Caucus (WOWC) for discussion and consideration;

AND FURTHER THAT:

The Council of the County of Huron approve forwarding Call to Action Letters to the following for support:

- Federation of Canadian Municipalities (FCM)
- All Municipalities in Ontario
- Ministry of Agriculture, Food and Rural Affairs (OMAFRA)
- Premier of Ontario
- Provincial Minister of the Environment, Conservation and Parks
- Provincial Minister of Agriculture
- Provincial Minister of Municipal Affairs and Housing
- Member of Parliament
- Federal Minister of Agriculture and Agri-Food
- Federal Minister of Health

CARRIED

The County of Huron calls for a review and amendments to the Cannabis Act and the current legislative framework for cannabis in Canada.

To be clear, the County of Huron is not against or opposed to cannabis and we appreciate the role that both the federal and provincial governments provide in assisting municipalities. However, when new legislation is implemented, it is often at the municipal level that the impacts of change can be observed, and notations can be made for areas of improvement. It is vital that municipal governments pay attention and provide information and recommendations to higher levels of government so that continual improvements can be made over time.

It is in this spirit that we provide the following recommendation:

As a municipal government for one of Canada's most agriculturally productive regions and a popular tourism destination, we have been in the position to observe the last several years of legal cannabis production under the Cannabis Act as managed by Health Canada.

Under the current legislative and regulatory framework, we have observed, and continue to observe, serious odour impacts on local communities and residents from cannabis production facilities; including concerns from local medical practitioners about these impacts. Most often, these odour impacts arise from properties used for 'The Production of Cannabis for Own Medical Purposes by a Designated Person'.

In our local municipal experience, these facilities are often established without complying with local municipal zoning and nuisance by-laws, often contain hundreds of cannabis plants for each of the four assigned individuals, and usually do not include adequate odour controls to manage impacts on surrounding homes, public facilities, and the community at large.

To help manage public impacts of cannabis production facilities, we request that all production facilities, including facilities used by a designated person to produce cannabis for an individual's medical purposes, to require confirmation from the local municipality that the facility/site selected complies with all local municipal by-laws and regulations prior to an application being approved by Health Canada. We also request that Health Canada implement a system of minimum setbacks between cannabis production facilities and sensitive odour receptors, including homes and public facilities.

As an agricultural community, we have had extensive experience with the Ontario Ministry of Agriculture, Food and Rural Affairs' Minimum Distance Separation (MDS) Formula, an approach which has been used to successfully manage land use conflicts resulting from odour between livestock facilities and sensitive receptors for almost 50 years. We believe a system based on MDS would be appropriate to manage the

impacts of Health Canada's approved cannabis facilities, including both licensed commercial producers and designated growers for individuals.

In conclusion, we strongly recommend further notice and enhanced consultation with municipal governments when drafting and implementing legislation and regulations related to cannabis production, as there is a direct impact on local municipal operations, local residents, and in some cases, serious issues of non-compliance with local municipal by-laws.

Sincerely,

A handwritten signature in black ink, appearing to read "Glen McNeil".

Glen McNeil
Warden, Huron County
On behalf of Huron County Council



Report for Council: Cannabis Act Information

Prepared: January 2023

Contents

3	Background
3	Cannabis Act: Information For Municipalities
3	1. Licensed Producers
4	2. Personal and Designated Production
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5	Advocacy Efforts to Date
6	Recommendations for Further Advocacy
6	Call to Action Letter
6	Report for Council: Cannabis Act Information (this report)
6	Further Resources
6	The Cannabis Act: The Facts
6	The Cannabis Act
6	Cannabis Information for Municipalities
6	Ontario: Cannabis Control Act
7	Correspondence Received by Council
7	Correspondence to Council, January 2023: Bonnie Shackelton
7	Appendix A
7	Appendix B

Background

On January 18, 2023, Huron County Council passed the following motion:

THAT:

The Council of the County of Huron request staff to prepare a report for Council on the Federal Cannabis Legislation Review with recommendations on options for Huron County to address their concerns with this legislation.

Cannabis Act: Information For Municipalities

According to The Government of Canada's *Information for Municipalities - Medical Use of Cannabis* there are two approved ways medical cannabis can be grown: *Licensed Producers* and *Personal and Designate Production*

1. Licensed Producers

Licensed producers are individuals or companies licensed by Health Canada to produce and sell cannabis for medical purposes. Licensed producers must meet stringent health and safety security requirements before producing and selling cannabis.

When applying to be a licensed producer under the Access to Cannabis for Medical Purposes Regulations (ACMPR), or when applying to amend a licence, an applicant must notify:

- The municipality
- Local fire officials
- Local law enforcement

Licensed producers must also notify these local authorities, within 30 days, after the issuance of a licence or the renewal, amendment, suspension, reinstatement, or revocation of their licence. These notification requirements are intended to provide local authorities with information about activities with cannabis conducted in their jurisdiction to allow them to take appropriate measures, as applicable.

Licensed producers are expected to obey all relevant federal, provincial and municipal laws and by-laws, including municipal zoning by-laws.

2. Personal and Designated Production

If a person wants to produce a limited amount of cannabis for his/her own medical purposes, he/she needs to register with Health Canada. He/she can also choose to designate another person to produce a limited amount of cannabis for him/her. A person can produce a limited number of marijuana plants under a maximum of two registrations (for one other person and him/herself, or two other people). Marijuana plants may be produced under a maximum of four registrations at one address.

A registered or designated person is permitted to produce marijuana plants indoors and/or outdoors, but not both at the same time. If a person wishes to produce marijuana plants outdoors, the boundary of the land on which the production site is located cannot have any points in common with the boundary of the land on which a school, public playground, day care facility or other public place frequented mainly by persons under 18 years of age.

The number of plants a person can grow is determined by the daily amount recommended by their health care practitioner and a set of formulas in the regulations.

Health Canada also recommends that registered and designated persons be discreet with their production.

Individuals who are registered with Health Canada to produce a limited amount of cannabis for medical purposes are expected to obey all federal, provincial and municipal laws and by-laws.

Community Expressed Concerns

Recently, some concerns regarding the Cannabis Act and local growing practices have been expressed by community members. Some of the topics of concern expressed have included:

- Excessive noise produced by ventilation units
- Serious odour impacts from production
- Health concerns from neighbouring property owners
- Questions regarding zoning requirements for Cannabis operations, particularly in regards to areas zoned residential
- The current lack of a Minimum Distance Separation (MDS) between licensed facilities/designate growers, and homes, public facilities

Impact to the Municipality

Community concerns regarding the Cannabis Act have an impact on the municipality. These impacts include the costs associated with Council and staff time and legal fees. There is also a potential for community disruption pertaining to licenses issued under the Federal Medical Cannabis Registration process.

It is important to note that the municipality's concerns expressed in this report are not against or opposed to cannabis. The County of Huron appreciates the role that both the federal and provincial governments provide in assisting municipalities. However, when new legislation is implemented, it is often at the municipal level that the impacts of change can be observed and notations can be made for areas of improvement. It is vital that municipal governments pay attention and provide information and recommendations to other levels of government so that continual improvements can be made over time.

Advocacy Efforts to Date

On October 5, 2022 a letter was sent to the Cannabis Act Legislative Review Secretariat of Health Canada. The letter offered requested feedback on the Cannabis Act and a recommendation for a Minimum Distance Separation to protect residential areas.

See Appendix A.

Recommendations for Further Advocacy

Report for Council: Cannabis Act Information (this report)

Further advocacy could be accomplished by sending this report, including the correspondence found in the appendices, to the Western Ontario Warden's Caucus (WOWC) for discussion and consideration.

