



Council Agenda

Wednesday, February 7, 2024

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

13

Resolution

THAT the minutes of the Council Meeting held on January 17, 2024 be confirmed as recorded.

7. MATTERS ARISING FROM MINUTES

8. PUBLIC MEETINGS (Statutory and Non-Statutory)

- 8.1 Z12/2023 - Part Lot 25, Concession 5, Geographic Township of Sullivan, Township of Chatsworth (Lori and Bruce Godsmark) 21
- a) Submitted application Z12/2023 – Redacted - Revised Nov 30, 2023
 - b) Planning Justification Letter – Loft Planning October 27, 2023
 - c) Planning Justification Addendum Letter – Loft Planning November 7, 2023
 - d) MDS Calculation Report Z12/2023
 - e) Notice of Public Meeting Z12/2023
 - f) Aerial GIS Photo of Subject Property
 - g) Comments from others (including agencies) received by January 31, 2024
 - h) Draft Zoning by-law Amendment
- 8.2 B14/2023 - Part Lot 11, Lot 12, Concession 1 SWTSR, and Part Lots 11 to 15, Concession 2 SWTSR, Geographic Township of Holland, Township of Chatsworth (Bradley and Susan Moran) 70
- a) Submitted application B14/2023 - Revised January 3, 2024 - Redacted
 - b) Planning Justification Report with MDS Report (November 2023) Submitted by Cuesta Planning Consultants Inc.
 - c) Notice of Public Meeting B14/2023
 - e) Aerial GIS Photograph of Property
 - f) Comments from others (including agencies) received by February 1, 2024
 - g) Draft Decision Sheet B14/2023
- 8.3 B15 & B16/2023 - Part Lot 64, Lots 65 and 66, Concession 3 EGR, Geographic Township of Holland, Township of Chatsworth (Aaron Martin Holdings Ltd.) 140
- a) Submitted application B15/2023 - Redacted
 - b) Submitted application B16/2023 - Redacted
 - c) EIS Report B15 & B16 - Sumac Environmental Consulting
 - d) MDS Report B15 & B16
 - e) Notice of Public Meeting B15 & B16/2023
 - f) Aerial GIS Photograph of Property
 - g) Comments from others (including agencies) received by January 31, 2024
 - h) Draft Decision Sheet B15/2023
 - i) Draft Decision Sheet B16/2023

9. MATTERS ARISING FROM PUBLIC MEETINGS

- 9.1 Z12/2023 - Part Lot 25, Concession 5, Geographic Township of Sullivan, Township of Chatsworth (Lori and Bruce Godsmark)

Resolution

THAT Public Meeting Z12/2023 - Part Lot 25, Concession 5, Geographic Township of Sullivan, Township of Chatsworth (Lori and Bruce Godsmark) be referred to Committee of the Whole for consideration.

- 9.2 B14/2023 - Part Lot 11, Lot 12, Concession 1 SWTSR, and Part Lots 11 to 15, Concession 2 SWTSR, Geographic Township of Holland, Township of Chatsworth (Bradley and Susan Moran)

Resolution

THAT Public Meeting B14/2023 - Part Lot 11, Lot 12, Concession 1 SWTSR, and Part Lots 11 to 15, Concession 2 SWTSR, Geographic Township of Holland, Township of Chatsworth (Bradley and Susan Moran) be referred to Committee of the Whole for consideration.

- 9.3 B15 & B16/2023 - Part Lot 64, Lots 65 and 66, Concession 3 EGR, Geographic Township of Holland, Township of Chatsworth (Aaron Martin Holdings Ltd.)

Resolution

THAT Public Meeting B15 & B16/2023 - Part Lot 64, Lots 65 and 66, Concession 3 EGR, Geographic Township of Holland, Township of Chatsworth (Aaron Martin Holdings Ltd.) 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 Number 2024-08 being a By-law for the imposition and collection of fees and charges for certain Municipal Services and Activities
- By-law Number 2024-09 being a By-Law to Adopt the 2024 Operating and Capital Budgets
- By-law Number 2024-10 being a By-law to authorize the Mayor and Deputy Clerk to enter into a Municipal Participation Agreement with The Corporation of the City of Owen Sound to participate in the 2024 Hazardous and Special Products (HSP) Waste Program
- By-law Number 2024-11 being a By-law to authorize temporary borrowing to meet the current expenditures of the municipality for the year ending December 31, 2024

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 (December 21, 2023 - January 31, 2024) 294

11.1.a.b EFT Register Redacted (December 21, 2023 - January 31, 2024) 298

11.1.a.c Pre-authorized Withdrawals Register Redacted (January 1 - January 31, 2024) 307

11.1.b Reports for Information

11.1.b.a Municipal Support Services - Chatsworth By-law Service Report December 2023 308

11.1.c	Committee Minutes	
11.1.c.a	Saugeen Mobility and Regional Transit General Board Meeting Minutes - November 17, 2023	311
11.1.c.b	Saugeen Mobility and Regional Transit General Board Meeting Minutes - December 22, 2023	317
11.1.c.c	Saugeen Valley Conservation Authority Board of Directors Meeting - November 30, 2023	321
11.1.c.d	Grey Sauble Conservation Authority Full Authority Board of Directors Meeting - December 19, 2023	330
11.1.d	Correspondence for Council information	
11.1.d.a	AMO Watchfiles (January 11, 2024; January 18, 2024; January 25, 2024; February 1, 2024) <u>January 11, 2024; January 18, 2024; January 25, 2024; February 1, 2024</u>	
11.1.d.b	Alvin Mast Letter January 19, 2024 Re. Sideroad 7 concern	338
11.1.d.c	Grey County Council Meeting Highlights - January 25, 2024	339
11.1.d.d	Enbridge Gas Inc. Letter January 24, 2024 Re: Securing the future of natural gas in Ontario	340
11.1.d.e	City of Owen Sound Letter January 30, 2024 Re: Participation in the 2024 Household Hazardous Waste Program	341
11.1.e	Motions from Other Municipalities	
11.1.e.a	Municipality of South Bruce Resolution January 9, 2024 Re: Extension of Minister's Direction for Conservation Authorities Regarding Fee Changes Associated with Planning, Development and Permitting Fees	344
11.1.e.b	Town of Hanover Resolution January 15, 2024 Re: Social and Economic Prosperity Review	356
11.2	Presentations/Delegations (Pre-Registered) - None	

11.3 Matters Arising from Presentations/Delegation - None

11.4 Staff Reports and Verbal Updates from Staff

11.4.a Planners Report 2024-03 - Zoning By-law Amendment Application Z12/2023 (Lori and Bruce Godsmark) 358

Resolution

THAT Planners Report 2024-03 be hereby received; and FURTHER THAT Committee of the Whole recommends to Council the approval of the Zoning Bylaw Amendment Application for Part Lot 25, Concession 5, Geographic Township of Sullivan, Township of Chatsworth, Owner: Lori and Bruce Godsmark; and FURTHER THAT staff be directed to prepare the necessary by-law to give effect to the application.

11.4.b Planners Report 2024 04 - Application for Consent B14/2023 (Bradley and Susan Moran) 361

Resolution

THAT Planning Report 2024-04 regarding Consent Application B14/2023 be hereby received; and FURTHER THAT Committee of the Whole recommend that Council approve the Consent Application B14/2023 with the conditions noted on the Decision Sheet as follows:

1. THAT a D-4 Study be prepared for the severed parcel to the satisfaction of the Township of Chatsworth to ensure that the lands are secure from potential methane gas and/or leachate mitigation from the adjacent landfill site. If deemed necessary by the Township, the recommendations of the D-4 Study will need to be implemented through a Zoning By-law Amendment.
2. THAT a holding (h1) symbol be applied to the zoning of the severed parcel through a Zoning By-law Amendment for those lands identified as 'Significant Woodland' on Appendix B of the Grey County Official Plan.
3. THAT the Ministry of Transportation (MTO) confirm that an Encroachment Permit has been issued for the removal of the Provincial Highway access to/from the severed parcel, and further that the Ministry has confirmed that the access lands have been restored to the satisfaction of the MTO.
4. 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.

5. THAT any outstanding taxes to the Township be paid.

6. THAT an entrance permit has been granted to the severed lands by the appropriate road authority; and further provide the Deputy Clerk of the Township of Chatsworth with a copy of the entrance permit.

7. 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 Deputy Clerk of the Township of Chatsworth.

8. THAT the Owner's solicitor, in preparation for the issuance of the Certificate of Consent, provide to the Deputy 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".

9. THAT the Owner's solicitor give an undertaking in writing to provide to the Deputy 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 B14/2023.

11.4.c Planners Report 2024 05 - Application for Consent B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.)

366

Resolution

THAT Planning Report 2024-05 regarding Consent Applications B15/2023 and B16/2023 be hereby received; and FURTHER THAT Committee of the Whole recommend that Council approve the Consent Applications B15/2023 and B16/2023 with the conditions noted on the Decision Sheets as follows:

1. THAT the owner enter into an agreement with the Township to implement the recommendations of the Environmental Impact Study.

2. 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.
3. THAT any outstanding taxes to the Township be paid.
4. THAT an entrance permit has been granted to the severed lot by the appropriate road authority; and further provide the Deputy Clerk of the Township of Chatsworth with a copy of the entrance permit.
5. 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 Deputy Clerk of the Township of Chatsworth.
6. THAT the Owner's solicitor, in preparation for the issuance of the Certificate of Consent, provide to the Deputy 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".
7. THAT the Owner's solicitor give an undertaking to register the transfer documents applicable to File Nos. B15/2023 and B16/2023 simultaneously.
8. THAT the Owner's solicitor give an undertaking in writing to provide to the Deputy 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 B15/2023 and B16/2023.

11.4.d	Finance Report 2024-02 - 2022 Year End Surplus	369
	Resolution	
	THAT Finance Report 2024-02 being a report on the 2022 year end surplus be hereby received for information; and FURTHER THAT Council direct staff to move the 2022 year end surplus of \$162,878 to the General Reserve; and FURTHER THAT Council direct staff to fund \$25,853 to Markdale Waste Site for shared services in 2024.	
11.4.e	Parks and Recreation Report 2024-01 - Desboro Community Centre Alternative Operations	371
	Resolution	
	THAT Parks and Recreation Report PR2024-01 be hereby received for information.	
11.4.f	Verbal Updates from Staff	
11.5	Consideration of By-laws	430
	Resolution	
	THAT the following by-law(s) be referred to Council for consideration:	
	<ul style="list-style-type: none"> • By-law Number 2024-08 being a By-law for the imposition and collection of fees and charges for certain Municipal Services and Activities • By-law Number 2024-09 being a By-Law to Adopt the 2024 Operating and Capital Budgets • By-law Number 2024-10 being a By-law to authorize the Mayor and Deputy Clerk to enter into a Municipal Participation Agreement with The Corporation of the City of Owen Sound to participate in the 2024 Hazardous and Special Products (HSP) Waste Program • By-law Number 2024-11 being a By-law to authorize temporary borrowing to meet the current expenditures of the municipality for the year ending December 31, 2024 	
11.6	Items Requiring Direction	
11.7	Items Requiring Discussion including Items Removed from Consent Agenda	

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

472

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 Number 2024-08 being a By-law for the imposition and collection of fees and charges for certain Municipal Services and Activities
- By-law Number 2024-09 being a By-Law to Adopt the 2024 Operating and Capital Budgets
- By-law Number 2024-10 being a By-law to authorize the Mayor and Deputy Clerk to enter into a Municipal Participation Agreement with The Corporation of the City of Owen Sound to participate in the 2024 Hazardous and Special Products (HSP) Waste Program
- By-law Number 2024-11 being a By-law to authorize temporary borrowing to meet the current expenditures of the municipality for the year ending December 31, 2024

14. NOTICES OF MOTION

15. NOTICE PROVISION

15.1 Special Council Meetings - Review of Draft Comprehensive Zoning By-law

514

16.	TRACKING SHEET	515
17.	OTHER BUSINESS	
18.	CLOSED MEETING - None	
19.	CONFIRMATORY BY-LAW	516

Resolution

THAT By-law 2024-12 being a by-law to confirm all actions and proceedings of the February 7, 2024 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	
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Important Dates

Council Calendar

2024

January						
S	M	T	W	T	F	S
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February						
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31						

April						
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June						
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July						
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September							
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29	30						

October						
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November						
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December						
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29	30	31				

■ Council Meeting 1st Wednesday of the month 9:30am and 3rd Wednesday of the month 6:30pm

■ Committee of Adjustment 9:00am

● Office closed due to Statutory Holidays

■ Council conferences (ROMA Jan 21-23, OGRA April 21-24, AMO Aug 18-21)

■ Special Meetings of Council



Township of Chatsworth

Council Minutes

Wednesday, January 17, 2024, 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
Deputy Clerk, Tyler Zamostny
Fire Chief, Mike Givens
Operations Manager, Jamie Edwards
Parks and Recreation Lead Hand, Matt Tanner
Treasurer, Paul Dowber

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 individuals addressed Council:

- Brenda Gray regarding Item 8.2. - 2024 Operating and Capital Budget Public Meeting - To discuss concerns regarding the removal of Sideroad 7 from the Capital Budget.
- Jeremy Eves regarding Item 8.2. - 2024 Operating and Capital Budget Public Meeting - To discuss concerns regarding the removal of Sideroad 7 from the Capital Budget.

Mayor Mackey vacated the chair at this time and left the meeting to receive a phone call regarding a family emergency. Deputy Mayor McKay assumed the chair.

4. APPROVE OR AMEND AGENDA

Resolution 2024-04-01

Moved by: Elizabeth Thompson

Seconded by: Shawn Greig

THAT Township of Chatsworth Council adopt the Agenda as circulated.

Carried

5. DECLARATION OF PECUNIARY INTEREST

None stated.

6. CONFIRMATION OF MINUTES

Resolution 2024-04-02

Moved by: Shawn Greig

Seconded by: Peter Whitten

THAT the minutes of the following Council Meetings be confirmed as recorded.

- December 13, 2023 - Budget Meeting
- January 3, 2024 - Council Meeting
- January 8, 2024 - Budget Meeting
- January 10, 2024 - Special Council Meeting - Zoning By-law Review #1

Carried

7. MATTERS ARISING FROM MINUTES - None

8. PUBLIC MEETINGS (Statutory and Non-Statutory)

8.1 Draft Fees & Charges By-law

This is a public meeting to discuss the proposed Draft Fees and Charges By-law. CAO Clerk Patty Sinnamon reviewed a power point presentation to highlight the changes to Council and the public, and stated that the last update to the fees & charges (excluding cemetery services) was completed in 2019. Council reviewed these proposed changes at the January 3, 2024 Council meeting and revisions were made at that time. Notice of the public meeting was provided in accordance with the Township's Notice Provision Policy, which included being posted at the Township office, and both on the Township website and Facebook pages. CAO Clerk Sinnamon continued with the presentation and stated that the proposed fees are in accordance with neighboring municipalities. Many of the fees have increased by 3%, aiming to cover more cost by the user of the service rather than the general tax base. CAO Clerk Sinnamon provided an overview of the various changes in each fee schedule.

Mayor Mackey reassumed the chair at this time.

Once the presentation was complete, members of the public had an opportunity to speak. The following members of the public addressed Council at this time:

- Jeremy Eves had questions relating to individual fees contained within the schedules which included:
 - Schedule "A" (Administrative Services) - Tax Registration Fees
 - Schedule "I" (Recreation) - Clarification on rates for hall/meeting room rentals for Keady and Desboro Community Centres. Also, the rate for renting the Arena floor with no ice at Keady and Desboro.
 - Schedule "J" (Waste and Diversion Services) - Where bag tags can be purchased, and if more locations will be added in the future.

Township staff provided clarification to Mr. Eves, regarding his questions.

Following the questions from the public, CAO Clerk Sinnamon stated that the by-law would be presented at the February 7, 2024 meeting for approval. The fees will take effect on April 1, 2024 which allows for staff to communicate the change to the public through the semi-annual newsletter. Ice rental fees will take effect September 1, 2024.

Council paused for a break at 8:01 p.m. and returned at 8:13 p.m.

8.2 2024 Operating and Capital Budget Public Meeting

This is a public meeting to discuss the 2024 Draft Operating and Capital Budgets. Treasurer Paul Dowber provided a presentation on the 2024 budget which contained a high-level review and a background of the various meetings that had taken place. Included in the presentation was an overview of the factors that are considered throughout the budget process as well as the increase in cost for many items including curbside pickup, insurance, fuel and fleet repairs. Notice of the public meeting was provided in accordance with the Township's Notice Provision Policy, which included being posted at the Township office, and both on the Township website and Facebook pages. Treasurer Dowber provided highlights of the 2024 Operating and Capital Budgets as well as individual breakdowns of the various departments. The 2024 budget was focused on three main components including:

- Long Term Financial Health
- Care and Maintenance of Township Assets
- Dealing with large operating expense increases

The budget represents a levy increase of 7.53% over 2023. The blended levy increase including the County of Grey and School Board portion would be 5.9%. Utilizing the 2016 Current Value Assessment, the average household within the Township is \$250,000.00. This tax rate will add on average an additional \$190.06 to the tax bill.

Once the presentation was complete, members of the public had an opportunity to speak. The following members of the public addressed Council at this time:

- Dave Fritz had questions relating to the proposed budget and sections contained in the presentation including roads, waste disposal sites, and Township reserve accounts.

Township staff provided clarification to Mr. Fritz, regarding his questions.

Following the questions from the public, Treasurer Dowber stated that the by-law would be presented at the February 7, 2024 meeting for approval.

9. MATTERS ARISING FROM PUBLIC MEETINGS

9.1 Draft Fees & Charges By-law

Resolution 2024-04-03

Moved by: Terry McKay

Seconded by: Shawn Greig

THAT Township of Chatsworth Council approve the Draft Fees & Charges By-law as presented; and

FURTHER THAT staff be directed to bring forward the Draft By-law for final approval.

Carried

9.2 2024 Operating and Capital Budget Public Meeting

Resolution 2024-04-04

Moved by: Elizabeth Thompson

Seconded by: Shawn Greig

THAT Council direct staff to bring forward a By-law to adopt the 2024 Operating and Capital Budget as presented.

Carried

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

Resolution 2024-04-05

Moved by: Elizabeth Thompson

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 2024-03 Being a By-Law to provide for interim tax levy for the 2024 year in the Township of Chatsworth and to provide for penalty and interest of 1.25 per cent
- By-law 2024-04 Being a By-law to establish remuneration and expense rates to be paid for Council of the Township of Chatsworth
- By-law 2024-05 Being a By-law to adopt the 2024 Remuneration for Township of Chatsworth Employees

Carried

11. COMMITTEE OF THE WHOLE

Resolution 2024-04-06

Moved by: Terry McKay

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 2024-04-07

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. - Town of Aurora Resolution December 12, 2023 Re: Community Safety and Inciteful Speech

Carried

11.1.a Reports for Information - None

11.1.b Committee Minutes - None

11.1.c Correspondence for Council information

11.1.c.a AMO Watchfiles (January 4, 2024)

11.1.c.b Grey County Council Meeting Highlights - January 11, 2024

11.1.d Motions from Other Municipalities

11.1.d.a Town of Aurora Resolution December 12, 2023 Re: Community Safety and Inciteful Speech

11.2 Presentations/Delegations (Pre-Registered) - None

11.3 Matters Arising from Presentations/Delegation - None

11.4 Staff Reports and Verbal Updates from Staff

11.4.a Fire Chief Report 2024-01 - 2023 Fire Department Activity Report

Resolution 2024-04-08

Moved by: Terry McKay

Seconded by: Shawn Greig

THAT Fire Chief Report 2024-01 be hereby received for information; and

FURTHER THAT the 2023 Fire Department Activity Report be hereby received for information.

Carried

11.4.b CAO Clerk's Report 2024-02 - Community Safety and Policing Act – Grey Bruce Detachment Joint Board

Resolution 2024-04-09

Moved by: Shawn Greig

Seconded by: Terry McKay

WHEREAS, the Province of Ontario passed the *Comprehensive Ontario Police Services Act, 2019* (Bill 68), which established the *Community Safety and Policing Act, 2019* (CSPA, 2019), on March 26, 2019; and

WHEREAS, the *Community Safety and Policing Act, 2019* (CSPA, 2019), will be proclaimed on April 1, 2024; and

WHEREAS the Ministry of the Solicitor General has approved the creation of a joint, Grey Bruce Police Services Detachment Board, governing all municipalities and First Nations communities within the detachment area; and

WHEREAS the Grey Bruce Detachment Joint Board must be established and formalized prior to the date of proclamation; and

WHEREAS the Grey Bruce Detachment Joint Board will be composed of an elected official of all participating municipalities and First Nation communities, 4 Community Appointees and 3 Provincial Appointees;

NOW THEREFORE, Council hereby appoints one Member to represent the Township of Chatsworth on the Grey Bruce Detachment Joint Board; and

FURTHER THAT an ad-hoc selection committee be formed to select and appoint the required allotment of community representatives to the Joint Board, herein known as the Grey Bruce Detachment Joint Police Services Board Community Appointee Selection Committee; and

THAT CAO Clerk's Report 2024-02 – Community Safety and Policing Act – Grey Bruce Detachment Joint Board be hereby received; and

FURTHER THAT Mayor Scott Mackey be appointed to the Grey Bruce Detachment Joint Board; and

FURTHER THAT the same member appointed to the Grey Bruce Detachment Joint Board be appointed to the Grey Bruce Detachment Board Community Appointee Selection Committee.

Carried

11.4.c Verbal Updates from Staff

CAO Clerk Patty Sinnamon provided updates:

- Had a preliminary conversation today with representatives from the Ministry of Transportation regarding the delegation at next weeks ROMA (Rural Ontario Municipal Association) Conference. Staff and Council members are meeting with the Minister of Transportation to discuss concerns of the 6 & 10 Intersection as well as the entrance of the proposed Chatsworth Subdivision onto Highway 6. The Ministry requested a pre-consultation meeting with staff. The CAO will circulate the presentation brief to Council once it has been reviewed with the County. The delegation will be on Tuesday January 21st at 11:00 a.m. (note time change)
- The Township has received a request from Knox Presbyterian Cemetery regarding the potential for ownership to be transferred to the Township

Fire Chief Mike Givens provided the following updates:

- Fire loss was down in 2023 considerably from 2022

Operations Manager Jamie Edwards provided the following updates:

- Staff are working hard with winter operations and clearing snow
- The gear box has broken down on the sidewalk machine used to clear snow in the Village of Chatsworth. A rental unit is currently being used
- Currently working with Grey County for the annual winter sand tender. We are also working on a joint tender for weed spray
- Conversation regarding the Community Hub parking lot. It was felt by Council that the lot should be half cleared. Operations Manager Edwards will look into additional snow being placed at the site

Recreation Lead Hand Matt Tanner provided the following updates:

- A library vending machine provided through the Owen Sound & North Grey Union Public Library has been installed at the Keady Arena. We are waiting on a few parts and then a release date will be announced
- Met with Hydro One regarding a future capital project and the Keady Ball Diamond light stand. A report will be coming forward in the near future

At this time, Mayor Mackey introduced the following resolution to extend the meeting past 10:00 p.m.

Resolution 2024-04-10

Moved by: Shawn Greig

Seconded by: Peter Whitten

THAT Council extend the meeting past 10:00 p.m. to 10:30 p.m.

Carried

11.5 Consideration of By-laws

Resolution 2024-04-11

Moved by: Peter Whitten

Seconded by: Shawn Greig

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

- By-law 2024-03 Being a By-Law to provide for interim tax levy for the 2024 year in the Township of Chatsworth and to provide for penalty and interest of 1.25 per cent
- By-law 2024-04 Being a By-law to establish remuneration and expense rates to be paid for Council of the Township of Chatsworth
- By-law 2024-05 Being a By-law to adopt the 2024 Remuneration for Township of Chatsworth Employees

Carried

11.6 Items Requiring Direction - None

11.7 Items Requiring Discussion including Items Removed from Consent Agenda

The following was discussed:

- Item 11.1.d.a. - Town of Aurora Resolution December 12, 2023 Re: Community Safety and Inciteful Speech

After discussion, the following resolution was introduced.

Resolution 2024-04-12

Moved by: Peter Whitten

Seconded by: Shawn Greig

THAT Township of Chatsworth Council hereby support the resolution from the Town of Aurora regarding Community Safety and Inciteful Speech; and FURTHER THAT the Town of Aurora be notified of our support.

Carried

11.8 Rise and Report from Committee of the Whole

Resolution 2024-04-13

Moved by: Terry McKay

Seconded by: Elizabeth Thompson

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 2024-04-14

Moved by: Elizabeth Thompson

Seconded by: Shawn Greig

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 2024-04-15

Moved by: Elizabeth Thompson

Seconded by: Terry McKay

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 2024-03 Being a By-Law to provide for interim tax levy for the 2024 year in the Township of Chatsworth and to provide for penalty and interest of 1.25 per cent
- By-law 2024-04 Being a By-law to establish remuneration and expense rates to be paid for Council of the Township of Chatsworth
- By-law 2024-05 Being a By-law to adopt the 2024 Remuneration for Township of Chatsworth Employees

Carried

14. NOTICES OF MOTION - None

15. NOTICE PROVISION

15.1 2024 Municipal Budget Meeting Schedule (Revised - December 13, 2023)

15.2 Special Council Meetings - Review of Draft Comprehensive Zoning By-law

16. OTHER BUSINESS - None

17. CLOSED MEETING - None

18. CONFIRMATORY BY-LAW

Resolution 2024-04-16

Moved by: Terry McKay

Seconded by: Shawn Greig

THAT By-law 2024-06 being a by-law to confirm all actions and proceedings of the January 17, 2024 Council meeting be hereby read a first, second, and third time, signed by the Mayor and Clerk and sealed with the Corporate Seal.

Carried

19. ADJOURNMENT

The Mayor adjourned the meeting at 10:12 p.m.

Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

Township of Chatsworth
ZBA Application

1. Applicant Information

2. Subject Property

Municipal Address (if applicable) 175349 Concession 6 RR1 Desboro ON NOH1K0

Assessment Roll Number 42-04-32000230900

Former Municipality: Village of Chatsworth Holland Township Sullivan Township

Lot 25 Concession 6 Registered Plan No. _____

Lot _____ Reference Plan _____

3. Dimensions of Subject Property (in metric)

Area: 13 hectares Frontage: 363 metres Depth: 671.6 metres

4. When did the current Owner acquire the subject property? 2002

5. What is the existing use of the subject property? How long has that use existed on this property? Rural

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

7. What is the purpose of the Zoning By-law Amendment?
Be specific. Attach additional sheets if necessary.
To rezone a portion of the lands from Rural (A1) and Environmental Protection (EP) to Rural Residential Exception (R1-XX) and Environmental Protection (EP) to implement a consent. Exception XX will recognize a reduced lot frontage of 80 m, where 100 m is required.

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)

Not applicable

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.

Not applicable

10. **What is the land use designation of the subject lands according to the County of Grey Official Plan?** Rural and Hazard Lands
-

11. **What is the Zoning of the subject lands according to the Township of Chatsworth Zoning By-law?** Rural (A1) and Environmental Protection (EP)
-

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	Residence	2013	159 m ²		1	4.26 m
Existing Building No. 2	Accessory Structure 1	2003	11.6 m ²		1	3.65 m
Existing Building No. 3	Accessory Structure 2	2003	9.29 m ²		1	3.65 m
Existing Building No. 4	Accessory Structure 3	2002	13.9 m ²		1	2.45 m
Existing Building No. 5	Accessory Structure 4	2019	92 m ²		1	3.65 m
Proposed Building No. 1						
Proposed Building No. 2						
Proposed Building No. 3						

Township of Chatsworth
ZBA Application

13. Indicate the type of servicing:

Type of Servicing	Existing	Proposed
Water Servicing (Municipal, Communal , Private Well)	Private well	Private well
Sewer Servicing (Communal, Private Septic)	Private septic	Private 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 checked="" 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? Concession 6 and Sideroad 8

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 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: Submitted

Approval Authority: Township of Chatsworth

Purpose of Application: To sever a rural residential lot

Status of Application: Submitted

Effect on the Current Application for Amendment: To implement a consent and recognize a reduced lot frontage.

16. List all public agencies to which you discussed this Application prior to submitting this Application:

Township Staff

17. List the titles of any supporting documents submitted with this Application:

(ie Planning Report, Environmental Impact Study, Storm Water Management Report, etc.)
Planning Report

Township of Chatsworth
ZBA Application

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

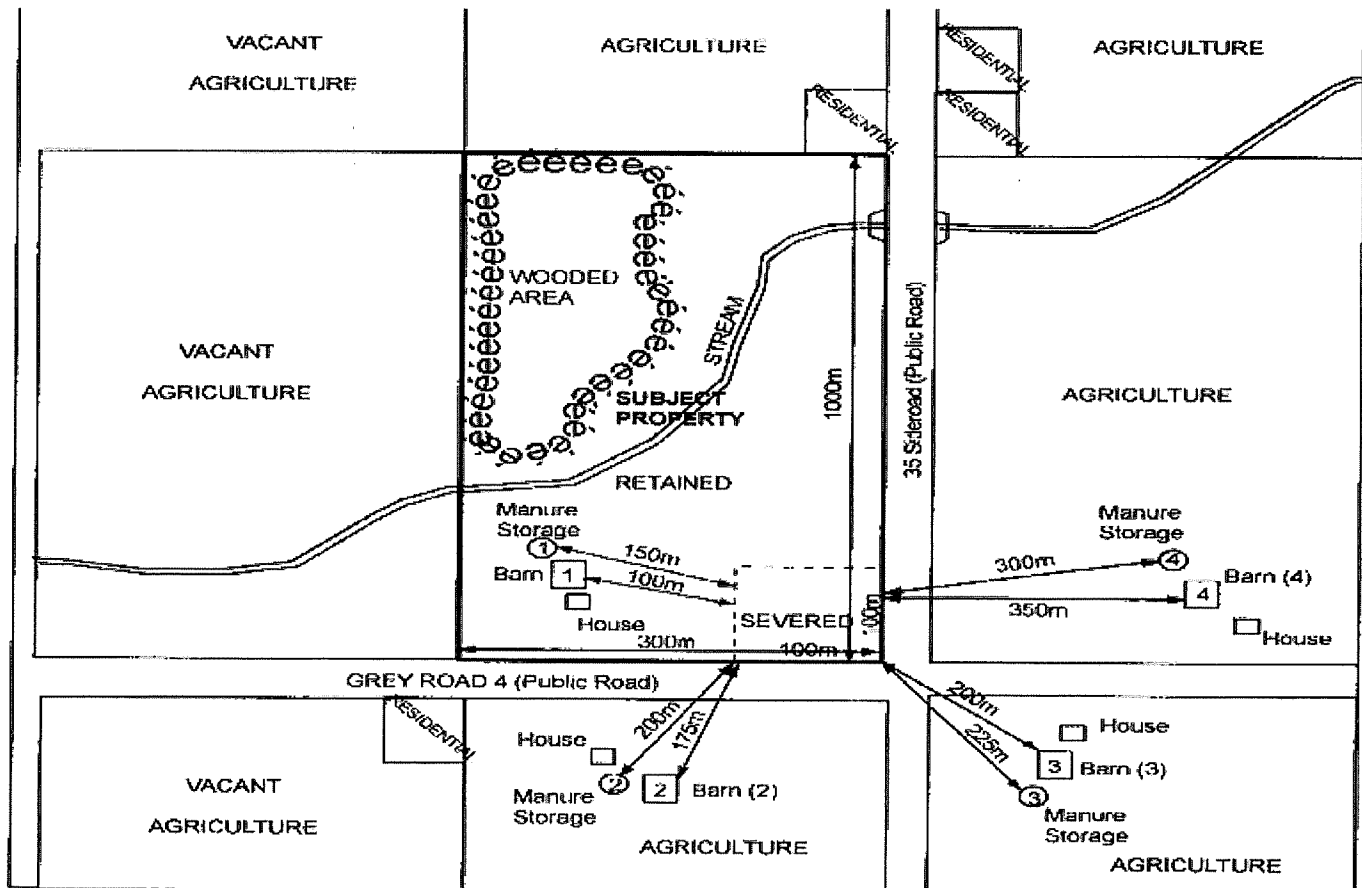




Figure 3
Consent Sketch
175429 Concession 6
Township of Chatsworth

- Severed Lands
- Retained Lands



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November 7 2023 **25**



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P.O. Box 246, STN MAIN
Collingwood, Ontario
L9Y 3Z5

705.446.1168
kristine@loftplanning.com
loftplanning.com

October 27, 2023

Mr. Ron Davidson
Planner, Township of Chatsworth
316837 Highway 6
Chatsworth, Ontario
N0H 1G0

Dear Mr. Davidson:

**RE: Planning Justification Letter (ZBA and Consent)
175349 Concession 6, Township of Chatsworth
CON 5 N PT LOT 25
420432000230900
File: GOD-75523-220 (GODSMARK, LORI)**

1.0 INTRODUCTION

We have been retained by Lori Godsmark and Bruce Godsmark, to act as planners related to a Consent and Zoning By-law Amendment submission on the aforementioned lands. The proposal will create a severed lot having a lot area of 1.2 hectares and a retained lot having a lot area of 11.8 hectares. The proposed Zoning By-law Amendment will implement the consent. This Planning Justification Letter is being submitted as part of a complete application.

2.0 LOCATION

The subject lands are municipally known as 175349 Concession Road 6, in the Township of Chatsworth and legally described as CON 5 N PT LOT 25. The lands are located on the south-east side of Concession 6 and Side Road 8 in the Township of Chatsworth.

3.0 SITE DESCRIPTION & SURROUNDING USES

The subject lands are an irregular parcel of land with a lot area of 13 ha and a lot frontage of 363 m onto Concession 6 (Figure 1 – Subject Lands). The lands are described as rural with an existing single-detached residential dwelling and four accessory structures. The majority of the lands are grass covered while the perimeter is mostly treed. The lot flanks the North Saugeen River along the irregular southern border (Figure 2 – Aerial).

The lands are designated Rural and Hazard Lands in the County of Grey Official Plan. Appendix B identifies the lands as containing Significant Woodlands and Significant Valleylands. The lands are zoned Rural (A1) and Environmental Protection (EP) in the Township of Chatsworth Zoning By-Law 2015-61. The lands are regulated by the Saugeen Valley Conservation Authority.



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P.O. Box 246, STN MAIN
Collingwood, Ontario
L9Y 3Z5

705.446.1168
kristine@loftplanning.com
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The subject lands are surrounded by rural lands to the north, and rural and hazard lands to the east, south and west.

4.0 DESCRIPTION OF PROPOSAL

The proposed consent will create a severed rural residential lot with a lot area of 1.2 hectares and a frontage of 80 m onto Sideroad 8 and a retained parcel with a lot area of 11.8 ha and a frontage of 216 m onto Concession 6 (Figure 3 – Consent Sketch). A Zoning By-law Amendment has also been submitted to rezone the lands to implement the consent.

The applications are described as follows:

1. Consent:

Severed Lot:

- Lot area: 1.2 ha.
- Lot frontage: 80 m onto Sideroad 8.

Retained Lot:

- Lot area: 11.8 ha.
- Lot frontage: 216 m onto Concession 6.

2. Zoning By-law Amendment

Purpose: To rezone the lands to implement a consent.

Effect: To rezone a portion of the lands from Rural (A1) and Environmental Protection (EP) to Rural (A1), Rural Residential Exception (R1-XX) and Environmental Protection (EP) to implement the consent. Exception (-XX) will recognize a reduced lot frontage of 80 m, where 100 m is required.

5.0 PLANNING ANALYSIS

A review of planning documents was undertaken to determine compliance of the Applications to the Planning Act and the provincial and municipal planning documents. A review of the applications in light of the planning documents made the following conclusions:

1. **The Applications Have Regard for Matters of Provincial Interest (Section 2 of the Planning Act, 1990).** The proposed consent and zoning by-law amendment will facilitate the creation of an additional rural residential



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P.O. Box 246, STN MAIN
Collingwood, Ontario
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705.446.1168
kristine@loftplanning.com
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lot where there are no existing structures. The severance will not impact the Hazard Lands on the property. MDS I is met.

2. **The Applications are in the Public Interest.** The Applications will facilitate a severance on the subject lands, creating an additional rural residential lot on Rural Lands away from Hazard Lands.
3. **The Applications are Consistent with the Provincial Policy Statement 2020.** The proposed Applications are consistent with policies that apply to rural lands.
4. **The Applications Conform to the County of Grey Official Plan.** The proposed Applications conform to the policies that guide land use and rural lands and guide land division by consent.
5. **The Proposed Applications generally comply with the Zoning By-law.** The proposed Applications generally meet the intent of the Zoning By-law. A Zoning By-law Amendment is required and is outlined in subsequent sections.

A detailed review of the applicable planning documents is provided in the following sections.

5.1 PLANNING ACT

The Planning Act must be considered when reviewing development applications.

- **Section 2 – Matters of Provincial Interest**

Planning applications must have regard for “Provincial Interest” under Section 2 which includes:

- Protection of ecological systems, including natural areas and functions,
- Conservation of features of significant scientific interest,
- Protection of health and safety and,
- Appropriate location of development.

The applications will facilitate the creation of a severed lot with a lot area of 1.2 ha and a lot frontage of 80 m. The severed lands are within the Rural Land use type and will not impact the Hazard Lands on the property. It is not anticipated that the proposed consent will pose an adverse impact on the surrounding natural heritage features. The lands are serviced by private well and septic and it is anticipated that the severed lot will be serviced privately.

- **Section 3 – Consistency and Conformity to Provincial Policy**

Planning decisions must be consistent with the Provincial Policy Statement. The Provincial Policy Statement (PPS) 2020 applies to the Applications and is addressed in the following section.

- **Section 53 – Consents**



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L9Y 3Z5

705.446.1168
kristine@loftplanning.com
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The approval of land division through consent is permitted if a plan of subdivision is not necessary for the proper and orderly development of a property. A plan of subdivision is not necessary for the creation of one lot.

Conclusion: The proposed applications meet the requirements of the Planning Act

5.2 PROVINCIAL POLICY STATEMENT

The Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest in regard to land use planning and development within Ontario. The PPS directs growth to settlement areas; however, the PPS recognizes the importance of supporting the viability of rural areas and that the wise management of land use may involve directing, sustaining and promoting development. The wise use of resources is a way to ensure that the biodiversity and protection of ecological processes are recognized as a key provincial interest.

- **Section 1.1.4 – Rural Areas in Municipalities**

In the context of the PPS, the subject lands are considered within the Rural Areas policies. The rural area policies in the PPS recognize that viable rural areas are supported by building upon rural character, promoting regeneration and diversification of the economic base, conserving biodiversity and using rural infrastructure efficiently (policy 1.1.4.1).

The proposed consent will facilitate the creation of a severed and retained rural lot and is consistent with the guiding policies outlined in this section. The proposed severed lot would be consistent with the surrounding rural character, would not negatively impact natural heritage features. The severed parcel would maintain an appropriate non-farm lot size of 1.2 ha and would not negatively impact agricultural lands.

- **Section 1.1.5 – Rural Lands in Municipalities**

Section 1.1.5.2 of the PPS provides the permitted uses on rural lands include “residential development, including lot creation, that is locally appropriate”. These policies include ensuring that development is compatible with the rural landscape and rural services, development is appropriate to the infrastructure available and the creation of new lots shall comply with the minimum distance separation formulae. The proposed severed lot has an area of 1.2 ha and maintain a frontage of 80 m and access onto Sideroad 8. The lands will be privately serviced and can be sustained on rural service levels. The proposed lot creation is compatible with the rural landscape. The severed lot meets MDS setbacks (Figure 4 – MDS Arcs), as follows:

602299 Sideroad 8:

- Required MDS Setback – 165 m
- Provided MDS Setback – 185 m

Minimum Distance Separation I is met.

- **Section 2.0 – Wise Use and Management of Resources**



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Collingwood, Ontario
L9Y 3Z5

705.446.1168
kristine@loftplanning.com
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Section 2.1 requires that natural features and areas be protected for the long term. It is not anticipated that the proposed severance will impact the hazard lands. the north west corner of the lands is outside of the Hazard Lands and away from the natural heritage features and can support development.

- **Section 3.0 – Protecting Public Health and Safety**

This section of the PPS directs development away from natural or human-made hazards. The proposed development is not located on Hazard Lands. No impact is anticipated.

Conclusion: Consistency with the Provincial Policy Statement has been demonstrated.

5.3 COUNTY OF GREY OFFICIAL PLAN

The subject lands are designated Rural and Hazard in the County of Grey Official Plan (Figure 5 – County of Grey Official Plan). The lands are identified as containing Significant Woodlands and Significant Valleylands on Appendix B of the County of Grey Official Plan.

Development policies for the Rural land use type are contained in Section 5.4.2 of the Official Plan. The minimum lot size for non-farm sized lots is 0.8 ha, unless specified otherwise. Non-farm sized lot creation must also conform to the Minimum Distance Separation formulae. MDS I has been calculated and is met.

Section 5.4.3 (1) of the Official Plan contains consent policies for the rural land use type and provides that:

“All consents for new lot development shall be no smaller than 0.8 hectares in area, and the maximum density shall not be exceeded as outlined in Table 9 below.”

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

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

The proposed severance meets the lot density policies as identified in Table 9. The original Township lot size is 80 ha, permitting a maximum of 5 severances. The original township lot has been severed twice previously, permitting an additional three severances. The proposal is for a consent to facilitate one severance on the lands.



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P.O. Box 246, STN MAIN
Collingwood, Ontario
L9Y 3Z5

705.446.1168
kristine@loftplanning.com
loftplanning.com

Section 7.2 guides land use policies on Hazard Lands. In general, the Official Plan directs new development away from Hazard Lands. A portion of the subject lands are designated Hazard; however, these lands are not impacted by the proposed consent. There are no negative impacts to natural heritage features anticipated.

Section 9.12 provides policies that must be addressed when the division of land is considered. The approval authority must have regard to the policies of the County of Grey Official Plan, the Planning Act, and the following circumstances:

- *Land division is permitted by the relevant land use policies.*
- *Promotes orderly and contiguous development.*
- *Compatibility with existing and future land uses on adjacent lands.*
- *Servicing requirements are met.*
- *Access to a public road.*
- *Suitable soil and drainage conditions.*
- *Size of parcel is appropriate for the use.*
- *Compliance with the MDS formulae.*

The proposed Consent meets the requirements under Section 9.12. The Consent application conforms to the Rural land use type polices by creating a non-farm sized lot with a minimum lot area of 1.2 ha and frontage on an open and maintained road. Access will be provided from Concession 6 to the retained lot and from Sideroad 8 to the severed lot. Both the severed and retained lots would be serviced by private well and septic The proposed consent is compatible with the other rural and hazard land uses and with the surrounding rural landscape, is appropriate for a rural use and meets MDS.

Conclusion: Conformity to the County of Grey Official Plan has been demonstrated.

5.5 TOWNSHIP OF CHATSWORTH ZONING BY-LAW 2015-61

The lands are zoned Rural (A1) and Environmental Protection (EP) (Figure 6 – Township of Chatsworth Zoning Bylaw Schedule 6). A Zoning By-law Amendment is required as follows:

1. *Schedule 6 to Zoning By-law No. 2015-61 is hereby amended by changing the zone symbols affecting the lands described as CON 5 N PT LOT 25, Township of Chatsworth from Rural (A1) and Environmental Protection (EP) to Rural (A1), Rural Residential Exception (R1-XX) and Environmental Protection (EP) as shown more particularly on Schedule "A" attached hereto.*
2. *Section 27 of By-law No. 2015-61 is hereby amended by adding the following:*

27.XX *Lands within the R1-XX zone shown on Schedule 6 and described as CON 5 N PT LOT 25, Township of Chatsworth shall be used in accordance with the R1 zone provisions excepting however that:*

(I) Minimum lot frontage: 80 metres



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Collingwood, Ontario
L9Y 3Z5

705.446.1168
kristine@loftplanning.com
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A zoning conformity chart below outlines the proposed developments compliance with the Rural Residential (R1) zone provisions.

Rural Residential (R1)	Required	Severed
Minimum lot area	0.8 ha	1.2 ha
Minimum lot frontage	100 m	80 m (Exception Requested)

7.0 CONCLUSION

This planning letter has been prepared in support of applications for a Consent and Zoning By-law Amendment. The Applications are in keeping with the Planning Act RSO 1990, are consistent with the Provincial Policy Statement, 2020, and conforms to the County of Grey Official Plan, and the Township of Chatsworth Zoning By-law 2015-61, as applied for. Furthermore, it is our opinion that the applications represent good land use planning.

Respectfully Submitted,

LOFT PLANNING INC.

Kristine A. Loft, MCIP RPP
Principal

- Figure 1 – Subject Lands
- Figure 2 – Location
- Figure 3 – Consent Sketch
- Figure 4 – MDS Arcs
- Figure 5 – County of Grey Official Plan
- Figure 6 – Township of Chatsworth Zoning By-law

Appendix

Draft Zoning By-law Amendment and Schedule 'A'



Figure 1
Subject Lands
175439 Concession Road
Township of Chatsworth



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Figure 2
Location
175439 Concession 6
Township of Chatsworth



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Figure 3
Consent Sketch
175429 Concession 6
Township of Chatsworth

 Severed Lands



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Figure 4
MDS Arcs
175439 Concession 6
Township of Chatsworth

 Subject Lands



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Figure 5
County of Grey Official Plan
175439 Concession 6
Township of Chatsworth



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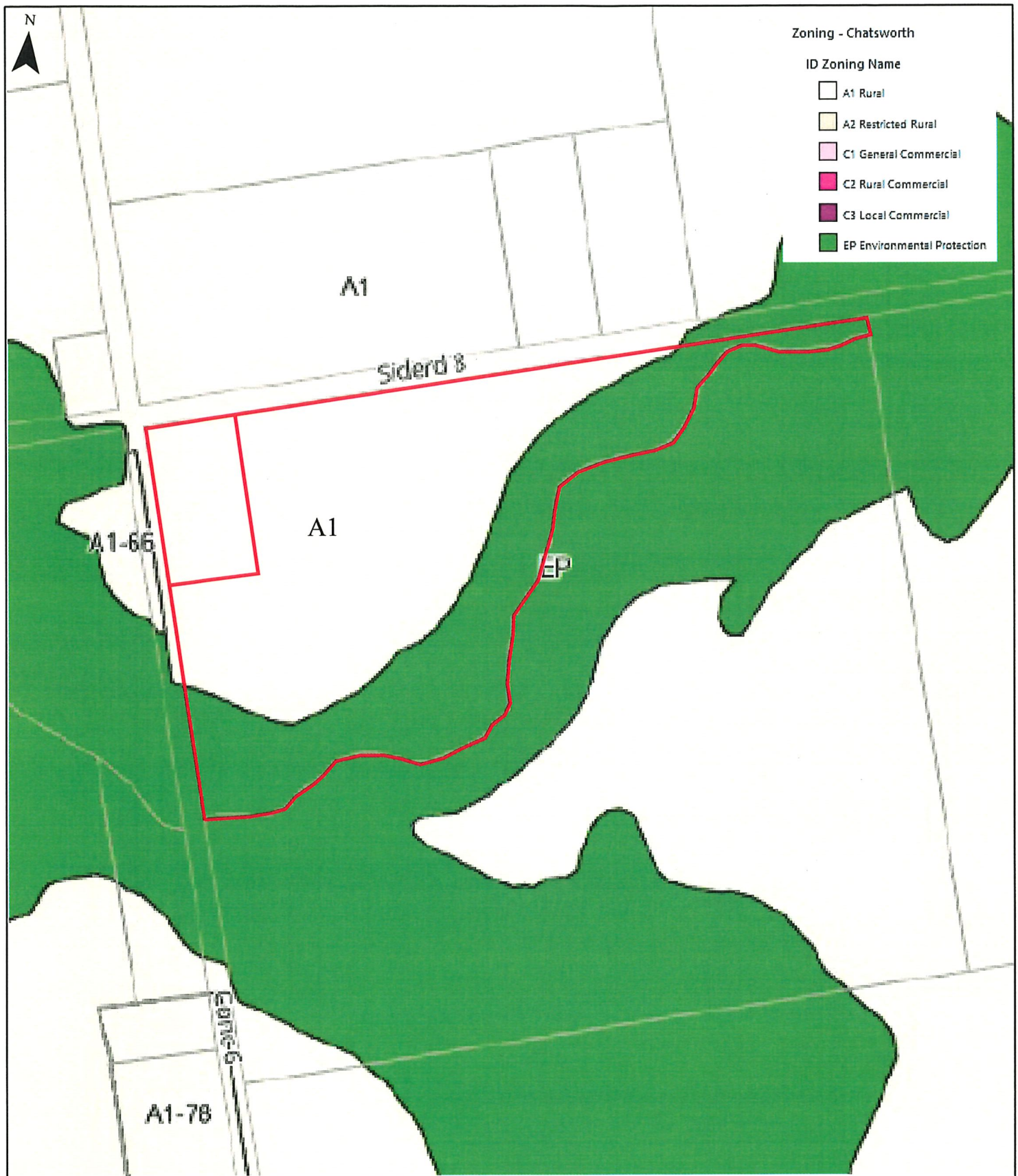


Figure 6
Township of Chatsworth Zoning By-law
175439 Concession 6 Township of
Chatsworth



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October 27, 2023

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, (CON 5 N PT LOT 25, 175329 Concession 6, Township of Chatsworth)

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 Council's of Municipalities;

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

1. Schedule 6 to Zoning By-law No. 2015-61 is hereby amended by changing the zone symbols affecting the lands described as CON 5 N PT LOT 25, Township of Chatsworth from Rural (A1) and Environmental Protection (EP) to Rural (A1), Rural Residential Exception (R1-XX) and Environmental Protection (EP) as shown more particularly on Schedule "A" attached hereto.
2. Section 27 of By-law No. 2015-61 is hereby amended by adding the following:

27.XX Lands within the R1-XX zone shown on Schedule 6 and described as CON 5 N PT LOT 25, Township of Chatsworth shall be used in accordance with the R1 zone provisions excepting however that:

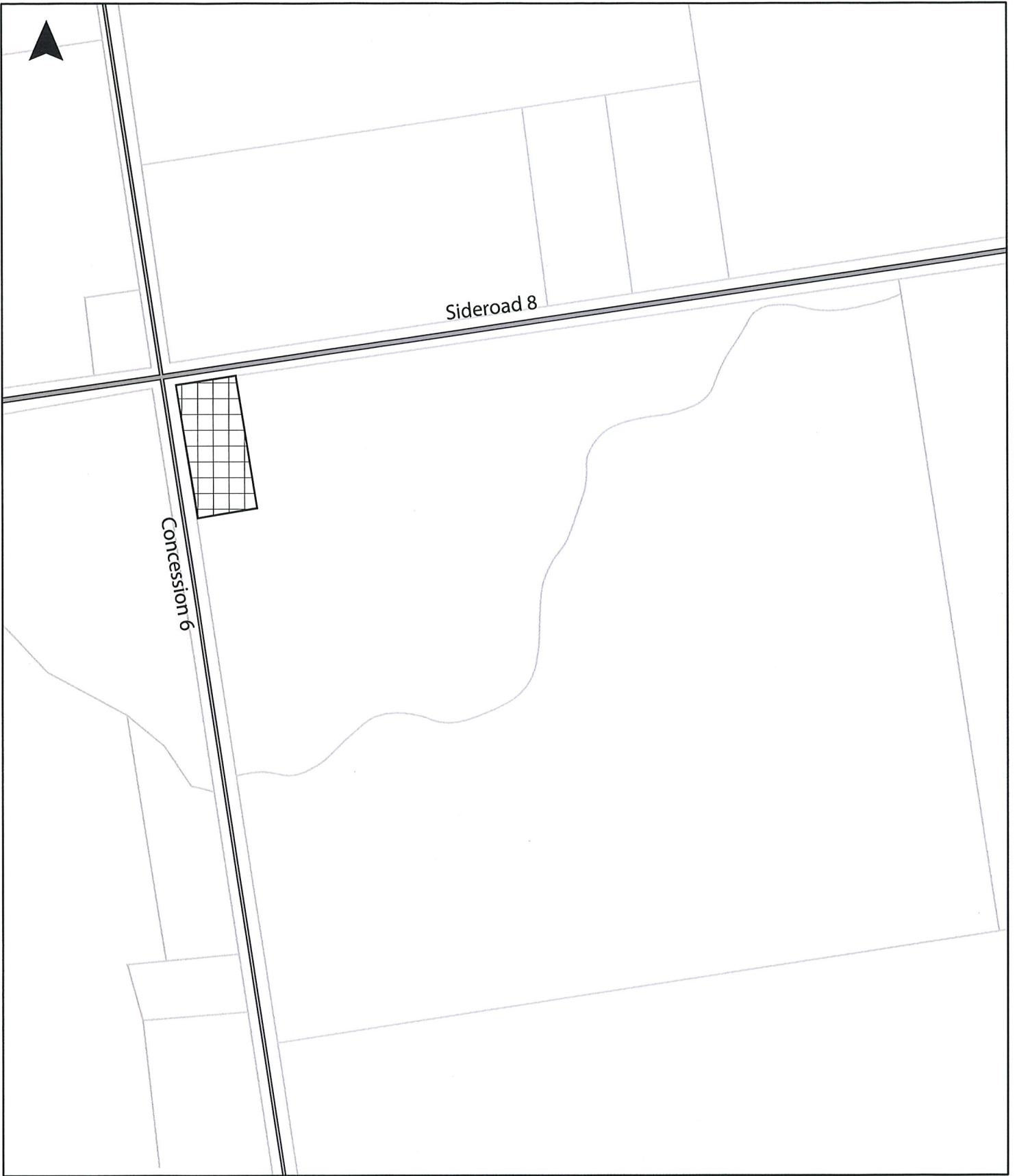
(l) Minimum lot frontage: 80 metres
3. This By-law shall come into force and take effect upon being passed by Council subject to any approval necessary pursuant to the Planning Act, R.S.O. 1990, as amended.

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



**Schedule A
Draft Zoning By-law Amendment
175439 Concession Road
Township of Chatsworth**



Lands to be rezoned from Rural (A1) to Rural Residential Site Specific Exception (R1-XX)



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P.O. Box 246, STN MAIN
Collingwood, Ontario
L9Y 3Z5

705.446.1168
kristine@loftplanning.com
loftplanning.com

November 7, 2023

Mr. Ron Davidson
Planner, Township of Chatsworth
316837 Highway 6
Chatsworth, Ontario
NOH 1G0

Dear Mr. Davidson:

RE: Addendum Letter
175349 Concession Road 6, Township of Chatsworth
CON 5 N PT LOT 25
420432000230900
File: GOD-75523-220 (GODSMARK, LORI)

We act as planners on behalf of Lori Godsmark and Bruce Godsmark, in relation to a proposed Consent and Zoning By-law Amendment submission on the aforementioned lands. The proposal will create a severed lot having a lot area of 1.2 hectares and a retained lot having a lot area of 11.8 hectares. The proposed Zoning By-law Amendment will implement the consent.

Please accept this correspondence as an addendum to our Planning Justification Letter dated October 27, 2023. Based on your email of November 5, 2023, we provide the following additional information:

1. Attached please find an amended/updated **Consent Sketch** (Figure 1) as per municipal comments.
2. We appreciate the information related to the fact that the municipality utilizes an **A1-site specific zone** versus the Residential (R1) zone. We have no comments or concerns with the use of the A1-site specific zone.
3. With regard to **Natural Heritage** comments:
The lands are designated Rural and Hazard Lands in the County of Grey Official Plan (Schedule A – Map 3). Appendix B (Map 3) identifies the lands as containing Watercourse, (adjacent to) Significant Woodlands and Significant Valleylands. It appears the Valleylands mapping represents the adjacent lands to the Watercourse. We would note that within the County of Grey Official Plan – Adjacent Lands (defined term) requires 120 m adjacent lands from Fish Habitat, Significant Woodlands and Significant Valleylands. The severed lands would be outside of the 120 m adjacent lands to the Watercourse and Valleylands mapping. The rear lot line of the proposed severed parcel is approximately 210 m from the identified watercourse.

With respect to the Woodlands mapping located on the lands west of Concession Road 6 (175364 CONCESSION ROAD 6). The lands identified as Woodlands are well treed lands and are separated from the subject lands by Concession Road 6 and the existing house on the adjacent lands. The subject lands are



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P.O. Box 246, STN MAIN
Collingwood, Ontario
L9Y 3Z5

705.446.1168
kristine@loftplanning.com
loftplanning.com

generally rural lands with little treed lands. We would note the Adjacent Lands to Woodlands is defined as 120 m. We have reviewed the Woodlands policies as follows:

S7.4.1 1) 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.

The subject lands are designated and zoned Rural and are rural lands with very limited treed areas that would be located outside of the building envelope available (northwest corner). The subject lands are separated from the Woodlands mapping by an existing house (in part) and a road allowance. The adjacent lands are also regulated by the SVCA; however, the severed lands are outside of the regulated area.

S7.4.1 4) Fragmentation of significant woodlands is generally discouraged.

The severed lands are separated from the Woodlands and do not create fragmentation – or a “hole” within a pocket of Woodlands.

In our opinion there would be no benefit to an Environmental Impact Study being completed. The lands are rural lands with little treed areas (only in northwest corner close to property line). The land is not regulated. And today, the current owner could obtain a building permit with no Permit or EIS Study. In our opinion, an EIS serves limited benefit, and is a costly and time-consuming technical study that could be considered unnecessary and onerous.



LOFT PLANNING

P.O. Box 246, STN MAIN
Collingwood, Ontario
L9Y 3Z5

705.446.1168
kristine@loftplanning.com
loftplanning.com



Figure 1 - Aerial from Side Road 8 – Looking south onto Severed Lands

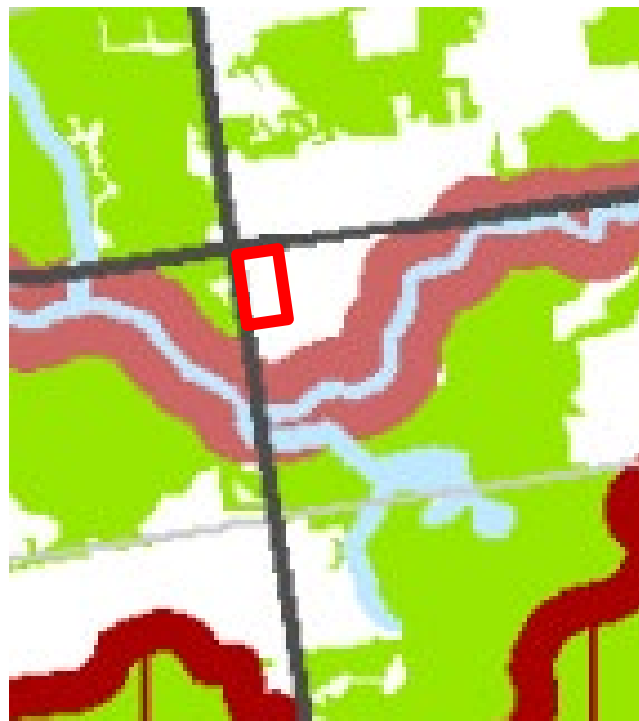


Figure 2 - Official Plan - Appendix A Map 3



LOFT PLANNING

P.O. Box 246, STN MAIN
Collingwood, Ontario
L9Y 3Z5

705.446.1168
kristine@loftplanning.com
loftplanning.com



Figure 3 - County GIS - SVCA Regulatory Area

This addendum planning letter has been prepared in support of applications for a Consent and Zoning By-law Amendment. It remains our opinion that the applications are in keeping with the Planning Act RSO 1990, are consistent with the Provincial Policy Statement, 2020, and conforms to the County of Grey Official Plan, and the Township of Chatsworth Zoning By-law 2015-61, as applied for. Furthermore, it is our opinion that the applications represent good land use planning.

We also understand that the municipality will process the consent application first, and if approved process the Zoning By-law Amendment request. As requested, we would ask the municipality to hold the Zoning By-law Amendment application in abeyance until such time as the consent is approved.

Respectfully Submitted,

LOFT PLANNING INC.

Kristine A. Loft, MCIP RPP
Principal

Figure 1 - Consent Sketch (Revised)



Figure 3
Consent Sketch
175429 Concession 6
Township of Chatsworth

- Severed Lands
- Retained Lands





Godsmark MDS

General information

Application date
Oct 26, 2023

Municipal file number

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

Applicant contact information
Lori Godsmark
175349 Concession Road 6
Township of Chatsworth, ON
N0H 1K0
lori@godsmark@gmail.com

Location of subject lands
County of Grey
Township of Chatsworth
SULLIVAN
Concession 5, Lot 25
Roll number: 420432000230900

Calculations

602299 SIDEROAD 8

Farm contact information ⓘ
ON

Location of existing livestock facility or anaerobic digester
County of Grey
Township of Chatsworth
SULLIVAN
Concession 5, Lot 24
Roll number: 4204320002304190

Total lot size
6.5 ha

Livestock/manure summary

Manure Form	Type of livestock/manure	Existing maximum number	Existing maximum number (NU)	Estimated livestock barn area
Solid	Unoccupied Livestock Barn	270 m ²	13.5 NU	270 m ²



Unoccupied Barn or Unused Storage (602299 SIDEROAD 8)

The calculated setback is based on assumptions for an unoccupied barn or unused storage that may not reflect the actual design capacity.

Setback summary

Existing manure storage	- Not Specified -		
Design capacity	13.5 NU		
Potential design capacity	27 NU		
Factor A (odour potential)	1	Factor B (design capacity)	214
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)			165 m (541 ft)
Actual distance from livestock barn			185 m (607 ft)
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

Claire de Souza
Loft Planning Inc.
25 Maple Street
Collingwood, ON
L9Y 2P7
705-446-1168
claire@loftplanning.com

Signature of preparer

Claire de Souza

Claire de Souza , Junior Planner

10-26-2023

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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Figure 4
MDS Arcs
175439 Concession 6
Township of Chatsworth

 Subject Lands



LOFT PLANNING

October 26, 2023

**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, February 7, 2024 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.: Z12/2023

Owner: Lori and Bruce Godsmark

Legal Description: Part Lot 25, Concession 5
Geographic Township of Sullivan, Township of Chatsworth

Address: 175349 Concession 6

Assessment Roll No: 42-04-320-002-30900

Purpose: To fulfill a condition of a recently-approved severance by reducing the minimum lot area and frontage requirements of the 'A1' zone for the severed parcel and by reducing the minimum lot area requirement of the 'A1' zone for the retained parcel.

The lands subject to rezoning are designated 'Rural' and 'Hazard Lands' 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. 134.

DATED this 4th day of January, 2024

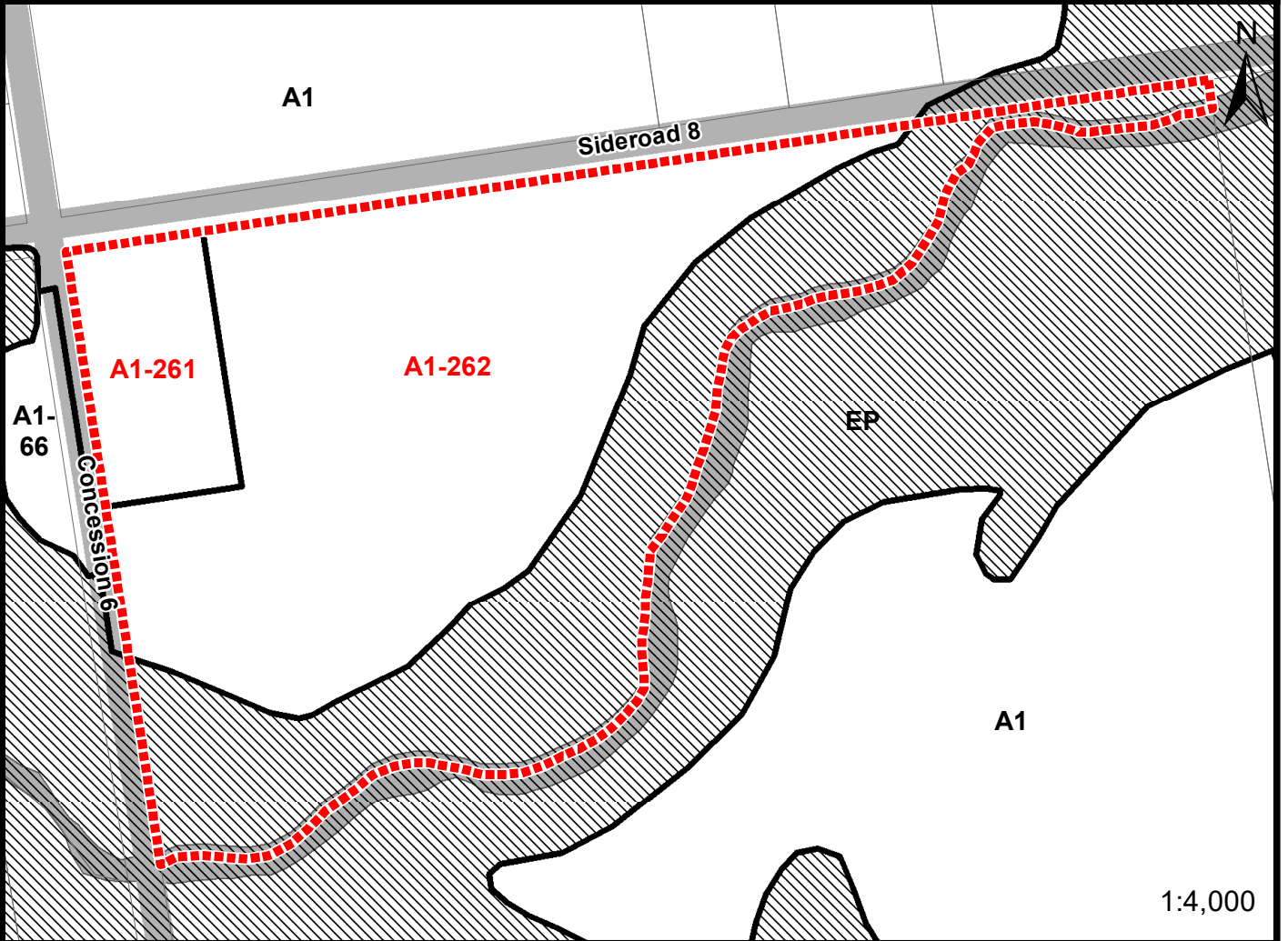
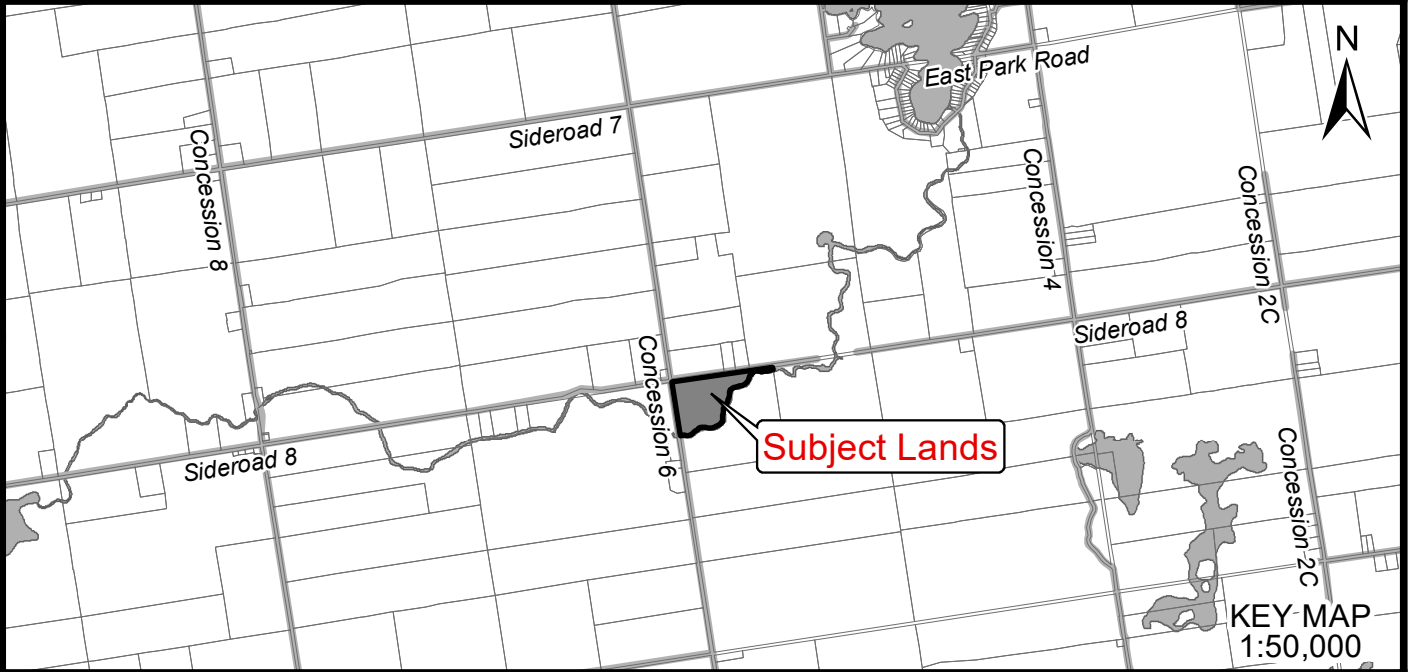
Tyler Zamosny, Deputy Clerk
Township of Chatsworth
316837 Highway 6
R.R. #1 CHATSWORTH, Ontario
N0H 1G0
Tel. (519) 794-3232 Ext. 134

Fax (519) 794-4499

TOWNSHIP OF CHATSWORTH

ZBA Z12/2023

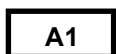
SCHEDULE A



LEGEND



Subject Lands



Rural



Environmental Protection

Aerial GIS Photo of Subject Property – Z12/2023



SENT ELECTRONICALLY ONLY (Tyler.Zamostny@chatsworth.ca)

December 22, 2023

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

Attention: Tyler Zamostny, Deputy Clerk

RE: Z12-2023 and B13-2023
175349 Concession 6
Part Lot 25, Concession 5
Roll No.: 420432000230900
Geographic Township of Sullivan
Township of Chatsworth

Saugeen Valley Conservation Authority (SVCA) staff has reviewed the above-noted applications 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 Township of Chatsworth representing natural hazards. The applications have 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 applications 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 applications are to sever a 1.2 hectare vacant lot and retain an 11.8 hectare lot containing the existing house and accessory buildings.

Recommendation

SVCA staff find the applications to be generally acceptable. We elaborate in the following paragraphs.

Delegated Responsibility and Advisory Comments -Natural Hazards

SVCA natural hazard feature mapping shows that the subject property is affected by the North Saugeen River and a tributary of the North Saugeen River, its related floodplain, valley slopes, and any wetlands/swamps.

These natural hazard features are shown in the County of Grey OP as Hazard Lands and the Township Chatsworth Zoning By-law 2015-61 as EP zone, which is appropriate. It is the opinion of SVCA staff that the County and Township Hazard Land and EP zone mapping generally coincides with SVCA mapping.

The parcel to be severed does not contain any Hazard Land area or EP zone.

Provincial Policy Statement (PPS, 2020) Natural Hazard Policies– Section 3.1

Section 3.1.1 of the PPS, 2020 states, in general, that development shall be directed to areas outside of hazardous lands (flooding hazards, erosion hazards, dynamic beach hazards), and hazardous sites (organic soils, leda clay, unstable bedrock). It is the opinion of SVCA staff that the applications conform to section 3.1 of the PPS.

County of Grey Official Plan (OP) Policies

Section 7.2 of the County OP, in general, does not permit development and site alteration in hazard lands, except for uses connected with conservation of water, soil, wildlife and other natural resources and only where site conditions are suitable and where the hazard impacts have been reviewed. It is the opinion of SVCA staff that the applications conform to the natural hazard policies of 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.

Statutory Comments

SVCA staff has reviewed the applications 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 large part of the property is within the SVCA Approximate Screening Area associated with Ontario Regulation 169/06. As such, development and/or site alteration within this area may require the 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 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 Mapping Tool: <https://www.saugeenconservation.ca/en/permits-and-planning/maps-and-gis.aspx>. For the property, the SVCA Approximate Screening Area includes the natural hazard features noted above and an offset distance outwards from those features of the larger of 15 metres outwards from a floodplain and/or 30 metres outwards from a wetland/swamp edge.

SVCA Permission for Development or Alteration

If development is proposed within the SVCA Approximate Screening Area please contact this office, as permission may be required prior to development occurring.

Please note, this letter is not permission for development within an SVCA Regulated Area.

Summary

SVCA staff have reviewed this applications in accordance with our MOA with the Township, and as per our mandated responsibilities for natural hazard management, including our regulatory role under the *Conservation Authorities Act*. SVCA staff find the application to be acceptable.

Given the above comments, it is the opinion of the SVCA staff that:

- 1) Consistency with Section 3.1, Natural Hazard policies of the PPS has been demonstrated.
- 2) Consistency with local planning policies for natural hazards has been demonstrated.

Please inform this office of any decision made by the County/Township with regard to the applications. 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 at m.oberle@svca.on.ca.

Sincerely,

Michael Oberle
Environmental Planning Coordinator
Saugeen Valley Conservation Authority

Township of Chatsworth

Z12-2023 and B13-2023

December 22, 2023

Page 4 of 4

MO/

cc: Loft Planning, agent (via email)
Peter Whitten, Authority Director, SVCA (via email)
Karl Schipprack, CBO, Township of Chatsworth (via email)
Ron Davidson, Planner, Township of Chatsworth (via email)

From: Mike Givens <mike.givens@chatsworth.ca>
Sent: Thursday, January 4, 2024 9:12 AM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: Re: Chatsworth Zone Amendment: File #Z12/2023, Lori and Bruce Godsmark, 175349 Concession 6

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: Thursday, January 4, 2024 9:00 AM
Subject: Chatsworth Zone Amendment: File #Z12/2023, Lori and Bruce Godsmark, 175349 Concession 6

Good morning:

Re: File: Z12/2023
Legal: Part Lot 25, Concession 5, Geographic Township of Sullivan, Township of Chatsworth
Civic: 175349 Concession 6

You will find attached the following items:

- Submitted Application - Redacted - Revised Nov 30, 2023
- Notice of Public Meeting Z12/2023
- Planning Justification Letter – Loft Planning October 27, 2023
- Planning Justification Addendum Letter – Loft Planning November 7, 2023
- Z12 MDS Calculation Report

Should you have any comments for the public record they would be appreciated by:
Wednesday, January 31, 2024.

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

Best regards,
Tyler Zamostny

From: Paul Dowber <Paul.Dowber@chatsworth.ca>
Sent: Thursday, January 4, 2024 9:27 AM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: RE: Chatsworth Zone Amendment: File #Z12/2023, Lori and Bruce Godsmark, 175349 Concession 6

Hi Tyler,

Finance has no issues 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: Thursday, January 4, 2024 9:00 AM
Subject: Chatsworth Zone Amendment: File #Z12/2023, Lori and Bruce Godsmark, 175349 Concession 6

Good morning:

Re: File: Z12/2023
Legal: Part Lot 25, Concession 5, Geographic Township of Sullivan, Township of Chatsworth
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Should you have any comments for the public record they would be appreciated by:
Wednesday, January 31, 2024.

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

Best regards,
Tyler Zamostny

From: Jamie Edwards <jamie.edwards@chatsworth.ca>
Sent: Thursday, January 4, 2024 5:28 PM
To: Tyler Zamosny <tyler.zamosny@chatsworth.ca>
Subject: Re: Chatsworth Zone Amendment: File #Z12/2023, Lori and Bruce Godsmark, 175349 Concession 6

Public Works has no concerns regarding this application

Jamie Edwards
Operations Manager
Township of Chatsworth

On Jan 4, 2024, at 9:00 AM, Tyler Zamosny <tyler.zamosny@chatsworth.ca> wrote:

Good morning:

Re: File: Z12/2023
Legal: Part Lot 25, Concession 5, Geographic Township of Sullivan,
Township of Chatsworth
Civic: 175349 Concession 6

You will find attached the following items:

- Submitted Application - Redacted - Revised Nov 30, 2023
- Notice of Public Meeting Z12/2023
- Planning Justification Letter – Loft Planning October 27, 2023
- Planning Justification Addendum Letter – Loft Planning November 7, 2023
- Z12 MDS Calculation Report

Should you have any comments for the public record they would be appreciated by:
Wednesday, January 31, 2024.

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

Best regards,
Tyler Zamosny

From: Building <building@chatsworth.ca>
Sent: Tuesday, January 16, 2024 3:04 PM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: Re: Chatsworth Zone Amendment: File #Z12/2023, Lori and Bruce Godsmark, 175349 Concession 6

Building has no objections.

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: Thursday, January 4, 2024 9:00 AM
Subject: Chatsworth Zone Amendment: File #Z12/2023, Lori and Bruce Godsmark, 175349 Concession 6

Good morning:

Re: File: Z12/2023
Legal: Part Lot 25, Concession 5, Geographic Township of Sullivan, Township of Chatsworth
Civic: 175349 Concession 6

You will find attached the following items:

- Submitted Application - Redacted - Revised Nov 30, 2023
- Notice of Public Meeting Z12/2023
- Planning Justification Letter – Loft Planning October 27, 2023
- Planning Justification Addendum Letter – Loft Planning November 7, 2023
- Z12 MDS Calculation Report

Should you have any comments for the public record they would be appreciated by:
Wednesday, January 31, 2024.

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

January 18th, 2024

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

**RE: Zoning By-law Amendment Z12.2023
Part Lot 25, Concession 5 (175349 Concession 6)
Township of Chatsworth (Geographic Township of Sullivan)
Roll: 420432000230900
Owners: Lori and Bruce Godsmark
Agent: Kristine Loft**

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 fulfill a condition of a recently approved severance by reducing the minimum lot area and frontage requirements of the 'A1' zone for the severed parcel and by reducing the minimum lot area requirement of the 'A1' zone for the retained parcel.

County Planning Ecology staff have reviewed the subject application and have no concerns.

Provided our comments relating to severance application B13-2023 have been addressed; 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, appearing to read "Kristine Loft".

Page 2
January 18th, 2024

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

December 15th, 2023

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

**RE: Consent Application B13.2023
Part Lot 25, Concession 5 (175349 Concession 6)
Township of Chatsworth (Geographic Township of Sullivan)
Roll: 420432000230900
Owners: Lori and Bruce Godsmark
Agent: Kristine Loft**

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 1.2-hectare vacant lot and retain an 11.8-hectare lot containing the existing house and accessory buildings.

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 subject property is located on an approximately 80-hectare original township lot. The original township lot currently contains three 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; therefore, 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 for the retained lot and the severed lots.

Schedule A of the County OP indicates that the subject lands contain 'Hazard Lands'. The proposed severance is located outside of the Hazard Lands but is located near the boundaries of the Hazard Lands. Therefore, County Planning staff recommend receiving comments from the Conservation Authority.

Schedule C of the County OP indicates that the subject lands contain 'Linkage'. In addition, Appendix B of the County OP indicates that the subject lands contain and/or is adjacent to 'Significant Woodlands', 'Significant Wildlife Habitat', potential 'Habitat for Threatened and/or Endangered Species', 'Other Wetlands', 'Significant Valleylands', and 'Fish Habitat'. County Planning Ecology staff have reviewed the subject application and have a comment stating,

It is Grey County staffs understanding that the proposed lot creation will be located adjacent to the features. As such, it is Grey County Staffs opinion that the potential impact to natural heritage would be negligible and the requirements for an Environmental Impact Study (EIS) can be waived.

Further, it is Grey County Staffs understanding stormwater management infrastructure is not needed for the proposal.

In addition, it is Grey County Staffs understanding that the property does not contain protection areas that are subject to policies of the Source Water Protection Act. The property does however lie within an area designated as a significant groundwater recharge area that may influence highly vulnerable aquifers, as such, low-impact development/infrastructure is recommended.

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 positive comments are received from the Conservation Authority regarding the boundary of the Hazard Lands; County Planning staff have no concerns with the subject application.

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

Page 4
December 15th, 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, slightly slanted style.

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

From: Brendan Schlamp - GM BluePlan <Brendan.Schlamp@gmblueplan.ca>
Sent: Tuesday, January 30, 2024 3:58 PM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: RE: Chatsworth Zone Amendment: File #Z12/2023, Lori and Bruce Godsmark, 175349 Concession 6

Good afternoon Tyler,

Again, sorry for the last minute response.

The existing property is not tied to any Municipal Drains. Therefore, I have no comments for this file.

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
Sent: Thursday, January 4, 2024 9:00 AM
Subject: Chatsworth Zone Amendment: File #Z12/2023, Lori and Bruce Godsmark, 175349 Concession 6

Good morning:

Re: File: Z12/2023
Legal: Part Lot 25, Concession 5, Geographic Township of Sullivan, Township of Chatsworth
Civic: 175349 Concession 6

You will find attached the following items:

- Submitted Application - Redacted - Revised Nov 30, 2023
- Notice of Public Meeting Z12/2023
- Planning Justification Letter – Loft Planning October 27, 2023
- Planning Justification Addendum Letter – Loft Planning November 7, 2023
- Z12 MDS Calculation Report

Should you have any comments for the public record they would be appreciated by:
Wednesday, January 31, 2024.

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

Best regards,
Tyler Zamostny

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 25, Concession 5, Geographic Township of Sullivan, Township of Chatsworth, 175349 Concession 6, File #Z12/2023)

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 6 to Zoning By-law No. 2015-61 is hereby amended by changing the zone symbols affecting the lands described as Part Lot 25, Concession 5, Geographic Township of Sullivan, Township of Chatsworth from A1 to A1-261 and A1-262 as shown more particularly on Schedule A attached hereto.
2. Section 27 of By-law No. 2015-61 is hereby amended adding the following:
 - 27.261 **A1-261** Lands within the A1-261 zone shown on Schedule 6 and described as Part Lot 25, Concession 5, Geographic Township of Sullivan, Township of Chatsworth shall be used in accordance with the A1 zone provisions excepting however that:
 - (I) Minimum lot area: 1.2 hectares
 - (II) Minimum lot frontage: 80 metres
 - 27.262 **A1-262** Lands within the A1-262 zone shown on Schedule 6 and described as Part Lot 25, Concession 5, Geographic Township of Sullivan, Township of Chatsworth shall be used in accordance with the A1 zone provisions excepting however that:
 - (I) Minimum lot area: 11.5 hectares
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 _____, 2024.

READ a third time and finally passed this ____ day of _____, 2024.

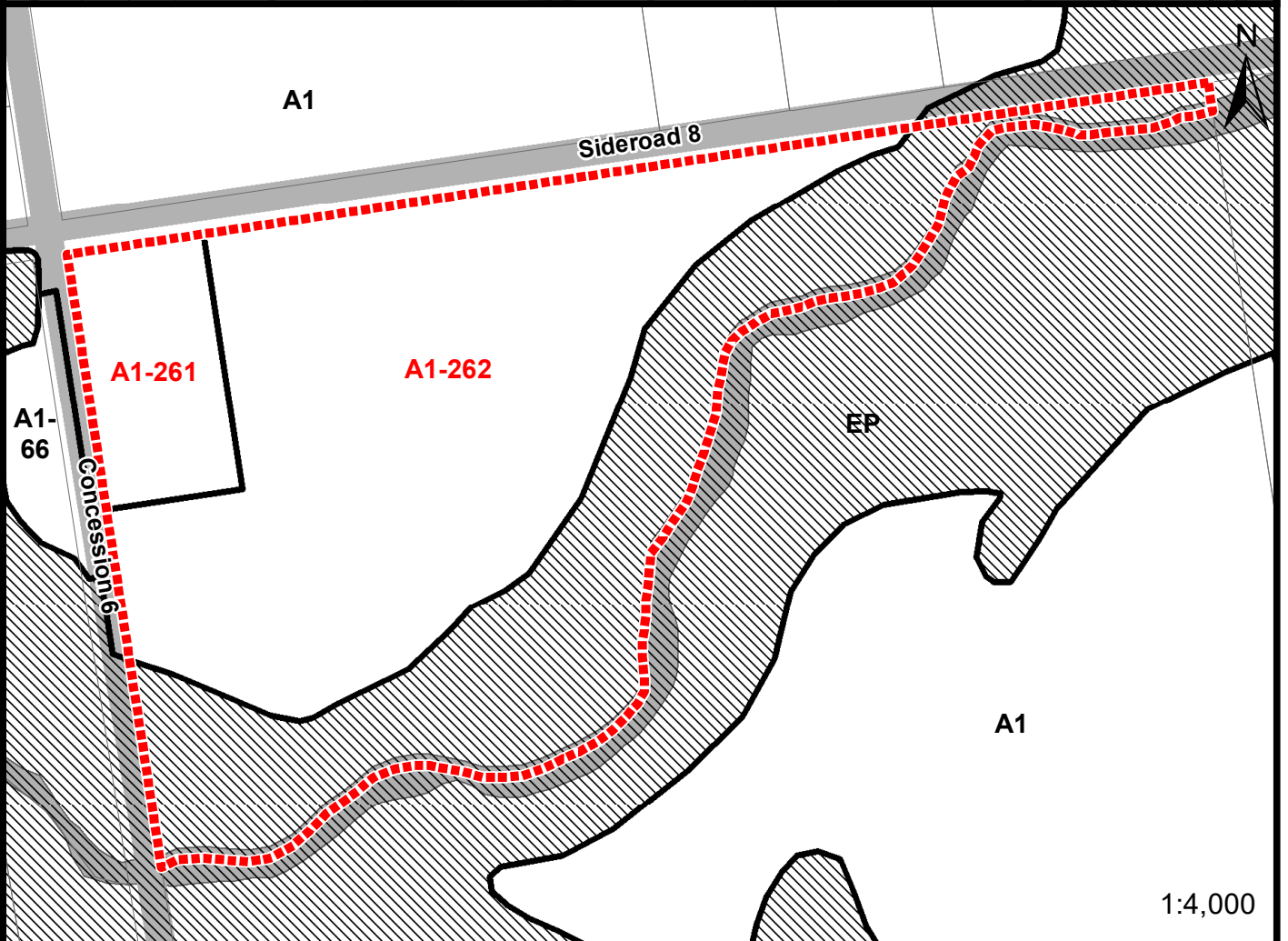
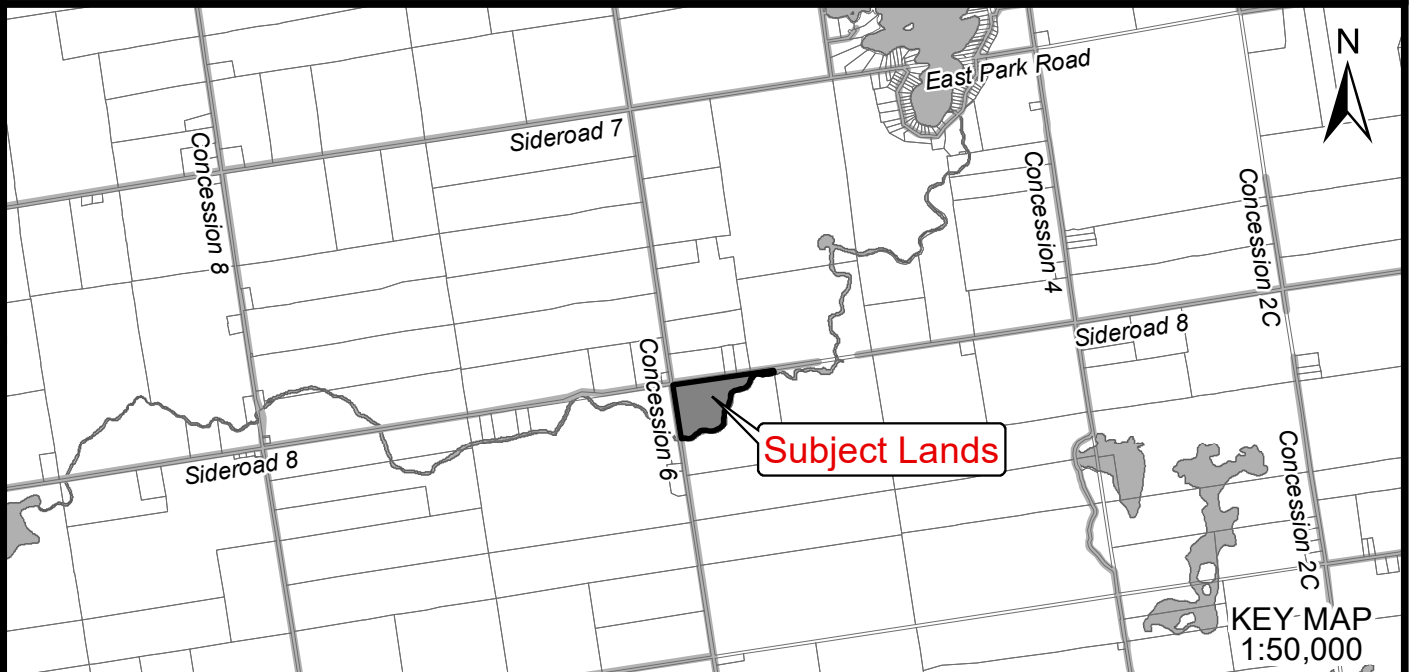
Scott Mackey, Mayor

Patty Sinnamon, CAO Clerk

TOWNSHIP OF CHATSWORTH

DRAFT BY-LAW Z12/2023


SCHEDULE A



LEGEND

 Subject Lands

 A1 Rural

 EP Environmental Protection

1. Applicant Information

2. Subject Property

Municipal Address (if applicable) 740028 Sideroad 10, Chatsworth, ON N0H 1G0

Assessment Roll Number 420436000120300 & 420436000503700

Former Municipality: Village of Chatsworth Holland Township Sullivan Township

Lot 11 / 11 Concession 1 / 2 Registered Plan No. _____

Lot 15 / 12 Reference Plan SWTSR

CON 2 SWTSR PT LOT 11 TO PT; LOT 15 & CON 1 SWTSR LOT 11 TO 12

3. Dimensions of subject property (in metric) *See plans attached to this application form*

Area: _____ metres Frontage: _____ metres Depth: _____ 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.**

There is a right-of-way separating the Retained and Severance Areas, namely Countryside Dr, which provides access to residents at Williams Lake. There is also a right-of-way along a section of the southern boundary of the Retained Area, also providing access to residents along Williams Lake. *See plans attached to this application form.*

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

6. What is the purpose of this Consent Application?

New lot	<u>X</u>	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):** The section of the property that is located north of Countryside Dr will be severed, creating a parcel of approx. 39.57 hectares.

Residential

Non-residential

9. **Provide a description of the proposed lots** (in metric units) *See plans attached to this application form*

	Severed Parcel	Retained Parcel
Frontage (metres)	±277.7 m on Highway 10	±227 m on Concession 2
Depth (metres)	±1006.5 m	±904.4 m (irregular)
Area (square metres or hectares)	±39.6 ha	±52.5 ha
Current Use	Agriculture and forested	Agriculture with residence, forested
Proposed Use	No change	No change

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)	None	None	Private well	Private well
Sewer Servicing (Communal, Private Septic)	None	None	Private septic	Private septic
Storm Servicing (Storm Sewer, Ditches, Swales)	Ditches	Ditches	Ditches	Ditches

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				front 1.5 storeys	
Existing Building No. 1	House	143.5	183	1 storey further	6.76
Existing Building No. 2	Shop / Garage	223	223	1	4.57
Existing Building No. 3	Barn/ Storage	332	664	2	11.58
Existing Building No. 4	-	-	-	-	-
Proposed Building No. 1	-	-	-	-	-
Proposed Building No. 2	-	-	-	-	-
Proposed Building No. 3	-	-	-	-	-

13. What is the land use designation of the subject lands according to the County of Grey Official Plan? Agricultural, Rural, Provincially Significant Wetlands, Hazard Lands

See Figure 2 in the Planning Justification Report

14. What is the zoning of the subject lands according to the Township of Chatsworth Comprehensive Zoning By-law? A2 (Restricted Rural), EP (Environmental Protection) &

W (Wetlands Protection) See plans attached to this application form

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? N/A

Yes No

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

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:

The County of Grey and the Township of Chatsworth

20. List the titles of any supporting documents submitted with this Application:

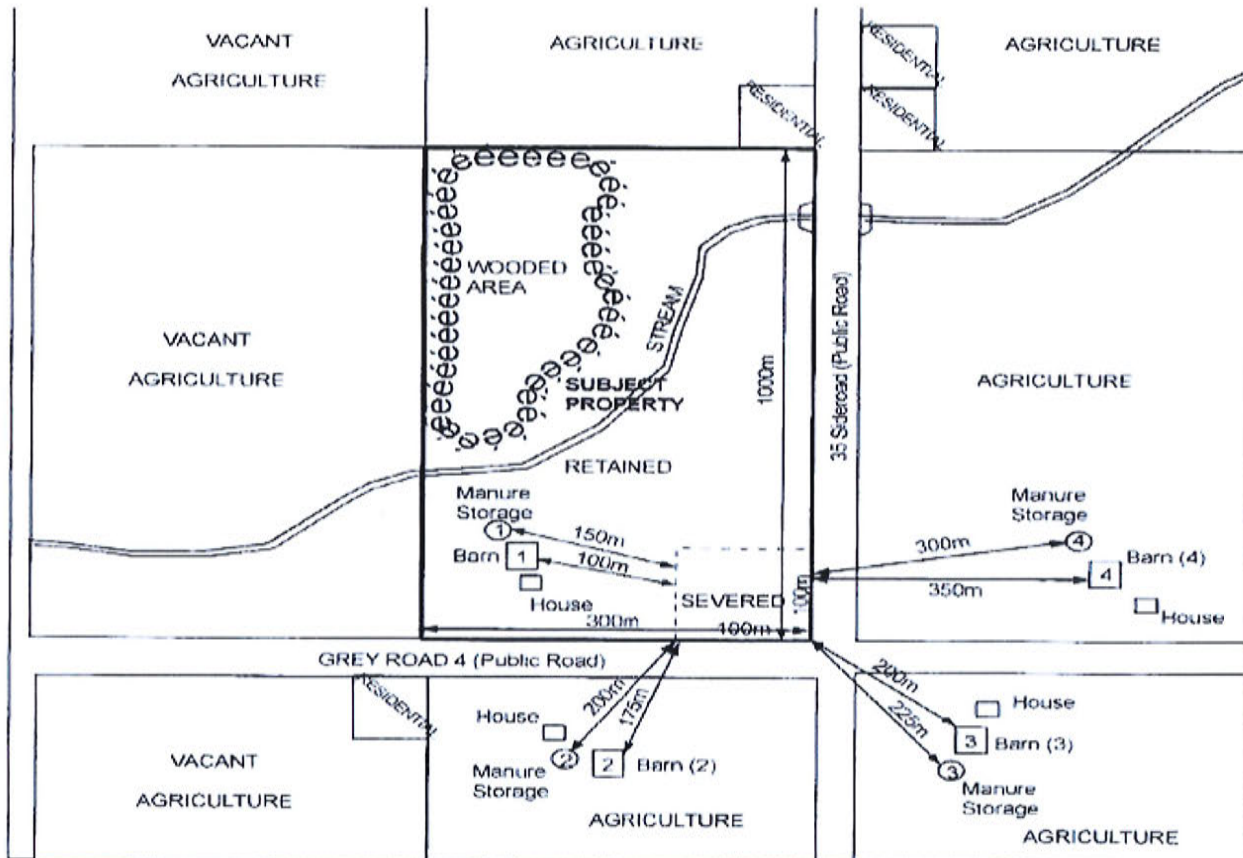
(ie Planning Report, Environmental Impact Study, Storm Water Management Report, etc.)
No additional technical studies were requested during the pre-submission consultation process.

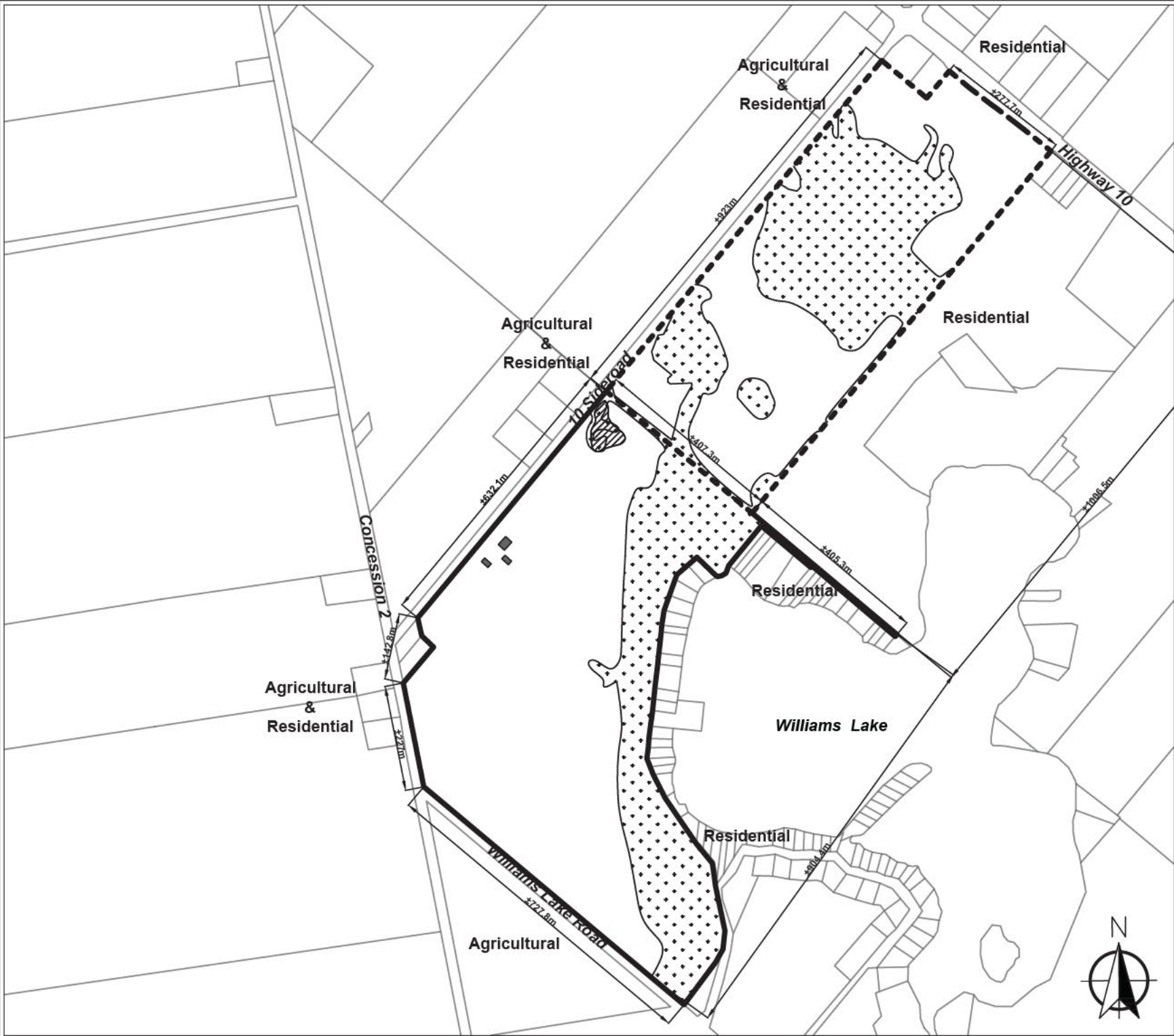
21. Required Drawing

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





Site Plan

740028 10 SIDEROADCON
 CON 2 SWTSR PT LOT 11 TO PT; LOT 15
 CON 1 SWTSR LOT 11 TO 12
 Township of Chatsworth
 (Formerly Holland Township)
 Grey County

Legend

-  Area to be Severed (±39.6 ha)
-  Area to be Retained (±52.5 ha)
-  Property Boundaries
-  Woodlands
-  Wetland
-  Existing Structures

* measurements are approximate

Cuesta PLANNING CONSULTANTS INC.
 Urban and Rural Planning and Resource Management

978 First Avenue West (519) 372-9750 e-mail: cuesta@cuestaplanning.com
 Owen Sound, Ontario Fax: (519) 372-9953
 N4K 4K5 1-800-653-7692

Dwn. By:	Date Printed:
V.Muhunthan	January 2, 2024
File:	Project Name:
x23031	Moran 75



PLANNING JUSTIFICATION REPORT

APPLICATION FOR CONSENT TO SEVER

SUBJECT PROPERTY:

CON 2 SWTSR PT LOT 11 TO PT; LOT 15; & CON 1 SWTSR LOT 11 TO 12 (merged)

Town of Chatsworth, County of Grey



NOVEMBER 2023

Prepared by:



Address: 978 First Avenue West Owen
Sound, ON N4K 4K5

Tel: 519-372-9790

Fax: 519-372-9953

Email: cuesta@cuestaplanning.com

Prepared for:

Brad and Sue Moran
740028 Sideroad 10
RR 1 Chatsworth
ON N0H 1G0

File No. 23031

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- [Appendix B: MDS I Calculations](#)
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2.0 BACKGROUND AND CONTEXT

1.1 Purpose of Report

Cuesta Planning Consultants Inc. (CPC) has been retained by the landowners, Bradley Francis & Susan Jean Moran, to prepare, submit and facilitate the processing of an application for Consent to Sever, on their behalf. The said application is focussed on the following land unit:

- ❖ CON 2 SWTSR PT LOT 11 TO PT; LOT 15; & CON 1 SWTSR LOT 11 TO 12 (*merged*)

This report provides a complete description of the relevant land parcel, the utilisation of the land, as well as surrounding land uses, all as the status quo baseline to the proposal. The said proposal will be evaluated in relation to the relevant land use policies, including:

- ❖ The Provincial Policy Statement (PPS)
- ❖ The County of Grey Official Plan (Recolour Grey)
- ❖ The Township of Chatsworth Comprehensive Zoning By-Law, 2015-61

This application, the accompanying planning justification report and related materials are intended to meet the provisions and satisfy the requirements of Sections 51 (1) & (2) of the Planning Act, regarding the submission of complete applications of this nature, for consideration and decision-making by the relevant planning authority.

