



Township of East Garafraxa
Council Meeting Agenda
Meeting to be Held Electronically/Virtually
Wednesday, April 12, 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 28, 2023

Recommended Motion:

BE IT RESOLVED THAT: Council do hereby adopt the minutes of the Regular Council Meeting held on March 28, 2023, as circulated.

5.2 Special Council Meeting Minutes April 3, 2023

Recommended Motion:

BE IT RESOLVED THAT: Council do hereby adopt the minutes of the Special Council Meeting held on April 3, 2023, as circulated.

5.3 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 Tuesday, April 11, 2023, at noon.

7. Delegation(s) / Presentation(s)

7.1 **Proclamation Request**

7.1.1 National Volunteer Week April 16 to April 22, 2023

Recommended Motion:

BE IT RESOLVED THAT: April 16 to April 22, 2023 be proclaimed as National Volunteer Week;

And further that the correspondence dated April 4, 2023 be received.

8. Public Meeting(s)

Nothing at this time.

9. Unfinished Business

9.1 Grand Opening/Open House Discussion

9.2 Grand Valley & District Fire Board

9.2.1 Master Fire Plan Annual Contribution Update

10. Public Works Department

Nothing at this time.

11. Treasury and Accounts

11.1 Annual Development Charges

11.1.1 Staff Report dated April 3, 2023

Recommended Motion:

BE IT RESOLVED THAT: The Annual Report on Development Charges for 2022 be received.

11.2 Tax Arrears Action

11.2.1 Staff Report dated April 3, 2023

Recommended Motion:

BE IT RESOLVED THAT: The report on Tax Arrears Action be received for information.

12. County of Dufferin Business

12.1 County Council Meeting(s)

12.1.1 [April 4, 2023 Special Meeting County Council Meeting Agenda](#)

12.1.2 [April 13, 2023 Statutory Public Meeting](#)

12.1.3 [April 13, 2023 Regular County Council](#)

13. Committees

13.1 2:30 p.m. CTC Source Protection Committee

13.1.1 CTC Source Protection Plan Section 34 Amendments – Stephanie Charity and Dwight Smikle, R.J. Burnside and Associates Limited

13.1.1.1 R.J. Burnside and Associates Limited Letter dated March 28, 2023

Recommended Motion:

BE IT RESOLVED THAT: Council receive the letter dated March 28, 2023 regarding Section 34 amendments to the CTC Source Protection Plan;

That Council hereby supports the proposed updated to the CTC Source Protection Plan outlined in the pre-consultation notice dated March 10, 2023;

And further that staff be directed to forward a copy of this resolution to the Credit Valley Source Protection Authority.

13.2 Credit Valley Conservation Authority (CVC)

13.2.1 Resolution Approving CVC's 2023 Budget

13.2.2 CVC Staff Report dated March 10, 2023

13.3 Grand River Conservation Authority (GRCA)

13.3.1 GRCA General Membership Motions

13.3.1.1 GRCA Inventory of Programs and Services Update dated March 24, 2023

13.3.1.2 Communication #3 – Update on GRCA Programs and Services dated March 21, 2023

13.3.1.3 Progress Report #4 dated March 24, 2023

13.4 Grand Valley Medical & Dental Board

13.4.1 Letter dated March 23, 2023 to Dissolve the Board

13.5 Upper Grand Watershed Committee

13.5.1 Township of Melancthon Letter dated March 17, 2023 – Discontinuation of Participation in the Upper Grand Watershed Committee

14. General Business and Correspondence

14.1 City of Vaughan

14.1.1 Acknowledgment of Receipt of Township Correspondence, Ontario School Board Elections

14.2 Town of Orangeville

14.2.1 Development of Terms of Reference for a Traffic and Road Safety Study Funded by MTO for the Full Length of Highway 10

14.3 Town of Shelburne

14.3.1 Public Safety County Wide Communication System in Dufferin County

14.4 Town of Fort Frances

14.4.1 Ontario School Board Elections

14.5 Township of Howick

14.5.1 CN Railway Contribution Requirements Under the Drainage Act and Impacts on Municipal Drain Infrastructure in Ontario

14.6 Town of Plympton-Wyoming

14.6.1 Declaring Intimate Partner Violence and Violence Against Women an Epidemic

14.6.2 Reducing Municipal Insurance Costs

14.6.3 Retaining Surplus Proceeds from Tax Sales

14.6.4 Bill 5, Stopping Harassment and Abuse by Local Leaders Act

14.7 Support for Huron County's Call for Cannabis Act Review

14.7.1 Municipality of West Perth

14.7.2 Municipality of South Huron

14.8 School Bus Stop Arm Cameras

14.8.1 Municipality of North Perth

14.8.2 Township of Howick

14.9 **Ministry for Seniors and Accessibility**

14.9.1 Inviting Council to submit a Nomination for the 2023 Ontario Senior of the Year Award

14.10 **Top Aggregate Producing Municipalities of Ontario (TAPMO)**

14.10.1 [TAPMO News Release](#)

14.11 **Business Excellence in Dufferin**

14.11.1 Nominations for 2023 Business Excellence Awards

15. Added Items (Late Submission – If Any)

16. New Business

16.1 **Westside Secondary School**

16.1.1 Commencement Ceremony Donation Request

Last Three Years Donations	
Year	Donation
2020	\$150
2021	\$150
2022	\$150

16.2 **Alzheimer Society of Dufferin County**

16.2.1 Walk for Alzheimer's Sponsorship

17. Planning Department

17.1 **Pine Ridge Estates Proposed Subdivision S2-20 and Rezoning Application Z11-20 471019 A Line West Part Lot 1, Concession B**

17.1.1 Consultant Planning Report dated April 4, 2023

Recommended Motion:

BE IT RESOLVED THAT: The Consultant Planning Report dated April 4, 2023, Plan of Subdivision Application S2-20 and Rezoning Application Z11-20 471019 A Line West Part Lot 1, Concession B be received;

That the Applicant demonstrate that there is adequate water supply as well as demonstrating that there will not be unacceptable off-site impacts due to the water taking proposed by the development following the Ministry of Environment (MECP) Procedure D-5-5 Private Wells: Water Supply Assessment;

That Plan of Subdivision Application S2-20 be approved with conditions that will need to be prepared by Township staff based on a revised limits of development keeping in general form to RJ Burnside limits of development, subject to considering any additional comments received prior to Council's decision; and

That Rezoning Application Z11-20 be approved with conditions, subject to considering any additional comments received prior to Council's decision.

18. Closed Meeting

Township Solicitor Jeff Wilker, Thomson Rogers, Township Engineers Gord Feniak and Carley Dixon R.J. Burnside and Associates Limited, and Township Planning Consultants Liz Howson and Paul Kitchen, Macaulay Shiomi Howson Ltd.

Recommended Motion:

BE IT RESOLVED THAT:

Council do hereby move to Pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reason(s):

18.1 Advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

A proposed or pending acquisition or disposition of land by the municipality or local board; and

Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board:

18.1.1 Ontario Land Tribunal (OLT) Appeal – Marsville Estates Inc. (MEI)

18.1.2 Marsville Development Workshop

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

18.3 April 3, 2023 Closed Meeting Minutes

Recommended Motion:

BE IT RESOLVED THAT: Council resume regular business. Staff and Consultants instructed in accordance with Closed Meeting discussions.

19. By-Law(s)

Nothing at this time.

20. 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 April 12, 2023, and that it be given the necessary readings and be passed and numbered 17-2023.

21. Adjournment

Recommended Motion:

BE IT RESOLVED THAT: Council do now adjourn to meet again for the Regular Electronic Council Meeting on Tuesday, April 25, 2023, at 2:00 p.m., or at the call of the Chair.



Township of East Garafraxa
Council Meeting Minutes
Tuesday, March 28, 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 Tuesday, March 28, 2023.

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

Staff/Consultants Present: Jessica Kennedy, Clerk
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 HALLS, SECONDED BY BANFIELD

BE IT RESOLVED THAT:

Item 18. Closed Meeting be removed from the agenda and deferred to a future Council Meeting;

And further that the agenda be approved as amended.

CARRIED

4. Disclosure of Pecuniary Interest and General Nature Thereof

Councillor Zukowski disclosed a pecuniary interest for Item 11.2 MTAG Paralegal Professional Corporation as he is employed by an aggregate producer that is the target of this process and Item 12.1 Consent Applications B1-23 & B2-23 (Decision) as he is related to the applicant. Written Declaration to be submitted.

Deputy Mayor Stirk disclosed a pecuniary interest for Item 12.1 Consent Applications B1-23 & B2-23 (Decision) as the family farm corporation is an agricultural tenant on the subject property. Written Declaration to be submitted.

5. Approval of Minutes

5.1 Council Meeting Minutes for March 14, 2023.

Resolution

MOVED BY HALLS, SECONDED BY ZUKOWSKI

BE IT RESOLVED THAT:

The minutes of the Regular Electronic Council Meeting held March 14, 2023, be adopted as circulated.

CARRIED

5.2 Business arising from Minutes – None.

6. Public Question Period

Nothing at this time.

7. **Delegation(s) / Presentation(s)**

Nothing at this time.

8. **Public Meeting(s)**

Nothing at this time.

9. **Unfinished Business**

The following were received and/or dealt with:

9.1 **Grand Opening/Open House Discussion**

Councilor Banfield to contact Community Living Dufferin, Theatre Orangeville with respect to holding a grand opening/open house and present ideas to Council for further discussion/consideration. Staff directed to keep the matter listed on future Council meeting agendas.

9.2 **Grant Requests**

9.2.1 Grand Valley Fall Fair Sponsorship Request

Resolution
MOVED BY BANFIELD, SECONDED BY HALLS
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.

CARRIED

9.2.2 Dufferin County Multicultural Foundation

Resolution
MOVED BY STIRK , SECONDED BY HALLS
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.

CARRIED

10. **Public Works Department**

Dave Knight Director of Public Works reported on metal sign thefts in the Township. Members of the public are encouraged to contact the OPP Non-Emergency number to report suspicious behaviour.

11. **Treasury and Accounts**

The following were received and/or dealt with:

11.1 **Bills & Accounts**

Resolution
MOVED BY HALLS, SECONDED BY ZUKOWSKI
BE IT RESOLVED THAT:
Bills and Accounts be paid in the amount of:

General	\$	190,764.91
Roads	\$	37,888.18

CARRIED

Councillor Zukowski left the meeting at 2:10 p.m. due to his pecuniary interests declared under Item 4 Declaration of Pecuniary Interest with respect to Item 11.2 MTAG Paralegal Professional Corporation and Item 12.1 Consent

Applications B1-23 & B2-23 (Decision). Councillor Zukowski returned to the meeting after item 12.1.

- 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)

Resolution
MOVED BY HALLS, SECONDED BY STIRK
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.

CARRIED

12. Planning Department
The following were received and/or dealt with:

Deputy Mayor Stirk left the meeting at 2:14 p.m. due to his pecuniary interest declared under Item 4 Declaration of Pecuniary Interest with respect to item 12.1.

Councillor Zukowski had already left the meeting due to his pecuniary interests declared under Item 4 Declaration of Pecuniary Interest with respect to items 11.2 and 12.1.

- 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

Township Planning Consultant Paul Kitchen was in attendance and presented the Planning Report. The proposed consents are consistent with the PPS and conform with Provincial, County and Township planning policy.

Recommendation to approve the applications with conditions including the second phase of the EIA reviewing potential impact on the bird breeding with positive results and Zoning By-Law Amendment to accommodate the proposed consents and to bring the zoning into conformity with the Township Official Plan.

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

Resolution
MOVED BY BANFIELD, SECONDED BY HALLS
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.

CONDITIONS:	
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.

CARRIED

Resolution
MOVED BY HALLS, SECONDED BY BANFIELD
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.

CONDITIONS:	
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.

CARRIED

- Deputy Mayor Stirk and Councillor Zukowski returned to the meeting at 4:17 p.m.
- 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
- The following were received and/or dealt with:
- 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

The following were received and/or dealt with:

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 Resurfacer Letter dated February 17, 2023

Councillor Zukowski to clarify when the current loan for the resurfacer will be completed. Item deferred for further discussion pending additional information.

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

Master Fire Plan matter deferred pending additional information. Board representatives to follow-up.

14.3 **Grand Valley Public Library Board**

14.3.1 Meeting Minutes February 7, 2023

Councillor Halls noted that current public members of the Board are to be Grand Valley residents pursuant to the Board agreement. Discussion ensued regarding amending the agreement to include that public members on the Board are to be from the library catchment area which would permit residents from all the participating municipalities, being East Garafraxa, Amaranth and Grand Valley. Staff directed to contact the Town of Grand Valley regarding the matter.

14.4 **Upper Grand Watershed Committee**

14.4.1 Township of Southgate Discontinuation of Participation

Councillor Banfield advised that it appears that the committee will be disbanded. Additional information will be provided at a future Council meeting.

15. General Business and Correspondence

The following were received and/or dealt with:

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)

Nothing at this time.

17. New Business

Nothing at this time.

18. Closed Meeting

Closed Meeting removed from the agenda and deferred to a future Council Meeting.

19. By-Law(s)

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

Resolution

MOVED BY BANFIELD, SECONDED BY STIRK

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.

CARRIED

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

Resolution

MOVED BY HALLS, SECONDED BY BANFIELD

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.

CARRIED

20. Confirming By-Law

Resolution

MOVED BY STIRK , SECONDED BY ZUKOWSKI

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.

CARRIED

21. Adjournment

Resolution

MOVED BY BANFIELD, SECONDED BY HALLS

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.

CARRIED

Clerk

Head of Council

DRAFT



Township of East Garafraxa
Special Council Meeting Minutes
065371 Dufferin County Road 3, Unit 2, East
Garafraxa, ON L9W 7J8 (in-person)
Monday, April 3, 2023

The Council of the Township of East Garafraxa held a Special Meeting of Council (in-person) in the Council Chambers at the Township Administration office, 065371 Dufferin County Road 3, Unit 2, East Garafraxa, at 1:00 p.m. on April 3, 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 (Acting Clerk)
Jessica Kennedy, Clerk (1:00 pm. to 1:08 p.m.)

1. Opening of Meeting

Meeting called to order.

2. Approval of Agenda

Resolution

MOVED BY BANFIELD, SECONDED BY HALLS

BE IT RESOLVED THAT:

The agenda be approved as circulated.

CARRIED

3. Disclosure of Pecuniary Interest and General Nature Thereof

Nothing at this time.

4. Acting Clerk

Resolution

MOVED BY HALLS, SECONDED BY ZUKOWSKI

BE IT RESOLVED THAT:

The CAO be appointed as Acting Clerk for the April 3, 2023 Special Council Meeting.

CARRIED

5. Closed Meeting – 1:07 p.m. to 6:15 p.m.

Resolution

MOVED BY HALLS, SECONDED BY ZUKOWSKI

BE IT RESOLVED THAT:

A Closed Meeting of Council be held pursuant to Section 239 of the Municipal Act, 2001, as amended, for the following reason(s):

- 5.1 Personal matters about an identifiable individual, including municipal or local board employees;
- 5.2 A proposed or pending acquisition or disposition of land by the municipality or local board;
- 5.3 Education and/or training the members;
- 5.3.1 CAO Report Organizational Assessment
- 5.4 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:
- 5.4.1 Negotiations with Local Community Groups

- 5.5

Closed Meeting Minutes for December 13, 2022.

Jessica Kennedy, Clerk, left the Closed Meeting at 1:08 p.m. and did not return to the Council Meeting.

Resolution

MOVED BY HALLS, SECONDED BY ZUKOWSKI

BE IT RESOLVED THAT:

Council do hereby resume regular business in open session. Staff instructed in accordance with Closed Meeting discussions.

CARRIED
6.

Confirming By-Law

Resolution

MOVED BY BANFIELD, SECONDED BY STIRK

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 April 3, 2023, and that it be given the necessary readings and be passed and numbered 16-2023.

CARRIED
7.

Adjournment

Resolution

MOVED BY HALLS, SECONDED BY ZUKOWSKI

BE IT RESOLVED THAT:

Council do now adjourn to meet again for the Regular Electronic Council Meeting on Wednesday, April 12, 2023, at 2:00 p.m., or at the call of the Chair.

CARRIED

Clerk

Head of Council

Shannon Peart

Subject: FW: National Volunteer Week
Attachments: NVW23_MayoralProclamation_EN_East Garafraxa.docx

From: info@volunteerdufferin.ca
Sent: Tuesday, April 4, 2023 10:08 AM
Subject: National Volunteer Week

Mayor Guy Gardhouse,



The National Volunteer Week theme for 2023, ***Volunteering Weaves us Together***, reveals the importance of volunteering to the strength and vibrancy of our communities through the interconnected actions we take to support one another. These diverse forms of sharing our time, talent and energy strengthen the fabric of our community.

National Volunteer Week (NVW) is April 16-22 2023. This week is set aside each year to recognize and thank volunteers for the time and energy they contribute to causes that benefit our communities NVW is also an opportunity to promote the benefits of volunteering to individuals and society.

Through volunteering we experience our interconnectedness, making our lives more meaningful. Threading these connections, we come to belong as we contribute towards the same goals. During National Volunteer Week 2023, we celebrate the contributions of Canada's millions of volunteers: their actions, their understanding, and their genuine concern for the world around them.

We hope that East Garafraxa will show its commitment to its volunteers by issuing the following proclamation, celebrating volunteer commitment to community.

With appreciation,

Sheralyn

Sheralyn L. Roman
Community Engagement Coordinator
Headwaters Communities In Action
416-420-9415
office@headwaterscommunities.org
info@volunteerdufferin.ca



MAYORAL PROCLAMATION

WHEREAS, 24 million Canadians give their time through formal or informal types of volunteering, contributing close to 5 billion volunteer hours per year; and

WHEREAS, volunteers in East Garafraxa mentor our children, support those feeling isolated, beautify our green spaces, and fundraise for our charitable organizations; and

WHEREAS, volunteers in East Garafraxa have stepped up during the COVID-19 pandemic to support families, friends, neighbours, and strangers, people standing up to systemic racism, and people sharing insights on how to create a more just and equitable society; and

WHEREAS, East Garafraxa's volunteers are individuals, families, workers, retirees, community members of all ages and backgrounds; and

WHEREAS, the collective result of the work done by our city's volunteers is that East Garafraxa is a more desirable place to live; and

WHEREAS, volunteers serve on Boards, help host community festivals, stock shelves at food banks, deliver meals to seniors, help in schools, plant community gardens; and

WHEREAS, organizations in East Garafraxa that rely on volunteers are the fundamental backbone of what helps to make our community thrive;

NOW, THEREFORE, I, Guy Gardhouse, Mayor of East Garafraxa, do hereby proclaim April 16 - 22, 2023, as National Volunteer Week, and urge my fellow citizens to recognize the crucial role played by volunteers in our community.

Volunteering weaves us together | National Volunteer Week | April 16 - 22, 2023

Le bénévolat tisse des liens | La Semaine de l'action bénévole | Du 16 au 22 Avril 2023



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



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: April 3, 2023
To: Township Council
From: Alan Selby, Treasurer
Meeting Date: Wednesday April 12, 2023
Subject: **Annual Development Charges Report**

Purpose

The purpose of this report is to comply with the Development Charges (DC) Bylaw clause that requires an annual report on DC activity.

Background & Discussion

The report attached provides a summary of 2022 activity in the DC account.

Schedule A shows the activity during 2022, and Schedule B is required to show, for every expense that was financed in part by DC's, where the Township obtained the rest of the funding for that expense.

The current DC Bylaw expires in 2024, and a new Bylaw will need to be written. The Province has changed many of the DC rules, and the next Bylaw must conform with those new rules. This topic will be discussed further in 2024 when the next Bylaw is drafted.

Recommendation

THAT the Annual Report on Development Charges for 2022 be received.

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

Reviewed by:
Peter Avgoustis
Chief Administrative Officer (CAO)
Township of East Garafraxa

Attachments : Schedule A and Schedule B



THE CORPORATION OF THE TOWNSHIP OF EAST GARAFRAXA



DEVELOPMENT CHARGES RESERVE ACCOUNT SUMMARY as at DECEMBER 31st, 2022



Schedule A

SERVICE AREAS	RESIDENTIAL DEVELOPMENT CHARGE per Unit after indexing	RESERVE ACCT BALANCE AS AT DEC 31/21	2022 COLLECTIONS Residential and Non-Residential	2022 INTEREST	2022 SPENDING	RESERVE ACCT BALANCE AS AT DEC 31/22
MUNICIPAL-WIDE CHARGE						
1. Administration	\$ 699.28	(\$22,440.84)	\$8,645.72	\$240.28	(\$6,000.00)	(\$19,554.84)
2. Transportation	\$ 10,327.68	\$ 341,962.91	\$127,788.85	\$6,547.05	\$0.00	\$ 476,298.81
3. Fire	\$ 410.36	\$ 16,590.84	\$5,077.71	\$323.52	\$0.00	\$ 21,992.07
4. Parks & Recreation	\$ 1,454.00	\$ 100,317.51	\$17,406.12	\$1,906.64	(\$25,000.00)	\$ 94,630.27
5. Library	\$ 252.35	\$ 11,548.65	\$3,025.65	\$225.20	(\$1,000.00)	\$ 13,799.50
TOTAL	\$ 13,143.67	\$ 447,979.07	\$ 161,944.05	\$9,242.69	(\$32,000.00)	\$ 587,165.81

See Schedule B

Admin costs include cost of Official Plan and Zoning Bylaw review, DC studies (2019), Road Studies (2022-23), OSIM studies (every 2nd year)
Admin. items are in a net Over-Drawn position.

All Admin items are subject to the 10% "discount" clause, meaning 10% of costs are not DC-eligible
This 10% "discount" has been eliminated by legislation, but took effect AFTER the Township 2019 DC Study.
Therefore as long as the Township operates under its 2019 DC Bylaw, for up to 5 years, the "10% discount" still applies.

		THE CORPORATION OF THE TOWNSHIP OF EAST GARAFRAXA							
DEVELOPMENT CHARGES RESERVE ACCOUNT SUMMARY									
as at DECEMBER 31st, 2022									
Schedule B									
Disclosure of the Other Sources (non-DC) of Financing, for DC-eligible expenses									
<u>Sources for Financing the Project</u>									
<u>DC-eligible Project</u>			<u>Spent in 2022</u>			Development	Property	Other	
					Grants	Charges	Taxes	Reserves	
Official Plan and Zoning Bylaw update/review during 2020, 2021, 2022			\$ 29,235		\$ 0	\$ 6,000	\$ 23,235		\$ 0
Adding materials to GV Library collection (EG share)			\$ 0		<i>EG share is in the Library Levy</i>	\$ 1,000	\$ 0		\$ 0
Township contrib. upgrades to the Grand Valley Community Centre			\$ 53,195		\$ 0	\$ 25,000	\$ 0		\$ 28,195
OSIM Bridge study (every 2nd year)			\$ 0		\$ 0	\$ 0	\$ 0		\$ 0
Road Needs Study (in 2023)			\$ 0		\$ 0	\$ 0	\$ 0		\$ 0
						\$ 32,000			
see Schedule A									



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: April 3, 2023
To: Township Council
From: Alan Selby, Treasurer
Meeting Date: Wednesday April 12, 2023
Subject: **TAX ARREARS ACTION**

Purpose

The purpose of this report is to inform Council of actions being taken to address tax arrears.

Background & Discussion

Unpaid property taxes are becoming a more serious concern for the Township. The Township is about to begin taking new actions to collect on the accounts that are in the worst arrears positions.

Unpaid taxes went up during 2022, after having come down a bit in 2021, compared to 2020. Even though penalties and interest are added to the unpaid tax balances every month, in some cases the reminder notices sent by the Township are being ignored by the property owners.

Staff will be working with Realtax Recovery Specialists. This company has been around for a long time, and serves well over 200 municipalities in Ontario. All the fees that Realtax charges are permitted by legislation to be added to the tax arrears balances of the properties being pursued. The total amount due, including these charges, is collected either during the process, or at the time of property sale. As a result, there is no net cost to the Township.

The Registration process can be very time-consuming for Township staff, and is more efficiently done through Realtax, who are experts in the field and therefore will not miss any necessary steps, which might happen if the process was handled entirely in-house.

If taken to its limit, the Tax Sale/ Registration process takes one full year. Attached is a schedule outlining the standard procedures.

One further step is to send out a "Final Warning letter" although this step is not required. The Township will be taking this step, and plans to send several of these letters later in April. Attached is the sample Warning Letter.



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

Sometime in May, in those cases where the Warning letter has drawn no response, information on those properties will be sent to Realtax, so they can begin the Registration process. There are about 20 properties in the Township for which this action may be taken now, but staff plan to begin with just the five or six worst cases at this time. This is partly to observe how the process goes.

Council is being informed of this action because they may be contacted in future about it. Questions received should be referred to the Treasurer.

Recommendation

THAT the report on Tax Arrears Action be received for information.

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

Reviewed by:
Peter Avgoustis
Chief Administrative Officer (CAO)
Township of East Garafraxa

Attachments : Standard Procedures chart and sample Warning Letter

TAX REGISTRATION - STANDARD PROCEDURES

Farm Debt Notices

Send at least 15 business days before proceeding with
tax registration
Farm Debt Mediation Act s.21



Register Tax Arrears Certificate (TAC) on title

anytime after January 1 in the second year following that in
which real taxes become owing
s.373 Municipal Act, 2001



First Notices Form 1

Must be sent by registered mail to all persons having an
interest as shown on title, Sherriff's records and assessment
roll within 60 days of registration of TAC
s.374(1)



Statutory Declaration regarding sending of notices

To be prepared immediately after sending notices
s.374(3)



TAC may be cancelled

within one year of the registration of the TAC by
anyone who pays the cancellation price in full.
After the expiry of the one year period a public
sale shall be conducted by the treasurer
s. 375



Finals Notices Form 3

Must be sent by registered mail to all persons previously sent
First Notices between 280 and 310 days from the registration
of the TAC
s. 379(1)



Statutory Declaration regarding sending of Final Notices

To be prepared one year following the registration of the TAC
s. 379(1)



Advertise for tax sale

one year following the date of registration of the TAC
s.379 (2)



Extension Agreement

may be entered into and authorized by
municipality before the expiry of the one year
period "stopping the clock" on the countdown to
the tax sale at the end of the one year period
s. 378

TAX REGISTRATION - EXPEDITED PROCEDURES FOR CANCELLED CORPORATIONS

**Register Tax Arrears Certificate (TAC) on title
anytime after there are taxes owing on
Cancelled Corporations
s.373.1 *Municipal Act, 2001***



First Notices Form 1

Must be sent by registered mail within **30** days of registration of TAC to Minister of Infrastructure and all persons having an interest in the property as shown on title, Sherriff's records, corporate search and assessment roll
s.374(1)



Statutory Declaration regarding sending of notices
To be prepared immediately after sending notices
s.374(3)



TAC may be cancelled
within 90 days of the registration of the TAC by anyone who pays the cancellation price in full. After the expiry of the 90 day period a public sale shall be conducted by the treasurer
s. 375(1.1)



Extension Agreement
may be entered into and authorized by municipality before the expiry of the 90 day period "stopping the clock" on the countdown to the tax sale at the end of the 90 day period. Consent must be obtained from the Minister of Infrastructure.
s. 378(1.1)(1.2)



Advertise for tax sale
90 days following the date of registration of the TAC (If cancellation price has not been paid or there is no subsisting extension agreement,)
s.379 (2.0.1)

Note: all legislation sections refer to the *Municipal Act, 2001* as amended, except for the *Farm Debt Mediation Act* where noted.



TREASURY DEPARTMENT

065371 DUFFERIN COUNTY ROAD 3, UNIT 2

EAST GARAFRAXA ON L9W 7J8

Tel# 226-259-9400 Fax# 1-226-212-9812

Email: aselby@eastgarafraxa.ca

April 4, 2023

BY REGISTERED MAIL

Roll No.

Municipal Address

Property Owner(s)

Dear Property Owner(s):

FINAL WARNING PRIOR TO COMMENCEMENT OF TAX SALE PROCEDURES

On numerous occasions we have advised you that your property tax account is seriously in arrears. To date, this account is still in arrears.

Please be advised that on *(enter date about 2 weeks in future)*, the following actions will be taken:

1. Your account will be turned over to an outside company. That company will commence tax sale procedures, pursuant to Part XI of the *Municipal Act, 2001*. Those procedures may eventually result in your property being sold by *(enter the name of your municipality)* to recover the unpaid property taxes.
2. On the above date the company's initial fee of \$400.00, plus HST, will be added on to your tax account.
3. As tax sale procedures continue, more fees will be added on to your account. Those fees will likely be in excess of \$1,000.00.
4. If there are any mortgages registered against your property, the mortgage holder(s) will be notified of the tax sale procedures.

To avoid these actions this account must be brought into good standing before *(enter date about 2 weeks in future)*.

According to our records, the tax arrears on your property total \$_____ as of _____ 20____. To make payment arrangements, please contact the undersigned immediately.

Alan Selby, B. Math, CPA CGA
Treasurer, Township of East Garafraxa



March 28, 2023

Via: Email

Ms. Jessica Kennedy
Clerk
Township of East Garafraxa
065371 Dufferin County Road 3
East Garafraxa ON L9W 7J8

Dear Ms. Kennedy:

**Re: Section 34 Amendments to the CTC Source Protection Plan
Township of East Garafraxa
Project No.: 300038025.0000**

1.0 Background

The Credit Valley – Toronto and Region – Central Lake Ontario (CTC) Source Protection Plan (SPP) has been implemented within the Township of East Garafraxa since around 2016. As part of the implementation of the plan there is review of implementation challenges and incorporation of new guidance as required to facilitate new technical advances or new concerns. To allow for modifications to the implementation approach, Section 34 of the Clean Water Act (2006) allows for locally initiated amendments to the Source Protection Plans.

Section 34 of the Act provides a source protection authority (SPA) with the option to amend a plan, including, when necessary, to meet the requirements of O. Reg. 205/18, which requires all new or expanded municipal drinking water systems be included in the plan before water can be provided to the public. As part of the Section 34 amendment process, proposed amendments are taken to all relevant implementing bodies for pre-consultation, all affected Municipalities for endorsement, and finally to the public for consultation. Proposed amendments are then submitted to the Ministry of the Environment, Conservation and Parks (MECP) for review and approval. Acting in the role of Risk Management Officials for the township, R.J. Burnside & Associates Limited (Burnside) is providing the following discourse on the Section 34 amendments proposed for the CTC Source Protection Plan.

2.0 Proposed Section 34 Amendments

We have provided a summary of the proposed amendments. The amendments are provided in more detail in the attached letter dated March 10, 2023 received from the CTC Source Protection Region (Attachment 1) and include:

- Revision to the definition of an existing threat activity.

This revision clarifies when a threat is defined as “existing” when there is an amendment to the Assessment Report. For example, if there is a new wellhead protection area (WHPA) established, activities that are within that new WHPA now identified as threats would be considered existing even though they were not identified in the original Assessment Report.

- Revision to the transition policy.

The revision to the transition policy will provide how timelines are determined when there is an amendment to the Assessment Report. (eg. Risk management plans for existing activities must be established five years after amendment).

- Changes to policy DNAP-1 and policy OS-1:

These policies address the threats associated to the storage and handling of Dense Non-Aqueous Phase Liquids (DNAPLs) and organic solvents. The proposed policies will include quantity thresholds which determine whether the activity will be prohibited or managed through a risk management plan. The current policies treat all quantities of the chemicals of concern with the same requirements.

3.0 Discussion

It is our opinion that the policy amendments will not impact the Township. The revisions to the existing threat activity and transition policy will clarify how threats are addressed in the planning process. The changes to the DNAPL and organic solvent policies will make things easier for implementation and identifying significant drinking water threats.

4.0 Municipal Council Resolution

The Clean Water Act requires that all amendments to the SPP include a public consultation component. Prior to conducting public consultation on a Section 34 Amendment, the Clean Water Act also requires that source protection authorities obtain a municipal council resolution from each municipality affected by the amendments. A municipality may be considered “affected” if it is located within a geographic area related to the amendments, and / or the municipality is responsible for taking actions or otherwise implementing source protection policies related to the amendments.

As outlined above, the Township of East Garafraxa is affected by the proposed Section 34 Amendment and therefore a municipal council resolution is required. The Credit Valley Source Protection Authority is requesting this resolution by May 21, 2023. Council resolutions will be included in the plan update submission package to the MECP.

Proposed Resolution:

Be It hereby Resolved by the Council of the Township of East Garafraxa:

That Council receive the letter dated March 28, 2023 regarding Section 34 amendments to the CTC Source Protection Plan;

That Council hereby supports the proposed updates to the CTC Source Protection Plan outlined in the pre-consultation notice dated March 10 2023; and

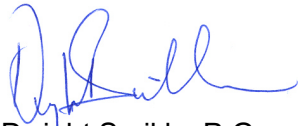
And further that staff be directed to forward a copy of this resolution to the Credit Valley Source Protection Authority.

