

Wednesday, October 4, 2023

9:30 a.m.

Municipal Council Chambers
Pages

1. CALL TO ORDER
2. OPENING CEREMONIES – O CANADA AND MOMENT OF REFLECTION
3. OPEN FORUM (MAXIMUM FIFTEEN MINUTES)

Interested persons are invited to speak to Council about any matter that appears on this Agenda. Please sign the registration form available from the Deputy Clerk or Clerk. Individuals may only speak for a total of three (3) minutes.

4. APPROVE OR AMEND AGENDA

Resolution

THAT Township of Chatsworth Council adopt the Agenda as circulated.

5. DECLARATION OF PECUNIARY INTEREST

6. CONFIRMATION OF MINUTES

5

Resolution

THAT the minutes of the Council Meeting held on September 20, 2023 be confirmed as recorded.

7. MATTERS ARISING FROM MINUTES

8. PUBLIC MEETINGS (Statutory and Non-Statutory)

8.1 B08/2023 - Part Lot 30, Concession 5, Geographic Township of Holland, Township of Chatsworth (Gerardo Martellacci)

15

- a) Submitted application B08/2023 – redacted
- b) Planning Justification Brief B08 - COBIDE Engineering Inc.
- c) Notice of Public Meeting B08/2023
- d) Aerial GIS Photograph of Property
- e) Comments from others (including agencies) received by September 27, 2023
- f) Draft Decision Sheet B08/2023

- 8.2 Z08/2023 - Part Lot 22, Concession 4 EGR, Geographic Township of Holland, Township of Chatsworth (Edward Beirnes) 57
- a) Submitted application Z08/2023 – redacted
 - b) Notice of Public Meeting Z08/2023
 - c) Aerial GIS Photo of Subject Property
 - d) Comments from others (including agencies) received by September 27, 2023
 - e) Draft Zoning by-law Amendment
- 8.3 Z10/2023 - Part Lot 55, Concession 1 SWTSR, Geographic Township of Holland, Township of Chatsworth (William and Una Johnstone) 83
- a) Submitted application Z10/2023 – redacted
 - b) Notice of Public Meeting Z10/2023
 - c) Aerial GIS Photo of Subject Property
 - d) Comments from others (including agencies) received by September 27, 2023
 - e) Draft Zoning by-law Amendment

9. MATTERS ARISING FROM PUBLIC MEETINGS

- 9.1 B08/2023 - Part Lot 30, Concession 5, Geographic Township of Holland, Township of Chatsworth (Gerardo Martellacci)

Resolution

THAT Public Meeting B08/2023 - Part Lot 30, Concession 5, Geographic Township of Holland, Township of Chatsworth (Gerardo Martellacci) be referred to Committee of the Whole for consideration.

- 9.2 Z08/2023 - Part Lot 22, Concession 4 EGR, Geographic Township of Holland, Township of Chatsworth (Edward Beirnes)

Resolution

THAT Public Meeting Z08/2023 - Part Lot 22, Concession 4 EGR, Geographic Township of Holland, Township of Chatsworth (Edward Beirnes) be referred to Committee of the Whole for consideration.

- 9.3 Z10/2023 - Part Lot 55, Concession 1 SWTSR, Geographic Township of Holland, Township of Chatsworth (William and Una Johnstone)

Resolution

THAT Public Meeting Z10/2023 - Part Lot 55, Concession 1 SWTSR, Geographic Township of Holland, Township of Chatsworth (William and Una Johnstone) be referred to Committee of the Whole for consideration.

Resolution

THAT the following by-laws be introduced and taken as read a first and second time, and that they be given consideration in Committee of the Whole:

- By-law 2023-53 Being a By-law to authorize the Mayor and CAO Clerk to sign an agreement to acquire an easement over a portion of the lands described as Lot 10, Plan 1030 in the Township of Chatsworth, County of Grey; and known as 822808 Sideroad 1 between Adam Justin Bell and Charlene Lorraine Bell and the Corporation of the Township of Chatsworth
- By-law 2023-54 Being a By-law to authorize the Mayor and CAO Clerk to sign an agreement to acquire an easement over a portion of the lands described as Part Lots 8 and 9, Plan 1030 in the Township of Chatsworth, County of Grey; and known as 822794 Sideroad 1 between Donna Louise Van Eck and the Corporation of the Township of Chatsworth

11. COMMITTEE OF THE WHOLE

Resolution

THAT Council now go into Committee of the Whole.

11.1 Consent Agenda and Determination of Items to be Separated

Resolution

THAT the Consent Agenda items be hereby received for information.

11.1.a Accounts Payable Listing

11.1.a.a	Cheque Register Redacted (September 1 - September 28, 2023)	109
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11.1.a.b	EFT Register Redacted (September 1 - September 28, 2023)	112
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11.1.b Reports for Information

11.1.c Committee Minutes

11.1.c.a	Community Safety & Well-Being Planning Advisory Committee Minutes - September 15, 2023	117
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11.1.c.b	Saugeen Valley Conservation Authority Board of Directors Minutes - July 20, 2023	122
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11.1.c.c	Multi Municipal Wind Turbine Working Group Minutes - May 11, 2023	129
11.1.c.d	Saugeen Mobility and Regional Transit General Board Meeting Minutes - May 26, 2023 and June 23, 2023	140
11.1.d	Correspondence for Council information	
11.1.d.a	AMO Watchfiles (September 21, 2023, September 28, 2023) <u>September 21, 2023; September 28, 2023</u>	
11.1.d.b	Ministry of the Solicitor General Correspondence August 21, 2023 Re: Grey Bruce OPP Detachment Board Proposal	150
11.1.d.c	OPP Municipal Policing September 26, 2023 Re: 2024 Township of Chatsworth Annual Billing Statement Package	152
11.1.e	Motions from Other Municipalities	
11.2	Presentations/Delegations (Pre-Registered)	
11.3	Matters Arising from Presentations/Delegation	
11.4	Staff Reports and Verbal Updates from Staff	
11.4.a	Planning Report 2023-12 - Zoning By-law Amendment Application Z08/2023 (Edward Beirnes) Resolution THAT Planners Report 2023-12 be hereby received; and FURTHER THAT Committee of the Whole recommends to Council the approval of the Zoning Bylaw Amendment Application for Part Lot 22, Concession 4 EGR, Geographic Township of Holland, Township of Chatsworth, Owner: Edward Beirnes; and FURTHER THAT staff be directed to prepare the necessary by-law to give effect to the application.	167

11.4.b	Planning Report 2023-14 - Zoning By-law Amendment Application Z10/2023 (William and Una Johnstone)	170
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Resolution

THAT Planners Report 2023-14 be hereby received; and
 FURTHER THAT Committee of the Whole recommends to Council the approval of the Zoning Bylaw Amendment Application for Part Lot 55, Concession 1 SWTSR, Geographic Township of Holland, Township of Chatsworth, Owner: William and Una Johnstone; and
 FURTHER THAT staff be directed to prepare the necessary by-law to give effect to the application.

11.4.c	Planning Report 2023-15 - Application for Consent B08 2023 (Gerardo Martellacci)	173
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Resolution

THAT Planning Report 2023-15 regarding Consent Application B08/2023 be hereby received; and
 FURTHER THAT Committee of the Whole recommend that Council approve the Consent Application B08/2023 with the conditions noted on the Decision Sheet as follows:

1. THAT a Zoning By-law Amendment, intended to reduce the minimum lot area and frontage requirements applicable to the severed and retained parcel, is in force and effect;
2. THAT entrance permits have been granted to the severed and retained parcels by the Township of Chatsworth; and further provide the CAO/Clerk of the Township of Chatsworth with a copy of the entrance permits;
3. THAT the Owner, as provided for under Section 60 of the Planning Act, R.S.O. 1990, shall pay to the Township of Chatsworth the administrative fee of \$850.00 or whatever fee is applicable at the time of review and issuance of the Certificate of Consent for the severed parcel;
4. THAT any outstanding taxes to the Township be paid;
5. THAT the parkland dedication fee be paid to the Township of Chatsworth as required by the Parkland Dedication By-law 2017-58;

6. THAT the transfer for registration with respect to description complies with the Ontario Regulation 43-96; and if that description contains a reference to a Reference Plan(s), the Owner's solicitor shall provide a full print of that deposited reference plan(s) as well as a digital PDF copy to the CAO/Clerk of the Township of Chatsworth.

7. THAT the Owner's solicitor, in preparation for the issuance of the Certificate of Consent, provide to the CAO/Clerk of the Township of Chatsworth a printed copy of the "completed electronic transfer document in preparation, along with the Certificate of Official for stamping";

8. THAT the Owner's solicitor give an undertaking in writing to provide to the CAO/Clerk of the Township of Chatsworth within 30 days of the date of registration in the applicable Land Registry/Land Titles Office, a copy of the receipted and registered electronic transfer document including the Certificate of Official for Consent B08/2023;

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| 11.4.d | Public Works Report 2023-37 - 4 Way Stop Request at Sideroad 8 and Concession 12 | 177 |
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Resolution

THAT Public Works Report 2023-37 be hereby received; and FURTHER THAT Committee of the Whole recommend to Council to accept Staff's recommendation to not install the requested 2 additional Stop Signs to make a 4-Way Stop at the intersection of Sideroad 8 and Concession 12.

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| 11.4.e | Public Works Report 2023-42 - Wheildon Lane Streetlight Request | 178 |
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Resolution

THAT Public Works Report 2023-42 be hereby received: and FURTHER THAT Committee of the Whole recommend to Council to accept Staffs recommendation to add a Streetlight at the intersection of Wheildon Lane and Massie Road at a cost of \$1905.00 excluding HST; and FURTHER THAT THE cost be allocated to the Streetlight Reserve.

11.4.f	CAO Clerk's Report 2023-49 - Capital Expenditure Request – Chatsworth and Walters Falls Drinking Water Systems	180
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Resolution

THAT CAO Clerk's Report 2023 -49 regarding a capital expenditure request for Chatsworth and Walters Falls Drinking Water Systems be hereby received; and
 FURTHER THAT Committee of the Whole recommends to Council that the quote submitted by Aardvark Drilling Inc. in the amount of \$262,727.26 exclusive of HST be accepted; and
 FURTHER THAT the replacement of Equipment at Well No. 1 in Chatsworth and Walters Falls be replaced in 2023 and that the replacement of equipment at Well No. 2 in Chatsworth and Walters Falls be replaced in 2024; and
 FURTHER THAT THE CAO Clerk be authorized to execute the expenditure request submitted by Ontario Clean Water Agency; and
 FURTHER THAT the capital expense be allocated to each of Chatsworth and Walters Falls Reserve Funds.

11.4.g	Verbal Updates from Staff	
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11.5	Consideration of By-laws	184
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Resolution

THAT the following by-law(s) be referred to Council for consideration:

- By-law 2023-53 Being a By-law to authorize the Mayor and CAO Clerk to sign an agreement to acquire an easement over a portion of the lands described as Lot 10, Plan 1030 in the Township of Chatsworth, County of Grey; and known as 822808 Sideroad 1 between Adam Justin Bell and Charlene Lorraine Bell and the Corporation of the Township of Chatsworth
- By-law 2023-54 Being a By-law to authorize the Mayor and CAO Clerk to sign an agreement to acquire an easement over a portion of the lands described as Part Lots 8 and 9, Plan 1030 in the Township of Chatsworth, County of Grey; and known as 822794 Sideroad 1 between Donna Louise Van Eck and the Corporation of the Township of Chatsworth

11.6	Items Requiring Direction	
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11.7	Items Requiring Discussion including Items Removed from Consent Agenda	
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11.8 Rise and Report from Committee of the Whole

Resolution

THAT Committee of the Whole rise as Council to report and confirm the actions taken in Committee of the Whole.

12. ADOPT ACTION OF COUNCIL IN COMMITTEE OF THE WHOLE

(Items requiring discussion and direction will require a separate motion)

Resolution

THAT the actions taken in Committee of the Whole today be confirmed by this Council; and
FURTHER THAT staff be authorized to take the actions necessary to give effect to the approved recommendations contained within the staff reports; and
FURTHER THAT by-laws under consideration be presented to Council for third reading.

13. THIRD READING OF BY-LAWS

194

Resolution

THAT the following by-laws be taken as read a third time, signed by the Mayor and Clerk and sealed with the Corporate Seal:

- By-law 2023-53 Being a By-law to authorize the Mayor and CAO Clerk to sign an agreement to acquire an easement over a portion of the lands described as Lot 10, Plan 1030 in the Township of Chatsworth, County of Grey; and known as 822808 Sideroad 1 between Adam Justin Bell and Charlene Lorraine Bell and the Corporation of the Township of Chatsworth
- By-law 2023-54 Being a By-law to authorize the Mayor and CAO Clerk to sign an agreement to acquire an easement over a portion of the lands described as Part Lots 8 and 9, Plan 1030 in the Township of Chatsworth, County of Grey; and known as 822794 Sideroad 1 between Donna Louise Van Eck and the Corporation of the Township of Chatsworth

14. NOTICES OF MOTION

15. NOTICE PROVISION

15.1	2024 Municipal Budget Meeting Schedule (Revised - September 27, 2023)	204
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16.	TRACKING SHEET	205
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17. OTHER BUSINESS

18. CLOSED MEETING

Resolution

THAT Council go into Closed Session for the following reason:

- Educational or training session as per section 239 (3.1) of the Municipal Act, 2001, S.O. 2001, c. 25 (James Special Services - By-law Enforcement session)

19. CONFIRMATORY BY-LAW

206

Resolution

THAT By-law 2023-55 being a by-law to confirm all actions and proceedings of the October 4, 2023 Council meeting be hereby read a first, second, and third time, signed by the Mayor and Clerk and sealed with the Corporate Seal.

20. ADJOURNMENT



Township of Chatsworth

Council Minutes

Wednesday, September 20, 2023, 6:30 p.m.

Members Present: Mayor Scott Mackey
Deputy Mayor Terry McKay
Councillor Shawn Greig
Councillor Elizabeth Thompson
Councillor Peter Whitten

Staff Present: CAO Clerk, Patty Sinnamon
Fire Chief, Mike Givens
Operations Manager, Jamie Edwards
Parks and Recreation Lead Hand, Matt Tanner
Admin. Assistant Clerks/Planning, Tyler Zamostny

1. CALL TO ORDER

Mayor Mackey called the meeting to order at 6:30 p.m.

2. OPENING CEREMONIES – O CANADA AND MOMENT OF REFLECTION

Mayor Mackey invited members of Council to join him in O Canada followed by a moment of reflection before proceeding with the Council Meeting.

3. OPEN FORUM (MAXIMUM FIFTEEN MINUTES)

The following individual addressed Council:

a. Brad Torrie regarding item 11.4.h. CAO Clerk's Report 2023-47 - Structures 021 and 022 – Joint Holland Sydenham Townline Bridges

4. APPROVE OR AMEND AGENDA

Resolution 2023-26-01

Moved by: Terry McKay

Seconded by: Elizabeth Thompson

THAT Township of Chatsworth Council adopt the Agenda as amended by adding South Grey Chamber of Commerce nomination information.

Carried

5. DECLARATION OF PECUNIARY INTEREST - None

6. CONFIRMATION OF MINUTES

Resolution 2023-26-02

Moved by: Shawn Greig

Seconded by: Peter Whitten

THAT the minutes of the Council Meeting held on September 6, 2023 and the Planning Minutes dated September 6, 2023 be confirmed as recorded.

Carried

7. MATTERS ARISING FROM MINUTES - None

8. PUBLIC MEETINGS (Statutory and Non-Statutory) - None

9. MATTERS ARISING FROM PUBLIC MEETINGS - None

10. INTRODUCTION OF BY-LAWS – FIRST AND SECOND READING

Resolution 2023-26-03

Moved by: Terry McKay

Seconded by: Peter Whitten

THAT the following by-laws be introduced and taken as read a first and second time, and that they be given consideration in Committee of the Whole:

- By-law 2023-49 Being a By-law to amend Zoning By-law No. 2015-61, being entitled the Township of Chatsworth Comprehensive Zoning By-law, (Lot 16, Reg. Comp Plan 1039, Geographic Village of Chatsworth, Township of Chatsworth, 9 Toronto Sydenham Street, File #Z09/2023)
- By-law 2023-50 Being a By-law to authorize the Mayor and CAO Clerk to sign an amendment to collection agreement between the Corporation of the Township of Chatsworth and Waste Management of Canada Corporation
- By-law 2023-51 Being a By-law to lift the one-foot reserve and to authorize the establishment and laying out of public highways

Carried

11. COMMITTEE OF THE WHOLE

Resolution 2023-26-04

Moved by: Peter Whitten

Seconded by: Shawn Greig

THAT Council now go into Committee of the Whole.

Carried

11.1 Consent Agenda and Determination of Items to be Separated

Resolution 2023-26-05

Moved by: Elizabeth Thompson

Seconded by: Shawn Greig

THAT the Consent Agenda items be hereby received for information except for the following:

- Item 11.1.d.a. - Municipality of Arran-Elderslie Resolution February 13, 2023 Re: Tile Drainage Loan Program Review
- Item 11.1.d.b. - The Corporation of the Town of Bracebridge Resolution September 13, 2023 Re: Item for Discussion – Time for Change - Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)

Carried

11.1.a Reports for Information - None

11.1.b Committee Minutes

11.1.b.a Chatsworth Police Services Board Minutes - April 21, 2023

11.1.c Correspondence for Council information

11.1.c.a AMO Watchfiles (September 7, 2023, September 14, 2023)

11.1.c.b Municipality of Grey Highlands - Notice of Virtual Public Open House regarding First Draft of New Zoning By-Law

11.1.d Motions from Other Municipalities

11.1.d.a Municipality of Arran-Elderslie Resolution February 13, 2023 Re: Tile Drainage Loan Program Review

11.1.d.b The Corporation of the Town of Bracebridge Resolution September 13, 2023 Re: Item for Discussion – Time for Change - Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)

11.2 Presentations/Delegations (Pre-Registered)

11.2.a Jeff & Val Slomke Re: Discussion on Licensing and Taxing Short Term Accommodation units

Jeff & Val Slomke provided a presentation to Council to initiate conversation on the potential of licensing and taxing Short Term Accommodation (STA) units. Throughout the presentation, Mr. and Mrs. Slomke discussed the benefits of licensing these units as it allows for the Municipality to set and enforce rules and regulations to ensure safety. Also included was discussion around the concern of septic system usage, and treating these types of properties as commercial units. Once the presentation was complete, Council was able to ask questions and thanked Mr. and Mrs. Slomke for their presentation.

11.3 Matters Arising from Presentations/Delegation

11.3.a Jeff & Val Slomke Re: Discussion on Licensing and Taxing Short Term Accommodation units

Resolution 2023-26-06
Moved by: Terry McKay
Seconded by: Shawn Greig

THAT Committee of the Whole receive information presented by Jeff and Val Slomke regarding discussion on licensing and taxing Short Term Accommodation units.

Carried

11.4 Staff Reports and Verbal Updates from Staff

11.4.a Fire Chief Report 2023-09 - August 2023 Fire Department Activity Report

Resolution 2023-26-07
Moved by: Peter Whitten
Seconded by: Elizabeth Thompson

THAT Fire Chief's Report 2023-09 dated September 20, 2023, regarding the August 2023 Fire Department Activity Report be hereby received for information.

Carried

11.4.b Clerk's and Planning Assistant Report 2023-09 - Lifting of Reserve and Establishing Public Highway (Block C, Plan 975) – Shelley Street, Former Township of Holland

Resolution 2023-26-08

Moved by: Peter Whitten

Seconded by: Shawn Greig

THAT Clerk's and Planning Assistant Report 2023-09 titled "Lifting of Reserve and Establishing Public Highway (Block C, Plan 975) – Shelley Street, Former Township of Holland" be hereby received; and

FURTHER THAT Committee of the Whole recommends to Council that By-law 2023-51 being a by-law to lift the one-foot reserve and to authorize the establishment and laying out of public highways be approved.

Carried

11.4.c Parks and Recreation Report 2023-16 - Parks and Recreation Surplus Equipment

Resolution 2023-26-09

Moved by: Elizabeth Thompson

Seconded by: Peter Whitten

THAT Parks and Recreation Report 2023-16 be hereby received for information; and

FURTHER THAT the Committee of Whole recommends to Council to approve the following asset be designated for surplus with the revenue generated be directed to Parks and Recreation reserves and that it be separated into two piles and placed on GovDeals.

Carried

11.4.d Parks and Recreation Report 2023-17 - Outdoor Natural Ice 2023/2024

Resolution 2023-26-10

Moved by: Terry McKay

Seconded by: Elizabeth Thompson

THAT Parks and Recreation Report 2023-17 be hereby received for information; and

FURTHER THAT Committee of the Whole recommend to Council to support in principal that volunteers in our communities come forward to assist in maintaining the outdoor ice rinks in our various communities this season; and

FURTHER THAT individuals interested shall come forward no later than the end of October.

Carried

**11.4.e Public Works Report 2023-39 - Sideroad 9A Surface Treat
Condition**

Resolution 2023-26-11

Moved by: Terry McKay

Seconded by: Shawn Greig

THAT Public Works Report 2023-39 be hereby received for information; and

FURTHER THAT Committee of the Whole recommends to Council to accept staff's recommendation to Pulverize a Section of Sideroad 9A from Concession 8 East to Concession 6 (6309A-02) which is in very poor condition and add the required gravel to make this road section gravel at a cost of approximately \$10,000.00.

Carried

**11.4.f Public Works Report 2023-41 - Sideroad 1 Drainage Tender
Award**

Resolution 2023-26-12

Moved by: Elizabeth Thompson

Seconded by: Peter Whitten

THAT Public Works Report 2023-41 be hereby received for information; and

FURTHER THAT Committee of the Whole recommends to Council to award the tender PW2023-222210 for Sideroad 1 Drainage improvement to Kurtis Smith Excavating in the amount of \$122040 inclusive of HST.

Carried

**11.4.g CAO Clerk's Report 2023-46 - Sideroad 1 Drainage Easement
Agreements**

Resolution 2023-26-13

Moved by: Peter Whitten

Seconded by: Shawn Greig

THAT CAO Clerk's Report 2023-46 regarding Sideroad 1 Drainage Agreements be hereby received; and

FURTHER THAT Committee of the Whole recommends that Council approve the agreements and directs staff to prepare the necessary By-law to give effect to same.

Carried

**11.4.h CAO Clerk's Report 2023-47 - Structures 021 and 022 – Joint
Holland Sydenham Townline Bridges**

Resolution 2023-26-14

Moved by: Elizabeth Thompson

Seconded by: Peter Whitten

THAT CAO Clerk's Report 2023-37 – Joint Holland Sydenham Townline Bridges be received for information.

Carried

Resolution 2023-26-15
Moved by: Shawn Greig

THAT Committee of the Whole recommend to Council to accept the recommendation of the Environmental Assessment Report to keep the bridges closed.

Due to not receiving a Secunder, this motion was lost.

Resolution 2023-26-16
Moved by: Peter Whitten
Seconded by: Terry McKay

THAT Committee of the Whole recommend to Council to direct staff to explore with both the Township bridge engineer and legal council to understand the requirements and obligations for the Township regarding the twin bridges.

Councillor Greig requested a recorded vote on the resolution.

CAO Clerk called the question.

Councillor Greig - No
Mayor Mackey - Yes
Deputy Mayor McKay - Yes
Councillor Thompson - Yes
Councillor Whitten - Yes

Carried

Council paused for a break at 8:15 p.m. and returned at 8:20 p.m.

**11.4.i CAO Clerk's Report 2023-48 - Terms of Reference -
Williamsford Community Centre Board**

Resolution 2023-26-17
Moved by: Terry McKay
Seconded by: Peter Whitten

THAT CAO Clerk's Report 2023-48 – Terms of Reference for Williamsford Community Centre Board be hereby received; and FURTHER THAT Committee for the Whole recommends that Council approve the Terms of Reference for the Williamsford Community Centre Board.

Carried

11.4.j Verbal Updates from Staff

CAO Clerk Patty Sinnamon provided updates:

- A new service will be offered at the Township Administrative Office. Residents are now able to drop off water sampling bottles to the office to be delivered for testing
- Discussion has occurred with the Arran-Elderslie/Chatsworth Joint Fire Board. Copies of both by-laws and resolutions have been sent to Arran-Elderslie showing that the Township of Chatsworth does have part ownership of the Fire Department in Chesley
- Two new Public Works employees have been hired

- The Township will be posting a position for Deputy Clerk as well as a Seasonal Patroller and Seasonal Operator in the coming days
- Staff attended an Emergency Management session last week and will be participating in another session in the coming weeks

Operations Manager Jamie Edwards provided the following updates:

- Spoke with Northern Mat and Bridge. The Townships bridge fabrication should be done by the end of September and installed in October
- Winter sand is mixed and put up in the two domes
- Taylor Heights Capital project is no longer needed as the culvert blockages have been fixed operationally and has fixed the drainage issue
- Site work at the Hub site is going to take longer than originally expected and the planting of seed will not be this year. Levelling is still going to happen this season

Recreation Lead Hand Matt Tanner provided the following updates:

- The roof at the Keady arena is well under way. The main section is now three quarters complete, and next week the company will begin work over the dressing room portion
- Brine pump has been installed at the Keady Arena
- Brine and Ammonia has been removed from the Desboro Arena

Fire Chief Mike Givens provided the following updates:

- Currently waiting on the delivery of the new rescue vehicle for the Fire Department. Delays in the cab and chassis has now put the arrival date to January 2024

11.5 Consideration of By-laws

Resolution 2023-26-18

Moved by: Peter Whitten

Seconded by: Elizabeth Thompson

THAT the following by-law(s) be referred to Council for consideration:

- By-law 2023-49 Being a By-law to amend Zoning By-law No. 2015-61, being entitled the Township of Chatsworth Comprehensive Zoning By-law, (Lot 16, Reg. Comp Plan 1039, Geographic Village of Chatsworth, Township of Chatsworth, 9 Toronto Sydenham Street, File #Z09/2023)
- By-law 2023-50 Being a By-law to authorize the Mayor and CAO Clerk to sign an amendment to collection agreement between the Corporation of the Township of Chatsworth and Waste Management of Canada Corporation
- By-law 2023-51 Being a By-law to lift the one-foot reserve and to authorize the establishment and laying out of public highways

Carried

11.6 Items Requiring Direction - None

11.7 Items Requiring Discussion including Items Removed from Consent Agenda

The following were discussed:

- 11.1.d.a. Municipality of Arran-Elderslie Resolution February 13, 2023 Re: Tile Drainage Loan Program Review
- 11.1.d.b. The Corporation of the Town of Bracebridge Resolution September 13, 2023 Re: Item for Discussion – Time for Change - Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)

After discussion, the following resolutions were introduced.

Resolution 2023-26-19

Moved by: Shawn Greig

Seconded by: Terry McKay

THAT Township of Chatsworth Council hereby support the resolution from the Municipality of Arran-Elderslie regarding the Tile Drainage Loan Program Review; and

FURTHER THAT the Municipality of Arran-Elderslie be notified of our support.

Carried

Resolution 2023-26-20

Moved by: Shawn Greig

Seconded by: Terry McKay

THAT Township of Chatsworth Council hereby support the resolution from the Corporation of the Town of Bracebridge regarding the Item for Discussion – Time for Change - Municipal Freedom of Information and Protection of Privacy Act (MFIPPA); and

FURTHER THAT the Corporation of the Town of Bracebridge be notified of our support.

Carried

11.8 Rise and Report from Committee of the Whole

Resolution 2023-26-21

Moved by: Elizabeth Thompson

Seconded by: Peter Whitten

THAT Committee of the Whole rise as Council to report and confirm the actions taken in Committee of the Whole.

Carried

12. ADOPT ACTION OF COUNCIL IN COMMITTEE OF THE WHOLE

Resolution 2023-26-22

Moved by: Terry McKay

Seconded by: Elizabeth Thompson

THAT the actions taken in Committee of the Whole today be confirmed by this Council; and

FURTHER THAT staff be authorized to take the actions necessary to give effect to the approved recommendations contained within the staff reports; and

FURTHER THAT by-laws under consideration be presented to Council for third reading.

Carried

13. THIRD READING OF BY-LAWS

Resolution 2023-26-23

Moved by: Elizabeth Thompson

Seconded by: Shawn Greig

THAT the following by-laws be taken as read a third time, signed by the Mayor and Clerk and sealed with the Corporate Seal:

- By-law 2023-49 Being a By-law to amend Zoning By-law No. 2015-61, being entitled the Township of Chatsworth Comprehensive Zoning By-law, (Lot 16, Reg. Comp Plan 1039, Geographic Village of Chatsworth, Township of Chatsworth, 9 Toronto Sydenham Street, File #Z09/2023)
- By-law 2023-50 Being a By-law to authorize the Mayor and CAO Clerk to sign an amendment to collection agreement between the Corporation of the Township of Chatsworth and Waste Management of Canada Corporation
- By-law 2023-51 Being a By-law to lift the one-foot reserve and to authorize the establishment and laying out of public highways

Carried

14. NOTICES OF MOTION

Councillor Whitten gave notice that he would be bringing forward a motion at the next Council meeting to direct staff to research how neighboring municipalities are handling Short Term Accommodation units.

15. NOTICE PROVISION - None

16. TRACKING SHEET - None

17. OTHER BUSINESS

The following was discussed:

- South Grey Chamber of Commerce - Excellence in Business Award Nominations
- Walter's Falls Harvest Dance - October 21, 2023

18. CLOSED MEETING - None

19. CONFIRMATORY BY-LAW

Resolution 2023-26-24

Moved by: Terry McKay

Seconded by: Elizabeth Thompson

THAT By-law 2023-52 being a by-law to confirm all actions and proceedings of the September 20, 2023 Council meeting be hereby read a first, second, and third time, signed by the Mayor and Clerk and sealed with the Corporate Seal.

Carried

20. ADJOURNMENT

The Mayor adjourned the meeting at 9:13 p.m.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

Township of Chatsworth
Consent Application

2. Subject Property

Municipal Address (if applicable) _____

Assessment Roll Number 420436000301730

Former Municipality: Village of Chatsworth ☐ Holland Township ☒ Sullivan Township ☐

Lot 30 Concession 5 Registered Plan No. _____

Lot _____ Reference Plan 16R8178

3. Dimensions of subject property (in metric)

Area: 2.3 hectares Frontage: 152.4 metres Depth: 152.4 metres

**4. Is there an easement(s) or restrictive covenant(s) that currently applies to the property?
If so, please explain and show on sketch.**

5. What is the existing use of the subject property? agriculture

6. What is the purpose of this Consent Application?

New lot	<input checked="" type="checkbox"/>	Lot addition	_____
Lease/charge	_____	Easement/Right of way	_____
Other, specify	_____		_____

7. Explain the Consent proposal and include the intended use of the subject lands (both parcels if applicable): agriculture and/or residential

Residential ☒

Non-residential ☐

9. Provide a description of the proposed lots (in metric units)

	Severed Parcel	Retained Parcel
Frontage (metres)	76.2 m	76.2 m
Depth (metres)	152.4 m	152.4 m
Area (square metres or hectares)	1.16 ha	1.16 ha
Current Use	agriculture	agriculture
Proposed Use	agriculture and/or residential	agriculture and/or residential

10. Indicate the type of road access:

Severed Parcel

Retained Parcel

☐
☐
☒
☐
☐

☐
☐
☒
☐
☐

Provincial Highway
County Road
Municipal Road, open year-round
Municipal Road, not maintained year-round
Private Right of Way

11. Indicate the type of servicing:

Type of Servicing	Severed Parcel		Retained Parcel	
	Existing	Proposed	Existing	Proposed
Water Servicing (Municipal, Communal, Private)		✓		✓
Sewer Servicing (Communal, Private Septic)		✓		✓
Storm Servicing (Storm Sewer, Ditches, Swales)				

12. Provide details for all buildings, existing and proposed: (Use a separate page if necessary)

Buildings	Use of Building	Ground Floor Area (m ²)	Total Floor Area (m ²)	No. of Stories	Height (m)
SEVERED PARCEL					
Existing Building No. 1					
Existing Building No. 2					
Existing Building No. 3					
Existing Building No. 4					
Existing Building No. 5					
Proposed Building No. 1					
Proposed Building No. 2					
Proposed Building No. 3					
Retained Parcel					
Existing Building No. 1					
Existing Building No. 2					
Existing Building No. 3					
Existing Building No. 4					
Proposed Building No. 1					
Proposed Building No. 2					
Proposed Building No. 3					

vacant land

13. What is the land use designation of the subject lands according to the County of Grey Official Plan? Rural

14. What is the zoning of the subject lands according to the Township of Chatsworth Comprehensive Zoning By-law? Rural (A1)

15. Is the Consent Application consistent with the Provincial Policy Statement?
Yes ☒ No ☐

16. Does the subject property fall within the jurisdiction of the Niagara Escarpment Plan?
Yes ☐ No ☒

If the answer is "yes", does the severance conform to the Niagara Escarpment Plan?
Yes ☐ No ☐

Township of Chatsworth
Consent Application

17. Has the subject lands ever been the subject of an Application for a previous plan of subdivision or severance? Yes ☒ No ☐

If the answer is "yes", please provide the file number and the status of the application:

18. Has the Applicant or Owner made Application for any of the following, either on or within 120 metres of the subject land?

Official Plan Amendment	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Zoning By-law Amendment	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Minor Variance	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Consent	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Plan of Subdivision	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Site Plan Control	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

*pending outcome
of consent.*

If your answer to any of the above is "yes", please provide the following information:

File No. of Application: _____
Approval Authority: _____
Purpose of Application: _____
Status of Application: _____
Effect on the Current Application for Consent: _____

19. List all public agencies to which you discussed this Consent Application with prior to submitting this Application:

Grey County Planning Dept (Becky Hillyer) and Township of Chatsworth (Ron Davidson)

20. List the titles of any supporting documents submitted with this Application:
(ie Planning Report, Environmental Impact Study, Storm Water Management Report, etc.)

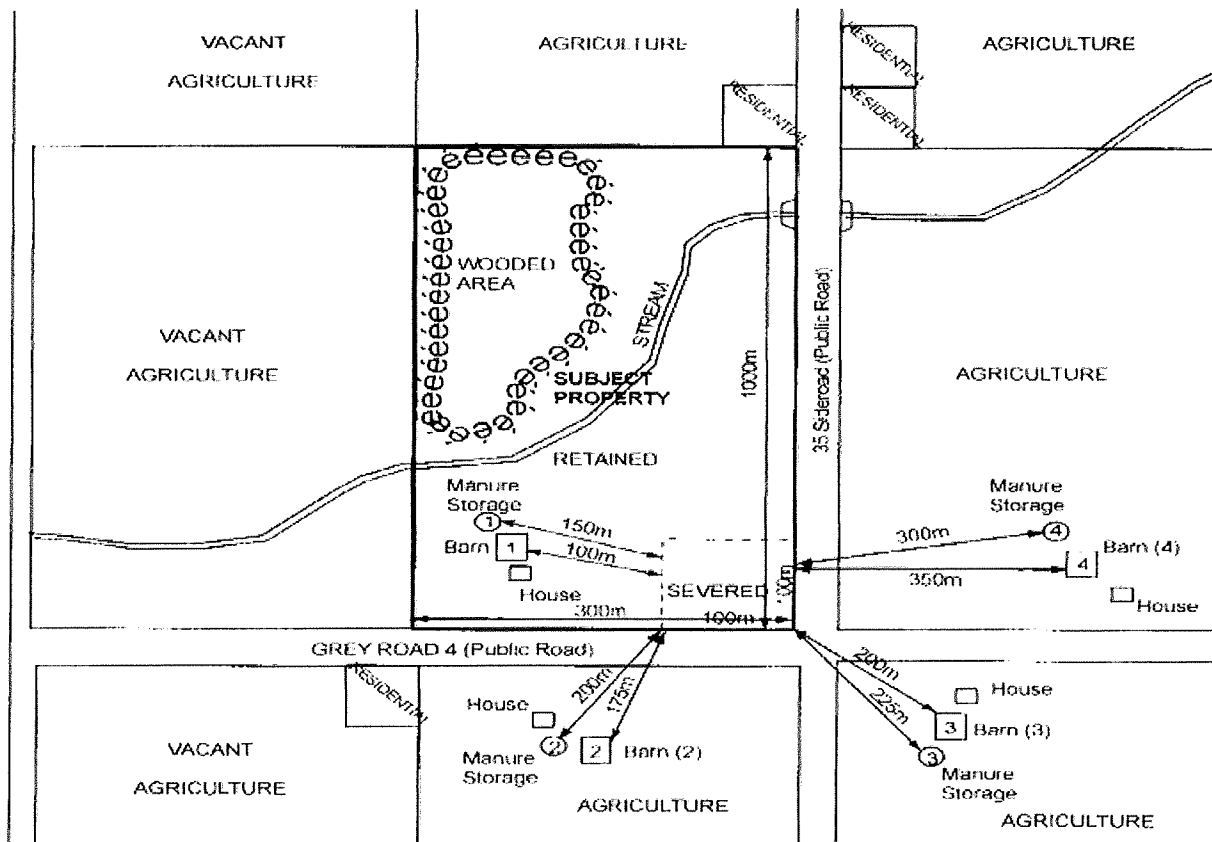
Planning Justification Brief

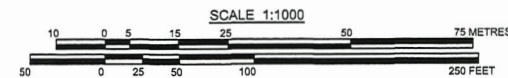
21. Required Drawing


A drawing prepared to scale on an 11" x 14" sheet of paper is required showing:

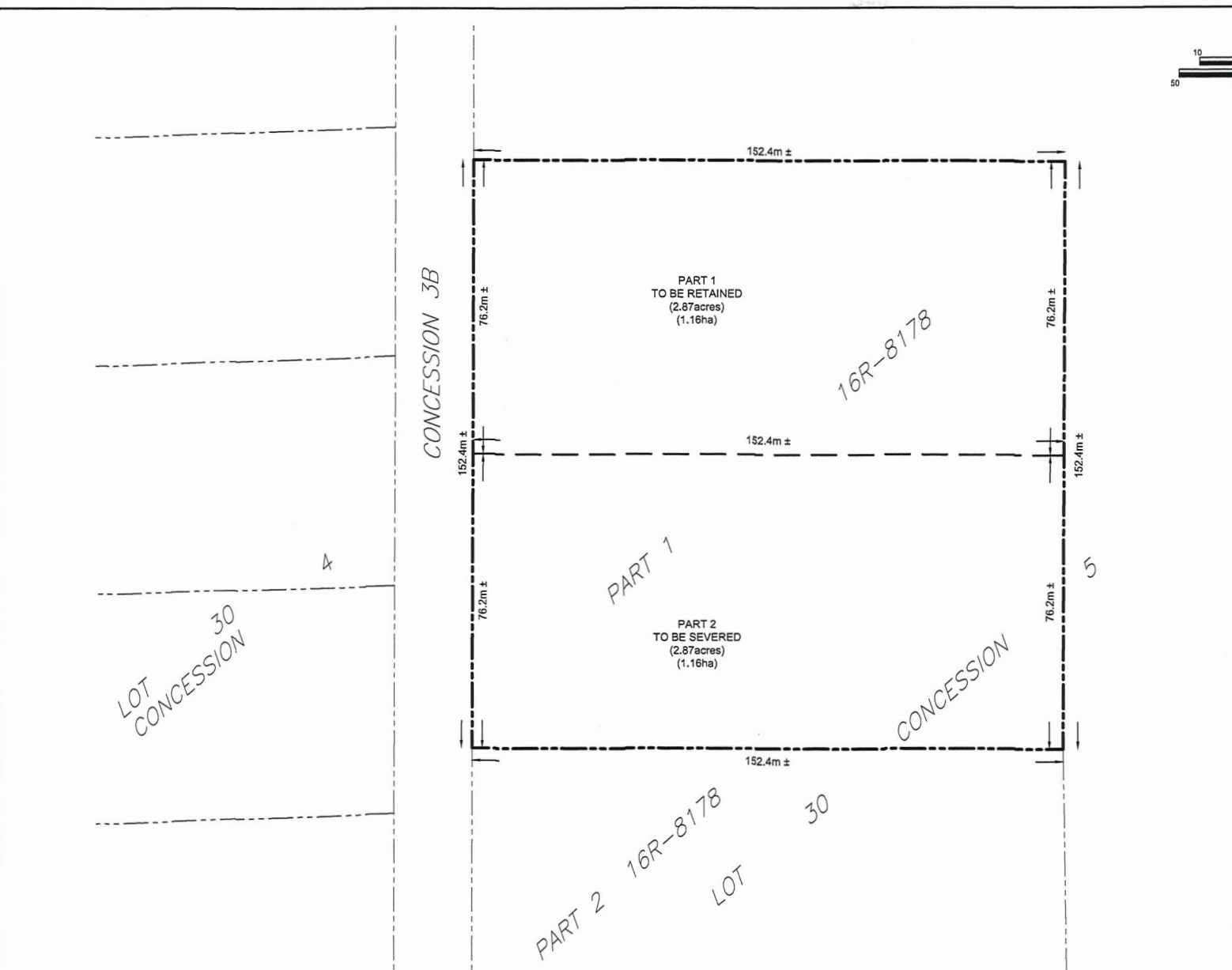
- the north arrow;
- the lands that are owned by the owner/applicant, including dimensions;
- the lands that only subject to the Application, if different from the above, including dimensions;
- the location of all open and unopen roads that abut the subject property;
- the location of all buildings or structures on the subject property, including setbacks from lot lines;
- the location of the septic system and well, if applicable;
- the location of driveways and parking areas on the subject property;
- the location of other features on the property including forested areas, watercourses;
- the location of easements on the subject property, if applicable;
- the uses of the adjacent lands;
- the location of all barns and manure storage facilities on the subject property and on lands within 500 metres of the subject property;

Sample Drawing





0	JUNE 21/23	PRELIMINARY SUBMISSION	JHL	DK
No.	DATE	DESCRIPTION	BY	APPD
REVISION / ISSUE				
<p>Title: SEVERANCE SKETCH PART OF LOT 30, CONCESSION 5 EGR REGISTERED PLAN 16R8178 PART 1 ROLL# 420436000301730 MUNICIPALITY OF CHATSWORTH</p>				
<p>Client: MERTELLACCI</p>				
<p> 517 10th St. Hanover, ON N4N 1R4 Telephone: (518) 508-5959 www.cobideeng.com</p>				
Design:	JHL	Scale:	1:1000	
Drawn:	JHL	Approved:		
Checked:	DK			
Date:	JUNE 2023		Design Engineer	
DRAWING No.		013002-SK1		



PLANNING JUSTIFICATION BRIEF

ROLL NUMBER 42043600030730

TOWNSHIP OF CHATSWORTH

COBIDE Engineering Inc
517 10th Street
Hanover, ON N4N 1R4
TEL: 519-506-5959
www.cobideeng.com

Planning Brief

To: R. Davidson, MCIP, RPP, Planner for the Township of Chatsworth

From: D. Kieffer, MCIP, RPP, Senior Development Planner

On behalf of our client, Cobide Engineering Inc. is pleased to submit this Planning Brief in support of the Zoning By-law Amendment and Consent applications for the property located at Roll Number 420436000301730 in the Township of Chatsworth.

This Planning Brief serves analyze the land use planning merits of the applications and determine the appropriateness of the proposed uses. The request will be analyzed within the context of the surrounding community and the relevant planning documents, including the Provincial Policy Statement, the Grey County Official Plan and the Township of Chatsworth's Comprehensive Zoning By-law.

