



LUCAN BIDDULPH COUNCIL AGENDA

TUESDAY, APRIL 20, 2021 5:30 PM
Lucan Biddulph Township Office
270 Main Street P.O. Box 190 Lucan, ON

AGENDA

MEETING TO BE HELD ELECTRONICALLY. THE MEETING WILL BE AVAILABLE AS FOLLOWS AT 5:30 P.M. ON APRIL 20, 2021

https://www.youtube.com/channel/UCeA4Y0M03UFY2O_nbymnWHg

1. **Call to Order**

2. **Disclosure of Pecuniary Interest & Nature Thereof**

The Municipal Conflict of Interest Act requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the Act.

3. **Announcements**

4. **5:30 p.m. Closed Session**

(Note: Resolution required for the Council to adjourn its regular meeting in order to conduct a closed session Pursuant to Section 239 (2) (e) of the Municipal Act)

- a. Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;

(Note: Resolution required for the Council to reconvene its regular meeting.)

5. **6:00 p.m. Public Meetings**

(Note: Resolution required for the Council to adjourn its regular meeting in order to sit as a Committee of Adjustment under the Planning Act.)

- a) Consent Application B-15-2021 and B-3-2021

Moray and Joan Watson, Owner

Steve Thomas, Agent

33799 Stonehouse Line, Granton, ON

[PL-10-2021 - Consent Appl \(B-15 2020 & B-3-2021\) - 33799 Stonehouse Line](#)

- b) Consent Application B-2-2021

Mike Bast and Jodi Lynn Simons, Owner

175 Stanley Street, Lucan, ON

[PL-12-2021 - Consent Appl \(B-2-2021\) 175 Stanley Street, Lucan](#)

- c) Minor Variance Application A-2-2021
Roy Bissonnette, Owner
35025 Saintsbury Line, Lucan, ON
[PL-09-2021 - Minor Variance Appl \(A-2-2021\) - 35025 Saintsbury Line \(Bissonnette\)](#)

(Note: Resolution required for the Council to reconvene its regular meeting.)

6. Delegations, Presentations & Petitions

- a. Leigh Robinson, Supervisor (Lucan Library Branch)
[Supporting our Communities - MINDS Crisis Shuttle](#)
- b. Josh Smith, Community Navigator (Middlesex Library)
Pauline Andrew, Manager – Social Services
[Community Navigator Presentation - Middlesex County Library](#)

7. Adoption of Minutes

[Special Meeting Minutes - Apr 12 2021](#)

8. Business Arising From the Minutes

[BA Apr 21 2021](#)

9. Correspondence

- 9.1 [Resolution - Township of Hudson - Support for Fire Departments](#)
- 9.2 Balance of Communications:
- a. [Letter from Honourable Ernie Hardeman](#)
- b. [Memo from Ministry of Municipal Affairs and Housing re Declaration of Provincial Emergency](#)
- c. [MPAC Annual Report 2020](#)
- d. [MLSX BOH Update for March 2021](#)
- e. [AGCO - Reforms to support Ontario liquor manufacturers and delivery services](#)
- f. [ABCA News Release - Conservationist of the Year Award](#)
- g. [ABCA Agenda Apr 15 and BOD Meeting Notes Mar 18](#)
- h. [Resolution - Town of Amherstburg - Support for Universal Paid Sick Days in Ontario](#)
- i. [Resolution - Town of Caledon - Support for 988, a 3-digit Suicide and Crisis Prevention Hotline](#)
- k. [Resolution - Zorra Township - Joint and Several Liability](#)
- l. [Resolution Town of Amherstburg - Request for Amendments to the Agricultural Tile Drainage Installation Act](#)
- m. [Resolution - Twp of Springwater - Clean Fuel Standards](#)
- n. [Support Resolution - Town of Orangeville -Bill 257, Schedule C](#)
- o. [Support Resolution - Twp of Augusta - Ontario Fire College Closure](#)
- p. [AMO Watchfile Apr 8](#) [AMO Watchfile Apr 15](#)

10. Committee Reports

- a) CEDC
- b) Bluewater Recycling
- c) Lake Huron
- d) Fire Boards
- e) ABCA
- f) UTRCA
- g) Parks & Recreation - [PRAC Minutes \(Draft\) - April 7, 2021](#)

11. Staff Reports

- a) CAO/Clerks Office
- b) Building/By-law Enforcement
- c) Finance
 - [FIN-06-2021 Reserves Summary](#)
 - [FIN-07-2021 Budget to Actual March 2021](#)
- d) Planning
 - [PL-08-2021 - Lucan Biddulph 2020 Annual Planning Update](#)
 - [PL-11-2021 Site Plan Approval \(SPA-1-2021\) - 1005 Heenan Court](#)
- e) Public Works
 - [HS-01-2021 - Health and Safety Procedure Update](#)
- f) Parks & Recreation
- g) Economic Development
 - [EDC-04-2021 Re Public Urbanism Report - Adoption of Lucan Biddulph CIP
Lucan Biddulph Community Improvement Plan \(CIP\) Final](#)
 - [EDC-05-2021 Temporary Office space for Dr Mia Viguera](#)

12. Councillor's Comments

13. Changes to Budget

14. Notice of Motions

15. Motions and Accounts

[Accounts Paid - March 2021](#)

[Motions - April 20 2021](#)

16. By-laws

[27-2021 - Designation of CIPA & Adoption of CIP](#)

[28-2021 OPA 9 - Community Improvement Plan](#)

[29-2021 Execution of Site Plan Agreement - Vandermolen](#)

[30-2021 Confirming](#)

17. Adjournment



**Planning Department
County of Middlesex
399 Ridout Street North
London, ON N6A 2P1
(519) 434-7321 (fax) 434-0638
www.middlesex.ca**

MEETING DATE: April 20, 2021

REPORT

TO: Committee of Adjustment and Council
Township of Lucan Biddulph

FROM: Dan FitzGerald, Planner

RE: **Applications for Consent (B-15/2020) and (B-3/2021), 33799 Stonehouse Line**

Purpose:

The purpose of this report is to provide the Committee of Adjustment with a recommendation in regards to an application for a consent to establish an easement (B-3/2021) and consent to sever (B-15/2020) a surplus farm dwelling on a farm that is located on the west side of Stonehouse Line, south of the intersection at Stonehouse Line and Observatory Drive.

A location map is included as Attachment 1.

Background (see Figure 1):

The purpose and effect of Consent Application B-15/2020 is to sever a farm dwelling from a farm as deemed surplus by the applicant. The subject property is approximately a 41.4 hectare (102.3 acre) farm parcel located on the west side of Stonehouse Line, south of the intersection at Stonehouse Line and Observatory Drive, and is legally described as as Lot 32, Concession 10, in the Township of Lucan Biddulph, County of Middlesex. The lands are designated 'Agricultural Area' according to the County of Middlesex, 'Agricultural' in the Township Official Plan and zoned General Agricultural (A1) Zone according to the Township Zoning By-law.

The applicant is requesting to sever a portion of lands with a frontage of approximately 79.68 metres (261.4 feet) along Stonehouse Line and an area of approximately 0.9 hectares (2.2 acres) of land occupied by single detached dwelling, a detached accessory structure, as well as sanitary services and well. The lot to be retained would have an approximate frontage of 328.44 metres (1,077.5 feet) off Stonehouse Line and an area of 40.3 hectares (99.5 acres). The retained lands primarily contain agricultural lands in crop production, as well as forested areas and ponds established by the owners.

The application and Planner's Report was previously reviewed by Committee on December 15, 2020 where the applicant was requesting a 'reverse' surplus farm dwelling severance with a proposed lot size of approximately 4.8 hectares (11.8 acres). Committee adopted a recommendation to defer the

Committee of Adjustment Report
 Applications for Consent (B-15/2020) & (B-3/2021) 2
 Moray and Joan Watson (Owner) – Steve Thomas (Agent)

application until such time as the applicant was able to demonstrate that a farm consolidation is occurring, and to limit the severance land area to the maximum permissible size in Lucan Biddulph’s Comprehensive Zoning By-law’s Surplus Dwelling (SD) Zone. The owner has since entered into a purchase and sale agreement with Mr. Thomas, who is capable of meeting the requirements for a consolidation. Additionally, the revised application and request would meet the maximum permissible size for a lot resulting for a severance surplus to a farm operation as a result of consolidation application. See the attached revised proposal for severance sketch provided by the applicant.

The proposal is summarized below:

	‘Severed Lands – House’	‘Retained Lands – Farm’
Lot Frontage	79.68 metres (261.4 feet) - Stonehouse Line	328.44 metres (1,077.5 feet) – Stonehouse Line
Lot Area	0.9 hectares (2.2 acres)	40.3 hectares (99.5 acres)

The purpose and effect of Consent Application B-3/2021 would be to establish a permanent easement across a portion of the agricultural field in crop production, to accommodate an existing geothermal system designed to service the residential portion of the lands. As proposed, the easement would be approximately 39.25 metres (128.7 feet) in width by 99.82 metres (327.5 feet) in depth, and would be approximately 0.4 hectares (0.98 acres) in area. The proposed area is west of Stonehouse Line, abutting the south boarder of the proposed severance land.

The surrounding land uses are predominantly agricultural in nature. A forested portion of the lands located along the south and east property boundaries that would be severed are identified as part of the Middlesex Natural Heritage Systems Study (MNHSS). Additionally, a portion of the lands at the rear of the proposed remnant lands along the west area of the property is also identified as part the MNHSS, and a portion of said area is also regulated by the Upper Thames River Conservation Authority.

Policy and Regulation Background

The subject lands are located within a ‘Prime Agricultural Area’ as defined by the 2020 Provincial Policy Statement and within the ‘Agricultural’ designation of the County and Township Official Plan’s.

The subject lands are zoned General Agricultural (A1) Zone according to the Township Zoning By-law.

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Provincial Policy Statement (PPS)

According to Section 3 of the Planning Act, as amended, decisions made by planning authorities “shall be consistent with” the PPS. The principal policies of the PPS that are applicable to the proposed development include:

Section 2.3.4.1(c) of the PPS directs that lot creation may be permitted for a residence surplus to a farming operation as a result of farm consolidation, provided the new lot is limited to a minimum size needed to accommodate the use and appropriate sewage and water services, and new residential dwellings are prohibited on the remnant parcel of farmland.

Section 2.3.4.3 states the creation of new residential lots in prime agricultural areas shall not be permitted, except in accordance with policy 2.3.4.1(c).

County of Middlesex Official Plan:

The principal policies of the County of Middlesex’s Official Plan that are applicable to the proposed development include:

Section 4.5.3.4(a) of the Plan indicates that consents to sever a residence surplus to a farming operation as a result of farm consolidation may be permitted, provided the residence was built prior to January 1, 1999 and that the new residential dwellings are prohibited on any vacant remnant parcel of farmland created by the severance.

Township of Lucan Biddulph Official Plan

Section 3.1.1.10 of the Township of Lucan Biddulph Official Plan states that dwellings considered surplus to a farming operation as a result of farm consolidation, meaning the acquisition of farm parcels to be operated as one farm operation, may be severed from the balance of the farm subject to the following criteria:

- a) The surplus dwelling shall have been in existence as of January 1st, 1999 and in a sound and reasonable state of condition to permit human habitation.
- b) The remaining farmland shall be zoned agricultural and new dwelling shall be prohibited.
- c) Farm buildings and structures deemed surplus to the needs of the farm, which may be incompatible with the disposal of a surplus dwelling, may be required to be demolished or removed as a condition of consent, or retained and decommissioned of any livestock barn or the facilitation of manure storage for livestock purposes.
- d) The dwelling shall not be severed from the farm where it may have a detrimental impact on the operation, expansion or flexibility of any nearby livestock operation.
- e) An agreement shall be entered into and registered on title advising future owners of the potential for odours and similar adverse impacts arising from neighbouring farm operations despite the fact that such operations may be operating in accordance with normal farm practices.

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- f) An adequate water supply be available to service the dwelling to the satisfaction of the Township.
- g) Sanitary waste disposal systems must be available to service the dwelling an upgraded to current standards, and wholly contained on the proposed lot in accordance with the required setbacks to the satisfaction of the Township.
- h) Vehicular access shall be available or made available from a public highway or public road of reasonable construction and maintenance.
- i) The frontage and size of the proposed lot shall be suitable for the purpose intended and shall generally only be a large as necessary to accommodate an on-site water and sanitary waste disposal system. The lot shall be a regular shape and the loss of productive farm land shall be minimized, while ensuring the requirements of the Zoning By-law are met. An amendment to the By-law shall be required.

Township of Lucan Biddulph Zoning By-law No. 100-2003

Current Zone: The existing 'General Agricultural (A1) Zone' permits generally agricultural and requires a minimum lot area of 40 ha and a minimum lot frontage of 150 m.

Analysis:

The Provincial Policy Statement (PPS), County Official Plan and Township Official Plan generally permit lot creation in agricultural areas for a dwelling surplus to a farming operation as a result of farm consolidation. This is subject to evaluation criteria, including but not limited to, the dwelling being habitable and in existence as of January 1, 1999.

Consolidation means the acquisition of additional farm parcels to be operated as one farming operation. While the owner does not own additional farms, the applicant Steve Thomas, acting as agent, has entered into a purchase and sale agreement with the current owner. Mr Thomas owns an existing farm operation and qualifies for a severance of a surplus residences as a result of a farm consolidation. The residence in this instance is considered surplus to Mr Thomas' operation. A condition has been added to the provisional consent requiring the lands to be specifically transferred to Mr. Thomas as the qualified individual. As such staff are satisfied that a consolidation would occur via conditions of consent.

Township records show the house was constructed prior to 1880, is structurally sound and currently occupied. The existing residence is on a private well and septic system. The severance as proposed would maintain all required services on the subject lands, aside from the geothermal system. The applicant is also requesting to maintain the existing accessory building on the lands as shown on the attached location map. Appropriate conditions have been added to reflect the Building Department's requirements.

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Applications for Consent (B-15/2020) & (B-3/2021) 5
Moray and Joan Watson (Owner) – Steve Thomas (Agent)

The application for an easement is considered appropriate as it will serve to maintain an existing geothermal system to heat the residential property, while not removing agricultural lands from crop production. As such Planning Staff is satisfied that the requested easement is considered good land use planning.

As a condition of provisional consent, the applicant will be required to apply for and successfully receive a zoning by-law amendment to rezone the severed land to a Surplus Dwelling (SD) Zone, and the remnant farmland to an Agricultural (A3) Zone, removing the ability of the applicant to build another residence on the land. As such, the proposal is capable of complying with the Township Zoning By-law.

Given the above, Planning Staff is satisfied that the foregoing tests contained in the Provincial Policy Statement, County Official Plan and Township Official Plan have been satisfied, or are capable of being met through conditions of consent, and that farm consolidation is achieved, rendering the residence surplus to a farming operation, and that the requested easement for the purpose of accommodating a private service is appropriate.

Consultation:

Notice of the application has been circulated to agencies, as well as property owners in accordance to the requirements of the Planning Act. The following comments were received:

Agency Comments

1. Upper Thames River Conservation Authority: the UTRCA originally noted that they did not object to the application for consent but noted it was unclear how the applicant is consistent with 2.3.4.1 c) 1, given the large lot size being proposed. However, based on the revised proposal, they have no further comment.
2. Hydro One:
No comments or concerns at this time.
3. Chief Building Official stated that should the committee of adjustment approve this application; they recommend the following conditions:
 - That the applicant confirms to the satisfaction of the municipality, that the septic system will be wholly contained and a 100 % contingency area is available.
 - That the accessory building behind the house either be removed or altered in such a way, through a building permit, that it would no longer be suitable for housing livestock to the satisfaction of the municipal building department. This is required because currently the buildings would not meet the minimum separation requirements to the dwelling.
 - That the accessory building be confirmed to meet residential standards outlined in the OBC, to the satisfaction of the CBO.
 - That any dug wells not in use on the property be removed to the satisfaction of the municipality.

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Moray and Joan Watson (Owner) – Steve Thomas (Agent)

- That the hydro service, if required, be re-routed to be fully contained on the separate parcels of land.
- That an address be assigned and number erected for the retained agricultural parcel.
- Subject lands to have any/all concrete and construction debris removed and site to be confirmed to meet Tidy Yard By-law

Public Comments

At the time of writing the report, no formal written comments have been received from the public regarding the proposal. However, Planning notes that at the original public meeting, the public noted opposition to the proposal. Planning Staff did not receive additional correspondence from the public since the amended severance request was circulated.

Consent Recommendation:

THAT consent application B-15/2020 and B-3/2021 for a surplus farm dwelling and servicing easement consent submitted by Steve Thomas, on behalf of Joan and Moray Watson for lands legally described as Lot 32, Concession 10, in the Township of Lucan Biddulph, County of Middlesex and known municipally as 33799 Stonehouse Line, **BE GRANTED**.

FURTHER THAT Consent B-15/2020 be subject to the following conditions:

1. That the Certificate of Consent under Section 53(42) of the Planning Act be issued within one year of the date of the notice of decision.
2. That the lands being conveyed be rezoned to a Surplus Dwelling (SD) Zone to permit their size and use for residential purposes.
3. That the lands being retained be rezoned to Agricultural (A3) Zone to prohibit any new residential use.
4. That the applicant confirms, to the satisfaction of the Township, that the septic system will be wholly contained on the lands being conveyed in accordance with Ontario Building Code requirements and that a 100 percent contingency area be shown to exist on same.
5. That the applicant initiate and assume, if required, all engineering costs associated with the preparation of revised assessment schedule(s) for any municipal drain having jurisdiction in accordance with the Drainage Act, as amended, such costs to be paid in full to the appropriate engineering firm prior to submitting a registered copy of the transfer.
6. That the taxes on the subject lands are paid in full.
7. That the applicant's solicitor submits an Acknowledgment and Direction duly signed by the applicant.
8. That the applicant's solicitor submits an undertaking, in a form satisfactory to the Secretary-Treasurer, to register an electronic transfer of title consistent with the Acknowledgment and Direction and the decision of the Committee of Adjustment.

Committee of Adjustment Report

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Moray and Joan Watson (Owner) – Steve Thomas (Agent)

9. That the Owner enter into a severance agreement with the Municipality in order to advise future Owner(s) of the severed lot of Consent B-15/2020 of normal farm practices occurring in the area as outlined in the Farming and Food Production Act, 1998, as amended.
10. That the accessory building located on the severed lands be removed or altered in such a way, through a building permit, that it would no longer be suitable for housing livestock to the satisfaction of the municipal building department, thereby ensure no compliance issues with MDS.
11. That the accessory building be confirmed to meet residential standards outlined in the OBC, to the satisfaction of the CBO.
12. That a separate access be established for the farm parcel independent from that of the severed residential lands.
13. That an address be assigned and number erected for the retained agricultural parcel.
14. That the lands be transferred to Steve Thomas or named company under his care and control, thereby ensuring a farm consolidation occurs.
15. That two copies of the reference plan are submitted to the satisfaction of the Township and the Ministry of Transportation.
16. That any dug wells not in use on the property be removed to the satisfaction of the municipality.
17. That the hydro service, if required, be re-routed to be fully contained on the separate parcels of land.
18. That an address be assigned and number erected for the retained agricultural parcel.
19. Subject lands to have any/all concrete and construction debris removed and site to be confirmed to meet Tidy Yard By-law

FURTHER THAT Consent B-03/2021 be subject to the following conditions:

1. That the Certificate of Consent under Section 53(42) of the Planning Act shall be given within one year of the date of the notice of the decision. The request for the Certificate of Consent shall be accompanied by a written submission that details how each of the conditions of severance has been fulfilled.
2. That the fee for the Certificate of Consent be paid in accordance with the Municipality's Fees and Charges By-law.
3. That a draft reference plan be prepared by an Ontario Land Surveyor for the purposes of facilitating the transaction of Consent B-03/2021 and that this plan be approved by the Municipality prior to being deposited with the Land Registry Office.
4. That the Owners' solicitor provide a Transfer in Preparation to the Municipality, together with a deposited reference plan and a Schedule describing the land to be transferred, for the purposes of the issuance of a Certificate of Consent.

Committee of Adjustment Report
Applications for Consent (B-15/2020) & (B-3/2021) 8
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5. That the Owners' solicitor submit an undertaking in a form satisfactory to the Municipality to register an electronic transfer of title consistent with the Consent decision.
6. That any outstanding property taxes for the subject lands of Consent B-03/2021 be paid in full.

Reasons:

Consistency with the Provincial Policy Statement would be maintained;
Conformity with the County of Middlesex Official Plan and the Township of Lucan Biddulph Official Plan would be maintained;
The requirements of the Township of Lucan Biddulph Zoning By-law are capable of being satisfied through an amendment thereto.

This opinion is provided prior to the public meeting and without the benefit of potentially receiving all comments from agencies or members of the public. Should new information arise regarding this proposal prior to or at the public meeting, the Council is advised to take such information into account when considering the application.

Attachments:

1. Subject Location Map
2. Proposed Conveyed Land Plan.

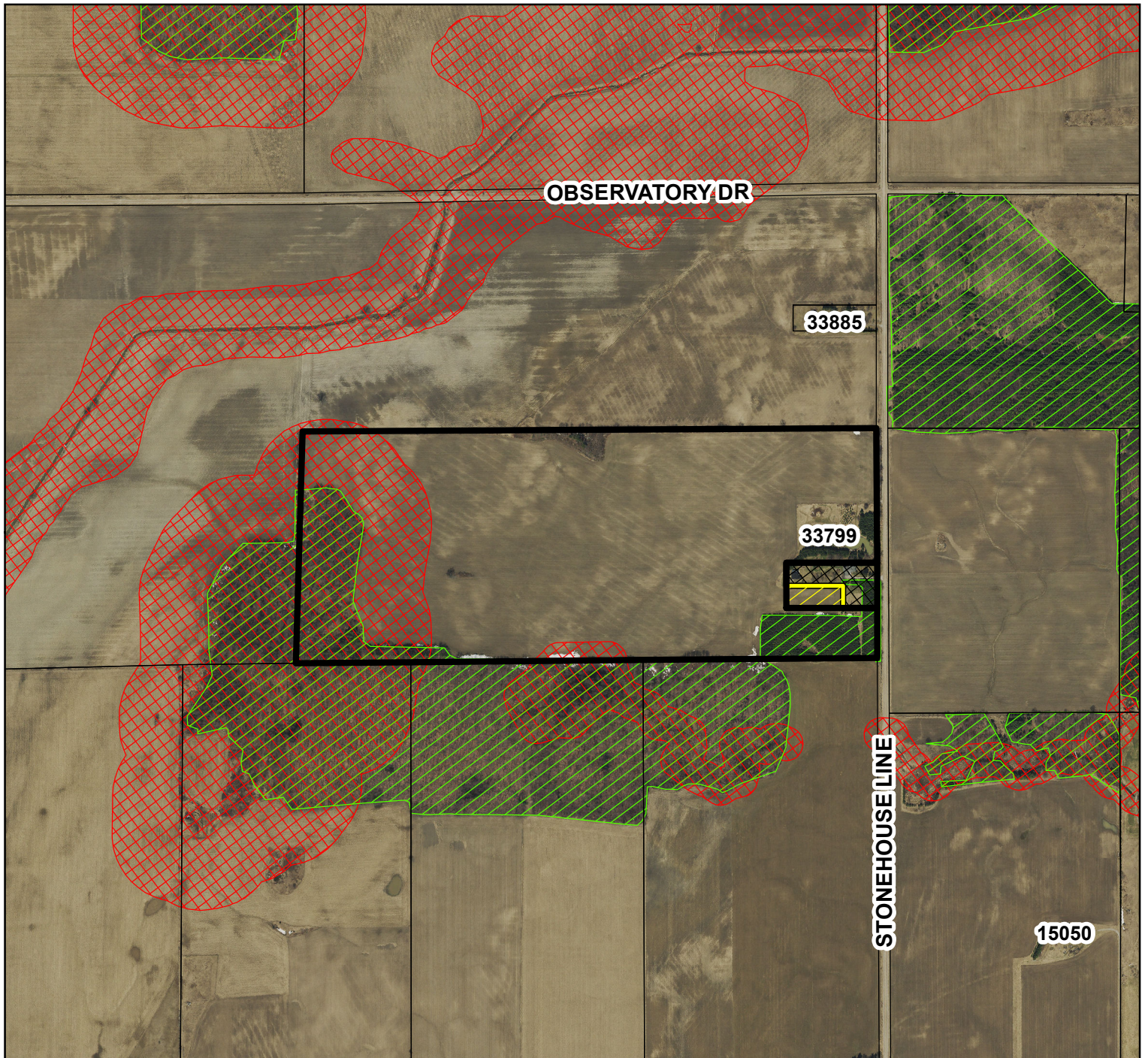
APPLICATION FOR CONSENT: B3-2021

Moray and Joan Watson (Owners)






33799 Stonehouse Line
Township of Lucan Biddulph



Township of LUCAN BIDDULPH
KEY MAP



Published by the County of Middlesex
Planning Department
399 Ridout Street North, London, ON N6A 2P1
(519) 434-7321
March 2021

-  Lands to be retained
-  Lands to be severed
-  Proposed easement
-  Significant Woodlands (MNHS 2014)
-  CA Regulated Area

N
W E
S

1:10,000
0 50 100 150 200 Metres

ORTHOPHOTOGRAPHY: SWOOP 2015

Disclaimer: This map is for illustrative purposes only. Do not rely on it as being a precise indicator of routes, locations of features, nor as a guide to navigation.

SEVERANCE SKETCH
OF PART OF
LOT 32
CONCESSION 10.

(GEOGRAPHIC TOWNSHIP OF BIDDULPH)
NOW IN THE
TOWNSHIP OF LUCAN-BIDDULPH
COUNTY OF MIDDLESEX

SCALE 1:4000
0 16 32 48 64 80 160 240 METRES

MTE OLS LTD.
ONTARIO LAND SURVEYORS

METRIC:

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

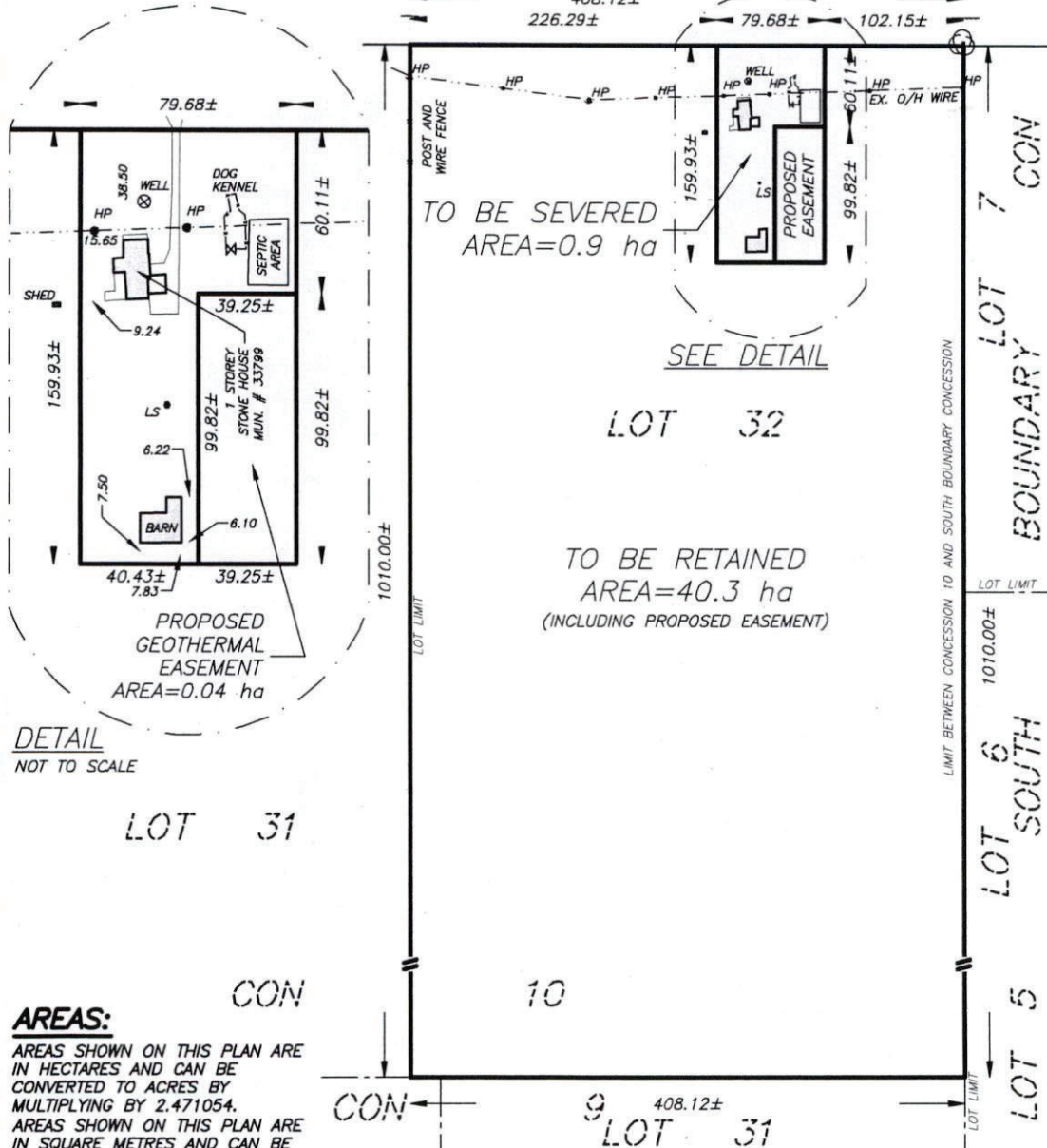
CAUTION:

THIS IS NOT A PLAN OF SURVEY AND
SHALL NOT BE USED EXCEPT FOR THE
PURPOSES INDICATED IN THE TITLE
BLOCK.



STONEHOUSE LINE

ORIGINAL ROAD ALLOWANCE BETWEEN LOTS 7 AND 8
408.12±
226.29± 79.68± 102.15±



DETAIL
NOT TO SCALE

LOT 31

AREAS:

AREAS SHOWN ON THIS PLAN ARE
IN HECTARES AND CAN BE
CONVERTED TO ACRES BY
MULTIPLYING BY 2.471054.

AREAS SHOWN ON THIS PLAN ARE
IN SQUARE METRES AND CAN BE
CONVERTED TO ACRES BY DIVIDING
BY 4046.8564.

THIS SKETCH IS PREPARED FOR HILLS OF DREAMS FARMS

DATE : MARCH 10, 2021

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THE SURVEYOR



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TEL: 519-271-7952

Cad File: P:\P\48784\100\48784-100-SV1.DWG

COGO : 48784-100-UTMGROUND.csv

Drawn By : T. SHULMAN

Checked By : D. REAUME

File No : 48784-100-SV1 (S)



**Planning Department
County of Middlesex
399 Ridout Street North
London, ON N6A 2P1
519.434.7321
www.middlesex.ca**

Meeting Date: April 20, 2021

REPORT

TO: Chair and Members of the Committee of Adjustment and Council
Township of Lucan Biddulph

FROM: Dan FitzGerald MPI, Planner

**RE: Applications for Consent (B-2/2021)
Michael Bast and Jodi Lynn Simons (Owner)
Part of Lot 162, Plan 340, Part 2 of Reference Plan 33R8340, in the Township of Lucan
Biddulph, County of Middlesex.**

Purpose:

The purpose and effect of this application is to convey a parcel of land to support the development of a single detached dwelling on a separate proposed parcel as shown on the attached Key Map.

Background (see attachment 1):

The subject property is a 0.32 hectare (0.79 ac) parcel situated on the east side of Stanley Street, on the south east corner of the intersection at Stanley Street and Walnut Street, and are municipally known as 175 Stanley Street. The property is surrounded by residentially zoned lands. More specifically, the parcel is adjacent to single family residential homes to the east, south and west, and medium density residential in the form of townhouses to the north. The property currently contains a single detached dwelling and associated accessory building. The land is within the Settlement Boundary of Lucan, is designated 'settlement area' in the County of Middlesex Official Plan and 'Residential' in the Township of Lucan Biddulph Official Plan. The property is zoned Residential First Density (R1) Zone. The lands are capable of being municipally serviced.

The applicant has applied to sever a portion of the residential lot that fronts onto Walnut Street. The proposed parcel would have a frontage of approximately 18.28 metres (60 ft) along Walnut Street and an area of approximately 1213.9 square metres (0.3 ac). The remnant residential parcel would have a frontage of approximately 46.87 metres (153.7 ft) along Stanley Street and an area of approximately 2000.2 square metres (0.49 ac).

The proposal is summarized below:

	Parcel 1 (Severed)	Parcel 2 (Retained)
Lot Frontage	18.28 metres (60 ft)	46.87 metres (153.7 ft)
Lot Depth	66.3 metres (218 feet)	42.6 metres (139.7 feet)
Lot Area	1213.9 square metres (0.3 ac)	2000.2 square metres (0.49 ac)

Policy and Regulation:

Provincial Policy Statement (PPS)

Section 3 of the Planning Act requires all decisions made under the Act “to be consistent with” the Provincial Policy Statement (PPS). The following PPS policies are most relevant to the proposed development and need to be considered when evaluating the subject application.

The PPS generally encourages a mix of land uses within settlement areas including residential, commercial and industrial uses to efficiently use land and infrastructure. Specifically, section 1.1.3 provides direction to direct growth and development to settlement areas where it can efficiently use land and resources, and is appropriate for existing or planned infrastructure. Further, settlement areas should include opportunities for intensification and redevelopment.

Section 1.3.1 of the PPS directs Planning authorities to promote economic development and competitiveness by:

- a) providing for an appropriate mix and range of employment and institutional 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; and
- d) ensuring the necessary infrastructure is provided to support current and projected needs.

Section 1.6 of the PPS speaks to servicing. The PPS has a hierarchy for services, where municipal services are the preferred form of servicing. Section 1.6.6.1a) states ‘Planning for sewage and water services shall direct and accommodate expected growth or development in a manner that promotes the efficient use and optimization of existing municipal sewage services and municipal water services’.

County of Middlesex Official Plan

The County of Middlesex Official Plan speaks to settlement areas in section 2.3.8. This section states 'urban areas and community areas shall be the focus for future growth including residential, commercial and industrial development'. The County Official Plan also has a similar servicing hierarchy as the PPS, and prefers full municipal services within settlement areas.

The County of Middlesex's Official Plan in section 2.4.5 discusses the servicing hierarchy similar to those discussed in the PPS. Specifically, the County encourages new development to proceed on the basis of full municipal services.

The County Official Plan provides a regional policy framework within which development proposals are to be evaluated. Section 3.2.1 of the County Official Plan dictates that growth within Middlesex is generally to be directed to the County's Settlement Areas in order to protect Agricultural Areas, protect natural heritage and promote efficient use of water and sewage services. It is noted that the detailed land use policies, and particularly those that pertain to development within settlement areas, are provided in the official plans of the County's member municipalities. Section 3.2.4.1 of the County Official Plan provides for a variety of land uses, including commercial uses, to be located in the Urban Areas of Middlesex.

Township of Lucan Biddulph Official Plan

In review of the Township of Lucan Biddulph's Official Plan, it is noted that the following contains a list of policies for consideration based on the existing and proposed site specific Official Plan Amendment.

Section 2.1.5 Residential of the Township Official Plan provides guidance for areas to accommodate future residential development. It states undeveloped lands designated for residential purposes within existing developed areas shall be the focus of growth where opportunities exist for redevelopment and infilling. Further, policy 2.1.5.11 discusses the Township's support and direction for intensification and redevelopment within the Settlement Area by way of forms such as street infilling as long as lots created meet the minimum standards of the Zoning By-law.

Section 5.1.1 of the Township Official Plan discusses the general principles associated with development in lands identified as being a potential hazard by the Ausable Bayfield Conservation Authority. The policy states that development within these areas shall be permitted only where it can be demonstrated that any natural hazard will not be aggravated to the satisfaction of the conservation authority..

Section 8.4 of the Township Official Plan provides further direction regarding new lot creation through consent. As identified, lot creation by land severance or consent shall be evaluated in accordance with the following:

- a) Whether a plan of subdivision is considered necessary to ensure the proper and orderly development of the Township. Generally, a plan of subdivision shall not be considered necessary where the proposal represents a limited number of lots, the proposed lots front on an open public road and there is no other land under the same ownership adjacent to the lots proposed to be created and designated for the same type of development;
- b) Whether the proposed use and severance is in conformity with the policies and land use designations of this Plan and the Official Plan of the County of Middlesex;
- c) Whether the requirements of the Planning Act with respect to a plan of subdivision are satisfied;
- d) The effect of any relevant provincial policy statements issued pursuant to the Planning Act;
- e) The input received from public agencies.

Further, the policy states that issues arising out of the above evaluation may be addressed through conditions imposed to the granting of the severance, including entering into an agreement between the Municipality and the applicant pursuant to the Planning Act.

Township of Lucan Biddulph Zoning By-law No. 100-2003

The current zoning, Residential First Density (R1) Zone requires a minimum lot area of 460 square metres and a minimum lot frontage of 15 metres.

Consultation:

Notice of the application has been circulated to agencies, as well as property owners in accordance to the requirements to the Planning Act.

Public Comments:

At the time of the writing of this report, staff did not receive any comments from the public.

Agency Comments

- a) Hydro One – no comments or concerns at this time.
- b) Chief Building Official – no objection at this time to this application.
- c) Manager of Public Works – new lot required to be municipally serviced.
- d) Ausable Bayfield Conservation Authority – no comment received at time of publishing this report.

Analysis

Planning staff have reviewed the application and the analysis provided in this section weighs the existing guiding policy documents of the Provincial Policy Statement (PPS), County of Middlesex Official Plan and Township of Lucan Biddulph Official Plan. Additionally, staff have reviewed guiding policy and its interpretation by way of existing permissions implemented in the Township of Lucan Biddulph's Comprehensive Zoning By-law No. 100-2003.

The Provincial Policy Statement, the County of Middlesex Official Plan, and the Township Official Plan all encourage intensification in settlement areas on full municipal services provided the development is compatible with the surrounding area and represents an orderly and efficient use of land and infrastructure. The proposed lot is in keeping with the character of the newer parts of the neighbourhood to the east. Municipal services are available to connect and can accommodate the required separate service connection. The proposed lot would also front onto an existing street for separate access.

The existing zoning on the lands currently permits single unit dwellings and associated accessory residential uses. Additionally, the proposed frontage and size is capable of meeting the minimum requirements for the Residential First Density (R1) Zone. As such, the proposed consent would meet the intent of the zoning by-law.

The proposal is considered to meet the intent of the Township Official Plan as the consent would achieve intensification and infill targets for lots that are capable of being serviced. Additionally, it will intensify and grow the population of Lucan, which is intended to be an area of growth, on lands designated Residential. The proposed development is also desirable for the neighbourhood by providing an attractive development on a current underutilized lot.

A major consideration for the appropriateness of the severance relates to the hazard lands designation in the Township Official Plan and existing mapping from the Ausable Bayfield Conservation Authority. A large portion of the the lands are identified as being regulated by the conservation authority due to flood hazard concerns. As is stated in the PPS and reflected in the local Official Plan, development generally should be located outside of areas identified as containing a flood potential. However provisions in the PPS and Township by-law provide opportunities for development as long as said development is located in a flood fringe. Planning staff in consultation with the conservation authority have confirmed that the proposed lot is generally located within the flood fringe area. Further, the applicant through a survey was able to demonstrate that an appropriate building pocket would be available on the proposed severed lot that is completely outside of the regulated area. It is noted that development on the lands would require a section 28 permit from the Conservation Authority, ensuring no conflict occurs with the natural hazard area. Therefore, planning staff is satisfied that the consent poses no additional risk to development on the lands.

In conclusion, staff are of the opinion that the proposed lot creation through consent are appropriate and desirable for the subject lands. The proposal is consistent with the Provincial Policy Statement and is in conformity with the County and Township Official Plans.

Given the above, Planning staff support the proposed application for consent, subject to the conditions outlined in the recommendation section of this report.

Consent Recommendation:

THAT **Application for Consent B-2/2021**, filed by Michael Basr and Jodi Lynn Simons, to sever a portion of land with a frontage of approximately 18.28 metres (60 ft) along Walnut Street and an area of approximately 1213.9 square metres (0.3 ac), and the remnant with a frontage of approximately 46.87 metres (153.7 ft) along Stanley Street and an area of approximately 2000.2 square metres (0.49 ac), from a property legally described as Part of Lot 162, Plan 340, Part 2 of Reference Plan 33R8340, in the Township of Lucan Biddulph, County of Middlesex; **BE GRANTED** subject to the following conditions:

1. That the Certificate of Consent under Section 53(42) of the Planning Act be issued within one year of the date of the notice of decision.
2. That the applicant pay any outstanding property taxes for the subject lands.
3. That the applicant pay \$1,000 cash-in-lieu of parkland dedication to the Township for the severed lot.
4. That the applicant enter into a development agreement with the Township, and that the agreement be registered against the title of the subject lands, which addresses amongst other matters, building envelope locations, lot grading and drainage that ensures conformity with the adjacent subdivision, entrance locations, all to the satisfaction of the Township.
5. That the conveyed lot be municipally serviced with all necessary permits obtained to achieve servicing.
6. That the applicant initiate and assume, if required, all engineering costs associated with the preparation of revised assessment schedule(s) for any municipal drain having jurisdiction in accordance with the Drainage Act, as amended, such costs to be paid in full to the appropriate engineering firm prior to submitting a registered copy of the transfer.
7. That the applicant's solicitor submits an Acknowledgment and Direction duly signed by the applicant.
8. That the applicant's solicitor submits an undertaking, in a form satisfactory to the Secretary-Treasurer, to register an electronic transfer of title consistent with the Acknowledgment and Direction and the decision of the Committee of Adjustment.

9. That the applicant apply for a demolition permit for the accessory building and remove it from the lands prior to the issuance of a certificate of consent.
10. That the applicant be required to obtain a permit from the Ausable Bayfield Conservation Authority for the proposed development or provide the Township with notice from the Ausable Bayfield Conservation Authority that they are satisfied with clearance of this condition.

Reasons:

- Consistency with the Provincial Policy Statement would be maintained;
- Conformity with the County of Middlesex Official Plan and the Township of Lucan Biddulph Official Plan would be maintained;
- The requirements of the Township of Lucan Biddulph Zoning By-law are capable of being satisfied through an amendment thereto.

Attachments:

1. Location Map
2. Proposed Severance Plan
3. Conceptual Site Plan

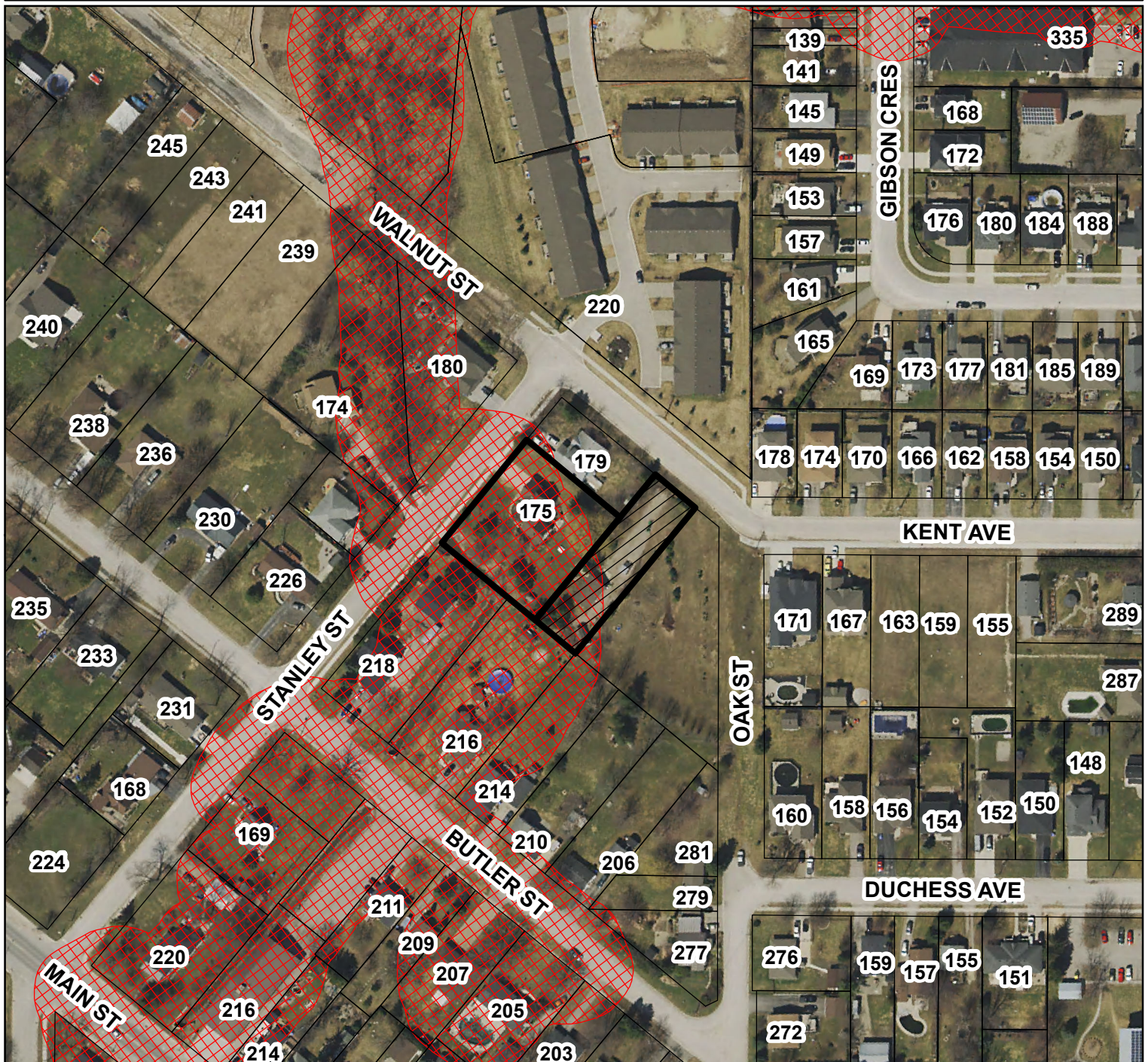
APPLICATION FOR CONSENT: B2-2021

Michael Bast and Jodi Lynn Simons (Owners)




175 Stanley Street
Township of Lucan Biddulph




Township of LUCAN BIDDULPH KEY MAP



Published by the County of Middlesex
Planning Department
399 Ridout Street North, London, ON N6A 2P1
(519) 434-7321
March 2021

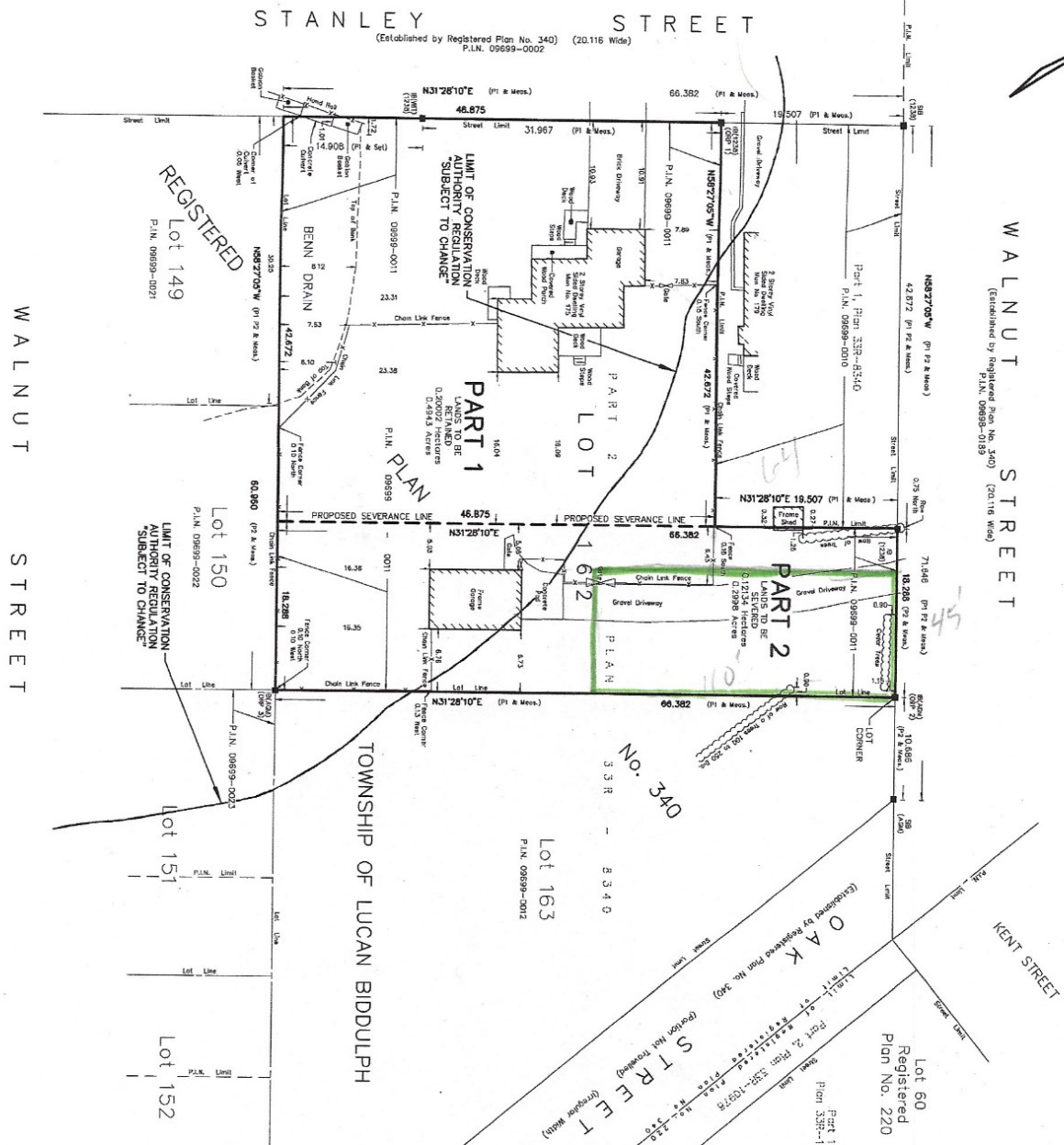
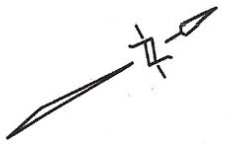
-  Lands to be retained
-  Lands to be severed
-  CA Regulated Area

N
W  E
S

1:2,000
0 10 20 30 40 Metres

ORTHOGRAPHY: SWOP 2015

Disclaimer: This map is for illustrative purposes only. Do not rely on it as being a precise indicator of routes, locations of features, nor as a guide to navigation.



WALNUT STREET
(Established by Registered Plan No. 340) (20.116 Wide)
P.L.N. 09699-0189

STANLEY STREET
(Established by Registered Plan No. 340) (20.116 Wide)
P.L.N. 09699-0002

OAK STREET
(Established by Registered Plan No. 340) (20.116 Wide)
P.L.N. 09699-0002

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

! REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.

PLAN 339-

RECEIVED AND DEPOSITED

DATE _____

PRELIMINARY

ROBERT WOOD
ONTARIO LAND SURVEYOR

REPRESENTATIVE FOR THE LAND REGISTRATION DIVISION OF MIDDLESEX (NO. 33)

DATE _____

PART	LOT	PARTS SEQUENCE	PLAN NO. 340	PART OF PLAN 09699-0011
1	Part of Lot 152	Registered from No. 340	Part of PLAN 09699-0011	
2	Part of Lot 152	Registered from No. 340	Part of PLAN 09699-0011	

Parts 1 and 2 - Comprised of P.L.N. 09699-0011.

PLAN OF SURVEY
OF PART OF
LOT 162, REGISTERED
PLAN No. 340
(FORMERLY THE VILLAGE OF LUCAN)
IN THE
TOWNSHIP OF
LUCAN BIDDULPH
COUNTY OF MIDDLESEX

2021
ARCHIBALD, GRAY & MCKAY LTD.
ONTARIO LAND SURVEYORS

UTM GRID NOTES
BEARINGS ARE U.T.M. GRID N MAGN. (C.G.S.3) (2010) DERIVED FROM C.G.S. OBSERVATIONS AND THE CAN-LET BASE STATION NETWORK AND ARE REFERRED TO THE CENTRAL MERIDIAN 81°00' WEST LONGITUDE, ZONE 17. LINEAR VALUES SHOWN ON THIS PLAN ARE ADJUSTED GRIDLINE LEVEL DISTANCES SCALE FACTOR OF 0.99971922

OBSERVED REFERENCE POINTS (ORP) DERIVED FROM GPS U.T.M. OBSERVATIONS USING REAL TIME NETWORK (RTN) TO U.T.M. ACCURACY PER SEC. 4(K) OF O.B.E. 210/170

POINT ID	NORTHING	EASTING
ORP 1	478210.328	467007.384
ORP 2	4782175.854	467008.512
ORP 3	4782181.071	467034.873

COORDINATES CANNOT BE TRUSTED UNLESS ORP BE BOUNDARIES ON THIS PLAN.

NOTES AND LEGEND

- DENOTES SURVEY MONUMENT FOUND
- DENOTES STATION POINT SET
- IB DENOTES IRON BAR
- WIT DENOTES WITNESS
- AKM DENOTES ARCHIBALD, GRAY & MCKAY, O.L.S.'S
- ASB DENOTES ARCHIBALD, GRAY & MCKAY, O.L.S.'S
- P1 DENOTES PLAN 138-4340
- P2 DENOTES PLAN OF SURVEY BY AGM DATED MARCH 18th, 2013 FILE NO. LU-22-2 - PLAN NO. 3-A-3123

ROTATION NOTE

FOR BEARING COMPASSION A ROTATION OF 0°15'00" (CLOCKWISE) WAS APPLIED TO P1 AND P2 TO CORRECT TO GRID BEARINGS.

SURVEYOR'S CERTIFICATE

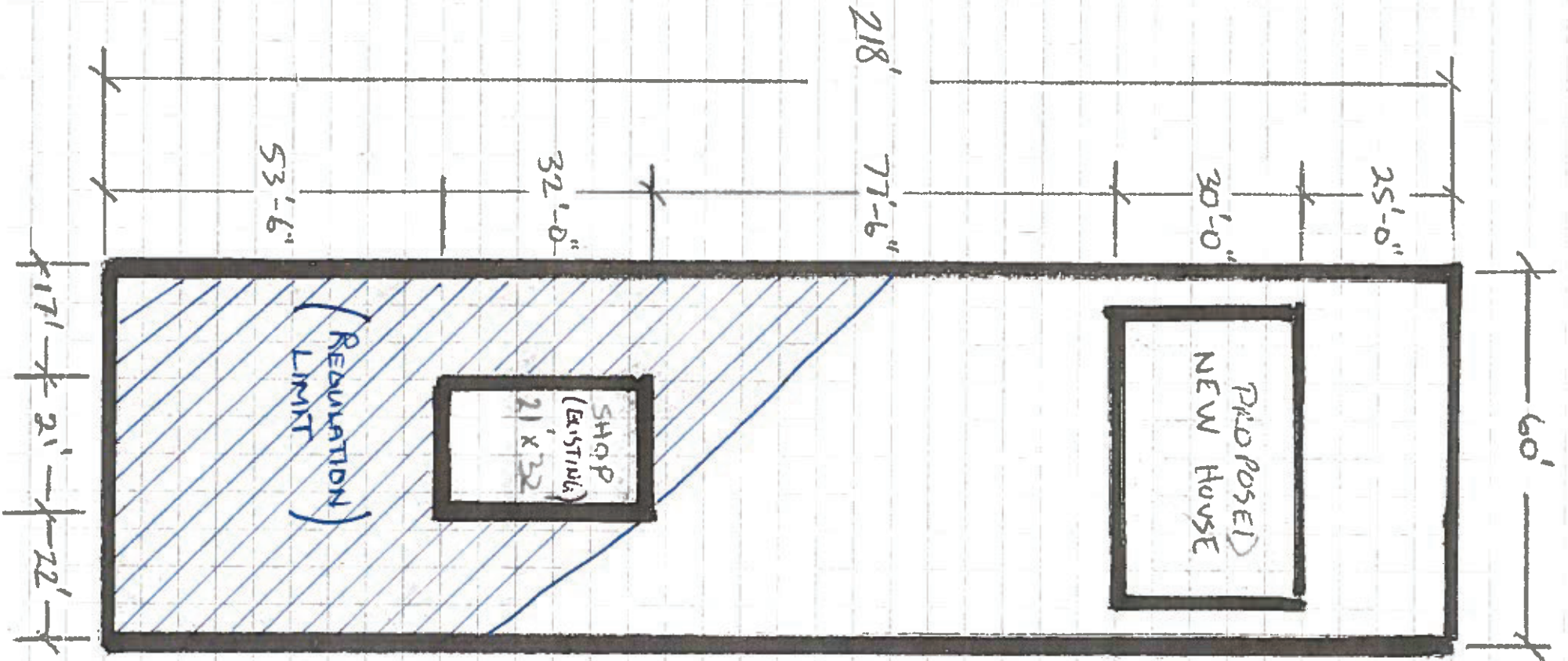
I CERTIFY THAT:
1) THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYOR'S ACT, THE SURVEYOR'S ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM
2) THE SURVEY WAS COMPLETED ON THE 9 DAY OF 4, 2021.

PRELIMINARY

AGM ARCHIBALD, GRAY & MCKAY LTD.
5511 WILHELM ROAD, LONDON, ON, N6E 1Z5
PHONE 519-848-5800 FAX 519-848-5272
EMAIL: info@agm.com WEB: www.agm.com

PLAN NO. 4-Z-8410

ORGANIZATION: AGM
CHECKED BY: D.A.C.
DATE: MAR 9 2021
FILE NO. LU-22-2





**Planning Department
County of Middlesex
399 Ridout Street North
London, ON N6A 2P1
(519) 434-7321 (fax) 434-0638
www.middlesex.ca**

MEETING DATE: April 20, 2021

REPORT

TO: Members of the Committee of Adjustment
Township of Lucan Biddulph

FROM: Dan FitzGerald, Planner

**SUBJ: Application for Minor Variance A-2/2021
Roy Bassonnette (Owner)
35025 Saintsbury Line**

Purpose:

The purpose of this minor variance application is for relief from comprehensive Zoning By-Law No. 100-2003 of the Corporation of the Township of Lucan Biddulph's zoning standards, to permit an accessory building to be located in the front yard. The effect would be to accommodate the residential development of the lands in the form of an accessory use (detached garage) to a single detached residence.

Background (see attachment 1):

The subject property is an 8.8 ha (21.85 ac) parcel of land located on the west side of Saintsbury Line, south of the intersection at Saintsbury Line and Mooresville Drive. The lands are legally described as Part of Lot 17, Concession 4 S, in the County of Middlesex, Township of Lucan Biddulph, and municipally known as 35025 Saintsbury Line. They are designated Agricultural Area in the County of Middlesex Official Plan and Agricultural in the Township's Official Plan. Additionally, the lands are zoned General Agricultural (A1) zone in the Township Comprehensive Zoning By-law, which permits the use single detached dwelling and associated accessory uses.

The parcel is regulated by the Ausable Bayfield Conservation Authority (ABCA) and is also recognized as a natural heritage feature and a significant woodland in the Middlesex Natural Heritage Systems Study, 2014. To this regard, the applicant has completed a Development Assessment Review (DAR), which has gained support from the conservation authority for the proposed location of development on the lands.

The parcel is surrounded by agricultural lands in crop production to the north, east and south, as well as an Extractive Industrial (M3) Zone to the south.

This requested variance would allow relief from the following requirements:

Requirements	Relief Requested
As per 12.2.1 b) accessory buildings shall not be constructed in the front yard	Permission to construct an accessory building in the front yard.

As shown on the plan attached to this report, the owner is requesting to construct a 95 m² (1023 ft²) accessory building in front of the forward most portion of the single detached dwelling.

Policy and Regulation:

The subject lands are designated ‘Agricultural Area’ in the Middlesex County Official Plan, ‘Agricultural’ in the Township Official Plan, and zoned General Agricultural (A1) Zone in the Township Zoning By-law.

As per section 8.8 of the Township Official Plan, applications for minor variances to the Zoning By-law are required to be evaluated by the Committee of Adjustment according to the following criteria:

- a) whether the variance is “minor”;
- b) whether the general intent and purpose of this Plan and the Official Plan of the County of Middlesex are maintained;
- c) whether with the general intent and purpose of the Zoning By-law are maintained;
- d) whether the variance is desirable for the appropriate use and development of the lands and neighbouring lands;
- e) whether compliance with the Zoning By-law would be unreasonable, undesirable or would impose undue hardship;
- f) whether the variance would result in a substantial detriment, hazard or nuisance that would detract from enjoyment, character or use of neighbouring lands.

As per Section 12.2.1 b) of the Township Zoning By-law, accessory buildings are not permitted to be constructed in the front yard.

Analysis:

Section 45(1) of the Planning Act authorizes the Committee of Adjustment to grant relief from the Comprehensive Zoning By-law requirements if a request is deemed to be desirable for the appropriate development or use of the land, building, or structure; the requested relief is minor; and the general intent and purpose of both the Official Plan and Comprehensive Zoning By-law are maintained.

With respect to the Planning Act tests, the development generally is considered to be in keeping with the character of the area being a large lot in an agricultural setting. The proposed variance permits the ability for the Owner to construct an accessory building on the land, which is a permitted use in the zone. While the proposed accessory building would be located in the front yard, it is sufficiently buffered from the street by way of an established tree line. Additionally, as the site is regulated by the Conservation Authority and also identified as a natural heritage feature and

significant woodland in the Middlesex Natural Heritage Systems Study, the proposed location would seek to reduce any additional impact to the regulated lands while also minimizing the requirement to remove any established tree lines. As such, the proposed form of development is considered an appropriate use of land.

The interpretation of what is minor is not necessarily based on the extent to which the zoning by-law is varied. Rather it is based on whether the impact of the variance can be considered minor. Planning staff consider the proposed variance minor as the home will remain the dominant use of the property and would be sufficiently screened from the road by an existing tree line. Unacceptable adverse impacts on neighbouring agricultural lands nor the extractive industrial use to the south are not anticipated given the nature of this proposal.

The intent of limiting the establishment of accessory buildings behind the front wall of a house in association with residential areas in the Township Zoning By-law, is to ensure compatibility with adjacent uses and to maintain the single detached dwelling as the main use of the property. Compatibility with adjacent uses would not be compromised considering the adjacent uses are agricultural in nature, represented as expansive properties with large detached accessory buildings. It is the opinion of planning staff that the proposed location of the accessory building in the front yard maintains the intent of the Zoning By-law as it is not anticipated to detract from the intent of the Zoning By-law, nor cause adverse impacts to neighbouring properties.

Planning Staff also reviewed the proposal against the Official Plan. The intent of the 'Agricultural' designation is for the lands to be used for agricultural purpose while also permitting associated residential development on the land, and to ensure compatibility with neighbouring uses. The intent is therefore being maintained as the subject lands are to be developed for residential purposes in the form of an accessory use (detached garage) for the existing residential development.

Given the above, planning staff is satisfied that the requested minor variance to locate an accessory building in the front yard meet the aforementioned Planning Act tests and recommends that the subject application be approved.

This opinion is provided prior to the public meeting and without the benefit of potentially receiving all comments from agencies or members of the public. Should new information arise regarding this proposal prior to or at the public meeting, the committee is advised to take such information into account when considering the application.

Comments:

Notice of the applications have been circulated to agencies, as well as property owners in accordance to the requirements of the Planning Act.

Public Comments:

At the time of writing the subject report, no comments were received from the public regarding this proposal.

In the circulation of the notice to prescribed agencies and the public, the following comments were received:

Ausable-Bayfield Conservation Authority: No comment.

Public Works Manager: No comment.

Chief Building Official: No comment.

Recommendation:

THAT Application for Minor Variance A-1/2021; filed by Roy Bissonnette for a property located on the west side of Roman Line and legally described as Part of Lot 17, Concession 4 S, in the County of Middlesex, Township of Lucan Biddulph, and municipally known as 35025 Saintsbury Line, to permit the construction of an accessory building in the front yard; **be GRANTED**, subject to the following condition:

THAT the permission to construct an accessory building in the front yard be limited to the area as shown on the attached site plan; and,

THAT the owner receives section 28 permit approval from the Conservation Authority in advance of building permit issuance.

AND FURTHER THAT the reasons for granting Minor Variance Application A-02/2021 include:

- The request complies with the general intent and purpose of the Township of Lucan Biddulph's Official Plan;
- The request complies with the general intent and purpose of the Township of Lucan Biddulph's Comprehensive Zoning By-law;
- The request is minor in nature; and
- The request represents appropriate development on the subject property.

ATTACHMENTS:

1. Location Map.
2. Site Plan.

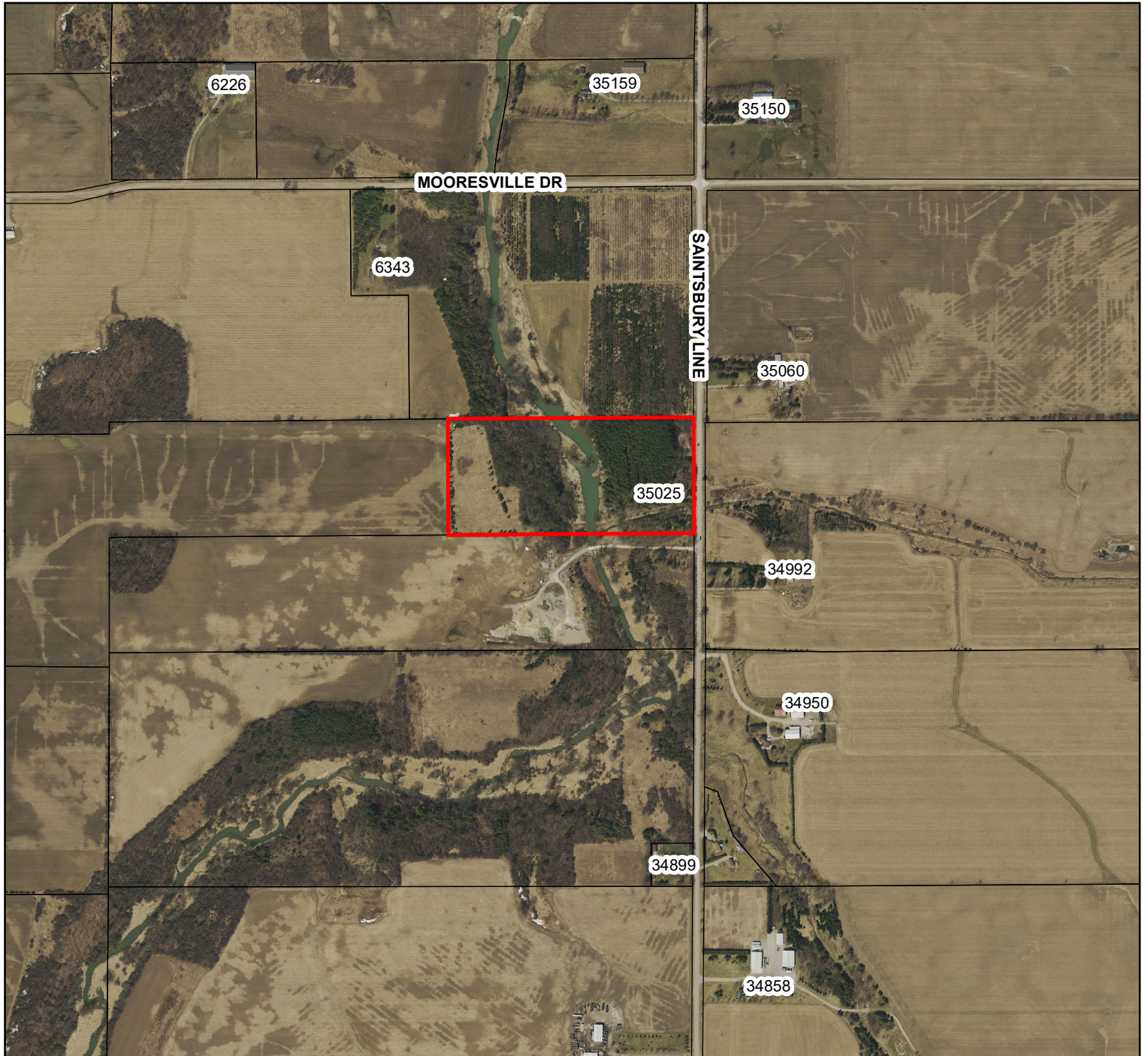
APPLICATION FOR MINOR VARIANCE: A2/2021

Owner: Roy Bissonnette



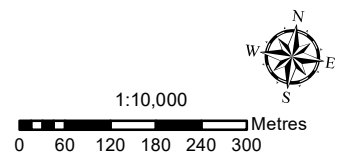
35025 Saintsbury Line, Biddulph
Township of Lucan Biddulph

Township of LUCAN BIDDULPH

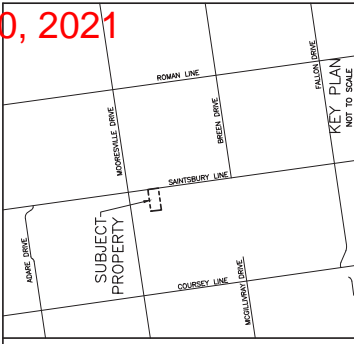


Published by the County of Middlesex
Planning Department,
399 Ridout Street North, London, ON N6A 2P1
(519) 434-7321
March 2021

 SUBJECT LANDS



ORTHOPHOTOGRAPHY: SWOOP 2015
Disclaimer: This map is for illustrative purposes only. Do not rely on it as being a precise indicator of routes, locations of features, nor as a guide to navigation.