5.0 Next Steps

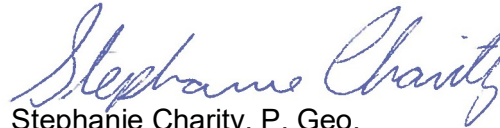
Preparations will be made by the Source Protection Authority for consulting with the public and all stakeholders in May / June (35 days) as required by the Clean Water Act. Following the period of public consultation, where warranted, revisions will be made to the respective plan text and mapping. Lastly, the proposed amendments will be submitted by the Source Protection Authority to the Minister for consideration and approval. We anticipate that the Source Protection Authority will keep us up to date on the progress of the Section 34 Amendments through our continued participation in the Implementation Working Group.

Yours truly,

R.J. Burnside & Associates Limited



Dwight Smikle, P. Geo.
Risk Management Official
DS:js



Stephanie Charity, P. Geo.
Risk Management Inspector

Enclosure(s) Attachment 1

Other than by the addressee, copying or distribution of this document, in whole or in part, is not permitted without the express written consent of R.J. Burnside & Associates Limited.

March 10, 2023

Township of East Garafraxa
Attention: Jessica Kennedy, Clerk
065371 Dufferin County Road 3, Unit 2
East Garafraxa, ON
L9W 7J8
Email: jkennedy@eastgarafraxa.ca

RE: Notification of Consultation Pursuant to Sections 34 of the *Clean Water Act, 2006* and Ontario Regulation 287/07

Written Comments due by Friday, April 14, 2023
Municipal Council Resolution due by Monday, May 21, 2023

You are receiving this correspondence because you are considered a municipality affected by proposed amendments to the Credit Valley - Toronto and Region – Central Lake Ontario (CTC) Source Protection Plan, which includes proposed changes to policy.

The Credit Valley Source Protection Authority (CVSPA) is the lead authority in the CTC Source Protection Region and as such along with the CTC Source Protection Committee initiated an update to the [CTC Source Protection Plan](#) under s.34 of the *Clean Water Act, 2006*. This Pre-Consultation notice is a formal request for your comments and a municipal council resolution for the proposed amendments.

Regulatory Background

Section 34 of the *Clean Water Act, 2006* (CWA) provides a Source Protection Authority (SPA) the process to carry out locally initiated amendments to source protection plans and assessment reports. **Pre-consultation** refers to the regulatory requirements within O. Reg. 287/07 to send notices to persons or bodies responsible for implementing policies, including government ministries that have obligations under the CWA. Prior to conducting public consultation, the CWA requires the SPA to obtain a **municipal council resolution** from each municipality affected by the amendments. A municipality may be considered “affected” if it is located within a geographic area related to the amendments, and/or the municipality is responsible for taking actions or otherwise implementing source protection policies related to the amendments.

Proposed Amendments

The CTC Source Protection Committee has proposed Source Protection Plan revisions to the definition of existing threat activity, transition policy and timelines, and two policies addressing:

- The handling and storage of a dense non-aqueous phase liquid (DNAP-1)
- The handling and storage of an organic solvent (OS-1)

These amendments focus on resolving implementation challenges by expanding the use of risk management plans to address threats from small quantities of DNAPLs and organic solvents and clarifying existing vs. future threats for new/updated Drinking Water Systems. The amended policies do not have any impact on delineation of Wellhead Protection Areas or threat enumeration.

The current proposed amendments include changes to other Drinking Water Systems for the Region of Peel, City of Toronto and Region of York that do not affect the Township of East Garafraxa. Appendix A provides a summary of updates to the CTC Source Protection Plan relevant to the Township of East Garafraxa, and Appendix B provides the draft revised policies for the CTC Source Protection Plan.

Requests and Next Steps

- **Written Comments:** We welcome your written feedback on the proposed amendments. These comments can be sent via email to ctcswp@cvc.ca by 5:00 pm on Friday, April 14, 2023.
- **Municipal Council Resolution:** Township of East Garafraxa and CTC staff have been working collaboratively to prepare a report for your council. A council resolution is requested by 5:00 pm on Monday, May 21, 2023

Once the pre-consultation period ends, written comments will be reviewed by the CTC Source Protection Committee's Amendments Working Group and if necessary, changes will be made to the CTC Source Protection Plan. Following municipal council endorsement, a mandatory **Public Consultation** period will take place for a minimum duration of 35 days. Based on the above timelines, public consultation is anticipated to take place during June 5 to July 12, 2023.

The amendments will then be received by CTC Source Protection Authorities for authorization to submit the documents to the Ministry of the Environment, Conservation and Parks. Lastly, the proposed amendments will be considered by the Minister for approval.

If you require further information or have any questions, please do not hesitate to contact me. Thank you for your continued support and participation in efforts to protect our sources of drinking water.

Best regards,



Behnam Doulatyari
CTC Program Manager
Senior Manager, Watershed Plans and Source Water Protection
Credit Valley Conservation
905-670-1615 ext. 329
Email: behnam.doulatyari@cvc.ca

cc. Dwight Smikle, Risk Management Official, Township of East Garafraxa
(dwight.smikle@rjburnside.com)
Susan Stone, CAO, Township of East Garafraxa (ssone@eastgarafraxa.ca)
Peter Avgoustis, CAO, Township of East Garafraxa
(pavgoustis@eastgarafraxa.ca)
Chris Gerrits, Mayor, Township of Amaranth & Municipal Representative, CTC-
Source Protection Committee (cgerrits@amaranth.ca)

Appendix A: Summary of Updates to CTC Source Protection Plan
Appendix B: Draft revised policies for the CTC Source Protection Plan

Appendix A: Summary of Updates to CTC Source Protection Plan

No.	Section or Figure	Brief Description of Anticipated Amendment	Estimated Timing to Submit Proposed Amendment to Ministry of the Environment, Conservation, and Parks
CTC Source Protection Plan			
1.	Preface	Preface/Version Control: Update to note DTR version used for updates, amendment description	September 2023
2.	Chapter 5	Section 5.1.10 Included description of consultation on amendments	September 2023
3.	Chapter 7	Section 7.2 Updated transport pathways section text	September 2023
4.	Chapter 8	Section 8.3. Summary of amendments update	September 2023
5.	Chapter 9	Section 9.2 Clarification on use of 2021 DTR's	September 2023
6.	Chapter 10	Section 10.1.2 Updated definitions for Existing Threat Activity, Transition, and Amendments.	September 2023
7.	Chapter 10	Section 10.1.3 Updates to text and table 10-1 to reflect changes to Existing Threat Activity, Transition, and Amendments definitions	September 2023
8.	Chapter 10	Table 10-1 Policy T-6 deadlines clarification	September 2023
9.	Chapter 10	Updates to Tables 10-2 to 10-14 to show where significant threats can exist under different Director's Technical Rules versions	September 2023
10.	Chapter 10	Section 10.10 Proposed DNAP-1 and OS-1 policy amendments	September 2023
11.	Chapter 11	Update to include Director's Technical Rule (DTR) acronym	September 2023
12.	Chapter 12	Update to include Definition for Director's Technical Rule (DTR)	September 2023

The source protection plan amendments can be [downloaded using this link](#).

Please note, the amendments outlined in the table are only those relevant to the Township of East Garafraxa.

Appendix B: Draft revised policies for the CTC Source Protection Plan

10.1.2 Definitions

Existing Threat Activity

The CTC Source Protection Plan was approved by the Minister of the Environment and Climate Change on July 28, 2015 and became effective on December 31, 2015.

An existing threat activity shall mean the following, unless expressly stated in a policy:

- a) an existing use, activity, building or structure at a location in a vulnerable area that is in compliance with all applicable requirements, and that was being used or had been established for the purposes of undertaking the threat activity, at any time within ten years prior to the date of approval of the Source Protection Plan or applicable amendment, or
- b) an expansion of an existing use or activity that reduces the risk of contaminating drinking water nor depletes drinking water sources, or
- c) an expansion, alteration or replacement of an existing building or structure that does not increase the risk of contaminating drinking water nor depletes drinking water sources.

For clarity, the definition of an existing threat activity includes a change in land ownership and the rotation of agricultural lands among crops or fallow conditions and allows for alternating between sources of nitrates (agricultural source material, commercial fertilizer, and Category 1 non-agricultural source material).

Future threat activities are anything not covered under existing.

Transition

Under the *Clean Water Act, 2006*, there is consideration for ~~source protection plans (SPPs)~~ to have a Transition Provision that outlines the circumstances under which a “future” drinking water threat activity, that would otherwise be prohibited, may be considered as “existing”, even if the activity has not yet commenced. The intent is to allow applications in ~~transition progress~~ to proceed while drinking water threats are managed under the “existing threat” policies.

The CTC Source Protection Committee included a Transition Provision to recognize situations where an approval-in-principle to proceed with a development application had already been obtained, or where a complete application was made prior to the date the SPP came into effect but requires further planning approvals to implement the application in progress.

The CTC SPP was approved by the Minister of Environment and Climate Change on July 28, 2015 and became effective on December 31, 2015. Applications submitted after the effective date of the CTC SPP may only be transitioned if they are helping to implement a necessary part of an application in process prior to the date the CTC SPP took effect.

“Existing Threat” policies apply to prescribed drinking water threat activities under the following circumstances:

- 1) A drinking water threat activity that is part of a development proposal where a ~~complete~~ complete application (as determined by the municipality or Niagara Escarpment Commission) was made under the *Planning Act*, *Condominium Act* or *Niagara Escarpment Planning and Development Act* (NEPDA) prior to ~~the day the Source Protection Plan comes into effect~~ December 31, 2015. The policy for “existing” drinking water threats also applies to any further applications required under the *Planning Act*, *Condominium Act*, Prescribed Instruments, or a development permit under the NEPDA, to implement the development proposal.
- 2) A drinking water threat activity that is part of an application accepted for a Building Permit, which has been submitted in compliance with Division C 1.3.1.1 of the *Ontario Building Code* under the *Building Code Act, 1992* as amended prior to ~~the day the Source Protection Plan comes into effect~~ December 31, 2015.
- 3) A drinking water threat activity that is part of an application accepted for the issuance or amendment of a Prescribed Instrument prior to December 31, 2015 ~~the day the Source Protection Plan comes into effect~~.

Amendments

For vulnerable areas newly identified through an amendment to an Assessment Report, “Existing Threat” policies apply to prescribed drinking water threat activities under the following circumstances:

- 1) A drinking water threat activity that is part of a development proposal where a complete application (as determined by the municipality or Niagara Escarpment Commission) was made under the Planning Act, Condominium Act or Niagara Escarpment Planning and Development Act (NEPDA) prior to the effective date of the corresponding amendment identified below. The policy for “existing” drinking water threats also applies to any further applications required under the Planning Act, Condominium Act, Prescribed Instruments, or a development permit under the NEPDA, to implement the development proposal.
- 2) A drinking water threat activity that is part of an application accepted for a Building Permit, which has been submitted in compliance with Division C 1.3.1.1 of the Ontario Building Code under the Building Code Act, 1992 as amended prior to effective date of the corresponding amendment identified below.
- 3) A drinking water threat activity that is part of an application accepted for the issuance or amendment of a Prescribed Instrument prior to the effective date of the corresponding amendment identified below.

<u>Assessment Report</u>	<u>Version</u>	<u>Effective Date</u>	<u>Summary of Amendments</u>
<u>Credit Valley Assessment Report</u>	<u>2.0</u>	<u>March 25, 2019</u>	<u>Addition of Wellhead Protection Areas, Vulnerability Assessment and Threats Enumeration for Inglewood Drinking Water System</u>

Credit Valley Assessment Report	3.0	December 5, 2019	Addition of Wellhead Protection Areas, Vulnerability Assessment and Threats Enumeration for Alton Well 4A, Caledon Village – Alton Drinking Water System
Credit Valley Assessment Report	5.0	To be confirmed	Updated Wellhead Protection Areas, Vulnerability Assessment and Threats Enumeration for Caledon Village – Alton Drinking Water System
Toronto and Region Assessment Report	3.0	March 25, 2019	Addition of Wellhead Protection Areas, Vulnerability Assessment and Threats Enumeration for Caledon East Drinking Water System
Toronto and Region Assessment Report	4.0	March 2, 2022	Updated Wellhead Protection Areas, Vulnerability Assessment and Threats Enumeration for Newmarket-Aurora Drinking Water System
Toronto and Region Assessment Report	6.0	To be confirmed	Updated Wellhead Protection Areas, Vulnerability Assessment and Threats Enumeration for Palgrave-Caledon East Drinking Water System; Addition of New Intake Protection Zone, Vulnerability Assessment and EBA modelling for City of Toronto (Island) Drinking Water System; Addition of Wellhead Protection Area-A for Nobleton Drinking Water System

10.1.3 Timelines for Implementation

The following table (**Table 10-1**) outlines the implementation timelines for the policies in the Source Protection Plan. In the policy tables organized by threat, the third column from the right called “When Policy Applies” contains a brief description of the timeline associated with the existing or future policy and the timeline code (i.e., T-1, T-2), that corresponds to the timelines outlined in the following table. These timeline policies (**Table 10-1**) provide greater detail on when the policy applies than the short reference contained within the threat specific policy. [For threat activities \(existing\) added through amendments to an Assessment Report, timelines for policy implementation that reference the date the Source Protection Plan takes effect are interpreted to mean the effective date of the amendment to the Assessment Report, as described above.](#)

Table 10-1: Timelines for Policy Implementation

Policy ID	Timelines for Policy Implementation
Prescribed Instruments	
T-1	Prescribed Instruments (existing) shall be reviewed (and amended, as necessary) within 3 years of the date the Source Protection Plan takes effect, or such other date as the Director determines.
T-2	Prescribed Instruments (existing), where prohibited, shall not be renewed when the current Prescribed Instrument expires, and the significant threat activity to which the Prescribed Instrument pertains, shall cease no later than 5 years from the date the Source Protection Plan takes effect.
T-3	The relevant Ministry shall comply with the Prescribed Instrument policy (future) immediately upon the date the Source Protection Plan takes effect.
Part IV Tools	
T-4	Activities (existing) designated for the purpose of s.57 under the Clean Water Act as prohibited, shall be prohibited by the Risk Management Official within 180 days from the date the Source Protection Plan takes effect as per s.57(2) under the Clean Water Act, unless otherwise specified within the policy.
T-5	Activities (future) designated for the purpose of s.57 under the Clean Water Act are prohibited immediately upon the date the Source Protection Plan takes effect.
T-6	Activities (existing) designated for the purpose of s.58 under the Clean Water Act, requiring risk management plans, shall be identified and confirmed within 1 year by the Risk Management Official. Risk management plans shall be established by December 31, 2023. For activities (existing) added through amendments to an Assessment Report, a risk management plan must be established no later than 5 years from the effective date of the amended Assessment Report.
T-7	Activities (future) designated for the purpose of s.58 under the Clean Water Act, requiring risk management plans, are prohibited until such time as a risk management plan is approved by the Risk Management Official, immediately upon the date the Source Protection Plan takes effect.
Land Use Planning	
T-8	Official plans shall be amended for conformity with the Source Protection Plan at the time of the next review in accordance with s.26 of the Planning Act. Zoning by-laws shall be amended within 3 years after the approval of the official plan.
T-9	Decisions on planning matters shall conform with the policy immediately upon the date the Source Protection Plan takes effect.
Education and Outreach, Incentives, Research	
T-10	Education and outreach (materials, programs, etc.) shall be developed and implemented within 2 years from the date the Source Protection Plan takes effect.
T-11	Incentives shall be considered within 2 years from the date the Source Protection Plan takes effect.
T-12	Research shall be initiated within 2 years from the date the Source Protection Plan takes effect, contingent on funding.
Specify Action	
T-13	A prioritized maintenance inspection program shall be in effect no later than January 2017.
T-14	The policy shall be complied with within 180 days from the date the Source Protection Plan takes effect.
T-15	The policy shall be considered within 2 years from the date the Source Protection Plan takes effect.
T-16	The policy shall be initiated within 2 years from the date the Source Protection Plan takes effect.
T-17	The policy shall be implemented within 2 years from the date the Source Protection Plan takes effect.
T-18	The policy shall be implemented immediately upon the date the Source Protection Plan takes effect.

~~*Note: in July 2020, the implementation deadline for SPP policy T-6 was extended by 3 years until Dec. 31, 2023.~~

Policy ID	Threat Description	Implementing Body	Legal Effect	Policy	Where Policy Applies	When Policy Applies	Related Policies	Monitoring Policy
DNAP-1	Handling and Storage of a Dense Non-Aqueous Phase Liquid	RMO	G	<p>Part IV, s.57, s.58</p> <p>Where the handling and storage of a DNAPL is, or would be, a significant drinking water threat, the following actions shall be taken:</p> <p>1) <u>a) The handling and storage of a DNAPLs of a total in any quantity of 250L or greater (excluding incidental quantities for personal use) is designated for the purpose of s.57 under the <i>Clean Water Act</i>, and is therefore prohibited where the threat would be significant in any of the following areas:</u></p> <ul style="list-style-type: none"> • WHPA-A (future); or • WHPA-B (future); or • WHPA-C (future); <u>or</u> • <u>WHPA-E (future).</u> <p><u>b) The handling and storage of DNAPLs of a total greater than 25L but less than 250L, is designated for the purposes of s.57 under the <i>Clean Water Act</i>, and is therefore prohibited where the threats would be significant in any of the following areas:</u></p> <ul style="list-style-type: none"> • <u>WHPA-A (future)</u> 	See Maps 2.1 - 2.21	Future: Immediately (T-5)	GEN-1	MON-2
			H	<p>2) <u>a) The handling and storage of a DNAPLs of a total in any quantity of 25L or greater (excluding incidental quantities for personal use) is designated for the purpose of s.58 under the <i>Clean Water Act</i>, requiring risk management plans, where the threat is significant in any of the following areas:</u></p> <ul style="list-style-type: none"> • WHPA-A (existing); or • WHPA-B (existing); or • WHPA-C (existing); <u>or</u> • <u>WHPA-E (existing)</u> <p><u>b) The handling and storage of DNAPLs of a total quantity greater than 25L but less than 250L, is designated for the purpose of s.58 under the <i>Clean Water Act</i>, requiring risk management plans, where the threat would be significant in any of the following areas:</u></p> <ul style="list-style-type: none"> • <u>WHPA-B (future); or</u> • <u>WHPA-C (future); or</u> • <u>WHPA-E (future).</u> 		Existing: 1 year/ 5 years (T-6)	GEN-1 GEN-2	MON-2

Policy ID	Threat Description	Implementing Body	Legal Effect	Policy	Where Policy Applies	When Policy Applies	Related Policies	Monitoring Policy
DNAP-2	Handling and Storage of a Dense Non-Aqueous Phase Liquid	Municipality MECP	E K	Education and Outreach The municipality shall deliver education and outreach materials and programs where the handling and storage of a DNAPL is, or would be, a significant drinking water threat, targeted towards: a) an individual for personal use to promote the use of non-toxic products and additional opportunities for participation in household hazardous waste disposal and to advise the owner/tenant about the actions to take to ensure that the activity ceases to be, or does not become, a significant drinking water threat; and b) industrial and commercial users to promote the use of alternatives to DNAPLs (including non-toxic products), pollution prevention approaches, best management practices, and safe disposal; in any of the following areas: <ul style="list-style-type: none"> • WHPA-A (existing, future); or • WHPA-B (existing, future); or • WHPA-C (existing, future) Where appropriate education and outreach materials prepared by the Ministry of the Environment, Conservation and Parks are available, the municipality shall deliver those materials.	See Maps 2.1 - 2.21	Existing & Future: Implement within 2 years (T-10)	GEN-8	MON-1 MON-4
DNAP-3	Moderate/Low Threats Handling and Storage of a Dense Non-Aqueous Phase Liquid	Municipality	J	Specify Action Where the handling and storage of a DNAPL is, or would be, a moderate or low drinking water threat, the municipality is encouraged to specify and promote best management practices for the handling and storage of a DNAPL for Industrial, Commercial and Institutional (ICI) land uses in any of the following areas: <ul style="list-style-type: none"> • WHPA-D (existing, future); or • WHPA-E (VS ≥ 4.8 and <10) (existing, future); or • HVA (existing, future). 	See Chapter 5 of the respective Assessment Report	Existing & Future: Consider within 2 years (T-15)	N/A	N/A

Policy ID	Threat Description	Implementing Body	Legal Effect	Policy	Where Policy Applies	When Policy Applies	Related Policies	Monitoring Policy
OS-1	Handling and Storage of an Organic Solvent	RMO	G	<p>Part IV, s.57, s.58</p> <p>Where the handling and storage of an organic solvent is, or would be, a significant drinking water threat, the following actions shall be taken:</p> <p>1) <u>a)</u> The handling and storage of an organic solvent is designated for the purpose of s.57 under the <i>Clean Water Act</i>, and is therefore prohibited where the threat would be significant in any of the following areas:</p> <ul style="list-style-type: none"> • WHPA-A (future); or • WHPA-B (VS=10) (future). <p><u>b) The handling and storage of an organic solvent of a total quantity greater than 250L, is designated for the purposes of s.57 under the <i>Clean Water Act</i>, and is therefore prohibited where the threat would be significant in the following area:</u></p> <ul style="list-style-type: none"> • <u>WHPA-B (VS=10) (future)</u> 	See Maps 1.1 - 1.21	Future: Immediately (T-5)	GEN-1	MON-2
			H	<p>2) <u>a)</u> The handling and storage of an organic solvent is designated for the purpose of s.58 under the <i>Clean Water Act</i>, requiring risk management plans, where the threat is significant in any of the following areas:</p> <ul style="list-style-type: none"> • WHPA-A (existing); or • WHPA-B (VS=10) (existing). <p><u>b) The handling and storage of an organic solvent of a total quantity greater than 25L but not more than 250 L, is designated for the purpose of s.58 under the <i>Clean Water Act</i>, requiring risk management plans, where the threat would be significant in the following area:</u></p> <ul style="list-style-type: none"> • <u>WHPA-B (VS=10) (future)</u> 		Existing: 1 year/ 5 years (T-6)	GEN-1 GEN-2	MON-2

Policy ID	Threat Description	Implementing Body	Legal Effect	Policy	Where Policy Applies	When Policy Applies	Related Policies	Monitoring Policy
OS-2	Handling and Storage of an Organic Solvent	Municipality MECP	E K	<p>Education and Outreach</p> <p>The municipality shall deliver education and outreach materials and programs where the handling and storage of an organic solvent is, or would be, a significant drinking water threat, targeted towards:</p> <p>a) an individual for personal use to promote the use of non-toxic products and additional opportunities for participation in household hazardous waste disposal and to advise the owner/tenant about the actions to take to ensure that the activity ceases to be, or does not become, a significant drinking water threat; and</p> <p>b) industrial and commercial users to promote the use of alternatives to these chemicals (including non-toxic products), pollution prevention approaches, best management practices, and safe disposal; in any of the following areas:</p> <ul style="list-style-type: none"> • WHPA-A (existing, future); or • WHPA-B (VS = 10) (existing, future). <p>Where appropriate education and outreach materials prepared by the Ministry of the Environment, Conservation and Parks are available, the municipality shall deliver those materials.</p>	See Maps 1.1 - 1.21	Existing & Future: Implement within 2 years (T-10)	GEN-8	MON-1 MON-4

OS-3	Moderate/ Low Threats Handling and Storage of an Organic Solvent	Municipality	J	Specify Action Where the handling and storage of an organic solvent is, or would be, a moderate or low drinking water threat, the municipality is encouraged to specify and promote best management practices for the handling and storage of an organic solvent for Industrial, Commercial and Institutional (ICI) land uses in any of the following areas: <ul style="list-style-type: none"> • WHPA-B (VS < 10) (existing, future); or • WHPA-C (existing, future); or • WHPA-D (existing, future); or • WHPA-E (VS ≥ 4.8 and <10) (existing, future); or • HVA (existing, future). 	See Chapter 5 of the respective Assessment Report	Existing & Future: Consider within 2 years (T-15)	N/A	N/A
------	--	--------------	---	---	---	---	-----	-----

Resolution

Date: March 10, 2023
Resolution No. 28/23

Moved By: Fred Nix
Seconded By: Ann Lawlor

#28/23

WHEREAS the CVC Board of Directors endorsed the 2023 budget under Resolution #75/22 on November 11, 2022; and

WHEREAS the budget has been shared with all of the funding municipalities in the watershed;

THEREFORE BE IT RESOLVED THAT the report entitled, "Credit Valley Conservation Budget 2023" be received and appended to the minutes of this meeting as Schedule 'C'; and

THAT the general levy be approved in the amount of \$10,736,258 as apportioned by municipality shown on Schedule 'C', Table 1; and

THAT the special shared levy of \$2,567,378 as apportioned by municipality shown on Schedule 'C', Table 1 be approved; and

THAT special benefitting levy of \$14,488,884 to Peel Region be approved; and

THAT the CVC pay grid for salaried and contract employees be increased by 2% effective April 1, 2023; and

THAT Board of Director per diems be increased by 2.0% in 2023 with an effective date of April 1, 2023; and

THAT the CVC Chair and Vice-Chair position's annual honorarium increase by 2.0% in 2023 with an effective date of April 1, 2023; and

THAT the 2023 per-kilometre allowance for staff and Board of Director use of their personal vehicles for CVC business purposes is 68¢ per kilometre for the first 5,000 kilometres driven and 62¢ per kilometre driven after that, in accordance with the rate set by the Government of Canada, with an effective date of April 1, 2023; and

THAT the Director of Corporate Services be authorized to make any technical budget adjustments as required; and further

THAT each watershed municipality subject to the CVC Levy be advised of this resolution to provide notice that the 2023 CVC Budget has been approved.

Original signed T. Adams
CARRIED

TO: The Chair and Members
of the Board of Directors,
Credit Valley Conservation

SUBJECT: CREDIT VALLEY CONSERVATION BUDGET 2023

PURPOSE: To seek final approval by the Board of Directors of the 2023
Credit Valley Conservation Authority budget.

BACKGROUND:

Credit Valley Conservation Authority's (CVC) budget is comprised of several key sources of funding. The majority of CVC's budget is attained through municipal levies for both mandatory programs and programs completed in collaboration with our funding partners. In determining the annual municipal levies, CVC staff undertake a comprehensive process, involving staff at our funding municipalities to confirm budget pressures and priorities. Through this, financial staff at our funding municipalities often provide us with recommendations on targets for inflationary changes to our budget to align with the municipality's financial planning for that budget year. The 2023 budget process for the CVC commenced in April of 2022. Halton Region provided a target of 4.7% while Peel Region did not provide a specific 2023 target. The guideline set by Halton includes an inflationary adjustment and a growth factor.

CVC staff undertook a detailed process to prepare the 2023 budget that included critically reviewing program plans and expenses. The draft budget was presented on November 11, 2022 to the CVC Board of Directors and endorsed under Resolution #75/22 as follows:

RESOLVED THAT the report entitled, "2023 Budget Endorsement" be received and appended to the minutes of this meeting as Schedule 'B'; and

THAT the preliminary 2023 budget outlined in the report be endorsed by the CVC Board of Directors for presentation to funding partners and to seek their approval; and

THAT staff discuss with key funding partners the need for sustainable capital to support infrastructure needs resulting from continued growth in the CVC Watershed; and further

THAT staff continue to seek alternative funding sources to address capital needs.

Following endorsement from the CVC Board of Directors, CVC staff met with senior staff at both Peel and Halton Regions to review the proposed 2023 budget. These meetings occurred prior to presenting the CVC budget to the respective Councils. The CVC budget

was presented to Peel Council on February 2, 2023. Halton Region received the CVC budget at their January 11, 2023, Council meeting.

Detailed budget presentations have been made to all other funding municipalities and all funding municipalities have been provided with budget information packages.

Notice of the intent to consider and pass the 2023 CVC budget has been provided to all CVC watershed municipal funders, CVC's web site and to municipal clerks. Further information regarding the voting procedure on the 2023 budget by the CVC Board of Directors is provided in the companion report titled "Voting Procedure for 2023 Non-Matching Levy", Schedule 'B'.

ANALYSIS:

In the 2022 CVC budget, staff included a projection of budget changes over the next several years, based upon parameters anticipated at that time. The 2022 budget included a 2023 forecast with an average increase of 3.5%. The final budget outlined in this report identifies an average increase of 3.4%, representing a decrease of 0.1% from initial projections.

1) Budget 2023

Current Value Assessment (CVA)

Table 1 shows the change in percentage by funder of the levy apportionment based on the Current Value Assessment (CVA) data provided annually by Ministry of Environment Conservation and Parks (MECP) as generated by the Municipal Property Assessment Corporation (MPAC).

Table 1: Change in CVA from 2022 to 2023 as a percentage

Municipality	Apportionment of 2022 CVA	Apportionment of 2023 CVA	Change	% Change
Peel Region	91.6492	91.6555	0.0063	0.01%
Halton Region	5.1757	5.1726	-0.0031	-0.06%
Town of Orangeville	2.3773	2.3718	-0.0055	-0.23%
Town of Erin	0.6141	0.6153	0.0012	0.20%
Town of Mono	0.1129	0.1136	0.0007	0.58%
Township of East Garafraxa	0.0595	0.0598	0.0003	0.57%
Township of Amaranth	0.0113	0.0114	0.0001	1.06%
TOTAL	100%	100.00	-	-

General Levy:

Table 2 outlines the General Levy as apportioned by watershed municipality using the CVA formula provided by the province. The total general levy for 2023 is \$10,736,258 or

an average 4.69% or a total of \$481,378 increase over 2022, including CVA apportionment.

Table 2: Municipal Apportionment of 2023 CVC General Levy based on CVA

Municipality	2022 General Levy	2023 General Levy	\$ Change	% Change
Region of Peel	\$9,398,515	\$9,840,377	\$441,862	4.70%
Region of Halton	\$530,762	\$555,340	\$24,578	4.63%
Town of Orangeville	\$243,789	\$254,636	\$10,847	4.45%
Town of Erin	\$62,975	\$66,062	\$3,087	4.90%
Town of Mono	\$11,578	\$12,194	\$616	5.32%
Township of East Garafraxa	\$6,102	\$6,423	\$321	5.27%
Township of Amaranth	\$1,159	\$1,226	\$67	5.80%
TOTAL	\$10,254,880	\$10,736,258	\$481,378	4.69%

**Note: CVA is only applied to General Levy and Shared Special Levy portions and not to Peel Special Benefiting Levy*

Total Levy:

Table 3 provides CVC 2023 total levy amounts by municipality. The 2023 general levy, special shared and special benefitting levy funding totals \$27,792,520 which is up \$900,361 or an average of 3.35% over 2022 funding of \$26,892,159.

Table 3: 2023 Proposed Total Levy by Municipality

Total Levy Requirement by Municipality	2022 Total Levy	2023 Total Levy	\$ Change	% Change
Region of Peel*	\$25,829,506	\$26,682,407	\$852,901	3.30%
Region of Halton*	\$658,617	\$688,139	\$29,522	4.48%
Town of Orangeville	\$302,515	\$315,528	\$13,013	4.30%
Town of Erin	\$78,145	\$81,859	\$3,714	4.75%
Town of Mono	\$14,367	\$15,110	\$743	5.17%
Township of East Garafraxa	\$7,571	\$7,959	\$388	5.12%
Township of Amaranth	\$1,438	\$1,518	\$80	5.57%
TOTAL*	\$26,892,159	\$27,792,520	\$900,361	3.35%

** Excludes emerald ash borer (EAB) response**

The Halton Region guideline (target based on overall gross budget) was 4.7%. (CVC is at 3.35%, 1.25% lower than the target.

Peel Region did not provide a guideline during the development of the 2023 budget. CVC staff nonetheless undertook a detailed process to prepare the draft budget and continued to identify and implement cost saving measures on an ongoing basis.

