

**Township of Selwyn
Regular Council Meeting**

Tuesday, March 9, 2021 – 5:00 PM

Council Chambers
Virtual Council Meeting

Watch the meeting via livestreaming

<https://www.youtube.com/user/SelwynTownship>

Moment of Silent Reflection

Please observe a moment of silence, so that Council, staff and members of the public can quietly reflect on our duty to the community that we are trying to serve.

Notification to Members of the Public

Members of the public, staff, presenters and members of Council please be advised that meetings are broadcast and recorded and made available on the internet.

Declaration of Pecuniary Interest and the General Nature Thereof

1. Minutes

(a) Minutes – Open Session

Motion to adopt the minutes of the regular Council meeting of February 23, 2021 and the Special Council meetings of February 23, 2021.

- Discussion out of the minutes

2. Deputations and/or Invited Persons and/or Public Meetings

a) 5:05 PM – Mike Muir – Cork Line – Cannabis Cultivation Concerns

i) Robert Lamarre, Manager of Building and Planning - Cannabis Regulation

- Summary of Resident Concerns
- Correspondence – Letter 1 and Letter 2

- Correspondence – MPP Dave Smith

b) 5:30 PM – Public Meeting – Official Plan and Zoning By-law Amendments

- i) Jeannette Thompson, Planner – Zoning By-law Amendment
C-02-20 Polish Perfection – 1824 Eighth Line
 - EcoVue Consulting - Planning Justification Report and Response to Township and Agency Comments
 - Letter from Pat MacDonald
 - Draft By-law and Schedule A
- ii) Jeannette Thompson, Planner – Zoning By-law Amendment
C-09-20 – Millennium Park - 1575 Chemong Road
 - Concept Plan and Planning Justification Report
 - Peer Review, Public & Agency Comments
 - Letter from Robert Young
 - Draft By-law and Schedule A
- iii) Jeannette Thompson, Planner – Official Plan Amendment and Zoning By-law Amendment
C-10-20 – The Water's Edge Company Inc. - 724 Centre Line
 - OPA No. 61 – Draft
 - D.M. Wills and Associates – Planning Justification Report, Addendum, Peer Review and Response to Peer Review
 - County of Peterborough – Final Review
 - Draft By-law and Schedule A
- iv) Jeannette Thompson, Planner – Zoning By-law Amendment
C-01-21 – Holloway - 2766 River Road & 2771 River Road
 - Draft By-law and Schedule A

3. Question Period

15 minutes, one question per person at a time, on a rotating basis

If a member of the public has a question please send an [email](#) by 4:30 PM on the day of the meeting noting your question which will be read into the public record and responded to during the meeting. An email will be sent following the meeting with a link to the recording.

4. Municipal Officer's & Staff Reports - Direction

- (a) Lane Vance, Manager of Financial Services & Angela Chittick, Manager of Community & Corporate Services /Clerk - Grants - Municipal Modernization- Intake 2 and Healthy Communities

Consent Items

All matters listed under Consent Items are considered to be routine, housekeeping, information or non-controversial in nature and to facilitate Council's consideration can be approved by one motion

5. Municipal Officer's & Staff Reports – Information/Housekeeping/Non-Controversial

- (a) Michelle Thornton, Deputy Treasurer/I.T. Coordinator - Statement of Council Remuneration for 2020
 - Township of Selwyn 2020 Statement of Council Remuneration
 - County of Peterborough 2020 Remuneration Report and Statement
 - ORCA Statements of Remuneration – Mayor Andy Mitchell and Deputy Mayor Sherry Senis
- (b) Kim Berry, HR Coordinator - Staffing Update – Building & Planning Department
- (c) Tania Goncalves, Deputy Clerk - Various By-laws
 - Site Map 1896 Chemong Road
- (d) Jeannette Thompson, Planner - Building & Planning Services Review Implementation, Recommendations #18 & #19
 - Attach - Acknowledgement of the risk associated with submitting a building permit application prior to the end of the appeal period of a minor variance
 - Attach - Acknowledgement of the risk associated with submitting a building permit application prior to final approval of a site plan application

6. Correspondence for Discussion and/or Decision

(a) Correspondence Report – March 9, 2021

Correspondence for Direction

Recommendation:

That the following item of correspondence be received for information and that staff proceed with the recommended direction therein:

1. The Rescue of the Old Stone Mill House – 44 Bridge Street

Recommendation:

That the correspondence from Donnelly Law sent on behalf of the Friends of the Old Stone Mill House – 44 Bridge Street requesting that Council consider passing an Interim Control By-law be received for information; and that a report with respect to this request be brought back for Council's consideration.

Correspondence for Information

Recommendation:

That the following items of correspondence be received for information:

2. AMO Update - Pre-Budget Submission, Economic Recovery Letter, Emergency Orders Extended and Updated COVID-19 Regional Framework
3. AMO Update – Build Back Better Extension and New Anti-Human Trafficking Legislation
4. AMO Update – New 2021 COVID-19 Relief Funding
5. Trent Lands - Draft Implementation Plan
6. Eastern Ontario Regional Network (EORN) - Submits Proposal for Ultra-Fast Gig Internet Project
7. Kawartha Chamber of Commerce & Tourism – NewsFlash! February 23 and March 2, 2021
8. Township of Perry - Childcare Post Pandemic Recovery Plan, Community Safety & Well-Being Plan Extension Request and Ontario Fire College Closure
9. Township of The Archipelago - Amendments to the Municipal Elections Act
10. Township of South Glengarry - MFIPPA Reform and Automatic Speed Enforcement
11. St. Charles - Cannabis Production Facilities, the Cannabis Act and Health Canada Guidelines

12. City of Port Colborne, Town of Mono, Town of the Archipelago, Township of Georgian Bluffs, Township of Tiny, Township of Howick and Township of Strong - Ontario Fire College Closure
13. Norfolk County - Carbon Tax on Primary Agriculture Producers
14. Lake of Bays - Capacity Limits for Restaurants in Stage 2
15. Niagara Region - Homelessness, Mental Health and Addiction and the COVID-19 Economic Recovery Act, 2020
16. City of Sarnia - Colour Coded Capacity Limits

Mayor's Correspondence Forwarded on Behalf of Council:

17. Congratulatory Letter to County of Peterborough CAO Sheridan Graham
18. Letter to the Ennismore and District Horticultural Society – Veteran Monument

7. Peterborough County Report

- (a) Peterborough County Report – March 9, 2021

County Correspondence for Direction

None.

County Correspondence for Information

Recommendation:

That the following items of correspondence from the County of Peterborough be received for information:

1. County Statement Re: City Council Decision – Establishing Government Business Enterprise
2. Municipal Modernization Funding
3. County Official Plan Project - Focus on Public Safety
4. Regular County Council Minutes - February 17, 2021

8. Committee Reports

- (a) Economic Development and Business Committee - November 23, 2020 and February 1, 2021

(b) Peterborough Police Services Board – February 2, 2021

- Q4 Activity Report – Ward of Lakefield
- Q4 Criminal Statistics
- Non-Offence Statistics

(c) Trail Advisory Committee - February 8, 2021

(d) Heritage Committee Minutes – February 18, 2021 and February 25, 2021

9. Petitions

10. Council Portfolio Updates

Council to provide brief verbal update related to the following portfolios where necessary:

- Community Services, Transportation and Housing – Councillor Donna Ballantyne
- Economic Development, Business Retention and Attraction, Planning and Building Client Services – Deputy Mayor Sherry Senis
- Public Works and Recreation – Councillor Gerry Herron
- Sustainability, Culture and Senior Services – Councillor Anita Locke
- Governance and Inter-Governmental Relations – Mayor Andy Mitchell

11. Other, New & Unfinished Business

(a) **EDBC – Request for Endorsement** – Resolution

That a recommendation be made to Selwyn Council that Selwyn's EDBC fully supports appropriate corrective actions being laid on residents, owners and students as Peterborough Public Health has listed as attending these two parties.

(b) **Closed Session – Conference Call**

- i) Litigation matters, potential litigation matters affecting the municipality – Section 239.(2) (e) and Proposed or Pending Disposition of Property – Section 239.(2) (c)

12. By-laws

- (a) 2021-014 - Adopt Summer Lane into Township Road System
- (b) 2021-016 - ZBLA - Millennium Park - 1575 Chemong Road - Smith

- (c) 2021-017 - ZBLA - The Water's Edge - 724 Centre Line - Smith
- (d) 2021-018 - ZBLA - Holloway - 2771 River Road – Smith
- (e) 2021-019 - Authorize - Development Agreement - 1896 Chemong Road
- (f) 2021-020 – Confirming By-law

Adjournment

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Corporation of the Township of Selwyn

**Regular Council Meeting
Tuesday, February 23, 2021**

Virtual Council Meeting

A regular meeting of the Council of the Township of Selwyn was held on Tuesday, February 23, 2021.

Council Present (Virtual):

Mayor Andy Mitchell
Deputy Mayor Sherry Senis
Councillor Donna Ballantyne
Councillor Gerry Herron
Councillor Anita Locke

Staff Present (Virtual):

Janice Lavalley, Chief Administrative Officer
R. Lane Vance, Manager of Finance/Treasurer
Robert Lamarre, Manager of Building and Planning
Angela Chittick, Manager of Community & Corporate Services/Clerk
Jeannette Thompson, Planner
Mike Richardson, Manager of Recreation
Rick Dunford, Manager of Public Works
Gord Jopling, Fire Chief
Michelle Thornton, Deputy Treasurer/I. T. Coordinator
Tania Goncalves, Deputy Clerk

The Council meeting commenced at 6:00 PM with Mayor Mitchell in the Chair.

Declaration of Pecuniary Interest

None.

Minutes**Resolution No. 2021 – 041 – Minutes**

Councillor Anita Locke – Councillor Donna Ballantyne –
That the minutes of the regular Council meeting of February 9, 2021 and the Special Council meeting of February 9, 2021 be adopted.

Carried.

Deputations and/or Invited Persons and/or Public Meeting

None.

Question Period

None.

Municipal Officers & Staff Reports – Direction

**Resolution No. 2021 – 042 – 44 Bridge Street, Lakefield – Heritage
Designation Report**

Councillor Anita Locke – Deputy Mayor Sherry Senis –
Whereas the Township of Selwyn has taken a number of measures to protect the built heritage of the community; and

Whereas a Heritage Brief for 44 Bridge Street (Lakefield) prepared by a Heritage Consultant and evaluated by the Heritage Committee indicates that the property

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is a category A – individually outstanding and has the broadest heritage significance by virtue of architectural, historical and environmental criteria; and

Whereas the Selwyn Township Municipal Heritage Committee has recommended that the property at 44 Bridge Street be designated as a heritage property under Part IV, Section 29 of the Ontario Heritage Act; and

Whereas the Council of the Township of Selwyn seeks development opportunities that are consistent with built heritage preservation;

Therefore be it resolved that the property at 44 Bridge Street in Lakefield be designated as a heritage property under Part IV, Section 29 of the Ontario Heritage Act (R.S.O. 1990, c.O.18) being of “cultural heritage value or interest”; and

That the intention to designate be advertised in a newspaper having general circulation in the municipality as per the Ontario Heritage Act R.S.O. 1990, c.O.18, s.31; and

That the owners of the property to be designated, and the Ontario Heritage Trust, be served with a Notice of Intention to Designate as per the Ontario Heritage Act R.S.O. 1990, c.O.18, s.29 (3); and

Further that, in accordance with the Ontario Heritage Act, any future development proposal that would impact the components of the structure that are subject to the designation be subject to consideration by Council and the Municipal Heritage Committee.

Carried.

Resolution No. 2021 – 043 – Regulating Rooming/Boarding Houses

Deputy Mayor Sherry Senis – Councillor Donna Ballantyne –

That the report of the Planner related to Regulating Rooming/Boarding Houses be received for information; and

That staff be directed to prepare a further report for Council’s consideration which outlines the process required to achieve the goal as outlined in Option 3 in the report; and

That staff include regulations related to minimum landscaped open space in front yards of residential lots be included as part of the Housekeeping Amendment to be completed in Quarter 2 of 2021.

Carried.

Consent**Resolution No. 2021 – 044 – Municipal Officer’s and Staff Reports – Information/Housekeeping/Non-Controversial**

Councillor Anita Locke – Councillor Donna Ballantyne –

That the report from the Fire Chief regarding the 2020 Annual Fire Report be received for information; and

That the report from the HR Coordinator regarding the Fire Department Administrative Assistant recruitment be received for information; and

That the report of the Manager of Community & Corporate Services /Clerk regarding the 2021 Tariff of Fees consolidation update be received for information; and

Whereas By-law 2016-026, the consolidated list of Township Fees and Charges was adopted on March 22, 2016; and

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Whereas By-law 2016-026 includes the provision for identified fees to be increased by the relevant Consumer Price Index as well as other identified fee increases;

That Schedule A to By-law 2016-026 be updated as outlined in the February 23, 2021 Fees Consolidation report noted as follows:

- Building fees - no change;
- Development Charges Fees - identified CPI adjustments (effective September 1st);
- Planning fees - no change;
- Dog licencing fees (effective January 1st, 2022) – no fee changes, clarification of billings and refunds;
- Fire fees – no change;
- General municipal fees – no change;
- Entrance Permits/Culvert installations and a Used Culvert Fee - identified CPI adjustments (effective March 1st);
- Parks and Recreation rates – adjustments to mooring rates (effective April 1st); and

That By-law 2021- 010 to amend By-law 2016-026, the Township's Fees and Charges By-law, to include the addition of Section 8, that permits outstanding amounts owing to be added to the tax roll and collected in the same manner as municipal taxes, be forwarded to the By-law section of the agenda for consideration; and

Correspondence for Direction**1. Peterborough Utilities Services Inc. - Annual Reports**

That the following annual and summary reports prepared by Peterborough Utilities Services Inc. be received for information; and that the reports be made available for the public at the Township administrative offices for viewing and on the Township's website; and that the public be notified of the availability of the reports through a newspaper advertisement.

- 2020 Annual Report on Drinking Water Quality
- Lakefield Waterworks – 2020 Annual Report
- City of Peterborough Waterworks – 2020 Annual Report
- Woodland Acres Water Distribution System – 2020 Annual Report
- Lakefield Wastewater Treatment Plant – 2020 Report; and

2. Ennismore Horticultural Society – Update on the Cairn Project and Pictures

That the letter from the Ennismore and District Horticultural Society and the Cairn Sub-Committee providing a summary of the Ennismore Military Commemorative Monument be received for information; and that a letter of thanks be sent by the Mayor on behalf of Council and the Township of Selwyn to the Society and the Cairn Subcommittee to recognize the hard work and dedication of the many community volunteers who made this very worthy commemorative project such a success; and

Correspondence for Information**Recommendation:**

That the following items of correspondence be received for information:

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3. AMO Update – Gradual Return to COVID-19 Response, Conservation Authorities Act Update
4. AMO Update – Social Assistance Vision, March Break Delayed
5. AMO Update – Access of Persons with Disabilities to Recreational Facilities and Greenbelt Consultation
6. AMCTO - An Open Letter to Ontario Municipal Councils
7. Ministry of Municipal Affairs and Housing - Growing the Size of the Greenbelt
8. PRHC - Patient Care in Unprecedented Times
9. Board of Health Meeting Summary – February 10, 2021
10. Peterborough Public Health - Medical Officer of Health to Retire Later This Year
11. Health Canada - Cannabis Regulations - Response
12. Kawartha Chamber of Commerce & Tourism – NewsFlash! February 9th and February 16th 2021
13. Opposition of Proposed Cannabis Licence Application - 290 Cork Line
14. Permitting Goes Online in Selwyn Township!
15. MP Monsef - New Housing Developments in Peterborough-Kawartha, Investment to Support Women Impacted by the Pandemic and New 46 Unit Residential Housing Development
16. Conservation Authorities Act – Frequently Asked Questions
17. Ontario Fire College Closure – Draft Motion
18. Township of Douro-Dummer - Welcomes New CAO
19. Guelph Eramosa Township - MFIPPA Reform
20. Conmee Township - The Municipal Act and Municipal Elections Act
21. St. Catharines - Universal Paid Sick Days in Ontario
22. Town of Orangeville - Greenhouse Gas Emissions
23. Township of Perth South – Conservation Authorities
24. Georgian Bay - Insurance Premiums
25. Town of Gravenhurst - Ontario Fire College Closure
26. Township of Emo - Support for Reopening of Small Businesses; and

County Correspondence for Information:

That the following items of correspondence from the County of Peterborough be received for information:

1. Peterborough and Kawarthas Economic Development
 - 4th Quarter Update Report and Presentation
 - 2021 Business Plan Report and Presentation
 - Executive Summary Report and Presentation
2. 2021 Budget Approved
3. 2021 Peterborough County Recognition Awards Rescheduled to 2022
4. County Road 20 (Selwyn Road) Posted Speed Limit Reduction
5. Waste Management Committee - Composition
6. County Official Plan Project: Focus on Healthy Communities
7. Regular Minutes and Special Minutes (Budget) – February 3, 2021
8. Special Minutes (Appointment of CAO) – February 9, 2021; and

Committee Reports

That the minutes of the Peterborough Police Services Board of January 12, 2021 be received for information.

Carried.

Petitions

None.

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Council Portfolio Updates

Verbal updates were provided by Council members regarding the following Council Portfolios:

- Community Services, Transportation and Housing – Councillor Donna Ballantyne
- Economic Development, Business Retention and Attraction, Planning and Building Client Services – Deputy Mayor Sherry Senis
- Public Works and Recreation – Councillor Gerry Herron
- Sustainability, Culture and Senior Services – Councillor Anita Locke
- Governance and Inter-Governmental Relations – Mayor Andy Mitchell

Other, New & Unfinished Business**Resolution No. 2021 – 045 – Special Meeting – CAO Review**

Councillor Donna Ballantyne – Councillor Anita Locke –

That a special meeting of Council be scheduled for March 3, 2021 at 4:30 PM so that Council may discuss the CAO review.

Carried.

By-laws**Resolution No. 2021 – 046 – By-laws First, Second & Third Reading**

Councillor Anita Locke – Councillor Donna Ballantyne –

That By-law 2021-009, being a By-law to Appoint Michele Kadwell-Chalmers and James Nelson and to remove Bruce Bellchambers from the Selwyn Trail Committee; and

That By-law 2021-010, being a By-law to amend By-law 2016-026, the Township's Fees and Charges By-law, be read a first, second and third time and finally passed.

Carried.

Resolution No. 2021 – 047 – Closed Session

Deputy Mayor Sherry Senis – Councillor Donna Ballantyne –

That the next portion of the meeting be closed to the public pursuant to Section 239. (2) (e) - Litigation matters, potential litigation matters affecting the Municipality (7:04 PM).

Carried.

Resolution No. 2021 – 048 – Rise Closed Session

Councillor Anita Locke – Councillor Donna Ballantyne –

That Council now rise from closed session (7:47 PM).

Carried.

Resolution No. 2021 – 049 – Confirming By-law

Deputy Mayor Sherry Senis – Councillor Donna Ballantyne –

That By-law 2021-011, a By-law to confirm the proceedings of the meeting of Council held on February 23, 2021 be read a first, second and third time and finally passed.

Carried.

Adjournment**Resolution No. 2021 – 050 – Adjournment**

Councillor Gerry Herron - Councillor Anita Locke –

That the meeting be adjourned. (7:48 PM)

Carried.

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Corporation of the Township of Selwyn

**Special Council Meeting
Tuesday, February 23, 2021**

Virtual Council Meeting

A special meeting of the Council of the Township of Selwyn was held on Tuesday, February 23, 2021 to discuss the Building and Planning Services Review Implementation Dashboard.

Council Present (Virtual):

Mayor Andy Mitchell
Deputy Mayor Sherry Senis
Councillor Donna Ballantyne
Councillor Gerry Herron
Councillor Anita Locke

Staff Present (Virtual):

Janice Lavalley, Chief Administrative Officer
Angela Chittick, Manager of Community & Corporate Services /Clerk
Robert Lamarre, Manager of Building and Planning
R. Lane Vance, Manager of Financial Services/Treasurer
Jeannette Thompson, Planner
Tania Goncalves, Deputy Clerk

The Council meeting commenced at 4:45 PM with Mayor Mitchell in the Chair.

Declaration of Pecuniary Interest

None.

Minutes

None.

Deputations and/or Invited Persons and/or Public Meeting

None.

Question Period

None.

Municipal Officers & Staff Reports – Direction

Resolution No. 2021 – 038 – Building and Planning Services Review Implementation - Dashboard

Councillor Anita Locke – Councillor Donna Ballantyne –
That the Building and Planning Services Review Implementation Dashboard be received for information.

Carried.

Resolution No. 2021 – 039 – Schedule Special Meeting - Building and Planning Services Review Implementation – Dashboard Update

Deputy Mayor Sherry Senis – Councillor Gerry Herron –
That a special meeting of Council be scheduled for March 23, 2021 at 4:30 PM to discuss the Building and Planning Services Review Implementation – Dashboard Update.

Carried.

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Consent Items

None.

Petitions

None.

Council Portfolio Updates

None.

Other, New & Unfinished Business

None.

By-laws

None.

Adjournment

Resolution No. 2021 – 040 – Adjournment

Councillor Gerry Herron – Councillor Anita Locke –
That the meeting be adjourned. (5:00 PM.)

Carried.

Correspondence Sent from Residents- Cork Line Cannabis Cultivation

Sent: February 24, 2021 9:46 AM

Subject: Cannabis grow op

On behalf of myself and the surrounding residents of Ennismore we request this based on the following:

1. Recognition by all residents and Selwyn Council that the current Cannabis By-law #2020-002 does not currently provide, adequate size requirements nor adequate zoning requirements. Nor does it provided adequate buffer distance setback from property lines as recommended by Peterborough Public Health in their letter Dec. 9, 2019, and the Provincial Policy Statement with respect to mitigation of adverse effects and precedents set out by other townships with setbacks of between 150-500 meters. Also, the current Cannabis By-law is unfair to all local and surrounding residents, except for one.
2. Selwyn Council to have adequate time for evaluation of the new recommendation from Meridian Planning Consultants after April 27 2021 including the results of the ROMA Convention;
3. We contend that since this 290 Cork Line cannabis outdoor operation is the first proposed one in Selwyn Township it should NOT move forward under the current by-law since Selwyn Township is reviewing the best practices and Township regulations on Cannabis Outdoor Cultivation to ensure fairness for all residents.

Donna as our ward councillor we request that you act on our behalf to move forward on this request and keep us updated on progress and action you are taking. We request your immediate response.

(Signed)

Bill Book

Date Feb 24 2021

Address : 1650 Morris ave Ennismore Ontario

From: Bill Devitt

Sent: Wednesday, February 24, 2021 12:35 PM

Subject: Cannabis Grow Op

Hello,

Please see attached letter concerning the Cannabis Grow OP on Cork Line in Ennismore.

We are very concerned that if this is approved it will affect our everyday life and health.

My wife Glynis has a very serious(rare) immune disorder and asthma which will be affected by this Grow Op being so close to our property.

We are also concerned that the Grow Op will empty the aquifer, through their irrigation practices.

There are lots of other large farms that would be appropriate for this activity in Ennismore and Selwyn.

Hoping that you and your families stay safe and well and you can help us stop this Grow Op.

Bill and Glynis Devitt

From: Bruce MacLean sending this along to add to the complaints

Sent: Monday, February 22, 2021 10:50 PM
Subject: Cork Line Cannabis/ Resolution #2021-031

Donna,

We are residents living within the community that is adjacent to area affected by the proposed Cannabis Cultivation and have signed our unified objection to this project and have attached the necessary form to this email.

If you require anything further from us please do not hesitate to contact.

Thank you for your attention and assistance with regard to this very important matter.

Bruce & Sylvie MacLean
1640 Morris Ave
Ennismore, ON

From: Irene Dennis
Sent: February 20, 2021 12:47 PM
Subject: Cannabis Grow Op - Cork Line.

Dear Selwyn Council:

Given the Resolution #2021-031 Notice of Motion Cannabis Cultivation that the Township of Selwyn is waiting on a report from Meridian Planning Consultants we request:

*****Selwyn Township immediately enact an Interim Control By-Law to prohibit Cannabis Cultivation in Selwyn Township including on the property of 290 Cork Line.*****

On behalf of myself and the surrounding residents of Ennismore we request this based on the following:

1. Recognition by all residents and Selwyn Council that the current Cannabis By-law #2020-002 does not currently provide, adequate size requirements nor adequate zoning requirements. Nor does it provided adequate buffer distance setback from property lines as recommended by Peterborough Public Health in their letter Dec. 9, 2019, and the Provincial Policy Statement with respect to mitigation of adverse effects and precedents set out by other townships with setbacks of between 150-500 meters. Also, the current Cannabis By-law is unfair to all local and surrounding residents, except for one.
2. Selwyn Council to have adequate time for evaluation of the new recommendation from Meridian Planning Consultants after April 27 2021 including the results of the ROMA Convention;
3. We contend that since this 290 Cork Line cannabis outdoor operation is the first proposed one in Selwyn Township it should NOT move forward under the current by-law since Selwyn Township is reviewing the best practices and Township regulations on Cannabis Outdoor Cultivation to ensure fairness for all residents.

We request your immediate response

Irene Dennis
368 Windermere Drive, Ennismore.

From: Sue Blow

Sent: February 20, 2021 2:48 PM

Subject: ***SPAM*** 290 Cork Line

Dear Selwyn Council:

Given the Resolution #[2021-031](#) Notice of Motion Cannabis Cultivation that the Township of Selwyn is waiting on a report from Meridian Planning Consultants we request:

*****Selwyn Township immediately enact an Interim Control By-Law to prohibit Cannabis Cultivation in Selwyn Township including on the property of 290 Cork Line.*****

On behalf of myself and the surrounding residents of Ennismore we request this based on the following:

1. Recognition by all residents and Selwyn Council that the current Cannabis By-law #[2020-002](#) does not currently provide, adequate size requirements nor adequate zoning requirements. Nor does it provided adequate buffer distance setback from property lines as recommended by Peterborough Public Health in their letter Dec. 9, 2019, and the Provincial Policy Statement with respect to mitigation of adverse effects and precedents set out by other townships with setbacks of between 150-500 meters. Also, the current Cannabis By-law is unfair to all local and surrounding residents, except for one.
2. Selwyn Council to have adequate time for evaluation of the new recommendation from Meridian Planning Consultants after April 27 2021 including the results of the ROMA Convention;
3. We contend that since this 290 Cork Line cannabis outdoor operation is the first proposed one in Selwyn Township it should NOT move forward under the current by-law since Selwyn Township is reviewing the best practices and Township regulations on Cannabis Outdoor Cultivation to ensure fairness for all residents.

We request your immediate response.

Sue Blow

Regards,

From: Gordon & Susan Buchholz

Sent: February 21, 2021 8:14 AM

Subject: 290 Cork Line Cannabis Cultivation

Dear Selwyn Council:

Good morning, My name is Gordon Buchholz & I live at 1637 Morris Avenue Ennismore Ontario, & am writing to you to voice my concern regarding the planned cannabis operation in Cork line. I have been following this situation with other residents and we need resolution to this matter as i am personally concerned regarding this operation and its close proximity to my home with regard to water issues, smell and possible long term effects of fertilizers to my water source as well as run off to the lake from a drainage ditch behind out properties to the lake.

Given the Resolution #2021-031 Notice of Motion Cannabis Cultivation that the Township of Selwyn is waiting on a report from Meridian Planning Consultants we request:

*****Selwyn Township immediately enact an Interim Control By-Law to prohibit Cannabis Cultivation in Selwyn Township including on the property of 290 Cork Line.*****

On behalf of myself and the surrounding residents of Ennismore we request this based on the following:

1. Recognition by all residents and Selwyn Council that the current Cannabis By-law #2020-002 does not currently provide, adequate size requirements nor adequate zoning requirements. Nor does it provided adequate buffer distance setback from property lines as recommended by Peterborough Public Health in their letter Dec. 9, 2019, and the Provincial Policy Statement with respect to mitigation of adverse effects and precedents set out by other townships with setbacks of between 150-500 meters. Also, the current Cannabis By-law is unfair to all local and surrounding residents, except for one.
2. Selwyn Council to have adequate time for evaluation of the new recommendation from Meridian Planning Consultants after April 27 2021 including the results of the ROMA Convention;
3. We contend that since this 290 Cork Line cannabis outdoor operation is the first proposed one in Selwyn Township it should NOT move forward under the current by-law since Selwyn Township is reviewing the best practices and Township regulations on Cannabis Outdoor Cultivation to ensure fairness for all residents.

I thank you for taking my e mail & look forward to a reply to confirm you have recieved my e mail.

Gordon & Susan Buchholz

To: Donna Ballentyne, Mayor Andy Mitchell and Selwyn Council:

Given the Resolution #2021-031 Notice of Motion Cannabis Cultivation that the Township of Selwyn is waiting on a report from Meridian Planning Consultants we request:

*****Selwyn Township immediately enact an Interim Control By-Law to prohibit Cannabis Cultivation in Selwyn Township including on the property of 290 Cork Line.*****

On behalf of myself and Parkwood Shores community we request this based on the following:

1. Recognition by all residents and Selwyn Council that the current Cannabis By-law #2020-002 does not currently provide, adequate size requirements nor adequate zoning requirements. Nor does it provided adequate buffer distance setback from property lines as recommended by Peterborough Public Health in their letter Dec. 9, 2019, and the Provincial Policy Statement with respect to mitigation of adverse effects and precedents set out by other townships with setbacks of between 150-500 meters. Also, the current Cannabis By-law is unfair to all local and surrounding residents, except for one.
2. Selwyn Council to have adequate time for evaluation of the new recommendation from Meridian Planning Consultants after April 27 2021 including the results of the ROMA Convention;
3. We contend that since this 290 Cork Line cannabis outdoor operation is the first proposed one in Selwyn Township it should NOT move forward under the current by-law since Selwyn Township is reviewing the best practices and Township regulations on Cannabis Outdoor Cultivation to ensure fairness for all residents.

We request your immediate response.

Michael and Dyan Muir

Hello Donna

I see from your response to Rick Rosatte that you and Council may be taking some positive action on amending the by-law that has created this BIG problem. This has put the residents and the community here in a lot of stress and will be OUR nightmare to live with, unless the right changes are made NOW to provide the 150 meter setback. If that means the Township has to face legal challenges from the owners of 290 Cork, then I and many more will vote to go down that path. You said in your response that you are working to minimize the impact on us. Just to be clear, what has been accomplished so far is non-enforceable requests to CannDelta as outlined, in the recommendations from Robert Lamarre dated Jan 19, 2021. These are dark sky lighting, maintain existing vegetation, irrigation water to be drawn from Pigeon Lake and 290 Cork owners to communicate with Selwyn township on milestones as they go through the licencing process.

If there are other actions being taken to minimize the impacts, we would like to hear about them.

There are some trailing issues that we need to be kept informed on, in addition to your new motion and by-law change.

1. What is happening with the non conforming steel buildings that are presently setback at 30 meters but must meet the existing by-law of 50 meters. It is my understanding that Selwyn Township was to notify Health Canada that the 290 Cork Line site does NOT meet the current by-law #2020-002. This needs to be stated to HC by officials at Selwyn Township now, and at the time of the licence application (by the owner) if not corrected.
2. Who from the Township will notify the residents here, that 290 Cork Line owners are applying for the Cannabis Grow licence? The timing of this is critical so residents can present their objections to Health Canada. Many people have done this already and you have seen the response back from HC.
3. What was the motion you presented and what are you proposing to change on the by-law? I have presented to you and Council what we wanted changed on the current by-law. This was reflected from input from 80+ residents of Selwyn Township on our petition. Please inform us on what you are planning.

We look forward to hearing back from you on the above items.

Thank you

Michael Muir

From: Angela Chittick

Sent: February 18, 2021 12:21 PM

To: Subject: RE: Re: proposed marijuana grow operation for 290 Cork Line, Ennismore, Ontario

Hello All

Donna requested that I provide some information as an update regarding Cannabis cultivation. At this point an application has not yet been filed for a licence. In the process of submitting feedback to Health Canada, residents and the Township also learned that Health Canada will not accept comments until an application is filed and a file # is assigned. As part of the licencing process the applicant must inform the

municipality that an application has been made. The Township is committed to keeping the residents that have made inquiries informed when a formal application has been submitted.

Please find below comments related to each point.

Thanks

Hello Donna

I see from your response to Rick Rosatte that you and Council may be taking some positive action on amending the by-law that has created this BIG problem. This has put the residents and the community here in a lot of stress and will be OUR nightmare to live with, unless the right changes are made NOW to provide the 150 meter setback. If that means the Township has to face legal challenges from the owners of 290 Cork, then I and many more will vote to go down that path. You said in your response that you are working to minimize the impact on us. Just to be clear, what has been accomplished so far is non-enforceable requests to CannDelta as outlined, in the recommendations from Robert Lamarre dated Jan 19, 2021. These are dark sky lighting, maintain existing vegetation, irrigation water to be drawn from Pigeon Lake and 290 Cork owners to communicate with Selwyn township on milestones as they go through the licencing process.

If there are other actions being taken to minimize the impacts, we would like to hear about them. There are some trailing issues that we need to be kept informed on, in addition to your new motion and by-law change.

1. What is happening with the non conforming steel buildings that are presently setback at 30 meters but must meet the existing by-law of 50 meters. It is my understanding that Selwyn Township was to notify Health Canada that the 290 Cork Line site does NOT meet the current by-law #2020-002. This needs to be stated to HC by officials at Selwyn Township now, and at the time of the licence application (by the owner) if not corrected.

- The set-backs of the current steel buildings are in conformity with the rural zone. When the building permit was applied for it was for agricultural uses (not cannabis) and as such they were built in compliance with the set-backs for the rural zone.
- IF and When an application is made to cultivate cannabis, the property owner would have to either move the existing steel structures to be in conformity with the 50 m setback for cannabis cultivation OR they would have to build new structures in conformity with the 50 m set-back OR they could apply for a Minor Variance and request that the Committee of Adjustment grant a variance to allow the structures to stay in their current location. The application for a minor variance is a public process. The property owner has the right to make an application, however the submission of an application by no means implies approval.
- The agent for the potential applicant has been advised by the Manager of Building and Planning of the above points i.e. they are aware the location of the existing structures **does not allow for the structures to be used as part of a cannabis cultivation operation.**
- As part of the Health Canada licencing requirements the applicant must inform the municipality of its application. The Township would ensure that compliance with the Township's Cannabis By-law is adhered to by communicating this to HC and the

applicant. The granting of the licence is contingent on conformity with all requirements including zoning requirements.

2. Who from the Township will notify the residents here, that 290 Cork Line owners are applying for the Cannabis Grow licence? The timing of this is critical so residents can present their objections to Health Canada. Many people have done this already and you have seen the response back from HC.
 - IF and When an application is made to cultivate cannabis, the property owner/applicant must inform the municipality. The Township's Building and Planning Department will send this notification to those that have contacted the Township to be kept informed. At this point individual residents can provide feedback to Health Canada. In addition, the Township also committed to providing a submission to HC noting the communities feedback.
 - The Township would also include the feedback about dark sky lighting, maintaining/enhancing a vegetated buffer, and irrigation water to be drawn from Pigeon Lake not the aquifer.
3. What was the motion you presented and what are you proposing to change on the by-law? I have presented to you and Council what we wanted changed on the current by-law. This was reflected from input from 80+ residents of Selwyn Township on our petition. Please inform us on what you are planning.

A copy of Councillor Ballantyne's Motion is copied below as requested

Resolution No. 2021 – 031 – Notice of Motion - Cannabis Cultivation

Councillor Donna Ballantyne – Deputy Mayor Sherry Senis –

Whereas the Township of Selwyn has a potential cannabis agriculture crop operation that is very close to residential areas being considered in Selwyn; and

Whereas this is the first such operation that the Township has considered; and

Whereas the proposal has resulted in many quality of life concerns being expressed by residents and although this proposal must move forward under the Township's current cannabis regulations, it has raised the need to consider a review of best practices and the Township's current regulation; and

Whereas there was a session at the 2021 ROMA Convention entitled, "Cannabis a Growing Concern!" indicating that there are other communities that also have concerns about the impacts of cannabis cultivation and production in their communities;

Now therefore be it resolved that staff be authorized to contact Meridian Planning Consultants, the firm that provided the original report to regulate cannabis in the Township to determine their interest in being engaged to review the Township's current regulations and that the review be funded using funds from the OCLIF Reserve and that the review also examine best practices in the Province of Ontario related to the ability of the Municipality to have the greatest control possible over crop growth and/or production within close proximity to residential properties; including reviewing minimum distance setbacks, requirements for light pollution, vegetative buffers and the removal of the waste cannabis by-product with a view to changing our current By-law as it relates to growing Cannabis outdoors on

agriculture and rural zoned lands; and that a report be brought back to Council by April 27th, 2021 providing an update for Council's consideration on the possible recommendations.

Councillor Donna Ballantyne - yes

Councillor Gerry Herron - yes

Councillor Anita Locke - yes

Mayor Andy Mitchell - yes

Deputy Mayor Sherry Senis - yes

Carried.

Angela Chittick

Manager of Community & Corporate Services /Clerk

From: Rick Rosatte

Sent: February 17, 2021 5:11 PM

Subject: Fwd: Re: proposed marijuana grow operation for 290 Cork Line, Ennismore, Ontario

FYI from Donna

Rick

Subject:Re: proposed marijuana grow operation for 290 Cork Line, Ennismore, Ontario

Date:2021-02-17 15:59

From:Donna Ballantyne

To:" Rick Rosatte

Hello Rick, I introduced a motion last Tuesday to look at setbacks and other mitigating measures and to change our by-law. This won't happen until at least May. The Federal government has made it a right to grow cannabis as a field crop as long as they get a permit from Health Canada. When we first crafted the by-law we weren't alerted to the potential to plant on such plots of land like Cork Line, we were anticipating 100 to 200 acre farms. Even when we change the by-law it won't help Cork. This is an error that many municipalities made (not to make excuses). We were inexperienced with Cannabis. I'm so sorry that this is happening. It has been my worst nightmare! I am working to minimize the impacts for you, but it's not clear what exactly we can do until they actually apply for the permit. Best regards, Donna
Sent from my BlackBerry 10 smartphone on the Bell network.

From: Rick Rosatte

Sent: Wednesday, February 17, 2021 12:07 PM

Subject: Fwd: RE: Re: proposed marijuana grow operation for 290 Cork Line, Ennismore, Ontario

Dear Andy and Councilors: I contacted the council a few weeks ago regarding my objection to the proposed cannabis grow operation at 290 Cork Line, Ennismore. I received an unsatisfactory response and so sent a letter to Maryam Monsef. Below is her reply. I feel

like I am getting the 'Run-around" by both federal and municipal governments. I {as well as many (>100) other Parkwood Shore and Ennismore residents} feel that at a minimum, the township needs to revise the by-law and erase the 50 meter setback for the grow operation (from residential properties). As well, **the township needs to revise the by-law to the recommended 150 meter setback from residential properties**. If this is not done you leave us no choice except to initiate a class-action law-suit.

Sincerely

Rick

Dr. Richard C. Rosatte

1660 Morris Ave

Ennismore,

Subject:RE: Re: proposed marijuana grow operation for 290 Cork Line, Ennismore, Ontario

Date:2021-02-16 14:59

From:<Maryam.Monsef@parl.gc.ca>

To:<Rick Rosatte

Dear Rick,

I appreciate you reaching out about this issue. As I am sure you are aware from your research obtaining a licence to grow Cannabis is a very strict and regulated process. Unless an applicant can show that they will meet every single requirement Health Canada will not issue a license. There are also additional requirements to obtain a business license from the CRA. Needless to say, it is a very in depth and strictly controlled process.

I note your objection to this application and we will certainly ensure to pass along those objections to the Ministry of Health. I will mention however that the approval or denial of an application of this nature is a regulatory process. No Member of Parliament has the ability to direct or influence the outcome of a cannabis licencing application. It is entirely under the purview of Health Canada.

In regards to the location, my understanding in the Province of Ontario is that Cannabis is considered an agricultural product. Thus the cultivation of cannabis, as well as the processing of it, where legal through the licencing process, are captured in the definition of agricultural operation under the Province's Farming and Food Production Protection Act.

Thus, if the land in question is zoned to permit agricultural production, crops can be grown, including cannabis if the person has a valid license.

The land zoning process does not fall under Federal jurisdiction so I can not offer any insight on this particular parcel of land.

Regards,

Office of Maryam Monsef, MP
Peterborough--Kawartha
Ph: 705-745-2108
F: 705-741-4123
E: maryam.monsef@parl.gc.ca

From: Rock Rosatte

Sent: February 11, 2021 3:45 PM

To: Monsef, Maryam - M.P.

Subject: Fwd: Re: proposed marijuana grow operation for 290 Cork Line, Ennismore, Ontario

On Wednesday 10/02/2021 at 5:18 pm, Rick Rosatte wrote:

Dear Maryam: I am writing to you regarding a proposed commercial cannabis grow operation at 290 Cork Line, Ennismore, Ontario.

I live in a community of 24 residential homes that is known as Parkwood Shores. It is on the east side of Pigeon Lake a few km north of the village of Ennismore (just before Gannon's Narrows)- about 20 minutes north of Peterborough.

A few of the residents of Parkwood Shores (including myself) heard (in December 2020 and January 2021) about a proposed commercial cannabis grow operation that is being planned a mere 50 meters

from our homes on Harriet Lane and Morris Ave. The Township of Selwyn has given the owners of the property (290 Cork Line, Ennismore, On) permission to construct fencing, lighting etc in preparation

for their application to Health Canada for a permit to commercially grow cannabis. The township held public meetings regarding this, however, we the residents of Parkwood Shores who live adjacent to the land

were not informed of the plans etc. or the public meeting, so we could voice our concerns - in fact not one resident of this area attended the meeting as they were not notified. I realize that growing cannabis is now legal in Ontario, however, a commercial operation a mere 50 meters from a residential area where there are young children is ludicrous.

There are many drawbacks from a grow op being so close to a residential area including depletion of our water well supply, leaching of chemicals and pesticides into our water wells, smells, lighting, and numerous other negative affects on our residential community. In my humble opinion, an operation of this type in Canada should not be located in close proximity (50 meters) to a residential community.

A number of the residents, including myself, have written letters and signed petitions against this proposed operation to the Township of Selwyn, and contacted the media, but essentially our effort has fallen on "deaf ears".

Another petition is being sent to Health Canada on Feb 12.

I urge you as the member of parliament for our area to put a stop to this proposed cannabis grow operation as it is too close to a residential area.

The reason I am writing to you is that you took immediate action when I contacted your office in 2015 when Service Canada and Revenue Canada (CRA) mistakenly declared me dead and cut off my pensions. You resolved the issue in 1 day when no one else (federal

gov't) had done a thing for 3 weeks. I am truly hoping that you will side with the residents of Parkwood Shores and put a stop to the proposed cannabis grow operation at 290 Cork Line, Ennismore, On..

Below are a few of the media items that have been published regarding the opposition to the grow operation to provide you some background.

<https://www.thestar.com/local-peterborough/news/2021/01/20/selwyn-looks-for-guidance-on-14-acre-ennismore-marijuana-grow-op.html>

<https://www.thepeterboroughexaminer.com/news/peterborough-region/2021/01/20/outdoor-marijuana-grow-op-proposed-for-ennismore-sparks-worries.html>

<https://globalnews.ca/video/7592226/land-owner-vying-for-cannabis-cultivation-license>

I look forward to hearing from you Maryam.

Sincerely

Rick

Dr. Richard C. Rosatte
1660 Morris Ave
Ennismore, Ontario

Hi Angela: I was just informed of an application by individuals to initiate a marijuana outdoor grow operation on land next to Parkwood Shores (Morris Ave, Harriet Lane), Ennismore, Selwyn Tsp.

I have been a resident of 1660 Morris Ave for 25 years and was not notified by the township or anyone else regarding this planned operation. I signed a petition to stop the development of the operation today

and was told Selwyn Tsp gave the developers approval to build 2 buildings on the property in preparation to grow marijuana on 20 acres next to our houses. This will bring property values down and no

doubt bring criminal activity to the area in view of the fact the grow op is outdoors and plants can be easily stolen. I simply cannot believe the township would give someone permission to grow marijuana outdoors next

to 25 houses in a residential development. I would like to receive a full explanation from the mayor and city council members as to why this operation was approved. Please forward this e-mail to them as I was not able

to find their e-mail addresses on the township website. If the development proceeds I would expect there will be a class-action law suit against the township.

Sincerely

Richard

Dr. Richard C. Rosatte
1660 Morris Ave
Ennismore, Ontario

Selwyn Council,

We are writing to express our ongoing concerns and opposition regarding the proposed Cannabis cultivation site at 290 Cork Line in Ennismore.

It is extremely troubling to find out that during a Pandemic and without community consultation, input, discussion or notification that a piece of land that was once a quiet field adjacent to a residential neighbourhood is being turned into a Cannabis cultivation site. It is shocking to see a chain link fence, barbed wire, No Trespassing signs and the possibility of industrial lighting polluting our beautiful lakeside night sky. The proposed Cannabis Farm is much too close to our neighbourhood and is certainly not meeting any recommended Public Health setbacks. We are standing alongside many of our neighbours in our request that every step necessary be taken to ensure that the property at 290 Cork Line is prevented from Cultivating Cannabis until all Public Health recommendations have been followed and all provincial guidelines have been reviewed as to the health and safety of residential properties that are located adjacent to proposed Cannabis cultivation sites.

As you know, there was a letter of request from residents of Ennismore/Selwyn that asked for an Interim Control By-law to stop Cannabis Cultivation in Selwyn Township and or just 290 Cork Line. By way of this request and the presentation for Mar. 9th we want to make sure and request that every step necessary is being taken to work on behalf of the residents in order to stop the 290 Cork Line owners from proceeding at the present time.

It is understood that section 38 (7) of the Planning Act may prohibit an ICBL in some instances but other provisions also allow for an extension and or a site specific ICBL to be applied at this time. Additionally, we request that Selwyn Township examine placing a Court Injunction on 290 Cork Line owners until finalization of resolution #2021-032 and implementing by-law changes applicable to 290 Cork and the proposed Cannabis Cultivation site.

We trust this is being fully examined prior to the Mar. 9th meeting and that clear communication will follow to all of the neighbouring taxpayers related to the above request.

There certainly should have been clear and transparent communication to our neighbourhood about the possibility of a large scale Cannabis Cultivation site being located at the end of our road!

We will do all in our power to prevent the Cannabis Cultivation site that is being proposed adjacent to our residential neighbourhood & we trust that you will do all in your power to support the health and well-being of all of the residents in the township.

Yours Truly,
Dr. Scott Ferrier & Shannon Selkirk-Ferrier
1654 Morris Avenue (5 houses away from the proposed Cannabis site)

From: Gordon Buchholz
Sent: Thursday, March 4, 2021 7:06 PM
To: Donna Ballantyne; Rob Lamarre; Andy Mitchell
Subject: Cannabis Cultivation in Selwyn Township Mar. 9th Council meeting

Good evening Andy, Donna and Robert,

I would ask that you please consider the letter of request from residents of Ennismore/Selwyn that asked for an Interim Control By-law to stop Cannabis Cultivation in Selwyn Township and or just 290 Cork Line. By way of this request and the presentation for Mar. 9th we want to make sure and request that every step necessary is being taken to work on behalf of the residents in order to stop 290 Cork Line owners from proceeding.

It is understood that section 38 (7) of the Planning Act may prohibit an ICBL in some instances but other provisions also allows for an extension and or a site specific ICBL to be applied at this time. Additionally, we request that Selwyn Township examine placing a Court Injunction on 290 Cork Line owners until finalization of resolution #2021-032 and implementing by-law changes applicable to 290 Cork .

We trust this is being fully examined prior to the Mar. 9th meeting and communicate the above request to the residents.

Thank You,

Gordon Buchholz

Sent: Thursday, March 4, 2021 8:09 AM
To: Donna Ballantyne
Subject: FW: Cannabis From in Ennismore/Selwyn Township

Good morning Donna. You are becoming a household word out here. The good Selwyn councillor that is trying to help us. You might have seen this but I thought I would forward it anyway. Seeing as how we recently moved here we are the new kids and know nothing. I can't believe Peterborough Health said 150 meters set back and Selwyn ignored it. Some of our homes are right on the line Donna and the rest are approximately 1000 feet away. Everyone is going to breath that STENCH and TOXINS as well as the kids for 24/7. You also have a doctor Ferrier living here who has commented below.
Dorothy and Doug Taylor

From: dyan and michael muir
Sent: Wednesday, March 3, 2021 7:56 PM
To: Taylor Doug
Subject: FW: Cannabis From in Ennismore/Selwyn Township

Doug
Here is the PDF of the letter from PPH to Selwyn requesting the 150 meter setback.
This was ingnored. I have made reference to it in many e-mails and presentations but to no avail or response from Council on why this and other requirements for 150-500 meter setbacks were ignored.

Mike

From: S&S Ferrier
Sent: February 23, 2021 4:35 PM

Subject: Fwd: Cannabis From in Ennismore/Selwyn Township

Sent from my iPhone

Begin forwarded message:

From: Carolyn Doris <cdoris@peterboroughpublichealth.ca>

Date: February 23, 2021 at 4:29:00 PM EST

Subject: RE: Cannabis From in Ennismore/Selwyn Township

Thank you for reaching out to Dr. Salvaterra and Peterborough Public Health. I've been asked to respond to your inquiry regarding the submission made to Selwyn township's zoning by-law and an amendment to the County Official Plan in 2019.

The staff members who worked in this area are currently redeployed due to COVID-19 response. As the manager of Business Continuity, I can share a copy of the submission to the County and shared with Selwyn Township for their consideration (see attached).

PPH staff have worked closely with both the City and County on including a health perspective within Official Plans and municipal decision making based on evidence and best practice in other jurisdiction. Here is the link to our submission to the County that is foundational to our approach: Health in Official Plans: A Toolkit [2018 Submission to the County of Peterborough Official Plan Review](#).

Peterborough Public Health advocates to our municipal partners and works with both elected officials and staff on a variety of issues connected to health protection and promotion. Under the Municipal Act, municipal councils have decision-making power and do so based on all the information they receive and what is relevant.

I hope you find this helpful.

Carolyn Doris

Carolyn Doris RD, MPA

Manager, Family and Community Health

cdoris@peterboroughpublichealth.ca



Jackson Square, 185 King St., Peterborough, ON K9J 2R8

P: 705-743-1000, ext. 251 | F: 705-743-2897

Nexicom Email Protection has detected a possible fraud attempt from "can01.safelinks.protection.outlook.com" claiming to be www.peterboroughpublichealth.ca

-----Original Message-----

From: ShannonandScott Ferrier

Sent: February-23-21 9:20 AM

To: Rosana Salvaterra <rsalvaterra@peterboroughpublichealth.ca>

Subject: Cannabis From in Ennismore/Selwyn Township

WARNING: This email did not originate from an internal source. Do not open attachments or click on links unless you know it is safe. ONLY if you suspect this is a phishing or fraudulent email, please forward it to IT's dedicated account for suspicious emails.

Good Morning Dr. Salvaterra,

I am writing you on a personal matter.

Dr. Ferrier and I live in Ennismore in a community called Parkwood Shores (on the shores of Pigeon Lake) and we have recently been informed by some neighbours that a large scale Cannabis production farm is being planned for the adjacent property. We were completely unaware of this proposed use of the land and have heard that Peterborough Public Health had prepared a report/presentation for Selwyn Council and made some recommendations about setbacks and distances to residential homes. Apparently these recommendations were not followed by Selwyn Council. And the farm is a mere 50 m (30 m in some locations) to the neighbouring properties.

Could you provide us with the presentation and recommendations that were sent to Selwyn Council? Or could you direct us to a staff member who may be familiar with this Cannabis Farm project in our neighbourhood.

Selwyn Council has not made the report available to residents.

Also, are these recommendations by PCCHU not something that the township of Selwyn is obliged to follow? Can they go against recommendations and create their own rules?

Much Thanks

Shannon Selkirk-Ferrier & Dr. Scott Ferrier

Sent: Sunday, February 28, 2021 12:18 PM

To: Donna Ballantyne

Subject: RE: Grow Op. 205 Cork

Thanks Donna. Donna you are one of the best Local councillors I have worked with. I originally came from Clarington, and there are stories that would curl your hair.

In Dorothy's and my case, we don't have any choices left that I can think of. It is almost impossible in this market for me to sell and get a place that is decent for my wife. I am trying to prepare a good life for her after it is my time. I owe this lady too much. Before buying here, we looked at a home over on Cork that would be as close to the Op as we are now. We thought we had found the perfect spot at this location. Neither of us want to go to an old folks home and after discussions, it was thought when my time comes, Dorothy could look after this place on her own. I have tried to put everything here that she might need to make it possible for her. We sure do need some advice on what to do. I used to drill wells with my family so I know what the toxic waste from the plants will do to the aquifer. That is one thing that comes from the plants and from 14.5 acres it will be tons of **TOXIC WASTE**, (what is the Municipality going to do about that, surely they won't condone that) It will get something, if not the aquifer, it will be the lake, or just the land itself and it will spread to adjacent properties. THIS IS ONE TIME Donna, that an 80 plus year old serious man, doesn't know what to do.

Again though thanks and you are always welcome if not for a beer at least a coffee.

Dorothy and Doug

Sent: Thursday, February 25, 2021 8:58 AM

To: Donna Ballantyne; Andy Mitchell; Sherry Senis; Anita Locke; Gerry Herron; Angela Chittick

Subject: Grow Op. 205 Cork

Dear Selwyn Council:

As taxpayers we adamantly oppose the Cannabis Farm that is being proposed beside our Residential Neighbourhood.

Given the Resolution #2021-031 Notice of Motion Cannabis Cultivation that the Township of Selwyn is waiting on a report from Meridian Planning Consultants we request:

*** SELWYN TOWNSHIP IMMEDIATELY ENACT AN INTERIM CONTROL BY-LAW TO PROHIBIT CANNIBIS CULTIVATION IN SELWYN TOWNSHIP INCLUDING ON THE PROPERTY OF 290 CORK LINE.

On behalf of myself and all surrounding residents of Ennismore we request this based on the following:

1. Recognition by all residents and Selwyn Council that the Current Cannabis By-Law #2020-002 does not currently provide, Adequate size requirements nor adequate zoning requirements. Nor Does it provide adequate buffer distance setback from property Lines as recommended by Peterborough Public Health in their letter Dec. 9 2019, and the Provincial Policy Statement with respect to Mitigation of adverse effects and precedents set out by other Townships with setbacks of between 150-500 meters. Also, the Current Cannabis By-Law is unfair to all local and surrounding residents.
2. Selwyn Council to have adequate time for Evaluation of the new Recommendation from Meridian Planning Consultants after April 27 2021 including the results of the ROMA Convention;
3. We contend that since this 290 Cork Line Cannabis outdoor Operation is the first proposed one in Selwyn Township it should NOT move forward under the current by-law since Selwyn Township is reviewing the best practice and township regulations On Cannabis Outdoor Cultivation to ensure fairness for all residents.
4. These are certainly not Farm Buildings, and it is obvious that Selwyn knew. I would like to know why we as residents were not consulted about a project of this MAGNITUDE.
5. I moved to this location in Sept of 2018, and have been told reports and a survey were sent

Around in Sept 2019. NOTHING REACHED THIS HOUSEHOLD AND THE PROJECT WAS NEVER DECLARED TO Me or my FAMILY.

6. In a letter I have received from Cannabis Licensing/ Licences cannabis (HC/SC) HC. licensing-cannabis-

Licences.SC@canada.ca

ISSUING A LICENCE IS LIKELY TO CREATE A RISK TO PUBLIC HEALTH OR PUBLIC SAFETY INCLUDING THE RISK OF DIVERSION

This Grow Op is within 1000 yds of pretty well all homes located in PARKWOOD SHORES, AND ADULTS AND KIDS WILL BE BREATHING

THESE FUMES WHICH IS A STENCH, WHAT IS THE AFFECT ON THEIR HEALTH.

Your Councillor Donna Ballantyne, has already stated that she would not like to live in this area. HOW ABOUT THE REAT OF YOU PEOPLE.

7. THE VALUE OF THESE HOMES WILL BE NOTHING COMPARED TO OUR INVESTMENT.

8. I am aware that wells have been drilled to irrigate these plants. These plants use millions of litres of water, and it is possible to calculate And estimate the water to be used and it is going to play hell on our local aquifer.

Dorothy and Doug Taylor

Feb. 25 2021

From: Gordon Duncan
Sent: Friday, March 5, 2021 7:39 AM
To: Andy Mitchell
Cc: Sherry Senis; Donna Ballantyne
Subject: 290 Cork Line cannabis grow op

Mr. Andy Mitchell & Council Members

I am a resident of Parkwood Shores community on Pigeon lake. My Property line is shared with the proposed cannabis grow op at 290 Cork Line. The current By-Law of 50m for this plot of land is not an acceptable buffer for this type of cannabis grow operation. Health Canada states that cannabis grow operation's should not impact sensitive areas which include residential. We as residents contend that since 290 Cork line cannabis outdoor grow operation is the first proposed in Selwyn Township that Council take the necessary steps and do Whatever IT TAKES To ENSURE FAIRNESS FOR ALL RESIDENTS. I am sure that if you were in our situation you would feel the same way. This is Right, Right In My BACK YARD. Let's do the right thing and make Selwyn Township a better place. To achieve this we need your help.

Gord Duncan 637 HARRIET Lane

From: Bruce MacLean
Sent: Monday, February 22, 2021 10:50 PM
To: Donna Ballantyne
Cc: Andy Mitchell
Subject: Cork Line Cannabis/ Resolution #2021-031

Donna,

We are residents living within the community that is adjacent to area affected by the proposed Cannabis Cultivation and have signed our unified objection to this project and have attached the necessary form to this email.

If you require anything further from us please do not hesitate to contact.

Thank you for your attention and assistance with regard to this very important matter.

Bruce & Sylvie MacLean
1640 Morris Ave
Ennismore, ON

Emails added as of March 8, 2021

Hi Andy/Donna et al: Attached is a supporting letter from our MPP Dave Smith regarding the proposed cannabis grow op at 290 Cork Line, Ennismore. This letter was sent to Selwyn Council yesterday. Dave's team determined this was an important issue worthy of their support. **Of special note is the recommendation of adherence to the Peterborough Health Unit's 150m set-back to residential areas for outdoor grow ops in Ennismore, specifically 290 Cork line.** This issue has gone Provincially and Federally. It is painfully obvious to me, and to all parties involved (**including MPP Dave Smith**), that the cannabis set-back by-law needs to be amended to a 150m setback from residential areas including the 290 Cork Line project. I trust when you vote on this issue on March 9 you will have **the interests of the residents of Ennismore and Selwyn Tsp in mind as they are who you are supposed to be representing, and more importantly who elected you.**

Sincerely

Rick

Dr. Richard Charles Rosatte

1660 Morris Ave

From: Bill Devitt
Sent: Friday, March 5, 2021 12:35 PM
To: Donna Ballantyne; Rob Lamarre; Andy Mitchell; Glynis Devitt; dyan and michael muir; susansladky; Gordon Duncan
Subject: Grow OP 290 Cork Line

Hello Andy , Donna and Rob,

As you have seen in the letter of request from residents of Ennismore/Selwyn, we have asked for an Interim Control By-law to stop Cannabis Cultivation in Selwyn Township and or just 290 Cork Line.

By way of this request and the presentation for Mar. 9th we want to make sure and request that every step necessary is being taken to work on behalf of the residents in order to stop 290 Cork Line owners from proceeding.

It is understood that section 38 (7) of the Planning Act may prohibit an ICBL in some instances but other provisions also allows for an extension and or a site specific ICBL to be applied at this time.

Additionally, we request that Selwyn Township examine placing a Court Injunction on 290 Cork Line owners until finalization of resolution #2021-032 and implementing by-law changes applicable to 290 Cork .

We trust this is being fully examined prior to the Mar. 9th meeting and communicate the above request to the residents.

We elected you to do the right thing for all the residents of Ennismore. The right thing in this instance is to make sure that Cannabis Grow Ops are not situated beside or behind the backyards in a residential neighborhood.

Respectfully

Bill and Glynis Devitt

1643 Harriet Lane

Ennismore

Dear Selwyn Council:

Given the Resolution #2021-031 Notice of Motion Cannabis Cultivation that the Township of Selwyn is waiting on a report from Meridian Planning Consultants we request:

*****Selwyn Township immediately enact an Interim Control By-Law to prohibit Cannabis Cultivation in Selwyn Township including on the property of 290 Cork Line.*****

On behalf of myself and the surrounding residents of Ennismore we request this based on the following:

1. Recognition by all residents and Selwyn Council that the current Cannabis By-law #2020-002 does not currently provide, adequate size requirements nor adequate zoning requirements. Nor does it provided adequate buffer distance setback from property lines as recommended by Peterborough Public Health in their letter Dec. 9, 2019, and the Provincial Policy Statement with respect to mitigation of adverse effects and precedents set out by other townships with setbacks of between 150-500 meters. Also, the current Cannabis By-law is unfair to all local and surrounding residents, except for one.
2. Selwyn Council to have adequate time for evaluation of the new recommendation from Meridian Planning Consultants after April 27 2021 including the results of the ROMA Convention;
3. We contend that since this 290 Cork Line cannabis outdoor operation is the first proposed one in Selwyn Township it should NOT move forward under the current by-law since Selwyn Township is reviewing the best practices and Township regulations on Cannabis Outdoor Cultivation to ensure fairness for all residents.

Donna as our ward councilor we request that you act on our behalf to move forward on this request and keep us updated on progress and action you are taking. We request your immediate response.

(Signed)

Address

Date

FEB 22/21

SYLVIE MACLEAN
1640 MORRIS AVE.
ENNISMORE, ON

Donna Ballantyne, Councillor – dballantyne@selwyntownship.ca

Andy Mitchell, Mayor
Sherry Senis, Deputy Mayor

Anita Lock, Councillor – alocke@selwyntownship.ca

Garry Herron, Councillor – gherron@selwyntownship.ca

amitchell@selwyntownship.ca
ssenis@selwyntownship.ca

Dear Selwyn Council:

Given the Resolution #2021-031 Notice of Motion Cannabis Cultivation that the Township of Selwyn is waiting on a report from Meridian Planning Consultants we request:

*****Selwyn Township immediately enact an Interim Control By-Law to prohibit Cannabis Cultivation in Selwyn Township including on the property of 290 Cork Line.*****

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2. Selwyn Council to have adequate time for evaluation of the new recommendation from Meridian Planning Consultants after April 27 2021 including the results of the ROMA Convention;
3. We contend that since this 290 Cork Line cannabis outdoor operation is the first proposed one in Selwyn Township it should NOT move forward under the current by-law since Selwyn Township is reviewing the best practices and Township regulations on Cannabis Outdoor Cultivation to ensure fairness for all residents.

Donna as our ward councillor we request that you act on our behalf to move forward on this request and keep us updated on progress and action you are taking. We request your immediate response.

(Signed) *Glynis Devitt*

William Devitt Date Feb. 22/21

Glynis Devitt

W Devitt

Address 1643 Harriet Lane
Selwyn Township
K0L 1T0



Date: March 9, 2021

To: Mayor Andy Mitchell and Council Members

From: Robert Lamarre, Manager of Building and Planning

Subject: Cannabis Regulation

Status: For Direction

Recommendation

That the report from the Manager of Building and Planning regarding the regulation of cannabis and the correspondence and delegation from residents noting concerns about the proposed cannabis cultivation at 290 Cork Line be received for information; and

That the scope of the best practices review be broadened to include regulations related to indoor cultivation/production activities as well as outdoor cultivation; and

That those residents that have contacted the Township be provided with a copy of this report that outlines the applicability of using an Interim Control By-law; and

That Selwyn Township, on behalf of the residents in the vicinity of the Cork Line property, reiterate its commitment to advise residents who have expressed concern about the proposal upon being notified by Health Canada that an application for an outdoor cultivation licence has been made so that residents can submit feedback directly to Health Canada; and further

That the Township submit the following comments to Health Canada in response to the application should one be submitted:

- That any lighting required on the site for access or security purposes be dark sky compliant and designed to ensure that no light spillage occurs onto neighbouring residential properties.
- The existing vegetative buffer located along the north boundary of the property which is shared with the residential Zone be maintained and further improved to mitigate the view of the crop.
- That any water required to irrigate the crop be drawn from the adjacent surface water source (Pigeon Lake) not the aquifer.
- That waste by-products be properly managed using best agricultural practices.
- That the land owner/licensee keep the Township abreast of relevant milestones as they progress through the Health Canada licensing process.
- That the applicant be advised, again, of the set-back requirements of 50 m for accessory structures ancillary to a cannabis cultivation operation.

Information

Council has been advised of the fact that the owners of the property at 290 Cork Line will be making application to Health Canada for a licence to cultivate a cannabis crop on a portion of the property. Members of the community have raised concern with the proposal through correspondence and by way of delegation and petition.

These community concerns have been conveyed to the agent managing the cannabis application and we have asked that his client adopt measures in order to mitigate several of the issues (lighting, vegetative buffer, irrigation etc.)

Most recently, Council passed the following resolution:

Resolution No. 2021 – 031 – Notice of Motion - Cannabis Cultivation
Councillor Donna Ballantyne – Deputy Mayor Sherry Senis –

Whereas the Township of Selwyn has a potential cannabis agriculture crop operation that is very close to residential areas being considered in Selwyn; and

Whereas this is the first such operation that the Township has considered; and

Whereas the proposal has resulted in many quality of life concerns being expressed by residents and although this proposal must move forward under the Township's current cannabis regulations, it has raised the need to consider a review of best practices and the Township's current regulation; and

Whereas there was a session at the 2021 ROMA Convention entitled, "Cannabis a Growing Concern!" indicating that there are other communities that also have concerns about the impacts of cannabis cultivation and production in their communities;

Now therefore be it resolved that staff be authorized to contact Meridian Planning Consultants, the firm that provided the original report to regulate cannabis in the Township to determine their interest in being engaged to review the Township's current regulations and that the review be funded using funds from the OCLIF Reserve and that the review also examine best practices in the Province of Ontario related to the ability of the Municipality to have the greatest control possible over crop growth and/or production within close proximity to residential properties; including reviewing minimum distance setbacks, requirements for light pollution, vegetative buffers and the removal of the waste cannabis by-product with a view to changing our current By-law as it relates to growing Cannabis outdoors on agriculture and rural zoned lands; and that a report be brought back to Council by April 27th, 2021 providing an update for Council's consideration on the possible recommendations.

Councillor Donna Ballantyne - yes
Councillor Gerry Herron - yes

Councillor Anita Locke - yes
Mayor Andy Mitchell - yes
Deputy Mayor Sherry Senis – yes Carried.

Best Practices Review

In accordance with Council's resolution staff have met with Meridian Planning Consultants and have established that they are able to complete the best practice review. We have discussed the potential scope of work and they are preparing a formal response to our request.

In the course of these discussions it was noted that the regulatory regime related to indoor cultivation/production has evolved significantly. Council's resolution was specific to outdoor cultivation and given the above information it would be recommended that the scope of the review be broadened to include a review of regulations as they apply to indoor cultivation and production as well. This broader scope will allow us to gain an accurate understanding of the current regulatory regime related to the cultivation of cannabis in Ontario. As the outcome of the report may result in the modification of the cannabis cultivation regulations currently in place in Selwyn, it is important to have a comprehensive understanding of the subject.

It is important to note that any modified regulations would apply to inform the development of all future proposals and could not apply retroactively to developments that existed prior to the passing of the new regulations (more on this below).

Interim Control Bylaw

Council has been asked to consider passing another interim control by-law to prohibit cannabis cultivation in the Township while the matter is further studied. Council will recall that we took that approach and passed an interim control By-law in January of 2019 ahead of the development of our current cannabis regulatory regime. That by-law was in effect until the passage of the cannabis related amendments to the Township's Official Plan and Zoning By-law on March 12, 2020.

The Planning Act regulates how municipalities can use the Interim Control By-law (ICBL) tool under Section 38. Subsection 38 (7) of the Act regulates that:

(7) Where an interim control by-law ceases to be in effect, the council of the municipality may not for a period of three years pass a further interim control by-law that applies to any lands to which the original interim control by-law applied.

That Planning Act regulation prohibits the Township from passing an interim control by-law as requested until March 12, 2023.

The provisions of the Act that allow for the extension of an ICBL apply to allow a municipality to extend an ICBL that is currently in place. This condition does not exist in this context.

In addition, Council has been asked to examine “placing a court injunction” on the property. Although the intent of the injunction isn’t specified, I would assume the injunction would seek to prevent the use of the property for the cultivation of a cannabis crop. In this context, a land owner is seeking a license from a third party in order to use their property for a purpose that is permitted under the current laws/regulations. In essence, we would be asking the court to prohibit the legal use of a property. Given that context, this would not be a viable approach.

The Township has taken a very deliberate approach to the formulation of regulations and policies that apply to the cannabis industry within our jurisdiction. We have created regulations and policies that the industry can and has relied on to make informed decision on whether or not to purchase and develop property in the Township. Any changes we might contemplate to these regulations must be taken deliberately and can only apply moving forward. The subject regulations cannot be retroactive.

Section 34 of the Planning Act authorizes the municipality to pass Zoning By-laws. Subsection (9) prohibits municipalities from creating regulations that would prevent uses that are currently lawful.

- (9) No by-law passed under this section applies,*
(a) to prevent the use of any land, building or structure for any purpose prohibited by the by-law if such land, building or structure was lawfully used for such purpose on the day of the passing of the by-law, so long as it continues to be used for that purpose; or

We have recognised the concerns expressed by the neighbouring community and have committed to working with the land owner to mitigate the impact of their proposal, and to support the community’s position with Health Canada.

Financial Impact

The costs associated with completing the best practices review were not known at the time of drafting this report. In accordance with Council’s resolution, the review will be funded using the remaining OCLIF reserve and, if additional funding is required, the Planning Contingency Reserve.

Strategic Plan Reference

Support a sustainable, balanced, and investment-ready community.

Attachments

- Summary of Resident Concerns
- Correspondence – Scanned Letter 1 and Scanned Letter 2

Robert Lamarre

Prepared By: Robert Lamarre, Manager of Building and Planning

Janice Lavalley

Reviewed By: Janice Lavalley, CAO

Dear Selwyn Township Council

From the residents of Ennismore and surrounding areas of Cork Line, Parkwood Shores, Fothergil and Windemere.

We request an Interim Control By-Law in Selwyn Township, including 290 Cork Line Property to stop any Outdoor Cannabis Cultivation.

Why we want an ICBL implemented immediately?

The original ICBL #2019-001 was implemented to collect information and determine where such facilities should be appropriately situated and regulated.

It appears that the original process of collecting public input and survey method were not successful in reaching the residents of Selwyn Township. This method lacked any public input regarding location of Outdoor Cannabis cultivation and setbacks from property lines.

This current Cannabis by-law #2020-002 is incomplete regarding Outdoor Cannabis Cultivation without consideration of the following:

1. The by-law does not address specific areas where Outdoor Cultivation facilities in agricultural zones cannot be located near, such as, residential properties/subdivisions trailer parks and golf courses.
2. Adoption of recommendations from:
 - A) Peterborough Public Health for 150 meter setbacks.
 - B) Provincial Policy Statement to mitigate adverse effects through adequate separation distance.
 - C) Meridian Planning Consultants' report dated Sept. 3rd, 2019, stating many municipalities established setbacks ranging between 150-500 meters.
3. It does not address minimum land area requirements. Although Council members assumed cultivation would be on 100-200 acres of land.

We commend and approve that Donna Ballantyne and Council for Resolution #2021-031. In doing so, we all understand that changes and improvements are necessary to the current by-law. It is evident that Federal Health Canada Cannabis Act is under review and the 2021 ROMA Convention will help guide municipalities to implement better by-laws, controls and regulations.

This is a great step forward in the right direction BUT, in this current situation, an ICBL is necessary to halt any new cannabis cultivation facilities in Selwyn Township AND the proposed 290 Cork Line.

We request 290 Cork Line to be included in an ICBL since under the present circumstances:

1. The original site permit and building structures were requested under the RURAL agriculture by-law which required a 30 meter setback.
2. The 290 Cork Line site does NOT meet the current by-law #2020-002 for Cannabis Outdoor Cultivation under sections 4.a) and 4.b)
3. Currently the 290 Cork Line site is NOT a Federal licenced cultivation facility with a permit to grow Outdoor Cannabis.
4. Revisions to the existing by-law #2020-002 are very likely to occur as a result of Resolution # 2021-031 for integration of Cannabis Cultivation into Selwyn Township. These revisions need to be applied to 290 Cork Line.
5. The recommendation letter dated Jan. 19th 2021 from Robert Lamarre only provides non-enforceable guidelines from Selwyn Township to the owners of 290 Cork Line. It does not resolve the issue with ground water contamination from pesticides, fertilizes or depletion of the aquifer. It does not resolve soil and groundwater contamination from cannabis waste or any of the close proximity adverse effects.

We request Selwyn Council To:

Immediately implement an ICBL to prohibit Cannabis Cultivation in Selwyn Township, including 290 Cork Line Ennismore KOL 1T0 and/or just 290 Cork Line.

So, lets all move forward in the right direction for the benefit and protection of Selwyn residents on this important issue.

Thanks you

Residents of Ennismore/Selwyn Township

Additional Email Sent: March 3rd

Hello Andy , Donna and Robert

As you have seen the letter of request from residents of Ennismore/Selwyn have asked for an Interim Control By-law to stop Cannabis Cultivation in Selwyn Township and or just 290 Cork Line.

By way of this request and the presentation for Mar. 9th we want to make sure and request that every step necessary is being taken to work on behalf of the residents in order to stop 290 Cork Line owners from proceeding.

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We trust this is being fully examined prior to the Mar. 9th meeting and communicate the above request to the residents.

Respectfully

Residents of Ennsimore



311 George St. N. Suite 200
Peterborough, ON K9J 3H3

T 705.876.8340 | F 705.742.8343

www.ecovueconsulting.com


Planning Justification Report

In Support of an Official Plan Amendment and a Zoning By-law Amendment
Part of Lot 24, Concession 8, Smith Ward, Township of Selwyn

Prepared for: Polish Perfection c/o Pat Hasson

EcoVue Reference No.: 19-1932

Date: January 15, 2020

A large, stylized tree graphic in a light beige color, positioned on the left side of the page, extending from the bottom to the middle section.

311 George St. N. Suite 200
Peterborough, ON K9J 3H3

T 705.876.8340 | F 705.742.8343

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1.0 BACKGROUND

This Report is being submitted in support of an application for an Official Plan Amendment and a Zoning By-law Amendment on the subject lands located in Part of Lot 24, Concession 8, Smith Ward, Selwyn Township (see **Figure 1 – Site Location**). The subject lands are approximately 0.33 hectares (0.82 acres) with approximately 30.56 metres of frontage on Eighth Line (County Road 18). The property is located just west of the former Village of Lakefield.

An amendment to the local component of the County of Peterborough Official Plan is required to permit the extension of the auto and boat detailing home industry use on the residential property. In addition, an amendment to the Township of Selwyn Comprehensive Zoning By-law 2009-021 is also required to permit the expansion. This Report examines the proposed amendments in the context of the applicable land use planning policies.

1.1 Description of the Proposal and Reasons for the Amendments

The applicants, Pat and Carrie Hasson, are proposing to expand their current home-based industry, Polish Perfection. Polish Perfection is a seasonal business that details automobiles, trucks, boats and motorcycles. As the business is expanding, the applicant is proposing to develop a 111.4 square metre (1200 square foot) accessory structure to accommodate the growing business. A concept plan is illustrated in **Figure 2 – Concept Plan**.

The subject property is currently designated Hamlet in the County of Peterborough Official Plan – Local Component and is zoned Rural Residential Exception – 413 (RR-413) in the Township of Selwyn Comprehensive Zoning By-law.

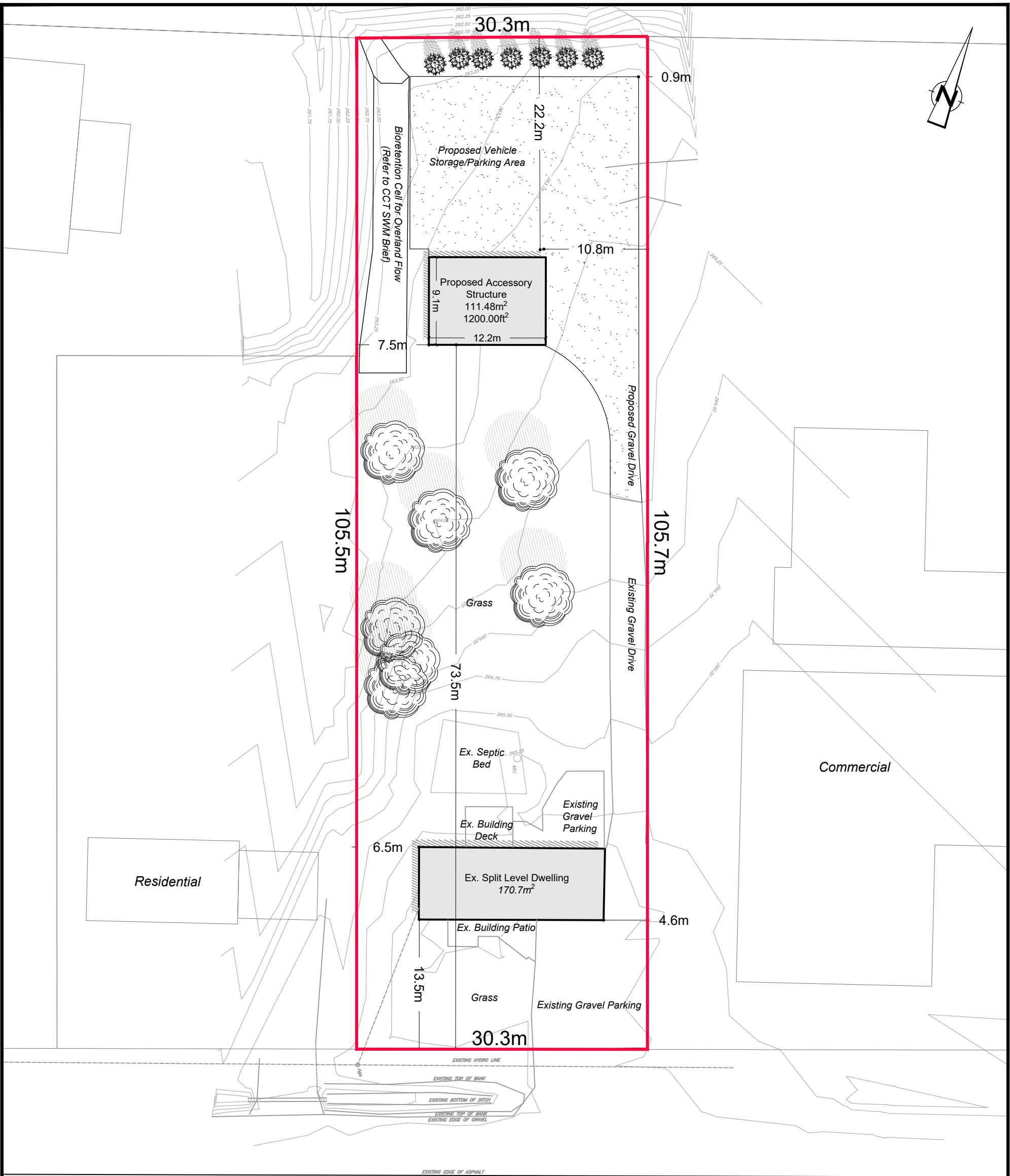
The proposed amendments will ensure that policies affecting the subject lands are consistent with policy statements issued under Section 3 of the *Planning Act* and achieve the goals and objectives of the County of Peterborough Official Plan.



Figure 1 - Site Location

Polish Perfection

Part of Lot 24, Concession 8
 1824 8th Line of Smith (County Road No. 18)
 Geographic Township of Smith
 Township of Selwyn, County of Peterborough



= Subject Property



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PROJECT NO: 19-1932

DATE: January 09 2020

HORIZ. SCALE: 1:400

Figure 2 - Concept Plan

Polish Perfection

Part of Lot 24, Concession 8
1824 8th Line of Smith (County Road No. 18)
Geographic Township of Smith
Township of Selwyn, County of Peterborough

1.3 Surrounding Land Uses

The subject property is surrounded by residential and commercial uses. The property is located just outside the Highway Commercial node located at the intersection of the Eighth Line of Smith and Buckhorn Road. This intersection includes businesses such as Kingdon Timber Mart, Scott Concrete Products and The Emporium Antiques and Collectables. In addition, Adventure outfitters is located to the north east of the subject property and CBD Transport and Excavating is located directly to the rear of Polish Perfection.

In addition to the commercial uses, the subject property is also surrounded by residential uses to the south and west.

1.4 Pre-consultation with the Township of Selwyn

Pre-consultation with the applicant, the Township and the County occurred on April 25, 2018 indicating the studies required for the application. It is our opinion that the application materials submitted with this report reflect the correspondence in terms of the purpose and scope of the proposed development for the subject lands.

Along with the Planning Justification Report, the following materials have been submitted to the Township of Selwyn in support of the planning applications:

- Stormwater Management Report (Tatham Engineering, January, 2020); and
- Traffic Impact Analysis (Tranplan Associates, November 2019).

2.0 Policy Considerations

Land use policies and regulations affecting the subject lands include the Provincial Policy Statement (PPS) as well as the *Places to Grow Act, 2005* and associated A Place to Grow: Growth Plan for the Greater Golden Horseshoe (Growth Plan) at the provincial level. At the municipal level, the County of Peterborough Official Plan and Township of Selwyn Comprehensive Zoning By-law affect the subject

lands. In this section of the report, the proposed OPA and ZBA are reviewed in the context of the policies and provisions contained in these documents.

2.1 Provincial Policy Statement

The 2014 Provincial Policy Statement (PPS) provides a policy framework for land use within the Province of Ontario. It is the responsibility of the local planning authorities – in this case the County of Peterborough and the Township of Selwyn – to uphold the policies of the PPS pertaining to land use planning and development. In particular, the planning authorities must ensure that their decisions are consistent with key provincial interests including policies related to settlement areas in rural communities, the wise use and management of resources, and public health and safety.

2.1.1 Rural Areas in Municipalities

The subject lands are not located within a settlement area and are therefore is subject to Section 1.1.4 (Rural Areas in Municipalities) and Section 1.1.5 (Rural Lands in Municipalities). It is stated in Section 1.1.4 that *‘[r]ural areas are a system of lands that may include rural settlement areas, rural lands, prime agricultural areas, natural heritage features, and areas, and other resource areas’*. The subject property is considered part of the *rural lands* as identified in Section 1.1.4.1 and growth and development may be directed to these areas in accordance with Section 1.1.5 of the PPS. Section 1.1.5.2 states that permitted uses on Rural Lands include *“resource-based recreational uses (including recreational dwellings); limited residential development; home occupations and home industries; and other rural land uses”*.

The proposed accessory building is considered an expanding home industry and is compatible with the largely commercial core area surrounding the subject property. Therefore, the proposed Official Plan amendment and Zoning By-law amendment is consistent with Section 1.1.5 of the PPS.

Furthermore, Section 1.1.5.3 states *“... economic opportunities should be promoted”*. The expansion of the home industry will contribute to the local rural economy by providing a service (boat and vehicle detailing) for residents and tourists alike.

2.1.2 Wise Use and Management of Resources

Section 2.0 of the PPS speaks to the protection of specifically defined natural heritage features, water resources, prime agricultural lands, aggregate resources, and cultural heritage. There are no water resources, prime agricultural lands, aggregate resources or cultural heritage features affecting the subject lands.

Section 2.1 of the PPS states that natural features and areas shall be protected for the long term, and that development and site alteration shall not be permitted within significant natural areas and significant habitat of endangered or threatened species. The subject property is adjacent to the Snelgrove Brook Provincially Significant Wetland. The development of the accessory building is located within the 120-metre setback from the wetland. As noted, in the Stormwater Management Report, it is anticipated there will be no impacts to the wetland.

Section 3.1 of the PPS addresses development that occurs within natural and human-made hazards. The site is not associated with any natural or human-made hazards. Therefore, the Official Plan amendment and Zoning By-law amendment applications are consistent with Section 3.1 of the PPS.

2.2 Growth Plan for the Greater Golden Horseshoe (2019)

The County of Peterborough is also included within the area covered by the A Place to Grow: Growth Plan for Greater Golden Horseshoe (2019 Growth Plan), prepared under the *Places to Grow Act, 2005*. The Growth Plan, administered by the Ministry of Municipal Affairs and the Ministry of Housing, is intended to guide decisions respecting transportation, infrastructure planning, land-use planning, housing, natural heritage and resource protection. Although the PPS provides the overall policy direction on matters of provincial interests, the Growth Plan prevails where there is a conflict, with only two exceptions: natural environment and human health.

As mentioned, the subject property is not located in a settlement area. Section 2.2.9.3 of the Growth Plan states that, subject to the *"Protecting What is Valuable"* policies in Section 4, development outside of settlement areas may be permitted on rural lands for *"other rural uses that are not appropriate for settlement areas"* that are: compatible with the rural landscape and surrounding local land uses; will be sustained by rural service levels; and will not adversely affect the protection of agriculture and aggregate

uses. As noted above, the proposed expansion is related to an existing permitted home industry use that is accessory to the primary residential uses. Therefore, the proposed Official Plan Amendment and Zoning By-law Amendment is consistent with Section 2.2.2.1 of the Growth Plan.

Section 4.2.3.1 (Key Hydrologic Features, Key Hydrologic Areas and Key Natural Heritage Features) of the Growth Plan states: “[o]utside of settlement areas, development or site alteration is not permitted in key natural heritage features that are part of the Natural Heritage System for the Growth Plan or in key hydrologic features”. The subject property does not contain any natural heritage features or key hydrologic features. Therefore, the proposal is consistent with Section 4.2.3.1 of the Growth Plan.

Section 4.2.4 (Lands Adjacent to Key Hydrologic Features and Key Natural Heritage Features) states: “Outside settlement areas, a proposal for new development or site alteration within 120 metres of a key natural heritage feature within the Natural Heritage System for the Growth Plan or a key hydrologic feature will require a natural heritage evaluation or hydrologic evaluation that identifies a vegetation protection zone, which: for key hydrologic features, fish habitat, and significant woodlands, is no less than 30 metres measured from the outside boundary of the key natural heritage feature or key hydrologic feature”. As mentioned previously, there is a provincially significant wetland adjacent to the subject property. As proposed, the development will occur within the 120-metre setback from the wetland. As noted in the Stormwater Management Report it is not anticipated that there will be negative impacts to the wetland.

Therefore, the proposal is consistent with the Growth Plan for the Greater Golden Horseshoe.

2.3 County of Peterborough Official Plan

The County of Peterborough Official Plan (CPOP) does not contain land use designations, outside of those municipalities subject to the Local Plan policies of Section 6 and 7. However, Section 4 of the CPOP identifies “Watershed Strategic Components”, which include policies related to the Rural and Cultural landscape.

2.3.1 Rural and Cultural Landscape

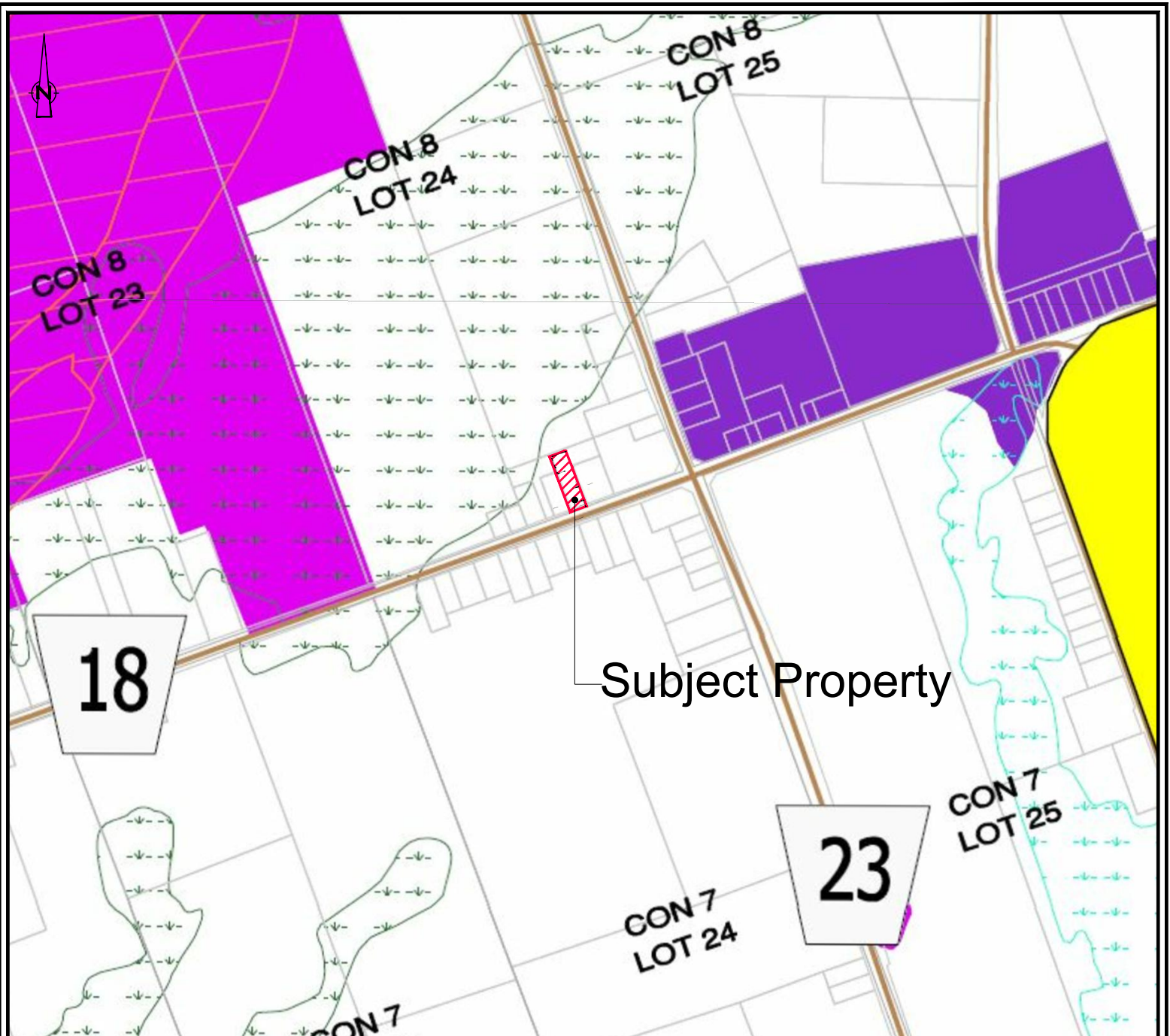
Section 4.3 speaks to the Rural and Cultural Landscape of the County and represents the areas located outside settlement areas. It is the objective of these policies to permit the appropriate amount and type of development consistent with maintaining its rural and cultural landscape. Section 4.3.3.1 states that *“throughout the rural area, home based business uses will be encouraged as permitted in the local plans”*. As such, the proposal for the expansion of Polish Perfection is consistent with the policies of the CPOP. As noted, in Section 4.3.3.1, such uses are permitted subject to local plan policies. As such, further analysis of the Local Component of the CPOP is provided below.

2.3.2 Local Component – Selwyn

Sections 6 and 7 of the CPOP speak to Local Plan Policies that are directly applicable to the Townships of Selwyn, Asphodel-Norwood, Douro-Dummer and North Kawartha. The Local Plan Policies take the place of a separate, local Official Plan for each of the aforementioned municipalities. The Local Plan Policies include land use designations and general development policies.

The CPOP functions as the lower-tier Official Plan for the Township of Selwyn. According to Schedule A1 of the CPOP (**Figure 3 – Official Plan Designation**) the subject property is located within the Rural designation. An Official Plan Amendment is required to add a special policy to the Rural designation to allow for the expansion of a home based business.

Section 6.2.2 of the CPOP speaks to the Rural designation for the local component. Low density residential uses with home occupations and home industries are permitted in the Rural designation.



Subject Property

LEGEND

Urban Component

- Growth Centre (Lakefield & Bridgenorth)
- Native Reserve (Curve Lake)

Rural Component

- ANSI – Provincial Hatch
- ANSI – Regional Hatch
- Environmental Constraint Area
- Estate Residential
- Extractive Industrial
- Aggregate Resources Area

- Hamlet
- Highway Commercial
- Prime Agricultural
- Provincially Significant Wetland
- Recreation Commercial
- Recreation – Open Space
- Lakeshore Residential

- Rural
- Rural Industrial
- Rural Settlement Area
- Seasonal Residential
- Trailer Park
- Urban Fringe Area
- Waste Management Area



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PROJECT NO: 19-1932

DATE: December 12 2019

HORIZ. SCALE: 1:10,000

**Figure 3 - Schedule "A1" to the Official Plan
of the Township of Selwyn**

Polish Perfection

Part of Lot 24, Concession 8
1824 8th Line of Smith (County Road No. 18)
Geographic Township of Smith
Township of Selwyn, County of Peterborough



Polish Perfection is a home business operated by the permanent resident of the dwelling. The business will be run out of an accessory building to the rear of the dwelling with an area for storage of vehicles and boats. It is important to note that the residential use on the property will continue to be the primary use.

Section 7 of the CPOP speaks to General Development policies for the Township of Selwyn. Specifically, Section 7.31 of the CPOP speaks to Home Industries (non-applicable policies have been omitted):

7.31 a) home industries shall be commercial or industrial activities which are limited, small scale and only operated in land use designations where permitted

Although the business will continue to be accessory to the dwelling unit, the size and scale of the business on the property exceeds what would be considered 'limited'. As such, an Official Plan amendment is required to allow for the expansion of the business beyond the 'limited' scale afforded to the accessory home industries. That said, the expanded use will meet all other home industry requirements of the CPOP as outlined below. The home industry will be limited to the accessory building to the rear of the lot behind the residential dwelling. In addition, home industries are permitted in the Rural Residential Zone.

7.31 b) home industries shall only be permitted in accessory buildings on the same lot as the proprietor

The proposed accessory building will be located at the rear of the lot behind the dwelling. As noted, the proprietor, Mr. Hasson, resides in the principal dwelling unit.

7.31 c) Adequate off-street parking shall be provided on the same lot

As proposed, there is a storage/parking area to provide off-street parking. As noted, on the Site Plan and in Section 2.4 of this Report, the proposed expansion meets the parking requirements.

7.31 d) home industries shall be clearly secondary, incidental, and subordinate to the main use of the property.

The residential dwelling will remain the main use of the property. The home industry is secondary to this use. The proposed expansion of the accessory use will be a 111.4 square metre building while the dwelling is 170.7 square metres. In addition to the size of the accessory unit, the home industry is also seasonal in nature. The business shuts down in December and reopens in February or March.

7.31 e) generally only residents of the household from which the home industry is conducted shall be employed in the home industry

A residential from the household owns and operates the business. However, they also employ one employee who does not live on the subject property.

7.31 f) regulations shall be included in the implementing Zoning By-law to govern the establishment and operations of the home industries within the Community

As part of this application, an amendment to the Zoning By-law is also being proposed. The amendment will create an exception zone to allow for the expanded home industry use on the property.

Given the above, it is our opinion that the proposed development on the subject property is consistent with, and helps to achieve, the goals and objectives of the CPOP.

2.4 Township of Selwyn Comprehensive Zoning By-law 2009-021

The subject property is zoned Rural Residential Exception 413 (RR-413), according to Schedule 'A' to By-law 2009-021 (**Figure 4**). It is stated in Schedule "B" that RR-413 is an exception zone that specifically permits a lot frontage of 30 metres. All other uses permitted in the Rural Residential (RR) Zone are permitted in the RR-413 Zone including Type A home industry uses. The Zoning By-law outlines in Section 3.16 that Type A industrial uses are uses such as *craft shops, workshops, and services shops*". It is further stated in Section 3.16 that "*any accessory structure used for a Type A Home Industry shall not exceed 39 sq. m*". Therefore, a Zoning By-law Amendment is required to allow the expansion of an existing home industry into a 111.4 sq.m building on the subject property. It is anticipated that the RR-413 Zone will be further amended to identify site-specific provisions related to the expanded home industry. The provisions are discussed below.

Accessory structures are considered a permitted use in the Rural Residential Zone so long as they are in accordance with the provisions specified in Section 3.1 of the Township's Zoning By-law. Section 3.1.2 a) states "*an accessory building or structure, which is not part of the principal or main building on the lot, shall be erected in conformity with the yard setback requirements of the respective Residential Zone...*". The table below demonstrates conformity with the appropriate setbacks of the Rural Residential Zone.

Section 3.1.3 speaks to the relationship to the principal or main building. Specifically stating that the dwelling *“shall not be erected closer than 2 m to the principal or main building”*. As such, the accessory building will be located approximately 54 metres from the principal residential dwelling.

Zoning Regulation	RR Zone	Proposed Accessory Dwelling
Front Yard (Minimum)	15 m	73.5 m
Exterior Side Yard (Minimum)	10 m	n/a
Interior Side Yard (Minimum)	4.5 m	7.5 m / 10.8 m
Rear Yard (Minimum)	10 m	22.2 m

As noted above, Section 3.16 of the Township’s Zoning By-law speaks to Home Industries. A Type ‘A’ Home Industry must comply with the following provisions:

a) *“There is no open storage of goods or materials*

The home industry requires vehicles or boats to be located on the property so they can be then taken into the building for the service. The storage will be at the rear of the building and not visible from the road. Therefore, the RR-413 Zone should permit outside storage in accordance with an approved site plan.

b) *There is no display, other than a sign of a maximum size of 0.5 sq.m to indicate to persons outside, that any part of the dwelling or accessory building is being for a purpose other than residential. Furthermore, such a sign shall be set back a minimum of 3 m from any lot line.*

There is currently a sign located in the front yard to alert residents to the home industry. The sign will be located a minimum of 3 m setback from any lot line in accordance with the Zoning By-law.

- c) *The home industry is clearly secondary to the main residential use and does not change the residential character of the dwelling nor create or become a public nuisance; in particular in regard to noise, noxious odours, emission of smoke, traffic or parking.*

The home industry will be secondary to main residential use on the property. The business will operate regular 9-5 hours between the months of February/March and December and can accommodate parking as discussed below.

- d) *Where an interior side and/or rear yard abuts a residential zone, then such interior side yard shall be a minimum of 15 m. This 15 m area shall be maintained in open space condition and the open storage of goods or materials shall not be permitted within this 15 m area.*

Due to the shape of the subject property, 15 metre interior yard setback cannot be accommodated. However, the neighbouring residential lot does not extend as far back as the subject property. The accessory building for the home industry will be located just north of the rear property line for the neighbouring residential property. That said, it is proposed that a site-specific side yard setback be included in the amended RR-413 Zone.

- e) *The home industry does not interfere with television or radio reception.*

The home industry will not interfere with television or radio reception.

- f) *There are no goods, wares or merchandise, publicly offered or exposed for sale on the premises outside of any buildings.*

There will be no goods or material publicly offered or exposed for sale on the premises. The business only offers detailing services.

- g) *Off-street parking is provided in accordance with Section 3.29."*

Section 3.29 y) requires "1 space for every 18 sq.m of floor area devoted to the use." As mentioned previously, the building will be 111.4 sq.m. This requires six parking spaces for the home industry use. As shown on the enclosed Site Plan, six parking spaces can be accommodated outside of the proposed building.

As noted herein, the proposed expansion of Polish Perfection includes a 111.4 sq.m accessory building that will be dedicated to the home industry use, exceeding the maximum of 39 sq.m outlined in Section 3.16.1. As such, an amendment to the Zoning By-law is required to allow for the larger building. A larger building is required for Polish Perfection in order for business to be conducted. It is our opinion the request for a larger building for a home industry is suitable at this property. Polish Perfection is an appropriate use on the lands as the property is in close proximity to other highway commercial uses including the neighbouring transport and excavating uses. In addition, the accessory building will be located at the rear of the property away from the adjacent residential dwellings to the west. As demonstrated above, the location of the building conforms to all setback requirements of the Zoning By-law with the exception of the side yard setback. However, as discussed, the reduced setback will not impact adjacent land uses.

Therefore, it is our opinion the proposed Zoning By-law Amendment is keeping with the intent of the Township of Selwyn Zoning By-law.

2.5 Summary of Policy Considerations

The proposed application is consistent with the provisions set out in the policy and regulations affecting the subject lands and is consistent with the *Planning Act, R.S.O 1990, as amended*, the Provincial Policy Statement, the Growth Plan for the Greater Golden Horseshoe, the County of Peterborough Official Plan and the Township of Selwyn Comprehensive Zoning By-law.

3.0 Summary

This planning report describes the proposed home industry development and provides an analysis of the application in the context of the 2014 Provincial Policy Statement, the A Place to Grow: Growth Plan for the Greater Golden Horseshoe, and the County of Peterborough Official Plan.

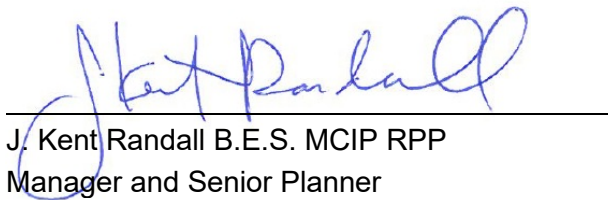
This information is intended to supplement the information requirements for the municipal planning applications as set out in Ontario Regulations 543/06 (Official Plans and Plan Amendments) and 545/06 (Zoning By-law Amendments), under the *Planning Act*.

It is the opinion of the author that:

- The proposed development is consistent with the applicable provisions of the 2014 Provincial Policy Statement.
- The proposed development is consistent with the applicable provisions of the A Place to Grow: Growth Plan for the Greater Golden Horseshoe.
- The proposal conforms to the purpose and intent of the County of Peterborough Official Plan however, an amendment to the Local Component is required to permit the proposed development.
- An amendment to the Township's Zoning By-law will be required to permit the proposed residential development. This Planning Report sets out the details of the proposed Zoning By-law amendment.
- The proposed development represents good planning. The development will be consistent with the existing form of residential and highway commercial development in the immediate area and will introduce a land use that will be compatible with the adjacent uses.
- The application for an Official Plan Amendment and a Zoning By-law Amendment should be approved.

Respectfully Submitted,

ECOVUE CONSULTING SERVICES INC.

A blue ink signature of J. Kent Randall, written in a cursive style, is positioned above a horizontal line. Below the line, the text "J. Kent Randall B.E.S. MCIP RPP" and "Manager and Senior Planner" is printed.

J. Kent Randall B.E.S. MCIP RPP
Manager and Senior Planner





311 George St. N. Suite 200
Peterborough, ON K9J 3H3

T 705.876.8340 | F 705.742.8343

www.ecovueconsulting.com

November 17, 2020

Township of Selwyn
1310 Centre Line
Selwyn, ON K9J 6X5

Attn: Jeannette Thompson, BSc., MCIP, RPP
Planner

Re: **Response to Township/Agency Comments – Zoning By-law Amendment C-02-20
Part Lot 24, Concession 8, Former Township of Smith (1824 Eighth Line)
EcoVue Reference: 19-1932**

Dear Ms. Thompson,

Please accept the following as our formal response to comments for the above-noted property (Polish Perfection). EcoVue received Township and agency comments on June 11th, 2020 and are providing the following responses below.

Comments from the Township and agencies are shown in italics, followed by our response.

1. Township Planning Comments

Please provide further details regarding the seasonality of the business and hours of operation. The PJR references a busy season. Please provide further details.

- Polish Perfection operates 9:00 am to 6:00 pm between the months of April and November.

It is not explicitly stated that the current use of the attached garage and driveway will no longer be used as part of the business. It is staff's understanding that the business will solely be operated out of the new building in the back. Please confirm.

The PJR did not review the proposal in the context of Section 1.6.6.4 of the PPS which states "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 water services may be provided that the site conditions are suitable for the long-term provision of such services with no negative impacts".

In order to satisfy policy 1.6.6.4 of the PPS as well as 7.4.4 of the Official Plan, it's staff opinion that additional detail regarding water consumption is required.

- A Water Quality Assessment prepared by GHD has been included with this submission. The Letter outlines the water usage on the property and concludes that the water usage for the detailing business (Polish Perfection) is relatively minor and can be accommodated with the existing private water servicing. The letter is included with the submission.

The PJR indicates a planting strip will be provided along the western lot line, adjacent to the residential dwelling unit to the west. The concept plan submitted with the application does not show the proposed buffer strip. This should be included on the concept plan to demonstrate the buffer strip can be accommodated and further what type of formal buffer will be proposed. The concept plan also does not delineate parking spaces or isle widths. A total of four spaces are required. Please include this on the concept plan.

- The concept plan has been revised to show the proposed buffer strip and delineated parking spaces. The revised concept can be found in **Appendix A**.

The PJR does not provide any justification regarding compatibility of the proposed use with adjacent uses. Consideration should be given to the impact of the proposed expanded business on the adjacent residential uses, particular to the west.

- The subject property is located adjacent to an existing commercial node and residential uses to the west of the property. As discussed above, a 3-metre buffer along the lot line between the neighbouring residential property and the expanded home industry to provide further separation between the uses. In addition, a Water Quantity Assessment and a Septic Review was undertaken to determine the impact of the business on the existing well and septic system. It was determined through both of these studies that there is adequate water to sustain the business with the cistern on the property and the current septic system has capacity to handle the expanded business. It is not anticipated that the proposed development will have any negative impact on neighbouring wells.

The PJR reviewed the property within the context of the Rural Residential (RR) Zone and is proposing that the RR-413 exception zone be further amended to allow the proposed use as a permitted non-residential use. Please provide a draft of the amendment text and schedule.

- A draft of the text and schedule are included in **Appendix B** of this letter.