This Brief has been organized in an issue-based format, speaking to the planning policies within the context of the relevant issues identified in pre-consultation rather than a document-based format where each individual policy is addressed in each planning document. Should the approval authority require more information, please contact the author below.

Site Context:

The subject lands are located in the Township of Chatsworth in the former Township of Holland and have no municipal address. The lands are known legally as Part Lot 30, Concession 5 EGR, RP;16R8178 Part 1. The subject lands are located East of the Village of Dornoch, are 2.3 hectares in size, are presently vacant and in agricultural production.

Planning Context:

The lands are designated Rural in the Grey County Official Plan and are zoned Rural (A1). The subject lands are located across the road from designated significant woodlands.

Development Concept:

The proponent is seeking a Consent to Sever the property in half, which will trigger a Zoning By-law Amendment to A1 Special. A Site Plan is attached in Appendix A to this report.

Rural Consent Policies:

The subject lands are designated Rural in the Grey County Official Plan.

The Provincial Policy Statement permits residential development, including lot creation, that is locally appropriate in Rural lands.

Section 5.4.2.2 of the Grey County Official Plan states that minimum lot sizes in the *Rural Land Use* shall be determined by the zoning by-law and must be a minimum of 0.8 ha in size.

In Section 5.4.3.1 of the Grey County Official Plan, Table 9 outlines the permitted severances based on the Original Township Lot Size. The subject lands form part of Lot 30, Concession 5, geographic Township of Holland, which are an original 80 ha Crown Lot. As such, the 80 hectare provisions apply and a total of 5 severance are permitted for a total of 6 lots. This section further requires a frontage-to-depth ratio of 1:3 or less.

This original crown lot has been previously severed 4 times, with a total of 5 lots, and therefore the original crown lot is permitted one more severance for a total of 6 lots. The lots are proposed to be 1.16 ha each and have a proposed frontage-to-depth ratio of 1:2. The new lot is proposed to be clustered along Concession 3B with existing severed lots, meeting the size, dimension and location requirements of Section 5.4.3.1.

Therefore, the development concept can be considered to be consistent with Section 5.4.3 Consent Policies of the Grey County Official Plan.

Significant Woodlands

The Provincial Policy Statement (PPS) states in Section 2.1.1 that natural features and areas shall be protected for the long term. Section 2.1.8 requires that development and site alteration on adjacent lands to natural heritage features should not be permitted unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on these natural features or on their ecological functions.

The Grey County Official Plan in Section 7 lists Significant Woodlands as a constraint for development and defines the adjacent land width from Significant Woodlands as 120 m. Generally, it is required that an Environmental Impact Study be completed for lands considered adjacent lands to significant woodlands. The subject lands are directly across Concession 3B from Woodlands as shown below in bright green. Using the shortest measured distance, there is 20 m from the subject lands to the designated significant woodlands.

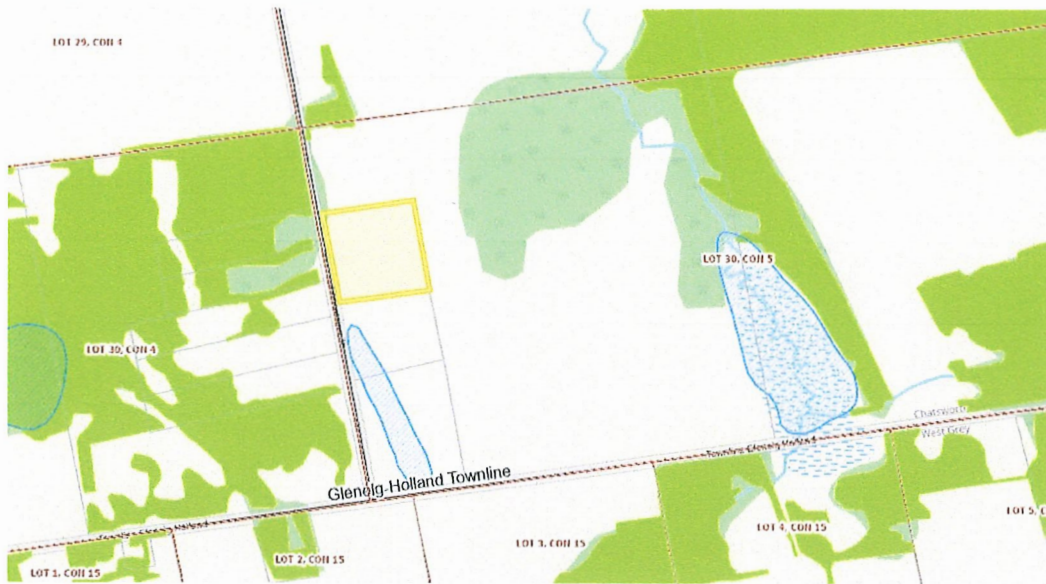


Figure 1: Appendix B Grey County Official Plan: Significant Woodlands

The Natural Heritage Reference Manual states that site-specific situations can warrant the scoping or waiving of the requirement for an Environmental Impact Study (EIS) on lands adjacent to the designated natural heritage feature. The site characteristics; the intensity of development or site alteration; the existing development; existing uses and land-use fabric can all be taken into consideration in the scoping or waiving of the requirement for an EIS (Section 4.2.2.1).

The subject lands, while within 120 m of significant woodlands, are separated from these woodlands by a road, and have no woodlands present on the site. At the time of application, the lands are vacant and are in agricultural production.

The development concept proposes one additional lot, and therefore the potential for subsequent development of the two lots for houses or other structures. To facilitate this potential development, no tree clearing would be required and nor would any linkages be impacted by the approval of the development concept since the subject lands are already mostly cleared of trees.

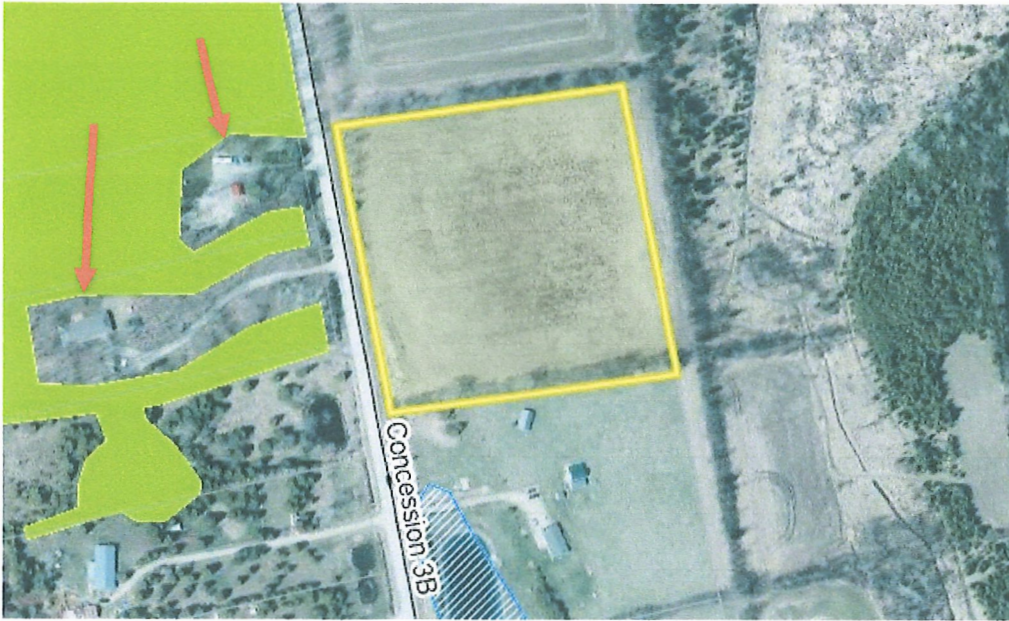


Figure 2: Aerial Photograph including Appendix B: Significant Woodlands

As shown in figure two, there are two residences between the majority of the significant woodlands and the subject lands. The intervening development between the subject lands and the woodlands, combined with the road and lack of natural features or linkages present on the subject lands, would conclude that negative impacts would not be anticipated to result from the development. As such, the waiving of an EIS can be considered warranted.

Minimum Distance Separation (MDS I)

The PPS requires that lot creation shall comply with the *minimum distance formulae* (policy 1.1.5.8).

The Grey County Official Plan requires that Provincial Minimum Distance Separation (MDS) formulae policies shall also apply to the Rural land use type (policy 5.4.2.5).

The Municipality of Chatsworth's Comprehensive Zoning By-law requires that no residential, institutional, commercial, industrial or recreational use, located on a separate lot and permitted within the current zoning of the property, shall be erected or altered unless it complies with the MDS I provisions contained in Appendix A to this By-law (section 5.13).

Three farms in the immediate vicinity appear to have livestock on the property being those properties with civic numbers 455277, 455280 and 455284. The MDS I calculations for each are attached to this report in Appendix B. The measurement from each of the livestock-occupied structures to closest proposed lot line is below.



Figure 3: Livestock Occupied Barns in the Area with Measurements

Address of Farm	Required MDS I Setback	Actual Setback to Closest Lot Line
445280 Concession 3B	83 m	157.5 m
445274 Concession 3B	139 m	175 m
445277 Concession 3B	81 m	41 m

Guideline 41 of the *Minimum Distance Separation (MDS) Document* reads that “For proposed lots without an existing dwelling that are >1 ha, MDS I setbacks are measured as the shortest distance between a 0.5 ha or larger building envelope (for a potential dwelling) and either the surrounding livestock occupied portions of the livestock barns, manure storages or anaerobic digesters.”

The proposed lot has 76m of frontage and is proposed to be 1.16 ha in size. The proposed lot is 40 m deficient to the closest lot line to meet the required MDS I setback.

$$\begin{array}{r}
 76.2 \\
 - 40 \\
 \hline
 36.2 \text{ m}
 \end{array}
 \qquad
 \begin{array}{r}
 36 \text{ m} \\
 \times 152.4 \text{ m} \\
 \hline
 5,472 \text{ (0.5472 ha)}
 \end{array}$$

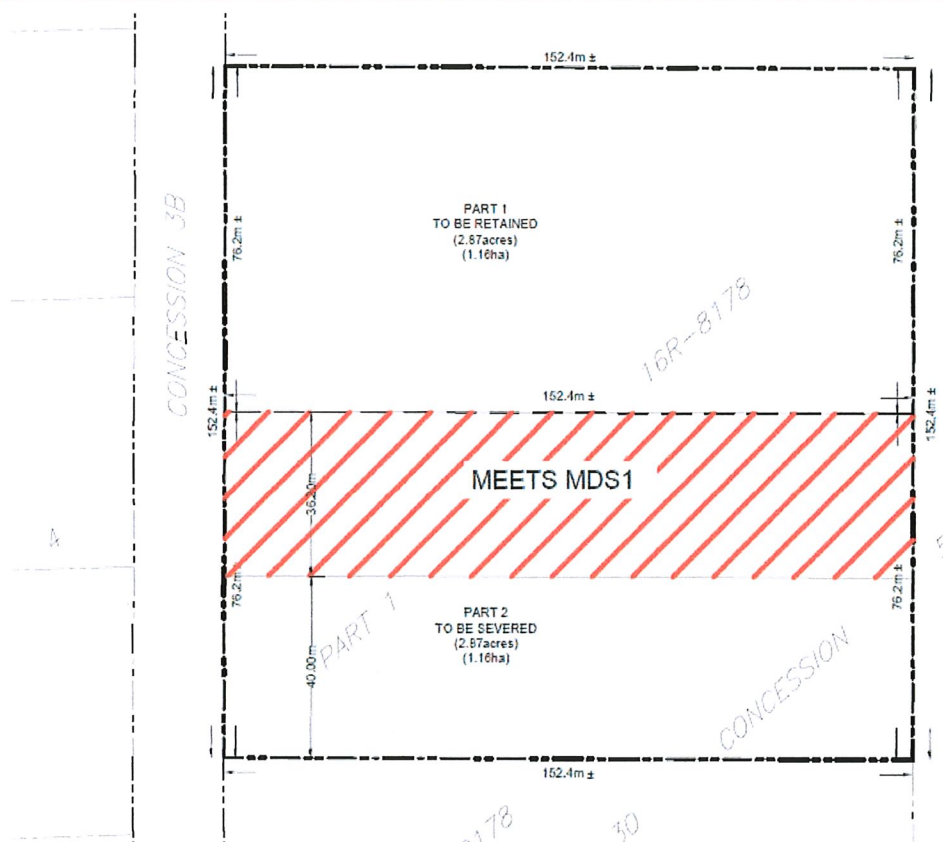


Figure 4: MDS I Compliance

The northern half, being approximately 0.5 ha, of the proposed new southern lot will meet the required MDS 1 setback to 455277 Concession 3B. This is consistent with the requirements in Guideline 41 in the *Minimum Distance Separation (MDS) Document* and is therefore consistent with both the Grey County Official Plan and the Township of Chatsworth Comprehensive Zoning By-law in regards to Minimum Distance Separation I.

Zoning By-law Amendment

A Zoning By-law Amendment requesting a zoning of Rural Zone Special (A1-x) is required. A special provision to permit a reduced lot area and frontage will be required.

Provision	Required	Provided
Minimum Lot Area	20 ha	1.1 ha
Minimum Lot Frontage	180 m	76.2 m
Maximum Lot Coverage	15 m	n/a
Minimum Front Yard	10 m	n/a
Minimum Side Yards	15%	n/a
Minimum Rear Yard	30 m	n/a
Maximum Height	2 ½ storeys	n/a
Maximum Floor Area	80 sq. m	n/a

Conclusions:

It is my professional opinion that this application represents good land use planning for the following reasons:

1. The subject lands are located in a highly fragmented section of the Rural Area with a number of residences in the immediate vicinity. Another lot is not expected to impact the viability of agriculture in the area;
2. The proposed Consent is consistent with the Grey County Official Plan and Minimum Distance Separation I;
3. The proposed new lot is not expected to impact natural features, including the adjacent significant woodlands;
4. The requested Zoning By-law Amendment will properly implement the development.

Thank you for the consideration of this application, please contact the undersigned with any questions.

Kind regards,

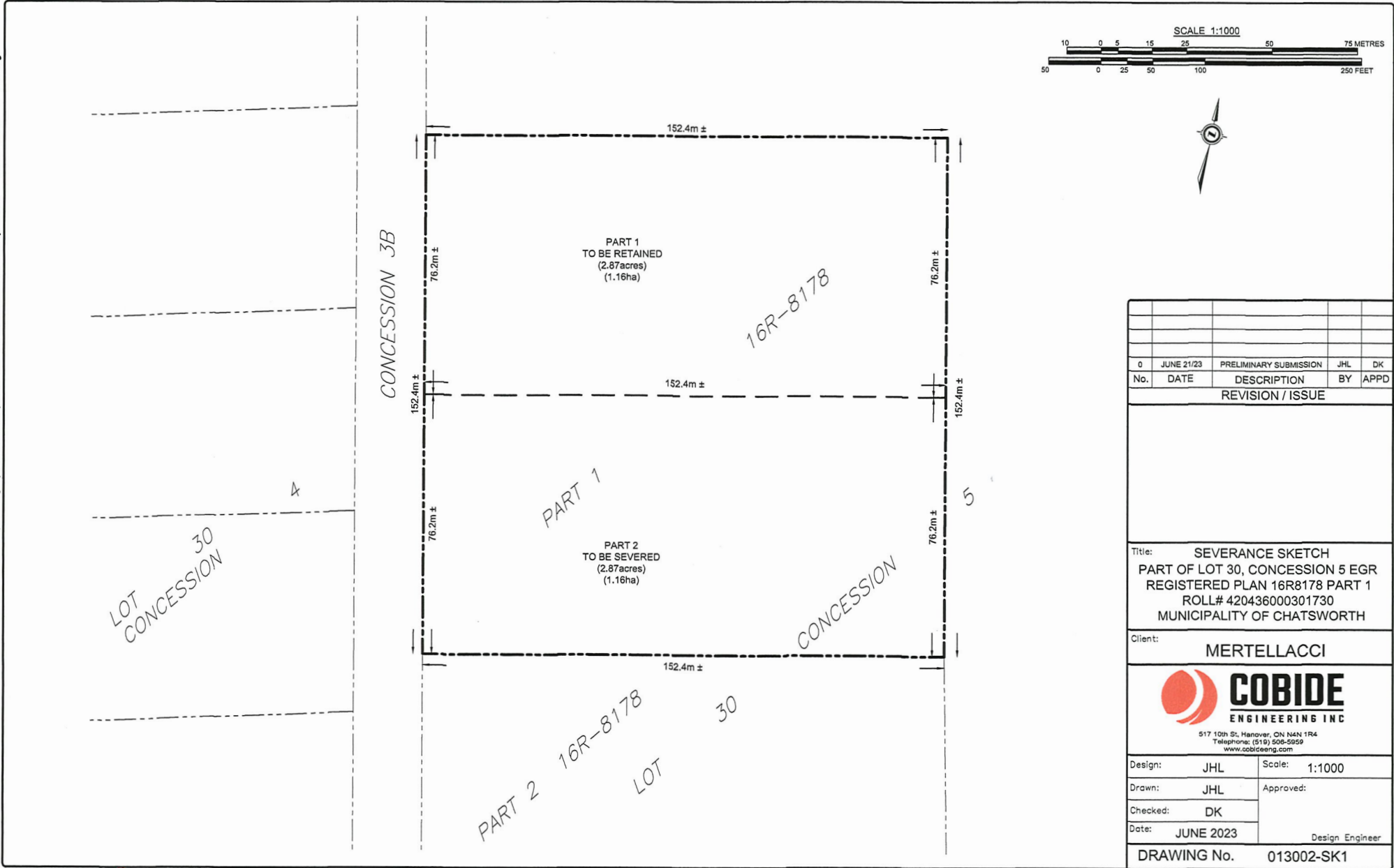
Cobide Engineering Inc.



Dana Kieffer, M.Sc. (Planning), MCIP, RPP
Senior Development Planner,
Cobide Engineering Inc.
519-506-5959 ext. 106
dkieffer@cobideeng.com

Appendix A

SITE SKETCH



Appendix B

MINIMUM DISTANCE SEPARATION I

CALCULATIONS

MDS I

General information

Application date
Jul 11, 2023

Municipal file number


Proposed application
Lot creation for a maximum of three non-agricultural use lots

Applicant contact information
Gerardo Mertellacci
ON

Location of subject lands
County of Grey
Township of Chatsworth
HOLLAND
Concession 5, Lot 30
Roll number: 420436000301730

Calculations

455280

Farm contact information 
ON

Location of existing livestock facility or
anaerobic digester 
Roll number: 420436000300503

Total lot size
5 ac

Livestock/manure summary

Manure Form	Type of livestock/manure	Existing maximum number	Existing maximum number (NU)	Estimated livestock barn area
Solid	Horses, Large-framed, mature; > 680 kg (including unweaned offspring)	2	2.9 NU	650 ft ²
Solid	Donkeys, Jacks, jennies, mules, hinnies (includes unweaned foals)	3	1.5 NU	NA
Solid	Horses, Small-framed, mature; < 227 kg (including unweaned offspring)	2	1 NU	350 ft ²
Solid	Goats, Does & bucks (for dairy; includes unweaned offspring)	2	0.3 NU	40 ft ²
Solid	Ducks, Peking, Growers	10	0.1 NU	18 ft ²
Solid	Chickens, Broilers	10 ft ²	0 NU	10 ft ²

Setback summary

Existing manure storage V1. Solid, inside, bedded pack
Design capacity 5.7 NU
Potential design capacity 5.7 NU

Factor A (odour potential) 0.7
Factor D (manure type) 0.7

Factor B (design capacity) 152.46
Factor E (encroaching land use) 1.1

Building base distance 'F' (A x B x D x E)
(minimum distance from livestock barn)

83 m (272 ft)

Actual distance from livestock barn

NA

Storage base distance 'S'
(minimum distance from manure storage)

No existing manure storage

Actual distance from manure storage

NA

Preparer signoff & disclaimer**Preparer contact information**

Dana Kieffer
 Cobide Engineering Inc.
 517 10th St.
 Hanover, ON
 N4N 1R4
 519-056-5959
 dkieffer@cobideeng.com

Signature of preparer

Dana Kieffer , Senior Development
 Planner

Date (mmm-dd-yyyy)

Note to the user

The Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) has developed this software program for distribution and use with the Minimum Distance Separation (MDS) Formulae as a public service to assist farmers, consultants, and the general public. This version of the software distributed by OMAFRA will be considered to be the official version for purposes of calculating MDS. OMAFRA is not responsible for errors due to inaccurate or incorrect data or information; mistakes in calculation; errors arising out of modification of the software, or errors arising out of incorrect inputting of data. All data and calculations should be verified before acting on them.

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MDS I

General information

Application date
Jul 11, 2023

Municipal file number


Proposed application
Lot creation for a maximum of three non-agricultural use lots


Applicant contact information
Gerardo Mertellacci
ON

Location of subject lands
County of Grey
Township of Chatsworth
HOLLAND
Concession 5, Lot 30
Roll number: 420436000301730

Calculations

455277

Farm contact information 
ON

Location of existing livestock facility or
anaerobic digester 
Roll number: 420436000301740

Total lot size
4.7 ac

Livestock/manure summary

Manure Form	Type of livestock/manure	Existing maximum number	Existing maximum number (NU)	Estimated livestock barn area
Solid	Horses, Large-framed, mature; > 680 kg (including unweaned offspring)	2	2.9 NU	650 ft ²

Setback summary

Existing manure storage	V1. Solid, inside, bedded pack			
Design capacity	2.9 NU			
Potential design capacity	2.9 NU			
Factor A (odour potential)	0.7	Factor B (design capacity)	150	
Factor D (manure type)	0.7	Factor E (encroaching land use)	1.1	
Building base distance 'F' (A x B x D x E) (minimum distance from livestock barn)				81 m (266 ft)
Actual distance from livestock barn				NA
Storage base distance 'S' (minimum distance from manure storage)				No existing manure storage
Actual distance from manure storage				NA

Preparer signoff & disclaimer

Preparer contact information
Dana Kieffer
Cobide Engineering Inc.

517 10th St.
Hanover, ON
N4N 1R4
519-056-5959
dkieffer@cobideeng.com

Signature of preparer

Dana Kieffer , Senior Development
Planner

Date (mmm-dd-yyyy)

Note to the user

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MDS I

General information

Application date
Jul 11, 2023

Municipal file number


Proposed application
Lot creation for a maximum of three non-agricultural use lots

Applicant contact information
Gerardo Mertellacci
ON

Location of subject lands
County of Grey
Township of Chatsworth
HOLLAND
Concession 5, Lot 30
Roll number: 420436000301730

Calculations

455274

Farm contact information 
ON

Location of existing livestock facility or
anaerobic digester 
Roll number: 420436000300504

Total lot size
5 ac

Livestock/manure summary

Manure Form	Type of livestock/manure	Existing maximum number	Existing maximum number (NU)	Estimated livestock barn area
Solid	Swine, Feeders (27 - 136 kg), Deep Bedded	2	0.4 NU	32 ft²

Setback summary

Existing manure storage	V1. Solid, inside, bedded pack			
Design capacity	0.4 NU			
Potential design capacity	0.4 NU			
Factor A (odour potential)	1.2	Factor B (design capacity)	150	
Factor D (manure type)	0.7	Factor E (encroaching land use)	1.1	
Building base distance 'F' (A x B x D x E) (minimum distance from livestock barn)				139 m (456 ft)
Actual distance from livestock barn				NA
Storage base distance 'S' (minimum distance from manure storage)				No existing manure storage
Actual distance from manure storage				NA

Preparer signoff & disclaimer

Preparer contact information
Dana Kieffer
Cobide Engineering Inc.

517 10th St.
Hanover, ON
N4N 1R4
519-056-5959
dkieffer@cobideeng.com

Signature of preparer

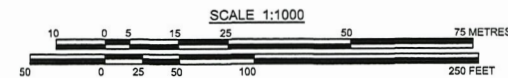
Dana Kieffer , Senior Development
Planner


Date (mmm-dd-yyyy)

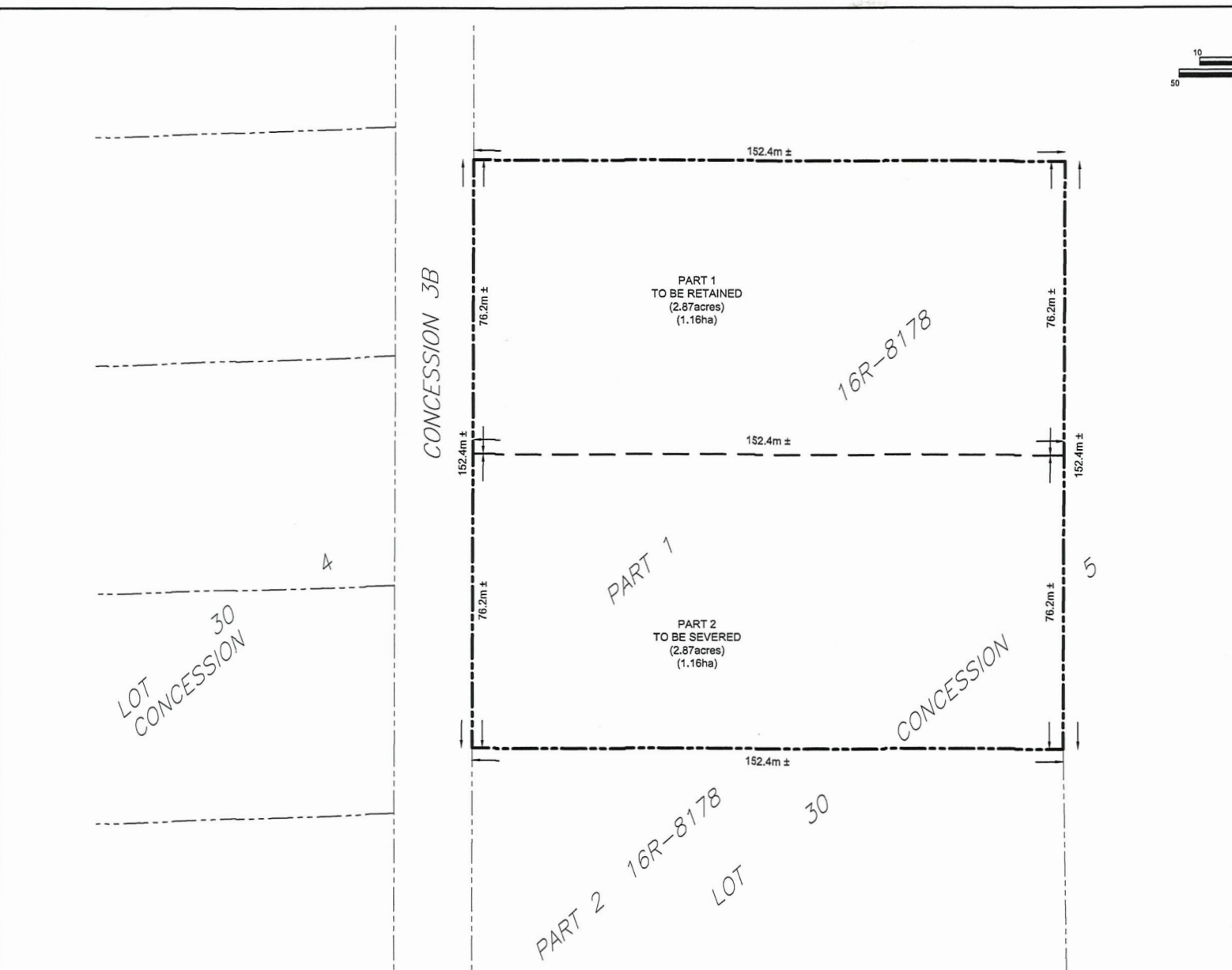
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0	JUNE 21/23	PRELIMINARY SUBMISSION	JHL	DK	
No.	DATE	DESCRIPTION	BY	APP	
REVISION / ISSUE					
Title: SEVERANCE SKETCH PART OF LOT 30, CONCESSION 5 EGR REGISTERED PLAN 16R8178 PART 1 ROLL# 420436000301730 MUNICIPALITY OF CHATSWORTH					
Client: MERTELLACCI					
 COBIDE ENGINEERING INC 517 10th St. Hanover, ON N4N 1R4 Telephone: (518) 508-5959 www.cobideeng.com					
Design:	JHL	Scale:	1:1000		
Drawn:	JHL	Approved:			
Checked:	DK				
Date:	JUNE 2023				
			Design Engineer		
DRAWING No.			013002-SK1		



Notice of Application for Consent (Severance)
The Planning Act, RSO 1990, as amended

TAKE NOTICE that the Corporation of the Township of Chatsworth will hold a Public Meeting on **Wednesday, October 4, 2023 at 9:30 a.m.** to consider an application for Consent (severance). The meeting will be held at the **Township of Chatsworth Council Chambers at 316837 Highway 6, R.R.#1, Chatsworth, Ontario.**

The following information describes the requested severance:

File: B08/2023

Owner: Gerardo Martellacci

Description: Part Lot 30, Concession 5, Geographic Township of Holland,
Township of Chatsworth

Address: None assigned

Assessment Roll No: 42-04-360-003-01730

Purpose: To sever a 1.16 hectare vacant lot, and to retain a 1.16 hectare vacant lot.

Severed Parcel: Frontage: 76.2 m
Depth: 152.4 m
Area: 1.16 ha

Retained Parcel: Frontage: 76.2 m
Depth: 152.4 m
Area: 1.16 ha

See attached sketch.

Property owners within 60 metres of the subject land are hereby notified of the above Application for Consent. If you wish to be notified of the decision of the Township of Chatsworth Council in respect of the proposed Consent, you must make a written request to the Township of Chatsworth at the address above. The decision of Council can only be appealed by a public agency or the applicant.

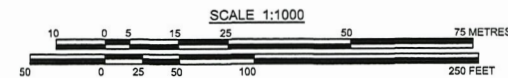
Additional information or questions relating to the proposed Consent may be obtained by contacting the Township Office at Ext. 134. or through email at tyler.zamostny@chatsworth.ca.


When requesting information please quote **File No. B08/2023.**

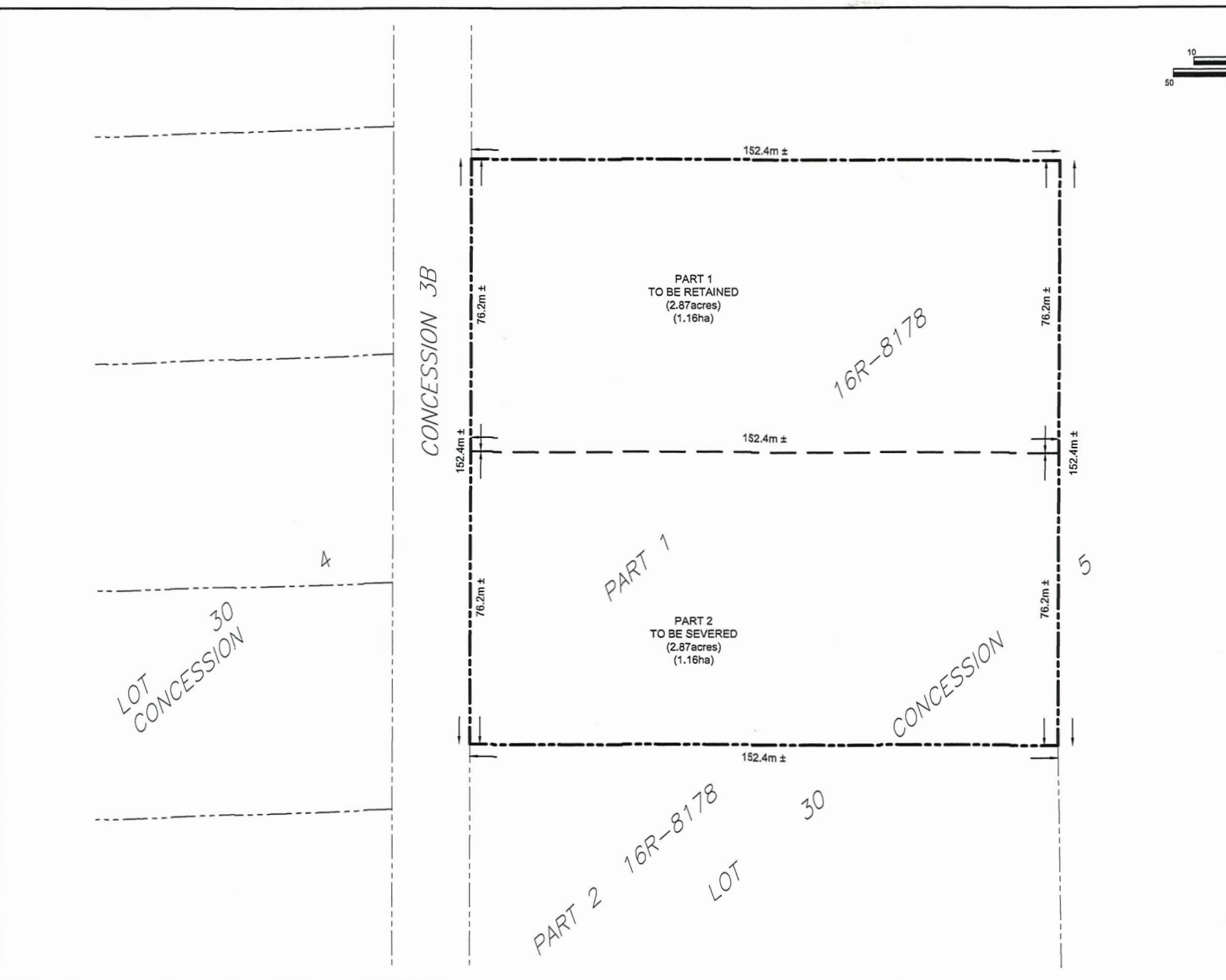
DATED this 8th day of September, 2023

Patty Sinnamon, CAO / Clerk
Township of Chatsworth
316837 Highway 6
R.R. #1 CHATSWORTH, Ontario
N0H 1G0
Tel. (519) 794-3232 Ext. 124

Fax (519) 794-4499



0	JUNE 21/23	PRELIMINARY SUBMISSION	JHL	DK	
No.	DATE	DESCRIPTION	BY	APP	
REVISION / ISSUE					
Title: SEVERANCE SKETCH PART OF LOT 30, CONCESSION 5 EGR REGISTERED PLAN 16R8178 PART 1 ROLL# 420436000301730 MUNICIPALITY OF CHATSWORTH					
Client: MERTELLACCI					
<div><div>COBIDE ENGINEERING INC</div><div>517 10th St. Hanover, ON N4N 1R4 Telephone: (518) 508-5959 www.cobideeng.com</div></div>					
Design:	JHL	Scale:	1:1000		
Drawn:	JHL	Approved:			
Checked:	DK				
Date:	JUNE 2023				
		Design Engineer			
DRAWING No.		013002-SK1			



Aerial GIS Photo of Subject Property – B08/2023



From: Ontario Lands <ONTLands@enbridge.com>
Sent: Friday, September 8, 2023 1:02 PM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: RE: Chatsworth Consent: File B08/2023 (Gerardo Martellacci)

Thank you for your correspondence with regard to the proposed Severance. Enbridge Gas Inc, does have service lines running within the area which may or may not be affected by the proposed severance. Should the proposed severance impact these services, it may be necessary to terminate the gas service and relocate the line according to the new property boundaries. Any Service relocation required due to a severance would be at the cost of the property owner. Also, should future gas service be required to either the severed or retained parcel, a request for gas service needs to be submitted to the District Office.

Should you require any further information, please contact the undersigned.

Kelly Buchanan

Land Analyst

—

ENBRIDGE GAS INC.
TEL: 519-436-4673 | FAX: 519-436-5320
50 Keil Dr N, Chatham ON N7M 5M1
enbridge.com
Safety. Integrity. Respect.

From: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Sent: Friday, September 8, 2023 12:49 PM
Subject: [External] Chatsworth Consent: File B08/2023 (Gerardo Martellacci)

Good morning:

Re:

File: B08/2023 (Gerardo Martellacci)

Legal: Part Lot 30, Concession 5, Geographic Township of Holland, Township of Chatsworth

You will find attached the following items:

- Notice of Public Meeting B08
- Submitted Application B08 – Redacted
- Planning Justification Brief B08 - COBIDE Engineering Inc.

Should you have any comments for the public record they would be appreciated by: **September 27, 2023**. Once submitted, your comments will be circulated within the agenda package.

Best regards, Tyler Zamostny

From: Paul Dowber <Paul.Dowber@chatsworth.ca>
Sent: Monday, September 11, 2023 8:58 AM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: RE: Chatsworth Consent: File B08/2023 (Gerardo Martellacci)

Hi Tyler,

The finance department has no concerns with this application.

Paul Dowber CPA, CGA

Treasurer



Township of Chatsworth
316837 Highway 6, RR 1, Chatsworth ON N0H 1G0
Phone 519-794-3232 Ext 133
Fax 519-794-4499 www.chatsworth.ca

From: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Sent: Friday, September 8, 2023 12:49 PM
Subject: Chatsworth Consent: File B08/2023 (Gerardo Martellacci)

Good morning:

Re:

File: B08/2023 (Gerardo Martellacci)

Legal: Part Lot 30, Concession 5, Geographic Township of Holland, Township of Chatsworth

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Should you have any comments for the public record they would be appreciated by: **September 27, 2023**. Once submitted, your comments will be circulated within the agenda package.

Best regards,
Tyler Zamostny

From: Mike Givens <mike.givens@chatsworth.ca>
Sent: Monday, September 11, 2023 9:25 AM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: Re: Chatsworth Consent: File B08/2023 (Gerardo Martellacci)

No concerns

Mike Givens, Fire Chief/CFPO/CEMC
Township of Chatsworth Fire Department
519-794-3188
mike.givens@chatsworth.ca



CONFIDENTIALITY NOTE: The information in this email is confidential and may be privileged. If you are not the intended recipient, please notify the sender you received it in error and delete it from your computer. Please consider the environment before printing this message.

From: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Sent: Friday, September 8, 2023 12:49 PM
Subject: Chatsworth Consent: File B08/2023 (Gerardo Martellacci)

Good morning:

Re:
File: B08/2023 (Gerardo Martellacci)
Legal: Part Lot 30, Concession 5, Geographic Township of Holland, Township of Chatsworth

You will find attached the following items:

- Notice of Public Meeting B08
- Submitted Application B08 – Redacted
- Planning Justification Brief B08 - COBIDE Engineering Inc.

Should you have any comments for the public record they would be appreciated by: **September 27, 2023**. Once submitted, your comments will be circulated within the agenda package.

Best regards,
Tyler Zamostny

From: Building <building@chatsworth.ca>
Sent: Wednesday, September 13, 2023 12:02 PM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: Re: Chatsworth Consent: File B08/2023 (Gerardo Martellacci)

The building department has no concerns.

Karl Schipprack

Chief Building Official



Township of Chatsworth

316837 Highway 6, RR 1, Chatsworth ON N0H 1G0

Phone 519-794-3232 Ext 128 | Fax 519-794-4499

| www.chatsworth.ca

“Chatsworth Community Hub -where neighbours meet and community is built”

CONFIDENTIALITY NOTE: The information in this email is confidential and may be privileged. If you are not the intended recipient, please notify the sender you received it in error and delete it from your computer. Please consider the environment before printing this message.

From: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Sent: Friday, September 8, 2023 12:49 PM
Subject: Chatsworth Consent: File B08/2023 (Gerardo Martellacci)

Good morning:

Re:

File: B08/2023 (Gerardo Martellacci)

Legal: Part Lot 30, Concession 5, Geographic Township of Holland, Township of Chatsworth

You will find attached the following items:

- Notice of Public Meeting B08
- Submitted Application B08 – Redacted
- Planning Justification Brief B08 - COBIDE Engineering Inc.

Should you have any comments for the public record they would be appreciated by:

September 27, 2023. Once submitted, your comments will be circulated within the agenda package.

Best regards,
Tyler Zamostny

From: ARABIA Gabriel <Gabriel.Arabia@hydroone.com>
Sent: Thursday, September 21, 2023 9:20 AM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: Town of Chatsworth - Part Lot 30, Concession 5 - B08/2023

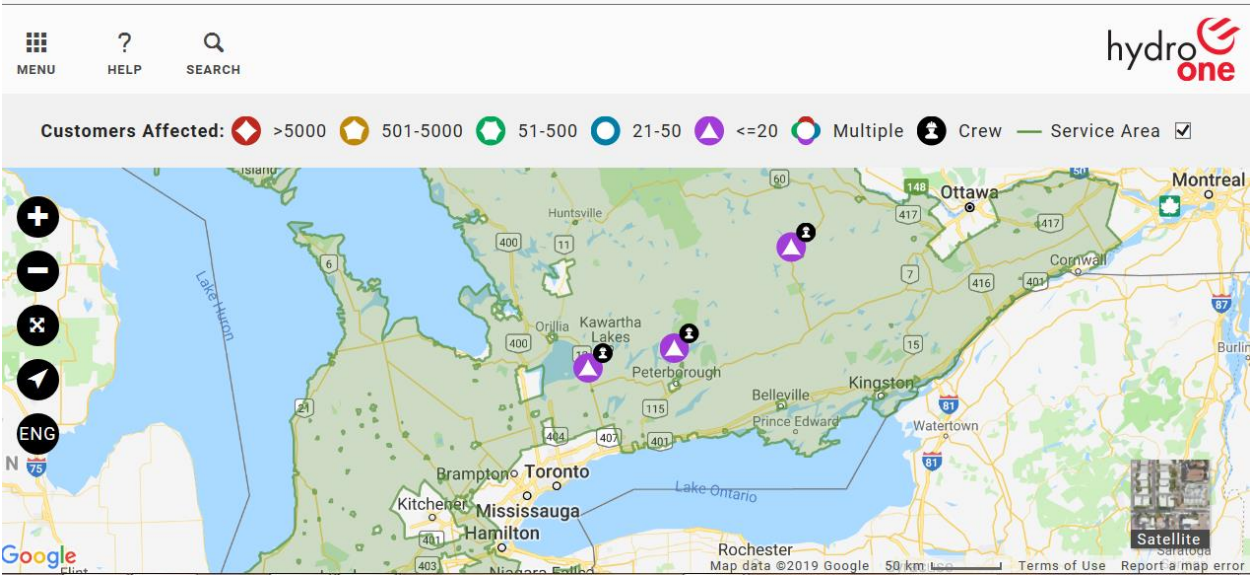
Hello,

We are in receipt of your Application for Consent, B08/2023 dated September 8th, 2023. We have reviewed the documents concerning the noted Application and have no comments or concerns at this time. **Our preliminary review considers issues affecting Hydro One’s 'High Voltage Facilities and Corridor Lands' only.**

For proposals affecting 'Low Voltage Distribution Facilities' please consult your local area Distribution Supplier.

To confirm if Hydro One is your local distributor please follow the following link: [HydroOne Map](#)

Please select “ Search” and locate address in question by entering the address or by zooming in and out of the map



If Hydro One is your local area Distribution Supplier, please contact Customer Service at 1-888-664-9376 or e-mail CustomerCommunications@HydroOne.com to be connected to your Local Operations Centre

Please let me know if you have any questions or concerns.