Gross Budget:

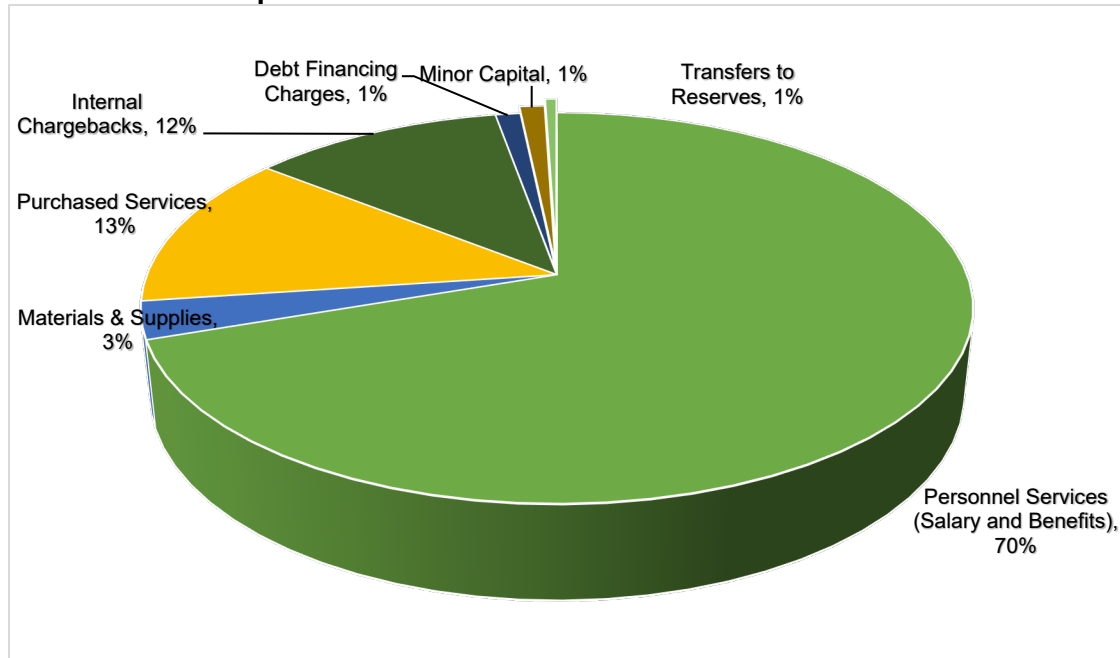
In 2023 CVC is planning for funding of \$33 million (less internal program chargebacks of \$5.8 million) for a total gross budget of \$39 million of which \$27.8 million is to be provided by the municipalities in the form of general and special levy. Table 8 provides a detailed breakdown of the gross budget. It shows the areas of increase and decrease by various line items. The 2023 budget generally reflects a post-pandemic return to normal staffing levels and activities. While there continues to be some additional staff across the CA system to meet the ongoing increasing trends in visitation, these contract/casual staff positions are offset by revenue.

Table 4: CVC Total Gross Budget (all sources)

CVC Gross Expenditures	2022 Budget \$000's	2023 Budget \$000's	\$ Change \$000's	% Change
Personnel Services (Salary and Benefits)	26,515	27,625	1,110	4.2%
Materials & Supplies	1,180	1,156	-24	-2.0%
Purchased Services	4,878	4,982	104	2.1%
Internal Chargebacks	4,382	4,236	-147	-3.3%
Debt Financing Charges	434	434	0	0.0%
Minor Capital	437	405	-33	-7.5%
Transfers to Reserves	196	193	-3	-1.3%
Total CVC Operating Expenditures	38,022	39,030	1,009	2.7%
Gross Funding Sources (all sources)				
User Fees (Planning, Gate)	4,380	4,631	251	5.7%
Municipal Funding (Levy)	26,892	27,793	899	3.3%
Base Funding (Provincial)	96	96	0	0.0%
Source Water Protection (Provincial)	577	660	83	14.4%
Other Grants & Program Funding	43	48	5	11.4%
Internal Chargebacks	6,034	5,804	-229	-3.8%
Total CVC Funding for Operations	38,022	39,030	1,009	2.7%

Estimated gross revenue for CVC in 2023 totals \$39 million of which 28% is funded from the general levy, 7% is funded from the special levy (based on current value assessment) and 37% is funded from the special benefiting levy. Self-generated revenue such as user fees, tree planting fees, regulation fees, plan review fees, government grants and other revenue including interest income and donations account for 14%. The remaining 15% comes from internal chargebacks.

Chart 1: Gross Expenses



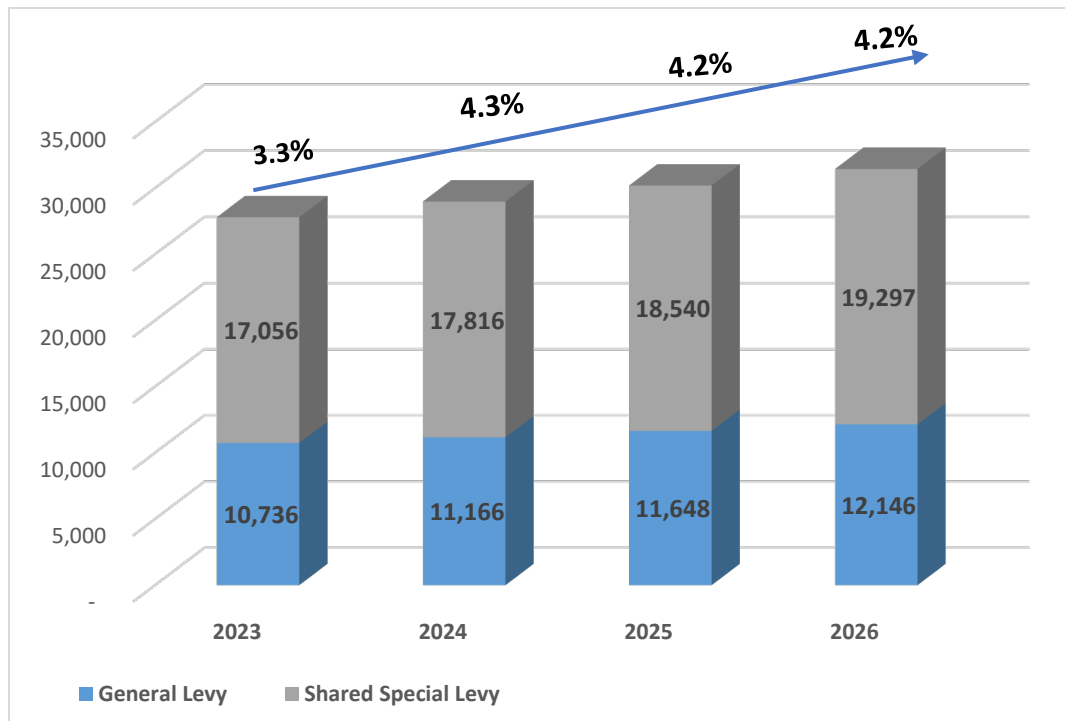
Three Year Forecast (2024 to 2026)

Through the budgeting process CVC also undertakes forecasts for future budget years. The current 2023 budget increase as shown on Table 5 is forecast at 4.3%. Considering the current and future rate of inflation (6.9%). A 2.5% COLA increase and 3.2% inflation have been factored into our forecast. However, we will review the future budgets with the targets provided by the municipalities. The 2024 budget year will also reflect any changes to programs and services occurring as a result of changes to the *Conservation Authorities Act*. Consequently, the forecasted budget as shown in Table 5 is expected to change, and changes in 2024 (in particular) in which our budget is being realigned to meet the new provincial requirements are likely to exceed the 2024 changes forecast and conceptually identified below. Also note that the forecast does not include all alternative sources of funding noted above, and the budget is refined as those funding sources are secured through the annual budget process.

Table 5: CVC Three Year Forecast

Levy Type	2024 Forecast		2025 Forecast		2026 Forecast	
	Amount	% Change	Amount	% Change	Amount	% Change
General Levy	11,165,707	4.0%	11,648,350	4.3%	12,145,886	4.3%
Shared & Special Levy	17,816,316	4.5%	18,540,087	4.1%	19,297,118	4.1%
Total	28,982,024	4.3%	30,188,436	4.2%	31,443,004	4.2%

Chart 2: CVC Three Year Forecast



Budget Summary by Municipal Funding Source:

Table 6 provides a summary of the budget broken down by general levy, special shared levy and special benefitting levy.

General Levy is the source of core funding for the operations of CVC as identified under the *Conservation Authorities Act*. The proposed 2023 general levy amount is \$10,736,258 which is an average increase of 4.69% or \$481,378 over 2022.

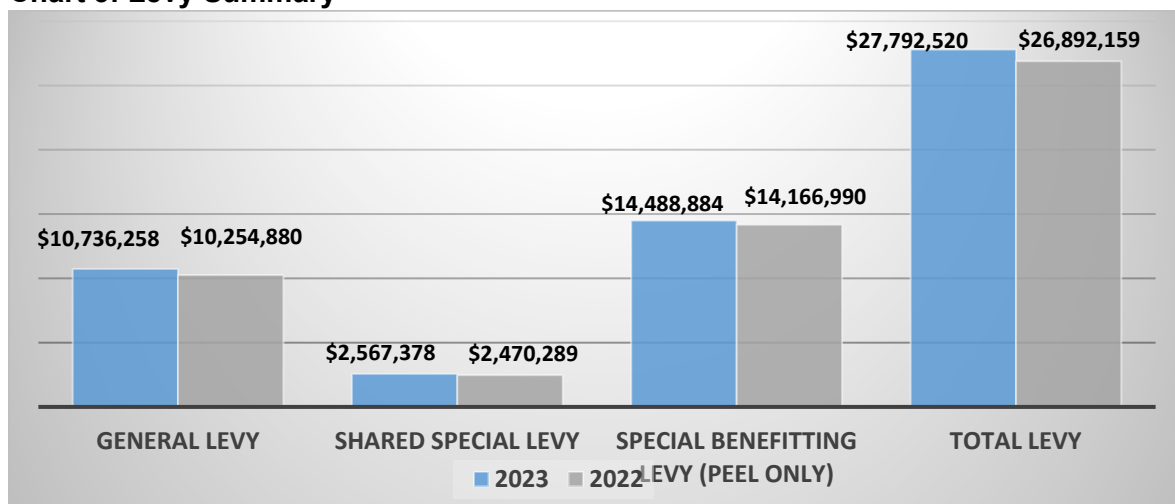
Shared Special Levy, also referred to as capital funding, supports important work by CVC that provides necessary services for the benefit of all watershed municipalities. The 2023 shared special levy amount is \$2,567,378 which is an average increase of 3.93% or \$97,089 over 2022.

Special Benefiting Levy provides funding that supports a municipal priority and is paid for by the benefiting municipality or municipalities. The special benefitting levy amount is \$14,488,884 which is an increase of 2.27% or \$321,894 over 2022. This amount is fully funded by the Region of Peel, of which \$10,974,222 is supported by the Peel Climate Change Fund focused on programs to foster resilience to the impacts of climate change.

Table 6: Levy Summary

Funding Source	2023 Amounts	2022 Amount	\$ Change	Avg. % Change
General Levy	10,736,258	10,254,880	481,378	4.69%
Special Levy Commonly Shared	2,567,378	2,470,289	97,089	3.93%
Special Benefitting Levy (Peel only)	14,488,884	14,166,990	321,894	2.27%
Levy Total	\$27,792,520	\$26,892,159	\$900,361	3.35%

Chart 3: Levy Summary



Levy by Municipality All Sources:

Table 7 provides the 2023 representative share for each levy type by municipality.

Table 7: Total Levy Requirement by Municipality

Total Levy Requirement by Municipality	2023 General Levy \$	2023 Commonly Shared Special Levy \$	2023 Special Benefitting Levy \$	2023 Total Levy \$
Region of Peel	\$9,840,377	2,353,146	*\$14,488,884	\$26,682,407
Region of Halton	\$555,340	132,799	-	\$688,139
Town of Orangeville	\$254,636	60,892	-	\$315,528
Town of Erin	\$66,062	15,797	-	\$81,859
Town of Mono	\$12,194	2,916	-	\$15,110
Township of East Garafraxa	\$6,423	1,536	-	\$7,959
Township of Amaranth	\$1,226	292	-	\$1,518
TOTAL	\$10,736,258	2,567,378	14,488,884	\$27,792,520

* The Peel Special Benefitting Levy total includes \$10,974,222 for Climate Change

2) Salary and Expense Adjustments

The CVC salary administration process provides for an annual review. The following items are examined in the annual salary review process:

- Polling our pay-line comparable agencies each year regarding their cost-of-living adjustment (COLA) or pay band adjustments.
- The Chair and Vice Chair honorarium amounts and Board members per diem allowances are adjusted in accordance with the percentage adjustment approved for the salary administration program.
- Reimbursement rates for employees and Board members using their personal vehicles to travel for CVC business in line with those set out by the Canada Revenue Agency.

The 2023 budget has included a 2% adjustment to the CVC salary bands for salaried, and contract staff effective April 1, 2023.

The 2023 per diem allowance for CVC Board members and the honorarium for the Chair and Vice Chair are recommended to be adjusted by 2% in line with the adjustment for CVC salaried and contract staff.

The 2023 per-kilometre allowance for use of a personal vehicle for business purposes set by the Government of Canada is 68¢ per kilometre for the first 5,000 kilometres driven and 62¢ per kilometre driven after that.

In addition to the adjustments noted above, at the December 9, 2022 meeting the Board of Directors received a report on the 2023 comprehensive pay equity and compensation review, currently in progress. This review supports CVC's ability to attract and retain talent in a competitive labour market. In-year impacts of the pay equity and compensation review on the 2023 budget are not entirely known at this time, but additional pressure related to implementation of the review is expected. The results of the review and implementation plan, once finalized, will be presented to the CVC Board of Directors with the changes recommended by CVC staff.

3) Reserve Status

In June of 2018, the Board supported the creation of several capital reserves and a revenue offset reserve for the conservation areas under "Reserve Management 2018" (Resolution #53/18). The 2023 budget includes ongoing contributions to these reserves as CVC continues to implement more robust measures to support asset management through funding to support the state of good repair, capital life cycle replacement and risk reduction measures related to conservation area revenues. In addition, through the annual external audit process, the state of the reserves will be confirmed as at year-end (December 31, 2022) in the Audited Financial Statements.

4) Significant Budget Drivers:

a) Staffing and Benefits

A key driver of the CVC 2023 annual budget, like other municipalities and government organizations, is related to staff. Salary adjustments in 2023 reflect a cost-of-living adjustment (COLA) at 2.0% (2022 was 2% and 2021 was 1.0%). The total salary adjustment impact will be approximately \$1.1 million in 2023, including COLA and performance management. The proposed 2% COLA is consistent with municipalities and other GTA conservation authorities and is reasonable given the extremely high core rate of inflation that has been experienced over much of 2022 and that continues into 2023.

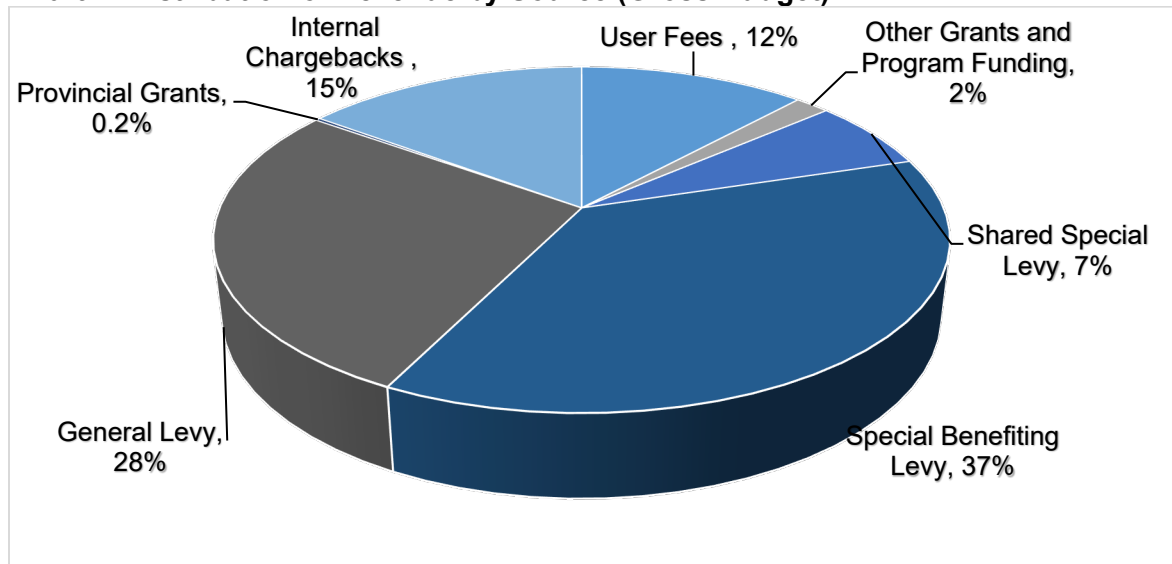
b) External Factors

Factors impacting the development of the budget process included consideration of the rate of inflation, the consumer price index, changes to Current Value Assessment (CVA), growth in the watershed, the value of the Canadian dollar, insurance rates, fuel prices and utilities. These factors were all considered during the development of the 2023 budget.

c) Self-generated Revenue

CVC self-generated revenue and funding from external sources have become a significant source of funding amounting to approximately \$4.6 million budgeted for 2023 (see Chart 1). The 2023 amount represents an increase of the budgeted revenues from \$4.4 million in 2022 (or a difference of \$0.2 million).

Chart 4: Distribution of Revenue by Source (Gross Budget)



In Chart 4 above the provincial grants (0.2%) refers to the annual Section 39 transfer payment from the province of \$95,606. Other grants and program funding (2.0%) is primarily Source Water Protection funding (SWP).

d) Pressures and Risks

There are several further unfunded pressures and/or future risks that are not included in the 2023 budget that this report will briefly touch upon:

i. Compensation Review (pressure)

CVC is currently in the process of an organization-wide compensation review. This review is necessary for CVC to attract and retain talent and remain competitive with other regional employers. Results of the review are anticipated in Q2 and will not have been integrated into the 2023 budget. Based on the results of the review, staff will consider alternatives for implementation including phasing in the costs over multiple budget years.

ii. Asset Management (pressure)

Work continues to advance regarding overall asset management for CVC. State of good repair assessments have been completed for all major structures and infrastructure. Work is underway developing a comprehensive asset management plan that supports future funding across all asset classes to maintain and replace assets as necessary. This plan will inform 2024 capital budgeting.

iii. Forest Management (pressure)

The impacts of aging plantations, a changing climate and invasive species are impacting the health of our forest lands. In addition, key woodlots have been identified for thinning and restoration work that are important to improving resiliency from pests, fire, and general decline in quality. Funding of this work is critical to ensure the health of vital tree cover in the watershed.

iv. Invasive Species (risk)

There are several invasive species that present a real concern for certain species of trees. The recent example of the Emerald Ash Borer (EAB) infestation demonstrates just how devastating and costly such invasive species can be. Continued funding to address new invasive species will very likely be required over the coming years meaning that the one-time funding to address EAB could again be required in the future.

We will continue to work with our funders to help refine and adjust the identified pressures and to seek opportunities to mitigate costs wherever possible, including applications for infrastructure funding, eligible programs, and alternative funding sources.

COMMUNICATIONS PLAN:

All budget materials presented to the CVC Board of Directors are posted to the CVC website. In addition, the materials presented to each of the watershed municipalities are made available on the municipal websites through the publication of the agenda, recording of the presentations and related materials. All meetings where budget presentations have occurred were open to the public both at CVC and during presentations to watershed municipalities. Notice of the intent to pass and approve the budget by the CVC Board of

Directors was posted on the CVC website, in accordance with the requirements prescribed under the *Conservation Authorities Act*. Once the budget is approved by the CVC Board, all watershed funding municipalities will be advised of the approved levy.

FINANCIAL IMPLICATIONS:

The 2023 CVC budget, as presented, will be funded through the collection of the CVC levy by watershed municipalities, external funding and revenues. This funding enables CVC to carry out programs and services for the calendar budget year 2023.

CONCLUSION:

The 2023 CVC budget is in accordance with the draft budget provided to the CVC Board of Directors on November 11, 2022 and endorsed under Resolution #75/22.

Detailed information on the 2023 budget has been provided to all funding municipalities. This is a 'business as usual' budget that supports and sustains our current program and service levels. CVC has and continues to work closely with our participating municipalities to align our work with municipal priorities. CVC is grateful to all funding municipalities for their ongoing support of *protecting, connecting and sustaining* the Credit River watershed.

RECOMMENDED RESOLUTION:

WHEREAS the CVC Board of Directors endorsed the 2023 budget under Resolution #75/22 on November 11, 2022; and

WHEREAS the budget has been shared with all of the funding municipalities in the watershed;

THEREFORE BE IT RESOLVED THAT the report entitled, "Credit Valley Conservation Budget 2023" be received and appended to the minutes of this meeting as Schedule 'C'; and

THAT the general levy be approved in the amount of \$10,736,258 as apportioned by municipality shown on Schedule 'C', Table 1; and

THAT the special shared levy of \$2,567,378 as apportioned by municipality shown on Schedule 'C', Table 1 be approved; and

THAT special benefitting levy of \$14,488,884 to Peel Region be approved; and

THAT the CVC pay grid for salaried and contract employees be increased by 2% effective April 1, 2023; and

THAT Board of Director per diems be increased by 2.0% in 2023 with an effective date of April 1, 2023; and

THAT the CVC Chair and Vice-Chair position's annual honorarium increase by 2.0% in 2023 with an effective date of April 1, 2023; and

THAT the 2023 per-kilometre allowance for staff and Board of Director use of their personal vehicles for CVC business purposes is 68¢ per kilometre for the first 5,000 kilometres driven and 62¢ per kilometre driven after that, in accordance with the rate set by the Government of Canada, with an effective date of April 1, 2023; and

THAT the Director of Corporate Services be authorized to make any technical budget adjustments as required; and further

THAT each watershed municipality subject to the CVC Levy be advised of this resolution to provide notice that the 2023 CVC Budget has been approved.

Submitted by:



Roger Tharakan
Sr. Manager, Financial Services



Andrew Kett
Director, Corporate Services

Recommended by:



Quentin Hanchard
Chief Administrative Officer

Shannon Peart

Subject: FW: Submission of Grand River CA Progress Report #4 and Inventory of Programs & Services - O.Reg 687/21 under the Conservation Authorities Act

Attachments: GM-03-23-24 - Progress Report 4_Requirement under OReg 687_21.pdf; GM-03-23-25 - Inventory of Programs and Services_Combined.pdf

From: Eowyn Spencer

Sent: Friday, March 24, 2023 2:23 PM

Subject: Submission of Grand River CA Progress Report #4 and Inventory of Programs & Services - O.Reg 687/21 under the Conservation Authorities Act

Greetings Grand River watershed participating municipalities:

Please be advised that at the General Meeting held on March 24, 2023, the Grand River Conservation Authority (GRCA) General Membership passed the following two motions:

1. *THAT the update to the Grand River Conservation Authority's Inventory of Programs and Services be approved, circulated to all participating Grand River watershed municipalities, posted on the GRCA website, and submitted to the Ministry of Natural Resources and Forestry in accordance with Ontario Regulation 687/21.*
2. *THAT Progress Report #4 be approved, circulated to all participating Grand River watershed municipalities, posted on the GRCA website, and submitted to the Ministry of Natural Resources and Forestry in accordance with Ontario Regulation 687/21.*

The GRCA Inventory of Programs and Services Update, as well as Progress Report #4 are attached for your information. In accordance with O.Reg 687/21 under the *Conservation Authorities Act*, the Inventory will also be [posted on our website](#) and circulated separately as official submission to the Ministry of Natural Resources and Forestry.

Should you have any comments on the update and progress report please reach out directly to [Samantha Lawson](#).

Kind regards,

Eowyn Spencer

Executive Assistant

Grand River Conservation Authority

400 Clyde Road, PO Box 729

Cambridge, ON N1R 5W6

Office: 519-621-2763 ext. 2240

Toll-free: 1-866-900-4722

Grand River Conservation Authority

Report number: GM-03-23-25

Date: March 24, 2023

To: General Membership of the Grand River Conservation Authority

Subject: Updated Inventory of Programs and Services – Requirement under O.Reg.687/21

Recommendation:

THAT the updated Inventory of Programs and Services be approved, circulated to all participating Grand River watershed municipalities, posted on the Grand River Conservation Authority website, and submitted to the Ministry of Natural Resources and Forestry in accordance with Ontario Regulation 687/21.

Summary:

The P&S Inventory charts have been updated to reflect the:

- 1) government mandate that prohibits Conservation Authorities from providing planning services related to natural heritage, and
- 2) reallocation of certain Conservation Services activities from Category 2 to Category 3.

Report:

As a requirement under *O.Reg.687/21*, the Grand River Conservation Authority (GRCA) has developed an Inventory of Programs and Services based on the three categories identified in the Regulation. These categories include: (1) Mandatory, (2) Municipally requested, and (3) Other (Authority determines are advisable).

On January 28, 2022, Feb 25, 2022, and December 16, 2022 draft versions of the Inventory of Programs and Services were presented to the Board. Following Board approval, they were posted on the GRCA website, and circulated to all participating municipalities and the Ministry of Environment, Conservation, and Parks.

Updated Charts A, B, C, and D are attached and a summary of the changes are provided in TABLE 1 – Summary of Changes. These updated charts reflect the government mandate that prohibits Conservation Authorities from providing planning services related to natural heritage and a reallocation of certain Conservation Services activities from Category 2 to Category 3.

Chart A updates:

- a) Eliminate Item #5 – Planning Services (Natural Heritage) as a Category 2 group given mandate by government which prevents conservation authorities from commenting on planning services related to natural heritage.
- b) Revise description wording for item #9 -Watershed Services (Category 2) to better define the scope of conservation services activities undertaken.
- c) Revise description wording for item #10 Conservation Services (other program areas) to reflect the reallocation of certain conservation services from Category 2 to Category 3.

Chart B updates:

- a) Item #4 Resource Planning-Plan Input and Review, Permitting and Solicitor Enquiries
 - Reallocated costs from item #5 to item #4. The percentage revenue distribution figures represent the estimated revenue distribution for the draft 2023 budget. The full cost from item #5 that is being eliminated has been allocated to item #4. It is expected that some of the item #5 category 2 costs will be considered category 1

activities. For example, wetland assessment related to hydrological features are considered category 1 and staff time will be reallocated to category 1 activities to meet service demands. Funding for added costs will be managed by use of the transition reserve as a short-term strategy.

- b) Item #5 Planning Services (Natural Heritage) – Category 2
 - Reallocated costs to item #4 – Category 1 planning services.
- c) Item #9 – Watershed Services
 - The cost figures remained the same given that the only specific service delivery item being reclassified are water festivals which have not been held since 2019, thus no costs were included in the draft 2022 budget and draft 2023 budget. The applicable costs being considered are nominal in nature historically.
- d) Item #10 - Conservation Services-(other program areas)
 - The costs remained the same given the nominal amounts involved. See item #9 above for rationale to not adjust costs.

Chart C updates:

- a) Remove 'Planning Services (Natural Heritage)'
- b) Revise description for Watershed Services to coincide with description from Chart A (item #9)

Chart D updates:

- a) Revise description for Conservation Services (non-municipal program areas) to coincide with description from Chart A (item #10)

TABLE 1 - Summary of Changes:

Item #	P&S Inventory Jan 1, 2023	Revised P&S Inventory April 1, 2023	Comments
4	Resource Planning-Plan Input and Review, Permitting and Solicitor Enquiries	Modify Costs	Reallocated costs from item #5 to items #4. Recalculated revenue percentages.
5	Planning Services (Natural Heritage)	Eliminated.	Reallocated costs to item #4
9	Watershed Services	Reclassify certain types of conservation services from Category 2 to Category 3 (i.e. water festivals)	Rationale: (a) the expectations of participating municipalities would be better managed by classifying certain activities as category 3, (b) benefiting municipality clearly delineated and serviced based on specific agreement, and (c) limited available GRCA resources can be better managed (i.e. manage the capacity of existing staff resources)
10	10(a) Conservation Services (non-municipal program areas)	10(a) title changed to Conservation Services (Other Programs)	See item #9 above for rationale.

Item #	P&S Inventory Jan 1, 2023	Revised P&S Inventory April 1, 2023	Comments
	10(b) Volunteer Engagement	Reclassify certain types of conservation services from Category 2 to Category 3 (i.e. water festivals)	

Once the updated Inventory of Programs and Services is approved, it will be circulated to all participating municipalities and the Ministry of Natural Resources and Forestry (MNRF) prior to the legislative deadline of April 1, 2023. The Inventory will also be posted on the Grand River Conservation Authority's website for public access.

Financial Implications:

Not applicable.

Other Department Considerations:

Not applicable.

Submitted by:

Samantha Lawson
Chief Administrative Officer

CHART A

Programs & Services Inventory Listing - Category, Description, Rationale for Category-March 24 2023 (version #4)

GRAND RIVER CONSERVATION AUTHORITY

To March 24th, 2023 General Membership Meeting

	Programs & Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Applicable Section of the Act	Description	Category 1 Programs & Services- Applicable Section under Regulation 686/21 'Mandatory Programs and Services'
¹	Flood Forecasting & Warning (FFW)	1	<p><u>21.1 (1) para 1. (i)</u> P&S related to risk of natural hazards</p> <p><u>21.1 (1) para 1. (iv)</u> Services provided related to duties and functions under the Act.</p> <p><u>21.1 (1) para 2.</u> Other P&S not included in para 1.</p>	<ul style="list-style-type: none"> • Maintain computerized (Flood Forecasting and Warning) FFW system. • Operate 24 hour on call/duty officer system to respond to flooding events. • Maintain Communications and Emergency Response systems. • Collect and maintain data from dams, streamflow gauges, rainfall gauges, and snow courses. • Issue flood warnings • Operate reservoirs to reduce flooding. 	<p>Section 2 Flood forecasting and warning</p> <p>Section 12 (1)2, 12(1)3, 12(1)4</p>
²	Water Control Structures-Flood Control, Small Dams & Ice Management	1	<p><u>21.1 (1) para 1. (i)</u> P&S related to risk of natural hazards - <i>Flood Control Structures & Ice Management</i></p> <p><u>21.1 (1) para 1. (ii)</u> P&S related to management of lands owned by Authority- <i>Small Dams</i></p>	<p><u>Flood Control Structures</u> Operate and maintain 7 major flood control structures, 5 major dike systems.</p> <ul style="list-style-type: none"> • Perform dam safety reviews, inspections, monitoring, and capital maintenance and upgrade projects. • Develop and implement public safety plans for structures. <p><u>Small Dams</u></p> <ul style="list-style-type: none"> • Operate and maintain 22 small dams and surrounding lands. <p><u>Ice Management</u></p> <ul style="list-style-type: none"> • Perform Ice Management Activities and respond to flooding from ice jams by issuing flood warnings 	<p>Section 1 (1) (3) Risk of flooding hazard</p> <p>Section 5 (1) (1) Water control infrastructure</p> <p>Section 5 (1) (2) Erosion control infrastructure</p> <p>Section 9 (2) (i), (ii), (iv) Conservation lands-required component</p> <p>Section 4 - Ice management</p>

	Programs & Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Applicable Section of the Act	Description	Category 1 Programs & Services- Applicable Section under Regulation 686/21 'Mandatory Programs and Services'
				and providing support to municipal emergency management personal <ul style="list-style-type: none"> • <i>NEW-Develop and Implement Operational Plan Natural Hazard Infrastructure by Dec 31, 2024</i> • <i>NEW-Develop Asset Management Plan Natural Hazard Infrastructure by Dec 31, 2024</i> • <i>NEW - Develop Ice Management Plan by December 31, 2024</i> 	
3	Floodplain Mapping	1	<u>21.1 (1) para 1. (i)</u> P&S related to risk of natural hazards	<ul style="list-style-type: none"> • Update and maintain flood line mapping. • Develop natural hazards mapping. 	Section 1 (3) (1) (i) Collect information and map areas of natural hazards.
4	Resource Planning- Plan Input and Review, Permitting and Solicitor Enquiries	1	<u>21.1 (1) para 1. (i)</u> P&S related to risk of natural hazards	<ul style="list-style-type: none"> • Process permits related to development, alteration or other activities in regulated areas. • Review official plans, secondary and community plans, zoning bylaws, development applications and other proposals (i.e. environmental assessments) • Enforce applicable regulations. • Develop and maintain policies and guidelines to manage natural hazards. • Provide advisory services to the province and municipalities. 	Section 6 - comment on applications, proposals Section 7 - plan review, comments Section 8 - administering and enforcing the act
5	Planning Services (Natural Heritage)		Eliminated		
6	Watershed Resources- Planning	1	<u>21.1 (1) para 1. (i)</u> P&S related to risk of natural hazards <u>21.1 (1) para 1. (iii)</u>	<ul style="list-style-type: none"> • Operate monitoring stations. • Complete field sampling in support of the Provincial Water Quality Network. • Maintain provincial ground monitoring network (PGWN). 	Section 3 - Drought or low water response. Section 5 (2) (1) - Develop Operational Plan Section 5 (2) (2) - Develop Asset Management Plan