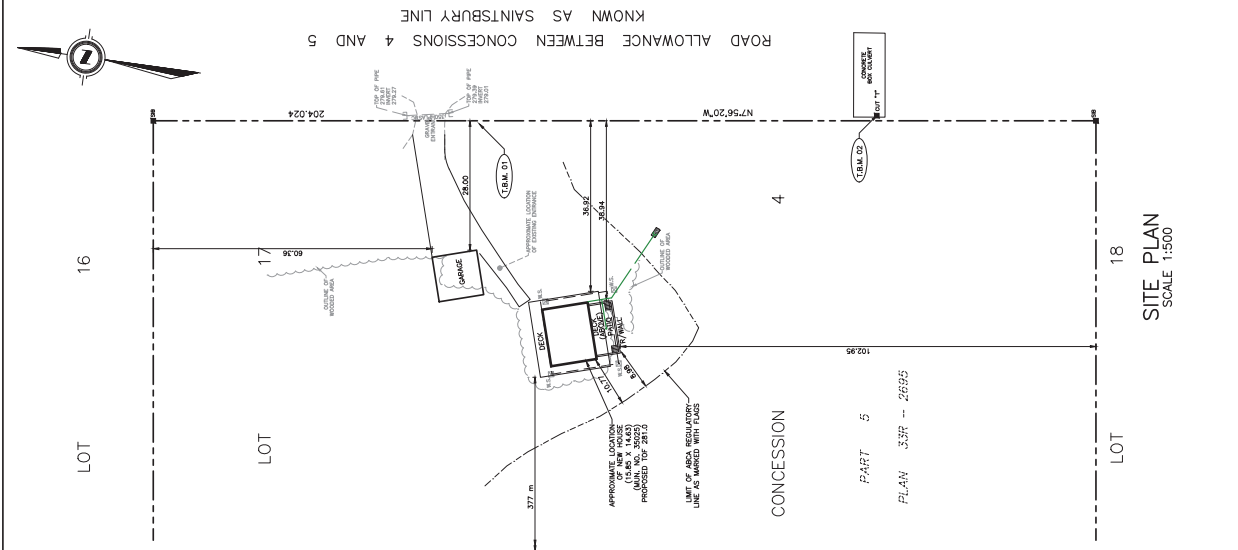


PLAN OF PART OF LOT 17, CONCESSION 4 BEING PARTS 4 & 5, 33R-2695 IN THE TOWNSHIP OF LUCAN BIDDULPH COUNTY OF MIDDLESEX

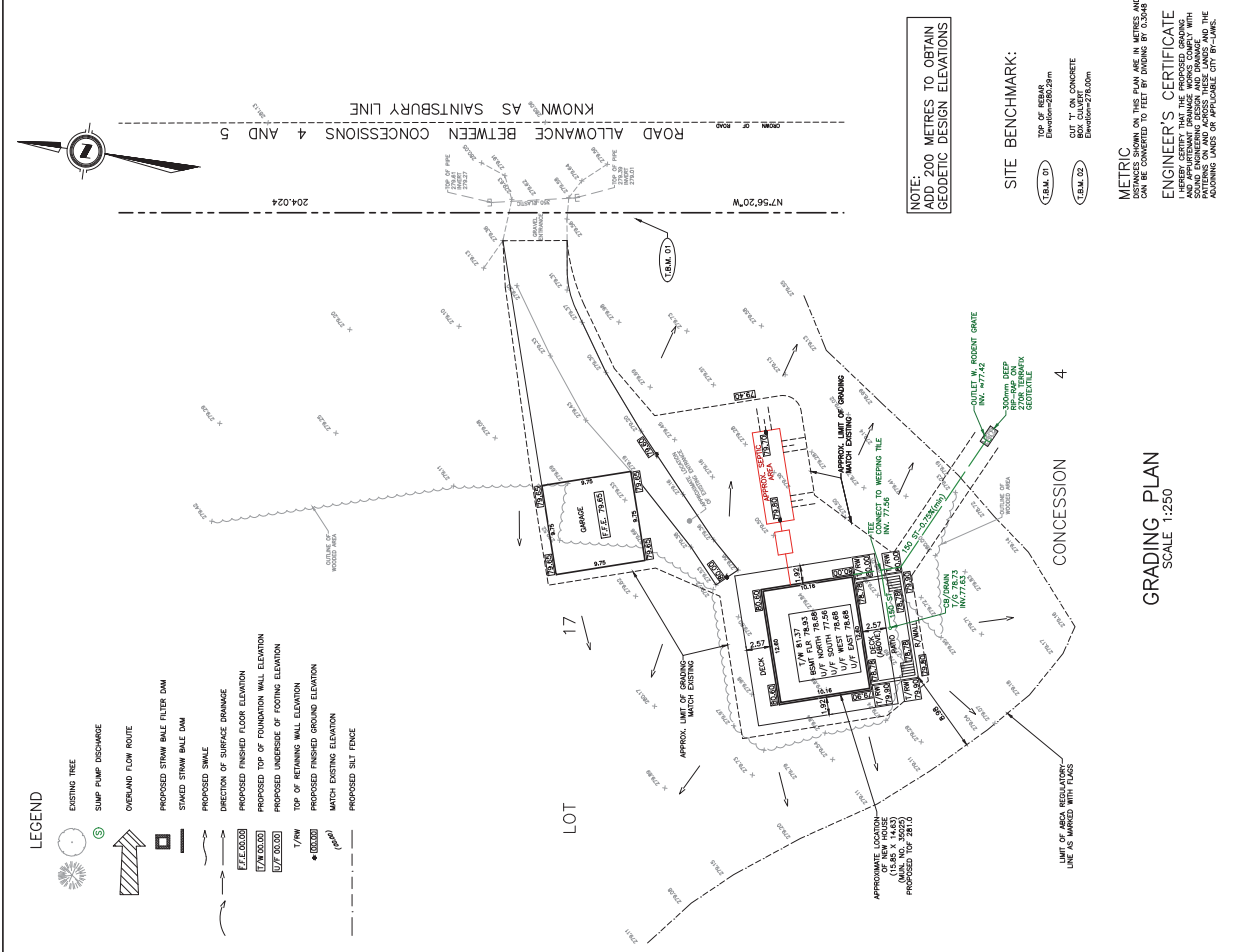
SITE DATA

ITEM	REQUIREMENTS	PROPOSED
1.	GROSS SITE AREA	88330 m ²
2.	BUILDING AREA	8.83 ha
3.	PERCENT COVER	282.00 m ²
4.	MINIMUM LOT AREA	40 ha
5.	MINIMUM LOT FRONTAGE	150 m
6.	MINIMUM LOT WIDTH	204.024 m
7.	MINIMUM LOT DEPTH	52.142 m
8.	MINIMUM SETBACK	N/A
9.	County Road No. 7	38 m
10.	County Road No. 73	N/A
11.	County Road No. 47	33 m
12.	County Road No. 50	N/A
13.	County Road No. 79	N/A
14.	Side Yard Width	28 m
15.	3 m single unit dwelling including necessary buildings or structures	60.36 m
16.	4 m single unit dwelling including necessary buildings or structures	N/A
17.	5 m single unit dwelling including necessary buildings or structures	N/A
18.	Maximum height including necessary buildings or structures	8 m
19.	Maximum height including necessary buildings or structures	10.5 m
20.	Minimum Floor Area	90 m ²
21.	Maximum Single Floor Area	118.9 m ²
22.	Maximum number of Dwellings Per Lot	1

Note 1: The following are Permitted Uses in the A1 zone: agricultural use, animal kennel, bed and breakfast establishment, converted dwelling, forestry use, home occupation, portable support plant, single unit dwelling, vegetable pit or quarry.



GRADING PLAN
SCALE 1:250



SITE PLAN
SCALE 1:500

PROJECT No.	1000-197
SHEET No.	01
DATE	APR 20 2021
SCALE	AS SHOWN
DESIGNER	Roy Bissonnette
ENGINEER	AGM ENGINEERING & DESIGN
PROJECT	35025 SAINTSBURY LINE GRADING PLAN SITE PLAN

AGM ENGINEERING & DESIGN
 8 F. BAYVIEW AVE. SUITE 100
 SCARBOROUGH, ONTARIO M1S 5B7
 TEL: (416) 291-0000 FAX: (416) 291-0001
 WWW.AGMENGINEERING.COM

SUPPORTING OUR COMMUNITIES: MINDS CRISIS SHUTTLE

Presented by Leigh Robinson and Doug Warnock

MINDS OF LONDON-MIDDLESEX

MINDS of London Middlesex

Designing, piloting and testing innovative solutions developed locally. Making a difference in the lives of youth.



MINDS work alongside youth with lived experience, community members and researchers to understand and help those living with mental health and wellbeing in London-Middlesex. By designing, piloting and testing innovative solutions developed locally, we know we can make a difference in the lives of youth in our community.

MINDS CONVENING

- **October 2019-** MINDS of London Middlesex approaches the library about a potential collaboration.
- **November 2019-** Staff attend the MINDS Convening event.
- A subgroup is formed to develop the Crisis Shuttle project further.

MINDS CONVENING

CO-CREATIVE

Fostering youth to lead, engage and collaborate with individuals, organizations and the broader community to co-create change.



TRANSFORMATIVE

Addressing the complex challenges of mental health and wellbeing in the places we live, work, learn, seek care, play and grow.



RESPECTFUL

Being compassionate and respectful of every individual's unique journey, the pace they choose, and the space to engage in a way that is meaningful to them.



TRANSDISCIPLINARY

Combining different bodies of knowledge, lived experiences and methodologies to work in new and innovative ways.



IMPACTFUL

Evaluating the impact of our innovations on youth mental health and wellbeing, and demonstrating how we are affecting system change.



REFLEXIVE

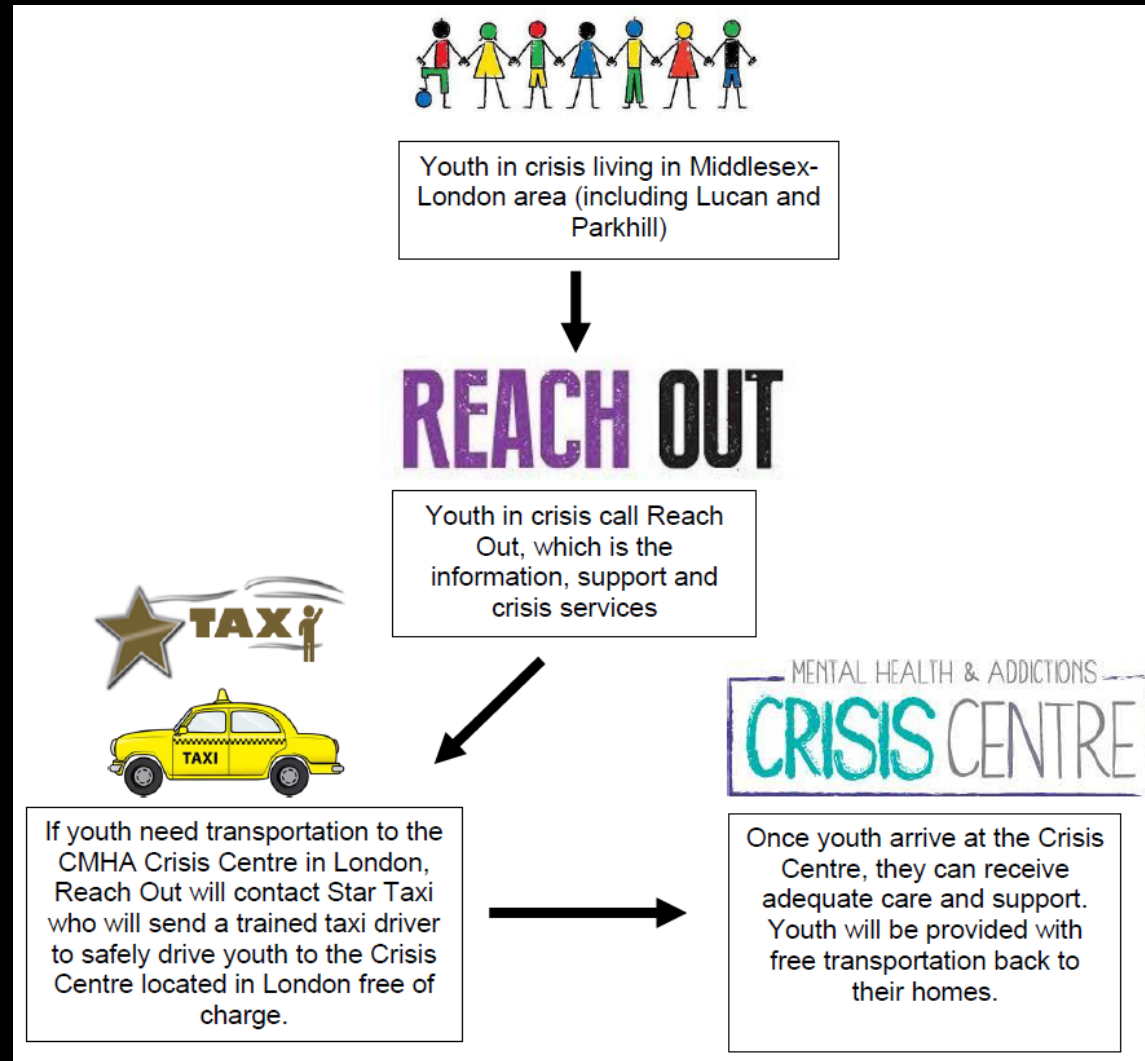
Engaging in continuous review through dialogue, critical thinking and reflection to ensure that we adapt and grow from both our failures and successes.



SUBGROUP FORMATION

- **February 2020** – First meeting of Crisis Shuttle Project subgroup.
- **April 2020** – Crisis Shuttle meetings resume and project redesign is undertaken following project suspension due to COVID-19.
- **July 2020** – Star Taxi company joins subgroup to discuss partnership for transportation service.

CRISIS SHUTTLE- PROGRAM MODEL



DRIVER TRAINING

- Understanding Mental Illness
- Challenging Common Myths
- What is Crisis?
- Youth and Crisis
- De-escalating Angry, Hostile or Aggressive Behaviour Through Effective Listening
- Appropriate Verbal Responses and Body Language
- In-house Driver Training received from the owners of Star-Taxi



FUTURE GOALS AND FUNDING

- Middlesex County Community Transportation project – potential opportunities to investigate
- RBC grant application
- Community stakeholders
- Subsequent grant applications?
- Designing a sustainable model

FUTURE GOALS AND FUNDING



Taken from the CMHA Middlesex Annual Report 2018-2019

- 990 individuals served in rural communities
- 9,994 visits for crisis assessment and response
- 28,398 calls received by the Support Line (Reach Out service)





Community Advocates



THANK YOU!

- Questions?



CONTACT REACH OUT



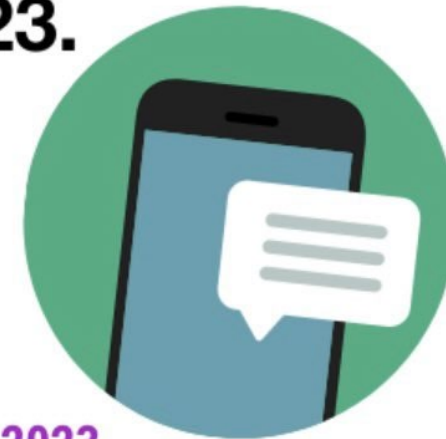
REACH OUT mental health
addictions
crisis services

1-866-933-2023

Reach Out is a confidential, 24/7 information, support and crisis service for people living in Elgin, Oxford, Middlesex and London.

You can now **text**
Reach Out 24/7 at
519-433-2023.

Three reliable ways to
connect to and receive
mental health and
addictions support.



Call or Text: 519-433-2023
Toll-free: 1-866-933-2023
Web Chat: reachout247.ca





Community
NAVIGATOR
Middlesex County Library

The logo features a stylized human figure with arms raised, composed of a blue circle for the head and a yellow and blue shape for the body, positioned to the right of the text.

Connecting people with services and supports across Middlesex County

Presentation by Josh Smith, Community Navigator
for Middlesex County Library Services

What is a Community Navigator?

- ▶ Service to help people explore the options available to them in their community
- ▶ Provide information on programs and services
- ▶ Determine need and match with appropriate services
- ▶ Assist with referrals and applications
- ▶ Advocate on behalf of residents
- ▶ Workshops and Clinics

What services can I assist with?

- ▶ Housing Supports*
- ▶ Employment Services
- ▶ Connection with educational and literacy programs
- ▶ Mental Health Supports
- ▶ Addiction services
- ▶ Youth programming
- ▶ Clothing and Food supports
- ▶ Social Assistance Applications (OW, ODSP, CPP-D, EI etc.)
- ▶ Community Legal Services
- ▶ Birth Certification Applications

Anything and Everything in between!

How can the Community Navigator help with Housing?

- ▶ Assist with Social Housing application (Rent-Geared-to-Income, COHB/CHBP)
- ▶ Assist with Co-op housing application
- ▶ Connection with Emergency Housing, Transitional Housing
- ▶ General Housing Search assistance
- ▶ Connection with services to help maintain housing
- ▶ Information on Residential Tenancies Act
- ▶ Connection with Legal Aid services regarding evictions

Data and Statistics

From September 14th 2020 to March 31st 2021:

- ▶ 176 Middlesex County Residents Served
- ▶ 278 services provided
- ▶ 15 people attended first Webinar
- ▶ Referrals from 20 different Community Partners

Questions?

Josh Smith

Community Navigator

519-245-8237 ext 4030

communitynavigator@middlesex.ca

The Corporation of the Township of Lucan Biddulph Special Council Minutes

Present: Deputy Mayor D. Manders, Councillor D. Regan, P. Mastorakos and A. Westman

Absent: Mayor C. Burghardt-Jesson

Also Present: R. Reymer-CAO/Clerk, T. Merner-Deputy Clerk, J. Little-Public Works Manager, J. Overholt-Public Works Assistant, L. deBoer- Economic Development Officer

Call To Order

Deputy Mayor D. Manders called the meeting to order at 9:00 am.

Announcements

Declaration of Pecuniary Interest & Nature Thereof

None.

Delegations

Mike DeVos from Spriet Associates attended to present the Blake Drain 2021 Notice of Consideration report.

4.1 **Blake Drain 2021**

Mr. Devos explained this meeting deals with the design and construction of the drain and another meeting will take place in a month regarding the assessments. Mr. Devos then reviewed the consideration report and advised it was prepared in accordance with Sections 4 and 78 of the Drainage act for repair and improvement to the existing Blake Drain as well as for the addition of a few branches as requested by land owners. He summarized the findings and recommendations and concluded that there will be a few small additions however mostly improvements to the existing drain are proposed. Mr. DeVos also noted there is the potential for a follow-up addendum report should existing land owners decided to formalize a portion of the drain they are taking on themselves at this time.

Questions from council:

None

Questions from attendees:

D. Manders requested L. deBoer to permit the registered attendees to participate at this time:

Allan Cunningham

The participant advised they have no comments at this time.

Henk and Annie vander Berg

The participants advised they have no comments at this time.

Carrie Ramsey

No verbal comments were received however a written submission was made during the meeting which noted that the UTRCA and Mike DeVos have answered any questions and concerns they had and have no additional concerns as the project is currently proposed.

Samuel Cassidy

Mr. Cassidy asked what impact the drain would have on his property?

Mr. Devos noted that due to the distance away from the drain there would be no physical impact to Mr. Cassidy's land.

Mr. Cassidy asked if this project has been on the municipalities radar and when it will be scheduled to take place?

Mr. DeVos advised this project is being completed under two different sections of the

drainage act; requests for improvements is what initiated the project and small petitions were added by land owners. He further advised that it is anticipated that construction would take place in the fall of this year assuming the public process is completed in time.

Mr. Cassidy asked if the municipality would have initiated the project if petitions were not received? J. Little advised the Township did not initiate the project and added that one of the lower lands is washing out due to heavy flows across the top of the parcel which triggered the improvement. He further noted additional requests were added by land owners.

Zahara Carreau

The participant advised they have no comments at this time.

Dane Vandermolen

The participant advised they have no comments at this time.

M. Devos explained the process involved moving forward including the passing of the provisional bylaw, Notice of Court of Revision, and awarding of the contract once all appeal periods have expired.

J. Little further advised he will be scheduling a meeting with Mr. Cassidy and Mr. Vandermolen afterwards to discuss the work being proposed.

The Notice of Consideration for the Blake Drain was closed at 9:19 a.m.

Staff Reports

R. Reymer advised that a bylaw authorizing execution of a confidential Agreement of Purchase and Sale, as per the terms that Council agreed to in a previous Closed Session meeting, is included for adoption by Council.

1/ Confirming

Moved by A. Westman

Seconded by D. Regan

That if no one cares to speak to this By-law on it's First and Second Reading, that it be considered to have been read a First time and Passed, read a Second time and Passed, and that it be numbered:

- 24-2021 Blake Drain 2021

That if no one cares to speak to these By-laws on their First, Second and Third Reading, that they be considered to have been read a First time and Passed, read a Second time, read a Third time and Passed, and that they be numbered:

- 25-2021 Agreement of Purchase and Sale
- 26-2019 Confirming By-law

CARRIED

2/ Adjournment

Moved by D. Regan

Seconded A. Westman

Resolved that the Council meeting be adjourned at 9:20 a.m.

CARRIED

MAYOR

CLERK

Business Arising – Minutes of April 6, 2021

Discussion Item	Minutes Action	Follow-up	Date to be Completed/or Update on Status
Dog Tag Feasibility Report	ongoing feasibility of selling dog tags	Staff to provide a report	Fall 2021

Previous Meetings

Discussion Item	Minutes Action	Follow-up	Date to be Completed/or Update on Status
Fire Services Master Plan	recommendation from both Fire Area Boards that Council consider a Fire Services Master Plan	Staff to prepare a report outlining potential terms of reference, draft RFP document along with estimated costs	April 2021
Sidewalk Inspection	Determination for sidewalk repair	Staff to provide report on condition of sidewalks	Late Spring 2021
Ice Chiller Efficiency	Energy Savings results from Ice Chiller upgrade	Staff to provide report on cost savings realized	April 2021
Affordable Housing	Investigate available options for providing affordable housing in Lucan	Staff to provide information and options for consideration	ongoing
Feasibility Report – Phase 2 Community Centre Project	Campaign Coaches provided report regarding feasibility study conducted	Staff to provide report with recommendation	ongoing
Future Development Lands	Proceed with comprehensive review	Staff to provide updates	ongoing
Roads Analysis	Cost benefit analysis	Staff complete a cost benefit analysis report for council	ongoing



CORPORATION OF THE
TOWNSHIP OF HUDSON
903303 HANBURY RD.
NEW LISKEARD, ON P0J1P0
(t) 705-647-5439 (f) 705-647-6373
www.hudson.ca admin@hudson.ca

March 31st, 2021

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

Attention: Premier Ford

RE: Support for Fire Departments

At the Township of Hudson's Regular Meeting of Council held on Wednesday March 3rd, 2021, the following resolution 2021-049 was put forward and passed:

WHEREAS the role of Ontario's 441 fire departments and their approximate 30,000 full, part-time, and volunteer firefighters is to protect Ontarians and their property; and

WHEREAS according to the Ontario Fire Marshal and Emergency Management's latest data, in Ontario there was over 11,000 number of loss fires, 9,500 no loss fires, 784 injuries, 91 fatalities, and over \$820 million dollars of estimated loss in 2018; and

WHEREAS fire emergencies only make up a portion of the total calls for help received by fire and emergency service departments as they respond to nearly every public emergency, disaster, or 9-1-1 call; and

WHEREAS Ontario's fire department infrastructure deficit continues to grow annually and is almost entirely borne by the municipality and local taxpayers with the majority having populations under 25,000; and

WHEREAS due to antiquated structures and equipment that do not meet current industry standards the safety of the Ontario public and Ontario firefighters is being jeopardized;

NOW THEREFORE the Council of the Corporation of the Township of Hudson resolves as follows:

1. **THAT** the Federal and Provincial Government includes apparatuses, training, equipment and structures for fire departments as eligible categories to any further infrastructure programs which will not only provide immediate stimulus to the local, provincial and federal economies given current economic uncertainty but also ensure the safety of Canadians and dedicated firefighters; and

2. **THAT** this resolution be forwarded to the Honourable Doug Ford Premier of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Honourable Laurie Scott, Minister of Infrastructure, local MPP, local MP, the Ontario Fire Marshal, Jon Pegg, the Ontario Association of Fire Chiefs, and all Ontario Municipalities.

Please accept this for your consideration and any necessary action.

Sincerely,

A handwritten signature in black ink, appearing to read "Jordan Kemp". The signature is stylized with a large initial 'J' and a long, sweeping underline.

Jordan Kemp
Clerk-Treasurer
Township of Hudson

**Ministry of Agriculture,
Food and Rural Affairs**

Office of the Minister

77 Grenville Street, 11th Floor
Toronto, Ontario M7A 1B3
Tel: 416-326-3074
www.ontario.ca/OMAFRA

**Ministère de l'Agriculture, de
l'Alimentation et des Affaires rurales**

Bureau du ministre

77, rue Grenville, 11^e étage
Toronto (Ontario) M7A 1B3
Tél. : 416 326-3074
www.ontario.ca/MAAARO



April 14, 2021

Cathy Burghardt-Jesson
Mayor
Township of Lucan Biddulph
cbjesson@lucanbiddulph.on.ca

Dear Her Worship Burghardt-Jesson:

One of our government's top priorities is to guard against the spread of COVID-19. I know this has been a challenging time for everyone and I would like to start by thanking you for your dedication and commitment to ensure your farms and agri-food workplaces are safe during COVID-19, and Ontario's food supply stays healthy and strong.

As announced in the 2021 Ontario government budget, Ontario is investing \$10 million to extend funding for a re-designed Enhanced Agri-food Workplace Protection Program to enable more farmers and agri-food operators to protect their workers' health and safety, and increase the sector's resilience in managing the extraordinary costs related of COVID-19.

I encourage you to watch for detailed program information and application forms when the intake opens on April 22, 2021. Applications will be accepted while funding is available or until November 30, 2021. The approval process has been simplified and will be expedited to help support workplace health and safety in the agri-food sector.

.../2

- 2 -

I encourage you to share the information in this letter as well as upcoming details that will be shared through social media with others who may find it helpful.

Again, thank you for your commitment to safeguard against the spread of COVID-19.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ernie Hardeman', written over a large, light-colored circular stamp or watermark.

Ernie Hardeman
Minister of Agriculture, Food and Rural Affairs

COVID-19 Reminders

- For vaccination booking details visit: <https://covid-19.ontario.ca/book-vaccine/>
- Follow your local public health/safety measures: <https://covid-19.ontario.ca/zones-and-restrictions>
- Practice physical distancing – stay 2 metres away from others in public
- Get the facts - www.ontario.ca/page/covid-19-stop-spread

**Ministry of Municipal
Affairs and Housing**

Office of the Deputy Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7100**Ministère des Affaires
Municipales et du Logement**

Bureau du sous-ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7100**April 13, 2021****MEMORANDUM TO: Municipal Chief Administrative Officers and Clerks****SUBJECT: Declaration of Provincial Emergency under the
Emergency Management and Civil Protection Act and
Amendments to the Reopening Ontario Act**

Today I am writing to share some updates related to the declaration of a provincial emergency under the *Emergency Management and Civil Protection Act* (EMCPA), new orders under the EMCPA and amendments to orders under the *Reopening Ontario (A Flexible Response to COVID-19) Act* (ROA).

By declaring a provincial emergency, the EMCPA provides the government with authority to make new orders to address the increasing COVID-19 transmission rates and associated system impacts. The declaration of emergency is valid for up to 14 days and can be extended once for up to another 14 days. Any further extensions must receive approval by the Legislature. The Legislature can extend the emergency declaration for additional periods of no more than 28 days for each extension.

As you are aware, effective April 8, 2021, the government issued a province-wide Stay-at-Home Order (Ontario Regulation 265/21). The Stay-at-Home order requires everyone to remain at home except for essential purposes, which are set out in the order.

Additionally, the Ontario government issued Ontario Regulation 266/21- Residential Evictions, effective April 8, 2021. This order temporarily suspends the enforcement of residential evictions subject to specific exemptions outlined in the order.

Previously, on April 3, 2021, the province imposed a province-wide emergency brake which amended the Stages of Reopening Order under the ROA by placing all public health units under the Shutdown zone of stage 1. Additional amendments were made to the Rules for Areas in Stage 1 Order through Ontario Regulation 267/21 effective April 8, 2021.

For more details on the declaration of a provincial emergency, the province-wide Stay-at-Home Order, the temporary suspension of enforcing residential evictions and amendments under the ROA, please see the attached memorandum from the Ministry of Solicitor General to Chiefs of Police dated April 8, 2021.

Thank you, once again, for your continued efforts to keep our communities safe and healthy.

Sincerely,

Kate Manson-Smith
Deputy Minister, Ministry of Municipal Affairs and Housing

Enclosure: Correspondence from the Ministry of the Solicitor General to all Chiefs of Police dated April 8, 2021 – Declaration of Provincial Emergency under the Emergency Management and Civil Protection Act and Amendments to the Reopening Ontario Act

If a French version is required, please contact
Richard.Stubbings@ontario.ca.

Ministry of the Solicitor General

Ministère du Solliciteur général

Public Safety Division

Division de la sécurité publique

25 Grosvenor St.
12th Floor
Toronto ON M7A 2H325 rue Grosvenor
12^e étage
Toronto ON M7A 2H3Telephone: (416) 314-3377
Facsimile: (416) 314-4037Téléphone: (416) 314-3377
Télécopieur: (416) 314-4037

MEMORANDUM TO: All Chiefs of Police and
Commissioner Thomas Carrique
Chairs, Police Services Boards

FROM: Richard Stubbings
Assistant Deputy Minister
Public Safety Division

SUBJECT: **Declaration of Provincial Emergency under the
Emergency Management and Civil Protection Act and
Amendments to the *Reopening Ontario Act***

DATE OF ISSUE:	April 8, 2021
CLASSIFICATION:	General Information
RETENTION:	Indefinite
INDEX NO.:	21-0044
PRIORITY:	High

As you know, the government has declared a third [provincial emergency](#) under the *Emergency Management and Civil Protection Act* (EMCPA) in order to respond to rising COVID-19 cases, increasing death counts, and increasing capacity pressures in Intensive Care Units (ICUs).

Please note that the orders made under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020* (ROA) remain in force in addition to orders under the EMCPA. The EMCPA provides the government with the authority to make new orders, which is critical given the spike in COVID-19 transmission rates and associated system impacts. While the current orders under the ROA remain an important tool in stopping the spread of COVID-19, the declaration of the provincial emergency and associated EMCPA orders are necessary additional measures to protect Ontarians.

The emergency declaration is valid for up to 14 days and can be extended once for up to another 14 days, and then must receive approval by the Legislature to be extended further. The Legislature can extend the emergency declaration for additional periods of no more than 28 days for each extension.

In addition to the emergency declaration, I am providing further information on emergency orders made pursuant to section [7.0.2 \(4\)](#) of the EMCPA and further amendments to regulations under the ROA.

Stay-at-Home Order (O. Reg. 265/21)

Effective April 8, 2021, the government issued a province-wide Stay-at-Home Order requiring everyone to remain at home except for the essential purposes listed in this order. These exceptions include, but are not limited to, leaving one's residence for work or volunteering that cannot be done remotely, for school or childcare, obtaining food, obtaining goods or services necessary for health or safety, delivering goods to or assisting others who require support or assistance, seeking health care and legal services, and exercise, including walking or moving around outside using an assistive mobility device.

For more information, please refer to [O. Reg. 265/21](#) filed under the EMCPA.

Residential Evictions (O. Reg. 266/21)

Effective April 8, 2021, the order will temporarily suspend enforcement of residential evictions, except where:

- The Landlord and Tenant Board requests that the sheriff expedite the enforcement of an eviction order; or
- a judge of the Superior Court of Justice orders that the sheriff expedites the enforcement of a writ of possession removing a person from their place of residence.

For further information, please refer to [O. Reg. 266/21](#) filed under the EMCPA.

Amendments to the Rules for Areas in Stage 1 (O. Reg. 267/21)

On April 3, 2021, Ontario imposed a provincewide emergency brake to place time-limited public health and workplace safety measures into effect to help to stop the rapid transmission of COVID-19 variants in communities. The emergency brake amended the Stages of Reopening Order under the ROA, by placing all public health units (PHUs) under the Shutdown zone of stage 1.

Measures that remain in effect as a result of this order include:

- Prohibiting indoor organized public events and social gatherings and limiting the capacity for outdoor organized public events or social gatherings to a 5-person maximum, except for gatherings with members of the same household (the people you live with) or gatherings of members of one household and one other person from another household who lives alone;
- Prohibiting personal care services;
- Prohibiting indoor and outdoor dining, with limited exceptions including hospitals and airports. Restaurants, bars and other food or drink establishments will be permitted to operate by take-out, drive-through, and delivery only

- Prohibiting the use of facilities for indoor or outdoor sports and recreational fitness (e.g., gyms) with very limited exceptions;
- Requiring day camps to close; and,
- Limiting capacity at weddings, funerals, and religious services, rites or ceremonies to 15 per cent occupancy per room indoors, and to the number of individuals that can maintain two metres of physical distance outdoors. This does not include social gatherings associated with these services such as receptions, which are not permitted indoors and are limited to five people outdoors.

This regulation which came into force today contains further amendments to the rules for Shutdown zone of stage 1 include the following:

- Limiting the majority of retailers to only operate for appointment-only curbside pick-up between the hours of 7 a.m. and 8 p.m., with delivery of goods to patrons permitted between 6 a.m. and 9 p.m., and in accordance with other restrictions;
- Restricting access to shopping malls to limited specified purposes, including access for appointment-only curbside pick-up, with one single designated location inside the shopping mall, and any number of designated locations outside the shopping mall, along with other restrictions for malls;
- Restricting discount and big box stores in-person retail sales to grocery items, pet care supplies, household cleaning supplies, pharmaceutical items, health care items, and personal care items only, with exceptions for stores in fly-in communities;
- Permitting the following stores to operate for in-person retail by appointment only and subject to a 25 per cent capacity limit and restricting allowable hours of operation to 7 a.m. and 8 p.m. with the delivery of goods to patrons permitted between 6 a.m. and 9 p.m.:
 - o Safety supply stores;
 - o Businesses that primarily sell, rent or repair assistive devices, aids or supplies, mobility devices, aids or supplies or medical devices, aids or supplies;
 - o Rental and leasing services including automobile, commercial and light industrial machinery and equipment rental;
 - o Optical stores that sell prescription eyewear to the public;
 - o Businesses that sell motor vehicles, recreational vehicles, trailers and travel trailers, boats and other watercraft, and other motorized vehicles;
 - o Vehicle and equipment repair and essential maintenance and vehicle and equipment rental services; and
 - o Retail stores operated by a telecommunications provider or service, which may only permit members of the public to enter the premises to purchase a cellphone or for repairs or technical support.

- Permitting outdoor garden centres and plant nurseries, and indoor greenhouses that engage in sales to the public, to operate with a 25 per cent capacity limit and a restriction on hours of operation;
- Permitting liquor stores to operate for in-person retail, subject to 25 per cent capacity limit and restricting allowable hours of operation to 7 a.m. and 8 p.m. with the delivery of goods to patrons permitted between 6 a.m. and 9 p.m.; and,
- Adding restrictions for outdoor markets to require that products only be provided to patrons in an outdoor area, or through alternative methods of sale such as curbside pick up or delivery, and restricting allowable hours of operation to 7 a.m. and 8 p.m. with the delivery of goods to patrons permitted between 6 a.m. and 9 p.m.

For further information, please refer to the amending regulation [O. Reg. 267/21](#).

Enforcement of Orders

The ministry recognizes that province-wide, police services are continuing to work together with local enforcement partners, and to implement targeted local campaigns to reinforce the public health requirements under the ROA and EMCPA.

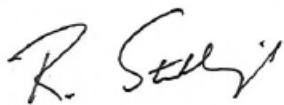
As you are aware, for offences under the ROA and EMCPA, police and other provincial offences officers including First Nation Constables, Special Constables, and municipal by-law officers have discretion to either issue tickets to individuals for set fine amounts or issue a summons under Part I of the *Provincial Offences Act* (POA), or to proceed under Part III of the POA by laying an information.

The ministry continues to work with enforcement ministries and municipalities to collaborate and information share, including through the dedicated 1-800 Enforcement Support Line and email resource at EssentialWorkplacesSupport.SolGen@ontario.ca. Analysis of enforcement data that your police service provides to the ministry continues to support data-driven decision-making.

As cases continue to trend sharply upward in a growing number of communities, I encourage you to continue local enforcement efforts to support compliance with orders under the EMCPA and ROA.

Thank you, as always, for your continued efforts to help keep our communities safe and healthy.

Sincerely,



Richard Stubbings
Assistant Deputy Minister
Public Safety Division

From: Board Chair <MPACBoard.Chair@mpac.ca>
Sent: Thursday, April 8, 2021 11:01:24 AM
To: Cathy Burghardt-Jesson <cbjesson@lucanbiddulph.on.ca>
Subject: MPAC Annual Report 2020

Good morning Mayor Burghardt-Jesson,

I am extremely proud of MPAC's accomplishments during a difficult year, and I'm pleased to provide you with our 2020 Annual Report <https://annualreport.mpac.ca/2020-annual-report> for your information. While a province-wide assessment update continues to be postponed due to the pandemic, our work never stops managing and analyzing one of the most complex property databases in the world.

Our 2020 Annual Report provides an overview of MPAC's operational and financial performance over the year. It has been prepared as required by the *Municipal Property Assessment Corporation Act*, and is also being provided to the Premier, Minister of Finance, Members of Provincial Parliament and the Association of Municipalities of Ontario.

Should you have any questions regarding the report, please do not hesitate to contact me at 705-335-0001, or Nicole McNeill, President and Chief Administrative Officer, at 905-837-6166.

If you would like a detailed copy of MPAC's Financial Statements for the Year Ended December 31, 2020, please contact Mary Meffe, Vice-President, Corporate and Information Services and Chief Financial Officer, at 289-539-0306.

Yours truly,

Alan Spacek
Chair, MPAC Board of Directors

Copy: CAOs, Clerks and Treasurers

April 6, 2021

Ms. Cathy Burghardt-Jesson
Warden, County of Middlesex
399 Ridout Street North
London, ON N6A 2P1

Dear Warden Burghardt-Jesson,

Re: Monthly Board of Health Update – March 2021

Please find the February Board of Health meeting update attached to this memo. The attached update includes links to reports reviewed at the March 18th Board of Health meeting, as well as links to the minutes from the meeting.

Sincerely,



Maureen Cassidy
Chair, Middlesex-London Board of Health

cc:

Bill Rayburn, CAO, Middlesex County
Kathy Bunting, Clerk, Middlesex County
Middlesex County Municipalities



MIDDLESEX-LONDON BOARD OF HEALTH
Meeting Update

BOARD OF HEALTH MEETING – March 18, 2021, 7 p.m.

Please note: This document contains draft versions of motions only from this meeting. Significant discussion on many items is not captured here but will be available in the approved minutes that will be published after the meeting of the following month.

[Complete Agenda Package \(PDF\)](#)

Approved: [February 18, 2021 - Board of Health meeting](#)

Received: [February 18, 2021 - Governance Committee meeting](#)
[March 4, 2021 – Finance and Facilities Committee meeting](#)

Reports	Reports Received and Approved by the Board of Health
<p>Finance and Facilities Committee Meeting Summary (Report No. 12-21)</p>	<p>It was moved by Mr. Reid, seconded by Ms. Elliott, that the Board of Health receive Report No. 06-21FFC “Public Sector Salary Disclosure Act – 2020 Record of Employee’s Salaries and Benefits” for information.</p> <p>It was moved by Mr. Reid, seconded by Ms. DeViet, that the Board of Health receive Report No. 07-21FFC, “2020 Vendor / VISA Payments” for information.</p> <p>It was moved by Mr. Reid, seconded by Mr. Steele, that the Board of Health receive Report No. 08-21FFC, “2020 Board of Health Remuneration” for information.</p> <p>It was moved by Mr. Reid, seconded by Mr. Steele, that the Board of Health receive Report No. 09-20FFC, “Single Source Contract Award - KPMG” for information.</p>
<p>Summary Information Report – March 2021 re: Concentrations of Nicotine in Vaping Products (Report No. 13-21)</p>	<p>It was moved by Ms. DeViet, seconded by Ms. Elliott, that the Board of Health receive Report No. 13-21 re: Summary Information (March 2021) report re: “Concentrations of Nicotine in Vaping Products Regulations” for information.</p>
<p>Cold Chain Incident (Report No. 14-21)</p>	<p>It was moved by Mr. Parker, seconded by Ms. DeViet, that the Board of Health receive Report No. 14-21 re: “Vaccine Cold Chain Incident Resulting in Product Loss” for information.</p>
<p>COVID-19 Disease Spread and Vaccine Update</p>	<p>It was moved by Mr. Reid, seconded by Ms. Arielle Kayabaga, that the Board of Health receive the verbal report on COVID-19 Disease Spread and Vaccine Update for information.</p>

<p>Vector Borne Disease Program: Request for Proposal</p> <p>(Report No. 16-21)</p>	<p>It was moved by Ms. Kayabaga, seconded by Mr. Steele, that the Board of Health:</p> <ol style="list-style-type: none"> 1) Receive Report No. 16-21 re: Vector-Borne Disease Program: Request for Proposal; 2) Approve award of the contract for the Vector Borne Disease Program, Part A - Larval Mosquito Surveillance & Control, to Canadian Centre for Mosquito Management (CCMM) Inc. in the amount of \$89,460 (before taxes); and 3) Approve award of the contract for the Vector Borne Disease Program, Part B - Mosquito Identification and Viral Testing, to Entomogen Inc. in the amount of \$21,025 (before taxes).
<p>Medical Officer of Health Activity Report March 2021</p> <p>(Report No. 15-21)</p>	<p>It was moved by Mr. John Brennan, seconded by Ms. Tino Kasi, that the Board of Health receive Report No. 15-21 re: “Medical Officer of Health Activity Report for March 2021” for information.</p>
<p>Correspondence for March 2021</p>	<p>It was moved by Ms. Kasi, seconded by Ms. Elliott, that the Board of Health endorse correspondence item a) re: “Keeping Ontario Open” from the Association of Local Public Health Agencies.</p> <p>It was moved by Mr. Parker, seconded by Ms. DeViet, that the Board of Health receive correspondence items b) through g.</p>



AGCO

Alcohol and Gaming
Commission of Ontario

**Alcohol and Gaming
Commission of Ontario**

90 Sheppard Avenue East
Suite 200
Toronto ON M2N 0A4

April 15, 2021

(La version française suit la version anglaise)

Information Bulletin: Reforms to support Ontario liquor manufacturers and delivery services

The Government of Ontario has introduced several liquor reforms to support businesses as they work to recover from the COVID-19 pandemic and to offer consumers greater choice and convenience, now and into the future.

These reforms impact licensed liquor manufacturers and liquor delivery services.

Licenses and operators must follow public health measures enacted by the province and any additional restrictions in place in their municipality and they must continue to meet all other existing legislative and regulatory requirements. For information specific to the Ontario Government's recent declaration of emergency, licenses and operators are encouraged to read the [full list of restrictions](#).

Expansion of the Farmers' Market Program (Beer)

The government's 2021 Budget noted the sale of Ontario beer at farmers' markets would be permitted in the upcoming season. Regulation 720 under the *Liquor Licence Act* has been amended to expand the product offerings that can be sold at farmers' markets by allowing licensed manufacturers with an on-site brewery retail store to sell their eligible beer, as set out in Regulation 720, at Ontario farmers' markets. Specifically, beer is eligible to be sold at a farmers' market only if the full brewing process takes place at a production site in Ontario.

Before they can start selling their products at farmers' markets, licensed manufacturers must be issued an authorization from the Alcohol and Gaming Commission of Ontario (AGCO) for an occasional extension of their on-site brewery retail store within a farmers' market and meet all prescribed conditions of their authorization.

Interested manufacturers may begin applying to the AGCO as of April 15, 2021, through the [iAGCO portal](#). The AGCO will not charge a fee to issue authorizations for eligible manufacturers who wish to participate in the Farmers' Market program.

Prior to this amendment, the Farmers' Market program was available to eligible manufacturers with an on-site retail store that produce 100% Ontario wine (including cider made from 100% Ontario apples) and/or eligible spirits. This change reinforces the government's commitment to supporting fairness across the liquor sector and creating opportunities for other Ontario manufacturers while

providing additional choice and convenience for consumers, particularly amidst the COVID-19 pandemic.

Changes to allow for the continuation of non-exclusive relationships between Liquor Delivery Service licensees and certain retailers

In the summer of 2020, the government made changes to the province's liquor laws to permit liquor delivery services to enter into non-exclusive agreements with The Beer Store or manufacturers who have retail stores to facilitate the purchase and delivery of liquor on behalf of a customer. These changes only applied to the purchase and delivery of liquor before July 1, 2021.

Effective today, the government has removed the date of July 1, 2021 from Regulations 718 and 720 under the *Liquor Licence Act* to allow agreements between liquor delivery services and certain retailers and manufacturers to continue beyond that date. This means there no longer is an end date to permitting agreements between liquor delivery services and The Beer Store or manufacturers with retail stores.

As a reminder, these agreements may include, for example, the listing of products on the liquor delivery service's website or app and cannot restrict a liquor delivery service or manufacturer from entering into further agreements.

Licence holders should review the amendments to ensure that they are in compliance with all legislative and regulatory requirements. Links to electronic versions of the *Liquor Licence Act* and its regulations are available on the AGCO's [Acts and Regulations](#) page. Licensees must also ensure that any individuals involved in the sale or delivery of liquor have completed Smart Serve training.

Additional Information

Please read the [Information Bulletins from July 2020](#) and [December 2020](#) for highlights of recent liquor reforms to support businesses.

In response to the rapid increase in COVID-19 transmission, the Ontario Government declared a third provincial emergency and issued a province-wide stay-at-home order, effective on April 8, 2021. To help licensees understand the implications of these new measures, the AGCO is highlighting [relevant information](#) for each sector for ease of reference.

AGCO Customer Service

Via the [iAGCO online portal](#)
Or Telephone: 416-326-8700
Toll free in Ontario: 1-800-522-2876



CAJO

Commission des alcools
et des jeux de l'Ontario



News Release

Ausable Bayfield Conservation



FOR IMMEDIATE RELEASE

DATE OF ISSUE: April 15, 2021

Keith, Geoff and Mike Strang are Conservationists of the Year

Ausable Bayfield Conservation announces Conservationist of the Year Award winners; Award is to be presented to Strang family later in 2021

Ausable Bayfield Conservation has announced the winners of the Conservationist of the Year Award. The winners, in 2021, are Keith, Geoff and Mike Strang of RR 3 Exeter.

Ausable Bayfield Conservation Authority (ABCA) will present the award later this year.

Keith Strang, and his sons Geoff and Mike, are very interested in preserving the land which they farm. The Strangs use cover crops, crop rotation and vegetative cover to build soil health and prevent soil erosion. They have also established watercourse buffers and restored a wetland. This local farm family is innovative with conservation tillage, variable seeding, and fertilizing. These local agricultural producers are also generous with their time in speaking to their peers at events related to agriculture and soil health.

The fourth and fifth generation of the Strang family are farming near Exeter. Strang Farms works about 2,400 acres in the area. Their growth strategy is to employ “conservation farming practices with the latest crop sciences and advanced technologies.”

“We are proud to announce Keith, Geoff and Mike Strang as this year’s winners of the Conservationist of the Year Award,” said Doug Cook, Chair of the Ausable Bayfield Conservation Authority Board of Directors. “They are leaders in their industry and they put best management practices into action to the benefit of water and soil in this watershed.”

The award recipients are to receive a handcrafted award made by Bob Hutson, of Windbreak Farm (windbreakfarm.ca) Custom Woodworks near Fullarton, Ontario. The engraved dual-purpose board is a piece of art on one side and a serving tray on the other and is made from beech wood. In addition to the prize, Ausable Bayfield Conservation is donating towards a tree and plaque at a Commemorative Woods.

Ausable Bayfield Conservation has presented the Conservationist of the Year Award since 1984. Winners have included community organizations, companies, nature groups, rural landowners and residents, agricultural producers and farms, service clubs, and municipalities. Each winner is a business, organization, farm, or person residing in the watershed or having done conservation work there.

Learn more about the conservation awards at: <https://www.abca.ca/community/conservationistoftheyear/>

– 30 –

CONTACT: Tim Cumming, Communications Specialist, Ausable Bayfield Conservation, e-mail tcumming@abca.ca or phone 519-235-2610 or 1-888-286-2610, extension 248.

April 20, 2021

Page 2 of 2





BOARD OF DIRECTORS

Thursday, April 15, 2021

**Ausable Bayfield Conservation Authority Administration Centre
Morrison Dam Conservation Area
VIA VIDEO CONFERENCE**

10:00 a.m.

HEARING

Pursuant to Ontario Regulation 147/06

(Development, Interference with Wetlands & Alteration to Shoreline and Watercourses)

Regarding Permit Application #2021-24

BOARD OF DIRECTORS MEETING

AGENDA

1. Chair’s Welcome
2. Adoption of Agenda
3. Discloser of Pecuniary Interest
4. Disclosure of intention to record this meeting by video and/or audio device
5. Adoption of Minutes from March 18, 2021
6. **Business Out of the Minutes**
 - Proposed Shoreline Policy Update, Dynamic Beach Areas – Geoff Cade
7. **Program Reports**
 - Report 1: (a) Development Review (O Reg147/06) - Meghan Tydd-Hrynyk
(b) Violations/Appeals Update – Geoff Cade/Daniel King
 - Report 2: Flood Emergency Planning Meeting – Davin Heinbuck
 - Report 3: Stewardship Clusters Project – Mari Veliz
 - Report 4: WECI – Armstrong West Erosion Control Repair – Ross Wilson/Geoff Cade
 - Report 5: WECI – Parkhill Dam Electrical Upgrade – Ross Wilson/Geoff Cade
 - Report 6: WECI – Port Franks Marina Erosion Control – Ross Wilson/Geoff Cade
 - Report 7: Conservation Authority Act Changes Update – Brian Horner
 - Report 8: 1st Quarter Profit and Loss Statement – Brian Horner
 - Report 9: Staff and Board Member Years of Service Awards Update – Brian Horner
8. Correspondence
9. New Business
10. Committee of the Whole
11. Adjournment

Source Protection Authority Meeting to follow

Upcoming Meetings
May 20 Board of Directors Meeting at 10:00 a.m.



MINUTES

BOARD OF DIRECTORS MEETING

Thursday, March 18, 2021

Ausable Bayfield Conservation Authority Boardroom
Morrison Dam Conservation Area

VIA VIDEO CONFERENCE

DIRECTORS PRESENT

Ray Chartrand, Doug Cook, Adrian Cornelissen, Bob Harvey, George Irvin, Dave Jewitt, Mike Tam, Marissa Vaughan, Alex Westman

STAFF PRESENT

Bev Brown, Geoff Cade, Abbie Gutteridge, Davin Heinbuck, Brian Horner, Denise Izcuk, Ian Jean, Daniel King, Mary Lynn MacDonald, Tracey McPherson, Kate Monk, Nina Sampson, Nathan Schoelier, Meghan Tydd-Hrynyk

OTHERS PRESENT

Paul Seebach, *Seebach & Company*

36 members of the public also attended the meeting as observers via Zoom, as per a list provided by Lerner's LLP.

CALL TO ORDER

Chair Doug Cook called the meeting to order at 10:10 a.m. and welcomed everyone in attendance.

ADOPTION OF AGENDA

MOTION #BD 25/21

**Moved Ray Chartrand
Seconded by Alex Westman**

“RESOLVED, THAT the agenda for the March 18, 2021 Board of Directors meeting be approved,”

Carried.

DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest at this meeting or from the previous meeting.

DISCLOSURE OF INTENTION TO RECORD

Chair Cook noted that this meeting was being recorded on Zoom for temporary posting online.

ADOPTION OF MINUTES**MOTION #BD 26/21****Moved by Bob Harvey
Seconded by George Irvin**

“RESOLVED, THAT the minutes of the Board of Directors Annual meeting held on February 18, 2021 and the motions therein be approved as circulated.”

Carried.

BUSINESS OUT OF THE MINUTESShoreline Protection Policy Update, Dynamic Beach Areas

Geoff Cade, Manager of Water & Planning, provided the Board of Directors with a report on the results of the public comment period for the Shoreline Protection Policy for dynamic beach areas, which closed on March 5, 2021. The report noted that 28 comments were received, some of which represented multiple landowners. Included with the report was: a copy of all of the comments received during the public comment period, as well as staff responses; a short letter report from ABCA's consulting Coastal Engineering firm, Baird & Associates ; a letter to the Board from ABCA's solicitor Grant Inglis, as a response to some legal questions raised by one of the comments received; a copy of the current existing policy; a copy of the proposed policy released for comment; an updated policy based on comments received; and excerpts from the St. Clair Region Conservation Authority and Maitland Valley Conservation Authority's dynamic beach protection policies.

The report presented three options for moving forward. The Board can leave the policy as it currently exists, approve the policy as recommended by staff, or consider further amendments to the policy. Staff recommended approving the updated policy based on comments received during the comment period, and further, to review existing applications using the recommended policy.

Board Member Marissa Vaughan, representing the Municipality of South Huron, raised some concerns about the wording in the policy revision that may open up further debate. In addition, she questioned whether or not accessory structures need to be removed if qualified engineering reports note that they do not interfere with shoreline protection. Further, Ms. Vaughan reiterated the need to examine applications on a case-by-case basis. She would like to see further amendment of the policy to include language about reviewing applications on a case-by-case basis, and to emphasize that landowners work together cooperatively when able.

Geoff Cade responded to these concerns, noting that the wording that was causing concern could be removed if needed. Further, he noted that staff would recommend policy that provides latitude for staff to use their professional discretion. Staff does not recommend a policy that is too prescriptive, as it could become very challenging to implement.

The Chair requested permission to speak to the issue, as he is the representative for the Municipality of Lambton Shores, which is directly impacted by the dynamic beach area policy.

By consensus, the Board agreed to allow the Chair to speak to the issue.

Chair Cook was in agreement with Ms. Vaughan's comments and would like to see the current revision of the policy become a draft, and to have it go out to the public for further consultation and amendment. In particular, he noted that he would like to hear more from Mr. Damstra, who represents a number of shoreline owners.

Chair Cook requested a recorded vote on the following motion. By consensus, the Board agreed to a recorded vote.

MOTION #BD 27/21

**Moved by Doug Cook
Seconded by George Irvin**

“RESOLVED, THAT the current amendment of the proposed policy for shoreline protection in a dynamic beach area be called Draft Revision 2 and be released for further public comment, and

“FURTHER, THAT members of the public be permitted to speak to the Board of Directors regarding the proposed policy changes.”

Carried.

Mike Tam voted Nay; remaining members voted Yea.

Some further discussion on the issue included comments from Dave Jewitt, who noted that it will be difficult for staff to amend the policy to the extent that the public would like, while still upholding regulations. Ms. Vaughan noted that she would like to see cases come to the Board for approval in the interim. Geoff Cade responded that it would be likely that they will come to the board as hearings. Further, Ray Chartrand, Bob Harvey and Mike Tam also commented that staff have tried to work with landowners to allow them to meet their needs through this policy revision, and that it is unfortunate that it has become a larger issue than intended.

PRESENTATION

Paul Seebach, of Seebach & Company, presented the 2020 audited financial statement for the Ausable Bayfield Conservation Authority. Seebach & Company staff were able to enter the ABCA Administration Centre in late fall, and the remaining auditing took place via email during the Provincial “stay at home” orders earlier in 2021, which went smoothly. There were no audit issues found or unusual transactions. The statements of financial position and operations were reviewed and the Board had no questions.

MOTION #BD 28/21

**Moved by Ray Chartrand
Seconded by Alex Westman**

“RESOLVED, THAT the 2020 audited financial statement be approved as presented.”

Carried.

Mr. Seebach left the meeting at 11:25 a.m.

PROGRAM REPORTS1. (a) Development Review

Meghan Tydd-Hrynyk, Planning & Regulations Officer, presented the Development Review report pursuant to Ontario Regulation 147/06 *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses*. Through the application process, proposed developments within regulated areas are protected from flooding and erosion hazards. Staff granted permission for 18 *Applications for Permission* and 8 *Minor Works Applications*.

(b) Request for Extension

Geoff Cade asked the Board for a temporary extension for the temporary shoreline measures that were approved on October 15, 2020 for applications #MW2020-89A, #MW2020-89B, and #MW2020-89C. The approval of these temporary measures were conditional upon the applicants receiving permission for permanent shore protection structures by March 31, 2021. As the process to update the Shoreline Protection Policy for dynamic beach areas has not yet been resolved, staff recommended extending the approval for temporary measure to the maximum extent, which is a year from initial approval. In this case, approval for the temporary measures would extend until October 15, 2021.

MOTION # BD 29/21**Moved by George Irvin
Seconded by Mike Tam**

“RESOLVED, THAT the Board of Directors extend the approval of applications #MW2020-89A, #MW2020-89B, and #MW2020-89C until October 15, 2021 for temporary shoreline protection to conventional ABCA conditions for shoreline protection structures.”

Carried.(c) Violations/Appeals Update

Daniel King, Regulations Coordinator, advised that staff visited a site in Central Huron where work was ongoing and no permit had been issued. Staff advised the contractor that work should be stopped until permits were in place, but work continued. The contractor has had several violations and warnings in the past. Mr. King noted that staff will need to apply for a court injunction to issue an order to stop work at the site.

MOTION #BD 30/21**Moved by Alex Westman
Seconded by Adrian Cornelissen**

“RESOLVED, THAT the Board of Directors affirm the approval of applications as presented in Program Report # 1 – a) Development Review and receive the information as presented in Program Report #1 - c) Violations/Appeal Update.”

Carried.

2. Gypsy Moth Management Recommendations

Ian Jean, Forestry & Land Stewardship Specialist, provided an update on planned gypsy moth caterpillar management on private lands, municipal lands, and to provide recommendations for management actions on CA properties this spring. The area of primary focus in Lambton Shores, specifically the Port Franks and Northville communities. Some management options include a "hands off" approach, as populations of gypsy moth will eventually be managed naturally by disease and predators, and the long-term health of forests is not generally impacted by defoliation. Removing egg masses or tree trunk wrapping to remove caterpillars are another option, but may not make a large impact on areas of severe outbreaks. Finally, aerial application of Btk (*Bacillus thuringiensis*) can be used for larger scale management. Consistent with other conservation authorities, Lambton Shores and Lambton County, the ABCA does not take a position for or against aerial application of Btk to control gypsy moth. Staff generally recommends a "hands off" approach for ABCA owned forests. However, as a number of residential and commercial properties are under contract to be sprayed, staff recommend using a "good neighbor" approach and take actions to spray a 30 meter buffer on our lands adjacent to these properties, at our own expense.

MOTION #BD 31/21

**Moved by Bob Harvey
Seconded by Alex Westman**

"RESOLVED, THAT hands-off management be the default approach for gypsy moth on ABCA properties with the understanding that natural factors will bring the population under control and that forests recover from periodic defoliation, and

"FURTHER, THAT an exception to this approach occur where ABCA forests are adjacent to residential or commercial property and where egg mass surveys predict a moderate to severe defoliation. Under this 'good neighbour' approach, if a residential or commercial property is under contract to be sprayed with Btk, ABCA will enter into a contract to spray a 30 m buffer on adjacent forested lands under CA ownership at its own expense, and

"FURTHER, THAT if a residential or commercial property adjacent to a CA property is not under contract and/or objects to spray, ABCA will not spray the adjacent forested lands, and

"FURTHER, THAT staff be authorized to sign non-objection waivers to allow adjacent private property owners to spray."

Carried.

3. Conservation Lands Regulations

Kate Monk, Stewardship, Lands and Education Manager provided a report on regulations for Conservation Lands. The ABCA owns approximately 9000 acres of land, which are open to the public for passive recreation activities, with permitted and prohibited activities determined by the conservation authority to protect the environment and the public. While the public generally abides by the rules of use for these lands, there are occasionally offenders who disregard the rules. When rules are disregarded there is a process of education, in-person communication, and direct mail correspondence to gain compliance. When these fail, warnings and charges are used under the *Conservation Authorities Act* (Section 29) and *Trespass to Properties Act* (engaging in a prohibited activity). Some offenders are not deterred by these charges or the associated fines.

Staff discussed this issue with the OPP to determine next steps in these cases. They recommended using a Notice of Trespass under the *Trespass to Property Act* to ban or bar a person from entering an ABCA property for a specified period of time. Staff also recommend this action to the Board of Directors, which would be a last resort, and not taken lightly.

MOTION #BD 32/21

**Moved by Alex Westman
Seconded by Mike Tam**

“RESOLVED, THAT the Ausable Bayfield Conservation Authority use the *Trespass to Property Act* to bar and ban repeat offenders from its properties for a specified time period.”

Carried.

4. Crediton Conservation Area Memorandum of Understanding

Kate Monk, Stewardship, Land and Education Manager notified the Board about a new proposed Memorandum of Understanding between the ABCA and the Municipality of South Huron for the Crediton Conservation Area. When the property was originally obtained in 1975 the ABCA entered into an agreement with the Township of Stephen for maintenance, which was taken over by the Municipality of South Huron at the time of amalgamation. The Municipality would like to change the agreement to a Memorandum of Understanding so that it remains in effect until superseded or cancelled by either party. Staff agree with this action and recommend entering into the Memorandum of Understanding.

MOTION #BD 33/21

**Moved by Marissa Vaughan
Seconded by George Irvin**

“RESOLVED, THAT the Ausable Bayfield Conservation Authority enter into a Memorandum of Understanding with the Municipality of South Huron for Crediton Conservation Area.”

Carried.

5. Vehicle Tender Results

Kate Monk, Stewardship, Land and Education Manager presented the results from a vehicle tender. The 2021 ABCA budget included funding for the capital purchase of a four-wheel-drive pick-up truck for technical staff to replace the 2011 Dodge Ram truck. A request for quotations was sent to watershed vehicle dealers on March 2 with a closing date of March 15. Staff received six quotations, and recommend accepting the low tender of \$32,030.01 plus taxes from Huron Motor Products in Exeter.

MOTION #BD 34/21

**Moved by Bob Harvey
Seconded by Ray Chartrand**

“RESOLVED, THAT the Ausable Bayfield Conservation Authority accept the low tender of \$32,030.01 plus taxes for the purchase of a 2021 Chevrolet Silverado 1500 from Huron Motor Products, Exeter ON.”

Carried.

6. Education Update

Denise Iszczuk, Conservation Educator, presented the Board with an update on Education programs that ran over the winter, and that are planned for spring and summer. To date, they have had 253 participants in programs, plus those attending virtual Lunch and Learn sessions. Through the winter, snowshoe rentals totaled \$1,433. New educational opportunities include further Lunch and Learn sessions, School Programs (virtual), Wetlands Teacher Training (virtual), Virtual Library Programs for both Lambton County Libraries and Huron County Libraries, and the Oaks & Acorns Program will continue on Fridays through March and April for adult caregivers and tots. Additionally, staff are planning a number of Schoolyard Programs, a Future Leaders in Conservation Program (Youth Corps), other virtual programming, education kits for teachers to borrow with contactless pick up, Outdoor School, Coyotes & Pups and Muskrats Programs (for families and students, respectively), as well as a number of Family Programs. Summer WILD Nature Day Camps are also planned for 2021, including two weeks of Explorers (ages 6-9) and a week of Adventurers (ages 10-13).

MOTION #BD 35/21**Moved by Dave Jewitt
Seconded by Marissa Vaughan****“RESOLVED, THAT the Education Update by staff be received as presented.”****Carried.****CORRESPONDENCE**

None

NEW BUSINESS

None

COMMITTEE OF THE WHOLE**MOTION #BD 36/21****Moved by Ray Chartrand
Seconded by Alex Westman****“RESOLVED, THAT the Board of Directors go into Committee of the Whole at 11:06 a.m. to discuss two legal matters with Brian Horner, Kate Monk, Geoff Cade, Tracey McPherson and Abbie Gutteridge remaining in attendance.”****Carried.****MOTION #BD 37/21****Moved by Alex Westman
Seconded by Dave Jewitt****“RESOLVED, THAT Committee of the Whole rise and report at 11:55 a.m. and the information presented on the legal matters be received.”****Carried.**

ADJOURNMENT

The meeting was adjourned at 11:58 a.m.

Doug Cook
Chair

Abigail Gutteridge
Corporate Services Coordinator

*Copies of program reports are available upon request.
Contact Abigail Gutteridge, Corporate Services Coordinator*

DRAFT



The Corporation of The Town of Amherstburg

April 6, 2021

Honourable Doug Ford
Premier of Ontario
Email: premier@ontario.ca

VIA EMAIL

Re: Support for Universal Paid Sick Days in Ontario

Dear Premier Ford,

At its meeting held on March 8, 2021, Council for the Town of Amherstburg passed the following:

Resolution # 20210308-073

“That Administration BE DIRECTED to send a letter of support regarding the City of St. Catherine's request for permanent universal paid sick days for all workers in Ontario during the pandemic and beyond.”

Enclosed is a copy of the correspondence from the City of St. Catharines for convenience and reference purposes.