2. Stormwater Management Comments – Otonabee Region Conservation Authority

Otonabee Region Conservation Authority (ORCA) provided comments regarding the proposed Stormwater Management (SWM) Brief. Comments 1-4 in ORCA's letter have been addressed in the attached letter from Tatham Engineering and updated Stormwater Management Brief (**Appendix D**). Although it was stated that comments 5-8 of the ORCA response could be addressed at the site plan stage, Tatham has provided a response to comments 5-7 in their letter

3. Traffic Impact Analysis Comments – Peterborough Engineering and Design

Entrance improvements to meet commercial standards under the County of Peterborough By-law 2012-026 will be required as well as pavement of the existing gravel shoulders. A sign permit will be required.

- Noted. As mentioned in the Township response, these items will be addressed at the Site Plan Approval stage.

4. Public Comments

As stated in the letter from the Township, *"the Township continues to get complaints about the business. The complainants are concerns about the depletion of the aquifer, the disturbance to the enjoyment of their property, parking on the grass and the number and size of vehicles on the property, the increasing number of employees etc."*. Each of these comments are discussed below.

- **Depletion of the aquifer**

As discussed in the Water Quantity Assessment prepared by GHD, water usage for Polish Perfection is relatively minor. In addition, a cistern tank will be used to collect rain water to accommodate the business. The Assessment from GHD demonstrates that the cistern can sustain the business and only in an extreme situation would water from the private well be used. The details are outlined in the attached letter.

- **Disturbance to the enjoyment of their property**

With the proposed shop being located at the back of the property, all activities and operations related to the business will be moved out of the public view. Visual screening will also be provided along the western lot boundary to further screen adjacent residential properties.

- **Parking on the grass**

Again, the construction of the new building in the rear of the property will accommodate most business operations and activities associated with Polish Perfection. Parking of vehicles (associated with the business) will occur at the back of the property adjacent to the new building, as shown on the concept plan.

- **Number and size of vehicles on the property**

Polish Perfection undertakes detail work on vehicles, boats, transport trucks, trailers, ATV's and more. It is anticipated that there will be a range in the number of size of vehicles on the site. However, they will be parked at the shop and not at the front of the property.

- **Increasing number of employees**

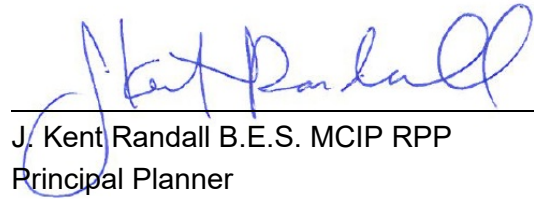
As discussed in the Planning Justification Report, the owner, Pat Hasson, is the sole full-time employee. There are two contractors who are self employed under a separate business who assist during the busy season. Additionally, there may be one to two other subcontractors that are called in on an as needed basis to provide services such as dent pulling and body work.



We trust this information is sufficient in addressing the outstanding concerns. Should any further information be required, please do not hesitate to contact the undersigned.

Respectfully submitted,

ECOVUE CONSULTING SERVICES INC.



J. Kent Randall B.E.S. MCIP RPP
Principal Planner



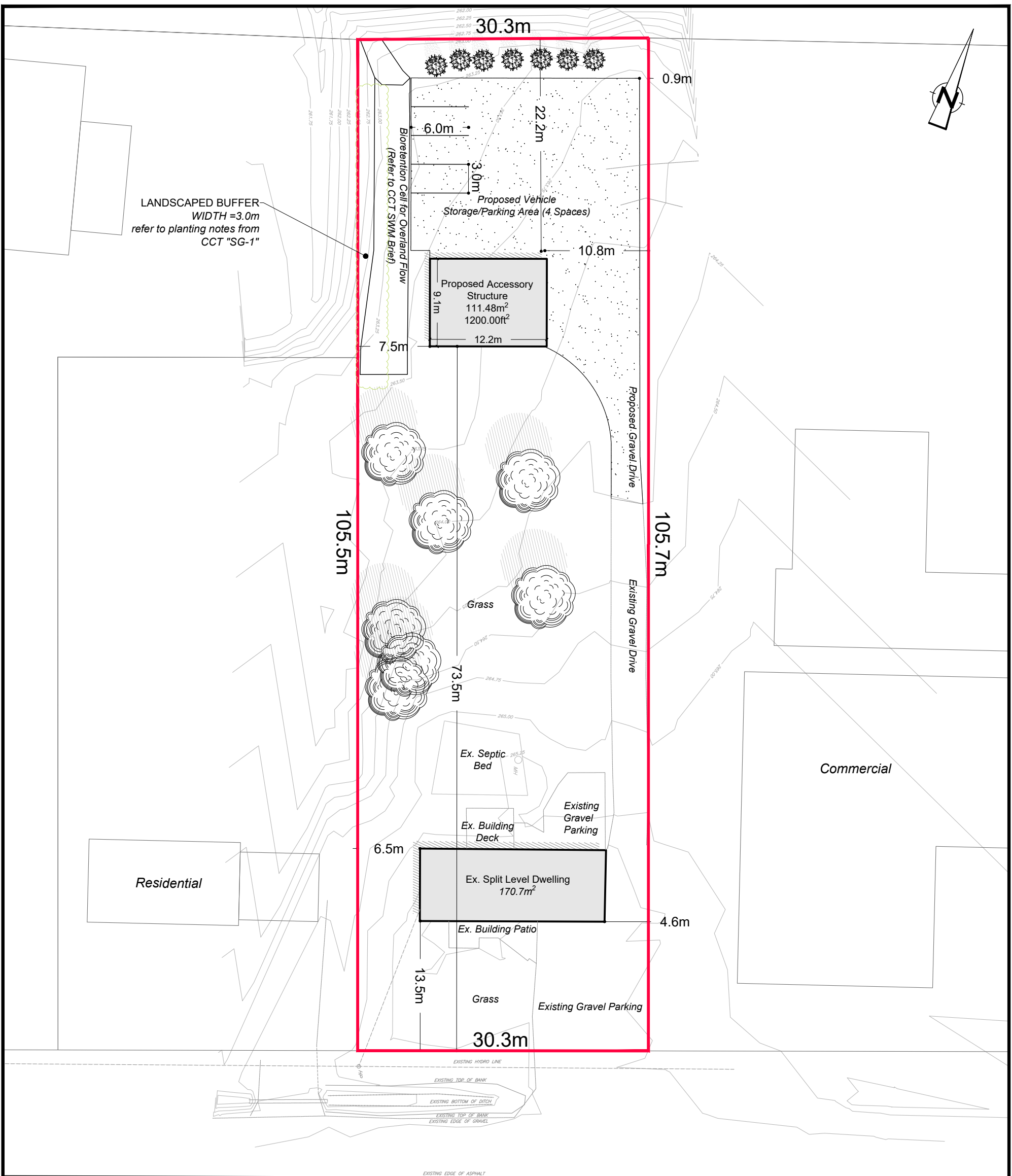


Appendix A

Revised Concept Plan

EcoVue Consulting Services





= Subject Property



www.ecovueconsulting.com

PROJECT NO: 19-1932

DATE: NOVEMBER 17 2020

HORIZ. SCALE: 1:400

Figure 2 - Concept Plan

Polish Perfection

Part of Lot 24, Concession 8
1824 8th Line of Smith (County Road No. 18)
Geographic Township of Smith
Township of Selwyn, County of Peterborough



Appendix B

Draft Zoning By-law Amendment Text

EcoVue Consulting Services



BY-LAW 2020-

By-law read a first, second and third time, and finally passed, the ____ day of _____, 2020.

Andy Mitchell, Mayor

Angela Chittick, Clerk

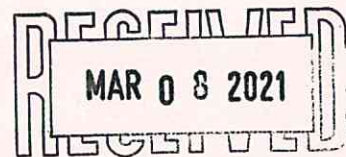
THERE IS A BUSINESS BEING OPERATED NEXT TO MY PROPERTY. THEY DETAIL AND WASH BIG TRUCKS, CARS, BOATS, etc. THEY USE CHEMICALS TO CLEAN ENGINES AND LOWER UNITS AND LARGE VOLUMES OF WATER. MY CONCERN IS CONTAMINATION TO MY WATER SYSTEM, ON MY PROPERTY FROM THE RUNOFF, AS MY PROPERTY IS LOWER AND MY WELL IS 100' AWAY FROM WORK SITE. THE TOWNSHIP IS AWARE OF THIS. THE BUSINESS CONTINUES TO OPERATE AND I'M CONCERNED THAT THE USE OF LARGE VOLUMES OF WATER COULD CAUSE MY WELL TO GO DRY. PROPER DRAINAGE IS ANOTHER CONCERN. I AM REQUESTING THIS SITUATION BE INVESTIGATED.

PAT MACDONALD.
#1820 8TH LINE

June 4, 2020

C.C. A. MITCHELL
S. SENIS
D. BALLANTYNE
G. HERRON
A. LOCKE
R. LAMARRE

March 5, 2021



To Whom It May Concern:

My name is Pat MacDonald, I live at #1820, 8TH Lane, Lakefield, Ont. K0L 2H0. I have concerns about the Business, Polish Perfections operating next door to me.





My concerns are as follows:

1. Water usage (a power sprayer uses 2.5 gals. per minute)
(Polish Perfections supposedly uses 250 L per day)
(It takes 18 mins to use 250 L (estimate))
2. How big is his cistern going to be in gallons.
3. When cistern is empty he should not be using his house well to refill it.
4. What becomes of the gray water
5. All parking of vehicles and boats should have to be parked at the back of the new building
6. All work should have to be done at the back of his building.

Concerned Citizen

Pat Mac Donald


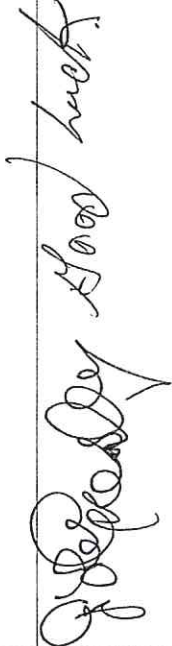
Proposed Zoning By-law Amendment – 1824 Eighth Line

NAME & EMAIL	ADDRESS	COMMENTS
GRAHAM WILKINS	1828 8th 8th Line	OUR BUSINESS, PALUSKI BOATS, IS NEXT TO POLISH PERFECTION, AND WE BELIEVE HE SHOULD BE ALLOWED TO OPERATE & EXPAND HIS BUSINESS.
PATRICK SMITH	1828 8th Line	AS CO-OWNER OF PALUSKI BOAT LTD. AND AS A MEMBER OF THE SELWYN ECONOMIC DEVELOPMENT COMMITTEE I AM EAGER TO SEE POLISH PERFECTION EXPAND THEIR BUSINESS. 
Craig & Kim Tedford	1840 8th Line	A&T Scott Concrete Products Ltd. is in agreement with the expansion of Polish Perfection Good Luck Pat! 
John & Linda Dunford	1328 Buckhornville	NO PROBLEM PAT. CAN'T STOP FROM LIKING Business 
Scott & Keli Davis	1804 8th Line	Scott & Keli Davis is in agreement with the expansion of Polish Perfection 

Proposed Zoning By-law Amendment -- 1824 Eighth Line

NAME & EMAIL	ADDRESS	COMMENTS
MIKE DUNFORD EXCAVATING	1816 8th Line	no worries HERE. GOOD LUCK. PAT.
Nicole Rowe	1623 8th line	Best of luck!
Tom St. Antoine	1833 8th line	Good of Luck
Monna Wofford	1720 8th LINE	Good Luck
John Dan	1701 8th Line	Good luck!

Proposed Zoning By-law Amendment – 1824 Eighth Line

NAME & EMAIL	ADDRESS	COMMENTS
Brent Sargent	1807 8th line	
Brian Sargent 1807 8th line		
Mike DeMaeyer 1881 8th line		a great small business for our community.
Jeff Moore 1827 8th line	1827 8th Line	
Janice 1224, 8th line		

Proposed Zoning By-law Amendment – 1824 Eighth Line

NAME & EMAIL	ADDRESS	COMMENTS
Paul Thompson	1745-8TH LINE	No Problems with Him Moving Ahead P77L
Grant & Moby Hannon	1781 EIGHTH LINE	'COME GROW WITH US' HELLO
Doug & ENID HANNON	1785 EIGHTH LINE	Larry Hannon.
CLAUDE & DENISE CARRIERE	1791 EIGHTH LINE	NO PROBLEM, GOOD LUCK IN YOUR BUSINESS.
Harold Bual	1795 EIGHTH LINE	no problem. Harold Bual

Declan Hasson

1824 8th Line

to whom it may concern,

I think Daddy should build

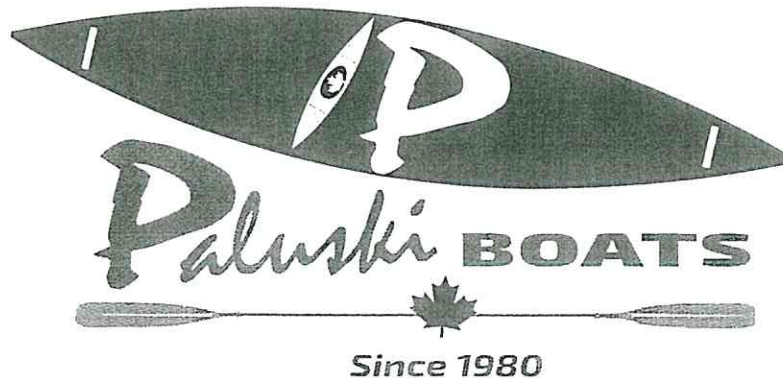
a shop. he needs more room
for trucks and boats.

and so daddy doesn't have to

work outside. so there is no noise
inside our house.

thank you.

Declan Hasson



March 6th, 2021

Selwyn Council

To the Members of the Selwyn Township Council,

I am writing regarding the Zoning Application submitted for the property known as 1824 Eighth Line.

My business is located beside this property and we have watched Pat's business, Polish Perfection grow over the past few years. I can confirm that Pat has always operated his business in a responsible manner and that his business has no negative impacts on our businesses or our property. I am reassured that Pat has gone to expense of obtaining the studies required that confirm that his proposed building will not have any negative impact on any of his neighbors.

Our Township relies on small independent businesses to provide local employment and support the services the Township provides to local residents through the taxes we pay as business and property owners. I strongly urge the Selwyn Council to approve Pat's Zoning Amendment and allow him to continue to operate his business in a safe and responsible manner.

Sincerely

Graham Wilkins
President
Paluski Boats Limited

cc. Pat Hassen

Township of Selwyn
P O Box 279
Bridgenorth, ON K0L 2H0

RE: Submission for zoning amendment 1824 Eighth Line

We have no objection to the request for rezoning to permit an automobile and boat detailing business, Also no objection for the 1200 square foot structure at the rear of the property.

The structure at the back of the lot will provide the activities of the business to happen further away from the main road.

A handwritten signature in cursive script, appearing to read "John & Linda Dunford".

John (Clinton) & Linda Dunford

1328 Buckhorn Rd.

March 5th,

To whom this may concern

I am writing this letter on behalf of Pat Hasson owner of Polish perfection. I have watched this business grow for years. He has always kept his property clean and organized while conducting his business. I have listened to his dreams of expanding and the many troubles caused by so few trying to sabotage his success. The fact that he has been fighting over 2 years to be allowed to build a shop far from the road is Ludacris to me. He is surrounded by commercial properties. Everytime the township has given him a "hoop" to jump through he does, just to be met with another at every turn. He has done nothing but comply with a smile on his face. I can't imagine what this has cost him. The sleepless nights. The lost revenue. And the uncertainty of his future business caused by so few. I hope the township comes to there senses and overrides the couple of complainers that would never be happy no matter what he does. I hope the majority rules in this decision.

Why is it so hard for the little guy to get ahead in this township?

Vince Orlandi

Selwyn resident for 25 years

Neighbour to Pat for 10 years



March 6th, 2021

Selwyn Council

To the Members of the Selwyn Township Council,

Please accept this letter of support for the rezoning of the property --1824 8th Line. operating as Polish Perfection.

Pat Hasson has been a good neighbour. His operation has had no negative impact on our businesses or on our property.

We have watched Polish Perfection grow into a thriving small business. They draw customers from all over the area. On many occasions, customers of Polish Perfection have become customers of Paluski Boats and Adventure Outfitters

I strongly recommend that you pass this amendment.

Sincerely

Patrick Smith.
Paluski Boats Limited

cc. Pat Hassen

ROTO Spa

Portable • Affordable • Luxury

March 5, 2021

To Whom It May Concern,

This letter is in support of the application of Polish Perfection to construct a new shop at their location on the 8th Line, Lakefield.

We have known Pat for many years and he has always conducted business in a professional manner and has performed an outstanding job on our vehicles.

We hope that our Township would support and encourage small business growth and the resulting creation of new jobs and increase in the tax base, especially in these difficult times with so many businesses just trying to hang on, let alone thrive and expand!

Sincerely;

Fred Jackson

Bill Prentice

The image shows two handwritten signatures in black ink. The top signature is for Fred Jackson and the bottom signature is for Bill Prentice. Both signatures are written in a cursive, flowing style.

RotoSpa Hot Tubs

1565 Eighth line,

Lakefield, Ontario

K0L 2H0



R & J Machine
MARINE DOCKING & LIFT SOLUTIONS

1601 Eighth Line, Lakefield, ON
K0L 2H0 Tel: (705) 652-6731
rjmachine.ca

March 8th, 2021

Re: Polish Perfection Rezoning

To whom it may concern;

I am writing with regards to the rezoning application submitted by Polish Perfection, 1824 8th line, Lakefield, Ontario.

We at R&J Machine fully support this application. They do an excellent job and their only drawback is not having a decent building that they can work inside of 12 months of the year. His idea of building behind his home would keep a lot of the activity out behind and in most cases would not be seen from the road.

In this time when more businesses are closing than are opening, I think the Township should support this application and help keep as many people working as possible.

Thank you,

Yours truly,

Rick & Jennifer Hickson

Jeanette Thompson, Planner, Township of Selwyn

Re File Number C-02-20

We are writing this letter in response to the application concerning a proposed Zoning by-law amendment for lands described as Part Lot 24, Concession 8 in Smith Ward. (Municipally known as 1824 Eighth Line).

The studies and supporting documentation have been peer reviewed by qualified professionals and the conclusions and recommendations have been found to be acceptable.

The existing business has operated and grown successfully over the past several years providing employment opportunities and a much needed service for the community. Expanding this facility and locating the operation at the rear of the property is a preferable decision.

With Scott Concrete, Paluski Boats and CBD Transport all flourishing businesses, encouraging an existing businesses growth would be productive.

The recent construction of the new Kingdon Timber Mart speaks to how Lakefield is expanding and growing. Over the past several years we have seen several commercial businesses developed on the Eighth Line.

We have lived here for over 45 years and watched this area develop and grow commercially.

We have no objections to the amendment, and find the proposal acceptable.

Wm. Grant Holland and Mary Holland

The block contains two handwritten signatures in black ink. The signature on the left is for Wm. Grant Holland, appearing as 'WGH'. The signature on the right is for Mary Holland, appearing as 'Mary Holland' in a cursive script.

TO WHOM IT CONCERN.

I'M IN SUPPORT OF PAT HASSON
AND HIS SMALL BUSINESS

POLISH PERFECTION

AND HIS APPLICATION FOR

REZONING AT 1824 8TH LINE

BEING OWNER OF A SMALL BUSINESS
OF MY OWN NEXT DOOR, I HAVE
SEEN OR HAD NO ISSUES OR
ANY NEGATIVE IMPACT IN THE
PAST OR EXPECT ANY IN THE
FUTURE. WE NEED TO SUPPORT
MORE SMALL BUSINESSES. IN
THE AREA.

THANKS. MIKE DUNFORD EXCAVATING

MJD.

**The Corporation of the
Township of Selwyn**

By-law Number 2021-015

**Being a By-law passed pursuant to the provisions of
Section 34 of *The Planning Act*, R.S.O. 1990, as amended to amend
the Township of Selwyn Comprehensive
Zoning By-law No. 2009-021, as otherwise amended**

Whereas the Council of the Corporation of the Township of Selwyn has received an application to amend By-Law No. 2009-021, otherwise known as the Comprehensive Zoning By-Law, insofar as is necessary to re-zone those lands described as being Part of Lot 24, Concession 8 in the Smith Ward (1824 Eighth Line).

The proposed Zoning By-Law Amendment related to the subject lands will amend the site-specific zone category, ***“Rural Residential Exception 413 (RR-413) Zone”***, of the subject lands; together with applying a ***“Rural Residential Exception 413-holding (RR-413(h)) Zone”*** to a certain portion of the subject lands. This would permit an additional the small-scale commercial use (i.e. an automobile and boat detailing business) as a permitted use.

Whereas the Ontario Municipal Act, 2001, S.O. 2001, c.25, Section 5.3, as amended, states that a municipal power shall be exercised by By-law unless the municipality is specifically authorized to do otherwise;

Now therefore the Council of the Corporation of the Township of Selwyn enacts as follows:

1. **That** Schedule “A” attached to and forming part of By-law No. 2009-021, as otherwise amended, is hereby further amended by changing the zone category of certain lands described as being situated in Part of Lot 24, Concession 8 in the Smith Ward (1824 Eighth Line) from ***“Rural Residential Exception 413 (RR-413) Zone”*** to ***“Rural Residential Exception 413-holding (RR-413(h)) Zone”***, as illustrated on Schedule “A” attached hereto and by this reference forming part of this By-law.
2. That Schedule ‘B’, entitled Exceptions Zones, of By-law No. 2009-021, as amended, is hereby further amended with the deletion of subsection 423, and replacing it with the following:

“Rural Residential Exception 413-holding (RR-413h)
Roll No. 1516.020.003.26600

Notwithstanding any other provisions of the Rural Residential (RR) Zone to the contrary, within the following provisions shall apply:

a) Permitted Uses:

- i) Auto / boat detailing shop;
- ii) Those uses permitted in Section 4.12.1 of this By-law.

b) Regulations

- i) Lot Frontage (Minimum) 30 m

c) All other provisions of the Rural Residential (RR) Zone shall apply.

d) The Holding (H) symbol attached to the lands being the subject of this By-law shall be removed only the property owner has entered into a site plan agreement to the satisfaction of the Township, and/or the County of Peterborough, and/ or Conservation Authority.”

3. **That** subject to notice of the passing of this By-law in accordance with the provisions of Section 34(18) of the Planning Act, this By-law shall come into force and effect on the date of passing by the Council of the Corporation of the Township of Selwyn where no notice of appeal or objection is received pursuant to the provisions of Section 34(21) of *The Planning Act*, R.S.O.1990, as amended.

Read a first, second, and third time and finally passed this **** day of
*****, 2021.

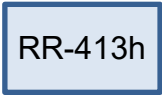
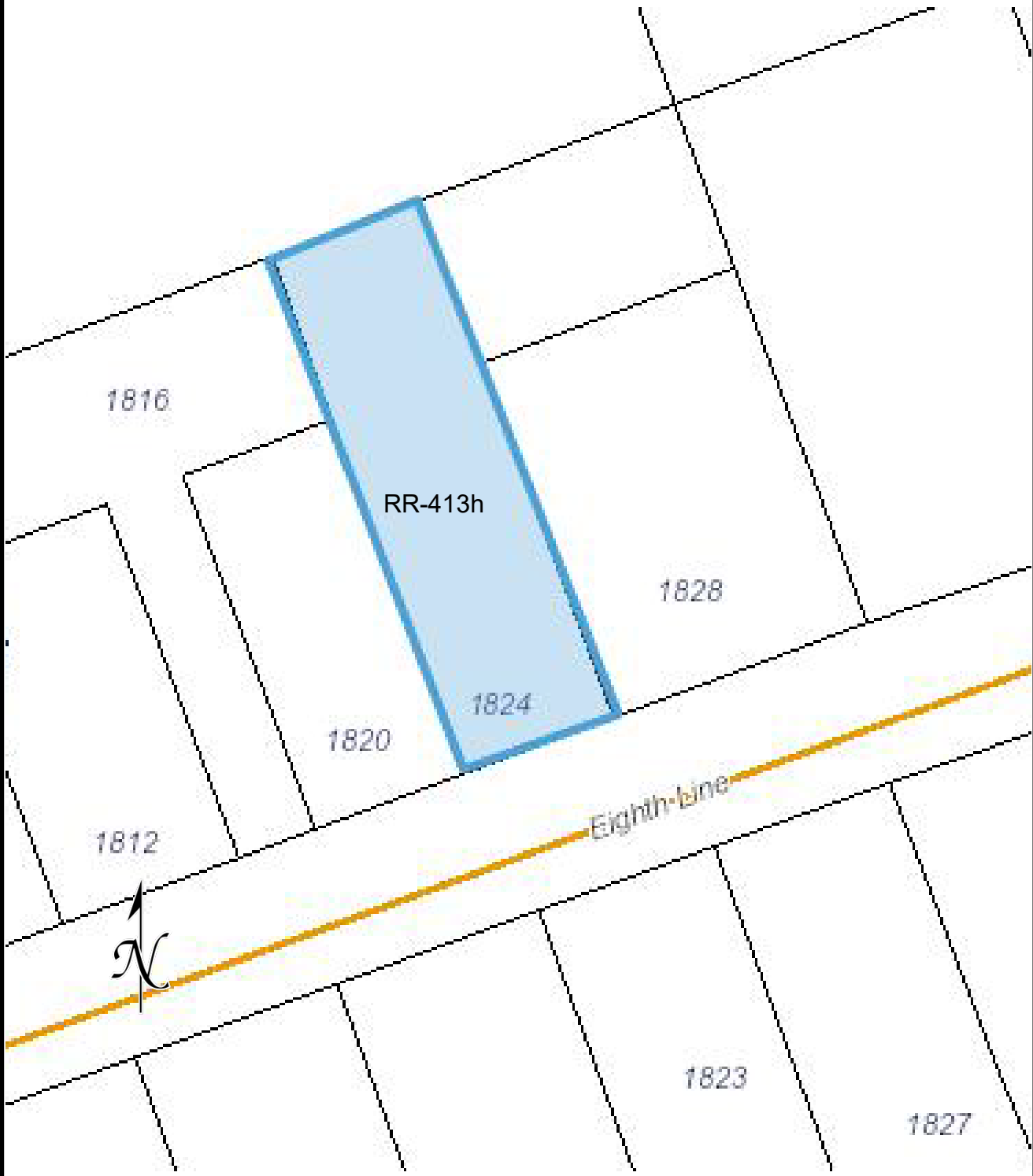
Andy Mitchell, Mayor

Angela Chittick, Clerk

Corporate Seal

The Corporation of the
Township of Selwyn

Schedule 'A' to By-law No. 2021-015



Lands to be rezoned from “**Rural Residential Exception 413 (RR-413) Zone**” to “**Rural Residential Exception 413-holding (RR-413h) Zone**”.

Certificate of Authentication
This is Schedule 'A' to By-law No.
2021-015 passed this **** day of
****, 2021.

Andy Mitchell, Mayor

Angela Chittick, Clerk

Corporate Seal



Date: March 9, 2021

To: Mayor Andy Mitchell and Council Members

From: Jeannette Thompson, Planner

Subject: Zoning By-law Amendment
(Part of Lot 24, Concession 8 (Smith Ward)
- 1824 Eighth Line)

Status: For Direction

Recommendation

That the report of the Planner regarding the Zoning By-law Amendment related to lands described as Part of Lot 24, Concession 8 in the Smith Ward (1824 Eighth Line) be received for information; and

That staff continue to work with the applicant to establish a viable solution for the disposal of greywater generated from the automobile and boat detailing operation; and

That staff consider the input received resulting from the public meeting, and bring back a recommendation for Council's consideration at a future Council meeting.

Information

Summary of Application

The Township has received a complete application for a Zoning By-law Amendment (ZBLA), for the lands described as being Part of Lot 24, Concession 8 in the Smith Ward, municipally known as 1824 Eighth Line (Figure 1).



Figure 1: Location Plan

The property owners are presently operating a home-based business/industry, Polish Perfection, on the subject property. According to the Planning Justification Report (PJR) completed by EcoVue Consulting Services Inc., *“Polish Perfection is a seasonal business that details automobiles, trucks, boats and motorcycles. As the business is expanding, the applicant is proposing to develop a 111.4 square metre (1200 square foot) accessory structure to accommodate the growing business (refer to Figure 2).*

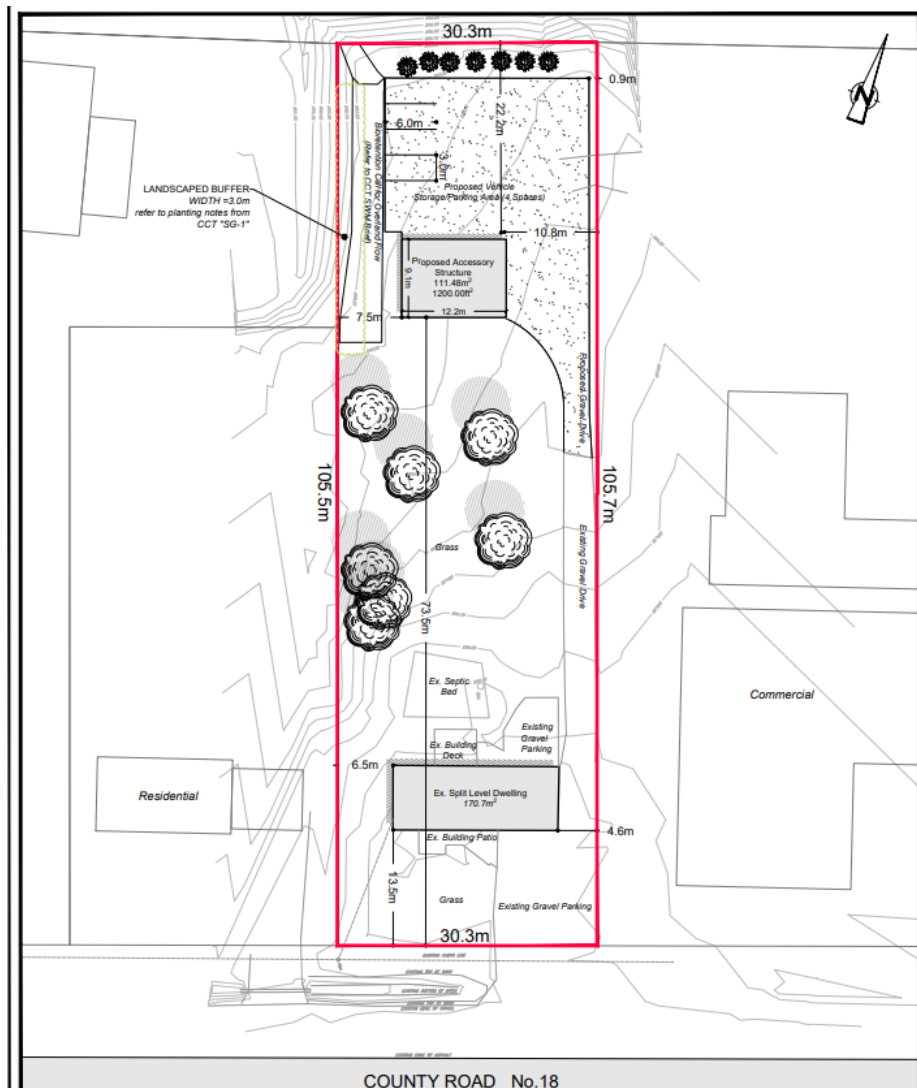


Figure 2: Concept Plan of Development Proposal

Presently the lands are designated **‘Rural’**; and zoned ***“Rural Residential Exception 413 (RR-413)”***.

The **Rural** designation permits *“limited small-sale commercial uses”*. Presently, the property owner is operating a home-based business/industry from the subject lands. As

noted above, the business has grown over the years, and the property owner is proposing to expand the business. The PJR indicates that the business is expanding beyond the scope of what would be considered a home-based business/industry; however, EcoVue asserts that the proposed use is considered to be a small-scale commercial use – and as such is permitted within the **Rural** designation. County and Township staff agree with this interpretation.

The property is zoned “**Rural Residential Exception 413 (RR-413)**”. The exception zone specifically permits a minimum lot frontage of 30 metres. Otherwise, all other provisions of the **RR** zone apply. As previously noted, the development proposal is beyond the scope of what would be considered a home industry. Further, the **RR** zone does not permit small-scale commercial/industrial uses beyond what would be considered a home-based business/industry. Therefore, the application proposes to complete a textual amendment to the **RR-413** zone, which would add the small-scale commercial uses – an automobile and boat detailing business - as a permitted use. It is proposed that a holding provision will be placed on the subject lands, which would obligate the property owner to enter into a site plan agreement with the municipality prior to the removal of the holding provision.

In support of the application, the following documents/studies were submitted:

- Planning Justification Report (PJR) prepared by EcoVue Consulting Services Inc., dated January 15, 2020;
- Traffic Impact Analysis (TIS) prepared by Transplan Associates dated November 13, 2019; and
- Stormwater Management Brief (SWM) prepared by Tatham Engineering date January 7, 2020.

As a result of the initial peer review, additional documentation was submitted, including:

- Water Quantity Assessment prepared by GHD Limited, dated August 14, 2020;
- Sewage System Assessment prepared by EcoVue Consulting Services Inc, dated 2020/11/03; and
- Email from EcoVue Consulting Inc., dated February 25, 2021, related to the disposal of greywater from the proposed operation.

The studies / supporting documentation have been peer reviewed by qualified professionals; and the conclusions and recommendations have been found to be acceptable, with the exception of the management of greywater generated from the automobile and boat detailing operation.

The Township’s peer review engineers, Stantec have requested additional information related to the disposal of greywater (additional details can be found on page 5 and 13).

As noted above, a holding provision will be applied to the subject property which will obligate the property owner to enter into a site plan agreement with the municipality. The site plan agreement will incorporate the recommendations of the various supporting documents/studies.

A review of the application has been completed to determine conformity with the applicable policies of the Provincial Policy Statement (2020), Growth Plan (2019), County/Township Official Plan, and Township Comprehensive Zoning By-law (refer to the Planning Analysis).

Response to Circulation of Notice

Dated May 7, 2020, the prescribed Ministries and Agencies were provided with notice of the “complete” application via email / courier and facsimile. The Township provided Notice of a Complete Application and a Public Meeting on February 16, 2021 by prepaid first-class mail to any property owner(s) within a 120 metre radius of the subject lands. The prescribed Ministries and Agencies were provided notice via email and facsimile. The subject property was posted with a sign advertising the public meeting. The notice is available on the Township’s website. The notice circulation complies with the requirements of *The Planning Act*. The following correspondence has been received to date:

Agency/Ministry/Peer Review Comments

- Enbridge Gas Inc., dated May 11, 2020.

Comment Summary: No objection to the application.

- Review of the Stormwater Management Report completed by ORCA, dated May 22, 2020; and December 21, 2020.

Comment Summary: The SWM Report has been reviewed by ORCA technical staff and are deemed to be satisfactory. Additional information has been requested to be addressed at the site plan stage of the development.

- Review of Traffic Impact Analysis by the County of Peterborough Engineering and Design, dated May 26, 2020. November 13, 2020.

Comment Summary: Entrance Improvements to meet commercial standard will be required, as well as paving of the existing gravel shoulders. A sign permit may also be required for signage on the property. These items can be addressed as a function of the site plan approval process.

- Peer Review completed by Stantec Consulting Ltd., dated January 29, 2021, and March 2, 2021.

Comment Summary: Stantec completed a review of the Septic System and Water Quantity Assessment, and concurred that the existing septic system would be capable of handling the additional domestic sewage flow. Further, Stantec concurred that the well is shown to adequately meet both the water demand of the home and business with very little drawdown and is not expected to interfere with water quantities of neighbouring wells.

However, Stantec has noted the following concerns related to disposal of greywater associated with the detailing operation:

Stantec has noted that the applicant intends to discharge the boats/vehicles water into the stormwater system, this system is intended to receive stormwater only, and this arrangement is generally not acceptable, especially as the site has its own sanitary system. Stantec has further noted that although the applicant does not intend to use chemicals in his cleaning, there remains a high probability that the cleaning will add various pollutants to the water, this could only be confirmed through monitoring program. The proposed Low Impact Development (LID) measures are not sufficient to remove these pollutants. Finally, the applicant has indicated that they intend to use gravel pads underneath vehicles/boats when washing, however, these are not fixed structures, and may not be used all the time.

Public Comments

- Comments were received from Pat MacDonald dated June 4, 2020, identifying a number of concerns including: contamination of well due to greywater runoff of the operation, depletion of well due to water usage, and improper drainage. As noted above, peer review of the supporting documents were completed, and with the exception of the disposal of the grey water, concluded that the proposal would not adversely impact the neighbouring property owner in these matters.

A solution to the management of the grey water will have to be established before the proposed by-law amendment will be provided to Council for consideration. We will keep Mr. MacDonald informed of the treatment methodology and provide him with an opportunity to review the proposal.

No further comments from the public have been received to date.

Site Plan Approval

As noted earlier in the report, the proposed Zoning By-law amendment will be subject to a holding provision the removal of which will be the execution of a site plan agreement (SPA). The SPA will contain provision that will obligate the land owner to develop the site in accordance with the design and recommendations contained within the supporting documents. Equally important, it will contain provisions that will also obligate the land owner to operate the facility in accordance with recommendations made in the supporting documents and within the limits of the specified quantities that formed the basis of the recommendations.

Financial Impact

The recommendation in this report has no financial impact.

Strategic Plan Reference

Goal 3: Support a sustainable, balanced, and investment-ready community.

Official Plan and Zoning By-law updates that support environmental and agricultural stewardship, housing diversity and economic investment.

Environmental Impact

The recommendation in this report has no environmental impact.

Attachment

- Planning Justification Report prepared by EcoVue Consulting Services Inc., dated January 15, 2020;
- Agency/Ministry/Peer Review/Public Comments
- Response to Township/Agency Comments, prepared by EcoVue Consulting Services Inc., dated November 17, 2020;
- Draft Zoning By-law Amendment prepared by Township Planning Staff.

Jeannette Thompson

Prepared By: Jeannette Thompson, Planner

Robert Lamarre

Reviewed By: Robert Lamarre, Manager of Building & Planning

Janice Lavalley

Reviewed By: Janice Lavalley, CAO

Planning Analysis for Zoning By-law Amendment File No. C-02-20

The Application & the Development Proposal

The Township has received a complete application for a Zoning By-law Amendment (ZBLA), for the lands described as being Part of Lot 24, Concession 8 in the Smith Ward, municipally known as 1824 Eighth Line (Figure 1).

The property owners are presently operating a home-based business/industry, Polish Perfection, on the subject property. According to the Planning Justification Report (PJR) completed by EcoVue Consulting Services Inc., *“Polish Perfection is a seasonal business that details automobiles, trucks, boats and motorcycles. As the business is expanding, the applicant is proposing to develop a 111.4 square metre (1200 square foot) accessory structure to accommodate the growing business (refer to Figure 2).”*

As noted above, the development proposal includes the construction of a 120 square metre (1,200 square foot) building. The existing driveway will be extended to the proposed building; and a gravel parking area will be established to the rear of the proposed building (refer to Figure 2). The entrance will be upgraded to a commercial standard. A SWM facility (i.e. bio-retention cell) will be constructed along the north-westerly limits of the property.

Presently the lands are designated ‘**Rural**’; and zoned “**Rural Residential Exception 413 (RR-413)**”.

The **Rural** designation permits “*limited small-sale commercial uses*”. Presently, the property owner is operating a home-based business/industry from the subject lands. As noted above, the business has grown over the years, and the property owner is proposing to expand the business. The PJR indicates that the business is expanding beyond the scope of what would be considered a home-based business/industry; however, EcoVue asserts that the proposed use is considered to be a small-scale commercial use – and as such is permitted within the **Rural** designation. County and Township staff agree with this interpretation.

The property is zoned “**Rural Residential Exception 413 (RR-413)**”. The exception zone specifically permits a minimum lot frontage of 30 metres. Otherwise, all other provisions of the **RR** zone apply. As previously noted, the development proposal is beyond the scope of what would be considered a home industry. Further, the **RR** zone does not permit small-scale commercial/industrial uses beyond what would be considered a home-based business/industry. Therefore, the application proposes to complete a textural amendment to the **RR-413** zone, which would add the small-scale commercial uses – an automobile and boat detailing business - as a permitted use. It is

proposed that a holding provision will be placed on the subject lands, which would obligate the property owner to enter into a site plan agreement with the municipality prior to the removal of the holding provision.

Property Description and Surrounding Land Uses

The subject lands are approximately 0.32 hectare (0.8 acre) in area with 30 metres (100 feet) of frontage along the Eighth Line. The subject property is presently developed with a two-storey dwelling, gravel driveway and a grassed area at the rear of the property. The existing entrance off of the Eighth Line is not to a commercial standard.

Surrounding land uses include residential to the south and west, and a mix of commercial and light industrial uses to the north and east (refer to Figure 3).



Figure 3: Surrounding Land Uses

Analysis

The Provincial Policy Statement

The Provincial Policy Statement (PPS) 2020, as issued under the authority of Section 3 of The Planning Act, came into effect on May 1, 2020. Further, Section 3 of The Planning Act requires that planning authorities “shall be consistent with” the PPS. The intent of the PPS is to provide direction on matters related to land use planning and development. Within the context of the proposal, certain provisions of the PPS are considered to have relevance.

The PJR assessed the applications within the context of the 2020 Provincial Policy Statement (PPS), in particular Sections 1.1.4, 1.1.5, 1.6 and 2.1 of the PPS.

As noted in the PJR, the subject site is within a well-developed area, however it is outside of an identified settlement area – therefore it is considered Rural Areas in Municipalities. Rural areas are considered to be important to the economic success of the Province and quality of life. Rural areas are a system of lands which include rural settlement areas; rural lands; prime agricultural areas; natural heritage features and areas; and other resources areas. Within this context the subject lands are considered to be Rural Lands. The PPS indicates that when directing development on rural lands, planning authorities need to consider the relevant policies of Sections 1, 2 and 3 of the PPS (2020).

The PJR notes that the subject property is considered part of the rural lands as identified in Section 1.1.4.1 and growth and development may be directed to these areas in accordance with Section 1.1.5 of the PPS. Section 1.1.5.2 states that permitted uses on Rural Lands include “resource-based recreational uses (including recreational dwellings); limited residential development; home occupations and home industries; and other rural land uses”. The proposed accessory building is considered an expanding home industry and is compatible with the largely commercial core area surrounding the subject property. Therefore, the development proposal is consistent with Section 1.1.5 of the PPS. Furthermore, Section 1.1.5.3 states “... economic opportunities should be promoted”. The expansion of the home industry will contribute to the local rural economy by providing a service (boat and vehicle detailing) for residents and tourists alike.

The PPS indicates that development on rural lands should be compatible with the rural landscape and be sustained by rural service levels (Section 1.1.4). Through the peer review process, it was noted that the existing road infrastructure would support the proposed development. Further, the hydrogeology work completed concluded that the existing well should be sufficient to service the water needs of the development. Further, the existing septic system can accommodate the additional domestic sewage due to additional employees on-site. However, details related to the disposal of grey water generated from the detailing operations still need to be finalized. Until such time, the proposed ZBLA cannot be considered consistent with the PPS, 2020

A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019

The Places to Grow Act, 2005 (Bill 136), which received Royal Assent on June 13, 2005; promotes the use of growth plans to ensure that growth occurs throughout the Province in a positive manner. The Growth Plan for the Greater Golden Horseshoe (2019) came into effect on May 16, 2019.

The legislation is centered on the idea of building sustainable communities while making use of existing infrastructure. It also sets out to ensure that long term visions and goals guide decision-making, in order to maintain healthy and sustainable future growth opportunities.

The PJR assessed the applications within the context of the Growth Plan for the Greater Golden Horseshoe 2019 (Growth Plan), in particular Sections 2.2.9.3 and 4.

Section 2.2.9.3 of the Growth Plan states:

Subject to the policies in Section 4, development outside of settlement areas may be permitted on rural lands for:

- c) other rural land uses that are not appropriate in settlement areas provided they:
 - i. are compatible with the rural landscape and surrounding local land uses;
 - ii. will be sustained by rural service levels; and
 - iii. will not adversely affect the protection of agricultural uses and other resource-based uses such as mineral aggregate operations.

As indicated above, the development proposal is in a historically developed area that has a range and mix of commercial and light industrial uses. The proposed development is well suited for this area, can be sustained on rural service levels; and will not impact surrounding agricultural lands and uses. As noted above, details related to the disposal of grey water generated from the detailing operations still need to be finalized. Until such time, the proposed ZBLA cannot be considered consistent with the Growth Plan, 2019.

County of Peterborough Official Plan

In the County Official Plan, the subject property is identified as “**Rural and the Cultural Landscape**”. The goal of this designation is “*to preserve and enhance the rural character of the County as a cultural resource and ensure the viability of the agricultural industry*”. The proposal does not detract from this goal.

Township of Selwyn Official Plan

Official Plan Amendment No. 3 received Ministerial consent on October 22, 2008. The amendment functions as the lower tier Official Plan for the Township. Section 6.0 (Local Plan Policies) provides detailed strategies, policies and land use designations for planning and development at the local municipal level.

Schedule A1 (Land Use Plan – Rural Component) of the Official Plan, designates the lands subject to the development proposal **Rural** (refer to Figure 4).

The PJR assessed the applications within the context of the policies of the Rural designation (Section 6.2.2) and Criteria for Assessing Commercial, Industrial and Institutional Development (Section 7.14).

The **Rural** designation permits “*limited small-sale commercial uses*”. Presently, the property owner is operating a home-based business/industry from the subject lands. As noted above, the business has grown over the years, and the property owner is proposing to expand the business. The PJR indicates that the business is expanding beyond the scope of what would be considered a home-based business/industry; however, EcoVue argues that the proposed use is considered to be a small-scale commercial use – and as such is permitted within the **Rural** designation. County and Township staff agree with this interpretation.

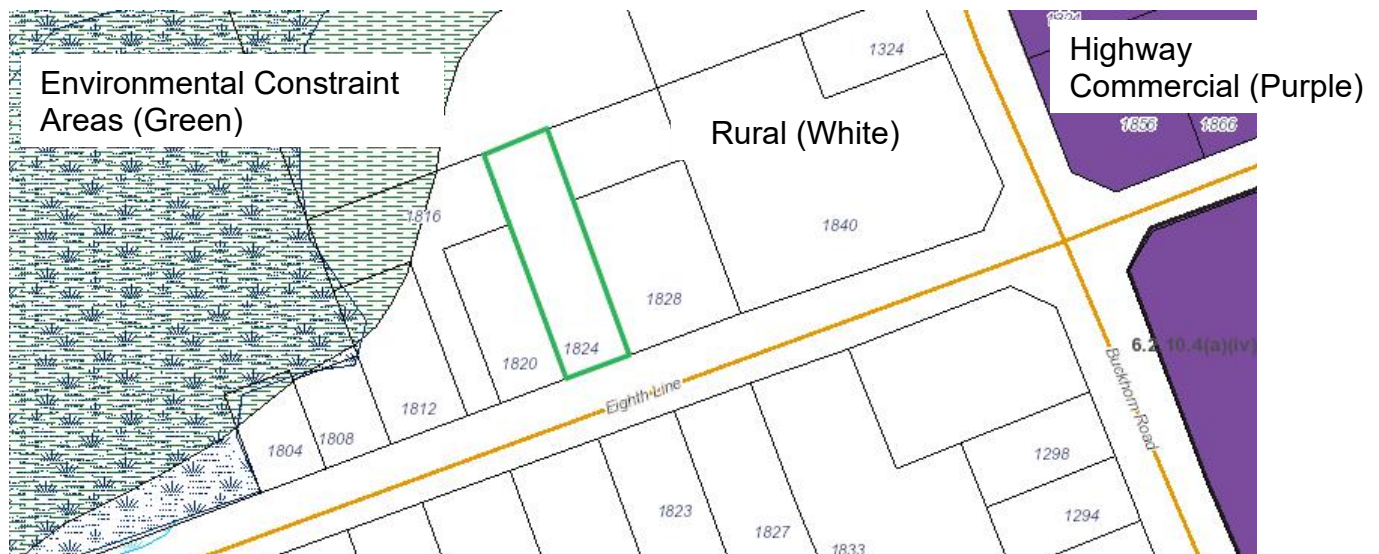


Figure 3: Excerpt from County of Peterborough Official Plan, 2008

Section 7.14 outlines a list of criteria that should be considered when considering a commercial, industrial and institutional development. EcoVue Consulting provided a review of the criteria as noted below:

(1) The proposal shall conform to the requirements for the appropriate zone in the implementing Zoning By-law.

By virtue of the proposed ZBLA, the proposal will conform to the requirements for the appropriate zone, being the amended site-specific RR-413. As described in this report,

the additional permitted use in the RR-413 Zone will be an automobile and boat detailing business.

(2) These uses shall have direct access to an arterial road, collector or Provincial highway. And should be sited to permit easy and safe access by motor vehicles.

The subject lands front on and have direct access to the Eighth Line.

(3) The proposal shall be in keeping with the existing size and type of development in the surrounding area. Proposals which will conflict with surrounding uses shall not be permitted unless the applicant can demonstrate to the satisfaction of the Township that the concerns can be overcome.

The PJR states, “the subject property is located in an existing commercial node and the proposed commercial building is in keeping with the existing character of the area.”

(4) Proposals which will create a substantial increase in traffic along local roads travelling through existing or potential residential areas shall not be permitted.

The Traffic Impact Study completed by Tranplan Associates noted that the existing road network is capable of handling the anticipated additional traffic generated from the proposed expansion of the existing business.

(5) All proposals located adjacent to residential uses shall be separated by a buffer strip, as set out in the implementing Zoning By-law.

The PJR states, “a planting strip will be provided along the western lot line, adjacent to the residential dwelling unit to the west. This buffer strip be a minimum of 3 metres wide and 1.5 metres high, in accordance with the provisions of the Township’s Zoning By-law”. This will be implemented through site plan control.

(6) Adequate off-street parking shall be provided and access points shall be limited in number and design in a manner which will minimize the danger to vehicular traffic.

Adequate off-street parking will be provided on the site and meet the requirements under Section 3.29 of the Township Zoning By-law.

(7) Advertising and signs shall be strictly limited.

As per comments from the County’s Infrastructure Services Department, a sign permit is required for the erection of any new signage.

(8) Open storage of goods or materials shall be permitted provided storage is suitably screened from adjacent uses from public view.

The PJR states:

There is a proposed open storage area shown on the Concept Plan. This storage area will be used for boats, automobiles, trucks and ATVs. The storage area is located at the rear of the property and is appropriately screened from adjacent residential uses.

As noted above, this will be implemented through site plan control.

(9) Commercial and service industrial uses shall be encouraged to locate in nodes, adjacent to existing concentrations of commercial development. Consideration will be given to commercial and industrial uses outside of designated areas only if there is a demonstrated need and no appropriate vacant land exists within the designated area.

The subject property is located in an existing industrial and commercial area and is appropriately designated. The subject lands are located in close proximity to the commercial node located at the intersection of the Eighth Line and Buckhorn Road.

(10) No uses shall be permitted which, from the nature of the process or materials used, is declared by the Health Unit to be a noxious trade, business or manufacture, under the Health Protection and Promotion Act, as amended.

The PJR notes that the proposed use involves detailing of automobile, trucks and boats. This is not deemed a noxious use under the Health Protection and Promotion Act. However, the disposal of grey water generated from the detailing operations has not been adequately addressed.

(11) Permitted use shall minimize smoke emissions, noise, odours or other forms of pollution. The appropriate standards and requirements of the Ministry of Environment shall be adhered to and shall be the minimum acceptable standard.

It has been noted that the applicant does not use chemicals in the cleaning/detailing process. There may be some remnants of waxing residue that may remain on the boats/vehicles, however, the amount would be insignificant, and is not anticipated to impact the environment. Further, the operation includes the use of gravel pads underneath the vehicles/boats when washing, which will assist in absorbing any residue.

The Township's peer review engineers have noted concerns with this approach, namely:

- Stantec has noted that the applicant intends to discharge the boats/vehicles water into the stormwater system, this system is intended to receive stormwater only, and this arrangement is generally not acceptable.
- Stantec has further noted that although the applicant does not intend to use chemicals in his cleaning, there remains a high probability that the cleaning will add various pollutants to the water, this could only be confirmed through monitoring program. Further the proposed LID measures are not sufficient to remove these pollutants.
- Finally, Stantec notes that the use of gravel pads underneath vehicles/boats when washing, is not an appropriate mitigation measure, as these are not fixed structures, and may not be used all the time.

(12) Access points to commercial and industrial uses shall be restricted in number and located to avoid any undue conflict with the normal and safe functioning of any adjacent road.

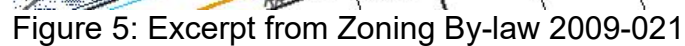
There will be one access point to the subject property.

Township of Selwyn Comprehensive Zoning By-law No. 2009-021

According to Schedule 'A', the subject lands are zoned "**Rural Residential Exception 413 (RR-413)**" (refer to Figure 5). The exception zone specifically permits a minimum lot frontage of 30 metres. Otherwise, all other provisions of the **RR** zone apply.

As previously noted, the development proposal is beyond the scope of would be considered a home industry. Further, the **RR** zone does not permit small-scale commercial/industrial uses beyond what would be considered a home-based business/industry. Therefore, the application proposes to complete a textural amendment to the **RR-413** zone, which would add the small-scale commercial uses – an automobile and boat detailing business - as a permitted use. It is proposed that a holding provision will be placed on the subject lands, which would obligate the property owner to enter into a site plan agreement with the municipality prior to the removal of the holding provision.

The draft by-law has been attached for Council's review.



In has been recommended that staff continue to work with the applicant to establish a viable solution for the disposal of greywater generated from the automobile and boat detailing operation; and that staff continue to receive comments from the public. Staff will consider the input received resulting from the public consultation process and bring back a recommendation for Council's consideration at a future Council meeting.

Jeannette Thompson, BSc, MCIP, RPP
Planner

Planning Justification Report

**Part Lot 5, West of Communication
Road, 1575 Chemong Road, Smith
Ward, Township of Selwyn**

**Zoning By-law Amendment
Application**

D.M. Wills Project Number 19-85035



D.M. Wills Associates Limited
Peterborough

September 2020

**Prepared for:
Millennium Park Inc. c/o
Gregory Couch**

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1.0 Introduction

D.M. Wills Associates Limited (Wills) has been retained by Millennium Park Inc. c/o Mr. Gregory Couch to prepare this Planning Justification Report in support of an Application for a Zoning By-law Amendment (ZBA) to the Township of Selwyn (Township) in the County of Peterborough (County).

1.1 Amendment Objectives

The ZBA application proposes to amend the provisions of the 'Highway Commercial Exception 423 (C1-423) Zone' that apply to the existing development on site in order to accommodate two (2) phases of use/development. The application will serve to permit the existing principle building (formerly RONA) to be retrofitted and used as an athletic training facility, forming the first phase (Phase 1). The ZBA additionally proposes that a holding provision be applied to the balance of the 'C1-423' zoned lands, which subject to satisfying a number of conditions, would allow for the second phase (Phase 2), being the future construction of a fieldhouse with regulation-size athletic fields, as well replacing one Quonset hut with a newly constructed building to accommodate an indoor turf field. The ZBA will amend existing site-specific permitted uses, and will further allow adjustments to the zoning regulations with respect to maximum building height to accommodate the proposed development.

1.2 Purpose of Planning Justification Report

The purpose of this report is to outline the nature of the proposed ZBA and evaluate the application in the context of provincial and municipal policy including the Provincial Policy Statement, the Growth Plan for the Greater Golden Horseshoe, the County of Peterborough Official Plan, and the Township of Selwyn Comprehensive Zoning By-law.

2.0 Project Background

2.1 Property Location

The lands subject to this application are located in Part Lot 5, West of Communication Road in the Township of Selwyn (Smith Ward), having municipal address 1575 Chemong Road (Subject Property). The Subject Property has approximately 187.75 metres (616 feet) of frontage on Chemong Road and is approximately 30 hectares (74 acres) in area. Refer to **Figure 1 – Key Map**.


At present, only the easterly portion of the Subject Property is being considered for development and is likewise subject to the application for rezoning (Subject Site). The Subject Site is approximately 4.05 hectares (10 acres) in size and has 187.75 metres (616 feet) of frontage on Chemong Road. Refer to **Figure 2 – Subject Site and Project Phases**.



KEYMAP

Figure 1

Legend

 Subject Property

Scale 1:10 000 meters
NAD 1983 UTM Zone 17N



Data Sources
Land Information Ontario 2020
County of Peterborough (2020) ArcGIS REST Services.
Retrieved August 14, 2020, from <https://plbocounty.geocortex.com/arcgis/rest/services/PeterboroughPublic/MapServer>

Created In:	ArcMap 10.7
Drawn By:	jwhalen
Checked By:	ED
Map Date:	2020-08-17
Project Number:	85035
Map File Number	1






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SUBJECT SITE AND DEVELOPMENT PHASES

Figure 2

Legend

-  Subject Property
-  Subject Site
-  Phase Boundary

Scale 1:15 000 meters
NAD 1983 UTM ZONE 17N



Data Sources
Land Information Ontario 2020
County of Peterborough (2020) ArcGIS REST Services.
Retrieved August 14, 2020, from <https://ptbocounty.geocortex.com/arcgis/rest/services/PeterboroughPublic/MapServer>

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2.2 Existing and Proposed Property Development and Uses

At present, the Subject Site is occupied by six (6) buildings, as follows:

- 1,211.5 square metre (13,040.5 square foot) principle building (former RONA building supply store), currently vacant;
- Four (4) 463.1 square metre (4,983.7 square foot) Quonset storage huts, currently vacant; and
- 36.6 square metre (394 square foot) accessory shed, currently unused.

The property provides for an existing commercial entrance from Chemong Road, together with existing onsite servicing in the form of an individual well and septic. Approximately 42% of the Subject Site is covered by an existing asphalt or recycled asphalt surface, with 44 demarcated parking spaces in the area of the principle building. The balance of the asphalt was previously used for outdoor storage of building supplies. A stormwater management pond occupies the north-west portion of the Subject Site, and has been installed to also serve for fire fighting purposes.

As mentioned herein, the proposed development of the Subject Site will facilitate its use for sport and recreational purposes. The proposed development and use of the Subject Site is to be phased as outlined below:

2.2.1 Phase One

Phase 1 of the proposed development will facilitate use of the existing principle building, while also encompassing use of the adjacent parking area, as illustrated on **Figure 2**. No site alterations or changes to the developed footprint are proposed for Phase 1. The existing building will instead be retrofitted to include indoor turf fields, playing courts and training areas on the main floor, designed to accommodate a variety of athletic training modules. During Phase 1, the upper floor will remain vacant, and may be used by employees of the facility only.

Athletic training will be provided by Hybrid, a Peterborough business providing individual and team performance training. The maximum number of employees expected to be onsite at one time are four (4). Hours of operation will be Monday through Saturday from 7:00 a.m. to 11:00 p.m. Clients of the facility are expected to primarily belong to local sport associations and will be able to book training sessions with Hybrid staff for either private or team based training. Use of the facilities will be coordinated by scheduled appointments/bookings. The ZBA application will serve to amend the permitted uses of the current C1-423 zone to allow for the proposed use of the building.

2.2.2 Phase Two

The ZBA application likewise is requesting to amend the site-specific provisions of the C1-423 zone, as outlined in Section 1.1 of this report, in order to accommodate the proposed future development for those lands referenced as Phase 2 of the Subject Site and as illustrated on **Figure 2**. The proposed future development would entail

construction of a fieldhouse able to accommodate multiple sports with regulation sized fields, together with an attached reception building, to be located in the vacant area of the Subject Site, comprising the north-east quadrant along Chemong Road. It is anticipated that, subject to traffic analyses, the fieldhouse will be utilized for training, as well as both minor and semi-pro association league games and events. During Phase 2, the existing Quonset huts are also proposed to be removed. Although it had initially been the intent that the Quonset huts would likewise be retrofitted into sport facilities / turf fields, through professional consultation this was deemed to not be economically viable. Alternatively, a single new building will be constructed in the area of the most southerly Quonset hut, which will accommodate a smaller turf field and additional training space. The additional space gained by removing the Quonset huts will be used for parking, together with the existing asphalted areas previously used for storage. Similar to the facilities available in Phase 1, individuals or teams will be able to rent/book space for training purposes. In order to support Phase 2, several technical studies were identified through pre-consultation which will be required to be completed to the satisfaction of the County and Township, together with Curve Lake First Nation and Otonabee Region Conservation Authority (ORCA). As such, it is expected that a holding provision will be placed on this portion of the lands, subject to the completion of those technical studies as identified (Refer to **Appendix A**).

The overall planned development for Phase 1 and 2 is illustrated on **Figure 3 – Conceptual Plan**.

2.2.3 Balance of Subject Property

The remainder of the Subject Property is currently rented to a local farmer who actively utilizes the land for agricultural purposes; primarily the production of hay and rotational crops. There are no plans for developing the lands which form the balance of the Subject Property at this time; and likewise these lands do not form part of the presently requested rezoning.

2.3 Surrounding Land Uses

The surrounding land uses to the north and east of the Subject Property (along Chemong Road) are largely commercial in nature, with certain lands being recognized for industrial uses. Land uses immediately south and west are generally agricultural, with some rural residential properties located further west. A Provincially Significant Wetland (PSW) crosses the most north-westerly corner of the Subject Property, located approximately 672 metres (2,205 feet) from the Subject Site. Refer to **Figure 4 – Surrounding Land Uses**.

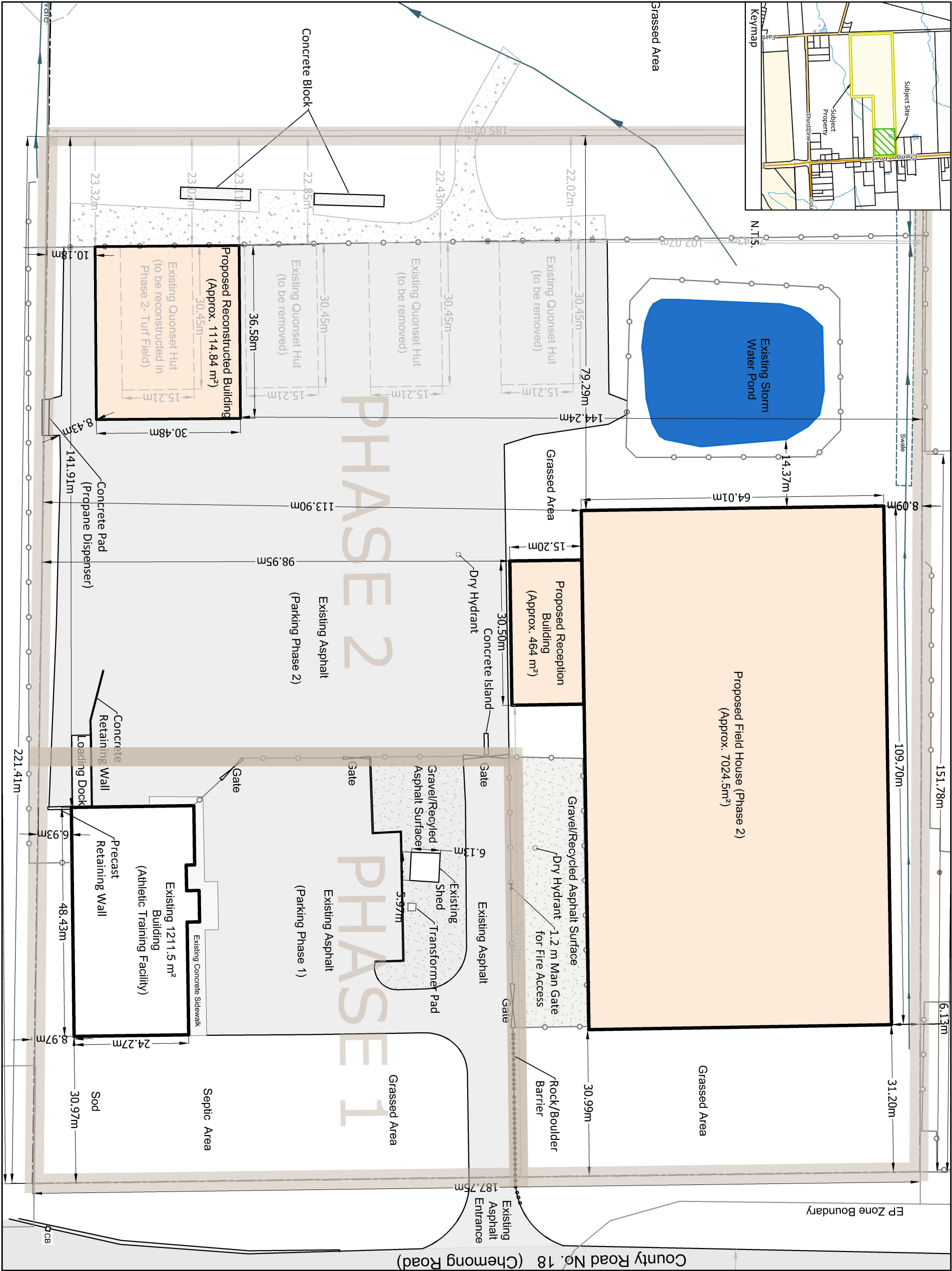
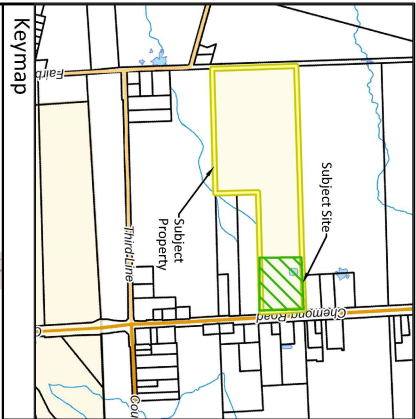
2.4 Pre-Consultation

A pre-consultation meeting was held in February 2020 with County and Township staff to discuss the project, the suggested two-phase approach and required studies. At the time of pre-consultation, it was discussed that Phase 1 would also include retrofitting and use of the Quonset huts; and Phase 2 would involve the additional construction of the fieldhouse only. As discussed above, the plans for each of Phase 1 and Phase 2

have been modified since pre-consultation. However, the subject application is generally considered to be aligned with requirements as previously identified.

During the pre-consultation meeting it was identified that as Phase 1 would not involve any changes to the developed footprint, an amendment to the existing site plan agreement will not be required. It is understood that together with requiring additional technical studies for Phase 2 approvals, that a site plan application will be required in order to amend the existing agreement.

The record of the pre-consultation is included as **Appendix A** to this report.



PRELIMINARY CONCEPT PLAN
1575 CHEMONG ROAD
PART LOT 5, WEST OF COMMUNICATION
ROAD
TOWNSHIP OF SELWYN
COUNTY OF PETERBOROUGH

Legend

Legend

Property Boundary

Existing

Existing Dry Hydrant

Existing Chain Link Fence

Existing Building

Existing Asphalt Area

Existing Gravel Area

Existing Gravel/Recycled Pavement

Swale Discharge Area

Proposed

Proposed Buildings

Scale 1:800m
NAD 1983 UTM Zone 17N

Data Sources:
Land Information Ontario 2020
County of Peterborough GIS 2020
Queens Printer for Ontario 2018

Created In: AutoCAD 2019

Drawn By: JW

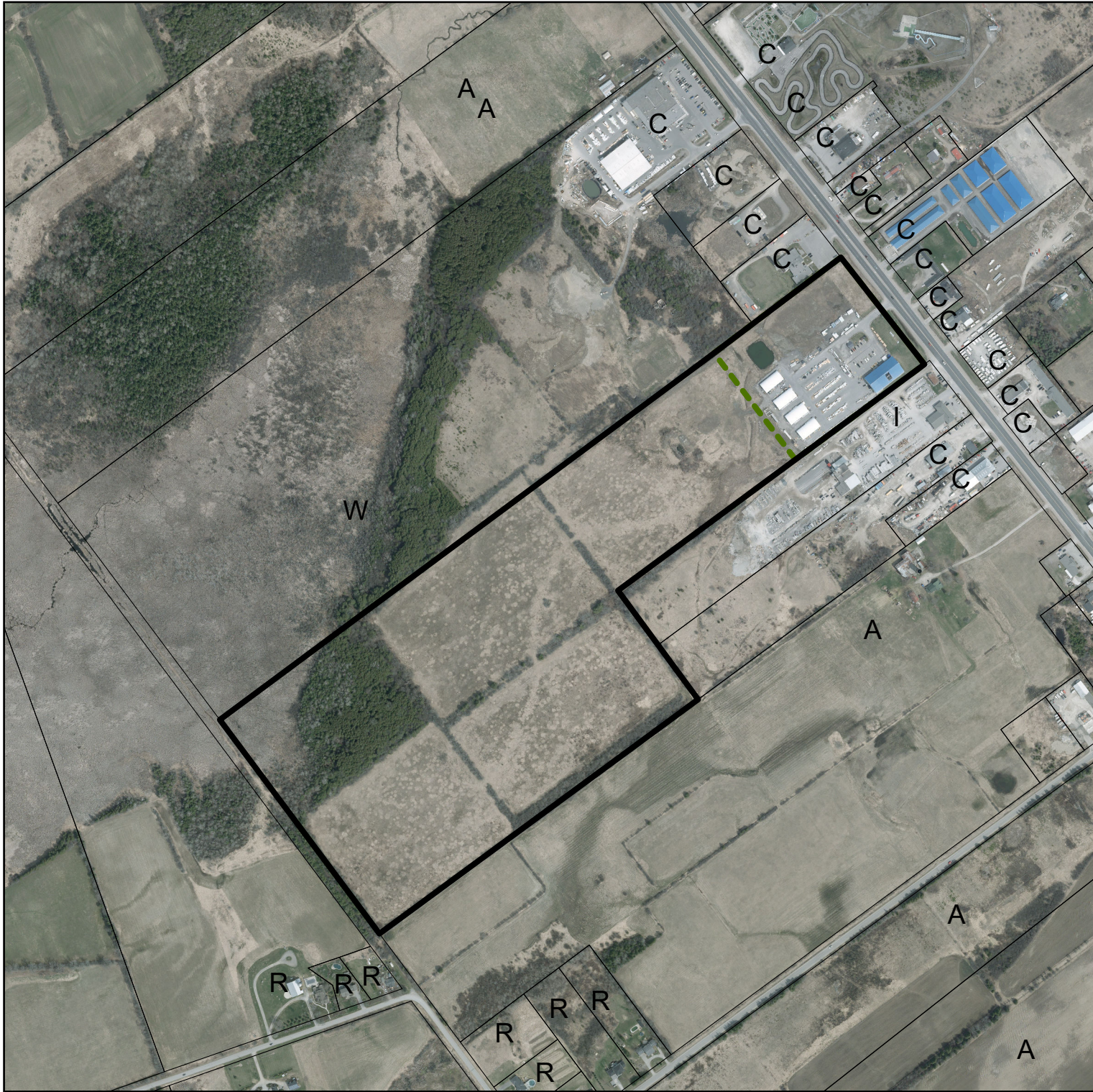
Checked By: ED

Map Date: 2020-08-11

Project Number: 85035

Map File Number: Number



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SURROUNDING LAND USE

Figure 4

Legend

-  Subject Property
-  Subject Site

Land Use

- A Agriculture
- C Commercial
- I Industrial
- R Residential
- W Wood Land

Scale 1: 7 500 meters
NAD 1983 UTM Zone 17N



Data Sources
Land Information Ontario 2020
County of Peterborough (2020) ArcGIS REST Services.
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3.0 Supporting Technical Studies

3.1 Traffic Study Report

A Traffic Study Report (TSR) was completed by Tranplan Associates (August, 2020) for the proposed Phase 1 development. The TSR included analyses on the anticipated traffic impact of the proposed Phase 1 development, with specific analyses focused on five (5) unique peak hour traffic scenarios. The TSR assures that the proposed Phase 1 development can be accommodated without the requirement for a northbound left-turn lane. Further, the TSR concludes that the site entrance will continue to operate under an acceptable level of service, and no improvements or modifications to the existing entrance roadway will be required to support the Phase 1 development.

3.2 Preliminary Constraints Map

In June 2020, D.M. Wills Associates Limited completed a Preliminary Constraints Map as requested by ORCA to identify the boundaries of a presumed wetland on the Subject Property, west of the Subject Site. The field investigations determined that the drainage swale extending from the stormwater management pond is currently draining towards the southern property line, behind the Quonset huts and has subsequently formed a wetland. An additional wetland area was also identified along the north-western property line, traversing the centre of the Subject Property. Both of the wetland features, together with their accompanying 30-metre buffers have been identified on the Constraints Map submitted with the application.

As the lands subject to Phase 1 are currently developed, and no changes to the development footprint are proposed, it is not anticipated that any new or additional impacts to the identified wetland features will occur. The fieldhouse as proposed in Phase 2 is not expected to have any negative impacts on the wetland, as it will be located further away than existing onsite development. Although closer in proximity to the wetland relative to the existing development, the building proposed to replace the Quonset hut in Phase 2 will not extend into the 30-metre vegetative protection buffer. The proposed building will utilize much of the existing footprint of the most southerly Quonset hut, which is already surfaced with asphalt; and therefore any significant impacts on the wetlands are not anticipated. In any event, as a requirement for the holding provision to be removed for Phase 2, a complete Environmental Impact Study (EIS) will be provided.

3.3 Hydrogeological Assessment

A Hydrogeological Assessment was completed by D.M. Wills Associates Limited (September 2020) to confirm the capacity of the existing on-site well and sewage disposal system to accommodate the proposed Phase 1 development.

The assessment indicates anticipated water taking requirements for the Phase 1 development at 8,680L/day Monday through Friday and 9,000 L/day on Saturday. Based on historical well tests, the existing well *“could yield approximately 28,361 L of water if constantly pumped during the anticipated 13 hours of daily operation...”* The

existing well is therefore expected to support Phase 1 of the project. However, additional pumping tests are being completed to support the historical tests.

With respect to the septic system, based on the approved permits from the Peterborough Public Health Unit (PPHU) and the Ontario Building Code Requirements, the existing system on the property has a daily design capacity of approximately 7,577 L/day, with an overall capacity of 22,730 litres. As the Phase 1 daily design capacity is 9,000 L/day, this would exceed the current daily design capacity. As such, the existing septic system will be upgraded to support Phase 1; with a permit to be submitted to PPHU for approval.

3.4 Additional Technical Studies – Phase Two

As outlined in the record of pre-consultation, several studies will be required to support the Phase 2 development, which are summarized below:

- Planning Justification Report Update
- Traffic Impact Study Update
- Hydrogeological Assessment Update
- Archaeological Assessment
- Stormwater Management Plan
- Environmental Impact Study

At present, investigations are currently underway for the required Archaeological Assessment, together with the updates/additional information that will be required for the Phase 2 Hydrogeological Assessment and Traffic Impact Study.

At such time as the identified reports and studies are completed; they will be submitted with a site plan amendment application to remove the hold on the Phase 2 lands.

4.0 Policy Framework

The following provincial and municipal land use policy documents contain policies that relate to the proposed ZBA and future development of the Subject Site. The policy documents include the Provincial Policy Statement (2020), the Growth Plan for the Greater Golden Horseshoe (2019), the County of Peterborough Official Plan (Consolidated to March 2020), and the Township of Selwyn Comprehensive Zoning By-law 2009-021.

4.1 Provincial

4.1.1 Provincial Policy Statement (2020)

The 2020 Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. Section 3 of the *Planning Act* requires that decisions affecting planning matters “shall be consistent with” policy statements issued under the Act. In general, the PPS seeks to promote the

development of communities that are socially, economically, and environmentally resilient.

Section 1 of the PPS outlines policies associated with future development and land use patterns, aimed at creating healthy and prosperous communities which also serve to protect environmental and public health, and manage resources and land efficiently.

Although the Subject Site is within a well developed area, the Subject Property is outside of the City of Peterborough and not otherwise identified as a settlement area or designated built-up area by the Minister. Section 1.1.4 (Rural Areas) of the PPS speaks to the importance of rural areas to the economic success of the Province and overall quality of life, which states:

"1.1.4.1 Healthy, integrated and viable rural areas should be supported by:

- a) building upon rural character, and leveraging rural amenities and assets;*
- b) promoting regeneration;*
- e) using rural infrastructure and public service facilities efficiently;*
- f) promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management of use of resources.*

1.1.4.4 Growth and development may be directed to rural lands in accordance with policy 1.1.5, including where a municipality does not have a settlement area."

Section 1.1.5 (Rural Lands), provides policy considerations for development occurring outside of settlement areas, as follows:

"1.1.5.1 When directing development on rural lands, a planning authority shall apply the relevant policies of Section 1: Building Strong Healthy Communities, as well as the policies of Section 2: Wise Use and Management of Resources and Section 3: Protecting Public Health and Safety.

1.1.5.2 On rural lands located in municipalities, permitted uses are:

- a) the management or use of resources;*
- b) resource-based recreational uses (including recreational dwellings);*
- c) residential development, including lot creation, that is locally appropriate;*
- d) agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices, in accordance with provincial standards;*

g) other rural land uses.

1.1.5.4 Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.

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.

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."

Section 1.6 of the PPS provides policies relating to infrastructure and public service facilities:

"1.6.6.4 Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not provided, 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, these services may only be used for infilling and minor rounding out of existing development."

Section 2.1 of the PPS establishes policies regarding the protection of Natural Heritage Features. Sections 2.1.1, 2.1.2, 2.1.4, and 2.1.8 of the PPS provide the following policy direction regarding development in relation to Natural Heritage Features:

"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.

2.1.4 Development and site alteration shall not be permitted in:

a) Significant wetlands in Ecoregions 5E, 6E, and 7E;

b) Significant coastal wetlands

2.1.8 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."

4.1.2 Growth Plan for the Greater Golden Horseshoe (2019)

The Growth Plan for the Greater Golden Horseshoe (Growth Plan) builds upon the policy foundation provided by the PPS and provides additional, more specific land use planning policies to address issues facing the region of the Province known as the Greater Golden Horseshoe. The Growth Plan policies are intended to support growth and development while ensuring that it occurs in an orderly and well-planned fashion, in order to protect the social, economic, and environmental interests of Ontario and its residents. The policies of the Growth Plan take precedence over the policies of the PPS to the extent of any conflict, except where the relevant legislation provides otherwise.

Section 2.2.9.3 of the Growth Plan states that:

"Subject to the policies in Section 4, development outside of settlement areas may be permitted on rural lands for:

- c) other rural land uses that are not appropriate in settlement areas provided they:*
 - i. are compatible with the rural landscape and surrounding local land uses;*
 - ii. will be sustained by rural service levels; and*
 - iii. will not adversely affect the protection of agricultural uses and other resource-based uses such as mineral aggregate operations."*

Section 4 of the Growth Plan identifies several valuable assets within the Greater Golden Horseshoe, inclusive of natural heritage and hydrologic features and areas, agricultural lands and cultural heritage. Relevant policies of Section 4 are considered as follows:

"4.2.2.4 Provincial mapping of the Natural Heritage System for the Growth Plan does not apply until it has been implemented in the applicable upper- or single-tier official plan. Until that time, the policies in this Plan that refer to the Natural Heritage System for the Growth Plan will apply outside settlement areas to the natural heritage systems identified in official plans that were approved and in effect as of July 1, 2017.

4.2.4.1 Outside settlement areas, a proposal for new development or site alteration within 120 metres of a key natural heritage feature within the Natural Heritage System for the Growth Plan or a key hydrologic feature will require a natural heritage evaluation or hydrologic evaluation..."

4.2.4.3 Development or site alteration is not permitted in the vegetation protection zone, with the exception of that described in policy 4.2.3.1 or shoreline development as permitted in accordance with policy 4.2.4.5.

4.2.7.1 Cultural heritage resources will be conserved in order to foster a sense of place and benefit communities, particularly in strategic growth areas."

4.2 Municipal

4.2.1 County of Peterborough Official Plan (Consolidated to March 2020)

The County of Peterborough Official Plan (COP) sets the land use and planning framework for local Official Plans and decision making. The COP outlines a long term vision for Peterborough's physical form and community character. The COP describes the Subject Site as a Rural and Cultural Landscape:

"4.3 Rural and Cultural Landscape

The rural and cultural landscape represents all land areas outside of an identified settlement area that are not:

- *shoreland areas as described in Section 4.4;*
- *significant natural heritage features or other natural resources listed in Section 4.1;*
- *utilized for transportation purposes, physical services and utilities; and,*
- *used for recreation and open space purposes.*

4.3.2 – Objectives

- *to permit an amount and type of development in the rural area consistent with maintaining its rural and cultural landscape;*
- *to reinforce the historical relationship between settlement areas and the surrounding farm community to which the settlement areas provide basic services;*
- *to encourage compatible economic diversification including greater flexibility for on-farm activities, home-based businesses and agri-tourism.*

4.3.3.1 – General

- *Rural areas will generally be the focus of resource activity; resource based recreational activity and other rural land uses. The County, recognizing the need for growth on a limited basis, will permit non-agricultural related uses in the rural community outside prime agricultural areas and other agricultural areas designated in local plans in accordance with Section 4.3.3.2 which reflect the cultural and rural character of the area, promote a variety of living and employment opportunities for the rural community and do not negatively impact on the natural environment that cannot be located in settlement areas;*
- *Development shall be appropriate to the infrastructure which is planned or available, and shall avoid the need for unjustified and/or uneconomical expansion of this infrastructure;*
- *New land uses, including the creation of lots, and new or expanding land use facilities, shall comply with the minimum distance separation formulae."*

Chemong Road is under the jurisdiction of the County and is therefore subject to Section 5.3 of the COP, which provides as follows:

“5.3.2 - Objectives

- to ensure that County roads continue to be effective corridors for the movement of people and goods in and throughout the County of Peterborough and the Province of Ontario;*
- to ensure that County roads serve as collector or arterial roads which carry traffic from the local road system to Provincial Highways;*
- to ensure that the number of entrances onto the County Road system are kept to a minimum and that only those entrances that comply with standards established by the County of Peterborough are permitted;*
- to develop a transportation system that will encourage unity within the County and will satisfy local municipal transportation demands;*
- to increase accessibility to areas of employment, education, shopping and recreation;*

5.3.3.3 - County Roads

- Development adjacent to or impacting on County Roads is subject to the County Roads Policies and entrance standards as set out in Appendix B to this Plan. In addition, setbacks from County Roads, unless stated elsewhere in a County By-law passed under the Municipal Act, will be in accordance with the Ministry of Transportation Corridor Control and Permit Procedures Manual.”*

Given that the boundary for the City of Peterborough is in close proximity to the Subject Site, Section 5.6 of the COP is considered to have relevance to the subject application:

“5.6.1 – Goals

- to ensure that existing and proposed land uses are compatible with and have regard for the relationship of the separated City of Peterborough with the abutting municipalities.*

5.6.2 – Objectives

- to have regard for the urban/rural transition area surrounding the City of Peterborough when considering any and all development proposals in the neighbouring municipalities;*
- to have regard for the rural way of life as set out in the County Vision.”*

In addition to providing upper tier planning policy, the COP also functions as the lower-tier Official Plan for the Township. Local lower-tier policies are provided in Sections 6 and 7 of the COP. Within the Local Component the Subject Property is designated Rural and Highway Commercial, with the Subject Site being designated Highway

Commercial in its entirety. Refer to **Figure 5 – Excerpt from Official Plan Schedule ‘A1’**. Section 6.2 of the COP identifies that within the Rural Component of the County, rural lands may include highway commercial areas, policies for which are outlined in Section 6.2.10.

“6.2.10.1 – General Principles

The Highway Commercial designation is primarily intended for commercial uses that cater to and need to be highly visible to the traveling public and therefore require locations along major roads and highways.

6.2.10.2 – Permitted Uses

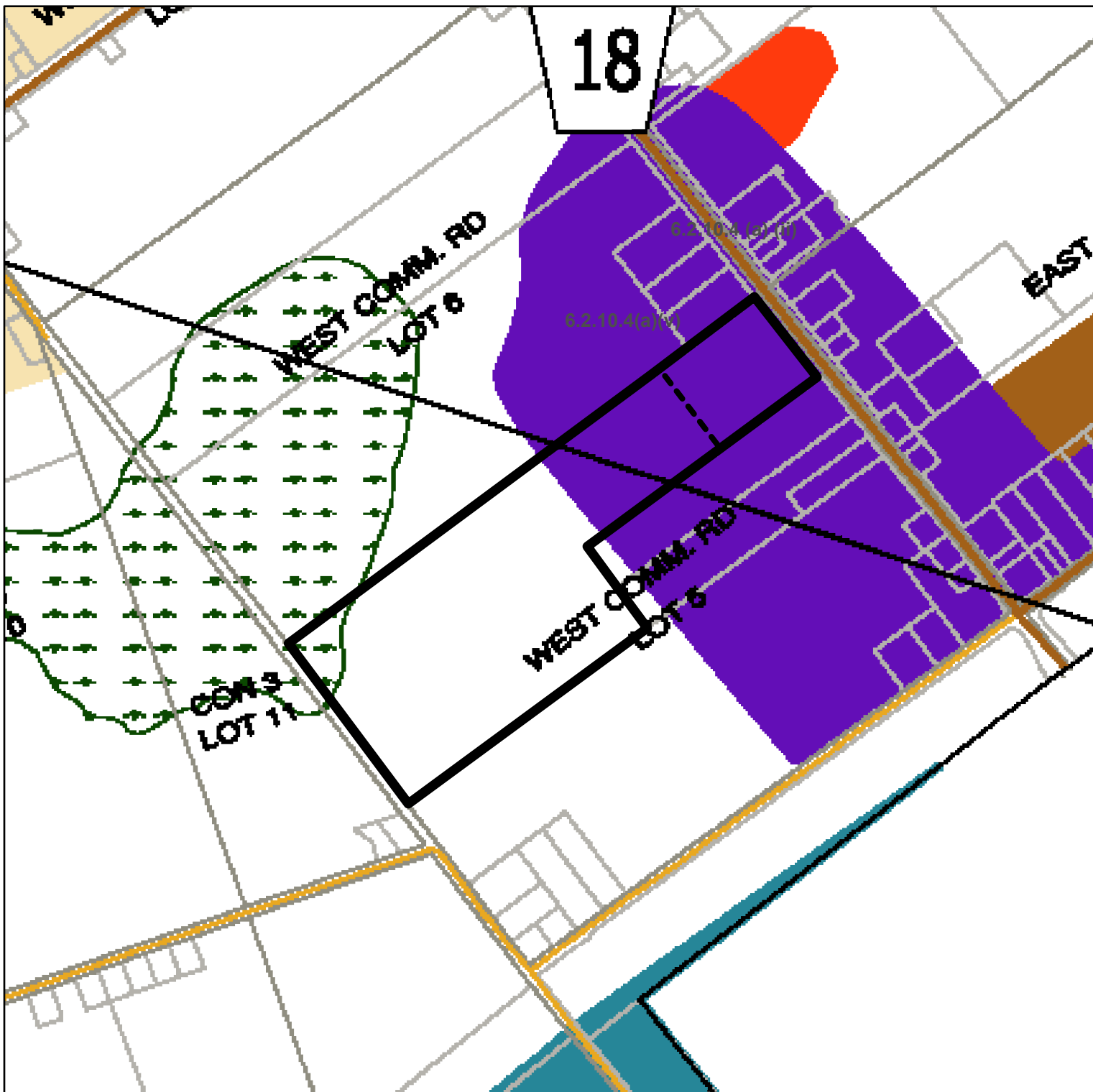
*The predominant use of land within the Highway Commercial designation shall be for retail stores, service shops, automobile service stations, automobile sales, repair garages, sitdown and drive-in/takeout restaurants, hotels, motels, theatres, **clubs** or halls, places of amusement, recreation theme parks, auction barns and farm implement sales and service uses, marine sales and service uses, recreational vehicle and trailer sales and service uses, building supply outlets, garden nursery sales outlets and commercial greenhouses.*

6.2.10.3 – Highway Commercial Policies

- a) Highway Commercial uses should have direct access to an arterial or collector road with approval from the appropriate road authority and should be sited in such a manner as to facilitate easy access by motor vehicles.*
- b) Adequate off-street parking facilities shall be provided and the access points to such parking facilities shall be limited in number and designed to minimize the danger to vehicular traffic.*
- d) All highway commercial development shall be adequately regulated by suitable provisions in the Zoning By-law, including adequate setbacks from property lines, appropriate off-street parking requirements, landscaped area or buffering requirements to protect adjacent residential areas, prohibition of nuisances, control over outside storage, and control of lighting for parking areas in certain cases.*
- g) At its discretion, the Township may require that an application for the development of a highway commercial use which requires an amendment to this Plan or the implementing Zoning By-law be supported by a detailed hydrogeological report regarding the adequacy of ground water and the ability of the soils to sustain development on the basis of private sanitary sewage disposal services. All private water supply and sewage disposal systems shall satisfy the requirements of the Health Unit and the Ministry of the Environment.*
- i) Highway Commercial areas shall be appropriately zoned based on site-specific applications for commercial development and in accordance with the policies in Section 7.11 of this Plan.”*

The COP has set specific criteria for which regard must be given when considering commercial development in Section 7.14:

- "7.14.1 The proposal shall conform to the requirements for the appropriate zone in the implementing Zoning By-law.*
- 7.14.2 These uses shall have direct access to an arterial road, collector road or Provincial highway, and should be sited to permit easy and safe access by motor vehicles.*
- 7.14.3 The proposal shall be in keeping with the existing size and type of development in the surrounding area. Proposals which will conflict with surrounding uses shall not be permitted unless the applicant can demonstrate to the satisfaction of the Township that the concerns can be overcome.*
- 7.14.4 Proposals which will create a substantial increase in traffic along local roads travelling through existing or potential residential areas shall not be permitted.*
- 7.14.6 Adequate off-street parking shall be provided and access points shall be limited in number and designed in a manner which will minimize the danger to vehicular traffic.*
- 7.14.9 Commercial and service industrial uses shall be encouraged to locate in nodes, adjacent to existing concentrations of commercial development.*
- 7.14.12 Access points to commercial and industrial uses shall be restricted in number and located to avoid any undue conflict with the normal and safe functioning of any adjacent road."*



EXCERPT FROM OFFICIAL PLAN
SCHEDULE 'A1'- LAND USE PLAN-
RURAL COMPONENT
SMITH & ENNISMORE WARDS

Figure 5

Legend

	Subject Property		Recreation Commercial
	Subject Site		Recreation - Open Space
	Environmental Constraint Area		Lakeshore Residential
	Estate Residential		Rural
	Extractive Industrial		Rural Industrial
	Hamlet		Rural Settlement Area
	Highway Commercial		Seasonal Residential
	Prime Agricultural		Trailer Park
	Provincially Significant Wetland		Urban Fringe Area
			Waste Management Area
			Commercial

Scale 1:15 000 meters
NAD 1983 UTM Zone 17N



Data Sources
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County of Peterborough (2020) ArcGIS REST Services.
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4.2.2 Township of Selwyn Comprehensive Zoning By-law 2009-021

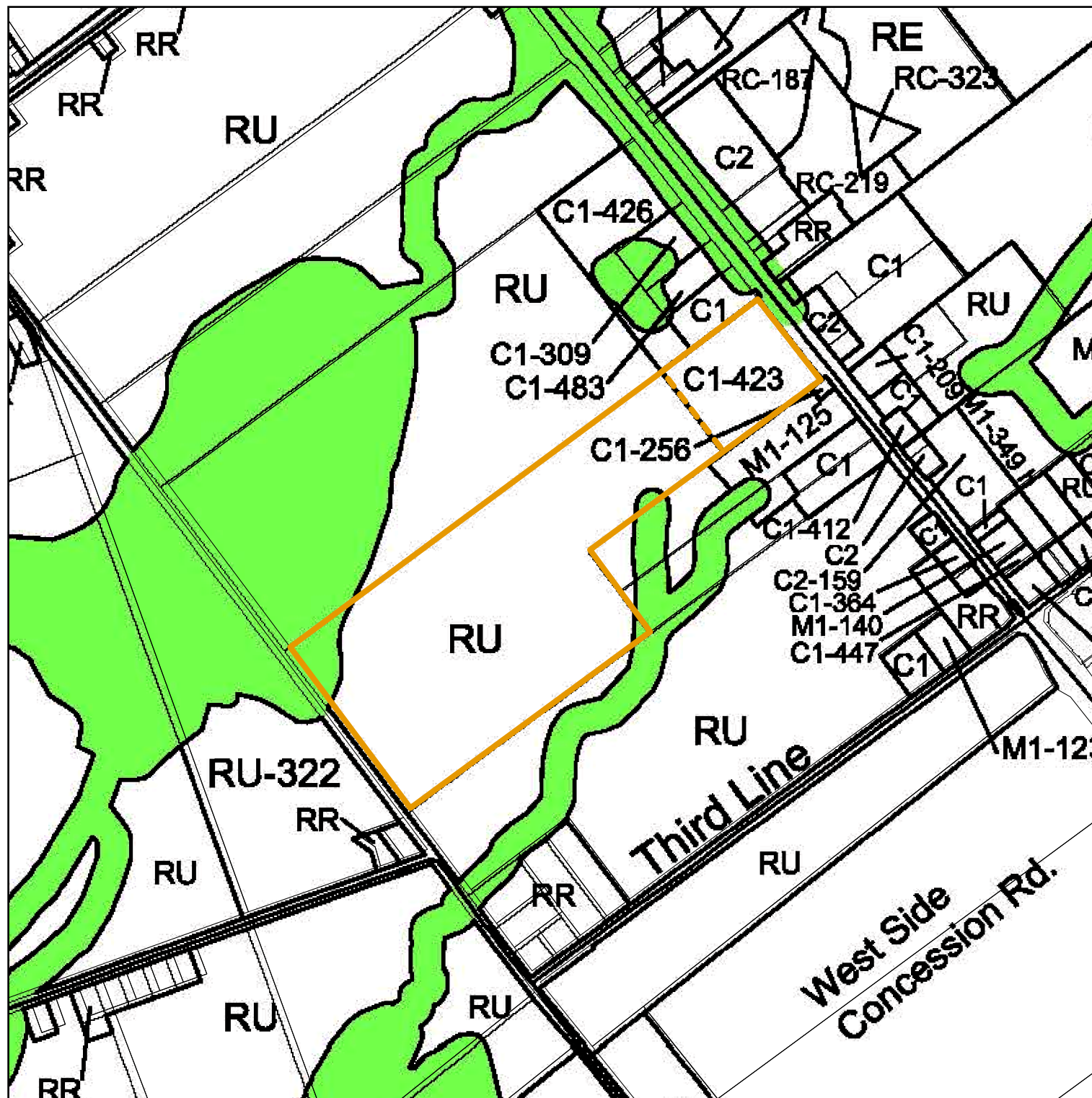
The Subject Property is zoned Rural (RU), Environmental Protection (EP) and Highway Commercial Exception 423 (C1-423). Refer to **Figure 6 – Excerpt from Schedule ‘A’ of Zoning By-law No. 2009-21**.

The Subject Site is zoned Highway Commercial Exception 423 (C1-423) in its entirety. The current site-specific provisions of the C1-423 Zone allow for a building supply store as the only permitted use. All other provisions of the Highway Commercial zone apply, more specifically 4.15.4 and 4.15.4.1, being those provisions for a non-residential use.

The Subject Site is also subject to the general provisions of the Zoning By-law, including provisions for loading and parking space requirements (Sections 3.24 and 3.29). As well, while no development is proposed within the Rural (RU) or Environmental Protection (EP) zones, the Subject Site is subject to Section 4.5.2 (Multiple Zones) which states as follows:

“Where a lot is divided into two or more zones, each such portion of the said lot shall be considered a separate lot as defined herein and shall be used in accordance with the provisions of this By-law, which are applicable to the zone in which such portion of the said lot is located.”



Based on our review, the proposed development and use of the Subject Site is most appropriately captured in the Highway Commercial (C1) Zone; which recognizes both commercial and private clubs as permitted uses. As defined by the Township's Comprehensive Zoning By-law, commercial and private clubs may include use for physical fitness and recreation, as well as other similar purposes. However, as these uses are currently not permitted in the C1-423 zone, the ZBA is requested. The proposed ZBA also seeks to recognize indoor athletic fields and training facilities as permitted uses on the Subject Site, in addition to the commercial and private clubs already permitted in the Highway Commercial (C1) Zone.



EXCERPT FROM SCHEDULE 'A'
OF THE SMITH-ENNISMORE-LAKEFIELD
ZONING BY-LAW No. 2009-21

Figure 6

Legend

-  Subject Property
-  Subject Site

Zoning

- C1 Highway Commercial
- C2 Highway Commercial
- M1 Rural Industrial
- RC Recreational Commercial
- RR Rural Residential
- RU Rural

Scale 1:15 000 meters

NAD 1983 CSRS UTM Zone 17N



Data Sources

Land Information Ontario 2020
County of Peterborough (2020) ArcGIS REST Services
Retrieved August 14, 2020, from <https://pibocounty.geocortex.com/arcgis/rest/services/PeterboroughPublic/MapServer>

Created In:	ArcMap 10.7
Drawn By:	jwhalen
Checked By:	EDrake
Map Date:	2020-08-17
Project Number:	85035
Map File Number	6



D.M. Wills Associates Limited
150 Jameson Drive
Peterborough, Ontario
K9J 0B9

P. 705.742.2297
F. 705.748.9944
E. wills@dmwills.com

5.0 Planning Rationale

Based on our review, it is our professional planning opinion that the proposed ZBA and development of the Subject Site conforms to all applicable provincial and municipal planning policies as outlined below.

As noted herein, the Subject Property is identified as being part of the rural area; however, being just outside the City of Peterborough, the greater vicinity has experienced significant commercial and industrial growth. The Subject Site, being located within lands already designated and zoned for commercial use, will continue to provide for an alternative rural land use which is compatible with the landscape and surrounding land uses; and will further contribute to the viability of the area by providing a unique commercial opportunity which will serve the needs of residents. As described, the proposed Phase 1 development will also make efficient use of existing infrastructure, by retrofitting the existing building, and further utilizing the existing on site parking and services; save and except for an upgrade to the sewage system. The well and sewage system will be operated as private, individual on-site systems, which is recognized as a permitted form of servicing under provincial policy where municipal water and sewage service is unavailable. Overall, the proposed ZBA represents an efficient development and land use pattern, which will positively complement and contribute to the local area.

Furthermore, the proposed development has been designed with regard to natural heritage features. The Preliminary Constraints Map completed by Wills illustrates that no portion of the wetland features or associated 30-metre vegetative protection buffer on the Subject Property extend into the lands designated and zoned for commercial uses (Subject Site). As there will be no site alterations as part of Phase 1, no negative impacts will result to the wetlands as a result of approval of the ZBA. Further, the fieldhouse to be constructed in Phase 2, being located further away from the wetlands than other onsite development, is also not expected to have any negative impacts on the wetland. While the new building proposed to replace the Quonset hut will be closer than the existing development, it will not extend into the 30-metre vegetative protection buffer, and will otherwise be built on the existing asphalt surface. Therefore, impacts on the wetland feature are not anticipated. However, in accordance with the direction of provincial policy, and the requirements outlined at pre-consultation, a complete Environmental Impact Study (EIS) will be undertaken to support the Phase 2 development.

In addition to respecting natural heritage features, the proposed development is not anticipated to have any impact on the surrounding agricultural landscape; as all proposed development will occur within the existing designated and developed area. Moreover, in accordance with Guideline #10 of the Minimum Distance Separation (MDS) Document, Publication 853 *"amendments to rezone or redesignate land already zoned or designated for a non-agricultural use, shall only need to meet the MDS I setbacks if the amendment(s) will permit a more sensitive land use than existed before."* As the proposed rezoning will only serve to amend those provisions of the current zone category, the proposed use is not deemed more sensitive and both Phases 1 and 2 are considered to comply with MDS guidelines.

The proposed Phase 1 development, occurring within the existing developed footprint, is also considered consistent with the relevant policies which direct the preservation of cultural heritage resources. As no site alteration will occur as part of the Phase 1 development, no disturbance of such resources is expected. With respect to Phase 2 of the proposed development, this will be further supported by an Archaeological Assessment, given that the proposed development will occur on a vacant portion of the Subject Site, and that Chemong Road has been identified as a historically important area by Curve Lake First Nation. The Archaeological Assessment is currently underway to ensure that any proposed site alterations do not jeopardize any archaeological sites or cultural heritage, should these be identified on the property. Demonstration of such will be provided prior to removal of the holding provision.

In addition to the Archaeological Assessment, EIS and updated Hydrogeological Assessment, Phase 2 will be supported by a Stormwater Management Plan to demonstrate consistency in this regard with provincial and local policy. The existing stormwater management pond was previously constructed in consideration of the vacant lands along Chemong Road eventually being developed, although such plans did not come to fruition. Given the proposed changes to the use and development moving forward, a Stormwater Management Plan will assess the adequacy of the existing pond in support of the Phase 2 development. As above, the Stormwater Management Plan is expected to be a requirement of removal of the hold for Phase 2 of the proposed development.

In analysis of the relevant Official Plan policies, the existing Highway Commercial designation is considered appropriate for the proposed Phase 1 and Phase 2 development, as the Subject Site will operate similarly to a private or commercial club, which are identified as permitted uses. Policies of related designations, such as Recreation Commercial, were contemplated, however they did not best serve the proposed development. Although clubs are permitted in the Recreation Commercial designation, generally uses in these areas are driven by tourism or sources of entertainment and normally accessible on a leisurely basis by any member of the public. On the contrary, the proposed development will be focussed on providing athletic training, in particular to local sports associations, on a year-round basis, and is therefore less tourism and entertainment related. We therefore maintain that the Highway Commercial designation is most appropriate for the proposed development.

The proposed facilities will benefit from access to the County road as the facilities are intended to cater to people throughout the County, and potentially to those also living in neighbouring locales. Proximity to the City of Peterborough will support local sports teams and individuals training for various athletic modules. As the lands are located somewhat centrally within the existing Highway Commercial area, no disruption to the rural/urban transition or rural lifestyle will result from the proposed development, consistent with the objectives of the Official Plan. Approval of the ZBA will also serve to create additional and growing opportunities for a successful local business, Hybrid; who will successfully expand their existing operations through this amendment.

Regarding Chemong Road, being a County road, site access is already available via an existing commercial entrance. No additional or new entrances are required to

accommodate Phase 1; nor are any additional entrances proposed in order to proceed with Phase 2 of the project. Further, as outlined in the TSR, the entrance is anticipated to continue to operate at an acceptable level of service as a result of the Phase 1 development, without any required modifications or enhancements. An update to the TSR will be provided in support of the Phase 2 development.

By virtue of the proposed ZBA, the proposal will conform to the requirements for the appropriate zone, being the amended site-specific C1-423 Zone. As described in this report, the permitted uses in the C1-423 Zone will be amended to include a commercial club, private club, indoor athletic fields, indoor playing courts and an indoor athletic training facility.

The proposed development is anticipated to meet all provisions of the C1 Zone, as well as the general provisions of the Zoning By-law, save and except for maximum building height.

Through approval of this application, total lot coverage will be maintained at 7.61% for Phase 1 of development, increasing to approximately 45% for Phase 2, which remains within the 50% permitted by the Zoning By-law. Likewise, landscaped open area will be greater than the 10% required by the Zoning By-law in both stages of development.

With respect to loading spaces, the provisions of the Zoning By-law stipulate that loading spaces are required for *"every building or structure, exclusive of agricultural buildings and structures, erected for any purpose involving the receiving, shipping, loading or unloading of animals, goods, wares, merchandise or raw materials."*

As the proposed development will not involve active shipping or receiving, it is interpreted that a loading space is not required. However, one (1) loading space as existing on the Subject Property will continue to be provided.

Parking requirements under the Zoning By-law are indicated to be 1 parking space for every 3 persons to be accommodated in the design capacity of the building. Based on our interpretation of the definition for 'design capacity' within the Zoning By-law, it is our understanding that design capacity refers to the anticipated number of persons which will actively utilize the facility.

As indicated in discussions with the property owner, the maximum number of people anticipated to utilize the Phase 1 facility is 25 persons at one time. Based on this usage volume, we anticipate that 9 parking spaces are required for the Phase 1 development. Whereas 44 spaces are currently provided for the existing building, the existing parking on site will adequately service the proposed Phase 1 development.

While exact occupancies for Phase 2 of the development have not been determined, it is anticipated that usage capacity for each of the facilities operating in Phase 2 will not exceed 150 persons per facility (i.e. athletic training facility, field house and turf field). Furthermore, it is noted that such usage capacity is a high-level estimate. Notwithstanding, parking requirements have been calculated on this basis, to provide for a safety net. Using the interpretation as described above, it is our understanding that 150 parking spaces will be required for Phase 2 of the development. Parking area

has been dedicated on the development plan in each the existing parking area, existing asphalt area, and the area to be gained following removal of the Quonset huts. Based on our calculations, there is more than enough space to accommodate the required 150 parking spaces on the property.

The ZBA requests that a maximum allowable height of 19.8 metres be permitted within the Subject Site. Increased height capacity is required to limit any interference during training or game play from the structure itself, where for example a football or baseball may be thrown to greater heights. The increased height will be mitigated by the enhanced setback to the road, which will align with the existing development onsite, together with side yard setbacks being maintained. Furthermore, the increased height is not anticipated to impact the adjacent rural landscape and character, given the commercial and industrial predominance in the local vicinity.

The proposed amendment is consistent with the aforementioned applicable provincial and municipal policies as outlined in Section 4. The proposed overall development within the Subject Site therefore is considered to represent a compatible use within the existing rural landscape on Chemong Road. The amendment will re-establish the opportunity for commercial uses on the Subject Property in accordance with the applicable Highway Commercial designation policies.

6.0 Proposed Zoning By-law Amendment

In support of the proposed development, the following Zoning By-law is recommended:

The Corporation of the Township of Selwyn By-Law Number 2020-XXX

Being a By-law passed pursuant to the provisions of Section 34 of The Planning Act, R.S.O. 1990, as amended to amend the Township of Selwyn Comprehensive Zoning By-law No. 2009-021, as otherwise amended.