1.2 Background and Description of the Proposal

The subject properties, CON 2 SWTSR PT LOT 11 TO PT; LOT 15; & CON 1 SWTSR LOT 11 TO 12, have merged on title and are presently zoned as A1 (Rural), A2 (Restricted Rural), EP (Environmental Protection) and W (Wetlands Protection). The existing land uses on the property includes cash crop (approximately 40.5 hectares) and there is an existing farm residence with associated outbuildings. The subject property was initially two separate land units and the landowner, upon purchasing this land, was under the impression that it was still two separate properties, unfortunately this was not the case as the two properties had been merged. It is the intention of the landowners to:

- ❖ Obtain Consent to Sever the merged property (CON 2 SWTSR PT LOT 11 TO PT; LOT 15; & CON 1 SWTSR LOT 11 TO 12) into 2 (two) separate land portions, which will result in the following:
 - a) Retained Area - approximately 52.54 hectares; and
 - b) Severance Area - 39.56 hectares.

Both the Severance Area and the Retained Area will remain unchanged in terms of zoning and land use. Figure 1 of this report portrays the proposed severance.

1.3 Location, Access, Description of Subject Lands and Surrounding Uses

The subject property is described as CON 2 SWTSR PT LOT 11 TO PT; LOT 15; & CON 1 SWTSR LOT 11 TO 12 (*merged*). The property address is 740028, Sideroad 10 and it has one permitted access from 10 Sideroad, where the existing residence is located. The proposed Severance Area would require permission for a separate access, should this application be successful. Plan 3 as appended to the application form (Appendix A) shows the proposed access location along 10 Sideroad. The landowners indicated that this access proposal to the Severance Area have been preliminarily discussed with the road's superintendent of the Town of Chatsworth.

The property covers an approximate area of 92.1 hectares and is located approximately 8.2km south-east of The Village of Chatsworth. As previously mentioned, there is an existing farmhouse on the subject property as well as associated outbuildings. The farm is used for cash crop farming purposes and no change in land use or additional development is planned on either the proposed Retained or Severance Areas. Two existing residences, one of which will be demolished and rebuilt, as well as farming related outbuildings such as barns, sheds and a silo.

The subject property contains sections of protected wetlands and significant woodlands; these areas will not be impacted by this severance proposal.

The land surrounding the subject property has varying characters, including significant woodlands and protected wetlands. The actual land uses surrounding the subject property includes:

- ❖ **North:** Directly to the north of the subject property several non-farm residential land uses are located.
- ❖ **South:** Directly to the south of the subject property the lands are used for farming purposes.
- ❖ **East:** Directly to the east of the subject property Williams Lake is located along with seasonal residential land uses. Towards the northeast there is some farming practices, as well as a school.
- ❖ **West:** Directly to the west of the subject property the land is used for farming purposes.

The impact of the proposed Severance is not anticipated to have any detrimental effect on surrounding land uses as the existing land use practices will remain unchanged.

See **Figure 2** on the following pages for the **Location Map** of the subject property.



Figure 1: Proposed Severance



Figure 2: Property Location

1.4 Pre-Submission Consultation and Approvals Required

The client contacted our office in relation to this development proposal, at which time a preliminary assessment was completed. This assessment proved that there was merit to the proposal and thereafter the required pre-submission consultation process initiated with Township of Chatsworth and County of Grey staff.

During the said pre-submission consultation discussions the following components were identified as requirements as part of a complete application for this severance proposal:

1. Planning Justification Report
2. Completed Consent application form *(see Appendix A)*
3. Plans as required in Section 21 of the Application Form *(Appended to the Application Form)*
4. MDS I Calculations *(see Appendix B)*
5. Signed Retainer *(see Appendix C)*
6. Payment of application fees *(provided upon submission)*

Based on the results of the consultation and a brief review of the applicable land use policy, the following approvals are required.

Table 1: Approvals Required

Application	Approval Authority
1. Consent to sever is required to cadastrally divide the subject property into two separate land portions.	Township of Chatsworth

3.0 LAND USE POLICY CONSIDERATIONS

As stated under Section 3 of the Planning Act, all decisions by any authority that affects a land use planning matter, shall be consistent with the Provincial Policy Statement (PPS). On May 1, 2020, the Province of Ontario implemented an updated Provincial Policy Statement. Any decisions made, on or after this date, are to be consistent with the 2020 PPS. The following analysis will evaluate the proposal against applicable PPS policy. In addition to the Provincial Policy Statement (PPS), the County of Grey Official Plan (Recolour Grey) and the Township of Chatsworth Comprehensive Zoning By-Law 2015-61, provide land use policy applicable to the proposal.

2.1 Provincial Policy Statement, 2020

Any land use decision must be assessed against the applicable provisions of the PPS. Although the PPS is to be read in its entirety, the following provisions are the most applicable to the consideration of the proposal. The evaluation of the land use policy is shown in italics.

Table 2: Provincial Policy Statement Evaluation

POLICY EVALUATION
<p>1.0 Building Strong Healthy Communities</p> <p>1.1.5 Rural Lands in Municipalities</p> <p>1.1.5.2 On rural lands located in municipalities, permitted uses are:</p> <p>d) agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices, in accordance with provincial standards;</p> <p>1.1.5.5 Development shall be appropriate to the infrastructure which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this infrastructure.</p> <p>1.1.5.8 New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the minimum distance separation formulae.</p> <p>1.6 Sewage, Water and Stormwater</p> <p>1.6.6.4 Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not available, planned or feasible, individual on-site sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts. In settlement areas, individual on-site sewage services and individual on-site water services may be used for infilling and minor rounding out of existing development.</p>

At the time of the official plan review or update, planning authorities should assess the long-term impacts of individual on-site sewage services and individual on-site water services on the environmental health and the character of rural settlement areas. Where planning is conducted by an upper-tier municipality, the upper-tier municipality should work with lower-tier municipalities at the time of the official plan review or update to assess the long-term impacts of individual on-site sewage services and individual on-site water services on the environmental health and the desired character of rural settlement areas and the feasibility of other forms of servicing set out in policies 1.6.6.2 and 1.6.6.3.

2.0 Wise Use and Management of Resources

2.1 Natural Heritage

2.1.1 Natural features and areas shall be protected for the long term.

2.1.2 The diversity and connectivity of natural features in an area, and the long-term ecological function and biodiversity of natural heritage systems, should be maintained, restored or, where possible, improved, recognizing linkages between and among natural heritage features and areas, surface water features and ground water features.

2.1.5 Development and site alteration shall not be permitted in:

b) significant woodlands in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River)1;

2.3.4 Lot Creation and Lot Adjustments

2.3.4.1 Lot creation in prime agricultural areas is discouraged and may only be permitted for:

a) agricultural uses, provided that the lots are of a size appropriate for the type of agricultural use(s) common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations;

- The proposed Severance and Retained Areas are supported by the PPS, per permitted uses on rural lands, which in the case of this proposal is agricultural uses.
- The MDS I calculations were completed and are attached as Appendix B to this submission. In terms of the calculation setback requirements, no problems were encountered.
- This application does not entail any additional development or change in land use on either the Retained or Severed Areas. Furthermore, the existing residence, that is located on the Retained area, has access to a year-round municipal road (see Plan 3 as appended to Appendix A) and no extension of infrastructure is required.

- The PPS requirement in terms of the hectare area of the proposed Severance area (39.56 hectares) meets the minimum requirements for severance related to agricultural land uses.
- The subject property is, in part, covered by Protected Wetlands and Woodlands. The proposed severance will not impact these areas and no development is planned on either the Retained or Severance Areas. To demonstrate that possible future building envelope establishment on the proposed Severance Area will not be an issue a few potential future building envelopes have been indicated with a 30m buffer are in relation to any adjacent wetlands or woodlands, on **Figure 4** on the next page, as attached to the Application form (**Appendix A**). Please that these indications are only examples and are not part of the actual scope of this submission.

The provincial policy statement furthermore emphasises the importance of county/ municipal official plans and zoning by-laws as vehicles for the implementation of the PPS. The following sections of this report will provide a review of these plans and bylaws and their relationship to the PPS.

2.2 County of Grey Official Plan (Recolour Grey), CGOP

Schedule A of the CGOP indicated that the subject property land uses consist of Agricultural, Rural, Hazard Lands and Provincially Significant Wetlands (**Figure 3**). The Agricultural designation of the area to be retained contains most of the cash crop area. The following policy analysis includes recent modifications to the county official plan.

Table 3: County of Grey Official Plan Evaluation (Recolour Grey)

POLICY EVALUATION
<p>*OPI 11 Modifications</p> <p>5 CULTIVATE GREY</p> <p>5.2 Agricultural Land Use Type</p> <p>5.2.2 Agricultural Development Policies</p> <p>2) In the Agricultural land use type, newly created farm lots should generally be 40 hectares (100 acres) in size, in order to reduce the breakup of farmland. New lot creation shall be in accordance with section 5.2.3 of the Plan.</p> <p>5) 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.</p>

d) MDS I is not required for agricultural-related uses, or for the severance of an existing agricultural-related use.

5.4 Rural Land Use Type

The predominant land uses within the *Rural land use type* will be agriculture, aggregate extraction, recreation, and forestry. While this *land use type* will continue to protect the existing farming operations and maintain the visual appearance of a rural landscape, the Rural areas will permit the consideration of *resource based recreational uses* and other appropriate rural land uses so long as they do not impact agriculture, forestry, aggregate extraction, or the natural environment.

Outside of *settlement areas*, the *Rural land use type* offers flexibility for lot creation (both *agricultural* and non-agricultural), *economic development*, tourism, residential, and *recreation*. A wider range of lot sizes and accommodations are provided in the *Rural land use type*, than in other *countryside land use types*. While there is greater flexibility in the *Rural land use type*, farming and resource uses are still to be given priority for protection.

5.4.3 Consent Policies

1) 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 or the original Township lot. **In considering whether to pro-rate up or down, the land area must be within 15% of the required maximum to be pro-rated up, otherwise it will be pro-rated down e.g. an original township lot size of 50 hectares would be pro-rated down to 40 hectares; however an original township lot of 58 hectares would be pro-rated up to 60 hectares.** 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 where **or a lot is being created for public service facilities or infrastructure"**

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

The maximum lot density as outlined in Table 7 is intended to be the maximum permitted. Local municipalities through their local official plans can be more restrictive than the County Official Plan as it applies to the maximum lot density in the Rural Land Use Type without causing a conflict to the County Official Plan. 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.

5.6.2 Aggregate Resources Area Policies

1) 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.

10) Consents to sever an existing Mineral Resource Extraction *land use type* from a *non-farm sized lot* (i.e. the severed or retained lot will be less than 20 hectares) will not be permitted.

- The areas of the Severed and Retained sections will be approximately 52.52 hectares and 39.56 hectares and both areas are and will continue to be used for agricultural purposes.
- The severance hectare area entails the creation of a farm lot that complies with the minimum size requirements, though exempted in the CGOP, our office completed MDS I calculations in this regard, to ensure that the Severance Area is suitable for the establishment of a building envelope, of an agricultural nature, in the future. See **Appendix B** for these calculations. No problems were encountered upon completion of these calculations.
- Schedule B (Figure 5) indicates that there are aggregate resources found on the property, however, given that both parcels will be over 20 hectares in size, and no new development is proposed, the aggregate designation will not hinder the proposed severance.

7 NATURAL GREY

Nothing in Section 7 that relates specifically to the natural heritage system is intended to limit the ability of agricultural uses to continue.

7.3 Wetlands

7.3.1 Provincially Significant Wetlands and Significant Coastal Wetlands

2) No development or site alteration may occur within the adjacent lands of the Provincially Significant Wetlands and Significant Coastal Wetlands land use type 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.

7.4 Significant Woodlands

1) 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.

ADJACENT LANDS

Significant Wetlands: 120m

Significant Woodlands: 120m

- The subject property is, in part, covered by Significant Wetlands, as well as Significant Woodlands (see **Figures 3 & 4**).
 - In terms of possible future development on the proposed Severance Area, adjacent to Provincially Significant Wetlands, the minimum required distance between development and such wetlands are 120m and alternatively an EIS must be completed to accommodate development within adjacent lands. It was deemed necessary to demonstrate that building envelope establishment on the Severed Area will be possible, by means of a proposed buffer setback. **Figure 4** included in this report portrays potential building envelopes with such a 30m buffer setback.
 - In terms of possible future development on the proposed Severance Area, adjacent to Provincially Significant Woodlands, the minimum required distance between development and woodland areas, is 120m and alternatively an EIS must be completed to accommodate development within adjacent lands.
 - It is notable still that no development is planned at present and an EIS was not required during the pre-submission consultation process.

8. MOVE GREY

8.9 Services, Utilities, Broadband and Other Technology Considerations

Access to affordable utilities such as water, sewers, natural gas, and hydro is crucial to the health and financial wellbeing of our residents and businesses. The movement of data and information within and beyond the County is another important consideration for the future of Grey County. There have also been a number of technological advances in transportation over

the years that we need to be aware of and plan for including drones, driverless cars, and alternative energy vehicles such as electric cars.

8.9.1 Services

Managing our sewage and human waste is important to our health and the health of our environment. The Provincial Policy Statement includes a number of policy considerations for servicing growth and development. This includes policies that support the use of municipal water and sewer systems and to identify situations when development can be considered using private wells and septic systems. The following are policies regarding servicing:

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

9) In any part of the County to be serviced by individual on-site private systems, new development by way of subdivision or condominium will be subject to a Servicing Options Study in accordance with the MECP's D-5-3 Guideline or any future updates to this Guideline. Local municipalities will need to be satisfied that any new development by way of consent can be adequately serviced by individual on-site private systems if that is the proposed form of servicing.

INDIVIDUAL ON-SITE SEWAGE SERVICES means individual, autonomous sewage disposal systems within the meaning of s.8.1.2, O.Reg. 350/06, under the Building Code Act, 2006 that are owned, operated, and managed by the owner of the property upon which the system is located.

INDIVIDUAL ON-SITE WATER SERVICES means individual, autonomous water supply systems that are owned, operated, and managed by the owner of the property upon which the system is located.

- The subject property already makes use of individual on-site services and seeing as the proposed severance and by-law amendment will not result in the Severed or Retained areas undergoing physical development, other than what can already be achieved per the existing property land use rights, no issues are anticipated in terms of on-site services.
- Lastly, the subject property is covered, in part, by the regulatory are of the Grey Sauble Conservation Authority, see **Figure 6**. Any future development within the regulated area will require a permit from the GSCA. The proposed consent will not be affected by the regulated area.

From the indications above, the objective of obtaining permission to sever a section of the subject property is largely supported by the land use policy of the CGOP. The CGOP is a policy guide for the rural areas of the Township of Chatsworth.

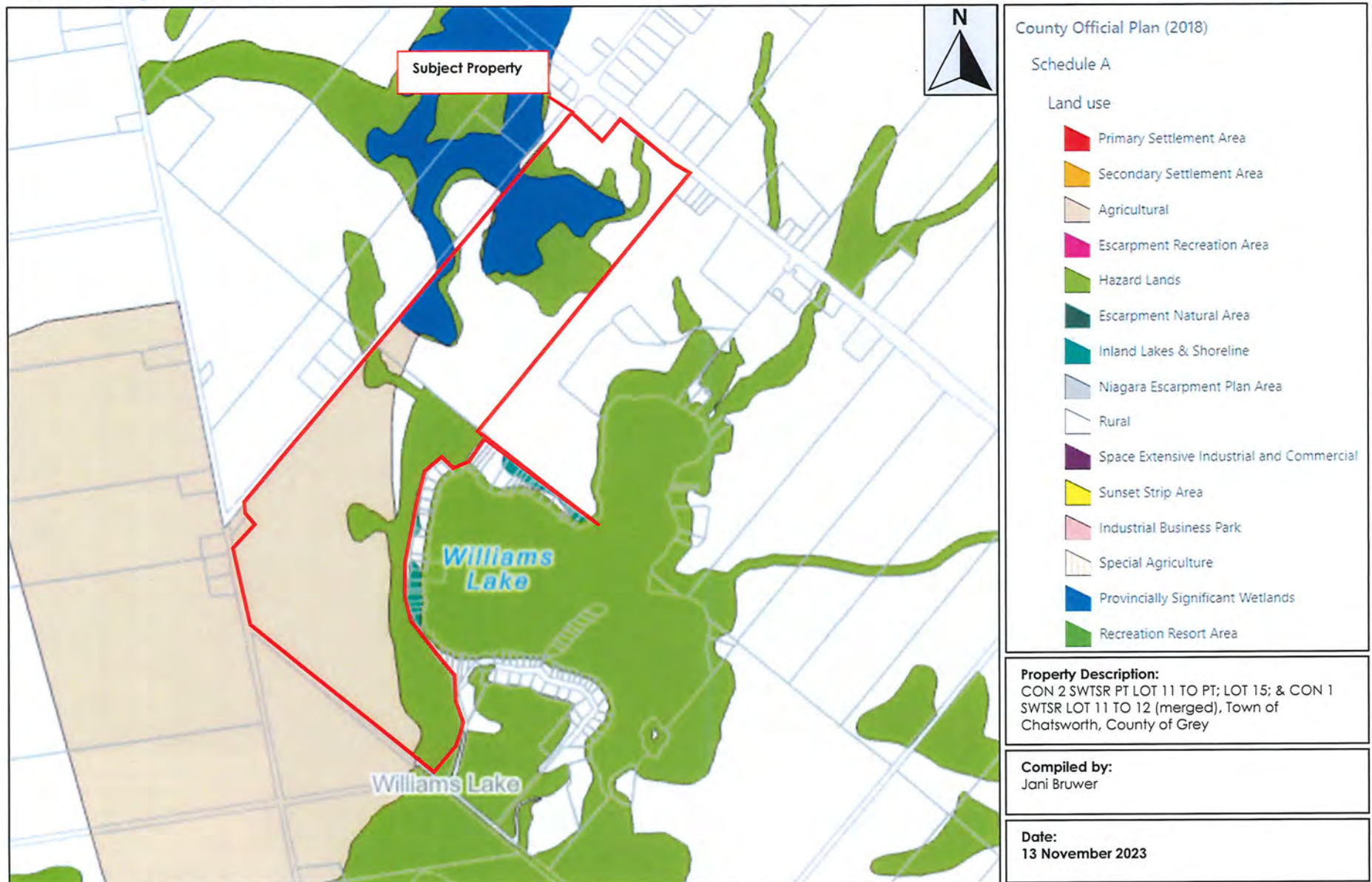


Figure 3: County of Grey Official Plan (Land Use Excerpt)

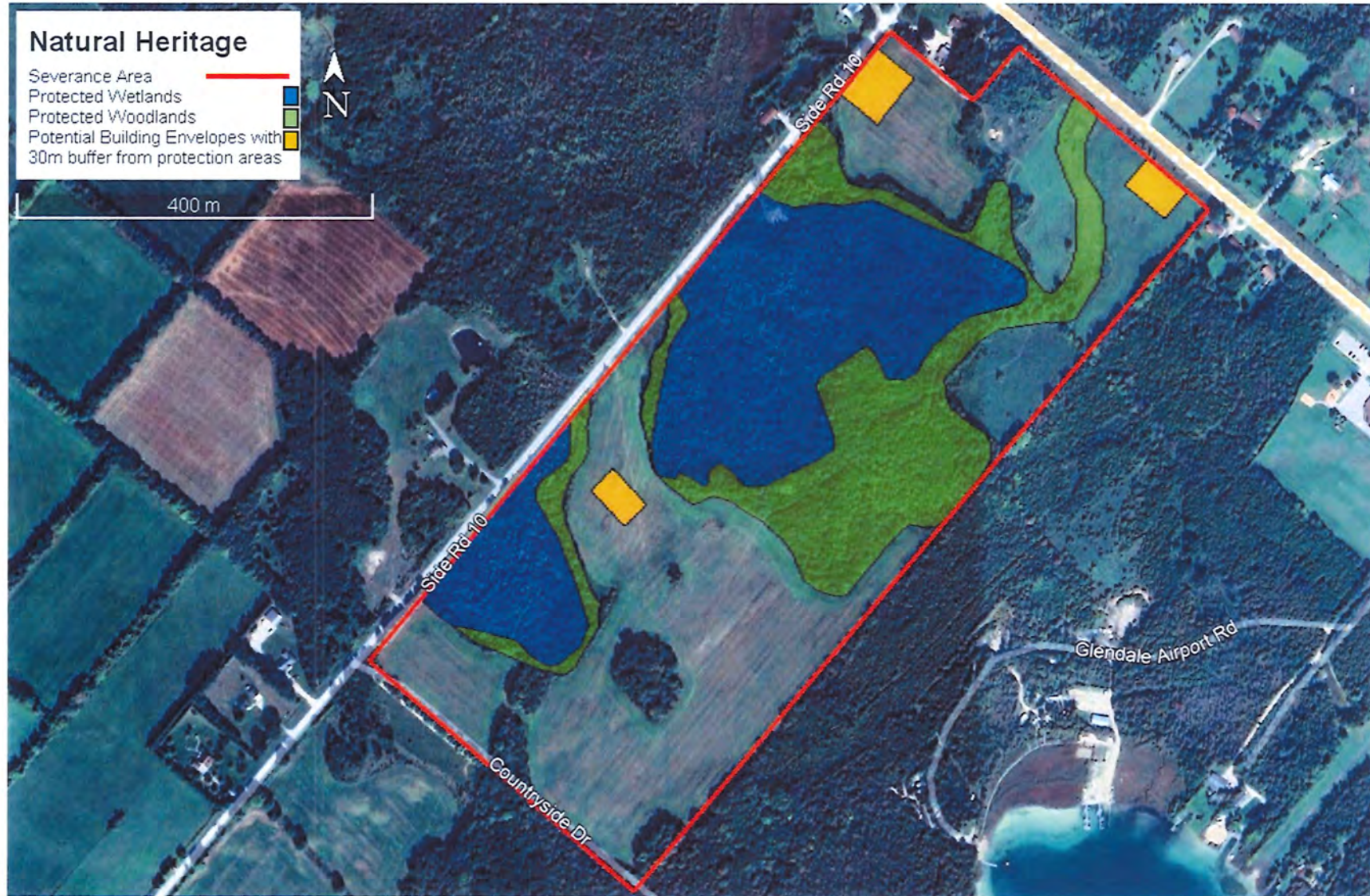


Figure 4: Natural Heritage Features indicated along with Potential Building Envelopes

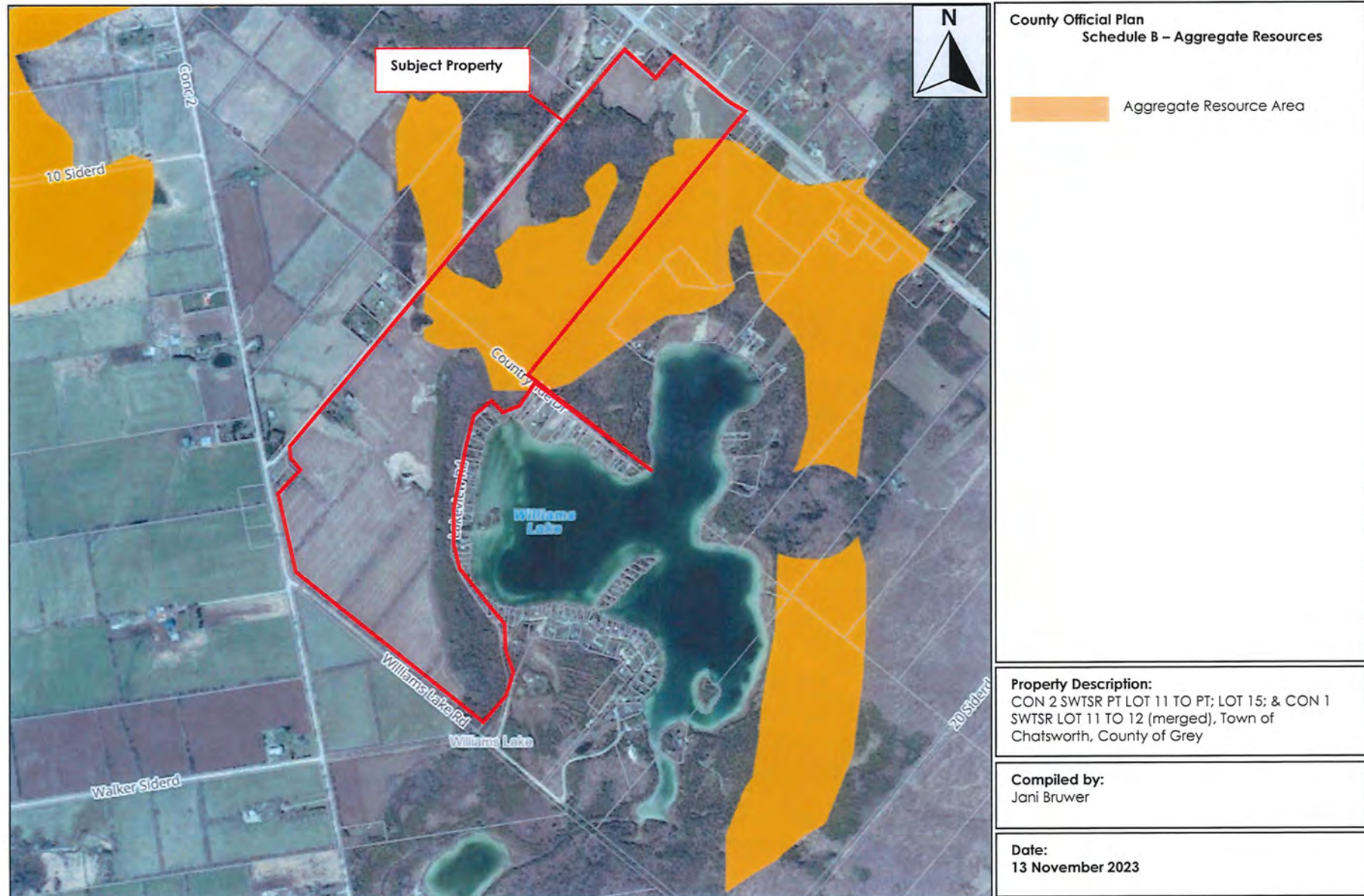


Figure 5: Mineral Aggregate Resources

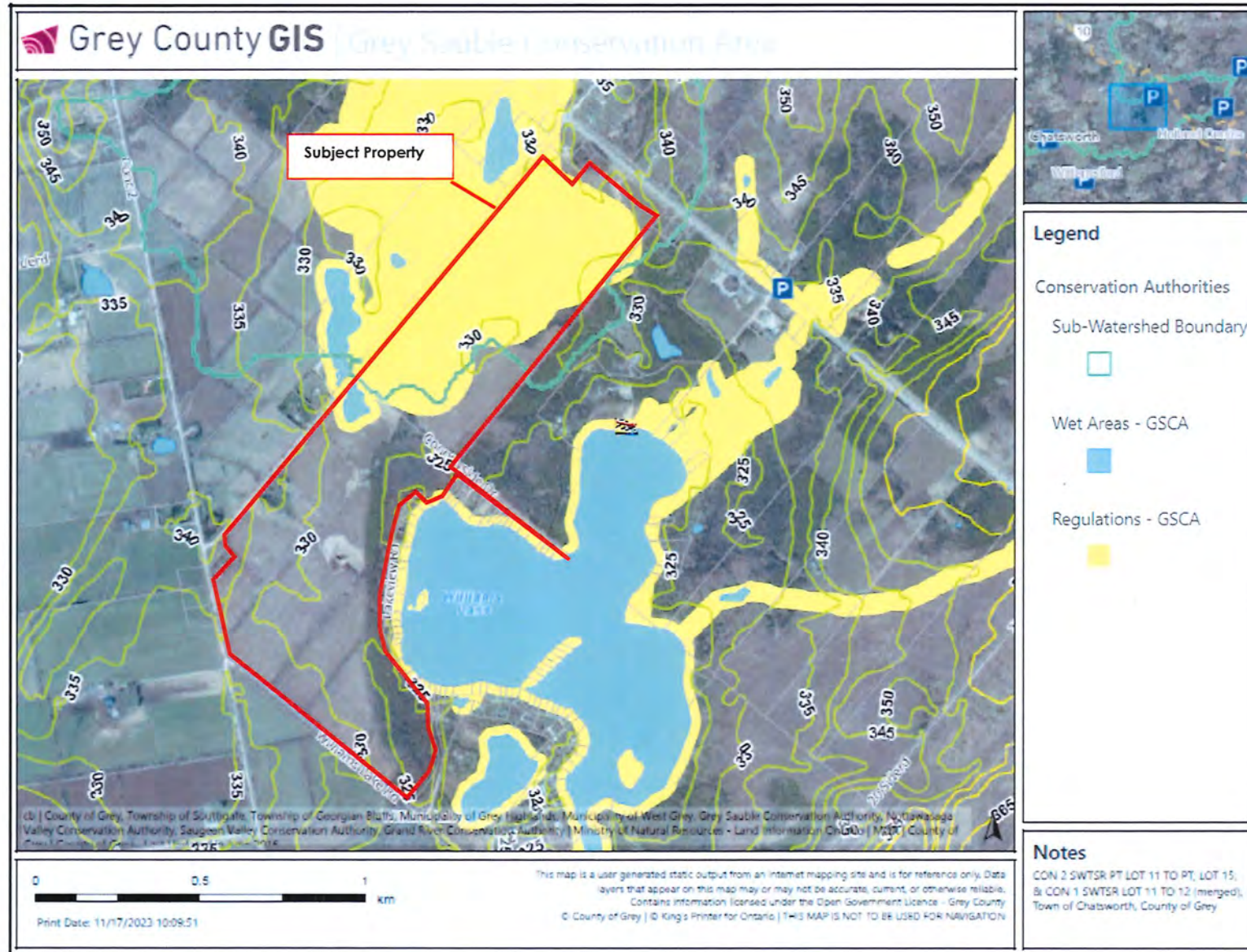


Figure 6: Grey Sauble Conservation Area

2.3 The Township of Chatsworth Comprehensive Zoning By-Law Number 2015-61

The municipal Zoning Bylaw zones at the subject property is EP (Environmental Protection), W (Wetlands Protection) and A2 (Restricted Rural), see **Figure 7**, which reflect the character and use of the subject property.

Table 4: The Township of Chatsworth Comprehensive Zoning By-Law Evaluation (TCZB)

Policy Evaluation
SECTION 7: RESTRICTED RURAL ZONE (A2)
7.1 Regulations
The provisions of Section 6 - Rural Zone (A1) shall apply hereto, except that no new livestock facility or manure storage facility shall be permitted. The expansion of an existing livestock facility or manure storage facility shall only be permitted if such expansion conforms with MDS II.
SECTION 24: ENVIRONMENTAL PROTECTION ZONE (EP)
24.1 Permitted Uses
a) Existing agricultural uses excluding intensive agricultural operations
"Environmental Protection" are lands having inherent environmental hazards such as floodplains, wetlands, organic or unstable soils, poorly drained soils and low lying areas, steep and unstable slopes, susceptibility to erosion, and other physical conditions severe enough to pose a risk of loss of life and/or property damage if developed upon.
24.2 Special Regulations
a) Notwithstanding any other provisions of this By-law to the contrary, no buildings or structures shall be erected within the Environmental Protection (EP) zone other than those required for conservation purposes and those permitted by Subsection 5.16.
b) The Environmental Protection (EP) Zone boundaries identified on the Schedules to this By-law are intended to generally identify areas of existing or potential natural hazards and other environmentally sensitive lands. Notwithstanding Section 4.3, the boundaries of the Environmental Protection (EP) Zone are subject to minor changes without formal amendment to this By-law or Schedules to this By-law when approved by the appropriate approval authority and in the case of the Environmental Protection Zone for Massie and Walters Falls as approved by the Niagara Escarpment Commission. This may occur where detailed resources mapping and/or site inspection results in a minor re-interpretation of the limits of the Environmental

Protection Zone Boundary. The word "minor" in the context of this section is intended to represent a technical exercise of reviewing a site specific property in greater detail than was undertaken as part of the preparation of this By-law. A minor adjustment must maintain the intent of the Environmental Protection zone as established in this By-law.

c) Written permission may be required from the applicable Conservation Authority pursuant to Grey Sauble Conservation Authority Regulation 151/06 or Saugeen Valley Conservation Authority Regulation 169/06, as amended, – Development, Interference with Wetlands and Alterations to Shorelines and Watercourses where development or site grading is proposed within a Regulated Area. Regulation mapping is available on the Conservation Authority websites or by contacting the applicable Conservation Authority.

SECTION 26: WETLANDS PROTECTION ZONE (W)

26.1 Permitted Uses

(d) Existing agricultural uses.

26.2 Special Regulations

(a) Notwithstanding any provision to the contrary, no site alterations shall be permitted in the Wetlands Protection Zone (W), such as the replacing or the removal of fill, grading and excavating that would change the land form and/or natural vegetative characteristics and the erection of any building or structure shall not be permitted within the Wetlands Protection Zone (W).

(b) Related Wetlands Protection Zone (W) Setbacks are contained within Subsection 5.24.

5.24 Wetland Setbacks

Wetlands Protection (W) Zone Setbacks:

No building or structure, shall be constructed and no site alteration shall occur within 120 metres of a Wetlands Protection (W) Zone unless an Environmental Impact Study (EIS) or a scoped EIS is prepared, or the approval authority in consultation with appropriate agencies including the Conservation Authority has determined that neither an EIS nor a scoped EIS is necessary as the potential for negative impacts is minimal.

The Wetland Protection zone shown within the Niagara Escarpment Plan Development Control Area (NEPDCA) Zone is provided for reference only, but shall be used to ensure that the wetland provisions of this section are applied to lands located outside of the Niagara Escarpment Plan Development Control Area (NEPDCA) Zone but within 120 metres of a wetland located within the Niagara Escarpment Plan Development Control Area (NEPDCA) Zone.

No new development is proposed within the Environmental Protection or Wetlands Protection Areas. Any future development will need to adhere to the relevant zoning provisions. In terms of the Restricted Rural provisions, no issues are anticipated as the property is of a size that can accommodate future construction setbacks.

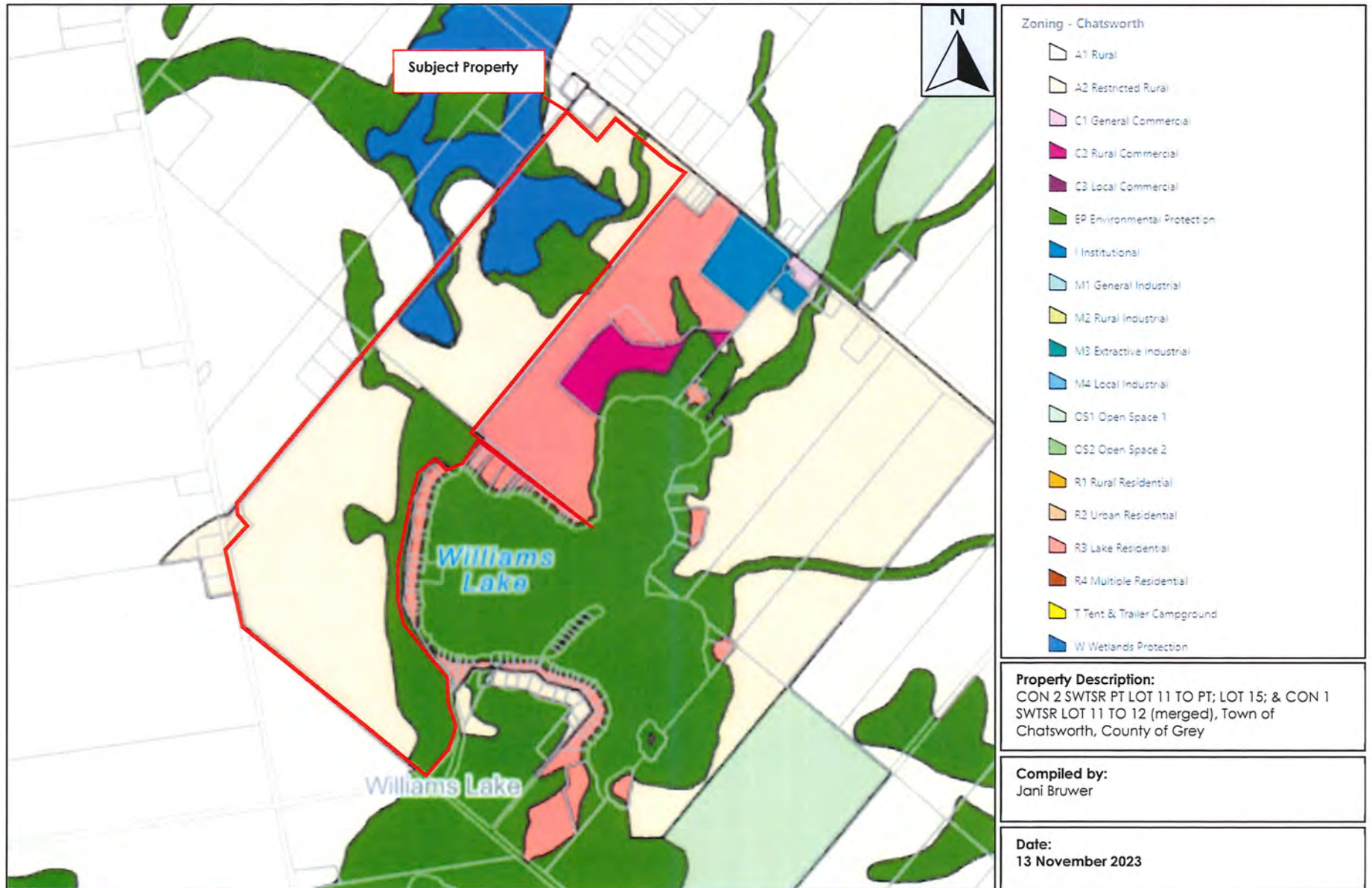


Figure 7: Township of Chatsworth Zoning (Excerpt)

4.0 SUMMARY AND CONCLUSIONS


The proposed Consent to Sever the merged property (CON 2 SWTSR PT LOT 11 TO PT; LOT 15; & CON 1 SWTSR LOT 11 TO 12) will create to parcels with the following areas:

- a) Retained Area - approximately 52.54 hectares; and
- b) Severance Area - 39.56 hectares.

In consideration of the forgoing analysis, the following can be concluded:

1. The consent proposal is consistent with the Provincial Policy Statement as the required lot area and use requirements for rural/ agricultural settings are met.
2. The proposal conforms to the County of Grey Official Plan provisions for lot creation, development in aggregate areas, servicing for agricultural land use types and the requirements related to development near Significant Wetlands/ Woodlands.
3. The proposal reflects appropriate rural planning for this area of the County and Township.

Respectfully submitted,



Prepared by Jani Bruwer
B.A.Sc., Junior Planner



Approved by Don Scott
M.C.I.P. Registered Professional Planner,

APPENDIX A

Completed Consent Application Form

SKETCHES / PLANS IN SUPPORT OF THE APPLICATION FORM

Contents

PLAN 1 – Subject Property Dimensions	1
PLAN 2 – Adjacent properties owned by the same land owners	2
PLAN 3 – Roads Adjacent to the Property	5
PLAN 4 – Right of Way.....	6
PLAN 5 – Surrounding Land Uses	7
PLAN 6 – Site Development Plan A	8
PLAN 7 – Site Development Plan B	9

PLAN 1

1

DIMENSIONS OF THE SUBJECT PROPERTY	
A - B	94
B - C	54
C - D	36
D - E	63
E - F	34
F - G	56
G - H	50
H - I	66
I - J	65
J - K	78
K - L	313
L - M	90
M - N	56
N - O	60
O - P	11
P - Q	9
Q - R	14
R - S	114
S - T	372
T - U	5
U - V	405
V - X	1000
X - Y	82
Y - Z	125
Z - AA	71
AA - BB	75
BB - CC	49
CC - DD	77
DD - EE	1550
EE - FF	38
FF - GG	35
GG - HH	102
HH - II	223
II - A	723



ADJACENT PROPERTIES OWNED BY THE SAME LAND OWNERS

PLAN 2

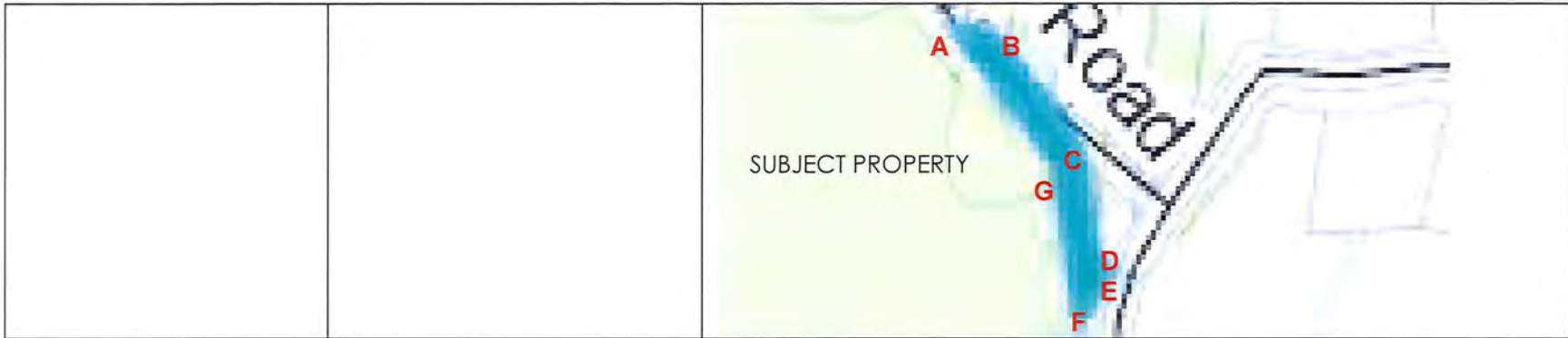


PROPERTY A

LEGAL DESCRIPTION: HOLLAND CON 2 SWTSR PT LOTS; 14 AND 15 RP 16R3823 PART 1

ROLL NUMBER: 420436000118904

Dimension Description	Measurement (m)	Visual of adjacent properties owned by the same landowners
A - B	7.17	
B - C	47.16	
C - D	42.74	
D - E	3.7	
E - F	11.75	
F - G	52.81	
G - A	51.5	



PROPERTY B

LEGAL DESCRIPTION: HOLLAND CON 2 SWTSR PT LOT;15 RP 16R9626 PART 5

ROLL NUMBER: 420436000118905

Dimension Description	Measurement (m)	Visual of adjacent properties owned by the same landowners
H - I	85.66	<p>The image shows an aerial view of Property B, a triangular-shaped lot. Points H, M, I, J, K, and L are marked along its boundary. Point H is at the top right, M is on the right side, I is on the right side near the bottom, J is at the bottom right, K is at the bottom left, and L is on the left side. The text 'SUBJECT PROPERTY' is visible in the center of the lot.</p>
I - J	55.4	
J - K	18.14	
K - L	38.44	
L - M	94.18	
M - H	53.8	

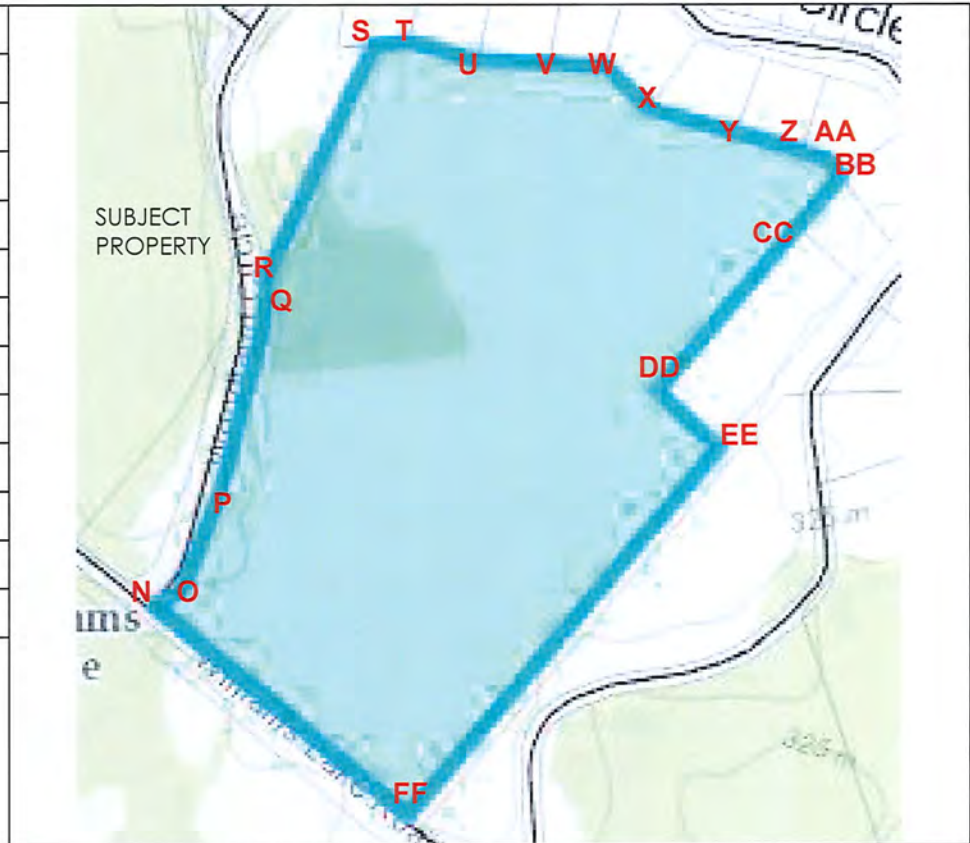
PROPERTY C

LEGAL DESCRIPTION: HOLLAND CON 2 SWTSR PT LOTS;15 AND 16 RP 16R3964 PART;3

ROLL NUMBER: 420436000118902

Dimension Description	Measurement (m)	Visual of adjacent properties owned by the same landowners
N - O	19	
O - P	59	
P - Q	93	
Q - R	32	
R - S	142	

S - T	19
T - U	40.5
U - V	40
V - W	30.5
W - X	35
X - Y	50
Y - Z	38
Z - AA	16
AA - BB	12
BB - CC	37
CC - DD	118
DD - EE	47
EE - FF	271
FF - N	184



PLAN 3

- Roads & Access**
- Proposed Retained Area
 - Proposed Severance Area
 - Highway 10
 - 10 Sideroad
 - Concession 2
 - Williams Lake Rd
 - Woodland Circle



800 m

Proposed access (to Severance Area)

Existing access (to Retained Area)



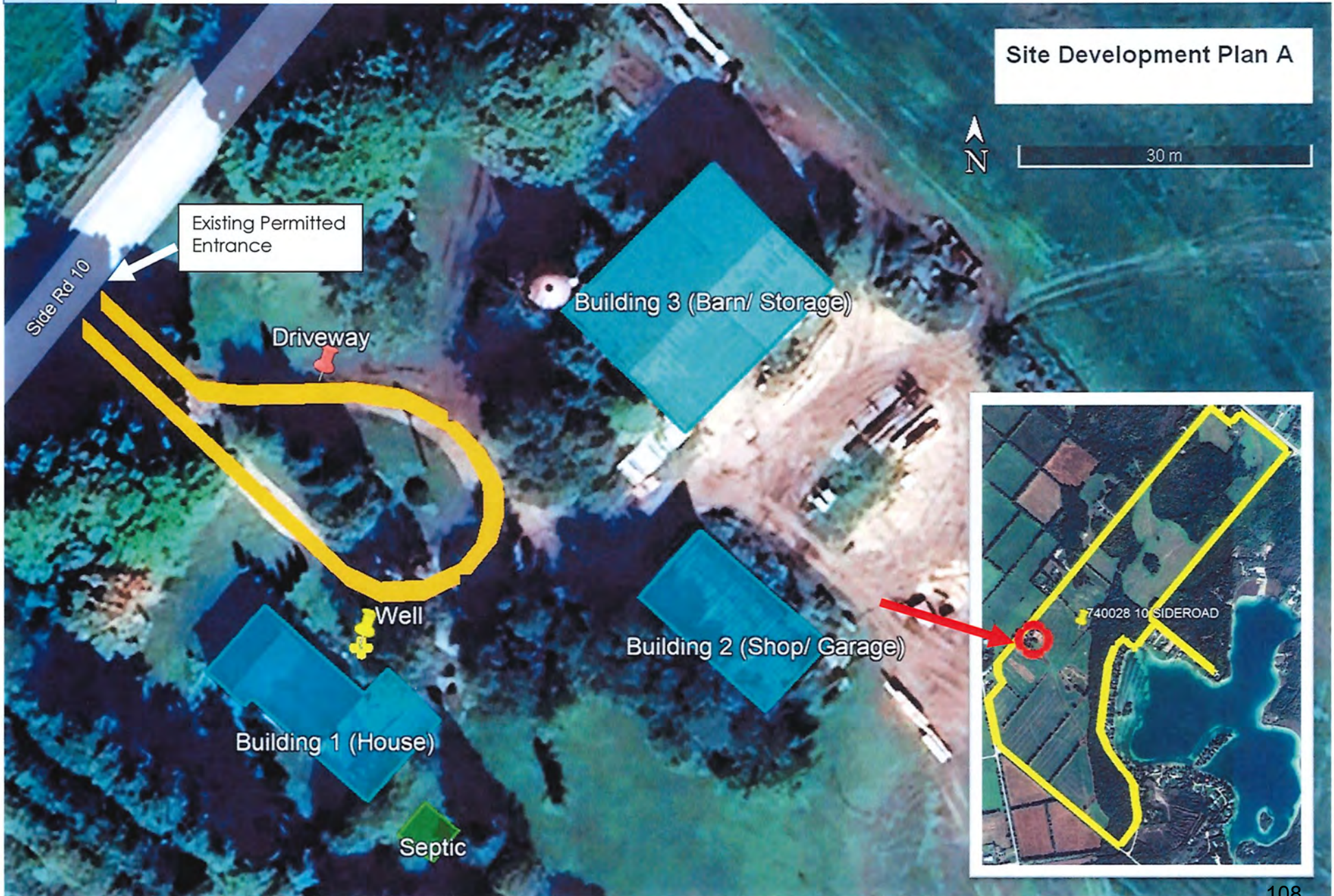
PLAN 4



PLAN 5



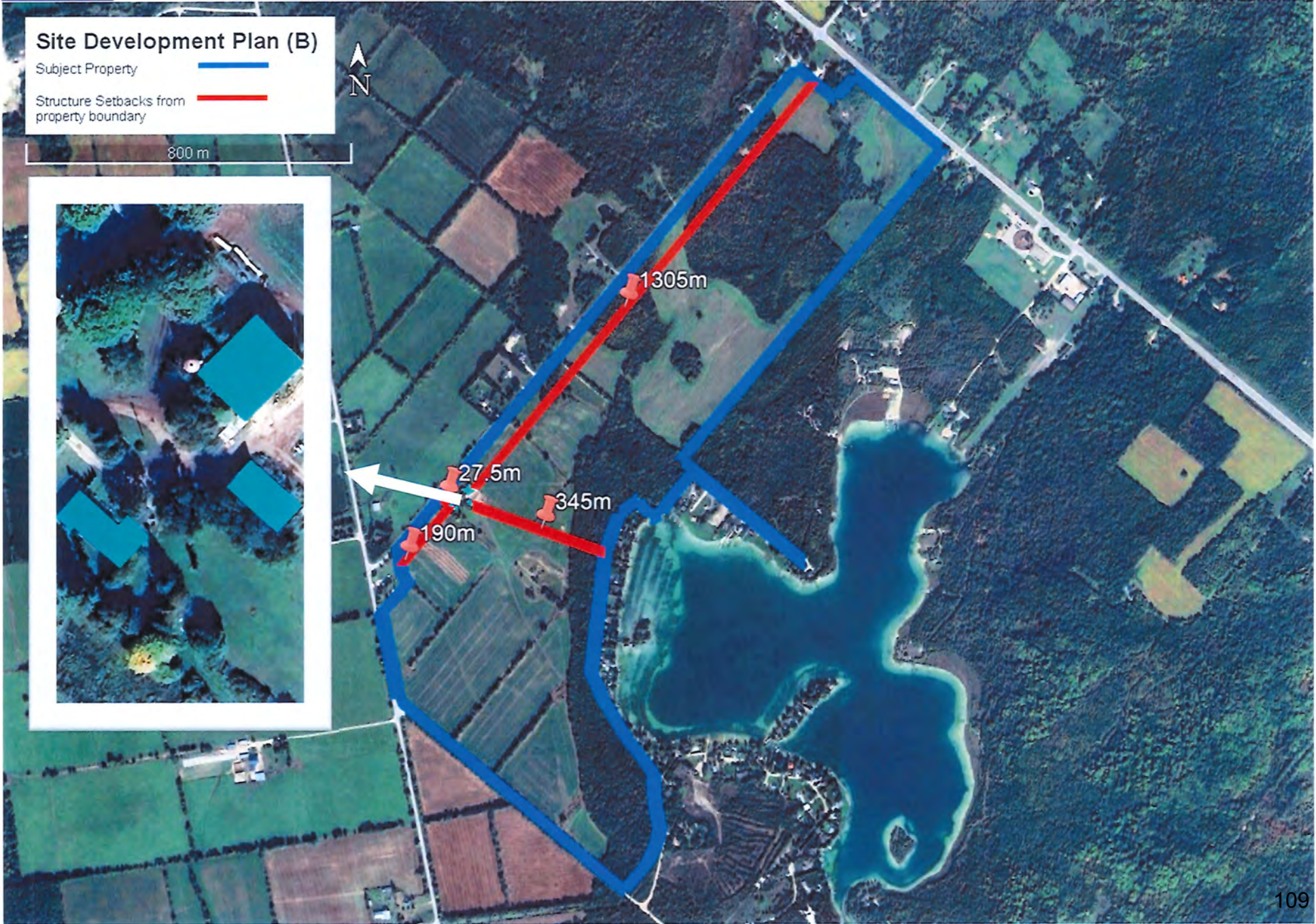
PLAN 6



PLAN 7

Site Development Plan (B)
Subject Property 
Structure Setbacks from property boundary 

800 m



APPENDIX B

MDS I Calculations



MDS I

General information

Application date
Nov 23, 2023

Municipal file number

Proposed application
Lot creation for an agricultural use (e.g. farm split)

Applicant contact information
Bradley Moran
Not Applicable
740028 Sideroad 10, RR 1 Chatsworth, ON
10 Sideroad
RR1 Chatsworth, ON
N0H 1G0
519-373-6907
bmoran72@hotmail.com

Location of subject lands
County of Grey
Township of Chatsworth
HOLLAND
Concession 1 , Lot 11
Roll number: 420436000503700

Calculations

Moran Calculation 1

<p>Farm contact information Brad Moran Not Applicable 740028 10 Sideroad RR 1 Chatsworth, ON N0H 1G0 519-373-6907 bmoran72@hotmail.com</p>	<p>Location of existing livestock facility or anaerobic digester County of Grey Township of Chatsworth HOLLAND Concession 1 , Lot 11 Roll number: 420436000503700</p>	<p>Total lot size 92.1 ha</p>
---	---	---

Livestock/manure summary

Manure Form	Type of livestock/manure	Existing maximum number	Existing maximum number (NU)	Estimated livestock barn area
Solid	Beef, Cows, including calves to weaning (all breeds), Confinement	38	38 NU	353 m ²

Setback summary

Existing manure storage	No storage required (manure is stored for less than 14 days)		
Design capacity	38 NU		
Potential design capacity	114 NU		
Factor A (odour potential)	0.7	Factor B (design capacity)	330.57
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)			179 m (587 ft)
Actual distance from livestock barn			1122 m (3681 ft)
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
 Jani Bruwer
 Cuesta Planning Consultants
 978
 1st Avenue West
 Owen Sound, ON
 N4K 4K5
 519-372-9790
 jani@cuestaplanning.com

Signature of preparer



23 November 2023

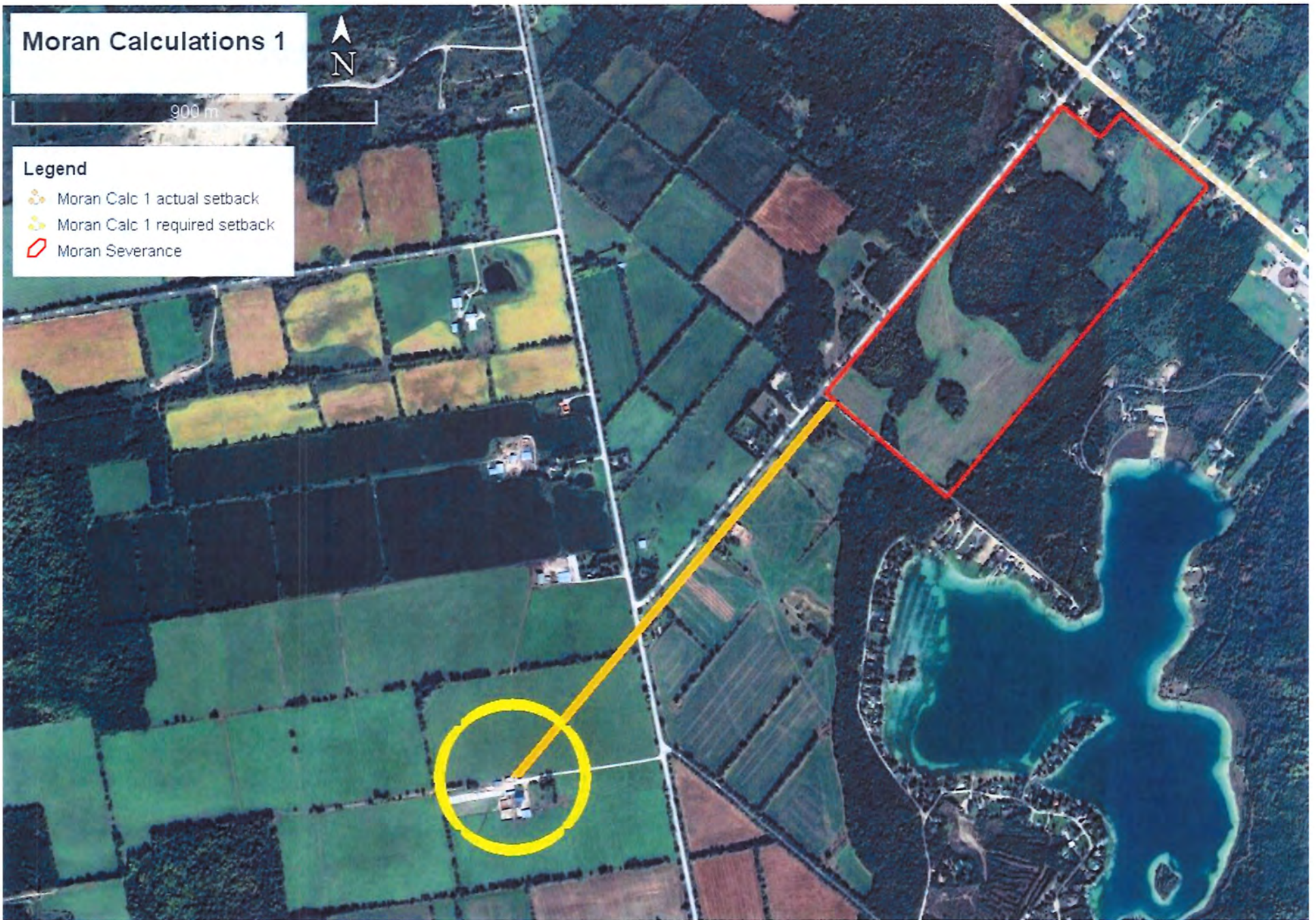
Jani Bruwer , Urban Planner

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
Nov 23, 2023

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Lot creation for an agricultural use (e.g. farm split)

Applicant contact information
Bradley Moran
Not Applicable
740028 Sideroad 10, RR 1 Chatsworth, ON
10 Sideroad
RR1 Chatsworth, ON
N0H 1G0
519-373-6907
bmoran72@hotmail.com

Location of subject lands
County of Grey
Township of Chatsworth
HOLLAND
Concession 1 , Lot 11
Roll number: 420436000503700

Calculations**Moran Calculations 2****Farm contact information**

Brad Moran
 Not Applicable
 740028
 10 Sideroad
 RR 1 Chatsworth, ON
 N0H 1G0
 519-373-6807
 bmoran72@hotmail.com

Location of existing livestock facility or anaerobic digester

County of Grey
 Township of Chatsworth
 HOLLAND
 Concession 1, Lot 11
 Roll number: 420436000503700

Total lot size
 92.1 ha

Livestock/manure summary

Manure Form	Type of livestock/manure	Existing maximum number	Existing maximum number (NU)	Estimated livestock barn area
Solid	Beef, Cows, including calves to weaning (all breeds), Confinement	41	41 NU	381 m ²

No livestock/manure

Setback summary

Existing manure storage No storage required (manure is stored for less than 14 days)

Design capacity 41 NU

Potential design capacity 123 NU

Factor A (odour potential) 0.7

Factor D (manure type) 0.7

Factor B (design capacity) 339.47

Factor E (encroaching land use) 1.1

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

183 m (600 ft)

Actual distance from livestock barn

378 m (1240 ft)

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**

Jani Bruwer
 Cuesta Planning Consultants
 978
 1st Avenue West
 Owen Sound, ON
 N4K 4K5
 519-372-9790
 jani@cuestaplanning.com

Signature of preparer



24 November 2023

Jani Bruwer, Urban 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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APPENDIX C

Signed Retainer

Retainer & Agent Authorization

To: Cuesta Planning Consultants Inc.
978 First Avenue
West, Owen Sound,
Ontario N4K 4K5

I/We, BRAD + SUSAN MORAN, hereby retain Cuesta Planning Consultants Inc. to act on my/our behalf with respect to the preparation of the necessary materials to facilitate the required policy amendments and approvals to facilitate the severance of lands legally described as CON 1 SWTSR LOT 11-12 and CON 2 SWTSR PT LOT 11 to PT LOT 12, Municipality of Chatsworth, County of Grey.

I/We further authorize the preparation, signing, and processing of any required application forms and related materials, as well as the attendance at consultation and public meetings on my/our behalf that may be required to facilitate the request. This shall be your sufficient authority for so doing.

As part of this retainer, a retaining fee of \$1000 payable to Cuesta Planning Consultants Inc., is being submitted and will be reflected on the first invoice.

Dated this 1ST day of November, 2023.

Susan Moran

Signature

I have the authority to bind the corporation.

SUSAN MORAN
Name (Printed)

[Signature]
Signature

BRAD MORAN
Name (Printed)

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, February 7, 2024 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: B14/2023

Owner: Bradley and Susan Moran

Description: Part Lot 11, Lot 12, Concession 1 SWTSR, and Part Lots 11 to 15, Concession 2 SWTSR, Geographic Township of Holland, Township of Chatsworth

Address: 740028 Sideroad 10

Assessment Roll No: 42-04-360-005-03700 and 42-04-360-001-20300

Purpose: To sever a 39.54 hectare vacant lot and to retain a 52.54 hectare lot containing an existing house and farm buildings.

Severed Parcel: Frontage: 454.65 m
Depth: 1510 to 1631.7 m
Area: 39.54 ha

Retained Parcel: Frontage: 369.4 m
Depth: Irregular
Area: 52.54 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.

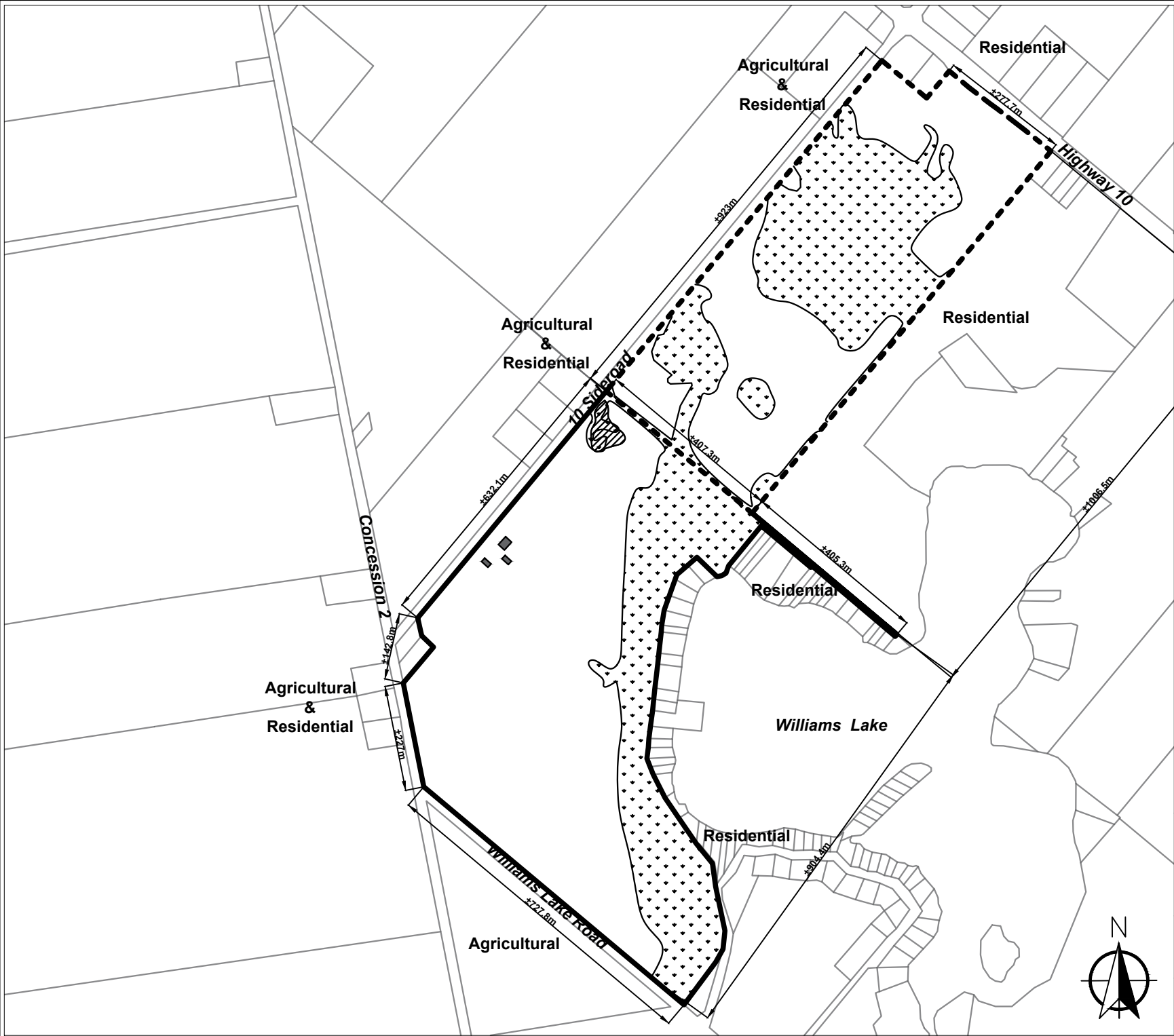
Additional information or questions relating to the proposed Consent may be obtained by contacting the Township Office at Ext. 134. or through email at tyler.zamostny@chatsworth.ca

When requesting information please quote **File No. B14/2023.**

DATED this 4th day of January, 2024

Tyler Zamostny, Deputy Clerk
Township of Chatsworth
316837 Highway 6
R.R. #1 CHATSWORTH, Ontario
N0H 1G0
Tel. (519) 794-3232 Ext. 134







Fax (519) 794-4499



Site Plan

740028 10 SIDEROADCON
 CON 2 SWTSR PT LOT 11 TO PT; LOT 15
 CON 1 SWTSR LOT 11 TO 12
 Township of Chatsworth
 (Formerly Holland Township)
 Grey County

Legend

-  Area to be Severed (±39.6 ha)
-  Area to be Retained (±52.5 ha)
-  Property Boundaries
-  Woodlands
-  Wetland
-  Existing Structures

* measurements are approximate

Cuesta PLANNING CONSULTANTS INC.
 Urban and Rural Planning and Resource Management

978 First Avenue West (519) 372-9790 e-mail: cuesta@cuestaplanning.com
 Owen Sound, Ontario Fax: (519) 372-9953
 N4K 4K5 1-800-655-7692

Dwn. By:	Date Printed:
V.Muhunthan	January 2, 2024
File:	Project Name:
x23031	Moran 122



Aerial GIS Photo of Subject Property – B14/2023



From: Paul Dowber <Paul.Dowber@chatsworth.ca>
Sent: Thursday, January 4, 2024 12:04 PM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: RE: Chatsworth Consent: File B14/2023 (Bradley and Susan Moran), 740028 Sideroad 10

Hi Tyler,

Finance has no issues 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: Thursday, January 4, 2024 10:58 AM
Subject: Chatsworth Consent: File B14/2023 (Bradley and Susan Moran), 740028 Sideroad 10

Good morning:

Re: File B14/2023 (Bradley and Susan Moran)
Legal: Part Lot 11, Lot 12, Concession 1 SWTSR, and Part Lots 11 to 15, Concession 2 SWTSR, Geographic Township of Holland, Township of Chatsworth
Civic: 740028 Sideroad 10

You will find attached the following items:

- B14-2023 Submitted Application - Revised January 3, 2024 Redacted
- Planning Justification Report with MDS Report (November 2023) Submitted by Cuesta Planning Consultants Inc.
- Notice of Public Meeting B14/2023

Should you have any comments for the public record they would be appreciated by:
Wednesday January 31, 2024.

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

Best regards,
Tyler Zamostny

From: Mike Givens <mike.givens@chatsworth.ca>
Sent: Thursday, January 4, 2024 2:01 PM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: Re: Chatsworth Consent: File B14/2023 (Bradley and Susan Moran), 740028 Sideroad 10

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
Sent: Thursday, January 4, 2024 10:58 AM
Subject: Chatsworth Consent: File B14/2023 (Bradley and Susan Moran), 740028 Sideroad 10

Good morning:

Re: File B14/2023 (Bradley and Susan Moran)
Legal: Part Lot 11, Lot 12, Concession 1 SWTSR, and Part Lots 11 to 15, Concession 2 SWTSR, Geographic Township of Holland, Township of Chatsworth
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Wednesday January 31, 2024.

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

Best regards,
Tyler Zamostny

From: Jamie Edwards <jamie.edwards@chatsworth.ca>
Sent: Friday, January 5, 2024 7:31 AM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: RE: Chatsworth Consent: File B14/2023 (Bradley and Susan Moran), 740028 Sideroad 10

Public works has no concerns with this application at this time. Future entrance permits may be required.

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

From: Tyler Zamostny
Sent: Thursday, January 4, 2024 10:58 AM
Subject: Chatsworth Consent: File B14/2023 (Bradley and Susan Moran), 740028 Sideroad 10

Good morning:

Re: File B14/2023 (Bradley and Susan Moran)
Legal: Part Lot 11, Lot 12, Concession 1 SWTSR, and Part Lots 11 to 15, Concession 2 SWTSR, Geographic Township of Holland, Township of Chatsworth
Civic: 740028 Sideroad 10

You will find attached the following items:

- B14-2023 Submitted Application - Revised January 3, 2024 Redacted
- Planning Justification Report with MDS Report (November 2023) Submitted by Cuesta Planning Consultants Inc.
- Notice of Public Meeting B14/2023

Should you have any comments for the public record they would be appreciated by:
Wednesday January 31, 2024.

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

Best regards,
Tyler Zamostny

January 30th, 2024

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

RE: Consent Application B14.2023
Part Lot 11, Lot 12, Concession 1 SWTSR and Part Lots 11 to 15,
Concession 2 SWTSR (740028 Sideroad 10)
Township of Chatsworth (Geographic Township of Sullivan)
Roll: 420436000503700 and 420436000120300
Owners: Bradley and Susan Moran
Applicant: Cuesta Planning Consultants

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 39.54-hectare vacant lot and to retain a 52.54-hectare lot containing an existing house and farm buildings.

Schedule A of the County OP designates the subject lands as 'Agricultural' and 'Rural'. Section 5.2.3(1) states,

For farm sized lot creation, where one lot is being severed to create a farm parcel of generally 40 hectares in size, provided both the severed and retained lots are 40 hectares in size and are both intended to be used for agricultural uses, then farm-sized lot creation can occur where the Agricultural land use type is being divided between the severed and retained lots. Where both the severed and retained lots are 40 hectares in size and are both intended to be used for agricultural uses, the Rural lot density shall not limit such split land use type lot creation.

Both the retained and severed lots would be considered farm sized as the retained lot would have a lot area of approximately 52 hectares and the severed lot would have a lot

area of approximately 40 hectares. Further, the proposed severance would not increase the number of lots within the Original Township Lots, as the severance would occur along the boundary of the Original Township Lots. 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; therefore, 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 for the retained lot and the severed lots.

Schedule A of the County OP indicates that the subject lands contain 'Hazard Lands'. The proposed building envelopes for the severed property are located near the boundaries of the Hazard Lands. County Planning staff recommend receiving comments from the Conservation Authority regarding the boundary of the Hazard Lands.

Schedule A of the County OP indicates that the subject lands contain 'Provincially Significant Wetlands'. The proposed building envelopes would have a 30-metre buffer from the Provincially Significant Wetlands and would be located on a previously disturbed portion of the severed parcel. Provided a Holding Provision is put on to the Provincially Significant Wetlands; 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(8) states,

Non-farm sized lot creation of lots less than 20 hectares in size will not be permitted in Aggregate Resource Areas. Lot creation for infrastructure or public use purposes may be exempted from this requirement provided all reasonable measures are taken to mitigate any impacts on the aggregate resource.

The proposed severance would create one, approximately 40 hectare parcel and the retained parcel would have a lot area of approximately 52 hectares. Therefore, both the severed and retained parcel would remain farm sized. County Planning staff have no concerns.

Appendix A of the County OP indicates that the subject lands are near an 'Abandoned Landfill: D-4 Recommended to Clear Site'. Section 8.10.1(3) states,

Abandoned landfill sites have been classified into three categories based on the Historic Landfill Site Review completed by Azimuth Environmental Consulting dated March 2015. The categories and policies associated with the abandoned landfill sites are as follows:

- a) *D-4 Recommended to Clear Site – for these sites, any proposed development or site alteration within 500 metres of these abandoned landfill sites will require the completion of a D-4 study in accordance with the Ministry of the Environment, Conservation and Parks (MECP) D-4 Guidelines or its successor document. The D-4 study or its successor document will need to identify that the lands to be developed are secure from potential methane gas and/or leachate migration from the landfill site or what remedial measures or conditions are required prior to any development approval being granted. Notwithstanding the above referenced buffer, if an approved Landfill Closure Plan exists, the requirements of that plan prevail.*

The proposed severance is within 500 metres of the Abandoned Landfill site; therefore, County Planning staff recommend that a D-4 study is completed to ensure the subject property can safely be developed.

Appendix B of the County OP indicates that the subject lands contain and/or is adjacent to 'Significant Woodlands', 'Significant Wildlife Habitat', potential 'Habitat for Threatened and/or Endangered Species', 'Other Wetlands', and 'Fish Habitat'. County Planning Ecology staff have reviewed the subject application and have a comment stating,

It is Grey County staffs understanding that there is no proposed development associated with this application, but there is sufficient developable area outside of the designated heritage features for future development. As such, it is Grey County Staffs opinion that the potential impact to natural heritage would be negligible through the severance process and the requirement for an Environmental Impact Study (EIS) can be waived. However, we recommend a holding provision be put on the designated heritage features to avoid negative impacts or feature removal when future development is proposed.

Further, it is Grey County Staffs understanding stormwater management infrastructure is not needed for the proposal.

In addition, it is Grey County Staffs understanding that the property contains protection areas that are subject to policies of the Source Water Protection Act. As such, the Risk Management Official of Drinking Water Source Protection should be tagged for comments on this application, please contact rmo@greysauble.on.ca. The property also lies within an area designated as a significant groundwater recharge area that may influence highly vulnerable aquifers, as such, low-impact development/infrastructure is recommended.

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 positive comments are received from the Conservation Authority regarding the boundary of the Hazard Lands, a D-4 study is completed to ensure the subject property can safely be developed, and a Holding Provision is applied to the Provincially Significant Wetlands and natural heritage features; 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,



Derek McMurdie

Page 5
January 30th, 2024

Planner
(548) 877 0857
Derek.McMurdie@grey.ca
www.grey.ca

From: Brendan Schlamp - GM BluePlan <Brendan.Schlamp@gmblueplan.ca>
Sent: Tuesday, January 30, 2024 4:04 PM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: RE: Chatsworth Consent: File B14/2023 (Bradley and Susan Moran), 740028 Sideroad 10

Good afternoon Tyler,

The existing properties are not tied to any Municipal Drains. Therefore, I have no comments for this file.

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
Sent: Thursday, January 4, 2024 10:58 AM
Subject: Chatsworth Consent: File B14/2023 (Bradley and Susan Moran), 740028 Sideroad 10

Good morning:

Re: File B14/2023 (Bradley and Susan Moran)
Legal: Part Lot 11, Lot 12, Concession 1 SWTSR, and Part Lots 11 to 15, Concession 2 SWTSR, Geographic Township of Holland, Township of Chatsworth
Civic: 740028 Sideroad 10

You will find attached the following items:

- B14-2023 Submitted Application - Revised January 3, 2024 Redacted
- Planning Justification Report with MDS Report (November 2023) Submitted by Cuesta Planning Consultants Inc.
- Notice of Public Meeting B14/2023

Should you have any comments for the public record they would be appreciated by:
Wednesday January 31, 2024.

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

Best regards,
Tyler Zamostny

From: Pegelo, Jessica (MTO) <Jessica.Pegelo@ontario.ca>
Sent: Wednesday, January 31, 2024 1:01 PM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: RE: Chatsworth Consent: File B14/2023 (Bradley and Susan Moran), 740028 Sideroad 10

Good afternoon Tyler,

The Ministry of Transportation (MTO) have completed a review of the proposal to sever a 39.54 hectare vacant lot and to retain a 52.54 hectare lot containing an existing house and farm buildings.

The proposal has been considered in accordance with the requirements of *the Public Transportation and Highway Improvement Act*, MTO's Highway Access Management Policy and all related policies.

The subject property is located adjacent to Highway 10, is within MTO's Permit Control Area (PCA), and as such, MTO permits are required before any demolition, grading, construction or alteration to the site commences.

Highway 10 at this location is classified as a 2B Arterial in MTO's Access Management Classification System. As such, all requirements, guidelines and best practices in accordance with this classification shall apply.

MTO's comments:

- MTO's Access Management Policy indicates that a lot of record with highway frontage, which also has frontage on a public road, shall obtain its access connection from that public road. Since the subject property has frontage on Highway 10 and Sideroad 10, the access to Highway 10 shall be removed and access shall be taken from Sideroad 10.
- MTO require that the following condition be added to the consent notice of decision (condition to be cleared by MTO prior to registration of the consent):
 - "MTO require that an Encroachment Permit be obtained for the removal of the existing access to Highway 10 from the proposed severed parcel. The access must be physically removed and the highway property limits restored to the satisfaction of MTO."
- Upon registration of the consent, an MTO Entrance Permit will be required to define ownership and permitted use(s) of the severed parcel. MTO require that the entrance be located a minimum of 45m from the end of radius of Highway 10.

Please review and if there are any concerns, please let me know.

Kind Regards,

Jessica Pegelo
Ministry of Transportation
Corridor Management Planner
Highway Corridor Management Section
659 Exeter Rd. London, ON N6E 1L3
Telephone: 519-379-4397 Fax: 519-376-6842
E-mail: jessica.pegelo@ontario.ca

From: building <building@westgrey.com>
Sent: Thursday, February 1, 2024 11:37 AM
Subject: RE: Chatsworth Consent: File B14/2023 (Bradley and Susan Moran), 740028 Sideroad 10

Building has no concerns with the application .

Mary Schofield, Deputy Chief Building Official
Building Inspector

From: Tyler Zamostny
Sent: Thursday, January 4, 2024 10:58 AM
Subject: Chatsworth Consent: File B14/2023 (Bradley and Susan Moran), 740028 Sideroad 10

Good morning:

Re: File B14/2023 (Bradley and Susan Moran)
Legal: Part Lot 11, Lot 12, Concession 1 SWTSR, and Part Lots 11 to 15, Concession 2 SWTSR, Geographic Township of Holland, Township of Chatsworth
Civic: 740028 Sideroad 10

You will find attached the following items:

- B14-2023 Submitted Application - Revised January 3, 2024 Redacted
- Planning Justification Report with MDS Report (November 2023) Submitted by Cuesta Planning Consultants Inc.
- Notice of Public Meeting B14/2023

Should you have any comments for the public record they would be appreciated by:
Wednesday January 31, 2024.

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

Best regards,
Tyler Zamostny

January 31, 2024
GSCA File: P24-005

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

Sent via email: planning@chatsworth.ca

Re: Application for Consent B14/2023
Address: 740028 Sideroad 10
Roll No: 420436000503700 & 420436000120300
Township of Chatsworth, former Holland Township
Applicant: Bradley & Susan Moran

Grey Sauble Conservation Authority (GSCA) has reviewed the subject application in accordance with our mandate and policies for Natural Hazards and relative to our policies for the implementation of Ontario Regulation 151/06. We offer the following comments.

Subject Proposal

The proposed consent is to sever a 39.54 hectare of vacant land and to retain a 52.54 hectare lot containing an existing house and farm buildings. We understand that the severance is to re-establish two parcels that inadvertently merged.

Site Description

The property has frontage on Highway 10, Sideroad 10, Concession Road 2, and Williams Lake Road. Countryside Drive, which is a private road, transects the centre portion of the property. The property features a single-family dwelling on private services with an agricultural use. The property also features woodland and wetland areas.

GSCA Regulations

Portions of the subject property are regulated under Ontario Regulation 151/06: Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses. The regulated area is associated with the Provincially Significant Arnett Swamp Wetland (PSW) and the 120 metre area of interference from the PSW. The property also features other wetland/flood prone areas.

Under this regulation a permit is required from this office prior to the construction, reconstruction, erection or placing of a building or structure of any kind; any change to a building or structure that would have the effect of altering the use or potential use of the building or structures, increasing the size of the building or structure, or increasing the number of dwelling units in the building or structure; site grading; or, the temporary or permanent placing, dumping or removal of any material originating on the site or elsewhere, if occurring within the regulated area. Also, a permit is required for interference with a wetland, and/or the

Member Municipalities

Municipality of Arran-Elderslie, Town of the Blue Mountains, Township of Chatsworth, Township of Georgian Bluffs, Municipality of Grey Highlands, Municipality of Meaford, City of Owen Sound, Town of South Bruce Peninsula

straightening, changing, diverting or in any way interfering with an existing channel of a river, lake, creek stream or watercourse.

No development is directly proposed at this time associated with the subject consent application.

Provincial Policy Statement 2020

3.1 Natural Hazards

Natural hazards associated with the flood and erosion potential of the wetland and flood prone areas. The hazard area is zoned 'EP – Environmental Protection' in the Township of Chatsworth Comprehensive Zoning By-law. The PPS directs development away from natural hazards. As such, any future development is to be directed outside of the areas zoned EP. GSCA is of the opinion that the proposal is consistent with the direction the Section 3.1 PPS policies.

Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Plan

The subject property is not located within an area that is subject to the Source Protection Plan.

Comments & Recommendations

GSCA has no objections to the proposed consent application to reestablish the previously existing lots. area subject to natural hazards and/or Ontario Regulation 151/06.

Regards,







Mac Plewes
Manager of Environmental Planning

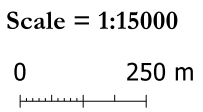
Encl. GSCA Regulation Map

c.c. Scott Mackey, GSCA Director, Township of Chatsworth
Patty Sinnamon, CAO/Clerk, Township of Chatsworth
Bradley & Susan Moran, Applicants
Cuesta Planning Consultants

GSCA: Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourse (Ontario Regulation 151/06)



-  Subject Property (Approx.)
-  ON Reg 151/06
-  Natural Hazard (EP Zone)
-  Streams



740028 Sideroad 10
 420436000503700 &
 420436000120300
 Township of Chatsworth (Holland)

Wednesday, January 31, 2024

The included mapping has been compiled from various sources and is for information purposes only. Grey Sable Conservation is not responsible for, and cannot guarantee, the accuracy of all the information contained within the map. Regulation lines were created by Grey Sable Conservation (GSC) using 1 metre contours interpolated from the Provincial (10 metre) Digital Elevation Model Versions 1 & 2 & 1:10000 scale mapping.

By accepting this map you agree not to edit the map or disclaimer without the exclusive written permission of Grey Sable Conservation. You also acknowledge that the information on this map is relevant only to the subject property and may be subject to change.

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

File: B14/2023

Owner: Bradley and Susan Moran

Description: Part Lot 11, Lot 12, Concession 1 SWTSR, and
Part Lots 11 to 15, Concession 2 SWTSR,
Geographic Township of Holland, Township of Chatsworth

Address: 740028 Sideroad 10

Assessment Roll No: 42-04-360-005-03700 and 42-04-360-001-20300

Purpose: To sever a 39.54 hectare vacant lot and to retain a 52.54 hectare
lot containing an existing house and farm buildings.

Severed Parcel: Frontage: 454.65 m
Depth: 1510 to 1631.7 m
Area: 39.54 ha

Retained Parcel: Frontage: 369.4 m
Depth: Irregular
Area: 52.54 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 FEBRUARY , 2026:**

1. THAT a D-4 Study be prepared for the severed parcel to the satisfaction of the Township of Chatsworth to ensure that the lands are secure from potential methane gas and/or leachate mitigation from the adjacent landfill site. If deemed necessary by the Township, the recommendations of the D-4 Study will need to be implemented through a Zoning By-law Amendment.
2. THAT a holding (h1) symbol be applied to the zoning of the severed parcel through a Zoning By-law Amendment for those lands identified as 'Significant Woodland' on Appendix B of the Grey County Official Plan.
3. THAT the Ministry of Transportation (MTO) confirm that an Encroachment Permit has been issued for the removal of the Provincial Highway access to/from the severed parcel, and further that the Ministry has confirmed that the access lands have been restored to the satisfaction of the MTO.
4. 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.
5. THAT any outstanding taxes to the Township be paid.

6. THAT an entrance permit has been granted to the severed lands by the appropriate road authority; and further provide the Deputy Clerk of the Township of Chatsworth with a copy of the entrance permit.
7. 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 Deputy Clerk of the Township of Chatsworth.
8. THAT the Owner's solicitor, in preparation for the issuance of the Certificate of Consent, provide to the Deputy 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".
9. THAT the Owner's solicitor give an undertaking in writing to provide to the Deputy 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 B14/2023.

Scott Mackey – Mayor

Terry McKay - Deputy Mayor

Shawn Greig - Councillor

Peter Whitten - Councillor

Elizabeth Thompson – Councillor

DATE OF DECISION:	<u>February</u> , <u>2024</u>
DATE OF NOTICE:	<u>February</u> , <u>2024</u>
LAST DAY FOR APPEAL:	<u>February</u> , <u>2024</u> *
CONDITIONS MUST BE SATISFIED BY:	<u>February</u> , <u>2026</u> **
CERTIFICATION OF CONSENT MUST BE OBTAINED BY:	<u>February</u> , <u>2026</u> **

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

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

1. Applicant Information

2. Subject Property

Municipal Address (if applicable) 583336 60 sideroad
Assessment Roll Number 420436000417300
Former Municipality: Village of Chatsworth Holland Township Sullivan Township
Lot 64 to 66 Concession 3 Registered Plan No. _____
Lot _____ Reference Plan _____

3. Dimensions of subject property (in metric)

Area: 120 hectares Frontage: 778 metres Depth: 1567 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.

not that we know of

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

6. What is the purpose of this Consent Application?

New lot	<u>yes</u>	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):** this consent file is to sever 2 parcels and retain one parcel- to create 3 parcels total 40 ha +/- distinguished by parcels A, B, and C in the drawings

Residential

Non-residential agriculture

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

	Severed Parcel	Retained Parcel
Frontage (metres)	(c) 778m	696 m
Depth (metres)	(c) 566 m	805 m
Area (square metres or hectares)	43.62+/- ha	40ha +/-
Current Use	agriculture	agriculture
Proposed Use	agriculture	agriculture

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)	none	private well	private well	private well
Sewer Servicing (Communal, Private Septic)	none	private septic	private septic	private septic
Storm Servicing (Storm Sewer, Ditches, Swales)	sheet flow	sheet flow	sheet flow	sheet flow

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	no buildings proposed at this time				
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					

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

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

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

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

File No. of Application: _____

Approval Authority: there is an identical application for this same subject parcel concerning parcel (B)

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:

this application was discussed with county, SVCA and municipal staff and an EIS has been submitted for this file

20. List the titles of any supporting documents submitted with this Application:

(ie Planning Report, Environmental Impact Study, Storm Water Management Report, etc.)