Regards,

Tammy Fowkes
Deputy Clerk, Town of Amherstburg
(519) 736-0012 ext. 2216
tfowkes@amherstburg.ca

cc:

Rebecca Alfieri, Council and Committee Coordinator, St. Catharines
ralfieri@stcatharines.ca

Minister of Labour, Hon. Monte McNaughton
Minister.MLTSD@ontario.ca

Taras Natyshak
tnatyshak-co@ndp.on.ca

Chris Lewis
Chris.Lewis@parl.gc.ca

Association of Municipalities of Ontario (AMO)
amo@amo.on.ca

All Ontario Municipalities



February 9, 2021

The Honourable Doug Ford, M.P.P.
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Sent via email: premier@ontario.ca

**Re: Universal Paid Sick Days in Ontario
Our File 35.31.99**

Dear Premier Ford:

At its meeting held on February 1, 2021, St. Catharines City Council approved the following motion:

“WHEREAS workers in Ontario without paid sick leave often feel forced to work when unwell so they can feed and support their families and are at risk of losing a paycheque or even their jobs if they stay home; and

WHEREAS the Canada Recovery Sickness Benefit is temporary, not accessible to all and not usable for the crucial first few days of an illness; and

WHEREAS had legislated paid sick leave been in place before the global pandemic, lives would have been saved because infection rates would have been reduced; and

WHEREAS the lack of paid sick days has especially hurt Black, Indigenous, workers of colour, women and migrant workers who are over-represented in low-paying frontline jobs with few benefits and a reduced ability to work from home; and

WHEREAS the Ontario Medical Association, 11 GTHA Mayors and Chairs representing Ontario’s largest municipalities, the editorial board of the Toronto Star, the Toronto Board of Health, the Decent Work and Health Network, the Ontario Nurses Association, and several other professional associations representing thousands of healthcare workers have all called on the provincial government to legislate paid sick days;

THEREFORE BE IT RESOLVED that the City of St. Catharines endorses legislated sick leave and calls on the government of Ontario to permanently legislate universal paid sick days for all workers in Ontario during the pandemic and beyond, regardless of workplace size, type of work or immigration status; and

BE IT FURTHER RESOLVED that this motion be forwarded to the Premier of Ontario, Minister of Labour, all Regional MPPs, Niagara Region, and all Ontario Municipalities.”



If you have any questions, please contact the Office of the City Clerk at extension 1506.

A handwritten signature in black ink, appearing to read "Bonnie Nistico-Dunk".

Bonnie Nistico-Dunk, City Clerk
Legal and Clerks Services, Office of the City Clerk
:ra

Cc Minister of Labour, Hon. Monte McNaughton, Minister.MLTSD@ontario.ca
Jennifer Stevens, MPP - St. Catharines, JStevens-CO@ndp.on.ca
Jeff Burch, MPP - Niagara Centre, JBurch-QP@ndp.on.ca
Wayne Gates, MPP - Niagara Falls, wgates-co@ndp.on.ca
Sam Oosterhoff, MPP - Niagara West-Glanbrook, sam.oosterhoff@pc.ola.org
Niagara Region
Ontario Municipalities



Allan Thompson
Mayor

Sent via E-Mail to: Patty.Hajdu@parl.gc.ca

March 31, 2021

The Honourable Patty Hajdu
Federal Minister of Health
House of Commons
Ottawa, ON K1A 0A6

Dear Ms. Hajdu,

RE: SUPPORT FOR 988, A 3-DIGIT SUICIDE AND CRISIS PREVENTION HOTLINE

I am writing to advise that at the Town Council meeting held on March 30, 2021, Council adopted a resolution endorsing the 988 crisis line initiative to ensure critical barriers are removed to those in a crisis and seeking help.

The resolution reads as follows:

Whereas the Federal government has passed a motion to adopt 988, a National three-digit suicide and crisis hotline;

Whereas the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200%;

Whereas existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold;

Whereas in 2022 the United States will have in place a national 988 crisis hotline;

Whereas the Town of Caledon recognized that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;

Now therefore be it resolved that the Town of Caledon endorses this 988 crisis line initiative; and

That a letter demonstrating Caledon's support be sent to Kyle Seebach, MP, Dufferin-Caledon, the Honourable Sylvia Jones, MPP, Dufferin-Caledon, the Honourable Patty Hajdu, Federal Minister of Health, the Canadian Radio-television and Telecommunications (CRTC) and all municipalities in Ontario.



Allan Thompson
Mayor

Thank you for your attention to this very important matter. We look forward to hearing from you.

Sincerely,



Allan Thompson
Mayor

Cc. Kyle Seeback, MP Dufferin-Caledon, Kyle.Seeback@parl.gc.ca
Honourable Sylvia Jones, MPP Dufferin-Caledon, sylvia.jones@pc.ola.org
Ian Scott, Chairperson and Chief Executive Officer, Canadian Radio-Television and
Telecommunications Commission (CRTC), iscott@telesat.com
All Ontario Municipalities



TOWNSHIP OF ZORRA

274620 27th Line, PO Box 306 Ingersoll, ON, N5C 3K5
Ph. 519-485-2490 • 1-888-699-3868 • Fax 519-485-2520
Website www.zorra.ca • Email admin@zorrra.ca

April 8, 2021

Hon. Steve Clark, Minister of Municipal Affairs and Housing
Via email: minister.mah@ontario.ca

Dear Minister Clark;

Please be advised that at the Township of Zorra Council meeting held on Wednesday, April 8, 2021, Council for the Township of Zorra passed the following:

Resolution No. 27-04-2021

Moved by: Paul Mitchell

Seconded by: Steve MacDonald

“ WHEREAS Joint and Several Liability has been identified by the Association of Municipalities of Ontario, for more than a decade, as a concern to Ontario municipalities as a contributing factor to increasing insurance premiums paid by those municipalities;

AND WHEREAS, previous provincial governments have failed to address those concerns;

THEREFORE BE IT RESOLVED THAT the Township of Zorra supports the Municipality of Tweed in their call for reform and reconsideration of the Negligence Act, R.S.O. 1990, c N.1;

AND THAT this resolution and the letter from the Municipality of Tweed be forwarded to:

- **Steve Clark, Minister of Municipal Affairs and Housing,**
- **Ernie Hardeman, MPP for the riding of Oxford,**
- **The Association of Municipalities of Ontario, and**
- **All Ontario municipalities.”**

Disposition: Carried

April 20, 2021

Page 2 of 4



TOWNSHIP OF ZORRA

274620 27th Line, PO Box 306 Ingersoll, ON, N5C 3K5
Ph. 519-485-2490 • 1-888-699-3868 • Fax 519-485-2520
Website www.zorra.ca • Email admin@zorrra.ca

Enclosed is a copy of the correspondence from Municipality of Tweed for convenience and reference purposes.

Yours truly,

A handwritten signature in black ink, appearing to read 'Alycia Wettlaufer', is written in a cursive style.

Alycia Wettlaufer
Legislative Coordinator/Deputy Clerk, Township of Zorra

Encl.

CC: Hon. Ernie Hardeman, MPP for the Riding of Oxford Hardeman@execulink.com
The Association of Municipalities of Ontario
Municipality of Tweed info@tweed.ca
All municipalities of Ontario

MUNICIPALITY OF TWEED

255 Metcalf St., Postal Bag 729
Tweed, ON K0K 3J0
Tel.: (613) 478-2535
Fax: (613) 478-6457



Email: info@tweed.ca
Website: www.tweed.ca
facebook.com/tweedontario

March 10, 2021

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

Re: Advocacy for Reform of Joint and Several Liability

Dear Hon. Doug Ford,

During our budget deliberations and the review of the pricing for insurance for the 2021 year, Council is requesting that reform of the Joint and Several Liability system be undertaken. For the Municipality of Tweed, a small municipality within the County of Hastings, with population of 6,044 and total households of 3,023, as at the last census in 2016, we are experiencing significant increasing costs of insurance.

Over the last 5 years, we have experienced increase in our insurance premiums due to Joint and Several Liability. Our last 5 years of insurance premiums have been:

2017	\$161,441.84
2018	\$164,497.28
2019	\$171,649.20
2020	\$213,466.36
2021	\$265,170.24

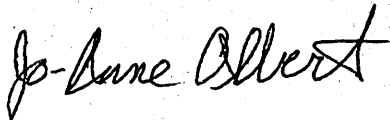
Over the last 5 years, the annual premium has increased by \$103,728.40. That is 64.25%. For the Municipality of Tweed, the 2021 increase of \$51,703.88 results in a tax levy increase of 1.25%. Therefore, when Council wishes to keep the levy no higher than a 2% increase, especially under the financial times that residents have experienced due to the COVID-19 pandemic, more than half of this increase is allocated to insurance premiums. For a population of only 6,044, the annual cost of insurance per household is \$87.72 in 2021, compared to only \$53.41 in 2017.

This phenomenon is not unique to the Municipality of Tweed, nor is this a new concern. In 2010, the Association of Municipalities of Ontario (AMO) submitted *The Case for Joint and Several Liability Reform in Ontario* on April 1, 2010 (copy can be found at <https://www.amo.on.ca/sites/default/files/assets/DOCUMENTS/Reports/2010/TheCaseforJointandSeveralLiabilityReforminOntario20100401.pdf>).

Because many view municipalities as having "deep pockets", they are often funding a larger portion of awards from court than what the fault percentage is. However, these "deep pockets" are at the cost of every taxpayer within the Municipality.

The Municipality of Tweed is advocating for reform and reconsideration of the *Negligence Act, R.S.O. 1990, c N. 1* to provide for alternatives. Many alternatives were provided in the 2010 AMO report previously referenced, including, but not limited to, Joint and Severable Liability at a set percentage of fault or Joint and Severable Liability based on type of damage.

Respectfully submitted,

A handwritten signature in black ink that reads "Jo-Anne Albert". The signature is written in a cursive, flowing style.

Jo-Anne Albert
Mayor

cc. Hon. Steve Clark, Minister of Municipal Affairs and Housing
All 444 Ontario Municipalities
Association of Municipalities of Ontario



The Corporation of The Town of Amherstburg

April 6, 2021

Honourable Ernie Hardeman
Minister of Agriculture, Food and Rural Affairs
Email: minister.omafra@ontario.ca

VIA EMAIL

Re: Request for Amendments to the Agricultural Tile Drainage Installation Act

Dear Hon. Hardeman,

At its meeting held on March 22, 2021, Council for the Town of Amherstburg passed the following:

Resolution # 20210322-098

“That Administration BE DIRECTED to send correspondence in support of Howick Township’s request for Amendments to the Agricultural Tile Drainage Installation Act.”

Enclosed is a copy of the correspondence from Howick Township for convenience and reference purposes.

Regards,

Tammy Fowkes
Deputy Clerk, Town of Amherstburg
(519) 736-0012 ext. 2216
tfowkes@amherstburg.ca

cc:

Carol Watson – Clerk, Township of Howick
clerk@howick.ca

Taras Natyshak – MP, Essex
tnatyshak-co@ndp.on.ca

Chris Lewis – MPP. Essex
Chris.Lewis@parl.gc.ca

Rural Ontario Municipal Association (ROMA)
roma@roma.on.ca

Ontario Federation of Agriculture (OFA)
paul.nairn@ofa.on.ca

Christian Farmers Federation of Ontario (CFFO)
cffomail@christianfarmers.org

Land Improvement Contractors of Ontario (LICO)
lico.secretary@cyg.net

Drainage Superintendents Association of Ontario (DSAO)
dsaochapter1@dsao.net

Association of Municipalities of Ontario (AMO)
amo@amo.on.ca

All Ontario Municipalities



44816 Harriston Road, RR 1, Gorrie On N0G 1X0
Tel: 519-335-3208 ext 2 Fax: 519-335-6208
www.howick.ca

December 3, 2020

The Honourable Ernie Hardeman
Minister of Agriculture, Food and Rural Affairs

By email only minister.omafra@ontario.ca

Dear Mr. Hardeman:

Please be advised that the following resolution was passed at the December 1, 2020 Howick Council meeting:

Moved by Councillor Hargrave; Seconded by Councillor Illman:

Be it resolved that Council request the Ministry of Agriculture, Food and Rural Affairs amend the Tile Drainage Installation Act and/or the regulations under the Act that would require tile drainage contractors file farm tile drainage installation plans with the local municipality; and further, this resolution be forwarded to Minister of Agriculture, Food and Rural Affairs, Huron-Bruce MPP Lisa Thompson, Perth-Wellington MPP Randy Pettapiece, Rural Ontario Municipal Association, Ontario Federation of Agriculture, Christian Farmers Federation Of Ontario, Land Improvement Contractors of Ontario, Drainage Superintendents of Ontario and all Ontario municipalities. Carried. Resolution No. 288/20

If you require any further information, please contact this office, thank you.

Yours truly,

Carol Watson

Carol Watson, Clerk
Township of Howick



Howick
TOWNSHIP

44816 Harriston Road, RR 1, Gorrie On N0G 1X0
Tel: 519-335-3208 Fax: 519-335-6208
www.howick.ca

Background Information to the Township of Howick Resolution No. 288-20 Requesting Amendments to the Agricultural Tile Drainage Installation Act

Rational for Proposed Amendments

Over the years, Howick Township staff have received many requests for tile drainage information on farmland. Usually these requests come after a change in ownership of the farm. Some of these drainage systems were installed recently but many are 30 to 40 or more years old. Many were installed by contractors who are no longer in business or who have sold the business and records are not available.

Information is generally available if the tile was installed under the Tile Drain Loan Program because a drainage plan is required to be filed with the municipality. If the tile system was installed on a farm without using the Tile Drain Loan Program, there likely are no records on file at the municipal office.

The other benefits to filing tile drainage plans with the municipality are identified in Section 65 of the Drainage Act.

- 65(1) – Subsequent subdivision of land (severance or subdivision)
- 65(3) – Drainage connection into a drain from lands not assessed to the drain
- 65(4) – Drainage disconnection of assessed lands from a drain
- 65(5) – Connecting to a municipal drain without approval from council

Section 14 of the Act states:

(1) “The Lieutenant Governor in Council may make regulations,

(a) providing for the manner of issuing licences and prescribing their duration, the fees payable therefor and the terms and conditions on which they are issued;

(a.1) exempting classes of persons from the requirement under section 2 to hold a licence, in such circumstances as may be prescribed and subject to such restrictions as may be prescribed;

(b) Repealed: 1994, c. 27, s. 8 (5).

(c) establishing classes of machine operators and prescribing the qualifications for each class and the duties that may be performed by each class;



Howick
TOWNSHIP

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www.howick.ca

- (d) providing for courses of instruction and examinations and requiring licence holders or applicants for a licence under this Act to attend such courses and pass such examinations;
- (e) prescribing the facilities and equipment to be provided by persons engaged in the business of installing drainage works;
- (f) prescribing standards and procedures for the installation of drainage works;
- (g) prescribing performance standards for machines used in installing drainage works;
- (h) prescribing forms and providing for their use;
- (i) respecting any matter necessary or advisable to carry out effectively the intent and purpose of this Act. R.S.O. 1990, c. A.14, s. 14; 1994, c. 27, s. 8 (4, 5).”

I believe it would be beneficial if a regulation required the installer, of agricultural drainage, to file a plan of the drainage system with the municipality following completion of the work.

While most of Section 14 deals with contractor, machine and installer licences, I think that Section 14(f) or 14(i) may allow a regulation change. This would be a better solution than an amendment to the Act.

Recommendations:

- Request by municipal resolution that the Ministry of Agriculture, Food and Rural Affairs amend the Tile Drainage Installation Act and/or the regulations, under the Act, that would require tile drainage contractors file all farm tile drainage installation plans in the Municipality where the installation took place
- Send the municipal resolution to:
 - Minister of Agriculture, Food and Rural Affairs
 - Lisa Thompson, MPP Huron Bruce
 - Randy Pettapiece, MPP Perth Wellington
 - Rural Ontario Municipal Association roma@roma.on.ca
 - [OFA](#)
 - [CFFO](#)
 - All Ontario municipalities
 - the Land Improvement Contractors of Ontario (LICO), and
 - the Drainage Superintendents Association of Ontario (DSAO)

Wray Wilson, Drainage Superintendent
Township of Howick
drainage@howick.ca



www.springwater.ca
2231 Nursery Road
Minesing, Ontario
L9X 1A8 Canada

April 16, 2021

To: MP Shipley,
48 Alliance Blvd Suite 104
Barrie, Ontario

Sent via email

RE: Clean Fuel Standard

Good day,

At its regular meeting on April 7, 2021, Council of the Township of Springwater passed resolution C146C-2021 endorsing the following letter presented by the Township of Springwater's Agricultural Advisory Committee regarding the Clean Fuels Standard:

Dear Mr. Shipley,

The purpose of this letter is to discuss the Proposed Clean Fuels Standard that is being considered for legislation. As members of the Springwater Township Agricultural Advisory Committee, we have serious concerns with this proposal. This proposal in its current form, has the potential to be catastrophic to the Canadian farmer. The proposed rules and regulations for restrictions on land use are detrimental to the long-term viability of Canadian agriculture.

If this proposal goes ahead, Canadian farmers will be unable to make improvements to their land to make it more efficient for the use of crop production, thus making them unable to meet the needs of food supply needed for the ever-growing population. Making improvements to land for crop production is essential to the growing demand in food supply for our country and should not have restrictions placed upon it. Instilling restrictions in this manner is no different than telling a homeowner that any renovations made after a specific date disqualifies any future renovations.

The restrictions being imposed through the Clean Fuels Standard will make it so Canadian farmers are unable to recoup costs that they are spending in order to meet the needs of the growing population in Canada. Having these restrictions in place, will have buyers seeking products elsewhere, out of country. What will this do to Canada's economy?

The ideas proposed, 'setbacks from watercourses and woodlands,' would come at a tremendous cost to the Canadian farmers who have purchased, paid taxes, and cared for, for generations, are suddenly unable to use the land for renewable fuel purposes.

How will these costs be recovered if the farmer is unable to utilize this land for crop production? Is a farmer going to have to build separate grain storage to store products that are ineligible for renewable energy at a cost of hundreds of thousands of dollars? Isn't it important that the Canadian Government work with Canadian farmers, not impose unworkable rules and regulations that hinder crop production and create a competitive disadvantage with other countries?

The Canadian Government has shown little regard for Canadian farmers in some of their policies and proposed legislation in recent years. The Clean Fuels Standard combined with the recent Carbon Tax, has the potential to put many Canadian farmers out of business. We need our governments to work with Canadian farmers in order to provide for the growing need of food supply in our country.

Please contact Chair David Spring to discuss this further at (705) 730-4033. We look forward to your support on this matter.

Sincerely,

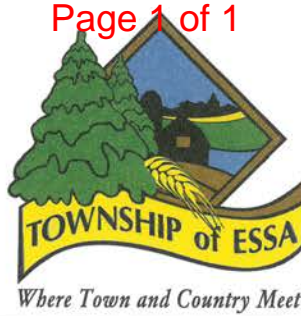
A handwritten signature in black ink that reads "Don Allen". The signature is written in a cursive style with a long horizontal stroke at the end.

Don Allen
Mayor, Township of Springwater

David S. Spring
Chairperson of the Springwater Township Agricultural Advisory Committee

Cc:
Hon., Jonathan Wilkinson, Minister of Environment and Climate Change;
MPP Doug Downey,
Hon., Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs
All Ontario Municipalities

Corporation of the Township of Essa
5786 County Road 21
Utopia, Ontario
L0M 1T0



Telephone: (705) 424-9917
Fax: (705) 424-2367
Web Site: www.essatownship.on.ca

April 9, 2021

Town of Orangeville
87 Broadway
Orangeville ON
L9W 1K1

Re: Support – Bill 257, Schedule C

Please be advised that at its meeting of April 7, 2021, Council of the Township of Essa received a copy of the Town of Orangeville's resolution pertaining to the request to remove Schedule 3 from Bill 257.

Please be advised that Council of the Township of Essa shares the same concerns and hereby supports this resolution as presented.

Sincerely,

A handwritten signature in black ink, appearing to read 'Krista Pascoe', is written over a faint, larger version of the same signature.

Krista Pascoe,
Deputy Clerk

cc:

Doug Ford, Premier of Ontario
Jim Wilson, MPP Simcoe-Grey
Hon. Steve Clark, Minister of Municipal Affairs and Housing
Hon. Laurie Scott, Minister of Infrastructure
Association of Municipalities of Ontario (AMO)
Nottawasaga Valley Conservation Authority

March 31, 2021

Sent via E-Mail: doug.fordco@pc.ola.org

Honourable Doug Ford, Premier
Premier's Office, Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

RE: ONTARIO FIRE COLLEGE CLOSURE

I am writing to advise that at the Town Council meeting held on March 30, 2021, Council adopted a resolution to support the request made by the Township Augusta for the Province of Ontario to reverse their decision to close the Ontario Fire College.

The resolution reads as follows:

That the Province be requested to consider recognizing the Ontario Association of Fire Chiefs (O AFC) as the principle stakeholder to guide, direct, develop and deliver the long-term 'Modernization of Fire Services Training in Ontario';

That staff be directed to explore the opportunity for the Town of Caledon to become a Regional Training Centre to be able to deliver fire services training that is accessible, affordable and attainable; and

That a copy of this motion be provided to The Honourable Sylvia Jones, Solicitor General and MPP, Dufferin-Caledon, the Ontario Association of Fire Chiefs (O AFC), and municipalities in Ontario.

For more information regarding this request, please contact Darryl Bailey, Director, Fire and Emergency Services / Fire Chief by email to darryl.bailey@caledon.ca or by phone at 905.584.2272 ext. 4330.

Thank you for your attention to this matter.

Sincerely,



Allan Thompson
Mayor

cc: Honourable Sylvia Jones, Solicitor General / MPP Dufferin-Caledon, sylvia.jones@pc.ola.org
Ontario Association of Fire Chiefs (O AFC), richard.boyes@oafc.on.ca
Jon Pegg, Ontario Fire Marshal, ofm@ontario.ca
Darryl Bailey, Director, Fire and Emergency Services / Fire Chief, Town of Caledon, darryl.bailey@caledon.ca
All Ontario Municipalities



April 8, 2021

In This Issue

- PJ Marshall Awards - Call for submissions for 2021.
- AMO's webinar on long-term care posted.
- AMO 2021 Early Bird registration ends soon.
- Sponsorship and Exhibit Hall information now available.
- Accessibility & your municipality: Meeting your legal and ethical obligations.
- LAS Webinar: NEW! Aggregates category.
- Careers: Brantford Police Service, East Gwillimbury and Simcoe County.

AMO Matters

Every year at the AMO Conference the PJ Marshall Awards recognize municipal excellence and innovation in capital projects, operating efficiencies and new approaches to service delivery. If you have something you are proud to share, the deadline for 2021 submissions is May 28, 2021.

On March 24, AMO hosted a webinar on long-term care for members. In case you missed it, the link to the recording is here. For more information, contact Michael Jacek, Senior Advisor.

Eye on Events

April 30 is the last day to take advantage of the AMO 2021 early bird registration rate. Register now to be first in line for the last gathering of AMO members before the 2022 provincial election. Conversations at AMO 2021 will provide important input to the next governments' agenda -make sure you have your say by registering today.

What makes an AMO Conference great? Speakers, delegates, political leaders and, importantly: sponsors and exhibitors! Take advantage of the exclusive opportunity to showcase your products and services with municipal leaders from across Ontario. The AMO 2021 virtual conference offers an abundance of options to profile your value.

What are your municipality's legal and ethical obligations to persons with disabilities? AMO's partner, eSolutionsGroup, addresses current Ontario legislation and how it affects content and systems compliance, technical aspects of updating and maintaining accessible content on your website. Register now for the April 8 or April 15 webinar.

LAS

Spring is here and that means so is construction season! [Join our webinar on April 21](#) to learn about our new Aggregates category, making it easier to source the materials you need to get the job done. Part of the [Municipal Group Buying Program](#).

Careers

[Chief Financial Officer - Brantford Police Service](#). Job Posting 21-047. Reports to: Office of the Chief (i.e. Chief and Deputy Chief). Interested applicants are invited to forward complete resumes with cover letter (Word or Adobe format only) and completed Brantford Police Service Application form prior to Monday, April 12, 2021, 12:00 midnight, to: Marva Usher, Recruiting Coordinator, Brantford Police Service, Post Office Box 1116, Brantford, Ontario N3T 5T3. Fax: 519.756.4272; Email: [Marva Usher](#).

[Manager of Water & Wastewater - Town of East Gwillimbury](#). Position status: Permanent, Full-time. Reports to: Director, Operations. If you're looking for a career that will enable you to contribute to a growing and inclusive community, please submit your resume and related information online at [ADP Workforce Now - Career Centre](#). Deadline for applications is April 16, 2021.

[Municipal Technologist - Town of East Gwillimbury](#). Position status: Permanent, Full-time. Reports to Development Manager. If you're looking for a career that will enable you to contribute to a growing and inclusive community, please submit your resume and related information online at [ADP Workforce Now - Career Centre](#). Deadline for applications is April 16, 2021.

[Director, Community Engagement & Partnerships - County of Simcoe](#). Employment Status: Permanent Full-Time. Location: Midhurst. Reference Code: 1202. Closing Date: April 16, 2021. To view the job description and submit your application, please visit Simcoe County [Career Opportunities](#).

About AMO

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

AMO Contacts

[AMO Watch File](#) Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services](#)

[MEPCO Municipal Employer Pension Centre of Ontario](#)

[ONE Investment](#)

[Media Inquiries](#) Tel: 416.729.5425

[Municipal Wire, Career/Employment and Council Resolution Distributions](#)

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April 15, 2021

In This Issue

- AMO 2021 Conference program update.
- AMO webinar on City of Brampton's modernized work from home model.
- AMO training - *Leading Through Crisis: Strengthening Personal Resilience*.
- AMO 2021 Sponsorship and Exhibitor opportunities.
- AMO 2021 Early Bird registration - Ending very soon!
- How is COVID affecting the Ontario electricity market?
- NEW! Group Buying Program aggregates solution.
- Culvert prices protected under Group Buying Program.
- Energy Reporting Portal now open.
- Training on delegation of planning decisions - April 23.
- Careers: York Region DSB, Durham Region, Malahide and Grey County.

Eye on Events

This year's AMO [conference program](#) features issues that matter to you: broadband, long-term care reform, community paramedicine, housing and neighbourhood revitalization, policing, CAs, CBAs, speeches by the Premier, opposition leaders, and Ministers, along with 3 Ministers' forums and provincial delegation meetings. [Register by April 30](#) to take advantage of the early-bird rate.

Join AMO in discussion with City of Brampton CAO Brian Hutchings and Director of Facilities Management and Security, Lisa Sordo. Learn how Brantford moved from decision to implementation and the anticipated positive impact on employees and the city. [Join this free webinar](#) April 23, 1:00 pm - 2:00 pm EST.

AMO has joined with the Loomex Group to offer training that provides tools for elected officials to build resilience and strength in providing leadership through and beyond COVID-19. This important training has limited capacity - [register today](#).

The AMO Annual Conference remains the premier event for sponsors and exhibitors to connect with municipal leadership. This year's conference offers a number of new sponsorship and exhibitor opportunity to explore your role at the 2021 conference contact: [Christine Gallagher](#).

Counting down to April 30, you have 16 days to take advantage of the reduced conference registration rate under our early bird offer. Register by the [April 30 deadline](#).

LAS

COVID-19 created uncertainty in the Ontario electricity sector from forecasting supply, demand, in addition to disruption of reliable operation of the grid to prices and rates. [Read more](#) in our latest blog.

Our [Municipal Group Buying Program](#) has the solution for all your stone, gravel and sand purchases. Join our [webinar on April 21](#) at 10 am to learn about our new Aggregates category, designed to help you easily and efficiently buy any needed materials.

LAS's trade compliant contracts were put in place prior to the current steel price jump, protecting participants from fluctuating costs. Our members are seeing 35% - 45% savings by using the culvert offering under the [LAS Municipal Group Buying Program](#). [Contact Tanner](#) to learn more.

The Ministry of Energy, Northern Development and Mines is now accepting [O. Reg. 507/18](#) annual energy reports. Reporting is for the energy used in 2019 and due by July 1, 2021. Ministry information [webinars](#) will be on April 25, May 12 and 26, and June 9 and 23. Questions, email BPSsupport@ontario.ca.

Municipal Wire*

The Ontario Professional Planners Institute (OPPI) will lead a conversation with municipal council and staff on how delegation of planning approvals could be leveraged to help Council agendas focus on the strategic, support efficient processes, and improve service delivery while maintaining accountability. [Register for this free education opportunity](#) on April 23.

Careers

[Senior Manager, Human Resources - York Region District School Board](#). Reports to: Superintendent of Human Resources. Work Location: Aurora. Number Positions: One (1). Application Deadline: April 19, 2021. Candidates are required to complete the [on-line application](#) to the attention of: The Recruitment Team. This position is effective immediately. IMPORTANT INFORMATION: This application is a repost. If you have already submitted an application, you will not be able to reapply at this time.

[Manager, Corporate Secretariat & Trustee Services - York Region District School Board](#). Work Location: Aurora. Number of Positions: One (1). Application Deadline: April 27, 2021. In compliance with Board policies and procedures, responsible for the implementation, monitoring and refinement of the Board's effective governance framework. Interested applicants are required to complete the following [on-line application](#) to the attention of: The Recruitment Team. This position is effective immediately.

[Director, Customer Contact Centre \(Job ID 14301\) - Region of Durham](#). Reports to:

Commissioner, Corporate Services. To learn more about this opportunity, please visit Durham Region [Job Postings](#) and apply online directly to Job ID# 14301 no later than April 22, 2021.

Chief Administrative Officer - Township of Malahide. The Township is located on the brow of Lake Erie, in the heart of Elgin County, minutes away from the Cities of St. Thomas and London. Applicants must indicate how they meet the minimum qualifications in their resume and cover letter submissions. Please submit your resume in confidence by email, no later than April 30, 2021, to: [Gwen Tracey](#), Manager of Human Resources, Township of Malahide. Tel.: 519.773.5344, ext. 241.

Maintenance Technologist - Grey County. Position Status: Permanent. Department: Transportation Services. Reports to: Maintenance Manager. A detailed job description and instructions on how to apply are available on the [County's website](#). Candidates for this position are invited to submit resumes prior to 4:30 p.m., Friday, May 7, 2021 to: Lisa Wood, Maintenance Assistant, The County of Grey, 595 - 9th Ave. East, Owen Sound, ON N4K 3E3. Email: [Lisa Wood](#).

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LUCAN BIDDULPH
Parks & Recreation Advisory Committee
Meeting Minutes
Wednesday April 7th, 2021 – ZOOM meeting
270 Main St., Lucan

Call to Order: Councillor Daniel Regan called the meeting to order at 6:02pm

- Present: Councillor Daniel Regan, Councillor Peter Mastorakos, Ron Reymer, Todd Bailey, Keith Salter, Colin Haskett, Linda Barr, Jenny Marrinan, Wayne Hall, Ian Watson, Amanda Morrison, Stephanie Hughes-Naherne, Paul Smith, Abby Vandermuren
- Absent: Mayor Cathy Burghardt-Jesson

Disclosure of Pecuniary Interest & Nature Thereof: None

1/ Adoption of Minutes:

Moved by Councillor P. Mastorakos

Seconded by T. Bailey

Resolved that the minutes of the Wednesday March 3rd, 2021 meeting be adopted as circulated.

CARRIED

Business arising From the Minutes:

4.1 Welcome New Members

Councillor D. Regan welcomed new PRAC members Ian Watson, Amanda Morrison and Stephanie Hughes-Naherne and noted the Council is pleased to see new volunteers within the community.

Delegations & Communications: None

Reports: None

New Business

7.1 Phase Two Community Centre Grant- Fundraising Options

P. Smith congratulated PRAC on their hard work contributing to phase two of the Community Centre renovation. The Lucan Community Centre is receiving \$5.5 million from the joint Federal and Provincial funding Infrastructure stream (ICIP) to proceed with phase two of the renovation project. P. Smith noted that if the community were to fundraise \$2.5 million, that this amount would cover the mandatory municipal contribution. C. Haskett asked R. Reymer if it would be reasonable to assume that Lucan Biddulph can afford this project without fundraising. R. Reymer stated that it is possible but the most desirable option, with taxpayers' rates in mind, is to fundraise as best as

possible. Councillor P. Mastorakos reminded PRAC that Campaign Coaches noted \$1 million is a reasonable community goal. R. Reymer suggested for P. Smith to gather information regarding a “donation chart”. Councillor D. Regan asked PRAC to bring suggestions of fundraising opportunities and community leaders that would aid this project for the next meeting. Councillor P. Mastorakos made note of the confidential list from Campaign Coaches regarding possible leaders within the community for fundraising opportunities.

7.2 Hydro One Grant

P. Smith advised that the application for the Hydro One Grant was unsuccessful, however the Parks and Recreation Department will continue to seek funding opportunities for the outdoor exercise equipment.

7.3 Emergency Shut Down Orders

P. Smith acknowledged that all recreation programs and rentals have been put on pause. He further noted staff is hopeful for outdoor seasonal sports this summer and will keep organizations updated throughout this process.

7.4 Play it Forward

P. Smith asked PRAC to brainstorm ways to distribute extra equipment within our community that was donated through the designated program supported by Middlesex Dairy Farmers.

7.5 Summer Update

A. Vandermuren advised staff is optimistic about the summer camp program and has concluded hiring the day camp team. She further advised day camp registration is open and quickly filling up.

Round Table Discussion

P. Smith advised that the Granton and Lucan Community Centre tenders for playground equipment are out and staff is excited to involve the communities’ youth in the overlook of designs. Councillor P. Mastorakos noted that he has emailed PRAC a template of planning for fundraising and can be looked over before the next meeting. T. Bailey extended a thank you to all Parks and Recreation employees for providing a short but meaningful time to the parents and children of the community while the facility was open.

Next Meeting: Wednesday May 5th, at 6:00pm

2/ Adjournment

Motioned by T. Bailey

Seconded by C. Haskett

That the meeting be adjourned at 7:05 pm

CARRIED



MEETING DATE: April 20, 2021

TO: Mayor and Members of Council
FROM: Kathryn Langendyk, Treasurer
REPORT NO.: FIN-06-2021
SUBJECT: Reserves Summary

RECOMMENDATION:

THAT Report No. FIN-06-2021 be received for information.

PURPOSE:

The purpose of this report is to provide Council with the reserve balances.

BACKGROUND:

Reserves and reserve funds are established by municipal councils and act like a savings account. Provincial legislations can also require municipalities to establish reserves for specific types of revenue (such as development charges).

Reserves are typically part of an overall strategy for funding operating programs and projects. These funds help offset unexpected expenses or revenue shortfalls. Money in reserves can come from budget surpluses, property tax levies, or other revenue.

Reserve funds are either discretionary or obligatory. Discretionary reserve funds are set by municipal councils for specific purposes. Councils can have flexibility to decide how the money is used. Obligatory reserve funds are required by provincial statutes or contractual agreements and can only be used for their intended purpose.

Reserves and reserve funds are an important tool for a municipality's long term financial sustainability. Setting money aside for unavoidable events and for capital projects reduces the need for long-term borrowing or imposing sudden tax increases on current or future taxpayers.

DISCUSSION:

Reserves and reserve funds receive annual contributions from the operating budget to assist with creating a solid financial position to support the municipality's future cash requirements.

The attached document shows the reserve balances for 2019 Actual, 2020 Projected, and 2021 Budget. Please note the 2020 projected balances are not final yet. Once the audit is completed, the adjustments for surpluses and/or deficits are made. The 2021 balances are based on the projected 2020 balances and adjusted for the budgeted transfers. In the fall of 2021, the balances can be updated to project the ending balances based on actual activities completed/funds collected in the year. This will assist with 2022 budget decisions.

The Parks reserve includes about \$300,000 specifically for soccer field development (2021 Budget balance).

IMPACT TO BUDGET:

Information to support budget and project decisions.

STRATEGIC PLAN:

Although reserves are not addressed in the strategic plan, they are important to the support of many of the specific items in the strategic plan. This report aligns with the stated core values of accountability, transparency, and integrity.

ATTACHMENTS:

Township of Lucan Biddulph Reserve Summary as at March 2021.

Respectfully submitted by:

Kathryn Langendyk

Kathryn Langendyk, CPA, CMA
Treasurer

Township of Lucan Biddulph
Reserve Summary
as at March 2021

RESERVE	2019 Actual	2020 Projected*	2021 Budget**
Working Capital	300,100	300,100	300,100
Building	1,524,906	1,809,357	2,008,949
Tax Stabilization	310,612	304,806	304,806
Vehicles & Equipment	663,359	748,663	931,657
Administration (Benefits)	23,745	23,745	23,745
Roads Construction	442,023	989,307	874,223
Parks	169,118	286,980	406,980
Efficiency (Modernization)	433,746	396,361	266,161
COVID-19	-	35,393	-
Arena	229,074	440,125	250,125
Water Operating	168,828	168,828	168,828
Water Capital	424,586	726,954	686,561
Sewer Operating	110,268	110,268	110,268
Sewer Capital	1,589,076	2,120,791	1,555,612
Federal Gas Tax	-	89,554	-
Lucan Urban Development Charges	1,464,106	1,281,927	1,281,927
Granton Urban Development Charges	51,150	51,511	51,511
Rural Development Charges	47,484	43,572	43,572
Total Reserves	\$ 7,952,180	\$ 9,928,240	\$ 9,265,023

NOTES:

* 2020 Projected is not audited and does not include final entries for surplus/deficits.

** 2021 Budget Development Charge balances will change based on DCs collected and used during the year. Displayed here are the opening balances for the year.



MEETING DATE: April 20, 2021

TO: Mayor and Members of Council
FROM: Kathryn Langendyk, Treasurer
REPORT NO.: FIN-07-2021
SUBJECT: Budget to Actual March 2021

RECOMMENDATION:

THAT Report No. FIN-07-2021 be received for information.

PURPOSE:

The purpose of this report is to provide Council with financial results to March 31, 2021.

BACKGROUND:

Council approved the 2021 budget on March 2, 2021.

Comparing current year budget numbers to the actual results provides an important understanding on where the Township stands, as well as providing information that can affect future decisions.

DISCUSSION:

The financial operational results to March 31, 2021 are provided in the attached report (unaudited). The 2021 budget, as passed by Council, is included for comparison. Capital is not included in the summary report as capital fund balances are not reconciled until year end and are fully funded from grants, donations, development charges, and reserves.

Please note that it is difficult to predict the yearend financial position of the Township due to a number of reasons including, but not limited to:

- Account variances will exist due to timing of events and seasonal fluctuations;
- Some expense account postings are not allocated until year end, i.e. interdepartmental allocations, salary allocations, surplus allocations to reserves, funding of operational items from reserves;
- Audit entries to be completed at year end
- COVID-19 impacts are continuing.

STRATEGIC PLAN:

This report does not align with any specific action item in the strategic plan. However, it does align with the stated core values of accountability, transparency, and integrity.

ATTACHMENTS:

Budget to Actual March 31, 2021

Respectfully submitted by:

Kathryn Langendyk

Kathryn Langendyk, CPA, CMA
Treasurer

Township of Lucan Biddulph
 Summary of Budget to Actual
 as at March 31, 2021

GENERAL GOVERNMENT

	Actual	Budget	% Used
<i>Revenue</i>			
Taxation	4,746,861 *	4,819,652	98%
Grants	118,851	492,324	24%
User Fees/ Permits	77,773	672,841	12%
Fines/Penalties	22,829	92,500	25%
Other Sources	11,448	131,549	9%
Total Revenue	\$ 4,977,762	\$ 6,208,866	80%
<i>Expenses</i>			
Council	26,181	109,670	24%
Administration	224,896	1,056,555	21%
Protective Services	136,773	1,183,755	12%
Public Works - Roads	174,202	1,200,855	15%
Waste/Recycling	88,585	412,753	21%
Parks & Rec Levy	-	638,972	0%
Drains	11,572	189,709	6%
Reserves	-	1,286,797	0%
Other	9,015	129,800	7%
County & School Boards	1,079,281	-	
Total Expenses	\$ 1,750,503	\$ 6,208,866	28%

WATER SYSTEM (excluding capital projects)

	Actual	Budget	% Used
<i>Revenue</i>	\$ 216,373	\$ 911,287	24%
<i>Expenses</i>	\$ 141,867	\$ 911,287	16%

SEWER SYSTEM (excluding capital projects)

	Actual	Budget	% Used
<i>Revenue</i>	\$ 263,408	\$ 1,123,676	23%
<i>Expenses</i>	\$ 106,701	\$ 1,123,676	9%

PARKS & RECREATION

	Actual	Budget	% Used
<i>Revenue</i>			
Ice Rentals	\$ 16,274	\$ 192,500	8%
Canteen & Bar	\$ -	\$ -	
Township Levy	\$ -	\$ 638,972	0%
Pool	\$ -	\$ 17,000	0%
Hall & Grounds Rental	\$ 6,736	\$ 52,475	13%
Programs	\$ (148)	\$ 32,000	0%
Other	\$ 4,611	\$ 33,119	14%
Total Revenue	\$ 27,474	\$ 966,066	3%
<i>Expenses</i>			
Maintenance	\$ 33,243	\$ 76,000	44%
Administration	\$ 112,857	\$ 605,016	19%
Programs	\$ 307	\$ 8,500	4%
Liquor	\$ -	\$ -	
Utilities	\$ 15,920	\$ 130,550	12%
Parks	\$ 7,097	\$ 68,000	10%
Miscellaneous	\$ 12,432	\$ 78,000	16%
Total Expenses	\$ 181,856	\$ 966,066	19%

* This includes the amounts owing to the county and school boards which are not included in the budget

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 3 Ending MAR 31,2021

Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
Fund: 00 GENERAL - OPERATING					
Category: 0???					
0005 TAXATION					
Revenue					
00-0005-4000	TAXATION CLEARING ACCOUNT	4,746,861.15	75,000.00		6,329.15
00-0005-4001	GENERAL-TWP	0.00	4,726,545.00		0.00
00-0005-4002	NOSUPPORT	0.00	0.00		0.00
00-0005-4003	COUNTY	0.00	0.00		0.00
00-0005-4004	ENGLISHPUBLIC	0.00	0.00		0.00
00-0005-4005	ENGLISHSEPARATE	0.00	0.00		0.00
00-0005-4006	FRENCHPUBLIC	0.00	0.00		0.00
00-0005-4007	FRENCHSEPARATE	0.00	0.00		0.00
00-0005-4008	SEWAGEANDWATER-10YEAR	0.00	0.00		0.00
00-0005-4009	CF PROPERTY TAX RECOVERIES	0.00	18,107.00		0.00
Total Revenue		4,746,861.15	4,819,652.00		98.49
Dept Excess Revenue Over (Under) Expenditures		4,746,861.15	4,819,652.00		98.49
0015 PROVINCIAL GRANTS					
Revenue					
00-0015-4100	ONTARIO MUNICIPAL PARTNERSH	112,625.00	450,500.00		25.00
00-0015-4105	SITE CERTIFICATION GRANT	0.00	0.00		0.00
00-0015-4106	OMAFRA RED PROGRAM GRANT	0.00	7,500.00		0.00
00-0015-4110	MMAH EFFICIENCY GRANT	0.00	0.00		0.00
00-0015-4115	CANNABIS IMPLEMENTATION FUND	0.00	0.00		0.00
00-0015-4125	COVID19 SAFE RESTART	0.00	0.00		0.00
Total Revenue		112,625.00	458,000.00		24.59
Dept Excess Revenue Over (Under) Expenditures		112,625.00	458,000.00		24.59
0020 DRAIN GRANTS					
Revenue					
00-0020-4104	MUNICIPALDRAINGRANTS	0.00	5,000.00		0.00
Total Revenue		0.00	5,000.00		0.00
Dept Excess Revenue Over (Under) Expenditures		0.00	5,000.00		0.00
0025 OTHER GRANTS					
Revenue					
00-0025-4151	OPP CSPT GRANT	2,025.52	3,000.00		67.52
00-0025-4153	FCM AMP GRANT	0.00	15,124.00		0.00
00-0025-4166	COUNTY CONNECTINGLINK	4,200.60	8,000.00		52.51
00-0025-4171	CANADA DAY GRANT	0.00	3,200.00		0.00
00-0025-4180	FEDERAL GAS TAX	0.00	0.00		0.00
00-0025-4197	MAIN ST REVITALIZATION	0.00	0.00		0.00
Total Revenue		6,226.12	29,324.00		21.23
Dept Excess Revenue Over (Under) Expenditures		6,226.12	29,324.00		21.23
0035 PLANNING & ZONING FEES					

General Ledger
Annual Department Budget vs. Actual Comparison Report
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Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
Revenue					
00-0035-4351	ZONING&PLANNINGAMENDMENT:		3,000.00	10,000.00	30.00
00-0035-4352	MINORVARIANCES		2,000.00	3,000.00	66.67
00-0035-4354	SEVERANCES		3,500.00	7,500.00	46.67
00-0035-4360	SITEPLANAGREEMENT		1,000.00	5,000.00	20.00
00-0035-4361	DEVELOPMENT AGREEMENT		0.00	0.00	0.00
00-0035-4362	DRAFT PLAN APPROVAL		0.00	0.00	0.00
00-0035-4565	TAXCERTIFICATES&ZONING		3,100.00	10,000.00	31.00
Total Revenue			12,600.00	35,500.00	35.49
Dept Excess Revenue Over (Under) Expenditures			12,600.00	35,500.00	35.49
0040 LICENCES & PERMITS					
Revenue					
00-0040-4401	LOTTERY LICENCES		0.00	200.00	0.00
00-0040-4403	DOG LICENCES		13,467.05	15,000.00	89.78
00-0040-4405	BUILDINGPERMITS&FEES		31,427.40	150,000.00	20.95
00-0040-4415	BURIAL&MARRIAGE LICENCES		1,878.00	5,000.00	37.56
Total Revenue			46,772.45	170,200.00	27.48
Dept Excess Revenue Over (Under) Expenditures			46,772.45	170,200.00	27.48
0045 USERFEES & RENTAL FEES					
Revenue					
00-0045-4009	GARBAGE LEVY		(102.03)	232,000.00	(0.04)
00-0045-4010	RECYCLINGLEVY		(136.00)	162,000.00	(0.08)
00-0045-4011	SPRING CLEAN-UP RECOVERIES		0.00	0.00	0.00
00-0045-4501	MUNICIPALDRAINS		0.00	0.00	0.00
00-0045-4505	SALEOFEQUIPMENT		0.00	0.00	0.00
00-0045-4518	RENTAL PROPERTY - EMS		6,096.75	24,549.64	24.83
00-0045-4519	LIBRARY RENT-FROM COUNTY		8,021.50	32,541.07	24.65
00-0045-4523	QPA SOLAR REVENUE		937.50	3,750.00	25.00
00-0045-4655	ADMINISTRATIVE FEES		3,507.49	12,000.00	29.23
00-0045-4656	PUBLIC WORKS REVENUES		75.00	300.00	25.00
Total Revenue			18,400.21	467,140.71	3.94
Dept Excess Revenue Over (Under) Expenditures			18,400.21	467,140.71	3.94
0050 TILE DRAIN LOANS					
Revenue					
00-0050-4700	TILELOAN-PAYMENTSRECEIVED		0.00	13,709.08	0.00
Total Revenue			0.00	13,709.08	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	13,709.08	0.00
0060 FINES/PENALTIES					
Revenue					
00-0060-4525	PENALTY&INTERESTONTAXES		21,496.35	75,000.00	28.66
00-0060-4526	INTEREST ON OVERDUE A/R		532.26	500.00	106.45
00-0060-4575	PARKINGFINES		800.00	2,000.00	40.00
00-0060-4660	P.O.A.		0.00	15,000.00	0.00

General Ledger
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 Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 3 Ending MAR 31,2021

Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
Total Revenue			22,828.61	92,500.00	24.68
Dept Excess Revenue Over (Under) Expenditures			22,828.61	92,500.00	24.68
0080 OTHERREVENUE					
Revenue					
00-0080-4271	COMMISSIONER FEES		290.00	1,500.00	19.33
00-0080-4272	EDC PROCEEDS		559.68	3,000.00	18.66
00-0080-4273	BACONFEST REVENUE		0.00	35,000.00	0.00
00-0080-4274	INDUSTRIAL PARK SALES		0.00	0.00	0.00
00-0080-4275	CANADA DAY		0.00	2,000.00	0.00
00-0080-4356	DEVELOPER CONTRIBUTIONS		0.00	0.00	0.00
00-0080-4531	BANKINTEREST		6,709.34	24,000.00	27.96
00-0080-4532	BANK INTEREST- DEV CHARGES		3,562.99	0.00	0.00
00-0080-4535	MISCELLANEOUSREVENUE		26.12	5,000.00	0.52
00-0080-4537	CASH IN LIEU OF PARKLAND		0.00	3,000.00	0.00
00-0080-4539	TRANSFER ADM. RESERVE		0.00	0.00	0.00
00-0080-4550	DONATIONS		300.00	0.00	0.00
00-0080-4555	WINTER MAINTENANCE/OTHER R		0.00	0.00	0.00
00-0080-4558	TRANSFER FROM DEV CHARGES		0.00	0.00	0.00
00-0080-4560	COMMUNICATIONTOWER-M.O.H.		0.00	1,000.00	0.00
00-0080-4563	TRANSFER FROM EFF RESERVE		0.00	28,200.00	0.00
00-0080-4648	L.B. FIRE - ADMIN. SUPPORT		0.00	1,070.00	0.00
00-0080-4649	B.B. FIRE - ADMIN. SUPPORT		0.00	1,070.00	0.00
00-0080-4650	LUCANWATER-RECOVERIES		0.00	6,500.00	0.00
00-0080-4655	LUCANSEWER-RECOVERIES		0.00	6,500.00	0.00
Total Revenue			11,448.13	117,840.00	9.71
Dept Excess Revenue Over (Under) Expenditures			11,448.13	117,840.00	9.71
Category Excess Revenue Over (Under) Expenditures			4,977,761.67	6,208,865.79	80.17
Category: 1???					
1010 COUNCIL					
Expense					
00-1010-4910	COUNCILSALARIES/MEETINGS		22,609.23	88,150.00	25.65
00-1010-4930	COUNCILEXPENSES		2,118.82	15,000.00	14.13
00-1010-5030	CPP		1,012.08	4,800.00	21.09
00-1010-5034	EMPLOYERHEALTHTAX		440.88	1,720.00	25.63
Total Expense			26,181.01	109,670.00	23.87
Dept Excess Revenue Over (Under) Expenditures			(26,181.01)	(109,670.00)	23.87
1020 ADMINISTRATION					
Expense					
00-1020-5010	SALARIES		102,675.96	485,000.00	21.17
00-1020-5030	CPP&EI		7,911.70	25,000.00	31.65
00-1020-5031	GROUPINSURANCE		6,634.85	27,500.00	24.13
00-1020-5033	WSIB		2,526.66	16,800.00	15.04
00-1020-5034	EMPLOYERHEALTHTAX		2,190.23	9,500.00	23.06

General Ledger
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Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
00-1020-5035	OMERS		11,327.24	50,200.00	22.56
00-1020-5040	ADVERTISING&PROMOTION		1,769.99	15,000.00	11.80
00-1020-5041	CANADA DAY EXPENSE		0.00	13,000.00	0.00
00-1020-5045	ECONOMIC DEVELOPMENT		20,529.06	89,000.00	23.07
00-1020-5046	BACONFEST EXPENSES		0.00	35,000.00	0.00
00-1020-5047	MAIN ST REVITALIZATION		0.00	0.00	0.00
00-1020-5050	HEAT		556.77	2,000.00	27.84
00-1020-5055	HYDRO		402.82	5,000.00	8.06
00-1020-5060	TELEPHONE/INTERNET		2,650.29	12,000.00	22.09
00-1020-5070	AUDIT		0.00	13,000.00	0.00
00-1020-5080	BANK/PAYROLLCHARGES		1,400.27	6,300.00	22.23
00-1020-5081	PENNY ROUNDING ACCOUNT		(1.53)	0.00	0.00
00-1020-5085	MILEAGE EXPENSE		0.00	1,000.00	0.00
00-1020-5090	INSURANCE		8,415.96	34,500.00	24.39
00-1020-5100	OFFICESUPPLIES		2,034.95	14,000.00	14.54
00-1020-5105	POSTAGE		683.68	21,000.00	3.26
00-1020-5115	COMPUTER - KEYSTONE		0.00	14,000.00	0.00
00-1020-5150	CARETAKER		1,536.58	6,500.00	23.64
00-1020-5160	REPAIR&MTC(BLDG.&EQUIP)		389.32	13,500.00	2.88
00-1020-5180	PIL TAXES		0.00	0.00	0.00
00-1020-5190	MEMBERSHIPS&SUBSCRIPTIONS		2,221.57	6,000.00	37.03
00-1020-5192	ASSET MANAGEMENT EXPENSE		12,254.36	16,805.00	72.92
00-1020-5200	RENTALS-PostageMachine		4,853.68	1,500.00	323.58
00-1020-5215	TRAINING&CONFERENCES		915.84	5,000.00	18.32
00-1020-5235	LEGAL&CONSULTANTS		16,989.29	50,000.00	33.98
00-1020-5240	DONATIONS		0.00	2,500.00	0.00
00-1020-5260	ELECTION		1,241.47	1,250.00	99.32
00-1020-5300	EFFICIENCY FUND PROJECTS		12,784.64	28,200.00	45.34
00-1020-5400	MISCELLANEOUS		0.00	1,500.00	0.00
00-1020-9125	COMPUTER UPGRADES/MAINTEN		0.00	35,000.00	0.00
Total Expense			224,895.65	1,056,555.00	21.29
Dept Excess Revenue Over (Under) Expenditures			(224,895.65)	(1,056,555.00)	21.29
Category Excess Revenue Over (Under) Expenditures			(251,076.66)	(1,166,225.00)	21.53
Category: 2???					
2010 FIRE					
Expense					
00-2010-5640	FIRE-LUCANBIDDULPH		0.00	171,354.00	0.00
00-2010-5641	FIRE-BIDDULPHBLANCHARD		0.00	99,849.00	0.00
Total Expense			0.00	271,203.00	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	(271,203.00)	0.00
2020 POLICING					
Expense					
00-2020-5650	POLICING		111,694.00	670,169.00	16.67
Total Expense			111,694.00	670,169.00	16.67

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 3 Ending MAR 31,2021

Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
Dept Excess Revenue Over (Under) Expenditures			(111,694.00)	(670,169.00)	16.67
2030 PROTECTIVE/INSPECTION CONTROL					
Expense					
00-2030-5667	LIVESTOCKEVALUATORS-SALARI		0.00	772.00	0.00
00-2030-5669	LIVESTOCKEVALUATORS-CLAIMS		0.00	0.00	0.00
00-2030-5705	BUILDINGINSPECTOR		0.00	72,720.00	0.00
00-2030-5730	BUILDINGINSP-EXPENSES		0.00	7,500.00	0.00
00-2030-5732	CLOUDPERMIT		0.00	13,250.00	0.00
00-2030-5735	HEALTH&SAFETY		3,052.80	15,000.00	20.35
00-2030-5740	CYBER SECURITY		0.00	2,000.00	0.00
00-2030-5745	COVID-19		2,612.44	0.00	0.00
00-2030-5810	BY-LAWOFFICER-SALARIES		0.00	17,170.00	0.00
00-2030-5830	BY-LAWOFFICER-EXPENSES		0.00	2,000.00	0.00
00-2030-5930	ANIMALCONTROL-EXPENSES		0.00	1,000.00	0.00
00-2030-5940	CROSSINGGUARD		1,950.00	13,000.00	15.00
00-2030-5960	CRESTS,AWARDS&DINNERS		244.67	3,000.00	8.16
Total Expense			7,859.91	147,412.00	5.33
Dept Excess Revenue Over (Under) Expenditures			(7,859.91)	(147,412.00)	5.33
2040 CONSERVATION AUTHORITY					
Expense					
00-2040-5950	ABCA		0.00	77,752.00	0.00
00-2040-5951	UTRCA		17,219.00	17,219.00	100.00
Total Expense			17,219.00	94,971.00	18.13
Dept Excess Revenue Over (Under) Expenditures			(17,219.00)	(94,971.00)	18.13
Category Excess Revenue Over (Under) Expenditures			(136,772.91)	(1,183,755.00)	11.55
Category: 3???					
3010 ROADWAYS					
Expense					
00-3010-5010	SALARIES		44,186.71	245,000.00	18.04
00-3010-5030	CPP&EI		4,276.82	13,500.00	31.68
00-3010-5031	GROUPINSURANCE		3,317.43	13,750.00	24.13
00-3010-5032	SAVINGSPLAN(RSP)		917.95	4,261.92	21.54
00-3010-5033	WSIB		890.44	7,150.00	12.45
00-3010-5034	EMPLOYERHEALTHTAX		937.06	4,800.00	19.52
00-3010-5035	OMERS		3,330.86	14,700.00	22.66
00-3010-5050	HEAT		1,922.63	5,000.00	38.45
00-3010-5055	HYDRO		918.18	7,500.00	12.24
00-3010-5060	TELEPHONE		826.30	4,500.00	18.36
00-3010-5090	INSURANCE		6,769.20	28,000.00	24.18
00-3010-6040	WORKCLOTHES		124.49	2,750.00	4.53
00-3010-6080	R&M-COMMUNICATIONSSYSTEM		0.00	0.00	0.00
00-3010-6090	RADIOLICENCES		941.51	1,000.00	94.15
00-3010-6091	ONE-CALL LOCATES		(83.43)	2,000.00	(4.17)
00-3010-6135	R&M-PUBLICWORKSBUILDINGS		324.57	15,500.00	2.09

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 3 Ending MAR 31,2021

Account	Description	Previous Year Total	Current Year To Date		Budget Pct Used
			Actual	Budget	
00-3010-6138	R&M 2015 FREIGHTLINER		847.57	10,000.00	8.48
00-3010-6139	R&M 2014 UTILITY 1 TON J.R.		174.59	2,000.00	8.73
00-3010-6143	R&M-CHIPPER		0.00	500.00	0.00
00-3010-6146	R&M-MTTRACKLESS08-SIDEWALK		2,746.51	2,000.00	137.33
00-3010-6149	R&M 2013 WESTERN STAR PLOW		1,278.14	10,000.00	12.78
00-3010-6150	R&M 2011 GMC - disposed 2020		0.00	0.00	0.00
00-3010-6152	R&M 2013 GMC FLOWER TRUCK		565.30	1,200.00	47.11
00-3010-6156	R&M 2008 GRADER		1,921.82	10,000.00	19.22
00-3010-6157	R&M 2012 BACKHOE		191.37	3,000.00	6.38
00-3010-6160	VEHICLEPERMITS		0.00	7,000.00	0.00
00-3010-6161	R&M 2017 RAM - PW Manager		0.00	750.00	0.00
00-3010-6162	R&M 2017 FREIGHTLINER		95.52	5,000.00	1.91
00-3010-6163	R&M 2020 GMC JD		308.55	750.00	41.14
00-3010-6180	EQUIPMENT RENTAL		0.00	2,000.00	0.00
00-3010-6190	GASOLINE		567.71	12,000.00	4.73
00-3010-6195	DIESEL-CLEAR		7,963.65	23,000.00	34.62
00-3010-6196	DIESEL-COLOURED		3,759.66	20,000.00	18.80
00-3010-6197	GREASE/OIL		309.86	2,000.00	15.49
00-3010-6200	TOOLS&SHOPSUPPLIES		1,160.14	12,000.00	9.67
00-3010-6215	SIDEWALKS&CURBCUTS		0.00	35,000.00	0.00
00-3010-6225	STREET,ROAD&911SIGNS		2,529.94	18,500.00	13.68
00-3010-6260	MEMBERSHIPS/TRAINING		1,096.53	6,000.00	18.28
00-3010-6300	MISC.EXPENSE		0.00	1,000.00	0.00
00-3010-6326	BRIDGE MAINTENANCE		0.00	3,000.00	0.00
00-3010-6330	ROADSIDE DRAINAGE		8,066.82	50,000.00	16.13
00-3010-6335	CULVERT REPLACEMENT		435.02	20,000.00	2.18
00-3010-6515	MAINTENANCE		0.00	0.00	0.00
00-3010-6516	TREE PLANTING/TRIMMING		0.00	30,000.00	0.00
00-3010-6517	STUMP REMOVAL		0.00	2,500.00	0.00
00-3010-6518	MAIN ST CROSSWALK CONVERSI		0.00	0.00	0.00
Total Expense			103,619.42	658,611.92	15.73
Dept Excess Revenue Over (Under) Expenditures			(103,619.42)	(658,611.92)	15.73
3020 WINTER CONTROL					
Expense					
00-3020-5010	SALARIES		33,780.18	58,500.00	57.74
00-3020-5030	CPP&EI		654.95	2,000.00	32.75
00-3020-5031	GROUPINSURANCE		542.84	2,250.00	24.13
00-3020-5033	WSIB		853.00	1,600.00	53.31
00-3020-5034	EMPLOYERHEALTHTAX		748.96	1,150.00	65.13
00-3020-5035	OMERS		279.77	1,200.00	23.31
00-3020-6300	MISC EQUIP EXPENSE		2,375.56	2,000.00	118.78
00-3020-6500	CONTRACTED SERVICES		14,274.84	51,094.00	27.94
00-3020-6520	SAND/SALT		9,987.56	45,000.00	22.19
Total Expense			63,497.66	164,794.00	38.53
Dept Excess Revenue Over (Under) Expenditures			(63,497.66)	(164,794.00)	38.53
3030 HARDTOP					
Expense					

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Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
00-3030-5010	SALARIES		0.00	6,200.00	0.00
00-3030-5030	CPP&EI		128.61	400.00	32.15
00-3030-5031	GROUPINSURANCE		120.64	500.00	24.13
00-3030-5033	WSIB		0.00	175.00	0.00
00-3030-5034	EMPLOYERHEALTHTAX		0.00	120.00	0.00
00-3030-5035	OMERS		53.89	225.00	23.95
00-3030-6500	CONTRACTSERVICES-LINE PAINT		0.00	17,000.00	0.00
00-3030-6551	ROAD MAINTENANCE		0.00	31,469.00	0.00
00-3030-6552	STREET SWEEPING		0.00	15,000.00	0.00
Total Expense			303.14	71,089.00	0.43
Dept Excess Revenue Over (Under) Expenditures			(303.14)	(71,089.00)	0.43
3040 LOOSETOP					
Expense					
00-3040-5010	SALARIES		2,458.80	24,000.00	10.25
00-3040-5030	CPP&EI		424.87	1,260.00	33.72
00-3040-5031	GROUPINSURANCE		361.90	1,500.00	24.13
00-3040-5033	WSIB		0.00	650.00	0.00
00-3040-5034	EMPLOYERHEALTHTAX		47.95	475.00	10.09
00-3040-5035	OMERS		107.83	475.00	22.70
00-3040-6510	GRAVEL		879.21	166,000.00	0.53
00-3040-6511	DUST CONTROL		0.00	62,000.00	0.00
00-3040-6551	ROAD MAINTENANCE		0.00	15,000.00	0.00
Total Expense			4,280.56	271,360.00	1.58
Dept Excess Revenue Over (Under) Expenditures			(4,280.56)	(271,360.00)	1.58
3050 CAPITAL					
Expense					
00-3050-9000	DRA UFCO ROADS		0.00	0.00	0.00
Total Expense			0.00	0.00	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00	0.00
3060 STREET LIGHTING					
Expense					
00-3060-7140	STREETLIGHTENERGY		2,188.48	30,000.00	7.29
00-3060-7150	REPAIRS&MAINTENANCE		312.40	5,000.00	6.25
Total Expense			2,500.88	35,000.00	7.15
Dept Excess Revenue Over (Under) Expenditures			(2,500.88)	(35,000.00)	7.15
Category Excess Revenue Over (Under) Expenditures			(174,201.66)	(1,200,854.92)	14.51

Category: 4???

