



## **LUCAN BIDDULPH COUNCIL AGENDA**

TUESDAY, MAY 4, 2021 9:00 AM  
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 9:00 A.M. ON MAY 4, 2021**

[https://www.youtube.com/channel/UCeA4Y0M03UFY2O\\_nbymnWHg](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. **Closed Session**
5. **Public Meetings**
6. **Delegations, Presentations & Petitions**  
Brenda Slater, Account Manager, Zone 1 - MPAC  
[MPAC Presentation](#)
7. **Adoption of Minutes**  
[Council Minutes Apr 6 2021](#)  
[Special Meeting Minutes - Apr 15 2021](#)  
[Council Minutes - April 20 2021](#)
8. **Business Arising From the Minutes**  
[BA May 4 2021](#)
9. **Correspondence**

9.1 [Invitation from Minister Clark - Municipal Code of Conduct consultation](#)

9.2 Balance of Correspondence:

- a. [Memo from Deputy Minister - Enhanced Enforcement and New Order under the EMCPA](#)
- b. [Media EDIA Advisory - OPIOID and Addiction Virtual Open House](#)
- c. [North Middlesex - Notice of Open House and Public Meeting re CIP](#)
- d. [Resolution - Township of Scugog - Bus Stops on Dead End Roads](#)
- e. [Resolution - Lottery Licensing to Assist Small Organizations](#)
- f. [Resolution - Province Investigating and Updating Source Water Protection Legislation](#)
- g. [Resolution - Town of Mono - Cannabis Licencing and Enforcement](#)
- h. [Resolutions - Road Management on Invasive Phragmites](#)
- i. [Resolutions - Support for Universal Paid Sick Days](#)
- j. [Resolution - Request to withdraw prohibition on golfing and outdoor recreational activities](#)
- k. [UTRCA SPA, Board of Directors Meeting](#)
- l. [BRA 2020 Annual Report](#)                      [BRA April 15th BOD Meeting Notes](#)
- m. [AMO Watchfile Apr 22](#)                      [AMO Watchfile Apr 29](#)

**10. Committee Reports**

- a) CEDC
- b) Bluewater Recycling
- c) Lake Huron
- d) Fire Boards
- e) ABCA
- f) UTRCA
- g) Parks & Recreation

**11. Staff Reports**

- a) CAO/Clerks Office
  - [CAO-05-2021 Fire Services Master Plan](#)
  - [CAO-06-2021 - Phase II Update](#)
- b) Building/By-law Enforcement
- c) Finance
- d) Planning
  - [PL-13-2021 Part Lot Control \(Quescapade Land Development Inc - Olde Clover Village\)](#)
  - [PL-14-2021 Site Plan Approval - Ridge Crossing Townhomes Phase 2](#)
  - [Site Plan Agr - Ridge Crossing Townhomes Phase 2](#)
- e) Public Works
- f) Parks & Recreation
- g) Economic Development
  - [EDC-06-2021 Proposed 2021 Community Improvement Plan projects](#)

**12. Councillor's Comments**

**13. Changes to Budget**

**14. Notice of Motions**

**15. Motions and Accounts**

[Motions - May 4 2021](#)

**16. By-laws**

[33-2021 Road Dedication Bylaw \(Ridge Crossing Phase 1 and 1B\)](#)

[34-2021 Part Lot Control Exemption Bylaw \(Block 30 Olde Clover Village\)](#)

[35-2021 Execution of Site Plan Agr - Ridge Crossing Townhomes Phase 2](#)

[36-2021 Tax Levy](#)

[37-2021 Confirming](#)

**17. Adjournment**

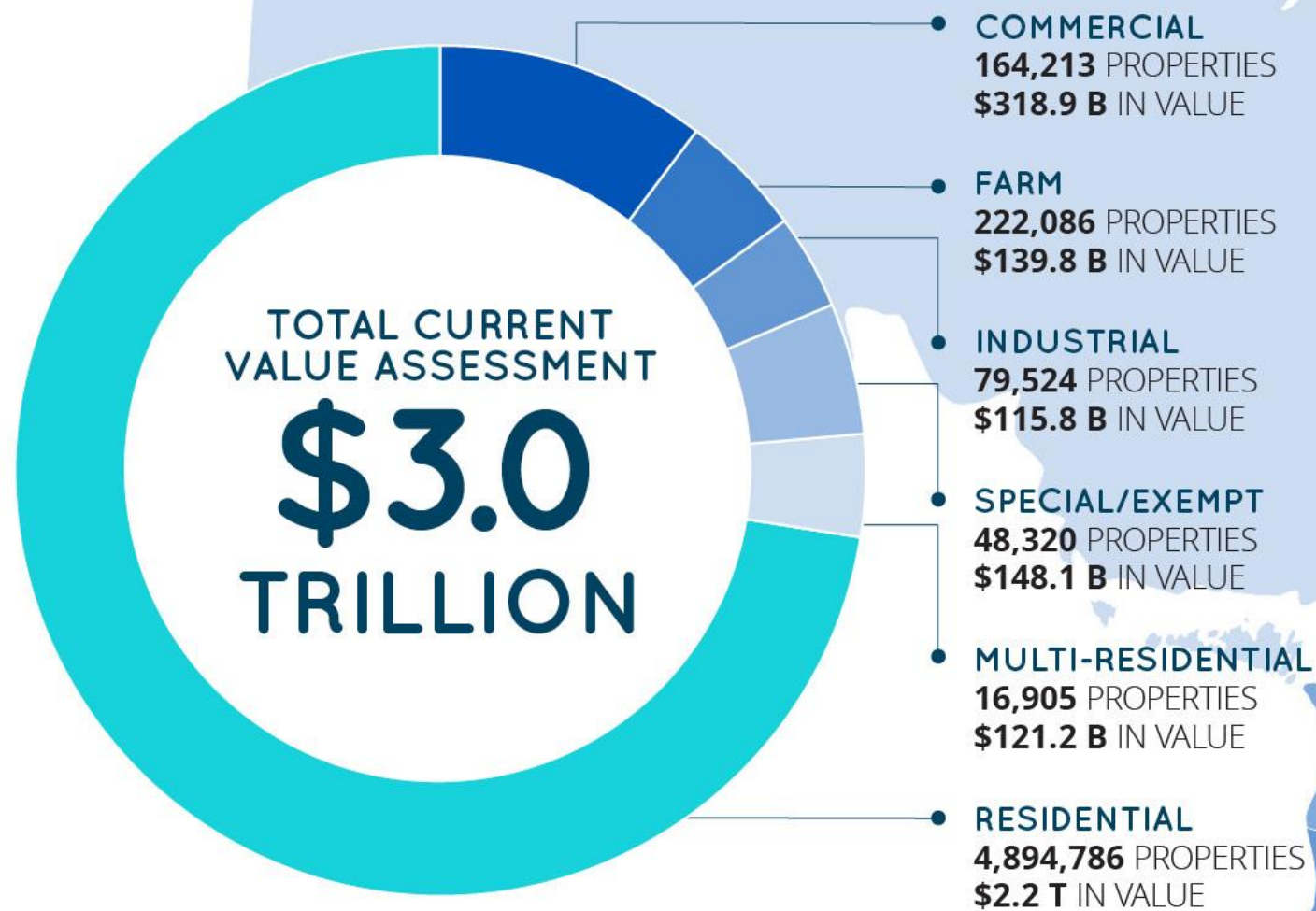
# ABOUT MPAC

Valuing Ontario Together



MUNICIPAL  
PROPERTY  
ASSESSMENT  
CORPORATION

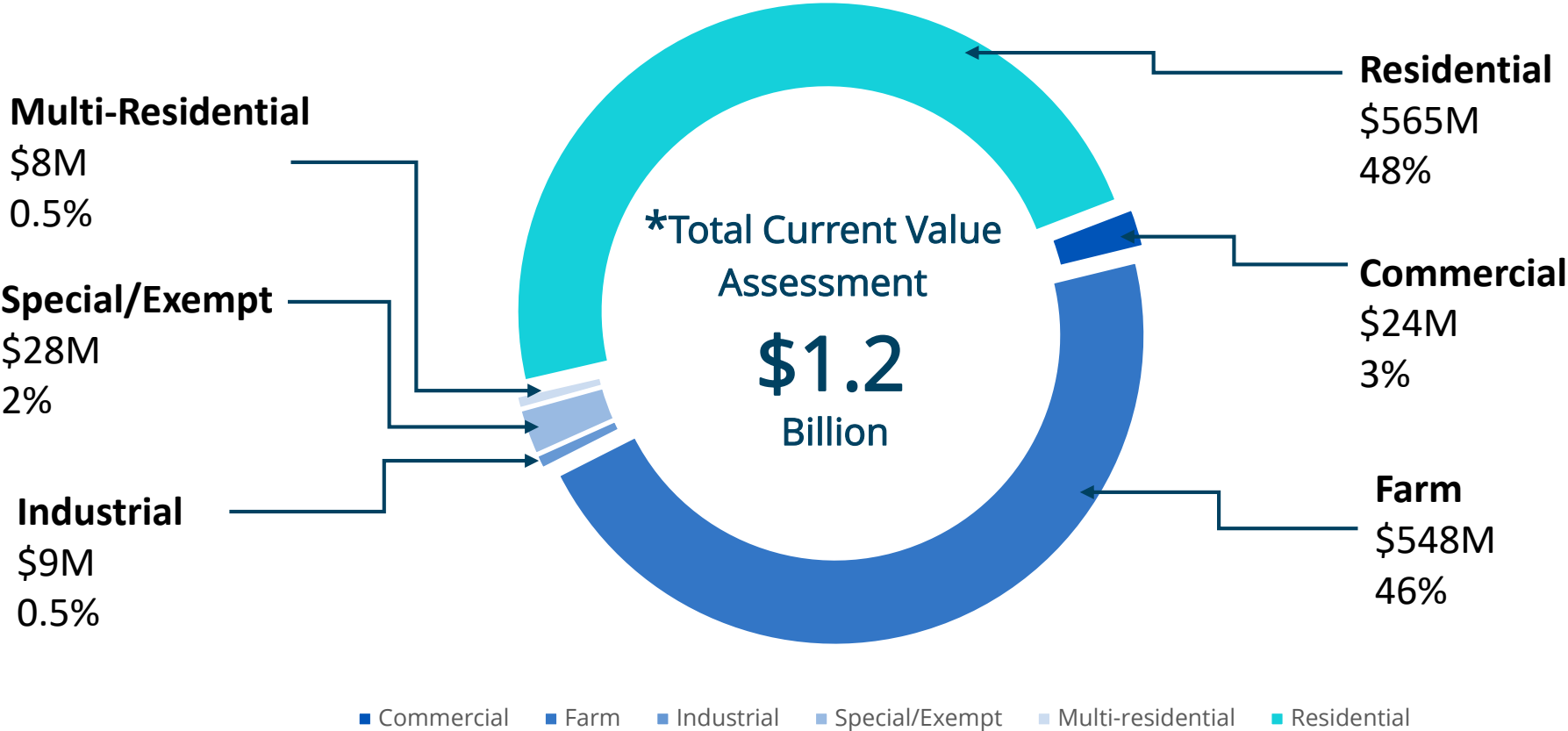




**90%**  
of Ontario's more than  
**5.4 million** properties are  
classified as residential.

\*As of December 1, 2020

# Township of Lucan Biddulph



\*2021 Tax Year

\*Destination CVA at time of roll return for 2021 Tax Year based on 2016 Current Value Assessment (CVA)

# ONTARIO'S PROPERTY ASSESSMENT AND TAXATION SYSTEM



## **Government of Ontario**

Establishes the province's assessment and taxation laws and determines the education tax rates.



## **MPAC**

Determines property classifications and assessments for all properties in Ontario in accordance with legislation set by the Ontario government



## **Municipalities**

Determine revenue requirements, set municipal tax rates and collect property taxes to pay for municipal services.\*



## **Property owners**

Pay property taxes that fund community services and education taxes that fund public schools.

\*Provincial Land Tax and levies by local boards are collected in unincorporated areas and contribute toward important services.

# THE NEXT PROVINCE-WIDE ASSESSMENT UPDATE

# PROPERTY ASSESSMENT UPDATE

Property values  
continue to be based  
on the market at:

**JANUARY 1, 2016**

which is our current  
**valuation date.**

# MPAC'S ROLE IN THE BUILDING PERMIT PROCESS

Municipalities rely on MPAC to take their building permits and plans and **turn them into assessment.**



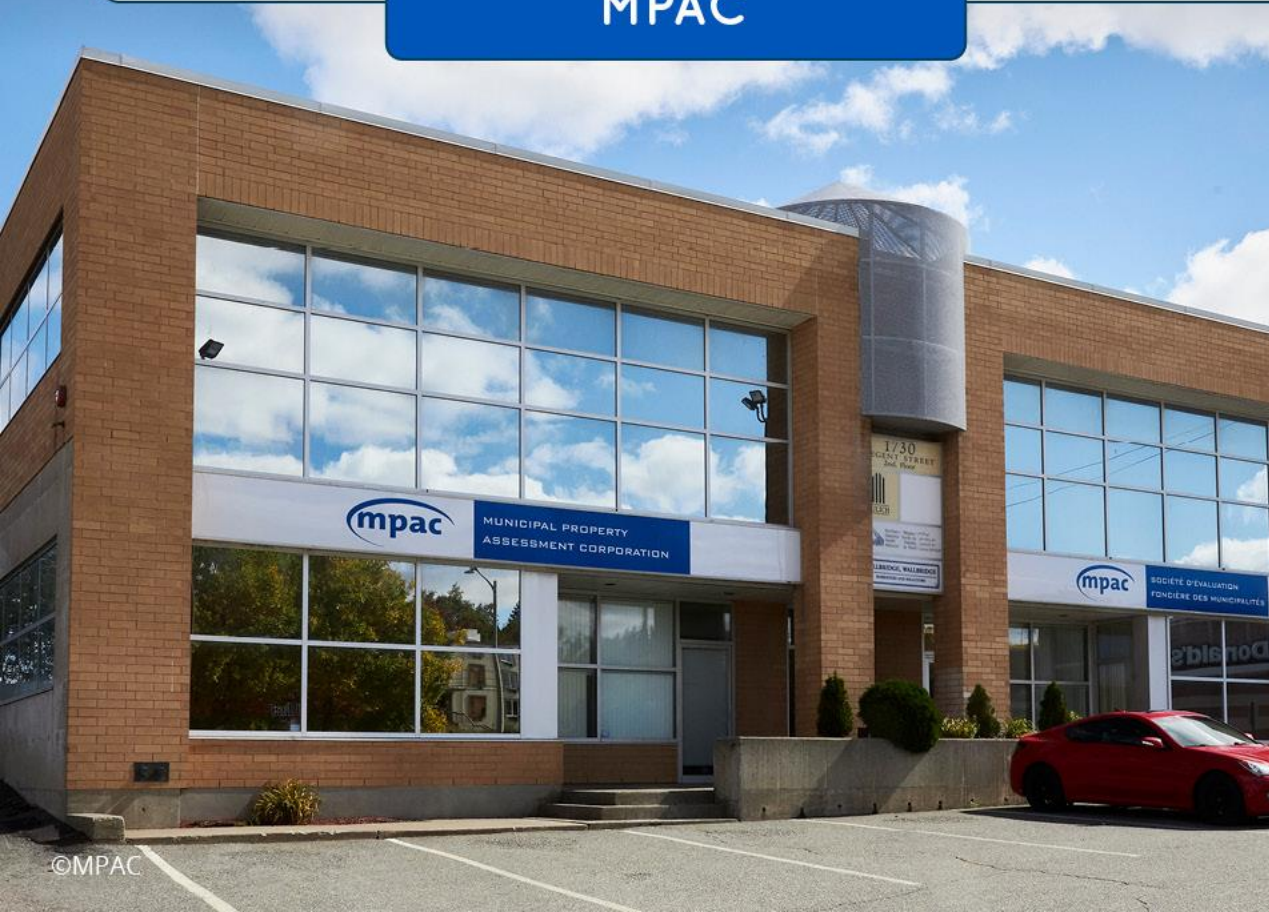
Municipalities tax property owners **based on those assessments.**



The sooner MPAC can deliver assessments, the sooner **municipalities can realize new revenue.**

MPAC

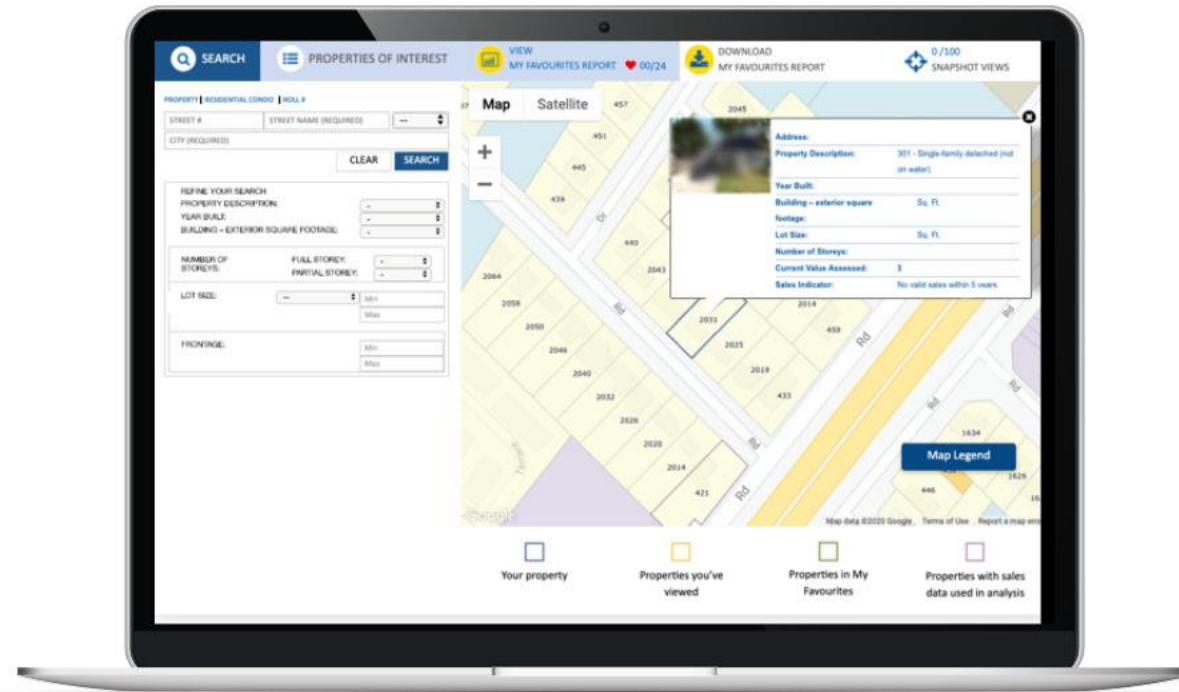
MUNICIPALITIES



We reflect changes to  
properties when we mail  
Property Assessment  
Notices every year



# About MyProperty



View **property info** and **compare** to other assessments in your neighbourhood



View details that explain **how we assessed** the property



Review steps to file a **Request for Reconsideration** online

# 2020 MUNICIPAL PARTNERSHIPS REPORT

In 2020, the pandemic made our **collaborative relationships** with municipalities more important than ever.

**Read our 2020 Municipal Partnerships Report to learn about how we:**

- Responded to the postponement of the Assessment Update by shifting priorities to meet the needs of municipalities
- Found new ways to access information we needed to capture \$37.3 billion in new assessment across Ontario
- Stayed connected with the municipal sector virtually
- Are transforming the ways we share data with municipalities

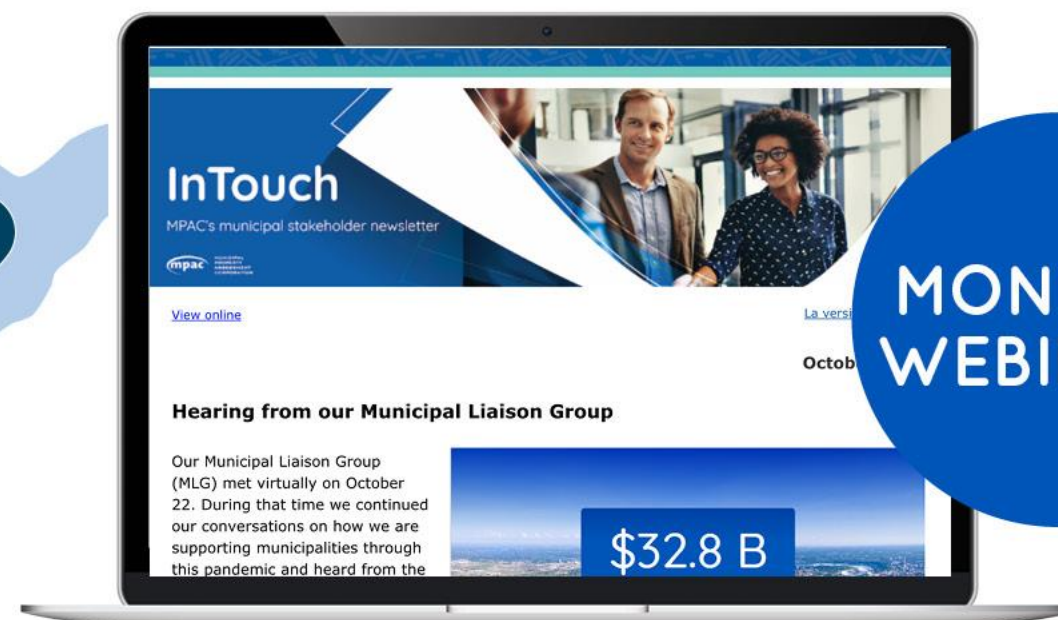
**[Click here](#) to read the report or visit [mpac.ca/partnership](https://mpac.ca/partnership)**



MUNICIPAL  
PROPERTY  
ASSESSMENT  
CORPORATION

Our municipal and stakeholder relations teams live and work in your communities and **we're here to help.**

Go to **[mpac.ca/municipalities](https://mpac.ca/municipalities)** to find your local Account Manager





# The Corporation of the Township of Lucan Biddulph Council Minutes

**Present:** Mayor C. Burghardt-Jesson, Deputy Mayor D. Manders, Councillor D. Regan, Councillor P. Mastorakos and Councillor A. Westman

**Also Present:** R. Reymer-CAO/Clerk, T. Merner-Deputy Clerk, K. Langendyk-Treasurer, J. Little-Public Works Manager, P. Smith-Parks & Recreation Manager, L. deBoer-Economic Development Coordinator

**Call To Order**

Mayor C. Burghardt-Jesson called the meeting to order at 5:45 pm. The meeting took place electronically.

**Declaration of Pecuniary Interest & Nature Thereof**

a. <u>Member</u>	<u>Item #</u>
Councillor P. Mastorakos	5 (a)

**Nature of Conflict**

Owns investment property that could potentially benefit from the Community Improvement Plan

**1/ Closed Session**

*Moved by A. Westman*

*Seconded by D. Regan*

*Resolved that Council adjourn its regular meeting in order to conduct a closed session pursuant to Section 239 (2) of the Municipal Act for the purpose of a proposed or pending acquisition of land by the municipality.*

CARRIED

**2/ Rise from Closed Session**

*Moved by D. Regan*

*Seconded by A. Westman*

*Resolved that Council reconvene its regular meeting 6:10 p.m.*

CARRIED

**Report from Closed Session**

Staff was given direction regarding a property matter.

**Announcements**

I hope you all enjoyed a long weekend that was celebrated appropriately and safely! My weekend consisted of receiving calls and emails from many residents and businesses across the Lucan Biddulph and the County confused and dismayed with the situation we find ourselves in today—imposed upon us last week by the Province. I'm at a loss. I feel incredibly disheartened that we can see the light at the end of tunnel, but here we go again...into some sort of shutdown and I will admit I am confused over some of the messaging. We have worked hard, we have sacrificed so much and yet we find ourselves in much the same spot we were a year ago. What has been learned? I've learned a lot...professionally and personally. I can only hope that my colleagues at higher levels of government have learned lessons as well and are looking to the future to implement changes so when we find ourselves in a similar crisis again (because we will)...the approach will be different and our safety nets will not be in the precarious position they are today.

What I am confident in, is the need to support our local small businesses as much as we are individually able to. If you have the resources, please commit to ordering take out from one of our restaurants in Lucan Biddulph. We are so fortunate to have the variety of choice that we do. Please buy a gift certificate to be used for a future date from a personal service provider. If you are on social media, share and tag the restaurant or business you are supporting. I would also encourage you to shop in our neighbouring communities including London. If you cannot readily purchase something in Lucan Biddulph purchase in our region. We have many options available to us, either through local delivery or curbside pick-up. Please, always choose to support our local stores and services rather than the impersonal online giants. Doing this will

ensure our local businesses will still be there supporting community and serving you when we get out of this at the end of the month. I would encourage you as well...if you know a local shop owner that has been affected again, reach out with words of encouragement and support. In speaking with some business owners, it is evident that their spirit is just about broken. It will go a long way for them to receive a text or a phone call from a client or friend.

With the announcement of vaccines now being open to those 65 years and older. I want to encourage our residents to book their appointment through the Middlesex London Health Unit's appointment booking page. Also announced today is the PRE-REGISTRATION of essential workers through workplaces. This includes agricultural and farm workers. Please go to the MLHU website for more information. We are fortunate to have a mass clinic in Mount Brydges. I understand that there is frustration to there is not a clinic directly in our community. Characteristics with the vaccine, staffing levels and many other considerations have been taken into account and this is what we have today. I can assure you that I am in constant communication with the MLHU to discuss how to make the vaccine more accessible to community. It is hopeful to see vaccines being distributed more through pharmacies...this will accessibility will only increase. In Middlesex County and Lucan Biddulph we are always quick to brag about our sense of and responsibility to community. Let's show that off; if you know of someone who has transportation issues, consider arranging safe transportation for a neighbour or friend. We need to get vaccines into the arms of those that are eligible. We are all in this together and we need to support those that may not have the resources available to them that they need.

As always...Remain physically distant, wash your hands, if you have COVID symptoms, get tested, stay home, keep your bubble tight, only go out for essential shopping, support local, wear a mask and when you are eligible...get the vaccine!

**Public Meeting Under Planning Act, R.S.O. 1990, c.P.13**

**3/ Public Meeting**

*Moved by D. Regan*

*Seconded by A. Westman*

*Resolved that Council adjourn its regular meeting to hold a public meeting at 6:19 p.m. in accordance with Section 17(15)(d) of the Planning Act for the purpose of giving the public an opportunity to make representations in respect of the proposed Community Improvement Plan.*

**CARRIED**

**Community Improvement Plan**

Paul Hicks and Jess McPhail from Public Urbanism presented a brief summary of the draft Lucan Biddulph Community Improvement Plan (CIP) and noted a CIP is a tool used by Ontario Municipalities to encourage incentives and improvements to buildings in specific areas of the community. They noted Lucan Biddulph's CIP will apply to both rural and urban areas of the entire Township. Mr. Hicks noted that great feedback from businesses and residents in the community was received throughout development of the CIP which was great to see. Discussion followed regarding the demographics of those that participated in the survey, financial support and how that is distributed and retroactive funds which will not be available. Mayor C. Burghardt-Jesson reminded residents there is still a chance to provide any feedback or comments and same should be forwarded onto L. deBoer prior to the next regular scheduled Council Meeting date of April 20, 2021.

**4/ Adjourn Public Meeting**

*Moved by A. Westman*

*Seconded by D. Regan*

*Resolved that Council adjourn the public meeting at 6:50 p.m. and reconvene its regular meeting to continue with its deliberations.*

**CARRIED**

Mr. Hicks and Mr. McPhail exited the meeting at 6:51 pm.

**Delegations**

Renee Hornick, Regional Hub Manager – OCWA (Ontario Clean Water Agency)

Jackie Muller, Business Development Manager

Ms. Hornick reviewed the 2020 Annual Performance Reports for both the Granton and Lucan Wastewater Treatment Plants. A summary of each report highlighting specific information was provided with each report. Discussion followed regarding the available capacity at the Granton plant, the results of the treatment for fats, oils and grease and the significant increase in sludge haulage. Ms. Hornick then reviewed the 4<sup>th</sup> quarter operational reports for both the Grant and Lucan Wastewater Treatment Plants and no questions were received from Council.

**5/ 2020 Annual Performance Reports and 2020 4<sup>th</sup> Quarter Operational Reports for WPCP**

*Moved by D. Regan*

*Seconded by P. Mastorakos*

*That Council accepts the 2020 Annual Performance Reports and the 2020 4<sup>th</sup> Quarter Operational Reports for the Lucan and Granton Wastewater Treatment Plants, as presented.*

**CARRIED**

*Ms. Hornick and Ms. Muller exited the meeting at 7:09 p.m.*

**6/ Minutes**

*Moved by D. Regan*

*Seconded by P. Mastorakos*

*That the regular council meeting minutes of March 16, 2021 and Special Council Minutes of March 30, 2021 be approved as circulated.*

**CARRIED**

**Business Arising**

Mayor C. Burghardt-Jesson noted all items are ongoing at this time and staff will be adding the dog tag feasibility report request made at the last regular council meeting.

Councilor. D. Regan inquired regarding the sidewalk inspection report and J. Little advised the inspection has taken place and results of same will be available by the end of May with a report to follow.

**Correspondence**

K. Langendyk commented on item 9.1 and noted that if the Bill C-25 gets passed municipalities will see a top-up of federal gas tax funds in 2021.

K. Langendyk commented on item 9.3 and advised the Asset Management Planning for Municipal Infrastructure deadline has been extended by one year.

Mayor C. Burghardt-Jesson commented on item 9.2 and noted the province wide property tax assessments are being postponed.

R. Reymer commented on item 9.4 and advised each OPP detachment will require a police services board with the exception of Strathroy-Caradoc.

T. Merner commented on item 9.5 and advised in response to an annual request from the Middlesex London Health Unit, a letter of support has been drafted regarding larvicide applications.

**7/ Receive Correspondence**

*Moved by A. Westman*

*Seconded by P. Mastorakos*

*That Items 9.1 through 9.6 (Correspondence) be received for information.*

**CARRIED**

**Committee Reports**

CEDC

L. deBoer reviewed report no. EDC-03-2021 and advised the Baconfest Committee has brought forward a recommendation to Council to cancel the 2021 Baconfest event due to ongoing restrictions and regulations in place regarding the pandemic.

**8/ Baconfest 2021**

*Moved by A. Westman*

*Seconded by P. Mastorakos*

*That Council approve the motion from the CEDC to cancel the 2021 Baconfest event.*

*AND FURTHER that the proposed budget remains in order to organize small community events.*

**CARRIED**

Bluewater Recycling Association

Deputy Mayor D. Manders gave a brief update of a recent meeting and noted commodities prices have remained even or above and the plant is still working on robotic sorting presently.

UTRCA and ABCA

Councillor A. Westman gave a brief update and advised both Conservation Authorities are preparing for the upcoming 2021 season. He also noted UTRCA has been focusing on mental health awareness and support.

### Lake Huron

Mayor C. Burghardt-Jesson gave an update on a recent meeting and advised that the operator contract with OCWA was extended for the next 5 years. She further noted this will be the last extension permitted before a request for proposal process will have to be completed.

### **Staff Reports**

#### **CAO/Clerk**

R. Reymer provided department updates including the recent ICIP funding announcement for Phase 2 of the Community Renovation project, details regarding the Transfer Payment agreement with the Minister of Infrastructure that will be coming forward, the start of construction for the future car wash at 273 Main Street and continued efforts towards assisting Dr. Viguera with future office space for her medical practice.

T. Merner reviewed the upcoming Special Council Meeting dates for the month of April and noted a revision to the Committee Appointment Bylaw is included for adoption. She advised the new Parks & Recreation Committee members have been added and Anne Langendyk will be removed as a member from the Baconfest Committee.

#### **Finance**

K. Langendyk advised water bills have been sent out and are due April 16<sup>th</sup> and the auditors will be attending the office later this week to start the 2020 year end audit.

#### **Public Works**

J. Little reviewed report no. PW-09-2021 regarding the Water Operator Contract. He discussed the advantages of renewing the current contract including stability and familiarity with our water system as we work towards expansion over the next few years. J. Little further recommended that coordination of contract renewals for both our water and waste water systems in the future would be beneficial.

### **9/ Water Operator Contract**

#### **Moved by**

#### **Seconded by**

*That Council direct staff to renew the current Water Operator Contract with Jacobs based on option #2 as presented in report no. PW-09-2021.*

**CARRIED**

J. Little provided department updates including a recent presentation from OCWA regarding renewable natural gas extraction; construction projects underway including Saintsbury Line completion with traffic light installation to follow and Frank Street reconstruction beginning next week; recent review with BM Ross regarding coordinating upgrades at the Chestnut Pumping station with the future expansion; master servicing plan and draft report to be available later this month; traffic speed awareness sign pricing came in less than anticipated at \$3,400.00 per sign; green waste bins are in place at the public works facility; and small water leak on Princess Street was discovered and rectified.

Questions from Deputy Mayor D. Manders followed regarding sidewalk plans for Saintsbury Line and data collected from the traffic speed signs. J. Little advised sidewalks will be installed from Richmond Street to Wellington Street at this time.

#### **Parks & Recreation**

P. Smith provided a brief update and advised with the current lockdown measures activities are not permitted at the Community Centre. He further noted additional bookings for ice time in May have been received and he would suggest keeping the ice surface in at this time. P. Smith noted RFP's for playground equipment for the Community Centre and Granton Park have been advertised and pool staff applications were limited due to the uncertainty of the upcoming season however they will be reposted and staff is hopeful at this time for a pool season in 2021.

#### **Economic Development**

L. deBoer advised a recent newsletter has been circulated with upcoming community information including the e-waste date scheduled for April 17, 2021 at Market Street Park hosted by the Scouts club of Lucan.

### **Councillor's Comments**

Councillor P. Mastorakos raised some questions regarding performance reviews and having a process in place that is approved by all of Council. Discussion followed regarding recent changes made to the performance review process for the CAO and if a CAO performance appraisal policy is a requirement under the Municipal Act.

Councillor P. Mastorakos inquired about the status of continued updates to existing policies.

Councillor P. Mastorakos raised some questions regarding recent discussions involving future ladder truck requirements for the Lucan Biddulph Fire Department. Discussion followed regarding increased height of future apartment buildings and requirements under the building code for fire suppression that would mitigate the need for a ladder truck.

Councillor D. Regan raised questions regarding the 60 km/h speed signs located near entrances of our community and if and when it would be appropriate to relocate them further out of town in order to reduce high speed traffic coming into Lucan.

Mayor C. Burghardt-Jesson advised she and L. deBoer recently delivered the Mayor’s Honor Roll awards to each deserving recipient.

Mayor C. Burghardt-Jesson commented on fundraising efforts that are taking place for the new building at Craigwell Gardens in Ailsa Craig and the possibility of promoting that fundraising campaign on our social media in an effort to spread awareness for this worthy project.

**Notices of Motion**

R. Reymer presented the following Notice of Motion as forwarded to staff by Councillor P. Mastorakos:

**10 a/ Respect in Workplace Policy No. 101-01-2020**

Moved by Councillor P. Mastorakos

Seconded by D. Regan

That Council direct staff to re-open the Respect in Workplace Policy No. 101-01-2020 to address what steps are taken if a complaint is received by the Head of Council in regards to the CAO as follows:

- If a complaint comes forward to the head of council it needs to be investigated
- The head of council has a responsibility but only as a conduit
- The head of council should not be the investigator
- The head of council would contact the municipal legal counsel for direction
- The head of council after speaking with legal counsel, and with legal counsel assistance, would call a closed session of council
- Any further action would be at the direction of the legal counsel

Discussion followed regarding the complaint process as identified in the current Respect in Workplace policy and clarification on the process, should a complaint be received regarding the CAO.

Mayor C. Burghardt-Jesson suggested an amendment to the Motion as presented by Councillor P. Mastorakos.

Mayor C. Burghardt-Jesson stepped down as Chair to make the motion at 8:41 p.m. and D. Manders assumed the Chair.

**10 b/ Amendment to Respect in Workplace Policy No. 101-01-2020**

Moved by C. Burghardt-Jesson

Seconded by D. Regan

That the aforesaid Motion **10 a/ Respect in Workplace Policy No. 101-01-2020** be amended to the following:

That Council direct staff to amend the Respect in Workplace Policy No. 101-01-2020 to address steps taken if a complaint is received by the Head of Council with regards to the CAO as follows:

If the complaint is regarding the CAO, it should be submitted to the Mayor or designate and forwarded to Council for appropriate direction and action.

CARRIED

Mayor C. Burghardt-Jesson resumed as Chair at 8:42 p.m.

Mayor C. Burghardt-Jesson asked if there was any further discussion on the Notice of Motion, as amended. A further comment was made regarding possible deferral of the topic of discussion for a professional opinion from Nigel Bellchambers on the appropriate process to be identified in the policy.

For clarity, the Notice of Motion, as amended, was as follows:

*That Council direct staff to amend the Respect in Workplace Policy No. 101-01-2020 to address steps taken if a complaint is received by the Head of Council with regards to the CAO as follows:*

*If the complaint is regarding the CAO it should be submitted to the Mayor or designate and forwarded to Council for appropriate direction and action.*

CARRIED

**Motions**

**11/ AMO Conference 2021**

Moved by

Seconded by

That the Council of the Township of Lucan Biddulph authorize Dave Manders, Daniel Regan and Ron Reymer to attend the AMO Virtual Conference from August 15 - 18, 2021 at a registration cost of \$600.00 (plus HST) per person.

CARRIED

**12/ AMCTO Conference 2021**

Moved by

Seconded by

That the Council of the Township of Lucan Biddulph authorize Ron Reymer to attend the AMCTO Virtual Leader's Forum on April 27, 2021 at a registration cost of \$300.00 (plus HST) per person.

CARRIED

**13/ Bylaws**

Moved by

Seconded by

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:

- 22-2021 Committee Appointment Bylaw
- 23-2021 Confirming Bylaw

CARRIED

**14/ Adjournment**

Moved by D. Regan

Seconded A. Westman

Resolved that the Council meeting be adjourned at 8:58 p.m.

CARRIED

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MAYOR CLERK

# The Corporation of the Township of Lucan Biddulph Special Meeting Minutes

**Present:** Mayor C. Burghardt-Jesson; Deputy Mayor D. Manders, Councillor A. Westman, D. Regan and P. Mastorakos (via electronic participation)

**Also Present:** R. Reymer-CAO, L. deBoer-Economic Development Officer; T. Merner-Deputy Clerk, K. Langendyk-Treasurer, J. Little-Public Works Manager, P. Smith-Parks & Rec Manager, Dan Fitzgerald-County Planner, Abby Heddle-County Planner, Stewart Findlater-Planning Consultant (via electronic participation)

**Call To Order**

Mayor C. Burghardt-Jesson called the meeting to order at 8:30 a.m.

**Declaration of Pecuniary Interest & Nature Thereof**

None.

**Delegations**

Stewart Findlater, of Findlater & Associates Inc. attended to review and present the draft Municipal Comprehensive Review (MCR). Mr. Findlater advised the MCR is the background study required in the Official Plan update process which is completed every 5 years. The purpose of the Official Plan update is to review the settlement area designations and determine if there is enough designated land for development to meet the needs of growth or if an expansion of the boundaries is necessary. The MCR and Official Plan will provide the policy framework to guide growth in the Township over the next 25 years. He noted the Middlesex County Official plan recognizes Lucan and Granton as the two settlement areas within the Township of Lucan Biddulph. Mr. Findlater then reviewed and summarized the data results including the historic growth patterns and housing starts; Watson & Associates Economists Ltd. Population and housing demand projections; current development proposals and vacant land supply by settlement area; estimated land requirement for anticipated development; requests for lands to be included in Lucan Settlement Area and opportunities/constraints for growth. Mr. Findlater advised that based on findings from the MCR 55 hectares of land should accommodate the anticipated growth over the next 25 years and the lands northeast of the Lucan urban boundary have the fewest constraints therefore best opportunity for future growth expansion.

Discussion and questions followed from Council members including the following:

- why Granton and Clandeboye are not included on the map for good opportunity for growth.
- housing projections and the high level of growth expected for the next 5-10 years in Lucan;
- existing land that is available within Lucan to accommodate the next 6-7 years of growth;
- concerns for designating future lands and developers sitting on it which would delay the cost recovery of the expansion of the sewage treatment plant;
- concerns for designating future lands for growth without additional recreational land purchased by the Township;
- possible demographic projections;
- setting design standards for future developments going forward;
- possible advertising and branding of our community;
- the process involved to re-evaluate and designate more land in the future should the need arise;

Mr. Findlater noted Clandeboye is considered a Hamlet and does not have municipal

sanitary sewers or any large scale developments. He further noted Granton has potential issues with the sanitary treatment plant therefore is less likely to be able to accommodate large scale development. Mr. Findlater also noted there are 23 hectares of land currently within the Granton settlement boundary that can accommodate future growth.

D. Fitzgerald noted demographics were taken into account with the report from Watson & Associates, which showed population across Southwestern Ontario is aging. D. Fitzgerald further noted the report from Watson & Associates has been adopted by County Council and based on that analysis 55 hectares of land is the high level scenario arrived at for future growth needs in Lucan Biddulph. He further noted the 55 acres is additional land and does not take into account removing and re-allocating any future residential designated lands within the Township. Mr. Findlater added he is not recommending any down-designation of lands from Clandeboye or Granton at this time nor is there a need to designate any further commercial or industrial land designation within the Township.

Mr. Findlater reviewed the next steps going forward which include background report available for public viewing, i.e. website, scheduling virtual public open house meetings the week of April 26<sup>th</sup>; summarizing information received from both public open house meetings and written submissions; draft official plan amendment based on Council's direction; public planning meeting in accordance with Section 26 of the Planning Act and forwarding the Official Plan Amendment to County Council for adoption once passed by Lucan Biddulph Council.

1/ Municipal Comprehensive Review Report

*Moved by D. Manders*

*Seconded D. Regan*

*Resolved that Council receives the draft Municipal Comprehensive review as presented for information.*

CARRIED

2/ Adjournment

*Moved by A. Westman*

*Seconded D. Regan*

*Resolved that the Special Council meeting be adjourned at 9:55 a.m.*

CARRIED

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MAYOR

CLERK

# The Corporation of the Township of Lucan Biddulph Council Minutes

**Present:** Mayor C. Burghardt-Jesson, Deputy Mayor D. Manders, Councillor D. Regan, Councillor P. Mastorakos and A. Westman

**Also Present:** R. Reymer-CAO/Clerk, T. Merner-Deputy Clerk, L. deBoer-Economic Development Coordinator, J. Little-Public Works Manager, K. Langendyk-Treasurer, P. Smith-Parks & Recreation Manager, D. Fitzgerald-County Planner

**Call To Order**

Mayor C. Burghardt-Jesson called the meeting to order at 5:30 pm. The meeting took place electronically.

**Declaration of Pecuniary Interest & Nature Thereof**

<u>a. Member</u>	<u>Item #</u>
Councillor P. Mastorakos	11 (g) Report No. EDC-04-2021 & EDC-05-2021

**Nature of Conflict**

Owns investment property that could potentially benefit from the Community Improvement Plan and temporary medical office space

**1/ Closed Session**

*Moved by D. Regan*

*Seconded by A. Westman*

*Resolved that Council adjourn its regular meeting in order to conduct a closed session pursuant to Section 239 (2) of the Municipal Act for the purpose of litigation or potential litigation matters, including matters before administrative tribunals, affecting the municipality or local board.*

**CARRIED**

**2/ Rise from Closed Session**

*Moved by A. Westman*

*Seconded by D. Regan*

*Resolved that Council reconvene its regular meeting at 6:08 p.m.*

**CARRIED**

**3/ Report from Closed Session**

*Moved by D. Regan*

*Seconded by A. Westman*

*That Council support the revised 4-storey proposal from Brock Developments as per the discussion from the Closed Session of Tuesday, Apr 20, 2021.*

**CARRIED**

**Announcements**

Like you, I imagine, I was disheartened by the Premier's announcement on Friday. All of us have our own particular areas of concern given our own individual likes and priorities. Some may see restrictions or new rules that don't make sense to us because they affect our personal concerns while we think others aren't being affected. It is important to remember that everyone is being affected and it is a burden that we all share, although it will show on us all in different ways. It is a big province and what makes sense in Toronto and the GTA on the surface may not make sense here. However, it has been made clear these last few weeks we are all connected by a fragile health care system and so we all must participate in maintaining it to ensure it is there when we need it.

As much as we look to government for answers, this is a time that our own personal accountability is essential for success. This virus is not going away. It will be a fact of life for the foreseeable future. The only assurance any of us have is a rise in vaccinations so that the spread slows. That rise is dependent on many things, largely out of our control.

I think it is safe to say we all share frustrations around many aspects of the pandemic. My frustrations may be different than yours but the one thing we can agree on is, constant judgement and scorn isn't doing anyone any good. When venting (and I do my share...ask my family), becomes anger our own personal mental health suffers. In connecting with friends, family, and residents, it seems the last week or so has been emotionally difficult, perhaps the worst week yet when dealing with a constant barrage of restrictions. As I have said many times, being physically distant does not mean being socially apart. Reach out to family and friends. Keep in touch, pick up the phone, or send a text. Should your mental health be challenged, please make use of the many community resources available. A personal self-check in to see how we are doing is a good idea. You may not even be aware of how the stressors have impacted you. It's been said: "At different stages in our lives, the signs of love may vary: dependence, attractions, contentment, worry, loyalty, grief, but at the heart of it, the source is always the same. Human beings have the rare capacity to connect with each other, against all odds." It may feel like we have a lot stacked against us, but find it in yourself to connect with people who are important to you.

In all my years in office I've trumpeted the strength and character of Lucan Biddulph across the province and I am here to tell you our community is unmatched. We have had many successes because of our character; Relay for Life, Baconfest, and of course Hockeyville. When called upon, you always do us proud. We need to channel that energy into the responsibilities before us now. It is that commitment and dedication to a greater good that will surely lead us to better days shining through..so with that in mind...I asked you for good news stories, and I want to thank you for sharing! Shout-outs and thank you's to the following community members.

To Sheena & Dave Clarke! Thank you for organizing a neighbourhood scavenger hunt. From what I understand it was a great success, all the while ensuring it was COVID safe. Your brightened up some kiddies and provided a fun, family friendly event.

To Ashlynn Read! You have taken it upon yourself to highlight and champion our local businesses during our initial 28 days of stay-at-home. It is so encouraging to see small businesses supporting other small businesses...that is what helps build community.

The residents of Granton have done a great job of raising money for their speed sign. It is gratifying to see during these challenging times. And I also understand all the garden plots have once again been spoken for.

Stay strong my friends...we are in the last leg of the race, we will get through this.

### **Public Meeting Under Planning Act, R.S.O. 1990, c.P.13**

#### **3/ Committee of Adjustment**

*Moved by A. Westman*

*Seconded by D. Regan*

*Resolved that the Council of the Township of Lucan Biddulph adjourn its regular meeting at 6:17 p.m. in order sit as a Committee of Adjustment under Section 45 of the Planning Act, R.S.O. 1990, as amended.*

**CARRIED**

#### **a) B-15-2020 and B-3-2021 – 33799 Stonehouse Line**

D. Fitzgerald, County Planner reviewed report no. PL-10-2021 and advised the purpose of the application B-15-2020 is to sever a surplus farm dwelling. He noted the application previously came forward to Council on December 15, 2020 and the applicant has since revised the application to reduce the hectares and provide proof of surplus farm dwelling qualification. D. Fitzgerald further noted the applicant has also applied for a Consent to establish a an easement to accomodate the existing geothermal heating system which supports the residential portion of the lands.

No questions were received from Council.

The agent, Steve Thomas and his solicitor, Andrew Phillips participated and Mr. Phillips advised Mr. Thomas has now purchased the property and is satisfied with the planner's report and conditions presented.

The following public members participated:

#### **Henk and Annie vanden Berg**

Mr. and Mrs. Vanden Berg, raised concerns regarding the easement and the property changing hands in the future and how a discrepancy could affect future use of the agricultrual land. D. Fitzgerald advised the easement runs in perpetiuty with the land and it cannot be discharged, noting the easement will be registered on title to the lands naming the residential owner as the beneficiary.

No further comments were received.

**4/ B-15-2020 and B-3-2021 – 33799 Stonehouse Line**

*Moved by D. Regan*

*Seconded by A. Westman*

*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**, 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.*
- 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.
- 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.

CARRIED

**b) B-2-2021 – 175 Stanley Street (Bast and Simons)**

D. Fitzgerald, County Planner reviewed report no. PL-12-2021 and advised the purpose of the applicaiton is to seek consent to sever a residential lot from the existing parcel of land with the effect of establishing a new residential lot that would accomodate a future single family dwelling. He noted comments from the Ausable Bayfield Conservation Authority were received after the report was written and the ABCA has advised they are not in support of the severance as a large portion of the land is contained within the flood plain and it would further fragment land. D. Fitzgerald further noted that ABCA advsied that alternatively if Council permits the severance ABCA would apply a condition that the development is located outside of the flood plain área. D. Fitzgerald noted staff has consulted with the applicant and determined that there is sufficient land to building outside of the regulated flood plain área.

Discussion followed from Council regarding the cash-in-lieu of parkland fee requirement and the applicant's awareness of the condition imposed by the ABCA.

The applicant was in attendance but had no comments or concerns.

**5/ B-2-2021 175 Stanley Street, Lucan (Bast and Simons)**

Moved by D. Manders

Seconded by A. Westman

THAT Application for Consent B-2/2021, filed by Michael Bast 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.

CARRIED

**c) A-2-2021 – 35025 Saintsbury Line (Bissonnette)**

D. Fitzgerald, County Planner reviewed report no. PL-09-2021 and advised the purpose of

the application is to seek permission to construct an accessory building within the front yard. He further noted the proposed building would be buffered from the road way by the existing established tree line. D. Fitzgerald advised no comments were received from agencies of staff.

No questions or comments were received from Council or the Applicant.