	Programs & Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Applicable Section of the Act	Description	Category 1 Programs & Services- Applicable Section under Regulation 686/21 'Mandatory Programs and Services'
			<p>P&S related to duties as a source protection authority under the Clean Water Act.</p> <p><u>21.1 (1) para 1. (2)</u> Other P&S prescribed by regulations.</p>	<ul style="list-style-type: none"> • Maintain water budget to support sustainable water use in the watershed. • Operate a drought response program. • Analyze and report on water quality conditions in the Grand River. Provide technical advice to municipal waste water master plans, assimilative capacity studies and municipal waste water optimization. • Provide advice on water use permits to province. • Report on emerging climate change impacts. • <i>NEW - Prepare Watershed-based Resource Management Strategy by Dec 31, 2024</i> 	<p>Section 5 (4) Update operational or asset management plans Section 12 (1) 1. - Groundwater Monitoring Section 12 (1) 2. - Stream Monitoring Section 12 (1) 3. - Watershed-based Management Strategy Section 13 - Source Protection Authority under Clean Water Act</p>
⁷	Planning Services (Subwatershed Planning)	2	<p><u>21.1.1</u> P&S provided on behalf of a municipality under an MOU</p>	<ul style="list-style-type: none"> • Partner with municipalities to provide natural heritage input and review for subwatershed and other plans for streams and tributaries, which provide background on surface water, ground water, natural heritage ecosystems and recommend sustainable solutions to urban growth. 	<p>Not applicable. See CHART C for information required to be provided under Regulation Section 6 Subsection (5).</p>
⁸	Source Protection Planning	1	<p><u>21.1 (1) para 1. (iii)</u> P&S related to duties as a source protection authority under the Clean Water Act.</p>	<ul style="list-style-type: none"> • Deliver the provincial source protection planning program under the Clean Water Act 2006 for the Lake Erie Source Protection Region made up of four watersheds. 	<p>Section 13 - Source Protection Authority under Clean Water Act</p>
⁹	Watershed Services	2	<p><u>21.1.1</u> P&S provided on behalf of a municipality under an MOU</p>	<p><u>Conservation Services:</u></p> <ul style="list-style-type: none"> • Coordinate the grant program delivered to private landowners to encourage adoption of agricultural and rural landowner best management practices and projects to improve and protect water quality, 	<p>Not applicable. See CHART C for information required to be provided under Regulation Section 6 Subsection (5).</p>

	Programs & Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Applicable Section of the Act	Description	Category 1 Programs & Services- Applicable Section under Regulation 686/21 'Mandatory Programs and Services'
				<p>soil health and related initiatives (i.e. restore natural areas and private land tree planting).</p> <ul style="list-style-type: none"> Participate in and deliver community events, and agricultural/landowner workshops to promote landowner environmental stewardship action. <p><u>Water Quality:</u></p> <ul style="list-style-type: none"> wastewater optimization, surface water quality monitoring, modelling, analysis and reporting, and groundwater quality analysis and reporting <p><u>Watershed sciences and collaborative planning:</u></p> <ul style="list-style-type: none"> watershed and landscape science, reporting, plans and working groups 	
10	<p>10 (a) Conservation Services (other program areas)</p> <p>10 (b) Volunteer Engagement</p>	3	<p>21.1.2</p> <p>P&S that the authority determines to provide within its area of jurisdiction to further the purpose of this Act.</p>	<p><u>10 (a)</u></p> <ul style="list-style-type: none"> Deliver special projects that study and/or provide awareness and education related to improving and protecting water quality and related initiatives. This may include special events such as water festivals. <p><u>10(b)</u></p> <ul style="list-style-type: none"> Develop and deliver GRCA volunteer activities to enable public participation in GRCA environmental activities. The delivery model for this program is under review. 	<p>Not applicable.</p> <p>See CHART D for information required to be provided under Regulation Section 6 Subsection (6).</p>
11	Conservation Lands Management-Operating and Capital Maintenance costs related to authority owned	1	<p>21.1 (1) para 1. (ii)</p> <p>P&S related to conservation and management of lands owned by Authority.</p>	<ul style="list-style-type: none"> Maintain passive conservation areas. Maintain property integrity (i.e. encroachments) and security (unauthorized use) Develop and maintain trail network. Manage wetlands and floodplain lands. Capital and operational support services provided to maintain the built infrastructure on GRCA lands. 	<p>Section 9 (1) (1) prepare a conservation area strategy by Dec 31, 2024.</p> <p>Section 9 (1) (2) Conservation lands-required component-objectives</p>

	Programs & Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Applicable Section of the Act	Description	Category 1 Programs & Services- Applicable Section under Regulation 686/21 'Mandatory Programs and Services'
	lands including Trail Management, Land acquisitions and disposal, property taxes			<ul style="list-style-type: none"> • Create and maintain Asset Management Plan for built infrastructure on GRCA lands. • Dispose of lands declared surplus and plan for disposition of other surplus lands. • Acquire environmentally significant conservation lands (<i>greenspace management</i>). • NEW- Prepare a conservation area strategy • NEW - Prepare a land inventory by Dec 31, 2024 	Section 9 (1) (3) prepare land inventory by Dec 31, 2024
12	Conservation Lands Management-Hazard Tree Management, Forestry Management-Operations	1	<p><u>21.1 (1) para 1. (i)</u> P&S related to risk of natural hazards</p> <p><u>21.1 (1) para 1. (ii)</u> P&S related to conservation and management of lands owned by Authority.</p>	<ul style="list-style-type: none"> • Operate hazard tree management program on GRCA lands • Deliver forest management, tree planting, woodlot thinning, selective harvesting, and naturalization projects on GRCA lands • Maintain the Managed Forest Tax Incentive Program. • Invasive Species Management. 	<p>Section 1 (1) (4) Risk of hazardous lands</p> <p>Section 9 (1) (2) Conservation lands-required components</p>
13	Conservation Lands-Natural Heritage Management	1	<u>21.1 (1) para 1. (ii)</u> P&S related to conservation and management of lands owned by Authority.	<ul style="list-style-type: none"> • Provide planning services/assistance to enhance, restore, rehabilitate, and protect aquatic and terrestrial ecosystems on GRCA owned lands. 	Section 9 (2) (iv) Conservation lands-required components
14	Private Land Tree Planting & Nursery Operations	3	<u>21.1.2</u> P&S that the authority determines to provide within its area of jurisdiction	<ul style="list-style-type: none"> • Provide services to private and public landowners and community groups to engage in tree planting activities. • Operate the Burford Nursery. 	Not applicable. See CHART D for information required to be provided under Regulation Section 6 Subsection (6).

	Programs & Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Applicable Section of the Act	Description	Category 1 Programs & Services- Applicable Section under Regulation 686/21 'Mandatory Programs and Services'
			to further the purpose of this Act.		
15	Environmental Education	3	21.1.2 P&S that the authority determines to provide within its area of jurisdiction to further the purpose of this Act.	Deliver outdoor education sessions: <ul style="list-style-type: none"> • school classes • day-camp program • community groups • private groups Operate six outdoor education centres-Apps, Laurel Creek, Shades Mills, Guelph, Taquanyah, Rockwood.	Not applicable. See CHART D for information required to be provided under Regulation Section 6 Subsection (6).
16	Property Rentals	3	21.1.2 P&S that the authority determines to provide within its area of jurisdiction to further the purpose of this Act.	<ul style="list-style-type: none"> • Rent 733 cottage lots at Belwood Lake and Conestogo Lake. • Lease agricultural lands. • Lease 8 residential units. • Over 50 miscellaneous commercial agreements for use of GRCA lands. 	Not applicable. See CHART D for information required to be provided under Regulation Section 6 Subsection (6).
17	Hydro Production	3	21.1.2 P&S that the authority determines to provide within its area of jurisdiction to further the purpose of this Act.	<ul style="list-style-type: none"> • Generate hydro revenue from turbines at four dams (Shand, Connestogo, Guelph and Drimmie). 	Not applicable. See CHART D for information required to be provided under Regulation Section 6 Subsection (6).
18	Conservation Areas	3	21.1.2 P&S that the authority determines to provide within its area of jurisdiction to further the purpose of this Act.	<ul style="list-style-type: none"> • Operate 11 active Conservation Areas (8 camping and 3 day-use only). • Operate Luther Conservation Area • Offer hunting on some GRCA Lands 	Not applicable. See CHART D for information required to be provided under Regulation Section 6 Subsection (6).

	Programs & Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Applicable Section of the Act	Description	Category 1 Programs & Services- Applicable Section under Regulation 686/21 'Mandatory Programs and Services'
19	Communications -Mandatory	1	<u>21.1 (1) para 1. (iv)</u> Services provided related to duties and functions under the Act.	<ul style="list-style-type: none"> • Media Relations • Public Relations and awareness building • Website management • Social media management • Community engagement and public consultation • Corporate brand management 	Regulations pending.
20	Communications -Non-mandatory programs	3	<u>21.1.2</u> P&S that the authority determines to provide within its area of jurisdiction to further the purpose of this Act.	<ul style="list-style-type: none"> • Media Relations • Public Relations and awareness building • Website management • Social media management 	Not applicable. See CHART D for information required to be provided under Regulation Section 6 Subsection (6).
21	Corporate Services- Mandatory	1	<u>21.1 (1) para 1. (iv)</u> Services provided related to duties and functions under the Act.	<p>Provide the following administrative services that support mandatory program delivery:</p> <ul style="list-style-type: none"> • Office of the CAO • Finance • Human Resources/ Health & Safety • Payroll • Office Services • Building Services <p>Administrative expenses incurred:</p> <ul style="list-style-type: none"> • General membership • Head office building • Office supplies, postage, bank fees • Head office communication system • Insurance • Audit Fees • Consulting, legal, labour relations • H&S Equipment, inspections, training • Conservation Ontario Fees 	Regulations pending.

	Programs & Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Applicable Section of the Act	Description	Category 1 Programs & Services- Applicable Section under Regulation 686/21 'Mandatory Programs and Services'
				<ul style="list-style-type: none"> • Corporate Professional Development • Unallocated Motor Pool and Information • Systems and Technology expenses • Uninsured losses, damage to GRCA assets 	
22	Corporate Services- Non-Mandatory programs	3	21.1.2 P&S that the authority determines to provide within its area of jurisdiction to further the purpose of this Act.	Allocate administrative services and expenses that are incremental to delivering non-mandatory programs: <ul style="list-style-type: none"> • Finance • Office supplies, postage, bank fees • Head office communication system • Insurance • Audit Fees • Consulting, legal, labour relations • H&S Equipment, inspections, training • Conservation Ontario Fees • Corporate Professional Development • General 	Not applicable. See CHART D for information required to be provided under Regulation Section 6 Subsection (6).

CHART B

P&S Inventory Listing - Costs & Funding Sources (note 1) – March 24 2023 (version #4)

GRAND RIVER CONSERVATION AUTHORITY

To March 24th, 2023 General Membership Meeting

Ref #	P&S Inventory Name	Category	TOTAL EXPENSES (Source: draft 2023 Budget)	TOTAL EXPENSES (Source: draft 2022 Budget)	Annual EXPENSES- Five Year Average 2017-2021	Municipal Levy	Municipal MOUs/ Agreements	Provincial/ Federal / Other Municipal	Self-Generated-Program Revenue	Self-Generated-Other Revenue (note 2)	Reserves	Comment
1	Flood Forecasting & Warning (FFW)	1	\$1,113,000	\$1,033,000	\$1,063,000	78%		15%			8%	Provincial Section 39 Funding
2	Water Control Structures-Flood Control, Small Dams, Ice Management	1	\$3,643,200	\$3,457,700	\$3,413,000	70%		27%			3%	Provincial Section 39 Funding and WECL Funding
3	Floodplain Mapping	1	\$105,000	\$100,000	\$375,000	100%		TBD			TBD	Federal Funding available for special projects combined with use of reserves.
4	Resource Planning-Plan Input and Review, Permitting and Solicitor Enquiries	1	\$2,563,800 (was \$2,101,500)	\$2,291,200 (was \$2,051,200)	\$1,925,000 (was \$1,685,000)	48%		2% (was nil)	48% (was 50%)		2%	Permit, Plan Review & Solicitor Enquiry Fee Revenue Federal-Species at Risk
5	Planning Services (Natural Heritage)	eliminate	NIL (was \$462,300)	NIL (was \$240,000)	NIL (was \$240,000)		NIL Was 70%	NIL (was 9%)	NIL (was 21%)			
6	Watershed Resources-Planning	1	\$1,386,000	\$1,651,400	\$1,684,000	92%			3%		5%	

Ref #	P&S Inventory Name	Category	TOTAL EXPENSES (Source: draft 2023 Budget)	TOTAL EXPENSES (Source: draft 2022 Budget)	Annual EXPENSES- Five Year Average 2017-2021	Municipal Levy	Municipal MOUs/ Agreements	Provincial/ Federal / Other Municipal	Self-Generated-Program Revenue	Self-Generated-Other Revenue (note 2)	Reserves	Comment
7	Planning Services (Subwatershed Planning)	2	\$280,000	\$233,000	\$262,000		82%	18%				Other Municipal-Current Municipal agreements
8	Source Protection Planning	1	\$640,000	\$640,000	\$1,058,000			100%				Provincial Funding
9	Watershed Services	2	\$1,562,500	\$1,386,200	\$1,551,000		49%	51%				Provincial Funding & Other Municipal-Current Municipal agreements
10	10 (a) Conservation Services (other program areas) 10 (b) Volunteer Engagement	3	10(a) \$71,200 10(b) \$10,000	NIL	\$97,000			37%		63%		Provincial Funding
11	Conservation Lands Management-Operating and Capital Maintenance costs related to authority owned lands including Trail Management, Land acquisitions and disposals, property taxes	1	\$2,314,800	\$2,043,800	\$2,625,000	91%					9%	Reserves for Demolition expense. Land acquisition and disposal costs are funded with reserves.

Ref #	P&S Inventory Name	Category	TOTAL EXPENSES (Source: draft 2023 Budget)	TOTAL EXPENSES (Source: draft 2022 Budget)	Annual EXPENSES- Five Year Average 2017-2021	Municipal Levy	Municipal MOUs/ Agreements	Provincial/ Federal / Other Municipal	Self-Generated- Program Revenue	Self-Generated- Other Revenue (note 2)	Reserves	Comment
12	Conservation Lands Management-Hazard Tree Management, Forestry Management-Operations	1	\$539,000	\$509,900	\$478,000	92%			8%			Timber Sales Revenue, Donations
13	Conservation Lands- Natural Heritage Management	1	\$185,800	\$238,000	\$349,000	100%			TBD			TBD- Ecological Restoration special projects with external funding
14	Private Land Tree Planting & Nursery Operations	3	\$867,300	\$862,400	\$777,000				67%	33%		Fee revenue and allocation of Category 3 Fee Revenue
15	Environmental Education	3	\$675,100	\$653,600	\$1,072,000				74%	26%		Fee Revenue
16	Property Rentals	3	\$1,095,200	\$1,022,500	\$1,144,000				100%			Fee Revenue
17	Hydro Production	3	\$212,000	\$210,000	\$384,000				100%			Fee Revenue
18	Conservation Areas	3	\$10,887,000	\$9,428,000	\$9,750,000				92%	3%	5%	Fee Revenue
19	Communications-Mandatory	1	\$497,500	\$477,500	\$486,000	100%						
20	Communications-Non-mandatory programs	3	\$100,000	\$100,000	\$92,000					100%		Allocation of Category 3 Fee Revenue

Ref #	P&S Inventory Name	Category	TOTAL EXPENSES (Source: draft 2023 Budget)	TOTAL EXPENSES (Source: draft 2022 Budget)	Annual EXPENSES- Five Year Average 2017-2021	Municipal Levy	Municipal MOUs/ Agreements	Provincial/ Federal / Other Municipal	Self-Generated-Program Revenue	Self-Generated-Other Revenue (note 2)	Reserves	Comment
21	Corporate Services-Mandatory	1	\$3,372,288	\$3,498,288	\$3,125,000	84%		2%	3%		11%	Provincial SPP funding, Interest Income
22	Corporate Services-Non-Mandatory programs	3	\$1,158,000	\$1,086,000	\$874,000					100%		Allocation of Category 3 Fee Revenue

Note 1-Revenue percentages represent estimated revenue distribution of draft 2023 budget expenses under the new regulations.

Note 2-Self generated-Other Revenue represents surplus revenue from category 3 programs (Property Rentals, Hydro Production) and interest income.

CHART C

Programs & Services Inventory Listing - Category 2 - Details of Municipal Agreements – March 24 2023 (version #4)

GRAND RIVER CONSERVATION AUTHORITY

To March 24th, 2023 General Membership Meeting

Extract:

Ontario Regulations 687/21 - Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act

Section 6 Subsection 5 requirements

(5) For each Category 2 program or service listed in the inventory under clause (2) (a), the authority shall include the following information:

1. The name of the municipality on behalf of which the program or service is provided.
2. The date on which the authority and the municipality entered into a memorandum of understanding or another agreement with respect to the provision of the program or service.

Programs & Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Applicable Section of the Act	Description	Memorandum of Understanding (MOU)/Agreement Status
Planning Services (Subwatershed Planning)	2	<u>21.1.1</u> P&S provided on behalf of a municipality under an MOU	<ul style="list-style-type: none"> Partner with municipalities to provide natural heritage input and review for subwatershed and other plans for streams and tributaries, which provide background on surface water, ground water, terrestrial and aquatic ecosystems and recommend sustainable solutions to urban growth. 	Modified and/or additional MOUs will need to be negotiated with municipalities. Future updates to the P&S Inventory listing will reflect the status of MOUs.
Watershed Services	2	<u>21.1.1</u> P&S provided on behalf of a municipality under an MOU	<p><u>Conservation Services:</u></p> <ul style="list-style-type: none"> Coordinate the grant program delivered to private landowners to encourage adoption of agricultural and rural landowner best management practices and projects to improve and protect water quality, soil health and related initiatives (i.e. restore natural areas and private land tree planting). Participate in and deliver community events, and agricultural/landowner workshops to promote landowner environmental stewardship action. <p><u>Water Quality:</u></p> <ul style="list-style-type: none"> wastewater optimization, surface water quality monitoring, modelling, analysis and reporting, and groundwater quality analysis and reporting <p><u>Watershed sciences and collaborative planning:</u></p> <ul style="list-style-type: none"> watershed and landscape science, reporting, plans and working groups 	Modified and/or additional MOUs will need to be negotiated with municipalities. Future updates to the P&S Inventory listing will reflect the status of MOUs.

CHART D

Programs & Services Inventory Listing - Category 3 - Information Requirements – March 24 2023 (version #4)

GRAND RIVER CONSERVATION AUTHORITY

To March 24th, 2023 General Membership Meeting

Extract:

Ontario Regulations 687/21 - Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act

Section 6 Subsection 6 requirements

For each Category 3 program or service listed in the inventory under clause (2) (a), the authority shall include the following information:

1. Whether or not the program or service was financed, in whole or in part, through municipal levies collected from participating municipalities.
2. Whether or not the authority intends to seek to enter into a cost apportioning agreement with one or more participating municipalities to ensure all or part of the financing of the program or service after the transition date.

Programs & Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Applicable Section of the Act	Description	Section 6 (6) Info Requirements
- Conservation Services (other program areas) - Volunteer Engagement	3	21.1.2 P&S that the authority determines to provide within its area of jurisdiction to further the purpose of this Act.	<ul style="list-style-type: none"> Deliver special projects that study and/or provide awareness and education related to improving and protecting water quality and related initiatives. This may include special events such as water festivals. Develop and deliver GRCA volunteer activities to enable public participation in GRCA environmental activities. The delivery model for this program is under review. 	<p>Program and Service has been financed in part through municipal levies.</p> <p>GRCA will seek to obtain other funding sources to deliver these types of programs and services.</p>
Private Land Tree Planting & Nursery Operations	3	21.1.2 P&S that the authority determines to provide within its area of jurisdiction to further the purpose of this Act.	<ul style="list-style-type: none"> Provide services to private and public landowners and community groups to engage in tree planting activities. Operate the Burford Nursery. 	<p>Program and Service has been financed in part through municipal levies.</p> <p>GRCA would seek to obtain other funding sources to deliver this program and service.</p> <p><i>Note: Indirect overhead costs related to this program are included under Communications (non-mandatory) and Corporate Services (non-mandatory) listed below.</i></p>

Programs & Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Applicable Section of the Act	Description	Section 6 (6) Info Requirements
Environmental Education	3	21.1.2 P&S that the authority determines to provide within its area of jurisdiction to further the purpose of this Act.	Deliver outdoor education sessions: <ul style="list-style-type: none"> • school classes • day-camp program • community groups • private groups Operate six outdoor education centres-Apps, Laurel Creek, Shades Mills, Guelph, Taquanyah, and Rockwood.	Program and Service has been financed in part through municipal levies. GRCA will seek to obtain other funding sources to deliver this program and service. <i>Note: Indirect overhead costs related to this program included under Communications (non-mandatory) and Corporate Services (non-mandatory) listed below.</i>
Property Rentals	3	21.1.2 P&S that the authority determines to provide within its area of jurisdiction to further the purpose of this Act.	<ul style="list-style-type: none"> • Rent 733 cottage lots at Belwood Lake and Conestogo Lake. • Lease agricultural lands • Lease 8 residential units • Over 50 miscellaneous commercial agreements for use of GRCA lands. 	Program and Service was not financed through municipal levies. <i>Note: Indirect overhead costs related to this program included under Communications (non-mandatory) and Corporate Services (non-mandatory) listed below.</i>
Hydro Production	3	21.1.2 P&S that the authority determines to provide within its area of jurisdiction to further the purpose of this Act.	<ul style="list-style-type: none"> • Hydro generating revenue earned at four dam locations (Shand, Conestogo, Guelph and Drimmie). 	Program and Service was not financed through municipal levies. <i>Note: Indirect overhead costs related to this program included under Communications (non-mandatory) and Corporate Services (non-mandatory) listed below.</i>
Conservation Areas	3	21.1.2 P&S that the authority determines to provide within its area of jurisdiction to further the purpose of this Act.	<ul style="list-style-type: none"> • Operate 11 active Conservation Areas (8 camping and 3 day-use only). • Operate Luther Conservation Area • Offer hunting on some GRCA Lands 	Program and Service was not financed through municipal levies. <i>Note: Indirect overhead costs related to this program included under Communications (non-mandatory) and Corporate Services (non-mandatory) listed below.</i>

Programs & Services Inventory	Category 1-Mandatory 2-Municipal P&S 3-Other	Applicable Section of the Act	Description	Section 6 (6) Info Requirements
Communications -Non-mandatory programs	3	<u>21.1.2</u> P&S that the authority determines to provide within its area of jurisdiction to further the purpose of this Act.	<ul style="list-style-type: none"> • Media Relations • Public Relations and awareness building • Website management • Social media management 	<p>Program and Service has been financed in whole through municipal levies.</p> <p>GRCA will allocate revenue from other programs and services.</p>
Corporate Services- Non-Mandatory programs	3	<u>21.1.2</u> P&S that the authority determines to provide within its area of jurisdiction to further the purpose of this Act.	<p>Allocate administrative services and expenses that are incremental to delivering non-mandatory programs:</p> <ul style="list-style-type: none"> • Finance • Office supplies, postage, bank fees • Head office communication system • Insurance • Audit Fees • Consulting, legal, labour relations • H&S Equipment, inspections, training • Conservation Ontario Fees • Corporate Professional Development • General 	<p>Program and Service has been financed in whole through municipal levies.</p> <p>GRCA will allocate revenue from other programs and services.</p>

Grand River Conservation Authority

Report number: GM-03-23-24

Date: March 24, 2023

To: Members of the Grand River Conservation Authority

Subject: Progress Report #4- Ontario Regulation 687/21

Recommendation:

THAT Progress Report #4 be approved, circulated to all participating Grand River watershed municipalities, posted on the Grand River Conservation Authority website, and submitted to the Ministry of Natural Resources and Forestry in accordance with Ontario Regulation 687/21.

Summary:

Not applicable.

Report:

As a requirement under *Ontario Regulation 687/21*, the Grand River Conservation Authority (GRCA) developed and approved a Transition Plan (December 17, 2021) and Inventory of Programs and Services (version 1, dated February 28, 2022). The Inventory of Programs and Services is based on the three categories identified in the Regulation. These categories include (1) Mandatory, (2) Municipally requested, and (3) Other (Authority determines are advisable).

As required under Ontario Regulation 687/21 and identified in GRCA's Transition Plan, the GRCA is providing its Progress Report. Under the Regulation, the Progress Reports must include the following;

- Any comments or other feedback submitted by a municipality regarding the inventory
- A summary of any changes that the Authority has made to the inventory to address comments or other feedback- including a copy of the changed inventory and a description of changes
- An update on the progress of negotiations on agreements with participating municipalities
- Any difficulties that the Authority is experiencing that might affect the ability of the Authority to complete the transition plan milestones

Progress Report Details

- 1) Municipal Comments/Feedback:
 - At this time, staff have not received any formal comments or concerns from the participating municipalities regarding the original Inventory of Programs and Services, or any of the updates including the most recent version, dated December 16, 2022.
- 2) Summary of Changes to Inventory of Programs and Services:
 - The Inventory of Programs and Services is updated to reflect refinements in Category 2 related to the Prescribed Acts Regulation (Ontario Regulation 596/22).
- 3) Update on the Progress of Negotiations with Participating Municipalities on Category 2 Programs and Services:
 - At this time, the GRCA is on track with the schedule identified in the GRCA's Transition Plan.

- Negotiation meetings with participating municipalities for Category 2 Programs and Services MOUs have started. Initial meetings have been completed with 11 out of the 22 participating municipalities.
 - GRCA staff will continue to work with neighbouring Conservation Authorities (where possible) to help streamline the process of negotiations with shared participating municipalities on Category 2 Programs and Services.
- 4) Difficulties Reaching Transition Plan Milestones:
- At this time, there have not been any difficulties identified in meeting transition plan milestones.

Once the Progress Report is approved, it will be circulated to all watershed municipalities and the Ministry of Natural Resources and Forestry. The Progress Report will also be posted on GRCA's website for public access.

Financial Implications:

Not applicable.

Other Department Considerations:

Not applicable.

Submitted by:

Samantha Lawson
Chief Administrative Officer

*Grand Valley Medical & Dental Board
c/o Town of Grand Valley 5 Main Street North
Grand Valley, ON L9W 5S6*

March 23, 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 27th, 2023 Grand Valley Medical-Dental Board meeting a following resolution was passed:

Resolution 2023-02-08

Moved by S. Soloman, Seconded by P. Rentsch

BE IT RESOLVED THAT the Board directs the secretary to inform the 3 participating councils of the intention to dissolve the board and Grand Valley solely administer the Medical Centre.

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 MEDICAL-DENTAL BOARD – Secretary/Treasurer



The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Highway 10, Melancthon, Ontario, L9V 2E6

Telephone - (519) 925-5525

Fax No. - (519) 925-1110

Website: www.melancthontownship.ca

Email: info@melancthontownship.ca

March 17, 2023

Upper Grand Watershed Committee
Attention: Lenora Banfield, Chairperson
Email: lbانfield@eastgarafraxa.ca

Dear Ms. Banfield,

Re: Discontinuation of Participation in the Upper Grand Watershed Committee

At the meeting of Council held on March 16, 2023, Council decided that it would discontinue its participation in the Upper Grand Watershed Committee.

Council feels that it is able to communicate and work collaboratively with its GRCA Representative, and Township Staff also work collaboratively with GRCA Staff, therefore Council feels there is no need to continue on with this Committee.

Council would like to thank everyone involved in the Upper Grand Watershed Committee for their efforts.

Yours truly,

Denise B. Holmes, AMCT
CAO/Clerk

- c. Township of Amaranth
- Township of East Garafraxa
- Township of Southgate



Our File No: CV048-2023

Delivered by e-mail to:
jkennedy@eastgarafraxa.ca

April 4, 2023

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

RE: Ontario School Board Elections

Dear Jessica Kennedy,

We acknowledge receipt of correspondence dated March 9, 2023, with respect to the above noted matter.

In accordance with the City's policy your correspondence has been forwarded to the Mayor and Members of Council. A member of Council may request the matter be listed on a Council/Committee agenda for consideration.

Should this matter be listed on an agenda, we will advise you of any action taken by Vaughan Council.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'T. Coles', with a long horizontal stroke extending to the left.

Todd Coles
City Clerk

TC/lc

March 21, 2023

Mayor Annette Groves
Town of Caledon
6311 Old Church Rd.
Caledon, ON, L7C 1J6
Via Email: annette.groves@caledon.ca

Re: Town of Orangeville resolution in support of terms of the development of terms of reference for a traffic and road safety study to be funded by MTO for the full length of Hwy 10.

Dear Mayor Groves,

On February 27, 2023, the Town of Orangeville Council passed the below resolution to provide support to the Town of Caledon's request to the Province to develop terms of reference for a traffic and road safety study.

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

WHEREAS Provincial Highway 10, from the northern border of Brampton to the intersection of First Street in Orangeville, 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 Town of Orangeville would benefit from such a traffic and road safety study being done including the length of Highway 10 within Orangeville; and

NOW 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 Orangeville in the proposed study; and

THAT the Town of Orangeville 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.”

We respectfully support Town of Caledon’s request and look forward to hearing of the response and actions taken by the Province and MTO.

Sincerely,



Lisa Post
Mayor

c.c. Premier Doug Ford,
Deputy Premier Sylvia Jones,
Minister of Transportation, Caroline Mulroney
All Dufferin County Municipalities

Jessica Kennedy

Subject: FW: Municipal Telecommunications

From: Jennifer Willoughby

Sent: Tuesday, March 14, 2023 2:09 PM

Subject: RE: Municipal Telecommunications

Good Afternoon

The Town of Shelburne passed the following resolution at their March 13, 2023 Council meeting:

Moved By Councillor Benotto

Seconded By Councillor Fegan

BE IT RESOLVED THAT Council receives report LS2023-02 regarding Public Safety-County Wide Telecommunication Systems dated March 13, 2023;

AND THAT Council supports, in principle, the concept of a universal Public Safety County Wide Communication Systems in Dufferin County that is inclusive of lands within the Town of Shelburne.

CARRIED, W. Mills

Thank You

Jennifer Willoughby, Director of Legislative Services/Clerk

Phone: 519-925-2600 ext 223 | Fax: 519-925-6134 | jwilloughby@shelburne.ca

Town of Shelburne | 203 Main Street East, Shelburne ON L9V 3K7

www.shelburne.ca

Town Hall will be open to the public Monday to Friday from 8:30 am to 12:00 pm and 1:00 pm and 4:30 pm. The office will be closed between 12:00 pm to 1:00 pm. There will be no public access to Town Hall each day from 12:00 pm to 1:00 pm.

We are encouraging everyone to continue to take advantage of digital processes. The best way to reach staff is by email. You can pay your bills online by visiting our webpage [Paying My Bills](#). Appointments at Town Hall are available upon request. You can request an appointment by visiting [Save my Spot](#) on our website.

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

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

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

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

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



March 29, 2023

Mandi Pearson, Clerk/operations Clerk
Town of Petrolia
411 Greenfield Street
Petrolia, ON N0N 1R0

Via Email: mpearson@petrolia.ca

RE: School Board Elections

Dear Ms. Pearson;

Please be advised that at the Regular Meeting of Council on March 13, 2023, your letter dated December 12, 2022 regarding *School Board Elections*, was discussed.

After review, Council passed the resolution that reads in part as follows:

"THAT at the Regular Council Meeting of March 13, 2023, Council received a resolution of support passed by the Town of Petrolia regarding School Board Elections where Council directed staff to bring back a motion of support;

AND THAT Council of the Town of Fort Frances hereby support the resolution from the Town of Petrolia dated December 12, 2022 as attached hereto and forming part of this resolution."

If you have any questions regarding the above resolution, please do not hesitate to contact me via phone or email at msexton@fortfrances.ca

Sincerely,

ADMINISTRATION & FINANCE DIVISION

A handwritten signature in blue ink, appearing to be 'Mia Sexton'.

Mia Sexton
Deputy Clerk

c.c. Hon. Stephen Lecce, Minister of Education
All Ontario Municipalities

March 23, 2023

Tracy Robinson, CN Rail President and CEO
Montreal (Headquarters)
935 de La Gauchetiere Street West
Montreal, Quebec, Canada
H3B 2M9

Dear Tracy Robinson:

RE: Support for CN Railway Contribution Requirements under the *Drainage Act* and Impacts on Municipal Drain Infrastructure in Ontario

Please be advised that at their meeting held on March 21, 2023, the Council of the Township of Howick passed the following resolution:

Resolution No. 93-23

Moved by: Councillor Hargrave

Seconded by: Councillor Grimes

That Council of the Township of Howick support and endorse the Township of Warwick resolution, dated November 16, 2022; and

That Council of the Township of Howick requests that CN Rail:

- 1. be called upon to act as a partner to municipalities and agriculture in Ontario and reconsider its position that the Drainage Act does not apply to it as a public entity and*
- 2. That CN Rail contribute to all municipal drains in Ontario, as per section 26 of the Drainage Act, and work to expedite its response timelines to the fifty-five projects currently on hold in Ontario so that the projects impacting the agricultural sector can proceed and be dealt with in a timely manner after years of delay cause directly by CN Rail;*

And Further that this resolution be circulated to Minister of Agriculture, Food and Rural Affairs/Huron-Bruce MPP Lisa Thompson, Minister of Agriculture and Agri-Good Marie-Claude Bibeau, CN Manager of Public Affairs, Ontario & Atlantic Canada Daniel Salvatore, the President and CEO of CN Rail Tracey Robinson, Director of Government Relations, Railway Association of Canada Gregory Kolz and to all municipalities in Ontario for their support.

Attached is a copy of the Township of Warwick resolution for your reference. If you require any additional information, please do not hesitate to contact my office.