4030 WASTE COLLECTION

Expense

00-4030-5010	SALARIES		475.76	1,050.00	45.31
00-4030-5030	CPP&EI EXPENSE		17.92	75.00	23.89
00-4030-5031	GROUP INSURANCE		24.13	100.00	24.13

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Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
00-4030-5033	WSIB		7.73	50.00	15.46
00-4030-5034	EMPLOYERHEALTHTAX		10.20	20.00	51.00
00-4030-5035	OMERS		21.59	100.00	21.59
00-4030-7340	GARBAGEPICKUP		32,947.20	129,164.00	25.51
00-4030-7360	SPECIALPICKUP		0.00	30,000.00	0.00
Total Expense			33,504.53	160,559.00	20.87
Dept Excess Revenue Over (Under) Expenditures			(33,504.53)	(160,559.00)	20.87
4040 WASTE DISPOSAL					
Expense					
00-4040-7345	TIPPINGFEES		15,281.80	93,000.00	16.43
Total Expense			15,281.80	93,000.00	16.43
Dept Excess Revenue Over (Under) Expenditures			(15,281.80)	(93,000.00)	16.43
4050 RECYCLING					
Expense					
00-4050-7350	RECYCLING		39,798.56	159,194.00	25.00
Total Expense			39,798.56	159,194.00	25.00
Dept Excess Revenue Over (Under) Expenditures			(39,798.56)	(159,194.00)	25.00
Category Excess Revenue Over (Under) Expenditures			(88,584.89)	(412,753.00)	21.46
Category: 7???					
7010 FLOWERS/LIGHTS					
Expense					
00-7010-8170	FLOWERS/TREES/LIGHTS		0.00	32,800.00	0.00
00-7010-8175	CHRISTMAS LIGHTS		1,001.88	5,000.00	20.04
00-7010-8180	LUCAN&AREAHERITAGESOCIETY		0.00	15,000.00	0.00
Total Expense			1,001.88	52,800.00	1.90
Dept Excess Revenue Over (Under) Expenditures			(1,001.88)	(52,800.00)	1.90
7020 PARKS & RECREATION					
Expense					
00-7020-8300	PARKS & REC - LEVY		0.00	638,972.16	0.00
00-7020-8304	PARKS & REC - LEVY - CAPITAL		0.00	0.00	0.00
Total Expense			0.00	638,972.16	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	(638,972.16)	0.00
7030 LIBRARY EXPENSE					
Expense					
00-7030-8200	LIBRARY EXPENSE		3,540.72	27,000.00	13.11
Total Expense			3,540.72	27,000.00	13.11
Dept Excess Revenue Over (Under) Expenditures			(3,540.72)	(27,000.00)	13.11
Category Excess Revenue Over (Under) Expenditures			(4,542.60)	(718,772.16)	0.63

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Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
Category: 8???					
8010 PLANNING & ZONING					
Expense					
00-8010-5011	PLANNING EXPENSES		0.00	0.00	0.00
00-8010-5012	STRATEGIC PLAN		0.00	0.00	0.00
00-8010-8550	CONSULTING&ENGINEERINGFEE		3,052.80	10,000.00	30.53
00-8010-8560	LEGALFEES		0.00	5,000.00	0.00
00-8010-8575	SITE CERTIFICATION		0.00	0.00	0.00
00-8010-8585	STORM POND MONITORING		810.52	5,000.00	16.21
00-8010-8595	INDUSTRIAL LAND COSTS		0.00	0.00	0.00
00-8010-8630	COMMUNITY IMPROVEMENT PLAI		608.64	30,000.00	2.03
Total Expense			4,471.96	50,000.00	8.94
Dept Excess Revenue Over (Under) Expenditures			(4,471.96)	(50,000.00)	8.94
8020 AGRICULTURE & REFORESTATION					
Expense					
00-8020-7410	DRAINAGEINSPECTOR-SALARY		7,217.84	10,000.00	72.18
00-8020-7415	DRAINAGEINSPECTOR-EXPENSE:		155.81	10,000.00	1.56
00-8020-7500	MUNICIPALDRAINASSESSMENT		0.00	156,000.00	0.00
00-8020-7600	TILE DRAIN DEBENTURE		4,198.32	13,709.08	30.62
Total Expense			11,571.97	189,709.08	6.10
Dept Excess Revenue Over (Under) Expenditures			(11,571.97)	(189,709.08)	6.10
Category Excess Revenue Over (Under) Expenditures			(16,043.93)	(239,709.08)	6.69
Category: 9???					
9000 RESERVES					
Expense					
00-9000-6325	RESERVE-VEHICLE&EQUIPMENT		0.00	182,994.00	0.00
00-9000-6330	RESERVE-CONSTRUCTION		0.00	400,000.00	0.00
00-9000-6335	RESERVE - INDUSTRIAL PARK		0.00	0.00	0.00
00-9000-7160	RESERVE - ADMINISTRATION		0.00	0.00	0.00
00-9000-7170	RESERVE - BUILDING		0.00	400,000.00	0.00
00-9000-7455	TRANSFER TO ARENA RESERVE		0.00	150,000.00	0.00
00-9000-7460	TRANSFER TO WATER RESERVE		0.00	0.00	0.00
00-9000-8150	RESERVE-PARKS		0.00	120,000.00	0.00
00-9000-8500	RESERVES - TAX STABILIZATION		0.00	33,802.63	0.00
00-9000-8510	RESERVE-FED GAS TAX		0.00	0.00	0.00
00-9000-8520	RESERVE-EFFICIENCY GRANT		0.00	0.00	0.00
00-9000-8525	RESERVE-COVID19		0.00	0.00	0.00
00-9000-8900	DEV. CHARGES-INTEREST		0.00	0.00	0.00
00-9000-8905	DEV. CHARGES-FEES		0.00	0.00	0.00
00-9000-8990	DEV. CHARGES- NET INCOME		0.00	0.00	0.00
00-9000-9500	TRANSFER TO CAPITAL ASSET SI		0.00	0.00	0.00
Total Expense			0.00	1,286,796.63	0.00

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Account	Description	Previous Year Total	Current Year To Date		Budget Pct Used
			Actual	Budget	
Dept Excess Revenue Over (Under) Expenditures			0.00	(1,286,796.63)	0.00
9050 COUNTY & SCHOOLBOARDS					
Expense					
00-9050-8050	COUNTYLEVY	721,512.50	0.00	0.00	0.00
00-9050-8151	ENGLISHPUBLIC	295,999.75	0.00	0.00	0.00
00-9050-8152	ENGLISHSEPARATE	58,920.75	0.00	0.00	0.00
00-9050-8153	FRENCHPUBLIC	1,035.25	0.00	0.00	0.00
00-9050-8154	FRENCHSEPARATE	1,812.50	0.00	0.00	0.00
Total Expense		1,079,280.75	0.00	0.00	0.00
Dept Excess Revenue Over (Under) Expenditures		(1,079,280.75)	0.00	0.00	0.00
9070 DEPRECIATION EXPENSE					
Expense					
00-9070-9000	DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00
00-9070-9001	AMORTIZATION - ROADS	0.00	0.00	0.00	0.00
00-9070-9002	AMORTIZATION - WINTER CONTR	0.00	0.00	0.00	0.00
00-9070-9003	AMORTIZATION - PARKS	0.00	0.00	0.00	0.00
00-9070-9004	AMORTIZATION - BRIDGES	0.00	0.00	0.00	0.00
00-9070-9005	MUSEUM AMORTIZATION	0.00	0.00	0.00	0.00
00-9070-9007	AMORTIZATION - DRAINS	0.00	0.00	0.00	0.00
00-9070-9008	AMORTIZATION - STORM SEWER!	0.00	0.00	0.00	0.00
00-9070-9009	Accumulative Amortization- Street Li	0.00	0.00	0.00	0.00
00-9070-9010	AMORTIZATION - LIBRARY	0.00	0.00	0.00	0.00
Total Expense		0.00	0.00	0.00	0.00
Dept Excess Revenue Over (Under) Expenditures		0.00	0.00	0.00	0.00
Category Excess Revenue Over (Under) Expenditures		(1,079,280.75)	(1,286,796.63)		83.87

General Ledger
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Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
REPORT SUMMARY					
00-0005	TAXATION	4,746,861.15	4,819,652.00		98.49
00-0015	PROVINCIAL GRANTS	112,625.00	458,000.00		24.59
00-0020	DRAIN GRANTS	0.00	5,000.00		0.00
00-0025	OTHER GRANTS	6,226.12	29,324.00		21.23
00-0035	PLANNING & ZONING FEES	12,600.00	35,500.00		35.49
00-0040	LICENCES & PERMITS	46,772.45	170,200.00		27.48
00-0045	USERFEES & RENTAL FEES	18,400.21	467,140.71		3.94
00-0050	TILE DRAIN LOANS	0.00	13,709.08		0.00
00-0060	FINES/PENALTIES	22,828.61	92,500.00		24.68
00-0080	OTHERREVENUE	11,448.13	117,840.00		9.71
Fund 00 Total Revenue		4,977,761.67	6,208,865.79		80.17
00-1010	COUNCIL	26,181.01	109,670.00		23.87
00-1020	ADMINISTRATION	224,895.65	1,056,555.00		21.29
00-2010	FIRE	0.00	271,203.00		0.00
00-2020	POLICING	111,694.00	670,169.00		16.67
00-2030	PROTECTIVE/INSPECTION CONTROL	7,859.91	147,412.00		5.33
00-2040	CONSERVATION AUTHORITY	17,219.00	94,971.00		18.13
00-3010	ROADWAYS	103,619.42	658,611.92		15.73
00-3020	WINTER CONTROL	63,497.66	164,794.00		38.53
00-3030	HARDTOP	303.14	71,089.00		0.43
00-3040	LOOSETOP	4,280.56	271,360.00		1.58
00-3050	CAPITAL	0.00	0.00		0.00
00-3060	STREET LIGHTING	2,500.88	35,000.00		7.15
00-4030	WASTE COLLECTION	33,504.53	160,559.00		20.87
00-4040	WASTE DISPOSAL	15,281.80	93,000.00		16.43
00-4050	RECYCLING	39,798.56	159,194.00		25.00
00-7010	FLOWERS/LIGHTS	1,001.88	52,800.00		1.90
00-7020	PARKS & RECREATION	0.00	638,972.16		0.00
00-7030	LIBRARY EXPENSE	3,540.72	27,000.00		13.11
00-8010	PLANNING & ZONING	4,471.96	50,000.00		8.94
00-8020	AGRICULTURE & REFORESTATION	11,571.97	189,709.08		6.10
00-9000	RESERVES	0.00	1,286,796.63		0.00
00-9050	COUNTY & SCHOOLBOARDS	1,079,280.75	0.00		0.00
00-9070	DEPRECIATION EXPENSE	0.00	0.00		0.00
Fund 00 Total Expenditure		1,750,503.40	6,208,865.79		28.19
Fund 00 Excess Revenue Over (Under) Expenditures		3,227,258.27	0.00		0.00
Report Total Revenue		4,977,761.67	6,208,865.79		80.17

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Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
	Report Total Expenditure		1,750,503.40	6,208,865.79	28.19
	Report Excess Revenue Over (Under) Expenditures		3,227,258.27	0.00	0.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
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Fund: 01 WATER SYSTEM

Category: 0???

0045 USERFEES

Revenue

01-0045-4000	RESIDENTIAL	109,408.54	460,661.00		23.75
01-0045-4005	COMMERCIAL	15,862.38	60,459.00		26.24
01-0045-4050	COINMETER	653.00	30,000.00		2.18
01-0045-4518	DEBENTURE ON TAX ROLE	0.00	0.00		0.00
01-0045-4559	NAGLE DRIVE DEBENTURE	0.00	0.00		0.00
01-0045-4560	DEBENTURE-GWE	0.00	0.00		0.00
01-0045-4561	LUCAN WATER - CAPITAL LEVY	72,341.68	276,477.00		26.17
01-0045-4650	FRONTAGE AND CONNECTION	0.00	240.00		0.00
01-0045-4655	ADMINISTRATIVE FEES	3,130.00	6,000.00		52.17
Total Revenue			201,395.60	833,837.00	24.15
Dept Excess Revenue Over (Under) Expenditures			201,395.60	833,837.00	24.15

0080 OTHERREVENUE

Revenue

01-0080-4025	PENALTIES	1,072.46	5,000.00		21.45
01-0080-4508	TRANSFER FROM RESERVES	0.00	340,000.00		0.00
01-0080-4520	TRANSFER FROM DEV CHGS	0.00	0.00		0.00
01-0080-4531	BANKINTEREST	1,054.21	3,750.00		28.11
01-0080-4532	WATER TOWER RENT - QUADRO	0.00	2,700.00		0.00
01-0080-4535	MISCELLANEOUS	726.21	250.00		290.48
01-0080-4605	WATER METERS	9,200.00	50,000.00		18.40
01-0080-4606	WATER METER INSPECTION	2,925.00	15,750.00		18.57
01-0080-4612	COVID19 SAFE RESTART	0.00	0.00		0.00
01-0080-4700	NET GAIN/LOSS ON ASSET DISPC	0.00	0.00		0.00
Total Revenue			14,977.88	417,450.00	3.59
Dept Excess Revenue Over (Under) Expenditures			14,977.88	417,450.00	3.59

Category Excess Revenue Over (Under) Expenditures			216,373.48	1,251,287.00	17.29
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Category: 4???

4020 WATERWORKS

Expense

01-4020-5020	SALARY-PUBLICWORKS	20,114.38	93,000.00		21.63
01-4020-5030	CPP&EI	1,354.74	4,700.00		28.82
01-4020-5031	GROUPINSURANCE	1,302.84	5,400.00		24.13
01-4020-5033	WSIB	344.88	2,550.00		13.52
01-4020-5034	EMPLOYERHEALTHTAX	406.93	1,820.00		22.36
01-4020-5035	OMERS	1,579.02	6,900.00		22.88
01-4020-5055	HYDRO	5,822.97	50,000.00		11.65
01-4020-5060	TELEPHONE	702.64	2,850.00		24.65
01-4020-5070	AUDIT	0.00	1,600.00		0.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
01-4020-5080	BANK SERVICE CHARGES		0.00	250.00	0.00
01-4020-5090	INSURANCE		2,943.00	12,200.00	24.12
01-4020-5100	OFFICESUPPLIES		0.00	0.00	0.00
01-4020-5160	R&M-EQUIPMENT		3,618.47	12,000.00	30.15
01-4020-5161	R&M- BUILDING		691.78	5,000.00	13.84
01-4020-5162	R&M Water Mains		0.00	8,000.00	0.00
01-4020-5170	SOFTWARE UPGRADES		2,577.30	3,000.00	85.91
01-4020-5190	MEMBERSHIPS&SUBSCRIPTIONS		2,577.30	1,000.00	257.73
01-4020-5192	ASSET MANAGEMENT EXPENSE		0.00	2,500.00	0.00
01-4020-5215	MEETINGS/CONFERENCE/TRAINII		225.00	2,000.00	11.25
01-4020-5255	WATER		29,175.03	209,676.00	13.91
01-4020-5303	CHEMICALS		0.00	0.00	0.00
01-4020-5325	ENGINEERING/LEGAL/AUDIT		0.00	6,000.00	0.00
01-4020-5340	LABSERVICES		0.00	1,000.00	0.00
01-4020-5400	MISCELLANEOUSEXPENSE		0.00	500.00	0.00
01-4020-6000	ADM. EXPENSE ALLOCATION		0.00	6,500.00	0.00
01-4020-6100	PROPERTY TAXES		3,054.00	6,500.00	46.98
01-4020-6340	METERS		29,929.51	40,000.00	74.82
01-4020-6500	CONTRACTED SERVICES		35,447.26	141,734.00	25.01
01-4020-7270	DEBENTURE GWE-PRINCIPAL		0.00	0.00	0.00
01-4020-7275	DEBENTURE GWE-INTEREST		0.00	0.00	0.00
01-4020-9000	LW UFCO DRA		0.00	0.00	0.00
01-4020-9402	WATERTOWER/RESERVOIR, Both		0.00	15,000.00	0.00
01-4020-9404	MARLENE ST. WATERMAIN		0.00	0.00	0.00
01-4020-9422	FRANK ST/MUSEUM WATERMAIN		466.40	210,000.00	0.22
01-4020-9521	BULK WATER SYSTEM		0.00	25,000.00	0.00
01-4020-9524	NAGLE DRIVE - WATER		0.00	0.00	0.00
01-4020-9525	IND LAND - WATERMAIN EXTENSI		0.00	60,000.00	0.00
01-4020-9526	GENERATOR UPDGRADES		0.00	30,000.00	0.00
Total Expense			142,333.45	966,680.00	14.72
Dept Excess Revenue Over (Under) Expenditures			(142,333.45)	(966,680.00)	14.72
Category Excess Revenue Over (Under) Expenditures			(142,333.45)	(966,680.00)	14.72
Category: 9???					
9000 RESERVES					
Expense					
01-9000-6550	SURPLUS TRANSFER TO RESERV		0.00	8,130.00	0.00
01-9000-6552	TRANSFER CAPITAL LEVY TO RE		0.00	276,477.00	0.00
01-9000-9500	TRANSFER TO CAPITAL RESERVE		0.00	0.00	0.00
Total Expense			0.00	284,607.00	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	(284,607.00)	0.00
9070 DEPRECIATION EXPENSE					
Expense					
01-9070-9000	DEPRECIATION EXPENSE		0.00	0.00	0.00
Total Expense			0.00	0.00	0.00

General Ledger

Annual Department Budget vs. Actual Comparison Report

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Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00	0.00
Category Excess Revenue Over (Under) Expenditures			0.00	(284,607.00)	0.00

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 3 Ending MAR 31,2021

Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
REPORT SUMMARY					
01-0045	USERFEES	201,395.60	833,837.00		24.15
01-0080	OTHERREVENUE	14,977.88	417,450.00		3.59
Fund 01 Total Revenue		216,373.48	1,251,287.00		17.29
01-4020	WATERWORKS	142,333.45	966,680.00		14.72
01-9000	RESERVES	0.00	284,607.00		0.00
01-9070	DEPRECIATION EXPENSE	0.00	0.00		0.00
Fund 01 Total Expenditure		142,333.45	1,251,287.00		11.37
Fund 01 Excess Revenue Over (Under) Expenditures		74,040.03	0.00		0.00
Report Total Revenue		216,373.48	1,251,287.00		17.29
Report Total Expenditure		142,333.45	1,251,287.00		11.37
Report Excess Revenue Over (Under) Expenditures		74,040.03	0.00		0.00

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 3 Ending MAR 31,2021

Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
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Fund: 02 SEWER SYSTEM

Category: 0???

0040 LICENCES/PERMITS/RENTS

Revenue

02-0040-4200	FARMPROPERTYRENT		0.00	4,000.00	0.00
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Total Revenue

			0.00	4,000.00	0.00
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Dept Excess Revenue Over (Under) Expenditures

			0.00	4,000.00	0.00
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0045 USERFEES

Revenue

02-0045-4000	RESIDENTIAL	148,374.94	611,688.00	24.26
02-0045-4005	COMMERCIAL	15,977.62	61,192.00	26.11
02-0045-4020	DEBENTURE ON TAX ROLL	0.00	58,836.02	0.00
02-0045-4561	LUCAN SEWER - CAPITAL LEVY	89,420.39	342,460.00	26.11
02-0045-4650	SEWER F&C	0.00	1,000.00	0.00
02-0045-4655	ADMINISTRATIVE FEES	0.00	6,000.00	0.00

Total Revenue

		253,772.95	1,081,176.02	23.47
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Dept Excess Revenue Over (Under) Expenditures

		253,772.95	1,081,176.02	23.47
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0080 OTHERREVENUE

Revenue

02-0080-4025	PENALTIES	1,061.19	5,000.00	21.22
02-0080-4508	TRANSFER FROM RESERVES	0.00	1,166,000.00	0.00
02-0080-4520	TRANSFER FROM DEV CHGS	0.00	0.00	0.00
02-0080-4531	BANKINTEREST	3,225.17	13,000.00	24.81
02-0080-4534	Sale of Land	0.00	0.00	0.00
02-0080-4535	MISCELLANEOUS	248.44	100.00	248.44
02-0080-4538	QPA SOLAR REVENUE	5,100.00	20,400.00	25.00
02-0080-4674	OPA FUNDING	0.00	0.00	0.00
02-0080-4675	GENERAL LOAN REVENUE	0.00	0.00	0.00
02-0080-4676	CWWF GRANT - FEDERAL	0.00	0.00	0.00
02-0080-4677	CWWF GRANT - PROVINCIAL	0.00	0.00	0.00
02-0080-4678	FCM AMP GRANT	0.00	0.00	0.00
02-0080-4679	REBATES	0.00	0.00	0.00
02-0080-4680	COVID19 SAFE RESTART	0.00	0.00	0.00

Total Revenue

		9,634.80	1,204,500.00	0.80
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Dept Excess Revenue Over (Under) Expenditures

		9,634.80	1,204,500.00	0.80
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Category Excess Revenue Over (Under) Expenditures

		263,407.75	2,289,676.02	11.50
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Category: 4???

4010 SANITARYSEWERSYSTEM

Expense

02-4010-5020	SALARY-PUBLICWORKS	9,679.58	47,000.00	20.59
02-4010-5030	CPP&EI	726.86	2,600.00	27.96

General Ledger
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Account	Description	Previous Year Total	Current Year To Date		Budget Pct Used
			Actual	Budget	
02-4010-5031	GROUPINSURANCE		723.81	3,000.00	24.13
02-4010-5033	WSIB		183.96	1,275.00	14.43
02-4010-5034	EMPLOYERHEALTHTAX		202.14	920.00	21.97
02-4010-5035	OMERS		969.45	4,300.00	22.55
02-4010-5050	HEAT		1,203.84	6,000.00	20.06
02-4010-5055	HYDRO		10,816.22	125,000.00	8.65
02-4010-5060	TELEPHONE		1,961.52	9,200.00	21.32
02-4010-5070	AUDIT FEES		0.00	500.00	0.00
02-4010-5090	INSURANCE		3,087.18	12,800.00	24.12
02-4010-5100	OFFICESUPPLIES		0.00	0.00	0.00
02-4010-5159	R&M - OCWA		1,169.56	12,000.00	9.75
02-4010-5160	R&M- EQUIPMENT		2,800.04	35,000.00	8.00
02-4010-5161	R&M - BUILDING		0.00	17,000.00	0.00
02-4010-5170	SOFTWARE UPGRADES		0.00	0.00	0.00
02-4010-5192	ASSET MANAGEMENT EXPENSE		0.00	10,000.00	0.00
02-4010-5215	MEETINGS/CONFERENCE/TRAINII		0.00	1,000.00	0.00
02-4010-5303	CHEMICALS		1,244.57	40,000.00	3.11
02-4010-5320	SLUDGEDISPOSAL		1,612.37	70,000.00	2.30
02-4010-5340	LABSERVICES		0.00	500.00	0.00
02-4010-5400	MISCELLANEOUSEXPENSE		0.00	500.00	0.00
02-4010-6010	ADM. EXPENSE ALLOCATION		0.00	6,500.00	0.00
02-4010-6100	PROPERTY TAXES		13,834.39	29,500.00	46.90
02-4010-6140	SEWERMAINTENANCE/REPAIRS		1,373.76	15,000.00	9.16
02-4010-6145	COUNTY LOAN PRINCIPAL		0.00	0.00	0.00
02-4010-6500	CONTRACTED SERVICES		39,718.17	157,558.00	25.21
02-4010-7270	GS DEBENTURE INTEREST		658.01	2,006.87	32.79
02-4010-7275	GS DEBENTURE PRINCIPAL		13,517.53	54,695.29	24.71
02-4010-7280	GENERAL LOAN PRINCIPAL		0.00	0.00	0.00
02-4010-7285	GENERAL LOAN INTEREST		0.00	0.00	0.00
02-4010-9000	LUCA SEWER DRA RE CAPITAL		0.00	0.00	0.00
02-4010-9410	CHESTNUT ST PS UPGRADE		0.00	700,000.00	0.00
02-4010-9411	SEWER EXPANSION PLAN		0.00	0.00	0.00
02-4010-9412	EQUIPMENT UPGRADES		0.00	0.00	0.00
02-4010-9413	GENERATOR UPGRADES		0.00	56,000.00	0.00
02-4010-9417	LUCAN SANITARY MASTER PLAN		751.80	80,000.00	0.94
02-4010-9422	FRANK ST SEWER REPLACEMEN		466.40	230,000.00	0.20
02-4010-9423	LUCAN WWTP UPGRADES/REPLA		0.00	100,000.00	0.00
Total Expense			106,701.16	1,829,855.16	5.83
Dept Excess Revenue Over (Under) Expenditures			(106,701.16)	(1,829,855.16)	5.83
Category Excess Revenue Over (Under) Expenditures			(106,701.16)	(1,829,855.16)	5.83
Category: 9???					
9000 RESERVES					
Expense					
02-9000-6640	SURPLUS TRANSFER TO RESERV		0.00	96,960.86	0.00
02-9000-9500	TRANSFER TO CAPITAL RESERVE		0.00	362,860.00	0.00
Total Expense			0.00	459,820.86	0.00

General Ledger

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Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 3 Ending MAR 31,2021

Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
Dept Excess Revenue Over (Under) Expenditures			0.00	(459,820.86)	0.00
9070 DEPRECIATION EXPENSE					
Expense					
02-9070-9000	DEPRECIATION EXPENSE		0.00	0.00	0.00
Total Expense			0.00	0.00	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00	0.00
Category Excess Revenue Over (Under) Expenditures			0.00	(459,820.86)	0.00

General Ledger

Annual Department Budget vs. Actual Comparison Report

Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 3 Ending MAR 31,2021

Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
REPORT SUMMARY					
02-0040	LICENCES/PERMITS/RENTS		0.00	4,000.00	0.00
02-0045	USERFEES		253,772.95	1,081,176.02	23.47
02-0080	OTHERREVENUE		9,634.80	1,204,500.00	0.80
Fund 02 Total Revenue			263,407.75	2,289,676.02	11.50
02-4010	SANITARYSEWERSYSTEM		106,701.16	1,829,855.16	5.83
02-9000	RESERVES		0.00	459,820.86	0.00
02-9070	DEPRECIATION EXPENSE		0.00	0.00	0.00
Fund 02 Total Expenditure			106,701.16	2,289,676.02	4.66
Fund 02 Excess Revenue Over (Under) Expenditures			156,706.59	0.00	0.00
Report Total Revenue			263,407.75	2,289,676.02	11.50
Report Total Expenditure			106,701.16	2,289,676.02	4.66
Report Excess Revenue Over (Under) Expenditures			156,706.59	0.00	0.00

General Ledger
 Annual Department Budget vs. Actual Comparison Report
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Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
Fund: 09 PARKS & RECREATION					
Category: 0???					
0100 ICERENTALS					
Revenue					
09-0100-4005	ICERENTALS		16,274.22	190,000.00	8.57
09-0100-4015	TICKET ICE		0.00	1,500.00	0.00
09-0100-4050	FLOOR		0.00	1,000.00	0.00
Total Revenue			16,274.22	192,500.00	8.45
Dept Excess Revenue Over (Under) Expenditures			16,274.22	192,500.00	8.45
0105 CONCESSION					
Revenue					
09-0105-4210	CANTEEN		0.00	0.00	0.00
09-0105-4220	VENDING		0.00	0.00	0.00
Total Revenue			0.00	0.00	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00	0.00
0110 LEVIES					
Revenue					
09-0110-4310	LEVY-TOWNSHIPOFLUCANBIDDU		0.00	638,972.16	0.00
Total Revenue			0.00	638,972.16	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	638,972.16	0.00
0115 POOL RENT					
Revenue					
09-0115-4410	SWIMMINGPOOL		0.00	16,000.00	0.00
09-0115-4415	POOL PRIVATE RENTALS		0.00	1,000.00	0.00
Total Revenue			0.00	17,000.00	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	17,000.00	0.00
0120 HALL RENTALS					
Revenue					
09-0120-4510	HALLRENTALS-REGULAR		352.28	5,000.00	7.05
09-0120-4520	HALLRENTALS-SPORTS		3,634.02	10,000.00	36.34
Total Revenue			3,986.30	15,000.00	26.58
Dept Excess Revenue Over (Under) Expenditures			3,986.30	15,000.00	26.58
0121 PROGRAMMING REVENUE					
Revenue					
09-0121-4701	SENIOR PROGRAMMING		623.47	10,000.00	6.23
09-0121-4702	SUMMER CAMPS		0.00	15,000.00	0.00
09-0121-4707	YOUTH PROGRAMMING		0.00	0.00	0.00
09-0121-4708	ADULT PROGRAMMING		(770.97)	3,000.00	(25.70)
09-0121-4710	IN-HOUSE COURSES		0.00	4,000.00	0.00
09-0121-4711	ROLL INTO SUMMMER REVENUE		0.00	0.00	0.00

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Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
Total Revenue			(147.50)	32,000.00	(0.46)
Dept Excess Revenue Over (Under) Expenditures			(147.50)	32,000.00	(0.46)
0125 GROUNDSRENTALS					
Revenue					
09-0125-4610	BALLDIAMONDS		0.00	6,500.00	0.00
09-0125-4620	SOCCERFIELDS		0.00	5,000.00	0.00
09-0125-4621	BELL MOBILITY - TOWER RENT		0.00	14,375.00	0.00
09-0125-4628	GRANTON PARK		0.00	360.00	0.00
09-0125-4629	PAVILLIONS		0.00	240.00	0.00
09-0125-4630	SOLAR REVENUE		2,750.00	11,000.00	25.00
Total Revenue			2,750.00	37,475.00	7.34
Dept Excess Revenue Over (Under) Expenditures			2,750.00	37,475.00	7.34
0126 LIQUOR REVENUE					
Revenue					
09-0126-4805	LIQUOR SALES		0.00	0.00	0.00
09-0126-4815	REBATES		0.00	0.00	0.00
Total Revenue			0.00	0.00	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00	0.00
0130 MISCELLANEOUS					
Revenue					
09-0130-4805	ADVERTISING		0.00	10,000.00	0.00
09-0130-4810	CRAFT SHOW		0.00	0.00	0.00
09-0130-4820	INTEREST&PENALTIES		148.08	500.00	29.62
09-0130-4827	YMCA - DAYCARE RENT		2,832.21	11,328.84	25.00
09-0130-4830	DONATIONS		0.00	0.00	0.00
09-0130-4840	GRANTS		0.00	10,000.00	0.00
09-0130-4841	ENERGY GRANTS		0.00	0.00	0.00
09-0130-4842	SENIOR CENTRE PROGRAMMING		0.00	0.00	0.00
09-0130-4850	OTHERREVENUE		1,630.22	1,290.00	126.37
09-0130-4855	TRANSFER FROM ARENA RESER'		0.00	0.00	0.00
09-0130-4856	NET GAIN/LOSS ON ASSET DISPC		0.00	0.00	0.00
09-0130-4860	OVERAGES&SHORTAGES		0.00	0.00	0.00
09-0130-4864	TRANSFER FROM EQUIPMENT RE		0.00	0.00	0.00
09-0130-4867	FED. DEV. ON GRANTS		0.00	0.00	0.00
09-0130-4888	OSCRF Grant		0.00	0.00	0.00
09-0130-4889	COVID19 SAFE RESTART		0.00	0.00	0.00
Total Revenue			4,610.51	33,118.84	13.92
Dept Excess Revenue Over (Under) Expenditures			4,610.51	33,118.84	13.92
Category Excess Revenue Over (Under) Expenditures			27,473.53	966,066.00	2.84

Category: 7???

7100 MAINTENANCE & SUPPLIES

Expense

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Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
09-7100-5500	CANTEEN/VENDING SUPPLIES		0.00	0.00	0.00
09-7100-5515	MAINTENANCESUPPLIES		822.59	3,000.00	27.42
09-7100-5520	CLEANING/PAPER SUPPLIES		1,658.68	5,000.00	33.17
09-7100-5530	POOL SUPPLIES		0.00	3,500.00	0.00
09-7100-5535	MAINTENANCE CONTRACTS		5,724.91	10,000.00	57.25
09-7100-5540	BUILDINGMAINT-ARENA		4,674.02	10,000.00	46.74
09-7100-5545	BUILDINGMAINT-FACILITY		9,305.37	17,000.00	54.74
09-7100-5550	BUILDINGMAINT-POOL		0.00	3,000.00	0.00
09-7100-5560	BUILDINGMAINT- ACTIVE LIVING C		155.15	2,000.00	7.76
09-7100-5575	EQUIPMENTMAINTENANCE		1,147.83	2,000.00	57.39
09-7100-5580	SNOWREMOVAL		1,050.00	3,000.00	35.00
09-7100-5585	WASTECOLLECTION/RECYCLING		144.67	3,000.00	4.82
09-7100-5590	RESURFACEREXPENSE		60.00	1,500.00	4.00
09-7100-5595	REFRIGERATIONEXPENSE		8,500.00	13,000.00	65.38
09-7100-5596	FUEL - TRUCK		0.00	0.00	0.00
09-7100-5597	ARENA TRUCK - MAINTENANCE		0.00	0.00	0.00
Total Expense			33,243.22	76,000.00	43.74
Dept Excess Revenue Over (Under) Expenditures			(33,243.22)	(76,000.00)	43.74
7105 ADMINISTRATION					
Expense					
09-7105-5010	WAGES-MANAGEMENT/ADMIN		35,701.12	170,000.00	21.00
09-7105-5011	WAGES-ASSISTANTS		51,172.31	247,000.00	20.72
09-7105-5012	WAGES-CANTEEN		0.00	0.00	0.00
09-7105-5013	WAGES-POOL		0.00	30,000.00	0.00
09-7105-5014	WAGES - BARTENDERS		0.00	0.00	0.00
09-7105-5015	WAGES - PROGRAMS		0.00	30,000.00	0.00
09-7105-5016	WAGES - SUMMER STUDENTS		0.00	0.00	0.00
09-7105-5017	WAGES - PART-TIME CLEANERS		0.00	0.00	0.00
09-7105-5030	CPP&EI		6,599.07	32,200.00	20.49
09-7105-5031	GROUPINSURANCE		7,479.28	31,000.00	24.13
09-7105-5032	SAVINGSPLAN-RRSP		810.78	3,516.00	23.06
09-7105-5033	WSIB		1,654.12	13,000.00	12.72
09-7105-5034	EHTEXPENSE		1,828.49	9,300.00	19.66
09-7105-5035	OMERS		7,246.70	32,000.00	22.65
09-7105-5215	TRAINING&CONFERENCES		365.00	7,000.00	5.21
Total Expense			112,856.87	605,016.00	18.65
Dept Excess Revenue Over (Under) Expenditures			(112,856.87)	(605,016.00)	18.65
7106 PROGRAM EXPENSES					
Expense					
09-7106-5019	SENIOR CENTRE PROGRAMMING		306.77	4,000.00	7.67
09-7106-5020	EQUIPMENT & CRAFTS		0.00	1,500.00	0.00
09-7106-5022	ROLL INTO SUMMER EVENT		0.00	0.00	0.00
09-7106-5025	PROGRAM MARKETING		0.00	0.00	0.00
09-7106-5026	IN HOUSE COURSES		0.00	3,000.00	0.00
09-7106-5027	OSRC Program Expenses		0.00	0.00	0.00
Total Expense			306.77	8,500.00	3.61

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 3 Ending MAR 31,2021

Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
Dept Excess Revenue Over (Under) Expenditures			(306.77)	(8,500.00)	3.61
7107 LIQUOR EXPENSE					
Expense					
09-7107-5100	BAR SUPPLIES		0.00	0.00	0.00
09-7107-5440	BAR - LIQUOR EXPENSE		0.00	0.00	0.00
Total Expense			0.00	0.00	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00	0.00
7110 UTILITIES					
Expense					
09-7110-5050	HYDRO-ARENA	9,153.33	100,000.00		9.15
09-7110-5053	HYDRO-GROUNDS	150.57	1,500.00		10.04
09-7110-5054	HYDRO-LIONS'SHED	102.44	750.00		13.66
09-7110-5055	WATER&SEWAGE	0.00	6,000.00		0.00
09-7110-5056	NATURALGAS-MAIN HALL & DAYC	2,124.01	6,000.00		35.40
09-7110-5057	NATURALGAS-POOL, ARENA, LIOI	3,111.81	9,000.00		34.58
09-7110-5058	PROPANE	84.00	2,500.00		3.36
09-7110-5060	TELEPHONE/CELL PHONES	1,193.76	4,800.00		24.87
Total Expense		15,919.92	130,550.00		12.19
Dept Excess Revenue Over (Under) Expenditures		(15,919.92)	(130,550.00)		12.19
7111 PARKS MAINTENANCE					
Expense					
09-7111-5000	COMMUNITY CENTRE GROUNDS	0.00	8,000.00		0.00
09-7111-5005	MARKET ST. PARK	91.79	5,000.00		1.84
09-7111-5011	LUCAN ESTATES PARK	0.00	1,000.00		0.00
09-7111-5012	RIDGE CROSSING/OLD CLOVER	0.00	1,000.00		0.00
09-7111-5015	ELM ST. PARK/SPLASHPAD	48.55	21,000.00		0.23
09-7111-5020	GRANTON PARK	572.13	6,000.00		9.54
09-7111-5021	TREES	4,790.00	12,500.00		38.32
09-7111-5022	TRAILS	0.00	0.00		0.00
09-7111-5023	PARK SUPPLIES	0.00	3,000.00		0.00
09-7111-5035	MOWER - MAINTENANCE	33.74	2,000.00		1.69
09-7111-5330	FUEL	573.85	6,500.00		8.83
09-7111-5340	P&R TRUCK - MAINTENANCE	987.04	2,000.00		49.35
Total Expense		7,097.10	68,000.00		10.44
Dept Excess Revenue Over (Under) Expenditures		(7,097.10)	(68,000.00)		10.44
7115 MISCELLANEOUS					
Expense					
09-7115-5040	ADVERTISING	0.00	1,000.00		0.00
09-7115-5041	CRAFT SHOW EXPENSE	0.00	0.00		0.00
09-7115-5045	LICENCES®ISTRATIONS	915.16	3,500.00		26.15
09-7115-5070	AUDITFEES	0.00	2,000.00		0.00
09-7115-5090	INSURANCE	11,297.71	45,000.00		25.11
09-7115-5100	OFFICESUPPLIES	0.00	1,000.00		0.00
09-7115-5220	MILEAGE	0.00	500.00		0.00

General Ledger

Annual Department Budget vs. Actual Comparison Report

Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 3 Ending MAR 31,2021

Account	Description	Previous Year Total	Current Year To Date		Budget Pct Used
			Actual	Budget	
09-7115-5300	CLOTHING/SAFETY WEAR		0.00	3,000.00	0.00
09-7115-5335	ICE RENTAL DONATIONS		0.00	20,000.00	0.00
09-7115-5400	MISCELLANEOUSEXPENSE		0.00	1,000.00	0.00
09-7115-5720	BANK/PAYROLL/COLLECTIONCHA		219.10	1,000.00	21.91
09-7115-9999	DRA ARENA-UFCO		0.00	0.00	0.00
Total Expense			12,431.97	78,000.00	15.94
Dept Excess Revenue Over (Under) Expenditures			(12,431.97)	(78,000.00)	15.94
Category Excess Revenue Over (Under) Expenditures			(181,855.85)	(966,066.00)	18.82
Category: 9???					
9000 RESERVES					
Expense					
09-9000-6000	TRANSFER TO RESERVES		0.00	0.00	0.00
Total Expense			0.00	0.00	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00	0.00
9070 DEPRECIATION EXPENSE					
Expense					
09-9070-9000	DEPRECIATION EXPENSE		0.00	0.00	0.00
Total Expense			0.00	0.00	0.00
Dept Excess Revenue Over (Under) Expenditures			0.00	0.00	0.00
Category Excess Revenue Over (Under) Expenditures			0.00	0.00	0.00

General Ledger
Annual Department Budget vs. Actual Comparison Report
 Fiscal Year Ending: DEC 31,2021 - From Period 1 To Period 3 Ending MAR 31,2021

Account	Description	Previous Year Total	Current Year To Date Actual	Budget	Budget Pct Used
REPORT SUMMARY					
09-0100	ICERENTALS		16,274.22	192,500.00	8.45
09-0105	CONCESSION		0.00	0.00	0.00
09-0110	LEVIES		0.00	638,972.16	0.00
09-0115	POOL RENT		0.00	17,000.00	0.00
09-0120	HALL RENTALS		3,986.30	15,000.00	26.58
09-0121	PROGRAMMING REVENUE		(147.50)	32,000.00	(0.46)
09-0125	GROUNDSRENTALS		2,750.00	37,475.00	7.34
09-0126	LIQUOR REVENUE		0.00	0.00	0.00
09-0130	MISCELLANEOUS		4,610.51	33,118.84	13.92
Fund 09 Total Revenue			27,473.53	966,066.00	2.84
09-7100	MAINTENANCE & SUPPLIES		33,243.22	76,000.00	43.74
09-7105	ADMINISTRATION		112,856.87	605,016.00	18.65
09-7106	PROGRAM EXPENSES		306.77	8,500.00	3.61
09-7107	LIQUOR EXPENSE		0.00	0.00	0.00
09-7110	UTILITIES		15,919.92	130,550.00	12.19
09-7111	PARKS MAINTENANCE		7,097.10	68,000.00	10.44
09-7115	MISCELLANEOUS		12,431.97	78,000.00	15.94
09-9000	RESERVES		0.00	0.00	0.00
09-9070	DEPRECIATION EXPENSE		0.00	0.00	0.00
Fund 09 Total Expenditure			181,855.85	966,066.00	18.82
Fund 09 Excess Revenue Over (Under) Expenditures			(154,382.32)	0.00	0.00
Report Total Revenue			27,473.53	966,066.00	2.84
Report Total Expenditure			181,855.85	966,066.00	18.82
Report Excess Revenue Over (Under) Expenditures			(154,382.32)	0.00	0.00



Date: 26 February 2021
Submitted by: Dan FitzGerald, Planner, and Durk Vanderwerff, Director of Planning
Subject: Lucan Biddulph 2020 Planning Summary Report

BACKGROUND:

The County Planning Department provides the Township of Lucan Biddulph with planning advisory services in accordance with the Planning Services Agreement and has done so since 2012. The Planning Department prepares an annual summary which outlines the Planning Services provided to the Township working with local staff.

The following activity was undertaken in 2020 compared to previous years:

Planning Applications					
	2016	2017	2018	2019	2020
Official Plan Amendments	0	0	0	1	2
Zoning By-law Amendments	9	7	8	10	14
Minor Variances	3	5	0	2	5
Consents to Sever	9	14	4	4	15
Site Plan Approval	2	3	2	4	5
Part Lot Control Approval	0	0	0	1	0
Total	23	29	14	22	40

Plans of Subdivision / Condominium					
	2016	2017	2018	2019	2020
Applications	0	1	0	0	2
Draft Plan Approvals	0	1	0	0	0
Extension of Draft Plan Approvals	1	2	0	2	0
Change to Draft Plan Approvals	2	2	0	2	0
Final Plan Approvals	2	0	1	0	2
Open Files	4	3	3	4	6
Active Files	4	3	3	4	6

ANALYSIS:

2020 was a challenging year. The COVID-19 pandemic and associated emergency orders and restrictions impacted the manner in which local planning services were provided and temporarily suspended certain Planning Act timelines. We believe that the Township and the Planning Department were able to quickly adapt and continued to deal with land use planning matters in a timely manner through the use of technology including virtual meetings and digital documents.

In 2020, policy / special project work that was County-wide but that has municipal benefit includes the completion of a 'Review of the County Official Plan for Compliance with Provincial Changes' report (which includes local Official Plan fact sheets) and the completion of updated 'Population and Housing Projections' (which includes municipal forecasts).

The 'Population and Housing Projections 2021–2046' contains three growth forecast scenarios (Low, Reference and High). The inclusion of growth forecast scenarios allows the Township to select a forecast that is appropriate for local circumstances. Overall, the County's population is forecast to increase from 74,000 in 2016 to as much as 115,000 by 2046 under the High Growth Scenario.

Locally, under the Low Growth Scenario, Lucan Biddulph's population is forecast to increase from 4,900 in 2016 to 7,000 in 2046 and households are forecast to increase from 1,790 to 2,780. Under the Reference Growth Scenario, the Township's population is forecast to increase to 8,100 by 2046 and households are forecast to increase to 3,160. Under the High Growth Scenario, the Township's population is forecast to increase to 8,710 by 2046 and households are forecast to increase to 3,410.

The projections also offer observations related to anticipated population age structure trends, household composition, and broader trends such as the aging 'Baby Boom' generation. When quantified for the local population, the senior population is anticipated to grow whereas 'Millennials' and 'Generation Z' populations will be smaller than the generations they follow, affecting the future labour force.

Implementation is an important part of a responsive planning system. The Planning Department works closely with Township staff, citizens and the development community to realize planning projects that positively contribute to the community within the context of the Provincial, County and municipal policy framework.

If a proposed use is not in conformity with the Township's Official Plan, an Official Plan amendment may be necessary. In 2020, there were two applications to amend Lucan Biddulph's Official Plan. The applications related to the development of a lot within the Township's industrial park and the development of a mixed-use apartment building.

If a proposed use or structure does not conform to the requirements in the Zoning By-law an amendment may be necessary. In 2020, there were fourteen applications to amend Lucan Biddulph's Zoning By-law. The most common types of applications related to the severance of a residence surplus to a farming operation and to allowing more dense forms of residential development including to establish additional dwelling units, townhouses, and to permit apartment buildings. Zoning By-law amendments also include the removal of Holding provisions, to ensure that municipal requirements are implemented, and there were two such applications in 2020.

A Plan of Subdivision allows land to be divided into smaller building lots in a comprehensive manner. Most subdivision applications take a number of months if not years to reach draft approval and subsequently final approval and registration. In 2020, five subdivisions were active

within Lucan Biddulph and while subdivisions can take the form of industrial, commercial and residential lots, single detached dwellings continue to be the dominant form of development. With the increased interest in attainable housing, staff have been working with applicants to explore a broader range of housing types. In 2020, thirty-three single detached dwelling lots were final approved and registered.

A Plan of Condominium allows land to be divided into smaller units with shared or common areas in a comprehensive manner. Most condominium applications take a number of months if not years to reach draft approval and subsequently final approval and registration. In 2020, one condominium was active and 52 townhouse dwelling units were final approved and registered.

Plans of Subdivision / Condominium December 2020 Status					
Development	Location	Status	Density		
			Low	Medium*	High*
Ridge Crossing	Lucan	Final Approved	-	52	-
		Proposed	-	44	-
Lucan Estates	Lucan	Final Approved	11	-	-
		Draft Approved	47	16	-
Olde Clover	Lucan	Final Approved	22	-	-
		Proposed	-	62	-
Ausable Fields	Lucan	Proposed	12	72	-
Timber Ridge	Lucan	Proposed	178	78	-
Total			270	324	-

**Estimated Development Yield*

Consent applications can take a number of forms, severance, easements, lot additions, mortgage charge among others. Consent to sever and create a lot is the dominant application type and in 2020 there were fifteen consent applications. The majority of applications dealt with residence surplus to a farm operation severances. Applications were also received to create six new residential lots and to create a commercial parcel of land.

If a proposed use or structure meets the general intent and purpose of the Zoning By-law but there are some proposed deviations from the standards, a minor variance application may be appropriate. There were five applications for a minor variance in 2020 and the majority of the applications dealt with various reductions to setbacks as well as location of accessory buildings.

Site Plan Control is a technical development review process to ensure site development matters are built and maintained, and is generally required for higher density residential, commercial and industrial development. The site plan process is largely a local Municipal process with assistance from Planning. In 2020, five site plan applications were received, with three approved. They were primarily related to development in the industrial park. Additionally, two applications were received for townhouse developments.

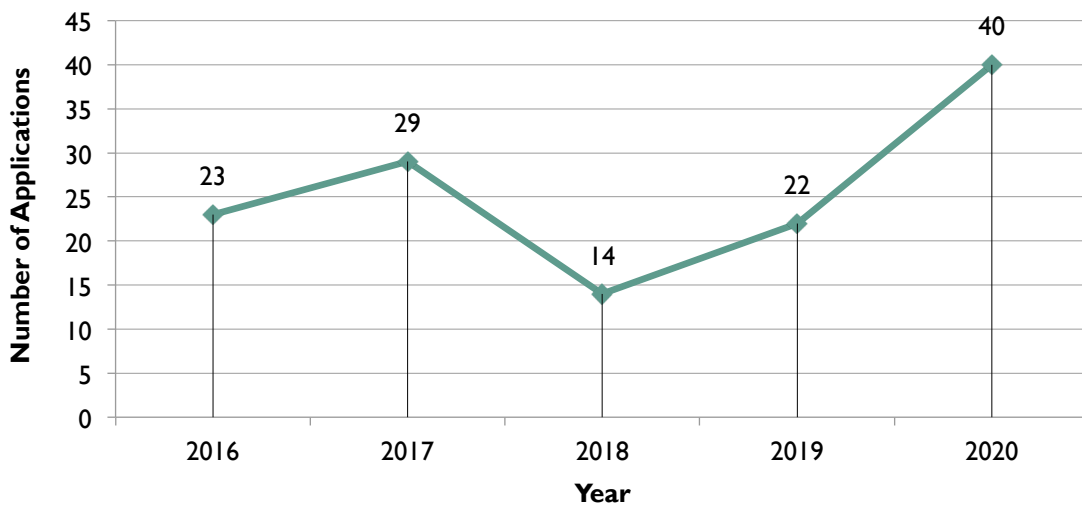
Lucan Biddulph encourages pre-application consultation meetings prior to the submission of most development applications. The pre-consultation meetings are intended to speed up the application process by ensuring that the applicant is aware of the required steps, supporting

documents, and application fees. In 2020, the number of pre-consultation meetings was similar to those held in 2019.

There were no Local Planning Appeal Tribunal Hearings in 2020 and there is one outstanding appeal before the Tribunal.

Looking at 2021, although there is economic uncertainty with the COVID-19 pandemic, at this point planning enquiries are robust, and it is anticipated that applications will continue at similar levels to the past few years which is generally higher than historic levels.

Local Planning Applications in Lucan Biddulph 2016–2020



Lucan Biddulph’s Official Plan update is anticipated to address issues such as additional units and ensuring sufficient lands available for development. In parallel, the County is reviewing its Official Plan to align planning policies with County Council’s Strategic Plan, the Economic Development Strategic Plan, and changed provincial requirements.

The move during the pandemic to increased virtual presence has highlighted the need to provide increased ‘self service’ planning information including website enhancements, interactive zoning mapping and application brochures. In addition, enhanced work management solutions are being explored. Through collaboration with the Ministry of Natural Resources and Forestry, updated aerial photography will be available in the Spring.

Finally, in addition to providing core planning services, planning staff also assisted municipal staff by providing inquiry support for planning, development and building-related matters throughout 2020.



Planning Development
County of Middlesex
399 Ridout Street North
London, ON N6A 2P1
(519) 434-7321 (fax) 434-0638
www.middlesex.ca

Meeting: April 20, 2021

REPORT

TO: Mayor Burghardt-Jesson and Members of Council
Township of Lucan Biddulph

FROM: Dan FitzGerald MPI, Planner

SUBJ: **Site Plan Approval (SPA-1-2021)**
VanderMolen Homes Inc. c/o Dane VanderMolen
1005 Heenan Court, Lucan

Purpose:

The purpose of this report is to evaluate a request for site plan approval to allow the development of certain lands for industrial purposes.

Background:

The subject lands are situated on the west side of Heenan Court, on the north west corner of the intersection at Heenan Court and Fallon Drive in the Township's Industrial Park. The lands are designated Industrial under the Official Plan and zoned General Industrial (M1) which permits a wide range of industrial uses. Mr. VanderMolen has acquired ownership of the lands to accommodate the development of a four-unit industrial building on the site. Attached is a plan which shows the proposed layout.

Analysis:

A site plan agreement has been prepared for Council's consideration, which includes a number of requirements including but not limited to: access, parking, grading, servicing, storm water management, elevations and landscaping. The site plan has been signed-off by staff. Prior to the issuance of a building permit, the following will be required: security in the amount of \$19,450.00 being 50% of the estimated cost of the site works (as required by the Township's Site Plan Control Area By-law); and registration of the executed agreement against the title of the subject lands.

In all, the subject proposal is consistent with the Provincial Policy Statement and conforms to both the County of Middlesex, the Lucan Biddulph Official Plans as well as the Lucan Biddulph Comprehensive Zoning Bylaw.

Recommendation:

That site plan approval be granted for the lands owned by VanderMolen Homes Inc c/o Dane VanderMolen located at 1005 Heenan Court, Lucan.

Attachments:

1. Site Plan and Grading Plan
2. Landscaping Plan
3. Elevations

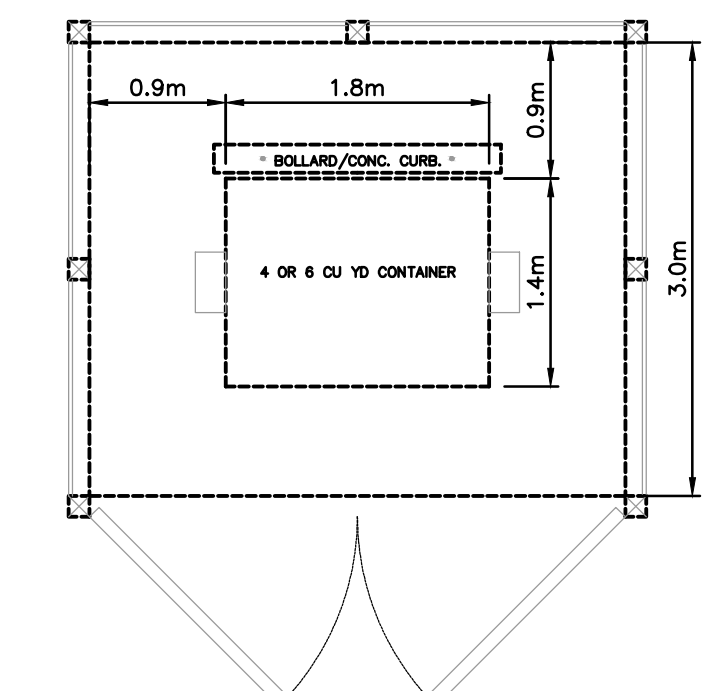
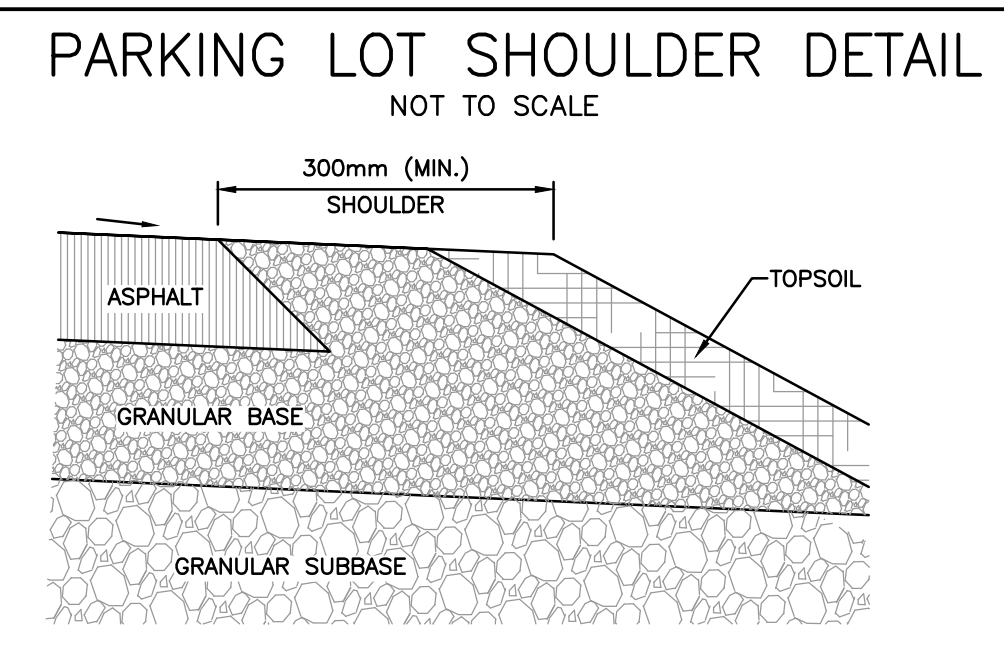
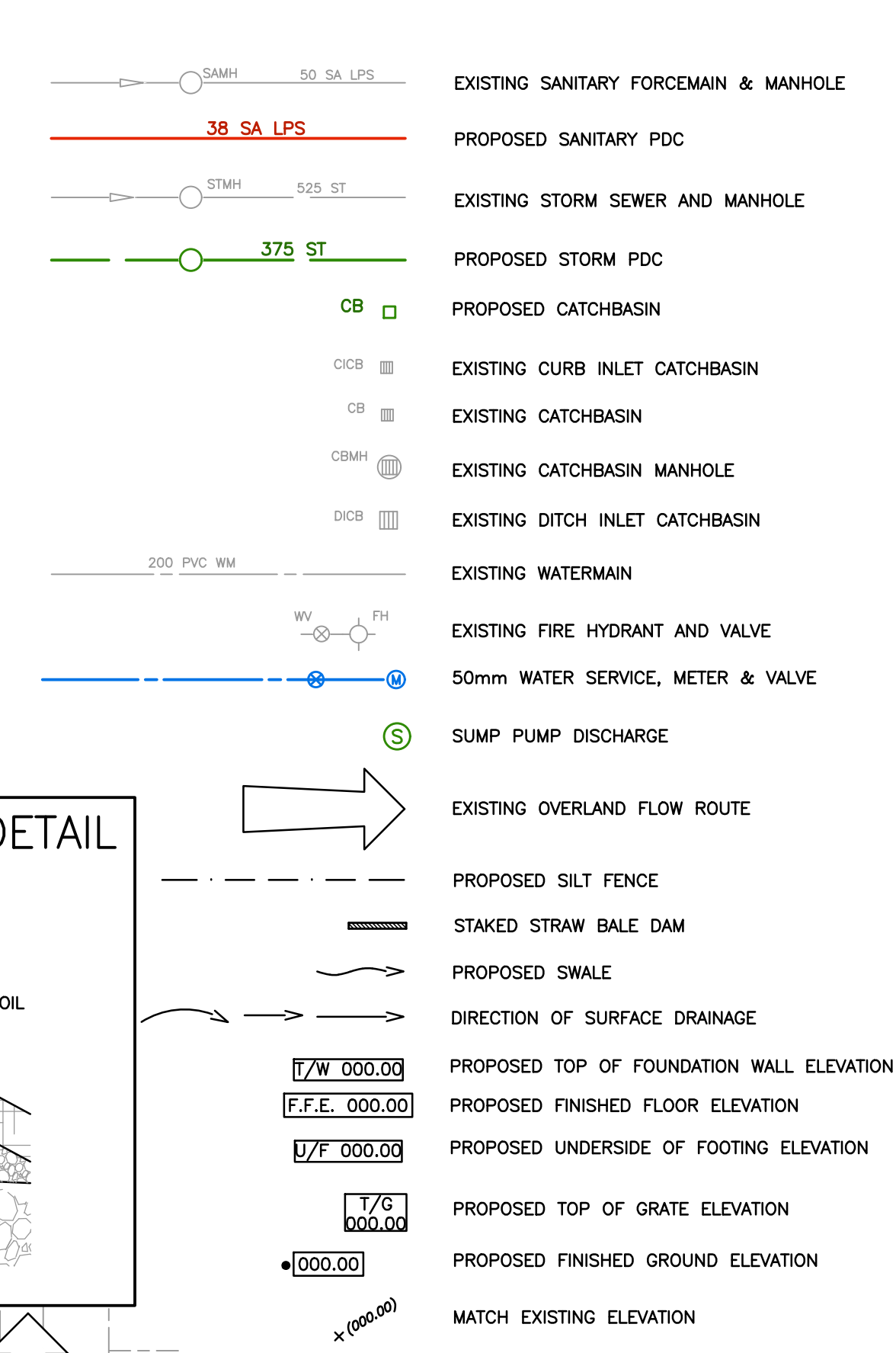
GENERAL NOTES:

- ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE MINIMUM REQUIREMENTS OF THE TOWNSHIP OF LUCAN BIDDULPH.
 - THE CONTRACTOR SHALL NOTIFY THE ENGINEER AND THE TOWNSHIP OF LUCAN BIDDULPH AT LEAST 48 HOURS PRIOR TO COMMENCING CONSTRUCTION.
 - THE CONTRACTOR IS TO MEET ALL THE REQUIREMENTS OF THE OWNERS OF THE UTILITIES ON THIS PLAN, AND MUST MAKE SATISFACTORY ARRANGEMENTS WITH THE UTILITY COMPANIES FOR CROSSING THEIR INSTALLATIONS AND FOR PROVIDING ADEQUATE PROTECTION DURING CONSTRUCTION.
 - THE CONTRACTOR SHALL HAVE ITS PROFESSIONAL ENGINEER PROVIDE ADEQUATE INSPECTION DURING CONSTRUCTION AND A CERTIFICATE OF COMPLETION OF WORKS UPON COMPLETION OF ALL WORKS.
 - EXISTING SURFACES WITHIN THE ROAD ALLOWANCE WHICH ARE DISTURBED DURING CONSTRUCTION SHALL BE RESTORED TO A CONDITION AT LEAST AS GOOD AS ORIGINAL.
- SEWERS**
- CATCHBASIN LEADS SHALL BE PVC - 300mm DIAMETER, UNLESS NOTED OTHERWISE.
 - SEWERS SHALL BE PVC SDR 35.
 - SEWER BEDDING SHALL BE ACCORDING TO O.P.S.D. 802.010 AND COMPACTED TO 95% STANDARD PROCTOR MAXIMUM DRY DENSITY. WHERE HIGH GROUND WATER LEVELS ARE ENCOUNTERED, 19mm CLEAR STONE BEDDING SHALL BE USED AND SHALL HAVE A GEOTEXTILE WRAP OF TERRAFIX 200R OR EQUIVALENT.
 - APPROVED BACKFILL MATERIAL TO BE COMPACTED TO 95% STANDARD PROCTOR MAXIMUM DRY DENSITY.
 - INSULATION SHALL BE 50mm THICK x 1220mm WIDE STYROFOAM HAVING A MINIMUM COMPRESSIVE STRENGTH OF 690 kPa.
- WATERMAIN**
- FOLLOWING INSTALLATION OF THE WATERMAIN, STUB SERVICES, HYDRANTS AND BLOW-OFFS, AND PRIOR TO CONNECTION TO THE EXISTING WATER SYSTEM, THE SYSTEM SHALL BE FLUSHED, DISINFECTED AND SUBJECTED TO A HYDROSTATIC PRESSURE TEST AS PER TOWNSHIP OF LUCAN BIDDULPH STANDARDS AND OPSD 701.
 - WATER SERVICES SHALL BE 50mm PEX MATERIAL. THE CONNECTION SHALL BE INSPECTED AND APPROVED BY THE TOWNSHIP OF LUCAN BIDDULPH.
 - A SOLID 12 GAUGE TWU COPPER WIRE SHALL BE SUPPLIED ALONG THE FULL LENGTH OF THE WATERMAIN FOR LOCATING PURPOSES.
 - MINIMUM COVER OVER WATERMAIN AND SERVICES TO BE 1.70m.
 - MECHANICAL RESTRAINTS W/ ANODES TO BE USED. NO THRUST BLOCKS.
 - WATERMAIN BEDDING SHALL BE GRANULAR 'A' COMPACTED TO 95% STANDARD PROCTOR MAXIMUM DRY DENSITY. WHERE HIGH GROUND WATER LEVELS ARE ENCOUNTERED, 19mm CLEAR STONE BEDDING SHALL BE USED AND SHALL HAVE A GEOTEXTILE WRAP OF TERRAFIX 200R OR EQUIVALENT.

LOT GRADING NOTES:

- Existing drainage of abutting lands is not to be disturbed without approval from the Township of Lucan Biddulph.
- Ground elevations at buildings abutting overland flow routes are to be 225m above overland flow route elevations.
- All roof water outlets from the proposed buildings and drainage from impervious areas are to be directed towards the site's storm drainage system.
- No weeping tile connections will be permitted into the sanitary sewers and no direct gravity connections from the weeping tiles will be permitted to the storm sewer system unless the storm system has the capacity to provide for such connection to the satisfaction of the Township of Lucan Biddulph. However, pumped connections from the weeping tiles to the storm sewer will be permitted.
- If an existing drain is encountered during construction contact the Township of Lucan Biddulph.
- The contractor shall construct temporary measures to control silt entering the storm drainage system to the specifications outlined in the Guidelines on Erosion and Sediment Control for Urban Construction Sites prepared by the Ministry of Natural Resources. These measures are to be installed prior to commencing any construction for this subdivision/development/project, and are to remain in place until construction has been completed.

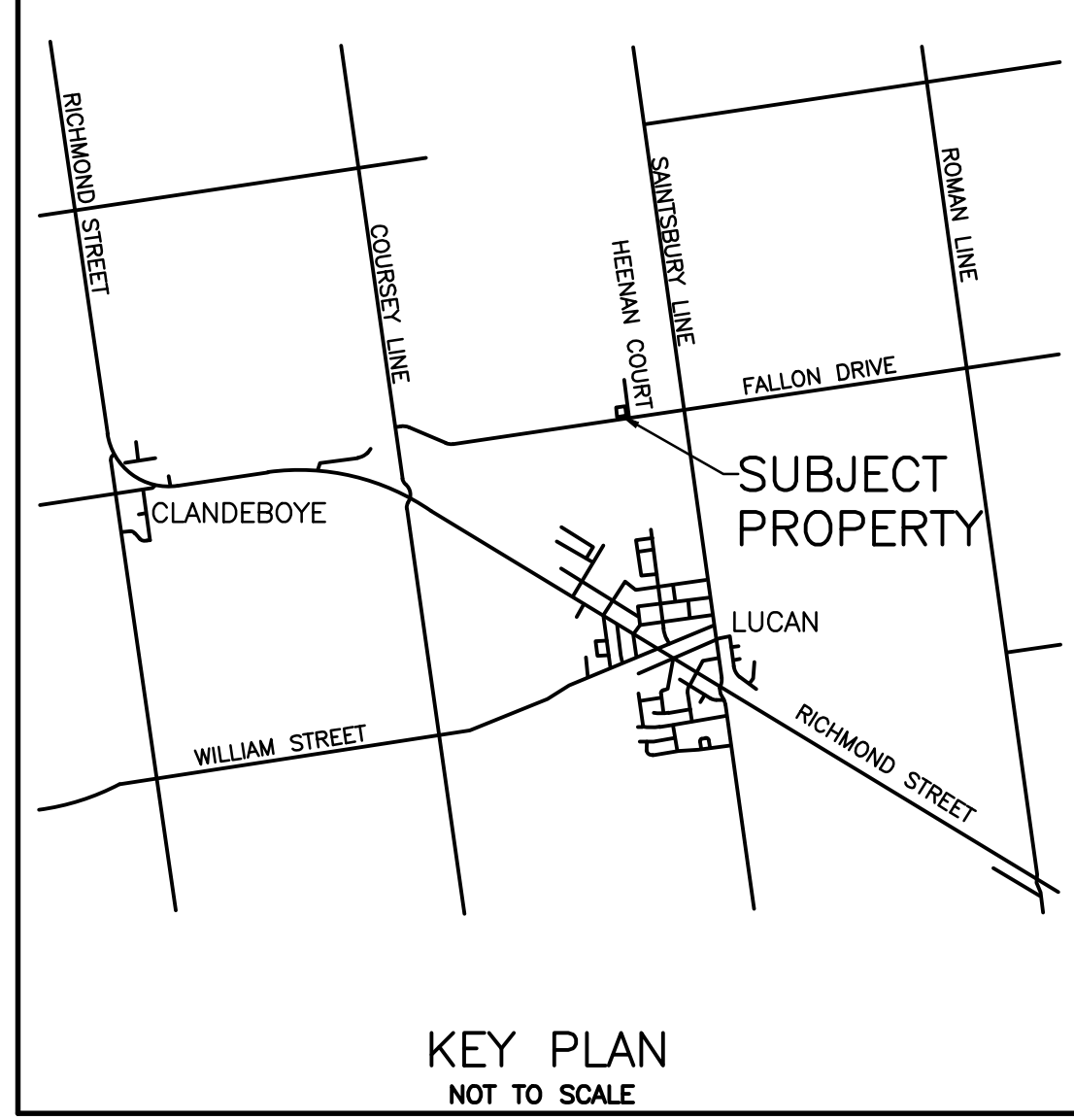
LEGEND



SITE DATA

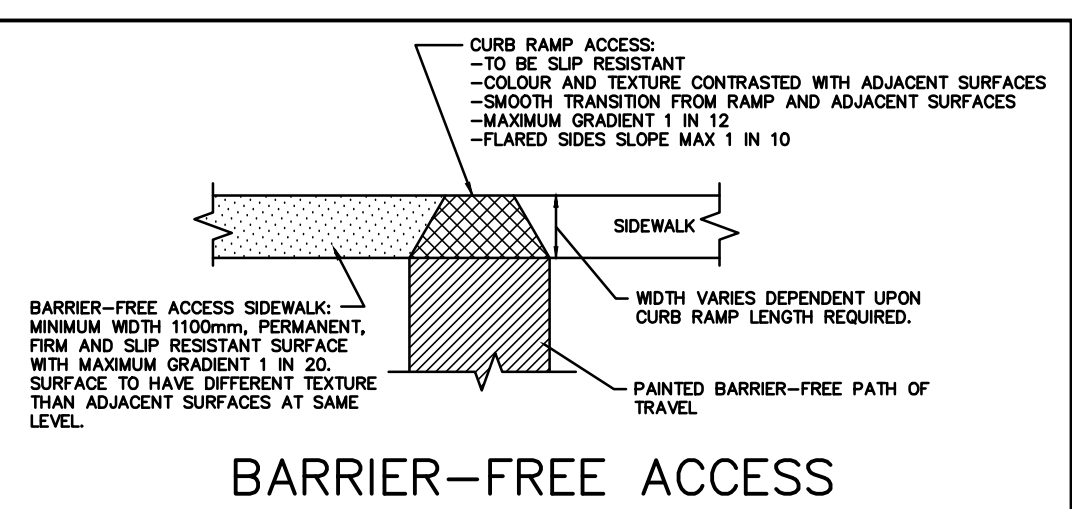
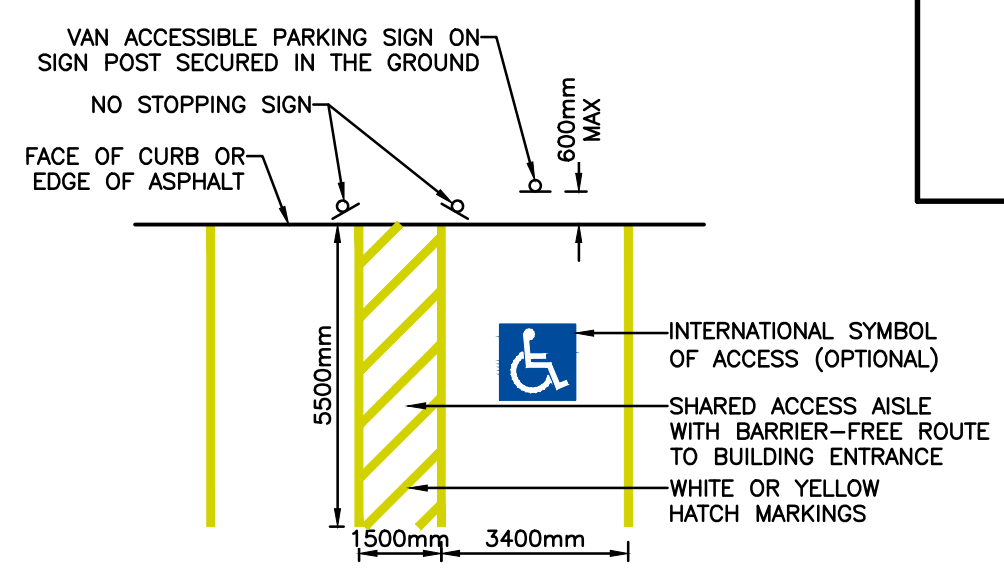
1. GROSS SITE AREA:	6,028.42 m ²	0.60 ha.
2. BUILDING AREA:	592.72 m ²	0.06 ha.
ITEM	REQUIREMENTS	PROPOSED
3. ZONES	M1	M1
4. PERMITTED USES	SEE NOTE 1 BELOW	GENERAL INDUSTRIAL
5. LOT AREA (MINIMUM)	2,000 m ²	6,028.42 m ²
6. LOT FRONTAGE (MINIMUM)	30 m	71.95 m
7. LOT DEPTH (MINIMUM)	60 m	74.17 m
8. LOT COVERAGE (%) MAXIMUM	33%	9.8%
9. FRONT & EXTERIOR SIDE YARD DEPTH (MINIMUM)	10 m	34.49 m
10. INTERIOR SIDE YARD SETBACK (MINIMUM) ABUTTING ZONE HR, RR, I	10 m	N/A
11. ALL OTHER CASES	4 m	7.57 m
12. REAR YARD SETBACK (MINIMUM) ABUTTING ZONE HR, RR, I	12 m	N/A
13. ALL OTHER CASES	6 m	23.48 m
14. PARKING SPACES (FOR GENERAL INDUSTRIAL USE)	8 SPACES (1 PER 80M ² NET FLOOR AREA)	16 REGULAR SPACES 1 TYPE 'A' SPACE
15. OUTSIDE STORAGE (%) MAXIMUM	75%	0%

NOTE 1: THE FOLLOWING ARE PERMITTED USES IN THE M1 ZONE:
 bulk sales establishment; car wash; contractor's yard or shop; general industrial use; retail store as an accessory use; service shop; truck terminal; warehouse.