A Call to Action Letter could be sent on behalf of WOWC, and all WOWC member municipalities could be invited to send similar letters to the agencies and individuals outlined below.

Call to Action Letter

A sample Call to Action Letter for Huron County can be found in Appendix B. Once approved by Council, letters could be sent to:

- Federation of Canadian Municipalities (FCM)
- All Municipalities in Ontario
- Ministry of Agriculture, Food and Rural Affairs (OMAFRA)
- Premier of Ontario: Doug Ford
- Provincial Minister of the Environment, Conservation and Parks: David Piccini
- Provincial Minister of Agriculture: Lisa Thompson
- Provincial Minister of Municipal Affairs and Housing: Steve Clark
- Member of Parliament: Ben Lobb
- Federal Minister of Agriculture and Agri-Food: Marie-Claude Bibeau
- Federal Minister of Health: Jean-Yves Duclos

Further Resources

The Cannabis Act: The Facts

<https://www.canada.ca/en/health-canada/news/2018/06/backgrounder-the-cannabis-act-the-facts.html>

The Cannabis Act

https://laws-lois.justice.gc.ca/eng/annualstatutes/2018_16/FullText.html#:~:text=The%20objectives%20of%20the%20Act,operating%20outside%20the%20legal%20framework

Cannabis Information for Municipalities

<https://www.canada.ca/en/health-canada/services/drugs-medication/cannabis/information-municipalities.html>

Ontario: Cannabis Control Act

<https://www.ontario.ca/laws/statute/17c26>

Correspondence Received by Council

Correspondence to Council, January 2023: Bonnie Shackelton

<https://agendas.huroncounty.ca/agendapublic/AttachmentViewer.ashx?AttachmentID=7134&ItemID=5394>

Appendix A

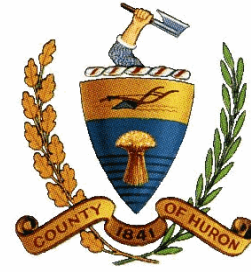
Copy of the letter sent to the Cannabis Act Legislative Review Secretariat of Health Canada on October 5, 2022

Appendix B

Sample Call to Action Letter

OFFICE OF THE WARDEN

Corporation of the County of Huron
1 Courthouse Square
Goderich, Ontario N7A 1M2
www.HuronCounty.ca
Phone: 519.524.8394
Toll Free: 1.888.524.8394



October, 5, 2022

To: Cannabis Act Legislative Review Secretariat
Health Canada
Address locator 03021
Ottawa, Ontario
K1A 0K9

On October 5, 2022, Huron County Council passed the following motion:

THAT:

The Council of the County of Huron send correspondence to Health Canada requesting consultation when implementing legislation on cannabis regulation as there is a direct impact on municipal operations and sometimes non compliancy to municipal by-laws;

AND FURTHER THAT:

The Council of the County of Huron recommends the inclusion of a system of Minimum Distance Separation to protect residential areas;

AND FURTHER THAT:

This correspondence be circulated to Huron County local municipalities for support.

Thank you for requesting feedback on the Cannabis Act and the current legislative framework for cannabis in Canada. As a municipal government for one of Canada's most agriculturally productive regions, and a popular tourism destination, we have been in the position to observe areas for improvement during the last several years of legal cannabis production under the Cannabis Act as managed by Health Canada.

Under the current legislative and regulatory framework, we have observed, and continue to observe, serious odour impacts on local communities and residents from cannabis production facilities; including concerns from local medical practitioners about these impacts. Most often, these odour impacts arise from properties used for 'The Production of Cannabis for Own Medical Purposes by a Designated Person'.

In our local municipal experience, these facilities are often established without complying with local municipal zoning and nuisance by-laws, often contain hundreds

of cannabis plants for each of the four assigned individuals, and usually do not include adequate odour controls to manage impacts on surrounding homes, public facilities, and the community at large.

To help manage public impacts of cannabis production facilities, we request that all production facilities, including facilities used by a designated person to produce cannabis for an individual's medical purposes, require confirmation from the local municipality that the facility/site selected complies with all local municipal by-laws and regulations prior to an application being approved by Health Canada. We also request that Health Canada implement a system of minimum setbacks between cannabis production facilities and sensitive odour receptors, including homes and public facilities.

As an agricultural community we have had extensive experience with the Ontario Ministry of Agriculture, Food and Rural Affairs Minimum Distance Separation (MDS) Formula, an approach which has been used to successfully manage land use conflicts resulting from odour between livestock facilities and sensitive receptors for almost fifty years. We believe a system based on MDS would be appropriate to manage the impacts of Health Canada's approved cannabis facilities, including both licensed commercial producers and designated growers for individuals.

In conclusion, we strongly recommend enhanced consultation with municipal governments and request further notice and consultation with the County of Huron when drafting and implementing legislation and regulations dealing with matters related to cannabis production, as there is a direct impact on local municipal operations, local residents, and in some cases serious issues of non-compliance with local municipal by-laws.

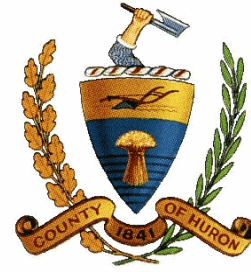
Sincerely,

A handwritten signature in black ink, appearing to read "Glen McNeil".

Glen McNeil
Warden, Huron County
On behalf of Huron County Council

OFFICE OF THE WARDEN

Corporation of the County of Huron
1 Courthouse Square
Goderich, Ontario N7A 1M2
www.HuronCounty.ca
Phone: 519.524.8394
Toll Free: 1.888.524.8394



{insert date}

To: {insert recipient}

Re: Call to Action: Review of the Cannabis Act

On {insert date}, Huron County Council passed the following motion:

THAT:

{insert motion}

AND FURTHER THAT:

{insert motion}

The County of Huron calls for a review and amendments to the Cannabis Act and the current legislative framework for cannabis in Canada.

To be clear, the County of Huron is not against or opposed to cannabis and we appreciate the role that both the federal and provincial governments provide in assisting municipalities. However, when new legislation is implemented, it is often at the municipal level that the impacts of change can be observed, and notations can be made for areas of improvement. It is vital that municipal governments pay attention and provide information and recommendations to higher levels of government so that continual improvements can be made over time.

It is in this spirit that we provide the following recommendation:

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In conclusion, we strongly recommend further notice and enhanced consultation with municipal governments when drafting and implementing legislation and regulations related to cannabis production, as there is a direct impact on local municipal operations, local residents, and in some cases, serious issues of non-compliance with local municipal by-laws.

Sincerely,



Glen McNeil
Warden, Huron County
On behalf of Huron County Council



City of Welland
Office of the Chief Administrative Officer
Office of the City Clerk
60 East Main Street, Welland, ON L3B 3X4
Phone: 905-735-1700 Ext. 2159 | **Fax:** 905-732-1919
Email: clerk@welland.ca | www.welland.ca

March 10, 2023

File No. 23-53

SENT VIA EMAIL

Town of Grimsby
160 Livingston Avenue,
Grimsby, ON L3M 0J5

Attention: Bonnie Nistico-Dunk, Town Clerk

Dear Bonnie:

Re: March 7, 2023 – WELLAND CITY COUNCIL

At its meeting of March 7, 2023, Welland City Council passed the following motion:

“THAT THE COUNCIL OF THE CITY OF WELLAND receives for information the correspondence from the Town of Grimsby dated February 24, 2023 regarding barriers for women in politics.”