Whereas the Council of the Corporation of the Township of Selwyn has received an application to amend By-Law No. 2009-021, otherwise known as the Comprehensive Zoning By-Law, insofar as is necessary to re-zone those lands described as being 1575 Chemong Road in the Smith Ward.

The proposed Zoning By-Law Amendment related to the subject lands will amend the existing site-specific "Highway Commercial Exception 423 (C1-423) Zone", together with applying a "Highway Commercial Exception 423-Holding (C1-423-H Zone" to certain of the subject lands.

Whereas the Ontario Municipal Act, 2001, S.O. 2001, c.25, Section 5.3, as amended, states that a municipal power shall be exercised by By-law unless the municipality is specifically authorized to do otherwise;

Now therefore the Council of the Corporation of the Township of Selwyn enacts as follows:

1. That Schedule "A" attached to and forming part of By-law No. 2009-021, as otherwise amended, is hereby further amended by changing the zone

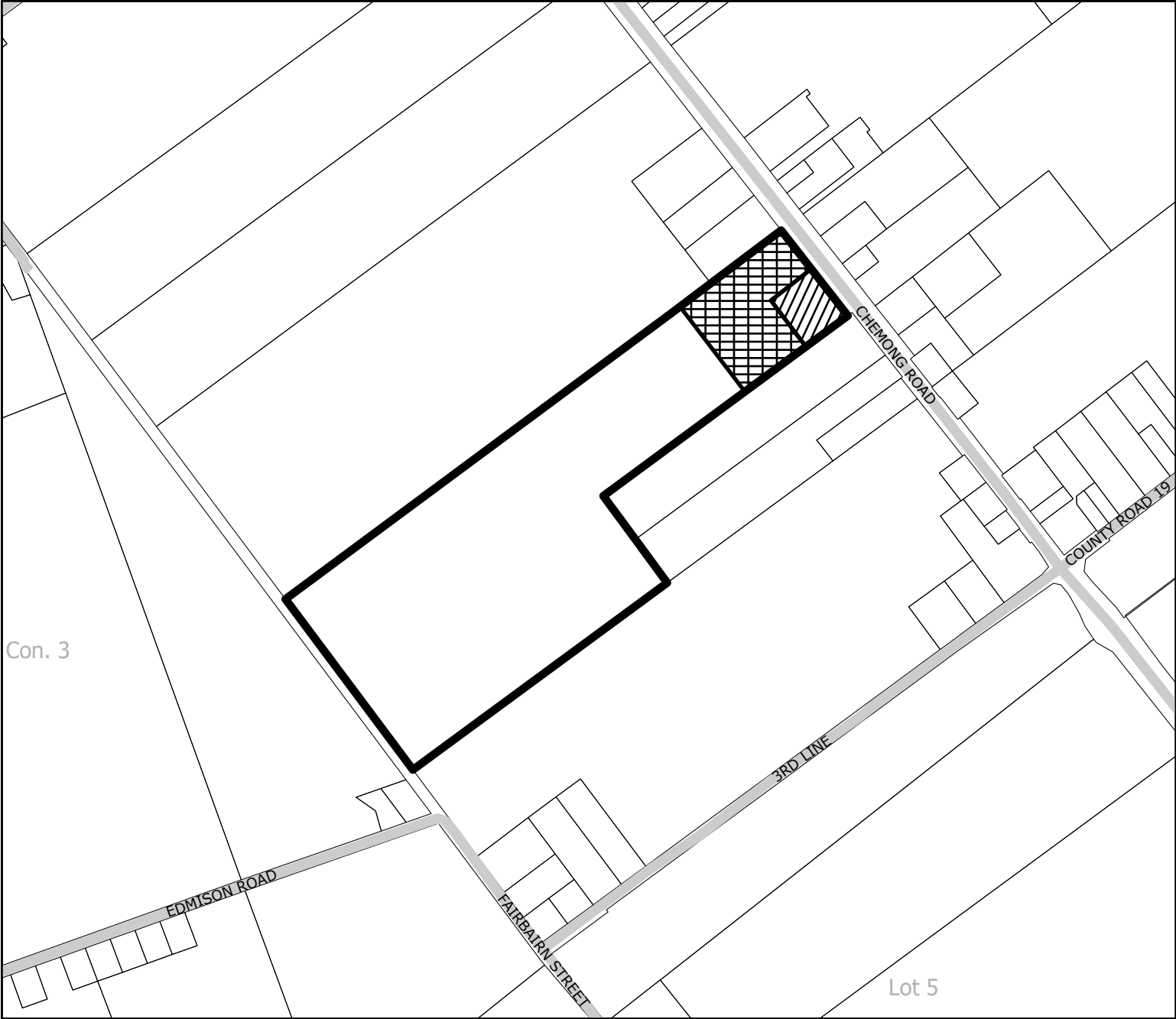
- category of certain lands described as being Part Lot 5, West of Communication Road, of the Smith Ward from "Highway Commercial Exception 423 (C1-423) Zone" to "Highway Commercial Exception 423-Holding (C1-423-H) Zone".
2. That Schedule B – Site Specific Exception Zones, Section 423, is amended by deleting Section 423, and replacing it with the following:
- "423 Notwithstanding the provisions of the Highway Commercial (C1) Zone to the contrary, in the C1-423 Zone, the following provisions shall apply
- a) Permitted Uses:
- No person shall within an C1-423 Zone use any land or erect, alter or use any building or part thereof for any reason other than:
- i) Commercial club;
 - ii) Private club;
 - iii) Indoor athletic fields;
 - iv) Indoor playing courts;
 - v) Indoor athletic training facility
- b) Regulations for Non-Residential Use
- | | |
|-------------------------------|--------|
| i) Front Yard (Minimum) | 31 m |
| ii) Building Height (Maximum) | 19.8 m |
| iii) Required Loading Spaces | 1 |
- c) The Holding (H) symbol attached to the lands being the subject of this By-law shall be removed only when the following actions have been secured and to the satisfaction of the Township and the County of Peterborough, or Conservation Authority as required:
- i) Updated Planning Justification Report;
 - ii) Updated Hydrogeological Assessment and Servicing Options Report;
 - iii) Updated Traffic Impact Study;
 - iv) Archaeological Assessment;
 - v) Environmental Impact Study;
 - vi) Storm Water Management Report;
 - vii) Amended Site Plan
 - viii) Amendment to the existing Site Plan Agreement registered on title
- d) All other provisions of the Highway Commercial (C1) Zone shall apply.




Figure 7 – Proposed Schedule Amendment to the Selwyn Comprehensive Zoning By-law illustrates the proposed zoning schedule.


Figure 7

Schedule 'A' to Zoning By-Law 2009-21

Part Lot 5, West of Communication Road, Concession 3



-  Subject Property
-  Lands to be zoned "Highway Commercial
Exception No. 423 (C1-423)
-  Lands to be zoned "Highway Commercial
Exception No. 423- Holding (C1-423-H)

Scale 1:10 000 meters
0 50 100 200 300 400
 Meters



7.0 Closing

This report has been prepared in support of the Zoning By-law Amendment to implement athletic training facilities and indoor playing fields on the Subject Site. The report provides an analysis of the applicable provincial and local policy documents in the context of the Zoning By-law Amendment.

It is our opinion that the proposed amendment to the existing site-specific C1-423 zone is consistent with the existing development pattern of the surrounding land uses and supports the provision of locating the athletic facilities within this rural commercial area.

Based on the background information, the features on site and the forgoing review of the relevant policies, it is our opinion that the proposed zoning by-law amendment is consistent with and conforms to provincial and municipal policies and constitutes as good planning.

Respectfully Submitted,

D.M. Wills Associates Limited

Written by:



Amanda Dougherty, B.A. (Hons)
Senior Land Use Planner

AD/ed/dt/hd

Reviewed by:



Darryl Tighe, MSc., RPP
Senior Land Use Planner

Appendix A

Record of Pre-Consultation

Record of Pre-Consultation

Prepared by the Peterborough County
Planning Department



Name: Millennium Park Inc. c/o Gregory
Couch

Agent: D.M. Wills Associates

Lot: 5

Concession: WCR

Municipality: Smith Ward

Township of Selwyn

Municipal Address: 1575 Chemong Road

Roll No.(s) 1516-020-001-47600.

Phone:

Email:

Office Phone:

adougherty@dmwills.com

edrake@dmwills.com

gcouch@me.com

Communication Sent To:

Owner: ☒

Agent: ☒

Meeting Date: 2020-03-10

Meeting Location: County Office - Committee Room

Attendees:

Robert Lamarre	Township of Selwyn
Iain Mudd	Peterborough County Planning
Caitlin Robinson	Peterborough County Planning
Don Allin	ORCA
Kyle Darling	Peterborough County Engineering & Design
Doug Saccoccia	Peterborough County Engineering & Design
Amanda Dougherty	D.M. Wills
Emma Drake	D.M. Wills

Regrets:

Curve Lake First Nation	Lands & Resources Consultation Liaisons
----------------------------	---

A copy of the complete Record of Pre-Consultation will be sent to all attendees ☒

Existing Parcel Description	
County O.P. Description	Rural Area
Municipal O.P. Designation	Highway Commercial / Rural / Environmental Constraint
Municipal Zoning	RU & C1-423
Area/Lot Dimensions	30 hectares (74 acres)
Existing Use/Buildings	Former Rona site

Pre-consultation completed for:

- ☐ Plan of Subdivision (*Application submitted to County*)
- ☐ Plan of Condominium (*Application submitted to County*)
- ☐ Official Plan Amendment for
 - ☐ County Official Plan (*Application submitted to County*)
 - ☐ Local Component of County Official Plan (*Application submitted to County*)
 - ☐ Municipal Official Plan (*Application submitted to Township*)
- ☒ Zoning By-law Amendment (*Application submitted to Township*)
- ☒ Site Plan Application (*Application Submitted to Township*)

Proposal Summary/Description:

A second pre-consultation meeting was held to discuss an update on the proposed development at 1575 Chemong Road. A revised Preliminary Concept Sketch (dated January, 2020) was provided for discussion purposes. As described by D.M. Wills, the property is proposed to be used solely for sport/recreational purposes. The existing building is proposed to be renovated to accommodate sports facilities, including basketball courts, a turf field, and an upper floor lounge. There remains interest from Hybrid Fitness to operate out of this location. The existing Quonset huts on the property are proposed to be renovated into turf fields (e.g., batting cages), or otherwise a second building may replace the Quonset huts on their existing footprint. As well, an inflatable dome or steel structure is proposed, north of the existing building, which is intended to accommodate an additional turf field.

The property is zoned Rural (RU) and Highway Commercial Exception 423 (C1-423). The site-specific zone permits the use of a portion of the property as a building supply sales and uses and buildings accessory thereto. The proposed uses described above are not permitted uses of the RU or C1-423 Zones.

A phased approach to the development of the site is proposed. Phase 1 includes renovating the existing building to accommodate the sports facilities described above. Phase 2 includes the development of an inflatable dome or steel structure and the redevelopment of the Quonset huts.

D.M. Wills proposed Phase 1 proceed with a zoning by-law amendment (ZBA). Part of the ZBA will include a Hold (H) provision to be placed on the area for Phase 2, which would obligate the property owner to complete the necessary studies and approvals in support of Phase 2. Both phases may trigger the need to amend the existing Site Plan Agreement.

Discussion:

County and Township staff acknowledged there is no longer the need for an official plan amendment. Upon further review of the Highway Commercial designation policies, it has been determined that the use fits within the uses permitted and meets the general intent and purpose of the highway commercial policies. The Planning Justification

Report should review these policies and demonstrate how the use is appropriate for this designation and area.

Applications for a Zoning By-law Amendment and Site Plan Approval will be required. It was agreed that the development could proceed in phases and a hold provision can be utilized obligating the proponent to complete the necessary studies/permits required in support of Phase 2.

Phase 1 includes the renovation of the existing building to accommodate sports facilities. The following studies / reports would be required in support of the zoning approval:

- Planning Justification Report – please include a draft ZBA
- Traffic Impact Study
- Hydrogeological Assessment – to confirm capacity of the existing well and sewage system to accommodate the conversion of the building for sports facilities. It will need to be determined whether effluent flow will be greater than 10,000 litres per day to determine if Ministry of Environment, Conservation and Parks (MECP) needs to be involved.
- Environmental Constraints Map – the wetland/drainage features should be further delineated and the existing setbacks established. The area noted as 'swale discharge area' on the Preliminary Concept Sketch (dated January 2020) may be a wetland.

The Zoning By-law will place a Hold (H) provision on the property for the development of Phase 2 and the technical documents required to support Phase 2. The existing Site Plan Agreement will have to be amended to reflect the changes contemplated by the Phase 2 work. Whether or not an amendment is required to accommodate the Phase 1 work is dependent on the final scope of work and whether or not any on or off site improvements are recommended in the supporting documents.

Phase 2 includes the construction of an inflatable dome or steel structure and the renovation of the Quonset huts into turf fields or the construction of a second building on their existing footprint. The hold symbol applicable to the development of Phase 2 will include the completion and peer review of the following:

- All studies listed under Phase 1 will need to be updated to reflect the build-out of the property, this includes Planning Report, Traffic Impact Study, Hydrogeological Assessment.
- Archaeological Assessment - correspondence received from Curve Lake First Nation on the first concept plan indicated Chemong Road is an ancient portage route and has archaeological evidence dating back to early Paleo times. As the area for the inflatable dome is undisturbed, an archaeological assessment is required.
- Stormwater Management Plan
- Environmental Impact Study – the constraints map completed in Phase 1 will better inform requirements for the EIS in Phase 2

Record of Pre-Consultation

Prepared by the Peterborough County
Planning Department



Fees:

Zoning By-law Amendment – Commercial Major Application	\$2,647.80
Site Plan Control	TBD
Peer Review Deposit	\$3,706.90

Other applicable fees should be confirmed through staff at the local Township, Conservation Authority and/or Peterborough Public Health.

Record Completed By: Caitlin Robinson

☒ **Please Note:** *Personal information contained on this form is collected under the authority of Section 29(2) of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c.M.56 as amended and will be used to assist in the correct processing of the application. If you have any questions about the collection, use or disclosure of this information by the County of Peterborough, please contact the CAO or Clerk, County of Peterborough, 470 Water Street, Peterborough, Ontario K9H 3M3 (705-743-0380).*

Appendix B

Photographic Log



**Client Name: Millennium Park Inc.
c/o Gregory Couch**

**Subject Property: Part Lot 5, West of Communication
Road, 1575 Chemong Road, Smith Ward, Township
of Selwyn**

Photo Number: 1

Date:
August 10, 2020

Direction Photo Taken:
West

Description:
View of existing commercial
entrance from Chemong Road.



Photo Number: 2

Date:
August 10, 2020

Direction Photo Taken:
South-west

Description:
View of Phase 1 principle building on
property (former RONA) from
commercial entrance.





Photo Number: 3

Date:
August 10, 2020

Direction Photo Taken:
West

Description:
View of Phase 1 principle building on property (former RONA) and associated parking from Chemong Road.



Photo Number: 4

Date:
August 10, 2020

Direction Photo Taken:
South

Description:
View of Phase 1 principle building on property (former RONA) and associated parking.





Photo Number: 5

Date:
August 10, 2020

Direction Photo Taken:
East

Description:
View of Phase 1 principle building on property (former RONA) and existing open storage space.



Photo Number: 6

Date:
August 10, 2020

Direction Photo Taken:
North

Description:
View of proposed Phase 2 fieldhouse location from commercial entrance.





Photo Number: 7

Date:
August 10, 2020

Direction Photo Taken:
West

Description:
View of proposed Phase 2 fieldhouse location from Chemong Road.



Photo Number: 8

Date:
August 10, 2020

Direction Photo Taken:
East

Description:
View of proposed Phase 2 fieldhouse location from rear of Subject Site.





Photo Number: 9

Date:
August 10, 2020

Direction Photo Taken:
West

Description:
View of existing Quonset huts from open storage area. Left (south) Quonset hut to be replaced. Three right (north) Quonset huts to be removed.



Photo Number: 10

Date:
August 10, 2020

Direction Photo Taken:
West

Description:
View of existing stormwater management pond.





Photo Number: 11

Date:
August 10, 2020

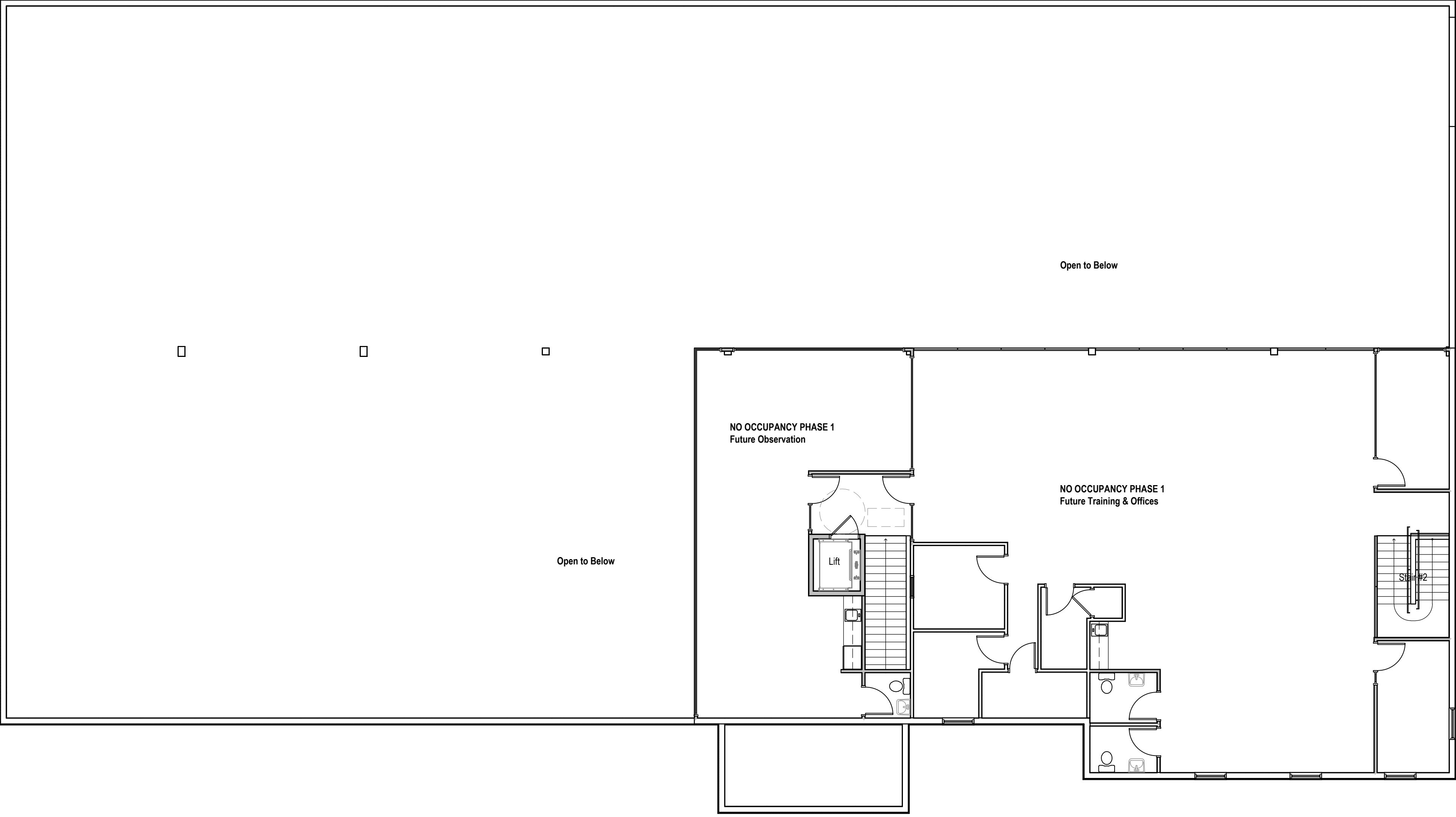
Direction Photo Taken:
West

Description:
View of remaining lands on Subject
Property from rear of Subject Site.



Appendix C

**Proposed Floor Plans for Phase 1
(former RONA building)**

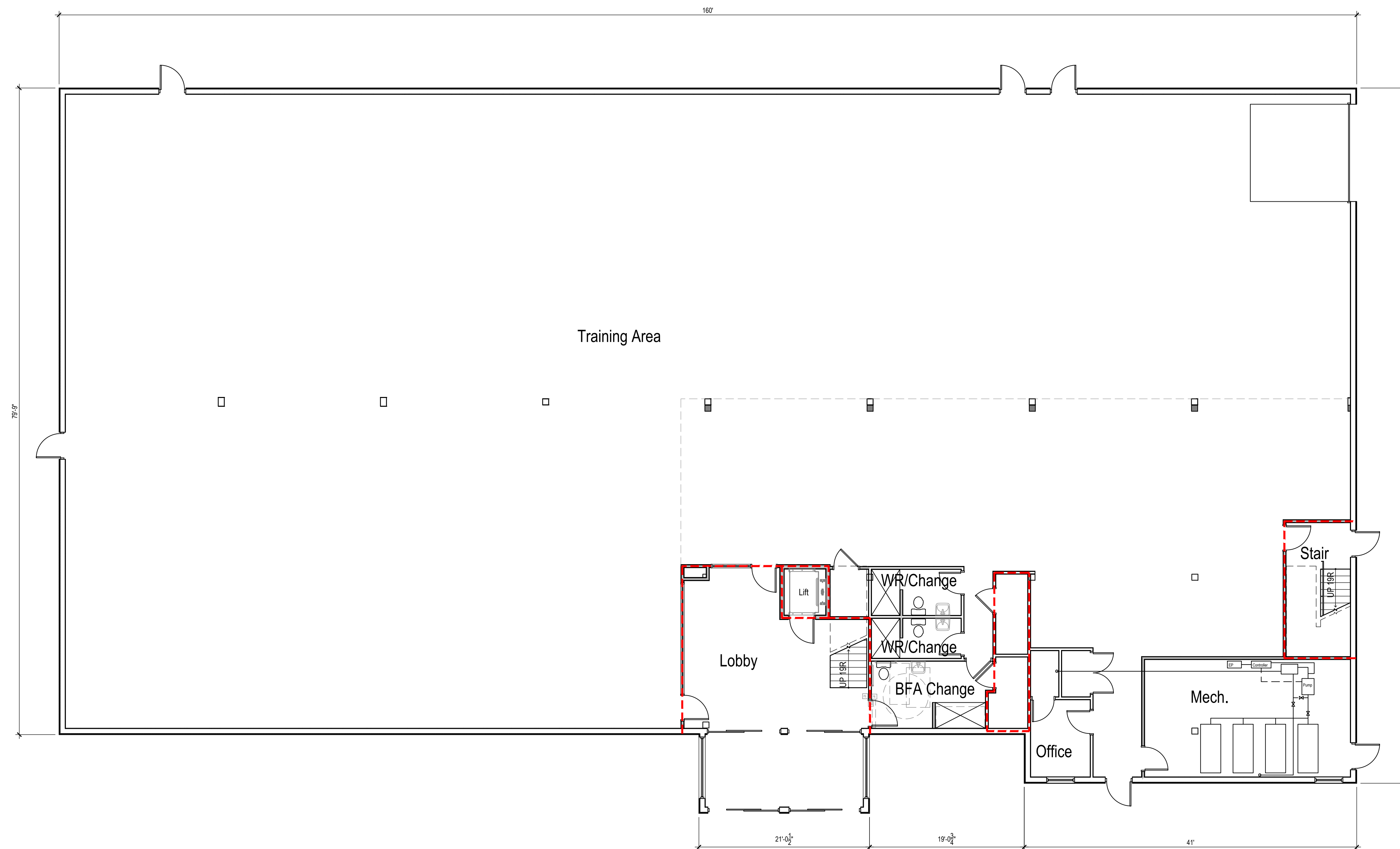


Phase 2
Issued for Re-zoning
Not For Permit
or Construction

Fitness Centre
1575 Chemong Road
Peterborough, Ontario

Concept Design
Upper Level

August 14, 2020



Phase 1
Issued for Re-zoning
Not For Permit
or Construction

Fitness Centre
1575 Chemong Road
Peterborough, Ontario

Concept Design
Main Level

August 14, 2020

December 4, 2020

D.M. Wills Associates Limited
c/o Amanda Dougherty & Emma Drake
150 Jameson Drive
Peterborough, ON K9J 0B9

via email

**Re: Application for a Zoning By-law Amendment, Township File No. C-09-20
1575 Chemong Road - Smith Ward
Peer Review, Agency & Public Comments**

Dear Ms. Dougherty & Ms. Drake,

Township staff had an opportunity to review peer review and agency comments together with reviewing the Planning Report submitted in support of the above noted application and at this time would like to offer the following comments.

Please note the 'comment summary' is based on staff interpretation. Full correspondence submitted by an agency is attached and should be read in its entirety.

Agency & Peer Review Comments (attached):

Ministry of Transportation (MTO) Eastern Region, dated October 13, 2020

Comment Summary: No objection to the application, as the subject lands are not within the MTO permit control area.

Township Response: No action is required

Natural Hazards and Natural Heritage Review completed by ORCA, dated November 3, 2020

Comment Summary: No objection to the applications. ORCA technical staff are of the opinion that the application is consistent with Section 3.1 of the Provincial Policy Statement (PPS), referencing Natural Hazards; and Sections 2.1 and 2.2 of the PPS referencing Natural Heritage and Water. Further, ORCA technical staff are of the opinion that the application is consistent with Sections 4.2.3 and 4.2.4 of the Growth Plan referencing Key Hydrologic Features. Permits from ORCA will not be required for phase one (1) of the proposed development.

Township Response: No action is required.

Mailing Address
PO Box 270
Bridgenorth
Ontario K0L 1H0

Tel: 705 292 9507
Fax: 705 292 8964

City of Peterborough, Planning Division, dated November 13, 2020.

It is proposed that a holding provision will be placed on the lands subject to Phase 2 of the proposal, which would indicate that additional studies (e.g. Archaeological Assessment; Stormwater Management Plan; and Natural Heritage Study/Environmental Impact Study) are to be completed to the satisfaction of the relevant agencies prior to the removal of the holding provision.

Comments from the City indicate that they have reservations with the approach, indicating that they are being requested to provide comments on both the re-zoning of Phase 1 and Phase 2 – however, the studies being reviewed are only related to Phase 1. It has been requested that the ZBLA for Phase 2 be completed as a separate process, or that the City be provided with an opportunity to comment on the Site Plan application. The Township will provide the City with an opportunity to comment on the site plan application.

The City also indicated that they are in the process of reviewing the Traffic Study Report; and comments would be forthcoming. We have not received comments to date.

Township Response: No action is required

Hydrogeology Peer Review Comments by Stantec Consulting Ltd., dated November 20, 2020

Comment Summary: In general, Stantec has no specific concerns in regard to the conclusions stated in the hydrogeological study; and is in general agreement with the conclusions and recommendations provided by Wills.

Wills has recommended that a subsurface field investigation be completed to support the design of the new sewage disposal system. Stantec agrees with this approach; and has indicated that the investigation should include the installation of monitoring wells to determine the prevailing groundwater flow direction. Further, a nitrate impact assessment should be completed.

As the total daily sewage flows are expected to be close to the threshold that would trigger an ECA, Stantec recommends that the proponent install a water metre and record actual daily water usage as this information will assist in the design of the future Phase 2 development and assess the future need for an ECA.

Wills has recommended that a 6-hour pumping test be completed while monitoring nearby groundwater users to confirm well capacity and that the taking of water will not impact nearby groundwater uses. Wills also recommends water quality data be collected during the pump test to support the design of a water treatment system. Stantec agrees that this work needs to be completed by a qualified professional.

Statec recommends that the list of studies to be completed prior to the development of Phase 2 include an updated Hydrogeological Assessment to reassess the adequacy of both the water supply and sewage disposal system to support Phase 2 of the development proposal.

Township Response: A permit from Peterborough Public Health for the septic system upgrade will be required at the time of the building permit.

Wills and Stantec have noted three (3) items that should be undertaken prior to the development of Phase 1. Township staff suggest that this can be accomplished in one of two ways:

1. Wills can proceed to complete the work as noted above, prior to the commencement of a public meeting/consultation process; or
2. We can move forward with the public hearing/consultation process, and a recommendation be brought forward to Council which would state that the existing site plan agreement be amended to incorporate the items noted above.

Please confirm which approach your Client would like to move forward with.

Peer Review completed by County Engineering and Design dated November 30, 2020

Comment Summary: The County has completed a peer review of the preliminary concept plan and the traffic study report; and at this time have not noted any issues or concerns with the proposed development of Phase 1.

The County has identified that the construction of the northbound left turn lane shall be designed and constructed at the applicant's expense. They have further noted that an update to the traffic study and a storm water management report would be required for Phase 2.

Township Response:

Comments 1 and 6 relate to required permits. Please follow up with the County directly.

Comment 2 seeks clarification regarding Phase 1 versus Phase 2 construction. I have provided the requested clarification to the County.

No further action is required for Phase 1 of the development.

Public Comments:

- Comments were received from Thomas Luloff, indicating that he had reviewed the file information posted on the website; and requested to be notified of the decision for this application and the subsequent phasing.
- No further comments from the public have been received to date.

Township Response: No action is required

Township Planning Comments

The Township has completed a review of the development proposal, considering the supporting documents, namely the Planning Justification Report (dated September 2020) together with the comments received during the initial set of agency review comments.

The property known as 1575 Chemong Road and the former Rona site is subject to an application for a Zoning By-law Amendment (ZBLA).

Presently the lands are designated '**Rural**', '**Highway Commercial**' and '**Environmental Constraint**'. The area of the development proposal is entirely within the '**Highway Commercial**' designation.

The property is zoned '**Highway Commercial Exception 423 (C1-423)**', '**Rural (RU)**' and '**Environmental Protection (EP)**'. The area subject to the application is zoned 'C1-423'. Permitted uses with the C1-423 Zone include: building supply sales and uses and buildings accessory thereto. The proposed uses as noted below are not permitted within the C1-423 Zone; therefore, the purpose of the proposed ZBLA is to amend the provisions of the C1-423 Zone, in order to accommodate two (2) phases of development; as follows:

- Phase 1 will permit the existing principal building (former Rona Building) to be retrofitted and used as an athletic training facility, including indoor turf fields, playing courts and fitness/training areas on the main floor. During this phase the upper floor will remain vacant.
- Phase 2 is intended to accommodate the proposed future development of the site; which includes:
 - the construction of a fieldhouse able to accommodate multiple sports with regulation sized fields;
 - a reception building;
 - the replacement of the southernmost Quonset hut with a newly constructed building to accommodate an indoor turf field and additional training space; and required parking areas.

In support of Phase 1 of the application, the following documents were submitted:

- Planning Justification Report, prepared by D.M. Wills Associates Limited, dated September 2020;
- Preliminary Concept Plan, prepared by D.M. Wills Associates Limited, dated 2020-08-11;
- Environmental Constraints Map, prepared by D.M. Wills Associates Limited, dated June 2020;
- Traffic Study Report prepared by D.M. Wills Associates Limited, dated August 2020; and
- Hydrogeological Assessment (Phase 1), prepared by D.M. Wills Associates Limited, dated September 2020.

It is proposed that a holding provision will be placed on the lands subject to Phase 2 of the proposal, which would indicate that additional studies (e.g. Archaeological Assessment; Stormwater Management Plan; and Natural Heritage Study/Environmental Impact Study) are to be completed to the satisfaction of the relevant agencies prior to the removal of the holding provision.

The Township has completed its review of the Planning Report based on the applicable policies of the Provincial Policy Statement (2020), Growth Plan (2019), County Official Plan, and Township Comprehensive Zoning By-law.

Provincial Policy Statement

The Planning Justification Report assessed the applications within the context of the 2020 Provincial Policy Statement (PPS), in particular Sections 1.1.4, 1.1.5, 1.6 and 2.1 of the PPS.

As noted in the Planning Report, the subject site is within a well-developed area, however it is outside of an identified settlement area – therefore it is considered Rural Areas in Municipalities. Rural areas are considered to be important to the economic success of the Province and quality of life. Rural areas are a system of lands which include rural settlement areas; rural lands; prime agricultural areas; natural heritage features and areas; and other resources areas. Within this context the subject lands are considered to be Rural Lands. The PPS indicates that when directing development on rural lands, planning authorities need to consider the relevant policies of Sections 1, 2 and 3 of the PPS (2020).

Section 1.1 of the PPS indicates that planning authorities are to promote efficient development and land use patterns which will sustain the financial well-being of the Province (Section 1.1.1 a)). Further, authorities are to avoid development and land use patterns which may cause environmental and safety concerns (Section 1.1.1 c)), as well as those that would prevent the efficient expansion of settlement areas in those areas which are close to or adjacent to settlement areas (Section 1.1.1 d)). Through the peer review process it has been noted that Phase 1 of the proposed development is consistent with the policies of Section 2.1, 2.2 and 3.1 of the PPS 2020, indicating

that the development will not cause an environmental safety concern. Further, although the development is adjacent to a settlement area, the area in question is already highly developed and would not compromise a future settlement area expansion.

The PPS indicates that development on rural lands should be compatible with the rural landscape and be sustained by rural service levels (Section 1.1.4). Through the peer review process it was noted that the existing road infrastructure would support the proposed development of Phase 1. Further, the hydrogeology work completed concluded that the existing well should be sufficient to service the water needs of Phase 1. The existing septic system would be required to be upgraded; however, no issues/concerns were noted.

The PPS indicates that recreational, tourism and other economic opportunities should be promoted (Section 1.1.3) and opportunities to support a diversified rural economy should be promoted, while protecting agricultural and resource-related areas (Section 1.1.5.7). As noted previously, the development proposal is in a historically developed area that has a range and mix of commercial and light industrial uses. The proposed development is well suited for this area and will not impact surrounding agricultural lands and uses.

The subject lands are located beyond 120 metres of a Provincially Significant Wetland (i.e. Jackson Creek PSW) and is located outside of a key hydrological feature (i.e. unevaluated wetlands) and its associated vegetated protective buffer, therefore the proposal is consistent with Sections 2.1 (Natural Heritage) and 2.2 (Water) of the PPS, 2020. Further the proposed development is found to be outside of any known flooding or erosion hazard, and therefore is consistent with Section 3.1 (Natural Hazards) of the PPS, 2020.

Township Response: Overall, staff is of the opinion that the proposed development is consistent with the relevant policies of the PPS 2020. No action is required.

Growth Plan for the Greater Golden Horseshoe

The Planning Justification Report assessed the applications within the context of the Growth Plan for the Greater Golden Horseshoe 2019 (Growth Plan), in particular Sections 2.2.9.3 and 4.

Section 2.2.9.3 of the Growth Plan states:

Subject to the policies in Section 4, development outside of settlement areas may be permitted on rural lands for:

- c) other rural land uses that are not appropriate in settlement areas provided they:*
 - i. are compatible with the rural landscape and surrounding local land uses;*
 - ii. will be sustained by rural service levels; and*

iii. will not adversely affect the protection of agricultural uses and other resource-based uses such as mineral aggregate operations.

As indicated above, the development proposal is in a historically developed area that has a range and mix of commercial and light industrial uses. The proposed development is well suited for this area, can be sustained on rural service levels; and will not impact surrounding agricultural lands and uses.

Section 4 contains policies designed to protect natural features and assets. Through the peer review process it was noted that the development proposal conforms to sections 4.2.3 and 4.2.4 of the Growth Plan.

Township Response: Overall, staff is of the opinion that the proposed development is consistent with the relevant policies of the Growth Plan 2019. No action is required.

County of Peterborough Official Plan – Local Component

The Planning Justification Report assessed the applications within the context of the policies of the Highway Commercial designation (Section 6.2.10) and Criteria for Assessing Commercial, Industrial and Institutional Development (Section 7.14).

The development proposal is situated within the Highway Commercial designation. This designation is “*primarily intended for commercial uses that cater to and need to be highly visible to the traveling public and therefore require locations along major roads and highways*”. The predominant use of land within the Highway Commercial designation includes “clubs”. The Planning report identifies that the “*subject site will operate similarly to a private or commercial club, which are identified as permitted uses*”. Further, the Planning Report considers the policies of related designations, such as Recreation Commercial – however it was concluded that the recreation commercial policies would not best serve the development proposal. It was noted that although clubs are permitted in the Recreation Commercial designation generally uses in these areas are driven by tourism or sources of entertainment and normally accessible on a leisurely basis by a member of the public. It was noted that the development would be focused on providing athletic training, in particular to local sports associations, on a year-round basis and is therefore less tourism and entertainment related.

Township Response:

Township staff is in agreement with this interpretation. No action is required.

Township of Selwyn Comprehensive Zoning By-law

The application contemplates an amendment to the Township’s Zoning By-law which would facilitate a textural amendment to the zone category, C1-423, on the subject lands.

Presently the zone category allows a building supply store; and accessory uses thereto as the only permitted uses. All other provisions of the Highway Commercial zone apply.

The Planning Report indicates that the proposed development and use of the subject lands are most appropriately captured in the Highway Commercial (C1) Zone; which recognizes both commercial and private clubs as permitted uses. The Township's Comprehensive Zoning By-law indicates that commercial and private clubs may include use for physical fitness and recreation, as well as other similar purposes. However, as noted above these uses are currently not permitted in the C1-423 Zone; therefore the proposed amendment includes a commercial club, private club, indoor athletic fields, indoor playing courts and an indoor athletic training facility. The ZBLA also requests that a maximum allowable height of a structure of 19.8 metres be permitted.

The proposed ZBLA has been structured into two (2) phases.

Phase 1 will permit the existing principal building (former Rona Building) to be retrofitted and used as an athletic training facility, including indoor turf fields, playing courts and fitness/training areas on the main floor. During this phase the upper floor will remain vacant. Supporting documents submitted in support of Phase 1 have been peer reviewed as noted above.

Phase 2 is intended to accommodate the proposed future development of the site; which includes:

- the construction of a fieldhouse able to accommodate multiple sports with regulation sized fields;
- a reception building;
- the replacement of the southernmost Quonset hut with a newly constructed building to accommodate an indoor turf field and additional training space; and required parking areas.

It is proposed that a holding provision will be placed on the lands subject to Phase 2 of the proposal, which would indicate that additional studies (e.g. Archaeological Assessment; Stormwater Management Plan; and Natural Heritage Study / Environmental Impact Study) are to be completed to the satisfaction of the relevant agencies prior to the removal of the holding provision.

Please confirm which option noted on page 3 of this letter your Client wishes to move forward with. If option 2 is the preferred option, the Township will schedule the public meeting at the next available Council meeting.

Please do not hesitate to contact the undersigned if you have any questions.

Sincerely,

Jeannette Thompson

Jeannette Thompson, BSc, MCIP, RPP
Planner
Township of Selwyn

Cc: Millenium Park Inc. c/o Greo, Owners (via email)
Caitlin Robinson, Planner, County of Peterborough (via email)
Rob Lamarre, Manger of Building and Planning, Township of Selwyn (via email)

Selwyn Planning Department

From: Thomas Luloff <thomas.luloff@flemingcollege.ca>
Sent: October 21, 2020 12:09 PM
To: Angela Chittick; Selwyn Planning Department
Subject: C-09-20

RECEIVED

OCT 21 2020

Hello Angela and Jeanette,

Township of Selwyn

Thank you for providing the Notice of a Complete Application for a Zoning By-law Amendment C-09-20.

I have reviewed all of the information provided online for this case and am submitting this written request to be notified of the decision for any and all applications, including the holding provision for Phase 2 of the proposal. I look forward to the public meeting on this case file.

I would note that there seems to be heavy equipment activity at the site as of this week...has permission for work and a decision already been given?

Thomas Luloff
Professor, Conservation Biology
School of Environmental and Natural Resource Sciences
Frost Campus, Fleming College
Telephone: 705.324.9144 ext. 3027
thomas.luloff@flemingcollege.ca

Jeannette Thompson

From: Teper, Aaron (MTO) <Aaron.Teper@ontario.ca>
Sent: October 13, 2020 3:22 PM
To: Jeannette Thompson
Cc: Tolles, Cheryl (MTO)
Subject: RE: Notice of Complete Application

RECEIVED
OCT 13 2020
Township of Selwyn

Good Afternoon Jeannette,

Thank you for circulating minor variance/zoning application to MTO for review. Please accept this as a formal response from the Ministry of Transportation. MTO has reviewed the application in accordance with the *Public Transportation and Highway Improvement Act* (PTHIA) and Highway Access Management Guideline and offers following comments:

The ministry has reviewed the application for 1575 Chemong Rd (C-09-20) and has determined that the subject lands are not within our permit control area, therefore, MTO has no comments to offer.

Thank you for the opportunity to comment.

Aaron Teper
Planning Intern
Corridor Management Section
MTO Eastern Region
Aaron.Teper@ontario.ca

From: Jeannette Thompson <jthompson@selwyntownship.ca>
Sent: October 13, 2020 2:53 PM
To: lfawn@county.peterborough.on.ca; Bryan Weir (bweir@county.peterborough.on.ca)
<bweir@county.peterborough.on.ca>; planningdivision@peterborough.ca; andrea.gummo@ontario.ca;
JulieK@curvelake.ca; Williams Treaty First Nations Claims (k.a.sandy-mckenzie@rogers.com) <k.a.sandy-mckenzie@rogers.com>; Enbridge Gas <municipalplanning@enbridge.com>; 'ian_Dyck@kprdsb.ca'
<ian_Dyck@kprdsb.ca>; kevhickey@pvnccdsb.ca; Conseil Scolaire de District Catholique Centre-Sud
(planification@csdccc.edu.on.ca) <planification@csdccc.edu.on.ca>; Bell (circulations@mmm.ca)
<circulations@mmm.ca>; Teper, Aaron (MTO) <Aaron.Teper@ontario.ca>; Angela Chittick
<achittick@selwyntownship.ca>; Boulton, Alanna (PC) (alanna.boulton@canada.ca) <alanna.boulton@canada.ca>; Andy
Mitchell <amitchell@selwyntownship.ca>; Anita Locke <alocke@selwyntownship.ca>; Ashley Henderson
<ahenderson@selwyntownship.ca>; Bell <circulations@mmm.ca>; Weir, Bryan <BWeir@ptbocounty.ca>; Chris Howard
<choward@hiawathafn.ca>; Conseil Scolaire de District Catholique Centre-Sud (planification@csdccc.edu.on.ca)
<planification@csdccc.edu.on.ca>; Schaefer, Damien (MMAH) <Damien.Schaefer@ontario.ca>; Dave Mowat
(dmowat@scugogfirstnation.com) <dmowat@scugogfirstnation.com>; Donna Ballantyne
<dballantyne@selwyntownship.ca>; Enbridge Gas <municipalplanning@enbridge.com>; Gerry Herron
<gherron@selwyntownship.ca>; Greg Cowie (chiefcowie@hiawathafn.ca) <chiefcowie@hiawathafn.ca>; Hydro One -
Land Use Planning <landuseplanning@hydroone.com>; Jeannette Thompson <jthompson@selwyntownship.ca>; Julie
Kapyrka <juliek@curvelake.ca>; Kevin Hickey <kevhickey@pvnccdsb.on.ca>; KPRDSB Planning Dept.
<planning_info@kprdsb.ca>; Lynn Fawn (lfawn@ptbocounty.ca) <lfawn@ptbocounty.ca>; Ontario Power Generation
<executivevp.lawanddevelopment@opg.com>; Pam Pressick (ppressick@peterboroughpublichealth.ca)
<ppressick@peterboroughpublichealth.ca>; Sherry Senis <ssenis@selwyntownship.ca>; Tom Cowie



November 3, 2020

Ms. Jeannette Thompson
Township of Selwyn
P.O. Box 270
Bridgenorth, Ontario K0L 1H0

**RE: File No. C-09-20, Phase 1 - 1575 Chemong Rd, Smith Ward, Township of Selwyn,
Roll # 1516.020.001.47600, ORCA file PPLS-4349**

ORCA is in receipt of the above noted application. The purpose of the applications are to amend the Township of Selwyn Zoning By-law in order to facilitate the redevelopment of the property.

The proposed redevelopment of the property will occur in two (2) phases and includes the following:

- Phase 1 will permit the existing principal building (former Rona Building) to be retrofitted and used as an athletic training facility, including indoor turf fields, playing courts and fitness/training areas on the main floor. During this phase the upper floor will remain vacant.

In support of Phase 1 of the application, the following documents were submitted:

- Planning Justification Report, prepared by D.M. Wills Associates Limited, dated September 2020;
- Preliminary Concept Plan, prepared by D.M. Wills Associates Limited, dated 2020-08-11;
- Environmental Constraints Map, prepared by D.M. Wills Associates Limited, dated June 2020; and
- Hydrogeological Assessment (Phase 1), prepared by D.M. Wills Associates Limited, dated September 2020.

Otonabee Conservation has reviewed the supplied information in accordance with our mandate and policies and offers the following comments regarding the phase 1 plan.

Otonabee Conservation staff have reviewed the available mapping as it relates to natural hazards and the constraints map submitted in support of the application. The proposed development was found to be outside the area of any known flooding or erosion hazards. **Therefore, Otonabee Conservation is of the opinion that the application is consistent with Section 3.1 of the Provincial Policy Statement (PPS), referencing Natural Hazards.**



Available mapping indicates the subject property is located beyond 120 metres of a Provincially Significant Wetland (PSW – Jackson Creek) and is located outside a key hydrological feature (unevaluated wetlands) and its associated protective 30 metre buffer. It is understood that a holding provision will be placed on the lands subject to Phase 2 of the proposal and at that time additional studies (e.g. Archaeological Assessment; Stormwater Management Plan; and Natural Heritage Study / Environmental Impact Study) are to be completed and submitted for review to satisfy provincial policies. With this understanding, **Otonabee Conservation is of the opinion that the proposed phase 1 development is consistent with Sections 2.1 and 2.2 of the *Provincial Policy Statement* and conforms to section 4.2.3 and 4.2.4 of the Growth Plan for the Greater Golden Horseshoe.**

Otonabee Conservation mapping indicates that the property in question is outside the area regulated under Ontario Regulation 167/06, this Authority's 'Development, Interference with Wetlands and Alterations to Shorelines and Watercourses' regulation. Therefore, **permits from this agency will not be required for the proposed phase 1 development.**

The application was also reviewed in consideration of the Trent Source Protection Plan (SPP) which was prepared under the 2006 Clean Water Act. It was determined that the subject property is not located within an area that is subject to the policies contained in the SPP.

Please contact me if you have any further questions or concerns.
Best Regards,

Planning and Development Officer
Otonabee Conservation

Cc: Andy Mitchell, Otonabee Conservation Board Member
Sherry Senis, Otonabee Conservation Board Member

Jeannette Thompson

From: Ken Hetherington <KHetherington@peterborough.ca>
Sent: November 13, 2020 2:06 PM
To: Jeannette Thompson
Subject: RE: Notice of Complete Application

RECEIVED
NOV 13 2020
Township of Selwyn

Hi Jeannette,

Further to my email last week, the City will not have formal comments to you today. We are still reviewing studies that were submitted in support of the application. We just need to be sure that there are no implications to City infrastructure.

One process related comment that I can flag is the notice states the intention is to zone both Phases 1 and 2 and apply a Holding Provision to the Phase 2 lands until additional studies for Phase 2 are completed, reviewed and approved. The difficulty with this approach is we are being asked for comments on the zoning of Phases 1 and 2 but we are reviewing studies that consider only Phase 1 ie. Traffic impact study, hydrogeological assessment.

We will respectfully request that either the zoning by-law amendment for Phase 2 be conducted as a separate process supported by Phase 2 studies that we can review and comment on at that time, or alternatively, the City be afforded the opportunity to review and approve the Phase 2 studies before the H – Holding Provision is removed.

I will get formal comments to you as soon as I can, but did want to give you a head's up regarding the process issue. Just let me know if you would like to discuss in the meantime.

Thanks Jeannette.

Ken

Ken Hetherington, MCIP, RPP
Manager, Planning Division
City of Peterborough
500 George Street North
Peterborough, Ontario K9H 3R9

Phone: 705-742-7777; ext. 1781

Email: khetherington@peterborough.ca

From: Jeannette Thompson <jthompson@selwyntownship.ca>
Sent: Thursday, November 5, 2020 11:20 AM
To: Ken Hetherington <KHetherington@peterborough.ca>
Subject: RE: Notice of Complete Application

[EXTERNAL EMAIL - use caution when clicking links and opening attachments]

Hello Ken ~

I am well, thank you. Yes COVID has definitely made life more interesting! I hope you are doing well through all of this.



Stantec Consulting Ltd.
100-300 Hagey Boulevard, Waterloo ON N2L 0A4

RECEIVED

NOV 20 2020

Township of Selwyn

November 20, 2020
File: 160900933

Attention: Ms. Jeannette Thompson, MCIP, RPP
Township of Selwyn
1310 Centre Line
Selwyn, ON K9J 6X5

Dear Ms. Thompson,

Reference: Hydrogeology Peer Review Comments
Application for Zoning By-law Amendment
Part of Lot 5, Concession WCR, Smith Ward – 1575 Chemong Road,
Township of Selwyn

The Township of Selwyn (Selwyn) has received an application for a zoning by-law amendment including supporting studies for the redevelopment of 1575 Chemong Road and has requested Stantec Consulting Ltd. (Stantec) to peer review the hydrogeological study in support of this application. The proposed redevelopment of the property will occur in two (2) phases, including:

- Phase 1 will permit the existing principal building (former Rona Building) to be retrofitted and used as an athletic training facility, including indoor turf fields, playing courts and fitness/training areas on the main floor. The upper floor will remain vacant.
- Phase 2 will include the construction of a fieldhouse, a reception building, replacement the southern most Quonset hut with a new building to accommodate an indoor turf field and additional training space, and parking areas.

The County forwarded the document entitled, *Hydrogeological Assessment (Phase 1)*, prepared by D.M. Wills Associates Limited, dated September 2020 (Wills, 2020) for review.

This letter details the results of the Wills (2020) Hydrogeological Assessment report and provides a peer review of the report conclusions and recommendations. Stantec notes that the hydrogeological assessment only pertains to Phase 1 of the proposed redevelopment. Based on the proposed additional development proposed for Phase 2, an updated Hydrogeological Assessment may be required.

STUDY PURPOSE AND SCOPE

As described in Wills (2020), the purpose of the Hydrogeological Assessment was to confirm the capacity of the existing on-site water supply well and sewage disposal system to accommodate Phase 1 development. The report included:

- A review of MECP Well Records within 500 m of the Site.
- A desktop review of the geology and hydrogeology of the area.



November 20, 2020
Ms. Jeannette Thompson, MCIP, RPP
Page 2 of 4

Reference: Hydrogeology Peer Review Comments
Application for Zoning By-law Amendment
Part of Lot 5, Concession WCR, Smith Ward – 1575 Chemong Road,
Township of Selwyn

- An analysis of the anticipated water demand based on the occupancy requirements in the Ontario Building Code (2012).
- Desktop evaluation of the existing water supply well and sewage disposal system.
- A review of servicing constraints and identification of any permits and approvals required for the sewage disposal system and potable water systems.
- Conclusions and recommendations to provide private servicing options for the Phase 1 development.

EXISTING CONDITIONS

- The total area of the Site is 30 ha and is bounded by Chemong Road to the east and by commercial properties to the north and south. Rural land exists to the west of the property.
- The Site was formerly occupied by Rona and includes one commercial building, four Quonset huts, paved parking/storage areas and a stormwater management pond. Most of the existing development fronts onto Chemong Road, with the remainder of the property remaining largely undeveloped.
- The property is currently serviced with one Class 4 Sewage System located northeast of the existing commercial building and one drilled well located in the southeast corner of the Site. Both the MECP Water Well Record (WWR) and building permit/inspection report completed by Peterborough Public Health were available for the existing well and sewage disposal system, respectively.
- The MECP WWR shows that construction of the well occurred on November 15, 2004 consisting of a 159 mm diameter steel casing completed into a gravel deposit to depth of 41.1 m below ground surface (BGS). The well has an annular seal completed to a depth of 6.1 m and appears to meet the current construction requirements of Ontario Regulation 903.
- The well record shows the well was pumped for a duration of one hour at a rate of 36.4 L/min, with the water level declining from 7.7 m (static level) to 19.5 m (water level drawdown of 11.8 m). The water level in the well returned its static condition within one hour following the cessation of pumping. The recommended pumping rate for the well was set at 36.4 L/min.
- The Peterborough Public Health Unit inspection report dated April 18, 2005 for the existing sewage disposal system indicates that it is a Class 4 Sewage System that includes a 22,730 L sewage tank, which would equate to a maximum daily design flow of 7,577 L/day based on the Ontario Building Code requirements.



November 20, 2020
Ms. Jeannette Thompson, MCIP, RPP
Page 3 of 4

Reference: Hydrogeology Peer Review Comments
Application for Zoning By-law Amendment
Part of Lot 5, Concession WCR, Smith Ward – 1575 Chemong Road,
Township of Selwyn

WATER TAKING AND SEWAGE DISPOSAL REQUIREMENTS

- The projected maximum water usage of the proposed Phase 1 development is calculated to be up to 9,000 L/day based on a maximum occupancy of 225 patrons and staff at a water usage rate of 40 L per member per day. The water usage rate of 40 L per member per day is based on the Ontario Building Code guidance for a country club member.

CONCLUSIONS AND RECOMMENDATIONS

In general, Stantec agrees with the conclusions and recommendations provided in Wills (2020), which include:

- The existing sewage disposal system does not have the design capacity to support the proposed Phase 1 development and will need to be upgraded. To support the new sewage disposal system, Wills recommends that a subsurface field investigation be completed and Stantec agrees with this approach. The investigation should include the installation of monitoring wells to determine the prevailing groundwater flow direction and the completion of a nitrate impact assessment, in addition to any work required for the engineering design. All work is to be completed by a qualified professional.
- Because the total daily sewage design flows are expected to be less than 10,000 L/day, the proponent will not require an ECA for the proposed Phase 1 development. Given that the calculated total design flow of 9,000 L/day for Phase 1 of the development is getting close to the threshold that would trigger an ECA, Stantec recommends that the proponent install a water meter and record actual daily water usage as this information will be useful to assist with the design of the future Phase 2 development and to assess the future need for an ECA.
- The existing well should be able to meet the water demands of the proposed Phase 1 development provided that the pumping response of the well is similar to what was observed when it was first tested at the time of construction. Given that the well has not been tested since 2004, Wills recommends that a 6-hour pumping test be completed while monitoring nearby groundwater users to confirm well capacity and that the taking will not impact nearby groundwater users. Wills also recommends water quality data be collected during the pumping test to support design of the water treatment system. Stantec agrees that this work needs to be completed by a qualified professional.
- Stantec understands that Selwyn will put a holding provision on the lands subject to Phase 2 of the proposal, which would require that additional studies be completed to the satisfaction of the relevant agencies prior to the removal of the holding provision. Stantec recommends that this list of studies include an updated Hydrogeological Assessment to reassess the adequacy of both the water supply and sewage disposal system to accommodate the Phase 2 development.




November 20, 2020
Ms. Jeannette Thompson, MCIP, RPP
Page 4 of 4

Reference: Hydrogeology Peer Review Comments
Application for Zoning By-law Amendment
Part of Lot 5, Concession WCR, Smith Ward – 1575 Chemong Road,
Township of Selwyn


We trust these comments are sufficient for your purposes; however, if you have any questions or require clarification, please do not hesitate to contact the undersigned.

Regards,

STANTEC CONSULTING LTD.



Roger Freymond, P.Eng.
Senior Hydrogeologist
Phone: (519) 585-7381
Fax: (519) 579-4239
roger.freymond@stantec.com



Grant Whitehead, P.Geo. (Limited)
Senior Hydrogeologist
Phone: (519) 585-7400
Fax: (519) 579-4239
grant.whitehead@stantec.com



County Plan Review and Permitting Memo

To: Jeannette Thompson

From: Daniel Ilkiewicz

CC: Doug Saccoccia

Date: November 30, 2020

**Re: Peer Review – 1575 County Road 18
Township of Selwyn**

County Engineering and Design staff have received information in support of an application for a zoning by-law amendment, together with supporting studies for the above noted property.

The purpose of the application is to amend the Township of Selwyn Zoning By-law in order to facilitate the redevelopment of the property.

The proposed redevelopment of the property will occur in two (2) phases and includes the following:

- Phase 1 will permit the existing principal building (former Rona Building) to be retrofitted and used as an athletic training facility, including indoor turf fields, playing courts and fitness/training areas on the main floor. During this phase the upper floor will remain vacant.
- Phase 2 is intended to accommodate the proposed future development of the site; which includes:
 - the construction of a fieldhouse able to accommodate multiple sports with regulation sized fields;
 - a reception building;
 - replacement of the southern most Quonset hut with a newly constructed building to accommodate an indoor turf field and additional training space; and required parking areas.

In support of Phase 1 of the application, the following documents were submitted:

- Planning Justification Report, prepared by D.M. Wills Associates Limited, dated September 2020;
- Preliminary Concept Plan, prepared by D.M. Wills Associates Limited, dated 2020-08-11;



- Environmental Constraints Map, prepared by D.M. Wills Associates Limited, dated June 2020; and
- Hydrogeological Assessment (Phase 1), prepared by D.M. Wills Associates Limited, dated September 2020; and
- Traffic Study Report, prepared by D.M. Wills Associates Limited, dated August 2020.

A holding provision will be placed on the lands subject to Phase 2 of the proposal, which would indicate that additional studies (e.g. Archaeological Assessment; Stormwater Management Plan; and Natural Heritage Study / Environmental Impact Study) are to be completed to the satisfaction of the relevant agencies prior to the removal of the holding provision.

The Township kindly request that the County of Peterborough Engineering and Design Department undertake a peer review of the following documents /supporting materials:

- Preliminary Concept Plan, prepared by D.M. Wills Associates Limited, dated 2020-08-11; and
- Traffic Study Report, prepared by D.M. Wills Associates Limited, dated August 2020.

Upon review of the above noted documents, The County of Peterborough's Engineering and Design staff have the following comments related to this proposal.

1. Please note that any Rock/Boulder Barrier within the County of Peterborough's road allowance shall be removed as per the County of Peterborough's clear zone requirements. A road occupancy permit will be required for any work within the County of Peterborough's right-of-way.
2. As per the Preliminary Concept Plan, prepared by D.M. Wills Associates Limited, dated 2020-08-11, are the Proposed Reconstructed Building and Proposed Reception Building planned on being constructed as per Phase 1 or as per Phase 2? Within the Concept Plan, the Proposed Field House has Phase 2 stated in brackets beside the noted Proposed Field House. The Proposed reception Building and Proposed Reconstructed building do not state that these two buildings are as per Phase 2. Please see attached document, "Proposed Buildings" and please confirm.
3. Please note page 6 of the Traffic Study Report, prepared by D.M. Wills Associates Limited, dated August 2020. "Phase 2 will be developed over the next 2 years, subject to appropriate approvals and supported with the construction of



a northbound left turn lane on Chemong Road.” Please note that a northbound left turn lane on Chemong Road shall be designed and constructed at the applicant’s expense.

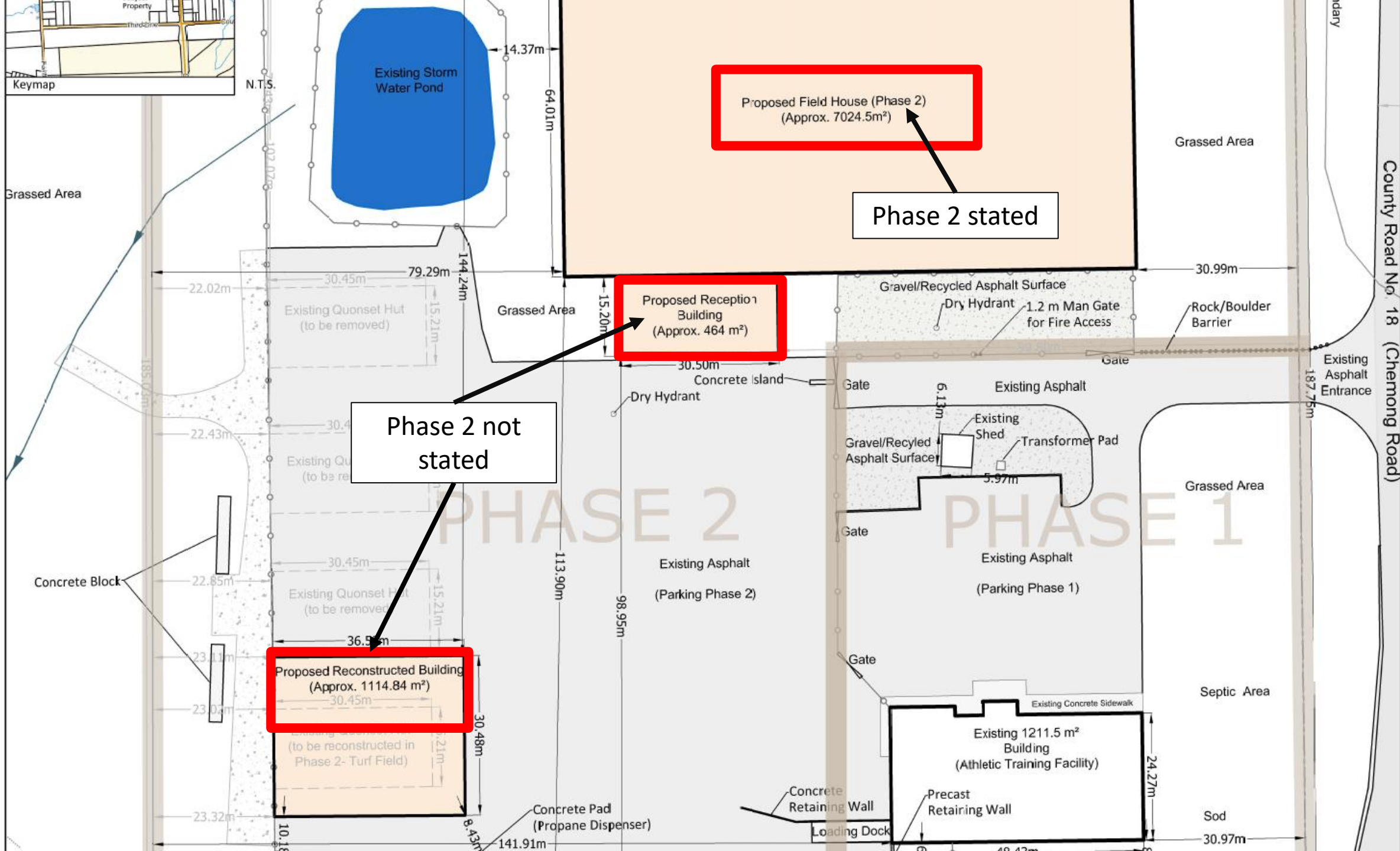
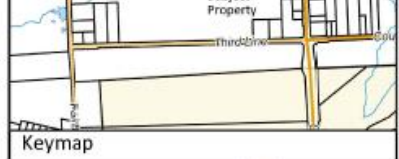
4. Please note, as stated in Traffic Study Report, prepared by D.M. Wills Associates Limited, dated August 2020, that “This traffic study has been prepared in a traffic brief format with the understanding that a full traffic impact study will be carried out when the *Phase 2* plans for the *Couch Sports Complex* have been completed.”
5. Please note that for Phase 2, a storm water management plan and report will be required to be submitted.
6. Please contact Martin O’Grady via email at mogradey@ptbocounty.ca or via phone at 705 775-2737 Ext 3204 in relation to any proposed signage.

The above comments are based on the latest information received by this office, should additional information become apparent or changes to the plans occur in the future, County engineering staff will review said changes and may provide additional comments. If you have any questions related to this correspondence, please contact our office.

Sincerely,

Daniel Ilkiewicz

Engineering Technician,
Peterborough County,
705 743-0380 Ext 3205



Legend

- Property Boundary
- Existing
- Existing Ditch
- Existing Concrete
- Existing Building
- Existing Asphalt
- Existing Gravel
- Existing Grass
- Swale Ditch
- Proposed
- Proposed Building

Data Sources:
Land Information Ontario
County of Peterborough
Queens Printer for Ontario

Created In:

Drawn By:

Checked By:

Map Date:

Project Number:

Map File Number:

Scale:
NAD 1983

Sent: February 22, 2021 3:56 PM
To: Angela Chittick
Cc: Selwyn Planning Department
Subject: File # CO-01-21 or CO-09-20

Dear Angela and Jeanette,
Regarding File # C0-01-21 or C-09-20

I recently purchased Doughty Masonry Center at 1555 Chemong Road, Selwyn, ON.

My property is South of 1575 Chemong Road. The only request that I have is that the current owner of 1575 Chemong Road agree at their expense to continue the existing 6' Chain link fence (with barb wire on the top) westward between both of our properties as the development progresses.

I'm certain that this isn't much of a request.
If you could let me know that you got this email, that'd be great.
Thanks again and stay safe.

Robert Young

Owner



**The Corporation of the
Township of Selwyn**

By-law Number 2021-016

**Being a By-law passed pursuant to the provisions of
Section 34 of *The Planning Act*, R.S.O. 1990, as amended to amend
the Township of Selwyn Comprehensive
Zoning By-law No. 2009-021, as otherwise amended**

Whereas the Council of the Corporation of the Township of Selwyn has received an application to amend By-Law No. 2009-021, otherwise known as the Comprehensive Zoning By-Law, insofar as is necessary to re-zone those lands described as being situated Part of Lot 5, Concession WCR in the Smith Ward, municipally known as 1575 Chemong Road.

The proposed Zoning By-Law Amendment related to the subject lands will amend the site-specific zone category, ***“Highway Commercial Exception 423 (C1-423) Zone”***, of the subject lands; together with applying a ***“Highway Commercial Exception 423-holding (C1-423(h)) Zone”*** to a certain portion of the subject lands. This would permit additional uses (i.e., athletic training facilities) on the lands, together with outlining site-specific zone regulations.

Whereas the Ontario Municipal Act, 2001, S.O. 2001, c.25, Section 5.3, as amended, states that a municipal power shall be exercised by By-law unless the municipality is specifically authorized to do otherwise;

Now therefore the Council of the Corporation of the Township of Selwyn enacts as follows:

1. **That** Schedule “A” attached to and forming part of By-law No. 2009-021, as otherwise amended, is hereby further amended by changing the zone category of certain lands described as being situated in Part of Lot 5, Concession WCR in the Smith Ward (1575 Chemong Road) from ***“Highway Commercial Exception 423 (C1-423) Zone”*** to ***“Highway Commercial Exception 423-holding (C1-423(h)) Zone”***, as illustrated on Schedule “A” attached hereto and by this reference forming part of this By-law.
2. That Schedule ‘B’, entitled Exceptions Zones, of By-law No. 2009-021, as amended, is hereby further amended with the deletion of subsection 423, and replacing it with the following:

“Highway Commercial Exception 423-holding (C1-423h)

a) Permitted Uses:

No person shall within an C1-423 Zone use any land or erect, alter or use any building or part thereof for any reason other than:

- i) Commercial club;
- ii) Private club;
- iii) Indoor athletic fields;
- iv) Indoor playing courts;
- v) Indoor athletic training facility

b) Regulations for Non-Residential Use

- | | | |
|------|---------------------------|--------|
| i) | Front Yard (Minimum) | 31 m |
| ii) | Building Height (Maximum) | 19.8 m |
| iii) | Required Loading Spaces | 1 |

- c) The Holding (H) symbol attached to the lands being the subject of this By-law shall be removed only when the following actions have been secured and to the satisfaction of the Township and/or

the County of Peterborough, and/or Conservation Authority as required:

- i) Updated Planning Justification Report;
- ii) Updated Hydrogeological Assessment and Servicing Options Report;
- iii) Updated Traffic Impact Study;
- iv) Archaeological Assessment;
- v) Environmental Impact Study;
- vi) Storm Water Management Report;
- vii) Amended Site Plan
- viii) Amendment to the existing Site Plan Agreement registered on title.

d) All other provisions of the Highway Commercial (C1) Zone shall apply.”

3. **That** subject to notice of the passing of this By-law in accordance with the provisions of Section 34(18) of the Planning Act, this By-law shall come into force and effect on the date of passing by the Council of the Corporation of the Township of Selwyn where no notice of appeal or objection is received pursuant to the provisions of Section 34(21) of *The Planning Act*, R.S.O.1990, as amended.

Read a first, second, and third time and finally passed this 9th day of March, 2021.

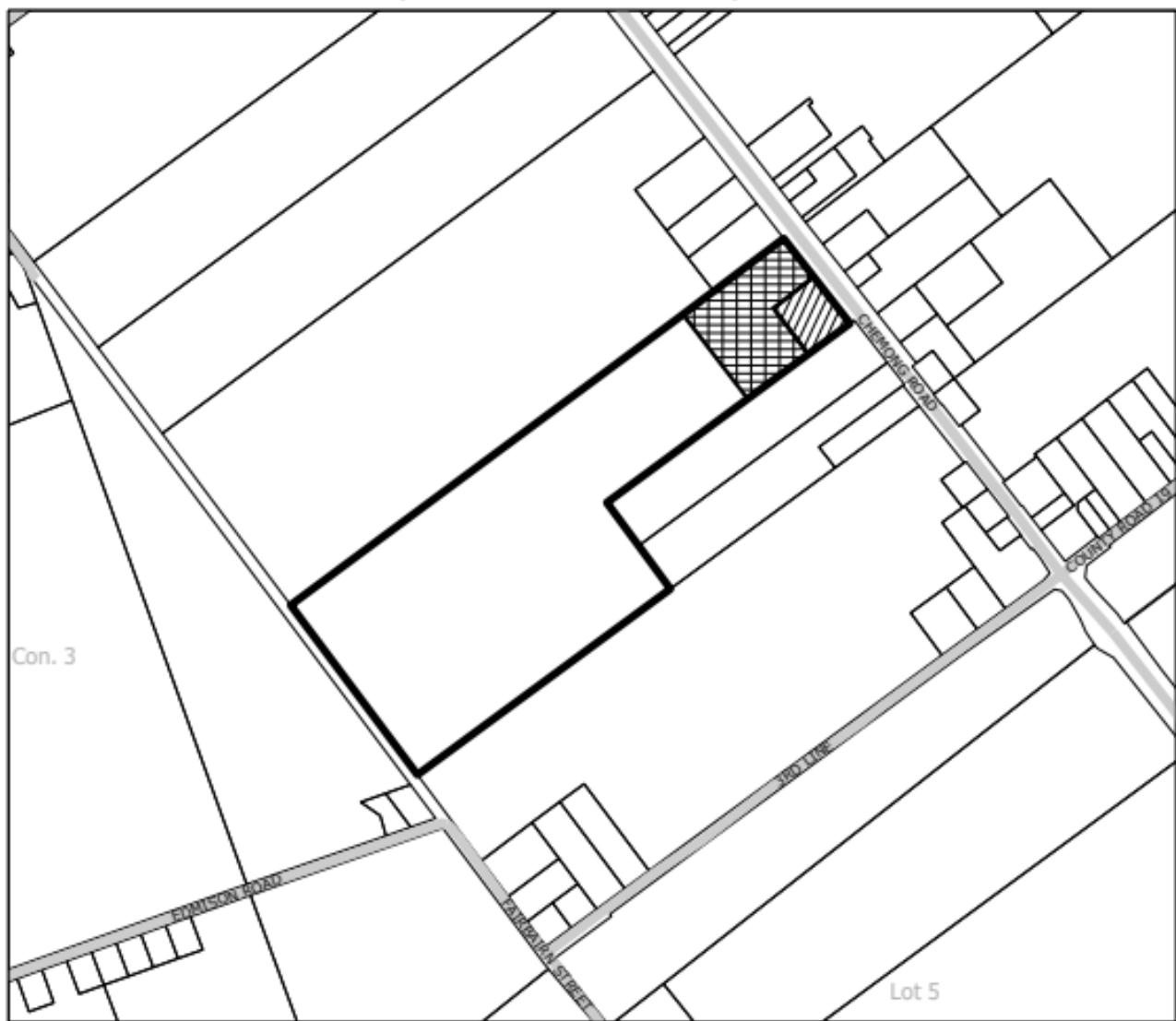
Andy Mitchell, Mayor

Angela Chittick, Clerk

Corporate Seal

The Corporation of the
Township of Selwyn

Schedule 'A' to By-law No. 2021-016



Certificate of Authentication
This is Schedule 'A' to By-law No.
2021-016 passed this 9th day of
March, 2021.

Andy Mitchell, Mayor

Angela Chittick, Clerk

Corporate Seal



Date: March 9, 2021
To: Mayor Andy Mitchell and Council Members
From: Jeannette Thompson, Planner
Subject: Zoning By-law Amendment
(Part of Lot 5, Concession WCR (Smith Ward)
- 1575 Chemong Road)
Status: For Direction

Recommendation

That the report of the Planner regarding the Zoning By-law Amendment related to lands described as Part of Lot 5, Concession WCR in the Smith Ward (1575 Chemong Road) be received for information; and

That By-law 2021-016, being a By-law to complete a textural amendment to the "Highway Commercial Exception 423 (C1-423) Zone, in order to permit additional uses of the subject lands situated in Part of Lot 5, Concession WCR in the Smith Ward be brought forward to the by-law section of the agenda for consideration.

Information

Summary of Application

The Township has received a complete application for a Zoning By-law Amendment (ZBLA), for the lands described as being Part of Lot 5, Concession WCR in the Smith Ward, municipally known as 1575 Chemong Road (Figure 1).

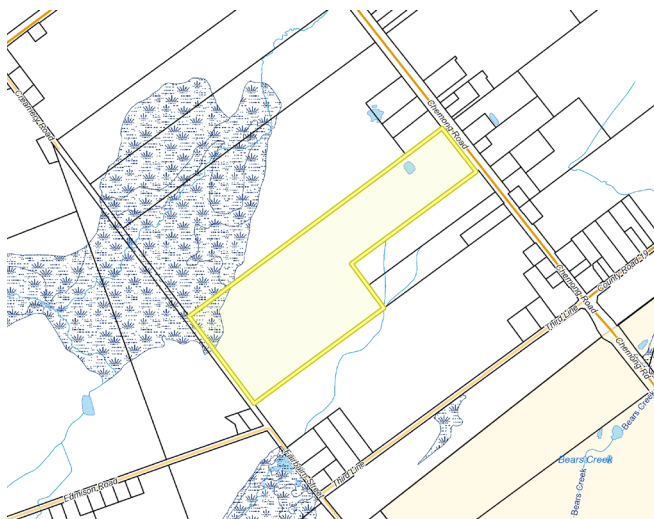


Figure 1: Location Plan

Presently the lands are designated '**Rural**', '**Highway Commercial**' and '**Environmental Constraint**'. The area of the development proposal is entirely within the '**Highway Commercial**' designation.

The property is zoned '**Highway Commercial Exception 423 (C1-423)**', '**Rural (RU)**' and '**Environmental Protection (EP)**'. The area subject to the application is zoned '**C1-423**'. Permitted uses with the C1-423 Zone include: building supply sales and uses and buildings accessory thereto. The proposed uses as noted below are not permitted within the C1-423 Zone; therefore, the purpose of the proposed ZBLA is to amend the provisions of the C1-423 Zone, in order to accommodate two (2) phases of development; as follows:

- Phase 1 will permit the existing principal building (former Rona Building) to be retrofitted and used as an athletic training facility, including indoor turf fields, playing courts and fitness/training areas on the main floor. During this phase the upper floor will remain vacant.
- Phase 2 is intended to accommodate the proposed future development of the site; which includes:
 - the construction of a fieldhouse able to accommodate multiple sports with regulation sized fields;
 - a reception building;
 - the replacement of the southernmost Quonset hut with a newly constructed building to accommodate an indoor turf field and additional training space; and required parking areas.

In support of Phase 1 of the application, the following documents were submitted:

- Planning Justification Report (PJR), prepared by D.M. Wills Associates Limited, dated September 2020;
- Preliminary Concept Plan (PCP, prepared by D.M. Wills Associates Limited, dated 2020-08-11;
- Environmental Constraints Map (ECM), prepared by D.M. Wills Associates Limited, dated June 2020;
- Traffic Study Report (TSR) prepared by D.M. Wills Associates Limited, dated August 2020; and
- Hydrogeological Assessment (Hydro-g) (Phase 1), prepared by D.M. Wills Associates Limited, dated September 2020.

It is proposed that a holding provision will be placed on the lands subject to Phase 2 of the proposal, which would indicate that additional studies (e.g., Archaeological Assessment; Stormwater Management Plan; Traffic Impact Study, and Natural Heritage

Study/Environmental Impact Study) are to be completed to the satisfaction of the relevant agencies prior to the removal of the holding provision.

A review of the application has been completed to determine conformity with the applicable policies of the Provincial Policy Statement (2020), Growth Plan (2019), County Official Plan, and Township Comprehensive Zoning By-law (refer to the Planning Analysis).

It is my professional planning opinion that the proposal is consistent with the Provincial Policy Statement and the Growth Plan and maintains the spirit and intent of the County and Township Official Plans and the Township Zoning By-law, and represents good planning.

Response to Circulation of Notice

Dated October 13, 2020, the prescribed Ministries and Agencies were provided with notice of the “complete” application via email / courier and facsimile, as well as any neighbouring property owners within 120 metres of the subject lands by prepaid first class mail. Further, on February 16, 2021, the Township provided Notice of a Complete Application and a Public Meeting by prepaid first-class mail to any property owner(s) within a 120 metre radius of the subject lands. The prescribed Ministries and Agencies were provided notice via email and facsimile. The subject property was posted with a sign advertising the public meeting. The notice is available on the Township’s website. The notice circulation complies with the requirements of *The Planning Act*. The following correspondence has been received to date:

Agency/Ministry/Peer Review Comments

- Ministry of Transportation (MTO) Eastern Region, dated October 13, 2020.

Comment Summary: No objection to the application, as the subject lands are not within the MTO permit control area.

- Natural Hazards and Natural Heritage Review completed by ORCA, dated November 3, 2020.

Comment Summary: No objection to the applications. ORCA technical staff are of the opinion that the application is consistent with Section 3.1 of the Provincial Policy Statement (PPS), referencing Natural Hazards; and Sections 2.1 and 2.2 of the PPS referencing Natural Heritage and Water. Further, ORCA technical staff are of the opinion that the application is consistent with Sections 4.2.3 and 4.2.4 of the Growth Plan referencing Key Hydrologic Features. Permits from ORCA will not be required for phase one (1) of the proposed development.

- City of Peterborough, Planning Division, dated November 13, 2020.

Comment Summary: Comments from the City indicate that they have reservations with the approach, indicating that they are being requested to provide comments on both the re-zoning of Phase 1 and Phase 2 – however, the studies being reviewed are only related to Phase 1. It has been requested that the ZBLA for Phase 2 be completed as a separate process, or that the City be provided with an opportunity to comment on the Site Plan application. The Township will provide the City with an opportunity to comment on the site plan application.

- Hydrogeology Peer Review Comments by Stantec Consulting Ltd., dated November 20, 2020.

Comment Summary: In general, Stantec has no specific concerns in regard to the conclusions stated in the hydrogeological study; and is in general agreement with the conclusions and recommendations provided by Wills. Otonabee Region Conservation Authority (dated February 4, 2020) – no objections. At the site plan approval stage further review of the stormwater management plan will be required.

- Peer Review completed by County Engineering and Design dated November 30, 2020

Comment Summary: The County has completed a peer review of the preliminary concept plan and the traffic study report; and at this time have not noted any issues or concerns with the proposed development of Phase 1. They have noted that an update to the traffic study and a storm water management report would be required for Phase 2. The County has identified that if the update to the TSR completed in support of Phase 2 identifies the need for a northbound left turn lane; that the northbound left turn lane shall be designed and constructed at the applicant's expense.

Public Comments

- Comments were received from Thomas Luloff dated October 21, 2020, indicating that he had reviewed the file information posted on the website; and requested to be notified of the decision for this application and the subsequent phasing.
- Comments were received from Robert Young dated February 22, 2021, requesting that maintaining the existing fencing between his property and the subject property be maintained. A response was provided to Mr. Young which indicated fencing was typically a matter which is regulated through site plan

control; and that as an as an adjacent property owner, he would be notified of the site plan application.

No further comments from the public have been received to date.

Financial Impact

The recommendation in this report has no financial impact.

Strategic Plan Reference

Goal 3: Support a sustainable, balanced, and investment-ready community.

Official Plan and Zoning By-law updates that support environmental and agricultural stewardship, housing diversity and economic investment.

Environmental Impact

The recommendation in this report has no environmental impact.

Attachment

- Planning Justification Report, prepared by D.M. Wills Associates Limited, dated September 2020;
- Preliminary Concept Plan, prepared by D.M. Wills Associates Limited, dated 2020-08-11;
- Agency/Ministry/Peer Review/Public Comments
- Draft Zoning By-law Amendment prepared by Township Planning Staff

Jeannette Thompson

Prepared By: Jeannette Thompson, Planner

Robert Lamarre

Reviewed By: Robert Lamarre, Manager of Building & Planning

Janice Lavalley

Reviewed By: Janice Lavalley, CAO

Planning Analysis for Zoning By-law Amendment File No. C-09-20

The Application & the Development Proposal

The Township has received a complete application for a Zoning By-law Amendment (ZBLA), for the lands described as being Part of Lot 5, Concession WCR in the Smith Ward, municipally known as 1575 Chemong Road (Figure 1).

Presently the lands are designated **‘Rural’**, **‘Highway Commercial’** and **‘Environmental Constraint’**. The area of the development proposal is entirely within the **‘Highway Commercial’** designation.

The property is zoned **‘Highway Commercial Exception 423 (C1-423)’**, **‘Rural (RU)’** and **‘Environmental Protection (EP)’**. The area subject to the application is zoned **‘C1-423’**. Permitted uses with the C1-423 Zone include: building supply sales and uses and buildings accessory thereto. The proposed uses as noted below are not permitted within the C1-423 Zone; therefore, the purpose of the proposed ZBLA is to amend the provisions of the C1-423 Zone, in order to accommodate the two (2) phases of development.

As noted in the Planning Justification Report (PJR) prepared by D.M. Wills, Phase 1 of the development proposal *“will facilitate use of the existing principle building, while also encompassing use of the adjacent parking area. No site alterations or changes to the developed footprint are proposed for Phase 1. The existing building will instead be retrofitted to include indoor turf fields, playing courts and training areas on the main floor, designed to accommodate a variety of athletic training modules. During Phase 1, the upper floor will remain vacant, and may be used by employees of the facility only. Athletic training will be provided by Hybrid, a Peterborough business providing individual and team performance training. The maximum number of employees expected to be onsite at one time are four (4). Hours of operation will be Monday through Saturday from 7:00 a.m. to 11:00 p.m. Clients of the facility are expected to primarily belong to local sport associations and will be able to book training sessions with Hybrid staff for either private or team-based training. Use of the facilities will be coordinated by scheduled appointments/bookings.*

The PJR further notes that the proposed future development of Phase 2 would entail the *“construction of a fieldhouse able to accommodate multiple sports with regulation sized fields, together with an attached reception building, to be located in the vacant area of the Subject Site, comprising the north-east quadrant along Chemong Road. It is anticipated that, subject to traffic analyses, the fieldhouse will be utilized for training, as*

well as both minor and semi-pro association league games and events. During Phase 2, the existing Quonset huts are also proposed to be removed. A new building will be constructed in the area of the most southerly Quonset hut, which will accommodate a smaller turf field and additional training space. The additional space gained by removing the Quonset huts will be used for parking, together with the existing asphalted areas previously used for storage. Similar to the facilities available in Phase 1, individuals or teams will be able to rent/book space for training purposes”.

In support of Phase 1 of the application, the following documents were submitted:

- Planning Justification Report, prepared by D.M. Wills Associates Limited, dated September 2020;
- Preliminary Concept Plan, prepared by D.M. Wills Associates Limited, dated 2020-08-11;
- Environmental Constraints Map, prepared by D.M. Wills Associates Limited, dated June 2020;
- Traffic Study Report prepared by D.M. Wills Associates Limited, dated August 2020; and
- Hydrogeological Assessment (Phase 1), prepared by D.M. Wills Associates Limited, dated September 2020.

It is proposed that a holding provision will be placed on the lands subject to Phase 2 of the proposal, which would indicate that additional studies (e.g., Archaeological Assessment; Traffic Impact Study, Stormwater Management Plan; and Natural Heritage Study/Environmental Impact Study) are to be completed to the satisfaction of the relevant agencies prior to the removal of the holding provision.

Property Description and Surrounding Land Uses

The subject lands are approximately 30 hectares (74 acres) in area with 187.75 metres (616 feet) of frontage along Chemong Road. The subject property (formerly the Rona site) is presently developed with six (6) structures, as follows:

- A 1,211.5 square metre (13,040.5 square foot) principle building (former RONA building supply store), currently vacant;
- Four (4) 463.1 square metre (4,983.7 square foot) Quonset storage huts, currently vacant; and
- A 36.6 square metre (394 square foot) accessory shed, currently unused.

The property provides for an existing commercial entrance from Chemong Road, together with existing onsite servicing in the form of an individual well and septic.

The parking area / driving area covered by an existing asphalt or recycled

asphalt surface. Presently there are 44 demarcated parking spaces in the area of the principle building. The balance of the asphalt was previously used for outdoor storage of building supplies.

A stormwater management pond occupies the north-west portion of the subject lands, and has been designed to also serve for fire fighting purposes.

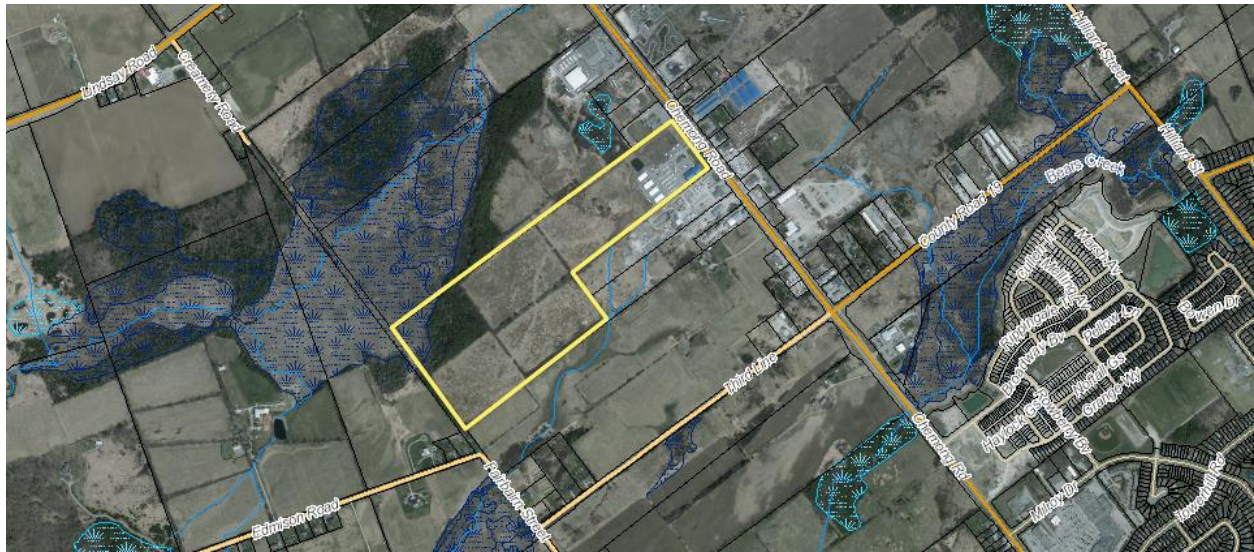


Figure 2: Surrounding Land Uses

Analysis

The Provincial Policy Statement

The Provincial Policy Statement (PPS) 2014, as issued under the authority of Section 3 of The Planning Act, came into effect on April 30, 2014. Further, Section 3 of The Planning Act requires that planning authorities “shall be consistent with” the PPS. The intent of the PPS is to provide direction on matters related to land use planning and development. Within the context of the proposal, certain provisions of the PPS are considered to have relevance.

The PJR assessed the applications within the context of the 2020 Provincial Policy Statement (PPS), in particular Sections 1.1.4, 1.1.5, 1.6 and 2.1 of the PPS.

As noted in the PJR, the subject site is within a well-developed area, however it is outside of an identified settlement area – therefore it is considered Rural Areas in Municipalities. Rural areas are considered to be important to the economic success of the Province and quality of life. Rural areas are a system of lands which include rural settlement areas; rural lands; prime agricultural areas; natural heritage features and

areas; and other resources areas. Within this context the subject lands area considered to be Rural Lands. The PPS indicates that when directing development on rural lands, planning authorities need to consider the relevant policies of Sections 1, 2 and 3 of the PPS (2020).

Section 1.1 of the PPS indicates that planning authorities are to promote efficient development and land use patterns which will sustain the financial well-being of the Province (Section 1.1.1 a)). Further, authorities are to avoid development and land use patterns which may cause environmental and safety concerns (Section 1.1.1 c)), as well as those that would prevent the efficient expansion of settlement areas in those areas which are close to or adjacent to settlement areas (Section 1.1.1 d)). Through the peer review process, it has been noted that Phase 1 of the proposed development is consistent with the policies of Section 2.1, 2.2 and 3.1 of the PPS 2020, indicating that the development will not cause an environmental safety concern. Further, although the development is adjacent to a settlement area, the area in question is already highly developed and would not compromise a future settlement area expansion.

The PPS indicates that development on rural lands should be compatible with the rural landscape and be sustained by rural service levels (Section 1.1.4). Through the peer review process, it was noted that the existing road infrastructure would support the proposed development of Phase 1. Further, the hydrogeology work completed concluded that the existing well should be sufficient to service the water needs of Phase 1. The existing septic system would be required to be upgraded; however, no issues/concerns were noted.

The PPS indicates that recreational, tourism and other economic opportunities should be promoted (Section 1.1.3) and opportunities to support a diversified rural economy should be promoted, while protecting agricultural and resource-related areas (Section 1.1.5.7). As noted previously, the development proposal is in a historically developed area that has a range and mix of commercial and light industrial uses. The proposed development is well suited for this area and will not impact surrounding agricultural lands and uses.

The subject lands are located beyond 120 metres of a Provincially Significant Wetland (i.e. Jackson Creek PSW) and is located outside of a key hydrological feature (i.e. unevaluated wetlands) and its associated vegetated protective buffer, therefore the proposal is consistent with Sections 2.1 (Natural Heritage) and 2.2 (Water) of the PPS, 2020. Further the proposed development is found to be outside of any known flooding or erosion hazard, and therefore is consistent with Section 3.1 (Natural Hazards) of the PPS, 2020.

Overall, staff is of the opinion that the proposed development is consistent with the relevant policies of the PPS 2020.

A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019

The Places to Grow Act, 2005 (Bill 136), which received Royal Assent on June 13, 2005; promotes the use of growth plans to ensure that growth occurs throughout the Province in a positive manner. The Growth Plan for the Greater Golden Horseshoe (2019) came into effect on May 16, 2019.

The legislation is centered on the idea of building sustainable communities while making use of existing infrastructure. It also sets out to ensure that long term visions and goals guide decision-making, in order to maintain healthy and sustainable future growth opportunities.

The PJR assessed the applications within the context of the Growth Plan for the Greater Golden Horseshoe 2019 (Growth Plan), in particular Sections 2.2.9.3 and 4.

Section 2.2.9.3 of the Growth Plan states:

Subject to the policies in Section 4, development outside of settlement areas may be permitted on rural lands for:

- c) other rural land uses that are not appropriate in settlement areas provided they:
 - i. are compatible with the rural landscape and surrounding local land uses;
 - ii. will be sustained by rural service levels; and
 - iii. will not adversely affect the protection of agricultural uses and other resource-based uses such as mineral aggregate operations.

As indicated above, the development proposal is in a historically developed area that has a range and mix of commercial and light industrial uses. The proposed development is well suited for this area, can be sustained on rural service levels; and will not impact surrounding agricultural lands and uses.

Section 4 contains policies designed to protect natural features and assets. Through the peer review process, it was noted that the development proposal conforms to sections 4.2.3 and 4.2.4 of the Growth Plan.

Overall, staff is of the opinion that the proposed development is consistent with the relevant policies of the Growth Plan 2019.

County of Peterborough Official Plan

In the County Official Plan, the subject property is identified as “**Rural and the Cultural Landscape**”. The goal of this designation is “*to preserve and enhance the rural*

character of the County as a cultural resource and ensure the viability of the agricultural industry". The proposal does not detract from this goal.

Township of Selwyn Official Plan

Official Plan Amendment No. 3 received Ministerial consent on October 22, 2008. The amendment functions as the lower tier Official Plan for the Township. Section 6.0 (Local Plan Policies) provides detailed strategies, policies and land use designations for planning and development at the local municipal level.

Schedule A1 (Land Use Plan – Rural Component) of the Official Plan, designates the lands subject to the development proposal **Highway Commercial** and **Rural** (refer to Figure 3). The actual lands subject to the development proposal are designated **Highway Commercial**.

The PJR assessed the applications within the context of the policies of the Highway Commercial designation (Section 6.2.10) and Criteria for Assessing Commercial, Industrial and Institutional Development (Section 7.14).

The Highway Commercial designation is “primarily intended for commercial uses that cater to and need to be highly visible to the traveling public and therefore require locations along major roads and highways”. The predominant use of land within the Highway Commercial designation includes “clubs”. The PJR identifies that the “*subject site will operate similarly to a private or commercial club, which are identified as permitted uses*”. It was noted that the development would be focused on providing athletic training, in particular to local sports associations, on a year-round basis.



Figure 3: Excerpt from County of Peterborough Official Plan, 2008

Section 7.14 outlines a list of criteria that should be considered when considering a commercial, industrial and institutional development. D.M. Wills provided a review of the criteria as noted below:

(1) The proposal shall conform to the requirements for the appropriate zone in the implementing Zoning By-law.

The PJR states *“by virtue of the proposed ZBA, the proposal will conform to the requirements for the appropriate zone, being the amended site-specific C1-423 Zone. As described in this report, the permitted uses in the C1-423 Zone will be amended to include a commercial club, private club, indoor athletic fields, indoor playing courts and an indoor athletic training facility”.*

(2) These uses shall have direct access to an arterial road, collector or Provincial highway. And should be sited to permit easy and safe access by motor vehicles.

The subject lands front on and have direct access to Chemong Road.

(3) The proposal shall be in keeping with the existing size and type of development in the surrounding area. Proposals which will conflict with surrounding uses shall not be permitted unless the applicant can demonstrate to the satisfaction of the Township that the concerns can be overcome.

The D.M. Wills PJR states, *“as the lands are located somewhat centrally within the existing Highway Commercial area, no disruption to the rural/urban transition or rural lifestyle will result from the proposed development, consistent with the objectives of the Official Plan. Approval of the ZBA will also serve to create additional and growing opportunities for a successful local business, Hybrid; who will successfully expand their existing operations through this amendment”.*

(4) Proposals which will create a substantial increase in traffic along local roads travelling through existing or potential residential areas shall not be permitted.

The increase in traffic in Phase 1 will have a minor impact on the local road network. The Traffic Impact Study will be updated prior to the development of Phase 2.

(5) Not applicable

(6) Adequate off-street parking shall be provided and access points shall be limited in number and design in a manner which will minimize the danger to vehicular traffic.

Adequate off-street parking will be provided on the site and meet the requirements under Section 3.29 of the Township Zoning By-law.

The PJR indicates that, *“site access is already available via an existing commercial entrance. No additional or new entrances are required to accommodate Phase 1; nor are any additional entrances proposed in order to proceed with Phase 2 of the project. Further, as outlined in the TSR, the entrance is anticipated to continue to operate at an acceptable level of service as a result of the Phase 1 development, without any required modifications or enhancements. An update to the TSR will be provided in support of the Phase 2 development”*.

(7) Advertising and signs shall be strictly limited.

As per comments from the County’s Infrastructure Services Department, a sign permit is required for the erection of any new signage.

(8) Not applicable.

(9) Commercial and service industrial uses shall be encouraged to locate in nodes, adjacent to existing concentrations of commercial development. Consideration will be given to commercial and industrial uses outside of designated areas only if there is a demonstrated need and no appropriate vacant land exists within the designated area.

The subject property is located in an existing industrial and commercial area and is appropriately designated. The subject lands are located in close proximity to the commercial node located on Chemong Road.

(10) Not applicable.

(11) Not applicable.

(12) Access points to commercial and industrial uses shall be restricted in number and located to avoid any undue conflict with the normal and safe functioning of any adjacent road.

There will be one access point to the subject property.

Overall, it is staff’s opinion that the proposed amendment can be considered to maintain the spirit and intent of the County/Township Official Plan.

Township of Selwyn Comprehensive Zoning By-law No. 2009-021

According to Schedule 'A', the subject lands are zoned **"Highway Commercial Exception 423 (C1-423)"** (refer to Figure 4).

The purpose of the proposed ZBLA is to amend the provisions of the C1-423 Zone, in order to accommodate two (2) phases of development; as follows:

- Phase 1 will permit the existing principal building (former Rona Building) to be retrofitted and used as an athletic training facility, including indoor turf fields, playing courts and fitness/training areas on the main floor. During this phase the upper floor will remain vacant.
- Phase 2 is intended to accommodate the proposed future development of the site; which includes:
 - the construction of a fieldhouse able to accommodate multiple sports with regulation sized fields;
 - a reception building;
 - the replacement of the southernmost Quonset hut with a newly constructed building to accommodate an indoor turf field and additional training space; and required parking areas.

The zoning by-law amendment will include site specific zone regulations including:

- a minimum front yard setback of 31 m;
- Minimum of one (1) loading space; and
- A maximum height of 19.8 metres.

Further, the holding provision associated with Phase 2 of the development will only be removed once the following actions have occurred to the satisfaction of the Township, and/or County or Peterborough and/or the Otonabee Region Conservation Authority:

- Updated Planning Justification Report;
- Updated Hydrogeological Assessment and Servicing Options Report;
- Updated Traffic Impact Study;
- Archaeological Assessment;
- Environmental Impact Study;
- Storm Water Management Report;
- Amended Site Plan
- Amendment to the existing Site Plan Agreement registered on title

The draft by-law has been attached for Council's review.

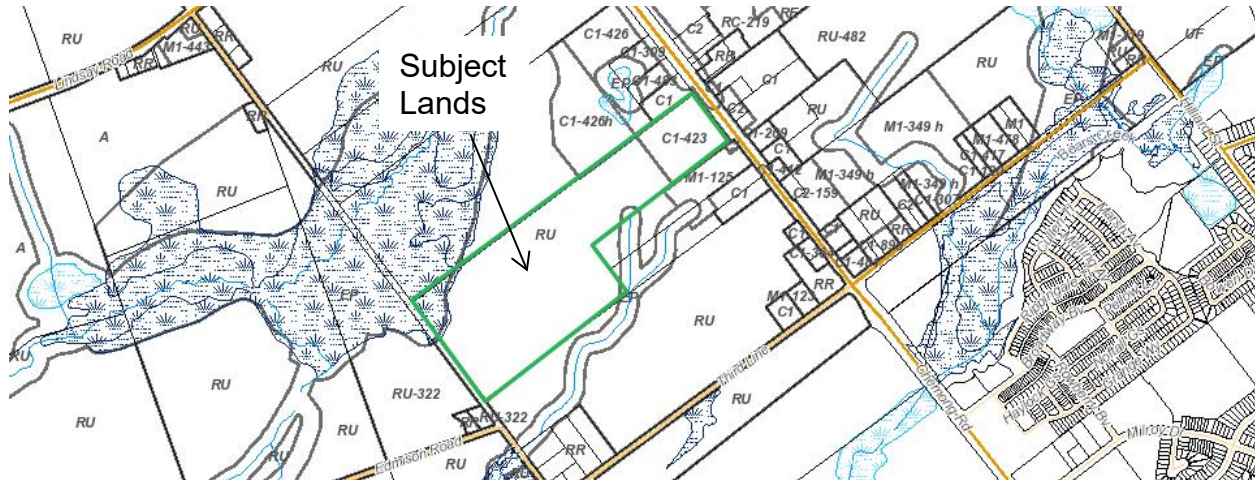


Figure 4: Excerpt from Zoning By-law 2009-021

Conclusion

The proposed Zoning By-Law Amendment related to the subject lands will make a textural amendment to the **“Highway Commercial Exception 423 (C1-423)” Zone**. This would permit additional uses, together with outlining site-specific zone regulations. Further, a holding provision will be applied to a certain portion of the subject lands, which would ensure that a number of studies were completed; and a site plan agreement was entered into prior to the development of Phase 2.

In conclusion, it is my professional planning opinion that the proposal is consistent with the Provincial Policy Statement and the Growth Plan and maintains the spirit and intent of the County and Township Official Plans; and represents good planning.

Jeannette Thompson

Jeannette Thompson, BSc, MCIP, RPP
Planner

Amendment No. 61
to the
Official Plan of the
County of Peterborough

DRAFT

John and Karen Curtis
Part Lot 18, Concession 4
Smith Ward

Official Plan Amendment No. 61

Part “A” - The Preamble does not constitute part of this Amendment.

Part “B” - The Amendment consisting of the following text and schedules constitutes Amendment No. 61 to the Official Plan for the County of Peterborough.

Also attached is **Part “C” - The Appendices** which does not form part of this amendment. The appendices contain copies of correspondence that have been received relating to the amendment and also a copy of the Minutes of the public meeting associated with the amendment.

Part A - The Preamble

Purpose

The purpose of the Official Plan Amendment is to provide relief from Section 6.2.1 PRIME AGRICULTURE, specifically as it relates to permitted uses. The amendment applies to certain lands within the "Prime Agricultural" designation, on lands located in Part Lot 18, Concession 4 of the Smith Ward.

Basis

The County of Peterborough has received an application from John and Karen Curtis to amend the Official Plan for the County of Peterborough. John and Karen Curtis own a 0.4 hectare (0.99 acre) parcel of land in Part Lot 18, Concession 4 in the Smith Ward, in the Township of Selwyn.

Two (2) buildings currently occupy the Subject Property, the primary building being the former Fairview United Church constructed in 1872 with an attached addition, formerly used as the rectory office and a secondary building that historically served as an education centre. The balance of the property contains a gravel driveway and parking lots, manicured lawns and landscaping.

The proposed redevelopment of the property includes the following:

- convert the former Fairview United Church to a rental music hall;
- convert the former rectory office into an administrative office for the Owners existing landscaping business;
- convert the education centre to an accessory residential unit for the Owners with the addition of a small rear yard deck; and,
- establish recreational gardens and a small orchard on the balance of the property.

With respect to the Owners landscaping business, there will be no storage of materials or equipment onsite with the exception of the Owners one (1) small trailer and one (1) pickup truck that will be parked onsite at night and on the weekends. The existing landscaping business operates using a "drop site" method, therefore no employees, save and except the Owners, will be operating out of the Subject Property. With respect to the proposed gardens/ orchard, it is the intention that they will be for personal use.

The proposed rental music hall will not be licensed and events will be scheduled two (2) to three (3) times a month on Fridays from 7:00 p.m. to 9:00 p.m. and will comply with the Township's Noise By-law #2003-97. The rental music hall will

accommodate a maximum of 50 people. It is the intention of the Owners to rent the music hall to local musicians as an economically feasible option to grow the local music community.

The operation of the proposed development on the Subject Property will cease annually from late October to late March as the Owners seasonally reside abroad.

An OPA is required as the proposed uses are not currently permitted in the “Prime Agricultural” designation.

Existing and Surrounding Uses

Two (2) buildings currently occupy the Subject Property, the primary building being the former Fairview United Church constructed in 1872 with an attached addition, formerly used as the rectory office and a secondary building that historically served as an education centre. The balance of the property contains a gravel driveway and parking lots, manicured lawns and landscaping. The Subject Property has direct frontage on Centre Line (County Road 24) and is located south of the intersection of the Fifth Line and Centre Line in the Smith Ward in the Township of Selwyn. The immediate surrounding land uses are agricultural and rural residential with an unevaluated wetland located northwest of the Subject Property. The surrounding agricultural land is primarily used for annual crop production. The agricultural property to the south was historically an active dairy farm, however this operation has since ceased, with the demolition of the barn and silos with only the residence and a storage structure remaining.

Provincial Policy Statement (PPS)

Section 1.1.4 of the PPS speaks to the importance of rural areas to the economic success of the Province and our quality of life.

1.1.4.1 Healthy, integrated and viable rural areas should be supported by:

- a) building upon rural character, and leveraging rural amenities and assets;*
- b) promoting regeneration.*
- d) encouraging the conservation and redevelopment of existing rural housing stock on rural lands;*
- e) using rural infrastructure and public service facilities efficiently;*
- f) promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management of use of resources.*
- i) providing opportunities for economic activities in prime agricultural areas, in accordance with policy 2.3.*

1.3 Employment

1.3.1 Planning authorities shall promote economic development and competitiveness by:

- a) providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs;*
- b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;*
- c) encouraging compact, mixed-use development that incorporates compatible employment uses to support liveable and resilient communities, with consideration of housing policy 1.4; and*
- e) ensuring the necessary infrastructure is provided to support current and projected needs.*

Section 1.7 of the PPS outlines policies regarding long-term economic prosperity

- a) promoting opportunities for economic development and community investment-readiness;*
- b) encouraging residential uses to respond to dynamic market-based needs and provide necessary housing supply and range of housing options for a diverse workforce;*
- e) encouraging a sense of place, by promoting well-designed built form and cultural planning, and by conserving features that help define character, including built heritage resources and cultural heritage landscapes;*
- i) sustaining and enhancing the viability of the agricultural system through protecting agricultural resources, minimizing land use conflicts, providing opportunities to support local food, and maintaining and improving the agri-food network.*

Section 2.3 of the PPS outlines policies regarding agricultural land uses in the province.