Thank you,

Dennis De Rango
Specialized Services Team Lead, Real Estate Department
Hydro One Networks Inc.
Tel: (905)946-6237

Email: Dennis.DeRango@HydroOne.com

SENT BY EMAIL: barb.schellenberger@chatsworth.ca and tyler.zamostny@chatsworth.ca

September 26, 2023

Township of Chatsworth
316837 Highway 6, R.R. #1
Chatsworth, Ontario N0H 1G0

Attention: Barb Schellenberger, Deputy Clerk, Town of Chatworth

Dear Barb Schellenberger,

RE: B08.2023
Unassigned civic address, Concession 3B
Part Lot 30 Concession 5
Roll No.: 420436000301730
Geographic Township of Holland
Township of Chatsworth

Saugeen Valley Conservation Authority (SVCA) staff has reviewed the above-noted application as per our delegated responsibility from the Province to represent provincial interests regarding natural hazards identified in Section 3 of the Provincial Policy Statement (PPS, 2020) and as a regulatory authority under Ontario Regulation 169/06 (SVCA's Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses Regulation). Staff has also provided comments as per our Memorandum of Agreement (MOA) with the County of Grey representing natural hazards. The application has also been reviewed through our role as a public body under the Planning Act as per our CA Member approved Environmental Planning and Regulations Policies Manual, amended October 16, 2018. Finally, we have screened the application to determine the applicability of the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Plan, prepared under the Clean Water Act, 2006.

Purpose

The purpose of the application is to sever a 1.16 hectare vacant lot, and to retain a 1.16 hectare vacant lot.

Recommendation

SVCA staff find the application acceptable. The subject property does not contain any natural hazard features or other environmental features of interest to SVCA. As such, it is the opinion of SVCA staff that the application is consistent with the Natural Hazard Policies of the PPS, 2020 and

the County of Grey Official Plan. Furthermore, the property appears to SVCA staff to not be located within an area that is subject to the local Drinking Water Source Protection Plan.

SVCA Regulation 169/06

SVCA staff has reviewed the application as per our responsibilities as a regulatory authority under Ontario Regulation 169/06 (SVCA's Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses Regulation). This regulation, made under Section 28 of the Conservation Authorities Act, enables SVCA to regulate development in or adjacent to river or stream valleys, Great Lakes and inland lake shorelines, watercourses, hazardous lands and wetlands. Subject to the CA Act, development taking place on or adjacent to these lands may require permission from SVCA to confirm that the control of flooding, erosion, dynamic beaches, pollution or the conservation of land are not affected. SVCA also regulates the alteration to or interference in any way with a watercourse or wetland.

A very small part, approximately 16 metres wide east-west in the central eastern property boundary, of the property is within the SVCA Approximate Screening Area associated with Ontario Regulation 169/06. For the property the SVCA Approximate Screening Area includes an offset distance of 30 metres outwards from the natural hazard features that are located on lands adjacent to the east of the property. Based on SVCA mapping, the natural hazard features located on lands adjacent to the east appear to be a watercourse and any wetlands/swamps. The SVCA Approximate Screening Area includes those natural hazard features and an offset distance from those features. As such, development and/or site alteration within the Approximate Screening Area requires permission from SVCA, prior to carrying out the work.

"Development" as defined under the Conservation Authorities Act means:

- a) the construction, reconstruction, erection or placing of a building or structure of any kind;*
- b) any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure or increasing the number of dwelling units in the building or structure;*
- c) site grading; or,*
- d) the temporary or permanent placing, dumping or removal of any material, originating on the site or elsewhere.*

And;

"Alteration" as per Section 5 of Ontario Regulation 169/06 generally includes the straightening, diverting or interference in any way with a river, creek, stream or watercourse, or the changing or interfering in any way with a wetland.

To determine the SVCA Approximate Screening Area on the property, please refer to the SVCA's online mapping program, available via the SVCA's website at <http://eprweb.svca.on.ca>. Should you require assistance, please contact our office directly.

Depending on where future development is proposed for the severed and retained parcels, the SVCA may need to be contacted. However, provided future development does not occur within the SVCA Approximate Screening Area, further SVCA review will not be required.

Conclusion

Please inform this office of any decision made by the planning approval authority with regards to the application. We respectfully request to receive a copy of the decision and notice of any appeals filed. Should you have any questions, please contact the undersigned.

Sincerely,



Michael Oberle

Environmental Planning Technician

Saugeen Conservation

MO\

cc: Peter Whitten, Authority Member representing Chatsworth, SVCA (via email)
Karl Shipprack, CBO, Township of Chatsworth (via email)
Ron Davidson, Planner, Township of Chatsworth (via email)

From: Brendan Schlamp - GM BluePlan <Brendan.Schlamp@gmblueplan.ca>
Sent: Wednesday, September 27, 2023 12:02 AM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: RE: Chatsworth Consent: File B08/2023 (Gerardo Martellacci)

Good evening Tyler,

I have reviewed this application and the roll number to see if it is part of a Municipal Drain and have found that it is **not** part of any Municipal Drain.

I have no comments or concerns with this application.

Best regards,

Brendan Schlamp, E.I.T.
Project Designer

GM BluePlan Engineering Limited
1260-2nd Avenue East | Owen Sound ON N4K 2J3
t: 519.376.1805 ext. 2334 | c: 519.706.2497
brendan.schlamp@gmblueplan.ca | www.gmblueplan.ca



From: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Sent: Friday, September 08, 2023 12:49 PM
Subject: Chatsworth Consent: File B08/2023 (Gerardo Martellacci)

Good morning:

Re:
File: B08/2023 (Gerardo Martellacci)
Legal: Part Lot 30, Concession 5, Geographic Township of Holland, Township of Chatsworth

You will find attached the following items:

- Notice of Public Meeting B08
- Submitted Application B08 – Redacted
- Planning Justification Brief B08 - COBIDE Engineering Inc.

Should you have any comments for the public record they would be appreciated by: **September 27, 2023**. Once submitted, your comments will be circulated within the agenda package.

Best regards,
Tyler Zamostny

From: Jamie Edwards <jamie.edwards@chatsworth.ca>
Sent: Thursday, September 28, 2023 12:11 PM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: Chatsworth Consent: File B08/2023 (Gerardo Martellacci)

I have reviewed this and should an entrance permit be applied for there should be no issues with locations or issues from a public works view.
Thanks

Jamie Edwards
Township of Chatsworth

From: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Sent: Friday, September 8, 2023 12:49 PM
Subject: Chatsworth Consent: File B08/2023 (Gerardo Martellacci)

Good morning:

Re:
File: B08/2023 (Gerardo Martellacci)
Legal: Part Lot 30, Concession 5, Geographic Township of Holland, Township of Chatsworth

You will find attached the following items:

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- Submitted Application B08 – Redacted
- Planning Justification Brief B08 - COBIDE Engineering Inc.

Should you have any comments for the public record they would be appreciated by: **September 27, 2023**. Once submitted, your comments will be circulated within the agenda package.

Best regards,
Tyler Zamostny



Planning and Development

595 9th Avenue East, Owen Sound Ontario N4K 3E3
519-372-0219 / 1-800-567-GREY / Fax: 519-376-7970

September 28th, 2023

Ron Davidson
Township of Chatsworth
316837 Highway 6, RR 1
Chatsworth, ON
N0H 1G0

RE: Consent Application B08.2023
Part Lot 30, Concession 5
Township of Chatsworth (geographic Township of Holland)
Roll: 420436000301730
Owner: Gerardo Martellacci
Applicant: Dana Kieffer / Cobide Engineering Inc.

Dear Mr. Davidson,

This correspondence is in response to the above noted application. We have had an opportunity to review the application in relation to the Provincial Policy Statement (PPS) and the County of Grey Official Plan (OP). We offer the following comments.

The purpose and effect of the subject application is to sever a 1.16-hectare vacant lot, and to retain a 1.16-hectare vacant lot. The severed lot would have a lot frontage of 76.2 metres and the retained parcel would have a lot frontage of 76.2 metres.

Schedule A of the County OP designates the subject lands as 'Rural'. Section 5.4.3(1) states,

All consents for new lot development shall be no smaller than 0.8 hectares in area, and the maximum lot density shall not be exceeded as outlined in Table 9 below. The lot density is determined based on the original Township lot fabric (i.e. as determined by the original crown survey) and shall be pro-rated up or down based on the size of the original Township lot. Any proposed increase to this maximum lot density will require an amendment to this Plan, and will require justification as to the need for additional Rural lot creation.

Table 9: Permitted Rural Severances based on Original Township Lot Size

Original Township Lot Size (in hectares)	Number of Severances Permitted	Total Lots Permitted including the Severed and the Retained
20	1	2
40	3	4
60	4	5
80	5	6

In order to avoid narrow linear parcels of land, the frontage-to-depth ratio for non-farm sized lots (see Diagram 1 below) shall be a maximum of 1:3 and the lot must conform to the appropriate zoning by-law in reference to minimum lot frontage and other applicable provisions. Justification to go beyond the 1:3 frontage-to-depth ratio shall be justified in a development application, but will not require an amendment to this Plan.

The size of the original township lot is approximately 86 hectares. The original township lot currently contains five lots. The creation of an additional lot would meet County OP lot densities. Further, the severed lot would have a lot area greater than 0.8 hectares. The frontage-to-depth ratio for the severed lot is less than 1:3. Therefore, County Planning staff have no concerns.

Section 5.2.2(5) of the County OP states,

New land uses, including the creation of lots, and new or expanding livestock facilities shall comply with the Provincial MDS formulae. Municipal comprehensive zoning by-laws shall incorporate Provincial MDS formulae.

MDS calculations were submitted with the application and setbacks can be obtained. Provided the future dwelling is located on the northern half of the severed property; County Planning staff have no concerns.

Section 8.9.1(4) of the County OP states,

The following hierarchy of water or sanitary servicing options will be used to evaluate any development applications within the County, except where specific exclusions are made through this Plan or where more detailed policies have been developed in a local official plan or secondary plan. The feasibility of the options will be considered in the following order of priority which will be assessed through a Servicing Options Study in accordance with the Ministry of the Environment, Conservation and Parks (MECP) D-5-3 Series Guidelines, or any subsequent update to these Guidelines:

d) Individual on-site sewage services and individual on-site water services in accordance with the policies contained in Section 8.9.1.

From a general planning perspective, it should be ensured that the subject property can safely provide on-site water servicing and on-site sewage servicing.

Appendix B of the County OP indicates that the subject lands are within the adjacent lands of 'Significant Woodlands'. County Planning Ecology staff have reviewed the subject application and have no concerns.

Provided the future dwelling is located on the northern half of the severed property; County Planning staff have no concerns with the subject application.

The County requests notice of any decision rendered with respect to this file.

If you wish to discuss this matter further, please contact me.

Yours truly,

A handwritten signature in cursive script that reads "Derek McMurdie".

Derek McMurdie
Planner
(519) 372 0219 ext. 1239
Derek.McMurdie@grey.ca
www.grey.ca

TOWNSHIP OF CHATSWORTH
COUNCIL DECISION ON SEVERANCE APPLICATION
The Planning Act, RSO 1990, as amended

File: B08/2023

Owner: Gerardo Martellacci

Description: Part Lot 30, Concession 5, Geographic Township of Holland,
Township of Chatsworth

Address: None assigned

Assessment Roll No: 42-04-360-003-01730

Purpose: To sever a 1.16 hectare vacant lot, and to retain a 1.16 hectare
vacant lot.

Severed Parcel: Frontage: 76.2 m
Depth: 152.4 m
Area: 1.16 ha

Retained Parcel: Frontage: 76.2 m
Depth: 152.4 m
Area: 1.16 ha

In making the decision upon this application for consent, the Council is satisfied that:

1. The matters pursuant to Section 53 of The Planning Act have been satisfied.
2. The proposal generally conforms to the County of Grey Official Plan
3. Grey Official Plan policy 2.3.3(1) (c) requiring site servicing have been satisfied
4. The proposal is consistent with the Provincial Policy Statement

PROVISIONAL CONSENT IS GIVEN SUBJECT TO ALL OF THE FOLLOWING CONDITIONS
BEING MET **BY OCTOBER _____, 2025:**

1. THAT a Zoning By-law Amendment, intended to reduce the minimum lot area and frontage requirements applicable to the severed and retained parcel, is in force and effect;
2. THAT entrance permits have been granted to the severed and retained parcels by the Township of Chatsworth; and further provide the CAO/Clerk of the Township of Chatsworth with a copy of the entrance permits;

Township of Chatsworth
Council Decision
File: B08/2023

3. THAT the Owner, as provided for under Section 60 of the Planning Act, R.S.O. 1990, shall pay to the Township of Chatsworth the administrative fee of \$850.00 or whatever fee is applicable at the time of review and issuance of the Certificate of Consent for the severed parcel;
4. THAT any outstanding taxes to the Township be paid;
5. THAT the parkland dedication fee be paid to the Township of Chatsworth as required by the Parkland Dedication By-law 2017-58;
6. THAT the transfer for registration with respect to description complies with the Ontario Regulation 43-96; and if that description contains a reference to a Reference Plan(s), the Owner's solicitor shall provide a full print of that deposited reference plan(s) as well as a digital PDF copy to the CAO/Clerk of the Township of Chatsworth.
7. THAT the Owner's solicitor, in preparation for the issuance of the Certificate of Consent, provide to the CAO/Clerk of the Township of Chatsworth a printed copy of the "completed electronic transfer document in preparation, along with the Certificate of Official for stamping";
8. THAT the Owner's solicitor give an undertaking in writing to provide to the CAO/Clerk of the Township of Chatsworth within 30 days of the date of registration in the applicable Land Registry/Land Titles Office, a copy of the receipted and registered electronic transfer document including the Certificate of Official for Consent B08/2023;

Scott Mackey – Mayor

Terry McKay - Deputy Mayor

Shawn Greig - Councillor

Peter Whitten - Councillor

Elizabeth Thompson – Councillor

DATE OF DECISION:

October, 2023

DATE OF NOTICE:

October, 2023

LAST DAY FOR APPEAL:

October, 2023*

CONDITIONS MUST BE SATISFIED BY:

October, 2025**

CERTIFICATION OF CONSENT MUST BE OBTAINED BY:

October, 2025**

* Only a public agency or the applicant can appeal the Council's decision.

**These dates must be complied with, otherwise the Decision will lapse.

2. Subject Property

Municipal Address (if applicable) 623496 Negro Creek Rd.
Assessment Roll Number 42-04- 36000 500503
Former Municipality: Village of Chatsworth ☐ Holland Township ☒ Sullivan Township ☐
Lot 22 Concession 4 EGR Registered Plan No. _____
Lot _____ Reference Plan _____

3. Dimensions of Subject Property (in metric)

Area: 10.14 hectares Frontage: 607.6 metres Depth: 167 metres

4. When did the current Owner acquire the subject property? Dec 1983

5. What is the existing use of the subject property? How long has that use existed on this property? Residential / 3 years

6. What is the proposed use of the subject property? Residential

7. What is the purpose of the Zoning By-law Amendment?

Be specific. Attach additional sheets if necessary.

To reduce the minimum lot area and frontage of the severed and retained parcels, also to remove the "hl" holding symbol from the proposed building envelope on the severed parcel.

8. If the Zoning By-law Amendment is to implement an alteration to the boundary of a settlement area, please provide details of the Official Plan or Official Plan Amendment that deal with the matter. (Attach additional sheets if necessary)

9. If the Zoning By-law Amendment is to remove land from an employment area, please provide details of the Official Plan or Official Plan Amendment that deal with the matter. Attach additional sheets if necessary.

10. What is the land use designation of the subject lands according to the County of Grey Official Plan? Residential/Rural

11. What is the Zoning of the subject lands according to the Township of Chatsworth Zoning By-law? Residential/Rural

12. Provide the following details for all buildings, existing and proposed:
(Use a separate page if necessary)

Buildings	Use of Building	Date of Construction	Ground Floor Area (m ²)	Total Floor Area (m ²)	No. of Storeys	Height (m)
Existing Building No. 1	House	2020	116 178	116 178	1	5.5
Existing Building No. 2	Shed	2022	89	89	1	5
Existing Building No. 3						
Existing Building No. 4						
Existing Building No. 5						
Proposed Building No. 1						
Proposed Building No. 2						
Proposed Building No. 3						

13. Indicate the type of servicing:

Type of Servicing	Existing	Proposed
Water Servicing (Municipal, Communal , Private Well)	NONE	Private
Sewer Servicing (Communal, Private Septic)	NONE	Septic
Storm Servicing (Storm Sewer, Ditches, Swales)	DITCHES	DITCHES

14. Indicate the type of road access:

<input type="checkbox"/>	<input type="checkbox"/>	Provincial Highway
<input type="checkbox"/>	<input type="checkbox"/>	County Road
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Municipal Road, open year-round
<input type="checkbox"/>	<input type="checkbox"/>	Municipal Road, not maintained year-round
<input type="checkbox"/>	<input type="checkbox"/>	Private Right of Way

What is the name of the road, if applicable? Consession 3 B

15. Has the Applicant or Owner made application for any of the following, either on or within 120 metres of the subject land?

Official Plan Amendment	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Zoning By-law Amendment	Yes <input checked="" type="checkbox"/>	No <input checked="" type="checkbox"/>
Minor Variance	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Consent	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Plan of Subdivision	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Site Plan Control	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

If the answer to any of the above is "yes", please provide the following information:

File No. of Application: 309/2022
 Approval Authority: Patricia Sinnaman, Township of Chatsworth
 Purpose of Application: Consent to Sever a 2 hectare lot
 Status of Application: approved
 Effect on the Current Application for Amendment: _____

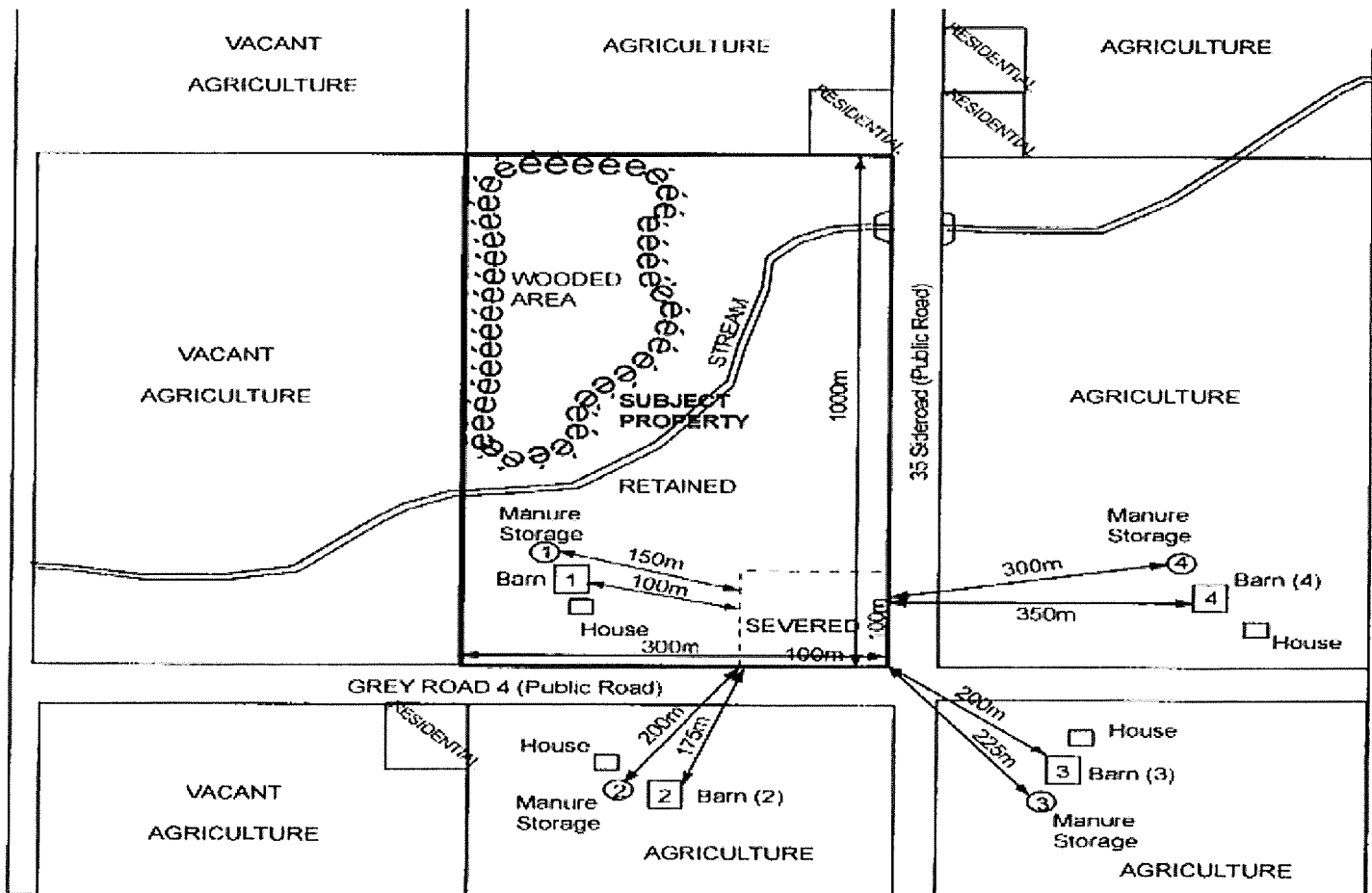
17. List the titles of any supporting documents submitted with this Application:
(ie Planning Report, Environmental Impact Study, Storm Water Management Report, etc.)

18. Required Drawing

A drawing **prepared to scale** on an 11" x 14" sheet of paper is required showing:

- the north arrow;
- the lands that are owned by the owner/applicant, including dimensions;
- the lands that only subject to the application, if different from the above, including dimensions;
- the location of all open and unopen roads that abut the subject property;
- the location of all buildings or structures on the subject property, including setbacks from lot lines;
- the location of the septic system and well, if applicable;
- the location of driveways and parking areas on the subject property;
- the location of other features on the property including forested areas, watercourses;
- the location of easements on the subject property, if applicable;
- the uses of the adjacent lands;
- the location of all barns and manure storage facilities on the subject property and on lands within 500 metres of the subject property;

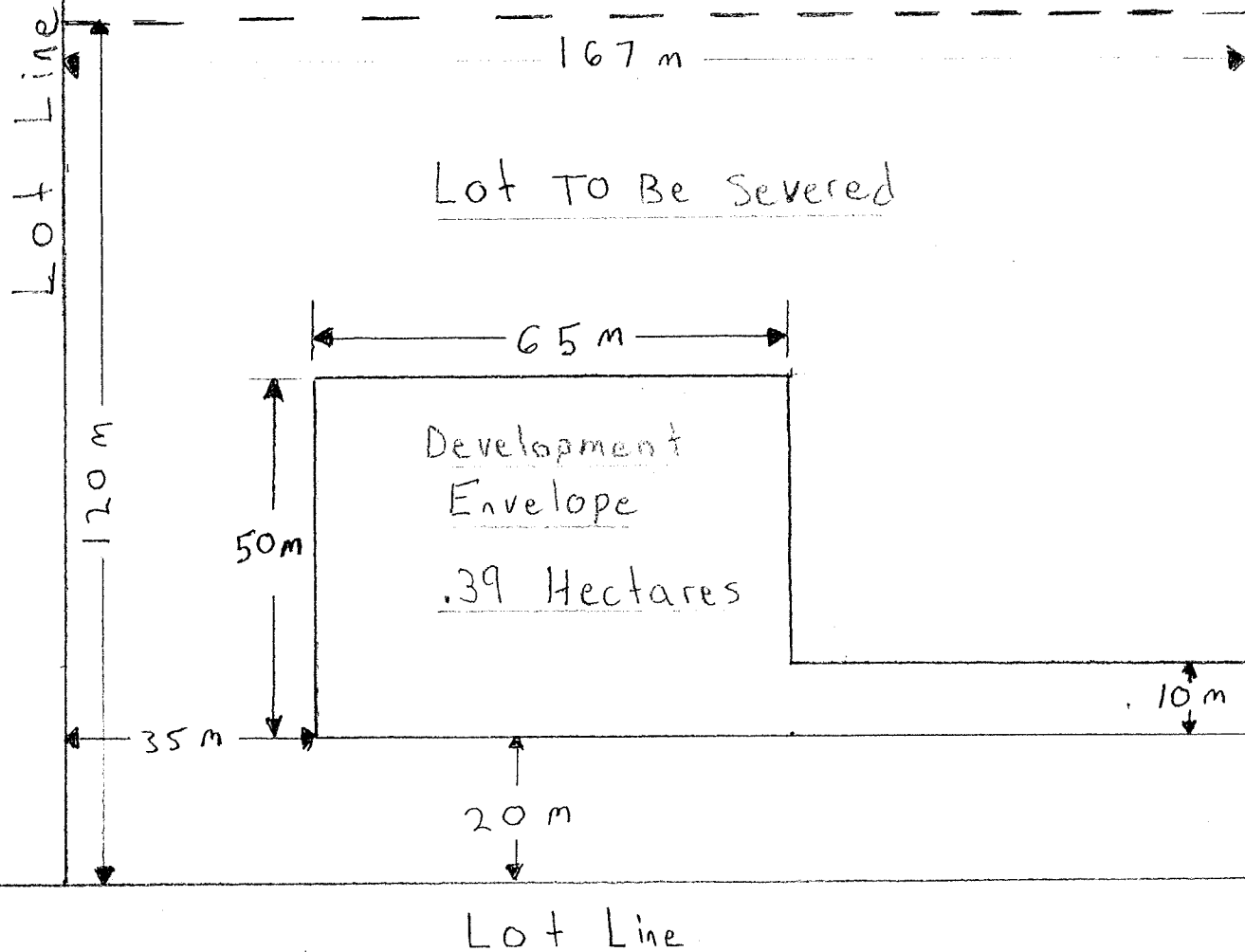
Sample Drawing



Scale:
1mm = 1m



623496



Concession 3B

**NOTICE OF A COMPLETE APPLICATION
AND NOTICE OF A PUBLIC MEETING
CONCERNING A PROPOSED ZONING BY-LAW AMENDMENT**

TAKE NOTICE that the Corporation of the Township of Chatsworth is in receipt of a complete application for a Zoning By-law Amendment under Section 34 of the Planning Act, R.S.O. 1990, as amended.

AND TAKE FURTHER NOTICE that Council of the Corporation of the Township of Chatsworth will hold a Public Meeting on **Wednesday, October 4, 2023 at 9:30 a.m.** in the Municipal Council Chambers to consider the proposed Zoning By-law Amendment, as per the requirements of Section 34 of the Planning Act, R.S.O. 1990, as amended.

The following information is relevant to the application:

File No.:	Z08/2023
Date of Meeting:	Wednesday, October 4, 2023 at 9:30 a.m.
Owner:	Edward Beirnes
Description:	Part Lot 22, Concession 4 EGR, Geographic Township of Holland, Township of Chatsworth
Address:	623496 Negro Creek Road
Assessment Roll No:	42-04-360-005-00503
Purpose:	To amend the 'A1-205' zoning of the subject lands by reducing the minimum lot area and frontage requirements for the severed and retained parcels and also by applying certain restrictions on the severed parcel in order to protect natural heritage features. This amendment will fulfill a condition of severance.

The lands subject to rezoning are designated 'Rural' on Schedule A to the County of Grey Official Plan.

A map showing the location of the property is attached.

ANY individuals, corporations and public bodies may attend the Public Meeting and/or make written or verbal representation either in support of or in opposition to the proposed Zoning By-law Amendment. An individual, corporation or public body that does not make an oral submission at the public meeting or make a written submission to the Township of Chatsworth with regard to the Zoning By-law Amendment prior to the amendment being adopted is not entitled to appeal the Zoning By-law Amendment, nor is such person entitled to be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

ADDITIONAL information relating to the proposed Zoning By-law Amendment may be obtained by contacting the Township Office at Ext. 129.

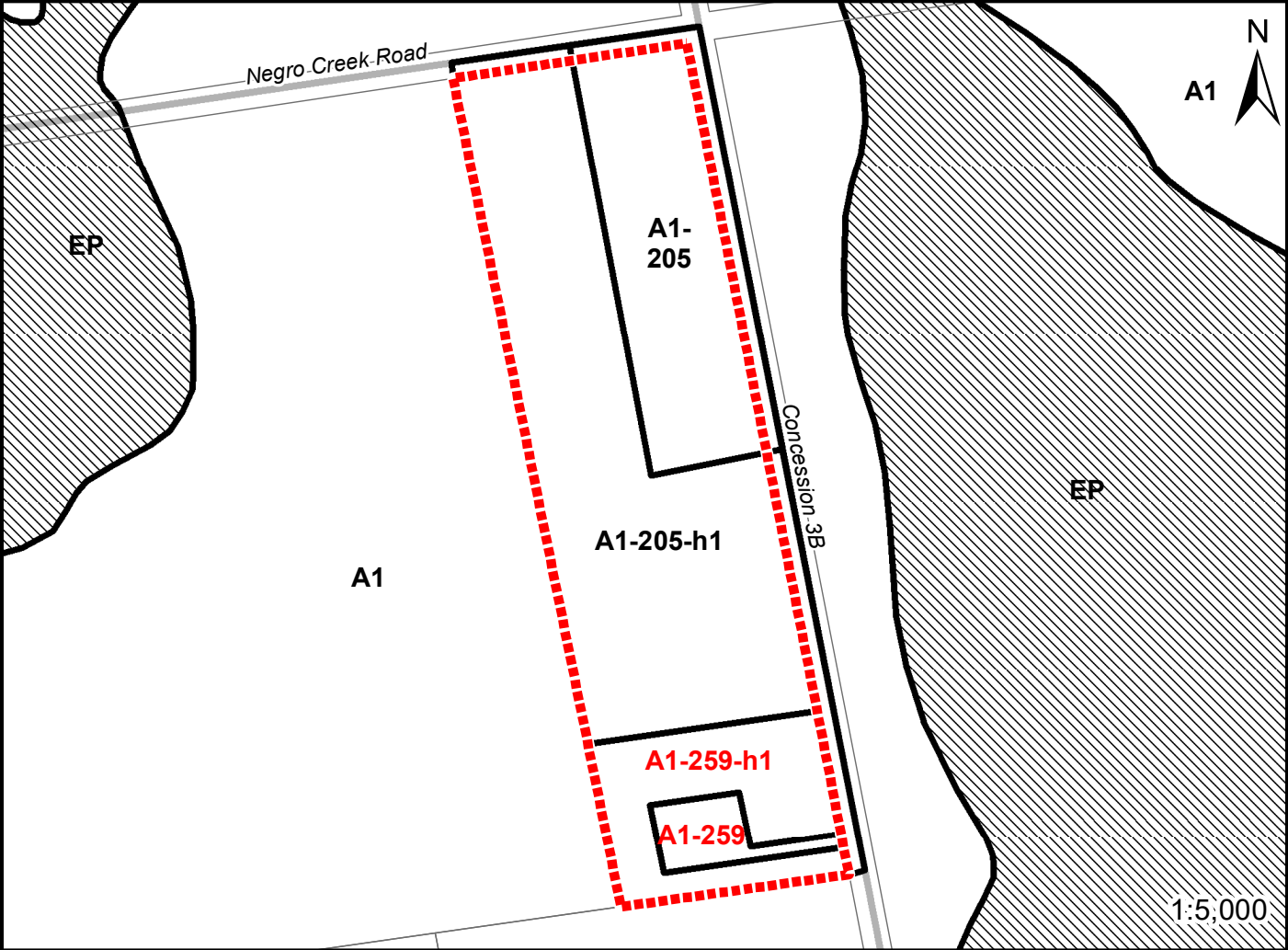
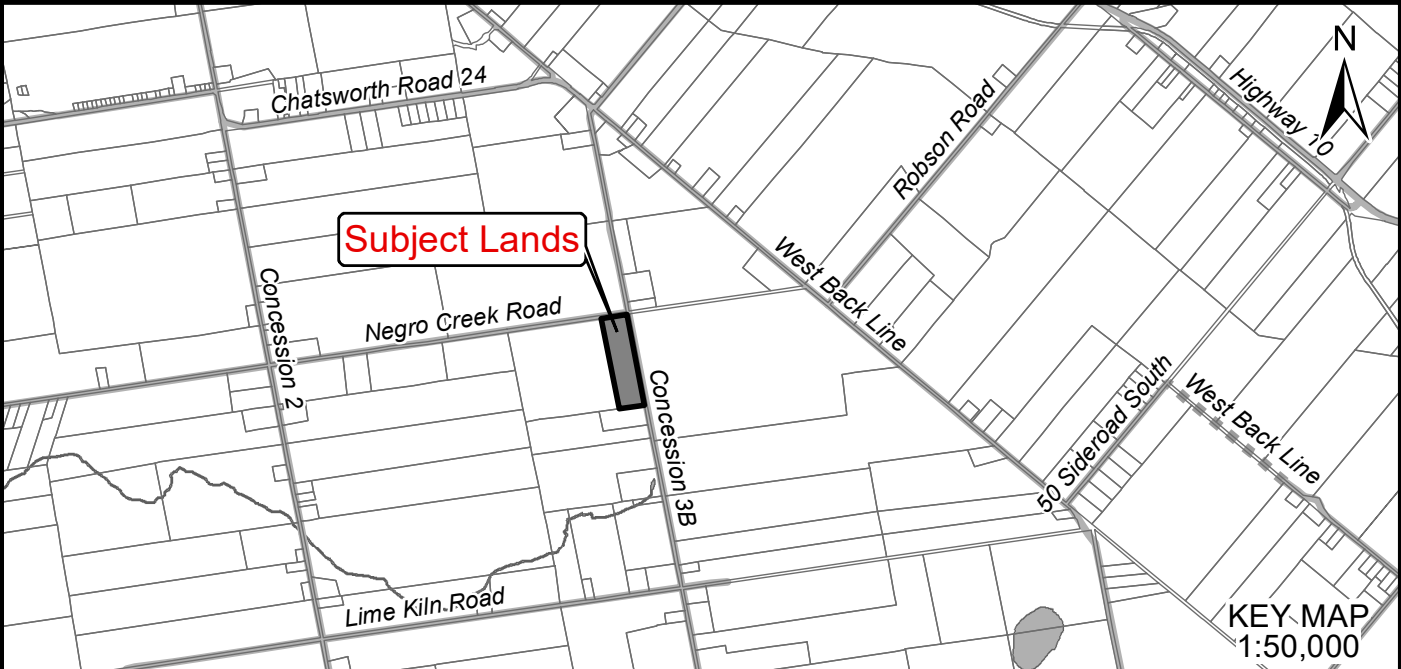
DATED this 5th day of September, 2023.

Patty Sinnamon, CAO / Clerk
Township of Chatsworth
316837 Highway 6
R.R. #1 Chatsworth, Ontario N0H 1G0
Tel. (519) 794-3232 Ext. 124 Fax (519) 794-4499

TOWNSHIP OF CHATSWORTH

ZBA Z08/2023

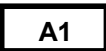
SCHEDULE A



LEGEND



Subject Lands



A1

Rural



EP

Environmental Protection

Aerial GIS Photo of Subject Property – Z08/2023



From: Paul Dowber <Paul.Dowber@chatsworth.ca>
Sent: Tuesday, September 5, 2023 12:28 PM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: RE: Chatsworth Zone Amendment: File Z08/2023, Edward Beirnes, 623496 Negro Creek Road

Hi Tyler,

I have no objections from a financial perspective.

Paul Dowber CPA, CGA

Treasurer



Township of Chatsworth
316837 Highway 6, RR 1, Chatsworth ON N0H 1G0
Phone 519-794-3232 Ext 133
Fax 519-794-4499 www.chatsworth.ca

From: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Sent: Tuesday, September 5, 2023 10:22 AM
Subject: Chatsworth Zone Amendment: File Z08/2023, Edward Beirnes, 623496 Negro Creek Road

Good morning:

Re:

File: Z08/2023

Legal: Part Lot 22, Concession 4 EGR, Geographic Township of Holland, Township of Chatsworth

Civic: 623496 Negro Creek Road

You will find attached the following items:

- Notice of Public Meeting Z08/2023
- Submitted application Z08/2023 – Redacted

Should you have any comments for the public record they would be appreciated by:

Wednesday, September 27, 2023. Once submitted, your comments will be circulated within the agenda package.

Best regards,
Tyler Zamostny

From: Jamie Edwards <jamie.edwards@chatsworth.ca>
Sent: Tuesday, September 5, 2023 3:14 PM
Subject: RE: Chatsworth Zone Amendment: File Z08/2023, Edward Beirnes, 623496 Negro Creek Road

The area is good for new entrances, therefore public works has no concerns with this.

Thank you
Jamie Edwards
Operations Manager
Township of Chatsworth
Phone 519-794-3232 Ext 137

From: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Sent: Tuesday, September 5, 2023 10:22 AM
Subject: Chatsworth Zone Amendment: File Z08/2023, Edward Beirnes, 623496 Negro Creek Road

Good morning:

Re:
File: Z08/2023
Legal: Part Lot 22, Concession 4 EGR, Geographic Township of Holland, Township of Chatsworth
Civic: 623496 Negro Creek Road

You will find attached the following items:

- Notice of Public Meeting Z08/2023
- Submitted application Z08/2023 – Redacted

Should you have any comments for the public record they would be appreciated by:
Wednesday, September 27, 2023. Once submitted, your comments will be circulated within the agenda package.

Best regards,
Tyler Zamostny

From: Mike Givens <mike.givens@chatsworth.ca>
Sent: Wednesday, September 6, 2023 9:41 AM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: Re: Chatsworth Zone Amendment: File Z08/2023, Edward Beirnes, 623496 Negro Creek Road

No Concerns

Mike Givens, Fire Chief/CFPO/CEMC
Township of Chatsworth Fire Department
519-794-3188
mike.givens@chatsworth.ca



CONFIDENTIALITY NOTE: The information in this email is confidential and may be privileged. If you are not the intended recipient, please notify the sender you received it in error and delete it from your computer. Please consider the environment before printing this message.

From: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Sent: Tuesday, September 5, 2023 10:21 AM
Subject: Chatsworth Zone Amendment: File Z08/2023, Edward Beirnes, 623496 Negro Creek Road

Good morning:

Re:
File: Z08/2023
Legal: Part Lot 22, Concession 4 EGR, Geographic Township of Holland, Township of Chatsworth
Civic: 623496 Negro Creek Road

You will find attached the following items:

- Notice of Public Meeting Z08/2023
- Submitted application Z08/2023 – Redacted

Should you have any comments for the public record they would be appreciated by:
Wednesday, September 27, 2023. Once submitted, your comments will be circulated within the agenda package.

Best regards,
Tyler Zamostny

From: Michael Oberle <m.oberle@SVCA.ON.CA>
Sent: Tuesday, September 19, 2023 12:11 PM
Subject: SVCA comments - Z08/2023, Edward Beirne

Good afternoon,

This email is further to the email of below regarding the above referenced file. SVCA provided comments dated January 11, 2023, and attached for reference, for the related application B09.2022.

SVCA comments are still applicable, and the SVCA finds the current application acceptable.

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

Kind regards,

Mike

Michael Oberle

Environmental Planning Technician

Cell: 519-373-4175

1078 Bruce Road 12, PO Box 150, Formosa, ON N0G 1W0

www.saugeenconservation.ca

From: Tyler Zamostny <tyler.zamostny@chatsworth.ca>

Sent: Tuesday, September 5, 2023 10:22 AM

Subject: Chatsworth Zone Amendment: File Z08/2023, Edward Beirnes, 623496 Negro Creek Road

Good morning:

Re:

File: Z08/2023

Legal: Part Lot 22, Concession 4 EGR, Geographic Township of Holland, Township of Chatsworth

Civic: 623496 Negro Creek Road

You will find attached the following items:

- Notice of Public Meeting Z08/2023
- Submitted application Z08/2023 – Redacted

Should you have any comments for the public record they would be appreciated by:

Wednesday, September 27, 2023. Once submitted, your comments will be circulated within the agenda package.

Best regards,

Tyler Zamostny

SENT ELECTRONICALLY (barb.schellenberger@chatsworth.ca)

January 11, 2023

Township of Chatsworth
316837 Highway 6 RR#1
Chatsworth, ON N0H 1G0

ATTENTION: Barb Schellenberger, Acting Deputy Clerk, Town of Chatworth

Dear Barb Shellenberger,

RE: Application for Consent B09.2022
623496 Negro Creek Road
Roll No. 420436000500500
Part Lot 22, Concession 4 EGR
Geographic Township of Holland
Town of Chatsworth

(Beirnes)

Saugeen Valley Conservation Authority (SVCA) staff has reviewed the above-noted application as per our delegated responsibility from the Province to represent provincial interests regarding natural hazards identified in Section 3.1 of the Provincial Policy Statement (PPS, 2020) and as a regulatory authority under Ontario Regulation 169/06 (SVCA's Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses Regulation). SVCA staff has also provided comments as per our Memorandum of Agreement (MOA) with the Township of Chatsworth representing natural hazards.

In accordance with the *More Homes Built Faster Act, 2022*, which was passed last fall, amendments were made to the *Conservation Authorities Act* in support of Ontario's Housing Supply Action Plan, which came into effect January 1, 2023. Following the passing of these legislative amendments, a new Ontario Regulation 596/22 was made under the *Conservation Authorities Act* which also became effective January 1, 2023. Under this new regulation, conservation authorities are no longer able to review and provide commenting services on natural heritage for proposals under the *Planning Act*. However, given this application was received prior to January 1, 2023 and for the Township's benefit, we provide the following summary of natural heritage interests.

Purpose

To sever a vacant 2.0 hectare rural lot and retain an 8.14 hectare rural lot containing an existing dwelling and accessory building.

Staff have received and reviewed the following documents submitted with this application:

- 1) Notice of Public Meeting dated December 20, 2022.
- 2) Site plan and Consent Application, dated November 29, 2022.
- 3) Planning report completed by Ron Davidson
- 4) Environmental Impact Study (EIS) titled “Natural Heritage Environmental Impact Study” submitted by AWS Environmental Consulting Inc. dated October 2022.

Background

The subject parcel has recently received pre-submission consultation comments from SVCA for a proposed consent to sever. The parcel has also been subject to multiple consents, and a zoning by-law amendment under application Z04.2019, where SVCA comments for the proposed were given.

Further, SVCA staff has undertaken a desktop review of the property and provided pre-submission consultation comments dated February 17, 2022, for the currently proposed severance and development. SVCA staff were of the opinion that further information, in the form of a scoped Environmental Impact Study (EIS) was required to find the severance of the proposed lots acceptable. As such, an EIS was prepared and submitted by AWS Environmental Consulting Inc. dated October 2022 in support of the application. We elaborate in the following paragraphs.

Site Characteristics

Access to the site is provided via existing laneway approximately 45 meters west of the intersection of Negro Creek Road and Concession 3b. The lot features agricultural lands in the northeastern portion of the site, the remainder is designated as significant woodlands.

Recommendation

SVCA staff find the application acceptable, provided the recommendations within the Environmental Impact Study (EIS) titled “Natural Heritage Environmental Impact Study” submitted by AWS Environmental Consulting Inc. dated October 2022 are implemented.

Zoning and Official Plan

Administration and final interpretation of the Zoning By-law and Official Plan are the responsibility of the Town and/or County. We recommend you contact the Town of Chatsworth and/or the County of Grey to confirm the zoning status and/or designation of the property, and for all other items relating to the Zoning By-law and Official Plan.