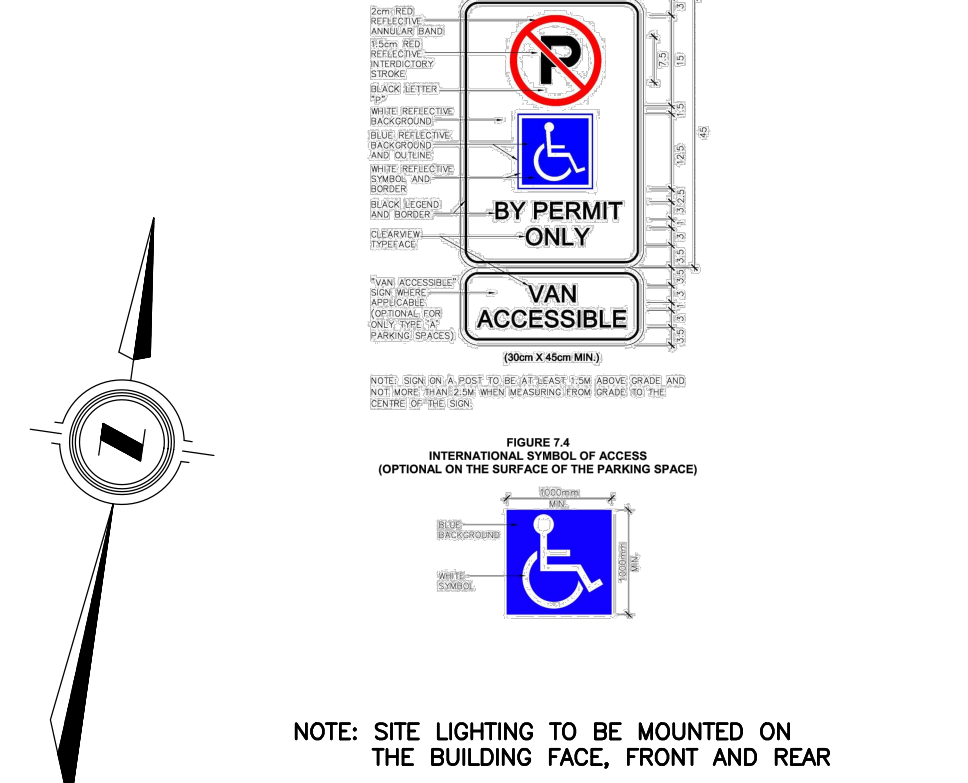
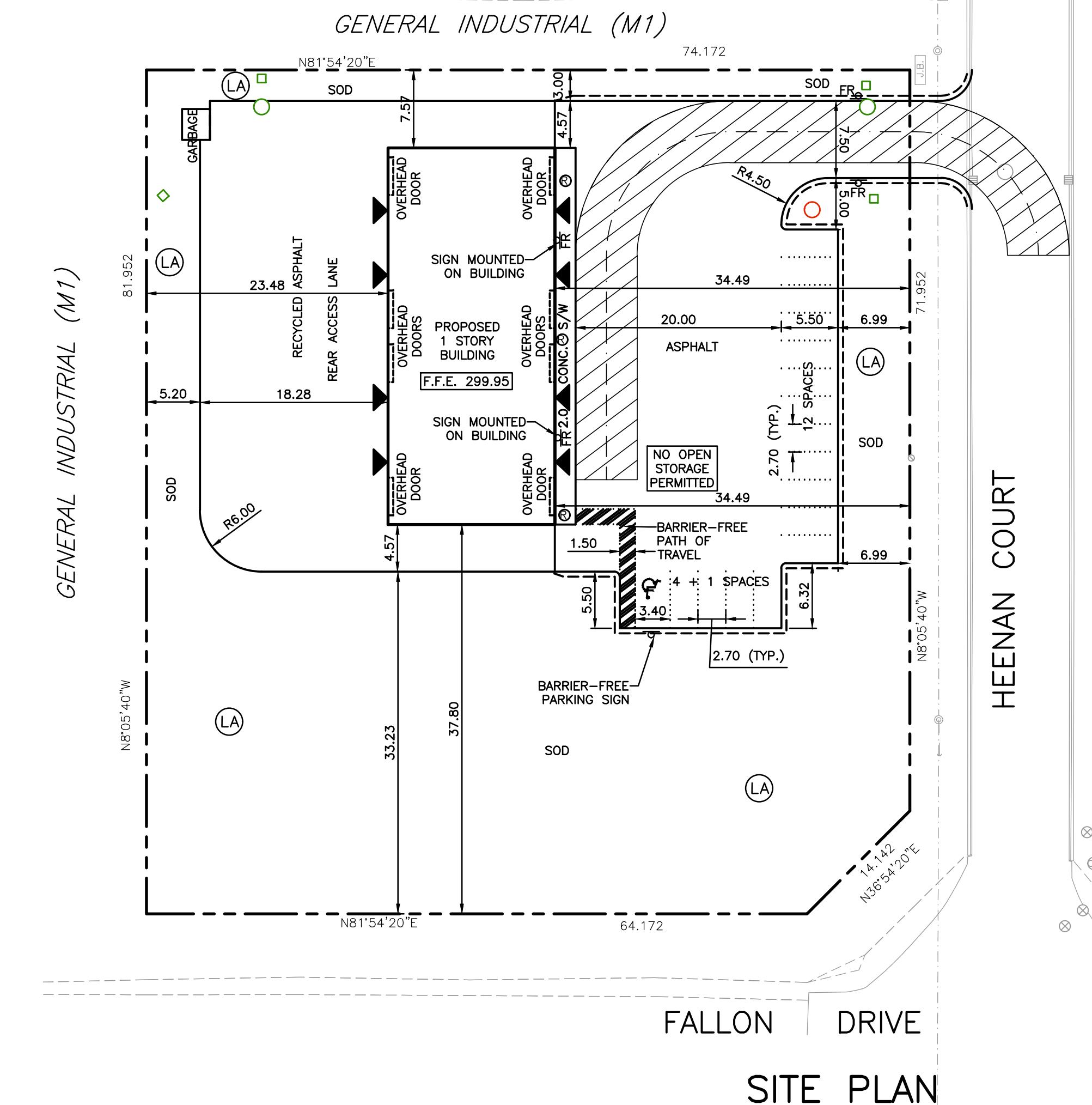
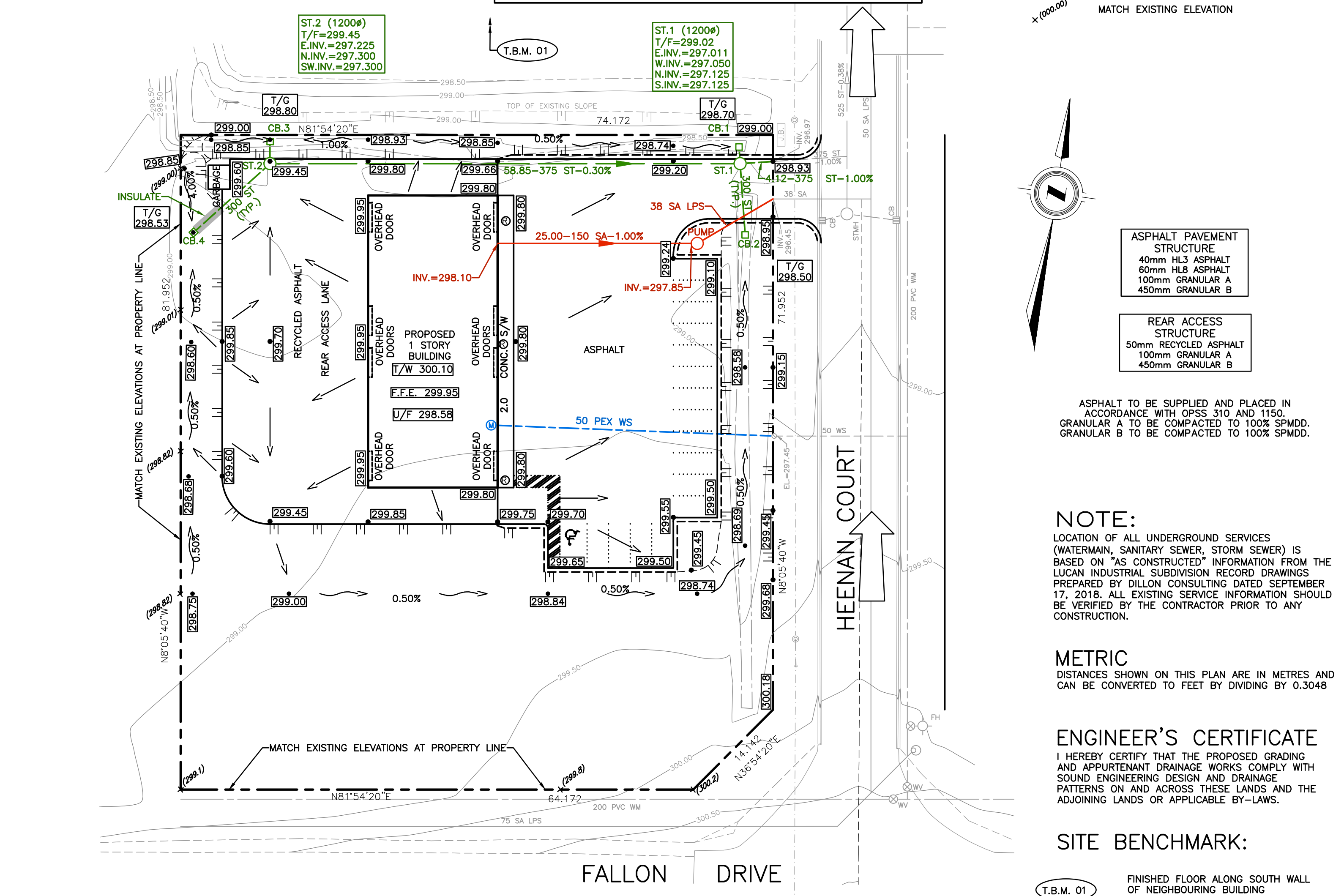
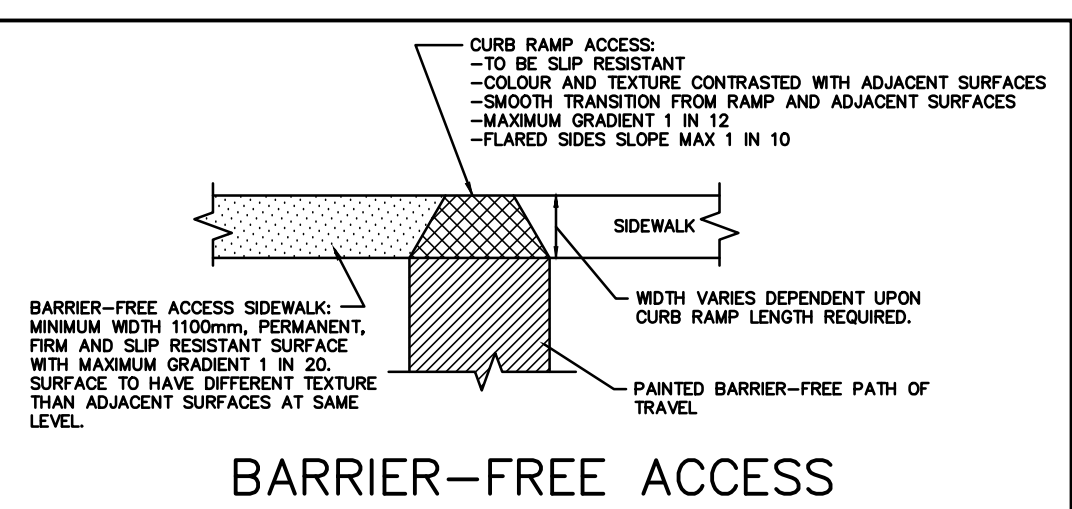


PLAN OF PART OF LOT 25, CONCESSION 4 (BEING PART B, PLAN 33R-20206) (GEOGRAPHIC TOWNSHIP OF BIDDULPH) MUNICIPAL NUMBER 1005 HEENAN COURT IN THE TOWNSHIP OF LUCAN BIDDULPH COUNTY OF MIDDLESEX

- CLEARANCE DISTANCES SHOWN ARE MIN. DIMENSIONS TO BE MEASURED FROM THE EDGE OF CONC. PAD. SCREENING TO BE 2.2m HIGH.
- EACH GATE FOR WASTE CONTAINER TO BE 1.8m WIDE.
- GATES TO BE SECURELY MOUNTED ON STEEL BOLLARDS OR AN APPROVED EQUAL AND TO BE EQUIPPED WITH WHEELS, STOPPERS AND LATCH.
- THE GATES ARE TO BE A SOLID SCREENED TYPE OF MATERIAL.
- 150mm DEEP CONC. SLAB TO BE LEVEL AND FLUSH WITH THE APPROACH PAVEMENT.
- BOLLARDS OR CONCRETE CURB IS TO BE SECURED TO THE CONCRETE SLAB.
- PEDESTRIAN ACCESS ON REAR OR SIDE WALLS MAY BE AN OPENING OR GATE.



STANDARD ENCLOSURE & CONCRETE SLAB FOR 4 OR 6 YD³ WASTE CONTAINER



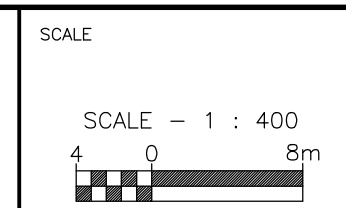
SERVICING & GRADING PLAN

SITE PLAN

AS CONSTRUCTED SERVICES	COMPLETION	No.	REVISIONS	DATE	BY	CONSULTANT OR DIVISION
DESIGN	AGM	1.	REVISED PER MUNICIPAL COMMENTS	MAR. 15, 2021	AGM	ARCHIBALD, GRAY & MCKAY ENGINEERING LTD.
DRAWN	MMMG					
CHECKED	DTW/SPB					
APPROVED	SPB					
DATE	JANUARY 2021					

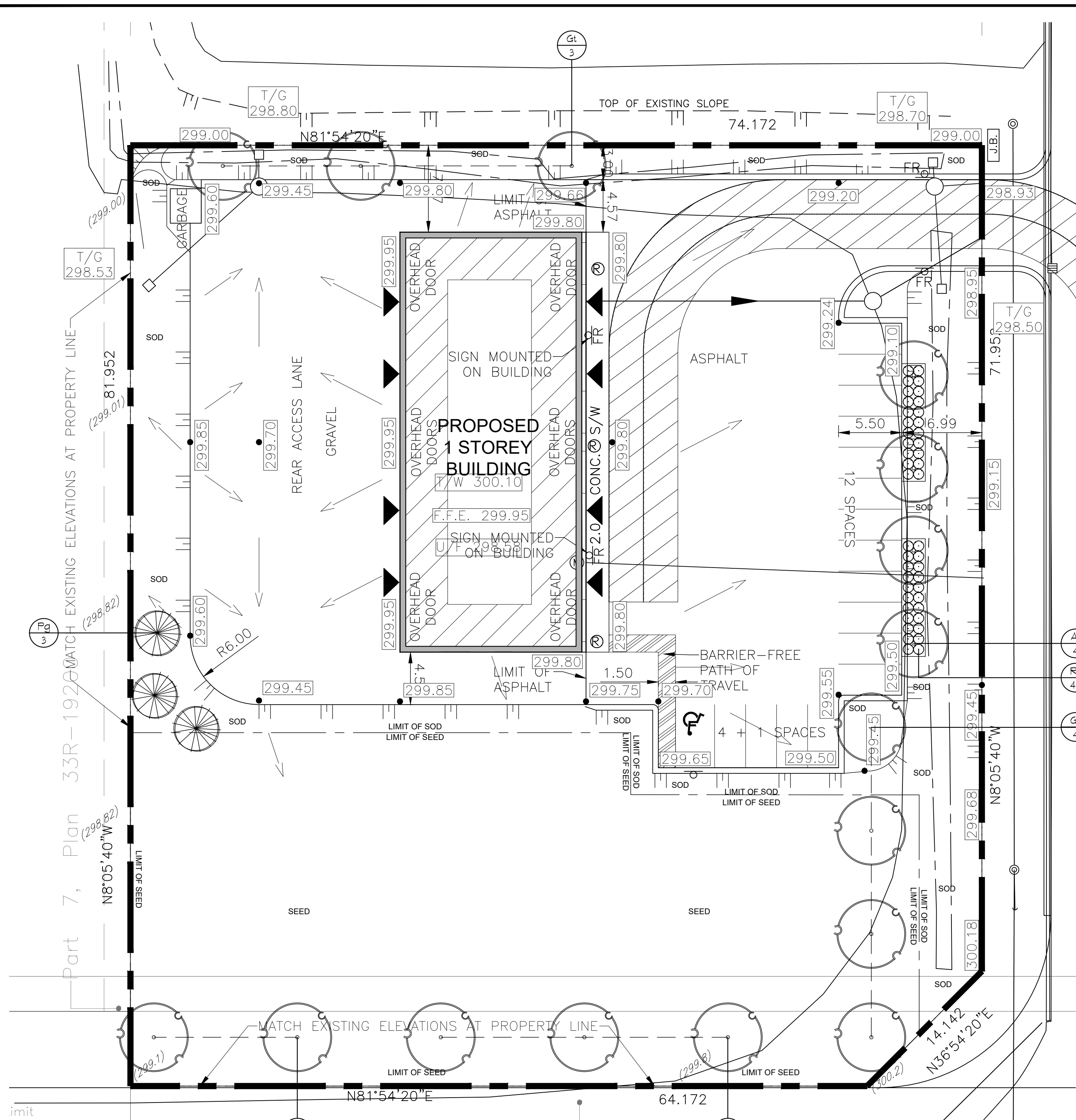


VANDER MOLEN



1005 HEENAN COURT
SITE PLAN
SERVICING & GRADING PLAN

PROJECT No. 1000-194
 SHEET No. 01
 PLAN FILE No.

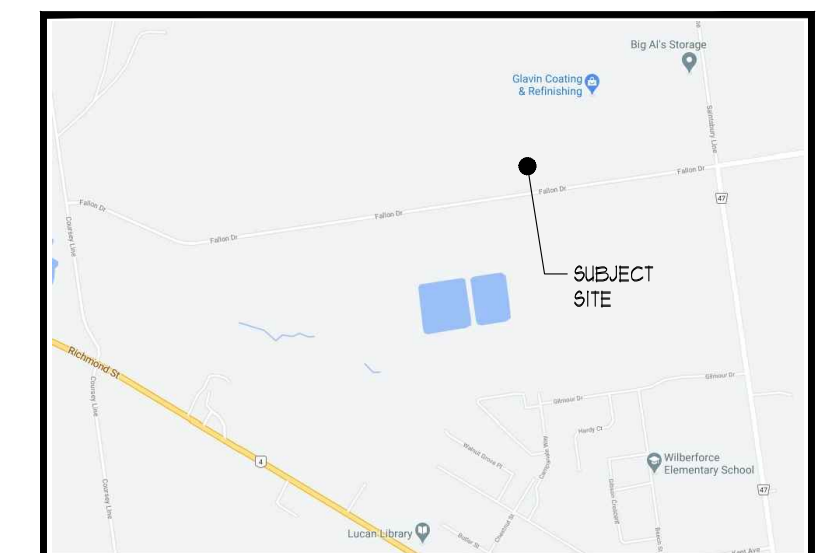
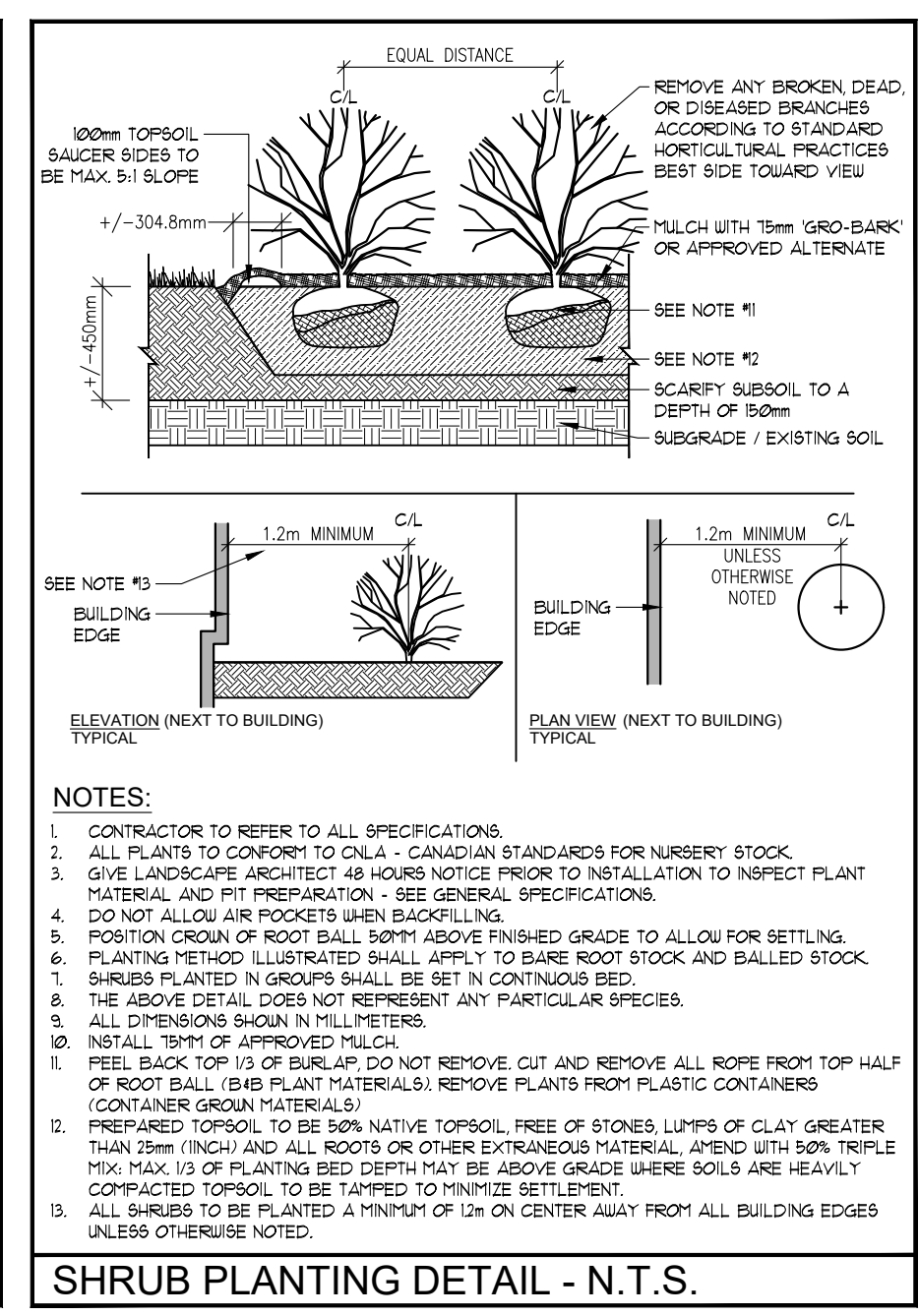
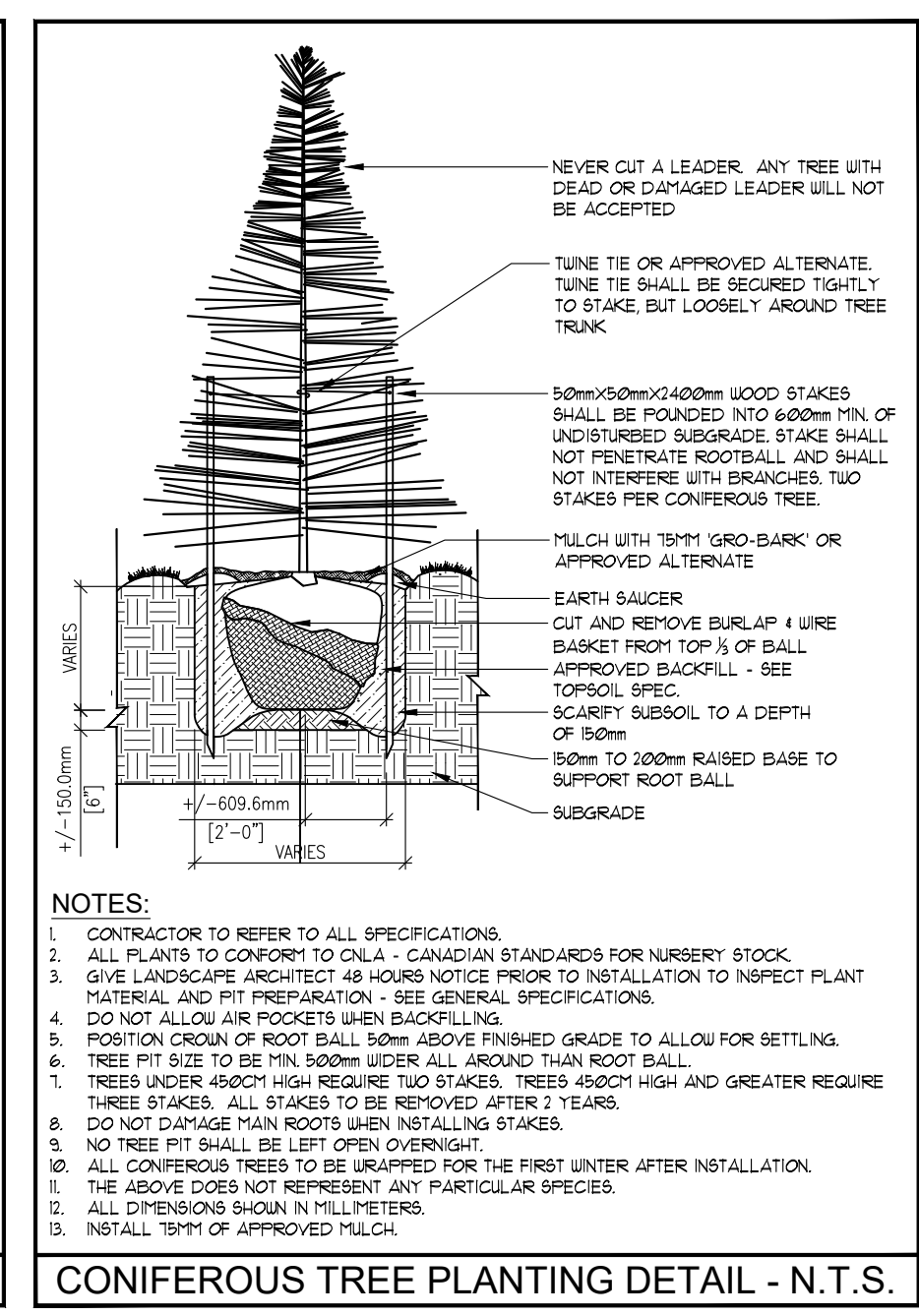
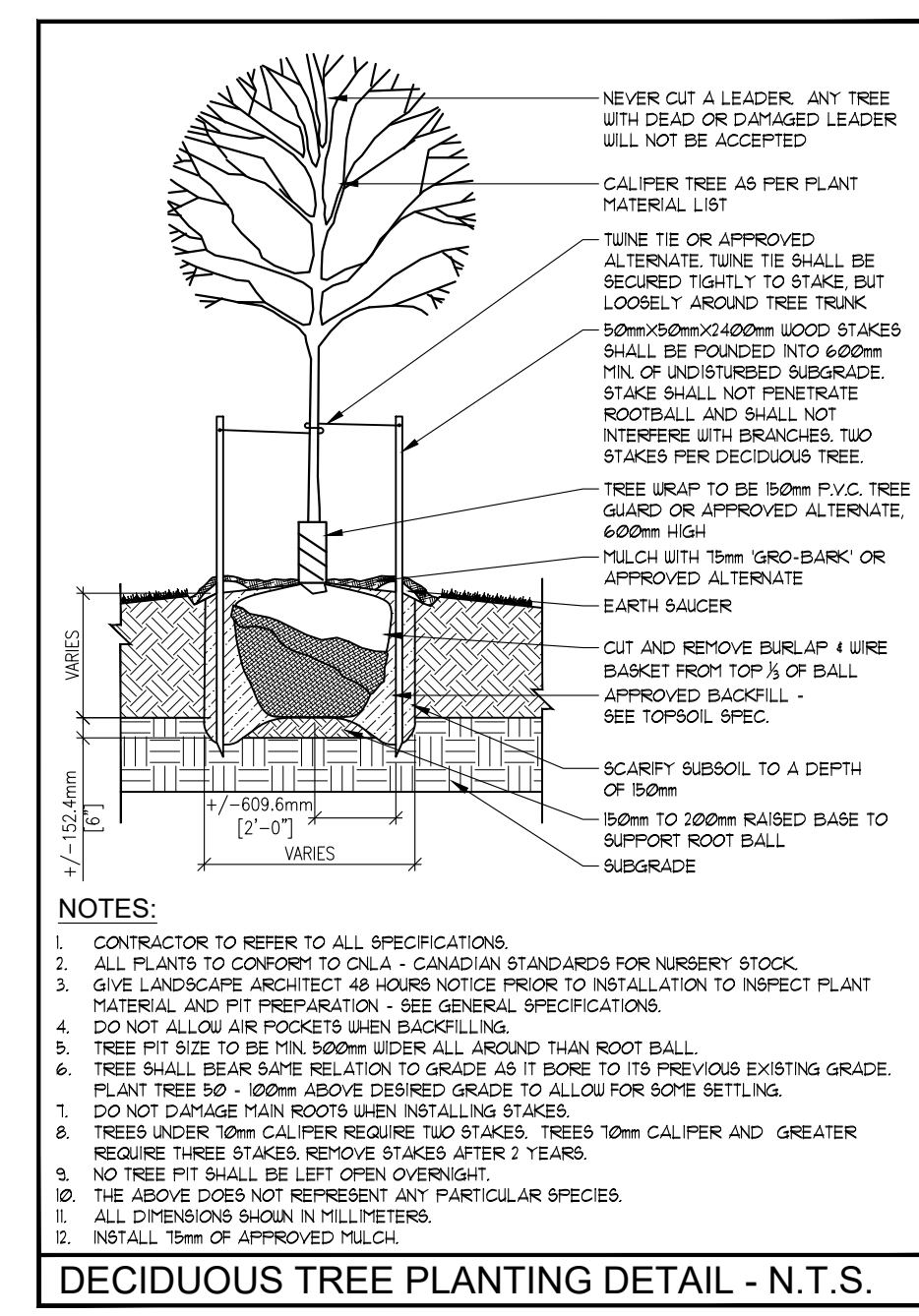


LANDSCAPE PLAN
SCALE = 1:250

KEY	COMMON NAME	BOTANICAL NAME	QTY	SIZE	COND
Ar	RED MAPLE	Acer rubrum 'Sures'	1	60mcal	UB
Gt	SHADEMASTER LOCUST	Gleditsia triacanthos 'Shademaster'	3	60mcal	UB
Pg	WHITE SPRUCE	Picea glauca	9	50cm	UB
Rt	ALPINE CURRIANT	Ribes alpinum	44	60cm	POT

LEGEND	
	PROPOSED DECIDUOUS TREES
	PROPOSED CONIFEROUS TREES
	PROPOSED PLANTINGS
	PLANT KEYS - SEE PLANT MATERIALS LIST

- ### GENERAL PLANTING SPECIFICATIONS:
- BASE INFORMATION SUPPLIED BY AGM ENGINEERING LTD.
 - ENGINEERING INFORMATION SUPPLIED BY AGM ENGINEERING LTD.
 - CONTRACTOR TO MAKE THEMSELVES FAMILIAR WITH ALL RELATED SPECIFICATIONS.
 - CONTRACTORS ARE RESPONSIBLE FOR REVIEW OF ALL SPECIFICATIONS AND RELATED DRAWINGS WITH SELECTED SUB-CONTRACTORS AS THEY PERTAIN TO WORK AS OUTLINED ON LANDSCAPE ARCHITECTURAL WORKING DRAWINGS AND SPECIFICATIONS.
 - REPORT ALL DISCREPANCIES TO THE LANDSCAPE ARCHITECT DURING TENDERING PROCESS. ERRORS AND/OR OMISSIONS WILL BE THE RESPONSIBILITY OF THE CONTRACTOR.
 - CONTRACTOR SHALL MAINTAIN ALL LANDSCAPED AREAS UNTIL OWNER ACCEPTANCE OF PROJECT. CONTRACTOR TO NOTIFY LANDSCAPE ARCHITECT IN WRITING ON COMPLETION OF PROJECT FOR A SITE WORK COMPLETION CERTIFICATE AS WELL AS THE COMPLETION OF THE ACCEPTANCE OF PROJECT.
 - ALL WORKMANSHIP TO BE WARRANTED FOR ONE YEAR UNLESS OTHERWISE STATED. WARRANTY PERIOD WILL BEGIN ON FINAL ACCEPTANCE OF PROJECT.
 - ALL WORKMANSHIP TO COMPLY WITH THE CANADIAN LANDSCAPE STANDARDS.
 - ALL NURSERY STOCK TO BE 1 NURSERY GROWN AND MUST COMPLY WITH THE CANADIAN NURSERY LANDSCAPE ASSOCIATIONS 'CANADIAN NURSERY STOCK STANDARDS'. LATEST TEST REPORT MUST BE PROVIDED WITH THE STOCK.
 - ALL LANDSCAPING IS TO BE INSTALLED PRIOR TO THE END OF THE FIRST GROWING SEASON FOLLOWING THE OCCUPANCY OF THE SITE DEVELOPMENT UNLESS OTHERWISE STATED.
 - CONTRACTOR IS RESPONSIBLE FOR ALL UNDERGROUND UTILITIES AND MUST SUPPLY THE LANDSCAPE ARCHITECT WITH COPIES OF LOCATE CERTIFICATES PRIOR TO COMMENCEMENT OF WORK.
- #### GRADING
- CONTRACTOR TO ENSURE POSITIVE DRAINAGE IN ALL AREAS.
 - ALL GRADING TO BE IN ACCORDANCE WITH SITE ENGINEERS DRAWINGS.
 - SOIL SHALL BE SCARIFIED FREE OF ALL STONES, ROOTS, BRANCHES LARGER THAN 1" (25MM) AND COMPACTED TO 95% S.P.D.
 - ALL SUBSOIL TO BE SCARIFIED TO A DEPTH OF 6" (150 MM) PRIOR TO THE INSTALLATION OF TOPSOIL TO ENSURE NO HARDPAN CONDITIONS.
 - CONTRACTOR TO NOTIFY LANDSCAPE ARCHITECT PRIOR TO INSTALLATION OF TOPSOIL TO APPROVE SUBBASE.
 - DIRECT ALL RAINLEADERS AND SUMP LEADERS AWAY FROM PLANTING BEDS AND TO THE DESIGNATED SWALES.
 - NOTIFY LANDSCAPE ARCHITECT IN WRITING OF ANY SUBSTANTIAL UET CONDITIONS.
- #### TOPSOIL
- AT THE CONTRACTORS EXPENSE A SOIL TEST IS TO BE COMPLETED BY A REPUTABLE LABORATORY. THE SOIL TEST IS TO BE COMPLETED AND IF NECESSARY, RECOMMENDATIONS FROM THE LABORATORY ARE TO BE PROVIDED TO THE LANDSCAPE ARCHITECT FOR APPROVAL ONE WEEK PRIOR TO WORK COMMENCING.
 - TOPSOIL FOR PLANTING BEDS IS TO BE A FERTILE FRABLE NATURAL LOAM TO A MINIMUM DEPTH OF 18" (450MM) AND A MINIMUM DEPTH OF 4" (100MM) FOR TURF AREAS - UNLESS OTHERWISE NOTED. TOPSOIL SHALL CONTAIN NOT LESS THAN 4% ORGANIC MATTER FOR CLAY LOAMS AND NOT LESS THAN 2% ORGANIC MATTER FOR SANDY LOAM TO A MAXIMUM OF 8%, AND CAPABLE OF SUSTAINING VIGOROUS PLANT GROWTH FREE OF SUBSOIL CONTAMINATION, ROOTS AND STONES OVER 50MM DIAMETER, REASONABLY FREE OF WEEDS, AS DETERMINED BY THE LANDSCAPE ARCHITECT, AND HAVING A PH RANGING FROM 6.0 TO 7.0.
 - TOPSOIL IS TO BE STOCKPILED FOR USE ON SITE DEVELOPMENT, AVOID MIXING TOPSOIL WITH SUBSOIL. LIMIT HEIGHT OF STOCKPILE TO 3M TO RETAIN SOIL MICROORGANISMS AND SOIL VIABILITY AND FERTILITY.
 - IF APPLICABLE, ALL WORK IN ANY ROAD ALLOWANCE SHALL MEET THE MINIMUM SPECIFICATIONS OF THE MUNICIPALITY. ENSURE A MINIMUM OF 100MM TOPSOIL IS INSTALLED IN THE MUNICIPALITY OWNED ROAD ALLOWANCE(S)/BOULEVARD(S) FROM COMPACTION OR SOIL CONTAMINATION.
 - PROTECT THE MUNICIPALITY OWNED ROAD ALLOWANCE(S)/BOULEVARD(S) FROM COMPACTION OR SOIL CONTAMINATION.
- #### MULCH
- ALL TREEPITS, SHRUB PITS AND PLANTING AREAS ARE TO BE MULCHED UNLESS OTHERWISE NOTED.
 - CONTRACTOR TO INSTALL 3" (75MM) OF GRASS BARK MEDIUM MULCH IN ALL AREAS.
 - ALTERNATIVES MAY BE ACCEPTED - CONTRACTOR TO PROVIDE 3 SAMPLES FOR WRITTEN APPROVAL TO THE LANDSCAPE ARCHITECT.
- #### PLANT MATERIALS
- CONTRACTOR TO VERIFY ALL PLANT MATERIAL ON DRAWING(S) AND PLANT MATERIAL LIST(S). REPORT ALL DISCREPANCIES AT TENDERING PROCESS.
 - SUBSTITUTIONS WILL NOT BE ACCEPTED WITHOUT THE WRITTEN APPROVAL OF THE LANDSCAPE ARCHITECT.
 - PLANTINGS MAY BE ADJUSTED TO SUIT UTILITIES STRUCTURES AND AESTHETIC CONCERNS. ADJUSTMENTS ARE TO BE MADE UNDER THE DIRECTION OF THE LANDSCAPE ARCHITECT. ADJUSTMENTS TO PLANTING WITHOUT CONSENT OF LANDSCAPE ARCHITECT AND/OR PROJECT MANAGER MAY NOT MEET INTENT OF DESIGN AND/OR MUNICIPAL APPROVALS. ANY MATERIALS TO BE RELOCATED AS A RESULT WILL BE AT THE COST OF THE CONTRACTOR.
 - LANDSCAPE ARCHITECT TO INSPECT ALL PLANT MATERIAL ON SITE OR AT ITS SOURCE PRIOR TO INSTALLATION. CONTRACTOR IS TO GIVE LANDSCAPE ARCHITECT 48 (HRS) NOTICE FOR INSPECTION.
 - CONTRACTOR TO NOTIFY LANDSCAPE ARCHITECT IN WRITING IF ADVERSE WEATHER MAY IMPACT THE HEALTH OF THE PLANT MATERIALS AT TIME OF PLANTING.
 - TEMPERATURE PRECAUTION
 - ALL TREE PITS SHALL BE AT LEAST 2 FT. (600MM) WIDER THAN BALL OF THE TREE TO BE PLANTED AND SHALL BE DEEP ENOUGH SO THAT THE TOP OF BALL IS AT THE SAME LEVEL AS SURROUNDING GRADE. A MINIMUM OF 6" (150MM) OF BACKFILL SHALL BE PLACED UNDER BALL. TREE PITS ARE NOT TO BE LEFT OPEN OVER NIGHT.
 - SHRUB BEDS SHALL BE EXCAVATED TO A DEPTH OF 18" (450MM) AND FILLED WITH APPROVED BACKFILL MATERIAL. SHRUB BEDS ARE NOT TO BE LEFT OPEN OVER NIGHT.
 - ALL TREES SHALL HAVE AN EARTH SAUCER AT ITS BASE WITH A DIAMETER AS LARGE AS EXCAVATED AREA AND SHAPED TO RETAIN WATER (SEE DETAIL).
 - EARTH SAUCER TO HAVE APPROVED MULCH INSTALLED TO A MINIMUM DEPTH OF 2" (50MM).
 - ALL BURLAP SHALL BE CUT AND BURIED BELOW SURFACE DURING PLANTING.
 - ALL EVERGREENS ARE TO UNWRAPPED THE FIRST WINTER AT THE EXPENSE OF THE LANDSCAPE ARCHITECT.
 - ALL SHRUBS PLANTED WITHIN IN OF SALTED ROADWAYS, PARKING AND SIDEWALKS TO BE PROTECTED WITH SILT FENCING THROUGHOUT THE FIRST WINTER AFTER INSTALLATION AT THE EXPENSE OF THE LANDSCAPE ARCHITECT (OPTIONAL).
 - DIRECT ALL RAINLEADERS AND SUMP LEADERS AWAY FROM PLANTING BEDS AND TO DESIGNATED DRAINAGE SWALES.
 - DO NOT INSTALL PLANT MATERIAL IN DRAINAGE SWALES.
 - CONTRACTOR IS TO REMOVE ALL STAKES AND GUY WIRES AFTER 2 FULL GROWING SEASONS.
- #### SOD
- ALL LANDSCAPED AREAS TO BE SODDED TO THE STREET CURB (S) UNLESS OTHERWISE STATED.
 - CONTRACTOR TO ENSURE (WHERE APPLICABLE) ALL PLANTING BEDS ADJACENT TO TRAFFIC ISLANDS, INTERIOR SITE CURBING AND SIDEWALKS HAVE A 50'(150M) SOD MAINTENANCE STRIP INSTALLED.
 - ANY SODDING OR WORKS ON LANDS ADJUTING THE PROPERTY FROM THE LOT LINES TO SIDEWALK AND CURBING SHALL BE COMPLETED OR REPAIRED TO THE SATISFACTION OF THE LANDSCAPE ARCHITECT, CITY AND/OR REGIONAL MUNICIPALITY UNLESS OTHERWISE STATED.
 - SOD SHALL BE CERTIFIED #1 CULTIVATED TURF GRASS GROWN AND SOLD IN ACCORDANCE WITH THE CLASSIFICATIONS OF THE NURSERY SOD GROWERS ASSOCIATION OF CANADA AT THE TIME OF SALE. IT SHALL HAVE A STRONG PERENNIAL ROOT SYSTEM AND SHALL BE CUT IN PIECES, APPROXIMATELY ONE SOD (300 X 12") IN AREA WITH THE SOIL PORTION BEING 3/4" IN (19MM).
 - SOD TO BE FERTILIZED AT THE APPROPRIATE RATES AS INDICATED BY SOIL TESTS COMPLETED BY A REPUTABLE SOILS LABORATORY.
 - UPON INSTALLATION AREAS SHOULD BE WATERED SO AS TO SATURATE SOD AND THE UPPER 4" (100MM) OF BACKFILL TOPSOIL. AFTER SOD AND SOIL HAVE DRIED SUFFICIENTLY TO PREVENT DAMAGE, IT SHALL BE ROLLED WITH A ROLLER PROVIDING 1300 LBS. (68KG) PRESSURE PER SQ.FT.
 - CONTRACTOR TO REPAIR ALL DAMAGED AREAS TO THE SATISFACTION OF THE LANDSCAPE ARCHITECT AND/OR CLIENT.
- #### WATERING
- DURING THE WARRANTY PERIOD, BETWEEN MAY 15 AND SEPTEMBER 15 OF EACH YEAR, WATERING OF ALL PLANTS SHALL BE CARRIED OUT NO LESS THAN 6 TIMES PER YEAR IN ACCORDANCE WITH THE WATERING SCHEDULE TO BE DETERMINED BY THE OWNER UNLESS OTHERWISE STATED ON THE DRAWINGS. CRITICAL WATERING MONTHS ARE JUNE, JULY & AUGUST.
 - IF NO AUTOMATED IRRIGATION SYSTEM HAS BEEN PROVIDED FOR WATERING OPERATIONS, CONTRACTOR TO PROVIDE WATER TO THE SITE IF HOSE BIBS WITHIN THE BUILDING ENVELOPE ARE NOT AVAILABLE.
 - MANUAL WATERING SHOULD ENSURE DEEP WATERING OF TREES, SHRUBS, GROUND COVERS AND GRASSSED AREAS. WATERING OF GRASSSED AREAS TO COMMENCE ON A REGULAR BASIS AND CONTINUE WITH INTENSITY DEPENDING ON AMOUNT OF RAINFALL. NEW SOD THAT HAS BEEN LAID SHOULD BE KEPT MOIST FOR 4 TO 5 WEEKS OR UNTIL IT HAS FIRMLY ROOTED INTO THE EXISTING SOIL.
 - ALL CONIFEROUS TREES SHALL BE WATERED IN LATE FALL, JUST PRIOR TO FREEZE-UP.
 - WATER SHALL BE APPLIED SO THAT THE WASHING OF THE SOIL OR DISLODGING OF MULCH OR TREE GUARDS DOES NOT OCCUR. DAMAGE SHALL BE IMMEDIATELY REPAIRED TO THE SATISFACTION OF THE OWNER AT NO ADDITIONAL COST.
- #### SEED
- ALL LANDSCAPED AREAS TO BE SEEDDED TO THE STREET(S) CURB UNLESS OTHERWISE STATED.
 - ANY WORKS ON LANDS ADJUTING THE PROPERTY FROM THE LOT LINES TO SIDEWALK AND CURBING SHALL BE TO THE SATISFACTION OF THE LANDSCAPE ARCHITECT, CITY, AND/OR REGIONAL MUNICIPALITY.
 - SEED TO BE:
 - 20% KENTUCKY BLUE GRASS
 - 50% CREeping REED PEGGE
 - 30% BARNY OR ANNUAL PERENNIAL RYEGRASS
 - 10% ANNUAL RYEGRASS
 - SEEDING RATE: 185kg PER Ha (100lb/Acre)



RON KOUJDYS LANDSCAPE ARCHITECTS INC.

ALL DRAWINGS REMAIN THE PROPERTY OF THE LANDSCAPE ARCHITECT AND SHALL NOT BE REPRODUCED OR REUSED WITHOUT THE LANDSCAPE ARCHITECT'S WRITTEN PERMISSION.

THIS DRAWING SHALL NOT BE USED FOR CONSTRUCTION OR TENDER PURPOSES UNLESS SIGNED AND DATED BY RONALD H. KOUJDYS, O.A.L.A. C.S.L.A. LANDSCAPE ARCHITECT, LONDON, ONTARIO (519) 667-3322.

DATE	DESCRIPTION	NO.
2021/03/15	REISSUED FOR SPA	2.
2021/01/15	ISSUED FOR SPA	1.

Ronald H. Koujdy, O.A.L.A. C.S.L.A. DATE

ASSOCIATION OF LANDSCAPE ARCHITECTS OF ONTARIO

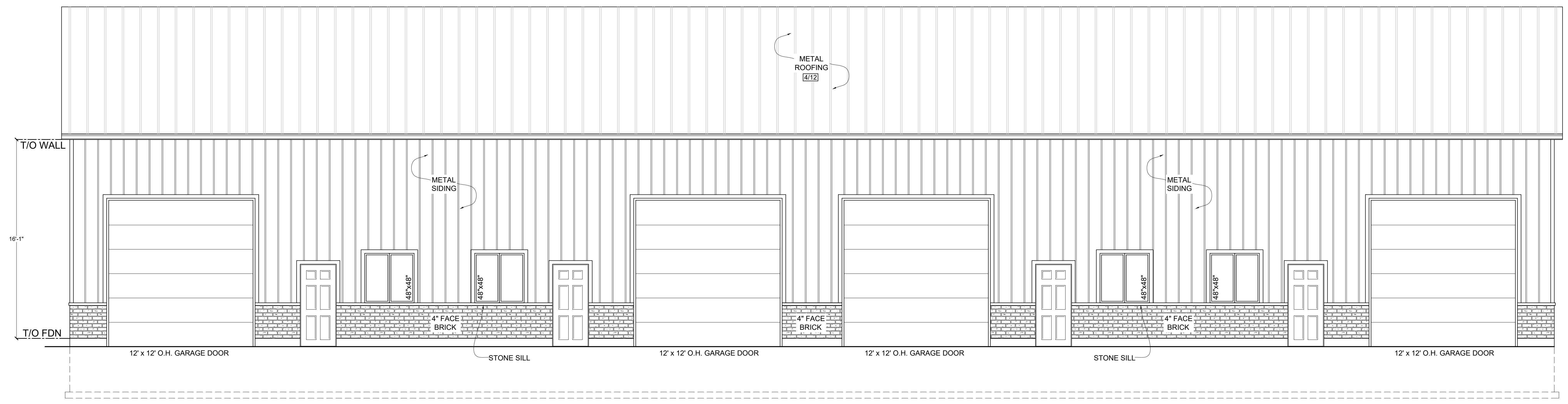
PROJECT TITLE: 1005 HEENAN COURT LUCAN, ONTARIO

DRAWING TITLE: LANDSCAPE PLAN

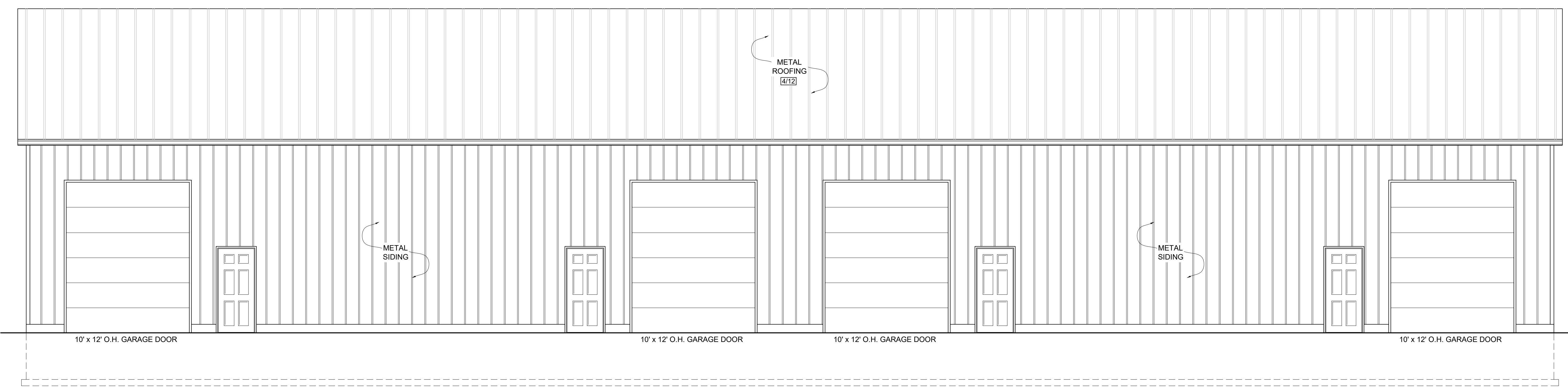
DATE:	SCALE:	DRAWING NO.
JANUARY 2021	AS NOTED	L-1

DRAWN: RJK. **CHECKED BY:** RJK.

PROJECT NO.: 21-106Lb

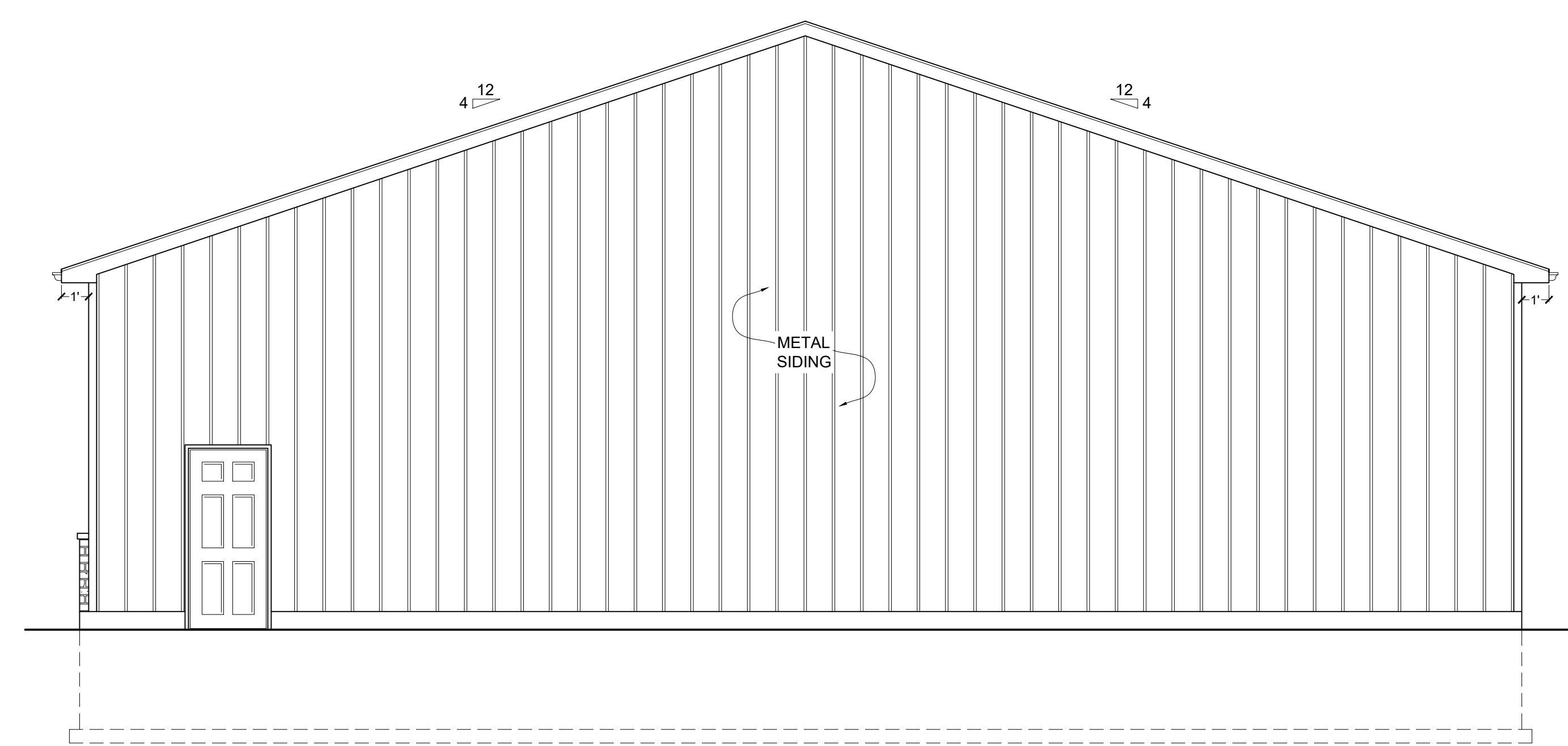


FRONT ELEVATION
1/4" = 1'-0"

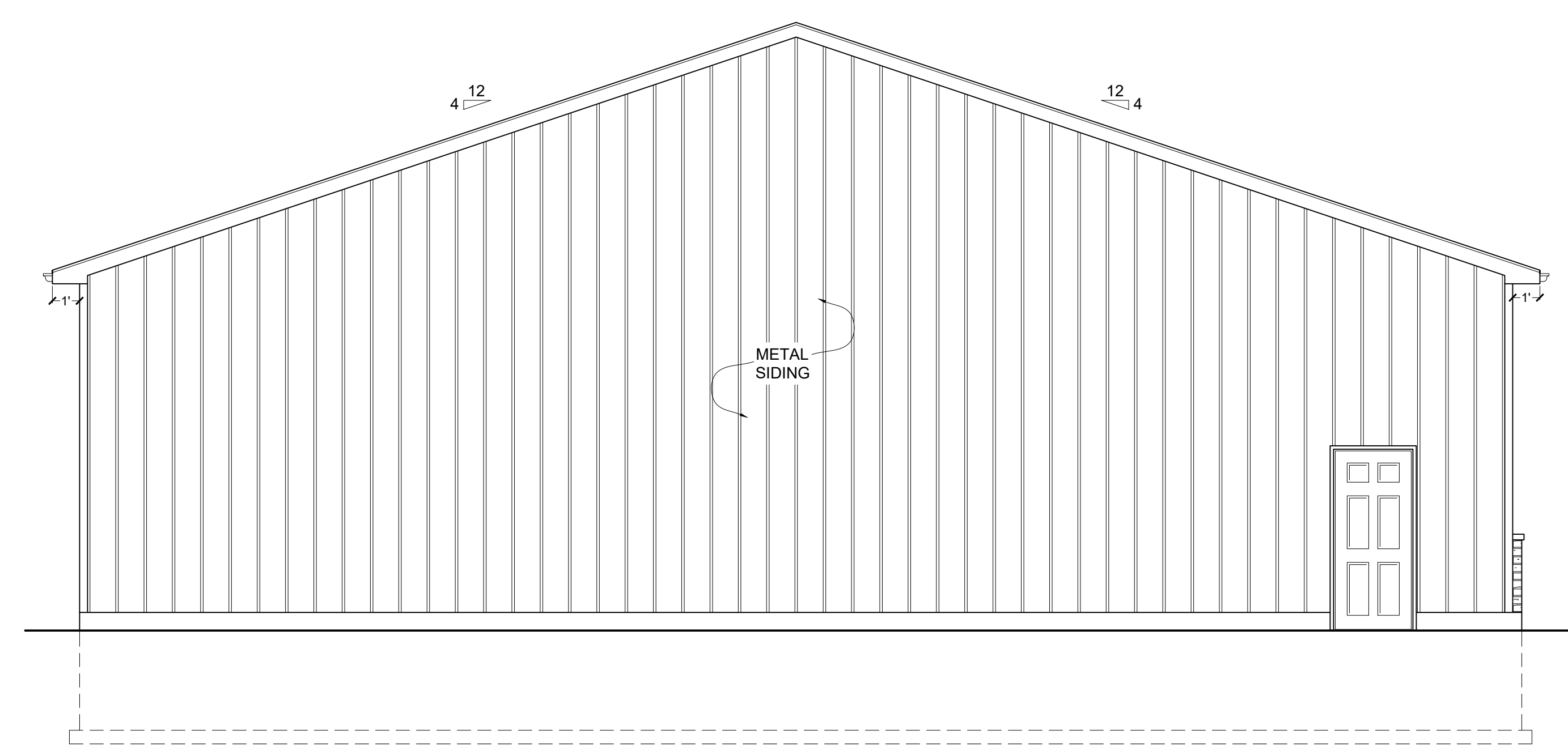


REAR ELEVATION
1/4" = 1'-0"

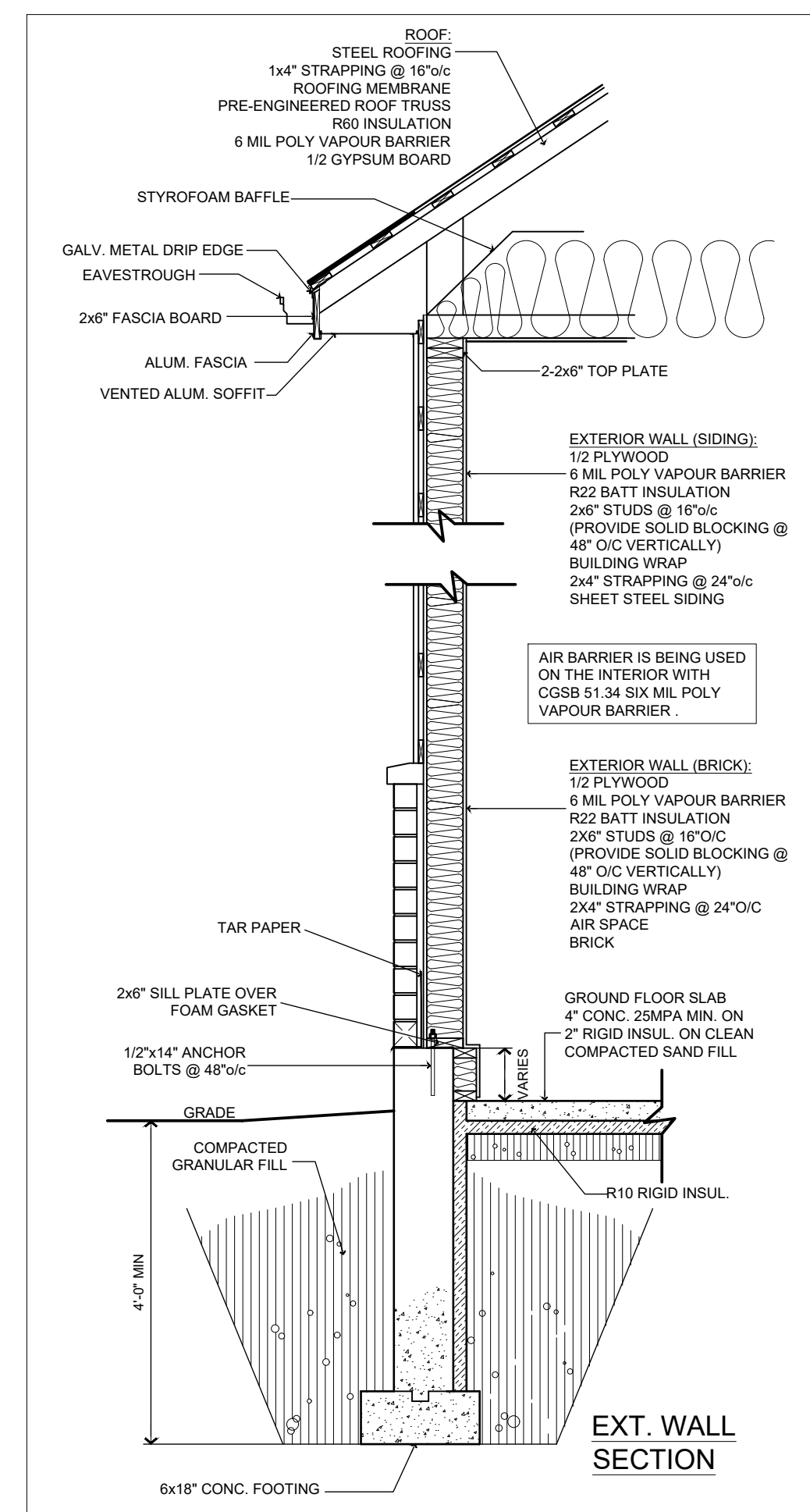
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DESIGNER BCIN: 25248 (Chad Fewster)
ALL CONSTRUCTION SHALL CONFORM
TO THE ONTARIO BUILDING CODE



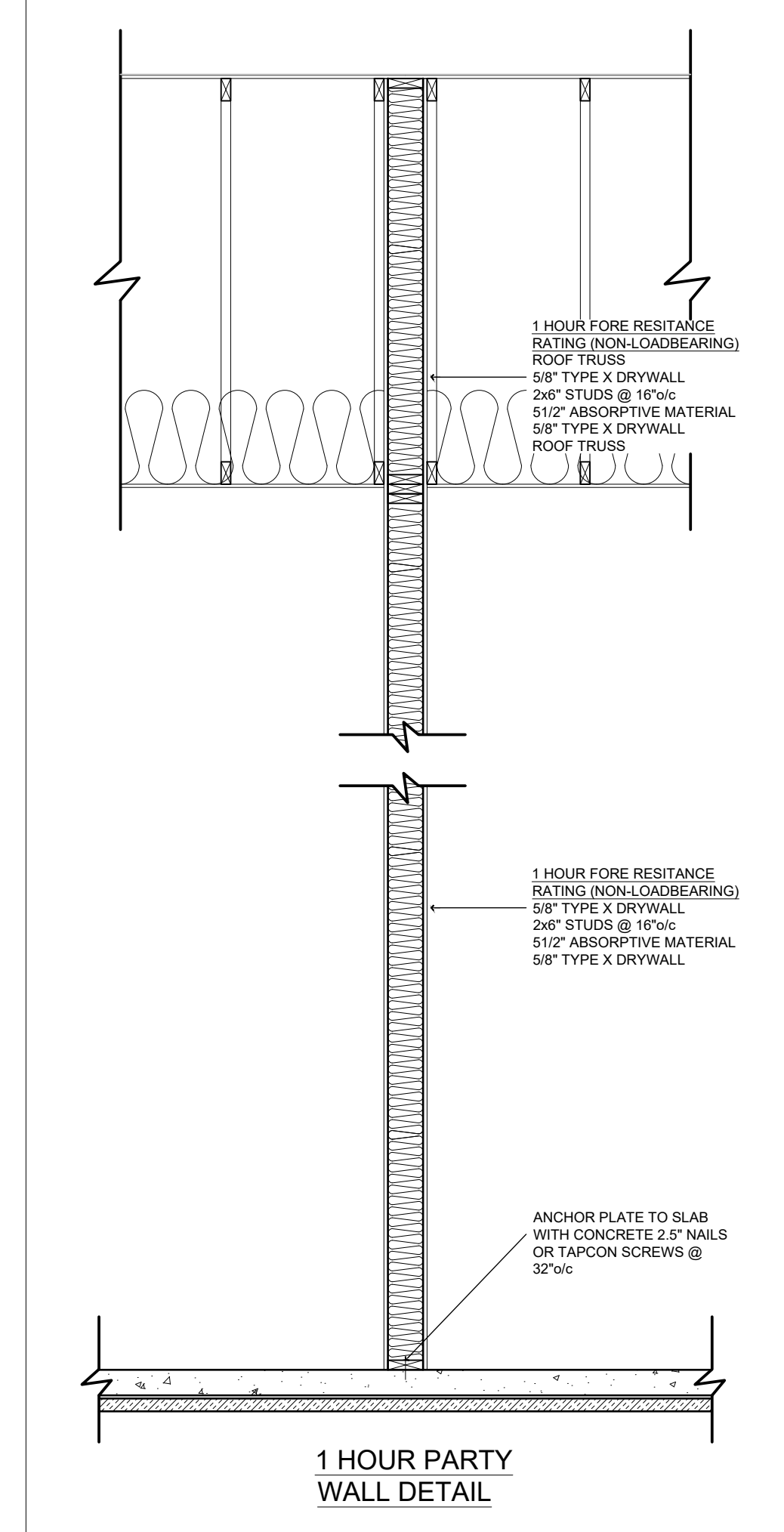
RIGHT ELEVATION
1/4" = 1'-0"