2.3.6 Non-Agricultural Uses in Prime Agricultural Areas

2.3.6.1 Planning authorities may only permit non-agricultural uses in prime agricultural areas for:

b) limited non-residential uses, provided that all of the following are demonstrated:

- 1. the land does not comprise a speciality crop area;*

2. *the proposed use complies with minimum distance separation (MDS) formulae;*
3. *there is an identified need within the planning horizon provided for in policy 1.1.2 for additional land to accommodate the proposed use; and,*
4. *alternative locations have been evaluated, and,*
 - i. *there are no reasonable alternative locations which avoid prime agricultural areas; and,*
 - ii. *there are no reasonable alternative locations in prime agricultural areas with lower priority agricultural lands.*

The proposed amendment supports the provision of maintaining and protecting agriculture and providing a diverse rural economic base (PPS 1.1.4.1) as no removal of agricultural land is being proposed. It is important to note that the impact of non- agricultural uses in this prime agricultural area was established 148 years ago when the church was constructed. The Owners have tailored their proposed use to the existing infrastructure onsite and their intent is to preserve the cultural and historical significance of the Fairview United Church as no changes to the façade of either building onsite is proposed.

The proposed development complies with Policy 1.3.1 d) of the PPS, *as the nature of the development encourages “compact, mixed-use development that incorporates compatible employment uses to support liveable and resilient communities.”* The rental music hall and the location of the administrative office for the existing landscape business will serve the surrounding community, while the accessory residential unit will allow the owners to better steward the property, as well as foster compact, multi-use development.

The proposed development additionally complies with Policy 1.7.1 e) of the PPS, as it encourages *“a sense of place, by promoting well-designed built form and cultural planning, and by conserving features that help define character, including built heritage resources and cultural heritage landscapes.”* The Fairview United Church has been a cultural landmark of the area for 148 years. The proposed development serves to preserve and enhance this landmark to better serve the community for the future.

Growth Plan for the Greater Golden Horseshoe, 2019

Section 4.2.6 Agricultural System

3. *Where agricultural uses and non-agricultural uses interface outside of settlement areas, land use compatibility will be achieved by avoiding or where avoidance is not possible, minimizing and mitigating adverse impacts on the Agricultural System. Where mitigation is required, measures should be*

incorporated as part of the non- agricultural uses as appropriate, within the area being developed.

Section 4.2.7 Cultural Heritage Resources

1. Cultural heritage resources will be conserved in order to foster a sense of place and benefit communities...

Policy 2.2.9.1 of the Growth Plan for the Greater Golden Horseshoe states that *“Municipalities are encouraged to plan for a variety of cultural and economic opportunities within rural settlements to serve the needs of rural residents and area businesses.”* Although not located within a rural settlement area, the Subject Property historically served the rural residents in its vicinity. As the demographics of rural communities continue to shift, so does the needs of those communities. In an article published in the November 2018 Ontario Professional Planners Institute (OPPI) Journal, it stated that *“There are an estimated 27,000 religious buildings in Canada. By the time we arrive at 2025, it is expected that 9,000 places of worship will close across Canada.”* The article further states that *“An interest in organized religion has been on the decline for a number of years, with 25% of citizens now identifying themselves as religiously unaffiliated.”* As these religious buildings become vacant, repurposing them to better serve the changing needs of communities is vital. The proposed development is an example of repurposing and serving such a need. The proposed rental music hall will continue to meet community needs and foster neighbourly connections as the church’s religious services have historically.

The proposed amendment additionally represents efficient development and land use patterns as the Subject Property has an existing entrance and exit off of a municipally serviced road and can be supported by the existing well located on the Subject Property as concluded in the Servicing Options Report. The proposed amendments are additionally compatible with the rural landscape as concluded in the Traffic Brief.

With respect to Section 4.2.6, the Subject Property and the proposed development fulfil all four requirements as outlined in PPS Policy 2.3.6, Non- Agricultural Uses in Prime Agricultural Areas to allow for limited non residential uses in prime agricultural areas as it:

- 1) Is not located in a speciality crop area;
- 2) Complies with minimum distance separation formulae;
- 3) There is a proposed need within the planning horizon for additional lands to accommodate the proposed use; and
- 4) Alternative locations have been evaluated and there are no reasonable alternative locations for the proposed development.

With respect to Section 4.2.7, as previously mentioned, the proposed development additionally complies with Policy 1.7.1 e) of the PPS, as it encourages “a sense of place, by promoting well-designed built form and cultural planning, and by conserving features that help define character, including built heritage resources and cultural heritage landscapes.” The Fairview United Church has been a cultural landmark of the area for 148 years. The proposed development serves to preserve and enhance this landmark to better serve the community for the future.

County of Peterborough Official Plan

4.3 Rural and Cultural Landscape

The rural and cultural landscape represents all land areas outside of an identified settlement area, that are not:

- *shoreland areas as described in Section 4.4;*
- *significant natural heritage features or other natural resources listed in Section 4.1;*
- *utilized for transportation purposes, physical services and utilities; and,*
- *used for recreation and open space purposes.*

4.3.2 - Objectives

- *to permit an amount and type of development in the rural area consistent with maintaining its rural and cultural landscape;*
- *to reinforce the historical relationship between settlement areas and the surrounding farm community to which the settlement areas provide basic services;*
- *to preserve prime agricultural soils and protect farms, where possible, from activities and land uses which would limit productivity or efficiency; and,*
- *to encourage compatible economic diversification including greater flexibility for on-farm activities, home-based businesses and agri-tourism.*

4.3.3.2 – Agriculture

A local plan may exclude a prime agricultural area from designation, or may be amended to remove a prime agricultural area from being so designated, only in the following circumstances:

Limited non-residential uses, provided that:

- *there is a demonstrated need within the planning horizon for additional lands to be designated to accommodate the proposed use;*

- *there are no reasonable alternative locations which avoid prime agricultural areas; and,*
- *there are no reasonable alternative locations on lower priority agricultural lands in prime agricultural areas;*

In such circumstances, the local plan or amendment will ensure that impacts from the new non-agricultural uses on surrounding farm operations and lands will be mitigated

4.6 Economic Development

4.6.1 – Goal

- *to fully develop Peterborough County's economic potential by ensuring the continuing expansion of economic opportunities and diversification of the economic base.*

4.6.3.4- Agricultural Sector

- *The County's rural areas are a valued cultural resource. Agriculture is and will continue to be a significant economic sector in the County. The County will:*
 - *protect prime agricultural areas from incompatible activities; and,*
 - *In recognition of the rural nature of local municipalities in the County and their need for economic growth, and in recognition of the farming community and its need for diversified on-farm and additional off-farm employment opportunities:*
 - *the non-agricultural and non-tourism oriented industrial and commercial uses permitted outside identified settlement areas will be limited to uses which consider and support the cultural and rural character of the area.*

5.1 Housing

5.1.2 – Objectives

- *to encourage the provision of affordable housing and a variety of housing types on a County-wide basis*
- *to maximize the efficient use of land, buildings and services, consistent with good planning principles.*

5.2 Heritage

5.2.2 – Objectives

- *to prevent the demolition, destruction, inappropriate alteration or use of heritage resources*

5.5 Land Use Compatibility

5.5.2 – Objectives

- *to protect existing industrial, utility, and farming facilities from encroachment by sensitive land uses.*

The proposed amendment is consistent with the aforementioned County Official Plan Policies as it proposes to maintain the Subject Property's rural character and the cultural landscape of the community; it will preserve prime agricultural land as no land is being taken out of agricultural production; it encourages compatible economic diversification while also utilizing existing infrastructure; and it complies with MDS setbacks and thereby minimizes any land use compatibility issues that may arise.

County of Peterborough Official Plan – Local Component

As previously noted, the lands which are subject to this amendment are currently designated "Prime Agriculture" in the local component of the County Official Plan. Although the existing uses, which have been in place for 148 years are not permitted uses in the "Prime Agriculture" designation, the change in land use to permit the aforementioned proposed development(s) are also not permitted in the "Prime Agriculture" designation and therefore an Official Plan Amendment is required.

Section 7.9 outlines a list of criteria that should be considered when considering an amendment to the local component of the County Official Plan. These are as follows:

(1) The need for the proposed use.

With respect to an identified need, the Owner's have been involved in the Peterborough area music community for some time and the availability of affordable rental music halls for young musicians has been identified as a need within this community. The Owners were diligent in researching appropriate properties for the proposed uses, and provided that the Fariview United Church has the existing acoustic infrastructure and served a similar purpose (the congregation of people for song and prayer), the Owners felt that the proposed development of a rental music hall was appropriate. Policy 1.1.4.1 (f) of the PPS states:

“Healthy, integrated and viable rural areas should be supported by promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources.”

The proposed development conforms to the above policy as it is proposing several uses that will contribute to the economic health of the surrounding community.

The proposed development serves to preserve and enhance the Subject Property. The Fairview United Church served much of the local agricultural community for over 140 years. The proposed use as a rental music hall will continue to serve the surrounding community's cultural and social needs by providing a place for young local musicians to practice their craft while the local community can enjoy local musical performances.

Additionally, with respect to the Owner's existing landscaping business, the Subject Property is central to existing clientele. In relocating to the Subject Property, the existing landscaping business can continue to serve existing clientele in an efficient manner and serve the local community's landscaping needs.

The Owner's have taken special care to tailor the proposed development to the property to ensure that it best conforms to the surrounding community character. The establishment of gardens serves to better integrate the Subject Property with the surrounding agricultural lands than what is currently existing.

Furthermore, it is important to note that no additional land is being proposed to accommodate the proposed uses, as the land has been developed for institutional uses for 148 years. Therefore, the proposed amendments support the provision of maintaining and protecting agriculture and providing a diverse rural economic base.

(2) The extent to which the existing designated areas in the proposed categories are developed, and the nature and adequacy of such existing development.

The proposed development will utilize the existing infrastructure to permit the proposed uses. No new buildings are proposed. The proposed development looks to preserve and enhance the Subject Property.

(3) The physical suitability of the land for such proposed use, taking into consideration potential for hazard, environmental areas etc.

The Subject Property is not located in an area that contains any environmental features or hazardous lands. The Subject Property has been historically developed and no new development is proposed with the exception of personal gardens and an orchard.

(4) The location of the area under consideration with respect to the existing roads system, vehicular and pedestrian traffic, water supply and sewage disposal, and the protection of the natural environment.

A traffic impact brief was submitted with the application where it demonstrated that the proposed change in use will not negatively impact Centre Line. Additionally a servicing options brief was submitted that demonstrated that the proposed development can be supported by the existing well and an upgraded septic system. No environmental features are located on the Subject Property.

(5) The compatibility of the proposed use with the uses in adjoining areas.

The Subject Property is surrounded by agricultural and rural residential uses. Given the agricultural nature of the area, the existing residential dwellings developed along Centre Line and Fifth Line are considered incompatible and sensitive land uses within the agricultural context of the area. It is acknowledged that the residential development has existed for many years and predates the current provincial policy. However, the issue remains that the existing residential development is located in a predominately agricultural area and will impact the use of the surrounding properties due to Minimum Distance Separation (MDS). However the proposed accessory residential unit will not further hinder on agricultural uses in the area as it complies with MDS setbacks.

The Subject Property has been developed for 148 years and has served as a gathering place for the community. However the needs of rural communities continues to evolve and change. With respect to serving the local community, the Fairview United Church had been underutilized for some time and it is argued that the proposed use of a rental music hall and a small administrative office for the Owners' existing landscape business would better serve the surrounding community while producing the same, if not less noise generation and demand on traffic, services and parking.

The proposed use of an accessory residential unit arguably is more compatible with the existing agricultural area than the listed permitted use of a private hospital, as it would draw less traffic, have less human occupancy in proximity to normal farm practices, and would not require additional investments in infrastructure and rural services that are currently not available to the Subject Property.

(6) The effect of the proposed use on the surrounding area regarding possible depreciation of adjacent properties.

The proposed development looks to provide for recreational opportunities for the surrounding landscape (rental music hall). Additionally, the seasonal produce stand looks to service the local community as well. Provided these potential benefits to the community, the proposed development will not have a negative impact on the value of adjacent properties, especially considering the alternative of leaving a historic building to become derelict.

(7) The potential effect of the proposed use on the financial position of the Township.

The proposed development will have a positive impact on the financial position of the Township as the use of the property will be commercial and residential, as opposed to remaining vacant.

(8) Consideration of the soil capability for agriculture and the potential impacts on surrounding agricultural uses and operations.

Section 3.2.3 – Alternative Locations within Publication 851, Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas, notes the following:

Depending on local circumstances, sites with a previous non-agricultural use may be considered lower-priority agricultural areas for the purpose of identifying alternative locations. Adaptive reuse of sites with commercial or industrial zoning could be suitable and would avoid greenfield development. Significantly-disturbed sites that cannot be returned to an agricultural use could be considered lower-priority areas."

Section 3.1.2 of Publication 851 additionally provides several factors to consider when identifying lower-priority agricultural lands for potential alternative settlement areas locations, including (in part) the following:

- Current use of land;
- Degree of fragmentation of the agricultural land base by non-agricultural uses;
- Farm parcel size relative to the type of agriculture in the area (e.g., cash crops and livestock farms generally require large parcels while speciality crops may not); and
- Presence, use and capital investment in farm buildings and infrastructure.

With respect to the Subject Property and the factors listed above, the viability of the Subject Property to be used for agricultural purposes is limited. The existing parcel size and the capital investment required to prepare the lands (removal of existing buildings/ infrastructure and fence rows) would not be sensible given that the common form of agricultural activity in the area is beef farming and cash crops. The Owners proposed development of establishing gardens and an orchard on the property is a more sensible form of agriculture, tailored to the Subject Property.

(9) *Where the proposal involves taking prime agricultural land out of production, the planning justification requirements of the Provincial Policy Statement shall be addressed.*

Specific policies for land use in prime agricultural areas are provided in Section 2.3 of the PPS. These policies generally speak to the establishment of new land uses in the prime agricultural area; and restrict such uses to those which are agricultural, agriculture-related or on-farm diversified (2.3.3.1). However the PPS does not specifically contemplate existing land uses and lots which are not of an agricultural nature.

Notwithstanding that, the existing use of the lot is institutional and the property would not be suitable for agricultural purposes given the reduced lot size and existing development. Further, the PPS does provide policies for limited proposed non- agricultural uses.

Under Section 2.3.6.1 of the Provincial Policy Statement, planning authorities may only permit non-agricultural uses in prime agricultural areas for limited non-residential uses subject to four (4) criteria:

1) the land does not comprise a speciality crop area;

Upon site inspection and reviewing the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) Agricultural Land Base Map, it was determined that the Subject Property does not comprise a speciality crop area.

2) the proposed use complies within minimum distance separation formulae;

As stipulated in *Publication 853, The Minimum Distance Separation (MDS) Document*, MDS I calculations were completed for the proposed Type B land use. Therefore six (6) existing farms within 1500 metres of the Subject Property were investigated. As a result of the investigation, it was found that there are currently five (5) active beef farms within this area and one (1) unoccupied livestock barn. MDS calculations were completed for these identified properties and it was determined that the Subject Property complies with the various stipulated MDS 1 setbacks.

3) there is an identified need within the planning horizon provided for in policy 1.1.2 for additional land to accommodate the proposed use; and

Please refer to the previously discussed “**(1) The need for the proposed use.**”

4) *alternative locations have been evaluated, and*

- i. *there are no reasonable alternative locations which avoid prime agricultural areas; and*
- ii. *there are no reasonable alternative locations in prime agricultural areas with lower priority agricultural lands.*

The owners investigated six (6) properties, as outlined in the Planning Justification Report. In addition to the above properties, the Owners investigated a number of residential properties in the Peterborough area, however they were unsuccessful in finding a property that could accommodate all of the proposed uses on one property. To reiterate, the Subject Property is situated in the most optimal location to serve the Owners current landscaping clients, and has the existing infrastructure and space onsite to accommodate the proposed development. Therefore, several alternative locations were investigated however, it was found that there are no reasonable alternative locations which avoid prime agricultural areas.

(10) The Minimum Distance Separation requirements of the Provincial Policy Statement shall be met for new uses being proposed in proximity to existing livestock facilities.

As provided in the Planning Justification Report, the Subject Property and the proposed development comply with the MDS setbacks.

(11) Demonstration of how the proposal conforms to the Provincial Growth Plan.

Policy 2.2.9.1 of the Growth Plan for the Greater Golden Horseshoe states that “Municipalities are encouraged to plan for a variety of cultural and economic opportunities within rural settlements to serve the needs of rural residents and area businesses.” Although not located within a rural settlement area, the Subject Property historically served the rural residents in its vicinity. As the demographics of rural communities continue to shift, so does the needs of those communities. In an article published in the November 2018 Ontario Professional Planners Institute (OPPI) Journal, it stated that “There are an estimated 27,000 religious buildings in Canada. By the time we arrive at 2025, it is expected that 9,000 places of worship will close across Canada.” The article further states that “An interest in organized religion has been on the decline for a number of years, with 25% of citizens now identifying themselves as religiously unaffiliated.” As these religious buildings become vacant, repurposing them to better serve the changing needs of communities is vital. The proposed development is an example of repurposing and serving such a need. The proposed rental music hall will continue to meet

community needs and foster neighbourly connections as the church's religious services have historically.

The proposed amendments additionally represent efficient development and land use patterns as the Subject Property has an existing entrance and exit off of a municipally serviced road and can be supported by the existing well located on the Subject Property as concluded in the Servicing Options Report. The proposed amendments are additionally compatible with the rural landscape as concluded in the Traffic Brief.

With respect to Section 4.2.6, the Subject Property and the proposed development fulfil all four requirements as outlined in PPS Policy 2.3.6, Non- Agricultural Uses in Prime Agricultural Areas to allow for limited non residential uses in prime agricultural areas as it:

- 1) Is not located in a speciality crop area;
- 2) Complies with minimum distance separation formulae;
- 3) There is a proposed need within the planning horizon for additional lands to accommodate the proposed use; and
- 4) Alternative locations have been evaluated and there are no reasonable alternative locations for the proposed development.

With respect to Section 4.2.7, as previously mentioned the proposed development additionally complies with Policy 1.7.1 e) of the PPS, as it encourages *"a sense of place, by promoting well-designed built form and cultural planning, and by conserving features that help define character, including built heritage resources and cultural heritage landscapes."* The Fairview United Church has been a cultural landmark of the area for 148 years. The proposed development serves to preserve and enhance this landmark to better serve the community for the future.

Zoning By-Law for The Township of Selwyn

The lands which are subject to this amendment are currently zoned Community Facility (CF) in the Township's Zoning By-Law.

Permitted uses in the (CF) zone include community centre, private hospital, public school and recreational complex, however the proposed development(s) of a rental music hall, administrative office space and an accessory residential unit are currently not permitted in the (CF) zone and therefore a rezoning is required.

CONCLUSION

John and Karen Curtis have applied to amend the local component of the County Official Plan to permit a rental music hall, administrative office space, and an accessory residential unit.

The amendment is deemed to be in general conformity with the County Official Plan, the local component of the County Plan, the Provincial Policy Statement, and the Growth Plan.

Part B - The Amendment

All of this Part of the document entitled Part B - The Amendment consisting of the following text and schedule constitutes Amendment No. "61" to the Official Plan of the County of Peterborough.

Details of the Amendment

The Official Plan of the County of Peterborough is hereby amended as follows:

1. Section 6.2.1.1 – "Special Policy for Townships", is hereby amended by the introduction of a new subsection 6.2.1.8(a)(iv):

(iv) **724 Centre Line – Roll No. 1506-020-007-039400**

Notwithstanding the policies of Section 6.2.1 to the contrary, on those lands located on part of Lot 18, Concession 4, Smith Ward, Township of Selwyn as shown on the lands use schedule, a rental music hall, administrative office space, and an accessory residential unit shall be permitted.

2. Schedule "A1" - Land Use Plan – Rural Component Smith & Ennismore Wards for the Township of Selwyn is hereby amended by adding a border symbol and text box stating "**See Section 6.2.1.8(a)(iv)**" for certain lands located in Part of Lot 18, Concession 4, Smith Ward, as shown on Schedule "1", attached hereto and forming part of this amendment.



Schedule '1' to Official Plan
Amendment No. 61



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Legend



Subject Property



Parcel Fabric



Road

Smith and Ennismore Official Plan



Prime Agricultural



Lands to be redesignated to Prime
Agriculture Special Policy Area

Drawn by: AK

Checked by: KH

Map Date: September 2020

Project No. 85060

Map File No.

Scale 0 25 50 100
NAD83 UTM Zone 17 North
Meters

Part C - The Appendices

The following appendices do not constitute part of Official Plan Amendment No. 61, but are included as information supporting the Amendment.

- **Appendix No. 1 Correspondence**
- **Appendix No. 2 Public Meeting Notices and Minutes**
- **Appendix No. 3 Public Comments**
- **Appendix No. 4 Agency Comments**

Appendix No. 1 – Correspondence

DRAFT

Appendix No. 2 – Public Meeting Notices and Minutes

Notice of Complete Application:

Emailed to public bodies October 2, 2020

Mailed to neighbouring landowners within 120 metres

Posted signed on subject property advertising notice of complete application

Posted on County and Township websites

Published in the Peterborough This Week October 15, 2020

Notice of Public Meeting

Emailed to public bodies February 16, 2021

Mailed to neighbouring landowners within 120 metres

Posted sign on subject property advertising public meeting

Posted on County and Township websites

Published in the Peterborough This Week February 18, 2021

Appendix No. 3 – Public Comments

None received to date.

DRAFT

Appendix No. 4 – Agency Comments

Agency/Peer Review	Date Received
Peterborough Public Health	October 8, 2020
Otonabee Conservation	October 26, 2020
County of Peterborough Engineering and Design Division	November 4, 2020, January 14, 2021, February 9, 2021
Enbridge Gas Inc.	November 6, 2020
Stantec – Peer Review of Servicing Options Report	November 10, 2020

Planning Justification Report

**724 Centre Line
Lot 18, Concession 4
Township of Selwyn
County of Peterborough**

**Official Plan and Zoning By-Law
Amendment Applications**

D.M. Wills Project Number 19-85060



D.M. Wills Associates Limited
Peterborough

August 2020

**Prepared for:
John and Karen Curtis**

Summary of Revisions

Revision No.	Revision Title	Date of Release	Summary of Revisions

This report has been formatted considering the requirements of the Accessibility for Ontarians with Disabilities Act.

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1.0 Introduction and Objectives

D.M. Wills Associates Limited (Wills) has been retained by John and Karen Curtis (Owner) to prepare this Planning Justification Report in support of an Official Plan Amendment (OPA) to the local component of the County of Peterborough Official Plan (COP) and a Zoning By-law Amendment (ZBA) to the Township of Selwyn Comprehensive Zoning By-law filed with the Township of Selwyn. The proposed OPA and ZBA are site-specific and intend to permit the conversion of an existing church to a rental music hall, an existing rectory office into an administrative office and the conversion of an education centre to an accessory residential unit on the lands located at 724 Centre Line (County Road 24), described as Lot 18, Concession 4 (Subject Property), Smith Ward in the Township of Selwyn (Township) in the County of Peterborough (County).

1.1 Amendment Objectives

The OPA and ZBA will maintain the existing Agricultural designation and Community Facility (CF) zoning of the property, and proposes to create site specific amendments to add the aforementioned uses as permitted uses on the Subject Property.

1.2 Purpose of Planning Justification Report

The purpose of this report is to outline the nature of the proposed OPA and ZBA and evaluate the amendments in the context of provincial and municipal policy including: the Planning Act, the Provincial Policy Statement (2020), the Growth Plan for the Greater Golden Horseshoe (2019), Publication 821- Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas, the County of Peterborough Official Plan, and the Township of Selwyn Comprehensive Zoning By-law.

2.0 Project Background

2.1 Property Location

The Subject Property is located south of the intersection of the Fifth Line and Centre Line, in the Smith Ward of the Township, known municipally as 724 Centre Line. The Subject Property is described as Part of Lot 18, Concession 4 in the Township and comprises approximately 0.99 acres (0.4 hectares) of land with approximately 85.79 m (281.46ft) of frontage on Centre Line. Refer to **Figure 1**.

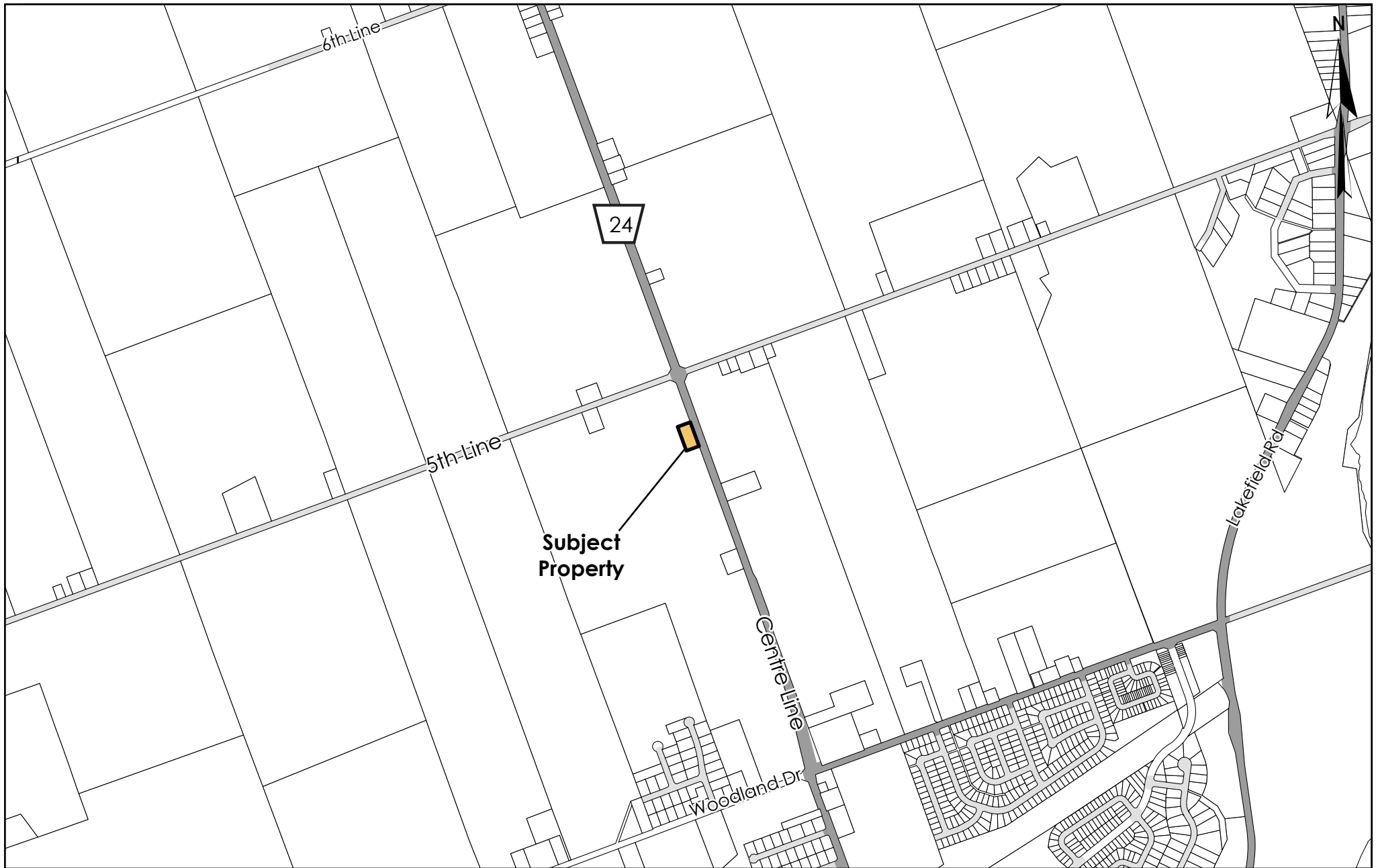






Figure 1
Key Map



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Legend

-  Subject Property
-  Parcel Fabric
-  Highway
-  Local

Drawn by:	AK
Checked by:	KH
Map Date	August 2020
Project No.	85060
Map File No.	
Scale	NAD83 UTM Zone 17 North
0 105 210 420	
	Meters

2.2 Existing and Proposed Property Development and Uses

Two (2) buildings currently occupy the Subject Property, the primary building being the former Fairview United Church constructed in 1872 with an attached addition, formerly used as the rectory office and a secondary building that historically served as an education centre. The balance of the property contains a gravel driveway and parking lots, manicured lawns and landscaping.

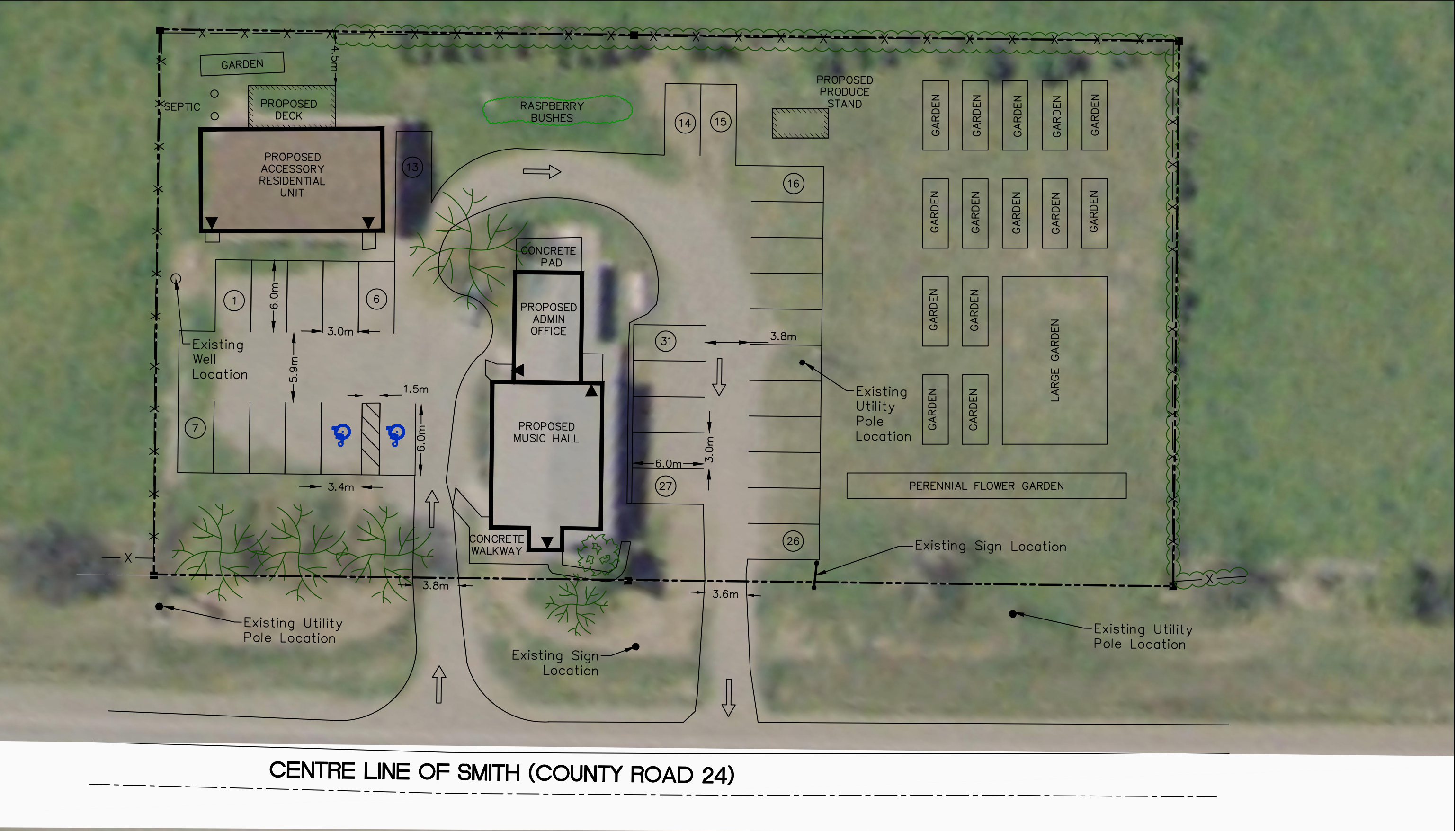
The proposed redevelopment of the property includes the following:

- convert the former Fairview United Church to a rental music hall;
- convert the former rectory office into an administrative office for the Owners existing landscaping business;
- convert the education centre to an accessory residential unit for the Owners with the addition of a small rear yard deck; and,
- establish recreational gardens and a small orchard on the balance of the property with the construction of a small seasonal produce stand. Refer to **Figure 2**.

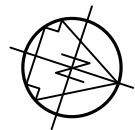
With respect to the Owners landscaping business, there will be no storage of materials or equipment onsite with the exception of the Owners one (1) small trailer and one (1) pickup truck that will be parked onsite at night and on the weekends. The existing landscaping business operates using a “drop site” method, therefore no employees, save and except the Owners, will be operating out of the Subject Property. With respect to the proposed gardens/ orchard, it is the intention that they will be for personal use, with the excess fruit and vegetables being seasonally available for sale to the community from mid-July to mid-October through the proposed produce stand. The produce stand will be mainly unattended with the Owners being the sole operators.

The proposed rental music hall will not be licensed and events will be scheduled two (2) to three (3) times a month on Fridays from 7:00 p.m. to 9:00 p.m. and will comply with the Township’s Noise By-law #2003-97. The rental music hall will accommodate a maximum of 50 people. It is the intention of the Owners to rent the music hall to local musicians as an economically feasible option to grow the local music community.

The operation of the proposed development on the Subject Property will cease annually from late October to late March as the Owners seasonally reside abroad.



724 CENTRE LINE OF SMITH
FIGURE 2 – CONCEPT PLAN (INCLUDING EXISTING PARKING)



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Drawn	J.W.	Scale	Horz. 1:300
Designed	J.W.	Vert.	—
Checked	—	Plot Date	August 24, 2020
Project No.	20-85060	Drawing File No.	85060-SP

2.3 Surrounding Land Uses

As previously noted, the Subject Property is located south of the intersection of the Fifth Line and Centre Line in the Smith Ward in the Township. The immediate surrounding land uses are agricultural and rural residential with an unevaluated wetland located northwest of the Subject Property. The surrounding agricultural land is primarily used for annual crop production. The agricultural property to the south was historically an active dairy farm, however this operation has since ceased, with the demolition of the barn and silos with only the residence and a large storage structure remaining. Refer to **Figure 3** and **Appendix A- Photographic Log**.



Figure 3

Surrounding Land Uses



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Legend

- Subject Property
- Parcel Fabric
- Highway
- Local

Drawn by:	AK
Checked by:	KH
Map Date	August 2020
Project No.	85060
Map File No.	
Scale	NAD83 UTM Zone 17 North
0 60 120 240	Meters

2.4 Non-Agricultural Uses in Prime Agricultural Areas

Specific policies for land use in prime agricultural areas are provided in Section 2.3 of the PPS. These policies generally speak to the establishment of new land uses in the prime agricultural area; and restrict such uses to those which are agricultural, agriculture-related or on-farm diversified (2.3.3.1). However the PPS does not specifically contemplate existing land uses and lots which are not of an agricultural nature.

Notwithstanding that, the existing use of the lot is institutional and the property would not be suitable for agricultural purposes given the reduced lot size and existing development. Further, the PPS does provide policies for limited proposed non-agricultural uses.

Under Section 2.3.6.1 of the Provincial Policy Statement, planning authorities may only permit non-agricultural uses in prime agricultural areas for limited non-residential uses subject to four (4) criteria:

- 1) the land does not comprise a speciality crop area;
- 2) the proposed use complies within minimum distance separation formulae;
- 3) there is an identified need within the planning horizon provided for in policy 1.1.2 for additional land to accommodate the proposed use; and
- 4) alternative locations have been evaluated, and
 - i. there are no reasonable alternative locations which avoid prime agricultural areas; and
 - ii. there are no reasonable alternative locations in prime agricultural areas with lower priority agricultural lands.

2.4.1 Specialty Crop Area

Upon site inspection and reviewing the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) Agricultural Land Base Map, it was determined that the Subject Property does not comprise a speciality crop area.

2.4.2 Minimum Distance Separation (MDS) Compliance

As stipulated in *Publication 853, The Minimum Distance Separation (MDS) Document*, MDS I calculations were completed for the proposed Type B land use. Therefore six (6) existing farms within 1500 metres of the Subject Property were investigated. As a result of the investigation, it was found that there are currently five (5) active beef farms within this area and one (1) unoccupied livestock barn. MDS calculations were completed for these identified properties and it was determined that the Subject Property complies with the various stipulated MDS 1 setbacks. Please refer to **Figure 4** and **Appendix B- MDS Calculations**.



Figure 4
MDS I Investigation



Legend

- Subject Property
- 1500m Type B Radius
- Active Farm
- Unoccupied Barn

Drawn by:	AK
Checked by:	KH
Map Date	August, 2020
Project No.	85060
Map File No.	
Scale	NAD83 UTM Zone 17 North
0 150 300 600	Meters

2.4.3 Identified Need

With respect to an identified need, the Owner's have been involved in the Peterborough area music community for some time and the availability of affordable rental music halls for young musicians has been identified as a need within this community. The Owners were diligent in researching appropriate properties for the proposed uses, and provided that the Fairview United Church has the existing acoustic infrastructure and served a similar purpose (the congregation of people for song and prayer), the Owners felt that the proposed development of a rental music hall was appropriate. Policy 1.1.4.1 (f) of the PPS states:

"Healthy, integrated and viable rural areas should be supported by promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources."

The proposed development conforms to the above policy as it is proposing several uses that will contribute to the economic health of the surrounding community.

Policy 1.1.5.2 of the PPS notes the following:

"On rural lands located in municipalities, permitted uses are:

c) residential development, including lot creation, that is locally appropriate."

Provided that the proposed development includes, in part, the repurposing and retrofitting of an existing structure for residential development, that is locally appropriate, conformity to this policy of the PPS has been satisfied.

Policy 1.1.5.7 of the PPS states:

"Opportunities to support a diversified rural economy should be promoted by protecting agricultural and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses."

Policy 1.1.5.8 of the PPS notes that:

New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the minimum distance separation formulae.

As previously discussed in **Section 2.4.2**, the proposed development on the Subject Property complies with the MDS setbacks and protects agricultural land uses as no further land is being taken out of agricultural production to support the proposed development.

The proposed development serves to preserve and enhance the Subject Property. The Fairview United Church served much of the local agricultural community for over 140 years. The proposed use as a rental music hall will continue to serve the surrounding

community's cultural and social needs by providing a place for young local musicians to practice their craft while the local community can enjoy local musical performances.

Additionally, with respect to the Owner's existing landscaping business, the Subject Property is central to existing clientele. In relocating to the Subject Property, the existing landscaping business can continue to serve existing clientele in an efficient manner and serve the local community's landscaping needs.

The Owner's have taken special care to tailor the proposed development to the property to ensure that it best conforms to the surrounding community character. The establishment of gardens, orchard and small produce stand serves to better integrate the Subject Property with the surrounding agricultural lands than what is currently existing.

Furthermore, it is important to note that no additional land is being proposed to accommodate the proposed uses, as the land has been developed for institutional uses for 148 years. Therefore, the proposed amendments support the provision of maintaining and protecting agriculture and providing a diverse rural economic base.

2.4.4 Alternative Locations

With respect to consideration of alternative locations, the Owners investigated several other possibilities for rent or purchase that might facilitate the proposed development. The following locations were considered, however they and other lands in the vicinity were not suitable or readily available.

Property 1: Mount Community Centre, 1545 Monaghan Road, Peterborough

This property is designated residential in the City of Peterborough Official Plan and zoned Special Policy Area 346 (SP.346) in the City of Peterborough Zoning By-law. The existing zoning permits the development of a dwelling. This property was deemed not feasible due to its location. The Owners landscape business requires a more centralized area due to current clientele. Relocating their business to this location would hinder their ability to provide efficient and cost effective services to their existing client base.

Property 2: Peterborough Collegiate and Vocational School, 201 McDonnell St, Peterborough

This property is designated commercial in the City of Peterborough Official Plan and zoned Public Service 2 (PS.2) in the City of Peterborough Zoning By-law. The existing zoning does not permit a rental music hall and an accessory residential unit. Additionally, the Owners spoke to the representatives of this property and discussed the potential for purchase, however they were informed that the property was not for sale at that time.

Property 3: Emmanuel United Church, 534 George Street North, Peterborough

This property is designated commercial in the City of Peterborough Official Plan and zoned Public Service 2 (PS.2) in the City of Peterborough Zoning By-law. The existing zoning does not permit a rental music hall and an accessory residential unit. This property was deemed unsuitable for the proposed use as there was no parking spaces available onsite and there was no space to establish the gardens and orchard as desired by the Owners.

Property 4: Grace United Church, 581 Howden Street, Peterborough

This property is designated residential in the City of Peterborough Official Plan and zoned Public Service 2 (PS.2-165) in the City of Peterborough Zoning By-law. The existing zoning does not permit a rental music hall and an accessory residential unit. This property was deemed unsuitable for the proposed development as there is insufficient parking space available, there was no living space and there was no space to establish the gardens and orchard.

Property 5: 480 Sheridan Street, Peterborough

This property is designated commercial in the City of Peterborough Official Plan and zoned Special Policy Area 72 (SP.72) in the City of Peterborough Zoning By-law. The existing permitted uses included an office and a residential dwelling unit. Therefore, a zoning by-law amendment to permit the use of a rental musical hall would be required. However, this property was deemed unsuitable for the proposed development as the space was undersized and had insufficient parking spaces available.

Property 6: Agricultural Property, 1859 Chemong Road, Township of Selwyn

This property is designated Rural in the local component of the County of Peterborough Official Plan and zoned Rural (RU) in the Township of Selwyn Zoning By-law. Therefore, in order to allow for the proposed uses, an OPA and ZBA would be required to convert the land use and remove land from agricultural production. Additionally, the Owners determined that this property was unsuitable given the existing size of the property and that the infrastructure onsite was not conducive for the proposed uses. Furthermore, the Owners were informed that the renters of the existing residential dwelling wanted to continue living on the property.

In addition to the above properties, the Owners investigated a number of residential properties in the Peterborough area, however they were unsuccessful in finding a property that could accommodate all of the proposed uses on one property. To reiterate, the Subject Property is situated in the most optimal location to serve the Owners current landscaping clients, and has the existing infrastructure and space onsite to accommodate the proposed development. Therefore, several alternative locations were investigated however, it was found that there are no reasonable alternative locations which avoid prime agricultural areas.

2.5 Land Use Compatibility

The Subject Property is described as Agricultural in the COP and designated as Prime Agricultural in the local component of the COP and zoned Community Facility (CF) in the Township's Zoning By-law (ZBL).

Section 5.5 of the COP speaks to Land Use Compatibility, noting that the goal is "to ensure that new land uses and new developments are compatible with existing built form."

The Subject Property is surrounded by agricultural and rural residential uses. Given the agricultural nature of the area, the existing residential dwellings developed along Centre Line and Fifth Line are considered incompatible and sensitive land uses within the agricultural context of the area. It is acknowledged that the residential development has existed for many years and predates the current provincial policy. However, the issue remains that the existing residential development is located in a predominately agricultural area and will impact the use of the surrounding properties due to Minimum Distance Separation (MDS). However the proposed accessory residential unit will not further hinder on agricultural uses in the area as it complies with MDS setbacks.

The Subject Property is zoned as Community Facility in the Township ZBL. **Table 1** provides the list of permitted uses under the Community Facility (CF) Zone which may currently operate on the Subject Property:

Table 1 - Permitted Uses under the Community Facility (CF) Zone

Zoning Regulation 4.21.1.2	Non Residential Permitted Uses
<i>a)</i>	<i>Arena</i>
<i>b)</i>	<i>assembly hall</i>
<i>c)</i>	<i>Auditorium</i>
<i>d)</i>	<i>Cemetery</i>
<i>e)</i>	<i>community centre</i>
<i>f)</i>	<i>day nursery</i>
<i>g)</i>	<i>hospital, private</i>
<i>h)</i>	<i>Library</i>
<i>i)</i>	<i>Museum</i>
<i>j)</i>	<i>place of worship</i>
<i>k)</i>	<i>post office</i>

l)	<i>private club</i>
m)	<i>private school</i>
n)	<i>public park</i>
o)	<i>public school</i>
p)	<i>public use or utility in accordance with the provisions of Section 3.39 of this By-law</i>
q)	<i>recreational complex</i>

The Subject Property has been developed for 148 years and has served as a gathering place for the community. However the needs of rural communities continues to evolve and change. With respect to serving the local community, the Fairview United Church had been underutilized for some time and it is argued that the proposed use of a rental music hall and a small administrative office for the Owners' existing landscape business would better serve the surrounding community while producing the same, if not less noise generation and demand on traffic, services and parking.

The proposed use of an accessory residential unit arguably is more compatible with the existing agricultural area than the listed permitted use of a private hospital, as it would draw less traffic, have less human occupancy in proximity to normal farm practices, and would not require additional investments in infrastructure and rural services that are currently not available to the Subject Property.

3.0 Supporting Technical Studies

As a result of the pre-consultation meeting held with the County on September 17th, 2019, and additional follow up consultation with County and Township Staff on January 17th, 2020 via teleconference (for which a project update memo was provided) the following items were identified as requirements for the Official Plan and Zoning By-law Amendment applications.

3.1 Site Servicing Options Report

In August 2020, Wills completed a Servicing Options Report for the Subject Property in support of Official Plan and Zoning By-law Amendment Applications to permit a rental music hall, accessory residential unit, office space and proposed gardens.

The report notes that the Subject Property is located within the physiogeographic region known as the Peterborough Drumlin Fields, dominated by clay and silt deposits. The Subject Property is currently serviced by one (1) on-site subsurface sewage disposal system which currently services the education centre and church chapel. One (1) drilled well is located on the south side of the Subject Property. The historic pumping test resulted in a volume that exceeds the required daily water-taking needs of the

proposed development, however recovery time was undocumented. The report concluded that adequate groundwater supply is available to service the proposed development of the rental music hall, office space and accessory residential unit. However, the report further recommends that additional pumping tests be conducted to confirm the available water supply of the Subject Property.

With respect to water quality, the report notes that the water sample taken complies with most Ontario Drinking Water Quality Standards (ODWQS), with the exception of hardness and turbidity (which are not considered health related parameters). The report recommends that a commercial water softener and filtration system be inspected or installed to address these exceedances.

In terms of sewage disposal capacity, the report notes that the Subject Property is flat, with a variance in elevation of less than 1 m, providing suitable conditions for an on-site sewage disposal system. The existing Class 4 sewage disposal system includes a 3,200 L/day sewage tank and was installed in 1968. The Ontario Building Code (OBC) *Section 8.2.2.3 Sewage Tanks*, notes that the minimum working capacity of a residential sewage tank is required to be 3,600 L/day, therefore the report concluded that the existing sewage tank is not large enough to satisfy the OBC minimum working capacity requirement for the proposed accessory residential unit. Additionally, in order to service the proposed rental music hall and office space, the report recommends that a separate sewage disposal system be installed with a capacity of 5,400 L/day. The report notes that the Owners have retained a contractor to demarcate an area for a new separate septic to service the rental music hall and office.

With respect to the sewage disposal system, the report concludes and recommends the following:

- The Subject Property has sufficient space for two (2) sewage disposal systems that meet minimum setback requirements;
- The existing sewage disposal system does not meet the minimum septic tank requirements, therefore Wills recommends upgrading the septic tank for the current sewage disposal system within a minimum capacity of 3,600 L/day for the accessory residential unit and a second sewage disposal system with a minimum capacity of 5,400 L/day for the rental music hall/ office space;
- the total daily design sanitary sewage outflow will not exceed 5,000 L for the proposed accessory residential unit and will not exceed 5,000 L for the proposed rental music hall/office space; and
- Any new or upgraded sewage disposal system proposed to be constructed on the Subject Property must meet the requirements provided in Ontario Regulation 350/06 made under the Building Code Act and the current OBC requirements.

With respect to groundwater supply, the report concludes and recommends the following:

- Based on Wills interpretation of the 1968 2-hour pumping test, adequate groundwater supply is available for the proposed accessory residential unit, as well as the proposed rental music hall and office space;
- Limited information regarding well performance was provided in the MECP Well Record, however Wills does not anticipate that the proposed development will negatively impact surrounding water users in view of the proposed water-taking requirements and distance to neighbouring water users;
- Wills recommends conducting a pumping test on the well to confirm the available water supply (and recovery time) on the Subject Property and the capacity of the well to support the water taking needs of the proposed development;
- The groundwater exhibits relatively good physical, chemical, and biological quality; however may require water treatment for hardness and turbidity. Commercial water softening may be desired to treat elevated levels of hardness, and filtration may be required to ensure turbidity is below 5.0 NTU at point of consumption;
- Wills recommends having the treated water tested to ensure turbidity levels are below 5.0 NTU at consumption and to confirm the efficiency of the filtration system; and
- If the proposed rental music hall will provide potable drinking water to patrons, a Small Drinking Water System permit must be obtained from Peterborough Public Health.

3.2 Traffic Impact Brief

In August 2020, Wills completed a Traffic Impact Brief (TIB) for the Subject Property in support of the Official Plan and Zoning By-law Amendments. The TIB reviewed the overall impact that the proposed development could have on traffic operations along Centre Line (County Road 24) for the current year, as well as future conditions in 2025 and 2030. Traffic volume counts were conducted on March 5, 2020, which is considered to be a typical weekday. The TIB considered the PM peak hour traffic volumes as the proposed rental music hall is to only operate in the evenings. Additionally, the TIB calculated trip generation based on the proposed hall occupancy of 50 people. With respect to the proposed produce stand, the TIB notes that "given the relatively minor nature of the stand, as well as the understanding that the stand will primarily operate off peak, the stand was not considered in this analysis."

The TIB concluded that the additional trips generated by the proposed amendment will have minimal impact on the normal traffic operations of County Road 24, and that there is no need for any auxiliary lands on County Road 24 for the current or future scenarios based on the assumptions stated in the brief. Additionally, the TIB concludes that the Subject Property is located on a straight segment of County Road 24 and the sight distances for both directions satisfies industry guidelines.

3.3 Lot Grading & Drainage Plan

In May 2020, Wills completed a Lot Grading and Drainage Plan (Plan) for the Subject Property. The plan notes that no additional impermeable surfaces are proposed for the Subject Property, save and except the addition of a deck on the proposed accessory residential unit. The Plan additionally identifies the existing elevations of the property and notes that stormwater would mainly flow in a north westerly direction.

4.0 Policy Framework

The Subject Property is designated 'Prime Agricultural' on Schedule "A1" of the Land Use Plan- Rural Component of Smith & Ennismore Wards in the local component of the COP and zoned 'Community Facility (CF)' in the Townships' Comprehensive Zoning By-law No. 2009-021. Although not in effect, the Subject Property is also identified as Prime Agricultural under the Agricultural Systems mapping prepared by the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA).

The following provincial and municipal land use policy documents contain policies that relate to the proposed amendments of the Subject Property. The OPA and ZBA will be reviewed in the context of these applicable policies. The policy documents include the Planning Act (1990), Provincial Policy Statement (2020), A Place to Grow: the Growth Plan for the Greater Golden Horseshoe (2019), Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas, the County of Peterborough Official Plan (2017), and the Township of Selwyn Comprehensive Zoning By-law No. 2009-021.

4.1 Provincial

4.1.1 Planning Act (1990)

The Planning Act (the Act) is provincial legislation that establishes the ground rules for land use planning in Ontario. It describes how land uses may be controlled, and who may control them. Part III of the Act pertains to Official Plans. Section 21 speaks to official plan amendments:

Section 21 (1)

Except as hereinafter provided and except where the context requires otherwise, the provisions of this Act with respect to an official plan apply, with necessary modifications, to amendments thereto or the repeal thereof, and the council of a municipality that is within a planning area may initiate an amendment to or the repeal of any official plan that applies to the municipality, and section 17 applies to any such amendment or repeal. R.S.O. 1990, c. P.13, s.21 (1); 2015, c. 26, s. 20 (1).

Part V of the Act pertains to land use controls. Section 34 (10) speaks to zoning by-law amendments:

Section 34 (10)

Despite any other provision of this section, any By-law passed under this section or a predecessor of this section may be amended so as to permit the extension or enlargement of any land, building or structure used for any purpose prohibited by the By-law if such land, building or structure continues to be used in the same manner and for the same purpose as it was used on the day such By-law was passed. R.S.O. 1990, C. p.13, S. 34 (10).

4.1.2 Provincial Policy Statement (2020)

The 2020 Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. *Section 3 of the Planning Act* requires that decisions affecting planning matters “shall be consistent with” policy statements issued under the Act. In general, the PPS seeks to promote the development of communities that are socially, economically, and environmentally resilient.

Section 1.1.4 of the PPS speaks to the importance of rural areas to the economic success of the Province and our quality of life.

1.1.4.1 Healthy, integrated and viable rural areas should be supported by:

- a) building upon rural character, and leveraging rural amenities and assets;*
- b) promoting regeneration..*
- d) encouraging the conservation and redevelopment of existing rural housing stock on rural lands;*
- e) using rural infrastructure and public service facilities efficiently;*
- f) promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management of use of resources.*
- i) providing opportunities for economic activities in prime agricultural areas, in accordance with policy 2.3.*

Section 1.1.5 of the PPS outlines policies regarding rural lands in municipalities.

1.1.5.2 On rural lands located in municipalities, permitted uses are:

- a) the management or use of resources*
- c) residential development, including lot creation, that is locally appropriate;*
- e) home occupations and home industries*

1.1.5.3 *Recreational, tourism and other economic opportunities should be promoted.*

1.1.5.4 *Development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.*

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 economical expansion of this infrastructure.*

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.*

1.2.6 *Land Use Compatibility*

1.2.6.2 *Where avoidance is not possible in accordance with policy 1.2.6.1, planning authorities shall protect the long-term viability of existing or planned industrial, manufacturing or other uses that are vulnerable to encroachment by ensuring that the planning and development of proposed adjacent sensitive land uses are only permitted if the following are demonstrated in accordance with provincial guidelines, standards, and procedures:*

- a) there is an identified need for the proposed use;*
- b) alternative locations for the proposed use have been evaluated and there are no reasonable alternative locations;*
- c) adverse effects to the proposed sensitive land use are minimized and mitigated; and*
- d) potential impacts to industrial, manufacturing or other uses are minimized and mitigated.*

1.3 *Employment*

1.3.1 *Planning authorities shall promote economic development and competitiveness by:*

- a) providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs;*
- b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;*
- d) encouraging compact, mixed-use development that incorporates compatible employment uses to support liveable and resilient communities, with consideration of housing policy 1.4; and*

- e) *ensuring the necessary infrastructure is provided to support current and projected needs.*

1.4 *Housing*

1.4.3 *Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area by:*

- b) *permitting and facilitating:*

- 2. *all types of residential intensification including additional residential units, and redevelopment in accordance with policy 1.1.3.3;*

- c) *directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs;*

Section 1.7 of the PPS outlines policies regarding long-term economic prosperity

1.7.1 *Long-term economic prosperity should be supported by:*

- a) *promoting opportunities for economic development and community investment-readiness;*
- b) *encouraging residential uses to respond to dynamic market-based needs and provide necessary housing supply and range of housing options for a diverse workforce;*
- e) *encouraging a sense of place, by promoting well-designed built form and cultural planning, and by conserving features that help define character, including built heritage resources and cultural heritage landscapes;*
- i) *sustaining and enhancing the viability of the agricultural system through protecting agricultural resources, minimizing land use conflicts, providing opportunities to support local food, and maintaining and improving the agri-food network;*

Section 2.3 of the PPS outlines policies regarding agricultural land uses in the province.

2.3.6 *Non-Agricultural Uses in Prime Agricultural Areas*

2.3.6.1 *Planning authorities may only permit non-agricultural uses in prime agricultural areas for:*

- b) *limited non-residential uses, provided that all of the following are demonstrated:*

- 1. *the land does not comprise a speciality crop area;*

2. *the proposed use complies with minimum distance separation (MDS) formulae;*
3. *there is an identified need within the planning horizon provided for in policy 1.1.2 for additional land to accommodate the proposed use; and,*
4. *alternative locations have been evaluated, and,*
 - i. *there are no reasonable alternative locations which avoid prime agricultural areas; and,*
 - ii. *there are no reasonable alternative locations in prime agricultural areas with lower priority agricultural lands.*

Section 2.6 of the PPS outlines policies regarding cultural heritage and archaeology in the province.

2.6.4 Planning authorities should consider and promote archaeological management plans and cultural plans in conserving cultural heritage and archaeological resources.

4.1.3 A Place to Grow: The Growth Plan for the Greater Golden Horseshoe (2019)

The Growth Plan for the Greater Golden Horseshoe (Growth Plan) provides additional Provincial policy for lands within one (1) of the fastest growing regions in North America. Its policies are intended to support growth and development while ensuring that it occurs in an orderly and well-planned fashion, so as to protect the social, economic, and environmental interests of Ontario and its residents.

Section 1.2.3 Relationship with the Provincial Policy Statement (PPS)

The PPS provides overall policy directions on matters of provincial interest related to land use and development in Ontario, and applies to the GGH, except where this Plan or another provincial plan provides otherwise.

Like other provincial plans, this Plan builds upon the policy foundation provided by the PPS and provides additional and more specific land use planning policies to address issues facing specific geographic areas in Ontario. This Plan is to be read in conjunction with the PPS. The policies of this Plan take precedence over the policies of the PPS to the extent of any conflict, except where the relevant legislation provides otherwise. Where the policies of this Plan address the same, similar, related, or overlapping matters as policies in the PPS, applying the more specific policies of this Plan satisfies the requirements of the more general policies in the PPS. In contrast, where matters addressed in the PPS do not overlap with policies in this Plan, those PPS policies must be independently satisfied.

As provided for in the Places to Grow Act, 2005, this Plan prevails where there is a conflict between this Plan and the PPS. The only exception is where the conflict is between policies relating to the natural environment or human health. In that case, the

direction that provides more protection to the natural environment or human health prevails.

Section 2.2.9 Rural Areas

- 1. Municipalities are encouraged to plan for a variety of cultural and economic opportunities within rural settlements to serve the needs of rural residents and area businesses.*
- 3. Subject to the policies in Section 4, development outside of settlement areas may be permitted on rural lands for:*
 - c) other rural land uses that are not appropriate in settlement areas provided they:*
 - i. are compatible with the rural landscape and surrounding local land uses;*
 - ii. will be sustained by rural service levels; and*
 - iii. will not adversely affect the protection of agricultural uses and other resource-based uses such as mineral aggregate operations.*

Section 4.2.6 Agricultural System

- 3. Where agricultural uses and non-agricultural uses interface outside of settlement areas, land use compatibility will be achieved by avoiding or where avoidance is not possible, minimizing and mitigating adverse impacts on the Agricultural System. Where mitigation is required, measures should be incorporated as part of the non- agricultural uses as appropriate, within the area being developed.*

Section 4.2.7 Cultural Heritage Resources

- 1. Cultural heritage resources will be conserved in order to foster a sense of place and benefit communities...*

4.1.4 Guidelines on Permitted Uses in Prime Agricultural Areas

The Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas assist municipalities, decision-makers, farmers and others interpret the policies of the PPS on the uses that are permitted in prime agricultural areas. It comprises the provincial guidelines referred to in *Policy 2.3.3.1* of the PPS.

1.4 Principles of Permitted Uses

The intent of the PPS and these guidelines is to allow uses in prime agricultural areas that ensure settlement areas remain the focus of growth and development and:

- land taken out of agricultural production, if any, is minimal*

- *agricultural and rural character and heritage are maintained as much as possible*
- *uses are compatible with agricultural uses*

3.2 Limited Non-Agricultural Uses in Prime Agricultural Areas

The assessment of need and evaluation of alternative locations for non-agricultural uses are geographically-based and depend on the type of use and the region from which customers are drawn.

Limited Non-Residential Uses

In prime agricultural areas, limited non-residential uses are uses that include commercial, industrial, institutional or recreational uses but exclude residential uses. These uses may only be considered in prime agricultural areas if other locations are unavailable and if they meet the tests of PPS Policy 2.3.6.1 b).

Limited non-residential uses must be limited in area based on the land area that would no longer be available to agriculture. The term “limited” also suggests that the use may be a single use rather than an assembly of uses.

3.2.3 Alternative Locations

Depending on local circumstances, sites with a previous non-agricultural use may be considered lower-priority agricultural areas for the purpose of identifying alternative locations.

4.2 Municipal

4.2.1 County of Peterborough Official Plan (Consolidated to 2017)

The County of Peterborough Official Plan (COP) sets the land use and planning framework for local Official Plans and decision making. The COP outlines a long term vision for Peterborough’s physical form and community character. The COP describes the Subject Property as a Rural and Cultural Landscape.

4.3 Rural and Cultural Landscape

The rural and cultural landscape represents all land areas outside of an identified settlement area, that are not:

- *shoreland areas as described in Section 4.4;*
- *significant natural heritage features or other natural resources listed in Section 4.1;*
- *utilized for transportation purposes, physical services and utilities; and,*
- *used for recreation and open space purposes.*

4.3.2 - Objectives

- *to permit an amount and type of development in the rural area consistent with maintaining its rural and cultural landscape;*
- *to reinforce the historical relationship between settlement areas and the surrounding farm community to which the settlement areas provide basic services;*
- *to preserve prime agricultural soils and protect farms, where possible, from activities and land uses which would limit productivity or efficiency; and,*
- *to encourage compatible economic diversification including greater flexibility for on-farm activities, home-based businesses and agri-tourism.*

4.3.3.2 - Agriculture

A local plan may exclude a prime agricultural area from designation, or may be amended to remove a prime agricultural area from being so designated, only in the following circumstances:

Limited non-residential uses, provided that:

- *there is a demonstrated need within the planning horizon for additional lands to be designated to accommodate the proposed use;*
- *there are no reasonable alternative locations which avoid prime agricultural areas; and,*
- *there are no reasonable alternative locations on lower priority agricultural lands in prime agricultural areas;*

In such circumstances, the local plan or amendment will ensure that impacts from the new non-agricultural uses on surrounding farm operations and lands will be mitigated;

4.6 Economic Development

4.6.1 – Goal

- *to fully develop Peterborough County's economic potential by ensuring the continuing expansion of economic opportunities and diversification of the economic base.*

4.6.3.4 - Agricultural Sector

The County's rural areas are a valued cultural resource. Agriculture is and will continue to be a significant economic sector in the County. The County will:

- *protect prime agricultural areas from incompatible activities; and,*

In recognition of the rural nature of local municipalities in the County and their need for economic growth, and in recognition of the farming community and its need for diversified on-farm and additional off-farm employment opportunities:

- *the non-agricultural and non-tourism oriented industrial and commercial uses permitted outside identified settlement areas will be limited to uses which consider and support the cultural and rural character of the area.*

5.1 Housing

5.1.2 – Objectives

- *to encourage the provision of affordable housing and a variety of housing types on a County-wide basis*
- *to maximize the efficient use of land, buildings and services, consistent with good planning principles.*

5.2 Heritage

5.2.2 – Objectives

- *to prevent the demolition, destruction, inappropriate alteration or use of heritage resources*

5.5 Land Use Compatibility

5.5.2 – Objectives

- *to protect existing industrial, utility, and farming facilities from encroachment by sensitive land uses.*



Figure 5
County of Peterborough
Official Plan Designation



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150 Jameson Drive
Peterborough, Ontario
K9J 0B9

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F. 705.748.9944
E. wills@dmwills.com

Legend

- Subject Property
- Parcel Fabric
- Road

Smith and Ennismore Official Plan

- Prime Agricultural

Drawn by:	AK
Checked by:	KH
Map Date	August 2020
Project No.	85060
Map File No.	
Scale	NAD83 UTM Zone 17 North
0 25 50 100	Meters

4.2.2 Township of Selwyn Comprehensive Zoning By-Law (2009-021)

The Subject Property is currently zoned Community Facility (CF) in Comprehensive Zoning By-law No. 2009-021. See **Figure 6**. The proposed development(s) are currently not permitted in the (CF) zone. As a result, a rezoning is required to permit the proposed development.

The proposed ZBA will create an exception to the (CF) zone that will permit a rental music hall, a small administrative office, an accessory residential unit with the addition of a deck, and a seasonal produce stand in addition to the uses already permitted. The ZBA will also seek relief of the rear yard setback to accommodate the addition of a deck to the proposed accessory residential unit.

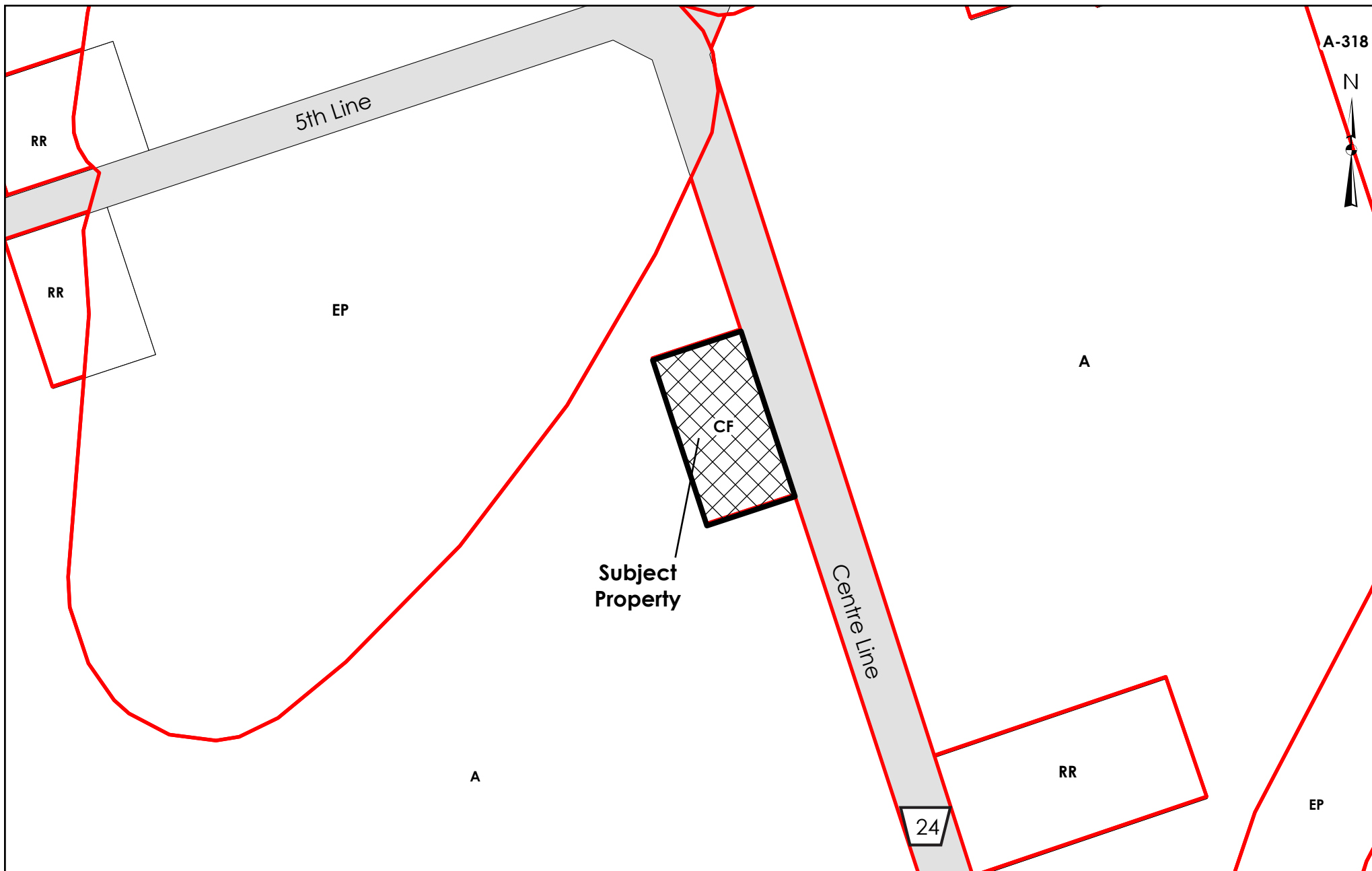


Figure 6
Township of Selwyn
Comprehensive
Zoning By-law
(2009-021)



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Legend

-  Subject Property
-  Selwyn zoning By-law
-  Parcel Fabric
-  Road

A- Agricultural Zone
RR- Rural Residential
CF- Community Facility
EP - Environmental Protection

Drawn by:	AK
Checked by:	KH
Map Date	August 2020
Project No.	85060
Map File No.	
Scale	NAD83 UTM Zone 17 North
0 20 40 80	Meters

5.0 Planning Rationale

The proposed amendments are consistent with the aforementioned applicable provincial and municipal policies as outlined in **Section 4.0**. The Subject Property is designated as Prime Agricultural in the local component of the COP and Community Facility in the Township of Selwyn ZBL. The PPS, the Growth Plan, and the COP emphasize the importance of supporting a diversified rural economy and protecting prime agricultural areas.

Section 1.2.3 of the Growth Plan states *“Where the policies of this Plan address the same, similar, related, or overlapping matters as policies in the PPS, applying the more specific policies of this Plan satisfies the requirements of the more general policies in the PPS.”* Additionally, Section 4.2.6 (3) of the Growth Plan notes that where land use compatibility avoidance is not possible, minimizing and mitigating adverse impacts on the Agricultural System is necessary. These policies are similar to the Agricultural policies under Section 2.3.6 Non-Agricultural Uses in Prime Agricultural Areas, which permits limited non-agricultural uses in agricultural areas subject to the criteria established therein. Therefore, the proposed amendment has been considered under Sections 4.2.6 (3) of the Growth Plan and 2.3.6.1 (b) of the PPS.

As stated in **Section 2.4** above, the Subject Property and the proposed development fulfil all four requirements as outlined in PPS Policy 2.3.6, Non- Agricultural Uses in Prime Agricultural Areas to allow for limited non residential uses in prime agricultural areas as it:

- 1) Is not located in a speciality crop area;
- 2) Complies with minimum distance separation formulae;
- 3) There is a proposed need within the planning horizon for additional lands to accommodate the proposed use; and
- 4) Alternative locations have been evaluated and there are no reasonable alternative locations for the proposed development.

The proposed amendments support the provision of maintaining and protecting agriculture and providing a diverse rural economic base (PPS 1.1.3.8) as no removal of agricultural land is being proposed. It is important to note that the impact of non-agricultural uses in this prime agricultural area was established 148 years ago when the church was constructed. The Owners have tailored their proposed use to the existing infrastructure onsite and their intent is to preserve the cultural and historical significance of the Fairview United Church as no changes to the façade of either building onsite is proposed.

The proposed development complies with Policy 1.3.1 d) of the PPS, *as the nature of the development encourages “compact, mixed-use development that incorporates compatible employment uses to support liveable and resilient communities.”* The rental music hall and the location of the administrative office for the existing landscape

business will serve the surrounding community, while the accessory residential unit will allow the owners to better steward the property, as well as foster compact, multi-use development.

Policy 1.1.5.1 of the PPS provides that when directing development on rural lands, regard should be had to Sections 1, 2 and 3 of the PPS. The proposed development complies with the aforementioned sections of the PPS as it:

- promotes efficient land use development (Policy 1.1.1 a)) by utilizing and repurposing existing infrastructure to better serve the communities current needs;
- builds upon rural character by leveraging rural amenities and assets (Policy 1.1.4.1 a)) by proposing to preserve the façade of the former Fairview United Church and enhance the property for the communities enjoyment;
- using rural infrastructure efficiently (Policy 1.1.4.1e)) again, by using existing entrances and exits off of County Road 24 and using the existing well on the Subject Property;
- promoting diversification of the economic base (Policy 1.1.4.1 f)) by proposing several economic uses for the Subject Property to better serve and enhance the local economy;
- providing opportunities for sustainable and diversified tourism (1.1.4.1 g)) by proposing a rental music hall and a seasonal produce stand;
- protecting prime agricultural areas for long-term use for agriculture (Policy 2.3.1) as no new agricultural land will be taken out of production and the use complies with MDS 1 setbacks;
- conserving a cultural heritage landscape (Policy 2.6.1) again, by preserving and enhancing the Fairview United Church; and
- being located outside of natural heritage and hazard areas (Policy 3.1.1).

The proposed development additionally complies with Policy 1.7.1 e) of the PPS, as it encourages *"a sense of place, by promoting well-designed built form and cultural planning, and by conserving features that help define character, including built heritage resources and cultural heritage landscapes."* The Fairview United Church has been a cultural landmark of the area for 148 years. The proposed development serves to preserve and enhance this landmark to better serve the community for the future.

Policy 2.2.9.1 of the Growth Plan for the Greater Golden Horseshoe states that *"Municipalities are encouraged to plan for a variety of cultural and economic opportunities within rural settlements to serve the needs of rural residents and area businesses."* Although not located within a rural settlement area, the Subject Property historically served the rural residents in its vicinity. As the demographics of rural communities continue to shift, so does the needs of those communities. In an article

published in the November 2018 Ontario Professional Planners Institute (OPPI) Journal, it stated that *"There are an estimated 27,000 religious buildings in Canada. By the time we arrive at 2025, it is expected that 9,000 places of worship will close across Canada."* The article further states that "An interest in organized religion has been on the decline for a number of years, with 25% of citizens now identifying themselves as religiously unaffiliated." As these religious buildings become vacant, repurposing them to better serve the changing needs of communities is vital. The proposed development is an example of repurposing and serving such a need. The proposed rental music hall will continue to meet community needs and foster neighbourly connections as the church's religious services have historically.

The proposed amendments additionally represent efficient development and land use patterns as the Subject Property has an existing entrance and exit off of a municipally serviced road and can be supported by the existing well located on the Subject Property as concluded in the Servicing Options Report. The proposed amendments are additionally compatible with the rural landscape as concluded in the Traffic Brief.

Section 3.2.3 – Alternative Locations within Publication 851, Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas, notes the following:

Depending on local circumstances, sites with a previous non-agricultural use may be considered lower-priority agricultural areas for the purpose of identifying alternative locations. Adaptive reuse of sites with commercial or industrial zoning could be suitable and would avoid greenfield development. Significantly-disturbed sites that cannot be returned to an agricultural use could be considered lower-priority areas."

Section 3.1.2 of Publication 851 additionally provides several factors to consider when identifying lower-priority agricultural lands for potential alternative settlement areas locations, including (in part) the following:

- Current use of land;
- Degree of fragmentation of the agricultural land base by non-agricultural uses;
- Farm parcel size relative to the type of agriculture in the area (e.g., cash crops and livestock farms generally require large parcels while speciality crops may not); and
- Presence, use and capital investment in farm buildings and infrastructure.

With respect to the Subject Property and the factors listed above, the viability of the Subject Property to be used for agricultural purposes is limited. The existing parcel size and the capital investment required to prepare the lands (removal of existing buildings/ infrastructure and fence rows) would not be sensible given that the common form of agricultural activity in the area is beef farming and cash crops. The Owners proposed development of establishing gardens and an orchard on the property is a more sensible form of agriculture, tailored to the Subject Property.

With respect to noise mitigation, the proposed use of a rental music hall will comply with the Township of Selwyn Noise By-law # 2003-97. Additionally, the Owners will ensure that the rental music hall is retrofitted with appropriate noise control measures.

Regarding onsite parking for the proposed development, it has been demonstrated to the County that the existing parking spaces available onsite, as demonstrated in **Figure 2**, comply with the ZBL. Refer to **Appendix C**.

The Subject Property has 31 spaces on the existing gravel/overgrown gravel parking lot.

Section 3.29 of The Township of Selwyn Zoning By-law notes the following requirements for parking spaces:

- **Residential:** 2 spaces for every dwelling unit (2 spaces)
- **Business, Professional or Administrative Office Space:** 1 space for every 23 sq. m of gross floor area (the rectory office building is 79.27 sq. m). 3.44 spaces (3 spaces)
- **Place of Entertainment (Church/ Rental Music Hall):** 1 space for every 2 persons of design capacity. (based on the lower design capacity of 75 people- 38 spaces)
- **Total required onsite:** 43 spaces.
- **Special Needs Parking:** Minimum of 2 spaces (6 m length and 3.5 m width with a 1.2 m aisle)

As it was previously demonstrated to the County, it was noted that the administrative office space is only going to be used by the Owners, and not during the hours of operation of the rental music hall, therefore the 3 spaces required by the zoning by-law for the administrative office space are negligible as the Owners will have their personal vehicle parked in one of the two required residence parking spaces. With respect to the parking spaces required for the rental music hall, the Owners will only permit a maximum of 50 people into the rental music hall and therefore the Subject Property should only have to accommodate 25 parking spaces for this proposed use. Therefore, as **Figure 2** illustrates, the Subject Property can accommodate the required two (2) parking spaces for the residence and the 25 parking spaces to accommodate the use of the rental music hall. The Owners have also noted that a truck and trailer for the existing landscaping business will be parked onsite on evening and weekends, therefore including these two spaces, there are two (2) additional extra parking spaces available onsite. Please refer to **Appendix C** for the parking discussion with the County.

6.0 Proposed Official Plan and Zoning By-law Amendments

The following are the proposed Official Plan and Zoning By-law Amendments for the Subject Property located at 724 Centre Line (County Road 24), described as Lot 18, Concession 4, Smith Ward in the Township of Selwyn in the County of Peterborough. Refer to **Figure 7** for the proposed Zoning By-law Amendment Schedule.

Official Plan Amendment

OPA #XX..... (Local – Centre Line – In Process)

6.2.1.8 Special Policy for Townships

a) Township of Selwyn

ii) 724 Centre Line – Roll 151602000739400

Notwithstanding the policies of Section 6.2.1 to the contrary, on those lands located on Lot 18, Concession 4, Smith Ward, Township of Selwyn as shown on the land use schedule, a rental music hall, administrative office space, and an accessory residential unit shall be permitted.

Zoning By-law Amendment, Schedule B, Site Specific Exception Zone

XXX Community Facility Exception (CF-XX) Zone

Notwithstanding the provisions of the Community Facility (CF) Zone to the contrary within the CF-XX zone, the following provisions shall apply:

Permitted Uses

In addition to those uses permitted in Section 4.21 of this By-law, a rental music hall, administrative office space, an accessory residential unit, and a produce stand shall be permitted.

Regulations

<i>Maximum number of guests</i>	50
<i>Number of events permitted</i>	Two (2) to Three (3) events per month which must comply with on-site parking requirements as demonstrated on the concept plan dated August 21, 2020.
<i>Operating Season (Rental Music Hall)</i>	March 31 st to October 31 st
<i>Noise Curfew (amplified music)</i>	9:00 pm
<i>Maximum number of parking spaces</i>	Thirty One (31), inclusive of two (2) barrier free spaces
<i>Rear yard setback</i>	4.5 m

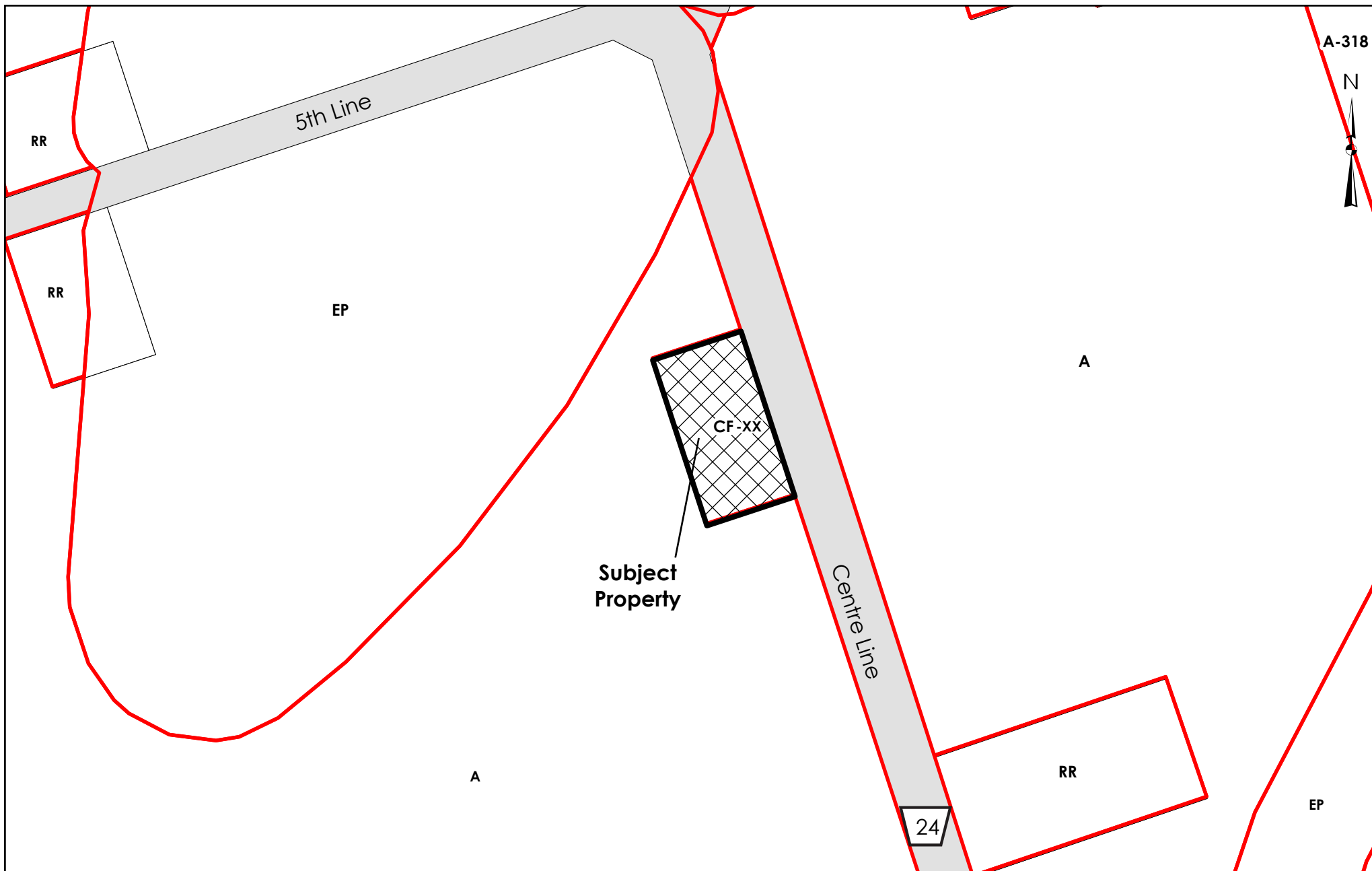






Figure 7
Proposed
Zoning By-law
Amendment Schedule



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K9J 0B9

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E. wills@dmwills.com

Legend

-  Lands to be Rezoned to Special Community Facility zone (CF-XX)
-  Existing Zoning
-  Parcel Fabric
-  Road

Drawn by:	AK
Checked by:	KH
Map Date	August 2020
Project No.	85060
Map File No.	
Scale	NAD83 UTM Zone 17 North
0 20 40 80	Meters

7.0 Closing

This report has been prepared in support of the Official Plan and Zoning By-law Amendments to permit the conversion of an existing church to a rental music hall, an existing rectory office into an administrative office space, the conversion of an education centre to an accessory residential unit, and the construction of a produce stand on the Subject Property in addition to the uses permitted in the Agricultural designation and Community Facility zoning. This report provided an analysis of the applicable provincial and local policy documents in the context of the Official Plan and Zoning By-law Amendments.

It is our opinion that the proposed development will not adversely impact the surrounding lands and that the proposed development conforms with the provincial direction of protecting agricultural lands and the viability of rural communities in the province.

Based on the background information, the features on site and the forgoing review of the relevant policies, it is our opinion that the proposed Official Plan and Zoning By-law Amendments are consistent with and conforms to provincial and municipal policies and constitutes as good planning.

Respectfully Submitted,

Written By:



Katherine Howes, M.Sc.
Land Use Planner

Reviewed By:



Diana Keay, MCIP RPP
Senior Land Use Planner

KH/DK/hd

Appendix A

Photographic Log

Client Name: John & Karen Curtis	Subject Property: 724 Centre Line, Part of Lot 18, Concession 4, Smith Ward, in the Township of Selwyn, in the County of Peterborough
----------------------------------	---

Photo Number: 1
Date: May 04, 2020
Direction Photo Taken: Northwest
Description: Subject Property entrance (foreground) and exist (background).



Photo Number: 2
Date: May 04, 2020
Direction Photo Taken: West
Description: Subject Property from Centre Line. Existing church and education centre.



Photo Number: 3
Date: May 04, 2020
Direction Photo Taken: West
Description: Subject Property exit and proposed garden and orchard space.



Photo Number: 4
Date: May 04, 2020
Direction Photo Taken: East
Description: Adjacent property to the east.



Photo Number: 5
Date: May 04, 2020
Direction Photo Taken: Northeast
Description: Adjacent property to the northeast.



Photo Number: 6
Date: May 04, 2020
Direction Photo Taken: Southwest
Description: Southwest view of the Subject Property with the area for the proposed gardens & orchard in the foreground.



Photo Number: 7
Date: May 04, 2020
Direction Photo Taken: North
Description: View of the adjacent field immediately north of the Subject Property.



Photo Number: 8
Date: May 04, 2020
Direction Photo Taken: West
Description: View of the adjacent field located immediately to the west of the Subject Property.



Photo Number: 9
Date: May 04, 2020
Direction Photo Taken: South
Description: View of the Subject Property from the northwest corner of the property.



Photo Number: 10
Date: May 04, 2020
Direction Photo Taken: Southeast
Description: View of existing church, rectory office and education centre from west property boundary.



Photo Number: 11
Date: May 04, 2020
Direction Photo Taken: South
Description: View of the property located immediately south of the Subject Property. No livestock or barn present.



Photo Number: 12
Date: May 04, 2020
Direction Photo Taken: East
Description: View of the existing church and rectory office, with the north parking lot and proposed area for the gardens and orchard in the background.



Photo Number: 13
Date: May 04, 2020
Direction Photo Taken: South
Description: View of the existing rectory office, education centre and drive aisle from the western property boundary.



Photo Number: 14
Date: May 04, 2020
Direction Photo Taken: South
Description: View of the property immediately south of the Subject Property.



Photo Number: 15
Date: May 04, 2020
Direction Photo Taken: East
Description: View of the existing education centre with the existing septic system in the foreground.



Photo Number: 16
Date: May 04, 2020
Direction Photo Taken: East
Description: View of the southern property boundary.



Photo Number: 17
Date: May 04, 2020
Direction Photo Taken: North
Description: View of front of the existing education centre.



Photo Number: 18
Date: May 04, 2020
Direction Photo Taken: West
Description: View of the southern property boundary with the existing well and education centre in the foreground.



Photo Number: 19

Date:
May 04, 2020

Direction Photo Taken:
North

Description:

View of the southern
façade of the existing
church and rectory
office.



Photo Number: 20

Date:
May 04, 2020

Direction Photo Taken:
Southwest

Description:

The existing education
centre (proposed
residence).



Photo Number: 21

Date:
May 04, 2020

Direction Photo Taken:
Northwest

Description:

View of the drive aisle
between the existing
rectory office and
education centre.



Photo Number: 22

Date:
May 04, 2020

Direction Photo Taken:
South

Description:

View of the existing
south parking lot.



Photo Number: 23
Date: May 04, 2020
Direction Photo Taken: North
Description: View of existing overgrown north parking lot.



Photo Number: 24
Date: May 04, 2020
Direction Photo Taken: West
Description: View of existing entrance to the church.



Photo Number: 25
Date: May 04, 2020
Direction Photo Taken: Southeast
Description: View of entrance to the Subject Property.



Photo Number: 26
Date: May 04, 2020
Direction Photo Taken: South
Description: View of the property located southeast of the Subject Property.



Photo Number: 27
Date: May 04, 2020
Direction Photo Taken: East
Description: View of the property located directly east of the Subject Property.



Photo Number: 28
Date: May 04, 2020
Direction Photo Taken: South
Description: View of the residential property located South of the Subject Property.



Appendix B

MDS Calculations

Minimum Distance Separation I

Worksheet 1

Prepared By: Katherine Howes, Land Use Planner, D.M. Wills Associates Ltd.

Description: 724 Centre Line ZBA & OPA
Application Date: Application Thursday, August 20, 2020
Municipal File Number:
Proposed Application: New or expanding zone or designation for a residential use outside of a settlement area (e.g. estate or rural residential)
 Type B Land Use

Applicant Contact Information
 John & Karen Curtis
 724 Centre Line
 Township of Selwyn, ON, Canada K9J 6X5
 Phone #1: 705-875-8003
 Phone #2: 705-917-3677
 Email: watersedge13@gmail.com

Location of Subject Lands
 County of Peterborough, Township of Smith-Ennismore-Lakefield
 SMITH, Concession: 4, Lot: 18
 Roll Number: 151602000739400

Calculation Name: *Farm 1*
Description: 1280 Fifth Line

Farm Contact Information
 Robert Sharpe

Location of existing livestock facility or anaerobic digester
 County of Peterborough, Township of Smith-Ennismore-Lakefield
 SMITH, Concession: , Lot:
 Roll Number: 151602000747600
 Total Lot Size: 62 ha

The barn area is an estimate only and is intended to provide users with an indication of whether the number of livestock entered is reasonable.

Manure Type	Type of Livestock/Manure	Existing Maximum Number	Existing Maximum Number (NU)	Estimated Livestock Barn Area
Solid	Beef, Cows, including calves to weaning (all breeds), Yard/Barn	36	36.0	167 m ²

Existing Manure Storage: V3. Solid, outside, no cover, >= 30% DM

Design Capacity (NU): 36.0

Potential Design Capacity (NU): 108.0

Factor A (Odour Potential)	Factor B (Size)	Factor D (Manure Type)	Factor E (Encroaching Land Use)	Building Base Distance 'F' (minimum distance from livestock barn)	(actual distance from livestock barn)
0.7	X 324.37	X 0.7	X 2.2	= 350 m (1147 ft)	894 m (2933 ft)

Storage Base Distance 'S' (minimum distance from manure storage)	(actual distance from manure storage)
350 m (1147 ft)	894 m (2933 ft)

Calculation Name: *Farm 2*
Description: 1444 Fifth Line

Farm Contact Information
 Meryl Cockburn

Location of existing livestock facility or anaerobic digester
 County of Peterborough, Township of Smith-Ennismore-Lakefield
 SMITH, Concession: , Lot:
 Roll Number: 151602000749400
 Total Lot Size: 40.5 ha

The barn area is an estimate only and is intended to provide users with an indication of whether the number of livestock entered is reasonable.

Minimum Distance Separation I

Worksheet 1

Prepared By: Katherine Howes, Land Use Planner, D.M. Wills Associates Ltd.

Manure Type	Type of Livestock/Manure	Existing Maximum Number	Existing Maximum Number (NU)	Estimated Livestock Barn Area
Solid	Beef, Cows, including calves to weaning (all breeds), Yard/Barn	55	55.0	255 m ²

Existing Manure Storage: V3. Solid, outside, no cover, >= 30% DM

Design Capacity (NU): 55.0

Potential Design Capacity (NU): 165.0

Factor A (Odour Potential)	Factor B (Size)	Factor D (Manure Type)	Factor E (Encroaching Land Use)	Building Base Distance 'F' (minimum distance from livestock barn)		Storage Base Distance 'S' (minimum distance from manure storage)
0.7	X	376.24	X	0.7	X	2.2
				=	406 m (1331 ft)	571 m (1873 ft)

Calculation Name: **Farm 3**
Description: 1472 Fifth Line

Farm Contact Information
Neil Jewell

Location of existing livestock facility or anaerobic digester
County of Peterborough, Township of Smith-Ennismore-Lakefield
SMITH, Concession: , Lot:
Roll Number: 151602000740200
Total Lot Size: 61 ha

The barn area is an estimate only and is intended to provide users with an indication of whether the number of livestock entered is reasonable.

Manure Type	Type of Livestock/Manure	Existing Maximum Number	Existing Maximum Number (NU)	Estimated Livestock Barn Area
Solid	Beef, Cows, including calves to weaning (all breeds), Yard/Barn	96	96.0	446 m ²

Existing Manure Storage: V3. Solid, outside, no cover, >= 30% DM

Design Capacity (NU): 96.0

Potential Design Capacity (NU): 288.0

Factor A (Odour Potential)	Factor B (Size)	Factor D (Manure Type)	Factor E (Encroaching Land Use)	Building Base Distance 'F' (minimum distance from livestock barn)		Storage Base Distance 'S' (minimum distance from manure storage)
0.7	X	457.22	X	0.7	X	2.2
				=	No existing livestock barn	973 m (3192 ft)

Calculation Name: **Farm 4**
Description: 1485 Fifth Line

Farm Contact Information
Don Cockburn

Location of existing livestock facility or anaerobic digester
County of Peterborough, Township of Smith-Ennismore-Lakefield
SMITH, Concession: , Lot:
Roll Number: 151602000740200
Total Lot Size: 38 ha

The barn area is an estimate only and is intended to provide users with an indication of whether the number of livestock entered is reasonable.

Minimum Distance Separation I

Worksheet 1

Prepared By: Katherine Howes, Land Use Planner, D.M. Wills Associates Ltd.

Manure Type	Type of Livestock/Manure	Existing Maximum Number	Existing Maximum Number (NU)	Estimated Livestock Barn Area
Solid	Beef, Cows, including calves to weaning (all breeds), Yard/Barn	50	50.0	232 m ²

Existing Manure Storage: V3. Solid, outside, no cover, >= 30% DM

Design Capacity (NU): 50.0

Potential Design Capacity (NU): 150.0

Factor A (Odour Potential)	Factor B (Size)	Factor D (Manure Type)	Factor E (Encroaching Land Use)	Building Base Distance F' (minimum distance from livestock barn)	Storage Base Distance 'S' (minimum distance from manure storage)
0.7	X	363.89	X	0.7	X
				2.2	
				=	
				392 m (1287 ft)	828 m (2717 ft)
				392 m (1287 ft)	828 m (2717 ft)

Calculation Name: **Farm 5**

Description: 1273 Sixth Line

Farm Contact Information

Mike Fallis

Location of existing livestock facility or anaerobic digester

County of Peterborough, Township of Smith-Ennismore-Lakefield

SMITH, Concession: , Lot:

Roll Number: 151602000747800

Total Lot Size: 22 ha

The barn area is an estimate only and is intended to provide users with an indication of whether the number of livestock entered is reasonable.

Manure Type	Type of Livestock/Manure	Existing Maximum Number	Existing Maximum Number (NU)	Estimated Livestock Barn Area
Solid	Beef, Cows, including calves to weaning (all breeds), Yard/Barn	105	105.0	488 m ²

Existing Manure Storage: V3. Solid, outside, no cover, >= 30% DM

Design Capacity (NU): 105.0

Potential Design Capacity (NU): 210.0

Factor A (Odour Potential)	Factor B (Size)	Factor D (Manure Type)	Factor E (Encroaching Land Use)	Building Base Distance F' (minimum distance from livestock barn)	Storage Base Distance 'S' (minimum distance from manure storage)
0.7	X	409.37	X	0.7	X
				2.2	
				=	
				441 m (1448 ft)	1509 m (4951 ft)
				441 m (1448 ft)	1509 m (4951 ft)

Calculation Name: **Unoccupied Barn**

Description: 830 Centre Line

Farm Contact Information

Joan Leonard

Location of existing livestock facility or anaerobic digester

County of Peterborough, Township of Smith-Ennismore-Lakefield

SMITH, Concession: , Lot:

Roll Number: 151602000748000

Total Lot Size: 40 ha

The barn area is an estimate only and is intended to provide users with an indication of whether the number of livestock entered is reasonable.

Minimum Distance Separation I

Worksheet 1

Prepared By: Katherine Howes, Land Use Planner, D.M. Wills Associates Ltd.

Manure Type	Type of Livestock/Manure	Existing Maximum Number	Existing Maximum Number (NU)	Estimated Livestock Barn Area
Solid	Unoccupied Livestock Barn, -	482 m ²	24.1	482 m ²

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

Design Capacity (NU): 24.1

Potential Design Capacity (NU): 48.2

Factor A (Odour Potential)	Factor B (Size)	Factor D (Manure Type)	Factor E (Encroaching Land Use)	Building Base Distance 'F' (minimum distance from livestock barn)	Building Base Distance 'F' (actual distance from livestock barn)
1.0	X	256.4	X	0.7	X
				2.2	
				=	
					395 m (1295 ft)
					798 m (2618 ft)

Storage Base Distance 'S'
(minimum distance from manure storage)

No storage present



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

Preparer Information

Katherine Howes
Land Use Planner
D.M. Wills Associates Ltd.
150 Jameson Drive
Peterborough, ON, Canada K9J 0B9
Phone #1: 705-742-2297
Fax: 705-748-9944
Email: khowes@dmwills.com

Signature of Preparer: _____

Katherine Howes, Land Use Planner

Date: _____

August 20th 2020

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.

Appendix C

Correspondence



Mon 3/02/20 9:39 AM

Robinson, Caitlin <CRobinson@ptbocounty.ca>

RE: 724 Centre Line: Official Plan & Zoning By-law Amendment Application - Update

To Katherine Howes; John Curtis

Cc Rob Lamarre; Mudd, Iain; Saccoccia, Doug; Darling, Kyle; Donald Allin; planning@selwyntownship.ca

You replied to this message on 3/02/20 11:06 AM.

Hello Katherine,

Thank you for providing the updated site plan and breakdown of parking requirements.

The County and Township have considered the parking requirements of the proposed uses against the parking requirements of the existing uses. No additional parking spaces are required as a result in the change of use of both buildings and consequently we would not need a storm water management report. Only a grading plan is required.

Thank you,

Caitlin Robinson, B.E.S., MCIP, RPP
Planner
Peterborough County
T: 705-743-0380 ext. 2403

From: Katherine Howes <khowes@dmwills.com>

Sent: February 27, 2020 9:06 AM

To: Robinson, Caitlin <CRobinson@ptbocounty.ca>; John Curtis <watersedge13@gmail.com>

Cc: Rob Lamarre <rlamarre@selwyntownship.ca>; Mudd, Iain <IMudd@ptbocounty.ca>; Saccoccia, Doug <DSaccoccia@ptbocounty.ca>; Darling, Kyle <KDarling@ptbocounty.ca>; Donald Allin <dallin@otonabee.com>; planning@selwyntownship.ca

Subject: RE: 724 Centre Line: Official Plan & Zoning By-law Amendment Application - Update

Good Morning Caitlin,

Please find attached the updated site plan which illustrates that the subject property can currently accommodate 31 spaces on the existing gravel/overgrown gravel parking lot. The Subject Property is serviced by a one way entrance/exit and as requested, the dimensions of the parking spaces are included on the drawing and comply with section 3.29.1 of the zoning by-law.

Section 3.29 of The Township of Selwyn Zoning By-law notes the following requirements for parking spaces:

Residential: 2 spaces for every dwelling unit (2 spaces)

Business, Professional or Administrative Office Space: 1 space for every 23 sq. m of gross floor area (the rectory office building is 79.27 sq. m). 3.44 spaces (3 spaces)

Place of Entertainment (Church/ Music Hall): 1 space for every 2 persons of design capacity. (based on the lower design capacity of 75 people- 38 spaces)

Total required onsite: 43 spaces.

Special Needs Parking: Minimum of 2 spaces (6 m length and 3.5 m width with a 1.2 m aisle)

Provided that the office is only going to be used by Karen and occasionally John (the property owners), and not during the hours of operation of the Music Hall, the 3 spaces required by the zoning by-law are negligible as Karen will have her personal vehicle parked in one of the two required residence parking spaces. With respect to the parking spaces required for the church/music hall, John and Karen will only permit a maximum of 50 people into the Music Hall and therefore the Subject Property should only have to accommodate 25 parking spaces for this proposed use.

Therefore as the attached site plan shows, the Subject Property can accommodate the required 2 parking spaces for the residence and the 25 parking spaces to accommodate the use of the Music Hall, with 4 parking spaces to spare.

If you require any additional information, please let me know.

Thank you for your time and I look forward to receiving your feedback.

Best regards,

Katherine



Katherine Howes, MSc. Land Use Planner
D.M. Wills Associates Limited – Now home of



150 Jameson Drive · Peterborough ON · K9J 0B9
Tel: (705) 742-2297 ext. 252 · Fax: (705) 748-9944

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September 15, 2020

P.O. Box 270
Bridgenorth, ON
K0L 1H0

**Attention: Jeannette Thompson, MCIP, RPP
Planner, Township of Selwyn**

Dear Ms. Thompson:

**Re: Official Plan & Zoning By-law Amendments
Part of Lot 18, Concession 4, Smith Ward – 724 Centre Line
Response to Township & County Comments
D.M. Wills Associates Project No. 19-85060**

Further to the September, 14, 2020 letter received from Caitlin Robinson, Planner, County of Peterborough and Jeannette Thompson, Planner, Township of Selwyn, please find responses to the items identified as follows:

- Comment 1 A Proposed Official Plan amendment schedule was not provided.**
- Response 1** A proposed Official Plan amendment schedule is enclosed for your review.
- Comment 2 At the pre-consultation meeting held on September 17, 2019, a draft of the amendment text and schedule was requested and a copy of the County's OPA template was provided. A completed copy of the OPA template was not provided with the submission.**
- Response 2** A draft of the amendment text utilizing the County's OPA template is enclosed for your review.
- Comment 3 The Township was not provided with the supporting materials/documents.**
- Response 3** Two (2) hard copies of the supporting materials/documents and a USB containing the digital submission are enclosed as per your request.
- Comment 4 The cheque provided to the Township of Selwyn in payment of the application fees is payable to the County of Peterborough. Please provide payment directly to the Township of Selwyn in the amount of \$ 1,588.65.**

Response 4 A cheque made payable to the Township of Selwyn is enclosed as requested.

Comment 5 **Section 7.9 of the Official Plan was not considered in the Planning Justification Report.**

Response 5 Consideration for Section 7.9 is provided below:

7.9.1 The need for the proposed use.

With respect to an identified need, the Owner's have been involved in the Peterborough area music community for some time and the availability of affordable rental music halls for young musicians has been identified as a need within this community. The Owners were diligent in researching appropriate properties for the proposed uses, and provided that the Fariview United Church has the existing acoustic infrastructure and served a similar purpose (the congregation of people for song and prayer), the Owners felt that the proposed development of a rental music hall was appropriate. Policy 1.1.4.1 (f) of the PPS states:

"Healthy, integrated and viable rural areas should be supported by promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources."

The proposed development conforms to the above policy as it is proposing several uses that will contribute to the economic health of the surrounding community.

Policy 1.1.5.2 of the PPS notes the following:

"On rural lands located in municipalities, permitted uses are:

c) residential development, including lot creation, that is locally appropriate."

Provided that the proposed development includes, in part, the repurposing and retrofitting of an existing structure for residential development, that is locally appropriate, conformity to this policy of the PPS has been satisfied.

Policy 1.1.5.7 of the PPS states:

"Opportunities to support a diversified rural economy should be promoted by protecting agricultural and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses."

Policy 1.1.5.8 of the PPS notes that:

New land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the minimum distance separation formulae.

As previously noted, the proposed development on the Subject Property complies with the MDS setbacks and protects agricultural land uses as no further land is being taken out of agricultural production to support the proposed development.

The proposed development serves to preserve and enhance the Subject Property. The Fairview United Church served much of the local agricultural community for over 140 years. The proposed use as a rental music hall will continue to serve the surrounding community's cultural and social needs by providing a place for young local musicians to practice their craft while the local community can enjoy local musical performances.

Additionally, with respect to the Owner's existing landscaping business, the Subject Property is central to existing clientele. In relocating to the Subject Property, the existing landscaping business can continue to serve existing clientele in an efficient manner and serve the local community's landscaping needs.

The Owner's have taken special care to tailor the proposed development to the property to ensure that it best conforms to the surrounding community character. The establishment of gardens, orchard and small produce stand serves to better integrate the Subject Property with the surrounding agricultural lands than what is currently existing.

Furthermore, it is important to note that no additional land is being proposed to accommodate the proposed uses, as the land has been developed for institutional uses for 148 years. Therefore, the proposed amendments support the provision of maintaining and protecting agriculture and providing a diverse rural economic base.

7.9.2. *The extent to which the existing designated areas in the proposed categories are developed, and the nature and adequacy of such existing development.*

The proposed development will utilize the existing infrastructure to permit the proposed uses. No new buildings are proposed. The proposed development looks to preserve and enhance the Subject Property.

7.9.3 The physical suitability of the land for such proposed use, taking into consideration potential for hazard, environmental areas etc.

The Subject Property is not located in an area that contains any environmental features or hazardous lands. The Subject Property has been historically developed and no new development is proposed with the exception of personal gardens and an orchard.

7.9.4 The location of the area under consideration with respect to the existing roads system, vehicular and pedestrian traffic, water supply and sewage disposal, and the protection of the natural environment.

A traffic impact brief was submitted with the application where it demonstrated that the proposed change in use will not negatively impact Centre Line. Additionally a servicing options brief was submitted that demonstrated that the proposed development can be supported by the existing well and an upgraded septic system. No environmental features are located on the Subject Property.

7.9.5 The compatibility of the proposed use with the uses in adjoining areas.

The Subject Property is surrounded by agricultural and rural residential uses. Given the agricultural nature of the area, the existing residential dwellings developed along Centre Line and Fifth Line are considered incompatible and sensitive land uses within the agricultural context of the area. It is acknowledged that the residential development has existed for many years and predates the current provincial policy. However, the issue remains that the existing residential development is located in a predominately agricultural area and will impact the use of the surrounding properties due to Minimum Distance Separation (MDS). However the proposed accessory residential unit will not further hinder on agricultural uses in the area as it complies with MDS setbacks.

The Subject Property has been developed for 148 years and has served as a gathering place for the community. However the needs of rural communities continues to evolve and change. With respect to serving the local community, the Fairview United Church had been underutilized for some time and it is argued that the proposed use of a rental music hall and a small administrative office for the Owners' existing landscape business would better serve the surrounding community while producing the same, if not less noise generation and demand on traffic, services and parking.