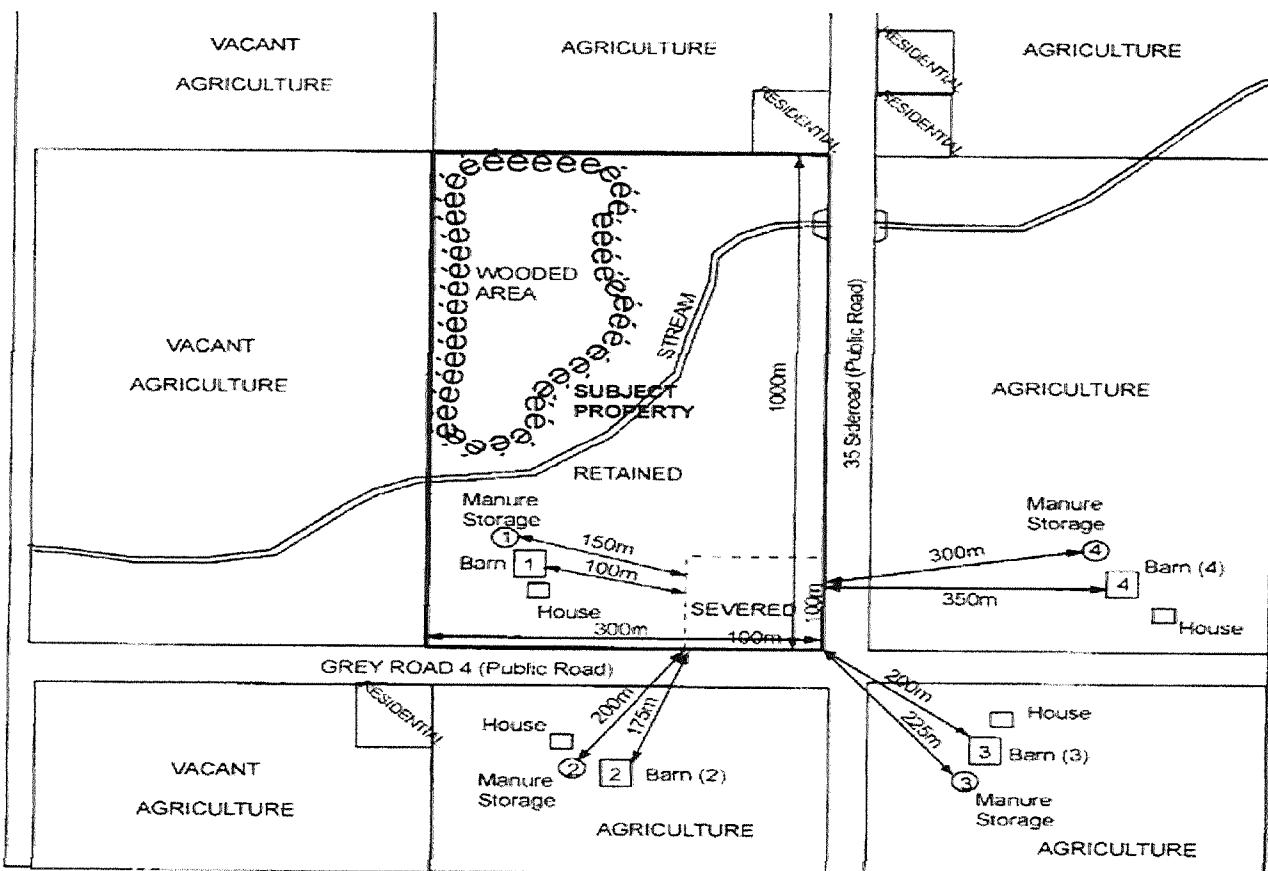
EIS

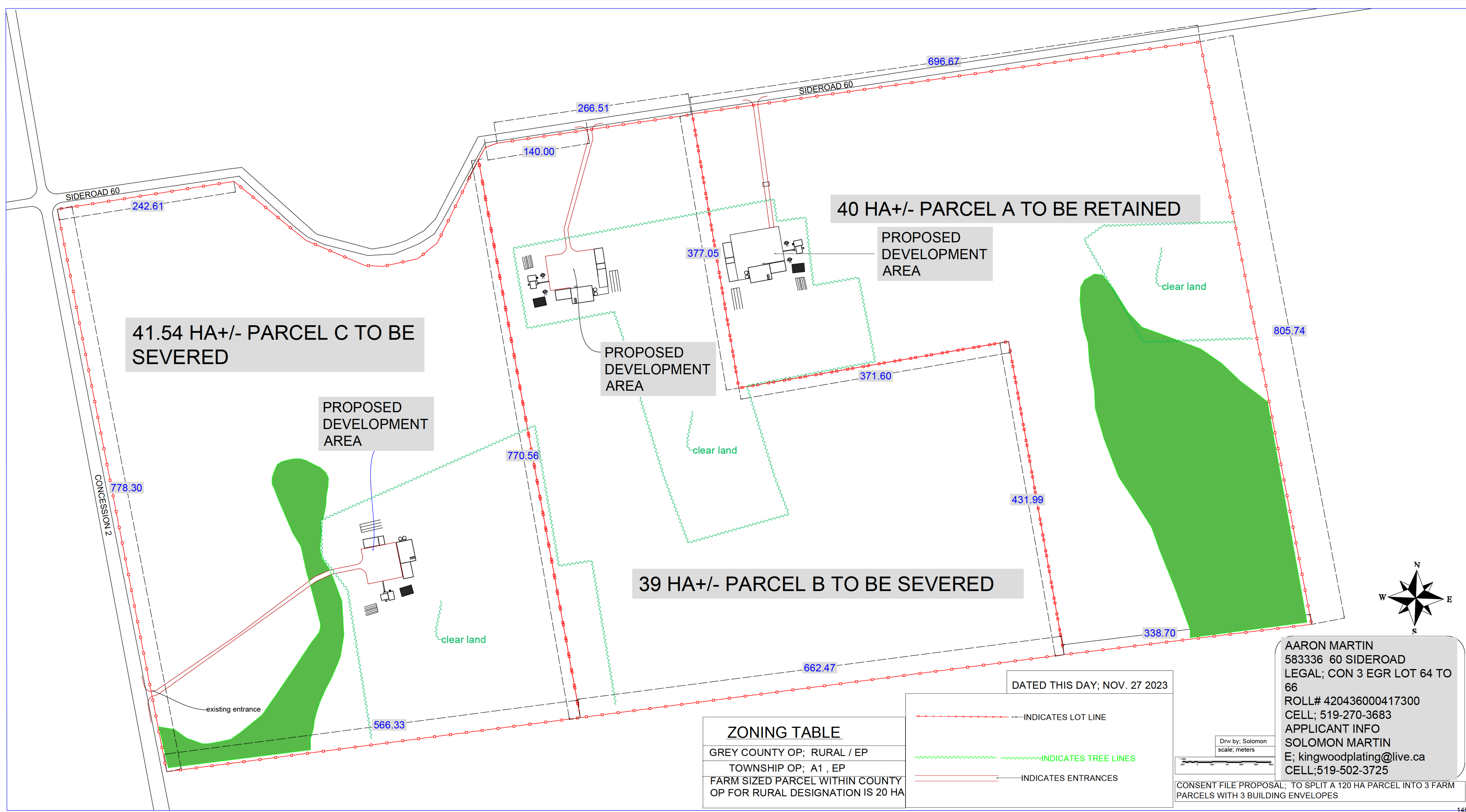
21. Required Drawing

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





41.54 HA+/- PARCEL C TO BE SEVERED

40 HA+/- PARCEL A TO BE RETAINED

39 HA+/- PARCEL B TO BE SEVERED

ZONING TABLE

GREY COUNTY OP; RURAL / EP
TOWNSHIP OP; A1 , EP
FARM SIZED PARCEL WITHIN COUNTY OP FOR RURAL DESIGNATION IS 20 HA

DATED THIS DAY; NOV. 27 2023

- INDICATES LOT LINE
- INDICATES TREE LINES
- INDICATES ENTRANCES

AARON MARTIN
 583336 60 SIDEROAD
 LEGAL; CON 3 EGR LOT 64 TO 66
 ROLL# 420436000417300
 CELL; 519-270-3683
APPLICANT INFO
SOLOMON MARTIN
 E; kingwoodplating@live.ca
 CELL; 519-502-3725

Drw by: Solomon
 scale: meters

CONSENT FILE PROPOSAL; TO SPLIT A 120 HA PARCEL INTO 3 FARM PARCELS WITH 3 BUILDING ENVELOPES

1. Applicant Information

2. Subject Property

Municipal Address (if applicable) 583336 60 sideroad

Assessment Roll Number 420436000417300

Former Municipality: Village of Chatsworth Holland Township Sullivan Township

Lot 64 to 66 Concession 3 Registered Plan No. _____

Lot _____ Reference Plan _____

3. Dimensions of subject property (in metric)

Area: 120 hectares Frontage: 778 metres Depth: 1567 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.

not that we know of

5. What is the existing use of the subject property? vacant agriculture/old building site fallen down

6. What is the purpose of this Consent Application?

New lot	<input checked="" type="checkbox"/> <u>new lots</u>	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): this consent file is to sever 2 parcels and retain one parcel - to create 3 40+/- ha parcels as shown in drawings and all 3 farms will be actively farmed with a future maple syrup operation expected

Residential

Non-residential

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

	Severed Parcel	Retained Parcel
Frontage (metres)	(a)=728m (b)=266.51 m	(a)=696 m
Depth (metres)	(a)=568 m (b)= 785 m	(a)=805 m
Area (square metres or hectares)	(a)= 42.62 ha (b)= 39+/- ha	(a)= 40+/- ha
Current Use	all in agriculture	agriculture
Proposed Use	agriculture	agriculture

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)		private well		private well
Sewer Servicing (Communal, Private Septic)	none	private septic	none	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	no buildings proposed on any of these parcels at this time this would be a future thing				
Existing Building No. 4	once the owners sons want to start farming				
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					

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

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

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

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 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 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:

this consent proposal was thoroughly discussed with staff at municipal and county levels as well as SVCA and an EIS has been completed to support this proposal

20. List the titles of any supporting documents submitted with this Application:

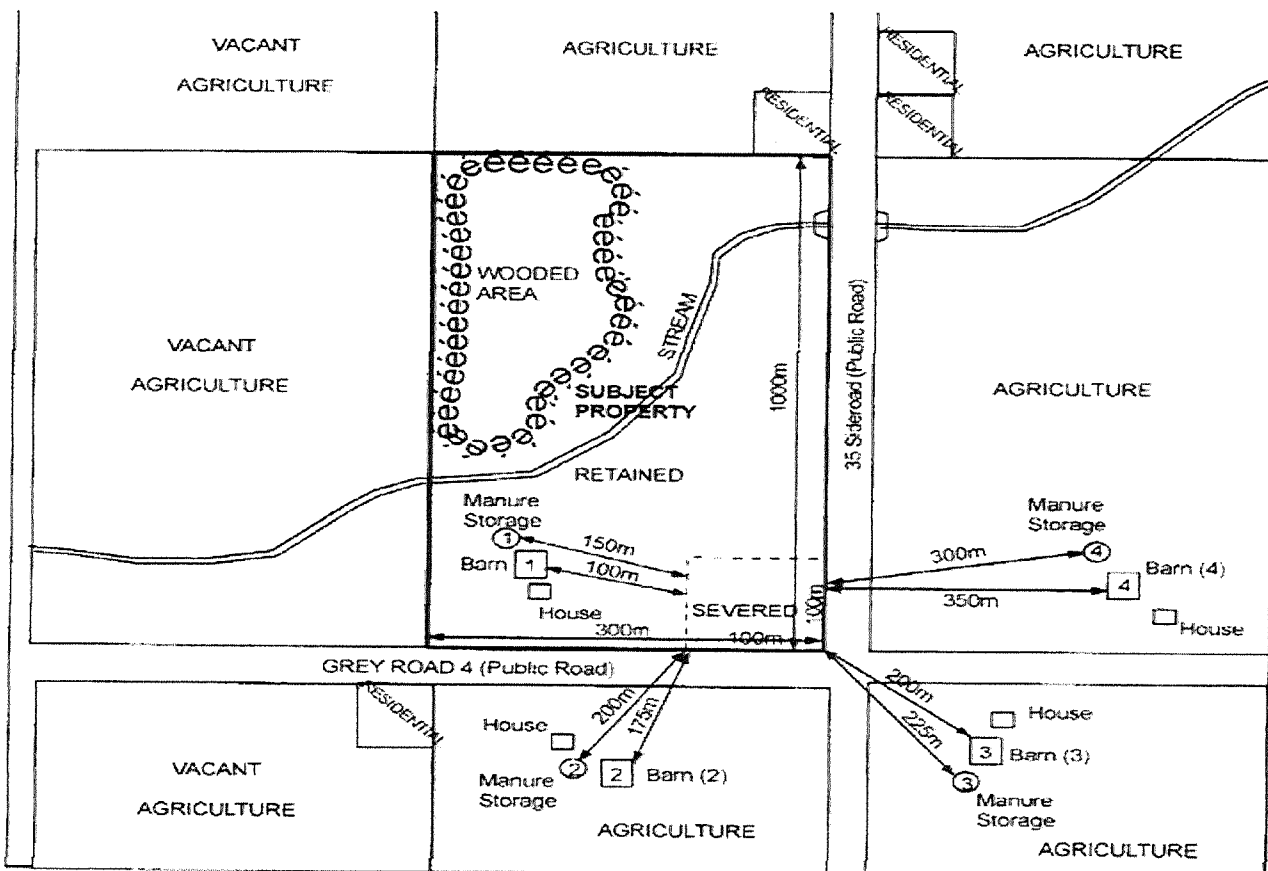
(ie Planning Report, Environmental Impact Study, Storm Water Management Report, etc.)
EIS

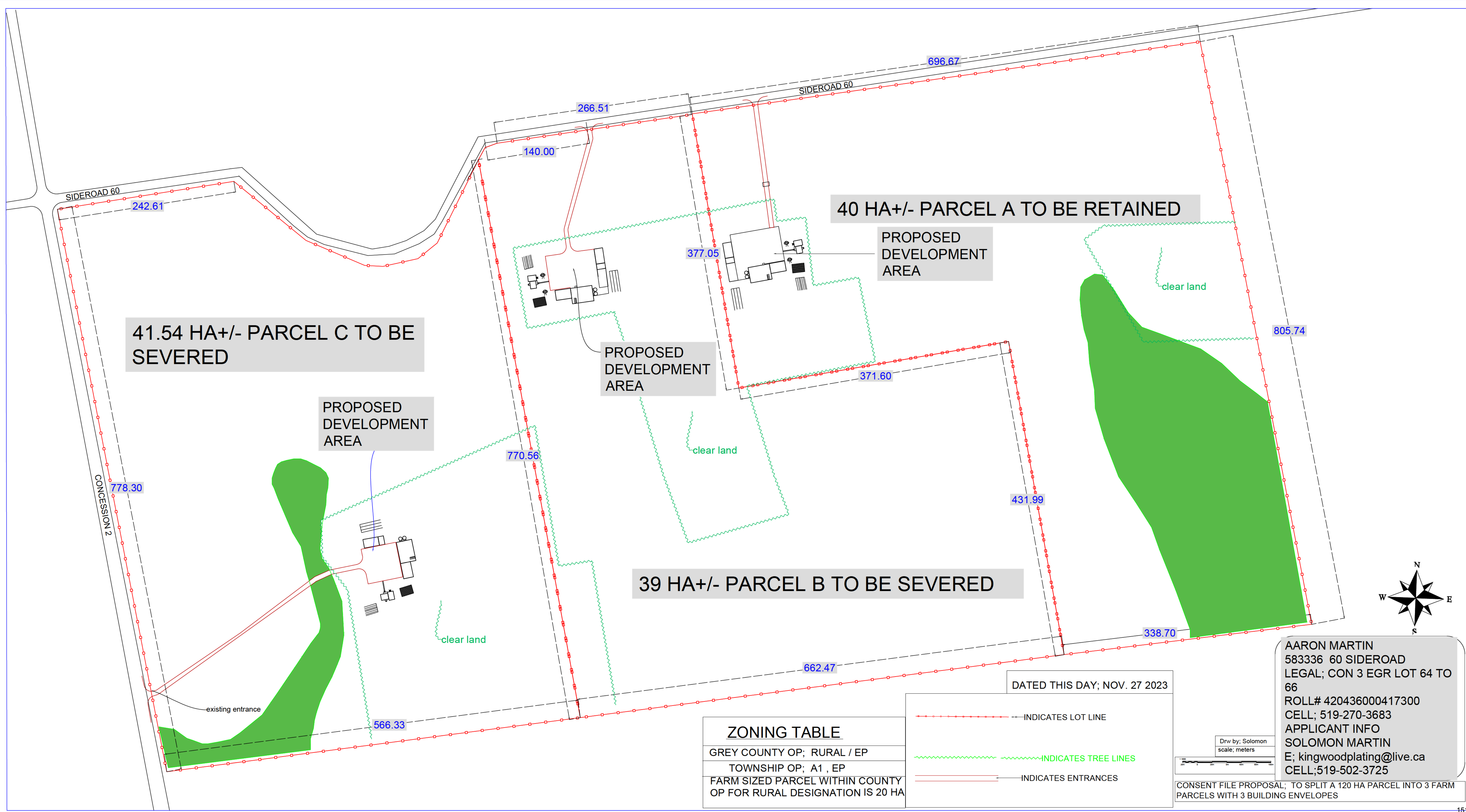
21. Required Drawing

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





41.54 HA+/- PARCEL C TO BE SEVERED

40 HA+/- PARCEL A TO BE RETAINED

39 HA+/- PARCEL B TO BE SEVERED

PROPOSED DEVELOPMENT AREA

PROPOSED DEVELOPMENT AREA

PROPOSED DEVELOPMENT AREA

ZONING TABLE

GREY COUNTY OP; RURAL / EP
TOWNSHIP OP; A1 , EP
FARM SIZED PARCEL WITHIN COUNTY OP FOR RURAL DESIGNATION IS 20 HA

INDICATES LOT LINE

INDICATES TREE LINES

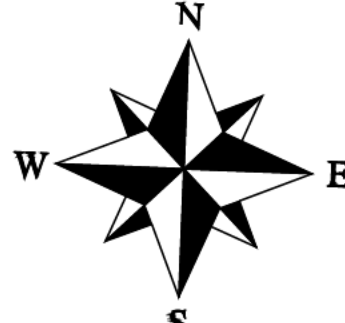
INDICATES ENTRANCES

DATED THIS DAY; NOV. 27 2023

Drw by: Solomon
scale: meters

CONSENT FILE PROPOSAL; TO SPLIT A 120 HA PARCEL INTO 3 FARM PARCELS WITH 3 BUILDING ENVELOPES

AARON MARTIN
583336 60 SIDEROAD
LEGAL; CON 3 EGR LOT 64 TO 66
ROLL# 420436000417300
CELL; 519-270-3683
APPLICANT INFO
SOLOMON MARTIN
E; kingwoodplating@live.ca
CELL; 519-502-3725



Part of Lot 64, 65 and 66 Concession 3 in the
Geographic Township of Holland

November 2023

Environmental Impact Study



Prepared For:
Aaron Martin

Prepared By:
Sumac Environmental Consulting
200 Muirfield Drive
Barrie, Ontario, L4N 6K7



Sumac Environmental Consulting
200 Muirfield Drive, Barrie Ontario, L4N 6K7
(249) 880-4676
sumacenvironmental@gmail.com
www.sumacenvironmental.ca

November 21, 2023

SEC 23-017

c/o Solomon Martin
Kingwood Industries Inc.
1730 Chalmers Forrest Road, R.R.2
Wellesley, Ontario
N0B 2T0

Attention: Aaron Martin

Re: **Environmental Impact Study at Part of Lot 64, 65 and 66 Concession 3 in the Geographic Township of Holland**

Dear Mr. Martin,

Thank you for retaining Sumac Environmental Consulting to prepare an Environmental Impact Study (EIS) at Part of Lot 64, 65 and 66 Concession 3 in the Geographic Township of Holland.

The following report identifies the form and function of natural heritage on the subject property and adjacent lands and assesses the potential impacts to said features with respect to a proposed lot severance. Recommendations and mitigation strategies have been included. This report has been prepared for Aaron Martin and the undersigned accepts no responsibility for future use by other parties.

We thank you for the opportunity to be part of this project and should you have any questions, please do not hesitate to contact the undersigned.

Sumac Environmental Consulting

A handwritten signature in cursive script, appearing to read "C Fligg".

Cassandra Fligg, M.Sc.
Environmental Consultant

A handwritten signature in cursive script, appearing to read "Nathan Fligg".

Nathan Fligg, M.Sc.
Environmental Consultant/GIS Technician

Report Summary

Sumac Environmental Consulting has prepared an Environmental Impact Study at Part of Lot 64, 65 and 66 Concession 3 in the Geographic Township of Holland. It is our understanding that an Environmental Impact Study has been requested by the County of Gray, Township of Chatsworth and Saugeen Valley Conservation Authority in response to a proposed severance application that would create three (3) new lots. Site visits were carried out in 2023 to examine natural features that have the potential of being impacted by a proposed development on the severed lots. A Species at Risk Habitat Assessment was completed to screen for absent, candidate and confirmed habitat of endangered and threatened species. A Species Wildlife Habitat (SWH) Assessment was completed to screen for absent, candidate and confirmed SWH. Wetland, significant woodland, habitat of endangered and threatened species and significant wildlife habitat was identified on the subject property. The proposed developments are generally situated a minimum of 30 m from wetland and 10 m from significant woodland. Significant impacts to habitat of endangered and threatened species and significant wildlife habitat are not anticipated, should the proponent follow the recommendations provided herein, including re-planting trees and registering the proposed activity for the appropriate conditional exemption under Ontario Regulation 829/21 and carry out the associated requirements identified through the registration process prior to the onset of site works.

The recommendations provided in Section 8.2 are summarized as follows:

- All disturbed sites should be re-seeded and planted with native non-invasive species.
- Installation of tree preservation hoarding and a silt fence to protect significant woodland and control sedimentation during construction (Figure 3).
- Preparing an emergency response plan for all works involving machinery in case of fluid leaks.
- Avoidance of tree clearing and vegetation removal between March 15 and November 30 of any given year.
- Carryout alterations to existing laneways that contain mapped ephemeral streams under 'dry' conditions (~late summer/fall).
- Registering activity under Ont. Reg. 829/21 prior to the onset of site works.
- Site plan should be designed to maintain existing overland flow patterns and ensure infiltration will match pre- and post-construction.
- Encountered wildlife should be allowed to exit the site on their own, via safe routes, or be removed/relocated by qualified wildlife service providers working in accordance with applicable laws.
- Re-plant 90 non-invasive native trees directly adjacent to the significant woodland feature and preferably in the CUW1 community that borders Concession Road 2.

Key Staff

Environmental Consultant – Cassandra Fligg, M.Sc.

Mrs. Fligg received a master's degree in science from Lakehead University in 2018. She is proficient in the preparation of natural heritage reports in southern and central Ontario, particularly those that include policy of the Lake Simcoe Protection Plan, Greenbelt Plan, Oak Ridges Moraine Conservation Plan and Niagara Escarpment Plan. Mrs. Fligg has prepared species at risk screenings to the satisfaction of the Ministry of Environment, Conservation and Parks and assisted proponents in demonstrating avoidance to the harm and/or destruction of species at risk and their habitat, and navigated proponents through the overall benefit permit process where complete avoidance was not possible. Mrs. Fligg is a certified arborist as recognized by the International Society of Arboriculture, certified butternut health assessor as recognized by the Ministry of Natural Resources and Forestry, certified level 2 backpack electrofisher (crew leader) and has completed a fish identification workshop, turtle identification and handling workshop, and diatom algae culture and isolation workshop.

Environmental Consultant – Nathan Fligg, M.Sc.

Mr. Fligg is a well-versed ecologist with more than 15 years experience in both plant and wildlife identification. He is actively building on his identification skills and knowledge through the review of relevant flora literature and the undertaking of field studies for Sumac's natural heritage reports and species at risk screenings in southern and central Ontario. Mr. Fligg completed an undergraduate degree in Environmental Sustainability and further went on to receive a master's degree in science from Lakehead University. He is a provincially certified wetland evaluator, certified butternut health assessor, certified level 2 backpack electrofisher and is experienced in the safe handling and release of small mammals, fish, amphibians and reptiles.

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1.0 Introduction

Sumac was retained to prepare an Environmental Impact Study (EIS) at Part of Lot 64, 65 and 66 Concession 3 in the Geographic Township of Holland (hereinafter referred to as the 'subject property'). It is our understanding that the landowner wishes to sever the subject property to create three (3) new lots.

The subject property is a vacant lot, consisting of regenerating agricultural plots and natural cover (Figure 1). The non-provincially significant wetland, Dornoch Swamp, is located approximately 360 m southwest of the subject property. The provincially significant wetland, Negro Lakes, is located approximately 1.4 km northwest of the subject property. The provincially significant Area of Natural and Scientific Interest (Life Science), Harrison Lake and Fen is located approximately 4.8 km west of the subject property. The surrounding area is predominantly composed of natural cover and agricultural lands.

2.0 Planning Context

2.1. Provincial

2.1.1. Endangered Species Act

Ontario's *Endangered Species Act* (ESA) provides protection, designation, recovery and other relevant aspects of conservation for species at risk, including habitat protection in the Province.

As per Section 9 (1) of the ESA, no person shall

- a. kill, harm, harass, capture or take a living member of a species that is listed on the Species at Risk in Ontario List as an extirpated, endangered or threatened species;
- b. possess, transport, collect, buy, sell, lease, trade or offer to buy, sell, lease or trade,
 - (i) a living or dead member of a species that is listed on the Species at Risk in Ontario List as an extirpated, endangered or threatened species,
 - (ii) any part of a living or dead member of a species referred to in subclause (i),
 - (iii) anything derived from a living or dead member of a species referred to in subclause (i); or
- c. sell, lease, trade or offer to sell, lease or trade anything that the person represents to be a thing described in subclause (b) (i), (ii) or (iii). 2007, c. 6, s. 9 (1).

As per Section 10 (1) of the ESA, no person shall damage or destroy the habitat of,

- a. a species that is listed on the Species at Risk in Ontario List as an endangered or threatened species; or
- b. a species that is listed on the Species at Risk in Ontario List as an extirpated species, if the species is prescribed by the regulations for the purpose of this clause. 2007, c. 6, s. 10 (1).

2.1.2. Provincial Policy Statement

The Provincial Policy Statement (MMAH, 2020) states that decisions affecting planning matters shall be consistent with policy statements issues under the *Planning Act*.

As per Section 2.1.4 of the PPS, development and site alteration shall not be permitted in:

- a. significant wetlands in Ecoregions 5E, 6E and 7E; and
- b. significant coastal wetlands.

As per Section 2.1.5 of the PPS, development and site alteration shall not be permitted in:

- a. significant wetlands in the Canadian Shield north of Ecoregions 5E, 6E and 7E;
- b. significant woodlands in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River);
- c. significant valleylands in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River);
- d. significant wildlife habitat;
- e. significant areas of natural and scientific interest; and
- f. coastal wetlands in Ecoregions 5E, 6E and 7E1 that are not subject to policy 2.1.4(b)

unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.

As per Section 2.1.6 of the PPS, development and site alteration shall not be permitted in fish habitat except in accordance with provincial and federal requirements.

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

As per Section 2.1.8 of the PPS, development and site alteration shall not be permitted on adjacent lands to the natural heritage features and areas identified in policies 2.1.4, 2.1.5, and 2.1.6 unless the ecological function of the adjacent lands has been evaluated and it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.

2.2. Municipal

2.2.1. Recolour Grey

The County of Grey Official Plan (office consolidation 2023) identifies the following land use designations and/or features on the subject property:

- Rural;
- Hazard Lands;
- Significant Woodlands; and
- Other Wetlands.

As per Section 7.2 of the County of Grey Official Plan (office consolidation 2023), new development shall generally be directed away from Hazard lands.

As per Section 7.3.2 of the County of Grey Official Plan (office consolidation 2023), no development or site alterations are permitted within Other Wetlands or their adjacent lands, shown on Appendix B, or as identified by conservation authorities, unless it has been demonstrated that there will be no negative impacts on the natural features or on their ecological functions.

As per Section 7.4 1) of the County of Grey Official Plan (office consolidation 2023), 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.

As per Section 7.9 2) of the County of Grey Official Plan (office consolidation 2023), no development will be permitted within 30 metres of the banks of a stream, river, or lake unless an environmental impact study prepared in accordance with Section 7.11 of this Plan concludes setbacks may be reduced and/or where it has been determined by the appropriate conservation authority these setbacks may be reduced. Landowners are encouraged to forest the areas within 30 metres of any stream to maintain and improve fish habitat, ecological function of the stream, and to increase natural connections.

As per Section 7.10 1) of the County of Grey Official Plan (office consolidation 2023), development and site alteration is not permitted within, Significant Wildlife Habitat (including Deer Wintering Yards), and their adjacent lands, unless it has been demonstrated through an acceptable environmental impact study, completed in accordance with Section 7.11 of this Plan, that there will be no negative impacts on the natural features or their ecological functions.

As per Section 7.10 2) of the County of Grey Official Plan (office consolidation 2023), no development or site alteration will be permitted within the Habitat of Threatened / Endangered Species adjacent lands except in accordance with provincial and federal requirements. No development or site alteration will be permitted within the adjacent lands to these areas unless it has been demonstrated through an environmental impact study that there will be no negative impacts on the natural features or their ecological functions.

2.2.2. Township of Chatsworth Comprehensive Zoning By-Law

As per the Township of Chatsworth Comprehensive Zoning By-law (office consolidation 2018), the following zones have been mapped on the subject property:

- Rural; and
- Environment Protection.

As per Section 6.1 of the Township of Chatsworth Comprehensive Zoning By-law (office consolidation 2018), permitted uses in the Rural Zone include the following:

- a) Forestry, conservation and agricultural uses, including intensive agricultural operations and commercial greenhouses, riding and boarding stables;
- b) One single detached dwelling on a lot;
- c) Home industry;
- d) Home occupation;
- e) Bed and Breakfast;
- f) Wayside pits and quarries;
- g) Uses, buildings or structures accessory to a permitted use;
- h) An accessory apartment dwelling unit within a detached dwelling in accordance with Section 5.2; and
- i) An accessory dwelling unit within a detached accessory structure in accordance with Section 5.3.

As per Section 24.1 of the Township of Chatsworth Comprehensive Zoning By-law (office consolidation 2018), permitted uses in the Environmental Protection Zone include the following:

- a) Existing agricultural uses excluding intensive agricultural operations;
- b) Uses connected with the conservation of water, soil, wildlife and other natural resources;
- c) Forestry;
- d) Passive recreation use; and
- e) Public park.

As per Section 24.2 a) of the Township of Chatsworth Comprehensive Zoning By-law (office consolidation 2018), notwithstanding any other provisions of this By-law to the contrary, no buildings or structures shall be erected within the Environmental Protection (EP) zone other than those required for conservation purposes and those permitted by Subsection 5.16.

As per Section 24.2 b) of the Township of Chatsworth Comprehensive Zoning By-law (office consolidation 2018), the Environmental Protection Zone boundaries identified on the Schedules to this By-law are intended to generally identify areas of existing or potential natural hazards and other environmentally sensitive lands.

2.3. Watershed

2.3.1. Environmental Planning and Regulations Policies Manual

As per Section 3.5.3-1 of the Environmental Planning and Regulations Policies Manual (SVCA, 2018), Saugeen Valley Conservation Authority (SVCA) will recommend that any lots created through plan of subdivision or consent are set back a distance to be determined through the completion of a technical report or an Environmental Impact Study (EIS), to the satisfaction of SVCA and consistent with provincial and municipal policy from the limit of the following:

- major and minor valley systems;
- erosion hazards;
- flooding hazards;
- significant woodlands;
- significant wildlife habitat;
- significant habitat of threatened and endangered species;
- regionally and provincially significant life science ANSIs;
- Provincially Significant Wetlands;
- Lake Huron shoreline;
- watercourses; and
- other environmentally sensitive areas.

As per Section 3.5.3-2 of the Environmental Planning and Regulations Policies Manual (SVCA, 2018), lot creation by individual severance may be permitted provided there is a sufficient lot area outside of the significant natural area, hazardous land and/or erosion access allowance to accommodate the proposed development.

As per Section 3.5.3-3 of the Environmental Planning and Regulations Policies Manual (SVCA, 2018), SVCA will not recommend the creation of new lots unless it has been confirmed that a suitable building envelope exists that is consistent with relevant SVCA requirements. This

includes sufficient space within the suitable building envelope to incorporate necessary infrastructure including private sewage disposal systems, wells, driveway and parking areas.

As per Section 3.5.3-5 of the Environmental Planning and Regulations Policies Manual (SVCA, 2018), SVCA will not recommend the creation of new lots where new access is required through sensitive habitat (e.g. wetlands) without confirmation that the impacts will be mitigated via the submission of natural heritage and/or natural hazard studies.

As per Section 3.7.9 of the Environmental Planning and Regulations Policies Manual (SVCA, 2018), the Authority shall encourage municipalities to place a 15 metre protective zoning on watercourse buffers on each side of the watercourse.

As per Section 4.13-4 of the Environmental Planning and Regulations Policies Manual (SVCA, 2018), development is not generally permitted within 30 metres of the boundary of a wetland.

3.0 Background Review

The following resources were reviewed to gain a deeper understanding of natural heritage feature(s) with the potential of occurring on the subject property and adjacent lands (i.e., up to 120 m):

- Atlas Square No. 17NK10 of the Ontario Butterfly Atlas;
- Atlas Square No. 17NK10 of the Ontario Reptile and Amphibian Atlas;
- Atlas Square No. 17NK1209, 17NK1306, 17NK1506 and 17NK1607 of the Natural Heritage Information Centre;
- Atlas Square No. 17TNK10 of the Ontario Breeding Bird Atlas;
- County of Grey Official Plan (office consolidation 2023);
- E-bird;
- iNaturalist;
- Land Information Ontario; and
- Township of Chatsworth Comprehensive Zoning By-law (office consolidation 2018).

Given the relevant planning jurisdiction, the following features are being considered in the EIS, where applicable to the subject property and adjacent lands:

- Fish habitat;
- Habitat of endangered and threatened species;
- Major and minor valley systems;
- Regionally and provincially significant life science ANSIs;

- Significant wildlife habitat;
- Significant woodlands;
- Watercourses; and
- Wetland.

4.0 Characterizing the Natural Environment: Approach and Methodology

The terms a reference was submitted to the County of Grey, Township of Chatsworth and SVCA for review to better define the purpose and structure of the EIS (Appendix A).

4.1. Vegetation

4.1.1. Botanical Inventory

A vascular plant inventory on the subject property was completed on August 16, 2023.

4.1.2. Vegetation Communities

Orthographic imagery of the subject property and adjacent lands provided by the Ministry of Natural Resources and Forestry (MNRF) Make-a-Map Tool was used for the basis of Ecological Land Classification (ELC) and further refined through a ground-truthing exercise on August 16, 2023. Vegetation communities were classified following protocol of the Ecological Land Classification (ELC) for Southern Ontario (Lee, H. et al., 1998) and associated Vegetation Type List (Lee, H., 2008), where applicable.

4.2. Fish Habitat

Fish habitat is defined in subsection 2(1) of the *Fisheries Act* to include all waters frequented by fish and any other areas upon which fish depend directly or indirectly to carry out their life processes. The subject property was screened for surface water features (e.g., ephemeral/intermittent/perennial streams, vernal pools, inland lakes) on April 19, May 15, and August 16 of 2023. Identified surface water features were mapped, characterized and assessed for their potential to function as fish habitat.

4.3. Habitat of Endangered and Threatened Species

For the purpose of this study, we have defined “Species at Risk” (SAR) to include species designated special concern, threatened and endangered under O. Reg. 230/08 in accordance with the ESA. Species occurrence data from sources outlined in Section 3.0 of this report was used to determine which species at risk are known to occur in proximity to the subject property. An Ecological Land Classification (ELC) exercise was completed to identify potential habitat opportunities for the listed species at risk. A SAR Habitat Assessment was completed to identify candidate, confirmed and absent SAR habitat on the subject property.

4.3.1. Birds

Three (3) dawn breeding bird surveys were completed on June 03, June 15 and June 28 of 2023 in general accordance with grassland survey protocol (MNR, 2014). Surveys were completed within the first four (4) hours after sunrise between May 21 and July 3 and spaced a minimum of 7-10 days apart from one another. Surveys were not completed during events of precipitation, fog or high winds (i.e., up to 3 on the Beaufort wind scale). Two (2) point count stations were used to carry out the surveys (Figure 2). The survey conditions were as follows:

Date	Surveyor	Time	Temp.	Cloud Cover	Wind	Precip.
June 3, 2023	N. Fligg	0555-0930	16°C	10%	B2	Nil.
June 15, 2023	N. Fligg	0520-0600	12°C	60%	B1	Nil.
June 28, 2023	N. Fligg	0600-0830	16°C	50%	B1	Nil.

Two (2) dawn breeding bird surveys were completed on June 3 and June 28 of 2023 in general accordance with dawn breeding bird survey protocol (OBBA, 2001). Surveys were completed within the first five (5) hours after dawn between May 24 and July 10. The first survey was completed before June 15 and the second survey was completed after June 15. Surveys were not completed during events of precipitation, fog or high winds (i.e., up to 3 on the Beaufort wind scale). Nine (9) point count stations were used to carry out the surveys (Figure 2). The survey conditions were as follows:

Date	Surveyor	Time	Temp.	Cloud Cover	Wind	Precip.
June 3, 2023	N. Fligg	0555-0930	16°C	10%	B2	Nil.
June 28, 2023	N. Fligg	0600-0830	16°C	50%	B1	Nil.

Three (3) nocturnal surveys for common nightjars were completed following the guidance document Survey Protocol for Eastern Whip-poor-will (*Caprimulgus vociferus*) in Ontario (MNR, 2014). Two (2) point count stations were used to conduct each survey (Figure 2). The survey conditions were as follows:

Date	Surveyor	Time	Illumination	Temperature	Cloud Cover	Wind	Precipitation	Moon Visible?
May 31, 2023	N. Fligg	2140-2215	93%	20°C	30%	B1	Nil.	Yes
June 06, 2023	N. Fligg	0250-0315	94%	14°C	30%	B2	Nil.	Yes
June 28, 2023	N. Fligg	2329-2359	76%	12°C	25%	B0	Nil.	Yes

4.3.2. Mammals

The subject property was screened for rock or similar features and structures with the potential of providing roosting habitat for Eastern small-footed myotis and little brown myotis.

The forested communities on the subject property were screened for the potential of providing roosting habitat for little brown myotis, Northern myotis and tri-colored bat in accordance with the most current version of the guidance document Treed Habitats - Maternity Root Surveys provided by the MECP to Sumac's office.

Plot-based surveys for snag/cavity trees were completed in the forested communities that have the potential to be impacted by the proposed development in general accordance with the protocol described in the Treed Habitats - Maternity Root Surveys guidance document as provided by the MECP in 2022. The mapping exercise were completed by Sumac staff on April 19, 2023 during leaf-off conditions. Data collected from these exercises were used to calculate snag density in efforts of identifying high quality potential maternity roost habitat.

4.3.3. Vascular Plants

The subject property was screened for butternut and black ash during Sumac's field investigations.

4.4. Wetland

The subject property and adjacent lands were screened for wetland feature(s) and delineated following guidelines as described by the Ontario Wetland Evaluation System by a qualified wetland evaluator on August 16, 2023. A spring frog survey was completed in April, May and June of 2023 in accordance with the Marsh Monitoring Protocol to further evaluate the function of wetland feature(s) that were identified on the subject property. Eight (8) survey stations were used to conduct each survey (Figure 2).

4.5. Wildlife

Incidental observations of wildlife signs (e.g., scat, tracks, remains of food, claw marks on trees or shrubs, trails or corridors, stunted vegetation, stick nests, turned stones) on the subject property were noted during Sumac's field investigations. Larval observations in candidate amphibian breeding sites were noted during Sumac's spring field investigations, if present.

The potential for Significant Wildlife Habitat (SWH) on the subject property was assessed following criteria and thresholds outlined in the Significant Wildlife Habitat Criteria Schedules for Ecoregion 6E (MNRF, 2015).

4.6. Woodland

‘Woodlands’ as defined in the County of Grey Official Plan (office consolidation 2023) was used to identify wooded areas. Section 7.3.2 of the Natural Heritage Reference Manual for Natural Heritage Policies of the Provincial Policy Statement (MNRF, 2005) was used to delineate woodland patches. Woodland significance was evaluated based on the recommended criteria and standards as described in Section 7.4 of the County of Grey Official Plan (office consolidation 2023).

5.0 Data Analysis

5.1. Vegetation

5.1.1. Botanical Inventory

A list of vascular plant species for the vegetation communities that extend onto the subject property has been provided for reference (Table 1).

5.1.2. Vegetation Communities

The subject property contained 19 distinct communities (Figure 2):

1. CUM1 Mineral Cultural Meadow Ecosite: Approximately 27.4 ha of cultural meadow occurred across the subject property. These areas were dominated by upland graminoids and forbs (e.g., smooth brome, Canada goldenrod, wild carrot, Canada thistle).
2. CUP3 Coniferous Plantation: Approximately 3.5 ha of coniferous plantation occurred at the southern extent of the subject property. A pioneer-aged treed community consisted mostly of Eastern white pine and European larch with an well vegetated shrub layer consisting of red raspberry and red-osier dogwood. The groundlevel was well vegetated with forbs and a few graminoids (e.g., red clover, garden bird’s foot trefoil, smooth brome).
3. CUP3-1 Red Pine Coniferous Plantation Type: Approximately 1.6 ha of red pine plantation occurred at the central portion of the subject property. This community was dominated by rows of pioneer-aged red pines. Groundlevel vegetation consisted of graminoids and forbs (e.g., red clover, garden bird’s foot trefoil, smooth brome).
4. CUP3-2 White Pine Coniferous Plantation Type: Approximately 16.2 ha of white pine plantation occurred at the northern extent of the subject property. The canopy was dominated by uniform rows of mid-aged Eastern white pine. A subcanopy consisted mostly of sugar maple and white ash. A well vegetated shrub layer consisted of a variety of species (e.g., red-osier dogwood, red raspberry, European buckthorn). The groundlevel was well vegetated with forbs (e.g., calico aster, Canada goldenrod, wild basil, wild strawberry).

5. CUP3-8 White Spruce-European Larch Coniferous Plantation Type: Approximately 3.3 ha of white spruce-European larch plantation occurred at the north extent of the subject property. The canopy was dominated by mid-aged white spruce. Understory vegetation was sparse, consisting mostly of successional hardwoods, shrubs and forbs (e.g., white ash, sugar maple, European buckthorn, common dandelion).
6. CUW1 Mineral Cultural Woodland Ecosite: Approximately 6.6 ha of cultural woodland occurred at the western portion of the subject property. Patchy to open tree cover consisted mostly of young to mid-aged Scots pine and to a lesser extent, Eastern white cedar and sugar maple. A moderately vegetated shrub layer consisted mostly of alternate-leaved dogwood, European buckthorn and hardwood saplings. The groundlevel was well vegetated with forbs and graminoids (e.g., wild carrot, wild bergamot, common buttercup, common milkweed, Canada goldenrod).
7. FOC4-1 Fresh-Moist White Cedar Coniferous Forest Type: Approximately 0.09 ha of white cedar coniferous forest occurred at the western portion of the subject property. The canopy was very densely vegetated with Eastern white cedar. Understory vegetation was very sparse (e.g., European buckthorn, Kentucky bluegrass, common dandelion).
8. FOD5 Dry-Fresh Sugar Maple Deciduous Forest Ecosite: Approximately 26.8 ha of sugar maple forest occurred on the subject property. The canopy was dominated by mid-aged to mature sugar maple with mixed hardwood associates (e.g., American beech, black cherry, basswood). An open understory was moderately vegetated with successional sugar maple, ash, and ironwood. The forest floor was moderately vegetated with forbs (e.g., white trillium, blue cohosh, large false Solomon's seal).
9. FOD5-10 Sugar Maple-White Birch-Poplar Deciduous Forest Ecosite: Approximately 16.8 ha of sugar maple-poplar forest occurred on the subject property. The canopy was dominated by mid-aged to mature sugar maple and trembling aspen, with mixed hardwood associates (e.g., American beech, black cherry, basswood). An open understory was moderately vegetated with successional sugar maple, ash, and ironwood. The forest floor was moderately vegetated with forbs (e.g., white trillium, blue cohosh, large false Solomon's seal).
10. FODM11 Naturalizing Deciduous Hedgerow Ecosite: Approximately 0.5 ha of a naturalizing deciduous hedgerow occurred at the perimeter of a CUM1 community along the southern extent of the subject property. The canopy consisted mostly of mature sugar maple and black cherry. A naturalizing understory consisted of successional hardwoods, shrubs and forbs (e.g., sugar maple, red raspberry, European buckthorn, Canada goldenrod).
11. FOM2-2 Dry-Fresh White Pine-Sugar Maple Mixed Forest Type: Approximately 3.4 ha of white pine-sugar maple forest occurred on the western half of the subject property. An open canopy consisted mostly of young Eastern white pine and sugar maple. Dense shrubs consisted mostly of European buckthorn, dogwood spp., and raspberry spp. The ground level was well vegetated with forbs (e.g., Canada goldenrod, wild bergamot, wild carrot).

12. FOM7-2 Fresh-Moist White Cedar-Hardwood Mixed Forest Type: Approximately 1.3 ha of white cedar-hardwood forest occurred at a portion of the southern and northern limit of the subject property. The canopy was dominated by mid-aged Eastern white cedar with mixed hardwood associates (e.g., white elm, green ash, trembling aspen). Understory was sparse consisting mostly for forbs and sedges (e.g., white snakeroot, dropping woodland sedge).
13. MAM2 Mineral Meadow Marsh Ecosite: Approximately 1.2 ha of meadow marsh occurred in three (3) areas at the western portion of the subject property. The more northern area consisted almost entirely of reed canarygrass while the more southern area was sparsely vegetated and exhibited more extensive flooding and water level fluctuations with only a small pool of water (<500 m²) persisting into late summer. The more southern area consisted of a unique mixture of forbs (e.g., garden phlox, water smartweed, flat-leaved bladderwort) and was divided by an existing laneway.
14. MAS2 Mineral Shallow Marsh Ecosite: Approximately 0.9 ha of shallow marsh occurred on the subject property. This community was dominated by graminoids (i.e., reed canarygrass cattail sp. and sedge sp.) and exhibited open channels of surface water throughout the growing season.
15. SWC1-1 White Cedar Mineral Coniferous Swamp Type: Approximately 0.8 ha of white cedar swamp occurred on the subject property. The canopy was dominated almost entirely by Eastern white cedar. Sparse ground level vegetation consisted mostly of forbs (e.g., sensitive fern).
16. SWD2 Ash Mineral Deciduous Swamp Ecosite: Approximately 1 ha of ash swamp occurred at the northern extent of the subject property, on either side of sideroad 60. The canopy was dominated by mid-aged lowland hardwood species (e.g., red ash, white elm, and red maple). A shrub layer consisted of European buckthorn and successional hardwood spp. The groundlevel was well-vegetated with forbs.
17. SWD3-2 Silver Maple Mineral Deciduous Swamp Type: Approximately 6.9 ha of silver maple swamp occurred at the southeastern corner of the subject property. The canopy was dominated by mid-aged and mature silver maple with a sub-canopy of red ash and white elm. There was an open understory and pools of seasonal flooding persisting into late summer. Groundlevel vegetation was sparse to moderate (e.g., sensitive fern, fringed sedge, bulblet bladder fern).
18. SWM Mixed Swamp: Approximately 4.6 ha of mixedwood swamp occurred at the northwestern extent of the subject property. The canopy consisted mostly of white spruce with patches of white spruce snags in low-lying depressions with seasonal flooding. Understory was sparse below white spruce canopy. Open patches with dead spruce snags were well vegetated with successional hardwood species (e.g., red ash, white elm), shrubs (e.g., red-osier dogwood) and graminoids with forbs (white snakeroot, American water horehound, reed canarygrass).
19. SWT2-5 Red-osier Mineral Thicket Swamp Type: Approximately 0.3 ha of thicket swamp occurred in three (3) areas on the western portion of the subject property. A sparse tree

layer consisted mostly of young white elm and red ash. A dense shrub layer was dominated by red-osier dogwood. The groundlevel was well vegetated with graminoids and forbs (e.g., American water horehound, sensitive fern, reed canarygrass).

5.2. Fish Habitat

The MAS2 community had observed standing water during all of Sumac's site visits. This community exhibited average water depths of approximately 0.5 m in open channels surrounded by dense emergent vegetation (e.g., broad-leaved cattail, reed canarygrass). The substrates were mostly humic organic with woody debris (i.e., twigs, sunken logs). The MAS2 community falls within the catchment area of Styx River. Records from the MNRF Aquatic Resource Area dataset suggest that the nearest reach of the Styx River is clear water, fast flowing, and contains multiple fish species (i.e., banded killifish, blacknose dace, blacknose shiner, brook trout, brown trout, common shiner, creek chub, iowa darter, johnny darter, johnny darter x tessellated darter, longnose dace, mottled sculpin, northern pearl dace, northern pike, northern redbelly dace, rainbow trout and white sucker). This community was assessed has having the potential to function as fish habitat.

Two (2) ephemeral streams were identified on the subject property (Figure 2).

An ephemeral stream was identified on the eastern half of the subject property, where seasonal flow occurred from the SWD3-2 community, westward, draining into a SWT2-5 community. Water was fast flowing and clear, with average depths of approximately 10 cm and a bankful width of 1.3 m. The stream bed was sparsely vegetated and consisted mostly of sand and gravel substrate. The stream passed through a culvert under an existing laneway from Sideroad 60.

Another ephemeral stream was located at the western half of the subject property, where a vegetated vernal pool in the MAM2 community was observed draining south to the MAS2 community near Concession Road 2. The vernal pool exhibited depths of approximately 0.5 m in spring, and was dry by mid summer. The stream was fast flowing, clear water with an average depth of 10 cm and a bankful width of 1.2 m. The stream was well vegetated with graminoids and forbs (e.g., reed canarygrass, marsh marigold, American water horehound, Canada Mint). The stream passed through a culvert under an existing laneway near Concession Road 2.

Both of the identified streams were dry by mid-summer. No fish species were observed in either stream, however, the ephemeral stream at the southwestern corner of the subject property has direct connectivity to candidate fish habitat identified in the MAS2 community and therefore, under high-flow conditions (e.g., spring freshet) has the potential to function as fish habitat.

5.3. Habitat of Endangered and Threatened Species

All birds observed during the dawn breeding bird surveys and through incidental occurrence were documented accordingly (Table 2).

The SAR Habitat Assessment (Table 3) identified candidate and confirmed habitat of the following endangered and threatened species on the subject property:

- Birds: Eastern Whip-poor-will (threatened) and least bittern (threatened);
- Mammals: Eastern small-footed myotis (endangered), little brown myotis (endangered), Northern myotis (endangered) and tri-colored bat (endangered); and
- Vascular Plants: Butternut (endangered).

5.3.1. Birds

Eastern Whip-poor-will: Eastern whip-poor-will was heard calling during the evening bird surveys. Regulated habitat for this species has been mapped accordingly (Figure 3).

5.3.2. Mammals

Eastern Small-footed Myotis: Rock features with the potential of functioning as roosting habitat for Eastern small-footed myotis were observed on the subject property and mapped accordingly (Figure 3). Foraging habitat may include treed edges and wetlands, should this species be present.

Little Brown Myotis: The FOC4-1, FOD5, FOD5-10, FODM11, FOM2-2, FOM7-2, SWC1-1, SWD2, SWD3-2 and SWM communities have the potential to contain day/maternity roosting habitat for little brown myotis. Foraging habitat may include treed edges and wetlands, should this species be present.

Northern Myotis: The FOC4-1, FOD5, FOD5-10, FODM11, FOM2-2, FOM7-2, SWC1-1, SWD2, SWD3-2 and SWM communities have the potential to contain day/maternity roosting habitat for Northern myotis. Foraging habitat may include treed edges and wetlands, should this species be present.

Tri-colored Bat: The FOD5, FOD5-10, FODM11, FOM7-2, SWD2, SWD3-2 and SWM communities have the potential to contain day/maternity roosting habitat in mature maple trees for tri-colored bat. Foraging habitat may include treed edges and wetlands, should this species be present.

5.3.3. Vascular Plants

Butternut: Several butternut trees were identified on the subject property (Figure 2).

5.4. Wetland

Seven (7) wetland communities comprised of swamp and marsh were observed on the subject property with a combined size of approximately 15.7 ha. The communities occurred in low lying depression within the same catchment area on the landscape. The dominant substrates were silty clay and silty clay loam.

The information collected from the amphibian breeding survey can be summarized as follows:

Date	Surveyor	Time	Temp.	Wind	Prec.	Species Calling	Call Code	Location
April 20, 2023	N. Fligg	2037-2215	8°C	B2	Mist	Spring Peeper	3	SWD3-2
						Chorus Frog	1-3	
						Spring Peeper	2-9	SWD2
						Wood Frog	1-1	
May 15, 2022	N. Fligg	2110-2230	13°C	B1	Nil.	Spring Peeper	3	MAS2
						Chorus Frog	1-1	SWD3-2
						Spring Peeper	3	
						Chorus Frog	1-1	SWD2
						Spring Peeper	2-12	
						Gray Treefrog	1-1	SWM
						Spring Peeper	1-1	
						Chorus Frog	1-2	
						Spring Peeper	1-1	MAM2
						Gray Treefrog	1-1	
						Spring Peeper	2-5	SWT2
						Spring Peeper	3	MAS2
Gray Treefrog	1-1							

June 19, 2022	N. Fligg	2344- 2359	18°C	B1	Nil.	Gray Treefrog	3	SWD2
						Spring Peeper	3	MAS2
						Green Frog	2-5	

5.5. Wildlife

The following wildlife were observed during Sumac’s field investigations:

- Coyote (*Canis latrans*);
- Eastern gray squirrel (*Sciurus carolinensis*);
- Northern leopard frog (*Lithobates pipiens*);
- Northern raccoon (*Procyon lotor*);
- Red fox (*Vulpes vulpes*);
- Red squirrel (*Tamiasciurus hudsonicus*);
- Red-bellied snake (*Storeria occipitomaculata*);
- White-tailed deer (*Odocoileus virginianus*); and
- Terrestrial crayfish (family Cambaridae).

The SWH Assessment (Table 4) identified six (6) candidate SWH as occurring on the subject property.

5.5.1. Seasonal Concentration Areas of Animals

Bat Maternity Colonies: The FOC4-1, FOD5, FOD5-10, FODM11, FOM2-2, FOM7-2, SWC1-1, SWD2, SWD3-2 and SWM communities have the potential of containing bat maternity roost sites.

5.5.2. Specialized Habitat of Wildlife Considered SWH

Amphibian Breeding Habitat (Woodland): The SWD2 community contained an adequate amount of breeding populations of the listed frog species to be considered as the SWH, Amphibian Breeding Habitat (Woodland).

5.5.3. Habitats of Species of Conservation Concern Considered SWH

Marsh Breeding Bird Habitat: The MAM2 community located on the northern side of Sideroad 60, as well as, the MAS2 community located at the southwestern corner of the subject property has the potential to function as the SWH, Marsh Breeding Bird Habitat.

Open Country Bird Breeding Habitat: Grasshopper sparrow and savannah sparrow were heard calling from the CUM1 community in the central portion of the subject property with probable breeding evidence.

Terrestrial Crayfish: Terrestrial crayfish chimneys were observed in the MAM2 community (Figure 3).

Special Concern and Rare Wildlife Species: Provincially rare listed species, butternut and golden-winged warbler, were observed on the subject property. Special concern species, Eastern wood-pewee, golden-winged warbler, grasshopper sparrow, monarch, Eastern ribbonsnake and snapping turtle, were observed on the subject property.

Butternut: Several butternut were identified on the subject property (Figure 3).

Golden-winged Warbler: Golden-winged warbler was heard calling during the dawn breeding bird surveys in the CUP3 community with probable breeding evidence.

Eastern Wood-pewee: Eastern wood-pewee was heard calling during the dawn breeding bird surveys in the FOD5 community on the western portion of the subject property with probable breeding evidence. This species was also heard calling from the FOD5 and FOD5-10 communities at the northern and eastern portion of the subject property with possible breeding evidence.

Grasshopper Sparrow: Grasshopper sparrow was heard calling during the dawn breeding bird surveys in the central CUM1 community with probable breeding evidence.

Monarch: All treed communities have the potential to function as resting habitat for monarch. The CUM1, CUP3, CUP3-1, CUP3-8, CUW1, MAM2 and SWT2-5 communities contained milkweed and have the potential to function as breeding and foraging habitat for monarch. The CUM1, CUP3, CUP3-1, CUW1, MAM2 and SWT2-5 had an abundance of monarch nectar sources (e.g., asters, goldenrods) and have the potential to function as foraging habitat, particularly during migration, for monarch.

Eastern Ribbonsnake: Eastern ribbonsnake has the potential to occur in or near the MAS2 community at the southwest corner of the subject property, as well as, in or near the MAM2 community on the northern side of Sideroad 60.

Snapping Turtle: The MAS2 and MAM2 community have the potential to function as suitable aquatic habitat for snapping turtle, particularly given the availability of turtle nesting habitat along Sideroad 60 and Concession Road 2.

5.6. Woodland

A woodland feature measuring approximately 85 ha in size on the subject property has been mapped and assessed as significant (Figure 3). This feature meets the minimum size threshold to be considered as ‘woodlands’ and ‘significant woodland’. Moreover, this feature likely provides significant ecological value to the local flora and fauna given the information collected through background review and in-field investigations.

6.0 Project Description

The landowner wishes to sever the subject property to create three (3) new lots. Each lot is intended to serve as a homestead including a dwelling, agricultural barns and small scale shops. The severed lots have been strategically located to ensure that sample development envelopes could be located outside of significant woodland, wetland and associated buffers to the greatest extent possible (Figure 3).

7.0 Impact Assessment

7.1. Vegetation

The following vegetation communities will be disturbed to facilitate the proposed development:

- 32,630 m² of the CUM1 community;
- 1,068 m² of the CUP3-2 community;
- 1,915 m² of the CUW1 community;
- 51 m² of the FOD5 community;
- 174 m² of the FOD5-10 community; and
- 14 m² of the MAM2 community.

7.2. Fish Habitat

The proposed development is not anticipated in the MAS2 community and therefore, direct impacts to this feature and its ability to function as fish habitat is not anticipated. The proposed development will require minor alteration of the intermittent streams to facilitate expansion of the existing laneways. It is our understanding that new culverts will be installed to maintain flow of the ephemeral streams and will be installed in such a manner that would not create a barrier to fish passage and constructed during ‘dry’ conditions (Section 8.2.4). Due to the increase in impervious surfaces resulting from the proposed development, permanent alteration of the hydrologic regime

of the identified fish habitat may occur if appropriate measures are not undertaken (Section 8.2.6). Furthermore, contamination and/or sediment deposition from construction activities may occur if appropriate measures are not undertaken (Section 8.2.2 and 8.2.3).

7.3. Habitat of Endangered and Threatened Species

7.3.1. Birds

Eastern Whip-poor-will: The proposed development will disturb 31,764 m² of Category 3 habitat for Eastern whip-poor-will. Category 3 habitat is considered to have a high level of tolerance to alteration. Given that the proposed development is concentrated at the edge of regulated habitat and will not result in the fragmentation of available habitat for Eastern whip-poor-will, significant impacts to Eastern whip-poor-will habitat are not anticipated. The proponent is encouraged to register for the appropriate conditional exemption under Ontario Regulation 829/21 and carry out the requirements identified through the registration process prior to the onsite of site works (Section 8.2.5). Sensitive timing windows for tree removal and vegetation clearing should be considered accordingly (Section 8.2.4).

7.3.1. Mammals

Eastern Small-footed Myotis: The proposed development is located outside of candidate roosting habitat for Eastern small-footed myotis and as such, direct impacts to this species are not anticipated. Sensitive timing windows for earthworks should be considered given the proximity of development to candidate roosting habitat (Section 8.2.4).

Little Brown Myotis, Northern Myotis and Tri-colored Bat: No trees assessed as having potential for providing day/maternity roosting habitat for bats in the FOD5-10 community are proposed to be removed to facilitate the construction of a new laneway. No significant removal of candidate day/maternity bat roosting sites from the FOD5 community are anticipated to facilitate the proposed development given such a small encroachment of 51 m² into said community. As such, the proposed development is not anticipated to impair or eliminate the function of habitat for supporting bat life processes. Sensitive timing windows for tree-clearing should be considered accordingly (Section 8.2.4).

7.3.2. Vascular Plants

The proposed development is located more than 50 m from identified butternut and therefore, no significant impact to butternut is anticipated. A Butternut Health Assessment may be required for the purpose of the Endangered Species Act, should future works be required within 50 m of identified butternut.

7.4. Wetland

The proposed development will require removal of a small portion of the MAM2 community located at the eastern portion of the subject property to facilitate expansion of the existing laneway. This disturbance in the amount of 14 m² is not anticipated to significantly impair the overall form and function of this feature considering the size of removal and its flora, fauna and habitats as documented throughout this report. A 30 m buffer from wetland is recommended, where possible, to mitigate indirect impacts to wetland as a result of the proposed development (Figure 3). Due to the increase in impervious surfaces resulting from the proposed development, permanent alteration of the hydrologic regime of the identified wetland may occur if appropriate measures are not undertaken (Section 8.2.6). Furthermore, contamination and/or sediment deposition from construction activities may occur if appropriate measures are not undertaken (Section 8.2.2 and 8.2.3).

7.5. Wildlife

7.5.1. Seasonal Concentration Areas of Animals

Bat Maternity Colonies: Development in the FOD5 and FOD5-10 communities is limited to tree clearing associated with expansion of existing laneways and construction of a new laneway. The size of removal from said communities is small relative to the overall size of available habitat for bat roosting that extends across the greater landscape. As such, the proposed development is not anticipated to impair or eliminate the function of habitat for supporting bat maternity processes. Sensitive timing windows for tree-clearing should be considered accordingly (Section 8.2.4).

7.5.2. Specialized Habitat of Wildlife Considered SWH

Amphibian Breeding Habitat (Woodland): The proposed development is not located in the SWD2 community and as such, no direct impacts to the SWH, Amphibian Breeding Habitat (Woodland), are anticipated. Moreover, the proposed development is located more than 30 m from the SWD2 community and as such, no indirect impacts to the SWH, Amphibian Breeding Habitat (Woodland), are anticipated.

7.5.3. Habitats of Species of Conservation Concern Considered SWH

Marsh Breeding Bird Habitat: The proposed development is located outside of the MAM2 community located on the northern side of Sideroad 60, as well as, the MAS2 community located at the southwestern corner of the subject property and as such, no direct impacts to the SWH, Marsh Breeding Bird Habitat, is anticipated. Moreover, the proposed development is located more than 30 m from the MAM2 community located on the northern side of Sideroad 60, as well as, the MAS2 community located at the southwestern corner of the subject property and as such, no indirect impacts to the SWH, Marsh Breeding Bird Habitat, is anticipated.

Open Country Bird Breeding Habitat: Habitat for grasshopper sparrow and savannah sparrow likely extend across the greater landscape measuring more than 80 ha in size, associated with agricultural plots with limited forest cover. Grasshopper sparrows generally occupy areas of available habitat ranging in size from 6 to 37 ha (COSEWIC, 2013). Savannah sparrow generally prefer areas of available habitat ranging from 8 to 16 ha (Audobon, n.d.). As such, the relatively small removal of 3.2 ha of available habitat for said species is not anticipated to discourage future use of these areas. Sensitive timing windows for vegetation removal should be considered accordingly (Section 8.2.4).

Terrestrial Crayfish: The proposed development is located outside of the area identified as having terrestrial crayfish chimneys. Moreover, the proposed development is located on the other side of Sideroad 60. As such, no direct or indirect impacts to the SWH, Terrestrial crayfish, are anticipated as a result of the proposed development.

Special Concern and Rare Wildlife Species:

Butternut: The proposed development is located outside of the general habitat area of butternut. As such, no direct or indirect impacts to butternut are anticipated as a result of the proposed development.

Golden-winged Warbler: The proposed development is located outside of the CUP3 community. As such, no impacts to golden-winged warbler habitat is anticipated as a result of the proposed development.

Eastern Wood-pewee: The relatively small amount of disturbance to the FOD5 and FOD5-10 communities is not anticipated to significantly impact Eastern wood-pewee habitat given the amount of available habitat for this species that likely extends across the greater landscape.

Grasshopper Sparrow: Available habitat for grasshopper sparrow likely extend across the greater landscape measuring more than 80 ha in size, associated with agricultural plots with limited forest cover. Grasshopper sparrows generally occupy areas of available habitat ranging in size from 6 to 37 ha (COSEWIC, 2013). As such, the relatively small removal of 3.2 ha of available habitat for said species is not anticipated to discourage future use of these areas.

Monarch: Available habitat for monarch was abundant across the subject property and likely extends across the greater landscape. Although removal of some milkweed, nectar sources and resting sites is required to facilitate the proposed development, significant

impacts to monarch habitat are not anticipated. The proponent is encouraged to landscape with native trees and wildflowers post-development to encourage pollinators such as monarch, in the local area (Section 8.2.1).

Eastern Ribbonsnake: The proposed development is not located in or near the MAS2 community at the southwest corner of the subject property, as well as, in or near the MAM2 community on the northern side of Sideroad 60. As such, no impacts to Eastern ribbonsnake habitat is anticipated as a result of the proposed development.

Snapping Turtle: No portions of the MAS2 and MAM2 communities containing suitable aquatic habitat for snapping turtle will be disturbed to facilitate the proposed development. Moreover, no candidate turtle nesting habitat is anticipated to be disturbed as a result of the proposed development.

7.6. Woodland

The proposed development will require removal of a portion of the significant woodland feature to facilitate expansion the existing laneways and construction of a new laneway. This disturbance in the amount of 1,292 m² is not anticipated to significantly impair the overall form and function of this feature considering its flora, fauna and habitats as documented throughout this report, as well as, overall size of the feature that extends across the greater landscape. Moreover, interior habitat and connectivity with natural heritage features within and adjacent to the significant woodland is not anticipated to be impaired or eliminated as a result of the proposed development. A 10 m buffer from significant woodland is recommended, where possible, to mitigate indirect impacts to this feature as a result of the proposed development (Figure 3). Trees removed from the significant woodland feature should be replaced at a 2:1 ratio (Section 8.2.8). Residual impacts to the significant woodland may occur if appropriate measures are not undertaken (Section 8.2.2).

8.0 Conclusion and Recommendations

8.1. Conclusion

Should the proponent adhere to the proposed development plan and follow the prescribed recommendations as noted below (Section 8.2), negative impacts to the overall form and function of the identified natural heritage on the subject property will be appropriately mitigated. Furthermore, it is our understanding that the proposed development as described herein would not contravene applicable environmental policy and regulations as described in Section 2.0 of this report.

8.2. Recommendations

8.2.1. Native Plantings

All disturbed sites should be re-seeded and planted with native non-invasive vegetation. A qualified biologist or landscape professional should be consulted to ensure that plantings are suitable for the subject property, given its locality and site conditions.

8.2.2. Perimeter Control

Tree preservation hoarding is recommended to protect the woodland feature. The fence should be erected prior to the onset of siteworks and must remain in place for the duration of all construction activity. The recommended location of the fence is depicted on Figure 3, however, is subject to change at the time that a site plan is prepared. We recommend diligent monitoring of said fence throughout the entirety of the development to ensure the integrity of the fence does not fail.

A silt fence should be erected prior to the onset of siteworks and must remain in place for the duration of all construction activity. The recommended location of the silt fence is depicted on Figure 3, however, is subject to change at the time that a site plan is prepared. We recommend diligent monitoring of said fence throughout the entirety of the development to ensure the integrity of the fence does not fail.

8.2.3. Preventing Entry of Deleterious Substances in Aquatic Feature(s)

Deleterious substances should never be deposited and/or enter aquatic features. A response plan should be prepared prior to the onset of site works and an emergency spill kit should be kept on-site during site activities. All machinery should be kept in a clean condition and free of fluid leaks. Washing, fueling and servicing machinery should not be completed in or near (i.e., up to 30 m) of aquatic features.

8.2.4. Sensitive Timing Window

As a precaution to protect breeding birds and bats, tree-clearing and vegetation removal should not occur between March 15 and November 30 of any given year unless otherwise directed by a qualified biologist at the time of site works. Alteration to the existing laneways that contain mapped ephemeral streams should occur in the 'dry' (~late-summer/ fall).

8.2.5. Species at Risk Conservation Fund

Due to the presence of Eastern whip-poor-will habitat in the severed lots, the proponent should register for the appropriate conditional exemption under Ontario Regulation 829/21 and carry out the requirements identified through the registration process prior to the onsite of site works. Land securement and/or fees may be required as part of the registration process.

8.2.6. Water Balance

Due to the proximity of the proposed development to water features, any grading or filling to be conducted on the subject property should be designed to maintain existing overland flow patterns and ensure infiltration will match pre- and post-development.

8.2.7. Wildlife Encounters

Any wildlife encountered during site clearing or subsequent construction activities should be allowed to exit the site on their own, via safe routes. Construction staff should not attempt to capture or handle most kinds of wildlife, unless an animal is in imminent peril or is injured and cannot wait for rescue by qualified personnel. Improper handling can result in injuries to both workers and wildlife, and may in some cases contravene provincial or federal legislation. Removal and relocation of mammals, in particular, should only be done by qualified wildlife service providers working in accordance with applicable laws (i.e., *Fish and Wildlife Conservation Act*). Observation records should include the observer's name, date and time, species, location (descriptive and georeferenced), photographs, and action taken.

8.2.8. Woodland Compensation

An estimated 45 trees will be removed from the significant woodland feature to facilitate the proposed development. We recommend re-planting 90 non-invasive native trees on the subject property to offset said tree removal. Trees should be planted directly adjacent to the significant woodland feature and preferably in the CUW1 community that borders Concession Road 2. Trees planting should be spaced a minimum of 3 m apart.

The following tree species and quantities are recommended as part of the re-planting strategy:

Common Name	Scientific Name	Quantity
Sugar Maple	<i>Acer saccharum</i>	30
Black Cherry	<i>Prunus serotina</i>	20
Eastern White Pine	<i>Pinus strobus</i>	20
Trembling Aspen	<i>Populus tremuloides</i>	10
Ironwood	<i>Ostrya virginiana</i>	10

The landowner should consult with the associated landscape professional supplying and/or planting the trees to discuss the appropriate fertilizing, watering and/or mulching schedule.

Deciduous trees should be planted in the spring, following thaw, or in the fall, during leaf-off until freeze-up. Conifers should be planted in the spring until four weeks after deciduous trees have opened their leaves, or in the fall until freeze-up.

Deciduous trees to be planted should be bare-root branched whips at a minimum height of 1.5 m. Conifers to be planted should be containerized or container grown at a minimum height of 1.5 m. All conifer should be inspected for girdling roots before planting. Conifers that have extensive girdling should not be used. Nursery stock trees should be planted as soon as possible after delivery.

9.0 References

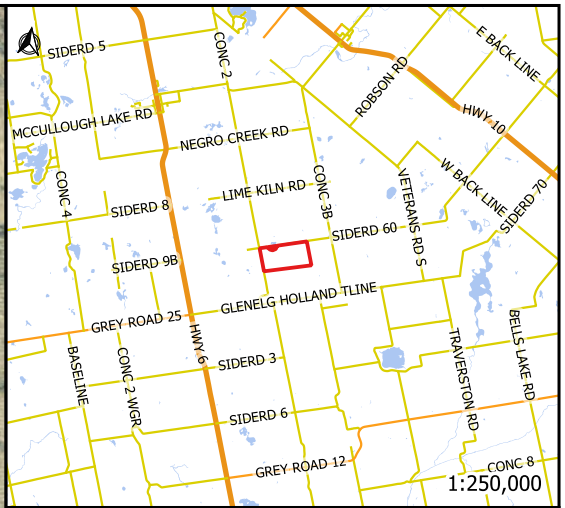
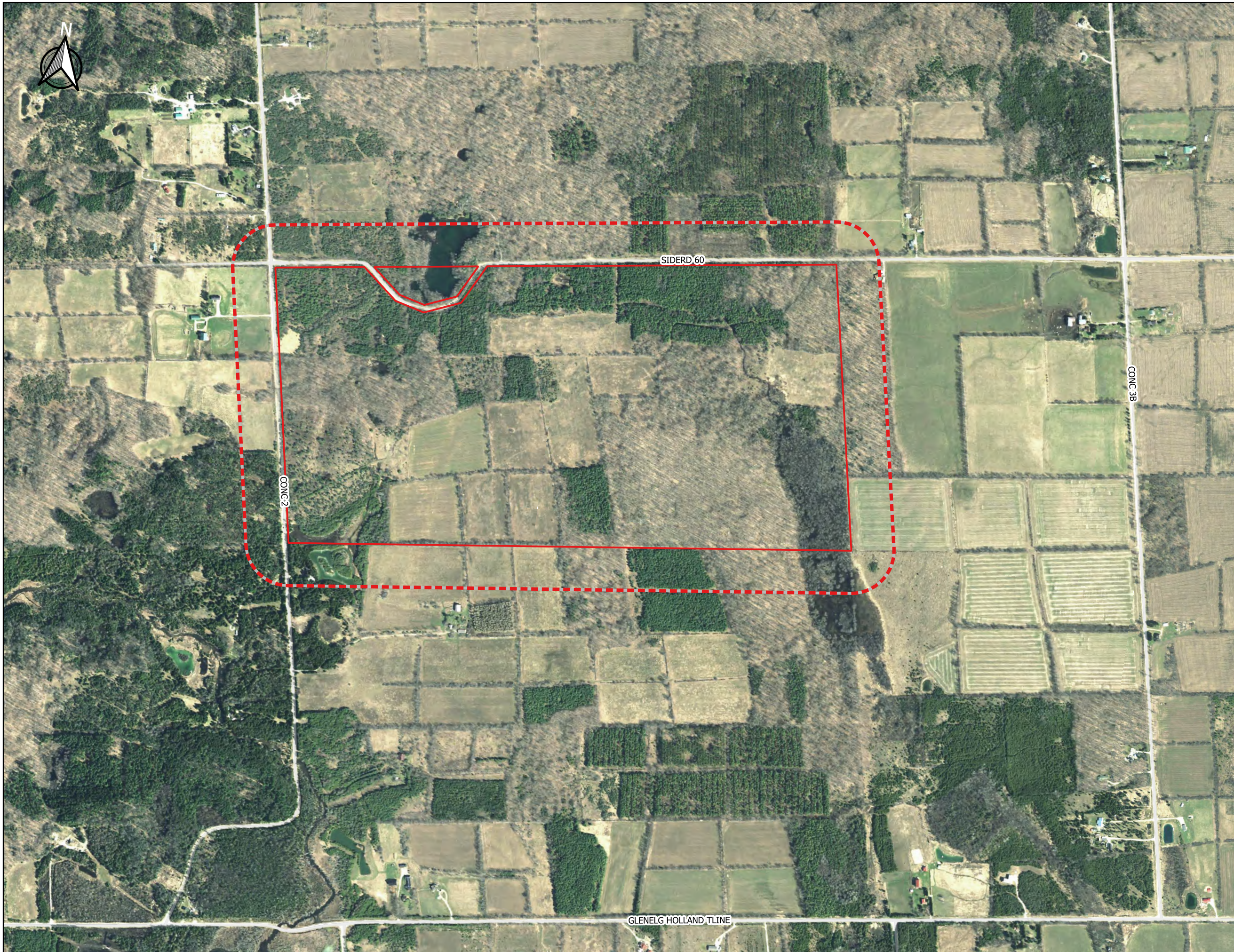
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- R.S.O. 1990, c. P.13, Section 3. Provincial Policy Statement.
- S.O. 1997, c. 41. Fish and Wildlife Conservation Act.
- S.O. 2007, c. 6. Endangered Species Act.
- Township of Chatsworth Comprehensive Zoning By-law (office consolidation 2018)

Limitations:



This report was prepared using the most current site plan provided to Sumac's office. The conclusion and recommendations provided herein may no longer be applicable should changes be made to the site plan following submission of this report. The assessment provided herein is valid at the time of inspection.

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Legend

-  Subject Property
-  Adjacent Lands

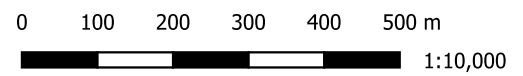
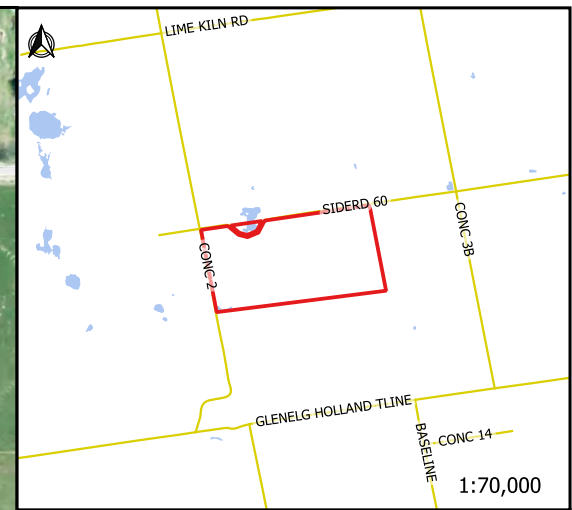
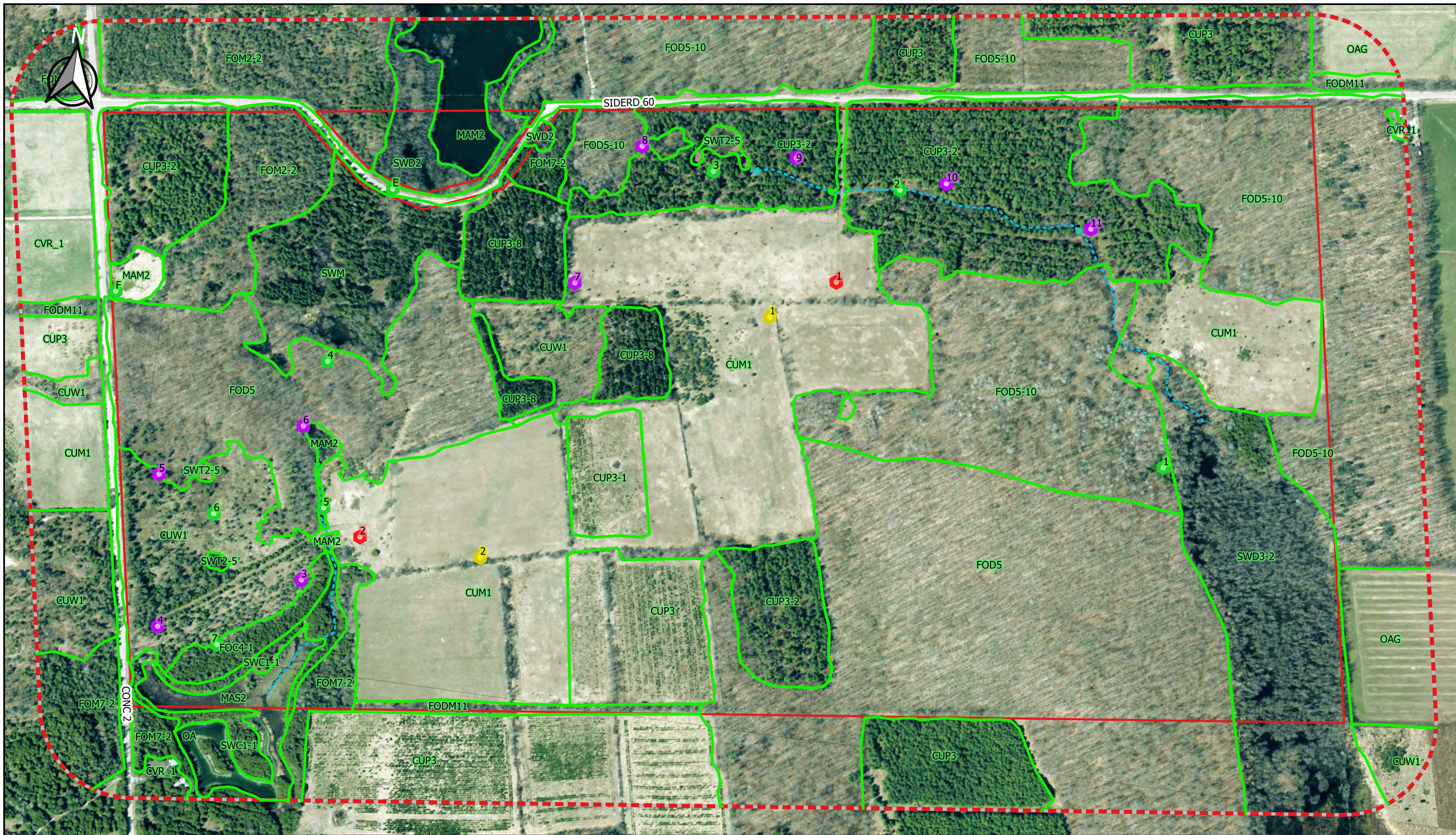


Figure 1: Subject Property



Designed by: N.F.
Date: 10/11/2023
Project: SEC 2184



- Legend**
- Subject Property
 - - - Ephemeral Water Feature
 - ELC Vegetation Community
 - Amphibian Monitoring Station
 - Grassland Birds/ Dawn Breeding Bird Survey Station
 - Dawn Breeding Bird Survey Station
 - Eastern Whip-poor-will Monitoring Station

ELC Vegetation Communities					
CUM1	Mineral Cultural Meadow Ecosite	FOD5-10	Sugar Maple-White Birch Deciduous Forest Ecosite	SWC1-1	White Cedar Mineral Coniferous Swamp Type
CUP3	Coniferous Plantation	FODM11	Naturalizing Deciduous Hedgerow Ecosite	SWD2	Ash Mineral Deciduous Swamp Ecosite
CUP3-1	Red Pine Coniferous Plantation Type	FOM2-2	Dry-Fresh White Pine-Sugar Maple Mixed Forest Type	SWD3-2	Silver Maple Mineral Deciduous Swamp Type
CUP3-2	White Pine Coniferous Plantation Type	FOM7-2	Fresh-Moist White Cedar-Hardwood Mixed Forest Type	SWM	Mixed Swamp
CUP3-8	White Spruce-European Larch Coniferous Plantation Type	MAM2	Mineral Meadow Marsh Ecosite	SWT2-5	Red-osier Mineral Thicket Swamp Type
CUW1	Mineral Cultural Woodland Ecosite	MAS2	Mineral Shallow Marsh Ecosite		
CVR_1	Low Density Residential	OA	Open Aquatic		
FOC4-1	Fresh-Moist White Cedar Coniferous Forest Type	OAG	Open Agriculture		
FOD5	Dry-Fresh Sugar Maple Deciduous Forest Ecosite				

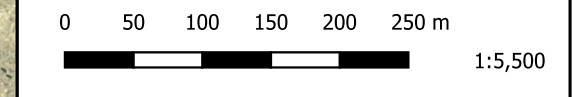
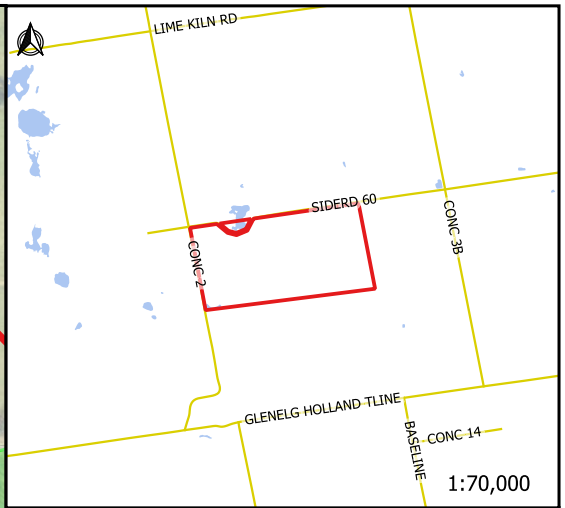
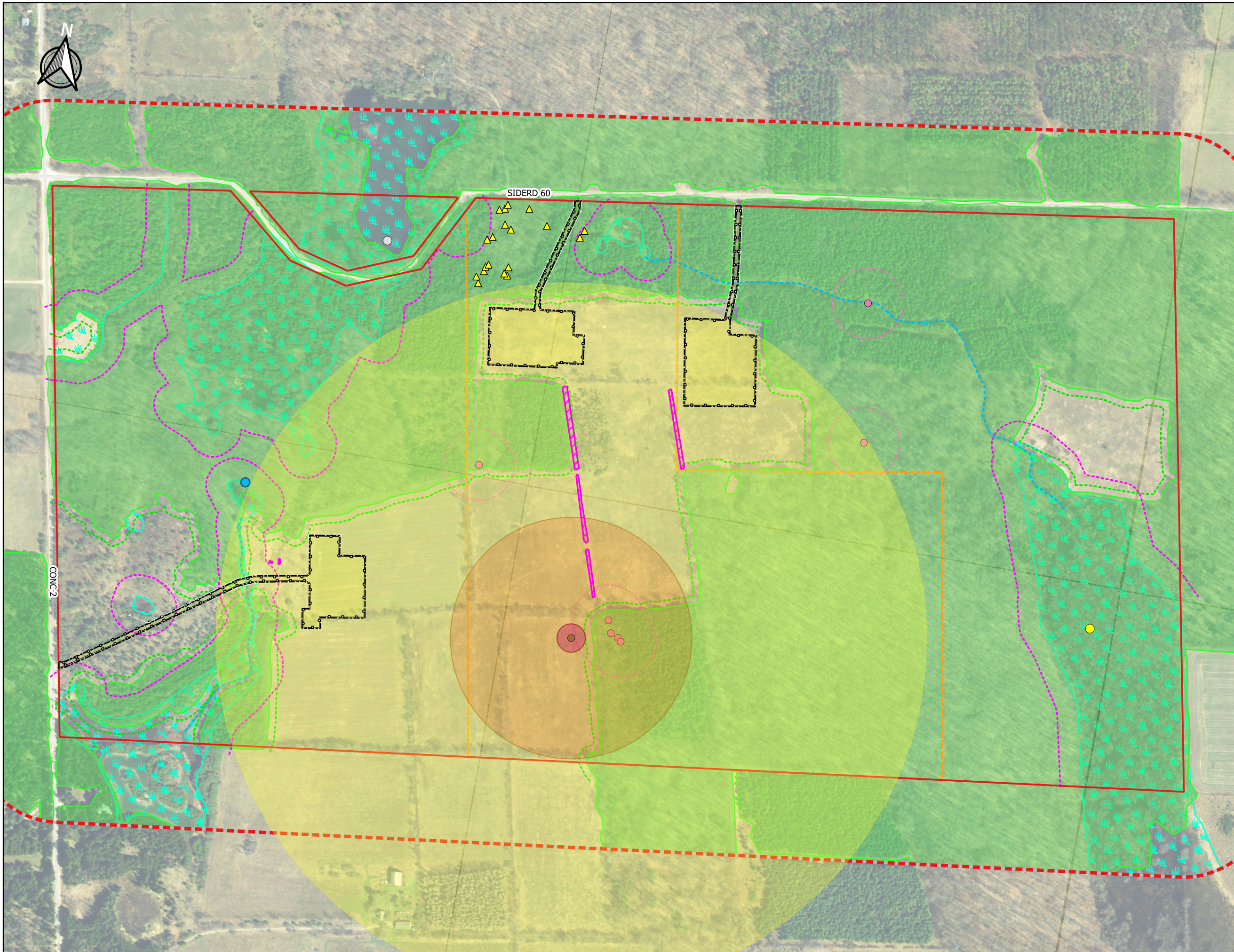


Figure 2 - Existing Conditions

Designed by: N.F.
Date: 10/11/2023
Project: SEC 2185



Legend

- Subject Property
- Adjacent Lands
- Proposed Severance
- Sample Development Envelope
- Tree Preservation Fence
- Silt fence
- Ephemeral Stream
- ▾ Wetland
- Wetland Buffer (30 m)
- Significant Woodland
- Woodland Buffer (10 m)
- Butternut
- General Habitat for Butternut (50 m Buffer)
- Eastern Whip-poor-will
- Category 1 Habitat for Eastern Whip-poor-will
- Category 2 Habitat for Eastern Whip-poor-will
- Category 3 Habitat for Eastern Whip-poor-will
- Candidate Roosting Habitat Site for Eastern Small-footed Myotis
- Ephemeral Spring
- Great Blue Heron Nests Site
- Terrestrial Crayfish Chimneys Site
- ▲ Candidate Day Roosting Habitat for Species at Risk bats

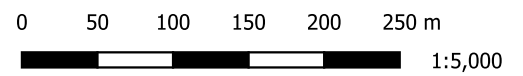


Figure 3: Proposed Development



Designed by: N.F.
Date: 10/11/2023
Project: SEC 2106

Scientific Name	Common Name	Vegetation Community ^A																S-Rank ^B	G-Rank ^C	Species at Risk Status		Non-native	Coefficient of Wetness		
		CUM1	CUP3	CUP3-1	CUP3-2	CUP3-8	CUW1	FOC4-1	FOD5	FOD5-10	FODM11	FOM2-2	FOM7-2	MAM2	MAS2	SWC1-1	SWD2			SWD3-2	SWM			SWT2-5	Provincial ^D
<i>Acer rubrum</i>	Red Maple											✓				✓	✓			S5	G5				0
<i>Acer saccharinum</i>	Silver Maple																✓			S5	G5				-3
<i>Acer saccharum</i>	Sugar Maple		✓	✓	✓	✓	✓		✓	✓	✓	✓								S5	G5				3
<i>Achillea millefolium</i>	Common Yarrow	✓	✓		✓		✓													SNA	G5			✓	3
<i>Actaea rubra</i>	Red Baneberry								✓	✓										S5	G5				3
<i>Ageratina altissima</i>	White Snakeroot						✓		✓	✓		✓			✓	✓	✓	✓	✓	S5	G5				3
<i>Agrimonia gryposepala</i>	Hooked Agrimony						✓		✓	✓							✓			S5	G5				3
<i>Agrostis gigantea</i>	Redtop	✓					✓												✓	SNA	G4G5			✓	-3
<i>Allium tricoccum</i>	Wild Leek								✓	✓										S4	G5				3
<i>Amelanchier arborea</i>	Downy Serviceberry								✓											S5	G5				3
<i>Anemonastrum canadense</i>	Canada Anemone								✓					✓			✓	✓		S5	G5				-3
<i>Anemone virginiana</i>	Tall Anemone	✓	✓				✓													S5	G5				3
<i>Apocynum androsaemifolium</i>	Spreading Dogbane	✓					✓		✓											S5	G5				5
<i>Arisaema triphyllum</i>	Jack-in-the-pulpit		✓						✓	✓							✓	✓		S5	G5				-3
<i>Asclepias syriaca</i>	Common Milkweed	✓	✓	✓		✓	✓						✓					✓		S5	G5				5
<i>Athyrium filix-femina</i>	Common Lady Fern									✓										S5	G5				0
<i>Bromus inermis</i>	Smooth Brome	✓	✓	✓	✓	✓	✓		✓											SNA	G5T5			✓	5
<i>Calamagrostis canadensis</i>	Bluejoint Reedgrass						✓						✓							S5	G5				-5
<i>Caltha palustris</i>	Yellow Marsh Marigold																			S5	G5				-5
<i>Carduus nutans</i>	Nodding Thistle	✓																		SNA	GNR			✓	3
<i>Carex arctata</i>	Drooping Woodland Sedge									✓		✓								S5	G5				5
<i>Carex Crinita</i>	Fringed Sedge																✓			S5	G5				-5
<i>Carex hystericina</i>	Porcupine Sedge																	✓		S5	G5				-5
<i>Carex intumescens</i>	Bladder Sedge									✓							✓	✓		S5	G5				-3
<i>Carex pennsylvanica</i>	Pennsylvania Sedge									✓										S5	G5				5
<i>Carex plantaginea</i>	Plantain-leaved Sedge									✓										S5	G5				5
<i>Caulophyllum giganteum</i>	Giant Blue Cohosh					✓			✓	✓										S5	G4G5				5
<i>Centaurea stoebe</i>	Spotted knapweed	✓	✓		✓		✓													SNA	GNR			✓	5
<i>Cichorium intybus</i>	Wild Chicory	✓	✓				✓													SNA	GNR			✓	5
<i>Cicuta maculata</i>	Spotted Water-hemlock																	✓		S5	G5				-5
<i>Circaea canadensis</i>	Broad-leaved Enchanter's Nightshade												✓					✓		S5	G5				3
<i>Cirsium arvense</i>	Canada Thistle	✓											✓							SNA	G5			✓	3
<i>Clinopodium vulgare</i>	Wild basil		✓		✓	✓			✓											S5	G5				5
<i>Cornus alternifolia</i>	Alternate-leaved Dogwood	✓	✓		✓	✓	✓		✓	✓		✓								S5	G5				3
<i>Cornus racemosa</i>	Grey Dogwood	✓					✓											✓		S5	G5				0
<i>Cornus sericea</i>	Red-osier Dogwood	✓	✓	✓	✓	✓	✓		✓		✓	✓	✓	✓	✓	✓	✓	✓		S5	G5				-3
<i>Crataegus monogyna</i>	English Hawthorn	✓																		SNA	G5			✓	3
<i>Cystopteris bulbifera</i>	Bulblet Bladder Fern																	✓		S5	G5				-3
<i>Dactylis glomerata</i>	Orchard Grass	✓	✓		✓	✓	✓		✓											SNA	GNR			✓	3

Scientific Name	Common Name	Vegetation Community ^A																S-Rank ^B	G-Rank ^C	Species at Risk Status		Non-native	Coefficient of Wetness		
		CUM1	CUP3	CUP3-1	CUP3-2	CUP3-8	CUW1	FOC4-1	FOD5	FOD5-10	FODM11	FOM2-2	FOM7-2	MAM2	MAS2	SWC1-1	SWD2			SWD3-2	SWM			SWT2-5	Provincial ^D
<i>Daucus carota</i>	Wild Carrot	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓							✓	SNA	GNR			✓	5
<i>Dryopteris carthusiana</i>	Spinulose Wood Fern								✓											S5	G5				-3
<i>Dryopteris intermedia</i>	Evergreen Wood Fern								✓											S5	G5				0
<i>Echinocystis lobata</i>	Wild Cucumber						✓											✓		S5	G5				-3
<i>Endotropis alnifolia</i>	Alder-leaved Buckthorn																	✓		S5	G5				-5
<i>Epipactis helleborine</i>	Broad-leaved Helleborine		✓					✓	✓	✓								✓		SNA	GNR			✓	3
<i>Erigeron annuus</i>	Annual Fleabane	✓				✓	✓													S5	G5				3
<i>Erythronium americanum</i>	Yellow Trout-lily							✓	✓			✓								S5	G5				5
<i>Euthamia graminifolia</i>	Grass-leaved goldenrod												✓	✓						S5	G5				0
<i>Eutrochium maculatum</i>	Spotted Joe Pye Weed													✓				✓	✓	S5	G5				-5
<i>Fagus grandifolia</i>	American Beech								✓	✓										S4	G5				3
<i>Fragaria virginiana</i>	Wild Strawberry	✓	✓	✓	✓	✓	✓		✓	✓	✓		✓							S5	G5				3
<i>Fraxinus americana</i>	White Ash		✓	✓	✓	✓	✓		✓	✓										S4	G4				3
<i>Fraxinus pennsylvanica</i>	Red Ash					✓	✓	✓	✓	✓		✓	✓		✓	✓	✓	✓	✓	S4	G4				-3
<i>Galeopsis tetrahit</i>	Common Hemp-nettle		✓																	SNA	GNR			✓	3
<i>Galium mollugo</i>	Smooth Bedstraw	✓					✓		✓											SNA	GNR			✓	5
<i>Geranium robertianum</i>	Herb-robert		✓					✓	✓	✓		✓	✓			✓				S5	G5				3
<i>Geum aleppicum</i>	Yellow Avens									✓										S5	G5				0
<i>Glyceria striata</i>	Fowl Mannagrass											✓	✓				✓			S5	G5				-5
<i>Hepatica acutiloba</i>	Sharp-lobed Hepatica								✓	✓										S5	G5T5				5
<i>Hypericum perforatum</i>	Common St. John's-wort	✓	✓				✓		✓	✓										SNA	GNR			✓	5
<i>Impatiens capensis</i>	Spotted Jewelweed		✓											✓				✓		S5	G5				-3
<i>Juglans cinerea</i>	Butternut								✓	✓										S2?	G3	END	END		3
<i>Larix decidua</i>	European Larch		✓																	SNA	G5			✓	5
<i>Linaria vulgaris</i>	Butter-and-eggs	✓																		SNA	GNR			✓	5
<i>Lobelia cardinalis</i>	Cardinal Flower																	✓		S5	G5				-5
<i>Lolium perenne</i>	Perennial Ryegrass	✓	✓				✓													SNA	GNR			✓	3
<i>Lotus corniculatus</i>	Garden Bird's-foot Trefoil	✓	✓	✓	✓	✓	✓													SNA	GNR			✓	3
<i>Lycopus americanus</i>	American Water-horehound													✓	✓	✓	✓	✓	✓	S5	G5				-5
<i>Maianthemum canadense</i>	Wild Lily-of-the-valley								✓			✓			✓			✓		S5	G5				3
<i>Maianthemum racemosum</i>	Large False Solomon's Seal								✓											S5	G5T5				3
<i>Malus pumila</i>	Common Apple	✓																		SNA	G5			✓	5
<i>Malva moschata</i>	Musk Mallow	✓																		SNA	GNR			✓	5
<i>Matteuccia struthiopteris</i>	Ostrich Fern																	✓		S5	G5				0
<i>Medicago lupulina</i>	Black Medick	✓																		SNA	GNR			✓	3
<i>Mentha aquatica</i>	Water Mint	✓												✓						SNA	GNR			✓	0
<i>Monarda fistulosa</i>	Wild Bergamot	✓	✓	✓	✓		✓													S5	G5				3
<i>Onoclea sensibilis</i>	Sensitive Fern	✓										✓		✓	✓	✓	✓	✓	✓	S5	G5				-3
<i>Osmundastrum cinnamomeum</i>	Cinnamon Fern																		✓	S5	G5				-3
<i>Ostrya virginiana</i>	Eastern Hop-hornbeam								✓	✓	✓									S5	G5				3

Scientific Name	Common Name	Vegetation Community ^A																	S-Rank ^B	G-Rank ^C	Species at Risk Status		Non-native	Coefficient of Wetness		
		CUM1	CUP3	CUP3-1	CUP3-2	CUP3-8	CUW1	FOC4-1	FOD5	FOD5-10	FODM11	FOM2-2	FOM7-2	MAM2	MAS2	SWC1-1	SWD2	SWD3-2			SWM	SWT2-5			Provincial ^D	Federal ^E
<i>Parthenocissus quinquefolia</i>	Virginia Creeper									✓											S4?	G5				3
<i>Pastinaca sativa</i>	Wild Parsnip	✓																			SNA	GNR			✓	5
<i>Persicaria amphibia</i>	Water Smartweed												✓				✓				S5	G5				-5
<i>Phalaris arundinacea</i>	Reed Canarygrass	✓					✓		✓				✓	✓	✓	✓	✓	✓	✓		S5	G5				-3
<i>Phleum pratense</i>	Common Timothy	✓	✓		✓	✓	✓	✓		✓		✓		✓							SNA	GNR			✓	3
<i>Phlox Paniculata</i>	Garden Phlox																				SNA	G5			✓	3
<i>Picea glauca</i>	White Spruce		✓			✓	✓					✓	✓					✓			S5	G5				3
<i>Pinus resinosa</i>	Red Pine			✓																	S5	G5				3
<i>Pinus strobus</i>	Eastern White Pine		✓									✓									S5	G5				3
<i>Pinus sylvestris</i>	Scots Pine	✓	✓			✓	✓					✓									SNA	GNR			✓	3
<i>Plantago lanceolata</i>	English Plantain																				SNA	G5			✓	3
<i>Poa pratensis</i>	Kentucky Bluegrass	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓								S5	G5				3
<i>Populus balsamifera</i>	Balsam Poplar								✓								✓		✓		S5	G5				-3
<i>Populus tremuloides</i>	Trembling Aspen	✓					✓			✓	✓	✓	✓		✓		✓	✓	✓		S5	G5				0
<i>Potentilla recta</i>	Sulphur Cinquefoil	✓					✓														SNA	GNR			✓	5
<i>Prunella vulgaris</i>	Common Self-heal															✓			✓		S5	G5				0
<i>Prunus serotina</i>	Black Cherry		✓				✓		✓	✓											S5	G5				3
<i>Prunus virginiana</i>	Chokecherry								✓												S5	G5				3
<i>Pteridium aquilinum</i>	Bracken Fern	✓					✓		✓												S5	G5				3
<i>Ranunculus acris</i>	Common Buttercup						✓														SNA	G5			✓	0
<i>Ranunculus flabellaris</i>	Yellow Water Buttercup													✓							S4	G5				-5
<i>Rhamnus cathartica</i>	European Buckthorn	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		✓	✓		✓	✓		SNA	GNR			✓	0
<i>Ribes cynosbati</i>	Eastern Prickly Gooseberry								✓	✓		✓									S5	G5				3
<i>Rubus allegheniensis</i>	Allegheny Blackberry	✓	✓		✓	✓															S5	G5				3
<i>Rubus idaeus ssp. strigosus</i>	North American Red raspberry	✓	✓		✓	✓	✓	✓	✓			✓	✓								S5	G5T5				3
<i>Rubus occidentalis</i>	Black Raspberry	✓				✓	✓														S5	G5				5
<i>Rubus pubescens</i>	Dwarf Raspberry									✓						✓	✓	✓			S5	G5				-3
<i>Rumex crispus</i>	Curled Dock																	✓			SNA	GNR			✓	0
<i>Salix bebbiana</i>	Bebb's Willow																	✓	✓		S5	G5				-3
<i>Salix discolor</i>	Pussy Willow																	✓	✓		S5	G5				-3
<i>Saponaria officinalis</i>	Bouncing-bet	✓																			SNA	GNR			✓	3
<i>Scirpus atrovirens</i>	Dark-green Bulrush													✓			✓				S5	G5				-5
<i>Silene vulgaris</i>	Bladder Champion	✓																			SNA	GNR			✓	5
<i>Solidago canadensis</i>	Canada Goldenrod	✓	✓		✓	✓	✓	✓	✓		✓	✓	✓		✓	✓		✓			S5	G5				3
<i>Solidago rugosa</i>	Rough-stemmed Goldenrod						✓		✓						✓	✓	✓	✓	✓		S5	G5				0
<i>Sonchus arvensis</i>	Field Sow-thistle							✓											✓		SNA	GNR			✓	3
<i>Sorbus aucuparia</i>	European Mountain-ash						✓														SNA	G5			✓	5
<i>Sparganium americanum</i>	American Burreed													✓							S5	G5				-5
<i>Spiraea alba</i>	White Meadowsweet																	✓	✓		S5	G5				-3
<i>Symphotrichum lanceolatum</i>	Panicled Aster													✓					✓		S5	G5				-3

Scientific Name	Common Name	Vegetation Community ^A																S-Rank ^B	G-Rank ^C	Species at Risk Status		Non-native	Coefficient of Wetness		
		CUM1	CUP3	CUP3-1	CUP3-2	CUP3-8	CUW1	FOC4-1	FOD5	FOD5-10	FODM11	FOM2-2	FOM7-2	MAM2	MAS2	SWC1-1	SWD2			SWD3-2	SWM			SWT2-5	Provincial ^D
<i>Symphyotrichum lateriflorum</i>	Calico Aster	✓	✓	✓	✓	✓			✓	✓		✓				✓				S5	G5				0
<i>Symphyotrichum novae-angliae</i>	New England Aster	✓																		S5	G5				-3
<i>Symphyotrichum urophyllum</i>	Arrow-leaved Aster								✓											S4	G4G5				5
<i>Taraxacum officinale</i>	Common Dandelion	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓								SNA	G5		✓		3
<i>Thelypteris palustris</i>	Marsh Fern																✓		✓	S5	G5				-3
<i>Thuja occidentalis</i>	Eastern White Cedar	✓	✓		✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	✓	S5	G5				-3
<i>Tilia americana</i>	Basswood		✓		✓	✓			✓	✓							✓	✓		S5	G5				3
<i>Toxicodendron radicans var. rydbergii</i>	Western Poison Ivy	✓	✓		✓	✓	✓		✓	✓								✓		S5	G5				0
<i>Tragopogon dubius</i>	Yellow Goatsbeard	✓		✓			✓													SNA	GNR		✓		5
<i>Trifolium pratense</i>	Red Clover	✓	✓	✓	✓	✓	✓													SNA	GNR		✓		3
<i>Typha latifolia</i>	Broad-leaved Cattail	✓																		S5	G5				-5
<i>Typha latifolia</i>	Broad-leaved Cattail												✓	✓					✓	S5	G5				-5
<i>Ulmus americana</i>	White Elm		✓					✓	✓	✓		✓			✓	✓	✓	✓	S5	G4				-3	
<i>Utricularia intermedia</i>	Flat-leaved Bladderwort													✓					S5	G5				-5	
<i>Uvularia grandiflora</i>	Large-flowered Bellwort								✓	✓									S5	G5				5	
<i>Verbascum thapsus</i>	Common Mullein	✓																	SNA	GNR		✓		5	
<i>Viburnum lentago</i>	Nannyberry								✓									✓	✓	S5	G5				0
<i>Vicia cracca</i>	Tufted Vetch	✓							✓										SNA	GNR		✓		5	
<i>Vinca minor</i>	Lesser Periwinkle							✓											SNA	GNR		✓		5	
<i>Viola pubescens var. scabriuscula</i>	Smooth Yellow Violet									✓								✓	S5	G5T5				3	
<i>Viola sororia</i>	Woolly Blue Violet											✓						✓	S5	G5				0	
<i>Vitis riparia</i>	Riverbank Grape	✓	✓	✓	✓	✓	✓			✓	✓					✓	✓		S5	G5				0	
<i>Zanthoxylum americanum</i>	Common Prickly-ash													✓			✓	✓	S5	G5				3	

^ARefer to Figure 2 for Ecological Land Classification descriptors.

^BProvincial Ranking Status. Definitions of each S-Rank can be found at the following website: https://caroliniancanada.ca/legacy/SpeciesHabitats_SRrank.htm.

^CGlobal Ranking Status. Definitions of each G-Rank can be found at the following website: https://caroliniancanada.ca/legacy/SpeciesHabitats_GRrank.htm.

^DSpecies at Risk status as per the O. Reg. 230/08.

^ESpecies at Risk status as per the *Species at Risk Act (S.C. 2002, c.29)*.