Sincerely,



Caitlin Gillis
Clerk-Administrator
Township of Howick
clerk@howick.ca
519-335-3208 Ext. 2

Cc: Hon. Lisa Thompson, Minister of Agriculture, Food and Rural Affairs
Marie-Claude Bibeau, Minister of Agriculture and Agri-Food
Daniel Salvatore, CN Manager Public Affairs, Ontario & Atlantic Canada
Cyrus Report, CN Vice President, Public, Government and Regulatory Affairs
Jonathan Abecassis, CN Media Relations & Public Affairs
Gregory Holz, Director of Government Relations, Railway Association of Canada
All Ontario municipalities



TOWNSHIP OF WARWICK

"A Community in Action"

5280 Nauvoo Road | P.O. Box 10 | Watford, ON N0M 2S0

Township Office: (226) 848-3926
Watford Arena: (519) 876-2808
Website: www.warwicktownship.ca

Works Department: (519) 849-3923
Fax: (226) 848-6136
E-mail: info@warwicktownship.ca

BY E-MAIL ONLY

November 16, 2022

Tracy Robinson, CN Rail President and CEO
Montreal (Headquarters)
935 de La Gauchetière Street West
Montreal, Quebec, Canada
H3B 2M9

Dear Tracy Robinson:

Re: CN Railway Contribution Requirements under the *Drainage Act* and Impacts on Municipal Drain Infrastructure in Ontario

At the October 17, 2022, regular Council meeting Warwick Township Council discussed the continuing impacts of CN's decision not to participate in funding municipal drains in Ontario, as per the *Drainage Act*, and the negative consequences on our community and others in the Province and approved the following resolution to be circulated to CN and related partners:

WHEREAS municipal drains are considered critical rural infrastructure that support food production, food security, the environment and economic sustainability in rural Ontario;

AND WHEREAS the creation, maintenance and contribution requirements towards municipal drain infrastructure are governed by the *Drainage Act*;

AND WHEREAS an official from CN Rail has formally communicated to the Township of Warwick that "CN's decision is that it is a federally regulated entity under CTA guidelines, as such, are not governed by provincial regulations";

AND WHEREAS the implication that any public utility could become exempt from the financial requirements invalidates the underlying principle that all benefitting from municipal drain projects are required to contribute financially, including all public utilities;

AND WHEREAS there are currently at least fifty-five municipal drainage projects in Ontario being impacted by CN's actions and refusal to contribute as per the Drainage Act;

AND WHEREAS the Township of Warwick and many rural municipalities have expressed concerns over this CN Rail position to the Ministry of Agriculture and Rural Affairs consistently over at least the past four years;

AND WHEREAS the Township of Warwick and other rural municipalities met with Minister Thompson at the Association of Municipalities in Ontario (AMO) on this issue and Minister Thompson has confirmed it remains the Provincial government's position that the Drainage Act does apply to all federally regulated railways;

NOW THEREFORE the Council of the Township of Warwick hereby declares as follows:

THAT Ontario's Drainage Act is an important piece of legislation used to meet the drainage needs of a variety of stakeholders, including agricultural businesses and ultimately food production, thereby supporting families, neighbours, and thriving communities;

AND THAT CN Rail be called upon to act as a partner to municipalities and agriculture in Ontario and reconsider its position that the Drainage Act does not apply to it as a public entity;

AND THAT CN Rail contribute to all municipal drains in Ontario, as per section 26 of the Drainage Act, and work to expedite its response timelines to the fifty-five projects currently on hold in Ontario so that the projects impacting the agriculture sector can proceed and be dealt with in a timely manner after years of delay caused directly by CN Rail;

AND THAT a copy of this resolution be circulated to Minister of Agriculture Food and Rural Affairs Lisa Thompson, local MPP Monte McNaughton, Minister of Agriculture and Agri-Food Marie-Claude Bibeau, CN Manager Public Affairs, Ontario & Atlantic Canada Daniel Salvatore, the President and CEO of CN Rail Tracy Robinson, Director of Government Relations Railway Association of Canada Gregory Kolz and to all municipalities in Ontario for their support.

- Carried.

Warwick Township Council looks forward to a timely response from CN in the hopes that this issue impacting rural Ontario can be resolved.

Sincerely,



Amanda Gubbels
CAO/Clerk
Township of Warwick

Cc:

Lisa Thompson, Minister of Agriculture Food and Rural Affairs,
Monte McNaughton, MPP Lambton-Kent-Middlesex
Marie-Claude Bibeau, Minister of Agriculture and Agri-Food
Daniel Salvatore, CN Manager Public Affairs, Ontario & Atlantic Canada
Cyrus Reporter, CN Vice-President, Public, Government and Regulatory Affairs
Jonathan Abecassis, CN Media Relations & Public Affairs
Gregory Kolz, Director of Government Relations, Railway Association of Canada
All Ontario municipalities



Stacey Blair
Clerk, Town of Carleton Place
sblair@carletonplace.ca

DELIVERED VIA EMAIL

March 31st 2023

Re: Declaring Intimate Partner Violence and Violence Against Women an Epidemic

Dear Ms. Blair,

Please be advised that at the Regular Council Meeting on March 29th 2023, the Town of Plympton-Wyoming Council passed the following motion, supporting the resolution from the Council of the Town of Carleton Place regarding Declaring Intimate Partner Violence and Violence Against Women an Epidemic.

Motion 15

Moved by Councillor Kristen Rodrigues

Seconded by Councillor Mike Vasey

That Council support item 'J' of correspondence from the Town of Carleton Place regarding Declaring Intimate Partner Violence and Violence Against Women and Epidemic.

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: Association of Municipalities of Ontario
All Ontario Municipalities



Please be advised that at their meeting of March 7, 2023, the Council of the Town of Carleton Place passed the following motion:

Lanark County Interval House and Community Support

Motion No. 04-134-04

Moved by: Deputy Mayor Tennant

Seconded by: Councillor Comley

THAT the Town of Carleton Place recognizes the issues of violence in rural communities as serious to the health and wellness of local families; and

THAT the Town of Carleton Place recognizes the rural Renfrew County inquest as important to all rural communities; and

THAT based on the statistics of 4815 crisis calls and service provision to 527 women and children in our local community, the Council of the Town of Carleton Place declares IPV (intimate partner violence)/VAW (violence against women) an epidemic as per recommendation #1 of the Renfrew County jury recommendations; and

THAT this resolution be circulated to all municipalities in Ontario and the Association of Municipalities of Ontario.

CARRIED

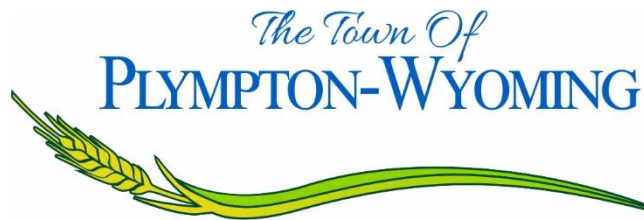
Kind Regards,

Stacey Blair, B.A., Dipl. M.A.

Clerk, Town of Carleton Place

T: 613-257-6212 E: sblair@carletonplace.ca

Content copied from email.



Judy Smith
Director Municipal Governance/Clerk
Municipality of Chatham-Kent
ckclerk@chatham-kent.ca

DELIVERED VIA EMAIL

March 31st 2023

Re: Reducing Municipal Insurance Costs

Dear Ms. Smith,

Please be advised that at the Regular Council Meeting on March 29th 2023, the Town of Plympton-Wyoming Council passed the following motion, supporting the resolution from the Council of the Municipality of Chatham-Kent regarding Reducing Municipal Insurance Costs.

Motion 12

Moved by Councillor Mike Vasey

Seconded by Deputy Mayor Netty McEwen

That Council support item 'L' of correspondence from the Municipality of Chatham-Kent regarding Reducing Municipal Insurance Costs.

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: Association of Municipalities of Ontario
All Ontario Municipalities

March 6, 2023

To All Ontario Municipalities

Resolution re Reducing Municipal Insurance Costs

Please be advised the Council of the Municipality of Chatham-Kent, at its regular meeting held on March 6, 2023 passed the following resolution:

"Whereas Chatham-Kent has faced multiple double digit increases to insurance premiums over the past years;

And Whereas the costs on insurance are having a significant impact on municipal budgets in Chatham-Kent and around the Province;

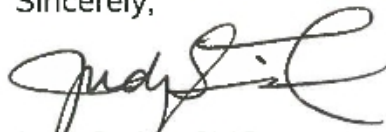
Now Therefore, Council direct administration to engage with other municipalities, the Association of Municipalities of Ontario, and any other relevant municipal associations, to determine what tools may be available to reduce insurance costs, including cooperative purchasing of insurance, creation of a municipal reciprocal insurance provider, or legislative changes to address insurance costs to municipalities.

And administration report back to Council regarding the result of this engagement and any recommended Council resolutions to support improvements to municipal insurance in Ontario.

Further that administration be directed to forward this motion to all other municipalities in Ontario seeking support and collaboration on this issue."

If you have any questions or comments, please contact Judy Smith at ckclerk@chatham-kent.ca

Sincerely,



Judy Smith, CMO
Director Municipal Governance/Clerk

C AMO



The Honourable Steve Clark
Minister of Municipal Affairs & Housing
minister.mah@ontario.ca

The Honourable Peter Bethlenfalvy
Minister of Finance
minister.fin@ontario.ca

DELIVERED VIA EMAIL

March 31st 2023

Re: Municipalities Retaining Surplus Proceeds from Tax Sales

Dear Premier Ford,

Please be advised that at the Regular Council Meeting on March 29th 2023, the Town of Plympton-Wyoming Council passed the following motion, supporting the resolution from the Council of the Town of Essex regarding Municipalities Retaining Surplus Proceeds from Tax Sales.

Motion 14

Moved by Councillor Mike Vasey

Seconded by Councillor Bob Woolvett

That Council support item 'N' of correspondence from the Town of Essex regarding Municipalities Retaining Surplus Proceeds from Tax Sales.

Carried.

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at dgiles@plympton-wyoming.ca.

Sincerely,

Denny Giles
Deputy Clerk
Town of Plympton-Wyoming

cc: Bob Bailey – MPP, Sarnia-Lambton
Association of Municipalities of Ontario
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 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



The Honourable Doug Ford
Premier of Ontario
premier@ontario.ca

DELIVERED VIA EMAIL

March 31st 2023

Re: Bill 5 – Stopping Harassment and Abuse by Local Leaders Act

Dear Premier Ford,

Please be advised that at the Regular Council Meeting on March 29th 2023, the Town of Plympton-Wyoming Council passed the following motion, supporting the resolution from the Council of the Municipality of Chatham-Kent regarding *Bill 5 – Stopping Harassment and Abuse by Local Leaders Act*.

Motion 13

Moved by Councillor Mike Vasey

Seconded by Councillor John van Klaveren

That Council support item 'M' of correspondence from the Municipality of Chatham-Kent regarding Bill 5 – Stopping Harassment and Abuse by Local Leaders Act.

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: The Honourable Steve Clark – Minister of Municipal Affairs & Housing
Stephen Blais – MPP, Orléans; Member, Standing Committee on Justice Policy
Bob Bailey – MPP, Sarnia-Lambton
Association of Municipalities of Ontario
All Ontario Municipalities

March 6, 2023

The Honourable Doug Ford
Premier@ontario.ca

Re: Support Bill 5 - Stopping Harassment and Abuse by Local Leaders Act

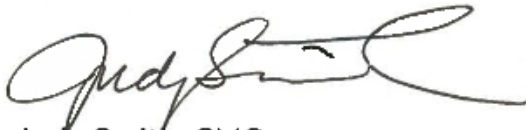
Please be advised the Council of the Municipality of Chatham-Kent, at its regular meeting held on March 6, 2023 passed the following resolution:

"That Chatham-Kent Council express its support for Bill 5 - Stopping Harassment and Abuse by Local Leaders Act which would require the code of conduct for municipal Councillors and members of local boards to include a requirement to comply with workplace violence and harassment policies and permit municipalities and local boards to direct the Integrity Commissioner to apply to the court to vacate a member's seat if the Commissioner's inquiry determines that the member has contravened this requirement;

And further that this resolution be circulated to the Honourable Doug Ford, Premier of Ontario; the Honourable Steve Clark, Minister of Municipal Affairs and Housing; the Honourable Stephen Blais, and local MPPs."

If you have any questions or comments, please contact Judy Smith at ckclerk@chatham-kent.ca

Sincerely,



Judy Smith, CMO
Director Municipal Governance/Clerk

C

Minister of Municipal Affairs and Housing
Local MPPs
Ontario Municipalities

March 23, 2023

Glen McNeil
Warden, Huron County
By E-mail

RE: Support for the Huron County Call to Action: Cannabis Act Review

Please be advised that at their meeting held on March 20, 2023, the Council of the Municipality of West Perth passed the following resolution:

Resolution No. 90/23

Moved By: Councillor Andrew Fournier
Seconded By: Councillor Diane Chessell

That the Council of the Municipality of West Perth support the Huron County resolution regarding the "Call to Action: Review of the Cannabis Act."

Attached is a copy of the Huron County resolution for your reference. If you have any questions regarding this letter, please do not hesitate to contact our office.

Sincerely,

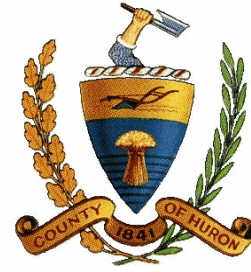


Daniel Hobson
Manager of Legislative Services/Clerk
dhobson@westperth.com
519-348-8429 ext. 224

cc: Federation of Canadian Municipalities
All Municipalities in Ontario
Ontario Ministry of Agriculture, Food and Rural Affairs
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", written in a cursive style.

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
5	Community Expressed Concerns
5	Impact to the Municipality
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

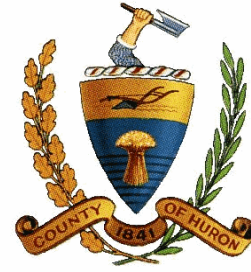
Copy of the letter sent to the Cannabis Act Legislative Review Secretariat of Health Canada on October 5, 2022

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.

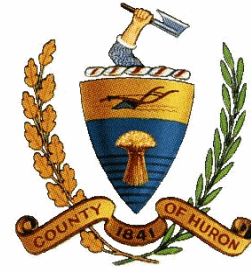
Sincerely,

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:

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'.

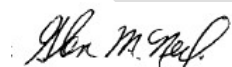
In our local municipal experience, these facilities are often established without complying with local municipal zoning and nuisance by-laws, often contain hundreds of cannabis plants for each of the four assigned individuals, and usually do not include adequate odour controls to manage impacts on surrounding 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,



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

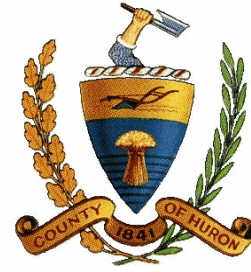
Member of Parliament

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". The signature is fluid and cursive, with the first name "Glen" and last name "McNeil" clearly distinguishable.

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
5	Community Expressed Concerns
5	Impact to the Municipality
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

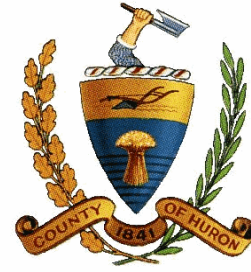
Copy of the letter sent to the Cannabis Act Legislative Review Secretariat of Health Canada on October 5, 2022

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.

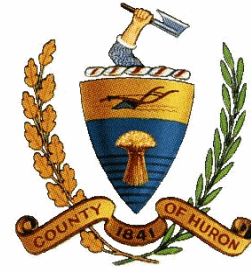
Sincerely,

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:

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,



Glen McNeil
Warden, Huron County
On behalf of Huron County Council



MUNICIPALITY OF
North Perth
www.northperth.ca

A Community of Character

330 Wallace Ave. N., Listowel, ON N4W 1L3

Phone: 519-291-2950

Toll Free: 888-714-1993

March 14, 2023

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

Dear Premier Ford:

RE: School Bus Stop Arm Cameras

Pleased be advised that the Council of the Municipality of North Perth passed the following resolution at their regular meeting held March 6, 2023:

Moved by Councillor Rothwell **Seconded by** Councillor Blazek

WHEREAS almost 824,000 students travel in about 16,000 school vehicles every school day in Ontario and according to the Ministry of Transportation's statistics the rate of vehicles blowing by stopped school buses is over 30,000 times every day;

AND WHEREAS the Province of Ontario passed the Safer School Zones Act in 2017 which authorized the use of Automated School Bus Stop Arm Camera Systems to detect incidents where vehicles failed to stop when the school bus was stopped and the stop-arm extended (O. Reg. 424/20);

AND WHEREAS the Association of Municipalities (AMO) working on behalf of all Ontario Municipalities made its submission to the Standing Committee on General Government on May 21, 2019 in support of Administrative Monetary Penalties (AMPs) to be used to collect fine revenue for school bus stop arm infractions and other applications, including Automated Speed Enforcement (ASE) technologies deployed in school and community safety zones;

AND WHEREAS police resources can not be spread any thinner to enforce Highway Traffic Act offences throughout municipalities;

AND WHEREAS the administrative and financial costs to establish the required municipal Administrative Penalty program under the Highway Traffic Act, and its regulations, are substantial and maybe out of reach for small or rural municipalities that have insufficient amounts of traffic to generate the required funds to offset the annual operational costs of a municipal Administrative Penalty program;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of North Perth urges the Provincial Government to:

- a) Require all school buses to have stop arm cameras installed and paid for by the Province for the start of the 2023-2024 school year; and
- b) Underwrite the costs for the implementation and on-going annual costs for Administrative Monetary Penalties in small and rural municipalities;

AND FURTHER THAT this resolution be circulated to Premier Doug Ford, Attorney General Doug Downey, Minister of Education Stephen Lecce, Provincial opposition parties, Mathew Rae MPP, AMO and all municipalities in Ontario.

CARRIED

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

Sincerely,



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

cc.
Hon. Doug Downey, Attorney General
Hon. Stephen Lecce, Minister of Education
Provincial Opposition Parties
MPP Matthew Rea
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities



THE CORPORATION OF THE TOWNSHIP OF HOWICK

44816 Harriston Road, RR 1, Gorrie ON N0G 1X0

Tel: 519-335-3208 Fax: 519-335-6208

Email: clerk@howick.ca

Website: www.howick.ca

March 23, 2023

Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A4
VIA EMAIL

Attention: Doug Ford, Premier

Dear Mr. Ford:

RE: Support for the School Bus Stop Arm Cameras

Please be advised that at their meeting held on March 21, 2023, the Council of the Municipality of West Perth passed the following resolution:

Resolution No. 105-23

Moved by: Deputy Reeve Gibson

Seconded by: Councillor Hargrave

Be it resolved that Council of the Township of Howick endorse the resolution received from the Municipality of North Perth and direct the Clerk-Administrator to draft an endorsement letter to be circulated to Premier Doug Ford, Attorney General Doug Downey, Minister of Education Stephen Lecce, Provincial opposition parties and all municipalities of Ontario.

Attached is a copy of the North Perth resolution for your reference. If you require any additional information, please do not hesitate to contact my office.

Sincerely,

Caitlin Gillis
Clerk-Administrator
Township of Howick
clerk@howick.ca
519-335-3208 ext, 2

Cc: Hon. Doug Downey, Attorney General
Provincial Opposition Parties
MPP Lisa Thompson
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities



MUNICIPALITY OF

North Perth

www.northperth.ca

A Community of Character

330 Wallace Ave. N., Listowel, ON N4W 1L3

Phone: 519-291-2950

Toll Free: 888-714-1993

March 14, 2023

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

Dear Premier Ford:

RE: School Bus Stop Arm Cameras

Pleased be advised that the Council of the Municipality of North Perth passed the following resolution at their regular meeting held March 6, 2023:

Moved by Councillor Rothwell **Seconded by** Councillor Blazek

WHEREAS almost 824,000 students travel in about 16,000 school vehicles every school day in Ontario and according to the Ministry of Transportation's statistics the rate of vehicles blowing by stopped school buses is over 30,000 times every day;

AND WHEREAS the Province of Ontario passed the Safer School Zones Act in 2017 which authorized the use of Automated School Bus Stop Arm Camera Systems to detect incidents where vehicles failed to stop when the school bus was stopped and the stop-arm extended (O. Reg. 424/20);

AND WHEREAS the Association of Municipalities (AMO) working on behalf of all Ontario Municipalities made its submission to the Standing Committee on General Government on May 21, 2019 in support of Administrative Monetary Penalties (AMPs) to be used to collect fine revenue for school bus stop arm infractions and other applications, including Automated Speed Enforcement (ASE) technologies deployed in school and community safety zones;

AND WHEREAS police resources can not be spread any thinner to enforce Highway Traffic Act offences throughout municipalities;

AND WHEREAS the administrative and financial costs to establish the required municipal Administrative Penalty program under the Highway Traffic Act, and its regulations, are substantial and maybe out of reach for small or rural municipalities that have insufficient amounts of traffic to generate the required funds to offset the annual operational costs of a municipal Administrative Penalty program;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of North Perth urges the Provincial Government to:

- a) Require all school buses to have stop arm cameras installed and paid for by the Province for the start of the 2023-2024 school year; and
- b) Underwrite the costs for the implementation and on-going annual costs for Administrative Monetary Penalties in small and rural municipalities;

AND FURTHER THAT this resolution be circulated to Premier Doug Ford, Attorney General Doug Downey, Minister of Education Stephen Lecce, Provincial opposition parties, Mathew Rae MPP, AMO and all municipalities in Ontario.

CARRIED

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

Sincerely,



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

cc.
Hon. Doug Downey, Attorney General
Hon. Stephen Lecce, Minister of Education
Provincial Opposition Parties
MPP Matthew Rea
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities

**Ministry for Seniors
and Accessibility**

Minister

College Park
777 Bay Street
5th Floor
Toronto ON M7A 1S5

**Ministère des Services aux
aînés et de l'Accessibilité**

Ministre

College Park
777, rue Bay
5e étage
Toronto (Ontario) M7A 1S5



March 2023

Dear Mayor, Reeve and Members of Council:

I am writing to invite you to submit a nomination for the 2023 [Ontario Senior of the Year Award](#).

This award gives each municipality the opportunity to honour one of their outstanding local seniors for the contributions they've made to enrich the social, cultural, and civic life of their community.

The deadline for nominations is April 30, 2023.

For more information on how to submit a nomination online, please visit the [Senior of the Year](#) webpage. Once you submit a nomination, a personalized certificate with your nominee's name will be sent to you. I encourage you to present it to your nominee in June in conjunction with Seniors Month.

The Ontario government is always delighted to celebrate Seniors Month with municipalities across the province. Seniors have generously given their time, knowledge and expertise to help build this great province that we all enjoy today. It is important that we take the time to celebrate our older population and their valuable contributions.

If you have any questions about the upcoming 2023 Ontario Senior of the Year Award, please contact Ontario Honours and Awards at OntarioHonoursAndAwards@ontario.ca.

Thank you in advance for your support of local seniors and Seniors Month.

Sincerely,

Raymond Cho
Minister for Seniors and Accessibility

Business Excellence in Dufferin

For Immediate Release | March 29, 2023



Dufferin ON: Nominations have opened for the 2023 Business Excellence Awards (BEAs). The 2023 BEAs recognize outstanding local businesses and nonprofits who work to benefit both our local economy and the wellbeing of our community. Community members are encouraged to submit their nominations to recognize and celebrate local hardworking organizations before April 20th. BEA winners will be determined by judges from outside the area based on how the nominee exemplifies the award criteria.

Award nominees live and breathe their corporate values, have survived the challenges of the past few years, and are making our community better by being part of it. Nominations are open

to DBOT members and non-member businesses located in Dufferin County. Nominees are eligible for nomination in as many categories as applicable.

2023 Award Categories include:

- Business of the Year
- Businessperson of the Year
- Inclusivity Champion Award
- Responsible Business Award
- Innovation Award
- Community Builder Award
- Chairman's Award

Nominate a local business or nonprofit today at dufferinbot.ca. After nominations close, nominees are asked a few questions through an online survey to help tell their stories. Their responses are sent to judges from outside our area for non-biased judging. Nominees' logos and stories are also added to our website and social media to further promote these outstanding local businesses and showcase Business Excellence in Dufferin. Nominees will be presented with a certificate of their nomination from their municipal council &/or DBOT staff and volunteers, with the Award winners announced at a Gala evening in May 18th at Monora Park. Tickets for the gala will go on sale soon. Sponsorship opportunities are available.

Nominations close April 20th, 2023. Submit your nomination at dufferinbot.ca

-30-

The Dufferin Board of Trade (DBOT) is a grass-roots community building non-profit organization serving Dufferin County for over 110 years. DBOT contributes to community

betterment by helping local businesses and non-profits thrive. When local businesses are succeeding the local economy flourishes and businesses can better support local charities, events, and their employees. Learn more at www.dufferinbot.ca.

Media Contact

Diana Morris, Executive Director, Dufferin Board of Trade
diana@dufferinbot.ca | 519.941.0490 ext. 202



THE BEAs ARE BACK

-  *Innovation Award*
-  *Business Person of the Year*
-  *Responsible Business*
-  *Inclusivity Champion*
-  *Business of the Year*
-  *Community Builder*

NOMINATE A DESERVING LOCAL BUSINESS TODAY

Dufferin Board of Trade 2023 Business Excellence Awards (BEAs)



The **2023 BEAs** recognize outstanding local businesses and nonprofits who work to benefit both our local economy and the wellbeing of our community. Nominations are submitted by community members who wish to recognize and celebrate local hardworking organizations. Winners are determined by judges from outside the area, based on how the nominee exemplifies the award criteria.

Award nominees live and breathe their corporate values, have survived the challenges of the past few years, and are making our community better by being part of it. Nominations are open to DBOT members and non-member businesses located in Dufferin County. Nominees are eligible for nomination

in as many categories as applicable.

After nominations close, nominees are asked a few questions through an online survey to help tell their stories. Their responses are sent to judges from outside our area for non-biased judging. Nominees' logos and stories are also added to our website and social media to further promote these outstanding local businesses and showcase Business Excellence in Dufferin. Nominees will be presented with a certificate of their nomination by municipal council &/or DBOT staff and volunteers, with the Award winners announced at a special Gala Evening May 18th at Monora Park.

Award Categories

Business of the Year



Recognizes a local business for noteworthy accomplishments, long-standing contributions to Dufferin County, and significant community involvement. This business demonstrates best business practices, is a leader amongst local business, and has:

- been in business longer than two years;
- champions “Thinking Local” within the organization, and to the community;
- demonstrated innovate and proactive leadership;
- made exceptional contributions to our community’s wellbeing; and
- practiced good corporate citizenship.



Businessperson of the Year Award

This award is presented to a local business person that has shown leadership, community involvement and is a pioneer and mentor in the business community. A business leader who:

- sets an example of positive leadership;
- projects a positive image in the community;
- works to motivate and encourage other entrepreneurs;
- promotes a positive image of Dufferin County and/or its people;
- actively contributes to the growth of the community, and support of local initiatives; and
- has been active in the community for a minimum of five years.



Inclusivity Champion Award

This Award recognizes a local business or non-profit in our community who has policies and practices of providing equal access to opportunities and resources for people who might otherwise be excluded or marginalized, such as those having physical or mental disabilities or belonging to other minority groups. Some ways this organization demonstrates their inclusivity may include:

- being an active participant on DBOT's LGBTQ+ Safe Space &/or Accessible Business Trails (*optional, but recommended*);
- educating and training their staff and volunteers on diversity, equity, and inclusion;
- setting an example of inclusivity best practices for other local organizations to follow;
- ensuring employees and customers are clearly aware of their inclusivity efforts; and
- creating new and innovate ways to promote diversity, equity, and inclusion in our community.



Responsible Business Award

Recognizes a local business or non-profit who demonstrates both social and environmental responsibility in their business practices. This organization is committed to making life better by being a good steward of the environment, a good employer, and a good business. Some ways this organization demonstrates their responsibility may include:

- being an active participant on DBOT's Socially Responsible &/or Environmentally Responsible Trails (*optional, but recommended*);
- taking tangible steps towards bettering our environment and our society. Steps which may include:
- paying a living wage, having clear and inclusive hiring practices, changing to more earth-friendly products, implementing a local purchasing policy, etc.
- this business *may* have, or be working towards obtaining, "B Corp" status, or other similar status



Innovation Award

Awarded to a business or organization that is a trailblazer of our local business community, striving ahead to achieve remarkable results. Innovators are committed, determined, and skilled game-changers in their industry, and have:

- created, invented or developed an innovative product or process that has had a significant impact on the local community;
- made innovative improvements in their products, processes, technology, management, or customer service;
- been a socially responsible, engaged member of the local business community; and
- been in operation for a minimum of two years.

Community Builder Award

Honours a for-profit business that demonstrates outstanding community involvement and embraces the notion of giving back, with community investments that have resulted in an improved quality of life in our region, and increased community well-being. The Community Builder:



- invests in the lives of others and actively contributes to making Dufferin a great place to live and work;
- has initiatives that demonstrate a sustained and long-term commitment to improving the quality of life and community well-being in Headwaters;
- has policies and practices that demonstrate accountability and responsibility to the community; and
- actively supports existing community building programs, or establishes new programs and initiatives.

Chairman's Award

This is awarded at the discretion of the Chair of the DBOT Board of Directors. Nominations are not accepted for this award.



Nominations are accepted at www.dufferinbot.ca/bea-2 until April 20, 2023



*Innovation
Award*



*Inclusivity
Champion*



*Business Person
of the Year*



*Responsible
Business*



*Business of
the Year*



*Community
Builder*

**NOMINATE A DESERVING
LOCAL BUSINESS TODAY**



WESTSIDE SECONDARY SCHOOL

300 Alder Street, Orangeville, Ontario, Canada L9W 5A2

Tel: 519-938-9355 Fax 519-938-9860

www.ugdsb.on.ca/westside

March 20, 2023

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

EAST GARAFRAXA

MAR 30 2023

RECEIVED

Attention: Jessica Kennedy

Plans are underway for our 2023 Commencement Ceremony to be held on June 23rd, 2023.

This year, approximately 180 students will be graduating. Last year, with generous donations from area companies and the community, we were able to assist our 2022 Graduates with awards totaling over \$13000.

Westside would appreciate your continued assistance in recognizing the academic and cultural achievements of our students. Your contribution will assist Westside's graduates as they pursue their future endeavors. If you would like to specify any criteria for the award, please contact us at 519-938-9355 ext. 222 to discuss.

To make a donation for an award please make your cheque payable to:

'Westside Secondary School'

Please send your cheque to the school by May 19, 2023 and mark the envelope "Commencement". If you would like to make a commitment to donate but cannot send the cheque by the deadline, please email the school at westside.ss@ugdsb.on.ca. The Upper Grand Learning Foundation will issue tax receipts by the end of the year.

If you have any questions or would like more information please email the school at westside.ss@ugdsb.on.ca or call 519-938-9355.

We thank you for your consideration.

Sincerely,

April King
Principal



The 2023 IG Wealth Management Walk For Alzheimer's Dufferin County event will be held on Saturday, May 27th at Island Lake Conservation Area in Orangeville. Our goal is to raise \$60,000 to provide services, support and education to the families and care partners that are currently our clients and the influx of new clients that are expected as diagnoses increase to unprecedented levels and dementia is declared the next public health crisis.

The mission of the Alzheimer Society of Dufferin County is to alleviate the personal and social consequences of Alzheimer's disease and other dementias and to promote research. We support residents of of Amaranth, East Garafraxa, Grand Valley, Mono, Orangeville and Shelburne.

Currently, there 282,000 people living with dementia in Ontario, 1069 of which reside in Dufferin County. Dementia has become a public health crisis within Canada and is projected to reach an astounding 1.7M diagnoses by 2050. With these alarming figures, there is an immediate need to secure funds to invest in research to stop this phenomenon and provide valuable support to the people currently living with dementia and their care partners.

Services provided by the Alzheimer Society of Dufferin County include, behavioural support and care for people living with dementia, education and social support for caregivers, FirstLink consultation for new diagnosis, education for first responders, healthcare professionals and the general community. The society also provides library resources and other outreach services.

After a three-year hiatus, the IG Wealth Mangement Walk For Alzheimer's is back in-person and promises to be bigger and more impactful as we strive to raise awareness and reach our financial goal of **\$60,000**.

IG WEALTH
MANAGEMENT
**WALK FOR
ALZHEIMER'S**
Alzheimer Society
DUFFERIN COUNTY



The numbers tell the STORY!

WHO WILL YOU BE WALKING FOR THIS YEAR?