The proposed use of an accessory residential unit arguably is more compatible with the existing agricultural area than the listed permitted use of a private hospital, as it would draw less traffic, have less human occupancy in proximity to normal farm practices, and would not require additional investments in infrastructure and rural services that are currently not available to the Subject Property.

7.9.6 The effect of the proposed use on the surrounding area regarding possible depreciation of adjacent properties.

The proposed development looks to provide for recreational opportunities for the surrounding landscape (rental music hall). Additionally, the seasonal produce stand looks to service the local community as well. Provided these potential benefits to the community, the proposed development will not have a negative impact on the value of adjacent properties, especially considering the alternative of leaving a historic building to become derelict.

7.9.7 The potential effect of the proposed use on the financial position of the Township.

The proposed development will have a positive impact on the financial position of the Township as the use of the property will be commercial and residential, as opposed to remaining vacant.

7.9.8 Consideration of the soil compatibility for agriculture and the potential impacts on surrounding agricultural uses and operations.

Section 3.2.3 – Alternative Locations within Publication 851, *Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas*, notes the following:

Depending on local circumstances, sites with a previous non-agricultural use may be considered lower-priority agricultural areas for the purpose of identifying alternative locations. Adaptive reuse of sites with commercial or industrial zoning could be suitable and would avoid greenfield development. Significantly-disturbed sites that cannot be returned to an agricultural use could be considered lower-priority areas."

Section 3.1.2 of Publication 851 additionally provides several factors to consider when identifying lower-priority agricultural lands for potential alternative settlement areas locations, including (in part) the following:

- Current use of land;
- Degree of fragmentation of the agricultural land base by non-agricultural uses;

- Farm parcel size relative to the type of agriculture in the area (e.g., cash crops and livestock farms generally require large parcels while speciality crops may not); and,
- Presence, use and capital investment in farm buildings and infrastructure.

With respect to the Subject Property and the factors listed above, the viability of the Subject Property to be used for agricultural purposes is limited. The existing parcel size and the capital investment required to prepare the lands (removal of existing buildings/ infrastructure and fence rows) would not be sensible given that the common form of agricultural activity in the area is beef farming and cash crops. The Owners proposed development of establishing gardens and an orchard on the property is a more sensible form of agriculture, tailored to the Subject Property.

7.9.9 Where the proposal involves taking prime agricultural land out of production, the planning justification requirements of the Provincial Policy Statement shall be addressed.

Specific policies for land use in prime agricultural areas are provided in Section 2.3 of the PPS. These policies generally speak to the establishment of new land uses in the prime agricultural area; and restrict such uses to those which are agricultural, agriculture-related or on-farm diversified (2.3.3.1). However the PPS does not specifically contemplate existing land uses and lots which are not of an agricultural nature.

Notwithstanding that, the existing use of the lot is institutional and the property would not be suitable for agricultural purposes given the reduced lot size and existing development. Further, the PPS does provide policies for limited proposed non-agricultural uses.

Under Section 2.3.6.1 of the Provincial Policy Statement, planning authorities may only permit non-agricultural uses in prime agricultural areas for limited non-residential uses subject to four (4) criteria:

- 1) *the land does not comprise a speciality crop area;*

Upon site inspection and reviewing the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) Agricultural Land Base Map, it was determined that the Subject Property does not comprise a speciality crop area.

- 2) *the proposed use complies within minimum distance separation formulae;*

As stipulated in *Publication 853, The Minimum Distance Separation (MDS) Document*, MDS I calculations were completed for the proposed Type B land use. Therefore six (6) existing farms within 1500 metres of the Subject Property were investigated. As a result of the investigation, it was found that there are currently five (5) active beef farms within this area and one (1) unoccupied livestock barn. MDS calculations were completed for these identified properties and it was determined that the Subject Property complies with the various stipulated MDS 1 setbacks.

- 3) *there is an identified need within the planning horizon provided for in policy 1.1.2 for additional land to accommodate the proposed use; and*

Please refer item 7.9.1 above.

- 4) *alternative locations have been evaluated, and,*
- i. *there are no reasonable alternative locations which avoid prime agricultural areas; and,*
 - ii. *there are no reasonable alternative locations in prime agricultural areas with lower priority agricultural lands.*

The owners investigated six (6) properties, as outlined in the Planning Justification Report. In addition to the above properties, the Owners investigated a number of residential properties in the Peterborough area, however they were unsuccessful in finding a property that could accommodate all of the proposed uses on one (1) property. To reiterate, the Subject Property is situated in the most optimal location to serve the Owners current landscaping clients, and has the existing infrastructure and space onsite to accommodate the proposed development. Therefore, several alternative locations were investigated however, it was found that there are no reasonable alternative locations which avoid prime agricultural areas.

7.9.10 *The Minimum Distance Separation requirements of the Provincial Policy Statement shall be met for new uses being proposed in proximity to existing livestock facilities.*

As provided in the Planning Justification Report, the Subject Property and the proposed development comply with the MDS setbacks.

7.9.11 *Demonstration of how the proposal conforms to the Provincial Growth Plan.*

Policy 2.2.9.1 of the Growth Plan for the Greater Golden Horseshoe states that “Municipalities are encouraged to plan for a variety of cultural and

economic opportunities within rural settlements to serve the needs of rural residents and area businesses." Although not located within a rural settlement area, the Subject Property historically served the rural residents in its vicinity. As the demographics of rural communities continue to shift, so does the needs of those communities. In an article published in the November 2018 Ontario Professional Planners Institute (OPPI) Journal, it stated that *"There are an estimated 27,000 religious buildings in Canada. By the time we arrive at 2025, it is expected that 9,000 places of worship will close across Canada."* The article further states that *"An interest in organized religion has been on the decline for a number of years, with 25% of citizens now identifying themselves as religiously unaffiliated."* As these religious buildings become vacant, repurposing them to better serve the changing needs of communities is vital. The proposed development is an example of repurposing and serving such a need. The proposed rental music hall will continue to meet community needs and foster neighbourly connections as the church's religious services have historically.

The proposed amendments additionally represent efficient development and land use patterns as the Subject Property has an existing entrance and exit off of a municipally serviced road and can be supported by the existing well located on the Subject Property as concluded in the Servicing Options Report. The proposed amendments are additionally compatible with the rural landscape as concluded in the Traffic Brief.

With respect to Section 4.2.6, the Subject Property and the proposed development fulfil all four requirements as outlined in PPS Policy 2.3.6, Non-Agricultural Uses in Prime Agricultural Areas to allow for limited non residential uses in prime agricultural areas as it:

- 1) Is not located in a speciality crop area;
- 2) Complies with minimum distance separation formulae;
- 3) There is a proposed need within the planning horizon for additional lands to accommodate the proposed use; and,
- 4) Alternative locations have been evaluated and there are no reasonable alternative locations for the proposed development.

With respect to Section 4.2.7, as previously mentioned the proposed development additionally complies with Policy 1.7.1 e) of the PPS, as it encourages *"a sense of place, by promoting well-designed built form and cultural planning, and by conserving features that help define character, including built heritage resources and cultural heritage landscapes."* The Fairview United Church has been a cultural landmark of the area for 148 years. The proposed development serves to preserve and enhance this landmark to better serve the community for the future.



Jeannette Thompson, MCIP, RPP, Planner, Town of Selwyn
Page 9 of 9
September 15, 2020

I trust the above is satisfactory for your purposes. Please feel free to contact our office if you have any questions.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'KH'.

Katherine Howes, MSc.
Land Use Planner

KH/DK/bam

Encl.



November 16, 2020

D.M. Wills Associates Limited
c/o Katherine Howes
150 Jameson Drive
Peterborough, ON K9J 0B9

via email

Dear Ms. Howes,

**Re: Applications for Official Plan & Zoning By-law Amendments
724 Centre Line, Smith Ward
Peer Review, Agency & Public Comments
County File No. 15OP-20009, Township File No. C-10-20**

County and Township staff had an opportunity to review peer review and agency comments together with reviewing the Planning Report submitted in support of the above noted applications and at this time we would like to offer the following comments.

Please note the 'comment summary' is based on staff interpretation. Full correspondence submitted by an agency is attached and should be read in its entirety.

Agency & Peer Review Comments (attached):

Peterborough Public Health dated October 8, 2020

Comment Summary: No objection to the applications. An Existing Sewage System permit is required prior to the issuance of a building permit.

Engineering and Natural Heritage Review completed by ORCA dated October 26, 2020

Comment Summary: No objection to the applications. ORCA technical staff do not foresee any negative impacts to overall stormwater management of the site and are of the opinion that the applications are consistent with Section 3.1 of the Provincial Policy Statement (PPS), referencing Natural Hazards, Sections 2.1 and 2.2 of the PPS referencing Natural Heritage and Water, and Sections 4.2.3 and 4.2.4 of the Growth Plan referencing Key Hydrologic Features.

Permits from ORCA will not be required for the proposed development.



Traffic Brief and Drainage Plan Review completed by County Engineering and Design dated October 28, 2020 (received November 4, 2020)

Comment Summary: A right turn lane warrant analyses is required to be carried out for both site entrances, please confirm that the existing site entrances meet visibility requirements, further clarification on the Proposed Drainage Plan and use of the produce stand is required. Please update the Drainage Plan to reflect the Commercial Site Access Standards.

County / Township Response: A total of seven (7) comments were provided. Please provide additional information as requested. Please note an entrance permit and sign permit can be submitted after the planning approval process.

Enbridge Gas Inc. dated November 6, 2020

Comment Summary: No objection to the applications.

Peer Review of Servicing Options Report by Stantec dated November 5, 2020 (received November 10, 2020)

Comment Summary: Stantec has no specific concerns in regard to the conclusions stated in the Site Servicing Options Report (SSOR), that based on the footprint / layout of the existing buildings there is sufficient space for two sewage disposal systems, comprised of septic tanks and filter beds, that meet minimum setback requirements. It is the responsibility of the retained sewage disposal system contractor to ensure that the minimum setbacks provided in the Ontario Building Code (OBC) are met.

Stantec has no specific concerns in regard to the conclusions stated in the SSOR, that based on D.M. Wills interpretation of the 1968 2 hour pumping tests that an adequate water supply is available from the existing well for the proposed residence, music hall and office space. D.M. Wills recommended that a current pumping test of the well be done to confirm if sufficient water volume is available to concurrently service the buildings needs and irrigation for the proposed gardens. The groundwater exhibits relatively good physical, chemical and biological quality under the Ontario Drinking Water Quality Standards, however treatment may be required for hardness and turbidity. If the proposed music hall will provide potable drinking water to guests / public, a Small Drinking Water System Permit must be obtained from PPH. It is also not anticipated that the proposed development will negatively affect surrounding water users wells.

County / Township Response: A permit application to Peterborough Public Health for the upgrade and for the new system will be required at the time of the building permit.



Public Comments (attached):

No public comments have been received to date.

Township & County Planning Comments

The County and Township have completed a coordinated review of the development proposal, considering the supporting documents, namely the Planning Justification Report (dated August 2020) together with the comments received during the initial set of agency review comments.

The property known as 724 Centre Line and the former Fairview United Church is subject to applications for an Official Plan Amendment (OPA) and Zoning By-law Amendment (ZBLA). Presently the lands are designated 'Prime Agriculture' and zoned 'Community Facility'. The intended use of the property for a rental music hall, administrative office for a landscaping business, gardens and orchard with a produce stand, and an accessory residential dwelling is not permitted in the current designation and zone on the property.

It is proposed that the music hall will be rented two to three times a month on Fridays from 7:00 p.m. to 9:00 p.m. and will accommodate a maximum of 50 people. The administrative office will be operated by the owners of the property who run a landscaping business. There will be no storage of materials or equipment onsite with the exception of the owner's trailer and pickup truck. The proposed garden/orchard will be for personal use with excess produce sold from a proposed produce stand.

The proposed OPA intends to add a site-specific policy to the subject property to allow a rental music hall, administrative office, and an accessory residential unit.

The proposed ZBLA intends to create an exception to the Community Facility Zone specific to the property that permits a rental music hall, administrative office, a seasonal produce stand, and an accessory residential unit, in addition to the uses permitted in the CF Zone.

The County and Township have completed their review of the Planning Report based on the applicable policies of the Provincial Policy Statement, Growth Plan, County Official Plan, and Township Comprehensive Zoning By-law.

Provincial Policy Statement

The Planning Justification Report assessed the applications within the context of the 2020 Provincial Policy Statement (PPS), in particular Sections 1.1.4, 1.1.5, 1.2.6, 1.3,

1.4, 1.7, 2.3 and 2.6 of the PPS. Please note that Section 1.1.5 of the PPS is not relevant to this proposal given the lands are located in a prime agricultural area.

Section 2.3.6.1 states "Planning authorities may only permit non-agricultural uses in prime agricultural areas for:

- b) limited non-residential uses, provided that all of the following are demonstrated:
 - 1. the lands does not comprise a specialty crop area;
 - 2. the proposed use complies with the minimum distance separation formulae;
 - 3. there is an identified need within the planning horizon provided for in policy 1.1.2 for additional land to accommodate the proposed use; and
 - 4. alternative locations have been evaluated, and
 - i. there is no reasonable alternative locations which avoid prime agricultural areas; and
 - ii. there are no reasonable alternate locations in prime agricultural areas with lower priority agricultural lands."

Overall, staff do not have any concerns with the proposed redevelopment of the subject property. It has been adequately demonstrated that there is no alternate locations outside the prime agricultural area to accommodate the proposed uses on the property. Based on the former use of the subject property as a church as well as the size of the property, it has been shown that the proposed uses do not compromise the surrounding agricultural area – the property is not considered a specialty crop area, the proposed uses comply with minimum distance separation requirements and the property is not considered priority agricultural lands. The need for the proposed rental music hall has been demonstrated and takes advantage of an underutilized building that offers similar acoustic infrastructure required for a music hall.

Section 2.6.3.1 b) makes the distinction that non-residential uses may be permitted in prime agriculture areas, provided the four tests are met. The Planning Justification Report did not touch on the need for the residential unit, but opined that the accessory residential unit will allow the owners to better steward the property, as well as foster compact, multi-use development. In addition, the Planning Justification Report reviewed the proposal within the context of Section 1.1.4.1 of the PPS and states that the proposal builds upon the rural character of the area and leverages rural amenities and assets provided in subsection (a), by utilizing and preserving the exterior of the existing buildings. In addition to the repurposing of the existing building, the proposal takes advantage of the rural infrastructure available provided in subsection (e), by using the existing well, entrances and gravel surfaces for parking. The proposal also appears to promote regeneration provided in subsection (b). As described in the Planning Justification Report, "as the demographics of rural communities continue to

shift, so does the needs of those communities...as religious buildings become vacant, repurposing them to better serve the changing needs of the community is vital.”

Growth Plan for the Greater Golden Horseshoe

The Planning Justification Report assessed the applications within the context of the Growth Plan for the Greater Golden Horseshoe 2019 (Growth Plan), in particular Section 1.2.3. Section 1.2.3 of the Growth Plan states “where the policies of this Plan address the same. Similar, related, or overlapping matters as policies in the PPS, applying the more specific policies of this Plan satisfies the requirements of the more general policies in the PPS.”

Section 4.2.6.3 of the Growth Plan provides more specific policies related to the minimizing or mitigating adverse impacts on the Agricultural System where agricultural uses and non-agricultural uses interface. The Planning Justification Report supports this policy by providing that, “the impact of non-agricultural uses in the prime agricultural area was established 148 years ago when the church was constructed [and] the owners have tailored their proposal to the existing infrastructure onsite and intend to preserve the character of the area by maintaining the facades of the existing buildings.”

County of Peterborough Official Plan – Local Component

The County and Township have completed their review using the policies of the Prime Agriculture designation (S.6.2.1) and Criteria for Assessing Official Plan Amendment Applications (S.7.9).

The property is located within the Prime Agriculture designation. The predominant use of land within the Prime Agriculture designation is for agricultural uses, farm related activities and forestry uses. The official plan amendment proposes to place the subject property in a Special Policy Area of the Prime Agriculture designation to allow additional permitted uses on the subject property including the primary use of the property as a rental music hall, administrative office space, and an accessory residential unit.

Non-agricultures uses may be permitted provided alternative locations within areas designated other than Prime Agriculture are not available and there are no reasonable alternative locations in prime agricultural areas with lower priority agricultural lands.

The personal garden and produce stand was not included in the proposed Special Policy. A produce stand would be permitted as a secondary use to an agricultural operation or as an agriculture-related use. It is our opinion that the produce stand be included as part of the Special Policy since the primary use of the subject property is not agriculture.



When considering an Amendment, Section 7.9.4 looks at:

- a) The adequacy of the existing and proposed highway system and municipally owned and maintained roads in relation to the development of such proposed areas;
- b) The convenience and accessibility of the site for vehicular and pedestrian traffic and the traffic safety in relation thereto;
- c) The adequacy of the potable water supply, sewage disposal facilities, and other municipal services in view of the policies contained in Section 7.3 of this Plan and in accordance with technical reports or recommendations which the Township shall request...; and
- d) Opportunities for the protection and enhancement of the natural environment.

Comments from the County's Engineering and Design Department indicate that the adequacy of the existing and proposed highway system has not been sufficiently addressed. A right turn lane warrant analysis is required and more information on the operation of the produce stand is required. Although the Planning Justification Report indicates the gardens/orchard will be for personal use and extra produce will be offered for sale through an unattended produce stand, the proposed garden area takes up one third of the subject property. Some consideration into the amount of visitors that could be expected should be included as part of the traffic analysis or ways in which to regulate the produce stand should be recommended.

Township of Selwyn Comprehensive Zoning By-law

The application contemplates an amendment to the Township's Zoning By-law which would change the zone category on the subject property from the 'Community Facility' Zone to site-specific 'Community Facility Exception' Zone to allow, in addition to the permitted uses, a rental music hall, administrative office space, an accessory residential unit, and a seasonal produce stand.

The proposed zoning by-law amendment should consider and provide regulations for the additional permitted uses. For example, the proposed zoning by-law should prohibit the outdoor storage of materials and equipment associated with the landscape business, providing a definition of a seasonal produce stand should be considered, etc.

Concept Plan & Drainage Plan

The Concept Plan and Drainage Plan illustrate the produce stand associated with the garden located at the back of the property. The location and size of the proposed signage associated with the produce stand should be illustrated on the Concept & Drainage Plan.



Please provide any correspondence related to the above noted items directly to the County and the Township.

Please do not hesitate to contact the undersigned if you have any questions.

Sincerely,

Caitlin Robinson

Caitlin Robinson, BES, MCIP, RPP
Planner
County of Peterborough

Jeannette Thompson

Jeannette Thompson, BSc, MCIP, RPP
Planner
Township of Selwyn

Cc: John and Karen Curtis, Owners (via email)
Iain Mudd, Manager of Planning, Peterborough County (via email)
Rob Lamarre, Manager of Building and Planning, Township of Selwyn (via email)

October 8, 2020

Caitlin Robinson, Planner – County of Peterborough
Jeannette Thompson, Planner – Township of Selwyn

Delivered by email to the above.

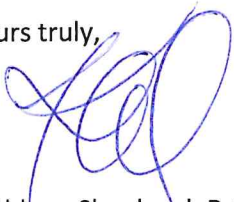
**RE: Official Plan Amendment File Number 15OP-20008 – Zoning By-Law Amendment C-10-20, 724
Centre Line, Township of Selwyn, Ward of Smith, County of Peterborough.**

To whom it may concern:

Please be advised that this office has no objection to the proposed Official Plan Amendment and Zoning By-Law Amendment, provided the owner applies and is approved for an Existing Sewage System permit prior to the issuance of a building permit.

If you have any questions I can be reached Monday to Friday from 8:30 a.m. to 9:30 a.m.

Yours truly,



Kathleen Shepherd, B.A.A., C.P.H.I. (C)
Public Health Inspector

:pp



October 26, 2020

Ms. Jeannette Thompson
Township of Selwyn
P.O. Box 270
Bridgenorth, Ontario K0L 1H0

Ms. Caitlin Robinson
County of Peterborough
470 Water Street
Peterborough, Ontario K9H 3M3

RE: County File No. 15OP-20008 & Selwyn Twp. File No. C-10-20, 724 Centre Line, Smith Ward, Township of Selwyn, Roll # 1516.020.007.39400, ORCA files PPLS-4347 & PPLS-4348

ORCA is in receipt of the above noted applications. The purpose of the applications are to amend the Local Component of the County Official Plan and the Township of Selwyn Zoning By-law in order to facilitate the redevelopment of the property. The proposed redevelopment of the property includes the following:

- Conversion of the former Fairview United Church to a rental music hall;
- Conversion of the former rectory office into an administrative office for the property owners existing landscaping business;
- Conversion of the education centre to an accessory residential unit for use by the property owners with the addition of a small rear yard deck; and,
- The establishment of recreational gardens and a small orchard on the balance of the property with the construction of a small seasonal produce stand.

As requested, ORCA technical staff have reviewed the following documents:

- Proposed Drainage Plan prepared by D.M. Wills dated August 24, 2020.

ORCA technical staff have reviewed the above noted document and drawing with regard to water quality & quantity and overland drainage. The proposed works include the change in land use from grassed area to gravel parking. The amount of new gravel parking is small with the majority of that area draining onto grassed surfaces. Since gravel is still a porous material, water will continue to infiltrate and ORCA technical staff don't foresee any negative impacts to overall stormwater management of the site.



In addition, Otonabee Conservation has reviewed the supplied information in accordance with our mandate and policies and offers the following comments.

Otonabee Conservation staff have reviewed the available mapping as it relates to natural hazards. The proposed development was found to be outside the area of any known flooding or erosion hazard. **Therefore, Otonabee Conservation is of the opinion that the application is consistent with Section 3.1 of the *Provincial Policy Statement (PPS)*, referencing Natural Hazards.**

Available mapping indicates the subject property is located beyond 120 metres of a key hydrological feature and outside of any natural heritage feature and its associated protective buffer. As such, **Otonabee Conservation is of the opinion that the proposed development is consistent with Sections 2.1 and 2.2 of the *Provincial Policy Statement* and conforms to section 4.2.3 and 4.2.4 of the Growth Plan for the Greater Golden Horseshoe.**

Otonabee Conservation mapping indicates that the property in question is outside the area regulated under Ontario Regulation 167/06, this Authority's 'Development, Interference with Wetlands and Alterations to Shorelines and Watercourses' regulation. Therefore, **permits from this agency will not be required for the proposed development.**

The application was also reviewed in consideration of the Trent Source Protection Plan (SPP) which was prepared under the 2006 Clean Water Act. It was determined that the subject property is not located within an area that is subject to the policies contained in the SPP.

Please contact me if you have any further questions or concerns.
Best Regards,

Planning and Development Officer
Otonabee Conservation

Cc: Andy Mitchell, Otonabee Conservation Board Member
Sherry Senis, Otonabee Conservation Board Member



County Plan Review and Permitting Memo

To: Caitlin Robinson

From: Daniel Ilkiewicz

CC: Doug Saccoccia

Date: October 28, 2020

**Re: Peer Review – 724 County Road 24
Township of Selwyn**

County Engineering and Design staff have received information in support of an application for an official plan amendment and zoning by-law amendment, respectively, together with supporting studies for the above noted property. The purpose of the applications are to amend the Local Component of the County Official Plan and the Township of Selwyn Zoning By-law in order to facilitate the redevelopment of the property. The proposed redevelopment of the property includes the following:

- Conversion of the former Fairview United Church to a rental music hall;
- Conversion of the former rectory office into an administrative office for the property owners existing landscaping business;
- Conversion of the education centre to an accessory residential unit for use by the property owners with the addition of a small rear yard deck; and,
- The establishment of recreational gardens and a small orchard on the balance of the property with the construction of a small seasonal produce stand.

Documents provided for review to this office include the following:

- Traffic Impact Brief prepared by D.M. Wills dated August 21, 2020 and,
- Proposed Drainage Plan prepared by D.M. Wills dated August 24, 2020.
- Planning Justification Report prepared by D.M. Wills, dated August 2020;
- Site Servicing Options Report prepared by D.M. Wills dated August 2020;
- Plan of Survey prepared by JBF Surveyors, dated April 13, 2020; and,
- Response Letter to County and Township Comments, prepared by D.M. Wills, dated September 15, 2020.



Upon review of the above noted documents, County engineering staff has the following comments related to this proposal:

1. An entrance permit will be required for the design change of the existing site entrance. Please revise and resubmit a site plan that reflects the following: The site entrance must meet the Commercial Site Access Standards (CSAS) in conjunction with CSAS-PROF. Please note the entrance platform must be sloped away from County Road 24 at a minimum of 0.5%. Entrance is to be paved as per County of Peterborough By-law 2012-26.
2. Please revise and resubmit a site plan that reflects the following change: An entrance culvert is required underneath the north entrance of 911# 724 Centre Line (County Road 24) as per County of Peterborough By-law 2012-26.
3. A right turn lane warrant analyses is required to be carried out for both site entrances in accordance with the County of Peterborough's traffic impact assessment guidelines. The warrant analyses should utilize the current Virginia Department of Transportation (VDOT) warrant criteria.
4. In reference to the Proposed Drainage Plan prepared by D.M. Wills dated August 24, 2020, please clarify the intent of "GRAVEL TO BE UPDATED".
5. In reference to the Proposed Drainage Plan prepared by D.M. Wills dated August 24, 2020, are the "PROPOSED LARGE GRARDEN" and "PROPOSED GARDENS" community gardens or for personal use only? Please provide some clarification regarding the proposed permitted use of the produce stand. The traffic study has stated "That given the relatively minor nature of the stand, as well as the understanding that the stand will primarily operate off peak, the stand was not considered in this analysis.". Further how will the "PROPOSED PRODUCE STAND" be regulated.
6. Please confirm that the existing site entrance meets the County of Peterborough By-Law 2012-26 visibility requirements as it is required as a part of the traffic impact assessment guidelines.
7. A sign permit is required for the relocation of any signage or erection of any new signage. Please contact Martin O'Grady at mogradey@ptbocounty.ca to obtain permit if required.

The above comments are based on the latest information received by this office, should additional information become apparent or changes to the plans occur in the future, County engineering staff will review said changes and may provide additional comments. If you have any questions related to this correspondence, please contact our office.

Sincerely,



Daniel Ilkiewicz

Engineering Technician,
Peterborough County,
705-743-0380 Ext 3205

FW: Notice of a Complete Application - Official Plan and Zoning By-law Amendment - 724 Centre Line – Smith Ward

Jeannette Thompson <jthompson@selwyntownship.ca>

Fri 2020-11-06 9:30 AM

To: Robinson, Caitlin <CRobinson@ptbocounty.ca>

From: Municipal Planning [mailto:MunicipalPlanning@enbridge.com]

Sent: November-06-20 9:28 AM

To: Ashley Henderson

Subject: RE: Notice of a Complete Application - Official Plan and Zoning By-law Amendment - 724 Centre Line – Smith Ward

Thank you for your circulation.

Enbridge Gas Inc. does not object to the proposed application however, we reserve the right to amend our development conditions.

Please continue to forward all municipal circulations and clearance letter requests electronically to MunicipalPlanning@Enbridge.com.

Regards,

Alice Coleman

Municipal Planning Analyst

Long Range Distribution Planning

ENBRIDGE

TEL: 416-495-5386 | MunicipalPlanning@Enbridge.com

500 Consumers Road, North York, Ontario M2J 1P8

enbridge.com

Safety. Integrity. Respect.

From: Ashley Henderson <ahenderson@selwyntownship.ca>

Sent: Friday, October 2, 2020 10:43 AM

To: Aaron Teper <aaron.teper@ontario.ca>; Angela Chittick <achittick@selwyntownship.ca>; Alanna Boulton <alanna.boulton@pc.gc.ca>; Andy Mitchell <amitchell@selwyntownship.ca>; Anita Locke <alocke@selwyntownship.ca>; Ashley Henderson <ahenderson@selwyntownship.ca>; Bell <circulations@mmm.ca>; Bryan Weir <bweir@ptbocounty.ca>; Chris Howard <choward@hiawathafn.ca>; Conseil Scolaire de District Catholique Centre-Sud <planification@csdccc.edu.on.ca>; Damien Schaefer

<damien.schaefer@ontario.ca>; Dave Mowat <dmowat@scugogfirstnation.com>; Donna Ballantyne <dballantyne@selwyntownship.ca>; Municipal Planning <MunicipalPlanning@enbridge.com>; Gerry Herron <gherron@selwyntownship.ca>; Greg Cowie <chiefcowie@hiawathafn.ca>; Hydro One - Land Use Planning <landuseplanning@hydroone.com>; Jeannette Thompson <jthompson@selwyntownship.ca>; Julie Kapyrka <juliek@curvelake.ca>; Kevin Hickey <kevhickey@pvnccdsb.on.ca>; KPRDSB Planning Dept. <planning_info@kprdsb.ca>; Lynn Fawn <lfawn@ptbocounty.ca>; Ontario Power Generation <executivevp.lawanddevelopment@opg.com>; Pam Pressick <ppressick@pcchu.ca>; Prabin Sharma <Prabin.Sharma@ontario.ca>; Sherry Senis <ssenis@selwyntownship.ca>; Tom Cowie <tcowie@hiawathafn.ca>; Williams Treaty First Nations Claims <k.a.sandy-mckenzie@rogers.com>
Subject: [External] Notice of a Complete Application - Official Plan and Zoning By-law Amendment - 724 Centre Line – Smith Ward

EXTERNAL: PLEASE PROCEED WITH CAUTION.

This e-mail has originated from outside of the organization. Do not respond, click on links or open attachments unless you recognize the sender or know the content is safe.

Good Morning,

Please find the attached Notice of a Complete Application for an Official Plan Amendment and Zoning By-law Amendment regarding 724 Centre Line – Smith Ward.

If you have any questions or concerns, please feel free to contact the office directly.

Sincerely,

Ashley Henderson



Ashley Henderson

Administrative Assistant
 Township of Selwyn
 P.O. Box 270
 Bridgenorth, ON K0L 1H0
 P: (705) 292-9507 Ext. 210
 F: (705) 292-8964

www.selwyntownship.ca

www.facebook.com/SelwynTownship

www.twitter.com/selwyntownship

_____ ESET Endpoint Antivirus _____

This email was scanned, no threats were found.

email to: Aaron Teper; achittick@nexicom.net; Alanna Boulton; Andy Mitchell (amitchell@selwyntownship.ca); Anita Locke (alocke@selwyntownship.ca); Ashley Henderson; Bell; Bryan Weir; Chris Howard; Conseil Scolaire de District Catholique Centre-Sud; Damien Schaefer; with subject Notice of a Complete Application - Official Plan and Zoning By-law Amendment - 724 Centre Line - Smith Ward - is OK

Detection engine version: 22075 (20200930)

<https://www.eset.com>

_____ ESET Endpoint Antivirus _____

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email from: Municipal Planning to: Ashley Henderson with subject RE: Notice of a Complete Application - Official Plan and Zoning By-law Amendment - 724 Centre Line - Smith Ward - is OK

Detection engine version: 22276 (20201106)

<https://www.eset.com>

_____ ESET Endpoint Antivirus _____

This email was scanned, no threats were found.

email to: Jeannette Thompson with subject FW: Notice of a Complete Application - Official Plan and Zoning By-law Amendment - 724 Centre Line - Smith Ward - is OK

Detection engine version: 22276 (20201106)

<https://www.eset.com>



Stantec Consulting Ltd.
2555 Ouellette Avenue, Suite 100
Windsor ON N8X 1L9
Tel: (519) 966-2250
Fax: (519) 966-5523

November 5, 2020
File: 160900933

Attention: Caitlin Robinson, Planner, B.E.S., MCIP, RPP

Peterborough County
470 Water Street
Peterborough, ON K9H 3M3

Dear Ms. Robinson,

Reference: 724 Centre Line, Township of Selwyn, County of Peterborough, Ontario – Official Plan and Zoning By-law Amendment Applications - Peer Review of the Site Servicing Options Report prepared by D. M. Wills Associates Limited

Stantec has completed a review of the Site Servicing Options Report (SSOR) prepared by D.M. Wills Associates Limited dated August 2020 for 724 Centre Line (subject property), Township of Selwyn, County of Peterborough prepared as support / background documentation for Official Plan and Zoning By-law Amendment Applications on behalf of the property owners.

The proposed applications are to permit a music hall (converted from the old existing and currently vacant Fairview United Church building on the property), an office for the owner's separate existing landscaping business (converted from the former church rectory office and attached to the church structure) and the conversion of the existing separate education building on the property to an accessory residential unit for use by the property owners and the addition of a small rear deck to the building. Aside from the structures, the owners are intending to establish recreational gardens and a small orchard on the balance of the property with the construction of a small stand-alone seasonal produce stand.

The SSOR describes the research, reconnaissance, desktop data reviews and evaluations, field investigations (within the subject property and surrounding area), the taking and testing of a recent water sample collected on June 1, 2020 from an existing well on the property and subsequent review of the results, a review of previous hydraulic volume pumping test results for the well when it was first installed in 1968 and a review of the design of an existing sewage disposal system also on the property. No soil samples were taken for analysis. This background work was undertaken to ascertain the suitability of the existing well and sewage system in providing adequate and safe potable water and sewage disposal for the intended new uses of the buildings on the property or if these facilities need to be upgraded or augmented with new facilities. The review of the servicing options was in accordance with the requirements and guidelines provided by the Ministry of the Environment, Conservation and Parks (MECP), the Ontario Building Code (OBC) 2012 and Peterborough Public Health (PPH). The well is designated as Well 1 (MECP Well I.D. No. 5104532) and is 18.45 metres below existing ground.

For the purpose of visual clarity and bearing reference only, Figures 1 and 2 and the 500 Metre Buffer Well Survey Plan have been extracted from the D.M. Wills Site Servicing Options Report and are attached to this review letter. The figures being: Figure 1 – A Regional Site Location Plan, and Figure 2 - A Subject Property Plan. Reference must be had to the complete SSOR for interpretation and the context of the plans.

The subject property, is stated as being approximately 0.4 hectares (0.99 acres) in area, is generally rectangular in shape (with the longest dimension being oriented in the north-south direction) fronting on Centre Line Road and approximately 175 metres south of Fifth Line Road.

Reference: 724 Centre Line, Township of Selwyn, County of Peterborough, Ontario – Official Plan and Zoning By-law Amendment Applications - Peer Review of the Site Servicing Options Report prepared by D. M. Wills Associates Limited

Included in the research, reconnaissance and field investigations was the localized and surrounding topography, geologic and physiographic features, land uses and existing wells within a 500 metre buffer of the subject property. All available Ministry of the Environment, Conservation and Parks (MECP) well records for wells with the buffer area were reviewed.

The subject property is within the Peterborough Drumlin physiographic region that is characterized by undulating til plains with drumlin features. In accordance with the Ontario Geological Survey (OGS) 2003, there is a drumlin feature located approximately 400 metres east of the subject property and another one approximately 520 metres west of the property. Also, according to OGS 2003 the subject property soils are comprised of stone poor, sandy silt to silty sand textures glacial till.

A separate Planning Justification Report, also prepared by D.M. Wills, dated August 2020, evaluated the proposed Official Plan and Zoning Bylaw Amendments in the context of provincial and municipal planning policies in regard to community need, surrounding land use and compatibility with same and traffic impacts and other factors. The evaluations, conclusions and recommendations in the Justification Report were referenced as required / as felt necessary in the Servicing Options Report. Although Stantec undertook a cursory review of the Justification Report, it is not part of Stantec's review for the purpose of the Peer Review Letter for the Site Servicing Options Report. The Planning Justification Report stands on its own merits.

The findings of the reviews and investigations are documented and presented in accordance with the required agency guidelines and regulations to indicate that based on the footprint and layout of the buildings on the subject property that there is sufficient space and depth for filter bed systems in appropriate and unsaturated soils for two separate sewage disposal systems, comprised of septic tanks and filter beds. Based on the flow requirements the capacity of the existing septic tank to service the conversion of the education centre to a single family residence, needs to be upgraded as a minimum to accept 3,600 litres per day. Based on the flow requirements for the conversion of the church and rectory into a music hall and business office space and in consideration of a food service option for certain events that may take place at the music centre, a second separate sewage disposal system with a minimum capacity of 5,400 litres per day is required.

Further, the findings of the reviews, investigations, the taking of a raw water sample from the existing well for testing for health and aesthetic parameters and the results of the 1968 2 hour duration well pumping test are documented and presented in accordance with the required agency guidelines and regulations to indicate that adequate groundwater supply from the existing well is available to service the proposed redevelopment including the residence, office and music hall. This is based on the combined water taking requirement for the residence and the office being 1,100 litres per day and for the music hall, with a capacity of 50 people and food service being 1,800 litres per day. However, it was recommended that a current pumping test of the well be done to confirm if sufficient water volume is available to concurrently service the buildings needs and irrigation for the proposed gardens. This would determine if scheduling irrigation for during off peak building use or if adding an additional well or secondary storage is required. There is no data on pumping activity of nearby wells during the 1968 2-hour pumping test of the well on the subject property. However, given the relatively isolated location of the subject property with respect to neighbouring properties with wells, D. M. Wills does not anticipate the proposed water taking adversely affecting nearby wells. Finally, laboratory test results for the water sample comply with most of the Ontario Drinking Water Quality Standards (ODWQS), including bacterial, except for hardness and turbidity. However, these are considered operational and aesthetic parameters and not health related parameters. Any existing or future water treat system taking water from the well should take into account the hardness and turbidity exceedances, which are detailed in the D. M. Wills report.

Stantec provides the following comments below with respect to **Section 9.0 Conclusions and Recommendations** as referenced and as numbered in the SSOR. However, firstly it is to be noted that in reviewing the Site Servicing Options Report, Stantec found that a substantial level of effort was expended on

Reference: 724 Centre Line, Township of Selwyn, County of Peterborough, Ontario – Official Plan and Zoning By-law Amendment Applications - Peer Review of the Site Servicing Options Report prepared by D. M. Wills Associates Limited

the research, reconnaissance, field work and on the detailed analysis of the existing conditions as they relate towards determining the site servicing options and in particular in referencing and adhering to the most current (as of the date of the Report) requirements of: the Ontario Ministry of the Environment, Conservation and Parks (MECP); the Ontario Building Code (OBC) 2012; the Ontario Drinking Water Quality Standards (ODWQS), and; Peterborough Public Health (PPH).

Stantec's Comments on SSOR SECTION 9.0 Conclusions and Recommendations

9.1 Sewage Disposal System

Based on a complete review of the entire Site Servicing Options Report Brief and the discussions above, and in consideration of D. M. Wills Associates Limited Statement of Limitations (Section 10.0) of the SSOR, Stantec has no specific concerns in regard to the conclusions stated in the SSOR, that based on the footprint / layout of the existing buildings there is sufficient space for two sewage disposal systems that meet minimum setback requirements. It is the responsibility of the retained sewage disposal system contractor to ensure that the minimum setbacks provided in the OBC are met. The required capacities are discussed above. Based on the anticipated groundwater elevation on the subject property and the soils, conventional filter bed sewage disposal systems will be appropriate. However subsurface investigations to confirm the subsurface soil properties and groundwater conditions is the responsibility of the retained sewage disposal system contractor. D. M. Wills reported in Section 8.0 of the SSOR, that an independent third party contractor completed a sewage system disposal inspection and provided recommendations to upgrade the existing sewage disposal system and install a second sewage disposal system to service the proposed music hall / office space. The upgraded and new sewage systems must comply with all guidelines in the OBC. They further reported that the contractor submitted a permit application to PPH for the upgrade and for the new system.,

9.2 Groundwater Supply

Based on a complete review of the entire Site Servicing Options Brief and the discussions above, and in consideration of D. M. Wills Associates Limited Statement of Limitations (Section 10.0) of the SSOR, Stantec has no specific concerns in regard to the conclusions stated in the SSOR, that based on D. M. Wills interpretation of the 1968 2 hour pumping test that an adequate water supply is available from the existing well for the proposed residence and proposed music hall and office space. The availability of water for concurrent garden irrigation was discussed above. Based on test results from the sample taken, the groundwater exhibits relatively good physical, chemical and biological quality under the ODWQS, however treatment may be required for hardness and turbidity. If the proposed music hall will provide potable drinking water to guests / the public, a Small Drinking Water System Permit must be obtained from PPH. Finally, D. M. Wills does not anticipate that the proposed development will negatively affect surrounding water users wells in view of the relatively low water taking requirements of the proposed development and the distance to neighbouring wells. It is to be noted that there is a discrepancy in reporting in Section 5.0 of the SSOR, MECP Well Review, in that it was indicated that of the 13 wells within 500 metres of the subject property, 5 were installed in overburden material and 8 were installed in bedrock. It is then further stated that of the 8 (not 5) that were installed in overburden, well depths ranged from 6.7 to 37.5 metres below existing ground and that of the 5 (not 8) that were installed in bedrock, well depths ranged from 4.6 to 37.8 metres below existing ground. However, it is Stantec's opinion that this reporting discrepancy does not change the intent or general results of the analysis.

**Reference: 724 Centre Line, Township of Selwyn, County of Peterborough, Ontario – Official Plan and Zoning By-law Amendment Applications - Peer Review of the Site Servicing Options
Report prepared by D. M. Wills Associates Limited**

Regards,

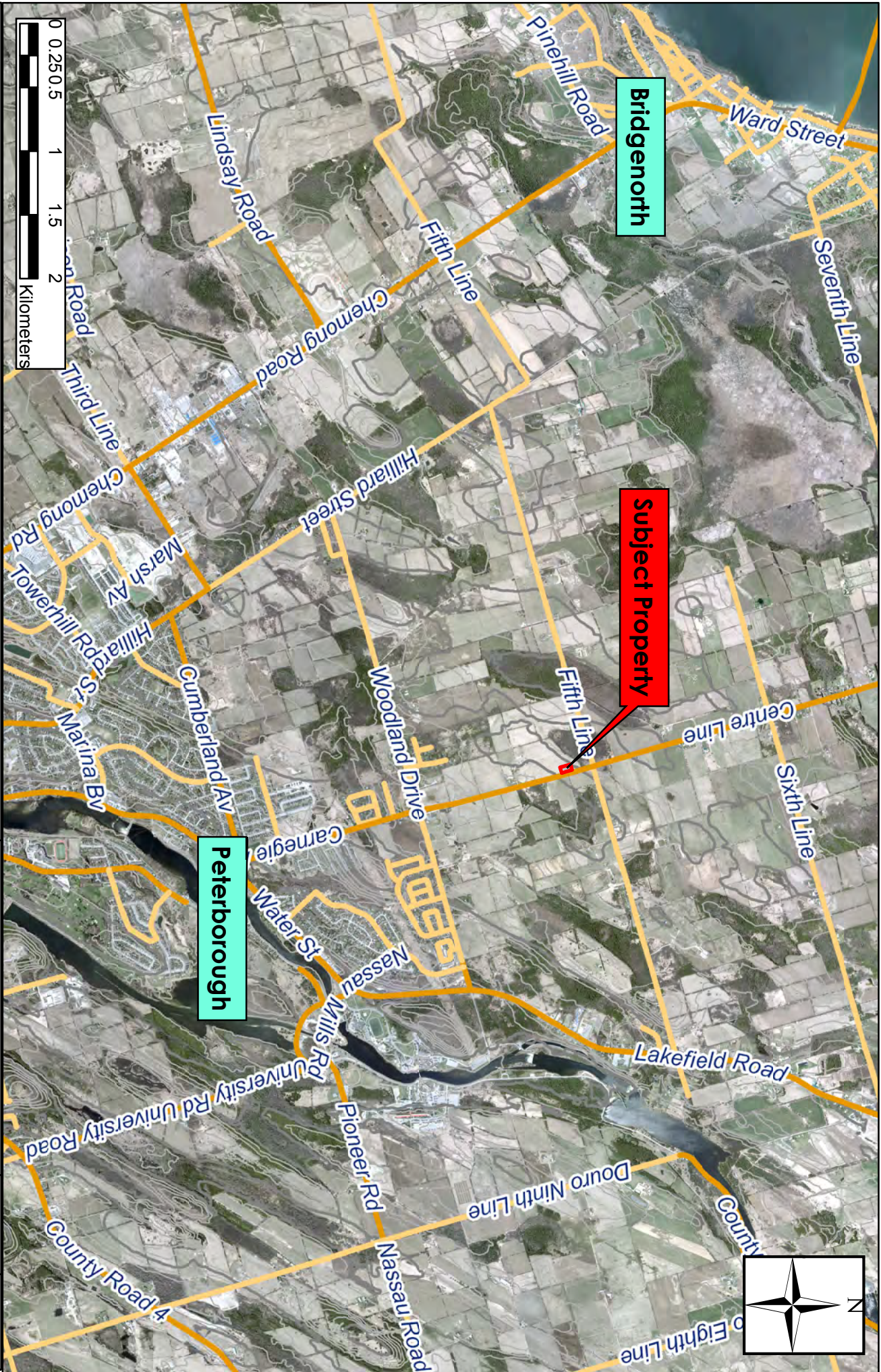
STANTEC CONSULTING LTD.

A handwritten signature in blue ink that reads "Michael Mastronardi".

Michael Mastronardi, P. Eng.
Project Engineer
Tel: (519) 966-2250 ext. 250
michael.mastronardi@stantec.com

c. Roger Freymond, Stantec

mam\01609\active\160900933\peer review\



Bridgenorth

Subject Property

Peterborough

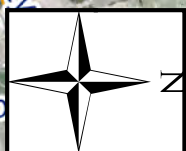



Figure 1

Regional Plan

724 Centre Line Smith, Peterborough, ON



D.M. Wills Associates Limited
150 Jameson Drive
Peterborough, Ontario
K9J 0B9
P: 705.742.2297
F: 705.748.9944
E: wills@dmwills.com

 Subject Property (0.4 ha)

NAD83 UTM Zone 17 North

Drawn by: LT

Checked by: IA

Engineer:

Project No. 85060

Scale (Horz.)

1:40,000

Map Date
May 2020

Map File No.

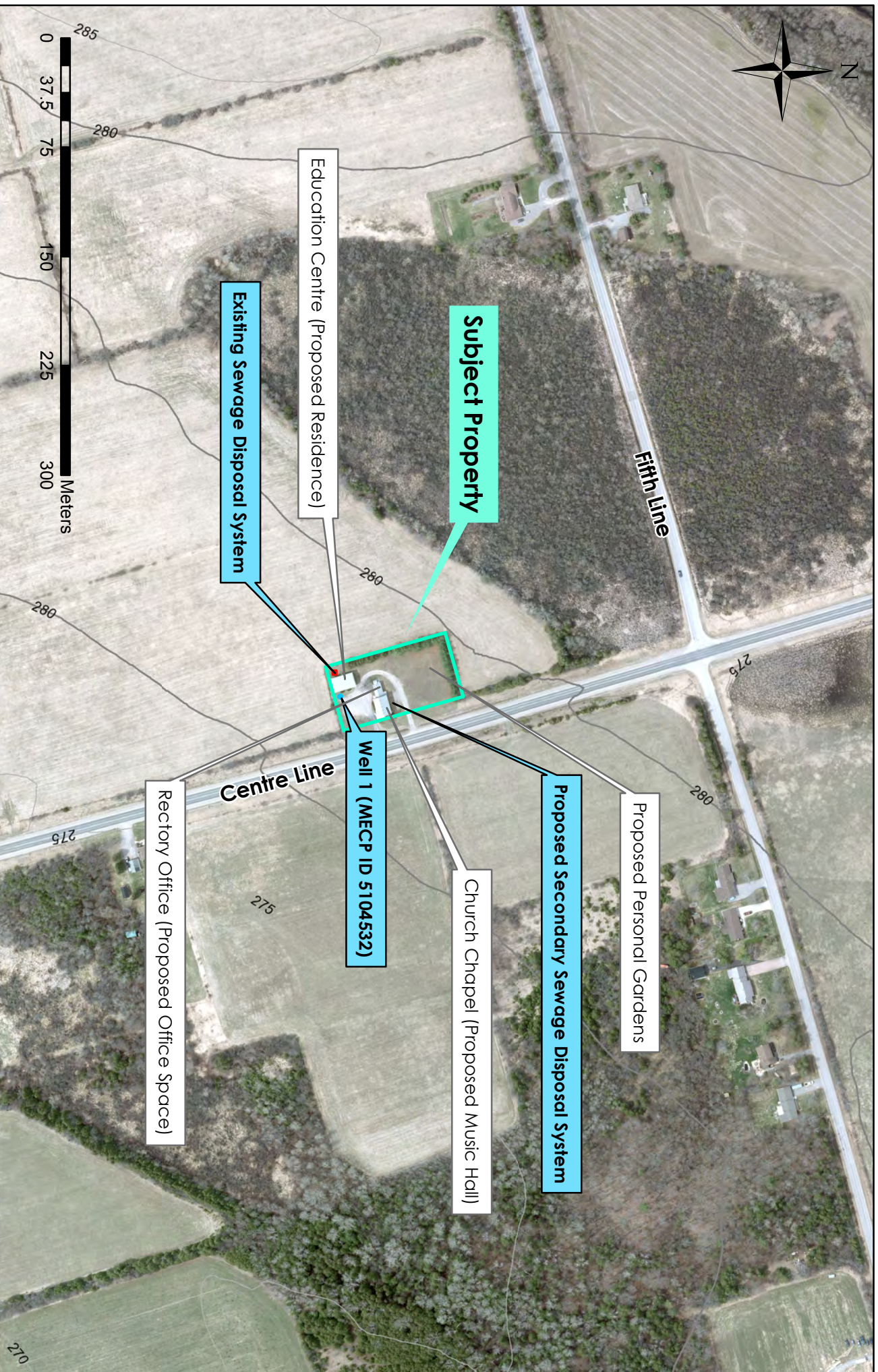


Figure 2
Subject Property Plan
724 Centre Line Smith, Peterborough, ON



D.M. Wills Associates Limited
150 Jameson Drive
Peterborough, Ontario
K9J 0B9
P: 705.742.2297
F: 705.748.9944
E: wills@dmwills.com



Subject Property (0.4 ha)

NAD83 UTM Zone 17 North

Drawn by:	LT	Scale (Horz.)
Checked by:	IA	1:3,500
Engineer:		
Project No.	85060	Map Date May 2020 Map File No.



724 Centre Line Smith, Peterborough, ON
Well Survey

NAD83 UTM Zone 17 North



D/M, Wills Associates Limited
150 Jameson Drive
Peterborough, Ontario
K9J 1G9
P: 705.742.2297
F: 705.748.9944
E: wills@dmwills.com

● MECP Well ID (within 500 m buffer)

□ Subject Property

□ 500 m Buffer

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Drawn by:	LT	Scale (Horz.)
Checked by:	IA	1:10,000
Engineer:		Map Date
Project No.	85060	January 2020
		Map File No.



December 18, 2020

Sent via email to: CRobinson@ptbocounty.ca
jthompson@selwyntownship.ca

**Attention: Caitlin Robinson, BES, MCIP, RPP
Planner, County of Peterborough**

**Jeannette Thompson, BSc, MCIP, RPP
Planner, Township of Selwyn**

Dear Ms. Robinson & Ms. Thompson:

**Re: Official Plan and Zoning By-Law Amendment Applications
15OP-20009 & C-10-20
724 Centre Line, Lot 18, Concession 4, Smith Ward
Township of Selwyn, County of Peterborough, Ontario
Response to Peer Review, Agency & Public Comments
D.M. Wills Associates Project No. 19-85060**

Further to the November 16th, 2020 received from Caitlin Robinson, Planner at the County of Peterborough and Jeannette Thompson, Planner, at the Township of Selwyn, please find attached the following:

- Updated Concept Plan;
- Updated Zoning By-law Amendment;
- Updated Proposed Drainage Plan; and
- Letter update to the Traffic Brief

Revisions have been made to the above listed plans to address the comments of the peer review letter. This letter update also addresses the comments and items provided by municipal staff outside of the plan updates listed above, and are discussed below per the review letter.

Peterborough Public Health, October 8, 2020

- The comments are noted.

Engineering and Natural Heritage Review, ORCA, October 26, 2020

- The comments are noted.

***Traffic Brief and Drainage Plan Review, County Engineering and Design,
October 28, 2020***

Comment 1:

An entrance permit will be required for the design change of the existing site entrance. Please revise and resubmit a site plan that reflects the following: The site entrance must meet the Commercial Site Access Standards (CSAS) in conjunction with CSAS-PROF. Please note the entrance platform must be sloped away from County Road 24 at a minimum of 0.5%. Entrance is to be paved as per County of Peterborough By-law 2012-26.

Response:

- The comments are noted. See attached updated Proposed Drainage Plan.
- The proposed Drainage Plan has been updated to include entrance designs in accordance with OPSD 350.010 and CSAS-PROF. As existing, the Subject Property contains a one way entrance and exit, with no changes to the existing flow of traffic proposed. This standard is deemed appropriate given that the extent of the commercial activity on the Subject Property is limited to two (2) to three (3) events per month (Friday's from 7:00 p.m. to 9:00 p.m.). Although it is noted that OPSD 350.010 is an urban standard is was determined to be most applicable for the site given the noted conditions. The entrance width (4.5m) meets the minimum for commercial one-way access. The radii (9.0m) will accommodate the turning movements for the expected vehicles entering / exiting the site. The entrance profile will be graded in accordance with CSAS-PROF as required by the County.

Comment 2:

***Please revise and resubmit a site plan that reflects the following change:
An entrance culvert is required underneath the north entrance of 911# 724 Centre Line (County Road 24) as per County of Peterborough By-law 2012-26.***

Response:

- A 300mm diameter HDPE culvert is proposed for the North entrance. The County standard of 450mm diameter HDPE was reduced to accommodate CSAS-PROF entrance grading while maintaining a minimum 300mm cover and minimizing the extent of regrading in the County's roadside ditch. Due the very small upstream drainage

- area (area between entrances) the 300mm will have sufficient capacity.
- The proposed Drainage Plan has been updated to include the entrance culvert as requested. Please see the attached.

Comment 3:

A right turn lane warrant analyses is required to be carried out for both site entrances in accordance with the County of Peterborough's traffic impact assessment guidelines. The warrant analyses should utilise the current Virginia Department of Transportation (VDOT) warrant criteria.

Response:

- The attached letter update to the Traffic Brief addresses the request for a right turn lane warrant analyses. It concludes that a right turn lane is not required for the current or future scenarios.

Comment 4:

In reference to the Proposed Drainage Plan prepared by D.M. Wills dated August 24, 2020, please clarify the intent of "GRAVEL TO BE UPDATED".

Response:

- The existing gravel parking lots and driveway have some areas where grass has infiltrated the gravel, therefore in order to bring the parking lots back to their pre-existing footprint (as per historical aerial imagery and demonstrated on the Proposed Drainage Plan) minimal amounts of new gravel will be applied to the areas labelled on the Proposed Drainage Plan.

Comment 5:

In reference to the Proposed Drainage Plan prepared by D.M. Wills dated August 24, 2020, are the "PROPOSED LARGE GARDEN" and "PROPOSED GARDENS" community gardens or for personal use only? Please provide some clarification regarding the proposed permitted use of the produce stand. The traffic study has stated "That given the relatively minor nature of the stand, as well as the understanding that the stand will primarily operate off peak, the stand was not considered in this analysis." Further how will the "PROPOSED PRODUCE STAND" be regulated.

Response:

- As discussed in the Planning Justification Report, the "PROPOSED LARGE GARDEN" and "PROPOSED GARDENS" are for personal use only. With respect to the proposed produce stand, it was the owner's intention to construct a small, seasonal, unattended produce stand to sell any bumper crops from the gardens that could not be preserved or stored for personal consumption. The intent was not to have a market garden and have it be a business of its own. The proposed gardens, orchard and produce stand were intended to pay homage to the agricultural nature of the area and better integrate the property into the surround agricultural community. However, given the difficulties and additional requirements requested by the County and Township, the owner has chosen to abandon the development of the produce stand.

Comment 6:

Please confirm that the existing site entrance meets the County of Peterborough By-law 2012-26 visibility requirements as it is required as a part of the traffic impact assessment guidelines.

Response:

- The attached letter update to the Traffic Brief confirms that the existing site entrance/exit meets the County of Peterborough By-law 2012-26 visibility requirements.

Comment 7:

A sign permit is required for the relocation of any signage or erection of any new signage.

Response:

- The comment is noted.

Enbridge Gas Inc., November 6, 2020

- The comments are noted.

Peer Review of Servicing Options Report, Stantec, November 5, 2020

- The comments are noted.

Township & County Planning Comments

County Comment 1:

The personal garden and produce stand was not included in the proposed Special Policy. A produce stand would be permitted as a secondary use to an agricultural operation or as an agriculture-related use. It is our opinion that the produce stand be included as part of the Special Policy since the primary use of the subject property is not agriculture.

Response:

- As the owner is no longer pursuing the produce stand, it will not be included in the Special Policy.

County Comment 2:

Comments from the County's Engineering and Design Department indicate that the adequacy of the existing and proposed highway system has not been sufficiently addressed. A right turn lane warrant analyses is required and more information on the operation of the produce stand is required. Although the Planning Justification Report indicates the gardens/orchard will be for personal use and extra produce will be offered for sale through an unattended produce stand, the proposed garden area takes up to one third of the subject property. Some consideration into the amount of visitors that could be expected should be included as part of the traffic analysis or ways in which to regulate the produce stand should be recommended.

Response:

- The attached letter update to the Traffic Brief addresses the request for a right turn lane warrant analyses. It concludes that a right turn lane is not required for the current or future scenarios.
- As mentioned above and in the Planning Justification Report, the gardens are for personal use. Although the gardens take up to one third of the subject property, the intent of the gardens was to better integrate the property with the surrounding agricultural landscape and not for agri-tourism purposes. As the owner is no longer pursuing the produce stand, addressing the additional comments is not required.

Township Comment 1:

The proposed zoning by-law amendment should consider and provide regulations for the additional permitted uses. For example, the proposed zoning by-law should prohibit the outdoor storage of materials and equipment associated with the landscape business, providing a definition of a seasonal produce stand should be considered, etc.

Response:

- The zoning by-law has been updated to include the prohibited uses associated with the landscape business as requested. Please see the attached.
- As the owner is no longer pursuing the produce stand, therefore a definition will not be provided.

Township Comment 2:

The Concept Plan and Drainage Plan illustrate the produce stand associated with the garden located at the back of the property. The location and size of the proposed signage associated with the produce stand should be illustrated on the Concept & Drainage Plan.

Response:

- As the owner is no longer pursuing the produce stand, both the concept and drainage plan have been updated with the removal of the produce stand.

We trust the foregoing serves to address the comments received. However, should you require anything further please do not hesitate to contact the undersigned.

Respectfully submitted,



Katherine Howes, M.Sc.
Land Use Planner

KH/DK

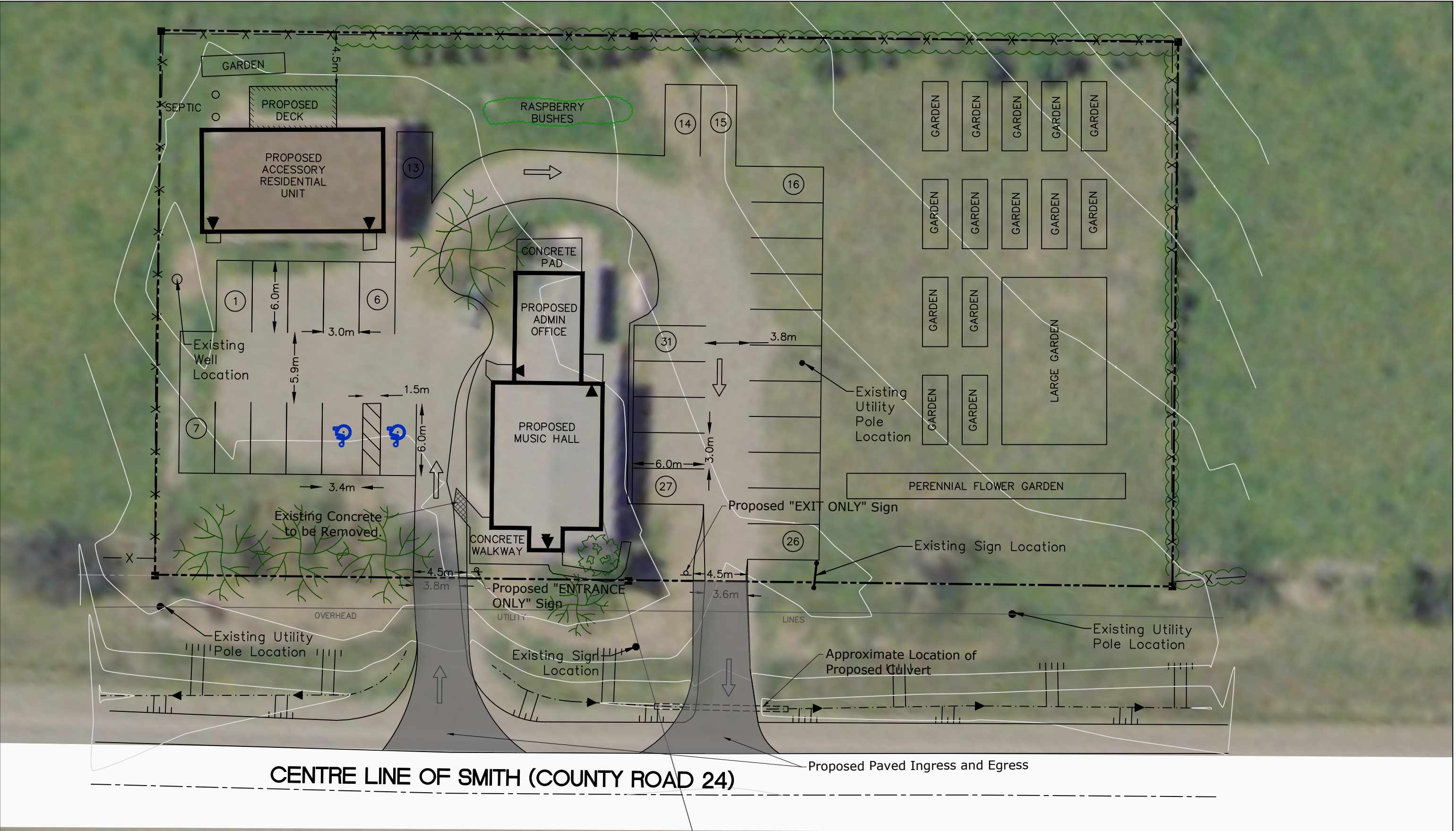


Diana Keay, MCIP RPP
Senior Land Use Planner

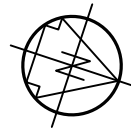
Appendix A

Updated Concept Plan





724 CENTRE LINE OF SMITH
FIGURE 2 – CONCEPT PLAN (INCLUDING EXISTING PARKING)



D.M. Wills Associates Limited
150 Jameson Drive
Peterborough, Ontario
Canada K9J 0B9
P. 705.742.2297
F. 705.748.9944
E. wills@dmwills.com

Drawn	J.W.	Scale	Horz. 1:300
Designed	J.W.	Vert.	—
Checked	K.H.	Plot Date	December 18, 2020
Project No.	20-85060	Drawing File No.	85060-SP

Appendix B

Updated Zoning By-law Amendment



Zoning By-law Amendment, Schedule B, Site Specific Exception Zone

XXX Community Facility Exception (CF-XX) Zone

Notwithstanding the provisions of the Community Facility (CF) Zone to the contrary within the CF-XX zone, the following provisions shall apply:

Permitted Uses

In addition to those uses permitted in Section 4.21 of this By-law, a rental music hall, administrative office space, and an accessory residential unit shall be permitted.

Prohibited Uses

Outdoor Storage of any materials and equipment associated with the landscape business, save and except the property owners one (1) pickup truck and one (1) small trailer to be parked on the property on evenings and weekends.

Regulations

<i>Maximum number of guests</i>	50
<i>Number of events permitted</i>	Two (2) to Three (3) events per month which must comply with on-site parking requirements.
<i>Operating Season (Rental Music Hall)</i>	March 31 st to October 31 st
<i>Maximum number of parking spaces</i>	Thirty One (31), inclusive of two (2) barrier free spaces
<i>Rear yard setback</i>	4.5 m

Appendix C

Updated Proposed Drainage Plan



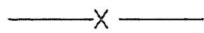
LEGEND



EXISTING BUILDING



PROPERTY BOUNDARY



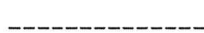
EXISTING FENCELINE



EXISTING WOODED OUTLINE



EXISTING EDGE OF PAVEMENT



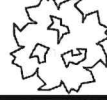
EXISTING EDGE OF GRAVEL

HP EXISTING HYDRO POLE

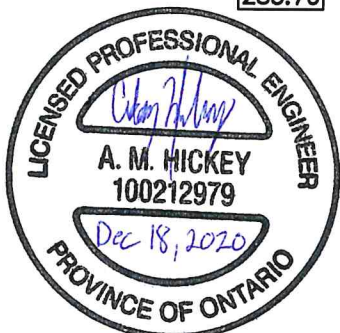
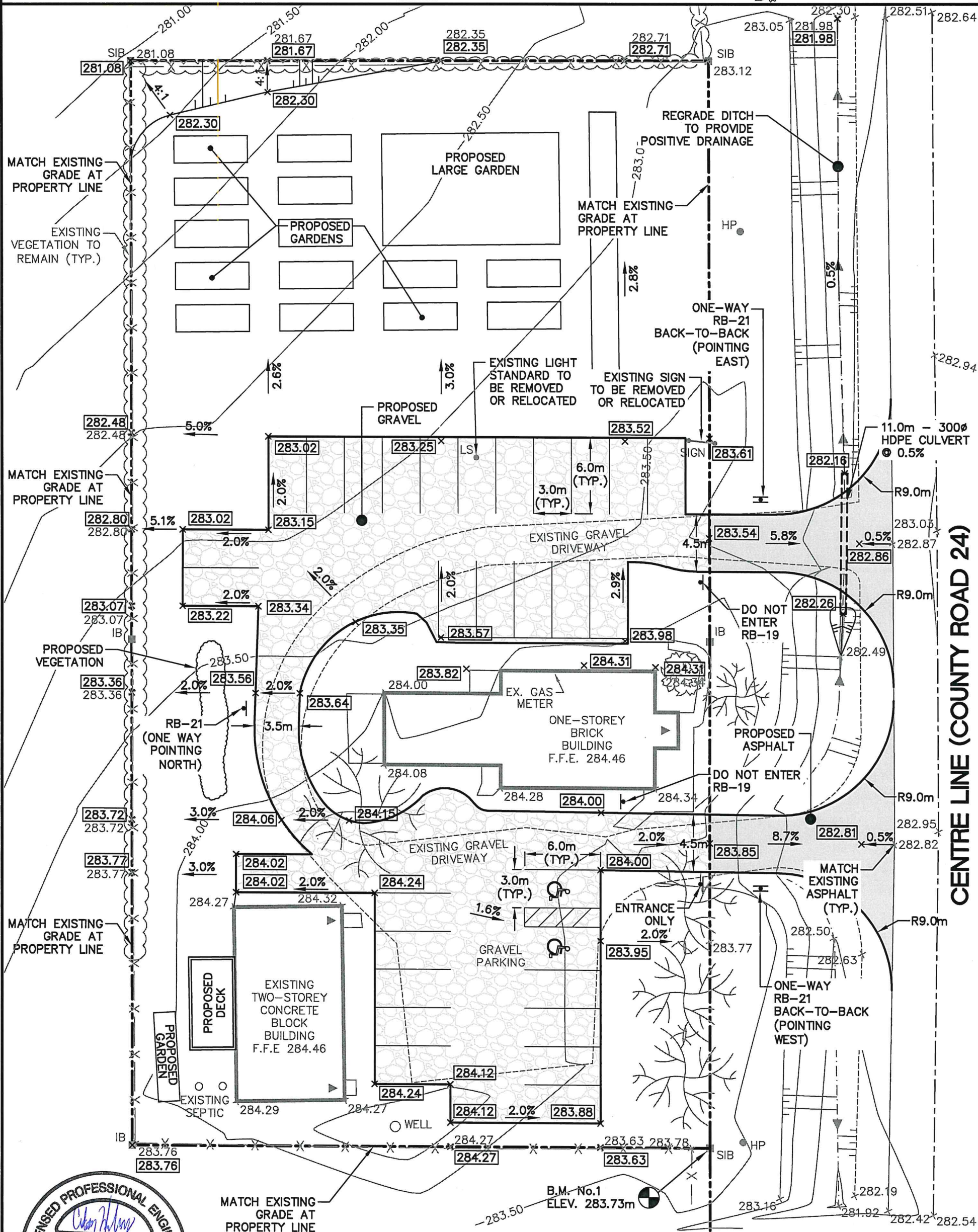
X 81.32 EXISTING ELEVATION



EXISTING DECIDUOUS TREE



EXISTING CONIFEROUS TREE



Sketch No.

PROPOSED DRAINAGE PLAN
724 CENTRE LINE
SELWYN, ON



D.M. Wills Associates Limited
150 Jameson Drive
Peterborough, Ontario
Canada K9J 0B9
P. 705.742.2297
F. 705.741.3568
E. wills@dmwills.com

Drawn By
M.B.
Checked
M.S.
Engineer
A.H.
Project No.
19-85060

Scale
Horz. 1:300
Vert. —
Plot Date
DEC 17/20
Drawing File No.
85060LG

Appendix D

Letter Update to the Traffic Brief





PARTNERS IN
ENGINEERING

November 19, 2020

John and Karen Curtis
724 Centre Line
Selwyn, Ontario
K9J 6X5

Dear Mr. and Mrs. Curtis,

**Reference: Response to Peer Review Comments – Traffic Impact Brief
Fairview United Church Rezoning – Selwyn Township
D.M. Wills Project No. 85060**

D.M. Wills Associates Limited (Wills) is pleased to submit the following response to the peer review letter dated November 16, 2020, which includes comments on the Traffic Impact Brief (TIB) that was completed by Wills on August 21, 2020. The TIB was submitted in support of a Zoning By-law Amendment (ZBA) and Official Plan Amendment (OPA) applications for the land located at 724 Centre Line of Smith (Peterborough County Road 24) in the Township of Selwyn, Ontario.

We would like to thank the reviewers for their thorough review. The comments and our responses are listed below.

Comment:

A right turn lane warrant analysis is required to be carried out for both site entrances in accordance with the County of Peterborough's traffic impact assessment guidelines. The warrant analyses should utilize the current Virginia Department of Transportation (VDOT) warrant criteria.

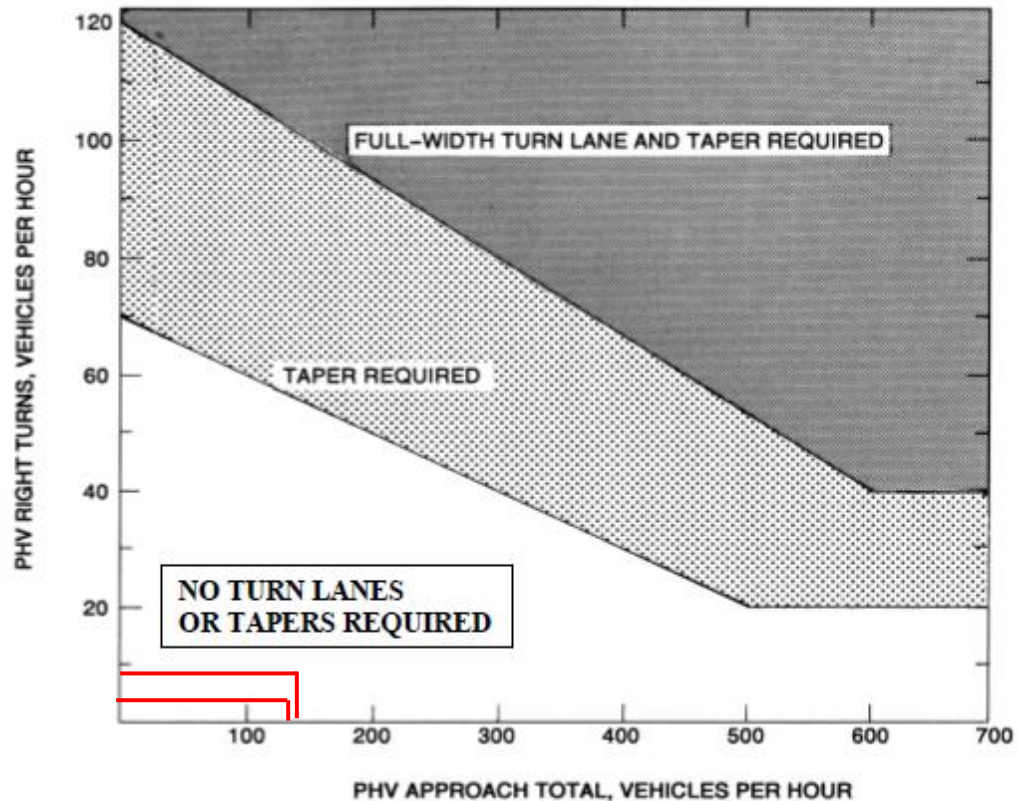
Response:

According to the TIB dated August 21, 2020, **Table 5** (below) summarized the current and the expected future traffic volumes at the property's entrance.

Table 5 Existing and Anticipated Traffic Volumes at the Property's Entrance

PM Peak Hour	EBL	EBR	NBL	NBT	SBT	SBR
2020 Base Year	5	3	14	167	105	9
2025 Forecasted Year	5	3	14	184	116	9
2030 Forecasted Year	5	3	14	203	128	9

Based on the PM peak hour traffic volumes reported in the table above, a right turn lane is not warranted at the entrance nor on the exit of the site as shown in the figure below.



Appropriate Radius required at all Intersections and Entrances (Commercial or Private).

LEGEND

PHV - Peak Hour Volume (also Design Hourly Volume equivalent)

Adjustment for Right Turns

For posted speeds at or under 45 mph, PHV right turns > 40, and PHV total < 300.

Adjusted right turns = PHV Right Turns - 20

If PHV is not known use formula: $PHV = ADT \times K \times D$

K = the percent of AADT occurring in the peak hour

D = the percent of traffic in the peak direction of flow

Note: An average of 11% for K x D will suffice.

When right turn facilities are warranted, see Figure 3-1 for design criteria.*

FIGURE 3-26 WARRANTS FOR RIGHT TURN TREATMENT (2-LANE HIGHWAY)



Mr. John Curtis and Ms. Karen Curtis
Page 3 of 3
November 19, 2020

Comment:

Please confirm that the existing site entrance meets the County of Peterborough By-Law 2012-26 visibility requirements as it is required as a part of the traffic impact assessment guidelines.

Response:

Since the speed limit on County Road 24 is 80 km/hr, the required visibility is 180 meters according to the County of Peterborough by-law no. 2012-26. The criteria used to check the visibility requirement are:

- An observer's eye at 1.1 meters above the road shoulder at the entrance, and
- An object with a height of 1.3 meters above the centerline of the on-coming lane of County Road 24.

We would like to confirm that the sight distance criteria have been fulfilled at the entrances of the site and meet the County of Peterborough visibility requirement according to the traffic impact assessment guidelines.

Sincerely,

A handwritten signature in blue ink, reading 'Mostafa Tawfeek'.

Mostafa H Tawfeek, Ph.D.
Transportation/Traffic EIT
D.M. Wills Associates Limited

A handwritten signature in blue ink, reading 'Wes Kingdon'.

Wes Kingdon, P.Eng.
Project Engineer
D.M. Wills Associates Limited

County Plan Review and Permitting Memo

To: Caitlin Robinson

From: Daniel Ilkiewicz

CC: Doug Saccoccia

Date: February 9, 2021

**Re: Comments to D.M. Wills Responses to E&D staff comments – 724
County Road 24 Township of Selwyn Comments to D.M. Wills
Responses to E&D staff comments**

Please note that the County of Peterborough's Engineering and Division comments are in red and address the response that is located directly above.

Comment 1:

An entrance permit will be required for the design change of the existing site entrance. Please revise and resubmit a site plan that reflects the following: The site entrance must meet the Commercial Site Access Standards (CSAS) in conjunction with CSAS-PROF. Please note the entrance platform must be sloped away from County Road 24 at a minimum of 0.5%. Entrance is to be paved as per County of Peterborough By-law 2012-26.

Response:

- The comments are noted. See attached updated Proposed Drainage Plan.
- The proposed Drainage Plan has been updated to include entrance designs in accordance with OPSD 350.010 and CSAS- PROF. As existing, the Subject Property contains a one-way entrance and exit, with no changes to the existing flow of traffic proposed. This standard is deemed appropriate given that the extent of the commercial activity on the Subject Property is limited to two (2) to three (3) events per month (Friday's from 7:00 p.m. to 9:00 p.m.). Although it is noted that OPSD 350.010 is an urban standard it was determined to be most applicable for the site given the noted conditions. The entrance width (4.5m) meets the minimum for commercial one-way access. The radii (9.0m) will accommodate the turning movements for the expected vehicles entering / exiting the site. The entrance profile will be graded in accordance with CSAS-PROF as required by the County.

1. **As per the County of Peterborough's Entrance By-law (#2012-26), the By-law recognizes Ontario Provincial Standard Drawing (OPSD) 351.020 as an entrance standard that would be approved by the County's Engineering Staff however, OPSD 350.010 applies directly to urban areas (URBAN INDUSTRIAL, COMMERCIAL, AND**

APARTMENT ENTRANCES). OPSD 301.020 (RURAL ENTRANCES TO ROADS IN EARTH CUT) is an entrance design for rural areas. The land within the subject site is designated as rural area and the surrounding land use is designated as rural. Please clarify as to why OPSD 301.020 was not considered. 350.010 is an OPSD that includes a curb, gutter, sidewalk, and subdrain which is not included in the design drawing.

Additional D.M. Wills Response:

As directed by the County, CSAS-PROF was the standard used for the grading of the entrances. It is understood that the Subject Property and surrounding land uses are rural, however it was discussed prior to submission that despite being an urban standard, OPSD 350.010 was more applicable to the site's existing and proposed uses. OPSD 350.010 provided dimensions for one-way entrances (which currently exist on the Subject Property), whereas OPSD 301.020 did not. OPSD 350.010 is referred to only for guidance on suitable entrance widths and radii, urban elements such as a sidewalk, curb and gutter are not including in the design as would not match the rural cross section of the County Road. OPSD 301.020 was reviewed prior to submission but was not referenced as it lacks detail relevant to the subject property and its uses. CSAS-PROF was also understood to take precedence over section A-A of OPSD 301.020 further reducing its applicability. If OPSD 301.020 were to be used, the proposed entrance revisions would match into the existing shoulder which would suggest the entrances can be maintained as gravel.

Additional County of Peterborough Comment:

The County of Peterborough's Engineering and Design division will permit a modified version of OPSD 350.010 (i.e. without urban elements) for the one-way entrances. Please note that the entrances are to be paved within the County of Peterborough's road allowance as per the Entrance By-law #2012-26 and the entrance is to be sloped away from County Road 24 at a minimum grade of 0.5%. Please contact Daniel Ilkiewicz of the County of Peterborough to obtain an entrance permit application.

Comment 6:

Please confirm that the existing site entrance meets the County of Peterborough By-law 2012-26 visibility requirements as it is required as a part of the traffic impact assessment guidelines.

Response:

- The attached letter update to the Traffic Brief confirms that the existing site entrance/exit meets the County of Peterborough By-law 2012-26 visibility requirements.
- 2. Please provide sight visibility values to justify the statement that the County of Peterborough's Entrance By-law (#2012-26) visibility requirements are met.

Additional D.M. Wills Response:

Since the speed limit on County Road 24 is 80 km/hr, the required visibility is 180 meters according to the County of Peterborough by-law no. 2012-26. The criteria used to check the visibility requirement are:

- An observer's eye at 1.1 meters above the road shoulder at the entrance, and
- An object with a height of 1.3 meters above the centerline of the on-coming lane of County Road 24.

Based on these criteria, the visibility values were 200 m and 185 m when looking north and south, respectively.

Additional County of Peterborough Comment:

- The County of Peterborough Engineering and Design division has noted this response. No further comments.

The above comments are based on the latest information received by this office, should additional information become apparent or changes to the plans occur in the future, County engineering staff will review said changes and may provide additional comments. If you have any questions related to this correspondence, please contact our office.

Sincerely,

Daniel Ilkiewicz

Engineering Technician,
Peterborough County
dilkiewicz@ptbocounty.ca
705-743-0380 Ext 3205



**The Corporation of the
Township of Selwyn**

By-law Number 2021-017

**Being a By-law passed pursuant to the provisions of
Section 34 of *The Planning Act*, R.S.O. 1990, as amended to amend
the Township of Selwyn Comprehensive
Zoning By-law No. 2009-021, as otherwise amended**

Whereas the Council of the Corporation of the Township of Selwyn has received an application to amend By-Law No. 2009-021, otherwise known as the Comprehensive Zoning By-Law, insofar as is necessary to re-zone those lands described as being situated Part of Lot 18, Concession 4 in the Smith Ward, municipally known as 724 Centre Line.

The proposed Zoning By-Law Amendment related to the subject lands change the zone category from **“Community Facility (CF) Zone”** to **“Community Facility Exception 582 (CF-582) Zone”**, in order to permit a rental music hall, administrative office, and an accessory residential unit, in addition to the uses permitted in the CF Zone; together with outlining site-specific zone regulations.

Whereas the Ontario Municipal Act, 2001, S.O. 2001, c.25, Section 5.3, as amended, states that a municipal power shall be exercised by By-law unless the municipality is specifically authorized to do otherwise;

Now therefore the Council of the Corporation of the Township of Selwyn enacts as follows:

1. **That** Schedule “A” attached to and forming part of By-law No. 2009-021, as otherwise amended, is hereby further amended by changing the zone category of certain lands described as being situated in Part of Lot 18, Concession 4 in the Smith Ward (724 Centre Line) from **“Community Facility (CF) Zone”** to **“Community Facility Exception 582 (CF-582) Zone”**, as illustrated on Schedule “A” attached hereto and by this reference forming part of this By-law.
2. That Schedule ‘B’, entitled Exceptions Zones, of By-law No. 2009-021, as amended, is hereby further amended with the addition of a new subsection, namely, subsection 582, which shall read as follows:

a) Permitted Uses:

In addition to those uses permitted in Section 4.21 of this By-law, a rental music hall, administrative office space, and an accessory residential unit, shall be permitted.

b) Regulations:

- i) Maximum number of guests (rental music hall) shall be 50.
- ii) Maximum number of events permitted (rental music hall) per month shall be three (3).
- iii) Operating season (rental music hall) shall be from March 31st to October 31st.
- iv) Noise Curfew (amplified music) (rental music hall) shall be 9:00 pm
- v) Maximum number of parking spaces shall be 31, inclusive of two (2) barrier free spaces.
- vi) Rear yard setback shall be 4.5 m.

c) Prohibited Uses:

Outdoor Storage of any materials and equipment associated with the landscape business, save and except the property owners one

(1) pickup truck and one (1) small trailer to be parked on the property on evenings and weekends.

d) All other provisions of the Community Facility (CF) Zone shall apply.

3. **That** subject to notice of the passing of this By-law in accordance with the provisions of Section 34(18) of the Planning Act, this By-law shall come into force and effect on the date of passing by the Council of the Corporation of the Township of Selwyn where no notice of appeal or objection is received pursuant to the provisions of Section 34(21) of *The Planning Act*, R.S.O.1990, as amended.
4. That this By-law shall come into effect upon the approval of Official Plan Amendment No. 51.

Read a first, second, and third time and finally passed this 9th day of March, 2021.

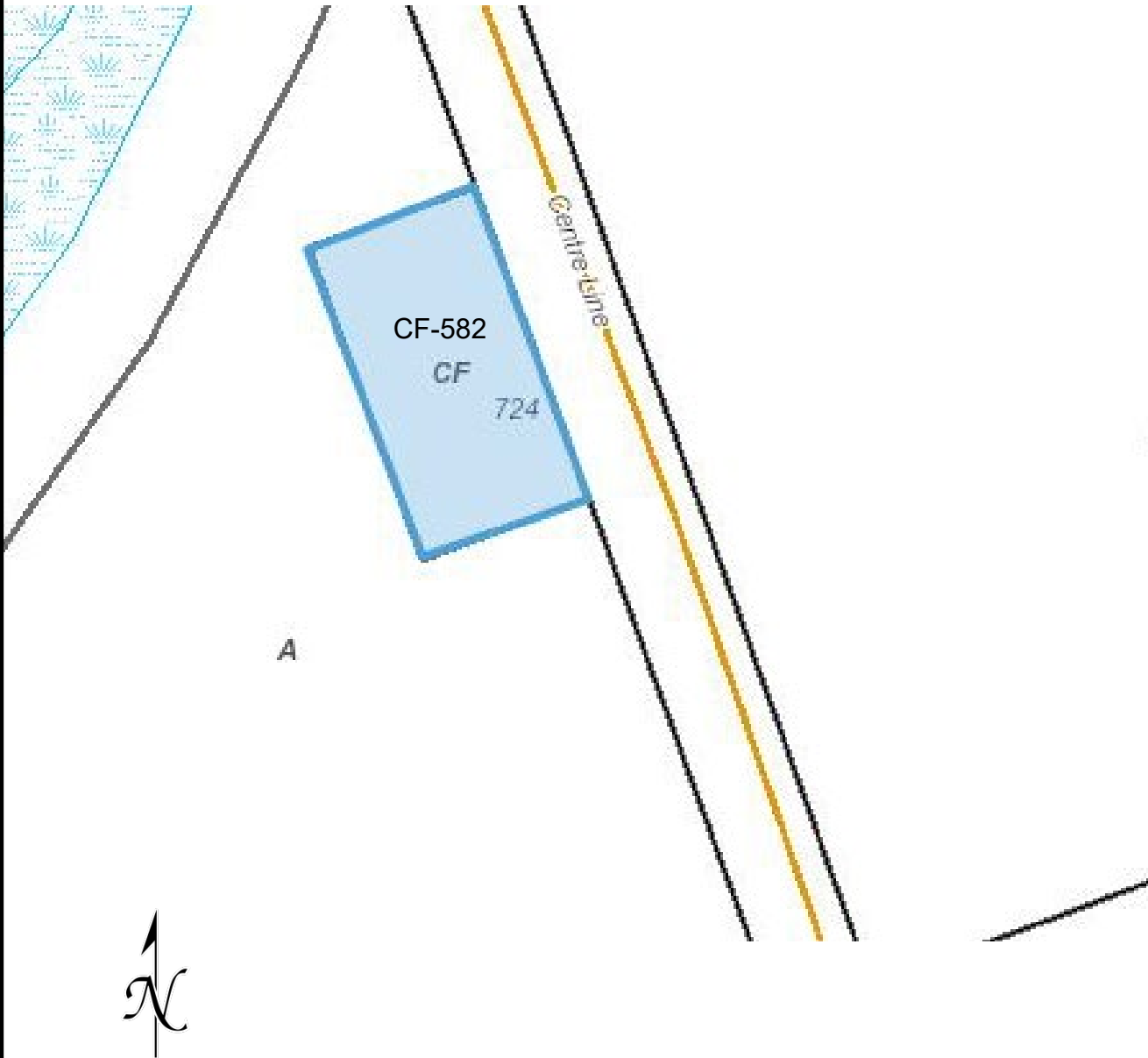
Andy Mitchell, Mayor

Angela Chittick, Clerk

Corporate Seal

The Corporation of the
Township of Selwyn

Schedule 'A' to By-law No. 2021-017



CF-582

Lands to be rezoned from “**Community Facility (CF) Zone**” to
“**Community Facility Exception 582 (CF-582) Zone**”.

Certificate of Authentication
This is Schedule 'A' to By-law No.
2021-018 passed this 9th day of
March, 2021.

Andy Mitchell, Mayor

Angela Chittick, Clerk

Corporate Seal



Date: March 9, 2021

To: Mayor Andy Mitchell and Council Members

From: Jeannette Thompson, Planner

Subject: Official Plan and Zoning By-law Amendments
(Part of Lot 18, Concession 4 (Smith Ward)
- 724 Centre Line)

Status: For Direction

Recommendation

That the report of the Planner regarding the Official Plan Amendment and the Zoning By-law Amendment related to lands described as Part of Lot 18, Concession 4 (724 Centre Line) in the Smith Ward be received for information; and

That Council advise the County of Peterborough that the Township supports the proposed Official Plan Amendment No. 61 to the County Official Plan as described in the document prepared by the County Planning Department; and

That By-law 2021-017, being a By-law to rezone certain lands situated in Part of Lot 18, Concession 4 in the Smith Ward from "Community Facility (CF) Zone" to "Community Facility Exception 582 (CF-582)" be brought forward to the by-law section of the agenda for consideration.

Information

Summary of Application

The County and Township have received a complete application for an Official Plan Amendment (OPA) and a Zoning By-law Amendment (ZBLA), respectively, for the lands described as being Part of Lot 18, Concession 4 in the Smith Ward, municipally known as 724 Centre Line (Figure 1).

The property is the site of the former Fairview United Church; and are presently designated '**Prime Agriculture**' and zoned '**Community Facility (CF)**'.

The amendments are required in order to facilitate the development of the lot including the conversion of the former Fairview United Church to a rental music hall, the conversion of the former rectory office into an administrative office for the property owners existing landscaping business, and the conversion of the former education centre to an accessory residential unit for use by the property owners.

It is proposed that the music hall will be rented two to three times a month on Fridays from 7:00 p.m. to 9:00 p.m. and will accommodate a maximum of 50 people.

The administrative office will be operated by the owners of the property who run a landscaping business. There will be no storage of materials or equipment onsite with the exception of the owner's trailer and pickup truck. The proposed garden/orchard will be for personal use.

The proposed OPA intends to add a site-specific policy to the subject property to allow a rental music hall, administrative office, and an accessory residential unit. The proposed ZBLA intends to create an exception to the Community Facility Zone specific to the property that permits a rental music hall, administrative office, and an accessory residential unit, in addition to the uses permitted in the CF Zone.



Figure 1: Location Plan

In support of the applications, the following documents/studies were submitted with the amended application:

- Planning Justification Report (PJR), prepared by D.M. Wills Associates Limited, dated August 2020;
- Traffic Impact Brief, Study (TIS), prepared by D.M. Wills Associates Limited, dated August 21, 2020;
- Site Services Option Report (SSOR), prepared by D.M. Wills Associates Limited, dated August 2020;
- Plan of Survey, prepared by JBF Surveyors, dated April 13, 2020;
- Proposed Drainage Plan, prepared by D.M. Wills Associates Limited, dated August 24, 2020;

- Response Letter to County and Township Comments, prepared by D.M. Wills Associates Limited, dated September 15, 2020.

A review of the application has been completed to determine conformity with the Provincial policy and plans, as well as the County and Township Official Plan (refer to the Planning Analysis).

It is my professional planning opinion that the proposal is consistent with the Provincial Policy Statement and the Growth Plan and maintains the spirit and intent of the County and Township Official Plans and the Township Zoning By-law, and represents good planning.

Response to Circulation of Notice

Dated October 2, 2020, the prescribed Ministries and Agencies were provided with notice of the “complete” application via email / courier and facsimile, as well as any neighbouring property owners within 120 metres of the subject lands by prepaid first-class mail. Further, on February 16, 2021, the County and Township provided Notice of a Complete Application and a Public Meeting by prepaid first-class mail to any property owner(s) within a 120 metre radius of the subject lands. The prescribed Ministries and Agencies were provided notice via email and facsimile. The subject property was posted with a sign advertising the public meeting. The notice was also published in the Peterborough This Week on February 17, 2021. The notice is available on the County and Township websites. The notice circulation complies with the requirements of *The Planning Act*.

The following correspondence has been received to date:

Ministry/Agency/Peer Review Comments

- **Peterborough Public Health** dated October 8, 2020 - No objection to the applications. An *Existing Sewage System* permit is required prior to the issuance of a building permit.
- **Otonabee Region Conservation Authority** dated October 26, 2020 - No objection to the applications. ORCA technical staff did not foresee any negative impacts to overall stormwater management of the site and are of the opinion that the applications are consistent with Section 3.1 of the Provincial Policy Statement (PPS), referencing Natural Hazards, Sections 2.1 and 2.2 of the PPS referencing Natural Heritage and Water, and Sections 4.2.3 and 4.2.4 of the Growth Plan referencing Key Hydrologic Features. Permits from ORCA will not be required for the proposed development.
- **County of Peterborough Engineering and Design** dated October 28, 2020, January 14, 2021 and February 9, 2021 – The County is satisfied with the

recommendations of the TIS and the proposed design of the entrance and SWM facility. An entrance permit will be required and if a new sign is proposed, a sign permit will also be required.

- **Enbridge Gas Inc.** dated November 6, 2020 - No objection to the applications.
- **Peer Review of Servicing Options Report by Stantec** dated November 5, 2020 – Stantec has no specific concerns in regard to the conclusions stated in the Site Servicing Options Report (SSOR), that based on the footprint/layout of the existing buildings there is sufficient space for two sewage disposal systems, comprised of septic tanks and filter beds, that meet minimum setback requirements. Further, Stantec has no specific concerns in regard to the conclusions stated in the SSOR, that based on D.M. Wills interpretation of the 1968 2 hour pumping tests that an adequate water supply is available from the existing well for the proposed residence, music hall and office space. The groundwater exhibits relatively good physical, chemical and biological quality under the Ontario Drinking Water Quality Standards; however, treatment may be required for hardness and turbidity. If the proposed music hall will provide potable drinking water to guests/public, a Small Drinking Water System Permit must be obtained from PPH. It is also not anticipated that the proposed development will negatively affect surrounding water users' wells.

Public Comments

No public comments have been received to date.

Financial Impact

The recommendation in this report has no financial impact.

Strategic Plan Reference

Goal 3: Support a sustainable, balanced, and investment-ready community.
Official Plan and Zoning By-law updates that support environmental and agricultural stewardship, housing diversity and economic investment.

Environmental Impact

The recommendation in this report has no environmental impact.

Attachment

- Planning Justification Report prepared by D.M. Wills Associated Limited, dated August 2020.

- Addendum to the Planning Justification Report prepared by D.M. Wills Associated Limited, dated September 15, 2020.
- Ministry/Agency/Peer Review Comments
- Response to Peer Review, Agency & Public Comments prepared by D.M. Wills Associated Limited, dated December 18, 2020.
- County Public Works Department Review Letter dated February 9, 2021.
- Draft Official Plan Amendment No.61 prepared by County Planning Staff.
- Draft Zoning By-law Amendment prepared by Township Planning Staff.

Jeannette Thompson

Prepared By: Jeannette Thompson, Planner

Robert Lamarre

Reviewed By: Robert Lamarre, Manager of Building & Planning

Janice Lavalley

Reviewed By: Janice Lavalley, CAO

Planning Analysis for Official Plan Amendment File No. 15OP-20008 and Zoning By-law Amendment File No. C-10-21

The Development Proposal

The County and Township have received a complete application for an Official Plan Amendment (OPA) and a Zoning By-law Amendment (ZBLA), respectively, for the lands described as being Part of Lot 18, Concession 4 in the Smith Ward, municipally known as 724 Centre Line (Figure 1).

The property known as 724 Centre Line, and is the former Fairview United Church. Presently the lands are designated '**Prime Agriculture**' and zoned '**Community Facility (CF)**'.

The amendments are required in order to facilitate the development of the lot including the conversion of the former Fairview United Church to a rental music hall, the conversion of the former rectory office into an administrative office for the property owners existing landscaping business, and the conversion of the former education centre to an accessory residential unit for use by the property owners.

It is proposed that the music hall will be rented two to three times a month on Fridays from 7:00 p.m. to 9:00 p.m. and will accommodate a maximum of 50 people.

The administrative office will be operated by the owners of the property who run a landscaping business. There will be no storage of materials or equipment onsite with the exception of the owner's trailer and pickup truck. The proposed garden/orchard will be for personal use.

The proposed OPA intends to add a site-specific policy to the subject property to allow a rental music hall, administrative office, and an accessory residential unit. The proposed ZBLA intends to create an exception to the Community Facility Zone specific to the property that permits a rental music hall, administrative office, and an accessory residential unit, in addition to the uses permitted in the CF Zone.

Property Description, Existing and Surrounding Land Uses

The subject property is described as being Part of Lot 18, Concession 4 (Smith Ward) and is municipally known as 724 Centre Line. The subject property comprises approximately 0.4 hectare (0.99 acre) of land with approximately 85.79 metres (281.46 feet) of frontage on Centre Line. The subject property is located south of the intersection of the Fifth Line and Centre Line.

Surrounding land uses include agricultural and limited rural residential uses to the north; primarily agricultural uses to the west, south and east. An unevaluated wetland located northwest of the subject property. The surrounding agricultural land is primarily used for crop production (refer to Figure 2).



Figure 2: Surrounding Land Uses

Analysis

The Provincial Policy Statement

The Provincial Policy Statement (PPS) 2014, as issued under the authority of Section 3 of The Planning Act, came into effect on April 30, 2014. Further, Section 3 of The Planning Act requires that planning authorities “shall be consistent with” the PPS. The intent of the PPS is to provide direction on matters related to land use planning and development. Within the context of the proposal, certain provisions of the PPS are considered to have relevance.

Section 1 (Building Strong Communities) promotes efficient land use and development patterns in order to support strong, liveable, and healthy communities; and to protect the environment, public health and safety; and to facilitate economic growth.

The Planning Justification Report assessed the applications within the context of the 2020 Provincial Policy Statement (PPS), in particular Sections 1.1.4, 1.1.5, 1.2.6, 1.3,

1.4, 1.7, 2.3 and 2.6 of the PPS. Please note that Section 1.1.5 of the PPS is not relevant to this proposal given the lands are located in a prime agricultural area.

Section 2.3.6.1 states;

“Planning authorities may only permit non-agricultural uses in prime agricultural areas for:

b) limited non-residential uses, provided that all of the following are demonstrated:

- 1. the lands does not comprise a specialty crop area;*
- 2. the proposed use complies with the minimum distance separation formulae;*
- 3. there is an identified need within the planning horizon provided for in policy 1.1.2 for additional land to accommodate the proposed use; and*
- 4. alternative locations have been evaluated, and*
 - i. there is no reasonable alternative locations which avoid prime agricultural areas; and*
 - ii. there are no reasonable alternate locations in prime agricultural areas with lower priority agricultural lands.”*

Overall, staff do not have any concerns with the proposed redevelopment of the subject property. It has been adequately demonstrated that there is no alternate locations outside the prime agricultural area to accommodate the proposed uses on the property. Based on the former use of the subject property as a church as well as the size of the property, it has been shown that the proposed uses do not compromise the surrounding agricultural area – the property is not considered a specialty crop area, the proposed uses comply with minimum distance separation requirements and the property is not considered priority agricultural lands. The need for the proposed rental music hall has been demonstrated and takes advantage of an underutilized building that offers similar acoustic infrastructure required for a music hall.

Section 2.6.3.1 b) makes the distinction that non-residential uses may be permitted in prime agriculture areas, provided the four tests are met. The Planning Justification Report did not touch on the need for the residential unit, but opined that the accessory residential unit will allow the owners to better steward the property, as well as foster compact, multi-use development. In addition, the Planning Justification Report reviewed the proposal within the context of Section 1.1.4.1 of the PPS and states that the proposal builds upon the rural character of the area and leverages rural amenities and assets provided in subsection (a), by utilizing and preserving the exterior of the existing buildings. In addition to the repurposing of the existing building, the proposal takes advantage of the rural infrastructure available provided in subsection (e), by using the existing well, entrances and gravel surfaces for parking. The proposal also appears

to promote regeneration provided in subsection (b). As described in the Planning Justification Report, *“as the demographics of rural communities continue to shift, so does the needs of those communities...as religious buildings become vacant, repurposing them to better serve the changing needs of the community is vital.”*

Overall, staff is satisfied that the proposal is consistent with the PPS.

A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019

The Places to Grow Act, 2005 (Bill 136), which received Royal Assent on June 13, 2005; promotes the use of growth plans to ensure that growth occurs throughout the Province in a positive manner. A Place to Grow: The Growth Plan for the Greater Golden Horseshoe (2019) came into effect on May 16, 2019. The legislation is centered on the idea of building sustainable communities while making use of existing infrastructure. It also sets out to ensure that long term visions and goals guide decision-making, in order to maintain healthy and sustainable future growth opportunities.

The Planning Justification Report assessed the applications within the context of the Growth Plan for the Greater Golden Horseshoe 2019 (Growth Plan), in particular Section 1.2.3 which states *“where the policies of this Plan address the same. Similar, related, or overlapping matters as policies in the PPS, applying the more specific policies of this Plan satisfies the requirements of the more general policies in the PPS.”*

Section 4.2.6.3 of the Growth Plan provides more specific policies related to the minimizing or mitigating adverse impacts on the Agricultural System where agricultural uses and non-agricultural uses interface. The Planning Justification Report supports this policy by providing that, *“the impact of non-agricultural uses in the prime agricultural area was established 148 years ago when the church was constructed [and] the owners have tailored their proposal to the existing infrastructure onsite and intend to preserve the character of the area by maintaining the facades of the existing buildings.”*

Overall, staff is satisfied that the proposal is consistent with the Growth Plan.

County of Peterborough Official Plan

In the County Official Plan, the subject property is identified as **“Rural and the Cultural Landscape”**. The goal of this designation is *“to preserve and enhance the rural character of the County as a cultural resource and ensure the viability of the agricultural industry”*. The proposal does not detract from this goal.

Township of Selwyn Official Plan

Official Plan Amendment No. 3 received Ministerial consent on October 22, 2008. The amendment functions as the lower tier Official Plan for the Township. Section 6.0 (Local Plan Policies) provides detailed strategies, policies and land use designations for planning and development at the local municipal level.

Schedule A1 (Land Use Plan – Rural Component) of the Official Plan, designates the subject lands **Prime Agriculture** (refer to Figure 3).

As noted in the PJR, the existing uses, which have been in place for 148 years, are not considered permitted uses in the “Prime Agriculture” designation. Further, the change in land use to permit the proposed development are also not permitted in the “Prime Agriculture” designation and therefore an Official Plan Amendment is required.

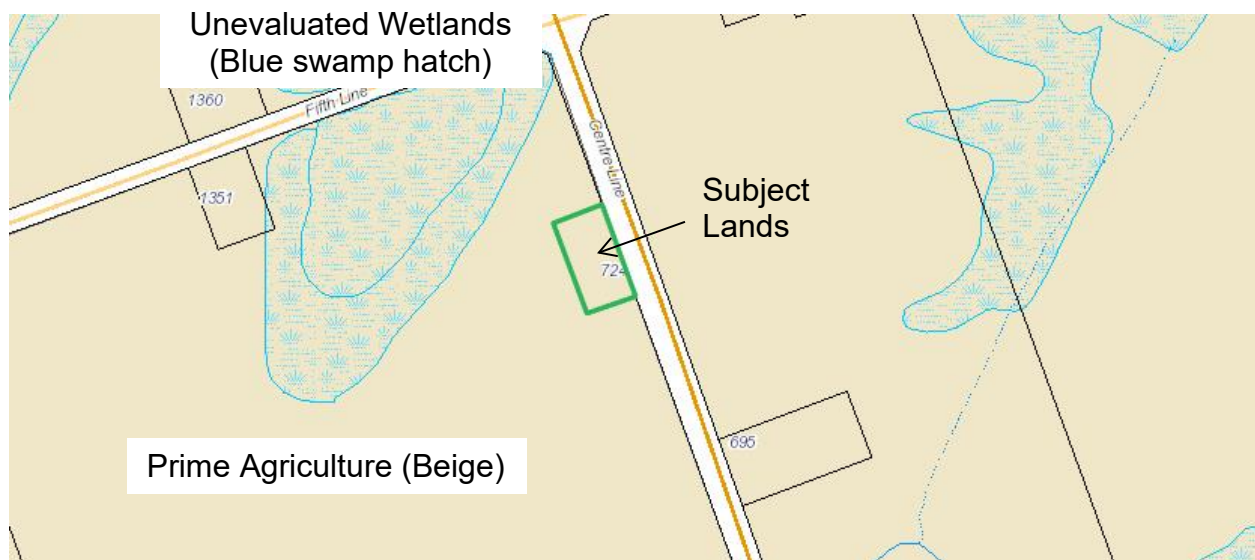


Figure 3: Excerpt from County of Peterborough Official Plan, 2008

The County and Township have completed their review using the policies of the Prime Agriculture designation (S.6.2.1) and Criteria for Assessing Official Plan Amendment Applications (S.7.9).

The property is located within the Prime Agriculture designation. The predominant use of land within the Prime Agriculture designation is for agricultural uses, farm related activities and forestry uses. The official plan amendment proposes to place the subject property in a Special Policy Area of the Prime Agriculture designation to allow additional permitted uses on the subject property including the primary use of the property as a rental music hall, administrative office space, and an accessory residential unit. Non-

agricultural uses may be permitted provided alternative locations within areas designated other than Prime Agriculture are not available and there are no reasonable alternative locations in prime agricultural areas with lower priority agricultural lands.

Section 7.9 of the Official Plan outlines criteria for assessing official plan amendment applications; and are as follows:

(1) The need for the proposed use.

The applicant's planning consultants have noted the following:

"With respect to an identified need, the Owner's have been involved in the Peterborough area music community for some time and the availability of affordable rental music halls for young musicians has been identified as a need within this community. The Owners were diligent in researching appropriate properties for the proposed uses, and provided that the Fairview United Church has the existing acoustic infrastructure and served a similar purpose (the congregation of people for song and prayer), the Owners felt that the proposed development of a rental music hall was appropriate.

Additionally, with respect to the Owner's existing landscaping business, the Subject Property is central to existing clientele. In relocating to the Subject Property, the existing landscaping business can continue to serve existing clientele in an efficient manner and serve the local community's landscaping needs.