Scientific Name	Common Name	Point Count Station												Incidental	Location	Breeding ^A	Non-native?	S-Rank ^B	G-Rank ^C	Species at Risk Status	
		1			2			3			4									Provincial ^D	Federal ^E
		06/03/2023	06/15/2023	06/28/2023	06/03/2023	06/15/2023	06/28/2023	06/03/2023	06/15/2023	06/28/2023	06/03/2023	06/15/2023	06/28/2023								
<i>Agelaius phoeniceus</i>	Red-winged Blackbird							S(3)							On Site	Possible		S5	G5		
<i>Ammodramus savannarum</i>	Grasshopper Sparrow	S(2)		T(2)	S(1)										On Site	Probable		S4B	G5	SC	SC
<i>Antrostomus vociferus</i>	Eastern Whip-poor-will													S(1)	On Site	Possible		S4B	G5	THR	THR
<i>Ardea herodias</i>	Great Blue Heron													N(3)	On Site	Confirmed		S4	G5		
<i>Bonasa umbellus</i>	Ruffed Grouse													A(1)	On Site	Probable		S5	G5		
<i>Bubo virginianus</i>	Great Horned Owl													S(1)	On Site	Possible		S4	G5		
<i>Buteo jamaicensis</i>	Red-tailed Hawk													H(1)	On Site	Possible		S5	G5	NAR	
<i>Cardinalis cardinalis</i>	Northern Cardinal													S(1)	On Site	Possible		S5	G5		
<i>Cathartes aura</i>	Turkey Vulture													H(11)	On Site	Possible		S5B,S3N	G5		
<i>Catharus guttatus</i>	Hermit Thrush														On Site	Possible		S5B,S4N	G5		
<i>Certhia americana</i>	Brown Creeper														On Site	Possible		S5	G5		
<i>Colaptes auratus</i>	Northern Flicker													S(1)	On Site	Possible		S5	G5		
<i>Contopus virens</i>	Eastern Wood-pewee														On Site	Probable		S4B	G5	SC	SC
<i>Corvus brachyrhynchos</i>	American Crow	S(1)						S(1)							On Site	Possible		S5	G5		
<i>Corvus corax</i>	Common Raven														On Site	Possible		S5	G5		
<i>Cyanocitta cristata</i>	Blue Jay														On Site	Possible		S5	G5		
<i>Dryobates villosus</i>	Hairy Woodpecker											H(1)			On Site	Possible		S5	G5		
<i>Empidonax alnorum</i>	Alder Flycatcher				S(2)										On Site	Possible		S5B	G5		
<i>Empidonax minimus</i>	Least Flycatcher														On Site	Probable		S5B	G5		
<i>Gavia immer</i>	Common Loon													X(1)	Off Site	Possible		S5	G5	NAR	
<i>Geothlypis philadelphia</i>	Mourning Warbler											S(1)			On Site	Possible		S5B	G5		
<i>Geothlypis trichas</i>	Common Yellowthroat				S(1)		T(2)				S(1)				On Site	Probable		S5B,S3N	G5		
<i>Leiothlypis ruficapilla</i>	Nashville Warbler										S(1)				On Site	Possible		S5B	G5		
<i>Megaceryle alcyon</i>	Belted Kingfisher										S(1)				Off Site	Possible		S5B,S4N	G5		
<i>Meleagris gallopavo</i>	Wild Turkey													H(4)	On Site	Possible		S5	G5		
<i>Melospiza georgiana</i>	Swamp Sparrow										S(1)				On Site	Possible		S5B,S4N	G5		
<i>Melospiza melodia</i>	Song Sparrow	S(2)		T(1)			S(2)	S(2)			T(1)				On Site	Probable		S5	G5		
<i>Mniotilta varia</i>	Black-and-white Warbler											S(1)			On Site	Possible		S5B	G5		
<i>Molothrus ater</i>	Brown-Headed Cowbird				S(1)										On Site	Possible		S5	G5		
<i>Myiarchus crinitus</i>	Great Crested Flycatcher				S(1)						S(1)				On Site	Possible		S5B	G5		
<i>Parkesia noveboracensis</i>	Northern Waterthrush														On Site	Possible		S5B	G5		
<i>Passerculus sandwichensis</i>	Savannah Sparrow	S(1)			S(1)		S(1),T(1)								On Site	Probable		S5B,S3N	G5		
<i>Passerina cyanea</i>	Indigo Bunting				S(2)		T(2)	S(2)				S(1)			On Site	Probable		S5B	G5		
<i>Pipilo erythrophthalmus</i>	Eastern Towhee				S(1)		T(1)				S(1)				On Site	Probable		S4B,S3N	G5		
<i>Piranga olivacea</i>	Scarlet Tanager														On Site	Possible		S5B	G5		
<i>Poecile atricapillus</i>	Black-capped Chickadee														On Site	Probable		S5	G5		

Scientific Name	Common Name	Point Count Station												Incidental	Location	Breeding ^A	Non-native?	S-Rank ^B	G-Rank ^C	Species at Risk Status	
		1			2			3			4									Provincial ^D	Federal ^E
		06/03/2023	06/15/2023	06/28/2023	06/03/2023	06/15/2023	06/28/2023	06/03/2023	06/15/2023	06/28/2023	06/03/2023	06/15/2023	06/28/2023								
<i>Rallus limicola</i>	Virginia Rail													S(1)	Off Site	Possible		S4S5B	G5		
<i>Sayornis phoebe</i>	Eastern Phoebe						S(1)								On Site	Possible		S5B	G5		
<i>Scolopax minor</i>	American Woodcock													A(1)	On Site	Probable		S4B	G5		
<i>Seiurus aurocapilla</i>	Ovenbird						S(1)								On Site	Probable		S5B	G5		
<i>Setophaga pensylvanica</i>	Chestnut-sided Warbler										S(1)				On Site	Possible		S5B	G5		
<i>Setophaga pinus</i>	Pine Warbler														On Site	Possible		S5B,S3N	G5		
<i>Setophaga ruticilla</i>	American Redstart											S(1)			On Site	Possible		S5B	G5		
<i>Sitta carolinensis</i>	White-breasted Nuthatch														On Site	Possible		S5	G5		
<i>Sphyrapicus varius</i>	Yellow-bellied Sapsucker														On Site	Possible		S5B,S3N	G5		
<i>Spinus tristis</i>	American Goldfinch						S(1)								On Site	Possible		S5	G5		
<i>Spizella passerina</i>	Chipping Sparrow			S(1)			FL(3)								On Site	Confirmed		S5B,S3N	G5		
<i>Spizella pusilla</i>	Field Sparrow	S(1)			S(2)		T(1)								On Site	Probable		S4B,S3N	G5		
<i>Troglodytes aedon</i>	House Wren				S(1)			S(1)							On Site	Possible		S5B	G5		
<i>Troglodytes hiemalis</i>	Winter Wren														On Site	Possible		S5B,S4N	G5		
<i>Turdus migratorius</i>	American Robin	S(3)			S(3)		T(2)				S(1)		T(1)		On Site	Probable		S5	G5		
<i>Tyrannus tyrannus</i>	Eastern Kingbird				S(1)										On Site	Possible		S4B	G5		
<i>Vermivora chrysoptera</i>	Golden-winged Warbler						S(1)								On Site	Possible		S3B	G4	SC	THR
<i>Vermivora cyanoptera</i>	Blue-winged Warbler							S(1)							On Site	Possible		S4B	G5		
<i>Vireo gilvus</i>	Warbling Vireo							S(1)							On Site	Possible		S5B	G5		
<i>Vireo olivaceus</i>	Red-eyed Vireo			S(1)											On Site	Probable		S5B	G5		
<i>Zenaida macroura</i>	Mourning Dove						S(1)				S(1)		T(1)		On Site	Probable		S5	G5		
<i>Zonotrichia albicollis</i>	White-throated Sparrow											S(2)			On Site	Possible		S5	G5		

^ABreeding Evidence as per Ontario Breeding Bird Atlas: Guide for Participants (March 2001).

^BProvincial Ranking Status. Definitions of each S-Rank can be found at the following website: https://caroliniancanada.ca/legacy/SpeciesHabitats_SRrank.htm.

^CGlobal Ranking Status. Definitions of each G-Rank can be found at the following website: https://caroliniancanada.ca/legacy/SpeciesHabitats_GRrank.htm.

^DSpecies at Risk status as per the O. Reg. 230/08.

^ESpecies at Risk status as per the *Species at Risk Act (S.C. 2002, c.29)*.

^FBreeding Code as per Ontario Breeding Bird Atlas: Guide for Participants (March 2001)

^GNumber of individuals observed.

Scientific Name	Common Name	Point Count Station												Incidental	Location	Breeding ^A	Non-native?	S-Rank ^B	G-Rank ^C	Species at Risk Status	
		5			6			7			8									Provincial ^D	Federal ^E
		06/03/2023	06/15/2023	06/28/2023	06/03/2023	06/15/2023	06/28/2023	06/03/2023	06/15/2023	06/28/2023	06/03/2023	06/15/2023	06/28/2023								
<i>Agelaius phoeniceus</i>	Red-winged Blackbird														On Site	Possible		S5	G5		
<i>Ammodramus savannarum</i>	Grasshopper Sparrow														On Site	Probable		S4B	G5	SC	SC
<i>Antrostomus vociferus</i>	Eastern Whip-poor-will													S(1)	On Site	Possible		S4B	G5	THR	THR
<i>Ardea herodias</i>	Great Blue Heron													N(3)	On Site	Confirmed		S4	G5		
<i>Bonasa umbellus</i>	Ruffed Grouse													A(1)	On Site	Probable		S5	G5		
<i>Bubo virginianus</i>	Great Horned Owl													S(1)	On Site	Possible		S4	G5		
<i>Buteo jamaicensis</i>	Red-tailed Hawk													H(1)	On Site	Possible		S5	G5	NAR	
<i>Cardinalis cardinalis</i>	Northern Cardinal													S(1)	On Site	Possible		S5	G5		
<i>Cathartes aura</i>	Turkey Vulture													H(11)	On Site	Possible		S5B,S3N	G5		
<i>Catharus guttatus</i>	Hermit Thrush											S(2)			On Site	Possible		S5B,S4N	G5		
<i>Certhia americana</i>	Brown Creeper											S(1)			On Site	Possible		S5	G5		
<i>Colaptes auratus</i>	Northern Flicker													S(1)	On Site	Possible		S5	G5		
<i>Contopus virens</i>	Eastern Wood-pewee			S(1)	S(1)		T(1)	S(1)					P(1)		On Site	Probable		S4B	G5	SC	SC
<i>Corvus brachyrhynchos</i>	American Crow	S(1)													On Site	Possible		S5	G5		
<i>Corvus corax</i>	Common Raven											S(2)			On Site	Possible		S5	G5		
<i>Cyanocitta cristata</i>	Blue Jay														On Site	Possible		S5	G5		
<i>Dryobates villosus</i>	Hairy Woodpecker														On Site	Possible		S5	G5		
<i>Empidonax alnorum</i>	Alder Flycatcher														On Site	Possible		S5B	G5		
<i>Empidonax minimus</i>	Least Flycatcher				S(2)		T(1)								On Site	Probable		S5B	G5		
<i>Gavia immer</i>	Common Loon													X(1)	Off Site	Possible		S5	G5	NAR	
<i>Geothlypis philadelphia</i>	Mourning Warbler														On Site	Possible		S5B	G5		
<i>Geothlypis trichas</i>	Common Yellowthroat														On Site	Probable		S5B,S3N	G5		
<i>Leiothlypis ruficapilla</i>	Nashville Warbler		S(1)						S(1)		S(1)				On Site	Possible		S5B	G5		
<i>Megaceryle alcyon</i>	Belted Kingfisher														Off Site	Possible		S5B,S4N	G5		
<i>Meleagris gallopavo</i>	Wild Turkey													H(4)	On Site	Possible		S5	G5		
<i>Melospiza georgiana</i>	Swamp Sparrow														On Site	Possible		S5B,S4N	G5		
<i>Melospiza melodia</i>	Song Sparrow														On Site	Probable		S5	G5		
<i>Mniotilta varia</i>	Black-and-white Warbler							S(1)							On Site	Possible		S5B	G5		
<i>Molothrus ater</i>	Brown-Headed Cowbird														On Site	Possible		S5	G5		
<i>Myiarchus crinitus</i>	Great Crested Flycatcher														On Site	Possible		S5B	G5		
<i>Parkesia noveboracensis</i>	Northern Waterthrush														On Site	Possible		S5B	G5		
<i>Passerculus sandwichensis</i>	Savannah Sparrow														On Site	Probable		S5B,S3N	G5		
<i>Passerina cyanea</i>	Indigo Bunting														On Site	Probable		S5B	G5		
<i>Pipilo erythrophthalmus</i>	Eastern Towhee														On Site	Probable		S4B,S3N	G5		
<i>Piranga olivacea</i>	Scarlet Tanager												S(1)		On Site	Possible		S5B	G5		
<i>Poecile atricapillus</i>	Black-capped Chickadee							S(2)		T(1)					On Site	Probable		S5	G5		

Scientific Name	Common Name	Point Count Station												Incidental	Location	Breeding ^A	Non-native?	S-Rank ^B	G-Rank ^C	Species at Risk Status	
		5			6			7			8									Provincial ^D	Federal ^E
		06/03/2023	06/15/2023	06/28/2023	06/03/2023	06/15/2023	06/28/2023	06/03/2023	06/15/2023	06/28/2023	06/03/2023	06/15/2023	06/28/2023								
<i>Rallus limicola</i>	Virginia Rail													S(1)	Off Site	Possible		S4S5B	G5		
<i>Sayornis phoebe</i>	Eastern Phoebe														On Site	Possible		S5B	G5		
<i>Scolopax minor</i>	American Woodcock													A(1)	On Site	Probable		S4B	G5		
<i>Seiurus aurocapilla</i>	Ovenbird							S(1)		T(1)			S(1)		On Site	Probable		S5B	G5		
<i>Setophaga pensylvanica</i>	Chestnut-sided Warbler														On Site	Possible		S5B	G5		
<i>Setophaga pinus</i>	Pine Warbler											S(1)			On Site	Possible		S5B,S3N	G5		
<i>Setophaga ruticilla</i>	American Redstart														On Site	Possible		S5B	G5		
<i>Sitta carolinensis</i>	White-breasted Nuthatch														On Site	Possible		S5	G5		
<i>Sphyrapicus varius</i>	Yellow-bellied Sapsucker														On Site	Possible		S5B,S3N	G5		
<i>Spinus tristis</i>	American Goldfinch														On Site	Possible		S5	G5		
<i>Spizella passerina</i>	Chipping Sparrow														On Site	Confirmed		S5B,S3N	G5		
<i>Spizella pusilla</i>	Field Sparrow														On Site	Probable		S4B,S3N	G5		
<i>Troglodytes aedon</i>	House Wren														On Site	Possible		S5B	G5		
<i>Troglodytes hiemalis</i>	Winter Wren						S(1)			S(1)					On Site	Possible		S5B,S4N	G5		
<i>Turdus migratorius</i>	American Robin			S(1)									S(1)		On Site	Probable		S5	G5		
<i>Tyrannus tyrannus</i>	Eastern Kingbird							S(1)							On Site	Possible		S4B	G5		
<i>Vermivora chrysoptera</i>	Golden-winged Warbler														On Site	Possible		S3B	G4	SC	THR
<i>Vermivora cyanoptera</i>	Blue-winged Warbler														On Site	Possible		S4B	G5		
<i>Vireo gilvus</i>	Warbling Vireo														On Site	Possible		S5B	G5		
<i>Vireo olivaceus</i>	Red-eyed Vireo				S(1)		T(1)					S(1)			On Site	Probable		S5B	G5		
<i>Zenaida macroura</i>	Mourning Dove														On Site	Probable		S5	G5		
<i>Zonotrichia albicollis</i>	White-throated Sparrow														On Site	Possible		S5	G5		

^ABreeding Evidence as per Ontario Breeding Bird Atlas: Guide for Participants (March 2001).

^BProvincial Ranking Status. Definitions of each S-Rank can be found at the following website: https://caroliniancanada.ca/legacy/SpeciesHabitats_SRrank.htm.

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^DSpecies at Risk status as per the O. Reg. 230/08.

^ESpecies at Risk status as per the *Species at Risk Act (S.C. 2002, c.29)*.

^FBreeding Code as per Ontario Breeding Bird Atlas: Guide for Participants (March 2001)

^GNumber of individuals observed.

Scientific Name	Common Name	Point Count Station									Incidental	Location	Breeding ^A	Non-native?	S-Rank ^B	G-Rank ^C	Species at Risk Status	
		9			10			11									Provincial ^D	Federal ^E
		06/03/2023	06/15/2023	06/28/2023	06/03/2023	06/15/2023	06/28/2023	06/03/2023	06/15/2023	06/28/2023								
<i>Agelaius phoeniceus</i>	Red-winged Blackbird											On Site	Possible		S5	G5		
<i>Ammodramus savannarum</i>	Grasshopper Sparrow											On Site	Probable		S4B	G5	SC	SC
<i>Antrostomus vociferus</i>	Eastern Whip-poor-will										S(1)	On Site	Possible		S4B	G5	THR	THR
<i>Ardea herodias</i>	Great Blue Heron	H(2)									N(3)	On Site	Confirmed		S4	G5		
<i>Bonasa umbellus</i>	Ruffed Grouse										A(1)	On Site	Probable		S5	G5		
<i>Bubo virginianus</i>	Great Horned Owl										S(1)	On Site	Possible		S4	G5		
<i>Buteo jamaicensis</i>	Red-tailed Hawk										H(1)	On Site	Possible		S5	G5		
<i>Cardinalis cardinalis</i>	Northern Cardinal										S(1)	On Site	Possible		S5	G5		
<i>Cathartes aura</i>	Turkey Vulture										H(11)	On Site	Possible		S5B,S3N	G5		
<i>Catharus guttatus</i>	Hermit Thrush											On Site	Possible		S5B,S4N	G5		
<i>Certhia americana</i>	Brown Creeper											On Site	Possible		S5	G5		
<i>Colaptes auratus</i>	Northern Flicker										S(1)	On Site	Possible		S5	G5		
<i>Contopus virens</i>	Eastern Wood-pewee											On Site	Probable		S4B	G5	SC	SC
<i>Corvus brachyrhynchos</i>	American Crow											On Site	Possible		S5	G5		
<i>Corvus corax</i>	Common Raven				S(1)							On Site	Possible		S5	G5		
<i>Cyanocitta cristata</i>	Blue Jay								S(2)			On Site	Possible		S5	G5		
<i>Dryobates villosus</i>	Hairy Woodpecker											On Site	Possible		S5	G5		
<i>Empidonax alnorum</i>	Alder Flycatcher											On Site	Possible		S5B	G5		
<i>Empidonax minimus</i>	Least Flycatcher								S(1)			On Site	Probable		S5B	G5		
<i>Gavia immer</i>	Common Loon										X(1)	Off Site	Possible		S5	G5		
<i>Geothlypis philadelphia</i>	Mourning Warbler											On Site	Possible		S5B	G5		
<i>Geothlypis trichas</i>	Common Yellowthroat	S(1)										On Site	Probable		S5B,S3N	G5		
<i>Leiothlypis ruficapilla</i>	Nashville Warbler											On Site	Possible		S5B	G5		
<i>Megaceryle alcyon</i>	Belted Kingfisher											Off Site	Possible		S5B,S4N	G5		
<i>Meleagris gallopavo</i>	Wild Turkey										H(4)	On Site	Possible		S5	G5		
<i>Melospiza georgiana</i>	Swamp Sparrow											On Site	Possible		S5B,S4N	G5		
<i>Melospiza melodia</i>	Song Sparrow											On Site	Probable		S5	G5		
<i>Mniotilta varia</i>	Black-and-white Warbler											On Site	Possible		S5B	G5		
<i>Molothrus ater</i>	Brown-Headed Cowbird											On Site	Possible		S5	G5		
<i>Myiarchus crinitus</i>	Great Crested Flycatcher											On Site	Possible		S5B	G5		
<i>Parkesia noveboracensis</i>	Northern Waterthrush								S(1)			On Site	Possible		S5B	G5		
<i>Passerculus sandwichensis</i>	Savannah Sparrow											On Site	Probable		S5B,S3N	G5		
<i>Passerina cyanea</i>	Indigo Bunting											On Site	Probable		S5B	G5		
<i>Pipilo erythrophthalmus</i>	Eastern Towhee											On Site	Probable		S4B,S3N	G5		
<i>Piranga olivacea</i>	Scarlet Tanager						S(1)					On Site	Possible		S5B	G5		
<i>Poecile atricapillus</i>	Black-capped Chickadee	S(1)					S(1)	S(2)				On Site	Probable		S5	G5		

Scientific Name	Common Name	Point Count Station									Incidental	Location	Breeding ^A	Non-native?	S-Rank ^B	G-Rank ^C	Species at Risk Status	
		9			10			11									Provincial ^D	Federal ^E
		06/03/2023	06/15/2023	06/28/2023	06/03/2023	06/15/2023	06/28/2023	06/03/2023	06/15/2023	06/28/2023								
<i>Rallus limicola</i>	Virginia Rail										S(1)	Off Site	Possible		S4S5B	G5		
<i>Sayornis phoebe</i>	Eastern Phoebe											On Site	Possible		S5B	G5		
<i>Scolopax minor</i>	American Woodcock										A(1)	On Site	Probable		S4B	G5		
<i>Seiurus aurocapilla</i>	Ovenbird	S(1)		T(1)					S(1)			On Site	Probable		S5B	G5		
<i>Setophaga pensylvanica</i>	Chestnut-sided Warbler									S(1)		On Site	Possible		S5B	G5		
<i>Setophaga pinus</i>	Pine Warbler											On Site	Possible		S5B,S3N	G5		
<i>Setophaga ruticilla</i>	American Redstart				S(1)							On Site	Possible		S5B	G5		
<i>Sitta carolinensis</i>	White-breasted Nuthatch									S(1)		On Site	Possible		S5	G5		
<i>Sphyrapicus varius</i>	Yellow-bellied Sapsucker									H(1)		On Site	Possible		S5B,S3N	G5		
<i>Spinus tristis</i>	American Goldfinch											On Site	Possible		S5	G5		
<i>Spizella passerina</i>	Chipping Sparrow											On Site	Confirmed		S5B,S3N	G5		
<i>Spizella pusilla</i>	Field Sparrow											On Site	Probable		S4B,S3N	G5		
<i>Troglodytes aedon</i>	House Wren											On Site	Possible		S5B	G5		
<i>Troglodytes hiemalis</i>	Winter Wren						S(1)	S(1)				On Site	Possible		S5B,S4N	G5		
<i>Turdus migratorius</i>	American Robin	S(2)			S(1)		T(1)	S(1)				On Site	Probable		S5	G5		
<i>Tyrannus tyrannus</i>	Eastern Kingbird											On Site	Possible		S4B	G5		
<i>Vermivora chrysoptera</i>	Golden-winged Warbler											On Site	Possible		S3B	G4	SC	THR
<i>Vermivora cyanoptera</i>	Blue-winged Warbler											On Site	Possible		S4B	G5		
<i>Vireo gilvus</i>	Warbling Vireo											On Site	Possible		S5B	G5		
<i>Vireo olivaceus</i>	Red-eyed Vireo	S(1)			S(1)		S(1)	S(1)		S(2)		On Site	Probable		S5B	G5		
<i>Zenaida macroura</i>	Mourning Dove											On Site	Probable		S5	G5		
<i>Zonotrichia albicollis</i>	White-throated Sparrow											On Site	Possible		S5	G5		

^ABreeding Evidence as per Ontario Breeding Bird Atlas: Guide for Participants (March 2001).

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^ESpecies at Risk status as per the *Species at Risk Act (S.C. 2002, c.29)*.

^FBreeding Code as per Ontario Breeding Bird Atlas: Guide for Participants (March 2001)

^GNumber of individuals observed.

Species Grouping	Common Name	Scientific Name	Provincial Status ^A	Federal Status ^B	SAR Habitat Assessment
Birds	Bald Eagle	<i>Haliaeetus leucocephalus</i>	Special Concern	Not Listed	Absent. The woodland cover on the subject property is likely too disturbed, as well as, the subject property is likely too distant from the nearest highly productive waterbody, to function as significant habitat for bald eagle.
Birds	Barn Swallow	<i>Hirundo rustica</i>	Special Concern	Threatened	Absent. No suitable structures for barn swallow observed on the subject property, nor was this species observed during the dawn breeding bird surveys.
Birds	Bobolink	<i>Dolichonyx oryzivorus</i>	Threatened	Threatened	Absent. This species was not observed during the dawn breeding bird surveys nor through incidental occurrence.
Birds	Canada Warbler	<i>Cardellina canadensis</i>	Special Concern	Threatened	Absent. This species was not observed during the dawn breeding bird surveys nor through incidental occurrence.
Birds	Chimney Swift	<i>Chaetura pelagica</i>	Threatened	Threatened	Absent. No suitable chimney swift nesting sites observed on the subject property nor was this species observed through incidental occurrence.
Birds	Eastern Meadowlark	<i>Sturnella magna</i>	Threatened	Threatened	Absent. This species was not observed during the dawn breeding bird surveys nor through incidental occurrence.
Birds	Eastern Whip-poor-will	<i>Antrostomus vociferus</i>	Threatened	Threatened	Confirmed. Eastern whip-poor-will was heard calling during the evening bird surveys. Regulated habitat for this species has been mapped accordingly (Figure 3).
Birds	Eastern Wood-pewee	<i>Contopus virens</i>	Special Concern	Special Concern	Confirmed. Eastern wood-pewee was heard calling during the dawn breeding bird surveys in the FOD5 community on the western portion of the subject property with probable breeding evidence. This species was also heard calling from the FOD5 and FOD5-10 communities at the northern and eastern portion of the subject property with possible breeding evidence.
Birds	Golden-winged Warbler	<i>Vermivora chrysoptera</i>	Special Concern	Threatened	Candidate. Golden-winged warbler was heard calling during the dawn breeding bird surveys in the CUP3 community with probable breeding evidence.
Birds	Grasshopper Sparrow	<i>Ammodramus savannarum pratensis</i>	Special Concern	Special Concern	Confirmed. Grasshopper sparrow was heard calling during the dawn breeding bird surveys in the central CUM1 community with probable breeding evidence.
Birds	Least Bittern	<i>Ixobrychus exilis</i>	Threatened	Threatened	Candidate. Although least bittern was not incidentally observed during Sumac's investigations, this species has the potential to occur in the MAS2 community at the southwestern corner of the subject property.
Birds	Wood Thrush	<i>Hylocichla mustelina</i>	Special Concern	Threatened	Absent. This species was not observed during the dawn breeding bird surveys nor through incidental occurrence.
Insects	Monarch	<i>Danaus plexippus</i>	Special Concern	Special Concern	Candidate. All treed communities have the potential to function as resting habitat for monarch. The CUM1, CUP3, CUP3-1, CUP3-8, CUW1, MAM2 and SWT2-5 communities contained milkweed and have the potential to function as breeding and foraging habitat for monarch. The CUM1, CUP3, CUP3-1, CUW1, MAM2 and SWT2-5 had an abundance of monarch nectar sources (e.g., asters, goldenrods) and have the potential to function as foraging habitat, particularly during migration, for monarch.
Mammals	Eastern Small-footed Myotis	<i>Myotis leibii</i>	Endangered	Not Listed	Candidate. Rock features with the potential of functioning as roosting habitat for Eastern small-footed myotis were observed on the subject property and mapped accordingly (Figure 3). Foraging habitat may include treed edges and wetlands, should this species be present.

Species Grouping	Common Name	Scientific Name	Provincial Status ^A	Federal Status ^B	SAR Habitat Assessment
Mammals	Little Brown Myotis	<i>Myotis lucifugus</i>	Endangered	Endangered	Candidate. The FOC4-1, FOD5, FOD5-10, FODM11, FOM2-2, FOM7-2, SWC1-1, SWD2, SWD3-2 and SWM communities have the potential to contain day/maternity roosting habitat for little brown myotis. Foraging habitat may include treed edges and wetlands, should this species be present.
Mammals	Northern Myotis	<i>Myotis septentrionalis</i>	Endangered	Endangered	Candidate. The FOC4-1, FOD5, FOD5-10, FODM11, FOM2-2, FOM7-2, SWC1-1, SWD2, SWD3-2 and SWM communities have the potential to contain day/maternity roosting habitat for Northern myotis. Foraging habitat may include treed edges and wetlands, should this species be present.
Mammals	Tri-colored Bat	<i>Perimyotis subflavus</i>	Endangered	Endangered	Candidate. The FOD5, FOD5-10, FODM11, FOM7-2, SWD2, SWD3-2 and SWM communities have the potential to contain day/maternity roosting habitat in mature maple trees for tri-colored bat. Foraging habitat may include treed edges and wetlands, should this species be present.
Reptiles	Eastern Ribbonsnake	<i>Thamnophis sauritus</i>	Special Concern	Special Concern	Candidate. Eastern ribbonsnake has the potential to occur in or near the MAS2 community at the southwest corner of the subject property, as well as, in or near the MAM2 community on the northern side of Sideroad 60.
Reptiles	Snapping Turtle	<i>Chelydra serpentina</i>	Special Concern	Special Concern	Candidate. The MAS2 and MAM2 community have the potential to function as suitable aquatic habitat for snapping turtle, particularly given the availability of turtle nesting habitat along Sideroad 60 and Concession Road 2.
Vascular Plants	Butternut	<i>Juglans cinerea</i>	Endangered	Endangered	Confirmed. Several butternut were identified on the subject property (Figure 2).
Vascular Plants	Black Ash	<i>Fraxinus nigra</i>	Endangered	Threatened	Absent. No black ash was observed during Sumac's investigations.

^AClassification of species as they are anticipated to appear on the updated O. Reg. 230/08 Species at Risk Ontario (SARO) list on January 25, 2023.

^BClassification of species as they appear on Schedule 1 of the Species at Risk Act.

Table 4: Significant Wildlife Habitat Assessment

Source: Significant Wildlife Habitat Criteria Schedules for Ecoregion 6E (MNR, 2015)

Wildlife Category	Wildlife Habitat	Wildlife Species	CANDIDATE SWH		SWH Assessment
			ELC Ecosite Codes for Candidate SWH	Habitat Criteria for Candidate SWH	
Seasonal Concentration Areas of Animals	Waterfowl Stopover and Staging Areas (Terrestrial) <u>Rationale:</u> Habitat important to migrating waterfowl.	American Black Duck Wood Duck Green-winged Teal Blue-winged Teal Mallard Northern Pintail Northern Shoveler American Wigeon Gadwall	CUM1 CUT1 - Plus evidence of annual spring flooding from melt water or run-off within these Ecosites.	Fields with sheet water during Spring (mid-March to May). -Fields flooding during spring melt and run-off provide important invertebrate foraging habitat for migrating waterfowl. -Agricultural fields with waste grains are commonly used by waterfowl, these are not considered SWH unless they have spring sheet water available.	Absent. None of the fields on the subject property exhibited sheetwater during Sumac's site visits in April/May of 2023.
Seasonal Concentration Areas of Animals	Waterfowl Stopover and Staging Areas (Aquatic) <u>Rationale:</u> Important for local and migrant waterfowl populations during the spring or fall migration or both periods combined. Sites identified are usually only one of a few in the eco-district	Canada Goose Cackling Goose Snow Goose American Black Duck Northern Pintail Northern Shoveler American Wigeon Gadwall Green-winged Teal Blue-winged Teal Hooded Merganser Common Merganser Lesser Scaup Greater Scaup Long-tailed Duck Surf Scoter White-winged Scoter Black Scoter Ring-necked duck Common Goldeneye Bufflehead Redhead Ruddy Duck Red-breasted Merganser Brant Canvasback Ruddy Duck	MAS1 MAS2 MAS3 SAS1 SAM1 SAF1 SWD1 SWD2 SWD3 SWD4 SWD5 SWD6 SWD7	-Ponds, marshes, lakes, bays, coastal inlets, and watercourses used during migration. Sewage treatment ponds and storm water ponds do not qualify as a SWH, however a reservoir managed as a large wetland or pond/lake does qualify. -These habitats have an abundant food supply (mostly aquatic invertebrates and vegetation in shallow water.	Absent. None of the marsh and swamp communities are anticipated to function as the SWH, Waterfowl Stopover Staging Areas, given that said features are relatively small and proximity to regularly maintained/disturbed areas on the subject property. Moreover, none of the listed species were observed during Sumac's spring investigations.

Table 4: Significant Wildlife Habitat Assessment

Source: Significant Wildlife Habitat Criteria Schedules for Ecoregion 6E (MNR, 2015)

Wildlife Category	Wildlife Habitat	Wildlife Species	CANDIDATE SWH		SWH Assessment
			ELC Ecosite Codes for Candidate SWH	Habitat Criteria for Candidate SWH	
Seasonal Concentration Areas of Animals	Shorebird Migratory Stopover Area <u>Rationale:</u> High quality shorebird stopover habitat is extremely rare and typically has a long history of use.	Greater Yellowlegs Lesser Yellowlegs Marbled Godwit Hudsonian Godwit Black-bellied Plover American Golden-Plover Semipalmated Plover Solitary Sandpiper Spotted Sandpiper Semipalmated Sandpiper Pectoral Sandpiper White-rumped Sandpiper Baird's Sandpiper Least Sandpiper Purple Sandpiper Stilt Sandpiper Short-billed Dowitcher Red-necked Phalarope Whimbrel Ruddy Turnstone Sanderling Dunlin	BBO1 BBO2 BBS1 BBS2 BBT1 BBT2 SDO1 SDS2 SDT1 MAM1 MAM2 MAM3 MAM4 MAM5	-Shorelines of lakes, rivers and wetlands, including beach areas, bars and seasonally flooded, muddy and un-vegetated shoreline habitats. -Great Lakes coastal shorelines, including groynes and other forms of armour rock lakeshores, are extremely important for migratory shorebirds in May to mid-June and early July to October. -Sewage treatment ponds and storm water ponds do not qualify as a SWH.	Absent. No suitable shoreline areas with the potential to function as the SWH, Shorebird Migratory Stopover Area, identified on the subject property.
Seasonal Concentration Areas of Animals	Raptor Wintering Area <u>Rationale:</u> Sites used by multiple species, a high number of individuals and used annually are most significant	Rough-legged Hawk Red-tailed Hawk Northern Harrier American Kestrel Snowy Owl Special Concern: Short-eared Owl Bald Eagle	<u>Hawks/Owls:</u> Combination of ELC Community Series; need to have present one Community Series from each land class; Forest: FOD, FOM, FOC. Upland: CUM; CUT; CUS; CUW. Bald Eagle: Forest community Series: FOD, FOM, FOC, SWD, SWM or SWC on shoreline areas adjacent to large rivers or adjacent to lakes with open water (hunting area).	-The habitat provides a combination of fields and woodlands that provide roosting, foraging and resting habitats for wintering raptors. -Raptor wintering (hawk/owl) sites need to be > 20 ha with a combination of forest and upland. -Least disturbed sites, idle/fallow or lightly grazed field/meadow (>15ha) with adjacent woodlands -Field area of the habitat is to be wind swept with limited snow depth or accumulation. -Eagle sites have open water and large trees and snags available for roosting.	Absent. The subject property likely undergoes too much regular maintenance/disturbance to function as the SWH, Raptor Wintering Area. Moreover, the subject property is not located in or near a highly productive waterbody for bald eagle.

Table 4: Significant Wildlife Habitat Assessment

Source: Significant Wildlife Habitat Criteria Schedules for Ecoregion 6E (MNR, 2015)

Wildlife Category	Wildlife Habitat	Wildlife Species	CANDIDATE SWH		SWH Assessment
			ELC Ecosite Codes for Candidate SWH	Habitat Criteria for Candidate SWH	
Seasonal Concentration Areas of Animals	Bat Hibernacula <u>Rationale:</u> Bat hibernacula are rare habitats in all Ontario landscapes.	Big Brown Bat Tri-coloured Bat	Bat Hibernacula may be found in these ecosites: CCR1 CCR2 CCA1 CCA2 (Note: buildings are not considered to be SWH)	-Hibernacula may be found in caves, mine shafts, underground foundations and Karsts. -Active mine sites should not be considered as SWH -The locations of bat hibernacula are relatively poorly known.	Absent. None of the listed communities were identified on the subject property or anticipated to occur up to 200 m of the adjacent lands.
Seasonal Concentration Areas of Animals	Bat Maternity Colonies <u>Rationale:</u> Known locations of forested bat maternity colonies are extremely rare in all Ontario landscapes.	Big Brown Bat Silver-haired Bat	Maternity colonies considered SWH are found in forested Ecosites. All ELC Ecosites in ELC Community Series: FOD FOM SWD SWM	-Maternity colonies can be found in tree cavities, vegetation and often in buildings (buildings are not considered to be SWH). -Maternity roosts are not found in caves and mines in Ontario. -Maternity colonies located in Mature deciduous or mixed forest stands with >10/ha large diameter (>25cm dbh) wildlife trees -Female Bats prefer wildlife tree (snags) in early stages of decay, class 1-3 or class 1 or 2. -Silver-haired Bats prefer older mixed or deciduous forest and form maternity colonies in tree cavities and small hollows. Older forest areas with at least 21 snags/ha are preferred.	Candidate. The FOC4-1, FOD5, FOD5-10, FODM11, FOM2-2, FOM7-2, SWC1-1, SWD2, SWD3-2 and SWM communities have the potential of containing bat maternity roost sites.
Seasonal Concentration Areas of Animals	Turtle Wintering Areas <u>Rationale:</u> Generally sites are the only known sites in the area. Sites with the highest number of individuals are most significant.	Midland Painted Turtle Special Concern: Northern Map Turtle Snapping Turtle	Snapping and Midland Painted Turtles; ELC Community Classes; SW, MA, OA and SA, ELC Community Series; FEO and BOO Northern Map Turtle; Open Water areas such as deeper rivers or streams and lakes with current can also be used as over-wintering habitat.	-For most turtles, wintering areas are in the same general area as their core habitat. Water has to be deep enough not to freeze and have soft mud substrates. -Over-wintering sites are permanent water bodies, large wetlands, and bogs or fens with adequate Dissolved Oxygen. -Man-made ponds such as sewage lagoons or storm water ponds should not be considered SWH.	Absent. The MAM2 and MAS2 communities are not anticipated to contain enough water depth to function as the SWH, Turtle Wintering Areas.

Table 4: Significant Wildlife Habitat Assessment

Source: Significant Wildlife Habitat Criteria Schedules for Ecoregion 6E (MNR, 2015)

Wildlife Category	Wildlife Habitat	Wildlife Species	CANDIDATE SWH		SWH Assessment
			ELC Ecosite Codes for Candidate SWH	Habitat Criteria for Candidate SWH	
Seasonal Concentration Areas of Animals	Reptile Hibernaculum <u>Rationale:</u> Generally sites are the only known sites in the area. Sites with the highest number of individuals are most significant.	<u>Snakes:</u> Eastern Gartersnake Northern Watersnake Northern Red-bellied Snake Northern Brownsnake Smooth Green Snake Northern Ring-necked Snake <u>Special Concern:</u> Milksnake Eastern Ribbonsnake <u>Lizard:</u> <u>Special Concern</u> (Southern Shield population): Five-lined Skink	For all snakes, habitat may be found in any ecosite other than very wet ones. Talus, Rock Barren, Crevice, Cave, and Alvar sites may be directly related to these habitats. Observations or congregations of snakes on sunny warm days in the spring or fall is a good indicator. For Five-lined Skink, ELC Community Series of FOD and FOM and Ecosites: FOC1 FOC3	-For snakes, hibernation takes place in sites located below frost lines in burrows, rock crevices and other natural or naturalized locations. The existence of features that go below frost line; such as rock piles or slopes, old stone fences, and abandoned crumbling foundations assist in identifying candidate SWH. -Areas of broken and fissured rock are particularly valuable since they provide access to subterranean sites below the frost line. -Wetlands can also be important over-wintering habitat in conifer or shrub swamps and swales, poor fens, or depressions in bedrock terrain with sparse trees or shrubs with sphagnum moss or sedge hummock ground cover. -Five-lined skink prefer mixed forests with rock outcrop openings providing cover rock overlaying granite bedrock with fissures.	Absent. No rock or similar features extending below the frost line were observed on the subject property nor anticipated to occur within 100 m of the subject property. Moreover, no congregations of snakes were observed during Sumac's spring site visits.
Seasonal Concentration Areas of Animals	Colonially - Nesting Bird Breeding Habitat (Bank and Cliff) <u>Rationale:</u> Historical use and number of nests in a colony make this habitat significant. An identified colony can be very important to local populations. All swallow population are declining in Ontario.	Cliff Swallow Northern Rough-winged Swallow (this species is not colonial but can be found in Cliff Swallow colonies)	Eroding banks, sandy hills, borrow pits, steep slopes, and sand piles Cliff faces, bridge abutments, silos, barns. Habitat found in the following ecosites: CUM1 CUT1 CUS1 BLO1 BLS1 BLT1 CLO1 CLS1 CLT1	-Any site or areas with exposed soil banks, undisturbed or naturally eroding that is not a licensed/permitted aggregate area. -Does not include man-made structures (bridges or buildings) or recently (2 years) disturbed soil areas, such as berms, embankments, soil or aggregate stockpiles. -Does not include a licensed/permitted Mineral Aggregate Operation.	Absent. No banks or cliffs were observed on the subject property nor anticipated to occur within 50 m of the adjacent lands.

Table 4: Significant Wildlife Habitat Assessment

Source: Significant Wildlife Habitat Criteria Schedules for Ecoregion 6E (MNR, 2015)

Wildlife Category	Wildlife Habitat	Wildlife Species	CANDIDATE SWH		SWH Assessment
			ELC Ecosite Codes for Candidate SWH	Habitat Criteria for Candidate SWH	
Seasonal Concentration Areas of Animals	<p>Colonially - Nesting Bird Breeding Habitat (Tree/Shrubs)</p> <p><u>Rationale:</u> Large colonies are important to local bird population, typically sites are only known colony in area and are used annually.</p>	<p>Great Blue Heron Black-crowned Night-heron Great Egret Green Heron</p>	<p>SWM2 SWM3 SWM5 SWM6 SWD1 SWD2 SWD3 SWD4 SWD5 SWD6 SWD7 FET1</p>	<p>-Nests in live or dead standing trees in wetlands, lakes, islands, and peninsulas. Shrubs and occasionally emergent vegetation may also be used. -Most nests in trees are 11 to 15 m from ground, near the top of the tree.</p>	<p>Absent. Three (3) active great blue heron nests were observed in the SWD3-2 community (Figure 3). No areas with five (5) or more active great blue heron nests were observed on the subject property.</p>
Seasonal Concentration Areas of Animals	<p>Colonially - Nesting Bird Breeding Habitat (Ground)</p> <p><u>Rationale:</u> Colonies are important to local bird population, typically sites are only known colony in area and are used annually.</p>	<p>Herring Gull Great Black-backed Gull Little Gull Ring-billed Gull Common Tern Caspian Tern Brewer's Blackbird</p>	<p>Any rocky island or peninsula (natural or artificial) within a lake or large river (two-lined on a 1:50,000 NTS map). Close proximity to watercourses in open fields or pastures with scattered trees or shrubs (Brewer's Blackbird)</p> <p>MAM1 – 6; MAS1 – 3; CUM CUT CUS</p>	<p>-Nesting colonies of gulls and terns are on islands or peninsulas associated with open water or in marshy areas. -Brewers Blackbird colonies are found loosely on the ground in or in low bushes in close proximity to streams and irrigation ditches within farmlands.</p>	<p>Absent. The subject property is not located on a rocky island or peninsula within a lake or large river.</p>
Seasonal Concentration Areas of Animals	<p>Migratory Butterfly Stopover Areas</p> <p><u>Rationale:</u> Butterfly stopover areas are extremely rare habitats and are biologically important for butterfly species that migrate south for the winter.</p>	<p>Painted Lady Red Admiral</p> <p><u>Special Concern</u> Monarch</p>	<p>Combination of ELC Community Series; need to have present one Community Series from each landclass:</p> <p>Field: CUM CUT CUS</p> <p>Forest: FOC FOD FOM CUP</p> <p>Anecdotally, a candidate site for butterfly stopover will have a history of butterflies being observed.</p>	<p>A butterfly stopover area will be a minimum of 10 ha in size with a combination of field and forest habitat present, and will be located within 5 km of Lake Ontario. -The habitat is typically a combination of field and forest, and provides the butterflies with a location to rest prior to their long migration south. -The habitat should not be disturbed, fields/meadows with an abundance of preferred nectar plants and woodland edge providing shelter are requirements for this habitat. -Staging areas usually provide protection from the elements and are often spits of land or areas with the shortest distance to cross the Great Lakes.</p>	<p>Absent. The subject property is not located within 5 km of Lake Ontario.</p>

Table 4: Significant Wildlife Habitat Assessment

Source: Significant Wildlife Habitat Criteria Schedules for Ecoregion 6E (MNR, 2015)

Wildlife Category	Wildlife Habitat	Wildlife Species	CANDIDATE SWH		SWH Assessment
			ELC Ecosite Codes for Candidate SWH	Habitat Criteria for Candidate SWH	
Seasonal Concentration Areas of Animals	Landbird Migratory Stopover Areas <u>Rationale:</u> Sites with a high diversity of species as well as high numbers are most significant.	All migratory songbirds. Canadian Wildlife Service Ontario website: http://www.ec.gc.ca/nature/21B7A9D-1 All migrant raptors species: Ontario Ministry of Natural Resources: Fish and Wildlife Conservation Act, 1997. Schedule 7: Specially Protected Birds (Raptors)	All Ecosites associated with these ELC Community Series; FOC FOM FOD SWC SWM SWD	-Woodlots need to be >10 ha in size and within 5 km of Lake Ontario. -If multiple woodlands are located along the shoreline those Woodlands <2km from Lake Ontario are more significant. -Sites have a variety of habitats; forest, grassland and wetland complexes. -The largest sites are more significant. -Woodlots and forest fragments are important habitats to migrating birds, these features located along the shore and located within 5 km of Lake Ontario are Candidate SWH.	Absent. The subject property is not located within 5 km of Lake Ontario.

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Wildlife Category	Wildlife Habitat	Wildlife Species	CANDIDATE SWH		SWH Assessment
			ELC Ecosite Codes for Candidate SWH	Habitat Criteria for Candidate SWH	
Seasonal Concentration Areas of Animals	<p>Deer Yarding Areas</p> <p><u>Rationale:</u> Winter habitat for deer is considered to be the main limiting factor for northern deer populations. In winter, deer congregate in “yards” to survive severe winter conditions. Deer yards typically have a long history of annual use by deer, yards typically represent 10-15% of an areas summer range.</p>	White-tailed Deer	<p>Note: OMNRF to determine this habitat.</p> <p>ELC Community Series providing a thermal cover component for a deer yard would include: FOM, FOC, SWM and SWC.</p> <p>Or these ELC Ecosites; CUP2 CUP3 FOD3 CUT</p>	<p>-Deer yarding areas or winter concentration areas (yards) are areas deer move to in response to the onset of winter snow and cold. This is a behavioural response and deer will establish traditional use areas. The yard is composed of two areas referred to as Stratum I and Stratum II. Stratum II covers the entire winter yard area and is usually a mixed or deciduous forest with plenty of browse available for food. Agricultural lands can also be included in this area. Deer move to these areas in early winter and generally, when snow depths reach 20 cm, most of the deer will have moved here. If the snow is light and fluffy, deer may continue to use this area until 30 cm snow depth. In mild winters, deer may remain in the Stratum II area the entire winter.</p> <p>-The Core of a deer yard (Stratum I) is located within the Stratum II area and is critical for deer survival in areas where winters become severe. It is primarily composed of coniferous trees (pine, hemlock, cedar, spruce) with a canopy cover of more than 60%.</p> <p>-OMNRF determines deer yards following methods outlined in “Selected Wildlife and Habitat Features: Inventory Manual”.</p> <p>-Woodlots with high densities of deer due to artificial feeding are not significant.</p>	Absent. According to Land Information Ontario, no deer yarding areas have been mapped on the subject property.

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Source: Significant Wildlife Habitat Criteria Schedules for Ecoregion 6E (MNRF, 2015)

Wildlife Category	Wildlife Habitat	Wildlife Species	CANDIDATE SWH		SWH Assessment
			ELC Ecosite Codes for Candidate SWH	Habitat Criteria for Candidate SWH	
Seasonal Concentration Areas of Animals	Deer Winter Congregation Areas <u>Rationale:</u> Deer movement during winter in the southern areas of Ecoregion 6E are not constrained by snow depth, however deer will annually congregate in large numbers in suitable woodlands to reduce or avoid the impacts of winter conditions.	White-tailed Deer	All Forested Ecosites with these ELC Community Series; FOC FOM FOD SWC SWM SWD Conifer plantations much smaller than 50 ha may also be used.	-Woodlots will typically be >100 ha in size. Woodlots >100ha may be considered significant based on MNRF studies or assessment. -Deer movement during winter in the southern areas of Ecoregion 6E are not constrained by snow depth, however deer will annually congregate in large numbers in suitable woodlands. -If deer are constrained by snow depth refer to the Deer Yarding Area habitat within Table 1.1 of this Schedule. -Large woodlots > 100ha and up to 1500 ha are known to be used annually by densities of deer that range from 0.1-1.5 deer/ha. -Woodlots with high densities of deer due to artificial feeding are not significant.	Absent. According to Land Information Ontario, no deer winter congregation areas have been mapped on the subject property.
Rare Vegetation Communities	Cliffs and Talus Slopes <u>Rationale:</u> Cliffs and Talus Slopes are extremely rare habitats in Ontario.	Any ELC Ecosite within Community Series: TAO CLO TAS CLS TAT CLT	A Cliff is vertical to near vertical bedrock >3m in height. A Talus Slope is rock rubble at the base of a cliff made up of coarse rocky debris	Most cliff and talus slopes occur along the Niagara Escarpment.	Absent. None of the listed communities were identified on the subject property.
Rare Vegetation Communities	Sand Barren <u>Rationale:</u> Sand barrens are rare in Ontario and support rare species. Most Sand Barrens have been lost due to cottage development and forestry.	ELC Ecosites: SBO1 SBS1 SBT1 Vegetation cover varies from patchy and barren to continuous meadow (SBO1), thicket-like (SBS1), or more closed and treed (SBT1). Tree cover always ≤ 60%.	Sand Barrens typically are exposed sand, generally sparsely vegetated and caused by lack of moisture, periodic fires and erosion. Usually located within other types of natural habitat such as forest or savannah. Vegetation can vary from patchy and barren to tree covered, but less than 60%.	A sand barren area >0.5ha in size.	Absent. None of the listed communities were identified on the subject property.

Table 4: Significant Wildlife Habitat Assessment

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Wildlife Category	Wildlife Habitat	Wildlife Species	CANDIDATE SWH		SWH Assessment
			ELC Ecosite Codes for Candidate SWH	Habitat Criteria for Candidate SWH	
Rare Vegetation Communities	<p>Alvar</p> <p><u>Rationale:</u> Alvars are extremely rare habitats in Ecoregion 6E. Most alvars in Ontario are in Ecoregions 6E and 7E. Alvars in 6E are small and highly localized just north of the Paleozoic-Precambrian contact.</p>	<p>ALO1 ALS1 ALT1 FOC1 FOC2 CUM2 CUS2 CUT2-1 CUW2</p> <p>Five Alvar Indicator Species:</p> <p>1) Carex crawei 2) Panicum philadelphicum 3) Eleocharis compressa 4) Scutellaria parvula 5) Trichostema brachiatum</p> <p>These indicator species are very specific to Alvars within Ecoregion 6E.</p>	<p>An alvar is typically a level, mostly unfractured calcareous bedrock feature with a mosaic of rock pavements and bedrock overlain by a thin veneer of soil. The hydrology of alvars is complex, with alternating periods of inundation and drought. Vegetation cover varies from sparse lichen-moss associations to grasslands and shrublands and comprising a number of characteristic or indicator plants. Undisturbed alvars can be phyto- and zoogeographically diverse, supporting many uncommon or are relict plant and animals species. Vegetation cover varies from patchy to barren with a less than 60% tree cover.</p>	<p>An Alvar site > 0.5 ha in size.</p>	<p>Absent. None of the listed communities were identified on the subject property.</p>
Rare Vegetation Communities	<p>Old Growth Forest</p> <p><u>Rationale:</u> Due to historic logging practices, extensive old growth forest is rare in the Ecoregion. Interior habitat provided by old growth forests is required by many wildlife species.</p>	<p>Forest Community Series: FOD FOC FOM SWD SWC SWM</p>	<p>Old Growth forests are characterized by heavy mortality or turnover of over- storey trees resulting in a mosaic of gaps that encourage development of a multi-layered canopy and an abundance of snags and downed woody debris.</p>	<p>Woodland area is 30 ha or greater in size or with at least 10 ha interior habitat assuming 100 m buffer at edge of forest.</p>	<p>Absent. No areas of woodland on the subject property exhibited sufficient old-growth characteristics to be considered as this SWH.</p>
Rare Vegetation Communities	<p>Savannah</p> <p><u>Rationale:</u> Savannahs are extremely rare habitats in Ontario.</p>	<p>TPS1 TPS2 TPW1 TPW2 CUS2</p>	<p>A Savannah is a tallgrass prairie habitat that has tree cover between 25-60%.</p>	<p>No minimum size to site Site must be restored or a natural site. Remnant sites such as railway right of ways are not considered to be SWH.</p>	<p>Absent. None of the listed communities were identified on the subject property.</p>

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Wildlife Category	Wildlife Habitat	Wildlife Species	CANDIDATE SWH		SWH Assessment
			ELC Ecosite Codes for Candidate SWH	Habitat Criteria for Candidate SWH	
Rare Vegetation Communities	Tallgrass Prairie <u>Rationale:</u> Tallgrass Prairies are extremely rare habitats in Ontario.	TPO1 TPO2	A Tallgrass Prairie has ground cover dominated by prairie grasses. An open Tallgrass Prairie habitat has < 25% tree cover.	No minimum size to site . Site must be restored or a natural site. Remnant sites such as railway right of ways are not considered to be SWH.	Absent. None of the listed communities were identified on the subject property.
Rare Vegetation Communities	Other Rare Vegetation Communities <u>Rationale:</u> Plant communities that often contain rare species which depend on the habitat for survival.	Provincially Rare S1, S2 and S3 vegetation communities are listed in Appendix M of the SWHTG. Any ELC Ecosite Code that has a possible ELC Vegetation Type that is Provincially Rare is Candidate SWH.	Rare Vegetation Communities may include beaches, fens, forest, marsh, barrens, dunes and swamps.	ELC Ecosite codes that have the potential to be a rare ELC Vegetation Type as outlined in appendix M. The OMNRF/NHIC will have up to date listing for rare vegetation communities.	Absent. None of the listed communities were identified on the subject property.
Specialized Habitats of Wildlife considered SWH	Waterfowl Nesting Area <u>Rationale:</u> Important to local waterfowl populations, sites with greatest number of species and highest number of individuals are significant.	American Black Duck Northern Pintail Northern Shoveler Gadwall Blue-winged Teal Green-winged Teal Wood Duck Hooded Merganser Mallard	All upland habitats located adjacent to these wetland ELC Ecosites are Candidate SWH: MAS1 MAS2 MAS3 SAS1 SAM1 SAF1 MAM1 MAM2 MAM3 MAM4 MAM5 MAM6 SWT1 SWT2 SWD1 SWD2 SWD3 SWD4 Note: includes adjacency to Provincially Significant Wetlands	A waterfowl nesting area extends 120 m from a wetland (> 0.5 ha) or a wetland (>0.5 ha) and any small wetlands (0.5 ha) within 120 m or a cluster of 3 or more small (<0.5 ha) wetlands within 120 m of each individual wetland where waterfowl nesting is known to occur. -Upland areas should be at least 120 m wide so that predators such as racoons, skunks, and foxes have difficulty finding nests. -Wood Ducks and Hooded Mergansers utilize large diameter trees (>40 cm dbh) in woodlands for cavity nest sites.	Absent. The MAS2, MAM2, SWT2-5, SWD2 and SWD3-2 communities are not anticipated to function as the SWH, Waterfowl Nesting Area, given that none of the listed waterfowl were observed on the subject property during Sumac's spring investigations.

Table 4: Significant Wildlife Habitat Assessment

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Wildlife Category	Wildlife Habitat	Wildlife Species	CANDIDATE SWH		SWH Assessment
			ELC Ecosite Codes for Candidate SWH	Habitat Criteria for Candidate SWH	
Specialized Habitats of Wildlife considered SWH	Bald Eagle and Osprey Nesting, Foraging and Perching Habitat <u>Rationale:</u> Nest sites are fairly uncommon in Ecoregion 6E and are used annually by these species. Many suitable nesting locations may be lost due to increasing shoreline development pressures and scarcity of habitat.	Osprey Special Concern Bald Eagle	ELC Forest Community Series: FOD, FOM, FOC, SWD, SWM and SWC directly adjacent to riparian areas – rivers, lakes, ponds and wetlands	Nests are associated with lakes, ponds, rivers or wetlands along forested shorelines, islands, or on structures over water. -Osprey nests are usually at the top a tree whereas Bald Eagle nests are typically in super canopy trees in a notch within the tree’s canopy. -Nests located on man-made objects are not to be included as SWH (e.g. telephone poles and constructed nesting platforms).	Absent. The SWH, Bald Eagle and Osprey Nesting, Foraging and Perching Habitat, is not anticipated on the subject property given the distance to the nearest highly productive waterbody and regular maintenance/disturbance carried out on the subject property.
Specialized Habitats of Wildlife considered SWH	Woodland Raptor Nesting Habitat <u>Rationale:</u> Nests sites for these species are rarely identified; these area sensitive habitats are often used annually by these species.	Northern Goshawk Cooper’s Hawk Sharp-shinned Hawk Red-shouldered Hawk Barred Owl Broad-winged Hawk	May be found in all forested ELC Ecosites. May also be found in SWC, SWM, SWD and CUP3	All natural or conifer plantation woodland/forest stands >30 ha with >10 ha of interior habitat. Interior habitat determined with a 200 m buffer -Stick nests found in a variety of intermediate-aged to mature conifer, deciduous or mixed forests within tops or crotches of trees. Species such as Coopers hawk nest along forest edges sometimes on peninsulas or small off-shore islands. -In disturbed sites, nests may be used again, or a new nest will be in close proximity to old nest.	Absent. None of the listed species were observed on the subject property. Moreover, the portions of woodland that extend onto the subject property do not likely contain an adequate amount of interior forest habitat to function as the SWH, Woodland Raptor Nesting Habitat.
Specialized Habitats of Wildlife considered SWH	Turtle Nesting Areas <u>Rationale:</u> These habitats are rare and when identified will often be the only breeding site for local populations of turtles.	Midland Painted Turtle <u>Special Concern Species</u> Northern Map Turtle Snapping Turtle	Exposed mineral soil (sand or gravel) areas adjacent (<100m) or within the following ELC Ecosites: MAS1 MAS2 MAS3 SAS1 SAM1 SAF1 BOO1 FEO1	-Best nesting habitat for turtles are close to water and away from roads and sites less prone to loss of eggs by predation from skunks, raccoons or other animals. -For an area to function as a turtle- nesting area, it must provide sand and gravel that turtles are able to dig in and are located in open, sunny areas. Nesting areas on the sides of municipal or provincial road embankments and shoulders are not SWH. -Sand and gravel beaches adjacent to undisturbed shallow weedy areas of marshes, lakes, and rivers are most frequently used.	Absent. No turtle nesting areas observed on the subject property.

Table 4: Significant Wildlife Habitat Assessment

Source: Significant Wildlife Habitat Criteria Schedules for Ecoregion 6E (MNRF, 2015)

Wildlife Category	Wildlife Habitat	Wildlife Species	CANDIDATE SWH		SWH Assessment
			ELC Ecosite Codes for Candidate SWH	Habitat Criteria for Candidate SWH	
Specialized Habitats of Wildlife considered SWH	Seeps and Springs <u>Rationale:</u> Seeps/Springs are typical of headwater areas and are often at the source of coldwater streams.	Wild Turkey Ruffed Grouse Spruce Grouse White-tailed Deer Salamander spp.	Seeps/Springs are areas where ground water comes to the surface. Often they are found within headwater areas within forested habitats. Any forested Ecosite within the headwater areas of a stream could have seeps/springs.	Any forested area (with <25% meadow/ field/ pasture) within the headwaters of a stream or river system. -Seeps and springs are important feeding and drinking areas especially in the winter will typically support a variety of plant and animal species.	Absent. A single spring was observed at the edge of an MAM2 community (Figure 3). No areas with two or more seeps/springs were identified on the subject property.
Specialized Habitats of Wildlife considered SWH	Amphibian Breeding Habitat (Woodland). <u>Rationale:</u> These habitats are extremely important to amphibian biodiversity within a landscape and often represent the only breeding habitat for local amphibian populations	Eastern Newt Blue-spotted Salamander Spotted Salamander Gray Treefrog Spring Peeper Western Chorus Frog Wood Frog	All Ecosites associated with these ELC Community Series; FOC FOM FOD SWC SWM SWD Breeding pools within the woodland or the shortest distance from forest habitat are more significant because they are more likely to be used due to reduced risk to migrating amphibians.	-Presence of a wetland, pond or woodland pool (including vernal pools) >500m ² (about 25m diameter) within or adjacent (within 120m) to a woodland (no minimum size). Some small wetlands may not be mapped and may be important breeding pools for amphibians. -Woodlands with permanent ponds or those containing water in most years until mid-July are more likely to be used as breeding habitat.	Confirmed. The SWD2 community contained an adequate amount of breeding populations of the listed frog species to be considered as the SWH, Amphibian Breeding Habitat (Woodland).
Specialized Habitats of Wildlife considered SWH	Amphibian Breeding Habitat (Wetlands) <u>Rationale:</u> Wetlands supporting breeding for these amphibian species are extremely important and fairly rare within Central Ontario landscapes.	Eastern Newt American Toad Spotted Salamander Four-toed Salamander Blue-spotted Salamander Gray Treefrog Western Chorus Frog Northern Leopard Frog Pickerel Frog Green Frog Mink Frog Bullfrog	ELC Community Classes SW, MA, FE, BO, OA and SA. Typically these wetland ecosites will be isolated (>120m) from woodland ecosites, however larger wetlands containing predominantly aquatic species (e.g. Bull Frog) may be adjacent to woodlands.	-Wetlands >500 m ² (about 25 m diameter), supporting high species diversity are significant; some small or ephemeral habitats may not be identified on MNRF mapping and could be important amphibian breeding habitats. -Presence of shrubs and logs increase significance of pond for some amphibian species because of available structure for calling, foraging, escape and concealment from predators. -Bullfrogs require permanent water bodies with abundant emergent vegetation.	Absent. None of the swamp or marsh communities contained an adequate amount of breeding populations of the listed frog species to be considered as the SWH, Amphibian Breeding Habitat (Wetland). Moreover, none of the listed salamander species or candidate salamander eggmasses were encountered on the subject property during Sumac's spring investigations.

Table 4: Significant Wildlife Habitat Assessment

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Wildlife Category	Wildlife Habitat	Wildlife Species	CANDIDATE SWH		SWH Assessment
			ELC Ecosite Codes for Candidate SWH	Habitat Criteria for Candidate SWH	
Specialized Habitats of Wildlife considered SWH	Woodland Area-Sensitive Bird Breeding Habitat <u>Rationale:</u> Large, natural blocks of mature woodland habitat within the settled areas of Southern Ontario are important habitats for area sensitive interior forest song birds.	Yellow-bellied Sapsucker Red-breasted Nuthatch Veery Blue-headed Vireo Northern Parula Black-throated Green Warbler Blackburnian Warbler Black-throated Blue Warbler Ovenbird Scarlet Tanager Winter Wren Special Concern: Cerulean Warbler Canada Warbler	All Ecosites associated with these ELC Community Series; FOC FOM FOD SWC SWM SWD	-Habitats where interior forest breeding birds are breeding, typically large mature (>60 yrs old) forest stands or woodlots >30 ha. -Interior forest habitat is at least 200 m from forest edge habitat.	Absent. Ovenbird was heard calling with probable breeding evidence in the significant woodland feature. Yellow-bellied sapsucker, winter wren and scarlet tanager were heard calling with possible breeding evidence in the significant woodland feature. Three (3) or more of the listed species were not heard with probable or confirmed breeding behaviour on the subject property and as such, the portion of significant woodland that extends across the subject property is not anticipated to function as the SWH, Woodland Area-Sensitive Bird Breeding Habitat.
Habitats of Species of Conservation Concern considered SWH	Marsh Breeding Bird Habitat <u>Rationale:</u> Wetlands for these bird species are typically productive and fairly rare in Southern Ontario landscapes.	American Bittern Virginia Rail Sora Common Moorhen American Coot Pied-billed Grebe Marsh Wren Sedge Wren Common Loon Sandhill Crane Green Heron Trumpeter Swan Special Concern: Black Tern Yellow Rail	MAM1 MAM2 MAM3 MAM4 MAM5 MAM6 SAS1 SAM1 SAF1 FEO1 BOO1 For Green Heron: All SW, MA and CUM1 sites.	-Nesting occurs in wetlands. -All wetland habitat is to be considered as long as there is shallow water with emergent aquatic vegetation present. -For Green Heron, habitat is at the edge of water such as sluggish streams, ponds and marshes sheltered by shrubs and trees. Less frequently, it may be found in upland shrubs or forest a considerable distance from water.	Candidate. The MAM2 community located on the northern side of Sideroad 60, as well as, the MAS2 community located at the southwestern corner of the subject property has the potential to function as the SWH, Marsh Breeding Bird Habitat.

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Wildlife Category	Wildlife Habitat	Wildlife Species	CANDIDATE SWH		SWH Assessment
			ELC Ecosite Codes for Candidate SWH	Habitat Criteria for Candidate SWH	
Habitats of Species of Conservation Concern considered SWH	Open Country Bird Breeding Habitat <u>Rationale:</u> This wildlife habitat is declining throughout Ontario and North America. Species such as the Upland Sandpiper have declined significantly the past 40 years based on CWS (2004) trend records.	Upland Sandpiper Grasshopper Sparrow Vesper Sparrow Northern Harrier Savannah Sparrow Special Concern: Short-eared Owl	CUM1 CUM2	-Large grassland areas (includes natural and cultural fields and meadows) >30 ha. -Grasslands not Class 1 or 2 agricultural lands, and not being actively used for farming (i.e. no row cropping or intensive hay or livestock pasturing in the last 5 years). -Grassland sites considered significant should have a history of longevity, either abandoned fields, mature hayfields and pasturelands that are at least 5 years or older. -The Indicator bird species are area sensitive requiring larger grassland areas than the common grassland species.	Confirmed. Grasshopper sparrow and savannah sparrow were heard calling from the CUM1 community in the central portion of the subject property with probable breeding evidence.
Habitats of Species of Conservation Concern considered SWH	Shrub/Early Successional Bird Breeding Habitat <u>Rationale:</u> This wildlife habitat is declining throughout Ontario and North America. The Brown Thrasher has declined significantly over the past 40 years based on CWS (2004) trend records.	<u>Indicator Spp:</u> Brown Thrasher Clay-coloured Sparrow <u>Common Spp.</u> Field Sparrow Black-billed Cuckoo Eastern Towhee Willow Flycatcher Special Concern: Yellow-breasted Chat Golden-winged Warbler	CUT1 CUT2 CUS1 CUS2 CUW1 CUW2 Patches of shrub ecosites can be complexed into a larger habitat for some bird species	Large field areas succeeding to shrub and thicket habitats >10 ha in size. -Shrub land or early successional fields, not class 1 or 2 agricultural lands, not being actively used for farming (i.e. no row-cropping, haying or live-stock pasturing in the last 5 years) . -Shrub thicket habitats (>10 ha) are most likely to support and sustain a diversity of these species. -Shrub and thicket habitat sites considered significant should have a history of longevity, either abandoned fields or pasturelands.	Absent. Only two (2) of the listed common species (i.e., field sparrow and Eastern towhee) were heard calling from a listed community, CUM1, during the dawn breeding bird surveys with probable breeding evidence.
Habitats of Species of Conservation Concern considered SWH	Terrestrial Crayfish <u>Rationale:</u> Terrestrial Crayfish are only found within SW Ontario in Canada and their habitats are very rare.	Chimney or Digger Crayfish; (<i>Fallicambarus fodiens</i>) Devil Crayfish or Meadow Crayfish; (<i>Cambarus Diogenes</i>)	MAM1 MAM2 MAM3 MAM4 MAM5 MAM6 MAS1 MAS2 MAS3 SWD SWT SWM CUM1 with inclusions of above meadow marsh or swamp ecosites can be used by terrestrial crayfish.	Wet meadow and edges of shallow marshes (no minimum size) should be surveyed for terrestrial crayfish. -Constructs burrows in marshes, mudflats, meadows, the ground can't be too moist. Can often be found far from water. -Both species are a semi-terrestrial burrower which spends most of its life within burrows consisting of a network of tunnels. Usually the soil is not too moist so that the tunnel is well formed.	Confirmed. Terrestrial crayfish chimneys were observed in the MAM2 community (Figure 3).

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Wildlife Category	Wildlife Habitat	Wildlife Species	CANDIDATE SWH		SWH Assessment
			ELC Ecosite Codes for Candidate SWH	Habitat Criteria for Candidate SWH	
Habitats of Species of Conservation Concern considered SWH	Special Concern and Rare Wildlife Species <u>Rationale:</u> These species are quite rare or have experienced significant population declines in Ontario.	All Special Concern and Provincially Rare (S1-S3, SH) plant and animal species. Lists of these species are tracked by the Natural Heritage Information Centre (NHIC).	All plant and animal element occurrences (EO) within a 1 or 10km grid. Older element occurrences were recorded prior to GPS being available, therefore location information may lack accuracy	When an element occurrence is identified within a 1 or 10 km grid for a Special Concern or provincially Rare species; linking candidate habitat on the site needs to be completed to ELC Ecosites.	Confirmed. Provincially rare listed species, butternut and golden-winged warbler, were observed on the subject property. Special concern species, Eastern wood-pewee, golden-winged warbler, grasshopper sparrow, monarch, Eastern ribbonsnake and snapping turtle, were observed on the subject property.
Animal Movement Corridors	Amphibian Movement Corridors <u>Rationale:</u> Movement corridors for amphibians moving from their terrestrial habitat to breeding habitat can be extremely important for local populations.	Eastern Newt American Toad Spotted Salamander Four-toed Salamander Blue-spotted Salamander Gray Treefrog Western Chorus Frog Northern Leopard Frog Pickerel Frog Green Frog Mink Frog Bullfrog	Corridors may be found in all ecosites associated with water. -Corridors will be determined based on identifying the significant breeding habitat for these species in Table 1.1	Movement corridors between breeding habitat and summer habitat. -Movement corridors must be determined when Amphibian breeding habitat is confirmed as SWH from Table 1.2.2 (Amphibian Breeding Habitat –Wetland) of this Schedule.	Absent. No candidate amphibian corridor from the SWD2 community was observed on the subject property.
Animal Movement Corridors	Deer Movement Corridors <u>Rationale</u> Corridors important for all species to be able to access seasonally important life-cycle habitats or to access new habitat for dispersing individuals by minimizing their vulnerability while travelling.	White-tailed Deer	Corridors may be found in all forested ecosites. A Project Proposal in Stratum II Deer Wintering Area has potential to contain corridors.	Movement corridor must be determined when Deer Wintering Habitat is confirmed as SWH from Table 1.1 of this schedule. -A deer wintering habitat identified by the OMNRF as SWH in Table 1.1 of this Schedule will have corridors that the deer use during fall migration and spring dispersion. -Corridors typically follow riparian areas, woodlots, areas of physical geography (ravines, or ridges).	Absent. No deer winter congregation areas or deer yarding areas were mapped on the subject property. The subject property is not anticipated to function as a corridor to Deer Wintering Habitat.

Table 4: Significant Wildlife Habitat Assessment

Source: Significant Wildlife Habitat Criteria Schedules for Ecoregion 6E (MNR, 2015)

Wildlife Category	Wildlife Habitat	Wildlife Species	CANDIDATE SWH		SWH Assessment
			ELC Ecosite Codes for Candidate SWH	Habitat Criteria for Candidate SWH	
Significant Wildlife Habitat Exceptions for Ecodistricts within EcoRegion 6E	6E-14 <u>Rationale:</u> The Bruce Peninsula has an isolated and distinct population of black bears. Maintenance of large woodland tracts with mast producing tree species is important for bears.	Mast Producing Areas Black Bear	All Forested habitat represented by ELC Community Series: FOM FOD	-Black bears require forested habitat that provides cover, winter hibernation sites, and mastproducing tree species. -Forested habitats need to be large enough to provide cover and protection for black bears. Woodland ecosites >30 ha with mast-producing tree species, either soft (cherry) or hard (oak and beech).	Absent. The subject property is not located in EcoDistrict 6E-14.
Significant Wildlife Habitat Exceptions for Ecodistricts within EcoRegion 6E	6E-17 <u>Rationale:</u> Sharp-tailed grouse only occur on Manitoulin Island in Ecoregion 6E, Leks are an important habitat to maintain their population.	Lek Sharp-tailed Grouse	CUM CUS CUT	-The lek or dancing ground consists of bare, grassy or sparse shrubland. There is often a hill or rise in topography. -Leks are typically a grassy field/meadow >15 ha with adjacent shrublands and >30 ha with adjacent deciduous woodland. Conifer trees within 500 m are not tolerated. Grasslands (field/meadow) are to be >15 ha when adjacent to shrubland and >30 ha when adjacent to deciduous woodland. -Grasslands are to be undisturbed with low intensities of agriculture (light grazing or late haying) -Leks will be used annually if not destroyed by cultivation or invasion by woody plants or tree planting.	Absent. The subject property is not located in EcoDistrict 6E-17.

List of Appendices

Appendix A: Terms of Reference Consultation

Appendix A: Terms of Reference Consultation



Cassandra Fligg <sumacenvironmental@gmail.com>

Environmental Impact Study at Part of Lot 64 Conc 3, Geographic Township of Holland

Cassandra Fligg <sumacenvironmental@gmail.com>

Wed, Apr 26, 2023 at 1:40 PM

To: Becky.Hillyer@grey.ca, Natalie.Mechalko@grey.ca, m.cook@svca.on.ca, ron.davidson@chatsworth.ca

Good afternoon all,

Sumac Environmental Consulting (Sumac) has been retained to complete an Environmental Impact Study (EIS) at Part of Lot 64 Concession 3 in the Geographic Township of Holland (Attachment 1; UTM Coordinates 17T 514452 m E 4908743 m N). It is our understanding that the landowner wishes to sever the subject property to create two (2) new parcels.

Sumac anticipates the following tasks to be required for the completion of the EIS:

- Complete a background review of documented occurrences of Species at Risk (SAR) in the area.
- Complete the following field studies on the subject property:
 1. Screen the forested communities that have the potential to be impacted by the proposed development for candidate bat maternity roost trees during leaf-off conditions in April of 2023.
 2. Screen for intermittent, ephemeral and/or perennial water features in general accordance with OSAP protocol following spring freshet and summer of 2023.
 3. Complete three (3) amphibian breeding surveys following the Marsh Monitoring Protocol (CWS and Bird Studies Canada) in April, May and June of 2023.
 4. Complete a single-season vascular plant inventory in June of 2023.
 5. Classify vegetation communities following protocol of the Ecological Land Classification of Southern Ontario (Lee et al.1998) in June of 2023.
 6. Complete dawn breeding bird surveys within the vegetation communities that have the potential to be impacted by the proposed development following the Ontario Forest Bird Monitoring, Marsh Monitoring and/or grassland bird monitoring protocols (dependent on habitat(s) on site) in May, June and/or July of 2023.
 7. Complete three (3) common nightjar surveys following the guidance document Survey Protocol for Eastern Whip-poor-will (*Caprimulgus vociferus*) in Ontario (MNRF, 2014) in May, June and/or July of 2023.
 8. Approximate the limits of natural heritage (e.g., wetland, significant woodland) that extend onto the subject property.
 9. Record incidental occurrences of wildlife and wildlife habitat.

With the information collected from the above noted activities, an EIS will be prepared with particular emphasis on the following:

- A description of the form and function of natural heritage identified on the subject property and adjacent lands (i.e. up to 120 m).
- A SAR screening that assesses the potential for SAR and/or their habitat on the subject property and adjacent lands.
- A Significant Wildlife Habitat (SWH) screening that assesses the potential for SWH areas on the subject property and adjacent lands.
- A review of environmental policy and regulations.
- Impact assessment that identifies any potential impacts to the identified natural heritage as a result of the proposed development.
- Mapping that depicts natural heritage, buffer areas, proposed development footprints, etc., where applicable.
- Recommendations and mitigation measures (e.g. design considerations, sensitive timing windows, monitoring, etc.).

At this time, I ask that you please review the proposed Terms of Reference for the EIS and provide a SAR list for the respective township, county or watershed, if available.

Kind regards,

Cassandra Fligg, M.Sc.
Environmental Consultant

Sumac Environmental Consulting
200 Muirfield Drive, Barrie ON, L4N 6K7
Tel: (249) 880-4676
Mobile: (705) 627-7754
www.sumacenvironmental.ca

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Attachment 1.pdf

10457K



Cassandra Fligg <sumacenvironmental@gmail.com>

Fw: EIS Terms of Reference - 420436000417300

Aaron Martin <Aaron@northwaymetals.com>
To: "sumacenvironmental@gmail.com" <sumacenvironmental@gmail.com>

Wed, May 10, 2023 at 7:15 PM

Cassandra,
See attached and below notes from the County, can you confirm that this all aligns with your plan for this EIS?

Aaron Martin

Northway Metals Inc.

aaron@northwaymetals.com

Sales: sales@northwaymetals.com

From: Becky Hillyer <Becky.Hillyer@grey.ca>
Sent: Wednesday, May 10, 2023 9:41 AM
To: Aaron Martin <Aaron@northwaymetals.com>
Cc: Natalie Mechalko <Natalie.Mechalko@grey.ca>; Solomon Martin <kingwoodplating@live.ca>; Michael Cook <m.cook@svca.on.ca>
Subject: EIS Terms of Reference - 420436000417300

Hi Aaron,

Many thanks for sending this along.

County staff have had a preliminary review of the ToR for the EIS and have no significant concerns, subject to the following.

Please confirm:

1. For the dawn breeding bird surveys, this monitoring should preferably be done in all three months (May, June and July);
2. The boundaries of the wetlands on site should be accurately defined and mapped, given that our current mapping is subject to significant inaccuracies.
3. It sounds like there may be some changes proposed to the eastern portion (additional tree removal for trails, etc.) Please make sure that this is taken into account in the scope of the EIS.

Generally, the EIS should determine the "best" location for development on all three sites, so the proposed site layout should be flexible in this respect.

I am attaching a copy of the County's Technical Guidelines for an Environmental Impact Study, for your review.

Please note that the County's Forest Management By-Law is in effect, and any removal of trees beyond the immediate development envelope associated with a building permit may require an exemption permit from the County.

Please feel free to reach out with any questions.

Warm Regards,

Becky Hillyer

Intermediate Planner

Phone: +1 519-372-0219 ext. 1233



From: Aaron Martin <Aaron@northwaymetals.com>

Sent: May 2, 2023 2:41 PM

To: Becky Hillyer <Becky.Hillyer@grey.ca>

Cc: Natalie Mechalko <Natalie.Mechalko@grey.ca>; Solomon Martin <kingwoodplating@live.ca>; Michael Cook <m.cook@svca.on.ca>

Subject: Fw: 300 Drawing

[EXTERNAL EMAIL]

Becky,

See attached EIS Proposal from Sumac, we have actually already started with the EIS...

I was just going through my email correspondence related to this property, and saw that in the email below you had asked to see a copy of this EIS proposal before we went ahead with it? I didn't know if Solomon had already sent it to you, but thought I would forward it to you guys anyways, just in case you hadn't seen it.

If there are any issues or comments, please feel free to let me know what changes should be made, then I can ask Sumac (Cassandra Fligg - sumacenvironmental@gmail.com) if we can modify/change/add to the scope of the EIS yet.

On the last page of this file there is a draft drawing that Solomon made for building locations and laneways, for your reference.



Cassandra Fligg <sumacenvironmental@gmail.com>

Fw: EIS Terms of Reference - 420436000417300

Michael Cook <m.cook@svca.on.ca>

Fri, May 19, 2023 at 3:45 PM

To: Cassandra Fligg <sumacenvironmental@gmail.com>

Cc: Becky Hillyer <Becky.Hillyer@grey.ca>, Aaron Martin <Aaron@northwaymetals.com>

Hi Cassandra,

Thanks for this. As discussed on the phone, your approach is acceptable as per your attached draft.

I believe Aaron is planning some trail systems in the northeast section of the parcel, which will require some woodland removal. I see you have a few survey spots up there, so that is good to see.

Good luck on the study, feel free to reach out to Becky and/or I if any other questions/concerns arise.

Best Regards,

**Michael J. Cook**

From: Cassandra Fligg <sumacenvironmental@gmail.com>**Sent:** Friday, May 19, 2023 3:28 PM**To:** Michael Cook <m.cook@svca.on.ca>**Cc:** Becky Hillyer <Becky.Hillyer@grey.ca>; Aaron Martin <Aaron@northwaymetals.com>**Subject:** Re: Fw: EIS Terms of Reference - 420436000417300

****[CAUTION]: This email originated from outside of the organization. Do not click on links or open attachments unless you recognize the sender and know the content is safe.**

Hi Michael,

Thanks for taking my call earlier today.

As discussed, we will be completing three (3) surveys for grassland birds and two (2) surveys for dawn breeding birds, for the vegetation communities that have the potential to be impacted by the proposed development (e.g., tree clearing/vegetation removal). Where ideal survey conditions align for both survey protocols [and if time allows], both types of surveys will be completed on the same day. The survey dates will be spaced according to the associated protocols, rather than targeting one (1) survey per month.

I've attached mapping of the subject property that illustrates preliminary ELC units, proposed severance sketch and proposed bird monitoring survey stations for reference.

Please advise if the proposed field plan for the breeding bird surveys as outlined above is acceptable.

Kind regards,

Cassandra Fligg, M.Sc.
Environmental Consultant

Sumac Environmental Consulting
200 Muirfield Drive, Barrie ON, L4N 6K7
Tel: (249) 880-4676
Mobile: (705) 627-7754
www.sumacenvironmental.ca

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On Thu, May 18, 2023 at 9:49 AM Michael Cook <m.cook@svca.on.ca> wrote:

Hi Cassandra,

I am helping the County with the review on Natural Heritage Features and associated EIS Reviews.

The reasoning for wanting 3 separate breeding bird surveys is that the property has 3 separate development locations and is a rather large lot, being split into 2 new parcels and 1 retained. Also, within the ToR submitted you refer to May, June, and July for conducting site visits.

“Complete dawn breeding bird surveys within the vegetation communities that have the potential to be impacted by the proposed development following the Ontario Forest Bird Monitoring, Marsh Monitoring and/or grassland bird monitoring protocols (dependent on habitat(s) on site) in May, June and/or July of 2023”.

I would think it would be quite difficult to accurately conduct 3 separate breeding bird surveys within dawn hours for all the differing vegetations communities on the lot, in different locations. Of course, you have direct experience with conducting these types of works. As such, feel free to describe when and how you would conduct these surveys within a single visit during dawn hours. If this has been done before for a similar proposal, feel free to give me a direct example.

If you have any additional questions or concerns regarding the above, please feel free to contact me directly.

Best Regards,



Michael J. Cook

From: Cassandra Fligg <sumacenvironmental@gmail.com>
Sent: May 12, 2023 12:57 PM
To: Becky Hillyer <Becky.Hillyer@grey.ca>
Cc: Aaron Martin <Aaron@northwaymetals.com>
Subject: Fwd: Fw: EIS Terms of Reference - 420436000417300

[EXTERNAL EMAIL]

Hi Becky,

Aaron Martin, landowner for the above noted file, provided your review of the proposed terms of reference (see forwarded message below).

I was hoping to get more clarity on the comment regarding dawn breeding bird surveys. Could you please give me a call at either of the numbers listed below to discuss further?

Kind regards,

Cassandra Fligg, M.Sc.

Environmental Consultant

MDS I

General information

Application date

Jan 3, 2024

Municipal file number

Proposed application

Lot creation for an agricultural use (e.g. farm split)

Applicant contact information


Aaron Martin
583336 60 Sideroad, ON

Location of subject lands


County of Grey
Township of Chatsworth
HOLLAND
Concession 3 , Lot 64
Roll number: 420436000417300


Calculations

farm south of subject

Farm contact information 	Location of existing livestock facility or anaerobic digester	Total lot size
ON	County of Grey Township of Chatsworth HOLLAND Concession 3 , Lot 67 Roll number: 420436000417400	54.63 ha

Livestock/manure summary				
Manure Form	Type of livestock/manure	Existing maximum number	Existing maximum number (NU)	Estimated livestock barn area
Solid	Unoccupied Livestock Barn	274 m ²	13.7 NU	274 m ²

 **Confirm Livestock/Manure Information (farm south of subject)**
The livestock/manure information has not been confirmed with the property owner and/or farm operator.

 **Unoccupied Barn or Unused Storage (farm south of subject)**
The calculated setback is based on assumptions for an unoccupied barn or unused storage that may not reflect the actual design capacity.

Setback summary				
Existing manure storage	- Not Specified -			
Design capacity	13.7 NU			
Potential design capacity	27.4 NU			
Factor A (odour potential)	1	Factor B (design capacity)	214.8	
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)	166 m (545 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
Solomon Martin
Kingwood Industries Inc.
1730 CHALMERS FORREST RD, RR#2
RR#2
WELLESLEY, ON
N0B 2T0
519-656-9380
kingwoodplating@live.ca

Signature of preparer

Solomon Martin

Solomon Martin

01-02-2024

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

Jan 3, 2024

Municipal file number

Proposed application

Lot creation for an agricultural use (e.g. farm split)

Applicant contact information

Aaron Martin
583336 60 Sideroad, ON

Location of subject lands

County of Grey
Township of Chatsworth
HOLLAND
Concession 3 , Lot 64
Roll number: 420436000417300

Calculations

farm west of subject

Farm contact information

ON

Location of existing livestock facility or anaerobic digester

County of Grey
Township of Chatsworth
HOLLAND
Concession 2 , Lot 64
Roll number: 420436000413800

Total lot size
61.51 ha

Livestock/manure summary

Manure Form	Type of livestock/manure	Existing maximum number	Existing maximum number (NU)	Estimated livestock barn area
Solid	Unoccupied Livestock Barn	384 m ²	19.2 NU	384 m ²

Confirm Livestock/Manure Information (farm west of subject)

The livestock/manure information has not been confirmed with the property owner and/or farm operator.

Unoccupied Barn or Unused Storage (farm west of subject)

The calculated setback is based on assumptions for an unoccupied barn or unused storage that may not reflect the actual design capacity.

Setback summary

Existing manure storage	- Not Specified -		
Design capacity	19.2 NU		
Potential design capacity	38.4 NU		
Factor A (odour potential)	1	Factor B (design capacity)	236.8
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) 183 m (600 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

Solomon Martin
Kingwood Industries Inc.
1730 CHALMERS FORREST RD, RR#2
RR#2
WELLESLEY, ON
N0B 2T0
519-656-9380
kingwoodplating@live.ca

Signature of preparer

Solomon Martin

Solomon Martin

01-02-2024

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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Aaron Martin Holdings



Prepared By:
Solomon Martin

Notes:
MDS setbacks from barns within 750 meters of subject lands

Notice of Applications 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, February 7, 2024 at 9:30 a.m.** to consider two applications 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 severances:

File:	B15/2023 and B16/2023	
Owner:	Aaron Martin Holdings Ltd.	
Description:	Part Lot 64, Lots 65 and 66, Concession 3 EGR, Geographic Township of Holland, Township of Chatsworth	
Address:	583336 60 th Sideroad	
Assessment Roll No:	42-04-360-004-17300	
Purpose:	To sever two lots comprising of 39 hectares and 43.6 hectares and to retain a 40 hectare lot.	
Severed Parcel:	<u>Lot B (File No. B16/2023)</u>	<u>Lot C (File No. B15/2023)</u>
Frontage:	266 m+/-	778 m+/-
Depth:	785 m+/-	566 m+/-
Area:	39 ha+/-	43.6 ha+/-
Retained Parcel:	<u>Lot A</u>	
Frontage:	696 m+/-	
Depth:	805 m+/-	
Area:	40 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.

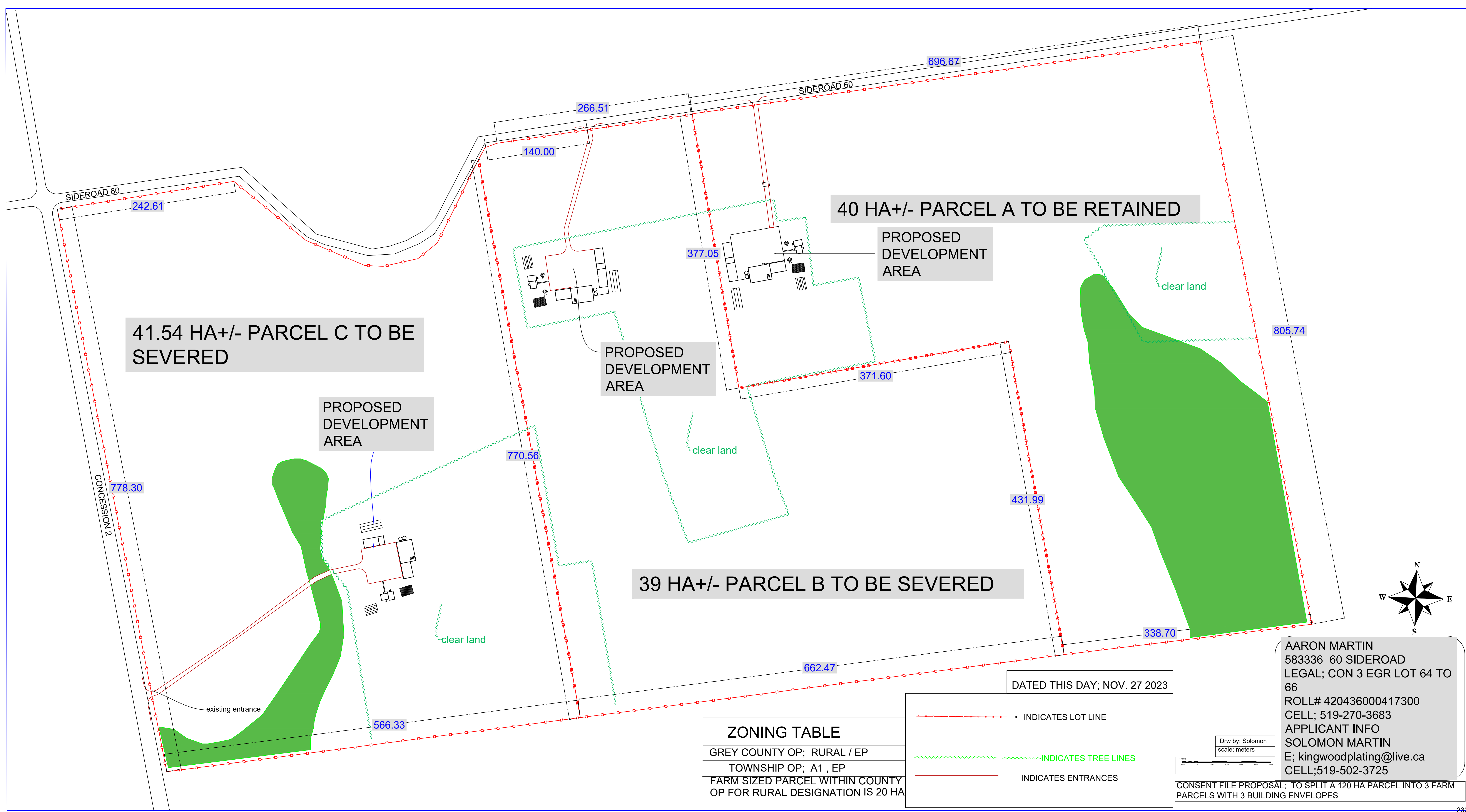
Additional information or questions relating to the proposed Consent may be obtained by contacting the Township Office at Ext. 134. or through email at tyler.zamostny@chatsworth.ca

When requesting information please quote **File Nos. B15/2023 and B16/2023.**

DATED this 4th day of January, 2024

Tyler Zamostny, Deputy Clerk
Township of Chatsworth
316837 Highway 6
R.R. #1 CHATSWORTH, Ontario
N0H 1G0
Tel. (519) 794-3232 Ext. 134

Fax (519) 794-4499



41.54 HA+/- PARCEL C TO BE SEVERED

40 HA+/- PARCEL A TO BE RETAINED

39 HA+/- PARCEL B TO BE SEVERED

PROPOSED DEVELOPMENT AREA

PROPOSED DEVELOPMENT AREA

PROPOSED DEVELOPMENT AREA

ZONING TABLE	
GREY COUNTY OP; RURAL / EP	
TOWNSHIP OP; A1 , EP	
FARM SIZED PARCEL WITHIN COUNTY OP FOR RURAL DESIGNATION IS 20 HA	

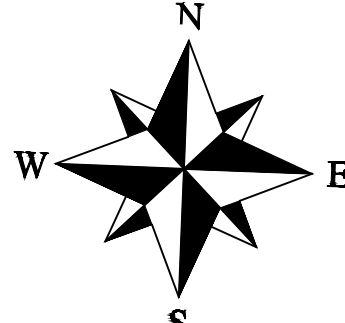
DATED THIS DAY; NOV. 27 2023

- INDICATES LOT LINE
- INDICATES TREE LINES
- INDICATES ENTRANCES

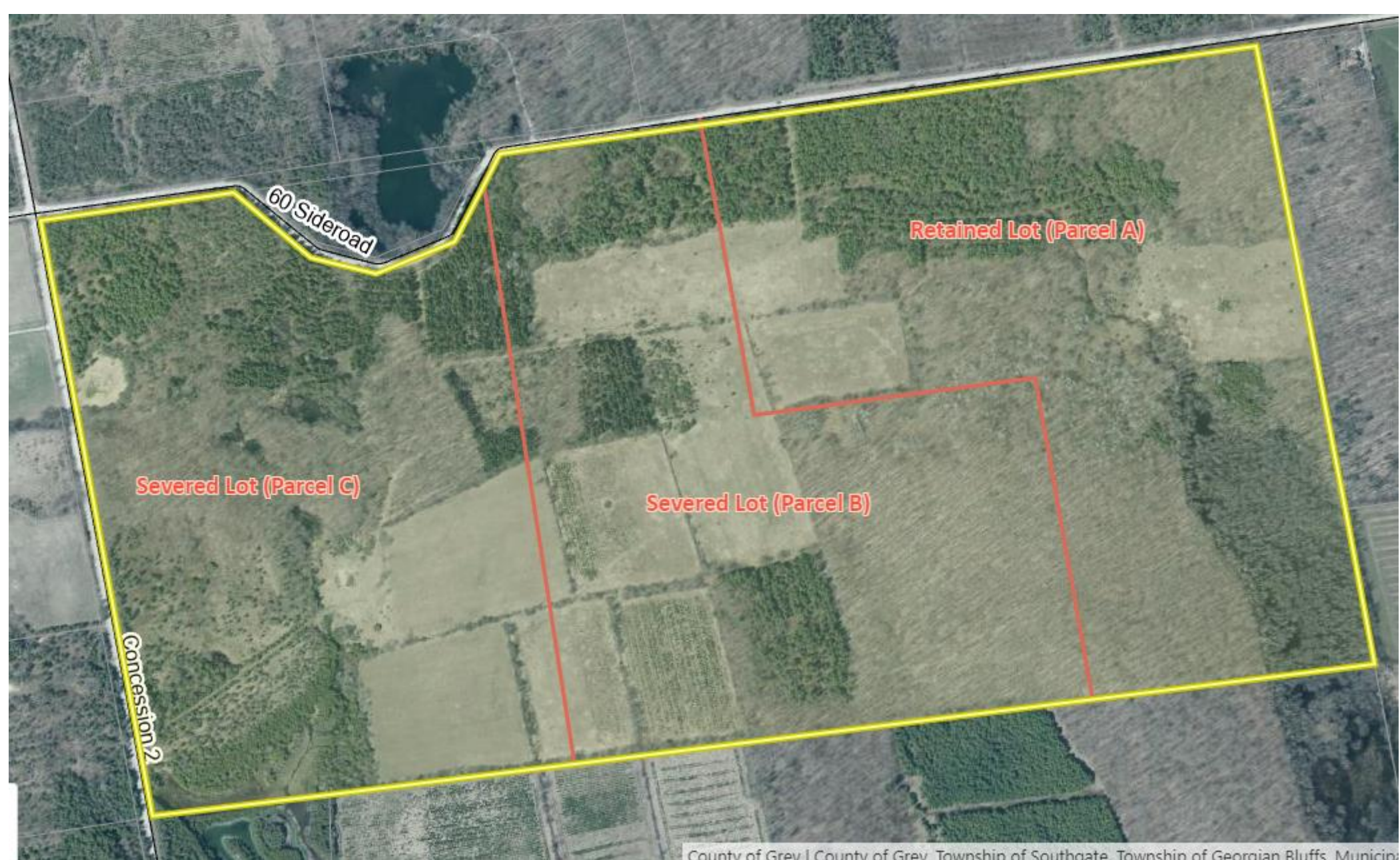
Drw by: Solomon
scale: meters

AARON MARTIN
583336 60 SIDEROAD
LEGAL; CON 3 EGR LOT 64 TO 66
ROLL# 420436000417300
CELL; 519-270-3683
APPLICANT INFO
SOLOMON MARTIN
E; kingwoodplating@live.ca
CELL;519-502-3725

CONSENT FILE PROPOSAL; TO SPLIT A 120 HA PARCEL INTO 3 FARM PARCELS WITH 3 BUILDING ENVELOPES



Aerial GIS Photo of Subject Property – B15/2023 and B16/2023



From: Ontario Lands <ONTLands@enbridge.com>
Sent: Thursday, January 4, 2024 1:34 PM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: RE: Chatsworth Consent: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.), 583336 60th Sideroad

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: Thursday, January 4, 2024 12:29 PM
Subject: [External] Chatsworth Consent: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.), 583336 60th Sideroad

Good afternoon:

Re: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.)
Legal: Part Lot 64, Lots 65 and 66, Concession 3 EGR, Geographic Township of Holland, Township of Chatsworth
Civic: 583336 60th Sideroad

You will find attached the following item:

- B15 & B16 Submitted Applications – Redacted
- EIS Report B15 & B16 - Sumac Environmental Consulting
- MDS Report B15 & B16
- Notice of Public Meeting B15 & B16

Should you have any comments for the public record they would be appreciated by:
Wednesday January 31, 2024.

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

Best regards,
Tyler Zamostny

From: Mike Givens <mike.givens@chatsworth.ca>
Sent: Thursday, January 4, 2024 2:00 PM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: Re: Chatsworth Consent: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.), 583336 60th Sideroad

No concerns

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



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From: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Sent: Thursday, January 4, 2024 12:29 PM
Subject: Chatsworth Consent: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.), 583336 60th Sideroad

Good afternoon:

Re: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.)
Legal: Part Lot 64, Lots 65 and 66, Concession 3 EGR, Geographic Township of Holland, Township of Chatsworth
Civic: 583336 60th Sideroad

You will find attached the following item:

- B15 & B16 Submitted Applications – Redacted
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Should you have any comments for the public record they would be appreciated by:
Wednesday January 31, 2024.

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

Best regards,
Tyler Zamostny

From: Jamie Edwards <jamie.edwards@chatsworth.ca>
Sent: Friday, January 5, 2024 7:35 AM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: RE: Chatsworth Consent: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.), 583336 60th Sideroad

Public works staff visited the area and feel there are concerns regarding proper site lines for new entrances as drawn out in the site plans.

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

From: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Sent: Thursday, January 4, 2024 12:29 PM
Subject: Chatsworth Consent: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.), 583336 60th Sideroad

Good afternoon:

Re: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.)
Legal: Part Lot 64, Lots 65 and 66, Concession 3 EGR, Geographic Township of Holland, Township of Chatsworth
Civic: 583336 60th Sideroad

You will find attached the following item:

- B15 & B16 Submitted Applications – Redacted
- EIS Report B15 & B16 - Sumac Environmental Consulting
- MDS Report B15 & B16
- Notice of Public Meeting B15 & B16

Should you have any comments for the public record they would be appreciated by:
Wednesday January 31, 2024.

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

Best regards,
Tyler Zamostny

From: Jamie Edwards <jamie.edwards@chatsworth.ca>
Sent: Monday, January 8, 2024 1:08 PM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: FW: Chatsworth Consent: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.), 583336 60th Sideroad

Public works staff visited the site a second time after discussing the entrance locations with owners. The 60 Sideroad entrance is adequate as per their site plan however the Concession 2 entrance location is very close to the allowable limitations for sight lines and must be applied for as where their plan states or to the south but can not be moved to the North. In my opinion, Approved Entrance Applications should be included in the conditions of severance.

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

From: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Sent: Thursday, January 4, 2024 12:29 PM
Subject: Chatsworth Consent: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.), 583336 60th Sideroad

Good afternoon:

Re: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.)
Legal: Part Lot 64, Lots 65 and 66, Concession 3 EGR, Geographic Township of Holland, Township of Chatsworth
Civic: 583336 60th Sideroad

You will find attached the following item:

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- EIS Report B15 & B16 - Sumac Environmental Consulting
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Should you have any comments for the public record they would be appreciated by:
Wednesday January 31, 2024.

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

Best regards,
Tyler Zamostny

Requested Severances B15/2023 and B16/2023
Thu 2024-01-11 3:58 PM
Email received from: Laura Ferguson Wainwright

Dear Tyler,

It was a pleasure to meet you and thank you for seeing me today!