Delegated Responsibility and Advisory Comments

SVCA staff has reviewed the proposed through our delegated responsibility from the Province to represent provincial interests regarding natural hazards identified in Section 3.1 of the Provincial Policy Statement (PPS, 2014). We have also reviewed the proposed through our responsibilities as a service provider to the County of Grey/Town of Chatsworth in that we provide expert advice and technical clearance on *Planning Act* applications with regards to natural hazards, and water resources as set out in the PPS 2014, County Official Plan and/or local official plans. Comments below only include features/technical requirements affecting the property.

Natural Hazards

As per SVCA staff review and the results of the EIS, there are no natural hazards affecting this lot.

Natural Heritage

In the opinion of SVCA staff, the subject property features Significant Woodlands, potentially Significant Wildlife Habitat, and potential Habitat of Endangered and Threatened Species. The following is a summary of Provincial, and County and heritage policies that affect the subject property.

Significant Woodlands

Significant Woodlands are identified as those which are greater than or equal to 40 hectares in size outside of settlement areas and can also be significant if there is overlap with Significant Valleylands, as per section 7.4 of the Grey County Official Plan. The forested portions of the subject property not currently used for agricultural purposes, are considered Significant Woodlands.

Provincial Policy Statement – Section 2.1

Section 2.1.5 b) of the PPS states that development and site alteration shall not be permitted in significant woodlands unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions; and further that, section 2.1.8 states development and site alteration shall not be permitted on adjacent lands to significant woodlands unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.

Grey County Official Plan Policies

It is SVCA staff's interpretation Section 7.4(1) of the Grey County OP states that no development or site alteration may be permitted on or within lands adjacent to significant woodlands unless it has been demonstrated through an environmental impact study (EIS) that there will be no negative impact on the feature.

An EIS was prepared and submitted by AWS Environmental Consulting Inc. dated October 2022 in support of this proposal. As such, it is SVCA staffs opinion that if the mitigation measures and concept site plan detailed within this report are met, the proposed severance and residential development would be in accordance with the natural heritage policies of the PPS (2020) and the Grey County OP.

Significant Wildlife Habitat

While mapping showing significant wildlife habitat is not included in the Grey County Official Plan, it has come to the attention of SVCA staff that significant wildlife habitat may be located on and/or within the vicinity of the subject property.

Provincial Policy Statement – Section 2.1

Section 2.1.5 d) of the PPS states that development and site alteration shall not be permitted in significant wildlife habitat unless it has been demonstrated that there will be no negative impacts on the habitat or it's ecological functions; and further that, section 2.1.8 states development and site alteration shall not be permitted on adjacent lands to significant wildlife habitat unless it has been demonstrated that there will be no negative impacts on the habitat or it's ecological functions.

Grey County Official Plan Policies

Section 7.10 of the Grey County OP states that development and site alteration is not permitted within significant wildlife habitat and their adjacent lands unless it has been demonstrated through an EIS that there will be no negative impact on the feature.

An EIS was prepared and submitted by AWS Environmental Consulting Inc. dated October 2022 in support of this proposal. As such, it is SVCA staffs opinion that if the mitigation measures and concept site plan detailed within this report are met, the proposed severance and residential development would be in accordance with the natural heritage policies of the PPS (2020) and the Grey County OP.

Habitat of Endangered and Threatened Species

It has come to the attention of SVCA staff that habitat of Endangered Species and Threatened Species may be located on or adjacent to the property.

Provincial Policy Statement – Section 2.1

Section 2.1.7 of the PPS states that development and site alteration shall not be permitted in habitat of endangered species and threatened species, except in accordance with provincial and federal requirements.

Grey County Official Plan Policies

Section 7.10 (2) of the Grey County OP states that no development or site alteration will be permitted within the Habitat of Threatened / Endangered Species except in accordance with provincial and federal requirements; and that, no development or site alteration will be permitted within the adjacent lands (120 metres) to these areas unless it has been demonstrated through an EIS that there will be no negative impacts on the natural features or their ecological functions. The adjacent lands are defined in Section 9.18 of the OP and through provincial and federal requirements.

An EIS was prepared and submitted by AWS Environmental Consulting Inc. dated October 2022 in support of this proposal. As such, it is SVCA staffs opinion that if the mitigation measures and concept site plan detailed within this report are met, the proposed severance and residential development would be in accordance with the natural heritage policies of the PPS (2020) and the Grey County OP.

Drinking Water Source Protection / Water resources

The subject property appears to SVCA staff to not be located within an area that is subject to the local Drinking Water Source Protection Plan. To confirm, please contact Carl Seider or Karen Gillian, Risk Management Official (RMO).

Statutory Comments

SVCA staff has reviewed the application as per our responsibilities as a regulatory authority under Ontario Regulation 169/06 (SVCA's Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses Regulation). This regulation, made under Section 28 of the *Conservation Authorities Act*, enables SVCA to regulate development in or adjacent to river or stream valleys, Great Lakes and inland lake shorelines, watercourses, hazardous lands and wetlands. Subject to the CA Act, development taking place on or adjacent to these lands may require permission from SVCA to confirm that the control of flooding, erosion, dynamic beaches, pollution or the conservation of land are not affected. SVCA also regulates the alteration to or interference in any way with a watercourse or wetland.

SVCA Permission for Development or Alteration

The parcel does not contain SVCA Regulated Area. As such, permission from this office is not required.

Summary

SVCA staff has reviewed your proposal in accordance with our Memorandum of Agreement (MOA) with the Town of Chatsworth and as per our mandated responsibilities for natural hazard management, including our regulatory role under the *Conservation Authorities Act*.

An EIS was prepared and submitted by AWS Environmental Consulting Inc. dated October 2022 in support of this proposal. As such, it is SVCA staff's opinion that if the mitigation measures and concept site plan detailed within this report are met, the proposed severance and residential development

would be in accordance with the natural heritage policies of the PPS (2020) and the Grey County OP. It is SVCA staff's opinion these mitigation measures should be implemented through site plan control, zoning by-law amendment, or by other means the Town deems appropriate, which should limit development within the concept building envelope.

Provided the above recommendations are implemented, it is the opinion of the SVCA staff that:

- 1) Consistency with Section 3.1, Natural Hazard policies of the PPS would be demonstrated.
- 2) Consistency with Section 2.1, Natural Heritage policies of the PPS would be demonstrated; with the exception of habitat of threatened and endangered species, which the applicant must address directly with MECP.
- 3) Consistency with local planning policies for natural hazards and natural heritage would be demonstrated; with the exception of habitat of threatened and endangered species, which the applicant must address directly with MECP.

Please inform this office of any decision made by Town/County with regard to this application. We respectfully request to receive a copy of the decision and notice of any appeals filed.

SVCA staff has provided comments for the proposed based on review of available mapping and information that is currently available. There is no guarantee these comments will remain unchanged indefinitely.

Should you have any questions, please contact the undersigned at m.cook@svca.on.ca.

Sincerely,



Michael Cook
Environmental Planning Technician
Saugeen Conservation

MC/

cc: Peter Whitten, Authority Member representing Chatsworth, SVCA (via email)
Karl Shipprack, CBO, Town of Chatsworth (via email)
Ron Davidson, Township Planner, Town of Chatsworth (via email)
Tyler Zamostny, Administrative Support/Planning, Town of Chatsworth (via email)
Patty Sinnamon, Committee of Adjustment Secretary-Treasurer, Town of Chatsworth (via email)



Planning and Development

595 9th Avenue East, Owen Sound Ontario N4K 3E3
519-372-0219 / 1-800-567-GREY / Fax: 519-376-7970

September 28th, 2023

Ron Davidson
Township of Chatsworth
316837 Highway 6, RR 1
Chatsworth, ON
N0H 1G0

RE: Zoning By-law Amendment Z08.2023
Part Lot 22, Concession 4 EGR (623496 Negro Creek Road)
Township of Chatsworth (geographic Township of Holland)
Roll: 420436000500503
Owners/Applicants: Edward Beirnes

Dear Mr. Davidson,

This correspondence is in response to the above noted application. We have had an opportunity to review the application in relation to the Provincial Policy Statement (PPS) and the County of Grey Official Plan (OP). We offer the following comments.

The purpose and effect of the subject application is to amend the 'A1-205' zoning of the subject lands by reducing the minimum lot area and frontage requirements for the severed and retained parcels and also by applying certain restrictions on the severed parcel in order to protect natural heritage features. This amendment will fulfill a condition of severance.

Provided our comments relating to severance application B09/22 have been addressed; County Planning staff have no concerns.

The County requests notice of any decision rendered with respect to this file.

If you wish to discuss this matter further, please contact me.

Yours truly,

Derek McMurdie
Planner

Page 2
September 28th, 2023

(519) 372 0219 ext. 1239
Derek.McMurdie@grey.ca
www.grey.ca



Planning and Development

595 9th Avenue East, Owen Sound Ontario N4K 3E3
519-372-0219 / 1-800-567-GREY / Fax: 519-376-7970

January 19th, 2023

Ron Davidson
Township of Chatsworth
316837 Highway 6, RR 1
Chatsworth, ON
N0H 1G0

RE: Consent Application B09/2022
Part Lot 22, Concession 4 EGR (623496 Negro Creek Road)
Township of Chatsworth (geographic Township of Holland)
Roll: 420436000500503
Owners/Applicants: Edward Beirnes

Dear Mr. Davidson,

This correspondence is in response to the above noted application. We have had an opportunity to review the application in relation to the Provincial Policy Statement (PPS) and the County of Grey Official Plan (OP). We offer the following comments.

The purpose and effect of the subject application is to sever a vacant 2-hectare rural lot with a lot frontage of 120 metres and retain an 8.14-hectare rural lot with a lot frontage of 167 metres containing an existing dwelling and accessory building.

Schedule A of the County OP designates the subject lands as 'Rural'. Section 5.4.3(1) states,

All consents for new lot development shall be no smaller than 0.8 hectares in area, and the maximum lot density shall not be exceeded as outlined in Table 9 below. The lot density is determined based on the original Township lot fabric (i.e. as determined by the original crown survey) and shall be pro-rated up or down based on the size of the original Township lot. Any proposed increase to this maximum lot density will require an amendment to this Plan, and will require justification as to the need for additional Rural lot creation.

Table 9: Permitted Rural Severances based on Original Township Lot Size

Original Township Lot Size (in hectares)	Number of Severances Permitted	Total Lots Permitted including the Severed and the Retained
20	1	2
40	3	4
60	4	5
80	5	6

In order to avoid narrow linear parcels of land, the frontage-to-depth ratio for non-farm sized lots (see Diagram 1 below) shall be a maximum of 1:3 and the lot must conform to the appropriate zoning by-law in reference to minimum lot frontage and other applicable provisions. Justification to go beyond the 1:3 frontage-to-depth ratio shall be justified in a development application, but will not require an amendment to this Plan.

The size of the original township lot is 50 hectares. The original township currently has 2 lots. An additional lot creation would be within the maximum County OP rural lot density criteria. Further, the severed lot is greater in area than 0.8 hectares. The frontage-to-depth ratio for the lot is greater than 1:3. Therefore, County Planning staff have no concerns.

Section 5.2.2(5) of the County OP states,

New land uses, including the creation of lots, and new or expanding livestock facilities shall comply with the Provincial MDS formulae. Municipal comprehensive zoning by-laws shall incorporate Provincial MDS formulae.

The applicant did not submit MDS calculations with the subject application, but in the planning report prepared by Ron Davidson, it was noted that MDS was reviewed and achieved for the subject lands through a previous severance application in 2019, and a recent building permit application for a house on the subject property. Provided Chatsworth staff are satisfied that MDS I can be achieved for the new lot, County Planning staff have no concerns.

Section 8.9.1(4) of the County OP states,

The following hierarchy of water or sanitary servicing options will be used to evaluate any development applications within the County, except where specific exclusions are made through this Plan or where more detailed policies have been developed in a local official plan or secondary plan. The feasibility of the options will be considered in the following order of priority which will be assessed through a Servicing Options Study in accordance with the Ministry of the Environment,

Conservation and Parks (MECP) D-5-3 Series Guidelines, or any subsequent update to these Guidelines:

d) Individual on-site sewage services and individual on-site water services in accordance with the policies contained in Section 8.9.1.

From a general planning perspective, it should be ensured that the subject site can safely provide on-site sewage and on-site water servicing.

Appendix A of the County OP indicates the subject lands are near to 'Hazardous Forest Types for Wildland Fires'. Section 7.8(2) states,

Development may however be permitted in lands with Hazardous Forest Types for Wildland Fire where the risk is mitigated in accordance with the 'Wildland Fire Assessment and Mitigation Standards'. Risk mitigation should be addressed as part of an environmental impact study or foresters study.

An EIS was submitted with the application; however, mitigation measures regarding the Hazardous Forest Types for Wildland Fires were not included. As this mapping is approximate, County Planning staff recommend that further input from the EIS consultant be provided to determine if mitigation measures are required to ensure that any new development is not at an increased risk of fire damage.

Appendix B of the County OP indicates the subject lands contain 'Significant Woodlands'. Section 7.4(1) states,

No development or site alteration may occur within Significant Woodlands or their adjacent lands unless it has been demonstrated through an environmental impact study, as per Section 7.11 of this Plan, that there will be no negative impacts on the natural features or their ecological functions. Adjacent lands are defined in Section 7 and 9.18 of this Plan.

An EIS was submitted, as well as comments from the Conservation Authority. Provided the mitigation measures in the EIS are followed; County Planning staff have no concerns. Should the applicant seek to injure or destruct trees on lands that extend more than 15 metres from the outer edge of which a Building Permit has been issued, staff recommend consulting the County's Forestry Management By-law <http://grey.ca/forests-trails>. An exemption to the by-law includes the injuring or destruction of trees required in order to install and provide utilities to the construction or use of the building, structure or thing in respect of which a Building Permit has been issued.

Provided that the municipality is satisfied that MDS I is achieved for the proposed new lot, mitigation measures are considered to address the Hazardous Forest Type Wildland Fires, and the EIS mitigation measures are implemented to limit negative impacts on Significant Woodlands; County Planning staff have no concerns with the subject application.

The County requests notice of any decision rendered with respect to this file.

If you wish to discuss this matter further, please contact me.

Yours truly,

A handwritten signature in black ink that reads "Derek McMurdie". The signature is written in a cursive, flowing style.

Derek McMurdie
Planner
(519) 372 0219 ext. 1239
Derek.McMurdie@grey.ca
www.grey.ca

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH
DRAFT BY-LAW

BEING a By-law to amend Zoning By-law No. 2015-61, being entitled the Township of Chatsworth Comprehensive Zoning By-law, (Part Lot 22, Concession 4 EGR, Geographic Township of Holland, Township of Chatsworth, 623496 Negro Creek Road, File #Z08/2023)

WHEREAS the Council of the Corporation of the Township of Chatsworth deems it in the public interest to pass a By-law to amend Zoning By-law No. 2015-61; and

WHEREAS pursuant to the provisions of Sections 34 of the Planning Act, R.S.O. 1990, as amended, By-laws may be amended by Councils of Municipalities;

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

1. Schedule "17" to Zoning By-law No. 2015-61 is hereby amended by changing the zone symbols affecting the lands described as Part Lot 22, Concession 4 EGR, Geographic Township of Holland, Township of Chatsworth from A1-205 and A1-205-h1 to A1-205, A1-205-h1, A1-259 and A1-259-h1 as shown more particularly on Schedule "A" attached hereto.
2. Section 27 of By-law No. 2015-61 is hereby amended by deleting Section 27.205.
3. Section 27 of By-law No. 2015-61 is hereby amended by adding the following:

27.205 **A1-205** Lands within the A1-205 zone shown on Schedule 17 and described as Part Lot 22, Concession 4 EGR, Geographic Township of Holland, Township of Chatsworth shall be used in accordance with the A1 zone provisions excepting however that:

(I) Minimum lot area: 8.0 hectares

(II) Minimum lot frontage: 167 metres

27.259 **A1-259** Lands within the A1-259 zone shown on Schedule 17 and described as Part Lot 22, Concession 4 EGR, Geographic Township of Holland, Township of Chatsworth shall be used in accordance with the A1 zone provisions excepting however that:

(I) Minimum lot area: 2.0 hectares

(II) Minimum lot frontage: 120 metres
4. This By-law shall come into force and take effect upon being passed by Council subject to any approval necessary pursuant to the Planning Act, R.S.O. 1990, as amended.

READ a first and second time this ____ day of October, 2023.

READ a third time and finally passed this ____ day of October, 2023.

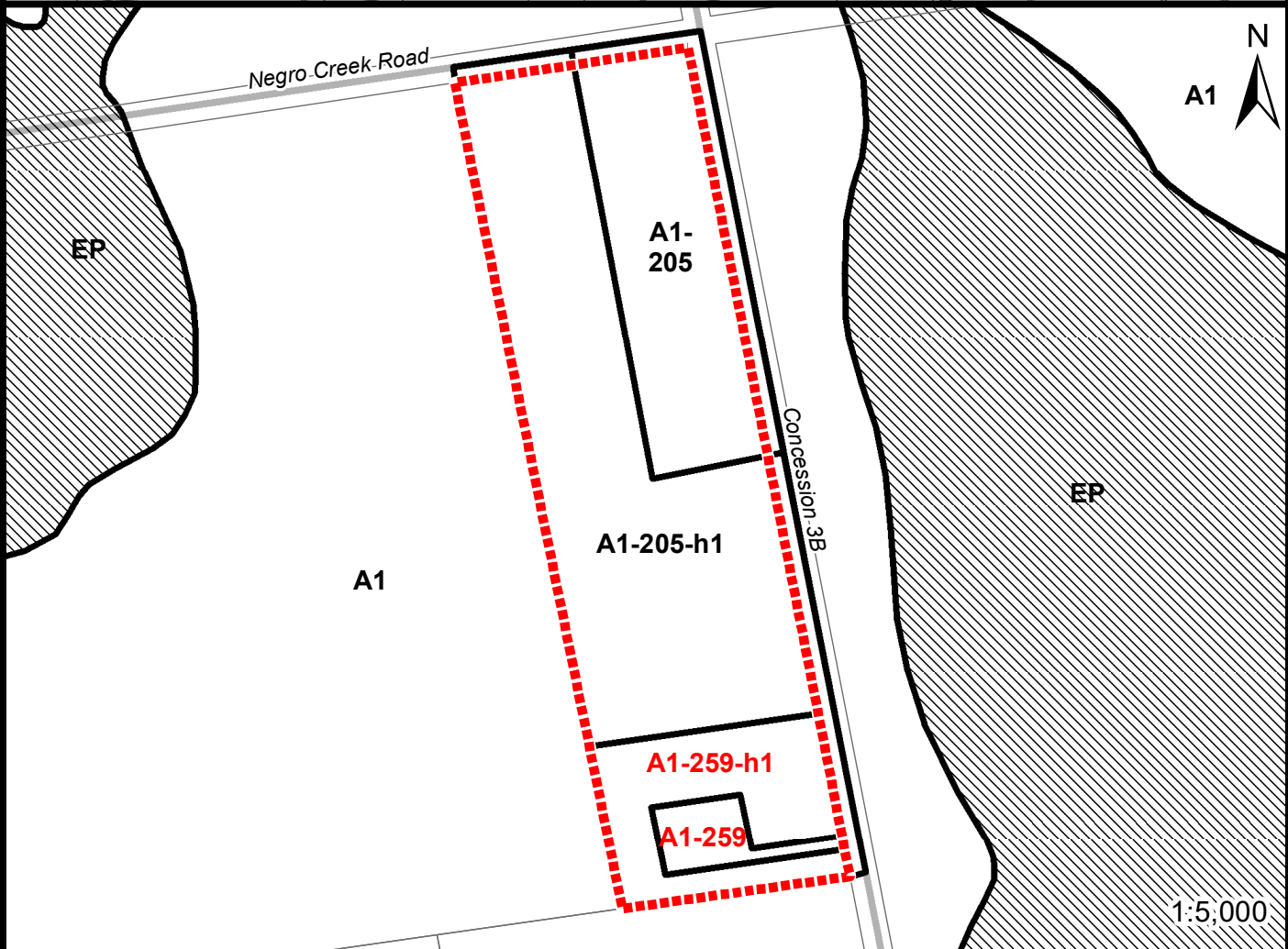
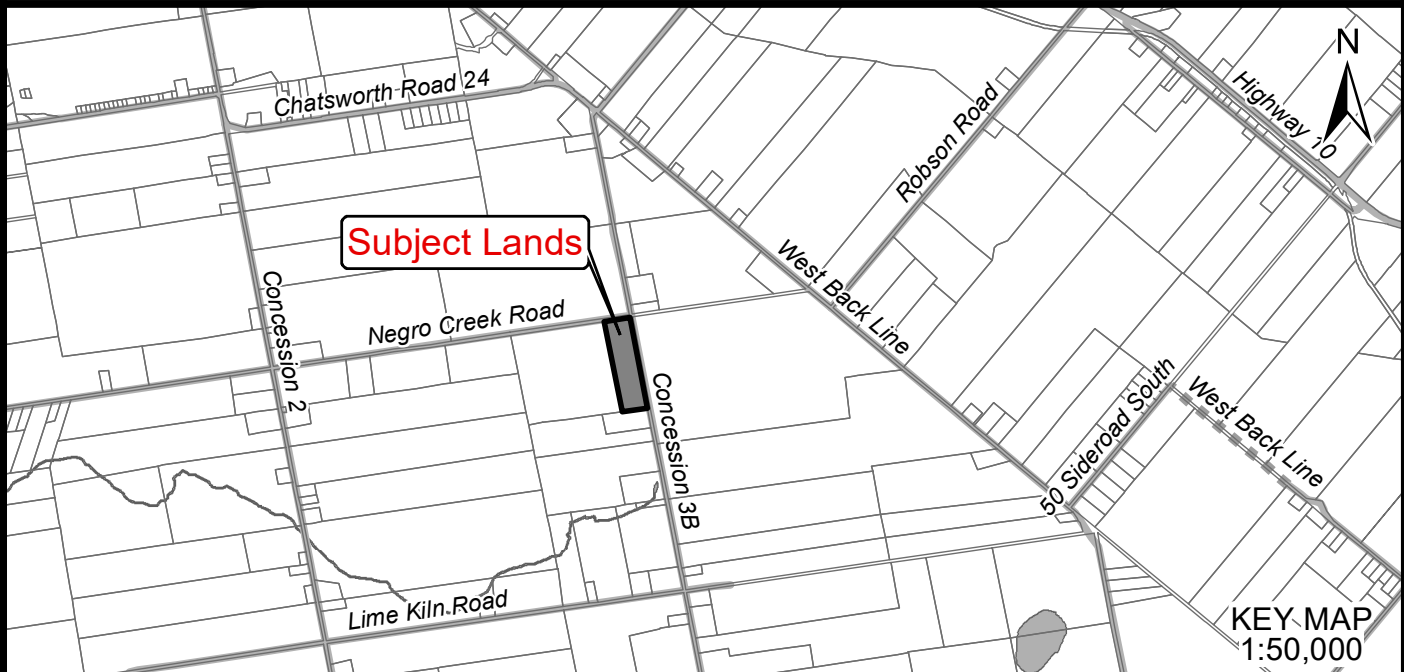
Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

TOWNSHIP OF CHATSWORTH

DRAFT BY-LAW Z08/2023

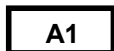
SCHEDULE A



LEGEND



Subject Lands



A1

Rural



EP

Environmental Protection

Township of Chatsworth
ZBA Application

2. Subject Property

Municipal Address (if applicable) _____

Assessment Roll Number 42-04-_____

Former Municipality: Village of Chatsworth ☐ Holland Township ☐ Sullivan Township ☐

Lot _____ Concession _____ Registered Plan No. _____

Lot _____ Reference Plan _____

3. Dimensions of Subject Property (in metric)

Area: 2.95 ^{acres} ~~hectares~~ Frontage: 370 ^{feet} ~~metres~~ Depth: _____ metres

4. When did the current Owner acquire the subject property? 2020

5. What is the existing use of the subject property? How long has that use existed on this property? residential in excess of twenty years.

6. What is the proposed use of the subject property? residential.

7. What is the purpose of the Zoning By-law Amendment?

Be specific. Attach additional sheets if necessary.

temporary use for garden suite.

8. If the Zoning By-law Amendment is to implement an alteration to the boundary of a settlement area, please provide details of the Official Plan or Official Plan Amendment that deal with the matter. (Attach additional sheets if necessary)

9. If the Zoning By-law Amendment is to remove land from an employment area, please provide details of the Official Plan or Official Plan Amendment that deal with the matter. Attach additional sheets if necessary.

10. What is the land use designation of the subject lands according to the County of Grey Official Plan? _____

11. What is the Zoning of the subject lands according to the Township of Chatsworth Zoning By-law? A1-209.

12. Provide the following details for all buildings, existing and proposed:
(Use a separate page if necessary)

Buildings	Use of Building	Date of Construction	Ground Floor Area (m ²)	Total Floor Area (m ²)	No. of Storeys	Height (m)
Existing Building No. 1	residential	1994	1056 sqft.		1	
Existing Building No. 2	residential	2000	1152 sqft.		1	
Existing Building No. 3						
Existing Building No. 4						
Existing Building No. 5						
Proposed Building No. 1						
Proposed Building No. 2						
Proposed Building No. 3						

13. Indicate the type of servicing:

Type of Servicing	Existing	Proposed
Water Servicing (Municipal, Communal , Private Well)	private well	same
Sewer Servicing (Communal, Private Septic)	private septic	same.
Storm Servicing (Storm Sewer, Ditches, Swales)		

14. Indicate the type of road access:

<input checked="" type="checkbox"/>	<input type="checkbox"/>	Provincial Highway
<input type="checkbox"/>	<input type="checkbox"/>	County Road
<input type="checkbox"/>	<input type="checkbox"/>	Municipal Road, open year-round
<input type="checkbox"/>	<input type="checkbox"/>	Municipal Road, not maintained year-round
<input type="checkbox"/>	<input type="checkbox"/>	Private Right of Way

What is the name of the road, if applicable? Highway 10.

15. Has the Applicant or Owner made application for any of the following, either on or within 120 metres of the subject land?

Official Plan Amendment	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Zoning By-law Amendment	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Minor Variance	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Consent	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Plan of Subdivision	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Site Plan Control	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

If the answer to any of the above is "yes", please provide the following information:

File No. of Application: _____

Approval Authority: _____

Purpose of Application: _____

Status of Application: _____

Effect on the Current Application for Amendment: _____

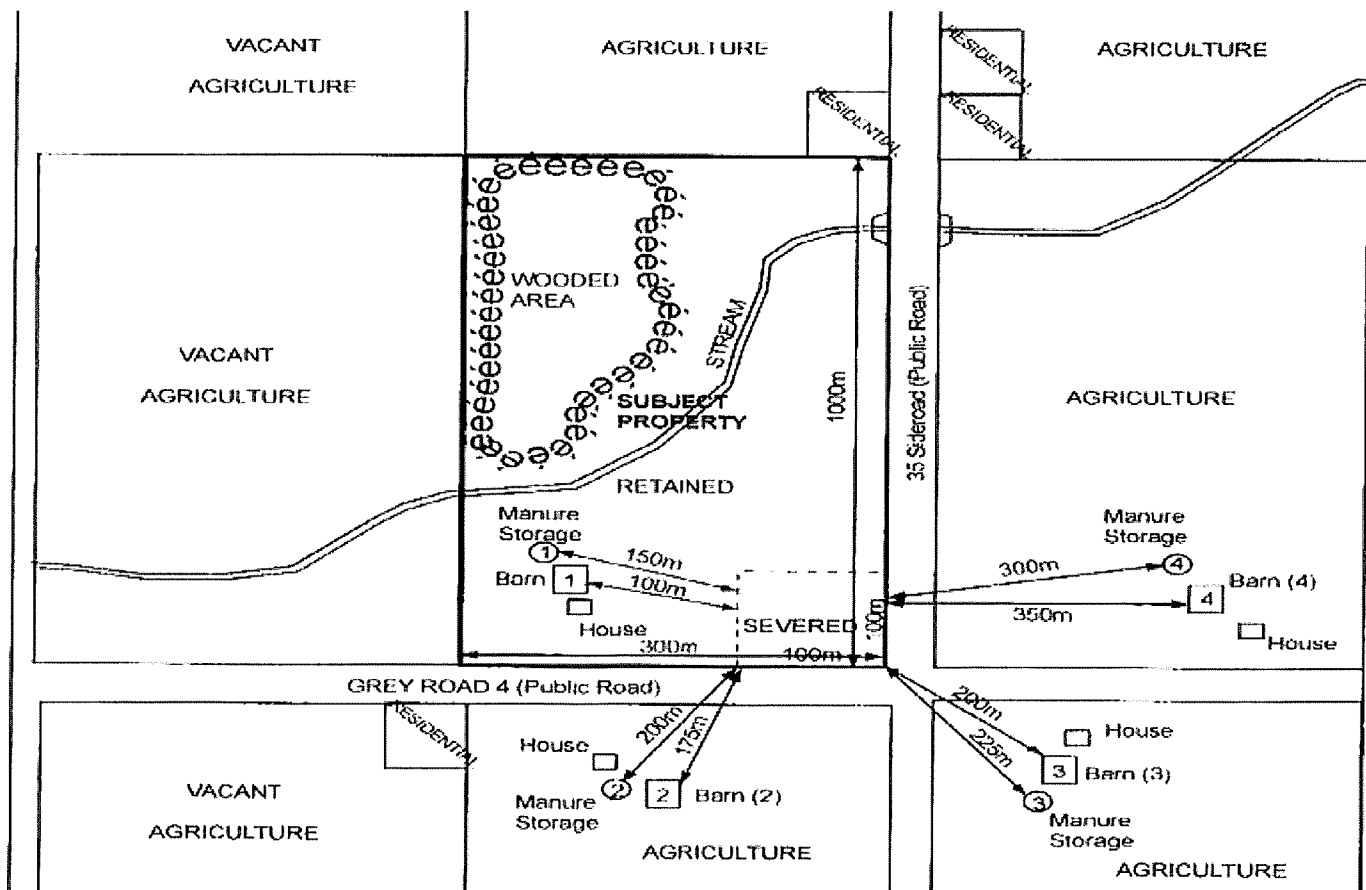
17. List the titles of any supporting documents submitted with this Application:
(ie Planning Report, Environmental Impact Study, Storm Water Management Report, etc.)

18. Required Drawing

A drawing prepared to scale on an 11" x 14" sheet of paper is required showing:

- the north arrow;
- the lands that are owned by the owner/applicant, including dimensions;
- the lands that only subject to the application, if different from the above, including dimensions;
- the location of all open and unopen roads that abut the subject property;
- the location of all buildings or structures on the subject property, including setbacks from lot lines;
- the location of the septic system and well, if applicable;
- the location of driveways and parking areas on the subject property;
- the location of other features on the property including forested areas, watercourses;
- the location of easements on the subject property, if applicable;
- the uses of the adjacent lands;
- the location of all barns and manure storage facilities on the subject property and on lands within 500 metres of the subject property;

Sample Drawing





Legend

- Grey County Boundary
- Large Scale Roads
 - Provincial Highway
 - County Road
 - Township Road
 - Seasonal Road
- Parcels - Current
- Parcels - Base

Notes

776320 Highway 10 - Johnstone

0 0 0 Kilometers

WGS_1984_Web_Mercator_Auxiliary_Sphere
© County of Grey



This map is a user generated static output from an Internet mapping site and is for reference only.
Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

Printed August 14, 2023

THIS MAP IS NOT TO BE USED FOR NAVIGATION

**NOTICE OF A COMPLETE APPLICATION
AND NOTICE OF A PUBLIC MEETING
CONCERNING A PROPOSED ZONING BY-LAW AMENDMENT**

TAKE NOTICE that the Corporation of the Township of Chatsworth is in receipt of a complete application for a Zoning By-law Amendment under Section 34 of the Planning Act, R.S.O. 1990, as amended.

AND TAKE FURTHER NOTICE that Council of the Corporation of the Township of Chatsworth will hold a Public Meeting on **Wednesday, October 4, 2023 at 9:30 a.m.** in the Municipal Council Chambers to consider the proposed Zoning By-law Amendment, as per the requirements of Section 34 of the Planning Act, R.S.O. 1990, as amended.

The following information is relevant to the application:

File No.: Z10/2023

Owner: William and Una Johnstone

Legal Description: Part Lot 55, Concession 1 SWTSR, Geographic Township of Holland, Township of Chatsworth

Address: 776320 Highway 10

Assessment Roll No: 42-04-360-003-10410

Purpose: To extend the Temporary Use Zoning of the site to allow for the existing garden suite in the form of a mobile home to be permitted for another three years.

The lands subject to rezoning are designated 'Rural' on Schedule A to the County of Grey Official Plan.

A map showing the location of the property is attached.

ANY individuals, corporations and public bodies may attend the Public Meeting and/or make written or verbal representation either in support of or in opposition to the proposed Zoning By-law Amendment. An individual, corporation or public body that does not make an oral submission at the public meeting or make a written submission to the Township of Chatsworth with regard to the Zoning By-law Amendment prior to the amendment being adopted is not entitled to appeal the Zoning By-law Amendment, nor is such person entitled to be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

ADDITIONAL information relating to the proposed Zoning By-law Amendment may be obtained by contacting the Township Office at Ext. 129.

DATED this 12th day of September, 2023

Patty Sinnamon, CAO / Clerk
Township of Chatsworth
316837 Highway 6
R.R. #1 CHATSWORTH, Ontario
N0H 1G0
Tel. (519) 794-3232 Ext. 124

Fax (519) 794-4499

Aerial GIS Photo of Subject Property – Z10/2023



Aerial GIS Photo of Subject Property – Z10/2023



From: Mike Givens <mike.givens@chatsworth.ca>
Sent: Wednesday, September 13, 2023 9:27 AM
Subject: Re: Chatsworth Zone Amendment: File Z10/2023, Una & William Johnstone (Karleigh Johnstone), 776320 Highway 10

No concerns as long as the Garden Suite remains compliant with the Ontario Fire Code.

Mike Givens, Fire Chief/CFPO/CEMC
Township of Chatsworth Fire Department
519-794-3188
mike.givens@chatsworth.ca



CONFIDENTIALITY NOTE: The information in this email is confidential and may be privileged. If you are not the intended recipient, please notify the sender you received it in error and delete it from your computer. Please consider the environment before printing this message.

From: Emma Fidler <emma.fidler@chatsworth.ca>
Sent: Tuesday, September 12, 2023 3:24 PM
Subject: Chatsworth Zone Amendment: File Z10/2023, Una & William Johnstone (Karleigh Johnstone), 776320 Highway 10

Good afternoon,

Re: File: Z10/2023
Legal: Part Lot 55, Concession 1 SWTSR (Holland)
Civic: 776320 Highway 10

You will find attached the following item:

- Notice of Public Meeting Z10/2023
- Submitted application Z10/2023 – Redacted

Should you have any comments for the public record they would be appreciated by September 27, 2023 and can be emailed to tyler.zamostny@chatsworth.ca. Once submitted, your comments will be circulated within the agenda package.

Kind regards,
Emma Fidler

From: Building <building@chatsworth.ca>
Sent: Wednesday, September 13, 2023 3:02 PM
To: Emma Fidler <emma.fidler@chatsworth.ca>
Subject: Re: Chatsworth Zone Amendment: File Z10/2023, Una & William Johnstone (Karleigh Johnstone), 776320 Highway 10

Building has no concerns.

Karl Schipprack

Chief Building Official



Township of Chatsworth

316837 Highway 6, RR 1, Chatsworth ON N0H 1G0

Phone 519-794-3232 Ext 128 | Fax 519-794-4499 | www.chatsworth.ca

“Chatsworth Community Hub -where neighbours meet and community is built”

CONFIDENTIALITY NOTE: The information in this email is confidential and may be privileged. If you are not the intended recipient, please notify the sender you received it in error and delete it from your computer. Please consider the environment before printing this message.

From: Emma Fidler <emma.fidler@chatsworth.ca>
Sent: Tuesday, September 12, 2023 3:24 PM
Subject: Chatsworth Zone Amendment: File Z10/2023, Una & William Johnstone (Karleigh Johnstone), 776320 Highway 10

Good afternoon,

Re: File: Z10/2023
Legal: Part Lot 55, Concession 1 SWTSR (Holland)
Civic: 776320 Highway 10

You will find attached the following item:

- Notice of Public Meeting Z10/2023
- Submitted application Z10/2023 – Redacted

Should you have any comments for the public record they would be appreciated by September 27, 2023 and can be emailed to tyler.zamostny@chatsworth.ca. Once submitted, your comments will be circulated within the agenda package.

Kind regards,

Emma Fidler



Planning and Development

595 9th Avenue East, Owen Sound Ontario N4K 3E3
519-372-0219 / 1-800-567-GREY / Fax: 519-376-7970

September 19th, 2023

Ron Davidson
Township of Chatsworth
316837 Highway 6, RR 1
Chatsworth, ON
N0H 1G0

RE: Zoning By-law Z10/2023
Part Lot 55, Concession 1 SWTSR (823737 Massie Road)
Township of Chatsworth (geographic Township of Holland)
Roll: 420436000310410
Owners/Applicants: William and Una Johnstone

Dear Mr. Davidson,

This correspondence is in response to the above noted application. We have had an opportunity to review the application in relation to the Provincial Policy Statement (PPS) and the County of Grey Official Plan (OP). We offer the following comments.

The purpose and effect of the subject application is to extend the Temporary Use Zoning of the site to allow for the existing garden suite in the form of a mobile home to be permitted for another three years.

Schedule A of the County OP designates the subject lands as 'Rural'. Section 5.2.1(6) states,

Additional residential units are permitted in the main house and in a non-agricultural accessory structure, provided the appropriate servicing is available and it is not located within hazard lands. Additional residential units and garden suites are required to be in the farm cluster

In addition, Section 4.2.6 states,

The County will encourage development of garden suites. Council or the local municipality will require a temporary use by-law to be passed to allow the temporary use of land for garden suites. This by-law must not exceed 20 years, but council may through by-law grant further periods of not more than three years

each. At the end of 20 years, consideration by council could be given to making a garden suite permanent.

The garden suite is located directly next to the primary dwelling and therefore would be considered as being in the farm cluster and the proposed temporary by-law would permit the garden suite for three years. Provided municipal Building staff are satisfied that the garden suite is up to code; County Planning staff have no concerns.

Schedule B of the County OP indicates that the subject lands contain 'Aggregate Resource Area'. Section 5.6.2(1) states,

The Aggregate Resource Area land use type on Schedule B act as overlays on top of other land use types shown on Schedule A to the Plan. Where the Aggregate Resource Area overlaps an Agricultural, Special Agricultural, Rural, or Hazard Lands land use type, the policies and permitted use of the underlying land use types shall apply until such time as the site is licensed for sand, gravel, or bedrock extraction.

The subject site is not currently licensed for sand, gravel, or bedrock extraction; therefore, the Rural designation policies apply. County Planning staff have no concerns.

Appendix A of the County OP indicates that the subject lands are near 'Wildland Fire – Hazardous Forest Types'. The proposal does not propose new development. Further, the existing development is located in a cleared portion of the subject property. Therefore, County Planning staff have no concerns.

Appendix B of the County OP indicates that the subject lands contain 'Significant Woodlands' and is within the adjacent lands of 'Other Wetlands'. The proposal does not propose any new structures or uses and would only continue to permit the use of the existing garden suite; therefore, County Planning staff have no concerns.

Should the applicant seek to injure or destruct trees on lands that extend more than 15 metres from the outer edge of which a Building Permit has been issued, staff recommend consulting the County's Forestry Management By-law <http://grey.ca/forests-trails>. An exemption to the by-law includes the injuring or destruction of trees required in order to install and provide utilities to the construction or use of the building, structure or thing in respect of which a Building Permit has been issued.

Provided Chatsworth Building staff are satisfied that the garden suite is up to code; County Planning staff have no concerns with the subject application.

The County requests notice of any decision rendered with respect to this file.

Page 3
September 19th, 2023

If you wish to discuss this matter further, please contact me.

Yours truly,

A handwritten signature in black ink that reads "Derek McMurdie". The signature is written in a cursive, flowing style.

Derek McMurdie
Planner
(519) 372 0219 ext. 1239
Derek.McMurdie@grey.ca
www.grey.ca

SENT BY EMAIL: barb.schellenberger@chatsworth.ca and tyler.zamostny@chatsworth.ca

September 19, 2023

Township of Chatsworth
316837 Highway 6, R.R. #1
Chatsworth, Ontario N0H 1G0

Attention: Barb Schellenberger, Deputy Clerk, Town of Chatworth

Dear Barb Schellenberger,

RE: Z10/2023 (Johnstone)
776320 Highway 10
Roll No.: 420436000310410
Geographic Township of Holland
Township of Chatsworth

Saugeen Valley Conservation Authority (SVCA) staff has reviewed the above-noted application as per our delegated responsibility from the Province to represent provincial interests regarding natural hazards identified in Section 3 of the Provincial Policy Statement (PPS, 2020) and as a regulatory authority under Ontario Regulation 169/06 (SVCA's Development, Interference with Wetlands, and Alterations to Shorelines and Watercourses Regulation). Staff has also provided comments as per our Memorandum of Agreement (MOA) with the County of Grey representing natural hazards. The application has also been reviewed through our role as a public body under the Planning Act as per our CA Member approved Environmental Planning and Regulations Policies Manual, amended October 16, 2018. Finally, we have screened the application to determine the applicability of the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Plan, prepared under the Clean Water Act, 2006.

Purpose

The purpose of the application is to extend the Temporary Use Zoning of the site to allow for the existing garden suite in the form of a mobile home to be permitted for another three years.

Recommendation

SVCA staff find the application acceptable. The subject property does not contain any natural hazard features or other environmental features of interest to SVCA. As such, it is the opinion of SVCA staff that the application is consistent with the Natural Hazard Policies of the PPS, 2020 and the County of Grey Official Plan. The property is not subject to Ontario Regulation 169/06, or to

the policies of SVCA at this time, and as such, permission (permit) from the SVCA is not required for development on the property.

Furthermore, the property appears to SVCA staff to not be located within an area that is subject to the local Drinking Water Source Protection Plan.

Please inform this office of any decision made by the planning approval authority with regards to the application. We respectfully request to receive a copy of the decision and notice of any appeals filed. Should you have any questions, please contact the undersigned.

Sincerely,



Michael Oberle
Environmental Planning Technician
Saugeen Conservation
MO\

cc: Peter Whitten, Authority Member representing Chatsworth, SVCA (via email)
Karl Shipprack, CBO, Township of Chatsworth (via email)
Ron Davidson, Planner, Township of Chatsworth (via email)

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH
DRAFT BY-LAW

BEING a By-law to amend Zoning By-law No. 2015-61, being entitled the Township of Chatsworth Comprehensive Zoning By-law, (Part Lot 55, Concession 1 SWTSR, Geographic Township of Holland, Township of Chatsworth, 776320 Highway 10, File #Z10/2023)

WHEREAS the Council of the Corporation of the Township of Chatsworth deems it in the public interest to pass a By-law to amend Zoning By-law No. 2015-61;

AND WHEREAS pursuant to the provisions of Sections 34 and 39 of the Planning Act, R.S.O. 1990, as amended, By-laws may be amended by Councils of Municipalities;

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

1. Section 27 of By-law No. 2015-61 is hereby amended by deleting Section A1-209 and replacing it with the following:

27.209 A1-209 Lands within the A1-209 zone shown on Schedule 24 and described as Part Lot 55, Concession 1 SWTSR, Geographic Township of Holland, Township of Chatsworth shall be used in accordance with the A1 zone provisions excepting however that:
 - (I) A garden suite in the form of a mobile home shall be permitted until October 18, 2026. The garden suite shall be situated no closer than 17 metres from the front lot line.
2. The lands shall be subject to a Temporary Use Agreement under Section 39(1) of the Planning Act (R.S.O. 1990).
3. This By-law shall come into force and take effect upon being passed by Council subject to any approval necessary pursuant to the Planning Act, R.S.O. 1990, as amended.