600,000
Dementia cases in Canada

282,000
Dementia cases in
Ontario

1069 Dementia
cases in Dufferin
County
435 Families
supported

\$200 for a Behavioural
Support Visit
\$60 for a Montessori Kit
\$50 for caregiver support
programs



Alzheimer Society
DUFFERIN COUNTY

SPONSORSHIP OPPORTUNITIES

PLATINUM SPONSOR

\$1000

- Company's logo added to local advertisement and placements for events
- Link to your website and logo placement on IG Wealth Management Walk for Alzheimer's page
- Recognition and logo included in all event emails and social media postings
- Opportunity to share a sponsorship video on social media platforms
- Opportunity to provide an item to be added to giveaway swag bags
- \$25 registration fee waived for eight people from your organization

GOLD SPONSOR

\$750

- Link to your website and logo placement on IG Wealth Management Walk for Alzheimer's page
- Recognition and logo included in all event emails and social media postings
- Opportunity to share a sponsorship video on social media platforms
- \$25 registration fee waived for six people from your organization

SILVER SPONSOR

\$500

- Link to your website and logo placement on IG Wealth Management Walk for Alzheimer's page
- Recognition and logo included in all event emails and social media postings
- \$25 registration fee waived for four people from your organization

BRONZE SPONSOR

\$250

- Link to your website and logo placement on IG Wealth Management Walk for Alzheimer's page
- Recognition and logo included in all event emails and social media postings
- \$25 registration fee waived for two people from your organization

Contributions from you, our community partners, allow the Alzheimer Society of Dufferin County to say "yes" to more people living with dementia, more care partners, and more families during this complex and difficult journey. Our clients and the wider community appreciate the compassion, comfort, knowledge, and support that is provided through counselling sessions, support groups, education, and social programming. We can realize our mandates because of your ongoing support, generosity, and commitment to building

an inclusive and dementia friendly community. We look forward to a mutually rewarding partnership.

Sincerely,

The Staff and Board of Directors of the Alzheimer Society of Dufferin County.

For further information or to become a sponsor please contact:

Carmelina Cicuto

Executive Director

carmelina.cicuto@alzheimerdufferin.org

519-941-1221 Ext. 101

Maxine Deacon-Morant

Community Engagement Coordinator

awareness@alzheimerdufferin.org

519-941-1221 Ext. 104

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: April 4, 2023

Applicant: Mainline Planning Services Inc.

Owner: 2205727 Ontario Limited

Subject: Plan of Subdivision Application S2-20 and Rezoning
Application Z11-20
471019 A Line
West Part Lot 1, Concession B

Official Plan Designation: Estate Residential, Environmental Protection, and Greenbelt Protected Countryside

Zoning: Rural (RU) Zone and Environmental Protection (EP) Zone

1. PURPOSE OF APPLICATION

The purpose of the Subdivision and Zoning By-law Amendment (ZBA) applications is to allow for the proposed development of a residential subdivision consisting of 17 single-detached dwelling lots serviced by private individual well and septic system, 2 environmental area blocks, 3 stormwater management blocks and 1 internal road. The proposed ZBA rezones the lands from Rural (RU) Zone and Environmental Protection (EP) Zone to Estate Residential Exception (ER-xx) Zone and Environmental Protection (EP) Zone accommodate the proposed subdivision development.

The proposed amendments to the zoning by-law include an exception to Section 3.25.6 of the Zoning By-law to reduce the required setback from wetlands from 30 metres to 17 metres. The proposed exceptions to the Estate Residential (ER) Zone include reduced lot area, lot frontage, front yard, and exterior side yard as outlined in the table below.

ER Zone Standard	Required	Proposed
Minimum Lot Area	1 hectare	0.4 hectare
Minimum Lot Frontage	60 metres	30 metres
Minimum Front Yard	30 metres	15 metres
Minimum Exterior Side Yard	30 metres	20 metres

2. BACKGROUND

The Applicant has applied for a Plan of Subdivision and Zoning By-Law Amendment (ZBA). The application has been circulated to the property owners within 120m of the Subject Property and to the prescribed Agencies as required by the Planning Act, as amended. The Public Meeting was held on January 25, 2023.

3. ANALYSIS

Key applicable policies are those found in the Provincial Policy Statement 2020 (PPS), A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2020 Consolidation (Growth Plan), the Greenbelt Plan 2017, the County of Dufferin Official Plan, 2015 as amended (County Official Plan) and the Township of East Garafraxa Official Plan as amended (Township Official Plan). The Planning Act must also be considered. Planning decisions by the Township must be consistent with the policies of the PPS, and conform to the policies of the Growth Plan and the Greenbelt Plan, and the County and Township Official Plans.

3.1 Provincial Policy Statement

The PPS, is a broad high level planning document that guides development towards the Province's vision. The Subject Lands are considered "Rural Lands" in the by the PPS because they are located outside of a settlement area and are not considered prime agricultural lands. Section 1.1.5.2 of the PPS states that the permitted uses in rural lands include:

- a) the management or use of resources;
- b) resource-based recreational uses (including recreational dwellings);
- c) residential development, including lot creation, that is locally appropriate;
- d) agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices, in accordance with provincial standards;
- e) home occupations and home industries;
- f) cemeteries; and
- g) other rural land uses.

The PPS promotes healthy, livable, and safe development. This is done through an efficient development of a range of housing options which sustains the financial well-being of the Province and municipalities over the long term while avoiding development which may cause environmental or public health and safety concerns.

The proposed Subdivision Zoning By-law Amendment is considered to be consistent/ in conformity with the Provincial Policy Statement and Growth Plan based on the information submitted with the Application.

3.2 The Growth Plan

The Growth Plan is a high level provincial planning documents that provides guidance for

where and how development should occur within the Greater Golden Horseshoe area so as to meet population and employment targets for the area while protecting natural features and farmland.

The Subject Lands are located in the rural areas and outside of a settlement area. Development on lands outside of settlement areas are intended to be used for resource management, resource-based recreation. Other uses that are not appropriate within settlement areas are also permitted, provided that they are compatible with the surrounding uses, are sustained by rural services, and will not negatively impact agricultural uses or natural features.

Residential development in the rural areas are to be directed to settlement areas. However, the Growth Plan does permit for new multiple lots for residential development outside of settlement areas in site specific locations provided that they are already designated for residential development. In addition, it must be demonstrated that the proposed residential development is compatible with the surrounding uses, can be sustained by rural services, and will not negatively impact agricultural uses or natural features.

The Subject Lands are already designated as Estate Residential and Environmental Protection in the Township Official Plan. Some changes to the proposed subdivision based on comments provided by the Township Engineering Consultants are required to ensure that there are no negative impacts to the natural features and their functions on the property and surrounding.

3.3 The Greenbelt Plan

The Greenbelt Plan identifies where urbanization should not occur. However, it also recognizes in Section 4.5 of the Plan that existing uses are permitted. Further, Section 5.2.1 provides that:

“Applications to further amend the site-specific official plan or zoning by-law permissions referred to above for uses similar to or more in conformity with the provisions of this Plan are also permitted. All such applications should, where possible, seek to achieve or improve conformity with this Plan.”

The Application represents an expansion of an existing use that is permitted in the Township Official Plan and it satisfies the criteria in Section 4.5 which are that new municipal services are not permitted; and that the use does not expand into key natural heritage feature or key hydrologic features or their associated vegetation protection zones.

The proposed Draft Plan of Subdivision is considered to be in conformity with the Greenbelt Plan based on the information submitted with the Application. Based on comments provided by RJ Burnside there are concerns with the development limit as proposed with regards to encroaching on the natural features on the property.

3.4 County of Dufferin Official Plan (County OP)

The Subject Property as noted is located within the Greenbelt Plan area and the County

Plan recognizes in Section 2.1 the primacy of that Plan. Further, the County Plan provides in Section 2.1 b) that local municipal official plans will “provide detailed land use policies and development criteria for lands within the Greenbelt Plan area to meet the requirements of the Greenbelt Plan and this Plan.”

The proposal is deemed to conform with the policies of the County OP given the direction in the County OP with respect to its relationship to the Greenbelt Plan and based on the information submitted with the Application.

3.5 Township of East Garafraxa Official Plan (Township OP)

Schedule A of the Township OP designates the Subject Property as Estate Residential and Environmental Protection”. In addition, Schedules A, D and E of the Township OP also identify the Subject Property as being within the boundary of the Greenbelt Plan and subject to the Greenbelt Protected Countryside – Estate Residential designation.

Section 5.9.7 of the Official Plan, Policies for Lands Designated Greenbelt Protected Countryside-Estate Residential is applicable. The policies state that such lands

“are subject to the Estate Residential policies within Section 5.3 of this Plan. Development applications to implement this designation shall, where possible, seek to achieve or improve conformity with the Greenbelt Plan, in accordance with section 5.2.1 of the Greenbelt Plan.”

The Estate Residential policies in Section 5.3 state that the predominant use of the lands within the designation shall be single detached residences. Further, Section 5.3.5 directs that:

“a) Lot size and density shall minimize land consumption and reduce servicing costs. In addition to the Development Criteria in Section 7, lot size, pattern and density shall be supported and determined by a detailed hydrogeological study and other studies as determined and completed to the satisfaction of Council to address planning considerations such as design, servicing of the site and stormwater management.

e) The natural topography, surface drainage pattern and vegetative cover shall be an essential consideration in the layout of the road system, lot pattern and design of proposed units.”

Section 7 of the Township Official Plan outlines the technical review and studies that are required to ensure that development occurs in a safe, compatible, and functional manner. The studies and technical review that all applications for development are subject to as needed recognize that due to the scale of the mapping, the precise limits of the environmental features and exact locations of natural heritage and hazard lands shall be determined by on-site inspection by the appropriate authority.

A detailed review of the technical studies and plans submitted with the Application has been conducted by the Township Consultants RJ Burnside & Associates is attached. They

have provided comments on the water supply assessment and the limits of development that would be acceptable to ensure that the development conforms with the Township Official Plan. RJ Burnside & Associates have provided Draft Plan Conditions provided that an adequate water supply assessment be completed in addition to the limits of development being revised.

The proposal as submitted does not conform with the policies of the Township Official Plan. The application as it has been submitted has failed to meet the standards required through the technical review required by Section 7 of the Official Plan with regards to the limits of development and the water supply assessment. RJ Burnside & Associates has provided comments and potential revisions to the plan submitted that could meet the policies of the Official Plan.

3.6 Zoning By-law 60-2004

The subject property is zoned “Rural” and “Environmental Protection” in the Township Zoning By-law 60-2004. The proposed zoning by-law amendment is to accommodate the subdivision and development of the Subject Lands as the Applicant has proposed. The Applicant proposes to rezone the Subject Lands to “Estate Residential Exception” and “Environmental Protection” with boundaries that match the proposed limits of development. The proposed exceptions to the Estate Residential zone are listed in the table below.

ER Zone Standard	Required	Proposed
Minimum Lot Area	1 hectare	0.4 hectare
Minimum Lot Frontage	60 metres	30 metres
Minimum Front Yard	30 metres	15 metres
Minimum Exterior Side Yard	30 metres	20 metres

The minimum lot area, frontage, and exterior side yard match those of the Forest Hill Estates subdivision directly to the north of the Subject Lands. The proposed reduced lot area, frontage, and exterior side yard will remain large enough to accommodate the septic systems, provide enough amenity space, and maintain the lotting pattern in the area.

The proposed reduced front yard is 5 metres less than the standard required in the ER-31 zone that is applied to the Forest Hill Estates subdivision to the north. However, the proposed 15m front yard is not anticipated to have a great effect on the character of the subdivision. The houses will remain setback sufficient distance from the road providing enough space for landscaping in the front yards and parking on the driveways in addition to the garages.

It is anticipated that there will be no negative effects or consequences as a result of the proposed rezoning. Should the limits of development change through further revisions to the Draft Plan the boundaries of the zoning would have to be revised to reflect that.

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. The following are the comments on the application that have been received by the Township.

Township Engineering Consultants - RJ Burnside & Associates (March 20, 2023)

See Attached.

Dufferin County – Planning Dpt. (July 11, 2022)

In reviewing the comments responses letter dated June 2nd 2022 we are providing the following

comments and Recommendations:

- The applicant consults with the Township to confirm the development requirements;
- The applicant consults with the Township to ensure appropriate mitigation measures be implemented due to the presence of hazardous forest types for wild land fire;
- The applicant consults with the CVC for development requirements within their Regulatory Limit; and,
- The applicant consults with the County GIS staff for development requirements in

regards to NG 911 addressing guidelines for public safety and CRTC mandates.

Dufferin County – Public Works (January 13, 2023)

Please confirm the dimensions and turning radii of the turnaround.

From the perspective of waste collection by the County of Dufferin, the following are the general parameters that are required to be adhered to:

- 1) No backing up within the site by waste collection vehicles. A turn around must be in place (hammerhead, or otherwise).
- 2) Turning radii of 5 meters.
- 3) Minimum road width of 6m.
- 4) Access to collect on both side of the road.
- 5) For corner radii and turnaround dimensions, we default to that of the standards for Fire Services vehicles.

Dufferin County – Building Services (January 10, 2023)

Dufferin County Public Works does not have any comments related to the zoning amendment in regards to increased building height.

Dufferin-Peel Catholic District School Board (DPCDSB) (June 23, 2022)

The applicant proposes the development of 17 single detached units which are anticipated to yield:

- 2 Junior Kindergarten to Grade 8 Students; and
- 1 Grade 9 to Grade 12 Students

The proposed development is located within the following school catchment areas which currently operate under the following student accommodation conditions:

1. That the applicant shall agree in the Servicing and/or Subdivision Agreement to include the following warning clauses in all offers of purchase and sale of residential lots:

a) "Whereas, despite the best efforts of the Dufferin-Peel Catholic District School Board, sufficient accommodation may not be available for all anticipated students from the area, you are hereby notified that students may be accommodated in temporary facilities and/or bussed to a school outside of the neighbourhood, and further, that students may later be transferred to the neighbourhood school.

b) "That the purchasers agree that for the purpose of transportation to school, the residents of the subdivision shall agree that children will meet the bus on roads presently in existence or at another place designated by the Board."

The Board will be reviewing the accommodation conditions in each Education Service Area on a regular basis and will provide updated comments if necessary.

Enbridge Gas Inc. (June 20, 2022)

No changes to the previously identified conditions for this revised application(s).

Bell Canada (June 6, 2022)

We have reviewed the circulation regarding the above noted application. The following paragraphs are to be included as a condition of approval:

"The Owner acknowledges and agrees to convey any easement(s) as deemed necessary by Bell Canada to service this new development. The Owner further agrees and acknowledges to convey such easements at no cost to Bell Canada.

The Owner agrees that should any conflict arise with existing Bell Canada facilities where a current and valid easement exists within the subject area, the Owner shall be responsible for the relocation of any such facilities or easements at their own cost."

The Owner is advised to contact Bell Canada at planninganddevelopment@bell.ca during the detailed utility design stage to confirm the provision of communication/telecommunication infrastructure needed to service the development.

It shall be noted that it is the responsibility of the Owner to provide entrance/service duct(s) from Bell Canada's existing network infrastructure to service this development. In the event that no such network infrastructure exists, in accordance with the Bell Canada Act, the Owner may be required to pay for the extension of such network infrastructure.

If the Owner elects not to pay for the above noted connection, Bell Canada may decide not to provide service to this development.

To ensure that we are able to continue to actively participate in the planning process and provide detailed provisioning comments, we note that we would be pleased to receive circulations on all applications received by the Municipality and/or recirculations.

Please note that WSP operates Bell's development tracking system, which includes the intake of municipal circulations.

WSP is mandated to notify Bell when a municipal request for comments or for information, such as a request for clearance, has been received. All responses to these municipal circulations are generated by Bell, but submitted by WSP on Bell's behalf. WSP is not responsible for Bell's responses and for any of the content herein.

Hydro One (June 27, 2022)

We have no comments or concerns at this time.

Joint Accessibility Committee (June 3, 2022)

The Joint Accessibility Advisory Committee met today for their special meeting and the Pine Ridge Estates Draft Plan of Subdivision and Zoning By-Law Amendment applications were on the agenda. The committee did not have any comments to provide at this time, but did receive the applications.

Angelina Yellowlees, 25 Nature's Landing Drive (January 20, 2023)

I am the Owner of 25 Nature's Landing Drive, East Garafraxa, West of the proposed Plan of Subdivision S2-20, also known as Pine Ridge Estates. I am also a real estate law clerk at Palmateer and Nicol Professional Corporation with over 40 years of experience in real estate development, conveyancing and registration of lands.

This letter is being sent to the Town of East Garafraxa to express my sentiment for the proposed Plan of Subdivision S2-20. I find that the lots are in conformity with both our subdivision and the surrounding area. I am pleased with the proposed plan and ultimately glad that the land is finally being developed. I look forward to its approval.

5. CONCLUSION AND RECOMMENDATION

A thorough review of the application has been conducted and the Draft Plan of Subdivision that was submitted in June 2022 conforms to the PPS, Growth Plan, Greenbelt Plan, and County Official Plan. The June 2022 Plan does not meet the requirements of Section 5.3 and Section 7 of the Township Official Plan with regards to the limit of development and water supply. The Applicant has not yet demonstrated that there is adequate water supply and that there will be no negative off-site impacts as a result of the proposed private wells.

The issues with the proposed Plan of Subdivision are related to the technical matters and RJ Burnside has demonstrated that the Subject Lands can potentially be developed in a manner that does conform with the Township, County and Provincial planning policies subject to the Applicant demonstrating that there is adequate water supply and that there will not be offsite impacts due to the water taking proposed by the development.

It should be noted that the draft conditions prepared by RJ Burnside are based on the revised Draft Plan that they included in their comments. The Applicant has not agreed to the revised Draft Plan prepared to RJ Burnside.

The Subject Lands are designated Estate Residential in the Township Official Plan for the purposes of residential development which is consistent with the type of development proposed by the Applicant. The limits of development remain an issue based on the detailed environmental review of the subject lands. As such, it is recommended that any approval be conditional on the limits of development being revised in a manner that is technically supported by the Township's engineering and environmental consultants.

The proposed rezoning is consistent with the PPS and conforms with Provincial, County and Township planning policy provided that any revisions to the development limits through satisfying conditions shall also be reflected in the revised boundaries of the proposed rezoning.

It is therefore recommended:

- 5.1 That the Consultant Planning Report dated April 4, 2023, Plan of Subdivision Application S2-20 and Rezoning Application Z11-20 471019 A Line West Part Lot 1, Concession B be received;**
- 5.2 That the Applicant demonstrate that there is adequate water supply as well as demonstrating that there will not be unacceptable off-site impacts due to the water taking proposed by the development following the Ministry of Environment (MECP) Procedure D-5-5 Private Wells: Water Supply Assessment.**
- 5.3 That Plan of Subdivision Application S2-20 be approved with conditions that will need to be prepared by Township staff based on a revised limits of development keeping in general form to RJ Burnside limits of development, subject to considering any additional comments received prior to Council's decision; and**

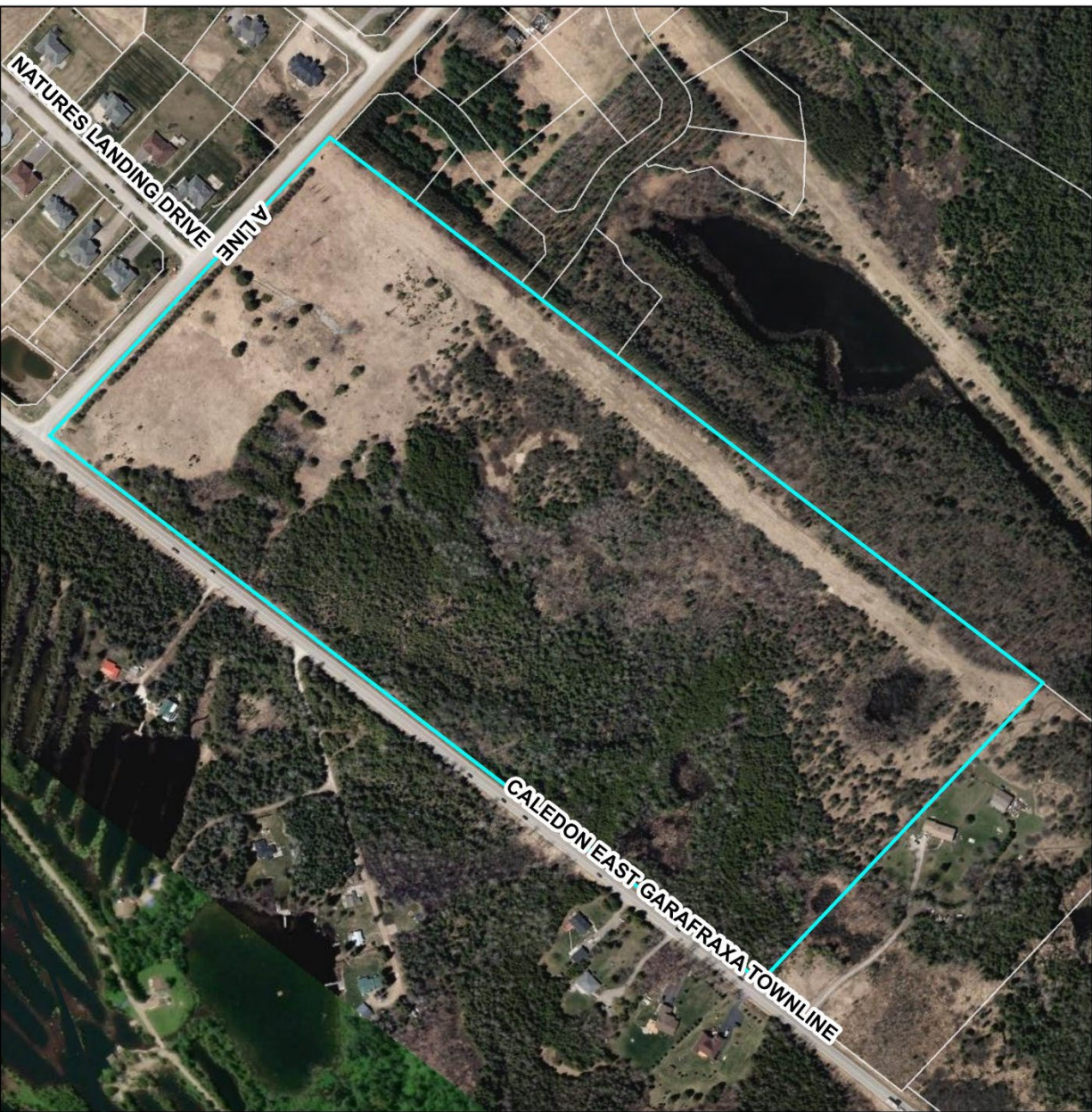
- 5.4 That Rezoning Application Z11-20 be approved with conditions, subject to considering any additional comments received prior to Council's decision.**

Submitted by:

A handwritten signature in black ink, appearing to read "Paul Kitchen", written over a horizontal line.

Paul Kitchen, BURPI
Macaulay Shiomi Howson Ltd.

ATTACHMENT A



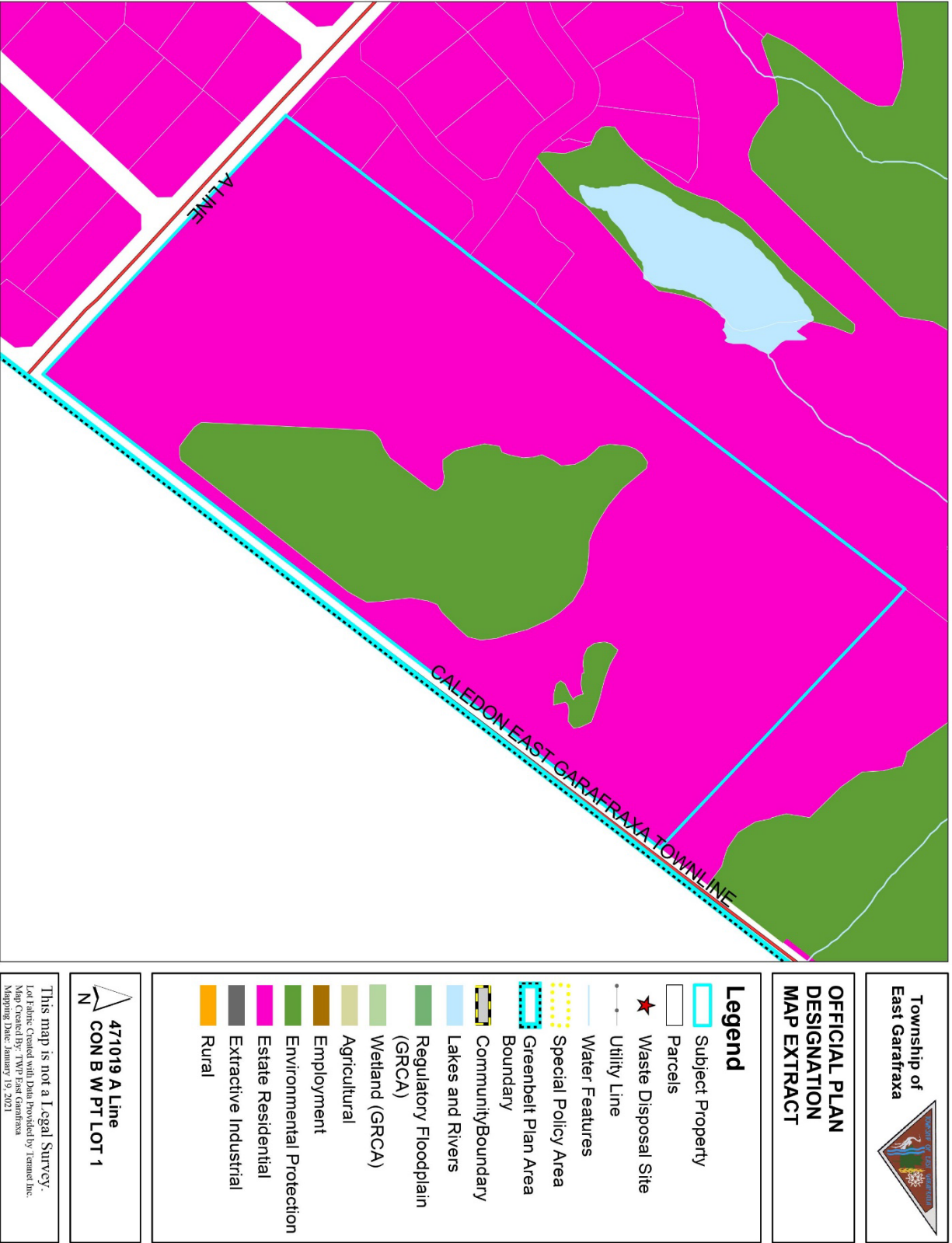
AERIAL PHOTO

Legend
 Subject Property

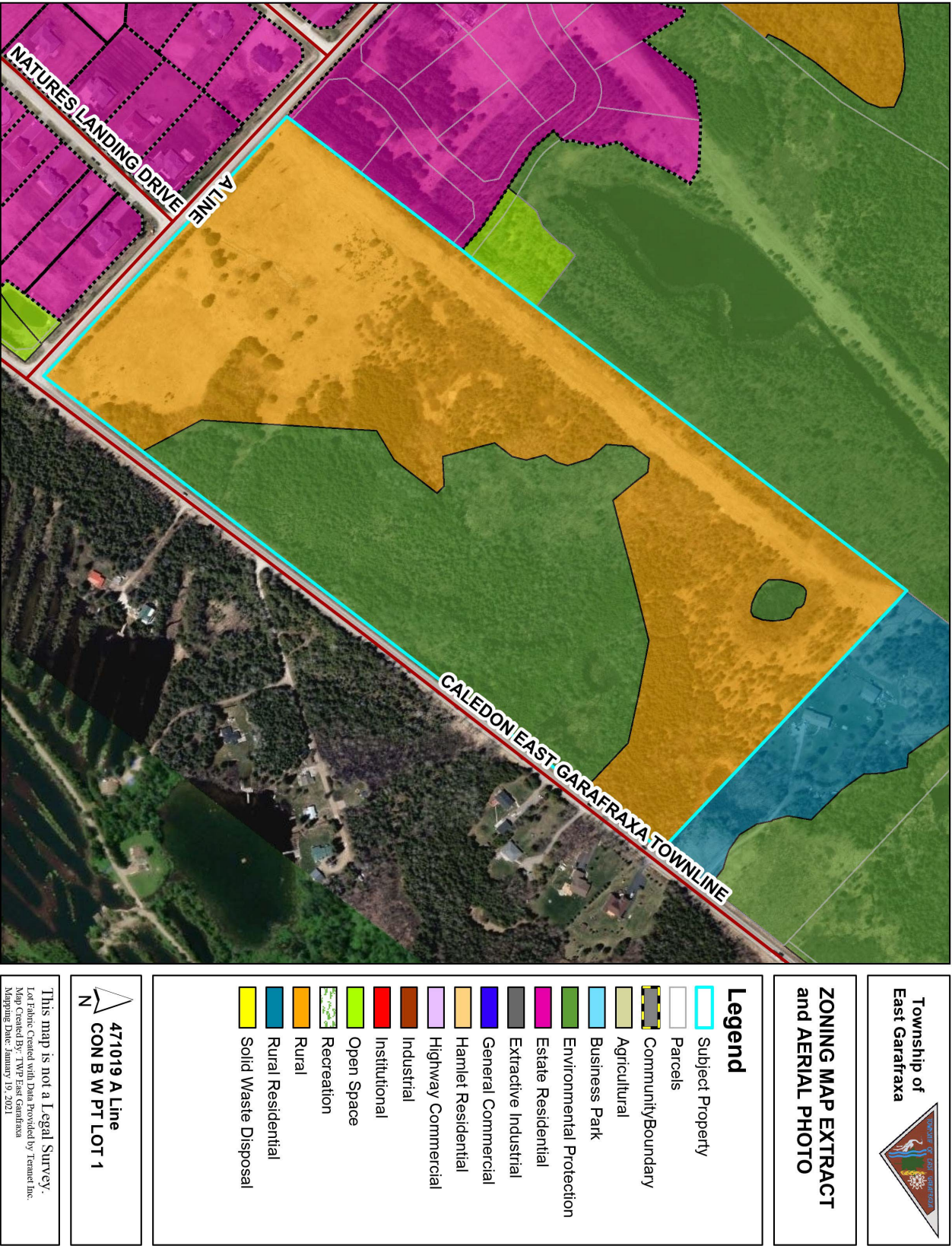

471019 A Line
CON B W PT LOT 1

This map is not a Legal Survey.
Lot Fabric Created with Data Provided by Tennet Inc.
Map Created By: TWP East Garafraxa
Mapping Date: January 19, 2021

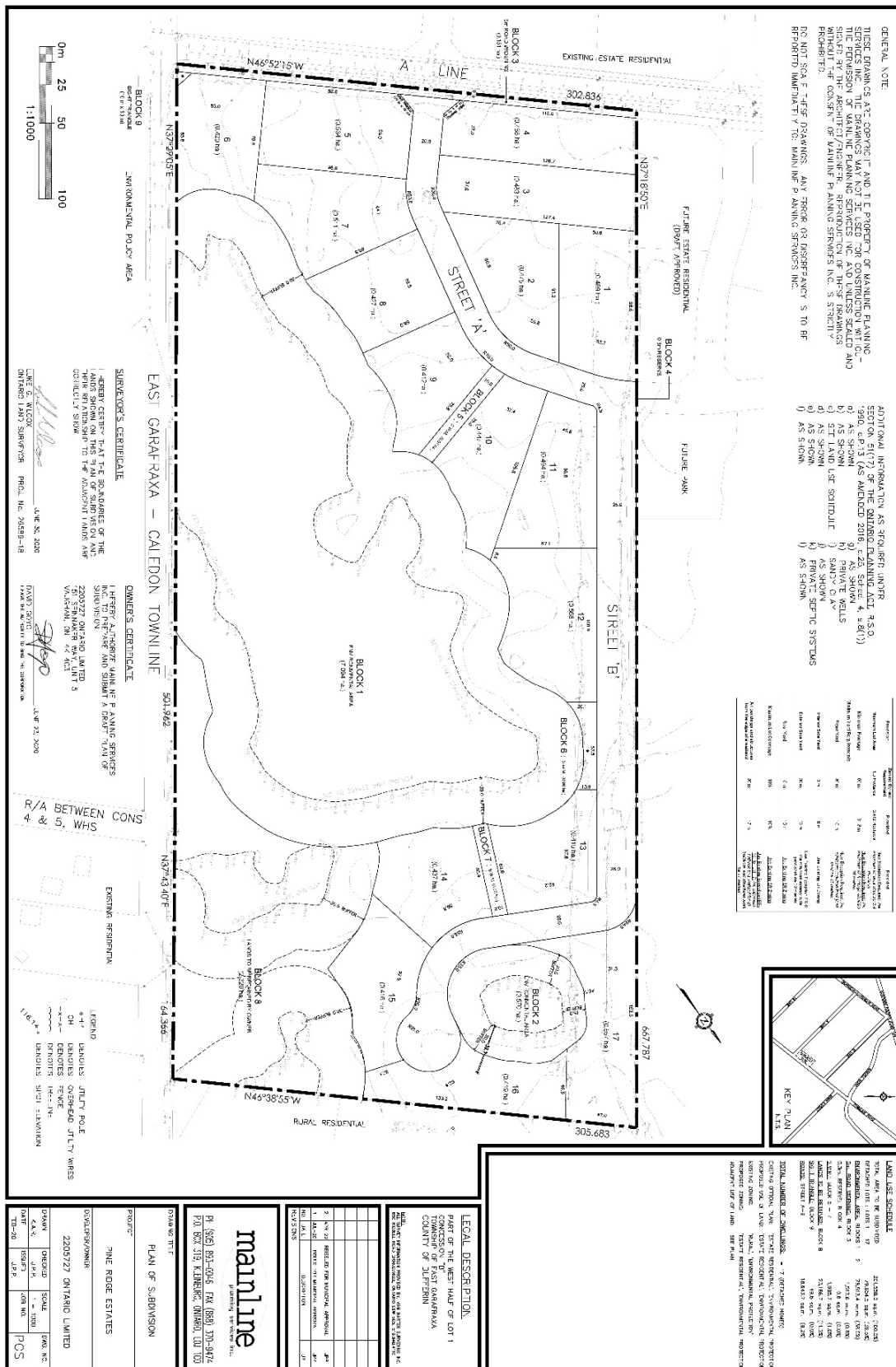
ATTACHMENT B



ATTACHMENT C



ATTACHMENT D – June 2022 Draft Plan of Subdivision





March 20, 2023

Via: Email

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

Dear Peter:

Re: Pine Ridge Estates
Owner: 2205727 Ontario Limited
S2-20 and Z11-20 (formally S2-08 and Z6-08)
Township of East Garafraxa
Application for Draft Plan of Subdivision and Zoning By-Law Amendment
Project No.: 300035210.0000

On January 25, 2023, a public meeting was held for the Pine Ridge Estates Development. No engineering related questions/concerns were brought forward at the Public Meeting.