Yours truly,

Tara Stephens
City Clerk

TS:cap

- c.c.: - All Ontario Municipalities, sent via email
- Steve Clark, Minister of Municipal Affairs and Housing, sent via email
 - Jeff Burch, MPP, sent via email
 - Vance Badaway, MP, sent via email
 - Association of Municipalities of Ontario, sent via email
 - Federation of Canadian Municipalities, sent via email

The Corporation of the City of Cambridge
Corporate Services Department
Clerk's Division
The City of Cambridge
50 Dickson Street, P.O. Box 669
Cambridge ON N1R 5W8
Tel: (519) 740-4680 ext. 4585
mantond@cambridge.ca

March 15, 2023

Re: Barriers for Women in Politics

At the Special Council Meeting of March 14, 2023, the Council of the Corporation of the City of Cambridge passed the following Motion:

WHEREAS the City of Cambridge values respect, integrity, equity, inclusivity and service in all areas of life, including politics;

WHEREAS women have historically been underrepresented in politics and continue to face barriers and discrimination in their pursuit of elected office;

WHEREAS misogyny and harassment have been identified as significant challenges for women in politics, both in Canada and around the world;

WHEREAS the City of Cambridge believes that all individuals have the right to participate in a political environment that is free from discrimination, harassment, and misogyny;

THEREFORE, BE IT RESOLVED that the City of Cambridge expresses its support for women in politics and their right to participate in a political environment that is free from misogyny and harassment and where everyone feels equitable;

BE IT FURTHER RESOLVED that the City of Cambridge commits to taking steps to ensure that our political environment is inclusive and welcoming to all individuals, regardless of gender, race, ethnicity, religion, sexual orientation, or other identity factors;


BE IT FURTHER RESOLVED that the City of Cambridge joins the Town of Grimsby in encouraging other municipalities in Ontario and across Canada to join us in supporting women in politics and promoting gender equity in all areas of society;

BE IT FURTHER RESOLVED that a copy of this resolution be sent to all Ontario Municipalities for endorsement, the Premier of Ontario, the Minister of Municipal

Affairs and Housing, Cambridge's MP and MPP, and the Association of Municipalities of Ontario to express the City of Cambridge's commitment to this issue and encourage action at the provincial level to create legislation to ensure equity, safety, and security.

Should you have any questions related to the approved resolution, please contact me.

Yours Truly,



Danielle Manton
City Clerk

Cc: (via email)
Hon. Premier Ford
Minister of Municipal Affairs and Housing
Cambridge's MP and MPP
Association of Municipalities of Ontario
All Ontario Municipalities



Township of Lucan Biddulph

270 Main Street
P.O Box 190, Lucan, Ontario N0M 2J0
Phone (519) 227-4491; Fax (519) 227-4998

March 22, 2023

VIA EMAIL

Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A4

Attention: Doug Ford, Premier

Dear Mr. Ford:

RE: Barriers for Women in Politics

Please be advised that the Council of the Corporation of the Township of Lucan Biddulph at its meeting held on March 21, 2023 passed the following resolution:

Resolution No. 2023-095
Moved by D. Regan
Seconded by A. Westman

WHEREAS, the Township of Lucan Biddulph values equality and inclusivity in all areas of life, including politics;

WHEREAS, women have historically been underrepresented in politics, and continue to face barriers and discrimination in their pursuit of elected office;

WHEREAS, misogyny and harassment have been identified as significant challenges for women in politics, both in Canada and around the world;

WHEREAS, the Township of Lucan Biddulph believes that all individuals have the right to participate in a political environment that is free from discrimination, harassment, and misogyny;

THEREFORE, BE IT RESOLVED, that the Township of Lucan Biddulph expresses its support for women in politics and their right to participate in a political environment that is free from misogyny and harassment, and where everyone feels equal.

BE IT FURTHER RESOLVED, that the Township of Lucan Biddulph commits to taking steps to ensure that our political environment is inclusive and welcoming to all individuals, regardless of gender, race, ethnicity, religion, sexual orientation, or other identity factors.

BE IT FURTHER RESOLVED, that the Township of Lucan Biddulph encourages other municipalities in Ontario and across Canada to join us in supporting women in politics and promoting gender equality in all areas of society.

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to all Ontario Municipalities for endorsement, the Premier of Ontario, the Minister of Municipal Affairs and Housing, Middlesex County MP and MPP, and the Association of Municipalities of Ontario to express the Township of Lucan Biddulph's commitment to this issue and encourage action at the provincial level to create legislation to ensure equality, safety, and security.

CARRIED

If you require any additional information, please contact my office.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ron Reymmer', with a stylized flourish at the end.

Ron Reymmer
CAO/Clerk

cc. All Ontario Municipalities
Steve Clark, Minister of Municipal Affairs and Housing
Lianne Rood, MP – Lambton, Kent, Middlesex
Monte McNaughton, MPP – Lambton, Kent, Middlesex
Association of Municipalities of Ontario



The Honourable Doug Ford
Premier of Ontario
premier@ontario.ca

DELIVERED VIA EMAIL

March 22nd 2023

Re: Barriers for Women in Politics

Dear Premier Ford,

Please be advised that at the Regular Council Meeting on March 8th 2023, the Town of Plympton-Wyoming Council passed the following motion, supporting the resolution from the Council of the Town of Grimsby regarding *Barriers for Women in Politics*.

Motion 19

Moved by Councillor Kristen Rodrigues

Seconded by Councillor Bob Woolvett

That Council support item 'I' of correspondence from the Town of Grimsby regarding Barriers for Women in Politics.

Carried.

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at dgiles@plympton-wyoming.ca.

Sincerely,

Denny Giles
Deputy Clerk
Town of Plympton-Wyoming

cc: Hon. Steve Clark, Minister of Municipal Affairs & Housing
Bob Bailey, MPP – Sarnia-Lambton
Association of Municipalities of Ontario
All Ontario Municipalities

March 14, 2023

The Honourable Steve Clark
Minister of Municipal Affairs and Housing
Via email: minister.mah@ontario.ca

RE: Future Accuracy of the Permanent Register of Electors

Dear Minister Clark,

During the February 27, 2023 regular meeting of council, the resolution received from the Township of Ashfield-Colborne-Wawanosh was brought forward and discussed, the following resolution was carried:

Moved: Bill Clark Seconded: Ross O'Hara

THAT the Council of the Town of Petrolia support the Township of Ashfield-Colborne-Wawanosh regarding Future Accuracy of the Permanent Register of Electors.
AND THAT the Council of the Town of Petrolia requests that the Province of Ontario, through Elections Ontario and the Chief Electoral Officer utilize any resources available to produce the highest quality Permanent Register of Electors;
AND FURTHER THAT this resolution be circulated to the Township of Ashfield-Colborne-Wawanosh, Minister of Municipal Affairs and Housing, Elections Ontario, MPP Lisa Thompson, MPP Bob Bailey and Ontario Municipal Councils for their support.

Carried

Thank you for circulating this item for County of Lambton Council consideration.