**6/ A-2-2021 – 35025 Saintsbury Line (Bissonnette)**

*Moved by A. Westman*

*Seconded by D. Regan*

*THAT Application for Minor Variance A-2/2021; filed by Roy Bissonnette for a property located on the west side of Saintsbury 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.*

CARRIED

**7/ Adjourn Committee of Adjustments Meeting**

*Moved by P. Mastorakos*

*Seconded by D. Regan*

*Resolved that the Committee does now rise at 6:41 p.m. and reconvene its regular meeting to continue with its deliberations.*

CARRIED

**Delegations**

*Lindsay Brock, CEO Middlesex County Library*

*Leigh Robinson, Lucan Branch Supervisor*

*Doug Warnick, Parkhill Branch Supervisor*

*Josh Smith, Middlesex Library Community Navigator*

*Pauline Andrew, Manager of Social Services*

L. Brock began by noting that the Global Pandemic has challenged libraries to change service models. She introduced each member in attendance and the two brief topics to be presented.

L. Robinson and D. Warnick presented information regarding the MINDS Crisis Shuttle program which provides free transportation to youth in crisis to the CMHA crisis centre in London. This program is a collaboration between MINDS of London Middlesex, Middlesex Library and Star Taxi. L. Robinson noted the group continues to meet regularly to address any issues that arise and discuss funding and future goals.

J. Smith presented information on the recently added community navigator position within the Middlesex County Library. He noted the focus of this position is to provide supports related to homelessness and housing related services. He further added the service helps people in our County get connected with the proper resources such as youth programming, clothing and food supports, social service applications, mental health supports, community legal services, addiction services, birth certificate applications, housing services and employment.

Discussion followed regarding support for social housing and steps being taken to decrease wait times and promoting these services in our community.

**8/ Adoption of Minutes**

*Moved by A. Westman*

*Seconded by D. Manders*

*That the special council minutes of April 12, 2021 be approved as circulated.*

CARRIED

**Business Arising**

Mayor C. Burghardt-Jesson noted all items are on-going at this time.

**Correspondence**

Discussion took place regarding items 9.1 and 9.2 (k)

**9/ Endorsement of Support regarding Support for Fire Departments**

*Moved by P. Mastorakos*

*Seconded by D. Regan*

*Resolved that Council direct staff to send a letter of support regarding the Township of Hudson's request for support for fire departments.*

CARRIED

**10/ Endorsement of Support regarding Joint and Several Liability - Item 9.2 (k)**

*Moved by D. Regan*

*Seconded by A. Westman*

*Resolved that Council direct staff to send a letter of support regarding the Township of Zorra's endorsement of support for the Municipality of Tweed's call for reform and reconsideration of the Negligence Act, R.S.O. 1990, c N.1.*

CARRIED

**11/ Receive Communication Reports**

*Moved by A. Westman*

*Seconded by P. Mastorakos*

*That Items 9.1 through 9.2 (p) (Correspondence) be received for information.*

CARRIED

**Committee Reports**

ABCA and UTRCA

A Westman provided an update on a special meeting recently. He further noted conservation authorities are dealing with a lot of changes regarding permits for development along shoreline lands.

PRAC

P. Smith noted new members Amanda Morrison, Stephanie Ash and Ian Watson were welcomed at the recent Parks & Recreation Committee meeting. Council members further welcomed and thanked each member for the volunteer contribution in our community.

**Staff Reports**

CAO/Clerk

R. Reymer noted staff at the municipal office will be minimal in order to adhere to provincial regulations during the current lockdown orders.

R. Reymer provided an update on a recent meeting regarding the future Police Services Board requirements. Discussion followed regarding the proposed board representative composition and the proposal deadline of June 7, 2021.

Finance

K. Langendyk reviewed report no. FIN-06-2021 regarding the current reserve balances. She noted some reserves are discretionary, some are obligatory and some established due to legislation and can only be used for their specific purposes. She further noted the 2020 balances have not been audited as of this date. Discussion followed regarding targets for reserve funds and K. Langendyk noted the Township does have long financial goals set.

K. Langendyk reviewed report no. FIN-07-2021 and advised the budget to actual summary has been prepared to provide current financial standings and operating results. She further noted staff has been doing its best to minimize financial impacts of COVID-19.

**12/ Reserves Summary and Budget to Actual March 2021**

*Moved by D. Regan*

*Seconded by P. Mastorakos*

*That Council receive report no. FIN-06-2021 and FIN-07-2021 for information.*

CARRIED

Planning

D. Fitzgerald reviewed the Lucan Biddulph 2020 Annual Planning summary report. A significant

increase of planning applications was seen in 2020 with a total of 40 applications as opposed to 22 in 2019. D. Fitzgerald further noted Lucan Biddulph did receive two draft plan of subdivision applications in 2020. He further noted that based on aging population trends and demographics, planning policies will likely change in the future to accommodate.

**13/ 2020 Annual Planning Summary Report**

*Moved by D. Regan*

*Seconded by P. Mastorakos*

*That Council receives report no. PL-08-2021 for information.*

CARRIED

D. Fitzgerald reviewed report no. PL-11-2021 regarding site plan approval submitted by Vandermolen Homes to establish a 4-unit industrial building in Phase 1 of the Industrial Subdivision on the West side of Heenan Court.

**14/ SPA-1-2021 1005 Heenan Court (Vandermolen)**

*Moved by A. Westman*

*Seconded by D. Manders*

*That Council receives report no. PL-11-2021 and accepts the Planner's recommendation.*

CARRIED

**Public Works**

J. Little reviewed report no. HS-01-2021. He noted the Township has entered into a program with WSIB, namely the Health and Safety Excellence program and staff has prepared three statement policies which will go to departments heads for input and then Council for approval and adoption. Discussion followed regarding our existing policies and J. Overholt advised the Township currently has a health and safety program in place and this update program will work through a review and update of existing policies while encouraging engagement from staff on procedures in place.

**16/ Health and Safety Policy and Procedure update**

*Moved by A. Westman*

*Seconded by D. Regan*

*That Council receive report no. HS-01-2021 for information.*

CARRIED

J. Little provide a brief department update and noted there was a recent non-compliance at the Granton Sanitary Treatment Plant due to an increase in the monthly average of suspended solids in March. He noted this is not unusual during snow melt or large rain seasons and OCWA is looking into solutions to rectify this problem in the future.

**Parks & Recreation**

P. Smith gave a department update and note staff have been working hard to comply with provincial orders. He noted playgrounds and green space remain open, however tennis courts, skate parks, ball diamonds and soccer fields are closed. He further noted staff is hopeful recreational sports will resume this summer. P. Smith further advised they are having difficulty finding lifeguards for the pool and continue to try and recruit applicants.

**Economic Development**

L. deBoer advised Jessie McPhail has joined to present the final Community Improvement Plan document and Bylaws. Mr. McPhail explained the purpose of the Bylaws included for adoption noting there were some minor textural changes merited to the Lucan Biddulph Official Plan which is why an Official Plan Amendment is being brought forward. The Official Plan Amendment bylaw will then be sent onto County Council for approval.

**17/ Public Urbanism Report**

*Moved by D. Regan*

*Seconded by D. Manders*

*That Council receive report No. EDC-04-2021 for information;*

CARRIED

L. deBoer reviewed report no. EDC-05-2021 and advised staff have been working with Dr. Viguera to try and find future office space for her medical practice. She noted finding existing space that meets accessibility requirements has been difficult to find. L. deBoer advised staff has investigated options for a temporary mobile trailer space until Dr. Viguera is able to find a permanent location. Discussion followed regarding timelines involved and staff advised Dr. Viguera has been requested to vacate the existing building at 280 Main Street by the end of September 2021. It was further noted that Dr. Viguera has approximately 3 – 4,000 patients

and past Councils of Lucan Biddulph have invested in Doctors for our community.

**18/ Temporary Office Space for Dr. Mia Viguera**

*Moved by D. Regan*

*Seconded by P. Mastorakos*

*That Council receive report no. EDC-05-2021;*

*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.*

CARRIED

**Councillor's Comments**

Councillor Westman noted work has begun on the Granton community gardens. He further noted fundraising for radar signs in Granton has begun and support has been great and they are well on their way to raising enough funds for two radar signs for the Granton Community.

Mayor C. Burghardt-Jesson noted in honour of earth week and by pitching in to clean up in our community this week residents can share and enter a draw on social media for a chance at winning a local gift certificate. Councillor D. Regan noted he and residents will be cleaning up along Nicoline Avenue and the park this week.

**Notice of Motions**

None

**Motions**

**19/ Accounts Paid**

*Moved by P. Mastorakos*

*Seconded by A. Westman*

*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*

CARRIED

**12/ Confirming**

*Moved by D. Regan*

*Seconded by D. Manders*

*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)*
- 30-2021 Confirming Bylaw*

CARRIED

**21/ Adjournment**

*Moved by A. Westman*

*Seconded by D. Manders*

*Resolved that the Council meeting be adjourned at 8:23 p.m.*

CARRIED

MAYOR

CLERK

**Business Arising – Minutes of April 20, 2021**

Discussion Item	Minutes Action	Follow-up	Date to be Completed/or Update on Status

**Previous Meetings**

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
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

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister  
777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre  
777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél. : 416 585-7000



April 27, 2021

Dear Head of Council,

As you may be aware, the Ontario government is consulting on how to strengthen accountability for municipal council members. We want to ensure that councillors and heads of council maintain a safe and respectful workplace and carry out their duties as elected officials ethically and responsibly. More information on the scope of consultations can be found at [Ontario.ca](https://www.ontario.ca).

As part of this work, my colleague Jill Dunlop, Associate Minister for Children and Women's Issues will be seeking input from members of council representing each of Ontario's municipalities through one of two hour-long telephone townhall sessions with municipal representatives from Western Ontario's municipalities on June 8, 2021 at 9:30 AM EDT.

This session will provide participants with the opportunity to share their valuable feedback on:

- what changes or mechanisms are needed to better hold council members accountable for municipal code of conduct violations;
- how to effectively enforce these codes
- whether a broader range of penalties for violations of the codes of conduct are needed; and
- the circumstances in which these potential penalties could be applied.

Please identify one member of your council to participate in the session. Once chosen, the one identified member of your council should register via [Eventbrite](https://www.eventbrite.com) by Thursday, May 6, 2021. The registered member will receive instructions about how to participate in the session prior to the meeting.

We have also launched an online survey to seek input on ways to strengthen accountability mechanisms for municipal council members. I encourage members of council and municipal staff to provide their input on this important topic through the online survey: [Consultation: Strengthening accountability for municipal council members | Ontario.ca](https://www.ontario.ca/survey). This online survey will be available until July 15, 2021. Please share this link with your municipal staff.

I hope you will accept this invitation to participate in this session, as we look forward to hearing your feedback on how to strengthen accountability for municipal council members.

Sincerely,



Steve Clark

Minister of Municipal Affairs and Housing

- c: Clerk and Chief Administrative Officers  
Jill Dunlop, Associate Minister of Children and Women's Issues  
Kate Manson-Smith Deputy Minister, Ministry of Municipal Affairs and Housing  
Marie-Lison Fougère, Deputy Minister Responsible for Women's Issues

**Ministry of Municipal  
Affairs and Housing**

**Ministère des Affaires  
Municipales et du Logement**

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**April 17, 2021**

**MEMORANDUM TO: Municipal Chief Administrative Officers and Clerks**

**Cc: Heads of Council**

**SUBJECT: Enhanced Enforcement and New Order under the  
*Emergency Management and Civil Protection Act*  
(EMCPA)**

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As you heard yesterday from the Premier, the Ontario government is taking targeted action to stop the rapid growth in COVID-19 case rates and relieve mounting pressure on the province's health care system.

I am writing today to make sure that you stay informed about the changes to the Stay-at-Home order, new enforcement authority for police and other provincial offences officers, including municipal bylaw officers, and the implementation of additional public health and workplace safety measures. Taken together, these actions are needed to help control the spread of the virus.

Both the provincial declaration of emergency and the Stay-at-Home order (O.Reg 265/21) have been extended for an additional two weeks. The Stay-at-Home order currently in effect requires everyone to remain at home except for specified purposes, such as going to the grocery store or pharmacy, accessing health care services (including getting vaccinated), for outdoor exercise, or for work that cannot be done remotely.

To increase public compliance with the Stay-at-Home order and stop the spread of COVID-19, amendments to an emergency order (O.Reg 8/21 Enforcement of COVID-19 Measures) have been made that provide police officers and other provincial offences officers, including municipal bylaw officers, with enhanced authority to provide an additional tool to support enforcement of O. Reg. 82/20 with respect to prohibited social gatherings, as follows:

Effective immediately new authorities will allow a police officer or other provincial offences officer, including a municipal bylaw officer, to require, in certain circumstances and with limitations, information from an individual for the purpose of determining whether they are in compliance with the prohibitions on certain gatherings set out in Schedule 4 of O.Reg. 82/20.

Additionally, effective Monday, April 19, 2021 at 12:01 a.m., the government is restricting travel into Ontario from the provinces of Manitoba and Quebec, subject to some specific exceptions.

The government has also updated a number of public health and workplace safety measures. Some of these measures are effective April 17, 2021 at 12:01 a.m., while others take effect Monday, April 19, 2021 at 12:01 a.m. I know you have been working closely with your Public Health Units and I encourage you to continue that collaboration as we work to control the spread and distribute vaccines.

Additional details on these matters are available in the attached memorandum from the Ministry of Solicitor General to Chiefs of Police dated April 17, 2021.

A French language version of this memorandum will follow shortly.

Thank you, once again, for your partnership and continued efforts to keep our communities safe and healthy in these unprecedented times.

Yours truly,

Kate Manson-Smith  
Deputy Minister

Enclosure: Correspondence from the Ministry of the Solicitor General to all Chiefs of Police dated April 17, 2021 – Enhanced Enforcement and New Order under the *Emergency Management and Civil Protection Act* (EMCPA)



**Executive Council**  
**Conseil exécutif**

R.O.C./Décret 257 / 2021

I certify that the attached is a true copy of the Regulation under the Emergency Management and Civil Protection Act, made by Her Honour the Lieutenant Governor in Council on April 17, 2021.

Dated at Toronto, April 17, 2021

A handwritten signature in blue ink, appearing to read "J. T. Little", written over a horizontal line.

Deputy Clerk, Executive Council



Ontario

Executive Council  
Conseil exécutifOrder in Council  
Décret

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and concurrence of the Executive Council, orders that:

the appended Regulation be made under the *Emergency Management and Civil Protection Act*.

Sur la recommandation de la personne soussignée, la lieutenant-gouverneure, sur l'avis et avec le consentement du Conseil exécutif, décrète ce qui suit :

Le règlement ci-annexé est pris en vertu de la *Loi sur la protection civile et la gestion des situations d'urgence*.

Recommandé par :

Recommended

Appuyé par :

Le président du Conseil des ministres,

Concurred

Chair of Cabinet

Approuvé et décrété le

La lieutenant-gouverneure,

Approved and Ordered

APR 17 2021

5:40 p.m.

Date and Time

Lieutenant Governor

R.O.C./Décret (R)

257/2021

May 04, 2021

Page 5 of 10

Filed with the Registrar of Regulations  
Déposé auprès du registraire des règlements

APR 17 2021

Number (O. Reg.)  
Numéro (Règl. de l'Ont.) → 298/21

[Bilingual]

**CONFIDENTIAL**

Until made

**REG2021.0409.e**

**2**

## **ONTARIO REGULATION**

made under the

### **EMERGENCY MANAGEMENT AND CIVIL PROTECTION ACT**

Amending O. Reg. 8/21

(ENFORCEMENT OF COVID-19 MEASURES)

**1. Section 2.1 of Schedule 1 to Ontario Regulation 8/21 is revoked and the following substituted:**

#### **Requirement to provide information**

**2.1** (1) Where a police officer or other provincial offences officer has reason to suspect that an individual may be participating in a gathering that is prohibited by clause 1 (1) (c) of Schedule 4 of Ontario Regulation 82/20 (Rules for Areas in Stage 1) made under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020*, and believes that it would be in the public interest to determine whether the individual is in compliance with that clause, the officer may require the individual to provide information for the purpose of determining whether they are in compliance with that clause.

(2) Every individual who is required under subsection (1) to provide a police officer or other provincial offences officer with information described in that subsection shall promptly comply.

(3) The power described in subsection (1) may only be exercised in a health unit to which Ontario Regulation 265/21 (Stay-at-Home Order) made under the Act applies.

**CONFIDENTIEL**  
jusqu'à la prise du décret

Reg2021.0409.f02.EDI  
2-CJO

**RÈGLEMENT DE L'ONTARIO**

pris en vertu de la

**LOI SUR LA PROTECTION CIVILE ET LA GESTION DES SITUATIONS  
D'URGENCE**

modifiant le Règl. de l'Ont. 8/21

(EXÉCUTION DE MESURES LIÉES À LA COVID-19)

**1. L'article 2.1 de l'annexe 1 du Règlement de l'Ontario 8/21 est abrogé et remplacé par ce qui suit :**

**Obligation de fournir des renseignements**

**2.1** (1) Lorsqu'un agent de police ou autre agent des infractions provinciales a des raisons de soupçonner qu'un particulier participe à un rassemblement interdit par l'alinéa 1 (1) c) de l'annexe 4 du Règlement de l'Ontario 82/20 (Règles pour les régions à l'étape 1) pris en vertu de la *Loi de 2020 sur la réouverture de l'Ontario (mesures adaptables en réponse à la COVID-19)*, et qu'il estime qu'il serait dans l'intérêt public d'établir si ce particulier se conforme à cet alinéa, l'agent peut exiger que ce particulier fournisse des renseignements afin d'établir s'il se conforme à cet alinéa.

(2) Tout particulier qui est tenu, en application du paragraphe (1), de fournir à un agent de police ou autre agent des infractions provinciales les renseignements visés à ce paragraphe se conforme promptement à l'exigence.

(3) Le pouvoir visé au paragraphe (1) ne peut être exercé que dans une circonscription sanitaire à laquelle s'applique le Règlement de l'Ontario 265/21 (Décret ordonnant de rester à domicile) pris en vertu de la Loi.

## Ministry of the Solicitor General

Public Safety Division

25 Grosvenor St.  
12<sup>th</sup> Floor  
Toronto ON M7A 2H3Telephone: (416) 314-3377  
Facsimile: (416) 314-4037

## Ministère du Solliciteur général

Division de la sécurité publique

25 rue Grosvenor  
12<sup>e</sup> étage  
Toronto ON M7A 2H3Téléphone: (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:** **Enhanced Enforcement and New Order under the  
*Emergency Management and Civil Protection Act***

<b>DATE OF ISSUE:</b>	<b>April 17, 2021</b>
<b>CLASSIFICATION:</b>	<b>General Information</b>
<b>RETENTION:</b>	<b>Indefinite</b>
<b>INDEX NO.:</b>	<b>21-0046</b>
<b>PRIORITY:</b>	<b>High</b>

As you know, the government issued a provincewide Stay-At-Home order under the *Emergency Management and Civil Protection Act* (EMCPA) that, effective Thursday, April 8, 2021 at 12:01 a.m., required everyone to remain at home except for specified purposes, such as going to the grocery store or pharmacy, accessing health care services (including getting vaccinated), for outdoor exercise, or for work that cannot be done remotely.

At the request of the Chief Medical Officer of Health, due to the continued and rapid growth in the number and percentage of positive cases, pressures on the province's health care system, and increasing risks posed to the public by COVID-19 variants, the government is strengthening the tools for enforcement of the province's Stay-at-Home order while imposing new travel restrictions and enhanced public health measures. These urgent actions are targeted at stopping the rapid growth in COVID-19 case rates and relieving mounting pressures on the province's health care system. As such, [EMCPA O. Reg. 265/21 \(Stay-At-Home order\)](#) has now been extended for an **additional two weeks**.

However, it has been observed that individuals continue to leave their homes for purposes that are not permitted by the Stay-at-Home order, including gatherings, and this non-compliance needs to be addressed to prevent further transmission and save lives.

As a reminder, in order to help with enforcement of orders made under *Reopening Ontario (A Flexible Approach to COVID-19) Act, 2020* (ROA) and the EMCPA, regulations have been made under these Acts (O. Reg. 114/20 and O. Reg. 8/21) pursuant to which a police officer or any other provincial offences officer may require an individual to provide the officer with the individual's correct name, date of birth and address if the officer has reasonable and probable grounds to believe that the individual has committed an offence under subsection 10 (1) of the ROA or s. 7.0.11 of the EMCPA.

Police and other provincial offences officers have the authority to disperse gatherings or organized public events that are not complying with gathering/event limits; and all provincial offences officers - not just police, First Nations Constables and special constables - can temporarily close premises where prohibited gatherings are occurring and require individuals to vacate.

**Effective immediately, amendments to EMCPA O. Reg. 8/21 (Enforcement of COVID-19 Measures)** will provide an additional tool to support enforcement of O. Reg. 82/20 with respect to prohibited social gatherings, as follows:

- Where a police officer or other provincial offences officer has reason to suspect that an individual may be participating **in a gathering that is prohibited** by clause 1 (1) (c) of Schedule 4 of Ontario Regulation 82/20 (Rules for Areas in Stage 1) made under ROA, and believes that it would be in the public interest to determine whether the individual is in compliance with that clause, the officer may require the individual to provide information for the purpose of determining whether they are in compliance with that clause.
  - Every individual who is required to provide a police officer or other provincial offences officer with information shall promptly comply.
  - **This power may only be exercised in a health unit to which Ontario Regulation 265/21 (Stay-at-Home Order) made under the Act applies.**

As a reminder, the penalty for breaching an order under the EMCPA if issued a notice of offence (ticketed) under *the Provincial Offences Act* (POA) is \$750.

Any public complaints related to police conduct or misuse of these powers should be handled by Chiefs of Police or the Office of the Independent Police Review Director (OIPRD) as appropriate through existing oversight processes set out in the *Police Services Act* (PSA).

In addition, in order to limit the transmission of the variants of concern in Ontario, [O. Reg. 293/21 \(Persons Entering Ontario From Manitoba or Quebec\)](#) has been made under the EMCPA. **Effective Monday, April 19 at 12:01 a.m. local time**, it will restrict travel between Ontario and the provinces of Manitoba and Quebec with exceptions for purposes such as work, medical care or transportation of goods.

Enforcement officials, meaning police officers, First Nations Constables, special constables, officers appointed for carrying out the provisions of the *Highway Traffic Act*, conservation officers appointed under the *Fish and Wildlife Conservation Act, 1997*, or a person or class of persons designated by the Solicitor General for the purposes of this order, will have the following powers:

- Require a person entering Ontario at any point along the Quebec or Manitoba borders to stop;
- Require the person to provide any available identification or documents and answer any questions to determine if they are complying with the order; and
- Require a person to return to Quebec or Manitoba, as applicable, if the enforcement official reasonably believes that the person is not complying with the order.

Finally, the following orders have been extended:

- The current declared provincial emergency made under [EMCPA \(O.Reg.7/21 - Declaration of Emergency\)](#) is extended for 14 days past its current end-date of April 21, 2021, until the end of the day on May 5, 2021; and
- All below in-effect orders made up to April 15, 2021, pursuant to the EMCPA, [are extended](#) to the first instant of May 5, 2021:
  - O. Reg. 8/21 Enforcement of COVID-19 Measures;
  - O. Reg. 55/21 Compliance Orders for Retirement Homes;
  - O. Reg. 265/21 Stay-At-Home Order;
  - O. Reg. 266/21 Residential Evictions;
  - O. Reg. 271/21 Work Redeployment for Local Health Integration Networks and Ontario Health;
  - O. Reg. 272/21 Transfer of Hospital Patients; and,
  - O. Reg. 288/21 Closure of Public Lands for Recreational Camping.

### **Enforcement of Orders**

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 POA) or to proceed under Part III of the POA by laying an information.

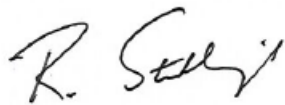
Analysis of enforcement data that your police service provides to the Ministry of the Solicitor General (ministry) continues to support data-driven decision-making. As part of your ongoing weekly reporting to the ministry on EMCPA and ROA enforcement activities, **please also provide data on the use of this new power regarding enforcement of prohibited social gatherings.**

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](mailto:EssentialWorkplacesSupport.SolGen@ontario.ca).

As cases continue to trend sharply upward along with instances of non-compliance, I encourage you to leverage this enhanced authority in your local enforcement of orders under the EMCPA and ROA. The ministry trusts that Chiefs of Police will ensure these new measures are used in a way that maintains public trust and confidence in police.

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

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Stubbings', is positioned above the printed name.

Richard Stubbings  
Assistant Deputy Minister  
Public Safety Division

Attachment

**From:** OPP News Portal <[newsportal@opp.ca](mailto:newsportal@opp.ca)>

**Date:** April 16, 2021 at 3:21:16 PM EDT

**Subject:** MEDIA ADVISORY-OPIOID AND ADDICTION VIRTUAL OPEN HOUSE

**Reply-To:** [derek.rogers@opp.ca](mailto:derek.rogers@opp.ca)

## **FROM/DE: Perth County Detachment**

**DATE: April 16, 2021**

**Attention:** Assignment Editors

News Directors

### **MEDIA ADVISORY-OPIOID AND ADDICTION VIRTUAL OPEN HOUSE**

**(PERTH AND HURON COUNTIES, ON)** - The Ontario Provincial Police (OPP) will host a virtual Huron - Perth Community Partners Open House: Topic - Opioids and Addictions.

**Background:** Every year, members of our communities struggle with substance use and addiction. An increasing number of people have died from opioid overdoses. In an effort to educate, protect, and support the public, the first-ever Huron - Perth Community Partners Open House will bring together partners such as Huron Perth Public Health, Stratford Police Service, Ontario Provincial Police, Choices for Change and the Tanner Steffler Foundation.

A panel of representatives from the participating organizations will discuss the opioid crisis in our communities and beyond. Experts will educate the public on current statistics, signs and symptoms of addiction and resources available for support. There will be an opportunity for the public to ask questions to the panel members at the end of the presentation.

**Date:** Wednesday, April 21, 2021

**Time:** 7:00 p.m.

**Location:** Virtual, via Ontario Provincial Police West Region Social Media

*The Open House will be a virtual format, and available to the public on the Ontario Provincial Police West Region social media accounts (Facebook and Twitter - below) live and will be available for additional viewing once complete.*

<https://www.facebook.com/OPPWest/>

[https://twitter.com/OPP\\_WR](https://twitter.com/OPP_WR)

**Media Contact:** Provincial Constable Jillian Johnson

**Email:** [jillian.johnson@opp.ca](mailto:jillian.johnson@opp.ca)

**opp.ca**

**TWITTER:** @OPP\_WR

**FACEBOOK:** @OPPWest

A new media release has been made by the OPP for West Region Headquarters, Brant County, Grey Bruce (Wiarton), Chatham-Kent, Elgin County, Essex County, Grey County (Chatsworth), Haldimand County, Huron County, Lambton County, Middlesex County, Norfolk County, Oxford County, Perth County, South Bruce, Wellington County. The release content is below. If you wish to unsubscribe from these alerts, log into the [OPP News Release Portal](#) and select "Manage Account".

**NOTICE OF OPEN HOUSE AND PUBLIC MEETING**pursuant to Sections 17 and 28 of the *Planning Act*, R.S.O. 1990, as amended**NORTH MIDDLESEX COMMUNITY IMPROVEMENT PLAN**

**TAKE NOTICE** that the Municipality of North Middlesex is considering a by-law to designate a Community Improvement Project Area and adopt a Community Improvement Plan (CIP) under Sections 17 and 28 of the *Planning Act*. The proposed by-law affects all lands within the Municipality of North Middlesex.

**VIRTUAL OPEN HOUSE – MAY 12, 2021 at 6:00 PM**

You are invited to participate in a virtual open house, which will provide more information to the public as well as allow for feedback and questions on the draft community improvement plan and community improvement plan by-law. The open house will be hosted live via ZOOM.

**Place:** *Due to the ongoing COVID-19 public health situation and related social distancing requirements, the open house will be held virtually. If you would like to participate in the open house, please provide your name and phone number to the Municipality by email to [mikeb@northmiddlesex.on.ca](mailto:mikeb@northmiddlesex.on.ca) or by phone to 519-294-6244 ext.220 by no later than 4:30 PM on May 11, 2021.*

**VIRTUAL PUBLIC MEETING – MAY 19, 2021 at 6:00 PM**

You are invited to participate in a virtual public meeting in order to allow the public to make formal written and/or oral submissions on the draft community improvement plan and community improvement plan by-law, prior to Council consideration. The public meeting will be hosted live via ZOOM.

**Place:** *Due to the ongoing COVID-19 public health situation and related social distancing requirements, the open house will be held virtually. If you would like to participate in the public meeting, please provide your name and phone number to the Municipality by email to [mikeb@northmiddlesex.on.ca](mailto:mikeb@northmiddlesex.on.ca) or by phone to 519-294-6244 ext.220 by no later than 4:30 PM on May 18, 2021.*

**WHAT IF I CANNOT ATTEND THE OPEN HOUSE OR PUBLIC MEETING?**

If you are unable or do not wish to attend the open house or public meeting but still wish to make a submission, please contact Mike Barnier, Director of Economic Development and Community Services, by phone at 519-294-6244 ext.220 or email at [mikeb@northmiddlesex.on.ca](mailto:mikeb@northmiddlesex.on.ca) prior to May 19, 2021.

**PURPOSE AND EFFECT**

The Municipality of North Middlesex has undertaken the preparation of a Community Improvement Plan (CIP) under Section 28 of the *Planning Act*. This Plan is intended to encourage improvements to public and private buildings/lands in strategic areas of the Municipality through the administration of financial incentives and municipal leadership initiatives. Pursuant to the requirements of the *Planning Act*, this plan must be adopted and implemented by way of by-law.

Accordingly, Council is considering **By-law 45 of 2021** to designate the entire Municipality of North Middlesex as a Community Improvement Project Area and adopt the Municipality of North Middlesex Community Improvement Plan.

**SHOULD YOU WISH TO MAKE A WRITTEN SUBMISSION** regarding the draft community improvement plan and/or community improvement plan by-law, please contact Mike Barnier; by phone at 519-294-6244 ext.220; by email at <mailto:mikeb@northmiddlesex.on.ca>; or by addressing written submissions to Mike Barnier at the Municipal Office at 229 Parkhill Main Street, Parkhill, ON, N0M 2K0.

**IF YOU WISH TO BE NOTIFIED OF THE DECISION OF THE MUNICIPALITY OF NORTH MIDDLESEX** in respect of By-law 45 of 2021, you must make a written request to Mike Barnier by email at [mikeb@northmiddlesex.on.ca](mailto:mikeb@northmiddlesex.on.ca) or by written submission at 229 Parkhill Main Street, Parkhill, ON, N0M 2K0.

*If a person or public body would otherwise have an ability to appeal the decision of the Municipality of North Middlesex to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of North Middlesex before the proposed community improvement plan by-law is approved, the person or public body is not entitled to appeal the decision.*

*If a person or public body does not make oral submissions at a public meeting or make written submissions to the Municipality of North Middlesex before the proposed community improvement plan by-law is approved, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.*

#### **ADDITIONAL INFORMATION**

The draft community improvement plan and community improvement plan by-law are available for review on the Municipality of North Middlesex Website at [www.northmiddlesex.on.ca/en/invest/innovatenorth.aspx](http://www.northmiddlesex.on.ca/en/invest/innovatenorth.aspx). Recognizing that the Municipality of North Middlesex Office is currently closed to the public, please contact Mike Barnier, Director of Economic Development and Community Services, by phone at 519-294-6244 ext.220 or email at [mikeb@northmiddlesex.on.ca](mailto:mikeb@northmiddlesex.on.ca) if you have any questions or require special accommodation to view these materials.

If you are aware of any persons who may be affected by and/or interested the North Middlesex Community Improvement Plan who have not received a copy of this notice, it would be appreciated if you would so advise them.

**DATED AT PARKHILL, ONTARIO** this 28<sup>th</sup> day of April 2021.

Jackie Tiedeman, Clerk  
Municipality of North Middlesex  
229 Parkhill Main Street  
Parkhill, ON, N0M 2K0  
Tel: 519-294-6244 ext 224  
Fax: 519-294-0573  
Email: [clerk@northmiddlesex.on.ca](mailto:clerk@northmiddlesex.on.ca)



April 28, 2021

Minister Stephen Lecce

Minister of Education

Sent via email to: [minister.edu@ontario.ca](mailto:minister.edu@ontario.ca)

**Re: Bus Stops on Dead End Roads**

---

Dear Minister:

At the last regular Council meeting of the Township of Scugog held April 26, 2021, the above captioned matter was discussed and I wish to advise that the following resolution was passed:

**That** Dead-End Road delegations be received: from parents, [video](#), site [www.durhamdeadendroadkids.ca](http://www.durhamdeadendroadkids.ca) and attached correspondence and;

**Whereas** Dead-End Road kids (cul-de-sacs, private roads) busing being moved from long-time residential to highspeed (some 80km) common stop pickups; percentage of 830,000 Ontario bused students impacted as Student Transportation Services (STS) citing buses shouldn't access private roads, do 3-point-turns, or back up; kids expected to walk 1-2km twice daily (caregivers 4x) in morning dark, on narrow road shoulders, with no "bus stop ahead" warning signage;

**Whereas** Parents report employment/housing at risk. Must leave work to drop off/pick up children to avoid safety hazards of kids walking on highways unsupervised; secondary school youth reporting education at risk as missing class/affecting grades; children with disabilities not helped like double amputee who needs stop moved 160ft; parents told it's their "responsibility to get kids to bus safely";

**Whereas** Parents being told busing policy is schoolboard's, but they say it's STS's, who say it's Governance Committee or Ministry of Transportation, but Ministry of Education say it's "transportation consortia who administer policy"; and trustee, governance say cannot change policies, so parents appealing to police, press, & councils re dangers then; oncoming car killed 12-yr-old Cormac and injured sister while waiting at newly relocated bus stop at the base of a hill;

**Whereas** STS have advised road improvements are responsibility of municipalities, yet municipalities don't own needed land, nor have \$ millions to create 77m bus turnarounds, meanwhile;

**Whereas** Ontario Transportation Funding is \$1 billion; Jan 27/20 Ministry said they'd improve student transportation, review funding formula; and given STS gets their funding by scoring well in reviews, and given Ministry establishing "Student Transportation Advisory Group" to hear STS sector expertise, experience and ideas;

**Now therefore be it resolved that the Municipality of Scugog requests:**

**THAT** exceptions to allow 3-point turns or backing up where necessary, to provide safer service to dead-end and private road kids, that policies be amended to reflect; when not possible;

**THAT** exceptions to allow indemnification agreements to access private land for bus turnarounds to keep bus stops safer and closer to prescribed 800m distance; when not possible;

**THAT** "Bus Stop Ahead" warning signage be required to notify oncoming traffic, prior to STS moving common stop to main roadway;

**THAT** STS be comprised of solutions like mini-buses, vans, taxis, or public transit, worked into funding formula so doesn't negatively impact STS funding stats;

**THAT** Kid KPI "Key Performance Indicator" be included for Ministry "Effectiveness & Efficiency Follow Up Reviews", establishing benchmarks for responsive-problem-solving for kids & parents' busing concerns, and this be an STS factor to receive funding;

**THAT** Province provide "Parent Portal" for ongoing busing feedback of their STS, so families and kids can review/provide comments, especially during Ministry STS reviews and revisions to funding;

**THAT** Province have GPS tracking software to notify parents when children picked up/dropped off, and

**THAT** this motion be distributed to Premier Doug Ford, Honorable Stephen Lecce (Minister of Education), Honorable Caroline Mulroney (Minister of Transport), Durham MPP Lindsey Park, Haliburton-Kawartha Lakes-Brock MPP Laurie Scott, all Durham MPPs, Durham Region, all Ontario Municipalities, Rural Ontario Municipal Association (ROMA), Ontario Good Roads Association (OGRA), and Association of Municipalities of Ontario (AMO).

Should you require any further information in regard to this matter, please do not hesitate to contact Carol Coleman, Director of Public Works and Infrastructure Services at 905-985-7346 ext.149.

Yours truly,



Becky Jamieson  
Director of Corporate Services/Municipal Clerk

Attachments

cc: Carol Coleman, Director of Public Works and Infrastructure Services  
Premier of Ontario, Honourable Doug Ford [premier@ontario.ca](mailto:premier@ontario.ca)  
Honorable Caroline Mulroney, Minister of Transport [minister.mto@ontario.ca](mailto:minister.mto@ontario.ca)  
Durham MPP Lindsey Park [lindsey.park@pc.ola.org](mailto:lindsey.park@pc.ola.org)  
Haliburton-Kawartha Lakes-Brock MPP Laurie Scott [laurie.scott@pc.ola.org](mailto:laurie.scott@pc.ola.org)  
All Durham MPP's -  
Rod Phillips, MPP Ajax [Rod.phillips@pc.ola.org](mailto:Rod.phillips@pc.ola.org)  
Lorne Coe, MPP Whitby [Lorne.coe@pc.ola.org](mailto:Lorne.coe@pc.ola.org)  
Jennifer French, MPP Oshawa [Jfrench-QP@ndp.on.ca](mailto:Jfrench-QP@ndp.on.ca)  
Lindsey Park, MPP, Durham [Lindsey.park@pc.ola.org](mailto:Lindsey.park@pc.ola.org)  
Laurie Scott, MPP Haliburton-Kawartha Lakes-Brock  
[Laurie.scott@pc.ola.org](mailto:Laurie.scott@pc.ola.org)  
Peter Bethlenfalvy, MPP Pickering-Uxbridge  
[Peter.bethlenfalvy@pc.ola.org](mailto:Peter.bethlenfalvy@pc.ola.org)  
Ralph Walton, Regional Clerk, Durham Region [clerks@durham.ca](mailto:clerks@durham.ca)  
All Ontario Municipalities  
Rural Ontario Municipal Association (ROMA) [roma@roma.on.ca](mailto:roma@roma.on.ca)  
Ontario Good Roads Association (OGRA) [info@ogra.org](mailto:info@ogra.org)  
Association of Municipalities of Ontario (AMO) [amo@amo.on.ca](mailto:amo@amo.on.ca)



If you would prefer to use this bus stop location please let me know and DSTS staff will facilitate the change in bus stop location for your family.

Sincerely,

Kelly Mechoulan

Durham Student Transportation Services



**From:** Laura Turnbull <lturnbull81@gmail.com>

**Sent:** Friday, February 26, 2021 3:20 PM

**To:** CAROLYN MORTON; Kelly Mechoulan; Deborah Kiezebrink

**Subject:** School bus incident at Williams point

Good afternoon Mrs. Mechoulan,

*I am beyond upset that this continues to happen, this is the first time I finally got it on camera*, unfortunately I did not get the car behind the bus because it was so unsafe I cared more for the kids then the pictures, the details of the drop off are as follows:

- parents waiting at the side of Williams point for the bus to arrive 2:54
- bus shows up lights on kids begin to come off bus
- two cars stopped on the hill behind the bus
- **as kids coming off bus, car comes around bend on Williams point road and almost runs them over!**
- all parents begin yelling "Stop, Stop!" so the kids stop, car stops...
- bus closes doors and carries on
- the first car behind the bus wants to turn right on to Williams point but has to wait for the children to clear so the second and then third car start hammering on their horns so they can get by because they just came up over the hill and a car is parked
- the kids all stop walking again because they don't know what's going on with all the horns and they are scared.

***How can this be safe? If this bus stop continues, please explain to me Mrs. Mechoulan how you are going to deal with the situation when one of these kids gets hit by a car and all of us parents have continued to tell the bus transportation company how unsafe it is.*** This is completely unacceptable and please let me remind you it's a sunny dry day, I can't even imagine if it were raining or snowing or ice. I will continue to film and take pictures of this very concerning situation.

Laura

**From:** KELLY MECHOULAN <kelly.mechoulan@dsts.on.ca>

**Sent:** Monday, March 1, 2021 6:04 PM

**To:** Laura Turnbull; CAROLYN MORTON; Deborah Kiezebrink

**Cc:** DAVID WRIGHT

**Subject:** RE: School bus incident at Williams point

Dear Ms. Turnbull,

Thank you for letting us know about the driver at the intersection. Although, DSTS has confirmed with the bus driver that no vehicle has gone through the bus flashing lights at the Regional Road 57 and Williams Point Road, our Safety Officer has reached out to Durham Regional Police to request surveillance in the area at the time of drop off and pick up at the bus stop location.

The car at the stop sign can not legally turn into the bus lights, and the bus driver has been instructed to block as much of the intersection at time of stopping as possible.

DSTS will continue to monitor the bus stop with the bus operator and driver. The current bus stop location is the closest available bus stop location, the next closest available bus stop location is on Regional Road 57 at Park Street.



AUG 7/20 Laura wrote to Durham District Schoolboard Trustee Carolyn Morton, who is also the Chair of the DDSB Governance Committee:

"Good morning, I might not be the first time you are hearing a complaint regarding this but I haven't heard of anything changing so I wanted to voice my concern as well.

My house received a letter from the Durham Bus Transportation (DSTS)... starting this school year the bus would no longer come down the road. I am located end of William's Point 2.4 km from Highway 57 the new pick up. There is no possible way in good weather (let alone bad weather) my kids are going to be able to make it down there and back, so that leaves me no choice now but to drive them.

Due to Covid if I have to already drive them down the road I might as well drive them right to the school. However upon review of the back-to-school guidelines, I see that the board is discouraging parent drop offs as the area is not built for that many cars.

I can completely understand this, but honestly now that they took the bus away, I'll have no choice. I also would like to know what the guidelines are distance wise as a tax payer for children to receive a bus pick up?

*There are kids even further past me down Jack Rabbit Run that also will no longer get bus service. Are we not entitled to bus service after a certain mileage away? Also I would like to complain that the bus has been travelling past my house for over 14 years that I've lived here with the same turn around so why now?*

I understand times right now are challenging for all. I just can't sit back and say it's ok that they don't have a bus anymore knowing I pay my taxes and they had one every other year. Any guidance regarding this would be much appreciated."

Laura

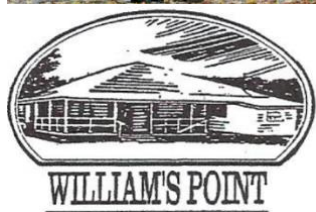
**From:** Carolyn Morton (Trustee)

**Sent:** Friday, February 5, 2021 5:59 PM

*I am sorry, but I have no authority to change decisions made by the CEO of DSTS. That would be out of my hands.*

Sorry, Carolyn

***Minister Lecce, who should this mom and others like her go to, who have authority to help?***



April 21, 2021

To Whom It May Concern:

***We are deeply concerned about there no longer being a bus route on our dead-end street with the safety concerns that it raises for the future of our two children.*** My wife and I have two young children, a daughter starting school in September and a son who will be starting 2 years behind her. We're not

the only ones impacted... The Williams Point Cottagers Association is quickly growing and the number of children on the street is steadily increasing. These concerns only multiply the further away the residence is down the street from the new bus stop.

***The loss of the long-time bus route on William's Point Road will force my wife to walk our daughter to the top of our street and will also force her to bring our son along 2.2km (twice daily)*** as my work requires that I am often on the road very early or on call while working around the province for the Ministry of Labour, Training and Skills Development and there would be no supervision for him in that time period. You can imagine the difficulties this would present for her. Tying into this, if the snowplow is no longer coming down the street early enough to accommodate for the bus route, you can envision how difficult it would be for two young children walking through unplowed streets with no sidewalk in the morning dark, as well as sharing roads with commuters on their way to work.

***Though it breaks our hearts, we will have to consider leaving our beautiful community as this once proposed bus stop change has now become reality.***

***The challenges and safety concerns this presents for what seems like a minor issue of a three-point turn for the bus as compared to the frightful alternative of children walking up to 2.2 kilometres to reach a bus stop that impedes live traffic coming down a blind hill should really be reconsidered.***

***If you force parents to drive their children to the bus stop, not only will it congest narrow roadways during commuting hours, but it will also increase emissions from idling vehicles. In many cases this is not even a possibility for parents who would be unable to modify their hours of work to accommodate this.*** The possible economic impact of having to put off working to accommodate an amended bus route seems very inconsiderate to taxpayers who I guarantee will see no decrease in their taxation in response to the change.

***I hope I have provided enough information to allow for thorough debate into this issue and I do hope that the safety of the children residing on Williams Point Road is considered the paramount concern by the school board and the Durham Student Transportation Services.*** I strongly urge you to reconsider this change.

We are available to discuss our concerns further at [Steven\\_Anning@hotmail.com](mailto:Steven_Anning@hotmail.com) and [KaylaAllen1992@hotmail.com](mailto:KaylaAllen1992@hotmail.com) or by phone at 647-302-3720 and 647-215-0450. We hope you reach out.

Sincerely,

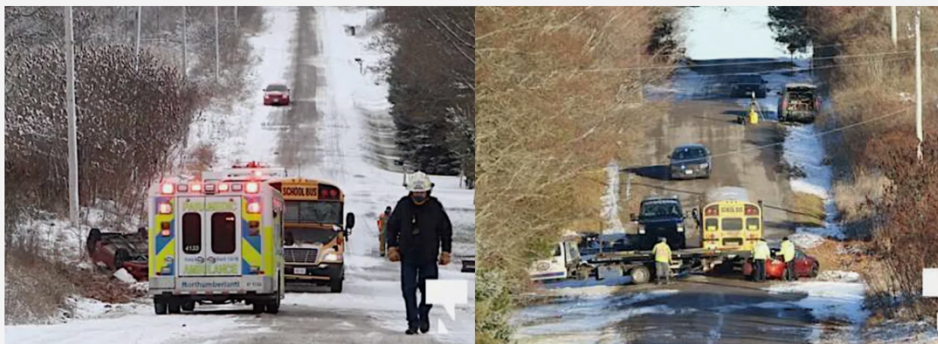
Concerned Parents Residing at 15 Williams Point Road,  
Steven and Kayla Anning

# Minister Stephen Lecce Please Give Safe Stop - Not Highway 57!

February 18, 2021 | Durham Dead End Road Kids, Education Access, Parents Advocacy, School Bus Safety

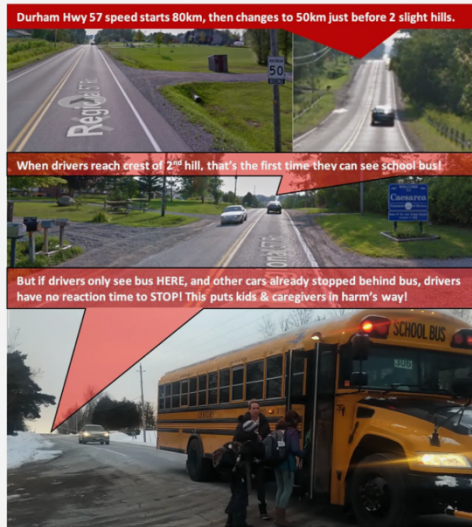


I am writing on behalf of the deeply concerned parents and community members of Williams Point. Monday, February 8, 2021 was the first pick up and drop off at the new bus stop located on the highway. Most parents found alternative measures to get their children to school as they are not willing to risk their children's physical safety by having them congregate at the bottom of a blind hill with no signage, sidewalks, or designated waiting area. Those who did send their children by bus were frightened. Other families have decided to move their children to online schooling, being forced to make a choice between their children's physical safety and their mental health. Our parents are losing sleep regarding this ongoing dispute particularly following the death of a student in Port Hope December 2/2020. [Read news story.](#) [Support the Kerin family here.](#)



Toronto Sun Reports: Cormac Kerin, 12, along with his sisters, Aishling and Shea, 10. Cormac was killed and Shea critically injured after they were struck by a vehicle while waiting for their school bus on Dec. 2/20 in Port Hope.

The parallels that can be drawn between the two bus stops are uncanny and downright terrifying to the parents of 22 kids who are expected to stand in the middle of an intersection on a highway at the base of a hill in winter to board the bus...



New Durham Highway 57 Common Stop where school bus stopping isn't visible until reaching crest of hill. Dangerous for Scugog Dead End Road Kids. Keep safer side road stops until turnaround can be built.

I would like to share with you direct quotes and feedback we have received from our community to better illustrate:

\* "There is no stop sign here and the bus is stopping on the bottom of a blind hill where visibility is impossible. The snow and ice makes this dangerous spot even more dangerous. There are no sidewalks and cars are speeding in this area. As a critical care nurse, I am very concerned that this change was made and ultimately puts our children's lives at risk."

\* "Pick up and drop off spot at the HWY 57 and William's Point Intersection is not an appropriate alternative. It isn't safe, it's not

suitable for family routines and not good for overall community. The proposed stop is on the downhill side of a blind hill, where vehicles are often travelling well over the posted speed limit. This is very similar to the spot in Northumberland County where a boy tragically lost his life at a school bus stop just this school year. Again, add snow, ice or slippery conditions to this situation and it becomes even more unsafe."

\* We made the difficult decision to move our daughter to online. We cannot take this risk for something that should be as simple as getting to school safely. The impacts this will have on her mental health keep me up at night."

We understand that representatives from the Township of Scugog have subcontracted engineers to survey and create a design for a 77 metre turnaround for the bus at the location where it previously did a 3-point-turn, at Jack Rabbit Run and William's Point intersection. This is a very private and safe location and close for families who's children have disabilities to access. Our community has rallied together offering to donate land from our park if need to be construct a bus turnaround, to start a fundraising campaign, volunteer time, and some have even offered to build the bus turnaround themselves if need be, anything to keep our children safe.

We have requested that DSTS explore alternatives that could be available such as committing to send the mini-buses like before, having a parent or a second bus driver act as a spotter for the bus driver to turn around safely. We are aware that Councillor Kiezebrink sent letters to DSTS, our School Board Trustee Carolyn Morton, and Norah Marsh, Director of Education just last week, requesting that the bus stop remain in place in our community until the end of the school year so we can work tougher towards providing a suitable solution and allocate the appropriate amount of time and resources to have the solutions executed.