READ a first and second time this _____ day of _____, 2023.

READ a third time and finally passed this _____ day of _____, 2023.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH
BY-LAW NUMBER 2023-53

Being a By-law to authorize the Mayor and CAO Clerk to sign an agreement to acquire an easement over a portion of the lands described as Lot 10, Plan 1030 in the Township of Chatsworth, County of Grey; and known as 822808 Sideroad 1 between Adam Justin Bell and Charlene Lorraine Bell and the Corporation of the Township of Chatsworth

WHEREAS the Council of the Township of Chatsworth deems it necessary to sign the agreement to acquire an easement over a portion of the lands for the purposes of constructing and maintaining a drainage outlet (site drainage improvement works); and

WHEREAS section 9, 10, and 11 of the Municipal Act, S.O. 2001, Chapter 25, provides for the municipality to pass by-laws in respect to general municipal powers.

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

1. THAT the Mayor and CAO Clerk of the Township of Chatsworth are hereby authorized to sign an Easement Agreement for the purposes of constructing and maintaining a drainage outlet, a copy of which is attached hereto as Schedule "A", and is hereby declared to form part of this by-law.
2. THAT this by-law shall come into force and take effect on the date of its final passing.

READ a first and second time this 4th day of October, 2023.

READ a third time and finally passed this 4th day of October, 2023.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

THIS EASEMENT AGREEMENT made this 4th day of October, 2023

BETWEEN:

ADAM JUSTIN BELL AND CHARLENE LORRAINE BELL
(hereinafter referred to as “the Owners’)

- And

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH
(hereinafter referred to as “the Municipality”)

WHEREAS the Grantors are the registered Grantors of lands legally described as Lot 10, Plan 1030 in the Township of Chatsworth, County of Grey; and known as 822808 Sideroad 1, Chatsworth, Ontario.

AND WHEREAS the Municipality wishes to acquire an easement over a portion of the lands owned by the Owner for the purposes of constructing and maintaining a drainage outlet (site drainage improvement works).

AND WHEREAS the grantor hereby accepts such site drainage improvement works and easement conveyed herein.

AND WHEREAS the parties hereto are desirous of entering into a written agreement to allow for the site drainage improvements works to be constructed and maintained on the lands owned by the Grantors.

NOW THEREFORE the Parties hereto agree as follows:

1. The Grantors hereby agree to grant to the Municipality a perpetual, non-exclusive access by the following easement to erect, maintain, operate, repair, replace, upgrade, reconstruct at any time and from time to time, the necessary drainage works for the purposes of providing overland or subsurface paths and courses for the construction, maintenance and preservation of storm drainage.
2. The Grantors agree to keep the Easement Lands clear of all substantial physical obstructions so as to permit the maintenance, repair, replacement, upgrade or reconstruction as may be necessary from time to time.
3. Attached hereto and forming part of this agreement as Schedule “A”, is an engineered drawing prepared by G.M. Blue Plan Engineering titled “Proposed Storm Sewer Outlet” dated August 2, 2023.

4. The Grantors shall provide access to their property for the construction of the drainage works, and for the Township's surveyor to enter on to the property for the purposes of surveying the land for the location of the easement.
5. Once completed, the Township shall maintain the drain to ensure same is in good working condition, including any repairs and/or cleanouts as may be required from time to time.
6. In consideration of the Grantors permitting the construction of drainage improvements on lands owned by them, the Municipality hereby agrees to compensate the Grantors in the amount of Fifty Thousand Dollars (\$50,000.00). This sum and the receipt of same shall represent full and final settlement to the Grantors now and in the future.
7. The Municipality shall be solely responsible for all fees and costs incurred for the construction and maintenance of the site drainage improvement works.
8. The Municipality shall exercise the easement rights granted herein in accordance with all applicable laws, regulations, by-laws etc. and shall be responsible for obtaining any required permits, approvals and/or consents from the applicable regulating authorities. Any such use of the easement by the Municipality shall be undertaken in such a manner as to minimize the disturbance and interruption of the Grantors use of the property to the greatest extent possible.
9. The Grantors shall cooperate with the Municipality as required, in obtaining such permits prior to construction or repairs.
10. The Municipality shall have the right of ingress and egress to the easement for the purpose of inspecting or ongoing maintenance or repair of the drainage system.
11. Any construction, maintenance, repair or other work or activities performed by the Municipality, its employees or contractors shall be done in a workmanlike manner and the Easement shall be left in a clean and good condition, with all debris removed therefrom. The Municipality shall be responsible for all costs associated with ongoing maintenance and repairs.
12. In the event the Municipality, its employees or contractors are required to come upon the lands of the Grantor to replace, restore, or repair the drainage system, the Municipality shall only be liable to restore the Grantor's lands to its previous grade, and to reseed and undertake any measure to restore the lands.
13. Except in the event of an emergency, the Municipality shall use its reasonable efforts to provide the Grantors with at least five (5) business days written notice of

any construction, maintenance, repair or other work or activities to be performed on the drainage improvement works.

14. This Agreement and a reference plan identifying the location of the easement shall be registered on title to the lands owned by the Owner.
15. This Agreement and all terms contained within, shall run with the land and shall enure to the benefit of and be binding upon their heirs, successors in-title, and assigns of the parties to the said agreement.
16. This agreement constitutes the entire agreement between the parties and understanding between them and may not be amended, waived or discharged except by an instrument in writing executed by both parties.
17. The invalidity of any one of the covenants, agreements, conditions or provisions of this Agreement, or any portion thereof, shall not affect the remaining portions thereof, and this Agreement shall be modified to substitute in lieu of the invalid provisions, a like and valid provision which reflects the agreement of the parties with respect to the covenant, agreement, condition or provision which has been deemed invalid.

IN WITNESS WHEREOF the parties hereto have duly affixed their signatures and/or seal below.

OWNERS:

Adam Justin Bell

Charlene Lorraine Bell

THE CORPORATION OF THE TOWNSHIP
OF CHATSWORTH

Per:

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk
We have the authority to bind the Corporation

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH
BY-LAW NUMBER 2023-54

Being a By-law to authorize the Mayor and CAO Clerk to sign an agreement to acquire an easement over a portion of the lands described as Part Lots 8 and 9, Plan 1030 in the Township of Chatsworth, County of Grey; and known as 822794 Sideroad 1 between Donna Louise Van Eck and the Corporation of the Township of Chatsworth

WHEREAS the Council of the Township of Chatsworth deems it necessary to sign the agreement to acquire an easement over a portion of the lands for the purposes of constructing and maintaining a drainage outlet (site drainage improvement works); and

WHEREAS section 9, 10, and 11 of the Municipal Act, S.O. 2001, Chapter 25, provides for the municipality to pass by-laws in respect to general municipal powers.

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

1. THAT the Mayor and CAO Clerk of the Township of Chatsworth are hereby authorized to sign an Easement Agreement for the purposes of constructing and maintaining a drainage outlet, a copy of which is attached hereto as Schedule “A”, and is hereby declared to form part of this by-law.
2. THAT this by-law shall come into force and take effect on the date of its final passing.

READ a first and second time this 4th day of October, 2023.

READ a third time and finally passed this 4th day of October, 2023.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

THIS EASEMENT AGREEMENT made this 4th day of October, 2023

BETWEEN:

DONNA LOUISE VAN ECK

(hereinafter referred to as “the Grantor”)

- And

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

(hereinafter referred to as “the Municipality”)

WHEREAS the Grantor is the registered Grantor of lands legally described as Part Lots 8 and 9, Plan 1030 in the Township of Chatsworth, County of Grey; and known as 822794 Sideroad 1, Chatsworth, Ontario.

AND WHEREAS the Municipality wishes to acquire an easement over a portion of the lands owned by the Owner for the purposes of constructing and maintaining a drainage outlet (site drainage improvement works).

AND WHEREAS the Grantor hereby accepts such site drainage improvement works and easement conveyed herein.

AND WHEREAS the parties hereto are desirous of entering into a written agreement to allow for the site drainage improvements works to be constructed and maintained on the lands owned by the Grantor.

NOW THEREFORE the Parties hereto agree as follows:

1. The Grantor hereby agrees to grant to the Municipality a perpetual, non-exclusive access by the following easement to erect, maintain, operate, repair, replace, upgrade, reconstruct at any time and from time to time, the necessary drainage works for the purposes of providing overland or subsurface paths and courses for the construction, maintenance and preservation of storm drainage.
2. The Grantor agrees to keep the Easement Lands clear of all substantial physical obstructions so as to permit the maintenance, repair, replacement, upgrade or reconstruction as may be necessary from time to time.
3. Attached hereto and forming part of this agreement as Schedule “A”, is an engineered drawing prepared by G.M. Blue Plan Engineering titled “Proposed Storm Sewer Outlet” dated August 2, 2023.

4. The Grantor shall provide access to their property for the construction of the drainage works, and for the Township's surveyor to enter on to the property for the purposes of surveying the land for the location of the easement.
5. Once completed, the Township shall maintain the drain to ensure same is in good working condition, including any repairs and/or cleanouts as may be required from time to time.
6. In consideration of the Grantor permitting the construction of drainage improvements on lands owned by them, the Municipality hereby agrees to compensate the Grantor in the amount of Fifty Thousand Dollars (\$50,000.00). This sum and the receipt of same shall represent full and final settlement to the Grantor now and in the future.
7. The Municipality shall be solely responsible for all fees and costs incurred for the construction and maintenance of the site drainage improvement works.
8. The Municipality shall exercise the easement rights granted herein in accordance with all applicable laws, regulations, by-laws etc. and shall be responsible for obtaining any required permits, approvals and/or consents from the applicable regulating authorities. Any such use of the easement by the Municipality shall be undertaken in such a manner as to minimize the disturbance and interruption of the Grantor use of the property to the greatest extent possible.
9. The Grantor shall cooperate with the Municipality as required, in obtaining such permits prior to construction or repairs.
10. The Municipality shall have the right of ingress and egress to the easement for the purpose of inspecting or ongoing maintenance or repair of the drainage system.
11. Any construction, maintenance, repair or other work or activities performed by the Municipality, its employees or contractors shall be done in a workmanlike manner and the Easement shall be left in a clean and good condition, with all debris removed therefrom. The Municipality shall be responsible for all costs associated with ongoing maintenance and repairs.
12. In the event the Municipality, its employees or contractors are required to come upon the lands of the Grantor to replace, restore, or repair the drainage system, the Municipality shall only be liable to restore the Grantor's lands to its previous grade, and to reseed and undertake any measure to restore the lands.
13. Except in the event of an emergency, the Municipality shall use its reasonable efforts to provide the Grantors with at least five (5) business days written notice of

any construction, maintenance, repair or other work or activities to be performed on the drainage improvement works.

14. This Agreement and a reference plan identifying the location of the easement shall be registered on title to the lands owned by the Owner.
15. This Agreement and all terms contained within, shall run with the land and shall enure to the benefit of and be binding upon their heirs, successors in-title, and assigns of the parties to the said agreement.
16. This agreement constitutes the entire agreement between the parties and understanding between them and may not be amended, waived or discharged except by an instrument in writing executed by both parties.
17. The invalidity of any one of the covenants, agreements, conditions or provisions of this Agreement, or any portion thereof, shall not affect the remaining portions thereof, and this Agreement shall be modified to substitute in lieu of the invalid provisions, a like and valid provision which reflects the agreement of the parties with respect to the covenant, agreement, condition or provision which has been deemed invalid.

IN WITNESS WHEREOF the parties hereto have duly affixed their signatures and/or seal below.

GRANTOR:

Donna Louise Van Eck

THE CORPORATION OF THE TOWNSHIP
OF CHATSWORTH

Per:

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk
We have the authority to bind the Corporation

Accounts Payable

Bank of Montreal Cheque Register By Date

09/01/2023 thru 09/28/2023

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
024341	09/07/2023	000286	GREY COUNTY FARM SAFETY ASSOCI	100.00
	Invoice 01.09.23		09/01/2023 ANNUAL GRANT	100.00
024342	09/07/2023	002667	MICHAEL SKOF	502.50
	Invoice 31.07.23		07/31/2023 BY-LAW ANIMAL CONTROL	502.50
024343	09/07/2023	002182	SHELBURNE MEMORIALS LIMITED	11.30
	Invoice 28.08.23		08/28/2023 OVRPYMT-KEYWARD CEM. MARKING	11.30
024344	09/07/2023	002688	SHINE BRIGHT LIKE A DIAMOND	141.25
	Invoice 6		08/31/2023 FIREHALL CLEANING-AUGUST	141.25
024345	09/07/2023	002740	SOUTH GREY CHAMBER OF COMMERCE	10,000.00
	Invoice 900		07/31/2023 CHAMBER OF COMMERCE	10,000.00
024346	09/07/2023	002474	WATSON & ASSOCIATES ECONOMISTS LTD.	593.25
	Invoice 0031347		07/31/2023 DC STUDY	593.25
024347	09/07/2023	000324	WILLIAMSFORD COMMUNITY CENTRE	1,500.00
	Invoice 01.09.23		09/01/2023 ANNUAL OPERATING GRANT	1,500.00
024348	09/14/2023	001347	AIG COMMERCIAL INSURANCE	65.32
	Invoice SEPT2023		08/25/2023 Group Insurance - SEPT 2023	65.32
024349	09/14/2023	002741	[REDACTED]	360.00
	Invoice 30.08.23		08/30/2023 IMPOUND FEES- AUG 12-23	360.00
024350	09/14/2023	000136	BELL CANADA	1,168.07
	Invoice 19.08.23		08/19/2023 PHONES-AUGUST	1,154.40
	Invoice 01.09.23		09/01/2023 TOLL FREE LINE	13.67
024351	09/14/2023	001830	CANADA LIFE	18,156.50
	Invoice SEPT2023		08/24/2023 GROUP INSURANCE-SEPT 2023	18,156.50
024352	09/14/2023	000345	CARGILL LIMITED	18,870.97
	Invoice 2908606104		09/07/2023 DE-ICER SALT-HOLLAND	7,505.82
	Invoice 2908606103		09/07/2023 DE-ICER SALT-SULLIVAN	11,365.15
024353	09/14/2023	002095	CIBC MORTGAGES INC, CIBC MORTGAGE SERVICING CENTRE	529.00
	Invoice 29.08.23		08/29/2023 REFUND CIBC MTG-PAYMENT ERRORS	529.00
024354	09/14/2023	001532	CORPORATE EXPRESS CANADA INC O/A STAPLES ADVANTAGE	349.10
	Invoice 63971336		08/24/2023 OFFICE SUPPLIES	23.72
	Invoice 64109637		09/07/2023 OFFICE SUPPLIES	224.01
	Invoice 64129805		09/08/2023 OFFICE SUPPLIES	101.37
024355	09/14/2023	001820	FIBERNETICS CORPORATION	520.17
	Invoice 653399		09/01/2023 Phone System- SEPT FIRE	170.06
	Invoice 651928		09/01/2023 Phone System - SEPT	350.11
024356	09/14/2023	002150	MUNICIPAL EQUIPMENT	3,916.95
	Invoice 4671		09/01/2023 50 FT HOSE	2,077.77
	Invoice 4674		09/12/2023 HOSES - 50FT & 25FT	1,839.18
024357	09/14/2023	002743	[REDACTED]	441.44
	Invoice 12.09.23		09/12/2023 DEPOSIT REFUND Z07/2023	441.44
024358	09/14/2023	002742	PIONEER RESEARCH CORPORATION	858.13

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	Invoice 263882		08/30/2023 TRIAL EPOXY FOR PROBLEM AREAS	858.13
024359	09/14/2023	002442	RICOH CANADA INC	711.67
	Invoice SCO94191470		08/30/2023 COPY USAGE-AUG	249.94
	Invoice SCO94200805		08/30/2023 COPY USAGE- P/W	461.73
024360	09/14/2023	002638	SWP BUSINESS SERVICES INC.	107.35
	Invoice 1662249		09/01/2023 WEB HOSTING	107.35
024361	09/14/2023	002744	[REDACTED]	2,346.34
	Invoice 12.09.23		09/12/2023 OVERPAYMENT OF TAXES	2,346.34
024362	09/14/2023	002745	[REDACTED]	725.93
	Invoice 14.09.23		09/14/2023 REFUND CREDIT ON TAX ACCOUNT	725.93
024363	09/14/2023	001095	VARIETY PLUS	75.72
	Invoice 03		08/31/2023 COFFEE/CREAM	75.72
024364	09/14/2023	002011	WASTE MANAGEMENT	10,808.25
	Invoice 0060948-0677-2		09/01/2023 CARDBOARD	260.04
	Invoice 0004846-0677-7		09/01/2023 WASTE COLLECTION	10,548.21
024365	09/20/2023	001532	CORPORATE EXPRESS CANADA INC O/A STAPLES ADVANTAGE	498.61
	Invoice 64199250		09/14/2023 HEADLINE SIGN (CREDIT)	-11.29
	Invoice 64187636		09/13/2023 PATROL TABLET-'20 FORD F350	509.90
024366	09/20/2023	002747	[REDACTED]	510.14
	Invoice 14.09.23.		09/14/2023 DEPOSIT REFUND SP03/2022	510.14
024367	09/20/2023	001160	MAC DONNELL FUELS LTD	1,576.35
	Invoice 891636		09/12/2023 DEF FOR EQUIPMENT	1,576.35
024368	09/20/2023	002746	[REDACTED]	1,000.00
	Invoice 06.09.23		09/06/2023 ENT DEP REFUND - 2E-2023	1,000.00
024369	09/20/2023	000426	MINISTER OF FINANCE - POLICING	84,624.59
	Invoice 301708230957019		08/17/2023 POLICING CREDIT-APR-JUN	-3,538.41
	Invoice 380809231101018		09/15/2023 POLICING COSTS -SEPT	88,163.00
024370	09/20/2023	002726	OUTDOOR SOLUTIONS/JEREMY NEWTON	9,944.00
	Invoice 2629		08/30/2023 GRASS CUTTING CONTRACT	9,944.00
024371	09/20/2023	000462	OWEN SOUND FIRE & EMERGENCY SERVICES	57.63
	Invoice 139856		09/14/2023 4500 PSI Refills X6	57.63
024372	09/20/2023	000467	ROGERS WIRELESS INC.	347.39
	Invoice Aug8-Sept7		09/07/2023 CELL PHONE - A8-S7	347.39
024373	09/20/2023	002343	SPARLING'S PROPANE CO LTD(FLESHERTON)	235.20
	Invoice 88725046939080		09/01/2023 Propane	235.20
024374	09/20/2023	002477	TRANSFORM TREE & SHRUB CARE	4,746.00
	Invoice 871		09/14/2023 DEAD TREE - 207 CENTRE ST	1,356.00
	Invoice 870		09/14/2023 ROADSIDE TREE CUTTING	3,390.00
024375	09/20/2023	001327	[REDACTED]	1,000.00
	Invoice 18.09.23		09/18/2023 ENT DEP REFUND 12E-2023	1,000.00

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Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
024376	09/26/2023	002714	COBIDE ENGINEERING INC.	644.10
	Invoice 5920		09/14/2023 CHATSWORTH SUBDIVISION	644.10
024377	09/26/2023	001532	CORPORATE EXPRESS CANADA INC O/A STAPLES ADVANTAGE	156.42
	Invoice 64266567		09/20/2023 OFFICE SUPPLIES	156.42
024378	09/26/2023	002682	[REDACTED]	1,000.00
	Invoice 18.01.23		01/18/2023 ENT. DEPOSIT REFUND - 1E-2023	1,000.00
024379	09/26/2023	002667	MICHAEL SKOF	1,146.89
	Invoice 31.03.23		03/31/2023 BY-LAW ENF. COURT APPEARANCE	543.75
	Invoice 31.08.23		08/31/2023 COURT APPEARANCE-PARA-LEGAL	603.14
024380	09/26/2023	001913	ONTRACK DOOR SYSTEMS INC	543.95
	Invoice 15822		09/15/2023 OVERHEAD DOOR REPAIR	543.95
Cheque Register Total -				180,890.48

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Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
002665	09/01/2023	000418	DESBORO AGRICULTURAL SOCIETY	1,500.00
	Invoice 01.09.23		09/01/2023 ANNUAL GRANT FOR FALL FAIR	1,500.00
002666	09/06/2023	001937	BARCLAY WHOLESALE	131.08
	Invoice 68138		08/23/2023 BULK SOAP DISPENSER	131.08
002667	09/06/2023	000371	BARNARD'S TRUCK SALES & SERVIC	31.73
	Invoice 247044		08/23/2023 MUDFLAP FOR DUMP TRUCK	31.73
002668	09/06/2023	002227	BATTLEFIELD EQUIPMENT ONTARIO	427.14
	Invoice 56025741		09/05/2023 CORRECTION OF DBL PAYMENT	427.14
002669	09/06/2023	001123	CEDAR SIGNS	517.03
	Invoice INV/2023/3612		08/29/2023 BOOK 7 FIELD BOOKS	517.03
002670	09/06/2023	000378	CHATSWORTH AGRICULTURAL SOCIETY	2,000.00
	Invoice 01.09.23		09/01/2023 ANNUAL GRANT-SANTA CLAUS PARAD	500.00
	Invoice 1.09.23		09/01/2023 ANNUAL GRANT FOR FALL FAIR	1,500.00
002671	09/06/2023	000440	COATES & BEST	156.35
	Invoice 0000149436		08/17/2023 OFFICE SUPPLIES	156.35
002672	09/06/2023	002353	CREDIT BUREAU	209.05
	Invoice 3989		08/23/2023 MEMBERSHIP JUNE1-MAY31	209.05
002673	09/06/2023	000863	CULLIGAN WATER	33.22
	Invoice 09558TM		08/17/2023 BOTTLED WATER	33.22
002674	09/06/2023	001129	FIRE MARSHAL'S PUBLIC FIRE SAFETY COUNCIL'S DISTRI	216.98
	Invoice IN163349		08/22/2023 FIRE POSTERS/BROCHURES	216.98
002675	09/06/2023	001790	GM BLUEPLAN ENGINEERING LIMITED	1,808.00
	Invoice 127521		08/22/2023 ENGINEERING - SIDEROAD 1	1,808.00
002676	09/06/2023	000013	HURON TRACTOR	381.33
	Invoice P68872		08/24/2023 LOCK NUT	18.06
	Invoice S59509		08/21/2023 TRIMMER	192.06
	Invoice P68774		08/23/2023 GRADER REPAIR-'13 JD GRADER	160.86
	Invoice P68760		08/23/2023 FITTING/PART-'13 JD EXCAVATOR	10.35
002677	09/06/2023	002003	KLAGES MATTHEW	148.03
	Invoice 2454		09/05/2023 REPAIR - '13 JD EXCAVATOR	148.03
002678	09/06/2023	002161	MC DOUGALL ENERGY INC	7,669.39
	Invoice 6704004		08/30/2023 REG GAS 583.4L - HOLLAND	923.01
	Invoice 6704039		08/30/2023 REG GAS 673.8L - SULLIVAN	1,066.02
	Invoice 6683152		08/17/2023 REG GAS 600.5L - SULLIVAN	969.07
	Invoice 6683155		08/17/2023 DYED DIESEL 1488.4L - SULLIVAN	2,271.90
	Invoice 6683153		08/17/2023 CLEAR DIESEL 1498.3L- SULLIVAN	2,439.39
002679	09/06/2023	001611	OWEN SOUND VAULT WORKS LTD	6,175.45
	Invoice 96230		05/31/2023 SHILOH CEMETERY MAY 2023	3,017.10
	Invoice 96256		06/02/2023 MOUNT ZION CEMETERY JUNE 2023	841.85
	Invoice 96263		06/30/2023 SHILOH CEMETERY JUNE 2023	841.85
	Invoice 96322		07/31/2023 SHILOH CEMETERY JUNE 2023	491.55
	Invoice 96331		08/01/2023 MOUNT ZION CEMETERY JUNE 2023	491.55
	Invoice 96332		08/21/2023 ST. PAULS CEMETERY MAY 2023	491.55

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002680	09/06/2023	000202	SCOTT'S INDUSTRIAL & FARM SUPP	136.63
	Invoice 0000409244		08/18/2023 SHOP SUPPLIES	136.63
002681	09/06/2023	001624	UNI-SELECT CANADA STORES INC	201.86
	Invoice 1740-233982		08/22/2023 CREDIT FOR WRONG OIL	-176.12
	Invoice 1740-233992		08/22/2023 CREDIT FOR WRONG OIL	-129.37
	Invoice 1740-233878		08/22/2023 OIL CHANGE SUPPLIES	234.05
	Invoice 1740-233749		08/21/2023 OIL CHANGE SUPPLIES+CLEANER	211.15
	Invoice 1740-235296		08/31/2023 SHOP SUPPLIES	62.15
002682	09/06/2023	000529	WILTON SANITATION INC	1,265.60
	Invoice P15602		08/16/2023 PORTABLE RESTROOM RENTAL	1,265.60
002683	09/14/2023	000087	ASSOCIATION OF MUNICIPALITIES OF ONTARIO	1,056.55
	Invoice AC015135		08/22/2023 AMO CONFERENCE-WHITTEN	1,056.55
002684	09/14/2023	001969	B.M.ROSS AND ASSOCIATES LTD	1,890.76
	Invoice 25150		09/08/2023 ENGINEERING - CONC 4	1,890.76
002685	09/14/2023	001937	BARCLAY WHOLESALE	794.80
	Invoice 68702		09/05/2023 CULLIGAN SOFTENER SALT	794.80
002686	09/14/2023	002227	BATTLEFIELD EQUIPMENT ONTARIO	169.70
	Invoice 56027809		09/07/2023 FLASHER REPLC- '11 CAT BACKHOE	169.70
002687	09/14/2023	002124	CINTAS	131.52
	Invoice 4166435926		08/31/2023 Office Mats	131.52
002688	09/14/2023	000440	COATES & BEST	195.09
	Invoice 0000149932		09/08/2023 OFFICE SUPPLIES	195.09
002689	09/14/2023	000863	CULLIGAN WATER	24.22
	Invoice 19237TM		08/31/2023 BOTTLED WATER	24.22
002690	09/14/2023	001166	DAVIDSON RON	4,538.81
	Invoice 2223-176		09/03/2023 PLANNING SERVICES-AUGUST	4,538.81
002691	09/14/2023	000447	DESBORO TIRE SALES INC	73.45
	Invoice 65949		08/22/2023 TIRE REPAIR-'13 W.STAR TANDEM	73.45
002692	09/14/2023	002703	[REDACTED]	101.60
	Invoice 08.09.23		09/08/2023 MILEAGE/EXPENSES	101.60
002693	09/14/2023	001515	EXCEL BUSINESS SYSTEMS	8.76
	Invoice 490984		08/30/2023 Copies-AUG	8.76
002694	09/14/2023	002000	GBTEL INC	711.85
	Invoice 504923		09/01/2023 Wireless Internet-SEPT	711.85
002695	09/14/2023	000687	GEORGIAN BAY WATERWORKS CONFERENCE	50.00
	Invoice 06.02.23		02/06/2023 2023 MEMBERSHIP FEES	50.00
002696	09/14/2023	001790	GM BLUEPLAN ENGINEERING LIMITED	3,929.58
	Invoice 127839		09/07/2023 DRAINAGE - SIDEROAD 1	3,929.58
002697	09/14/2023	001405	GREIG SHAWN	3.00
	Invoice AUG2023		08/31/2023 Mileage- AUGUST	3.00

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Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
002698	09/14/2023	001772	HASTIE BUILDING MAINTENANCE	447.48
	Invoice 020		09/01/2023 Office Cleaning-AUGUST	447.48
002699	09/14/2023	000081	HATTEN HARDWARE	325.91
	Invoice 870365		08/16/2023 SUMP PUMP FOR DRAIN PUMP OUT	259.28
	Invoice 870297		08/15/2023 RAID-WASP+HORNET	16.94
	Invoice 871634		09/01/2023 INSECTICIDE/CAUTION TAPE	49.69
002700	09/14/2023	000030	HYDRO ONE NETWORKS INC.	9,045.37
	Invoice SEPT2023		09/05/2023 HYDRO	9,045.37
002701	09/14/2023	002066	IRON MOUNTAIN CANADA OPERATIONS ULC	324.41
	Invoice HTXB467		08/31/2023 Monthly Shredding	324.41
002702	09/14/2023	002546	JAMES SPECIAL SERVICES INC	3,606.96
	Invoice 2569		09/01/2023 BY-LAW ENFORCEMENT-AUG 16-31	3,606.96
002703	09/14/2023	000999	LEWIS MOTOR SALES INC.	827.31
	Invoice 319530		08/18/2023 ANNUAL SAFETY-'19 W.STAR	827.31
002704	09/14/2023	002214	MACKEY SCOTT	48.00
	Invoice AUG2023		08/31/2023 Mileage- AUGUST	48.00
002705	09/14/2023	002161	MC DOUGALL ENERGY INC	3,592.95
	Invoice 6717482		09/07/2023 DYED DIESEL 2220.7L - HOLLAND	3,592.95
002706	09/14/2023	001556	MC KAY, TERRY	43.00
	Invoice AUG2023		08/31/2023 MILEAGE - AUGUST	43.00
002707	09/14/2023	000573	OMERS	40,311.70
	Invoice AUG2023		09/05/2023 Group Benefits - AUGUST 2023	40,311.70
002708	09/14/2023	001354	ONTARIO CLEAN WATER AGENCY	11,938.08
	Invoice INV00000034790		09/01/2023 Ops & Maintenance-CW&WF	11,938.08
002709	09/14/2023	002005	POSTMEDIA NETWORK INC	1,536.24
	Invoice 859041		08/31/2023 JOB ADS-EQUIPMENT OPERATORS	1,536.24
002710	09/14/2023	001159	PSD CITYWIDE INC.	4,520.00
	Invoice 19741		08/31/2023 Asset Mgmt Plan	4,520.00
002711	09/14/2023	001495	ROBERTS CHERYL	962.55
	Invoice 2023-Chats-08		09/13/2023 ANIMAL CONTROL-AUGUST	962.55
002712	09/14/2023	001678	[REDACTED]	29.00
	Invoice 25.08.23		08/25/2023 MILEAGE-WATER READS	29.00
002713	09/14/2023	001862	THOMPSON ELIZABETH	60.00
	Invoice AUG2023		08/31/2023 Mileage-AUGUST	60.00
002714	09/14/2023	000617	TOROMONT INDUSTRIES LTD.	689.98
	Invoice WO900924335		04/05/2023 MTNCE CONTRACT-'21 CAT BACKHOE	145.83
	Invoice WO900951379		09/11/2023 MTNCE CONTRACT-'21 CAT BACKHOE	75.43
	Invoice WO900951378		09/11/2023 MTNCE CONTRACT-'19 CAT GRADER	468.72
002715	09/14/2023	001624	UNI-SELECT CANADA STORES INC	364.65
	Invoice 1740-235912		09/06/2023 OIL FILTER-'13 JD EXCAVATOR	84.47
	Invoice 1740-235901		09/06/2023 AIR FILTER-'13 JD EXCAVATOR	162.83

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Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
	Invoice 1740-235906		09/06/2023 AIR FILTER-'13 JD EXCAVATOR	81.44
	Invoice 1740-236515		09/11/2023 HEADLIGHTS-'20 FORD F-350 1TON	35.91
002716	09/14/2023	000270	VALLEY BLADES LIMITED	19,782.35
	Invoice SV079977		09/05/2023 ICE BLADES-'19 W.STAR	1,369.00
	Invoice SV079976		09/05/2023 ICE BLADES-'11 JD GRADER	3,682.67
	Invoice SV079973		09/05/2023 ICE BLADES-'07 CAT GRADER	3,682.67
	Invoice SV079972		09/05/2023 ICE BLADES-'13 JD 770 GRADER	3,682.67
	Invoice SV079971		09/05/2023 ICE BLADES-'19 CAT GRADER	3,682.67
	Invoice SV079970		09/05/2023 ICE BLADES-'08 CAT GRADER	3,682.67
002717	09/14/2023	002666	WHITTEN, PETER J.	530.56
	Invoice AUG2023		08/31/2023 MILEAGE- AUGUST	250.00
	Invoice 06.09.23		09/06/2023 MEALS/PARKING AT AMO-WHITTEN	280.56
002718	09/14/2023	000529	WILTON SANITATION INC	632.80
	Invoice P16000		09/06/2023 PORTABLE RESTROOM RENTAL-CHATS	632.80
002719	09/20/2023	001515	EXCEL BUSINESS SYSTEMS	12.22
	Invoice 488548		07/28/2023 Copies-JULY	12.22
002720	09/20/2023	000483	ONTARIO ASSOC OF FIRE CHIEFS	774.05
	Invoice 64741		08/29/2023 2023 OAF 3-DAY MEETING PKG	774.05
002721	09/20/2023	002352	[REDACTED]	1,039.50
	Invoice 14.09.23		09/14/2023 MILEAGE/EXPENSES-OMTRA	1,039.50
002722	09/20/2023	002692	[REDACTED]	118.62
	Invoice 15.09.23		09/15/2023 SAFETY BOOTS	118.62
002723	09/20/2023	001017	WASTE MANAGEMENT	30,978.81
	Invoice 0658610-0256-9		09/05/2023 CONSOLIDATED INVOICE-AUG	30,978.81
002724	09/27/2023	001937	BARCLAY WHOLESALE	642.98
	Invoice 68703		09/13/2023 SUPPLIES	132.21
	Invoice 68701		08/31/2023 CLEANING SUPPLIES	510.77
002725	09/27/2023	000440	COATES & BEST	77.56
	Invoice 0000150195		09/21/2023 OFFICE SUPPLIES	77.56
002726	09/27/2023	000863	CULLIGAN WATER	33.22
	Invoice 27776TM		09/15/2023 BOTTLED WATER	33.22
002727	09/27/2023	001756	GB/CHATSWORTH JOINT BOARD BIODIGESTOR	8,196.00
	Invoice 0003159		08/31/2023 Monthly Contribution-AUGUST	8,196.00
002728	09/27/2023	000014	HAROLD SUTHERLAND CONSTRUCTION LTD	95,894.27
	Invoice 31592-1		05/24/2023 HOLLAND MAINT. GRAVEL CREDIT	-606.13
	Invoice 34815		09/15/2023 WINTER SAND - SULLIVAN	42,023.37
	Invoice 34705		09/13/2023 WINTER SAND - SULLIVAN	8,510.29
	Invoice 34854		09/19/2023 WINTER SAND - SULLIVAN	45,966.74
002729	09/27/2023	000013	HURON TRACTOR	564.83
	Invoice P70807		09/19/2023 NEW TURBO INSTALL-'13 JD GRADE	40.41
	Invoice P70828		09/19/2023 NEW TURBO INSTALL-'13 JD GRADE	21.25
	Invoice S59992		09/12/2023 MTNCE-'19 JD TRACTOR 1025R	503.17
002730	09/27/2023	002546	JAMES SPECIAL SERVICES INC	3,607.53

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Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
	Invoice 2602		09/22/2023 BY-LAW ENFORCEMENT (SEPT 1-15)	3,607.53
002731	09/27/2023	002003	KLAGES MATTHEW	440.70
	Invoice 2469		09/20/2023 FLASHERS/4WD-'11 CAT BACKHOE	440.70
002732	09/27/2023	002161	MC DOUGALL ENERGY INC	10,724.85
	Invoice 6725148		09/12/2023 REG GAS 337.7L - SULLIVAN	551.82
	Invoice 6725145		09/12/2023 CLEAR DIESEL 1868.5L- SULLIVAN	3,333.50
	Invoice 6736693		09/18/2023 DYED DIESEL 2920L - SULLIVAN	4,899.25
	Invoice 6740712		09/20/2023 FURNACE OIL 23.7L - HOLLAND	38.40
	Invoice 6740690		09/20/2023 DYED DIESEL 1142L - HOLLAND	1,901.88
002733	09/27/2023	000228	MURRAY'S PRINT SHOP	110.74
	Invoice 19.09.23		09/19/2023 BUSINESS CARDS	110.74
002734	09/27/2023	001354	ONTARIO CLEAN WATER AGENCY	13,202.12
	Invoice INV00000035163		09/18/2023 CARTRIDGES	1,771.40
	Invoice INV00000035164		09/18/2023 FILTERS	4,161.45
	Invoice INV00000035165		09/18/2023 REPAIRS	7,269.27
002735	09/27/2023	000466	RIVERSIDE ACRES (AUTO)	772.29
	Invoice 7051		09/14/2023 ANNUAL SAFETY-'14 TRAILER	293.80
	Invoice 7050		09/14/2023 ANNUAL SAFETY-'06 FORD F250	478.49
002736	09/27/2023	001007	TRIPLE M MECHANICAL	877.65
	Invoice 4729		09/05/2023 NEW TOILET AND VANITY TAP	877.65
002737	09/27/2023	001624	UNI-SELECT CANADA STORES INC	442.52
	Invoice 1740-236824		09/12/2023 LIFT SUPPORT	23.92
	Invoice 1740-236932		09/12/2023 OIL DRY FOR SHOP	139.20
	Invoice 1740-237187		09/14/2023 PART CLEANER/LIFT CREDIT	30.33
	Invoice 1740-236617		09/11/2023 LIFT SUPPORT	118.24
	Invoice 1740-237401		09/15/2023 OIL FILTER-'07 CAT GRADER	40.95
	Invoice 1740-237606		09/18/2023 FOG LAMP	15.12
	Invoice 1740-237978		09/20/2023 SHRINK TUBE-CENOTAPH LIGHTS	14.35
	Invoice 1740-237894		09/19/2023 PARTS - VARIOUS EQUIPMENT	338.62
	Invoice CREDIT		09/27/2023 CREDITS FOR OVERPAYMENT	-278.21
002738	09/27/2023	000529	WILTON SANITATION INC	1,265.60
	Invoice P16335		09/22/2023 PORTABLE RESTROOM RENTAL	1,265.60
002739	09/28/2023	000008	BLUEWATER DISTRICT SCHOOL BOARD	377,184.50
	Invoice 30.09.23		09/11/2023 EP Quarterly Tax PMT-3RD	377,184.50
002740	09/28/2023	000107	BRUCE-GREY CATHOLIC DIST. SCHO	25,850.04
	Invoice 30.09.23		09/11/2023 ES Quarterly Tax Levy PMT-3RD	25,850.04
002741	09/28/2023	000335	CONSEIL SCOLAIRE CATHOLIQUE PROVIDENCE	1,338.54
	Invoice 30.09.23		09/11/2023 FS Quarterly Tax Levy PMT-3RD	1,338.54
002742	09/28/2023	000337	CONSEIL SCOLAIRE VIAMONDE	666.97
	Invoice 30.09.23		09/11/2023 FP Quarterly Tax Levy PMT-3RD	666.97
002743	09/28/2023	000009	COUNTY OF GREY	860,000.25
	Invoice IVC0000000022990		08/31/2023 3RD INSTALLMENT LEVY	860,000.25
Cheque Register Total -				1,571,124.22

COMMUNITY SAFETY AND WELL-BEING PLANNING: The Municipalities of Bruce and Grey MINUTES

COMMITTEE MEETING: Community Safety & Well-Being Planning, Advisory Committee

DATE: September 15, 2023

TIME: 2:00 PM to 3:30 PM

LOCATION: Virtual, Grey County MS Teams

CO-CHAIRS: Members of the Steering Committee

Alexis Cook (Coordinator)

Shelley Schoonderwoerd (Victim Services Bruce Grey Perth)

Anne Marie Shaw (Community Services, Grey County)

Tina Metcalfe (Human Services, Bruce County)

Keegan Wilson (Inspector, South Bruce OPP)

Jason Wepler (Grey Bruce Health Unit)

RECORDER: Patti McNabb (Grey County)

ATTENDEES: Jason Wepler, Keegan Wilcox, Shelley Schoonderwoerd, Tina Metcalfe, Beth Blackwell, Carly Craig, Cathy Addison, Cathy Clarke, Chad Zimmerman, Craig Ambrose, Dana Soucie, Dave Zago, Diane Giroux, Francesca Dobbyn, Jane Hartley, Jeremy Mighton, Jill Umbach, Jon Farmer, Josh Gibson, Kelly Lush, Kevin Cornell, Lindsay Johnston, Lori Cunningham, Lorie Fioze, Lynn Silverton, Marilyn Rosner, Michelle Bloomfield, Pam Coulter, Patti McNabb, Rob Atkinson, Robert Martin, Sarah Cowley, Susan Sakal, Tracy Collins,

ITEM
1. Welcome and Introductions, Land Acknowledgement <ul style="list-style-type: none"> Jason Wepler (Health Unit & Steering Committee Member)
<ul style="list-style-type: none"> Jason welcomed everyone to the meeting. Jason welcomed Shelley Schoonderwoerd as Victim Services rep on both the Steering and Advisory Committees. Diane Giroux provided land acknowledgements.
2. Provincial & Local Updates <ul style="list-style-type: none"> Steering Committee Members
<i>Upstream Supports for Children and Families</i> <ul style="list-style-type: none"> To support the need for more Registered Early Childhood Educators, Bruce County has partnered with Fanshawe College to offer a part-time accelerated ECE program, offered locally in Port Elgin. Additionally, the ministry of education has provided funding over the next 5 years to support the expansion of affordable licensed child care spaces through the new CWELCC program.

- Bruce County's Child Activity Assistance Program (CAAP) is a fund available for families with a gross income of less than \$50,000. The fund assists families with the cost of activities such as school trips, school nutrition programs and extra-curricular activities.
- <https://www.brucecounty.on.ca/services/human-services/child-activity-assistance-program>
- A reminder that both counties offered EarlyON programs for young children and families and these are an excellent way to support parents in supporting their child's development. Partnerships are in place with Health Services, Indigenous Educators, Resource Consultants, and others – you can check out either county's EarlyON Facebook sites for more information.

Affordable Housing for Households with Low-Income

- Bruce County, as Service Manager is required to develop an updated Housing and Homelessness Plan this is underway. An updated demographic study, which is foundational to setting the stage for this plan has now been completed. We look forward to gathering further input from stakeholders in developing our updated plan.
- The county has recently been exploring the potential for a Seniors Home Share Program, given that one-third of the housing units within the County are owned by seniors and that these housing units have the capacity for a higher occupancy. Bruce County contracted Hub Solutions – a social enterprise embedded within the Canadian Observatory on Homelessness– to conduct research to explore options and opportunities for senior home-sharing programs in the County.
- Based on the findings from the literature review, data review, model scan, and discussions with stakeholders, Hub Solutions developed a holistic operational framework and a next step the County will look for potential partnership and explore funding opportunities to pilot the initiative. [Exploring Options & Opportunities for Home-Sharing in Bruce County - Human Services Committee - September 07, 2023 \(escribemeetings.com\)](#)

QUESTIONS OR COMMENTS:

- There were no questions or comments

3. Coordinator Updates

- Alexis Cook (Coordinator)

- Alexis advised project and priority setting by way of meetings and feedback from steering and advisory committee members on top priority areas, challenges, project suggestions, implementation strategies, successes, and partner opportunities.
- There was discussion regarding identified themes.
- Alexis also conducted Indigenous Community outreach for thoughtful and meaningful engagement and participation on both the Advisory Committee and at STAR.