Kind regards,

Original Signed

Mandi Pearson
Clerk/Operations Clerk

cc: file
Township of Ashfield-Colborne-Wawanosh clerk@acwtownship.ca
Elections Ontario info@elections.on.ca
MPP Lisa Thompson, lisa.thompsonco@pc.ola.org
MPP Bob Bailey, Sarnia-Lambton bob.baileyco@pc.ola.org
Municipalities of Ontario

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

411 Greenfield Street, Petrolia, ON, N0N 1R0

www.town.petrolia.on.ca





Township of Lucan Biddulph

270 Main Street
P.O Box 190, Lucan, Ontario N0M 2J0
Phone (519) 227-4491; Fax (519) 227-4998

March 22, 2023

The Honorable Steve Clark
Minister of Municipal Affairs and Housing

RE: Future Accuracy of Permanent Register of Electors

Please be advised that the Council of the Corporation of the Township of Lucan Biddulph at its meeting held on March 21, 2023 passed the following resolution:

Resolution No. 2023-094
Moved by Councillor D. Regan
Seconded by Deputy Mayor D. Manders

WHEREAS concerns surrounding the accuracy of the Voters' List has been highlighted in elections past and inaccuracies continue to plague municipal elections;

AND WHEREAS the Chief Electoral Officer for the Province of Ontario now has the responsibility to prepare and maintain a Permanent Register of Electors, under the Elections Act, for future municipal elections;

AND WHEREAS an accurate Permanent Register of Electors is paramount in upholding the integrity of democratic government;

AND WHEREAS an accurate Permanent Register of Electors could increase voter turnout statistics and possibly contribute to positive voter apathy;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Lucan Biddulph requests that the Province of Ontario, through Elections Ontario and the Chief Electoral Officer utilize any resources available to produce the highest quality Permanent Register of Electors;

AND FURTHER THAT this resolution be circulated to the Minister of Municipal Affairs and Housing, Elections Ontario, MPP Monte McNaughton and Ontario Municipal Councils for their support.

CARRIED

If you require any additional information, please contact my office.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ron Reymer', with a stylized, cursive script.

Ron Reymer
CAO/Clerk

cc. All Ontario Municipalities
Greg Essensa, Chief Electoral Officer for Ontario
Monte McNaughton, MPP – Lambton, Kent, Middlesex



The Honourable Steve Clark
Minister of Municipal Affairs & Housing
minister.mah@ontario.ca

DELIVERED VIA EMAIL

March 22nd 2023

Re: Future Accuracy of the Permanent Register of Electors

Dear Minister Clark,

Please be advised that at the Regular Council Meeting on March 8th 2023, the Town of Plympton-Wyoming Council passed the following motion, supporting the resolution from the Council of the Township of Ashfield-Colborne-Wawanosh regarding *Future Accuracy of the Permanent Register of Electors*.

Motion 20

Moved by Councillor Alex Boughen

Seconded by Councillor Mike Vasey

That Council support item 'G' of correspondence from the Township of Ashfield-Colborne-Wawanosh regarding an Accurate Voters List.

Carried.

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at dgiles@plympton-wyoming.ca.

Sincerely,

Denny Giles
Deputy Clerk
Town of Plympton-Wyoming

cc: Greg Essensa, Chief Electoral Officer for Ontario
Bob Bailey, Sarnia-Lambton MPP
All Ontario Municipalities

March 9, 2023

Attention: Municipal Clerk

Subject: Municipal Engineers Association 2023 Bursary Awards Program

The Municipal Engineers Association (MEA) is pleased to advise that it will be offering its 2023 Bursary Program to assist students enrolling in the first year of an engineering program at the University level for the upcoming 2023/2024 academic year. This is the 16th consecutive year the MEA will be awarding bursaries to prospective engineering students. Since the inception of the program, the MEA has awarded over \$165,000 to children/dependents of municipal employees and elected councillors. Up to ten (10) awards will be provided this year; the two (2) highest scoring applications will receive the *John Hammer Memorial Bursary* and the *William Robinson Memorial Bursary* valued at \$2,000 each; the balance valued at \$1,500 each.

The MEA is a non-profit association representing the interests of over 1,100 municipal engineers across Ontario who are employed as professional engineers at Ontario municipalities and other provincial agencies serving in the engineering/public works field. The MEA values the contribution of all municipal employees, is committed to the technical excellence of our future municipal engineers, is sensitive to serving the community and the need for effective communication skills.

Please find attached the following items:

1. Eligibility and Selection Criteria
2. 2023 MEA Bursary Application form (applications can also be done online).
3. Bursary Notice Flyer (1 page) that can be used to assist you in publicizing this year's bursary at your municipality.

The above items are also available for download at www.municipalengineers.on.ca/bursary.

We respectfully request that the Clerk's office make reasonable efforts to notify their municipal employees about the availability of the MEA's 2022 Bursary Program including the selection criteria, application process and the deadline (midnight May 14, 2023).

We appreciate the opportunity to work with the children/dependents of municipal employees to contribute to their academic studies to become engineers. If you require any additional information or have any questions, please feel free to contact the undersigned.

Yours sincerely,



D.M. (Dan) Cozzi, P. Eng.
Executive Director
Municipal Engineers Association



1525 Cornwall Road, Unit 22
Oakville, ON L6J 0B2
Tel: (289) 291-6472
info@municipalengineers.on.ca

2023 MEA Bursary Awards Program

- A. Purpose
- B. Eligibility
- C. Application Requirements
- D. Selection Committee and Awards Criteria
- E. Photos and Communications

A. Purpose

The MEA Bursary Program provides financial assistance to encourage secondary school students to pursue a career in engineering. Up to ten (10) bursaries will be awarded to students enrolling into an Engineering Program at the University level. The two (s) highest scoring applications will receive the:

- *John Hammer Memorial Bursary* valued at \$2,000; and,
- *William Robinson Memorial Bursary* valued at \$2,000.

The balance of the bursaries are valued at \$1,500 each.

B. Eligibility

- The MEA Bursary Program is open to all children and/or dependents of current, full-time, municipal employees and elected municipal Councillors in Ontario. Full-time “part-time” employees who work at least 24 hours per week are also eligible if they qualify for OMERS pension and benefits.
- Must be an Ontario resident and Canadian citizen.
- Student must be in the process of completing a secondary school program in Ontario and be eligible for graduation in the year of application.
- Student must have been accepted and commit to entering an undergraduate engineering program (1st year) at a Canadian University as a full-time student.
- Interest in, and contribution to, their community through active participation in extracurricular activities at their school and/or in civic organizations.
- The awards are non-renewable and non-transferable.

C. Application Requirements

- Each application (attached) will include the following:
 - Name and signature of applicant
 - name(s) and signature(s) of parent/guardian and the name of the municipality where employed;
 - Applicant’s secondary school transcript;
 - Applicant’s resume that includes details of extracurricular activities and contributions to their community;
 - Demonstration of financial need;
 - 300-word explanation of why the applicant aspires to be an engineer;
 - 500-word essay on a topic of the applicant’s choice relating to municipal engineering or public works
- Each application must include a copy of the University Admission Offer Letters and/or any other supporting documents confirming enrolment/acceptance at an Ontario University (or equivalent) and their response to enter into an undergraduate engineering program as a full-time student (***if this is not available at the time of submission, the application can proceed, but it must be provided prior to actual award of the MEA bursary cheque***).
- Applicants are encouraged to submit their application online at www.municipalengineers.on.ca. Alternatively, applications may be submitted in PDF format and emailed to info@municipalengineers.on.ca.
- Submission deadlines for all applications will be midnight on **May 14, 2023**.

D. Selection Committee and Awards Criteria

- All bursary applications will be reviewed/judged by the Municipal Engineers Association through its Bursary Committee and will be assessed/scored/ranked as follows:
 - Complete Application: 15 Points
 - Demonstrated Financial Need: 10 Points
 - Extra-curricular activities (sports/volunteerism, helping others): 15 Points
 - Why They Aspire to be an Engineer: 25 Points
 - Essay Component (creativity, logical, grammar/spelling): 20 Points
 - Overall Quality of Application: 15 Points
- As many as 10 applications will be awarded bursaries.
- The 2 highest ranked applications will be awarded the ***John Hammer Memorial Bursary and William Robinson Memorial Bursary*** valued at \$2,000 each
- the balance of awards will be for \$1,500 each.
- All decisions of the Bursary Committee are final - only those receiving a bursary award will be notified.
- The monetary awards (cheques) will be forwarded to successful applicants upon the completion of the judging and only after the receipt of university confirmation of acceptance and evidence of student commitment to enter a university engineering program.