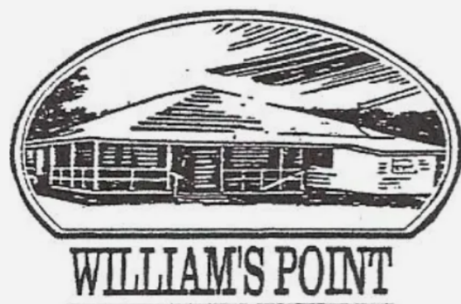
Each of our solutions, letters, and requests, have been dismissed as not possible. DSTS actions have made it clear that there is no intention to collaborate, have open dialogue or to work to resolve our very valid concerns. They have only restated what the policy is, in any email, meeting, or letter; that it's the parents' responsibility to get the children to the bus stop safely, that roadways are the municipality's responsibility, that it's not a hill, not a highway, that sight lines are met and "bus stop ahead" signage is not required (but we wonder where the measurements were taken from because the bus driver stopped mid-hill as it's the only place to stand for the students).

Parents and community members are asking when will DSTS be open and transparent with us? When will our concerns be responded to? Some parents have written letters or emails only to still receive no reply. How is this an acceptable practice of a Tax Funded Agency to simply ignore the very people who pay their taxes that provide the funding? Our families and members feel abandoned and ignored due to our rural status.

Minister Stephen Lecce, our elected Councillors (Ward Councillor Deborah Kiezebrink and Regional Councillor Wotten) have done everything they can think of to assist us. We are now asking that they engage you to investigate not only our concerns for our children's safety but how unfairly this community feels this matter has been handled by DSTS.

We wish to thank you in advance for your assistance and advocacy both on our behalf and on behalf of every Dead-End Road Child in Durham facing this same circumstance. Thank you for taking our concerns seriously and thank you to our Councillors for being safety ambassadors within Scugog Township.

We wish to thank you in advance for your assistance and advocacy both on our behalf and on behalf of every Dead-End Road Child in Durham facing this same circumstance. Thank you for taking our concerns seriously and thank you to our Councillors for being safety ambassadors within Scugog Township.



Sincerely,

Michelle Burg, WPCA Director

cc. Brent Clemens, WPCA President

READ BLOG POST:

<https://durhamdeadendroadkids.ca/blog-to-minister/f/minister-stephen-lecce-please-give-safe-stop---not-highway-57>



November 2 2020

Curtis Sowards  
3250 Beacock Road,  
Scugog, Ontario  
LOB 1L0

Re: Email to Durham Student Transportation Services Governance Committee

Dear Mr. Sowards,

This letter is in response to your written request for reconsideration of transportation arrangements, received via email on September 30, 2020.

Your correspondence related to a request for a closer bus stop on Beacock Road was forwarded to Durham Student Transportation Services (DSTS) in accordance with Section 7.3 of the procedure outlined under the heading *Request for Reconsideration of Transportation Arrangements* within the DSTS Transportation Policy. Your request was reviewed at the most recent Durham Student Transportation Services Governance Committee meeting held on October 28, 2020.

The Governance Committee concluded that the DSTS Transportation Policy has been applied and administered appropriately in your situation. As outlined in the DSTS Transportation Policy, Section 3.5, "in circumstances where buses cannot gain access, students may be required to walk further to bus stops..." beyond the 800 meters. Additionally Section 7.2 outlines, "DSTS reserves the right to determine if the roadway is suitable for travel, given road conditions and necessary space requirements factoring turn radius of large school vehicles." DSTS has determined that Beacock Road where you reside does not have adequate roadway to safely turn around a school bus vehicle and the closest available school bus stop location is at Beacock Road on Regional Road 57.

As noted in the DSTS Transportation Policy, the decision of the Governance Committee is final and not subject to further consideration. Accordingly, no further action will be taken on this matter by DSTS or the Governance Committee.

Sincerely,

Kelly Mechoulan  
Chief Administrative Officer, DSTS

cc: *Chairperson and Trustee, DDSB*  
*Director of Education, DCDSB*  
*Director of Education, DDSB*  
*Chairperson and Trustee, DCDSB*

Nov. 4, 2020

Good Day,

This letter is to inform whomever can resolve this catastrophe.

My name is Curtis Sowards and live at 3250 Beacock rd., Nestleton, Ontario. L0B 1L0. I am being told that my granddaughter is to walk 1.4 km to highway 57 to the bus stop. My granddaughter is 4 and just started JK. Her mother has no car or drivers license, so both would have to walk. They would have to leave about 45 minutes before pick up, which would be in the dark during the winter months. Beacock is a dirt road and has no sidewalks or lights. This is extremely dangerous for such a cute kid.



4 years ago, I was told a similar situation, which meant my grandson would have to walk the 1.2 km to the pick-up point. The reason was it was not safe for the bus to turn around. After taking measurements, the driveway beside mine is 25 feet wide and at least 50 feet long going to a work shop. I discussed this problem with my neighbor and he had absolutely no problem with the bus turning around.

The transportation safety inspector from the bus company came to my house and spoke with said neighbor and the bus started coming with no incidence for the 2 years my grandson was here. I have also had my own 2 children bused to school for their 14 years of public-school education.

Now I am being told someone has determined no bus should turn around on a private driveway? I am not sure where this came from but my house is on a public road well maintained and plowed. I might add the grader, snowplow and garbage trucks easily use Beacock rd. If the bus company is not allowed to send the big bus, send the small one but Avrie deserves an education.

This is a problem created with the decision about bus turning, with no plan for the children. I was never consulted about the losing access to education for anyone living at my house. ***Please solve this, do it for the kids!***

If any further information is required, I am always available.

Curtis Sowards  
905-926-8251



There are approximately 178 Dead End Roads DSTS doesn't enter with 386 students (as of Dec '20)

Durham Dead End Road Kids

Education Minister Stephen Lecce, Who Will Help Us?

[www.DurhamDeadEndRoadKids.ca](http://www.DurhamDeadEndRoadKids.ca)

WHO WILL TAKE RESPONSIBILITY & KEEP OUR KIDS SAFE?  
A STORY ABOUT PARENTS WHO FEEL ABANDONED IN A PANDEMIC.

DEAD END

Update



Toronto Star by Kristen Rushowy, Jul 2/19

Honorable Stephen Lecce you told us, **"You Are Listening to Parents"**. We need your help.



1:46

Brendan Kerin

Today, the unthinkable for any parent - happened to our family. In a blink of an eye, our son is dead, and our daughter is fighting for her life at Sick Kids Hospital.

I can barely bring myself to write something legible at the moment. On behalf of Jennifer, Aishling and myself, the community response and support have been overwhelming. We cannot thank you enough.

Shea is alive because of the first responders' speedy and professional actions. We are grateful to the Cobourg OPP, the Northumberland Hills Hospital, and the Trauma team at Sick Kids have given our family a sliver of hope.

All I can say at the moment, Shea needs all of our prayers and thoughts. She is still very much in a precarious situation.

Cormac was the most beautiful boy a parent could wish for. The thing to know about Cormac was how much he cared about others. He loved his school, teachers, classmates, friends and teammates. Please know how much he loved you. I can't bring myself to say much more at the moment. It is too much.

We are aware of how far this is affected people and the pain and hurt this has caused. In particular, our concern for their school classmates and staff, teammates and friends.

We ask that you keep our bus driver and the innocent children on the bus at the time in your thoughts and prayers. Amy will need all the support we can give her.

Please help [Durham's Dead End Road Kids](#), and others around the Province!

Remember [Adam](#) & [Cormac](#). Kids Deserve Better. They Deserve to Live.

*Help us Keep Busing as Safe as Possible; Keep Kids off Highspeed Roadways.*

*\*Note: in this report, click on images/links to read more details or watch videos.*

April 15, 2021

The Honourable Stephen Lecce, Minister of Education  
438 University Ave, 5<sup>th</sup> Floor, Toronto, ON M7A 1N3

Dear Minister Lecce:

**Ontario School Busing is in the news... but not for the right reasons! UPS can do it, garbage trucks, snow plows, fire trucks, ambulances can provide driveway service, but schools can't?** Remember when school children were picked up by school bus at their driveway? **Now private road, cul-de-sac and dead-end road kids are losing long-time neighbourhood school bus pickups.** Student Transportation Services (STS) citing "for safety" school buses cannot do, 3-point-turns, back-ups, or access private roadways even though they have been for years!

**Children are being dropped on highspeed thoroughfares and high trafficked intersections and this is more-safe? Minister Lecce, [Adam died at a driveway highway pickup](#). [Cormac died just before](#)**



Collision Kills 12-Yr-Old Waiting Common Stop base of hill Dec 2/20. Keep Residential Road Pickups!

READ NEWS STORY



WHY IS MY BUS DROPPING ME OFF ON HIGH-SPEED ROADWAY?  
WHO WILL PICK ME UP?  
HOW IS THIS "MORE-SAFE"?

Parent Letter sent to Councillor Apr 14/21

"Why is an 8 yr old dropped off on highway from school bus?"

"Scary. Driving to Port Perry Hwy 2 saw child (8-10yrs) getting off school bus on side of highway, middle of nowhere. Walked alone to where? NOT ok for kids with zero road safety awareness to walk on highway. Where parents? Need safer bus stops + database so parents know where kids are." (Dad Aaron Moss Brock Township)

**[Christmas '20 accessing his bus at the base of a hill](#) (see Dad's public facebook post above). Where bus stops are located is important. Parents around the province feel sick with fear and worry for their dead-end road kids whose bus stops are being moved to higher trafficked high-speed**

roadways. Further, **Dead-End Road Kids are expected to walk upwards of 1-2km twice daily** (caregivers 4x), in morning dark, on narrow road shoulders (no sidewalks). **Parents reporting employment and housing at risk** due to losing senior caregivers who can't walk to new highspeed stops. Parents now having to beg off work daily to drop off/pick up children to avoid safety hazards of then walking alone on highways unsupervised. This puts their employment at risk. Secondary School Youth reporting long distance stops impacting their ability to log back in for afternoon classes, affecting grades.

**STS advised parents road improvements are responsibility of municipalities**, yet municipalities don't own land adjacent to roadways needed to create 77m bus turnarounds, nor have \$ millions necessary to create turnarounds, so STS keep moving long-time neighborhood pickups to highspeed common stops.

**1) Parents request exceptions to allow 3-point turns or backing up** where absolutely necessary to provide safer service to dead-end and private road kids, that policies be amended to reflect.



"Something good has to come from this and that something good would be: no child was killed and no more incidents happen," (Brother Pierre talking Feb 11/20 about 20 year agony of his little 5-yr old brother Adam's death on Highway Bus Stop.)  
Don't let this be the life for Durham families. Let's do everything possible!



For Durham Region alone, this change in busing policy means 178 dead end roads are not accessed by Durham Student Transportation Services (DSTS), impacting 386 students and their families in Durham Region alone (DSTS letter Dec '20)! [How many children live on private cottage roads, dead end roads or cul-de-sacs around the province affected by this?](#)

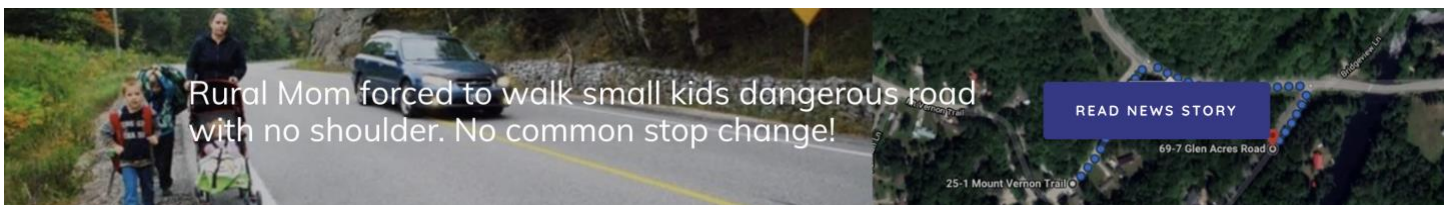
[Durham Dead End Road Kids' Video](#) re: **Durham District School Board Bus Stop Changes** (Ajax, Brock, Clarington, Oshawa, Pickering, Scugog, Uxbridge, Whitby)

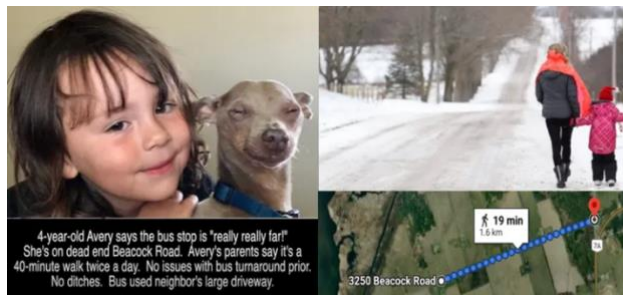
[Watch Parents' Video](#) Fearful of Trillium Lakelands District School Board's Bus Stop Change (Kawartha Lakes, Haliburton, Muskoka)

Police report filed when daughter was nearly hit by a car. Mother reports "being thrown around like a baton" trying to get answers. "I am looking for a voice who can help me show TLDSB, that it's common sense not to ask children to stand in an intersection, on an S bend of a busy high traffic area." Kids stand in snow covered ditch or on road shoulder to wait for bus. No other space. "I need a voice who understands that keeping your children safe is a mother's job... Help me fight to keep my children safe. I pray daily that our voices will be heard."  
(Mom Tammy Mitchell Lakelands School District).

**"I'm afraid it will be too late before they do anything."** News story reports family had one vehicle leaving mom with no choice but to walk 3 children (including baby

in stroller) to new dangerous bus stop. Bus used to pick up on private road since '09 but now TLDSB has denied request to keep safer private stop. "Every morning Katie walks with three young children to the bus stop... she fears they're going to get hit. "It's a blind corner and there's nowhere to go. It's so dangerous, especially with how busy this road is." (Mom Katie Morris, Huntsville)





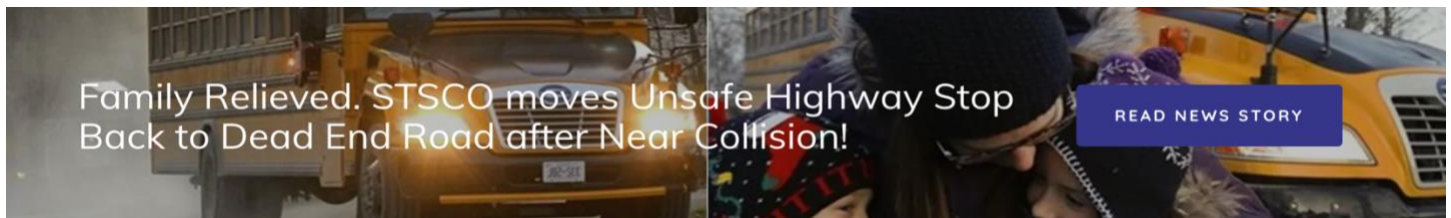
"We don't take responsibility for children, they are the parents' responsibility up until they get to the bus stop and on the bus," says Catherine Shedden, District Manager, TLDSB

"The Governance Committee concluded that the DSTS Transportation Policy has been applied... the decision is final and not subject to further consideration. Accordingly, no further action will be taken on this matter," says Kelly Mechoulam, CAO of DSTS  
(Response to Grandfather trying to get his 4-yr-old granddaughter's bus stop off 80km intersection and back to dead end road.)

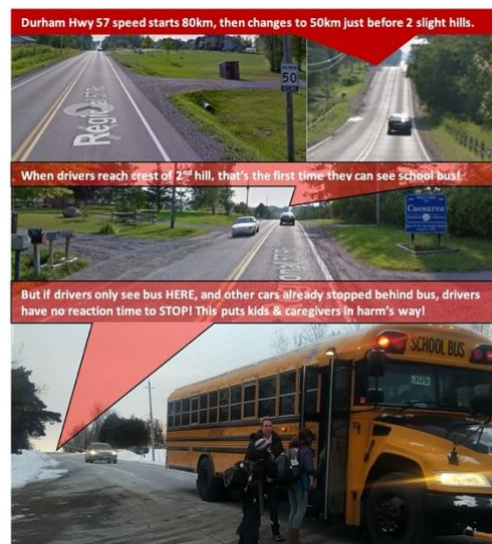
**2) Parents request exceptions to allow indemnification agreements to access private land** for bus turnarounds, to keep bus stops safer and closer to prescribed 800m distance away.



**Dad speaks to Council Dec '19** explaining "My kids have had 10 opportunities to be killed!" at new Highway 60 common stop. Used to be picked up on dead-end Millar Hill Road. Now bus passed by speeding cars potentially hitting kids in morning dark while boarding. **Even though Limberlost Forest and Wildlife Reserve has offered their entrance for a bus turnaround**, TLDSB says can't use private land unless they donate it for bus turnaround. (Dad Kevin Miller, Lake of Bays)



**A tractor-trailer nearly plowed into the back of kids' bus** stopped on highway. STSCO had moved bus stop to Highway 7 where speed limit is 80km, to avoid dead-end Leanne Avenue. "Buses don't typically go down dead-end roads... but with the...increased traffic, STSCO recognized change needed." "It was really traumatic watching (oncoming semi-truck) because there was nothing we could do." (Parents Lisa & Matt Couture, Peterborough)



**3) Parents request "Bus Stop Ahead" warning signage be required to notify oncoming traffic** prior to STS moving common stop to main roadway.

Durham parents on Dead-End Roads Jack Rabbit Run & William's Point, whose children being moved to base of hill on Regional Road 57, tried to get bus stop warning signage installed, but DSTS said not warranted.

➤ "Bus stop has been on Jack Rabbit Run for years...I have two small boys ages 4.5 and 6. I live over 1.5km from Reg Rd 57. There's no possible way we can walk that far twice daily! Multiple vehicles, parents, and children congregating... There's no parking, no shoulders... I'm a Registered Nurse in critical care. I know accidents can happen without warning! Please take residents' concerns seriously! I work shift work so my elderly mother takes children to bus, but now will not be impossible! How will I support my family (if I have to leave work to pick them up)?" (Mom Cara Tunney, Registered Nurse Critical Care, Scugog)

➤ "My work takes me around province. Puts all responsibility of taking kids (2- and 4-year-olds) to highway on my wife. **What drives me crazy is that it's been possible for a bus to make a three-point turn in the past... why isn't a smaller bus not a possibility?**" (Dad Steve Anning on Video, Hydro One Safety Officer, Scugog)



➤ "How can this be safe? I am beyond upset that this continues to happen:

- \* cars stopped on hill behind bus,
- \* 1 car trying to turn right around bus,
- \* 1 car honking because came over hill and cars stopped behind bus,
- \* **ALL parents screaming because another car came around William's Point bend and almost ran over kids boarding! Kids scared... How can this be safe? Imagine if there were snow or ice on hill?"**

"Please explain Mrs. Mechoulan how you are going to deal with a child getting hit by a car and all of us parents have continued to tell DSTS how unsafe it is?"

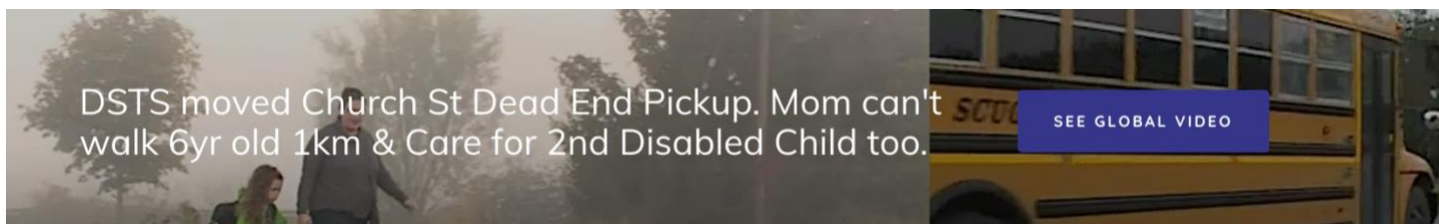
(Mom Laura Turnbull, Feb '21 Email to Trustee Morton & DSTS CAO Mechoulan)

**4) Parents request STS be comprised of solutions like taxis, public transit, mini-buses or vans,**

worked into funding formula so doesn't negatively impact STS funding stats. Other options could be incorporated not just full-size buses that can't navigate dead-end roads. Why not use new [Durham Transit On-Demand?](#)

"We were informed Friday that the bus stop is again, at Cartwright and Church intersection. This is an unsafe stop for any child..." Vehicles are always speeding

(over 80km/hr) not to mention when there's a problem on 7A, they detour through that intersection. **Our neighbours are appalled DSTS refuses to send a bus down our road. All their children were picked up at the ends of their driveways. The road is in the best shape it's ever been. Wilma (Wotten Regional Councillor) had commented that she used to ride the bus that came down this**



**road.** In 2017, the town came out and met with DSTS to look at areas where the bus could turn around. Nothing ever came of it (don't own enough land there to build turnaround). **We now have 6 children who live on this road, ages 4-13. None of the families are okay with the current bus stop, only one is using it (while they fight DSTS)."** (Mom of Disabled Child, Krista Ormsby, Scugog)



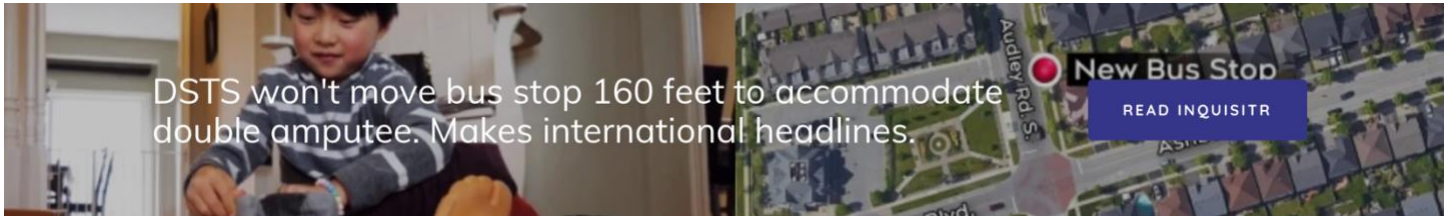
Parents being told busing policy is schoolboard's but they say it's STS's, but STS say busing changes are schoolboard governance & policy of Ministry of Transportation, meanwhile Ministry of Education says it's "transportation consortia that administer policies". Parents are spinning in circles trying to figure out who to talk to, since STS not responding to their concerns!

Parents reporting frightening near accidents/deaths to Trustees, School Boards, STS, but continue to be advised "it's the parents' responsibility to get children to bus stop safely", and are forced to appeal to councils, press, make videos, yet appeals largely unresolved and unknown liabilities mounting.

**5) Parents request Kid KPI "Key Performance Indicator" be included for future Ministry "Effectiveness & Efficiency Follow Up Reviews",** establishing benchmarks for responsive problem solving for kids & parents' busing concerns, and this be a factor to receive funding. **Viktoria says DSTS, "senseless bureaucratic approach must change."** There's more to busing than business.

**"DSTS picked a community stop but my kids only ones taking bus? ...which drives right by our house? How does 40-minute walk sound four times a day with a 2 and 4-year-old?"**

(Mom Viktoria Brown, Scugog '17 Focus Magazine Appeal to DSTS)



DSTS won't move bus stop 160 feet to accommodate double amputee. Makes international headlines.

We need a "Kid" KPI, where high-level service is rewarded. Rui Webster who's lost both his legs, uses prosthetic limbs to walk, yet DSTS won't move bus stop 160 feet to accommodate. "[The bus stop was just a couple of houses down the street from him](#)...however busing contractor changed routes...Rui has to cross intersection to reach (new) bus stop (more traffic)... snow plows deposit large banks of snow... Twice last week, Rui slipped and fell... "We just want bus stop put back where it was or to assign Rui to another bus that still goes past our house – either of these things are easy to do," Kurt says. The busing contractor has steadfastly refused to change route. School district has refused to budge as well." (*Parents Kurt & Melissa Webster, Ajax*)



Dad chases truckers speeding past stopped school bus on Hwy11 while kids boarding, to report to OPP!

[Transports blowing by stopped school buses on area highways a regular occurrence](#). "It's so stressful. It's awful. Every morning I stress out and every afternoon when I know (transport trucks) are coming back." (*Mom Cara Smetana, Martin River Nipissing*)

Williams Point Cottagers Association advocating for Kids!



Williams Point Cottagers Association have advocated in every way possible to protect their kids from the highway stop at base of hill. If necessary they will give up part of their park to build a turnaround. They are stunned at DSTS to put 22 kids on Regional 57 Road shoulder to board bus.

**6) Province provide "Parent Portal" for ongoing busing feedback of their STS**, so families and kids can review/provide comments, especially during Ministry STS reviews and revisions to funding.

**Provincial funding for student transportation is projected to be more than \$1 billion** and Ministry routinely has "[Effectiveness and Efficiency Follow-Up Reviews](#)" of STS which is the vehicle of STS funding.

**Ontario Government announced January 27, 2020 they'd improve student transportation experience** by reviewing funding formula to achieve more efficient and accountable system, reviewing three goals of: 1) equity, 2) fiscal responsibility, accountability, and 3) evidence-based decision making.

**Government is establishing a Student Transportation Advisory Group** meeting with Parliamentary Assistant and Ministry staff, to hear from STS sector partners expertise, experience and ideas. Parents and children should be included in this review. **Given busing is supposed to be for the children, why not give parents and kids a say?**

**7) Province have GPS tracking software to notify parents where children are** when dropped off/picked up, giving evidence of safety.

On behalf of Durham Dead End Road Kids, and William's Point Cottager's Association, we hope our website, videos, and this report help explain. We welcome the opportunity to discuss this with you further.

*Deborah Kiezebrink*

[Deborah Kiezebrink](#), Scugog Ward 4 Councillor  
[dkiezebrink@scugog.ca](mailto:dkiezebrink@scugog.ca)

and [Wilma Wotten](#), Scugog Regional Councillor & Deputy Mayor  
[wwotten@scugog.ca](mailto:wwotten@scugog.ca)



Brent Clemens, [WPCA](#) President  
[bclemmy@aol.com](mailto:bclemmy@aol.com)

*M. Burg*

and Michelle Burg, WPCA Board Director  
[michelle.j.burg@gmail.com](mailto:michelle.j.burg@gmail.com)

cc: Premier Doug Ford, Honorable Stephen Lecce (Minister of Education), Honorable Caroline Mulroney (Minister of Transport), Durham MPP Lindsey Park, Durham Region, all Ontario Municipalities, ROMA, OGRA, and AMO.



Town of  
**SOUTH BRUCE PENINSULA**

Box 310, 315 George Street, Wiarton, Ontario N0H 2T0

Tel: (519) 534-1400 Fax: (519) 534-4862  
1-877-534-1400

April 23, 2021

Doug Downey  
Attorney General  
McMurtry-Scott Building  
720 Bay Street, 11<sup>th</sup> Floor  
Toronto ON M7A 2S9

Dear Honorable Mr. Downey:

**Re: Lottery Licensing to Assist Small Organizations**

Small organizations are the foundation of rural Ontario. Thousands of hours of selfless volunteerism are logged each year by organizations who may not necessarily be considered not-for profit or charitable. That doesn't mean that they don't contribute to our communities; small organizations cook for the homeless, clean up parks and flower beds, read to young people, teach life skills to young adults, organize parades, put on concerts...the list goes on.

Many of these small organizations are not eligible to receive a lottery license. This makes it impossible for them to continue to be successful as their fundraising capabilities are extremely limited.

Through this correspondence, we request that you give serious consideration to instituting an additional level of lottery licensing which would enable small organizations to obtain a lottery license. Those who are not able to sustain a non-profit or charitable status could still receive a lottery license if their proceeds benefit the community. Thresholds could be placed on the prize values and perhaps even the number of events which could be held in a calendar year.

We hear over and over again about the hardships in our community and we know that there are organizations who have the ability to help and are not permitted to. Understanding this, Council adopted a resolution seeking your consideration.

**R-226-2021**

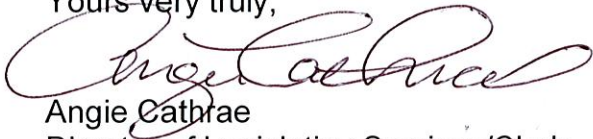
It was **Moved** by J. Kirkland, **Seconded** by K. Durst and **Carried**

***That** staff are directed to contact the Ministry responsible for Alcohol and Gaming of Ontario to seek their assistance in implementing an additional level of licensing which would permit small organizations to hold fundraisers as a method of sustaining our community and organizations;*

***And further that*** all municipalities in Ontario are sent this resolution to seek their assistance in lobbying the Ministry.

We look forward to your consideration of our request.

Yours very truly,

A handwritten signature in dark ink, appearing to read 'Angie Cathrae', written in a cursive style.

Angie Cathrae  
Director of Legislative Services/Clerk  
519-534-1400 ext 122  
Tol Free 1-877-534-1400  
[angie.cathrae@southbrucepeninsula.com](mailto:angie.cathrae@southbrucepeninsula.com)

cc: MPP Bill Walker, All Ontario Municipalities



## Community Services

### Legislative Services

April 27, 2021

File #120203

Sent via email: [premier@ontario.ca](mailto:premier@ontario.ca)

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

Honourable and Dear Sir:

**Re: Province Investigating and Updating Source Water Protection Legislation**

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of April 26, 2021 passed the following resolution:

**Whereas** the Municipal Council of the Town of Fort Erie passed a resolution on October 21st, 2019 identifying that 1,100 private water wells were in operation in the Town of Fort Erie, of which 75% were used for domestic purposes including human and livestock consumption, and

**Whereas** the Municipal Council of the Town of Fort Erie further identified in that resolution that Council requires the protection of water in the aquifer supplying water to those wells from contamination as the result of any remediation of Pit One owned by the Port Colborne Quarries in the City of Port Colborne, and further

**Whereas** Report No. PDS-23-2021, approved by Council on March 22, 2021, identified that while the Niagara Peninsula Conservation Authority, The Regional Municipality of Niagara and Local Area Municipalities work together to protect source water, these plans do not generally apply to private servicing, and

**Whereas** Report No. PDS-23-2021 further identified efforts undertaken by the Town of Fort Erie through available provincial planning policy, regulation and legislation to protect source water within the Town of Fort Erie without any explicit ability to designate source water protection for private services, and

**Whereas** on July 28, 2010, through Resolution 64/292, the United Nations General Assembly explicitly recognized the human right to water and sanitation and acknowledged that clean drinking water and sanitation are essential to the realization of all human rights, and

.../2

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Mailing Address:

The Corporation of the Town of Fort Erie  
1 Municipal Centre Drive, Fort Erie ON L2A 2S6

Office Hours 8:30 a.m. to 5:00 p.m. Phone: (905) 871-1600 FAX: (905) 871-4022

Web-site: [www.forterie.ca](http://www.forterie.ca)

The Honourable Doug Ford, Premier of Ontario

Page two

**Whereas** it would be desirable to ensure that those in our community who rely on wells and other private servicing for clean drinking water are afforded the same source water protection as municipal drinking water systems;

**Now therefore it be resolved,**

**That:** The Municipal Council of the Town of Fort Erie recognizes and acknowledges that clean drinking water and sanitation are basic human rights and essential to the realization of all human rights, and further

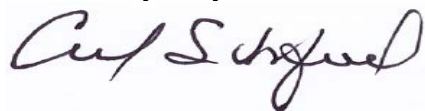
**That:** The Municipal Council of the Town of Fort Erie requests that the Ministry of Environment, Conservation and Parks consider legislative changes that would permit the expansion of source water protection to aquifers and private services, and further

**That:** This resolution be circulated to The Honourable Doug Ford, Premier of Ontario, the Honourable Jeff Yurek, Minister of the Environment, Conservation and Parks, Wayne Gates, MPP Niagara Falls, Jeff Burch, MPP Niagara Centre, Jennifer Stevens, MPP St. Catharines and Sam Oosterhoff, MPP Niagara West, and further

**That:** This resolution be circulated to all Conservation Authorities and Municipalities in Ontario for their endorsement and support.

Thank you for your attention to this matter.

Yours very truly,



Carol Schofield, Dipl.M.A.  
Manager, Legislative Services/Clerk

[cschofield@forterie.ca](mailto:cschofield@forterie.ca)

CS:dlk

C.C.

The Honourable Jeff Yurek, Minister of Environment, Conservation and Parks [jeff.yurekco@pc.ola.org](mailto:jeff.yurekco@pc.ola.org)

Jeff Burch, MPP, Niagara Centre [jburch-gp@ndp.on.ca](mailto:jburch-gp@ndp.on.ca)

Sam Oosterhoff, MPP, Niagara West [sam.oosterhoff@pc.ola.org](mailto:sam.oosterhoff@pc.ola.org)

Jennifer Stevens, MPP, St. Catharines [JStevens-co@ndp.on.ca](mailto:JStevens-co@ndp.on.ca)

Wayne Gates, MPP, Niagara Falls [wgates-co@ndp.on.ca](mailto:wgates-co@ndp.on.ca)

Ontario Conservation and all Ontario Conservation Authorities: [kgavine@conservationontario.ca](mailto:kgavine@conservationontario.ca); [bhomer@abca.ca](mailto:bhomer@abca.ca); [kfurlanetto@crca.ca](mailto:kfurlanetto@crca.ca); [generalmanager@catfishcreek.ca](mailto:generalmanager@catfishcreek.ca); [@cloca.com](mailto:@cloca.com); [mvytyvtskyv@hrca.on.ca](mailto:mvytyvtskyv@hrca.on.ca); [deb.martindowns@cvc.ca](mailto:deb.martindowns@cvc.ca); [tim.pidduck@croweallevy.com](mailto:tim.pidduck@croweallevy.com); [tbyrne@erca.org](mailto:tbyrne@erca.org); [llaliberte@grca.on.ca](mailto:llaliberte@grca.on.ca); [karmstrong@grandriver.ca](mailto:karmstrong@grandriver.ca); [t.lanthier@greysauble.on.ca](mailto:t.lanthier@greysauble.on.ca); [Lisa.Burnside@conservationhamilton.ca](mailto:Lisa.Burnside@conservationhamilton.ca); [majchrowski@kawarthaconservation.com](mailto:majchrowski@kawarthaconservation.com); [elizabeth@kettlecreekconservation.on.ca](mailto:elizabeth@kettlecreekconservation.on.ca); [cullen@lsrca.on.ca](mailto:cullen@lsrca.on.ca); [tammy@lakeheadca.com](mailto:tammy@lakeheadca.com); [jmaxwell@lprca.on.ca](mailto:jmaxwell@lprca.on.ca); [mark.peacock@ltvca.ca](mailto:mark.peacock@ltvca.ca); [kelly.vandette@ltc.on.ca](mailto:kelly.vandette@ltc.on.ca); [beard@mvca.on.ca](mailto:beard@mvca.on.ca); [David.Vallier@mattagamiregion.ca](mailto:David.Vallier@mattagamiregion.ca); [smcintyre@mvc.on.ca](mailto:smcintyre@mvc.on.ca); [csharma@npca.ca](mailto:csharma@npca.ca); [carl.jorgensen@conservationsudbury.ca](mailto:carl.jorgensen@conservationsudbury.ca); [brian.tayler@nbmca.ca](mailto:brian.tayler@nbmca.ca); [dhevenor@nvca.on.ca](mailto:dhevenor@nvca.on.ca); [dlandry@otonabeeconservation.com](mailto:dlandry@otonabeeconservation.com); [bmcnevin@quinteconservation.ca](mailto:bmcnevin@quinteconservation.ca); [richard.pilon@rrca.on.ca](mailto:richard.pilon@rrca.on.ca); [sommer.casgrain-robertson@rvca.ca](mailto:sommer.casgrain-robertson@rvca.ca); [j.stephens@svca.on.ca](mailto:j.stephens@svca.on.ca); [cbarrett@ssmrca.ca](mailto:cbarrett@ssmrca.ca); [acoleman@nation.on.ca](mailto:acoleman@nation.on.ca); [bmcdougall@scrca.on.ca](mailto:bmcdougall@scrca.on.ca); [John.MacKenzie@trca.ca](mailto:John.MacKenzie@trca.ca); [annett@thamesriver.on.ca](mailto:annett@thamesriver.on.ca)

Ontario Municipalities



April 16, 2021

Hon. Patty Hajdu  
House of Commons  
Ottawa, ON  
Canada  
K1A 0A6

Honourable Minister Hajdu:

Re: Cannabis Licencing and Enforcement

Council for the Town of Mono passed the following resolution in open council on March 23, 2021.

Resolution #11-6-2021

*Moved by Sharon Martin, Seconded by John Creelman*

*WHEREAS the Government of Canada introduced Bill C-45 (the Cannabis Act) to create the foundation for a comprehensive national framework to provide restricted access to regulated cannabis, and to control its production, distribution, sale, importation, exportation, and possession;*

*AND WHEREAS the police have not been given lawful authority to lay charges under the Cannabis Act to appropriately respond to violations of Health Canada Registrations and Licenses;*

*AND WHEREAS there is no direct communication or dedicated effort to provide a communication channel between Municipal government staff or Police Agencies for dealing with Health Canada Registrations and Licenses;*

*AND WHEREAS the Town of Mono has not been consulted by Health Canada prior to the issuance of licenses for properties not in compliance with municipal zoning by-laws.*

*BE IT RESOLVED THAT the Town of Mono requests that Health Canada:*

- 1. Require Federal Licenses and Registrations for Designated Growers to conform with local zoning and control by-laws;*
- 2. Ensure local authorities are provided with notification of any licence issuance, amendment, suspension, reinstatement or revocation within their jurisdiction;*
- 3. Provide dedicated communication with local governments and Police services;*
- 4. Provide lawful authority to Police agencies to lay charges when registered or licenced operations grow in excess of their registration or licence through Health Canada; and,*

5. *Provide enforcement support and guidance to local municipalities for dealing with land use complaints relating to cannabis.*

*AND FURTHER BE IT RESOLVED THAT this motion be sent to the local MP and MPP; the Minister of Agriculture, Food and Rural Affairs; the Minister of Agriculture and Agri-Food; and all municipalities in Ontario, requesting that the Federal government enact legislation to better support local governments with land use management and enforcement issues as they relate to Cannabis Production and Processing.*

**"Carried"**

Regards,

Fred Simpson  
Clerk

cc: Honourable Marie-Claude Bibeau, Minister of Agriculture and Agri-Food  
Honorable Kyle Seebach, MP Dufferin-Caledon  
Honourable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs  
Honourable Sylvia Jones, Solicitor General and MPP Dufferin-Caledon  
All Ontario Municipalities



## Township of The Archipelago

9 James Street, Parry Sound ON P2A 1T4

Tel: 705-746-4243/Fax: 705-746-7301

[www.thearchipelago.on.ca](http://www.thearchipelago.on.ca)

April 9, 2021

21-073

Moved by Councillor Barton  
Seconded by Councillor Manner

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**RE: Road Management Action On Invasive Phragmites**

**WHEREAS** *Phragmites australis* (*Phragmites*) is an invasive perennial grass that continues to cause severe damage to wetlands and beaches in areas around the Great Lakes including Georgian Bay; and

**WHEREAS** *Phragmites australis* grows and spreads rapidly, allowing the plant to invade new areas and grow into large monoculture stands in a short amount of time, and is an allelopathic plant that secretes toxins from its roots into the soil which impede the growth of neighboring plant species; and

**WHEREAS** *Phragmites australis* results in loss of biodiversity and species richness, loss of habitat, changes in hydrology due to its high metabolic rate, changes in nutrient cycling as it is slow to decompose, an increased fire hazard due to the combustibility of its dead stalks, and can have an adverse impact on agriculture, particularly in drainage ditches; and

**WHEREAS** invasive *Phragmites* has been identified as Canada's worst invasive plant species by Agriculture and AgriFood Canada; and

**WHEREAS** the Ontario government has made it illegal to import, deposit, release, breed/grow, buy, sell, lease or trade invasive *Phragmites* under the Invasive Species Act; and

**WHEREAS** *Phragmites* occupy over 4,800 hectares of land around Lake St. Clair alone, while 212 hectares of *Phragmites* occupy land along the St. Lawrence River. The Georgian Bay Area is particularly affected by *Phragmites australis*, with more than 700 stands along the shorelines and multiple visible stands on the highways and roads that threaten valuable infrastructure and wetland areas; and

**WHEREAS** volunteers, non-governmental organizations, and various municipalities have invested tens of thousands of dollars in investments and labour annually for more than eight years in executing managements plans to control invasive *Phragmites* on roads, coasts, shorelines and in wetlands; and

**WHEREAS** roads and highways where *Phragmites* that are left untreated become spread vectors that continually risk new and treated wetlands and coastal shoreline areas; and

**WHEREAS** according to “Smart Practices for the Control of Invasive Phragmites along Ontario’s Roads” by the Ontario Phragmites Working Group, best road management practices for Phragmites australis include early detection, herbicide application, and cutting; and

**WHEREAS** these best management practices are most effective when used in a multi-pronged approach as opposed to when used as stand-alone control measures; and

**WHEREAS** mother nature does not recognize political boundaries. Therefore, it is imperative that Municipalities, Districts, the Province, and the Federal government work together in collaboration to eradicate Canada’s worst invasive plant species Phragmites australis;

**NOW THEREFORE BE IT RESOLVED** that Council for the Corporation of the Township of The Archipelago directs its staff to implement best management practices to promote early detection of invasive Phragmites, and to implement best management practices for invasive Phragmites, and to join the Ontario Phragmites Working Group to collaborate on the eradication of Phragmites in Ontario.

**BE IT FURTHER RESOLVED** that Council for the Corporation of the Township of The Archipelago directs staff to insert clean equipment protocols into tenders and that there is oversight that the protocols are followed; and

**BE IT FURTHER RESOLVED** that Council for the Corporation of the Township of The Archipelago requests the Ontario Ministry of Transportation to map and treat invasive Phragmites annually on all its highways; and

**BE IT FURTHER RESOLVED** that the Ontario Ministry of Transportation (MTO) communicates the strategy on mapping (detecting sites) and controlling invasive Phragmites on provincial highways, the specific highway management plans and results by each MTO region and each highway in the region and work in coordination with the Township of The Archipelago; and

**BE IT FURTHER RESOLVED** that Council for the Corporation of the Township of The Archipelago directs its staff to send this resolution to all municipalities that are part of the Georgian Bay watershed, to all municipalities in the Great Lakes watershed, to the Minister of Transportation, Christopher Balasa the Manager, Maintenance Management Office, and MPP Norman Miller.

**BE IT FINALLY RESOLVED** that Council for the Corporation of the Township of The Archipelago requests all levels of government to consider funding support to aid the Township of The Archipelago in managing invasive phragmites; and directs staff to send a copy of this resolution to the Ontario Minister of Environment, Conservation and Parks and the Minister of Environment and Climate Change Canada.

**Carried.**



## Community Services

### Legislative Services

April 27, 2021

File #120203

Sent via email: [caroline.mulroney@pc.ola.org](mailto:caroline.mulroney@pc.ola.org)

The Honourable Caroline Mulroney, Minister of Transportation  
5th Floor, 777 Bay Street  
Toronto, ON M7A 1Z8

Honourable and Dear Madam:

**Re: Township of The Archipelago - Road Management Action on Invasive Phragmites**

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of April 26, 2021 received and supported correspondence from the Township of The Archipelago dated April 9, 2021 requesting the Ontario Ministry of Transportation (MTO) to communicate the strategy on mapping (detecting sites) and controlling invasive Phragmites on provincial highways, the specific highway management plans and results by each MTO region and each highway in the region and work in coordination with the Township of The Archipelago and requests all levels of government to consider funding support to aid the Township of The Archipelago in managing invasive phragmites.

Attached please find a copy of the Township of The Archipelago's correspondence dated April 9, 2021.

Thank you for your attention to this matter.

Yours very truly,

Carol Schofield, Dipl.M.A.  
Manager, Legislative Services/Clerk

[cschofield@forterie.ca](mailto:cschofield@forterie.ca)

CS:dlk

Attach

c.c.

The Honourable Jeff Yurek, Minister of Environment, Conservation and Parks [jeff.yurekco@pc.ola.org](mailto:jeff.yurekco@pc.ola.org)

The Honourable Jonathan Wilkinson, Minister of Environment and Climate Change Canada [ec.ministre-minister.ec@canada.ca](mailto:ec.ministre-minister.ec@canada.ca)

Christopher Balasa, Manager, Maintenance Management Office [Christopher.balasa@ontario.ca](mailto:Christopher.balasa@ontario.ca)

Wayne Gates, MPP, Niagara Falls [wgates-co@ndp.on.ca](mailto:wgates-co@ndp.on.ca)

MPP Norman Miller. [Norm.miller@pc.ola.org](mailto:Norm.miller@pc.ola.org)

Maryann Weaver, Municipal Clerk, Township of The Archipelago [mweaver@thearchipelago.on.ca](mailto:mweaver@thearchipelago.on.ca)

Ontario Municipalities

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Mailing Address:

The Corporation of the Town of Fort Erie  
1 Municipal Centre Drive, Fort Erie ON L2A 2S6

Office Hours 8:30 a.m. to 5:00 p.m. Phone: (905) 871-1600 FAX: (905) 871-4022

Web-site: [www.forterie.ca](http://www.forterie.ca)

**The Corporation of the City of Cambridge  
Corporate Services Department  
Clerk's Division  
The City of Cambridge  
50 Dickson Street, P.O. Box 669  
Cambridge ON N1R 5W8  
Tel: (519) 740-4680 ext 4585  
[mantond@cambridge.ca](mailto:mantond@cambridge.ca)**

April 21, 2021

**Re: Resolution - City of Cambridge Council – Request for Paid Sick Leave**

At the Special Council Meeting of April 20, 2021, the Council of the Corporation of the City of Cambridge passed the following motion:

Mover: Councillor Wolf  
Seconder: Councillor Reid

WHEREAS as a result of the COVID-19 pandemic and the increase in cases in Ontario, our hospitals and Intensive Care Units s are overrun with people sick with the virus;

AND WHEREAS according to the Provincial Science Advisory Table on COVID-19 we need to protect essential workers and support them with paid sick leave;

AND WHEREAS it is being reported that the drivers of transmission are indoor work places, particularly industrial workplaces, warehouses, and distribution centres;

AND WHEREAS the COVID-19 crisis has unmasked the inequalities in our Province as most of the people now getting sick are the most vulnerable in our society and are those who cannot afford to stay home and often live and work in crowded conditions;

AND WHEREAS Workers who are denied paid sick days do not avoid illness, they bring the infections to work with them, and they transmit them to their coworkers, employees without paid sick leave;

THEREFORE BE IT RESOLVED that Cambridge Council urge the Honourable Doug Ford, Premier to require Ontario employers to provide no less than five paid sick days annually to workers — after three months of employment — by amending the

Employment Standards Act, 2000, or through a different mechanism and to provide necessary funding, fiscal relief and/or support to employers so that all workers in Ontario have access to no less than 10 paid sick days annually in the event of a declared infectious disease emergency, such as the COVID-19 pandemic and ensure all Ontario workers have access to protected and paid emergency leave so care can be provided to children, parents, and/or other family members who may become ill and that all workers may receive paid time off to enable them to receive the COVID-19 Vaccine.

AND FURTHER that upon Council's approval of this motion that it be forwarded to the Association of Municipalities of Ontario, the Provincial Minister of Labour, the Premier, and each Ontario municipality.

Should you have any questions related to the approved resolution, please contact me.

Yours truly,



Danielle Manton  
City Clerk

**From:** Jennifer Willoughby [<mailto:jwilloughby@shelburne.ca>]

**Sent:** April 28, 2021 11:04 AM

**To:** [premier@ontario.ca](mailto:premier@ontario.ca); [doug.fordco@pc.ola.org](mailto:doug.fordco@pc.ola.org); [sylvia.jones@pc.ola.org](mailto:sylvia.jones@pc.ola.org); [Kyle.Seeback@parl.gc.ca](mailto:Kyle.Seeback@parl.gc.ca)

**Cc:** Wade Mills <[wmills@shelburne.ca](mailto:wmills@shelburne.ca)>

**Subject:** Support for Universal Paid Sick Days

Good Morning

At the Shelburne Council meeting held Monday April 26, 2021 the following resolution passed unanimously:

Moved By Mayor Wade Mills

Seconded By Councillor Walter Benotto

WHEREAS the Province of Ontario declared a third provincial emergency on April 7, 2021 in response to the third wave of COVID-19;

AND WHEREAS public health officials recognize that workplaces are a significant source of COVID-19 transmission throughout the province;

AND WHEREAS access to paid sick days is not available to a number of workers throughout the province including essential workers, those who cannot work remotely, and surprisingly, many health-care workers;

AND WHEREAS too many of these workers simply cannot afford to take time off even when they are sick and may be exhibiting symptoms of COVID-19;

AND WHEREAS this fear of income loss and financial hardship are known barriers to compliance with COVID-19 control measures including testing and self-isolation;

AND WHEREAS the current federal programs are inadequate and too time-consuming to meet the needs of workers who require sick leave;

AND WHEREAS although in recent days, the province has suggested that a paid sick day policy announcement was "imminent", to date, no such announcement has been made;

NOW THEREFORE BE IT RESOLVED THAT The Mayor, on behalf of Council, write to the Premier of Ontario to request that the provincial government immediately implement and fund the necessary policies to provide adequate paid sick day benefits to ensure accessible and timely supports to allow workers to get tested, self-isolate and follow all necessary COVID-19 control measures without fear of income-loss and financial hardship;

AND FURTHER THAT A copy of this resolution be sent to MPP Sylvia Jones, MP Kyle Seeback, and all other Ontario municipalities for their awareness and support.

CARRIED, W. Mills

Accordingly, please find attached correspondence from Mayor Mills.

Thank You

**Jennifer Willoughby, Director of Legislative Services/Clerk**

**Phone: 519-925-2600 ext 223 | Fax: 519-925-6134 | [jwilloughby@shelburne.ca](mailto:jwilloughby@shelburne.ca)**

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

**[www.shelburne.ca](http://www.shelburne.ca)**



*A People Place, A Change of Pace*  
**SHELBURNE**  
ONTARIO, CANADA

April 27, 2021

Hon. Doug Ford  
Premier of Ontario  
Premier's Office, Room 281  
Legislative Building, Queen's Park  
Toronto, ON M7A 1A1

Dear Premier Ford:

On behalf of my Council, I am urging your government to *immediately* implement and fund the necessary policies to provide adequate paid sick day benefits for Ontario's workers.