The Owner's have taken special care to tailor the proposed development to the property to ensure that it best conforms to the surrounding community character. The establishment of gardens serves to better integrate the Subject Property with the surrounding agricultural lands than what is currently existing. Furthermore, it is important to note that no additional land is being proposed to accommodate the proposed uses, as the land has been developed for institutional uses for 148 years. Therefore, the proposed amendments support the provision of maintaining and protecting agriculture and providing a diverse rural economic base".

(2) The extent to which the existing designated areas in the proposed categories are developed, and the nature and adequacy of such existing development.

The applicant's planning consultants have noted that *"the proposed development will utilize the existing infrastructure to permit the proposed uses. No new buildings are proposed. The proposed development looks to preserve and enhance the Subject Property".*

(3) The physical suitability of the land for such proposed use, taking into consideration potential for hazard, environmental areas etc.

The applicant's planning consultants have noted that the *"Subject Property is not located in an area that contains any environmental features or hazardous lands. The Subject Property has been historically developed and no new development is proposed with the exception of personal gardens and an orchard"*.

(4) The location of the area under consideration with respect to the existing roads system, vehicular and pedestrian traffic, water supply and sewage disposal, and the protection of the natural environment.

A traffic impact brief was submitted with the application, and subsequently peer reviewed, where it was demonstrated that the proposed change in use will not negatively impact Centre Line.

Additionally, a servicing options brief was submitted, and peer reviewed, which demonstrated that the proposed development can be supported by the existing well and an upgraded septic system.

There are no environmental features located on the subject property.

(5) The compatibility of the proposed use with the uses in adjoining areas.

The subject property is surrounded by agricultural and limited rural residential uses. The applicant's planning consultants have noted that *"the proposed accessory residential unit will not further hinder on agricultural uses in the area as it complies with MDS setbacks"*.

(6) The effect of the proposed use on the surrounding area regarding possible depreciation of adjacent properties.

The applicant's planning consultants indicate that *"the proposed development looks to provide for recreational opportunities for the surrounding landscape (rental music hall). Provided the potential benefits to the community, the proposed development will not have a negative impact on the value of adjacent properties, especially considering the alternative of leaving a historic building to become derelict"*.

(7) The potential effect of the proposed use on the financial position of the Township.

The applicant's planning consultants note that *"the proposed development will have a positive impact on the financial position of the Township as the use of the property will be commercial and residential, as opposed to remaining vacant"*.

(8) Consideration of the soil capability for agriculture and the potential impacts on surrounding agricultural uses and operations.

The applicant's planning consultants have noted that the *"viability of the Subject Property to be used for agricultural purposes is limited. The existing parcel size and the capital investment required to prepare the lands (removal of existing buildings/infrastructure and fence rows) would not be sensible given that the common form of agricultural activity in the area is beef farming and cash crops"*.

(9) Where the proposal involves taking prime agricultural land out of production, the planning justification requirements of the Provincial Policy Statement shall be addressed.

The applicant's planning consultants have noted the following:

"Specific policies for land use in prime agricultural areas are provided in Section 2.3 of the PPS. These policies generally speak to the establishment of new land uses in the prime agricultural area; and restrict such uses to those which are agricultural, agriculture-related or on-farm diversified (2.3.3.1). However, the PPS does not specifically contemplate existing land uses and lots which are not of an agricultural nature.

Notwithstanding that, the existing use of the lot is institutional and the property would not be suitable for agricultural purposes given the reduced lot size and existing development. Further, the PPS does provide policies for limited proposed non-agricultural uses".

(10) The Minimum Distance Separation requirements of the Provincial Policy Statement shall be met for new uses being proposed in proximity to existing livestock facilities.

As noted in the PJR, the subject property and the proposed development comply with the MDS setbacks.

(11) Demonstration of how the proposal conforms to the Provincial Growth Plan.

Please refer to the Growth Plan Section above.

Overall, staff is satisfied the proposed amendments maintain the spirit and intent of the County/Township Official Plan.

Township of Selwyn Comprehensive Zoning By-law No. 2009-021

According to Schedule 'A' of the Township's Comprehensive Zoning By-law, the subject lands are zoned "**Community Facility (CF)**" (refer to Figure 4).

Permitted uses in the (CF) zone include community centre, private hospital, public school and recreational complex, however the proposed development(s) of a rental music hall, administrative office space and an accessory residential unit are currently not permitted in the (CF) zone and therefore a rezoning is required.

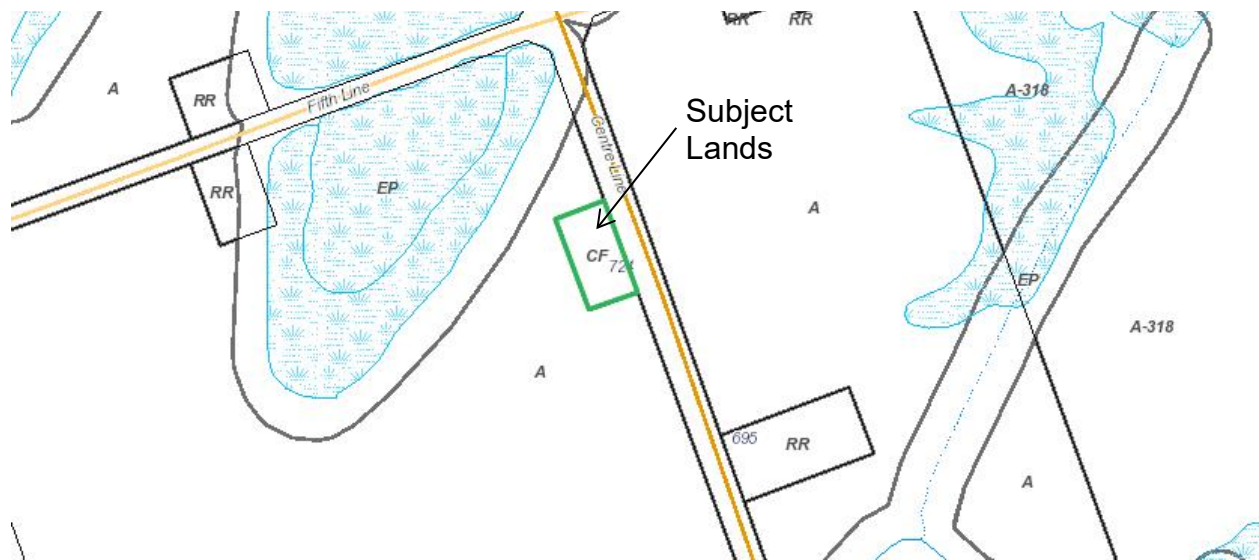


Figure 4: Excerpt from Zoning By-law 2009-021

The amendment will rezone the property to a site-specific 'Community Facility Exception' Zone to allow, in addition to the permitted uses, a rental music hall, administrative office space, and an accessory residential unit.

In order to ensure compatibility with surrounding properties, the amending by-law will also implement site specific regulations which would:

- limit the number of guests of the music rental hall to a maximum of 50;
- permit a maximum of three (3) music rental hall events per month;

- establish an operating season for the music rental hall from March 31st to October 31st;
- establish a noise curfew (amplified music) of 9:00 pm; and
- prohibit the outdoor storage of materials and equipment associated with the landscape business.

The draft by-law has been attached for Council's review.

Conclusion

The purpose of the applications is to amend the Local Component of the County Official Plan and Township Zoning By-law, in order to facilitate the development of the lot including the conversion of the former Fairview United Church to a rental music hall, the conversion of the former rectory office into an administrative office for the property owners existing landscaping business, and the conversion of the former education centre to an accessory residential unit for use by the property owners.

In conclusion, it is my professional planning opinion that the proposal is consistent with the Provincial Policy Statement and the Growth Plan and maintains the spirit and intent of the County and Township Official Plans; and represents good planning.

Jeannette Thompson

Jeannette Thompson, B.Sc., MCIP, RPP
Planner

**The Corporation of the
Township of Selwyn**

By-law Number 2021-018

**Being a By-law passed pursuant to the provisions of
Section 34 of *The Planning Act*, R.S.O. 1990, as amended to amend
the Township of Selwyn Comprehensive
Zoning By-law No. 2009-021, as otherwise amended**

Whereas the Council of the Corporation of the Township of Selwyn has received an application to amend By-Law No. 2009-021, otherwise known as the Comprehensive Zoning By-Law, insofar as is necessary to re-zone those lands described as being situated Part of Lot 36, Concession 12 in the Smith Ward, municipally known as 2766 River Road & 2771 River Road.

The Zoning By-law Amendment is a condition of consent to sever application B-26-20, which was imposed by the Township. The application includes a 54 square metre (582 square foot) shoreline parcel from the property situated at 2771 River Road to be severed. The severed parcel will be merged with 2766 River Road; in order to provide waterfront access. The purpose of the zoning by-law amendment is the following:

- The severed parcel will be zoned “Environmental Protection 471 (EP-471) Zone”. The EP-471 exception zone states “no structures can be constructed upon these lands”;
- The benefiting parcel (2766 River Road) will be zoned “Lakeshore Residential Exception 581 (LR-581) Zone”, which will recognize lot area and frontage deficiencies of the merged parcels (i.e. severed parcel and benefitting lot); and
- Complete a textural amendment to the “Lakeshore Residential Exception 470 (LR-470)”, which will recognize lot area and road frontage deficiencies of the retained lot.

Whereas the Ontario Municipal Act, 2001, S.O. 2001, c.25, Section 5.3, as amended, states that a municipal power shall be exercised by By-law unless the municipality is specifically authorized to do otherwise;

Now therefore the Council of the Corporation of the Township of Selwyn enacts as follows:

1. **That** Schedule “A” attached to and forming part of By-law No. 2009-021, as otherwise amended, is hereby further amended by rezoning certain lands situated in Part of Lot 36, Concession 12 in the Smith Ward from “**Lakeshore Residential Exception 470 (LR-470) Zone**” to “**Environmental Protection 471 (EP-471) Zone**”, from “**Residential Type One (R1) Zone**” to “**Lakeshore Residential Exception 581 (LR-581) Zone**”, as illustrated on Schedule “A” attached hereto and by this reference forming part of this By-law.
2. **That** Schedule ‘B’, entitled Exceptions Zones, of By-law No. 2009-021, as amended, is hereby further amended with the addition of subsection 581, which shall read as follows:

Lakeshore Residential Exception 481 (LR-481)

Notwithstanding the zone regulations of the Lakeshore Residential Zone to the contrary, within the LR-481 Zone the following shall apply:

- | | | |
|------|--|-------------------|
| i) | minimum lot area | 944 square metres |
| ii) | minimum lot frontage (road) | 18 metres |
| iii) | minimum lot frontage (water) | 18 metres |
| iv) | minimum front yard setback and the minimum side yard setbacks shall be as existing the date of passage of this zoning by-law (March 9 th , 2021). | |

- v) All other provisions of the Lakeshore Residential Zone shall apply.
- 3. **That** Schedule ‘B’, entitled Exceptions Zones, of By-law No. 2009-021, as amended, is hereby further amended with the addition of the following to subsection 470:

“...; and that the minimum lot area and minimum lot frontage (road) shall be 0.22 hectares, and 41 metres, respectively”.
- 4. **That** the Mayor and Clerk be authorized to sign any agreements related to Consent Application File No. B-26-20.
- 5. **That** subject to notice of the passing of this By-law in accordance with the provisions of Section 34(18) of the Planning Act, this By-law shall come into force and effect on the date of passing by the Council of the Corporation of the Township of Selwyn where no notice of appeal or objection is received pursuant to the provisions of Section 34(21) of *The Planning Act*, R.S.O.1990, as amended.

Read a first, second, and third time and finally passed this 9th day of March, 2021.

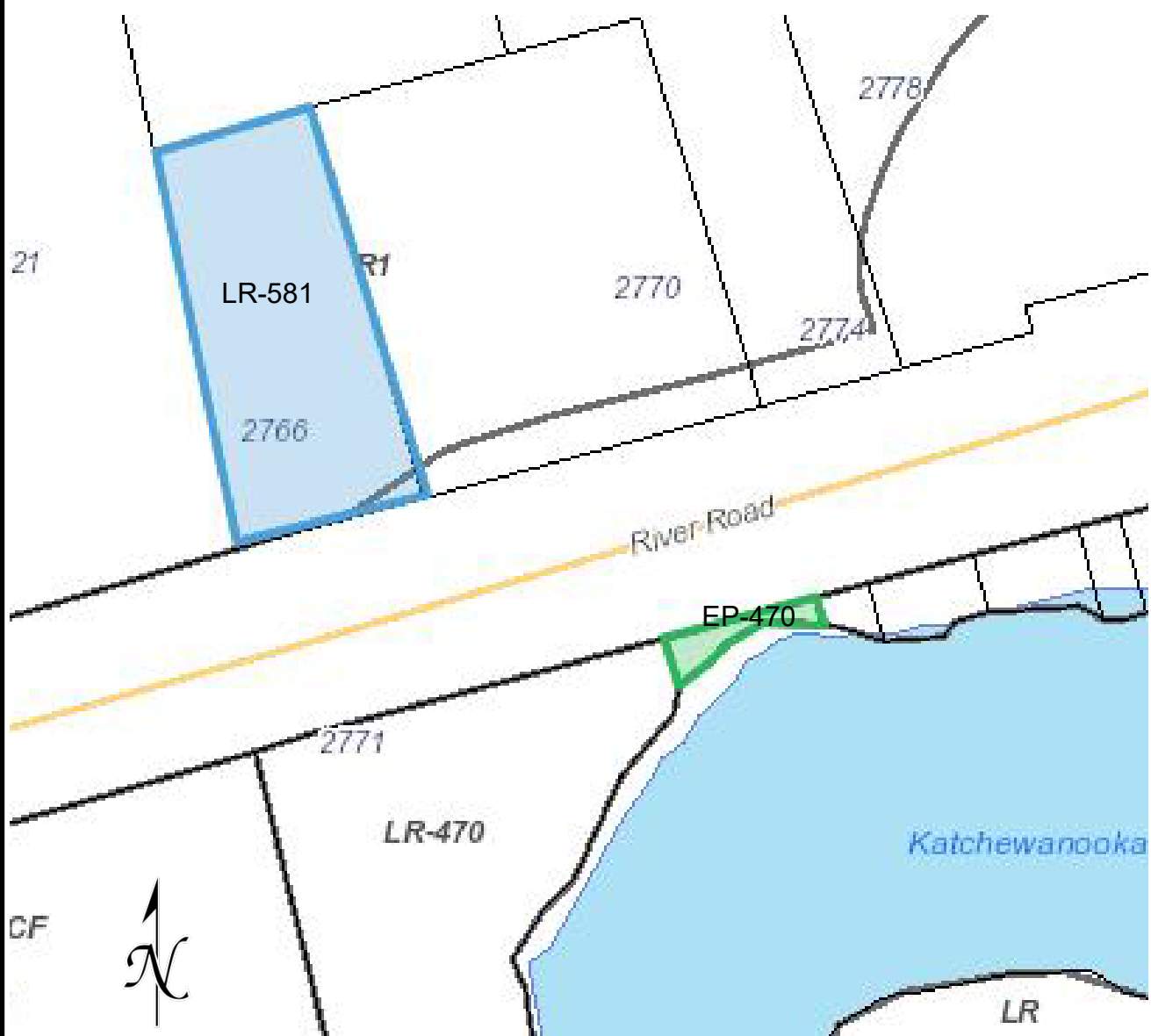
Andy Mitchell, Mayor

Angela Chittick, Clerk

Corporate Seal

The Corporation of the
Township of Selwyn

Schedule 'A' to By-law No. 2021-018



LR-581

Lands to be rezoned from “*Residential Type One (R1) Zone*” to “*Lakeshore Residential Exception 581 (LR-581) Zone*”.

EP-470

Lands to be rezoned from “*Lakeshore Residential Exception 470 (LR-470) Zone*” to “*Environmental Protection 471 (EP-471) Zone*”.

Certificate of Authentication

This is Schedule 'A' to By-law No. 2021-018 passed this 9th day of March, 2021.

Andy Mitchell, Mayor

Angela Chittick, Clerk

Corporate Seal



Date: March 9, 2021

To: Mayor Andy Mitchell and Council Members

From: Jeannette Thompson, Planner

Subject: Zoning By-law Amendment– 2766 River Road &
2771 River Road

Status: For Direction

Recommendation

That the report of the Planner regarding the Zoning By-law Amendment related to lands described as Part of Lot 36, Concession 12 in the Smith Ward be received for information; and

That By-law 2021-018, being a By-law to rezone certain lands situated in Part of Lot 36, Concession 12 in the Smith Ward from “Lakeshore Residential Exception 470 (LR-470) Zone” to “Environmental Protection 471 (EP-471) Zone”; from “Residential Type One (R1) Zone to Lakeshore Residential Exception 581 (LR-581) Zone”; and to complete a textural amendment to the Lakeshore Residential Exception 470(LR-470), be brought forward to the by-law section of the agenda for consideration; and

That the Mayor and Clerk be authorized to sign any agreements related to Consent Application File No. B-26-20.

Information

Summary of Application

The Township has received a complete application for a Zoning By-law Amendment for the lands described as being Part of Lot 36, Concession 12 in the Smith Ward, municipally known as 2766 River Road and 2771 River Road.

The subject lands are designated **Hamlet** and **Environmental Constraint (Floodplain)**; and are zoned “**Lakeshore Residential Exception 470 (LR-470)**”, “**Residential Type One (R1)**” and “**Environmental Protection (EP) (Floodplain)**”.

The Zoning By-law Amendment is a condition of consent to sever application B-26-20, which was imposed by the Township. Figure 1 illustrates the proposed severance of a 54 square metre (582 square foot) shoreline parcel from the property situated at 2771 River Road. The severed parcel will be merged with 2766 River Road; in order to

provide waterfront access. The purpose of the zoning by-law amendment is the following:

- The severed parcel will be zoned **“Environmental Protection 471 (EP-471) Zone”**. The EP-471 exception zone states *“no structures can be constructed upon these lands”*.
- The benefiting parcel (2766 River Road) will be zoned **“Lakeshore Residential Exception 581 (LR-581) Zone”**, which will recognize lot area and frontage deficiencies of the merged parcels (i.e. severed parcel and benefiting lot).
- Complete a textural amendment to the **“Lakeshore Residential Exception 470 (LR-470)”**, which will recognize lot area and road frontage deficiencies of the retained lot.

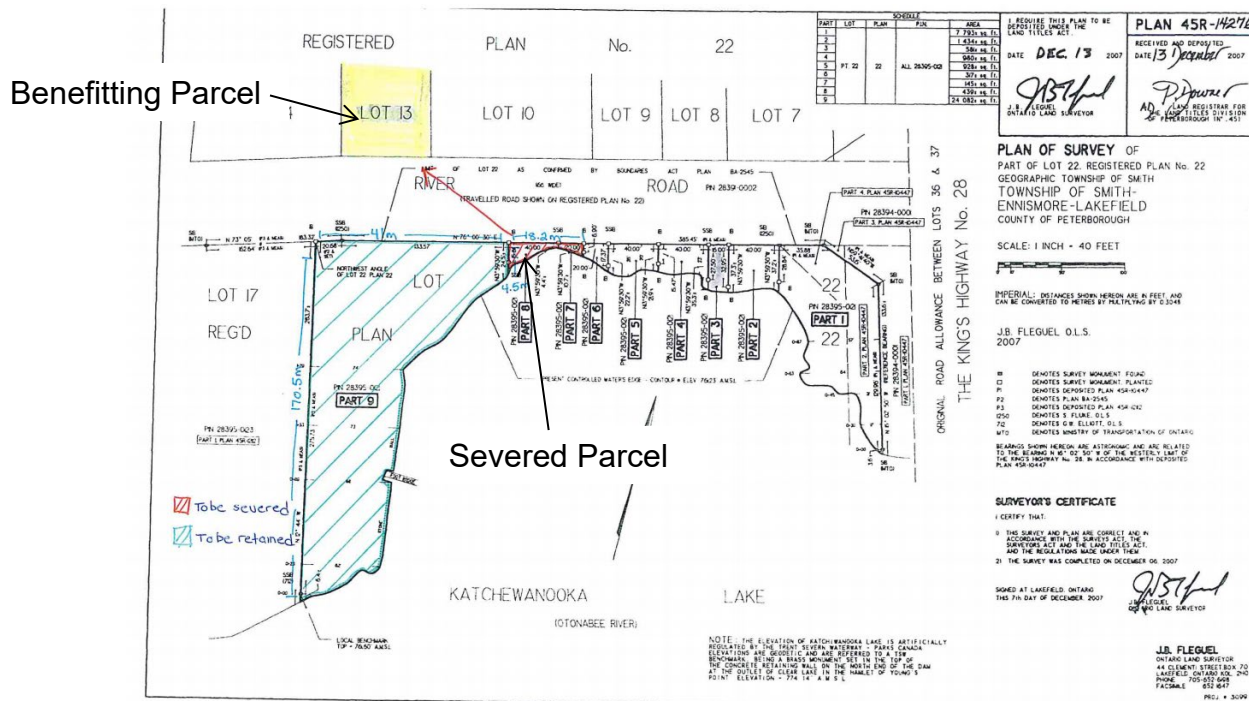


Figure 1: Proposed Severance & Merger

It is my professional planning opinion that the proposal is consistent with the Provincial Policy Statement and the Growth Plan and maintains the spirit and intent of the County and Township Official Plans and the Township Zoning By-law.

Response to Circulation of Notice

Dated February 16, 2021, the Township provided Notice of a Complete Application and a Public Meeting by prepaid first-class mail to any property owner(s) within a 120 metre

radius of the subject lands. The prescribed Ministries and Agencies were provided notice via email and facsimile. The subject property was posted with a sign advertising the public meeting. The notice is available on the Township's website. The notice circulation complies with the requirements of *The Planning Act*. The Township has received correspondence from:

Ministries/Agencies

- Ministry of Transportation (February 17, 2021) – no objections

No further responses have been received to date

Financial Impact

The recommendation in this report has no financial impact.

Strategic Plan Reference

Goal 3: Support a sustainable, balanced, and investment-ready community.
Official Plan and Zoning By-law updates that support environmental and agricultural stewardship, housing diversity and economic investment.

Environmental Impact

The Environmental Protection Exception Zone will ensure that the shoreline (severed) parcel will remain undeveloped.

Attachment

- Draft Zoning By-law Amendment prepared by Township Planning Staff

Jeannette Thompson

Prepared By: Jeannette Thompson, Planner

Robert Lamarre

Reviewed By: Robert Lamarre, Manager of Building & Planning

Janice Lavalley

Reviewed By: Janice Lavalley, CAO

Planning Analysis for Zoning By-law Amendment File No. C-01-21

The Development Proposal

The Township has received a complete application for a Zoning By-law Amendment for the lands described as being Part of Lot 36, Concession 12 in the Smith Ward, municipally known as 2766 River Road and 2771 River Road (refer to Figure 2).



Figure 2: Location Map

The subject lands are designated **Hamlet** and **Environmental Constraint (Floodplain)**; and are zoned ***"Lakeshore Residential Exception 470 (LR-470)"***, ***"Residential Type One (R1)"*** and ***"Environmental Protection (EP) (Floodplain)"***.

The Zoning By-law Amendment is a condition of consent to sever application B-26-20, which was imposed by the Township. Figure 1 illustrates the proposed severance of a 54 square metre (582 square foot) shoreline parcel from the property situated at 2771 River Road. The severed parcel will be merged with 2766 River Road; in order to provide waterfront access. The purpose of the zoning by-law amendment is the following:

- The severed parcel will be zoned ***"Environmental Protection 471 (EP-471) Zone"***. The EP-471 exception zone states *"no structures can be constructed upon these lands"*.

- The benefiting parcel (2766 River Road) will be zoned ***“Lakeshore Residential Exception 581 (LR-581) Zone”***, which will recognize lot area and frontage deficiencies of the merged parcels (i.e. severed parcel and benefiting lot).
- Complete a textural amendment to the ***“Lakeshore Residential Exception 470 (LR-470)”***, which will recognize lot area and road frontage deficiencies of the retained lot.

Surrounding land uses include residential to the north and west; and a mix of commercial and residential to the east. Katchewanooka Lake is situated to the south (refer to Figure 3).



Figure 3: Surrounding Land Uses

Analysis

The Provincial Policy Statement

The Provincial Policy Statement (PPS) 2020 as issued under the authority of Section 3 of The Planning Act came into effect on May 1, 2020. Further, Section 3 of The Planning Act requires that planning authorities “shall be consistent with” the PPS. The intent of the PPS is to provide direction on matters related to land use planning and development. Within the context of the proposal, certain provisions of the PPS are considered to have relevance.

Section 1 (Building Strong Communities) promotes efficient land use and development patterns in order to support strong, liveable, healthy and resilient communities; and to protect the environment, public health and safety; and to facilitate economic growth.

Section 1.1.4 specifically addresses Rural Areas within municipalities. This section indicates that rural areas are important to the economic success of the Province and our quality of life. This section of the PPS also ensures that new development builds upon the rural character, leverages rural amenities and assets, and uses rural infrastructure and public service facilities efficiently. As the merged residential lot can be sustained by existing service levels, including private well and septic, I believe that the proposal is considered to be consistent with the PPS.

Places To Grow – Growth Plan for the Greater Golden Horseshoe, 2019

The Places to Grow Act, 2005 (Bill 136), which received Royal Assent on June 13, 2005; promotes the use of growth plans to ensure that growth occurs throughout the Province in a positive manner. The Growth Plan for the Greater Golden Horseshoe (2019) came into effect on May 16, 2019.

The legislation is centered on the idea of building sustainable communities while making use of existing infrastructure. It also sets out to ensure that long term visions and goals guide decision-making, in order to maintain healthy and sustainable future growth opportunities.

The Growth Plan directs development to recognized ‘settlement areas’. Development outside of ‘settlements areas’, may be permitted in accordance with Section 2.2.9 which indicates that development in rural areas should be related to the management or use of resources, resource-based recreational activities and rural land uses that cannot be located in settlement areas provided that they are compatible with the rural landscape and surrounding local uses, can be sustained by rural service levels and will not adversely impact the protection of agricultural uses and other resource-based uses. I am of the opinion that the proposal is consistent with the directives of the Growth Plan.

County of Peterborough Official Plan

The County Official Plan identifies the subject lands “Shoreland Areas and the Waterfront”. The goal of this designation is to “improve and protect the waterfront area in Peterborough County as a significant cultural, recreational, economic, and natural environment resource and enhance land areas adjacent to the shore”. The proposal would not detract from the overall character of the area.

Township of Selwyn Official Plan

Official Plan Amendment No. 3 received Ministerial consent on October 22, 2008. The amendment functions as the lower tier Official Plan for the Township. Section 6.0 (Local Plan Policies) provides detailed strategies, policies and land use designations for planning and development at the local municipal level.

Schedule A1 (Land Use Plan – Rural Component) of the Official Plan, designates the subject lands Hamlet and Environmental Constraint (refer to Figure 4). Sections 6.2.3 and 6.2.15 of the Official Plan outlines policies within these designations, respectively. The use of lands within the Hamlet designation includes residential uses in the form of single detached dwellings. The Environmental Constraint designation identifies an area that is flood susceptible (lot addition). The lot being merged will not be subject to any development.

Overall, I am of the opinion that the intent of the Official Plan is maintained.

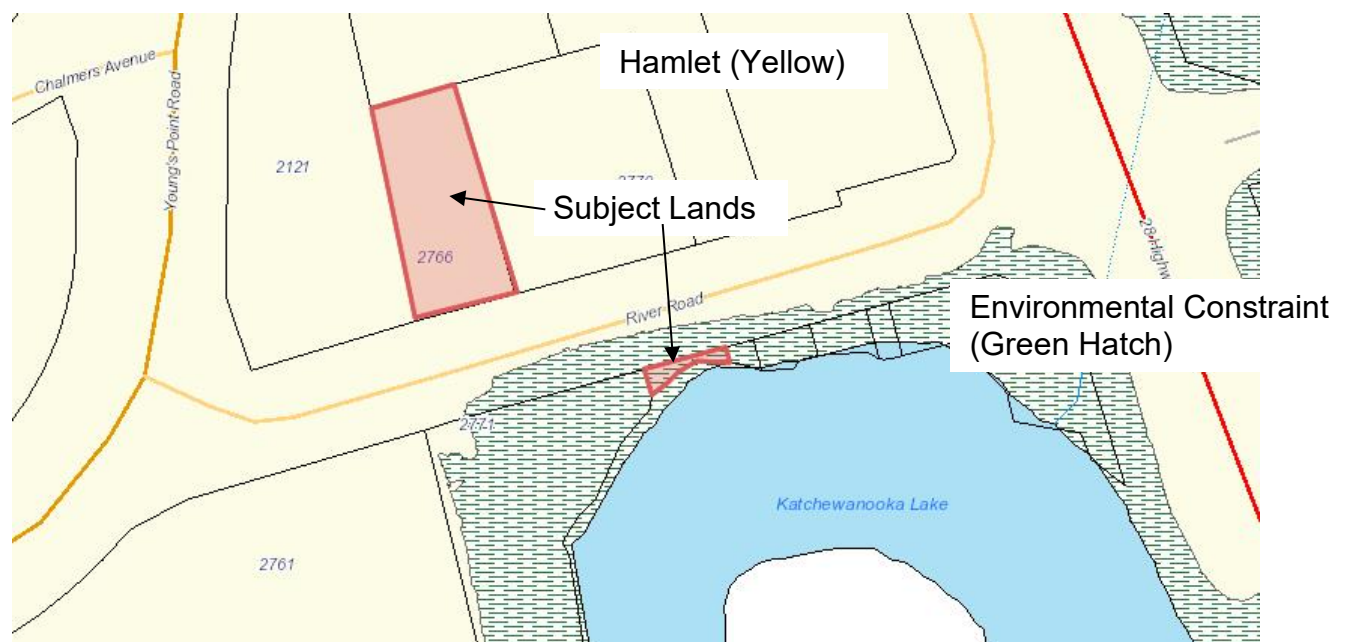


Figure 4: Excerpt from County of Peterborough Official Plan, 2008

Township of Selwyn Comprehensive Zoning By-law No. 2009-021

According to Schedule 'A', the subject lands are zoned "**Lakeshore Residential Exception 470 (LR-470)**", "**Residential Type One (R1)**" and "**Environmental Protection (EP) (Floodplain)**" (refer to Figure 5). As previously noted, the Township imposed a condition of the provisional consent that obligates the applicant to rezone the subject lands, which will accomplish the following:

- The severed parcel will be zoned "**Environmental Protection 471 (EP-471) Zone**". The EP-471 exception zone states "*no structures can be constructed upon these lands*".

- The benefiting parcel (2766 River Road) will be zoned “**Lakeshore Residential Exception 581 (LR-581) Zone**”, which will recognize lot area and frontage deficiencies of the merged parcels (i.e. severed parcel and benefiting lot).
- Complete a textural amendment to the “**Lakeshore Residential Exception 470 (LR-470)**”, which will recognize lot area and road frontage deficiencies of the retained lot.

The draft by-law has been attached for your review.



Figure 5: Excerpt from Zoning By-law 2009-021

In conclusion, it is my professional planning opinion that the proposal is consistent with the Provincial Policy Statement and the Growth Plan and maintains the spirit and intent of the County and Township Official Plans; and represents good planning. Staff therefore recommends that Council forward draft By-law No. 2021-018 to the By-law section of the agenda for consideration.

Jeannette Thompson

Jeannette Thompson, BSc, MCIP, RPP
Planner



Date: March 9, 2021

To: Mayor Andy Mitchell and Council Members

From: Lane Vance, Manager of Financial Services & Angela Chittick, Manager of Community & Corporate Services /Clerk

Subject: Grants - Municipal Modernization- Intake 2 and Healthy Communities

Status: For Direction

Recommendation

That the report related to Municipal Modernization-Intake 2 and Healthy Communities grants be received for information; and

That the Council of the Township of Selwyn endorse an application to the Provincial – Intake 2 Municipal Modernization Grant program for the digitization of Township property files, building and planning application files and road files for integration into relevant Township software applications to enhance access, search ability of records and better utilization of corporate spaces (conversion of storage space to useable work space).

Information

The following information is provided related to the **Municipal Modernization-Intake 2 Grant** and the **Healthy Communities Grant**

Municipal Modernization Phase 2

This grant is a continuation of the Province's funding programs to assist municipalities with modernizing their operations through efficiencies, new work processes, implementation of technology etc...

The Township has already received two allocations of modernization funding in the total amount of \$807,696 (allocation one \$627,696; allocation two \$180,000). These funds were used for the third party service delivery reviews of the Building and Planning Department; Fire Service; Landfill; Water and Waste Water; and Recreation Services. The funds were also used for website enhancements; implementation of a Municipal App and Virtual Town Hall; asset management software; new financial services and building e-permitting software. Remaining funds of approximately \$128,000 has been committed to fund other efficiency initiatives that were identified through the various service delivery reviews such as recreation booking software, landfill/tipping software, maximizing the Fire House software, expanding use of Laserfiche etc...

The most recent Modernization Grant – Intake 2 announcement includes an **Implementation Stream** and a **Review Stream**. Staff is recommending that an application be made under the **Implementation Stream**. Eligible Projects can include:

- Digital modernization
- Service integration
- Streamlined development approvals
- Shared services/alternative service delivery models
- The expected outcomes are expected to result in efficiencies or cost savings.

The Province will fund projects valued between \$5,000 to \$250,000 under the following cost sharing: 65%(Province) 35% (Municipal).

Staff are proposing to apply for grant to digitize the Township's property roll files, building and planning files and road files. Each municipal property has a paper file. There is also an individual file for each Township road. Individual files are also established for each building permit issued and planning application. When the building permit/planning application is closed these paper files are merged with the property file. It is estimated that there are over 10,000 individual paper files. These files require storage and when searching for information the file must be pulled from the storage area and reviewed. Digitizing these records would enable easier and shared access to records as well as eliminating the need for storage areas that could be converted to useable work stations. The digitization of the records would also be integrated into the Township's other software applications (Laserfiche and CGIS). To facilitate this project, a dedicated project coordinator and additional staff resource would be contracted to manage this project. Scope of work would include:

- preparation of individuals files (eliminating duplicates, removing staples/clips), ensuring a roll # is assigned to each file as an identifier
- compiling certain records for third party scanning (large print documents/plans etc..)
- scanning records
- uploading records into software applications (Laserfiche, CGIS etc...)
- shredding duplicate/redundant records

The grant application would be made to include expenses for staffing resources, scanning equipment/technology, third party scanning services, shredding, and software licencing. We estimate that this project could take 12 – 15 months.

A Council Resolution endorsing the project is deemed to be an asset with the grant submission and as such a recommended Resolution is included in the report's recommendation.

Canada Healthy Communities Initiative

This grant has three project themes:

- Safe and vibrant public spaces
- Improved mobility options
- Digital solutions

This Federal program will fund eligible project costs valued between \$5,000 to \$250,000. An application will be made to complete Phase 2 and 3 of the Fairbairn Street Trail (Bridgenorth to Peterborough) between Lindsay Rd and 5th Line. Phase 2 and 3 include the trail section between Pinehill Rd and 5th Line (Phase 2) and Creamery Rd and Edmison Rd (Phase 3). An Environmental Impact Study was completed by Cambium to determine construction methods for these phases as there is a significant wetland in this area. An ORCA permit will also be required for the floating boardwalk portions of the trail. These phases will promote healthy and safe outdoor lifestyles and improve access for pedestrians and cyclists aligning with the grant objectives.

There are two rounds of funding and an application will be submitted under Round One (deadline March 9th and it is expected that decisions will be made by April 30, 2021) A Council Resolution is not a requirement of the grant application.

Strategic Plan Reference

Achieve excellence in governance and service delivery.

Financial Impact

Should these grants be approved, a funding plan will be brought forward for Council's consideration to be included in the budget.

Angela Chittick

Prepared By: Angela Chittick, Manager of Community & Corporate Services /Clerk

R. Lane Vance

Prepared By: R. Lane Vance, Manager of Financial Services/Treasurer

Janice Lavalley

Reviewed By: Janice Lavalley, Chief Administrative Officer



Date: March 09, 2021

To: Mayor Andy Mitchell and Council Members

From: Michelle Thornton, Deputy Treasurer/I.T.
Coordinator

Subject: Statement of Council Remuneration for 2020

Status: For Information

Recommendation

That the report of the Deputy Treasurer/I.T. Coordinator with respect to the Statement of Remuneration for the year 2020 for the Township of Selwyn Council members, be received for information.

Information

The attached Statement of Council Remuneration for 2020 fulfils the requirements of Section 284(1) of the Ontario Municipal Act, 2001, S.O. 2001, c.25, as amended. It includes total remuneration and expenses paid in the year 2020 to members of Council and other persons appointed to local boards, in respect of his or her services as a member of Council or as a member of a local board.

The remuneration was paid in accordance with the Township of Selwyn By-law # 2019-108.

“Other expenses” in the council remuneration summary section of the attached Statement of Council Remuneration for 2020 include such items as conference or training fees, out of town accommodations and travel expenses and Bell Mobility cellular costs.

Members of Council or other persons appointed by the municipality to serve as a member of a local board receive remuneration from their involvement in such boards. These amounts are also subject to Section 284(1) of the Ontario Municipal Act, 2001 and are reported by individual boards. The reports provided by ORCA and the County of Peterborough are attached hereto for your information.

Strategic Plan Reference

Achieve excellence in governance and service delivery – fulfilling legislative requirements and following fiscally responsible practices while providing full disclosure and transparency fits this goal.

Financial Impact

No financial impact by receiving this report for information.

Environmental Impact

No environmental impact by receiving this report for information

Attachments

- Township of Selwyn Statement of Council Remuneration – 2020
- County of Peterborough Statement of Remuneration
- ORCA Statements of Remuneration

Michelle Thornton

Prepared By: Deputy Treasurer/I.T. Coordinator

R. Lane Vance

Reviewed By: Manager of Financial Services

Janice Lavalley

Approved By: Janice Lavalley, CAO

Township of Selwyn
Statement of Council Remuneration for 2020

Council Remuneration Summary

Councillor Name	Annual Remuneration	Addt'l Meetings	Committees	Sub-Total	Mileage w/i County	Expense Allowance	Other Expenses	Total
Andy Mitchell	40,580.04	1,200.00	1,314.14	43,094.18	1,663.80	399.96	837.32	45,995.26
Sherry Senis	27,276.00	1,650.00	1,314.14	30,240.14	1,663.80	399.96	1,557.85	33,861.75
Donna Ballantyne	22,448.04	750.00	1,391.44	24,589.48	849.60	200.04	685.80	26,324.92
Gerry Herron	22,448.04	300.00	1,159.54	23,907.58	849.60	200.04	0.00	24,957.22
Anita Locke	22,448.04	675.00	1,314.14	24,437.18	849.60	200.04	861.08	26,347.90

The County of Peterborough
County Council

To: Warden and Members of Council
From: Trena DeBruijn, Director of Finance/Treasurer
Date: March 3, 2021

Subject: FIN 2021-011 Council Remuneration and Expenses for 2020

Recommendation: That Council receive FIN 2021-011 for information.

Overview

Section 284 (1) of the Municipal Act, 2001, S.O. 2001, C.25, requires the Treasurer to file with Council an annual statement of total remuneration and expenses paid to members of Council and other persons appointed to local boards, in respect of his or her services as a member of Council or as a member of a local board, in the previous year.

Background/Analysis

The Statement of Council Remuneration for 2020 is attached to this report, as Appendix A. This statement reflects the remuneration paid to members of Council for the County of Peterborough as well as the expenses paid on each member's behalf.

The majority of expenses incurred for expenses such as accommodations, meals and travel were incurred in early 2020, prior to the start of the pandemic.

In addition, the Statement of Remuneration also reports the payments (expenses) paid to (or on behalf of) Members of County Council serving as Council representatives to the Peterborough Public Health Board.

No further remuneration or payment of expenses were made to any Member of Council serving as a Council representative to any other outside Boards/Committees during 2020.

Financial Impact

None

Anticipated Impacts on Local and/or First Nations Communities

None

Link to County of Peterborough Strategic Plan Priorities

To provide high quality services to residents, businesses and Townships.

- | | |
|---|--|
| <input type="checkbox"/> Communications | <input checked="" type="checkbox"/> Financial Responsibility |
| <input type="checkbox"/> Housing | <input type="checkbox"/> Industry & Business |
| <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Organizational Development |

In consultation with

1. CAO, Sheridan Graham

Communication Completed/required

None

Attachments

Appendix A - 2020 Statement of Council Remuneration

Respectfully Submitted,
Original Signed by
Trena DeBruijn
Director of Finance

For more information, please contact
Trena DeBruijn, Director of Finance
tdebruijn@ptbocounty.ca
705-743-0380 ext. 2200

Appendix A - 2020 Statement of Council Remuneration

His Honour the Warden and Members of Council:

In accordance with the provisions of the Municipal Act, 2001, S.O. 2001, c 25, s. 284 (1) the following statement is submitted.

The amounts shown were provided for under By-Law #2015-02 (Remuneration & Expense By-Law)

2020 Statement of Council Remuneration

Councillor	Council Fees	Council Salary	Mileage	Mobile Device	Accommodations	Meals	CRC & Conference	Travel	Total
Amyotte, Carolyn		\$ 17,180.02	\$ 534.54						\$ 17,714.56
Bonneau, Rodger		\$ 17,180.02	\$ 461.38		\$ 714.35	\$ 125.40	\$ 666.53	\$ 177.00	\$ 19,324.68
Burt, Lori		\$ 17,180.02	\$ 319.78		\$ 259.72	\$ 97.81	\$ 808.83	\$ 24.50	\$ 18,690.66
Clark, Bonnie *		\$ 17,180.02	\$ 271.43						\$ 17,451.45
Clarkson, Janet		\$ 17,180.02	\$ 1,188.85		\$ 714.35	\$ 118.93	\$ 666.53		\$ 19,868.68
Gerow, David		\$ 17,180.02	\$ 324.50		\$ 259.72	\$ 159.36	\$ 808.83	\$ 77.41	\$ 18,809.84
Graham, Matthew *		\$ 17,180.02	\$ 448.30				\$ 610.56		\$ 18,238.88
Jones, James		\$ 51,359.10	\$ 1,906.43	\$ 437.56	\$ 692.87	\$ 639.69	\$ 1,419.39	\$ 62.00	\$ 56,517.04
Lambshead, Terry	\$ 150.00								\$ 150.00
Martin, James		\$ 17,180.02	\$ 387.64		\$ 259.72	\$ 94.92	\$ 808.83	\$ 62.15	\$ 18,793.28
McFadden, Scott		\$ 17,180.02	\$ 177.00						\$ 17,357.02
Mitchell, Andrew *		\$ 26,226.72	\$ 1,164.88				\$ 808.83		\$ 28,200.43
Moher, Karl		\$ 17,180.74	\$ 291.62						\$ 17,472.36
Senis, Sherry		\$ 17,180.02	\$ 70.80						\$ 17,250.82
Taylor, Charles		\$ 17,180.02	\$ 173.46						\$ 17,353.48
Webb, Hart	\$ 150.00								\$ 150.00
Whelan, Michael		\$ 17,180.02	\$ 597.08						\$ 17,777.10
Windover, Ronald		\$ 17,180.02	\$ 247.80		\$ 714.35		\$ 666.83		\$ 18,809.00
Grand Total	\$ 300.00	\$ 318,106.82	\$ 8,565.49	\$ 437.56	\$ 3,615.08	\$ 1,236.11	\$ 7,265.16	\$ 403.06	\$ 339,929.28

* Councillor Clark's mileage includes \$131.01 paid by Peterborough Public Health

* Councillor Graham's mileage includes \$300.80 Mileage paid by Peterborough Public Health

* Deputy Warden Mitchell's mileage includes \$659.62 Mileage paid by Peterborough Public Health



January 19, 2021

Township of Selwyn
Janice Lavalley, CAO
PO Box 270
Bridgenorth, ON K0L 1H0

Dear Ms. Lavalley:

As per Section 284(3) of the Municipal Act, 2001, please find below a statement of remuneration and expenses paid to Andy Mitchell, your municipality's appointment to the Otonabee Region Conservation Authority during 2020.

Please note that the number of per diems paid is not necessarily equal to the number of meetings attended due to the manner in which per diems are paid. Authority Directors receive remuneration for attending meetings on a per day basis. For example, Directors attending Audit Committee, Executive Committee or Source Protection Authority meetings followed by the regular Conservation Authority Board meeting receive remuneration equal to one per diem plus related expenses.

Total number of meetings eligible to attend	20
Total number of meetings attended	19

15 Per Diems paid at \$65.00	\$ 975.00
Chair Honorarium	\$2,000.00
Mileage(in person meetings only)	<u>26.00</u>
Total Remuneration	\$3,001.00

If you require a more detailed record of the meetings attended by your municipal representative, please contact the undersigned.

Yours very truly

Denyse Landry
Manager, Corporate Services

cc: Andy Mitchell

The Otonabee Region Conservation Authority
250 Milroy Drive, Peterborough, ON K9H 7M9
Phone: 705-745-5791, Fax: 705-745-7488,
Email: otonabee.ca@otonabee.com, Website: www.otonabee.com

Member of Conservation Ontario



January 19, 2021

Township of Selwyn
Janice Lavalley, CAO
PO Box 270
Bridgenorth, ON K0L 1H0

Dear Ms. Lavalley:

As per Section 284(3) of the Municipal Act, 2001, please find below a statement of remuneration and expenses paid to Sherry Senis, your municipality's appointment to the Otonabee Region Conservation Authority during 2020.

Please note that the number of per diems paid is not necessarily equal to the number of meetings attended due to the manner in which per diems are paid. Authority Directors receive remuneration for attending meetings on a per day basis. For example, Directors attending Audit Committee, Executive Committee or Source Protection Authority meetings followed by the regular Conservation Authority Board meeting receive remuneration equal to one per diem plus related expenses.

Total number of meetings eligible to attend	19
Total number of meetings attended	18

14 Per Diems paid at \$65.00	\$ 910.00
Vice-Chair Honorarium	\$1,000.00
Mileage(in person meetings only)	<u>56.00</u>
Total Remuneration	\$1,966.00

If you require a more detailed record of the meetings attended by your municipal representative, please contact the undersigned.

Yours very truly

Denyse Landry
Manager, Corporate Services

cc: Sherry Senis

The Otonabee Region Conservation Authority
250 Milroy Drive, Peterborough, ON K9H 7M9
Phone: 705-745-5791, Fax: 705-745-7488,
Email: otonabee.ca@otonabee.com, Website: www.otonabee.com

Member of Conservation Ontario



Date: March 9th, 2021

To: Mayor Andy Mitchell and Council Members

From: Kim Berry, HR Coordinator

Subject: Staffing Update – Building & Planning Department

Status: For Information

Recommendation

That the report from the HR Coordinator regarding the Staffing Update for the Building & Planning department be received for information.

Information

As Council is aware, through the direction given to staff in December 2020, several updates to the Township Organizational Chart have been approved, and we are working to implement these changes. The organizational needs of the Building & Planning Department have been prioritized and we are pleased to update Council on the following staffing announcements.

Deputy Chief Building Official

As outlined in the December 10th, 2020 report to Council from the C.A.O. the development of a Deputy Chief Building Official position would support the Township's ability to react to the ever changing regulations and improve our capacity to support the building industry in understanding the implications of these changes. In addition, the position would take on the legislated responsibilities assigned to the Chief Building Official in their absence, and support the department with the development and implementation of policies and procedures that enhance productivity and accuracy.

We are pleased to report that Paul Monks has accepted the promotion to Deputy Chief Building Official effective March 1st, 2020. Paul will be taking on a larger supervisory role and will be leading our continued efforts to enhance the productivity of the department while continuing to carry out his current duties.

We have been very impressed with Paul's contributions to the Township in the role of Building Inspector/ Bylaw Enforcement Officer and we are confident that his positive leadership in this new role will continue to serve the Township well!

Development Approval Technician

As Council directed in December 2020, the position of Development Approvals Technician, was added to the Planning department on the Township Organizational Chart to support the Township's ability to more effectively meet the growing needs in this service area. Given the qualifications required for this position, it was also recommended that the recruitment be conducted internally and externally in tandem.

Applications for this position were accepted from December 17th, 2020 through January 15th, 2021. We received 16 applications and 5 candidates were interviewed by the interview committee consisting of Robert Lamarre, Manager of Building & Planning, Jeannette Thompson, Planner and myself. Two candidates were selected to meet for a second interview which included a practical component. This gave the candidates the opportunity to demonstrate their knowledge, research and presentation skills to the committee.

The interview process concluded with Ziya Cao being the successful candidate. Ziya is a recent graduate from Ryerson University's School of Urban and Regional Planning program, where she has gained a strong understanding of Ontario's planning framework, relevant legislation and policies, as well as the development approval process. Ziya's hands on experience working with the City of Richmond Hill as a Planning Policy Intern, and as a student consultant for the City of Brampton has provided her with working knowledge of the Planning Act, local planning policies, zoning by-law regulations and the development approval process. Her excellent communication, presentation and technical skills make her a strong addition to our team and we are looking forward to Ziya joining us effective March 22nd.

Strategic Plan Reference

- Achieve excellence in governance and service delivery.

Financial Impact

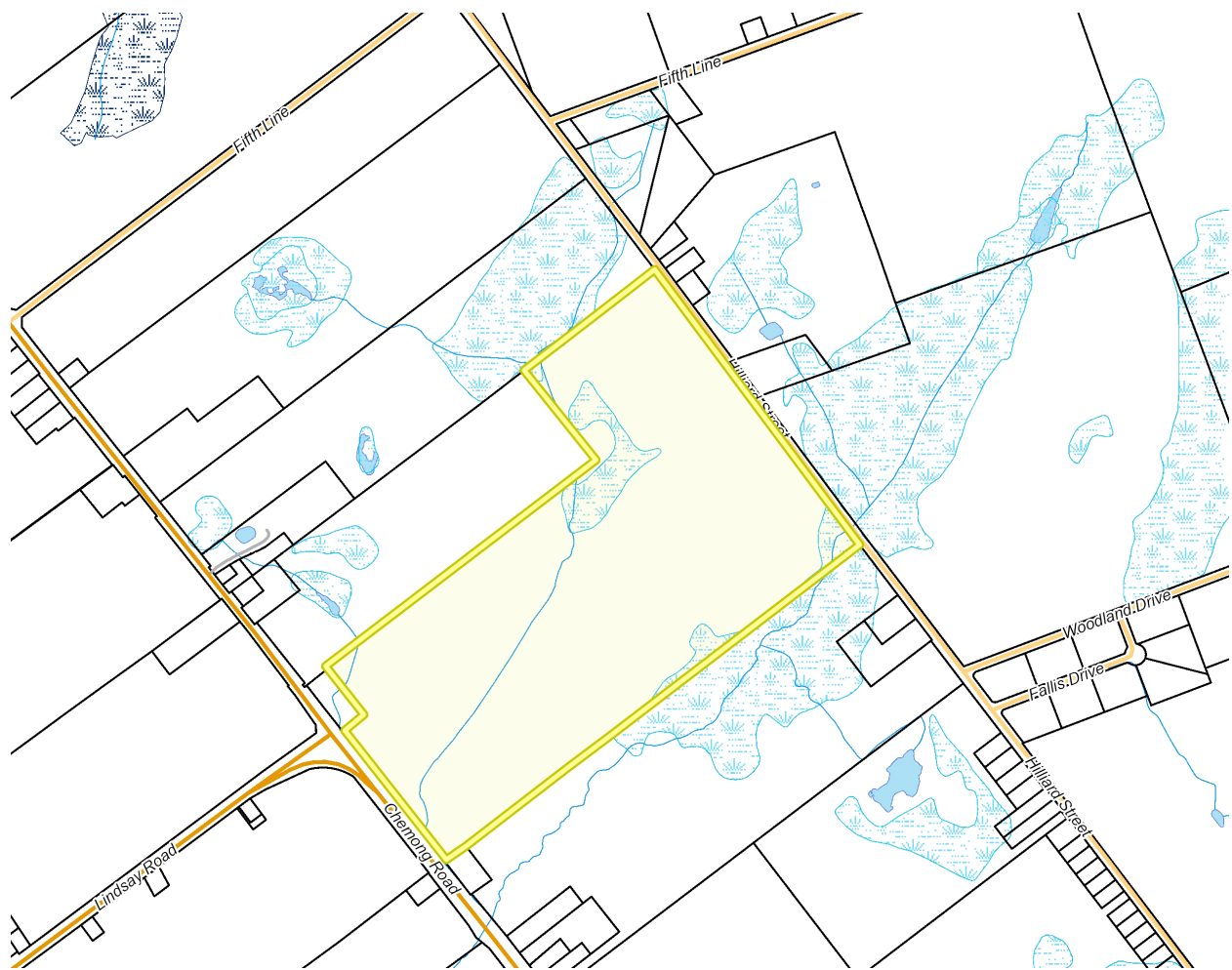
The costs have been incorporated into the appropriate departmental budgets as part of the 2021 budget.

Kim Berry

Prepared By: Kim Berry, HR Coordinator

Janice Lavalley

Reviewed By: Janice Lavalley, CAO



Site Map – 1896 Chemong Road



Date: March 9, 2021

To: Mayor Mitchell and Council Members

From: Tania Goncalves, Deputy Clerk

Subject: Various By-laws

Status: For Direction

Recommendation

That the report of the Deputy Clerk regarding various By-laws be received for information; and

That By-law 2021-014, being a By-law to assume Summer Lane into the Township's road system; and

That By-law 2021-019, being a By-law to authorize the execution of a Development Agreement for 1896 Chemong Road between the Township of Selwyn and Leighmac Ltd be brought forward to the By-laws section for consideration.

Information

Road Assumption – Summer Lane

In accordance with the Plan of Subdivision, Summer Lane needs to be assumed in to the Township's road system. By-law 2021-014 is required to formally assume Summer Lane, as identified by Property Identification Number 28411-0591, into the Township's road system.

Development Agreement - 1896 Chemong Road

The owner of 1896 Chemong Road is proposing to develop the property with a new single detached dwelling. The property currently has a historic dwelling located on it which prevents us from issuing a building permit (only one dwelling is permitted on a lot unless it complies with the secondary dwelling provisions). As the new dwelling is proposed to be significantly larger than the existing historic dwelling our secondary dwelling provisions do not apply. The existing historic structure has been listed on our heritage register and the land owner recognises its potential cultural significance and for that reason does not want to demolish it. He has proposed the execution of Development Agreement which would require that the structure be decommissioned as a dwelling (removal of the kitchen) and that it not be used as a residence. The agreement is to be placed on title so that anyone purchasing the property in the future would be made aware of the limitations. Once the kitchen has been removed, the structure would no longer be defined as a dwelling and would allow us to issue a permit for the new dwelling. By-law 2021-019 is required to authorize the execution of the

Development Agreement between the Township of Selwyn and property owner Leighmac Ltd.

Environmental Impact

No specific impact related to this recommendation.

Strategic Plan Reference

Achieve excellence in governance and service delivery

Attachments

- Attachment – Site Map 1896 Chemong Road

Tania Goncalves

Prepared By: Tania Goncalves, Deputy Clerk

Janice Lavalley

Reviewed By: Janice Lavalley, Chief Administrative Officer



Agreement regarding the submission a building permit application prior to final approval (i.e. expiration appeal period) of a minor variance application.

Property Owners: _____

Property Address: _____

Minor Variance File No: _____

Purpose of the Agreement.
The purpose of this agreement is to ensure that the property owner acknowledges/understands the risk in submitting an application for a building permit in the interim period between approval of a minor variance application and the end of the appeal period.

- Applicant / Property Owner Obligations**
I understand that:
- It is my responsibility to submit a complete application as required under the Ontario Building Code Act.
 - The minor variance application may not be approved and/or may be appealed at the Local Planning Appeal Tribunal (LPAT).
 - I understand that my financial investment could be lost if the minor variance application is denied.
 - I am responsible for any expenses incurred for revisions/modifications required to the building permit application/drawings as a result of the Committee of Adjustment/LPAT decision.
 - If the review of the permit application has been completed, and the variance is denied, a portion of the permit fees will be withheld in accordance with the Township’s Building By-law.

- Building Department Obligations**
The Township’s Building Department will:
- Accept a building permit application in the interim period between approval of a minor variance application and the end of the appeal period.
 - Acknowledge receipt of the application and notify the property owner if it is complete/incomplete.
 - Issue a building permit be no later than 10 days after receipt of a complete application (*insert date building permit considered complete*), and no sooner than 3 business days after the 20-day appeal period has expired (*insert appeal period date*), if no appeal is received.

_____	_____	_____
Property Owner (Print)	Property Owner (Signature)	Date

_____	_____	_____
Property Owner (Print)	Property Owner (Signature)	Date

_____	_____	_____
Municipal Staff (Print)	Municipal Staff (Signature)	Date



Agreement regarding the submission a building permit application prior to final approval of a site plan application.

Property Owners: _____

Property Address: _____

Site Plan File No: _____

Purpose of the Agreement.

The purpose of this agreement is to ensure that the property owner acknowledges/understands the risk in submitting an application for a building permit prior to final approval of the site plan application by Council (i.e. in the interim period between the completion of the peer review process and Council’s approval).

Applicant/Property Owner Obligations

I understand that:

- It is my responsibility to submit a complete application as required under the Ontario Building Code Act.
- The site plan application may not receive final approval by Council, or there may be some modifications required to the final site plan prior to its approval.
- I am responsible for any expenses incurred for revisions/modifications required to the building permit application/drawings as a result of the Councils’ decision.
- If the review of the permit application has been completed, and the site plan application does not receive final approval, a portion of the permit fees will be withheld in accordance with the Township’s Building By-law.

Building Department Obligations

The Township’s Building Department will:

- Accept a building permit application in the interim between the completion of the peer review process and final approval by Council of the site plan application.
- Acknowledge receipt of the application and notify the property owner if it is complete/incomplete.
- Issue a building permit be no later than 30 days after receipt of a complete application (*insert date building permit considered complete*), and no sooner than 3 business days following staff/Council approval of the site plan application (*insert Council’s anticipated approval date*).

Property Owner (Print)

Property Owner (Signature)

Date

Property Owner (Print)

Property Owner (Signature)

Date

Municipal Staff (Print)

Municipal Staff (Signature)

Date



Date: March 9, 2021
To: Mayor Andy Mitchell and Council Members
From: Jeannette Thompson, Planner
Subject: Building & Planning Services Review Implementation Recommendations #18 & #19
Status: For Information

Recommendation

That the report of the Planner related to Building & Planning Services Review Implementation Recommendation #18, being a recommendation to formalize the practice of accepting building permit applications during the interim period between receipt of the Committee's Decision and the end of the 20-day appeal period; and Recommendation #19, being a recommendation to formalize the practice of accepting building permit applications during the interim period between the completion of the technical review and Council's final approval of a Site Plan Application, be received for information.

Information

At its Special Council meeting of September 29, 2020, Council resolved the following:

Resolution No. 2020 – 164 – Building and Planning Service Review – Building Permit Applications

Deputy Mayor Sherry Senis – Councillor Anita Locke -

That staff be directed to formalize the practice of accepting building permit applications during the interim period between receipt of the Committee's Decision and the end of the 20-day appeal period, to be implemented by January 1, 2021, which would include:

- The development of an agreement that will articulate the risk in developing construction drawings and paying building permit application fees prior to the end of the appeal period; and
- Will set out the review timeline to be 10 days after receipt of an otherwise complete application, and no sooner than 3 business days after the appeal period has expired; and

That staff be directed to formalize the practice of accepting building permit applications during the interim period between the completion of the technical review and Council's final approval of a Site Plan Application, to be implemented by January 1, 2021:

- The development of an agreement that will articulate the risk in developing construction drawings and paying building permit applications fees prior to Council's approval; and
- Will set out the review timeline to be (the relevant review timeframe of between 10 and 30 days) after receipt of an otherwise complete application, and no sooner than 3 business days following Council's approval.

Carried.

The Building and Planning Services Review recommended that Selwyn should adopt an overlapping Minor Variance/Building permit application process. It was noted in the September 29th, 2020 Building and Planning Services Review Implementation report that Building Department Staff routinely accept building permit applications in the interim period between receipt of the Committee's decision and the end of the 20-day appeal period. However, the report indicated that it is important to note that those who deliver complete applications in the interim period have spent money on the production of construction drawings for a project that might not be approved by the Committee or wind up being appealed to the LPAT. There is a chance that they would receive no benefit for that expenditure. In addition, if the review of the application has been completed, the Township would not refund that portion of the building permit application fees that have been paid.

Therefore, it was recommended that these risks be recognized and that staff develop a formal process whereby anyone wanting to take advantage of making application for a building permit in the interim period between approval and the end of the appeal period acknowledge that they are doing so at their own risk.

Similarly, the Building and Planning Services review recommended that Selwyn adopt an overlapping Site Plan/Building permit application process. It was noted in the Building and Planning Services Review Implementation report that presently Staff work with applicants to navigate through both the site plan and building permit process as quickly as possible. Similar to the minor variance process, Staff have accepted building permit applications prior to the final approval of the site plan by Council. Staff do advise that there are risks in doing so as Applicants can incur great expenses having construction drawings completed, which may need to be revised to account for concerns raised during the review process. Therefore, Staff recommended that a formal process be adopted that would acknowledging the risk of an applicant moving forward without formal approval and setting out the relevant review timeline after receipt of an otherwise complete application.

Staff have drafted the attached agreements, which will be provided to applicants that wish to submit their building permit application prior to the expiration of the appeal

period for minor variance applications and/or prior to final approval by Council for site plan applications:

- Acknowledgement of the risk associated with submitting a building permit application prior to the end of the appeal period of a minor variance.
- Acknowledgement of the risk associated with submitting a building permit application prior to final approval of a site plan application.

Staff have updated the site plan and minor variance guidelines to reflect the changes in the Planning and Building Departments formal process.

Strategic Plan Reference

- Achieve excellence in governance and service delivery.

Environmental Impact

The recommendation in this report has no environmental impact.

Financial Impact

The recommendation in this report has no environmental impact.

Attachments

- Acknowledgement of the risk associated with submitting a building permit application prior to the end of the appeal period of a minor variance.
- Acknowledgement of the risk associated with submitting a building permit application prior to final approval of a site plan application.

Jeannette Thompson

Prepared By: Jeannette Thompson, Planner

Robert Lamarre

Reviewed By: Robert Lamarre, Manager of Building & Planning

Janice Lavalley

Reviewed By: Janice Lavalley, CAO



David R. Donnelly, MES LLB
david@donnellylaw.ca

March 4, 2021

Mayor Mitchell
Selwyn Township
1310 Centre Line,
Peterborough, ON K9J 6X5

Dear Mayor Mitchell,

Re: 44 Bridge Street, Lakefield, Ontario

We represent a number of concerned citizens of Selwyn Township who have incorporated as a Not-for-Profit known as Friends of the Old Stone Mill House (“FOSMH”).

As you know, FOSMH only recently became aware of the potential demolition of the historic Old Stone Mill House. As a result, FOSMH came together quickly to support the Municipal Heritage Committee and Selwyn Council in having the property designated heritage, thereby voiding the demolition permit which Habitat for Humanity (“Habitat”) had requested approximately six months ago. FOSMH have been actively fundraising in the last few weeks in an effort to acquire the property to protect the cultural heritage value of the house and property for community benefit and development in future.

The 0.5 ha (1.27 acre) site is unique for its situation and access to the Otonabee River, and as a corner property at the entrance to Lakefield. The stone house recently scored an “A” for its landmark significance. Oddly, a demolition permit was issued for this residence by Selwyn in 2020 for the building but quick thinking by local residents and action by Council has rescinded the demolition permit – to almost everyone’s great relief.

The purpose of this letter is to ask Council to take the necessary steps to complete the job of permanently protecting this extraordinary heritage resource with unlimited potential for serving the public as a local park, information and interpretive centre. This is something badly needed in Lakefield, particularly as it becomes more popular for tourists.

The intention of FOSMH is to ensure the acquisition and permanent protection of 44 Bridge Street. FOSMH sees Selwyn Council's primary role being to embark on public consultation concerning potential community uses and vision for 44 Bridge St. In an effort to afford the community, Selwyn Township, Council and FOSMH and partners enough time to engage in public consultation required for this heritage designation, protection of values, an archeological assessment of the site and the development of a vision and feasibility study for 44 Bridge St, FOSMH asks that Selwyn pass an Interim Control By-law ("ICBL") as soon as possible.

For your reference, we have provided a summary of the ICBL below and attach our full brief regarding ICBLs. It is our unequivocal opinion that Selwyn Council has the complete authority without legal liability to pass an ICBL for 44 Bridge Street, Lakefield, to allow Selwyn Council and FOSMH ample time to work together towards heritage preservation and restoration of the site, with appropriate zoning. The site is not a commercial property, as it is currently zoned. In addition, Council should assist FOSMH with the financing of the acquisition, to lever the full might of residents' borrowing power.

Background

Our firm is familiar with Lakefield and the surrounding area, having previously been counsel to the Friends of the Fraser Wetlands (the "Friends"), Kawartha Land Trust and the Curve Lake First Nation. The Friends successfully opposed a large subdivision proposal on Stoney Lake at Burleigh Falls. Our firm was previously counsel to residents of Guelph-Eromosa Township ("GET"). GET rejected Xinyi's attempt to locate in rural Ontario. We are currently counsel to GET Concerned Stratford Community Association, who stopped Xinyi's latest proposal for a \$400 million float glass plant on prime agricultural land.¹

Background information: Interim Control By-laws

An ICBL is an effective strategy for freezing development for up to two years to allow for further study, and it is frequently utilized by municipalities to enable them to study an emerging planning controversy and pass improved or updated zoning for controversial land uses such as Short-Term Rentals ("STR") and medical marijuana facilities. ICBLs are authorized by the Planning Act:

Interim control by-law

38 (1) Where the council of a local municipality has, by by-law or resolution, directed that a review or study be undertaken in respect of land use planning policies in the municipality or in any defined area or areas thereof, the council

¹ <https://www.thestar.com/news/gta/2021/02/16/stratford-glass-factory-project-suspended-indefinitely-following-backlash-over-ministers-zoning-order.html>

of the municipality may pass a by-law (hereinafter referred to as an interim control by-law) to be in effect for a period of time specified in the by-law, which period shall not exceed one year from the date of the passing thereof, prohibiting the use of land, buildings or structures within the municipality or within the defined area or areas thereof for, or except for, such purposes as are set out in the bylaw.

An ICBL can then be renewed for the period of one year.

44 Bridge St, Old Stone Mill House Background

According to '*Nelson's Falls to Lakefield - A History of the Village*' and the February 2021 Heritage Designation Evaluation by Ms Turner, 44 Bridge Street was built in the early 1860's by Frank Hyde D'Arcy (who also built and operated the first grist mill on the west side of the river in Lakefield). In the mid-1860's, the house and mill were purchased by John Hull. Hull served on town council for many years, eventually becoming village reeve. While a couple of frame additions were added in subsequent years, the original house was built of granite and limestone. Not surprisingly, the 'front' of the heritage house looks out at the river - the very reason for Lakefield's existence and location. The house and its 1.27 acre property went through a number of owners over the years. Because of its location (on the main street and at a major intersection), it was rezoned as 'commercial' in the mid-1990's. In our opinion, this was a well-intentioned mistake.

The purpose of the *Ontario Heritage Act* is to give municipalities the power to protect heritage properties and archeological sites. At a local level, the mandate of Municipal Heritage Committees is to identify properties of cultural and archeological significance. Such properties are then automatically added to a registry. Any property included on that registry is protected from demolition for 60 days. 44 Bridge Street, one of the oldest houses in Lakefield and the only surviving home dating to one of the original mill owners, was never added to this registry.

The current owner of 44 Bridge Street, Habitat For Humanity, bought the property for \$750,000 in 2018. At that time, according to their Board Chair Fred Bennett, they were advised that the site 'had no historical value.' Habitat explored options for developing the site but have recently refocused their efforts on a large 41-unit housing development in Peterborough. As a result, 44 Bridge Street was put back on the market. Based on having been advised that the property 'had no historical value' and the commercial zoning of the site, Habitat For Humanity applied for and received, last August 2020, a demolition permit for the site to facilitate the sale to a developer (asking price: \$999,000). No real estate sign was posted on the property, therefore neither neighbours nor the community were aware that it was for sale.

The property sold in January, 2021 to a developer with the demolition permit attached. On January 20, 2021, a concerned citizen in the village community became aware of the sale and pending demolition. Immediately, FOSMH formed to oppose the demolition of the property, held 3 socially distanced/COVID appropriate protests over 3 weeks, wrote letters to Selwyn Council (127 letters available on Selwyn website), and made a deputation to the Municipal Heritage Committee and to Selwyn Council requesting heritage designation of 44 Bridge Street. In addition, Selwyn Township hired a Heritage Assessment of the property and FOSMH provided all available historic documents and photos to the Heritage Assessor (Emily Turner) for the subsequent report (*Heritage Designation Evaluation*, Township of Selwyn, Feb 2021).

Analysis of 44 Bridge St, Old Stone Mill House: Heritage Assessment

Ms Turner's report was accepted by the Selwyn Municipal Heritage Committee ("MHC") on Feb. 18, 2021. On Feb. 19, 2021 at the MHC meeting, the MHC used the report and scored the property as an 'A' category for heritage designation, with a recommendation that Selwyn Council vote on this item Feb 23, 2021. This is the highest possible score.

Selwyn Council voted unanimously in favour (Feb. 23, 2021) of the recommendation to designate 44 Bridge St. Lakefield as a heritage property. The Statement of Significance from the report states in part:

"The house also has contextual significance as part of the wider nineteenth century landscape of Lakefield as a whole and in its historic relationship to the mill property and the Otonabee River. The house is also a well-known local landmark and recognized by local residents as such."

Friends of the Old Stone Mill House

Friends of the OSMH moved quickly to incorporate as a Not-for-Profit under the Ontario Historical Society, communicated to Habitat for Humanity that it has an interest in preserving and acquiring the property, garnered community support for this, established a website presence to fundraise and raise community awareness (<https://www.friendsoftheoldstonemillhouse.ca/>) and continue to support Selwyn Council and Township in the heritage designation of this property. The Board of Directors for FOSMH and community will share expertise and in-kind support for the community consultation (including vision documents, landscape architect support, heritage built experts, archeological assessment) and development.

Conclusion

The rescue of the Old Stone Mill House is a compelling tale of a community mobilizing to prevent the loss of yet another significant, cherished heritage property. FOSMH is in the somewhat unique position of being able to rescue the property in the public interest, instead of mourning its loss. It is our unequivocal opinion that Selwyn Council has the complete authority without legal liability to pass an ICBL for 44 Bridge St, Lakefield as soon as possible to prevent further concerns and allow Selwyn Council, township and FOSMH ample time to work together in heritage designation, preservation and restoration of the site. The property needs a complete assessment, undertaken by the township, and a re-consideration of its present commercial zoning. Lakefield cannot afford to lose such a precious piece of history, and its future.

Please do not hesitate to contact me at 416-572-0464, or by email to david@donnellylaw.ca, cc'ing alexandra@donnellylaw.ca and morgan@donnellylaw.ca should you have any questions or concerns.

Yours Truly,



David R. Donnelly

Cc: Client
Friends of the Old Stone Mill House
Jackie Ouellette
Michael Chappell
Valerie Kuch
Lizzie Shanks

Cc: Others
Habitat for Humanity President, Julia Deans
Habitat for Humanity Fred Bennett, Peterborough Chair

Attachments (2)

- 44 Bridge Street Heritage Evaluation Report
- Cultural Mapping Project

CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

MOVED BY Martin Lang

RESOLUTION NO 56-2021

SECONDED BY Lyle WARDEN


DATE February 16, 2021

BE IT RESOLVED THAT the Council of the Township of South Glengarry hereby supports the resolution passed by the Township of Guelph/Eramosa, attached hereto, and urges the Ministry of Government and Consumer Services to review the Municipal Freedom of Information and Protection of Privacy Act and consider the recommendations as presented by the Township of Guelph/Eramosa and furthermore that this resolution be forwarded to MPP Jim McDonell, Hon. Lisa Thompson, Minister of Government and Consumer Services, the Information and Privacy Commissioner of Ontario and all Ontario municipalities.

☒ CARRIED

☐ DEFEATED

☐ POSTPONED


Mayor Frank Prevost

Recorded Vote:	Yes	No
Mayor Prevost	___	___
Deputy Mayor Warden	___	___
Councillor Lang	___	___
Councillor Jaworski	___	___
Councillor McDonell	___	___

February 8, 2021

Ministry of Municipal Affairs and Housing

17th Floor, 777 Bay Street
Toronto, ON
M7A 2J3

Attention: The Hon. Steve Clark

Re: Advocacy for Reform – MFIPPA Legislation

At the Township of Guelph/Eramosa's Regular Meeting of Council held on Monday February 1, 2021, the following resolution was put forward and passed:

Be it resolved that the Council of the Township of Guelph/Eramosa has received Clerk's Department Report 21/03 regarding Advocacy for Reform – MFIPPA Legislation; and

That that the following motions be passed in support of a request to review and reform of the Municipal Freedom of Information and Protection of Privacy Act:

WHEREAS the Municipal Freedom of Information and Protection of Privacy Act R.S.O. 1990 (MFIPPA) dates back 30 years;

AND WHEREAS municipalities, including the Township of Guelph/Eramosa, practice and continue to promote open and transparent government operations, actively disseminate information and routinely disclose public documents upon request outside of the MFIPPA process;

AND WHEREAS government operations, public expectations, technologies, and legislation surrounding accountability and transparency have dramatically changed and MFIPPA has not advanced in line with these changes;

AND WHEREAS the creation, storage and utilization of records has changed significantly, and the Municipal Clerk of the Municipality is responsible for records and information management programs as prescribed by the Municipal Act, 2001;

AND WHEREAS regulation 823 under MFIPPA continues to reference antiquated technology and does not adequately provide for cost recovery, and these financial shortfalls are borne by the municipal taxpayer;

AND WHEREAS the threshold to establish frivolous and/or vexatious requests is unreasonably high and allows for harassment of staff and members of municipal councils, and unreasonably affects the operations of the municipality;

AND WHEREAS the Act fails to recognize how multiple requests from an individual, shortage of staff resources or the expense of producing a record due to its size, number or physical location does not allow for time extensions to deliver requests and unreasonably affects the operations of the municipality;

AND WHEREAS the name of the requestor is not permitted to be disclosed to anyone other than the person processing the access request, and this anonymity is used by requesters to abuse the MFIPPA process and does not align with the spirit of openness and transparency embraced by municipalities;

AND WHEREAS legal professionals use MFIPPA to gain access to information launch litigation against institutions, where other remedies exist;

AND WHEREAS there are limited resources to assist administrators or requestors to navigate the legislative process;

AND WHEREAS reform is needed to address societal and technological changes in addition to global privacy concerns and consistency across provincial legislation;

BE IT RESOLVED THAT the Ministry of Government and Consumer Services be requested to review the MFIPPA, and consider recommendations as follows:

1. That MFIPPA assign the Municipal Clerk, or designate to be the Head under the Act;
2. That MFIPPA be updated to address current and emerging technologies;
3. That MFIPPA regulate the need for consistent routine disclosure practices across institutions;
4. That the threshold for frivolous and/or vexatious actions be reviewed, and take into consideration the community and available resources in which it is applied;
5. That the threshold for frivolous and/or vexatious also consider the anonymity of requesters, their abusive nature and language in

requests to ensure protection from harassment as provided for in Occupational Health and Safety Act;

6. That the application and scalability of fees be designed to ensure taxpayers are protected from persons abusing the access to information process;
7. That administrative practices implied or required under the Act, including those of the IPC, be reviewed and modernized;
8. That the integrity of the Act be maintained to protect personal privacy and transparent governments.

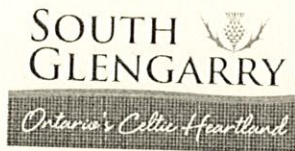
Please accept this for your information and any necessary action.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jenni Spies', with a stylized, cursive flourish.

Jenni Spies
Deputy Clerk

Cc. Ted Arnott, MPP Wellington-Halton Hills
Michael Chong, MP Wellington-Halton Hills
Minister of Consumer Services
Information and Privacy Commissioner of Ontario
Association of Municipalities of Ontario
Association of Clerks and Treasurers of Ontario
Ontario Clerks



CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

MOVED BY Stephanie Jaworski

RESOLUTION NO 55-2021

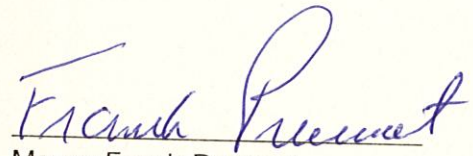
SECONDED BY Lyle WARDEN DATE February 16, 2021

BE IT RESOLVED THAT the Council of the Township of South Glengarry hereby supports the letter by the Township of South-West Oxford, attached hereto, in support of the use of Automatic Speed Enforcement (photo radar) by municipalities and that this resolution be sent to Premier Doug Ford, MPP Ernie Hardeman, AMO and all Ontario municipalities.

☒ CARRIED

☐ DEFEATED

☐ POSTPONED


Mayor Frank Prevost

Recorded Vote:	Yes	No
Mayor Prevost	—	—
Deputy Mayor Warden	—	—
Councillor Lang	—	—
Councillor Jaworski	—	—
Councillor McDonell	—	—



312915 Dereham Line
R. R. # 1, Mount Elgin, ON N0J 1N0
Phone: (519) 877-2702; (519) 485-0477;
Fax: (519) 485-2932
www.swox.org

January 11, 2021

Premier Doug Ford
Legislative Building, Queens Park
Toronto, ON M7A 1A1

Dear Premier Ford:

Speeding on provincial, county and municipal roadways continues to put the lives of Ontarians at risk. While we have access to several tools to help mitigate speeding traffic, the one tool that is currently not fully available to us is Automatic Speed Enforcement (ASE) (aka Photo Radar). Over the past decade, in South West Oxford the vast majority of charges laid are for drivers travelling well in excess of the posted speed limit. The cost of providing police time for something that could be done through the use of technology is disturbing to our council. The Council feels that it would be far more effective to have police concentrate on other problems such as Break and Enters, illegal drugs and domestic problems.

We need a way to address the poor behaviours and habits that are putting our citizens at risk and tying up much needed first responder resources that could be better utilized to improve the well-being of our communities. Speeding, particularly through our small villages, creates community concerns for the safety and wellbeing of our children and other vulnerable members. We need your help.

In keeping with this The Council of the Township of South-West Oxford duly moved and carried the following resolution at the regular meeting held on January 5, 2021:

...RESOLVED that the Council of the Township of South-West Oxford provide direction to the Clerk to send a letter to the Premier, MPP Ernie Hardeman, AMO and all Ontario municipalities in support of the use of Automatic Speed Enforcement (photo radar) by municipalities.

Please help municipalities in the Province by passing the necessary regulations for municipalities to use ASE (if they choose) that will bring about the driving behavioural changes we need.

We look forward to your help with this issue.

Yours truly,

A handwritten signature in black ink that reads 'Mary Ellen Greb'.

Mary Ellen Greb, CAO

c.c. AMO, Honourable Ernie Hardeman, Ontario Municipalities



La Corporation de la Municipalité de / The Corporation of the Municipality of
ST.CHARLES

C.P. / Box 70, 2 King Street East St.-Charles ON
Tel: 705-867-2032 Fax: 705-867-5789

P0M 2W0
www.stcharlesontario.ca

MOVED BY: Councillor Monica Loftus


SECONDED BY: Councillor Richard Lemieux

RESOLUTION NO. 2020-255

BE IT RESOLVED THAT Council for the Corporation of the Municipality of St.-Charles hereby supports the Resolution passed by the Municipality of Tweed on August 25, 2020 regarding Cannabis Production Facilities, the *Cannabis Act*, and Health Canada Guideline.

CARRIED

I, Tammy Godden, Clerk of the Municipality of St.-Charles, do certify the foregoing to be a true copy of Resolution No. 2020-255 passed in a Regular Meeting of Council of The Corporation of the Municipality of St.-Charles on the 9th day of December 2021.



Tammy Godden
Clerk
Municipality of St.-Charles

Dated this 22nd day of February 2021.

Municipality of Tweed Council Meeting



Resolution No.

343.

Title:

County of Hastings and County of Lennox & Addington

Date:

Tuesday, August 25, 2020

Moved by

J. Flieler

Seconded by

J. Palmateer

WHEREAS the Government of Canada passed the *Cannabis Act S.C. 2018, c. 16* legislation legalizing properties to grow a maximum of 4 plants without a licence; and

WHEREAS Health Canada issues licences for medicinal cannabis production that are specific to set properties without municipal consultation and regardless of land use zoning by-laws; and

WHEREAS pharmaceutical companies and industries are required to follow strict regulations and governing legislation to produce medicinal products including *Narcotic Control Regulations C.R.C., c. 1041* and *Controlled Drugs and Substances Act (Police Enforcement) Regulations SOR/9-234*; and

WHEREAS Municipalities are authorized under the *Planning Act, R.S.O. 1990, C. P 13* to pass a comprehensive zoning by-law that is in compliance with the appropriate County Official Plan which must be in compliance with the Provincial Policy Statement, Under *The Planning Act, 2020*; and

WHEREAS the Provincial Policy Statement, Official Plan and Zoning By-Law in effect for each area is designed to secure the long-term safety and best use of the land, water and other natural resources found in that area's natural landscape; and

WHEREAS the Municipality of Tweed has passed *Comprehensive Zoning By-Law 2012-30* and further amended it by the *Cannabis Production By-Law 2018-42*, limiting cannabis production facilities to rural industrial zoned lands with required setbacks from residential zoned properties; and

WHEREAS the Municipality of Tweed has not been consulted by Health Canada prior to the issuance of licences for properties not in compliance with the Municipal zoning by-laws for a cannabis production facility; and

WHEREAS the Province needs to amend legislation to establish a new Provincial Offence Act fine regime that creates an offence(s) when unlicensed cannabis operations break planning and environmental regulations, ignore Building Code requirements and build without a permit at a fine of at least \$100,000 per offence;

NOW THEREFORE BE IT RESOLVED THAT the Municipality of Tweed requests that immediate action be taken by all levels of government for medical cannabis licencing to follow similar regulations and guidelines as all other pharmaceutical industries;

AND FURTHER, that the Association of Municipalities of Ontario advocate with the Federation of Canadian Municipalities for advocacy to the Government of Canada for similar regulations and guidelines for medical cannabis licencing in alignment with other pharmaceutical industries;

AND FURTHER, that the distribution of medical cannabis be controlled through pharmacies in consistency of all other medications;

AND FURTHER, that Health Canada withhold licencing until the potential licence holder can provide evidence of acceptable zoning of the intended property in question;

AND FURTHER, that licenced locations be disclosed in advance to the municipalities hosting the licenced locations; and

AND FURTHER, that this resolution be circulated to the Prime Minister of Canada, Health Canada, the Premier of the Province of Ontario, the Minister of Municipal Affairs and Housing, the Ontario Provincial Police, the Association of Municipalities of Ontario, and all upper, lower and single tier municipalities within the Province of Ontario.

Carried

Defeated by a Tie

Defeated

Mayor

Jo Anne Abbott



PORT COLBORNE

Corporate Services Department
Clerk's Division

Municipal Offices: 66 Charlotte Street
Port Colborne, Ontario L3K 3C8 • www.portcolborne.ca

T 905.835.2900 ext 106 F 905.834.5746
E amber.lapointe@portcolborne.ca

February 24, 2021

Sent via E-mail: premier@ontario.ca

The Honourable Doug Ford, Premier of Ontario
Legislative Building, Queen's Park
Toronto, ON M7A 1Y7

Dear Premier Ford:

Re: Resolution – Ontario Fire College Closure

Please be advised that, at its meeting of February 22, 2021, the Council of The Corporation of the City of Port Colborne resolved as follows:

WHEREAS the Ontario Fire College Campus has been in operation in Gravenhurst since 1958; and

WHEREAS the Ontario Fire College Campus is one of the primary sources of certified training for Ontario Firefighters; and

WHEREAS the Ontario Fire College Campus has built a reputation of integrity, credibility, and reliability in providing some of the best training to our Fire Services within the Province of Ontario; and

WHEREAS the Ontario Fire College Campus has been used to train and certify both Volunteer, Part-Time and Career firefighters throughout Ontario; and

WHEREAS the Regional Training Centers are not all created equal and similar in function to the Ontario Fire College Campus; and

WHEREAS the Ontario Fire College Campus gives Ontario Firefighters another option other than Regional Training Centers to obtain National Fire Protection Association (NFPA) certifications; and

WHEREAS the Ontario Fire College Campus is the most cost-effective method for municipalities to certify Firefighters to NFPA Standards in Ontario; and

...2

WHEREAS the Ontario Government enacted and revoked O. Reg. 379/18: Firefighter Certification in 2018; and

WHEREAS when the Ontario Government revoked O. Reg. 379/18: Firefighter Certification, it was made known by the Office of the Solicitor General that the act would be amended and brought back in the future; and

THEREFORE, BE IT RESOLVED THAT the City of Port Colborne requests that the Province of Ontario reverse their decision to close the Ontario Fire College Campus in Gravenhurst as the OFC is one of the best and most cost-effective methods for municipalities to train their firefighters which assists us in protecting our residents; and

BE IT FURTHER RESOLVED THAT this Resolution is forwarded to the Honourable Doug Ford Premier of Ontario, the Honourable Sylvia Jones; Ontario Solicitor General, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Ontario Fire Marshal; Jon Pegg, and all municipalities within the Province of Ontario.

Your favourable consideration of this request is respectfully requested.

Sincerely,



Amber LaPointe
City Clerk

cc: Honourable Sylvia Jones, Ontario Solicitor General
Honourable Steve Clark, Minister of Municipal Affairs and Housing
Jon Pegg, Ontario Fire Marshal
Association of Municipalities of Ontario (AMO)
Ontario Municipalities



February 25, 2021

Honourable Doug Ford
Premier of Ontario
Premier's Office, Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Dear Honourable Ford:

On February 23, 2021 Council for the Town of Mono passed the following resolution regarding the impending closure of the Ontario Fire College campus in Gravenhurst, Ontario.

Resolution #8-4-2021

Moved by Ralph Manktelow, Seconded by Sharon Martin

WHEREAS the Province of Ontario wishes to close the Ontario Fire College (OFC) located in Gravenhurst; and

WHEREAS the Ontario Fire College is one of the primary sources of certified training for Ontario Firefighters; and

WHEREAS the Ontario Fire College has built a reputation of integrity, credibility, and reliability in providing some of the best training to our Fire Services within the Province of Ontario; and

WHEREAS the Ontario Fire College has been used to train and certify both Volunteer, Part-Time and Career firefighters throughout Ontario; and

WHEREAS many of our firefighters are volunteers who are on call 24/7/365 with day jobs and families that expect them to come home safely each and every time; and

WHEREAS municipalities are mandated to have fire departments, yet there is no provincial or federal funding for fire departments for much needed equipment and training; and

WHEREAS the Regional Training Centers are not all created equal and similar in function to the Ontario Fire College; and

WHEREAS the Ontario Fire College gives Ontario Firefighters another option other than Regional Training Centers to obtain National Fire Protection Association (NFPA) certifications; and

WHEREAS the Ontario Fire College is a cost-effective method for municipalities to certify Firefighters to NFPA Standards in Ontario; and

WHEREAS the Ontario Government enacted and revoked O. Reg. 379/18: Firefighter Certification in 2018; and

WHEREAS when the Ontario Government revoked O. Reg. 379/18: Firefighter Certification, it was made known by the Office of the Solicitor General that the act would be amended and brought back in the future.

THEREFORE BE IT RESOLVED THAT Council for the Town of Mono requests that the Province reverse their decision to close the Ontario Fire College as it is one of the best and most cost-effective methods for municipalities to train their firefighters which assists us in protecting our residents. If the Province chooses not to reverse its decision to close the Ontario Fire College, the Province should provide direct financial support to municipalities to offset the increase training costs of providing Provincially mandated fire fighting services.

BE IT FURTHER RESOLVED THAT this Resolution is forwarded to the Honourable Doug Ford Premier of Ontario, the Honourable Sylvia Jones; Ontario Solicitor General, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Ontario Fire Marshal; Jon Pegg, and all municipalities within the Province of Ontario.

"Carried"

Respectfully,

Fred Simpson
Clerk

cc: Hon. Sylvia Jones, Solicitor General & MPP Dufferin-Caledon
Hon. Steve Clark, Minister of Municipal Affairs and Housing
Jon Pegg, Ontario Fire Marshal
All Ontario Municipalities



Township of The Archipelago

9 James Street, Parry Sound ON P2A 1T4

Tel: 705-746-4243/Fax: 705-746-7301

www.thearchipelago.on.ca

February 19, 2021

21-036

**Moved by Councillor Andrews
Seconded by Councillor Barton**

RE: Ontario Fire College – Planned Closure

WHEREAS Council has received a request for support of a resolution enacted by the Town of Parry Sound regarding the planned closure of the Ontario Fire College in Gravenhurst;

NOW THEREFORE BE IT RESOLVED that Council for the Township of The Archipelago supports the resolution enacted by the Town of Parry Sound, and hereby requests that the Province of Ontario reverse their decision to close the Ontario Fire College as the OFC is one of the best and most cost-effective methods for municipalities to train their firefighters which assists us in protecting our residents; and

FURTHER BE IT RESOLVED that a copy of this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario; the Honourable Sylvia Jones, Ontario Solicitor General; Norm Miller, Member of Parry Sound Muskoka; Jon Pegg, Ontario Fire Marshal, District of Parry Sound municipalities, ROMA, OSUM and AMO.

Carried.



Sent via Email

February 11, 2021

RE: TOWN OF GRAVENHURST RESOLUTION – ONTARIO FIRE COLLEGE

At the Town of Gravenhurst Committee of the Whole meeting held on February 9, 2021 the following resolution was passed:

**Moved by Councillor Lorenz
Seconded by Councillor Murray**

WHEREAS the site of the Ontario Fire College has been in institutional use since 1902 as the Muskoka Free Hospital for Consumptives and the site of many heritage buildings that require protection;

AND WHEREAS the Town of Gravenhurst has been home to the Ontario Fire College since 1957, providing world-class training and camaraderie to thousands of Firefighters from across the Province in a unique setting;

AND WHEREAS the Ontario Fire College has established the reputation to certify both Volunteer and Career firefighters in a cost effective manner, offering top-tier training to all Fire Departments in Ontario;

AND WHEREAS there is concern from several municipalities and firefighters across the Province that the closure is detrimental to their training and that downloading of training is simply too expensive for municipalities and not included in their 2021 budgets;

AND WHEREAS the Fire Marshal has a duty (F.P.P.A.S 9.2(e)) to operate and maintain a central fire college and that regional training facilities are unproven and the closure of the Ontario Fire College was implemented with no stakeholder consultation;

AND WHEREAS the community of Gravenhurst has benefitted from the employment opportunities that the Ontario Fire College has provided;

AND WHEREAS the closure of the facility will result in significant job losses and would be a detriment to the broader community;

THEREFORE BE IT RESOLVED THAT the Province of Ontario reconsider the closure of the Ontario Fire College;

AND THAT if the closure occurs, the facility and site in the Town of Gravenhurst be considered to be the location of a Regional Training Centre for Fire and Emergency Services, for all the people of Ontario;

AND THAT the Province engage the Town of Gravenhurst and community partners to use the site in a matter that fosters growth of the community in a responsible way;

AND FINALLY THAT this motion be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Sylvia Jones, Ontario Solicitor General, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, MPP Norm Miller, the Ontario Fire Marshal, Jon Pegg and all Ontario Municipalities.

CARRIED

Sincerely,



Kayla Thibeault
Director of Legislative Services / Clerk
Town of Gravenhurst



The Corporation of the Township of Georgian Bluffs

March 1, 2021

Via Email:

Municipality of Augusta
Att: Kim Gonczy, Clerk

RE: Fire College Closure

At its meeting on February 24, 2021, Council passed resolution number RES2021-035:

Moved By: Councillor Cathy Moore Coburn
Seconded By: Councillor Ryan Thompson

Whereas Council received a resolution passed by the Council of the Township of Augusta regarding the closure of the Ontario Fire College, at their meeting on February 10, 2021; and

Whereas the Ontario Fire College is one of the primary sources of certified training for Ontario Firefighters; and

Whereas the Inter Township Fire Department has benefited from the training provided by the College;

Now Therefore, Council of the Township of Georgian Bluffs hereby opposes the closure of the Ontario Fire College, and

Further, joins the Township of Augusta in their request that the Province of Ontario reverse their decision to close the Ontario Fire College, and

That copies of this motion be forwarded to the parties contained in that of the Township of Augusta.

Carried (6 to 0)



The Corporation of the Township of Georgian Bluffs

Please contact me should you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Brittany Drury".

Brittany Drury

Clerk

519 376 2729 x. 244

bdrury@georgianbluffs.ca

Cc Via Email:

Honourable Doug Ford Premier of Ontario

Honourable Sylvia Jones, Ontario Solicitor General

Honourable Steve Clark, Minister of Municipal Affairs and Housing

Honorable Alex Ruff, MPP for Bruce - Grey - Owen Sound

Honourable Bill Walker, MPP for Bruce - Grey - Owen Sound

Ontario Fire Marshal Jon Pegg

All Ontario Municipalities

February 19, 2021

Mr. Graydon Smith, President
The Association of Municipalities of Ontario
200 University Ave., Suite 801
Toronto, Ontario M5H 3C6

Dear Mr. Smith:

Re: Closure of the Ontario Fire College in Gravenhurst

The Township of Tiny Council recently reviewed correspondence dated January 14, 2021, from the Office of the Fire Marshal regarding the pending closure of the Ontario Fire College in Gravenhurst, Ontario.

The Ontario Fire College provided fire service training to hundreds of municipal fire departments, like ours, who do not have the capacity or resources to provide their own in-house training for specialized programs.

Should the Office of the Fire Marshal continue to develop fire fighter training curriculum, municipalities will now bear the cost for its use and delivery. The alternative use of Regional Training Centres, for specialized training, will be at a significant cost to municipal fire departments, including room and boarding expenses.

With the closure of the Ontario Fire College and the lack of provincial or federal funding for volunteer fire departments for much needed training, it puts municipalities at risk.

We ask that reconsideration be given to the closure of the Ontario Fire College, at the very least, until a plan is in place to support municipalities with the resources and funding that is required to adequately train and support its fire fighters.

The Corporation of the Township of Tiny

A handwritten signature in black ink, appearing to read 'George Cornell', is written over a light blue horizontal line.

George Cornell
Mayor

cc. The Hon. Sylvia Jones, Minister of Community Safety and Correctional Services
Ontario Municipalities
Jill Dunlop, MPP, Simcoe North



Howick
TOWNSHIP

44816 Harriston Road, RR 1, Gorrie On N0G 1X0
Tel: 519-335-3208 ext 2 Fax: 519-335-6208
www.howick.ca

March 3, 2021

Premier Doug Ford

By email only premier@ontario.ca

Dear Premier Ford:

Please be advised that the following resolution was passed at the March 2, 2021 Howick Council meeting:

Moved by Deputy Reeve Bowman; Seconded by Councillor Hargrave:

Whereas, the Province of Ontario has announced that as of March 31, 2021 the Gravenhurst campus of the Ontario Fire College will be permanently closed; and

Whereas, the Province of Ontario announced plans to modernize and expand access to firefighter training in Ontario; and

Whereas, there has been no clear plan communicated by the Province of Ontario on how to obtain firefighter training in the absence of the Ontario Fire College campus; and

Whereas, there has been no clear plan communicated by the Province of Ontario on how firefighter training in Ontario will be modernized and expanded; and

Whereas, there has been no clear plan communicated by the Province of Ontario regarding the costs or funding for modernized and expanded firefighter training in Ontario; and

Whereas, the Township of Howick is a small rural municipality that operates a volunteer fire department to provide fire protection;

Now therefore, be it resolved that Council respectfully request a clear plan be communicated that establishes how the Province intends to modernize and expand firefighter training ensuring equal access to all municipal fire departments in Ontario, and as well, present a plan for funding to subsidise and or regulate the cost for firefighter training in the Province of Ontario. Carried.

Resolution No. 59/21

If you require any further information, please contact this office, thank you.

Yours truly,

Carol Watson

Carol Watson, Clerk
Township of Howick

Cc Solicitor General Sylvia Jones
Huron-Bruce MPP Lisa Thompson
Ontario Fire Marshal Jon Pegg
Ontario Association of Fire Chiefs Mark McDonald
AMO President Graydon Smith
All Ontario Municipalities



The Corporation of the Township of Strong

PO Box 1120 28 Municipal Lane
Sundridge, ON P0A 1Z0
705-384-5819 (p) 705-384-5892 (f)
www.strongtownship.com

February 25, 2021

The Right Honourable Doug Ford, Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Via Email: premier@ontario.ca

RE: Request that the Province of Ontario Reverse Decision to Close the Ontario Fire College Campus in Gravenhurst

Dear Premier Ford,

Please be advised that at their last regular meeting on February 23, 2021, the Council of the Corporation of the Township of Strong supported the following resolution:

“Resolution R2021-041

Moved By: Jeff McLaren Seconded by: Jody Baillie

WHEREAS the Ontario Fire College Campus has been in operation in Gravenhurst since 1958; and

WHEREAS the Ontario Fire College Campus is one of the primary sources of certified training for Ontario Firefighters; and

WHEREAS the Ontario Fire College Campus has built a reputation of integrity, credibility, and reliability in providing some of the best training to our Fire Services within the Province of Ontario; and

WHEREAS the Ontario Fire College Campus has been used to train and certify both Volunteer, Part-Time and Career firefighters throughout Ontario; and

WHEREAS the Regional Training Centers are not all created equal and similar in function to the Ontario Fire College Campus; and

WHEREAS the Ontario Fire College Campus gives Ontario Firefighters another option other than Regional Training Centers to obtain National Fire Protection Association (NFPA) certifications; and

WHEREAS the Ontario Fire College Campus is the most cost-effective method for municipalities to certify Firefighters to NFPA Standards in Ontario; and

WHEREAS the Ontario Government enacted and revoked O. Reg. 379/18: Firefighter Certification in 2018; and

WHEREAS when the Ontario Government revoked O. Reg. 379/18: Firefighter Certification, it was made known by the Office of the Solicitor General that the act would be amended and brought back in the future; and

THEREFORE, BE IT RESOLVED THAT the Corporation of the Township of Strong hereby requests that the Province of Ontario reverse their decision to close the Ontario Fire College Campus in Gravenhurst as the OFC is one of the best and most cost-effective methods for municipalities to train their firefighters which assists us in protecting our residents; and

BE IT FURTHER RESOLVED THAT this Resolution is forwarded to the Honourable Doug Ford Premier of Ontario, the Honourable Sylvia Jones; Ontario Solicitor General, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Ontario Fire Marshal; Jon Pegg, and all municipalities within the Province of Ontario

Carried"

Your attention to this matter is greatly appreciated.

Sincerely,

A handwritten signature in cursive script, appearing to read "Caitlin Haggart".

Caitlin Haggart
Clerk Administrator

BM/ec

cc: Honourable Sylvia Jones, Ontario Solicitor General
Honourable Steve Clark, Minister of Municipal Affairs and Housing
Ontario Fire Marshal Jon Pegg
Ontario Fire College – Gravenhurst Campus
All Ontario Municipalities
Sundridge Strong Fire Chief Andrew Torrance



Norfolk County
Officer of the Mayor
Governor Simcoe Square
50 Colborne St., S.
Simcoe, Ontario N3Y 4H3
519-426-5870
Fax: 519-426-7633
norfolkcounty.ca

February 23, 2021

The Honourable Jonathan Wilkinson
Minister of Environment and Climate Change
House of Commons
Ottawa, ON K1A 0A6

The Honourable Marie-Claude Bibeau
Minister of Agriculture and Agri-Food
House of Commons
Ottawa, ON K1A 0A6

Dear Ministers,

I am writing to advise that Norfolk County Council supports the attached Norfolk County Agricultural Advisory Board's letter regarding the application of the carbon tax on primary agriculture producers. It is the recommendation of Norfolk County Council that the Federal Government consider the concerns of the agricultural community and move to exempt all primary agriculture producers from current and future carbon taxes. Please find attached the full recommendation.

Thank you for your attention,

Yours truly,

A handwritten signature in black ink that reads "Kristal Chopp".

Kristal Chopp
Mayor, Norfolk County

P.c. Norfolk County Council
Association of Municipalities of Ontario
Federation of Canadian Municipalities
Ontario Municipalities

Dec 7, 2020

The Honourable Marie-Claude Bibeau, MP
Minister of Agriculture and Agri-Food House of Commons
Ottawa, Ontario
K1A 0A6

Dear Minister Bibeau

Our agricultural advisory board (AAB) who represents the agricultural sector in Norfolk County, Ontario is very concerned about the federal government's current carbon pricing policies. It is our hope that you consider our concerns and move to exempt all primary agriculture producers from current and future carbon taxes.

Carbon tax remains as a major cost of production for producers in Norfolk County. Although some farm fuel purchases are exempt, it is selective and does not meet the needs of the entire agriculture industry. Currently crop drying, heating/cooling of livestock barns and cooling of perishable commodities are still subject to full carbon taxes.

Currently there are no replacements for fossil fuels in agricultural production. As a result, carbon tax policies are not appropriate for the agricultural sector and only decrease farm margins.

Norfolk County which is known as Ontario's garden is home to one of the country's largest diversity of crop production. In addition to the extensive vegetable, fruit and grain production it boasts some of the highest ecological diverse natural habitats, plants and animals in Canada. There is approximately 25% tree cover in the county which is the highest percentage of forested land in Southwestern Ontario. Norfolk County It is also home to over 10,000 acres of woodlots and wetlands protected under Long Point Conservation Authority. In addition to the natural woodlots and wetlands there is also extensive fruit production with 2000 acres of apples and 1000 acres of sour cherries. A mature orchard can fix upwards of 18 mt of CO₂ annually.

The adoption of production practices to protect the soil and environment are advanced in Norfolk County. There has been a wide implementation of cover cropping, planting green and reduced tillage practices all of which sequester carbon. Additional farming practices of 4R nutrient management coupled with precision technology ensure that appropriate nutrients are applied at the right time, place and rate. In many cases sensitive water sources around ponds and wetlands are planted with buffer strips and soil erosion control measures of grassed waterways and windbreaks are also common practices. ALUS (alternative land use) programs have been embraced across the county, taking unproductive land out of production, and returning it to natural native grass plantings, trees and constructed wetlands. Currently there are 1148 active projects with 189 producers covering 1573 acres in Norfolk County managed under the ALUS program.

The agriculture industry has made great strides to protect the environment and will continue to improve production practices that reduces the carbon footprint in food production.

The AAB board believes that all on farm fuels used in agricultural production should be exempt from carbon tax. This should include natural gas, propane, gas, and diesel. We strongly urge the government to be consistent with a sector wide exemption to current carbon tax policies.

Sincerely,

Dustin Zamecnik
Chair of Norfolk County Agriculture Advisory Board

March 2, 2021

Via Email

Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Dear Premier Ford:

RE: Capacity Limits for Restaurants in Stage 2 under the Reopening Ontario Act, 2020

On behalf of the Council of the Corporation of the Township of Lake of Bays, please be advised Council is striving to support their local businesses during this pandemic however, the uncertainty they face day to day as rules change have become overwhelming and onerous to these small businesses and something needs to change. With that said, Council at their last regular meeting on March 2, 2021 had a wholesome discussion regarding the challenges our businesses are facing. The following resolution is a result of those discussions:

"Resolution #8(b)/03/02/21

WHEREAS the Province of Ontario passed O. Reg. 263/20, Rules for Areas in Stage 2 under the Reopening Ontario (A Flexible Response to COVID-19) Act, 2020;

AND WHEREAS Schedule 2, Subsection 1(7) states that the total number of patrons permitted to be seated indoors in the establishment must be limited to the number that can maintain a physical distance of at least two metres from every other person in the establishment, and in any event cannot exceed 10 patrons;

AND WHEREAS restaurants throughout the Province are facing financial hardships due to the COVID-19 pandemic, and the amount of patrons being turned away is impacting the overall experience of the restaurants;

AND WHEREAS many restaurants fluctuate in size and would be able to accommodate more than 10 patrons, while maintaining a physical

... 2

Page 2

distance of at least two metres from every other person in the establishment;

AND WHEREAS the inequity of establishing a capacity limit of no more than 10 patrons for larger restaurants continues to impact the financial viability of the restaurants during this difficult time;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Corporation of Township of Lake of Bays hereby requests that the Provincial Government review and reconsider the capacity limits for restaurants across the Province be based on the size of the square footage of the seating area instead of a flat occupancy.

AND FURTHER THAT the concept of introducing capacity limits for other businesses listed in Schedule 2 of O.Reg 263/20 being impacted by the constant uncertainty of their operations during this pandemic including restaurants, personal care services, resorts, camps, fitness and recreational amenities, churches, etc. be considered while in lockdown status.

AND FURTHER THAT this motion be forwarded to the Premier, Doug Ford, Simcoe Muskoka District Health Unit and all Ontario municipalities.”

Council appreciates and thanks you for all your hard work and dedication during these unprecedented times and is hopeful that the above-noted resolution will assist in amending the restrictions set out in the COVID-19 Response Framework.