E. Consent for Photo & Communications:

- Each Bursary winner will be required to provide the MEA with a photo holding the cheque.
- Each Bursary winner consents to:
 - their photo being posted on the MEA's website and used in other communications by the MEA.
 - MEA contacting the municipal council where the parent/guardian is employed notifying them of the award.



1525 Cornwall Road, Unit 22
Oakville, ON L6J 0B2
Tel: (289) 291-6472
info@municipalengineers.on.ca

2023 MEA BURSARY APPLICATION FORM

1. Contact Information

Student Name	
Home Address/Telephone/E-mail	
Parent/Guardian Name	
Parent/Guardian' Municipal Employer & Job Title	
Parent/Guardian's Municipal Business Address/Telephone/E-mail	

2. Education

Please provide us with a copy of secondary school transcript and volunteer hours form.

Letters of reference are welcome.

Post-Secondary Schools applied for	
Engineering Program applied for	

3. Why have you selected an Engineering Program?

Tell us about your interest in the selected education program and why you would like to be an engineer (300-words)

4. Special Interests

Summarize any special interests you have acquired from employment, volunteer work, or through other activities, including hobbies or sports.

5. Why should you receive this Bursary?

Summarize your interest in this bursary. Demonstrate financial need.

6. Essay Submission

Please indicate your essay topic and attach a copy of your essay to this Application (500-words).

7. Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted for this bursary, any false statements, omissions, or other misrepresentations made by me on this application may result in withdrawal of the bursary.

Student Name (printed)	
Applicant Signature / Date	
Parent/Guardian Signature / Date	

NOTE: If you have any questions, please contact: dan.cozzi@municipalengineers.on.ca

2023 MEA BURSARY PROGRAM

The Municipal Engineers Association (MEA) is a non-profit association representing the interests of over 1,100 municipal engineers across Ontario who are employed as professional engineers at Ontario municipalities and other provincial agencies serving in the engineering/public works field. The MEA values the contribution of all municipal employees, is committed to the technical excellence of our future municipal engineers, the need for effective communication skills and is sensitive to serving communities. This is the 16th consecutive year the MEA is offering bursaries to engineering students.

Up to ten (10) bursaries will be awarded to children/dependents of municipal employees and elected councillors entering the 1st year of a university engineering program for the 2023/2024 academic year. The two (2) highest scoring application will receive the *John Hammer Memorial Bursary* and the *William Robinson Memorial Bursary* valued at \$2,000 each; the balance of the bursaries are valued at \$1,500 each.

Candidates must complete an application to the MEA. Please visit www.municipalengineers.on.ca/bursary for further details. The application deadline is midnight, May 14, 2023.

Eligibility

- Candidates must be in their final year of a secondary school program.
- Candidates must have been granted conditional acceptance at a Canadian University in an engineering program (1st year) and will be required to show proof of entering that program.
- Interest in, and contribution to, their community through active participation in extra-curricular activities on campus and/or in civic organizations.
- As part of the application, the Municipal Engineers Association requires the student to submit a 300-word explanation on why they wish to become an engineer and a 500-word essay on an engineering-related topic.
- All applicants must be children and/or dependents of current, full-time municipal employees or elected municipal councillors in Ontario. Full time “part time” employees, who work at least 24 hours per week, are also eligible if they qualify for OMERS pension and benefits.

CORPORATION OF THE TOWNSHIP OF EAST GARAFRAXA

BY-LAW NUMBER XX-2023

BEING A BY-LAW TO AUTHORIZE THE EXECUTION OF AN AGREEMENT BETWEEN MTAG PARALEGAL PROFESSIONAL CORPORATION AND THE CORPORATION OF THE TOWNSHIP OF EAST GARAFRAXA

WHEREAS the Council of the Township of East Garafraxa desires to engage the services of MTAG Paralegal Professional Corporation;

AND WHEREAS the Council of the Township of East Garafraxa deems it expedient to enter into an Agreement with MTAG Paralegal Professional Corporation for professional services.

NOW THEREFORE THE CORPORATION OF THE TOWNSHIP OF EAST GARAFRAXA BY THE MUNICIPAL COUNCIL ENACTS AS FOLLOWS:

1. That the Treasurer be authorized to execute the agreement in the same form or substantially the same form as attached hereto as Schedule "A" which forms part of this By-Law.

BY-LAW READ A FIRST AND SECOND TIME THIS 28th DAY OF MARCH 2023

BY-LAW READ A THIRD TIME AND PASSED THIS 28th DAY OF MARCH 2023

Clerk

Head of Council



ENGAGEMENT AGREEMENT

DATED: March 14, 2023

BETWEEN: MTAG PARALEGAL PROFESSIONAL CORPORATION (the "MTAG PPC") and The Corporation of the Township of East Garafraxa (the "Municipality").

WHEREAS the Municipality desires to engage the services of MTAG PPC, subject to the terms, and conditions and covenants herein provided.

1. **Engagement:** The Municipality hereby engages MTAG PPC to provide the Services described herein (the "Engagement").
2. **Paralegal Services:** During the Term of this Engagement, MTAG PPC shall provide to the Municipality, paralegal services as requested from time to time by the Chief Administration Officer, Chief Financial Officer and/or Treasurer or other authorized staff members of the Municipality, in regard to the representation of the Municipality before the Ontario Property Assessment Review Board and other administrative bodies, as detailed in any Schedule attached to this Agreement from time to time by agreement by both parties (such services being referred to as "**Paralegal Services**").
3. **Additional Services:** From time to time, the Municipality may request MTAG PPC's advice and assistance in respect of non-Paralegal Services, including, but not limited to, advisory and consulting services relating to property assessment, taxation or municipal finance issues, research, policy development and data analytics (such services being referred to as "**Additional Services**"). Any such additional work must be requested in writing by an authorized staff member of the Municipality (herein after referred to as "**Municipal Staff**"). Once requested by Municipal Staff and accepted by MTAG PPC, such additional services shall be provided directly by MTAG PPC. The Paralegal Services and Additional Services are collectively referred to herein as the "**Services**".
4. **Client Instructions.** The Client shall provide MTAG PPC with instructions and approvals in respect of any matter that forms part of the Services, and in particular, the Paralegal Services, as and when MTAG PPC may request, in a timely manner. Without limiting the generality of the foregoing, the Municipality acknowledges that certain time limitations and schedules are imposed by the Assessment Review Board, and that MTAG PPC will not be able to represent the Municipality's interest if such instructions and approvals are not provided in a timely manner.
5. **Compensation:** Compensation for the Services, unless otherwise detailed and mutually agreed upon in a Schedule to this Engagement Agreement, will be billed on an hourly fee basis at the following rates:

Title	Hourly Rate
Directors	\$275 - \$350
Paralegals	\$250 - \$350
Senior Consultants	\$225 - \$325
Expert - Valuation	\$250 - \$300
Assessment/Tax Advisor	\$150 - \$200
Senior Programmer	\$175 - \$225
Support Staff	\$100 - \$150

*Disbursements that are not included must be pre-approved.
HST will be added to the invoice.*