It is a widely accepted fact that workplaces are a significant source of COVID-19 transmission throughout our province. Sadly however, too many Ontarians are still going to work when they are sick for fear that they will lose pay should they stay at home. This is entirely counterproductive to our collective efforts to contain this deadly virus and is contributing to the high case counts that we continue to see throughout Ontario.

The federal Canada Recovery Sickness Benefit is not nearly sufficient to rely upon as our only line of defense on this front. While it offers some help, this program is temporary, not fully accessible to all workers, and the delays involved in applying fail to adequately cover the crucial first few days of an illness. We can do better Mr. Premier.

I am confident that a "Team Ontario" approach to this issue will find the kind of tailored solution needed to meet the needs of workers within our province. A universal Ontario paid sick day policy must ensure accessible and timely supports to allow workers to stay home when they are sick, get tested, self-isolate and follow all necessary COVID-19 control measures without fear of income-loss and financial hardship. We owe this to our workers who have given so much over this past year.

It's time for action Mr. Premier.

Respectfully yours,

A handwritten signature in blue ink, appearing to read 'Wade Mills', is written over a horizontal line.

Wade Mills

Mayor, Town of Shelburne



April 30, 2021

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

Sent via email: [premier@ontario.ca](mailto:premier@ontario.ca)

Dear Premier Ford,

Please be advised that at the Brantford City Council Meeting held April 27, 2021, the following resolution was adopted:

**Request - Province of Ontario withdraws its prohibition on golfing and any other outdoor recreational activities**

WHEREAS COVID-19 restrictions have had significant impacts; and

WHEREAS many forms of socializing, recreation and sport have been curtailed; and

WHEREAS the game of golf can be enjoyed while maintaining proper social distancing;

THEREFORE BE IT RESOLVED THAT The Corporation of The City of Brantford recommends:

- A. THAT The Province of Ontario withdraws its prohibition on golfing and any other outdoor recreational activities which can be enjoyed while maintaining proper social distancing; and
- B. THAT the City Clerk BE DIRECTED to forward a copy of this resolution to the Premier of Ontario; Will Bouma, MPP, Brantford-Brant, the Association of Municipalities of Ontario, Ontario Big City Mayors; and the list of other Municipalities in Ontario.

Yours truly,

A handwritten signature in black ink, appearing to read "Tanya Daniels".

Tanya Daniels  
City Clerk  
[tdaniels@brantford.ca](mailto:tdaniels@brantford.ca)

cc MPP Will Bouma, Brantford-Brant  
Association of Municipalities of Ontario (AMO)  
Ontario Big City Mayors  
All Ontario Municipalities

**From:** Michelle Viglianti <[vigliantim@thamesriver.on.ca](mailto:vigliantim@thamesriver.on.ca)>

**Sent:** Tuesday, April 27, 2021 9:35 AM

**To:**

**Subject:** Re: April 27, 2021 UTRCA SPA, Board of Directors Meeting - New Life Stream Link

Good morning,

Due to very last minute technical difficulties the link to the life stream of the meeting has been updated:

<https://youtu.be/LlisUG-VJck>

Sorry for any confusion.

Michelle

>>> Michelle Viglianti 21/04/2021 12:52 PM >>>

Good afternoon,

On April 27, 2021 at 9:30am there will be a meeting of the Upper Thames River Source Protection Authority, directly followed by the regular Board meeting at approximately 10:00am. Both can be viewed via live stream at the following link: <https://youtu.be/6rsvnzON4Uo>

Please find the agenda package and draft minutes for the Source Protection Authority meeting at the following link: <http://thamesriver.on.ca/publications/>

Please find the agenda package for the April 27, 2021 (10:00am) UTRCA Board of Directors Meeting, and the draft Minutes from the March 23, 2021 Board Meeting, and at the following website: <http://thamesriver.on.ca/board-agendas-minutes/>

In addition, a Finance & Audit Committee meeting will take place following the Board meeting on April 27, 2021. The agenda and link to the live stream can be found at the following website: <http://thamesriver.on.ca/board-agendas-minutes/board-of-directors-subcommittees/>  
Please note that the majority of the business at the Finance & Audit Committee meeting will be held in closed session.

Thank you,  
Michelle Viglianti



**Michelle Viglianti**

Administrative Assistant

1424 Clarke Road London, Ontario, N5V 5B9

519.451.2800 Ext. 222 | Fax: 519.451.1188

[vigliantim@thamesriver.on.ca](mailto:vigliantim@thamesriver.on.ca)



## 2020 Annual Report



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## Corporate Profile

The Bluewater Recycling Association, located in Huron Industrial Park in the Municipality of South Huron, near Exeter, provides a wide variety of reliable, dependable, and affordable resource management based products and services.

The Association is one of the largest multi-municipal resource management organizations in Canada, which provides integrated waste reduction and environmental services ranging from collection and processing to marketing superior quality products and services.

The 83 people employed by the Association handle over 56,000 tonnes of material yearly, which represents a substantial portion of the overall waste stream. Although the Association's fleet of 43 vehicles collect most of the material, the Association also processes contractor-collected material.

"Our mission is to provide ethical, innovative, effective, quality resource management services. We will carry out our mission efficiently, safely, and in an environmentally responsible manner, ultimately enabling our members to meet their environmental commitments."

The logo depicts the Association's acronym at the roots of a white oak tree strategically placed above our recognizable Bluewater wave. The white oak, native to the area, standing tall above the waters of Lake Huron is notorious for its stability and long life, which the Association mirrors. The root system of the oak is as dispersed as the branches above, reflecting the Association's unique relationship between its owners and customers.



The roots of the oak tree flow into BRA, the acronym for the Bluewater Recycling Association, signifying that the Association is at the root of providing solutions to environmental issues. The letters are intertwined, representing the cooperative nature of the organization that involves more than 20 individual municipalities. The bold, stylish letters symbolize the strength, creativity, and proactiveness of the organization. The wave is representative of the blue water found on Lake Huron which most of our members have an opportunity to view regularly.

Each colour used in the logo also carries special significance for the Association. Green is synonymous with the environment in general. Blue is representative of the blue water of Lake Huron and is a colour that is widely associated with recycling. White is representative of the cleanliness and purity of the environment which we strive to achieve.

The Bluewater Recycling Association is much more than a recycling company, it's

**"Your Environmental Alternative"**

## Highlights

### A New Reality: Solid Waste Management Practices Pivot Amid Pandemic

It is hard to report on 2020 without COVID stealing the show and perhaps this is to be expected since this is the type of event that happens once in a lifetime and about once per century. The virus, its consequences and the measures taken to control it have redefined normal everyday life.

Like everyone else, the Association has not been immune, and we have adapted as necessary to survive and thrive. Our services were deemed essential from the very beginning and our people have stepped up to the challenge to maintain services without missing a beat. The lack of information at the beginning and the flurry of misinformation online made it difficult to convince everyone that it was safe to operate, and that fear was justified. Cooler heads prevailed and we made it through together without a single incident of the virus recorded in our workplace to date.

It brought about new contamination challenges. In the past, a common issue was VCR tapes that would find their way wrapped around shafts, pulleys, and wheels throughout our processing facility and they would hang everywhere like garland. They have given way to medical masks disposed haphazardly by their owners causing us the same issues with the added biohazard. Who know we would have to advertise to curb such indiscretion?



Experts say the risk of catching coronavirus from a discarded mask is minimal, but the litter is causing concern for other reasons: Used masks and gloves, which cannot be recycled, pose a problem for the environment.

The coronavirus pandemic has sent ripple effects across every industry, as the situation changes each day. For us, this crisis is leading to operational changes, service disruptions, and volume shifts. We are adapting daily to continue providing their essential services and protecting the health and safety of our employees and the communities we serve. We are focused on navigating these key areas for the foreseeable future:

We have developed and maintain a continuity of operations plan for a broad range of circumstances, such as evolving resources or staffing levels. These plans help address as many unknowns as possible, especially in a time of great uncertainty. With health and safety a top priority, continuity of operations plans outline scenarios that promote safety in changing conditions and accommodate various levels of staffing.

These continuities of operations plans prompt innovative approaches for adjusting business. Stay-at-home orders are resulting in a major uptick in residential waste set out for collection and a reduction in the amount of commercial and business waste being generated. This shift requires operational changes. We are strengthening our workforce by cross-training teams so that employees have a range of capabilities to fill staffing gaps or meet new demands.

Safety remains a top priority, and everyone has a hand in creating a safe environment. In our Material Recovery Facility we accommodate social distancing. This requires significant innovation and adaptation for everyday practices. For example, our managers have staggered shifts and require breaks to be taken in smaller groups. Employees who can work from home have been equipped with the resources to do so.

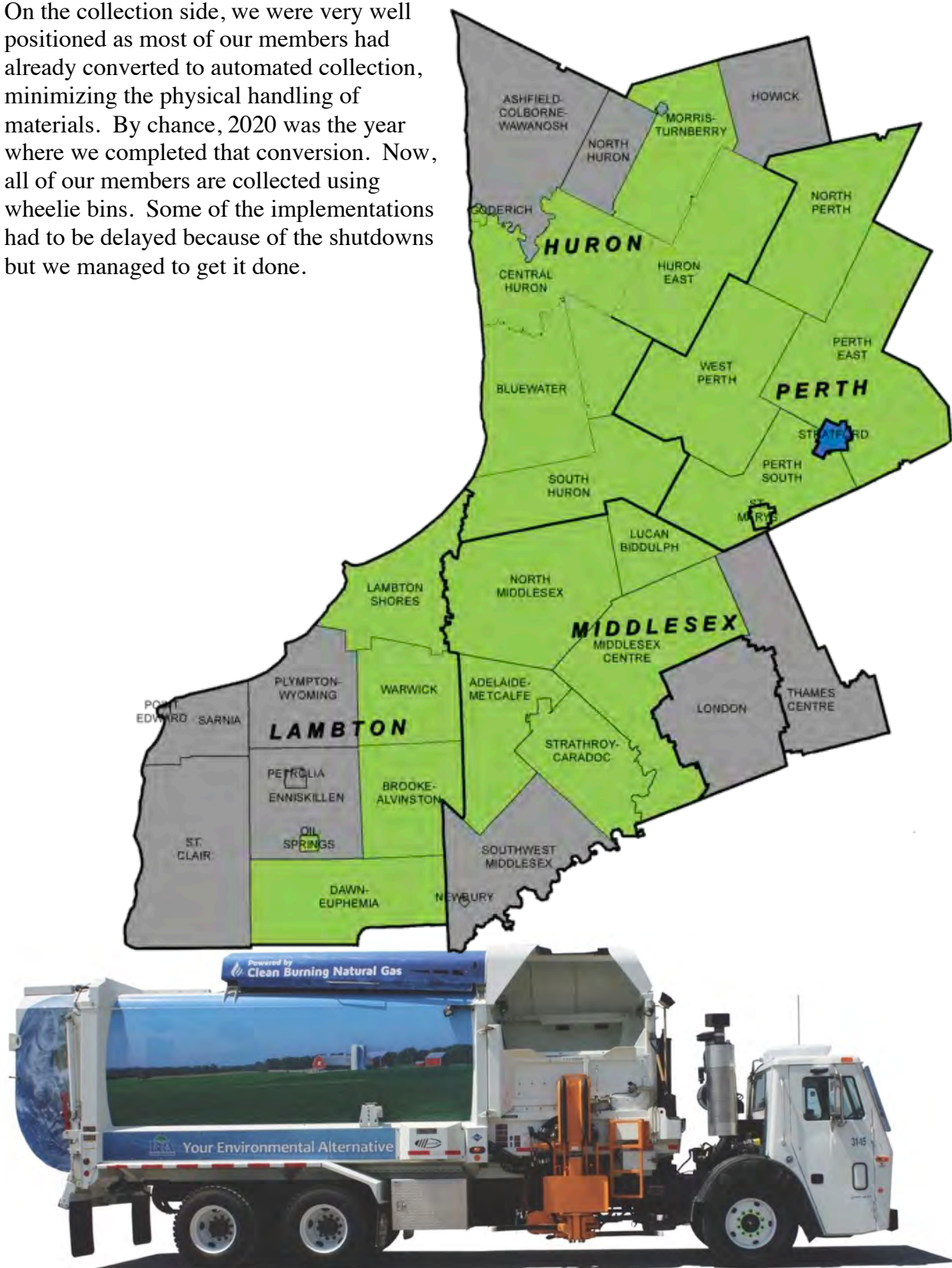
Necessary personal protective equipment (PPE) is continuously evaluated and supplied to employees. If there is not enough PPE available for certain services, operations may need to be adjusted. New cleaning protocols have been incorporated, whether it's cleaning an employee's workspace, changing transaction procedures, disinfecting break rooms or regularly sterilizing fleet vehicles.

These efforts to support health and safety contribute significantly to staff morale. We must demonstrate preparedness and address the concerns of our staff. In a time of global anxiety, staff needs to have trust in their leadership. High staff morale can result in a consistent workforce available to keep operations moving forward safely and to continue to meet our customer service needs.

We decided early on that we needed to manage risk, and we started with our people. We employed measures inside our physical assets to provide services within our communities, all while making sure we got materials picked up in a manner that wouldn't cause additional problems.



On the collection side, we were very well positioned as most of our members had already converted to automated collection, minimizing the physical handling of materials. By chance, 2020 was the year where we completed that conversion. Now, all of our members are collected using wheelie bins. Some of the implementations had to be delayed because of the shutdowns but we managed to get it done.



One of the biggest challenges of working during the pandemic is that the industry is very labour intensive, with employees often working in close proximity to each other. In an effort to maintain social distancing, the Association, staggered start times and breaks for workers, provided employees with additional PPE and more. The Association continues to follow these best practices in an effort to maintain safe working environments.

These requirements accelerated our implementation of robotic technology and the use of artificial intelligence in our Material Recovery Facility (MRF). In the fall of 2020 the needed vision systems were installed and in the new year six robots were placed into service. They replaced 10 positions in the MRF and are performing like 20 employees per shift. They are still part of a learning process that we expect will continue into the summer before they are fully optimized. We are very satisfied with the results so far.



Whether services are being maintained, modified or discontinued, the public needs to know. We have leveraged social media, website assets, specialized apps and local news sources to communicate with and educate our customers.

As an essential public service that impacts every single community, changes to solid waste



Responsible dog owners don't try to recycle their pooch's poop. It really stinks when people don't recycle properly and some materials get dumped.



This ad is provided through a partnership between industry and Ontario municipalities to support waste diversion programs.

customer service and program operations are a necessity during this pandemic. We must strive to meet today's demand safely while planning for long-term transformation that fit your community's evolving needs.

### COVID 19 Waste Generation Report

Work continues on developing a better understanding on possible impacts as a result of COVID-19 of residential waste generation and management. It is important to understand that waste management flows are impacted by a number of factors from year to year (e.g., economic and population change, weather related events, changes to waste management programming, waste composition, etc.). COVID-19 is not the only influence that might be influencing waste generation and flows. There is likely some impact in the residential numbers below as municipal governments often collect wastes from some small businesses on their residential routes.

Compared to the same relevant week in 2019, Ontario municipalities surveyed to date are generally experiencing an increase in total residential waste generated.

	Garbage	Green Bin	Blue Box	Total
<b>2020 (tonnes)</b>	176,692.75	74,444.37	84,485.39	342,138.76
<b>2019 (tonnes)</b>	169,370.62	66,321.54	83,594.96	324,891.53
<b>Difference</b>	+4.32%	+12.25%	+1.07%	+5.31%

Yard waste was excluded from the totals given many municipalities have suspended services and that yearly totals vary significantly based on weather conditions.

To date, data has been received from four rural Ontario municipalities (See Figure 1). They are experiencing similar trends to the larger municipalities with overall increases in waste generation of almost 12% for garbage, but no real change in blue box materials. While waste generation increases, compared to 2019, were trending down it started to increase again at the end of April.

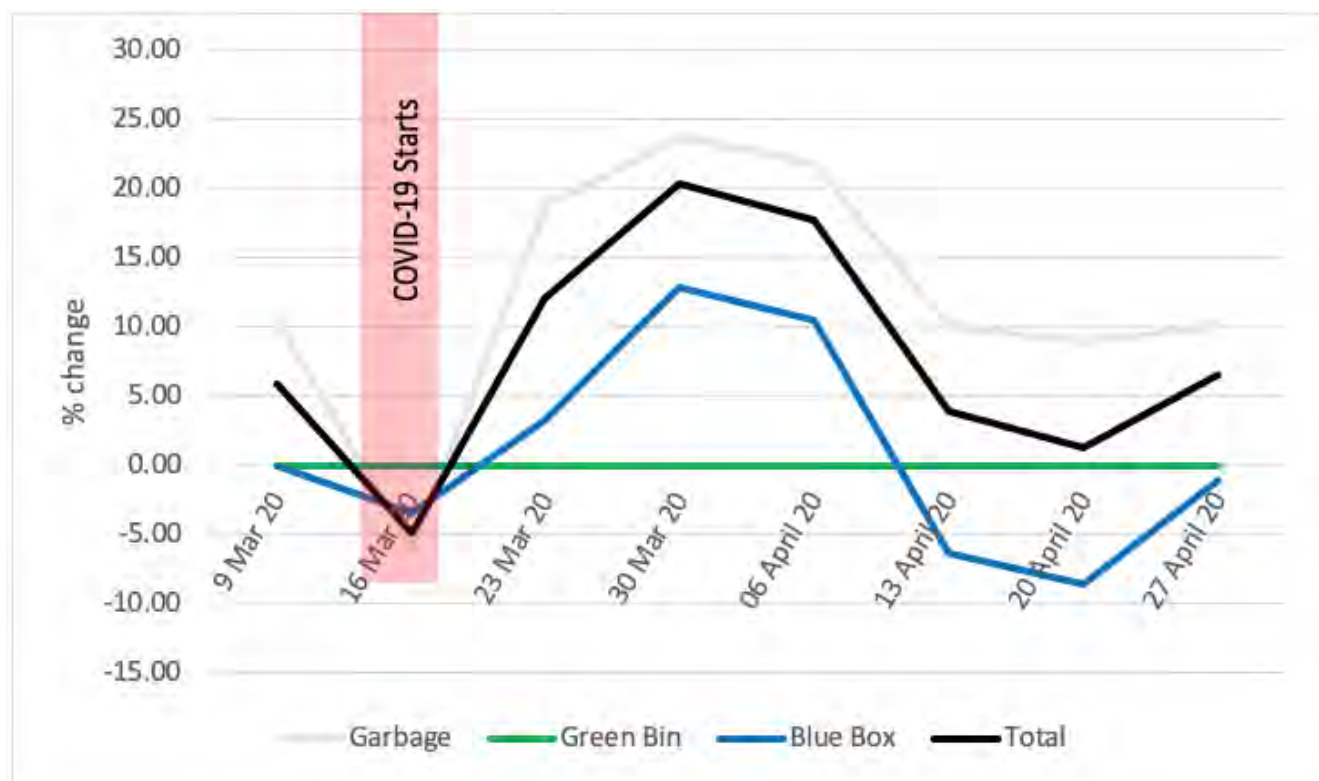


Figure 1 – Ontario Rural Municipalities - Average 2020 vs 2019 % Change per Week

## Markets

The way exports of OCC flow out of North America have shifted considerably in the last four years. In 2016, about 3 out of every 4 tons of exported OCC would be shipped to China. In 2019, only 4 out of every 10 tons of exported OCC were shipped to China. Next year, that number likely will be zero, and about 4 to 5 million tons of North American OCC that were exported to China this year will need to find new homes.



The overall demand for packaging and tissue papers is growing, but printing and writing paper demand has gone down substantially in the last decade.

- Newsprint demand declined 47 percent between 2010 and 2019.
- Printing and writing paper demand declined 21 percent between 2010 and 2019.
- Containerboard demand increased by 17 percent between 2010 and 2019.
- Boxboard demand increased 5 percent between 2010 and 2019.
- Tissue demand increased 34 percent between 2010 and 2019.

Much of the containerboard and boxboard demand growth has been driven by packaging and hygiene products. The global paper industry is being fed by about 60 percent recycled fiber.

E-commerce has benefited from the pandemic, which has increased demand for corrugated boxes. Despite this growth, residential recovery of old corrugated containers (OCC) has been unable to make up for the reduction in commercial and institutional recovery during the pandemic.

Old newspapers (ONP) generation in the U.S. has been declining since 2005, as has ONP demand. We expect newsprint demand to decline nearly 18 percent this year compared with last year, adding that ONP largely has become an export grade.

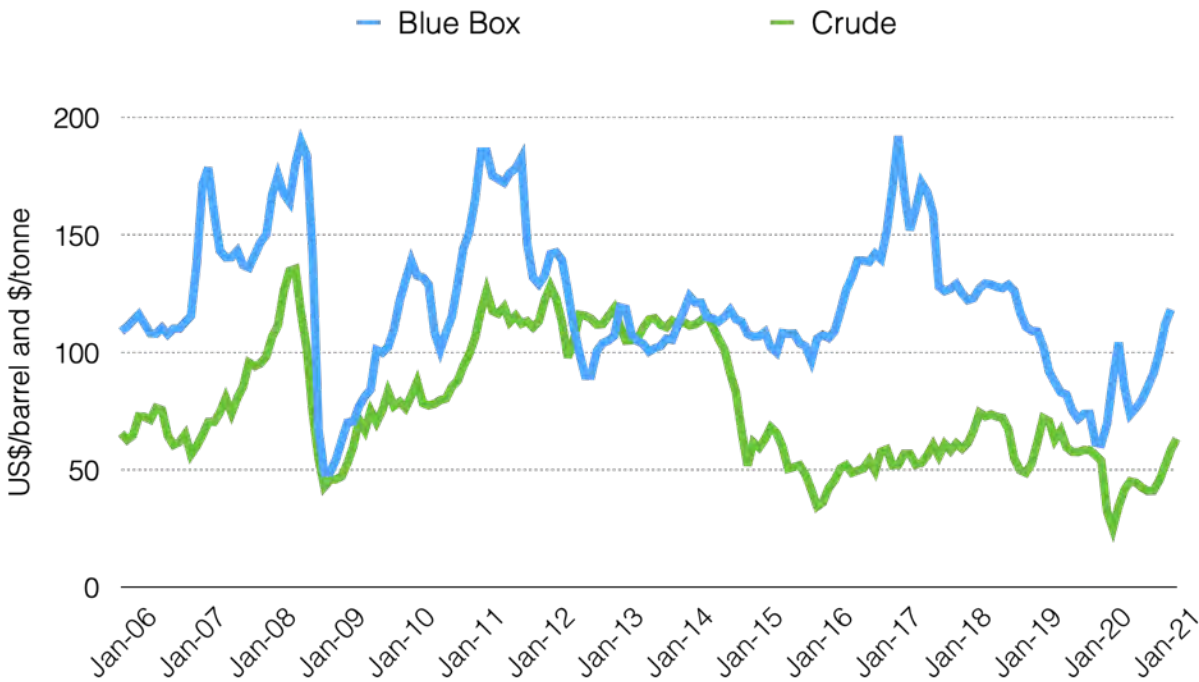
Demand for natural HDPE bales has increased during the pandemic. Mixed color HDPE, however, is sold into the automotive sector, which was affected by the pause in manufacturing. That activity resumed earlier in the summer and that demand is expected to be back to where it was prelockdown.

Before the pandemic, aluminum scrap in the U.S. was characterized by a supply imbalance that favored the consuming sector. While the availability of certain scrap grades has been affected by the pandemic, that appears to be matched by reduced demand in most cases. However, a number of factors are contributing to uncertainty that is clouding the outlook for the metal heading into the second half of the year, including the ongoing COVID-19 pandemic, geopolitics and tariffs.

Aluminum can production presented a bright spot during the depth of the pandemic, as consumption shifted from fountain drinks and draft beer at restaurants and bars to canned beverages at home. Aluminum can users ranging from craft breweries to global soft drink producers have experienced difficulties sourcing cans to meet increasing demand for their products in response to the pandemic. This is despite attempts by can manufacturers to meet the surging demand.

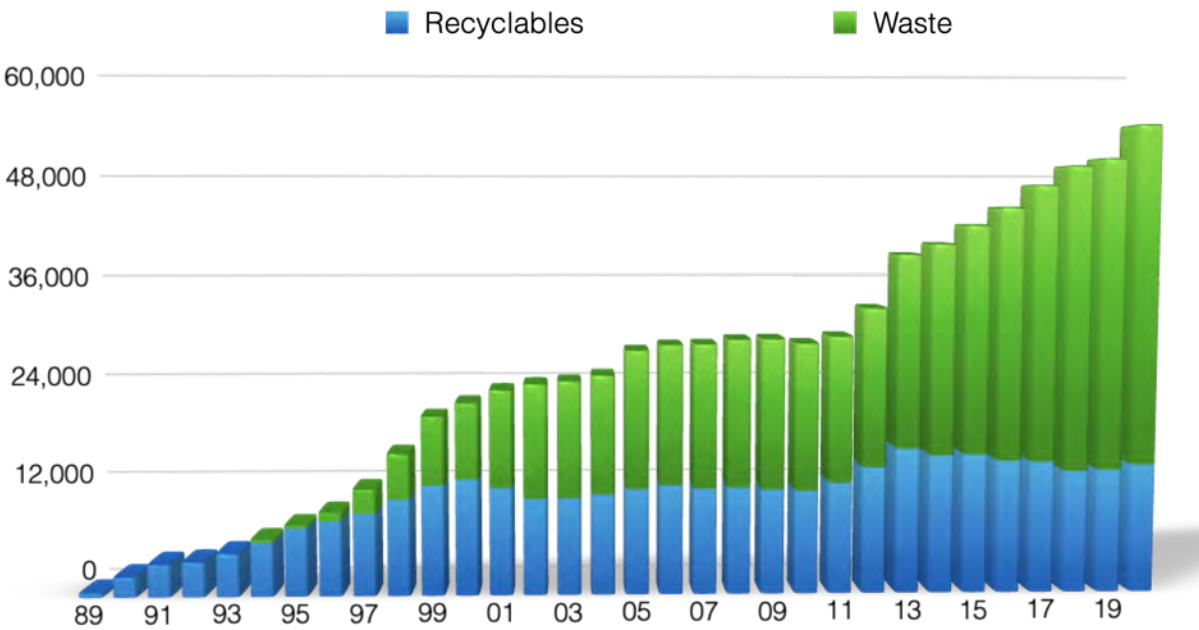
Commodities Update

Commodity prices have traditionally followed crude oil prices in the past in part because some of the materials are derived from crude oil while others are energy intensive to fabricate. That connection was lost for a while when commodities were heavily driven by Chinese demand. We are seeing a return to a closer correlation.



Tonnes Managed

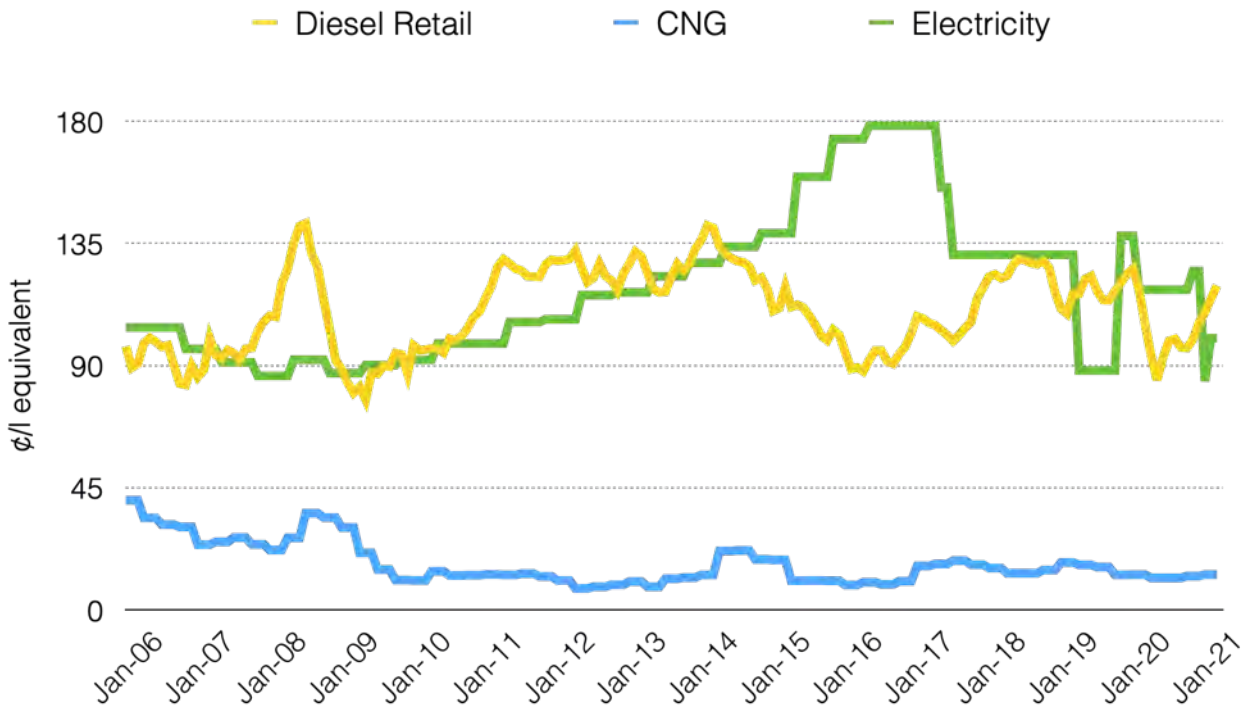
The Association continues to grow by managing more materials in the area. Despite a significant campaign to reduce contamination recently, we managed to maintain our recycling volumes while increasing our waste volumes with the pandemic.



Fuel Update

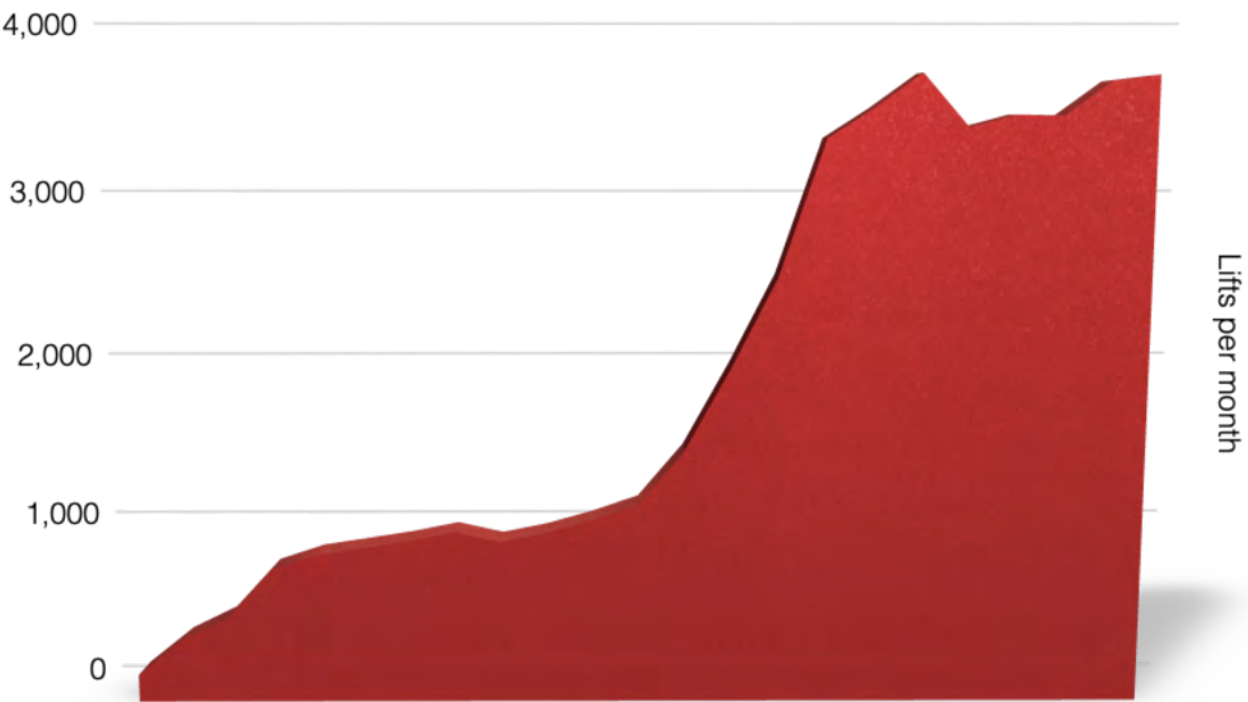
One of the benefits of low crude oil is generally lower diesel prices as well. While diesel prices did not go down as rapidly as the crude price, it did eventually fall to a reasonable price below \$1.00 per litre.

In the meantime, our conversion to natural gas continues with now half of our vehicles operating with this fuel. Despite the lower the diesel prices, natural gas remains significantly lower. Furthermore, it remains the best overall performer with lower emissions and low noise.



**Mars Environmental**

Our commercial division continues to perform well. One of the performance metrics used is the number of lifts provided to customer has increased by 1% in 2020 despite the pandemic that forced many commercial operations to shut down and/or curtail operations. At its peak in April of 2020, lifts were down 15%. Although our services had limited growth, we managed to increase revenues by 10% year over year.



## Regulatory Update

### The Authority has approved SO's Blue Box Program Transition and Stewardship Ontario Wind-Up Plan with six conditions.

The plan details how the Blue Box Program will be wound up by December 31, 2025 in order to transition it to Ontario's new extended or individual producer responsibility regulatory framework and outlines how SO itself will be dissolved soon after.

The Authority imposed the following six conditions as a stipulation of its approval of the plan:

Prior to the implementation of the Material Cost Differentiation (MCD) methodology, SO is required to:

1. develop a proposal, to the Authority's satisfaction, to further mitigate the increase of InKind funding to municipalities and First Nation communities as a result of the adoption of the methodology until the program winds up
2. develop a plan, to the Authority's satisfaction, to address stakeholder concerns about potential impacts of the methodology on competition in the market for resource recovery services under the Resource Recovery and Circular Economy Act, 2016
3. SO shall ensure its Code of Conduct applies to all SO staff and develop a plan by February 15, 2021, to the satisfaction of Authority staff, to ensure measures are in place at the staff level to further mitigate conflict of interest
4. SO is required to develop a plan by May 31, 2021, to the satisfaction of Authority staff, to ensure data retained outside of its enterprise resource planning system is managed in a secure manner and destroyed following wind-up of the Blue Box Program
5. SO is required to develop a plan by September 15, 2021, to the satisfaction of Authority staff, to maintain or minimize reduction in program performance during the wind-up process
6. SO is required to update the plan as required to address operational and implementation issues and as directed by Authority staff
7. SO shall provide any information identified by Authority staff that it requires to perform its mandated duties

The Authority has also approved the Continuous Improvement Fund's wind-up plan and changes to its governance structure, which was included, by reference, in SO's wind-up plan.

During the transition period, SO will continue to operate the Blue Box Program without disruption and the Authority will continue to oversee SO and its operation of the Blue Box Program and monitor the implementation of the approved wind-up plan and its conditions.

### Arbitrator Clarifies Annual Blue Box Funding Obligation

A recent arbitrator's decision has resolved a dispute between Stewardship Ontario and the Resource Productivity and Recovery Authority (RPRA) about costs included in the Blue Box steward funding obligation.

The annual steward funding obligation is the total amount that Ontario stewards must pay to municipalities for operating the Blue Box program and is the most significant driver of steward fees.

Stewardship Ontario initiated arbitration in October 2018 after being unable to resolve its concerns about three costs included in the obligation and detailed below. The net result of the arbitration is the elimination of one of the cost items.

1. **In-kind:** In addition to the value of in-kind advertising provided by newspaper publishers, a cash contribution by stewards was first included in the 2015 steward obligation, resulting in approximately \$1.1 million annually in fees payable by all stewards. The arbitrator accepted Stewardship Ontario's position that RPRA did not have the legal authority to include this charge in setting the steward obligation and directed RPRA to remove this cost from the 2019 and subsequent obligations.
2. **Material Management:** Stewardship Ontario raised a concern that the annual obligation incorrectly included municipal costs for materials that did not fit the definition of Packaging and Printed Paper (PPP). The arbitrator determined that RPRA is entitled to continue including this cost in the obligation and recommended collaboration on a better methodology to identify material in the municipal blue box that can properly be removed from the steward funding obligation.
3. **Cost Containment:** Steward cost containment was introduced in the 2016 obligation in response to growing net municipal costs from a changing Blue Box material mix and to incentivize stewards to develop PPP that is easier and less costly to recycle. Stewardship Ontario questioned the legitimacy of a steward cost containment fee at the outset and again when the annual amount increased from \$2.1 million in 2016 to \$7.1 million in the 2019 obligation. The arbitrator's interpretation of the Blue Box Program Plan is that RPRA is entitled to include cost containment in the steward obligation. Further, RPRA's formula for calculating steward cost containment was not unreasonable because, among other things, RPRA is now in the course of reconsidering the methodology in setting the 2020 steward obligation and a forward-looking solution is more reasonable than going over old ground.



### Ontario's Electrical and Electronic Equipment Regulation now in effect

On December 31, 2020, the Waste Electrical and Electronic Equipment Program operated by Ontario Electronic Stewardship ended. On January 1, 2021, Ontario's new Electrical and Electronic Equipment (EEE) Regulation came into effect. The regulation outlines a new framework where producers of information technology, telecommunications and audio-visual (ITT/AV) equipment are individually accountable and financially responsible for collecting and reusing, refurbishing or recycling their products when consumers are finished using them.



### RPRA Finds Evidence that OES-Dedicated EPRA Staff in Contravention of Conflict-of-Interest Measures

On December 10, 2020, RPRA issued a statement regarding a recent inspection undertaken by the Authority of Ontario Electronic Stewardship (OES) and Electronic Products Recycling Association (EPRA).

As service providers to the Electrical and Electronic Equipment (EEE) Waste Program, municipalities may have received communications from persons identifying themselves as OES or EPRA personnel advising that OES is being rebranded as EPRA Ontario and that it would continue to operate Ontario's electronics recycling program. The communications may have also advised municipalities to sign a new contract with EPRA Ontario to ensure continuity in service. These communications are incorrect, contravene the conflict-of-interest guidelines that are part of the OES Wind-Up Plan, are inconsistent with the Minister's Directions and non-compliant with the requirements of the Waste Diversion Transition Act (WDTA) and the Resource Recovery and Circular Economy Act (RRCEA).

As a result of RPRA's findings, OES has agreed to cease using the wind-up trust fund to support activities promoting EPRA's commercial interests and has taken additional steps to ensure compliance.

### Batteries Now Managed Under Individual Producer Responsibility Framework

On June 30, 2020, the waste recovery program for single-use batteries operated by Stewardship Ontario ended. As of July 1, 2020, both single-use and rechargeable batteries became the second material, after tires, to be managed under Ontario's individual producer responsibility regulatory framework. RPRA is the regulator mandated by the Ontario government to oversee the new framework.



### Draft Hazardous Waste Regulation Released

The Ministry of the Environment, Conservation & Parks (MECP) released its proposed producer responsibility regulation for Hazardous and Special Products (HSP), now known as the MHSW program.

The current Municipal Hazardous or Special Waste (MHSW) Program is scheduled to end on June 30, 2021. The new regulation, once approved, is expected to be fully in effect on July 1, 2021, and will create a new Hazardous and Special Products (HSP) producer responsibility program. The Resource Productivity and Recovery Authority (RPRA) will be responsible for overseeing the program, including compliance and enforcement activities related to the proposed regulation.

### Minister directs Stewardship Ontario to amend MHSW Wind-up Plan

On April 1, 2020 the Minister of the Environment, Conservation and Parks directed Stewardship Ontario (SO) to amend sections of the Municipal Hazardous or Special Waste (MHSW) Program Wind-up Plan that pertain to the disbursement of surplus funds. On April 29, the Minister extended SO's amendment submission deadline from April 30 to June 5, 2020.

### Authority approves Surplus Fund Addendum to MHSW Program Wind-up Plan

The Authority has approved Stewardship Ontario's (SO) surplus fund transfer addendum to the MHSW Wind-up Plan with conditions. The addendum details how much of the surplus funds will be transferred to the Industry Stewardship Organizations (ISOs) as a lump sum, as well as how SO can recover unexpected expenses related to the materials managed by ISOs if there is a delay in the wind up.

### HWIN Modernization

The Ministry of the Environment, Conservation and Parks is seeking feedback on the proposed changes to modernize and transition Hazardous Waste digital reporting services to the Resource Productivity & Recovery Authority (the Authority). These proposed changes will make reporting simpler, faster and more cost-effective for the regulated community, while creating better oversight of hazardous waste management in the province by providing more timely, accurate information to the ministry.

The feedback they receive will be used to inform regulatory and program changes that support the modernization and transition of digital reporting services to the Authority.

The discussion paper includes a number of questions for your consideration. For example, they are considering changes to registration and reporting that would remove some duplicative reporting and unnecessary data entry. We are looking for your advice on how we can best implement the proposed changes.

They would also like to better understand the impacts of modernizing hazardous waste digital reporting services on businesses, so that they can help make reporting as easy as possible. For example, they want to know how much making the change to digital reporting would cost your business and the types of supports you need to ensure a seamless transition to the new digital reporting service.



### Ontarians In The Dark About Tire Recycling

Only a third (37 percent) of Ontarians know that tires are recycled in this province.

Nearly half (49 per cent) of Ontarians do not know whether they're recycled or thrown into landfills, and a surprising 14 per cent of residents – a whopping 1.5 million adults in Ontario– do not believe tires are recycled at all. In reality, tire manufacturers and automakers are responsible for recycling every tire they sell in Ontario, yet only 32 per cent know this is the case.

These are the findings of a recently released survey by eTracks Tire Management Systems.

The good news is 81 per cent agree that purchasing recycled products helps to combat climate change.

In order to fund the jobs and services in the tire recycling industry, a small fee of approximately \$4 per tire is added to the consumer's cost when purchasing new car tires. This is generally broken out as a separate fee, but can be included in the price of the new tire.

However, more than half of Ontarians (55 percent) do not know there's a fee. Only one in four (25 percent) of Ontario residents are aware of the fee and its purpose, while another 20 percent know of the fee but do not know what it is for.

When asked to choose between a variety of options as reasons for the fee, nearly half (46 percent) said they believe it is a government tax, and 14 percent presume the funds are collected to pay for landfill fees. Regardless, the majority of residents (78 percent) say they're happy to pay a small fee when purchasing tires if it helps the environment.

Once tires are recycled, they can be made into a variety of different products for both commercial and consumer use. Although 63 percent know that there are many products made from the scrap rubber collected from tires, their knowledge is mixed when asked what those products could be.

While a majority (70 percent) know that scrap tires can be used to make playgrounds and sports fields, fewer are aware that they can also be used for construction materials, athletic mats, asphalt and livestock mats. Surprisingly, only 18 percent know that garden mulch can be made from scrap tires.

Although a majority of respondents (83 percent) agree that recycling old tires into new products helps to combat climate change, and 69 percent believe products made from recycled tires are of high quality, only 28 percent agreed that they have intentionally purchased a product made from recycled tires – a missed opportunity for Ontarians.

More people could help combat climate change if they purchased recycled tire products after recognizing the high standards for recycling and knew more about the kind of products produced using recycled tires.

The survey was conducted between July 31 and Aug 4, 2020, on behalf of eTracks Tire Management System. For this survey, a sample of 1,000 Ontarians aged 18+ was interviewed online. Quotas and weighting were employed to ensure that the sample's composition reflects that of the Ontario population according to census parameters. The poll is accurate to within  $\pm 3.5$  percentage points, 19 times out of 20.

### **Minister issues new direction on Used Tires Program surplus funds**

On April 21, 2020, the Minister of the Environment, Conservation and Parks issued a direction letter to Ontario Tire Stewardship (OTS) requiring surplus funds of the Used Tires Program be returned to stewards following the wind up of OTS. OTS must amend its wind-up plan to address the Minister's direction on surplus funds and submit it to the Authority for approval. It is the Minister's expectation that the amendment be approved by the Authority within 6 weeks of receiving the proposed amendments to the wind-up plan from OTS.

### **Ontario Proposes to Further Reduce Landfill Food Waste**

The Ontario government is seeking public input on its proposal to reduce the amount of food and organic waste going to landfills. Proposed amendments to the Food and Organic Waste Policy Statement would clarify and expand the types of materials that should be collected by municipalities in green bins and encourage innovation in the processing of compostable products.

"Consumers and businesses want to cut down on the amount of waste they create by composting food and other organic materials, but with programs and services varying from community to community, there is a lot of inconsistency and confusion about how to do this," said Jeff Yurek, Minister of the Environment, Conservation and Parks. "Our proposal provides greater clarity and encourages innovative compostable products and packaging, so we can help businesses and the public make better decisions about packaging and food waste in order to keep it out of our landfills."

The Food and Organic Waste Policy Statement provides direction to municipalities, industrial and commercial businesses, and institutions on reducing and diverting food and organic waste.

Proposed changes to the policy statement would:

- Clarify and expand the types of materials that may be collected in municipal green bins and other collection systems, including certain compostable products and packaging such as certified compostable coffee pods.
- Support consumers and businesses in making better decisions about packaging and food waste and spur innovation in the management and processing of compostable products, for example, through technology updates, research, and piloting.
- Reduce waste from going to landfill.

### **Ontario Government delays commencement of O.Reg. 406/19 (New Excess Soil Regulation)**

On June 12, 2020, the Ministry of Environment, Conservation, and Parks (MECP) notified members of the Excess Soil Engagement Group (ESEG) that because of the impact that the COVID-19 outbreak has had on the regulated community, it will delay the implementation of the first phase of requirements under the new Excess Soil Regulation by six months, from July 1, 2020 to January 1, 2021. MECP also amended O. Reg. 153/04 to exempt temporary health or residential facilities, such as temporary hospitals or shelters, from needing a Record of Site Condition (RSC) before being established in response to an emergency. This amendment will remain in place and apply to any future emergencies.

### **Transitional Operating Agreement Amendment**

The Operating Agreement is a key government oversight measure under the Resource Recovery and Circular Economy Act, 2016 which clarifies the role, governance and operations of RPRA.

The proposed amendments to the Operating Agreement will help ensure a transparent and effective oversight regime for producer responsibility in Ontario by:

- increasing ministerial oversight
- increasing industry input
- improving financial transparency
- defining and limiting RPRA's functions
- ensuring data privacy

The proposal will also address necessary administrative changes, which include:

- removing out-of-date and transitional provisions
- adding clarification
- improving operational flexibility

### **New Waste Practitioners Group to Help Improve Approvals Process**

In collaboration with OWMA; Municipal Engineers Association (MEA); Ontario Association of Sewage Industry Services (OASIS); Ontario Environment Industry Association (ONEIA); Canadian Biogas Association (CBA); as well as other external stakeholders, including municipalities, consultants, and waste sector proponents, the Ministry of the Environment, Conservation and Parks (MECP) is establishing a Waste Practitioner's Group (WPG) to create a forum for discussions on waste permissions.

### **Bill 197 (Landfill Approvals)**

In 2020, the provincial government made it virtually impossible to build new landfills in Ontario with new approval requirements under Bill 197, The COVID-19 Economic Recovery Act. OWMA immediately denounced these changes and asked the government to eliminate the requirement for approval from adjacent municipalities, which infringes on municipal autonomy, increases waste, in October, forty-five municipalities representing over two million Ontarians have asked the Ontario government to amend Bill 197 and eliminate the development approval requirement provisions from adjacent municipalities. Former OWMA CEO Rob Cook has led outreach efforts to municipal councils, and OWMA has made lobbying the Ontario government for amendments to Bill 197 one of its strategic priorities for 2021.

### New Analysis Shows Canada And U.S. Plastics Export Deal Violates Basel Convention

A new legal analysis published by the Center for International Environmental Law highlights major inconsistencies between Canada's legal obligations under the Basel Convention and an agreement the Canadian government has signed with the U.S.

The agreement allows plastic waste trade to continue without the transparency and accountability Canada agreed to under the Basel Convention — a global treaty that aims to protect human health and the environment from hazardous wastes.



Recent amendments to the Basel Convention allow exports of clean, sorted, uncontaminated and unmixed plastic waste without prior notification or consent requirements. Enhanced controls are required for other plastic waste exports. But because the U.S. has never ratified the Basel Convention and does not regulate plastic waste exports, environmental groups are concerned that contaminated Canadian waste exported to the U.S. could be shipped to other countries without environmental controls — the type of scenario Basel is designed to prevent.

Environmental groups are also calling on the government to implement the proposed ban on non-essential single-use plastic items by end of year, as promised, and to move ahead with further measures to address plastic pollution in Canada.

To bring Canada into compliance with its legal obligations under the Basel Convention and reduce plastic waste pollution, environmental groups are calling on the government to:

1. Amend its arrangement with the United States to specify that it exclusively applies to non-hazardous plastic waste as specified under Annex IX of the Basel Convention.
2. Ratify the Basel Ban amendment, to ensure that absolutely no plastic waste from Canada is exported to non-OECD countries.
3. Confirm listing of "manufactured plastics" on Schedule 1 of CEPA, as the government proposed in October 2020, to enable regulatory action, and ban non-essential single-use plastics.
4. Expand the proposed "integrated management approach to plastic products" to address plastic waste trade:
  - a. Restrict the export of plastic waste categorized under Annex II of the Basel Convention for recycling or recovery purposes.
  - b. Subject all exports of plastic waste categorized under Annex II of the Basel Convention to the procedure of prior informed consent.

## Property, Plant and Equipment

As of December 31, 2020, the Association owned two facilities totalling approximately 90,000 ft<sup>2</sup> and its associated parcels of real estate property used in its operations. The Association owns its corporate headquarters, which also serves as the Material Recovery Facility in Huron Park, Ontario. The second facility is the Association's main repair shop for the fleet, which is located next door to our Material Recovery Facility.

As of December 31, 2020, the Association utilized approximately 43 waste collection vehicles and other support vehicles, all of which are owned. The majority of our vehicles are highly specialized automated co-collection vehicles to collect waste and recyclables at the same time.

The Association upgraded its Material Recovery Facility in 2009. It was the most advanced facility in the marketplace at the time and it remains so in our service area. It is a unique facility maximizing the use of technology to minimize manual sorting effectively reducing repetitive strain injuries.