As you recommended, I would like to confirm my verbal comments.

First of all, Mr. Martin is an exemplary neighbour.

My only concern with the proposed severance relates to the water course that runs through his lands and “feeds” the ponds and waterfall and stream that run through my property. My property is adjacent on the southeast side of Mr. Martin’s - the address is 395311 Concession 2 Chatsworth N0H 1 G0.

When I spoke with Mr. Martin about this he assured me he had no intention of blocking it and I believe him. Is there any way Council can give me an assurance or any mechanism I should be requesting to ensure this watercourse will remain intact/open in the event the property changes hands?

Many thanks for considering this,

Laura Ferguson Wainwright

From: Building <building@chatsworth.ca>
Sent: Tuesday, January 23, 2024 1:15 PM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: Re: Chatsworth Consent: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.), 583336 60th Sideroad

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: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Sent: Monday, January 22, 2024 1:43 PM
To: Building <building@chatsworth.ca>
Subject: Chatsworth Consent: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.), 583336 60th Sideroad

Good afternoon:

Re: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.)
Legal: Part Lot 64, Lots 65 and 66, Concession 3 EGR, Geographic Township of Holland, Township of Chatsworth
Civic: 583336 60th Sideroad

You will find attached the following item:

- B15 & B16 Submitted Applications – Redacted
- EIS Report B15 & B16 - Sumac Environmental Consulting
- MDS Report B15 & B16
- Notice of Public Meeting B15 & B16

Should you have any comments for the public record they would be appreciated by:
Wednesday January 31, 2024.

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

Best regards,
Tyler Zamostny

From: planning@grey.ca <planning@grey.ca>

Sent: Tuesday, January 30, 2024 11:52 AM

Subject: County comments for B15.2023 and B16.2023 Aaron Martin Holdings Ltd

County comments for B15.2023 and B16.2023 Aaron Martin Holdings Ltd

County comments for B15.2023 and B16.2023 Aaron Martin Holdings Ltd



Hello Chatsworth - large mailouts,

Please note that Grey County Planning staff have reviewed Consent applications B15.2023 and B16.2023 - Aaron Martin Holdings Ltd.

The subject lands are designated 'Rural' and 'Hazard Lands' in Schedule A of the County's Official Plan. The proposed severances conform to the rural density policies outlined in Table 9 and staff have no concerns in this respect. All building envelopes appear to be constructed outside of the Hazard Lands. It is recommended that further comments be provided by SVCA to confirm Hazard Land boundaries and to ensure safe access.

Per Schedule B, the western portion of the property is within a mapped 'Aggregate Resource Area.' As the severed parcels are proposed to be farm-sized, staff have no concerns.

Per Appendix B, there are a number of natural heritage features on the subject property. Grey County Planning Ecology staff have reviewed the proposal and provided the following comments:

The property contains and/or is adjacent to significant woodlands, significant wildlife habitat, potential habitat for threatened and/or endangered species, other wetlands, and fish habitat. It is Grey County staffs understanding that the proposed development will be located within and/or adjacent to the features. Grey County Staff have reviewed the scoped Environmental Impact Study (EIS) submitted by Sumac Environmental in support of these applications. Staff find the EIS report to be acceptable provided the recommended mitigation measures are adhered too. Staff recommend the tree planting plan be added as a condition of severance, and a separate zoning holding provision be put on the natural heritage features identified within the EIS report, through condition of severance, or other appropriate planning processes.

Stormwater Management

It is Grey County Staffs understanding stormwater management infrastructure is not needed for the proposal. A sediment and erosion control plan will be required, at minimum, as stated within the EIS report.

Source Water Protection

It is Grey County Staffs understanding that the property does not contain protection areas that are subject to policies of the Source Water Protection Act.

MDS calculations have been submitted and MDS appears to be achieved. County staff have no concerns.

In summary, County staff would recommend that the following conditions be added to any approval of the subject consent applications:

- 1) That a tree-planting plan be provided by the applicant, as recommended within the EIS;
- 2) that a Sediment Erosion and Control Plan be created;
- 3) That the sensitive natural heritage features identified in the EIS be subject to a Holding provision, whereby any new development within these areas will be subject to a Lift of Hold application.

Provided the above comments are addressed, County staff have no further concerns.

Please note, a paper copy will not be provided unless requested.

Let us know if you have any questions.

Best regards,

Becky Hillyer

County of Grey, Owen Sound, ON

SENT ELECTRONICALLY ONLY (Tyler.Zamostny@chatsworth.ca)

January 30, 2024

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

Attention: Tyler Zamostny, Deputy Clerk

RE: B15.2023 and B16.2023 (Solomon Martin for Aaron Martin)
583336 Sideroad 60
Lot 64 to 66, Concession 3 EGR
Roll No. 420436000417300
Geographic Township of Holland
Township of Chatsworth

Saugeen Valley Conservation Authority (SVCA) staff has reviewed the above-noted applications 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 Township of Chatsworth representing natural hazards. The applications have 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 applications 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 applications are to sever two lots comprising of 39 hectares and 43.6 hectares and to retain a 40 hectare lot.

Background

As part of the pre-submission consultation process, the SVCA was contacted by the landowner on November 21, 2022. SVCA staff conducted a site inspection to the property on December 7, 2022, and provided pre-submission consultation comments dated January 5, 2023. SVCA staff recommended that an Environmental Impact Study (EIS) be completed to address the natural heritage features that affect the property. On January 19, 2023, SVCA staff issued SVCA permit 23-101 for: the installation of two

culverts and related grading. An EIS, dated October 2023 was prepared by Sumac Environmental. On November 10, 2023 SVCA noted that the EIS was generally acceptable to the SVCA.

Recommendation

SVCA staff find the applications to be acceptable. We elaborate in the following paragraphs.

Delegated Responsibility and Advisory Comments -Natural Hazards

SVCA natural hazard feature mapping shows that portions of the property are affected by hazardous lands such as floodplain and low-lying unstable soils. These hazards are associated with an unnamed tributary of the Dornoch Swamp Provincially Significant Wetland and other wet/low laying and wetland areas present on the property. It is SVCA staff's interpretation that the property is zoned Agricultural and EP in the Township of Chatsworth's Zoning By-Law and designated as Rural and Hazard in the Grey County Official Plan (OP). It is staff's opinion that the County and Township EP and Hazard mapping generally reflects SVCA's hazard mapping for the property. SVCA staff note that based on Figure 2 of the EIS, the SVCA may recommend minor updates to the EP zone. SVCA staff note that updates to the EP zone will not affect the proposal as submitted with the applications.

Provincial Policy Statement (PPS, 2020) Natural Hazard Policies– Section 3.1

Section 3.1.1 of the PPS, 2020 states, in general, that development shall be directed to areas outside of hazardous lands (flooding hazards, erosion hazards, dynamic beach hazards), and hazardous sites (organic soils, leda clay, unstable bedrock). It is the opinion of SVCA staff that the applications conform to section 3.1 of the PPS.

County of Grey Official Plan (OP) Policies

Section 7.2 of the County OP, in general, does not permit development and site alteration in hazard lands, except for uses connected with conservation of water, soil, wildlife and other natural resources and only where site conditions are suitable and where the hazard impacts have been reviewed. It is the opinion of SVCA staff that the applications conform to the natural hazard policies of the Grey County OP.

Furthermore, it is the opinion of SVCA staff that safe access, in accordance with SVCA and provincial policies, is available to each of the proposed parcels.

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.

Statutory Comments

SVCA staff has reviewed the applications 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.

Small areas of the property are within the SVCA Approximate Screening Area associated with Ontario Regulation 169/06. As such, development and/or site alteration within this area may require the 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 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 Mapping Tool: <https://www.saugeenconservation.ca/en/permits-and-planning/maps-and-gis.aspx>. For the property, the SVCA Approximate Screening Area includes the natural hazard features noted above and an offset distance outwards from those features of the larger of 15 metres outwards from a floodplain and/or 30 metres outwards from a wetland/swamp edge.

SVCA Permission for Development or Alteration

If development is proposed within the SVCA Approximate Screening Area please contact this office, as permission may be required prior to development occurring.

As mentioned above, on January 19, 2023, SVCA staff issued SVCA permit 23-101 for: the installation of two culverts and related grading.

Based on the plans submitted with the applications, further development of the farmsteads and laneways proposed on the property will not require an SVCA permit. Should plans change, the SVCA should be contacted for further review.

Summary

SVCA staff have reviewed the applications in accordance with our MOA with the Township, and as per our mandated responsibilities for natural hazard management, including our regulatory role under the *Conservation Authorities Act*. SVCA staff find the applications to be acceptable.

Given the above comments, it is the opinion of the SVCA staff that:

- 1) Consistency with Section 3.1, Natural Hazard policies of the PPS has been demonstrated.
- 2) Consistency with local planning policies for natural hazards has been demonstrated.

Please inform this office of any decision made by the County/Township with regard to the applications. 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 at m.oberle@svca.on.ca.

Sincerely,

Michael Oberle
Environmental Planning Coordinator
Saugeen Valley Conservation Authority
MO/

cc: Peter Whitten, Authority Director, SVCA (via email)
Karl Schipprack, CBO, Township of Chatsworth (via email)
Ron Davidson, Planner, Township of Chatsworth (via email)

From: Brendan Schlamp - GM BluePlan <Brendan.Schlamp@gmblueplan.ca>
Sent: Tuesday, January 30, 2024 3:53 PM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: RE: Chatsworth Consent: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.), 583336 60th Sideroad

Good afternoon Tyler,

Sorry for the last minute response.

The existing property is not tied to any Municipal Drains. Therefore, I have not comments for this file.

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
Sent: Thursday, January 4, 2024 12:29 PM
Subject: Chatsworth Consent: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.), 583336 60th Sideroad

Good afternoon:

Re: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.)
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Civic: 583336 60th Sideroad

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- EIS Report B15 & B16 - Sumac Environmental Consulting
- MDS Report B15 & B16
- Notice of Public Meeting B15 & B16

Should you have any comments for the public record they would be appreciated by:
Wednesday January 31, 2024.

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

Best regards,
Tyler Zamostny

From: Paul Dowber <Paul.Dowber@chatsworth.ca>
Sent: Wednesday, January 31, 2024 1:25 PM
To: Tyler Zamostny <tyler.zamostny@chatsworth.ca>
Subject: RE: Chatsworth Consent: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.), 583336 60th Sideroad

Hi Tyler,

Finance has no issues 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
Sent: Thursday, January 4, 2024 12:29 PM
Subject: Chatsworth Consent: File B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.), 583336 60th Sideroad

Good afternoon:

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Wednesday January 31, 2024.

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

Best regards,
Tyler Zamostny

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

File: B15/2023

Owner: Aaron Martin Holdings Ltd.

Description: Part Lot 64, Lots 65 and 66, Concession 3 EGR, Geographic Township of Holland, Township of Chatsworth

Address: 583336 60th Sideroad

Assessment Roll No: 42-04-360-004-17300

Purpose: To sever a 39 hectare lot and to retain a 40 hectare lot.

Severed Parcel: Frontage: 266 m+/-
Depth: 785 m+/-
Area: 39 ha+/-

Retained Parcel: Frontage: 696 m+/-
Depth: 805 m+/-
Area: 40 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 FEBRUARY _____, 2026:**

1. THAT the owner enter into an agreement with the Township to implement the recommendations of the Environmental Impact Study.
2. 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.

3. THAT any outstanding taxes to the Township be paid.
4. THAT an entrance permit has been granted to the severed lot by the appropriate road authority; and further provide the Deputy Clerk of the Township of Chatsworth with a copy of the entrance permit.
5. 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 Deputy Clerk of the Township of Chatsworth.
6. THAT the Owner's solicitor, in preparation for the issuance of the Certificate of Consent, provide to the Deputy 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".
7. THAT the Owner's solicitor give an undertaking to register the transfer documents applicable to File Nos. B15/2023 and B16/2023 simultaneously.
8. THAT the Owner's solicitor give an undertaking in writing to provide to the Deputy 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 B15/2023 and B16/2023.

Scott Mackey – Mayor

Terry McKay - Deputy Mayor

Shawn Greig - Councillor

Peter Whitten - Councillor

Elizabeth Thompson – Councillor

DATE OF DECISION:	<u>February</u> , 2024
DATE OF NOTICE:	<u>February</u> , 2024
LAST DAY FOR APPEAL:	<u>February</u> , 2024 *
CONDITIONS MUST BE SATISFIED BY:	<u>February</u> , 2026**
CERTIFICATION OF CONSENT MUST BE OBTAINED BY:	<u>February</u> , 2026**

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

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

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

File: B16/2023

Owner: Aaron Martin Holdings Ltd.

Description: Part Lot 64, Lots 65 and 66, Concession 3 EGR, Geographic Township of Holland, Township of Chatsworth

Address: 583336 60th Sideroad

Assessment Roll No: 42-04-360-004-17300

Purpose: To sever a 43.6 hectare lot and to retain a 40 hectare lot.

Severed Parcel: Frontage: 778 m+/-
Depth: 566 m+/-
Area: 43.6 ha+/-

Retained Parcel: Frontage: 696 m+/-
Depth: 805 m+/-
Area: 40 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
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1. THAT the owner enter into an agreement with the Township to implement the recommendations of the Environmental Impact Study.
2. 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.

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4. THAT an entrance permit has been granted to the severed lot by the appropriate road authority; and further provide the Deputy Clerk of the Township of Chatsworth with a copy of the entrance permit.
5. 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 Deputy Clerk of the Township of Chatsworth.
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Scott Mackey – Mayor

Terry McKay - Deputy Mayor

Shawn Greig - Councillor

Peter Whitten - Councillor

Elizabeth Thompson – Councillor

DATE OF DECISION:	<u>February</u> , 2024
DATE OF NOTICE:	<u>February</u> , 2024
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CERTIFICATION OF CONSENT MUST BE OBTAINED BY:	<u>February</u> , 2026**

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

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

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-08

BEING a By-law for the imposition and collection of fees and charges for certain Municipal Services and Activities

WHEREAS Section 391 of the Municipal Act, 2001, S.O. 2001, c. 25 authorizes a municipality to impose fees or charges on persons for services or activities, for costs payable for services or activities and for the use of property including property under its control; and

WHEREAS Section 398 of the Municipal Act, 2001, S.O. 2001, c. 25 provides that fees and charges imposed by a municipality on a person constitute a debt of the person to the municipality; and further that the Treasurer of a municipality may add fees or charges to the tax roll and collect them in the same manner as municipal taxes; and

WHEREAS Section 7 of the Building Code Act, 1992, S.O. 1992, c. 23 provides that a municipality may require the payment of fees on applications for and issuance of building permits and prescribing the amounts thereof; and

WHEREAS Section 69(1) of the Planning Act, R.S.O. 1990, c. P.13, provides that the Council of a municipality by By-law may prescribe a tariff of fees for the processing of applications made in respect of planning matters; and

WHEREAS the Council of the Corporation of the Township of Chatsworth deems it expedient to pass such a By-Law to implement the various fees and service charges;

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

GENERAL

1. The fees and charges for Township services, set out in the following Schedules of this By-law are hereby approved and deemed to form part of this By-law:

Schedule "A"	Administrative Services
Schedule "B"	Licensing
Schedule "C"	Dogs & Kennels
Schedule "D"	Building
Schedule "E"	Fire and Emergency Services
Schedule "F"	Public Works
Schedule "G"	Planning and Development
Schedule "H"	Sewage/Waste Water Services
Schedule "I"	Recreation
Schedule "J"	Waste and Diversion Services
Schedule "K"	Cemeteries
Schedule "L"	By-law Enforcement

2. No request by any person for any information, activity or use of Township property described in the Schedules to this By-law will be processed or provided by the Township, unless and until the person requesting the service has paid the applicable fees in the prescribed amount as set out in the Schedules attached hereto.
3. Any fees and charges or a portion thereof that remain unpaid, interest at the rate of 1.25% shall be charged on the first of each month thereafter until the account is paid in full. If the fees remain unpaid at April 1st of the year following, the fees, any interest and a transfer administration fee of \$50.00 will be added to the tax roll in the next year, on the real property of the owner.

4. That any cost associated with the collection of unpaid fees shall be charged at a rate of \$40.00 per hour.
5. The fees listed in the Schedules to this By-law will be subject to Harmonized Sales Tax (HST), where applicable.
6. A person may pay any fees and charges imposed under this By-law by cash, cheque, certified cheque, or by interact banking card.
7. That the Council of the Township of Chatsworth may from time to time amend the fees and charges in this By-law pursuant to the Township's Notice Provision Policy.
8. All charges payable under this By-law including taxes, interest and collection costs constitute a debt of the person or persons charged and if unpaid, where permissible, shall be added to the tax roll for any property in the Township of Chatsworth owned by such person or persons and may be collected in the same manner as taxes.
9. Payment for any fee or charge listed herein or otherwise charged by the Township that is returned by a financial institution for any reason will be subject to the "NSF – Returned Cheque Fee" set out in Schedule "A" of this By-law which shall form part of the fees and charges owing.

Repeal

10. That By-laws 2020-91, 2023-46, and all other preceding fees & charges By-laws be hereby repealed.

Enactment

11. This By-law shall come into full force and effect as of April 1, 2024 unless specifically indicated on the Schedules attached hereto.

READ a first and second time this 7th day of February, 2024

READ a third time and finally passed this 7th day of February, 2024

Scott Mackey, Mayor

Tyler Zamostny, Deputy Clerk

SCHEDULE "A" ADMINISTRATIVE SERVICES

DESCRIPTION	FEE
Freedom of Information Requests	As per MFIPPA
GENERAL	
Commissioning Signatures - includes but not limited to vehicle ownership transfers, out of country pension	\$30.00
Commissioning Signature - Municipal Applications	N/C
Certification of Photocopied Documents	\$20.00
Fax	\$2.50 per page
Photocopies	\$1.00 per page
N.S.F. fee for returned cheques	\$45.00
Search of Records *Excludes FOI requests	\$45.00 per hour
History Books	\$5.00
Death Registration Admin Fee (out of town death)	\$25.00
Rental of Council Meeting Room, per day	\$30.00
Title Abstract Search	\$100.00
SOLEMNIZATION OF MARRIAGES	
Marriage Solemnization (Officiant's Fee)	\$250.00
TAXATION	
Tax Certificates	\$100.00
Tax Certificate Requests required in less than 48 hours	Additional \$20.00
Change of Ownership	\$45.00
Tax Arrears Notice Fees, mailed quarterly	\$6.00 per notice
Interest on all accounts and charges other than taxes	1.25% per month
Duplicate Tax Bill issued to same owner	\$10.00
Mortgage Company Fee, per property, per Tax Billing cycle	\$15.00
Statement of Taxes	
Current to 3rd Year	\$15.00
More than 3 Years History where available	\$25.00
Tax Registration Fees	
Upon Original Registration	\$500.00
Upon Final Registration	\$1,000.00
Additional fees include all disbursements - postage, registration costs and any third party fees	
Admin Fee - to transfer unpaid accounts to taxes	\$30.00

SCHEDULE "B" LICENSING

DESCRIPTION	FEE
LOTTERIES	
License to conduct Lottery	3% of the Prize Value
Local Community are a flat rate and include (Legion, Minor Sports, Community Clubs, Firefighters)	\$30.00 Flat Rate for Local Community Groups
MARRIAGES	
Marriage License	\$175.00
AUTO SALVAGE YARDS	
Wrecking Yard License Renewal	\$300.00
Wrecking Yard License - New Wrecking Yard	\$1,500.00
TRANSIENT TRADERS	
Chip Wagon License	Fees below apply plus hydro and water usage to be billed separately
New Application (with Twp. hydro requirements)	\$500.00
New Application (no Twp. hydro requirements)	\$400.00
Renewal Fee (with Twp. hydro requirements)	\$350.00
Renewal Fee (no Twp. hydro requirements)	\$250.00
Transient Trader (Annual)	\$450.00
Transient Trader (One Day)	\$250.00
Retail Exhibition Show	\$250.00

SCHEDULE "C" DOGS & KENNELS

DESCRIPTION	FEE	
DOG CONTROL		
<p>Dog Tags are now permanent. Annual license runs from Jan. 1 to Dec. 31st. Licenses are not pro-rated to time of purchase. Invoices are mailed out in January of each year.</p>	Before March 1st	After March 1
First Dog	\$20.00	\$30.00
Second Dog	\$45.00	\$50.00
Third Dog	\$100.00	\$100.00
Replacement Tags	\$10.00	\$10.00
THIRD PARTY FEES		
<p>Additional Charges may apply that are recoverable from the dog owner as a result of enforcement of the Township's Animal Control By-law. These charges may include but are not limited to impounding fees - boarding, enforcement call-out, disposal and quarantine fees. These fees are in addition to any fines levied against the owner.</p>	Full Cost Recovery	
KENNELS (BREEDING OR BOARDING COMMERCIAL KENNELS AND PERSONAL SHOW DOG KENNELS)		
<p>Facility for a maximum of twelve dogs</p>	<p>New Application: \$1,100.00 (includes inspection by canine control) plus up to twelve tags at \$10.00 per tag. Fee does not include Zoning Application - See Schedule "G".</p> <p>Annual Renewal: \$300.00 (includes inspection by Canine Control Officer) plus up to twelve tags at \$10.00 per tag</p>	
KENNELS (HUNTING AND PREDATOR CONTROL)		
<p>Facility for a maximum of ten dogs to be used for hunting and predator control only.</p> <p>Personal Use Kennels who have received licenses prior to 2023 may continue to apply for a Kennel License. As of December 31, 2023 there is only one registered personal use Kennel.</p>	<p>New Application - \$400.00 (Includes Inspection Fees)</p> <p>Renewal - No Charge (Must still apply annually for license)</p>	

SCHEDULE "D" BUILDING

CLASS OF PERMITS SERVICE	FEES
Compliance Letters	\$175.00
Minimum Permit Fee	\$250.00
Change of Use Permit	\$300.00
Transfer of Permit to new Owner	\$200.00
Administrative Fee (Building Without a Permit)	2 X Permit Value or \$600.00 whichever is greater
Non-Refundable Application Fee	\$200.00
Re-Inspection Fee	\$125.00
Revision to an Existing Permit	\$200.00
Demolition Permits	\$200.00
Third Party Costs	Cost Recovery
Admin file search fee	\$40.00 per hour
BUILDING PERMITS	
Residential - New, additions, all floors, including basements	\$0.60/Sq. Ft.
Residential Accessory - detached garage, carport, accessory buildings, alterations	\$0.60/Sq. Ft
Residential - Renovations	\$15.00/\$1,000.00 value
Mobile Homes - Temporary Use (Must enter into agreement with municipality plus deposit)	\$250.00
Decks	\$.50 Sq. Ft
Swimming Pool/Enclosure Area	\$250.00
Solid Fuel Fireplace/Heating Plant	\$175.00
Agricultural (includes new buildings, additions, manure tanks, and granaries)	\$0.40/Sq. Ft.
Silos, grain bins	\$300.00
Industrial /Commercial/Institutional (new, addition, renovation)	\$12.00/\$1,000.00 Construction Value
Tent (over 645 Sq. Ft. 60m2)	\$100.00
Industrial Wind Turbine Permit for works on Municipal right of way	\$6,600.00 plus a security deposit of \$20,000.00
Industrial Wind Turbine Municipal Consultation for Renewable Energy Project *Fees are not attributed to those proponents who are generating energy less than or equal to 3kw	\$5,100.00 plus \$10,000.00 deposit or actual expense for outside consultants
SEWAGE	
Private Sewage Disposal System - Class 2	\$300.00
Private Sewage Disposal System - Tank Replacement	\$300.00
Private Sewage Disposal System - Renovate	\$525.00
Private Sewage Disposal System - Class 4 & 5	\$700.00
Septic Review	\$200.00
Septic Review (multiples)	\$130.00/unit
Septic Compliance Letter	\$125.00
Decommissioning of Septic Systems	\$175.00
BY-LAW ENFORCEMENT	
Illicit Drug Facility/Crop Inspection	\$500.00 plus costs
REFUND	
No refund is given if permit has been issued	

SCHEDULE "E" FIRE AND EMERGENCY SERVICES

DESCRIPTION	FEE
Fire Compliance Letters - Residential	\$75.00
Fire Compliance Letters - Commercial/Industrial/Multi-Residential	\$185.00
Residential Inspection Fees	\$80.00
Commercial /Industrial Inspection Fees	\$90.00
Control Burn Fees	Cost Recovery Basis (MTO Rates for vehicles)
Open Air Burn Permit (required for any open air burn 1 metre or larger, including applicable fire pits)	N/C
False Alarms Fees	Current MTO rate for 1 Fire apparatus for 1 hour
Call-out to set fires not in compliance with By-law(s)	Current MTO rate for first hour - cost recovery thereafter including firefighter hourly rate and \$150.00 per hour for each emergency response vehicle
Emergency Services on Roadways, Waterways, Railways and Trails in the Municipality. Owners of motor vehicles which are involved in a motor vehicle accident within the boundary of the Township that requires the Fire Dept. to respond to the scene, will be invoiced firstly to the owner's insurance provider. In the case where there is no insurance, the owner shall be billed directly.	Current MTO rate per unit per hour or portion thereof for each unit Cost Recovery on third party billings
Copies of Fire Department Incident Reports	\$85.00
Fire Station Meeting/Classroom Rental	\$125.00 per day/\$30.00 per hour
Third Party Services (Contractors) at Incidents: i.e.: Backhoe, excavator, towing, waste removal	Cost Recovery billed direct or billed back at contractors cost
Indemnification Technology (3rd party cost recovery)	In accordance with indemnification
Administration Fee	\$55.00
Water Usage Cost Recovery	see water rates

SCHEDULE "F" PUBLIC WORKS

DESCRIPTION	FEE
Entrance Permit	App. Fee - \$500.00 Damage Deposit \$2,000.00
Entrance Permit Confirmation	\$85.00
Road Crossing Permits	Fee - \$500.00 Damage Deposit \$5,000.00
Wide Load Permits - For Transporting wide loads along the Township Road Allowances	Damage Deposit - \$1,000.00 App. Fee \$150.00
Industrial Wind Tower Entrance Permit	\$5,500.00 plus damage deposit of \$55,000.00 for road, \$135,000.00 for road with box culvert and \$220,000.00 for road with bridge. Issuance of an Entrance Permit shall be permitted only with Council approval.
Application for Exemption to Reduced Load By-law 2019-22	\$125.00
Civic Addressing	New or Replacement Sign - \$250.00 (Township Installs) Replacement Blade - \$100.00 Replacement Stake \$30.00
Tile Drainage Inspection fee	\$125.00
Drainage Reapportionment Agreement	\$250.00
Haul Route Agreements	\$5,000.00 plus disbursements

SCHEDULE "G" PLANNING AND DEVELOPMENT

DESCRIPTION	FEE
Deposits - Planning Act Applications requiring a deposit	
All deposits must be paid at the time of submitting an application. Administration fees to be deducted immediately. The balance of deposits are required for legal costs, planning consultant fees, postage, registration of documents and any other disbursement as may be required.	
Pre-Consultation Review Fee	\$500.00
Additional Public Meetings	\$250.00 per meeting
Property Inquiry	\$200.00
COMMITTEE OF ADJUSTMENT	
Severance Fee - includes mandatory pre-consultation	\$3,000.00
Cancellation Certificate	\$600.00
Minor Variances	\$2,000.00
ZONING AMENDMENTS	
Zoning Amendment Application	\$3,500.00
Temporary Use Permit	\$1,800.00
Remove Holding Symbol	\$1,200.00
Re-Circulation Fee (all applications)	\$250.00
MDS Calculation Report	\$175.00
Request for Deferral of Application	\$250.00
Zoning Compliance Certificate	\$150.00 Requests less than 48 hours - Additional \$20.00
PLAN OF SUBDIVISION	
Plan of Subdivision - Agreement	\$4,000.00 plus disbursements billed at cost
Subdivision Amending Agreement	\$2,500.00
Certificate of Compliance - Plan of Subdivision	\$150.00
Extension to Draft Approval	\$600.00
Acceptance of Municipal Infrastructure	Disbursements, including engineering review
Release of Subdivision Agreement	\$500.00 plus disbursements
Deeming By-law	\$1,000.00
SITE PLAN CONTROL - (SECURITY DEPOSIT MAY BE REQUIRED)	
Site Plan Application - Minor	\$1,700.00
Site Plan Application - Major	\$3,500.00
Amend Site Plan Agreement	\$1,200.00
Site Plan Agreement Certificate of Compliance	\$200.00
Release of Site Plan Agreement	\$300.00 plus disbursements
PART LOT CONTROL	
Application	\$1,200.00
OTHER FEES	
Lot Grading	\$2,000.00 Deposit paid at time of building application - less \$500.00 Review Fee
Copy of (Comprehensive) Zoning By-law	\$100.00
Change of Use Permit	\$300.00
Disposal of Surplus Lands	Sale price as determined by Council.

Encroachment Agreement	\$2,000.00
Request to Change conditions of Provisional Consent	\$250.00
Other development Applications and Agreements Accessory Building Prior to Main Use	\$2,000.00 Fee Plus \$3,000.00 Security deposit
SITE ALTERATION (FILL PLACEMENT)	
Fill less than 500 m3	\$70.00 (permit requirement may be waived as per Site Alteration By-law Delegated Authority)
Fill Greater than 500 m3 but less than 2,000 m3	\$500.00 Plus Security Deposit of \$2,000.00 (permit requirement may be waived as per Site Alteration By-law Delegated Authority)
Extension of permit for fill 500 m3 or less	\$150.00 Deposit remains with the Township until extended period has lapsed
Fill greater than 2,000 m3	\$2,000.00 Plus Security Deposit of \$5,000.00 per hectare of Site Alteration Area plus \$5,000.00 damage deposit including mud tracking and dust control measures
Preparation of Site Alteration Agreement	Medium Scale (250-2,000 cubic metres) \$1,000.00 Large Scale - (over 2,000 cubic metres) \$2,500.00
Amendment to Site Alteration Agreement	Large Scale - \$1,000.00
Any other costs incurred in excess of the fees listed above will be charged at a full cost recovery basis.	

SCHEDULE "H" SEWAGE/WASTE WATER SERVICES

DESCRIPTION	FEE
<p>Sewage/Wastewater Disposal Fee for "Sunset Strip" Commercial customers producing less than 13,500 gallons of sewage/wastewater per month with a Contract signed prior to January 1, 2011.</p> <p>Sewage/Wastewater Disposal Fee for "Sunset Strip" Commercial customers producing more than 13,500 gallons of sewage/waste water per month with a Contract signed prior to January 1, 2011</p>	<p>\$120.61 per load on the first 2,000 gallons of plus \$9.39 per m3 on additional</p> <p>Note: \$20.00 per load shall be transferred into capital reserve .3.2 cents/gallon plus a \$90.00 per month administration fee</p> <p>Note: \$20.00 per month per customer shall be transferred into a capital reserve.</p>
<p>Sewage/Wastewater penalty charges for exceeding Allotment under Sewage/Wastewater disposal agreement</p>	<p align="center">6.3 cents/gallon (13.86/m3)</p>
<p>Sewage Disposal Fee charged to approved Haulage Contractors for disposal of domestic sewage at the Bio-Digester</p>	<p align="center">\$25.00/m3</p>
<p>Other materials accepted at the Bio-Digester will be charged a tipping fee according to the rate set by the Joint Management Committee and approved by Council.</p>	

SCHEDULE "I" RECREATION	
DESCRIPTION	FEE
KEYS FOR ACCESS TO THE PUBLIC BOAT LAUNCH	
McCullough Lake	\$60.00 for 2 years plus \$50.00 capital charge
Williams Lake	\$50.00
ICE RENTALS - standard ice rental includes 10 minute flood time	
Prime Time Ice (Prime Time Ice is from Monday to Friday 6:00pm to 11:00pm and Saturday 1:00pm to 11:00pm and all day Sunday)	\$145.00
Non-Prime Time Ice (Non-Prime Time Ice is Monday to Friday 6:00am to 6:00pm and Saturday 6:00am to 1:00pm)	\$120.00
Chatsworth Minor Hockey, Chatsworth Figure Skating, Youth Broomball	\$120.00
Non-Resident Minor Hockey fee	\$100.00 per player (excluding Georgian Bluffs as they contribute to operating costs)
Adult Broomball	\$130.00
Public Skating	\$3.00 Family Rate - \$8.00
Out of Town Minor Sport Ice Rentals	\$145.00
Local School Skating (Holland-Chatsworth, Sullivan)	\$55.00
ARENA FLOOR - SPORTING - NO ICE	
Sporting Groups	\$50.00 per hour
Pickleball	\$20.00 season or \$2.00 per visit per person
BALL DIAMOND RENTALS (Desboro, Keady, Chatsworth)	
ADULT TEAMS	
Seasonal Rate - lights	\$380.00 per team
Seasonal Rate - No lights - Game to be completed by 8:30pm	\$255.00 per team
Diamond Rate	\$45.00 per game no lights \$51.00 per game with lights
Tournament Rates	
Saturday/Sunday	\$400.00
Saturday OR Sunday Day	\$250.00
Friday Night	\$50.00
MINOR TEAMS	
Seasonal Rate - lights	\$175.00
Seasonal Rate - No lights - Game to be completed by 8:30pm	\$125.00
Diamond Rate	\$30.00 per game
Tournament Rates	
Saturday/Sunday	\$140.00
Saturday OR Sunday Day	\$90.00
Friday Night	\$30.00
HALL / MEETING ROOM RENTALS (Desboro and Keady Arena Facilities)	
Desboro Community Centre	
Boardroom - Unlicensed	\$90.00 per day or \$150.00 per hour up to 3 hours
Boardroom - Licensed	\$125.00
Keady Community Centre	
Hall Unlicensed	\$350.00 per day or \$150.00 per hour up to 2 hours
Hall Licensed	\$450.00
Upper Room - Unlicensed	\$50.00 per day or \$30.00 per hour up to 2 hours
Upper Room - Licensed	\$150.00
Arena Floor - Desboro or Keady - Unlicensed	\$500.00
Arena Floor - Desboro or Keady - Licensed	\$500.00
OTHER	
Kitchen Rental - Any Facility	\$85.00
Hall Set up - Tables, Chairs	\$100.00
Security Deposit Required for All Licensed Events	\$500.00
For facility uses (hall rentals, ice rentals or outdoor spaces) that play music, Socan and Resound fees may apply. These are dependent upon the type of event and the capacity of the facility but can range from \$22-50 plus applicable taxes. Details are available when booking the facility.	
This is a third-party fee that is remitted directly to Entandem.	

SCHEDULE "J" WASTE AND DIVERSION SERVICES

DESCRIPTION	FEE
Bag Tags	\$3.00 for all tags (no untagged bags permitted as of April 1, 2024)
SULLIVAN TRANSFER STATION	
Clean Fill	N/C
Bagged Household Garbage	\$3.00 per bag, \$5.00 minimum
Fridges, Freezers, Air Conditioners, Water coolers etc. (Freon-free with MOE tag)	\$0.00
Fridges, Freezers, Air Conditioners, Water coolers etc. (Freon Not removed)	\$30.00
Recyclable items, as per contractor	N/C
Sorted Domestic, Commercial & Industrial materials including construction materials, dirty wood products, asphalt shingles	\$150.00 per Tonne \$5.00 Minimum fee per load
Unsorted Domestic, Commercial & Industrial materials	\$250.00 per Tonne \$10.00 Minimum fee per load
Contaminated Soil (per MECP guidelines and municipal engineer approval)	\$320.00 per Tonne
Contaminated Soil (from other municipalities) per MECP and municipal engineer approval	\$640.00 per Tonne
Garage Sale Items Placed in Recycling Building Over 3 loads	\$5.00 Minimum Fee
Brush over 100 Pounds (50Kgs)	\$10.00 flat fee
Tires	\$0.00
Mattresses	\$25.00 each
Sofas/Large Furnishings	\$25.00 each
Solid wood furniture (no upholstery)	\$15.00 per item
Non-steel household furniture and bulky items	\$15.00 per item
Custom Weighing during normal hours of operation (gross and tare)	\$10.00 per Vehicle
Special Opening (24 Hour Notice)	\$140.00 flat fee to open plus \$40.00/hour for each additional hour

SCHEDULE "K" CEMETERIES

DESCRIPTION	FEE
LOTS:	
Single Lot - 1 interment or 4 cremains or 1 interment and two cremains Single Cremation Lot - 2 cremains	\$1,000.00 plus Care and Maintenance Fee as Approved by BAO at time of purchase \$400.00 plus Care and Maintenance Fee as Approved by BAO at time of purchase
OPENING AND CLOSING FEES	
Full Grave Opening	\$800.00 + \$85.00 locate fee
Cremation Lot Opening	\$375.00 + \$85.00 locate fee
Service Charge for Statutory Holiday and Sunday Burials	Fees as above plus \$325.00 per grave
LOCATE FEE	
Lot & Monument Marking	\$85.00
CORNERPOSTS	
Mandatory at Time of Lot Purchase	\$125.00
TRANSFER OF INTERMENT RIGHTS	
Transfer of Interment Rights	\$40.00 with documentation \$250.00 without documentation
DISINTERMENT	
Full Casket	\$1,500.00
Cremains	\$450.00
FOUNDATIONS AND MARKERS	
Foundation installation	Cost Recovery
Marker Care and Maintenance Fees	As approved by BAO at time of purchasing service

SCHEDULE "L" BY-LAW ENFORCEMENT

DESCRIPTION	FEE
Application for Exemption to Noise By-law	No Fee
PROPERTY STANDARDS AND TIDY YARDS ADMINISTRATION FEES	
Initial First Inspection	N/C
Second Offence Inspection	\$150.00
Third Offence Inspection	\$300.00
Appeal property Standards order to the Property Standards Committee	\$250.00
Appeal a Property Standards Committee decision to the Superior Court. Attend hearing of the Property Standards Committee or Superior Court of Justice - Where the order is not quashed on appeal, for each Property Standards Officer who attends a hearing before the property Standards Committee or Superior Court of Justice	\$300.00 \$50.00 per hour plus mileage at the Township's mileage rate in effect at the time.
Inspections where owner fails to comply with an Order - Owner who failed to comply with a confirmed Order shall pay a fee for each inspection to determine if contraventions of the by-law observed on an initial inspection have been corrected where the contraventions have not been remedied by the time provided for in the said order.	\$100.00 per inspection plus mileage
Register conviction for breach of any order	\$600.00 plus disbursements
Order has been registered and requires discharge	\$600.00 plus disbursements
Certificate of Compliance	\$200.00

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-09

BEING a By-Law to Adopt the 2024 Operating and Capital Budgets

WHEREAS Section 290 of the *Municipal Act, S.O. 2001, Chapter 25*, provides that a local municipality shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality; and

WHEREAS the Council of the Corporation of the Township of Chatsworth has given notice of the adoption of the 2024 Municipal Operating and Capital Budget; and

WHEREAS the Council of the Corporation of the Township of Chatsworth has prepared such an estimate of all sums required during the year of 2024;

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

1. The estimate of all sums required for Township purposes for the Corporation of the Township of Chatsworth is hereby adopted.
2. That the Municipal Operating Budget estimates for the year 2024 as presented in Schedule "A" are hereby adopted, attached hereto, and form part of this By-law.
3. That the Municipal Capital Budget estimates for the year 2024 as presented in Schedule "B" are hereby adopted, attached hereto, and form part of this By-law.
4. This By-law shall come into full force and effect upon the final passing thereof.

READ a first and second time this 7th day of February, 2024.

READ a third time and finally passed this 7th day of February, 2024.

Scott Mackey, Mayor

Tyler Zamosny, Deputy Clerk



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
GENERAL GOVERNMENT				
COUNCIL				
Donation Revenue		(40,000)	(40,000)	
Transfer From Reserves	(35,000)	(33,300)	1,700	-5%
Council Revenues	(35,000)	(73,300)	(38,300)	109%
Total Wage Costs	130,168	134,546	4,378	6%
Conventions & Training	8,500	10,000	1,500	18%
Election Expenses		2,100	2,100	
Advertising & Promotion		150	150	
Memberships		1,200	1,200	
Insurance	5,790	6,502	712	12%
Meeting Expenses	1,000	2,000	1,000	100%
IT & IT Support	1,000	1,030	30	3%
Mileage	3,000	3,500	500	17%
Miscellaneous Expense	5,500	2,500	(3,000)	-55%
Donations Made	35,000	73,300	38,300	109%
Transfer to Reserves	7,000	7,000		
Council Expenses	196,958	243,828	46,870	24%
Total Council	161,958	170,528	8,570	5%
ADMIN				
Death Registration Fees	(1,000)	(1,030)	(30)	3%
Marriage License Fees	(1,000)	(1,030)	(30)	3%
Freedom of Information Requests	(10)	(10)	(0)	3%
Licensing Fee Revenues	(2,600)	(3,000)	(400)	15%
Ownership Changes	(8,000)	(8,500)	(500)	6%
Tax Arrears Notices	(11,000)	(11,330)	(330)	3%
Mortgage Company Fees	(8,000)	(8,240)	(240)	3%
Penalty & Interest Revenue	(150,000)	(150,000)		
Interest Earned	(135,000)	(240,000)	(105,000)	78%
Miscellaneous Revenue	(5,000)	(5,000)		
Interdepartmental Revenues	(15,000)	(15,000)		
Tax Sale Admin Fee Revenues	(1,000)	(1,030)	(30)	3%
Tax Certificates	(13,500)	(13,905)	(405)	3%
Transfer from Reserves	(100,000)	(50,000)	50,000	-50%
Rate Stabilization Reserve	(45,000)		45,000	-100%
Admin Revenue	(496,110)	(508,075)	(11,965)	2%
Total Staffing Costs	684,281	733,685	49,404	7%
Office Supplies	15,000	15,000		
Cleaning Services	6,000	6,000		
Hydro	6,000	5,000	(1,000)	-17%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Clothing Allowance	2,000	4,000	2,000	100%
Heat	2,000	3,000	1,000	50%
Building Maintenance & Supplies	8,000	8,000		
Conventions & Training	10,000	10,000		
Advertising & Promotion	4,000	4,000		
Equipment Maintenance & Supplies	4,000		(4,000)	-100%
Equipment Rentals	5,000	6,000	1,000	20%
Memberships	6,600	7,800	1,200	18%
Professional Fees - Audit	35,000	53,000	18,000	51%
Professional Fees - Other	40,000	25,000	(15,000)	-38%
Professional Fees - Legal	15,000	15,000		
Insurance	45,866	51,508	5,642	12%
Meeting Expenses	500	515	15	3%
Postage/Courier	21,000	20,000	(1,000)	-5%
Marriage Licenses & Services	960	989	29	3%
IT & IT Support	53,000	54,590	1,590	3%
Mileage	1,500	1,545	45	3%
Telephone/Internet	10,000	9,000	(1,000)	-10%
Miscellaneous Expense	2,500	1,500	(1,000)	-40%
Studies and Reports	20,000	80,000	60,000	300%
Interest Expense/Bank Charges	1,500	2,300	800	53%
Changes in Assessment	45,000	60,000	15,000	33%
A/R Write-Offs	500	515	15	3%
Transfer to Reserves	5,500	5,500		
Transfer to Reserves-Lifecycle	20,029	20,430	401	2%
Admin Expenses	1,070,736	1,203,876	133,140	12%
Total Admin	574,626	695,801	121,175	21%
ECONOMIC DEVELOPMENT				
Grants-Other	(20,000)		20,000	-100%
Transfer from Reserves	(60,000)	(40,000)	20,000	-33%
Economic Development Revenue	(80,000)	(40,000)	40,000	-133%
Economic Dev - Christmas Lights	30,000	20,000	(10,000)	-33%
Advertising & Promotion	500	515	15	3%
Equipment Maintenance & Supplies	1,800	1,854	54	3%
Economic Dev - CIP Grants to Others	60,000	40,000	(20,000)	-33%
Memberships	10,000	10,400	400	4%
Transfer to Reserves	20,000		(20,000)	-100%
Economic Development Expenses	122,300	72,769	(49,531)	-40%
Total Economic Development	42,300	32,769	(9,531)	-23%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
OTHER ADMIN REVENUES				
Supp Taxation - Res/Farm	(70,000)	(70,000)		
School Board for Municipality	(34,000)	(34,000)		
Mun. Railway/Hydro Corridor	(5,500)	(5,500)		
Payment In Lieu		(35,000)	(35,000)	
Ontario Municipal Partnership Fund	(862,500)	(871,200)	(8,700)	1%
Total Other Revenue	(972,000)	(1,015,700)	(43,700)	1%
Total General Government	(193,116)	(116,602)	76,514	-40%
PROTECTIVE SERVICES				
FIRE				
Leasing Revenues	(15,000)	(15,450)	(450)	3%
Hall Rental Revenue	(1,500)	(1,545)	(45)	3%
MTO Recovery Revenue	(20,000)	(20,600)	(600)	3%
Insurance Recovery Revenue	(20,000)	(20,600)	(600)	3%
Other Recovery Revenue	(3,000)	(3,090)	(90)	3%
Donation Revenue	(10,000)	(10,000)		
Fire Revenue	(69,500)	(71,285)	(1,785)	3%
Total Staffing Costs	144,662	153,914	9,252	6%
Office Supplies	750	750		
Hydro	8,500	11,000	2,500	29%
Clothing Allowance	175	180	5	3%
Heat	2,100	2,250	150	7%
Building Maintenance & Supplies	9,000	9,000		
Conventions & Training	13,500	13,500		
Advertising & Promotion	350	350		
Pumper 401	4,500	4,635	135	3%
Tanker 402	3,500	3,605	105	3%
Rescue 403	6,500	4,500	(2,000)	-31%
RTV/Trailer 404	900	927	27	3%
Support Vehicle 405	2,500	2,500		
Equipment Maintenance & Supplies	25,000	25,750	750	3%
Fire Prevention & Education	1,700	1,900	200	12%
Interdepartmental Expenses	5,500	5,500		
Equipment Rentals		500	500	
Memberships	1,500	1,200	(300)	-20%
Association Purchases	10,000	10,000		
Insurance	21,755	24,431	2,676	12%
Meeting Expenses	1,300	1,000	(300)	-23%
Postage/Courier	100	100		
Licenses	1,250	1,350	100	8%
IT & IT Support	9,000	9,270	270	3%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Mileage	1,500	2,500	1,000	67%
Telephone/Internet	3,500	4,500	1,000	29%
Contracted Services	45,000	46,800	1,800	4%
Miscellaneous Expense	1,500	1,545	45	3%
Fire Service Agreements	70,000	70,000		
A/R Write-Offs	1,200	1,236	36	3%
Transfer to Reserves-Lifecycle	82,362	84,009	1,647	2%
Transfer to Chesley Fire Reserve	54,639	30,000	(24,639)	-45%
Fire Expenses	533,743	528,702	(5,041)	-1%
Total Fire	464,243	457,417	(6,826)	-1%
POLICE				
Grants - Provincial	(8,800)	(6,000)	2,800	-32%
Police Revenue	(8,800)	(6,000)	2,800	-32%
Police Wages	3,000	3,000		
Conventions & Training	1,000	1,000		
Memberships	365	365		
Mileage	500	500		
Contracted Services	1,092,930	1,056,028	(36,902)	-3%
Police Expense	1,097,795	1,060,893	(36,902)	-3%
Total Police	1,088,995	1,054,893	(34,102)	-3%
CONSERVATION AUTHORITY				
Conservation Authorities - Levy	112,954	121,385	8,431	7%
BUILDING				
Compliance Letters	(5,000)	(6,167)	(1,167)	23%
Building Permit Fees	(155,000)	(193,759)	(38,759)	25%
Transfer from Reserves				
Building Revenue	(160,000)	(199,926)	(39,926)	25%
Building Staff Costs	50,052	66,333	16,281	33%
Office Supplies	500	511	11	2%
Clothing Allowance	500		(500)	-100%
Interdepartmental Expenses	12,200	12,566	366	3%
Memberships		50	50	
Repairs/Maintenance	800	824	24	3%
Insurance	3,393	3,810	417	12%
IT & IT Support	18,000	18,540	540	3%
Bulding Dept - Fuel	400	412	12	3%
Contracted Services	77,500	96,880	19,380	25%
Building Expenses	163,345	199,926	36,581	22%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Total Building	3,345	(0)	(3,345)	-100%
BY-LAW				
By-Law Enforcement - Revenue	(1,000)	(1,000)		
By Law Revenue	(1,000)	(1,000)		
By Law Staffing Costs				
Office Supplies	500		(500)	-100%
Professional Fees - Legal	5,000	4,500	(500)	-10%
Telephone/Internet		250	250	
Contracted Services	58,000	58,000		
By Law Expenses	63,500	62,750	(750)	-1%
Total By Law	62,500	61,750	(750)	-1%
ANIMAL CONTROL				
Licensing Fee Revenues	(30,000)	(30,900)	(900)	3%
Animal Control Fee Revenues	(3,000)	(3,090)	(90)	3%
Livestock Claim Refunds	(500)	(515)	(15)	3%
Animal Control Revenue	(33,500)	(34,505)	(1,005)	3%
Professional Fees - Legal	500	515	15	3%
Contracted Services	15,000	14,500	(500)	-3%
Impound Fees	4,500	4,000	(500)	-11%
Livestock Claim Payments	500	500		
Animal Control Expenses	20,500	19,515	(985)	-5%
Total Animal Control	(13,000)	(14,990)	(1,990)	15%
Total Protective Services	1,719,037	1,680,455	(38,582)	-2%
TRANSPORTATION SERVICES				
COLD PATCH CRACK SEALING				
Materials	20,000	20,000		
Contracted Services	51,000	55,000	4,000	8%
Total Patch/Crack Sealing	71,000	75,000	4,000	6%
RESURFACE SS				
Materials		40,000	40,000	
Total Resurface SS		40,000	40,000	
CALCIUM				
Contracted Services	215,000	220,000	5,000	2%
Total Calcium	215,000	220,000	5,000	2%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
MAINTENANCE GRAVEL				
Transfer from Reserves	(77,000)	(68,500)	8,500	-11%
Maintenance Gravel Revenue	(77,000)	(68,500)	8,500	-11%
Materials				
Contracted Services	325,000	375,000	50,000	15%
Maintenance Gravel Expenses	325,000	375,000	50,000	15%
Total Maintenance Gravel	248,000	306,500	58,500	24%
CONNECTING LINK				
Total Connecting Link Contracted Services	3,200	3,200		
ROADS ADMIN				
Roads - Permits	(4,500)	(5,000)	(500)	11%
Interdepartmental Transfers - fuel	(12,200)	(12,566)	(366)	3%
Roads Miscellaneous Revenue	(55,000)	(62,000)	(7,000)	13%
Transfer from Reserves				
Roads Admin Revenue	(71,700)	(79,566)	(7,866)	11%
Roads Admin Staff Costs	851,091	859,855	8,764	1%
Office Supplies	2,800	5,000	2,200	79%
Hydro	11,000	11,330	330	3%
Clothing Allowance	5,000	7,500	2,500	50%
Heat	30,000	22,000	(8,000)	-27%
Building Maintenance & Supplies	10,000	10,300	300	3%
Conventions & Training	18,000	18,000		
Advertising & Promotion	1,200	1,236	36	3%
Equipment Maintenance & Supplies	10,000	10,300	300	3%
Memberships	2,000	2,060	60	3%
Insurance	118,001	132,515	14,514	12%
Meeting Expenses	400		(400)	-100%
Licenses	16,000	16,000		
IT & IT Support	7,500	7,725	225	3%
Mileage	500	500		
Telephone/Internet	4,000	5,500	1,500	38%
Contracted Services	2,000	2,068	68	3%
Miscellaneous Expense		2,000	2,000	
GovDeals Fees	2,000		(2,000)	-100%
Interest Expense		27,500	27,500	
Debt Repayment Principal		45,500	45,500	
Transfer to Reserves-Lifecycle	873,036	890,497	17,461	2%
Roads Admin Expenses	1,964,528	2,077,386	112,858	6%
Total Roads Admin	1,892,828	1,997,820	104,992	6%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
TRANSIT SPECIAL NEEDS				
Total Transit Special Needs Contracted Services	44,552	15,000	(29,552)	-66%
EQUIPMENT OVERHEAD				
Roads -Equipment Sales	(5,000)		5,000	-100%
Interdepartmental Revenues	(3,500)	(3,605)	(105)	3%
Machines O/H - Trans from Reserves	(41,928)	(20,964)	20,964	-50%
Equipment Overhead Revenue	(50,428)	(24,569)	25,859	-51%
Clear Diesel Fuel	100,000	110,000	10,000	10%
Gasoline	40,000	48,000	8,000	20%
Grease/Oil etc	12,000	12,000		
Coloured Diesel Fuel	190,000	195,000	5,000	3%
Repairs/Maintenance	20,000	20,500	500	3%
Interest Expense	6,372	6,319	(53)	-1%
Debt Repayment Principal	35,908	35,609	(299)	-1%
Roads Equipment Overhead Expenses	404,280	427,428	23,148	6%
Total Equipment Overhead	353,852	402,859	49,007	14%
EQUIPMENT PURCHASES				
Transfer to Reserves-Lifecycle	297,669	303,623	5,953	2%
VEHICLES				
Vehicle Repairs	229,000	250,000	21,000	9%
Total Vehicles	229,000	250,000	21,000	9%
Total Roads	3,355,102	3,614,002	258,900	8%
BRIDGES/CULVERTS				
Transfer from Reserves	(25,000)	(12,500)	12,500	-50%
Bridges/Culverts Revenue	(25,000)	(12,500)	12,500	-50%
Materials	10,000	10,300	300	3%
Contracted Services		2,000	2,000	
Professional Fees - Engineering	5,000		(5,000)	-100%
Studies and Reports	25,000	10,000	(15,000)	-60%
Interest Expense		10,000	10,000	
Debt Repayment Principal		17,000	17,000	
Transfer to Reserves-Lifecycle	51,060	52,081	1,021	2%
Bridge/Culverts Expenses	91,060	101,381	10,321	11%
Total Bridge/Culverts	66,060	88,881	22,821	35%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
ROADSIDE MOWING				
Equipment Rentals	2,500		(2,500)	-100%
Contracted Services	20,500	21,115	615	3%
Total Roadside Mowing	23,000	21,115	(1,885)	-8%
TREE TRIMMING				
Total Tree Trimming Contracted Services	35,000	36,190	1,190	3%
SWEEPING				
Total Sweeping Contracted Services	12,000	12,408	408	3%
SIGNS				
Roads - Signs Revenue	(4,500)	(4,750)	(250)	6%
Materials	20,000	25,000	5,000	25%
Contracted Services		10,000	10,000	
Total Signs	15,500	30,250	14,750	95%
SIDEWALKS				
Transfer from Reserves	(75,000)	(35,000)	40,000	-53%
Sidewalk Revenues	(75,000)	(35,000)	40,000	-53%
Contracted Services	75,000	35,000	(40,000)	-53%
Sidewalk Expenses	75,000	35,000	(40,000)	-53%
Total Sidewalks				
MUNICIPAL DRAINS				
Grants - Provincial	(10,000)	(7,500)	2,500	-25%
Municipal Drain Revenues	(10,000)	(7,500)	2,500	-25%
Professional Fees-Engineering	6,000	6,180	180	3%
Miscellaneous Expense	20,000	15,000	(5,000)	-25%
Municipal Drain Expenses	26,000	21,180	(4,820)	-19%
Total Municipal Drains	16,000	13,680	(2,320)	-15%
Total Traffic/Roadside Operations	101,500	113,643	12,143	12%
GRAVEL PITS				
Licenses	800	824	24	3%
Gravel Pit Expenses	800	824	24	3%
Total Gravel Pits	800	824	24	3%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
WINTER CONTROL				
Snow Removal Revenue -Cntrysde/Lakeview	(11,000)	(11,750)	(750)	7%
Transfer from Reserves	(30,000)		30,000	-100%
Winter Control Revenue	(41,000)	(11,750)	29,250	-71%
Winter Control Staff Costs				
Materials	190,000	195,700	5,700	3%
Clothing Allowance	500		(500)	-100%
Telephone	300	300		
Contracted Services	22,000	23,500	1,500	7%
Winter Control Expenses	516,375	588,009	71,634	14%
Total Winter Control	475,375	576,259	100,884	21%
STREETLIGHTS				
Hydro	12,000	15,000	3,000	25%
Contracted Services	11,000	11,330	330	3%
Transfer to Reserves-Lifecycle	10,278	10,483	206	2%
Total Streetlights	33,278	36,813	3,536	11%
Total Transportation Services	4,032,114	4,430,422	398,308	10%
ENVIROMENTAL SERVICES				
WATER				
Leasing Revenues	(2,000)		2,000	-100%
Interest Earned	(2,000)	(1,600)	400	-20%
Other Revenue/Fees	(3,000)	(4,500)	(1,500)	50%
Interest Earned	(2,200)		2,200	-100%
Fixed Charges Revenues	(232,000)	(238,960)	(6,960)	3%
Capital Charges Revenues	(70,000)	(72,100)	(2,100)	3%
Bulk Water Sales	(1,000)	(2,000)	(1,000)	100%
Fixed Charges Revenues	(45,000)	(46,350)	(1,350)	3%
Capital Charges Revenues	(15,300)	(15,759)	(459)	3%
Water Accounts- NSF Fees	(125)	(125)		
New Connection Revenues	(1,000)	(1,030)	(30)	3%
Water Meter Kits	(1,500)	(1,545)	(45)	3%
Water Revenues	(375,125)	(383,969)	(8,844)	-52%
Water Staff Costs	41,023	45,603	4,580	11%
Hydro	14,800	19,000	4,200	28%
Building Maintenance & Supplies	5,000	5,150	150	3%
Grounds Maintenance	1,800	1,854	54	3%
Conventions & Training	1,000	1,030	30	3%
Equipment Maintenance & Supplies	15,000	15,450	450	3%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Overhead Expense	5,000	5,150	150	3%
Water - Service Calls	5,000	5,150	150	3%
Memberships	750	773	23	3%
Insurance	4,711	5,290	579	12%
Licenses	1,700	1,751	51	3%
Mileage		200	200	
Telephone/Internet	3,000	2,800	(200)	-7%
Contracted Services	150,000	175,000	25,000	17%
Source Water Protection	1,700	1,751	51	3%
Taxes (Payments in Lieu)	2,200	2,266	66	3%
Transfer to Reserve Fund	122,441	95,751	(26,690)	-22%
Water Expenses	375,125	383,969	8,844	86%
Total Water		0	0	
SOLID WASTE COLLECTION				
Bag Tag Sales	(35,000)	(161,400)	(126,400)	361%
Solid Waste Collection Revenues	(35,000)	(161,400)	(126,400)	361%
Contracted Services	125,000	234,507	109,507	88%
Solid Waste Collection Expenses	125,000	234,507	109,507	88%
Total Solid Waste Collection	90,000	73,107	(16,893)	-19%
SULLIVAN WASTE SITE				
Scrap Metal Revenue	(6,000)	(6,180)	(180)	3%
Site Disposal/Tipping Revenues	(90,000)	(92,000)	(2,000)	2%
Sullivan Waste Site Revenues	(96,000)	(98,180)	(2,180)	5%
Sullivan Waste Staff Costs	85,748	89,446	3,698	4%
Office Supplies	200	200		
Hydro	600	1,200	600	100%
Clothing Allowance	500	500		
Building Maintenance & Supplies	700	700		
Convention & Training	1,000	1,000		
Memberships	450	450		
Equipment Maintenance & Supplies	2,000	1,200	(800)	-40%
Mileage	300	500	200	67%
Contracted Services	85,000	85,000		
Professional Fees-Engineering	20,000	15,000	(5,000)	-25%
Taxes (Payments in Lieu)	33,000	33,000		
Transfer to Reserves	15,000	15,450	450	3%
Transfer to Reserves-Lifecycle	63,041	64,617	1,576	2%
Sullivan Waste Site Expenses	307,539	308,263	724	111%
Total Sullivan Waste Site	211,539	210,083	(1,456)	-1%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
MARKDALE WASTE SITE				
Transfer from Reserves	(34,593)	(46,149)	(15,756)	46%
Markdale Waste Site Revenues	(34,593)	(46,149)	(15,756)	46%
Miscellaneous Expense	30,000	58,852	28,052	94%
Interest Expense	5,213	5,370	156	3%
Debt Repayment Principal	29,379	30,261	881	3%
Transfer to Reserves	22,000	22,660	660	3%
Transfer to Reserves-Lifecycle	2,862	2,919	57	2%
Markdale Waste Site Expenses	89,455	112,062	29,807	105%
Total Markdale Waste Site	54,862	65,912	14,051	150%
Total Waste Disposal	266,401	275,996	12,595	5%
RECYCLING				
Grants - Provincial	(36,000)	(34,000)	2,000	-6%
Material Rebate	(6,000)	(6,180)	(180)	3%
Recycling Revenues	(42,000)	(40,180)	1,820	-3%
Contracted Services	75,000	25,000	(50,000)	-67%
Recycling Expenses	75,000	25,000	(50,000)	-67%
Total Recycling	33,000	(15,180)	(48,180)	-69%
BIODIGESTER				
Transfer from Reserves	(92,000)		92,000	-100%
Biodigester Revenues	(92,000)		92,000	-100%
Interest Expense/Bank Charges	12,000	12,000		
Debt Repayment Principal	80,000	80,000		
Inter-Municipal Transfers	80,000	80,000		
Biodigester Expenses	172,000	172,000		
Total Biodigester	80,000	172,000	92,000	115%
Total Waste Diversion	113,000	156,820	43,820	39%
Total Environmental Services	469,401	508,923	39,522	8%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
HEALTH SERVICES				
CEMETRIES ADMIN				
Transfer from Trust		(2,000)	(2,000)	
Cemeteries Admin Revenues		(2,000)	(2,000)	
Cemetery Admin Staff Costs	30,630	50,233	19,603	64%
Insurance	347	390	43	12%
Legal Add this line and put in fees for terantet		500	500	
Annual Licensure Costs		250	250	
Cemetery Admin Expenses	30,977	51,373	20,396	76%
Total Cemetery Admin	30,977	49,373	18,396	76%
CHATSWORTH CEMETERY				
Interest Earned	(65)	(67)	(2)	3%
Plot Sales		(2,000)	(2,000)	
Grave Opening Revenues	(600)	(750)	(150)	25%
Grave Marking/Staking Fees	(150)	(170)	(20)	13%
Transfer from Reserves	(20,000)	(20,000)		
Chatsworth Cemetery Revenues	(20,815)	(22,987)	(2,172)	41%
Grounds Maintenance	20,000	20,000		
Grave Opening Expense	650	670	20	3%
Grave Marking Expense	100	75	(25)	-25%
Cornerstones Expense	100	125	25	25%
Miscellaneous Expense (Foundations,etc)		100	100	
Chatsworth Cemetery Expenses	20,850	20,970	120	3%
Total Chatsworth Cemetery	35	(2,017)	(2,052)	44%
DESBORO CEMETERY				
Interest Earned	(250)		250	-100%
Plot Sales	(1,000)	(1,000)		
Grave Opening Revenues	(1,500)	(1,500)		
Grave Marking/Staking Fees	(300)	(300)		
Desboro Cemetery Revenues	(3,050)	(2,800)	250	-100%
Grounds Maintenance	1,000	1,000		
Grave Opening Expense	650	670	20	3%
Grave Marking Expense	75	75		
Cornerstones Expense		125	125	
Desboro Cemetery Expenses	1,725	1,870	145	3%
Total Desboro Cemetery	(1,325)	(931)	395	-97%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
ST. MATHIAS CEMETERY				
Interest Earned	(15)		15	-100%
St. Mathias Cemetery Revenues	(15)		15	-100%
StMC- Maintenance grounds	1,000	1,030	30	3%
St. Mathias Cemetery Expenses	1,000	1,030	30	3%
Total St. Mathias Cemetery	985	1,030	45	-97%
HEMSTOCK CEMETERY				
Maintenance grounds	1,000	1,030	30	3%
Hemstock Cemetery Expenses	1,000	1,030	30	3%
Total Hemstock Cemetery	1,000	1,030	30	3%
CEDERDALE CEMETERY				
Interest Earned	(10)		10	-100%
Cederdale Cemetery Revenues	(10)		10	-100%
Maintenance grounds	1,000	1,030	30	3%
Cederdale Cemetery Expenses	1,000	1,030	30	3%
Total Cederdale Cemetery	990	1,030	40	-97%
MOUNT ZION CEMETERY				
Interest Earned	(55)		55	-100%
Other Revenue (Foundations, etc)		(650)	(650)	
Grave Openings Revenue		(750)	(750)	
Grave Marking/Staking Fees		(250)	(250)	
Mount Zion Cemetery Revenues	(55)	(1,650)	(1,595)	-100%
Grounds Maintenance	1,000	1,000		
Grave Openings Expense		500	500	
Grave Marking Expense		100	100	
Miscellaneous Exp (Foundations, etc)		220	220	
Mount Zion Cemetery Expenses	1,000	1,820	820	
Total Mount Zion Cemetery	945	170	(775)	-100%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
SHILOH CEMETERY				
Interest Earned	(2,000)	(2,060)	(60)	3%
Other Revenue (Foundations, etc)	(2,000)	(2,060)	(60)	3%
Plot Sales	(1,000)	(1,030)	(30)	3%
Grave Openings Revenue	(4,000)	(4,120)	(120)	3%
Grave Marking/Staking Fees	(800)	(824)	(24)	3%
Shiloh Cemetery Revenues	(9,800)	(10,094)	(294)	15%
Grounds Maintenance	1,000	4,000	w33	
Grave Openings Expense	2,500	2,575	75	3%
Grave Marking Expense	700	721	21	3%
Cornerstones Expense		115	115	
Micellaneous Exp (Foundations, etc)	1,500	1,545	45	3%
Shiloh Cemetery Expenses	5,700	8,956	256	9%
Total Shiloh Cemetery	(4,100)	(1,138)	(38)	24%
BERKLEY CEMETERY				
Other Revenue (Foundations, etc)		(200)	(200)	
Grave Openings Revenue	(300)	(300)		
Grave Marking/Staking Fees	(75)	(75)		
Berkley Cemetery Revenues	(375)	(575)	(200)	
Grounds Maintenance	2,000	2,000		
Grave Openings Expense	300	300		
Grave Marking Expense	75	75		
Berkley Cemetery Expenses	2,375	2,375		
Total Berkley Cemetery	2,000	1,800	(200)	
ST. PAUL'S ANGLICAN CEMETERY				
Grave Openings Revenue		(300)	(300)	
Grave Marking/Staking Fees		(75)	(75)	
St. Paul's Cemetery Revenues		(375)	(375)	
Miscellaneous Exp (Foundations, etc)		100	100	
St. Paul's Cemetery Expenses		100	100	
Total St. Paul's Cemetery		(275)	(275)	
Total Cemeteries	31,507	50,072	18,565	59%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
RECREATION AND CULTURAL SERVICES				
OUTDOOR RECREATION				
Ball Diamond Revenues	(1,000)		1,000	-100%
Lake Key Revenue	(3,000)	(600)	2,400	-80%
Ball Diamonds Revenue	(4,000)	(600)	3,400	-85%
Recreation - Grants to Others	15,000	15,000		
Ball Diamond Staff Costs	117,298	127,339	10,041	9%
Outdoor Rec. Facilities - Bldg. Maintenance	600		(600)	-100%
Hydro	4,500	4,635	135	3%
Clothing		3,000	3,000	
Building Maintenance & Supplies	2,000	3,120	1,120	56%
Conventions and Training	3,000	3,090	90	3%
Equipment Maintenance & Supplies	5,500	11,000	5,500	100%
Interdepartmental Expenses	5,500	3,665	(1,835)	-33%
Equipment Rentals	3,000	4,400	1,400	47%
Memberships	300	450	150	50%
Insurance	6,364	7,147	783	12%
Fuel		2,000	2,000	
Telephone	300	309	9	3%
Contracted Services	55,000	55,000		
Recreation Facilities - Tax Write Offs		900	900	
Transfer to Reserves-Lifecycle	104,342	106,429	2,087	2%
Ball Diamonds Expenses	322,704	347,484	24,780	8%
Total Ball Diamonds	318,704	346,884	28,180	9%
WALTERS FALLS BALL DIAMOND				
Building Maintenance & Supplies	2,600	2,678	78	3%
Insurance	717	805	88	12%
Total Walters Falls	3,317	3,483	166	5%
Total Parks	322,021	350,367	28,346	9%
WILLIAMSFORD CC				
Plant (Ice) Maintenance		250	250	
Building Maintenance & Supplies	750	750		
Insurance	3,224	3,621	397	12%
Total Williamsford Community Centre	3,974	4,621	647	16%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
DESBORO COMMUNITY CENTRE				
Floor Rental Revenue	(5,000)	(7,500)	(2,500)	50%
Ball Diamond Revenues	(1,500)	(2,000)	(500)	33%
Arena Rentals	(4,500)	(4,635)	(135)	3%
Desboro CC Revenues	(11,000)	(14,135)	(3,135)	29%
Desboro CC Staff Costs				
Desboro CC Staff Costs	63,061	58,550	(4,511)	-7%
Office Supplies		200	200	
Hydro	10,000	10,000		
Heat	10,000	11,000	1,000	10%
Building Maintenance & Supplies	5,000	5,150	150	3%
Advertising & Promotion	500		(500)	-100%
Equipment Maintenance & Supplies	2,500	9,000	6,500	260%
Equipment Rentals		1,000	1,000	
Memberships				
Insurance	11,372	12,771	1,399	12%
IT & IT Support	2,400		(2,400)	-100%
Telephone/Internet	1,500	4,000	2,500	167%
Desboro CC Expenses	106,333	111,671	5,338	5%
Total Desboro CC	95,333	97,536	2,203	2%
KEADY COMMUNITY CENTRE				
Hall Rental Revenue	(7,000)	(7,210)	(210)	3%
Ball Diamond Revenues	(500)	(515)	(15)	3%
Arena Rentals	(120,000)	(125,000)	(5,000)	4%
Miscellaneous Revenue	(1,000)		1,000	-100%
KCC - Recovery from Georgian Bluffs	(87,598)	(90,226)	(2,628)	3%
Keady CC Revenues	(216,098)	(222,951)	(6,853)	3%
Keady CC Staff Costs				
Keady CC Staff Costs	187,087	208,679	21,592	12%
Office Supplies	300	400	100	33%
Plant (Ice) Maintenance	20,000	20,600	600	3%
Hydro	40,000	55,000	15,000	38%
Clothing Allowance	500		(500)	-100%
Heat	13,000	13,390	390	3%
Building Maintenance & Supplies	19,000	19,000		
Conventions & Training	3,000	3,000		
Advertising & Promotion	1,200	1,236	36	3%
Equipment Maintenance & Supplies	8,000	13,500	5,500	69%
Memberships	425	438	13	3%
Insurance	10,984	12,335	1,351	12%
IT & IT Support	2,500		(2,500)	-100%
Mileage	500	515	15	3%
Telephone/Internet	2,200	4,200	2,000	91%
Keady CC Expenses	308,696	352,292	43,596	14%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Total Keady CC	92,598	129,342	36,744	40%
CHATSWORTH HUB				
Ball Diamond Revenues	(1,200)	(1,200)		
Chatsworth CC Revenues	(1,200)	(1,200)		
Hydro	850		(850)	-100%
Grounds Maintenance	3,000		(3,000)	-100%
Transfer to Reserve Funds	55,000	55,000		
Chatsworth CC Expenses	58,850	55,000	(3,850)	-7%
Total Chatsworth Community Centre	57,650	53,800	(3,850)	-7%
Total Recreation Facilities	249,555	285,298	35,743	14%
LIBRARY				
Grants - Other	(11,614)	(11,962)	(348)	3%
Library Revenues	(11,614)	(11,962)	(348)	3%
Contracted Services - Owen Sound	171,139	180,030	8,891	5%
Libraries - Contract - Markdale	19,957	20,556	599	3%
Library Expenses	191,096	200,585	9,490	5%
Total Library	179,482	188,623	9,141	5%
Total Recreation	751,058	824,288	73,230	10%
PLANNING AND DEVELOPMENT				
Planning - Admin Fees	(15,000)	(22,000)	(7,000)	47%
Planning - Severance Fee Revenues	(20,000)	(35,000)	(15,000)	75%
Planning - Zoning Fee Revenue	(10,000)	(35,000)	(25,000)	250%
Planning - Zoning Info Fees	(8,000)	(5,000)	3,000	-38%
Minor Variances	-	(6,000)	-	
Development Agreement	-	(6,000)	-	
Planning Revenues	(53,000)	(109,000)	(44,000)	83%
Salaries/Wages	37,478	33,850	(3,628)	-10%
Employer Payroll Costs	12,757	11,753	(1,004)	-8%
Planning Staff Costs	50,235	45,603	(4,632)	-9%
Professional Fees - Legal	2,000	1,000	(1,000)	-50%
IT & IT Support	7,200	7,200	-	
MDS Fees	-	2,450	2,450	
Contracted Services	42,000	50,000	8,000	19%
Planning Expenses	101,435	106,253	4,818	5%
Total Planning	48,435	(2,747)	(51,182)	-106%

The Township of Chatsworth
"udget Summary Department

	2023 Budget	2024 Budget	\$ Increase	% Increase
General Government				
Council	161,958	170,528	8,570	5.3%
Admin	574,626	695,801	121,175	21.1%
Economic Development	42,300	32,769	(9,531)	-22.5%
Other Revenue	(972,000)	(1,015,700)	(43,700)	4.5%
Total General Government	(193,116)	(116,602)	76,514	-40%
Protective Services				
Fire	464,243	457,417	(6,826)	-1.5%
Police	1,088,995	1,054,893	(34,102)	-3.1%
Conservation Authority	112,954	121,385	8,431	7.5%
Building Department	3,345	(0)	(3,345)	-100.0%
By-Law Enforcement	62,500	61,750	(750)	-1.2%
Dog Pound/Animal Control	(13,000)	(14,990)	(1,990)	15.3%
Total Protective Services	1,719,037	1,680,455	(38,582)	-2.2%
Transportation Services				
Roads	3,355,102	3,614,002	258,900	7.7%
Bridges and Culverts	66,060	88,881	22,821	34.5%
Traffic Operations and Roadside	101,500	113,643	12,143	12.0%
Gravel Pits	800	824	24	3.0%
Winter Control	475,375	576,259	100,884	21.2%
Streetlights	33,278	36,813	3,536	10.6%
Total Transportation Services	4,032,114	4,430,422	398,308	9.9%
Enviromental Services				
Water	0	0	0	0.0%
Solid Waste Collection	90,000	73,107	(16,893)	-18.8%
Solid Waste Disposal	266,401	278,996	12,595	4.7%
Waste Diversion	113,000	156,820	43,820	38.8%
Total Enviromental Services	469,401	508,923	39,522	8.4%
Health Services				
Cemeteries	31,507	50,072	18,565	58.9%
Recreation and Cultural Services				
Parks	322,021	350,367	28,346	11.4%
Recreation Facilities	249,555	285,298	35,743	19.9%
Libraries	179,482	188,623	9,141	1.2%
Total Recreation and Cultural Services	751,058	824,288	73,230	9.8%
Planning and Development				
Planning and Zoning	48,435	(2,747)	(51,182)	-105.7%
Tile Drainage	0	0	0	0.0%
Total Planning and Development	48,435	(2,747)	(51,182)	-105.7%
Net Tax Levy	6,858,436	7,374,810	516,375	7.53%

**The Township of Chatsworth
2024 Budget Summary by Function**

	2023	2024	\$ Increase	% Increase
Grants	(946,114)	(930,842)	15,272	-2%
Own Source Revenues	(1,689,653)	(2,120,178)	(430,525)	25%
Transfer From Reserves	(580,521)	(277,313)	303,209	-52%
Total Revenues	(3,216,288)	(3,328,333)	(112,045)	3%
Staff Costs	2,741,911	2,945,294	203,383	7%
Materials and Supplies	2,200,949	2,409,611	208,662	9%
Contracted Services	2,994,732	3,096,116	101,384	3%
Donations	35,000	73,300	38,300	109%
Rents and Financial Expenses	215,873	332,374	116,501	54%
Transfers to Reserves	1,751,620	1,736,449	(15,171)	-1%
Transfer to Other Municipalities	134,639	110,000	(24,639)	-18%
Total Expenses	10,074,724	10,703,143	628,420	6%
Total	6,858,436	7,374,810	516,375	7.53%

Township of Chatsworth
By-law 2024-09
Schedule B

Township of Chatsworth 2024 Capital Budget											
Department	Description	Location	2024 Capital Budget	2025 Capital Budget	2026 Capital Budget	Sources of External Financing					
						Grants	Gas Tax	Other	Reserves	Reserve Funds	L/T Debt
Fire											
5411	Bunker Gear Annual Replacement(3 Sets)		9,000						9,000		
5411	Air Bag Lift Kit		9,200					9,200			
	Subtotal		18,200					9,200	9,000		
PW - Bridges											
5652	Gordon Lang Structure 4		600,000			386,345					213,655
	Subtotal		600,000			386,345	-		-		213,655
PW - Equip/Vehicle											
5702	2008 Cat Grader Replacement			625,000							625,000
5702	2013 Western Star Tandem Plow Truck Replacement (X2)				780,000						780,000
5702	Sidewalk Machine		85,000						85,000		-
	Subtotal		85,000	625,000	780,000	-	-	-	85,000	-	1,405,000
PW - Roads											
	2024 Asphalt Program		1,280,000					222,596	1,057,404		-
	2024 Surface Treatment Program		810,000						810,000		-
	Subtotal		2,090,000			-	222,596	-	1,867,404	-	-
PW Facilities											
5630	Handrail Installation	Holland Shop	10,000						10,000		-
5630	Workyard Drainage	Holland Shop	10,000						10,000		-
5630	Main Shop Bollard Replacement	Holland Shop	5,000						5,000		-
5630	Steel Siding Replacement	Sullivan Shop	10,000						10,000		-
5630	Office Flooring Replacement	Sullivan Shop	10,000						10,000		-
	Subtotal		45,000			-	-	-	45,000	-	-
Recreation											
5924	Keady BCA Projects		227,000						227,000		-
5920	Ice Resurfacers		100,000						100,000		-
5923	Desboro BCA Projects		10,000						10,000		-
	McCullough Lake		15,000						15,000		-
5927	Williamsford CC		5,000						5,000		-
	Subtotal		357,000			-	-	-	357,000	-	-
Cemetery											
5926	Cemetery Tree Service		6,500						6,500		-
	Subtotal		6,500			-	-	-	6,500	-	-
Total			3,201,700	625,000	780,000	386,345	222,596	9,200	2,369,904	-	1,618,655

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-10

BEING a By-law to authorize the Mayor and Deputy Clerk to enter into a Municipal Participation Agreement with The Corporation of the City of Owen Sound to participate in the 2024 Hazardous and Special Products (HSP) Waste Program

WHEREAS the Corporation of the Township of Chatsworth deems it desirable to enter into an Agreement with The Corporation of the City of Owen Sound to participate in the 2024 Hazardous and Special Products (HSP) Waste Program;

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

1. That the Mayor and Deputy Clerk of the Township of Chatsworth are hereby authorized to sign a Municipal Participation Agreement with The Corporation of the City of Owen Sound to participate in the 2024 Hazardous and Special Products (HSP) Waste Program, a copy of which is attached hereto as Schedule "A", and is hereby declared to form part of this by-law.
2. This by-law shall come into force and take effect on the date of its final passing.

READ a first and second time this 7th day of February, 2024.

READ a third time and finally passed this 7th day of February, 2024.

Scott Mackey, Mayor

Tyler Zamosny, Deputy Clerk

CITY OF OWEN SOUND
2024 HAZARDOUS AND SPECIAL PRODUCTS (HSP)
WASTE PROGRAM
MUNICIPAL PARTICIPATION AGREEMENT

This agreement between **The Corporation of the City of Owen Sound** and

_____ located at _____
(Municipality) (Street Address)
in _____
(Town, Province, Postal Code)

for the collection of Hazardous and Special Products (HSP) Waste at the Owen Sound Public Works Building, HSP Depot located at 1900 20th Street East, Owen Sound Ontario N4K 5N6 .

Residential Hazardous and Special Product Waste will only be accepted on the following 2024 HSP days:

- Saturday, April 20, 2024
- Saturday, May 11, 2024
- Saturday, June 15, 2024
- Saturday, July 15, 2024
- Saturday, August 13, 2024
- Saturday, September 14, 2024
- Saturday, October 5, 2024
- Saturday, October 19, 2024

The hours of operation are from 9:00 a.m. to 2:00 p.m. We will not accept waste after 2:00 pm and cannot accept Hazardous and Special Product Waste on any other days.

This agreement does not include any material generated from Industrial, Commercial, Institutional or Farm operations, which are not accepted at the Hazardous and Special Product Waste Day Events. Other hazardous material that we are not able to accept includes; materials containing PCB's (e.g., fluorescent light ballasts), infectious wastes (e.g., old syringes), radioactive wastes (e.g., smoke detectors, carbon monoxide detectors), explosives, ammunition, or flares.

Hazardous and Special Product Waste in a broken or leaky containers or does not have any identification labels on it will **not** be accepted.

Confirmation of your participation must be received by the City of Owen Sound by Friday March 8, 2024.

The \$1,565, plus applicable taxes, Administration Fee may be attached to this agreement, or the City can invoice the participating municipality for that amount. The City of Owen Sound will invoice the participating municipality \$60.00, plus applicable taxes, for each 56 liters of HHW carried by vehicles originating from that municipality.

The City will not accept payment by individuals delivering Hazardous and Special Product Waste to the Depot.

Reimbursement payments made to the City on behalf of Producers will be redistributed to participating municipalities based on the number of vehicles from each municipality. The reimbursements will be redistributed once the City receives the full season's revenue as subject to legislation.

This agreement is for the 2024 calendar year only. Either party may terminate this agreement with 20 days written notice to the other party. Any outstanding charges must be paid in full upon termination of the agreement.

\$1,565 Administration Fee enclosed

Please invoice the municipality for the Administration Fee

Please submit two (2) signed copies of this agreement. A countersigned copy of the agreement will be returned to you once the enabling by-law has been approved by City Council.

On behalf of the Municipality/Township of _____, I/we understand and agree to the above terms and conditions.

Dated this _____ day of _____, 2024.

(Name) (Title) (Signature)

(Name) (Title) (Signature)

On behalf of the City of Owen Sound:

Ian Boddy, Mayor

Briana Bloomfield, City Clerk

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-11

BEING a By-law to authorize temporary borrowing to meet the current expenditures of the municipality for the year ending December 31, 2024

WHEREAS the provisions of the *Municipal Act, 2001, S. O. 2001, c. 25, Section 407*, permit a municipality to authorize temporary borrowing, until the taxes are collected and other revenues are received, of the amount the municipality considers necessary to meet the current expenditures of the municipality for the year; and

WHEREAS the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest, except with the approval of the Ontario Land Tribunal, is limited;

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

1. At any time during a fiscal year, the Mayor and the Treasurer may authorize temporary borrowing, until the taxes are collected and other revenues are received, of the amount the municipality considers necessary to meet the current expenditures of the municipality for the year, including amounts required in the year for:
 - (a) reserve, sinking and retirement funds;
 - (b) principal and interest due on any debt of the municipality;
 - (c) school purposes;
 - (d) other purposes the municipality is required by law to provide for; and,
 - (e) the amount of principal and interest payable by a person or municipality primarily liable for a debt, if the municipality has guaranteed the debt and the debt is in default.
2. Except with the approval of the Ontario Land Tribunal, the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest shall not exceed:
 - (a) from January 1 to September 30 in the current year, 50 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year; and,
 - (b) from October 1 to December 31 in the current year, 25 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year.
3. Until the budget is adopted in a year, the limits upon borrowing under Section 2 shall temporarily be calculated using the estimated revenues of the municipality set out in the budget adopted for the previous year.
4. In Sections 2 and 3, estimated revenues do not include revenues derivable or derived from:
 - (a) arrears of taxes, fees or charges; or,
 - (b) a payment from a reserve fund of the municipality, whether or not the payment is for a capital purpose.
5. The lenders from whom amounts may be borrowed under authority of this By-law shall be Bank of Montreal and such other lender(s) as may be determined from time to time by resolution of Council.

6. The lender is not responsible for establishing the necessity of temporary borrowing or the manner in which the borrowing is used.

READ a first and second time this 7th day of February, 2024.

READ a third time and finally passed this 7th day of February, 2024.

Scott Mackey, Mayor

Tyler Zamoszny, Deputy Clerk

Accounts Payable

Bank of Montreal Cheque Register By Date

12/21/2023 thru 01/22/2024

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
024526	12/21/2023 Invoice D08-J7	000467	ROGERS WIRELESS INC. 12/07/2023 CELL PHONE - D8-J7	351.56
024527	01/04/2024 Invoice 0000180099	000959	A.J. STONE COMPANY LTD 12/22/2023 GLOVES	1,024.04
024528	01/04/2024 Invoice NOV2023	000458	BELL, LYLE C. 12/03/2023 WASTE PICKUP - NOV2023	2,088.34
024529	01/04/2024 Invoice 11.12.23	002257	CHATSWORTH & DISTRICT MINOR HOCKEY ASSOC 12/11/2023 BEN MORRIS ANNUAL GRANT	260.37
024530	01/04/2024 Invoice 11.12.23	001617	CHATSWORTH BOGNOR YOUTH SOCCER CLUB 12/11/2023 BEN MORRIS ANNUAL GRANT	260.38
024531	01/04/2024 Invoice 21.12.23	002598	██████████ 12/21/2023 REFUND CREDIT BALANCE ON TAX	448.84
024532	01/04/2024 Invoice 11.12.23	000379	HOLLAND CENTRE RECREATION COMM 12/11/2023 BEN MORRIS ANNUAL GRANT	260.38
024533	01/04/2024 Invoice 0132	002779	KUEPFER, ENOS 12/15/2023 ROOF REPAIRS	655.40
024534	01/04/2024 Invoice 904818	001160	MAC DONNELL FUELS LTD 12/22/2023 PROPANE	1,292.52
024535	01/04/2024 Invoice 300512231557019 Invoice 301112231302020	000426	MINISTER OF FINANCE - POLICING 12/05/2023 POLICING CREDIT- JULY-SEPT 12/15/2023 POLICING COSTS -DEC	85,907.40 -2,255.60 88,163.00
024536	01/04/2024 Invoice 3478833	001719	OWEN SOUND HIGHWAY MAINTENANCE 12/13/2023 CONNECTING LINK WINTER MAINT	2,048.79
024537	01/04/2024 Invoice SCO94320771	002442	RICOH CANADA INC 12/28/2023 COPY USAGE	247.09
024538	01/04/2024 Invoice 29.12.23	002780	██████████ 12/29/2023 REFUND CREDIT BALANCE ON TAX	1,100.00
024539	01/04/2024 Invoice 10	002688	SHINE BRIGHT LIKE A DIAMOND 12/31/2023 FIREHALL CLEANING-DEC	141.25
024540	01/04/2024 Invoice 88725046939084 Invoice 88725046939083	002343	SPARLING'S PROPANE CO LTD(FLESHERTON) 12/23/2023 LARGE PROPANE TANK 12/23/2023 SMALL PROPANE TANK	1,125.33 786.49 338.84
024541	01/04/2024 Invoice 986 Invoice 990	002477	TRANSFORM TREE & SHRUB CARE 12/18/2023 ROADSIDE TREE WORK 12/24/2023 ROADSIDE TREE WORK	5,085.00 1,695.00 3,390.00
024542	01/04/2024 Invoice 14	001095	VARIETY PLUS 12/31/2023 CREAM&SUGAR	68.10
024543	01/04/2024 Invoice 0032024	002474	WATSON & ASSOCIATES ECONOMISTS LTD. 11/30/2023 DEVELOPMENT CHARGES STUDY	2,740.25
024544	01/09/2024	001347	AIG COMMERCIAL INSURANCE	68.30

Accounts Payable

Bank of Montreal Cheque Register By Date

12/21/2023 thru 01/22/2024

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
	Invoice JAN2024		01/05/2024 Group Insurance -JAN	68.30
024545	01/09/2024	000136	BELL CANADA	1,148.76
	Invoice 19.12.23		12/31/2023 PHONES- DEC	1,148.76
024546	01/09/2024	001830	CANADA LIFE	19,418.03
	Invoice JAN2024		01/01/2024 GROUP INSURANCE- JAN 2024	19,418.03
024547	01/09/2024	001532	CORPORATE EXPRESS CANADA INC O/A STAPLES ADVANTAGE	270.90
	Invoice 65236165		01/03/2024 OFFICE SUPPLIES	270.90
024548	01/09/2024	002751	JUTZI WATER TECHNOLOGIES	452.00
	Invoice 155547		12/22/2023 WATER SERVICE CONTRACT	452.00
024549	01/09/2024	000128	LADIES AUXILLARY BRANCH 464	1,125.00
	Invoice 777964		12/31/2023 FIRE DEPT CHRISTMAS DINNER	1,125.00
024550	01/09/2024	001160	MAC DONNELL FUELS LTD	274.54
	Invoice 905193		12/27/2023 WALTERS FALLS CC- PROPANE	274.54
024551	01/09/2024	000426	MINISTER OF FINANCE - POLICING	1,838.64
	Invoice 300301241045001		12/31/2023 BILLED WAGES-DEC 2	1,225.76
	Invoice 300301241045002		12/31/2023 BILLED WAGES- DEC 16	612.88
024552	01/09/2024	002442	RICOH CANADA INC	79.10
	Invoice SCO94329549		12/28/2023 COPIES- SULLIVAN	79.10
024553	01/09/2024	002315	TAPMO	600.00
	Invoice 2024-23		01/01/2024 TAPMO MEMBERSHIP 2024	600.00
024554	01/09/2024	002011	WASTE MANAGEMENT	5,121.79
	Invoice 0005002-0677-6		12/31/2023 WASTE DISPOSAL	5,121.79
024555	01/17/2024	001863	ALLIED MEDICAL	715.01
	Invoice 532056		01/04/2024 FIRE SUPPLIES	715.01
024556	01/17/2024	000136	BELL CANADA	14.18
	Invoice 01.01.24		01/01/2024 TOLL FREE LINE	14.18
024557	01/17/2024	002782	BROWN'S CUSTOM KITCHENS AND COUNTERTOPS	10,677.37
	Invoice 11437		09/19/2023 KITCHEN RENOVATIONS	10,677.37
024558	01/17/2024	000053	CITY OF OWEN SOUND	110.00
	Invoice 139866		01/15/2024 SCBA CYLINDER FILLS X11	110.00
024559	01/17/2024	001532	CORPORATE EXPRESS CANADA INC O/A STAPLES ADVANTAGE	50.84
	Invoice 65334780		01/12/2024 OFFICE SUPPLIES	50.84
024560	01/17/2024	002023	[REDACTED]	1,000.00
	Invoice 07.12.23		01/01/2024 ENT DEP REF 13E-2021	1,000.00
024561	01/17/2024	001160	MAC DONNELL FUELS LTD	249.37
	Invoice 906634		01/08/2024 FUEL CONDITIONER	249.37
024562	01/17/2024	002781	NEFEC	734.50
	Invoice 1511		01/02/2024 2024 CONFERENCE	734.50
024563	01/17/2024	000850	ONTARIO ASSOC POLICE SRVCS BDS - ZONE 5	250.00

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Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
	Invoice 2024		01/06/2024 2024 MEMBERSHIP-ZONE 5	250.00
024564	01/17/2024	000917	ROCKWOOD TREE FARMS LTD	12,995.00
	Invoice 1075		01/03/2024 WILLIAMS LAKE PRIVATE RDS-SNOW	12,995.00
024565	01/17/2024	000467	ROGERS WIRELESS INC.	313.04
	Invoice J08-F07		01/07/2024 CELL PHONE- J08-F07	313.04
024566	01/17/2024	002638	SWP BUSINESS SERVICES INC.	105.94
	Invoice 1662837		01/11/2024 SMART SOFTWARE DEVELOPMENT	105.94
024567	01/17/2024	002687	THE ONTARIO MUNICIPAL TAX & REVENUE ASSOCIATION	282.50
	Invoice 02547		01/01/2024 2024 OMTRA MEMBERSHIP- [REDACTED]	282.50
024568	01/17/2024	001095	VARIETY PLUS	148.84
	Invoice 20		01/12/2024 FIRE CALL #24-003- MEAL+DRINKS	148.84
Cheque Register Total -				163,148.69

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Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
024569	01/25/2024 Invoice 11505	002782	BROWN'S CUSTOM KITCHENS AND COUNTERTOPS 12/04/2023 OFFICE UPGRADES	2,797.88
024570	01/25/2024 Invoice 07.12.23 Invoice 07.12.23.	002784	[REDACTED] 12/07/2023 BLDG DEP REFUND 2017-182C 12/07/2023 BLDG REFUND 2017-001C	750.00 250.00 500.00
024571	01/25/2024 Invoice 301101241546020	000426	MINISTER OF FINANCE - POLICING 01/15/2024 POLICING COSTS - JAN	88,002.00 88,002.00
024572	01/25/2024 Invoice 27088	002783	ROBERT S. DIER AND SONS 01/17/2024 NEW CUTTING EDGE-11 CAT BACKHO	757.10 757.10
024573	01/25/2024 Invoice 230904	002632	SHORT COOLING SOLUTIONS INC 12/29/2023 WATER PUMP+2 SERVICE CALLS	3,420.73 3,420.73
024574	01/31/2024 Invoice 18.01.24	002785	[REDACTED] 01/18/2024 BLDG REFUND 69C-2017	250.00 250.00
024575	01/31/2024 Invoice 18.01.24	002786	[REDACTED] 01/18/2024 BLDG DEP REFUND 59C-2017	250.00 250.00
024576	01/31/2024 Invoice 65387473	001532	CORPORATE EXPRESS CANADA INC O/A STAPLES ADVANTAGE 01/17/2024 OFFICE SUPPLIES	118.87 118.87
024577	01/31/2024 Invoice 2024-TCFD	000230	GREY COUNTY FIRE CHIEFS ASSOCIATION 01/20/2024 Membership-2024	750.00 750.00
024578	01/31/2024 Invoice 12442	000188	GREY SAUBLE CONS. AUTHORITY 01/15/2024 SOURCE WATER RISK PROTECTION	1,700.00 1,700.00
024579	01/31/2024 Invoice 83408 Invoice 83440 Invoice 83407	001000	JOHNSON PUMPS & MOTORS INC 01/09/2024 WATER FILTERS 01/16/2024 FILTER WRENCH 01/09/2024 UV BULBS	1,909.96 259.00 10.74 1,640.22
024580	01/31/2024 Invoice 907349 Invoice 907477 Invoice 907478	001160	MAC DONNELL FUELS LTD 01/12/2024 PREOPANE KEADY 01/16/2024 DEF FOR FLEET- HOLLAND 01/16/2024 DEF FOR FLEET - SULLIVAN	2,543.35 1,282.27 630.54 630.54
024581	01/31/2024 Invoice 88725046939085 Invoice 88725046939086 Invoice 88725046970692	002343	SPARLING'S PROPANE CO LTD(FLESHERTON) 01/12/2024 PROPANE DESBORO 01/12/2024 PROPANE TANK #2 01/24/2024 Propane	2,081.38 248.50 784.07 1,048.81
024582	01/31/2024 Invoice 8766 Invoice 8768	002787	STEWART'S TOWING O/A 666654 ONTARIO INC 01/14/2024 TOW '14 W.STAR OUT OF DITCH 01/14/2024 TOW '14 W.STAR OUT OF DITCH	1,582.00 791.00 791.00
024583	01/31/2024 Invoice 1662746	002638	SWP BUSINESS SERVICES INC. 01/01/2024 WEB HOSTING	107.35 107.35
Cheque Register Total -				107,020.62

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003002	01/04/2024 Invoice 619558	002345	AGDRAIN INC 09/30/2023 REPAIR SULLIVAN#1 MUNIC. DRAIN	6,396.39
003003	01/04/2024 Invoice 248783	000371	BARNARD'S TRUCK SALES & SERVIC 12/19/2023 UPPER RAD HOSE-09 VOLVO TANDEM	195.18
003005	01/04/2024 Invoice 7728477	000461	BRANDT 12/12/2023 QUICK COUPLER-'13 JD EXCAVATOR	870.04
003006	01/04/2024 Invoice 11.12.23.	000378	CHATSWORTH AGRICULTURAL SOCIETY 12/11/2023 BEN MORRIS ANNUAL GRANT	1,041.50
003007	01/04/2024 Invoice 11.12.23	001246	CHATSWORTH SKATING CLUB 12/11/2023 BEN MORRIS ANNUAL GRANT	260.37
003008	01/04/2024 Invoice 4177515984	002124	CINTAS 12/19/2023 Office Mats	150.58
003009	01/04/2024 Invoice IVC0000000023439	000009	COUNTY OF GREY 12/19/2023 CIVIC & CORNER SIGNS	285.02
003010	01/04/2024 Invoice 89360TM Invoice 00504TM	000863	CULLIGAN WATER 12/11/2023 BOTTLED WATER 12/27/2023 BOTTLED WATER	48.44
003011	01/04/2024 Invoice 2324-39	001166	DAVIDSON RON 12/31/2023 PLANNING SERVICES-DEC	3,641.26
003012	01/04/2024 Invoice 3480105 Invoice 3485296	000449	E. C. KING CONTRACTING 12/16/2023 COLD MIX 12/22/2023 COLD PATCH	1,061.07
003013	01/04/2024 Invoice 98571	001759	EPPS 12/15/2023 FIX PRESSURE WASHERS	297.37
003014	01/04/2024 Invoice 524009	002000	GBTEL INC 12/01/2023 FIBRE INTERNET-WILLIAMSFORD	90.39
003015	01/04/2024 Invoice 130090 Invoice 130274 Invoice 130273	001790	GM BLUEPLAN ENGINEERING LIMITED 12/15/2023 DRAINAGE- SIDEROAD 1 12/20/2023 EAST KEADY MUNICIPAL DRAIN 12/20/2023 WEST KEADY MUNICIPAL DRAIN	14,522.60
003016	01/04/2024 Invoice DEC	001405	GREIG SHAWN 12/27/2023 MILEAGE-DEC	9.36
003017	01/04/2024 Invoice 37368	000014	HAROLD SUTHERLAND CONSTRUCTION LTD 12/19/2023 COLD PATCH	132.72
003018	01/04/2024 Invoice 879532	000081	HATTEN HARDWARE 12/16/2023 BATTERIES FOR KIA KEYFOB	12.42
003019	01/04/2024 Invoice 8443	001402	J & B AUTO ELECTRIC 12/13/2023 SET UP BRAKES-'14 W.STAR	141.25
003020	01/04/2024 Invoice 319670	000999	LEWIS MOTOR SALES INC. 12/15/2023 SPRING REPLACEMENT-16 INT'L	3,073.39