Sincerely,



Carrie Sykes, *Dipl. M.A., CMO, AOMC*,
Director of Corporate Services/Clerk.
CS/cw

Copy to: Simcoe Muskoka District Health Unit
All Ontario Municipalities

March 4, 2021

CL 4-2021, February 25, 2021
PHSSC 2-2021, February 16, 2021
Minute Item No. 5.1, February 16, 2021

MEMBERS OF THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO (AMO)

SENT ELECTRONICALLY

Motion respecting Homelessness, Mental Health and Addiction in Niagara

Minute Item No. 5.1

Regional Council, at its meeting held on February 25, 2021, approved the following resolution from its Public Health and Social Services Committee:

WHEREAS Niagara Region prides itself as being a caring and compassionate community that continually strives to be a place where people want to live, work and play;

WHEREAS providing access to safe, adequate and affordable housing for everyone is fundamental to achieving that goal;

WHEREAS Niagara Region acknowledges that mental health, mental illness, addiction and homelessness, while important issues, are not homogenous, interchangeable or consistently interconnected, and doing so may over simplify exceptionally complex issues that require targeted policy solutions and intervention;

WHEREAS Niagara Region's 10-year Housing and Homelessness Action Plan (HHAP), A Home For All, outlines the Region's vision, challenges, and the actions required to achieve its goals;

WHEREAS Niagara Region has embarked on an ambitious effort to end chronic homelessness through participation in the national Built for Zero campaign;

WHEREAS Regional Council formally adopted Mental Health and Wellbeing (2.2) and Addressing Affordable Housing Needs (2.3) as strategic priorities for the current term of our Council;

WHEREAS a recent KPMG report commissioned by Niagara Region indicated that Council invests more levy funding than its peers into homelessness, demonstrating a steadfast commitment to addressing the issue;

WHEREAS Niagara Region acknowledges that people living in shelters are part of the crisis and not the solution;

WHEREAS Niagara Region has two planned housing projects that would directly address those in Niagara who experience chronic homelessness;

WHEREAS the implementation plan for Council's strategic objectives states that staff will identify gaps within the mental health system to increase the functionality and collaboration within it;

WHEREAS the same implementation plan directed staff to partner with Ontario Health (formally the LHIN) to review the local landscape to identify opportunities, including new investment;

WHEREAS the treatment and supports for mental illness, addiction, and homelessness are predominantly funded and directed by the Province;

WHEREAS the success of the Region's Housing and Homelessness Action Plan is dependent on a commitment of sustained and increased funding (both operational and capital) from all levels of government to address the issues of housing insecurity and homelessness in Niagara; and

WHEREAS the needs of the community far outweigh Niagara Region's available resources and funding required to effectively address these issues, and the support of both the Provincial and Federal governments are needed to meet these needs.

NOW THEREFORE BE IT RESOLVED THAT:

1. That Niagara Region Council officially **ACKNOWLEDGE** that a significant crisis exists in Niagara in regard to the prevalence of chronic homelessness and the lack of affordable housing that far surpasses the Region's ability to meet the vision dictated in its 10-year Housing and Homelessness Action Plan (HHAP);
2. That the Regional Chair **BE DIRECTED** to send advocacy letters directly to the appropriate Federal and Provincial ministries outlining Niagara's current situation and requesting additional funding be provided to ensure Niagara can meet the vision outlined in its housing action plan;
3. That the Regional Chair **BE DIRECTED** to advocate to the Minister of Municipal Affairs and Housing and the Minister of Families, Children and Social Development for the required operational funding for the planned supportive and bridge housing initiatives;
4. That Regional staff **BE DIRECTED**, in alignment with the planned review of Council's strategic priorities, to produce a report specifically highlighting the progress being made and critical gaps in regard to services related to mental health, addictions and wellbeing;
5. That Regional staff **BE DIRECTED** to continue providing Regional Council updates on the HHAP and Built for Zero initiatives;
6. That Regional staff **BE DIRECTED** to request an update from the Overdose Prevention and Education Network of Niagara (OPENN) regarding the current status of the actions being taken to address addiction related issues in Niagara; and

7. That a copy of this motion be sent to all members of the Association of Municipalities of Ontario (AMO).

Yours truly,

A handwritten signature in black ink, appearing to read 'Ann-Marie Norio', with a stylized flourish at the end.

Ann-Marie Norio

Regional Clerk

:kl

CLK-C 2021- 044

March 4, 2021

CL 4-2021, February 25, 2021

DISTRIBUTION LIST

SENT ELECTRONICALLY

Re: Schedule 6, Bill 197, COVID-19 Economic Recovery Act, 2020

Regional Council, at its meeting held on February 25, 2021, passed the following resolution:

WHEREAS Schedule 6 of Bill 197, COVID-19 Economic Recovery Act, 2020 considers amendments to the Environmental Assessment Act relating to municipal autonomy and the principle that municipalities can veto a development outside their municipal boundary in an adjacent municipality;

WHEREAS Bill 197 empowers multiple municipalities to 'veto' development of a landfilling site within a 3.5 km zone inside the boundary of an adjacent municipality;

WHEREAS Bill 197 establishes a dangerous precedent that could be expanded to other types of development;

WHEREAS Bill 197 compromises municipal autonomy and the authority of municipal councils to make informed decisions in the best interest of their communities and municipal taxpayers; and

WHEREAS amendments in Schedule 6 could cause conflict in the effective management of landfill sites, put significant pressure on existing landfill capacity, and threaten the economic activity associated with these sites.

NOW THEREFORE BE IT RESOLVED:

1. That while the Region of Niagara supports the Act's open-for-business approach, the municipality **CALLS** upon the Government of Ontario (Ministry of the Environment, Conservation & Parks (MOECP) to amend Bill 197, COVID-19 Economic Recovery Act, 2020, to eliminate the development approval requirement provisions from adjacent municipalities and that the 'host'

municipality be empowered to render final approval for landfills within their jurisdiction;

2. That a copy of this motion **BE FORWARDED** to Premier Doug Ford, Jeff Yurek, Minister of Environment, Conservation and Parks, Steve Clark, Minister of Municipal Affairs and Housing, local M.P.P.s., and the Association of Municipalities Ontario (AMO) and;

3. That a copy of this resolution **BE FORWARDED** to all Ontario municipalities with a request for supporting motions to be passed by respective Councils and copies of the supporting motion be forwarded to Premier Doug Ford, Jeff Yurek, Minister of Environment, Conservation and Parks, Steve Clark, Minister of Municipal Affairs and Housing, local Members of Provincial Parliament, and the Association of Municipalities Ontario (AMO).

In accordance with the resolution, it is respectfully requested that your municipality consider passing a supporting resolution to be forwarded to Premier Doug Ford, Jeff Yurek, Minister of Environment, Conservation and Parks, Steve Clark, Minister of Municipal Affairs and Housing, local Members of Provincial Parliament, and the Association of Municipalities Ontario (AMO).

Yours truly,



Ann-Marie Norio
Regional Clerk

CLK-C 2021-043

Distribution List:

All Municipalities in Ontario



THE CORPORATION OF THE CITY OF SARNIA
City Clerk's Department

255 Christina Street N. PO Box 3018
Sarnia ON Canada N7T 7N2
519-332-0330 (phone) 519-332-3995 (fax)
519-332-2664 (TTY)
www.sarnia.ca clerks@sarnia.ca

March 4, 2021

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

Dear Premier Ford,

Re: Colour Coded Capacity Limits

At its meeting held on March 1, 2021, Sarnia City Council discussed the challenges local businesses are facing with respect to the colour coded system within the Province's COVID-19 Response Framework. The following motion was adopted:

That Sarnia City Council strongly advocate to the Province of Ontario that they adjust the capacity limits for dining, restaurants, sporting and recreational facilities, places of worship, event centers, and all retail/small businesses as part of the colour coded system.

The following rationale was provided with the introduction of the motion:

- The red zone currently only allows 10 people indoors at a dining or a sporting / recreational facility (regardless of the size), places of worship are capped at 30% or 50 people, and retail / small business is limited to a 50% capacity.
- These businesses and organizations have heavily invested in facility improvements and expensive upgrades to ensure safe social distancing and have all the appropriate safety and protection measures in place.
- Businesses in particular cannot properly plan under the current uncertainty and that means the loss of jobs and income for both workers and owners as well as mental health challenges.

- Indoor capacity limits for restaurants, dining, sporting / recreational facilities, event centers, retail / small business, and places of worship should not involve arbitrary numbers (regardless of size), but instead be changed to the amount of people per facility which ensures that strict and safe social distancing can be maintained.

Sarnia City Council has requested that all municipalities in Ontario join this advocacy effort.

On behalf of Sarnia City Council, I look forward to your reply.

Sincerely,

A handwritten signature in cursive script, appearing to read 'AB', followed by a horizontal line.

Amy Burkhart
Acting City Clerk

Cc: All Ontario Municipalities
Ms. Marilyn Gladu, MP Sarnia-Lambton
Mr. Bob Bailey, MPP Sarnia-Lambton

February 26, 2021

Sheridan Graham
Chief Administrative Officer
County of Peterborough
470 Water Street
Peterborough, Ontario K9H 3M3

Dear Ms. ~~Graham~~, *SHERIDAN*

On behalf of the Council and staff of the Township of Selwyn, I would like to extend my sincere congratulations to you on being appointed as the Chief Administrative Officer for the County of Peterborough. This well-deserved promotion is a testament to your dedication and hard work.

We look forward to continuing working with you and the County on collaborative initiatives that support our common mandate of serving our communities.

Once again, congratulations and we wish you immense success in this new venture.

Regards,



Mayor Andy Mitchell
Township of Selwyn

Mailing Address
PO Box 270
Bridgenorth
Ontario K0L 1H0

Tel: 705 292 9507
Fax: 705 292 8964

February 26, 2021

Ethel Shackleton, President
Ennismore and District Horticultural Society
1000 Ennis Road
Ennismore, ON K0L 1T0

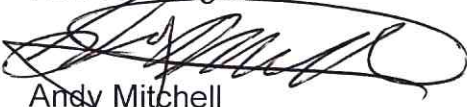
Re: Ennismore Military Commemorative Monument

On behalf of the Council of the Township of Selwyn, I would like to take this opportunity to extend my congratulations to the Ennismore and District Horticultural Society and the Cairn Sub-Committee for their successful completion of the remarkable Ennismore Military Commemorative Monument.

The Township is grateful for community groups like yours, whose efforts enhance the heritage and character of our community. Although the Monument is new, we are confident that it will soon become a local landmark and destination for those wanting to remember and honour our Canadian veterans.

Once again, congratulations on this accomplishment and thank you for your hard work.

Lest we Forget.



Andy Mitchell
Mayor

Mailing Address
PO Box 270
Bridgenorth
Ontario K0L 1H0

Tel: 705 292 9507
Fax: 705 292 8964

Pre-Budget Submission, AMO-CUPE Economic Recovery Letter, Emergency Orders Extended, and Updated COVID-19 Regional Framework Pre-Budget Submission

AMO is pleased to share its 2021 Pre-Budget submission titled ***"Building a Recovery to Strengthen all of Ontario: A Provincial-Municipal Partnership for a Safe and Prosperous 2021"*** that reflects a series of recommendations to help the Province and municipal governments navigate the ongoing pandemic and together pursue an integrated socio-economic recovery. The submission outlines key recommendations for the government to pursue around the following themes:

1. Fiscal Stabilization for Municipalities
2. Healthy and Safe Communities for People
3. Investing in a Stronger Economic Recovery
4. Strengthening Ontario's Municipal Governments.

To support this submission's main recommendation, **AMO President Graydon Smith and CUPE Ontario President Fred Hahn jointly wrote to the Premier of Ontario** to urge him to champion new funding support similar to last year's Safe Restart Agreement. This funding is required to help support municipal governments and the municipal workers who are keeping our communities safe and maintaining the essential services all Ontarians rely on most during the ongoing pandemic.

AMO is optimistic that Ontario is poised for a strong recovery, and a prosperous and competitive future. This submission generally calls for the continued collaboration between all orders of government to address the very serious challenges ahead and to accomplish positive change for all Ontarians.

Updated COVID-19 Regional Framework

Today the Province has updated the COVID-19 Regional Framework. The City of Toronto, Peel Region, and North Bay-Parry Sound District will remain in full lockdown for at least two more weeks until Monday, March 8th. York Region will move from Shutdown to Red and the Lambton PHU region will move from Orange into Red as of the effective date of Monday, February 22 at 12:01 am.

Emergency Orders Extended

Ontario Emergency Orders, which were to expire on February 19th in force under the Reopening Ontario Act (ROA), have been extended until March 21, 2021.

Orders under the ROA include the Province's ability to implement rules on public gatherings, business closures, and managing outbreaks in hospitals or long-term care homes. This extension does not change the length of how long a region is in lockdown.

The ROA must be extended every 30 days and the government must notify the public on which orders have been extended.

February 24, 2021

AMO Policy Update – *Build Back Better* Extension and New Anti-Human Trafficking Legislation

***Build Back Better* Pilot Extended in Municipal Recovery Assistance Program**

The Minister of Municipal Affairs and Housing, the Honourable Steve Clark, announced today that the Province is providing an additional \$2 million to extend the *Build Back Better* pilot into 2023.

Build Back Better helps municipalities that require assistance to recover from flooding or other natural disasters to rebuild public infrastructure to a higher standard such as raising roads or increasing ditch sizes or other work to make communities more resilient. *Build Back Better* has been requested by municipal governments as a permanent change to the Municipal Recovery Assistance Program and AMO has long advocated for increased infrastructure funding for climate resilience.

Ontario Introduces New Anti-Human Trafficking Legislation

Coinciding with National Human Trafficking Awareness Day, the Ontario government introduced the *Combatting Human Trafficking Act*. The proposed new legislation and amendments to existing legislation will build upon the Province's \$307 million Anti-Human Trafficking Strategy.

The proposed changes include two new acts – the *Anti-Human Trafficking Strategy Act, 2021* and the *Accommodation Sector Registration of Guests Act, 2021* – as well as amendments to the *Child, Youth and Family Services Act, 2017* and the *Prevention of and Remedies for Human Trafficking Act, 2017*.

The proposed legislation will focus on protecting children and youth, supporting survivors, and providing law enforcement with additional tools to prevent and deter human trafficking.

AMO Policy Update – New 2021 COVID-19 Relief Funding

Ontario Government Provides New 2021 COVID-19 Relief Funding for Municipal Government Operations

The Honourable Steve Clark, Minister of Municipal Affairs and Housing, and the Honourable Peter Bethlenfalvy, Minister of Finance and President of the Treasury Board, announced this morning that the Government of Ontario is providing an additional \$500 million to municipal governments to support municipal operations. Securing funding in 2021 to support municipal operations which builds on the \$4 billion federal and provincial support in 2020's Safe Restart Agreement (SRA) has been AMO's number one advocacy priority.

Today's announcement provides funding to all 444 Ontario municipalities. Similar to Phase 2 of the SRA funds, the support is based on a base + formula allocation to recognize varying impacts of the pandemic on municipal capacity and revenues. AMO understands that a 10 per cent base allocation will be provided to all municipal governments and a Top-Up formula allocation is based on COVID-19 case counts in the municipality from January 1st, 2021 to February 18, 2021. In making the announcement, Minister Clark called on the federal government to match the funding provided through an additional 2021 allocation.

The funding will be provided in two installments: installment 1 will flow on or before May 1st, 2021 and installment 2 on or before November 1st, 2021. To receive funding, Municipal Treasurers will need to sign back an agreement and provide it to the Ministry of Municipal Affairs and Housing by March 24th, 2021. This agreement, reporting, and eligible uses for the funds will be communicated to municipal governments through letters to the Heads of Council from the Ministry.

In welcoming the announcement, AMO's President Graydon Smith, noted that this funding makes an important investment in Ontario's economic recovery by building on critical Safe Restart Agreement and Social Services Relief Fund support previously provided to Ontario municipalities. The funding provided today will help to offset budgetary impacts of COVID-19 in municipal governments across Ontario and support critical municipal services, helping to keep capital projects on track in local communities.

Together with the new \$150 million for transit provided by Ontario earlier this week, this funding marks a significant investment in local services that support people, businesses, and communities. AMO will continue to work with the Ontario Government in partnership to secure additional federal funding to offset the impacts of COVID-19 on municipal budgets, services, and transit.

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- 1.0 Background
- 2.0 Campus Context

Part IIa: Campus Vision and Framework

- 3.0 Vision and Guiding Principles
- 4.0 Framework Plan
- 5.0 Otonabee River
- 6.0 The University Green Network

Part IIb: Campus Vision and Framework

- 7.0 University Districts
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Part III: Nature Areas Stewardship Plan

- 9.0 Introduction
- 10.0 Context for the Stewardship Plan
- 11.0 Vision and Goals for the Nature Areas
- 12.0 Nature Areas Boundary Review
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► **Part IV: Towards Implementation**

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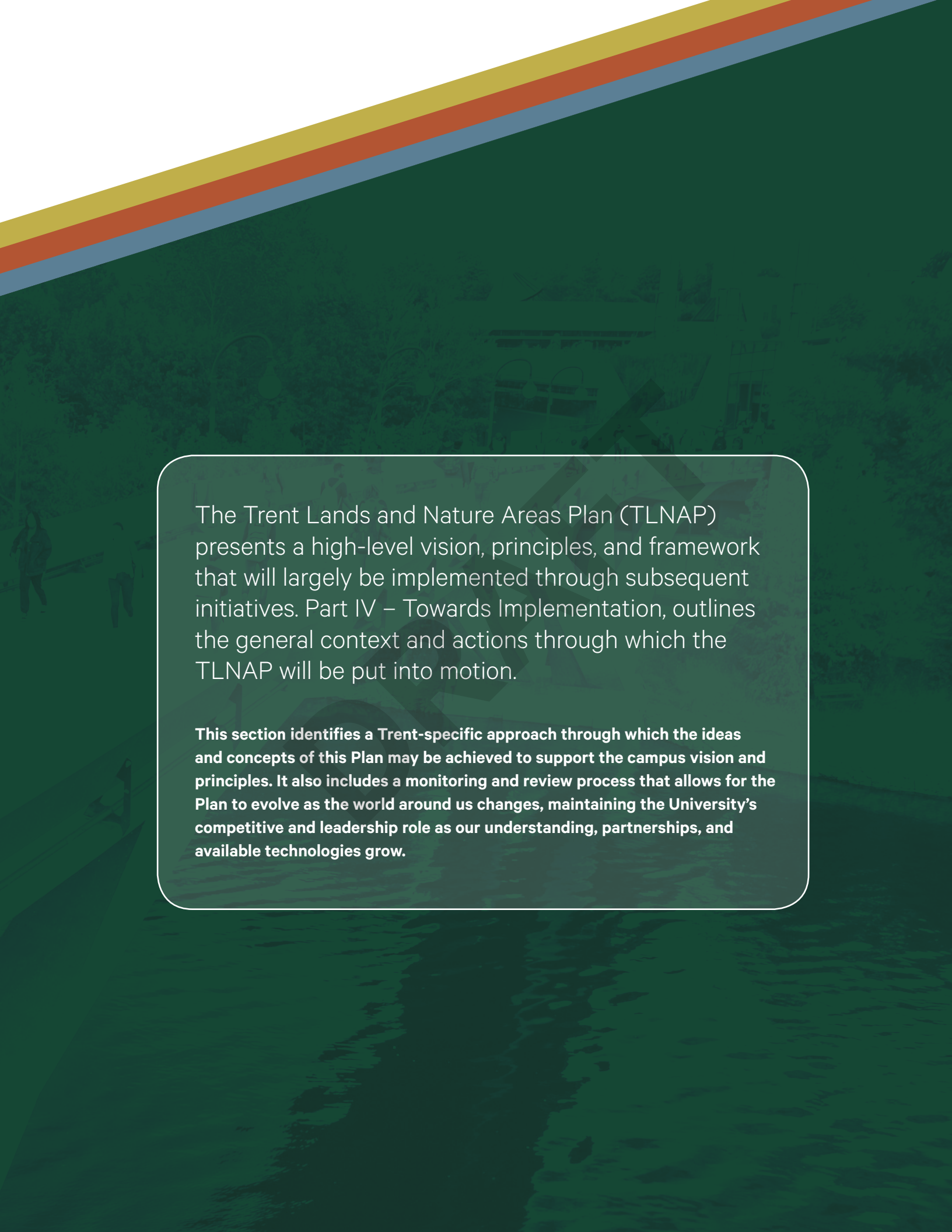
Table 5: Levels of Engagement

Table 6: Campus Development Process

PART IV

Towards Implementation



The background of the page is a dark green field with a rainbow at the top. A white box with rounded corners is centered on the page, containing two paragraphs of text. The first paragraph describes the Trent Lands and Nature Areas Plan (TLNAP) and its implementation. The second paragraph describes the section's content, which includes a Trent-specific approach, a monitoring and review process, and the University's competitive and leadership role.

The Trent Lands and Nature Areas Plan (TLNAP) presents a high-level vision, principles, and framework that will largely be implemented through subsequent initiatives. Part IV – Towards Implementation, outlines the general context and actions through which the TLNAP will be put into motion.

This section identifies a Trent-specific approach through which the ideas and concepts of this Plan may be achieved to support the campus vision and principles. It also includes a monitoring and review process that allows for the Plan to evolve as the world around us changes, maintaining the University's competitive and leadership role as our understanding, partnerships, and available technologies grow.

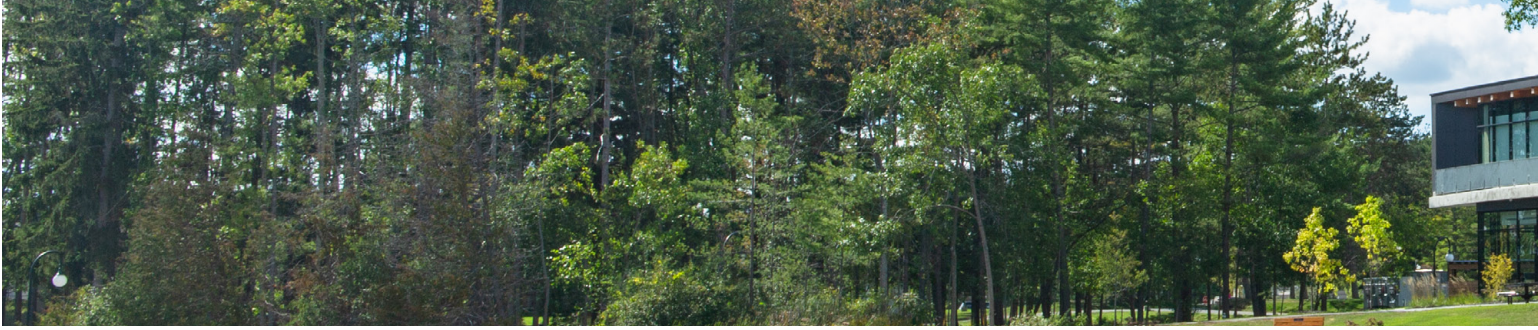


17.0

A Trent-Specific Approach

The TLNAP has been developed as a Trent-specific approach to addressing the priorities and needs of the University, its communities, and the natural systems of which we are a part. These priorities and needs were identified throughout the creation of the TLNAP through various phases of engagement and study, and they will continue to evolve over time. At the time of the creation of this Plan, the main priorities and responsibilities it sought to address include:

- » Caring for and stewarding the campus lands (including the Trent Nature Areas) to create a thriving campus for people and the environment;
- » Supporting the University's academic mission by securing space for current and future students, and ensuring a sustainable financial future;
- » Demonstrating leadership by addressing the most pressing issues of our region, including housing, employment, and food security, and contributing to the region's economic recovery;
- » Advancing reconciliation through a commitment to ongoing collaboration with the Michi Saagiig First Nations, and the inclusion of new spaces for Indigenous teachings and ceremony, and placemaking that honours and incorporates Indigenous Traditional Knowledge (ITK); and
- » Engaging with the University's diverse communities and, where appropriate, creating space for meaningful involvement and collaboration.



17.1 Who's Involved?

The 2021 TLNAP has been prepared as a concise framework-level document which sets out a structure for overall management of the Trent lands and Nature Areas. To be successful, stewardship of the campus lands must be driven and championed by Trent. Coordination and communication between members of the Trent administration and community are also an integral part of the campus planning process.

Trent University Leadership and Governance

Senior Administration at Trent is responsible for the management of the University, operating within the policies and plans of the governing bodies, and consists of:

- » The Senate: responsible for the educational policy of the University; and
- » The Board of Governors: responsible for the management and control of the University and its property, revenues, expenditures, business, and affairs.



The Trent Lands and Nature Areas Plan largely falls within the jurisdiction of the Board of Governors.

The University Board of Governors is the approval body, through which decisions about the land are made. The Board ensures that early decisions around site and program selection reflect the campus and community vision and priorities, and are grounded in a preliminary understanding of the existing conditions on the land, and campus and community needs.

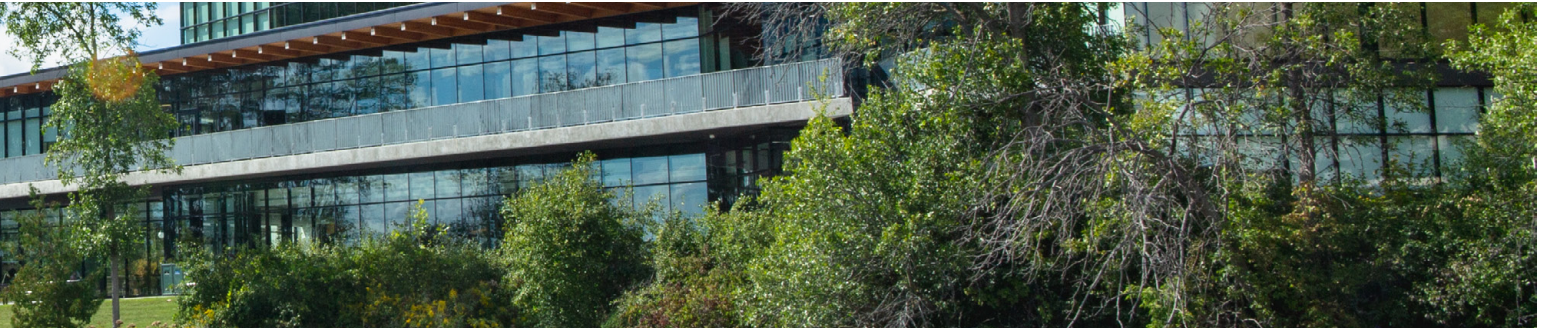
The decisions made by the Board of Governors are informed by the work and recommendations of:

Finance and Property Committee is responsible for the overall monitoring of campus capital building programs, stewardship of heritage assets, and makes recommendations to the Board of Governors for the approval or revisions to the Trent Lands and Nature Area Plan.

Trent Lands Committee is responsible for oversight and guidance of any development projects to ensure they are consistent with the approved Trent Lands and Nature Areas Plan.

Campus: Students, Faculty, and Staff

The campus community will be engaged in the planning and implementation of various University initiatives. For example, the visioning and creation of the Seniors Village will involve the Trent Centre for Aging and Society, Trent Fleming School of Nursing, and other programs to maximize the potential for research, collaboration, and student experiential learning.



The implementation of the Nature Areas Stewardship Plan offers many opportunities for research and hands-on experience in conducting field studies, implementing enhancement and restoration projects, and long-term monitoring. Advanced planning will be required to allow for the incorporation of these projects into coursework.

Nature Areas Stewardship Advisory Committee

provides advice on the management of the Trent Nature Areas to support implementation of the Nature Areas Stewardship Plan. Working with staff from the Facilities Sustainability and Community Relations, the committee will play a key role in reviewing studies and recommendations to define targets and actions to implement the plan.

Environmental Advisory Board is currently reviewing its terms of reference to provide clarity on its scope. Considerations include a broader focus on sustainability initiatives across campus, and support for evaluation of nature inclusive designs and strategies for the built environment, where the committee has the expertise to provide such review and advice.

First Nations and Indigenous People

The commitment to meaningful engagement, collaboration, and reconciliation with Indigenous peoples is a core commitment within the TLNAP. Central to this Plan are these key principles developed to incorporate the collective Anishinaabeg Nibwaakaawin (wisdom) of Michi Saagiig First Nations, Indigenous students, faculty, and staff (refer to Section 3.2, page 37 of the TLNAP).

The Trent Elders and Traditional Knowledge Keepers

Council has representation from the local Michi Saagiig communities and guides the University on cultural matters. As Trent is home to students, staff, and faculty from many different nations, including many First Nations, Inuit and Métis communities, knowledge holders from other nations may be included in Elders and Traditional Knowledge Keepers Council meetings, depending on the nature of the guidance requested by the University.

The Elders and Traditional Knowledge Keepers Council provided valuable advice throughout the creation of the Trent Lands and Nature Areas Plan, and Trent will benefit from their valued and continued advice through implementation of the Plan. Trent will broaden its Indigenous Traditional Knowledge (ITK) base by encouraging more Elders and Traditional Knowledge Keepers to become involved in ITK updates and site-specific studies.

The Michi Saagiig Consultation Officers are the primary forum for dialogue with First Nations on the actions arising from this Plan. Regular meetings have been established to permit timely and responsive involvement throughout each stage of visioning, planning, implementation, and monitoring.

Regulatory and Approval Agencies and Authorities

This includes the City of Peterborough, Otonabee Conservation, the County of Peterborough, surrounding townships, ministries, and utility providers (e.g. Hydro One). Trent will work with these agencies to understand local and regional implications, identify and/or confirm feasibility of opportunities, and ensure compliance with policy and regulatory or operational provisions.

Implementation Partners

This includes parties who may partner with the University to bring expertise and resources to advance initiatives within the TLNAP. For example, the University has partnered with the City of Peterborough to create the Cleantech Commons. In general, Trent does not intend to be the developer for the initiatives that arise from this Plan, and will seek partners who have a track-record in sustainable and green development, and are committed to meeting the targets and standards set out in the TLNAP and any Board approved, subsequent studies (e.g. the System-Level Plan).

Community and Local Organizations

The community will be engaged at key points in realizing this Plan by providing input at the visioning and design stage, reviewing and commenting on draft plans, or collaborating to deliver initiatives. Efforts should be made to engage proactively with potential partners to achieve the goals set out for accessibility, nature-inclusive design, age-friendly infrastructure, and stewardship of the environment. Groups such as the Peterborough Pollinators, Field Naturalists, Green-Up, Age-Friendly Peterborough, Peterborough Bicycle Advisory Committee, and Camp Kawartha have provided valuable input to the TLNAP, and engaging them in advancing initiatives will have multiple benefits.



17.2 Approach to Engagement and Communication

It is important to maintain consistent and clear communication throughout the decision-making process and implementation of planned and future projects. Early and frequent engagement is recommended to ensure that the voices of the University's communities are heard and inform the project outcomes.

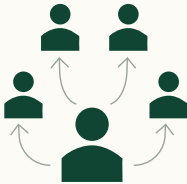
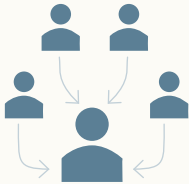
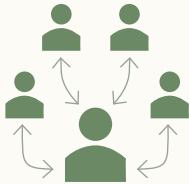
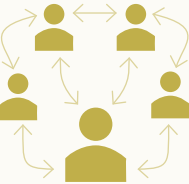
Engagement and Communications Objectives

- » Identify the relevant audiences and level of engagement required. As a general rule, the greater the impact of a decision or project, the more involved or collaborative the engagement activities should be. Refer to Table 5 as a guide for the various levels of engagement, their associated community participation goal, and sample techniques (page 195).
- » Ensure protocols for engagement and communication are communicated, from the outset of respective strategic initiatives and projects.
- » Provide regular updates on the progress of plans, and how these initiatives contribute to the University's academic mission, priorities, responsibilities, and the guiding principles/goals of the TLNAP.
- » Be transparent and consistent with the expectations of and promise to the public.
- » Apply appropriate engagement tools and techniques that reflect the level of engagement required to effectively reach the identified audience.

- » Use consistent methods of communication to allow audiences to easily check for updates – for example, the Trent Lands website, newsletter, and social media. Engage with campus and community groups to utilize their communication vehicles to have greater reach.
- » Continue to focus campus engagement during the Fall and Winter terms.
- » Report back with key takeaways, lessons learned, and next steps.

Ideal points of engagement throughout the development process are identified on Table 6 in Section 19.1 below.

Table 5:
Levels of
Engagement

	Inform	Consult	Involve	Collaborate
				
Community Participation Goal	Inform the community with information and data to assist in understanding the opportunities and constraints, options and/or solutions.	Consult the community to attain feedback on presented analysis and mapping, options and/or decisions.	Involve the community in workshops throughout the process to ensure feedback and aspirations are understood.	Collaborate with the community at each step of the process including development of options, and seek identification of the preferred solution.
Promise to Participants	Keep participants informed of progress and next steps.	Keep participants informed, hear and acknowledge receipt of concerns, aspirations, and share how input influenced the decision.	Ensure participants have multiple opportunities to influence the options developed and share how input influenced the decision.	Look to participants for advice and innovation in formulating options and solutions, and incorporate advice to the extent possible.
Example Techniques	<ul style="list-style-type: none"> » Newsletters » Website » Virtual and/or On-Campus Open Houses » On-Campus Pop-Ups 	<ul style="list-style-type: none"> » Surveys » Focus Groups » Virtual and/or On-Campus Meetings 	<ul style="list-style-type: none"> » Polling » Virtual and/or On-Campus Workshops 	<ul style="list-style-type: none"> » Advisory Committee / Focus Group » Consensus-Building Techniques

Engagement with the Michi Saagiig First Nations

The implementation of the TLNAP will require continued respectful, effective, and meaningful engagement with First Nations. Indigenous engagement plans may be created for:

- » Ongoing community engagement and communications reaching First Nations and Indigenous communities;
- » Implementation of land use and stewardship plans;
- » Updating of baseline Indigenous Traditional Knowledge studies; and
- » Conducting new, site-specific Indigenous Traditional Knowledge studies.

These Indigenous engagement plans may also benefit Trent University in many other areas including academic and business planning.

The following Indigenous Engagement principles should be reinforced:

- » **Indigenous-led Engagement** – The success of an engagement process for First Nations, Métis communities and representative Indigenous organizations should always be led and advised by the Indigenous people themselves. The community engagement meetings and Indigenous Traditional Knowledge workshops should be led by skilled and knowledgeable Indigenous people.
- » **Diversity and Inclusion** – Trent University recognizes and is committed to building engagement processes that respect the diversity of all Indigenous nations within the project area including Michi Saagiig Anishinaabe and Métis communities, First Nations residents living both on and off-reserve, and respect for Indigenous students, faculty, and staff of other Indigenous nations.

- » **Anishinaabe Values** – All engagement activities will be guided by traditional Indigenous values including the Seven Grandfather Teachings of the Anishinaabe (Love, Respect, Bravery, Honesty, Humility, Truth, Wisdom).
- » **Co-Creation** – Trent University will endeavour to co-develop Indigenous engagement plans and activities with First Nations and Indigenous peoples themselves. Advice and co-creation can make use of existing and ongoing forums including the Michi Saagiig Consultation Officers and the Trent Elders and Traditional Knowledge Keepers Council.

Expanding the Conversation

Trent University has an opportunity to provide community leadership by engaging experts and thought leaders in forums and community events that can inform projects, advance knowledge, and contribute to the sharing of best practices. Examples of possible forum topics include regenerative farming practices, nature-inclusive design, low-impact development approaches, and post-carbon building technologies.





18.0

Stewardship of the UGN and Nature Areas

The Symons Campus lands are a precious asset the University seeks to steward, develop, and preserve in ways that support the long-term sustainability of Trent, our local, national, and international communities, and the environment around us. Trent recognizes its role as a steward of the land, and intrinsic to this, its responsibility to future generations.

Stewardship of the Symons Campus will be primarily achieved through the implementation of the University Green Network (UGN) and the Nature Areas Stewardship Plan. General guidance is provided below for the UGN with more detail for specific features or considerations that merit attention.

18.1 A Connected Natural Network

The University Green Network is a dynamic system that builds on policy and environmental study to create a robust and connected natural system on the Symons Campus. A number of sources contribute to understanding of the natural heritage features, including their connections and significance, on the Symons Campus. This information will continue to evolve, and as projects move forward, capturing and documenting current information and research must be a priority.

Policy and regulation: In accordance with the requirements of the Provincial Policy Statement, the City of Peterborough draft Official Plan identifies a Natural Heritage System. At the time of the TLNAP preparation, the 1981 Official Plan remains in-force and as such, is used as current policy guidance. The TLNAP has regard for the draft Official Plan, including the identification and policies pertaining to a Natural Heritage System, and includes flexibility to adapt to and address changes in policy throughout the life of the TLNAP.

The City's Natural Heritage System can be integrated into mapping and decision-making, as appropriate, through the Systems-Level Plan and will be addressed through site level plans and processes (e.g., Nature Area Management Plans, Environmental Impact Studies).

Systems-based planning: A systems-based approach should inform the planning and stewardship of the UGN. This approach will be guided by provincial guidance documents (existing and as may be updated or created in future) including, but not limited to the Natural Heritage Reference Manual (MNRF 2010), the Significant Wildlife Habitat Technical Guide for Ecoregion 6e (MNRF 2015) and the Significant Wildlife Habitat Mitigation Support Tool (MNRF 2014). Systems-based planning will also be informed by current best practices, available research and existing studies or initiatives as may be available (e.g., Kawarthas, Naturally Connected, 2012), as appropriate.

The significant role of wetlands: Wetlands are a prominent and important feature across the Symons Campus. Most of the wetlands present on campus are 'unevaluated', which means they have not yet been assessed to determine their significance.

The Ontario Wetland Evaluation System provides the provincial standard for assessing wetland significance and may be used to assess unevaluated wetlands on the Symons Campus. Wetland evaluations may be completed by the Ministry of Natural Resources and Forestry or by individuals certified to complete these evaluations. The Ministry is the administrator for Provincially Significant Wetlands. As such, evaluations are confirmed by the Ministry and upon confirmation of significance, will be recognized in provincial records and mapping available to the public.

It is recommended that Trent University treat all unevaluated wetlands as provincially significant until such time as they have been evaluated and a

determination made regarding their significance. It is anticipated that wetlands will be evaluated through environmental studies that are either prepared in support of Management Plans for the Nature Areas, or prepared to inform future planning on adjacent lands.

Development or site alteration proposed to occur within 120m of a Provincially Significant Wetland (PSW) will trigger site-specific assessment to determine potential risk of impact to the wetland and inform planning, design, and mitigation to protect its form and function. All wetlands, including non-provincially significant wetlands, are regulated by Otonabee Conservation under Ontario Regulation 167/06 *Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses*.

18.2 Developing a System-Level Plan

Implementation and stewardship of the University Green Network (UGN) will be guided through the System-Level Plan. Section 14.1 of the TLNAP provides general direction for the Systems-Level Plan and should be considered in conjunction with the information presented here. To support the preparation of the plan, general guidance has been provided through a preliminary Terms of Reference, which includes some key elements of the UGN (refer to Appendix A for more details).

The System-Level Plan will provide direction that considers existing form and function, and identifies opportunities that support the system through the three components of the UGN: Natural Features and Areas, Ecologically Supportive Features and Areas, and Hydrologically Supportive Features and Areas.

System connectivity should be a primary priority of the System-Level Plan. A robust natural system requires that plants, animals, and materials can move between features and more broadly across the landscape. Through the TLNAP, two approaches are proposed: creation of corridors, and wildlife road mitigation measures.

Wildlife Movement Corridors

Several corridors are proposed to be established on the Symons Campus to support and enhance connectivity across the University Green Network. These corridors are intended to be designed as areas of self-sustaining vegetation with some opportunities for other permeable landscape types permitted.

A minimum vegetated corridor width should be established to support a continuous connection between features. Corridor widths may be recommended through the System-Level Plan or through a targeted study, based on available funding and resources, and should address any specific needs (e.g., targeted study or assessment to identify target species), as appropriate.

To the extent feasible, Trent should seek to establish these corridors on the landscape outside of development processes; if possible, restoration work within corridors should be completed 1 year or more in advance of development activity to allow for the establishment and acclimatization of local species.

Some non-natural, permeable uses may be permitted in portions of the corridor. These may include items such as:

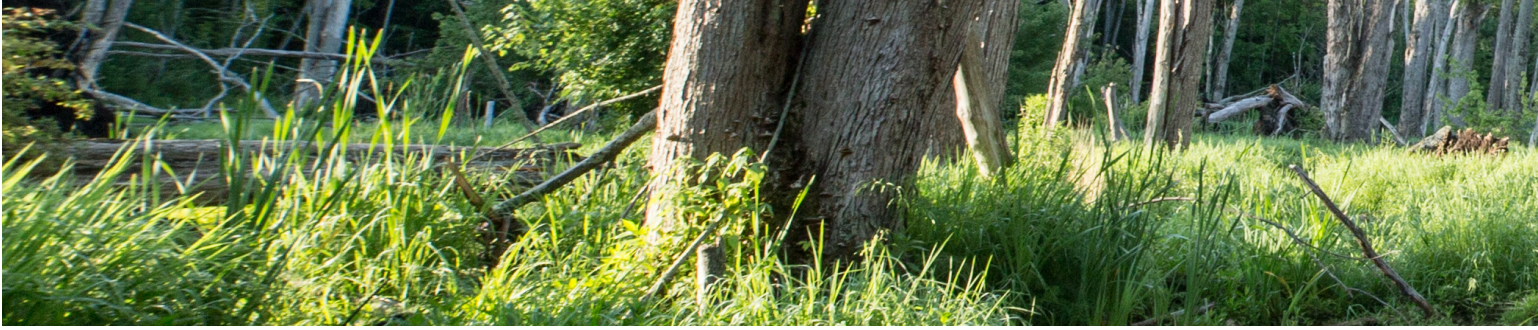
- » Naturalized gardens or landscaping which utilizes native species.
- » Small-scale, regenerative food production.
- » Swales or other naturally design stormwater facilities, as appropriate.
- » Depending on the proposed corridor width, a trail may be permitted to occur through an outer edge of the corridor. Trail design must not result in impact(s) to the function of the corridor (e.g., lighting impacts).

In considering these permeable uses, the following should be used as general guidance:

- » The function of the corridor is to be preserved.
- » They are not to extend across the width of the corridor.
- » They should not make up more than 30% of the entire corridor area.

Crossings of the corridor of infrastructure should be avoided. Where crossing(s) is required, efforts to minimize potential impacts are to be considered. This may include:

- » Minimized cross section(s) (e.g., narrowed road Right of Way).
- » Modified construction methods, materials or design (e.g., lighting).
- » Mitigation measures to maintain connectivity (e.g., culverts or crossing structures) or avoid impact (e.g., exclusion fencing at a road crossing).



Road Mitigation Measures for Wildlife

Areas of known or potential conflict between wildlife and roads (e.g., road mortality, movement) have been identified on the Framework Plan and UGN mapping in the TLNAP. Most of the road infrastructure on the Symons Campus is owned and maintained by the City of Peterborough. Trent will engage with the City on infrastructure projects and advocate for the implementation of wildlife mitigation measures.

Some opportunities may be identified outside of planned infrastructure projects (e.g., signage, reflectors, road paint, etc.).

Trent will work with the City to explore opportunities to improve connectivity across roads within the Symons Campus.

Developing Targets and Actions.

The Board of Governors has committed to maintain 60% of the Symons Campus as Nature Areas and green space. This is achieved through the TLNAP. The introduction of the UGN provides an opportunity to develop refined targets that reflect existing conditions and consider a suite of actions that will effectively contribute to Trent's goal of enhancing biodiversity on campus. Trent is committed to maintaining and striving for regenerative actions to support biodiversity across the Campus.

Through the preparation of the System-Level Plan, targets are to be developed which provide direction and assist that University in achieving a regenerative campus. Targets and actions for each element of the UGN should be established with a focus on maintaining, enhancing, and striving for a net benefit to support a resilient and sustainable environment. These targets and actions are to be informed by:

- » An analysis of the existing natural cover on the Symons Campus;
- » Relative representation of features on the Symons Campus within the context of the City of Peterborough and the Otonabee Watershed; and
- » Guidance documents, including *How Much Habitat is Enough* (ECCC 2013).

Targets and actions will be established for each component of the UGN. To ensure / support continuity from the TLNAP through to the preparation of targets, targets developed through the System-Level Plan should at a minimum consider the following:

Natural Features and Areas

- » Natural vegetation cover target(s) which support habitat diversity and assist in directing restoration and enhancement efforts, with focus on opportunities presented within the Nature Areas.



- » Target(s) that maintain or increase native biodiversity within the Nature Areas.
- » Target(s) that support protection and diversity of Species at Risk on the Symons Campus.

Ecologically Supportive Features and Areas

- » Target(s) that strive to increase native biodiversity on the Symons Campus.
- » Expand on guidance of the TLNAP for nature-inclusive design elements with target(s) for new initiatives and within the existing campus.
- » Target(s) that support the objectives of the TLNAP to increase exposure to Indigenous Traditional Knowledge and ways of knowing.
- » Target(s) that support system connectivity.

Hydrologically Supportive Features and Areas

- » Target(s) that focus on maintaining hydrologic functions important for ecological functions present on the campus. These may include consideration for permeable surfaces, low impact development and green infrastructure elements.

Opportunities to align targets and actions with the University's core mandate, engage students in stewardship and provide space to innovate, conduct research, and demonstrate leadership in the environment should be woven into the target(s) wherever possible.

Indigenous Traditional Knowledge & Cultural Sites

- » Indigenous Traditional Knowledge (ITK) holds an important place in environmental and ecological understanding and should be combined with western science to develop a holistic view of the natural system and its functions. The System-Level Plan should integrate:
- » Findings from the Archaeological Master Plan and a culturally-appropriate management approach in consultation with the Michi Saagiig Consultation Officers and Trent Elders and Traditional Knowledge Keepers Council;
- » Updates to baseline ITK data, as needed, to keep information current (to be determined by Trent University and advised by the Trent Elders and Traditional Knowledge Keepers Council); and
- » The preparation of an ITK action plan that identifies actions that may benefit the land, water, flora, and fauna.

Nature-inclusive design components may include green roofs, green walls, pollinator gardens, vegetable gardens, pocket forests, medicine gardens, bird feeders/houses, etc.

18.3 Developing Nature Area Management Plans

The Trent Nature Areas are a vital part of the University's commitment to preserving and honouring the natural world and represent a major component of the UGN. The Nature Areas Stewardship Plan (Part III of the TLNAP) provides guidance for the stewardship of the 11 Nature Areas by presenting an updated vision, goals and management categories.

Implementation of the Nature Areas Stewardship Plan will be achieved through Nature Area Management Plans, prepared for each Nature Area. A Nature Area Management Plan may include multiple Nature Areas where there is a function (e.g., ecological) connection and management would be best achieved by considering them together. To support preparation of these plans, a preliminary Terms of Reference is provided in Appendix B.

Where possible, the Nature Area Management Plans will be informed by the System-Level Plan. These plans represent the primary implementation tool for management/stewardship of the Nature Areas. The Nature Area Management Plan will provide direction on how the Nature Area will protect and/or conserve important natural heritage and cultural features, support research and education opportunities, and sustain recreation through the application of the framework described in the Nature Areas Stewardship Plan (Part III of the TLNAP).

The Nature Area Management Plans will integrate Indigenous Traditional Knowledge (ITK), combined with western science, to develop a holistic view of the natural system and its functions. The Nature Area Management Plan should integrate:

- » The preparation of site-specific ITK studies that assess the impacts of the management plan on the ITK values and cultural assets of a Nature Area;

- » Updates to baseline ITK data, as needed to keep information current (to be determined by Trent University and advised by the Trent Elders and Traditional Knowledge Keepers Council);
- » The preparation of an ITK action plan that identifies actions that may benefit the land, water, flora, and fauna.

18.4 Guidance for Modifying the Trent Nature Area Boundaries

The extensive engagement and study conducted as part of the TLNAP was designed to consider a large body of available information to update the Nature Area boundaries. However, it is possible that at a detailed project level, new information may emerge that affects boundaries such as:

Infrastructure Needs

There may be situations where infrastructure needs cannot be avoided and will impact a Nature Area. Decisions regarding the need for and alignment of infrastructure (e.g., roads, hydro, underground servicing) may be informed or determined by:

- » Environmental Assessment(s) that consider alternatives and are evaluated across a range of factors (e.g., environmental, social, fiscal); and/or
- » Siting and design limitations (e.g., safe separation distances for intersections).

Significant features and the Nature Areas are to be avoided where possible. Opportunities for avoidance will be considered through the planning and design. It is acknowledged however, that there is potential for some unanticipated impacts to occur. The mitigation hierarchy (Section 19.6) shall be employed to support planning and design, and inform needs to compensation or other measures, as appropriate.

Changes Driven by Feature or Function

Additions or in some limited cases, removal of portions of the Nature Areas may be driven by new information on features and functions.

Features and areas that may be considered for expansion of a Nature Area include:

- » A confirmed significant feature in accordance with policy or legislation. For example: Ministry of Environment, Conservation and Parks confirmed habitat for Species at Risk protected under the Endangered Species Act that is contiguous to a current Nature Area.
- » Unique or exemplar landforms that are not represented within the Nature Areas at the time of proposal and warrant extension of an existing Nature Area to include.
- » Planned opportunities to create habitat through restoration and enhancement areas approved and completed by the University that occur adjacent to and were implemented with the purpose of extending an existing Nature Area.
- » Cultural areas of importance to the University or the Michi Saagiig that are considered compatible with and would be well served through inclusion within the Nature Area(s) to ensure their long-term protection.

It is important to note that features, areas, and functions do and will continue to exist within and outside of the Nature Areas. All features, areas, and function will be treated in accordance with applicable legislation, policy and regulation to ensure good land planning and stewardship practices. The list above provides general guidance, but is not exhaustive and cannot presume all potential conditions that may occur.

Generally, boundary changes that reduce the Nature Areas on the Symons Campus will not be supported where they are not driven by infrastructure requirements.

Roles and Responsibilities

A number of administrative bodies will be involved to varying degrees in the review and approval of any boundary modifications to the Trent Nature Areas, including the:

Board of Governors: Trent's Board of Governors is the approval authority that will make the ultimate decisions with respect to changes to the Nature Area boundaries.

Finance and Property Committee: It is the responsibility of the Finance and Property Committee to review and recommend changes to the Board of Governors for approval.

Nature Areas Stewardship Advisory Committee: As an advisory committee with members knowledgeable in ecology and natural heritage, the Nature Areas Stewardship Advisory Committee serves as an important resource to Senior Administration for reviewing proposed changes to boundaries of the Nature Areas. Where relevant, proposals for boundary revisions should be brought to the committee for input and advice.



19.0

Campus Planning

The Trent Lands and Nature Areas Plan should guide all campus planning activities, and be returned to at each milestone so that it can effectively influence each respective stage, including: site selection, early investigation, design development, and construction management.

To incorporate the TLNAP in future processes, the Trent Lands Committee should review the development plan with consideration for planning approval processes, engaging and monitoring consultants, liaising with regulatory agencies, and reviewing compliance with the vision, guiding principles, and guidelines established in the TLNAP.

19.1 The Development Process

A transparent process and regular points of communication will demonstrate how the project conforms to the vision and guiding principles of the Plan, or provides clear rationale for any variation from it.

Project proposals should respond to the following questions:

- » How does the project fulfill or exceed the four guiding principles?

- » Does the project strive to achieve regenerative design, consistent with the TLNAP guidelines?
- » Is there a realistic and achievable plan to avoid or minimize impact to natural heritage, and achieve a net gain to the ecosystem?
- » Have key groups been engaged, including where relevant, the campus, City of Peterborough, Otonabee Conservation, Peterborough County, the surrounding townships, and the Michi Saagiig First Nations?
- » Does the development proposal comply with municipal plans and regulations? If not, what is required to ensure full compliance?
- » Have collaborative partnerships been explored to enhance implementation and mutual benefit?

The campus development process is generally characterized by the following key project phases. Table 6 provides a summary that includes a general overview of the typical roles of various partners and key points of engagement with campus and community groups.



University-Led

Phase 1: Site Selection

- » Refer to the TLNAP, Natural Heritage Report, and Campus Master Archaeological Study to identify appropriate sites for new programs and initiatives. Consider proximity to the Campus Core (where relevant), access to servicing and existing infrastructure, and avoidance of natural features and areas.

Phase 2: Preliminary Study and Visioning

- » Identify existing conditions on the land through early environmental study and ITK, secondary data sources including student and faculty research, and engagement with Otonabee Conservation, that will inform the site design to avoid natural features and areas to the degree possible.
- » Identify key priorities for the project, including a site program and vision that contributes to the University's academic mission and priorities, engages or supports the local community, and provides opportunities for restoration and enhancement to the environment that achieve a net benefit.
- » Engage campus, community and Michi Saagiig First Nations to contribute insight, interests and ideas to land studies and visioning.
- » Engage with advisory committees, as needed, to incorporate additional perspectives.

Phase 3: Secure Implementation Partners

- » Design and implement processes to attract, evaluate, and develop agreements with firms to finance and build in accordance with the TLNAP.

Partner-Led in Partnership with Trent

Phase 4: Project Development

- » Consult with approval agencies as required, including a pre-application consultation meeting with the City of Peterborough, regulatory authorities to identify a comprehensive list of required studies.
- » Secure consultant services needed for environmental studies, urban design, engineering, and development approvals.
- » Review project to ensure alignment with the TLNAP vision, guiding principles, and design guidelines, as well as against other Institutional mandates, as relevant.
- » Engage with Trent community members, to share an early vision, priorities, and precedents for the proposed project, including ongoing engagement with the Michi Saagiig Consultation Officers
- » Through an iterative design process that includes integration of public feedback and technical findings, conducts analyses and studies to achieve the key priorities of the project.
- » Prepare site-specific ITK studies to assess the impact of the application on the ITK values of the site.
- » Prepare a first submission for agency review.

Phase 5: Preliminary Agency Review and Approvals

- » The application is reviewed by approval agencies for completeness and compliance with the relevant legislation and regulation.

Phase 6: Project Refinement

- » Update and complete studies and surveys based on agency comment.
- » Engage with the campus and public to provide an update on changes to the project.
- » Resubmit application for agency review.
- » Repeat Phase 6 as needed to address agency comments.

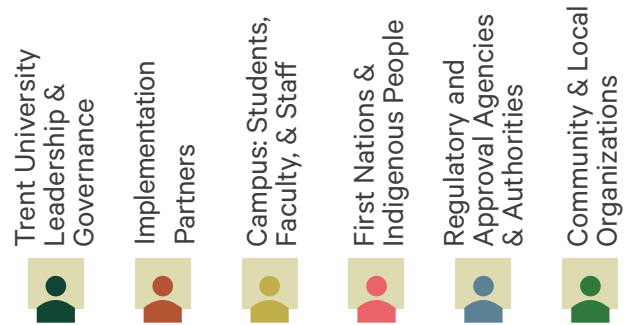
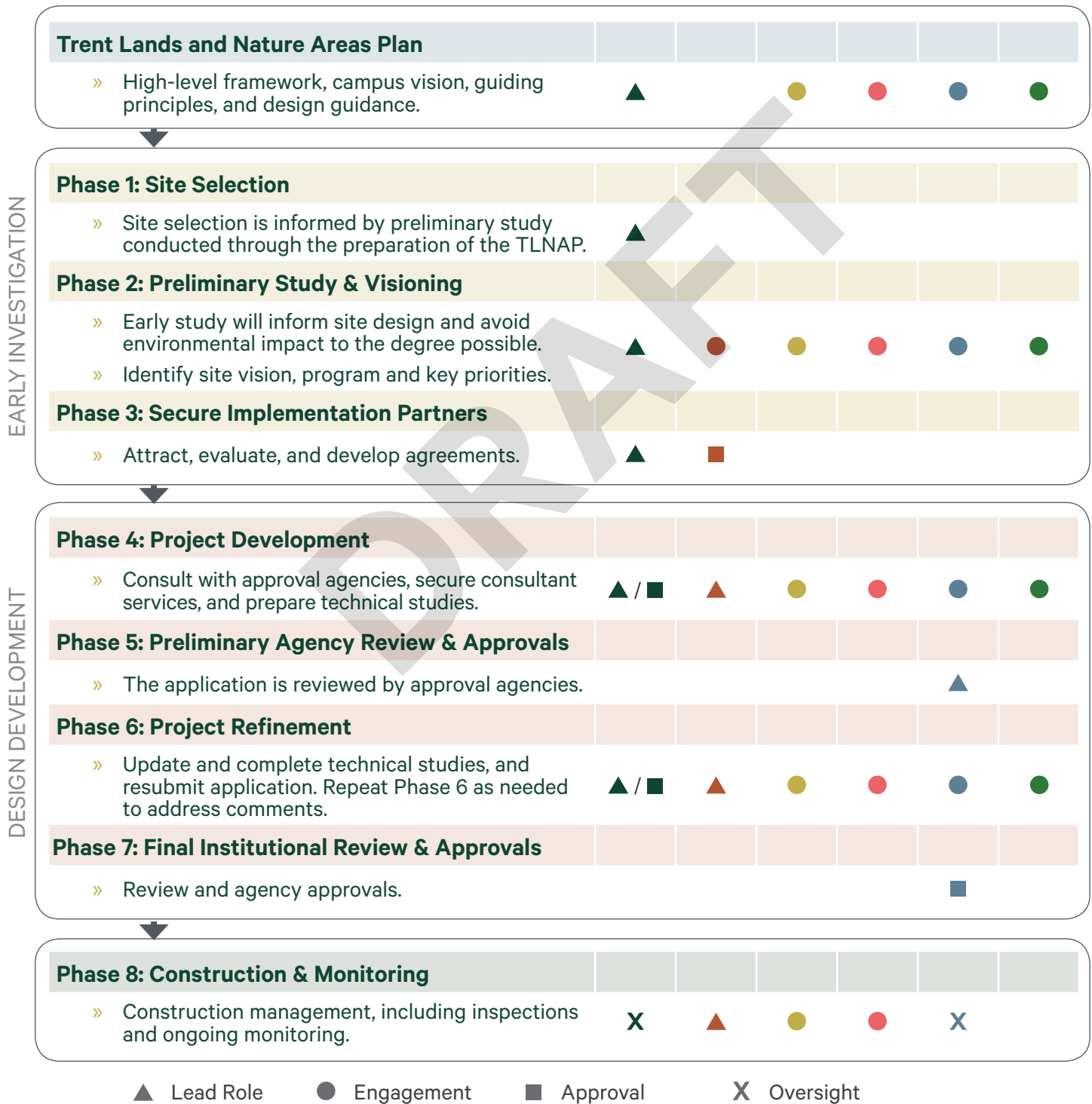
Phase 7: Final Institutional Review and Approvals

- » Review Agency Approvals.

Partner-Led + University Oversight

Phase 8: Construction and Monitoring

- » Inspections during several stages of construction to occupancy and completion.
- » Ongoing monitoring to ensure net benefit on environment and the success of environmental features and actions.
- » Provide regular updates to key groups on progress and any changes required through construction.

**Table 6:** Campus Development Process

19.2 Project Coordination

Coordination of ongoing and planned initiatives is critical to successful implementation. The Symons Campus lands overlap and are adjacent to numerous jurisdictional authorities and landowners such as the City of Peterborough, the County of Peterborough and the Townships of Selwyn and Douro-Dummer, the Ministry of Transportation, Hydro One, and Parks Canada. The implementation of the TLNAP and any new project will include coordination with adjacent property owners, adjacent townships, and consultation between various key players and institutional partners, as needed.

The City of Peterborough is the authority that reviews and approves required development applications, such as amendments to the official plan and zoning, plans of subdivision or condominium, site planning applications (including review of technical studies against Provincial regulations), building permits, and more.

The County of Peterborough and Surrounding Townships, specifically the Townships of Douro-Dummer and Selwyn, which share the University's northern and eastern boundaries, should be engaged through the University's land planning exercises. The County and adjacent townships are commenting agencies on development applications located on lands abutting their municipal boundaries. Effective engagement will require collaboration and coordination of the delivery and management of infrastructure and conservation of natural heritage features that cross jurisdictional boundaries.



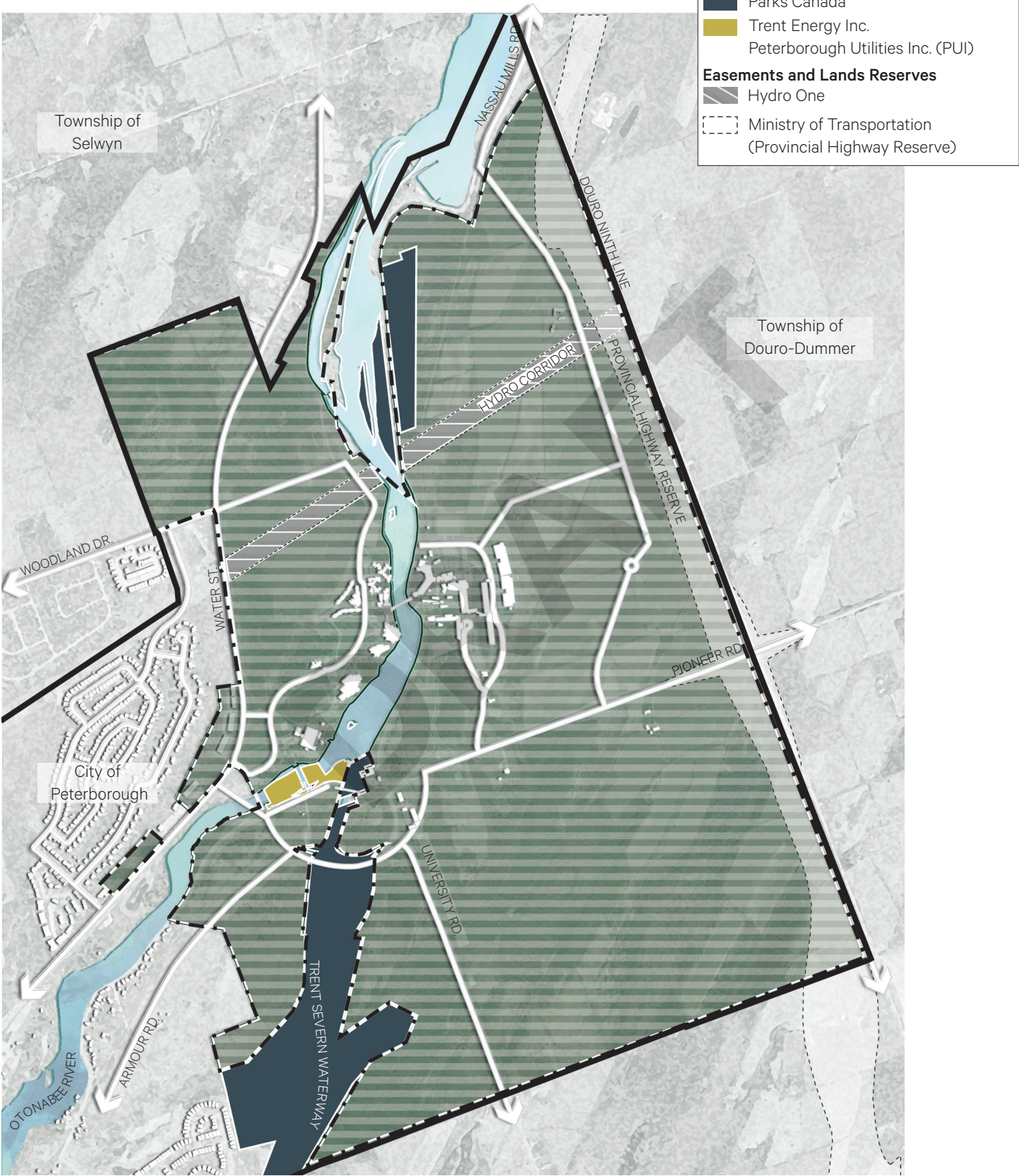
Parks Canada is a federal agency that seeks to protect and promote national parks and cultural heritage and manages the Trent-Severn Waterway, a National History Site. Parks Canada owns land adjacent to the Otonabee River and Trent Severn Waterway, including the lockstations and associated adjacent lands. Coordination with Parks Canada will be required to ensure continued access to locks for maintenance, and to establish a connected regional trail system that integrates the Symons Campus.

Hydro One has control rights over the lands within the transmission corridor on the Symons Campus. This corridor contributes to Hydro One's ability to deliver safe, reliable, and affordable electricity throughout the Province. Hydro One has the primary right to use the corridor lands for transmission and distribution purposes and hold a statutory easement under the Reliable Energy Consumer Protection Act. Hydro One offers a Provincial Secondary Land Use Program, which permits public use of the corridor in a manner that does not restrict the continued operation and maintenance of the Hydro Corridor. The proposed meadow-way in the TLNAP is a compatible use, identified in Hydro One's Provincial Secondary Land Use Program, and will require consultation with and approval from Hydro One.

Ministry of Transportation Ontario (MTO) is a Provincial ministry responsible for moving people and goods safely, efficiently, and sustainably. The Ministry of Transportation has placed a reserve on the Symons Campus lands, along 9th Line, for the future expansion of Hwy 115 along the 9th Line. Unless the reserve is removed by the Ministry, Trent University is limited in the use of these corridor lands. Proposals or construction on or near a provincial highway or reserve are reviewed by the Ministry may need a permit to ensure they follow the policy rules and guidelines of the Public Transportation and Highway Improvement Act. The removal or realignment of the highway reserve would trigger an update to the TLNAP.

Trent Energy Inc. (under the Peterborough Utilities Inc. umbrella) worked together with Trent University in 2012 to redevelop the Stanley Adamson Powerhouse. This partnership has secured a renewable source of electricity for the University, as well as a long-term revenue stream. Trent Energy Inc. assumes day-to-day management of the historic powerhouse.

Figure 36: Property Ownership and Easements



19.3 Unfolding a Long-Term Vision

The TLNAP sets out a long-term framework for the University to reference as it seeks to meet its student, academic, environmental, fiscal and community responsibilities. The evolution of the Symons campus will be phased over decades, and the timing of specific initiatives is subject to access to servicing and infrastructure; opportunities for partnerships and funding; achieving environmental stewardship objectives and net benefit; and market feasibility.

Campus initiatives may include development within the University Districts or retrofit and infill opportunities within the Campus Core.

Planned, Active University Initiatives:

» Cleantech Commons

Trent University has set aside 85 acres (34 hectares) of land for Cleantech Commons, to enable sufficient potential for this long-term vision to be realized in partnership with the City of Peterborough. All studies have been completed, and servicing to the first 25 acres (phase 1) is almost complete.

» The Seniors Village

A university-integrated seniors community anchored by a long-term care home, retirement homes, and potential student housing will build Trent's global reputation as an age-friendly university and as an academic leader in interdisciplinary aging studies and research, provide experiential learning for students, and address critical housing challenges.

An application for a license to build and operate a long-term care home has been submitted by an experienced operator. Detailed natural heritage studies have commenced, engagement with First Nations is underway, and visioning for the Village will be initiated to shape the site plan and programming.

» Student Housing

Trent has developed a housing strategy to meet growing residence demand, enhance the student experience, and respond to housing pressures in the Peterborough community. The first phase of the plan for the Symons campus includes a proposal for building a new 400-bed college. A second phase of the project would include a 150-bed addition to an existing college on the Symons Campus as well as the renovation of residence spaces at Otonabee College. Community engagement on the plan took place in 2019. The call for financial and development partners has been temporarily put on hold due to the pandemic.

» Relocation of Trent Farm

With approval of the TLNAP, the School of the Environment will develop a transition plan for the relocation of the Trent Farm. This plan will include a review of the lands and plans to accommodate existing natural and cultural features (e.g. hedgerows and stone fencing), timeline for soil cultivation and moving of farm assets, plans for mitigating and monitoring impacts to the adjacent PSW, and applications for funding to develop associated infrastructure (e.g. servicing to the site, outdoor pavilion and kitchen, sheds etc).

- » Discussions are to continue with Student Growers in regard to the long-term vision and location for the Trent Vegetable Garden, Market Garden, and Apiary, concurrent with the planning for the Trent Farm relocation.

Future University Initiatives:

» Serviceable Land

With access to servicing and existing infrastructure, the parcels along Water Street and the Peninsula Lands present the potential for development in the mid-term.

» Long Term Phasing

The majority of the East Bank Lands fall outside of the current servicing limits of the Symons Campus and their development is currently cost-prohibitive. They have been identified to further the University's academic mission and address the needs of the campus and community long into the future.



19.4 Environmental Study During the Development Process

A range of technical studies may be required to assess existing conditions, identify constraints and opportunities, and inform site design, mitigation, and potential monitoring requirements. Coordination with approval agencies will assist in identifying and scoping study requirements. Potential studies that are based on type of assessment are briefly outlined below. Determination of which technical aspects require consideration will be based on the features and conditions present on the site.

Natural Heritage Assessment documents terrestrial and, where applicable, aquatic features and functions. In-field survey requirements will be informed by site conditions and preliminary screening assessments. Preliminary assessments are used to identify potential targeted survey requirements, such as for some Species at Risk not readily captured through standard survey methods. Surveys will include some combination of the following: vegetation communities (i.e. Ecological Land Classification), botanical inventory (typically multi-season), birds, amphibians, mammals, reptiles, fish community and/or fish habitat, targeted surveys for Species at Risk. Habitat assessment(s) paired with survey results are used to assess feature and function sensitivities and significance (e.g., Significant Wildlife Habitat, Ontario Wetland Evaluations).

- » **When Might This Study Be Used?** To support land-based planning such as site selection for an initiative like the Seniors Village, or preparation of a Nature Area Management Plan.

Environmental Impact Study inventory consistent with a Natural Heritage Assessment, but extends to include an assessment of potential impacts associated with a proposed site alteration or development, recommend mitigation efforts, compensation, etc. An environmental impact study draws on information from a range of studies to establish a multi-disciplinary perspective on impacts.

- » **When Might This Study Be Used?** Completed when a site alteration or development moves forward to design stages, and is often required by approval agencies.

Hydrogeologic Study assesses existing conditions related to groundwater, water balance, and may include specialized tasks such as wetland water balance(s). May be completed to assess existing conditions or extend to consider impacts, mitigation, compensation, etc.

- » **When Might This Study Be Used?** Completed to inform land-based planning or when a site alteration or development moves forward to design stages.

Geomorphology or Landform Assessment – headwater drainage features (may be addressed through an environmental impact study or hydrogeological study), erosion, landform assessment (valleyland, glacial landforms). This assessment may be completed to assess existing conditions or extend to consider impacts, mitigation, compensation, etc.

- » **When Might This Study Be Used?** Completed to inform land-based planning or when a site alteration or development moves forward to design stages.

19.5 Recommended Studies

There are a number of studies that may contribute to the holistic advancement of the long-term vision and initiatives of the TLNAP, and could be considered by Trent

Specialized Framework Planning

- » **Facilities Master Plan** initiates a review of the University's facilities from the perspective of its current state and utilization of space. The Master Plan identifies long-term opportunities to support expansion of teaching and research facilities, and supportive study and leisure spaces.

The Facilities Master Plan provides future direction for Trent's land base and research infrastructure to build exceptional relationships with affiliated research institutes and levels of government. This mandate will be supported through opportunities to promote synergistic and innovative relationships on-campus, complemented by a range of student life facilities and housing to ensure the needs of the Trent community.

- » **Transportation Study / Master Plan** assesses existing circulation patterns, and provides recommendations that integrate considerations for multi-modal forms of travel, sustainability, active transportation, complete streets, accessibility, travel demand management, and parking demand management. This study will consult with the Province's policy documents including the Provincial Policy Statements and the Ontario Traffic Manual (e.g., Book 15 – Pedestrian Crossing Facilities and Book 18 – Cycling Facilities), and the City of Peterborough's policies and design guidance. The Transportation study will inform detailed design concepts, subject to approval by the City, requiring Site Plan Approval, as applicable.

- » **Trails Master Plan** provides an inventory of existing conditions, usage, and recommends a network of candidate routes and types, trail planning and design guidelines, and a phasing plan. The Master Plan should be prepared in the context of the Nature Areas Stewardship Plan (and should be informed by the System-Level and Nature Area Management Plan(s), where available), and should aid in managing trail use and safety, ensuring application of best practices in providing connections to key destinations, closing network gaps, and serving a wide range of users. Elements that pertain to the City of Peterborough, Peterborough County, and Parks Canada will be coordinated, as required. The Trails Master Plan may be integrated as part of a larger, comprehensive the Transportation Study.

- » **Landscape Master Plan** provides guidance with respect to the use and programming of primary campus green spaces. The Master Plan should consider biodiversity targets, nature-inclusive design concepts, recreational needs and requirements, land-based and Indigenous learning, and vegetation management across the campus, including areas both inside and outside of the University Green Network.

19.6 The Mitigation Hierarchy

Trent will take guidance from the mitigation hierarchy during land planning and development. The mitigation hierarchy is a sequential approach to avoid and minimize impacts to the natural environment, to the extent possible, and then address those impacts that could not be avoided through mechanisms such as restoration, compensation when appropriate.

19.6.1 Sequential Steps of the Mitigation Hierarchy

1. Avoid – Avoid creating the impact where feasible. Avoidance of impacts can be achieved through multiple project stages: site selection/planning, design, and operation. A broad range of potential impacts should be considered through these stages to inform opportunities to avoid impacts to key functions (e.g., biodiversity, water quality, water quantity).

» **Examples:** early assessment of natural heritage features through an environmental impact study to inform constraints.

2. Minimize and Mitigate – Where impacts cannot be reasonably avoided, measures should be taken to reduce the intensity, duration, and/or extent of anticipated impacts. Minimization and mitigation may effectively eliminate some negative impacts.

» **Examples:** bird friendly design guidelines, dark-sky lighting, buffers, permeable pavements, etc.

3. Restore / Rehabilitate – Used to offset anticipated or address existing impacts. Can be used to improve upon an existing condition where an area has previously been exposed to impacts. This may include impacts associated with an active project, or older impacts the effects of which are still impacting form or function of an area. Restoration focuses on returning an area to a higher level of ecological form and function; rehabilitation is used to establish basic functions with a specific objective.

» **Examples:** Restoration of an invasive-dense, low diversity successional habitat to a diverse open meadow or grassland habitat; or rehabilitation of shoreline areas to address erosion and sedimentation issues.

4. Replicate / Compensate – Compensation is used to address residual impacts after avoidance and minimization and, if applicable, restoration / rehabilitation are employed. It is recognized that some residual impacts may occur and, in some cases, impacts to features and functions cannot be reasonably or fully addressed through other means. Compensation provides a means to offset these residual effects. Compensation can include ‘like-for-like’ replication of a feature or compensation through providing an alternative feature type.

» **Examples:** replication of a small meadow-marsh community, or creation of open country habitat as compensation for removal of a thicket.

The mitigation hierarchy places the greatest emphasis on avoidance, followed by minimizing / mitigating of impacts. This order places weight on early stages and decision-making (planning and design) as key mechanisms to address potential impacts associated with development. Section 19.1 provides direction on the land use planning process and how this early support for the mitigation hierarchy will be implemented.

Impacts cannot always be reasonably avoided, and the mitigation hierarchy provides direction for addressing these residual impacts through restoration / rehabilitation and replication / compensation opportunities. These mechanisms provide an opportunity to offset impacts through actions and where possible should strive to achieve a net benefit or regenerative outcome. Where impacts warrant planning for restoration / rehabilitation and/or replication / compensation, a 'Compensation Plan' may be developed. Compensation planning should consider the habitats present within and adjacent to the area of impact, and opportunities to improve existing degraded features or create a net benefit through habitat planning and management. Examples include habitat diversification through creation of habitat that is locally underrepresented, creating habitat enhancements to increase function (e.g. improving connectivity), or restoring areas of poor or degraded condition (e.g., large invasive species component) with habitat containing a diverse range of native species. These outcomes can address anticipated impacts and also provide a net benefit to the system by planning for and considering system level opportunities (e.g., using direction from the System-Level Plan). In achieving these outcomes, Compensation Plans may include elements from both restoration / rehabilitation and replication / compensation.

19.6.2 Mitigation Hierarchy in the Decision-Making Process

Decision-making for the Trent planning process, including application of the mitigation hierarchy, must be considered in light of the four guiding principles of:

- » Learning and Discovery
- » Environmental Resilience and Integrity
- » Economic Resilience, Leadership, and Innovation
- » Social Resilience, Community, and Inclusivity

Many decisions that benefit one pillar have the potential to impact or influence another. Good decision-making will consider the opportunities and consequences for each and strive to achieve a healthy (environment and human), vibrant, supportive, and economically viable Trent.

In making decisions with respect to design and mitigation, the following should be considered:

- » Is the proposed mitigation feasible / possible?
 - There may be constraints or limitations through other factors which preclude mitigation measures. For example, meeting road safety design requirements for minimum separation distances between intersections.
- » Is the proposed mitigation achievable?
 - The proposed mitigation must be implementable to support success.
 - Site conditions and/or the proposed development must be appropriate for the proposed mitigation.
 - Are the requirements for a proposed mitigation measure realistic? For example, long-term maintenance requirements must be factored into design and cost planning and decision-making.
- » Is the proposed mitigation reasonable?
 - This considers impacts to the form and function of a proposed development or design, financial costs (short and long-term), etc.

19.6.3 Ecological Buffers as Part of the Mitigation Strategy

Ecological buffers (buffers) are an important component of a mitigation strategy where development is proposed adjacent to sensitive or significant feature(s). While an important tool, buffers should not take precedence over siting and design as mitigation tools. The best approach is to apply multiple layers of mitigation that reduce reliance on buffers as the primary means of addressing potential impacts. The focus of this approach is on weaving mitigation, net benefit and regenerative opportunities throughout the land planning and design process. The TLNAP applies these concepts by introducing guidelines for regenerative and nature-inclusive design to the Trent land planning process (refer to Section 7.0)

Buffers and the Mitigation Hierarchy

Buffers may support multiple parts of the mitigation hierarchy:

- » **Avoid** – through proper design, buffers may effectively avoid some types of potential impacts from occurring (e.g., sedimentation)
- » **Minimize** – buffers very strongly support minimization of potential impacts of multiple types (e.g., edge effects, hydrologic, noise, light)
- » **Restore** – where existing edges of habitats may have experienced degradation (e.g., dumping along a wetland edge), buffers can provide an opportunity to address these impacts.

- » **Compensate** – buffers are generally not an acceptable method of compensation. Their primary function is to reduce or avoid impacts associated with adjacent development. In some circumstances, buffers can provide some compensatory opportunities. As an example: small cultural meadow areas removed could have their function replicated or compensated through establishment of healthy ecological buffers.

Beyond mitigation to achieve a 'no negative impact' outcome, buffers can provide opportunities to achieve a net benefit or regenerative opportunities. This may include:

- » Net increase in an under-represented habitat type(s)
- » Introducing foraging habitat currently lacking adjacent to features
- » Habitat enhancements (e.g., nesting structures, hibernacula)
- » Increasing overall size of a habitat complexes (collection of features)
- » Increased habitat complexity

Planning and design of ecological buffers should consider the suite of mitigation measures being proposed as well as site design and site-specific conditions.

19.6.4 Considerations for Restoration / Rehabilitation, Replication, and Compensation

While avoidance and minimization of impacts are to be prioritized, there will be instances where features will be impacted by proposals within the Symons Campus. Where appropriate, one or a combination of restoration, replication and/or compensation may be used to address these impacts. In some cases, replication or compensation may be a preferred outcome where it provides a net benefit or regenerative outcome for the University Green Network.

Restoration / Rehabilitation, Replication and/or compensation may be considered on a site-by-site basis and will be discussed in consultation with relevant agencies, as appropriate (e.g., City of Peterborough, Otonabee Conservation). Replication or compensation may not be required in all cases where impacts are identified (e.g., the removal of a small cultural meadow).

Restoration / Rehabilitation

Impacts to a feature or system may be offset through restoration / rehabilitation. Where possible, restoration / rehabilitation should offset impacts to a similar habitat or function(s), however alternative opportunities may be considered where there is a clear benefit identified and it supports the goals and objectives of the University Green Network (e.g., a net benefit or regenerative outcome for the system aligned with recommendations of the System-Level Plan).

Replication

Replication is a form of compensation where no negative impact is achieved by recreating the same feature type and/or function as is being impacted in a

different location and there is no lag in habitat presence or function on the landscape.

There is a strong preference for replication to occur in close proximity to the feature / function to be removed to support creation of comparable conditions. Timing and phasing of feature replication and impact to the existing feature must be coordinated such that the feature type and/or function(s) are maintained on the landscape. Additional discussion is provided on timing considerations in Section 19.6.5.

Compensation

Compensation is a means of offsetting impacts through creating new natural features or functions on the landscape. Compensation can include like-for-like replacements (e.g., meadow for meadow) where the same feature type is the objective, or creation of a different feature type as compensation for impacts.

To the extent feasible, preference is given to compensation activities being implemented in locations that provide the largest benefit to the system. This may favor on-site compensation, or off-site, but within the Symons Campus, in a location where long-term benefits will be best achieved.

Timing and phasing of compensation activities relative to the proposed impact should be considered. To the extent possible, compensation / offsetting areas should be established early in the construction process to reduce effects of lag between implementation and reaching full function. Additional discussion is provided on timing considerations in Section 19.6.5.

19.6.5 Timing and Order of Work(s)

Timing and order of works are important considerations for development planning. Both may be used to implement different mitigation measures and ultimately support achievement of 'no negative impact'. Several key aspects are briefly outlined below.

During Construction Mitigation Measures

Many during-construction mitigation measures are intended to prevent and/or minimize impacts associated with these activities. Installation or preparation of protection and other mitigation measures for retained features or as a means of preventing specific activities prior is to be completed prior to the commencement of works which may result in the impact(s). Examples include: sediment and erosion control fence, settling tanks (for sediment), filter bags, tree protection fencing, exclusion fencing.

Timing Windows

Timing windows are a specific form of activity-mitigation. Time of year an activity is undertaken can substantially change the potential to impact a species, species group or feature. Timing windows are a commonly used mitigation measure to facilitate impact avoidance or minimization and inform when an activity should occur. Timing windows may be used for a range of species groups including birds, amphibians, reptiles, bats, fish.

Timing windows may apply to a range of activities including vegetation or tree removal, material salvage (e.g., seed bank / topsoil salvage for use in restoration), animal capture and transfer to replicated habitats (e.g., amphibians), etc.

Application and adherence to timing windows may be stipulated through permits and authorizations (e.g., for fish), used to facilitate compliance with legislation (e.g., Migratory Birds Conventions Act), or employed as best practice.

Managing Feature Replication(s)

The intent of feature replication is to maintain the feature type and function(s) on the landscape without a gap or lag between removal of the existing feature and establishment of the replicated feature(s). Consideration should be given to the order or phasing of works to achieve this. Generally, this may include establishing the replicated feature in advance of removal of the existing, assessment of function of the replicated feature prior to removal of the existing feature. Additional considerations may include plant or seedbank salvage and timing for these activities

Managing Feature Compensation and Restoration

To the extent feasible restoration activities and implementation of compensation areas should occur in advance of removal of the feature(s) to be impacted. This approach adds the function(s) to the system prior to an impact occurring. Once established, restored sites (including compensation areas) should be protected from development through installation of mitigation measures if / as required (e.g., sediment and erosion control fencing). Phasing of work should be such that impacts to restoration or compensation areas do not occur after they have been implemented.





20.0

Monitoring the Plan

This section describes how the Trent Lands and Nature Areas Plan should be monitored to ensure it remains relevant and responds to emerging University needs while understanding the full scope of its social, environmental, and economic impact on the lands. A clear process for monitoring the Plan against campus planning outcomes will maintain the TLNAP as a living document, adapting to emerging and changing needs and academic and research directions.

As strategic initiatives move forward, the effectiveness of the Plan and its impacts will be monitored with opportunities for revisions to meet the challenges of the day, from playing a significant role in the regional, provincial, and national economic recovery in a post-pandemic world, to being leaders in the fight against climate change, and disseminating knowledge and research that contribute to change in how we manage the environment and reduce our ecological footprint.

20.1 Reporting Process

The University can monitor the success of the TLNAP through an assessment of its effectiveness in the planning process as well as its relevance and responsiveness to evolving University priorities. This could be measured through the use of Key Performance Indicators to be reviewed by the Trent Lands Committee for infrastructure and development initiatives, and by the Finance and Property Committee for the UGN and Nature Areas.



20.2 Understanding our Impact

The TLNAP sets out a number of ambitious goals that must be actioned to achieve a thriving campus and environment that embodies the Symons Campus vision of an inspiring, sustainable and complete community. To keep this vision and the guiding principles of the Plan at the forefront, Key Performance Indicators may be applied and reviewed through the monitoring process, including:

- » **Experiential Learning** – Trent is committed to a hands-on learning model and will seek opportunities to expand the number and type of student experiential learning placements available through all aspects of the Plan's implementation, including co-op placements, land stewardship, and regenerative farming; through monitoring, research, employment, and implementation.
- » **Wetland Monitoring** – Trent is committed to protecting wetlands through a layered approach that includes effective site design, buffering between development and existing natural features, and construction management and monitoring. Wetland monitoring provides an opportunity to flag potential concerns arising during construction for quick action to ensure minimal to no impact on adjacent wetlands, and for responding to changes observed over time due to changing patterns of use of the campus and surrounding lands.
- » **Biodiversity and Monitoring of Indicator Species** – A primary objective of the TLNAP is to preserve and enhance biodiversity on Campus. This is an opportunity for student engagement to collect data on the health of indicator species to ensure the Plan's implementation is continuing to have a positive net benefit on the biodiversity of the Trent lands.
- » **Food Security** – Productive landscapes are encouraged to promote food security and biodiversity across the Campus lands. Trent may wish to establish monitoring techniques to understand the impact of these spaces on students, staff, faculty and the surrounding communities.



- » **Growth of the Trent Lands Endowment** – A key goal of the TLNAP is to generate a sustainable revenue stream for long term financial security of the University. Achieving growth of the endowment from land lease revenue will indicate progress on this goal, as well as reporting on the use of the income from the endowment to advance strategic University initiatives.
- » **Housing Availability and Affordability Targets** – The Plan focuses on housing for the student community, for seniors through the Seniors Village University District, and in the longer term, mixed residential communities to serve multiple groups. There is an opportunity to maximize existing infrastructure and introduce new housing that will contribute to the City of Peterborough's efforts to offset the current housing shortage. City of Peterborough and United Way Housing Reports will monitor the effectiveness of new housing in mitigating these shortages, along with Trent's ability to meet the demand for on-campus residence spaces.
- » **Climate Change Understanding** – that construction is a factor in climate change, the plan seeks to implement a net benefit, landscape-led, and systems-based approach to development. This will maintain ecological functions, sustain ecosystem services, support biodiversity and mitigate climate change. Trent will seek to maintain substantial permeable land cover, minimizing erosion and the effects of flooding, and contributing to the increase of the urban forest canopy. The University will also integrate building technologies and active transportation opportunities that will reduce our carbon footprint, including achieving high efficiency ratings and improving access to transit and bicycle facilities.



21.0

Plan Review and Updates

The Trent Lands and Nature Areas Plan should be reviewed at a high level approximately every **5-years**, in order to re-evaluate various elements of the Plan as new information becomes available through detailed studies, reports on monitoring, and ongoing engagement with the campus and community, or as new regulatory policies or plans are approved.

This will ensure the Plan is responsive and adaptable to changing priorities, funding opportunities, infrastructure needs, and Nature Area protection requirements. Through this process, there will be future opportunities to refine the Plan and reduce unanticipated areas of confusion, or include new information and findings that are relevant to the planning processes.

The review should examine the following:

- » Is the Plan consistent with the regulatory and policy frameworks in place at the time of review?
- » What is the University's performance – has it met established targets and key performance indicators?

- » Is consistent monitoring being conducted and should a new approach to monitoring be examined?
- » Are there significant findings from the monitoring that should be considered? The review should analyze evolving data from project commencement to the end of the review period to examine if the project should adapt to shift priorities to problem areas.
- » Is ITK baseline data still current, and/or should an update be commissioned?

Updates to the Plan can capture data / informational changes related to detailed and site-specific studies. Updates that occur outside of the 5-year review may be triggered by extraordinary events (e.g. release of the Provincial Highway Reserve by the Ministry of Transportation) that change the land use management direction recommended in this Plan.

Updates made to the Plan will require review and approval by the Board and will be informed by engagement with the campus, community, and Michi Saagiig First Nations.



Appendix A

The System-Level Plan: A Preliminary Terms of Reference

A. The System-Level Plan: A Preliminary Terms of Reference

The System-Level Plan will provide direction that considers existing form and function, and identifies opportunities that support the system through the three components of the UGN: Natural Features and Areas, Ecologically Supportive Features and Areas, and Hydrologically Supportive Features and Areas. The System-Level Plan should pay specific focus to the opportunities that the Nature Areas present, as the largest component of the UGN. The Nature Areas play a significant role in the care for and stewardship of the Symons Campus lands.

Task 1

Existing Conditions Review and Assessment

Through a desktop assessment, undertake a review of vegetation community mapping available for the Symons Campus and update if / as required to reflect existing conditions. A targeted screening-level site review may be required to confirm or refine vegetation community mapping. Vegetation mapping shall be completed in accordance with current Ecological Land Classifications for Ontario.

Complete an assessment of natural cover to inform targets and opportunities (i.e., percent cover of habitat types). Document any substantive changes to natural cover over base mapping provided.

Task 2

Target Setting for the UGN

Informed by Task 1 and relevant guidance documents and studies (e.g., How Much Habitat is Enough by Environment Canada, Species at Risk Recovery Strategies, etc.), develop system-level targets for the UGN. Targets may be set to support maintaining,

enhancing, and/or striving for a net benefit or regenerative outcomes for the system. Targets are to be identified for each component of the UGN: Natural Features and Areas, Ecologically Supportive Features and Areas, and Hydrologically Supportive Features and Areas. It is important that these targets focus on the Nature Areas as key components of the UGN and that the targets provide guidance for the preparation of individual Nature Area Management Plans. Section 18.2 of Part IV of the TLNAP provides some direction for the target setting process and should be used to guide and inform this task.

Task 3

Identification of Key Opportunities, Gaps, and Actions

Based on targets and existing conditions (Tasks 1 and 2) and in consideration of priorities and actions identified in the Nature Areas Stewardship Plan (Part III of the TLNAP), identify gaps and opportunities for the UGN, with specific focus on the Nature Areas and providing guidance for the preparation of individual Management Plans. Through this task, prepare a 'long-list' of stewardship actions that will assist in filling gaps, capitalizing on opportunities, and supporting Trent in striving to achieve its targets.

Specific consideration is to be given to leveraging existing research, reports, and opportunities presented by the academic programs at Trent such as student engagement in projects, monitoring, etc., and faculty knowledge and experience. Indigenous Traditional Knowledge should be combined with western science to develop a holistic view of the natural system and its functions.

The System-Level Plan should integrate:

- » Findings from the Archaeological Master Plan and a culturally-appropriate management approach in consultation with the Michi Saagiig Consultation Officers and Trent Elders and Traditional Knowledge Keepers Council;
- » Updates to baseline ITK data, as needed, to keep information current (to be determined by Trent University and advised by the Trent Elders and Traditional Knowledge Keepers Council); and
- » The preparation of an ITK action plan that identifies actions that may benefit the land, water, flora, and fauna.

Task 4

Identification of Stewardship Priorities and Potential Partnerships

This task will assess actions and opportunities identified in Task 3 to identify stewardship priorities. This assessment should use a multi-factor assessment in prioritization. Assessment criteria should include, but are not limited to:

- » Alignment with actions and priorities identified in the Nature Areas Stewardship Plan
- » Anticipated ecosystem benefit achieved through the targets and action(s)
- » Alignment with and opportunities for learning and/or research
- » Emerging or anticipated impacts
- » Location
- » Cost

For priority actions, individuals and groups who are responsible for, or whose support is needed for implementation. For effective coordination and resourcing, institutional partners / agencies and potential implementation partners should be identified to help facilitate planning and implementation of stewardship actions.

Task 5

Guidelines for Data Management and Future Reporting

This first System-Level Plan is to provide a recommended approach for tracking and managing stewardship information (e.g., projects undertaken, outcomes, etc.), guidance for future reporting (scope and content) and a recommended reporting schedule. Consideration should be given to streamlined and cost-effective approaches.

Task 6

Consultation and Engagement

Engagement with the following groups will be undertaken at key points in preparing the System-Level Plan, where relevant:

- » Institutional Partners / Agencies
- » Michi Saagiig First Nations
- » Nature Areas Stewardship Advisory Committee
- » Faculty, staff and Students
- » Implementation Partners
- » Community experts and groups

Refer to Section 17 for additional information on some of these groups and the role of the Nature Areas Stewardship Advisory Committee.

Task 7

System-Level Plan Report

Work completed in Tasks 1 through 6 will be documented in the System-Level Plan Report.



Appendix B

Nature Area Management Plans: A Preliminary Terms of Reference

B. Nature Area Management Plans: A Preliminary Terms of Reference

Management plans will be prepared for each Nature Area. These will take direction from the System-Level Plan and the Nature Areas Stewardship Plan to direct how Nature Areas will be managed including: application of Management Categories, stewardship (e.g., restoration) opportunities, etc. A management plan may encompass more than one Nature Area where they are functionally connected and preparation of a single plan will best support their management and stewardship opportunities.

Task 1

Existing Conditions Review and Assessment

Through a combination of primary field work, student and faculty engagement, and secondary sources, document existing conditions within each Nature Area(s). This should include:

Vegetation community mapping using current Ecological Land Classification for Ontario, include:

- » Flora
- » Fauna
- » Trails (formal, informal, and general condition)
- » Current dog use and impacts
- » General condition (e.g., impacted areas)
- » Archaeological sites (review the Campus Master Archaeological Study)

Based on this review identify key management issues, sensitivities (e.g., feature or species), and complete an assessment of features using applicable guidance documents and policies.

Task 2

Setting Site-Specific Targets

Informed by an understanding of site-specific conditions developed in Task 1, the NASP (Section 16), and the System-Level Plan, develop targets, as appropriate for the Nature Area. Targets may be set to support maintaining, enhancing and/or striving for a net benefit or regenerative outcomes for the system. They may include educational signage, management of trails, and/or permissions for dog use, as appropriate.

Task 3

Applying Management Categories

Using work completed in Task 1 and 2, apply the management categories presented in Section 15 of the NASP to the Nature Area(s). Note that not all management categories may be appropriate for the Nature Area for which the Management Plan is being prepared.

Task 4

Direction for Nature Area Management

In consideration of the conditions and targets for the Nature Area, provide recommendations for appropriate use, identify potential sites for restoration, interpretation, or other uses compatible with the management category and which support the goals of the Nature Areas (Section 11 of the NASP). Through this task, identify a 'long-list' of potential short- and long-term opportunities and actions for stewardship of the Nature Area(s).

The Nature Area Management Plans will integrate Indigenous Traditional Knowledge (ITK), combined with western science, to develop a holistic view of the

natural system and its functions. The Nature Area Management Plan should integrate:

- » The preparation of site-specific ITK studies that assess the impacts of the management plan on the ITK values and cultural assets of a Nature Area;
- » Updates to baseline ITK data, as needed to keep information current (to be determined by Trent University and advised by the Trent Elders and Traditional Knowledge Keepers Council); and
- » The preparation of an ITK action plan that identifies actions that may benefit the land, water, flora, and fauna.

Task 5

Identification of Stewardship Priorities

This task will assess actions and opportunities identified in Task 4 to identify stewardship priorities. This assessment will use a multi-factor assessment in prioritization. Assessment criteria should include, but are not limited to:

- » Alignment with actions and priorities identified in the System-Level Plan;
- » Anticipated benefit achieved through the action(s);
- » Alignment with and opportunities for learning and/or research; and
- » Cost.

Task 6

Implementation Plan

Prepare an implementation plan which provides recommendations for implementing the stewardship priorities identified in Task 5 and is to include potential partners. To the extent feasible, the implementation plan should include actionable items to support momentum in stewardship for the Nature Area(s). Effort should be made to identify opportunities for student and faculty engagement for plan implementation for active stewardship and as opportunities for learning on the land.

For priority actions, individuals and groups who are responsible for or whose support is needed for implementation should be identified and engaged. For effective coordination and resourcing, institutional partners / agencies and potential implementation partners should be also be identified to help facilitate planning and implementation of stewardship actions.

Task 7

Identification of Opportunities for Monitoring

Monitoring is an effective means of measuring changes over time (e.g., biodiversity), in assessing effectiveness of implemented measures, and in striving to achieve targets. Opportunities for monitoring for these purposes should be identified, including potential partners for monitoring. Monitoring opportunities should prioritize learning and research for students and faculty where possible.

Task 8

Consultation and Engagement

Consultation and engagement with the following groups will be undertaken at key points in preparing the Nature Area Management Plan, where relevant:

- » Institutional Partners / Agencies
- » Michi Saagiig First Nations
- » Nature Areas Stewardship Advisory Committee
- » Implementation Partners
- » Faculty and Students

Refer to Section 17 for additional information on some of these groups and the role of the Nature Areas Stewardship Advisory Committee.

Task 9

Nature Area Management Plan Report

Work completed in Tasks 1 through 8 will be documented in the Nature Area Management Plan Report.



NEWS RELEASE

Eastern Ontario Regional Network Submits Proposal for Ultra-Fast Gig Internet Project

Long-Term Solution for Rural Connectivity Key to Economic Recovery

(March 1, 2021) – The Eastern Ontario Regional Network (EORN) has made a formal submission to the federal and provincial governments seeking support to deliver ultra-fast Gig internet to homes and businesses across the region. The submission has been sent to federal Minister Maryam Monsef, who has responsibility for rural economic development, and Ontario’s Minister of Infrastructure Laurie Scott, who is tasked with rural broadband matters for the province.

The COVID-19 pandemic has highlighted the crisis in rural internet access. It has impacted businesses, education, healthcare and government services. The EORN Gig Project offers a comprehensive, long-term solution that ensures the region recovers from the pandemic, supports economic growth and improves quality of life.

“Rural areas are constantly falling behind as demand for broadband grows exponentially. It’s time we fix it for good by building the Gig Project,” said EORN Chair J. Murray Jones, Warden of the County of Peterborough. “It’s a lasting investment in our prosperity.”

The project would use a competitive process to choose a telecommunications partner and maximize coverage across the region. EORN seeks to fund the \$1.2 to \$1.6 billion project through a combination of funding, with \$200 million each from the federal and provincial governments and the remainder from the Canada Infrastructure Bank and the private sector.

Both the federal and provincial governments are investing in broadband. The federal government established the Universal Broadband Fund (UBF) and the Government of Ontario created the Improving Connectivity in Ontario (ICON) fund. Both funds focus on local projects. EORN is seeking support through a flexible use of these programs, or any other appropriate funding streams.

“We appreciate how committed both governments have been to improving broadband access,” said Debbie Robinson, Chair of the Eastern Ontario Wardens’ Caucus (EOWC) and Warden of Renfrew County. “We all share the same goals, and we look forward to working together on a solution that is both comprehensive and cost-effective.”

“The Eastern Ontario Mayors’ Caucus is pleased to join the EOWC in supporting this project, which would serve more than one million residents in 113 municipalities,” said Diane Therrien, Chair of the EOMC and Mayor of the City of Peterborough. “Collectively, we will be well served by EORN’s comprehensive solution, rather than searching for our own private sector partners.”

Delivering Gig service generally involves a fibre optic or cable connection to the home or business. The EORN Gig Project leverages previous investments in infrastructure and services. This includes a fibre

optic backbone and other infrastructure across the region built to handle the speed and capacity of the Gig project. EORN anticipates it could provide up to 95% of the region or more than 550,000 premises with Gig service by 2025-6 if fully funded.

An internet speed of 1 gigabit per second (1 Gbps or 1,000 Mbps) would provide seamless, reliable connectivity to support and meet growing demand over the long run. It also supports real-time data sharing needed for smart technologies.

It is about 20 times faster than the objectives set by the Canada Radio-television and Telecommunications Commission (CRTC). It declared 50 Mbps download and 10 Mbps upload internet speeds as a minimum basic service level. Without additional public investment, it is unlikely that parts of eastern Ontario would reach these service levels before 2030.

“Given the pace of technological change, this service level is likely to be out of date by the time it arrives,” Jones added.

About EORN

EORN, a non-profit created by the Eastern Ontario Wardens’ Caucus (EOWC), works with governments and community organizations to improve and leverage broadband access to fuel economic development and growth.

EORN is currently working on a \$213 million project, funded by public and private sector partners, to improve and expand cellular services across the region. Building on that project will begin during 2021.

From 2010 to 2014, EORN helped to improve broadband access to nearly 90 per cent of eastern Ontario through a \$175 million public-private partnership. The network was funded by federal, provincial and municipal governments and private sector service providers. As a result of the project, 423,000 homes and businesses are now able to access services of up to 10 Mbps download. It also spurred more than \$100 million in additional private sector investment in the region, over and above their initial commitments.

About the EOWC

Since its inception, the Eastern Ontario Wardens' Caucus (EOWC) has worked to support and advocate on behalf of the 750,000 property taxpayers across rural eastern Ontario. The EOWC covers an area of 45,000 square kilometres from Cobourg to the Quebec border, and includes 13 upper-tier and single-tier municipalities as well as 90 local municipalities. All members work together as a team, striving to ensure that conditions are in place to make Eastern Ontario the greatest place in the world to reside and do business.

About the EOMC

The Eastern Ontario Mayors’ Caucus (EOMC) is made up of the Mayors of the 11 urban municipalities (separated, single-tier) of Eastern Ontario. The committee meets quarterly as a group with the municipal CAOs in attendance to discuss common issues relevant to municipalities in eastern Ontario.

-30-

For more information, contact:

Lisa Severson, Director of Communications

Tel: 613-213-8520, Email: Lseverson@eorn.ca

Connecting Eastern Ontario

The EORN Gig Project aims to deliver ultra-fast internet to homes and businesses to meet the needs of the region for a generation. EORN is seeking federal and provincial support for the project, which takes a regional approach to help maximize coverage and stretch tax dollars further.

Both governments have stepped up with important broadband funding programs. The EORN project would work in tandem with local broadband initiatives to achieve this shared goal. It will take a range of solutions to fix rural broadband.

The EORN Gig Project would support the region's COVID-19 recovery, economic growth and help provide more equitable access to education and health care:

- Increase regional GDP by \$300 million.
- Create more than 9,700 new jobs.
- Increase home values by 3 per cent.
- Increase property tax revenue by \$20 million.
- Lower health care delivery costs by 4 per cent.
- Reduce greenhouse gas emissions (telecommuting).

The EORN Gig Project leverages previous investments and projects by building on the fibre optic backbone and other infrastructure across the region. Taking a regional approach avoids having a patchwork of connectivity that could leave some communities behind.

EORN proven model:

- **Coordinated and comprehensive.** Coordinating at a regional scale helps ensure widespread coverage and provides administrative efficiencies to stretch public investments further.
- **Partnership that multiplies private investment.** EORN's first project generated private sector investment that was more than three times the initial ask, including more than \$100 million in expansions after the project finished.
- **Experience and expertise.** EORN's team knows the region and its broadband needs best. Detailed engineering work for the Gig Project is completed. Long-term contract oversight ensures accountability for public funds.
- **Cost effective.** EORN's project management and overhead costs are low, in the 6% range, for managing and delivering regional projects.

Quick Facts:

- EORN is seeking \$200 million each from the federal and provincial governments, with the balance of the \$1.2 to \$1.6 billion project coming from the private sector and Canada Infrastructure Bank.
- Currently only 63 per cent of homes and businesses in rural eastern Ontario can access speeds of 50 Mbps download and 10 Mbps upload. The Canada Radio-television and Telecommunications Commission (CRTC) declared that the minimum basic service objective, with a goal of ensuring 90 per cent of all Canadians have this access by December 2021.
- EORN's approach has the unanimous support of the Eastern Ontario Wardens' Caucus and Eastern Ontario Mayors' Caucus, who have sent letters of support. They represent local governments across the region including every town and city, representing 1.1 million citizens.
- EORN anticipates it could provide up to 95 per cent of the region or more than 550,000 premises with Gig service by 2025-6 if fully funded.

Gig: Internet speed of 1,000 Mbps or 1 Gbps (gigabit per second). Provides seamless, reliable connectivity for business, healthcare, education and other services. Smart technologies that depend on reliable, continuous high-speed connectivity for real-time data sharing also need gigabit speeds.

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CHAMBER of COMMERCE & TOURISM

In this NewsFlash:

- Chamber Updates
- Member News & Updates
- Business News & Resources

CHAMBER UPDATES

ANNUAL GENERAL MEETING RECAP
Kawartha Chamber's First Virtual AGM



kawartha
CHAMBER of COMMERCE & TOURISM

Virtual
**ANNUAL
GENERAL
MEETING
RECAP**

February 17, 2021 the Kawartha Chamber of Commerce and Tourism held our first-ever virtual Annual General Meeting over Zoom. Adapting during COVID-19 has been a difficult task for many people, businesses and organizations and the Kawartha Chamber is no exception. Many hours of work were poured into figuring out how to recreate the AGM, typically an evening of socializing between members, in a virtual format. For this reason, we are so thankful to the over 65 members in attendance for joining us and helping the night run smoothly!

Read our AGM Recap [here!](#)

KAWARTHA CHAMBER UPDATES

#KeepingYouUpdated

The Kawartha Chamber is dedicated to keeping you up to date on news and resources during these difficult times.

We want our community to know that we are here for you. If you wish to share the challenges you are having and the support you are needing, we can communicate this to all levels of government via the Chamber network. Please send these thoughts to info@kawarthachamber.ca or generalmanager@kawarthachamber.ca

Also visit our COVID-19 Local Updates webpage, email us your updates and questions, and follow us on social media!

[COVID-19 Updates Page](#)

info@kawarthachamber.ca

[@KawarthaChamber](#)



KEEPING YOU UPDATED

Local Services Open/Closed List

With the latest re-opening help us keep local customers updated. We have revamped our [Open/Closed List](#). Businesses have been sorted into six categories for easier access.

We encourage member & non-member businesses in Peterborough County to [email](#) us with your updated business information! This includes hours, services, closures, etc.

We will be updating lists regularly. Keep us updated as things evolve.



CUSTOMERS... WHO NEEDS THEM?

Kawartha Chamber Webinar - March 23 @ 4:30PM



How you 'Show Up' to your customers can make all the difference in whether they stay your customer. Now that more businesses are re-opening, it is vital to examine how your business is showing up to your past, existing and prospective customers.

In this webinar, Sharon Worsley, Senior Manager Chamber Success, for the Ontario Chamber of Commerce, will share with you strategies to excel in meeting the needs of your customers, clients or patients.