- (a) The hourly fee rates stated above may change from time to time. In the event of a change in the hourly rates, MTAG PPC will provide the Municipality with a revised rate schedule at least sixty (60) days before such rate increases are effective.
 - (b) MTAG PPC may engage expert witnesses and/or advice on the Municipality's behalf in order to support the Services, with the prior consent of Municipal Staff and the Municipality agrees to cover all of the fees and expenses associated or incurred in respect of such engagements.
6. **Billing:** See Schedules for billing terms.
7. **Time Devoted to Work:** The services and hours of work necessary for the performance of the Services will be entirely within MTAG PPC's control and the Municipality will rely upon MTAG PPC to expend such efforts as are reasonably necessary to provide the services in a professional manner and to fulfill the spirit and purpose of this Engagement.
8. **Term:** The term of this Engagement shall commence on the date hereof and shall continue until cancelled in accordance with Section 9 herein.
9. **Termination:** Subject to MTAG PPC's obligations to maintain proper standards of professional conduct, either party may terminate this Engagement upon written notice to the other. For greater certainty, MTAG PPC will not terminate this Engagement where such termination may prejudice the Municipality's case, except where required under the Paralegal's Rules of Conduct. Full payment of all amounts owing or accrued to MTAG PPC shall become due and payable upon termination.
10. **Confidentiality:** MTAG PPC acknowledges that during the performance of the Services, certain confidential information relating to the affairs of the Municipality, its elected officials, employees or taxpayers may be obtained by MTAG PPC. MTAG PPC agrees to protect the confidentiality of such confidential information (including, the treatment of such information as privileged, as appropriate).
11. **Limitation of Liability – Accuracy of Information – Responsibility for Information and Decisions:**
- (a) To the extent that MTAG PPC is providing legal advice, such advice is premised on information made available to it in the context of current applicable laws and it remains the responsibility of the Municipality to make an informed and appropriate decision with regards to all matters under consideration concerning municipal finance, property taxation and or property assessment issues.
 - (b) To the extent that MTAG PPC is providing non-legal services, such services provided by MTAG PPC are advisory only. The Municipality is and remains responsible for any and all decisions made by it after taking into account all relevant considerations which include but are not limited to advisory services.
12. **Transmission of Electronic Data:** The transmission of information, messages, data and/or documents over the internet via e-mail or by other means involves inherent risks in respect of the security and integrity of any such transmission.
- Such transmissions may be at risk of being viewed and/or intercepted by unknown or unintended third parties, and messages, data and/or attachments may be lost, corrupted, fragmented or otherwise distorted during transmission.
- The Municipality acknowledges and agrees that:
- (a) The Municipality recognizes and assumes these and all inherent risks of transmitting privileged, confidential, private or otherwise sensitive information;
 - (b) MTAG PPC is not responsible to the Municipality, nor to any other party for damages arising from the use, interception, corruption, loss or compromise of internet communications, including without limitation, any related, indirect, special or consequential damages unless through the negligence, fault, action or inaction of MTAG PPC.
 - (c) MTAG PPC to provide secure method of transmitting sensitive documents.



13. **Assistance:** The Municipality agrees to provide to MTAG PPC with any information, access to data, documents and assistance as may reasonably be required by MTAG PPC in its performance of the Engagement.
14. **Data Sources and Supply:** The Municipality agrees to supply MTAG PPC with data, documents and information, including access thereto, as MTAG PPC may require or request from time to time to provide the Services, and will supply MTAG PPC with user identification and passwords to Municipal Connect, OPTA or other data sources necessary to provide the Services. The Municipality may be required to provide MTAG PPC with written authorization for the Municipal Property Assessment Corporation ("MPAC") to provide MTAG PPC with a copy of all of the Municipality's property related data for which it is entitled to receive from MPAC.
15. **Intellectual Property and Technology:** MTAG PPC or its affiliates, as applicable, is the sole and exclusive owner of all right, title and interest in and to all intellectual property rights in respect of all technical and scientific information which may be incorporated in the Services and/or any resulting work product.
16. **Relationship of the Parties:** The parties are, and for all purposes shall be deemed to be, independent contractors of each other, and nothing herein shall be deemed to create a partnership, employment and agency relationship between them or their respective employees. MTAG PPC is only engaged by the Municipality to provide the Services as contemplated herein.
17. **Legislative Changes:** It is understood by the Municipality and MTAG PPC that the introduction by the Province of Ontario or the Government of Canada of new or amendments to legislation or regulations having a direct affect on the Services may alter the Services to be delivered to the Municipality hereunder.
18. **Changes to Agreement:** This Agreement may not be amended, except in writing signed by both parties. Nothing in a Schedule amends the provisions of this Agreement unless it explicitly states that it is amending these terms and is signed by an authorized representative of MTAG PPC.
19. **No Assignment or Transfer:** This Agreement cannot be assigned or transferred by either party without the written consent other, such consent not to be unreasonably withheld.
20. **Time of Essence:** Time shall be of the essence in this Engagement Agreement.
21. **Governing Law:** This Agreement shall be construed in accordance with the laws of the Province of Ontario.
22. **Binding Effect:** This Agreement shall be binding upon the parties hereto and their respective successors and assignees.
23. **Notice:** All notices, requests, approvals or other communications (collectively, the "**Notices**") contemplated by the terms hereof or otherwise to be given by one party to the other shall be given in writing by personal delivery or by registered mail to such other party as follows:

(a) To MTAG PPC at:

MTAG Paralegal Professional Corporation
Attention: President
408-383 Richmond Street
London ON N6A 3C4

(b) To the Municipality at:

The Township of East Garafraxa
Attention: Alan Selby, Treasurer
065371 Dufferin County Road 3, Unit 2
East Garafraxa, ON L9W 7J8

or such other address as may be given by such party to the other in writing from time to time.

All such Notices shall be deemed to have been received when delivered, or, if delivered by registered mail, 48 hours at 12:01 a.m. on the day following the day of the mailing thereof. If any Notice shall have been mailed and if regular mail service shall be interrupted by strikes or other irregularities, such Notice shall be deemed to have been received 48 hours after 12:01 a.m. on the day following the resumption of normal mail service, provided that during the period that regular mail service will be interrupted, all Notices shall be given by personal delivery.



24. **Entire Agreement:** This Engagement Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and shall take precedence over any prior agreement(s) with respect to that subject matter.
25. **Headings:** This Engagement Agreement shall be construed as a whole in accordance with its fair meaning. Captions and headings are for reference only and should not be used to construe the meaning thereof.
26. **Further Assurances:** The parties hereto agree to execute such other and further documents as may be necessary or proper in order to consummate or give effect to the transactions contemplated by this agreement.
27. **Communication:** No advertising is to be done without the consent of the municipality, which may be unreasonably withheld.

The attached Schedule(s) are incorporated into, and form an integral part of, the Engagement Agreement.

IN WITNESS WHEREOF this Engagement Agreement has been entered into by the parties hereto as of the _____, 2023 in relation to all actions and activities set out in Schedule A and Schedule B to this Agreement.

The Corporation of the Township of East Garafraxa

Alan Selby Township of East Garafraxa-Treasurer

I have the authority to bind The Corporation of the Township of East Garafraxa

MTAG PARALEGAL PROFESSIONAL CORPORATION

Jeff Young, President

I have the authority to bind MTAG Paralegal Professional Corporation.