The Material Recovery Facility is able to process single stream materials, which enables us to facilitate changes in our collection procedure and technology used to collect materials. The collection conversion began in 2008 with one vehicle. All of the fleet has been replaced with the most recent type of automated vehicles.

## Employees



As of December 31, 2020, the Association employed approximately 83 full-time employees, including 7 persons classified as professionals or managers, 36 employees involved in collection, 32 in the material recovery operations, 6 maintenance staff, and 2 clerical, data processing or other administrative employees.

The Teamsters union with which the

Association has a collective bargaining agreement that expired December 1, 2020 represents approximately 73 employees at the Association's operating facilities. The Association typically negotiates a three to four year collective bargaining agreement in the last year of any current agreement. The Association is not aware of any other organizational efforts among its employees and believes that relations with its employees are very good.



## Operations

As of December 31, 2020, the Association served approximately 92,000 customers, comprised of 87,000 residential clients and 5,000 commercial clients. The following table sets forth certain information regarding the Association's revenues by category of activity for the last three years.

Bluewater Recycling Association Revenue Summary

	2020	2019	2018
Residential Collection	\$10,526,459	\$9,588,868	\$9,130,272
Material Sales	1,564,711	1,347,877	1,786,589
Processing & Disposal	997,757	739,249	470,293
Commercial Collection	1,556,528	1,448,002	1,243,714
Other	160,386	87,104	96,405
TOTAL	\$14,805,841	\$13,211,100	\$12,727,273

### Residential Collection Services

The Association's long-term solid waste collection contracts with municipalities typically contain a formula, generally based on a pre-determined published price index, for automatic adjustment to fees to cover increases in some, but not all, operating costs plus a pass-through of any disposal cost increases. Under the terms of each of these agreements, the Association has exclusive rights to provide certain services to the community. Most of these agreements were bid on a competitive basis, and rates for all services are set forth in the agreement.

Fees for recycling collection services are based primarily on a joint cooperative agreement reviewed annually while fees for residential solid waste collection services are based primarily on route density, the frequency and level of service, the distance to the disposal or processing facility, the cost of disposal or processing and prices charged in the Association's markets for similar services.



### Processing and Disposal

The Association offers municipal, commercial and industrial customers services for a variety of recyclable materials, including newspaper, mixed paper, cardboard, office paper, plastic containers, glass bottles, and ferrous and aluminum metals. The Association owns and operates a Material Recovery Facility (MRF) in Huron Park, Ontario. The Association believes that recycling will continue to be an important component of local solid waste management plans due to the public's increasing environmental awareness and regulations that mandate or encourage recycling.

The Association disposes of the waste it collects in one of two ways:

- at municipally owned landfills; or
- at privately owned third party landfills.

The Association seeks to secure favourable long-term disposal arrangements with municipalities or private owners of landfills. The Association's ability to maintain competitive prices for its commercial waste collection services is generally dependent upon its ability to secure favourable disposal pricing.

### Commercial Collection

The Association's commercial collection services are performed principally under service agreements. Fees are determined by a variety of factors, including collection frequency, level of service, route density, the type, volume and weight of the waste collected, type of equipment and containers furnished, the distance to the disposal or processing facility, the cost of disposal or processing and prices charged by competitors for similar services. Commercial collection vehicles normally require one operator. The Association provides 2 to 40 cubic yard containers to commercial customers. This area, while secondary to the Association's mandate, remains the fastest growing segment of our business because of the lack of serious competition in the immediate area.

### Commodity Sales

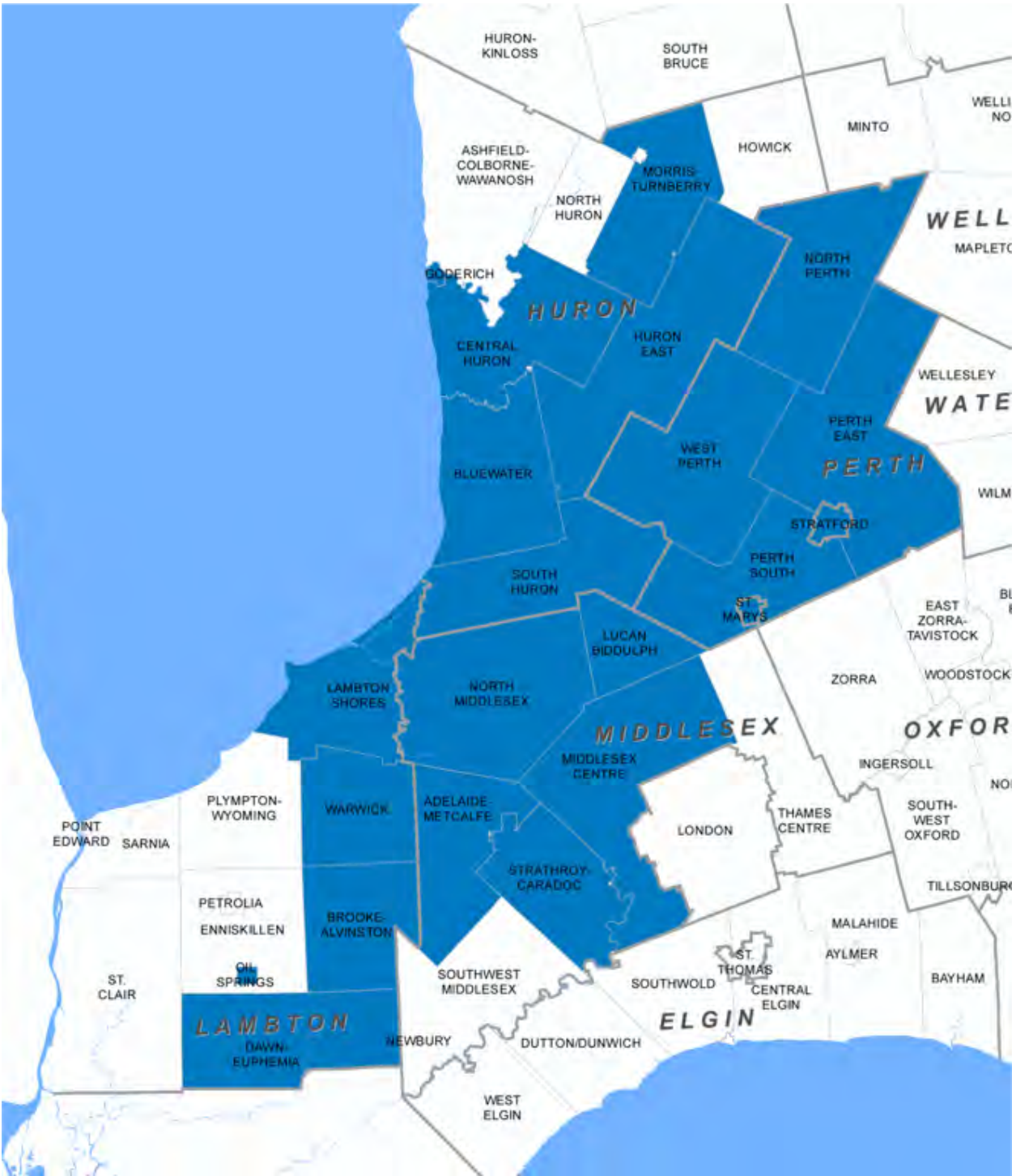
The Association sells all materials recovered through its operation of the Material Recovery Facility in Huron Park. The sale of those materials is subject to fluctuations in market prices affected by current global events and by the volume of materials that flows through the facility from our own collection operations and that of other collectors. The market prices during 2020 averaged \$82 per tonne, the lowest since 2009, which was lower than the previous year at \$90 per tonne as a result of excess global supply until the pandemic corrected that.

### Sales and Marketing

The Association has a diverse customer base, with no single contract or customer accounting for more than 10% of revenues during the year ended December 31, 2020.



Service Area



## Auditor's Report

### To the Members of the Bluewater Recycling Association

#### Opinion

We have audited the financial statements of Bluewater Recycling Association, which comprise the balance sheet as at December 31, 2020, and the statements of fund operations, changes in fund balances and cash flow for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at December 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for private enterprises.

#### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Company in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for private enterprises, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process.

**Auditors' Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Exeter, Ontario

PTMG LLP

March 18, 2021

Chartered Professional Accountants Licensed Public Accountants

## Statement of Financial Position

Year ended December 31	Operating Fund	Capital Asset Fund	Capital Reserve Fund	Total 2020	Total 2019
<b>ASSETS</b>					
Current Assets					
Cash	\$ 1,304,631	\$ 19,843	\$ -	\$ 1,324,474	\$ 262,551
Accounts Receivable (Note 2)	1,223,560	-	-	1,223,560	1,165,571
Inventory (Note 3)	208,284	-	-	208,284	164,303
Prepaid expenses & deposits	98,119	-	-	98,119	243,286
	<u>2,834,594</u>	<u>19,843</u>	<u>-</u>	<u>2,854,437</u>	<u>1,835,711</u>
Capital Assets (Note 4)	-	11,030,016	-	11,030,016	11,016,518
	<b>\$ 2,834,594</b>	<b>\$ 11,049,859</b>	<b>\$ -</b>	<b>\$ 13,884,453</b>	<b>\$ 12,852,229</b>
<b>LIABILITIES</b>					
Current Liabilities					
Accounts Payable and accrued charges (Note 5)	\$ 935,984	\$ -	\$ -	\$ 935,984	\$ 898,021
Interfund loans (advances)	1,898,610	-	(1,898,610)	-	-
Current portion of long term debt (Note 6)	-	3,227,725	-	3,227,725	2,941,035
	<u>2,834,594</u>	<u>3,227,725</u>	<u>(1,898,610)</u>	<u>4,163,709</u>	<u>3,839,056</u>
Long Term Debt (Note 6)	-	1,984,108	-	1,984,108	2,057,736
	<u>2,834,594</u>	<u>5,211,833</u>	<u>(1,898,610)</u>	<u>6,147,817</u>	<u>5,896,792</u>
Commitments (Note 7)					
<b>FUND BALANCES</b>					
Invested in capital assets	\$ -	\$ 5,838,026	\$ -	\$ 5,838,026	\$ 6,025,886
Internally restricted	-	-	1,898,610	1,898,610	929,551
	<u>-</u>	<u>5,838,026</u>	<u>1,898,610</u>	<u>7,736,636</u>	<u>6,955,437</u>
	<b>\$ 2,834,594</b>	<b>\$ 11,049,859</b>	<b>\$ -</b>	<b>\$ 13,884,453</b>	<b>\$ 12,852,229</b>
On Behalf of the Board:	Chairman		President		
See accompanying notes to the financial statements.					

## Statement of Fund Operations and Changes in Fund Balances

Year ended December 31	Operating Fund		Capital Asset 2020	Restricted Funds		Total 2020	Total 2019
	2020	2019		Capital Reserve 2020			
<b>Revenue</b>							
Municipal services	\$ 7,984,048	\$ 7,173,237	\$ -	\$ -	\$ -	\$ -	\$ -
Commodity sales	1,564,711	1,347,877	-	-	-	-	-
Operating grants	2,542,411	2,415,631	-	-	-	-	-
Commerical operations	1,556,528	1,448,002	-	-	-	-	-
Other Income	1,158,143	826,353	-	-	-	-	-
	<b>14,805,841</b>	<b>13,211,100</b>	-	-	-	-	-
<b>Expenses</b>							
Cost of Sales - recyclables & freight	408,772	352,790	-	-	-	-	-
Disposal fees	1,468,709	1,454,205	-	-	-	-	-
Administrative expenses (Schedule)	972,129	917,351	-	-	-	-	-
Collection expenses (Schedule)	6,084,668	6,249,420	-	-	-	-	-
Processing expenses (Schedule)	2,611,819	2,646,827	-	-	-	-	-
Interest on long term debt	-	-	201,673	-	201,673	200,676	
Amortization of capital assets	-	-	2,342,173	-	2,342,173	2,296,005	
Loss (Gain) on disposal of capital asset	-	-	(65,301)	-	(65,301)	(244,828)	
	<b>11,546,097</b>	<b>11,620,593</b>	<b>2,478,545</b>	-	<b>2,478,545</b>	<b>2,251,853</b>	
Excess (Deficiency) of Revenue Over Expen	<b>3,259,744</b>	<b>1,590,507</b>	<b>(2,478,545)</b>	-	<b>(2,478,545)</b>	<b>(2,251,853)</b>	
Fund Balance, Beginning of Year	-	-	6,025,886	929,551	6,955,437	7,616,783	
Interfund transfers	(3,259,744)	(1,590,507)	2,101,154	969,059	3,070,213	1,590,507	
Fund Balance, End of Year	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,648,495</b>	<b>\$ 1,898,610</b>	<b>\$ 7,547,105</b>	<b>\$ 6,955,437</b>	

See accompanying notes to the financial statements

## Statement of Cash Flow

Year ended December 31	2020	2019
Cash Provided by (Used in)		
<b>Operations</b>		
Excess (Deficiency) of revenue over expenses		
Operating Fund	\$3,259,744	\$ 1,590,507
Capital Asset Fund	(2,478,545)	(2,251,853)
	781,199	(661,346)
Items not involving a cash payment		
Amortization	2,342,173	2,296,004
Loss (Gain) on disposal of capital assets	(65,301)	(244,828)
	3,058,071	1,389,830
Changes in non-cash working capital items:		
Decrease (Increase) in accounts receivable	(57,989)	56,196
Increase in inventory and prepaid expenses	101,186	29,938
Increase in accounts payable and accrued charges	37,963	20,546
	3,139,231	1,496,510
<b>Financing</b>		
Additional long term debt	2,055,881	2,028,400
Repayment of long term debt	(1,842,820)	(1,897,615)
	213,061	130,785
<b>Investing</b>		
Purchase of capital assets (Note 3)	(2,456,369)	(2,613,739)
Proceeds on disposal of capital assets	166,000	467,526
	(2,290,369)	(2,146,213)
Net Increase (Decrease) in cash	1,061,923	(518,918)
Cash, Beginning of Year	262,551	781,469
Cash, End of Year	<b>\$1,324,474</b>	<b>\$ 262,551</b>
See accompanying notes to the financial statements		

## Notes to the Financial Statements (December 31, 2020)

### 1. Significant Accounting Policies

#### Purpose of The Organization

The Bluewater Recycling Association is a multi-municipal resource management organization providing integrated waste reduction and environmental services including the collection, processing and marketing of resource based products and services.

The corporation is a non-profit organization incorporated without share capital under the Laws of Ontario and is exempt from income taxes.

#### Accounting Estimates

Financial statements are based on representations that often require estimates to be made in anticipation of future transactions and events and include measurements that may, by their nature, be approximations.

#### Fund Accounting

The organization follows the restricted fund method of accounting for contributions.

The Operating Fund accounts for the organization's program delivery and administrative costs. This fund reports unrestricted resources and restricted operating grants.

The Capital Asset Fund reports the assets, liabilities, revenues and expenses related to the organization's capital assets.

The Capital Reserve Fund reports the assets, liabilities, revenues and expenses related to the organization's capital asset replacements. The annual Operating Fund surplus or deficit is transferred to this fund. Amounts are transferred from this fund to the Capital Asset Fund as funds are required to purchase capital assets.

#### Revenue Recognition

Restricted contributions related to general operations are recognized as revenue of the Operating Fund in the year in which the related expenses are incurred. All other restricted contributions are recognized as revenue during the course of the year as the budgeted amounts are invoiced. Revenue from recyclable products is recognized when the commodities are shipped. Revenue from services is recognized as the related services are performed. Operating grant revenue from the Resource Productivity and Recovery Authority (an Ontario non-crown corporation) is recognized in the period the organization becomes entitled to receive the grant.

#### Inventory

Inventory is comprised of recyclable materials and collection supplies. Recyclable materials are stated at their net realizable value. Collection supplies are stated at the lower of cost and replacement value. Cost is determined on a first in, first out basis.

#### Capital Assets and Amortization:

Capital assets are capitalized for financial statement purposes in the year of acquisition. The cost of repairs and maintenance of a routine nature are charged to operations while those expenditures that improve or extend the useful life of the assets are capitalized.

The corporation provides for amortization on its capital assets using the straight-line method at rates set out below, based upon management's estimates of the useful life of the respective assets.

Buildings	5%
Collection Supplies	10% - 20%
Office furniture and equipment	10% - 30%
Processing machinery and equipment	10% and 20%
Automotive equipment	10% and 30%

### Foreign Currency Transactions

Transactions which are completed in United States dollars are translated into Canadian dollars by the use of the exchange rate in effect the day of the transaction. At the balance sheet date, monetary items denominated in foreign currency are adjusted to reflect the exchange rate in effect at that date.

## 2. Accounts Receivable

	2020	2019
Accounts Receivable	\$ 1,182,292	\$ 1,085,830
HST Receivable	41,268	79,741
	<b>\$ 1,223,560</b>	<b>\$ 1,165,571</b>

## 3. Inventory

	2020	2019
Recyclable Inventory	\$ 43,686	\$ 45,660
Collection Supplies	164,598	118,643
	<b>\$ 208,284</b>	<b>\$ 164,303</b>

## 4. Capital Assets

		2020		2019
Capital assets are classified as follows	Cost	Accumulated Depreciation	Net Book Value	Net Book Value
Land	\$ 124,830	\$ -	\$ 124,830	\$ 124,830
Buildings	2,511,070	1,406,435	1,104,635	1,066,412
Collection Supplies	7,984,201	5,003,674	2,980,527	2,398,770
Office Furniture and Equipment	166,983	154,572	12,411	17,580
Processing machinery and Equipment	7,538,941	5,545,613	1,993,328	2,390,918
Automotive Equipment	14,721,062	9,906,777	4,814,285	5,018,008
	<b>\$ 33,047,087</b>	<b>\$ 22,017,071</b>	<b>\$ 11,030,016</b>	<b>\$ 11,016,518</b>

Purchase of capital assets:	2020	2019
Land and Buildings	\$ 155,163	\$ 77,229
Collection supplies	1,249,456	222,381
Office furniture and equipment	20,185	12,290
Processing machinery and equipment	47,691	799,630
Automotive equipment	983,874	1,502,209
	<b>\$ 2,456,369</b>	<b>\$ 2,613,739</b>

## 5. Accounts Payable

	2020	2019
Accounts Payable	\$ 890,549	\$ 787,258
Government remittances payable	45,435	110,757
	<b>\$ 935,984</b>	<b>\$ 898,015</b>



## 6. Long Term Debt

Rate	Instalments	Due Date	2020	2019
Prime	\$ 7,932		\$ 904,326	\$ -
Prime	9,565	July 2027	746,087	860,870
4.25%	9,026	January 2025	405,379	-
4.25%	8,646	January 2025	388,321	-
4.10%	8,249	June 2024	322,280	406,265
4.10%	8,249	June 2024	322,279	406,265
4.15%	7,491	October 2024	318,075	452,004
3.90%	3,004	June 2024	303,438	339,490
Prime	4,167	August 2026	283,334	333,334
3.99%	14,403	April 2022	224,057	384,460
3.99%	7,875	April 2023	210,282	294,531
4.29%	7,024	July 2023	199,533	273,594
Prime	9,621	May 2022	163,555	279,006
Prime	1,631	January 2025	78,272	29,832
4.55%	2,331	October 2023	74,052	98,345
3.85%	1,390	August 2024	61,138	77,812
Prime	4,166	November 2021	45,833	95,833
Prime	3,916	November 2021	43,083	90,083
Prime	7,250	May 2021	36,250	123,250
Prime	2,306	April 2022	34,583	62,250
3.98%	2,835	August 2021	22,342	54,765
Prime	6,833	February 2021	13,667	95,667
Prime	5,833	February 2021	11,667	81,667
Prime	10,250	July 2020	-	61,500
5.05%	11,608	April 2020	-	46,041
5.09%	8,590	March 2020	-	25,673
Prime	5,833	February 2020	-	11,667
Prime	750	October 2020	-	7,500
Prime	883	September 2020	-	7,067
			<b>5,211,833</b>	<b>4,998,771</b>
Less amounts due within one year			<b>3,227,725</b>	<b>2,941,035</b>
			<b>\$ 1,984,108</b>	<b>\$ 2,057,736</b>

Long term debt repayments due over the next five years are as follows:

2021	\$ 3,227,725
2022	761,485
2023	621,068
2024	583,945
2025	17,610
	<b>\$ 5,211,833</b>

Although there are loans included in the long term debt that are due on demand or come due within the next fiscal year, management does not believe that the demand features of the loans will be exercised; the scheduled principal repayments on the long term debt for the next five years and thereafter are as follows:

2021	\$	1,436,312
2022		1,092,131
2023		896,694
2024		700,293
2025		329,278
2026 and future years		757,125
	\$	<b>5,211,833</b>

The bank loans are secured by a general security agreement covering all of the Association's assets, chattel mortgages over equipment financed and a first charge collateral mortgage of \$1,000,000 on real estate. The Association has an authorized operating loan line bearing interest at the bank's prime rate with a credit limit of \$200,000, an approved re-advanceable capital expenditure credit facility for equipment purchases of up to \$4,500,000 of which \$3,033,574 has not been used at December 31, 2020.

The bank has provided the Association with a \$170,000 letter of credit in favour of municipalities in lieu of performance binds and a \$750,000 settlement risk product to facilitate the utilization of wire or electronic funds transfers.

## 7. Commitments

Prior to December 31, 2020, the Association entered into an agreement with RBC to lease robots for sorting recycled materials from Machinex Recycling Services Inc. The total lease liability will be \$1,998,116 and the robots will be delivered in 2021.

## 8. Pension Agreements

The Association participates in the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer plan, on behalf of its employees. The plan is a contributory defined benefit plan, which specifies the amount of the retirement benefit to be received by employees based on length of service and rates of pay.

The amount contributed to OMERS for 2020 was \$331,624 (2019 - \$330,681) for current service. These payments are included as expenditure in the financial statements. OMERS sets the pension contribution rate annually to ensure that the plan remains fully funded. The pension contribution rate for 2020 was 9.0% of regular wages.

## 9. Financial Instruments

The company has interest rate risk due to having bank loans subject to floating interest rates and is exposed to fluctuations based on the bank's prime rate of interest. It is management's opinion that the Association is not exposed to significant currency or credit risks.

## 10. Comparative Figures

The presentation of certain amounts on the financial statements for the previous year have been changed where necessary to conform with the financial statement presentation adopted for 2020. The net operating results for the previous year are not affected by the reclassification.

## 2020 Management

### Board of Directors

*Chairman* Brad Richards, *Strathroy Caradoc*

*Vice-Chairman* Jim Craigmile, *St. Marys*

#### Huron

Alwyn Vanden Berg, *Bluewater*

George Finch, *South Huron*

#### Lambton

Dan Sageman, *Lambton Shores*

Jackie Rombouts, *Warwick*

#### Middlesex

Dave Manders, *Lucan Biddulph*

Brad Richards, *Strathroy Caradoc*

#### Perth

Allan Rothwell, *North Perth*

Jim Craigmile, *St. Marys*

### Management

*President* Francis Veilleux, *since inception*

*Controller* Michelle Courtney, *since December 2016*

*Fleet Manager* Adam Hebden, *since September 2018*

*Operations Manager* Terry Erb, *since February 2001*



## Membership

### Huron County

Municipality of Bluewater  
Municipality of Central Huron  
Municipality of Huron East  
Municipality of South Huron  
Town of Goderich  
Township of Morris-Turnberry (Associate)

### Lambton County

Municipality of Lambton Shores  
Township of Brooke Alvington  
Township of Dawn-Euphemia  
Township of Warwick  
Village of Oil Springs

### Middlesex County

Municipality of Middlesex Centre  
Municipality of North Middlesex  
Township of Adelaide Metcalfe  
Township of Lucan-Biddulph  
Township of Strathroy-Caradoc

### Perth County

City of Stratford (Associate)  
Municipality of North Perth  
Municipality of West Perth  
Town of St. Marys  
Township of Perth East (Associate)  
Township of Perth South

The Association also services other communities under contracts and/or through subcontractors.

Associate Members have no voting rights.



## Corporate Directory

### Head Office

Bluewater Recycling Association  
P.O. Box 547  
415 Canada Avenue  
Huron Park ON N0M 1Y0

### Solicitors

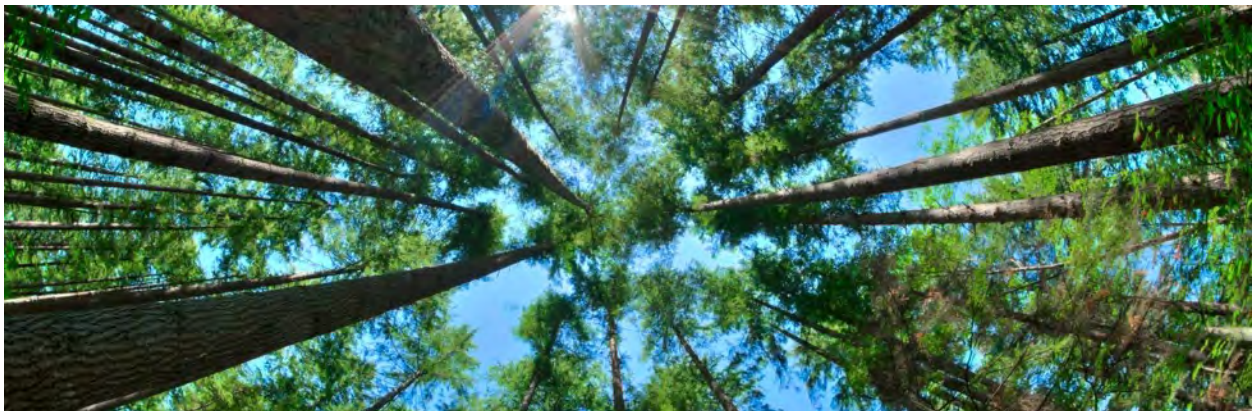
McKenzie Lake  
Barristers & Solicitors  
140 Fullarton Street, Suite 1800  
London ON N6A 5P2

### Auditors

PTMG LLP  
Chartered Accountants  
71 Main Street, North  
Exeter ON N0M 1S3

### Financial Institution

Bank of Montreal  
400 Main Street  
Exeter ON N0M 1S3



**Board of Directors Meeting Highlights  
Held on April 15, 2021 at 8:30 AM  
as a Virtual Meeting**



### **Proposed Producer Responsibility Regulation For Hazardous And Special Products (HSP)**

The Association does not support the government's proposed HSP regulation as currently drafted. The proposed regulation fails to establish an EPR regulatory framework that recognizes the significant environmental and human health & safety risk associated with hazardous waste and a regulatory framework that will support increased waste diversion.

The proposed regulation will result in a reduction from current MHSW program performance in both the number of products and the volume of hazardous and special wastes managed. The opportunity to expand the management of HSP materials and increase diversion volumes under the new regulation has been rejected in the draft regulation.

The Association has recommended that the regulation be amended to establish aggressive collection and management targets, address materials that are required to be managed under the requirements of Regulation 347 and would not be managed through the collection network requirements of the regulation, and include rigorous requirements for transparent and accountable reporting and auditing.

### **Amendments to the Operating Agreement Between the Minister and RPRA**

Accountability and transparency must be upheld in the province's administrative authorities. However, independent enforcement authority, such as that provided by the Resource Productivity & Recovery Authority (RPRA), is also a necessary pillar to ensure business competitiveness and investment confidence. RPRA's activities to-date have shown it to be an effective regulator that is providing value to industry, consumers and municipalities who participate in regulated recycling programs. The Association is concerned that some of the proposed amendments may hinder RPRA's ability to independently fulfill its functions and mandate.

### **COVID-19 Vaccinations for Frontline Waste Workers Anticipated for 2nd-Half of June**

The second group of essential occupations who cannot work from home will be invited to make appointments for shots in the second half of June. This includes waste management workers, staff at Service Ontario outlets and passport offices, and workers in manufacturing industries related to COVID-19 products and oil, natural gas and propane workers and miners.

When the eligibility period arrives, information on how to book an appointment for a vaccination will be available at: <https://covid-19.ontario.ca/book-vaccine/>

People in occupations deemed essential will have to sign forms attesting to their jobs and bring proof of employment to the vaccination site, such as an identification card from work, a letter from their employer or any kind of professional ID or registration card.

### Ministry of Environment Reviewing Tires and Batteries EPR Regulations

The Ministry of the Environment, Conservation & Parks is seeking input on potential amendments to the Tires and Batteries Regulations. Overall, the Association fundamentally disagrees with the ministry's proposed approach of modelling the Tires regulation after the Batteries and EEE regulations by reducing or removing requirements for producers and service providers. In the case of materials such as tires and batteries, the regulatory requirements for the collection, management, reporting and auditing to ensure proper waste diversion of these materials – which pose a health and environmental risk if improperly disposed of – should not be viewed as an administrative burden, or “red tape”. These requirements enable producers to have full operational and financial responsibility for tire and battery recovery in Ontario, while ensuring ongoing waste diversion and investment in the end-of-life management of these materials.

### UK Plastic Plant Is 'World-First' Commercial-Scale Chemical Recycler

A new facility being built in the UK is said to be the world's first commercial-scale chemical plant for converting all types of plastic waste into oil and gas for use in new plastic products.

Construction has started on Mura Technology's operation on Teesside in the north-east of England and it is due to be operational in 2022 and capable of processing 80 000 tonnes of plastic waste per year. It anticipates a rapid global rollout that will see one million tonnes of capacity in development worldwide by 2025. Sites are planned in Germany, the US and Asia.

The company's patented Hydrothermal Plastic Recycling Solution (HydroPRS), using Cat-HTR technology developed and owned by Licella Holdings, breaks down plastic using supercritical steam (water at elevated pressure and temperature). The steam cuts longer-chain hydrocarbon bonds in the plastics to produce the chemicals and oils from which the material was originally made.

The process is claimed to deliver 80-100% more value than energy from waste treatment of plastic waste with nearly half the CO2 remissions. Cat-HTR produces a yield of around 85% oil and 15% gas – which can power the reactor. Mura believes new products may be suitable for use in food-contact packaging.

Ceo Steve Mahon says: 'HydroPRS represents a win-win for the environment, economy and society. We need to act now and that's why we're taking a global-first approach – to scale fast and meet the challenge head on. We're working with global partners to deploy our unique HydroPRS process where it's needed, today, to create a sustainable future and eliminate plastic pollution.'

### Apple Patent Describes Recycled-Content Aluminum It Used

A patent applied for by electronics maker Apple shows it used recycled-content aluminum made with used beverage cans (UBCs) layered with another aluminum alloy to create the all-aluminum cladding it offers for some of its MacBook laptop computers.

One of the two patents focuses on a heat-treating process, according to PatentlyApple, while the other is titled “Cosmetic Aluminum Alloys made from Recycled Aluminum Scrap.”

That second patent indicates UBC-content can sheet was used as a substrate in the MacBook cladding. The substrate was then layered over with a custom-designed alloy consisting of aluminum and several other metals.

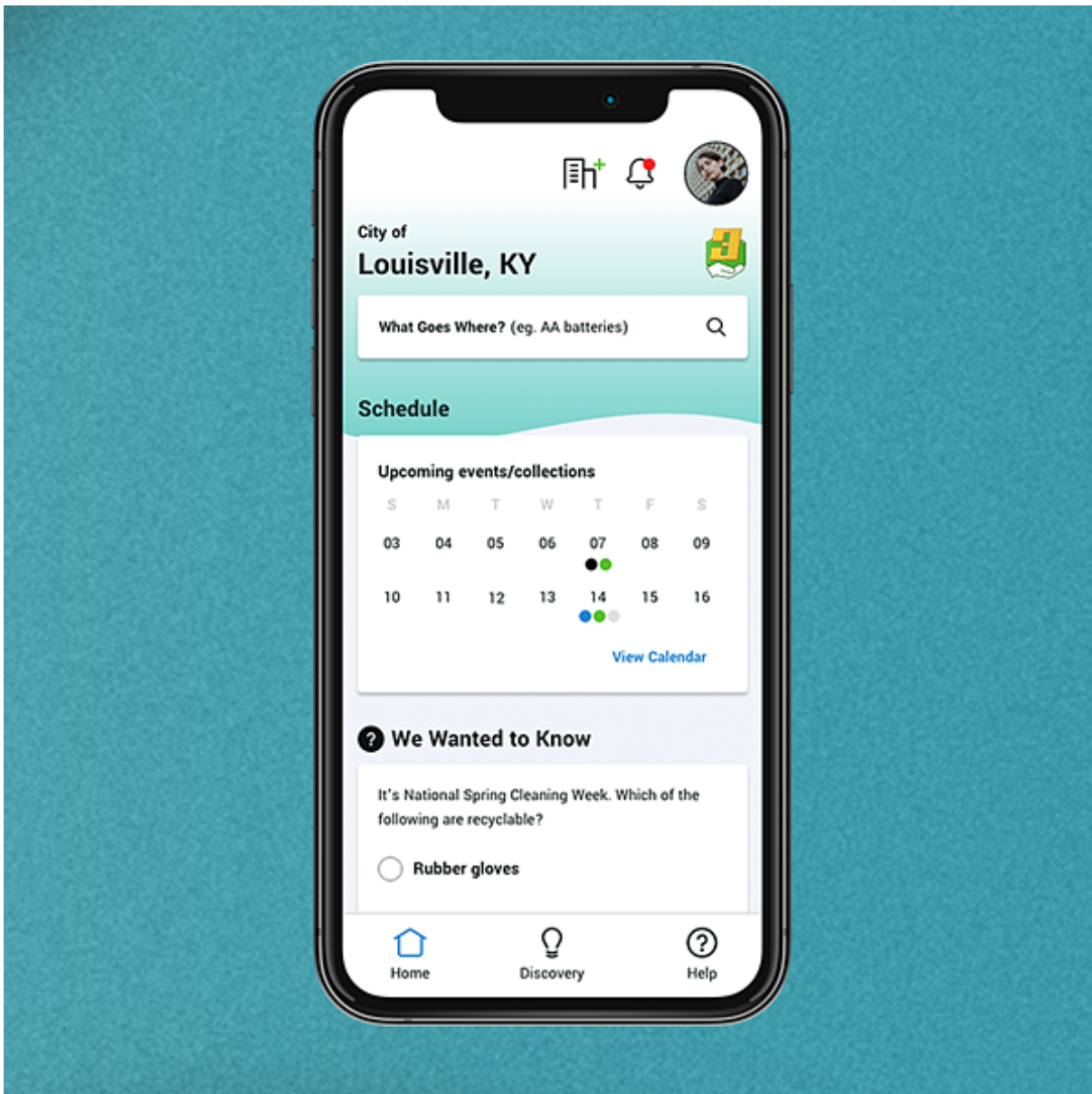
According to writer Jack Purcher, the visible or surface alloy consists of material including aluminum alloys “made from market scrap” plus copper, manganese, chromium, zinc, iron, titanium, silicon, magnesium and “additional nonaluminum elements.”

## New Mobile App Update

The Recycle Coach app will sport a new look, feel, and features in early April.

Exciting new features include:

- New Design
- We Wanted to Know (WWtK): Weekly poll or quiz questions that gathers information about your residents knowledge and attitudes (to be reported in the Admin Portal as a new report)
- The new WWtK feature is powered by "Smart Betty", our content algorithm that ensures information that your residents receive is consistent with your local "What Goes Where" database
- Gamification is coming: We all want more educated residents. With the launch of the new mobile app, we're prioritizing getting more users and engaging them so they spend more time on recycling education activities



## Truck Driving Jobs Take A Toll On Health

Dale Holman is feeling each of his 45 years as a truck driver. The veteran owner-operator is back on the road after being sidelined for five weeks because of a nagging rotator cuff injury linked to years of work around heavy equipment. A cortisone shot helped him return to work this time. But his wrist still aches from decades of wear caused by vibrating gearshifts. Then there's the back that recently locked up while he was completing paperwork in the bunk.

The years will wear down every body. Truck drivers are no different than anyone else in that regard. But those who work behind the wheel face a long list of job-related health challenges – and they go beyond collisions, slips, trips and falls.

The fact is as clear as the lines on Bill McElligott's face. Photos circulated over the internet highlighted the web of lines carving into the lifelong trucker's cheek and up to his eye. The skin sags as it slumps to the jawline.

That's on the side of his face exposed to the window on the driver's side of the cab – the one that he tended to roll open during decades of deliveries in and around Chicago, Illinois. If you focus attention on the other cheek, the 69-year-old looks years younger, maybe decades younger, thanks to a lower exposure to the UVA rays.

Many other threats to driver health are limited from view, though. The World Health Organization (WHO) officially classified diesel engine exhaust as a carcinogen in 2012. And the American Cancer Society points directly at truck drivers when identifying people with some. It's not all bad news. Driver health is better protected than it was in days gone by. The diesel exhaust is of the highest work-related exposures now scrubbed as it passes through diesel particulate filters, rather than allowing black soot to spew from the stacks. Holman himself points to improvements such as today's spring mattresses in sleepers, the better driver seats, the smoother-running cabs, and many of the other equipment advances that help to prevent physical wear over the years.

But the Canadian Centre for Occupational Health and Safety also highlights many remaining factors that contribute to long-term health problems for truck drivers, such as irregular schedules, long hours, limited access to healthy food on the road, stress, and limited physical activity.

Remember hearing that sitting is the new smoking? Think about the hours that truck drivers spend sitting behind the wheel.

Perhaps we shouldn't be surprised by the health challenges that emerge from such risk factors. A 2010 National Institute for Occupational Safety and Health survey determined that seven in 10 longhaul drivers are obese, which is double the average for typical Americans. That contributes to issues like Type 2 diabetes, sleep apnea, and heart disease.

Solving such challenges is no easy feat. Healthy meal options can be limited at some truck stops. Even when they're available, it takes some added will to opt for a salad rather than a side of fries and gravy. Exercise will help, but Holman says there's always the danger that a truck can be towed if you leave it for a jog. He's half kidding.

As the average age of Canada's truck drivers creeps ever higher, fleets would be well served to support the workplace wellness programs that give employees some of the tools to care for themselves. Ongoing commitments to safe workplace practices will make a difference too.

The long-term health of our industry depends on it.

## Truck Driver Shortage A Worldwide Phenomenon

Fleets are struggling to hire the truck drivers they need despite economic slowdowns associated with Covid-19, and not just in Canada. The IRU — an international supply chain group that counts members such as the Canadian Trucking Alliance and American Trucking Associations — is reporting driver shortages around the world. Some countries are struggling with even bigger shortages than those experienced in Canada.

A recent survey of almost 800 road transportation companies from 23 countries found the truck driver shortage was most severe in Eurasia last year, when 20% of truck driving jobs went unfilled. In contrast, a mere 4% of truck driving jobs went unfilled in China.

The organization also cited recruiting challenges such as an aging workforce, a lack of safe and secure truck parking, and struggles to attract youth and women alike.

Trucking HR Canada data identified 20,000 unfilled truck driving jobs in 2020, and it projects 23,000 vacancies by 2023. Based on about 300,000 truck driving jobs last year, that puts the Canadian vacancy rate at more than 6%.

Europe's truck driver shortage eased somewhat in the face of pandemic-dampened demand, with the IRU reporting that openings plunged from 24% in 2019 to 7% in 2020.

This year, surveyed European companies are forecasting a 17% shortfall, compared to 18% in Mexico, 20% in Turkey, 24% in Russia, and almost 33% in Uzbekistan.

Thirty-eight percent of those who participated in the survey said a lack of trained drivers was the main cause of the shortage. But challenging work conditions made worse by the pandemic, and trouble attracting women and young people to the job, were also identified as barriers.

A mere 2% of the world's truck drivers are women, the IRU reports.

About 3.5% of Canada's truck drivers are women, Trucking HR Canada previously reported. South of the border, the U.S. Department of Labor says that 7.8% of truck drivers are women.

As for youth, the share of truck drivers under 25 reached as low as 5% in Europe and Russia, 6% in Mexico, and 7% in Turkey.

That situation is more acute in Canada. A mere 3.4% of truck drivers here are under the age of 25, while 31% are 55 or older, Trucking HR Canada says.

The average age of the world's truck drivers has now reached 50, and continues to grow older each year, the IRU survey finds. And it adds the "demographic time bomb will only get worse without action to reduce minimum driver age."

"The minimum age for professional drivers is 21 or higher in many places, creating a large gap between leaving school and taking the wheel. Governments should set the minimum age for trained drivers at 18, with training starting from 17, in order to unlock the full potential of the profession as a global job engine," it says.

The IRU is promoting strategies such as lowering the minimum driving age to 18, and investing in safe and secure truck parking areas to fix the current massive global shortfall. It also adds that working conditions will improve when drivers are treated with more respect.

Quebec recently announced that it is continuing a program that allows 18-year-old truck driver trainees with the support of a related internship.

## Supreme Court Backs Federal Carbon Tax

The Supreme Court of Canada has ruled that Canada's national carbon pricing is constitutional, dealing a blow to several provinces that had mounted a challenge against the so-called "carbon tax".

Under the Greenhouse Gas Pollution Pricing Act, provinces and territories had to implement carbon pricing on fuels before Jan. 1, 2019, or adopt prices imposed by the federal government.



(Photo: istock)

Alberta, Ontario and Saskatchewan had argued the Act was unconstitutional. While Alberta's Court of Appeal agreed with that position, Saskatchewan and Ontario courts sided with the federal government.

In a 6-3 decision, the Supreme Court of Canada noted the danger of climate change justifies a coordinated, national approach.

"Climate change is real. It is caused by greenhouse gas emissions resulting from human activities, and it poses a grave threat to humanity's future," Chief Justice Richard Wagner wrote in the majority decision.

The movement of goods accounts for more than 40% of transportation-related GHG emissions in Canada, and freight-hauling trucks account for the fastest-growing share of those emissions, the Pembina Institute reports.

The GHG emissions from trucks doubled between 1990 and 2015, thanks to factors including a growing vehicle pool and more vehicle kilometers traveled, it adds.

The Canadian Trucking Alliance calculates that the nation's truckers will pay \$538 million in carbon pricing this year, rising to \$1.2 billion by 2023, and \$3 billion by 2030.

The federal carbon price that applies to diesel is set to increase \$0.1073 per liter on April 1.

## Purolator Deploys Electric Trucks, Cargo Bikes In Vancouver

Purolator has deployed electric delivery trucks and cargo bikes in Vancouver, claiming to be the first national courier to deploy fully electric delivery vehicles.

The 18-foot delivery trucks are Ford F-59 models electrified by Motiv Power Systems' electric power intelligent chassis.

Purolator says it has seen residential deliveries surge by about 50% since the onset of the pandemic. Its electric trucks will reduce greenhouse gas emissions by 24 metric tons per year, per vehicle.



Purolator aims to produce net-zero emissions by 2050, and plans to roll out more e-bikes, low-speed electric vehicles and 18-foot all-electric delivery trucks to get there.

## First Mack LR Electric Waste Collection Vehicle Begins Service With DSNY

The DSNY Mack LR Electric demonstration model will be based at DSNY's Brooklyn North 1 garage.

Mack Trucks has turned over the keys to its Mack LR Electric demonstration model to New York City Department of Sanitation (DSNY) officials, who will put it through rigorous, real-world trials.

DSNY is the world's largest municipal sanitation department, with roughly 12,000 tons of refuse and recyclables collected each day by more than 6,000 vehicles. Their collection fleet is comprised predominantly of Mack vehicles.



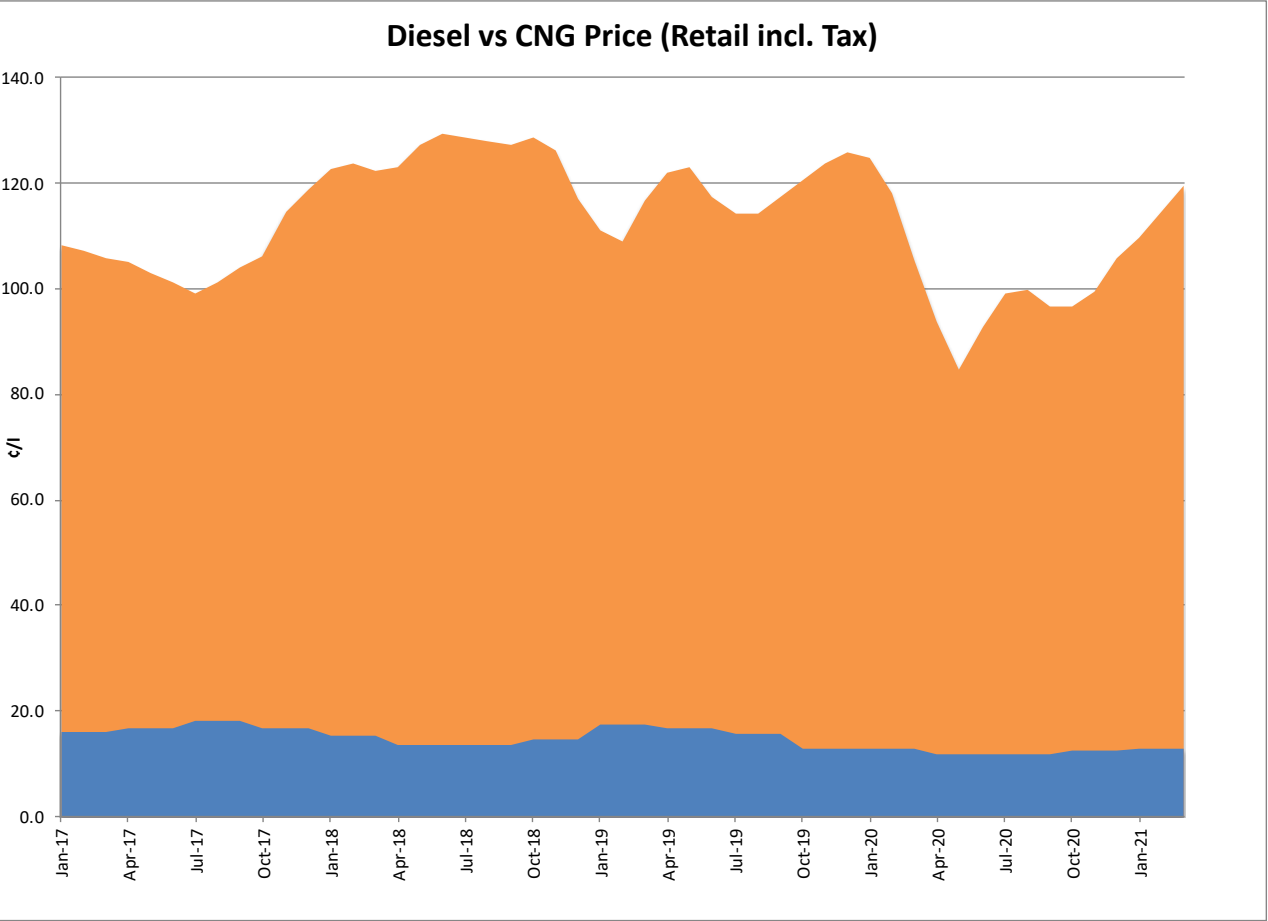
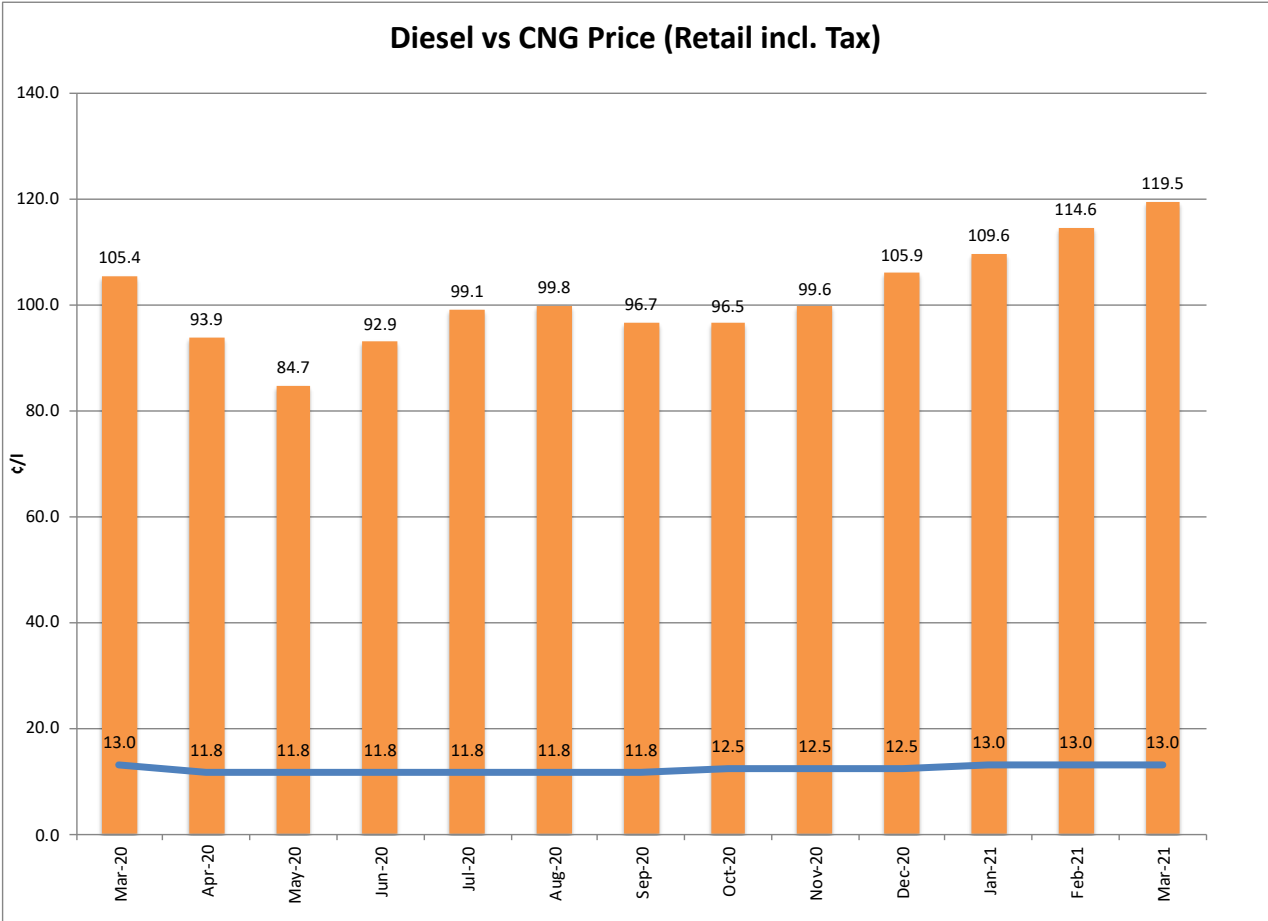
DSNY will base the Mack LR Electric demonstration model at its Brooklyn North 1 garage and conduct an in-service trial on local collection routes, evaluating operating range, payload capacity, regenerative braking and overall functionality of the electric refuse vehicle in their operations.