Sharon will share relatable real-life experiences and strategies that you can add to your business to help you get back on track and provide customer excellence in ways you might not have considered before.

Registration is now open on our [website](#).

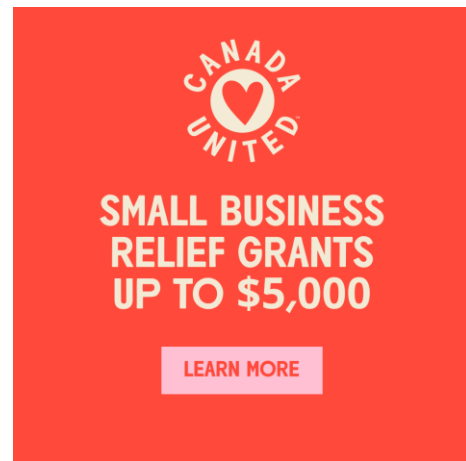
CANADA UNITED REOPENING FEBRUARY 16

Grants Up To \$5,000 Available!

Canada United fund reopening! Grants of up to \$5,000 are still available to small businesses to cover expenses related to personal protective equipment (PPE), renovations to accommodate re-opening guidelines and developing or improving website and e-commerce capabilities.

The Canada United Small Business Relief fund was created as part of Canada United, a nationwide campaign led by RBC and over 70 large businesses, the national network of Chambers of Commerce and leading business associations to encourage Canadians to buy and dine local.

[Apply Here!](#)



MEMBER NEWS & UPDATES

CASSIS BISTRO REOPENED & NEW LUNCH MENU

Free Delivery To Fellow Lakefield Workforce

[Cassis Bistro](#) reopened on February 18 with an updated menu and is offering the fellow Lakefield workforce free lunch delivery again!

Choose from their great menu items and get it delivered right to your business. An easy (and yummy) way to support local!

[View Menu](#)



BUCKHORN COMMUNITY CENTRE

Reopening March 8!

The [Buckhorn Community Centre](#) will be opening on Monday March 8. There are many rules and restrictions to follow and they want to make sure that everyone is prepared. The BCC will be working with a doorbell system should you just pop in for a photocopy or membership renewal. The office will be open from 9:30am – 4pm Monday – Friday. Some activities will be resuming but with limited numbers.

[More Info](#)

SAVE THE DATE!

Selwyn Township Launching The Link

The Link rural bus service launches May 3, 2021! The Link is a 3-year pilot project funded through the Province of Ontario and partners include [Selwyn Township](#), [Curve Lake First Nation](#), [Community Care](#) and the City of Peterborough. The service will provide Monday-Friday access to and from major hubs within Selwyn and Curve Lake First Nation with a connection to the Peterborough Transit system at Trent University, where riders can take several routes all across the City and beyond! Peterborough Transit will be the operator of the service and all COVID-related safety protocols will be consistent with The Link service.



Check the [webpage](#) for details on the service design and for regular updates or join the mailing list by contacting [Anna Currier](#).

GREENHOUSE ON THE RIVER

Reopening in April!



Initially [The Greenhouse on the River](#) was going to close for retirement last year, but Elyn's health took a very positive turn and they look forward to seeing you again when **the Greenhouse REOPENS in April 2021**.

As they deal with this unprecedented time, their doors may be closed to the public but rest assured they are busy getting ready.

So please stay tuned for updates and continue to support local!

LEAHY'S LANE CONDOS

Habitat For Humanity Peterborough & Kawartha Region

Leahy's Lane Condos are under construction in Peterborough! Tired of renting and looking to get into homeownership? Applications are still being accepted for 1, 2, and 3-bedroom condos. This might be the homeownership opportunity for you!

Located near Parkhill Road East and Armour Road in Peterborough, the Leahy's Lane development will feature 41 affordable condos available for [Habitat for Humanity Peterborough & Kawartha Region](#) homeowners. The development will feature:



- A 3-story, 41-unit condo building
- The building will offer a fully universal design to accommodate current or future homeowners' accessibility needs
- A mix of 1, 2, and 3 bedroom suites
- The building will have an elevator, party room, and basement storage units
- The property will include trees, gardens, and a small covered walkway
- The condos will be well-built and energy-efficient, reducing the cost of utilities for residents
- All units will be affordable, for a mixture of incomes from \$30,000 to \$80,000
- Near green spaces, schools, playgrounds, public transit, and other amenities
- Applications open to families, couples, singles, and seniors

[More Info](#)

BUSINESS NEWS & RESOURCES

ELECTRIC CITY TALKS WEBINAR

Tuesday March 9 @ 7PM

The Innovation Cluster and RBC are excited to welcome Saadia Muzaffar, a woman breaking barriers. Saadia will provide an exclusive presentation: Redefining Term Sheets: Success, Solidarity, & The Future We Want.

Named one of Canada's top 150 leaders, Saadia is a tech entrepreneur, author, and passionate advocate of responsible innovation, decent work for everyone, and prosperity of immigrant talent in STEM. She is the Founder of TechGirls Canada and Co-Founder of Tech Reset Canada.

This event is for you if...

- You are looking to pave the way for female representation in entrepreneurship
- You are passionate about STEM and innovation
- You want to network with like-minded people and expand your knowledge
- You want to be inspired

Recharge with the best in tech and innovation. Expand your knowledge and network with global disruptors to blaze new trails!

[Register Here!](#)

ELECTRIC CITY TALKS

RECHARGE WITH THE BEST IN TECH &
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AND NETWORK WITH GLOBAL
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WITH **SAADIA MUZAFFAR**
Redefining Term Sheets: Success, Solidarity, &
The Future We Want

March 9th @ 7PM
Virtual Event



SAADIA MUZAFFAR
Entrepreneur, Author,
Founder of TechGirls Canada,
Co-Founder of Tech Reset Canada

GET YOUR TICKET NOW:
www.innovationcluster.ca
#ECTALKS

MAIN STREET RELIEF GRANT EXPANDED

Helping Small Business Access PPE

The Ontario government is expanding the number of small businesses that can apply for the Main Street Relief Grant to help offset the costs of purchasing personal protective equipment (PPE) to cautiously and gradually reopen in parts of the province. Small businesses with 2 to 19 employees in all eligible sectors - expanded from 2-9 employees - including those in the arts, entertainment, and recreation sector, can now **apply for up to \$1,000 in financial support**. The expansion is being made as more parts of the province enter the strengthened [COVID-19 Response Framework](#), which allows for the gradual and safe reopening of in-store shopping at non-essential retail stores.



[Access Grant](#)

RBC CANADIAN WOMEN ENTREPRENEUR AWARDS

Nominate Today!

There are over 1.4 million women entrepreneurs in Canada.
Help us recognize them.

NOMINATIONS ARE
OPEN!



RBC Canadian Women
Entrepreneur Awards
Presented by
**WOMEN OF
INFLUENCE**

#cdnwomenowned

Do you know an incredible female entrepreneur who is making a difference in her community? **Nominate her today for the RBC Canadian Women Entrepreneur Awards before April 2, 2021!**

The RBC Canadian Women Entrepreneur Awards is the premier national awards program celebrating the achievements of the most successful in this inspiring group. For 29 years, the awards have shone a spotlight on Canada's most accomplished and impactful women who have demonstrated excellence — from economic growth to social change, from local to global reach, across multiple sectors. RBC is honoured to continue to highlight the collective impact of this group of entrepreneurs on our country.

[Nominate!](#)

TIAO COMPLIMENTARY MEMBERSHIP

Extended Another Year

The Tourism Industry Association of Ontario will be extending complimentary membership to the entire tourism industry in Ontario for 2021. Become a TIAO member or extend your membership for free! You can also continue to pay membership as a grass roots sponsor to support TIAO and other businesses in the Ontario Tourism Industry.



[Learn More](#)

WEBINARS

Information for Businesses

March 2 @ 1PM: [Agriculture in the 21st Century: How Canada Can Lead by Example](#)

March 3 @ 12PM: [LNG: A Pan-Canadian Opportunity for Economic Recovery](#)

March 25 @ 10:30AM: [Executive Summit Series – Innovation in a Business-led Recovery](#)

Various from February to March: [Ideas Labs, Peer-to-Peer Learning](#)

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KAWARTHA CHAMBER UPDATES

#KeepingYouUpdated

[COVID-19 Updates Page](#)

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Also visit our COVID-19 Local Updates webpage, email us your updates and questions, and follow us on social media!

KEEPING YOU UPDATED

Local Services Open/Closed List

With the latest re-opening help us keep local customers updated. We have revamped our [Open/Closed List](#). Businesses have been sorted into six categories for easier access.

We encourage member & non-member businesses in Peterborough County to [email](#) us with your updated business information! This includes hours, services, closures, etc.

We will be updating lists regularly. Keep us updated as things evolve.



GOVERNMENT SUPPORT PROGRAMS & TAX PLANNING

CBRN Webinar - March 9 @ 1PM

Applications for CEWS claim period 12 (January 17 to February 13, 2021) are now open. There have been several updates to the program — are you ready to apply?

Join the Canadian Business Resilience Network for this event as Grant Thornton LLP (Canada) provides an update on CEWS, CERS and home office deductions.

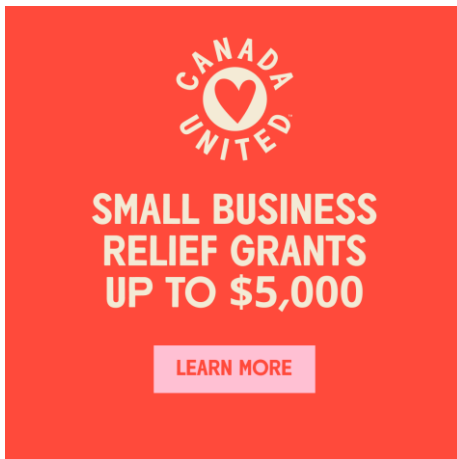
Presenters will discuss recent changes and updates to tax rules affecting businesses that may present both challenges and opportunities with respect to tax planning, compliance and strategy, including estate freeze strategies, estate planning alternatives and loss consolidation strategies. They will also look at key government programs introduced during COVID-19.

[Register Here!](#)



CANADA UNITED REOPENED

Grants Up To \$5,000 Available!



Canada United fund has reopened! Grants of up to \$5,000 are still available to small businesses to cover expenses related to personal protective equipment (PPE), renovations to accommodate re-opening guidelines and developing or improving website and e-commerce capabilities.

The Canada United Small Business Relief fund was created as part of Canada United, a nationwide campaign led by RBC and over 70 large businesses, the national network of Chambers of Commerce and leading business associations to encourage Canadians to buy and dine local.

[Apply Here!](#)

MEMBER NEWS & UPDATES

REOPENING THIS WEEK!

Griffin's Greenhouses

[Griffin's Greenhouses](#) is reopening for the 2021 season!

They will begin by welcoming back staff and planting hanging baskets the first days of March. Plus they will have the Barn Store ready to **open on Wednesday March 3**. They will be open six days a week with safety protocols in place.

To accompany the in-store experience they've added a fresh selection of items to the [WebStore](#) and will once again offer scheduled times for curbside pickup.

[Visit Website](#)

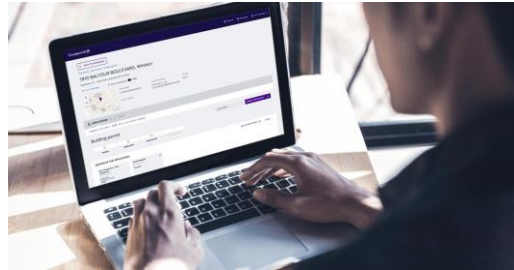


NEW E-PERMITTING SYSTEM

Selwyn Township

[Selwyn Township](#) is modernizing their building permit process by implementing the Cloudpermit e-permitting system that allows you to complete the entire permit process online!

Residents and home builders are able to apply for permits, pay for permits, submit drawings, book inspections and track their permits online, all from the comfort of their own home or office - resulting in faster, more efficient service without the need to visit the Municipal Office in person.



[Check it out!](#)

LAKEFIELD COMMUNITY EASTER BLESSING

Lakefield Youth Unlimited

Lakefield
**Community
Easter Blessing**

**Donate \$25
Grocery Gift Cards
or
Cash /Cheques**

Provide for Local Families In Need
Gift cards & cash donations will be distributed through Lakefield Youth Unlimited to local schools, outreach workers and the Lakefield Community Food Bank to help provide needed food for Easter meals to local families.

Donation Deadline is Thursday, March 25, 2021
In Person: LYU Office, 10 Hill St. (behind the LYU Barn on the bridge)
9am-12 noon, Monday to Thursday (mask required)
Online: youthunlimitedkaw.com under "Donate"
Mark your donation for "LYU Easter Blessing"
By Mail: PO Box 1178, Lakefield, ON K0L 2H0
Cheques payable to Youth Unlimited (Memo: LYU Easter Blessing)

Youth Unlimited™
YFC LAKEFIELD
705.651.0156 / lakefield@youthunlimitedkaw.com

**Lakefield
Community
Food Bank**



Donate \$25 grocery gift cards (or cash/cheque) to help provide an Easter meal for a youth and/or family in the Lakefield community. [Lakefield Youth Unlimited](#) will distribute 100% of your donation to local schools, outreach workers and the Lakefield Community Food Bank to provide needed food for Easter meals.

Donation due date is **Thursday, March 25, 2021**

For more info: 705.651.0156 or email lakefield@youthunlimitedkaw.com

NEW 1 GIG FIBRE OPTIC NETWORK

Nexicom Introducing To Lakefield & Bridgenorth

Construction is nearing completion for [Nexicom's](#) new 1 GIG Fibre Optic network that will provide the residents and business owners of the Lakefield and Bridgenorth corridor with a state-of-the-art, next generation true Fibre Optic connection.

This new cutting edge technology will replace the previous coax cable system, providing ultra-fast high speed Internet capacities of up to 1 Gigabyte. In addition to blazing fast Internet speeds, dynamic connectivity, latency and line stability, this true Fibre-to-Home network will vastly improve Telephone reception, while also allowing Nexicom to introduce their new Digital Television platform to current and new customers.



For more information on this exciting new technology visit their [website!](#)

CANADA ONTARIO JOB GRANT STILL AVAILABLE

Agilec Can Help!

Reach your business potential faster by saving thousands of dollars on staff training. The Canada Ontario Job Grant (COJG) is an employer-driven training initiative that offers financial support for employers to offset the cost of purchasing training for new hires or current employees.

As your company grows and changes to adapt to trends in the marketplace, you need to enhance or add in new skillsets to your team. But what if the skills you need aren't easy to find in the local workforce?

If you're interested in applying for a [Canada Ontario Job Grant](#) and have questions or need assistance with the application, [Agilec](#) can help!

[More information](#)



MUSEUM OPENING DATE ANNOUNCED!

Lang Pioneer Village Museum



[Lang Pioneer Village Museum](#) is hoping to kick off their 2021 season this year on Friday, May 28! Though the spring is usually filled with school tour bookings, they understand that school, like everything, has been greatly affected by COVID-19 and field trips are not going to be possible. As a result, they are currently planning to be open Friday, Saturday and Sunday during the spring. Like last year, they plan to offer timed pre-booked guided tours so that they can ensure the safety of all guests, staff and volunteers. Lang intends to increase their hours so the Museum is open Wednesday through Sunday as of Father's Day.

Lang has set a tentative event schedule for the upcoming season and plans are in the works to determine how they can offer their traditional events in a format that is safe for everyone. Stay tuned for more information!

Lang is also still hiring for their Indigenous Programming Interpreter position. For more information, visit the Peterborough County [website](#).

NEW WEBSITE LAUNCHED

Style Boutique

[Style Boutique](#) has launched a new website! Shop your favourite fashions from designers such as; Joseph Ribkoff, Alison Sheri, Charlie B & more!

You can also make a Shopping Appointment by calling them at (705) 292-8191 or shop in-store. They are also offering curbside pick up. Free delivery in Peterborough County is available

Visit the [new website!](#)



BUSINESS NEWS & RESOURCES

COVID-19 ENERGY ASSISTANCE PROGRAM Ontario Energy Board

It's now **easier to qualify** for the COVID-19 Energy Assistance Program-Small Business. Get financial support if your business is struggling to keep up with energy bills.



The Government of Ontario recently simplified the eligibility criteria for the COVID-19 Energy Assistance Program for Small Business (CEAP-SB) making it easier for those struggling with their electricity and natural gas bills to access financial assistance. Through CEAP-SB, eligible small businesses and registered charities can receive a one-time, on-bill credit to help them catch up on their energy bills and resume regular payments.

Amounts of support have also been increased. A **small business or registered charity can now receive up to \$1500** towards their electricity and natural gas bills.

More information on CEAP-SB and how to apply can be found at the Ontario Energy Board's [website](#).

Beginning Feb. 23, 2021, Regulated Price Plan (RPP) electricity consumers return to Time-of-Use and Tiered pricing at the RPP prices set by the OEB on Dec. 15, 2020. The [Government of Ontario website](#), is a useful resource for additional information on available support programs for small businesses at this time.

SUMMER EMPLOYMENT OPPORTUNITIES

Ontario Public Service

Every year, the Ontario Public Service, related agencies and community groups, provide up to 5,000 students with jobs across the province. These jobs help Ontario students with limited work experience develop transferable skills, support their career goals and learn more about the Ontario Public Service! Summer Employment Opportunities are full-time, temporary positions ranging from 7 – 18 weeks between May and September.



To be eligible to participate in the program, students must be:

- currently enrolled in a secondary or post-secondary institution,
- at least 15 years old,
- living in Ontario during the summer; and
- legally entitled to work in Canada.

[Learn More](#)

ONTARIO SMALL BUSINESS SUPPORT GRANT

Apply Today For Funding

As of Wednesday, February 24, over 67,000 applications with more than \$950 million in payments have been approved, going to businesses in communities across the province. Starting at \$10,000 for all eligible businesses, the grant provides businesses with funding to a maximum of \$20,000 to help cover decreased revenue expected as a result of the Provincewide Shutdown. In order to qualify, business must demonstrate that they experienced a revenue decline of at least 20 per cent when comparing monthly revenue in April 2019 and April 2020.

New businesses established since April 2019 are also eligible provided they meet the other eligibility criteria.

[Grant Information](#)

MAIN STREET RELIEF GRANT EXPANDED

Helping Small Business Access PPE



The Ontario government is expanding the number of small businesses that can apply for the Main Street Relief Grant to help offset the costs of purchasing personal protective equipment (PPE) to cautiously and gradually reopen in parts of the province. Small businesses with 2 to 19 employees in all eligible sectors - expanded from 2-9 employees - including those in the arts, entertainment, and recreation sector, can now **apply for up to \$1,000 in financial support**. The expansion is being made as more parts of the province enter the strengthened [COVID-19 Response Framework](#), which allows for the gradual and safe reopening of in-store shopping at non-essential retail stores.

[Access Grant](#)

NEW LOCAL GREEN BUSINESS HUB

Green Economy Peterborough

Are you a local business owner or an enthusiastic employee that wants to reduce waste, water or energy use in your operations? Coordinated by GreenUP, Green Economy Peterborough is a new, region-wide business network that helps its members to take action on climate change - while improving their bottom line.



Green Economy
Peterborough

When you become a Green Economy Peterborough member, you'll join a network of local business leaders that are learning how to incorporate sustainable business practices, setting impactful goals, and celebrating their successes!

[More Information](#)

WEBINARS

Information for Businesses

March 2 @ 1PM: [Agriculture in the 21st Century: How Canada Can Lead by Example](#)

March 3 @ 12PM: [LNG: A Pan-Canadian Opportunity for Economic Recovery](#)

March 9 @ 1PM: [Government Support Programs and Tax Planning Strategies | Grant Thornton](#)

March 10 @ 1PM: [Supporting Women in Entrepreneurship Through Recovery & Revitalization](#)

March 25 @ 10:30AM: [Executive Summit Series – Innovation in a Business-led Recovery](#)

Various from February to March: [Ideas Labs, Peer-to-Peer Learning](#)



Township of Perry

PO Box 70, 1695 Emsdale Road, Emsdale, ON POA 1J0

PHONE: (705)636-5941

FAX: (705)636-5759

www.townshipofperry.ca

February 19, 2021

Via Email

The Honourable Ahmed Hussien
Minister of Families, Children and Social Development
House of Commons
Ottawa, ON K1A 0A6

Dear Honourable Minister,

**RE: Support the Town of Carleton Place resolution that the
Government of Ontario Prioritize Children and Childcare as
part of its Post Pandemic Recovery Plan**

Please be advised that at their last regularly scheduled meeting on February 17, 2021, the Council of the Corporation of the Township of Perry supported the following resolution:

"Resolution #2021-71

Moved by: Paul Sowrey

Seconded by: Joe Lumley

Be it resolved that the Council of the Township of Perry supports the resolution from the Town of Carleton Place requesting the Government of Ontario to:

- a. prioritize children and childcare as part of its overall post pandemic recovery plan;*
- b. develop, adequately fund and release publicly a comprehensive plan that can support facilities through the provision of licensed childcare and early learning education; and*
- c. provide increased funding to childcare provides reflective of COVID-19 operating cost increases to ensure a safe reopening and long-term sustainability for the sector.*

Carried."

Your attention to this matter is greatly appreciated.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Bmorton'.

Beth Morton
Clerk-Administrator

BM/ec

cc: The Honourable Stephen Lecce, Minister of Education
MP Scott Aitchison, Parry Sound-Muskoka
MPP Norm Miller, Parry Sound-Muskoka
Stacey Blair, Clerk, Town of Carleton Place
All Ontario Municipalities



Township of Perry

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FAX: (705)636-5759

www.townshipofperry.ca

February 19, 2021

Via Email: sylvia.jones@pc.ola.org

The Honourable Sylvia Jones
Solicitor General
18th Floor – 25 Grosvenor St.
Toronto, ON M7A 1Y6

Dear Solicitor General Jones,

RE: Community Safety & Well-Being Plan – Extension Request

Please be advised that at their last regular meeting on February 17, 2021, the Council of the Corporation of the Township of Perry supported the following resolution:

"Resolution #2021-67

Moved by: Margaret Ann MacPhail
Seconded by: Paul Sowrey

Be it resolved that the Council of the Township of Perry hereby support the efforts being taken seeking an extension of the July 1, 2021 deadline to the Solicitor General for the submission of the Community Safety and Well-Being Plan.

Carried.

We appreciate your attention to this matter.

Sincerely,

Beth Morton
Clerk-Administrator

cc: Ministry of Community Safety and Correctional Services
All Ontario Municipalities

BM/ec



Township of Perry

PO Box 70, 1695 Emsdale Road, Emsdale, ON POA 1J0

PHONE: (705)636-5941

FAX: (705)636-5759

www.townshipofperry.ca

February 19, 2021

Via Email: premier@ontario.ca

The Right Honourable Doug Ford, Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Dear Premier Ford,

**RE: Request that the Province of Ontario Reverse Decision to
Close the Ontario Fire College Campus in Gravenhurst**

Please be advised that at their last regular meeting on February 17, 2021, the Council of the Corporation of the Township of Perry supported the following resolution:

"Resolution #2021-69"

Moved by: Paul Sowrey

Seconded by: Margaret Ann MacPhail

WHEREAS the Ontario Fire College Campus has been in operation in Gravenhurst since 1958; and

WHEREAS the Ontario Fire College Campus is one of the primary sources of certified training for Ontario Firefighters; and

WHEREAS the Ontario Fire College Campus has built a reputation of integrity, credibility, and reliability in providing some of the best training to our Fire Services within the Province of Ontario; and

WHEREAS the Ontario Fire College Campus has been used to train and certify both Volunteer, Part-Time, and Career firefighters throughout Ontario; and

WHEREAS the Regional Training Centers are not all created equal and similar in function to the Ontario Fire College Campus; and

WHEREAS the Ontario Fire College Campus gives Ontario Firefighters another option than Regional Training Centers to obtain National Fire Protection Association (NFPA) certifications; and

WHEREAS the Ontario Fire College Campus is the most cost-effective method for municipalities to certify Firefighters to NFPA Standards in Ontario; and

WHEREAS the Ontario Government enacted and revoked O.Reg. 379/18: Firefighter Certification in 2018; and

WHEREAS when the Ontario Government revoked O.Reg. 379/18: Firefighter Certification, it was made known by the Office of the Solicitor General that the act would be amended and brought back in the future; and

THEREFORE, BE IT RESOLVED THAT the Township of Perry requests that the Province of Ontario reverse their decision to close the Ontario Fire College Campus in Gravenhurst as the OFC is one of the best and most cost-effective methods for municipalities to train their firefighters which assists us in protecting our residents; and

BE IT FURTHER RESOLVED THAT this Resolution is forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Sylvia Jones, Ontario Solicitor General, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Ontario Fire Marshal Jon Pegg, and all municipalities within the Province of Ontario.

Carried."

Your attention to this matter is greatly appreciated.

Sincerely,



Beth Morton
Clerk-Administrator

BM/ec

cc: Honourable Sylvia Jones, Ontario Solicitor General
Honourable Steve Clark, Minister of Municipal Affairs and Housing
Ontario Fire Marshal Jon Pegg
Ontario Fire College – Gravenhurst Campus
All Ontario Municipalities
Township of Perry Fire Chief Dan Marshall



Township of The Archipelago

9 James Street, Parry Sound ON P2A 1T4

Tel: 705-746-4243/Fax: 705-746-7301

www.thearchipelago.on.ca

February 19, 2021

21-033

Moved by Councillor Manners
Seconded by Councillor Andrews

RE: Request that Minister Clark review the Municipal Elections Act and provide amendments to provide clearer, stronger wording to assist Municipal Clerks in addressing issues to allow for a more definitive decision to be made when adding names to the voters' list

WHEREAS the Township of The Archipelago recognizes that the current language in the Municipal Elections Act with regards to non-resident electors, is weak and ambiguous;

AND WHEREAS the Township of The Archipelago wishes to ensure the integrity of the election process;

NOW THEREFORE BE IT RESOLVED that Council of the Corporation of the Township of The Archipelago hereby request that the Minister of Municipal Affairs and Housing, the Honourable Steve Clark, initiate a review of the Municipal Elections Act and make amendments to provide such clearer, stronger wording, to assist Municipal Clerks in addressing issues related to non-resident electors, and to allow for a more definitive decision to be made when adding names to the voters' list;

AND FURTHER BE IT RESOLVED that Council of the Corporation of the Township of The Archipelago request that the Minister of Municipal Affairs and Housing, the Honourable Steve Clark, ensure that there is a clear and accessible way to enforce the rules described in the Municipal Elections Act;

AND FURTHER BE IT RESOLVED that this resolution be sent to the Premier of Ontario, the Minister of Municipal Affairs and Housing, Norm Miller MPP, all Ontario Municipalities and the Association of Municipalities of Ontario.

Carried.

News Release



For Immediate Release

Date: February 23, 2021
To: Representatives of the Media
From: Sheridan Graham, CAO, Deputy Treasurer, Deputy Clerk
Subject: Statement from Peterborough County re: City Council Decision –
Establishing Government Business Enterprise

February 23, 2021 – Peterborough County Warden J. Murray Jones has issued the following statement after the City Council decision to move forward with the establishment of a Government Business Enterprise related to housing in the region.

“Peterborough County is a key partner in housing within our region. We were surprised by the actions taken by City Council regarding housing and more specifically the impact on Peterborough Housing Corporation to which the County provides significant financial support.

We do note that the motion included consulting with the County, however, that consultation will occur **after a decision has been made**, minimizing any impact that County perspectives may have.

This decision by the City impacts not only the specific financial interests of the Corporation of Peterborough County, but it also has a profound impact on the broader interests of Peterborough County and City residents.

Our joint objective needs to be the development of more affordable housing in both in the County and City.”

The Warden and senior staff will be reaching out to the City to express our disappointment and to develop a path to move forward that recognizes the County’s interests.

-30-

For further information, please contact:

Sheridan Graham, CMO
CAO, Deputy Clerk, Deputy Treasurer
Peterborough County,
T: 705-743-0380 ext 2100
E: sgraham@ptbocounty.ca

Staff Report

County Council



To: Warden and Members of Council
From: Sheridan Graham, CAO
Date: March 3, 2021

Subject: CAO 2021-10 Municipal Modernization Funding

Recommendation: That the report CAO 2021-10 be received; and further
That Council authorize staff to submit an Expression of Interest to submit an application for funding under the Provincial Municipal Modernization Program Intake Two for both the Review Stream and the Implementation Stream before March 15, 2021.

Overview

This report is intended to seek Council's approval to submit an Expression of Interest to the Province under the Municipal Modernization Fund Program by March 15, 2021.

Background

The Province has recently announced the next intake of the Municipal Modernization Funding. In the past round of funding the County was successful in obtaining \$200,000 funding to support our Organizational and Service Delivery Review & IT/GIS Master Plan. As Council is aware, we continue to move forward with reviewing and implementing recommendations within those reports.

The current funding opportunity provides opportunities under two streams:

1. Municipal Modernization – Review Stream

Begin a review of municipal service delivery or administrative expenditures by an independent third-party reviewer for the purpose of finding savings and efficiencies. The review project could take a number of forms including:

Staff Report



- a line-by-line review of the municipality's entire budget; or
- a review of service delivery and modernization opportunities; or
- a review of administrative processes to reduce costs.

Result in a report by the independent third-party reviewer that provides specific and actionable recommendations for cost savings and improved efficiencies.

Begin field work no earlier than January 26, 2021, with a final report completed and posted publicly on the municipal website by November 30, 2021. Municipalities will be eligible to receive funding up to the full amount of the third-party service provider's fees for the review. Municipal administrative costs, such as staff time, are not eligible.

As identified in the County's IT/GIS Master Plan, is recommended that the County apply for \$50,000 funding to support a review of both work order management system and integrated development/planning tracking software. The work will include a review of technologies available, consultation with local Townships and systems integration requirements, with a final deliverable recommendation for software systems to support efficiencies in the development process as well as integrated work order management.

2. Municipal Modernization – Implementation Stream

An implementation project proposal must:

- Be based on demonstrated evidence of savings the municipality intends to realize through the project;
- Begin no earlier than January 26, 2021 and be completed by September 30, 2022;
- Include a high level workplan with project milestones;
- Include a commitment to providing a final report that forecasts annual savings and other efficiency and effectiveness outcomes for at least three years as a result of project completion;
- Include a commitment to reporting back one-year post project completion with actual savings over the course of the year and a revised forecast of

Staff Report



annual savings and other efficiency and effectiveness outcomes for the following two years.

Priority may be given to projects that address one or more of the following priorities:

- Digital modernization
- Service integration
- Streamlined development approvals
- Shared services/alternative service delivery models

The cost of implementation projects will be shared between the province and the municipality. The province will contribute a greater portion for projects within municipalities with fewer households according to the following thresholds. It is anticipated that the provincial share of most projects will be between \$20,000 and \$250,000 with funding split up to 65% Province – 35% Municipal.

For this stream, staff are recommending an application in support of the implementation of CAD Link software for Peterborough County-City Paramedics.

CAD Link seamlessly integrates with current software and hardware and meets identified technology and data gaps of the service. This industry-specific and unique product is available immediately, and the service will be able to take full advantage of the data which has been available to us by the MOHLTC in early 2020.

The Paramedic Service and the patient served will realize many benefits from having this data available. This includes, but not limited to:

- improved response times
- decreased paramedic documentation times
- increased data accuracy
- real time data for better management of the service resources
- safe vehicle routing
- decreased time on task for paramedic and dispatch
- reduced quality improvement efforts
- improved compliance with legislated documentation standards

Situational Awareness Dashboard component of CAD Link improves service efficiencies with access to real time situational awareness of Paramedic Service resources, vehicle status, call assignments, offload delays and in hospital times, and measurement of vehicle unit utilization time. The program also provides the ability to gather data to support organizational initiatives and develop continuous improvements to deployment, staffing, schedules, and other organizational changes. The estimated cost for this software, including hardware and implementation is \$115,000 with the County's

Staff Report



contribution funded from corporate contingency should our funding application be approved.

For both streams, priority may be given to projects that address one or more of the following priorities:

- Digital modernization
- Service integration
- Streamlined development approvals
- Shared services/alternative service delivery models

We feel that both applications align well with the Provincial funding stream requirements and would both achieve efficiencies and improved service delivery.

Financial Impact

The program will provide funding up to 65% of project costs. It is recommended that the County allocate our required funding for the implementation stream from the corporate reserve.

Anticipated Impacts on Local and/or First Nations Communities

Not applicable.

Link to County of Peterborough Strategic Plan Priorities

To provide high quality services to residents, businesses and Townships.

- | | |
|--|--|
| <input checked="" type="checkbox"/> Communications | <input checked="" type="checkbox"/> Financial Responsibility |
| <input type="checkbox"/> Housing | <input checked="" type="checkbox"/> Industry & Business |
| <input checked="" type="checkbox"/> Infrastructure | <input checked="" type="checkbox"/> Organizational Development |

In consultation with:

1. Randy Mellow, Chief of Paramedics, Deputy CAO
2. Treasurer, Trena DeBruijn

Communication Completed/required:

None at this time.

Attachments

None.

Respectfully Submitted,
Original Signed by:

Staff Report



Sheridan Graham, CMO
CAO

For more information, please contact
Sheridan Graham, CMO,
CAO, Deputy Clerk, Deputy Treasurer
705-743-0380 #2100 sgraham@ptbocounty.ca

Staff Report

County Council

To: Warden and Members of Council
From: Bryan Weir, Director of Planning
Date: March 3, 2021

Subject: **PLG 2021-005 County Official Plan Project: Focus on Public Safety**

Recommendation: That County Council receive Report PLG 2021-005 "County Official Plan Project: Focus on Public Safety" from the Director of Planning for information, and,

That this report be forwarded to all local Councils and First Nations in the County.

Overview

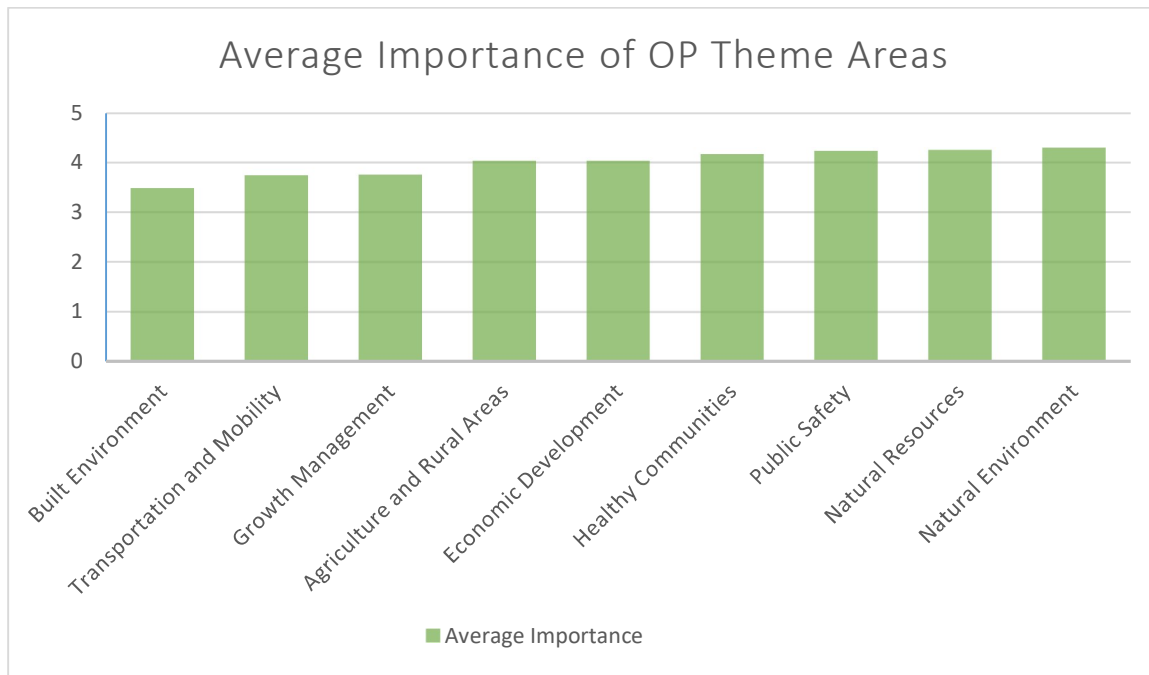
This report is intended to provide Council with information on the inclusion of public safety policies in the new County Official Plan.

Background

Prior to releasing a draft Official Plan document and commencing full-scale public consultation, County staff, together with the Technical Advisory Committee (TAC), intend to provide a series of reports to County Council which will be organized by the key Official Plan theme areas. These reports will review background information, the considerations that were had by the TAC and the intended means of implementation for policies as they relate to the goals and objectives of the new Official Plan. Provincial policy requirements will also be highlighted.

During the initial launch of the County Official Plan Project in 2017, a survey was conducted to determine which theme areas were of importance to the residents of Peterborough County. In that survey, nine theme areas were identified and respondents were asked to rank each of these theme areas on a scale of "1" (meaning "Not Important") to "5" (meaning "Extremely Important"). 92 respondents completed the survey and the results showed that all areas were of high importance, as illustrated in the chart below, meaning that the development of a new Official Plan would need to carefully balance these considerations.

Staff Report



The Technical Advisory Committee (TAC), made up of staff from all eight local Municipalities and representatives from both Curve Lake and Hiawatha First Nations, have been meeting regularly to develop the new Official Plan and balance these community priorities, while also maintaining conformity with the Provincial Policy Statement and Provincial Growth Plan. The role of the TAC is to review and provide direction and advice on both broad, County-wide policies and mapping, as well as the more detailed local policies and land use mapping. TAC members are responsible for the regular flow of information to and from local Councils and are the voice of local area interests and/or concerns.

On August 26, 2020, Council received report PLG 2020-012 which outlined the goals and objectives of the Official Plan, and further broke those goals down into sections which broadly reflect the theme areas recognized in the initial 2017 survey.

Analysis

This is the fifth report in a series and relates to the OP theme area 'Public Safety', with links to 'Natural Environment' and 'Built Environment'.

Staff Report

Key Policy Objectives from Existing Official Plan(s)

- Prevent development or site alteration on lands that are hazardous due to flooding, poor drainage, deep organic soils, erosion, steep slopes, contamination or any other physical condition that could cause loss of life, personal injury, or property damage.
- Protect sensitive land uses from impacts of new industrial, transportation or utility uses and vice versa.
- Protect existing and future sources of municipal drinking water.
- Maintain and improve, wherever possible the quality and quantity of ground and surface water.
- Protect sensitive land uses from human made hazards such as waste disposal sites and mine hazards.

These key objectives are consistent across all local Official Plans and the County Official Plan.

Current Provincial Policy Context

In developing the new Official Plan, all policies must conform to the Growth Plan and be consistent with the Provincial Policy Statement.

The Provincial Policy Statement (PPS, 2020) continues to provide direction for public safety in many of its policies. Most policies are not new and are already being implemented in our Official Plans.

Major facilities are considered by the PPS to be manufacturing uses, sewage treatment facilities, waste management systems, oil and gas pipelines, industries, energy generation facilities, transmission systems and the like. Major facilities and sensitive land uses shall be planned and developed to avoid, or if avoidance is not possible, minimize and mitigate any potential adverse effects from odour, noise and other contaminants, minimize risk to public health and safety, and to ensure the long-term operational and economic viability of major facilities in accordance with provincial guidelines, standards and procedures.

An entire section of the PPS is entitled 'Protecting Public Health and Safety' and requires new developments to be located outside of natural hazards, such as flooding and erosion hazards. That said, the PPS recognizes that development may be permitted in certain areas associated with flooding hazards where there is an approved special policy area. In the County context, the downtown areas of both Millbrook and Norwood contain known floodplains and are subject to provisions of existing special policy areas and it is not anticipated that these areas or policies will change.

Staff Report

The PPS restricts development on, abutting or adjacent to lands affected by mine hazards; oil, gas and salt hazards; or former mineral mining operations, mineral aggregate operations or petroleum resource operations, and only permits development if rehabilitation or mitigation of known or suspected hazards have been completed. The PPS also requires waste management systems to be located and designed in accordance with provincial legislation and standards.

Public health and safety is also considered by the PPS by ensuring that municipal drinking water sources are protected. The PPS restricts development in designated vulnerable areas and aims to protect, improve or restore sensitive ground and surface water features. These policies are implemented through the Clean Water Act and locally through the Trent Source Protection Plan and associated Official Plan policies.

New to the PPS is the recognition of wildland fire hazards. Policies in the PPS directs development to areas outside lands that contain hazardous forest types for wildland fire unless the risk is mitigated in accordance with wildland fire assessment and mitigation standards.

The PPS, 2020, also recognizes risks associated with climate change such as changes in weather patterns at the local and regional levels, including extreme weather events and increased climate variability. New policies in the PPS are aimed at reducing the impact of development on the natural environment and protecting new development from natural processes through land use patterns and design.

The Growth Plan, 2019, defines hazardous lands as lands that could be unsafe for development due to naturally occurring processes and requires that growth be directed away from these areas. In several instances, the Growth Plan defers to the Provincial Policy Statement, requiring new development to meet the public health and safety policies of the PPS.

New policies in the Growth Plan which direct development to be outside of key hydrologic features and their associated vegetation protection zone are designed not only to protect the ecological function of those features, but also to protect the quality and quantity of water those features provide.

Like the PPS, the Growth Plan also includes new climate change policies. These policies encourage municipalities to develop strategies to reduce greenhouse gas emissions and improve resilience through the identification of vulnerabilities to climate change, land use planning, and planning for infrastructure, including transit and energy, green infrastructure, and low impact development.

Staff Report

Key Considerations

In implementing the Provincial policies described above, the TAC has to carefully consider the following:

- Public safety was ranked highly important by residents during the project launch
- Public safety may mean different things to different people
- Identifying gaps or improvements to be made in existing Official Plan policies and approaches
- Acknowledging that climate change can have a significant impact on life and property, and making difficult decisions about where development can happen responsibly in the future based on the information available today
- Recognizing the importance of compatibility and having sufficient land use separation and/or policy to minimize impacts on sensitive land uses from human-made hazards such as waste disposal sites, mining operations, or aggregate extraction

Public safety can include keeping development outside of flood prone areas, restricting development adjacent to hazardous land uses, ensuring that everyone has access to safe drinking water and safe housing, and providing safe roads and trails. Public safety involves many different policy areas in an Official Plan and these will need to be balanced and in some cases, prioritized. It may also mean a change in direction – simply because uses exist or have been permitted in the past does not necessarily mean that it represents good planning for the future.

In recent years, the effects of climate change can be seen around the world. In Canada, wildfires alone have taken their toll on communities and locally Ontario reported 607 forest fires in the 2020 fire season. We must also consider periods of drought or flooding events as weather patterns become more erratic. To ensure everyone's health and safety, development will need to be more resilient to the impacts of a changing climate.

Floodplain mapping projects are being undertaken in several areas around the County. These projects will delineate the extent of the flooding hazard and will be precluded from development in accordance with Provincial policy.

Both the Greater Peterborough Area Community Sustainability Plan and Climate Change Action Plan recognize the need to strengthen land use policy and the development review process to better support climate change mitigation and adaptation. As well, Age Friendly Peterborough and the Peterborough Housing and Homelessness Plan aim to provide everyone with safe, accessible and affordable housing, while comments received from Peterborough Public Health include recommendations that relate to all of these goals.

Staff Report

Hazardous lands have potential to impact public safety through groundwater contamination, noise, vibrations, blasting, and excess traffic among other things. Separation distances established in Provincial regulations and guidelines have long been included in Official Plans, the intent of which is to ensure that existing human-made hazards are protected from encroachment of new sensitive land uses and reciprocally to ensure that new sensitive land uses will not be impacted by known hazards.

What to Expect Going Forward

County staff, together with the TAC, will be developing policies based on the Provincial policies and recommendations of the Council-endorsed community plans. Many of the policies will not change significantly since they are already being implemented through existing Official Plans and Provincial policy. Land use compatibility policies will be reviewed to ensure that sensitive land uses are protected from existing known hazardous sites, and appropriate planning tools are available for implementation of those policies. It is anticipated that there will be additions to reflect new Provincial directives and, based on existing recommendations and public survey, policies will encourage new approaches to development where feasible to provide a greater range of housing choices and high quality housing, and protect communities from impacts of a changing climate.

Financial Impact

None at this time.

Anticipated Impacts on Local and/or First Nations Communities

None at this time. All 8 municipalities as well as Curve Lake and Hiawatha First Nations communities are represented on the Technical Advisory Committee and have collaboratively worked on consultation policies and strategies for inclusion in the new Official Plan.

Link to County of Peterborough Strategic Plan Priorities

To provide high quality services to residents, businesses and Townships.

- | | |
|--|---|
| <input checked="" type="checkbox"/> Communications | <input type="checkbox"/> Financial Responsibility |
| <input checked="" type="checkbox"/> Housing | <input checked="" type="checkbox"/> Industry & Business |
| <input type="checkbox"/> Infrastructure | <input type="checkbox"/> Organizational Development |

In consultation with:

1. CAO, Sheridan Graham
2. Iain Mudd, Manager of Planning

Staff Report

3. Keziah Holden, Senior Planner

Communication Completed/required: Report to be forwarded to all local Municipal Councils and First Nations in Peterborough County.

Attachments: None.

Respectfully Submitted,
Original Signed by:

Bryan Weir
Director of Planning

For more information, please contact
Bryan Weir, Director of Planning
bweir@ptbocounty.ca
(705) 743-0380 ext. 2400

Minutes

County Council - Regular Meeting



9:30 AM - Wednesday, February 17, 2021

Electronic Participation

The Council Chambers were closed due to COVID-19 precautionary measures.

The meeting was held electronically and was streamed live on the County of Peterborough's YouTube channel ([Part 1](#), [Part 2](#) and [Part 3](#)).

- Present:** Warden J. Murray Jones, Deputy Warden Andy Mitchell, Councillors Carolyn Amyotte, Rodger Bonneau, Lori Burt, Bonnie Clark, Janet Clarkson, David Gerow, Matthew Graham, Jim Martin, Scott McFadden, Karl Moher, Sherry Senis, Joe Taylor and Jim Whelan
- Regrets:** Ron Windover
- Staff Present:** Chris Allen, Purchasing Supervisor; Chris Barry, Deputy Chief, PCCP; Trena DeBruijn, Director of Finance/Treasurer; Lynn Fawn, Manager, Legislative Services/Clerk; Michelle Fisher, Deputy Treasurer; Sheridan Graham, Chief Administrative Officer; Randy Mellow, Chief of Paramedics; Grant Murphy, Director, Infrastructure Services; Peter Nielsen, Manager, Infrastructure Programs; Doug Saccoccia, Manager, Engineering and Design; Mary Spence, Director of Human Resources; Kari Stevenson, Deputy Clerk; Dan Sutherland, Asset Management Analyst; Bryan Weir, Director of Planning and Janet Young, Manager, Accounting Services
- Guests:** Inspector Lisa Darling, Detachment Commander, Ontario Provincial Police

1. Call To Order

A quorum of Council being present, Warden Jones called the meeting to order at 9:32 a.m.

2. Land Acknowledgement

The Warden recited the Land Acknowledgement.

3. Moment of Silent Reflection/Silence

Council observed a moment of silence to reflect on the duties and responsibilities required as Peterborough County Councillors.

4. Adoption of Agenda

79-2021

Moved by Councillor Clarkson
Seconded by Councillor Graham

Be it resolved that County Council adopts the agenda as amended to add Action Correspondence item 11.e – Request for Renewed Support for the VIA Rail High-Frequency Rail Project. **Carried**

5. Disclosure of Interest

There were no Disclosures of Interest.

6. Adoption of Minutes

80-2021

Moved by Councillor Moher
Seconded by Councillor Senis

Be it resolved that County Council adopts the minutes of the Regular County Council meeting of February 3, 2021, the minutes of the Special County Council meeting (Public Meeting - Budget) of February 3, 2021 and the minutes of the Special County Council meeting (Appointment of CAO) of February 9, 2021 as circulated. **Carried**

7. Delegations and Presentations

- a. **Warden J. Murray Jones**
Re: International Random Acts of Kindness Day
[The Science of Kindness](#)

81-2021

Moved by Councillor Martin
Seconded by Councillor Clark

Be it resolved that County Council receives the presentation from Warden J. Murray Jones regarding International Random Acts of Kindness Day. **Carried**

- b. Rhonda Keenan, President & CEO**
Re: PKED 2020 Fourth Quarter Report

82-2021

Moved by Councillor Bonneau
Seconded by Councillor Clarkson

Be it resolved that County Council receives the delegation from Rhonda Keenan, President & CEO regarding the PKED 2020 Fourth Quarter Report.

Carried

- c. Steven Tripp, Business Retention & Expansion Officer**
Re: PKED Business Count Survey Results

83-2021

Moved by Councillor Senis
Seconded by Councillor Gerow

Be it resolved that County Council receives the delegation from Steven Tripp, Business Retention & Expansion Officer regarding the PKED Business Count Survey Results.

Carried

- d. Rhonda Keenan, President & CEO**
Re: PKED 2021 Business Plan

84-2021

Moved by Councillor Moher
Seconded by Councillor Burtt

Be it resolved that County Council receives the delegation from Rhonda Keenan, President & CEO regarding the PKED 2021 Business Plan.

Carried

Council recessed from 11:13 a.m. to 11:19 a.m.

- e. Trena DeBruijn, Director of Finance/Treasurer (1 hour)**
Re: 2021 Draft Budget Discussion and Answers

85-2021

Moved by Councillor Amyotte
Seconded by Councillor Moher

Be it resolved that County Council:

1. Receives the delegation from Trena DeBruijn, Director of Finance/Treasurer regarding the 2021 Draft Budget Discussion and Answers.
2. Approves the 2021 Budget.

Carried

8. Business Arising from a Previous Meeting

9. Staff Reports

a. Infrastructure Services - Engineering & Design

Report prepared by: Peter Nielsen, Manager, Infrastructure Programs
Re: INF 2021-008 - Amendment to the Load Limits on Bridges By-law

86-2021

Moved by Councillor Graham
Seconded by Councillor Burt

Whereas biennial inspections of County engineered structures have identified the need to establish load restrictions on certain bridges and to be regulated through the endorsement of a County By-law to limit the gross weight of any vehicle passing over a bridge;

Be it resolved that County Council receive report of the Manager, Infrastructure Programs, entitled "INF 2021-008 - Amendment to the Load Limits on Bridges By-law"; and further

That the Clerk be directed to prepare a By-law to restrict the weight of vehicles passing over a bridge to that effect and repeal By-law 2019-79; and further

That the Clerk be directed to notify the Ontario Provincial Police, School Boards and affected agencies about the amendment to the Load Limits on Bridges By-law.

Carried

b. Infrastructure Services - Operations

Report prepared by: Peter Nielsen, Manager, Infrastructure Programs and Kari Stevenson, Deputy Clerk
Re: INF 2021-004 - Update to Parking Regulation By-law

87-2021

Moved by Councillor Taylor
Seconded by Councillor Bonneau

Be it resolved that County Council receive report INF 2021-004 - Update to Parking Regulation By-law; and further

That Council provides staff with any comments on the draft Parking Regulation By-law by February 22, 2021.

Carried

- c. Infrastructure Services - Engineering & Design**
Report prepared by: Doug Saccoccia, Manager, Engineering and Design
Re: INF 2021-007 County Road 20 (Selwyn Road) Posted Speed Limit Reduction

88-2021

Moved by Councillor Clark
Seconded by Councillor Gerow

Whereas on February 3rd, 2021, County Council directed staff to immediately change the existing 70 km/hr posted speed limit on County Road 20 (Selwyn Road) to 60 km/hr.

Be it resolved that County Council receive the report of the Manager, Engineering and Design, entitled "INF 2021-007 County Road 20 (Selwyn Road) Posted Speed Limit Reduction"; and further

That the speed limit on County Road 20 (Selwyn Road) be reduced from seventy kilometres per hour (70 km/h) to sixty kilometres per hour (60 km/h) from 370 metres south-west of Birch Island Road to 420 metres south-west of 12th Line Smith; and further

That the Clerk be directed to prepare a By-law to that effect; and further

That the Clerk be directed to notify the Ontario Provincial Police and the Smith-Ennismore Police Service Board. **Carried**

- d. Peterborough County/City Paramedics**
Report prepared by: Randy Mellow, Chief of Paramedics
Re: PAR 2021-001 Paramedic Service Operational Key Performance Indicators

89-2021

Moved by Councillor Martin
Seconded by Councillor Amyotte

Be it resolved that County Council receive report PAR 2021-001 Paramedic Service Operational Key Performance Indicators for information only. **Carried**

- e. Peterborough County/City Paramedics**
Report prepared by: Randy Mellow, Chief of Paramedics
Re: PAR 2021-002 Ontario Health Community Paramedic Funding Opportunity

90-2021

Moved by Councillor Moher
Seconded by Deputy Warden Mitchell

Be it resolved that County Council receives Report PAR 2021-002 Ontario Health Community Paramedic Funding Opportunity, for information; and further

That a letter be sent on behalf of Council to the Ontario Health Team, copying our MPP's urging the continuation of programs and funding. **Carried**

- f. Administration - Corporate Projects & Services**
Report prepared by: Sheridan Graham, Director, Corporate Projects & Services
Re: CAO 2021-008 County Waste Management Committee Composition

91-2021

Moved by Councillor Gerow
Seconded by Councillor Taylor

Be it resolved that County Council receive report CAO 2021-008 regarding the recommendations for appointment to the County Waste Management Committee; and

That Council approve the appointments of Councillor Bonneau, Councillor Clark, Councillor Graham and Councillor Senis to the County Waste Management Committee. **Carried**

- g. Finance**
Report prepared by: Chris Allen, Purchasing Supervisor
Re: FIN 2021-007 Purchasing Policy Amendment

92-2021

Moved by Councillor Senis
Seconded by Councillor Clarkson

Be it resolved that County Council receive report FIN 2021-007 Purchasing Policy Amendment; and further

That Council provide consideration for approval of the Changes to the Purchasing Policy FI-30 Section 25 - Change Orders at the next meeting.

Carried

h. Finance

Report prepared by: Chris Allen, Purchasing Supervisor

Re: FIN 2021-008 Policy Amendment - Disposal of County Assets

93-2021

Moved by Councillor Martin

Seconded by Councillor Amyotte

Be it resolved that County Council receives report FIN 2021-008 Policy Amendment - Disposal of County Assets; and further

That Council provide consideration for approval of the Disposal of County Assets Policy FI-4 at the next meeting.

Carried

10. Staff Reports - Information Only

a. Finance

Report prepared by: Trena DeBruijn, Director of Finance/Treasurer

Re: FIN 2021-009 - Investment Report - December 2020

b. Finance

Report prepared by: Chris Allen, Purchasing Supervisor

Re: FIN 2021-006 Purchasing Awards - January 2021

c. Finance

Report prepared by: Trena DeBruijn, Director of Finance/Treasurer

Re: FIN 2021-010 - Community Care Peterborough - Caremobile Program for 4th Quarter 2020

d. Administration - Clerk's Division

Report prepared by: Sarah Boyd, Administrative Services Assistant

Re: CPS 2021-009 Correspondence Report

e. Planning

Report prepared by: Bryan Weir, Director of Planning

Re: PLG 2021-004 County Official Plan Project: Focus on Healthy Communities

f. Administration

Report prepared by: Warden J. Murray Jones

Re: CAO 2021-006 Meetings Attended during January 2021

- g. Administration**
Report prepared by: Deputy Warden Andy Mitchell
Re: CAO 2021-007 Meetings Attended during January 2021

94-2021

Moved by Councillor Amyotte
Seconded by Councillor Clark

Be it resolved that County Council receives the Staff Reports - Information Only
items 10.a. through g. **Carried**

11. Action Correspondence

- a. Peterborough Public Health resolution dated January 13, 2021**
Re: Public Health Resolution Thanking Community Health Care Workers

95-2021

Moved by Councillor Senis
Seconded by Councillor Amyotte

Be it resolved that County Council supports the Peterborough Public Health
resolution dated January 13, 2021 Thanking Community Health Care Workers.
Carried

- b. Township of Lake of Bays resolution dated February 2, 2021**
**Re: Support of Resolution from Town of Bracebridge regarding Request
for Municipal Infrastructure Funding Opportunities**

96-2021

Moved by Councillor Taylor
Seconded by Councillor Burt

Be it resolved that County Council supports the Township of Lake of Bays'
resolution dated February 2, 2021 regarding Support of Resolution from Town
of Bracebridge regarding Request for Municipal Infrastructure Funding
Opportunities. **Carried**

- c. **OPSEU Local 317 letter dated February 9, 2021**
Re: Save the Ontario Fire College

97-2021

Moved by Councillor Clarkson
Seconded by Councillor Senis

Be it resolved that County Council supports the OPSEU Local 317's letter dated February 9, 2021 regarding Save the Ontario Fire College. **Carried**

- d. **Township of Guelph/Eramosa resolution dated February 1, 2021**
Re: Advocacy for Reform - MFIPPA Legislation

98-2021

Moved by Deputy Warden Mitchell
Seconded by Councillor Bonneau

Be it resolved that County Council receives the Township of Guelph/Eramosa's resolution dated February 1, 2021 regarding Advocacy for Reform - MFIPPA Legislation. **Carried**

- e. **Peterborough Chamber of Commerce email dated February 12, 2021**
Re: Request for Renewed Support for the VIA Rail High-Frequency Rail Project

99-2021

Moved by Councillor Graham
Seconded by Councillor Gerow

Be it resolved that County Council supports the Peterborough Chamber of Commerce email dated February 12, 2021 and sends a letter of support to the Honourable Omar Alghabra, Minister of Transport for the renewed support for the VIA High-Frequency Rail Project. **Carried**

12. Committee Minutes

There were no Committee Minutes.

13. Liaison Reports from External Committees, Boards and Agencies

- a. **Peterborough & the Kawartha Economic Development (PKED)** - Sheridan Graham, CAO, Director, Corporate Projects & Services

100-2021

Moved by Councillor Clark
Seconded by Councillor Burt

Be it resolved that the Liaison Representative Reports and supporting documentation be received for information.

Carried

- b. **Referrals to Peterborough Regional Liaison Committee** (if applicable)

It was noted the City of Peterborough has announced it is creating a Committee on the Airport. The Airport lies within the Township of Cavan Monaghan which is within the County of Peterborough. The City has not reached out to either the County or the Township to participate in this Committee. It was suggested this matter be brought forward for discussion to PRLC.

14. Notices of Motion

There were no Notices of Motion.

15. Announcements

There were no Announcements.

Council recessed at 12:28 p.m. and then moved into Closed Session.

Councillor Whelan joined the meeting at 12:37 p.m. during the recess.

16. Closed Session

101-2021

Moved by Councillor Burt
Seconded by Councillor Graham

Be it resolved that under the authority of the Municipal Act, 2001, S.O. 2001, c. 25, s. 239(2) County Council move into closed session at 12:49 p.m. to consider:

(b) personal matters about an identifiable individual, including municipal or local board employees (Municipal employees)

(c) a proposed or pending acquisition or disposition of land by the municipality or local board (Shared facility opportunity)

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Status of ongoing infrastructure rehabilitation project(s)).

Carried

17. Rise from Closed Session

102-2021

Moved by Councillor Amyotte
Seconded by Councillor Burt

Be it resolved that County Council rise from closed session at 2:30 p.m.

Carried

18. Matters Arising from Closed Session

103-2021

Moved by Councillor Clark
Seconded by Councillor Graham

Be it resolved that County Council adopts the Closed Session minutes dated February 3, 2021.

Carried

104-2021

Moved by Councillor Whelan
Seconded by Councillor Senis

Be it resolved that County Council directs staff to commence discussions with the Township of Cavan Monaghan regarding the potential for a shared fire and paramedic facility.

Carried

105-2021

Moved by Councillor Graham
Seconded by Councillor Burt

Be it resolved that County Council directs staff to issue a letter to the City of Peterborough Council, CAO, Commissioners, local MP's and MPP's and the Media in relation to the KPMG Report - Governance Alternatives for Community Housing Development.

Carried

19. By-laws

- a.** A By-law to restrict the weight of vehicles passing over a bridge in the jurisdiction of the County of Peterborough (Refer to Staff Report item 9.a.) (By-law No. 2021-12).
- b.** A By-law to amend By-law No. 2020-51, "A By-law to reduce the existing speed limits on portions of County Road 20 (Selwyn Road) located in the Township of Selwyn and to designate County Road 20 from County Road 18 to County Road 23 as a "Special Character" roadway and a "No Truck" route" (Refer to Staff Report item 9.c.) (By-law No. 2021-13).

106-2021

Moved by Councillor Gerow
Seconded by Councillor Moher

Be it resolved that County Council passes By-laws a. and b. and that these by-laws shall be signed by the Warden and the Clerk and sealed with the Seal of the Corporation.

Carried

20. Confirming By-law

107-2021

Moved by Councillor Amyotte
Seconded by Councillor Bonneau

Be it resolved that County Council passes the confirming by-law to adopt, ratify and confirm the actions of Council at today's meeting in respect to each report, motion, resolution or other action passed and taken by Council and that this confirming by-law shall be signed by the Warden and the Clerk, sealed with the Seal of the Corporation and Numbered.

Carried

21. Adjournment

108-2021

Moved by Councillor Burt
Seconded by Councillor Amyotte

Be it resolved that the County Council meeting adjourn at 2:34 p.m. **Carried**

J. Murray Jones, Warden

Lynn Fawn, Clerk

**Economic Development and Business Committee
Meeting Minutes
Monday, November 23, 2020 at 6:00 p.m.
Township of Selwyn
Zoom meeting**

Present: Andy Mitchell, Mayor for Selwyn Township
Sherry Senis, Deputy Mayor for Selwyn Township
Pat Smith, Paluski Boats & Adventure Outfitters
Fred Koster, Bridgenorth Business Association
Erin McLean, McLean Berry Farms
Rick Hickson, R&J Machine
Dave Cavanagh, Homestead Creative Solutions
Troy Percy, Napa Auto Parts

Regrets: Diana Carter, Style Boutique
Donna Rork, Cottage Toys
Gabi Dragomir, PKED, Rural Economic Development Officer

Staff: Angela Chittick, Manager of Community & Corporate Services
Kari Partridge, Economic Development Coordinator

Chair, Andy Mitchell called the meeting to order at 6:00PM.

Declaration of Pecuniary Interest

None.

1. Deputations and/or Invited Persons

Julie Kellett, Darling Insurance, Commercial Insurance Representative attended the meeting to provide an overview of the insurance market and answer Committee members questions. Some points of interest:

- The rate changes to insurance were introduced prior to the COVID-19 Crisis
- Insurance is a hard market and premium increases have affected all sectors
- Fraudulent behaviour has been a challenge for the insurance industry
- Low interest rates have reduced investment income
- Large increase in weather related claims (forest fires, flooding)

Julie offered the following tips to help manage premium increases:

- Review all of your areas of business, assets and risk management practices with your insurance broker and use the broker to help guide you and develop an individual plan for your business.

- Gross receipts may affect insurance premiums – businesses may be selling a quality product that is impacting gross receipts.

Committee members asked about subscription insurance, business interruption insurance, and insurance on older buildings not being underwritten

- Subscription insurance – uses multiple insurance companies to share the risk. The lead subscriber is who you deal with for a claim
- Business interruption insurance – Julie advised that insurance companies did not anticipate a pandemic when offering this product and that they are now adding it as an exclusion because of COVID
- Some insurance companies are not insuring older buildings – for some companies 40 years old is too old. Julie recommends showing that the building has been upgraded. Brokers may need to shop around to find another insurer.

Andy thanked Julie for attending the meeting and providing valuable information.

MPP Dave Smith attended the meeting and participated in a Q&A session

- Committee discussed the challenges with the Planning Act. An example of the differences between developing in a settlement areas vs. a rural settlement area .
The MPP asked for further information related to this issue so that further action could be taken on this matter.
- Committee discussed – Affordable Housing/ Granny flats – limitation for those on a private road (not municipally maintained). People would like to participate but they can't. Can anything be done?

MPP's response:

- An advisory team was developed for this legislation, which MPP Smith was a part of.
- Discussions/concerns were raised regarding unassumed roads/regions and the ability to maintain them for safety reasons. That is why the legislation was created the way it was.
- Will bring forward to AMO for input to get the municipal perspective
- Committee Discussed – severance of land – why does another municipality have severances but Selwyn seems to have more limitations?

MPP's response:

- If it is an area where Prime Agriculture has been designated, severances are not permitted – this applies throughout the Province. The Province does not want farm land turned into residential areas. Some municipalities have little to no Prime Ag so severances would be available.

- Many properties in Selwyn have been designated as agriculture and there are areas that have Prime Agriculture designations.
- Committee discussed – COVID-19 and the impact on the business community. What is your perspective on trying to balance health protection and allowing for economic activity?
MPP's response:
 - This is a huge challenge. We need to protect long term care homes and ICU capacity. We also don't want to cancel surgeries and other critical treatments. These are very achievable things we can do to prevent COVID spread. A healthy community leads to a healthy economy.
- Committee discussed how business owners are struggling and worrying about their businesses. They expressed their frustrations that people are not shopping local.
MPP's response:
 - Recognizes that businesses are struggling. Businesses are promoting shop local and are adapting to new ways of operating.
- ***Action Item: Kari to send MPP Smith an email with more information regarding Natural Heritage Systems Rural vs Settlement area development needs.***

2. Minutes

The minutes of October 26, 2020 were reviewed for information purposes.

Moved by: Dave Cavanagh Seconded by: Pat Smith

That the EDBC minutes of October 26, 2020 be received for information.

Carried.

3. Question Period

None.

4. Correspondence for Discussion and/or Decision

Information Items

The following information items were received for information purposes:

- a) Connecting all Canadians to high-speed internet
- b) Selwyn Multimedia Campaign Report

- c) ROMA Update – A Path to Better Connectivity
- d) Kawartha Chamber Choose Local! Campaign

Moved by: Erin McLean Seconded by: Fred Koster
That the Correspondence be received for information. Carried.

5. Reports

a) Business News

Committee members provided updates on various businesses in Selwyn Township:

Sherry

- Thirsty Loon – hoping to open Dec 1st – have their liquor license
- Kawartha Home Hardware new Building Supply location in Lakefield is hoping to open within the next month

Fred

- Denturist – coming in the Chemong Medical Centre in late January

Kari

- Country Market planning to open (adjacent to Old Jack and Jill by Overstock)
- New store planning to open in the old Celtic Connections location
- Paluski Boats Ltd. has purchased one of their suppliers Precision Marine Products. Precision Marine Products is known as a first-class manufacturer of injection moulded parts and equipment for the marine industry.
- The Lakefield Farmers' Market will be holding a "Special Holiday Market" on Sunday, December 6th from 10am – 2pm in the Municipal Parking Lot next to the Village Inn in Lakefield.
- At the November 11th, Council meeting, Council approved the physician recruitment incentive grant for Dr. Tory Cuppy. The amount of \$7,500 was approved and paid over a two year period.
- The Township Planner, Jeannette Thompson has provided the Official Plan Maps for the Township. Kari will send to the committee after the meeting.

6. Other, New and Unfinished Business

- a) PKED Update – Gabi was unable to attend

b) Business Re -opening Program – Verbal update

- Kari advised the Committee
 - Completed 4 videos highlighting businesses that participated in the Business Re-opening Program
 - Bridgenorth – Style Boutique
 - Lakefield – FreeFlo
 - Ennismore – Jesse’s Tap and Grill
 - Young’s Point – Young’s Point Personal Fitness
- Business Re-opening Program – Phase 2
 - On October 27th Council approved
 - Program has been fully subscribed
 - 3 businesses currently on the wait list
 - Following up with Businesses with the CIP COVID-19 Pilot Program as an option

c) CIP

- The Township website has been updated with the CIP changes and the new COVID-19 Pilot Grant Program information is available as well.
- Thank you to the Committee for all their work on this project.

d) Invitation for Guests

- Invite sent to Maryam Monsef send a follow up email
- Invite Jeannette Thompson to attend the next meeting regarding OP Maps

Business Item added:

Proposed Water Street reconstruction being considered by Council. Sherry asked for input related to the parking area across from the Canoe and Paddle.

- The area between the dam and the intersection currently has 18 informal parking spots
- Option 1 parking with trail connection would have 16 parking spaces
- Option 2 parking without trail connection would have 21 parking spaces

The Committee indicated their support for Option 2 to maximize as parking spaces as possible in the downtown.

7. Adjournment and Next Meeting

Moved by: Dave Cavanagh ; Second by: Fred Koster

- That the meeting of November 23rd, 2020 be adjourned.

Carried.

Next Meeting

- The next EDBC meeting will be held on **Monday, January 25, 2021** at **6:00 p.m.** using the zoom platform.
- **Note: meeting rescheduled to Feb. 1st**

The Committee meeting adjourned at 7:25p.m.

**Economic Development and Business Committee
Meeting Minutes
Monday, February 1, 2021 at 6:00 p.m.
Township of Selwyn
Zoom meeting**

Present: Andy Mitchell, Mayor for Selwyn Township
Sherry Senis, Deputy Mayor for Selwyn Township
Pat Smith, Paluski Boats & Adventure Outfitters
Fred Koster, Bridgenorth Business Association
Erin McLean, McLean Berry Farms (departed 6:55pm)
Rick Hickson, R&J Machine
Dave Cavanagh, Homestead Creative Solutions
Troy Percy, Napa Auto Parts
Donna Rork, Cottage Toys
Diana Carter, Style Boutique (arrived 6:35pm)

Regrets: Gabi Dragomir, PKED, Rural Economic Development Officer

Staff: Angela Chittick, Manager of Community & Corporate Services
Kari Partridge, Economic Development Coordinator
Jeannette Thompson, Township Planner
Leisha Newton, Economic Development Coordinator (Acting, as of February 8, 2021)

Chair, Andy Mitchell called the meeting to order at 6:02PM.

Declaration of Pecuniary Interest

None.

1. Deputations and/or Invited Persons

Angela Chittick invited Leisha Newton to introduce herself to the committee. Leisha will be joining the Township of Selwyn as the Economic Development Coordinator as of February 8, 2021 while Kari Partridge is off on a maternity leave.

Jeannette Thompson, Planner for the Township of Selwyn attended the meeting to provide an overview for the Official Plan and the Provincial planning process. Every five years, the Township is required to review the Official Plan. Due to both a new Provincial Policy Statement and a new Growth Plan from the Province of Ontario, the Official Plan update has extended well beyond 5 years (the Township's current OP is from 2008). The Township has been developing our new Official Plan, in collaboration with the County of Peterborough and the 8 lower tier Townships, over the last two years. When the new OP is complete, reviews will occur every 10 years.

The following three schedules were discussed, related to official plan designations throughout the rural and urban centres:

- [OP Schedule A1](#)
 - [OP Schedule A1-2](#)
 - [OP Schedule A1-1](#)
-
- The committee inquired about the public consultation process for the Official Plan, and whether this committee would have the opportunity to provide feedback.
 - The committee was advised that the Township and community members can provide feedback on OP policies. The Province will dictate the growth allocation for the County. The County will then determine the growth allocations across all of the 8 Townships.
 - The committee was advised that the County of Peterborough is currently conducting a land needs assessment, which will influence how much land is allocated for commercial and industrial land throughout the township.
 - The growth strategy and land needs assessment is ongoing, with all 8 townships & First Nations involved. This should be wrapped up in April, with the strategies and public engagement within 6 months. The land needs assessment must be completed by July 2022.
-
- ***Action Item: This committee to be informed of the upcoming public consultation process for the OP update.***
 - ***Action Item: Following the implementation of the OP, an update to the Township's Comprehensive Zoning By-law will commence. This committee will have an opportunity to provide input on the update to the Comprehensive Zoning By-law as well.***

2. Minutes

The minutes of November 23, 2020 were reviewed for information purposes.

Moved by: Dave Cavanagh Seconded by: Erin McLean

That the EDBC minutes of November 23, 2020 be received for information.

Carried.

3. Question Period

None.

4. Correspondence for Discussion and/or Decision

Information Items

The following information items were received for information purposes:

- a) [Virtual Town Hall](#)
- b) Contest for [Virtual Town Hall](#) and [Selwyn Township App](#)
- c) [PKED Tourism Resiliency Funding](#)
- d) [Natural Heritage Systems – Rural vs. Settlement](#) (information sent to MPP Smith in response to his attendance at the November 23rd, 2020 meeting)

5. Reports

a) Business News

Committee members provided updates on various businesses in Selwyn Township:

Pat

- Kawartha Bakery was sold to Kawartha Lakes Construction.

Kari

- Before Christmas, sent out a new provincial lockdown info blast.
- Businesses have been doing curb side pick-up, and implementing the same programs as last spring during this second lock down.

Fred

- The house in Heritage Park has been donated to the Bridgenorth Business Committee by Haig Kelly on condition that the BBC maintain the property as part of the park. The tenant is expected to stay on.
- Rallies Restaurant has decided to add pizza to their menu, and it is great!

Sherry

- Noted at the recent ROMA conference that she and the Mayor made a delegation to Minister of Health & Long Term Care on the need for LTC beds allocations and specifically noting the AON Inc. plans for a LTC facility in Lakefield South
- It was also noted that the new e-permitting software that will allow building permit applications to be made on-line has been launched.

- Recruitment for the new Planning Approvals Technician is underway. This position was approved as part of the Building and Planning Review process.

6. Other, New and Unfinished Business

a) PKED Update – Gabi was unable to attend

b) Greening Your Business Sessions - Verbal Update

Kari advised the Committee:

- Anna Currier, Climate Change Coordinator for the Township partnered with the Kawartha Chamber and 2 sessions were held on How to Green your Business
 - 30 different businesses attended one of the 2 sessions
 - Most who attended Session #1 also attended Session #2
 - First session was on Waste Management and Diversion and the second was on Transportation and Energy Conservation
 - Participants were very positive about the sessions
 - 4 local businesses shared their sustainable business practices during the seminars – 2 businesses at each session
 - o Sunblockers:
 - o Nutty Bean:
 - o Summer Roads:
 - o Beachwood Resort:
 - \$160 was contributed to the local business community through gift cards

c) Business Re-opening Program – Verbal update

Kari advised the Committee:

- All money has been allocated
- Assisting 20 businesses in phase 2
- 5 business to still submit their claims – have until March 31st to submit
- 10 businesses on the waiting list

d) CIP - Verbal Update

Kari advised the Committee:

- We have been promoting through our Business e- newsletter and social media account
- We have been receiving lots of inquiries from businesses and businesses are currently working on their applications

e) Invitation for Guests

- Kari reached out to the office of MP Monsef and asked Peter (her assistant) if she can attend the February 22 meeting, possibly to discuss the rail proposal.
- Peter suggested that Kari supply a list of questions in writing, and the Minister's office would respond.
- Kari advised that the committee would prefer to speak directly with the Minister. We are awaiting a response. Kari will follow up.

7. Adjournment and Next Meeting

Moved by: Fred Koster; Second by: Pat Smith

- That the meeting of February 1st, 2021 be adjourned.

Carried.

Next Meeting

- The next EDBC meeting will be held on **Monday, February 22, 2021** at **6:00 p.m.** using the zoom platform.

The Committee meeting adjourned at 7:01p.m.



Township of Selwyn Ward of Lakefield

To: Mayor Andy Mitchell and Members of Council
From: John Lyons, Inspector of Operations
Report Date: Sunday, January 24, 2021
Meeting Date: Tuesday, February 23, 2021
Subject: Q4 Policing Activity Report – Ward of Lakefield

Purpose

This report is prepared to inform Mayor Andy Mitchell and members of Council of the policing activities in the Ward of Lakefield for the fourth quarter of 2020.

Recommendation(s)

That the Board approve the recommendation(s) outlined in this Report, as follows:

Report is to be received, reviewed and filed for future reference.

Matters of Interest

There were ten (10) Criminal Occurrences reported in the fourth quarter of 2020 in Lakefield, this is down (67.7%) from the thirty-one (31) Criminal Occurrences in 2019's fourth quarter.

Of the ten (10) criminal matters, there were two (2) thefts, one (1) theft of motor vehicle, one (1) fraud, one (1) break and enter, two (2) assaults, one (1) sexual assault and two (2) "other" criminal occurrences.

There were also 145 Non-Offence Calls for Service, up 62.9% from the 89 calls as reported in 2019's Q4, the majority of these calls consisted of:

- Alarms (5)
- Community Service (10)
- Domestic/Family Disputes (4)
- Lost or Found Property (3)
- Police Assistance (16)
- Suspicious Person/Vehicle (8)
- Provincial Statutes (MHA) (16), and

- Traffic Complaints (47)

Specialty Unit Requirements

There were no incidents in 2020's fourth quarter that required a Specialty Unit response from the Ontario Provincial Police or Durham Regional Police.

Foot Patrol

There was approximately 35 hours of foot patrol conducted by the Lakefield officers in the fourth quarter of 2020, down due mainly to COVID-19 (social distancing etc.).

It is hoped/anticipated that foot patrol will return to "normal" numbers in 2021.

Community Services

The Police Service's Community Services Unit has officers assigned to the Lakefield schools, with the focus of assisting staff in creating a learning environment that is safe and accepting for all students and staff.

School officers conducted eight (8) specific services/responses to Lakefield Schools and conducted six (6) Lockdown Drills.

Traffic Enforcement

There were nine (9) Traffic Enforcement details conducted by officers in Lakefield during the fourth quarter of 2020, contributing to the total of 358 Provincial Offence Notices issued in 2020. There were 101 Provincial Offence Notices issued in the fourth quarter of 2020 in Lakefield. These details will continue throughout 2021 in addition to RIDE details and other targeted enforcement initiatives.

Traffic enforcement will continue to be a priority.

Clerical

The Police Service continues to staff the Lakefield office during business hours Monday to Friday with clerical staff. This has been impacted/altered by COVID-19. It is anticipated that front counter service to address walk in inquiries/services, the clerical staff processing criminal record applications and other administrative functions like data entry, will resume to "normal" in 2021.

Summary

Lakefield had thirty-two (32) Criminal Code offences reported in 2020. The clearance rate of these offences is 50.0%.

There was a 20.8% overall increase in the Non-Offence Calls for Service when comparing 2020 (494) to 2019 (409).

A complete summary of both Criminal and Non-Offence statistics are attached.

Prepared by: John Lyons, Inspector of Operations
Reviewed by: Tim Farquharson, Deputy Chief of Police
Submitted by: Scott Gilbert, Chief of Police

Criminal Statistics

For zone: 5

Description	Actual Offences Quarterly					Actual Offences Year To Date					% Cleared Quarterly			Percent Cleared Year To Date		
	Q1 2020	Q2 2020	Q3 2020	Q4 2020	%+/-	2017	2018	2019	2020	%+/-	Q2 2020	Q3 2020	Q4 2020	2018	2019	2020
MASTER	8	4	10	10	0.0	75	56	56	32	-42.9	75.0	40.0	50.0	35.7	50.0	50.0
TOTAL HOMICIDE	0	0	0	0	***	0	0	0	0	***	***	***	***	***	***	***
Murder - 1st & 2nd	0	0	0	0	***	0	0	0	0	***						
Attempt Murder	0	0	0	0	***	0	0	0	0	***						
Manslaughter	0	0	0	0	***	0	0	0	0	***						
Other	0	0	0	0	***	0	0	0	0	***						
TOTAL ROBBERY	0	0	0	0	***	1	0	0	0	***	***	***	***	***	***	***
Firearms	0	0	0	0	***	1	0	0	0	***						
Other Offensive Weapons	0	0	0	0	***	0	0	0	0	***						
Other Robbery	0	0	0	0	***	0	0	0	0	***						
TOTAL BREAK AND ENTER	2	0	0	1	***	5	1	7	3	-57.1	***	***	***	***	71.4	***
Business	1	0	0	1	***	3	0	6	2	-66.7						
Residence	1	0	0	0	***	2	1	1	1	0.0						
Other Break and Enter	0	0	0	0	***	0	0	0	0	***						
TOTAL THEFT OF MOTOR VEHICLES	0	0	0	1	***	1	2	0	1	***	***	***	***	***	***	***
Automobiles	0	0	0	1	***	1	1	0	1	***						
Trucks	0	0	0	0	***	0	0	0	0	***						
Motorcycles	0	0	0	0	***	0	1	0	0	***						
Other Motor Vehicles	0	0	0	0	***	0	0	0	0	***						
TOTAL THEFT	2	0	3	2	-33.3	20	19	14	7	-50.0	***	***	50.0	15.8	14.3	14.3
Bicycles	0	0	1	0	***	1	1	2	1	-50.0						
From Motor Vehicles	0	0	0	0	***	11	7	4	0	***						
Shop Lifting	0	0	1	0	***	3	8	3	1	-66.7						
Other Theft	2	0	1	2	100.0	5	3	5	5	0.0						
HAVE STOLEN GOODS	0	0	0	0	***	0	1	2	0	***	***	***	***	100.0	100.0	***

Description	Actual Offences Quarterly					Actual Offences Year To Date					% Cleared Quarterly			Percent Cleared Year To Date		
	Q1 2020	Q2 2020	Q3 2020	Q4 2020	%+/-	2017	2018	2019	2020	%+/-	Q2 2020	Q3 2020	Q4 2020	2018	2019	2020
TOTAL FRAUDS	2	0	3	1	-66.7	6	11	9	6	-33.3	***	***	***	9.1	11.1	***
Credit Cards	0	0	0	0	***	2	4	2	0	***						
Counterfeiting	0	0	0	0	***	1	2	1	0	***						
ATM/Debit	1	0	0	0	***	0	1	1	1	0.0						
Other Frauds	1	0	3	1	-66.7	3	4	5	5	0.0						
PROSTITUTION	0	0	0	0	***	0	0	0	0	***	***	***	***	***	***	***
GAMING AND BETTING	0	0	0	0	***	0	0	0	0	***	***	***	***	***	***	***
TOTAL OFFENSIVE WEAPON	0	0	0	0	***	0	0	0	0	***	***	***	***	***	***	***
Use Firearm	0	0	0	0	***	0	0	0	0	***						
Other Weapons Offences	0	0	0	0	***	0	0	0	0	***						
TOTAL OTHER CRIMINAL CODE	1	2	3	2	-33.3	30	16	17	8	-52.9	***	100.0	50.0	56.3	70.6	87.5
Arson	0	0	0	0	***	0	0	0	0	***						
Bail Violations	0	0	0	0	***	1	3	3	0	***						
Disturbing the Peace	0	0	0	1	***	0	4	2	1	-50.0						
Escape Custody	0	0	0	0	***	0	0	0	0	***						
Indecent Acts	0	0	0	0	***	0	0	0	0	***						
Confinement/Kidnapping	0	0	0	0	***	1	0	0	0	***						
Obstruct Public/Peace Officer	0	0	0	0	***	0	0	0	0	***						
Prisoner Unlawfully At Large	0	0	0	0	***	0	0	0	0	***						
Mischief	1	1	0	0	***	21	5	2	2	0.0						
Criminal Harassment	0	0	1	0	***	0	2	1	1	0.0						
Abduction	0	0	0	0	***	0	0	0	0	***						
Other Criminal Code Driving Offences	0	0	0	0	***	0	0	2	0	***						
Impaired Driving Offences	0	0	0	0	***	3	0	2	0	***						
Other Criminal Code	0	1	2	1	-50.0	4	2	5	4	-20.0						

Description	Actual Offences Quarterly					Actual Offences Year To Date					% Cleared Quarterly			Percent Cleared Year To Date		
	Q1 2020	Q2 2020	Q3 2020	Q4 2020	%+/-	2017	2018	2019	2020	%+/-	Q2 2020	Q3 2020	Q4 2020	2018	2019	2020
TOTAL DRUGS	1	0	0	0	***	2	1	0	1	***	***	***	***	100.0	***	100.0
Heroin	0	0	0	0	***	1	0	0	0	***						
Cocaine	0	0	0	0	***	1	0	0	0	***						
Cannabis	1	0	0	0	***	0	0	0	1	***						
Restricted	0	0	0	0	***	0	0	0	0	***						
Controlled	0	0	0	0	***	0	0	0	0	***						
Other Drugs	0	0	0	0	***	0	1	0	0	***						
FEDERAL STATUTES	0	0	0	0	***	0	0	0	0	***	***	***	***	***	***	***
TOTAL SEX OFFENCES	0	0	0	1	***	4	1	2	1	-50.0	***	***	100.0	100.0	50.0	100.0
Aggravated Sexual Assault	0	0	0	0	***	0	0	0	0	***						
Sexual Assault With Weapon	0	0	0	0	***	0	0	0	0	***						
Sexual Assault	0	0	0	0	***	4	1	1	0	***						
Other Sexual Offences	0	0	0	1	***	0	0	1	1	0.0						
TOTAL ASSAULTS	0	2	1	2	100.0	6	4	5	5	0.0	100.0	100.0	100.0	100.0	100.0	100.0
Aggravated Assault-Level 3	0	0	0	0	***	0	0	0	0	***						
Assault-Level 2/Weapon/Bodily	0	1	0	2	***	0	1	1	3	200.0						
Assault-Level 1/Other Assaults	0	0	0	0	***	3	1	2	0	***						
Assault Police/Public Officers	0	0	0	0	***	1	0	0	0	***						
Domestic Assaults	0	1	1	0	***	2	2	2	2	0.0						

Non Offence Statistics

Non Offence	Non-offences Quarterly					Non-offences Year to Date				
	Q1 2020	Q2 2020	Q3 2020	Q4 2020	%+/-	2017	2018	2019	2020	%+/-
Abandoned Vehicles	0	0	0	1	***	0	0	0	1	***
Alarms	2	14	8	5	-37.5	22	25	26	29	11.5
False Alarm Cancelled	0	2	0	0	***	5	4	1	2	100.0
Animal	0	2	4	0	***	7	14	11	6	-45.5
Community Services	12	3	7	10	42.9	54	52	65	32	-50.8
Dangerous Condition	0	0	0	1	***	3	2	0	1	***
DNA	0	0	0	0	***	0	0	0	0	***
Domestic/Family Disturbance	3	8	13	4	-69.2	37	26	18	28	55.6
Escorts	0	0	0	1	***	0	0	1	1	0.0
Fire/Fire Alarms	0	0	0	0	***	0	1	1	0	***
Insecure Property	0	0	0	0	***	5	5	1	0	***
Landlord/Tenant	1	1	1	1	0.0	0	1	3	4	33.3
Liquor Acts	1	1	1	0	***	3	2	0	3	***
Lost and Found Property	3	5	9	3	-66.7	38	27	14	20	42.9
Missing Persons	0	0	0	0	***	0	0	0	0	***
Missing Persons Located	0	0	0	1	***	5	4	3	1	-66.7
Municipal By-law	0	0	2	1	-50.0	0	0	5	3	-40.0
Neighbour Dispute	3	3	3	4	33.3	5	10	8	13	62.5
Noise Complaints	0	3	12	1	-91.7	21	11	16	16	0.0
Non-Traffic Accident	0	0	0	0	***	1	0	0	0	***
Police Assistance	11	15	13	16	23.1	52	53	36	55	52.8
Police Information	2	4	6	4	-33.3	20	17	11	16	45.5
Prevent Breach of Peace	0	4	1	2	100.0	12	8	3	7	133.3
Property Damage	0	0	0	0	***	2	1	1	0	***
Provincial Statutes (M.H.A.)	0	5	9	16	77.8	4	4	8	30	275.0
Sex Offender Registry	0	0	0	0	***	0	0	0	0	***
Strikes	0	0	0	0	***	0	0	0	0	***
Sudden Deaths	0	2	1	1	0.0	4	3	0	4	***
Suspicious Persons/Vehicle	6	11	8	8	0.0	30	31	43	33	-23.3
Telephone Calls	0	3	4	2	-50.0	12	6	20	9	-55.0
Towed Vehicles	0	0	1	0	***	0	0	0	1	***

Non Offence	Non-offences Quarterly					Non-offences Year to Date				
	Q1 2020	Q2 2020	Q3 2020	Q4 2020	%+/-	2017	2018	2019	2020	%+/-
Traffic Complaints	24	28	35	47	34.3	75	78	79	134	69.6
Traffic Control	0	0	0	1	***	2	5	3	1	-66.7
Calls Involving Youths	1	1	4	4	0.0	19	23	8	10	25.0
Unwanted Persons	2	0	3	0	***	6	5	4	5	25.0
Vehicles Recovered	0	0	0	0	***	1	0	1	0	***
VICLAS	0	0	0	0	***	0	0	0	0	***
Warrants	0	0	0	0	***	1	1	0	0	***
Other Provincial Statutes	1	1	1	4	300.0	1	2	2	7	250.0
Other	3	6	6	7	16.7	19	21	14	22	57.1
CALLS CAN'D / LACK OF MA	0	0	0	0	***	0	2	3	0	***
TOTAL NON-OFFENCES	75	122	152	145	-4.6	466	444	409	494	20.8

Peterborough Police Services Board

February 2, 2021 – Public Minutes

Minutes of the public meeting of the Peterborough Police Services Board held in the Hugh Waddell Boardroom and via Teams.

Members Present:
(Via Teams) Bob Hall, Chair
Les Kariunas, Vice-Chair
Mayor Diane Therrien
Councillor Gary Baldwin
Mrs. Mary ten Doeschate

Also Present:
(In the Boardroom) Scott Gilbert, Chief of Police
Tim Farquharson, Deputy Chief of Police
Niquel Pritchard Pataki, former Executive Assistant
Lisa Wilson, Executive Assistant

Regrets: Councillor Anita Locke, Advisor for Lakefield
Mayor Scott McFadden, Advisor for Cavan Monaghan

1. The Chair called the meeting to order at 3:07 pm.

Also present: Inspector Jamie Hartnett, Inspector John Lyons, Inspector Neil Collins and Tia Nguyen.

2. Approval To Go In-Camera

Moved by Les Kariunas
Seconded by Diane Therrien

That the Peterborough Police Services Board move in-camera to discuss items contained in the agenda package. –
CARRIED

Police Services Act:

35 (4): The board may exclude the public from all or part of a meeting or hearing if it is of the opinion that,

- (a) matters involving public security may be disclosed and, having regard to the circumstances, the desirability of avoiding their disclosure in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public; or
- (b) intimate financial or personal matters or other matters may be disclosed of such a nature, having regard to the circumstances, that the desirability of avoiding their disclosure in the interest of any person affected or in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public. R.S.O. 1990, c. P.15, s. 35.

The Chair reconvened the public meeting at 6:00 pm.

3. Approval of the Agenda

Moved by Mary ten Doeschate
Seconded by Gary Baldwin

That the agenda of the Peterborough Police Services Board meeting of February 2, 2021 be approved as circulated. –
CARRIED

4. A declaration of conflict of interest was not noted.

5. Approval of the Minutes

Moved by Gary Baldwin

Seconded by Les Kariunas

That the Minutes of the January 12, 2021 public meeting be approved as circulated. –

CARRIED

6. Chief's Remarks

Moved by Les Kariunas

Seconded by Mary ten Doeschate

That the Board receive the Chief's verbal remarks. -

CARRIED

Chief Gilbert welcomed Lisa Wilson as the new Board Executive Assistant. He noted that the Service is happy to have PC Sanders back at work.

Chair Hall noted a recent Peterborough Examiner article reporting on the number of opioid related deaths in the City and asked the Chief if he has information to share. The Chief advised that this was the subject of a Covid conference today and the same question was asked of Dr. Salvaterra. All parties involved in the drug strategy have agreed not to divulge numbers related to suspected opioid deaths as the numbers could potentially identify individuals and their private medical information; there are privacy rights that we and others have to respect.

The Chief further noted that this has been an issue last year and previous; it takes several months to get reports back from the Coroner and Centre for Forensic Sciences to identify cause of death and often the cause may be something other than opioid overdose (ie: heart attack or natural causes). The process of public reporting is a work in progress.

7. Chair's Remarks

Moved by Mary ten Doeschate

Seconded by Gary Baldwin

That the Board receive the Chair's verbal remarks. -

CARRIED

Chair Hall noted that both the Service and community are being challenged by experiences surrounding Covid and that we have been doing a good job of managing the new criteria prescribed by the Province. The Service's enforcement protocols are being managed in a professional way.

8. Delegations and Presentations

Nil

9. Correspondence

Moved by Mary ten Doeschate

Seconded by Diane Therrien

That the following correspondence be received as one omnibus motion:

a) Ministry of the Solicitor General

- i. Letter dated January 8, 2021 from Mario Di Tommaso, Deputy Solicitor General, Community Safety, extending his appreciation for the leadership of the Board for the past year.
- ii. Memo issued January 12, 2021 re: Declaration of Provincial Emergency under the **Emergency Management and Civil Protection Act**.
- iii. Memo issued January 13, 2021 re: New Orders under the **Emergency Management and Civil Protection Act** and Revised Orders under the **Reopening Ontario Act**.
- iv. Memo issued January 15, 2021 re: Updates Related to the **Emergency Management and Civil Protection Act** and Revised Rules for Areas in Stage 1 under the **Reopening Ontario Act**.
- v. Memo issued January 21, 2021 re: Reporting Enforcement Data under the **Emergency Management and Civil Protection Act** and the **Reopening Ontario Act**.
- vi. Memo issued January 25, 2021 re: Ontario Multi-Disciplinary Case Conference Consortium.
- vii. Memo issued January 25, 2021 re: Basic Constable Training and Senior Specialized Course Fee Increase.
- viii. Memo issued January 25, 2021 re: Basic Constable Training Program – Allocation Request for May 5 – July 29, 2021.
- ix. Memo issued January 26, 2021 re: Operation of Off-Road Vehicles on Municipal Highways.
- x. Memo issued January 26, 2021 re: Publication Bans in Sexual Violence Cases.
- xi. Memo issued January 26, 2021 re: Extension of provincial Emergency under the **Emergency Management and Civil Protection Act**.

b) Blueline

The January edition of Blueline magazine.

c) OIPRD

Letter dated January 19, 2021 from Mario Di Tommaso, Deputy Solicitor General, re: Strip Search Policy Update.

d) Euphoria Wellness Spa

Letter dated January 27, 2021 re: Safety concerns and need for assistance downtown. –

CARRIED

10. 4th Quarter Complaints Statistics

Moved by Mary ten Doeschate
Seconded by Les Kariunas

That the Board receive the 4th Quarter Complaints Statistics report from Inspector Hartnett and Chief Gilbert. –
CARRIED

Inspector Hartnett explained that public complaints have increased by 69%. There is a concern that officers are being highly scrutinized; however, in 25 out of 27 complaints there were no disciplinary or misconduct findings. There has been a decline in internal complaints which could be due to lack of Paid Duty assignments. Inspector Hartnett also noted that there has been a 25% increase in positive feedback from the community.

11. Annual Use of Force Report

Moved by Les Kariunas
Seconded by Mary ten Doeschate

That the Board receive the Use of Force Report for 2020 from Sergeant Branch and Chief Gilbert. –
CARRIED

Chief Gilbert explained that although use of force implies physical contact, it can refer to a variety of things (ie: CEW warning). An increase in CEWs available to patrol officers leads to a higher usage rate but does not necessarily mean full deployment was used. Members are required to re-certify in use of force options every year and part of that includes scenario-based judgement training. Officers are being taught to assess, plan and act while an incident is underway, and an emphasis is placed on engaging in de-escalation. Use of force occurs so infrequently that it speaks volumes to our members' ability to de-escalate and resolve situations peacefully.

12. 2020 Accounting of the Board's Auction Fund Account

Moved by Diane Therrien
Seconded by Mary ten Doeschate

That the Board receive the report from the former Executive Assistant regarding the 2020 account of the Board's Auction Fund Account. –
CARRIED

Niquel Pritchard-Pataki advised the Board that due to Covid, the number of events are down and therefore the number of grant requests are down. Revenue has increased slightly, but still down from 2018.

13. Donation Approval of the CEWs

Moved by Les Kariunas
Seconded by Gary Baldwin

That the Board receive the report from Inspector Lyons regarding Ottawa Police Service's offer to donate 39 X2 TASER CEWs. Further, that the Board approve the donation. –
CARRIED

Chief Gilbert explained that Ottawa Police Service was able to make the donation because they have purchased a newer platform; however, the units are in great shape and we have an aging CEW inventory of X2 TASERS. Currently there are only 23 CEWs in circulation so there is often a delay in shift changes as the afternoon shift has to wait for the previous shift to return to pick up their equipment. This donation will allow for more efficient shift changes and we will now have more units available in reserve. Currently there are 141 uniform members and 86 have been trained in the use of CEWs.

14. Policy/Planning Committee
Staffing Study

Moved by Les Kariunas
Seconded by Mary ten Doeschate

That the Board receive and approve the terms of reference for the Staffing Study.-
CARRIED

Les Kariunas provided the following additional information and clarification in response to Councillor Baldwin's questions:

- The committee is not yet engaged fully – currently it is the Chief, Mayor Therrien, Niquel Pritchard-Pataki/Lisa Wilson and Tia Nguyen, but there will be a number of other people.
- The timetable was built upon the budget timeline. It is very aggressive, but the committee is hoping to stick by it.
- The study involves a 5-year planning process and findings will be looked at over 5 years. It will also look at the alignment of uniform and civilian positions, how well they work together, shared resources with other forces and external revenue sources to add revenue streams.
- Cost impacts will have to be assessed over the next 5 years.

15. Occupational Health and Safety Committee

Moved by Diane Therrien
Seconded by Gary Baldwin

That the Board receive the Minutes from the December 14, 2020 meeting of the Occupational Health and Safety Committee. –
CARRIED

The Chair recessed the public meeting at 6:51 pm and the Board returned to closed session.

The Chair reconvened the public session at 8:50 pm.

16. Ratification and Adjournment

Moved by Les Kariunas
Seconded by Diane Therrien

That the Board ratify all actions of today's date and the public meeting be adjourned at 8:50 pm. –
CARRIED

Read and approved this 24th day of February, 2021.

Lisa Wilson, Executive Assistant

Bob Hall, Chair

Minutes

Trail Advisory Committee
Monday, February 8, 2021
Township of Selwyn

**** Members and staff participated virtually****

Present: David Walsh
Yvonne Spradbrow
Ian Deslauriers
Gerry Herron
Tony Davidson

Staff: Mike Richardson, Recreation Manager
Tania Goncalves, Deputy Clerk

Call to Order

Yvonne Spradbrow called the meeting to order at 2:30 PM.

Declaration of Pecuniary Interest

None

1. Deputations and/or Invited Persons

None.

2. Minutes

Committee members received the minutes of the November 8, 2020 meeting for information.

3. Question Period

None

4. Correspondence for Discussion and/or Decision

None

5. Reports/Updates

a) Committee Recruitment Update

Mike updated the Committee on Bruce Bellchambers resignation from the Committee. Committee members expressed their regret for losing such a valuable Committee member. Yvonne requested that a letter of thanks be sent to Bruce in recognition of his years of service.

Mike also noted that the recruitment process was successful in recruiting two qualified Committee members. Council will be reviewing the recommendation to recruit both applicants at the February 9 Council meeting.

b) General COVID 19 update and General Q&A

Mike reviewed the many operational changes as a result of Provincial COVID19 regulations. Committee members asked a series of questions.

c) Fairbairn Trail (Phase 2) – EIS Report

COVID 19 has delayed the EIS Report – Staff is hopeful to have something shortly.

d) Ennismore Waterfront Park – Heritage Trail

Ian proposed various changes to the Ennismore Trail in hopes to improve the user experience. The Committee agreed to meet onsite to review the proposed changes and signage needs.

Ian also introduced the idea of partnering with the Ennismore Garden Club to develop a “Secret Garden” at the location of the Barn. To be further discussed during the site tour.

Trail walk is scheduled for February 12 at 10 am at the Ennismore Waterfront Park.

e) BEL Rotary Trail - parking concerns

The Committee reviewed the email that was received regarding parking concerns at the BEL Rotary Trail included the number of vehicles that park along the road side creating safety concerns. Unfortunately, the property presents logistical challenges and additional parking cannot be accommodated. Mike advised that “no parking signs” can be placed along the road however, the Township does not have the manpower to patrol and/or enforce no parking. Mike will follow-up with the complainant.

Yvonne noted that the parking lot is often icy making it difficult to walk on. Mike advised that Staff will place a bucket of sand onsite for users to access if needed.

Gerry requested that the Smith-Ennismore Police Services Board review the road to determine if we have any stats on file regarding any speeding issues. Tania will bring forward to the Board.

f) Lakefield Trail – 20th Anniversary

Mike advised that the Lakefield Trail Committee is looking at two major projects in celebration of their 20th Anniversary.

1. Signage improvements and implementations of QR Codes
2. Fundraising for Smith Street extension and boardwalk improvements

David advised that they have recruited a number of new members with lots of new fresh ideas. David also noted that the Lakefield Trail Committee will be treating the ash trees again this year.

g) Lakefield Campground Report

Mike provided the Committee with a high level review of his report and noted that Montieth Brown will conduct a community outreach program in the spring to gather options and thoughts regarding the use of the Lakefield Campground property. Mike advised that Committee members will be part of the stakeholder consultation.

h) Municipal Services Guide

Tania requested that Committee members review the 2020 Guide and provide any suggestions/feedback for the 2021 Guide as soon as possible. Tania also advised that the publication will be posted online only and that there will be no printed copies this year due to COVID19.

i) AllTrails

Tania briefly reviewed the feedback posted on the AllTrails website pertaining to various Township Trails.

6. Adjournment and Next Meeting

- The Committee's next regular meeting will be April 5 at 2:30 pm

The Trails Committee meeting adjourned at 3:40 pm.

**Township of Selwyn Municipal
Heritage Committee Minutes
Thursday, February 18, 2021 at 5:00 pm**

Electronic Participation by Committee Members and Staff

Present: Stephen Gavard
Anita Locke, Councillor
James (Jim) Forrester
Grant Murphy
Robert Lamarre, Manager of Building and Planning
Tania Goncalves, Deputy Clerk

1. Call to Order

Chair Stephen Gavard called the meeting to order at 5:01 pm.

2. Declaration of Pecuniary Interest

None.

3. Deputations/Presentations

None.

4. Minutes

None.

5. Correspondence

None.

6. New or Unfinished Business

44 Bridge Street

The Committee held a special meeting to discuss the potential designation of 44 Bridge Street (Lakefield Ward). Committee members discussed the Designation Brief that was prepared by Heritage Planner Emily Turner. All Committee members and one staff member were tasked with reviewing the Brief and evaluating the structures cultural or heritage value or interest using the Township's Heritage Building Evaluation Score Sheet.

Resolution No. 2021 – 006 – 44 Bridge Street – Intent to Designate

Grant Murphy – Anita Locke –

Whereas the Municipal Heritage Committee (MHC) reviewed and score the Heritage Designation Brief for 44 Bridge Street, Lakefield; and

Whereas the overall average score for the building based upon the evaluation criteria was 82% putting the structure into “Category A” in the scale of designation categories; and

Whereas “Category A” properties are defined as “*individually outstanding and have the broadest heritage significance by virtue of architectural, historical, and environmental criteria.*” and

Whereas “Category A” properties are of the highest priority for heritage designation, the MHC recommends to the Council of the Township of Selwyn as follows:

That Council designate the property at 44 Bridge Street in Lakefield as a heritage property under Part IV, Section 29 of the Ontario Heritage Act (R.S.O. 1990, c.O.18) being of “cultural heritage value or interest”; and

That Council’s intention to designate be advertised in a newspaper having general circulation in the municipality as per the Ontario Heritage Act R.S.O. 1990, c.O.18, s.31; and

That the owners of the property to be designated, and the Ontario Heritage Trust, be served with a Notice of Intention to Designate as per the Ontario Heritage Act R.S.O. 1990, c.O.18, s.29 (3).

Carried.

7. Next Meeting – February 25 at 5:00 PM

8. Adjournment –

Resolution No. 2021-007 – Adjournment

Grant Murphy – Anita Locke –

That the meeting be adjourned. (5:25 PM)

Carried.

**Township of Selwyn Municipal
Heritage Committee Minutes
Thursday, February 25, 2021 at 5:00 pm**

Electronic Participation by Committee Members and Staff

Present: Stephen Gavard
Anita Locke, Councillor
James (Jim) Forrester
Grant Murphy (arrived at 5:22 pm)
Robert Lamarre, Manager of Building and Planning
Tania Goncalves, Deputy Clerk

1. Call to Order

Chair Stephen Gavard called the meeting to order at 5:05 pm.

The Committee deferred the Election of Officers until Grant Murphy returned to the meeting.

Rob advised the Committee that Council passed a resolution on February 23, 2021 in support of the Committees recommendation to proceed with an Intent to Designate 44 Bridge Street. Rob discussed the next steps which include advertising the Intent to Designate, corresponding with the property owner and the Ontario Heritage Trust.

2. Election of Officers

Tania called for Nominations for the position of Chair.

Resolution No. 2021-009 – Appointment of Chair

Councillor Anita Locke – Jim Forrester –
That Stephen Gavard be appointed Chair.

Carried.

Tania called for Nominations for the position of Vice-Chair

Resolution No. 2021-010 – Appointment of Vice-Chair

Councillor Anita Locke – Jim Forrester –
That Grant Murphy be appointed Vice-Chair.

Carried.

3. Declaration of Pecuniary Interest

None.

4. Minutes

Resolution No. 2021-011 – Minutes

Grant Murphy – James Forrester –

That the minutes of the regular meeting of January 13, 2021 and special meeting of February 18, 2021 be approved.

Carried.

5. Deputations/Presentations

None.

6. Correspondence

The Trent Valley Archives – January 2021 eNewsletter and the Heritage Gazette – February 2021 newsletter was distributed for information.

7. New or Unfinished Business

Proposed Properties for the Register

The Committee reviewed the consolidated spreadsheet which included 40 potential new properties for the register. It was noted that some additional detail is required for some of the proposed properties. Committee members agreed to gather the necessary information for the March Committee meeting.

8. Next Meeting – March 25, 2021 at 5PM

9. Adjournment

Resolution No. 2021-012 – Adjournment

Anita Locke – James Forrester –
That the meeting be adjourned at 6:12 PM

Carried.