ENGAGEMENT AGREEMENT # ____ - ____
SCHEDULE ____

Lead Representative:	Greg Webb, Director
Additional Representatives:	John Innes, Director Brad Dargel, Senior Consultant David James, Paralegal Paul Yeoman, Senior Consultant, Expert Valuator Adam Yeoman, Senior Consultant, Expert Valuator Quinten Hempen, Junior Paralegal
Project Name:	To perform the tasks and activities necessary to follow-up, administer and implement revaluations and changes in assessed value of Gravel Pit/Quarry Properties in the Township of East Garafraxa resulting from the protective appeals filed by MTAG PPC on its behalf.
Description of Services:	<p>The engagement will be led by Greg Webb, who will then call on additional representatives as may be required, following consultation with Township Staff. All activities requiring oversight by a Paralegal will be supervised by David James. The Team will then;</p> <ol style="list-style-type: none">1. Meet with MPAC to review each property that was appealed, apply the principles from the ARB Decision, and determine the CVA and classification.2. Along with MPAC, make best efforts to consult with the owners of all affected properties (if they responded to a SOI) to determine if<ol style="list-style-type: none">a. they will agree to sign Minutes of Settlement to reflect any changes to the CVA and classification, orb. they insist on an appeal hearing.3. Monitor MPAC's progress to ensure that they file Minutes of Settlement for all resolved appeals. Resolved appeals will include those for which the owners have consented and/or those for which the owner is not participating in the appeal. For matters for which the owner has indicated that they wish to proceed to a full hearing, MTAG PPC and/or MPAC will advise the Board of the need for a case conference to set a new SOE;4. Keep Township of East Garafraxa staff apprised of matters for which, despite attempts at consultation, an owner refuses to engage in this process. In those circumstances, MPAC can be expected to advise them of any settlements and to file minutes in accordance with the Board's Rules.
Description of Deliverables:	<ol style="list-style-type: none">1. Update Township of East Garafraxa staff on a regular basis as to the status of appeals.2. Work with MPAC to implement all changes to the valuation of the Gravel Pit/Quarry properties in the Township of East Garafraxa as mandated by the ARB Final Decision regarding the 6 representative Appeals in the County of Wellington.3. Coordinate the supply, completion, filing and distribution of all documentation as may be required by MPAC and the Assessment Review Board in relation to the Township of East Garafraxa's Gravel Pit/Quarry Appeals.4. Perform all the required duties of representative for the Township of East



Garafraxa in these matters and represent its interests and objectives regarding the Gravel Pit/Quarry properties that are being appealed

Exclusions:	None
Time Frame:	March 21, 2023 — Until all matters have been resolved &/or settled with the ARB
Description of Fees:	<p>Time and materials and HST where applicable. MTAG PPC will discuss the scope and projected cost of all activities before they are commenced, and the Township will have the option to set an upset limit on this work that cannot be exceeded without prior agreement.</p> <p>Time will be charged according to the chart provided under Paragraph 5 of the Engagement Agreement</p>
Invoice Details:	Monthly. Invoices are to be remitted by email to: aselby@eastgarafraxa.ca
Payment Terms:	Payment is due 30 days upon receipt of invoice.

IN WITNESS WHEREOF this Schedule has been entered into by the parties hereto as of _____, 2023.

The Corporation of the Township of East Garafraxa

Alan Selby Township of East Garafraxa-Treasurer
I have the authority to bind the Corporation.

MTAG PARALEGAL PROFESSIONAL CORPORATION

Jeff Young, President
I have the authority to bind the Corporation.



ENGAGEMENT AGREEMENT # ____ - ____
SCHEDULE ____

Lead Representative: Greg Webb, Director

Additional Representatives: John Innes, Director
Brad Dargel, Senior Consultant
David James, Paralegal
Paul Yeoman, Senior Consultant, Expert Valuator
Adam Yeoman, Senior Consultant, Expert Valuator
Quinten Hempen, Junior Paralegal

Project Name: To perform the tasks and activities necessary to undertake and file appeals on Gravel Pit/Quarry Properties in the Township of East Garafraxa on its behalf.

Description of Services: The engagement will be led by Greg Webb, who will then call on additional representatives as may be required, following consultation with Township Staff. The Consulting Team will then;

1. Review current MPAC data for pit and quarry properties in the Township.
2. Use available aerial imagery and/or drive-by inspection to determine the extent of activity at each property, then compare this to each site's current licensing status with the Province of Ontario.
3. Review the Provincial Database of Pit and Quarry properties for all licensed sites under the *Aggregate Resources Act* and compile a list of these properties in the Township of East Garafraxa.
4. Cross-reference Provincial Licensing information against MPAC data for sites that are licensed and operating as gravel pit or quarries to help identify whether any properties appear to have been mis-classified by MPAC and therefore omitted from the Township's assessment roll.
5. Generate a robust listing of all gravel pit and quarry properties in the Township of East Garafraxa that MTAG recommends be appealed to the Assessment Review Board for the 2023 tax year in order to receive instructions as to which properties 2023 appeals should be filed with the Assessment review Board on behalf of the Township of East Garafraxa by the March 31, 2023 deadline for doing so.
6. Discuss all findings and recommendations with Township of East Garafraxa Staff, and if requested, with Township Council.
7. Upon receiving confirmation as to which appeals to file, MTAG PPC will forward notice letters to the owners (a legal requirement) that the valuation of their properties is being appealed by the Township of East Garafraxa.
8. Concurrently, MTAG PPC will file the notices of appeals as confirmed with the Assessment Review Board and notify MPAC/property owners that MTAG PPC is the representative of record for these appeals on behalf of the Township of East Garafraxa.

These activities will be completed prior to the Assessment Review Board's



March 31, 2023, deadline.

- Description of Deliverables:**
1. Deliver a list of properties that MTAG PPC believes should be appealed for the 2023 Taxation Year.
 2. Forward notice letters to the owners of all properties being appealed advising them that the valuation of their properties is being appealed by the Township of East Garafraxa.
 3. File the notices of appeals for all properties as confirmed by the Township's representatives with the Assessment Review Board and notify MPAC and all property owners that MTAG PPC is the representative of record for these appeals on behalf of the Township of East Garafraxa.
 4. Perform all the required duties of representative for the Township of East Garafraxa in these matters and represent its interests and objectives regarding the Gravel Pit/Quarry properties that are being appealed

Exclusions: None

Time Frame: March 14, 2023 — Until all matters (appeals) have been filed with the ARB or March 31, 2023

Description of Fees: \$4,900 plus HST plus Disbursements and Assessment Review Board Filing Fees where applicable.

Invoice Details: April 1, 2023 once all appeals have been filed. Invoice will be for the total cost of the engagement, and to be remitted by email to:
aselby@eastgarafraxa.ca

Payment Terms: Payment is due 30 days upon receipt of invoice.

IN WITNESS WHEREOF this Schedule has been entered into by the parties hereto as of _____, 2023.

The Corporation of the Township of East Garafraxa

Alan Selby Township of east Garafraxa-Treasurer
I have the authority to bind the Corporation.

MTAG PARALEGAL PROFESSIONAL CORPORATION

Jeff Young, President
I have the authority to bind the Corporation.