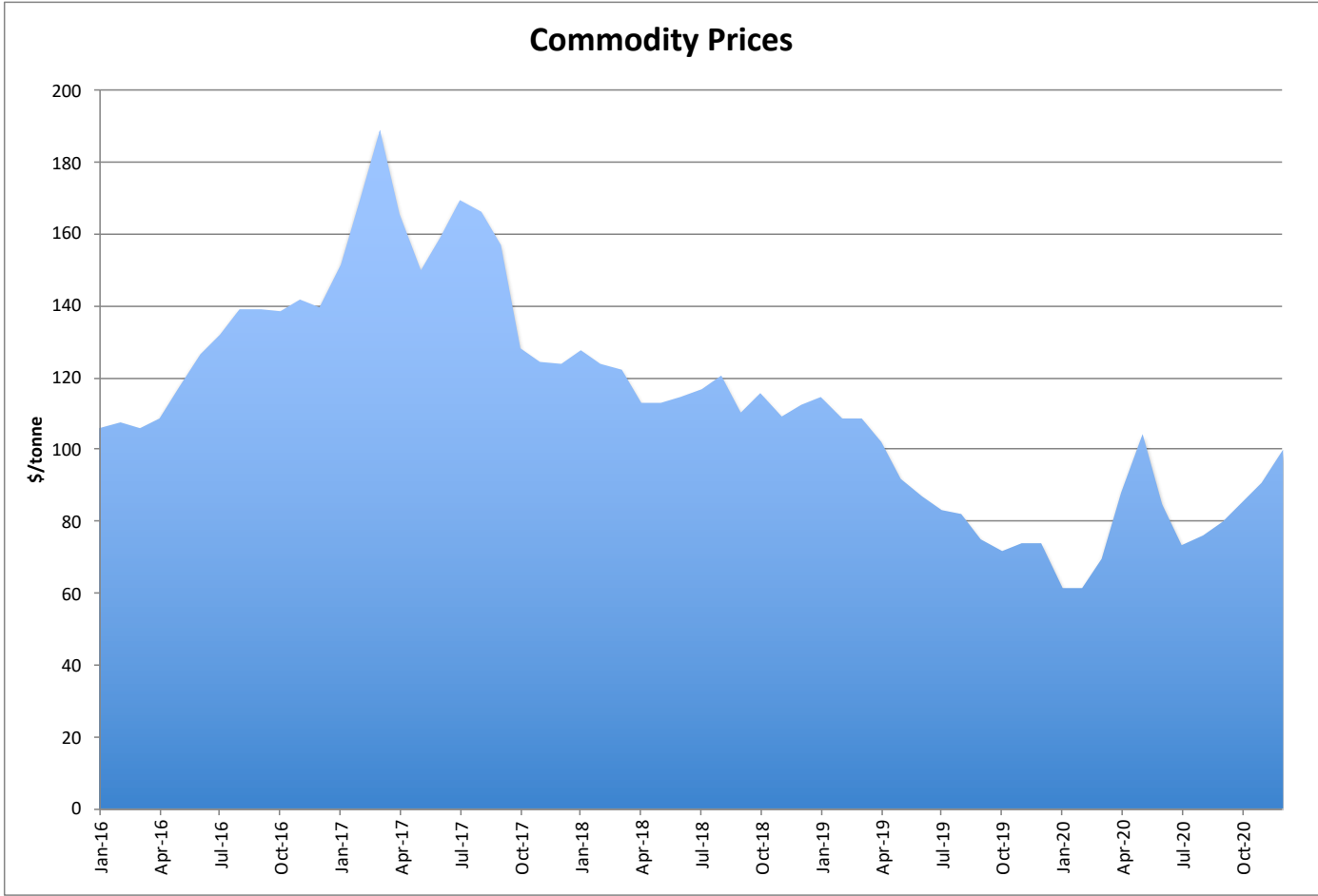
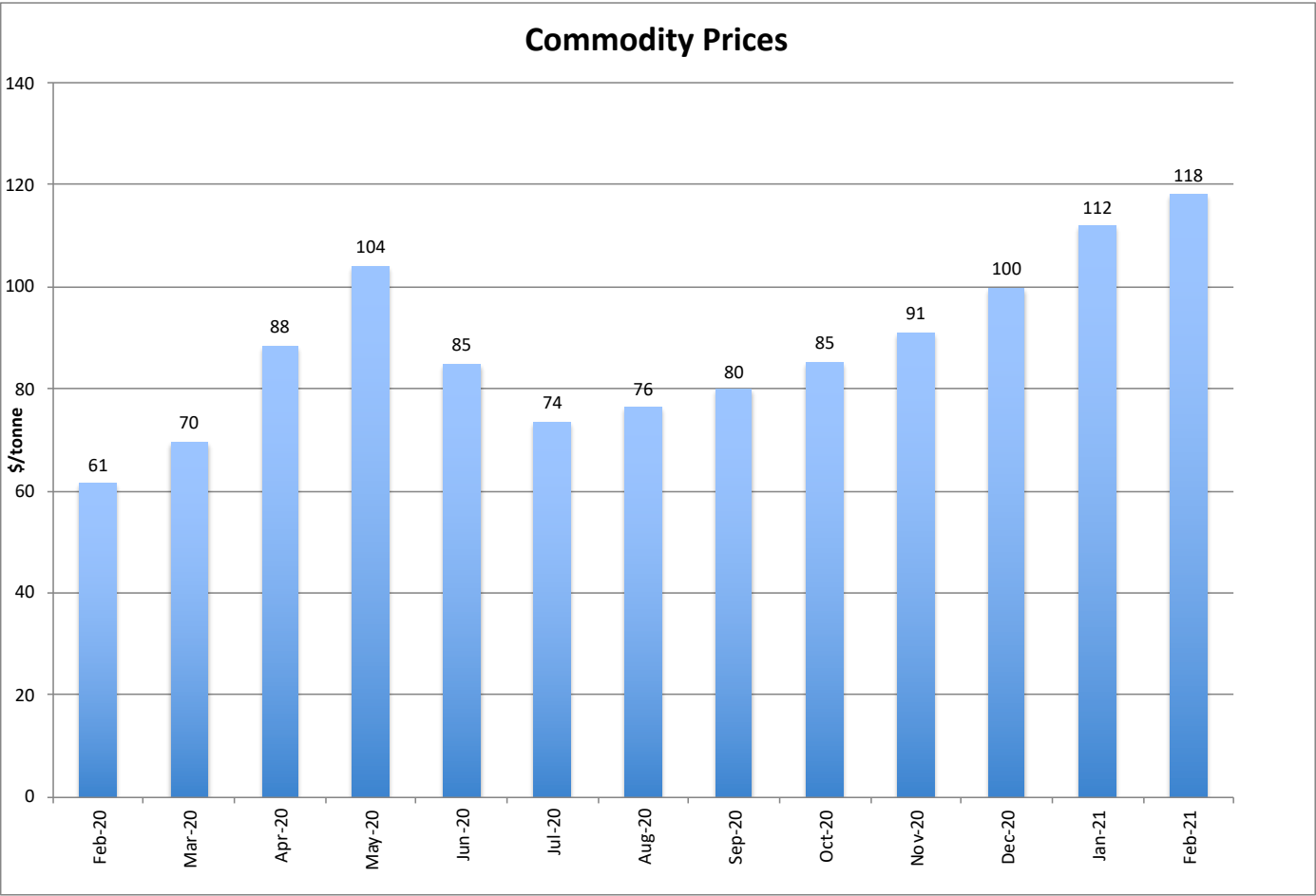
"Electric trucks will be a key component to helping New York City meet its ambitious goal of reducing GHG emissions by 80 percent by the year 2035."

Mack announced earlier this month its plans to commercialize the LR Electric model in 2021, enabling customers to collect refuse in a more environmentally friendly way.

Featuring a copper-colored Bulldog hood ornament to represent the fully electric drivetrain, DSNY's Mack LR Electric demonstrator features two 167-kW motors, offering a combined 536 peak horsepower and 4,051 lb.-ft. of torque available from zero RPM.

The vehicle is equipped with a two-speed Mack Powershift transmission and Mack proprietary S522R 52,000-lb. rear axles. The truck features four NMC lithium-ion batteries (Lithium Nickel Manganese Cobalt Oxide) that are charged via a 150kW, SAE J1772-compliant charging system. All accessories on the Mack LR Electric model, including the hydraulic system for the Heil Durapack 5000 refuse body, are electrically driven through 12V, 24V and 600V circuits.







April 22, 2021

### In This Issue

- Hydro One encourages Ontarians to be prepared for potential flooding this spring.
- PJ Marshall Awards - Call for submissions for 2021.
- AMO 2021 Conference program update.
- AMO webinar on City of Brantford'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!
- Home and auto insurance private offering.
- Energy Reporting Portal now open.
- Incentives still available for energy projects.
- Energy workshops train communities to work better!
- Happy Birthday to Earth Day!
- Group Buying webinar: Arena products.
- Training on delegation of planning approvals - April 23.
- Affordable mass timber housing solutions - Element5 webinar.
- Taron seeking municipal feedback by April 30.
- Careers: Cabinet Office (OPS), Melancthon and Greater Sudbury.

### Guest Column\*

With spring underway, Hydro One is reminding communities across Ontario to prepare for the potential risk of localized flooding. The Community Relations team is here to support your community in the event of a flood.

### 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.

### 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 Brantford 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 opportunities to explore your role at the 2021 conference contact: [Christine Gallagher](#).

Counting down to April 30, you have 8 days to take advantage of the reduced conference registration rate under our early bird offer. Register by the [April 30 deadline](#).

## LAS

LAS Home and Auto Insurance program partner Cowan insurance is offering [Private Client services](#) to LAS employees, AMO members, and existing participants in the program. [Read more](#) about this offering and how you can save time and money.

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 28 (note corrected date)**, May 12 and 26, and June 9 and 23. Got questions? Email [BPSsupport@ontario.ca](mailto:BPSsupport@ontario.ca).

Take advantage of available lighting incentives to reduce energy consumption in your municipal facilities. Contact [Christian Tham](#) today for a no-obligation budget proposal through our turn-key [Facility Lighting Service](#).

LAS has several [virtual or in-person workshops](#) to help staff identify energy savings opportunities in municipal facilities. Led by renowned instructors including Stephen Dixon, you're sure to learn a lot about energy conservation and have fun while doing it. Contact [Christian Tham](#) to book a session for the fall.

Did you know that [Earth Day](#) started on April 22, 1970, making it 51 years young today? This was the start of the modern environmental movement and the theme for 2021 is "Restore Our Earth." In communities across the globe, people are taking action to address climate change. Take a moment to think about what you can do in your community today and the weeks ahead.

Our spring webinar series for the [Municipal Group Buying Program](#) continues. Join us **May 5 at 2:00 pm** to hear from one of our many Arena Product suppliers. With

warmer temperatures, now is the perfect time to get your arenas in tip-top shape for the fall. Don't get caught on thin ice; [skate on over to register here.](#)

### **Municipal Wire\***

Municipal Councils in Ontario are faced with challenges that are fundamental to the future growth of their communities. The Ontario Professional Planners Institute will lead a conversation with council and staff on how delegation of planning approvals could be leveraged. If COVID has taught anything, it is the importance of a planning system that is adaptable and allows local development plans and projects to continue during extenuating circumstances. [Register for this free session](#) on April 23.

[Register today](#) for [Element5's](#) webinar May 12 from 11 - 12pm on "[Affordable and Sustainable Mass Timber Housing Solutions.](#)"

Tarion launched a [new consultation](#) that includes a proposal to share information with municipalities related to Ontario Building Code issues. Feedback can be submitted to [submissions@tarion.com](mailto:submissions@tarion.com) by April 30, 2021.

### **Careers**

[Director, Economics, Justice & International Relations Policy - Cabinet Office \(Ontario Public Service - OPS\)](#). Diversifying leadership teams is a top OPS priority, with the goal to achieve parity with the Ontario labour force by 2025 for the most underrepresented groups (Indigenous, racialized and persons with disabilities) in leadership positions. Location: Toronto. Job Term: 1 Permanent. Please apply online, only, by Monday, May 3, 2021, by visiting [Ontario Public Service Careers](#).

[Treasurer / Deputy Clerk - Township of Melancthon](#). The Township is a rural community located in the northwest corner of Dufferin County with a population of approximately 3,000. Position reports to the CAO. Applicants are invited to submit in confidence a detailed cover letter and resume by May 10, 2021 at 4:00 p.m. local time to: Denise B. Holmes, AMCT, CAO/Clerk, Township of Melancthon, 157101 Highway 10, Melancthon, Ontario L9V 2E6. Email: [Denise Holmes](mailto:Denise.Holmes@melancthon.ca).

[Manager, Communications & Engagement \(Bilingual - English/French\) - City of Greater Sudbury](#). Position Status: Permanent. Please submit your résumé in confidence by May 10, 2021 at 4:30 p.m. by email: [hrjobs@greatersudbury.ca](mailto:hrjobs@greatersudbury.ca), or by fax: 705.688.3979. Any application received after this deadline will not be considered. Please reference the Employment Opportunity number (EX21-258) on your resume.

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### **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

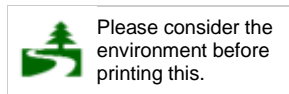
MEPCO Municipal Employer Pension Centre of Ontario

ONE Investment

Media Inquiries Tel: 416.729.5425

Municipal Wire, Career/Employment and Council Resolution Distributions

\*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.



Association of Municipalities of Ontario  
200 University Ave. Suite 801, Toronto ON Canada M5H 3C6  
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April 29, 2021

### In This Issue

- Request for delegations at AMO 2021 now open.
- AMO 2021 Early Bird registration - Deadline only 1 day away.
- City of Brantford Work from Home Model - Presentation materials and more!
- *Leading Through Crisis: Strengthening Personal Resilience* - 2nd date added.
- AMO 2021 - Sponsorship and exhibitor opportunities.
- How do you stay fit while working from home?
- Discounted tires for municipal fleets.
- LAS webinar: Arena equipment.
- Affordable mass timber housing solutions - Element5 webinar.
- Careers: Simcoe County and City of Welland.

### Eye on Events

Delegation meetings are a key feature of the AMO Conference. To request delegation meetings as part of your AMO 2021 Conference experience, visit the Conference [website](#) and click on the “Delegations” tab. Don’t forget, you must be a registered delegate to participate in delegation meetings.

One day left to take advantage of the reduced conference registration rate under our early bird offer! Register by the [April 30 deadline](#).

Following AMO’s session with City of Brantford CAO Brian Hutchings, and Director of Facilities and Security, Lise Sordo, there was a high demand for more information. If you are considering modernizing your approach to work, you can [access presentation materials and more information](#) to help.

AMO has added a 2nd date for it’s *Leading Through Crisis: Strengthening Personal Resilience* training. On September 16, 2021, AMO and the Loomex Group is offering 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 opportunities. To explore your role at the 2021 conference contact: [Christine Gallagher](#).

**LAS**

Our latest blog by digital program partner, Beacon, reminds us that small steps in balancing our mental and physical health while working from home can make a big difference in our overall wellness.

Crews are getting ready for a busy summer, make sure their vehicles stay safe with a good set of tires. The LAS Municipal Group Buying Program offers discounted tires through Michelin and Goodyear, and installation and other services through Kal Tire and Tirecraft. Contact Tanner for more information.

They've been quiet lately, but recreation facilities will start coming back to life soon. Join our webinar on May 5 to hear from Athletica, the approved supplier of arena products under the Municipal Group Buying Program. Make sure your arenas are ready for the post-pandemic world.

**Municipal Wire\***

Register today for Element5's webinar May 12 from 11 - 12pm on "Affordable and Sustainable Mass Timber Housing Solutions."

**Careers**

Community Paramedicine Program Manager - County of Simcoe. Employment Status: Full-Time (Temporary Contract until March 2024). Reference Code: 1214. Closing Date: May 5, 2021. Reports to: Deputy Chief, Operations. View the job description and submit your application online at Simcoe County Career Opportunities.

Chief Administrative Officer - City of Welland. Welland, a city of approximately 52,000 residents in the heart of Ontario's Niagara region, about an hour from Toronto and 30 minutes from the U.S. border, has a long history as one of Canada's strongest manufacturing hubs. Interested candidates are invited to send their resume in confidence to Organization Consulting Limited at WellandCAO@oclsearch.ca or contact Robert Johnston, President, at 416.385.9975. Closing date is May 19th.

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**MEETING DATE:** May 4<sup>th</sup>, 2021

**TO:** Mayor and Members of Council  
**FROM:** Ron Reymer, Chief Administrative Officer/Clerk  
**REPORT NO.:** CAO-05-2021  
**SUBJECT:** Fire Services Master Plan

---

**RECOMMENDATION:**

THAT Report No. CAO-05-2021 be received for information.

**PURPOSE:**

The purpose of this report is to provide an outline of the process involved in moving forward with a Fire Services Master Plan.

**BACKGROUND:**

The Lucan Biddulph Fire station and equipment is 100% owned and controlled by the Township of Lucan Biddulph through the Lucan Biddulph Fire Area Board. The Granton Fire station and equipment is jointly owned with Perth South on a 51% - 49% basis with Lucan Biddulph owning the majority share. The Granton station is controlled/managed by the Biddulph-Blanshard Fire Area Board.

At the Lucan Biddulph Fire Area Board held February 11<sup>th</sup>, 2021 the following motion was passed:

*Resolved that the Lucan Biddulph Fire Area Board recommend to Council that they consider undertaking a Fire Services Master Plan with possible funding from the Development Charges Fund or efficiency monies.*

A corresponding motion was passed by the Biddulph-Blanshard Fire Area Board at their meeting held February 18<sup>th</sup>, 2021.

This motion came about in the case of the Lucan Biddulph Fire Area due to the Chief's concern about the increasing height of residential development as well as the density of the new residential developments. The motion was supported by the Biddulph-Blanshard Fire Area because a Fire Services Master Plan would assist in discussions with Perth South in regards to the possible expansion of the service coverage area within Perth South.

In the 2021 budget Lucan Biddulph identified a budget of \$60,000 to undertake a Fire Services Master Plan.

A Fire Services Master Plan makes significant findings and recommendations relating to fire risks & hazards, fire protection capabilities, public education, fire risk reductions and management, community preparedness & response as well as funding and fiscal measures relating to fire protection.

A Fire Services Master Plan will be a strategic blueprint for the provision of local fire protection and rescue services within this municipality. The plan will address legislative requirements and local needs/circumstances, while taking into account the community's ability to pay for and support the level of service determined by Council.

The review could include the following key areas:

- Governance;
- Service Delivery;
- Fire Prevention;
- Public Fire Safety Education Programs;
- Emergency Response;
- Firefighter Training and Health & Safety;
- Administration;
- Finance;
- Human Resources;
- Facilities;
- Vehicles & Equipment;
- Maintenance Program(s);
- Communications; and
- Emergency Management Program.

Once a consultant is chosen the following list outlines the steps that will lead to the development of a final plan:

1. Establish the terms of reference;
2. Stakeholder Engagement;
3. Firefighter Engagement Session(s);
4. Data Collection, Review and Analysis;
5. Draft Fire Master Plan Review; and
6. Fire Master Plan.

## **DISCUSSION:**

In order to undertake a Fire Services Master Plan we must first determine if Perth South is going to partner with us, either via a joint Fire Services Master Plan concerning the jointly owned Biddulph-Blanshard Fire station or whether they are going to undertake their own Fire Services Master Plan in parallel with Lucan Biddulph's plan. At this time, we are awaiting word from Perth South as to their intent.

Once we know whether Perth South wants to partner with Lucan Biddulph, we can begin to draft the specific Request for Proposal (RFP) document. Both Fire Chiefs will provide input into the drafting of the RFP. I expect the drafting of the RFP document will take a number of months after which Lucan Biddulph Council (& possibly Perth South Council) will be asked to approve the RFP document. Once complete and approved, the RFP will be posted on-line and emailed to known consultants with a history of undertaking such plans.

It is my hope that a consultant will be able to submit the completed Lucan Biddulph Fire Services Master Plan to Council by the end of 2021.

**IMPACT TO BUDGET:**

A budget of \$60,000 was allocated in the 2021 budget for this project.

**STRATEGIC PLAN:**

This matter aligns with following strategic priorities:

- Goal 4: Substantive focus of planning on growth management issues
- Action 15: Identify new infrastructure priorities and prepare strategies to secure funding. This includes consideration for how higher densities may change service requirements (i.e. expanded fire services needs)

**ATTACHMENTS:**

N/A

*Ron Reymer*

Ron Reymer  
CAO/Clerk



**MEETING DATE:** May 4<sup>th</sup>, 2021

**TO:** Mayor and Members of Council  
**FROM:** Ron Reymers, Chief Administrative Officer/Clerk  
**REPORT NO.:** CAO-06-2021  
**SUBJECT:** Update – Phase II Lucan Community Memorial Centre Project

---

**RECOMMENDATION:**

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

**PURPOSE:**

The purpose of this report is to provide an update to Council in regards to the progress of Phase II to the Lucan Community Memorial Centre Project.

**BACKGROUND:**

The Government of Canada and the Province of Ontario announced March 19<sup>th</sup>, 2021 that Lucan Biddulph had been successful in the quest for Phase II funding under the Investing In Canada Infrastructure Program (ICIP) and would receive in excess of \$5.5m towards the expansion and renovation of the Lucan Community Memorial Centre.

As part of the approval process Council will be presented at the May 18<sup>th</sup>, 2021 meeting with an extensive Transfer Payment Agreement (TPA) that the Mayor and Clerk will need to execute and will require a corresponding authorization by-law.

**DISCUSSION:**

The TPA requires that every part of this project requires competitive bids, including engineering. The TPA is a standardized document produced by the Federal Government to ensure proper purchasing and procurement rules are followed.

Being that this is Phase II of the Lucan Community Memorial Centre project, Spriets have already completed most of the engineering. There is an option to request an exemption however the value of the engineering component of this project is in excess of \$100,000 and would require the signature of the Federal Minister of Infrastructure to sign off. The Provincial ICIP team member advised that this could take 3 months or more to obtain this signature. We simply cannot wait that long so we have undertaken the steps in accordance with our rules of purchasing to advertise for engineering and construction supervision services.

Staff expects to have a recommendation prepared for Council to consider at the May 18<sup>th</sup>, 2021 meeting.

**IMPACT TO BUDGET:**

N/A

**STRATEGIC PLAN:**

This matter does not align with specific actions in the strategic plan, although two strategic directions do reflect the projects ultimate goal.

Strategic Direction 3: Healthy Community

Strategic Direction 5: Community Pride

**ATTACHMENTS:** N/A

*Ron Reymer*

Ron Reymer  
CAO/Clerk



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

**Meeting Date:** May 4, 2021

## **REPORT**

**TO:** Members of Council  
Township of Lucan Biddulph

**FROM:** Dan FitzGerald MPI MCIP RPP

**RE:** **Part Lot Control Exemption By-law (PLC-1/2021)**  
**QUESTCAPADE LAND DEVELOPMENT LTD. (Owner)**  
**Harrison Pensa LLP – Tim McCullough and Matthew Cassidy (Agents)**  
**West side of Olde Clover Drive, North of Richmond Street, Lucan**

---

### **Purpose:**

The purpose of this report is to present Council with a Part Lot Control Exemption By-law to facilitate the residential development of the subject lands in the format of single detached dwellings.

### **Background (see Figure 1):**

The subject property is a 0.44 hectare (1.1 ac) parcel located on the west side of Olde Clover Drive north of Richmond Street (Highway 4). The lands, being Block 30 on Registered Plan 33M-759, are located in Phase 3 of the Olde Clover Village Subdivision. The majority of the lands are vacant, with the exception of a few single detached dwellings under construction. They are zoned site-specific Residential First Density (R1-9) to allow single detached dwellings. The lands are now serviced and a subdivision agreement has been entered into between the owner and the Township to complete any additional servicing requirements.

The applicant previously received approval of a part lot control exemption by-law on August 9<sup>th</sup> after successfully depositing the reference plan with the land registries office. However, the applicant failed to legally create the lots as shown in the deposited reference plan and the part lot control exemption by-law expired on February 13<sup>th</sup>, 2020. As a result, the applicant is now re-applying for a part lot control exemption by-law to legally create the lots as shown on the attached deposited reference plan 33R02466.

The part lot control exemption by-law would permit the applicant to create 10 separate lots for the purpose of constructing single detached dwellings. It would also permit the transfer of easements to the township.

### **Analysis:**

A deposited reference plan has been provided which includes a legal description for the proposed lots along with easements to be conveyed to the Township to facilitate rear yard catchbasins. A part lot control exemption by-law has been prepared for Council's consideration. Upon adoption, the by-law will then be considered by Middlesex County's Director of Planning, being the delegated approval authority for part lot control. Once the by-law and approval are registered against the title of the lands, the lots are effectively created.

Part Lot Control Exemption (PLC-1/2021) 2  
QUESTCAPADE LAND DEVELOPMENT LTD (Owner)  
Harrison Pensa LLP – Tim McCullough and Matthew Cassidy (Agents)

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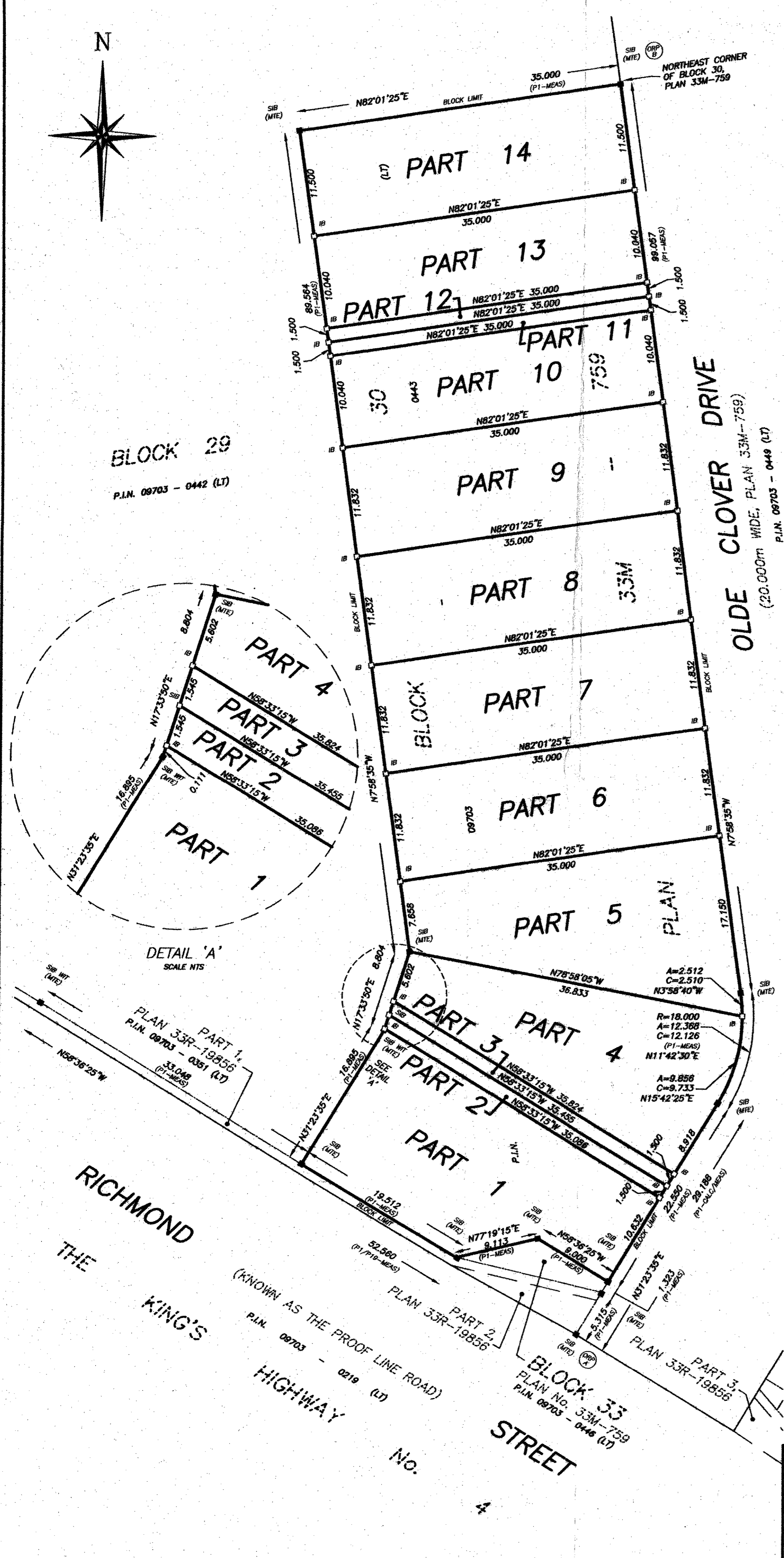
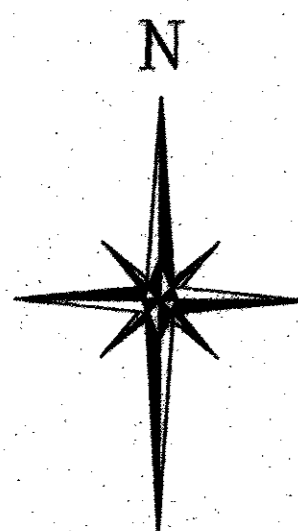
As included in the Development Agreement entered into by the owner, the lots are serviced and are obligated to meet any and all other requirements as contained there within.

**Recommendations:**

THAT the Part Lot Control Exemption By-law prepared for lands legally described Block 30 on Registered Plan 33M-759 (geographic Township of Biddulph) in the Township of Lucan Biddulph, be passed and that the By-law be subsequently forwarded to the County of Middlesex for approval.

**Attachments:**

1. Location Map
2. Reference Plan



I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT

PLAN 33R-20466

RECEIVED AND DEPOSITED

DATE July 15, 2019

DATE JUL 19 2019

Gavin P.T. Seaman, O.L.S.

M. DIETRICH

REPRESENTATIVE FOR LAND REGISTRAR FOR THE LAND TITLES DIVISION OF MIDDLESEX (No. 33)

SCHEDULE				
PART	BLOCK	PLAN	P.I.N.	AREA (m <sup>2</sup> )
1	ALL OF 30	33M-759	ALL OF 09703-0443 (LT)	517.8
2				52.9
3				53.5
4				448.1
5				478.8
6				414.1
7				414.1
8				414.1
9				414.1
10				351.4
11				52.5
12				52.5
13				351.4
14				462.5

PARTS 1-14 (INCLUSIVE) COMPRISES ALL OF P.I.N. 09703-0443 (LT)

PLAN OF SURVEY  
OF ALL OF  
**BLOCK 30**  
**PLAN 33M-759**  
IN THE  
**TOWNSHIP OF LUCAN BIDDULPH**  
**COUNTY OF MIDDLESEX**  
SCALE 1:300  
MTE OLS LTD.  
ONTARIO LAND SURVEYORS

**METRIC:**  
DISTANCES AND CO-ORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

- NOTES:**
- BEARINGS SHOWN HEREON ARE UTM GRID AND ARE REFERRED TO THE WEST LIMIT OF OLDE CLOVER DRIVE HAVING A BEARING OF N 7°58'38" W AS SHOWN ON PLAN 33M-759.
  - CO-ORDINATES SHOWN HEREON ARE UTM GRID ZONE 17 NAD83 (ORIGINAL), DERIVED FROM SPECIFIC CONTROL POINT 00819740401 AND 00819740408.
  - DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99996723.

SPECIFIED CONTROL POINTS (SCP) AND OBSERVED REFERENCE POINTS (ORP): UTM ZONE 17, NAD83 (ORIGINAL) COORDINATES TO URBAN ACCURACY PER SEC. 14 (2) OF O. REG. 216/10		
POINT ID	NORTHING	EASTING
SCP 00819740401	4780174.435	468856.419
SCP 00819740408	4778632.652	469584.789
ORP A	4783261.212	468400.508
ORP B	4783396.101	468404.427

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN

- LEGEND:**
- DENOTES PLANTED MONUMENT
  - DENOTES FOUND MONUMENT
  - SIB DENOTES STANDARD IRON BAR
  - SSIB DENOTES SHORT STANDARD IRON BAR
  - IB DENOTES IRON BAR
  - IBW DENOTES ROUND IRON BAR
  - WIT DENOTES WITNESS
  - MEAS DENOTES MEASURED
  - CALC DENOTES CALCULATED
  - MTE DENOTES MTE OLS LTD.
  - AGM DENOTES ARCHIBALD, GRAY & McKay, O.L.S.'s
  - MTD DENOTES MINISTRY OF TRANSPORTATION, ONTARIO
  - RP DENOTES REGISTERED PLAN
  - NLPR DENOTES NORTH OF THE PROOF LINE ROAD
  - NTS DENOTES NOT TO SCALE
  - P1 DENOTES PLAN 33M-759

**SURVEYOR'S CERTIFICATE:**

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON THE 16TH DAY OF MAY, 2019.

July 15, 2019

DATE

Gavin P.T. Seaman

O.L.S.

GAVIN P.T. SEAMAN  
ONTARIO LAND SURVEYOR

**ONTARIO LAND SURVEYORS**  
365 HOME STREET  
STRATFORD, ONTARIO, N5A 2A5  
TEL: (519) 271-7952 FAX: (519) 271-3545

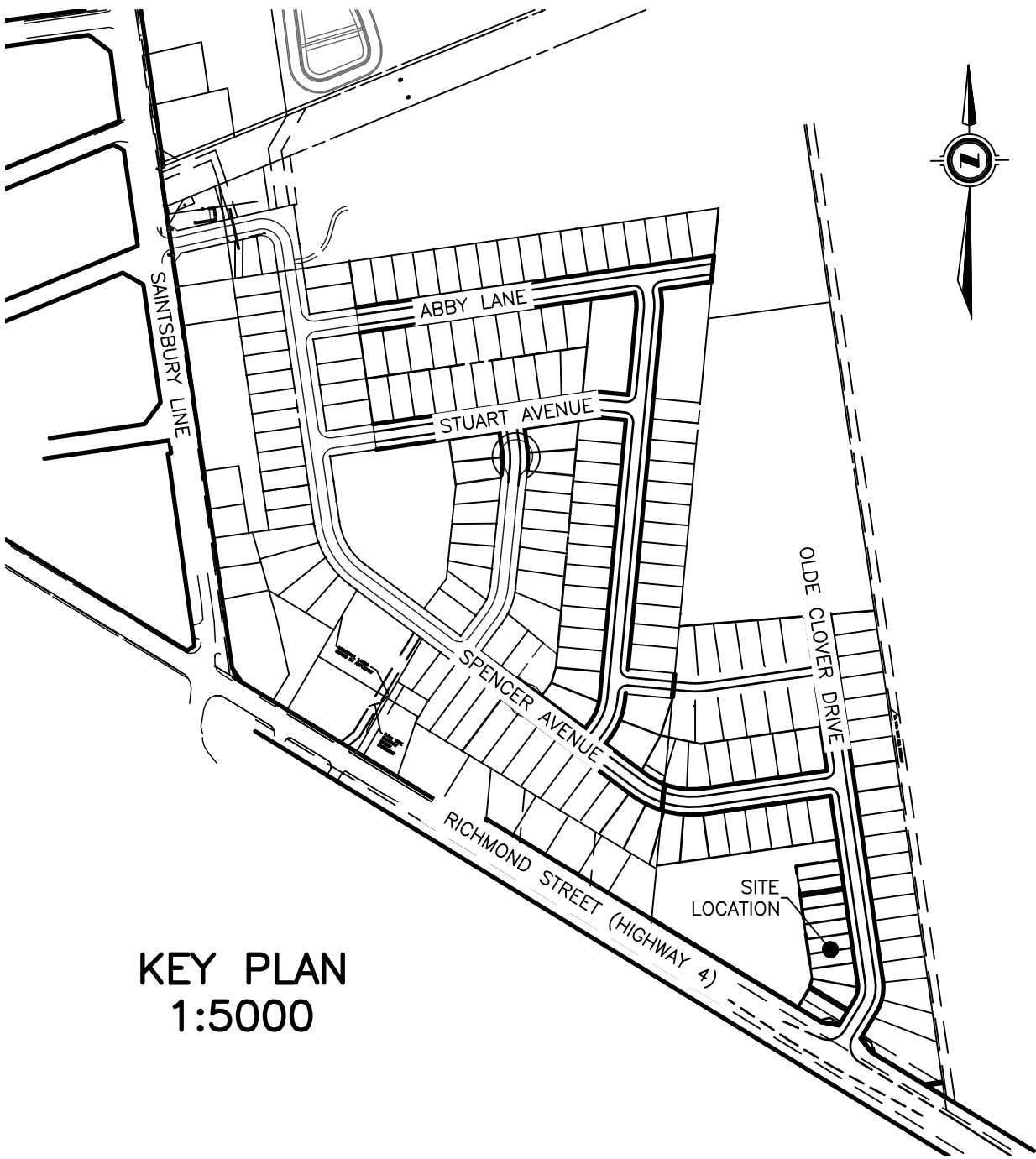
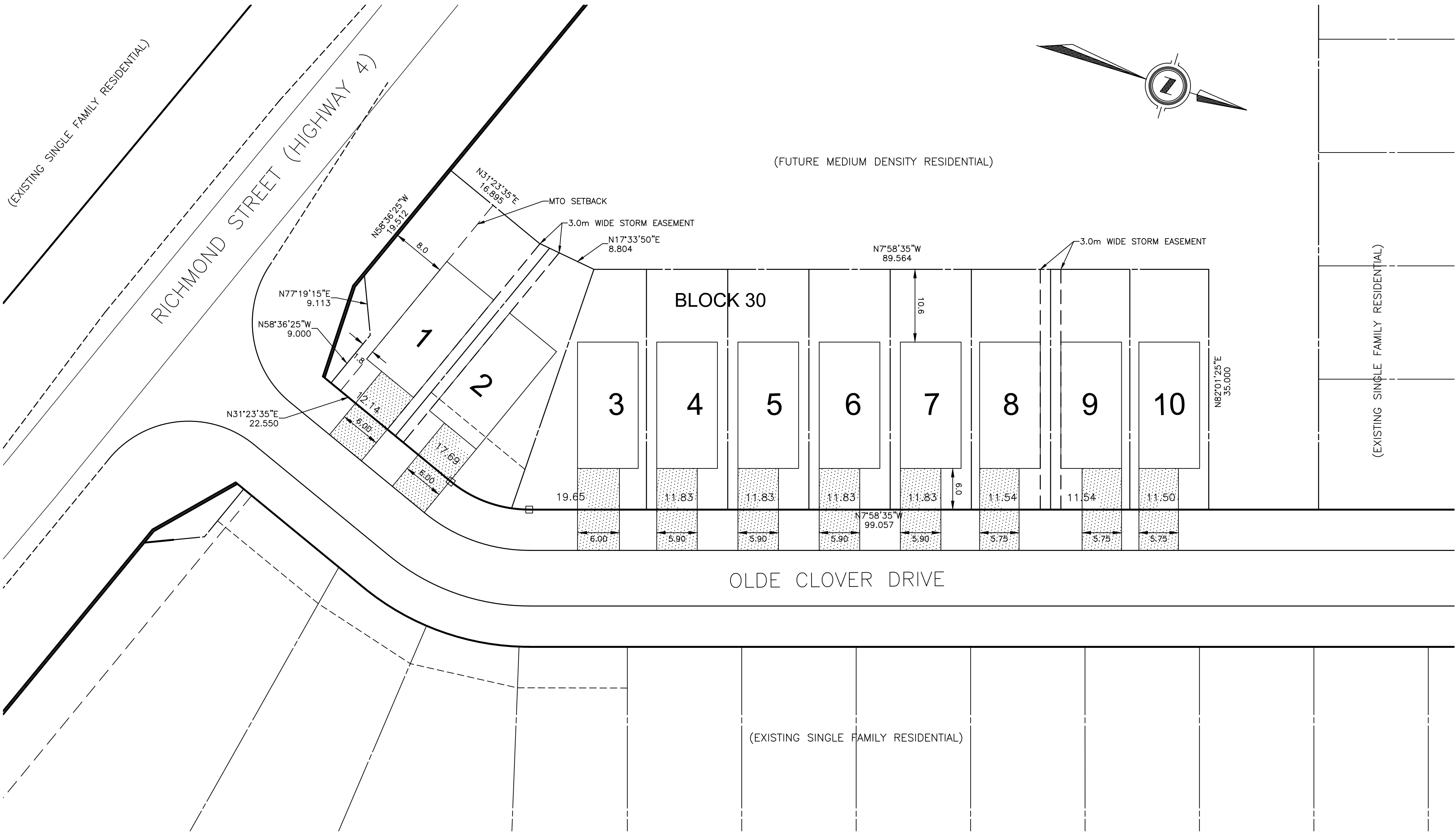
P:\35465\105\35465-105-R1.DWG

COGO : 35465-105-UTMGROUND.ASC

Drawn By : P. SHARATHSUNDARAM

Checked By : G. SEAMAN, O.L.S.

File No : 35465-105-R1 (M)

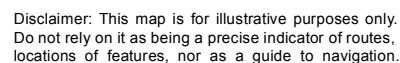


KEY PLAN  
1:5000

SITE DATA (R1 ZONE)		
ZONING REGULATION	REQUIRED	PROPOSED
SITE AREA (min.)	N/A	4464.7m <sup>2</sup>
LOT FRONTAGE / UNIT (min.)	15m	11.5m
FRONT YARD (min.)	6.0m	6.0m
EXTERIOR YARD (min.)	3.5m	8.0m
INTERIOR YARD (min.)	1.2m	1.2m
REAR YARD (min.)	7.0m	10.6m
LOT COVERAGE (max.)	40%	40%
LANDSCAPE OPEN SPACE (min.)		60%
BUILDING HEIGHT (max.)	10m	
UNITS	N/A	10
LOT AREA / UNIT (min.)	460m <sup>2</sup>	402.5m <sup>2</sup>

EXISTING SERVICES	DRAWING #, SOURCE	DATE	AS CONSTRUCTED SERVICES	COMPLETION	DETAILS	No.	REVISIONS	DATE	CONSULTANT	CONSULTANT OR DIVISION	ENGINEER'S STAMP	SCALE	TITLE	PROJECT No.
					DESIGN BY JR	1	ZONING AMENDMENT APPLICATION	MARCH 13/19	DEVENG	London Office 41 Adelaide St. N., Unit 71 (519) 672-8310  Paris Office 31 Mechanic St., Unit 301 (519) 442-1441  <b>development engineering</b> (London) Limited CONSULTING CIVIL ENGINEERS			OLDE CLOVER VILLAGE LUCAN, ONTARIO	D7101P3E
					DRAWN BY JR/JC								BLOCK 30 PLAN 33M-759	SHEET No.
					CHECKED BY									PLAN FILE No.
					FILE: ACAD-D7101P3E-DWG									

**Township of LUCAN BIDDULPH**





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

**MEETING DATE:** May 4, 2021

## **REPORT**

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

**FROM:** Dan FitzGerald, MPI MCIP RPP

**SUBJ:** Site Plan Approval – Ridge Crossing Phase 2 Townhomes  
2219260 Ontario Inc. (Vito Campanale)  
Dillon Consulting Ltd. c/o Jason Johnson (Agent)  
Nicholson Street and Miller Drive, Lucan

---

### **Purpose:**

The purpose of this report is to evaluate a request for site plan approval to facilitate residential development in the form of forty-four (44) townhouse dwelling units.

### **Background:**

As shown on the attached map, the subject lands are situated on the west side of Miller Drive and on the south side of Nicholson Street. The land primarily backs onto the Wilberforce Public School and is located in the Ridge Crossing Subdivision. As per the zoning, the lands would accommodate a townhouse development comprised of 9 townhouse blocks with a total of 44 two-storey units. The property is zoned R3-6-H which permits townhouse dwellings. This development constitutes Phase 2 of the lands situated on the south side of Nicholson Street and adjacent to Wilberforce Public School. The townhouse units are to be “free-hold” in that each unit would be under separate ownership. To facilitate that arrangement, a separate approval will be required by the County of Middlesex.

The developer has applied for site plan approval whereby a series of plans and drawings have been submitted to the Township for review and acceptance. For site plan approval, there is no public consultation required under the Planning Act in that only the developer has the right of appeal. This report only contemplates the development of the remaining phase; that being Phase 2.

### **Analysis:**

Although the site plan approval proposal consists of a series of detailed plans ranging from site grading and servicing to landscaping which are collectively appended to the site plan agreement, the overarching plan is attached for Council’s reference.

To permit development of this site, Miller Drive has been extended to the south limit, past Nicholson Street. The plans appended to the site plan agreement show two separate dedicated access points; one from Nicholson Street and the second from Miller Drive. Additionally, of note to Council, the applicant has added visitor parking stalls as required in the amended zoning by-law and has also included a barrier free stall in close proximity to the community mail box. The plans also provide internal tree plantings in the front yard of each unit. Snow storage has been considered and will be the requirement of the future condominium

corporation to manage. In all, planning, building, fire and engineering staff as well as the County Engineer are satisfied with the plans given the revisions undertaken.

To implement the accepted plans, a Site Plan Agreement has been prepared for Council's consideration which includes a number of requirements including but not limited to: access, parking, fire routes, servicing, grading, fencing, and landscaping. It is staff's position that building permits should only be made available once underground services are installed and internal roadways are accessible by Emergency Services. As noted in the Township's Site Plan Control Area By-law and captured in the Agreement, the developer is responsible to provide security for 50% of the estimated cost of the works required prior to commencement. The developer has provided this security to the Township. Furthermore, there is an obligation for the Agreement to be registered on title.

**Recommendations:**

THAT a By-law be passed to authorize the Mayor and the Clerk to enter into Site Plan Agreement for lands legally described as Block 103 on Registered Plan 33M-739 (geographic Township of Biddulph) in the Township of Lucan Biddulph, provided the Site Plan Agreement is to the satisfaction of the Township's legal counsel.