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003021	01/04/2024 Invoice DEC	002214	MACKAY SCOTT 12/22/2023 Mileage-DEC	136.24
003022	01/04/2024	002161	MC DOUGALL ENERGY INC	10,130.43
	Invoice 6905288		12/14/2023 REG GAS 586.1L- SULLIVAN	771.64
	Invoice 6904810		12/15/2023 REG GAS 624.4L- HOLLAND	842.53
	Invoice 6904822		12/15/2023 DYED DIESEL 1437.9L- HOLLAND	2,042.09
	Invoice 6904846		12/15/2023 CLEAR DIESEL 1338.4L- HOLLAND	2,036.89
	Invoice 6916895		12/20/2023 CLEAR DIESEL 1207.4L-SULLIVAN	1,890.75
	Invoice 6916894		12/20/2023 DYED DIESEL 1027.4L-SULLIVAN	1,504.38
	Invoice 6916892		12/20/2023 REG GAS 756.5L-SULLIVAN	1,042.15
003023	01/04/2024 Invoice DEC	001556	MC KAY, TERRY 12/31/2023 MILEAGE-DEC	45.76
003024	01/04/2024 Invoice 18.12.23.	002623	[REDACTED] 12/18/2023 OFFICE CREAM	4.99
003025	01/04/2024	001354	ONTARIO CLEAN WATER AGENCY	1,640.32
	Invoice INV00000038112		12/18/2023 AUDIT SERVICES	1,018.11
	Invoice INV00000038516		12/18/2023 EQUIPMENT REPAIRS	622.21
003026	01/04/2024 Invoice 0000414768	000202	SCOTT'S INDUSTRIAL & FARM SUPP 12/21/2023 BOLTS/FASTENERS-'11 JD GRADER	60.33
003027	01/04/2024 Invoice 27.12.23	002718	[REDACTED] 12/27/2023 MILEAGE-DEC	81.12
003028	01/04/2024 Invoice DEC	001862	THOMPSON ELIZABETH 12/27/2023 MILEAGE-DEC	46.80
003029	01/04/2024	000617	TOROMONT INDUSTRIES LTD.	708.79
	Invoice WO900969783		12/18/2023 BACKHOE MAINTENANCE PLAN	226.28
	Invoice WO900969748		12/18/2023 GRADER MAINTENANCE PLAN	482.51
003030	01/04/2024	001624	UNI-SELECT CANADA STORES INC	246.48
	Invoice 1740-250460		12/14/2023 OIL FILTERS-'13 JD EXCAVATOR	84.47
	Invoice 1740-251272		12/21/2023 HEAVY DUTY WATER HOSE	67.90
	Invoice 1740-250873		12/18/2023 FILTERS FOR FUEL TANKS	94.11
003031	01/04/2024	001486	WARK SERVICE CENTRE	2,426.49
	Invoice 6108		12/20/2023 HYDRAULIC PUMP LEAK-13 W.STAR	696.40
	Invoice 6173		12/24/2023 STEERING REPAIR- 13 W.STAR	1,730.09
003032	01/04/2024 Invoice DEC	002666	WHITTEN, PETER J. 12/27/2023 MILEAGE-DEC	20.80
003033	01/04/2024 Invoice P17925	000529	WILTON SANITATION INC 12/21/2023 PORTABLE RESTROOM RENTAL	204.53
003034	01/09/2024	001001	AMCTO	2,034.00
	Invoice 213089		01/01/2024 2024 MEMBERSHIP-[REDACTED]	508.50
	Invoice 99824		01/01/2024 2024 MEMBERSHIP-[REDACTED]	508.50
	Invoice 237440		01/01/2024 2024 MEMBERSHIP-[REDACTED]	508.50
	Invoice 230739		01/01/2024 2024 MEMBERSHIP-[REDACTED]	508.50
003035	01/09/2024 Invoice 0000180	000087	ASSOCIATION OF MUNICIPALITIES OF ONTARIO 01/01/2024 AMO MEMBERSHIP 2024	3,567.69

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003036	01/09/2024	001969	B.M.ROSS AND ASSOCIATES LTD	7,124.04
	Invoice 25860		12/28/2023 SAFETY REVIEW FOR OSIM	7,124.04
003037	01/09/2024	002531	[REDACTED]	226.00
	Invoice 27.12.23.		12/31/2023 SAFETY BOOTS	226.00
003038	01/09/2024	000440	COATES & BEST	85.29
	Invoice 0000153072		01/03/2024 OFFICE SUPPLIES	85.29
003039	01/09/2024	000009	COUNTY OF GREY	33,483.18
	Invoice DEC2023		12/31/2023 DEVELOPMENT CHARGES	33,483.18
003040	01/09/2024	000863	CULLIGAN WATER	33.90
	Invoice 4349304		01/01/2024 WATER COOLER RENTAL	33.90
003041	01/09/2024	001820	FIBERNETICS CORPORATION	520.57
	Invoice 669103		01/01/2024 Phone System-JAN	350.82
	Invoice 670535		01/01/2024 Phone System-JAN FIRE	169.75
003042	01/09/2024	001772	HASTIE BUILDING MAINTENANCE	559.35
	Invoice 024		12/31/2023 Office Cleaning- DEC	559.35
003043	01/09/2024	000081	HATTEN HARDWARE	385.15
	Invoice 880120		12/29/2023 PAINTING SUPPLIES	310.07
	Invoice 880040		12/28/2023 PAINTING SUPPLIES	23.70
	Invoice 879173		12/11/2023 SUPPLIES- DUCT TAPE / KEY	30.50
	Invoice 878939		12/06/2023 NEW PATIO STONE FOR WASTE BIN	10.72
	Invoice 878830		12/05/2023 SOLDER FOR WIRE REPAIR	10.16
003044	01/09/2024	000030	HYDRO ONE NETWORKS INC.	16,682.23
	Invoice 2023		12/31/2023 HYDRO - 200262903414	16,682.23
003045	01/09/2024	002398	KURTIS SMITH EXCAVATING INC	2,440.80
	Invoice 222210b		12/13/2023 PC#2	2,440.80
003046	01/09/2024	001399	MEPCO	166.11
	Invoice 0000776		01/01/2024 2024 MEMBERSHIP	166.11
003047	01/09/2024	000677	MUNICIPAL FINANCE OFFICERS' ASSOC.	412.45
	Invoice 2024-179		01/01/2024 MFOA MEMBERSHIP 2024	412.45
003048	01/09/2024	002754	MUNICIPAL SUPPORT SERVICES	3,091.68
	Invoice 133		12/01/2023 BY-LAW ENFORCEMENT	3,091.68
003049	01/09/2024	001159	PSD CITYWIDE INC.	10,187.62
	Invoice 20164		01/01/2024 Asset Mgmt Plan-2024	10,187.62
003050	01/09/2024	001626	REALTAX INC	2,491.65
	Invoice 93232		01/02/2024 TAX SALE- GYCH 22-19	531.10
	Invoice 93231		01/02/2024 TAX SALE- GYCH 22-18	474.60
	Invoice 93230		01/02/2024 TAX SALE- GYCH 22-17	728.85
	Invoice 93229		01/02/2024 TAX SALE- GYCH 22-15	757.10
003051	01/09/2024	001807	SAUGEEN MOBILITY AND REGIONAL TRANSIT	15,000.00
	Invoice CHA 2024-01		01/01/2024 2024 CONTRIBUTION	15,000.00
003052	01/09/2024	000202	SCOTT'S INDUSTRIAL & FARM SUPP	14.77

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Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
	Invoice 0000414918		01/02/2024 NEW CLAMPS FOR TRAFFIC COUNTER	14.77
003053	01/09/2024	002338	SOLIDCAD	169.97
	Invoice 2024		01/02/2024 BLUEBEAM REVU RENEWAL 2024	169.97
003054	01/09/2024	000617	TOROMONT INDUSTRIES LTD.	580.65
	Invoice WO900973438		12/31/2023 MTNCE PLAN- '19 CAT GRADER	454.94
	Invoice WO900973548		12/31/2023 MTNCE PLAN- '21 CAT BACKHOE	125.71
003055	01/09/2024	002107	TREV'S WELDING SERVICES	205.66
	Invoice 2745		01/02/2024 ROLLER FRAME- '19 CAT GRADER	205.66
003056	01/09/2024	001624	UNI-SELECT CANADA STORES INC	199.99
	Invoice 1740-251631		12/27/2023 WIRING- '13 JD EXCAVATOR	7.60
	Invoice 1740-251630		12/27/2023 FUEL FILTERS- '13 JD EXCAVATOR	145.27
	Invoice 1740-251710		12/28/2023 HUB OIL- '19 WESTERN STAR	47.12
003057	01/09/2024	001357	WAYNE BIRD FUELS	1,133.58
	Invoice 793877		12/29/2023 OIL FOR EQUIPMENT	1,133.58
003058	01/10/2024	000573	OMERS	29,221.70
	Invoice DEC2023		12/29/2023 Group Benefits-DEC 2023	29,221.70
003059	01/17/2024	001969	B.M.ROSS AND ASSOCIATES LTD	482.74
	Invoice 25961		12/31/2023 OUTSTANDING DEFICIENCIES	482.74
003060	01/17/2024	001937	BARCLAY WHOLESALE	56.44
	Invoice 72461		01/03/2024 OLYMPIA BLADE	56.44
003061	01/17/2024	000007	CANADIAN TIRE	67.79
	Invoice 11414435		01/08/2024 SHOP TOOLS - HOLLAND	67.79
003062	01/17/2024	000863	CULLIGAN WATER	33.22
	Invoice 07464TN		01/15/2024 BOTTLED WATER	33.22
003063	01/17/2024	000406	DARCH FIRE INC.	904.00
	Invoice CI30008664		01/04/2024 LEATHER BOOTS	904.00
003064	01/17/2024	001515	EXCEL BUSINESS SYSTEMS	20.45
	Invoice 502017		12/30/2023 Copies-DEC	20.45
003065	01/17/2024	002658	██████████	536.75
	Invoice 11.01.24		01/11/2024 AMCTO MAP UNIT 4	536.75
003066	01/17/2024	001790	GM BLUEPLAN ENGINEERING LIMITED	6,313.88
	Invoice 130531		12/31/2023 ENGINEERING - SDRD 1 DRAINAGE	1,409.68
	Invoice 130547		12/31/2023 ENGINEERING - WILLIAM ST	4,904.20
003067	01/17/2024	000014	HAROLD SUTHERLAND CONSTRUCTION LTD	620.79
	Invoice 37533		01/03/2024 COLD PATCH	620.79
003068	01/17/2024	000081	HATTEN HARDWARE	590.97
	Invoice 879642		12/19/2023 DOOR OPENER BATTERIES	25.98
	Invoice 879221		12/11/2023 GALVANIZED TROUGH	564.99
003069	01/17/2024	002117	HOMEWOOD HEALTH INC	1,017.00
	Invoice H645678		01/01/2024 Employee & Family Assistance	1,017.00

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003070	01/17/2024 Invoice 2689	001338	HUMAN RESPONSE MONITORING CENTRE 01/01/2024 QRTLY ALARM MONITORING	254.25
003071	01/17/2024 Invoice P78730 Invoice P78763 Invoice P78762	000013	HURON TRACTOR 01/15/2024 SUPPLIES- '19 JD TRACTOR 1025R 01/15/2024 SUPPLIES- '19 JD TRACTOR 1025R 01/15/2024 SUPPLIES- '19 JD TRACTOR 1025R	29.96 5.40 5.65 18.91
003072	01/17/2024 Invoice 8453 Invoice 8459	001402	J & B AUTO ELECTRIC 01/03/2024 FIX WIPER MOTOR-'13 W.STAR 01/10/2024 REPAIR AIR LEAK- '14 W.STAR	1,787.88 1,444.42 343.46
003073	01/17/2024 Invoice 01IN0019393	000039	J.D. MC ARTHUR TIRE SERVICES INC 01/10/2024 REPAIR TIRE - '07 CAT GRADER	333.35 333.35
003074	01/17/2024 Invoice 6931167 Invoice 6937968 Invoice 6938106 Invoice 6949028 Invoice 6947375 Invoice 6947376 Invoice 6947380 Invoice 6947086 Invoice 6956131 Invoice 6958481 Invoice 6956127	002161	MC DOUGALL ENERGY INC 01/02/2024 FURNACE OIL 1348.8L - HOLLAND 01/02/2024 DYED DIESEL 1292.2L - HOLLAND 01/03/2024 REG GAS 1191.0L - SULLIVAN 01/08/2024 DYED DIESEL 1807.3L- SULLIVAN 01/08/2024 DYED DIESEL 1691.2L - HOLLAND 01/08/2024 CLEAR DIESEL 1876.4L - HOLLAND 01/08/2024 REG GAS 605.5L - HOLLAND 01/08/2024 FURNACE OIL 299.1L - HOLLAND 01/12/2024 DYED DIESEL 928.9L - SULLIVAN 01/12/2024 REG GAS 708.4L - SULLIVAN 01/12/2024 CLEAR DIESEL 1936.3L- SULLIVAN	19,001.37 1,755.51 1,740.25 1,612.44 2,497.27 2,336.84 2,783.59 811.55 399.76 1,270.92 947.06 2,846.18
003075	01/17/2024 Invoice 140 Invoice 145	002754	MUNICIPAL SUPPORT SERVICES 01/01/2024 BY-LAW ENFORCEMENT 01/16/2024 BY-LAW ENFORCEMENT	6,866.68 3,549.00 3,317.68
003076	01/17/2024 Invoice 11.01.24	000228	MURRAY'S PRINT SHOP 01/11/2024 ENVELOPES/TAX BILLS/PERF. BLUE	2,412.55 2,412.55
003077	01/17/2024 Invoice 65081	000483	ONTARIO ASSOC OF FIRE CHIEFS 01/05/2024 2024 OAFB MEMBERSHIP	305.10 305.10
003078	01/17/2024 Invoice INV00000039293	001354	ONTARIO CLEAN WATER AGENCY 12/31/2023 TWO LOADS OF WATER	1,475.74 1,475.74
003079	01/17/2024 Invoice 16176	001913	ONTRACK DOOR SYSTEMS INC 01/08/2024 FIX REMOTE OPENER-OFFICE(SHOP)	135.60 135.60
003080	01/17/2024 Invoice OSINV155051	001723	OWEN SOUND POLICE SERVICE 01/01/2024 2024 FIRE PAGING- 1ST QRTR	6,549.00 6,549.00
003081	01/17/2024 Invoice 1903386 Invoice 1903398	001936	PRINCESS AUTO 01/08/2024 SHOP & EQUIPMENT SUPPLIES 01/08/2024 RECOVERY STRAPS FOR EQUIPMENT	709.32 370.34 338.98
003082	01/17/2024 Invoice 50676	001297	RANDY'S LOCK-SAFE & ALARM INC 12/07/2023 NEW LOCK KEYED ALIKE FOR GATE	81.03 81.03
003083	01/17/2024 Invoice 2023-Chats-12	001495	ROBERTS CHERYL 12/31/2023 ANIMAL CONTROL-DEC	933.48 933.48
003084	01/17/2024	000202	SCOTT'S INDUSTRIAL & FARM SUPP	239.31

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	Invoice 0000414963		01/03/2024 PLOW SUPPLIES	64.00
	Invoice 0000415208		01/10/2024 SAFETY GLOVES & GLASSES	162.31
	Invoice 0000415396		01/15/2024 SHOP SUPPLIES	13.00
003085	01/17/2024	001624	UNI-SELECT CANADA STORES INC	247.36
	Invoice 1740-252764		01/08/2024 OIL CHANGE SUPPLIES	247.36
003086	01/17/2024	001017	WASTE MANAGEMENT	22,772.14
	Invoice 0667385-0256-7		12/31/2023 WASTE COLLECTION	22,772.14
003087	01/17/2024	001357	WAYNE BIRD FUELS	1,590.12
	Invoice 795247		01/03/2024 OIL CHANGE SUPPLIES	451.55
	Invoice 796375		01/11/2024 PROPANE HEAT - SULLIVAN	1,138.57
Cheque Register Total -				254,368.73

Accounts Payable

EFT Cheque Register By Date

01/23/2024 thru 01/31/2024

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
003088	01/25/2024 Invoice 26061	001969	B.M.ROSS AND ASSOCIATES LTD 12/31/2023 SITE WORK/HYDRO STUDY-STRUCT.4	17,402.22
003089	01/25/2024 Invoice 249088	000371	BARNARD'S TRUCK SALES & SERVIC 01/15/2024 DEF AIR VENT-13 W.STAR TANDEM	86.93
003090	01/25/2024 Invoice CINV2702151	000001	BDO CANADA LLP 12/31/2023 2023 FIR PREP	5,440.95
003092	01/25/2024 Invoice 529110 Invoice 526391	002000	GBTEL INC 01/02/2024 FIBRE INTERNET-WILLIAMS FORD 01/02/2024 Wireless Internet-JAN	757.04
003093	01/25/2024 Invoice 593386	000999	LEWIS MOTOR SALES INC. 01/15/2024 WIPER ASSEMBLY-23 INT'L TANDEM	756.91
003094	01/25/2024 Invoice 6960633 Invoice 6960635	002161	MC DOUGALL ENERGY INC 01/15/2024 DYED DIESEL 2958.2L- HOLLAND 01/15/2024 CLEAR DIESEL 2112.5L- HOLLAND	7,129.67
003095	01/25/2024 Invoice 96488 Invoice 96490	001611	OWEN SOUND VAULT WORKS LTD 11/30/2023 SHILOH-OCT/NOV 12/31/2023 SHILOH - [REDACTED]	1,909.70
003096	01/25/2024 Invoice 452793578 Invoice 449596386 Invoice 449657284 Invoice 450929043 Invoice 454376189 Invoice 455199397 Invoice 454985840	000033	PUROLATOR INC 02/24/2023 Courier 12/31/2023 Courier 12/31/2023 Courier 12/31/2023 Courier 09/15/2023 Courier 12/29/2023 Courier 12/01/2023 Courier [REDACTED]	48.09
003097	01/25/2024 Invoice 6037	001486	WARK SERVICE CENTRE 12/15/2023 FIX LARGE OIL LEAK-'13 W.STAR	8,139.39
003098	01/31/2024 Invoice 0106633 Invoice 0106637	000441	ARRAN-ELDERSLIE, THE CORP OF THE MUNICIPALITY OF 12/31/2023 2023 FIRE BILLING 12/31/2023 2023 FIRE BILLING	21,072.00
003099	01/31/2024 Invoice 72908 Invoice 72906 Invoice 73054	001937	BARCLAY WHOLESALE 01/24/2024 SUPPLIES 01/24/2024 SUPPLIES 01/24/2024 SUPPLIES	986.46
003100	01/31/2024 Invoice 56029808	002227	BATTLEFIELD EQUIPMENT ONTARIO 01/22/2024 HANDLE/BRAKE TUBE-07 CAT GRADE	560.34
003101	01/31/2024 Invoice 5673865	002329	BEARCOM CANADA CORP 01/18/2024 REPAIR 2WAY RADIOS - 706/737	548.56
003102	01/31/2024 Invoice 25.01.24	002733	[REDACTED] 01/25/2024 SAFETY BOOTS	226.00
003103	01/31/2024 Invoice 11414448	000007	CANADIAN TIRE 01/25/2024 REPLACEMENT FRIDGE-SCALE HOUSE	203.39
003104	01/31/2024	002124	CINTAS CANADA LIMITED	150.58

Accounts Payable

EFT Cheque Register By Date

01/23/2024 thru 01/31/2024

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
	Invoice	4180690362.	01/18/2024 Office Mats	150.58
003105	01/31/2024	000440	COATES & BEST	123.13
	Invoice	0000153406	01/18/2024 OFFICE SUPPLIES	114.21
	Invoice	0000153431	01/19/2024 OFFICE SUPPLIES	8.92
003106	01/31/2024	000863	CULLIGAN WATER	24.22
	Invoice	19250TN	01/25/2024 BOTTLED WATER	24.22
003107	01/31/2024	001756	GB/CHATSWORTH JOINT BOARD BIODIGESTOR	8,196.00
	Invoice	0003231	12/31/2023 Monthly Contribution-DEC	8,196.00
003108	01/31/2024	000013	HURON TRACTOR	2,469.67
	Invoice	S61441	01/23/2024 BLOWER GEAR BOX-19 JD TRACTOR	2,469.67
003109	01/31/2024	002066	IRON MOUNTAIN CANADA OPERATIONS ULC	303.73
	Invoice	JCDV058	12/31/2023 Monthly Shredding	303.73
003110	01/31/2024	002003	KLAGES MATTHEW	810.22
	Invoice	2538	01/25/2024 AIR TUBE REPAIR-07 CAT GRADER	810.22
003111	01/31/2024	000537	M & L SUPPLY	1,049.32
	Invoice	020119	01/18/2024 REPLACEMENT HELMETS	1,049.32
003112	01/31/2024	000454	MARSH CANADA LIMITED	250,801.68
	Invoice	22.01.24	01/22/2024 2024 INSURANCE PREMIUM	250,801.68
003113	01/31/2024	002161	MC DOUGALL ENERGY INC	9,690.01
	Invoice	6969695	01/18/2024 DYED DIESEL 1727.0L - HOLLAND	2,396.06
	Invoice	6967377	01/17/2024 CLEAR DIESEL 2291.7L- SULLIVAN	3,360.81
	Invoice	6965768	01/17/2024 DYED DIESEL 2112.7L- SULLIVAN	2,883.44
	Invoice	6970494	01/19/2024 REG GAS 770.2L - SULLIVAN	1,049.70
003114	01/31/2024	001354	ONTARIO CLEAN WATER AGENCY	97,931.86
	Invoice	INV00000040237	01/17/2024 Ops & Maintenance-CW&WF	12,367.86
	Invoice	INV00000040389	01/29/2024 W.FALLS WELL NO.2 REHAB	85,564.00
003115	01/31/2024	000770	ONTARIO MUN ADMINISTRATORS ASSOC	702.30
	Invoice	1336	01/01/2024 2024 OMAA MEMBERSHIP	702.30
003116	01/31/2024	000033	PUROLATOR INC	61.25
	Invoice	455325265	01/19/2024 Courier [REDACTED]	5.48
	Invoice	454706604	10/27/2023 Courier	11.30
	Invoice	449772305	12/31/2023 Courier	7.91
	Invoice	452266123	12/31/2023 Courier	36.56
003117	01/31/2024	000468	RON PRINGLE ELECTRIC	554.83
	Invoice	13018	01/24/2024 PLANT ROOM HEATER REPAIR	554.83
003118	01/31/2024	002164	RUSTY MFG	1,194.89
	Invoice	11191	01/04/2023 HYDR. LINE REPAIR-21 JD GRADER	628.51
	Invoice	11243	01/18/2023 HYDRAULIC REPAIR-13 JD GRADER	407.52
	Invoice	11252	01/21/2023 HYDRAULIC REPAIR-13 JD GRADER	158.86
003119	01/31/2024	000174	SAUGEEN CONSERVATION	70,941.00
	Invoice	001862	01/25/2024 2024 COST APPORTIONING AGRMT	2,983.00
	Invoice	M1038	01/26/2024 2024 LEVY	67,958.00

Accounts Payable

EFT Cheque Register By Date

01/23/2024 thru 01/31/2024

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
003120	01/31/2024	000202	SCOTT'S INDUSTRIAL & FARM SUPP	198.96
	Invoice 0000415779		01/24/2024 SHOP+EQUIPMENT SUPPLIES	198.96
003121	01/31/2024	002053	[REDACTED]	155.00
	Invoice 31.01.24		01/25/2024 MILEAGE-PSB MEETING/ROMA CONF	155.00
003122	01/31/2024	000554	SPARLING'S PROPANE CO LTD(BLYTH)	1,485.07
	Invoice 974631		01/11/2024 Cylinder Exchange	198.01
	Invoice 974625		11/16/2023 Cylinder Exchange	198.01
	Invoice 974624		11/02/2023 Cylinder Exchange	198.01
	Invoice 974623		10/19/2023 Cylinder Exchange	297.01
	Invoice 974628		12/14/2023 Cylinder Exchange	198.01
	Invoice 974626		11/30/2023 Cylinder Exchange	198.01
	Invoice 974629		12/28/2023 Cylinder Exchange	198.01
003123	01/31/2024	001624	UNI-SELECT CANADA STORES INC	466.54
	Invoice 1740-254502		01/22/2024 PARTS - 2011 JD GRADER	380.12
	Invoice 1740-254251		01/19/2024 HEADLIGHTS- 2019 W.STAR	78.41
	Invoice 1740-255298		01/29/2024 LIC. PLATE LIGHT-20 FORD F-350	8.01
003124	01/31/2024	001357	WAYNE BIRD FUELS	1,699.14
	Invoice 797874		01/23/2024 PROPANE HEAT - SULLIVAN SHOP	1,699.14
Cheque Register Total -				514,277.05

Accounts Payable

Bank Of Montreal Pre-authorized withdrawals Cheque Register By Date

01/01/2024 thru 01/31/2024

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
000395	01/31/2024 Invoice 01.03.24	001108	BANK OF MONTREAL M/C 2461 12/31/2023 MASTERCARD-DECEMBER	1,431.45
000396	01/31/2024 Invoice 03.01.24	001108	BANK OF MONTREAL M/C 2461 01/01/2024 MASTERCARD	12,743.25
000397	01/31/2024 Invoice 12144	002364	COPPER TREE SOLUTIONS INC-(PAP) 01/02/2024 Managed IT Service-JAN	4,135.24
000398	01/31/2024 Invoice 12201	002364	COPPER TREE SOLUTIONS INC-(PAP) 12/31/2023 Managed IT Service-DEC2023	1,624.62
000399	01/31/2024 Invoice N11-D7	000479	ENBRIDGE GAS INC 12/15/2023 HEATING FUEL-N11-D7	183.36
000400	01/31/2024 Invoice N11-D7FIRE	000479	ENBRIDGE GAS INC 12/12/2023 HEATING FUEL-N11-D7FIRE	209.00
000401	01/31/2024 Invoice FTPT26/25/MEPP11/12	000006	MINISTER OF FINANCE - EMP HEALT 12/31/2023 Mnthy Remit for-FTPT26/25/MEPP	3,644.18
000402	01/31/2024 Invoice FTTP26.	000112	RECEIVER GENERAL 0001 12/31/2023 Remittance-FTTP26.	15,618.14
000403	01/31/2024 Invoice FT PP01	000112	RECEIVER GENERAL 0001 01/09/2024 Remittance - FT PP01	18,972.37
000404	01/31/2024 Invoice PTPP26/MEPP12	000212	RECEIVER GENERAL 0003 12/31/2023 Remittance- PTPP26/MEPP12	4,643.39
000405	01/31/2024 Invoice PT PP01	000212	RECEIVER GENERAL 0003 01/09/2024 Remittance - PT PP01	3,401.09
000406	01/31/2024 Invoice DEC2023	000071	WORKPLACE SAFETY & INSURANCE B 12/31/2023 REMITTANCE-DEC 2023	5,128.59
Cheque Register Total -				71,734.68

DECEMBER
2023



CHATSWORTH BY-LAW SERVICE REPORT

N. LONG

SYNOPSIS

Majority of the hours were allocated for the Tidy Yards, Zoning and Property Standard files. 3 files waiting for responses from clean-up contractors.

All paused until spring files are accounted for under the "Investigation Progress."

Recommendation: Inquiring about getting Parking ticket books

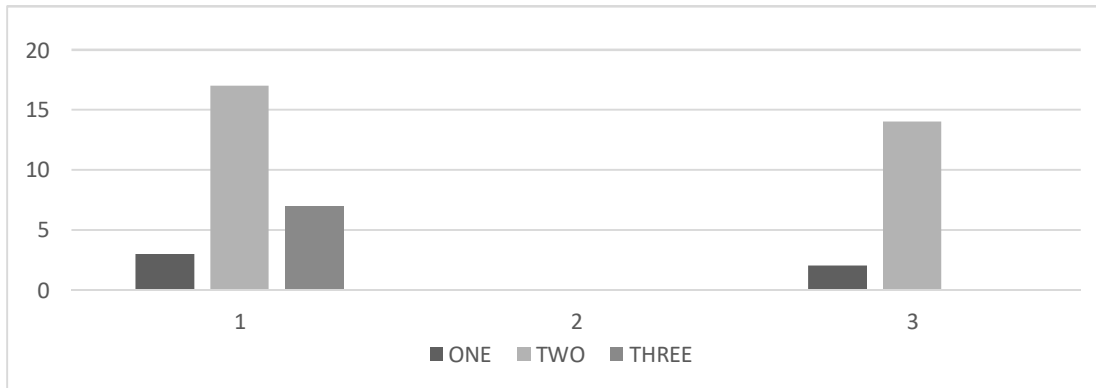
Animal Control calls are tracked/calculated under "Other"

Under the "Investigation by Types", zoning, animal control and other are all calculated together. 3 files referred to proper department.

Case Status by Area



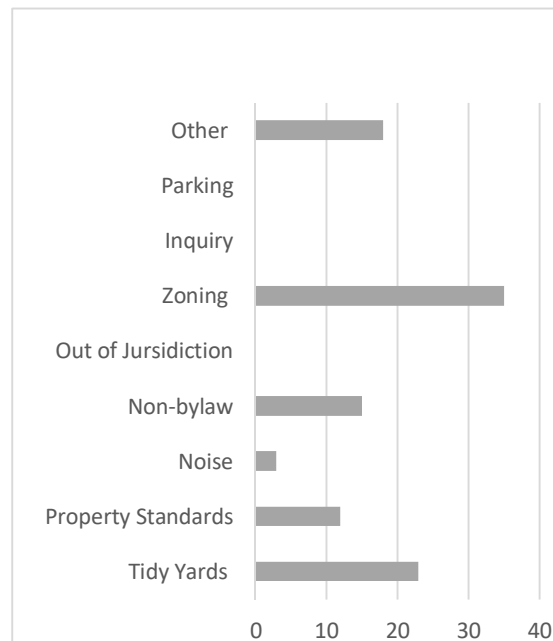
ZONE	Open	New	Closed
ONE	3	0	2
TWO	17	0	14
THREE	7	0	0
Total	27	0	16



Hours of Service by Issue



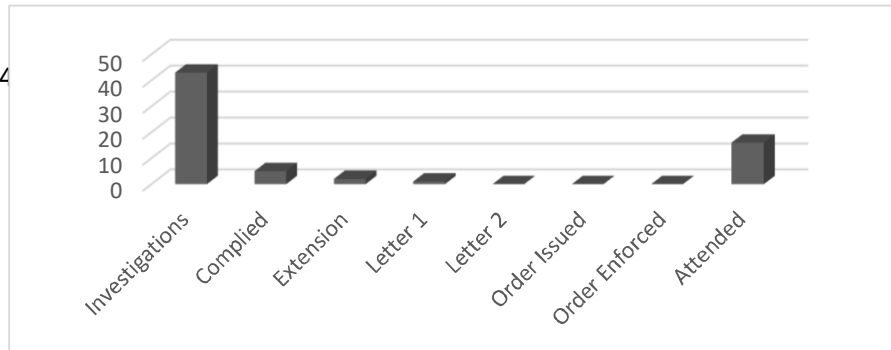
Tidy Yards	23
Property Standards	12
Noise	3
Non-bylaw	15
Out of Jursdiction	0
Zoning	35
Inquiry	0
Parking	0
Other	18
Total	106



Investigations Progress



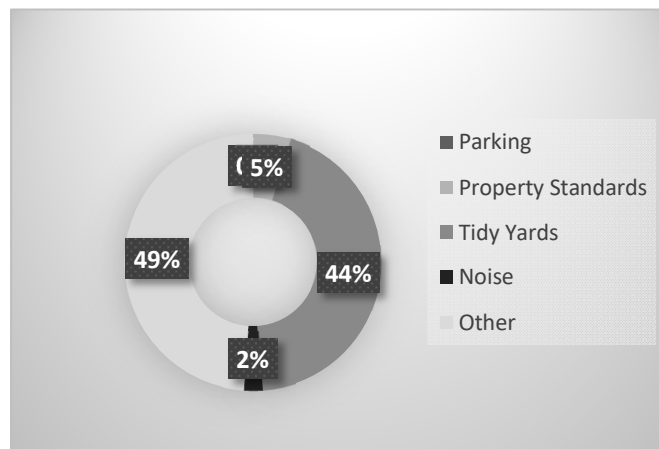
Investigations	Complied	Extension	Letter 1	Letter 2	Order Issued	Order Enforced	Attended
43	5	2	1	0	0	0	16



Investigations by Type



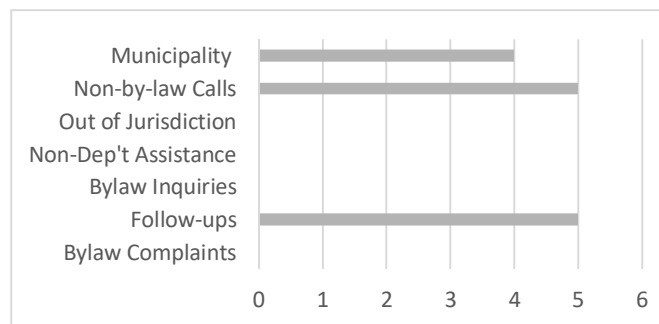
Parking	0
Property Standards	2
Tidy Yards	19
Noise	1
Other	21
Total	43



Calls Received



Bylaw Complaints	0
Follow-ups	5
Bylaw Inquiries	0
Non-Dep't Assistance	0
Out of Jurisdiction	0
Non-by-law Calls	5
Municipality	4
Total	14



SAUGEEN MOBILITY
and REGIONAL TRANSIT

GENERAL BOARD MEETING MINUTES

Friday, November 17, 2023, 9:00 a.m.

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

Board Members Present: Ed McGugan, Councillor, Huron-Kinloss, President
Warren Dickert, Deputy Mayor, Hanover, Past President
Cheryl Grace, Councillor, Saugeen Shores (via Zoom)
Doug Kennedy, Councillor, Kincardine (to 12:15 p.m., via Zoom)
Joel Loughead, Councillor, Grey Highlands (9:55 a.m. – noon, via Zoom)
Scott Mackey, Mayor, Chatsworth
Jennifer Shaw, Deputy Mayor, Arran-Elderslie
Monica Singh-Soares, Councillor, Southgate (via Zoom)
Doug Townsend, Councillor, West Grey, Vice-President

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 9:02 a.m.

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

None declared.

3. Approval of the Agenda

Motion Moved by Doug Townsend; Seconded by Monica Singh-Soares
That the agenda be accepted as circulated.

Carried

4. Delegations

There were no delegations.

5. Minutes of Previous Meeting – October 20, 2023

Motion Moved by Cheryl Grace; Seconded by Doug Kennedy

That the minutes from October 20, 2023 be amended to show that alternatives to the NOVUS system are to be presented before March 31, 2024 rather than 2023, and that the minutes be accepted as so amended.

Carried

The Manager introduced the new Accounts Receivable/Invoicing Clerk who was welcomed by the Board.

6. Business Arising from the Minutes

A. Salary Survey

The Manager presented rates for jobs comparable to the SMART driver, noting the living wage in Grey Bruce of \$22.75 and that outside of the GTA, Grey-Bruce has the highest cost of living in Ontario. He proposed changes to the current ten step salary grid for drivers which would increase rates over two years and be cost neutral since the increase would cost \$22,440 in year one and \$23,113 in year two but be covered by an increase of \$0.05 per kilometre which would generate \$27,000 in revenue based on 21,527 rides. In discussion, it was noted that the recent Manager salary grid has five steps as is common practice.

The issue of driver availability and pay arose since if a driver is not available, the vehicle is unavailable. The ability to have a flexible schedule may be an incentive for drivers to remain at SMART, and the Manager indicated that some have specific preferences driving, such as avoiding late evening and early morning, which he will address through one-on-one discussions. The average age of drivers is 60 and 62 without the youngest and average tenure is about eight years. The Manager confirmed that SMART is able to attract applicants and has resumes on file. It was suggested that funds to cover wage increase should be recovered from clients through an increase in the rate per kilometre or the minimum charge, to ensure funds for capital investment. To ensure vehicle availability, vehicles could be stored in a central location rather than at drivers' homes, although this would increase "deadhead" costs. A different rate for part-time work was raised and it was agreed that SMART can change terms and conditions of employment with appropriate notice. All drivers work part-time with no guarantee of hours since rides depend on demand. In the past, there were employment agreements which guaranteed 40 hours of work per week, but these are no longer in place. On average, there are about 160 rides denied every month for lack of a driver and a vehicle, and about 30% of rides are booked the same day, which risks a vehicle not being available. Drivers will be placed on the new salary grid and due to their tenure, most will be at the top of the range.

The Manager proposed a new salary grid for office staff who are full time non-union employees working 37.5 hours per week. The Office Manager provides work direction to the Scheduler/Dispatcher and the Accounts Receivable/Invoicing Clerk, although the Manager is responsible for performance review, hiring and termination decisions. The question of relative equity vis-à-vis drivers was discussed. The Manager is to communicate the pay changes to the staff prior to the next Board meeting.

Motion Moved by Scott Mackey; Seconded by Warren Dickert
That SMART adopt a five step salary grid for drivers effective January 1, 2024 starting at \$20.38 per hour at Step 1 and moving up to \$24.45 at Step 5.

Carried

Motion Moved by Scott Mackey; Seconded by Warren Dickert
That SMART adopt a five step salary grid for Scheduler/Dispatcher and Accounts Receivable/Invoicing Clerk effective January 1, 2024 starting at \$22.14 per hour at Step 1 and moving up to \$27.35 at Step 5.

Carried

Motion Moved by Warren Dickert; Seconded by Jen Shaw
That SMART adopt a five step salary grid for Office Administrator effective January 1, 2024 starting at \$46,392 annually at Step 1 and moving up to \$61,223 annually at step 5.

Carried

B. Dashcam Policy

The Manager reviewed the policy highlighting changes from the last meeting. He was commended on a well drafted policy and will ensure that employees are informed in advance about the cameras. The existing disciplinary policy will apply in case of violations of the policy. The Manager was directed to amend the policy to require complaints to be made in writing and to remove the Manager's email address.

Motion Moved by Jen Shaw; Seconded by Doug Townsend
That the Dashcam Policy be approved as amended.

Carried

C. New Vehicle

The Manager advised that the new vehicle does not have GPS which is not included in new vehicles. SMART drivers use an app on their SMART provided phone or tablet rather than GPS and have hands-free equipment.

D. Photocopier

Discussion turned to the \$2.00 fee and the President noted that the User Fee Policy says that rates are \$2.00 plus \$0.55 per kilometer with a minimum charge of \$7.50. It was suggested that the Board should discuss the \$2,00 fee and consider increases to cover administrative costs. Home and Community Support Services costs more than SMART, charging \$0.50 per kilometre. A comparison with HCSS is not “apples to apples” since it receives provincial funding, uses volunteer drivers and receives more in donations. SMART should be increasing donations and since the Canada Revenue Agency rate per kilometre is \$0.68, SMART has room to adjust its rate.

The President proposed a pilot project for Chatsworth which would be evaluated to decide future contribution rates. Measures for success should be set for a pilot project and other variables need to be taken into account such as operational costs, revenue, and donations.. It was noted that there has been no consultation with affected clients in Chatsworth and it is important to consider the client side. Scott Mackey said that he has been looking at the client side and wants to ensure that they continue to have the service, and if there is no decrease in Chatsworth’s contribution, there will likely be no service. He would like information from the Manager to present to Chatsworth Council the opportunity to reduce its contribution and continue to provide service and would like to report to the next SMART meeting that Chatsworth has agreed to continue in the partnership at a specific contribution level. He suggested an implementation date of April 1, 2024 for a pilot project to allow sufficient notice to clients of a rate change. The Manager was directed to draft terms for the pilot, including consideration of the number of rides.

It was agreed that nothing should be sent to the media about any user fee increase, although the Manager should have talking points in case he receives calls. A letter will be sent to Chatsworth clients about the new rates, and a statement added to the web site about the pilot project in Chatsworth.

There was discussion about the Accessibility for Ontarians with Disabilities Act (AODA) which prohibits charging more for service to those with disabilities than to other clients but applies only if there is an existing transit service.

Motion Moved by Cheryl Grace; Seconded by Doug Kennedy

That the SMART Board offer to the Township of Chatsworth the opportunity to participate in a one year pilot project beginning April 1, 2024 based on Chatsworth making a specific financial contribution to the SMART partnership with an appropriately calculated rate per kilometre for Chatsworth clients.

Carried

7. New Business

A. Fil-A-Van Charity

SMART staff proposed requesting non-perishable food items from local businesses to donate to foodbanks. It was agreed that the staff should do what is manageable in 2023.

Motion Moved by Jen Shaw; Seconded by Monica Singh-Soares

That one of Saugeen Mobility’s vehicles be used to solicit non-perishable food items for the Grey Bruce Food Share food distribution hub..

Carried

B. Explanation of the Gas Tax Funding Model

The Manager explained that the gas tax was introduced in 2004 at \$0.01 per litre to support municipal transit systems. It was raised to \$0.015 per litre in 2005 and to \$0.02 in 2006. In 2013, it was legislated at \$0.02 per litre and in 2017, the province promised to raise it to \$0.04 per litre in light of rising transit costs, although it remains at \$0.02. There are 108 public transit systems in 144 municipalities in Ontario including SMART’s 9 partners (not including Grey Highlands which has not signed an official agreement). The gas tax funds given out are based on 70% rides and 30% population over five years and industry associations are pushing for more. The total gas tax provided to SMART last year was \$748,000 and \$350 million was distributed in total.

The photocopier costs \$2,532 annually including the cost of copies. To rent over 6 years including the cost of copies would be \$15,192 and to purchase over the same time would be more than \$18,940. If SMART purchased a copier to replace its two year old machine, there would be additional costs for supplies such as toners, and a drum. Copiers typically last about 8 years and a new machine would cost \$9,000. Leasing involves no maintenance or unforeseen costs and since technology changes quickly, a purchased machine could become out of date.

Motion Moved by Warren Dickert; Seconded by Scott Mackey
That SMART continue to rent its photocopier.
Carried

E. Emergency Plans

SMART has plans with long-term care homes in Grey and Bruce including Grey Gables, Rockwood Terrace and BruceLea Haven. These facilities are required to have emergency plans and approached SMART to help in evacuations. The Manager has contacted hospitals and is waiting to hear back. There are plans in place with Lee Manor and Gateway Haven on a “grandfathered” basis. The Board discussed whether SMART should be involved in emergency plans only with facilities in its member municipalities or with any facility in Grey-Bruce including those privately owned and other types of seniors’ residences, although it would not want to refuse to help to evacuate residents in an emergency. Discussion turned to whether an agreement is required with each facility or a policy could cover the terms and conditions for assistance. It was suggested that individual plans with each facility are not required and SMART could let facilities know that they can reach out in an emergency and SMART would decide if it is in a position to help. The Manager confirmed that staff has been notified that they might be called upon to volunteer in an emergency requiring evacuation.

F. Decreased Contribution for Chatsworth Pilot Project

The Manager reviewed the following options for Chatsworth:

- A zero contribution would require a user fee of \$1.65 per kilometre compared to the \$0.55 current rate;
- A \$20,000 contribution (a 55% reduction) would result in a user fee of \$0.91 per kilometre
- A \$15,000 contribution would result in a user fee of \$1.09 per kilometre
- A \$10,000 contribution (a 77% reduction) would result in a user fee of \$1.27 per kilometre.

A municipality participating in SMART must contribute to the organization so a zero contribution is not an option. The Ministry of Transportation confirmed that a municipality can decrease its contributions since the rates are negotiated amongst the municipalities and SMART, and are not set by the Ministry. The Manager noted that reductions in user fees will result in reductions in gas tax funds and the above options do not take into account a reduction in gas tax. Scott Mackey thanked the Board for exploring options for Chatsworth and noted that if the number of rides does not change, the gas tax will not change.

The average ride in Chatsworth is 25 kilometres and at the current rate of \$7.50 plus \$0.55 per kilometer would cost \$13.75 plus an additional fee of \$2.00 that has historically been applied for a total of \$15.75. A round trip from Chatsworth to Owen Sound by taxi would cost \$50.00. The gas tax formula is 70% rides and 30% population, so a decrease in rides will impact the gas tax since ridership carries a weight of 70% in the formula. The Manager said the gas tax is not calculated for each municipality and agreed to ask the Ministry for a breakdown. The maximum amount of gas tax is 75% of the total of donations, user fees and municipal contributions. Warren Dickert raised the issue of the overall impact and the effect on ridership if every SMART municipality wanted to reduce its contribution. Some clients might still use the service rather than drive or use other options, but it would likely reduce rides, but not significantly since people will still need the service. Reducing the municipal contribution ensures that municipalities under budget pressures can stay in the partnership and still provide the service but it would only affect the gas tax if rides go down. A pilot project involving Chatsworth would allow an opportunity to determine the impact on rides and make necessary adjustments. The Manager noted that in 2022, 373,542 billed kilometers generated \$339,652.05 in user fees and municipal contributions amounted to \$694,500.

It was proposed that the SMART Board make a delegation to the Minister of Transportation at the upcoming Rural Ontario Municipal Association (ROMA) on January 21 – 23, 2024. It was suggested that contact also be made with the transportation critic for the official opposition. Delegations must be requested by November 20, 2023. Board Members Ed McGugan, Jen Shaw and Scott Mackey plan to attend ROMA.

Direction was provided to the President to request that the CAO of Huron-Kinloss make a request for a delegation by SMART at ROMA and Warren Dickert contacted the CAO and the Director of Corporate Services/Treasurer for the Town of Hanover on the same matter.

8. Correspondence

There was no correspondence.

9. Reports and Recommendations

A. Report on October 2023 Operations

The Manager presented the report, noting that October 2023 saw 2440 rides with \$37,286.40 in user fees and 36,884 billed kilometers, an increase of 15% in rides and 5% in both fees and billed kilometers over last year. It would cost \$6,000 to change the current system to generate a report for each trip by municipality. A new system to replace TripSpark, which currently costs \$22,000 per year, would cost \$24,000 to start, and \$120,000 in annual licensing fees. The Manager is working on this issue and will contact other system providers. There was discussion about other ways to track mileage and the Manager said that SMART has software to calculate distances driven, and the issue is how to calculate “deadheads” and trips for each municipality. The Manager agreed to explore the capabilities of the existing software and other ways to generate reports by municipality.

Direction was provided to the Manager to provide options with respect to the amount of the user fee at the Board’s next meeting.

Motion Moved by Scott Mackey; seconded by Doug Townsend
That the report on October 2023 operations be accepted as presented.
Carried

10. Committee Reports

There were no Committee Reports.

11. Closed Session

Motion Moved by Scott Mackey; seconded by Warren Dickert
That the Board of Directors of SMART move into Closed Session at 12.20 p.m. in order to address personal matters about an identifiable individual.

Carried

The Manager and the Recording Secretary remained for the closed session.

The Board of Directors of SMART reconvened in open session at 12:40 p.m. and the President confirmed that the Board had gone in closed session and discussed personal matters about an identifiable individual, and that no other matters were discussed.

Motion Moved by Scott Mackey; seconded by Doug Townsend
That the Manager be directed to obtain information for the Board on the requirements for meetings in a not-for-profit corporation.

Carried

12. Adjournment & Upcoming Meeting Dates

Upcoming Meeting Dates

Friday, December 22, 2023, 10:00 a.m. Regular Monthly Board Meeting, SMART Office, 603 Bruce Rd 19, Walkerton, ON

Motion Moved by Jen Shaw; Seconded by Warren Dickert
That the Board of Directors of SMART adjourn at 12:50 p.m.

Carried



Ed McGugan, President



Catherine McKay, Recording Secretary

SAUGEEN MOBILITY

and REGIONAL TRANSIT

GENERAL BOARD MEETING MINUTES

Friday, December 22, 2023, 10:00 a.m.

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

Board Members Present: Ed McGugan, Councillor, Huron-Kinloss, President
Warren Dickert, Deputy Mayor, Hanover, Past President
Diane Huber, Councillor, Saugeen Shores (for Cheryl Grace)
Kym Hutcheon, Councillor, Brockton
Doug Kennedy, Councillor, Kincardine (to 12:15 p.m., via Zoom)
Joel Loughhead, Councillor, Grey Highlands (9:55 a.m. – noon, via Zoom)
Scott Mackey, Mayor, Chatsworth
Jennifer Shaw, Deputy Mayor, Arran-Elderslie
Monica Singh-Soares, Councillor, Southgate (at 11:00 a.m., via Zoom)
Doug Townsend, Councillor, West Grey, Vice President (via Zoom)

Board Members Absent: None

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

1. Call to Order

The meeting was called to order at 10:00 a.m.

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

None declared.

3. Approval of the Agenda

Motion Moved by Jennifer Shaw; Seconded by Warren Dickert

That the agenda be amended to add item *7A 2024 Budget Update* and that the agenda be accepted as so amended.

Carried

4. Delegations

There were no delegations.

5. Minutes of Previous Meeting – November 17, 2023

Motion Moved by Scott Mackey; Seconded by Warren Dickert

That the minutes from November 17, 2023 be accepted as circulated.

Carried

6. Business Arising from the Minutes

A. Ontario Not for Profit Corporations Act (ONCA)

The Manager provided an overview of this legislation which has been in force since October 19, 2021 and the implications to SMART.

Motion Moved by Kym Hutcheon; Seconded by Jennifer Shaw

That the information on the Ontario Not for Profit Corporations Act be accepted as presented.

Carried

B. Decreased Contribution for the Pilot Project - Chatsworth

The Manager informed the Board that he sent a letter to Mayor Mackey confirming a \$15,000 contribution from Chatsworth for 2024, a rate of \$1.09 per kilometre and an \$8.00 minimum fee per trip, effective April 1, 2024.

Chatsworth clients will be informed by letter, and information about the Chatsworth rates will be added to SMART's web site. The Manager and Chatsworth's Chief Administrator Officer will discuss the details of the agreement, including an adjusted contribution for 2024. Scott Mackey expressed Chatsworth Council's appreciation for the flexibility to reduce its contribution and maintain the service in the face of financial pressures. Chatsworth will not provide notice of its intention to leave the SMART partnership for 2024.

Motion Moved by Warren Dickert; Seconded by Doug Townsend

That the Manager implement the rates for a contribution from Chatsworth of \$15,000 and send a letter to Chatsworth clients informing them of the new rate before January 1, 2024.

Carried

7. New Business

A. 2024 Budget Update

The draft budget circulated to Board members showed the Chatsworth changes effective April 1, 2024, which will result in an increase of \$8,170 in user fees is using 2022 ridership numbers. Various options for the 2024 budget were discussed including "bad debts", membership fees in the Canadian Urban Transit Association (CUTA) and the Ontario Public Transit Association (OPTA) and the fee to Hanover for managing the gas tax funds.

An increase in fees from the current \$2.00 plus \$0.55 per kilometre subject to a minimum charge of \$7.50 per ride was discussed. An increase from \$0.55 to \$1.00 would generate \$167,000 in revenue assuming no change in rides. The \$2.00 fee is historic and has been considered a basic flat rate component for a long time. An increase in the rate will likely lead to a decrease in ridership, which in turn will decrease the gas tax. SMART should be prepared for this eventuality and make up the shortfall by taking a businesslike approach and increasing in rates to ensure sustainability. It was suggested that Councils be informed about the relationship between municipal contributions and ridership, and that increased ridership will lead to increased contributions. Gearing rates to income would not be administratively feasible and discussion on various rates ensued, with the President suggesting that the Board should first consider a rate increase, and then take into account the impact on contributions. Seventy-two per cent of SMART's clients are over 65 years of age and such an increase would result in decreased rides and thus decreased gas tax. Any increase in the user fee requires three months' notice to clients. The Manager is to prepare budget scenarios based on a user rate of \$0.70 per kilometre with municipal contributions remaining at the 2023 level to maintain a reserve. He is also to calculate the anticipated reduction in rides resulting from the user fee increase.

Motion Moved by Scott Mackey; Seconded by Kym Hutcheon

That the Manager prepare a budget based on a rate of \$0.85 per kilometre.

Defeated

Motion Moved by Warren Dickert; Seconded by Scott Mackey

That the Manager prepare a budget based on a rate of \$0.70 per kilometre.

Carried

8. Correspondence

There was no correspondence.

9. Reports and Recommendations

A. Report on November 2023 Operations

The report showed 2,425 rides, 42,591 billed kilometers in November, and \$40,061.02 in user fees, an increase of 15% in rides, 18% in fees and 13% in billed kilometers compared to the same period last year. The Manager continues to work with the TripSpark database to create a deadhead report.

The Board discussed various ways to address the deadhead issue, including assigning vehicles and drivers to sections within SMART's geographical area and ensuring as many riders as possible on a trip. The Manager

noted that SMART already has measures in place to have as many riders as possible on a trip and he agreed to further explore the issue of centralizing vehicle storage. The number of non-medical rides arose and it was pointed out that the 2021 client survey showed that 75% of rides were for medical purposes and 44% for recreational purposes. (Some clients take SMART for multiple purposes.) The President noted that better data is required before considering policy changes to address the issue of deadhead costs.

Motion Moved by Scott Mackey; seconded by Warren Dickert

That the Manager be directed to present a report to the Board in the first quarter of 2024 on fleet redeployment, including the implications of reducing the fleet by 25%, and storing vehicles in central locations within SMART's geographical area.

Carried

10. Committee Reports

A. Strategic Planning Committee

Jennifer Shaw made a presentation on the Strategic Plan, reviewing the work to date, an internal analysis of strengths and weaknesses, an external analysis of opportunities and threats, a summary of feedback from staff on the plan, and demographic information. The exercise resulted in a revised vision: improving quality of life through mobility, and a revised mission: SMART provides residents of Grey Bruce member municipalities with client-centred, assisted transit. Strategic priorities and outcomes for 2023 – 2026 were identified and goals and metrics were set out for each of the outcomes. Next steps include a review of the strategic priorities and goals. Finally, the presentation reviewed the results of a client survey consisting of 76 responses which showed that more than 70% of SMART clients are 65 years of age and older, the primary reasons for travelling with SMART are to go to medical appointments, for social/recreation reasons and shopping. More than 80% of respondents were pleased overall with SMART. The strategic plan will be considered at the Board's January meeting to set priorities for 2024 and for the next three to four years. She asked that Board members email her any ideas they would like to have considered. The President thanked Jennifer Shaw for her work on the strategic plan.

11. Closed Session

There were no items for a closed session.

12. Strategic Planning Session

This item was covered in 10 A. above.

13. Adjournment & Upcoming Meeting Dates

Upcoming Meeting Dates

Friday, January 26, 2024, 10:00 a.m. Regular Monthly Board Meeting, SMART Office, 603 Bruce Rd 19, Walkerton, ON

Motion Moved by Diane Huber; Seconded by Monica Singh-Soares

That the Board of Directors of SMART adjourn at 12:45 p.m.

Carried



Ed McGugan, President



Catherine McKay, Recording Secretary



Saugeen Valley Conservation Authority

Minutes – Board of Directors Meeting

Date: Thursday November 30, 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 (virtual), Dave Myette, Mike Niesen, Sue Paterson, Moiken Penner (virtual), Jennifer Prenger, Bill Stewart, Peter Whitten

Members absent: Greg McLean

Others present: Rajan Puri, Delegate

Staff present: Matt Armstrong, Erik Downing, Nancy Griffin, Janice Hagan, Donna Lacey, Elise MacLeod, Laura Molson, Ashley Richards

1. Land Acknowledgement

The Land Acknowledgement was read by Sue Paterson

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.

The agenda for the Authority was amended to include Stewardship Business Case report (Item 7.5) and Category 2 agreements (Item 8.2)

2. Adoption of Agenda

Motion #G23-103

Moved by Steve McCabe

Seconded by Moiken Penner

THAT the agenda for the Saugeen Valley Conservation Authority meeting, November 30, 2023, be adopted as amended.

Carried

3. Declaration of Pecuniary Interest

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

4. Adoption of Minutes

4.1 Authority meeting – October 19, 2023

Motion #G23-104

Moved by Bill Stewart

Seconded by Sue Paterson

THAT the minutes of the Saugeen Valley Conservation Authority meeting, October 19, 2023, be adopted as presented.

Carried

5. Section 28 Hearing

Motion #G23-105

Moved by Paul Allen

Seconded by Tom Hutchinson

THAT this meeting of the Saugeen Valley Conservation Authority is convened as a Hearing under Section 28 (7) of the Conservation Authorities Act, R.S.O. 1990, Chapter C.27 and amendments thereto, to consider an application for a permit under the Authority's Development, Interference with Wetlands and Alterations to Shorelines and Watercourses published by the province of Ontario as Ontario Regulation 169/06, as amended.

Carried

Chair Dobreen convened the Hearing with opening remarks, identifying the applicant and the nature of the application. The procedures were noted along with the requirements of the *Canada Evidence Act*. The Board did not require staff or the applicant to testify under oath. Erik Downing, Acting General Manager/Secretary-Treasurer (GM/S-T) introduced Darren Kenny, Regulations Coordinator (Acting), and Rajan Puri, applicant.

Darren Kenny presented the staff report to the Authority and gave evidence as to why the SVCA policies did not allow for the applicant to build the house as requested in the application. The property is located in a one-zone floodplain of the Pine River with depths under Regulatory Storm conditions of 0.2 – 0.4 meters. The applicant proposes the construction of a fill pad to raise the footprint of the house above the regulatory flood elevation by approximately 0.25 metres; however, staff are concerned that this may result in creating an island surrounded by floodplain. In the event of an emergency, vehicles may not be able to proceed through flood waters, essentially causing persons to potentially be trapped on the property inciting a potential liability to the Board in permitting beyond the SVCA and provincial policies. Staff recommend that the application be denied as the square footage and footprint of the proposed residence significantly exceeds that of the existing structure and therefore the proposal does not comply with the policies under Section 4.7.1-2 of the SVCA's Environmental Planning and Regulations Policies Manual (2018).

Darren spoke to the policy requirements for the reconstruction or relocation of a building that has not been damaged or destroyed by flooding. The applicant does not meet the third requirement as the proposed size of the building exceeds the original habitable floor area and the original footprint of the previous structure, enlarging the footprint by 1,080 ft² and the total

square footage of the building by 2,330 ft². The fill pad is acceptable in as it will not negatively impact floodplain elevations on neighbouring properties.

Rajan Puri requested approval from the Authority to create a pad on the property that would be above the floodplain to allow the construction of a four-season home with reduced risk of flooding. He told the Board that when he first started the project, the guidelines received were based on the proximity to the Pine River. He noted that there is a drainage channel along the south end of the property which should direct any overflow away from the neighbouring properties and into Lake Huron, as well as a parking lot on the north side creating a separation from the neighbouring property. Mr. Puri informed the Hearing Board that a report provided by Tatham Engineering indicated any increase in peripheral water levels is negligible (less than 1cm increase) and should not pose an increased risk to neighbouring properties.

The Directors requested further information about the floodplain mapping. Darren clarified that the original SVCA floodplain mapping did not show Mr. Puri's property in the floodplain, but an updated mapping assessment confirms that the entire property is in the floodplain. The criteria for determining floodplain have not changed, but a more recent updated assessment has been done. The Board asked about insurance coverage should the property be flooded, and Mr. Puri responded that he should be able to prove from engineering reports, and the hydraulic analysis that the issues have been mitigated appropriately.

The Board calculated that the new structure is approximately 810 ft² larger than the original footprint when combining both the house and the bunkie. Staff consider the bunkie to be an accessory structure and calculate the existing building to be 1,480 ft² and the proposal would increase the footprint by 1,080 ft². Staff indicated that both the lower and upper levels determine total habitable space.

The basement is below grade, but Mr. Puri indicated it would be engineered to minimize any potential risk and the windows would be above the regulatory flood elevation. The building water table level may be shallow and will determine the height of the basement once digging commences.

There was no further questions and the Hearing Board moved to Closed Session for deliberation.

Motion #G23-106

Moved by Tom Hutchinson

Seconded by Bud Halpin

THAT the Hearing Board moves to Closed Session, In Camera for deliberation; and further

THAT Erik Downing, Matt Armstrong, Darren Kenny, and Janice Hagan remain in the meeting.

Carried

Matt Armstrong and Darren Kenny left the meeting before the start of deliberations.

Motion #G23-107

Moved by Bill Stewart

Seconded by Moiken Penner

THAT the Hearing Board adjourn the Closed Session and rise and report.

Carried

The Chair reported that the Authority deliberated the evidence provided during the open session and that no new information was disclosed during the closed session.

The Hearing Board resolved to approve Mr. Puri’s application with conditions as the newly constructed structure is protected and would be safer than the existing building, and that life and property is adequately protected.

Tom Hutchinson was not in attendance for the full Hearing and therefore was not eligible to vote on the resolution.

Motion #G23-108

Moved by Larry Allison

Seconded by Kevin Eccles

THAT the Application to Alter a Regulated Area, seeking permission to demolish an existing 1,480 square foot one-story cottage and bunkie/shed, construct a new 3,812 square foot detached 2-story house with basement and attached garage on a fill pad, septic system installation with related excavation, filling, and grading at 34 Bell Drive, Part Lot 9, Plan 2A in the Township of Huron-Kinloss, is approved with the following specific conditions:

1. The Applicant shall hire a qualified geotechnical engineer to design the fill pad to withstand the hydrostatic and hydrodynamic forces from the Regulatory Storm to prevent erosion. A copy of the design shall be provided to SVCA staff for review and approval prior to construction; and
2. The Applicant shall hire a certified Ontario Land Surveyor or qualified engineer to complete an elevation survey to verify that the as-built grades and elevations proposed in the Application have been achieved.

Amendment:

Moved by Jennifer Prenger

Seconded by Paul Allen

That a third condition be included in the approval: “The lowest exterior opening elevation be at or above the regional flood level.”

Carried

Amended Motion:

Moved by Larry Allison

Seconded by Kevin Eccles

THAT Application to Alter a Regulated Area, seeking permission to demolish an existing 1,480 square foot one-story cottage and bunkie/shed, construct a new 3,812 square foot detached 2-story house with basement and attached garage on a fill pad, septic system installation with related excavation, filling, and grading at 34 Bell Drive, Part Lot 9, Plan 2A in the Township of Huron-Kinloss, is approved with the following specific conditions:

1. The Applicant shall hire a qualified geotechnical engineer to design the fill pad to withstand the hydrostatic and hydrodynamic forces from the Regulatory Storm to prevent erosion. A copy of the design shall be provided to SVCA staff for review and approval prior to construction; and

2. The Applicant shall hire a certified Ontario Land Surveyor or qualified engineer to complete an elevation survey to verify that the as-built grades and elevations proposed in the Application have been achieved.

3. The lowest exterior opening elevation be at or above the regional flood level.

Carried

Motion #G23-109

Moved by Kevin Eccles

Seconded by Dave Myette

THAT the Hearing Board adjourn the Section 28 Hearing; and further

THAT the Board of Directors resume the regular Authority meeting.

Carried

6. Presentation: Staff Recognition

Nancy Griffin, Education Coordinator has retired after 34 years in the role. The Chair expressed her appreciation for Nancy's dedication to conservation education in the SVCA watershed. Erik Downing thanked Nancy for her legacy and noted that she has touched the lives of over 365,000 children in her career.

7. Reports for information

7.1 General Manager's report

There was no discussion.

7.2 Finance report

There was no discussion.

7.3 Violation Statistics report

There was no discussion.

7.4 Program report

There was no discussion.

7.5 Stewardship Business case

There was no discussion.

7.6 Approved Committee minutes

7.6.1 Agricultural Advisory Committee – June 6, 2023

7.6.2 Executive Committee – October 5, 2023

There was no discussion.

7.7 Correspondence

Correspondence from Corporation of the County of Prince Edward regarding support for the province to stop the Ministry of the Environment, Conservation and Parks (MECP) proposal to expand the use of the permit-by-rule to waste management systems, storm water management systems, and certain water taking activities, was noted and filed.

7.8 News report

There was no discussion.

8. Matters arising from the minutes

8.1 2024 Draft Budget Update

Motion #G23-110

Moved by Steve McCabe

Seconded by Tom Hutchinson

THAT the apportionment amount of \$2,287,471 for Category 1 operating expenses and capital costs be approved in accordance with Ontario Regulation 401/22, Section 27(4) of the *Conservation Authorities Act*.

A recorded, weighted vote was taken for the 2024 budget with the following results:

Municipality	Director	Vote
Arran-Elderslie	Moiken Penner	Yea
Brockton	Greg McLean	Absent
Chatsworth	Peter Whitten	Yea
Grey-Highlands	Paul Allen	Yea
Hanover	Sue Paterson	Yea
Howick	Mike Niesen	Nay
Huron-Kinloss	Larry Allison	Nay
Kincardine	Jennifer Prenger	Yea
Kincardine	Bill Stewart	Yea
Minto	Steve McCabe	Yea
Morris-Turnberry	Mike Niesen	Nay
Saugeen Shores	Bud Halpin	Yea
Saugeen Shores	Dave Myette	Yea
South Bruce	Mike Niesen	Nay
Southgate	Barbara Dobreen	Yea
Wellington North	Steve McCabe	Yea
West Grey	Kevin Eccles	Nay
West Grey	Tom Hutchinson	Yea

The result of the vote was 81.5% of the weighted average of those present in favour. Therefore, **Motion #G23-110 was carried.**

Motion #G23-111

Moved by Bill Stewart

Seconded by Jennifer Prenger

THAT the Saugeen Valley Conservation Authority adopt the 2024 Budget in the amount of \$5,993,275 as approved in principle at the October 2023 meeting; and further

THAT the General Manager/Secretary-Treasurer is hereby authorized to notify the member municipalities of the cost apportioning amounts owing; and further

THAT cost apportioning payments shall be due from member municipalities in two equal

instalments on March 31 and June 30, 2024, and that late payments shall be subject to the Authority's standard late payment charge of 1.50% per month thereafter.

Carried

8.2 Category 2 agreements

Ashley Richards reported that Category 2 agreements have been prepared for those affected municipalities that have indicated they want to proceed with structure maintenance agreements. Those municipalities who do not wish to proceed will be asked to sign a release form. After discussion the following motion carried:

Motion #G23-112

Moved by Paul Allen

Seconded by Jennifer Prenger

THAT the Board of Directors authorizes staff to proceed with the execution of Category 2 Agreements on behalf of the Authority.

Carried

8.3 Category 3 agreements

Ashley Richards reported that all fifteen member municipalities have resolved to sign the Category 3 agreements enabling SVCA to further the conservation, restoration, development, and management of natural resources. After discussion the following motion carried:

Motion #G23-113

Moved by Jennifer Prenger

Seconded by Sue Paterson

THAT the SVCA Board of Directors authorizes staff to proceed with execution of all fifteen Category 3 Agreements pertaining to the Water Quality Program and associated communications, on behalf of the Authority.

Carried

8.4 Violation Approach Change Update

At the October 19, 2023, SVCA Board Meeting, Amended Motion #G23-101 directed staff to outline the process by which a violation could be disputed by the accused where legal action is not being pursued by SVCA. Matt Armstrong presented the strategy for dealing with offenders in this situation.

Motion #G23-114

Moved by Tom Hutchinson

Seconded by Mike Niesen

THAT staff be directed to indicate to those accused of committing a violation where legal action will not be pursued, about the opportunity to dispute a violation to the SVCA General Manager/Secretary-Treasurer, and if not satisfied, to request a delegation to the Board of Directors.

Carried

9. New business

9.1 2024 Fee Schedule

Motion #G23-115

Moved by Steve McCabe

Seconded by Bill Stewart

THAT the Board approve the following fee schedules to take effect on January 1, 2024: -
Schedule A – Environmental Planning and Permitting Services - Schedule C – Forestry Services -
Schedule D – Corporate Services.

Carried

9.2 2024 Meeting Schedule

Staff introduced a Section 28 Hearing Schedule for 2024 to reserve times on the same day as the Authority meetings. A notification of cancellation will be sent out at least 2 weeks in advance if the date is not required for a Hearing.

Motion #G23-116

Moved by Sue Paterson

Seconded by Tom Hutchinson

THAT the 2024 SVCA Authority meeting and Section 28 Hearing schedules be adopted as presented.

Carried

9.3 Permits Issued for Endorsement.

Motion #G23-117

Moved by Larry Allison

Seconded by Moiken Penner

THAT the Development, Interference with Wetlands and Alterations to Shorelines and Watercourse applications (#23-263 to 23-287), pursuant to Ontario Regulation 169/06, as approved by staff, be endorsed.

Carried

10. Closed Session

Motion #G23-118

Moved by Steve McCabe

Seconded by Mike Niesen

THAT the Authority moves to Closed Session, In Camera to discuss matters relating to identifiable individual, and discuss contract negotiations by the Authority; and further

THAT Erik Downing, Laura Molson, Nicole Gibson, and Janice Hagan remain in the meeting as required.

Carried

Motion #G23-122

Moved by Dave Myette

Seconded by Bud Halpin

THAT the Authority 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. The following motion pertained to a Closed session discussion and carried in Open session:

Motion #G23-123

Moved by Bud Halpin

Seconded by Jennifer Prenger

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) and were directed to negotiate a year 3 Scope of Work with NWMO;

BE IT RESOLVED THAT SVCA staff are directed to enter into a Service Level Agreement to complete Year 3 of the NWMO's Environmental Media Baseline Program (EMBP) (water quality and hydrology components) from 1st January 2024 to 31st December 2024; and further

THAT staff are directed to enter into a renewed scope of work for the NWMO EMBP Year 3, and further

THAT staff are authorized to staff would then be 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

11. Adjournment

There being no further business, the meeting adjourned at 4:08 p.m. on the motion of Bill Stewart and Tom Hutchinson.

Barbara Dobreen
Chair

Janice Hagan
Recording Secretary

**GREY SAUBLE CONSERVATION AUTHORITY
MINUTES**

**Full Authority Board of Directors
Tuesday, December 19, 2023, at 1:15 p.m.**

The Grey Sauble Conservation Authority (GSCA) Board of Directors' meeting was held in a hybrid format of in-person at the Stone Tree Golf and Country Club and virtually via the meeting application, WebEx.

1. Call to Order

Chair Sue Carleton called the meeting to order at 1:18 p.m., welcomed all those present in person and virtually, and made a land acknowledgement declaration.

Directors Present In-Person: Chair Sue Carleton, Vice Chair Scott Greig, Tobin Day, Tony Bell, Scott Mackey, Robert Uhrig, Jon Farmer, Nadia Dubyk, Jennifer Shaw, Kathy Durst

Directors Present Virtually: Alex Maxwell

Regrets: None

Staff Present: CAO, Tim Lanthier; Administrative Assistant, Valerie Coleman; Manager of Financial and Human Resources Services, Alison Armstrong; Water Resources Coordinator, John Bittorf

2. Disclosure of Pecuniary Interest

The Directors were reminded to disclose any pecuniary interest that may arise during the course of the meeting. No disclosures of pecuniary interest were expressed at the time.

3. Call for Additional Agenda Items

Nothing at this time.

4. Adoption of Agenda

Motion No.:
FA-23-117

Moved By: Tony Bell
Seconded By: Jon Farmer

THAT the Grey Sauble Conservation Authority Board of Directors approve the agenda of December 19, 2023, 2023.

Carried

5. Approval of Minutes

Motion No.: FA-23-118	Moved By: Seconded By:	Scott Mackey Scott Greig
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THAT the Grey Sauble Conservation Authority Board of Directors approve the Full Authority minutes of November 22, 2023.

Carried

6. Business Out of Minutes

Nothing at this time.

7. Consent Agenda

Motion No.: FA-23-119	Moved By: Seconded By:	Kathy Durst Robert Uhrig
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THAT in consideration of the Consent Agenda Items listed on the December 19, 2023, agenda, the Grey Sauble Conservation Authority Board of Directors receives the following items: (i) Environmental Planning – Section 28 Permits and Planning – December 2023; (ii) Administration – Receipts & Expenses – October 2023; (v) Minutes – GSCA AAC Minutes October 27, 2023; (vi) Recent Media Articles

Carried

8. Business Items

i. Board Orientation

Water Resources Coordinator, John Bittorf, provided a presentation on the watershed monitoring, flood forecasting, and the warning tools and software staff use to collect and disseminate the information gathered.

With the assistance of past students and interns, GSCA has established and gathered data at over 11,000 geo-tagged sites across the watershed. Additionally, there are 35 surface water sites and 10 ground water wells, weather stations, and live cameras that are all monitored by staff. This information feeds into the department's database and is used to generate a variety of charts and reports.

Recently, GSCA acquired a video microscope that Mr. Bittorf and the staff use to live stream identification sessions and conduct training. These sessions have been very popular.

The Water Resources department uses a host of free tools and software to monitor rainfall, snowmelt, snowfall, and weather forecasting to generate and feed forecasting models. Staff's efforts to pull these resources together helps to manage the expense of providing this public service while also giving municipalities and communities as much notice as possible of potential flood events.

Members congratulated and thanked Mr. Bittorf and his staff for all of the work that they have done and continue to do in the best interest of the public and watershed communities.

ii. Administration
a. 2024 Budget

CAO, Tim Lanthier, reviewed the import of the three separate motions being voted on by the Board and explained how the weighted voting system works within the Grey Sauble watershed in relation to the budget motions.

Mr. Lanthier spoke to the 2024 Draft Budget. The budget was circulated to member municipalities as required by the CAA and Mr. Lanthier spoke to the response from member councils.

Mr. Lanthier explained that the most significant driver to the increase in levy was in wages and salaries. It was explained that, should the motion not carry, the budget would be sent back to staff and then circulated again to member municipalities.

Motion No.: FA-23-120	Moved By: Seconded By:	Jon Farmer Nadia Dubyk
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THAT the Grey Sauble Conservation Authority adopt a levy for the year 2024 of \$1,724,165.59 as required by Ontario Regulation 402/22.

Carried

Director	Yay	Nay
Alex Maxwell		X
Jon Farmer	X	
Robert Uhrig		X
Tobin Day	X	
Kathy Durst	X	
Tony Bell	X	
Nadia Dubyuk	X	
Jennifer Shaw	X	
Scott Mackey		X
Sue Carleton	X	
Scott Greig		X

Motion No.: FA-23-121	Moved By: Seconded By:	Scott Greig Scott Mackey
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WHEREAS the Conservation Authorities Act provides that an Authority shall have the power to determine the portion of total benefit afforded to each municipality in establishing the annual levy apportionment, the Grey Sauble Conservation Authority resolves as follows, subject to such regulations under the Act:

- i) That all participating municipalities be designated as benefiting for all programs and services included in the 2024 Operating Budget and the 2024 Capital Budget unless otherwise specified in the budget;**
That the appropriate Authority officials be directed to advise the participating municipalities pursuant to the Conservation Authorities Act and the regulations made thereunder; to apportion costs to the said municipalities for the amount of Municipal Levy set forth in the
-

2024 Operating Budget, to apportion costs to the said municipalities the amount of the Municipal Levy set forth in the 2024 Capital Budget and in the approved projects of the Authority, and any special levy attributable to any project which has been deemed to be of specific benefit to any particular municipality.

Carried

Motion No.:
FA-23-122

Moved By: Jennifer Shaw
Seconded By: Jon Farmer

THAT the Grey Sauble Conservation Authority adopt the budget as presented for the year 2024 in the amount of \$4,247,593.

Carried

Director	Yay	Nay
Alex Maxwell	X	
Jon Farmer	X	
Robert Uhrig	X	
Tobin Day	X	
Kathy Durst	X	
Tony Bell	X	
Nadia Dubyuk	X	
Jennifer Shaw	X	
Scott Mackey	X	
Sue Carleton	X	
Scott Greig	X	

iii. Water Management
Nothing at this time.

iv. Environmental Planning
a. Climate Resilient Coastal Communities Grant

CAO, Tim Lanthier, spoke to GSCA's grant submission to the Climate Resilient Coastal Communities grant through Natural Resources Canada (NRCan).

GSCA has proposed to join CO on a provincial project aimed at six Great Lakes pilot studies. Locally, GSCA has proposed partnering with the Nottawasaga Valley Conservation Authority, Saugeen Ojibway Nation, Neyaashiinigmiing, the lower and upper tier municipalities between Wasaga Beach and the Town of South Bruce Peninsula, and the Toronto Metropolitan University.

The goal of the \$900,000 project will be to improve climate resilience for the southern coast of Georgian Bay. The grant would provide 75% of the total cost with the lower and upper tier municipalities covering the remaining with an equal split over five years.

Mr. Lanthier explained some of the outcomes and deliverables from the project and noted that the project would benefit all of the partners.

A Member asked if a steering committee would be formed and if so, who would sit on it. Mr. Lanthier responded that a steering committee is proposed, however; the specific make up has not yet been determined and will be part of the process should the grant application be approved.

A Member asked when staff will know if the grant application has been approved. It should be known by April 1, 2024.

Motion No.: FA-23-123	Moved By: Seconded By:	Robert Uhrig Tony Bell
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THAT the Grey Sauble Conservation Authority Board of Directors receive Staff Report 046-2023 for information.

Carried

b. Planning Fee Freeze

CAO, Tim Lanthier, spoke in regard to the recently received letter from Minister Graydon Smith, Minister of Natural Resources and Forestry that extends the freeze on conservation authority permitting and planning fees that had been initiated on January 1, 2023.

Mr. Lanthier noted that staff had not included an increase in fees in the 2024 budget, however; a cost of inflation increase had been planned. The total loss of revenue to GSCA, as a result of this extension, is expected to be approximately, \$19,000.

A Member expressed disappointment in the Minister's decision but applauded staff for their foresight in bringing a motion to increase permitting and planning fees to the Board in prior to the 2023 fee freeze.

Mr. Lanthier has reached out to the Ministry staff requesting a rationale for the fee freeze extension, however; has not received a response.

There was general disappointment with the Ministry decision and discussion on how the Board should respond.

Motion No.: FA-23-124	Moved By: Seconded By:	Scott Greig Kathy Durst
---------------------------------	---	--

THAT the Grey Sauble Conservation Authority Board of Directors receive Staff Report 047-2023 for information.

Carried

A motion was put on the floor to direct staff and Board chairs to set a meeting with the relevant MPPs. The Board voted and accepted the tabling of the motion.

Motion No.: FA-23-125	Moved By: Seconded By:	Jon Farmer Scott Mackey
---------------------------------	---	--

THAT the Grey Sauble Conservation Authority Board of Directors direct Chair Carleton, Vice-Chair Greig, and CAO Tim Lanthier to set a meeting with Grey Sauble watershed MPPs to discuss the freezing of fees for 2024 and beyond.

Carried

v. **Operations**
Nothing at this time.

vi. **Conservation Lands**
Nothing at this time.

vii. **Forestry**
Nothing at this time.

viii. **Communications/Public Relations**
Nothing at this time.

ix. **Education**
Nothing at this time.

x. **GIS/IT**
Nothing at this time.

xi. **DWSP**
Nothing at this time.

9. **New Business**
Nothing at this time.

10. **CAO's Report**

The CAO, Tim Lanthier gave a brief report on activities from the past month.

It was noted that the Inglis Falls Management Plan has been given final approval from the Ministry after having received approval from the GSCA Board and the NEC. This marks GSCA's first formal management plan. Mr. Lanthier extended thanks and congratulations to Rebecca Anthony, the Manager of Conservation Lands, for all of her hard work.

Mr. Lanthier attended the Owen Sound council to discuss the 2024 draft budget.

Work continues on the GSCA Strategic Plan and on several policy documents.

A good deal of time had been dedicated to working on grants, including the climate resiliency grant.

Mr. Lanthier and Chair Carleton attended the Conservation Ontario council meeting.

11. **Chair's Report**

Chair Sue Carleton reported that she, along with CAO Lanthier, attended the CO council meeting but had nothing to report out of the meeting.

12. **Other Business**
Nothing at this time.

Member Alex Maxwell left the meeting at 3:51 p.m.

13. **Resolution to Move Into Closed**

Motion No.: FA-23-126	Moved By: Seconded By:	Nadia Dubyk Jon Farmer
---------------------------------	---	---

THAT the Grey Sauble Conservation Authority Board of Directors proceed into closed session at 3:54 pm to discuss matters related to the following:

- i. Minutes of the Closed Session of the Regular Board of Directors meeting held on November 22, 2023; and,**
- ii. CAO Performance Review – closed as it relates to personal matters about an identifiable individual including Authority directors or Authority employees (GSCA Administrative By-Law, Section 4 (xvii)(b)); and,**

AND FURTHER THAT CAO, Tim Lanthier and Administrative Assistant, Valerie Coleman, will be present, being present for item ii only.

Carried

14. **Declaration that the Board of Directors has Resumed Open Session**

Chair Carleton declared that the Directors resumed open session at 4:25 p.m.

15. **Resolution Approving the Closed Session Minutes**

Motion No.: FA-23-127	Moved By: Seconded By:	Jennifer Shaw Robert Uhrig
---------------------------------	---	---

THAT the Grey Sauble Conservation Authority Board of Directors approve the November 22, 2023, Closed Session minutes as presented in the closed session agenda.

Carried

16. **Reporting out of Closed Session**

Chair Carleton reported that the Members approved the closed session minutes of November 22, 2023, and discussed and gave direction to staff on items that were identified and nothing else.

17. **Next Full Authority Meeting**
Wednesday, January 24, 2024

18. **Adjournment**

The meeting was adjourned at 4:29 p.m.



Sue Carleton, Chair



Valerie Coleman
Administrative Assistant

RECEIVED

JAN 24 2024

ALVIN MAST
621639 SIDEROAD 7

RR4
CHESLEY ON NOB RD

JAN 19 2024

TOWNSHIP OF CHATSWORTH

ATTN MAYOR SCOTT MARKEY AND MEMBERS OF COUNCIL

PERHAPS I SHOULD OFFER A LITTLE BIT OF INPUT FOLLOWING THE MEETING AT TOWNSHIP OF CHATSWORTH JAN 17TH 2024.

Thank you FOR ALLOWING US TO ATTEND.

WHILE I DID ATTEND I HAD NO INTENTION TO REALLY ENTER INTO A DEBATE AT THE MEETING. ONE THING THOUGH THAT HAS COME TO MY MIND & I'M NOT SURE HOW MUCH IT CONCERNS YOU, IS THE ISSUE OF LIMESTONE DUST AS DISCUSSED & INFO SHARED TO YOU BY JERRY EYES AND ALSO ANY HEAVY DUST FOR THAT MATTER.

LATE IN DEC A DOCTOR'S VISIT WAS BOOKED BY ME FOR MYSELF. I HAD THE DOCTOR'S VISIT & MY DOCTOR IS CONCERNED ABOUT THE ISSUE I HAVE WITH SHORTNESS OF BREATH. TO DATE I'VE DONE TESTS, TESTING FOR COPD (FARMERS LUNG.) I HAVE NOT YET RECEIVED RESULTS OF THIS TEST TO TELL ME IS IT THAT OR SOMETHING ELSE. I CAN TELL I NEED TO INSTALL BETTER MEASURES FOR DUST CONTROL IN MY WOOD SHOP. ALONG WITH THAT ROAD DUST GETS TO BE A GROWING CONCERN, WHETHER IT BE LIMESTONE DUST OR CALCIUM-RICH, REGULAR ROAD DUST.

IF WE NEED TO DISCUSS THIS FURTHER PLEASE FEEL FREE TO CONTACT ME AT ABOVE ADDRESS BY MAIL OR IN PERSON.

SO MUCH OUT OF CONCERN

Alvin Mast

Meeting Highlights

January 25 Grey County Council Highlights



www.grey.ca/news

January 26, 2024, Grey County - Highlights of the January 25 Grey County Council and Committee of the Whole meetings are now available. Highlights of the meetings include:

- Purchasing a motel to increase access to emergency shelter
- Green development standards
- Rural Recharge regional EV charging stations
- More

January 24, 2024

Your Worship and Members of Council,

I am writing to inform you of our concerns with the [Ontario Energy Board's \(OEB\) decision on Phase 1 of the Enbridge Gas 2024 rebasing application](#), issued on December 21, 2023. The disappointing decision puts future access to natural gas in doubt and sets a deliberate course to eliminate natural gas from Ontario's energy mix. This decision is about the millions of Ontarians who rely on natural gas to keep their homes warm, and the many businesses throughout Ontario who depend on natural gas for day-to-day operation.

Our 2024 rate rebasing application was designed to provide our customers with safe and reliable natural gas at a reasonable cost, in addition to measured steps to help Ontario advance a practical transition to a sustainable energy future. Natural gas plays a critical role in Ontario's energy evolution mix while supporting the reliability of Ontario's electricity system. Natural gas meets 30 percent of Ontario's energy needs, which can not be easily or quickly replaced.

We are taking action to secure the future of natural gas in your communities. We are filing a motion in late January to review evidence with the OEB and seeking a judicial review of this decision.

Without natural gas, communities across Ontario will feel the impacts of this decision in their everyday lives – the stakes are high.

- **Energy Affordability:** Those looking to connect to natural gas will be required to pay an upfront fee, which creates a significant financial barrier to all forms of residential and commercial development. This resulting fee adds thousands of dollars to individual consumers' cost to obtain or expand gas service.
- **Economic Growth:** This decision will put economic developments in your community at risk. The decision limits the ability of future expansion projects to support regional investment to meet the ever-growing energy needs in your community and communities across Ontario. That includes greenhouses, grain dryers, industrial parks, and any new businesses or housing developments seeking access to natural gas.
- **Energy Access:** Preserving customer choice is critical. Constraining access to natural gas through a reduction in capital will significantly limit the future development of essential energy infrastructure vital to moving manufacturing, agriculture, and the consumer goods industry in Ontario.
- **Energy Security:** On an annual basis, natural gas delivers twice the energy to Ontario than electricity, and five times the maximum peak capacity of Ontario's electricity grid at a quarter of the cost. Even in the worst weather conditions, our reliable natural gas system delivers.

As local leaders across the province, your voice matters, and we encourage you to take action.

Reach out to your MPP to share your support for the government's [quick action](#) and write the OEB about the consequences of reduced access to the natural gas grid to support economic development, housing growth, energy reliability. Use your voice to acknowledge the need for natural gas and infrastructure in Ontario today and into the future while we take a measured step towards energy transition.

We ask that you reach out to your municipal advisor or find us at municipalaffairs@enbridge.com to get started.

Sincerely,



Michele Harradence
President
Enbridge Gas Inc.

January 30, 2024

Patty Sinnamon
 CAO/Clerk
 The Township of Chatsworth
 316837 Highway 6
 Chatsworth, ON N0H 1G0

RE: Participation in the 2024 Household Hazardous Waste Program

The City of Owen Sound will continue to offer the use of our Household Hazardous Waste (HHW) Program to all municipalities in Grey County, on a fee-for-service basis. Your participation provides residents of your municipality the opportunity to dispose of HHW in a safe and environmentally responsible manner.

In 2023, the details of the HHW shipments are as follows:

Material	Tonnes
Disposal of Waste Aerosols	2.29
Disposal of Waste Expanding Foam	.03
Disposal of Waste Fertilizers	.44
Disposal of Waste Fire Extinguishers Labpack	.25
Disposal of Waste Inorganic Acids	.22
Disposal of Waste Inorganic Caustic Base Labpack	.63
Disposal of Waste Inorganic Oxidizers	.42
Disposal of Waste Mercury Labpack	.01
Disposal of Waste Oil	.07
Disposal of Waste Car Batteries	.34
Disposal of Waste Organic Flammable (Pails)	2.67
Disposal of Waste Organic Flammable Labpack	8.81
Disposal of Waste Paint	.27
Disposal of Waste Paint for recycle Labpack	24.25
Disposal of Waste Pesticide Labpack	.90
Disposal of Waste Pharmaceuticals Labpack	.26
Disposal of Waste Helium	.08
Disposal of Propane Tank refill	1.16
Disposal of Waste Single Use Dry Cell Batteries	.95
Disposal of Waste Single Use Propane Labpack	.63
Disposal of Waste Traffic Paint (Pails)	1.80
Disposal of Used Oil (L)	19.02
Disposal of CFLs (per bulb)	.18
Fluorescent Tubes (per foot)	.70

Antifreeze	.58
Empty Oil Containers	1.14
Total	68.17

The loads originated as follows:

City of Owen Sound	38	%
Township of Chatsworth	11	%
Township of Georgian Bluffs	24	%
Municipality of Meaford	19	%
Municipality of Grey Highlands	8	%

Based on the participation rate, your municipality's estimated disposal tonnage is 7.49.

Please be aware that the per-vehicle fee (and additional loads exceeding 54 litres) will be increasing to \$60 from \$50 for partner municipalities in 2024, as approved by City Council on January 15, 2024. This adjustment is in response to increased costs associated with the new contract in 2023. The annual administration fee will remain at \$1,565 for 2024, plus applicable taxes.

Reimbursement payments will be redistributed to participating municipalities based on the percentage of vehicles from each municipality per event. The reimbursements will be redistributed once the City receives the full season's reimbursements from various stewardship programs.

Residential Hazardous and Special Product Waste will only be accepted on the following dates:

- Saturday, April 20, 2024
- Saturday, May 11, 2024
- Saturday, June 15, 2024
- Saturday, July 13, 2024
- Saturday, August 17, 2024
- Saturday, September 14, 2024
- Saturday, October 5, 2024
- Saturday, October 19, 2024

Prior to the first event, the City will list all participating municipalities through promotional event advertisements in the Owen Sound Sun Times. Notification of all events will be available through Media Advisories and social media posts before all events. Any additional advertising will be at the discretion and cost of the participating municipalities. Please provide residents of your municipality with thorough and accurate information about the Household Hazardous Waste program to avoid any miscommunications.

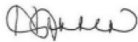
If your municipality would like to participate in our HHW Program for 2024, please complete and return three (3) original copies of the enclosed agreement by Friday, March 8, 2024 to:

City of Owen Sound
City Hall
808 2nd Avenue East
Owen Sound, Ontario N4K 2H4
Attention: Heidi Jennen, Supervisor of Environmental Services

A countersigned copy of the agreement will be returned to you once the enabling by-law has been approved by City Council.

Should you require additional information please contact me at hjennen@owensound.ca. We look forward to continuing to work with your municipality.

Regards,



Heidi Jennen, Supervisor of Environmental Services



Municipality of South Bruce

MUNICIPAL OFFICE

P.O. Box 540, 21 GORDON ST E. TEESWATER, ONTARIO N0G 2S0
Phone (519) 392-6623x229 | Fax (519) 392-6266 | Email vkennedy@southbruce.ca

January 17, 2024

Via Email

Minister of Natural Resources and Forestry
5th Floor, 99 Wellesley St.
Toronto, ON M7A 1W3
Graydon.Smith@pc.ola.org

Lisa Thompson, Huron-Bruce MPP
408 Queen Street, Box 426
Blyth, ON N0M 1H0
lisa.thompsonco@pc.ola.org

Dear Sir and Madams,

Re: Extension of Minister's Direction for Conservation Authorities Regarding Fee Changes Associated with Planning, Development and Permitting Fees

Please be advised that the Municipality of South Bruce Council met at their regular session of Council on January 9, 2024, at which time the following resolution was passed in response to correspondence received relating to the continued fee freeze:

Motion M24-15

Moved by: Nigel Van Dyk

Seconded by: Ron Schnurr

THAT Council instructs staff to write a letter to the Ministry of Natural Resources and Forestry opposing the directive mandating conservation authorities to not alter fees related to planning, development and permitting for the 2023 calendar year;

AND FURTHER THAT a copy of this letter be forwarded to the MPP.

Carried

The Municipality of South Bruce encourages the Ministry of Natural Resources and Forestry to reevaluate its recent directive directing conservation authorities not to change fees for programs and services associated with planning, development and permitting for the 2023 calendar year.

The unexpected announcement affects our local Authority's 2024 budget. The budget had already been approved at the time of the announcement, resulting in time lost to review and potentially revise their 2024 budget.

Additionally, the freeze impacts the financial planning and operation capabilities of Conservation Authorities across Ontario. The impact of rising costs has affected all sectors and it is important for Conservation Authorities to be able to achieve an appropriate level of costs recovery through their fees.

The Municipality of South Bruce is hopeful the Ministry will reconsider their directive.

Sincerely,

A handwritten signature in black ink, appearing to read 'Vivian Kennedy', with a stylized, cursive script.

Vivian Kennedy
Deputy Clerk
Municipality of South Bruce

December 15th, 2023

To All Watershed Municipalities, Councils, and CAOs,

I am writing to you as the Acting General Manager/Secretary-Treasurer of the Saugeen Valley Conservation Authority (SVCA) regarding an important development concerning conservation authority fees for the year 2024.

The Ministry of Natural Resources and Forestry issued a new directive, as detailed in their letter dated December 13th. This directive, under the authority of subsection 21.3 (1) of the Conservation Authorities Act, extends the Minister's Direction issued on December 28, 2022, which mandated that conservation authorities should not alter fees related to planning, development, and permitting for the calendar year 2023. This extended Direction, effective from January 1, 2024, to December 31, 2024, is now similarly applicable to the fees for the same programs and services as specified for the year 2023. (Ministry's letter is attached).

This directive presents a significant challenge for SVCA. The budget for 2024, approved earlier by the SVCA Board of Directors, had incorporated a portion of the recommended increases from our 2023 Fee Review. These increases were crucial and approved by the Board with the intention of moving SVCA towards achieving cost recovery through our Environmental Planning and Regulation (EPR) fees. The provincial directives that restrict SVCA's ability to generate revenue, along with the continued decrease in direct funding from the province to Conservation Authorities, pose substantial challenges and have serious implications for our operational and financial stability.

The unexpected extension of the 2023 fee structure into 2024 impacts our financial planning and operational capabilities. In response to this development, we find it necessary to revisit and potentially revise our 2024 budget. This revision aims to accommodate the constraints imposed by the new Direction while continuing to effectively manage our conservation responsibilities.

We understand the implications this might have on our collaborative efforts and relationships with your respective councils and administrations. Therefore, the SVCA intends to propose new budgetary measures in the new year, which will be shared with you for review.

I appreciate your understanding and cooperation in this matter. SVCA remains committed to working collaboratively with all watershed municipalities to ensure the sustainable management and conservation of our shared natural resources.

Please feel free to reach out should you have any questions or require further clarification regarding this issue.

Sincerely,



Erik Downing
General Manager/Secretary-Treasurer (Acting)
Saugeen Valley Conservation Authority
e.downing@svca.on.ca | 519-364-1255 ext. 241



December 13, 2023

TO: All Conservation Authorities

SUBJECT: Extension of Minister's Direction for Conservation Authorities Regarding Fee Changes Associated with Planning, Development and Permitting Fees

I am writing with regards to conservation authority fees for the 2024 year. As you are aware, a Minister's Direction ("Direction") was issued on December 28, 2022, directing conservation authorities not to change fees for programs and services associated with planning, development and permitting for the 2023 calendar year. I have provided a copy of this previous direction for your reference.

Pursuant to my authority under subsection 21.3 (1) of the *Conservation Authorities Act*, I am issuing a new Direction that extends the previous Direction for the upcoming year (attached to this letter as Attachment A). The Direction will be in effect from January 1, 2024 to December 31, 2024 and applies to fees for the same programs and services specified in the Direction that was in effect for 2023.

If you have any questions, please contact Jennifer Keyes, Director, Resources Planning and Development Policy Branch, at 705-761-4831 or jennifer.keyes@ontario.ca.

Sincerely,

A handwritten signature in black ink, appearing to read "Graydon Smith".

The Honourable Graydon Smith
Minister of Natural Resources and Forestry

c: The Honourable Paul Calandra, Minister of Municipal Affairs and Housing
The Honourable Andrea Khanjin, Minister of the Environment, Conservation and Parks

**Minister’s Direction Issued Pursuant to Section 21.3 of the *Conservation Authorities Act*
(this “Direction”)**

WHEREAS section 21.2 of the *Conservation Authorities Act* permits a Conservation Authority to charge a fee for a program or service if the program or service is included in the Minister’s list of classes of programs and services in respect of which a Conservation Authority may charge a fee;

AND WHEREAS subsections 21.2 (6) and 21.2 (7) of the *Conservation Authorities Act* provide that a Conservation Authority shall adopt a written fee policy that includes a fee schedule listing the programs and services that it provides in respect of which it charges a fee, and the amount of the fee charged for each program or service or the manner in which the fee is determined (a “**Fee Schedule**”);

AND WHEREAS subsection 21.2 (10) of the *Conservation Authorities Act* provides that a Conservation Authority may make a change to the list of fees set out in the fee schedule or to the amount of any fee or the manner in which a fee is determined, provided the authority shall give notice of the proposed change to the public in a manner it considers appropriate;

AND WHEREAS section 21.3 of the *Conservation Authorities Act* provides the Minister with the authority to give a written direction to an authority directing it not to change the amount of any fee it charges under subsection 21.2 (10), in respect of a program or service set out in the list referred to in subsection 21.2 (2), for the period specified in the direction;

NOW THEREFORE pursuant to the authority of the Minister of Natural Resources and Forestry under section 21.3, the Conservation Authorities set out under Appendix “A” of this Direction (the “**Conservation Authorities**” or each, a “**Conservation Authority**”) are hereby directed as follows:

Fee Changes Prohibition

1. Commencing on the Effective Date and for the duration of the Term of this Direction, a Conservation Authority is prohibited from making a change under subsection 21.2 (10) of the *Conservation Authorities Act* to the amount of any fee or the manner in which a fee is determined in its fee schedule if such a change would have the effect of changing the fee amount for the programs and services described in paragraphs 2 and 3 of this Direction.

Program and Service Fees Impacted

2. This Direction applies to any fee set out in the Fee Schedule of a Conservation Authority, including without limitation fees for any mandatory program or service

(Category 1), municipal program or service (Category 2), or Conservation Authority recommended program or service (Category 3) related to reviewing and commenting on planning and development related proposals, applications, or land use planning policies, or for Conservation Authority permitting.

3. For greater certainty, this Direction applies to any fees in respect of the following programs or services provided under the Mandatory Programs and Services regulation ([O. Reg. 686/21](#)):
 - a. Section 6: programs and services related to reviewing applications and proposals under the *Aggregate Resources Act*, *Drainage Act*, *Environmental Assessment Act*, and the *Niagara Escarpment Planning and Development Act*, for the purpose of commenting on the risks related to natural hazards arising from the proposal,
 - b. Section 7: programs and services related to ensuring that decisions under the *Planning Act* are consistent with the natural hazards policies in the policy statements issued under section 3 of the *Planning Act* and are in conformance with any natural hazard policies included in a provincial plan as defined in section 1 of that Act,
 - c. Section 8: programs and services related to Conservation Authority duties, functions, and responsibilities to administer and enforce section 28 and its regulations, section 28.0.1, and section 30.1 of the *Conservation Authorities Act*,
 - d. Paragraph 4 of subsection 13 (3): programs and services related to reviewing and commenting on any proposal made under another Act for the purpose of determining whether the proposal relates to a significant drinking water threat or may impact any drinking water sources protected by a source protection plan, and
 - e. Subparagraph 4 iv of section 15: programs and services related to reviewing and commenting on proposals made under other Acts for the purpose of determining the proposal's impact on the Lake Simcoe Protection Plan and the Lake Simcoe watershed.

Application

4. This Direction, applies to all Conservation Authorities in Ontario, listed in Appendix "A" to this Direction.
5. For greater certainty, this Direction also applies to the Conservation Authorities listed in Appendix "A" to this Direction when such Conservation Authorities are meeting as a source protection authority under the *Clean Water Act, 2006*.