LEFT ELEVATION
1/4" = 1'-0"



EXT. WALL SECTION

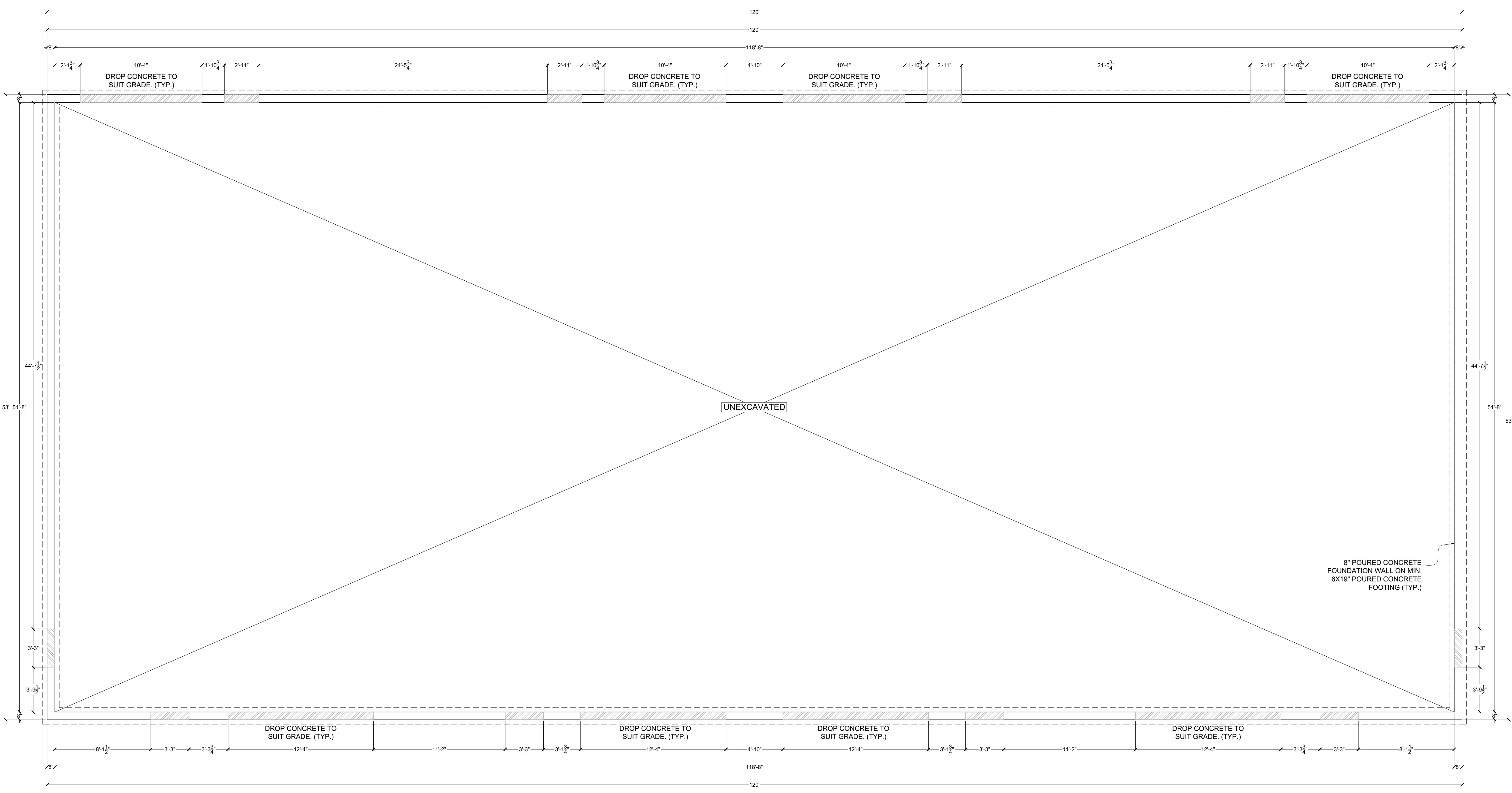


1 HOUR PARTY WALL DETAIL

Shop - Office
A2 1005 Heenam Court
Lucan, ON. 21-05

amcdesigngroup
architectural drafting & design
519 472 2702 amcdesign@execulink.com

DESIGN FIRM BCIN: 31435 (AMC Design Group)
DESIGNER BCIN: 25248 (Chad Fewster)
ALL CONSTRUCTION SHALL CONFORM
TO THE ONTARIO BUILDING CODE

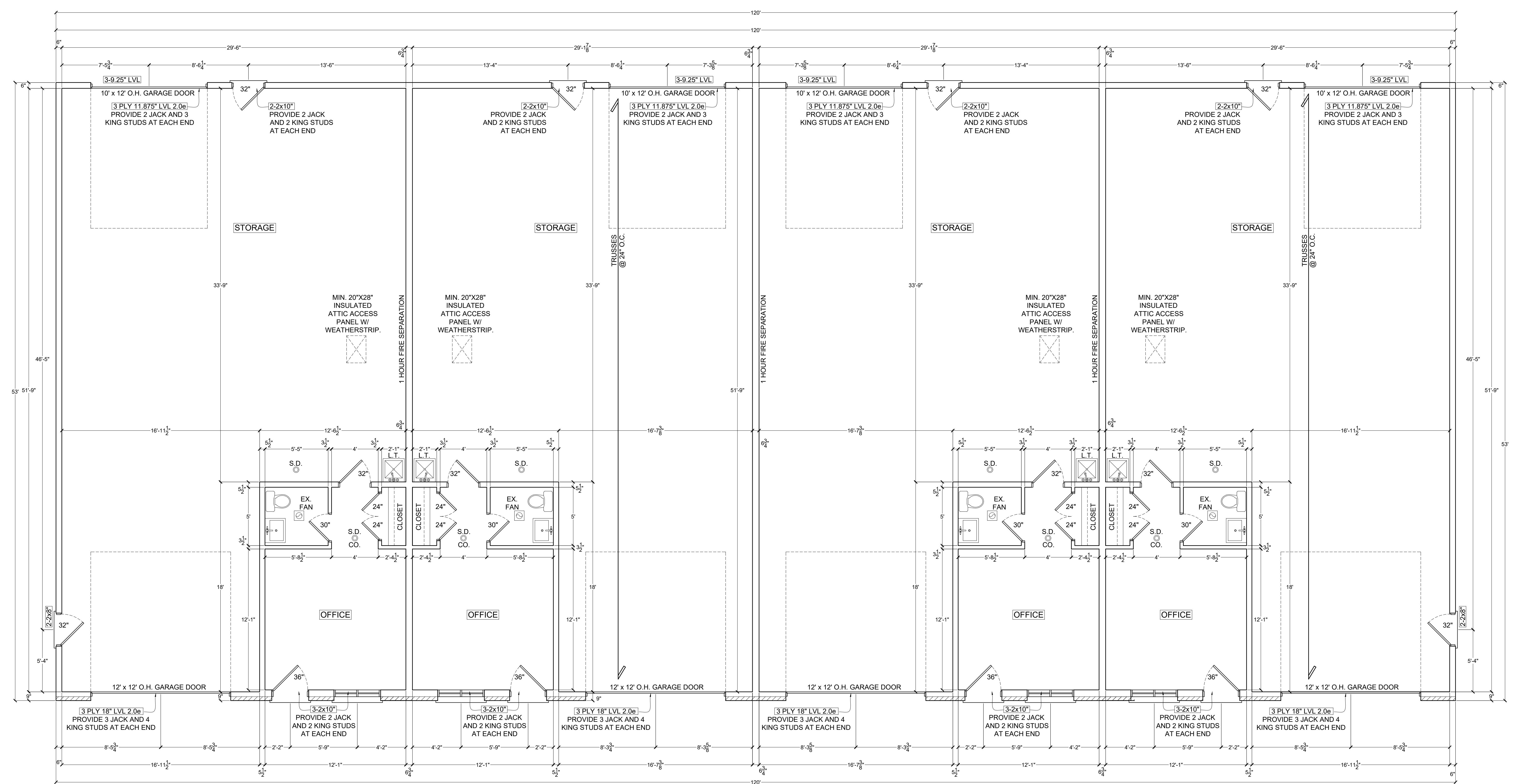


- ALL FLUSH BEAMS TO BE CONNECTED WITH STEEL HANGERS, TYPICAL.
- PROVIDE 6 MIL POLY UNDER ALL WOOD IN CONTACT WITH CONCRETE.
- ALL ENGINEERED LUMBER TO BE 2.0E WITH 2950lb OR BETTER.
- PAD FOOTINGS DESIGNED USING AN ALLOWABLE SOIL BEARING CAPACITY OF 2000 psf

FOUNDATION PLAN
1/4" = 1'-0"

A3	Shop - Office
	1005 Heenam Court Lucan, ON.

amcdesigngroup
architectural drafting & design
519 472 2702 amcdesign@execulink.com



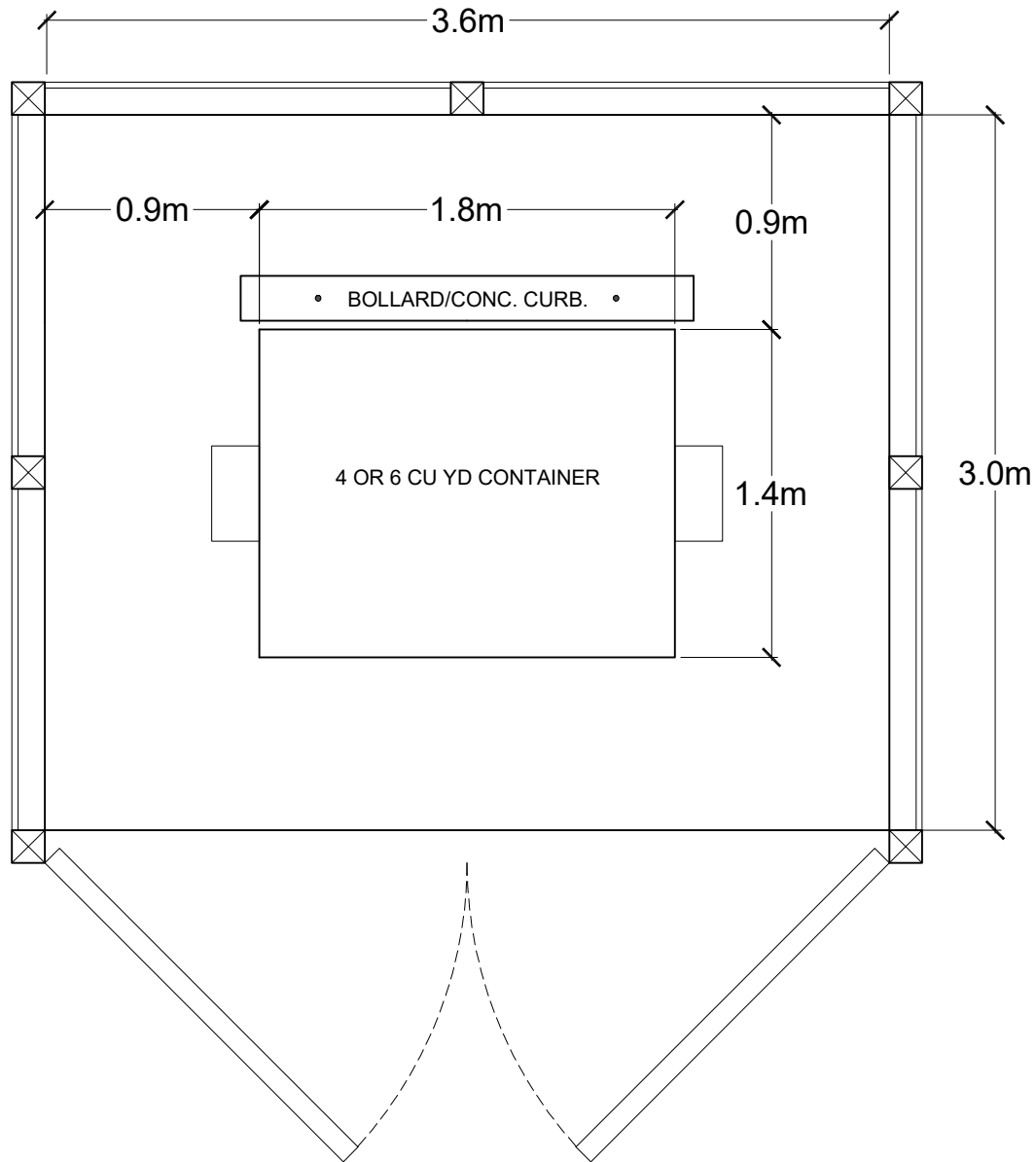
UNIT 'A' FLOOR PLAN
 OFFICE 245 Sq.Ft. STORAGE 1264 Sq.Ft.
 1/4" = 1'-0"

UNIT 'B' FLOOR PLAN
 OFFICE 245 Sq.Ft. STORAGE 1255 Sq.Ft.
 1/4" = 1'-0"

UNIT 'C' FLOOR PLAN
 OFFICE 245 Sq.Ft. STORAGE 1255 Sq.Ft.
 1/4" = 1'-0"

UNIT 'D' FLOOR PLAN
 OFFICE 245 Sq.Ft. STORAGE 1264 Sq.Ft.
 1/4" = 1'-0"

**STANDARD ENCLOSURE & CONCRETE SLAB
FOR 4 OR 6 YD³ WASTE CONTAINER**



1. CLEARANCE DISTANCES SHOWN ARE MIN.
2. DIMENSIONS TO BE MEASURED FROM THE EDGE OF CONC. PAD.
3. SCREENING TO BE 2.2m HIGH
4. EACH GATE FOR WASTE CONTAINER TO BE 1.8m WIDE
5. GATES TO BE SECURELY MOUNTED ON STEEL BOLLARDS OR AN APPROVED EQUAL AND TO BE EQUIPPED WITH WHEELS, STOPPERS AND LATCH.
6. THE GATES ARE TO BE A SOLID SCREENED TYPE OF MATERIAL
7. 150MM DEEP CONC. SLAB TO BE LEVEL AND FLUSH WITH THE APPROACH PAVEMENT.
8. BOLLARDS OR CONCRETE CURB IS TO BE SECURED TO THE CONCRETE SLAB
9. PEDESTRIAN ACCESS ON REAR OR SIDE WALLS MAY BE AN OPENING OR GATE.

Shop - Office

1005 Heenam Court
Lucan, ON.

21-05



MEETING DATE: April 20, 2021

TO: Mayor and Members of Council

FROM: Jeff Little, Public Works Manager;
Julie Overholt, Public Works Assistant

REPORT NO.: HS-01-2021

SUBJECT: Health and Safety Policy and Procedure – Review and Update

RECOMMENDATION:

THAT Council receive Report No. HS-01-2021 for information.

PURPOSE:

The purpose of this report is to provide an update for Council on the Health and Safety Excellence program.

BACKGROUND:

The Township is participating in the WSIB Health and Safety Excellence program with the goal of reviewing and updating 5 health and safety topics within the Township's current Health and Safety program. As part of this program, staff will create an action plan, implement and submit evidence to WSIB for each topic. The order of topics covered in the first year are:

1. Health and Safety Roles and Responsibilities
2. Leadership and Commitment
3. Recognition of Hazards
4. Risk Assessment
5. Injury, Illness and Incident Reporting

Julie has been attending regular meetings with other municipalities via ZOOM. Currently, the group of municipalities involved is in the process of navigating through the new process requirements of completing and submitting the first 2 topics. The order of topics covered was proposed and agreed upon as a group.

DISCUSSION:

A Health and Safety Policy Statement, Roles and Responsibilities Policy and Leadership and Commitment Policy have been drafted and a meeting will be arranged with Department Managers and the CAO to review and provide input. After this input, the policies will be presented to Council for comment and approval.

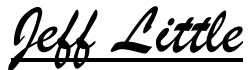
To continue in the WSIB program, the municipality working group will start the next topic.

IMPACT TO BUDGET:

The WSIB program fees are rebated based on the topics completed. There will be no impact to the budget upon completion of the five topics.

STRATEGIC PLAN:

This matter aligns with following strategic priorities: Service Enhancement. Goal #3 Premier Employer. Action # 4 Actively instill a positive environment and culture at the Township and pride in the community.



Jeff Little
Public Works Manager

Re: PUBLIC urbanism

6779 rue Drolet
Montréal, QC H2S 2T1
republicurbanism.com

To: Cathy Burghardt-Jesson, Mayor, and
Members of Council, Township of Lucan Biddulph

From: Paul Hicks, Principal | Urban Planner, Re: public Urbanism

Date: April 20, 2021

Re: Adoption of the Lucan Biddulph Community Improvement Plan

Recommendation

It is respectfully recommended that Lucan Biddulph Council **adopt** the attached Lucan Biddulph Community Improvement Plan under By-law No. 27-2021, as well as the associated OPA No. 9 and By-law No. 28-2021.

Background

In September 2020, the Township of Lucan Biddulph retained Re: public Urbanism to complete a Township-wide Community Improvement Plan (CIP). The project commenced with a background review and public consultation process through the early Fall and Winter of 2020. The development of the CIP itself took place in early 2021 before the draft plan was presented to the Township for review and comment - further revision and refinement to the Plan was undertaken prior to opening the document to the public for review/comment. As this document is a statutory plan under the *Planning Act*, the necessary statutory approvals process was undertaken in late March/early April 2021. Considering the above, the following have been prepared for Council's consideration:

- The finalized Township of Lucan Biddulph Community Improvement Plan;
- By-law No. 27-2021, being a by-law to designate a Community Improvement Project Area in the Township of Lucan Biddulph and adopt the Township of Lucan Biddulph Community Improvement Plan;
- Official Plan Amendment (OPA) No. 9 to the Official Plan of the Township of Lucan Biddulph, proposing minor textual changes to the Township's Official Plan; and
- By-law No. 28-2021, being a by-law to adopt OPA No. 9.

By-law No. 27-2021 will designate the entire Township of Lucan Biddulph as a Community Improvement Project Area and bring the Lucan Biddulph Community Improvement Plan into effect. By-law No. 28-2021 will adopt Official Plan Amendment No. 9, which proposes minor textual changes to the community improvement policies in the Township's Official Plan and authorize the Township Clerk to apply for approval of the OPA to Middlesex County (the approval authority for Official Plan Amendments).

Analysis

The proposed CIP, as well as the associated OPA and by-laws were prepared with a considerable amount of stakeholder and public consultation throughout the life of the project (including consultation with the Province of Ontario, County of Middlesex, and Township Council). Additionally, key members of municipal staff were also engaged the creation and review of the documents, whose input was vital in the creation of the plan. At this time, staff members have completed their final reviews of the documents and have advised they are satisfied they are able to be adopted. Further all statutory obligations under the Planning Act have been met in the preparation of the documents (with respective notices of passing to come upon adoption).

Conclusion

Based on the above our office is recommending that Council approve the CIP, OPA, and associated by-laws as it is my professional opinion that the subject plan, OPA, and associated by-laws:

- Satisfy the requirements of the Planning Act, and are consistent with the Provincial Policy Statement;
- Conform to the County of Middlesex Official Plan;
- Meet the intent and support the objectives of the Township of Lucan Biddulph Official Plan;
- Constitute good planning; and
- Are in the public interest.

A handwritten signature in cursive script that reads "Paul Hicks".

Paul Hicks, MCIP, RPP
Re: public Urbanism



GROWING OPPORTUNITY

LUCAN BIDDULPH COMMUNITY IMPROVEMENT PLAN





GROWING
OPPORTUNITY
LUCAN BIDDULPH COMMUNITY IMPROVEMENT PLAN

Growing Opportunity
Lucan Biddulph Community Improvement Plan

Prepared for: Township of Lucan Biddulph
Prepared by: Re: public Urbanism

April 2021

The information contained in this document produced by Re: public Urbanism is solely for the use of the Client identified above for the purpose for which it has been prepared. Re: public Urbanism undertakes no duty to or accepts any responsibility to any third party who may rely upon this document.

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EXECUTIVE SUMMARY

A Community Improvement Plan (CIP) is a powerful tool authorized by Section 28 of the *Planning Act* to facilitate the (re)development, rehabilitation, and/or revitalization of certain areas of the municipality – known as Community Improvement Project Areas or “CIPAs”. This is accomplished by supporting works or projects that will benefit the public, strengthen the local economy, and/or generally result in the physical improvement of the community. Most often, this support comes in the form of financial incentives for property owners to undertake eligible improvement projects to their buildings or lands. Without a CIP, municipalities are otherwise unable to offer financial assistance to the private sector in any way under the *Municipal Act*. Further context for the purpose of this Plan and the associated legislation/policy related to it can be found through Sections 1.0 and 2.0.

The Lucan Biddulph Community Improvement Plan (CIP), or “Growing Opportunity”, is the culmination of a collaborative effort from Council, staff, and members of the community over Fall 2020/Winter 2021. This Plan will play an important role over the next 10 years as the Township continues to grow, acting as a diverse toolbox supporting economic development, community revitalization, and enhancing the public realm. Expanding on the scope of a traditional CIP – which would generally focus on improving a specific main street, downtown, or other core area – Growing Opportunity has been developed with Township-wide improvement goals, financial incentives, and municipal leadership initiatives. It is through these tools that Growing Opportunity will help the Township of Lucan Biddulph continue to foster a great environment for families, businesses, and the community to grow.

The foundation of this Plan rests on the 5 guiding principles for community improvement in the Township, which include:

- ***Balancing population growth with economic growth***
- ***Community accessibility & mobility***
- ***Community recreation & public space***
- ***Supporting culture, heritage, & community identity***
- ***Main street beautification & revitalization***

These guiding principles and their respective goals should be at the forefront of all decisions respecting community improvement in the Township, as they are built on the priorities identified by members of the public and community leaders in the early stages of developing this Plan. Further information on the background work and stakeholder engagement undertaken for the Plan, as well as the guiding principles and goals it informed can be found in Sections 3.0 and 4.0, respectively.

Private investment in the community will be encouraged and supported through the range of diverse financial incentive streams outlined in Section 5.0. Each of these streams have been tailored to specific types of projects, ranging from site/building beautification, to rural economic development, to accessibility improvements; wherein potential recipients would be required to apply and obtain approval for funding under the appropriate program. Council will determine which of these programs to offer to the community from year to year, based on budget and available resources.

As a complement to the financial incentives, this Plan also encourages Township Council to lead by example through the consideration of the municipal leadership initiatives outlined in Section 6.0. These initiatives were largely informed by the community priorities identified in the development of the plan and seek to bolster private investment in the community with more publicly focused projects undertaken by the Township. Together, the catalogue of financial incentives and municipal leadership initiatives will be the main drivers for achieving the goals of the CIP.

The Township will administer the Plan’s financial incentives under the direction of Section 7.0, wherein organizational details, application processes, and decision-making roadmaps are outlined. Additionally, it will be important for the Township to market the Plan to the community as well as monitor its level of success from year to year. Section 8.0 provides further direction to the Township on these matters, including the required measures which may be necessary to adjust or amend the CIP, should the need arise in the future.



SECTION 1.0 INTRODUCTION

1.1 INTRODUCTION

This document constitutes the Township of Lucan Biddulph's first municipal-wide community improvement plan (CIP). The Township undertook the preparation of this CIP, with the goal of creating an incentive toolbox that can be used to support economic development and community improvement projects in both the urban settlement and rural areas alike.

The Township has developed and implemented a number of programs and policies in support of economic development; local businesses development; main street revitalization; and balanced community building over the years, however, this is the first CIP for the Township. With assistance from local stakeholders and residents, this Plan represents a collective vision for community improvement in Lucan Biddulph, by providing opportunities to incentivize economic development across a range of sectors; reinforce a culture of strong municipal leadership; create new/improve existing public spaces; and ensure a balance of continued growth.

1.2 PURPOSE & PLANNING HORIZON

The purpose of this plan is to facilitate improvements to public and private buildings and lands in strategic areas of Lucan Biddulph, building on past successes of the County-led Main Street Middlesex program and implementation of the Boulevard Planting Policy in Lucan to beautify main streets. Private investment in the community will be encouraged and supported through a range of diverse financial incentive streams outlined in Section 5.0. The municipal leadership initiatives outlined in Section 6.0 seek to provide inspiration for Council-led projects to complement private investment. Through the complementary administration of financial incentives and implementation of the municipal leadership strategy, the guiding principles and goals for community improvement outlined in Section 4.0 of this plan will be realized.

The intended implementation timeline or "planning horizon" for this CIP is 10 years. However, it is recommended that Council review the plan every 3 years (or as determined necessary) to address changes in community priorities; adjust financial incentives; amend any goals or municipal initiatives; and/or to ensure consistency with updates to applicable legislation throughout the lifespan of the plan. Notwithstanding this, minor annual reviews/changes may be carried out on an as-needed basis to

address technical changes or other minor items. Further information on changes/amendments to the plan is provided in Section 8.0.

1.3 WHAT IS A CIP?

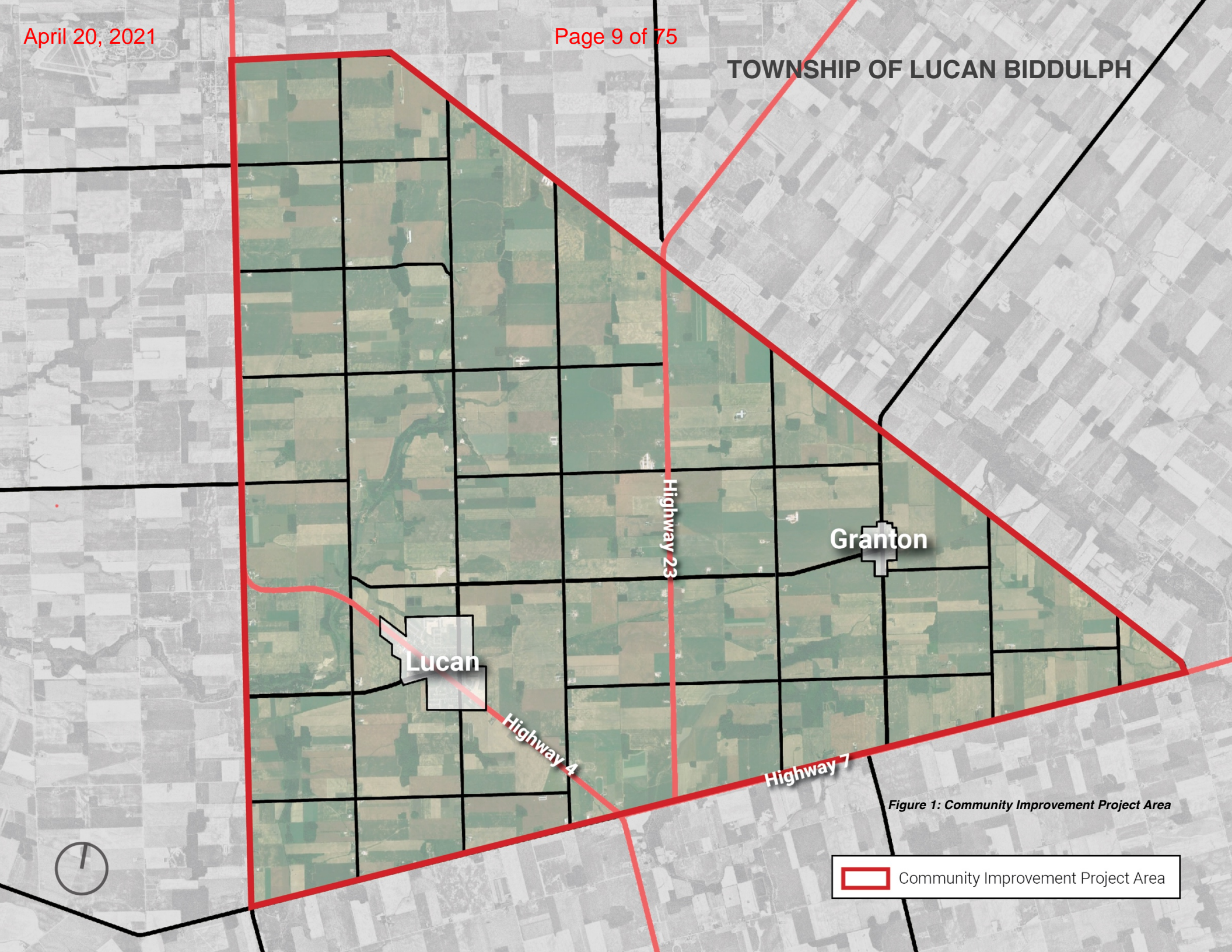
A CIP is a powerful tool authorized by Section 28 of the *Planning Act* to facilitate the (re)development, rehabilitation, and/or revitalization of designated areas in a municipality (known as Community Improvement Project Areas or CIPAs), supporting projects that will benefit the public realm and the general physical improvement of the area. Most CIPs provide a selection of financial incentive programs specially tailored to encourage property owners to undertake improvement projects that are aligned with the goals and vision of the plan. Without a CIP, municipalities are otherwise prohibited under the *Municipal Act* from offering financial assistance to the private sector in any way. More information on the legislative framework is provided in Section 2.0.

1.4 COMMUNITY IMPROVEMENT PROJECT AREA (CIPA)

Pursuant to the Planning Act, the Township must identify a Community Improvement Project Area (CIPA) to which the CIP will apply. Early in the stages of developing the plan, it was made clear that Council was seeking a tool to support both urban and rural community improvement initiatives in the Township – this was further echoed by community stakeholders, businesses, and staff. Accordingly, the entirety of the Township of Lucan Biddulph is designated a Community Improvement Project Area (CIPA) in an effort to balance financial support between the urban and rural areas. **Figure 1** (opposite) outlines the CIPA to which this Plan applies.

Notwithstanding the designation of the entire Township as a CIPA, not all financial incentive programs are available everywhere. Careful attention should be paid to the eligible areas to which each program applies. Further information is provided in Section 5.0, and specific mapping overlays are provided in **Appendix A** that delineate areas of program applicability.

TOWNSHIP OF LUCAN BIDDULPH



Lucan


Granton

Highway 23

Highway 4

Highway 7

Figure 1: Community Improvement Project Area

 Community Improvement Project Area



TOWNSHIP OF LUCAN BIDDULPH MUNICIPAL OFFICE

STAFF ENTRANCE

SECTION 2.0

LEGISLATIVE & POLICY CONTEXT

2.1 PROVINCIAL LEGISLATION

This section of the CIP identifies and summarizes the legislative and planning framework under which this document has been developed, to assist the reader in understanding the CIP's policy and regulatory context.

2.1.1 Municipal Act

Under Section 106 of the Municipal Act, a municipality cannot provide assistance to any manufacturing business or other industrial or commercial enterprise through the granting of "bonuses". Assistance in the form of a "bonus" includes:

- giving or loaning any municipal property or money;
- guaranteeing the borrowing, leasing or selling any municipal property below fair market value; and/or,
- giving partial or full exemption from any levy, charge, or fee (i.e. development charges, building permit fees).

Notwithstanding this, Section 106 (3) states that municipalities can provide assistance in the carrying out of a Community Improvement Plan (CIP) adopted under Section 28 of the Planning Act.

2.1.2 Planning Act

Section 28 of the Planning Act outlines the authority and means by which community improvement is to be undertaken by Ontario municipalities. This section states that where an official plan contains provisions respecting community improvement, a council may designate all or part of the area covered by the official plan as a Community Improvement Project Area or "CIPA". Council may then prepare and adopt a Community Improvement Plan (CIP) to help facilitate the improvement goals of the municipality.

Section 28 also outlines the actions that a municipality may undertake for the purposes of carrying out a CIP, which include:

- constructing, repairing, rehabilitating or improving buildings on land owned by the municipality;
- selling, leasing or disposing of any buildings or land owned by the municipality; and/or

- creating and issuing grants, loans, or other incentive programs to owners and tenants of buildings and lands within the CIPA, to assist with eligible improvements covered under the CIP.

When considering the development of incentives, the Act is considerably flexible in how municipalities structure and administer their programs; however, it does outline some general criteria for what constitutes an "eligible cost" for funding under a CIP, which municipalities must adhere to. These "eligible costs" generally include:

- environmental site assessment or remediation;
- development/redevelopment;
- construction and reconstruction of lands and buildings for rehabilitation purposes; and,
- provision of energy efficient uses, building, structures, works, improvements, or facilities.

2.1.3 Ontario Heritage Act

Under Section 39 of the Ontario Heritage Act, a municipal council may pass by-laws providing for grants and/or loans to the owner of a heritage property designated under Part IV of the Act for the purpose of paying for all or part of the costs associated with altering the property. CIPs commonly contain goals and incentive programming related to the preservation or enhancement of heritage buildings and properties within the community, designated or not.

2.1.4 Development Charges Act

Under Section 5 of the Development Charges Act, in developing the rules for a development charge by-law, a municipal council may opt to include provisions for full or partial exemptions for certain types of development and/or for the phasing-in of development charges.

2.2 PROVINCIAL POLICY STATEMENT

The Provincial Policy Statement (PPS) is the province's statement on land use policy, providing direction to municipalities and other planning authorities. The PPS is issued under Section 3 of the Planning Act, which states that decisions affecting planning matter must be consistent with the

PPS. Further to this, the PPS contains a number of policy directions related to community improvement planning, including but not limited to:

- **Section 1.1.3**, which states that planning authorities shall identify appropriate locations and promote opportunities for intensification and redevelopment where it can be accommodated, taking into account matters such as existing building stock, public facilities/infrastructure, and brownfield sites.
- **Section 1.3.1**, which encourages planning authorities to promote economic development and competitiveness by encouraging compact, mixed-use development that incorporates compatible employment uses to support liveable and resilient communities.
- **Section 1.5.1**, which states that healthy, active communities should be promoted by planning public streets, spaces, and facilities to be safe, meet the needs of pedestrians, foster social interaction, and facilitate community connectivity.
- **Section 1.7.1**, which states that long-term economic prosperity should be supported by promoting opportunities for economic development and community investment-readiness, maintaining and enhancing the vitality and viability of downtowns and main streets, encouraging a sense of place development, and promoting the redevelopment of brownfield sites.

2.3 MIDDLESEX COUNTY OFFICIAL PLAN (2006)

Section 2.3.4 of the County OP establishes economic development as an important component of growth management in the County and the importance of protecting the agricultural base while supporting new diverse economic development opportunities. To this end, the County is committed to actions such as encouraging local municipalities to promote a high standard of urban design to create healthy communities which attract investment. Section 2.3.5 of the OP outlines the general policies related to growth management throughout the County. Under this section, local municipalities are directed to prepare detailed policies to guide the redevelopment of areas in transition or land that is underutilized. Further to this, Section 3.2.3 encourages local municipalities to include general development policies in their local official plans dealing with a range of issues, including community improvement matters. Section 4.6 of the County OP states that local municipal councils shall ensure that the public

is adequately notified and consulted with during the course of preparing and considering planning policies, studies, and strategies associated with community improvement plans. The creation and implementation of a CIP is an action encouraged under the Middlesex County Official Plan.

2.4 MIDDLESEX COUNTY ECONOMIC DEVELOPMENT STRATEGIC PLAN (2014-2019) & 2021 UPDATE

The County's economic development strategy establishes three interrelated vision statements focused on: the County leveraging its strategic location in the attraction of new business and skilled workers while retaining its community image; leveraging attractive lifestyle choice, economic vitality, and natural environment of the County; and, fostering diversification efforts to enhance the regional economy. Further to this, there are three main goals established under the strategy to help achieve the overall vision pertaining to creating a supportive environment for business and investment, an active and targeted approach to business growth and attraction, and a commitment to community sustainability and growth. One of the key recommended actions arising out of the strategy is the exploration of opportunities to offer community improvement-like initiatives geared towards the agricultural sector and its diversification.

2.5 LUCAN BIDDULPH OFFICIAL PLAN (2015 CONSOLIDATION)

Section 6.0 of the Official Plan outlines the policies respecting community improvement planning, project area selection and prioritisation, as well as implementation. This includes policies respecting the designation of a CIPA and criteria for doing so, process with which a CIP may be developed, and involvement of the Community in the development of the CIP. Section 6.3 outlines the selection criteria around the identification and designation of a Community Improvement Project Area (CIPA), which are aligned with the requirements of the Planning Act and allows for the designation of the entire Township as a CIPA. Section 6.5 of the OP specifically outlines the methods that the Township may utilize a number of methods for undertaking/implementing community improvement projects.

Further to the above, Section 2.0 the OP generally outlines the goals, objectives, and land use policies for the settlement areas of Lucan and

Granton, whereas Section 3.0 outlines the same for the Rural Area. Generally speaking, these goals direct the majority of future growth and intensification to Lucan, while outlining the Township's commitments to ensuring the continued protection and viability of the rural and agricultural areas. The following goals were identified in the OP for each of these areas as they relate to community improvement:

- *encourage and direct the majority of population growth and residential development in the Municipality to the Village of Lucan;*
- *encourage the development and maintenance of a strong, viable downtown core as the primary commercial centre of the Municipality with its own unique sense of identity and character in the Village of Lucan;*
- *encourage the revitalization of a viable commercial core as the centre of the Village of Granton, providing basic goods and services and with its own sense of character and identity;*
- *improve the physical appearance and amenities of the Village of Granton and to foster a strong sense of community.*
- *enable those engaged in agriculture, the freedom and flexibility to operate their farms effectively and efficiently without undue interference from the intrusion of non-agricultural conflicting uses in the Rural Area;*
- *recognize the legitimate requirements and needs of certain farm related uses to establish in the rural area.*

2.6 LUCAN BIDDULPH ZONING BY-LAW (2018 CONSOLIDATION)

The Lucan Biddulph Zoning By-law regulates the development and use of lands within the Township and contains a range of different land use zones and provisions. As the primary regulatory tool for land use, this document will play an important role in the implementation of a Community Improvement Plan and related projects.

2.7 DEVELOPMENT CHARGES BY-LAW NO. 22-2015

The Township applies Development Charges throughout the entire Township. These are generally required where the development of land will increase the need for services and/or as part of applications under the Planning Act, and generally limited to the urban areas of Lucan and Granton. Development in the remainder of the township is typically charged in support of roadwork/maintenance and general community services.

2.8 LUCAN BIDDULPH SIGN BY-LAW NO. 16-2013

The Sign By-law regulates signs within the Township, including the type, location, and prescribes certain design standards that new signage must adhere to. Similar to the Zoning By-law, albeit on a smaller scale, this By-law will be important to reference for compliance as part of CIP application evaluation and implementation of the CIP.

2.9 PARKS & RECREATION MASTER PLAN (2015)

The Parks and Recreation Master Plan is a strategic policy document intended to guide the planning and development of parks and recreation facilities and services within the Township. Parks and recreation planning is an important consideration in community improvement, and three of the seven guiding principles in this document have been identified as being relevant to consider through the lens of community improvement planning:

- **Individual and Community Wellbeing:** *Encourage healthy and active lifestyles amongst residents of all ages (particularly youth and seniors) and strengthen community cohesion through parks and recreation services.*
- **Accessibility & Equity:** *Enhance participation and accessibility by encouraging a range of affordable and locally-responsive recreation opportunities, ideally close to where people live.*
- **Resilient & Responsive Infrastructure:** *Maintain a safe, accessible, and appropriate supply of parks, trails, and recreation facilities in order to meet the demonstrated needs of both long-time and new residents.*

2.10 LUCAN BIDDULPH BOULEVARD PLANTING POLICY

The Lucan Biddulph Boulevard Planting Policy allows for boulevard gardens or plantings within road right-of-ways, subject to design guidelines and standards prescribed in the policy. This policy is largely geared to allowing for temporary implementation/plantings that do not permanently affect infrastructure and can be reinstated (permanent fixtures are not generally permitted). While this CIP supports more permanent improvements to streetscapes and other areas of the public realm, coordination with this policy (and update if necessary) will be important in ensuring a coordinated and complementary approach to ongoing streetscaping and beautification.

- ① Hodgins Trail
- ② Van Arenthal's Trail
- ③ Former Highway 4 ROW
- ④ Marten's Trail
- ⑤ St. Patrick Catholic School
- ⑥ Former Donnelly Homestead

Roads

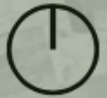
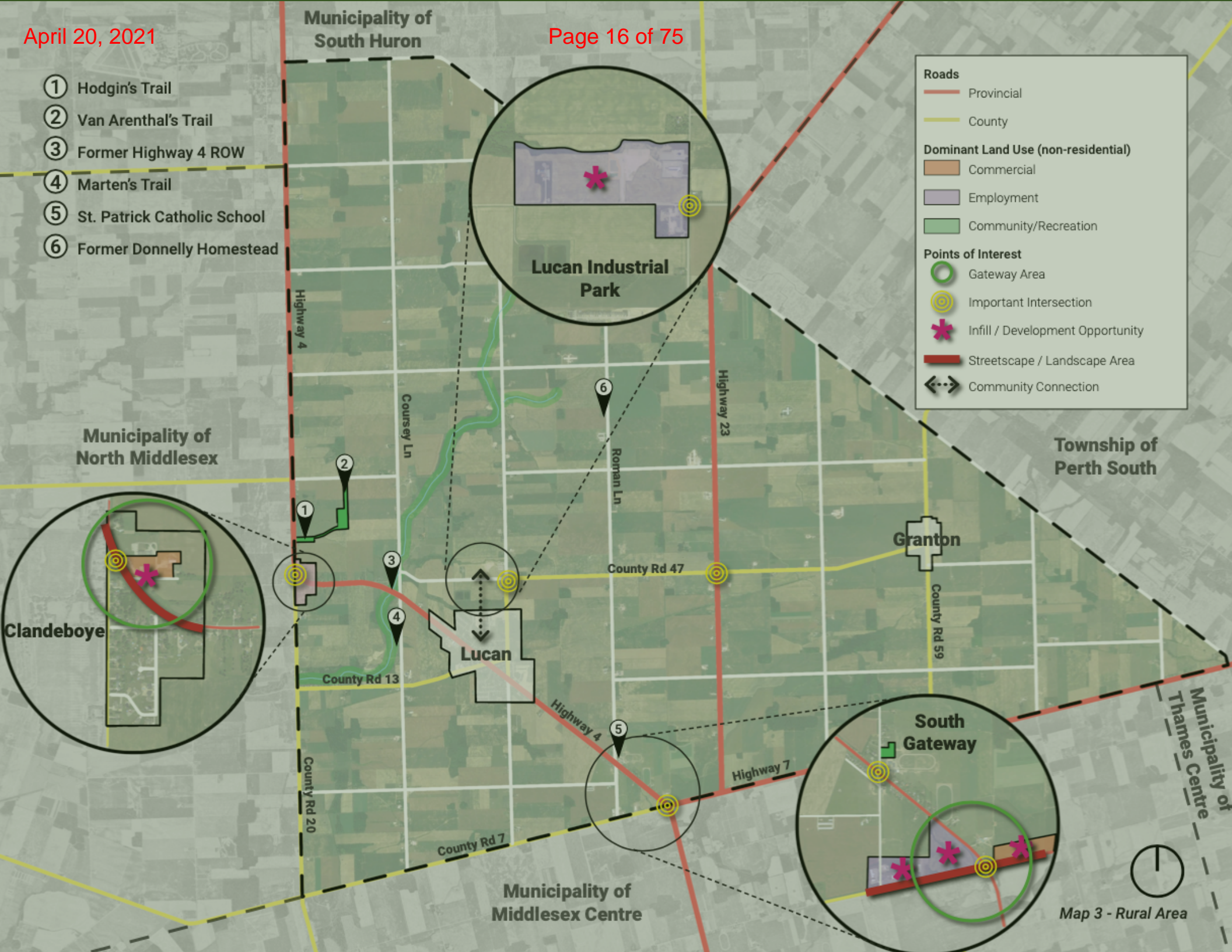
- Provincial
- County

Dominant Land Use (non-residential)

- Commercial
- Employment
- Community/Recreation

Points of Interest

- Gateway Area
- ⊙ Important Intersection
- ✳ Infill / Development Opportunity
- ▬ Streetscape / Landscape Area
- ↔ Community Connection



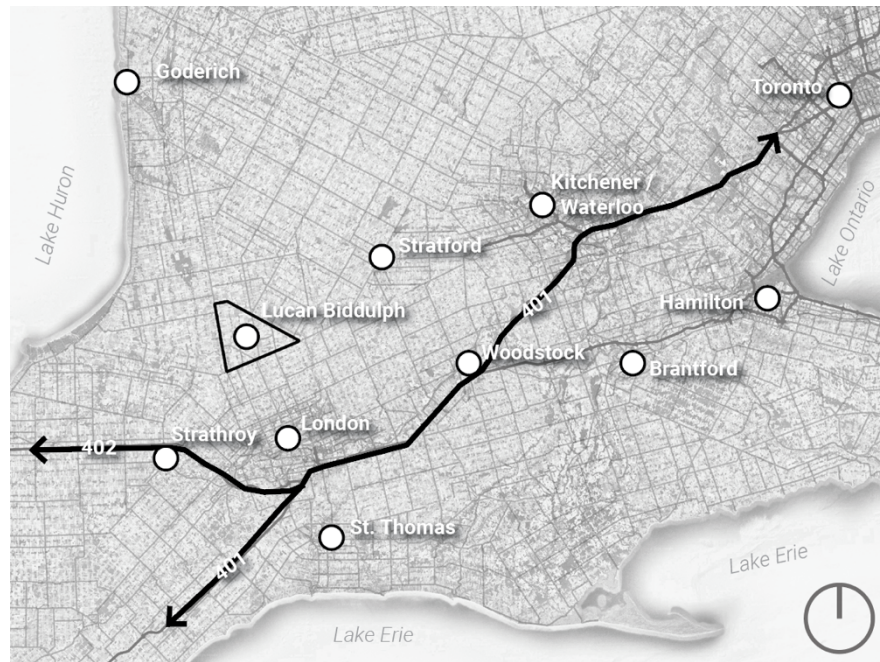
Map 3 - Rural Area

SECTION 3.0

THE CASE FOR COMMUNITY IMPROVEMENT

3.1 MUNICIPAL CONTEXT

Located approximately 25 km north of the City of London and 195 km southwest of the City of Toronto, the Township of Lucan Biddulph is well-situated in the heart of southwestern Ontario. Originally established in 1999 following the amalgamation of the Village of Lucan and Biddulph Township, the Township constitutes one of eight local municipalities in Middlesex County and boasts a population of over 4,700 residents as of 2016. The Township is centred around the Village of Lucan and built on a unique and rich heritage, including the former Underground Railway community of Wilberforce; the infamous Donnelly Family; and strong agricultural base. Over the last few years, the Township has seen a considerable increase in residential growth, which has largely been focused around the Village of Lucan.



3.2 BACKGROUND REPORT & STUDY AREAS

The entirety of Lucan Biddulph was explored and analysed as part of the Background Report prepared for the Plan, which was integral in establishing the scope and vision for the development of the CIP. As part of this process, the Township was broken down into three distinct Study Areas of Lucan, Granton, and the Rural Area. Assessments were carried out for each of these study areas to assist in determining baseline conditions, as well as the community improvement opportunities and challenges that exist on the ground in the community. These assessments were generally focused on investigating; Land Use & Built Forms; Streetscape & Mobility; Public/Open Space and Recreation; and Culture & Heritage. Further information on these assessments can be found in the Background Report prepared for this Plan.

- **Lucan** - Lucan is the largest of the Township's two settlement areas and has seen the majority of historical growth and economic development/activity. The Village population is estimated at over 2,100 persons and is likely to be the focus of the majority of future development in the Township. The Village has a well-defined commercial core along Richmond Street (Highway 4), comprised of a mix of new construction and mid 19th century built heritage.
- **Granton** - Granton is the second settlement area in the Township with an estimated population of over 300. Despite the commercially designated lands in the core of the community along Granton Line (County Road 59), much of the lands and buildings are dominated by residential uses. Generally speaking, the Village contains a predominant residential land use base throughout, with a pocket of employment lands in the southeast, largely occupied by a singular agricultural industry user.
- **Rural Area** - The majority of the rural area is made up of a strong agricultural user base, with some mixed rural residential, commercial, and industrial uses throughout, including the Hamlet of Clandeboye and clusters of rural/highway commercial development south of Lucan around the Highway 7/Highway 4 interchange.

3.3 PUBLIC ENGAGEMENT

No one understands community needs better than the people who live and do business there – accordingly, beyond the statutory requirements for public engagement under the *Planning Act*, a consultation strategy was developed for the project to ensure that the needs and priorities of the community were reflected early in the development of the Plan. This strategy centred around two stakeholder workshops and a community survey. The first stakeholder workshop and community online survey were designed to coincide with the development of the background report, each intended to help review challenges and priorities related to community improvement in Lucan Biddulph. Following the completion of the Background Report, a second workshop was held to review its findings, as well as further scope the types of incentives and municipal initiatives that would be included in this Plan.

Upon developing a draft document, the Plan was circulated to the Ministry of Municipal Affairs and Housing (MMAH) for review and comment, in accordance with the requirements of the *Planning Act*. The draft document was also presented to the general public at a virtual open house on March 30, 2021, wherein attendees were invited to discuss the plan with members of the project team, staff, Council, and the community. The final consultation event for the project consisted of a statutory public meeting, held virtually by the Township of Lucan Biddulph on April 6, 2021. It should be noted that all consultation events were held virtually in lieu of in-person events, in order to respect public health regulations and safety during the ongoing COVID-19 pandemic in 2020/2021. These final events allowed the project team to not only obtain feedback from the community, but also ensure any issues were addressed prior to Council adoption.

Throughout the development of the Plan, the Township and project team engaged with over 330 local stakeholders, including members of Township Staff, Council, local agencies, the business & development community, as well as the general public.

3.4 COMMUNITY PRIORITIES

The following priorities were identified by the community as needing to be addressed in the CIP:

- Planning for growth properly
- Downtown parkette or meeting area & developing a community gathering space
- Commercial land development incentives
- Continue with main street revitalization
- Community & recreational opportunities
- Walking/bike paths & mobility
- Filling up vacant spaces
- Affordable housing
- Maintaining historical facades/buildings
- Focus of agri-tourism / rural economic development
- Improving accessibility/barrier-free mobility
- Supporting existing businesses with building/property improvements
- Tax/financial incentives for businesses
- Streetscape & facade improvements
- Evaluate solutions to conflicts between vehicles/non-vehicles along major corridors (i.e. Saintsbury Line & Highway 4)
- Creation of more public civic/green spaces in the community cores
- Improve recreational facilities and amenities
- Preservation of built & social heritage through effective guidelines

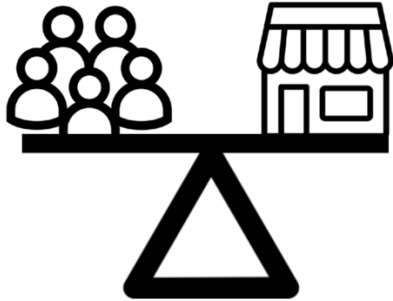


SECTION 4.0

GUIDING PRINCIPLES & GOALS

4.1 GUIDING PRINCIPLES & GOALS

The following 5 Guiding Principles were identified in consultation with the community to ensure the Plan effectively addresses the priorities outlined in Section 3.0. Each of the following Guiding Principles contain more specific goals that will assist in the review of applications for funding, provide measures of success in the annual evaluation of the plan, and help with overall plan implementation.



4.1.1 BALANCING POPULATION GROWTH WITH ECONOMIC GROWTH

As Lucan Biddulph continues to experience increasing residential growth, it will be important to consider taking steps to ensure this new growth is balanced with local services, commerce, and employment. This will ensure that Lucan Biddulph remains a “full-service” community, and can grow sustainably, without risking transformation to a bedroom community.

Goal: Increase opportunities for more commercial activity and job creation in the community/settlement areas

Goal: Support economic development and commercial initiatives in the rural area to help diversify the rural economy

Goal: Encourage the creation of new affordable rental housing units to improve housing affordability and choice

4.1.2 COMMUNITY ACCESSIBILITY & MOBILITY

While older built heritage can be an excellent foundation for community character and identity, many older forms of development do not meet the minimum requirements for accessibility. The Downtown core of Lucan in particular is characterised by the wide Highway 4 right-of-way, narrow sidewalks, and relatively low connectivity for non-vehicular users, which reduces the overall accessibility and connectivity in the community. This Plan seeks to support projects/initiatives which address mobility for everyone in the community!

Goal: Reduce the number of buildings and sites in the community that are not fully barrier-free and accessible to everyone (both public and private)

Goal: Improve pedestrian / non-motorist experience, safety, and mobility, particularly along main roads and corridors





4.1.3 COMMUNITY RECREATION & PUBLIC SPACE

The Lucan Arena is a community mainstay and landmark for multi-recreational uses; however, there are few smaller, more intimate public spaces in the core of the community. An increase in these types of spaces in the core of the community will encourage people to gather, stay, and enjoy what main street has to offer. Additionally, there are a handful of natural areas and wider spaces outside of the Township’s settlement areas that may present excellent opportunities to expand the community’s recreation network into the rural area.

Goal: Increase the number and diversity of public gathering, recreation, and/or civic spaces in the community

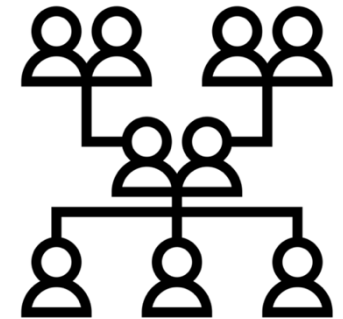
Goal: Improve existing rural recreational community spaces, including their connections to one another as well as throughout the community

4.1.4 SUPPORTING CULTURE, HERITAGE, & COMMUNITY IDENTITY

There is a rich foundation of built and social heritage in the community, and it will be important for the Township to preserve this heritage as it grows. Organizations such as the Lucan Museum, landmarks like the Granton War Memorial or Donnelly Homestead, and early-construction brick buildings should continue to be preserved. Careful consideration should be given to guidelines or prescriptive policies to ensure the community does not lose this identity.

Goal: Promote conservation and enhancement of heritage buildings, spaces, and/or features in the community (both designated and undesignated)

Goal: Encourage high quality development/redevelopment which embody the identity of Lucan Biddulph



4.1.5 MAIN STREET BEAUTIFICATION & REVITALIZATION

There are many examples of high-quality built forms, well-kept facades, and other visually aesthetic streetscaping elements like planters and street furniture, there are also some sites/buildings that would benefit from traditional main street revitalization improvements (i.e. landscaping, facade improvements, signage treatments, etc.). In addition to the visual appearance of the main corridors, there are also significant opportunities to improve the function of public spaces along the roadways.

Goal: Support visually appealing development/redevelopment of buildings and sites along main corridors

Goal: Reduce the number of vacant or underutilized buildings and sites in the community core



SECTION 5.0 FINANCIAL INCENTIVE PROGRAMS

One or more of the following programs may be activated and offered by Township Council from time to time, in their sole discretion. This will depend on a range of factors including but not limited to budget, community priorities, and/or availability of other resources needed to administer the program(s).

5.1 BEAUTIFICATION PROGRAM



5.1.1 PURPOSE

The Beautification Program is intended to assist and encourage property owners to undertake visual improvements to their buildings and/or sites to improve the overall character of core areas in the community. Funding through this program will be geared toward balancing a mix of historical and new construction/architectural styles in order to maintain a balanced community identity.

5.1.2 ELIGIBLE AREAS

The Beautification Program shall be limited to those buildings/properties located within the following Eligible Areas, as shown in Appendix A:

- Lucan Settlement Area
 - Lucan Main Street (Highway 4) Corridor
 - William Street (County Road 13) Corridor
- Granton Settlement Area
 - Granton Line (County Road 59) Corridor

Notwithstanding the above, the Township of Lucan Biddulph may, in their sole discretion, approve grants and funding for Eligible Projects outside of the Eligible Areas listed above in extenuating circumstances.

5.1.3 AVAILABLE GRANTS & FUNDING

Applicants may apply for funding under one or a combination of the following grants:

1. **Construction Costs Matching Grant**
Grant equal to 50% of the **Construction Costs** associated with the Eligible Project, up to a maximum of \$5,000.
2. **Professional Fees Matching Grant**
Grant equal to 50% of the **Professional Fees** associated with the Eligible Project, up to a maximum of \$1,500.

5.1.4 ELIGIBLE PROJECTS

The following non-exhaustive list is intended to provide guidance on the types of projects eligible for funding under the Beautification Program:

- Façade Improvements, such as, but not limited to:
 - painting (including wall murals/art)
 - restoring façade masonry and brickwork
 - restoring architectural features
 - replacing or repairing windows
 - improvement of the appearance of entrances
 - re-design of storefronts
 - installation or repair of canopies and awnings
 - install or repair exterior lighting fixtures
 - any other façade improvements which may be approved by the Township
- Installation, expansion, or renovation of a permitted streetside patio/terrace directly associated with a business;
- New/Improved Signage;
- Landscaping Works, such as but not limited to:
 - Permanent planting beds/greenspaces (in-ground)
 - Semi-permanent/permanent planters/fixtures
- Permanent Artwork (murals, plaques, instalments)

Notwithstanding the above, the determination of an Eligible Project shall be at the sole discretion of the Township of Lucan Biddulph.

5.1.5 PROGRAM-SPECIFIC ELIGIBILITY CRITERIA

The following eligibility criteria is specific to the Beautification Program, and shall apply in addition to the General Eligibility Criteria outlined in Section 5.8:

- The Beautification Program is only available to non-residential buildings/properties, including mixed-use buildings/properties, located within the eligible areas identified in subsection 5.1.3;
- Buildings/properties containing a sole residential use are not eligible for funding;
- Notwithstanding the above, select community/recreational properties may be considered for funding if they are located within a settlement area and are aligned with the guiding principles/goals of the CIP;
- Projects must be directly related to facades and/or site areas which front onto, or are highly visible from, a public right-of-way or other lands legally and reasonably accessible to the general public (i.e. parks, parking lots, laneways, etc.);
- Roof improvements are not eligible for funding under the CIP;
- This program is not intended to facilitate end-of-life cycle replacements for building or other materials such as vinyl siding, lightbulb replacement, etc.;
- The Eligible Project must be directly associated with a building, property, or use that is open and accessible to the general public, or which provides local employment;
- Projects involving landscaping works should be consistent with the Township's Boulevard planting policy, to the satisfaction of the Township

Eligible Project compliance/noncompliance with any or all applicable eligibility criteria shall be determined by the Township of Lucan Biddulph in their sole discretion.

5.1.6 ELIGIBLE PROGRAM COMBINATIONS

The grants & funding under this program may be combined with grants and funding from the following programs:

- **5.3 Conversion, Expansion, & Redevelopment Program**
- **5.7 Accessibility Program**

5.2 RURAL OPPORTUNITY PROGRAM



5.2.1 PURPOSE

The Rural Opportunity Program is intended to provide financial assistance to existing and prospective agricultural/rural business owners for projects that contribute to a diversification of the rural economy. This program is largely focused on providing financial assistance to help facilitate the establishment, expansion, or improvement of; on-farm diversified businesses; value added agricultural uses, rural-commercial uses, agri-tourism, and/or other recreation-focused commercial uses that are appropriate for a rural setting. This program is also designed to ensure that Eligible Projects are consistent with the scope of permitted uses in the Provincial Policy Statement, Middlesex County Official Plan, and Lucan Biddulph Official Plan appropriate in a rural setting

5.2.2 ELIGIBLE AREAS

The Rural Opportunity Program shall be limited to those buildings/properties located outside of settlement areas in the Township.

Notwithstanding the above, the Township of Lucan Biddulph may, in their sole discretion, approve grants and funding for Eligible Projects outside of the Eligible Areas listed above in extenuating circumstances.

5.2.3 AVAILABLE GRANTS & FUNDING

Applicants may apply for funding under one or a combination of the following grants,

1. **Construction Costs Matching Grant**
Grant equal to **50% of the Construction Costs** associated with the Eligible Project, **up to a maximum of \$5,000.**
2. **Planning & Building Fee Grant**
50% of the costs of any required **Building Permit or Planning Application** required for the Eligible Project, **up to a combined maximum of \$2,500.**
3. **Professional Fees Matching Grant**
Grant equal to **50% of the Professional Fees** associated with the Eligible Project, **up to a maximum of \$1,500.**

5.2.4 ELIGIBLE PROJECTS

Eligible Projects generally include those directly associated with the establishment, expansion, or improvement of an on-farm diversified business, value added agricultural use, rural-commercial/industrial use directly related to agriculture, agri-tourism use, and/or other recreation-focused commercial use on a rural property.

The following non-exhaustive list is intended to provide guidance on the types of projects eligible for funding under the Rural Opportunity Program:

- New building construction and/or additions to an existing building directly associated with the eligible use;
- Works associated with the improvement, redevelopment, renovation, and/or conversion of the ground floor of existing buildings necessary to accommodate the establishment, expansion, or enhancement of an eligible use noted above. Such works may be associated with, but are not limited to:
 - Fire safety
 - Electrical systems
 - Ventilation
 - Plumbing/fixtures
 - Other reasonable works necessary to meet the requirements of the Building Code
 - Renovation and/or redevelopment of the space

- Façade Improvements to an existing building directly associated with an eligible use, such as, but not limited to:
 - painting (including wall murals/art)
 - restoring façade masonry and brickwork
 - restoring architectural features
 - replacing or repairing windows
 - improvement of the appearance of entrances
 - re-design of storefronts
 - installation or repair of canopies and awnings
 - install or repair exterior lighting fixtures
 - any other façade improvements which may be approved by the Township
- New/Improved Signage;
- Installation of new permanent landscape elements such as vegetation/planting beds, trees, hardscaping features (armour stone, paver paths, furniture, rock gardens, etc.), landscape islands within parking areas, and beautification of the site or area directly associated with the business/activity.

- Projects must be consistent with the Provincial Policy Statement and conform to the Middlesex County Official Plan and Lucan Biddulph Official Plan policies respecting permitted uses in agricultural areas
- The Eligible Project must be directly associated with a building, property, or use that is open and accessible to the general public, or which provides local employment;
- Non-permanent or moveable components used by the business, such as appliances, furnishings, interior signage, and light fixtures are not eligible

Eligible Project compliance/noncompliance with any or all applicable eligibility criteria shall be determined by the Township of Lucan Biddulph in their sole discretion.

5.2.6 ELIGIBLE PROGRAM COMBINATIONS

The grants & funding under this program may be combined with grants and funding from the following programs:

5.7 Accessibility Program

Notwithstanding the above, the determination of an Eligible Project shall be at the sole discretion of the Township of Lucan Biddulph.

5.2.5 PROGRAM-SPECIFIC ELIGIBILITY CRITERIA

The following eligibility criteria is specific to the Rural Opportunity Program, and shall apply in addition to the General Eligibility Criteria outlined in Section 5.8:

- Projects must be clearly and directly associated with a bonafide on-farm diversified business, value added agricultural use, rural-commercial/industrial use directly related to agriculture, agri-tourism use, and/or other recreation-focused commercial use on a rural property;
- Improvements to dwellings / parts of dwellings used as part of a home-based business or other commercial operation are not eligible for funding under this program, unless otherwise approved by the Township;
- Funding preference will be given to those projects located along major roads/corridors, as determined by the Township in its sole discretion

5.3 CONVERSION, EXPANSION, & REDEVELOPMENT PROGRAM



5.3.1 PURPOSE

This program is intended to support private sector investment in the redevelopment, renovation, and/or expansion of commercial and mixed-use buildings (generally interior) to improve their viability for accommodating a new or expanded commercial/service activity. This program also seeks to support and encourage some limited residential development through the conversion of existing space within a mixed-use building to accommodate new residential units. This Program further provides additional assistance with some of the costs associated with Environmental Site Assessment (ESA) works which may be associated and/or required as part of a (re)development project, reducing the barriers to the redevelopment of key strategic properties in the Township.

5.3.2 ELIGIBLE AREAS

The Conversion, Expansion, & Redevelopment Program shall be limited to those buildings/properties located within the following Eligible Areas:

- Lucan Settlement Area
- Granton Settlement Area

Notwithstanding the above, the Township of Lucan Biddulph may, in their sole discretion, approve grants and funding for Eligible Projects outside of the Eligible Areas listed above in extenuating circumstances.

5.3.3 AVAILABLE GRANTS & FUNDING

Applicants may apply for funding under one or a combination of the following grants,

1. **Construction Costs Matching Grant**
Grant equal to **50% of the Construction Costs** associated with the Eligible Project, **up to a maximum of \$5,000.**
2. **Planning & Building Fee Grant**
50% of the costs of any required **Building Permit or Planning Application** required for the Eligible Project, **up to a combined maximum of \$2,500.**
3. **Professional Fees Matching Grant**
Grant equal to **50% of the Professional Fees** associated with the Eligible Project, **up to a maximum of \$2,500;**
4. **ESA Assistance Grant**
Grant equal to **50% of the cost of completing a Phase I or II Environmental Site Assessment (ESA)** which can be used in support of filing of a **Record of Site Condition (RSC)**, **up to a maximum of \$5,000;**

5.3.4 ELIGIBLE PROJECTS

The following non-exhaustive list is intended to provide a guidance on the types of projects eligible for funding under the Conversion, Expansion, & Redevelopment Program:

- Works associated with the improvement, redevelopment, renovation, and/or conversion of the ground floor of existing buildings necessary to accommodate the establishment, expansion, or enhancement of a commercial, office, institutional, or mixed-use. Such works may be associated with, but are not limited to:
 - Fire safety
 - Electrical systems
 - Ventilation
 - Plumbing/fixtures

- Other reasonable works necessary to meet the requirements of the Building Code
- Renovation and/or redevelopment of the space
- Works associated with the improvement, redevelopment, renovation, and/or conversion of upper storey space (whether vacant, office, commercial or other non-residential use) to convert into new residential units provided that the ground floor space is a commercial or office space;
- Infill development on vacant or partially developed properties, such as but not limited to:
 - New main building construction on a partially developed lot
 - Additions to an existing building, resulting in a minimum 25% increase in gross floor area
- Professional fees for any designs or services reasonably associated with the works above
- Works associated with the investigation, reclamation, or redevelopment of a known or potential brownfield site - this grant can also be used to assist with the conversion/renovation of existing buildings to accommodate a new/expanded commercial use or mixed-use if required

Notwithstanding the above, the determination of an Eligible Project shall be at the sole discretion of the Township of Lucan Biddulph.

5.3.5 PROGRAM-SPECIFIC ELIGIBILITY CRITERIA

The following eligibility criteria is specific to the Conversion, Expansion, & Redevelopment Program, and shall apply in addition to the General Eligibility Criteria outlined in Section 5.8:

- Program is only available to non-residential and mixed-use properties/buildings;
- Decorative or finishing elements are not eligible under this program (ex. painting, finished flooring surfaces, drywall, etc.);
- Non-permanent or moveable components used by the business, such as appliances, furnishings, interior signage, and light fixtures are not eligible;

- This program is not intended to support greenfield development - new development is generally not to be supported under this program;
- Residential-only buildings/properties are not eligible;
- Conversion of ground-level non-residential floor space to residential is not eligible for funding under this program;
- The Eligible Project must be directly associated with a building, property, or use that is open and accessible to the general public, or which provides local employment.
- For the ESA Assistance Grant
 - only Phase I and II ESAs that conform with the requirements of Ontario Regulation 153/04 and that are capable of forming part of a complete Record of Site Condition (RSC) are eligible for this incentive program;
 - any ESA partially funded through this grant shall be deposited with the Township prior to issuance of grant monies;
 - One (1) electronic and one (1) hard copy for each study funded through the Brownfield Study Program shall be submitted to the Township for review upon completion. The Township shall have the right to hold, disseminate, distribute, and otherwise utilize the findings of the study(ies) for the purposes of facilitating or promoting the future remediation or redevelopment of the subject property.