QUESTIONS OR COMMENTS:

- There were no questions or comments

4. STAR Update / STAR Report

- Alexis Cook

- Link shared to poll preferred preference for data sharing – quarterly.
- 21 Situations to date for 2023 – currently on track to surpass number of situations in 2022.
- 17 of the 21 met the criteria for STAR interaction.
- 12 of the 17 have been closed; 5 remain open.
- Of the 12 that have been closed, 10 had risks lowered, 2 still in AER criteria as services were refused.

- Age trends were noted (12-17, 25-29, 30-39).
- Top risks identified included mental health, criminal involvement, basic needs.
- STAR Survey was designed to further understand what successful and potential areas for improvements from partners' perspectives and applicable results. Alexis summarized the survey results and noted that next steps for a full review of the results at the STAR table to draft an actionable plan.

QUESTIONS OR COMMENTS:

- There was a question regarding tracking of successes resulting from STAR – it was noted that at minimum there are “successes” in all circumstances even if the individual(s) opted out of services as all participating service agencies had the opportunity to “get on the same page” around supports offered along with identification of existing complications / further opportunities.
- If there is any specific data you'd like to see, please reach out to Alexis.

5. Action Table Updates

Josh Gibson & Jill Umbach

- Presentations were made by the following guests

Housing Action Group (Josh Gibson)

- Grey County is gearing up for an overnight warming centre that will be run by Safe n Sound. Staffing positions have been posted and once developed, policies and procedures will be shared (i.e., police services when motel is full / referrals).
- Intention is to provide a safe, warm space for anyone experiencing homelessness. It is hopeful staffing will be adequately provided. Space capacity is approximately 18 for residents with no other option for those who experience homelessness in the middle of the night.
- 148 people on the By Names List (BNL) actively listed; 95 chronically homeless; 19 are families; average age of person is 38 years old.
- Report on what current short-term shelter looks like and other initiatives being considered.

Poverty Task Force (Jill Umbach)

Income Tax Clinic Initiative

- Stats Canada confirms that 12% of people across Grey Bruce live with low income.
- There were 39,130 individuals in Grey Bruce and Huron Counties were eligible to access free income tax clinics in 2022.
- 3,050 individuals were assisted with filing 3,550 tax returns.
- Stats on number of returns filed and applicable refunds and benefits entitlements were provided (for two service agencies).

Community Drug and Alcohol Strategy

- No update provided.

Mental Health Action Table

- Alexis noted that discussions have begun with CMHA, GBHS, BGCFS and upcoming with Keystone with regard to building off of an existing Mental Health Table or creating new table to achieve outcomes.
- An update will be provided at the next meeting.

Crime Prevention

- Opportunity for collaboration and action was presented to a recent Police Chief meeting.
- An update will be provided at the next meeting.

QUESTIONS/COMMENTS

- Those experiencing homeless – are they Grey County residents or have they migrated to the area? Josh advised that over 70% initially from Grey or Bruce County. If someone arrives from

<p>out of area (and funding services not currently supported), transportation is provided to return them to their home community.</p> <ul style="list-style-type: none"> Any consideration to use the old Markdale Hospital as a housing solution? Josh advised that this has not been considered to date. Staffing would be cost prohibitive for a congregate type setting (hospital / LTC) Referral process confirmation – first call is to 211 to identify if need can be met; if there are no restrictions in place, referrals then made to the motel program. There was an inquiry about Lighthouse Program – more research would be necessary. Security would be expensive for this type of option. It was confirmed that Planning staff are always looking for additional residential units. There is an income crisis – people need additional funding supports in order to afford local rents. There is an “affordable housing continuum of practice” meeting being coordinated by Grey County staff. Josh advised that no update has been provided regarding funding proposal that was locally supported by provision of letters of support (for staffing) for the 14th Street transitional housing building.
<p>6. Communications</p> <ul style="list-style-type: none"> Alexis Cook, Coordinator
<p><i>Website Launch</i></p> <ul style="list-style-type: none"> Alexis advised that the new website launched on September 5th. There have been 142 visitors to the site with inquiries for partnership and involvement. Please send suggestions to Alexis. <p><i>Elevator Pitch</i></p> <ul style="list-style-type: none"> A generic message is being developed and shared at the next meeting to assist with promotion of the CSWBP. <p><u>QUESTIONS OR COMMENTS:</u></p> <ul style="list-style-type: none"> There were no questions or comments
<p>7. Identified Priorities</p> <ul style="list-style-type: none"> Alexis Cook
<ul style="list-style-type: none"> Members were asked to re-rate the top 5 priorities previously identified; mental health remained the top identified priority. There was discussion regarding rationale for individual ratings. <p><u>QUESTIONS/COMMENTS</u></p> <ul style="list-style-type: none"> Alexis will pull the municipal reps for additional feedback.
<p>8. Wrap Up</p> <ul style="list-style-type: none"> Steering Committee Members
<ul style="list-style-type: none"> Alexis was acknowledged for the work done since July. Advisory committee members were thanked for the ongoing commitment and engagement. <p><u>QUESTIONS / COMMENTS</u></p> <ul style="list-style-type: none"> There were no additional comments or questions.
<p>9. New Business</p>

- There was no new business.

Meeting adjourned at 3:20 PM

Should you have any questions throughout the course of this project, please don't hesitate to contact any of the Steering Committee members:

- Anne Marie Shaw annemarie.shaw@grey.ca
- Tina Metcalfe tmetcalfe@brucecounty.on.ca
- Shelley Schoonderwoerd sschoonderwoerd@victim-services.com
- Keegan Wilcox Keegan.Wilcox@opp.ca
- Jason Weppler J.Weppler@publichealthgreybruce.on.ca

Next Meeting: Friday, December 8, 2023 @1:00PM

VIRTUAL – Grey County Microsoft Teams (details to follow)



Saugeen Valley Conservation Authority

Minutes – Board of Directors

Date: Thursday July 20, 2023, 1:00 p.m.

Location: Administration Office, Formosa, ON

Chair: Barbara Dobreen

Members present: Paul Allen, Larry Allison, Kevin Eccles, Bud Halpin, Tom Hutchinson, Steve McCabe, Greg McLean, Dave Myette, Mike Niesen, Sue Paterson, Moiken Penner, Jennifer Prenger, Bill Stewart, Peter Whitten

Staff present: Erik Downing, Nicole Gibson, Janice Hagan, Donna Lacey, Elise MacLeod, Laura Molson, Ashley Richards, Brandi Walter

Chair Barbara Dobreen called the meeting to order at 1:03 p.m.

1. Land Acknowledgement

The Land Acknowledgement was read by Bud Halpin:

We begin our meeting today by respectfully acknowledging the Anishinaabeg Nation, the Haudensaunee, the Neutral, and the Petun peoples as the traditional keepers of this land. We are committed to moving forward in the spirit of reconciliation with First Nations, Métis, and Inuit peoples.

2. Adoption of Agenda

Motion #G23-62

Moved by Bill Stewart

Seconded by Paul Allen

THAT the agenda for the Saugeen Valley Conservation Authority meeting, July 20, 2023, be adopted as circulated.

Carried

3. Closed Session – to discuss matters related to identifiable individuals.

Motion #G23-63

Moved by Greg McLean

Seconded by Moiken Penner

THAT the Authority move into Closed Session, In Camera to discuss matters related to personal matters about identifiable individual(s); and further

THAT Laura Molson and Janice Hagan remain in the meeting.

Carried

Motion #G23-66

Moved by Moiken Penner

Seconded by Dave Myette

THAT the Authority adjourn from Closed Session, In-Camera, and rise and report.

Carried

Chair Dobreen reported that only the items pertaining to personal matters about identifiable individuals were discussed in the Closed Session and that staff were given direction. The following motion carried in open session:

Motion #G23-67

Moved by Bill Stewart

Seconded by Sue Paterson

That Erik Downing be appointed Acting General Manager/Secretary-Treasurer effective July 12, 2023; and that staff proceed as directed in the Closed Session; and further

THAT the Executive Committee be the liaison with management to provide direction to interim staff as required.

Carried

4. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest relative to any item on the agenda.

5. Adoption of Authority meeting minutes – May 18, 2023

Motion #G23-68

Moved by Greg McLean

Seconded by Larry Allison

THAT the minutes of the Saugeen Valley Conservation Authority meeting, May 18, 2023, be adopted as presented.

Carried

6. Reports for information

6.1 2023 Workplan update

There was no discussion.

6.2 Finance Report

There was no discussion.

6.3 Program Report

There was no discussion.

6.4 Approved Committee minutes

6.4.1 Executive Committee – April 6, 2023

6.4.2 Executive Committee – May 4, 2023

6.4.3 Water Resources Committee – May 4, 2023

6.4.4 Water Resources Committee – June 5, 2023

There was no discussion.

6.5 News Articles for Members' information

There was no discussion.

6.6 Correspondence

There was no discussion.

Steve McCabe joined the meeting at 1:36 p.m.

7. Matters arising from the minutes

7.1 SVCA Category 3 Programs and Services

The deadline for negotiation and finalization of agreements for Category 3 Programs and Services is January 1, 2024, and some SVCA watershed municipalities have yet to respond to requests for discussion. Due to the complexity and challenges of the agreements, staff recommend that an extension to the deadline be submitted to the Ministry of Natural Resources and Forestry. It was noted that the non-mandatory programs and services will not increase the municipal general levy but rather funds will be collected via the cost apportioning agreements.

Motion #G23-69

Moved by Bill Stewart

Seconded by Peter Whitten

THAT Saugeen Conservation Valley Conservation Authority Board of Directors direct staff to commence negotiations with its watershed municipal councils pertaining to the Category 3 Cost Apportioning Agreements; and

THAT the Board of Directors grant staff the authority to request an extension from the Ministry of Natural Resources and Forestry to the January 1, 2024, deadline; and further

THAT the Board of Directors directs staff to bring back a Stewardship Business Case to the October 19th, 2023 meeting, along with an estimated budget.

Carried

7.2 Federal Hazard Identification and Mapping Program (FHIMP) – Budget allocation

Staff are seeking approval to amend the approved FHIMP budget for the three flood hazard mapping projects already awarded as opportunities to include additional modelling and more

in-depth analysis of flood spill areas has been recognized. After discussion the following resolution carried:

Motion #G23-70

Moved by Bill Stewart

Seconded by Paul Allen

THAT the FHIMP Durham Creek flood hazard mapping project budget be approved up to \$50,000 plus HST; and further

THAT the FHIMP Town of Saugeen Shores flood hazard mapping project budget be approved up to \$80,000 plus HST.

Carried

8. New Business

8.1 Water Resources – Proposed Staffing Plan

Staff have identified a significant need for staffing resources in the three main programs of the Water Resources department, including a Field Assistant (full time, summer student), a Water and Erosion Infrastructure Technician (modification of existing contract position) and a Water Field Services Coordinator (full-time, three-year contract). It was noted that if these positions are not approved, then funding will be needed to outsource the activities.

Motion #G23-71

Moved by Peter Whitten

Seconded by Moiken Penner

THAT the proposed Water Resources staffing plan be endorsed and incorporated into the 2024 SVCA budget.

Carried

8.2 NWMO – Year Three Scope of Work negotiation

SVCA is completing the Year Two scope of work for NWMO and recommend a continuance of the program for Year 3, as a more in-depth understanding of water quality benefits the conservation authority and expanding our knowledge of nutrient runoff and sediment quality in the Teeswater sub watershed. The program is completely funded by NWMO and accordingly there are no costs to the Authority.

Motion #G23-72

Moved by Larry Allison

Seconded by Paul Allen

WHEREAS Saugeen Valley Conservation Authority entered into a Service Level Agreement to complete years one and two of the NWMO's Environmental Media Baseline Monitoring (EMBP) Program (water quality and hydrology components);

BE IT RESOLVED THAT SVCA staff are directed to enter into a renewed scope of work for NWMO EMBP Year 3, January to December 2024; and further

THAT staff are authorized to hire the necessary staff to carry out the work, as specified in the renewed scope of work, provided that no costs are borne by the Authority.

Carried

8.3 Permits issued for endorsement

Permits issued by SVCA staff are endorsed by the Board of Directors. There was no discussion on the staff report.

Motion #G23-73

Moved by Bill Stewart

Seconded by Jennifer Prenger

THAT the Development, Interference with Wetlands and Alterations to Shorelines and Watercourse applications (23-084 - 23-179, save 23-158, 23-150), pursuant to Ontario Regulation 169/06, as approved by staff, be endorsed.

Carried

Tom Hutchinson joined the meeting at 2:25 p.m.

8.4 Section 28 Permit Application: Proposed Southampton Seniors Care Facility

Brandi Walter presented Staff Report #8.4. SVCA had issued a permit for the renovation and expansion of the Southampton Seniors Care Facility in March 2018. The permit expired in 2020 without any construction taking place during that time and resubmission of the application was necessary. The amount of work is anticipated to go beyond the 24-month time, and a 60-month permit is requested. Staff are satisfied that the conditions for floodproofing will be met and that there will be no impact on flood elevations on adjacent properties, therefore recommend that the permit be approved with conditions. After discussion the following motion carried:

Motion #G23-74

Moved by Paul Allen

Seconded by Bud Halpin

THAT the SVCA Board of Directors approve permit application number 23-126 for reconstruction of the Southampton Seniors Care Centre, including construction of a new building, and to carry out associated excavation, filling, and grading in the one-zone regulatory floodplain; and

THAT the SVCA Board of Directors approve permit application 23-126 with conditions noted on Schedule 2 of the attached draft permit; and

FURTHER THAT the Board of Directors approve permit application number 23-126 for a validity period of 60 months.

Carried

8.5 Agricultural Advisory Committee – Member appointment

Motion #G23-75

Moved by Steve McCabe

Seconded by Tom Hutchinson

THAT Adam Dales be appointed to the Saugeen Valley Conservation Authority Agricultural Advisory Committee for the 2023 calendar year.

Carried

8.6 Terms of Reference Approval – Agricultural Advisory Committee

Motion #G23-76

Moved by Bud Halpin

Seconded by Bill Stewart

THAT the proposed Terms of Reference for the Agricultural Advisory Committee be endorsed.

Carried

- 9. Closed Session** – to discuss matters related to litigation or potential litigation affecting the Authority, advice that is subject to solicitor-client privilege, and personal matters about an identifiable individual.

Motion #G23-77

Moved by Greg McLean

Seconded by Bill Stewart

THAT the Authority move to Closed Session In Camera to discuss matters related to litigation or potential litigation affecting or may affect the Authority, including a proposed or pending acquisition or disposition of land by the Authority and to discuss personal matters regarding identifiable individual(s); and further

THAT Laura Molson, Erik Downing, Elise MacLeod, Madeline McFadden, and Janice Hagan remain in the meeting as required.

Carried

Motion #G23-82

Moved by Sue Paterson

Seconded by Bill Stewart

THAT the Board of Directors adjourn from Closed Session, In Camera, and rise and report.

Carried

Chair Dobreen reported that only the items pertaining to the reasons for the Closed Session were discussed. Report 5.1 – Varney Pond update was removed from the Closed session for discussion in the open session.

Elise MacLeod presented an update on the closure of the Varney Pond and noted that staff are waiting for a response from both the Ministry of Transportation (MTO) and the Department of

Fisheries and Oceans (DFO) to comment on operational procedures. SVCA has received a DRAFT assessment from D.M. Wills after an inspection of the water and erosion infrastructure which identified potential safety concerns. Key recommendations include undertaking a Public Safety Risk Assessment and refraining from filling the pond until appropriate permissions have been granted from relevant agencies, including DFO, MNRF, MECP.

Motion #G23-83

Moved by Jennifer Prenger

Seconded by Moiken Penner

THAT the Varney Pond Update –Infrastructure Inspection report be received for information;
and

THAT the agenda be amended to reflect Report 5.1 being removed from the Closed Session.

Carried

10. Adjournment

There being no further business, the meeting adjourned at 3:51 p.m. on the motion of Greg McLean and Moiken Penner.

Barbara Dobreen
Chair

Janice Hagan
Recording Secretary

Multi Municipal Wind Turbine Working Group
MINUTES

MMWTWG-2023-03
Thursday, May 11, 2023, 7:00 p.m.
Virtually via Microsoft Teams

Members Present: Mark Davis - Municipality of Arran-Elderslie - Citizen
Appointee
Ryan Nickason - Municipality of Arran-Elderslie
Scott Mackey - Township of Chatsworth
Tom Allwood - Municipality of Grey Highlands
Dan Wickens - Municipality of Grey Highlands
Jim Hanna - Township of Huron Kinloss
Mike Hentz - Municipality of Dutton-Dunwich
Todd Dowd - Municipality of Northern Bruce Peninsula

1. Meeting Details

2. Call to Order

The Chair called the meeting to order at 7:03 pm. A quorum was present.

3. Adoption of Agenda

The Working Group passed the following resolution:

MMWTWG-2023-22

Moved by: Dan Wickens - Municipality
of Grey Highlands

Seconded by: Jim Hanna - Township of
Huron Kinloss

Be It Resolved that the Multi-Municipal Energy Working Group hereby adopts the agenda of the Thursday, May 11, 2023 as distributed by the Recording Secretary.

Carried

4. Disclosures of Pecuniary Interest and General Nature Thereof

None.

5. Special Guests

5.1 MPP Rick Byers

Chair Allwood welcomed MPP Byers to the meeting.

MPP Byers is looking forward to working with the group to understand the pressing issues and concerns.

Chair Allwood reviewed the main concerns that the Working Group has been advocating for.

The Working Group is happy to see that municipalities have siting controls back however there are still concerns regarding setbacks. The Working Group has made recommendations on what appropriate setbacks should be and continues to advocate for those changes to be made.

There are concerns regarding safety and protocol requirements with wind turbines projects. There have been some catastrophic failures associate with wind turbines. The Working Group has received a response from the Ministry that all concerns are addressed and reported on and the Working Group has requested copies of the reports but has not been successful.

There are concerns regarding the taxation of wind turbines and whether they are being taxed appropriately. The Working Group has received correspondence from the Ministry of Finance on that matter.

The newest concern relates to the IESO RFP that is currently ongoing. The extra generation will need to be housed somewhere and there are many new battery storage facilities being proposed. These proposals bring forward concerns related to fire suppression measures and emergency protocol, setback provisions and noise emissions.

MPP Byers spoke briefly to the provinces Green Energy Plan. The current and continued thrust is in the nuclear power program. Storage is another area that is of focus and will continue to be in the long-term plan.

6. Delegations/Presentations

6.1 Bill Palmer - Brief Update on the Stachura matter

Mr. Palmer provided a brief overview of his role with the group as Technical Advisor to the group as well as the Stachura matter.

The Stachura's are residents living in the K2 Wind Development area. In 2017, they had brought forward issues related to the adverse effects on their lives and the enjoyment of their property from the tonality of the K2 wind turbines.

Feedback has just been received however said very little, other than that the Ministry had received the audit information, had reviewed it, and concluded, *"Those acoustic audits were reviewed by ministry staff and found to be in compliance with ministry's requirements as outlined in the Compliance Protocol for Wind Turbine Noise."* The Ministry letter went on that, *"The ministry's review of the complaint investigation immission audit reports, (audio files), and supporting documents concluded that the K2 wind facility has satisfied the complaint investigation procedures outlined in the letter dated November 30th, 2018."*

Mr. Palmer has written two technical papers that have been published on the K2 tonality issues and it was also one of the primary issues raised during his 2018 briefing with Minister Yurek.

He has reviewed some of the material that the Stachura's have received back. They had to go through Freedom of Information and pay to receive the audit reports. The reports show that there is in fact tonality in the samples.

He provided the Working Group with a brief explanation of A-weighting, noise and sound.

Mr. Palmer noted that it is distressing that the Ministry will not review and revise its compliance protocols in light of the evidence that is being provided to them on the inconsistencies.

Once his technical paper is completed and published, he will share it with the Working Group.

Following Mr. Palmer's presentation, Chair Allwood noted that it touched on two of the main issues the Working Group has raised and advocates for, setbacks and noise receptors. The 550m that is the current regulation does not address the issues of tonality.

There are hundreds of complaints of this nature and the Ministry has indicated that they are reported on quarterly however the Working Group has met roadblocks when trying to obtain those reports.

Subsequent to further discussion, the Working Group passed the following resolution:

MMWTWG-2023-23

Moved by: Todd Dowd - Municipality
of Northern Bruce
Peninsula

Seconded by: Mark Davis - Municipality
of Arran-Elderslie - Citizen
Appointee

Be It Resolved that the Multi Municipal Wind Turbine Working Group hereby receives Mr. Palmer's presentation for information purposes.

Carried

6.2 Warren Howard - BESS Considerations for Zoning Bylaws

Mr. Howard made a presentation to the Working Group regarding considerations for municipal bylaws.

Some of the considerations Mr. Howard suggested included:

- location on prime agricultural land
- setbacks from existing structures
- treatment of vacant lots
- setbacks from property lines
- do proposals meet fire safety standards
- noise emissions
- emergency plan requirement
- handling of fire emergencies
- environmental monitoring

Mr. Howard asked for any feedback from the Working Group.

Chair Allwood addressed the BESS concerns during a training session with the Office of the Fire Marshall's office. They indicated that these systems are relatively new and they would be provide training to the Fire Chiefs. They are actively working on regulating these systems but they are about a year away of having anything in place.

Subsequent to further discussion, the Working Group passed the following resolution:

MMWTWG-2023-24

Moved by: Dan Wickens - Municipality of Grey Highlands

Seconded by: Scott Mackey - Township of Chatsworth

Be It Resolved that the Multi Municipal Wind Turbine Working Group hereby receives Mr. Howard's presentation on BESS setback considerations, for information purposes.

Carried

6.3 Warren Howard - IESO Long Term RFP - Request for Feedback

Mr. Howard made a presentation to update the Working Group on the IESO RFP process.

The most recent presentation took place on May 4th. The IESO is requesting feedback by May 18th.

Feedback should be sent to engagement@ieso.ca

Mr. Howard suggested that feedback be provided as follows:

Expansion of Existing Projects

- Municipal Support required for changes to increase capacity or to extend contract terms of existing projects
- Provide confirmation that existing project is fully compliant with all terms of its Renewable Energy Approval.
- Noise emissions from revised project will meet current standards for noise emissions.

Municipal Support

Information requirements are insufficient

- Currently only type of project, maximum project capacity, description of site

Municipalities require detailed Information

- Site, setbacks, noise emissions, fire safety, emergency plan
- Statement of Benefits to Community

Ability to Withdraw Municipal Support

- When new information becomes available

Community Engagement

Proper Community Engagement Required

- Proper written notice to adjoining landowners and wider community
- Limited internet capabilities require in person meetings
- Full project description made available. If details not available or if they change, additional public meetings required.
- Statement of benefits to community
- Precedes municipal consideration of project
- Opportunity for direct community feedback to IESO

Indigenous Support

- Indigenous involvement is important.
- Projects cannot proceed without local Indigenous support.
- Applies to local community within the traditional lands of the Indigenous community.
- Investment by other native groups only permitted when local community supports project.

Mr. Palmer suggested that the issue of hydrogen be included. The IESO talks of 1500 MW of hydrogen from unknown sources. The problem is that wind turbines can be put up to supply hydrogen and become a part of the hydrogen supply field and not necessarily the wind turbine field which is a very significant concern.

Subsequent to further discussion, the Working Group passed the following resolution:

MMWTWG-2023-25

Moved by: Dan Wickens - Municipality of Grey Highlands

Seconded by: Jim Hanna - Township of Huron Kinloss

Be It Resolved that the Multi Municipal Wind Turbine Working Group hereby receives Mr. Howard presentation on the IESO and that the Working Group will draft a response to the IESO by May 18, 2023.

Carried

7. Minutes of Previous Meetings

The Working Group passed the following resolution:

MMWTWG-2023-26

Moved by: Ryan Nickason -
Municipality of Arran-
Elderslie

Seconded by: Scott Mackey - Township of
Chatsworth

Be It Resolved that the Multi-Municipal Energy Working Group hereby approves the minutes of the Thursday, March 9, 2023 meeting as presented by the Recording Secretary.

Carried

8. Business Arising from the Minutes

8.1 Follow Up Letter - Wind Turbine Failures

The Working Group passed the following resolution:

MMWTWG-2023-27

Moved by: Dan Wickens - Municipality
of Grey Highlands

Seconded by: Jim Hanna - Township of
Huron Kinloss

Be It Resolved that the Multi Municipal Wind Turbine Working Group hereby approves the distribution of the letter regarding the Wind Turbine Failures as presented.

Carried

8.2 Minister of Health - Health Hazards Letter

The Working Group passed the following resolution:

MMWTWG-2023-28

Moved by: Jim Hanna - Township of
Huron Kinloss

Seconded by: Todd Dowd - Municipality
of Northern Bruce
Peninsula

Be It Resolved that the Multi Municipal Wind Turbine Working Group hereby approves the distribution of the letter regarding Health Hazards.

Carried

8.3 Letter to the Office of The Fire Marshall regarding Battery Storage Systems

The Working Group passed the following resolution:

MMWTWG-2023-29

Moved by: Scott Mackey - Township of Chatsworth

Seconded by: Ryan Nickason - Municipality of Arran-Elderslie

Be It Resolved that the Multi Municipal Wind Turbine Working Group hereby approves the distribution of the letter to the Office of the Fire Marshall as presented.

Carried

8.4 Feedback from circulation of BESS Presentations to Fire Chiefs

The Working Group provided direction that a follow up letter be sent to Member Municipalities requesting that the information be provided to Council for information.

Members can then make a motion requesting that their respective fire chiefs provide a report back to Council on the matter if they wish.

Mr. Byers thanked the Working Group for the invitation. He will follow up with Chair Allwood to ensure he clearly understands the issues. He departed the 8:12 p.m.

8.5 Approval of Terms of Reference & Annual Fee by Member Municipalities

Approvals have been received from:

Arran-Elderslie

Grey Highlands

The Recording Secretary will forward this request a second time so that the new Terms of Reference can be finalized.

9. Correspondence

9.1 Requiring Action

9.1.1 Approval of March and April Recording Secretary Invoice

The Working Group passed the following resolution:

MMWTWG-2023-30

Moved by: Dan Wickens - Municipality of Grey Highlands

Seconded by: Ryan Nickason - Municipality of Arran-Elderslie

Be It Resolved that the Multi Municipal Wind Turbine Working Group hereby approves the payment of the invoice for the March and April Recording Secretary services.

Carried

9.2 For Information

9.2.1 Correspondence Items from Ruby Mekker for information

Ms. Mekker provided an explanation of the materials that she provided.

She has sent a letter to North Stormont providing information on a bylaw that was passed in 2010 by Arran-Elderslie to amend the municipal code to incorporate certain health and safety provisions with respect to the locating and erecting of wind generation facilities within the Municipality. It also touched on the noise issues and other health effects experienced by people.

She also provided information on contamination effects from the shrapnel and chemicals in the breakdown of industrial wind turbine blades and provided some information on bylaws that other municipalities have passed regarding industrial wind turbines.

Subsequent to further discussion, the Working Group passed the following resolution:

MMWTWG-2023-31

Moved by: Todd Dowd - Municipality
of Northern Bruce
Peninsula

Seconded by: Ryan Nickason -
Municipality of Arran-
Elderslie

Be It Resolved that the Multi Municipal Wind Turbine
Working Group hereby accepts the correspondence for
information purposes.

Carried

10. Members Updates

Chair Allwood has taken the Essentials of Municipal Fire Course through the Office of the Fire Marshall. As noted before, he addressed the BESS concerns during the training session. They indicated that these systems are on their radar however they are about a year away before they would have anything they could share with municipalities. Municipalities could consider putting in place an interim control bylaw in place until that information is available.

There were no other updates from Members.

11. New Business

None.

12. Closed Session (if required)

13. Confirmation of Next Meeting

The next meeting will be held on September 14, 2023.

14. Adjournment

The Working Group passed the following resolution:

MMWTWG-2023-32

Moved by: Ryan Nickason -
Municipality of Arran-
Elderslie

Seconded by: Dan Wickens - Municipality
of Grey Highlands

Be it Resolved that the meeting of the Multi-Municipal Wind Turbine Working Group is hereby adjourned at 8:33 p.m.

Carried

Tom Allwood

Tom Allwood, Chair

Julie Hamilton

Julie Hamilton, Recording
Secretary

SAUGEEN MOBILITY

and REGIONAL TRANSIT

GENERAL BOARD MEETING MINUTES

Friday, May 26, 2023, 1:30 p.m.

Boardroom, 603 Bruce Rd 19, Walkerton, ON & via Zoom

Board Members Present: Ed McGugan, Councillor, Huron-Kinloss, President
Doug Townsend, Councillor, West Grey, Vice-President
Warren Dickert, Deputy Mayor, Hanover, Past President
Cheryl Grace, Councillor, Saugeen Shores
Doug Kennedy, Councillor, Kincardine
Joel Loughhead, Councillor, Grey Highlands
Scott Mackey, Mayor, Chatsworth
Jennifer Shaw, Deputy Mayor, Arran-Elderslie
Barbara Dobreen, Councillor, Southgate, for Monica Singh-Soares

Board Members Absent: Kym Hutcheon, Councillor, Brockton

Others Present: Stephan Labelle, SMART Manager
Catherine McKay, Recording Secretary

1. Call to Order

The meeting was called to order at 1:31 p.m. The President, the Past President and the Manager attended in person. The remaining Board members attended via Zoom.

2. Disclosure of Pecuniary Interest and Declaration of Conflict of Interest

None declared.

3. Approval of the Agenda

Motion #2023-023 033

Moved by Jennifer Shaw; Seconded by Doug Townsend

That the agenda for May 26, 2023 be amended to add "Future Meeting Schedule" and that the agenda be accepted as so amended.

Carried

4. Delegations

There were no delegations.

5. Minutes of Previous Meeting – April 28, 2023

Motion #2023-024 034

Moved by Cheryl Grace; Seconded by Doug Kennedy

That the minutes of the April 28, 2023 General Board Meeting be accepted as circulated.

Carried

6. Business Arising from the Minutes

A. HCSS Collaboration

HCSS uses 10 accessible vehicles in the area served by SMART and has requested that SMART provide service to its clients when it is at maximum capacity and has no vehicles available. HCSS was asked to quantify the need, but said it is not possible as it depends on supply and demand. Their plan is to call SMART when a request comes in that they can't respond to and continue with the existing Memorandum of Understanding (MOU). All HCSS clients served by SMART are within the member municipalities and are eligible for SMART service. HCSS is less expensive than SMART (\$10 vs. \$7.50 and a lower rate per kilometre) which is why people call them rather than

SMART. The issue was raised that HCSS is subsidized by Ontario Health, the successor of the LHIN, and any ride provided to an HCSS client increases SMART's costs. If SMART operated on a cost recovery basis, this would allay the concern of provincial subsidization of HCSS which in turn has SMART providing rides to its clients at an increased cost to SMART.

However, since HCSS clients could call SMART in the first instance, there should not be any concern about HCSS serving people who are within the member municipalities. There is a move towards one accessible transit service across Grey Bruce, and the cost to SMART is the same whether the client calls HCSS or SMART for their ride. Having SMART provide rides to HCSS clients might in fact be positive for SMART as potential new clients learn about it and it is a step towards one accessible transit service.

A question was asked about whether HCSS clients have to be approved before being able to take a ride from SMART. The Manager stated that SMART should get HCSS's client information to confirm eligibility and ensure that the correct information is available to send the invoice. There may be privacy issues with such information sharing and the funding difference between HCSS and SMART was noted, since HCSS receives provincial funds from Ontario Health. It was suggested that the MOU's terms on eligibility should be reviewed, and if HCSS eligibility criteria differ from SMART's, any required change to the MOU should be brought back to the Board for approval.

Motion #2023-026 035

Moved by Scott Mackey; Seconded by Barbara Dobreen

That the Manager review the MOU for any discrepancy between the eligibility criteria of SMART vs. HCSS and report back to the Board.

Carried

B. Municipal Act and SMART

The President informed the Board that he called Peter Loucks who reiterated his previously provided legal opinion that the Municipal Act does not apply to SMART. Mr. Loucks suggested that the Board emulate the Municipal Act by adhering to its requirements which would ensure that it is in compliance if the Act is found to apply and that it has done its due diligence.

C. GTR

GTR is a service based in Owen Sound that provides transit on fixed routes in Grey Bruce. It has asked SMART to consider filling requests it receives for accessible transit as it does not have the capacity to provide accessible rides. An MOU was drafted but has not been finalized pending information from SMART's insurer on the cost of abuse liability insurance which the GTR requires SMART to have. The matter will be deferred to the next Board meeting.

7. New Business

A. Levels of Service

The Manager presented a set of slides which had been previously distributed to Board members. The slides showed the results of his data analysis and set out the following information:

- There are 1,641 clients currently registered with Saugeen Mobility and the distribution of those clients amongst the municipalities was shown in a chart. Staff have gone through the records and removed clients who have been inactive for more than five years.
- In 2022, 771 clients generated 21,527 rides.
- The relationship between price and volume of travel shows that the higher the price, the fewer rides people generally take.
- The type of user that Saugeen Mobility mainly caters to is a transit dependent rider (as opposed to a discretionary rider) who does not have a lot of choice but to keep using accessible services if prices go up. The choices made by this type of rider are limited when prices increase.

- The types of rides taken by transit dependent riders show what would happen if transit prices increased, which is that they might choose to stop taking “discretionary” rides because of higher prices, although there would still be some rides that transit dependent riders would have to take because they have no other option.
- An increase in Saugeen Mobility transit prices would cause transit dependent riders to decrease or stop taking certain rides.
- The types of trips taken in 2019 were shown followed by a comparison of 2019 (pre-pandemic) and 2022 (post-pandemic), and lastly, a few numbers were provided for 2023.
- Board members were provided with the number of Sunday rides taken by clients in their municipality.
- Three pricing options were shown using Kincardine as an example. The first set out a revised status quo, where prices are increased to account for inflation and increases in fuel, wages and insurance costs. The second option showed the costs for an enhanced service. By way of example, an enhanced service ride for a Kincardine client where they can get service within 45 minutes, would cost \$228.85. If the cost of two vehicles were amortized over several years, the cost could also be \$1.75 per kilometer, with a minimum ride cost of \$17.50. The third option was cost recovery where the cost per kilometer is related to the price per kilometer for the operation of a vehicle.

The Board discussed various aspects of the presentation as follows:

- Providing an enhanced level of service requires hiring more drivers and purchasing more vehicles.
- The intent is to work towards a menu of services that municipalities can choose from and they do not all have to have the same level of service. Several Board members expressed the view that their Councils would be unlikely to choose the enhanced level of service due to the cost. In light of this, it was suggested that the enhanced level not be pursued and that some other method of providing the desired level of service to Kincardine should be explored through charter service, for example. Doug Kennedy suggested that Kincardine could possibly work with Saugeen Mobility on a pilot project to assess options that might work. He added that ways to reduce the cost impact need to be explored, possibly by ensuring that drivers are in the right places at the right time and reducing “deadheads” where vehicles are being driven with no paying clients. Two drivers have been hired in the last few months, and hiring efforts have targeted areas outside of Walkerton, Durham and Hanover with little success and there were no applications from Kincardine. There is one driver each in Glammis, Sauble Beach and Point Clark, and these three could provide the requested level of service to Kincardine, an area which they currently serve. One of the issues is that there is little demand for rides from 9:30 a.m. - 2:30 p.m..
- The Manager clarified the cost increases noting that fuel went up from \$125,000 in 2021 to \$250,000 for 2022, and insurance costs have increased from \$60,000 to \$134,000 for 2023. Other cost increases are not as significant but if SMART does not keep up with cost increases, sudden increases will likely occur in the future in the municipal contributions.
- A menu of services with different prices for different municipalities would increase the workload of the staff, but it should be possible to manage this. Future reports are to include the feasibility regarding the capacity to integrate additional demands into the workload.
- Most of SMART’s clients are people with low incomes, seniors and those on ODSP whose incomes do not keep up with inflation and while it is reasonable to recover a portion of SMART’s costs, there should be an awareness of the client’s capacity to pay, and even a small increase in absolute terms could create a barrier to service. SMART is unlikely to turn into a business and should be mindful of the impact of price increases.

The Manager was commended for producing the data in a timely fashion and he will make presentations to municipal councils, to which he can add the information in the slide presentation. Municipalities prepare their budgets starting at the end of August in some cases, and this should be

kept in mind when the presentations are scheduled so Councils have the information in time to take it into account in the budget process. The information in the slides should also be made available to the public.

The President thanked the Manager for his work on this conceptually challenging project and the data gathering required. The use of a consultant to do further analysis was discussed. It was agreed that this is not necessary and the Manager should be allowed the time to further develop his analysis. Board members expressed a desire for sufficient time to digest the service level information and are keenly interested in the data analysis. The President confirmed that this work will continue, which might ensure that current SMART members remain in the partnership and that new members might be brought on.

Motion #2023-026 036 ^Q

Moved by Warren Dickert; Seconded by Doug Kennedy

That the Board receive for information the presentation provided by the Manager and that the issue of service levels be added to the Board's next meeting agenda.

Carried

B. 9-Passenger Vehicle

The vehicle needs transmission work which will cost \$3,000 - \$5,000 and a decision is needed whether to repair or sell it. It is a 2014 model with 254,000 kilometers on it, which is 100,000 less than comparable vehicles. Another vehicle has 390,000 kilometers and the Manager's recommendation is to repair the 2014 vehicle to replace the one with 390,00 kilometers.

Motion #2023-026 037 ^Q

Moved by Scott Mackey; Seconded by Warren Dickert

That the Board approve repairs to the 9-passenger vehicle.

Carried

8. Correspondence

The Manager informed the Board that correspondence had been received from the province regarding a potential funding source.

9. Reports and Recommendations

A. Report on April 2023 Operations

Rides are returning to the mid-2019 level, with 2046 rides and \$30,987.48 in user fees, an increase of 30% in rides and 22% in fees compared to April 2022. There was an increase of 26% in billed kilometers compared to the same period last year and a total of 250 individual clients were invoiced. The Manager noted that without more drivers and vehicles, SMART's capacity will start to plateau.

Motion #2023-030 038 ^Q

Moved by Warren Dickert; seconded by Cheryl Grace

That the Board approve Report SL2023-0519 April 2023 Operational Report as presented.

Carried

B. Report on January to April 2023 Budget

If the budget is extrapolated to the end of the year, a deficit of \$560,000 or \$585,000 will result depending on driver costs. Municipal contributions are not arriving as quickly as last year and invoices for the second portion of 2023 have been issued. Once those funds start coming in, the deficit will go down and will eventually be covered by gas tax funds. The Manager agreed to clarify the ridership numbers.

Motion #2023-031 039²

Moved by Scott Mackey; seconded by Joel Loughead

That the Board approve Report SL2023-0519-1 January to April 2023 Budget Update as presented.

Carried

Barbara Dobreen left the meeting at 3:11 p.m.

10. Committee Reports

A. Strategic Planning Committee

The President noted that the Committee has not done any additional work since its last meeting, and will try to meet in June via Zoom to review the menu of service and other issues.

11. Closed Session

There were no items for a closed session.

12. Future Meeting Schedule

It was agreed that Friday afternoons are not the most convenient and the Manager is to survey Board members to find an alternative meeting time.

13. Adjournment & Upcoming Meeting Dates

The next meeting of the Board will take place at the call of the President.

Motion

Moved by Doug Townsend; Seconded by Doug Kennedy

That the Board of Directors of SMART adjourn at 3:19 p.m.

Carried



Ed McGugan, President



Catherine McKay, Recording Secretary

SAUGEEN MOBILITY

and REGIONAL TRANSIT

GENERAL BOARD MEETING MINUTES

Friday, June 23, 2023, 1:30 p.m.

Boardroom, 603 Bruce Rd 19, Walkerton, ON & via Zoom

Board Members Present: Ed McGugan, Councillor, Huron-Kinloss, President
Doug Townsend, Councillor, West Grey, Vice-President
Warren Dickert, Deputy Mayor, Hanover, Past President
Cheryl Grace, Councillor, Saugeen Shores
Kym Hutcheon, Councillor, Brockton
Doug Kennedy, Councillor, Kincardine
Joel Loughhead, Councillor, Grey Highlands
Scott Mackey, Mayor, Chatsworth
Monica Singh-Soares, Councillor, Southgate (via Zoom)

Board Members Absent: Jennifer Shaw, Deputy Mayor, Arran-Elderslie

Others Present: Stephan Labelle, SMART Manager
Catherine McKay, Recording Secretary

1. Call to Order

The meeting was called to order at 1:30 p.m.

2. Disclosure of Pecuniary Interest and Declaration of Conflict of Interest

None declared.

3. Approval of the Agenda

Motion #2023-040

Moved by Cheryl Grace; Seconded by Kym Hutcheon

That the agenda be approved as presented.

Carried

4. Delegations

There were no delegations.

5. Minutes of Previous Meeting – May 26, 2023

Motion #2023-041

Moved by Joel Loughhead; Seconded by Doug Townsend

That the minutes from May 26, 2023 be approved as presented.

Carried

In discussion arising from the minutes, the Manager informed the Board that abuse liability insurance coverage of \$1 million would cost \$500 per vehicle, for a total of \$11,000. Without this insurance, SMART cannot provide rides to GTR clients since any organization that deals with vulnerable clients must have abuse liability insurance. Perhaps not having such insurance was an oversight in the past for SMART. Since the GTR is a County of Grey system, it was suggested that the county pay, not the member municipalities. SMART's insurance broker has indicated that the current policy does not provide abuse liability coverage. GTR is expecting SMART to confirm that the contract terms have been met, including that abuse liability insurance coverage in place.

SMART is being asked to agree to provide service to GTR clients is because under the Accessibility for Ontarians with Disabilities Act (AODA), service at the same price must be offered to clients with disabilities as those without disabilities so that they are not discriminated against on the basis of their

disabilities. GTR clients cannot call SMART directly because the fixed GTR routes are not in a member municipality, and few specialized rides would materialize from the GTR given its fixed routes.

Other options to solve the issue were discussed such as having the insurance on only some vehicles or assigning vehicles to serve only GTR clients. The Manager indicated that these options are not practical because it is not possible to know where SMART vehicles are at any given time.

SMART's insurance, which renews in August and has not been updated in the last five years.

Motion #2023-042

Moved by Cheryl Grace; Seconded by Kym Hutcheon

That SMART undertake a review of its insurance coverages, including the employee benefit insurance.

Carried

Motion #2023-043

Moved by Scott Mackey; Seconded by Kym Hutcheon

That SMART will meet its obligations to GTR if Grey County covers the costs of its abuse liability insurance.

Carried

6. Business Arising from the Minutes

A. HCSS Collaboration

The agreement with HCSS has been changed to provide that its clients must be meet SMART eligibility requirements (i.e. be physically or mentally challenged) to receive service. A signed agreement reflecting this was received from the HCSS Executive Director as of June 23, 2023.