We have enclosed a mark-up to the draft plan with conditions that could be supported by Burnside **SUBJECT TO** an adequate water supply assessment for the proposed development being completed. The mark-up removes development on the east side of the plan and combines the land into one block with the assumption that the block will be dedicated to CVC.

REQUIRED BEFORE DRAFT PLAN APPROVAL – Water Supply Assessment

As the site is to be serviced by private wells, and in consideration of nearby properties also being supplied by private wells, the applicant must demonstrate that there is adequate water supply as well as demonstrating there will not be unacceptable offsite impacts due to the water taking proposed by the development. The Ministry of Environment (MECP) has established a guideline to assess developments on private wells referred to as Procedure D-5-5 Private Wells: Water Supply Assessment and is a well-known guideline for assessing developments for this purpose. The applicant was advised to follow the guideline at the pre-consultation stage in 2019. To date, the applicant's submission does not demonstrate an understanding of the extent or variability of the aquifer, nor does it follow the MECP D-5-5 procedure. It is critical that previous Burnside comments provided to the applicant after the first submission in October 2020 be addressed. Lots can be sold after the draft plan approval stage and there is an expectation by potential purchasers that there would be sufficient water available for a residential house. While the MECP previously reviewed and enforced its own policies that responsibility has now been transferred to the Township.

Limits of Development/Lot Fabric

Burnside has attached a draft plan that shows the limit of development which we can technically support. This limit of development requires the east side of the plan to be zoned environmental protection and not be developed. The reduced limit of development in comparison to the applicant's request, is due to a combination of factors, which together do not support development on the east side of the site beyond Lot 12. This includes the loss of forest that cannot be justified in accordance with Provincial and Township planning policy; the presence of Significant Wildlife Habitat and flooding impacts particularly to Lot 16.

The limits of development supported by Burnside relies on MECP approval for tree removal and confirmation that a vegetated community is not linked to the wetland. We have included draft plan conditions to address these concerns which could include further red-line modifications or site specific zoning.

Lot 6 proposes a driveway access to A-line. The Township Official Plan (policy 5.3.6 f) requires access to individual lots from the internal road system. However, given the specific circumstances and layout challenges, direct A-line access is preferred, and we do not have a concern from an engineering perspective. We have controlled the access point to the lot by using 0.3 m reserves in order to maintain proper separation from the intersection.

Draft Plan Conditions

We have enclosed draft plan conditions in conjunction with the mark-up of the plan attached. They are subject to an adequate water supply assessment being completed with development taking place only on the west side of the plan.

Should you have any questions, please contact me.

Yours truly,

R.J. Burnside & Associates Limited



Carley Dixon, P.Eng.
CD:js

Enc. Red Marked Draft Plan
Draft Plan Conditions

cc: Liz Howson, MSH Ltd. (Via: Email)
Paul Kitchen, MSH Ltd. (Via: Email)
David Knight, Director of Public Works, Township of East Garafraxa (Via: Email)

GENERAL NOTE:

THESE DRAWINGS ARE COPYRIGHT AND THE PROPERTY OF MAINLINE PLANNING SERVICES INC. THE DRAWINGS MAY NOT BE USED FOR CONSTRUCTION WITHOUT THE PERMISSION OF MAINLINE PLANNING SERVICES INC. AND UNLESS SEALED AND SIGNED BY THE ARCHITECT/ENGINEER. REPRODUCTION OF THESE DRAWINGS WITHOUT THE CONSENT OF MAINLINE PLANNING SERVICES INC. IS STRICTLY PROHIBITED.

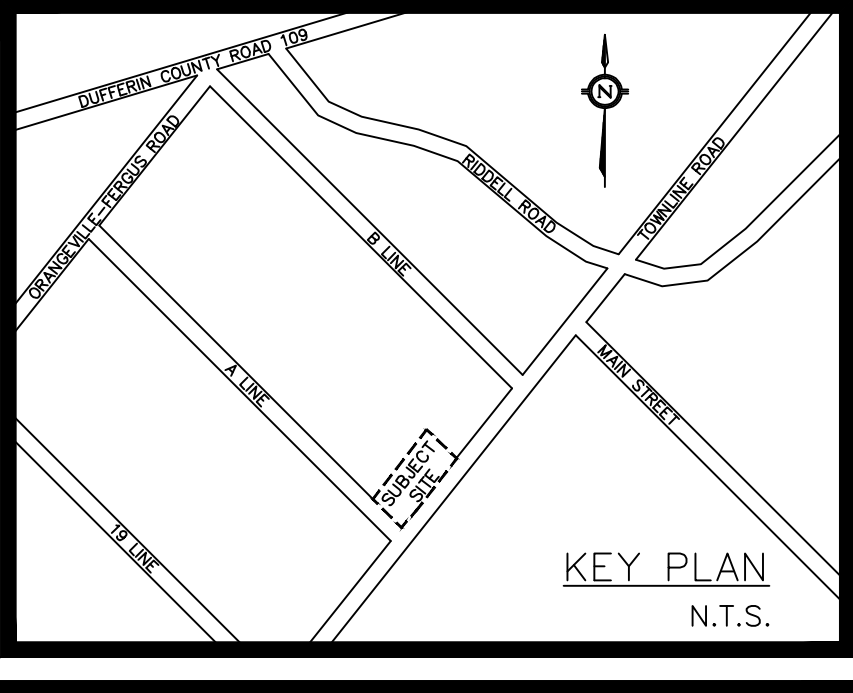
DO NOT SCALE THESE DRAWINGS. ANY ERROR OR DISCREPANCY IS TO BE REPORTED IMMEDIATELY TO: MAINLINE PLANNING SERVICES INC.

ADDITIONAL INFORMATION AS REQUIRED UNDER SECTION 51(17) OF THE ONTARIO PLANNING ACT, R.S.O. 1990, c.P.13 (AS AMENDED 2016, c.25, Sched. 4, s.8(1))

a) AS SHOWN
b) AS SHOWN
c) SEE LAND USE SCHEDULE
d) AS SHOWN
e) AS SHOWN
f) AS SHOWN

g) AS SHOWN
h) PRIVATE WELLS
i) SANDY CLAY
j) AS SHOWN
k) PRIVATE SEPTIC SYSTEMS
l) AS SHOWN

Provision	Zoning By-law Requirement	Provided	Provided
Minimum Lot Area	1.0 Hectares	0.4 Hectares 0.412 Hectares	New Exception Required: the minimum lot area shall be 0.4 Hectares
Minimum Frontage	60 m	31.3 m	New Exception Required: the minimum lot frontage shall be 30 metres
Minimum Yard Requirements			
Front Yard	30 m	15 m	New Exception Required: the minimum required front yard shall be 15 metres
Interior Side Yard	6 m	6 m	Use Existing ER Zoning
Exterior Side Yard	30 m	20 m	Use Existing Exception (ER-8: the minimum exterior side yard shall be 20 metres
Rear Yard	15 m	15 m	Use Existing ER Zoning
Maximum Lot Coverage	10%	10%	Use Existing ER Zoning
All buildings and structures from the edge of a wetland	30 m	30m	Use Existing Exception (ER-16) to Lot 17: the minimum setback to a wetland for all buildings and structures shall be 17 metres



LAND USE SCHEDULE TO BE UPDATED

TOTAL AREA TO BE SUBDIVIDED	201,558.0 sq.m. (100.0%)
DETACHED LOTS: LOTS 1 - 17	79,654.5 sq.m. (39.5%)
ENVIRONMENTAL AREA: BLOCKS 1 - 2	76,813.4 sq.m. (38.0%)
5m ROAD WIDENING: BLOCK 3	1,513.6 sq.m. (0.8%)
0.3m RESERVE: BLOCK 4	0.6 sq.m. (0.0%)
S.W.M.: BLOCK 5 - 7	1,995.7 sq.m. (1.0%)
LANDS TO BE RETAINED: BLOCK 8	23,186.7 sq.m. (11.5%)
SIGHT TRIANGLE: BLOCK 9	49.8 sq.m. (0.0%)
ROADS: STREET A-B	18,643.7 sq.m. (9.2%)

TOTAL NUMBER OF DWELLINGS: 17 (DETACHED HOMES)

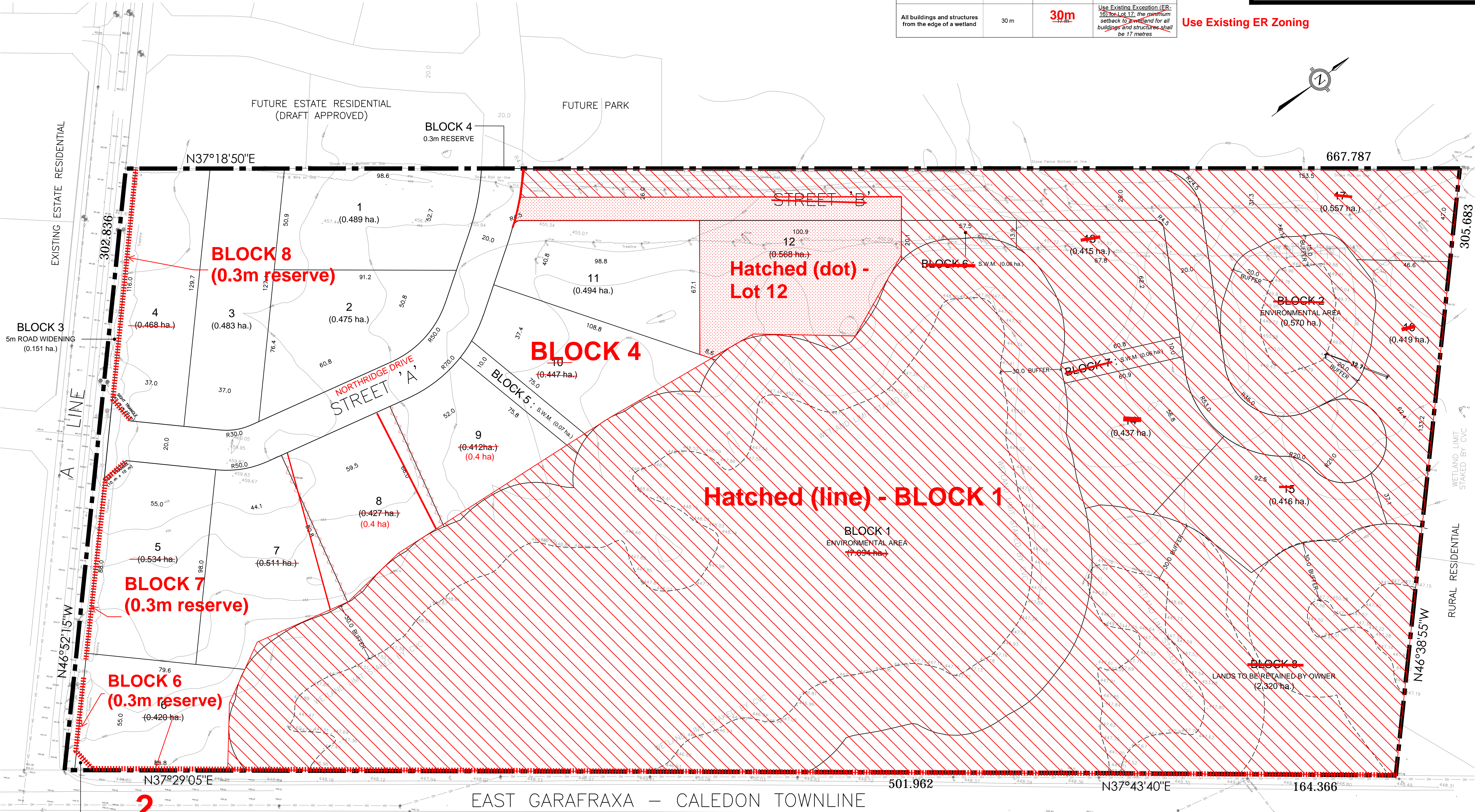
EXISTING OFFICIAL PLAN: 'ESTATE RESIDENTIAL', 'ENVIRONMENTAL PROTECTION'

PROPOSED USE OF LAND: 'ESTATE RESIDENTIAL', 'ENVIRONMENTAL PROTECTION'

EXISTING ZONING: 'RURAL', 'ENVIRONMENTAL PROTECTION'

PROPOSED ZONING: 'ESTATE RESIDENTIAL', 'ENVIRONMENTAL PROTECTION'

ADJACENT USE OF LAND: SEE PLAN



LEGAL DESCRIPTION

PART OF THE WEST HALF OF LOT 1
CONCESSION "B"
TOWNSHIP OF EAST GARAFRAXA
COUNTY OF DUFFERIN

NOTE:
ALL SURVEY INFORMATION PROVIDED BY: VAN HARTEN SURVEYING INC.
660 RIDDELL ROAD ORANGEVILLE, ONTARIO L9W 5G5, 519.940.4110

MARCH 2023 RED LINED BY RJ BURNSIDE & ASSOCIATES ON BEHALF OF TOWNSHIP OF EAST GARAFRAXA

2	APR-22	REISSUED FOR MUNICIPAL APPROVAL	JPP
1	JUL-20	ISSUED FOR MUNICIPAL APPROVAL	JPP
NO.	DATE	DESCRIPTION	BY
REVISIONS			

mainline
planning services inc.

PH (905) 893-0046 FAX (888) 370-9474
P.O. BOX 319, KLEINBURG, ONTARIO, L0J 1C0

DRAWING TITLE

PLAN OF SUBDIVISION

PROJECT

PINE RIDGE ESTATES

DEVELOPER/OWNER

2205727 ONTARIO LIMITED

DRAWN	CHECKED	SCALE	DWG. NO.
K.A.R.	J.P.P.	1 = 1000	POS 1
DATE	ISSUED	JOB NO.	
FEB-20	J.P.P.		

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LANDS SHOWN ON THIS PLAN OF SUBDIVISION AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE CORRECTLY SHOW.

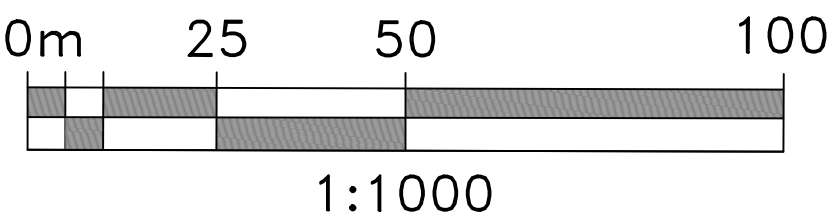
LUKE G. WILCOX
ONTARIO LAND SURVEYOR
JUNE 30, 2020
PROJ. No. 26586-18

OWNER'S CERTIFICATE

I HEREBY AUTHORIZE MAINLINE PLANNING SERVICES INC. TO PREPARE AND SUBMIT A DRAFT PLAN OF SUBDIVISION.

2205727 ONTARIO LIMITED
151 SPINNAKER WAY, UNIT 5
VAUGHAN, ON L4K 4C3

DAVID GOYO
I HAVE THE AUTHORITY TO BIND THE CORPORATION
JUNE 23, 2020



LEGEND

● HP	DENOTES	UTILITY POLE
-OH-	DENOTES	OVERHEAD UTILITY WIRES
-x-x-	DENOTES	FENCE
~	DENOTES	TREELINE
116.14 x	DENOTES	SPOT ELEVATION

File Number: S2-20

The conditions and amendments to final plan approval for registration of this subdivision file number S2-20 are as follows:

Conditions

1. That this approval applies to the draft plan of subdivision prepared by mainline planning services inc., July, 2020, revised April 2022, and red-lined dated March 2023.

The plan of subdivision S2-20 ("Plan") shows:

- **11 residential lots**
 - **Block 1 for Open Space**
 - **Block 2 for Site Triangle**
 - **Block 3 for road widening (5.0 m)**
 - **Block 4 reserved for Stormwater Management (or future lot if not required)**
 - **Block 5 for Drainage**
 - **Block 6 to Block 8 for Reserves (0.3 m)**
 - **Internal Street "A" being Northridge Drive**
2. The Owner shall, prior to final approval, enter into a subdivision agreement to be registered on title to satisfy all requirements, including financial, servicing, environmental, and other requirements to the satisfaction of the Township of East Garafraxa ("Township").
 3. That before final approval, the Owner shall provide lot frontage and area information to the Township to ensure that all lots conform to the Zoning By-law. Lots 6, 7, 8, 9, 11, and 12 shall not contain any wetlands or their 30 m buffer.
 4. The subdivision shall be zoned to the satisfaction of the Township and such zoning shall be in full force and effect prior to final approval.
 5. The Owner shall agree that no works shall occur on the property until the Owner has entered into a subdivision agreement, a pre-servicing agreement or a model home agreement with the Township, unless otherwise agreed to by the Township in writing. The Owner shall also agree in the subdivision agreement or other agreements referenced above to carry out any clearing operations only between October 31 to March 31 of any given year.
 6. The Owner shall agree in the subdivision agreement with the Township that development of the property shall not be phased.

Dedications

7. The Owner agrees that the road allowance, Street 'A', included in this draft plan shall be shown and dedicated gratuitously as a public highway (by Certificate on the Plan) to the satisfaction of the Township Solicitor.
8. The Owner agrees to dedicate gratuitously to the Township, free and clear of any encumbrances, Block 3 for road widening purposes and Blocks 6 to 8 as 0.3 metre reserves, which gratuitous dedications shall be to the satisfaction of the Township Solicitor. The Owner shall further dedicate gratuitously to the Township, free and clear of any encumbrances, any additional lands should same be required to implement the Draft Plan of Subdivision and conditions of draft approval, which gratuitous dedications shall be to the satisfaction of the Township Solicitor.
9. The Owner shall agree in a subdivision agreement to dedicate gratuitously all easements free and clear of any encumbrances to any public authority or utility, including, but not limited to the Township, cable, gas, hydro, or telecommunications companies, as may be required, (and with respect to cable and gas services subject to such services being available). It is recognized that these dedications are in addition to any easements that may be shown on the plan and any such dedications shall be to the satisfaction of the Township Solicitor.
10. The Owner agrees to dedicate gratuitously any required access and/or drainage easements to the satisfaction of the Township and any such dedications shall be to the satisfaction of the Township Solicitor.

PARKLAND – DEDICATIONS AND PAYMENTS

11. The Owner shall satisfy the 5% parkland requirement of the lands by providing payment of cash in lieu to the Township which shall be paid to the Township upon execution of the subdivision agreement.

OPEN SPACE

12. The Owner shall dedicate gratuitously Block 1 to Credit Valley Conservation ("CVC") free and clear of any encumbrances, save and except any easements required by the Township for stormwater management purposes if required. Such dedication shall be to the satisfaction of the Township Solicitor. This obligation is in addition to the obligations contained in condition 51.
13. Should the CVC require a formal trail way system, the Owner shall supply plans detailing any proposed trail way system, to the satisfaction of the CVC and shall in the Subdivision Agreement agree to implement the construction of the trail.

ROADS

14. (a) The Owner shall construct internal Street 'A' to Township standards, including meeting Township grading requirements, and the road shall

be named Northridge Drive to the satisfaction of the Township. The Owner shall carry out any stormwater management works/improvements as may be required along A Line to the satisfaction of the Township Engineer and Township's Director of Public Works. The Owner shall undertake to restore A Line for any disturbance that the Owner may make to A Line as part of the stormwater management works/improvements to the satisfaction of the Township Engineer and the Township's Director of Public Works. This obligation is in addition to the obligations contained in condition 19 a).

(b) The Owner shall connect Street 'A' and make any necessary improvements to connect to Northridge Drive, to the satisfaction of the Township.

(c) The Owner shall ensure that Street 'A' intersection is designed in order for the road centre line of Nature's Landing Drive to align to the road centre line of Street 'A' to the satisfaction of the Township.

15. The Owner shall provide standard pavement markings and traffic signage on all roads, including A Line, if required, and at all proposed intersections within and related to the plan of subdivision to the Township's satisfaction.
16. The Owner shall provide street lighting (Light Emitting Diode ("LED")) or such other lighting as the Township may direct) for the roads to the satisfaction of the Township and shall make operational the street lighting on all roads within 90 days of the issuance of the first building permit. It is acknowledged that the street lighting requirement for A Line shall be restricted to the one intersection of A Line with Street "A".
17. The Owner shall agree in the subdivision agreement with the Township to locate and construct all driveways accessing municipal roads, including driveway aprons, all to the satisfaction of the Township. Driveways shall be limited to one access point from the municipal road unless specifically authorized otherwise by the Township's Director of Public Works.
18. The Owner shall agree in the subdivision agreement that the installation of all bioswales shall be supervised at all times by a professional engineer with a qualified geotechnical consultant providing regular testing and inspection services to the satisfaction of the Township. Any subdrains installed as part of the bioswale construction shall be CCTV'd upon completion of its installation, and prior to final assumption to the satisfaction of the Town Engineer.
19. The Owner shall make payment of the sums to be determined and included as terms within the Subdivision Agreement and to be paid upon execution of the Subdivision Agreement for the following:
 - (a) Payment of monies to the Township for future road improvements, to be applied to A Line as the Township sees fit.

FENCING

20. The Owner shall agree in the subdivision agreement with the Township to prepare a fencing plan and install appropriate fencing in accordance with that fencing plan along the boundary of the plan of subdivision, all to the satisfaction of the Township. The Owner shall include fencing along the boundaries of Lots 6, 7, 8, 9, Block 5, Block 4, and Lot 12 that abut Block 1, as part of the fencing plan and shall install appropriate fencing along the boundaries of those lands, all to the satisfaction of the Township and CVC.

STORMWATER MANAGEMENT

21. The Owner shall agree in the subdivision agreement with the Township to design and construct any required stormwater management facilities to the satisfaction of the Township and CVC. Stormwater management facilities shall be approved by the Ministry of the Environment, Conservation and Parks ("MECP") pursuant to Section 53 of the Ontario Water Resources Act, unless the Township has received, and works are authorized under the Township's Consolidated Linear Infrastructure Environmental Compliance Approval for the Township's Stormwater Management System. The Owner shall agree in the subdivision agreement to obtain such required approvals prior to construction of the stormwater management facilities occurring.
22. Prior to final approval of the plan, the Township Engineer shall confirm if Block 4 is required for stormwater management. If the Block is not required, the Township shall release the lot and allow it to be built upon.

GRADING

23. The Owner shall agree that grading plans shall be prepared and submitted to the satisfaction of the Township prior to final approval; and that all such grading plans including the grading of roads shall be to the satisfaction of the Township Engineer and Township's Director of Public Works. Should such grading not be satisfactory, the Owner specifically agrees that the plan of subdivision shall be redlined, so as to make the grading acceptable and satisfactory to the Township. The Owner shall agree in the subdivision agreement with the Township to have designed and constructed all grading, drainage, and servicing under the Township's jurisdiction to the satisfaction of the Township. The Owner shall further agree and acknowledge that the present subdivision design is premised on a preliminary grading plan and that further design/lotting changes may be necessary within the draft plan of subdivision. Recommendations of the detailed grading plan will be implemented to the satisfaction of the Township.
24. The Owner shall agree in the subdivision agreement to prepare a fill management plan in accordance with MECP's Management of Excess Soil – A Guide for Best Management Practices as well as Ontario Regulation

406/19 and the Soil Rules to the satisfaction of the Township should the plan require fill importation as determined during the detail design stage. The plan shall be prepared by a Qualified Person as defined in Ontario Regulation 153/04.

CONSTRUCTION AND SEDIMENT/EROSION CONTROL MEASURES

25. The Owner shall agree in the subdivision agreement with the Township to construct all works which must be considered temporary to facilitate the development of the subject property to the satisfaction of the Township and any other relevant public agency. These works may include but shall not be limited to, emergency access and temporary stormwater facilities.
26. The Owner shall agree in the subdivision agreement with the Township to erect temporary fencing as required on the property, prior to the commencement of site works, to the satisfaction of the Township and CVC between the area of development and Block 1, and that the temporary fencing shall be maintained and remain in place until such time as directed otherwise by the Township, along with CVC.
27. The Owner shall agree in the subdivision agreement with the Township to stabilize all disturbed soil within 90 days, or such other period as the Township Engineer may agree to taking into account standard engineering practices, of such soil being disturbed, control all noxious weeds, and maintain ground cover, and to keep the lands tidy and free of debris, all to the satisfaction of the Township.
28. The Owner shall agree in the subdivision agreement with the Township to provide a mud tracking pad for construction vehicles at the approved construction entrance, and to direct construction traffic to and from the Draft Plan of Subdivision lands as directed by the Township to the satisfaction of the Township.
29. The Owner shall agree in the subdivision agreement with the Township to provide and maintain erosion and sediment control measures, as appropriate, prior to the commencement of topsoil stripping and during other construction activities to the satisfaction of the Township and CVC.
30. The Owner shall agree in the subdivision agreement with the Township to provide to the Township sufficient securities for the maintenance and monitoring of sediment and erosion control measures, which securities shall be to the satisfaction of the Township's Treasurer. The quantum of said securities shall be addressed in the report to be prepared in condition 38 e).
31. The Owner shall agree in the subdivision agreement with the Township that topsoil, equipment, or materials may only be stockpiled to the satisfaction of the Township. The Owner further agrees there will be no stockpiling on

any lands being conveyed to the Township or on any blocks or on other adjacent lands owned by the applicant without the written approval of the Township.

LANDSCAPING

32. The Owner shall agree in the subdivision agreement with the Township to have a qualified Arborist certify that all trees planted by the Owner and all existing trees located on lands to be deeded to the Township are disease free and healthy, after planting (if applicable) and prior to the assumption of public services, all to the satisfaction of the Township.

PLAN, MAPS AND BENCHMARKS

33. The Owner shall agree to deposit five (5) full size paper copies of the Registered Plan of Subdivision with the Township and provide the Township with computerized information in a format satisfactory to the Township. In addition, the subdivision agreement between the Owner and Township shall contain a provision whereby the Owner agrees to supply to the satisfaction of the Township, "as constructed" public services in a format suitable for use by the Township with the current version of AutoCAD being used by the Township/and or its consulting engineers.
34. The Owner shall agree in the subdivision agreement with the Township to provide two second order, second level Geodetic Benchmarks in suitable locations to the satisfaction of the Township.
35. The Owner shall prepare a Community Information Sign which shows the draft plan of subdivision together with surrounding land uses, which Community Information Sign shall be to the satisfaction of the Township Planner, and the Owner shall also obtain from the Township a Schedule with all notice clauses that the Township may require to be provided to potential purchasers of the lots, all of which is to occur prior to marketing or otherwise offering to sell any of the draft approved lots to builders or potential homebuyers. The approved Community Information Sign shall be posted in a prominent location in the sales office, if any, and a copy of the approved Sign and Schedule shall be provided directly to potential purchasers. Further, the Owner shall agree in the subdivision agreement to provide the approved Community Information Sign and obtain execution of the Schedule by each builder/homeowner which documents shall be submitted as part of the filings to the Township for its clearance of the requisite building permit application.

RETAINING WALLS

36. The subdivision agreement between the Owner and the Township and all offers of Purchase and Sale shall contain a clause stating that the maintenance of any retaining walls constructed within the Draft Plan of

subdivision shall be the responsibility of the Owner and subsequent Owners, and that no retaining wall shall exceed a maximum height of 1.5 metres on the exposed face, unless any additional height is approved by the Township Engineer in writing. Retaining walls shall not be constructed upon lands to be transferred to the Township or other public authority, unless otherwise approved by the Township.

ENGINEERING AND TECHNICAL REPORTS

37. The Owner has prepared and submitted to the Township for approval, the reports listed below. Recommendations from these reports, as amended or modified to the satisfaction of the Township will be implemented in the detailed design process to the satisfaction of the Township and any other public body as noted below. All reports and studies must substantially conform to the draft plan of subdivision prepared by mainline planning services inc., July, 2020, revised April 2022, and red-lined dated March 2023, and may be further red-lined to address recommendations or requirements of the updated reports to the satisfaction of the Township

- (a) recommendations of the Functional Servicing and Preliminary Stormwater Management Report prepared by Crozier & Associates (March 2022), and any amendments or modifications thereto approved by the Township and CVC, shall be implemented to the satisfaction of the Township and CVC. The Owner agrees that all facilities for stormwater management purposes shall be operational to the satisfaction of the Township and CVC, prior to the placement of the road granulars. The Owner acknowledges that monies shall be deposited and paid to the Township as contribution to the long-term maintenance of the stormwater facilities which amount shall be addressed in the subdivision agreement;
- (b) recommendations of the Environmental Impact Study prepared by Dillon Consulting (May 2022), and any amendments or modifications thereto approved by the Township and CVC, shall be implemented to the satisfaction of the Township and CVC;
- (c) recommendations of the Hydrogeological Investigation Report prepared by MTE (June 2, 2022) detailing the planned servicing of the draft plan of subdivision and recommendations of these reports and technical memoranda, and any amendments or modifications thereto, shall be implemented to the satisfaction of the Township and the MOECC;
- (d) recommendations of the Geotechnical Investigation prepared by MTE (July 2020), and any amendments or modifications thereto approved by the Township and CVC shall be implemented to the satisfaction of the Township.

(e) Recommendations of the Traffic Impact Study prepared by Paradigm (July 2020), and any amendments or modifications thereto approved by the Township shall be implemented to the satisfaction of the Township.

38. The Owner agrees to have prepared, by a qualified Consulting Engineer(s) or other professionals as noted below, and submitted to the Township for approval, the following reports. All reports and studies shall be to the satisfaction of the Township together with any other public body as noted below. All reports and studies must substantially conform to the draft plan of subdivision prepared by mainline planning services inc., July 2020, revised April 2022, and red-lined dated March 2023. Recommendations from these reports, as amended or modified to the satisfaction of the Township, must be implemented to the satisfaction of the Township:

(a) The Owner acknowledges and agrees that ensuring the suitability of land for its proposed uses is the Owner's responsibility. The Owner has submitted a Phase I Environmental Site Assessment, prepared by MTE Consultants Inc. dated February 22, 2019 and a Phase II Environmental Site Assessment prepared by MTE Consultants Inc. dated November 6, 2019. Prior to the final approval of the plan, the Owner shall:

- (i) Provide a letter of reliance in favour of the Township and CVC, to the satisfaction of the Township Solicitor for the Phase I and Phase II Environmental Site Assessments, prepared by MTE Consultants Inc.
- (ii) File a Record of Site Condition (RSC) on the Provincial Environmental Registry for the subdivision lands including any lands to be conveyed to the Township.
- (iii) Remove all waste material found at and in proximity to TP105. A Qualified Person (QP) as defined in Ontario Regulation 153/04 shall confirm it has been satisfactorily removed.
- (iv) That the subdivision agreement require removal of the existing sewage system should it be uncovered during construction to the satisfaction of the Township.