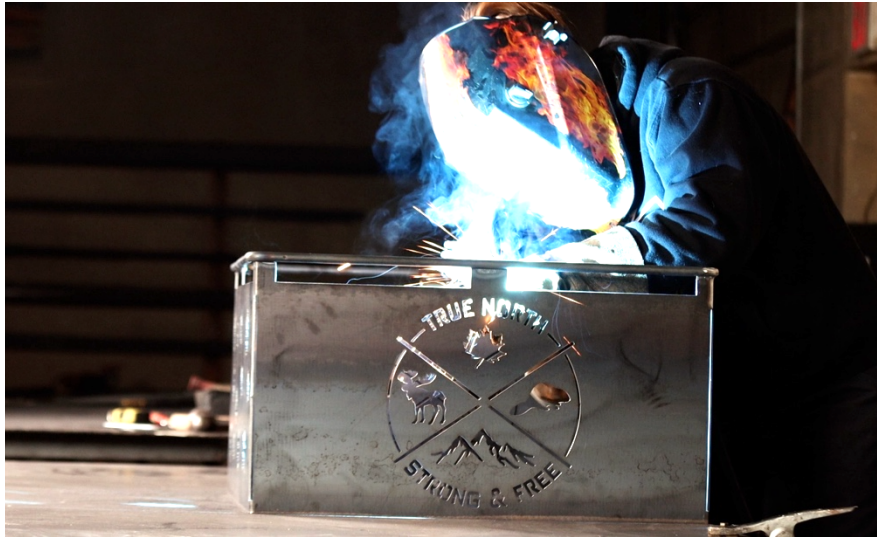
Eligible Project compliance/noncompliance with any or all applicable eligibility criteria shall be determined by the Township of Lucan Biddulph in their sole discretion.

5.3.6 ELIGIBLE PROGRAM COMBINATIONS

The grants & funding under this program may be combined with grants and funding from the following programs:

- **5.1 Beautification Program**
- **5.7 Accessibility Program**

5.4 INDUSTRIAL STIMULUS PROGRAM



5.4.1 PURPOSE

The Industrial Stimulus Program is intended to support private investment geared to the creation of jobs and diversification of the local economy by incentivising exceptional projects which closely align with the economic development goals and priorities of the community. This program offers relief from development charges, building and planning fees, and professional fees to attract new employers to locate in strategic areas of the Township and also encourage the expansion and growth of existing established employers.

5.4.2 ELIGIBLE AREAS

The Industrial Stimulus Program shall be limited to those properties designated Employment/Industrial throughout the Township.

Notwithstanding this, the Township of Lucan Biddulph may, in their sole discretion, approve grants and funding for Eligible Projects outside of the Eligible Areas listed above in extenuating circumstances.

5.4.3 AVAILABLE GRANTS & FUNDING

Applicants may apply for funding under one or a combination of the following grants,

1. **Planning & Building Fee Grant**
50% of the costs of any required **Building Permit or Planning Application** required for the Eligible Project, **up to a combined maximum of \$10,000.**
2. **Professional Fees Matching Grant**
Grant equal to **50% of the Professional Fees** associated with the Eligible Project, **up to a maximum of \$2,500.**
3. **Development Charge Reduction**
Up to **80% of the development charges** calculated for the eligible project may be waived, based on the score achieved under the review criteria in **Appendix D.**

5.4.4 ELIGIBLE PROJECTS

The following non-exhaustive list is intended to provide guidance on the types of projects eligible for funding under the Industrial Stimulus Program:

- Development or redevelopment associated with the establishment or expansion of an industrial use within an employment area that adds to the diversification of the local economy and/or creation of new jobs, which meets the minimum score threshold in **Appendix D.**

Notwithstanding the above, the determination of an Eligible Project shall be at the sole discretion of the Township of Lucan Biddulph.

5.4.5 PROGRAM-SPECIFIC ELIGIBILITY CRITERIA

The following eligibility criteria is specific to the Industrial Stimulus Program, and shall apply in addition to the General Eligibility Criteria outlined in Section 5.8:

- Applicants shall submit a detailed business plan as part of any application for funding under this program outlining the details of the project, including but not limited to, a brief overview of the industry sector the business is associated with, the number of new full-time jobs that will be created and/or retained, the level of investment involved/construction costs, and/or a brief description

as to why the project should be considered for the grant, to the satisfaction of the Township.

- Preference will be given to those projects and/or works that are associated with a **Targeted Sector** (as identified by the Township from time to time) and/or those projects which most closely align with the economic development goals of the Township.
- For the Development Charge Reduction, the project must result in the calculation and requirement for the payment of a development charge. Each project will be reviewed against the set of scoring criteria found in **Appendix D**, established and modified by the Township from time to time.
- The scoring criteria established or modified by the Township from time to time will be used to determine the percentage amount of the Development Charge Reduction for an eligible project.
- Notwithstanding any reductions to the payment of a development charge which may be permitted by the Township for the eligible project, development charges shall generally be required to be paid in full to the satisfaction of the Township prior to the issuance of the grant.

Eligible Project compliance/noncompliance with any or all applicable eligibility criteria shall be determined by the Township of Lucan Biddulph in their sole discretion.

5.4.6 ELIGIBLE PROGRAM COMBINATIONS

The grants & funding under this program may be combined with grants and funding from the following programs:

- **5.1 Beautification Program**
- **5.7 Accessibility Program**

5.5 ADDITIONAL RESIDENTIAL UNIT PROGRAM



5.5.1 PURPOSE

This program is intended to encourage the creation of new residential (rental) units in the Township in an effort to help diversify the housing base, as well as provide more affordable housing options. This program is also intended to assist property owners with the costs associated with bringing non-compliant units up to code to legalize existing units and ensure the safety and wellbeing of tenants is maintained.

5.5.2 ELIGIBLE AREAS

The Additional Residential Unit Program shall be limited to those buildings/properties located within the following Eligible Areas:

- Lucan Settlement Area
- Granton Settlement Area

Notwithstanding the above, the Township of Lucan Biddulph may, in their sole discretion, approve grants and funding for Eligible Projects outside of the Eligible Areas listed above in extenuating circumstances.

5.5.3 AVAILABLE GRANTS & FUNDING

Applicants may apply for funding under one or a combination of the following grants,

1. **Construction Costs Matching Grant**
Grant equal to **50% of the Construction Costs** associated with the Eligible Project, **up to a maximum of \$5,000.**
2. **Planning & Building Fee Grant**
Up to **50%** of the costs of any required **Building Permit or Planning Application** required for the Eligible Project, **up to a maximum of \$2,500.**
3. **Professional Fees Matching Grant**
Grant equal to **50% of the Professional Fees** associated with the Eligible Project, **up to a maximum of \$1,500.**

5.5.4 ELIGIBLE PROJECTS

The following non-exhaustive list is intended to provide guidance on the types of projects eligible for funding under the Additional Residential Unit Program:

- Creation of a new additional residential rental unit/secondary suite on a residential property;
- Works or upgrades that may be required to achieve compliance with building/fire codes and/or the zoning by-law, in order to "legalize" an existing residential rental unit

Notwithstanding the above, the determination of an Eligible Project shall be at the sole discretion of the Township of Lucan Biddulph.

5.5.5 PROGRAM-SPECIFIC ELIGIBILITY CRITERIA

The following eligibility criteria is specific to the Additional Residential Unit Program, and shall apply in addition to the General Eligibility Criteria outlined in Section 5.8:

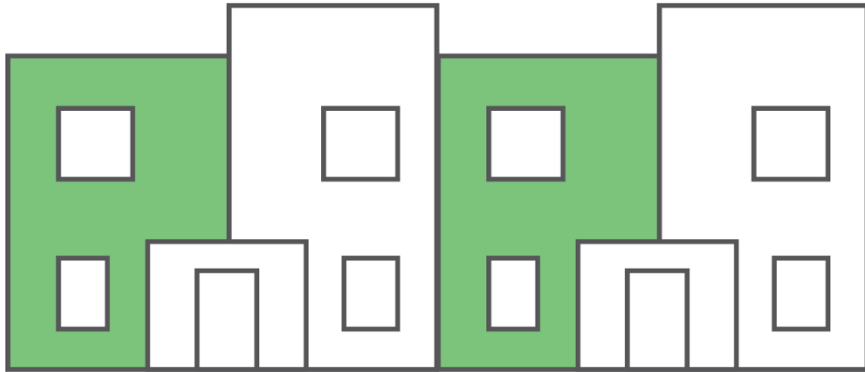
- Prior to any grant monies being issued, the additional residential unit must comply with the Zoning By-law, and any other applicable codes/legislation;
- Costs associated with cosmetic, material lifecycle replacement, or otherwise visual improvements to an existing dwelling or additional residential unit are not eligible for funding;

Eligible Project compliance/noncompliance with any or all applicable eligibility criteria shall be determined by the Township of Lucan Biddulph in their sole discretion.

5.5.6 ELIGIBLE PROGRAM COMBINATIONS

The grants & funding under this program shall not be combined with any of the other programs in this CIP.

5.6 AFFORDABLE RENTAL HOUSING UNIT PROGRAM



5.6.1 PURPOSE

Similar to the Additional Residential Unit Program, the Affordable Rental Housing Unit Program is intended to encourage the creation of new affordable rental units in the Township to help diversify the housing base and provide more housing options. This will be done through the relief of various municipal development fees that would typically be applicable to projects involving the creation of new residential units. The Township and applicants will be encouraged to coordinate any prospective affordable housing projects with local/regional housing service providers or agencies (ex. London & Middlesex Community Housing).

5.6.2 ELIGIBLE AREAS

The Affordable Rental Housing Unit Program shall be limited to those buildings/properties located within the following Eligible Areas:

- Lucan Settlement Area
- Granton Settlement Area

Notwithstanding the above, the Township of Lucan Biddulph may, in their sole discretion, approve grants and funding for Eligible Projects outside of the Eligible Areas listed above in extenuating circumstances.

5.6.3 AVAILABLE GRANTS & FUNDING

Applicants may apply for funding under one or a combination of the following grants,

1. Construction Costs Matching Grant

Grant equal to **15% of the Construction Costs** associated with the Eligible Project, **up to a maximum of \$5,000 per unit**, for the first four (4) units only.

2. Planning & Building Fee Grant

Up to **100%** of the costs of any required **Building Permit or Planning Application** required for the Eligible Project, **up to a maximum of \$5,000** for the entire project.

3. Professional Fees Matching Grant

Grant equal to **50% of the Professional Fees** associated with the Eligible Project, **up to a maximum of \$2,500**, for the entire project.

4. Development Charge Reduction

Up to **80% of the development charges** calculated for the eligible project may be waived, subject to the terms and conditions of any required agreement(s) and determined by the Township in its sole discretion.

5.6.4 ELIGIBLE PROJECTS

The following non-exhaustive list is intended to provide guidance on the types of projects eligible for funding under the Affordable Rental Housing Unit Program:

- Development or redevelopment resulting in the creation of one or more new affordable rental housing units on a property;
- Works associated with the improvement, redevelopment, and/or renovation of upper storey space (whether vacant, office, commercial or other non-residential use) to convert into new affordable rental housing units, provided that the ground floor space is a commercial or office space;

Notwithstanding the above, the determination of an Eligible Project shall be at the sole discretion of the Township of Lucan Biddulph.

5.6.5 PROGRAM-SPECIFIC ELIGIBILITY CRITERIA

The following eligibility criteria is specific to the Affordable Rental Housing Unit Program, and shall apply in addition to the General Eligibility Criteria outlined in Section 5.8:

- The Township shall maintain full discretion in the determination of what part(s) of an eligible project qualify as an affordable rental housing unit, in accordance with the definitions provided in Appendix B;
- Where only a portion of the development contains units that will qualify as an affordable rental housing unit, only those qualifying units will be eligible for funding under this program;
- Successful applicants must enter into an agreement with the municipality outlining the obligations and responsibilities of the owner, including but not limited to the requirement to maintain the residential units as affordable for a period of no less than ten (10) years, or other minimum time period agreed to by the Township;
- Conversion of ground-level non-residential floor space to residential is not eligible for funding under this program.

Eligible Project compliance/noncompliance with any or all applicable eligibility criteria shall be determined by the Township of Lucan Biddulph in their sole discretion.

5.6.6 ELIGIBLE PROGRAM COMBINATIONS

The grants & funding under this program may be combined with grants and funding from the following programs:

- **5.7 Accessibility Program** (if the property is mixed-use)

5.7 ACCESSIBILITY PROGRAM



5.7.1 PURPOSE

This program is intended to support owners and businesses in undertaking barrier-free/general accessibility improvements to their properties and/or buildings. This program will be administered alongside public realm accessibility improvements undertaken by the Township to improve mobility for everyone in the community.

5.7.2 ELIGIBLE AREAS

The grants and funding available under the Accessibility Program shall be available to all non-residential buildings/properties in the Township which are regularly open to and/or accessible to the general public or provide local employment.

Notwithstanding the above, the Township of Lucan Biddulph may, in their sole discretion, approve grants and funding for Eligible Projects outside of the Eligible Areas listed above in extenuating circumstances.

5.7.3 AVAILABLE GRANTS & FUNDING

Applicants may apply for funding under one or a combination of the following grants,

1. Construction Costs Matching Grant

Grant equal to **50% of the Construction Costs** associated with the Eligible Project, **up to a maximum of \$5,000.**

2. Planning & Building Fee Grant

Up to **75%** of the costs of any required **Building Permit or Planning Application** required for the Eligible Project.

3. Professional Fees Matching Grant

Grant equal to **50% of the Professional Fees** associated with the Eligible Project, **up to a maximum of \$1,500.**

5.7.4 ELIGIBLE PROJECTS

The following non-exhaustive list is intended to provide guidance on the types of projects eligible for funding under the Accessibility Program:

- Works undertaken to improve barrier-free accessibility and/or otherwise allows the building or site to achieve or exceed standards for code compliance with respect to accessibility, such as but not limited to:
 - Installation of wheelchair ramps;
 - Improvements to site/building circulation (i.e. improved pathways, stairs, entrances, etc.);
 - Creation or improvement of on-site barrier-free parking spaces;
 - Barrier-free improvement/retrofitting of washroom facilities; and/or,
 - General storefront accessibility improvements as approved by the Township.

Notwithstanding the above, the determination of an Eligible Project shall be at the sole discretion of the Township of Lucan Biddulph.

5.7.5 PROGRAM-SPECIFIC ELIGIBILITY CRITERIA

The following eligibility criteria is specific to the Accessibility Program, and shall apply in addition to the General Eligibility Criteria outlined in Section 5.8:

- Program is only available to non-residential or mixed-use properties/buildings;
- Residential-only buildings/properties are not eligible;
- Improvements shall generally be permanent (i.e. not moveable/removable), unless permitted by the Township in its sole discretion;
- The Eligible Project must be directly associated with those parts/areas of a building, property, or use that is open and accessible to the general public, or which provides local employment.

Eligible Project compliance/noncompliance with any or all applicable eligibility criteria shall be determined by the Township of Lucan Biddulph in their sole discretion.

5.7.6 ELIGIBLE PROGRAM COMBINATIONS

The grants & funding under this program may be combined with grants and funding from the following programs:

- **5.1 Beautification Program**
- **5.2 Rural Opportunity Program**
- **5.3 Conversion, Expansion, & Redevelopment Program**
- **5.4 Industrial Stimulus Program**
- **5.7 Affordable Rental Housing Unit Program** (if the property is mixed-use)

5.8 GENERAL ELIGIBILITY CRITERIA

The following general eligibility requirements are applicable to all CIP funding applications, in addition to any program-specific criteria, and must be satisfied in order for a project to be eligible for grant funding.

5.8.1 COMPLETE APPLICATION

All applications for CIP funding must be complete to the satisfaction of the Township. In order to be deemed complete, applications may be required to include some or all of the following, to the satisfaction of the Township:

- Original copy of all required application forms signed and completed;
- A minimum of two (2) cost estimates/quotes for the proposed works, provided by a qualified source (*example: project contractor*). A detailed breakdown of costs per project/phase may be required;
- Drawings, renderings, or other design information as determined necessary by the Township for the proposed works (plot plan, elevations, renderings, floor plans, etc.);
- Current/recent photos of the existing property and building(s)/area(s) that are the subject of the proposed works;
- Any historical information or documents available (as necessary);
- A detailed description as to how the project is consistent with the guiding principles and contributes to the achieving the community improvement goals of the Plan, outlined in Section 4.0;
- Other supporting materials such as, but not limited to work plans, applicable reports (traffic impact, inspection report, etc.), public funding sources, and/or approvals, that may be required to supplement the application, as determined by the Township in its sole discretion.

5.8.2 APPLICANT ELIGIBILITY

Applicants must be the owner of the property that is the subject of the application for CIP funding. If the applicant is not the owner of the lands, they must provide written the consent of the owner(s) to submit the application on their behalf. Please note all registered owners of the subject property must provide written authorization for the submission of an application.

5.8.3 CONSISTENCY WITH GUIDING PRINCIPLES & GOALS

All proposed works shall be consistent with the guiding principles and contribute to achieving the goals outlined in Section 4.0 of this Plan, to the satisfaction of the Township in its sole discretion.

5.8.4 OBSERVABLE & PERMANENT IMPROVEMENT

All proposed projects shall represent an observable improvement to the property and/or building; lifecycle replacement of existing materials, fixtures, structures, paving, etc. are not eligible for funding under the program. Proposed works must constitute a permanent improvement, to the satisfaction of the Township in it's sole discretion.

5.8.5 COMMUNITY IMPROVEMENT PROJECT AREA

All proposed works must be located within the *Community Improvement Project Area* in order to be eligible for funding under the CIP.

5.8.6 MAXIMUM GRANT FUNDING AMOUNTS

Notwithstanding the limits outlined in the individual incentive programs, under no circumstances will the total amount of financial incentives issued under one or more programs in this plan exceed the total eligible costs of a project.

5.8.7 INCENTIVE PROGRAM COMBINATIONS

Where a proposed project meets the eligibility requirements for more than one incentive program, applicants may apply for grants under one or a combination of incentive programs, unless otherwise specified in the incentive program. Notwithstanding this, under no circumstances will the same works be funded under two or more separate grant programs (i.e. "double-dipping").

5.8.8 GOOD STANDING

Properties in tax arrears and/or having outstanding municipal bills (water, wastewater) are ineligible for funding. All applicants shall be in good standing with regard to any municipal fees or other levies liable on the property/building.

Properties having any issues with noncompliance, outstanding Work Orders (Fire, Building) and/or Zoning Orders are ineligible for financial incentives under this plan. Notwithstanding this, if the proposal is directly

associated with eligible works that would allow the improvements to reach compliance, the application may be accepted.

Applicants who are currently involved in active litigation with the Township are ineligible for financial incentives under this Plan.

5.8.9 CONFORMITY WITH APPLICABLE BY-LAWS, POLICIES, GUIDELINES, & LEGISLATION

Proposed works must conform to the Middlesex County Official Plan, Lucan Biddulph Official Plan, Lucan Biddulph Zoning By-law, and any other applicable planning legislation/documents.

Proposed works shall be carried out in accordance with, or exceed, the applicable minimum requirements of the Ontario Building Code, Accessibility for Ontarians with Disabilities Act, and any other applicable legislation/regulations.

5.8.10 ADHERENCE TO APPROVED PROJECT

Project works approved for incentive funding under the CIP must be carried out and completed in accordance with the description of project provided in the application and associated supporting materials. Should any works, in the opinion of the Township, be inconsistent with the original description of the project, the Township may delay, reduce, or otherwise cancel any approved incentives and may require the applicant to repay any incentives dispersed to date.

5.8.11 WORKS COMPLETED PRIOR TO FUNDING APPROVAL

Those parts of projects or site works commenced and/or completed prior to the submission and approval of an application shall be generally ineligible for funding unless otherwise determined eligible by the Township in its sole discretion. Notwithstanding this, part or all of the remaining works of a project that has already been started may be considered eligible for funding at the discretion of the Township.

5.8.12 DISCLOSURE OF OTHER PUBLIC FUNDING SOURCES

As part of any application for financial incentives, applicants must disclose all other public sources of funding received and/or anticipated for the project.

5.8.13 REQUIREMENT TO OBTAIN APPROVALS OR PERMITS

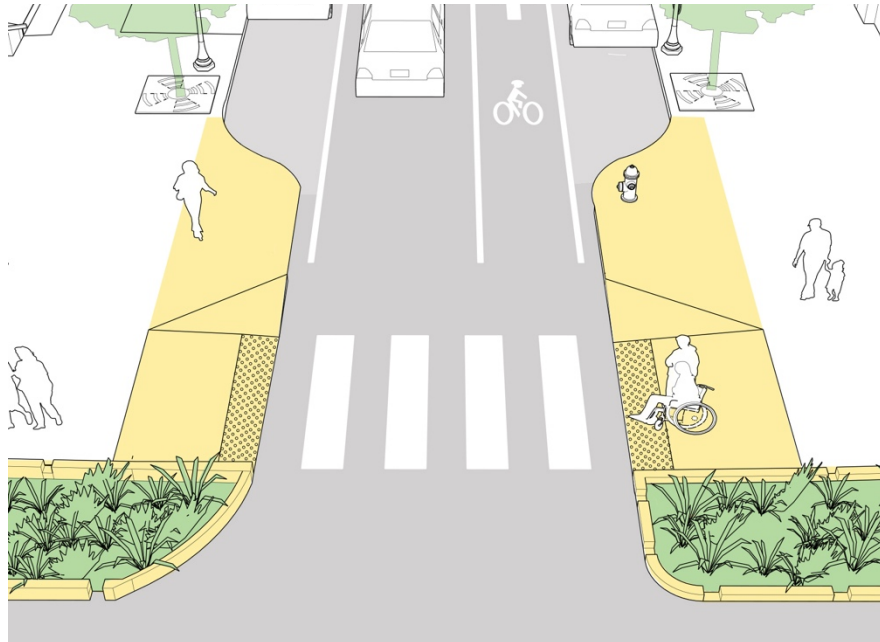
Where applicable, the release of grant funding shall be subject to the issuance of any permits or approvals required for the proposed works (i.e. building permit, rezoning, minor variance, etc.).



SECTION 6.0 MUNICIPAL LEADERSHIP INITIATIVES

The following municipal leadership initiatives are based on the priorities that were identified by the Township and community during the background stages of developing the Plan. These recommended initiatives are largely intended to provide inspiration to Lucan Biddulph Council for the undertaking of separate actions/projects that complement and build-on community improvement, and the guiding principles/goals of the Plan. Notwithstanding this, nothing in this Section or Plan is intended to commit the Township, Council, or any other public authority to funding or supporting the following initiatives. Council will maintain full discretion to determine whether to pursue any of the following initiatives.

6.1 COMMUNITY ACCESSIBILITY & MOBILITY AUDIT



6.1.1 OVERVIEW

An audit of the accessibility and mobility of the Township would provide further insight into potential solutions for improving connectivity, safety, and better user-experiences for pedestrians and other non-motorized modes of transportation in the community. This initiative could evaluate buildings, public spaces, roadways, and neighbourhoods to ensure that users from ages 8 to 80 are equally able to enjoy mobility and safety as they move through their community. This initiative would ideally be pursued as a precursor to the development of any design guidelines, streetscape improvement strategy, or other policies directing site/built form design.

6.1.2 RECOMMENDED TIMEFRAME

Short-term (1-3 years)

6.1.3 CONSIDERATIONS

Ideally, the community accessibility & mobility audit would take a closer look at the following in Lucan Biddulph:

- Main street buildings (front entrances, pathways, ramps, access points)
- Sidewalk conditions, width, connections
- Road crossings, conditions, locations, use
- Community connections (how well-connected are public spaces/main streets/neighbourhoods)
- Community engagement on mobility and accessibility
- Barrier-free levels throughout the community in both public and private realms/spaces
- Existing/new policies that may support improved mobility

6.1.4 ROLES & IMPLEMENTATION

The decision to pursue and/or timing of this Municipal Leadership Initiative will be at the sole discretion of the Township of Lucan Biddulph Council. While much of the audit would focus on local scale infrastructure and areas, the differing levels of roadways and jurisdictions will necessitate some level of coordination between the Township, Middlesex County, and (possibly) the Ministry of Transportation. Township Staff and Council may together (or through a steering committee) work to identify the scope and scale of the project, as well as the key issues to focus on.

6.2 STREETScape IMPROVEMENT STRATEGY



6.2.1 OVERVIEW

The development of a streetscape improvement strategy would assist in identifying intervention opportunities in greater detail along the main commercial/core streets in the community. Should the Township wish to pursue the community accessibility & mobility audit described in Section 6.1, the findings of the audit could be used to better inform this strategy. Examples of interventions or improvements could include; further beautification and greenscaping along main streets; hardscaping projects like sidewalk widening/improvements; “road dieting” at certain high-traffic areas to reduce the width of the roadway, making it easier for pedestrians to navigate; or even the introduction of bike/shared lanes along main corridors. The development and implementation of an effective streetscaping strategy would further help establish specific character-areas in settlement areas like Lucan, to help define the identity of the community.

6.2.2 RECOMMENDED TIMEFRAME

Short to Medium-term (1-5 years). Recommended to follow completion of Community Accessibility & Mobility Audit if one pursued.

6.2.3 CONSIDERATIONS

The following are some example items that a streetscape improvement strategy could focus on:

- Identifying underused spaces within wider rights-of-way to:
- Introduce bike lanes
- Widen sidewalks
- Introduce more greenspace/landscaping/decoration
- Implementing policy to direct better subdivision design as it relates to street design and connectivity
- Explore potential improvements to on-street/off-street parking at key areas
- Investigate opportunities for traffic calming and control to improve relationship between vehicles/non-vehicles
- Identify specific projects (sidewalk widening, road bulb-outs, hardscaping/landscaping) and a roadmap for implementation to improve the streetscape in key commercial/core areas
- Community pilot projects for interventions over limited periods of time (ex. parking space patios)

6.2.4 ROLES & IMPLEMENTATION

The decision to pursue and/or timing of this Municipal Leadership Initiative will be at the sole discretion of the Township of Lucan Biddulph Council. Coordination between the Township, Middlesex County, and Ministry of Transportation should be an early priority in the development of a streetscape improvement strategy and/or any associated interventions, as many of the corridors that would benefit are regulated by more than one authority.

6.3 TOWNSHIP DESIGN GUIDELINES



6.3.1 OVERVIEW

The development and implementation of design guidelines would assist the Township in preserving and enhancing the character of Downtown Core areas and main corridors of the community through architectural measures, controls (and guidelines) for buildings related to height, materials, lighting, signage, etc. These guidelines would seek to strike a balance between existing built forms/heritage buildings and new construction, to ensure the identity or character of the community is preserved and well-defined. Furthermore, the guidelines would also be intended to promote and encourage a high standard of quality development and site design, which could eventually be utilized in the review of eligible projects under the CIP.

6.3.2 RECOMMENDED TIMEFRAME

Short to Medium-term (1-5 years)

6.3.3 CONSIDERATIONS

The design guidelines could be developed in-house, or by a consultant, and would ideally address:

- Different standards/guidelines for rural development and urban development, depending on context and/or applicable area
- “Requirement” vs.” Encouragement” - how prescriptive are the guidelines to be?
- The desired design, form, and character of buildings
- Building materials
- Landscaping standards
- Signage, Lighting, & general wayfinding elements
- Heritage/cultural design elements

6.3.4 ROLES & IMPLEMENTATION

The decision to pursue and/or timing of this Municipal Leadership Initiative will be at the sole discretion of the Township of Lucan Biddulph Council. It will be important to consult with the general public, businesses, and development community early in the creation of design guidelines to ensure “buy-in”. Middlesex County and the Ministry of Transportation should also be involved/consulted with throughout the process of developing any such guidelines, given the importance of the County road system and Highway 4, and volume of commercial development served by them.

6.4 PUBLIC LAND ACQUISITION & IMPROVEMENT



6.4.1 OVERVIEW

This initiative would seek to identify candidate lands for acquisition by the Township in strategic locations, where improvements could lead to new gathering spaces, parks, or other public amenities. This initiative could also explore potential partnership opportunities with landowners and the development community to bolster the existing base of public lands/gathering spaces. Ideally, this initiative would improve access to, and the quality of, public lands/spaces. Any strategy and/or policies to guide this initiative could also outline coordination with the Parks and Recreation Master Plan in order to follow a coordinated approach and/or identify existing assets that would benefit from improvement.

6.4.2 RECOMMENDED TIMEFRAME

Throughout Lifecycle of Plan / Long-term (5-10 years).

6.4.3 CONSIDERATIONS

In the pursuit of this leadership initiative, the following actions should be considered:

- Undertake inventory of existing assets/Township lands
- Assess/audit existing township lands to identify gaps in location and function
- Reconcile any investigative initiatives with the findings of the Parks and Recreation Master Plan
- Conduct internal assessment of potential lands for acquisition
- Carry out public consultation on public lands/spaces needs in the core and rural areas
- Identify preferred sites/locations
- Approach landowners/organizations with purchase/partnership opportunities where they coincide with preferred sites/locations

6.4.4 ROLES & IMPLEMENTATION

The decision to pursue and/or timing of this Municipal Leadership Initiative will be at the sole discretion of the Township of Lucan Biddulph Council. This initiative will require proactive and collaborative approaches between Council, Staff, and the community to identify and investigate potential lands for acquisition/improvement as public amenities or spaces. The Township should also seek to explore partnerships with other local authorities (i.e. Middlesex County, Conservation Authority) to acquire and/or create new and improved public amenities/spaces.



SECTION 7.0 ADMINISTRATION

7.1 ADMINISTERING THE PLAN

7.1.1 General Administration & Interpretation

This Plan must be read and interpreted in its entirety, and in conjunction with other applicable legislation including, but not limited to the *Municipal Act* and *Planning Act*. This CIP will be administered by the Township of Lucan Biddulph, Municipal Council, and the *CIP Coordinator*. Interpretation of this plan will be at the sole discretion of the Township of Lucan Biddulph

7.1.2 Plan Horizon

This CIP is intended to be implemented over a 10-year period from the date of adoption. Notwithstanding this, the plan may continue to be implemented beyond the 10-year plan horizon at the discretion of the Township.

7.1.3 Community Improvement Project Area (CIPA)

The *Community Improvement Project Area (CIPA)* identified in Section 1.4 constitutes the applicable area of this Plan. Properties not located within the CIPA are not eligible for CIP funding. The CIPA may be amended by By-law from time to time, at the sole discretion of Council.

Council may dissolve the CIPA if, in their opinion, the Plan has been carried out and/or no longer aligns with the goals and objectives of the Township for community improvement. Should Council opt to dissolve the CIPA, the CIP should be repealed.

7.1.4 CIP Coordinator

The Township shall appoint a *CIP Coordinator* to administer the CIP. It is recommended that the *CIP Coordinator* be an existing member of staff. The *CIP Coordinator* will act as a day-to-day liaison between the community and the Township, championing the plan, providing guidance to applicants on the interpretation of the plan, and coordinating intake of applications. The *CIP Coordinator* will also organize the review of funding applications with Council and/or their designate, as well as arrange for the issuance of decisions. The *CIP Coordinator* will also be responsible for marketing, monitoring, and evaluating the Plan throughout its lifecycle.

7.1.5 Approval Authority & Responsibilities

Municipal Council is the approval authority responsible for making final decisions on CIP funding applications. The responsibilities of Council as the approval authority are as follows:

- reviewing CIP funding applications, supporting information, and/or associated reports/packages prepared by the *CIP Coordinator*, and providing comments;
- participating in the formulation of a recommendation for approval or refusal of CIP funding applications;
- participating in the monitoring and evaluation activities of the plan and providing recommendations on amendments which may be identified from time to time.

Notwithstanding the above, Municipal Council may, in its sole discretion, opt to delegate some or all of the approval authority responsibilities listed above (excluding final decisions) to an *Implementing Committee*, which may be an existing committee of Council, or a new CIP-specific committee. The *Implementing Committee* is encouraged to be made up of a combination of municipal staff, council, and/or local organizational leaders/professionals to ensure diverse backgrounds and perspectives. The size, role, and composition of any *Implementing Committee* shall be determined by Council in its sole discretion.

7.1.6 CIP Budget & Incentive Program Funding

Council is responsible for establishing the annual CIP budget to fund the financial incentive programs. Each year Council may, at their sole discretion, opt to fund some, all, or none of the financial programs outlined in the CIP. The annual CIP budget should be informed by the program monitoring/evaluation data gathered under Section 8.2, to ensure community uptake and interest in programming is reflected appropriately.

Council may, in their sole discretion, opt to restrict any portion of the annual CIP budget to one or more specific programs to ensure adequate/reserved funding for certain types of projects.

All applications for grant funding will be evaluated and determined on a “first come, first served” basis. However, Council reserves the right to limit funding for individual applications/projects if, in their opinion, it would unduly limit the availability of funding for other projects seeking funding throughout the budget year.

7.1.7 Implementation of Municipal Leadership Initiatives

Council will maintain full discretion with respect to determining whether to budget, plan for, and/or pursue any of the Municipal Leadership initiatives

in Section 6.0. Nothing in this plan is intended to commit the Township or any other public authority to funding or pursuing any one of the initiatives outlined in Section 6.0.

7.2 APPLICATION PROCESS

The following section outlines the standard application submission/approval process for the CIP funding programs. **Figure 2** on page 46 provides a high-level overview of the application process.

7.2.1 Application Intake

It is recommended that the Township establish an annual or bi-annual deadline(s) for the intake of CIP funding applications to allow for more efficient administration, implementation, and monitoring of the plan. Alternatively, the Township may opt to allow for a “floating intake” structure, at their discretion, wherein CIP funding applications could be submitted throughout the year (with or without a cut-off deadline) and reviewed on an ad-hoc basis.

7.2.2 Pre-Consultation

All applicants are encouraged to arrange for a pre-consultation with the *CIP Coordinator* to discuss their project(s) and identify eligibility, review applicable streams, clarify process, and receive preliminary feedback prior to submission. The *CIP Coordinator* will also advise of any additional information and materials required for a complete application, beyond the standard requirements outlined in Section 5.8.1.

7.2.3 Submission of Application

Applicant submits their application, including any required supporting information and materials identified at the pre-consultation. In order to be deemed complete, applications may be required to include some or all of the following, to the satisfaction of the Township

- Original copy of all required application forms signed and completed;
- A minimum of two (2) cost estimates/quotes for the proposed works, provided by a qualified source (*example: project contractor*). A detailed breakdown of costs per project/phase may be required;

- Drawings, renderings, or other design information as determined necessary by the Township for the proposed works (plot plan, elevations, renderings, floor plans, etc.);
- Current/recent photos of the existing property and building(s)/area(s) that are the subject of the proposed works;
- Any historical information or documents available (as necessary); and,
- Other supporting materials such as, but not limited to work plans, applicable reports (traffic impact, inspection report, etc.), public funding sources, and/or approvals, that may be required to supplement the application, as determined by the Township in its sole discretion.

7.2.4 Confirmation of Complete Application

The *CIP Coordinator* reviews the application to determine completeness, screening for general eligibility criteria, and ensuring all required supporting information identified at the pre-consultation meeting has been included and is acceptable. Applications which are deemed incomplete will be returned to the applicant with comments and/or instructions related to satisfying the requirements for a complete application. If the application is deemed complete, the *CIP Coordinator* will notify the applicant accordingly.

7.2.5 Application Review & Recommendation

Upon deeming an application complete, one of the following will take place, depending on whether Council has delegated approval authority responsibilities to an *Implementing Committee* under Section 7.1.5:

- a) *If Council HAS delegated approval authority responsibilities:*
 - the *CIP Coordinator* will circulate the application and all associated information/materials to the *Implementing Committee* for review. It is recommended to schedule a meeting date for all *Implementing Committee* members to review the application against the general and program-specific eligibility criteria and form a recommendation on the application.
- b) *If Council HAS NOT delegated approval authority responsibilities:*
 - the *CIP Coordinator* will review the application and all associated information/materials against the general and program-specific eligibility criteria and form a recommendation on the application.

In the event of a recommendation for refusal, the applicant must be notified, provided with reasons for refusal, and given an opportunity to resubmit their application for review within a reasonable timeframe. If an applicant disagrees with the proposed recommendation and wishes to have the application heard by Council, the application will continue through the process.

Following the above, the *CIP Coordinator* will prepare a report to Council containing an overview of the application and recommendation for approval or refusal. The application and all associated information/materials should be included with the report. Council will then consider and make a decision on the application.

7.2.6 Council Decision

As outlined in Section 7.1.5, Council is the approval authority responsible for making final decisions on CIP funding applications. The decision by Council to fund (or not fund) improvements through the programs of this CIP is entirely at the discretion of Council. Council reserves the right to determine the level of funding which shall be received by an applicant, whether to fund at all or in part, and what conditions, obligations and other requirements may be attached to any funding allocation and/or agreement(s). Considering the above, Council will make one of the following two decisions on a CIP funding application:

APPROVAL: If an application is approved, the applicant will be notified accordingly. The *CIP Coordinator* will arrange for a funding agreement to be prepared for execution between the Township and Applicant respecting the approved project/funding, as outlined in Section 7.2.6.

REFUSAL: If an application is refused, the applicant will be notified accordingly and provided with reasons for the refusal. There is no opportunity for appeal where an application has been refused by Council; however, a refusal does not disqualify the applicant from submitting a new CIP funding application.

7.2.7 Funding Agreement

If Council approves the application, the *CIP Coordinator* will be directed to arrange for the preparation of a CIP Funding Agreement for execution between the applicant and the Township. The Funding Agreement will address matters such as, but not limited to; general terms and conditions;

duration/deadlines; default; payment; and/or any other conditions related to the specific grant programs, as determined by the Township in its sole discretion. Payment of any financial incentives will be in accordance with the provisions of the CIP Funding Agreement.

7.2.8 Project Commencement

Upon execution of a CIP Funding Agreement, the applicant may commence the works associated with the improvement project, in accordance with the provisions of the agreement and approved proposal.

7.2.9 Project Completion

Unless otherwise outlined in the Funding Agreement described in 7.2.7, the approval of any application for funding will expire if works are not substantially commenced within six (6) months and completed within twelve (12) months from the date of execution of the Funding Agreement, as determined by the Township in its sole discretion. It is the responsibility of the applicant to notify the Township when the project has been completed.

Upon completion of the improvement project, and prior to the issuance of any financial incentives outlined under the CIP Funding Agreement, the applicant may be required to submit supporting information and materials documenting the completion of the works, including but not limited to:

- Original invoices for all costs associated with eligible works;
- Proof of payment for all costs claimed for eligible works;
- Photographs of the completed project;
- Certificates of occupancy or other similar documents;
- Required inspection reports; and
- Any applicable licenses or other approvals.

Further to the above, prior to the issuance of any financial incentives, the *CIP Coordinator*, in coordination with other municipal staff which may be necessary, will conduct a site inspection of the completed works to confirm the works have been carried out in accordance with the CIP Funding Agreement and consistent with the approved application. The Township will address the non-completion or non-compliance of any works in accordance with the CIP Funding Agreement.

7.2.10 Payment of Grant

If the works have been carried out in accordance with the CIP Funding Agreement, and all provisions and obligations of the agreement have been satisfied, the *CIP Coordinator* will organize for the payment of the financial incentives in accordance with the CIP Funding Agreement. The Township may allow for early and/or partial release of grant payments in its sole discretion.

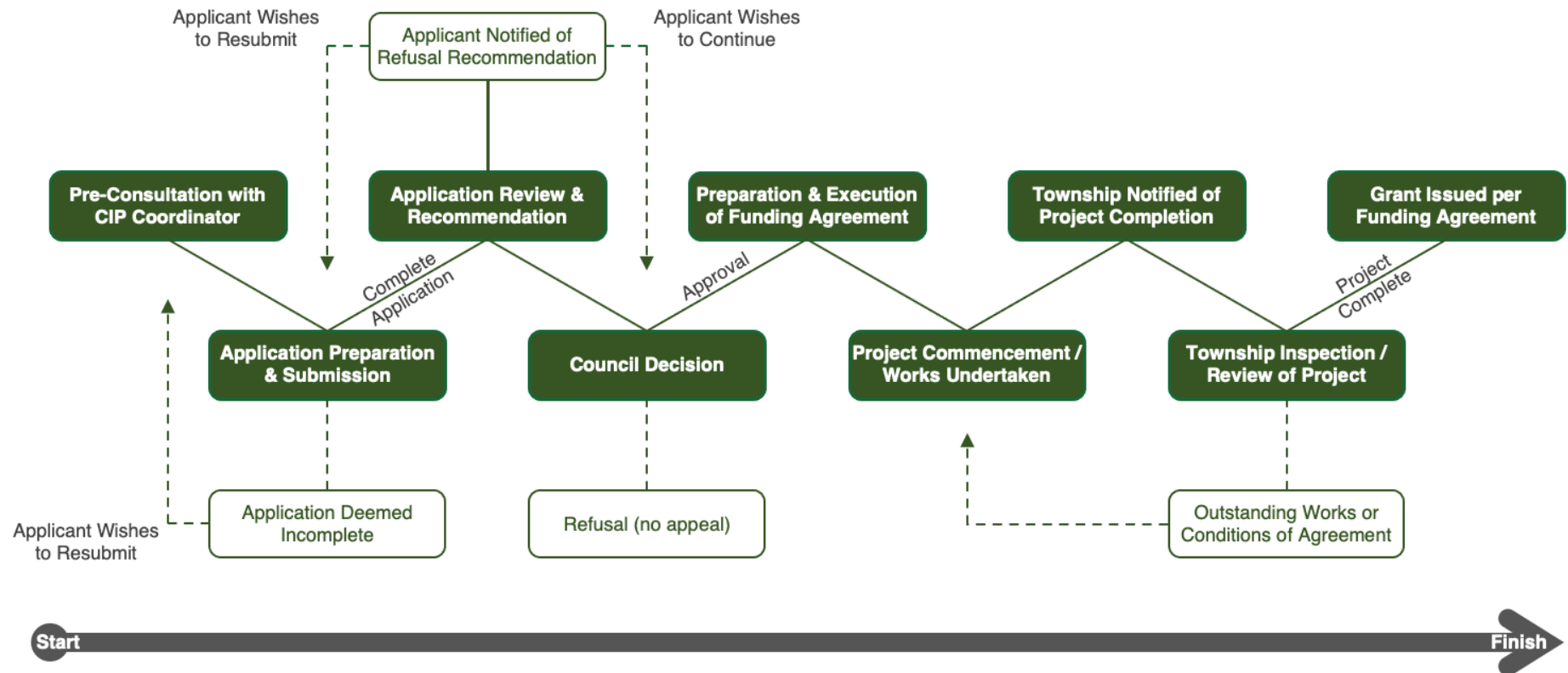


Figure 2: CIP Application Process Overview



SECTION 8.0

MARKETING, MONITORING, & MODIFICATIONS

8.1 MARKETING THE PLAN

A large part of the success of this CIP will be determined by its accessibility and familiarity among the business community and general public. Marketing of the plan and the various incentive programs will play an important role in reaching potential applicants and encouraging a broader intake of project proposals. It is therefore recommended that the Township take advantage of all opportunities to provide more information about the plan, projects, and incentive programs through a range of methods, such as:

- Dedicated webpage within the Township's municipal website that includes a copy of the plan, any promotional materials, applications, an FAQ section, and/or any other relevant information that can help people learn more about the plan
- Brochures & Posters which are easy to read, visually appealing, and provide information on the CIP. These should be made available to drop-ins at the municipal office, at community centres, in businesses, and/or distributed in other innovative ways (included in tax/water bills).
- Celebration of the success of completed CIP projects through regular updates to council, on-site CIP program signage for current/completed projects, as well as actively promoting projects on the Township's website and social media with photos/posts.
- Annual monitoring/evaluation reports to Council should be made readily available to the community to promote the successes of the plan. The reports could include photographs, data trends, and other interesting aspects of the plan implementation on an annual basis

8.2 EVALUATING & MONITORING THE PLAN

8.2.1 Annual Report to Council

In order to track the implementation and performance of this Plan, various baseline data will be gathered and measured throughout its lifecycle, and municipal staff will prepare and present findings in an annual report to Council and make the findings available to the greater community. The report should contain an overview of statistics, trends, as well as recommendations for improvements to the structure or framework of the plan. The report should also summarize any progression towards implementing the municipal leadership strategy outlined in Section 6.0

8.2.2 Baseline Data

The following data is suggested to be tracked and measured by the CIP Coordinator upon adoption of the plan and monitored for changes on an annual basis or as frequent as available data allows, for inclusion in the annual monitoring report described above:

- Acreage / floor area of commercial space
- Number of new housing units added, as well as affordable housing units
- Commercial vacancy rates in the community
- Number of building and planning applications submitted for certain types of development (accessibility, internal redevelopment, façade improvement, etc.)
- Any other baseline data that may be beneficial to tracking the implementation and evaluation of this plan.

8.2.3 Monitoring Statistics & CIP Goals

The following measures of success should also be tracked and monitored by the CIP Coordinator, for inclusion in the annual monitoring report described above:

- Number of applications received
- Number of applications approved and for which respective stream(s)
- Total value of grants issued
- Total value of investment dollars leveraged

- Observable trends in the baseline data noted above

In addition to the above, the Township may also wish to track measures directly related to the goals of this plan outlined in Section 4.0 to assist in monitoring success and identifying any recommendations for changes.

8.3 AMENDING & MODIFYING THE PLAN

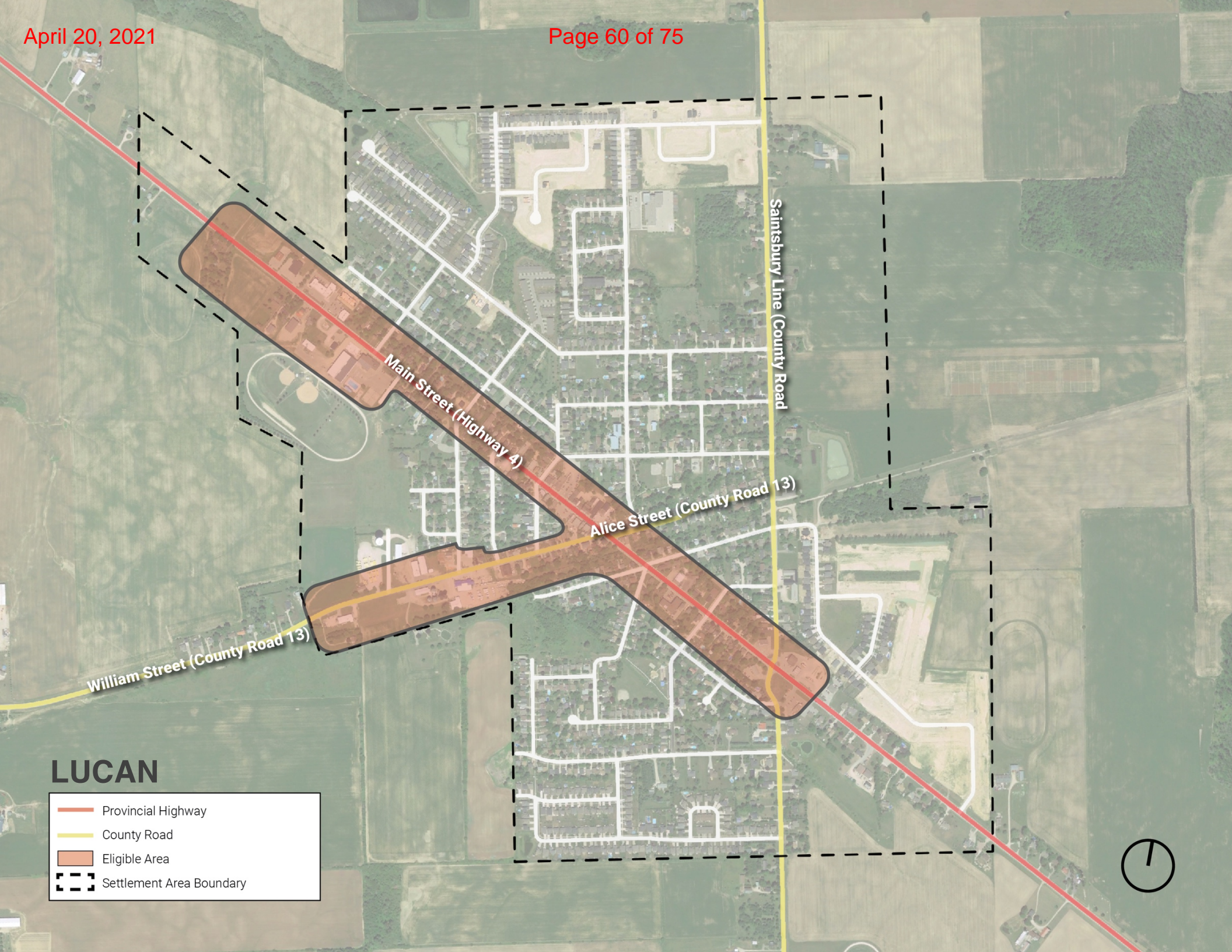
Based on the results of the monitoring exercises above, or feedback gathered throughout the implementation of the CIP, it may be necessary to modify or amend this plan from time to time as community priorities and goals change or as the plan is implemented. The table to the right provides guidance as to what plan adjustments or changes would require an amendment to the plan, as required by the *Planning Act*.

Adjustment or Change to Plan	Amendment Required?
Addition or removal of one or more financial incentive programs from the Plan	Yes
Modifications to one or more incentive programs, such as but not limited to: <ul style="list-style-type: none"> • types of eligible projects; • eligible costs; • eligibility requirements; • maximum grant values or amounts 	Yes (except for minor technical or administrative changes)
Add, modify, or remove any of the Guiding Principles or Goals of the Plan	Yes
Add, modify, or remove any general eligibility criteria in Section 5.8.	Yes
Change to Community Improvement Project Area	No. Requires a by-law passed by Council.
Repeal of Community Improvement Project Area	No. Requires a by-law passed by Council.
Budgetary allocation changes (overall budget or program-specific)	No
Changes to funding or prioritization of municipal leadership initiatives	No
Cancelling of funding for one or more incentive programs	No
Extension of the plan beyond the 10-year planning horizon	No
Delegation of Council’s approval authority responsibilities under Section 7.1.5 to a <i>Implementing Committee</i> or a return of responsibilities to Council	No. Requires a by-law passed by Council.

APPENDIX A

BEAUTIFICATION PROGRAM

ELIGIBLE AREAS



Main Street (Highway 4)

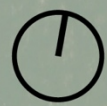
Alice Street (County Road 13)

William Street (County Road 13)

Sainsbury Line (County Road)

LUCAN

- Provincial Highway
- County Road
- Eligible Area
- - - Settlement Area Boundary





Fallon Drive (County Road 47)

Granton Line (County Road 59)

GRANTON

- County Road
- Eligible Area
- Settlement Area Boundary



APPENDIX B

GLOSSARY

Additional Residential Unit means a self-contained dwelling unit which may be located within a main dwelling or within an accessory building to a main dwelling, designed for human habitation and meeting the minimum requirements of the Lucan Biddulph Zoning By-law and Ontario Building Code.

Affordable Rental Housing Unit, for the purposes of this plan, shall mean:

- housing constructed or provided for rental purposes, and that the rent for all or a portion of the units are set at or below 80% of the average market rent of a unit in the regional market area for a period of time not less than 10 years;

or

- housing that meets the definition of 'affordable rental housing' as provided by the *Provincial Policy Statement*;

or

- housing that meets the rent levels set in accordance with an affordable housing program recognized by the locally designated housing service manager/provider such as London & Middlesex Community Housing, or as otherwise named);

or

- housing that otherwise meets the definition of affordable as set by the Township of Lucan Biddulph or the County of Middlesex.

Agriculture-Related Uses means those farm-related commercial and farm-related industrial uses that are directly related to farm operations

in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity.

Agri-Tourism uses means those farm-related tourism uses, including limited accommodation such as a bed and breakfast, that promote the enjoyment, education, or activities related to the operation of a farm.

Applicant means registered owner, assessed owner, or tenant of a building or property within the CIPA, and any person who has been given written permission to act on behalf of any of the aforementioned any person to whom any of the aforementioned has assigned the right to apply for/receive a grant or loan.

Building Permit and Planning Application means the Lucan Biddulph fees required for an application for one or more of the following:

- building permit
- demolition permit
- minor variance
- consent
- part lot control
- site plan approval
- zoning by-law amendment
- official plan amendment

For the purposes of this Plan, Development Charges are not considered a Building Permit and Planning Fee.

Brownfield means undeveloped or previously developed properties having known or

perceived contamination. They are usually, but not exclusively, former industrial or commercial properties that may be underutilized, derelict, or vacant.

CIP Coordinator means a member of Lucan Biddulph staff appointed by the Township to administer the CIP, organize the review of funding applications with Council and/or their designate, as well as arrange for the issuance of decisions. The CIP Coordinator will also be responsible for marketing, monitoring, and evaluating the CIP throughout its lifecycle.

Construction Costs means those costs directly related to materials, labour, equipment, and/or installation associated with the completion of the eligible improvement project. For the purposes of this Plan, development charges are not considered a Construction Cost.

Development means the creation of a new lot, a change in land use, or the construction of buildings and structures requiring approval under the Planning Act.

Greenfield means, for the purposes of this Plan, lands which have not previously been developed and generally exist in a natural state. In some cases, limited agricultural uses (pasture, cultivation) may exist on a greenfield.

Implementing Committee means an existing committee of Council or CIP-specific committee created by the Township that has been delegated some or all of the approval authority responsibilities outlined in Section 7.1.5 by Council. The size, role, and composition of any Implementing Committee shall be determined by Council in its sole discretion.

Infill means development or redevelopment which results in the physical or observable intensification of the built form, use, and/or activity potential of a property.

Mixed-use means a building or property containing a combination of two or more of the following uses:

- retail uses / commercial services;
- office space
- institutional uses;
- residential uses as ancillary or secondary uses to one or more of the above uses.

On-Farm Diversified Uses means uses that are secondary to the principal agricultural use of the property and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value-added agricultural products (cideries, breweries, wineries, smaller-scale ag product processing, etc.).

Owner means the registered Owner of the Lands and includes any successors, assigns, agents, partners and any affiliated corporation.

Professional Fees means the costs associated with the preparation and/or registration of any agreements, plans, designs, studies, or the carrying out of any services required for the project by an architect, engineer, designer, or other qualified professional or agency. For the purposes of this Plan, this definition does not include:

- Phase I & II Environmental Site Assessments (ESAs);
- A Designated Substances and Hazardous Materials Survey;
- A Remedial Work Plan; and,
- A Risk Assessment/Management Plan.

Redevelopment means the creation of new units, uses or lots on previously developed land in existing communities, including brownfield sites.

Targeted Sector means an employment sector or industry that the Township considers of significant importance to the diversification, growth, and resiliency of the local economy, which may be identified from time to time by the Township in its sole discretion.

APPENDIX C

FINANCIAL INCENTIVE APPLICATION REVIEW CRITERIA

CIP APPLICATION REVIEW FORM

This CIP is not intended to fund all property improvements, but rather those eligible projects that are most aligned with the guiding principles and goals of the plan, and priorities of the Township. This CIP Application Review Form is designed to guide the Township through the review of applications, while also helping applicants to better understand the criteria on which their proposals are evaluated. This Form is not intended to be a “pass / fail” exercise, but more of a consistent and transparent methodology for the review of CIP applications – the Township may exercise full discretion in their assessment and decision on any application for funding under the CIP.

INSTRUCTIONS

1. This Form should only be completed after reading the Lucan Biddulph Community Improvement Plan in its entirety.
2. This Form should be completed by the CIP Coordinator and each member of the Implementing Committee (if applicable) prior to engaging in the discussion and/or development of any recommendations on a CIP application. Alternatively, one form may be completed as a group for an application.
3. Complete the relevant sections of this Form, indicating the level of compliance with the general eligibility criteria, program-specific eligibility criteria, and alignment with the guiding principles and goals of the CIP, as follows:

C = Compliant

PC = Partially Compliant

NC = Not Compliant

NA = Not Applicable

4. A comment section is provided beside each of the criteria in this Form to allow for a brief summarization of the individual reviewer’s thought process and/or to provide further explanation related to their assessment, where necessary.
5. This Form is intended to be made available to the applicant in order to help provide feedback and understanding on the review and decision-making process.

Applicant: _____ Location: _____

Description of Proposal: _____

- | | | |
|-----------------------|---|---|
| Applicable Program(s) | <input type="checkbox"/> 5.1 Beautification Program | <input type="checkbox"/> 5.4 Industrial Stimulus Program |
| | <input type="checkbox"/> 5.2 Rural Opportunity Program | <input type="checkbox"/> 5.5 Additional Residential Unit Program |
| | <input type="checkbox"/> 5.3 Conversion, Expansion, & Redevelopment Program | <input type="checkbox"/> 5.6 Affordable Rental Housing Unit Program |
| | | <input type="checkbox"/> 5.7 Accessibility Program |

Form Completed By: _____

PART 1 – GUIDING PRINCIPLES & GOALS REVIEW

Goal	C	PC	NC	NA	Summary / Notes
Balancing Population Growth with Economic Growth					
Increase opportunities for more commercial activity and job creation in the community/settlement areas					
Support economic development and commercial initiatives in the rural area to help diversify the rural economy					
Encourage the creation of new affordable rental housing units to improve housing affordability and choice					
Community Accessibility & Mobility					
Reduce the number of buildings and sites in the community that are not fully barrier-free and accessible to everyone (both public and private)					
Improve pedestrian / non-motorist experience, safety, and mobility, particularly along main roads and corridors					
Community Recreation & Public Space					
Increase the number and diversity of public gathering, recreation, and/or civic spaces in the community					
Improve existing rural recreational community spaces, including their connections to one another as well as throughout the community					

Goal	C	PC	NC	NA	Summary / Notes
Supporting Culture, Heritage, & Community Identity					
Promote conservation and enhancement of heritage buildings, spaces, and/or features in the community (both designated and undesignated)					
Encourage high quality development/redevelopment which embody the identity of Lucan Biddulph					
Main Street Beautification & Revitalization					
Support visually appealing development/redevelopment of buildings and sites along main corridors					
Reduce the number of vacant or underutilized buildings and sites in the community core					

PART 2 – GENERAL REVIEW

Criteria	C	PC	NC	NA	Summary / Notes
Is the project located within an eligible area for the program?					
Are the project works considered eligible for the program?					
Does the project meet the eligibility criteria for the specific grant program?					
If the project involves one or more funding programs, are they eligible to be combined?					
Is the project good design/high quality?					
Does the project genuinely contribute to the improvement of the community?					
Is the project a permanent improvement? If not, is the proposal appropriate given the location and situational context of the property?					

Criteria	C	PC	NC	NA	Summary / Notes
Is the project feasible?					
How much funding has been obtained for the project through other public sources or programs?					
Does the project comply with and/or conform with all applicable by-laws, policies, guidelines, and legislation? If not, does the project allow the applicant to do so?					
In your opinion, do you believe the project constitutes the type of Community Improvement intended to be funded through the CIP?					

APPENDIX D

INDUSTRIAL STIMULUS PROGRAM SCORING CRITERIA

INDUSTRIAL STIMULUS PROGRAM SCORING CRITERIA

The following scoring criteria will be used by the CIP Coordinator and/or the Implementing Committee to determine the amount of the Development Charge Grant for eligible projects administered under Section 5.4. All metrics outlined below must be substantiated by supporting information, invoices, receipts, and/or other documentation provided by the owner/applicant, to the satisfaction of the Township. All scoring shall be carried out by the Township in its sole discretion.

1. Targeted Sector

Targeted/Non-Targeted Sector	Points
Targeted	4
Non-Targeted	1

2. Construction Value

Construction Value based on building permit(s)	Points
\$200,000 – \$750,000	1
\$750,000 – \$2,000,000	2
\$2,000,000 – \$5,000,000	3
\$5,000,000+	4

3. Full Time Jobs Created/Retained

Full time Jobs Created/Retained	Points
1-9	4
10-19	5
20-34	6
35-50	7
51-74	8
75-100	9
100+	10

4. Level of Strategic Economic Significance

Level of Strategic Economic Significance	Points
Low	1
Lesser	2
Moderate	3
Greater	4
High	5

5. Total Score and Incentive Level Awarded

Combining the scores from each of the four metrics listed above for an eligible project, the Total Score will determine the maximum percentage of a development charge that may be paid as a grant following project completion.

Total Score	Incentive Level
0-9	No Grant
10	40%
11	45%
12	50%
13	55%
14	60%
15	65%
16	70%
17	75%
18+	80%

**MEETING DATE:**

TO: Mayor and Members of Council
FROM: Lisa deBoer, Economic Development & Communications Officer
REPORT NO.: EDC-05-2021
SUBJECT: Temporary Office Space for Dr. Mia Viguera

RECOMMENDATION:

THAT Report No. EDC-05-2021 be received;

AND THAT Council direct staff to continue to investigate the cost of leasing and servicing of a mobile trailer unit for the temporary use of Dr. Mia Viguera due to the loss of her current facility;

AND FURTHER THAT staff bring forward a summary of costs and a proposed leasing agreement with Dr. Viguera at the next Council meeting.

PURPOSE:

The purpose of this report is to provide Council members an update on the relocation of Dr. Mia Viguera to a suitable and accessible office space within Lucan Biddulph.

BACKGROUND:

Earlier this year, the office building located at 280 Main Street was sold to Z-Modular for the redevelopment of the site. In order to do this, the developer will be demolishing the current structure which is the location of Dr. Mia Viguera's family physician practice. Dr. Viguera has been verbally advised that she will need to vacate her office by the end of September. Since the sale of this building, staff have been working with Dr. Viguera to find a suitable and accessible location within our municipality. We have heard from many citizens the importance that Dr. Viguera's practice remain in our community. From 2008-2016, the Township committed funding for physician recruitment as at that time it was designated as an Underserviced Community. Physician's that committed to an agreement with the Township received an incentive that varied between each of the 3 physician's that were recruited during this time. In total, the Township funded \$55,000 towards physicians between 2008-2017.

DISCUSSION:

Over the last couple of months, staff have been working with Dr. Viguera to find a temporary space for her practice but unfortunately there were not any suitable and accessible locations that suited her needs. During staff discussions, the idea of a mobile trailer unit was proposed as an option and this was discussed with Dr. Viguera to determine if she would be open to this idea. Staff have preliminarily investigated some options and due to an increasing demand of these units, inventory is low and a new unit would have to be built with an approximately leasing cost of \$4300/month with a 6-8 week construction. Staff would also have to find a suitable location for this trailer as water and sewer services would be required. Dr. Viguera has requested that staff come to Council to consider this option for her new temporary location and a leasing agreement be entered into with Dr. Viguera that is suitable for both the Township and Dr. Viguera.

IMPACT TO BUDGET:

As no budget has been determined for this proposal, it is suggested that staff bring forward a costing plan for the mobile trailer including leasing and servicing costs as well as a proposed leasing agreement amount with Dr. Viguera.

STRATEGIC PLAN:

This matter aligns with following strategic priorities: Growth Management, Healthy Communities and Accessibility of Services.