**Attachments:**

1. Location Map
2. Site Plan
3. Site Plan Agreement

**Site Plan Agreement - SPA-4-2020**

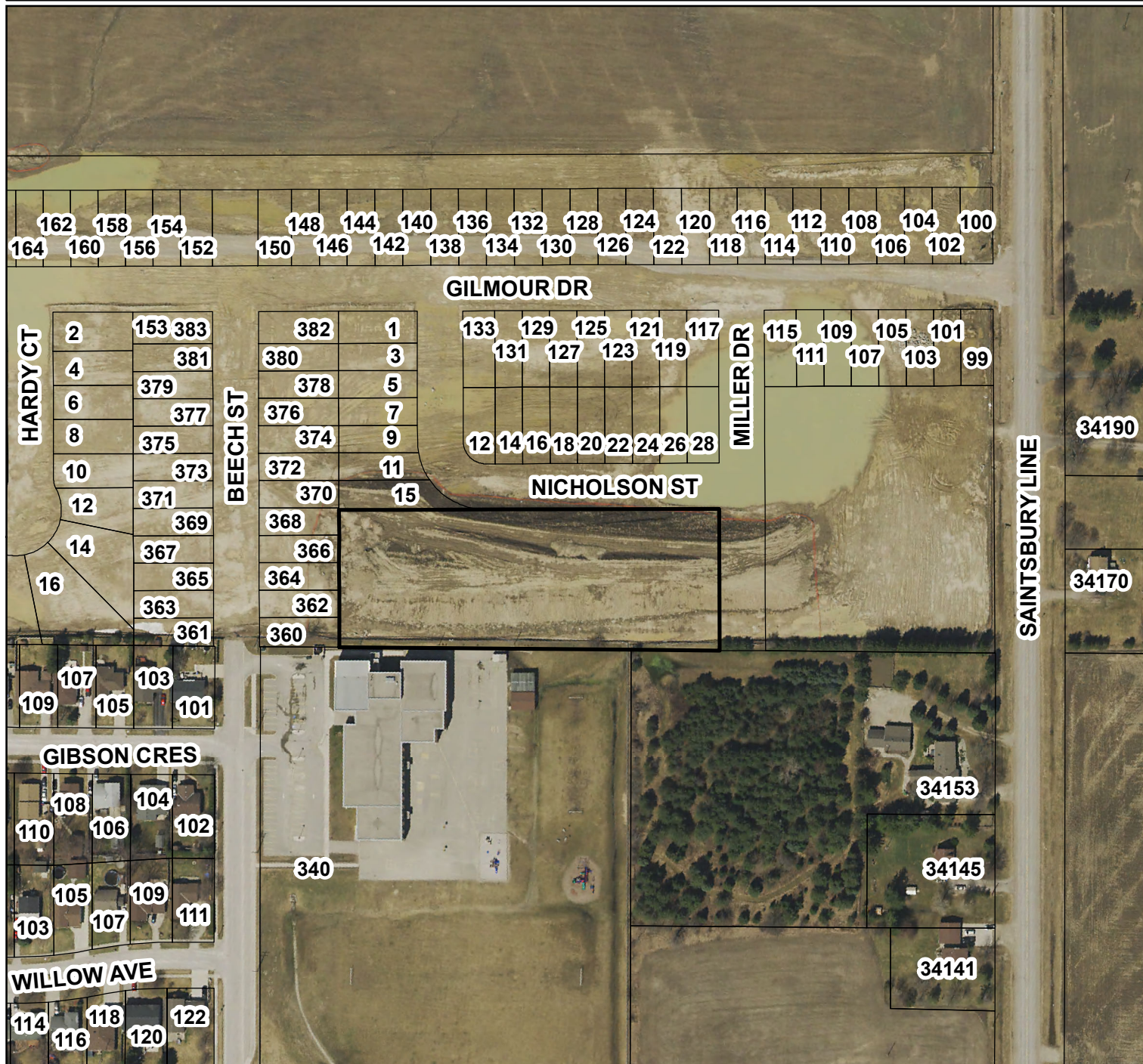
2219260 Ontario Inc. (Owner)

Dillon Consulting Limited c/o Melanie Muir (Agent)

Nicholson St

Plan 33M739 BLK 103

Township of Lucan Biddulph

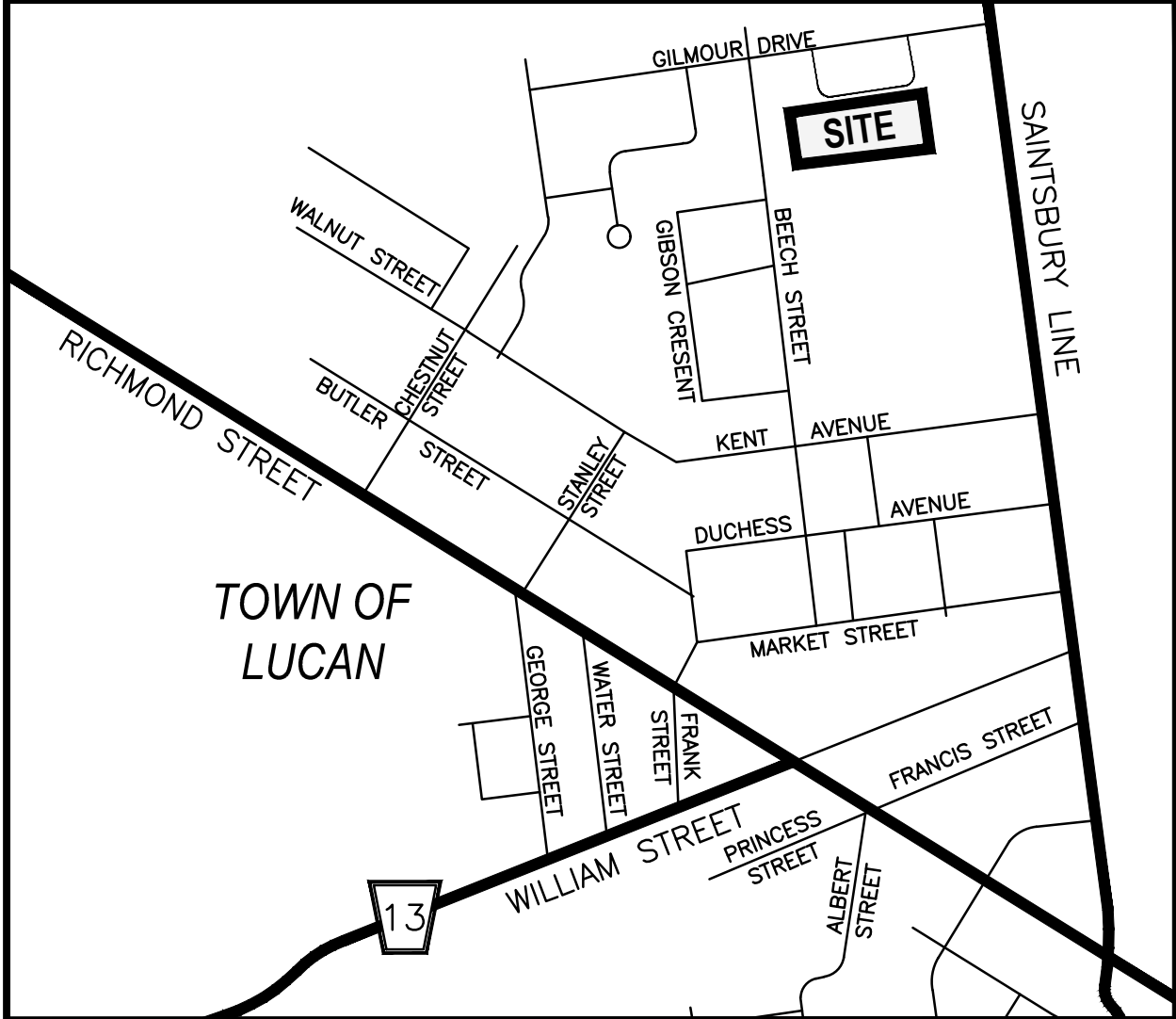
**Township of LUCAN BIDDULPH****KEY MAP**

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

**Subject Lands**

1:2,500  
0 10 20 30 40 Metres

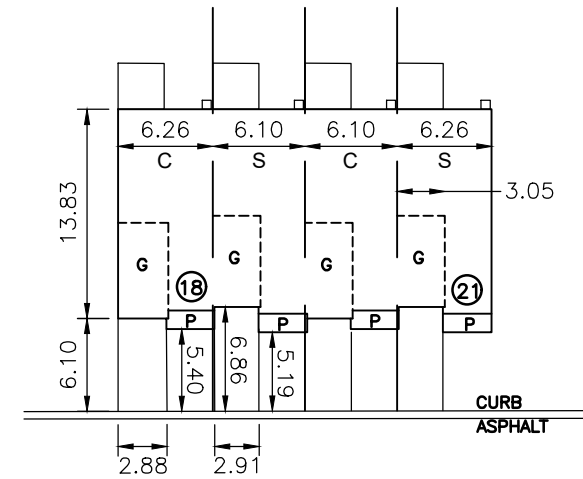
ORTHOPHOTOGRAPHY: SWOOP 2015  
Disclaimer: This map is for illustrative purposes only.  
Do not rely on it as being a precise indicator of routes,  
locations of features, nor as a guide to navigation.



SITE DATA TABLE R3-6 ZONE		
ZONING PROVISIONS	REQUIRED	AS SHOWN ON PLAN
(a) PERMITTED USES	TOWNHOMES	TOWNHOMES
(b) LOT AREA (m <sup>2</sup> ) (min)	1500	1.01ha
(c) LOT FRONTAGE (m) (min)	30.0	>30.0
(e) EXTERIOR SIDE YARD(m)	3.5	2.75*
(f) INTERIOR & SIDE YARD (m) (min)	1.5	>=1.5
(i) OUTDOOR AMENITY AREA MINIMUM	35%	0.64ha = 63%
(j) LOT COVERAGE % (max)	40%	0.38ha = 37%
(k) HEIGHT (m) (max)	10.0	<=10.0
(l) FRONT YARD (m)	6.0	6.0
(m) REAR YARD (m)	7.0	6.0*
(n) DENSITY		39 U/Ha
(o) NUMBER OF UNITS		44
(p) PARKING		88
(q) VISITOR PARKING		9

\* SITE SPECIFIC R3-6 ZONE REQUIRED TO ADDRESS PROVISION

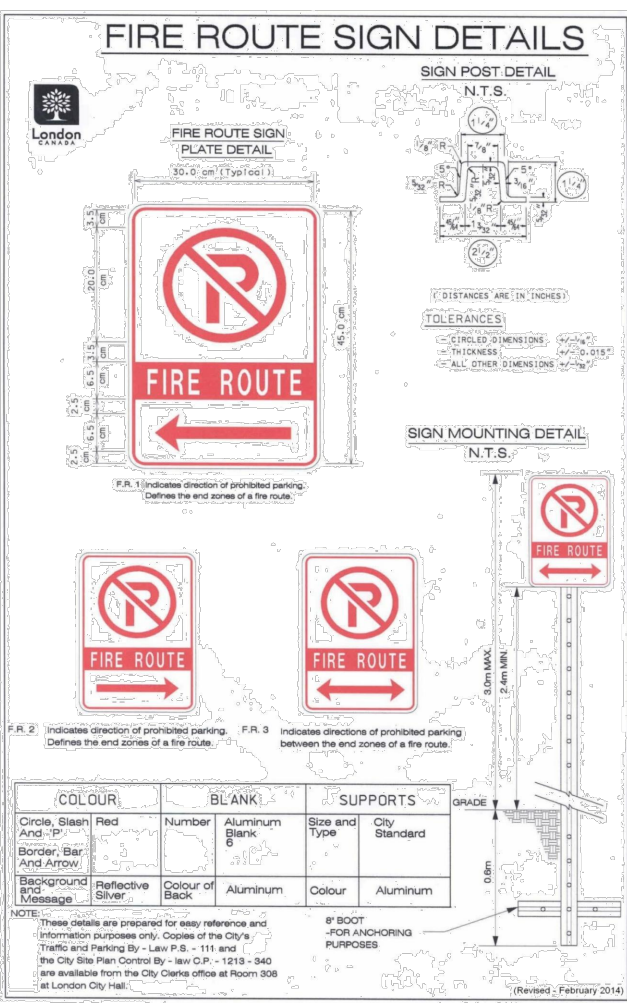
NOTE:  
1. PARKING - 2 SPACES PER UNIT (GARAGE & DRIVEWAY)  
- 9 VISITOR SPACES



TYPICAL UNIT DIMENSIONS

NTS

- P PATIO
- G GARAGE
- 18 UNIT NUMBER
- S STOCKTON UNIT LAYOUT
- C CAMDEN UNIT LAYOUT
- 10'x10' PLATFORM DECK
- AIR CONDITIONER UNIT



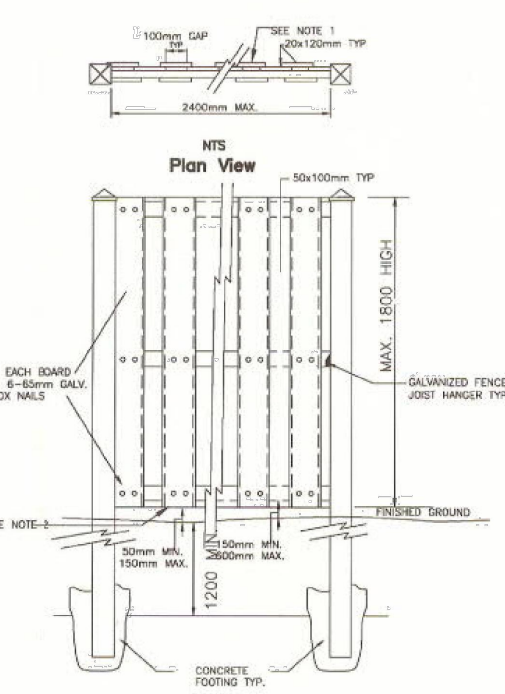
ACCESSIBLE PARKING SIGN DETAILS

NTS



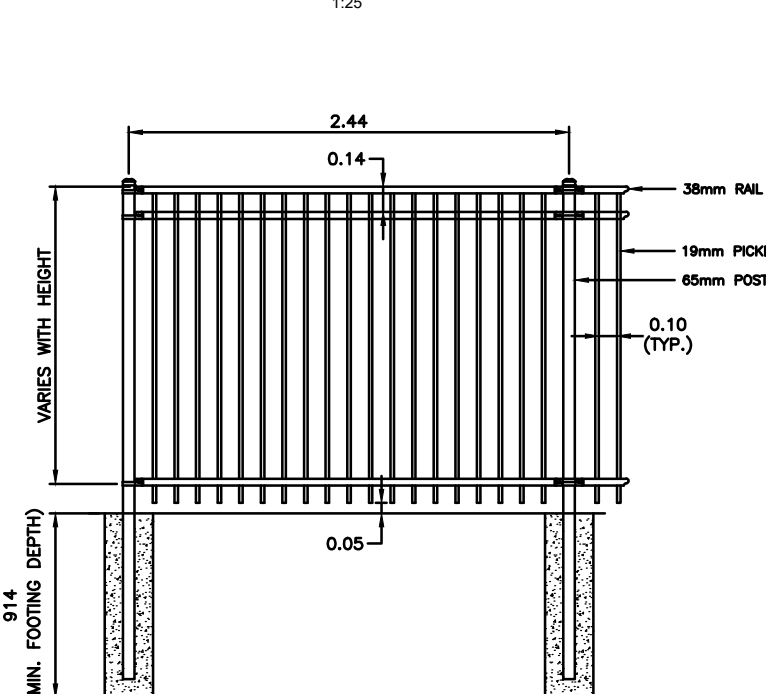
NOTE: SIGN ON A POST TO BE AT LEAST 1.5M ABOVE GRADE AND NOT MORE THAN 2.5M WHEN MEASURING FROM GRADE TO THE CENTRE OF THE SIGN

SOLID BOARD FENCE DETAIL



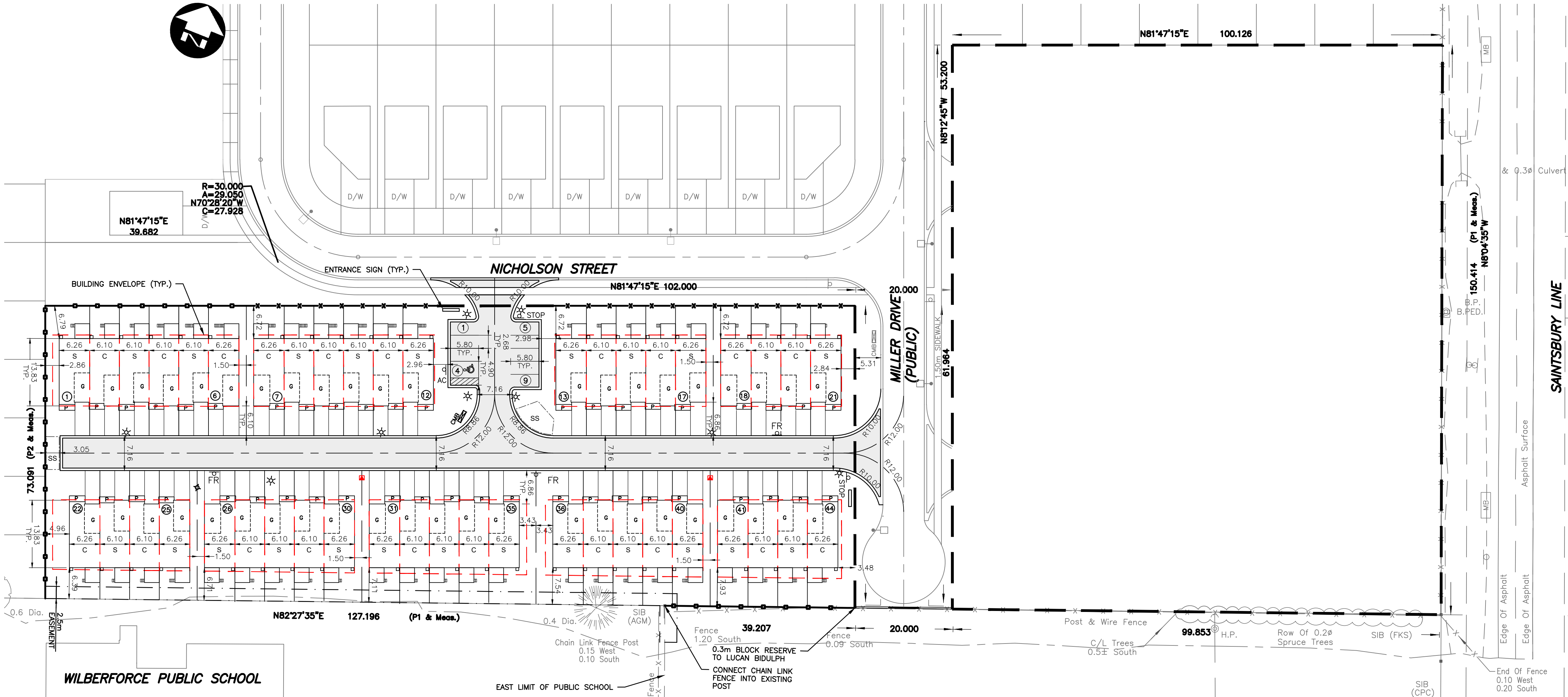
NOTES:  
1. STANDARD BOARD ON BOARD FENCE TO COVER 100mm GAPS.  
2. ADJACENT TO OVERLAND FLOW ROUTE OUTLET POINTS, ADDITIONAL BOARDS ARE TO BE KEPT A MINIMUM OF 150mm ABOVE FINISHED GRADE.

WROUGHT IRON FENCE DETAIL



NOTES:  
1. POST SIZE DEPENDS ON FENCE HEIGHT AND WIND LOADS. SEE MONTAGE PLUS SPECIFICATIONS FOR POST SIZING CHART.  
2. THIRD RAIL REQUIRED FOR DOUBLE RINGS.  
3. AVAILABLE IN 3" AIR SPACE AND/OR FLUSH BOTTOM ON MOST HEIGHTS.

- NOTE:
1. ALL RADII PRESENTED ARE TO EDGE OF PAVEMENT
  2. ROAD DIMENSIONS ARE TO BACK OF CURB
  3. GARBAGE AND RECYCLING TO BE STORED WITHIN BUILDING UNTIL COLLECTION DAY. GARBAGE COLLECTION WILL BE AT CURB SIDE OF EACH UNIT FOR MUNICIPAL PICK UP.
  4. OUTDOOR LIGHTS TO BE DIRECTED AWAY FROM ADJUTING RESIDENCES AND MOUNTED ON TOWNHOUSE.



LEGEND

- STOP
- FR
- AC
- COBRA HEAD STREET LIGHT
- POST TOP STREET LIGHT
- PROPERTY LINE
- EASMENT
- 1.8m HIGH WOOD FENCE
- WROUGHT IRON FENCE
- CHAIN LINK FENCE
- BUILDING ENVELOPE
- FIRE HYDRANT
- COMMUNITY MAILBOX
- UNIT NUMBER
- PARKING SPACE NUMBER
- FIRE ROUTE
- HYDRO ONE TRANSFORMER
- SNOW STORAGE

Conditions of Use

Verify elevations and/or dimensions on drawing prior to use. Report any discrepancies to Dillon Consulting Limited.

Do not scale dimensions from drawing.

Do not modify drawing, re-use it, or use it for purposes other than those intended at the time of its preparation without prior written permission from Dillon Consulting Limited.



DILLON CONSULTING

No.	ISSUED FOR	DATE	BY
04	ISSUED FOR REVIEW (3RD)	MAR 2021	JDJ
03	ISSUED FOR TENDER	FEB 2021	JDJ
02	ISSUED FOR REVIEW (2ND)	JAN 2021	JDJ
01	ISSUED FOR REVIEW	OCT 2020	JDJ

DESIGN	REVIEWED BY	DATE	SCALE
BJP	JDJ	FEBRUARY 2021	1:500
DRAWN	CHECKED BY		
BJP	JDJ		

2219260 ONTARIO INC.  
RIDGE CROSSING TOWNHOUSE DEVELOPMENT COMPLEXES

SITE PLAN

PROJECT NO.

115033

SHEET NO.

01

**SITE PLAN CONTROL AGREEMENT**

**BETWEEN:**

**2219260 ONTARIO INC.**  
(hereinafter referred to as the "Owner")

Party of the First Part

**-AND-**

**THE CORPORATION OF THE TOWNSHIP OF LUCAN BIDDULPH**  
(hereinafter referred to as the "Township")

Party of the Second Part

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VC

**SITE PLAN CONTROL AGREEMENT**

**THIS AGREEMENT** made this \_\_\_\_\_ day of April, 2021.

**BETWEEN:**

**2219260 ONTARIO INC.**

(Here and after referred to as the “Owner”)

Party of the First Part

-AND-

**THE CORPORATION OF THE TOWNSHIP OF LUCAN BIDDULPH**

(Here and after referred to as the “Township”)

Party of the Second Part

**WHEREAS:**

1. Whereas the Owner warrants that it is the registered owner of the lands legally described as set out in **Schedule “A”** to this Agreement (the “Lands”);
2. And whereas the Lands were part of the real property that was the subject of a Subdivision Agreement dated March 26, 2018 which was registered as Instrument Number ER1161571 on the 26th day of March, 2018 (the “Subdivision Agreement”);
3. And whereas the Lands were part of real property that was subject to an Amended Subdivision Agreement dated the 17<sup>th</sup> day of August, 2018 and a second Amending Agreement dated the 13<sup>th</sup> day of August, 2019 (collectively the “Subdivision Amending Agreement”);
4. And whereas the Lands are in a site plan control area designated pursuant to the Township’s By-Laws which is authorized under Section 41 of the Planning Act (Ontario), as amended (the “Act”);
5. And whereas Block 104 of Plan 33M-739 was the subject of a development to construct townhomes on Block 104 of Plan 33M-739 and the Site Plan Control Agreement was registered as Instrument Number ER1275972 on December 5, 2019;
6. And whereas the Owner is also proposing to install services, construct the Works, as defined herein, and construct townhomes on the Lands in accordance with this Agreement (the “Development”);
7. And whereas the Township has recommended approval of the Owner’s Site Plan Application subject to certain conditions including but not limited to the Owner entering into this Site Plan Control Agreement (the “Agreement”);
8. And whereas Subsection 41(7) of the Act permits the entering into of this Agreement in order to secure the provision of the Works as hereinafter defined, facilities and other matters and the final Site Plans contemplated herein, including the maintenance of the Lands and the Works during and after construction of the Development;
9. And whereas Subsection 41(10) of the Act permits the registration of this Agreement against the Lands;
10. And whereas the Owner has voluntarily agreed to enter into this Agreement and to have this Agreement registered on title to the Lands at its sole expense;

**NOW THEREFORE IN CONSIDERATION** of the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree to the terms and conditions set forth below:

**PART I**  
**DEFINITIONS AND SCHEDULES**

**1. Definitions**

In addition to the words and terms defined in the Recitals to this Agreement or the body of this Agreement, the following capitalized words and terms shall have the corresponding meaning as set out below:

**“ABCA”** means the Ausable Bayfield Conservation Authority;

**“Architect”** has the same meaning as defined in the *Architects Act*, R.S.O. 1990, c. A. 26 and is qualified to design and supervise the construction of part of the Works and who is acceptable to the Township in its sole discretion;

**“Building(s)”** means all buildings contemplated within the Development, as noted in Section 4 of this Agreement;

**“Building Permit”** means a building permit issued by the Chief Building Official under the authority of the *Building Code Act*, 1992, S.O. 1992, c. 23 (the *“Building Code Act”*);

**“Chief Building Official”** means the Township’s Chief Building Official and includes his or her designate;

**“Consulting Engineer”** means an engineer licensed by the Professional Engineers Association of Ontario acceptable to the Township in its sole discretion who is qualified to design and supervise the completion of the Works and who will act as the agent of the Owner throughout the construction of the Development and who, prior the release of the securities required under this Agreement, will certify same to the Township;

**“Development”** shall have the meaning ascribed hereto in Section 4;

**“Landscape Architect”** means a person accredited as a landscape architect pursuant to the *Ontario Association of Landscape Architects Act*, 1984, (Ontario), as amended, and who is qualified to design and supervise the construction of part of the Works and who is acceptable to the Township in its sole discretion;

**“Maintenance Period”** means the period of time between the Consulting Engineer’s certification of the Servicing Works or the Surface Works, as the case may be, and the release of financial securities held by the Township, as determined by the Township in order to allow settlement or other defects to become apparent;

**“OPS”** means Ontario Provincial Standards and Specifications for Roads and Public Works published by the Ministry of Transportation of Ontario;

**“Owner”** means **2219260 ONTARIO INC.** and includes any subsequent or registered owner(s), and their successors and assigns;

**“Servicing Works”** means any pipes, wires, vents, ducts, cables, conduits, sewers (both storm and sanitary), service connections, castings, manholes, catch basins, valves, backflow preventors, drains, life safety equipment, electricity transformer(s), stormwater swales, storm water collection basins and related pump(s) and equipment and conduits, stormwater quality control devices, sump pumps, sump pump pits, weeping tiles and other conduits, telecommunication signal transmission and reception facilities and lines, water mains, water meters, water meter rooms, water meter chambers, telephone cables and access transmission lines and public and private utility lines that, without limiting the generality of the foregoing, provide, measure, regulate or transmit, power, communication facilities, electricity, water, fuel, stormwater and other drainage, sewage disposal and any other public utility, all more particularly described in the Schedules;

**“Surface Works”** includes but is not limited to items such as sidewalks, walkways, curbs, gutters, swales, ramps, stairs, driveways, trails, bike paths, parking lots, retaining walls, garbage and recycling enclosures, bollards, buffering, gates, handrails, fences, landscaping, lighting, transformer pads, topsoil, seed, trees, shrubs, plants, mulch and landscaping and any other constructed surfaces, all more particularly described in the Schedules;

**“Township”** means The Corporation of the Township of Lucan Biddulph and includes its officers, employees, servants, agents, subcontractors and contractors;

**“Treasurer”** means the Township’s Treasurer and Chief Financial Officer and includes his or her designate;

**“Works”** means collectively the Buildings, the Servicing Works and the Surface Works.

**2. Schedules**

The following Schedules are attached hereto and form an integral part of this Agreement:

- (a) **Schedule “A”** being a description of the Lands affected by this Agreement;
- (b) **Schedule “B”** being a Solicitor's Certificate of Ownership of the Lands;
- (c) **Schedule “C”** being a listing of lands to be conveyed, dedicated or transferred to the Township, if applicable;
- (d) **Schedule “D”** being the Security and Letter of Credit calculations;
- (e) **Schedule “E”** being a schedule concerning the Reduction and Release of Security;
- (f) **Schedule “F”** being the Consulting Engineer’s Drawings for the Removals and Photmetric Plan;
- (g) **Schedule “G”** being the Landscaping Plan;
- (h) **Schedule “H”** being the sediment and erosion control drawing;
- (h) **Schedule “I”** being the electrical layout;
- (i) **Schedule “J”** being the Details and Specifications for the Development;
- (j) **Schedule “K”** being the Site Plan or Final Site Plan;
- (k) **Schedule “L”** being the Master Servicing Plan;
- (l) **Schedule “M”** being the Grading Plan;
- (m) **Schedule “N”** being the Sanitary Drainage Plan;
- (n) **Schedule “O”** being the Storm Drainage Areas; and
- (o) **Schedule “P”** being the location of the Canada Post Community Mailboxes;

**PART II**  
**APPROVED SITE PLAN**

**3. Previous Subdivision Agreement**

Except as amended by this Agreement, all terms and provisions of the Subdivision Agreement and the Subdivision Amending Agreement shall remain in full force and effect and be binding on the parties referred to herein.

**4. Development**

The Owner acknowledges that the Township’s review and approval of the submitted plans and drawings comprising the Final Site Plans is on the basis of an application to the Township for the construction of the Works and the construction of townhomes and any other Buildings on the Lands consistent with the Application and all drawings that have been reviewed by the Township to this date (the “Development”).

**5. Vacant Land Condominium Approval**

The parties acknowledge that the Owner intends to develop the townhomes and other Buildings on the Lands as a vacant land condominium in accordance with the Condominium Act and all applicable regulations. The townhouses and Buildings shall not be constructed and no building permits shall be issued until the vacant land condominium for the Lands has been approved.

**6. Conformity with Agreement**

The Owner covenants and agrees that no material deviations or changes shall be made to the Final Site Plans and no work or construction shall take place contrary to this Agreement or those plans without the prior written approval of the Township, except as many changes as may be required by the Township, prior to issuance of the Building Permit(s) for the relevant parts of the Development in order that said plans and drawings shall comply with all relevant provisions of the building or zoning or other by-law or laws of the Township, and all regulations or laws of any other governmental body having jurisdiction.

**7. Amendments to this Agreement, Approved Site Plan and Final Site Plans**

No amendments shall be made to this Agreement or the Final Site Plans without the written consent of the Township.

**8. Condition Precedent: Zoning**

In the event that a minor variance, rezoning or an official plan amendment is required to permit the Development of the Lands in accordance with the Final Site Plans, this Agreement shall be conditional upon such approval(s) coming into force, failing which this Agreement shall be null and void and not binding upon any party to this Agreement.

**PART III**  
**ACKNOWLEDGEMENTS OF THE OWNER**

9. The Owner acknowledges that the Development and the construction of the Works and the Development shall be completed and shall be subject to compliance with all By-Laws of the Township. The Owner acknowledges that the Development must be constructed in compliance with and must always comply with the By-Laws of the Township.

**PART IV**  
**GENERAL TERMS & CONDITIONS**

**10. Postponement of Mortgage(s)**

- (a) The Mortgagees consent to this Agreement and agree with the Township that this Agreement shall be an encumbrance which stands as a prior interest on the Lands in the same manner and to the same effect as if this Agreement had been dated, executed, and registered prior to the mortgage(s) held by the Mortgagees at the time of registration of this Agreement; and
- (b) The parties agree that the Mortgagees, its successors, and assigns shall not be obligated to fulfil any of the positive covenants and obligations of this Agreement unless and until the Mortgagees enter into possession of the Lands.

**11. Compliance with Building Code**

The Owner acknowledges that compliance with all of the provisions of the *Building Code Act* and associated regulations (the “Code”) is mandatory.

**12. Building Permits**

The Owner covenants and agrees that this Agreement shall constitute “other applicable law” pursuant to article 1.4.1.3 of the Code. Neither the Owner nor any person under his or her authority shall be entitled to the issuance of one or more Building Permits to construct the townhomes or any other buildings or structures contemplated under this Agreement until this

Agreement has been fully executed and registered on title to the Lands and the vacant land condominium contemplated in Section 5 herein for the Lands has been approved.

The Owner further agrees that, prior to the issuance of a Building Permit by the Township and in addition to his, her or its other obligations under this Agreement, the Owner must:

- (a) submit and receive acceptance of all site plan, building elevations with approved exterior design finishes, sustainable design finishes, landscaping, functional engineering drawings, complete engineering drawings or other plans and drawings required by this Agreement including any documentation, studies, specifications and reports that may accompany such plans and drawings in the form of final site plan approval;
- (b) submit payment of all required fees and charges;
- (c) provide to the Township the securities and letters of credit required under this Agreement;
- (d) provide proof of any clearances required from the ABCA, the Ministry of the Environment and Climate Change, Hydro One, Union Gas, Canada Post and any other government body or agency having jurisdiction over the Development;
- (e) receive approval of the Final Plans by the Township;
- (f) pay all outstanding property taxes with respect to the Lands;
- (g) transfer to the Township any lands required for highway widening, if applicable; and
- (h) install all Works in accordance with the terms of this Agreement and the Urban Design Manual.

### 13. Construction Act

For any Works conducted within the Township's right-of-way or on other municipally owned lands the Owner covenants and agrees that it will hold back in his, her or its payments to any contractor who may construct services, facilities or Works, such amounts as may be required under the provisions of the *Construction Act* (Ontario), as amended (the "Construction Act"). The Owner shall indemnify and save completely harmless the Township from and against all claims, demands, actions, causes of action and costs resulting from any construction being performed by the Owner, his, her or its agents and assigns pursuant to the provisions of this Agreement, and, on demand by the Township, the Owner shall take such steps as may be necessary to immediately vacate all liens registered upon municipal lands and lands containing municipal services.

### 14. Occupancy

- (a) The Owner covenants and agrees not to permit occupancy of any Building(s) or part thereof for which Building Permits have been issued until all Works required under this Agreement are completed in accordance with the requirements of the Code, the applicable Township zoning by-law and any other Township by-laws, and that the internal water distribution and sanitary sewer collection have been tested and approved and are operating in accordance with the Final Site Plans. Nothing in this clause shall prevent occupancy where, due to seasonal factors, landscaping cannot be installed before occupancy.
- (b) In addition to all else, to ensure compliance with this paragraph 15 and this Agreement, the Owner covenants and agrees that the Township, after reasonable prior written notice to the Owner and failure by the Owner to rectify the non-compliance in accordance with such notice, may draw upon any security the Owner has provided to the Township to complete any or all Works, the failure of which to complete may, in the opinion of the Chief Building Official, have the potential to negatively effect the health and safety of the occupants and or visitors to the Building(s) and or the Lands.
- (c) In the event that the Building(s) or part thereof is occupied otherwise than in accordance with the provisions of this paragraph, the Owner covenants and agrees that

the Township shall be entitled to obtain an order from a court of competent jurisdiction prohibiting the occupancy of any Building or unit until such time as the terms of this Agreement have been fully complied with.

**15. Entry by Township**

The Township may, by its officers, employees, servants and agents, enter on the Lands or any part thereof as well as any Building(s) erected thereon to ensure that the construction and installation of the Works complies with this Agreement, on-site inspections for site certification release, and the Final Site Plans relating engineering drawings and reports.

**16. Emergency Entry**

If, as a result of any work undertaken or not completed by the Owner, there exists in the opinion of the Chief Building Official in his or her sole discretion an emergency situation or circumstances which may give rise to an emergency situation which requires immediate attention, the Township, its authorized employees, contractors and agents, shall be entitled to enter upon the Lands and complete or repair such work at the sole expense of the Owner. The Township shall provide written or verbal notice to the Owner at the earliest possible opportunity.

**17. Construction Inspection**

The Owner shall provide advanced notification of the commencement of the various stages of construction of the Works to the Township’s construction inspector to enable scheduling of on-site inspections. The Township shall have the right, during construction, to inspect the Works at any time and without notice.

The Owner agrees that if, in the opinion of the Township, the Development is not being constructed in accordance with the Final Site Plans, the engineering and landscape drawings approved and accepted by the Township, the contract documents, or with good engineering practice or by a contractor not approved by the Township in the case of the Servicing Works, the Township may direct the Consulting Engineer to stop all or any part of the construction until such time as the construction is carried out to the satisfaction of the Township in its sole discretion. The Owner shall undertake all corrective action required by the Township to bring the construction into conformity with this Agreement and the Final Site Plans.

The Owner agrees that the Township may request written records from the Consulting Engineer verifying his or her presence on the Lands during the completion of the Works, grading and other activities related to the inspection and certification of same. Should those records, in the opinion of the Township, not demonstrate or confirm satisfactory inspection by the Consulting Engineer, the Owner agrees that the Township may require that the Works be reconstructed in the presence of a Township Inspector. The Owner agrees to comply with every order or direction given by the Township during the course of construction, including, without limitation, the cessation of work or the carrying out of additional work in its sole discretion deems to be necessary to further the proper development of the Lands and to mitigate impacts of such development on other lands in the surrounding area.

Upon installation of the Works, the Owner agrees to deliver to the Township a certificate from the Consulting Engineer certifying that the Works have been installed in accordance with the accepted engineering drawings, contract documents, and good engineering practice and are substantially performed as defined in the *Construction Act*. The Owner agrees that the Works must be completed in their entirety as approved by the Township and that partially completed Works or Works that are deemed to be deficient by the Township must be corrected or completed prior to certification and the release of applicable securities and letter of credit. The Owner agrees to have the Consulting Engineer or Architect provide the Township with “as recorded” drawings of all Works completed on the Lands. Such drawings must be provided in a format acceptable to the Township prior to the release of applicable securities and the letter of credit provided under this Agreement. For Surface Works involving landscaping, the Owner agrees to have a qualified Landscape Architect inspect and certify the landscaping component of those Surface Works and provide a copy of such certification to the Township prior to the request for any letter of credit reduction or release.

**18. Maintenance of the Lands during Construction**

To ensure that the Development proceeds in accordance with the Final Site Plans, the Owner covenants and agrees that it shall:

- i. take all of the necessary steps to prevent the raising of dust and the erosion of soil from the Lands onto adjacent lands or onto abutting roads during construction of the Development. Should such an incident(s) occur, the Owner will take all necessary steps forthwith to correct said problems upon the direction of the Township;
- ii. conduct, at a minimum and more frequently as conditions dictate, scraping of the roadway on a weekly basis and daily sweeping of the roadway using methods approved by the Township. Should the owner fail to conduct scraping and sweeping of the roadway to keep it clean and free of excessive dirt, mud, dust grit and other materials the Township may, without notice to the Owner, take the necessary action to clean up the roadway at the Owner's cost and the Owner agrees to forthwith pay the same upon demand to the Township. If the Owner does not pay the Township immediately upon written demand for such payment, it is agreed that any monies or securities deposited with the Township may be drawn upon by the Township to satisfy the required payment, and the Owner shall replace or increase said monies or securities to its original value within fifteen (15) business days of receiving notice of such draw or draws;
- iii. be fully liable for all costs and any damages incurred as a result of the raising of dust or the erosion, spillage or tracking of soil or other debris from the Lands onto adjacent lands and municipal highways, and will indemnify the Township against any claim made as a result of such problems;
- iv. regularly inspect the property for discarded waste material or items that may accumulate on the Lands. The Owner shall collect and dispose of said waste forthwith in an appropriate manner to the satisfaction of the Township, all to prevent unsightly conditions;
- v. install erosion and silt control devices that incorporate measures to prevent the discharge of silt to waterways, open channels or Township storm sewers and highways. The Owner shall provide and regularly inspect and maintain these erosion and silt control measures to ensure their continued effectiveness throughout the construction period and until such time as hard surfacing or vegetative cover has stabilized the Lands or area under development. The Owner shall provide inspection reports to the Township upon request and the Owner shall immediately repair any deficiencies identified in the inspection reports or required by the Township in its sole discretion;
- vi. manage any impacts resulting from the construction of the Works on any neighboring properties to the satisfaction of the Township in its discretion. The Owner acknowledges and agrees that it is solely responsible for such impacts notwithstanding any approval of the Township. The Owner shall fully indemnify and save harmless the Township from any liability resulting from such impacts; and
- vii. maintain, at all times, unencumbered sight lines and travel routes to and from the Lands based on the approved plans and drawings.

**19. Installation and Maintenance of the Servicing Works**

The Owner shall construct and install all of the Servicing Works to the satisfaction of the Township in its sole discretion, in accordance with all Township specifications and in a good and competent manner. The Owner covenants and agrees that, once all of the Servicing Works have been completed to the satisfaction of the Township in its sole discretion, and in a good and workmanlike manner, it shall maintain the Servicing Works in that approved condition for a minimum period of one (1) year following the date of such written approval. In the event that any of the Servicing Works are not being maintained to the satisfaction of the Township, or if

the Owner is otherwise in default of this Agreement, the Township may, on written notice to the Owner, require the Owner to comply with the terms of this Agreement and may correct the default and draw on any financial security provided under this Agreement to pay for such correction.

**20. Installation and Maintenance of the Surface Works**

The Owner shall construct and install all Surface Works, services and facilities to the satisfaction of the Township, in accordance with all Township specifications and in a good and competent manner. The Owner guarantees the workmanship and materials for the construction and installation of such Surface Works, services and facilities and to maintain same free of defects for a period of one (1) year from the date of certification of substantial completion. The Owner covenants and agrees that it will promptly and properly repair all defects in such Surface Works, services or facilities to the complete satisfaction of the Township in its sole discretion, failing which the Township may correct the default and draw on any financial security provided under this Agreement to pay for such correction.

The Owner acknowledges that any action taken by the Township or by its employees, agents or contractors relating to the removal of snow and ice, or sanding, or cleaning of any roads, or permitting the connection of additional services to any of the Surface Works, services or facilities herein required to be constructed or installed, during the guarantee and Maintenance Period is being done without prejudice to the Township's right to enforce the guarantee and maintenance provisions of this Agreement.

**21. Maintaining the Portion of the Lands Not Being Developed**

The Owner agrees that all undeveloped portions of the Lands that are not contemplated for immediate development and left vacant for a period greater than 90 days from the date of the Site Plan Approval, shall be graded, and seeded with a grass mixture acceptable to the Township or sodded, and to maintain and water all undeveloped portions of the Lands to ensure the health and longevity of the plants and grasses, to the Township's satisfaction. Furthermore if necessary, the Owner agrees that financial securities submitted for the Development may be used towards these improvements if not satisfactorily installed and maintained within a reasonable timeframe.

**22. Engineering Design & Site Plan Approvals**

The Owner covenants and shall retain the Consulting Engineer to prepare or oversee the design of grading, site and external servicing plans, photometric, noise and vibration reports, Township service connection designs, and storm water management reports that are to be submitted to the Township for his or her approval.

The Consulting Engineer shall be required to inspect and certify to the Township that the Works have been constructed in accordance with the Final Site Plans and related engineering drawings and reports, prior to the reduction of the letter of credit held for engineering-related Works. The certificate, or certificates, shall be in a format acceptable to the Township, who may, in its sole discretion, upon pre-qualification of such, require the use of other qualified professionals (e.g. Landscape Architect) for certain components of the design, inspection and certification process.

The Consulting Engineer shall ensure that the detailed engineering drawings for all of the Servicing Works and Surface Works required by this Agreement are completed in accordance with all applicable design requirements, including but not limited to the OPS and the Ministry of the Environment and Climate Change ("MOE") Requirements, such as:

- the MOE Stormwater Management Planning and Design Manual (2003);
- the MOE Design Guidelines for Sewage Works (2008) and;
- the MOE Design Guidelines for Drinking Water System ;

in addition to all requirements of the *Safe Drinking Water Act, 2002*, S.O. 2002, c.32, concerning water mains. The Owner further agrees that the engineering design will be conducted to the satisfaction of the Township in its sole discretion and shall be completed in accordance with all applicable law, regulations, standards, guidelines and best management practices including those identified in this Agreement.

The Consulting Engineer shall confirm to the Township that the complete engineering submission is in compliance with the Final Site Plans and related engineering drawings and reports. It is the Consulting Engineer's and Owner's responsibly to receive the necessary approvals if the engineering submission is not consistent with the said plans drawings and reports.

The Consulting Engineer shall complete all engineering designs. The Township reserves the right to refuse to accept engineering designs that are not consistent with municipal requirements or is not provided by the Consulting Engineer. The Owner agrees not to dispute or challenge the Township, its elected officials, employees, or agents in the exercise of this provision. The Owner shall be estopped from opposing such action on the part of the Township and shall reimburse the Township for all costs, including legal and consultants' fees, incurred as a result of the Owner resisting such action immediately upon receipt of a demand for payment of said costs. Should the Owner not immediately reimburse the Township for such costs the Owner agrees that the Township may recover such costs by drawing upon the letter of credit or any other financial security provided to the Township by the Owner under this Agreement.

The Owner agrees to use a qualified contractor, who has been identified to the Township in writing by the Owner, to undertake the Servicing Works. The Owner further agrees that it will not engage the services of a contractor that has not been approved by the Township and will not direct any contractor to commence the Servicing Works until all applicable Township and agency clearances have been obtained.

**23. Garbage Collection**

- i. The Owner shall not permit any refuse, junk, debris or other material to be deposited on the lands, any adjoining lands or park lands in the area. Any such refuse, junk, debris, or other material will be removed from the lands at the sole expense of the Owner.
- ii. The Owner shall, prior to construction of any part of the Development, design a waste management system for the collection, storage and disposal of waste and recyclable materials, and implement such a system and maintain same to the satisfaction of the Township in its sole discretion. No storage of garbage or other waste material shall be permitted on the Lands. Any waste storage facility shall be enclosed by walls or an opaque barrier of appropriate width, height and length to provide for commercial pickup at the Owner's cost as described on the Final Site Plans.
- iii. The Owner agrees that where no outdoor facility is provided on site, to provide indoor recycling and garbage areas sufficient to meet the garbage and recycling needs and requirements of the use(s). Each Building within the Development shall have an individual waste management system installed by the Owner for the collection, storage and disposal of waste and recyclable materials which system shall be implemented and maintained to the satisfaction of the Township in its sole discretion.
- iv. The Owner shall install pedestrian scale garbage receptacles on site at locations near the main entrances of existing and proposed buildings to the satisfaction of the Township in its sole discretion.

**24. Utilities**

- i. The Owner shall be responsible for the relocation of any utilities and utility apparatus on the Lands and resulting from the development of the Lands, including but not limited to hydro, fibre optics, telephone, gas, cable and postal service, required as a result of the granting of such easements. The Owner shall indemnify and save harmless the Township from any liability whatsoever which may arise out of the relocation of such utilities and utility apparatus.
- ii. Should the Township require any further easements following final Site Plan Approval, the Owner shall amend the Final Site Plans to the satisfaction of the Township of Planning Approvals and convey said easements to the Township or the appropriate authority free of charge and clear of all encumbrances.

**25. Grading and Water Disposal**

- i. The Owner shall not permit the Lands to drain otherwise than into a properly installed drainage system to the satisfaction of the Township in its sole discretion and the grades and drainage facilities shall be designed and constructed to implement and maintain an on-site storm water management system to limit storm run-off from the Lands to a predevelopment rate of flow. The Owner shall indemnify and save harmless the Township from any liability for excess run-off as a result of construction or development on the Lands.
- ii. The Owner shall obtain approval from MOE with regard to storm water management requirements, as applicable.
- iii. The Owner shall implement and maintain, in perpetuity from the date of certification of substantial completion, an on-site storm water management system designed according to the policies and criteria of the Township and to indemnify and save harmless the Township from any liability which may arise out of the implementation or lack of maintenance of the storm water management system.
- iv. The Owner shall implement and monitor on-site sediment and erosion control measures during construction of the Works to the satisfaction of the Township in its sole discretion and shall allow the Township and its agents access to the Lands in perpetuity to inspect roof drains, inlet control devices and storm water management facilities and systems.
- v. The Owner shall construct the lot grading at his, her or its sole risk and expense in accordance with this Agreement and the Final Site Plans and related engineering drawings and reports to be relied on by the Township.
- vi. The Owner shall supply the Township with a certificate from the Consulting Engineer stating that all grades and elevations as shown on the approved Grading Plan have been complied with. The Owner agrees that any securities required by this Agreement in accordance with Schedule "D" will not be released until the lot grading has been completed and the required lot-grading certificate has been provided to the satisfaction of the Township in its sole discretion.

**26. Snow/Ice Removal**

The Owner shall store snow based on the Final Site Plans. Any excess snow on site shall be removed by a private snow removal service at the cost of the Owner. It is the Owner's responsibility to ensure that snow storage locations are to be selected with the least impact to the environment and are to comply with any approved salt management plan. The Owner shall provide regular removal of snow and ice from the Lands and abutting Township sidewalks as applicable, and, if not removed off- site, shall provide sufficient snow storage areas on the Lands as set out in the Final Site Plans to the satisfaction of the Township in its sole discretion.

**27. Fire Protection And Access**

- i. The Owner agrees that no Building Permit involving the use of combustible materials as determined by the Chief Building Official will be issued for any development of the Lands until fire hydrant services deemed necessary by the Chief Building Official, including all necessary valves, chambers and other appurtenances, have been approved and connected to existing facilities that are in operation and, in the opinion of the Chief Building Official, capable of providing adequate fire protection services. The Owner further agrees that private hydrants, must comply with the Township's specifications for water main construction and be installed, pressure and flow tested by the contractor and be accepted by the Chief Building Official prior to the issuance of a Building Permit involving combustibles.



- ii. The Owner agrees that no Building Permit involving the use of combustible materials as determined by the Chief Building Official will be issued for any development of the Lands until base gravel has been placed for the full width of all internal fire routes and extended to an existing open and publicly maintained road to the satisfaction of the Township of Planning Approvals.
- iii. The Owner agrees that, during construction of the Development, an access route shall be maintained to the Lands capable of supporting fire-fighting equipment, to the satisfaction of the Chief Building Official in his or her sole discretion. This access route shall be kept clear of all construction equipment, material and debris. The Owner shall also keep all fire hydrants accessible and operational.
- iv. The Owner shall construct and maintain fire access roads complying with the requirements of the Code, and that, fire route signs shall be posted along the required fire department access route in accordance with Division B, Article 2.5.1.4 of the Ontario Regulation 213/07 (the "Fire Code") upon completion of the Development and in accordance with the Urban Design Manual and site plan standards of the Township.
- v. The Owner agrees that all fire department connections shall remain clearly identified and remain unobstructed by construction, parking, landscaping, storage or any other means.
- vi. The Owner agrees that they are responsible for maintaining all walkways from the existing Township sidewalk to the Lands to provide full access to the Lands by fire fighters (especially during winter months) in accordance with the Final Site Plans.
- vii. The Owner shall display an adequate and clear unit number on the front of each unit in close proximity to the main entrance during construction and at other locations shown on the approved building elevations, and permanent unit numbering on the exterior front of each unit prior to the release of financial securities, to the satisfaction of the Chief Building Official in his or her discretion.
- viii. The Owner shall display and maintain an adequate and clear full street address on all boundary property identification signage (abutting the respective address road) after completion of construction and prior to the release of financial securities, to the satisfaction of the Chief Building Official in his or her sole discretion.
- ix. The Owner agrees that the storage and handling of all flammable and combustible liquids within the building(s) must be in full compliance with Part 4 of the Fire Code.

**28. Provisions Respecting Township Owned Lands**

The Owner shall be fully responsible, at his, her or its sole risk and expense, for:

- i. any and all damage to existing Township owned property, including all Township boulevards, sidewalks, curbs and roads, and anything thereon that, in the opinion of the Township, was caused as a result of the construction of the Works. Any such damage shall be repaired to the satisfaction of the Township in its sole discretion. If the necessary repairs and restoration is not carried out by the Owner or not carried out to the satisfaction of the Township, the financial securities submitted for the Works in accordance with Schedule "D" may be applied by the Township toward any such required repair and or restoration;
- ii. the capping off of all surplus existing Township services no longer required for the development of the Lands at its sole risk and expense; and
- iii. the costs of removing and relocating any existing Township or other public services requiring relocation in the course of, or in connection with, the



construction, installation or provision of the Works, services and facilities required under this Agreement.

The Owner shall fully indemnify and save harmless the Township from any liability arising from damage caused to Township owned lands or to the capping of surplus Township services, and the removal and or relocation of any existing Township and other public services.

**29. Sanitary and Storm Sewers**

The Owner agrees to install, at his, her or its sole cost and to the satisfaction of the Township in its sole discretion, the necessary sewer works as contemplated in the Final Site Plans and the Works.

**30. No Expansion of Services**

The Owner agrees that the Works shall not be extended, expanded or connected to other lands in any way without the prior written approval of the Township.

**31. Utilities and Telecommunications**

The Owner shall verify the location of all existing and proposed utilities within the public right-of-way and will be required to pay all costs associated with the relocation of utilities as may be required. The Owner shall make satisfactory arrangements for the provision of permanent (and where necessary temporary) utility and telecommunications services for the Development, to the satisfaction of the Township. The Owner agrees to grant all necessary easements for utility and telecommunication services on the Lands to the applicable utilities and telecommunication service providers free of charge and clear of all encumbrances. The Owner shall provide for the underground installation of telecommunication, natural gas, and hydro services at the Lands.