Effective Date and Term

6. This Direction is effective from January 1, 2024 (the "**Effective Date**").

7. The term of this Direction is the period from the Effective Date to December 31, 2024 (the “**Term**”).

Amendments

8. This Direction may be amended in writing from time to time at the sole discretion of the Minister.

HIS MAJESTY THE KING IN RIGHT OF ONTARIO
as represented by the
Minister of Natural Resources and Forestry



The Honourable Graydon Smith
Minister of Natural Resources and Forestry
December 13, 2023

APPENDIX A

LIST OF CONSERVATION AUTHORITIES TO WHICH THE DIRECTION APPLIES

Ausable Bayfield CA

R.R. #3
71108 Morrison Line
Exeter ON N0M 1S5
Brian Horner
bhorner@abca.on.ca

Cataraqui Region CA

Box 160
1641 Perth Road
Glenburnie ON K0H 1S0
Katrina Furlanetto
kfurlanetto@crca.ca

Catfish Creek CA

R.R. #5
8079 Springwater Road
Aylmer ON N5H 2R4
Dusty Underhill
generalmanager@catfishcreek.ca

Central Lake Ontario CA

100 Whiting Avenue
Oshawa ON L1H 3T3
Chris Darling
cdarling@cloca.com

Credit Valley CA

1255 Old Derry Rd
Mississauga ON L5N 6R4
Quentin Hanchard
quentin.hancard@cvc.ca

Crowe Valley CA

Box 416
70 Hughes Lane
Marmora ON K0K 2M0
Tim Pidduck
tim.pidduck@crowevalley.com

Essex Region CA

Suite 311
360 Fairview Ave West
Essex ON N8M 1Y6
Tim Byrne
tbyrne@erca.org

Ganaraska Region CA

Box 328
2216 County Road 28
Port Hope ON L1A 3V8
Linda Laliberte
llaliberte@grca.on.ca

Grand River CA

Box 729
400 Clyde Road
Cambridge ON N1R 5W6
Samantha Lawson
slawson@grandriver.ca

Grey Sauble CA

R.R. #4
237897 Inglis Falls Road
Owen Sound ON N4K 5N6
Tim Lanthier
t.lanthier@greysauble.on.ca

Halton Region CA

2596 Britannia Road West
Burlington ON L7P 0G3
Hassaan Basit
hbasit@hrca.on.ca

Hamilton Region CA

P.O. Box 81067
838 Mineral Springs Road
Ancaster ON L9G 4X1
Lisa Burnside
lisa.burnside@conservationhamilton.ca

Kawartha Region CA

277 Kenrei (Park) Road
Lindsay ON K9V 4R1
Mark Majchrowski
mmajchrowski@kawarthaconservation.com

Kettle Creek CA

R.R. #8
44015 Ferguson Line
St. Thomas ON N5P 3T3
Elizabeth VanHooren
elizabeth@kettlecreekconservation.on.ca

Lake Simcoe Region CA

Box 282
120 Bayview Parkway
Newmarket ON L3Y 3W3
Rob Baldwin
r.baldwin@lsrca.on.ca

Lakehead Region CA

Box 10427
130 Conservation Road
Thunder Bay ON P7B 6T8
Tammy Cook
tammy@lakeheadca.com

Long Point Region CA

4 Elm Street
Tillsonburg ON N4G 0C4
Judy Maxwell
jmaxwell@lprca.on.ca

Lower Thames Valley CA

100 Thames Street
Chatham ON N7L 2Y8
Mark Peacock
mark.peacock@ltvca.ca

Lower Trent Region CA

R.R. #1
714 Murray Street
Trenton ON K8V 5P4
Rhonda Bateman
rhonda.bateman@lrc.on.ca

Maitland Valley CA

Box 127
1093 Marietta Street
Wroxeter ON N0G 2X0
Phil Beard
pbeard@mvca.on.ca

Mattagami Region CA

100 Lakeshore Road
Timmins ON P4N 8R5
David Vallier
david.vallier@timmins.ca

Mississippi Valley CA

10970 Highway 7
Carleton Place ON K7C 3P1
Sally McIntyre
smcintyre@mvc.on.ca

Niagara Peninsula CA

250 Thorold Road West, 3rd Floor
Welland ON L3C 3W2
Chandra Sharma
csharma@npca.ca

Nickel District CA

199 Larch St
Suite 401
Sudbury ON P3E 5P9
Carl Jorgensen
carl.jorgensen@conservationsudbury.ca

North Bay-Mattawa CA

15 Janey Avenue
North Bay ON P1C 1N1
Chitra Gowda
chitra.gowda@nbmca.ca

Nottawasaga Valley CA

8195 Line 8
Utopia ON L0M 1T0
Doug Hevenor
dhevenor@nvca.on.ca

Otonabee Region CA

250 Milroy Drive
Peterborough ON K9H 7M9
Janette Loveys Smith
jsmith@otonabeeconservation.com

Quinte CA

R.R. #2
2061 Old Highway #2
Belleville ON K8N 4Z2
Brad McNevin
bmcnevin@quinteconservation.ca

Raisin Region CA

PO Box 429
18045 County Road 2
Cornwall ON K6H 5T2
Richard Pilon
richard.pilon@rrca.on.ca

Rideau Valley CA

Box 599
3889 Rideau Valley Dr.
Manotick ON K4M 1A5
Sommer Casgrain-Robertson
sommer.casgrain-robertson@rvca.ca

Saugeen Valley CA

R.R. #1

1078 Bruce Road #12, Box #150

Formosa ON N0G 1W0

Jennifer Stephens

j.stephens@svca.on.ca**Sault Ste. Marie Region CA**

1100 Fifth Line East

Sault Ste. Marie ON P6A 6J8

Corrina Barrett

cbarrett@ssmrca.ca**South Nation River CA**

38 Victoria Street

P.O. Box 29

Finch ON K0C 1K0

Carl Bickerdike

cbickerdike@nation.on.ca**St. Clair Region CA**

205 Mill Pond Crescent

Strathroy ON N7G 3P9

Ken Phillips

kphillips@scrca.on.ca**Toronto and Region CA**

101 Exchange Avenue

Vaughan ON L4K 5R6

John MacKenzie

john.mackenzie@trca.ca**Upper Thames River CA**

1424 Clarke Road

London ON N5V 5B9

Tracey Annett

annettt@thamesriver.on.ca

February 1, 2024

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

Via Email: premier@ontario.ca

Dear Premier Ford:

Re: Social and Economic Prosperity Review

Please be advised that the Council of the Town of Hanover adopted the following resolution at their meeting of January 15, 2024 regarding the above noted matter;

Moved by COUNCILLOR KOEBEL Seconded by COUNCILLOR HOCKING

Whereas current provincial-municipal fiscal arrangements are undermining Ontario's economic prosperity and quality of life;

Whereas nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year;

Whereas municipal revenues, such as property taxes, do not grow with the economy or inflation;

Whereas unprecedented population and housing growth will require significant investments in municipal infrastructure;

Whereas municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises;

Whereas inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity;

Whereas property taxpayers – including people on fixed incomes and small businesses – can't afford to subsidize income re-distribution programs for those most in need;

Whereas the province can, and should, invest more in the prosperity of communities;

Whereas municipalities and the provincial government have a strong history of collaboration;

Therefore be it resolved that the Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario;

And further that a copy of this motion be sent to the Minister of Municipal Affairs and Housing, and to the Association of Municipalities of Ontario.

CARRIED

Should you have any questions or concerns, please do not hesitate to contact the undersigned.

Respectfully,

A handwritten signature in blue ink that reads "Tanya Patterson". The signature is written in a cursive, flowing style.

Tanya Patterson
Deputy Clerk

/tp

cc: Hon. Steve Clark, Minister of Municipal Affairs and Housing
Honourable Rick Byers, MPP Bruce-Grey-Owen Sound
Association of Municipalities of Ontario
Ontario Municipalities

TO: Mayor Mackey and Members of Council
FROM: Ron Davidson, Township Planner
RE: Zoning By-law Amendment Application Z12/2023 (Lori and Bruce Godsmark)
DATE: February 7, 2024

RECOMMENDATION:

THAT Planners Report 2024-03 be hereby received; and
FURTHER THAT Committee of the Whole recommends to Council the approval of the Zoning Bylaw Amendment Application for Part Lot 25, Concession 5, Geographic Township of Sullivan, Township of Chatsworth, Owner: Lori and Bruce Godsmark; 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' zone for the severed parcel and by reducing the minimum lot area requirement of the 'A1' zone for the retained parcel.

Council recently approved a Consent application that resulted in the severed lot having an area of 1.2 hectares and a frontage of 80 metres and the retained lot having an area of 11.8 hectares.

The Subject Lands:

The subject property is located at the southwest corner of the Sideroad 8 / Concession 6 intersection, in the former Township of Sullivan. The site's southerly boundary follows the North Saugeen River.

This 13 hectare property contains a detached dwelling and a series of accessory buildings. Approximately 40% of the site is forested.

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 nearby.

Official Plan:

The subject property is designated 'Rural' and 'Hazard Lands' 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. In the same manner, the rezoning request is now considered to also be in conformity with the 'Rural' policies.

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 recent severance was deemed to be consistent with this policy. The proposed Zoning By-law Amendment, as drafted, will be consistent with the PPS.

Zoning By-law:

The subject lands are zoned 'A1' (Rural) and 'EP' (Environmental Protection). The 'minimum lot area' and 'minimum lot frontage' requirements of the 'A1' zone are 20 hectares and 180 metres respectively. The severed parcel does not comply with the lot area and frontage requirements, and the retained parcel doesn't meet the lot area requirement. This Zoning By-law Amendment is intended to address these deficiencies.

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: None

Report Approval Details

Document Title:	Planners Report 2024-03 - Zoning By-law Amendment Application Z12 2023 (Lori and Bruce Godsmark).docx
Attachments:	
Final Approval Date:	Jan 11, 2024

This report and all of its attachments were approved and signed as outlined below:



Patty Sinnamon - Jan 11, 2024 - 3:13 PM

TO: Mayor Mackey and Members of Council
FROM: Ron Davidson, Township Planner
RE: Application for Consent B14/2023 (Bradley and Susan Moran)
DATE: February 7, 2024

RECOMMENDATION:

THAT Planning Report 2024-04 regarding Consent Application B14/2023 be hereby received; and FURTHER THAT Committee of the Whole recommend that Council approve the Consent Application B14/2023 with the conditions noted on the Decision Sheet as follows:

1. THAT a D-4 Study be prepared for the severed parcel to the satisfaction of the Township of Chatsworth to ensure that the lands are secure from potential methane gas and/or leachate mitigation from the adjacent landfill site. If deemed necessary by the Township, the recommendations of the D-4 Study will need to be implemented through a Zoning By-law Amendment.
2. THAT a holding (h1) symbol be applied to the zoning of the severed parcel through a Zoning By-law Amendment for those lands identified as 'Significant Woodland' on Appendix B of the Grey County Official Plan.
3. THAT the Ministry of Transportation (MTO) confirm that an Encroachment Permit has been issued for the removal of the Provincial Highway access to/from the severed parcel, and further that the Ministry has confirmed that the access lands have been restored to the satisfaction of the MTO.
4. 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.
5. THAT any outstanding taxes to the Township be paid.
6. THAT an entrance permit has been granted to the severed lands by the appropriate road authority; and further provide the Deputy Clerk of the Township of Chatsworth with a copy of the entrance permit.
7. 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 Deputy Clerk of the Township of Chatsworth.
8. THAT the Owner's solicitor, in preparation for the issuance of the Certificate of Consent, provide to the Deputy 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".

9. THAT the Owner's solicitor give an undertaking in writing to provide to the Deputy 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 B14/2023.

BACKGROUND:

Purpose of Application:

The purpose of this Consent application is to sever a 39.54 hectare vacant lot and to retain a 52.54 hectare lot containing an existing house and farm buildings.

The Subject Lands:

The subject property comprises of 92.08 hectares of land and has frontages along Provincial Highway 10, 10th Sideroad, Concession 2, Williams Lake Road and Lakeview Road. Included in this holding is almost the entire Countryside Drive, which is a private road.

Situated on the subject lands is a detached dwelling and farm buildings. Approximately 55 hectares are actively farmed. The remainder of the site is forested and scrublands.

The owners proposed to sever the lands located north of Countryside Drive and retain the balance of the property including the private road.

Adjacent Lands:

Lands within the immediate vicinity of the subject property are represented by a mix of agriculture, forestry, and residential parcels which are located around Williams Lake.

Grey County Official Plan:

The subject property is designated 'Agricultural', 'Rural', 'Hazard Lands' and 'Provincially Significant Wetland' on Schedule A of the Grey County Official Plan. The 'Agricultural' designation applies mostly to the retained parcel, within only about 1.0 hectares of the severed parcel falling within this land use designation.

The 'Agricultural' policies generally limit lot creation to surplus farmhouse severances and to the creation of farm lots where both the severed and retained parcels maintain an area of at least 40 hectares in size. The 'Rural' policies, on the other hand, allow for the creation of non-farm residential lots and smaller farm holdings subject to a density not exceeding four lots per original 40 hectare Crown-surveyed lot (including the retained parcel). The proposed severance will result in both the severed and retained lots exceeding 40 hectares in size, and it will not result in an increase in the original Crown-surveyed lot density.

The consent policies for the 'Agricultural' and 'Rural' designations require new lot creation to conform to the Minimum Distance Separation (MDS) formulae. In this regard, the Planning Justification Report prepared by the applicant's Planning Consultant has identified two barns that exist in proximity to the subject lands and has demonstrated that the proposed severance does comply with the MDS formulae.

As noted above, the 'Provincially Significant Wetland' designation applies to a portion of the severed parcel. The Official Plan prohibits development and site alteration within a wetland, and also prohibits the same within 120 metres of the wetland unless it can be demonstrated that this natural heritage feature or its function would not be negatively impacted. In this regard, the severed parcel is currently vacant and so some form of development (e.g. house) can be anticipated on this holding at some point in the future. When such development or site alteration

is proposed, this matter will need to be looked at closely, and the Township's Zoning By-law – which contains a provision that reflects this Official Plan policy – will ensure that happens. That notwithstanding, it is evident that development can occur somewhere on the property without impacting the wetland, given the amount of land located outside of the 120 metre buffer and the fact that the lands adjacent to the wetland are substantially disturbed and have a limited ecological connection to the wetland.

Schedule B of the Grey County Official Plan places portions of the severed and retained parcels within the 'Aggregate Resource Area'. The policies of the Official Plan do not allow for the creation on non-farm sized lots (i.e. under 20 hectares in size) in order to protect these lands for possible future aggregate extraction. Because the severed and retained parcels are over 20 hectares in size, this policy does not apply.

Appendix A of the Official Plan indicates that the subject lands are located near an 'Abandoned Landfill: D-4 Recommended to Clear Site'. Section 8.10.1(3) states:

Abandoned landfill sites have been classified into three categories based on the Historic Landfill Site Review completed by Azimuth Environmental Consulting dated March 2015. The categories and policies associated with the abandoned landfill sites are as follows:

- a) *D-4 Recommended to Clear Site – for these sites, any proposed development or site alteration within 500 metres of these abandoned landfill sites will require the completion of a D-4 study in accordance with the Ministry of the Environment, Conservation and Parks (MECP) D-4 Guidelines or its successor document. The D-4 study or its successor document will need to identify that the lands to be developed are secure from potential methane gas and/or leachate migration from the landfill site or what remedial measures or conditions are required prior to any development approval being granted. Notwithstanding the above referenced buffer, if an approved Landfill Closure Plan exists, the requirements of that plan prevail.*

In this regard, an approved Landfill Closure Plan does not exist, and therefore this matter needs to be addressed through the preparation of a D-4 study, as confirmed in the County's Comments regarding this severance proposal.

Appendix B identifies the woodland on the subject property as 'Significant Woodland'. Development and site alteration is not permitted in a woodland feature or within 120 metres unless it can be demonstrated that this feature or its function would not be negatively impacted. In this regard, the County's Ecologist has provided the following comment:

It is Grey County staffs understanding that there is no proposed development associated with this application, but there is sufficient developable area outside of the designated heritage features for future development. As such, it is Grey County Staffs opinion that the potential impact to natural heritage would be negligible through the severance process and the requirement for an Environmental Impact Study (EIS) can be waived. However, we recommend a holding provision be put on the designated heritage features to avoid negative impacts or feature removal when future development is proposed.

Township staff concur with the Ecologist's recommendation.

Based on the above, the proposed severance appears to conform to the policies of the Grey

County Official Plan provided the landfill site issue can be addressed and a holding symbol is attached to the zoning of the subject lands in order to protect the significant woodland.

Provincial Policy Statement:

The Provincial Policy Statement (PPS) strongly encourages the preservation of prime agricultural land by generally prohibiting the creation of smaller farm parcels or residential lots in areas having strong agricultural capabilities. At the same time, the PPS allows for the creation of smaller farm parcels and non-farm residential lots on rural areas that are not classified as prime agricultural land. This is implemented in the Grey County Official Plan through the consent policies and have been addressed above.

The PPS also serves to protect natural heritage features such as Provincially Significant Wetlands and Significant Woodlands as well as aggregate deposits. Such policies are also reflected in the County Official Plan and have been addressed above.

Based on the foregoing, the proposed severance can be deemed consistent with the PPS provided measures are taken to protect the significant woodland.

Zoning By-law:

The subject lands are zoned 'A1' (Rural), 'EP' (Environmental Protection), and 'W' (Wetlands) 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. The severed and retained parcels comply with these minimum standards.

Ministry of Transportation (MTO) Comment:

MTO comments include the following:

- *MTO's Access Management Policy indicates that a lot of record with highway frontage, which also has frontage on a public road, shall obtain its access connection from that public road. Since the subject property has frontage on Highway 10 and Sideroad 10, the access to Highway 10 shall be removed and access shall be taken from Sideroad 10.*
- *MTO require that the following condition be added to the consent notice of decision (condition to be cleared by MTO prior to registration of the consent):*
 - *"MTO require that an Encroachment Permit be obtained for the removal of the existing access to Highway 10 from the proposed severed parcel. The access must be physically removed and the highway property limits restored to the satisfaction of MTO." The Condition Sheet includes a condition that requires the entrance to be removed.*

MTO's comments have been incorporated into the Decision Sheet.

Discussion and Recommendation:

The proposed lot creation conforms to the Grey County Official Plan and is consistent with the Provincial Policy Statement. The application can be approved subject to the conditions 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, the Council

is advised to take such information into account when considering the application.

I trust this information will be of assistance.

Sincerely,



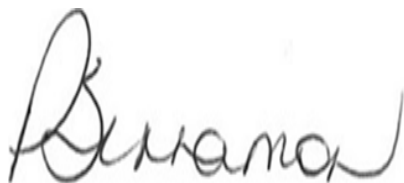
Ron Davidson, BES, RPP, MCIP

Attachments: None

Report Approval Details

Document Title:	Planning Report 2024 04 - Application for Consent B14 2023 (Bradley and Susan Moran).docx
Attachments:	
Final Approval Date:	Feb 1, 2024

This report and all of its attachments were approved and signed as outlined below:



Patty Sinnamon - Feb 1, 2024 - 2:06 PM

TO: Mayor Mackey and Members of Council
FROM: Ron Davidson, Township Planner
RE: Applications for Consent B15/2023 and B16/2023 (Aaron Martin Holdings Ltd.)
DATE: February 7, 2024

RECOMMENDATION:

THAT Planning Report 2024-05 regarding Consent Applications B15/2023 and B16/2023 be hereby received; and FURTHER THAT Committee of the Whole recommend that Council approve the Consent Applications B15/2023 and B16/2023 with the conditions noted on the Decision Sheets as follows:

1. THAT the owner enter into an agreement with the Township to implement the recommendations of the Environmental Impact Study.
2. 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.
3. THAT any outstanding taxes to the Township be paid.
4. THAT an entrance permit has been granted to the severed lot by the appropriate road authority; and further provide the Deputy Clerk of the Township of Chatsworth with a copy of the entrance permit.
5. 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 Deputy Clerk of the Township of Chatsworth.
6. THAT the Owner's solicitor, in preparation for the issuance of the Certificate of Consent, provide to the Deputy 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".
7. THAT the Owner's solicitor give an undertaking to register the transfer documents applicable to File Nos. B15/2023 and B16/2023 simultaneously.
8. THAT the Owner's solicitor give an undertaking in writing to provide to the Deputy 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 B15/2023 and B16/2023.

BACKGROUND:

Purpose of Application:

The purpose of these two Consent applications is to sever two lots comprising of 39 hectares

and 43.6 hectares and to retain a 40 hectare lot.

The Subject Lands:

The subject property is located at the southeast corner of the 60th Sideroad / Concession 2 intersection, in the former Township of Holland.

Adjacent Lands:

Lands within the immediate vicinity of the subject property are represented by a mix of agriculture, forestry, and non-farm residential parcels.

Grey County Official Plan:

The subject property is designated predominantly 'Rural' on Schedule A of the Grey County Official Plan. Two areas of 'Hazard Lands' also exist on the property.

The 'Agricultural' designation applies mostly to the retained parcel, within only about 1.0 hectares of the severed parcel falling within this land use designation.

The 'Rural' policies allow for the creation of non-farm residential lots and smaller farm holdings subject to a density not exceeding four lots per original 40 hectare Crown-surveyed lot (including the retained parcel). The proposal conforms to this density policy.

Lot creation in the countryside must comply with the Minimum Distance Separation (MDS) formulae. In this regard, an MDS Report has been conducted and there are no issues in this regard.

Schedule B of the Grey County Official Plan places portions of the severed and retained parcels within the 'Aggregate Resource Area'. The policies of the Official Plan do not allow for the creation of non-farm sized lots (i.e. under 20 hectares in size) in order to protect these lands for possible future aggregate extraction. Because the severed and retained parcels are over 20 hectares in size, this policy does not apply.

Appendix B identifies the wooded areas of the subject property as 'Significant Woodland'. Development and site alteration is not permitted in a woodland feature or within 120 metres unless it can be demonstrated that this feature or its function would not be negatively impacted. In this regard, an Environmental Impact Study (EIS) was conducted for the site. In addition to the significant woodland feature, the EIS also determined that the subject lands contained fish habitat, habitat for threatened and endangered species, significant wildlife habitat, and a locally significant wetland. The EIS identified a building envelope on each parcel where development (i.e. house, accessory buildings) could occur without negatively impacting these natural heritage features provided certain mitigation measures are followed. Those mitigation measures will be implemented through an agreement that will be registered on title.

Based on the above, the proposed severance conforms to the policies of the Grey County Official Plan provided the recommendations of the EIS are implemented through an agreement.

Provincial Policy Statement:

The Provincial Policy Statement (PPS) allows for limited lot creation in the non-prime agricultural areas.

The PPS also serves to protect natural heritage features as well as aggregate deposits. Such

policies are also reflected in the County Official Plan and have been addressed above.

Based on the foregoing, the proposed severance is consistent with the PPS.

Zoning By-law:

The subject lands are zoned mostly 'A1' (Rural), with two pockets of 'EP' (Environmental Protection).

The 'minimum lot area' and 'minimum lot frontage' requirements of the 'A1' zone are 20 hectares and 180 metres respectively. The severed and retained parcels comply with these minimum standards.

Discussion and Recommendation:

The proposed lot creation conforms to the Grey County Official Plan and is consistent with the Provincial Policy Statement. The application can be approved subject to the conditions 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, the Council is advised to take such information into account when considering the applications.

I trust this information will be of assistance.

Sincerely,



Ron Davidson, BES, RPP, MCIP

Attachments: None

Report Approval Details

Document Title:	Planners Report 2024 05 - Application for Consent B15 and B16 2023 (Aaron Martin Holdings Ltd.).docx
Attachments:	
Final Approval Date:	Feb 2, 2024

FINANCE REPORT 2024-02

TO: Mayor Mackey and Members of Council
FROM: Paul Dowber, Treasurer
RE: 2022 Year End Surplus
DATE: February 7, 2024

RECOMMENDATION:

THAT Finance Report 2024-02 being a report on the 2022 year end surplus be hereby received for information; and
FURTHER THAT Council direct staff to move the 2022 year end surplus of \$162,878 to the General Reserve; and FURTHER THAT Council direct staff to fund \$25,853 to Markdale Waste Site for shared services in 2024.

BACKGROUND:

The Township Auditor from BDO Owen Sound presented the 2022 Financial Statements at the December 19, 2023, regular meeting of Council. The presentation included the year end surplus amount of \$162,878.

This report is to move the surplus into the General Reserves for future use by the Township, including the use of \$25,853 for the Markdale Waste Site in the 2024 budget.

Link to Strategic Plan or Other Approved Plans:

Fiscal Management, Accountability and Transparency

- To ensure Chatsworth remains financially sustainable.
- Financial Accountability

Inter-departmental Impact and/or Other Departments Consulted: NA

Financial Implications:

Treasurer Reviewed

Attachments: NA

Respectfully submitted,

Paul Dowber, CPA, CGA
Treasurer

Reviewed by

Patty Sinnamon, Dipl.M.M.
CAO Clerk

Report Approval Details

Document Title:	2022 Year End Surplus.docx
Attachments:	
Final Approval Date:	Feb 1, 2024

This report and all of its attachments were approved and signed as outlined below:



Patty Sinnamon - Feb 1, 2024 - 4:02 PM

TO: Mayor Mackey and Members of Council
FROM: Matt Tanner, Parks, and Recreation Facilities Coordinator
RE: Desboro Community Centre Alternative Operations
DATE: February 7, 2024

RECOMMENDATION:

THAT Parks and Recreation Report PR2024-01 be hereby received for information.

BACKGROUND:

In 2023, staff brought forth a report to council, outlining the numerous issues that are prominent throughout the Desboro Community Centre facility and its refrigeration system. The previous report provided multiple options for the facility, one in particular was to repurpose the space as an indoor turf facility. Council instructed staff to return with a business plan, on how a successful operation of the turf facility may assist the Township of Chatsworth by retrofitting and repurposing an existing space while simultaneously returning the facility to a sought-after community feature.

Indoor turf facilities are prominent outside of Grey and Bruce County, with the closest facility located in Listowel (91km), Orangeville (96km), Barrie (114km), Guelph (125km). Indoor turf facilities can range from “dome” style facility to an industrial facility similar to an arena.

The Desboro facility would be home to a synthetic turf field that would be able to host numerous activities for all ages. If a modular option were to be chosen, all events past and present would be able to continue in their established fashion, which aids in the townships strategic plan regarding rural heritage and respecting our communities and unique traditions.

The facility would be accessible year-round with operating hours chosen that directly correlate to facility usage. Prime floor time would see similar rates to prime ice time that are already established in the Township fees and charges. An adjustment should be made to the current primetime fee structure. Staff recommend expanding the time frame to 5pm-10pm Monday-Friday, All day Saturday Sunday (6am-11pm).

Providing this recreational service should require an increased or premium price for outside users as the township would currently own the market share of this service in the Grey and Bruce area. Pricing for an allotted timeframe would be one of the single most important decisions. Staff are suggesting a discounted or lower year one entry price with successive increases year over year. This would help create and maintain a proper customer base and ensure revenue generation is continuous. Summer months could see a stagnation in revenue that is weather related.

The largest costs within the first year of turf operations would see the purchase of the synthetic surface (200,000), any potential floor patches (if required), additional heating costs/repairs (100,000), electrical costs, and staffing costs. Capital upgrades to the facility as outlined in the Building Conditional assessment while necessary, and still part of the building’s successful operation but those repair items would fall under the capital budgeting stream. The estimated repair items may cost \$961,950 over a ten-year span. If the township decides to continue the

building as-is the noted capital costs are still present regardless of building operation.

Staffing compliment would potentially increase by 2 part time staff with a rotation of all recreational staff to ensure staffing levels are maintained at all facilities, but any additions would be strictly tied to additional revenue/frequency of use. The cost for additional staff is \$53,248.

The total number of rental hours weekly are 42 which would equal to \$ 5,350 weekly revenue, The total number of monthly (6) or seasonal rentals would equate to \$128,400.

As mentioned, previous, scheduling and staffing adjustments may be required for shoulder and off peak (late spring, summer, early fall) where outside temperatures and weather conditions may dictate operations and revenue generation.

Numerous youth-based sport associations have been contacted to gauge interest with the current proposal.

Facility upgrades of this magnitude would increase grant funding eligibility due to the wide swath of the Grey-Bruce population this operational change could affect. If the facility were to pivot its operational model local business could be positively affected due to the increase in foot traffic.

This amenity may also attract new families to the area by offering an amenity no other Grey- Bruce area provides.

In the event the facility falls into a state of disrepair, or a large-scale repair required, the floor could be transferred to another facility in the interim and with minimal affect to the asset if a modular option were chosen. This avenue would maximise asset lifespan and potentially recoup any funds from its sale if deemed necessary.

With the above proposal, current recreational offerings would need to be reworked. Indoor walking would be moved from Keady CC to the Desboro CC permanently and be provided year-round. Additionally, Pickleball and its rise in popularity within certain demographics, have thrust this sport to the forefront but due to operational requirements it is not recommend being played on a turf surface. However, pickleball can be provided but in another pathway for the township and its recreational users. Pickleball would potentially operate out of the Keady Community Centre arena floor from May – September, 3 days a week, with alternating days with the Williamsford CC. This avenue would provide pickleball at multiple facilities within the township, at different times to accommodate all. Costing was introduced into the 2024 Fee's & Charges. A report to council regarding pickleball at Township facilities will be brought forth in the coming weeks.

Link to Strategic Plan or Other Approved Plans:

Economic Development

- Realizing economic development opportunities
- Raise Chatsworth's Economic Development Profile
- Promote local commercial and retail growth.
- Develop tourism potential.
- Expand local employment options

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
- Position ourselves for growth and development
- Creating a culture of innovation and best practices

Fostering Community Development

- Promote a sense of community engagement, pride and belonging
- Create a Common Identity
- Respect our unique communities and traditions

Continuous Improvement

- Fostering a forward-thinking workplace environment
- Excellence in Customer Service
- Fostering pride in the Workplace
- Maintaining Positive staff-community relations
- Establishing Partnerships with other levels of government

Quality of Life

- Provide Quality Recreation Facilities
- Develop recreational opportunities
- Meeting the needs of both current and future citizens by harmonizing community services across the municipality
- To recognize Chatsworth as a "Cultural Hub"
- Preserve rural heritage

Inter-departmental Impact and/or Other Departments Consulted:

Financial Implications:

Treasurer Reviewed

Attachments:

Respectfully submitted,

Matt Tanner,
Parks and Recreation Facilities Coordinator

Patty Sinnamon, Dipl.M.M.
CAO Clerk

Report Approval Details

Document Title:	PR Report 2024-01 Desboro CC, Alternative Use.docx
Attachments:	<ul style="list-style-type: none">- Desboro Operations PDF.pdf- Desboro Operational Hours and Staffing Compliment.pdf- Desboro Capital.pdf- Desboro Community Centre.pdf
Final Approval Date:	Feb 2, 2024

This report and all of its attachments were approved and signed as outlined below:

No Signature - Task assigned to Patty Sinnamon was completed by workflow administrator Tyler Zamostny

Patty Sinnamon - Feb 2, 2024 - 9:01 AM

No Signature - Task assigned to Patty Sinnamon was completed by workflow administrator Tyler Zamostny

Patty Sinnamon - Feb 2, 2024 - 9:02 AM

Desboro Operational Costs

Account	Last Complete Ice Seasons						Most Current			Future Estimate				
	Budgeted	2018 Actuals	Budgeted	2019 Actuals	Budgeted	2020 Actuals	Budgeted	2023 Actuals	2024 Budgeted	Maximum Revenue	Rev 1/2	Break Even		
												Rev 1/4	Rev 1/8	
Hall Revenue		\$ 485.00	\$ 500.00	\$ 2,005.00	\$ 2,000.00	\$ 190.00	\$ 5,000.00	\$ 6,372.50	\$ 7,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Arena Rentals		\$ 59,747.50	\$ 110,000.00	\$ 102,147.34	\$ 102,000.00	\$ 64,531.86	\$ 4,500.00	\$ -	\$ 2,000.00	\$ 714,740.00	\$ 357,370.00	\$ 278,200.00	\$ 178,685.00	\$ 106,730.00
Ball Diamond Rev		\$ -	\$ 1,000.00	\$ 2,095.97	\$ 2,000.00	\$ 20.00	\$ 1,500.00	\$ 2,150.00	\$ 4,635.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
Other Revenues		\$ 822.76		\$ 2,553.58	\$ 500.00	\$ 540.49		\$ 1,000.00						
Salaries		\$ 44,829.30	\$ 78,821.00	\$ 100,771.56	\$ 66,605.00	\$ 69,257.29	\$ 48,433.00	\$ 35,850.63	\$ 58,550.00	\$ 218,294.00	\$ 138,422.00	\$ 111,798.00	\$ 98,486.00	\$ 85,192.00
Payroll Costs		\$ 9,592.65	\$ -	\$ 27,005.81	\$ 26,820.00	\$ 12,514.81	\$ 14,628.00	\$ 16,067.05						
Office Supplies		\$ 49.74	\$ 2,500.00	\$ 197.19	\$ 300.00	\$ -	\$ -	\$ 174.80	\$ 200.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
Materials		\$ 1,343.10		\$ 198.32										
Ice Plant Maint		\$ 19,826.20	\$ 2,073.00	\$ 2,073.38	\$ 15,000.00	\$ 5,615.50	\$ -	\$ 274.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Hydro		\$ 12,403.69	\$ -	\$ 6,431.89	\$ -	\$ 28,255.08	\$ 10,000.00	\$ 11,350.63	\$ 10,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
Clothing Allowance		\$ -	\$ -	\$ 388.87	\$ 1,200.00	\$ 396.50	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Heat		\$ 6,697.26	\$ 55,000.00	\$ 34,302.03	\$ 41,000.00	\$ 8,290.07	\$ 10,000.00	\$ 11,445.62	\$ 11,000.00	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00
Building Maint Supplies		\$ 385.58	\$ -	\$ 22,227.95	\$ 10,000.00	\$ 8,868.48	\$ 5,000.00	\$ 6,787.95	\$ 5,150.00	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00	\$ 19,000.00
Conventions & Training		\$ -	\$ -	\$ -	\$ 2,500.00	\$ 1,120.00	\$ -	\$ -	\$ -	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Avertsiing & Promotion		\$ 20.00	\$ -	\$ -	\$ -	\$ 326.50	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Concession Supplies				\$ 2,572.51										
Meals/Mileage				\$ 1,664.71										
Equipment Maint & Supplies		\$ 5,024.42	\$ 10,000.00	\$ 5,901.80	\$ 25,200.00	\$ 4,790.60	\$ 2,500.00	\$ 1,331.00	\$ 9,000.00	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00
Equipment Rentals			\$ -	\$ -	\$ -	\$ 35,298.00	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Water		\$ 234.54												
Memberships		\$ 50.00	\$ 400.00	\$ 205.00	\$ 400.00	\$ -	\$ -	\$ -	\$ -	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00
Insurance		\$ 9,558.18	\$ 10,000.00	\$ 10,032.37	\$ 11,000.00	\$ 6,986.00	\$ 11,372.00	\$ 11,372.00	\$ 12,771.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
Mileage		\$ 12.61	\$ 200.00	\$ 98.34	\$ 1,700.00	\$ 329.19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
IT & It Suppport							\$ 2,400.00							
Telephone & Int		\$ 357.93	\$ 2,500.00	\$ 1,491.88	\$ 1,800.00	\$ 5,413.12	\$ 1,500.00	\$ 3,876.74	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Total Expenses		\$ 110,385.20		\$ 215,563.61		\$ 187,461.14		\$ 98,530.92	\$ 111,671.00	\$ 374,594.00	\$ 294,722.00	\$ 268,098.00	\$ 254,786.00	\$ 241,492.00
Total Revenue		\$ 61,055.26		\$ 108,801.89		\$ 65,282.35		\$ 9,522.50	\$ 14,135.00	\$ 719,240.00	\$ 361,870.00	\$ 282,700.00	\$ 183,185.00	\$ 111,230.00
Net		-\$ 49,329.94		-\$ 106,761.72		-\$ 122,178.79		-\$ 89,008.42	-\$ 97,536.00	\$ 344,646.00	\$ 67,148.00	\$ 14,602.00	\$ 71,601.00	-\$ 130,262.00
										6 PT @ 20.00ph/20hWk	3 PT @ 20.00ph/20hWk	2 PT @ 20.00ph/20hWk	1.5pt @ 20.00ph/20hWk	1pt @ 20.00ph/20hWk
										159,744	79,872	53,248	39,936	26,642

OPERATIONAL HOURS & REVENUE BREAKDOWN						
	Hourly	Hours Open	Weekly	Rate	Daily Rev	Weekly
M-F	6am-5pm	11	55	87.00 ph	\$ 957.00	\$ 4,785.00
	5pm-11pm	6	30	140.00 ph	\$ 840.00	\$ 4,200.00
S&S	6am-11pm	17	34	140.00ph	\$ 2,380.00	\$ 4,760.00
		34	119			\$ 13,745.00
						\$ 714,740.00
M-F	11:30-5pm	5.5	27.5	87.00 ph	\$ 478.50	\$ 2,392.50
	5pm-8pm	3	15	140.00 ph	\$ 420.00	\$ 2,100.00
S&S	9am-5:30pm	8.5	17	140.00ph	\$ 1,190.00	\$ 2,380.00
		17	59.5			\$ 6,872.50
						\$ 357,370.00
M-F	11:30-5pm	2.75	13.75	87.00 ph	\$ 239.25	\$ 1,196.25
	5pm-8pm	1.5	7.5	140.00 ph	\$ 210.00	\$ 1,050.00
S&S	9am-5:30pm	4.25	8.5	140.00ph	\$ 595.00	\$ 1,190.00
		8.5	29.75			\$ 3,436.25
						\$ 178,685.00
M-F	11:30-5pm	1.5	7.5	87.00 ph	\$ 130.50	\$ 652.50
	5pm-8pm	1	5	140.00 ph	\$ 140.00	\$ 700.00
S&S	9am-5:30pm	2.5	5	140.00ph	\$ 350.00	\$ 700.00
		5	17.5			\$ 2,052.50
						\$ 106,730.00
M-F	10am-12pm	2	10	87.00 ph	\$ 174.00	\$ 870.00
	5:30pm-9:30pm	4	20	140.00 ph	\$ 560.00	\$ 2,800.00
S&S	9:30a-4:30pm	6	12	140.00ph	\$ 840.00	\$ 1,680.00
		12	42			\$ 5,350.00
						\$ 278,200.00

Capital Upgrades

2024/2025		\$	350,000.00	Electrical/Zamboni Room & Floor Patch
		\$	20,000.00	Decommission of Plant
		\$	200,000.00	Modular Turf Purchase
	9% Total	\$	570,000.00	
Under 5 Years				
	Architectural	\$	128,500.00	Kitchen & Windows
	Structural	\$	34,000.00	Lateal bracing of roof structure
	Mechanical	\$	257,500.00	HVAC Replacement
	Electrical	\$	114,850.00	Main Distrubution, Arena Lighting
	9% Total	\$	534,850.00	
Under 10 Years				
	Architectural	\$	20,000.00	
	Structural	\$	-	
	Mechanical	\$	25,500.00	
	Electrical	\$	31,600.00	
	Total	\$	77,100.00	
Totals				
	BCA	\$	961,950.00	
	Floor	\$	200,000.00	
	Decomission	\$	20,000.00	
	FINAL TOTAL	\$	1,181,950.00	



DESBORO COMMUNITY CENTRE

“Working to meet the needs of our residents through strong leadership, public engagement, fiscal accountability and a proactive community strategy.”



TOWNSHIP OF
Chatsworth

Neighbours by Nature

BACKGROUND

November 2018 – Building Condition Assessment

May 2019 – Kent Kore Refrigeration Report

December 2020 – Council agrees to halt ice operations due to prolonged COVID-19 shut down

September 2021 – Public Works Report 2021-18 stated required repairs under BCA

January 2023 – Short Cooling Solutions provided up to date estimates on asset replacement



PREVIOUS ESTIMATES

Original Kent Kore Refrigeration Report was completed in 2019 and is now 4 years old.

Since the original refrigeration report was completed assets that went unreplaced or repaired have only continued deteriorating

Building Condition Assessment was completed in November 2018, and is 5 years old

All costing estimates were done in 2018-dollar figures



CURRENT ESTIMATES

Short Cooling Solutions is the current refrigeration contractor for the Keady Community Centre.

They provided up to date estimates for replacing the required refrigeration equipment to return to seasonal ice operations

Additional estimates were provided for the removal of the current refrigeration plant



ANHYDROUS AMMONIA

Depending on the concentration, exposure to ammonia can cause severe burns, coughing, chest pain, breathing difficulty, broncho pneumonia, pulmonary edema, and death from bronchial spasm

Ammonia is present in the ageing chiller and due to its current condition, it increases risk for staff , contractors and the public as it has a high failure rate

Council has approved the removal of ammonia from the refrigeration system in the 2023 budget



BRINE

Brine is a secondary refrigerant that circulates through the floor via brine piping imbedded into the concrete

Due to the age of the brine, it has chemical properties and additives such as inhibitors(chromate) that could potentially contaminate the ground water if the brine header was not removed and subsequent secondary refrigerant not removed.

Due to the rot and ageing of the brine header, removal of the brine header in its entirety is crucial



ELECTRICAL SERVICE & REFRIGERATION ROOM



ELECTRICAL SERVICE & REFRIGERATION ROOM



ELECTRICAL SERVICE & REFRIGERATION ROOM



ELECTRICAL SERVICE & REFRIGERATION ROOM



Service & Refrigeration Room

Currently the Service / Refrigeration Room & Zamboni room are scheduled for total replacement under the Desboro Community Centre Building Condition Assessment (2018), this is in large part of the numerous structural failures throughout this portion of the building.

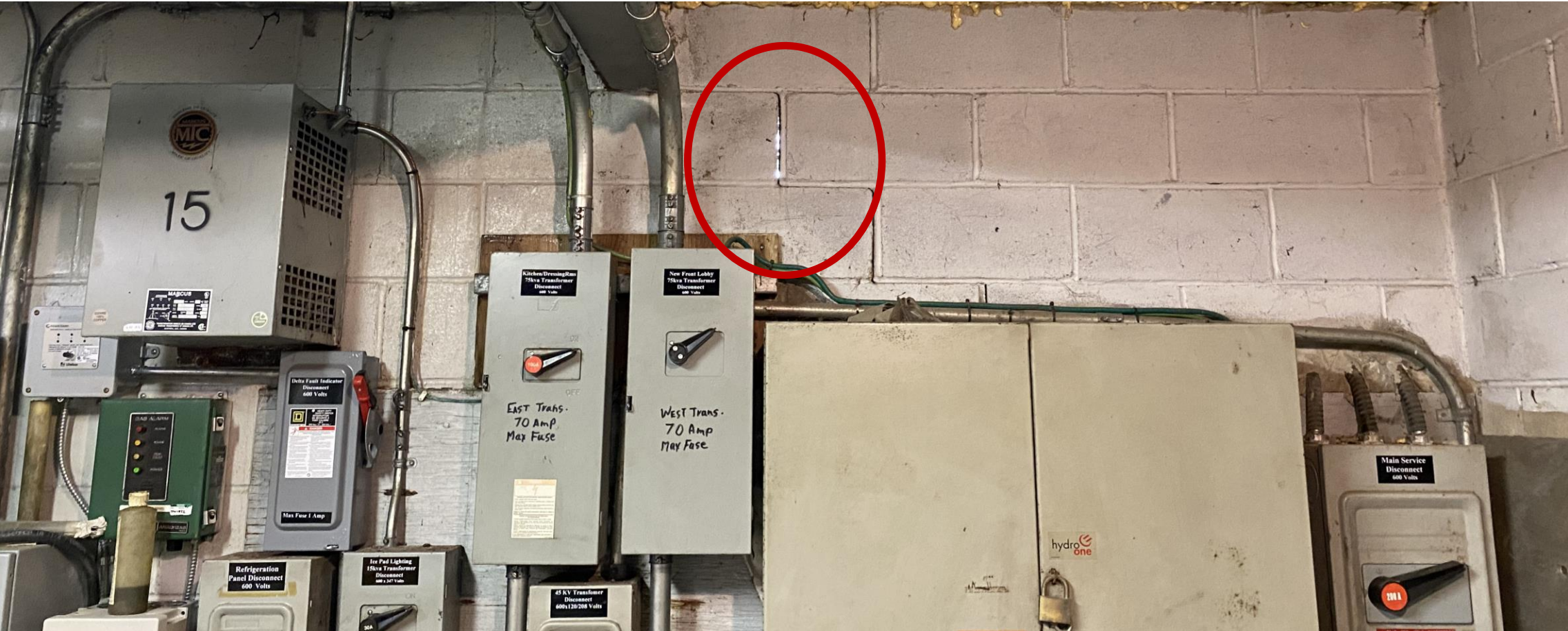


Service & Refrigeration Room

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ELECTRICAL SERVICE ROOM



ELECTRICAL SERVICE ROOM



ELECTRICAL SERVICE ROOM



ZAMBONI ROOM



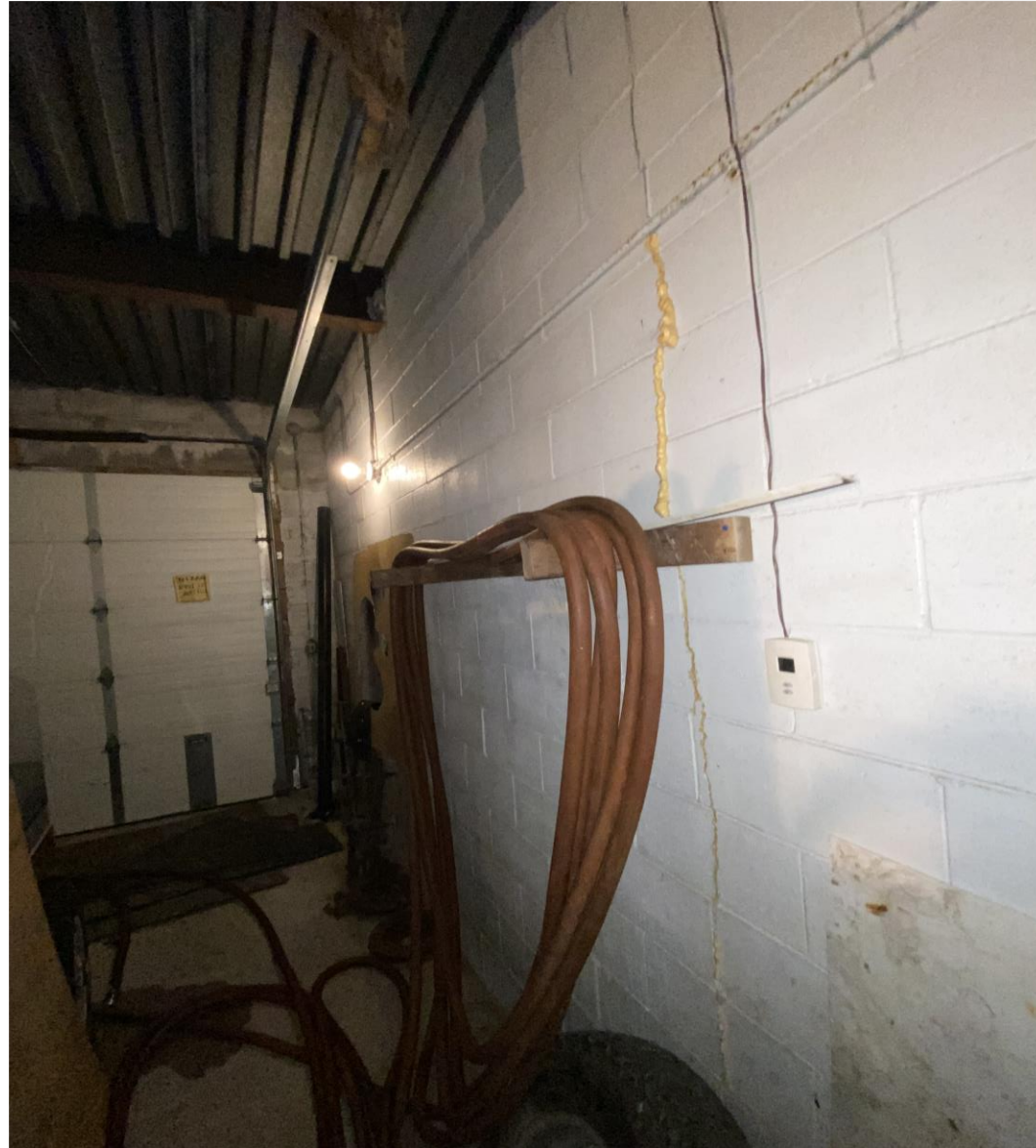
ZAMBONI ROOM



ZAMBONI ROOM



ZAMBONI ROOM



ZAMBONI ROOM



ZAMBONI ROOM



ELECTRICAL SERVICE & REFRIGERATION ROOM



REFRIGERATION ASSETS

Condenser Tower

Short Cooling Solutions and former refrigeration contractors such as Black and MacDonald referenced the condenser is beyond repair due to the affects of untreated well water circulated throughout the system



CONDENSER TOWER



Shell & Tube Chiller

Current State of the Shell & Tube Chiller is inoperable due the large possibility it would fail and ultimately release a large quantity of ammonia into the refrigeration room which would need to dissipate into the atmosphere potentially disrupting the surrounding community



BRINE HEADER REPLACEMENT



Current Brine Header shows signs of large-scale rot and decay.

Replacing this asset would be required to return to ice operations

BRINE HEADER REPLACEMENT



BRINE HEADER REPLACEMENT



BRINE HEADER REPLACEMENT



BRINE HEADER REPLACEMENT



BRINE HEADER REPLACEMENT



OPTION A

RETURN TO ICE OPERATIONS

- Returning to Ice Operations is not an easy process.
- It requires significant capital investment, within the first year and roughly 3.3 million within 10 years,
- Majority of the costing provided is from the 2018 Building Condition Assessment, in most cases that number is now significantly higher



OPTION A- REQUIRED REPAIRS

Replacement Item	Age	Life Exp	Cost	Reasoning
Mechanical Room			350,000	Building is in poor condition as stated in B.C.A. & H.BYE Construction
Zamboni Room				
Floor Repair	46	40		Floor patch is a temporary solution to mitigate any additional floor cracks
Refrigeration System Repairs				
Condenser Tower Replaced	22	25	130,000	Current unit requires replacement due age, and from the effects of raw well water being used for cooling
Shell & Tube Chiller Replaced	22	25	150,000	Chiller is passed its asset life and is required for replacement
Brine Header Replacement	21	30	180,000	Brine header is rotting, leaking and will need to be replaced
Compressor Overhaul	8	30	15,000	Due to its stagnate state the compressor will require work
2023 TOTAL			825,000	

OPTION A – ADDITIONAL REQUIREMENT'S

	Cost	Reasoning
Staff	60,000	2-3 Full Time Seasonal
Hydro Increase	42,000	Current operations would require additional costing forecasted for increased hydro usage
Fuel Increase	9,000	Future operations would require additional costing forecasted for increased fuel usage
Supplies	9,000	Increase in usage would increase the supplies operating budget
Ice Requirements		
Ice Resurfacer Replacement	60,000 (Used), 110,000 (New)	Current unit is unfit for operations, was scheduled for replacement in 2020/2021
2023 Start Up TOTAL	120,000 + 825,000 + 60,000 = 1,005,000	\$ 120,000 Increase to Operations \$ 885,000 Increase to Capital

OPTION A – COST FORECASTING

Repairs		Cost	Reasoning
Under 5 years			
Architectural Costs		\$ 128,500	Kitchen Millwork & Windows (85,000)
Structural Costs		\$ 34,000	Lateral Bracing of Roof Structures (14,000)
Mechanical Costs		\$ 257,500	HVAC Replacement (150,000)
Electrical Costs		\$ 114,850	Main Distribution Replacement , Arena Lighting (58,000)
Total		\$ 534,850	

OPTION A – COST FORECASTING

Repairs		Cost	Reasoning
Under 10 years			
Architectural Costs		\$ 20,000	Addition of Power Door Operators
Structural Costs		\$ 1,600,000	Rink Slab Replacement
Mechanical Costs		\$ 25,500	Kitchen Air Unit Replacement, Dehumidification
Electrical Costs		\$ 31,600	Service Pole Replacement
TOTAL		\$1,677,100	

OPTION A – COST FORECASTING

Repairs		Cost	Reasoning
Total BCA Repairs		2,561,950	Currently 65 items identified in the 2018 Building Condition Assessment that need to be completed by 2029
Total Refrigeration Repairs		475,000	475,000 minimum costs can exceed 525,000
Total Ice Resurfacer		60,000	Purchase a used machine to mitigate some excess cost
Board Replacement		300,000	Current board system is unfit for ice operations
TOTAL Capital Cost		3,396,950	/ 10 yr. = 339,695 yr.

OPTION B

CONTINUED USE

- Option B would see the facility continue with current use and usage rates.
- The refrigeration system would be removed, and a long-term plan decided at a later date.
- This option still requires on going BCA repairs annually.



OPTION B – REQUIRED REPAIRS

Replacement Item	Cost	Reasoning
Mechanical Room	350,000	Building is in poor condition and is deteriorating
Zamboni Room		
Floor Patch		Floor patch is a temporary solution to mitigate any additional floor cracks
Refrigeration System		
Decommission of Plant	40,000	Refrigeration equipment would no longer be required, potentially use any equipment at the Keady CC, surplus & dispose of remaining
2023 TOTAL	\$395,000	

OPTION B – COST FORECASTING

Repairs	Cost	Reasoning
Under 5 years		
Architectural Costs	128,500	Kitchen Millwork & Windows (85,000)
Structural Costs	32,500	Lateral Bracing of Roof Structures (14,000)
Mechanical Costs	257,400	HVAC Replacement (150,000)
Electrical Costs	109,050	Main Distribution Replacement , Arena Lighting (58,000)
TOTAL Capital Cost	\$ 534,850	

OPTION B – COST FORECASTING

Repairs	Cost	Reasoning
Under 10 years		
Architectural Costs	\$ 20,000	
Structural Costs	\$ 0	B.C.A. portion complete
Mechanical Costs	\$ 25,500	
Electrical Costs	\$ 31,600	
TOTALS		
Total BCA Repairs	\$ 961,950	Currently 56 items identified in the 2018 Building Condition Assessment that need to be completed by 2029
Decommission	\$ 40,000	
TOTAL Capital Cost	\$ 1,001,950	/10 yr.= 100,195 yr.

OPTION C

TURF / MULTIPURPOSE FACILITY

- Option C would see the Desboro Community Centre repurposed to a turf facility that could operate year-round and provided numerous recreational amenities to the Chatsworth community and surrounding municipalities.
- The turf floor would be modular, so the facility could still host numerous functions without potential excess use or damage.
- Unlike most turf systems, the asset can be repurposed at another space if needed and the investment is not lost.



EASY FIELD

- Turf is shipped and stored on skids
- Panels are 3 ½ Feet X 5 ½ Feet
- Roughly 670 panels are required
- Some will need to be custom cut to match the current radius of the corners
- Has a durable rubberized backing
- Can be removed and reinstalled in a day
- Provides a thermal break from the concrete



EASYFIELD INSTALLATION – CALGARY GENESIS CENTRE 2019





OPTION C – REQUIRED REPAIRS

Replacement Item	Cost	Reasoning
BCA Repair	350,000	Building is in poor condition and is deteriorating
Electrical & Zamboni Room		Building Numbers can be adjusted to accommodate a smaller service room since refrigeration equipment would no longer be required
Floor Patch		If refrigeration chemicals are removed, floor patch would no longer be required, but would still be beneficial to repair
Refrigeration System		
Decommission of Plant	40,000	Refrigeration equipment would no longer be required, potentially use of any equipment at the Keady CC, surplus & dispose of remaining
Turf Operations		
Modular Turf	300,000+	Purchase of modular turf that could be disassembled when required, asset can be repurposed at other facilities.
TOTAL	690,000	

OPTION C – ADDITIONAL REQUIREMENT'S

	Cost	Reasoning
Staff	\$ 60,000	2-3 FT Seasonal Required
Hydro Increase	\$ 12,000	Current operations would require additional costing forecasted for addition Hydro Usage
Heat	\$ 7,200	
Fuel Increase	\$0	Future operations would require additional costing forecasted for additional heat increase
Supplies	\$ 14,000	
Mechanical Requirements		
	\$0	
2023 TOTAL	690,000 + 93,200 = \$783,200	Increase of 590,000 Capital Increase of 93,200 Operational

OPTION C – COST FORECASTING

Repairs		Cost	Reasoning
Under 5 years			
Architectural Costs		\$ 128,500	Kitchen Millwork & Windows (85,000)
Structural Costs		\$ 34,000	Lateral Bracing of Roof Structures (14,000)
Mechanical Costs		\$ 257,500	HVAC Replacement (150,000)
Electrical Costs		\$ 114,850	Main Distribution Replacement , Arena Lighting (58,000)
TOTAL Capital Cost		\$ 534,850	

OPTION C – COST FORECASTING

Repairs		Cost	Reasoning
Under 10 years			
Architectural Costs		\$ 20,000	
Structural Costs		\$ 0	B.C.A. portion complete
Mechanical Costs		\$ 25,500	
Electrical Costs		\$ 31,600	
TOTALS			
Total BCA Repairs		\$ 961,950	Currently 56 items identified in the 2018 Building Condition Assessment that need to be completed by 2028
Floor Purchase		\$ 300,000	
Decommission		\$ 40,000	
TOTAL Capital Cost		\$ 1,301,950	/10 yr.= 130,195 yr.

FINAL THOUGHTS



These are proposed ideas to showcase the Townships options in regard to an established facility that is need of significant repair



2 / 3 options have the facility cease Seasonal ice operations indefinitely



Should option an option be chosen or directed, enough public consultation should be provided to ensure we are meeting the needs of the public



Expanding recreational activities for all ages is an integral piece to support continued growth and development within the Township of Chatsworth



TOWNSHIP OF
Chatsworth
Neighbours by Nature

THANK YOU!



MATT.TANNER@CHATSWORTH.CA



WWW.CHATSWORTH.CA

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-08

BEING a By-law for the imposition and collection of fees and charges for certain Municipal Services and Activities

WHEREAS Section 391 of the Municipal Act, 2001, S.O. 2001, c. 25 authorizes a municipality to impose fees or charges on persons for services or activities, for costs payable for services or activities and for the use of property including property under its control; and

WHEREAS Section 398 of the Municipal Act, 2001, S.O. 2001, c. 25 provides that fees and charges imposed by a municipality on a person constitute a debt of the person to the municipality; and further that the Treasurer of a municipality may add fees or charges to the tax roll and collect them in the same manner as municipal taxes; and

WHEREAS Section 7 of the Building Code Act, 1992, S.O. 1992, c. 23 provides that a municipality may require the payment of fees on applications for and issuance of building permits and prescribing the amounts thereof; and

WHEREAS Section 69(1) of the Planning Act, R.S.O. 1990, c. P.13, provides that the Council of a municipality by By-law may prescribe a tariff of fees for the processing of applications made in respect of planning matters; and

WHEREAS the Council of the Corporation of the Township of Chatsworth deems it expedient to pass such a By-Law to implement the various fees and service charges;

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

GENERAL

1. The fees and charges for Township services, set out in the following Schedules of this By-law are hereby approved and deemed to form part of this By-law:

Schedule "A"	Administrative Services
Schedule "B"	Licensing
Schedule "C"	Dogs & Kennels
Schedule "D"	Building
Schedule "E"	Fire and Emergency Services
Schedule "F"	Public Works
Schedule "G"	Planning and Development
Schedule "H"	Sewage/Waste Water Services
Schedule "I"	Recreation
Schedule "J"	Waste and Diversion Services
Schedule "K"	Cemeteries
Schedule "L"	By-law Enforcement

2. No request by any person for any information, activity or use of Township property described in the Schedules to this By-law will be processed or provided by the Township, unless and until the person requesting the service has paid the applicable fees in the prescribed amount as set out in the Schedules attached hereto.
3. Any fees and charges or a portion thereof that remain unpaid, interest at the rate of 1.25% shall be charged on the first of each month thereafter until the account is paid in full. If the fees remain unpaid at April 1st of the year following, the fees, any interest and a transfer administration fee of \$50.00 will be added to the tax roll in the next year, on the real property of the owner.

4. That any cost associated with the collection of unpaid fees shall be charged at a rate of \$40.00 per hour.
5. The fees listed in the Schedules to this By-law will be subject to Harmonized Sales Tax (HST), where applicable.
6. A person may pay any fees and charges imposed under this By-law by cash, cheque, certified cheque, or by interact banking card.
7. That the Council of the Township of Chatsworth may from time to time amend the fees and charges in this By-law pursuant to the Township's Notice Provision Policy.
8. All charges payable under this By-law including taxes, interest and collection costs constitute a debt of the person or persons charged and if unpaid, where permissible, shall be added to the tax roll for any property in the Township of Chatsworth owned by such person or persons and may be collected in the same manner as taxes.
9. Payment for any fee or charge listed herein or otherwise charged by the Township that is returned by a financial institution for any reason will be subject to the "NSF – Returned Cheque Fee" set out in Schedule "A" of this By-law which shall form part of the fees and charges owing.

Repeal

10. That By-laws 2020-91, 2023-46, and all other preceding fees & charges By-laws be hereby repealed.

Enactment

11. This By-law shall come into full force and effect as of April 1, 2024 unless specifically indicated on the Schedules attached hereto.

READ a first and second time this 7th day of February, 2024

READ a third time and finally passed this 7th day of February, 2024

Scott Mackey, Mayor

Tyler Zamostny, Deputy Clerk

SCHEDULE "A" ADMINISTRATIVE SERVICES

DESCRIPTION	FEE
Freedom of Information Requests	As per MFIPPA
GENERAL	
Commissioning Signatures - includes but not limited to vehicle ownership transfers, out of country pension	\$30.00
Commissioning Signature - Municipal Applications	N/C
Certification of Photocopied Documents	\$20.00
Fax	\$2.50 per page
Photocopies	\$1.00 per page
N.S.F. fee for returned cheques	\$45.00
Search of Records *Excludes FOI requests	\$45.00 per hour
History Books	\$5.00
Death Registration Admin Fee (out of town death)	\$25.00
Rental of Council Meeting Room, per day	\$30.00
Title Abstract Search	\$100.00
SOLEMNIZATION OF MARRIAGES	
Marriage Solemnization (Officiant's Fee)	\$250.00
TAXATION	
Tax Certificates	\$100.00
Tax Certificate Requests required in less than 48 hours	Additional \$20.00
Change of Ownership	\$45.00
Tax Arrears Notice Fees, mailed quarterly	\$6.00 per notice
Interest on all accounts and charges other than taxes	1.25% per month
Duplicate Tax Bill issued to same owner	\$10.00
Mortgage Company Fee, per property, per Tax Billing cycle	\$15.00
Statement of Taxes	
Current to 3rd Year	\$15.00
More than 3 Years History where available	\$25.00
Tax Registration Fees	
Upon Original Registration	\$500.00
Upon Final Registration	\$1,000.00
Additional fees include all disbursements - postage, registration costs and any third party fees	
Admin Fee - to transfer unpaid accounts to taxes	\$30.00

SCHEDULE "B" LICENSING

DESCRIPTION	FEE
LOTTERIES	
License to conduct Lottery	3% of the Prize Value
Local Community are a flat rate and include (Legion, Minor Sports, Community Clubs, Firefighters)	\$30.00 Flat Rate for Local Community Groups
MARRIAGES	
Marriage License	\$175.00
AUTO SALVAGE YARDS	
Wrecking Yard License Renewal	\$300.00
Wrecking Yard License - New Wrecking Yard	\$1,500.00
TRANSIENT TRADERS	
Chip Wagon License	Fees below apply plus hydro and water usage to be billed separately
New Application (with Twp. hydro requirements)	\$500.00
New Application (no Twp. hydro requirements)	\$400.00
Renewal Fee (with Twp. hydro requirements)	\$350.00
Renewal Fee (no Twp. hydro requirements)	\$250.00
Transient Trader (Annual)	\$450.00
Transient Trader (One Day)	\$250.00
Retail Exhibition Show	\$250.00

SCHEDULE "C" DOGS & KENNELS

DESCRIPTION	FEE	
DOG CONTROL		
Dog Tags are now permanent. Annual license runs from Jan. 1 to Dec. 31st. Licenses are not pro-rated to time of purchase. Invoices are mailed out in January of each year.	Before March 1st	After March 1
First Dog	\$20.00	\$30.00
Second Dog	\$45.00	\$50.00
Third Dog	\$100.00	\$100.00
Replacement Tags	\$10.00	\$10.00
THIRD PARTY FEES		
Additional Charges may apply that are recoverable from the dog owner as a result of enforcement of the Township's Animal Control By-law. These charges may include but are not limited to impounding fees - boarding, enforcement call-out, disposal and quarantine fees. These fees are in addition to any fines levied against the owner.	Full Cost Recovery	
KENNELS (BREEDING OR BOARDING COMMERCIAL KENNELS AND PERSONAL SHOW DOG KENNELS)		
Facility for a maximum of twelve dogs	New Application: \$1,100.00 (includes inspection by canine control) plus up to twelve tags at \$10.00 per tag. Fee does not include Zoning Application - See Schedule "G". Annual Renewal: \$300.00 (includes inspection by Canine Control Officer) plus up to twelve tags at \$10.00 per tag	
KENNELS (HUNTING AND PREDATOR CONTROL)		
Facility for a maximum of ten dogs to be used for hunting and predator control only.	New Application - \$400.00 (Includes Inspection Fees)	
Personal Use Kennels who have received licenses prior to 2023 may continue to apply for a Kennel License. As of December 31, 2023 there is only one registered personal use Kennel.	Renewal - No Charge (Must still apply annually for license)	

SCHEDULE "D" BUILDING

CLASS OF PERMITS SERVICE	FEES
Compliance Letters	\$175.00
Minimum Permit Fee	\$250.00
Change of Use Permit	\$300.00
Transfer of Permit to new Owner	\$200.00
Administrative Fee (Building Without a Permit)	2 X Permit Value or \$600.00 whichever is greater
Non-Refundable Application Fee	\$200.00
Re-Inspection Fee	\$125.00
Revision to an Existing Permit	\$200.00
Demolition Permits	\$200.00
Third Party Costs	Cost Recovery
Admin file search fee	\$40.00 per hour
BUILDING PERMITS	
Residential - New, additions, all floors, including basements	\$0.60/Sq. Ft.
Residential Accessory - detached garage, carport, accessory buildings, alterations	\$0.60/Sq. Ft
Residential - Renovations	\$15.00/\$1,000.00 value
Mobile Homes - Temporary Use (Must enter into agreement with municipality plus deposit)	\$250.00
Decks	\$.50 Sq. Ft
Swimming Pool/Enclosure Area	\$250.00
Solid Fuel Fireplace/Heating Plant	\$175.00
Agricultural (includes new buildings, additions, manure tanks, and granaries)	\$0.40/Sq. Ft.
Silos, grain bins	\$300.00
Industrial /Commercial/Institutional (new, addition, renovation)	\$12.00/\$1,000.00 Construction Value
Tent (over 645 Sq. Ft. 60m2)	\$100.00
Industrial Wind Turbine Permit for works on Municipal right of way	\$6,600.00 plus a security deposit of \$20,000.00
Industrial Wind Turbine Municipal Consultation for Renewable Energy Project *Fees are not attributed to those proponents who are generating energy less than or equal to 3kw	\$5,100.00 plus \$10,000.00 deposit or actual expense for outside consultants
SEWAGE	
Private Sewage Disposal System - Class 2	\$300.00
Private Sewage Disposal System - Tank Replacement	\$300.00
Private Sewage Disposal System - Renovate	\$525.00
Private Sewage Disposal System - Class 4 & 5	\$700.00
Septic Review	\$200.00
Septic Review (multiples)	\$130.00/unit
Septic Compliance Letter	\$125.00
Decommissioning of Septic Systems	\$175.00
BY-LAW ENFORCEMENT	
Illicit Drug Facility/Crop Inspection	\$500.00 plus costs
REFUND	
No refund is given if permit has been issued	

SCHEDULE "E" FIRE AND EMERGENCY SERVICES

DESCRIPTION	FEE
Fire Compliance Letters - Residential	\$75.00
Fire Compliance Letters - Commercial/Industrial/Multi-Residential	\$185.00
Residential Inspection Fees	\$80.00
Commercial /Industrial Inspection Fees	\$90.00
Control Burn Fees	Cost Recovery Basis (MTO Rates for vehicles)
Open Air Burn Permit (required for any open air burn 1 metre or larger, including applicable fire pits)	N/C
False Alarms Fees	Current MTO rate for 1 Fire apparatus for 1 hour
Call-out to set fires not in compliance with By-law(s)	Current MTO rate for first hour - cost recovery thereafter including firefighter hourly rate and \$150.00 per hour for each emergency response vehicle
Emergency Services on Roadways, Waterways, Railways and Trails in the Municipality. Owners of motor vehicles which are involved in a motor vehicle accident within the boundary of the Township that requires the Fire Dept. to respond to the scene, will be invoiced firstly to the owner's insurance provider. In the case where there is no insurance, the owner shall be billed directly.	Current MTO rate per unit per hour or portion thereof for each unit Cost Recovery on third party billings
Copies of Fire Department Incident Reports	\$85.00
Fire Station Meeting/Classroom Rental	\$125.00 per day/\$30.00 per hour
Third Party Services (Contractors) at Incidents: i.e.: Backhoe, excavator, towing, waste removal	Cost Recovery billed direct or billed back at contractors cost
Indemnification Technology (3rd party cost recovery)	In accordance with indemnification
Administration Fee	\$55.00
Water Usage Cost Recovery	see water rates

SCHEDULE "F" PUBLIC WORKS

DESCRIPTION	FEE
Entrance Permit	App. Fee - \$500.00 Damage Deposit \$2,000.00
Entrance Permit Confirmation	\$85.00
Road Crossing Permits	Fee - \$500.00 Damage Deposit \$5,000.00
Wide Load Permits - For Transporting wide loads along the Township Road Allowances	Damage Deposit - \$1,000.00 App. Fee \$150.00
Industrial Wind Tower Entrance Permit	\$5,500.00 plus damage deposit of \$55,000.00 for road, \$135,000.00 for road with box culvert and \$220,000.00 for road with bridge. Issuance of an Entrance Permit shall be permitted only with Council approval.
Application for Exemption to Reduced Load By-law 2019-22	\$125.00
Civic Addressing	New or Replacement Sign - \$250.00 (Township Installs) Replacement Blade - \$100.00 Replacement Stake \$30.00
Tile Drainage Inspection fee	\$125.00
Drainage Reapportionment Agreement	\$250.00
Haul Route Agreements	\$5,000.00 plus disbursements

SCHEDULE "G" PLANNING AND DEVELOPMENT

DESCRIPTION	FEE
Deposits - Planning Act Applications requiring a deposit	
All deposits must be paid at the time of submitting an application. Administration fees to be deducted immediately. The balance of deposits are required for legal costs, planning consultant fees, postage, registration of documents and any other disbursement as may be required.	
Pre-Consultation Review Fee	\$500.00
Additional Public Meetings	\$250.00 per meeting
Property Inquiry	\$200.00
COMMITTEE OF ADJUSTMENT	
Severance Fee - includes mandatory pre-consultation	\$3,000.00
Cancellation Certificate	\$600.00
Minor Variances	\$2,000.00
ZONING AMENDMENTS	
Zoning Amendment Application	\$3,500.00
Temporary Use Permit	\$1,800.00
Remove Holding Symbol	\$1,200.00
Re-Circulation Fee (all applications)	\$250.00
MDS Calculation Report	\$175.00
Request for Deferral of Application	\$250.00
Zoning Compliance Certificate	\$150.00 Requests less than 48 hours - Additional \$20.00
PLAN OF SUBDIVISION	
Plan of Subdivision - Agreement	\$4,000.00 plus disbursements billed at cost
Subdivision Amending Agreement	\$2,500.00
Certificate of Compliance - Plan of Subdivision	\$150.00
Extension to Draft Approval	\$600.00
Acceptance of Municipal Infrastructure	Disbursements, including engineering review
Release of Subdivision Agreement	\$500.00 plus disbursements
Deeming By-law	\$1,000.00
SITE PLAN CONTROL - (SECURITY DEPOSIT MAY BE REQUIRED)	
Site Plan Application - Minor	\$1,700.00
Site Plan Application - Major	\$3,500.00
Amend Site Plan Agreement	\$1,200.00
Site Plan Agreement Certificate of Compliance	\$200.00
Release of Site Plan Agreement	\$300.00 plus disbursements
PART LOT CONTROL	
Application	\$1,200.00
OTHER FEES	
Lot Grading	\$2,000.00 Deposit paid at time of building application - less \$500.00 Review Fee
Copy of (Comprehensive) Zoning By-law	\$100.00
Change of Use Permit	\$300.00
Disposal of Surplus Lands	Sale price as determined by Council.

Encroachment Agreement	\$2,000.00
Request to Change conditions of Provisional Consent	\$250.00
Other development Applications and Agreements Accessory Building Prior to Main Use	\$2,000.00 Fee Plus \$3,000.00 Security deposit
SITE ALTERATION (FILL PLACEMENT)	
Fill less than 500 m3	\$70.00 (permit requirement may be waived as per Site Alteration By-law Delegated Authority)
Fill Greater than 500 m3 but less than 2,000 m3	\$500.00 Plus Security Deposit of \$2,000.00 (permit requirement may be waived as per Site Alteration By-law Delegated Authority)
Extension of permit for fill 500 m3 or less	\$150.00 Deposit remains with the Township until extended period has lapsed
Fill greater than 2,000 m3	\$2,000.00 Plus Security Deposit of \$5,000.00 per hectare of Site Alteration Area plus \$5,000.00 damage deposit including mud tracking and dust control measures
Preparation of Site Alteration Agreement	Medium Scale (250-2,000 cubic metres) \$1,000.00 Large Scale - (over 2,000 cubic metres) \$2,500.00
Amendment to Site Alteration Agreement	Large Scale - \$1,000.00
Any other costs incurred in excess of the fees listed above will be charged at a full cost recovery basis.	

SCHEDULE "H" SEWAGE/WASTE WATER SERVICES

DESCRIPTION	FEE
<p>Sewage/Wastewater Disposal Fee for "Sunset Strip" Commercial customers producing less than 13,500 gallons of sewage/wastewater per month with a Contract signed prior to January 1, 2011.</p> <p>Sewage/Wastewater Disposal Fee for "Sunset Strip" Commercial customers producing more than 13,500 gallons of sewage/waste water per month with a Contract signed prior to January 1, 2011</p>	<p style="text-align: center;">\$120.61 per load on the first 2,000 gallons of plus \$9.39 per m3 on additional</p> <p>Note: \$20.00 per load shall be transferred into capital reserve .3.2 cents/gallon plus a \$90.00 per month administration fee</p> <p>Note: \$20.00 per month per customer shall be transferred into a capital reserve.</p>
Sewage/Wastewater penalty charges for exceeding Allotment under Sewage/Wastewater disposal agreement	6.3 cents/gallon (13.86/m3)
Sewage Disposal Fee charged to approved Haulage Contractors for disposal of domestic sewage at the Bio-Digester	\$25.00/m3
<p>Other materials accepted at the Bio-Digester will be charged a tipping fee according to the rate set by the Joint Management Committee and approved by Council.</p>	

SCHEDULE "I" RECREATION	
DESCRIPTION	FEE
KEYS FOR ACCESS TO THE PUBLIC BOAT LAUNCH	
McCullough Lake	\$60.00 for 2 years plus \$50.00 capital charge
Williams Lake	\$50.00
ICE RENTALS - standard ice rental includes 10 minute flood time	
Prime Time Ice (Prime Time Ice is from Monday to Friday 6:00pm to 11:00pm and Saturday 1:00pm to 11:00pm and all day Sunday)	\$145.00
Non-Prime Time Ice (Non-Prime Time Ice is Monday to Friday 6:00am to 6:00pm and Saturday 6:00am to 1:00pm)	\$120.00
Chatsworth Minor Hockey, Chatsworth Figure Skating, Youth Broomball	\$120.00
Non-Resident Minor Hockey fee	\$100.00 per player (excluding Georgian Bluffs as they contribute to operating costs)
Adult Broomball	\$130.00
Public Skating	\$3.00 Family Rate - \$8.00
Out of Town Minor Sport Ice Rentals	\$145.00
Local School Skating (Holland-Chatsworth, Sullivan)	\$55.00
ARENA FLOOR - SPORTING - NO ICE	
Sporting Groups	\$50.00 per hour
Pickleball	\$20.00 season or \$2.00 per visit per person
BALL DIAMOND RENTALS (Desboro, Keady, Chatsworth)	
ADULT TEAMS	
Seasonal Rate - lights	\$380.00 per team
Seasonal Rate - No lights - Game to be completed by 8:30pm	\$255.00 per team
Diamond Rate	\$45.00 per game no lights \$51.00 per game with lights
Tournament Rates	
Saturday/Sunday	\$400.00
Saturday OR Sunday Day	\$250.00
Friday Night	\$50.00
MINOR TEAMS	
Seasonal Rate - lights	\$175.00
Seasonal Rate - No lights - Game to be completed by 8:30pm	\$125.00
Diamond Rate	\$30.00 per game
Tournament Rates	
Saturday/Sunday	\$140.00
Saturday OR Sunday Day	\$90.00
Friday Night	\$30.00
HALL / MEETING ROOM RENTALS (Desboro and Keady Arena Facilities)	
Desboro Community Centre	
Boardroom - Unlicensed	\$90.00 per day or \$150.00 per hour up to 3 hours
Boardroom - Licensed	\$125.00
Keady Community Centre	
Hall Unlicensed	\$350.00 per day or \$150.00 per hour up to 2 hours
Hall Licensed	\$450.00
Upper Room - Unlicensed	\$50.00 per day or \$30.00 per hour up to 2 hours
Upper Room - Licensed	\$150.00
Arena Floor - Desboro or Keady - Unlicensed	\$500.00
Arena Floor - Desboro or Keady - Licensed	\$500.00
OTHER	
Kitchen Rental - Any Facility	\$85.00
Hall Set up - Tables, Chairs	\$100.00
Security Deposit Required for All Licensed Events	\$500.00
For facility uses (hall rentals, ice rentals or outdoor spaces) that play music, Socan and Resound fees may apply. These are dependent upon the type of event and the capacity of the facility but can range from \$22-50 plus applicable taxes. Details are available when booking the facility.	
This is a third-party fee that is remitted directly to Entandem.	

SCHEDULE "J" WASTE AND DIVERSION SERVICES

DESCRIPTION	FEE
Bag Tags	\$3.00 for all tags (no untagged bags permitted as of April 1, 2024)
SULLIVAN TRANSFER STATION	
Clean Fill	N/C
Bagged Household Garbage	\$3.00 per bag, \$5.00 minimum
Fridges, Freezers, Air Conditioners, Water coolers etc. (Freon-free with MOE tag)	\$0.00
Fridges, Freezers, Air Conditioners, Water coolers etc. (Freon Not removed)	\$30.00
Recyclable items, as per contractor	N/C
Sorted Domestic, Commercial & Industrial materials including construction materials, dirty wood products, asphalt shingles	\$150.00 per Tonne \$5.00 Minimum fee per load
Unsorted Domestic, Commercial & Industrial materials	\$250.00 per Tonne \$10.00 Minimum fee per load
Contaminated Soil (per MECP guidelines and municipal engineer approval)	\$320.00 per Tonne
Contaminated Soil (from other municipalities) per MECP and municipal engineer approval	\$640.00 per Tonne
Garage Sale Items Placed in Recycling Building Over 3 loads	\$5.00 Minimum Fee
Brush over 100 Pounds (50Kgs)	\$10.00 flat fee
Tires	\$0.00
Mattresses	\$25.00 each
Sofas/Large Furnishings	\$25.00 each
Solid wood furniture (no upholstery)	\$15.00 per item
Non-steel household furniture and bulky items	\$15.00 per item
Custom Weighing during normal hours of operation (gross and tare)	\$10.00 per Vehicle
Special Opening (24 Hour Notice)	\$140.00 flat fee to open plus \$40.00/hour for each additional hour

SCHEDULE "K" CEMETERIES

DESCRIPTION	FEE
LOTS:	
Single Lot - 1 interment or 4 cremains or 1 interment and two cremains Single Cremation Lot - 2 cremains	\$1,000.00 plus Care and Maintenance Fee as Approved by BAO at time of purchase \$400.00 plus Care and Maintenance Fee as Approved by BAO at time of purchase
OPENING AND CLOSING FEES	
Full Grave Opening	\$800.00 + \$85.00 locate fee
Cremation Lot Opening	\$375.00 + \$85.00 locate fee
Service Charge for Statutory Holiday and Sunday Burials	Fees as above plus \$325.00 per grave
LOCATE FEE	
Lot & Monument Marking	\$85.00
CORNERPOSTS	
Mandatory at Time of Lot Purchase	\$125.00
TRANSFER OF INTERMENT RIGHTS	
Transfer of Interment Rights	\$40.00 with documentation \$250.00 without documentation
DISINTERMENT	
Full Casket	\$1,500.00
Cremains	\$450.00
FOUNDATIONS AND MARKERS	
Foundation installation	Cost Recovery
Marker Care and Maintenance Fees	As approved by BAO at time of purchasing service

SCHEDULE "L" BY-LAW ENFORCEMENT

DESCRIPTION	FEE
Application for Exemption to Noise By-law	No Fee
PROPERTY STANDARDS AND TIDY YARDS ADMINISTRATION FEES	
Initial First Inspection	N/C
Second Offence Inspection	\$150.00
Third Offence Inspection	\$300.00
Appeal property Standards order to the Property Standards Committee	\$250.00
Appeal a Property Standards Committee decision to the Superior Court. Attend hearing of the Property Standards Committee or Superior Court of Justice - Where the order is not quashed on appeal, for each Property Standards Officer who attends a hearing before the property Standards Committee or Superior Court of Justice	\$300.00 \$50.00 per hour plus mileage at the Township's mileage rate in effect at the time.
Inspections where owner fails to comply with an Order - Owner who failed to comply with a confirmed Order shall pay a fee for each inspection to determine if contraventions of the by-law observed on an initial inspection have been corrected where the contraventions have not been remedied by the time provided for in the said order.	\$100.00 per inspection plus mileage
Register conviction for breach of any order	\$600.00 plus disbursements
Order has been registered and requires discharge	\$600.00 plus disbursements
Certificate of Compliance	\$200.00

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-09

BEING a By-Law to Adopt the 2024 Operating and Capital Budgets

WHEREAS Section 290 of the *Municipal Act, S.O. 2001, Chapter 25*, provides that a local municipality shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality; and

WHEREAS the Council of the Corporation of the Township of Chatsworth has given notice of the adoption of the 2024 Municipal Operating and Capital Budget; and

WHEREAS the Council of the Corporation of the Township of Chatsworth has prepared such an estimate of all sums required during the year of 2024;

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

1. The estimate of all sums required for Township purposes for the Corporation of the Township of Chatsworth is hereby adopted.
2. That the Municipal Operating Budget estimates for the year 2024 as presented in Schedule "A" are hereby adopted, attached hereto, and form part of this By-law.
3. That the Municipal Capital Budget estimates for the year 2024 as presented in Schedule "B" are hereby adopted, attached hereto, and form part of this By-law.
4. This By-law shall come into full force and effect upon the final passing thereof.

READ a first and second time this 7th day of February, 2024.

READ a third time and finally passed this 7th day of February, 2024.

Scott Mackey, Mayor

Tyler Zamosny, Deputy Clerk



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
GENERAL GOVERNMENT				
COUNCIL				
Donation Revenue		(40,000)	(40,000)	
Transfer From Reserves	(35,000)	(33,300)	1,700	-5%
Council Revenues	(35,000)	(73,300)	(38,300)	109%
Total Wage Costs	130,168	134,546	4,378	6%
Conventions & Training	8,500	10,000	1,500	18%
Election Expenses		2,100	2,100	
Advertising & Promotion		150	150	
Memberships		1,200	1,200	
Insurance	5,790	6,502	712	12%
Meeting Expenses	1,000	2,000	1,000	100%
IT & IT Support	1,000	1,030	30	3%
Mileage	3,000	3,500	500	17%
Miscellaneous Expense	5,500	2,500	(3,000)	-55%
Donations Made	35,000	73,300	38,300	109%
Transfer to Reserves	7,000	7,000		
Council Expenses	196,958	243,828	46,870	24%
Total Council	161,958	170,528	8,570	5%
ADMIN				
Death Registration Fees	(1,000)	(1,030)	(30)	3%
Marriage License Fees	(1,000)	(1,030)	(30)	3%
Freedom of Information Requests	(10)	(10)	(0)	3%
Licensing Fee Revenues	(2,600)	(3,000)	(400)	15%
Ownership Changes	(8,000)	(8,500)	(500)	6%
Tax Arrears Notices	(11,000)	(11,330)	(330)	3%
Mortgage Company Fees	(8,000)	(8,240)	(240)	3%
Penalty & Interest Revenue	(150,000)	(150,000)		
Interest Earned	(135,000)	(240,000)	(105,000)	78%
Miscellaneous Revenue	(5,000)	(5,000)		
Interdepartmental Revenues	(15,000)	(15,000)		
Tax Sale Admin Fee Revenues	(1,000)	(1,030)	(30)	3%
Tax Certificates	(13,500)	(13,905)	(405)	3%
Transfer from Reserves	(100,000)	(50,000)	50,000	-50%
Rate Stabilization Reserve	(45,000)		45,000	-100%
Admin Revenue	(496,110)	(508,075)	(11,965)	2%
Total Staffing Costs	684,281	733,685	49,404	7%
Office Supplies	15,000	15,000		
Cleaning Services	6,000	6,000		
Hydro	6,000	5,000	(1,000)	-17%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Clothing Allowance	2,000	4,000	2,000	100%
Heat	2,000	3,000	1,000	50%
Building Maintenance & Supplies	8,000	8,000		
Conventions & Training	10,000	10,000		
Advertising & Promotion	4,000	4,000		
Equipment Maintenance & Supplies	4,000		(4,000)	-100%
Equipment Rentals	5,000	6,000	1,000	20%
Memberships	6,600	7,800	1,200	18%
Professional Fees - Audit	35,000	53,000	18,000	51%
Professional Fees - Other	40,000	25,000	(15,000)	-38%
Professional Fees - Legal	15,000	15,000		
Insurance	45,866	51,508	5,642	12%
Meeting Expenses	500	515	15	3%
Postage/Courier	21,000	20,000	(1,000)	-5%
Marriage Licenses & Services	960	989	29	3%
IT & IT Support	53,000	54,590	1,590	3%
Mileage	1,500	1,545	45	3%
Telephone/Internet	10,000	9,000	(1,000)	-10%
Miscellaneous Expense	2,500	1,500	(1,000)	-40%
Studies and Reports	20,000	80,000	60,000	300%
Interest Expense/Bank Charges	1,500	2,300	800	53%
Changes in Assessment	45,000	60,000	15,000	33%
A/R Write-Offs	500	515	15	3%
Transfer to Reserves	5,500	5,500		
Transfer to Reserves-Lifecycle	20,029	20,430	401	2%
Admin Expenses	1,070,736	1,203,876	133,140	12%
Total Admin	574,626	695,801	121,175	21%
ECONOMIC DEVELOPMENT				
Grants-Other	(20,000)		20,000	-100%
Transfer from Reserves	(60,000)	(40,000)	20,000	-33%
Economic Development Revenue	(80,000)	(40,000)	40,000	-133%
Economic Dev - Christmas Lights	30,000	20,000	(10,000)	-33%
Advertising & Promotion	500	515	15	3%
Equipment Maintenance & Supplies	1,800	1,854	54	3%
Economic Dev - CIP Grants to Others	60,000	40,000	(20,000)	-33%
Memberships	10,000	10,400	400	4%
Transfer to Reserves	20,000		(20,000)	-100%
Economic Development Expenses	122,300	72,769	(49,531)	-40%
Total Economic Development	42,300	32,769	(9,531)	-23%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
OTHER ADMIN REVENUES				
Supp Taxation - Res/Farm	(70,000)	(70,000)		
School Board for Municipality	(34,000)	(34,000)		
Mun. Railway/Hydro Corridor	(5,500)	(5,500)		
Payment In Lieu		(35,000)	(35,000)	
Ontario Municipal Partnership Fund	(862,500)	(871,200)	(8,700)	1%
Total Other Revenue	(972,000)	(1,015,700)	(43,700)	1%
Total General Government	(193,116)	(116,602)	76,514	-40%
PROTECTIVE SERVICES				
FIRE				
Leasing Revenues	(15,000)	(15,450)	(450)	3%
Hall Rental Revenue	(1,500)	(1,545)	(45)	3%
MTO Recovery Revenue	(20,000)	(20,600)	(600)	3%
Insurance Recovery Revenue	(20,000)	(20,600)	(600)	3%
Other Recovery Revenue	(3,000)	(3,090)	(90)	3%
Donation Revenue	(10,000)	(10,000)		
Fire Revenue	(69,500)	(71,285)	(1,785)	3%
Total Staffing Costs	144,662	153,914	9,252	6%
Office Supplies	750	750		
Hydro	8,500	11,000	2,500	29%
Clothing Allowance	175	180	5	3%
Heat	2,100	2,250	150	7%
Building Maintenance & Supplies	9,000	9,000		
Conventions & Training	13,500	13,500		
Advertising & Promotion	350	350		
Pumper 401	4,500	4,635	135	3%
Tanker 402	3,500	3,605	105	3%
Rescue 403	6,500	4,500	(2,000)	-31%
RTV/Trailer 404	900	927	27	3%
Support Vehicle 405	2,500	2,500		
Equipment Maintenance & Supplies	25,000	25,750	750	3%
Fire Prevention & Education	1,700	1,900	200	12%
Interdepartmental Expenses	5,500	5,500		
Equipment Rentals		500	500	
Memberships	1,500	1,200	(300)	-20%
Association Purchases	10,000	10,000		
Insurance	21,755	24,431	2,676	12%
Meeting Expenses	1,300	1,000	(300)	-23%
Postage/Courier	100	100		
Licenses	1,250	1,350	100	8%
IT & IT Support	9,000	9,270	270	3%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Mileage	1,500	2,500	1,000	67%
Telephone/Internet	3,500	4,500	1,000	29%
Contracted Services	45,000	46,800	1,800	4%
Miscellaneous Expense	1,500	1,545	45	3%
Fire Service Agreements	70,000	70,000		
A/R Write-Offs	1,200	1,236	36	3%
Transfer to Reserves-Lifecycle	82,362	84,009	1,647	2%
Transfer to Chesley Fire Reserve	54,639	30,000	(24,639)	-45%
Fire Expenses	533,743	528,702	(5,041)	-1%
Total Fire	464,243	457,417	(6,826)	-1%
POLICE				
Grants - Provincial	(8,800)	(6,000)	2,800	-32%
Police Revenue	(8,800)	(6,000)	2,800	-32%
Police Wages	3,000	3,000		
Conventions & Training	1,000	1,000		
Memberships	365	365		
Mileage	500	500		
Contracted Services	1,092,930	1,056,028	(36,902)	-3%
Police Expense	1,097,795	1,060,893	(36,902)	-3%
Total Police	1,088,995	1,054,893	(34,102)	-3%
CONSERVATION AUTHORITY				
Conservation Authorities - Levy	112,954	121,385	8,431	7%
BUILDING				
Compliance Letters	(5,000)	(6,167)	(1,167)	23%
Building Permit Fees	(155,000)	(193,759)	(38,759)	25%
Transfer from Reserves				
Building Revenue	(160,000)	(199,926)	(39,926)	25%
Building Staff Costs	50,052	66,333	16,281	33%
Office Supplies	500	511	11	2%
Clothing Allowance	500		(500)	-100%
Interdepartmental Expenses	12,200	12,566	366	3%
Memberships		50	50	
Repairs/Maintenance	800	824	24	3%
Insurance	3,393	3,810	417	12%
IT & IT Support	18,000	18,540	540	3%
Bulding Dept - Fuel	400	412	12	3%
Contracted Services	77,500	96,880	19,380	25%
Building Expenses	163,345	199,926	36,581	22%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Total Building	3,345	(0)	(3,345)	-100%
BY-LAW				
By-Law Enforcement - Revenue	(1,000)	(1,000)		
By Law Revenue	(1,000)	(1,000)		
By Law Staffing Costs				
Office Supplies	500		(500)	-100%
Professional Fees - Legal	5,000	4,500	(500)	-10%
Telephone/Internet		250	250	
Contracted Services	58,000	58,000		
By Law Expenses	63,500	62,750	(750)	-1%
Total By Law	62,500	61,750	(750)	-1%
ANIMAL CONTROL				
Licensing Fee Revenues	(30,000)	(30,900)	(900)	3%
Animal Control Fee Revenues	(3,000)	(3,090)	(90)	3%
Livestock Claim Refunds	(500)	(515)	(15)	3%
Animal Control Revenue	(33,500)	(34,505)	(1,005)	3%
Professional Fees - Legal	500	515	15	3%
Contracted Services	15,000	14,500	(500)	-3%
Impound Fees	4,500	4,000	(500)	-11%
Livestock Claim Payments	500	500		
Animal Control Expenses	20,500	19,515	(985)	-5%
Total Animal Control	(13,000)	(14,990)	(1,990)	15%
Total Protective Services	1,719,037	1,680,455	(38,582)	-2%
TRANSPORTATION SERVICES				
COLD PATCH CRACK SEALING				
Materials	20,000	20,000		
Contracted Services	51,000	55,000	4,000	8%
Total Patch/Crack Sealing	71,000	75,000	4,000	6%
RESURFACE SS				
Materials		40,000	40,000	
Total Resurface SS		40,000	40,000	
CALCIUM				
Contracted Services	215,000	220,000	5,000	2%
Total Calcium	215,000	220,000	5,000	2%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
MAINTENANCE GRAVEL				
Transfer from Reserves	(77,000)	(68,500)	8,500	-11%
Maintenance Gravel Revenue	(77,000)	(68,500)	8,500	-11%
Materials				
Contracted Services	325,000	375,000	50,000	15%
Maintenance Gravel Expenses	325,000	375,000	50,000	15%
Total Maintenance Gravel	248,000	306,500	58,500	24%
CONNECTING LINK				
Total Connecting Link Contracted Services	3,200	3,200		
ROADS ADMIN				
Roads - Permits	(4,500)	(5,000)	(500)	11%
Interdepartmental Transfers - fuel	(12,200)	(12,566)	(366)	3%
Roads Miscellaneous Revenue	(55,000)	(62,000)	(7,000)	13%
Transfer from Reserves				
Roads Admin Revenue	(71,700)	(79,566)	(7,866)	11%
Roads Admin Staff Costs	851,091	859,855	8,764	1%
Office Supplies	2,800	5,000	2,200	79%
Hydro	11,000	11,330	330	3%
Clothing Allowance	5,000	7,500	2,500	50%
Heat	30,000	22,000	(8,000)	-27%
Building Maintenance & Supplies	10,000	10,300	300	3%
Conventions & Training	18,000	18,000		
Advertising & Promotion	1,200	1,236	36	3%
Equipment Maintenance & Supplies	10,000	10,300	300	3%
Memberships	2,000	2,060	60	3%
Insurance	118,001	132,515	14,514	12%
Meeting Expenses	400		(400)	-100%
Licenses	16,000	16,000		
IT & IT Support	7,500	7,725	225	3%
Mileage	500	500		
Telephone/Internet	4,000	5,500	1,500	38%
Contracted Services	2,000	2,068	68	3%
Miscellaneous Expense		2,000	2,000	
GovDeals Fees	2,000		(2,000)	-100%
Interest Expense		27,500	27,500	
Debt Repayment Principal		45,500	45,500	
Transfer to Reserves-Lifecycle	873,036	890,497	17,461	2%
Roads Admin Expenses	1,964,528	2,077,386	112,858	6%
Total Roads Admin	1,892,828	1,997,820	104,992	6%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
TRANSIT SPECIAL NEEDS				
Total Transit Special Needs Contracted Services	44,552	15,000	(29,552)	-66%
EQUIPMENT OVERHEAD				
Roads -Equipment Sales	(5,000)		5,000	-100%
Interdepartmental Revenues	(3,500)	(3,605)	(105)	3%
Machines O/H - Trans from Reserves	(41,928)	(20,964)	20,964	-50%
Equipment Overhead Revenue	(50,428)	(24,569)	25,859	-51%
Clear Diesel Fuel	100,000	110,000	10,000	10%
Gasoline	40,000	48,000	8,000	20%
Grease/Oil etc	12,000	12,000		
Coloured Diesel Fuel	190,000	195,000	5,000	3%
Repairs/Maintenance	20,000	20,500	500	3%
Interest Expense	6,372	6,319	(53)	-1%
Debt Repayment Principal	35,908	35,609	(299)	-1%
Roads Equipment Overhead Expenses	404,280	427,428	23,148	6%
Total Equipment Overhead	353,852	402,859	49,007	14%
EQUIPMENT PURCHASES				
Transfer to Reserves-Lifecycle	297,669	303,623	5,953	2%
VEHICLES				
Vehicle Repairs	229,000	250,000	21,000	9%
Total Vehicles	229,000	250,000	21,000	9%
Total Roads	3,355,102	3,614,002	258,900	8%
BRIDGES/CULVERTS				
Transfer from Reserves	(25,000)	(12,500)	12,500	-50%
Bridges/Culverts Revenue	(25,000)	(12,500)	12,500	-50%
Materials	10,000	10,300	300	3%
Contracted Services		2,000	2,000	
Professional Fees - Engineering	5,000		(5,000)	-100%
Studies and Reports	25,000	10,000	(15,000)	-60%
Interest Expense		10,000	10,000	
Debt Repayment Principal		17,000	17,000	
Transfer to Reserves-Lifecycle	51,060	52,081	1,021	2%
Bridge/Culverts Expenses	91,060	101,381	10,321	11%
Total Bridge/Culverts	66,060	88,881	22,821	35%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
ROADSIDE MOWING				
Equipment Rentals	2,500		(2,500)	-100%
Contracted Services	20,500	21,115	615	3%
Total Roadside Mowing	23,000	21,115	(1,885)	-8%
TREE TRIMMING				
Total Tree Trimming Contracted Services	35,000	36,190	1,190	3%
SWEEPING				
Total Sweeping Contracted Services	12,000	12,408	408	3%
SIGNS				
Roads - Signs Revenue	(4,500)	(4,750)	(250)	6%
Materials	20,000	25,000	5,000	25%
Contracted Services		10,000	10,000	
Total Signs	15,500	30,250	14,750	95%
SIDEWALKS				
Transfer from Reserves	(75,000)	(35,000)	40,000	-53%
Sidewalk Revenues	(75,000)	(35,000)	40,000	-53%
Contracted Services	75,000	35,000	(40,000)	-53%
Sidewalk Expenses	75,000	35,000	(40,000)	-53%
Total Sidewalks				
MUNICIPAL DRAINS				
Grants - Provincial	(10,000)	(7,500)	2,500	-25%
Municipal Drain Revenues	(10,000)	(7,500)	2,500	-25%
Professional Fees-Engineering	6,000	6,180	180	3%
Miscellaneous Expense	20,000	15,000	(5,000)	-25%
Municipal Drain Expenses	26,000	21,180	(4,820)	-19%
Total Municipal Drains	16,000	13,680	(2,320)	-15%
Total Traffic/Roadside Operations	101,500	113,643	12,143	12%
GRAVEL PITS				
Licenses	800	824	24	3%
Gravel Pit Expenses	800	824	24	3%
Total Gravel Pits	800	824	24	3%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
WINTER CONTROL				
Snow Removal Revenue -Cntrysde/Lakeview	(11,000)	(11,750)	(750)	7%
Transfer from Reserves	(30,000)		30,000	-100%
Winter Control Revenue	(41,000)	(11,750)	29,250	-71%
Winter Control Staff Costs				
Materials	190,000	195,700	5,700	3%
Clothing Allowance	500		(500)	-100%
Telephone	300	300		
Contracted Services	22,000	23,500	1,500	7%
Winter Control Expenses	516,375	588,009	71,634	14%
Total Winter Control	475,375	576,259	100,884	21%
STREETLIGHTS				
Hydro	12,000	15,000	3,000	25%
Contracted Services	11,000	11,330	330	3%
Transfer to Reserves-Lifecycle	10,278	10,483	206	2%
Total Streetlights	33,278	36,813	3,536	11%
Total Transportation Services	4,032,114	4,430,422	398,308	10%
ENVIROMENTAL SERVICES				
WATER				
Leasing Revenues	(2,000)		2,000	-100%
Interest Earned	(2,000)	(1,600)	400	-20%
Other Revenue/Fees	(3,000)	(4,500)	(1,500)	50%
Interest Earned	(2,200)		2,200	-100%
Fixed Charges Revenues	(232,000)	(238,960)	(6,960)	3%
Capital Charges Revenues	(70,000)	(72,100)	(2,100)	3%
Bulk Water Sales	(1,000)	(2,000)	(1,000)	100%
Fixed Charges Revenues	(45,000)	(46,350)	(1,350)	3%
Capital Charges Revenues	(15,300)	(15,759)	(459)	3%
Water Accounts- NSF Fees	(125)	(125)		
New Connection Revenues	(1,000)	(1,030)	(30)	3%
Water Meter Kits	(1,500)	(1,545)	(45)	3%
Water Revenues	(375,125)	(383,969)	(8,844)	-52%
Water Staff Costs	41,023	45,603	4,580	11%
Hydro	14,800	19,000	4,200	28%
Building Maintenance & Supplies	5,000	5,150	150	3%
Grounds Maintenance	1,800	1,854	54	3%
Conventions & Training	1,000	1,030	30	3%
Equipment Maintenance & Supplies	15,000	15,450	450	3%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Overhead Expense	5,000	5,150	150	3%
Water - Service Calls	5,000	5,150	150	3%
Memberships	750	773	23	3%
Insurance	4,711	5,290	579	12%
Licenses	1,700	1,751	51	3%
Mileage		200	200	
Telephone/Internet	3,000	2,800	(200)	-7%
Contracted Services	150,000	175,000	25,000	17%
Source Water Protection	1,700	1,751	51	3%
Taxes (Payments in Lieu)	2,200	2,266	66	3%
Transfer to Reserve Fund	122,441	95,751	(26,690)	-22%
Water Expenses	375,125	383,969	8,844	86%
Total Water		0	0	
SOLID WASTE COLLECTION				
Bag Tag Sales	(35,000)	(161,400)	(126,400)	361%
Solid Waste Collection Revenues	(35,000)	(161,400)	(126,400)	361%
Contracted Services	125,000	234,507	109,507	88%
Solid Waste Collection Expenses	125,000	234,507	109,507	88%
Total Solid Waste Collection	90,000	73,107	(16,893)	-19%
SULLIVAN WASTE SITE				
Scrap Metal Revenue	(6,000)	(6,180)	(180)	3%
Site Disposal/Tipping Revenues	(90,000)	(92,000)	(2,000)	2%
Sullivan Waste Site Revenues	(96,000)	(98,180)	(2,180)	5%
Sullivan Waste Staff Costs	85,748	89,446	3,698	4%
Office Supplies	200	200		
Hydro	600	1,200	600	100%
Clothing Allowance	500	500		
Building Maintenance & Supplies	700	700		
Convention & Training	1,000	1,000		
Memberships	450	450		
Equipment Maintenance & Supplies	2,000	1,200	(800)	-40%
Mileage	300	500	200	67%
Contracted Services	85,000	85,000		
Professional Fees-Engineering	20,000	15,000	(5,000)	-25%
Taxes (Payments in Lieu)	33,000	33,000		
Transfer to Reserves	15,000	15,450	450	3%
Transfer to Reserves-Lifecycle	63,041	64,617	1,576	2%
Sullivan Waste Site Expenses	307,539	308,263	724	111%
Total Sullivan Waste Site	211,539	210,083	(1,456)	-1%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
MARKDALE WASTE SITE				
Transfer from Reserves	(34,593)	(46,149)	(15,756)	46%
Markdale Waste Site Revenues	(34,593)	(46,149)	(15,756)	46%
Miscellaneous Expense	30,000	58,852	28,052	94%
Interest Expense	5,213	5,370	156	3%
Debt Repayment Principal	29,379	30,261	881	3%
Transfer to Reserves	22,000	22,660	660	3%
Transfer to Reserves-Lifecycle	2,862	2,919	57	2%
Markdale Waste Site Expenses	89,455	112,062	29,807	105%
Total Markdale Waste Site	54,862	65,912	14,051	150%
Total Waste Disposal	266,401	275,996	12,595	5%
RECYCLING				
Grants - Provincial	(36,000)	(34,000)	2,000	-6%
Material Rebate	(6,000)	(6,180)	(180)	3%
Recycling Revenues	(42,000)	(40,180)	1,820	-3%
Contracted Services	75,000	25,000	(50,000)	-67%
Recycling Expenses	75,000	25,000	(50,000)	-67%
Total Recycling	33,000	(15,180)	(48,180)	-69%
BIODIGESTER				
Transfer from Reserves	(92,000)		92,000	-100%
Biodigester Revenues	(92,000)		92,000	-100%
Interest Expense/Bank Charges	12,000	12,000		
Debt Repayment Principal	80,000	80,000		
Inter-Municipal Transfers	80,000	80,000		
Biodigester Expenses	172,000	172,000		
Total Biodigester	80,000	172,000	92,000	115%
Total Waste Diversion	113,000	156,820	43,820	39%
Total Environmental Services	469,401	508,923	39,522	8%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
HEALTH SERVICES				
CEMETRIES ADMIN				
Transfer from Trust		(2,000)	(2,000)	
Cemeteries Admin Revenues		(2,000)	(2,000)	
Cemetery Admin Staff Costs	30,630	50,233	19,603	64%
Insurance	347	390	43	12%
Legal Add this line and put in fees for terantet		500	500	
Annual Licensure Costs		250	250	
Cemetery Admin Expenses	30,977	51,373	20,396	76%
Total Cemetery Admin	30,977	49,373	18,396	76%
CHATSWORTH CEMETERY				
Interest Earned	(65)	(67)	(2)	3%
Plot Sales		(2,000)	(2,000)	
Grave Opening Revenues	(600)	(750)	(150)	25%
Grave Marking/Staking Fees	(150)	(170)	(20)	13%
Transfer from Reserves	(20,000)	(20,000)		
Chatsworth Cemetery Revenues	(20,815)	(22,987)	(2,172)	41%
Grounds Maintenance	20,000	20,000		
Grave Opening Expense	650	670	20	3%
Grave Marking Expense	100	75	(25)	-25%
Cornerstones Expense	100	125	25	25%
Miscellaneous Expense (Foundations,etc)		100	100	
Chatsworth Cemetery Expenses	20,850	20,970	120	3%
Total Chatsworth Cemetery	35	(2,017)	(2,052)	44%
DESBORO CEMETERY				
Interest Earned	(250)		250	-100%
Plot Sales	(1,000)	(1,000)		
Grave Opening Revenues	(1,500)	(1,500)		
Grave Marking/Staking Fees	(300)	(300)		
Desboro Cemetery Revenues	(3,050)	(2,800)	250	-100%
Grounds Maintenance	1,000	1,000		
Grave Opening Expense	650	670	20	3%
Grave Marking Expense	75	75		
Cornerstones Expense		125	125	
Desboro Cemetery Expenses	1,725	1,870	145	3%
Total Desboro Cemetery	(1,325)	(931)	395	-97%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
ST. MATHIAS CEMETERY				
Interest Earned	(15)		15	-100%
St. Mathias Cemetery Revenues	(15)		15	-100%
StMC- Maintenance grounds	1,000	1,030	30	3%
St. Mathias Cemetery Expenses	1,000	1,030	30	3%
Total St. Mathias Cemetery	985	1,030	45	-97%
HEMSTOCK CEMETERY				
Maintenance grounds	1,000	1,030	30	3%
Hemstock Cemetery Expenses	1,000	1,030	30	3%
Total Hemstock Cemetery	1,000	1,030	30	3%
CEDERDALE CEMETERY				
Interest Earned	(10)		10	-100%
Cederdale Cemetery Revenues	(10)		10	-100%
Maintenance grounds	1,000	1,030	30	3%
Cederdale Cemetery Expenses	1,000	1,030	30	3%
Total Cederdale Cemetery	990	1,030	40	-97%
MOUNT ZION CEMETERY				
Interest Earned	(55)		55	-100%
Other Revenue (Foundations, etc)		(650)	(650)	
Grave Openings Revenue		(750)	(750)	
Grave Marking/Staking Fees		(250)	(250)	
Mount Zion Cemetery Revenues	(55)	(1,650)	(1,595)	-100%
Grounds Maintenance	1,000	1,000		
Grave Openings Expense		500	500	
Grave Marking Expense		100	100	
Miscellaneous Exp (Foundations, etc)		220	220	
Mount Zion Cemetery Expenses	1,000	1,820	820	
Total Mount Zion Cemetery	945	170	(775)	-100%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
SHILOH CEMETERY				
Interest Earned	(2,000)	(2,060)	(60)	3%
Other Revenue (Foundations, etc)	(2,000)	(2,060)	(60)	3%
Plot Sales	(1,000)	(1,030)	(30)	3%
Grave Openings Revenue	(4,000)	(4,120)	(120)	3%
Grave Marking/Staking Fees	(800)	(824)	(24)	3%
Shiloh Cemetery Revenues	(9,800)	(10,094)	(294)	15%
Grounds Maintenance	1,000	4,000	w33	
Grave Openings Expense	2,500	2,575	75	3%
Grave Marking Expense	700	721	21	3%
Cornerstones Expense		115	115	
Micellaneous Exp (Foundations, etc)	1,500	1,545	45	3%
Shiloh Cemetery Expenses	5,700	8,956	256	9%
Total Shiloh Cemetery	(4,100)	(1,138)	(38)	24%
BERKLEY CEMETERY				
Other Revenue (Foundations, etc)		(200)	(200)	
Grave Openings Revenue	(300)	(300)		
Grave Marking/Staking Fees	(75)	(75)		
Berkley Cemetery Revenues	(375)	(575)	(200)	
Grounds Maintenance	2,000	2,000		
Grave Openings Expense	300	300		
Grave Marking Expense	75	75		
Berkley Cemetery Expenses	2,375	2,375		
Total Berkley Cemetery	2,000	1,800	(200)	
ST. PAUL'S ANGLICAN CEMETERY				
Grave Openings Revenue		(300)	(300)	
Grave Marking/Staking Fees		(75)	(75)	
St. Paul's Cemetery Revenues		(375)	(375)	
Miscellaneous Exp (Foundations, etc)		100	100	
St. Paul's Cemetery Expenses		100	100	
Total St. Paul's Cemetery		(275)	(275)	
Total Cemeteries	31,507	50,072	18,565	59%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
RECREATION AND CULTURAL SERVICES				
OUTDOOR RECREATION				
Ball Diamond Revenues	(1,000)		1,000	-100%
Lake Key Revenue	(3,000)	(600)	2,400	-80%
Ball Diamonds Revenue	(4,000)	(600)	3,400	-85%
Recreation - Grants to Others	15,000	15,000		
Ball Diamond Staff Costs	117,298	127,339	10,041	9%
Outdoor Rec. Facilities - Bldg. Maintenance	600		(600)	-100%
Hydro	4,500	4,635	135	3%
Clothing		3,000	3,000	
Building Maintenance & Supplies	2,000	3,120	1,120	56%
Conventions and Training	3,000	3,090	90	3%
Equipment Maintenance & Supplies	5,500	11,000	5,500	100%
Interdepartmental Expenses	5,500	3,665	(1,835)	-33%
Equipment Rentals	3,000	4,400	1,400	47%
Memberships	300	450	150	50%
Insurance	6,364	7,147	783	12%
Fuel		2,000	2,000	
Telephone	300	309	9	3%
Contracted Services	55,000	55,000		
Recreation Facilities - Tax Write Offs		900	900	
Transfer to Reserves-Lifecycle	104,342	106,429	2,087	2%
Ball Diamonds Expenses	322,704	347,484	24,780	8%
Total Ball Diamonds	318,704	346,884	28,180	9%
WALTERS FALLS BALL DIAMOND				
Building Maintenance & Supplies	2,600	2,678	78	3%
Insurance	717	805	88	12%
Total Walters Falls	3,317	3,483	166	5%
Total Parks	322,021	350,367	28,346	9%
WILLIAMSFORD CC				
Plant (Ice) Maintenance		250	250	
Building Maintenance & Supplies	750	750		
Insurance	3,224	3,621	397	12%
Total Williamsford Community Centre	3,974	4,621	647	16%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
DESBORO COMMUNITY CENTRE				
Floor Rental Revenue	(5,000)	(7,500)	(2,500)	50%
Ball Diamond Revenues	(1,500)	(2,000)	(500)	33%
Arena Rentals	(4,500)	(4,635)	(135)	3%
Desboro CC Revenues	(11,000)	(14,135)	(3,135)	29%
Desboro CC Staff Costs				
Desboro CC Staff Costs	63,061	58,550	(4,511)	-7%
Office Supplies		200	200	
Hydro	10,000	10,000		
Heat	10,000	11,000	1,000	10%
Building Maintenance & Supplies	5,000	5,150	150	3%
Advertising & Promotion	500		(500)	-100%
Equipment Maintenance & Supplies	2,500	9,000	6,500	260%
Equipment Rentals		1,000	1,000	
Memberships				
Insurance	11,372	12,771	1,399	12%
IT & IT Support	2,400		(2,400)	-100%
Telephone/Internet	1,500	4,000	2,500	167%
Desboro CC Expenses	106,333	111,671	5,338	5%
Total Desboro CC	95,333	97,536	2,203	2%
KEADY COMMUNITY CENTRE				
Hall Rental Revenue	(7,000)	(7,210)	(210)	3%
Ball Diamond Revenues	(500)	(515)	(15)	3%
Arena Rentals	(120,000)	(125,000)	(5,000)	4%
Miscellaneous Revenue	(1,000)		1,000	-100%
KCC - Recovery from Georgian Bluffs	(87,598)	(90,226)	(2,628)	3%
Keady CC Revenues	(216,098)	(222,951)	(6,853)	3%
Keady CC Staff Costs				
Keady CC Staff Costs	187,087	208,679	21,592	12%
Office Supplies	300	400	100	33%
Plant (Ice) Maintenance	20,000	20,600	600	3%
Hydro	40,000	55,000	15,000	38%
Clothing Allowance	500		(500)	-100%
Heat	13,000	13,390	390	3%
Building Maintenance & Supplies	19,000	19,000		
Conventions & Training	3,000	3,000		
Advertising & Promotion	1,200	1,236	36	3%
Equipment Maintenance & Supplies	8,000	13,500	5,500	69%
Memberships	425	438	13	3%
Insurance	10,984	12,335	1,351	12%
IT & IT Support	2,500		(2,500)	-100%
Mileage	500	515	15	3%
Telephone/Internet	2,200	4,200	2,000	91%
Keady CC Expenses	308,696	352,292	43,596	14%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Total Keady CC	92,598	129,342	36,744	40%
CHATSWORTH HUB				
Ball Diamond Revenues	(1,200)	(1,200)		
Chatsworth CC Revenues	(1,200)	(1,200)		
Hydro	850		(850)	-100%
Grounds Maintenance	3,000		(3,000)	-100%
Transfer to Reserve Funds	55,000	55,000		
Chatsworth CC Expenses	58,850	55,000	(3,850)	-7%
Total Chatsworth Community Centre	57,650	53,800	(3,850)	-7%
Total Recreation Facilities	249,555	285,298	35,743	14%
LIBRARY				
Grants - Other	(11,614)	(11,962)	(348)	3%
Library Revenues	(11,614)	(11,962)	(348)	3%
Contracted Services - Owen Sound	171,139	180,030	8,891	5%
Libraries - Contract - Markdale	19,957	20,556	599	3%
Library Expenses	191,096	200,585	9,490	5%
Total Library	179,482	188,623	9,141	5%
Total Recreation	751,058	824,288	73,230	10%
PLANNING AND DEVELOPMENT				
Planning - Admin Fees	(15,000)	(22,000)	(7,000)	47%
Planning - Severance Fee Revenues	(20,000)	(35,000)	(15,000)	75%
Planning - Zoning Fee Revenue	(10,000)	(35,000)	(25,000)	250%
Planning - Zoning Info Fees	(8,000)	(5,000)	3,000	-38%
Minor Variances	-	(6,000)	-	
Development Agreement	-	(6,000)	-	
Planning Revenues	(53,000)	(109,000)	(44,000)	83%
Salaries/Wages	37,478	33,850	(3,628)	-10%
Employer Payroll Costs	12,757	11,753	(1,004)	-8%
Planning Staff Costs	50,235	45,603	(4,632)	-9%
Professional Fees - Legal	2,000	1,000	(1,000)	-50%
IT & IT Support	7,200	7,200	-	
MDS Fees	-	2,450	2,450	
Contracted Services	42,000	50,000	8,000	19%
Planning Expenses	101,435	106,253	4,818	5%
Total Planning	48,435	(2,747)	(51,182)	-106%