In addition, prior to the registration of the plan of subdivision, the Owner shall provide such environmental warranties and undertakings to the satisfaction of the Township Solicitor

(b) Prepare an updated Environmental Impact Study to the satisfaction of the Township. The updated study shall reflect the updated development occurring only on the west side of the subject lands and,

- (i) Provide guidance on the restoration targets (communities, species, densities) to be located in the former air strip and the Mineral Cultural Woodland (CUW1) located in Block 1;

- (ii) Confirm that the Landscape Plans are in accordance with the 2020 CVC Ecosystem Offsetting Guideline;
 - (iii) Provide confirmation that the community of CUM1-1/SWT2-5 located in Block 4, 11, 12 is not connected to the larger adjacent wetland feature in Block 1. The Owner shall further agree and acknowledge that the present subdivision design is premised on a connection not being present. If the wetland is confirmed to be connected, further design/lotting and/or site specific zoning changes may be necessary within the draft plan of subdivision to the satisfaction of CVC;
 - (iv) Provide correspondence from MECP confirming all treed vegetation within the development areas, which has the potential to provide roosting habitat for Species at Risk bats can be removed and the mitigation measures required. The Owner shall further agree and acknowledge that the present subdivision design is premised on tree removal. If MECP does not permit the removal, further design/lotting changes and/or site specific zoning changes may be necessary within the draft plan of subdivision to the satisfaction of CVC;
 - (v) Demonstrate how the candidate Significant Wildlife Habitat for Amphibian Breeding Habitat (Woodland) that may be indicated by the full choruses of Spring peepers in 2 of the 3 surveys has been considered in the compensation for the development and maintenance of potential amphibian movement corridors due to removal of the forest areas impacted by Lots 6, 7, 8, 9, Block 4, 11 and 12; and
 - (vi) Shall demonstrate that any increases in water depth in the wetland does not result in any negative impacts to the wetland to the satisfaction of CVC.
- (c) Prepare an updated Functional Grading and Stormwater Management Report to the satisfaction of the Township. The updated report shall address the following to the satisfaction of the Township and CVC.

Stormwater Management

- (i) Include updated modelling for pre-development and post development flows that apply the post development design of the forest hill subdivision in both the pre and post development analysis.
- (ii) Include updated modelling for pre-development and post development flows to ensure a minimum of 25% imperviousness has been considered for each lot.

- (iii) Re-asses the predevelopment flows and post development flows up to and including the Regional Storm Event. Evaluate whether quantity control is required to the satisfaction of the Township and CVC to ensure the development does not contribute to increased flooding impacts off site and to ensure no negative impacts to the wetland as a result of the post development flows. The regional flooding is not to extend into the lots. The Owner shall further agree and acknowledge that the draft plan of subdivision design is premised on stormwater management that does not require quantity control which has not been technically justified. Block 4 has been allocated towards a stormwater management facility until sufficient analysis has occurred to confirm that quantity control is not required to the satisfaction of the Township and CVC. The Owner shall further agree and acknowledge that further design/lotting changes may be necessary within the draft plan of subdivision to satisfy stormwater management requirements.

Onsite Sewage Systems

- (iv) Complete an updated analysis based on a dwelling that has 65 fixture units to determine the onsite sewage envelope expected for each lot within the plan based on expected T-times that will be present after earthworks have been completed based on the proposed grading design and the cut/fill plan. The leaching bed envelope determined shall be utilized in the Master Development Plan. It is acknowledged that a Level IV Treatment Unit with minimum nitrogen removal capabilities of 50% . CAN/BNQ 3680-600 is required due to the proximity to the wetland.

Water Balance

- (v) An Updated water balance assessment to comply with Policy REC-1 from the Credit Valley-Toronto and Region-Central Lake Ontario (CTC) Source Protection Plan to the satisfaction of the Township's Risk Management Official. The updated assessment shall include overall water balance tables for pre-development and post-development recharge for the entire site and mitigation measures to demonstrate how infiltration deficit will be met. Soil Types and associated factors shall be verified and justified in the analysis to the satisfaction of the Risk Management Official.
- (d) Prepare an updated Hydrogeological Report based on the current development and address the following to the satisfaction of the Township and CVC.
- (i) A letter of reliance in favour of the Township and CVC, to the satisfaction of the Township Solicitor shall be provided.

- (ii) Include an assessment of policies DEM 1/DEM-2 to the satisfaction of the Risk Management Official.
 - (iii) A statement to verify that the stormwater management works will not pose a significant drinking water threat to the satisfaction of the Risk Management Official.
 - (iv) Confirmation that the site development will not impact the operation of the nearby municipal well when running at its maximum permitted pumping rate.
 - (v) Final recommendation of well construction on each of the lots.
- (e) Prepare an erosion and sediment control plan to provide recommendations for the control, maintenance, and monitoring of sediment during all phases of construction and to address erosion control issues. The plan shall include inspection requirements for dry weather periods (active and inactive construction phase), after significant storm events and significant snowmelt events, and after any extreme weather to the satisfaction of the Township and CVC.
- (f) prepare a tree inventory and protection/preservation plan report prepared by a qualified ecologist or certified arborist to the satisfaction of the Township which will be used to determine the compensation required by the Owner.
- (g) prepare a Landscape Plan prepared by a qualified Landscape Architect to the satisfaction of the Township, including the following components:
 - (i) Shall incorporate the trees to be preserved and any required protection measures during construction;
 - (ii) Shall include all compensatory planting required to offset removals in accordance with the 2020 CVC Ecosystem Offsetting Guideline. Compensatory planting to be provided in the former air strip and the Mineral Cultural Woodland (CUW1) located in Block 1;
 - (iii) Shall include edge planting at the interface of the exposed forest edge;
 - (iv) Shall include street tree planting along Street 'A' with trees located within the lots. A minimum of two (2) boulevard trees per lot is required;
 - (v) Shall include any plantings to create a screen of the property when viewed from A-Line or East Garafraxa-Caledon Townline within the lot as to not interfere with road maintenance in the future; and

- (vi) Incorporate any required additional mitigation measures as required by the ecologist.
 - (h) prepare an updated Geotechnical Report to the satisfaction of the Township to address any potential impact from groundwater and provide recommendations for the construction of the subdivision including pavement design of internal roads, design of the stormwater management facilities or low impact development facilities, and requirements for subdrains, provide a minimum basement elevation for each lot in order to be above the seasonally high groundwater level, and a letter of reliance in favour of the Township and CVC, to the satisfaction of the Township Solicitor
 - (i) Provide a letter of reliance in favour of the Township with respect to the Transportation Impact Study to the satisfaction of the Township Solicitor
39. Before final approval, the Owner shall agree in the subdivision agreement with the Township to have prepared, by a qualified consultant, Rural Landscape Preservation and Building Design Analysis including provisions and guidelines for Streetscape, Landscape, Architectural, and Lighting standards for buildings and the plan of subdivision to the satisfaction of the Township.
40. The Owner shall agree in the subdivision agreement with the Township to have prepared, by a qualified Engineer, and submitted to the Township for approval, a detailed Engineering Submission for each phase of construction. Engineering drawings shall reflect the recommendations of all reports and studies requested as conditions of approval. All aspects of the servicing design must be in accordance with the appropriate requirements of the applicable legislation, including any applicable Class Environmental Assessments and the Owner must provide documentation to confirm compliance with same. The Engineering Submission shall be incorporated as part of the approved drawings under the subdivision agreement and shall be completed and approved prior to the execution of the subdivision agreement, and prior to final approval of the plan of subdivision.
41. Prior to the registration of the plan of subdivision, the Owner shall submit at its cost to the Township for review and approval:
- (a) Engineering drawings, including a copy of the Master Development Plan, as detailed in Condition No. 45 (a) for the plan of subdivision ; and
 - (b) a copy of the descriptive Home-Owner's Manual which provides information regarding the characteristics of the private wells and septic systems proposed (or constructed) on the lots and the required operations and maintenance instructions.

42. The Owner shall agree that where a condition of approval requires the preparation of a report, study, or plan, the Owner shall:
- (a) carry out, or cause to be carried out, the study, report or plan, at the Owner's expense, prior to final approval, except in those circumstances that may be specifically authorized by the approving agency(s); and
 - (b) carry out, or cause to be carried out, the recommendation(s) or work(s) prescribed in the approved study, report, or plan, prior to final approval, except in those circumstances that may be specifically authorized by the approving agency(s).

SERVICING

43. The subdivision agreement between the Owner and the Township shall contain provision(s) that all lots will be made suitable for subsurface sewage disposal systems and private wells to the satisfaction of the Township. All installation of subsurface sewage disposal system(s) shall be in accordance with building permit(s) from the County of Dufferin. All installation of private well(s) shall be in accordance with permit(s) from the MECP and shall also be in accordance with the requirements of the Ontario Building Code.
44. The subdivision agreement shall also contain provisions with wording to the satisfaction of the Township that a detailed plot plan shall be approved by the Township Engineer prior to the issuance of municipal clearance for a building permit (which clearance is by the Township) that shows the building envelope, the subsurface sewage disposal system, the proposed grading, the well location, and any other details that the Township Engineer may require, together with any other provisions that the Township may require for the proper construction, installation and operation of the subsurface sewage disposal systems and private wells. The subdivision agreement shall also contain clauses regarding the requirement for a clause to be contained in the Agreement(s) of Purchase and Sale of the lot(s) advising that the lot is serviced by a private well and a private sewage disposal system, and also advising the purchaser that an information package will be provided to the purchaser with detailed information regarding the operation of the private well and private sewage system including the nature, operation and maintenance of such systems, all to the satisfaction of the Township.
45. The Owner shall agree in the subdivision agreement that each of the lots shall be made suitable for the installation of an individual private well and an individual private subsurface sewage disposal system and the Owner shall install private well(s) and private septic system(s) on all building lot(s). In addition, the overall layout of the private well(s) and private septic system(s) for the plan of subdivision shall be to the satisfaction of the Township Engineer and the detailed plot plan(s) as set out below shall

be to the satisfaction of the Township Engineer. Should any lot be deemed by the Township Engineer to be unsuitable for such systems, such lot shall be combined with other lots or blocks, as the case may be.

The Owner further agrees to meet the following requirements in the design of the private well(s) and private septic system(s):

- (a) the Master Development Plan, a component of the engineering drawings, shall illustrate building envelopes, suggested dwelling sittings, rear yard activity areas, driveways, well location and private septic system envelopes with the corresponding grading and drainage requirements and design evaluations. It is acknowledged that the Township Engineer at the municipal clearance for building permit stage may approve a detailed plot plan for a dwelling on a lot that varies from the Master Development Plan provided the Master Development Plan's integrity is not compromised;
- (b) the Master Development Plan shall be based on consideration of the soils and water table on site, as determined by monitoring of standpipes and such other soils investigations, as are required;
- (c) the engineering design team preparing the final engineering drawings for the subdivision shall include a specialist in private septic systems and lot grading to ensure the integration of sewage treatment considerations (including raised beds, if necessary) into the grading plans;
- (d) private wells shall be designed in accordance with the engineering reports prepared by the Owner's engineer. Septic systems shall be designed in accordance with the engineering reports prepared by the Owner's engineer. The Township and the Chief Building Official may approve any deviations from the approved design concept as they deem appropriate, (in consultation with the MECP for private wells) and for private septic systems;
- (e) a primary area for the private septic system(s) shall be provided on each lot. The size of the areas provided shall be related to the percolation rate of the existing native soils and the dwelling characteristics;
- (f) leaching bed design shall be based on post-grading soils and water table conditions determined by a test pit excavated within the proposed leaching bed area and inspected by the Building Department and/or verified by report submitted by a Geotechnical Consultant to the satisfaction of the Chief building Official;
- (g) consideration should be given to the potential for changes in the water table and the stormwater quantity and quality facilities. Wherever

possible, the distance between leaching beds and the above should be maximized;

- (h) in order to prevent erosion of the leaching beds, the soils in the bed and related drainage swale areas shall be stabilized by hydro seeding immediately after bed construction. Any areas on raised beds each adjacent to and on the tapers shall be sodded immediately on completion;
- (i) the engineering plans shall include drawings indicating the amount of cut and fill required to achieve the grading and drainage required and these plans shall be reviewed and approved by the private septic system specialist in order to determine the effect of the grading on the operation of the leaching beds. The characteristics and placement method of imported fill to be placed in areas where the private septic systems are to be constructed shall be approved by the private septic system specialist and the Township and Chief Building Official;
- (j) during road and drainage system construction, vehicular traffic must be kept off the private septic system areas to prevent soil compaction. No building materials or soil should be stockpiled in private septic system envelopes;
- (k) where on-lot infiltration techniques, not to include soak-away pits, are proposed, consideration should be given to the potential impact of infiltration on the functioning of the private wells and on the leaching beds;
- (l) prior to the issuance of a building permit for a private septic system, the following conditions must be fulfilled to the satisfaction of the Township and the Chief Building Official:
 - i) the primary and secondary drainage swales shall have been completed to ensure that all leaching bed areas are adequately drained prior to the construction of a private septic system;
 - ii) a qualified consulting engineer, together with a specialist in the design and installation of private septic systems, shall be retained to submit the necessary detailed site plan with each application for a municipal approval of the detailed site plan and a building permit for the private septic system(s);
 - iii) the same consulting engineer and private septic system design specialist shall also be jointly responsible for:
 - 1. preparation of a detailed individual plot plan to be approved by the Township which illustrates all proposed buildings and structures, their elevation, the driveway and activity areas (including showing any area proposed for a swimming pool) and

the location of the private well, the septic tank, pump tank or siphon (if required), the detailed design of the leaching bed (and where a fully or partially raised leaching bed is proposed, a detailed cross-section), all existing and proposed grades including retaining walls or terraces, natural features and vegetation (existing and to be removed), the method of disposing of stormwater (drainage swales, directions and grades) and all erosion control and sedimentation features, all of which must be shown. Existing and proposed grades must be provided.

2. obtaining approval from the Township Engineer indicating that the proposed grading conforms to the Master Development Plan;
3. inspection of one or more test pits and the preparation of a grain size analysis and water table evaluation report. Where imported fill material is required, the consulting engineer/private septic system design specialist shall provide a detailed grain-size analysis report on the proposed fill and shall obtain Township and Chief Building Official approval prior to placement on the property;
4. for raised beds, supervision of the laying out, excavation and scarification of the leaching bed bottom and placement of fill to ensure compliance with design and grading criteria; and
5. prior to authorizing the construction of the leaching bed, the Consulting Engineer and private septic system design specialist will obtain confirmation that the dwelling has been constructed in the location and to the grades indicated in the approved site plan.

(m) following the completion of construction, the Consulting Engineer and private septic system design specialist shall be responsible for:

- i. provision of a Certificate of Compliance for each lot within the subdivision stipulating that all grades, private well(s) and private septic system(s), including all its details have been constructed according to the approved detailed site plan and the approved design; and
- ii. provision of certified “as constructed” drawings of the private septic system of each lot in a digitized electronic format acceptable to the Township, if so required by the Township.

(n) the Owner shall provide to the lot purchaser a copy of the site plan and a copy of the Home Owner’s Manual for the private well and the private septic system (which Manual shall be approved by the Township), and a

copy of the operating manual and the maintenance agreement for the private septic system;

(o) the Home-Owners' Manual shall include a clause stating that private septic systems should be regularly serviced by the pumping of sludge and septage from the septic and pump or siphon tanks. The Home-Owners' Manual should also provide details with respect to the local environment and pay particular attention to the potential impacts of misuse on the private well and of the private septic system on the environment in and adjacent to the property;

(p) it is acknowledged that the primary responsibility of the Township Engineer is with respect to the general layout of the private well(s), sewage system(s) and the grading of the plan of subdivision. It is acknowledged that the design of the individual private well is subject to the Ontario Water Resources Act and the regulations thereunder. It is acknowledged that the design of the individual private septic system(s) is subject to the Ontario Building Code Act and the regulations thereunder. Should any of the provisions of this condition conflict with the Ontario Water Resources Act and the regulations thereunder and/or the Ontario Building Code Act and the regulations thereunder, it is agreed that the Ontario Water Resources Act and the regulations thereunder or the Ontario Building Code Act and the regulations thereunder, as the case may be, govern;

46. The subdivision agreement between the Owner and the Township shall contain provision(s) incorporating the provisions of condition 45 to the satisfaction of the Township. The subdivision agreement shall also contain clauses regarding the requirement for a clause to be contained in the Agreement of Purchase and Sale for each lot advising that the lot is serviced by a private well and a private septic system and also advising the purchaser that an information package will be provided to the purchaser with detailed information regarding the nature, operation and maintenance of the private well and of the private septic system, all to the satisfaction of the Township. The subdivision agreement shall also contain provisions that:

(a) eaves trough, foundation drains and surface/stormwater drainage must not directed to, nor into the private wells or the sewage disposal system, nor onto, or into the ground surface in the vicinity of the tile bed area in order to limit the impact of stormwater on the operation of the leaching beds;

(b) the Owner shall not permit the installation of any underground lawn irrigation systems within the private well or the primary leaching bed area, or in any area which may detrimentally affect the operation and

effectiveness of the leaching bed. The Developer agrees to insert a provision in any agreement of purchase and sale to this effect;

- (c) no structures, including accessory buildings and swimming pools, and no landscaping involving decks, berms, foundations, paving stones or trees shall be located within the primary leaching bed area and no structures, including accessory buildings and swimming pools, shall be located in the reserve leaching bed area; and
- (d) the front and side yards of residential lots extending to the rear limit of each house at a minimum are to be sodded. The balance of the lot is to be top soiled and hydroseeded.

WATER SERVICING

- 47. Prior to final approval, a Hydrogeological Report must be approved to the satisfaction of the Township Engineer. It is noted that the MECP may have further requirements with respect to the provision of individual wells for each lot. The Owner shall agree in the subdivision agreement to provide the Township with a copy of the well record and water quality testing results, to the satisfaction of the Township Engineer.

WELL MONITORING

- 48. The Owner agrees that:
 - (a) prior to any site alteration, it shall conduct a Preconstruction Survey of the static water level and quality of all wells, subject to the consent of the well owner, within the greater of:
 - i. 500 m of development area; and
 - ii. the expected area of influence as determined by a hydrogeologist.
 - (b) should the Township receive complaints regarding alleged well interference from residents in the Rayburn Meadows, Nature's Landing, Forest Hill, Brookhaven, Garafraxa Estates or Garafraxa Woods subdivisions, together with any other properties within the vicinity of the property, the Township engineer may require the Owner to update the preconstruction survey from time to time or, in the alternative, monitor the wells on which complaints have been received, (should the resident so permit); and
 - (c) the Owner further agrees to resolve any claims of well interruption, if any, due to the development of the subdivision. Should there be any such interruption to properties located in proximity to the draft plan, then the Owner agrees that it shall supply temporary water to the affected home(s), and if necessary shall implement a permanent

solution such as, but not limited to, the installation of a new well to the satisfaction of the Township and/or MOECC, as the case may be.

CREDIT VALLEY CONSERVATION

49. Prior to final approval, all CVC fees shall be paid for by the Owner to the satisfaction of CVC.
50. Prior to any grading and servicing and/or registration of the plan, or any phases thereof, the Owner shall prepare to the satisfaction of CVC and the Township

(a) Within the updated Environmental Impact Study,

- i. Confirm the limit of the Provincially Significant Wetland was confirmed by Provincial staff. Label the figures with the date this was confirmed.

(b) Within the updated Functional Grading and Stormwater Management Report, the updated report shall:

- i. Provide justification for selected runoff coefficients
- ii. Update modelling inputs for updated limits of development and ensure drainage area inputs are consistent with the drainage plans
- iii. Demonstrate that bioswales will not pose a threat to private groundwater wells
- iv. Apply a Factor of Safety to the infiltration rates
- v. Pre-Development catchment areas from the Forest Hill Subdivisions is to be updated to represent current existing conditions.
- vi. Revise the analysis of pre-development to post development flows up to the Regional Storm Event and confirm quantity control requirements with CVC.
- vii. Update design to ensure adequate erosion and energy dissipation controls are in place where any outlets are concentrated towards the wetland.

(c) Within the updated Hydrogeological Report , the updated report shall address:

- i. Provide a Wetland Water Balance Assessment
- ii. The Water Budget Report shall demonstrate, among other items, how pre-development groundwater recharge rates and groundwater flows/quantities will be maintained post development, to the satisfaction of CVC;
- iii. Confirm the relationship between the surface water and groundwater, as well as seasonal and annual hydraulic gradients pertaining to the Provincially Significant Wetland. The Owner

shall install nested monitors within the Provincially Significant Wetland to the satisfaction of CVC to ascertain the relationship.

51. The Township's implementing Zoning By-law shall place all open space blocks (Block 1) as Environmental Protection which has the effect of prohibiting development and ensuring the long-term preservation of the lands in perpetuity.
52. That Block 1 be gratuitously dedicated to CVC, as appropriate. The boundary of Block 1 shall consist of straight lines and be simplified to reduce fence lined complexity for the lotting to the satisfaction of CVC.
53. The plan shall ensure a minimum 30 m setback has been provided to all Provincially Significant Wetlands.
54. Fencing to the natural areas is to be installed at least 0.15m onto the side of the private lots (not a shared fence), and no gates are permitted.
55. The Owner agrees that septic system designs shall address any outstanding matters to the satisfaction of CVC and the Township;
56. That prior to the registration of the plan or any phase thereof, the Owner shall obtain all necessary permits and fulfill all conditions outlined in the permits in accordance with Ontario Regulation 160/06, as amended; and
57. That the Owner agrees, in the subdivision agreement, in wording acceptable to CVC and the Township, to carry out or cause to be carried out the works or requirements as noted in Conditions 49 through 57, above.

UPPER GRAND DISTRICT SCHOOL BOARD

58. The Owner agrees to the following provisions, to be included in the Township's subdivision agreement, to the satisfaction of the Upper Grand District School Board:
 - (a) Education Development Charges shall be collected prior to the issuance of a building permit;
 - (b) Provide the Upper Grand District School Board with a digital file of the plan of subdivision in either ArcGIS (shapefile or geodatabase) format or DXF format using a projected geographic coordinated system, containing parcel fabric and street network;
 - (c) That the Developer shall agree in the subdivision agreement that adequate sidewalks, lighting and snow removal (on sidewalks and walkways) will be provided to allow children to walk safely to school or to a designated bus pickup point); and
 - (d) That the Owner and the Upper Grand District School Board reach an agreement regarding the supply and erection of a sign at the Owner's

expense and according to the Board's specifications, affixed to the permanent development sign, subject to the approval of the Township, advising prospective residents about schools in the area.

DUFFERIN-PEEL CATHOLIC DISTRICT SCHOOL BOARD

59. That the applicant shall agree in the Servicing and/or Subdivision Agreement to include the following warning clauses in all offers of purchase and sale of residential lots:
- (a) Whereas, despite the best efforts of the Dufferin-Peel Catholic District School Board, sufficient accommodation may not be available for all anticipated students from the area, you are hereby notified that students may be accommodated in temporary facilities and/or bussed to a school outside of the neighbourhood, and further, that students may later be transferred to the neighbourhood school.
 - (b) That the purchasers agree that for the purpose of transportation to school, the residents of the subdivision shall agree that children will meet the bus on roads presently in existence or at another place designated by the Board.

ENBRIDGE GAS DISTRIBUTION

60. The Owner agrees to the following provisions, to be included in the Township's subdivision agreement, to the satisfaction of Enbridge Gas Distribution Inc.:
- (a) the Owner shall contact Enbridge Gas Inc.'s Customer Connections department by emailing SalesArea20@Enbridge.com to determine gas availability, service and meter installation details and to ensure all gas piping is installed prior to the commencement of site landscaping (including, but not limited to: tree planting, Silva cells, and/or soil trenches) and/or asphalt paving;
 - (b) easement(s) are required to service this development and any future adjacent developments. The Owner will provide all easement(s) to Enbridge Gas Inc. at no cost;
 - (c) the Owner will contact Enbridge Gas Distribution's Customer Connections department by emailing SalesArea20@enbridge.com prior to any site construction activities to determine if existing piping facilities need to be relocated or abandoned;
 - (d) in the event a pressure reducing regulator station is required, the Owner is to provide a 3 metre by 3 metre exclusive use location that cannot project into the municipal road allowance. The final size and location of the regulator station will be confirmed by Enbridge Gas Distribution's Customer Connections department. The Owner shall contact

SalesArea20@enbridge.com for further details with respect to the foregoing.

Note: the Township shall be consulted with respect to any such location;

- (e) the Owner will grade all road allowances to as final elevation as possible, provide necessary field survey information and all approved municipal road cross sections, identifying all utility locations prior to the installations of the gas piping; and
- (f) Enbridge Gas Distribution reserves the right to amend or remove development conditions

BELL

- 61. The Owner agrees to the following provisions, to be included in the Township's subdivision agreement, to the satisfaction of Bell Canada:
 - (a) The Owner acknowledges and agrees to convey any easement(s) as deemed necessary by Bell Canada to service this new development. The Owner further agrees and acknowledges to convey such easements at no cost to Bell Canada.
 - (b) The Owner agrees that should any conflict arise with existing Bell Canada facilities where a current and valid easement exists within the subject area, the Owner shall be responsible for the relocation of any such facilities or easements at their own cost.
 - (c) The Owner is advised to contact Bell Canada at planninganddevelopment@bell.ca during the detailed utility design stage to confirm the provision of communication/telecommunication infrastructure needed to service the development.
 - (d) It shall be noted that it is the responsibility of the Owner to provide entrance/service duct(s) from Bell Canada's existing network infrastructure to service this development. In the event that no such network infrastructure exists, in accordance with the Bell Canada Act, the Owner may be required to pay for the extension of such network infrastructure.
 - (e) If the Owner elects not to pay for the above noted connection, Bell Canada may decide not to provide service to this development.

CANADA POST

- 62. The Owner agrees to the following provisions, to be included in the Township's subdivision agreement, to the satisfaction of Canada Post, to undertake the following:

- (a) consult with Canada Post to determine suitable locations for the placement of Community Mailboxes and to indicate these locations on appropriate servicing plans;
- (b) prior to offering any residential units for sale, to place a “Display Map” on the wall of the sales office in a place readily available to the public which indicates the location of all Canada Post Mailbox site locations, as approved by Canada Post and the Township;
- (c) include in all Offers of Purchase and Sale a statement which advises the prospective purchaser that mail delivery will be from a designated Community Mailbox and to include the exact locations (list of lot numbers) of each of the Community Mailbox locations;
- (d) provide the following for each Community Mailbox site and include these requirements on appropriate servicing plans:
 - i. an appropriately sized sidewalk section (concrete pad), as per Canada Post specifications, upon which to place the Community Mailboxes;
 - ii. any required walkway across the boulevard, as per municipal standards;
 - iii. any required curb depressions for wheelchair access, and;
 - iv. redline the plan to show a lay-by for vehicular traffic prior to final approval.

Note: the Township shall be consulted with respect to any such location

- (e) determine, provide and maintain a suitable and safe temporary Community Mailbox location(s) to be “fit up” prior to first occupancy. This temporary site will be utilized by Canada Post until the above-mentioned criteria is completed at the permanent Community Mailbox site locations. This will enable Canada Post to provide mail service to new residences as soon as homes are occupied

UTILITIES

- 63. The Owner agrees in the subdivision agreement to provide to the Township confirmation from the telecommunication company, cable company, gas company and Hydro One, that arrangements have been made to their respective satisfaction for the installation of such utilities and services, including underground services in the draft plan of subdivision.
- 64. The Owner agrees that utilities (including underground utility trench including gas), shall have a clear separation to the bioswale of at least 2 m. Should a utility company require the installation to be within the Street ‘A’

road allowance, the 20 m Street 'A' width shall be increased beyond the 20 m width to accommodate a minimum 2 m separation between the utilities and the bioswale to the satisfaction of the Township Engineer. The Owner shall further agree and acknowledge that the present subdivision design is premised on utilities being in easements and if not acceptable by the utilities, further design/lotting changes may be necessary within the draft plan of subdivision.

MINISTRY OF TOURISM AND CULTURE

65. No grading or other soil disturbance shall take place on the subject property prior to a letter of clearance from the Ministry of Tourism, Culture and Sport, with respect to archaeological assessment. It is acknowledged in the letter dated September 19, 2008 by Ministry of Culture that the report has been accepted into the Provincial register of archaeological reports. The Ministry is satisfied that concerns for archaeological sites have been met.

NOISE AND ODOUR

66. Prior to any grading or development, the Owner shall agree that construction activities will be undertaken in accordance with the standards contained in the Township Noise By-law and any other requirements contained within the subdivision agreement.
67. The Owner agrees to notice clauses to be contained within the subdivision agreement with the Township together with the provision of statements in all Offers of Purchase and Sale to provide notice to prospective purchasers regarding surrounding land uses. The clauses and statements are as follows:
- (a) potential noise disturbances and odor may emanate from neighbouring properties including those noises and/or odours caused by area agricultural operations, the Rayburn Pit, A Line and the Caledon/East Garafraxa Town Line. The following clause shall be included: "The purchasers/tenants are advised that lands in the vicinity of the subdivision are farm lands and may be used for the growing of crops and the raising and housing of livestock, and normal farm practices are to be anticipated on these lands. Additionally, lands in the vicinity of the subdivision are licensed for aggregate operations which may generate noise";
 - (b) together with the notice clauses to be part of the Schedule as set out in Condition 35; and
 - (c) together with any other notice clauses that the Township may deem appropriate and proper.

FEES AND CHARGES

68. The Owner agrees to pay all Township and County of Dufferin fees, charges, levies and development charges as may be required for the development.
69. The Owner agrees to maintain its account in good standing with the Township for reimbursement to the Township of Township expenses for outside consultant and legal services rendered to obtain approval, review, processing, registration and implementation of this draft plan of subdivision.

CLEARANCE OF CONDITIONS

70. That prior to final approval, the Township is to be advised in writing by CVC how Conditions 12, 13, 20, 21, 26, 29, 37 (as referenced within), 38 (as referenced within), 49 to 57 have been satisfied.
71. That prior to final approval, the Township is to be advised in writing by Upper Grand District School Board how Condition 58 has been satisfied.
72. That prior to final approval, the Township is to be advised in writing by Dufferin-Peel Catholic District School Board how Condition 59 has been satisfied.
73. That prior to final approval, the Township is to be advised in writing by Enbridge Gas Distribution Inc. how Condition 60 has been satisfied.
74. That prior to final approval, the Township is to be advised in writing by Bell how Condition 61 has been satisfied.
75. That prior to final approval, the Township is to be advised in writing by Canada Post how Condition 62 has been satisfied.
76. The Owner agrees that Draft Approval shall apply for three (3) years from the date of issuance of Draft Approval and shall lapse on the anniversary of the date of the issuance of Draft Approval, unless draft plan approval is extended prior to the lapsing date. If so required, application shall be made to extend draft plan approval prior to such lapsing, which may or may not be granted.

NOTES TO DRAFT APPROVAL

The Owner is hereby advised:

- a) that pursuant to Section 69 of the Planning Act, the Owner will be required to pay processing fees to the Township for each final approval of this Subdivision, in accordance with the Township By-law, as amended from time to time. Fees are also required by the Township for each application

to extend Draft Approval and for Major Revisions to the Draft Plan or conditions;

- b) that Township and County of Dufferin Development Charges will be payable in accordance with the applicable municipal Development Charges by-laws;
- c) that Development Charges of the respective School Boards and Hydro One are payable in accordance with their respective Development Charge requirements.
- d) the Township shall require that a Letter of Credit, the amount of which shall be determined in accordance with the Township's requirements, be provided by the Owner to the Township required within the Subdivision Agreement and as part of the execution of the Subdivision Agreement to ensure satisfactory completion of the project;
- e) a copy of the draft and the executed subdivision agreement should be provided by the Owner to CVC, School Boards, Canada Post, Hydro One, Enbridge Gas Distribution Inc. and other utilities to facilitate the clearance of conditions;
- f) if so required, the Owner agrees to red-line revise the draft plan to meet the requirements of the conditions contained herein;
- g) it is the Owner's responsibility to fulfil the conditions of draft approval and to ensure that the required clearance letters are forwarded by the appropriate agencies to the Township quoting the File Number S2-20;
- h) clearance is required from the following:
 - i. Township of East Garafraxa
065371 Dufferin County Road 3, Unit 2
East Garafraxa ON
L9W 7J8
 - ii. Credit Valley Conservation
1255 Old Derry Road
Mississauga, ON
L5N 6R4
 - iii. Upper Grand District School Board
500 Victoria Road North
Guelph, ON
N1E 6K2
 - iv. Dufferin-Peel Catholic District School Board
40 Matheson Boulevard West
Mississauga, ON
L5R 1C5

Applicants: 2205727 Ontario Limited

File Number: TWP File S2-20

Municipality: Township of East Garafraxa

Subject Lands: Part of the West Half of Lot 1, Concession B; 471019 A Line

- v. Enbridge Gas Distribution Inc.
500 Consumers Road
North York, ON
M2J 1P8
- vi. Bell Canada
- vii. Canada Post
193 Church Street, Suite 200
Oakville, ON
L6J 7S9
- viii. Ministry of Tourism and Culture
900 Highbury Avenue
London, ON
N5Y 1A4
- i) All measurements in the Final Plan of Subdivision must be presented in metric units.

Note re Registration

The Final Plan of Subdivision approved by the Township must be registered within (30) thirty days or the Township may withdraw his approval under Section 51(59) of the Planning Act.

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
APRIL 12, 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 April 12, 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 12th DAY OF APRIL 2023

BY-LAW READ A THIRD TIME AND PASSED THIS 12th DAY OF APRIL 2023

Clerk

Head of Council