**32. Canada Post**

The Township shall arrange for the installation of community mailboxes by Canada Post in the locations set out in Schedule "P".

**PART V**  
**FINANCIAL CONDITIONS, SECURITY AND INSURANCE**

**33. The Owner is responsible to cover the Township's costs in preparing and administering this Agreement, the Owner shall pay to the Township, prior to execution of this Agreement.**

The Owner shall fully reimburse all legal fees and disbursements incurred by the Township relating to the drafting, negotiation, preparation, review and implementation of this Agreement, including, without limitation, the costs of conducting and reviewing title and corporate searches and all disbursements and taxes incurred in relation to such searches. The Owner shall provide such reimbursement to the Township within 90 days of a written demand by the Township for same. Any fees remaining unpaid under this provision shall be added to the tax roll of the Lands and collected in like manner as municipal taxes.

**34. Letter of Credit**

- (a) In order to guarantee compliance with all conditions contained herein, the Owner covenants and shall file with the Township, following execution of this Agreement and prior to undertaking any works on the Lands or related to the development of the Lands, the issuance of a Building Permit by the Township, an irrevocable standby letter of credit in the amount set out in Schedule "D". The letter of credit shall be in a form approved by the Township's Chief Financial Officer, and the Owner covenants and agrees that the said letter of credit shall be kept in full force and effect and that it will pay all premiums as the said letter of credit becomes due or until such time as the Township returns the letter of credit.
- (b) The Owner hereby acknowledges and agrees that should there be a deficiency in or failure to carry out or remedy any work or matter required by or to comply with any clause of this Agreement, and the Owner fails to comply, within thirty (30) days of

written notice, with a direction to carry out such work or matter, the Township may draw on the letter of credit to the extent necessary and enter onto the Lands and complete all outstanding Works or matters, and pay all costs and expenses incurred thereby from the proceeds so drawn.

- (c) The Owner hereby acknowledges and agrees that the Township reserves the right to draw on and use the proceeds from the letter of credit to complete any work or matter required to be done by the Owner pursuant to this Agreement. The Owner further acknowledges and agrees that in the event that the Township determines that any reduction in the letter of credit will create a shortfall with respect to securing the completion of any work or matter remaining to be carried out by the Owner pursuant to this Agreement, the Township will not be obligated to reduce the letter of credit until such time as such work is satisfactorily completed or the Township has sufficient security to ensure that such work will be completed.
- (d) Should the Township in its sole discretion determine that the amount of the letter of credit will not be sufficient to cover any increase in the cost of the Works or to meet any of the other responsibilities of the Owner under this Agreement, the Township may require that the Owner increase the amount of the letter of credit to the satisfaction of the Township. The Owner acknowledges and agrees that, should the Owner refuse to increase the letter of credit to the satisfaction of the Township in this circumstance, the Township shall be entitled to terminate this Agreement, revoke the Final Site Plans and the Building Permit(s) issued in connection with the Approved Site Plan, save and except any costs to the Township in regard to this Agreement shall be at the sole cost of the Owner.
- (e) Wherever in this Agreement a letter of credit is required to be filed with the Township, the Owner may deposit with the Chief Financial Officer, a bank draft or certified cheque in an amount equal to the letter of credit and such deposit shall be held by the Township as security in accordance with this Agreement, provided that no interest shall be payable on any such deposit.
- (f) The Owner acknowledges that, should ownership of the Lands be transferred, the Township is not obligated to and will not return any letter of credit required under this Agreement until the new owner files with the Township, a substitute letter of credit or such other security as may be permitted in the required amounts.
- (g) The said letter of credit shall be drawn on a Canadian Chartered Bank or other financial institution satisfactory to the Township's Chief Financial Officer, and shall contain an automatic renewal clause as follows:  
  

*"It is a condition of this letter of credit that it shall be deemed to be automatically extended without amendment from year to year from the present or any future expiration date hereof, unless at least 30 days prior to the present or any future expiration date, we notify you in writing by registered mail that we elect not to consider this letter of credit to be renewable for any additional period."*
- (h) The said letter of credit shall be maintained until construction of all of the Works has been completed to the satisfaction of the Township in its sole discretion and has been certified by the Consulting Engineer, Landscape Architect and Architect, along with the deposit of as-recorded drawings with the Township.
- (i) As the Works secured by the letter of credit progress as determined by the Township in its sole discretion, the amount of the letter of credit may be reduced in accordance with Schedule "E", provided that the Township shall hold a minimum fifteen percent (15%) of the original amount of the letter of credit for the purpose of guaranteeing materials and workmanship for a further Maintenance Period of at least one (1) year. This amount may be released when the one (1) year Maintenance Period has expired and the Township has received current certificates of completion from the Consulting Engineer, Landscape Architect and Architect, as applicable, attesting to the absence of defects in material and workmanship for the Works and that vegetation is in a healthy state.



- (j) The said letter of credit shall secure the obligations of the Owner to satisfactorily complete all works required by this Agreement including without limitation, all on site Works, as well as any off site Works, or in the event of the discontinuance of the project, the restoration of the Lands to its pre-development condition, as well as the removal of all debris, waste, excavations, structures, construction materials, equipment or any other goods or materials not normally present on a greenfield lands.

**35. Insurance**

In advance of any works of any kind on municipally-owned lands, the Owner shall provide to the Township, prior to the commencement of construction, a general comprehensive liability insurance policy and certificate of insurance in an amount of not less than \$5,000,000.00 (five million dollars) in a form satisfactory to the Treasurer, indemnifying the Township from any loss arising from claims or damages, injury or otherwise in connection with the work done by or on behalf of the Owner. The policy shall contain a cross-liability clause naming the Township as a co-insured. The policy shall be maintained in full force and effect until the Works have been assumed by the Township. In the event that any renewal premium is not paid, the Township, in order to prevent the lapse of such liability insurance policy, may pay the renewal premium or premiums and the Owner shall pay the cost of such renewal or renewals within 30 (thirty) days of the account therefore being rendered by the Township. The issuance of such policy of insurance shall not be construed as relieving the Owner from any liability or responsibility for any claims in excess of the aforementioned policy limits.

**PART VI**  
**ADMINISTRATION**

**36. Notice**

- (a) If any notice is required to be given by the Township to the Owner with respect to this Agreement, such notice shall be mailed, delivered or sent by facsimile transmission to:

2219260 ONTARIO INC.  
Attention:  
Address:  
420 York Street  
London ON N6B 1R1

Email:  
Phone contact:

or such other address of which the Owner has notified the Township, in writing, and any such notice mailed, delivered or sent by facsimile transmission shall be deemed good and sufficient notice under the terms of this Agreement.

- (b) If any notice is required to be given by the Owner to the Township with respect to this Agreement, such notice shall be mailed, delivered or sent by facsimile transmission to:

The Corporation of the Township of Lucan Biddulph  
Attention: Chief Administrative Officer  
Address:  
270 Main Street, PO Box 190  
Lucan ON NOM 2J0

or such other address of which the Township has notified the Owner, in writing, and any such notice mailed, delivered or sent by facsimile transmission shall be deemed good and sufficient notice under the terms of this Agreement.

**37. Registration of Agreement**

This Agreement shall run with the Land and the Owner covenants and agrees, at its own expense, to register this Agreement, together with all of its Schedules, upon title to the Lands and to provide a copy of the registration to the Township Solicitor. The covenants, agreements, conditions and undertakings herein contained on the part of the Owner shall run with the Lands and shall be binding upon its successors and assigns as owners and occupiers from time to time

and this covenant shall be to the benefit of the Township and its lands and highways appurtenant and adjacent to the Lands.

The Owner covenants and agrees, at its own expense, to obtain and register such documentation from the Mortgagees as may be deemed necessary by the Township to postpone and subordinate their interest in the Lands to the interest of the Township to the extent that this Agreement shall take effect and have priority as if it had been executed and registered prior to the execution and registration of the document or documents giving to the Mortgagees its interest in the Lands.

**38. Termination of Agreement**

If the Development governed by this Agreement is not commenced within two (2) years from the date of the execution of this Agreement, and more specifically if no installation of Servicing Works or Surface Works has occurred within that time, the Township may, at its sole option and on sixty (60) days notice to the Owner, declare this Agreement and respective Site Plan Approval, null and void and of no further force and effect. Any fees, levies or other charges paid by the Owner pursuant to this Agreement shall be forfeited to the Township.

**39. Interpretation of Agreement**

- (a) Every provision of this Agreement by which the Owner is obligated in any way shall be deemed to include the words “at the expense of the Owner” unless the context otherwise requires, including the payment of any applicable taxes including HST.
- (b) References herein to any statute, regulation, by-law, policy, manual or any provision thereof includes amendments, revisions, re-enactments, consolidation and successor thereto.
- (c) All obligations herein contained, although not expressed to be covenants, shall be deemed to be covenants.
- (d) The Owner and the Township agree that all covenants and conditions contained in this Agreement shall be severable, and that should any covenant or condition in this Agreement be declared invalid or unenforceable by a court of competent jurisdiction, the remaining covenants and conditions and the remainder of the Agreement shall remain valid and not terminate thereby.
- (e) The language contained in this Agreement will be deemed to be the language chosen by the parties to express their mutual intent and no rule of strict construction or interpretation shall be applied against the Township on the grounds that it was the drafter of this Agreement nor shall any such principle of interpretation or construction be used to resolve any alleged ambiguity.

**40. Waiver**

The failure of the Township at any time to require performance by the Owner of any obligation under this Agreement shall in no way affect its right thereafter to enforce such obligation, nor shall the waiver by the Township of the performance of any obligation hereunder be taken or be held to be a waiver of the performance of the same or any other obligation hereunder at any later time. The Township shall specifically retain its rights at law to enforce this Agreement.

**41. Indemnities**

Any indemnity provided by the Owner to the Township pursuant to the terms of this Agreement shall be made on a substantial indemnity basis and shall include all claims, demands, actions and loss, including any third party claims, made against the Township, its elected officials, employees and agents.

**42. Extension of Time**

Time shall always be of the essence of this Agreement. Any time limits specified in this Agreement may be extended with the consent in writing of both the Owner and the Township, but no such extension of time shall operate or be deemed to operate as an extension of any

other time limit, and time shall be deemed to remain of the essence of this Agreement notwithstanding any extension of any time limit.

43. Governing Law

This Agreement shall be interpreted under and be governed by the laws of the Province of Ontario and the laws of Canada applicable therein.

44. Successors and Assigns

This Agreement and everything herein contained shall enure to the benefit of and be binding upon the parties hereto and their successors and assigns.

45. Counterparts

This Agreement may be signed in counterparts, each of which shall be deemed effective as if each Party had signed each of such counterparts.

IN WITNESS WHEREOF the Parties have duly executed this Agreement as of the date first written above.

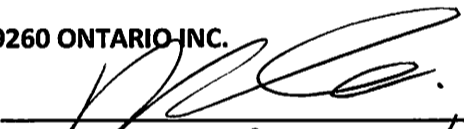
THE CORPORATION OF THE TOWNSHIP OF LUCAN  
BIDDULPH

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

We have the authority to bind the Corporation

2219260 ONTARIO INC.

PER:   
NAME: VITO CAMPANALE  
POSITION: Secretary Treasurer

PER: \_\_\_\_\_  
NAME:  
POSITION:

I/We have authority to bind the Corporation.

**SCHEDULE "A"**  
**LEGAL DESCRIPTION OF LANDS**

Block 103 of Plan 33M-739.



**SCHEDULE "B"**  
**SOLICITOR'S CERTIFICATE OF OWNERSHIP**

I, *Jack M. Sousa*, a Solicitor in Ontario, do hereby certify that **2219260 ONTARIO INC.** is the sole Owner in fee simple of all land described in Schedule "A" to the Site Plan Control Agreement herein referred to.

I further certify that I have conducted a full search of title of the Lands and that there are no mortgages or other encumbrances upon the said lands or any part thereof save and except the following:

*NIL*

I further certify that **2219260 ONTARIO INC.** is the sole Owner in fee simple of all land to be conveyed to the Township pursuant to the said Site Plan Control Agreement. All easements, licenses or rights-of-way to be conveyed to the Township will be so conveyed with the consent of all mortgagees or other encumbrances.

This certificate is given by me to the Township for the purpose of having the said Township act in reliance on it in entering into this Site plan Control Agreement.

DATED at London this        day of April, 2021.

TO:  
The Corporation of the Township of Lucan Biddulph  
Attn: Chief Administrative Officer

\_\_\_\_\_  
Solicitor for the Owner

**SCHEDULE "C"**  
**LANDS TO BE CONVEYED TO THE TOWNSHIP (IF APPLICABLE)**

- 1. Storm Water Easement at the rear of the Units
- 2. If required, an easement over Parts 8 and 9 of Reference Plan 33R-19376 for stormwater management or drainage purposes
- 3. Such further and other easements or reserves as may be required by the Township



**SCHEDULE "D"**  
**SECURITY/LETTER OF CREDIT**

<b><u>SECURED WORKS</u></b>	<b><u>AMOUNT</u></b>
1. Portion of letter of credit to be provided by the Owner to ensure completion of the removals and roadwork required by this Agreement based on 50% of the estimated value of removal and roadwork works.	\$190,314.00
2. Portion of letter of credit to be provided by the Owner to ensure completion of all sanitary sewers and appurtenances required by this Agreement based on 50% of the estimated value of those works.	\$38,066.40
3. Portion of letter of credit to be provided by the Owner to ensure the completion of all storm sewers and appurtenances required by this Agreement based on 50% of the estimated value of those works.	\$62,666.45
4. Portion of letter of credit to be provided by the Owner to ensure the completion of all watermains and appurtenances required by this Agreement based on 50% of the estimated value of those works.	\$42,765.00
5. Portion of letter of credit to be provided by the Owner to ensure the completion of all electrical works required by this Agreement based on 50% of the estimated value of those works.	\$75,409.00
6. Portion of letter of credit to be provided by the Owner to ensure the completion of all miscellaneous and provisional works required by this Agreement based on 50% of the estimated value of those works.	\$59,780.00
6. Portion of letter of credit to be provided by the Owner to ensure the completion of all landscaping works required by this Agreement based on 50% of the estimated value of those works.	\$36,650.00
7. Portion of letter of credit to be provided by the Owner representing the contingency allowance required by this Agreement based on 50% of the estimated fee.	\$50,000.00
Applicable HST	\$72,234.61
Total:	<b><u>\$627,885.46</u></b>
<b>REQUIRED LETTER OF CREDIT:</b>	<b>\$627,885.46</b>



**SCHEDULE "E"**  
**REDUCTION OR RELEASE OF SECURITY**

**1.) Application for reduction of letter of credit or cash deposit**

Prior to the reduction of any security held by the Township for the Works, facilities and matters set out in this Agreement, the Owner must supply the Township with the following documentation as available:

- i. letter requesting a reduction; and
- ii. as-recorded drawings prior to any release beyond 80% (eighty percent) of the value of the performance securities being the letter of credit or cash deposit as the case may be.

**2.) Application for full release of letter of credit or cash deposit**

For the full release of securities all certificates of completion as required by this Agreement confirming that all Works have been constructed and installed in accordance with approved plans and drawings must be provided to the Township and the one (1) Maintenance Period has elapsed. The calendar date of the commencement of the one (1) year Maintenance Period will be determined at the sole discretion of the Township. The date of the commencement of the one (1) year Maintenance Period will only be established by the Township when:

- i) a letter of request is received by the Owner;
- ii) the Township has inspected the Lands;
- iii) any deficiencies or deviations with respect to the approved plans and drawings are corrected; and,
- iv) all certificates of completion are provided.



SCHEDULE "F"

CONSULTING ENGINEER'S DRAWINGS

RIDGE CROSSING TOWNHOUSE DEVELOPMENT COMPLEXES

PHASE 2

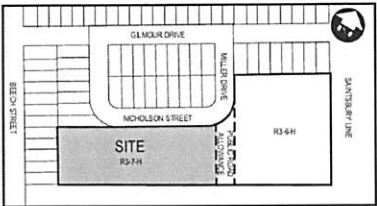
TOWNSHIP OF LUCAN BIDDULPH



VICINITY PLAN

NTS

DRAWING INDEX	
DWG.	DRAWING TITLE
CIVIL	
1	SITE PLAN
2	WASTEWATER TREATMENT PLAN
3	LANDSCAPING PLAN
4	SEWERAGE TREATMENT PLAN
5	SEWERAGE TREATMENT PLAN
6	SEWERAGE TREATMENT PLAN
7	DETAILS
LANDSCAPING	
L1	LANDSCAPING PLAN
L2	DETAILS
ELECTRICAL	
SE1	ELECTRICAL LAYOUT
SE2	DETAILS



LOCATION PLAN

NTS

PROJECT: 115033  
DATE: FEBRUARY 2021

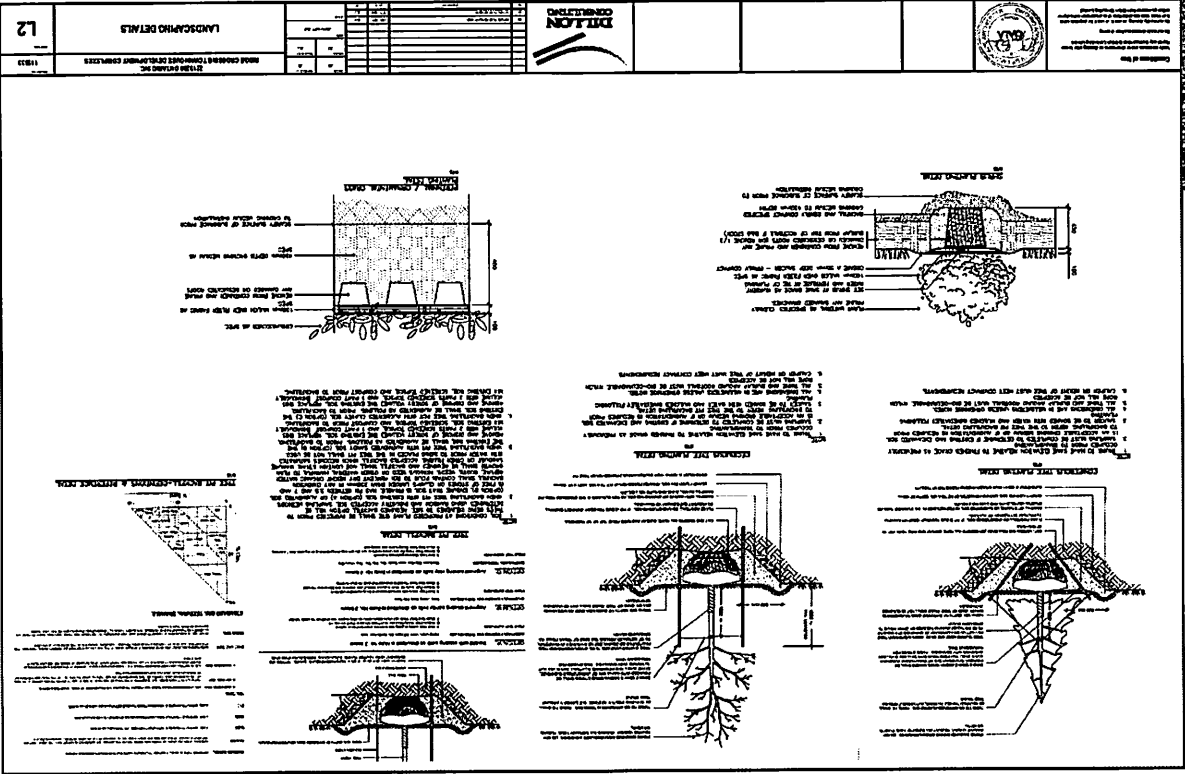



BENCHMARKS				
ID	NORTHING	EASTING	ELEVATION	DESCRIPTION
1	4702053.716	487004.441	302.444	TOP OF CURB OF THE HIGHWAY
2	4702053.716	487004.441	301.828	TOP OF CURB OF THE HIGHWAY

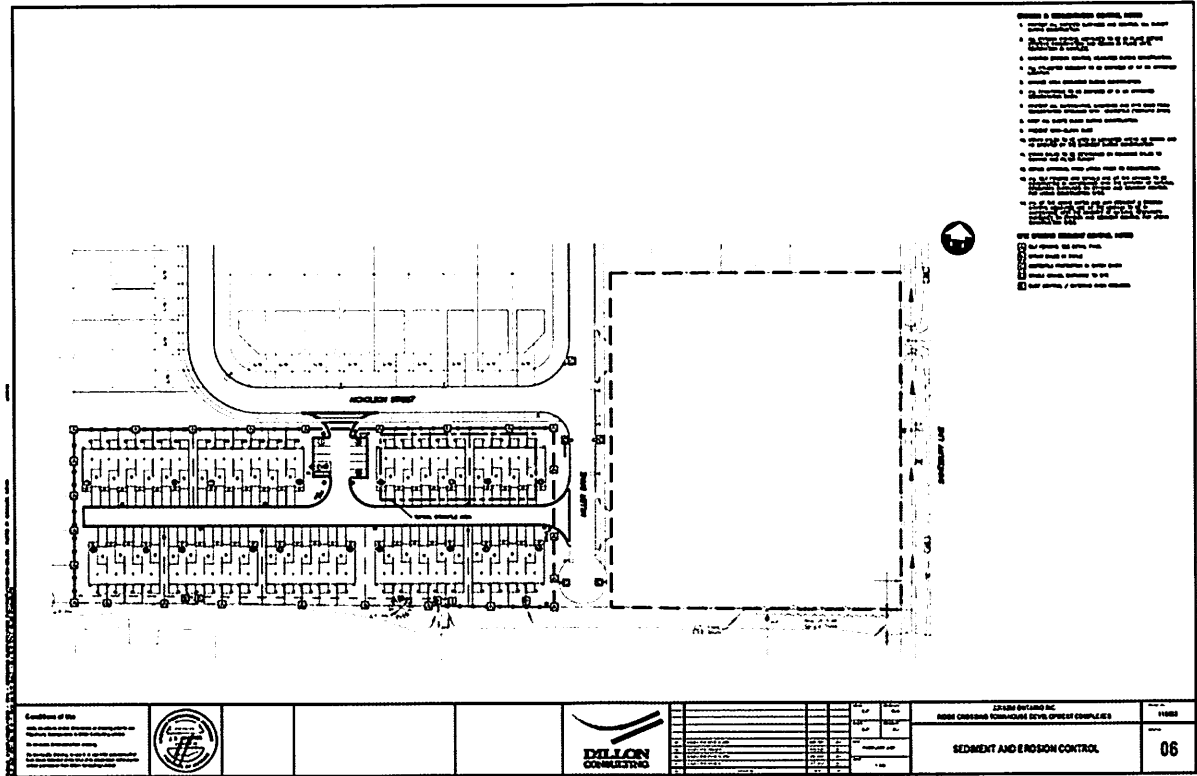
2219260 ONTARIO INC.

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SCHEDULE "H"  
SEDIMENT AND EROSION CONTROL



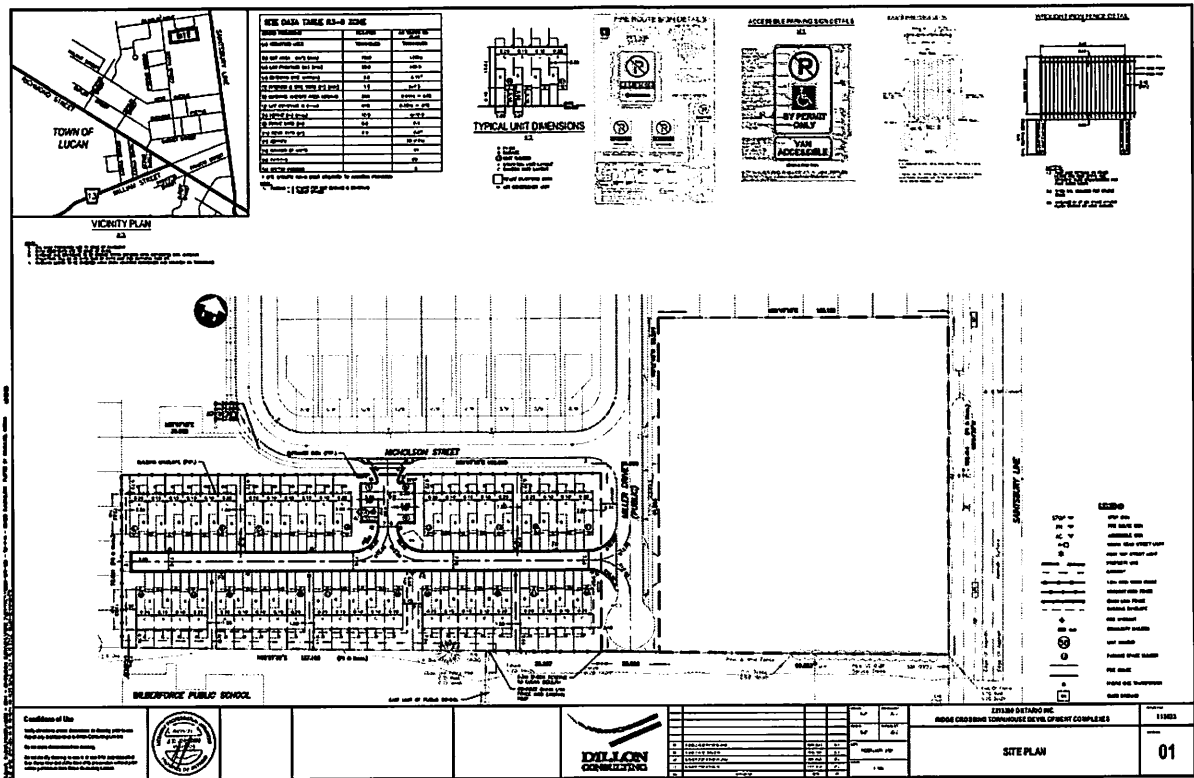
VC







SCHEDULE "K"  
SITE PLAN OR FINAL SITE PLAN

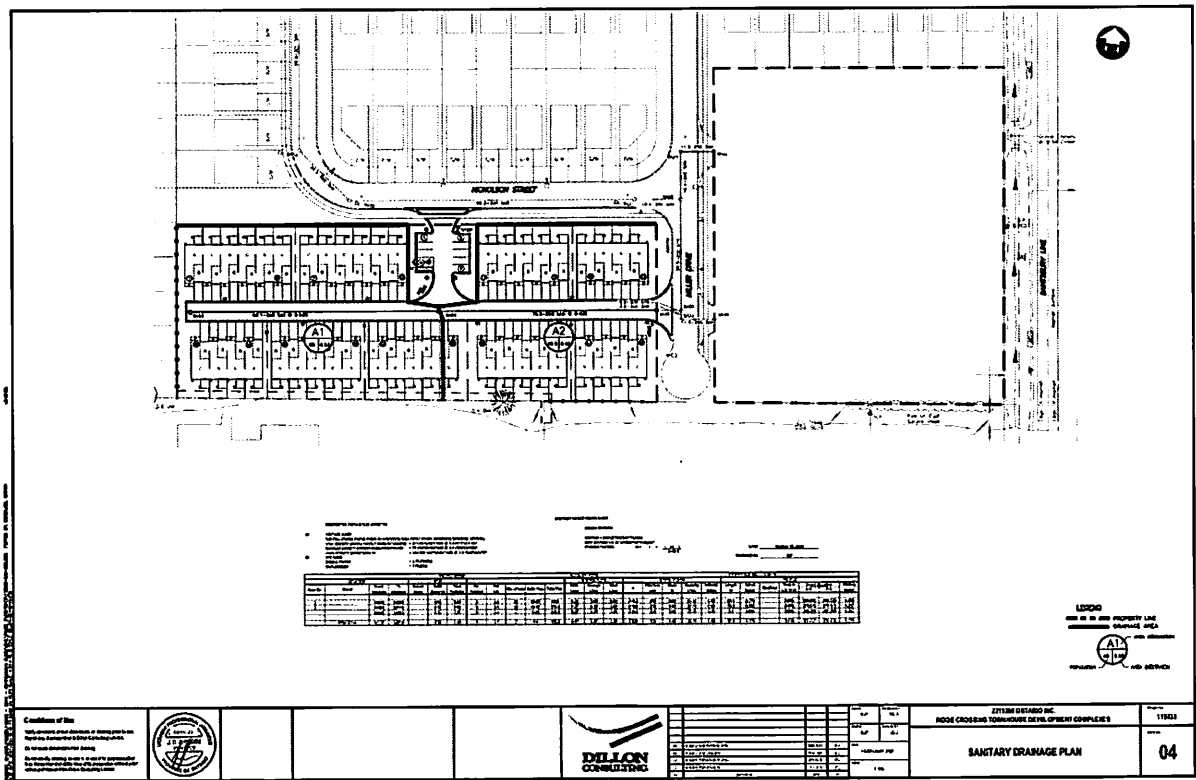


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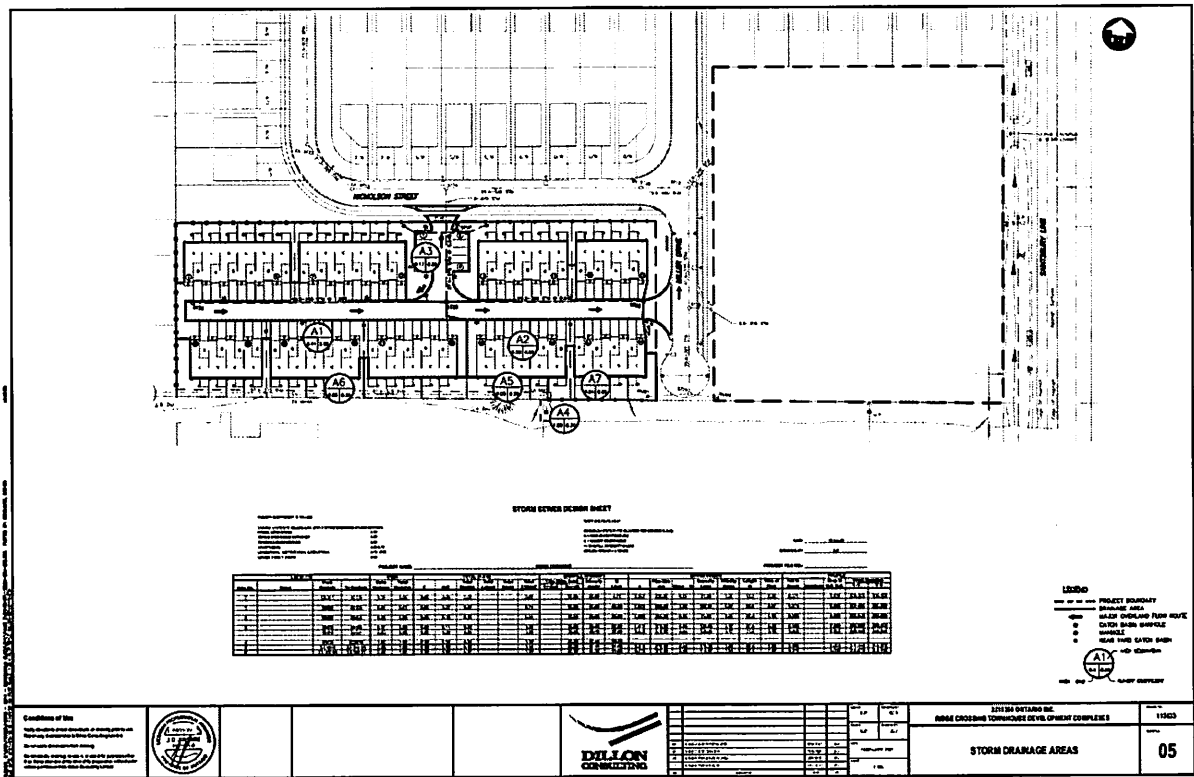


SCHEDULE "N"  
SANITARY DRAINAGE PLAN



VK

SCHEDULE "O"  
STORM DRAINAGE AREAS



VC





**MEETING DATE:**

**TO:** Mayor and Members of Council  
**FROM:** Lisa deBoer, Economic Development & Communications Officer  
**REPORT NO.:** EDC-06-2021  
**SUBJECT:** Proposed 2021 Community Improvement Plan projects

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**RECOMMENDATION:**

THAT Report No. EDC-06-2021 be received and THAT Council direct staff to issue Request for Proposals for the development of an Accessibility Audit and Streetscape Design Concept Plan as recommended by the Community Improvement Plan. AND FURTHER that Council approve the Downtown Beautification Grant Program in the amount of \$3500 for the 2021 Calendar year.

**PURPOSE:**

The purpose of this report is to provide Council members information on the proposed 2021 Community Improvement Plan projects.

**BACKGROUND:**

On April 20<sup>th</sup>, 2021, Council approved the Community Improvement Plan which contained a number of initiatives and programs for future implementation. Staff met last week, along with Mayor Burghardt-Jesson and Councillor Regan to discuss what possible initiatives and programs could be activated for 2021. L. deBoer further discussed this proposal for 2021 with the consultants that assisted the Township in the development of the Plan.

**DISCUSSION:**

After discussions, it was felt that given the current pandemic and that the CIP is being activated mid 2021, that it would be a good opportunity to develop background and supporting reports. These reports will assist with the review of future applications and ensuring that grant projects are consistent and are supported under these plans. Staff are recommending that a Request for Proposals be issued for the development of the Accessibility Audit and Streetscape Design Guidelines documents. It is also recommended that the Downtown Beautification Program be activated with a budget of \$3500 to allow for the continued support of local businesses in a similarly run program over the last number of years.

**IMPACT TO BUDGET:**

Council has currently allocated a budget of \$30,000 towards the 2021 CIP Program and staff are estimating that the two plans as well as the Downtown Revitalization Grant of \$3500 can be accomplished within that budget.

**STRATEGIC PLAN:**

This matter aligns with following strategic priorities:  
Growth Management, Community Pride (Downtown Beautification) and Accessibility of Services.

**ATTACHMENTS:**

**NONE**

*Lisa deBoer*

Lisa deBoer  
Economic Development & Communications Officer

## TOWNSHIP OF LUCAN BIDDULPH RESOLUTION

DATE: May 4, 2021

RESOLUTION NO. \_\_\_\_\_

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

RESOLVED:

That the following Council Minutes be approved as circulated/amended:

- Regular Council Minutes April 20, 2021
- Special Council Minutes April 15, 2021
- Regular Council Minutes April 6, 2021
- Closed Session Council Minutes April 20, 2021
- Closed Session Council Minutes April 6, 2021
- Closed Session Council Minutes March 30, 2021
- Closed Session Council Minutes February 23, 2021
- Closed Session Council Minutes January 29, 2021
- Closed Session Council Minutes January 5, 2021
- Closed Session Council Minutes December 15, 2020
- Closed Session Council Minutes December 1, 2020

RESOLUTION CARRIED

\_\_\_\_\_  
MAYOR

**TOWNSHIP OF LUCAN BIDDULPH  
RESOLUTION**

DATE: May 4, 2021

RESOLUTION NO. \_\_\_\_\_

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

RESOLVED:

That the Township of Lucan Biddulph council appoint Spriet Associates London Ltd. under Section 4 (or 78) of the Drainage Act to prepare a drainage report for the requested work to the Hardy Drain 1984 subject to the required 30 days notice to the applicable Conservation Authority.

RESOLUTION CARRIED

\_\_\_\_\_  
MAYOR

**TOWNSHIP OF LUCAN BIDDULPH  
RESOLUTION**

DATE: May 4, 2021

RESOLUTION NO. \_\_\_\_\_

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

RESOLVED:

THAT Report No. EDC-06-2021 be received;

AND THAT Council direct staff to issue Request for Proposals for the development of an Accessibility Audit and Streetscape Design Concept Plan as recommended by the Community Improvement Plan;

AND FURTHER that Council approve the Downtown Beautification Grant Program in the amount of \$3500 for the 2021 Calendar year.

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RESOLUTION CARRIED

\_\_\_\_\_  
MAYOR

TOWNSHIP OF LUCAN BIDDULPH  
RESOLUTION

DATE: May 4, 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:

- 33-2021 Road Dedication Bylaw (Ridge Crossing Phase 1 and 1B)
- 34-2021 Part Lot Control Exemption (Olde Clover Village Block 30)
- 35-2021 Execution of Site Plan Agr. (Ridge Crossing Townhomes Phase 2)
- 36-2021 Tax Rate Bylaw
- 37-2021 Confirming Bylaw

RESOLUTION CARRIED

\_\_\_\_\_  
MAYOR

**TOWNSHIP OF LUCAN BIDDULPH  
RESOLUTION**

DATE: May 4, 2021

RESOLUTION NO. \_\_\_\_\_

MOVED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

RESOLVED:

That the Council meeting be adjourned at \_\_\_\_\_ p.m.

RESOLUTION CARRIED

\_\_\_\_\_  
MAYOR

# Township of Lucan Biddulph

## BY-LAW NO. 31-2021

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**A By-Law to dedicate Reserve Blocks 45, and 46, on Plan 33M-677 in the Township of Lucan Biddulph as a Public Highway to be known as part of Campanale Way and Hearn Drive and Reserve Blocks 59, 60, 61 and 62 on Plan 33M-704 in the Township of Lucan Biddulph as a Public Highway to be known as part of Gilmour Drive and Hardy Court**

**WHEREAS** Section 31 of The Municipal Act, 2001, S.O. 2001, Chapter 25 provides that the Council of a municipality may pass by-laws to dedicate and establish lands as Public Highways;

**AND WHEREAS** The Corporation of the Township of Lucan Biddulph is the owner of those parcels of land in the Township of Lucan Biddulph, described as Reserve Block 45, Plan 33M-677, Township of Lucan Biddulph being PIN 09698-0491 (LT), Reserve Block 46, Plan 33M-677, Township of Lucan Biddulph being PIN 09698-0492 (LT), Reserve Block 59, Plan 33M-704, Township of Lucan Biddulph being PIN 09698-0573 (LT), Reserve Block 60, Plan 33M-704, Township of Lucan Biddulph being PIN 09698-0574 (LT), Reserve Block 61, Plan 33M-704, Township of Lucan Biddulph being PIN 09698-0575 (LT) and Reserve Block 62, Plan 33M-704, Township of Lucan Biddulph being PIN 09698-0576 (LT) (the “Lands”);

**AND WHEREAS** it is desirable to confirm the dedication of the Lands as a public highway;

NOW THEREFORE, THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF LUCAN BIDDULPH HEREBY ENACTS AS FOLLOWS:

1. Those parcels of land defined herein as the Lands and described as Reserve Block 45, Plan 33M-677, Township of Lucan Biddulph being PIN 09698-0491(LT), and Reserve Block 46, Plan 33M-677, Township of Lucan Biddulph being PIN 09698-0492 (LT), are hereby dedicated and established as a public highway to form part of Campanale Way and Hearn Drive. The said public highways include but are not limited to the Lands.
2. Those parcels of land defined herein as the Lands and described as Reserve Block 59, Plan 33M-704, Township of Lucan Biddulph being PIN 09698-0573 (LT), Reserve Block 60, Plan 33M-704, Township of Lucan Biddulph being PIN 09698-0574 (LT), Reserve Block 61, Plan 33M-704, Township of Lucan Biddulph being PIN 09698-0575 (LT) and Reserve Block 62, Plan 33M-704, Township of Lucan Biddulph being PIN 09698-0576 (LT) are hereby dedicated and established as a public highway to form part of Gilmour Drive and Hardy Court. The said public highways include but are not limited to the Lands.

READ a FIRST, SECOND and THIRD TIME and FINALLY PASSED on this 4<sup>th</sup> day of May, 2021.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

# Township of Lucan Biddulph

## BY-LAW NO. 34-2021

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**Being a by-law to exempt from part lot control, lands legally described Block 30 on registered plan 33M-759, being designated as Parts 1 through 14 (inclusive), on reference plan 33R-20466, in the geographic Township of Lucan Biddulph, in the County of Middlesex.**

**WHEREAS** Subsection 50(5) of the Planning Act states that all lands located within a registered plan of subdivision are subject to part lot control;

**AND WHEREAS** Subsection 50(7) of the Planning Act authorizes the council of a local municipality to enact by-laws to exempt lands located within a registered plan of subdivision from part lot control;

**AND WHEREAS** pursuant to Subsection 50(7) of the Planning Act, it is expedient to exempt from part lot control those lands legally described as Block 30 on registered plan 33M-759, being designated as Parts 1 through 14 (inclusive), on reference plan 33R-20466, in the Township of Lucan Biddulph, in the County of Middlesex;

**NOW THEREFORE** the Council of the Corporation of the Township of Lucan Biddulph **HEREBY ENACTS** as follows:

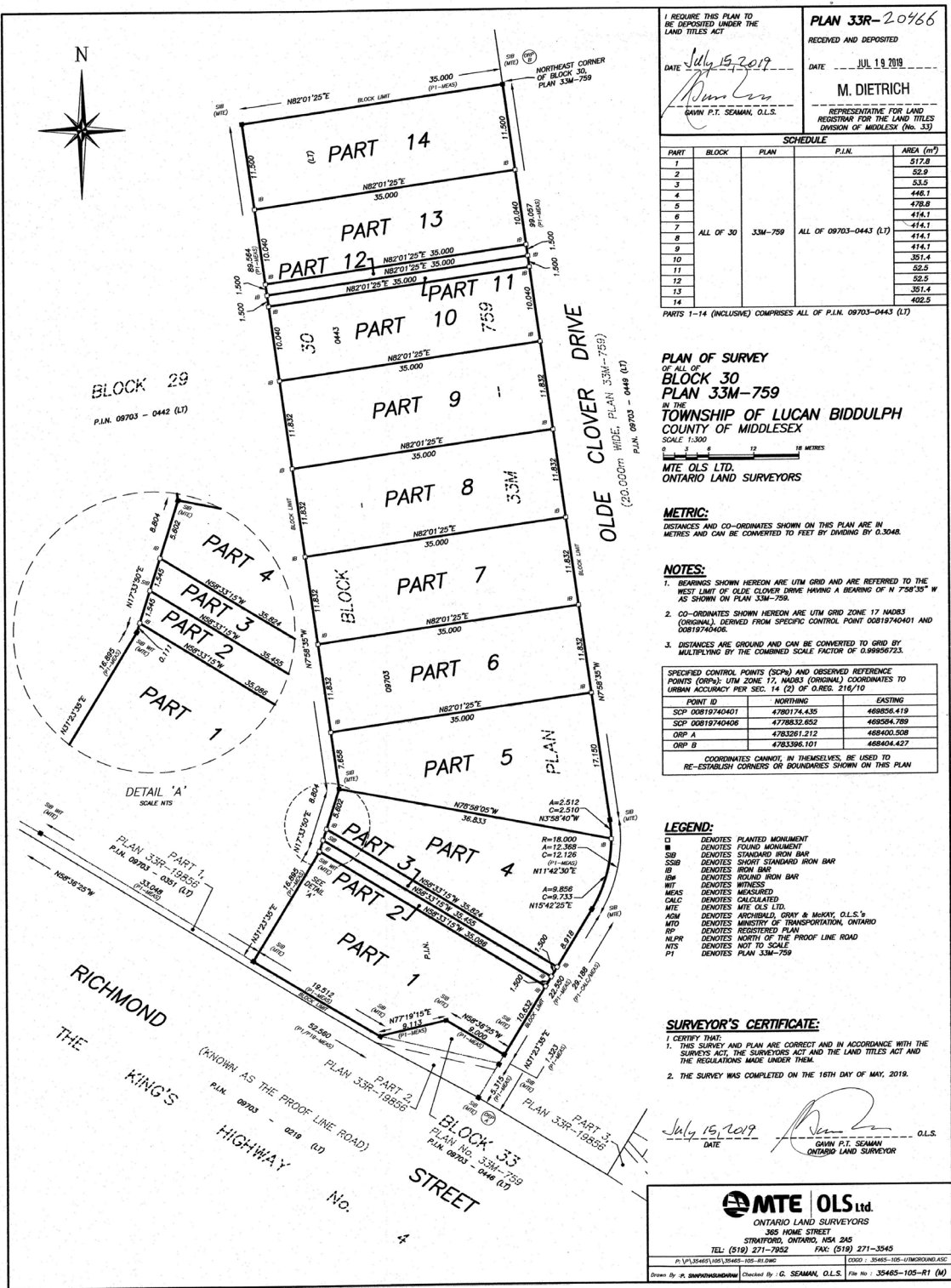
1. **THAT**, Block 30, on registered plan 33M-759, being designated as Parts 1 through 14 (inclusive) on reference plan 33R-20466, in the Township of Lucan Biddulph, in the County of Middlesex as shown on Schedule “A” to this By-law is hereby exempt from part lot control pursuant to Subsection 50(7) of the Planning Act, it being pointed out that these lands are zoned R1-9 to permit single detached dwellings in conformity with the Township of Lucan Biddulph Comprehensive Zoning By-law, which applies to the lands.
2. That the part lot control exemption pursuant to Subsection 50(7) of the Planning Act described in Section 1 shall expire on the 2<sup>nd</sup> day of November, 2021.
3. That this By-law comes into force upon approval thereof by the County of Middlesex and compliance with the requirements of the Planning Act.

**READ a FIRST, SECOND and THIRD TIME and FINALLY PASSED on this 4<sup>th</sup> day of May, 2021.**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

SCHEDULE "A"



# Township of Lucan Biddulph

## BY-LAW NO. 35-2021

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**A by-law authorizing the execution of a site plan agreement between 2219260 Ontario 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 and has submitted for approval a series of plans showing: consulting engineer’s drawings, landscaping plan, electrical layout, details and specifications, site plan, master servicing plan, grading plan, sanitary drainage plan, storm drainage areas, and Canada Post community boxes,

**AND WHEREAS** the Township is prepared to approve the Site Plan in the form of the attached Agreement upon the condition that the Owner enters into this Agreement;

**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 site plan 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 4<sup>th</sup> day of May, 2021.**

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

# Township of Lucan Biddulph

## BY-LAW NO. 36-2021

**Being a by-law to provide for the adoption of estimates and setting the Tax Rates and to further provide for penalty and interest in default thereof for 2021**

**WHEREAS** Section 312 of The Municipal Act, 2001 provides that the Council of a local municipality shall, after the adoption of estimates for the year, pass a by-law to levy a separate tax rate on the assessment in each property class;

**AND WHEREAS** Sections 307 and 308 of the said Act require tax rates to be established in the same proportion to tax ratios;

**AND WHEREAS** the County of Middlesex has by by-law set the Tax Ratios for the year 2021;

**AND WHEREAS** the County of Middlesex has by by-law set the Tax Rates for County General and Library purposes;

**AND WHEREAS** the Province of Ontario has enacted Ontario Regulation 400/98, as amended by O. Reg 46/21, being a regulation establishing tax rates for education purposes for the year 2021;

**AND WHEREAS** certain regulations require reductions in certain tax rates for certain classes or subclasses of property.

**THEREFORE** the Council of the Corporation of the Township of Lucan Biddulph enacts as follows:

1. **THAT** the 2021 Revenue and Expenditure estimates for the Township of Lucan Biddulph be adopted as follows:

Expenditures	\$6,208,865.79
Revenues	\$1,482,320.79

Amount to be raised upon rateable assessment for municipal purposes  
\$4,726,545.

2. **THAT** levy for all purposes be as set out in Schedule “A” hereto attached.
3. **THAT** the 2021 tax rates including the County and Education rates hereby be adopted and applied against the whole of the assessment for real property in the following classes:

Property Class	2021 Municipal Rate	Total 2021 Tax Rate
Residential	.00625228	.01176020
Farmland	.00156307	.00294005
Managed Forest	.00156307	.00294005
Commercial PIL Full	.00715824	.02391976
Commercial PIL Gen	.00715824	.01171256
Commercial Tax Full	.00715824	.02051256
Commercial Tax Exc. Land	.00501077	.01699879
Commercial PIL Gen Vac.	.00501077	.00819879
Commercial Tax Vac Land	.00501077	.01699879
New Construction Comm. Full	.00715824	.02051256
New Construction Ofc. Bldg.	.00715824	.02051256
Commercial (New Construction)	.00501077	.01699879
Industrial PIL Full/Shared	.01091086	.03035273
Industrial Tax Full	.01091086	.02665273
New Construction Ind. Full	.01091086	.02665273

Industrial Tax Vac. Land	.00709206	.02040427
Multi-Res. Tax Full	.01106467	.01963439
Pipeline Full	.00659929	.01959798
Residential PIL Full	.00625228	.01176020

4. **THAT** the following special rates “per unit per 2021 assessment roll for 2021 taxation” shall be levied and collected upon respective properties:
- a) Recycling: \$73.00 per unit
  - b) Garbage: Small container - \$92.00 per unit  
Medium Container - \$139.00 per unit  
Large Container - \$210.00 per unit
5. **THAT** the reduction in the tax rate for commercial excess land is established at 30%.
6. **THAT** the reduction in the tax rate for commercial vacant land is established at 30%.
7. **THAT** the reduction in the tax rate for industrial excess land is established at 35%.
8. **THAT** the reduction in the tax rate for industrial vacant land is established at 35%.
9. **THAT** every owner of property shall be taxed according to the tax rates in this by-law and such tax shall become due and payable in two installments as follows:
- 50% thereof on the 31<sup>st</sup> day of August 2021
  - 50% thereof on the 30<sup>th</sup> day of November 2021

And non-payment of the amount, as noted, on the dates stated in accordance with this section shall constitute default.

10. On all taxes of the levy, which are in default on the first day of the calendar month following the due dates, a penalty of 1 ¼ % shall be added and thereafter a penalty of 1 1/4 % per month will be added every month the default continues until December 31<sup>st</sup>, 2021.
11. On all taxes in default on January 1<sup>st</sup>, 2022, interest shall be added at the rate of 1 ¼ % per month for each month in which the default continues.
12. Penalties and interest added in default shall become due and payable and shall be collected as if the same had originally been imposed and formed part of such unpaid tax levy.
13. The collector may mail or cause the same to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable.
12. **THAT** By-law No. 27-2020 be hereby repealed.

**Read a FIRST, SECOND and THIRD time and FINALLY PASSED THIS 4th DAY OF May, 2021.**

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK

# Township of Lucan Biddulph

## BY-LAW NO. 37-2021

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**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 May 4, 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 May 4, 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 May 4, 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  
May 4, 2021.

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MAYOR

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CLERK