The Township of Chatsworth
"Budget Summary Department"

	2023 Budget	2024 Budget	\$ Increase	% Increase
General Government				
Council	161,958	170,528	8,570	5.3%
Admin	574,626	695,801	121,175	21.1%
Economic Development	42,300	32,769	(9,531)	-22.5%
Other Revenue	(972,000)	(1,015,700)	(43,700)	4.5%
Total General Government	(193,116)	(116,602)	76,514	-40%
Protective Services				
Fire	464,243	457,417	(6,826)	-1.5%
Police	1,088,995	1,054,893	(34,102)	-3.1%
Conservation Authority	112,954	121,385	8,431	7.5%
Building Department	3,345	(0)	(3,345)	-100.0%
By-Law Enforcement	62,500	61,750	(750)	-1.2%
Dog Pound/Animal Control	(13,000)	(14,990)	(1,990)	15.3%
Total Protective Services	1,719,037	1,680,455	(38,582)	-2.2%
Transportation Services				
Roads	3,355,102	3,614,002	258,900	7.7%
Bridges and Culverts	66,060	88,881	22,821	34.5%
Traffic Operations and Roadside	101,500	113,643	12,143	12.0%
Gravel Pits	800	824	24	3.0%
Winter Control	475,375	576,259	100,884	21.2%
Streetlights	33,278	36,813	3,536	10.6%
Total Transportation Services	4,032,114	4,430,422	398,308	9.9%
Environmental Services				
Water	0	0	0	0.0%
Solid Waste Collection	90,000	73,107	(16,893)	-18.8%
Solid Waste Disposal	266,401	278,996	12,595	4.7%
Waste Diversion	113,000	156,820	43,820	38.8%
Total Environmental Services	469,401	508,923	39,522	8.4%
Health Services				
Cemeteries	31,507	50,072	18,565	58.9%
Recreation and Cultural Services				
Parks	322,021	350,367	28,346	11.4%
Recreation Facilities	249,555	285,298	35,743	19.9%
Libraries	179,482	188,623	9,141	1.2%
Total Recreation and Cultural Services	751,058	824,288	73,230	9.8%
Planning and Development				
Planning and Zoning	48,435	(2,747)	(51,182)	-105.7%
Tile Drainage	0	0	0	0.0%
Total Planning and Development	48,435	(2,747)	(51,182)	-105.7%
Net Tax Levy	6,858,436	7,374,810	516,375	7.53%

**The Township of Chatsworth
2024 Budget Summary by Function**

	2023	2024	\$ Increase	% Increase
Grants	(946,114)	(930,842)	15,272	-2%
Own Source Revenues	(1,689,653)	(2,120,178)	(430,525)	25%
Transfer From Reserves	(580,521)	(277,313)	303,209	-52%
Total Revenues	(3,216,288)	(3,328,333)	(112,045)	3%
Staff Costs	2,741,911	2,945,294	203,383	7%
Materials and Supplies	2,200,949	2,409,611	208,662	9%
Contracted Services	2,994,732	3,096,116	101,384	3%
Donations	35,000	73,300	38,300	109%
Rents and Financial Expenses	215,873	332,374	116,501	54%
Transfers to Reserves	1,751,620	1,736,449	(15,171)	-1%
Transfer to Other Municipalities	134,639	110,000	(24,639)	-18%
Total Expenses	10,074,724	10,703,143	628,420	6%
Total	6,858,436	7,374,810	516,375	7.53%

Township of Chatsworth
By-law 2024-09
Schedule B

Township of Chatsworth 2024 Capital Budget											
Department	Description	Location	2024 Capital Budget	2025 Capital Budget	2026 Capital Budget	Sources of External Financing					
						Grants	Gas Tax	Other	Reserves	Reserve Funds	L/T Debt
Fire											
5411	Bunker Gear Annual Replacement(3 Sets)		9,000						9,000		
5411	Air Bag Lift Kit		9,200					9,200			
	Subtotal		18,200					9,200	9,000		
PW - Bridges											
5652	Gordon Lang Structure 4		600,000			386,345					213,655
	Subtotal		600,000			386,345	-		-		213,655
PW - Equip/Vehicle											
5702	2008 Cat Grader Replacement			625,000							625,000
5702	2013 Western Star Tandem Plow Truck Replacement (X2)				780,000						780,000
5702	Sidewalk Machine		85,000						85,000		-
	Subtotal		85,000	625,000	780,000	-	-	-	85,000	-	1,405,000
PW - Roads											
	2024 Asphalt Program		1,280,000					222,596	1,057,404		-
	2024 Surface Treatment Program		810,000						810,000		-
	Subtotal		2,090,000			-	222,596	-	1,867,404	-	-
PW Facilities											
5630	Handrail Installation	Holland Shop	10,000						10,000		-
5630	Workyard Drainage	Holland Shop	10,000						10,000		-
5630	Main Shop Bollard Replacement	Holland Shop	5,000						5,000		-
5630	Steel Siding Replacement	Sullivan Shop	10,000						10,000		-
5630	Office Flooring Replacement	Sullivan Shop	10,000						10,000		-
	Subtotal		45,000			-	-	-	45,000	-	-
Recreation											
5924	Keady BCA Projects		227,000						227,000		-
5920	Ice Resurfacers		100,000						100,000		-
5923	Desboro BCA Projects		10,000						10,000		-
	McCullough Lake		15,000						15,000		-
5927	Williamsford CC		5,000						5,000		-
	Subtotal		357,000			-	-	-	357,000	-	-
Cemetery											
5926	Cemetery Tree Service		6,500						6,500		-
	Subtotal		6,500			-	-	-	6,500	-	-
Total			3,201,700	625,000	780,000	386,345	222,596	9,200	2,369,904	-	1,618,655

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-10

BEING a By-law to authorize the Mayor and Deputy Clerk to enter into a Municipal Participation Agreement with The Corporation of the City of Owen Sound to participate in the 2024 Hazardous and Special Products (HSP) Waste Program

WHEREAS the Corporation of the Township of Chatsworth deems it desirable to enter into an Agreement with The Corporation of the City of Owen Sound to participate in the 2024 Hazardous and Special Products (HSP) Waste Program;

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

1. That the Mayor and Deputy Clerk of the Township of Chatsworth are hereby authorized to sign a Municipal Participation Agreement with The Corporation of the City of Owen Sound to participate in the 2024 Hazardous and Special Products (HSP) Waste Program, a copy of which is attached hereto as Schedule "A", and is hereby declared to form part of this by-law.
2. This by-law shall come into force and take effect on the date of its final passing.

READ a first and second time this 7th day of February, 2024.

READ a third time and finally passed this 7th day of February, 2024.

Scott Mackey, Mayor

Tyler Zamosny, Deputy Clerk

CITY OF OWEN SOUND
2024 HAZARDOUS AND SPECIAL PRODUCTS (HSP)
WASTE PROGRAM
MUNICIPAL PARTICIPATION AGREEMENT

This agreement between **The Corporation of the City of Owen Sound** and

_____ located at _____
(Municipality) (Street Address)
in _____
(Town, Province, Postal Code)

for the collection of Hazardous and Special Products (HSP) Waste at the Owen Sound Public Works Building, HSP Depot located at 1900 20th Street East, Owen Sound Ontario N4K 5N6 .

Residential Hazardous and Special Product Waste will only be accepted on the following 2024 HSP days:

- Saturday, April 20, 2024
- Saturday, May 11, 2024
- Saturday, June 15, 2024
- Saturday, July 15, 2024
- Saturday, August 13, 2024
- Saturday, September 14, 2024
- Saturday, October 5, 2024
- Saturday, October 19, 2024

The hours of operation are from 9:00 a.m. to 2:00 p.m. We will not accept waste after 2:00 pm and cannot accept Hazardous and Special Product Waste on any other days.

This agreement does not include any material generated from Industrial, Commercial, Institutional or Farm operations, which are not accepted at the Hazardous and Special Product Waste Day Events. Other hazardous material that we are not able to accept includes; materials containing PCB's (e.g., fluorescent light ballasts), infectious wastes (e.g., old syringes), radioactive wastes (e.g., smoke detectors, carbon monoxide detectors), explosives, ammunition, or flares.

Hazardous and Special Product Waste in a broken or leaky containers or does not have any identification labels on it will **not** be accepted.

Confirmation of your participation must be received by the City of Owen Sound by Friday March 8, 2024.

The \$1,565, plus applicable taxes, Administration Fee may be attached to this agreement, or the City can invoice the participating municipality for that amount. The City of Owen Sound will invoice the participating municipality \$60.00, plus applicable taxes, for each 56 liters of HHW carried by vehicles originating from that municipality.

The City will not accept payment by individuals delivering Hazardous and Special Product Waste to the Depot.

Reimbursement payments made to the City on behalf of Producers will be redistributed to participating municipalities based on the number of vehicles from each municipality. The reimbursements will be redistributed once the City receives the full season's revenue as subject to legislation.

This agreement is for the 2024 calendar year only. Either party may terminate this agreement with 20 days written notice to the other party. Any outstanding charges must be paid in full upon termination of the agreement.

\$1,565 Administration Fee enclosed

Please invoice the municipality for the Administration Fee

Please submit two (2) signed copies of this agreement. A countersigned copy of the agreement will be returned to you once the enabling by-law has been approved by City Council.

On behalf of the Municipality/Township of _____, I/we understand and agree to the above terms and conditions.

Dated this _____ day of _____, 2024.

(Name)

(Title)

(Signature)

(Name)

(Title)

(Signature)

On behalf of the City of Owen Sound:

Ian Boddy, Mayor

Briana Bloomfield, City Clerk

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-11

BEING a By-law to authorize temporary borrowing to meet the current expenditures of the municipality for the year ending December 31, 2024

WHEREAS the provisions of the *Municipal Act, 2001, S. O. 2001, c. 25, Section 407*, permit a municipality to authorize temporary borrowing, until the taxes are collected and other revenues are received, of the amount the municipality considers necessary to meet the current expenditures of the municipality for the year; and

WHEREAS the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest, except with the approval of the Ontario Land Tribunal, is limited;

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

1. At any time during a fiscal year, the Mayor and the Treasurer may authorize temporary borrowing, until the taxes are collected and other revenues are received, of the amount the municipality considers necessary to meet the current expenditures of the municipality for the year, including amounts required in the year for:
 - (a) reserve, sinking and retirement funds;
 - (b) principal and interest due on any debt of the municipality;
 - (c) school purposes;
 - (d) other purposes the municipality is required by law to provide for; and,
 - (e) the amount of principal and interest payable by a person or municipality primarily liable for a debt, if the municipality has guaranteed the debt and the debt is in default.
2. Except with the approval of the Ontario Land Tribunal, the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest shall not exceed:
 - (a) from January 1 to September 30 in the current year, 50 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year; and,
 - (b) from October 1 to December 31 in the current year, 25 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year.
3. Until the budget is adopted in a year, the limits upon borrowing under Section 2 shall temporarily be calculated using the estimated revenues of the municipality set out in the budget adopted for the previous year.
4. In Sections 2 and 3, estimated revenues do not include revenues derivable or derived from:
 - (a) arrears of taxes, fees or charges; or,
 - (b) a payment from a reserve fund of the municipality, whether or not the payment is for a capital purpose.
5. The lenders from whom amounts may be borrowed under authority of this By-law shall be Bank of Montreal and such other lender(s) as may be determined from time to time by resolution of Council.

6. The lender is not responsible for establishing the necessity of temporary borrowing or the manner in which the borrowing is used.

READ a first and second time this 7th day of February, 2024.

READ a third time and finally passed this 7th day of February, 2024.

Scott Mackey, Mayor

Tyler Zamoszny, Deputy Clerk

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-08

BEING a By-law for the imposition and collection of fees and charges for certain Municipal Services and Activities

WHEREAS Section 391 of the Municipal Act, 2001, S.O. 2001, c. 25 authorizes a municipality to impose fees or charges on persons for services or activities, for costs payable for services or activities and for the use of property including property under its control; and

WHEREAS Section 398 of the Municipal Act, 2001, S.O. 2001, c. 25 provides that fees and charges imposed by a municipality on a person constitute a debt of the person to the municipality; and further that the Treasurer of a municipality may add fees or charges to the tax roll and collect them in the same manner as municipal taxes; and

WHEREAS Section 7 of the Building Code Act, 1992, S.O. 1992, c. 23 provides that a municipality may require the payment of fees on applications for and issuance of building permits and prescribing the amounts thereof; and

WHEREAS Section 69(1) of the Planning Act, R.S.O. 1990, c. P.13, provides that the Council of a municipality by By-law may prescribe a tariff of fees for the processing of applications made in respect of planning matters; and

WHEREAS the Council of the Corporation of the Township of Chatsworth deems it expedient to pass such a By-Law to implement the various fees and service charges;

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

GENERAL

1. The fees and charges for Township services, set out in the following Schedules of this By-law are hereby approved and deemed to form part of this By-law:

Schedule "A"	Administrative Services
Schedule "B"	Licensing
Schedule "C"	Dogs & Kennels
Schedule "D"	Building
Schedule "E"	Fire and Emergency Services
Schedule "F"	Public Works
Schedule "G"	Planning and Development
Schedule "H"	Sewage/Waste Water Services
Schedule "I"	Recreation
Schedule "J"	Waste and Diversion Services
Schedule "K"	Cemeteries
Schedule "L"	By-law Enforcement

2. No request by any person for any information, activity or use of Township property described in the Schedules to this By-law will be processed or provided by the Township, unless and until the person requesting the service has paid the applicable fees in the prescribed amount as set out in the Schedules attached hereto.
3. Any fees and charges or a portion thereof that remain unpaid, interest at the rate of 1.25% shall be charged on the first of each month thereafter until the account is paid in full. If the fees remain unpaid at April 1st of the year following, the fees, any interest and a transfer administration fee of \$50.00 will be added to the tax roll in the next year, on the real property of the owner.

4. That any cost associated with the collection of unpaid fees shall be charged at a rate of \$40.00 per hour.
5. The fees listed in the Schedules to this By-law will be subject to Harmonized Sales Tax (HST), where applicable.
6. A person may pay any fees and charges imposed under this By-law by cash, cheque, certified cheque, or by interact banking card.
7. That the Council of the Township of Chatsworth may from time to time amend the fees and charges in this By-law pursuant to the Township's Notice Provision Policy.
8. All charges payable under this By-law including taxes, interest and collection costs constitute a debt of the person or persons charged and if unpaid, where permissible, shall be added to the tax roll for any property in the Township of Chatsworth owned by such person or persons and may be collected in the same manner as taxes.
9. Payment for any fee or charge listed herein or otherwise charged by the Township that is returned by a financial institution for any reason will be subject to the "NSF – Returned Cheque Fee" set out in Schedule "A" of this By-law which shall form part of the fees and charges owing.

Repeal

10. That By-laws 2020-91, 2023-46, and all other preceding fees & charges By-laws be hereby repealed.

Enactment

11. This By-law shall come into full force and effect as of April 1, 2024 unless specifically indicated on the Schedules attached hereto.

READ a first and second time this 7th day of February, 2024

READ a third time and finally passed this 7th day of February, 2024

Scott Mackey, Mayor

Tyler Zamostny, Deputy Clerk

SCHEDULE "A" ADMINISTRATIVE SERVICES

DESCRIPTION	FEE
Freedom of Information Requests	As per MFIPPA
GENERAL	
Commissioning Signatures - includes but not limited to vehicle ownership transfers, out of country pension	\$30.00
Commissioning Signature - Municipal Applications	N/C
Certification of Photocopied Documents	\$20.00
Fax	\$2.50 per page
Photocopies	\$1.00 per page
N.S.F. fee for returned cheques	\$45.00
Search of Records *Excludes FOI requests	\$45.00 per hour
History Books	\$5.00
Death Registration Admin Fee (out of town death)	\$25.00
Rental of Council Meeting Room, per day	\$30.00
Title Abstract Search	\$100.00
SOLEMNIZATION OF MARRIAGES	
Marriage Solemnization (Officiant's Fee)	\$250.00
TAXATION	
Tax Certificates	\$100.00
Tax Certificate Requests required in less than 48 hours	Additional \$20.00
Change of Ownership	\$45.00
Tax Arrears Notice Fees, mailed quarterly	\$6.00 per notice
Interest on all accounts and charges other than taxes	1.25% per month
Duplicate Tax Bill issued to same owner	\$10.00
Mortgage Company Fee, per property, per Tax Billing cycle	\$15.00
Statement of Taxes	
Current to 3rd Year	\$15.00
More than 3 Years History where available	\$25.00
Tax Registration Fees	
Upon Original Registration	\$500.00
Upon Final Registration	\$1,000.00
Additional fees include all disbursements - postage, registration costs and any third party fees	
Admin Fee - to transfer unpaid accounts to taxes	\$30.00

SCHEDULE "B" LICENSING

DESCRIPTION	FEE
LOTTERIES	
License to conduct Lottery	3% of the Prize Value
Local Community are a flat rate and include (Legion, Minor Sports, Community Clubs, Firefighters)	\$30.00 Flat Rate for Local Community Groups
MARRIAGES	
Marriage License	\$175.00
AUTO SALVAGE YARDS	
Wrecking Yard License Renewal	\$300.00
Wrecking Yard License - New Wrecking Yard	\$1,500.00
TRANSIENT TRADERS	
Chip Wagon License	Fees below apply plus hydro and water usage to be billed separately
New Application (with Twp. hydro requirements)	\$500.00
New Application (no Twp. hydro requirements)	\$400.00
Renewal Fee (with Twp. hydro requirements)	\$350.00
Renewal Fee (no Twp. hydro requirements)	\$250.00
Transient Trader (Annual)	\$450.00
Transient Trader (One Day)	\$250.00
Retail Exhibition Show	\$250.00

SCHEDULE "C" DOGS & KENNELS

DESCRIPTION	FEE	
DOG CONTROL		
<p>Dog Tags are now permanent. Annual license runs from Jan. 1 to Dec. 31st. Licenses are not pro-rated to time of purchase. Invoices are mailed out in January of each year.</p>	Before March 1st	After March 1
First Dog	\$20.00	\$30.00
Second Dog	\$45.00	\$50.00
Third Dog	\$100.00	\$100.00
Replacement Tags	\$10.00	\$10.00
THIRD PARTY FEES		
<p>Additional Charges may apply that are recoverable from the dog owner as a result of enforcement of the Township's Animal Control By-law. These charges may include but are not limited to impounding fees - boarding, enforcement call-out, disposal and quarantine fees. These fees are in addition to any fines levied against the owner.</p>	Full Cost Recovery	
KENNELS (BREEDING OR BOARDING COMMERCIAL KENNELS AND PERSONAL SHOW DOG KENNELS)		
Facility for a maximum of twelve dogs	<p style="text-align: center;">New Application: \$1,100.00 (includes inspection by canine control) plus up to twelve tags at \$10.00 per tag. Fee does not include Zoning Application - See Schedule "G".</p> <p style="text-align: center;">Annual Renewal: \$300.00 (includes inspection by Canine Control Officer) plus up to twelve tags at \$10.00 per tag</p>	
KENNELS (HUNTING AND PREDATOR CONTROL)		
Facility for a maximum of ten dogs to be used for hunting and predator control only.	New Application - \$400.00 (Includes Inspection Fees)	
Personal Use Kennels who have received licenses prior to 2023 may continue to apply for a Kennel License. As of December 31, 2023 there is only one registered personal use Kennel.	Renewal - No Charge (Must still apply annually for license)	

SCHEDULE "D" BUILDING

CLASS OF PERMITS SERVICE	FEES
Compliance Letters	\$175.00
Minimum Permit Fee	\$250.00
Change of Use Permit	\$300.00
Transfer of Permit to new Owner	\$200.00
Administrative Fee (Building Without a Permit)	2 X Permit Value or \$600.00 whichever is greater
Non-Refundable Application Fee	\$200.00
Re-Inspection Fee	\$125.00
Revision to an Existing Permit	\$200.00
Demolition Permits	\$200.00
Third Party Costs	Cost Recovery
Admin file search fee	\$40.00 per hour
BUILDING PERMITS	
Residential - New, additions, all floors, including basements	\$0.60/Sq. Ft.
Residential Accessory - detached garage, carport, accessory buildings, alterations	\$0.60/Sq. Ft
Residential - Renovations	\$15.00/\$1,000.00 value
Mobile Homes - Temporary Use (Must enter into agreement with municipality plus deposit)	\$250.00
Decks	\$.50 Sq. Ft
Swimming Pool/Enclosure Area	\$250.00
Solid Fuel Fireplace/Heating Plant	\$175.00
Agricultural (includes new buildings, additions, manure tanks, and granaries)	\$0.40/Sq. Ft.
Silos, grain bins	\$300.00
Industrial /Commercial/Institutional (new, addition, renovation)	\$12.00/\$1,000.00 Construction Value
Tent (over 645 Sq. Ft. 60m2)	\$100.00
Industrial Wind Turbine Permit for works on Municipal right of way	\$6,600.00 plus a security deposit of \$20,000.00
Industrial Wind Turbine Municipal Consultation for Renewable Energy Project *Fees are not attributed to those proponents who are generating energy less than or equal to 3kw	\$5,100.00 plus \$10,000.00 deposit or actual expense for outside consultants
SEWAGE	
Private Sewage Disposal System - Class 2	\$300.00
Private Sewage Disposal System - Tank Replacement	\$300.00
Private Sewage Disposal System - Renovate	\$525.00
Private Sewage Disposal System - Class 4 & 5	\$700.00
Septic Review	\$200.00
Septic Review (multiples)	\$130.00/unit
Septic Compliance Letter	\$125.00
Decommissioning of Septic Systems	\$175.00
BY-LAW ENFORCEMENT	
Illicit Drug Facility/Crop Inspection	\$500.00 plus costs
REFUND	
No refund is given if permit has been issued	

SCHEDULE "E" FIRE AND EMERGENCY SERVICES

DESCRIPTION	FEE
Fire Compliance Letters - Residential	\$75.00
Fire Compliance Letters - Commercial/Industrial/Multi-Residential	\$185.00
Residential Inspection Fees	\$80.00
Commercial /Industrial Inspection Fees	\$90.00
Control Burn Fees	Cost Recovery Basis (MTO Rates for vehicles)
Open Air Burn Permit (required for any open air burn 1 metre or larger, including applicable fire pits)	N/C
False Alarms Fees	Current MTO rate for 1 Fire apparatus for 1 hour
Call-out to set fires not in compliance with By-law(s)	Current MTO rate for first hour - cost recovery thereafter including firefighter hourly rate and \$150.00 per hour for each emergency response vehicle
Emergency Services on Roadways, Waterways, Railways and Trails in the Municipality. Owners of motor vehicles which are involved in a motor vehicle accident within the boundary of the Township that requires the Fire Dept. to respond to the scene, will be invoiced firstly to the owner's insurance provider. In the case where there is no insurance, the owner shall be billed directly.	Current MTO rate per unit per hour or portion thereof for each unit Cost Recovery on third party billings
Copies of Fire Department Incident Reports	\$85.00
Fire Station Meeting/Classroom Rental	\$125.00 per day/\$30.00 per hour
Third Party Services (Contractors) at Incidents: i.e.: Backhoe, excavator, towing, waste removal	Cost Recovery billed direct or billed back at contractors cost
Indemnification Technology (3rd party cost recovery)	In accordance with indemnification
Administration Fee	\$55.00
Water Usage Cost Recovery	see water rates

SCHEDULE "F" PUBLIC WORKS

DESCRIPTION	FEE
Entrance Permit	App. Fee - \$500.00 Damage Deposit \$2,000.00
Entrance Permit Confirmation	\$85.00
Road Crossing Permits	Fee - \$500.00 Damage Deposit \$5,000.00
Wide Load Permits - For Transporting wide loads along the Township Road Allowances	Damage Deposit - \$1,000.00 App. Fee \$150.00
Industrial Wind Tower Entrance Permit	\$5,500.00 plus damage deposit of \$55,000.00 for road, \$135,000.00 for road with box culvert and \$220,000.00 for road with bridge. Issuance of an Entrance Permit shall be permitted only with Council approval.
Application for Exemption to Reduced Load By-law 2019-22	\$125.00
Civic Addressing	New or Replacement Sign - \$250.00 (Township Installs) Replacement Blade - \$100.00 Replacement Stake \$30.00
Tile Drainage Inspection fee	\$125.00
Drainage Reapportionment Agreement	\$250.00
Haul Route Agreements	\$5,000.00 plus disbursements

SCHEDULE "G" PLANNING AND DEVELOPMENT

DESCRIPTION	FEE
Deposits - Planning Act Applications requiring a deposit	
All deposits must be paid at the time of submitting an application. Administration fees to be deducted immediately. The balance of deposits are required for legal costs, planning consultant fees, postage, registration of documents and any other disbursement as may be required.	
Pre-Consultation Review Fee	\$500.00
Additional Public Meetings	\$250.00 per meeting
Property Inquiry	\$200.00
COMMITTEE OF ADJUSTMENT	
Severance Fee - includes mandatory pre-consultation	\$3,000.00
Cancellation Certificate	\$600.00
Minor Variances	\$2,000.00
ZONING AMENDMENTS	
Zoning Amendment Application	\$3,500.00
Temporary Use Permit	\$1,800.00
Remove Holding Symbol	\$1,200.00
Re-Circulation Fee (all applications)	\$250.00
MDS Calculation Report	\$175.00
Request for Deferral of Application	\$250.00
Zoning Compliance Certificate	\$150.00 Requests less than 48 hours - Additional \$20.00
PLAN OF SUBDIVISION	
Plan of Subdivision - Agreement	\$4,000.00 plus disbursements billed at cost
Subdivision Amending Agreement	\$2,500.00
Certificate of Compliance - Plan of Subdivision	\$150.00
Extension to Draft Approval	\$600.00
Acceptance of Municipal Infrastructure	Disbursements, including engineering review
Release of Subdivision Agreement	\$500.00 plus disbursements
Deeming By-law	\$1,000.00
SITE PLAN CONTROL - (SECURITY DEPOSIT MAY BE REQUIRED)	
Site Plan Application - Minor	\$1,700.00
Site Plan Application - Major	\$3,500.00
Amend Site Plan Agreement	\$1,200.00
Site Plan Agreement Certificate of Compliance	\$200.00
Release of Site Plan Agreement	\$300.00 plus disbursements
PART LOT CONTROL	
Application	\$1,200.00
OTHER FEES	
Lot Grading	\$2,000.00 Deposit paid at time of building application - less \$500.00 Review Fee
Copy of (Comprehensive) Zoning By-law	\$100.00
Change of Use Permit	\$300.00
Disposal of Surplus Lands	Sale price as determined by Council.

Encroachment Agreement	\$2,000.00
Request to Change conditions of Provisional Consent	\$250.00
Other development Applications and Agreements Accessory Building Prior to Main Use	\$2,000.00 Fee Plus \$3,000.00 Security deposit
SITE ALTERATION (FILL PLACEMENT)	
Fill less than 500 m3	\$70.00 (permit requirement may be waived as per Site Alteration By-law Delegated Authority)
Fill Greater than 500 m3 but less than 2,000 m3	\$500.00 Plus Security Deposit of \$2,000.00 (permit requirement may be waived as per Site Alteration By-law Delegated Authority)
Extension of permit for fill 500 m3 or less	\$150.00 Deposit remains with the Township until extended period has lapsed
Fill greater than 2,000 m3	\$2,000.00 Plus Security Deposit of \$5,000.00 per hectare of Site Alteration Area plus \$5,000.00 damage deposit including mud tracking and dust control measures
Preparation of Site Alteration Agreement	Medium Scale (250-2,000 cubic metres) \$1,000.00 Large Scale - (over 2,000 cubic metres) \$2,500.00
Amendment to Site Alteration Agreement	Large Scale - \$1,000.00
Any other costs incurred in excess of the fees listed above will be charged at a full cost recovery basis.	

SCHEDULE "H" SEWAGE/WASTE WATER SERVICES

DESCRIPTION	FEE
<p>Sewage/Wastewater Disposal Fee for "Sunset Strip" Commercial customers producing less than 13,500 gallons of sewage/wastewater per month with a Contract signed prior to January 1, 2011.</p> <p>Sewage/Wastewater Disposal Fee for "Sunset Strip" Commercial customers producing more than 13,500 gallons of sewage/waste water per month with a Contract signed prior to January 1, 2011</p>	<p style="text-align: center;">\$120.61 per load on the first 2,000 gallons of plus \$9.39 per m3 on additional</p> <p>Note: \$20.00 per load shall be transferred into capital reserve .3.2 cents/gallon plus a \$90.00 per month administration fee</p> <p>Note: \$20.00 per month per customer shall be transferred into a capital reserve.</p>
<p>Sewage/Wastewater penalty charges for exceeding Allotment under Sewage/Wastewater disposal agreement</p>	<p>6.3 cents/gallon (13.86/m3)</p>
<p>Sewage Disposal Fee charged to approved Haulage Contractors for disposal of domestic sewage at the Bio-Digester</p>	<p>\$25.00/m3</p>
<p>Other materials accepted at the Bio-Digester will be charged a tipping fee according to the rate set by the Joint Management Committee and approved by Council.</p>	

SCHEDULE "I" RECREATION	
DESCRIPTION	FEE
KEYS FOR ACCESS TO THE PUBLIC BOAT LAUNCH	
McCullough Lake	\$60.00 for 2 years plus \$50.00 capital charge
Williams Lake	\$50.00
ICE RENTALS - standard ice rental includes 10 minute flood time	
Prime Time Ice (Prime Time Ice is from Monday to Friday 6:00pm to 11:00pm and Saturday 1:00pm to 11:00pm and all day Sunday)	\$145.00
Non-Prime Time Ice (Non-Prime Time Ice is Monday to Friday 6:00am to 6:00pm and Saturday 6:00am to 1:00pm)	\$120.00
Chatsworth Minor Hockey, Chatsworth Figure Skating, Youth Broomball	\$120.00
Non-Resident Minor Hockey fee	\$100.00 per player (excluding Georgian Bluffs as they contribute to operating costs)
Adult Broomball	\$130.00
Public Skating	\$3.00 Family Rate - \$8.00
Out of Town Minor Sport Ice Rentals	\$145.00
Local School Skating (Holland-Chatsworth, Sullivan)	\$55.00
ARENA FLOOR - SPORTING - NO ICE	
Sporting Groups	\$50.00 per hour
Pickleball	\$20.00 season or \$2.00 per visit per person
BALL DIAMOND RENTALS (Desboro, Keady, Chatsworth)	
ADULT TEAMS	
Seasonal Rate - lights	\$380.00 per team
Seasonal Rate - No lights - Game to be completed by 8:30pm	\$255.00 per team
Diamond Rate	\$45.00 per game no lights \$51.00 per game with lights
Tournament Rates	
Saturday/Sunday	\$400.00
Saturday OR Sunday Day	\$250.00
Friday Night	\$50.00
MINOR TEAMS	
Seasonal Rate - lights	\$175.00
Seasonal Rate - No lights - Game to be completed by 8:30pm	\$125.00
Diamond Rate	\$30.00 per game
Tournament Rates	
Saturday/Sunday	\$140.00
Saturday OR Sunday Day	\$90.00
Friday Night	\$30.00
HALL / MEETING ROOM RENTALS (Desboro and Keady Arena Facilities)	
Desboro Community Centre	
Boardroom - Unlicensed	\$90.00 per day or \$150.00 per hour up to 3 hours
Boardroom - Licensed	\$125.00
Keady Community Centre	
Hall Unlicensed	\$350.00 per day or \$150.00 per hour up to 2 hours
Hall Licensed	\$450.00
Upper Room - Unlicensed	\$50.00 per day or \$30.00 per hour up to 2 hours
Upper Room - Licensed	\$150.00
Arena Floor - Desboro or Keady - Unlicensed	\$500.00
Arena Floor - Desboro or Keady - Licensed	\$500.00
OTHER	
Kitchen Rental - Any Facility	\$85.00
Hall Set up - Tables, Chairs	\$100.00
Security Deposit Required for All Licensed Events	\$500.00
For facility uses (hall rentals, ice rentals or outdoor spaces) that play music, Socan and Resound fees may apply. These are dependent upon the type of event and the capacity of the facility but can range from \$22-50 plus applicable taxes. Details are available when booking the facility.	
This is a third-party fee that is remitted directly to Entandem.	

SCHEDULE "J" WASTE AND DIVERSION SERVICES

DESCRIPTION	FEE
Bag Tags	\$3.00 for all tags (no untagged bags permitted as of April 1, 2024)
SULLIVAN TRANSFER STATION	
Clean Fill	N/C
Bagged Household Garbage	\$3.00 per bag, \$5.00 minimum
Fridges, Freezers, Air Conditioners, Water coolers etc. (Freon-free with MOE tag)	\$0.00
Fridges, Freezers, Air Conditioners, Water coolers etc. (Freon Not removed)	\$30.00
Recyclable items, as per contractor	N/C
Sorted Domestic, Commercial & Industrial materials including construction materials, dirty wood products, asphalt shingles	\$150.00 per Tonne \$5.00 Minimum fee per load
Unsorted Domestic, Commercial & Industrial materials	\$250.00 per Tonne \$10.00 Minimum fee per load
Contaminated Soil (per MECP guidelines and municipal engineer approval)	\$320.00 per Tonne
Contaminated Soil (from other municipalities) per MECP and municipal engineer approval	\$640.00 per Tonne
Garage Sale Items Placed in Recycling Building Over 3 loads	\$5.00 Minimum Fee
Brush over 100 Pounds (50Kgs)	\$10.00 flat fee
Tires	\$0.00
Mattresses	\$25.00 each
Sofas/Large Furnishings	\$25.00 each
Solid wood furniture (no upholstery)	\$15.00 per item
Non-steel household furniture and bulky items	\$15.00 per item
Custom Weighing during normal hours of operation (gross and tare)	\$10.00 per Vehicle
Special Opening (24 Hour Notice)	\$140.00 flat fee to open plus \$40.00/hour for each additional hour

SCHEDULE "K" CEMETERIES

DESCRIPTION	FEE
LOTS:	
Single Lot - 1 interment or 4 cremains or 1 interment and two cremains Single Cremation Lot - 2 cremains	\$1,000.00 plus Care and Maintenance Fee as Approved by BAO at time of purchase \$400.00 plus Care and Maintenance Fee as Approved by BAO at time of purchase
OPENING AND CLOSING FEES	
Full Grave Opening	\$800.00 + \$85.00 locate fee
Cremation Lot Opening	\$375.00 + \$85.00 locate fee
Service Charge for Statutory Holiday and Sunday Burials	Fees as above plus \$325.00 per grave
LOCATE FEE	
Lot & Monument Marking	\$85.00
CORNERPOSTS	
Mandatory at Time of Lot Purchase	\$125.00
TRANSFER OF INTERMENT RIGHTS	
Transfer of Interment Rights	\$40.00 with documentation \$250.00 without documentation
DISINTERMENT	
Full Casket	\$1,500.00
Cremains	\$450.00
FOUNDATIONS AND MARKERS	
Foundation installation	Cost Recovery
Marker Care and Maintenance Fees	As approved by BAO at time of purchasing service

SCHEDULE "L" BY-LAW ENFORCEMENT

DESCRIPTION	FEE
Application for Exemption to Noise By-law	No Fee
PROPERTY STANDARDS AND TIDY YARDS ADMINISTRATION FEES	
Initial First Inspection	N/C
Second Offence Inspection	\$150.00
Third Offence Inspection	\$300.00
Appeal property Standards order to the Property Standards Committee	\$250.00
Appeal a Property Standards Committee decision to the Superior Court. Attend hearing of the Property Standards Committee or Superior Court of Justice - Where the order is not quashed on appeal, for each Property Standards Officer who attends a hearing before the property Standards Committee or Superior Court of Justice	\$300.00 \$50.00 per hour plus mileage at the Township's mileage rate in effect at the time.
Inspections where owner fails to comply with an Order - Owner who failed to comply with a confirmed Order shall pay a fee for each inspection to determine if contraventions of the by-law observed on an initial inspection have been corrected where the contraventions have not been remedied by the time provided for in the said order.	\$100.00 per inspection plus mileage
Register conviction for breach of any order	\$600.00 plus disbursements
Order has been registered and requires discharge	\$600.00 plus disbursements
Certificate of Compliance	\$200.00

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-09

BEING a By-Law to Adopt the 2024 Operating and Capital Budgets

WHEREAS Section 290 of the *Municipal Act, S.O. 2001, Chapter 25*, provides that a local municipality shall in each year prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality; and

WHEREAS the Council of the Corporation of the Township of Chatsworth has given notice of the adoption of the 2024 Municipal Operating and Capital Budget; and

WHEREAS the Council of the Corporation of the Township of Chatsworth has prepared such an estimate of all sums required during the year of 2024;

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

1. The estimate of all sums required for Township purposes for the Corporation of the Township of Chatsworth is hereby adopted.
2. That the Municipal Operating Budget estimates for the year 2024 as presented in Schedule "A" are hereby adopted, attached hereto, and form part of this By-law.
3. That the Municipal Capital Budget estimates for the year 2024 as presented in Schedule "B" are hereby adopted, attached hereto, and form part of this By-law.
4. This By-law shall come into full force and effect upon the final passing thereof.

READ a first and second time this 7th day of February, 2024.

READ a third time and finally passed this 7th day of February, 2024.

Scott Mackey, Mayor

Tyler Zamosny, Deputy Clerk



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
GENERAL GOVERNMENT				
COUNCIL				
Donation Revenue		(40,000)	(40,000)	
Transfer From Reserves	(35,000)	(33,300)	1,700	-5%
Council Revenues	(35,000)	(73,300)	(38,300)	109%
Total Wage Costs	130,168	134,546	4,378	6%
Conventions & Training	8,500	10,000	1,500	18%
Election Expenses		2,100	2,100	
Advertising & Promotion		150	150	
Memberships		1,200	1,200	
Insurance	5,790	6,502	712	12%
Meeting Expenses	1,000	2,000	1,000	100%
IT & IT Support	1,000	1,030	30	3%
Mileage	3,000	3,500	500	17%
Miscellaneous Expense	5,500	2,500	(3,000)	-55%
Donations Made	35,000	73,300	38,300	109%
Transfer to Reserves	7,000	7,000		
Council Expenses	196,958	243,828	46,870	24%
Total Council	161,958	170,528	8,570	5%
ADMIN				
Death Registration Fees	(1,000)	(1,030)	(30)	3%
Marriage License Fees	(1,000)	(1,030)	(30)	3%
Freedom of Information Requests	(10)	(10)	(0)	3%
Licensing Fee Revenues	(2,600)	(3,000)	(400)	15%
Ownership Changes	(8,000)	(8,500)	(500)	6%
Tax Arrears Notices	(11,000)	(11,330)	(330)	3%
Mortgage Company Fees	(8,000)	(8,240)	(240)	3%
Penalty & Interest Revenue	(150,000)	(150,000)		
Interest Earned	(135,000)	(240,000)	(105,000)	78%
Miscellaneous Revenue	(5,000)	(5,000)		
Interdepartmental Revenues	(15,000)	(15,000)		
Tax Sale Admin Fee Revenues	(1,000)	(1,030)	(30)	3%
Tax Certificates	(13,500)	(13,905)	(405)	3%
Transfer from Reserves	(100,000)	(50,000)	50,000	-50%
Rate Stabilization Reserve	(45,000)		45,000	-100%
Admin Revenue	(496,110)	(508,075)	(11,965)	2%
Total Staffing Costs	684,281	733,685	49,404	7%
Office Supplies	15,000	15,000		
Cleaning Services	6,000	6,000		
Hydro	6,000	5,000	(1,000)	-17%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Clothing Allowance	2,000	4,000	2,000	100%
Heat	2,000	3,000	1,000	50%
Building Maintenance & Supplies	8,000	8,000		
Conventions & Training	10,000	10,000		
Advertising & Promotion	4,000	4,000		
Equipment Maintenance & Supplies	4,000		(4,000)	-100%
Equipment Rentals	5,000	6,000	1,000	20%
Memberships	6,600	7,800	1,200	18%
Professional Fees - Audit	35,000	53,000	18,000	51%
Professional Fees - Other	40,000	25,000	(15,000)	-38%
Professional Fees - Legal	15,000	15,000		
Insurance	45,866	51,508	5,642	12%
Meeting Expenses	500	515	15	3%
Postage/Courier	21,000	20,000	(1,000)	-5%
Marriage Licenses & Services	960	989	29	3%
IT & IT Support	53,000	54,590	1,590	3%
Mileage	1,500	1,545	45	3%
Telephone/Internet	10,000	9,000	(1,000)	-10%
Miscellaneous Expense	2,500	1,500	(1,000)	-40%
Studies and Reports	20,000	80,000	60,000	300%
Interest Expense/Bank Charges	1,500	2,300	800	53%
Changes in Assessment	45,000	60,000	15,000	33%
A/R Write-Offs	500	515	15	3%
Transfer to Reserves	5,500	5,500		
Transfer to Reserves-Lifecycle	20,029	20,430	401	2%
Admin Expenses	1,070,736	1,203,876	133,140	12%
Total Admin	574,626	695,801	121,175	21%
ECONOMIC DEVELOPMENT				
Grants-Other	(20,000)		20,000	-100%
Transfer from Reserves	(60,000)	(40,000)	20,000	-33%
Economic Development Revenue	(80,000)	(40,000)	40,000	-133%
Economic Dev - Christmas Lights	30,000	20,000	(10,000)	-33%
Advertising & Promotion	500	515	15	3%
Equipment Maintenance & Supplies	1,800	1,854	54	3%
Economic Dev - CIP Grants to Others	60,000	40,000	(20,000)	-33%
Memberships	10,000	10,400	400	4%
Transfer to Reserves	20,000		(20,000)	-100%
Economic Development Expenses	122,300	72,769	(49,531)	-40%
Total Economic Development	42,300	32,769	(9,531)	-23%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
OTHER ADMIN REVENUES				
Supp Taxation - Res/Farm	(70,000)	(70,000)		
School Board for Municipality	(34,000)	(34,000)		
Mun. Railway/Hydro Corridor	(5,500)	(5,500)		
Payment In Lieu		(35,000)	(35,000)	
Ontario Municipal Partnership Fund	(862,500)	(871,200)	(8,700)	1%
Total Other Revenue	(972,000)	(1,015,700)	(43,700)	1%
Total General Government	(193,116)	(116,602)	76,514	-40%
PROTECTIVE SERVICES				
FIRE				
Leasing Revenues	(15,000)	(15,450)	(450)	3%
Hall Rental Revenue	(1,500)	(1,545)	(45)	3%
MTO Recovery Revenue	(20,000)	(20,600)	(600)	3%
Insurance Recovery Revenue	(20,000)	(20,600)	(600)	3%
Other Recovery Revenue	(3,000)	(3,090)	(90)	3%
Donation Revenue	(10,000)	(10,000)		
Fire Revenue	(69,500)	(71,285)	(1,785)	3%
Total Staffing Costs	144,662	153,914	9,252	6%
Office Supplies	750	750		
Hydro	8,500	11,000	2,500	29%
Clothing Allowance	175	180	5	3%
Heat	2,100	2,250	150	7%
Building Maintenance & Supplies	9,000	9,000		
Conventions & Training	13,500	13,500		
Advertising & Promotion	350	350		
Pumper 401	4,500	4,635	135	3%
Tanker 402	3,500	3,605	105	3%
Rescue 403	6,500	4,500	(2,000)	-31%
RTV/Trailer 404	900	927	27	3%
Support Vehicle 405	2,500	2,500		
Equipment Maintenance & Supplies	25,000	25,750	750	3%
Fire Prevention & Education	1,700	1,900	200	12%
Interdepartmental Expenses	5,500	5,500		
Equipment Rentals		500	500	
Memberships	1,500	1,200	(300)	-20%
Association Purchases	10,000	10,000		
Insurance	21,755	24,431	2,676	12%
Meeting Expenses	1,300	1,000	(300)	-23%
Postage/Courier	100	100		
Licenses	1,250	1,350	100	8%
IT & IT Support	9,000	9,270	270	3%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Mileage	1,500	2,500	1,000	67%
Telephone/Internet	3,500	4,500	1,000	29%
Contracted Services	45,000	46,800	1,800	4%
Miscellaneous Expense	1,500	1,545	45	3%
Fire Service Agreements	70,000	70,000		
A/R Write-Offs	1,200	1,236	36	3%
Transfer to Reserves-Lifecycle	82,362	84,009	1,647	2%
Transfer to Chesley Fire Reserve	54,639	30,000	(24,639)	-45%
Fire Expenses	533,743	528,702	(5,041)	-1%
Total Fire	464,243	457,417	(6,826)	-1%
POLICE				
Grants - Provincial	(8,800)	(6,000)	2,800	-32%
Police Revenue	(8,800)	(6,000)	2,800	-32%
Police Wages	3,000	3,000		
Conventions & Training	1,000	1,000		
Memberships	365	365		
Mileage	500	500		
Contracted Services	1,092,930	1,056,028	(36,902)	-3%
Police Expense	1,097,795	1,060,893	(36,902)	-3%
Total Police	1,088,995	1,054,893	(34,102)	-3%
CONSERVATION AUTHORITY				
Conservation Authorities - Levy	112,954	121,385	8,431	7%
BUILDING				
Compliance Letters	(5,000)	(6,167)	(1,167)	23%
Building Permit Fees	(155,000)	(193,759)	(38,759)	25%
Transfer from Reserves				
Building Revenue	(160,000)	(199,926)	(39,926)	25%
Building Staff Costs	50,052	66,333	16,281	33%
Office Supplies	500	511	11	2%
Clothing Allowance	500		(500)	-100%
Interdepartmental Expenses	12,200	12,566	366	3%
Memberships		50	50	
Repairs/Maintenance	800	824	24	3%
Insurance	3,393	3,810	417	12%
IT & IT Support	18,000	18,540	540	3%
Bulding Dept - Fuel	400	412	12	3%
Contracted Services	77,500	96,880	19,380	25%
Building Expenses	163,345	199,926	36,581	22%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Total Building	3,345	(0)	(3,345)	-100%
BY-LAW				
By-Law Enforcement - Revenue	(1,000)	(1,000)		
By Law Revenue	(1,000)	(1,000)		
By Law Staffing Costs				
Office Supplies	500		(500)	-100%
Professional Fees - Legal	5,000	4,500	(500)	-10%
Telephone/Internet		250	250	
Contracted Services	58,000	58,000		
By Law Expenses	63,500	62,750	(750)	-1%
Total By Law	62,500	61,750	(750)	-1%
ANIMAL CONTROL				
Licensing Fee Revenues	(30,000)	(30,900)	(900)	3%
Animal Control Fee Revenues	(3,000)	(3,090)	(90)	3%
Livestock Claim Refunds	(500)	(515)	(15)	3%
Animal Control Revenue	(33,500)	(34,505)	(1,005)	3%
Professional Fees - Legal	500	515	15	3%
Contracted Services	15,000	14,500	(500)	-3%
Impound Fees	4,500	4,000	(500)	-11%
Livestock Claim Payments	500	500		
Animal Control Expenses	20,500	19,515	(985)	-5%
Total Animal Control	(13,000)	(14,990)	(1,990)	15%
Total Protective Services	1,719,037	1,680,455	(38,582)	-2%
TRANSPORTATION SERVICES				
COLD PATCH CRACK SEALING				
Materials	20,000	20,000		
Contracted Services	51,000	55,000	4,000	8%
Total Patch/Crack Sealing	71,000	75,000	4,000	6%
RESURFACE SS				
Materials		40,000	40,000	
Total Resurface SS		40,000	40,000	
CALCIUM				
Contracted Services	215,000	220,000	5,000	2%
Total Calcium	215,000	220,000	5,000	2%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
MAINTENANCE GRAVEL				
Transfer from Reserves	(77,000)	(68,500)	8,500	-11%
Maintenance Gravel Revenue	(77,000)	(68,500)	8,500	-11%
Materials				
Contracted Services	325,000	375,000	50,000	15%
Maintenance Gravel Expenses	325,000	375,000	50,000	15%
Total Maintenance Gravel	248,000	306,500	58,500	24%
CONNECTING LINK				
Total Connecting Link Contracted Services	3,200	3,200		
ROADS ADMIN				
Roads - Permits	(4,500)	(5,000)	(500)	11%
Interdepartmental Transfers - fuel	(12,200)	(12,566)	(366)	3%
Roads Miscellaneous Revenue	(55,000)	(62,000)	(7,000)	13%
Transfer from Reserves				
Roads Admin Revenue	(71,700)	(79,566)	(7,866)	11%
Roads Admin Staff Costs	851,091	859,855	8,764	1%
Office Supplies	2,800	5,000	2,200	79%
Hydro	11,000	11,330	330	3%
Clothing Allowance	5,000	7,500	2,500	50%
Heat	30,000	22,000	(8,000)	-27%
Building Maintenance & Supplies	10,000	10,300	300	3%
Conventions & Training	18,000	18,000		
Advertising & Promotion	1,200	1,236	36	3%
Equipment Maintenance & Supplies	10,000	10,300	300	3%
Memberships	2,000	2,060	60	3%
Insurance	118,001	132,515	14,514	12%
Meeting Expenses	400		(400)	-100%
Licenses	16,000	16,000		
IT & IT Support	7,500	7,725	225	3%
Mileage	500	500		
Telephone/Internet	4,000	5,500	1,500	38%
Contracted Services	2,000	2,068	68	3%
Miscellaneous Expense		2,000	2,000	
GovDeals Fees	2,000		(2,000)	-100%
Interest Expense		27,500	27,500	
Debt Repayment Principal		45,500	45,500	
Transfer to Reserves-Lifecycle	873,036	890,497	17,461	2%
Roads Admin Expenses	1,964,528	2,077,386	112,858	6%
Total Roads Admin	1,892,828	1,997,820	104,992	6%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
TRANSIT SPECIAL NEEDS				
Total Transit Special Needs Contracted Services	44,552	15,000	(29,552)	-66%
EQUIPMENT OVERHEAD				
Roads -Equipment Sales	(5,000)		5,000	-100%
Interdepartmental Revenues	(3,500)	(3,605)	(105)	3%
Machines O/H - Trans from Reserves	(41,928)	(20,964)	20,964	-50%
Equipment Overhead Revenue	(50,428)	(24,569)	25,859	-51%
Clear Diesel Fuel	100,000	110,000	10,000	10%
Gasoline	40,000	48,000	8,000	20%
Grease/Oil etc	12,000	12,000		
Coloured Diesel Fuel	190,000	195,000	5,000	3%
Repairs/Maintenance	20,000	20,500	500	3%
Interest Expense	6,372	6,319	(53)	-1%
Debt Repayment Principal	35,908	35,609	(299)	-1%
Roads Equipment Overhead Expenses	404,280	427,428	23,148	6%
Total Equipment Overhead	353,852	402,859	49,007	14%
EQUIPMENT PURCHASES				
Transfer to Reserves-Lifecycle	297,669	303,623	5,953	2%
VEHICLES				
Vehicle Repairs	229,000	250,000	21,000	9%
Total Vehicles	229,000	250,000	21,000	9%
Total Roads	3,355,102	3,614,002	258,900	8%
BRIDGES/CULVERTS				
Transfer from Reserves	(25,000)	(12,500)	12,500	-50%
Bridges/Culverts Revenue	(25,000)	(12,500)	12,500	-50%
Materials	10,000	10,300	300	3%
Contracted Services		2,000	2,000	
Professional Fees - Engineering	5,000		(5,000)	-100%
Studies and Reports	25,000	10,000	(15,000)	-60%
Interest Expense		10,000	10,000	
Debt Repayment Principal		17,000	17,000	
Transfer to Reserves-Lifecycle	51,060	52,081	1,021	2%
Bridge/Culverts Expenses	91,060	101,381	10,321	11%
Total Bridge/Culverts	66,060	88,881	22,821	35%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
ROADSIDE MOWING				
Equipment Rentals	2,500		(2,500)	-100%
Contracted Services	20,500	21,115	615	3%
Total Roadside Mowing	23,000	21,115	(1,885)	-8%
TREE TRIMMING				
Total Tree Trimming Contracted Services	35,000	36,190	1,190	3%
SWEEPING				
Total Sweeping Contracted Services	12,000	12,408	408	3%
SIGNS				
Roads - Signs Revenue	(4,500)	(4,750)	(250)	6%
Materials	20,000	25,000	5,000	25%
Contracted Services		10,000	10,000	
Total Signs	15,500	30,250	14,750	95%
SIDEWALKS				
Transfer from Reserves	(75,000)	(35,000)	40,000	-53%
Sidewalk Revenues	(75,000)	(35,000)	40,000	-53%
Contracted Services	75,000	35,000	(40,000)	-53%
Sidewalk Expenses	75,000	35,000	(40,000)	-53%
Total Sidewalks				
MUNICIPAL DRAINS				
Grants - Provincial	(10,000)	(7,500)	2,500	-25%
Municipal Drain Revenues	(10,000)	(7,500)	2,500	-25%
Professional Fees-Engineering	6,000	6,180	180	3%
Miscellaneous Expense	20,000	15,000	(5,000)	-25%
Municipal Drain Expenses	26,000	21,180	(4,820)	-19%
Total Municipal Drains	16,000	13,680	(2,320)	-15%
Total Traffic/Roadside Operations	101,500	113,643	12,143	12%
GRAVEL PITS				
Licenses	800	824	24	3%
Gravel Pit Expenses	800	824	24	3%
Total Gravel Pits	800	824	24	3%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
WINTER CONTROL				
Snow Removal Revenue -Cntrysde/Lakeview	(11,000)	(11,750)	(750)	7%
Transfer from Reserves	(30,000)		30,000	-100%
Winter Control Revenue	(41,000)	(11,750)	29,250	-71%
Winter Control Staff Costs				
Materials	190,000	195,700	5,700	3%
Clothing Allowance	500		(500)	-100%
Telephone	300	300		
Contracted Services	22,000	23,500	1,500	7%
Winter Control Expenses	516,375	588,009	71,634	14%
Total Winter Control	475,375	576,259	100,884	21%
STREETLIGHTS				
Hydro	12,000	15,000	3,000	25%
Contracted Services	11,000	11,330	330	3%
Transfer to Reserves-Lifecycle	10,278	10,483	206	2%
Total Streetlights	33,278	36,813	3,536	11%
Total Transportation Services	4,032,114	4,430,422	398,308	10%
ENVIROMENTAL SERVICES				
WATER				
Leasing Revenues	(2,000)		2,000	-100%
Interest Earned	(2,000)	(1,600)	400	-20%
Other Revenue/Fees	(3,000)	(4,500)	(1,500)	50%
Interest Earned	(2,200)		2,200	-100%
Fixed Charges Revenues	(232,000)	(238,960)	(6,960)	3%
Capital Charges Revenues	(70,000)	(72,100)	(2,100)	3%
Bulk Water Sales	(1,000)	(2,000)	(1,000)	100%
Fixed Charges Revenues	(45,000)	(46,350)	(1,350)	3%
Capital Charges Revenues	(15,300)	(15,759)	(459)	3%
Water Accounts- NSF Fees	(125)	(125)		
New Connection Revenues	(1,000)	(1,030)	(30)	3%
Water Meter Kits	(1,500)	(1,545)	(45)	3%
Water Revenues	(375,125)	(383,969)	(8,844)	-52%
Water Staff Costs	41,023	45,603	4,580	11%
Hydro	14,800	19,000	4,200	28%
Building Maintenance & Supplies	5,000	5,150	150	3%
Grounds Maintenance	1,800	1,854	54	3%
Conventions & Training	1,000	1,030	30	3%
Equipment Maintenance & Supplies	15,000	15,450	450	3%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Overhead Expense	5,000	5,150	150	3%
Water - Service Calls	5,000	5,150	150	3%
Memberships	750	773	23	3%
Insurance	4,711	5,290	579	12%
Licenses	1,700	1,751	51	3%
Mileage		200	200	
Telephone/Internet	3,000	2,800	(200)	-7%
Contracted Services	150,000	175,000	25,000	17%
Source Water Protection	1,700	1,751	51	3%
Taxes (Payments in Lieu)	2,200	2,266	66	3%
Transfer to Reserve Fund	122,441	95,751	(26,690)	-22%
Water Expenses	375,125	383,969	8,844	86%
Total Water		0	0	
SOLID WASTE COLLECTION				
Bag Tag Sales	(35,000)	(161,400)	(126,400)	361%
Solid Waste Collection Revenues	(35,000)	(161,400)	(126,400)	361%
Contracted Services	125,000	234,507	109,507	88%
Solid Waste Collection Expenses	125,000	234,507	109,507	88%
Total Solid Waste Collection	90,000	73,107	(16,893)	-19%
SULLIVAN WASTE SITE				
Scrap Metal Revenue	(6,000)	(6,180)	(180)	3%
Site Disposal/Tipping Revenues	(90,000)	(92,000)	(2,000)	2%
Sullivan Waste Site Revenues	(96,000)	(98,180)	(2,180)	5%
Sullivan Waste Staff Costs	85,748	89,446	3,698	4%
Office Supplies	200	200		
Hydro	600	1,200	600	100%
Clothing Allowance	500	500		
Building Maintenance & Supplies	700	700		
Convention & Training	1,000	1,000		
Memberships	450	450		
Equipment Maintenance & Supplies	2,000	1,200	(800)	-40%
Mileage	300	500	200	67%
Contracted Services	85,000	85,000		
Professional Fees-Engineering	20,000	15,000	(5,000)	-25%
Taxes (Payments in Lieu)	33,000	33,000		
Transfer to Reserves	15,000	15,450	450	3%
Transfer to Reserves-Lifecycle	63,041	64,617	1,576	2%
Sullivan Waste Site Expenses	307,539	308,263	724	111%
Total Sullivan Waste Site	211,539	210,083	(1,456)	-1%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
MARKDALE WASTE SITE				
Transfer from Reserves	(34,593)	(46,149)	(15,756)	46%
Markdale Waste Site Revenues	(34,593)	(46,149)	(15,756)	46%
Miscellaneous Expense	30,000	58,852	28,052	94%
Interest Expense	5,213	5,370	156	3%
Debt Repayment Principal	29,379	30,261	881	3%
Transfer to Reserves	22,000	22,660	660	3%
Transfer to Reserves-Lifecycle	2,862	2,919	57	2%
Markdale Waste Site Expenses	89,455	112,062	29,807	105%
Total Markdale Waste Site	54,862	65,912	14,051	150%
Total Waste Disposal	266,401	275,996	12,595	5%
RECYCLING				
Grants - Provincial	(36,000)	(34,000)	2,000	-6%
Material Rebate	(6,000)	(6,180)	(180)	3%
Recycling Revenues	(42,000)	(40,180)	1,820	-3%
Contracted Services	75,000	25,000	(50,000)	-67%
Recycling Expenses	75,000	25,000	(50,000)	-67%
Total Recycling	33,000	(15,180)	(48,180)	-69%
BIODIGESTER				
Transfer from Reserves	(92,000)		92,000	-100%
Biodigester Revenues	(92,000)		92,000	-100%
Interest Expense/Bank Charges	12,000	12,000		
Debt Repayment Principal	80,000	80,000		
Inter-Municipal Transfers	80,000	80,000		
Biodigester Expenses	172,000	172,000		
Total Biodigester	80,000	172,000	92,000	115%
Total Waste Diversion	113,000	156,820	43,820	39%
Total Environmental Services	469,401	508,923	39,522	8%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
HEALTH SERVICES				
CEMETRIES ADMIN				
Transfer from Trust		(2,000)	(2,000)	
Cemeteries Admin Revenues		(2,000)	(2,000)	
Cemetery Admin Staff Costs	30,630	50,233	19,603	64%
Insurance	347	390	43	12%
Legal Add this line and put in fees for terantet		500	500	
Annual Licensure Costs		250	250	
Cemetery Admin Expenses	30,977	51,373	20,396	76%
Total Cemetery Admin	30,977	49,373	18,396	76%
CHATSWORTH CEMETERY				
Interest Earned	(65)	(67)	(2)	3%
Plot Sales		(2,000)	(2,000)	
Grave Opening Revenues	(600)	(750)	(150)	25%
Grave Marking/Staking Fees	(150)	(170)	(20)	13%
Transfer from Reserves	(20,000)	(20,000)		
Chatsworth Cemetery Revenues	(20,815)	(22,987)	(2,172)	41%
Grounds Maintenance	20,000	20,000		
Grave Opening Expense	650	670	20	3%
Grave Marking Expense	100	75	(25)	-25%
Cornerstones Expense	100	125	25	25%
Miscellaneous Expense (Foundations,etc)		100	100	
Chatsworth Cemetery Expenses	20,850	20,970	120	3%
Total Chatsworth Cemetery	35	(2,017)	(2,052)	44%
DESBORO CEMETERY				
Interest Earned	(250)		250	-100%
Plot Sales	(1,000)	(1,000)		
Grave Opening Revenues	(1,500)	(1,500)		
Grave Marking/Staking Fees	(300)	(300)		
Desboro Cemetery Revenues	(3,050)	(2,800)	250	-100%
Grounds Maintenance	1,000	1,000		
Grave Opening Expense	650	670	20	3%
Grave Marking Expense	75	75		
Cornerstones Expense		125	125	
Desboro Cemetery Expenses	1,725	1,870	145	3%
Total Desboro Cemetery	(1,325)	(931)	395	-97%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
ST. MATHIAS CEMETERY				
Interest Earned	(15)		15	-100%
St. Mathias Cemetery Revenues	(15)		15	-100%
StMC- Maintenance grounds	1,000	1,030	30	3%
St. Mathias Cemetery Expenses	1,000	1,030	30	3%
Total St. Mathias Cemetery	985	1,030	45	-97%
HEMSTOCK CEMETERY				
Maintenance grounds	1,000	1,030	30	3%
Hemstock Cemetery Expenses	1,000	1,030	30	3%
Total Hemstock Cemetery	1,000	1,030	30	3%
CEDERDALE CEMETERY				
Interest Earned	(10)		10	-100%
Cederdale Cemetery Revenues	(10)		10	-100%
Maintenance grounds	1,000	1,030	30	3%
Cederdale Cemetery Expenses	1,000	1,030	30	3%
Total Cederdale Cemetery	990	1,030	40	-97%
MOUNT ZION CEMETERY				
Interest Earned	(55)		55	-100%
Other Revenue (Foundations, etc)		(650)	(650)	
Grave Openings Revenue		(750)	(750)	
Grave Marking/Staking Fees		(250)	(250)	
Mount Zion Cemetery Revenues	(55)	(1,650)	(1,595)	-100%
Grounds Maintenance	1,000	1,000		
Grave Openings Expense		500	500	
Grave Marking Expense		100	100	
Miscellaneous Exp (Foundations, etc)		220	220	
Mount Zion Cemetery Expenses	1,000	1,820	820	
Total Mount Zion Cemetery	945	170	(775)	-100%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
SHILOH CEMETERY				
Interest Earned	(2,000)	(2,060)	(60)	3%
Other Revenue (Foundations, etc)	(2,000)	(2,060)	(60)	3%
Plot Sales	(1,000)	(1,030)	(30)	3%
Grave Openings Revenue	(4,000)	(4,120)	(120)	3%
Grave Marking/Staking Fees	(800)	(824)	(24)	3%
Shiloh Cemetery Revenues	(9,800)	(10,094)	(294)	15%
Grounds Maintenance	1,000	4,000	w33	
Grave Openings Expense	2,500	2,575	75	3%
Grave Marking Expense	700	721	21	3%
Cornerstones Expense		115	115	
Micellaneous Exp (Foundations, etc)	1,500	1,545	45	3%
Shiloh Cemetery Expenses	5,700	8,956	256	9%
Total Shiloh Cemetery	(4,100)	(1,138)	(38)	24%
BERKLEY CEMETERY				
Other Revenue (Foundations, etc)		(200)	(200)	
Grave Openings Revenue	(300)	(300)		
Grave Marking/Staking Fees	(75)	(75)		
Berkley Cemetery Revenues	(375)	(575)	(200)	
Grounds Maintenance	2,000	2,000		
Grave Openings Expense	300	300		
Grave Marking Expense	75	75		
Berkley Cemetery Expenses	2,375	2,375		
Total Berkley Cemetery	2,000	1,800	(200)	
ST. PAUL'S ANGLICAN CEMETERY				
Grave Openings Revenue		(300)	(300)	
Grave Marking/Staking Fees		(75)	(75)	
St. Paul's Cemetery Revenues		(375)	(375)	
Miscellaneous Exp (Foundations, etc)		100	100	
St. Paul's Cemetery Expenses		100	100	
Total St. Paul's Cemetery		(275)	(275)	
Total Cemeteries	31,507	50,072	18,565	59%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
RECREATION AND CULTURAL SERVICES				
OUTDOOR RECREATION				
Ball Diamond Revenues	(1,000)		1,000	-100%
Lake Key Revenue	(3,000)	(600)	2,400	-80%
Ball Diamonds Revenue	(4,000)	(600)	3,400	-85%
Recreation - Grants to Others	15,000	15,000		
Ball Diamond Staff Costs	117,298	127,339	10,041	9%
Outdoor Rec. Facilities - Bldg. Maintenance	600		(600)	-100%
Hydro	4,500	4,635	135	3%
Clothing		3,000	3,000	
Building Maintenance & Supplies	2,000	3,120	1,120	56%
Conventions and Training	3,000	3,090	90	3%
Equipment Maintenance & Supplies	5,500	11,000	5,500	100%
Interdepartmental Expenses	5,500	3,665	(1,835)	-33%
Equipment Rentals	3,000	4,400	1,400	47%
Memberships	300	450	150	50%
Insurance	6,364	7,147	783	12%
Fuel		2,000	2,000	
Telephone	300	309	9	3%
Contracted Services	55,000	55,000		
Recreation Facilities - Tax Write Offs		900	900	
Transfer to Reserves-Lifecycle	104,342	106,429	2,087	2%
Ball Diamonds Expenses	322,704	347,484	24,780	8%
Total Ball Diamonds	318,704	346,884	28,180	9%
WALTERS FALLS BALL DIAMOND				
Building Maintenance & Supplies	2,600	2,678	78	3%
Insurance	717	805	88	12%
Total Walters Falls	3,317	3,483	166	5%
Total Parks	322,021	350,367	28,346	9%
WILLIAMSFORD CC				
Plant (Ice) Maintenance		250	250	
Building Maintenance & Supplies	750	750		
Insurance	3,224	3,621	397	12%
Total Williamsford Community Centre	3,974	4,621	647	16%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
DESBORO COMMUNITY CENTRE				
Floor Rental Revenue	(5,000)	(7,500)	(2,500)	50%
Ball Diamond Revenues	(1,500)	(2,000)	(500)	33%
Arena Rentals	(4,500)	(4,635)	(135)	3%
Desboro CC Revenues	(11,000)	(14,135)	(3,135)	29%
Desboro CC Staff Costs				
Desboro CC Staff Costs	63,061	58,550	(4,511)	-7%
Office Supplies		200	200	
Hydro	10,000	10,000		
Heat	10,000	11,000	1,000	10%
Building Maintenance & Supplies	5,000	5,150	150	3%
Advertising & Promotion	500		(500)	-100%
Equipment Maintenance & Supplies	2,500	9,000	6,500	260%
Equipment Rentals		1,000	1,000	
Memberships				
Insurance	11,372	12,771	1,399	12%
IT & IT Support	2,400		(2,400)	-100%
Telephone/Internet	1,500	4,000	2,500	167%
Desboro CC Expenses	106,333	111,671	5,338	5%
Total Desboro CC	95,333	97,536	2,203	2%
KEADY COMMUNITY CENTRE				
Hall Rental Revenue	(7,000)	(7,210)	(210)	3%
Ball Diamond Revenues	(500)	(515)	(15)	3%
Arena Rentals	(120,000)	(125,000)	(5,000)	4%
Miscellaneous Revenue	(1,000)		1,000	-100%
KCC - Recovery from Georgian Bluffs	(87,598)	(90,226)	(2,628)	3%
Keady CC Revenues	(216,098)	(222,951)	(6,853)	3%
Keady CC Staff Costs				
Keady CC Staff Costs	187,087	208,679	21,592	12%
Office Supplies	300	400	100	33%
Plant (Ice) Maintenance	20,000	20,600	600	3%
Hydro	40,000	55,000	15,000	38%
Clothing Allowance	500		(500)	-100%
Heat	13,000	13,390	390	3%
Building Maintenance & Supplies	19,000	19,000		
Conventions & Training	3,000	3,000		
Advertising & Promotion	1,200	1,236	36	3%
Equipment Maintenance & Supplies	8,000	13,500	5,500	69%
Memberships	425	438	13	3%
Insurance	10,984	12,335	1,351	12%
IT & IT Support	2,500		(2,500)	-100%
Mileage	500	515	15	3%
Telephone/Internet	2,200	4,200	2,000	91%
Keady CC Expenses	308,696	352,292	43,596	14%



**THE TOWNSHIP OF CHATSWORTH
2024 DRAFT OPERATING BUDGET**

Description	2023 Budget	2024 Budget	\$ Increase	% Increase
Total Keady CC	92,598	129,342	36,744	40%
CHATSWORTH HUB				
Ball Diamond Revenues	(1,200)	(1,200)		
Chatsworth CC Revenues	(1,200)	(1,200)		
Hydro	850		(850)	-100%
Grounds Maintenance	3,000		(3,000)	-100%
Transfer to Reserve Funds	55,000	55,000		
Chatsworth CC Expenses	58,850	55,000	(3,850)	-7%
Total Chatsworth Community Centre	57,650	53,800	(3,850)	-7%
Total Recreation Facilities	249,555	285,298	35,743	14%
LIBRARY				
Grants - Other	(11,614)	(11,962)	(348)	3%
Library Revenues	(11,614)	(11,962)	(348)	3%
Contracted Services - Owen Sound	171,139	180,030	8,891	5%
Libraries - Contract - Markdale	19,957	20,556	599	3%
Library Expenses	191,096	200,585	9,490	5%
Total Library	179,482	188,623	9,141	5%
Total Recreation	751,058	824,288	73,230	10%
PLANNING AND DEVELOPMENT				
Planning - Admin Fees	(15,000)	(22,000)	(7,000)	47%
Planning - Severance Fee Revenues	(20,000)	(35,000)	(15,000)	75%
Planning - Zoning Fee Revenue	(10,000)	(35,000)	(25,000)	250%
Planning - Zoning Info Fees	(8,000)	(5,000)	3,000	-38%
Minor Variances	-	(6,000)	-	
Development Agreement	-	(6,000)	-	
Planning Revenues	(53,000)	(109,000)	(44,000)	83%
Salaries/Wages	37,478	33,850	(3,628)	-10%
Employer Payroll Costs	12,757	11,753	(1,004)	-8%
Planning Staff Costs	50,235	45,603	(4,632)	-9%
Professional Fees - Legal	2,000	1,000	(1,000)	-50%
IT & IT Support	7,200	7,200	-	
MDS Fees	-	2,450	2,450	
Contracted Services	42,000	50,000	8,000	19%
Planning Expenses	101,435	106,253	4,818	5%
Total Planning	48,435	(2,747)	(51,182)	-106%

The Township of Chatsworth
"Budget Summary Department"

	2023 Budget	2024 Budget	\$ Increase	% Increase
General Government				
Council	161,958	170,528	8,570	5.3%
Admin	574,626	695,801	121,175	21.1%
Economic Development	42,300	32,769	(9,531)	-22.5%
Other Revenue	(972,000)	(1,015,700)	(43,700)	4.5%
Total General Government	(193,116)	(116,602)	76,514	-40%
Protective Services				
Fire	464,243	457,417	(6,826)	-1.5%
Police	1,088,995	1,054,893	(34,102)	-3.1%
Conservation Authority	112,954	121,385	8,431	7.5%
Building Department	3,345	(0)	(3,345)	-100.0%
By-Law Enforcement	62,500	61,750	(750)	-1.2%
Dog Pound/Animal Control	(13,000)	(14,990)	(1,990)	15.3%
Total Protective Services	1,719,037	1,680,455	(38,582)	-2.2%
Transportation Services				
Roads	3,355,102	3,614,002	258,900	7.7%
Bridges and Culverts	66,060	88,881	22,821	34.5%
Traffic Operations and Roadside	101,500	113,643	12,143	12.0%
Gravel Pits	800	824	24	3.0%
Winter Control	475,375	576,259	100,884	21.2%
Streetlights	33,278	36,813	3,536	10.6%
Total Transportation Services	4,032,114	4,430,422	398,308	9.9%
Environmental Services				
Water	0	0	0	0.0%
Solid Waste Collection	90,000	73,107	(16,893)	-18.8%
Solid Waste Disposal	266,401	278,996	12,595	4.7%
Waste Diversion	113,000	156,820	43,820	38.8%
Total Environmental Services	469,401	508,923	39,522	8.4%
Health Services				
Cemeteries	31,507	50,072	18,565	58.9%
Recreation and Cultural Services				
Parks	322,021	350,367	28,346	11.4%
Recreation Facilities	249,555	285,298	35,743	19.9%
Libraries	179,482	188,623	9,141	1.2%
Total Recreation and Cultural Services	751,058	824,288	73,230	9.8%
Planning and Development				
Planning and Zoning	48,435	(2,747)	(51,182)	-105.7%
Tile Drainage	0	0	0	0.0%
Total Planning and Development	48,435	(2,747)	(51,182)	-105.7%
Net Tax Levy	6,858,436	7,374,810	516,375	7.53%

**The Township of Chatsworth
2024 Budget Summary by Function**

	2023	2024	\$ Increase	% Increase
Grants	(946,114)	(930,842)	15,272	-2%
Own Source Revenues	(1,689,653)	(2,120,178)	(430,525)	25%
Transfer From Reserves	(580,521)	(277,313)	303,209	-52%
Total Revenues	(3,216,288)	(3,328,333)	(112,045)	3%
Staff Costs	2,741,911	2,945,294	203,383	7%
Materials and Supplies	2,200,949	2,409,611	208,662	9%
Contracted Services	2,994,732	3,096,116	101,384	3%
Donations	35,000	73,300	38,300	109%
Rents and Financial Expenses	215,873	332,374	116,501	54%
Transfers to Reserves	1,751,620	1,736,449	(15,171)	-1%
Transfer to Other Municipalities	134,639	110,000	(24,639)	-18%
Total Expenses	10,074,724	10,703,143	628,420	6%
Total	6,858,436	7,374,810	516,375	7.53%

Township of Chatsworth
By-law 2024-09
Schedule B

Township of Chatsworth 2024 Capital Budget											
Department	Description	Location	2024 Capital Budget	2025 Capital Budget	2026 Capital Budget	Sources of External Financing					
						Grants	Gas Tax	Other	Reserves	Reserve Funds	L/T Debt
Fire											
5411	Bunker Gear Annual Replacement(3 Sets)		9,000						9,000		
5411	Air Bag Lift Kit		9,200					9,200			
	Subtotal		18,200					9,200	9,000		
PW - Bridges											
5652	Gordon Lang Structure 4		600,000			386,345					213,655
	Subtotal		600,000			386,345	-		-		213,655
PW - Equip/Vehicle											
5702	2008 Cat Grader Replacement			625,000							625,000
5702	2013 Western Star Tandem Plow Truck Replacement (X2)				780,000						780,000
5702	Sidewalk Machine		85,000						85,000		-
	Subtotal		85,000	625,000	780,000	-	-	-	85,000	-	1,405,000
PW - Roads											
	2024 Asphalt Program		1,280,000					222,596	1,057,404		-
	2024 Surface Treatment Program		810,000						810,000		-
	Subtotal		2,090,000			-	222,596	-	1,867,404	-	-
PW Facilities											
5630	Handrail Installation	Holland Shop	10,000						10,000		-
5630	Workyard Drainage	Holland Shop	10,000						10,000		-
5630	Main Shop Bollard Replacement	Holland Shop	5,000						5,000		-
5630	Steel Siding Replacement	Sullivan Shop	10,000						10,000		-
5630	Office Flooring Replacement	Sullivan Shop	10,000						10,000		-
	Subtotal		45,000			-	-	-	45,000	-	-
Recreation											
5924	Keady BCA Projects		227,000						227,000		-
5920	Ice Resurfacers		100,000						100,000		-
5923	Desboro BCA Projects		10,000						10,000		-
	McCullough Lake		15,000						15,000		-
5927	Williamsford CC		5,000						5,000		-
	Subtotal		357,000			-	-	-	357,000	-	-
Cemetery											
5926	Cemetery Tree Service		6,500						6,500		-
	Subtotal		6,500			-	-	-	6,500	-	-
Total			3,201,700	625,000	780,000	386,345	222,596	9,200	2,369,904	-	1,618,655

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-10

BEING a By-law to authorize the Mayor and Deputy Clerk to enter into a Municipal Participation Agreement with The Corporation of the City of Owen Sound to participate in the 2024 Hazardous and Special Products (HSP) Waste Program

WHEREAS the Corporation of the Township of Chatsworth deems it desirable to enter into an Agreement with The Corporation of the City of Owen Sound to participate in the 2024 Hazardous and Special Products (HSP) Waste Program;

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

1. That the Mayor and Deputy Clerk of the Township of Chatsworth are hereby authorized to sign a Municipal Participation Agreement with The Corporation of the City of Owen Sound to participate in the 2024 Hazardous and Special Products (HSP) Waste Program, a copy of which is attached hereto as Schedule "A", and is hereby declared to form part of this by-law.
2. This by-law shall come into force and take effect on the date of its final passing.

READ a first and second time this 7th day of February, 2024.

READ a third time and finally passed this 7th day of February, 2024.

Scott Mackey, Mayor

Tyler Zamosny, Deputy Clerk

CITY OF OWEN SOUND
2024 HAZARDOUS AND SPECIAL PRODUCTS (HSP)
WASTE PROGRAM
MUNICIPAL PARTICIPATION AGREEMENT

This agreement between **The Corporation of the City of Owen Sound** and

_____ located at _____
(Municipality) (Street Address)
in _____
(Town, Province, Postal Code)

for the collection of Hazardous and Special Products (HSP) Waste at the Owen Sound Public Works Building, HSP Depot located at 1900 20th Street East, Owen Sound Ontario N4K 5N6 .

Residential Hazardous and Special Product Waste will only be accepted on the following 2024 HSP days:

- Saturday, April 20, 2024
- Saturday, May 11, 2024
- Saturday, June 15, 2024
- Saturday, July 15, 2024
- Saturday, August 13, 2024
- Saturday, September 14, 2024
- Saturday, October 5, 2024
- Saturday, October 19, 2024

The hours of operation are from 9:00 a.m. to 2:00 p.m. We will not accept waste after 2:00 pm and cannot accept Hazardous and Special Product Waste on any other days.

This agreement does not include any material generated from Industrial, Commercial, Institutional or Farm operations, which are not accepted at the Hazardous and Special Product Waste Day Events. Other hazardous material that we are not able to accept includes; materials containing PCB's (e.g., fluorescent light ballasts), infectious wastes (e.g., old syringes), radioactive wastes (e.g., smoke detectors, carbon monoxide detectors), explosives, ammunition, or flares.

Hazardous and Special Product Waste in a broken or leaky containers or does not have any identification labels on it will **not** be accepted.

Confirmation of your participation must be received by the City of Owen Sound by Friday March 8, 2024.

The \$1,565, plus applicable taxes, Administration Fee may be attached to this agreement, or the City can invoice the participating municipality for that amount. The City of Owen Sound will invoice the participating municipality \$60.00, plus applicable taxes, for each 56 liters of HHW carried by vehicles originating from that municipality.

The City will not accept payment by individuals delivering Hazardous and Special Product Waste to the Depot.

Reimbursement payments made to the City on behalf of Producers will be redistributed to participating municipalities based on the number of vehicles from each municipality. The reimbursements will be redistributed once the City receives the full season's revenue as subject to legislation.

This agreement is for the 2024 calendar year only. Either party may terminate this agreement with 20 days written notice to the other party. Any outstanding charges must be paid in full upon termination of the agreement.

\$1,565 Administration Fee enclosed

Please invoice the municipality for the Administration Fee

Please submit two (2) signed copies of this agreement. A countersigned copy of the agreement will be returned to you once the enabling by-law has been approved by City Council.

On behalf of the Municipality/Township of _____, I/we understand and agree to the above terms and conditions.

Dated this _____ day of _____, 2024.

(Name)

(Title)

(Signature)

(Name)

(Title)

(Signature)

On behalf of the City of Owen Sound:

Ian Boddy, Mayor

Briana Bloomfield, City Clerk

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-11

BEING a By-law to authorize temporary borrowing to meet the current expenditures of the municipality for the year ending December 31, 2024

WHEREAS the provisions of the *Municipal Act, 2001, S. O. 2001, c. 25, Section 407*, permit a municipality to authorize temporary borrowing, until the taxes are collected and other revenues are received, of the amount the municipality considers necessary to meet the current expenditures of the municipality for the year; and

WHEREAS the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest, except with the approval of the Ontario Land Tribunal, is limited;

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

1. At any time during a fiscal year, the Mayor and the Treasurer may authorize temporary borrowing, until the taxes are collected and other revenues are received, of the amount the municipality considers necessary to meet the current expenditures of the municipality for the year, including amounts required in the year for:
 - (a) reserve, sinking and retirement funds;
 - (b) principal and interest due on any debt of the municipality;
 - (c) school purposes;
 - (d) other purposes the municipality is required by law to provide for; and,
 - (e) the amount of principal and interest payable by a person or municipality primarily liable for a debt, if the municipality has guaranteed the debt and the debt is in default.
2. Except with the approval of the Ontario Land Tribunal, the total amount borrowed at any one time plus any outstanding amounts of principal borrowed and accrued interest shall not exceed:
 - (a) from January 1 to September 30 in the current year, 50 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year; and,
 - (b) from October 1 to December 31 in the current year, 25 per cent of the total estimated revenues of the municipality as set out in the budget adopted for the year.
3. Until the budget is adopted in a year, the limits upon borrowing under Section 2 shall temporarily be calculated using the estimated revenues of the municipality set out in the budget adopted for the previous year.
4. In Sections 2 and 3, estimated revenues do not include revenues derivable or derived from:
 - (a) arrears of taxes, fees or charges; or,
 - (b) a payment from a reserve fund of the municipality, whether or not the payment is for a capital purpose.
5. The lenders from whom amounts may be borrowed under authority of this By-law shall be Bank of Montreal and such other lender(s) as may be determined from time to time by resolution of Council.

6. The lender is not responsible for establishing the necessity of temporary borrowing or the manner in which the borrowing is used.

READ a first and second time this 7th day of February, 2024.

READ a third time and finally passed this 7th day of February, 2024.

Scott Mackey, Mayor

Tyler Zamoszny, Deputy Clerk

NOTICE

SPECIAL PUBLIC MEETINGS OF COUNCIL

Comprehensive Zoning By-Law Review

Take Notice of the date and time of the following Township of Chatsworth Special Meetings of Council:

Date/Time:

Wednesday, February 28, 2024 at 4:00 p.m.

Wednesday, March 27, 2024 at 4:00 p.m.

Wednesday, April 24, 2024 at 4:00 p.m.

Location:

Township of Chatsworth Council Chambers
(316837 Highway 6, RR 1 Chatsworth, Ontario, Canada N0H 1G0)

An Agenda will be available on the Township website prior to the meeting.

Patty Sinnamon, Dipl.M.M.
CAO Clerk
Phone: 519-794-3232, Ext. 124
Email: patty.sinnamon@chatsworth.ca

Dated this 11th day of January 2024.

**TOWNSHIP OF CHATSWORTH TRACKING SHEET
For February 7, 2024**

Subject for Action	Assigned Department	Anticipated Response Date	Comments
Development Charges Study	Senior Management Team		
Township Zoning By-law review and update	CAO and Planning		Council to review draft zoning by-law on <ul style="list-style-type: none"> • January 10, 2024 at 4:00 p.m. • February 28, 2024 at 4:00 p.m. • March 27, 2024 at 4:00 p.m. • April 24, 2024 at 4:00 p.m.
Dug Outs at Chatsworth Ball Diamond	Recreation	Fall 2023	
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.
P. Whitten	Oct. 18/23	THAT staff be directed to bring forward a report on Short Term Rental Accommodations including potential regulating and licensing options and information as to what other neighbouring municipalities are doing to address Short Term Rental Accommodations.

THE CORPORATION OF THE TOWNSHIP OF CHATSWORTH

BY-LAW NUMBER 2024-12

BEING a By-law to confirm the proceedings of the Council Meeting of the Corporation of the Township of Chatsworth held on February 7, 2024

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 February 7, 2024 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 February 7, 2024 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 7th day of February, 2024.

READ a third time and finally passed this 7th day of February, 2024.

Scott Mackey, Mayor

Tyler Zamosny, Deputy Clerk