The Corporation of The Township of East Garafraxa

By-Law XX-2023

BEING A BY-LAW TO PROVIDE FOR THE LEVY AND COLLECTION OF TAXES REQUIRED FOR THE TOWNSHIP OF EAST GARAFRAXA FOR THE YEAR 2023

WHEREAS it is necessary for the Council of the Corporation of the Township of East Garafraxa pursuant to The Municipal Act, 2001, S.O. 2001, c.25, as amended, to Levy on the whole rateable property according to the last revised assessment roll for the Corporation of the Township of East Garafraxa the sums set forth for various purposes as set out in **Schedule "A"** hereto attached for the year 2023;

AND WHEREAS pursuant to the County of Dufferin By-Law Number 2023-15, the County of Dufferin passed a by-law to set tax ratios and to set tax rate reductions for prescribed property subclasses for county purposes and lower tier municipal purposes for the year 2023;

AND WHEREAS the transition tax ratios established the relative amount of taxation to be borne by each property class and have been set for the taxation year 2023 as follows:

Residential Class	1.0000
Multi-Residential Class	2.0000
New Multi-Residential Class	1.1000
Commercial Class	1.2200
Industrial Class	2.1984
Pipeline Class	0.8421
Landfills Class	1.1815
Farmlands Class	0.2200
Managed Forest Class	0.2500

AND WHEREAS the property classes have been prescribed by the Minister of Finance under The Assessment Act R.S.O. 1990 c.A.31 as amended and regulations thereto;

AND WHEREAS an Interim Levy was made before the adoption of the estimates for the current year;

NOW THEREFORE, the Council of the Corporation of the Township of East Garafraxa enacts as follows:

THAT for the year 2023, the Corporation of the Township of East Garafraxa shall levy upon the above noted classes of property, as applicable, the rates of taxation per current value assessment to raise the sum of \$3,488,953.00 for General Municipal Purposes based on the estimates for the current year.

THAT every owner be taxed according to the tax rates in this by-law, together with such tax rates as are properly set by the County of Dufferin for County purposes and by the Province of Ontario for Education purposes, and such taxes shall become due and payable as follows:

1. The taxes shall be payable to the Treasurer, Township of East Garafraxa in four instalments, namely:
February 16, 2023
May 18, 2023
August 17, 2023
November 16, 2023
2. In the event that the Provincial "OPTA" system does not have the necessary data to provide on Commercial, Industrial and Multi-Residential tax capping to permit processing tax bills for these instalment dates, then the Treasurer is authorized to process tax bills for the remaining tax classes and to establish later tax instalment due date(s) for the Commercial, Industrial and Multi- Residential tax classes on a separate tax bill.
3. Any instalment or any part of any instalment of rates, taxes and assessments not paid on the due date, a penalty shall be added of one and one quarter (1.25) per cent on the first day of default and on the first day of each calendar month thereafter in which default continues, as set out in the Municipal Act.

- 4. The Treasurer shall add all special charges required pursuant to any statute or by-law to the respective properties chargeable thereto and that the same shall be collected by the collector in the manner as all other rates or levies.
- 5. The Treasurer as the Collector of Taxes for the Township of East Garafraxa is hereby authorized to mail or cause to be mailed, the notice specifying the amount of taxes payable by any person liable for taxes, to the address or place of business of the person or persons to whom such notice is required to be given.
- 6. Taxes are payable at the office of the Tax Collector of the Township East Garafraxa or any other place designated by the said collector.
- 7. If any section or portion of this by-law or of Schedule "A" is found by a court of competent jurisdiction to be invalid, it is the intent of the Council of the Township of East Garafraxa that all remaining sections and portions of this by-law and Schedule "A" continues in force and effect.
- 8. Schedule "A" attached hereto shall be and form a part of this by-law.

This by-law shall come into force and effect upon the date of its final passing.

BY-LAW READ A FIRST AND SECOND TIME THIS 28th DAY OF March 2023

BY-LAW READ A THIRD TIME AND PASSED THIS 28th DAY OF March 2023

Clerk

Head of Council

SCHEDULE A to BY-LAW xx -2023

**TOWNSHIP OF EAST GARAFRAXA
2023 TAX RATES & LEVIES**

TOWNSHIP OF EAST GARAFRAXA

2023 TAXES TO BE LEVIED

Property Class	Tax Class	Township of East Garafraxa	County of Dufferin	Provincial Education	2023 Total Tax Rates	2023 CVA	Township of East Garafraxa Tax Levy	County of Dufferin Tax Levy	Education Tax Levy	Total 2023 Tax Levy
		Tax Rates	Tax Rates	Tax Rates	Tax Rates					
Residential	RT	0.547281%	0.383894%	0.153000%	1.084175%	\$548,959,300	\$3,004,352.95	\$2,107,421.82	\$839,907.73	\$5,951,682.49
Residential Full, Shared PIL	RH	0.547281%	0.383894%	0.153000%	1.084175%	\$153,400	\$839.53	\$588.89	\$234.70	\$1,663.12
Commercial Full (Occupied)	CT	0.667683%	0.468351%	0.880000%	2.016034%	\$16,663,200	\$111,257.32	\$78,042.26	\$146,636.16	\$335,935.75
Commercial Vacant Land	CX	0.467378%	0.327846%	0.880000%	1.675224%	\$0	\$0.00	\$0.00	\$0.00	\$0.00
Commercial Excess Land	CU	0.467378%	0.327846%	0.880000%	1.675224%	\$392,700	\$1,835.39	\$1,287.45	\$3,455.76	\$6,578.60
Industrial (Occupied)	IT	1.203143%	0.843953%	0.880000%	2.927096%	\$6,899,900	\$83,015.63	\$58,231.91	\$60,719.12	\$201,966.67
Industrial Vacant Land	IX	0.842200%	0.590767%	0.880000%	2.312967%	\$0	\$0.00	\$0.00	\$0.00	\$0.00
Industrial Excess Land	IU	0.842200%	0.590767%	0.880000%	2.312967%	\$24,400	\$205.50	\$144.15	\$214.72	\$564.36
Pipeline	PT	0.460865%	0.323277%	0.856022%	1.640164%	\$413,000	\$1,903.35	\$1,335.13	\$3,535.37	\$6,773.86
Farmlands	FT	0.120402%	0.084457%	0.038250%	0.243109%	\$230,079,100	\$277,019.42	\$194,317.91	\$88,005.26	\$559,342.59
Managed Forest	TT	0.136820%	0.095974%	0.038250%	0.271044%	\$6,230,000	\$8,523.90	\$5,979.18	\$2,382.98	\$16,886.06
						\$809,815,000				
TOTAL AMOUNTS TO BE RAISED							\$3,488,953.00	\$2,447,348.70	\$1,145,091.79	\$7,081,393.50

CORPORATION OF THE TOWNSHIP OF EAST GARAFRAXA

BY-LAW NUMBER XX-2023

**A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE
COUNCIL OF THE CORPORATION OF THE TOWNSHIP
OF EAST GARAFRAXA AT ITS MEETING HELD ON
MARCH 28, 2023**

WHEREAS Section 5(1) of the Municipal Act, 2001, as amended provides the powers of a Municipal corporation are to be exercised by its Council;

AND WHEREAS Section 5(3) of the Municipal Act, 2001, as amended provides that municipal powers shall be exercised by by-law;

**NOW THEREFORE THE CORPORATION OF THE TOWNSHIP OF EAST GARAFRAXA
BY THE MUNICIPAL COUNCIL ENACTS AS FOLLOWS:**

1. All actions of the Council of the Corporation of the Township of East Garafraxa at the Electronic Council Meeting on March 28, 2023, to every report, motion, by-law, or other action passed and taken by the Council, including the exercise of natural person powers, are hereby adopted, ratified and confirmed as if each report, motion, resolution or other action was adopted, ratified and confirmed by its separate by-law.
2. The Head of Council and Officers of the Corporation of the Township of East Garafraxa are hereby authorized and directed to do all things necessary to give effect to the said action, to obtain approvals where required and except where otherwise provided, to execute all documents necessary in that behalf.

BY-LAW READ A FIRST AND SECOND TIME THIS 28th DAY OF MARCH 2023

BY-LAW READ A THIRD TIME AND PASSED THIS 28th DAY OF MARCH 2023

Clerk

Head of Council