ATTACHMENTS: NONE

Lisa deBoer

Lisa deBoer
Economic Development & Communications Officer

TOWNSHIP OF LUCAN BIDDULPH RESOLUTION

DATE: April 20, 2021

RESOLUTION NO. _____

MOVED BY: _____

SECONDED BY: _____

RESOLVED That the Council of the Township of Lucan Biddulph receive the attached accounts as paid for information, as follows:

March 2021	\$ 1,543,668.96
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RESOLUTION CARRIED

MAYOR

Accounts Payable

Bank Of Montreal - General Cheque Register By Date

03/01/2021 thru 03/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
025639	03/01/2021 Invoice E147	001393	BRANDER STEEL INDUSTRIES LTD 02/01/2021 CHRISTMAS LIGHTS	387.93
025640	03/01/2021 Invoice IN353776	002517	CANADA'S FINEST COFFEE 02/24/2021 COFFEE	72.50
025641	03/01/2021 Invoice 196660	002483	CITY OF LONDON 02/08/2021 WATER	15,681.63
025642	03/01/2021 Invoice 763522	003425	COMPASS MINERALS CANADA 02/11/2021 SALT	3,662.30
025643	03/01/2021 Invoice Feb 2021	002877	DANE VANDERMOLEN 02/23/2021 DRIVERS MEDICAL	120.00
025644	03/01/2021 Invoice 8952	003299	DATA FIX 02/17/2021 ELECTIONS	1,378.60
025645	03/01/2021 Invoice 232586 Invoice 225202	001263	DILLON CONSULTING LIMITED 02/23/2021 LEGAL/STORM POND MONITORING 10/19/2020 PHASE II LUCAN ESTATES	1,279.89 579.69
025646	03/01/2021 Invoice 6875	002796	DOWLER KARN 01/31/2021 FUEL	90.97
025647	03/01/2021 Invoice 906586	001085	GEORGIAN BAY FIRE & SAFETY 02/20/2021 R&M BUILDING	285.89
025648	03/01/2021 Invoice R2148508	001772	HURONIA 01/31/2021 PROPANE	47.46
025649	03/01/2021 Invoice IM91190	001408	HYDE PARK EQUIPMENT LTD 02/11/2021 MOWER MAINTENANCE	38.13
025650	03/01/2021 Invoice 5626	002557	JASON FEDDEMA 02/19/2021 2020 MAINTENANCE	1,966.20
025651	03/01/2021 Invoice INV131381 Invoice INV131529 Invoice INV131556	002998	KTI LIMITED 02/12/2021 SOFTWARE SUPPORT 02/22/2021 Meters 02/23/2021 Meters	8,585.92 12,340.07 10,824.95
025652	03/01/2021 Invoice FEB 2021	003047	LIBRO CREDIT UNION 02/26/2021 [REDACTED]	655.68
025653	03/01/2021 Invoice PF-1354-03830	001998	LOCAL AUTHORITY SERVICES LTD. 02/12/2021 DIESEL	5,725.05
025654	03/01/2021 Invoice Feb 2021	002191	LOYENS, TRACY 02/11/2021 BOOSTER STATION ORDER	94.01
025655	03/01/2021 Invoice Feb 2021	003405	MCFALLS, MATT 02/18/2021 GRINDER REPAIR	71.76
025656	03/01/2021 Invoice 2103359862	003238	MESSER CANADA INC 15687 02/01/2021 SHOP SUPPLIES	176.03
025657	03/01/2021	001168	MINISTER OF FINANCE	1,069.61

Accounts Payable

Bank Of Montreal - General Cheque Register By Date

03/01/2021 thru 03/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
	Invoice RECON 2020		02/01/2021 RECON 2020	1,069.61
025658	03/01/2021 Invoice 015607	003120	MRC SYSTEMS 12/23/2020 NEW PAGERS	381.38
025659	03/01/2021 Invoice 3877	002382	MURALS IN METAL 02/18/2021 SHAMROCK SCULPTURE	9,040.00
025660	03/01/2021 Invoice 2123177 Invoice 2125308	002348	OWEN SOUND HIGHWAY MAINTENANCE 02/25/2021 CONTRACTED SERVICES 02/25/2021 MISCELLANEOUS EQUIPMENT	6,670.33 4,664.58 2,005.75
025661	03/01/2021 Invoice 76597 Invoice 76643 Invoice 76702	001195	PROMECHANICAL TRUCK REPAIRS 02/04/2021 SHOP SUPPLIES 02/09/2021 WESTERN STAR 02/18/2021 RESCUE REPAIR	1,457.79 97.11 237.30 1,123.38
025662	03/01/2021 Invoice 21-90201-1	001219	ROESTENBERG WELDING LTD 02/18/2021 WESTERN STAR	367.25
025663	03/01/2021 Invoice 8101207678	002024	SHRED-IT INTERNATIONAL ULC 02/07/2021 PAPER SHREDDING	190.88
025664	03/01/2021 Invoice 21-0017 Invoice 20-0671	001372	SPRIET ASSOCIATES 01/31/2021 BLAKE DRAIN 12/16/2020 B-10 2020 SEVERANCE	11,488.71 11,300.00 188.71
025665	03/01/2021 Invoice 0221-38108	003449	VALCO REAL ESTATE APPRAISERS & CONSULTANTS 02/18/2021 APPRAISAL	3,390.00
025666	03/01/2021 Invoice Feb 2021	003199	VAN PRAET MARTY 02/26/2021 SIDEWALK STAKES	50.85
025667	03/01/2021 Invoice refund-01	003450	 03/01/2021 Refund Credit-Tax Account	171.84
025668	03/01/2021 Invoice 015540	003120	MRC SYSTEMS 12/14/2020 NEW PAGERS	5,948.32
025669	03/16/2021 Invoice 0000158524 Invoice 0000158712	002578	A.J. STONE 03/04/2021 CERTIFY SCBA 03/12/2021 LIFE VEST	3,143.84 1,530.02 1,613.82
025670	03/16/2021 Invoice 7048	001016	AUSABLE BAYFIELD CONSERVATION 02/17/2021 TREES	6,031.50
025671	03/16/2021 Invoice 861	003452	BAROUDI LAW PROFESSIONAL CORPORATION 03/04/2021 LPAT APPEAL	2,570.75
025672	03/16/2021 Invoice 1440	003349	BERG CHILLING SYSTEMS 02/26/2021 REFRIDGERATION EXPENSE	9,605.00
025673	03/16/2021 Invoice 2021/0695 Invoice 2021/0694	001546	CEDAR SIGNS 03/09/2021 SIGNS 03/09/2021 SIGNS	2,192.34 1,661.27 531.07
025674	03/16/2021 Invoice 3949	001039	CHAPARAL FENCING LTD. 02/28/2021 SNOW REMOVAL	2,124.40 395.50

Accounts Payable

Bank Of Montreal - General Cheque Register By Date

03/01/2021 thru 03/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
	Invoice 3950		02/28/2021 CONTRACTED SERVICES	1,728.90
025675	03/16/2021	003451	CHUBB FIRE & SECURITY CANADA INC.	1,061.87
	Invoice 1451031		01/27/2021 MAINTENANCE SUPPLIES	1,061.87
025676	03/16/2021	001277	CLARKE'S FOOD MART	1,199.83
	Invoice 28541		02/12/2021 FUEL	74.00
	Invoice 28552		02/16/2021 FUEL	50.00
	Invoice 28488		02/01/2021 FUEL	88.75
	Invoice 28501		02/04/2021 FUEL	111.75
	Invoice 28503		02/04/2021 FUEL	36.64
	Invoice 28504		02/04/2021 FUEL	192.94
	Invoice 28528		02/09/2021 FUEL	78.68
	Invoice 28549		02/14/2021 FUEL	102.56
	Invoice 28555		02/16/2021 FUEL	80.09
	Invoice 28567		02/18/2021 FUEL	63.70
	Invoice 28608		02/25/2021 FUEL	2.49
	Invoice 28613		02/26/2021 FUEL	95.06
	Invoice 28620		02/27/2021 FUEL	223.17
025677	03/16/2021	002637	COMPUGEN INC.	210.68
	Invoice 9258809		02/24/2021 PHOTOCOPIER CHARGES	210.68
025678	03/16/2021	001273	CONSEIL SCOLAIRE CATHOLIQUE PROVIDENCE	1,552.32
	Invoice Q1 2021 Levy		03/01/2021 Q1 2021 LEVY	1,812.50
	Invoice 2020 Final Supp		03/01/2021 2020 FINAL SUPP	-260.18
025679	03/16/2021	001274	CONSEIL SCOLAIRE VIAMONDE	900.19
	Invoice Q1 2021 Levy		03/01/2021 Q1 2021 LEVY	1,035.25
	Invoice 2020 Final Supp		03/01/2021 2020 FINAL SUPP	-135.06
025680	03/16/2021	002755	CRAIG WILLIAMS	125.00
	Invoice Mar 2021		03/09/2021 DRIVERS MEDICAL	125.00
025681	03/16/2021	001679	DEBOER LISA	178.42
	Invoice Aug 2020		08/25/2020 OUTDOOR CONCERT	178.42
025682	03/16/2021	001216	E.S. HUBBELL & SONS LTD	451.14
	Invoice 1023747		02/24/2021 TRACKLESS	451.14
025683	03/16/2021	003457	[REDACTED]	803.50
	Invoice march 2021		03/09/2021 REFUND - TAX PAYMENT	803.50
025684	03/16/2021	001085	GEORGIAN BAY FIRE & SAFETY	385.90
	Invoice 906692		02/23/2021 LIBRARY EXPENSE	385.90
025685	03/16/2021	003453	[REDACTED]	142.80
	Invoice Mar. 2021		03/05/2021 VOLLEYBALL REFUND	142.80
025686	03/16/2021	001813	HURON MOTOR PRODUCTS	56,795.14
	Invoice 255584		02/28/2021 TARP	1,084.80
	Invoice 108738		02/19/2021 2021 SILVERADO	55,710.34
025687	03/16/2021	001100	HURON TRACTOR	467.17
	Invoice H31076		03/03/2021 TRACKLESS	337.96
	Invoice H30729		03/01/2021 TRACKLESS	129.21
025688	03/16/2021	001772	HURONIA	47.46

Accounts Payable

Bank Of Montreal - General Cheque Register By Date

03/01/2021 thru 03/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
	Invoice R2154254		02/28/2021 PROPANE	47.46
025689	03/16/2021	003404	LANGFORD AUTO APC	435.29
	Invoice 1313898		02/05/2021 MAINTENANCE SUPPLIES	22.35
	Invoice 1313930		02/08/2021 GREASE/OIL	344.09
	Invoice 1314071		02/17/2021 TOOLS/SHOP SUPPLIES	24.96
	Invoice 1314228		02/25/2021 MAINTENANCE	8.20
	Invoice 1314236		02/25/2021 WESTERN STAR	35.69
025690	03/16/2021	001129	LANGFORD LUMBER	632.22
	Invoice 0484691		02/04/2021 MAINTENANCE SUPPLIES	11.28
	Invoice 1060882		02/11/2021 MAINTENANCE SUPPLIES	5.07
	Invoice 1060946		02/12/2021 MAINTENANCE SUPPLIES	79.01
	Invoice 1061311		02/18/2021 MAINTENANCE SUPPLIES	37.92
	Invoice 1061776		02/25/2021 MAINTENANCE SUPPLIES	18.63
	Invoice 2158037		02/25/2021 MAINTENANCE SUPPLIES	1.57
	Invoice 0484635		02/03/2021 MAINTENANCE SUPPLIES	62.56
	Invoice 2157717		02/11/2021 MAINTENANCE SUPPLIES	41.79
	Invoice 0485083		02/16/2021 MAINTENANCE SUPPLIES	8.44
	Invoice 1061091		02/16/2021 MAINTENANCE SUPPLIES	5.63
	Invoice 0485137		02/17/2021 MAINTENANCE SUPPLIES	161.36
	Invoice 1061391		02/19/2021 MAINTENANCE SUPPLIES	30.49
	Invoice 1061599		02/23/2021 MAINTENANCE SUPPLIES	8.44
	Invoice 1061697		02/24/2021 MAINTENANCE SUPPLIES	88.68
	Invoice 2157989		02/24/2021 MAINTENANCE SUPPLIES	47.75
	Invoice 1061833		02/26/2021 SHOP SUPPLIES	10.06
	Invoice 1061279		02/18/2021 SHOP SUPPLIES	10.16
	Invoice 1061088		02/16/2021 SHOP SUPPLIES	3.38
025691	03/16/2021	001913	LERNERS LLP	7,040.41
	Invoice 40039901		02/26/2021 LEGAL/CONSULTANTS	5,537.00
	Invoice 40039902		02/26/2021 LEGAL/CONSULTANTS	1,503.41
025692	03/16/2021	001272	LONDON DISTRICT CATHOLIC SCHOOL BOARD	56,889.52
	Invoice Q1 2021 Levy		03/01/2021 Q1 2021 LEVY	58,920.75
	Invoice 2020 Final Supp		03/01/2021 2020 FINAL SUPP	-2,031.23
025693	03/16/2021	002300	LONDON FIRE EQUIPMENT LTD.	553.70
	Invoice A120758		03/09/2021 MAINTENANCE- SCOUT HALL	73.45
	Invoice 120841		03/11/2021 MAINTENANCE - ARENA	480.25
025694	03/16/2021	002191	LOYENS, TRACY	39.41
	Invoice March 2021		03/11/2021 BOOT COVERS	39.41
025695	03/16/2021	002584	LUCAN AUTOMOTIVE	491.55
	Invoice 0987		01/29/2021 2013 GMC	468.95
	Invoice 0986		01/28/2021 INSPECTION STICKERS	22.60
025696	03/16/2021	002621	MAGUIRE, KELLY	1,356.00
	Invoice 99		02/28/2021 Property Maintenance	1,356.00
025697	03/16/2021	003454	[REDACTED]	142.80
	Invoice Mar 2021		03/05/2021 VOLLEYBALL REFUND	142.80
025698	03/16/2021	003238	MESSER CANADA INC 15687	213.69
	Invoice 2103429610		02/25/2021 TOOLS/SHOP SUPPLIES	213.69
025699	03/16/2021	003250	MINISTRY OF FINANCE	55,847.00

Accounts Payable

Bank Of Montreal - General Cheque Register By Date

03/01/2021 thru 03/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
	Invoice	202302211243015	02/28/2021 JANUARY OPP	55,847.00
025700	03/16/2021	002929	OMI CANADA INC.	13,120.87
	Invoice	691130-05-01	03/09/2021 WATER	13,120.87
025701	03/16/2021	001843	ONTARIO CLEAN WATER AGENCY	20,710.41
	Invoice	INV00000009717	02/28/2021 CHESTNUT STREET PUMP STATION	3,491.82
	Invoice	INV00000009715	02/28/2021 JANUARY CAPITAL BILLING	792.50
	Invoice	INV00000009714	02/28/2021 JANUARY CAPITAL - GRANTON	3,296.26
	Invoice	INV00000009866	03/01/2021 CONTRACTED SERVICES	13,129.83
025702	03/16/2021	003022	ORKIN CANADA CORPORATION	91.53
	Invoice	C-2441307	02/10/2021 MAINTENANCE	91.53
025703	03/16/2021	001195	PROMECHANICAL TRUCK REPAIRS	1,424.53
	Invoice	76740	02/23/2021 TOOLS/SUPPLIES	64.24
	Invoice	76760	02/25/2021 WESTERN STAR	566.94
	Invoice	76768	02/25/2021 WESTERN STAR	53.93
	Invoice	76778	02/26/2021 FREIGHTLINER	739.42
025704	03/16/2021	001735	QUADIENT LEASING CANADA LTD.	129.94
	Invoice	6245869	03/01/2021 POSTAGE MACHINE RENTAL	129.94
025705	03/16/2021	001268	RECEIVER GENERAL FOR CANADA	941.51
	Invoice	20210033483	03/01/2021 RADIO RENEWAL	941.51
025706	03/16/2021	003279	RECEIVER GENERAL FOR CANADA	71.62
	Invoice	mar 2021	03/04/2021 BBF CPP 2020 PENALTY	71.62
025707	03/16/2021	003455	[REDACTED]	142.80
	Invoice	Mar 2021	03/05/2021 VOLLEYBALL REFUND	142.80
025708	03/16/2021	001271	THAMES VALLEY DISTRICT SCHOOL	305,720.78
	Invoice	Q1 2021 Levy	03/01/2021 Q1 2021 LEVY	295,999.75
	Invoice	2020 Final Supp	03/01/2021 2020 FINAL SUPP	9,721.03
025709	03/16/2021	003458	THE ROYAL CANADIAN LEGION	570.00
	Invoice	Jan 2021	01/05/2021 ADVERTISING	570.00
025710	03/16/2021	001270	TREASURER, COUNTY OF MIDDLESEX	772,891.46
	Invoice	Q1 2021 Levy	03/01/2021 Q1 2021 LEVY	721,512.50
	Invoice	2020 Final Supp	03/01/2021 2020 FINAL SUPP	51,378.96
025711	03/16/2021	003352	VAN ROESTEL CONTRACTING LTD.	3,503.00
	Invoice	20210303	03/03/2021 WINTER CONTROL	3,503.00
025712	03/16/2021	002960	WASTE CONNECTIONS OF CANADA INC.	284.94
	Invoice	7120-0000859003	02/28/2021 MAINTENANCE	284.94
025713	03/16/2021	001231	WSIB	298.49
	Invoice	3107914 rec 2020	12/31/2020 2020 RECONCILIATION	298.49
025714	03/16/2021	003456	[REDACTED]	142.80
	Invoice	Mar 2021	03/05/2021 VOLLEYBALL REFUND	142.80
025715	03/16/2021	003459	PERFECTMIND INC.	5,650.00
	Invoice	LUC20210305	03/05/2021 SUBSCRIPTION	5,650.00

Accounts Payable

Bank Of Montreal - General Cheque Register By Date

03/01/2021 thru 03/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
025716	03/16/2021 Invoice 6734950	001261	TECHNICAL STANDARDS & SAFETY 02/14/2021 RENEWAL - JESSE MANDERS	73.00
025717	03/29/2021 Invoice March 2021	002183	BURGHARDT-JESSON, CATHY 03/16/2021 REIMBURSEMENT	165.56
025718	03/29/2021 Invoice March 2021	003138	DAVE ZWIEP 03/18/2021 MOVIE NIGHT - DEPOSIT	150.00
Cheque Register Total -				1,444,005.70

Accounts Payable

Invoices Paid Online Municipal Cheque Register By Date
03/01/2021 thru 03/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
001836	03/08/2021 Invoice Feb 2021	002986	MASTERCARD - BB FIRE 02/28/2021 MASTERCARD PURCHASES	21.97
001837	03/08/2021 Invoice Feb 2021	002985	MASTERCARD - MUN. OFFICE 02/28/2021 MASTERCARD PURCHASES	6,675.73
001838	03/08/2021 Invoice Feb 2021	002987	MASTERCARD - PARKS & REC. 02/28/2021 MASTERCARD PURCHASES	53.07
001839	03/29/2021 Invoice 0321-3690	002574	BELL MOBILITY 03/08/2021 Cell Phones	249.52
001840	03/29/2021 Invoice 0321-1224	002474	BELL PWB 227-1224 03/01/2021 P.W. Building Phone	176.72
001841	03/29/2021 Invoice 0321-0565	003331	BELL, ARENA 227-0565 03/01/2021 FIRE LINE	49.85
001842	03/29/2021 Invoice 25531 Invoice 25502 Invoice 103356 Invoice 103357	001028	BLUEWATER RECYCLING ASSOC 02/28/2021 FEB DISPOSAL 03/03/2021 MARCH AUTOMATED 02/28/2021 YD WASTE LIFT 02/28/2021 YD WASTE LIFT	17,485.21 6,232.49 10,982.40 62.87 207.45
001843	03/29/2021 Invoice 0221-5250	002453	HYDRO, CROSSING LT. 315250 02/23/2021 Hydro One, Crossing Lights	101.31
001844	03/29/2021 Invoice 0221-7124 Invoice 0321-7124	002439	HYDRO, MUSEUM 927124 02/11/2021 Hydro One, Museum 03/08/2021 Hydro One, Museum	724.75 361.43 363.32
001845	03/29/2021 Invoice 0221-2711	002731	HYDRO, OFFICE/LIBRARY 2711 02/23/2021 Municipal Office/Library	1,228.19
001846	03/29/2021 Invoice 0221-0821 Invoice 0321-0821	002566	HYDRO, PWB 210821 02/11/2021 Hydro One, Public Works Bldg. 03/09/2021 Hydro One, Public Works Bldg.	1,486.52 741.85 744.67
001847	03/29/2021 Invoice 0221-7254 Invoice 0321-7254	002436	HYDRO, SCOUT HALL 407254 02/11/2021 Hydro One, Scout Hall 03/08/2021 Hydro One, Scout Hall	265.03 129.69 135.34
001848	03/29/2021 Invoice 0321-6868-2 Invoice 0321-6868-1	002570	HYDRO, ST. LIGHTS 116868 03/08/2021 Hydro One, Street Lights 03/08/2021 Hydro One, Street Lights	1,556.89 1,537.00 19.89
001849	03/29/2021 Invoice 0321-4780	003403	HYDRO, ST. LIGHTS 494780 03/04/2021 Hydro One, Ridge Crossing 1	38.71
001850	03/29/2021 Invoice 0221-8601	002569	HYDRO, ST. LIGHTS 538601 02/19/2021 Hydro One, 0 Watson St.	466.96
001851	03/29/2021 Invoice 0321-3502	003289	HYDRO, ST. LIGHTS 693502 03/04/2021 Hydro, St. Lights Ind Park	32.97
001852	03/29/2021 Invoice 0221-7958	002451	HYDRO, ST. LIGHTS 807958 02/22/2021 Hydro One, 1 Conc. Lot 25	134.27

Accounts Payable

Invoices Paid Online Municipal Cheque Register By Date
03/01/2021 thru 03/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
001853	03/29/2021 Invoice 0321-4365	003442	HYDRO, ST. LIGHTS 864365 03/04/2021 Hydro Spencer Ave.	160.38
001854	03/29/2021 Invoice 0221-3632 Invoice 0321-3632	002441	HYDRO, WATER TOWER 493632 02/11/2021 Hydro One, Water Tower 03/08/2021 Hydro One, Water Tower	1,376.18 638.24 737.94
001855	03/29/2021 Invoice Feb 2021	001168	MINISTER OF FINANCE 02/28/2021 FEB 2021 EHT REMITTANCE	2,361.08
001856	03/29/2021 Invoice Feb 2021	002616	OMERS 02/28/2021 OMERS	17,447.44
001857	03/29/2021 Invoice 0321-10324606	002702	QUADRO - MUN. OFFICE/PARKS&REC. 03/06/2021 Mun. Office/Parks&Rec.	1,102.54
001858	03/29/2021 Invoice March 2021 Invoice Feb 2021	001983 Group	RWAM INSURANCE ADMINISTRATORS 03/01/2021 GROUP PREMIUM 02/28/2021 COST PLUS	9,738.72 2,999.59 6,739.13
001859	03/29/2021 Invoice 0221-5002	002585	STAPLES - OFFICE 02/26/2021 Office Supplies	102.13
001860	03/29/2021 Invoice 0221-2145	002691	U. GAS - OFFICE/LIBRARY 2145 02/26/2021 OFFICE/LIBRARY HEAT	870.72
001861	03/29/2021 Invoice 0221-1545 Invoice 0321-1545	002469	U. GAS PW BLDG. 1545 02/08/2021 Public Works Heat 03/08/2021 Public Works Heat	1,953.25 925.37 1,027.88
001862	03/29/2021 Invoice Feb 2021	001231	WSIB 02/28/2021 WSIB	3,304.48
Cheque Register Total -				69,164.59

Accounts Payable

Invoices Paid Online - Water Cheque Register By Date

03/01/2021 thru 03/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
000317	03/29/2021	002476	BELL, LW BOOSTER STN 227-1017	222.41
	Invoice 0321-1017		03/01/2021 Water Booster Station Telephon	222.41
000318	03/29/2021	002618	HYDRO, 34395 GRANTON LINE, LW	1,304.82
	Invoice 0221-6133		02/11/2021 Granton Water Supply	1,304.82
000319	03/29/2021	002455	HYDRO, LWATER 027813	4,141.48
	Invoice 0321-7813		03/01/2021 Hydro One, Water Booster Stn.	4,141.48
000320	03/29/2021	002461	HYDRO, LWATER 049957	35.38
	Invoice 0321-9957		03/03/2021 Hydro One, 4 Conc. Lot 30	35.38
Cheque Register Total -				5,704.09

Accounts Payable

Invoices Paid Online - Sewer Cheque Register By Date

03/01/2021 thru 03/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount
000633	03/29/2021 Invoice 0321-1409	002477	BELL L. SEWER 227-1409 03/01/2021 Lucan Sewer Telephone	314.93 314.93
000634	03/29/2021 Invoice 0321-1393	002473	BELL L. SEWER 227-1393 03/01/2021 Nicoline Dev. Telephone	68.77 68.77
000635	03/29/2021 Invoice 0321-10226077	003001	HAY COMMUNICATIONS 03/01/2021 Alarm System	79.10 79.10
000636	03/29/2021 Invoice 0321-6752	002444	HYDRO, L. SEWER 416752 03/01/2021 Hydro One, 6242 Fallon Dr.	8,678.09 8,678.09
000637	03/29/2021 Invoice 0221-7325	002567	HYDRO, L.S. 577325 02/22/2021 Hydro One 34195 Granton Line	1,190.82 1,190.82
000638	03/29/2021 Invoice 0221-0419 Invoice 0321-0419	002568	HYDRO, L.S. PUMP 780419 02/11/2021 Hydro One, Joseph St. Pump 03/08/2021 Hydro One, Joseph St. Pump	96.86 51.66 45.20
000639	03/29/2021 Invoice 0321-10304555	002564	QUADRO - L. SEWER 555 03/06/2021 Lucan Sewer Telephone	386.30 386.30
000640	03/29/2021 Invoice 0321-6155	003044	U. GAS SEWER 6155 03/08/2021 34195 Granton Line Gas	607.39 607.39
Cheque Register Total -				11,422.26

Accounts Payable
 ARENA BANK Cheque Register By Date
 03/01/2021 thru 03/31/2021

Cheque Number	Cheque Date	Vendor Nbr	Payee	Cheque Amount	Cheque Amount
000760	03/29/2021	002443	HYDRO, ARENA 425990		8,283.85
	Invoice 0221-5990		02/26/2021 Hydro One 263 Main Arena	8,283.85	
000761	03/29/2021	002456	HYDRO, ARENA 889687		187.00
	Invoice 0221-9687		02/11/2021 Hydro One, 263 Main St. BLDG.	108.53	
	Invoice 0321-9687		03/08/2021 Hydro One, 263 Main St. BLDG.	78.47	
000762	03/29/2021	002449	HYDRO, ARENA LIGHT 857734		251.08
	Invoice 0221-7734		02/11/2021 Hydro One, 263 Main St. Light	121.39	
	Invoice 0321-7734		03/08/2021 Hydro One, 263 Main St. Light	129.69	
000763	03/29/2021	002457	HYDRO, GRANTON PK 512579		72.11
	Invoice 0221-2579		02/11/2021 Hydro One, High St. Light 2	37.57	
	Invoice 0321-2579		03/10/2021 Hydro One, High St. Light 2	34.54	
000764	03/29/2021	002458	HYDRO, GRANTON PK. 201433		817.04
	Invoice 0221-1433		02/11/2021 Hydro One, High St. Light 1	356.51	
	Invoice 0321-1433		03/10/2021 Hydro One, High St. Light 1	460.53	
000765	03/29/2021	002435	HYDRO, MARKET PARK 117345		159.37
	Invoice 0221-7345		02/11/2021 Hydro One, Market St. Park	84.09	
	Invoice 0321-7345		03/08/2021 Hydro One, Market St. Park	75.28	
000766	03/29/2021	002442	HYDRO, SPLASH PAD 018334		83.40
	Invoice 0221-8334		02/11/2021 Hydro One, Splash Pad	43.03	
	Invoice 0321-8334		03/08/2021 Hydro One, Splash Pad	40.37	
000767	03/29/2021	002463	U. GAS ARENA 2022		2,077.64
	Invoice 0221-2022		02/26/2021 Heat-Pool,Arena,LionsShed	2,077.64	
000768	03/29/2021	002563	U. GAS ARENA 2061		1,433.85
	Invoice 0221-2061		02/26/2021 Heat-MainHall&Daycare	1,433.85	
000769	03/29/2021	002464	U. GAS SENIOR CTR 2137		6.98
	Invoice 0221-2137		02/26/2021 HEAT - SENIOR CENTRE	6.98	
				Cheque Register Total -	13,372.32

TOWNSHIP OF LUCAN BIDDULPH RESOLUTION

DATE: April 20, 2021

RESOLUTION NO. _____

MOVED BY: _____

SECONDED BY: _____

RESOLVED:

That the special council meeting minutes of April 12, 2021 and special meeting minutes of April 15, 2021 be approved as circulated/amended.

RESOLUTION CARRIED

MAYOR

TOWNSHIP OF LUCAN BIDDULPH RESOLUTION

DATE: April 20, 2021

RESOLUTION NO. _____

MOVED BY: _____

SECONDED BY: _____

THAT Report No. EDC-05-2021 be received;

AND THAT Council direct staff to continue to investigate the cost of leasing and servicing of a mobile trailer unit for the temporary use of Dr. Mia Viguera due to the loss of her current facility;

AND FURTHER THAT staff bring forward a summary of costs and a proposed leasing agreement with Dr. Viguera at the next Council meeting.

RESOLUTION CARRIED

MAYOR

TOWNSHIP OF LUCAN BIDDULPH RESOLUTION

DATE: April 20, 2021

RESOLUTION NO. _____

MOVED BY: _____

SECONDED BY: _____

RESOLVED:

That if no one cares to speak to these By-laws on their First, Second and Third Reading, that they be considered to have been read a First time and Passed, read a Second time and Passed, read a Third time and Passed, that they be numbered:

- 27-2021 Designation of CIPA & Adoption of CIP
- 28-2021 OPA No. 9 – Community Improvement Plan
- 29-2021 Execution of Site Plan Agreement (Vandermolen)
- 23-2021 Confirming Bylaw

RESOLUTION CARRIED

MAYOR

**TOWNSHIP OF LUCAN BIDDULPH
RESOLUTION**

DATE: April 20, 2021

RESOLUTION NO. _____

MOVED BY: _____

SECONDED BY: _____

RESOLVED:

That the Council meeting be adjourned at _____ p.m.

RESOLUTION CARRIED

MAYOR

THE CORPORATION OF THE TOWNSHIP OF LUCAN BIDDULPH

BY-LAW 27-2021

BEING A BY-LAW TO DESIGNATE A COMMUNITY IMPROVEMENT PROJECT AREA AND ADOPT A COMMUNITY IMPROVEMENT PLAN IN THE TOWNSHIP OF LUCAN BIDDULPH

WHEREAS the Council of the Corporation of the Township of Lucan Biddulph deems it appropriate to designate the whole of the Township of Lucan Biddulph, as shown in Schedule "A" attached hereto, as a Community Improvement Project Area pursuant to *Section 28(2) of the Planning Act, R.S.O. 1990. C. P.13, as amended;*

AND WHEREAS the Official Plan of the Township of Lucan Biddulph includes provisions to designate community improvement project areas and the subsequent preparation, adoption and implementation of 'community improvement plans' pursuant to the *Planning Act;*

AND WHEREAS the Council of the Corporation of the Township of Lucan Biddulph has provided for the preparation of the Lucan Biddulph Community Improvement Plan, attached hereto as Schedule "B", pursuant to *Section 28(4) of the Planning Act, R.S.O. 1990. C. P.13, as amended;*

AND WHEREAS the Council of the Corporation of the Township of Lucan Biddulph held an Open House on March 30th, 2021 and a Public Meeting on April 6th, 2021 with respect to the designation of the Community Improvement Project Area and Lucan Biddulph Community Improvement Plan, pursuant to its authority and responsibility under Sections 17 and 28 of the *Planning Act, R.S.O. 1990. C. P.13, as amended;*

NOW THEREFORE BE IT ENACTED BY THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF LUCAN BIDDULPH AS FOLLOWS:

1. **THAT:**The entirety of the Township of Lucan Biddulph, as shown in Schedule "A" attached hereto and forming part of this By-law, is hereby designated as the "Lucan Biddulph Community Improvement Project Area", pursuant to *Section 28(2) of the Planning Act.*
2. **THAT:**The Lucan Biddulph Community Improvement Plan, attached hereto as Schedule "B" and forming part of this By-law, is hereby adopted pursuant to *Section 28(4) of the Planning Act.*
3. **THAT:**This by-law shall come into force and effect on the date of its final passage in Open Council in accordance with the provisions of the *Planning Act, R.S.O. 1990, c.P.13, as amended.*

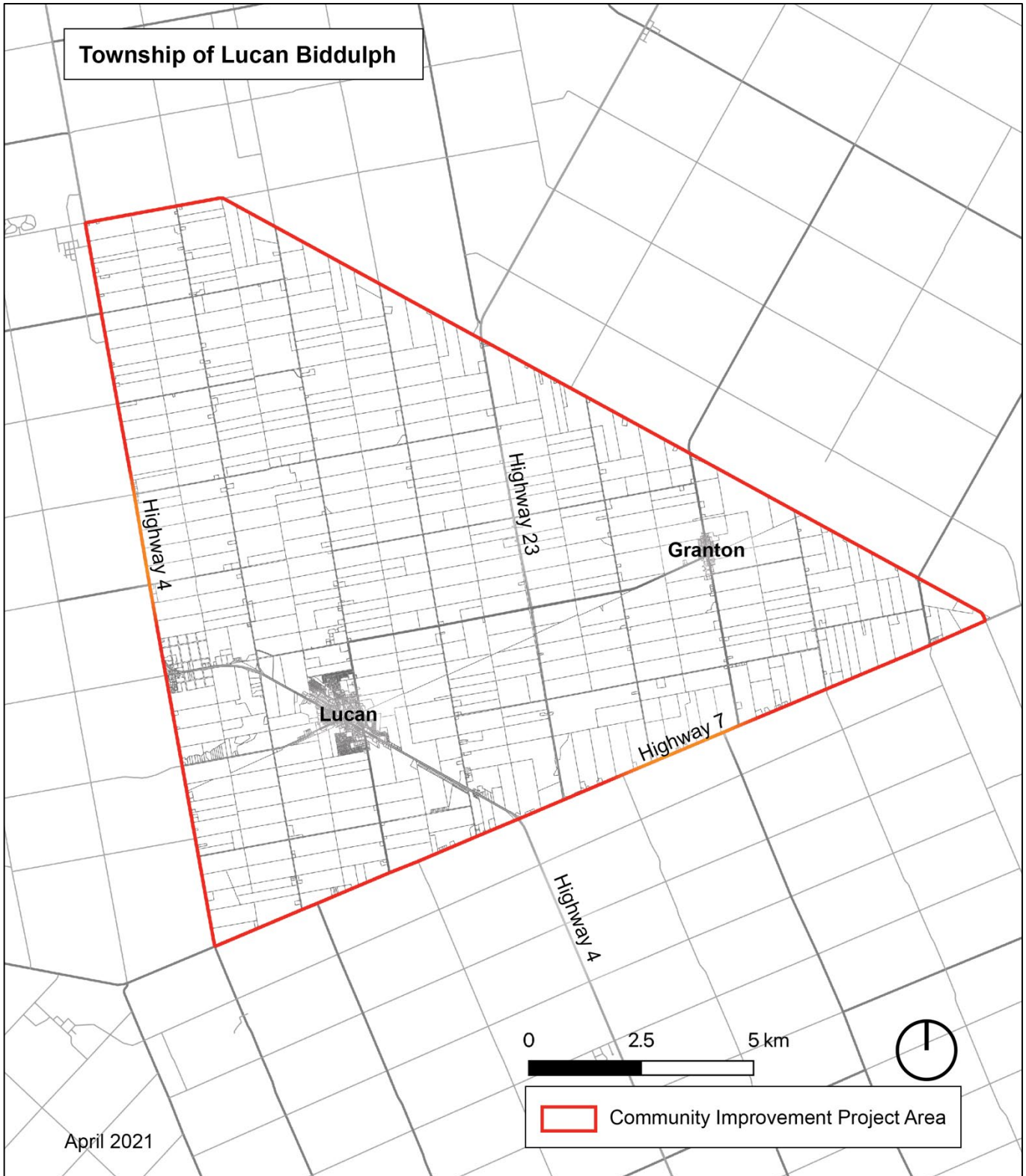
READ A FIRST, SECOND, AND THIRD TIME AND FINALLY PASSED IN OPEN COUNCIL THIS 20th DAY OF APRIL 2021.

Mayor

Clerk

THE CORPORATION OF THE TOWNSHIP OF LUCAN BIDDULPH

SCHEDULE "A" TO BY-LAW 27-2021
TOWNSHIP OF LUCAN BIDDULPH COMMUNITY IMPROVEMENT PROJECT AREA



THE CORPORATION OF THE TOWNSHIP OF LUCAN BIDDULPH
SCHEDULE "B" TO BY-LAW 27-2021
TOWNSHIP OF LUCAN BIDDULPH COMMUNITY IMPROVEMENT PLAN

Township of Lucan Biddulph

BY-LAW NO. 28-2021

BEING A BY-LAW TO ADOPT AMENDMENT NO.9 TO THE OFFICIAL PLAN OF THE TOWNSHIP OF LUCAN BIDDULPH RESPECTING THE LUCAN BIDDULPH COMMUNITY IMPROVEMENT PLAN

WHEREAS the Council of the Corporation of the Township of Lucan Biddulph has provided for the preparation of the Township of Lucan Biddulph Community Improvement Plan under the authority of the *Planning Act, R.S.O., 1990, c.P. 13, as amended*, of which necessitates and/or requires certain amendments to the Official Plan of the Township of Lucan Biddulph;

AND WHEREAS Section 17 of the *Planning Act, R.S.O., 1990, c.P. 13*, provides for the adoption of an official plan and amendments thereto;

AND WHEREAS Section 22 of the *Planning Act, R.S.O. 1990, c.P. 13*, permits persons or public bodies to request council to amend its official plan;

AND WHEREAS the requirements for giving notice and the holding of a public meeting of this amendment have been met;

AND WHEREAS the Council of the Corporation of the Township of Lucan Biddulph deems it advisable to amend the Official Plan of the Township of Lucan Biddulph;

NOW THEREFORE BE IT ENACTED BY THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF LUCAN BIDDULPH AS FOLLOWS:

1. **THAT:** Amendment No. 9 to the Official Plan of the Township of Lucan Biddulph consisting of the attached text is hereby adopted.
2. **THAT:** The Clerk is hereby authorized to make application to the County of Middlesex for approval of Amendment No. 9 to the Official Plan of the Township of Lucan Biddulph.
3. **THAT:** This By-law shall come into force and take effect on the day of the final passing thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED IN OPEN COUNCIL THIS 20th DAY OF APRIL, 2021.

Mayor

Clerk



**DRAFT AMENDMENT NO. 9
TO THE OFFICIAL PLAN
OF THE TOWNSHIP OF LUCAN BIDDULPH**

SUBJECT: LUCAN BIDDULPH COMMUNITY IMPROVEMENT PLAN

DATE: APRIL 2021



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Appendices

Appendix A: Lucan Biddulph Community Improvement Plan



**DRAFT Amendment No. 9 to the Official Plan of the
Township of Lucan Biddulph**

Township of Lucan Biddulph Community Improvement Plan

STATEMENT OF COMPONENTS

PART A - PREAMBLE introduces the actual Amendment but does not constitute part of Amendment No.9 to the Official Plan for the Township of Lucan Biddulph.

PART B - THE AMENDMENT consists of the following text, which constitutes Amendment No.9 to the Official Plan for the Township of Lucan Biddulph.

PART C - THE APPENDICES do not form part of Amendment No.9 but are provided to clarify the intent and to supply background information related to the Amendment.



PART A – PREAMBLE

1.0 PURPOSE AND EFFECT

The Township of Lucan Biddulph undertook the preparation of a Community Improvement Plan in 2020/2021. The purpose of Amendment No.9 is to:

- a) implement the necessary textual changes to relevant sections of the Official Plan as they relate to community improvement, to ensure consistency with the Section 28 of the *Planning Act* and the Township of Lucan Biddulph Community Improvement Plan.

2.0 LOCATION

This Amendment involves changes to textual components of the Official Plan which, within the scope of community improvement, are applicable to all lands within the Township of Lucan Biddulph.

3.0 BASIS OF THE AMENDMENT

The Amendment addresses the following circumstances:

- the preparation and adoption of the Lucan Biddulph Community Improvement Plan, which includes further scoping of the Township's goals, objectives and implementation policies respecting the designation of Community Improvement Project Areas and Community Improvement Plans.



PART B - THE AMENDMENT

4.0 INTRODUCTORY STATEMENT

All of this part of the document, entitled “Part B – The Amendment”, including the following text constitute Amendment No. 9 to the Official Plan of the Township of Lucan Biddulph. Please note the following details for the amendments described herein:

- a) A **BOLDING** indicates the addition of new text
- b) A ~~STRIKETHROUGH~~ indicates the removal of existing text
- c) EXISTING TEXT will be left unchanged in format

5.0 DETAILS OF THE AMENDMENT

Section 6.0 of the Official Plan of the Township of Lucan Biddulph is hereby amended as follows:

1. Subsection 6.1 is amended as follows:

“6.1 GOALS

- a) To improve existing infrastructure and facilities where required;
- b) To improve the appearance of the community;
- c) To improve the health, safety and welfare of the community;
- d) To foster a sense of community identity and pride; and
- e) To create a positive and distinctive image of the community;
- f) **To support a range of economic development opportunities in the urban and rural area;**
- g) **To encourage the provision of affordable housing types as the Township grows;**
- h) **To increase barrier-free accessibility and mobility throughout the community;**
- i) **To preserve and enhance the built-heritage of the Township when possible.**



2. Subsections 6.3, 6.4, and 6.5 are amended as follows:

“6.3 COMMUNITY IMPROVEMENT PROJECT AREA SELECTION CRITERIA

~~The entire Township of Lucan Biddulph is designated a ‘Community Improvement Area’ and includes:~~

- ~~a) Areas where there is a deficiency in municipal services and facilities (e.g. water supply, sanitary sewers, storm drainage, streets, sidewalks, parking, traffic circulation);~~
- ~~b) Areas where there is a potential for a more efficient use of land through redevelopment or infilling;~~
- ~~c) Areas of older dwellings and buildings which are in need of repair and/or rehabilitation;~~
- ~~d) Areas with land use conflicts or incompatibilities.~~

The Township may, by by-law, designate the whole or any part of an area covered by this Official Plan as a Community Improvement Project Area. If such a by-law is passed, Council may provide for the preparation and adoption of a community improvement plan for the community improvement project area. More than one community improvement project area and/or community improvement plan may be designated and prepared, respectfully, where Council deems it appropriate to do so.

Section 28(1) of the Planning Act defines a Community Improvement Project Area as an area within a municipality, the community improvement of which in the opinion of the council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason. Under this Plan, a “Community Improvement Project Area” may also be defined as:

- a) Areas where there is a deficiency in municipal services and facilities (e.g. water supply, sanitary sewers, storm drainage, streets, sidewalks, parking, traffic circulation);**
- b) Areas where there is a potential for a more efficient use of land through redevelopment or infilling;**
- c) Areas of older dwellings and buildings which are in need of repair and/or rehabilitation; and**



**DRAFT Amendment No. 9 to the Official Plan of the
Township of Lucan Biddulph**

Township of Lucan Biddulph Community Improvement Plan

d) Areas with land use conflicts or incompatibilities.

Council shall have regard for the above definitions of Community Improvement Project Area in the selection and designation of such an area by-law.

“6.4 ESTABLISHING PRIORITIES

Municipal community improvement projects shall be identified, from time to time, having regard to the stated goals and objectives **of this Plan, any active community improvement plan which may be in force at the time**, the availability of government assistance programs, the impact on the area directly affected, and the financial limitations to the Municipality. Priorities will be given to those areas where deficiencies are found to be the most critical from the standpoint of public health and safety.

“6.5 IMPLEMENTATION

The Municipality may utilize the following methods in undertaking community improvement **in the Township projects**:

- a) designation of **one or more** ‘community improvement project areas’ **and provide** for the subsequent preparation, adoption and implementation of **associated** ‘community improvement plans’ **for the same**, pursuant to the *Planning Act*;
- b) **where a by-law has been passed to designate a community improvement project area, the Township may:**
 - i. **acquire land within the community improvement project area**
 - ii. **hold land acquired before or after the passing of the by-law within the community improvement project area;**
 - iii. **clear, grade or otherwise prepare the land for community improvement.**
- c) **undertake one or more municipal projects which may be identified in a community improvement plan applicable to a community improvement project area;**
- d) **undertakeing general capital improvements and public works;**



**DRAFT Amendment No. 9 to the Official Plan of the
Township of Lucan Biddulph**

Township of Lucan Biddulph Community Improvement Plan

- e) acquiring, holding, and preparing lands for redevelopment;
- f) preserving and restoring architecturally and historically significant buildings and structures;
- g) using the site plan approval process and other planning approvals to ensure the attractiveness and compatibility of new development and improvements to existing conditions;
- h) utilizing funding programs of other levels of government;
- i) eliciting the support and involvement of local business groups and service clubs.”



**DRAFT Amendment No. 9 to the Official Plan of the
Township of Lucan Biddulph**

Township of Lucan Biddulph Community Improvement Plan

PART C – THE APPENDICES

Appendix A: Lucan Biddulph Community Improvement Plan



**DRAFT Amendment No. 9 to the Official Plan of the
Township of Lucan Biddulph**

Township of Lucan Biddulph Community Improvement Plan

**APPENDIX A
LUCAN BIDDULPH COMMUNITY IMPROVEMENT PLAN**

Township of Lucan Biddulph

BY-LAW NO. 29-2021

A by-law authorizing the execution of a site plan agreement between Vandermolen Homes Inc. (hereinafter referred to as the “Owner”) and the Township of Lucan Biddulph (hereinafter referred to as the “Township”)

WHEREAS the Owner wishes to develop the land legally described in the attached Agreement as Schedule “A” (hereinafter called the “Land”);

AND WHEREAS the Owner proposes to develop the land for industrial purposes and has submitted a Site Plan and Grading Plan, Landscape Plan, and Elevations, as shown on Schedule B, C, and D, of the attached Agreement;

AND WHEREAS the Township is agreeable to the development of the said parcel as shown on the Plans on the condition that the Owner enters into an Agreement with the Township on certain specified terms;

AND WHEREAS provided that the Owner and the Township have entered into this Agreement, the Township may at that time issue a building permit subject to the approval of building plans and subject to the plans being in full compliance with the Zoning By-law.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF LUCAN BIDDULPH hereby enacts as follows:

1. That the Corporation of the Township of Lucan Biddulph is hereby authorized to enter into and execute an agreement with the Owner.
2. That the Mayor and Clerk are hereby authorized and directed to execute the said agreement, a copy of which is attached hereto, provided that the agreement is to the satisfaction of the Township’s solicitor
3. This by-law shall come into full force and takes effect on the day of the final passing thereof.

Read a FIRST, SECOND and THIRD time and FINALLY PASSED this 20th day of April, 2021.

MAYOR

CLERK

THIS SITE PLAN AGREEMENT made this day of April, 2021.

-BETWEEN-

VANDERMOLEN HOMES INC.

hereinafter called the “**Owner**”

-AND-

THE CORPORATION OF THE TOWNSHIP OF LUCAN BIDDULPH

hereinafter called the “**Township**”

WHEREAS the Owner is the owner of the land described on Schedule A (hereinafter referred to as the “Land”;

AND WHEREAS the Owner wishes to develop the Land for industrial purposes and has submitted a Site Plan and Grading Plan, Landscape Plan, and Elevations, as shown on Schedule B, Schedule C, and Schedule D attached hereto (hereinafter collectively referred to as the “Plans”).

AND WHEREAS the Township is agreeable to the development of the said parcel as shown on the Plans on the condition that the Owner enters into an agreement with the Township on certain specified terms;

AND WHEREAS provided the Owner and the Township have entered into this Agreement, the Township may at that time issue a building permit subject to approval of building plans and subject to the Plans being in full compliance with the Zoning By-law;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants herein contained and in consideration of the approval by the Township of the Plans in accordance with the provisions of the Planning Act, the parties hereto agree as follows:

1. **Development:** The Owner shall undertake and complete the development of the Land in accordance with the Plans; and the Land shall be used by the Owner and by any subsequent Owner or occupier of the Land in accordance with and in conformity the Plans.

2. **Development Control:** As a condition of the approval by the Township of the Plans, the provision, maintenance and use of the following facilities and matters are required and regulated as follows:
- 2.1 **Parking Areas:** The Owner agrees that the parking areas adjacent to the proposed building as shown on the Schedule B - Site Plan, Servicing and Grading Plan shall be hard surfaced with asphalt to the satisfaction of the Township. The parking spaces shall be constructed with a minimum width of 2.7 metres and a minimum depth of 5.5 metres whereas the barrier free parking spaces shall be constructed with a minimum width of 3.7 metres and a minimum depth of 5.5 metres. Furthermore, the Owner agrees that the hard surfaced parking spaces shall be clearly lined as shown on the Site Plan and Grading Plan.
- 2.2 **Storm Drainage and Grading:** The undertaking of any storm drainage and grading work on the Land shall be in accordance with Schedule B - Site Plan, Servicing and Grading Plan, to the satisfaction of the Township.
- The Owner acknowledges and agrees to be responsible for all costs associated with such connection within the road allowance, and if required, the restoration of the road to standards to the satisfaction of the Township. Prior to any work being undertaken within the said road allowance in respect of a storm sewer connection, the Owner will obtain a work permit from the Township. The undertaking of such work shall be to the satisfaction of the Township.
- The final grading of the Land shall be established to the satisfaction of the Township as shown on Schedule B – Site Plan, Servicing and Grading Plan. The Owner shall ensure that there is no interruption to any subsurface drainage flow because of construction on the site, which would have an adverse effect on neighbouring properties. Should such an interpretation occur, the Owner shall carry out any necessary remedial work to correct the problem as recommended by its consulting engineer and to the satisfaction of the Township, at no cost to the Township and/or neighbouring property owners.
- 2.3 **Access:** The Owner shall restrict the means of vehicular access to the location shown on the Site Plan. The Owner agrees to construct the access according to Schedule B - Site Plan, Servicing and Grading Plan to the satisfaction of the Township. Prior to any work being undertaken within the road allowance, the Owner will obtain a work permit from the Township. The undertaking of such work shall be to the satisfaction of the Township.
- 2.4 **Fire Routes:** The Owner shall construct and maintain fire routes for access for firefighting and firefighting vehicles in conformity with Schedule B - Site Plan, Servicing and Grading

Plan; and the Owner shall install and maintain fire route signs, all to the satisfaction of the Township.

- 2.5 **Municipal Water and Sanitary Sewer Connections:** The Owner agrees to connect the building to be constructed on the Land to the municipal water supply and sanitary sewer systems as shown on Schedule B - Site Plan, Servicing and Grading Plan, and to the satisfaction of the Township. The Owner acknowledges and agrees to be responsible for all costs associated with such connections including the installation of water and sanitary sewer connections within the road allowance and the restoration of the road allowance to standards and to the satisfaction of the Township. The owner is required to obtain all necessary work permits from the Township prior to undertaking any of the work.
- 2.6 **Location of Building:** The Owner agrees to construct the building in the location as shown on Schedule B - Site Plan, Servicing and Grading Plan, and in conformity with the regulations of the Zoning By-law.
- 2.7 **Landscaping:** The Owner agrees to provide landscaping and grass cover on all areas of the Land as indicated on Schedule C – Landscape Plan.
- 2.8 **Exterior Lighting:** The Owner agrees that all lighting of the said Land, as indicated on Schedule B - Site Plan, Servicing and Grading Plan, shall be oriented and its intensity so controlled as to prevent glare on adjacent roadways and properties.
- 2.9 **Garbage and Waste Storage:** The Owner agrees to provide a facility for the storage of garbage and recycling containers within the building, or alternatively to the rear of the building so that it is not visible from any streets, to the satisfaction of the Township.
- 2.10 **Maintenance:** The Owner shall at all times maintain or cause to be maintained all of the Land in as neat and tidy a condition as is reasonably consistent with the development of the Land pursuant to the Building Permit, and as otherwise required by this Agreement and the Plans, including weed removal and grass cutting prior to and during the development, and after completion of the development.
- 2.11 **Additional Approvals:** The Owner shall obtain additional approvals from other government agencies or ministries as may be required prior to the issuance of a Building Permit.
- 2.12 **Signs:** The Owner agrees that all signs, including locations and graphics contained in the proposed development shall be approved by the Township prior to the installation of such signs, in order to ensure compatibility with surrounding properties and to ensure no sight line obstructions. No portable or pylon signs will be permitted.

3. **Completion of Works:** Within one (1) year of the issuance of a building permit, the Owner agrees to construct all facilities and matters as shown on the Plans and described herein by paragraph 2 shall be completed within one (1) year of the date of the issuance of the building permit by the Township. All such work shall be undertaken and completed to the satisfaction of the Township and at the sole expense of the Owner.
4. **Incidental Matters:** All incidental matters including the removal and planting of trees; the construction and re-construction of entrances; the re-location of utilities, pipes, poles, valves and equipment; the re-setting of drains and manholes; and all things required by this Agreement or by the Township shall be carried out by the Owner, at his/her sole risk and expense, provided all work is to be done to the satisfaction of the Township and/or the respective utility company or agency as the case may be.
5. **Use of Public Road Allowances:** The right of the Owner to use and occupy any untravelled portions of the public road allowance abutting the parcel shall, at all times, be at the will of the Township, and the construction and maintenance of any and all pavements, landscaping, parking and other improvements thereon shall, at all times, be at the sole risk and expense of the Owner.
6. **Maintenance of Works:** The facilities and matters required by paragraph 2 shall be maintained to the satisfaction of the Township and at the sole risk and expense of the Owner and, in default thereof, in addition to any other remedies which may be available to the Township, the provisions of the Municipal Act shall apply for the purposes of securing rectification of the default.
7. **Legibility of the Plans:** Where the legibility of Schedule "B", "C", and / or "D" is in question or in dispute, the corresponding site plan, servicing and grading plan, landscaping plan, and elevations drawn to scale and filed in the offices of the Township shall be deemed to be the Plans to which this Agreement applies.
8. **Security:** So as to ensure due performance of the requirements of this Agreement, the Owner shall deposit with the Township, prior to the issuance of a building permit, a certified cheque, a letter of credit issued by a Canadian Chartered Bank or similar legal tender, in a form approved by the Township, in the amount of NINETEEN THOUSAND FOUR HUNDRED AND FIFTY (\$19,450.00) Dollars, being the required security as contemplated by the Township's Site Plan Control Area By-law No. 11-2008, representing 50% of the estimated cost of the site works. Upon completion of all works set out in paragraph 3 to the satisfaction of the Township, the Township shall return the security deposit, letter of credit or similar legal tender to the Owner.

9. **Work According to Plans:** The Owner agrees not to change or revise the Plans or deviate from construction in accordance therewith without the prior written approval of the Township which approval shall not be unreasonably withheld.
10. **Right of Entry:** The Township or any of its officers, servants or agents may, from time to time and upon producing proper identification, enter upon the parcel for the purpose of inspecting the facilities, works and matters to be provided and maintained by the Owner under this Agreement. The Township, its officers, servants and agents shall not be liable to the Owner or any occupant of the parcel and premises for any losses or damages of any kind whatsoever arising, in any way, from entry for such purposes.
11. **Insurance:** Prior to the issuance of the building permit and prior to undertaking any of the works required hereunder, the Owner shall lodge with the Township an insurance policy from an insurance company satisfactory to the Township, insuring, for the joint benefit of the Owner and the Township, against public liability and property damage arising out of the construction and installation of any of the works to be performed pursuant to this Agreement providing coverage which shall continue until all the works are completed and assumed by the Township, and the policy shall have limits of liability in an amount to be specified by the Township, but which limits shall not be less than ONE MILLION DOLLARS (\$1,000,000.00) and the Owner shall satisfy the Township, if and when requested, that the premiums for such insurance policy have been paid and that such insurance policy is in full force and effect.
12. **Remedy:** The Owner agrees that if he/she does not complete all the facilities and matters as shown on the Plans and required by this Agreement within three (3) years of the date of execution of this Agreement, this Agreement may be reviewed by the Township and amended as necessary in light of the policies, procedures, regulations and guidelines existing at that time including the right of the Township to enter upon and to restore the parcel to its original condition and recover the costs thereof.
13. **Indemnity:** The Owner shall, at all times, indemnify and save harmless the Township of and from all losses, costs and damages which the Township may suffer, be at or be put to, for or by reason of, or on account of, the construction, maintenance or existence of pavements, curbs, plantings and other improvements upon the untravelled portions of the public road allowance used and occupied by the Owner, and such indemnity shall constitute a first lien and charge upon the parcel.

14. **Reimbursement of Township Fees**: The Owner agrees to reimburse the Township for all solicitor's fees and disbursements, as well as all planning and engineering fees and disbursements, provided such fees and disbursements are reasonable and appropriately documented, incurred by the Township in any way arising out of this Agreement including the preparation thereof, and the costs of other necessary deeds, conveyances, agreements and registrations.
15. **Application of Township By-laws**: Notwithstanding any of the provisions of this Agreement, the Owner shall be subject to all by-laws of the Township.
16. **Registration of Agreement**: As soon as practicable after the Township's execution of this Agreement, and in any event not later than thirty (30) days after execution of this Agreement, the Owner shall cause this Agreement to be registered on title in the Middlesex County Land Registry Office and shall forthwith thereafter provide proof of such registration.
17. **Agreement Binding**: The covenants, agreements, conditions and understandings herein contained on the part of the Owner shall run with the parcel and shall be binding upon it and upon its successors and assigns as Owner and occupiers of the said parcel from time to time and shall be appurtenant to adjoining roads under the jurisdiction of the Township.
18. **Severability**: If any of the terms of this Agreement shall be found to be 'ultra vires' the Township, or otherwise unlawful, such terms shall inclusively be deemed to be severable, and the remainder of this Agreement shall, with the necessary changes, be and remain in full force and effect.

SCHEDULE A
TO
SITE PLAN AGREEMENT

BETWEEN-

VANDERMOLEN HOMES INC.

-AND-

THE CORPORATION OF THE TOWNSHIP OF LUCAN BIDDULPH

The "Land"

ALL AND SINGULAR that certain parcel or tract of land and premises situate, lying in the Township of Lucan Biddulph in the County of Middlesex and being composed of:

Part of Lot 25, Concession 4 (geographic Township of Biddulph) Township of Lucan Biddulph, designated as Part 8 on Reference Plan 33R-20206

SCHEDULE B

TO

SITE PLAN AGREEMENT

BETWEEN-

VANDERMOLEN HOMES INC.

-AND-

THE CORPORATION OF THE TOWNSHIP OF LUCAN BIDDULPH

The "Site Plan, Servicing and Grading Plan"

Site Plan and Grading Plan – Project 1000-194 – Sheet No. 01 - undertaken by Archibald, Gray and McKay and endorsed by S.P. Brown on March 15, 2021

SCHEDULE C

TO

SITE PLAN AGREEMENT

BETWEEN-

VANDERMOLEN HOMES INC.

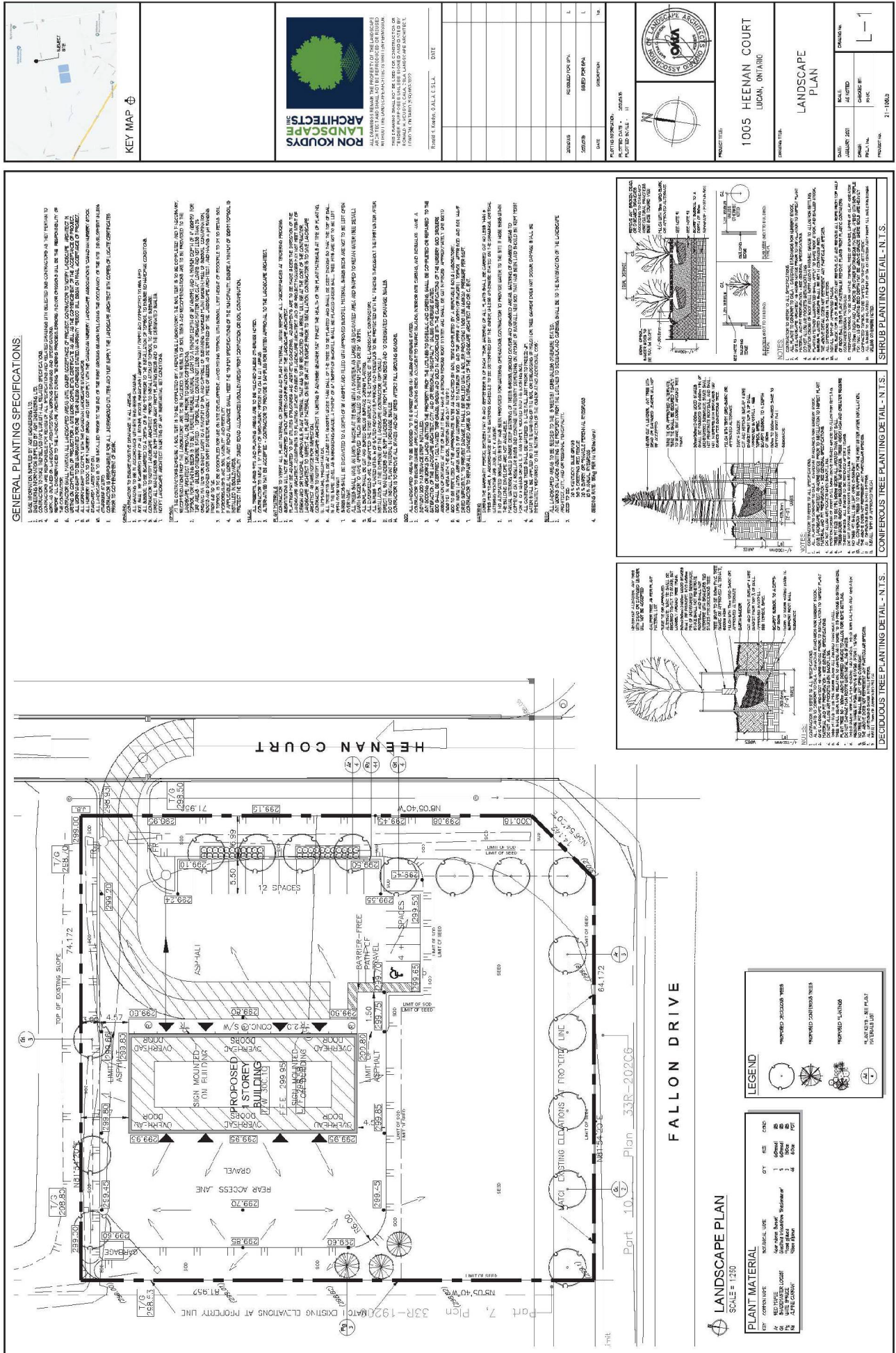
-AND-

THE CORPORATION OF THE TOWNSHIP OF LUCAN BIDDULPH

The "Landscaping Plan"

Landscape Plan – Project No – 21-106Ld, Drawing No. L-1 - undertaken by Ron Koudys
Landscape Architects and endorsed by Martha Berkvens and dated January 2021.

Landscaping Plan



SCHEDULE D

TO

SITE PLAN AGREEMENT

BETWEEN-

VANDERMOLLEN HOMES INC.

-AND-

THE CORPORATION OF THE TOWNSHIP OF LUCAN BIDDULPH

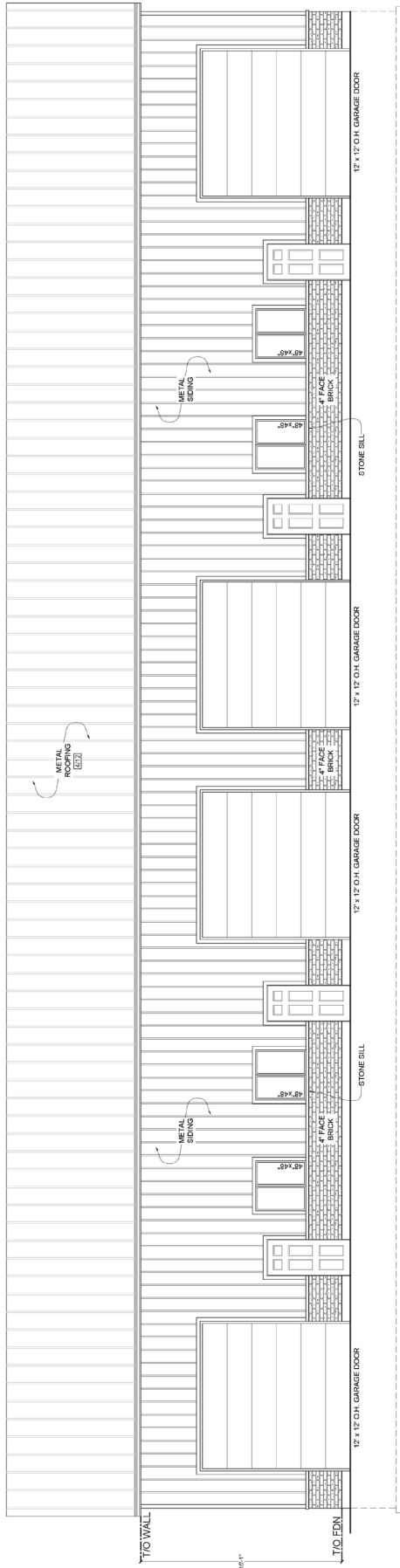
The "Elevation"

Shop Office - Elevation – Project 21-05 – Sheet A1 – undertaken by AMC Design Group and endorsed by BCIN: 25248 (Chad Fewster).

Shop Office - Elevation – Project 21-05 – Sheet A2 – undertaken by AMC Design Group and endorsed by BCIN: 25248 (Chad Fewster).

Elevation

DESIGN FROM BCIN 3145E (AMC Design Group)
DESIGNER: BILLY ZSOG (Cedar Fenwick)
DATE: 03/18/2021
ALL TO THE ONTARIO BUILDING CODE



FRONT ELEVATION
1/4" = 1'-0"



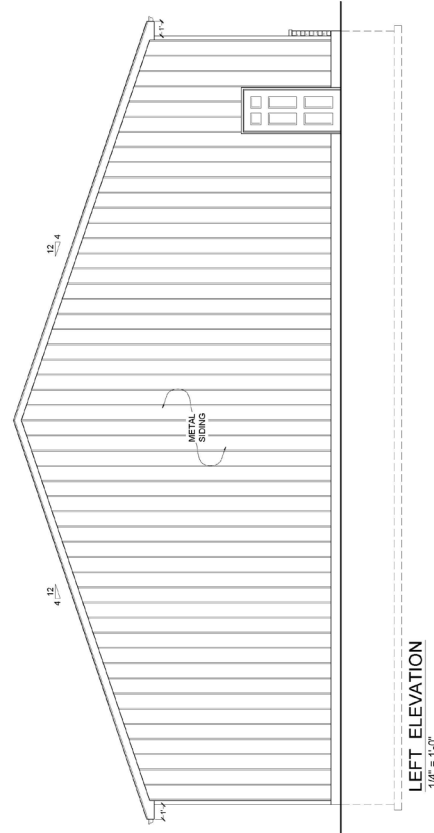
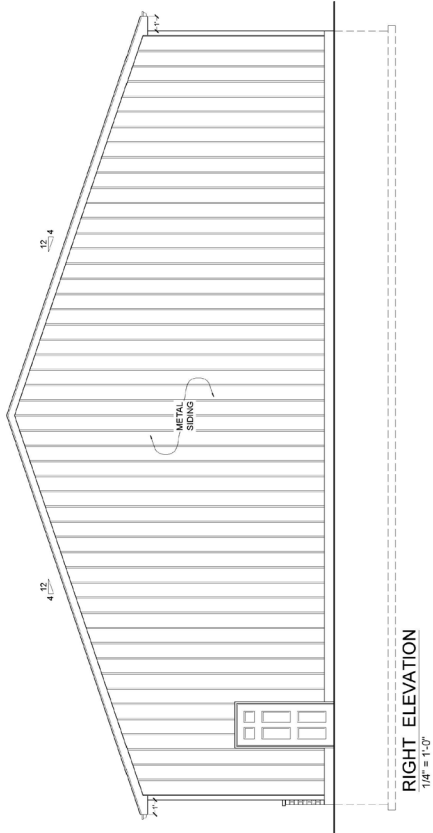
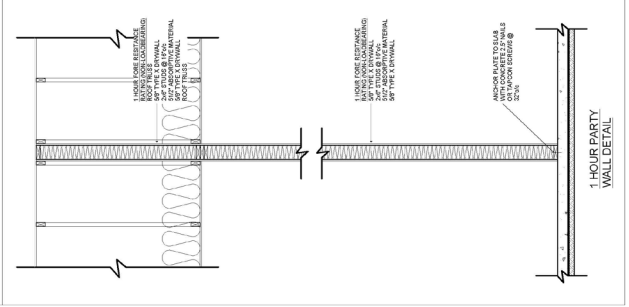
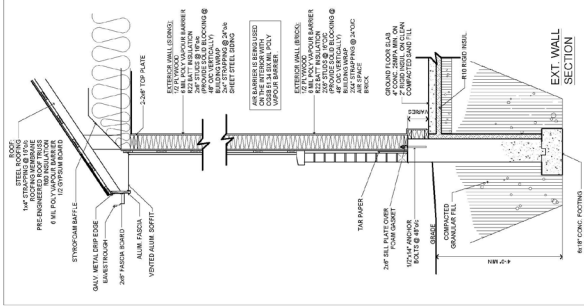
REAR ELEVATION
1/4" = 1'-0"

amcdesigngroup
architectural drafting & design
519.422.7022 amcdesigngroup.ca/infocentre

Shop - Office
1005 Heenan Court
Lucan, ON
A1

Elevation

DESIGN FIRM BCIN 31485 (AMC Design Group)
 DESIGNER EGN: 2526 (Chris Friesen)
 PROJECT NO: 2020-0001 (NEW)
 ALL TO THE ONTARIO BUILDING CODE



amcdesigngroup
 architectural drafting & design
 519.472.2702 amcdesigngroup@esolink.com

Shop - Office
 1005 Heenam Court
 Lucan, ON
A2

Township of Lucan Biddulph

BY-LAW NO. 30-2021

Being a by-law to confirm proceedings of the Council of The Corporation of the Township of Lucan Biddulph

WHEREAS under Section 5(1) of the *Municipal Act, 2001, S.O. 2001 c. 25*, the powers of a municipality shall be exercised by its council.

AND WHEREAS under Sub-Section 3 of Section 5 of the *Municipal Act, 2001, S.O. 2001 c. 25*, the powers of every Council of a municipality shall be exercised by by-law.

AND WHEREAS it is deemed expedient that the proceedings of The Council of the Corporation of the Township of Lucan Biddulph at the April 20, 2021 meeting be confirmed and adopted by By-law.

THEREFORE the Council of the Corporation of the Township of Lucan Biddulph enacts as follows:

1. That the action of the Council of the Corporation of the Township of Lucan Biddulph in respect of all motions and resolutions and all other action passed and taken by the Council of the Corporation of the Township of Lucan Biddulph, documents and transactions entered into during the April 20, 2021 meeting of Council, are hereby adopted and confirmed, as if the same were expressly included in this By-law.
2. That the Mayor and proper officials of The Corporation of the Township of Lucan Biddulph are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Township of Lucan Biddulph during the said April 20, 2021 meeting referred to in Section 1 of this By-law.
3. That the Mayor and the Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-law and to affix the Corporate Seal of the Corporation of the Township of Lucan Biddulph to all documents referred to in said Section 1.

Read a FIRST, SECOND and THIRD time and FINALLY PASSED
April 20, 2021.

DEPUTY MAYOR

CLERK