B. Levels of Service

The President updated the Board on the work of the Strategic Planning Committee and referred to the minutes of the Committee's meetings which were included with the meeting material. The Board discussed levels of service and various questions arose, including how invoicing would work in the case of total cost recovery, and the implications to voting privileges where a municipality opts for full cost recovery and is therefore not contributing financially to the SMART partnership.

Saugeen Shores was cited as a possible candidate for enhanced service since it has the largest population and the smallest area, with two drivers living in the area. Another option would be to create zones with Saugeen Shores and Kincardine in a zone, and Hanover and Brockton in another zone with drivers and vehicles assigned to the zone.

If a menu of service is put in place, each municipality should request the specific level of service it wants, a contract should be entered into for that level of service and the municipality can then decide if it in fact wants that level of service, taking into account the cost and its budget situation.

Kincardine has requested an enhanced level of service, and this level of service should be equitably offered to all municipalities through a general announcement.

SMART is trying to expand its range of services to meet differing requirements from the member municipalities. What it can do should be defined with costs attached, and then decisions should be made as to what services will be offered to the municipalities so they can made decisions.

Kincardine Council has made motions but has not made a specific request to SMART for an enhanced level of service and the issue arose of whether SMART should be considering that level of service to Kincardine if no formal request has come from Council. "Enhanced" service for Kincardine would mean the 2018 level provided which Doug Kennedy indicated would be acceptable to but Kincardine Council would have to agree to the cost. The Manager has done

costings for different levels of service for each municipality and these should be sent to them, with a request for a response.

There is no issue under the AODA in not offering weekend service since the requirement is to offer the same service at the same price to those with disabilities as to those without.

The Manager has so far made presentations to five member municipal councils outlining the costs of Basic, Enhanced and Enhanced Plus levels of service, and could prepare written reports containing that information. The presentations provide general information about SMART such as the number of vehicles, the AODA requirements, and three levels of service. The presentation does not include the option of a lower financial contribution for the municipality, but the Manager said that it should.

Due to the timing of budgets, different rates based on level of service would not be implemented until 2025 although municipalities could do pre-budget approval if the issue was important. SMART could ask municipalities what level of service they want and set the 2024 budget on that basis. SMART's budget is set each year in the fall and there will be unknowns in the budget since the gas tax will change as a result of changes in ridership.

Kym Hutcheon asked for a comparison of users in 2018 compared to the current level and asked if weekend users dropped off.

The Manager spoke to the Ministry of Transportation which indicated that it would be acceptable to charge different rates, and SMART is under no obligation to charge the same price in all municipalities. The number of Sunday rides was relatively small and rides would not come back to their previous levels if Sunday service was added now.

If Kincardine receives a higher level of service, this may generate concern in other municipalities and discussion ensued about how once a municipality joins SMART, the cost is relatively low but increases as rides increase. Municipalities very carefully consider their participation in SMART during their budget processes. The question was raised as to how to allocate SMART's fixed costs once levels of service are implemented. To return to the 2018 level of service would require hiring new drivers and purchasing new vehicles. Municipal contributions are calculated on a formula of 30% population and 70% ridership in the previous year. Municipalities may not be willing to commit to a level of service until budget time, although in some municipalities budget requests are prepared by mid-August, so this timing would work.

Introducing levels of service could bring other municipalities into the SMART partnership since they will be able to know their contribution. Increases in contributions over time have caused concern for some member municipalities. In the case of one of the municipalities, the cost recovery approach would mean a price of \$228 per ride plus \$0.75 per kilometre which is the cost of a vehicle divided by the average number of rides per year and which would pay off the cost of the vehicle within one year assuming the same the number of rides.

This would be close to the level of service provided by private sector providers but would result in SMART losing clients who cannot pay such rates. Municipalities will have to decide the level of service they wish to provide. Lobbying was suggested to increase the various sources of government income for clients, although some of SMART's clients are not economically disadvantaged, and it does not have information about clients' incomes.

Direction was provided to the Manager to prepare a report for each member municipality on its levels of service and the costs, and submit the reports by email to the Board for approval, and once approved by the Board, submit to each municipality.

Motion #2023-044

Moved by Scott Mackey; Seconded by Cheryl Grace

That SMART move towards introducing different levels of service for the member municipalities to consider once the Manager has completed his presentations and that municipalities be asked to respond back within 60 days as to their desired level of service.

Carried

7. New Business

A. Grants

The Manager attended a seminar on how to prepare grant proposals and SMART should apply for as many as possible. There are several grants available, and he will do research to determine which ones SMART eligible to apply for. A service is available for about \$800 per year that alerts organizations to grant opportunities, what they are for and the deadlines. Scott Mackie agreed to forward information about this service to the Manager.

B. Donations

This item was deferred.

C. Presentations to Municipalities

This item was covered in 6B above.

8. Correspondence

There was no correspondence.

9. Reports and Recommendations

A. Report on May 2023 Operations

May rides increased 18%, income from fees increased by 4% compared to May 2022, and there was an increase of 9% in billed kilometers. A total of 228 individual clients were invoiced in May. The discrepancy in the increases in rides versus fees was highlighted and a question was posed about why the increase in fees so much lower if there was an increase in billed kilometres. The Manager agreed to look into these issues and to provide to Monica Singh-Soares information about where the clients live who took the 41 rides in Southgate. The population of Dundalk is growing and it may be important to do information sharing about SMART with new residents.

Motion #2023-045

Moved by Scott Mackey; seconded by Kym Hutcheon

That the Board approve Report SL2023-0616 May 2023 Operational Report as presented.

Carried

B. Report on Dash Cameras

The Manager reviewed the report noting that dash cam footage is accepted by insurance companies and police as evidence, although SMART has only had one accident where dash cam footage would have been valuable. Cameras are available for about \$56 plus tax which record both frontwards and backwards and coupons are for online purchases. The Manager will get pricing from local businesses as well as online providers and ensure that the cameras record both frontwards and backwards but are placed so that they do not record drivers since that is not the purpose. Signs will be posted in the vehicles to alert passengers to the cameras and cameras can serve as protection for drivers against untrue allegations. SMART should have a policy on dash cameras including a provision that footage is only reviewed if there is a complaint. Suggestions were made to solicit donations for the dash cams and the Manager said he has written to a local service club asking for financial assistance to purchase an AED for the big bus.

Direction was provided to the Manager to develop a policy on the use of dash cameras including provisions as to when they are to be turned on, when they are to operate, the posting of signs in vehicles and who can view the footage.

Motion #2023-046

Moved by Kym Hutcheon; seconded by Cheryl Grace

That the Board approve the procurement of dash cameras to a maximum of \$2,500 including tax and shipping.

Carried

C. Report on Abuse Policy

The Board discussed the policy and decided that amendments are to be made including that reporting should be to the SMART Manager and the policy should clarify when the police are to be called.

Motion #2023-047

Moved by Kym Hutcheon; seconded by Doug Kennedy

That the Board amend the policy to state that abuse is to be reported to the SMART Manager and that the phrase 'relevant authorities' be changed to "police or other relevant authorities" and that the policy be approved as so amended.

Carried

10. Committee Reports

A. Strategic Planning Committee Minutes

Motion #2023-048

Moved by Scott Mackey; seconded by Cheryl Grace

That the Board receive for information the April 11 and 21, 2023 minutes of the Strategic Planning Committee.

Carried

B. Strategic Planning Committee

The Committee will not meet in the summer and once responses are received from municipalities on levels of service, the Committee may meet again.

11. Closed Session

There were no items for a closed session.

12. Future Meeting Schedule

Motion #2023-049

Moved by Joel Loughhead; seconded by Kym Hutcheon

That the Board meet on the third Friday of every month at 11:00 a.m. beginning September 15, 2023.

Carried

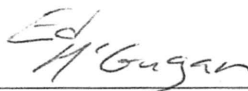
13. Adjournment & Upcoming Meeting Dates

Motion

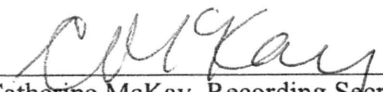
Moved by Warren Dickert; Seconded by Doug Townsend

That the Board of Directors of SMART adjourn at 3:35 p.m.

Carried



Ed McGugan, President



Catherine McKay, Recording Secretary

These minutes are considered to be in draft form until signed by the President and the Recording Secretary.

Ministry of the Solicitor GeneralStrategic Policy Division
Office of the Assistant Deputy Minister25 Grosvenor Street, 9th Floor
Toronto ON M7A 1Y6
Tel: 416 212-4221**Ministère du Solliciteur général**Division des politiques stratégiques
Bureau du sous-ministre adjoint25, rue Grosvenor, 9^e étage
Toronto ON M7A 1Y6
Tél. : 416 212-4221

Raylene Martell
 Director of Corporate and Legislative Services
 Municipality of Grey Highlands
MartellR@greyhighlands.ca

August 21, 2023

Greetings Raylene Martell,

Thank you for submitting your proposal for the Ontario Provincial Police (OPP) detachment board framework. Your patience has been greatly appreciated while all proposals went through a thorough review process.

At this time, I am pleased to confirm that the Grey Bruce OPP detachment board proposal has been approved by the Solicitor General to the next step in finalizing the board compositions, which is posting the composition on the Ontario Regulatory Registry (ORR). The ministry is currently working on drafting the regulation, which is expected to be available on the Ontario Regulatory Registry (ORR) for public comment in the summer or fall. Posting of the regulation is one of the last steps before the regulation can be finalized in advance of bringing the *Community Safety and Policing Act, 2019* (CSPA) into force in early 2024.

The following board composition(s) have been approved for posting.

Board	Communities Served	Council Seats	Community Representative Seat(s)	Provincial Appointment Seat(s)	Total Seat(s)
1	Chatsworth Township, Georgian Bluffs Township, Municipality of Grey Highlands, Municipality of Meaford, Municipality of Northern Bruce Peninsula, Town of South Bruce Peninsula, Southgate Township, Ojibway Nation of Saugeen First Nation (New Saugeen), Chippewas of Nawash Unceded	9	4	3	16

	First Nation (Cape Croker) (OFNPA)				
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On behalf of the Ministry of the Solicitor General, I would like to express my appreciation to all the communities involved in the proposal development process. I acknowledge and value the significant efforts undertaken to create a proposal for a detachment board that addresses the unique needs of each community that receives OPP policing services in your detachment. As the proposal lead, I kindly request that you disseminate this correspondence to all communities serviced by the proposed detachment board.

The ministry is planning to share more guidance as soon as possible on next steps, with the understanding that municipalities and First Nations require time to plan for the implementation of OPP detachment boards before the CSPA comes into force.

If you have any questions or concerns in the meantime, please contact Devendra Sukhdeo, Senior Policy Advisor, Public Safety and Policing Policy Unit (PSPPU), Strategic Policy Division, at Devendra.Sukhdeo@ontario.ca.

Sincerely,

Sarah Caldwell
Assistant Deputy Minister, Strategic Policy Division
Ministry of the Solicitor General

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



**Municipal Policing Bureau
Bureau des services policiers des municipalités**

777 Memorial Ave.
Orillia ON L3V 7V3

777, avenue Memorial
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Tel: 705 329-6140
Fax: 705 330-4191

Tél. : 705 329-6140
Télec.: 705 330-4191

File Reference:

612-20

September 26, 2023

Dear Mayor/Reeve/CAO/Treasurer,

Please find attached the OPP municipal policing 2024 Annual Billing Statement package.

This year's billing package includes a statement for the 2022 year-end reconciliation. The final cost adjustment calculated as a result of the 2022 annual reconciliation has been included as an adjustment to the amount being billed to the municipality during the 2024 calendar year.

The most current OPPA uniform and civilian collective agreements expired on December 31, 2022. The estimated salary rates incorporated in the 2024 municipal policing annual statements are based on the 2022 rates, set in the last collective agreements, with a 2.01% overall general salary rate increase applied, representing a 1% general salary rate increase for each of calendar years 2023 and 2024. The reconciliation of both 2023 and 2024 costs will include a reconciliation of salary costs based on rates set in applicable collective agreement settlements.

The final reconciliation of the 2024 annual costs will be included in the 2026 Annual Billing Statement.

For more detailed information on the 2024 Annual Billing Statement package, please refer to the resource material available on opp.ca/billingmodel. Further, the Municipal Policing Bureau will be hosting a webinar information session in November. An email invitation will be forwarded to the municipality advising of the session date.

If you have questions about the Annual Billing Statement, please email OPP.MPB.Financial.Services.Unit@OPP.ca.

Yours truly,

Phil Whitton
Superintendent
Commander, Municipal Policing Bureau

OPP 2024 Annual Billing Statement

Chatsworth Tp

Estimated costs for the period January 1 to December 31, 2024

Please refer to www.opp.ca for 2024 Municipal Policing Billing General Information summary for further details.

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	3,220		
	Commercial and Industrial	158		
	Total Properties	3,378	165.59	559,351
Calls for Service	(see summaries)			
	Total all municipalities	183,003,471		
	Municipal portion	0.2256%	122.23	412,878
Overtime	(see notes)		13.21	44,634
Prisoner Transportation	(per property cost)		1.12	3,783
Accommodation/Cleaning Services	(per property cost)		4.90	16,552
Total 2024 Estimated Cost			307.05	1,037,198
2022 Year-End Adjustment	(see summary)			18,830
Grand Total Billing for 2024				1,056,028
2024 Monthly Billing Amount				88,002

OPP 2024 Annual Billing Statement

Chatsworth Tp

Estimated costs for the period January 1 to December 31, 2024

Notes to Annual Billing Statement

- 1) Municipal Base Services and Calls for Service Costs - The costs allocated to municipalities are determined based on the costs assigned to detachment staff performing municipal policing activities across the province. A statistical analysis of activity in detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2024 billing purposes the allocation of the municipal workload in detachments has been calculated to be 50.4 % Base Services and 49.6 % Calls for Service. The total 2024 Base Services and Calls for Service cost calculation is detailed on the Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 2) Base Services - The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property of \$165.59 estimated for 2024. The number of municipal properties is determined based on MPAC data. The calculation of the standard province-wide base cost per property is detailed on Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 3) Calls for Service - The municipality's Calls for Service cost is a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical billable calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.
- 4) Overtime - Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2019, 2020, 2021 and 2022 has been analyzed and averaged to estimate the 2024 costs. The costs incorporate the estimated 2024 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2024 hours and salary rates and included in the 2026 Annual Billing Statement.
- 5) Court Security and Prisoner Transportation (CSPT) - Municipalities with court security responsibilities in local courthouses are billed court security costs based on the cost of the staff required to provide designated court security activities. Prisoner transportation costs are charged to all municipalities based on the standard province-wide per property cost. The 2024 costs have been estimated based on the 2022 activity levels. These costs will be reconciled to the actual cost of service required in 2024.

There was no information available about the status of 2024 Court Security Prisoner Transportation Grant Program at the time of the Annual Billing Statement preparation.
- 6) Year-end Adjustment - The 2022 adjustment accounts for the difference between the amount billed based on the estimated cost in the Annual Billing Statement and the reconciled cost in the Year-end Summary. The most significant year-end adjustments are resulting from the cost of actual versus estimated municipal requirements for overtime, contract enhancements and court security.

OPP 2024 Estimated Base Services and Calls for Service Cost Summary

Estimated Costs for the period January 1, 2024 to December 31, 2024

Salaries and Benefits		Positions	Base		Total Base Services and Calls for Service	Base Services	Calls for Service
		FTE	%	\$/FTE	\$	\$	\$
Uniform Members	Note 1						
Inspector		26.21	100.0	170,155	4,459,769	4,459,769	-
Staff Sergeant-Detachment Commander.		9.14	100.0	152,475	1,393,620	1,393,620	-
Staff Sergeant		36.76	100.0	142,419	5,235,312	5,235,312	-
Sergeant		222.37	50.4	127,275	28,302,242	14,275,214	14,027,027
Constable.		1,613.61	50.4	108,173	174,548,615	88,038,548	86,510,067
Part-Time Constable		15.08	50.4	86,989	1,311,789	661,984	649,805
Total Uniform Salaries		1,923.17			215,251,347	114,064,447	101,186,900
Statutory Holiday Payout				5,132	9,792,492	5,122,546	4,669,947
Shift Premiums				1,130	2,091,727	1,055,028	1,036,699
Uniform Benefits - Inspector.				26.47%	1,180,501	1,180,501	-
Uniform Benefits - Full-Time Salaries.				32.44%	67,955,243	35,341,010	32,614,233
Uniform Benefits - Part-Time Salaries.				15.71%	206,082	103,998	102,084
Total Uniform Salaries & Benefits					296,477,393	156,867,530	139,609,863
Detachment Civilian Members	Note 1						
Detachment Administrative Clerk		168.12	50.4	68,433	11,505,025	5,803,153	5,701,872
Detachment Operations Clerk		2.08	50.4	64,421	133,996	67,642	66,354
Detachment Clerk - Typist		1.06	50.4	56,545	59,938	29,969	29,969
Court Officer - Administration.		25.63	50.4	69,834	1,789,843	902,952	886,891
Crimestoppers Co-ordinator		0.83	50.4	65,987	54,769	27,715	27,055
Cadet.		0.68	50.4	46,454	31,588	15,794	15,794
Total Detachment Civilian Salaries		198.40			13,575,160	6,847,226	6,727,934
Civilian Benefits - Full-Time Salaries				33.98%	4,612,839	2,326,687	2,286,152
Total Detachment Civilian Salaries & Benefits					18,187,999	9,173,913	9,014,086
Support Costs - Salaries and Benefits							
Communication Operators				6,228	11,977,503	6,263,811	5,713,692
Prisoner Guards				1,996	3,838,647	2,007,477	1,831,170
Operational Support				6,080	11,692,874	6,114,960	5,577,914
RHQ Municipal Support				2,751	5,290,641	2,766,818	2,523,822
Telephone Support				141	271,167	141,811	129,356
Office Automation Support				875	1,682,774	880,031	802,743
Mobile and Portable Radio Support				282	546,587	285,768	260,819
Total Support Staff Salaries and Benefits Costs					35,300,192	18,460,676	16,839,516
Total Salaries & Benefits					349,965,584	184,502,118	165,463,465
Other Direct Operating Expenses	Note 2						
Communication Centre				155	298,091	155,891	142,200
Operational Support				1,018	1,957,787	1,023,854	933,934
RHQ Municipal Support				212	407,712	213,219	194,493
Telephone				1,582	3,042,455	1,591,097	1,451,358
Mobile Radio Equipment Repairs & Maintenance				147	284,923	148,964	135,959
Office Automation - Uniform				3,019	5,806,050	3,036,359	2,769,691
Office Automation - Civilian				1,154	228,954	115,088	113,865
Vehicle Usage				9,975	19,183,621	10,032,356	9,151,265
Detachment Supplies & Equipment				548	1,053,897	551,151	502,746
Uniform & Equipment				2,305	4,467,666	2,335,795	2,131,871
Uniform & Equipment - Court Officer				994	25,476	12,852	12,624
Total Other Direct Operating Expenses					36,756,632	19,216,626	17,540,006
Total 2024 Municipal Base Services and Calls for Service Cost					\$ 386,722,216	\$ 203,718,745	\$ 183,003,471
Total OPP-Policed Municipal Properties						1,230,286	
Base Services Cost per Property						\$ 165.59	

OPP 2024 Estimated Base Services and Calls for Service Cost Summary

Estimated Costs for the period January 1, 2024 to December 31, 2024

Notes:

Total Base Services and Calls for Service Costs are based on the cost of salary, benefit, support and other direct operating expenses for staff providing policing services to municipalities. Staff is measured in full-time equivalent (FTE) units and the costs per FTE are described in the notes below.

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2019 through 2022. Contract enhancements, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 88.28 FTEs with a cost of \$15,971,805 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staff by rank, level, and classification. The 2024 salaries are estimated with an effective overall general salary rate increase of 2.01% applied to the 2022 rates in the 2019 to 2022 OPPA Uniform and Civilian Collective Agreements, updated agreement negotiations are underway. The rate increase represents a 1% overall general salary rate increases applied for the 2023 and 2024 calendar years. The 2023 and 2024 salary costs will be reconciled based on rates set in applicable collective agreement settlements. The benefit rates are estimated based on the most recent rates set by the Treasury Board Secretariat, (2023-24). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 50.4% Base Services : 49.6% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2023 Municipal Policing Cost-Recovery Formula.

OPP 2024 Calls for Service Billing Summary
Chatsworth Tp
Estimated costs for the period January 1 to December 31, 2024

Calls for Service Billing Workgroups	Calls for Service Count					2024 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2024 Estimated Calls for Service Cost
	2019	2020	2021	2022	Four Year Average				
					A	B	C = A * B		
	Note 1							Note 2	Note 3
Drug Possession	3	3	3	3	3	6.9	21	0.0011%	2,084
Drugs	3	2	2	1	2	80.6	161	0.0089%	16,228
Operational	396	393	383	351	381	3.8	1,447	0.0796%	145,651
Operational 2	164	87	85	87	106	1.5	159	0.0087%	15,968
Other Criminal Code Violations	19	18	12	29	20	7.3	142	0.0078%	14,330
Property Crime Violations	143	133	117	124	129	6.3	814	0.0448%	81,971
Statutes & Acts	61	58	86	75	70	3.5	245	0.0135%	24,664
Traffic	118	103	137	124	121	3.8	458	0.0252%	46,096
Violent Criminal Code	46	48	38	38	43	15.4	655	0.0360%	65,887
Municipal Totals	953	845	863	832	873		4,101	0.2256%	\$412,878

Provincial Totals (Note 4)

Calls for Service Billing Workgroups	Calls for Service Count					2024 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2024 Estimated Calls for Service Cost
	2019	2020	2021	2022	Four Year Average				
					A	B	C = A * B		
	Note 1							Note 2	Note 3
Drug Possession	2,613	2,790	2,966	2,473	2,711	6.9	18,702	1.0288%	1,882,731
Drugs	880	1,130	1,049	794	963	80.6	77,638	4.2708%	7,815,625
Operational	171,990	177,344	179,926	175,732	176,248	3.8	669,742	36.8416%	67,421,351
Operational 2	119,115	47,881	48,223	46,150	65,342	1.5	98,013	5.3916%	9,866,770
Other Criminal Code Violations	12,263	12,075	12,067	12,166	12,143	7.3	88,642	4.8761%	8,923,384
Property Crime Violations	52,344	46,517	47,206	48,643	48,678	6.3	306,668	16.8694%	30,871,552
Statutes & Acts	28,234	31,126	32,714	32,603	31,169	3.5	109,092	6.0010%	10,982,066
Traffic	38,738	32,001	34,658	38,679	36,019	3.8	136,872	7.5291%	13,778,594
Violent Criminal Code	20,497	19,283	19,967	21,429	20,294	15.4	312,528	17.1917%	31,461,399
Provincial Totals	446,674	370,147	378,776	378,669	393,567		1,817,899	100%	\$183,003,471

Notes to Calls for Service Billing Summary

- 1) Displayed without decimal places, exact numbers used in calculations
- 2) Displayed to four decimal places, nine decimal places used in calculations
- 3) Total costs rounded to zero decimals
- 4) Provincial Totals exclude data for dissolutions and post-2020 municipal police force amalgamations.

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OPP 2024 Calls for Service Details
Chatsworth Tp
For the calendar years 2019 to 2022

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2019	2020	2021	2022	
Grand Total	953	845	863	832	873.25
Drug Possession	3	3	3	3	3.00
Drug Related Occurrence	2	1	0	3	1.50
Possession - Methamphetamine (Crystal Meth)	1	1	2	0	1.00
Possession - Other Controlled Drugs and Substances Act	0	0	1	0	0.25
Possession of cannabis by organization	0	1	0	0	0.25
Drugs	3	2	2	1	2.00
Cultivate/Propagate/Harvest cannabis by adult	2	0	0	0	0.50
Sale of cannabis to youth	0	0	0	1	0.25
Trafficking - Methamphetamine (Crystal Meth)	0	0	2	0	0.50
Trafficking – Opioid (other than heroin)	0	1	0	0	0.25
Trafficking - Other Controlled Drugs and Substances Act	1	1	0	0	0.50
Operational	396	393	383	351	380.75
Accident - non-MVC - Commercial	2	0	0	0	0.50
Accident - non-MVC - Master Code	0	2	2	0	1.00
Accident - Non-MVC - Others	1	1	1	0	0.75
Alarm - Others	1	0	0	0	0.25
Animal - Bear Complaint	0	1	0	0	0.25
Animal - Bite	1	0	2	1	1.00
Animal - Dog Owners Liability Act	4	2	0	3	2.25
Animal - Injured	11	3	6	3	5.75
Animal - Left in Vehicle	0	0	0	2	0.50
Animal - Master Code	0	0	1	0	0.25
Animal - Other	13	2	3	2	5.00
Animal - Rabid	0	1	0	0	0.25
Animal - Stray	25	16	11	13	16.25
Assist Fire Department	1	1	4	3	2.25
Assist Public	31	75	71	71	62.00
By-Law - Master Code	0	0	1	0	0.25
Distressed / Overdue Motorist	1	1	1	4	1.75
Dogs By-Law	1	0	1	2	1.00
Domestic Disturbance	43	32	41	34	37.50
Family Dispute	45	41	41	33	40.00
Fire - Building	8	7	9	8	8.00
Fire - Other	1	3	4	3	2.75
Fire - Vehicle	1	9	3	1	3.50
Firearms (Discharge) By-Law	1	0	0	0	0.25
Found - License Plate	0	1	0	0	0.25
Found - Others	4	2	0	2	2.00
Found - Personal Accessories	4	0	0	0	1.00
Found - Radio, TV, Sound-Reprod. Equip.	1	0	0	0	0.25
Found Property - Master Code	7	10	7	10	8.50
Insecure Condition - Building	0	0	0	1	0.25
Insecure Condition - Master Code	1	3	0	1	1.25
Lost - Household Property	1	1	0	0	0.50

OPP 2024 Calls for Service Details
Chatsworth Tp
For the calendar years 2019 to 2022

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2019	2020	2021	2022	
Lost - Jewellery	0	1	0	0	0.25
Lost - License Plate	2	0	1	0	0.75
Lost - Others	3	2	3	0	2.00
Lost - Personal Accessories	0	1	2	1	1.00
Lost - Vehicle Accessories	0	1	0	0	0.25
Lost Property - Master Code	5	5	2	5	4.25
Medical Assistance - Other	1	0	0	0	0.25
Missing Person - Master Code	1	0	0	0	0.25
Missing Person 12 & older	5	4	1	3	3.25
Missing Person Located 12 & older	4	0	1	3	2.00
Missing Person Located Under 12	0	1	0	0	0.25
Neighbour Dispute	37	27	30	15	27.25
Noise By-Law	1	0	2	1	1.00
Noise Complaint - Master Code	2	18	17	8	11.25
Noise Complaint - Others	5	6	4	2	4.25
Noise Complaint - Residence	15	0	1	0	4.00
Other Municipal By-Laws	10	5	3	2	5.00
Phone - Master Code	0	2	0	1	0.75
Phone - Nuisance - No Charges Laid	9	2	7	1	4.75
Phone - Obscene - No Charges Laid	0	1	0	0	0.25
Phone - Other - No Charges Laid	2	2	1	1	1.50
Phone - Threatening - No Charges Laid	0	1	0	2	0.75
Protest - Demonstration	0	0	1	0	0.25
Sudden Death - Accidental	1	0	0	0	0.25
Sudden Death - Apparent Overdose/Overdose	0	0	1	0	0.25
Sudden Death - Drowning	0	1	0	0	0.25
Sudden Death - Master Code	0	2	0	1	0.75
Sudden Death - Natural Causes	3	13	6	6	7.00
Sudden Death - Others	3	2	2	1	2.00
Sudden Death - Suicide	0	0	1	0	0.25
Suspicious Person	24	23	27	36	27.50
Suspicious vehicle	22	25	27	30	26.00
Text- related Incident (Texting)	1	2	2	0	1.25
Traffic By-Law	1	2	1	0	1.00
Trouble with Youth	12	9	7	11	9.75
Unwanted Persons	10	13	16	11	12.50
Vehicle Recovered - All Terrain Vehicles	1	0	1	2	1.00
Vehicle Recovered - Automobile	1	5	2	3	2.75
Vehicle Recovered - Construction Vehicles	2	0	0	0	0.50
Vehicle Recovered - Farm Vehicles	0	0	1	0	0.25
Vehicle Recovered - Master Code	0	0	0	2	0.50
Vehicle Recovered - Motorcycles	0	0	0	1	0.25
Vehicle Recovered - Other	1	2	1	1	1.25
Vehicle Recovered - Snow Vehicles	0	0	0	1	0.25
Vehicle Recovered - Trucks	3	1	3	3	2.50

OPP 2024 Calls for Service Details
Chatsworth Tp
For the calendar years 2019 to 2022

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2019	2020	2021	2022	
Operational 2	164	87	85	87	105.75
911 call - Dropped Cell	23	8	2	10	10.75
911 call / 911 hang up	56	14	13	14	24.25
911 hang up - Pocket Dial	19	0	0	0	4.75
False Alarm - Accidental Trip	5	0	0	0	1.25
False Alarm - Cancelled	4	0	0	0	1.00
False Alarm - Malfunction	5	0	0	0	1.25
False Alarm - Others	19	19	21	38	24.25
False Holdup Alarm - Accidental Trip	0	23	2	1	6.50
Keep the Peace	33	23	47	24	31.75
Other Criminal Code Violations	19	18	12	29	19.50
Animals - Kill or injure	2	0	0	0	0.50
Animals - Unnecessary suffering	1	0	0	0	0.25
Bail Violations - Fail To Comply	4	9	3	7	5.75
Bail Violations - Others	0	1	0	1	0.50
Breach of Probation	3	1	3	4	2.75
Child Pornography - Master Code	0	0	1	0	0.25
Child Pornography - Other	0	1	0	0	0.25
Child Pornography - Possess child pornography	0	0	1	1	0.50
Counterfeit Money - Others	1	0	0	0	0.25
Disturb the Peace	2	0	3	4	2.25
Indecent acts - Other	1	0	0	0	0.25
Offensive Weapons - Careless use of firearms	0	1	0	1	0.50
Offensive Weapons - Other Offensive Weapons	0	1	0	3	1.00
Offensive Weapons - Other Weapons Offences	0	1	0	0	0.25
Offensive Weapons - Possession of Weapons	1	0	1	3	1.25
Perjury	1	0	0	0	0.25
Possess Firearm while prohibited	0	0	0	1	0.25
Public Mischief - mislead peace officer	0	0	0	1	0.25
Public Morals	1	0	0	0	0.25
Trespass at Night	0	1	0	2	0.75
Utter Threats to damage property	0	1	0	1	0.50
Utter Threats to Property / Animals	2	1	0	0	0.75
Property Crime Violations	143	133	117	124	129.25
Arson - Building	0	0	1	0	0.25
Break & Enter	25	24	25	25	24.75
Break & Enter - Firearms	0	0	1	2	0.75
Fraud - False Pretence Under \$5,000	0	1	1	0	0.50
Fraud - Forgery & Uttering	1	0	0	0	0.25
Fraud - Fraud through mails	0	3	0	0	0.75
Fraud - Master Code	2	0	4	2	2.00
Fraud - Money/property/security Over \$5,000	5	1	2	4	3.00
Fraud - Money/property/security Under \$5,000	8	7	8	7	7.50
Fraud - Other	11	16	8	6	10.25
Fraud - Steal/Forge/Poss./Use Credit Card	4	1	0	2	1.75

OPP 2024 Calls for Service Details
Chatsworth Tp
For the calendar years 2019 to 2022

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2019	2020	2021	2022	
Identity Fraud	1	0	0	1	0.50
Interfere with lawful use, enjoyment of property	1	0	1	3	1.25
Mischief	18	11	15	17	15.25
Mischief Graffiti - Non-Gang Related	3	1	0	0	1.00
Personation with Intent (fraud)	1	0	0	1	0.50
Possession of Stolen Goods over \$5,000	0	1	1	2	1.00
Possession of Stolen Goods under \$5,000	2	0	1	1	1.00
Property Damage	4	5	3	5	4.25
Theft Over - Master Code	0	1	0	1	0.50
Theft from Motor Vehicles Under \$5,000	5	2	4	9	5.00
Theft of - All Terrain Vehicles	1	6	1	0	2.00
Theft of - Automobile	3	3	0	2	2.00
Theft of - Construction Vehicles	2	0	0	0	0.50
Theft of - Farm Vehicles	0	1	1	1	0.75
Theft of - Mail	0	1	0	0	0.25
Theft of - Motorcycles	2	0	0	0	0.50
Theft of - Other Motor Vehicles	0	0	0	1	0.25
Theft of - Snow Vehicles	1	0	1	0	0.50
Theft of - Trucks	3	5	3	0	2.75
Theft of Motor Vehicle	8	4	7	5	6.00
Theft Over \$5,000 - Construction Site	0	2	0	0	0.50
Theft Over \$5,000 - Farm Equipment	1	1	1	1	1.00
Theft Over \$5,000 - Other Theft	0	0	2	0	0.50
Theft Over \$5,000 - Trailers	0	2	1	1	1.00
Theft Under \$5,000 - Bicycles	0	0	1	2	0.75
Theft Under \$5,000 - Boat (Vessel)	0	1	0	0	0.25
Theft Under \$5,000 - Building	0	2	1	1	1.00
Theft Under \$5,000 - Construction Site	0	1	1	0	0.50
Theft Under \$5,000 - Farm Equipment	1	1	0	0	0.50
Theft Under \$5,000 - Gasoline Drive-off	3	0	1	0	1.00
Theft Under \$5,000 - Master Code	2	1	3	5	2.75
Theft Under \$5,000 - Other Theft	19	18	13	14	16.00
Theft Under \$5,000 - Persons	1	1	0	0	0.50
Theft Under \$5,000 - Trailers	0	2	1	0	0.75
Theft Under \$5,000 Shoplifting	5	7	4	2	4.50
Unlawful in a dwelling house	0	0	0	1	0.25
Statutes & Acts	61	58	86	75	70.00
Custody Dispute	1	0	0	0	0.25
Family Law Act - Custody/Access order	0	1	0	0	0.25
Landlord / Tenant	14	12	35	12	18.25
Mental Health Act	16	12	11	16	13.75
Mental Health Act - Apprehension	0	0	4	7	2.75
Mental Health Act - Attempt Suicide	5	1	1	3	2.50
Mental Health Act - No contact with Police	0	1	1	1	0.75
Mental Health Act - Placed on Form	1	3	3	8	3.75

OPP 2024 Calls for Service Details
Chatsworth Tp
For the calendar years 2019 to 2022

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2019	2020	2021	2022	
Mental Health Act - Threat of Suicide	8	5	13	8	8.50
Mental Health Act - Voluntary Transport	2	2	5	4	3.25
Trespass To Property Act	14	21	13	16	16.00
Traffic	118	103	137	124	120.50
MVC - Fatal (Motor Vehicle Collision)	2	1	2	0	1.25
MVC - Others (Motor Vehicle Collision)	1	2	0	2	1.25
MVC - Pers. Inj. Failed to Remain (Motor Vehicle Collision)	0	0	0	1	0.25
MVC - Personal Injury (Motor Vehicle Collision)	9	8	16	13	11.50
MVC - Prop. Dam. Failed to Remain (Motor Vehicle Collision)	2	5	10	3	5.00
MVC - Prop. Dam. Non Reportable (Motor Vehicle Collision)	22	15	15	15	16.75
MVC - Prop. Dam. Reportable (Motor Vehicle Collision)	81	70	93	89	83.25
MVC (Motor Vehicle Collision) - Master Code	1	2	1	1	1.25
Violent Criminal Code	46	48	38	38	42.50
Assault - Level 1	22	16	13	16	16.75
Assault Peace Officer	0	0	0	1	0.25
Assault With Weapon or Causing Bodily Harm - Level 2	4	3	1	4	3.00
Criminal Harassment	5	5	8	4	5.50
Discharge Firearm with Intent	0	0	0	1	0.25
Forcible confinement	1	0	0	0	0.25
Indecent / Harassing Communications	2	2	2	1	1.75
Non-Consensual Distribution of Intimate Images	0	1	0	1	0.50
Sexual Assault	4	4	3	3	3.50
Sexual Interference	0	0	2	2	1.00
Utter Threats - Master Code	0	0	1	0	0.25
Utter Threats to Person	7	16	8	5	9.00
Utter Threats to Person - Police Officer	0	1	0	0	0.25
Voyeurism	1	0	0	0	0.25

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OPP 2022 Reconciled Year-End Summary
Chatsworth Tp
Reconciled cost for the period January 1 to December 31, 2022

			Cost per Property \$	Reconciled Cost \$	Estimated Cost \$
Base Service	Property Counts				
	Household	3,157			
	Commercial and Industrial	159			
	Total Properties	<u>3,316</u>	172.74	572,814	570,589
Calls for Service					
	Total all municipalities	177,916,859			
	Municipal portion	0.2434%	130.60	433,080	430,620
Overtime			18.75	62,185	45,882
Prisoner Transportation	(per property cost)		1.08	3,581	5,670
Accommodation/Cleaning Services	(per property cost)		4.81	15,950	16,016
Total 2022 Costs			<u>327.99</u>	<u>1,087,611</u>	<u>1,068,778</u>
2022 Billed Amount				<u>1,068,781</u>	
2022 Year-End-Adjustment				<u>18,830</u>	

Notes

The Year-End Adjustment above is included as an adjustment on the 2024 Billing Statement.

This amount is incorporated into the monthly invoice amount for 2024.

The difference between the estimated and billed amount is due to rounding the bills to the nearest dollar throughout the year.

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TO: Mayor Mackey and Members of Council
FROM: Ron Davidson, Township Planner
RE: Zoning By-law Amendment Application Z08/2023 (Edward Beirnes)
DATE: October 4, 2023

RECOMMENDATION:

THAT Planners Report 2023-12 be hereby received; and
FURTHER THAT Committee of the Whole recommends to Council the approval of the Zoning Bylaw Amendment Application for Part Lot 22, Concession 4 EGR, Geographic Township of Holland, Township of Chatsworth, Owner: Edward Beirnes; and
FURTHER THAT staff be directed to prepare the necessary by-law to give effect to the application.

BACKGROUND:

Purpose of Application:

The purpose of the Zoning By-law Amendment is to fulfill a condition of a recently approved severance by reducing the minimum lot area and frontage requirements of the 'A1-205' zone for the severed and retained parcels. The 'h-1' (holding) symbol will also be applied to a portion of the severed parcel to ensure that development and site alteration occurs in accordance with the recommendations of the Environmental Impact Study that was recently completed for this parcel. The 'h-1' (holding) symbol will also continue to apply to the forested portion of the retained parcel.

Township Council recently approved a Consent application that resulted in the creation of a 2.0 hectare, vacant lot. The retained parcel comprises of 8.1 hectares and contains a house and accessory building.

The Subject Lands:

The subject property is located at the southwest corner of the Negro Creek Road/Concession 3B intersection.

A detached dwelling was recently constructed on the site. Approximately 2.2 hectares of this 10.14 hectare parcel are cash-cropped. The balance of the property, including the entire severed parcel, is heavily forested.

Adjacent Lands:

This area of the Township is represented by a mix of residential, forested and agricultural lands.

Official Plan:

The subject property is designated 'Rural' on Schedule A to the County of Grey Official Plan.

During the recent review of the Consent application, the severance proposal was deemed to conform to the 'Rural' consent policies of the Official Plan. As a condition of approval, a Zoning By-law Amendment was required to address the natural heritage policies of the Official Plan.

The severed parcel is located entirely within a 'Significant Woodland' area according to Appendix B of the Official Plan. An Environmental Impact Study was completed and determined that development can occur on the severed parcel without negatively impacting this natural heritage feature provided no greater than 0.4 hectares of forested land are disturbed. In this regard, the owners have chosen the location of the 0.4 hectare building envelope and those lands will be zoned 'A1-259' in the Zoning By-law Amendment. A holding (h) symbol will be added to the 'A1-259' zoning on the balance of the severed parcel to ensure that no site alteration occurs on those lands unless another Environmental Impact Study is completed.

Based on the foregoing, the Zoning By-law Amendment, as proposed, conforms to the Grey County Official Plan.

Provincial Policy Statement:

The Provincial Policy Statement (PPS) generally gives consideration to lot creation in the rural areas where the property is not considered to be prime agricultural land.

The PPS contains policies designed to protect natural heritage features such as Significant Woodlands. As explained above, this natural heritage feature exists on the subject lands but will be protected through the implementation of the proposed Zoning By-law Amendment.

The recent severance was deemed to be consistent with this policy. The proposed Zoning By-law Amendment, as drafted, will also be consistent with the PPS.

Zoning By-law:

The subject lands are zoned 'A1-205' (Rural with exceptions), a site-specific zone that was created in 2019 when this parcel was severed from the lands to the west. The 'A1-205' zone reduced the 'minimum lot area' and 'minimum lot frontage' requirements of the 'A1' zone from 20 hectares and 180 metres to 10 hectares and 167 metres respectively. An 'h1' (holding) symbol was also applied to the new 'A1-205' zoning of the forested portion of this 10 hectare property to prohibit development within this area unless an Environmental Impact Study could demonstrate that development could proceed without negatively impacting the Significant Woodland.

Now that the subject property is being further subdivided, another Zoning By-law Amendment will be required to reduce the 'minimum lot area' and 'minimum lot frontage' requirements of both the severed and retained parcels. The severed parcel will comprise of 2.0 hectares of land and provide 120 metres of frontage along Concession 3B whereas the retained lot will have a lot area and frontage of 8.1 hectares and 167 metres respectively.

The 'h1' (holding) symbol will be removed from the 0.4 hectare building envelope on the severed parcel but will be kept on the remaining lands on which this holding symbol currently applies.

Discussion, Conclusion and Recommendation:

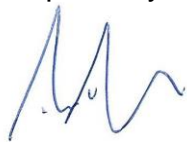
The proposed Zoning By-law Amendment is intended to fulfil a condition of severance approval. It is apparent that the proposed By-law, as drafted, conforms to the County Official Plan and is consistent with the PPS. As such, Council is advised to adopt the By-law.

This opinion is provided without the benefit of having received comments from any other agency or any adjacent land owners. Should new information arise regarding this proposal, Council is

advised to take such information into account when considering the application.

I trust this information will be of assistance.

Respectfully submitted,



Ron Davidson, BES, RPP, MCIP

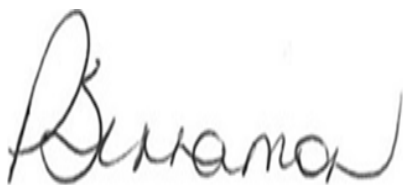
Attachments:

Please refer to item 8.2 of the agenda.

Report Approval Details

Document Title:	Planning Report 2023 12 Zoning By-law Amendment Application Z08 2023 (Edward Beirnes).docx
Attachments:	
Final Approval Date:	Sep 22, 2023

This report and all of its attachments were approved and signed as outlined below:



Patty Sinnamon - Sep 22, 2023 - 8:30 AM

PLANNING REPORT 2023-14

TO: Mayor Mackey and Members of Council
FROM: Ron Davidson, Township Planner
RE: Zoning By-law Amendment Application Z10/2023 (William and Una Johnstone)
DATE: October 4, 2023

RECOMMENDATION:

THAT Planners Report 2023-14 be hereby received; and
FURTHER THAT Committee of the Whole recommends to Council the approval of the Zoning Bylaw Amendment Application for Part Lot 55, Concession 1 SWTSR, Geographic Township of Holland, Township of Chatsworth, Owner: William and Una Johnstone; and
FURTHER THAT staff be directed to prepare the necessary by-law to give effect to the application.

BACKGROUND:

Purpose of Application:

The purpose of the Zoning By-law Amendment is to extend a Temporary Use Zoning of the subject property to allow for a garden suite in the form of a mobile home to continue for a period of three years.

The mobile home already exists on the site and has been allowed as a result of two previous Zoning By-law Amendments. The most recent Temporary Use By-law was approved on June 3, 2020 and lapsed on June 3, 2023.

The mobile home provides accommodation for a family member.

The Subject Lands:

The subject property is located along the south side of Provincial Highway 10, just northwest of Berkeley. The site comprises of 1.2 hectares of land and is occupied by a detached dwelling and the mobile home. The mobile home has existed on the site since 2000. Approximately one-half of the property is forested.

Adjacent Lands:

This area of the Township is represented primarily by forested lands and non-farm residential uses. Very little agricultural activity is apparent within the immediate vicinity.

Official Plan:

The subject lands are designated 'Rural' on Schedule A to the County of Grey Official Plan. Garden suites and other forms of second dwellings are permitted within the 'Rural' designation. Compliance with the Minimum Distance Separation formulae is required; and, in this regard, there are no livestock facilities nearby.

A small portion of the subject lands is designated 'Aggregate Resource Area' on Schedule B. Development is prohibited where it could hinder future aggregate extraction on the site. Given the small size of the lot and the fact that the proposed amendment would only permit a structure

that is both accessory and temporary, it would appear that the proposed amendment would not undermine the intent of this policy.

The forested portion of the property is identified as 'Significant Woodland' on Appendix B. Development and site alteration is not permitted in this feature or within 120 metres unless it can be demonstrated that such development or site alteration would not negatively impact the woodland feature or its function. Whereas the woodland is only approximately 25 metres from the mobile home, there should be no impact on the woodland since the mobile home is staying in the exact same location as it has existed for the last 20 years.

The County Official Plan gives consideration to allowing for garden suites initially for 20 years, and then allows for extensions in three-year intervals.

It is evident that the proposal conforms to the County Official Plan.

The Planning Act:

Section 39 of the Planning Act allows Council to approve uses for a temporary period of time. Most uses are limited to three years, with the possibility of further extensions; however, a garden suite may be considered for up to 20 years.

Provincial Policy Statement:

The Provincial Policy Statement (PPS) would generally allow for a garden suite on rural lands. The PPS is also very supportive of providing affordable housing for seniors, as is the case here.

Furthermore, the PPS protects natural heritage features such as Significant Woodlands. As stated above, the adjacent woodland feature should not be impacted by the proposed rezoning.

It is apparent that the proposed amendment is consistent with the PPS.

Discussion, Conclusion and Recommendation:

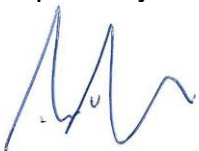
The proposal to allow for the continued use of a mobile home for a family member has merit and should be approved.

To ensure that the mobile unit is removed from the site when the Temporary Use Zoning By-law Amendment lapses, the owner signed an agreement with the Township. That agreement will remain in effect and does not need to be updated.

This opinion is provided without the benefit of having received comments from any other agency or any adjacent land owners. Should new information arise regarding this proposal, Council is advised to take such information into account when considering the applications.

I trust this information will be of assistance.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Ron Davidson', with a stylized flourish at the end.

Ron Davidson, BES, RPP, MCIP

Attachments:

Please refer to item 8.3 of the agenda.

Report Approval Details

Document Title:	Planning Report 2023 14 Zoning By-law Amendment Application Z10 2023 (William and Una Johnstone).docx
Attachments:	
Final Approval Date:	Sep 19, 2023

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read "Patty Sinnamon". The signature is fluid and cursive, with a large initial "P" and a long, sweeping underline.

Patty Sinnamon - Sep 19, 2023 - 3:57 PM

PLANNING REPORT 2023-15

TO: Mayor Mackey and Members of Council
FROM: Ron Davidson, Township Planner
RE: Application for Consent B08/2023 (Gerardo Martellacci)
DATE: October 4, 2023

RECOMMENDATION:

THAT Planning Report 2023-15 regarding Consent Application B08/2023 be hereby received; and FURTHER THAT Committee of the Whole recommend that Council approve the Consent Application B08/2023 with the conditions noted on the Decision Sheet as follows:

1. THAT a Zoning By-law Amendment, intended to reduce the minimum lot area and frontage requirements applicable to the severed and retained parcel, is in force and effect;
2. THAT entrance permits have been granted to the severed and retained parcels by the Township of Chatsworth; and further provide the CAO/Clerk of the Township of Chatsworth with a copy of the entrance permits;
3. THAT the Owner, as provided for under Section 60 of the Planning Act, R.S.O. 1990, shall pay to the Township of Chatsworth the administrative fee of \$850.00 or whatever fee is applicable at the time of review and issuance of the Certificate of Consent for the severed parcel;
4. THAT any outstanding taxes to the Township be paid;
5. THAT the parkland dedication fee be paid to the Township of Chatsworth as required by the Parkland Dedication By-law 2017-58;
6. THAT the transfer for registration with respect to description complies with the Ontario Regulation 43-96; and if that description contains a reference to a Reference Plan(s), the Owner's solicitor shall provide a full print of that deposited reference plan(s) as well as a digital PDF copy to the CAO/Clerk of the Township of Chatsworth.
7. THAT the Owner's solicitor, in preparation for the issuance of the Certificate of Consent, provide to the CAO/Clerk of the Township of Chatsworth a printed copy of the "completed electronic transfer document in preparation, along with the Certificate of Official for stamping";
8. THAT the Owner's solicitor give an undertaking in writing to provide to the CAO/Clerk of the Township of Chatsworth within 30 days of the date of registration in the applicable Land Registry/Land Titles Office, a copy of the receipted and registered electronic transfer document including the Certificate of Official for Consent B08/2023;

BACKGROUND:

Purpose of Application:

The purpose of this Consent application is to sever a vacant 1.16 hectare lot and retain a vacant 1.16 hectare lot.

The Subject Lands:

The subject property is located along the east side of Concession 3B, in the former Township of Holland.

This 2.32 hectare property is vacant and appears to be used for pasture.

Adjacent Lands:

Lands within the immediate vicinity of the subject property are represented by a mix of agriculture, forestry, and non-farm residential parcels. Several residential lots exist to the immediate west, along the opposite side of the Township road.

Grey County Official Plan:

The subject property is designated 'Rural' on Schedule A to the County of Grey Official Plan.

The 'Rural' consent policies give consideration to limited lot creation, up to a maximum of six lots (including the retained parcel) per original crown-surveyed 80 hectare lot. In this regard, the subject property forms part of the original crown-surveyed parcel known as Lot 30, Concession 5, Holland Township, which today exists at five lots. In this regard, the requested lot creation, as proposed, would represent the sixth lot and therefore comply with the 'Rural' density policy.

The 'Rural' policies also require new lots to be at least 0.8 hectares in size. The proposed parcels comply with this minimum standard.

Also, the 'Rural' policies state that lots created in the 'Rural' designation must comply with the Minimum Distance Separation (MDS) formulae which pertains to setbacks from neighbouring livestock facilities. In this regard, three barns exist within 750 metres of the site, including a livestock facility situated 41 metres south of the severed parcel. The Planning Justification Report prepared by a professional Planner on behalf of the owner includes information regarding MDS for each barn. The report explains that the required setback from the closest livestock facility is 83 metres, measured from the barn to a building envelope of at least 0.5 hectares in size. The report advises that a building envelope of 0.5 hectares can be provided beyond the 83 metre setback, an approach that is permitted by the MDS Document. Such envelope would be located on the north side of the severed parcel. The Building Department will make sure that the future house is located in that location at the Building Permit stage. The MDS requirement associated with this neighboring barn does not affect future development on the retained parcel. The required setbacks from the other two barns in the area will be achieved. Based on the foregoing, the severance complies with the MDS Document.

The County of Grey Official Plan schedules and appendices do not identify any constraints on the subject lands. Appendix B, however, does show the forested area on the lands directly across the road as 'Significant Woodland'. The Official Plan states that no development or site alteration is permitted in a 'Significant Woodland' or within 120 metres of such a feature unless it can be demonstrated that the woodland feature would not be impacted. Given that the Township road separates the subject property from the woodland feature, there would not likely be an ecological connection between the subject lands and that forested area and therefore maintaining the full 120 metre separation distance should not be necessary. At the very least, a separation distance of 35 metres will be provided, although it's likely that any development that does occur on the subject property would be set back further from the road than the minimum 15 metre requirement. In any event, the future development on the subject property should not

negatively impact the 'Significant Woodland' feature. The County's Ecologist will comment on this matter during the agency review process.

Based on the foregoing, it is apparent that the proposed severance conforms to all relevant policies of the Grey County Official Plan.

Provincial Policy Statement:

The Provincial Policy Statement (PPS) generally allows for limited lot creation in rural areas.

Of relevance to the proposed severance are the policies pertaining to the Minimum Distance Separation formulae and Significant Woodlands. These matters have been addressed earlier in this Planning Report.

Zoning By-law:

The subject lands are zoned 'A1' (Rural) in the Township's Zoning By-law. The 'minimum lot area' and 'minimum lot frontage' requirements of the 'A1' zone are 20 hectares and 180 metres respectively. Neither the severed nor retained parcels comply with these minimum standards, and therefore an amendment to the Zoning By-law is required.

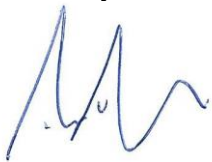
Conclusion and Recommendation:

The proposed lot creation would appear to conform to the County Official Plan and be consistent with the Provincial Policy Statement, and the severance can therefore be given favourable consideration by Council subject to the conditions stated on the Decision Sheet.

This opinion is provided without the benefit of having received comments from any other agency or any adjacent landowners. Should new information arise regarding this proposal, Council is advised to take such information into account when considering the application.

I trust this information will be of assistance.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ron Davidson', with a stylized, flowing script.

Ron Davidson, BES, RPP, MCIP
Township Planner

Attachments:

Please refer to item 8.1 of the agenda.

Report Approval Details

Document Title:	Planning Report 2023 15 Application for Consent B08 2023 (Gerardo Martellacci).docx
Attachments:	
Final Approval Date:	Sep 28, 2023

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read "Patty Sinnamon". The signature is fluid and cursive, with the first letter of the first name being a large capital 'P'.

Patty Sinnamon - Sep 28, 2023 - 7:27 PM

PUBLIC WORKS REPORT 2023-37

TO: Mayor Mackey and Members of Council
FROM: Jamie Edwards, Operations Manager
RE: 4 way Stop Request @ Sd Rd 8 and Concession 12
DATE: October 4, 2023

RECOMMENDATION:

THAT Public Works Report 2023-37 be hereby received, AND FURTHER THAT Committee of the Whole recommend to council to accept Staff's recommendation to not install the requested 2 additional Stop Signs to make a 4-Way Stop at the intersection of Sideroad 8 and Concession 12.

BACKGROUND: There has been a request from a resident for a 4-Way Stop at the intersection of Sideroad 8 and Concession 12. Currently there are stop signs on Sideroad 8 on the East and West travelled road.

Concession 12 is North and South travelled and does not have any Intersection control signage and therefore is the straight through travelled road. This North and South travelled road has a grade at the North portion of the intersection making it not ideal for a Stop Sign location. Staff could add Oversized Stop Signs and install new Stop Sign Ahead signs on Sideroad 8 to help make the upcoming intersection more noticeable to traffic.

Upon a site visit, staff do not recommend that a four-way stop be placed at this intersection. There is a hill on Concession 12 that staff do not feel it would make for a safe stop.

Options:

- 1) Replace existing Stop Signs with Oversized Stop Signs and add new Stop Ahead signs on Sideroad 8 approaching Concession 12 from both the East and the West.
- 2) Start the process to turn the intersection into a 4-Way Stop and add the necessary material to make for a level platform to have the Stop Sign on North side of the intersection. This would require a substantial amount of fill to level out the stopping platform.
- 3) Add Stop Ahead Signs on Sideroad 8 East and West of the intersection and use Current existing Stop signs.
- 4) Do Nothing.

Inter-departmental Impact and/or Other Departments Consulted: none.

Financial Implications:

Cost of signage would be allocated to **01-0616-7301** Roads Signs Materials expense budget.

Respectfully submitted
Jamie Edwards
Operations Manager

Reviewed by
Patty Sinnamon, Dipl.M.M.
CAO Clerk

PUBLIC WORKS REPORT 2023-42

TO: Mayor Mackey and Members of Council
FROM: Jamie Edwards, Operations Manager
RE: Wheildon Lane Streetlight Request
DATE: October 4, 2023

RECOMMENDATION:

THAT Public Works Report 2023-42 be hereby received:
AND FURTHER THAT Committee of the Whole recommend to Council to accept Staffs recommendation to add a Streetlight at the intersection of Wheildon Lane and Massie Road at a cost of \$1905.00 excluding HST;
AND FURTHER THAT THE cost be allocated to the Streetlight Reserve.

BACKGROUND:

Staff have received a request from a resident for a streetlight to be placed at the intersection of Wheildon Lane and Massie Road. The additional lighting would provide good lighting to this intersection. Permission has been granted by Hydro One to use the existing pole at the intersection and utility connection has been offered by Hydro One at no cost once contractor installation has been completed.

Staff have obtained two quotes and are recommending that we proceed with the installation of the streetlight at a cost of \$1,905.00 by Ron Pringle Electric.

Staff are recommending that the cost be allocated to the Streetlight Reserves. The Township Treasurer has indicated that there is more than 60,000.00 in this reserve.

Options:

1. Do nothing – not install streetlight
2. Approve the recommendation to install the requested light at the above pricing.

Fiscal Management, Accountability and Transparency

- Financial Accountability
- Reduce the Potential for Loss due to unmitigated risks
- Creating a culture of innovation and best practices

Inter-departmental Impact and/or Other Departments Consulted: Treasurer, CAO

Financial Implications: Cost for install and small additional cost to add 1 additional light to the network to be allocated to Streetlight Reserves

Respectfully submitted

Jamie Edwards
Operations Manager

Reviewed by

Patty Sinnamon, Dipl.M.M.
CAO Clerk

Report Approval Details

Document Title:	Wheildon Lane Streetlight Request.docx
Attachments:	
Final Approval Date:	Sep 28, 2023

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read "Patty Sinnamon". The signature is fluid and cursive, with the first letter of the first name being a large capital 'P'.

Patty Sinnamon - Sep 28, 2023 - 1:33 PM

CAO CLERKS REPORT 2023-49

TO: Mayor Mackey and Members of Council
FROM: Patty Sinnamon, CAO Clerk
RE: Capital Expenditure Request – Chatsworth and Walters Falls Drinking Water Systems
DATE: October 4, 2023

RECOMMENDATION:

THAT CAO Clerk's Report 2023 -49 regarding a capital expenditure request for Chatsworth and Walters Falls Drinking Water Systems be hereby received; AND FURTHER THAT Committee of the Whole recommends to Council that the quote submitted by Aardvark Drilling Inc. in the amount of \$262,727.26 exclusive of HST be accepted; AND FURTHER THAT the replacement of Equipment at Well No. 1 in Chatsworth and Walters Falls be replaced in 2023 and that the replacement of equipment at Well No. 2 in Chatsworth and Walters Falls be replaced in 2024; AND FURTHER THAT THE CAO Clerk be authorized to execute the expenditure request submitted by Ontario Clean Water Agency. AND FURTHER THAT the capital expense be allocated to each of Chatsworth and Walters Falls Reserve Funds.

BACKGROUND:

In a previous presentation to Council, staff advised that significant works needed to be carried out on both wells in each of Chatsworth and Walters Falls drinking water systems. This work was identified by an initial inspection carried out by the Ministry of Environment and Climate Change Inspector. At that time the inspector ordered a full inspection of the casing which was carried out by Lottowater

Ontario Clean Water Agency, licensed operator of the two drinking water systems posted a tender earlier on in the spring, to which no submissions were received.

A subsequent tender was posted and 4 companies attended the onsite meeting as requested by the RFP. One company submitted a tender – Aardvark Drilling.

It is recommended that Well No. 1 in each of the systems be replaced this year and then well no. 2 in each of the systems in 2024. The casings are in very poor condition, and it is felt that one well in each location be operational during the repair and replacement work on the other well.

The work can be done in November and the proponent is on standby pending Council's approval so that work can be done as soon as possible.

Link to Strategic Plan or Other Approved Plans:

Fiscal Management, Accountability and Transparency

- To ensure Chatsworth remains financially sustainable
- Fix, Repair and Maintain - Don't let our good assets fall behind
- Financial Accountability
- Reduce the Potential for Loss due to unmitigated risks

Inter-departmental Impact and/or Other Departments Consulted: none

Financial Implications:

This expenditure was not contemplated in the 2023 budget; The upgrades to the Chatsworth drinking water system can be fully funded from the Chatsworth water reserve fund. The Walters Falls Water reserve fund has a balance of approximately \$104,000.00. This will increase slightly at the end of 2023, with further funds allocated to capital in 2024. Staff will bring forward a report to fund the 2024 expenses as part of the 2024 budget.

Attachments:

OCWA Expenditure Request

Respectfully submitted,

Patty Sinnamon, Dipl.M.M.
CAO Clerk

Expenditure Request and Approval to Proceed

Grey Bruce Hub
 897 Bayview Street
 Warton, ON N0H 2T0
 Phone: 519.534.1610 Fax: 519.534.3526

PART 1

Facility Name:	Walter's Falls and Chatsworth Drinking Water Systems		
Project Name:	Wells Rehabilitation Project		
Project Number:	1086/1085	Estimated Project Start Date:	November 2023
Total Estimated Cost of the Project:	\$262,727.26	HST, and OCWA service fee Extra	Detailed Quote Attached:

It is recognized that this is a budget estimate and the final price may vary. OCWA will provide additional justification where the final invoice price varies from the estimate by more than 10%

Type of Project:

☒ Maintenance Project ☒ Out of Scope Work ☐ Contingency ☐ Emergency
☐ Health & Safety DWQMS audit

Description of Project or Expenditure:**Walter's Falls Well 1**

Replace 200 mm diameter x 8.3 m length casing and pitless adaptor. Extend well Head by at least 0.4 m.
 Physical and chemical rehabilitation to remove fouling and clean well to depth of 33.9 m. Stockpile removed fouling on site.
 Replace 75 mm diameter x 21.0 m length column pipe and check valve.
 Replace Gould Model 200L07 S/N K0348041 well pump, Franklin Model 2366218120 Power 7.5 HP/575V/3ph motor and wire.
 Update well record.

\$68,898.13 HST and OCWA service fee extra

Walter's Falls Well 2

Replace 200 mm diameter x 8.2 m length casing and pitless adaptor.
 Physical and chemical rehabilitation to remove fouling and clean well to depth of 42.7 m. Stockpile removed fouling on site.
 Replace 75 mm diameter x 21.1 m length column pipe and check valve.
 Replace Gould Model 200L07 S/N K0348044 well pump, Franklin Model 2366218120 Power 7.5 HP/575V/3ph motor and wire.
 Update well record

\$75,554.13 HST and OCWA service fee extra

Chatsworth Well 1

Lining the 250 mm diameter x 6.4 m length casing with a stainless steel liner.
 Physical and chemical rehabilitation to remove fouling and clean well to depth of 32.8 m. Stockpile removed fouling on site.
 Replace 75 mm diameter x 15.9 m length column pipe and check valve.
 Replace Gould Model 150L15 S/N K0348061 well pump, Franklin 2366239020 Power 15 HP/575V/3ph motor and wire.
 Update Well record

\$75,837.50 HST and OCWA service fee extra

Chatsworth Well 2

Physical and chemical rehabilitation to remove fouling and clean well to depth of 20.8 m. Stockpile removed fouling on site.
 Replace 75 mm diameter x 15.9 m length column pipe and check valve.
 Replace Gould Model 150L15 S/N J0337237 well pump, Franklin 2366239020 Power 15 HP/575V/3ph motor and wire.
 Update Well record.

\$42,437.50 HST and OCWA service fee extra

Submission Prepared By:

Leo-Paul Frigault

A handwritten signature in black ink, appearing to read "Leo-Paul Frigault".

September 12th, 2023

Name (Print)

Signature

Date

Authorized Representative for the Municipality

PART 2

Approval to Proceed:☐ Approved☐ Declined☐ Deferred

Reason if Declined or Deferred

The Ontario Clean Water Agency is authorized to proceed with the project/expenditure according to the description and cost estimate provided above. This may include but not limited to the hiring of sub-contractors, consulting firms, etc. as required. The Municipality agrees to pay OCWA the costs associated with this work upon its completion based on the terms of the Municipality's agreement with OCWA.

Approved By:_____
Name (Print)_____
Signature_____
Date*Authorized Representative for the Municipality***PART 3**

OCWA Internal Use Only:			
Client PO / Project #:		Date:	
Project Start Date:		Project Completion Date:	
OCWA Invoice #		Date:	
OCWA Account Code:		OCWA Work Order #	

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH
BY-LAW NUMBER 2023-53

Being a By-law to authorize the Mayor and CAO Clerk to sign an agreement to acquire an easement over a portion of the lands described as Lot 10, Plan 1030 in the Township of Chatsworth, County of Grey; and known as 822808 Sideroad 1 between Adam Justin Bell and Charlene Lorraine Bell and the Corporation of the Township of Chatsworth

WHEREAS the Council of the Township of Chatsworth deems it necessary to sign the agreement to acquire an easement over a portion of the lands for the purposes of constructing and maintaining a drainage outlet (site drainage improvement works); and

WHEREAS section 9, 10, and 11 of the Municipal Act, S.O. 2001, Chapter 25, provides for the municipality to pass by-laws in respect to general municipal powers.

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

1. THAT the Mayor and CAO Clerk of the Township of Chatsworth are hereby authorized to sign an Easement Agreement for the purposes of constructing and maintaining a drainage outlet, a copy of which is attached hereto as Schedule "A", and is hereby declared to form part of this by-law.
2. THAT this by-law shall come into force and take effect on the date of its final passing.

READ a first and second time this 4th day of October, 2023.

READ a third time and finally passed this 4th day of October, 2023.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

THIS EASEMENT AGREEMENT made this 4th day of October, 2023

BETWEEN:

ADAM JUSTIN BELL AND CHARLENE LORRAINE BELL
(hereinafter referred to as “the Owners”)

- And

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH
(hereinafter referred to as “the Municipality”)

WHEREAS the Grantors are the registered Grantors of lands legally described as Lot 10, Plan 1030 in the Township of Chatsworth, County of Grey; and known as 822808 Sideroad 1, Chatsworth, Ontario.

AND WHEREAS the Municipality wishes to acquire an easement over a portion of the lands owned by the Owner for the purposes of constructing and maintaining a drainage outlet (site drainage improvement works).

AND WHEREAS the grantor hereby accepts such site drainage improvement works and easement conveyed herein.

AND WHEREAS the parties hereto are desirous of entering into a written agreement to allow for the site drainage improvements works to be constructed and maintained on the lands owned by the Grantors.

NOW THEREFORE the Parties hereto agree as follows:

1. The Grantors hereby agree to grant to the Municipality a perpetual, non-exclusive access by the following easement to erect, maintain, operate, repair, replace, upgrade, reconstruct at any time and from time to time, the necessary drainage works for the purposes of providing overland or subsurface paths and courses for the construction, maintenance and preservation of storm drainage.
2. The Grantors agree to keep the Easement Lands clear of all substantial physical obstructions so as to permit the maintenance, repair, replacement, upgrade or reconstruction as may be necessary from time to time.
3. Attached hereto and forming part of this agreement as Schedule “A”, is an engineered drawing prepared by G.M. Blue Plan Engineering titled “Proposed Storm Sewer Outlet” dated August 2, 2023.

4. The Grantors shall provide access to their property for the construction of the drainage works, and for the Township's surveyor to enter on to the property for the purposes of surveying the land for the location of the easement.
5. Once completed, the Township shall maintain the drain to ensure same is in good working condition, including any repairs and/or cleanouts as may be required from time to time.
6. In consideration of the Grantors permitting the construction of drainage improvements on lands owned by them, the Municipality hereby agrees to compensate the Grantors in the amount of Fifty Thousand Dollars (\$50,000.00). This sum and the receipt of same shall represent full and final settlement to the Grantors now and in the future.
7. The Municipality shall be solely responsible for all fees and costs incurred for the construction and maintenance of the site drainage improvement works.
8. The Municipality shall exercise the easement rights granted herein in accordance with all applicable laws, regulations, by-laws etc. and shall be responsible for obtaining any required permits, approvals and/or consents from the applicable regulating authorities. Any such use of the easement by the Municipality shall be undertaken in such a manner as to minimize the disturbance and interruption of the Grantors use of the property to the greatest extent possible.
9. The Grantors shall cooperate with the Municipality as required, in obtaining such permits prior to construction or repairs.
10. The Municipality shall have the right of ingress and egress to the easement for the purpose of inspecting or ongoing maintenance or repair of the drainage system.
11. Any construction, maintenance, repair or other work or activities performed by the Municipality, its employees or contractors shall be done in a workmanlike manner and the Easement shall be left in a clean and good condition, with all debris removed therefrom. The Municipality shall be responsible for all costs associated with ongoing maintenance and repairs.
12. In the event the Municipality, its employees or contractors are required to come upon the lands of the Grantor to replace, restore, or repair the drainage system, the Municipality shall only be liable to restore the Grantor's lands to its previous grade, and to reseed and undertake any measure to restore the lands.
13. Except in the event of an emergency, the Municipality shall use its reasonable efforts to provide the Grantors with at least five (5) business days written notice of

any construction, maintenance, repair or other work or activities to be performed on the drainage improvement works.

14. This Agreement and a reference plan identifying the location of the easement shall be registered on title to the lands owned by the Owner.
15. This Agreement and all terms contained within, shall run with the land and shall enure to the benefit of and be binding upon their heirs, successors in-title, and assigns of the parties to the said agreement.
16. This agreement constitutes the entire agreement between the parties and understanding between them and may not be amended, waived or discharged except by an instrument in writing executed by both parties.
17. The invalidity of any one of the covenants, agreements, conditions or provisions of this Agreement, or any portion thereof, shall not affect the remaining portions thereof, and this Agreement shall be modified to substitute in lieu of the invalid provisions, a like and valid provision which reflects the agreement of the parties with respect to the covenant, agreement, condition or provision which has been deemed invalid.

IN WITNESS WHEREOF the parties hereto have duly affixed their signatures and/or seal below.

OWNERS:

Adam Justin Bell

Charlene Lorraine Bell

THE CORPORATION OF THE TOWNSHIP
OF CHATSWORTH

Per:

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk
We have the authority to bind the Corporation

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH
BY-LAW NUMBER 2023-54

Being a By-law to authorize the Mayor and CAO Clerk to sign an agreement to acquire an easement over a portion of the lands described as Part Lots 8 and 9, Plan 1030 in the Township of Chatsworth, County of Grey; and known as 822794 Sideroad 1 between Donna Louise Van Eck and the Corporation of the Township of Chatsworth

WHEREAS the Council of the Township of Chatsworth deems it necessary to sign the agreement to acquire an easement over a portion of the lands for the purposes of constructing and maintaining a drainage outlet (site drainage improvement works); and

WHEREAS section 9, 10, and 11 of the Municipal Act, S.O. 2001, Chapter 25, provides for the municipality to pass by-laws in respect to general municipal powers.

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

1. THAT the Mayor and CAO Clerk of the Township of Chatsworth are hereby authorized to sign an Easement Agreement for the purposes of constructing and maintaining a drainage outlet, a copy of which is attached hereto as Schedule "A", and is hereby declared to form part of this by-law.
2. THAT this by-law shall come into force and take effect on the date of its final passing.

READ a first and second time this 4th day of October, 2023.

READ a third time and finally passed this 4th day of October, 2023.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

THIS EASEMENT AGREEMENT made this 4th day of October, 2023

BETWEEN:

DONNA LOUISE VAN ECK

(hereinafter referred to as “the Grantor”)

- And

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

(hereinafter referred to as “the Municipality”)

WHEREAS the Grantor is the registered Grantor of lands legally described as Part Lots 8 and 9, Plan 1030 in the Township of Chatsworth, County of Grey; and known as 822794 Sideroad 1, Chatsworth, Ontario.

AND WHEREAS the Municipality wishes to acquire an easement over a portion of the lands owned by the Owner for the purposes of constructing and maintaining a drainage outlet (site drainage improvement works).

AND WHEREAS the Grantor hereby accepts such site drainage improvement works and easement conveyed herein.

AND WHEREAS the parties hereto are desirous of entering into a written agreement to allow for the site drainage improvements works to be constructed and maintained on the lands owned by the Grantor.

NOW THEREFORE the Parties hereto agree as follows:

1. The Grantor hereby agrees to grant to the Municipality a perpetual, non-exclusive access by the following easement to erect, maintain, operate, repair, replace, upgrade, reconstruct at any time and from time to time, the necessary drainage works for the purposes of providing overland or subsurface paths and courses for the construction, maintenance and preservation of storm drainage.
2. The Grantor agrees to keep the Easement Lands clear of all substantial physical obstructions so as to permit the maintenance, repair, replacement, upgrade or reconstruction as may be necessary from time to time.
3. Attached hereto and forming part of this agreement as Schedule “A”, is an engineered drawing prepared by G.M. Blue Plan Engineering titled “Proposed Storm Sewer Outlet” dated August 2, 2023.

4. The Grantor shall provide access to their property for the construction of the drainage works, and for the Township's surveyor to enter on to the property for the purposes of surveying the land for the location of the easement.
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7. The Municipality shall be solely responsible for all fees and costs incurred for the construction and maintenance of the site drainage improvement works.
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14. This Agreement and a reference plan identifying the location of the easement shall be registered on title to the lands owned by the Owner.
15. This Agreement and all terms contained within, shall run with the land and shall enure to the benefit of and be binding upon their heirs, successors in-title, and assigns of the parties to the said agreement.
16. This agreement constitutes the entire agreement between the parties and understanding between them and may not be amended, waived or discharged except by an instrument in writing executed by both parties.
17. The invalidity of any one of the covenants, agreements, conditions or provisions of this Agreement, or any portion thereof, shall not affect the remaining portions thereof, and this Agreement shall be modified to substitute in lieu of the invalid provisions, a like and valid provision which reflects the agreement of the parties with respect to the covenant, agreement, condition or provision which has been deemed invalid.

IN WITNESS WHEREOF the parties hereto have duly affixed their signatures and/or seal below.

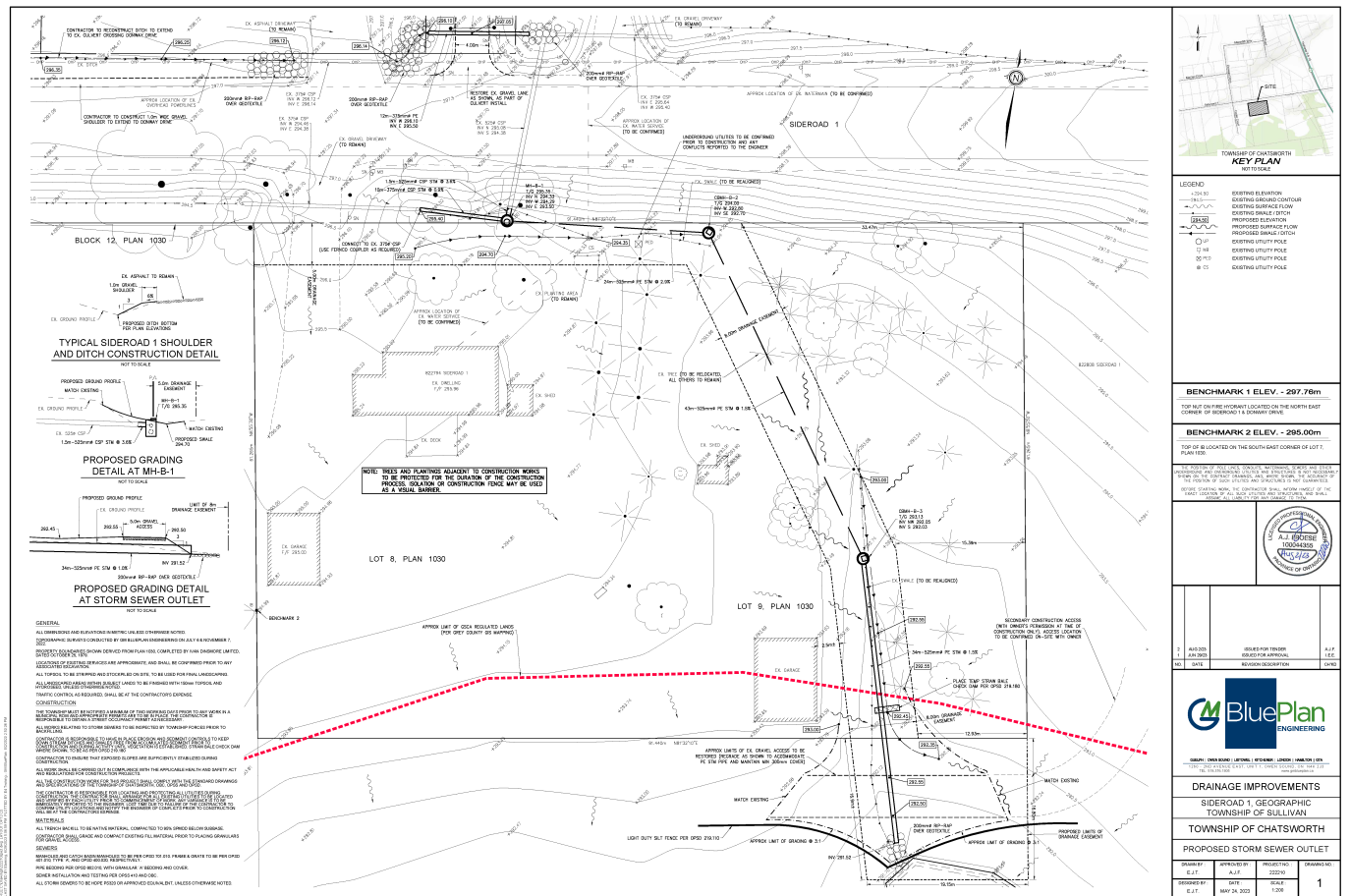
GRANTOR:

Donna Louise Van Eck

THE CORPORATION OF THE TOWNSHIP
OF CHATSWORTH
Per:

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk
We have the authority to bind the Corporation



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BY-LAW NUMBER 2023-53

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READ a third time and finally passed this 4th day of October, 2023.

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IN WITNESS WHEREOF the parties hereto have duly affixed their signatures and/or seal below.

OWNERS:

Adam Justin Bell

Charlene Lorraine Bell

THE CORPORATION OF THE TOWNSHIP
OF CHATSWORTH

Per:

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk
We have the authority to bind the Corporation

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH
BY-LAW NUMBER 2023-54

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WHEREAS section 9, 10, and 11 of the Municipal Act, S.O. 2001, Chapter 25, provides for the municipality to pass by-laws in respect to general municipal powers.

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

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2. THAT this by-law shall come into force and take effect on the date of its final passing.

READ a first and second time this 4th day of October, 2023.

READ a third time and finally passed this 4th day of October, 2023.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

THIS EASEMENT AGREEMENT made this 4th day of October, 2023

BETWEEN:

DONNA LOUISE VAN ECK

(hereinafter referred to as “the Grantor”)

- And

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

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AND WHEREAS the Grantor hereby accepts such site drainage improvement works and easement conveyed herein.

AND WHEREAS the parties hereto are desirous of entering into a written agreement to allow for the site drainage improvements works to be constructed and maintained on the lands owned by the Grantor.

NOW THEREFORE the Parties hereto agree as follows:

1. The Grantor hereby agrees to grant to the Municipality a perpetual, non-exclusive access by the following easement to erect, maintain, operate, repair, replace, upgrade, reconstruct at any time and from time to time, the necessary drainage works for the purposes of providing overland or subsurface paths and courses for the construction, maintenance and preservation of storm drainage.
2. The Grantor agrees to keep the Easement Lands clear of all substantial physical obstructions so as to permit the maintenance, repair, replacement, upgrade or reconstruction as may be necessary from time to time.
3. Attached hereto and forming part of this agreement as Schedule “A”, is an engineered drawing prepared by G.M. Blue Plan Engineering titled “Proposed Storm Sewer Outlet” dated August 2, 2023.

4. The Grantor shall provide access to their property for the construction of the drainage works, and for the Township's surveyor to enter on to the property for the purposes of surveying the land for the location of the easement.
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10. The Municipality shall have the right of ingress and egress to the easement for the purpose of inspecting or ongoing maintenance or repair of the drainage system.
11. Any construction, maintenance, repair or other work or activities performed by the Municipality, its employees or contractors shall be done in a workmanlike manner and the Easement shall be left in a clean and good condition, with all debris removed therefrom. The Municipality shall be responsible for all costs associated with ongoing maintenance and repairs.
12. In the event the Municipality, its employees or contractors are required to come upon the lands of the Grantor to replace, restore, or repair the drainage system, the Municipality shall only be liable to restore the Grantor's lands to its previous grade, and to reseed and undertake any measure to restore the lands.
13. Except in the event of an emergency, the Municipality shall use its reasonable efforts to provide the Grantors with at least five (5) business days written notice of

any construction, maintenance, repair or other work or activities to be performed on the drainage improvement works.

14. This Agreement and a reference plan identifying the location of the easement shall be registered on title to the lands owned by the Owner.
15. This Agreement and all terms contained within, shall run with the land and shall enure to the benefit of and be binding upon their heirs, successors in-title, and assigns of the parties to the said agreement.
16. This agreement constitutes the entire agreement between the parties and understanding between them and may not be amended, waived or discharged except by an instrument in writing executed by both parties.
17. The invalidity of any one of the covenants, agreements, conditions or provisions of this Agreement, or any portion thereof, shall not affect the remaining portions thereof, and this Agreement shall be modified to substitute in lieu of the invalid provisions, a like and valid provision which reflects the agreement of the parties with respect to the covenant, agreement, condition or provision which has been deemed invalid.

IN WITNESS WHEREOF the parties hereto have duly affixed their signatures and/or seal below.

GRANTOR:

Donna Louise Van Eck

THE CORPORATION OF THE TOWNSHIP
OF CHATSWORTH
Per:

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk
We have the authority to bind the Corporation

PUBLIC NOTICE: 2024 MUNICIPAL BUDGET MEETING SCHEDULE
Revised (September 27, 2023)

NOTICE is hereby given that Council has scheduled the following dates to consider the 2024 Operating and Capital Budget:

- Wednesday, September 27, 2023 at 6:30 p.m. **(Cancelled)**
- Wednesday, October 11, 2023 at 5:00 p.m. - Round Table Discussions
- Wednesday, October 25, 2023 at 5:00 p.m.
- Wednesday, November 8, 2023 at 5:00 p.m.
- Wednesday, November 22, 2023 at 5:00 p.m.
- Wednesday, November 29, 2023 at 5:00 p.m.
- Wednesday, December 13, 2023 at 5:00 p.m.

AND FURTHER take notice that Council will host a public meeting to receive input on the budget on:

- Wednesday, December 20, 2023 at 6:30 p.m.

AND FURTHER Council gives notice to consider a by-law to adopt the 2024 budget on:

- Wednesday, January 3, 2024 at 9:30 a.m.

Draft Budget documents will be posted on the Township's website page at www.chatsworth.ca.

All meetings are open to the public and we welcome your comments and input. Written submission will be accepted at the address noted below. Individuals wishing to address Council regarding the 2024 budget should request delegation status by sending a delegation request to tyler.zamostny@chatsworth.ca one week prior to the meeting.

Patty Sinnamon, Dipl.M.M.
CAO Clerk
316837 Highway 6, RR 1
Chatsworth, Ontario, Canada
N0H 1G0

TOWNSHIP OF CHATSWORTH TRACKING SHEET

For October 4, 2023

Subject for Action	Assigned Department	Anticipated Response Date	Comments
Development Charges Study –	Senior Management Team	November, 2023	Draft report to Council Nov. 2023
Township Zoning By-law review and update	CAO and Planning		Draft By-law being prepared – present in early October, 2023 Letters being sent to site-specific properties
Dug Outs at Chatsworth Ball Diamond	Recreation	Fall 2023	Members of Community Hub Building Committee have offered to construct the dug outs. Materials bought and paid for (located at Hattens Home Hardware)
Negro Creek Settlement Monument	CAO	September, 2023	Staff to work with the Negro Creek Settlement Committee regarding the erection of a permanent monument, and the location. Staff to update Council regarding the progress.
Desboro Arena Upgrades?	Parks and Recreation Coordinator		Report on remaining facility upgrades and potential use of facility
Recreation	Parks and Recreation Coordinator		Council would like a report – “to what degree should the Township be augmenting recreation facilities”.

OUTSTANDING ACTIONS ON NOTICES OF MOTION OR COUNCIL RESOLUTIONS:

S. Mackey	June 15/22	2022-15-14 Whereas the former Lions Hall has been demolished and removed from the Holland Centre Ball Diamond and the Scone Hall has been demolished; Now Therefore Council directs staff to investigate whether it is feasible and appropriate to construct permanent washrooms at the Holland Centre Ball Diamond and report back to Council regarding the possible location and cost of same. And Further That Council directs staff to also inspect the site of the former Scone Hall and report back to Council on recommendations regarding the status of the well and/or septic system.
S. Mackey	April 5/23	THAT Council direct staff to research what lower tier municipalities in Grey County are being charged in regard to information technology (IT) services; and FURTHER THAT staff be directed to contact both lower-tier municipalities and Grey County regarding the potential for shared IT services and FURTHER THAT staff provide a report to Council at a future meeting.
P. Whitten	Aug.02/23	That staff be directed to bring forward information for potential regulations for commercial gatherings on private properties and special events on Township owned properties.

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH
BY-LAW NUMBER 2023-55

BEING a By-law to confirm the proceedings of the Council Meeting of the Corporation of the Township of Chatsworth held on October 4, 2023

WHEREAS Section 5(1) of the Municipal Act 2001, S.O. 2001, Chapter 25 as amended, grants powers of a Municipal Corporation to be exercised by its Council; and

WHEREAS Section 5(3) of the Municipal Act 2001, S.O. 2001, Chapter 25 as amended, provides that powers of every Council are to be exercised by By-law unless specifically authorized to do otherwise; and

WHEREAS it is deemed expedient that the proceedings of the Council Meeting held on October 4, 2023 are confirmed and adopted by By-law;

NOW THEREFORE the Council of the Corporation of the Township of Chatsworth enacts as follows:

1. That the actions of the Council of the Corporation of the Township of Chatsworth at its Council Meeting held on October 4, 2023 in respect to each motion and resolution passed, reports received and direction given by the Council at the said meeting is hereby adopted and confirmed;
2. The Mayor and the proper Officials of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action of the Council.

READ a first and second time this 4th day of October, 2023.

READ a third time and finally passed this 4th day of October, 2023.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk